

**CALLEGUAS MUNICIPAL WATER DISTRICT**

2100 Olsen Road, Thousand Oaks, California 91360

[www.calleguas.com](http://www.calleguas.com)

Written communications from the public must be received by 8:30 a.m. on the Thursday preceding a regular Board meeting in order to be included on the agenda and considered by the Board at that meeting. Government Code Section 54954.2 prohibits the Board from taking action on items not posted on the agenda except as provided in Subsection 54954.2(b).

**BOARD OF DIRECTORS MEETING**

July 17, 2024, 4:00 p.m.

**AGENDA**

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

**BOARD OF DIRECTORS**

Scott H. Quady, President

Andy Waters, Vice-President

Raul Avila, Secretary

Jacquelyn McMillan, Treasurer

Thibault Robert, Director

**2. PUBLIC COMMENTS**

*This portion of the agenda may be utilized by any member of the public to address the Board of Directors on any matter within the jurisdiction of the Board that does not appear on the agenda and on matters that are on the agenda but are not designated as action items. Depending on the subject matter, the Board of Directors may be unable to respond at this time, or until the specific topic is placed on the agenda at a future CMWD Board Meeting, in accordance with the Ralph M. Brown Act. Please limit remarks to three minutes.*

To participate:

[https://us06web.zoom.us/j/84561392448?pwd=H99iPlpQqxn\\_tyHwp4l9crNoDyA5og.9Lxwf-xOnu0Y39\\_z](https://us06web.zoom.us/j/84561392448?pwd=H99iPlpQqxn_tyHwp4l9crNoDyA5og.9Lxwf-xOnu0Y39_z)

Phone # +1 (720) 707-2699 \*825427# (Denver)

Webinar ID: 845 6139 2448

Passcode: 930807

### **3. PRESENTATION**

- A. Recognition of Clerk of the Board Kara Wade for successful completion of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Professional Development Program in the areas of 1) Operations, 2) Human Resources, and 3) Supervisor Basics.

### **4. ITEMS TO BE ADDED TO THE AGENDA – GOVERNMENT CODE 54954.2(b)**

*Consideration of any items that require addition to the agenda due to the existence of an emergency situation, the need to take immediate action, and requests for remote participation due to emergency circumstances.*

### **5. CONSENT CALENDAR**

*Consent Calendar items are to be approved or accepted by vote on one motion unless a Board member requests separate consideration. If any Board member requests that an item be removed from the Consent Calendar for further discussion, it will be moved to the first item on the Action Items portion of the Agenda.*

- A. Approve the Minutes of the June 19, 2024 Regular Board Meeting
- B. Receive and Affirm the Payment Register for the District's Activities from May 28, 2024 to June 24, 2024
- C. Adopt Proposed Changes to the District's Administrative Code – Tricia Ferguson, Assistant Manager of Human Resources and Risk Management
- D. Adopt an Amended Conflict of Interest Code – Kristine McCaffrey, General Manager
- E. Adopt Resolution No. 2094, A Resolution of the Board of Directors of Calleguas Municipal Water District Awarding the Contract to Provide District Security Services and Approve a Not-to-Exceed Contract Amount of \$395,000 – Rob Peters, Manager of Operations & Maintenance

### **6. ACTION ITEMS**

*Action Items call for separate discussion and action by the Board for each agenda item.*

## 7. REPORTS

*Report items are placed on the agenda to provide information to the Board and the public and no Board action is sought.*

### A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report
2. General Manager's Report
3. Quarterly Investment Report – Dan Smith, Manager of Finance
4. Workplace Violence Prevention Plan Training – Daniel Cohen, Emergency Response Coordinator
5. Wildfire Update – Daniel Cohen, Emergency Response Coordinator
6. Legislative Update – Charlotte Holifield, Manager of External Affairs
7. Update on Regulation to Make Conservation a California Way of Life – Jenyffer Vasquez, Principal Water Resource Specialist
8. May 2024 Financial Report – Dan Smith, Manager of Finance
9. June 2024 Water Use and Sales, May 2024 Power Generation, and June 2024 Investment Summary Reports – Dan Smith, Manager of Finance

### B. GENERAL COUNSEL REPORT

1. General Counsel's Report

### C. BOARD OF DIRECTORS REPORTS

1. Finance Committee Meeting Report
2. Board Member Reports on Ancillary Duties

Reports on ancillary duties are placed on the agenda to provide a forum for discussion concerning the activities of external entities to which Calleguas Board members are assigned in a representative capacity.

- a. Report of ACWA Region 8 Director

- b. Report of ACWA Joint Powers Insurance Authority Representative
  - c. Report of Association of Water Agencies of Ventura County Representative
  - d. Report of Fox Canyon Groundwater Management Agency Representative
  - e. Report of Metropolitan Water District Director
  - f. Report of Ventura LAFCo Commissioner
  - g. Report of Ventura County Regional Energy Alliance Representative
  - h. Report of Ventura County Special Districts Association Representative
2. Directors' List of Administrative Code Reimbursable Meetings Other than Ancillary Duties
- Reimbursable meetings reports are placed on the agenda to comply with statutory and Calleguas Administrative Code requirements for members of a legislative body who attend a meeting at the expense of the local agency to provide a report of the meeting.
3. Discussion regarding upcoming meetings to be attended by Board members
4. Request for Future Agenda Items

## **8. INFORMATION ITEMS**

### **A. WRITTEN COMMUNICATION**

- 1. Letter from Congresswoman Julia Brownley to Chairman Cole and Ranking Member DeLauro of the House Appropriations Committee regarding Community Project Funding Request for Lake Bard Pump Station
- 2. Letter to Chair Umberg of the State Senate Judiciary Committee regarding AB 2182 (Haney): Public Works – Oppose Unless Amended
- 3. Letter to Chair Smallwood-Cuevas of the State Senate Labor, Public Employment, and Retirement Committee regarding AB 2182 (Haney): Public Works – Oppose Unless Amended

4. Letter to Assemblymember Steve Bennett supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
5. Letter to Assemblymember Jacqui Irwin supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
6. Letter to State Senator Monique Limón supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
7. Letter to State Senator Henry Stern supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
8. Coalition letter organized by Metropolitan Water District advocating for increased water infrastructure funding in proposed climate resilience bond
9. Coalition letter regarding fourth draft of proposed Conservation as a California Way of Life regulation
10. Coalition letter organized by ACWA regarding AB 2257 (Wilson): Local government: property-related water and sewer fees and assessments: remedies – Support
11. Coalition letter organized by ACWA supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
12. Coalition letter organized by ACWA opposing proposed reduction of funding for the Voluntary Agreements in state FY 2024 – 2025 Budget

## **9. CLOSED SESSION**

**10. ADJOURNMENT** to Board Meeting August 7, 2024 at 4:00 p.m.

**Note:** Calleguas Municipal Water District conducts in-person meetings in accordance with the Brown Act. The District has also established alternative methods of participation which permit members of the public to observe and address public meetings telephonically and/or electronically. These methods of participation can be accessed through the internet link provided at the top of this agenda.

In addition to the above referenced methods of participation, members of the public may also participate by submitting comments by email to [info@calleguas.com](mailto:info@calleguas.com) by 5:00 p.m. on the calendar day prior to the public meeting. Email headers should refer to the Board meeting for which comments are offered. Comments received will be placed into the record and distributed appropriately.

Agendas, agenda packets, and additional materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available on the District website at [www.calleguas.com](http://www.calleguas.com).

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 disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Secretary to the Board in advance of the meeting to ensure the 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.

CALLEGUAS MUNICIPAL WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
June 19, 2024

**MINUTES**

The meeting of the Board of Directors of Calleguas Municipal Water District was held in-person at 2100 E. Olsen Road, Thousand Oaks CA 91360. The District also provided telephonic and electronic methods of participation for the public as noted on the meeting agenda.

The meeting was called to order by Scott Quady, President of the Board, at 4:00 p.m.

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Directors Present at District Headquarters: Scott Quady, President  
Raul Avila, Secretary  
Jacquelyn McMillan, Treasurer  
Thibault Robert, Director

Director Absent: Andy Waters, Vice-President

Staff Present at District Headquarters: Kristine McCaffrey, General Manager  
Ian Prichard, Deputy General Manager  
Fernando Baez, Manager of Engineering  
Tricia Ferguson, Assistant Manager of Human Resources and Risk Management  
Matt Gomez, System Maintenance Supervisor  
Henry Graumlich, Executive Strategist  
Charlotte Holifield, Manager of External Affairs  
Jennifer Lancaster, Manager of Water Resources  
Kristen Morgan, Senior Accounting Technician  
Wes Richardson, Manager of Information Technology  
Steve Sabbe, IT Specialist  
Dan Smith, Manager of Finance  
Kara Wade, Clerk of the Board

Staff Present via Videoconference: Kayde Wade, Administrative Assistant

Legal Counsel Present at District Headquarters: Walter Wendelstein, Wendelstein Law Group, PC, District Counsel

## **2. PUBLIC COMMENTS**

None

## **4. ITEMS TO BE ADDED TO THE AGENDA – GOVERNMENT CODE 54954.2(b)**

None

## **3. PRESENTATION**

- A. Introduction of New System Maintenance Staff Members, Ivan Guzman and Andrés Andrade

Matt Gomez, System Maintenance Supervisor, introduced the new staff members. The Board welcomed them to Calleguas.

- B. 20-Year Service Award for General Manager Kristine McCaffrey

President Quady thanked Kristine for her 20 years of service. He highlighted some of the many substantial projects Kristine has managed over the years and her instrumental role in bringing millions of dollars in grant funding to Calleguas and other Ventura County agencies.

## **5. CONSENT CALENDAR**

- A. Approve the Minutes of the June 5, 2024 Regular Board Meeting
- B. Approve professional services to be performed in Fiscal Year 2024-25 on contracts without a fixed scope and fee — Dan Smith, Manager of Finance
- C. Award a contract to Falcon Fuels for an amount not to exceed \$150,000 for the period of July 1, 2024 through June 30, 2025 for provision of gasoline pursuant to a California Department of General Services Fuel Contract — Rob Peters, Manager of Operations and Maintenance
- D. Approve professional services by Northern Digital, Inc. in the amount of \$245,000 to upgrade the Turnout Automation System — Wes Richardson, Manager of Information Technology
- E. Reject all bids for Crew Building Improvements and Networking Center Relocation (Project No. 603R) – Fernando Baez, Manager of Engineering



On a motion by Director Avila, seconded by Director McMillan, the Board of Directors voted 4-0 to approve the Consent Calendar.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

## 6. ACTION ITEMS

- A. Increase Hourly Rate for Legal Services by Wendelstein Law Group, PC – Kristine McCaffrey, General Manager

On a motion by Director Avila, seconded by Director Robert, the Board of Directors voted 4-0 to increase the hourly rate of Wendelstein Law Group, PC for legal services.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

- B. Public hearing and discussion regarding adoption of proposed Resolution No. 2091, Establishing Rules, Rates, and Regulations for Water Service; Resolution No. 2092, Establishing Rates for Discharge to the Salinity Management Pipeline; and Resolution No. 2093, Adjusting Fees for Annexation to the District — Dan Smith, Manager of Finance

At 4:13 p.m., President Quady opened the Public Hearing. There was no public comment. At 4:14 p.m., President Quady closed the Public Hearing.

District Counsel advised the Board to adopt each resolution separately.

RESOLUTION NO. 2091  
A RESOLUTION PURSUANT TO ORDINANCE NO. 12  
ESTABLISHING RATES, RULES, AND REGULATIONS  
FOR WATER SERVICE TO AGENCIES WITHIN THE  
CALLEGUAS MUNICIPAL WATER DISTRICT

On a motion by Director McMillan, seconded by Director Robert, the Board of Directors voted 4-0 to adopt Resolution No. 2091. Resolution No. 2091 is attached and made part of these minutes.

AYES: Directors Robert, McMillan, Avila, Quady  
NOES: None  
ABSENT: Director Waters

RESOLUTION NO. 2092  
A RESOLUTION PURSUANT TO ORDINANCE NO. 19  
ESTABLISHING RATES FOR DISCHARGE TO THE  
SALINITY MANAGEMENT PIPELINE

On a motion by Director McMillan, seconded by Director Robert, the Board of Directors voted 4-0 to adopt Resolution No. 2092. Resolution No. 2092 is attached and made part of these minutes.

AYES: Directors Robert, McMillan, Avila, Quady  
NOES: None  
ABSENT: Director Waters

RESOLUTION NO. 2093  
A RESOLUTION ADJUSTING  
THE FEE FOR ANNEXATION TO THE DISTRICT

On a motion by Director McMillan, seconded by Director Robert, the Board of Directors voted 4-0 to adopt Resolution No. 2093. Resolution No. 2093 is attached and made part of these minutes.

AYES: Directors Robert, McMillan, Avila, Quady  
NOES: None  
ABSENT: Director Waters

- C. Adopt Fiscal Year 2024-25 Budget and Approve Revised Salary Schedule with New Position of Electrical Construction Inspector — Dan Smith, Manager of Finance

On a motion by Director Robert, seconded by Director McMillan, the Board of Directors voted 4-0 to adopt the Fiscal Year 2024-25 Budget and approve the revised salary schedule with the new position of Electrical Construction Inspector.

AYES: Directors Robert, McMillan, Avila, Quady  
NOES: None  
ABSENT: Director Waters

## 7. REPORTS

### A. GENERAL MANAGER AND STAFF REPORTS

#### 1. General Managers Report

The General Manager reported on meetings attended and matters of interest to the Board of Directors.

#### 2. Water Resources Implementation Strategy (WRIST) Update – Kristine McCaffrey, General Manager, and Ian Prichard, Deputy General Manager

The General Manager and Deputy General Manager provided an update on the WRIST and responded to questions from the Board.

#### 3. Crew Building Improvements and Networking Center Relocation (Project No. 603) Value Engineering – Fernando Baez, Manager of Engineering

The Manager of Engineering provided an overview of the recent value engineering effort undertaken for the project and responded to questions from the Board.

#### 4. Update on Website Redesign – Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources showed the Board a mock-up of certain pages of the new website design and responded to questions from the Board.

#### 5. May 2024 Water Use and Sales, April 2024 Power Generation, and May 2024 Investment Summary Reports – Dan Smith, Manager of Finance

The Manager of Finance presented the reports and responded to questions from the Board.

### B. GENERAL COUNSEL REPORT

#### 1. General Counsel's Report

District Counsel stated he has been working closely with the Manager of Engineering regarding the Crew Building Improvements and Networking Center Relocation (Project No. 603) rejection of all bids and the value engineering findings and recommendations.

C. BOARD OF DIRECTORS REPORTS

1. Board Member Reports on Ancillary Duties

*Reports on ancillary duties are placed on the agenda to provide a forum for discussion concerning the activities of external entities to which Calleguas Board members are assigned in a representative capacity.*

a. Report of ACWA Region 8 Director

No report.

b. Report of ACWA Joint Powers Insurance Authority (JPIA) Representative

No report.

c. Report of Association of Water Agencies of Ventura County Representative

Director Avila said that he attended the AWA Committee Meeting on June 14. They discussed the Reagan Library Event scheduled for September 19.

d. Report of Fox Canyon Groundwater Management Agency Representative

No report. Director Avila noted that, in the event Gene West is absent from the next meeting, he may need to attend in his capacity as alternate water agency representative.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from June 6 to June 19. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

No report.

g. Report of Ventura County Regional Energy Alliance Representative

No report.

h. Report of Ventura County Special Districts Association Representative

No report. Director Robert noted that the June 4 meeting was canceled.

2. Directors' List of Administrative Code Reimbursable Meetings Other than Ancillary Duties

*Reimbursable meetings reports are placed on the agenda to comply with statutory and Calleguas Administrative Code requirements for members of a legislative body who attend a meeting at the expense of the local agency to provide a report of the meeting.*

Board members provided reports on various meetings that they attended which are subject to the District's reimbursement policy.

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

The General Manager noted that the June 27 Purveyor Meeting and the July 3 Calleguas Board Meeting are canceled.

The August 21 Calleguas Board Meeting will need to be rescheduled due to the ACWA Region 8 event. Director Quady is a Region 8 Board Member and Kristine McCaffrey is a panelist.

4. Request for Future Agenda Items

None

**8. INFORMATION ITEMS**

None

**9. CLOSED SESSION**

None

## 10. ADJOURNMENT

Director Quady declared the meeting adjourned at 5:43 p.m.

Respectfully submitted,

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Raul Avila, Board Secretary

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

RAUL AVILA, SECRETARY  
DIVISION 1

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

THIBAUT ROBERT, DIRECTOR  
DIVISION 4

KRISTINE MCCAFFREY  
GENERAL MANAGER



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**BOARD MEMORANDUM**

**Date:** July 17, 2024  
**To:** Board of Directors  
**From:** Dan Smith, Manager of Finance  
**Subject:** Item 5.B – Receive and Affirm the Payment Register for the District’s Activities from May 28, 2024 to June 24, 2024

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**Objective:** Report to the Board all payments made by the District by check, Electronic Fund Transfer (EFT), or Automated Clearing House (ACH) payment.

**Recommended Action:** Receive and Affirm the Payment Register for the District’s Activities from May 28, 2024 to June 24, 2024.

**Budget Impact:** None. All items were paid in accordance with the budget.

**Discussion:** Once a month, staff reports to the Board all of the payments made to vendors of the District by check, EFT, or ACH. The current register covers the period from May 28, 2024 through June 24, 2024 for payments totaling \$19,795,242.02.

**Attachment:**  
Payment Register: 05/28/24 – 06/24/24



# Payment Register

## 05/28/2024 - 06/24/2024



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**Payroll Accounts**

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Payroll Checks/EFT Issued **711,839.35**



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**Operating Account**

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Checks Issued: 1,507,425.25

Electronic Fund Transfers (EFT) issued: 17,575,977.42

**Total Payments** **\$ 19,083,402.67**



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**Total Checks & Electronic Fund Transfers for 05/28/2024 - 06/24/2024** **\$ 19,795,242.02**

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# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>72 Mechanical Heating and Air Conditioning</b>							
	25403	06/19/2024	1043	Conejo PS HVAC Repair	1,300.00		
			1044	Conejo PS HVAC Repair	3,700.00		
				<b>Check# 25403 Total</b>	<b>5,000.00</b>		
<b>Access Control Security, Inc.</b>							
	25401	06/12/2024	59691	Security Services - May 2024	7,829.68		
				<b>Check# 25401 Total</b>	<b>7,829.68</b>		
<b>ACWA/Joint Powers Insurance</b>							
	25333	06/05/2024	WC 1st Qtr 2024	Wkr Comp C037 - Jan - Mar 2024	39,320.49		
				<b>Check# 25333 Total</b>	<b>39,320.49</b>		
	25334	06/05/2024	702595	2024-06 Dental/Vision	10,884.09		
				<b>Check# 25334 Total</b>	<b>10,884.09</b>		
<b>Advanced Sanitation</b>							
	25404	06/19/2024	14852	Septic Tank Services	480.00		
				<b>Check# 25404 Total</b>	<b>480.00</b>		
<b>Aflac</b>							
	25335	06/05/2024	994607	2024-06 EE Paid Ins	258.49		
				<b>Check# 25335 Total</b>	<b>258.49</b>		
<b>Airgas USA, LLC</b>							
	25405	06/19/2024	9150579756	Welding Supplies	653.38		
				<b>Check# 25405 Total</b>	<b>653.38</b>		
<b>All Connected</b>							
	25378	06/12/2024	43869	VoIP Local Phone Usage	242.96		
			43880	Cisco SmartNet 2024 Renewal	13,895.98		
			43884	Laserfiche Server Upgrade	1,069.00		
			43888	Wildcard Certification Renewal	320.00		
				<b>Check# 25378 Total</b>	<b>15,527.94</b>		
	25406	06/19/2024	108524	Support Connect Services - Jun 2024	13,968.44		
			108525	Disaster Recovery Services - Jun 2024	6,614.60		
			108568	ArcGIS Server Replacement	1,715.00		
			43897	Meraki Support Renewal	4,591.18		
				<b>Check# 25406 Total</b>	<b>26,889.22</b>		
<b>All Purpose Safety Training Solutions</b>							
	25379	06/12/2024	17520B	Qualified Rigger Training	1,742.50		
				<b>Check# 25379 Total</b>	<b>1,742.50</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Amazon Capital Services, Inc.	25407	06/19/2024	16K9-91LV-4CH1	Control Tools	96.22		
			17P9-D7LQ-63YH	Control Sys. Supplies	75.23		
			1FY7-J491-6RHD	HRRM Supplies	261.63		
			1GKQ-PHPP-4MHJ	Dist. Light Tools	89.91		
			1HLQ-M3K1-YYWR	O&M Supplies	71.04		
			1JJ7-3MRQ-4HPM	EP Hydro Camera Supplies	428.55		
			1NDC-3HJ3-6FXN	O&M Supplies	105.04		
			1NMR-Q6HN-6GQD	Sys. Maint. Supplies	263.10		
			1PWR-V43X-CJCL	Office Supplies	68.09		
			1PY6-9WLX-6FKD	Sys. Maint. Supplies	149.34		
			1VCG-3YTG-4X17	Dist. Light Tools	104.92		
			1WWW-JQRV-7VGL	IT Supplies	933.91		
			<b>Check# 25407 Total</b>				
Aquatic Bioassay	25380	06/12/2024	CMW0624.0446	Lab Services	945.00		
<b>Check# 25380 Total</b>					<b>945.00</b>		
Association of Water Agencies-VC	25336	06/05/2024	06-15695	Math Workshop - 05/15/24	450.00		
			06-15705	WaterWise Breakfast - 05/16/24	210.00		
<b>Check# 25336 Total</b>					<b>660.00</b>		
	25381	06/12/2024	06-15723	CCWUC Training - 05/29/24	80.00		
<b>Check# 25381 Total</b>					<b>80.00</b>		
Astra Backflow, Inc	25337	06/05/2024	291376	Cla-Val Parts	38.29		
			291377	Cla-Val Parts	40.76		
			291378	Cla-Val Parts	599.10		
<b>Check# 25337 Total</b>					<b>678.15</b>		
AT&T	25338	06/05/2024	1823349807	Signal Channels	155.20		
			<b>Check# 25338 Total</b>				
	25339	06/05/2024	284857073-0524	Signal Channels	117.70		
<b>Check# 25339 Total</b>					<b>117.70</b>		
Automationdirect.com, Inc.	25408	06/19/2024	16598384	SCADA Mini Project	314.24		
<b>Check# 25408 Total</b>					<b>314.24</b>		
B & R Supply, Inc.	25311	05/29/2024	1901000695	Padlocks	545.64		
<b>Check# 25311 Total</b>					<b>545.64</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>B &amp; R Supply, Inc. (continued)</b>	<b>25340</b>	06/05/2024	1901000937	Calibration	90.18		
				<b>Check# 25340 Total</b>	<b>90.18</b>		
<b>Benner and Carpenter</b>	<b>25409</b>	06/19/2024	15683	Semi Annual Lake Bard Dike and Dam Survey	2,600.00		
				<b>Check# 25409 Total</b>	<b>2,600.00</b>		
<b>Blois Construction, Inc.</b>	<b>25341</b>	06/05/2024	Release 619	Retention Release 619 - 12043	14,745.26		
				<b>Check# 25341 Total</b>	<b>14,745.26</b>		
<b>Brucar Locksmith</b>	<b>25342</b>	06/05/2024	E04OCF	Lock	41.83		
				<b>Check# 25342 Total</b>	<b>41.83</b>		
<b>C &amp; M Auto Truck Electric</b>	<b>25410</b>	06/19/2024	061024 Service	Service Unit 18	461.45		
				<b>Check# 25410 Total</b>	<b>461.45</b>		
<b>C.A. Short Company</b>	<b>25343</b>	06/05/2024	PI0000099396	Service Awards	48.60		
				<b>Check# 25343 Total</b>	<b>48.60</b>		
	<b>25411</b>	06/19/2024	PI0000096147	Service Awards	958.02		
			PI0000099825	Service Awards	199.81		
				<b>Check# 25411 Total</b>	<b>1,157.83</b>		
<b>California State Disbursement Unit</b>	<b>25344</b>	06/05/2024	1516801-0524B	#200000001516801-05/31/24	180.00		
				<b>Check# 25344 Total</b>	<b>180.00</b>		
	<b>25412</b>	06/19/2024	1516801-0624A	#200000001516801-06/15/24	180.00		
				<b>Check# 25412 Total</b>	<b>180.00</b>		
<b>California Water Environment Assoc (CWEA)</b>	<b>25413</b>	06/19/2024	432644-2024	CWEA Membership Renewal -Zavala	98.00		
				<b>Check# 25413 Total</b>	<b>98.00</b>		
<b>Carbon Health Medical Group of CA</b>	<b>25414</b>	06/19/2024	April 2024	Pre-Employment Physical	100.00		
			May 2024	Pre-Employment Physical	100.00		
				<b>Check# 25414 Total</b>	<b>200.00</b>		
<b>City of Camarillo</b>	<b>25345</b>	06/05/2024	Mar 2024	2024-03 NPV Desalter LRP Credit	48,189.33		
				<b>Check# 25345 Total</b>	<b>48,189.33</b>		
	<b>25382</b>	06/12/2024	MET 113-2	Cons. Credit for Camarillo Clear Program	1,114.00		
				<b>Check# 25382 Total</b>	<b>1,114.00</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>City of Oxnard</b>	<b>25383</b>	06/12/2024	MET 204-1	Conservation Credit Oxnard Fix-A-Leak Month	5,262.50		
				<b>Check# 25383 Total</b>	<b>5,262.50</b>		
<b>City of Thousand Oaks</b>	<b>25384</b>	06/12/2024	48326-46726-0624	Utilities	444.92		
				<b>Check# 25384 Total</b>	<b>444.92</b>		
	<b>25385</b>	06/12/2024	48326-50840-0624	Utilities	47.67		
				<b>Check# 25385 Total</b>	<b>47.67</b>		
<b>Coastal Pipco</b>	<b>25312</b>	05/29/2024	S2255872.001	Piping Supplies	348.24		
				<b>Check# 25312 Total</b>	<b>348.24</b>		
	<b>25415</b>	06/19/2024	S2255872.002 S2256347.001	Piping Supplies Piping Supplies	66.93 200.98		
				<b>Check# 25415 Total</b>	<b>267.91</b>		
<b>Colonial Life &amp; Accident Ins</b>	<b>25346</b>	06/05/2024	7189616-0513338	2024-06 EE Paid Ins	1,350.00		
				<b>Check# 25346 Total</b>	<b>1,350.00</b>		
<b>Conejo Recreation &amp; Park District</b>	<b>25347</b>	06/05/2024	2080 Erbes Rd	SCE Easement	500.00	592	Lindero Pump Station Rehabilitation
				<b>Check# 25347 Total</b>	<b>500.00</b>		
<b>ConnectWise, LLC</b>	<b>25386</b>	06/12/2024	INV01142368	Perch - IT Security Service - June 2024	1,588.40		
				<b>Check# 25386 Total</b>	<b>1,588.40</b>		
<b>Contractor Compliance &amp; Monitoring</b>	<b>25416</b>	06/19/2024	21117	Labor Compliance Service	1,800.00	450	LVMWD-CMWD Interconnection
				<b>Check# 25416 Total</b>	<b>1,800.00</b>		
<b>Core &amp; Main LP</b>	<b>25417</b>	06/19/2024	U899931	CLA-VAL Stock	32,207.21		
				<b>Check# 25417 Total</b>	<b>32,207.21</b>		
<b>D&amp;H Water Systems</b>	<b>25313</b>	05/29/2024	I2024-0620	LBWFP Annual Halogen Valve Certification	1,345.00		
				<b>Check# 25313 Total</b>	<b>1,345.00</b>		
	<b>25418</b>	06/19/2024	I2024-0698	WF Annual Halogen Valve Certification	2,621.81		
				<b>Check# 25418 Total</b>	<b>2,621.81</b>		
<b>DCH Ford of Thousand Oaks</b>	<b>25314</b>	05/29/2024	903537	Service Unit 54	138.78		
				<b>Check# 25314 Total</b>	<b>138.78</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>DCH Ford of Thousand Oaks</b>							
(continued)	25348	06/05/2024	903558	Service Unit 48	124.15		
				<b>Check# 25348 Total</b>	<b>124.15</b>		
	25402	06/14/2024	899163	Service Unit 22	3,811.16		
				<b>Check# 25402 Total</b>	<b>3,811.16</b>		
	25419	06/19/2024	903785	Service Unit 45	753.40		
			903893	Service Unit 28	3,617.17		
			903907	Service Unit 64	124.15		
			903992	Service Unit 55	146.64		
			904063	Service Unit 9	901.40		
			904218	Service Unit 16	1,239.23		
			904312	Service Unit 22	118.19		
				<b>Check# 25419 Total</b>	<b>6,900.18</b>		
<b>Dragon Media Co.</b>							
	25377	06/05/2024	1305	Media Services	585.00		
				<b>Check# 25377 Total</b>	<b>585.00</b>		
<b>ECS Imaging Inc.</b>							
	25349	06/05/2024	18708	Laserfiche Annual Renewal FY 2025	13,424.50		
				<b>Check# 25349 Total</b>	<b>13,424.50</b>		
<b>Embroidered Treasures</b>							
	25350	06/05/2024	3413	Embroidery Services	525.53		
				<b>Check# 25350 Total</b>	<b>525.53</b>		
<b>Endress &amp; Hauser, Inc.</b>							
	25420	06/19/2024	6002576149	Recalibration Ultrasonic Flowmeter SMP	1,228.69		
				<b>Check# 25420 Total</b>	<b>1,228.69</b>		
<b>Eurofins Eaton Analytical, Inc.</b>							
	25315	05/29/2024	3800053001	Lab Services	183.75		
				<b>Check# 25315 Total</b>	<b>183.75</b>		
<b>Falcon Fuels</b>							
	25316	05/29/2024	71501	Fuel	7,526.61		
				<b>Check# 25316 Total</b>	<b>7,526.61</b>		
	25421	06/19/2024	72246	Fuel	6,529.72		
				<b>Check# 25421 Total</b>	<b>6,529.72</b>		
<b>Federal Express</b>							
	25351	06/05/2024	8-510-59999	Express Shipping	33.98	592	Lindero Pump Station Rehabilitation
				Express Shipping	243.54		
			8-517-21665	Express Shipping	493.53		
				<b>Check# 25351 Total</b>	<b>771.05</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description	
Fgl Environmental	25352	06/05/2024	404432A	Lab Services	109.00			
			404620A	Lab Services	109.00			
			406972A	Lab Services	285.00			
			407564A	Lab Services	79.00			
			<b>Check# 25352 Total</b>				<b>582.00</b>	
Fisher Scientific	25353	06/05/2024	2556867	Lab Supplies	55.08			
			<b>Check# 25353 Total</b>				<b>55.08</b>	
			25422	06/19/2024	3003390	O&M Stock	99.53	
<b>Check# 25422 Total</b>							<b>99.53</b>	
Fluke Electronics Corp.	25423	06/19/2024	120032042	Water Pump Repair	1,179.75			
					<b>Check# 25423 Total</b>			
Franchise Tax Board	25354	06/05/2024	886463872-0524B	#886463872-05/31/24	25.00			
			<b>Check# 25354 Total</b>				<b>25.00</b>	
			25424	06/19/2024	886463872-0624A	#886463872-06/15/24	25.00	
<b>Check# 25424 Total</b>							<b>25.00</b>	
Frontier	25387	06/12/2024	2091781628-0524	Signal Channels	66.02			
			2131743676-0524	Signal Channels	141.66			
			4241537402-0524	Signal Channels	118.71			
			4241537402-0624	Signal Channels	147.05			
			<b>Check# 25387 Total</b>				<b>473.44</b>	
Gannett California LocalIQ	25388	06/12/2024	1251770-0524	Water Rates Ad	478.02			
<b>Check# 25388 Total</b>				<b>478.02</b>				
GI Industries	25389	06/12/2024	2198199-0283-0	Waste Removal - Recycle	261.42			
			2198329-0283-3	Waste Removal & Green	1,372.10			
			2198361-0283-6	Waste Removal - Green - Grimes	311.44			
			<b>Check# 25389 Total</b>				<b>1,944.96</b>	
Glendale Adventist	25425	06/19/2024	77516	Annual Hearing Exams	1,560.00			
<b>Check# 25425 Total</b>				<b>1,560.00</b>				
Grainger	25317	05/29/2024	9125593534	System Maintenance Tools	3,764.08			
			9127065283	System Maintenance Tools	310.26			
			9127083609	O&M Supplies	120.44			
			<b>Check# 25317 Total</b>				<b>4,194.78</b>	

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>Grainger (continued)</b>	<b>25355</b>	06/05/2024	9130718290	Safety Signs	208.93		
			9132307977	Sys. Maint. Supplies - Credit	(148.33)		
			9133011362	Dist. Supplies	66.82		
			9134063578	Dist. Supplies	120.26		
			9134274886	Sys. Maint. Supplies	414.54		
			9135039825	O&M Supplies	23.42		
				<b>Check# 25355 Total</b>	<b>685.64</b>		
	<b>25426</b>	06/19/2024	9138873113	Dist. Supplies	135.10		
			9141430968	Dist. Supplies	422.14		
			9141430976	Dist. Supplies	19.83		
			9141771544	PPE	560.75		
			9146321071	Dist. Tools	257.74		
			9147425939	Dist. Supplies	37.16		
				<b>Check# 25426 Total</b>	<b>1,432.72</b>		
<b>Granite Construction Company</b>	<b>25356</b>	06/05/2024	2712717	WF2 Repair	950.43		
				<b>Check# 25356 Total</b>	<b>950.43</b>		
<b>Gregory E. Johnson</b>	<b>25427</b>	06/19/2024	2024-05	Risk Mgmt Services	720.00	450	LVMWD-CMWD Interconnection
				Risk Mgmt Services	1,395.00		
				<b>Check# 25427 Total</b>	<b>2,115.00</b>		
<b>Gucciardo Design</b>	<b>25318</b>	05/29/2024	INV-000630	Water Quality Report 2024	2,659.96		
				<b>Check# 25318 Total</b>	<b>2,659.96</b>		
	<b>25390</b>	06/12/2024	INV-000632	Building Resilience Through Water Eff. Flyers	170.00		
				<b>Check# 25390 Total</b>	<b>170.00</b>		
<b>Hamner Jewell &amp; Associates</b>	<b>25357</b>	06/05/2024	203555	ROW Services	577.50	562	Calleguas-Ventura Interconnection
			203556	ROW Correction - Reg 9	5,032.50		
			203573	ROW Services	1,526.25	592	Lindero Pump Station Rehabilitation
				<b>Check# 25357 Total</b>	<b>7,136.25</b>		
<b>Home Depot Credit Services</b>	<b>25391</b>	06/12/2024	8086-0524	Credit Card Charges - O&M	4,985.89		
				<b>Check# 25391 Total</b>	<b>4,985.89</b>		
<b>Hunt Ortmann Palffy Nieves Darling &amp; Mah, Inc.</b>	<b>25428</b>	06/19/2024	106980	Legal Services	198.00	450	LVMWD-CMWD Interconnection
				<b>Check# 25428 Total</b>	<b>198.00</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>Idexx Distribution, Inc.</b>	<b>25358</b>	06/05/2024	3152661592	Lab Supplies	468.04		
				<b>Check# 25358 Total</b>	<b>468.04</b>		
<b>Indian Springs Mfg Co Inc</b>	<b>25359</b>	06/05/2024	24200485	GCDF Parts	2,952.68		
				<b>Check# 25359 Total</b>	<b>2,952.68</b>		
<b>Kaizen InfoSource LLC</b>	<b>25360</b>	06/05/2024	20240601	Records Management	3,500.00		
				<b>Check# 25360 Total</b>	<b>3,500.00</b>		
<b>Kiewit Infrastructure West Co.</b>	<b>25429</b>	06/19/2024	450-32	Construction Retention	815,770.40	450	LVMWD-CMWD Interconnection
				<b>Check# 25429 Total</b>	(40,788.52)		
					<b>774,981.88</b>		
<b>L.A. Design Studio</b>	<b>25392</b>	06/12/2024	5774	Website Redesign	7,000.00		
				<b>Check# 25392 Total</b>	<b>7,000.00</b>		
<b>Larry Walker Associates</b>	<b>25361</b>	06/05/2024	244.76-5	Crew Bldg. Improvement	483.00	603	Crew Building Improvements / Networking Center
				<b>Check# 25361 Total</b>	<b>483.00</b>		
<b>LBL Equipment Repair, Inc.</b>	<b>25362</b>	06/05/2024	R3506N	Equipment Repair	2,398.09		
				<b>Check# 25362 Total</b>	<b>2,398.09</b>		
<b>Leighton Consulting, Inc.</b>	<b>25363</b>	06/05/2024	62600	Dam & Dike Seismic Analysis Phase 2	27,574.10		
				<b>Check# 25363 Total</b>	<b>27,574.10</b>		
<b>Mac Valley Oil Company</b>	<b>25364</b>	06/05/2024	24-317958 24-318492	Oil Oil	1,903.46 1,975.23		
				<b>Check# 25364 Total</b>	<b>3,878.69</b>		
<b>Maple Systems, Inc.</b>	<b>25319</b>	05/29/2024	INV216552	Wellfield Supplies	3,788.69		
				<b>Check# 25319 Total</b>	<b>3,788.69</b>		
<b>Mc Master-Carr Supply Company</b>	<b>25320</b>	05/29/2024	27008716 27312236 27525567	Dist. Supplies Dist. Supplies Dist. Supplies - Credit	75.73 513.71 (514.66)		
				<b>Check# 25320 Total</b>	<b>74.78</b>		



# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>Mc Master-Carr Supply Company</b>							
(continued)	25365	06/05/2024	27676118	Dist. Supplies	389.02		
			27688615	Dist. Supplies	152.51		
			27711009	Dist. Supplies	2,495.53		
			27745071	Dist. Supplies	14.89		
			27751185	O&M Supplies	25.71		
				<b>Check# 25365 Total</b>	<b>3,077.66</b>		
<b>25430</b>							
	06/19/2024	27997138		Sys. Maint Supplies	80.64		
		28054184		Dist. Supplies	39.25		
		28527649		Dist. Supplies	279.39		
				<b>Check# 25430 Total</b>	<b>399.28</b>		
<b>Moody's Investors Service</b>							
	25366	06/05/2024	P0430463	2008A LOC Rating Fee	2,000.00		
				<b>Check# 25366 Total</b>	<b>2,000.00</b>		
<b>Napa Auto Parts</b>							
	25321	05/29/2024	866708	Unit 56 Supplies	13.93		
				<b>Check# 25321 Total</b>	<b>13.93</b>		
<b>25367</b>							
	06/05/2024	867134		Unit 51 Supplies	88.94		
		868510		Unit 17 Supplies	75.56		
				<b>Check# 25367 Total</b>	<b>164.50</b>		
<b>25431</b>							
	06/19/2024	869194		Unit 65 Supplies	30.54		
				<b>Check# 25431 Total</b>	<b>30.54</b>		
<b>Newark</b>							
	25393	06/12/2024	37190782	Electrical Supplies	231.66		
				<b>Check# 25393 Total</b>	<b>231.66</b>		
<b>Northern Safety Co., Inc.</b>							
	25432	06/19/2024	906241704	PPE	147.74		
				<b>Check# 25432 Total</b>	<b>147.74</b>		
<b>NV5, Inc.</b>							
	25433	06/19/2024	390358	Construction Materials Testing	18,284.00	450	LVMWD-CMWD Interconnection
				<b>Check# 25433 Total</b>	<b>18,284.00</b>		
<b>Nyeland Promise</b>							
	25394	06/12/2024	1005	Grant Award Celebration	770.00		
				<b>Check# 25394 Total</b>	<b>770.00</b>		
<b>Office Depot</b>							
	25322	05/29/2024	30655329	Office Supplies	653.15		
				<b>Check# 25322 Total</b>	<b>653.15</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Office Depot (continued)	25434	06/19/2024	31022512	Office Supplies	366.99		
				<b>Check# 25434 Total</b>	<b>366.99</b>		
Orkin Pest Control	25323	05/29/2024	260604601	Pest Control	267.99		
				<b>Check# 25323 Total</b>	<b>267.99</b>		
Patriot Environmental Services	25462	06/19/2024	05-23-00413-1R	Caustic Tank Clean Out	14,015.15		
				<b>Check# 25462 Total</b>	<b>14,015.15</b>		
Petty Cash	25435	06/19/2024	PC 05/31/24	Petty Cash - May 2024	88.92		
				<b>Check# 25435 Total</b>	<b>88.92</b>		
Phoenix Civil Engineering	25436	06/19/2024	22894	Engineering Consulting	32,082.75	450	LVMWD-CMWD Interconnection
				<b>Check# 25436 Total</b>	<b>32,082.75</b>		
Physis Environmental Laboratories, Inc.	25437	06/19/2024	1502001-102	Lab Services	330.00		
			1502001-103	Lab Services	330.00		
				<b>Check# 25437 Total</b>	<b>660.00</b>		
PR Electronics, Inc.	25368	06/05/2024	53511	Signal Isolators for Turnouts	2,164.59		
				<b>Check# 25368 Total</b>	<b>2,164.59</b>		
Price, Postel & Parma, LLP	25438	06/19/2024	212981	Legal Services	1,209.00	569	Simi Valley Reservoir
				<b>Check# 25438 Total</b>	<b>1,209.00</b>		
Printing Connection	25439	06/19/2024	71948	Envelopes	353.48		
				<b>Check# 25439 Total</b>	<b>353.48</b>		
Quinn Company	25440	06/19/2024	WON10022491	East Portal Radiator Replacement	17,981.79		
			WON10022536	Annual Generator PM Y3	10,230.95		
			WON10022538	Annual Generator PM Y3	10,230.95		
			WON10022539	Annual Generator PM Y3	10,230.95		
			WON10022569	Annual Generator PM Y3	10,250.45		
			WON10022647	Annual Generator PM Y3	10,292.79		
			WON10022648	Annual Generator PM Y3	8,028.90		
				<b>Check# 25440 Total</b>	<b>77,246.78</b>		
Radwell International Inc.	25395	06/12/2024	34496973	Electrical Supplies	320.91		
				<b>Check# 25395 Total</b>	<b>320.91</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Regents of the University of California	25324	05/29/2024	12345	Master Gardener Program Speaker Fee	50.00		
				<b>Check# 25324 Total</b>	<b>50.00</b>		
Ron's Portable Welding	25369	06/05/2024	6979	Welding Services	1,125.00		
				<b>Check# 25369 Total</b>	<b>1,125.00</b>		
Safety Unlimited, Inc.	25396	06/12/2024	CMWD053124	Hazwoper Training	39.95		
				<b>Check# 25396 Total</b>	<b>39.95</b>		
SafetyNet Inc.	25370	06/05/2024	71408	NFPA70E Arc Flash Training	2,008.50		
				<b>Check# 25370 Total</b>	<b>2,008.50</b>		
SAS Business Services	25441	06/19/2024	47503	Picture Plate	10.73		
				<b>Check# 25441 Total</b>	<b>10.73</b>		
ServiceWear Apparel, Inc.	25371	06/05/2024	54779115 54779116	Uniforms Uniforms	134.27 73.97		
				<b>Check# 25371 Total</b>	<b>208.24</b>		
Shred-It	25442	06/19/2024	8007381357	Shredding Services	132.25		
				<b>Check# 25442 Total</b>	<b>132.25</b>		
Simi Hardware & Rock Depot	25443	06/19/2024	115592	O&M Stock	3.43		
				<b>Check# 25443 Total</b>	<b>3.43</b>		
Simi Valley Chevrolet	25325	05/29/2024	16105126	Service Unit 34	641.45		
				<b>Check# 25325 Total</b>	<b>641.45</b>		
	25444	06/19/2024	16105922	Service Unit 66	75.00		
				<b>Check# 25444 Total</b>	<b>75.00</b>		
Southern California Edison	25326	05/29/2024	6000015092670524	Utilities	1,333.47		
				<b>Check# 25326 Total</b>	<b>1,333.47</b>		
	25397	06/12/2024	7003460257200524 7007879066910624	WF Pumping Power Pumping Power Costs	56,882.56 53,296.76		
				<b>Check# 25397 Total</b>	<b>110,179.32</b>		
	25445	06/19/2024	7005542693600624 7005544657840624	WF Pumping Power WF Pumping Power	19,868.05 24,751.25		
				<b>Check# 25445 Total</b>	<b>44,619.30</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>Southern California Edison</b>							
(continued)	25446	06/19/2024	4252-1014735	Springville Power Gen Fees	178.89		
				<b>Check# 25446 Total</b>	<b>178.89</b>		
<b>Spectrum/Charter Communications</b>							
	25398	06/12/2024	0122407060524	Internet	1,050.00		
				<b>Check# 25398 Total</b>	<b>1,050.00</b>		
<b>Standard Insurance Company</b>							
	25372	06/05/2024	0017126900010624	2024-06 EE Paid Ins	8,042.25		
				<b>Check# 25372 Total</b>	<b>8,042.25</b>		
<b>Sunbelt Rentals, Inc.</b>							
	25327	05/29/2024	152116122-0002	John Deere 410L Backhoe Rental	3,253.98		
				<b>Check# 25327 Total</b>	<b>3,253.98</b>		
	25447	06/19/2024	152116122-0003	Rental Equipment Fuel Charge	383.42		
				<b>Check# 25447 Total</b>	<b>383.42</b>		
<b>Sustainable Mitigation</b>							
	25373	06/05/2024	1269	Weed Abatement Service	6,902.00		
			1275	Weed Abatement Service	5,521.60		
			1278	Weed Abatement Service	6,902.00		
				<b>Check# 25373 Total</b>	<b>19,325.60</b>		
	25448	06/19/2024	1285	Weed Abatement Service	4,141.20		
				<b>Check# 25448 Total</b>	<b>4,141.20</b>		
<b>The Gas Company</b>							
	25449	06/19/2024	03581318007-0624	Utilities	102.33		
				<b>Check# 25449 Total</b>	<b>102.33</b>		
<b>Thinking2</b>							
	25450	06/19/2024	196416	Website Update	31.25		
				<b>Check# 25450 Total</b>	<b>31.25</b>		
<b>Tony's Tires</b>							
	25328	05/29/2024	48288	Tire Repair Unit 62	25.00		
				<b>Check# 25328 Total</b>	<b>25.00</b>		
	25374	06/05/2024	48326	Tire Repair Unit 64	25.00		
				<b>Check# 25374 Total</b>	<b>25.00</b>		
	25451	06/19/2024	48380	Tires Unit 54	540.02		
				<b>Check# 25451 Total</b>	<b>540.02</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Underground Service Alert	25399	06/12/2024	23-2425727	Digalert Fees	88.22		
			520240151	DigAlert Services	298.75		
	<b>Check# 25399 Total</b>				<b>386.97</b>		
Ventura County Sheriff's Office	25375	06/05/2024	4811265-0524B	#56-2016-004811265-05/31/24	50.00		
			<b>Check# 25375 Total</b>				<b>50.00</b>
	25452	06/19/2024	4811265-0624A	#56-2016-004811265-06/15/24	50.00		
<b>Check# 25452 Total</b>				<b>50.00</b>			
Verizon Wireless	25329	05/29/2024	9964064534	Signal Channels	4,469.27		
			<b>Check# 25329 Total</b>				<b>4,469.27</b>
	25453	06/19/2024	9965777663	Telephone	2,491.09		
<b>Check# 25453 Total</b>				<b>2,491.09</b>			
WageWorks	25330	05/29/2024	INV6582637	2024-05 Admin Fees	220.00		
<b>Check# 25330 Total</b>				<b>220.00</b>			
Wells Fargo Business Card	25376	06/05/2024	2468-0524	Credit Card Charges - External Affairs	251.39		
			<b>Check# 25376 Total</b>				<b>251.39</b>
	25454	06/19/2024	4124-0524	Credit Card Charges - Water Res.	896.71		
				<b>Check# 25454 Total</b>			
	25455	06/19/2024	0544-0524	Credit Card Charges - Deputy GM	676.36		
				<b>Check# 25455 Total</b>			
	25456	06/19/2024	1210-0524	Credit Card Charges - HRRM	1,542.57		
				<b>Check# 25456 Total</b>			
	25457	06/19/2024	2219-0524	Credit Card Charges - Eng	582.47	603	Crew Building Improvements / Networking Center
				Credit Card Charges - Eng	2,788.20		
<b>Check# 25457 Total</b>				<b>3,370.67</b>			
25458	06/19/2024	2101-0524	Credit Card Charges - IT	654.54			
			<b>Check# 25458 Total</b>				<b>654.54</b>
25459	06/19/2024	6574-0524	Credit Card Charges - O&M	4,737.44			
			<b>Check# 25459 Total</b>				<b>4,737.44</b>

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>Wells Fargo Business Card</b> (continued)	<b>25460</b>	06/19/2024	9869-0524	Credit Card Charges - HRRM	2,677.77		
				<b>Check# 25460 Total</b>	<b>2,677.77</b>		
	<b>25461</b>	06/19/2024	6787-0524	Credit Card Charges - GM	272.46		
				<b>Check# 25461 Total</b>	<b>272.46</b>		
<b>White Cap, L.P.</b>	<b>25331</b>	05/29/2024	50026616012	O&M Supplies	165.97		
				<b>Check# 25331 Total</b>	<b>165.97</b>		
<b>Wildwood Boots</b>	<b>25400</b>	06/12/2024	246	Safety Shoes	298.22		
				<b>Check# 25400 Total</b>	<b>298.22</b>		
<b>YSI Incorporated</b>	<b>25332</b>	05/29/2024	1078476	Sonde Sensors for Lab	719.86		
				<b>Check# 25332 Total</b>	<b>719.86</b>		
<b>Check Total</b>					<b>1,507,425.25</b>		
<b>A and B Electric Company, Inc.</b>	<b>2595</b>	06/19/2024	96842	Meetings and Training	476.80		
			96843	Inspection & Consulting Services	19,526.65	450	LVMWD-CMWD Interconnection
			96844	Inspection & Consulting Services	3,450.00	590	TOD Pump Station Rehabilitation
			96845	Inspection & Consulting Services	10,268.75	591	Lake Sherwood Pump Station Rehabilitation
				<b>EFT# 2595 Total</b>	<b>33,722.20</b>		
<b>Arellano Associates</b>	<b>2575</b>	06/12/2024	21187	Public Outreach Support - May 2024	7,455.18	450	LVMWD-CMWD Interconnection
				<b>EFT# 2575 Total</b>	<b>7,455.18</b>		
<b>Bondy Groundwater Consulting, Inc.</b>	<b>2576</b>	06/12/2024	095-11	Groundwater Consulting	3,098.75		
				<b>EFT# 2576 Total</b>	<b>3,098.75</b>		
<b>Camrosa Water District</b>	<b>2569</b>	06/05/2024	Mar & Apr 2024	2024-03 & 04 Round Mountain LRP Credit	25,600.00		
				<b>EFT# 2569 Total</b>	<b>25,600.00</b>		
<b>Computershare Trust Company</b>	<b>2586</b>	06/14/2024	2010B-2024	2010 Series B Bond	4,980,161.20		
				<b>EFT# 2586 Total</b>	<b>4,980,161.20</b>		
<b>Dragon Media Co.</b>	<b>2577</b>	06/12/2024	1306	Grant Event 5/17/24 Media Services	580.00		
				<b>EFT# 2577 Total</b>	<b>580.00</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
<b>Employment Development Department (EDD)</b>							
	2561	06/04/2024	2024-05-31	2024-05-31 Payroll Taxes	25,045.87		
				<b>EFT# 2561 Total</b>	<b>25,045.87</b>		
	2591	06/18/2024	2024-06-15	2024-06-15 Payroll Taxes	26,526.29		
				<b>EFT# 2591 Total</b>	<b>26,526.29</b>		
<b>Geotab USA, Inc.</b>							
	2596	06/19/2024	IN384808	Vehicle GPS Service	1,125.75		
				<b>EFT# 2596 Total</b>	<b>1,125.75</b>		
<b>Hach Company</b>							
	2570	06/05/2024	14043757	Lab Supplies	170.64		
			14047382	System Analyzers	4,939.83		
				<b>EFT# 2570 Total</b>	<b>5,110.47</b>		
<b>HDR Engineering, Inc.</b>							
	2597	06/19/2024	1200625071	Value Eng. Svs. for Crew Bldg. Improvement	63,989.64	603	Crew Building Improvements / Networking Center
				<b>EFT# 2597 Total</b>	<b>63,989.64</b>		
<b>ICMA</b>							
	2562	06/05/2024	304070-457-0524B	2024-05-31 Def Comp	15,630.74		
				<b>EFT# 2562 Total</b>	<b>15,630.74</b>		
	2563	06/05/2024	803371-414-0524B	2024-05-31 RHS Plan	7,744.30		
				<b>EFT# 2563 Total</b>	<b>7,744.30</b>		
	2593	06/18/2024	304070-457-0624A	2024-06-15 Def Comp	16,320.74		
				<b>EFT# 2593 Total</b>	<b>16,320.74</b>		
	2594	06/18/2024	803371-414-0624A	2024-06-15 RHS Plan	7,924.40		
				<b>EFT# 2594 Total</b>	<b>7,924.40</b>		
<b>Internal Revenue Service (IRS)</b>							
	2566	06/04/2024	2024-05-31	2024-05-31 Payroll Taxes	138,331.99		
				<b>EFT# 2566 Total</b>	<b>138,331.99</b>		
	2592	06/18/2024	2024-06-15	2024-06-15 Payroll Taxes	145,414.06		
				<b>EFT# 2592 Total</b>	<b>145,414.06</b>		
<b>Kennedy Jenks Consultants</b>							
	2598	06/19/2024	172224	Prop 1 Round 1 IRWM Grant Administration	1,187.50	603	Crew Building Improvements / Networking Center
			172225	Engineering Consulting	8,652.50		
			172226	Prop 1 Round 2 IRWM Grant Administration	3,875.00		
			172227	CalArp Eval of Chlorine/Ammonia Syst. @ WF	31,301.25		
				<b>EFT# 2598 Total</b>	<b>45,016.25</b>		
<b>Metropolitan Water District</b>							
	2506	05/31/2024	11434	Water Payment - Mar 2024	5,303,298.33		
				<b>EFT# 2506 Total</b>	<b>5,303,298.33</b>		

# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Mission Uniform Service	2560	05/29/2024	521653471	Mat/Towel Service	81.91		
					<b>EFT# 2560 Total</b>	<b>81.91</b>	
	2571	06/05/2024	521697625	Mat/Towel Service	114.87		
					<b>EFT# 2571 Total</b>	<b>114.87</b>	
	2578	06/12/2024	521737629	Mat/Towel Services	88.16		
				<b>EFT# 2578 Total</b>	<b>88.16</b>		
Northern Digital, Inc.	2599	06/19/2024	521781398	Mat/Towel Service	114.87		
					<b>EFT# 2599 Total</b>	<b>114.87</b>	
	2600	06/19/2024	57814	DSO Conversion to Internet Connections	185.00		
			57821	Control System Integration Services	8,250.00	591	Lake Sherwood Pump Station Rehabilitation
			57822	Control System Integration Services	9,635.00	590	TOD Pump Station Rehabilitation
		57823	Control System Integration Services	2,400.00	450	LVMWD-CMWD Interconnection	
				<b>EFT# 2600 Total</b>	<b>20,470.00</b>		
On-Site Technical Services	2601	06/19/2024	11273	Inspection Services	662.78	450	LVMWD-CMWD Interconnection
			11274	Inspection Services	6,427.52	450	LVMWD-CMWD Interconnection
					<b>EFT# 2601 Total</b>	<b>7,090.30</b>	
Perliter & Ingalsbe	2602	06/19/2024	18864	NRCC Grading & Lind Fdr Loading	24,282.50		
			18865	Engineering Consulting	21,117.50	569	Simi Valley Reservoir
			18866	Engineering Consulting	7,312.50	562	Calleguas-Ventura Interconnection
			18867	Engineering Consulting	3,870.00	590	TOD Pump Station Rehabilitation
			18868	Engineering Consulting	2,610.00	591	Lake Sherwood Pump Station Rehabilitation
					<b>EFT# 2602 Total</b>	<b>59,192.50</b>	
Pers Health	2564	06/04/2024	17546700	2024-06 Health Premium	188,575.01		
					<b>EFT# 2564 Total</b>	<b>188,575.01</b>	
	2565	06/04/2024	17546705	2024-06 Health Premium	6,469.03		
				<b>EFT# 2565 Total</b>	<b>6,469.03</b>		
Pers Retirement	2567	06/05/2024	2024-05-1	2024-05-1 Classic Contrib	52,080.66		
					<b>EFT# 2567 Total</b>	<b>52,080.66</b>	
	2568	06/05/2024	2024-05-1P	2024-05-1 PEPRA Contrib	28,649.49		
					<b>EFT# 2568 Total</b>	<b>28,649.49</b>	
	2588	06/17/2024	2024-05-2	2024-05-2 Classic Contirb	51,547.71		
				<b>EFT# 2588 Total</b>	<b>51,547.71</b>		



# Payment Register

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Pers Retirement (continued)	2589	06/17/2024	2024-05-2P	2024-05-2 PEPRA Contrib	28,962.54		
					<b>EFT# 2589 Total</b>	<b>28,962.54</b>	
	2590	06/17/2024	2024-05-2PA	2024-05-2 Adj. PEPRA Contrib	278.54		
					<b>EFT# 2590 Total</b>	<b>278.54</b>	
Rincon Consultants, Inc.	2572	06/05/2024	56785	Environmental Consulting	15,637.83	562	Calleguas-Ventura Interconnection
					<b>EFT# 2572 Total</b>	<b>15,637.83</b>	
	2603	06/19/2024	56725	Environmental Consulting	3,248.12	536	SMP Phase 3
				Environmental Consulting	3,248.13	561	SMP Phase 4
				<b>EFT# 2603 Total</b>	<b>6,496.25</b>		
SatCom Global Inc.	2579	06/12/2024	AI06240059	Satellite Phone	56.77		
					<b>EFT# 2579 Total</b>	<b>56.77</b>	
Secorp Industries	2580	06/12/2024	I0087773	Monthly SCBA Inspection - May 2024	620.00		
					<b>EFT# 2580 Total</b>	<b>620.00</b>	
U.S. Bank	2582	06/14/2024	13124CEC7-2024	2008 Series A Bond	1,300,000.00		
					<b>EFT# 2582 Total</b>	<b>1,300,000.00</b>	
	2583	06/14/2024	2573400	2016 Series A Bond	2,025,673.96		
					<b>EFT# 2583 Total</b>	<b>2,025,673.96</b>	
	2584	06/14/2024	2576569	2014 Series A Bond	1,881,899.90		
				<b>EFT# 2584 Total</b>	<b>1,881,899.90</b>		
Wendelstein Law Group PC	2585	06/14/2024	2576622	2021 Series A Bond	1,016,751.65		
					<b>EFT# 2585 Total</b>	<b>1,016,751.65</b>	
	2573	06/05/2024	W 1247-0524	Legal Services	2,448.50	450	LVMWD-CMWD Interconnection
				Legal Services	383.50	569	Simi Valley Reservoir
			Legal Services	59.00	603	Crew Building Improvements / Networking Center	
			Legal Services	29,636.81			
		W 1260-0524	Legal Services	206.50	592	Lindero Pump Station Rehabilitation	
			Legal Services	295.00	603	Crew Building Improvements / Networking Center	
				<b>EFT# 2573 Total</b>	<b>33,029.31</b>		
					<b>EFT Total</b>	<b>17,575,977.42</b>	
					<b>Grand Total</b>	<b>19,083,402.67</b>	



**Payment Register - TMDL  
05/28/2024 - 06/24/2024**

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**TMDL Operating Cash Account**

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**Total Checks and Electronic Fund Transfers Issued: \$ 85,054.98**

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**Cash in TMDL Bank Account \$1,135,418.98**

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# Payment Register - TMDL

## Payment Date 05/28/24 - 06/24/24

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
California Conservation Corps	458	06/12/2024	INNU-012266	TMDL - May 2024	7,073.00		
				<b>Check# 458 Total</b>	<b>7,073.00</b>		
Calleguas Municipal Water District	459	06/12/2024	2024-00000011	TMDL - May 2024	727.00		
				<b>Check# 459 Total</b>	<b>727.00</b>		
Larry Walker Associates	460	06/12/2024	617.18-27	Salt and Nutrient Mgmt Plan Development	2,448.00		
			617.31-8	Regulatory Tracking and as Needed Support	617.75		
			617.32-10	TMDL Program Management & Reporting	2,552.50		
			617.33-10	TMDL Monitoring & Data Management	35,575.48		
			617.34-10	CCW Salts TMDL Monitoring Program	30,202.38		
			617.39-10	TMDL Meeting Attendance and Contract Admin	2,244.25		
			617.40-5	Salts TMDL Final Deadline Communication Tool	544.00		
				<b>Check# 460 Total</b>	<b>74,184.36</b>		
Ventura County Farm Bureau	461	06/12/2024	51625	TMDL - May 2024	3,070.62		
				<b>Check# 461 Total</b>	<b>3,070.62</b>		
<b>Check Total</b>					<b>85,054.98</b>		
<b>Grand Total</b>					<b>85,054.98</b>		

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

RAUL AVILA, SECRETARY  
DIVISION 1

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

THIBAUT ROBERT, DIRECTOR  
DIVISION 4

KRISTINE MCCAFFREY  
GENERAL MANAGER



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## BOARD MEMORANDUM

**Date:** July 17, 2024  
**To:** Board of Directors  
**From:** Tricia Ferguson, Assistant Manager of Human Resources and Risk Management  
**Subject:** Item 5.C – Adopt Proposed Changes to the District’s Administrative Code

---

**Objective:** Update the Administrative Code to incorporate recent organizational changes and other necessary modifications and updates.

**Recommended Action:** Adopt Proposed Changes to the District’s Administrative Code.

**Budget Impact:** None

**Discussion:** The purpose of this action is to change the District’s Administrative Code to reflect:

- General
  - Title changes and addition of new positions
  - Updates to code sections, terminology, etc.
  - Corrections to formatting, punctuation, etc.
- Substantive changes:
  - 2.6(c) Election of Board Officers: Added language that votes for Board officers, committee assignments and representative positions are to be placed on the Board agenda in compliance with the Brown Act.
  - 2.12(a)(2)(ii) Medical Coverage Benefits: Updated to reflect California Public Employees’ Retirement System medical plan changes that eliminated the need for the maximum premium based on the health maintenance organization (HMO) or preferred provider organization (PPO) plan selected.
  - 2.12(a)(2)(ii) Medical Coverage Benefits: Simplified language and removed maximum HMO and PPO premium language that was no longer applicable.

- 2.12(a)(6) Retirement Benefits: Deleted Board Retirement Benefit section. There are no retirement benefits for Directors seated after 1997.
- 2.13.3 Record of Proceedings: Removed Advisory Body from entities that are required to prepare meeting minutes, as they do not take action and only make recommendations.
- 2.13.4 Rules of Conduct: Simplified language.
- 2.13.5(a) Agenda: Clarified language about the development of, and request for, agenda items. Also removed unnecessary procedural language about the timing of agenda submittals.
- 2.13.5(c): Updated language to provide for public comment on non-action agenda items.
- 6.1 (k): Clerk of the Board General Duties: Removed responsibility for ensuring training of Directors from Clerk of the Board General Duties. This is now handled by the Human Resources and Risk Management Department.
- 7.4(b) and (c) District-Related Electronic Data in Personal Devices or Accounts: Removed language limiting documentation to paper format only, allowing for electronic methods of signature.
- 9.2.3(m) Exemptions: Deleted Capital Construction Charge. Fees are not currently being assessed. A placeholder was included for future implementation, if necessary.
- 10 Procurement Policy: Update was performed to include definitions and to separate Public Works Construction requirements from those for General Services Agreements.
- 12.4.1 Employee Classifications and Definitions: Workweek definition was updated for staff to change workweek from Monday through Sunday to Saturday through Friday. This allows for smoother workweek adjustments that can be necessary due to emergencies or weekend work schedules.
- 12.4.2.9 Temporary Promotion: Short-Term Temporary Promotions and Long-Term Temporary Promotions were combined into one item. Eliminated temporary promotions for periods shorter than 3 weeks.
- 12.4.3(c) Retirement Benefits: Added a retirement bonus of \$1,000 for employees that give a minimum 6-month notice to their Supervisor or Manager of their intent to retire, which will facilitate succession planning.
- 12.5.1.3(a) Medical Benefits for Active Employees: Simplified language and deleted maximum premium language that was no longer applicable.
- 12.5.1.3(b) Medical Benefits for Active Employees: Deleted exception to cost limitations on premium, since the cost limitation was removed in Section 12.5.1.4.
- 13 Sponsorship Policy: Incorporated previously-adopted Sponsorship Policy into the Administrative Code.
- 14 Legislative Advocacy: Incorporated previously-approved Legislative Advocacy Policy into the into the Administrative Code.

A redline copy of the applicable sections of the Administrative Code is provided in the packet to show proposed changes from the current version.

**Attachment:**

Administrative Code with proposed changes shown in redline/strikeout



# Calleguas Municipal Water District Administrative Code

Disclaimer:- This Administrative Code reflects the action of the Board of Directors of Calleguas Municipal Water District as of the date set forth above, and may not reflect the most current actions of the Board.- In case of any discrepancy between this version and the official records of Calleguas Municipal Water District, the official records will prevail.

## Table of Contents

PART 1 - GENERAL PROVISIONS .....	5
1.1 FORMATION AND GENERAL PURPOSE OF THE DISTRICT .....	5
1.2 TITLE AND PURPOSE OF THE ADMINISTRATIVE CODE .....	5
1.3 DEFINITIONS .....	5
1.4 INTERPRETATION.....	6
1.5 MAINTENANCE.....	6
1.6 ACTS BY DEPUTIES .....	6
1.7 SEVERABILITY .....	7
1.8 AMENDMENT.....	7
1.9 GENDER, TENSES, AND NUMBER .....	7
PART 2 - BOARD OF DIRECTORS.....	8
2.1 ELECTION.....	8
2.2 APPOINTMENT .....	8
2.3 OATH OF OFFICE .....	8
2.4 DIVISIONS AND REAPPORTIONMENT .....	8
2.5 POWERS .....	8
2.6 ELECTION OF BOARD OFFICERS.....	8
2.7 DESIGNATION OF METROPOLITAN BOARD REPRESENTATIVE.....	9
2.8 GENERAL DUTIES.....	9
2.9 LEAVES OF ABSENCE .....	10
2.10 BOARD DIRECTION TO DISTRICT STAFF.....	10
2.11 COMPENSATION AND REIMBURSEMENT.....	11
2.12 BENEFITS .....	16
2.13 MEETINGS AND MINUTES.....	17
PART 3 - BOARD OFFICERS.....	25
3.1 ELECTION.....	25
3.2 DUTIES.....	25
PART 4 - GENERAL MANAGER.....	28
4.1 GENERAL POWERS.....	28
4.2 SIGNATURE AUTHORITY.....	28
4.3 COMPENSATION.....	28



4.4	EMERGENCY POWERS .....	28
4.5	GENERAL DUTIES.....	29
4.6	DELEGATION OF AUTHORITY BY GENERAL MANAGER .....	31
4.7	TRAVEL AND EXPENSE REIMBURSEMENT .....	31
PART 5 - DISTRICT COUNSEL.....		32
5.1	POSITION AUTHORIZED .....	32
5.2	GENERAL DUTIES.....	32
5.3	TRAVEL AND EXPENSE REIMBURSEMENT .....	33
PART 6 - CLERK OF THE BOARD .....		34
6.1	GENERAL DUTIES.....	34
PART 7 - RECORDS REQUESTS AND MAINTENANCE.....		36
7.1	GENERALLY.....	36
7.2	AGENDA PACKETS.....	36
7.3	RECORDS RETENTION .....	36
7.4	DISTRICT-RELATED ELECTRONIC DATA IN PERSONAL DEVICES OR ACCOUNTS	37
PART 8 - ANNEXATIONS.....		38
8.1	MEMBERSHIP IN METROPOLITAN WATER DISTRICT .....	38
8.2	GOVERNING LAW .....	38
8.3	CRITERIA.....	38
8.4	MANDATORY CONDITIONS .....	39
8.5	PROCEDURE.....	39
8.6	FINANCIAL POLICIES .....	41
PART 9 - CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA).....		43
9.1	ADOPTION OF CEQA GUIDELINES .....	43
9.2	DELEGATION OF RESPONSIBILITY FOR CEQA COMPLIANCE .....	43
PART 10 - PROCUREMENT POLICY .....		47
10.1	DEFINITION OF TERMS .....	47
10.2	PROCUREMENT FOR PUBLIC WORKS CONSTRUCTION PROJECTS .....	49
10.3	PROCUREMENT OF PROFESSIONAL SERVICES.....	55
10.4	APPROVAL AND SIGNATORY AUTHORITY .....	56
10.5	DISBURSEMENT OF FUNDS.....	57
10.6	CODE OF CONDUCT .....	57

10.7	PETTY CASH FUND.....	58
10.8	CREDIT CARDS.....	58
10.9	NO COMMITMENT OF FUNDS FOR NON-DISTRICT PURPOSES.....	59
10.10	PREVAILING WAGES .....	59
10.11	GRANT COMPLIANCE.....	59
PART 11 - SIGNING AUTHORITY .....		60
PART 12 - PERSONNEL MATTERS.....		61
12.1	EMPLOYEE HANDBOOK.....	61
12.2	EQUAL OPPORTUNITY EMPLOYER .....	61
12.3	HIRING AUTHORITY.....	61
12.4	EMPLOYEE CLASSIFICATION, COMPENSATION, AND NON-ELECTIVE BENEFITS	62
12.5	ELECTIVE BENEFITS .....	70
PART 13 - SPONSORSHIP POLICY.....		80
13.1	SPONSORSHIP .....	80
13.2	CRITERIA FOR ELIGIBILITY.....	80
13.3	PROCEDURE .....	81
13.4	CERTIFICATION OF ORGANIZATION .....	81
13.5	APPROVAL PROCESS .....	82
PART 14 – LEGISLATIVE ADVOCACY .....		83
14.1	PRINCIPLES.....	83
14.2	PROCEDURES .....	84

## PART 1 - GENERAL PROVISIONS

### 1.1 FORMATION AND GENERAL PURPOSE OF THE DISTRICT

Calleguas Municipal Water District (District) was formed on December 10, 1953 under the California Municipal Water District Act of 1911. The general purpose of the District is to provide its service area with a reliable supply of regional and locally developed water.

### 1.2 TITLE AND PURPOSE OF THE ADMINISTRATIVE CODE

This Administrative Code shall be known as the "CALLEGUAS MUNICIPAL WATER DISTRICT ADMINISTRATIVE CODE" and is sometimes referred to as the "Administrative Code" or the "Code". This Code contains certain operational policies of the District and supersedes and replaces Ordinance No. 13 (which was repealed by the District in 2002) and all previously adopted versions of the Code.

### 1.3 DEFINITIONS

As used in this Code, unless otherwise specifically provided or the context otherwise requires:

**"Auditor"** refers to the firm which performs an annual audit of the District's financial statements and internal financial controls.

**"Board"** refers to the Board of Directors of Calleguas Municipal Water District.

**"Board Officers"** or **"officers"** refers to the then serving officers appointed by the Board from among the Board members as provided in this Code.

**"Deputy General Manager"** refers to the then serving Deputy General Manager of the District.

**"Director"** refers to an elected or appointed member of the Board.

**"District"** refers to Calleguas Municipal Water District.

**"District Counsel"** refers to the then serving legal counsel to the Board.

**"Employee"** refers to a District employee.

**"General Manager"** refers to the then serving General Manager of the District.

**"Metropolitan" or "MWD"** refers to The Metropolitan Water District of Southern

California.

"**Person**" refers to any person, firm, or legal entity.

"**President**" refers to the Director then serving as President of the Board.

"**Secretary of the Board**" refers to the Director then serving as Secretary of the Board.

"**Clerk of the Board**" refers to the then serving Clerk of the Board of the District.

"**State**" shall mean the State of California.

"**Treasurer**" refers to the Director then serving as Treasurer of the Board.

"**Vice President**" refers to the Director then serving as Vice President of the Board.

## 1.4 INTERPRETATION

Wherever these policies and procedures refer to certain provisions of California law, including without limitation certain sections or provisions of the Brown Act, the Water Code, the California Environmental Quality Act (CEQA), and the Government Code, it is understood that the entire applicable law shall govern, and these policies and procedures shall not serve as a substitute for review of the entire applicable law then in effect. If reference is made to any portion of this Code, or to any ordinance or resolution of the District, the reference shall apply to all amendments and additions thereto.

## 1.5 MAINTENANCE

A copy of this Code shall be distributed to each Director and to such other persons as the General Manager or the Board deems appropriate. At least once every three years, and otherwise as needed as determined by the Board, the General Manager will review this Code and prepare and present amendmentsrevisions to the Board for consideration.

## 1.6 ACTS BY DEPUTIES

Whenever a power is granted to, or a duty is imposed upon, an officer or Employee of the District, whether by statute, ordinance, resolution, or order of the Board, the power may be exercised, or the duty may be performed by a deputy, assistant, or Employee authorized by such officer or Employee.

## **1.7 SEVERABILITY**

If any part of this Code is, for any reason, held to be invalid or unenforceable, such decisions shall not affect the validity of the remaining portions of this Code.

## **1.8 AMENDMENT**

This Code may be amended, modified, changed or repealed only by action of the Board, in its sole discretion.

## **1.9 GENDER, TENSES, AND NUMBER**

As used in this Code, the present tense includes the past and future tenses, and the future tense includes the present tense; the masculine gender includes the feminine gender, and the feminine gender includes the masculine gender; and the singular includes the plural, and the plural, the singular.

## **PART 2 - BOARD OF DIRECTORS**

### **2.1 ELECTION**

Members of the Board are elected to office in accordance with applicable law including the provisions of the Municipal Water District Law of 1911. -Each Director shall hold office for a term of four years from and after the date of taking office. A Director may be elected to multiple terms in accordance with applicable law.

### **2.2 APPOINTMENT**

When a vacancy occurs on the Board, the remaining members of the Board may fill such vacancy by appointment in accordance with California Water Code Section 71254 and California Government Code Section 1780, or the corresponding provisions of any successor statute.

### **2.3 OATH OF OFFICE**

Persons elected to the Board shall take office at the end of the first Board meeting in December conducted after the final certification of the general election. —Persons elected and/or appointed to the Board shall take the required oath of office prior to assuming office. A Notary Public or Deputy County Clerk shall administer the oath. See Elections Code Sections 10505, 10507, 10551 and 10554.

### **2.4 DIVISIONS AND REAPPORTIONMENT**

The District is divided into five Divisions as shown on the Official Map of Division Boundaries on file at the County of Ventura Elections Division. -Each Division is represented by one Director who shall be a resident of the Division. Notwithstanding the foregoing, the District is subject to re-division in accordance with the procedures set forth in California Water Code Section 74450 – 74470 et seq.

### **2.5 POWERS**

All powers of the District shall be vested in the Board except for those powers delegated to the General Manager as set forth herein; in the California Water Code; and in the Ordinances and Resolutions of the District; or as otherwise delegated by the Board.

### **2.6 ELECTION OF BOARD OFFICERS**

- (a) At the first meeting in January of the year following any election at which any Director is ~~qualified~~~~elected~~, the Board shall ~~elect~~~~vote for~~ one of its members as its presiding officer, who shall have the title of President of the Board. -At

the same time, the Board shall also electvote for Directors to serve as Vice President, Treasurer, and Secretary of the Board. -The Board may, at any time by ~~majority~~ vote, ~~choose to~~ modify one or more officer assignments.- The newly elected officers shall take office at the conclusion of the meeting at which they are elected unless the Board designates another time.

- (b) The selection of Board members by consensus to serve on committees of the District and representative positions at other organizations will occur at the second meeting in January of the year following any election. -This includes the assignment of chairperson and alternate responsibilities for District committees, and representative and alternate positions at other organizations. The Board may, at any time by ~~majority~~ vote, choose to modify one or more committee assignments and/or representative positions at other organizations.”.

(c) Votes as contemplated under this section will be placed on the Board agenda in accordance with the Brown Act and this Code.

## 2.7 DESIGNATION OF METROPOLITAN BOARD REPRESENTATIVE

The District’s representative(s) to the Metropolitan Water District of Southern California Board of Directors will be selected by a ~~majority~~ vote of the Board, as authorized in the Metropolitan Water District Act, Section 51 and in accordance with the ~~time frame~~timeframe established in section 2.6(b) above.

## 2.8 GENERAL DUTIES

The Board of Directors shall:

- (a) Establish the District’s policies, mission, and goals by ~~majority~~ vote at public meetings and hold the General Manager responsible if the policies, mission, and goals of the District are not implemented.
- (b) Assure that the District is responsive to the interests of those it represents.
- (c) Comply with the law and use District powers lawfully.
- (d) Insist that critical and strategic information from which to make decisions and exercise judgments is available in a timely manner.
- (e) Assist staff by assessing issues from a broader perspective, providing outside perspective and guidance.
- (f) Protect the assets of the District.

- (g) Assure that the District is well managed.
- (h) Select the District's officers, General Manager, District Counsel, and Auditor in accordance with California Water Code Section 71340.
- (i) Assure that the District's long-term plans are designed to meet the District's mission and purpose.
- (j) Review and assess long-term planning for the District.
- (k) Establish policies that will provide for the effective conduct of the Board's meetings.
- (l) Be prepared for the meetings of the Board.
- (m) Approve and adopt the annual budget and any amendments thereto.
- (n) Approve and adopt a salary schedule and positions set forth in the organization chart for District Employees and any amendments thereto.
- (o) File Form 700 Statements of Economic Interests as required by the District's Conflict of Interest Code.
- (p) Participate in two hours of sexual harassment prevention training every two years in accordance with Government Code Section 12950.1.
- (q) Participate in ethics training every two years in accordance with California Government Code Section 53235, including at least two hours of training in ethics principles and ethics laws relevant to his or her public service.

## **2.9 LEAVES OF ABSENCE**

In accordance with California Government Code Section 1062, no Director shall absent himself or herself from the State for more than 60 days, unless the absence is for District business or has been approved by the Board. -In the case of illness or other urgent necessity, a quorum of the Board may approve an extension of a Director's absence from the State.

## **2.10 BOARD DIRECTION TO DISTRICT STAFF**

- (a) The Board provides guidance and instruction to the General Manager. Individual Directors shall not instruct the General Manager in the execution of his or her powers and duties.
- (b) All general business of the District, including requests for information and



instructions to Employees, are to be conducted through the General Manager, or in the absence of the General Manager, the Deputy General Manager. -The exceptions to this limitation are: (1) coordination with the Clerk of the Board related to a Director’s duties described in Part 6 this Code, (2) coordination with the Manager of Human Resources and Risk Management on a Director’s District-provided benefits, and (3) coordination between the Board Treasurer and the Manager of Finance on District financial matters.

- (c) The General Manager shall promptly provide information requested by Directors as necessary to assist in decision making and policy direction. Routine requests by individual Directors for readily available written information, documents, reports, studies, analyses, or compilations shall not require formal Board approval. -If requests for staff assistance or for such information or documents are estimated to require more than four hours of staff time or consulting time, or if they will require less than four hours but are of a recurring nature, these requests shall be submitted in advance to the Board of Directors by the individual Director for formal approval.

## **2.11 COMPENSATION AND REIMBURSEMENT**

### **2.11.1 GENERAL RULES**

- (a) Compensation and reimbursement of expenses for Directors is authorized by, and subject to, California Water Code Sections 71255 et seq. and 20200 et seq., and California Government Code Section 53232.
- (b) The Board’s compensation rules and rates are set forth in District Ordinance No. 15. -Annually, the Board will review the compensation paid to Directors and may make changes to the established compensation rate by amending Ordinance No. 15 and setting a new compensation rate in accordance with applicable law.
- (c) Subject to Ordinance No. 15 and applicable law, Directors may be compensated for each day’s attendance at meetings of the Board and for each day’s service to the District rendered at the request of the Board or the General Manager not exceeding a total of 10 days in any calendar month. -Any Director who represents the District on the Metropolitan Board is also entitled to receive compensation and expense reimbursement from the District with respect to such service for a total of 10 additional days in any calendar month.
- (d) Subject to the requirements of California Government Code Sections 53232.2 and 53232.3, a Director may be reimbursed for any actual and necessary expenses incurred in the performance of duties required or authorized by the Board, including, without limitation, reimbursement

for authorized travel and other expenses when on official duty or when acting on behalf of the Board.

- (e) Board Members shall provide a brief oral report on each compensable meeting attended at the next regularly scheduled Board meeting.

## 2.11.2 AUTHORIZED ACTIVITIES AND EXPENSES

The guidelines set forth below are provided to clarify activities by Directors that are authorized for compensation and reimbursement. However, such guidelines always remain subject to applicable law including, without limitation, California Government Code Sections 53232 et seq. and California Water Code Sections 20201, 20202, 71255 and 71256, as may be amended from time to time:

- (a) Only one-day's compensation may be paid for activities performed within a calendar day. Example: If a Director attends a Board meeting and another authorized meeting on the same date, the Director shall only be entitled to compensation for one meeting. —However, reimbursement for compensable mileage, meals, and other expenses may be paid for both meetings.
- (b) Directors are authorized to receive compensation and reimbursement for expenses for the following:
  - (1) Attending regular and special meetings of the Board.
  - (2) Performing necessary duties associated with, and required of, an elected official serving on the Board, including participation in required training, either in person or via remote means.
  - (3) Representing the District in any of their collateral assignments.
  - (4) Representing the District when requested by the Board, the President, or the General Manager, including attendance at other meetings or functions of government agencies (State, County, and City), ~~purveyors,~~ Member Agencies (per Ordinance 12), associations, committees, etc.
  - (5) Representing the District outside of the State with prior approval of the Board.
  - (6) Participating in activities related to the District's mission and purpose with prior approval of the President or Board.

- (7) Participating in conference calls of more than one-half hour's duration which are for the purpose of any of the items listed above, subject to applicable approvals.
  - (8) Travel to or from an authorized activity when it is impractical to travel on the same day as the activity.
- (c) A Director may elect not to receive compensation and/or reimbursement for expenses for any authorized activity.
  - (d) A Director may appeal to the Board any recommendation of the General Manager or decision by the President to deny authorization for compensation and reimbursement.
  - (e) A Director shall secure prior approval of the Board before incurring expenses for hosting conferences, receptions, meetings, group meals, or other activities related to the duties of a Director, other than activities paid for at the Director's personal expense.
  - (f) Agenda packets are sent by electronic means and the District will ~~pay~~ purchase the following:
    - (1) A District-owned laptop computer, electronic tablet device, and necessary accessories. ~~The District will not pay for any charges associated with a data service plan.~~ When the Director leaves office, they may either return the aforementioned equipment to the District or reimburse the District for the depreciated value of the equipment.
    - (2) A District-owned color ink jet printer or similar, paper, and ink cartridges so that the Director may print the packets at home. When the Director leaves office, they may either return the printer to the District or reimburse the District for the depreciated value of the printer.

### **2.11.3 TRAVEL**

- (a) The District shall reimburse a Director for his or her actual and necessary expenses for approved travel as follows:
  - (1) All expenses must be ordinary and necessary for the conduct of District business.
  - (2) Authorized expenses while traveling overnight on District business may include, but are not limited to, meals, lodging,

baggage handling, tips, transportation costs only to and from the destination required for business purposes, and any other reasonable incidental expenses of the trip which are District related rather than personal in nature. -Disallowed expenses include, but are not limited to, personal telephone calls, laundry service, and in-room movies. -If a family member or guest accompanies the Director, lodging ~~expense~~expenses may only be reimbursed at the applicable rate for a single room to be occupied by only one person.- Travel costs, meals and all other incidental expenses for a family member or guest are not authorized for payment from District funds.

(3) Directors have the option to select either reimbursement at 1.5 times the Government Per Diem Rate for Meals and Incidentals ([www.gsa.gov/perdiem](http://www.gsa.gov/perdiem)) for the closest area to where the meal is consumed (M&I Rate) or reimbursement for actual costs of meals. -The method of reimbursement selected will apply for all days of the trip.

(i) If reimbursement for ~~the~~ actual costs of meals is selected, the following guidelines apply.

- a. Expenses may include the cost of meals and non-alcoholic beverages. -Under no circumstances will the District pay for or reimburse for any expenses associated with the purchase or consumption of alcoholic beverages.
- b. Itemized receipts must be submitted to substantiate the actual cost of meals.
- c. The reimbursement amount shall not exceed 1.5 times the M&I Rate.
- d. Any reimbursement greater than 1.0 times the M&I Rate is considered taxable by the Internal Revenue Service and will be added to the Director's taxable wages.

(ii) The following guidelines apply to reimbursement at 1.5 times the M&I Rate.

- a. Itemized receipts need not be submitted. -The M&I rate prorates a percentage of the daily rate to each meal. -Breakfast is 20%, Lunch is 25%, and Dinner 55% of the daily M&I rate.- These values

apply only to days when fewer than three meals are reimbursed.

b. Per diem rates must be adjusted in the following circumstances:

- On the first and last days of travel, the Director is entitled to per diem reimbursement for only those meals eaten while traveling.
- When the conference attended provides meals as part of the registration fee, the per diem rate for that day will be reduced by the appropriate percentage for the meal provided.

c. Any reimbursement greater than 1.0 times the M&I Rate is considered taxable by the Internal Revenue Service and will be added to the Director's taxable compensation.

(4) Transportation shall be selected based on the lowest overall cost to the District after all costs are considered. ~~All~~ airline travel shall only be by airplane coach or economy class except when coach or economy seats are unavailable at the time of ticketing, or where a physical problem, essential business, or exceptional circumstance warrants travel in a higher class.

(5) A Director who purchases airline tickets for the purpose of combining personal travel with District travel, or for travel with a family member, shall only be reimbursed for the cost of the Director's ticket which is required for the work-related purpose of the travel.

(6) A Director shall not be reimbursed by the District for an expense reimbursed by another party.

(b) Directors who incur expenses on behalf of the District, or who travel on or engage in District business which requires the expenditure of funds on their behalf, shall prepare an expense claim form to document, substantiate, and account for, all expenses.

(1) All reimbursement claims shall be submitted to the Clerk of the Board before reimbursement will be made.

- (2) Receipts and itemized bills must be attached.
  - (3) When claiming expenses for business purposes for one or more guests, the original receipt and an itemized bill stating the amount of the meal, a description of the purpose of the meal and the names of the people present and their affiliations shall be provided.
  - (4) Requests for payment at 1.5 times the M&I rates do not require documentation.
- (c) Individual expenses incurred by and for a Director and reimbursed by the District exceeding \$100.00 shall be reported in an annual report as required by law.

## 2.12 BENEFITS

This paragraph outlines the benefits that are either provided or available to Directors. Although the District may provide other benefits to its Employees, benefits not listed in this paragraph are not provided to the Directors.

- (a) The premiums for the following benefits are fully paid by the District:
- (1) Workers Compensation
  - (2) Medical coverage
    - (i) The District will pay the full cost of medical insurance ~~up to the annual cost of the maximum HMO or PERS Platinum. premiums as follows:~~
      - a. Directors seated prior to December 1, 2012  
(Director and dependents)
      - b. Directors seated on or after December 1, 2012  
(Director only)
    - (ii) Board Members may change the Level of Enrollment and Style of Coverage as allowed by the enrollment rules published by CalPERS. ~~If a change in Level of Enrollment or Style of Coverage increases the cost of the health plan above the cost of the maximum of HMO or PERS Platinum for the allowed level, the Board Member must reimburse the District for the amount that the selected plan exceeds the maximum allowed HMO or PERS Platinum cost.~~

- (3) Dental coverage (Director and dependents) (consistent with the coverage described in Section 12.5.2 of this Code)
- (4) Vision coverage (Director and dependents) (consistent with the coverage described in Section 12.5.2 of this Code)
- (5) Group Life Insurance (Director only) (consistent with the coverage described in Section 12.5.6 of this Code, except that the coverage amount shall be up to \$25,000)

~~(6) — Retirement Program (as allowed by law)~~

- (b) Federal taxes associated with Medicare and Social Security are paid by the District and withheld from compensation for Board members who are not exempt from such taxes as required by law.
- (c) The following benefits are available to Directors; however, all costs associated with these benefits are the responsibility of the Director:
  - (1) Deferred Compensation (consistent with the plan described in Section 12.5.3 of this Code)
  - (2) Flexible Spending Account (IRS 125 Program for unreimbursed medical and dependent care expenses; see Part 12 of this Code)
  - (3) Medical coverage for dependents of Directors seated on or after December 1, 2012

## **- 2.13 MEETINGS AND MINUTES**

### **2.13.1 GENERAL**

- (a) All proceedings of the Board and any Advisory Body (as defined below) shall be held in accordance with the applicable provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.) as amended from time to time (the "Brown Act"). ~~Should any of the following provisions conflict with any of the provisions of the Brown Act, the Brown Act shall be deemed controlling.~~
- (b) All meetings of the Board and any Advisory Body shall be open to the public, and all persons shall be permitted to attend except as otherwise provided in the Brown Act.

(c) As used herein:

- (1) “Advisory Body” means a ~~“legislative body”~~ as defined in Section 54952(b) of the Brown Act including any decision-making or advisory body created by ordinance, resolution, or formal action of the Board.— In accordance with Section 54952(b), an advisory committee composed solely of two or fewer members of the Board is an Advisory Body only if the committee has continuing subject matter jurisdiction or meets pursuant to a schedule fixed by ordinance, resolution, or formal action of the Board.
- (2) “Meeting” means any congregation of a majority of the members of the Board or Advisory Body at the same time and location (including teleconference location as permitted by Section 54953 of the Brown Act) to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board or Advisory Body.
- (3) “Member” means a Director or a member of an Advisory Body or any person elected or appointed to serve as a Director or member who has not yet assumed the duties of office.

(d) A majority of the Members of the Board or Advisory Body shall not, outside a meeting authorized by the Brown Act, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the Board or the Advisory Body.

(e) Nothing contained herein shall be construed as preventing an Employee or official of the District from engaging in separate conversations or communications outside of a meeting with Members of the Board or the Advisory Body in order to answer questions or provide information regarding District business, as long as that Employee or official does not communicate to members of the Board or Advisory Body the comments or position of any other Member or Members of such body. -Furthermore, the meeting requirements of the Brown Act shall not apply to any of the situations described in Section 54952.2(c) of the Brown Act including the following:

- (1) Individual contacts or conversations between a Member of the Board or Advisory Body and any other person that do not violate subsection (d) of this Section.
- (2) The attendance of a majority of the Members of the Board or Advisory Body at a conference or similar gathering open to the



public that involves a discussion of issues of general interest to the public or to public agencies of the type represented by the Board or Advisory Body, provided that a majority of the members do not discuss among themselves, other than as part of the scheduled program, any business of a specified nature that is within the jurisdiction of the District.

(3) The attendance of a majority of the Members of the Board or Advisory Body at any of the following events or gatherings, provided that a majority of the Members do not discuss among themselves, other than as part of the scheduled meeting or program, business of a specific nature that is within the jurisdiction of the Board or Advisory Body:

(i) An open and publicized meeting organized to address a topic of local community concern by a person or organization other than the District;

(ii) An open and noticed meeting of another body of the District, or an open and noticed meeting of a legislative body of another local agency; or

(iii) A purely social or ceremonial occasion.

(4) The attendance of a majority of the Members of the Board or Advisory Body at an open and noticed meeting of a standing committee of the Board or Advisory Body, provided that the Members of the Board or Advisory Body who are not Members of the standing committee attend only as observers.

(f) All regular meetings of the Board and all meetings of any Advisory Body shall be held within the boundaries of the District except as follows:

(1) To comply with State or Federal law or court order;

(2) To inspect real property or personal property that cannot be moved;

(3) To meet on a multi-agency matter at the facility of one of the participating agencies;

(4) To discuss legislative or regulatory matters with state or federal officials;

(5) To discuss matters relating to a District facility at the facility; and

- (6) To consult with legal counsel at counsel's office if so doing will result in a reduction in cost to the District associated with the meeting.

### **2.13.2 REGULAR/SPECIAL/EMERGENCY MEETINGS**

- (a) The Board shall hold regular meetings on the first and third Wednesday of each month at the hour of 4:00 p.m., unless otherwise noticed in accordance with applicable law, at the District's headquarters located at 2100 E. Olsen Road, Thousand Oaks, California. ~~A regular meeting may be adjourned by the Board or by less than a quorum to another time.~~ An adjourned regular meeting is a regular meeting for all purposes if held within five days of the regular meeting. ~~If the adjourned meeting is held more than five days after the regular meeting, a new agenda shall be posted.~~
- (b) In accordance with Section 54956 of the Brown Act, special meetings may be called by the President (or, in the absence of the President, by the Vice President) or by a majority of the Board upon 24 hours' notice to each Director.
- (c) In accordance with Section 54956.5 of the Brown Act, in the event of an "emergency situation" the Board or Advisory Body may hold a special emergency meeting without complying with the ~~24-~~hour notice requirement or agenda posting required for special meetings, if prompt action is necessary due to disruption or threatened disruption of District facilities. ~~An "emergency situation" includes both an "emergency" and a "dire emergency" as determined by a majority of the Board.~~ An "emergency" is a work stoppage, crippling activity, or other activity that severely impairs public health or safety, and a "dire emergency" is a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that providing the one hour notice of meeting required for an emergency would endanger public health or safety. ~~In accordance with Section 54956.5(b)(2) of the Brown Act, notice of the emergency meeting must be given to each local newspaper and radio and television station that has requested notice of special meetings at least one hour prior to the meeting in the case of an emergency meeting and at or near the time notice is given to the Board Members in the case of a dire emergency. The Board or Advisory Body may meet in closed session during any emergency meeting in accordance with the Brown Act if agreed to by at least two-thirds of the members of the Board or Advisory Body, or if less than two-thirds of the Members are present, by unanimous consent of the Members present.~~ ~~Except as provided~~

herein, all emergency meetings shall be held in accordance with all other special meeting requirements.

- (d) Each Advisory Body may establish a time and place for regular meetings and may call special meetings and emergency meetings in the same manner as the Board.

### 2.13.3 RECORD OF PROCEEDINGS

- (a) The Clerk of the Board shall record minutes showing action taken by the Board ~~in open session~~ at regular, special and ~~by each Advisory Body~~ emergency meetings. The approved minutes shall be available for public inspection.
- (b) Any person attending an open meeting of the Board may record the proceeding on audio or video media unless the Board finds the recording cannot continue without noise, illumination or obstruction of view constituting a persistent disruption of proceedings.

### 2.13.4 RULES OF CONDUCT

- (a) The affirmative vote of at least three Directors is necessary for the Board to take action. -The Board shall take action by motion, resolution or ordinance. ~~Motions and resolutions may~~ All votes will be ~~adopted on voice vote. Roll call shall be taken if requested by any Director or District Counsel. Ordinances shall be adopted on~~ roll call vote.
- (b) Neither the Board nor any Advisory Body shall take action by secret ballot, whether preliminary or final.
- (c) Advisory Bodies shall adopt rules of order appropriate to their work.
- (d) If any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Board may order the meeting room cleared and continue in session. -Only matters appearing on the agenda may be considered in such a session.- Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend such a session. -The Board may establish a procedure for readmitting individuals not responsible for willfully disturbing the orderly conduct of the meeting.
- (e) In addition to the authority granted in section (d) above, the presiding member of the Board conducting a meeting, or their designee, may

remove or cause the removal of, an individual for disrupting the meeting. -Prior to removing the individual, the presiding member or their designee shall warn the individual that their behavior is disrupting the meeting and that failure to cease their behavior may result in removal. -The presiding member or their designee may then remove the individual if they do not promptly cease their disruptive behavior. -For the purposes of this section, “disruptive” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the ordinary conduct of the meeting.

- (f) The Board shall not prohibit public criticism of the policies, procedures, programs or services of the District or of the acts or decisions of the Board. -However, no privilege or protection is hereby conferred for expression beyond that otherwise provided by law.

## 2.13.5 AGENDA

- (a) ~~The~~In consultation with the Board President, the General Manager will ~~determine~~develop the agenda for each Board meeting. - In addition to those agenda items set by the General Manager, any Director or District Counsel may request an item be placed on a future Board meeting agenda during Board discussion of future agenda items. ~~Agenda items must be provided to the Clerk of the Board at least seven calendar days prior to the next scheduled regular Board meeting. For example, if a Board meeting is scheduled for 4 p.m. Wednesday, Agenda items must be submitted by 4 p.m. the preceding Wednesday. Agenda items may be provided closer to the meeting date for a special or emergency meeting provided there is sufficient time to comply with noticing and posting requirements set forth in 2.13.2(b) and (c) of this Code.~~
- (b) At least 72 hours before a regular meeting or adjourned regular meeting, or at least 24 hours prior to a special meeting, the Clerk of the Board shall post an agenda specifying the time and location of the meeting. -The agenda shall be posted in a location that is freely accessible to the public, and shall contain a general description of each item of business to be transacted or discussed at the meeting, including the items to be discussed in closed session.
- (c) The agenda for all meetings shall include the opportunity for the public to address the Board prior to taking action on any matter. -The agenda for regular and adjourned regular meetings shall include the opportunity for the public to address the Board on matters within the jurisdiction of the District ~~but that are~~ not on the agenda and for those items that are on the agenda but which are not action items.

- (d) Except as otherwise provided herein, no substantive discussion shall occur nor action shall be taken on matters not shown on the posted agenda. ~~However, Directors may briefly respond to statements made or questions posed during public comment, request clarification, provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting, or direct staff to place a matter of business on a future agenda. The Board may take action on items not appearing on the posted agenda under any of the following conditions, provided that prior to discussing such item the Board publicly identifies the item:~~
- (1) Upon a determination by a ~~majority~~ vote of the Board that an emergency situation exists, as defined in Section 54956.5 of the Brown Act.
  - (2) Upon a determination by a two-thirds vote of the Board present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.
  - (3) The item was posted for a prior meeting of the Board occurring not more than ~~5~~five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.
- (e) The agenda shall describe matters to be discussed in closed session in substantially the form specified for such matter in Section 54954.5 of the Brown Act.
- (f) Prior to adoption of any new or increased general tax or assessment the Board shall comply with the ~~45-~~day public notice and public meeting and hearing procedures specified in Section 54954.6 of the Brown Act.

### 2.13.6 CLOSED SESSIONS

- (a) The Board may conduct a closed session to discuss and consider those items authorized for closed session under the Brown Act. ~~By way of example, but without limitation, the Board may conduct a closed session to:~~
- (1) Consider property acquisition or disposition by eminent domain or otherwise;

- (2) Consider pending or potential claims or litigation;
  - (3) Consider threats to public services or facilities;
  - (4) Consider the appointment, promotion or job performance of Employees;
  - (5) Consider charges levied against an Employee;
  - (6) Establish the District's position regarding Employee negotiations; or
  - (7) Conduct any District business when public session is not possible due to riot or other interruption.
- (b) ~~Action taken in closed session and the vote, abstention, or absence of each member shall be reported in accordance with the Brown Act (California Government Code §54957.1).~~

### **2.13.7 MINUTES**

- (a) The Clerk of the Board shall prepare or delegate the preparation of written minutes of each meeting reflecting all official actions taken by the Board, the disposition of all items on the agenda, specific statements of Directors requested by them to be included when related to reasons for voting in a specific manner, and matters requested by a Director to be included as an agenda item for the meeting. ~~The number and title of all ordinances and resolutions shall appear in the minutes.~~
- (b) Written minutes must be approved by a ~~majority~~ vote of the Board and signed by the Secretary of the Board. ~~Original copies of all minutes will be maintained in the District's minute books maintained by the Clerk of the Board.~~

## PART 3 - BOARD OFFICERS

### 3.1 ELECTION

The Board Officers shall be elected as provided in Part 2 of this Code.

### 3.2 DUTIES

#### 3.2.1 PRESIDENT OF THE BOARD

The President may make and second motions and shall have a voice and vote in all proceedings. ~~The President shall be responsible for:~~

- (a) ~~Presiding~~Preside over all meetings of the Board including:
- (1) Opening the meeting at the appointed time, calling the meeting to order, and determining that a quorum is present;
  - (2) Announcing each item of business on the agenda and the recommended motion;
  - (3) Calling for motions;
  - (4) Calling for public participation during meetings, when appropriate;
  - (5) Determining questions of order and enforcing rules of the Board;
  - (6) Ensuring that all members of the Board have an equal opportunity during discussion of issues. ~~The President may be involved in discussion on any matter, but his or her right to expression shall be not greater than that of any other Director;~~
  - (7) Stating the motion and announcing passage or failure;
  - (8) Opening, conducting, and closing public hearings;
  - (9) Adjourning meetings of the Board;
  - (10) Reviewing each report which they receive through the confidential employee hotline and taking the necessary action(s) to address the concerns raised.

- (b) Lead the discussion for selection by consensus of members to serve on committees of the District and representative positions at other organizations in accordance with section 2.6(b), including the assignment of chairperson and alternate responsibilities for District committees, and representative and alternate positions at other organizations.
- (c) ~~Developing~~Develop the Board agenda in consultation with the General Manager.
- (d) ~~Setting~~Set the time and place for any special meeting of the Board.
- (e) ~~Representing~~Represent the District in public ceremonies.
- (f) ~~Serving~~Serve as public spokesperson of the District and ~~expressing~~express the approved policy of the District when called upon to do so.

### 3.2.2 VICE PRESIDENT

- ~~(a) During an absence of the President, the~~The Vice President ~~of the Board shall perform:~~
- ~~(a) Perform~~ all the duties of the President ~~during the absence of the President.~~
- ~~(b) Act in the place of the President, if~~ for any reason the position of President is vacant, ~~the Vice President shall act in the place of the President~~ until a new President is ~~elected~~selected.

### 3.2.3 SECRETARY OF THE BOARD

The Secretary of the Board shall:

- (a) Perform all the duties of the President during ~~an~~the absence of the President and Vice President.
- (b) Attest to the signature of the President of the Board on all ordinances, resolutions, and minutes.
- (c) Certify the Board meeting minutes.
- (d) ~~During an absence~~Perform all the duties of the Treasurer, ~~perform all during~~ duties~~absence~~ of the Treasurer.



### 3.2.4 TREASURER

The Treasurer shall:

- (a) Generally, review checks presented for the payment of District obligations, and available supporting documents, for accuracy.
- (b) Review monthly investment and disbursement reports, budget documents, and financial reports made to the Board.
- (c) Have authority to co-sign disbursement vouchers and wire transfers.
- (d) ~~During an absence~~Perform all the duties of the Secretary, ~~perform all~~during the ~~duties~~absence of the Secretary.

## **PART 4 - GENERAL MANAGER**

### **4.1 GENERAL POWERS**

The General Manager is the chief executive officer of the District. Subject to applicable law, the General Manager's general powers and authority are as set forth by the Board in the form of ordinances, resolutions, motions and this Code. The General Manager shall be responsible to the Board for, and have jurisdiction over, the proper administration of all affairs of the District, as established by the Board, including those matters specified herein and in California Water Code Sections 71362 and 71363.

### **4.2 SIGNATURE AUTHORITY**

In addition to the documents signed by the General Manager in the ordinary course of administrating the affairs of the District, the General Manager is specifically authorized by Ordinance No. 18, as may be amended by the Board from time to time, to enter into and sign certain documents and instruments for and on behalf of the District, either alone or together with certain officers as specified in Ordinance No. 18.

### **4.3 COMPENSATION**

The General Manager shall be paid a salary commensurate with his or her responsibilities, which salary shall be established by contract and any adjustments subject to approval by the Board. Under the terms of the contract with the District, the General Manager serves at the discretion of the Board.

### **4.4 EMERGENCY POWERS**

(a) The General Manager has the authority to declare an emergency, which allows the General Manager to take the actions described herein if the General Manager determines that the District's ability to provide services is jeopardized by unanticipated events. If an emergency has been declared, and is continuing as provided herein, the General Manager is empowered to take those actions authorized under California Public Contract Code Section 22050, including the authority to repair or replace public facilities, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts. The General Manager shall maintain good and accurate records of all purchases made under the authority of this Section.

- (b) If an emergency is declared as provided in subsection (a), the Board shall review the need for continuation of the emergency, and the actions taken by the General Manager, in accordance with applicable law including California Government Code Section 8630. ~~At each Board meeting at which the emergency is considered, the General Manager shall report to the Board justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency. The Board shall declare the termination of the emergency at the earliest possible date that conditions warrant.~~

## 4.5 GENERAL DUTIES

- (a) The General Manager shall have the full power and authority to employ and discharge all Employees (other than those officers appointed by the Board in accordance with California Water Code Section 71340) at his or her pleasure and prescribe their duties and fix their compensation, subject to salary ranges and numbers and types of positions approved by the Board. ~~Salaries will be identified on the salary schedule adopted and amended by the Board.~~
- (b) Additionally, the General Manager is authorized to employ additional assistance as may be required from time to time as determined by the General Manager:
  - (1) To provide substitutes for Employees on leave;
  - (2) To fill a position in advance of termination or retirement of an Employee currently occupying that position;
  - (3) To temporarily (for a period of less than 12 months) add or reclassify positions to facilitate anticipated or ongoing transitions;
  - (4) To perform emergency work; or
  - (5) To establish temporary internships, including the assignments, scope, duties, duration, and compensation of same.
- (c) The General Manager shall maintain the operation of a confidential employee hotline. ~~Reports submitted through the hotline are to be provided to the President and General Manager unless the complaint is about the General Manager, in which case reports are to be provided to the President and District Counsel. The General Manager shall review each report on its merits and take the necessary action(s) to bring the matter to a satisfactory resolution.~~

- (d) The General Manager will provide the Board with the following summary information:
- (1) In January and July of each year:
    - (i) A list of each Employee hired, promoted, or terminated during the preceding six-month period. As appropriate, the list will include: the date of hiring, promotion, or termination, and the present and former job title and present and former salary.
    - (ii) A summary of all changes made to the Employee Handbook, as defined in Code Section 12.1, during the preceding six-month period.
  - (2) In January of each year, unless provided the previous December:
    - (i) A current salary schedule, schedule of rates for on-call, special duty incentive pay, tuition reimbursement maximum contribution, and ~~Lake Bard~~ lease rates for District-owned housing at Lake Bard.
    - (ii) A current organization chart.
    - (iii) A listing of the current Internal Revenue Service mileage rate and the Government Meals and Incidental rate for the cities to which the Directors and District staff are expected to travel in the next 12 months.
  - (3) In January, April, July, and October of each year:
    - (i) A summary of all reports submitted through the confidential employee hotline.
- (e) The General Manager is authorized to approve changes to the annual budget for accounts included as part of the “Operating Administration Expenses” and “Capital Related Expenses” provided the total budgeted expenses do not change. ~~Any~~ adjustment increasing the District’s total budgeted expenses must be brought to the Board for review and approval.
- (f) The General Manager is authorized to conduct an appropriate salary survey a minimum of every three years.

## 4.6 DELEGATION OF AUTHORITY BY GENERAL MANAGER

The powers and duties of the General Manager may be delegated as follows:

- (a) Under the direction of the General Manager, District staff shall perform duties assigned by the General Manager with like effect as though such duties were performed or rendered by the General Manager. The Deputy General Manager shall act with the General Manager's authority in his or her stead in the event the General Manager is absent or unable to act in person.
  - (1) The Board shall establish in advance the person who is to assume the position of "Acting General Manager" in the absence of both the General Manager and the Deputy General Manager." In the absence of both the General Manager and Deputy General Manager, the "Acting General Manager" shall have the authority and powers of the General Manager, and such authority and powers will continue until the General Manager and/or Deputy General Manager are again available and able to serve or until the Board appoints a successor.
  - (2) The General Manager shall inform the Board in advance of planned absences longer than one day in duration.
- (b) Each duly authorized delegate under this Section shall act in the name of the General Manager, except when empowered by law or in writing by the Board to act in his or her own name, and his or her acts shall be equally effective whether done in his or her own name or, if so empowered by the Board, in the name of the General Manager.

## 4.7 TRAVEL AND EXPENSE REIMBURSEMENT

- (a) All travel by the General Manager must be approved in advance by the Board President and is subject to the rules applicable to Board members as set for in Section 2.11.3 of this Code except that meals are reimbursable at the M&I Rate, not at 1.5 times the M&I Rate.
- (b) All expenses incurred by the General Manager must be approved in writing by the Board Treasurer or Board President before they are reimbursed.

## **PART 5 - DISTRICT COUNSEL**

### **5.1 POSITION AUTHORIZED**

By contract approved by the Board, the District shall engage an attorney to serve as General Counsel to the District (“District Counsel”). -By approval of the Board, the District may also retain such other legal counsel as the Board deems necessary to advise the District. -The contracts for all legal counsel retained by the District shall be based upon an agreed fee schedule.

### **5.2 GENERAL DUTIES**

District Counsel shall be responsible for:

- (a) Representing the District, the Board, and any officer of the District, in all legal actions brought by or against the District, the Board, or any officer of District, in his or her official capacity.
- (b) Submitting advice or opinions to the Board when requested to do so by the Board.
- (c) Submitting advice or opinions on District-related matters to the General Manager when requested to do so by him/her.
- (d) Reviewing and making appropriate comment on matters or recommendations presented in written or oral form.
- (e) Reviewing notices, resolutions, ordinances, minutes, agreements, contracts, and supporting materials in advance of meetings.
- (f) Attending each meeting of the Board, unless excused in advance or during a meeting by the President of the Board.
- (g) Attending meetings involving the District as requested by the General Manager or, in the case of a meeting of an Advisory Body of the District, upon request of the General Manager or the Advisory Body’s Chairperson.
- (h) Reviewing each report that they receive through the confidential employee hotline and taking the necessary action(s) to address the concerns raised.
- (i) Testing the functionality of the confidential employee hotline at least once each calendar year to confirm that claims about the General Manager are being delivered directly to the Board President and District Counsel. -The test is to be performed at different dates in different years and without advance coordination with the General Manager.

- (j) Submitting a quarterly summary report of legal activities.

### **5.3 TRAVEL AND EXPENSE REIMBURSEMENT**

- (a) All travel by District Counsel must be approved in advance by the Board President and is subject to the rules applicable to Board members as set for in Section 2.11.3 of this Code.
- (b) All expenses incurred by District Counsel must be approved in writing by the Board Treasurer or Board President prior to reimbursement for those expenses.

## PART 6 - CLERK OF THE BOARD

### 6.1 GENERAL DUTIES

The duties of the Clerk of the Board include, without limitation:

- (a) Attending to all administrative support needs of the Directors, including coordinating schedules, transportation, meals, and lodging, as needed, in support of meetings involving District business (MWD, Member Agencies, ACWA, AWA, etc.).
- (b) Attending to the administrative requirements of the Brown Act with respect to scheduling and preparing for all regular, special, and emergency Board meetings and Advisory Body meetings, including without limitation:
  - (1) Preparing the agenda and supporting documents for each meeting and arranging for distribution of agenda packets.
  - (2) Publishing and posting notices required by the Brown Act.
  - (3) During meetings, recording the actions of the Board.
- (c) Making certified copies of official correspondence.
- (d) Maintaining the records and documents of the Board (minute books, resolutions, ordinances, policies).
- (e) Receiving documents addressed to the Board including acceptance of service of process for the District.
- (f) Administering the District's Conflict of Interest Code as follows:
  - (1) Notifying Directors, staff, and consultants of filing deadlines related to annual Form 700s and Statements of Assuming or Leaving Office and providing them with the necessary forms.
  - (2) Maintaining required documents at the District and filing required documents with the County of Ventura.
- (g) Administering the Oath of Office to members of the Board as a Notary Public or Deputy County Clerk.
- (h) Coordinating with the County of Ventura concerning Division elections.
- (i) Coordinating with the President of the Board, the designated Metropolitan



Water District Director representative, and guests for all inspection or information tours.

(j) Maintaining custody of the District seal.

~~(k) Providing Directors and specified Employees with information annually on required ethics and sexual harassment prevention training, arranging for such training, and maintaining records indicating the dates the Directors and Employees satisfied the training requirements.~~

## PART 7 - RECORDS REQUESTS AND MAINTENANCE

### 7.1 GENERALLY

All public records requests, oral or in writing, received by the District shall be promptly forwarded to the Clerk of the Board for consideration and processing. -All such requests shall be handled in accordance with the applicable requirements of the California Public Records Act ("PRA"). The General Manager, in consultation with legal counsel, will make all final decisions on any questions regarding compliance with these acts. The District may charge for the cost of mailing and copying costs not to exceed the maximum allowable statutory fee under the PRA, as may be amended from time to time.

### 7.2 AGENDA PACKETS

Subject to Section 7.1, above, the following specific procedures will apply to requests for copies of the District's Board meeting agenda packets (the ~~"Packet"~~):

- (a) A standing request for a copy of the Packet made in accordance with Government Code Section 54954.1 shall be valid for the calendar year in which it was made. - All requests will expire on December 31 of the year in which they were submitted. - If an individual or group wishes to continue to receive information after a request has expired, a new request must be submitted. - The request must specify the address to which the response is to be transmitted.
- (b) All other requests for a copy of a Packet shall be processed in accordance with Section 7.1, above.

### 7.3 RECORDS RETENTION

- (a) The District has adopted a records retention program establishing orderly procedures for retaining District records in active files and in inactive files and for disposing of records when they are no longer needed for administrative, fiscal, historical, or legal purposes.
- (b) The procedures will promote the efficient and cost-effective conduct of the District's business by reducing the number of records in the active file areas, eliminating unnecessary retention of duplicate or obsolete documents, and providing for timely transfer of inactive records. -The result will enable the District to function efficiently with a minimum of file equipment, will facilitate the retrieval of records, and will establish a tradition of good records management for the District. -In addition, the records management program will ensure that records with long-term value are retained and protected.

- (c) The records of all District departments are covered by the records retention program. That is, the records retention program covers all papers, maps, and other documentary records made or received by the District in connection with its business, and preserved by the District as evidence of its functions, policies, decisions, operations, or other activities, or because of the value of the information they contain.

#### **7.4- DISTRICT-RELATED ELECTRONIC DATA IN PERSONAL DEVICES OR ACCOUNTS**

If a public records request is made for information related to District business that could be stored in a Board Member or Employee's personal electronic device (such as a phone, tablet, or computer) or personal email or texting account, the following procedure will be followed:

- (a) The General Manager shall send a written or email request to each affected Director or Employee directing them to (1) search their personal devices and accounts for a specific type or category of record, (2) provide copies of all such records to the Clerk of the Board within 7seven calendar days of the request, and (3) sign an affidavit that they have searched all of their personal electronic devices and accounts and has produced all documents responsive to the request.
- (b) Within the requested 7seven calendar days, the Director or Employee shall either (1) provide the requested records, if any, to the Clerk of the Board in electronic or paper format and the signed affidavit ~~in paper format~~ or (2) provide an explanation why more time is needed to complete the request. Up to 10 additional calendar days may be requested if the search and production of the requested documents ~~will~~would take substantial time to find and produce.
- (c) If additional time is requested, the Director or Employee shall provide the requested records, if any, to the Clerk of the Board in electronic or paper format and the signed affidavit ~~in paper format~~ before the end of the extended time period.

## PART 8 - ANNEXATIONS

### 8.1 MEMBERSHIP IN METROPOLITAN WATER DISTRICT

Any annexation to the District shall also be a concurrent annexation to Metropolitan Water District of Southern California.

### 8.2 GOVERNING LAW

Any annexation to the District shall be accomplished in accordance with this Code, Division III of the Metropolitan Administrative Code, and applicable law including the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et seq.).

### 8.3 - CRITERIA

- (a) An area proposed for annexation shall not, after annexation, leave an unannexed area entirely surrounded by an area annexed to the District (a ~~“window”~~) unless the Board finds that the District's interests will not be adversely affected by the existence of such a window.
- (b) An area proposed for annexation shall neither create an island by including land that does not share a common border with the existing District service area nor include a narrow, meandering path of land for the express purpose of linking properties proposed for annexation unless the Board finds that the District's interests will not be adversely affected by the existence of such an island or annexed land.
- (c) Proposed annexations shall include the entirety of all legal parcels which are the subject of the proposed annexation unless the Board determines that the District's interests will not be adversely affected by a proposed partial annexation.
- (d) Annexations will be considered only when the subject property is located where it is physically and economically practical for a District Member Agency to provide water service, as determined by the District.
- (e) Any area proposed for annexation to a ~~member municipality or water district~~, Member Agency or joining the service area of a ~~purveyor~~, Member Agency delivering water supplied by the District, and not already within the District, shall be annexed to the District concurrently.

## **8.4 MANDATORY CONDITIONS**

All terms and conditions of annexation shall contain the following provisions:

- (a) The sale and delivery of all water by the District, regardless of the nature and time of use of such water, shall be subject to regulations promulgated by the District.
- (b) Except upon terms and conditions specifically approved by the Board, water sold and delivered by the District shall not be used in any manner which intentionally or avoidably results in the direct or indirect benefit of areas outside the District including use of such water outside the District or use thereof within the District in substitution for other water used outside the District.
- (c) The District shall not be obligated to provide or pay for any additional works or facilities necessitated by the annexation.

## **8.5 PROCEDURE**

### **8.5.1 BOARD APPROVAL**

The Board will consider and may approve annexations in a three-step process as summarized below:

- (a) The Board adopts a resolution initiating the annexation;
- (b) If Metropolitan approves “Informal Terms and Conditions” of the proposed annexation, the District Board adopts a resolution requesting that Metropolitan approve “Formal Terms and Conditions” and requesting approval by the Ventura County Local Agency Formation Commission (“LAFCO”);
- (c) After the District receives the Metropolitan and LAFCO resolutions granting the approvals described in subparagraph (b), above, the Board adopts a final resolution accepting Metropolitan’s Formal Terms and approving the annexation.

### **8.5.2 REQUEST FOR ANNEXATION**

A request for annexation shall be made in writing by the owner of the land to be annexed, or the owner’s authorized agent (the “Applicant”).

### 8.5.3 INITIATION OF ANNEXATION

- For initiation of annexation, the request shall include:

- (a) A legal description and a detailed map of the area proposed to be annexed, showing existing District and Metropolitan annexation boundaries, and clearly indicating the metes and bounds of the area and the gross and net acreage for the area with sufficient documentation to support the gross and net acreage specified;
- (b) The Assessor's Parcel Numbers of all parcels included in the area proposed to be annexed;
- (c) The present vesting and legal descriptions of each parcel in the area proposed to be annexed;
- (d) A description of:
  - (1) Present use of each of the parcels included within the area proposed to be annexed;
  - (2) Existing or proposed development plans for such parcels;
- (e) A plan for implementing the water use efficiency guidelines set forth in Section 3107 of the Metropolitan Administrative Code;
- (f) A signed Landowners' Request to Annex and Approval of Parcel Charges for every parcel in the area proposed to be annexed;
- (g) A deposit against administrative annexation expenses in accordance with this Code; and
- (h) Any other information and documentation requested by the District.

### 8.5.4 APPROVAL BY METROPOLITAN AND LAFCO

Prior to the Board's consideration of a resolution requesting approval by Metropolitan and LAFCO, the Applicant shall submit to the District:

- (a) Any changes to the annexation documentation submitted previously;
- (b) Documents demonstrating project compliance with the California Environmental Quality Act ("CEQA") including reference to the District and Metropolitan as suppliers of potable water, and which address the necessity of annexation to the District; and

- (c) An agreement signed by the Applicant indemnifying the District against liability related to the District's actions in the annexation.

### **8.5.5 FINAL APPROVAL**

Prior to the Board's consideration of a resolution of final approval of an annexation, the District must have received all of the following:

- (a) A certified resolution of the Metropolitan Board of Directors fixing Formal Terms and Conditions for the annexation;
- (b) A certified resolution from LAFCO approving the annexation;
- (c) Payment by the Applicant of all annexation fees required by Metropolitan and the District in accordance with this Code; and
- (d) All other documents and information required by the District as provided herein.

### **8.5.6 NOTICE OF COMPLETION TO LAFCO**

Within ~~5~~five business days of the final approval of an annexation by the Board, the District shall send a Request for Notice of Completion to LAFCO.

## **8.6 FINANCIAL POLICIES**

### **8.6.1 DIRECT ADMINISTRATIVE COSTS**

- (a) The Applicant shall pay all direct administrative costs incurred as a result of annexation investigation, evaluation and proceedings.
- (~~a~~b) Before annexation is initiated or District funds expended on a given annexation, the Applicant shall deliver a deposit sufficient to pay for all routine costs of annexation as calculated and requested in writing by the District after preliminary review of the annexation proposal.
- (~~b~~c) In the event annexation is commenced but not completed and funds are advanced by the Applicant, but not expended, such funds shall be refunded to the Applicant.

## **8.6.2 CALLEGUAS ANNEXATION FEE**

In addition to the expenses listed in this Section 8, Applicants for areas annexing to the District shall pay to the District a per acre annexation fee based on the net present value of property taxes due to the District.

## **8.6.3 METROPOLITAN ANNEXATION FEE**

The District shall collect from the Applicant the Metropolitan Annexation Processing Fee and the Metropolitan Annexation Fee in accordance with Metropolitan's Administrative Code (Sections 3100 (b) 7 and 3300), as may be amended from time to time.

- (a) The Metropolitan Annexation Processing Fee shall be transferred to Metropolitan with the Request for Approval of Informal Terms and Conditions.
- (b) The Metropolitan Annexation Fee shall be transferred to Metropolitan before recordation of the annexation.

## **8.6.4 PAYMENT REQUIREMENTS**

The Applicant shall pay all administrative annexation expenses, Metropolitan Annexation Fees, and District Annexation fees in full prior to completion of the annexation.

## **8.6.5 DISCRETIONARY WAIVER OF CHARGE AND FEE**

The processing fee and the annexation charge may be waived in cases where the Board requests a small annexation to prevent or close a "window" in an existing member public agency or as otherwise specified in this Code.

## **8.6.6 ANNUAL REVIEW OF CALLEGUAS ANNEXATION FEE**

The Per-Acre Fee and the Back Tax Computation shall be recalculated by the District annually and the adjusted fee shall become effective as of the first day of each calendar year, or on another date selected by the Board.



## **PART 9 - CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

### **9.1 ADOPTION OF CEQA GUIDELINES**

Section 15022(d) of the State CEQA Guidelines (the “Guidelines”) allows agencies to adopt the Guidelines by reference in order to comply with certain CEQA provisions relating to public agency implementing procedures. -The Board has determined that adoption of the Guidelines as the District’s implementing procedures will result in increased administrative efficiency by avoiding the need to continually review and update District-developed implementing procedures. -Accordingly, the Guidelines, as amended from time to time, are adopted as the District’s CEQA Implementing Procedures.

### **9.2 DELEGATION OF RESPONSIBILITY FOR CEQA COMPLIANCE**

#### **9.2.1 RESPONSIBILITY OF BOARD OF DIRECTORS**

The Board shall have responsibility for administering CEQA as follows:

- (a) Reviewing and considering or, as applicable, certifying a final Environmental Impact Report (EIR) or approving or, as applicable, adopting a Negative Declaration prior to approving a project. -
- (b) Making all findings required by Sections 15091 and 15093 of the Guidelines.
- (c) Taking such other actions as CEQA requires of the Board.

#### **9.2.2— RESPONSIBILITY OF THE GENERAL MANAGER**

The General Manager or, under the General Manager’s direction, District staff, shall have responsibility for administering CEQA as follows:

- (a) Determining whether a project is exempt from compliance with CEQA, including without limitation determining whether a particular project satisfies one of the exemptions specified in Section 9.2.3, below.
- (b) Conducting an Initial Study and deciding whether to prepare a-draftan EIR or Negative Declaration.
- (c) Preparing an EIR or Negative Declaration.
- (d) Determining that a Negative Declaration has been completed within the statutory time period.

- (e) Preparing responses to comments on environmental documents.
- (f) Preparing comments and responding to requests for comments related to environmental documents of other agencies.
- (g) Filing applicable notices required by CEQA.
- (h) Taking such other actions as CEQA allows or requires the staff of an agency to take.

### 9.2.3 EXEMPTIONS

The District has determined that the following specific District activities are within the exemptions established by the CEQA Guidelines and by statute:

- (a) Annexations to the District of areas containing existing public or private structures developed to the density allowed by the current zoning of the gaining or losing governmental agency, whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have a capacity to serve only the existing facilities. ~~-(Guidelines Section 15319)~~
- (b) Annexation of individual small parcels of the minimum size for facilities exempted by Section 15303 of the Guidelines. ~~-(Guidelines Section 15319)~~
- (c) Emergency repairs to District facilities, pipelines, and appurtenances necessary to maintain service. ~~-(Guidelines Section 15269))~~
- (d) Sales of District surplus property (Guidelines Section 15312) except that if real property is located in an area of statewide, regional or area wide concern (Guidelines Section 15206(b)(4)) the sale would be exempt only if:
  - ~~(1)~~ (1) The property does not have significant values for wildlife habitat or other environmental purposes, and
  - ~~(#2)~~ (2) Any of the following conditions exist:
    - (i) -The property is of such size, shape, or inaccessibility that it is incapable of independent development or use; or

- (ii) The property to be sold would qualify for an exemption under any other class of categorical exemption in the Guidelines; or
  - (iii) The use of the property and adjacent property has not changed since the time of purchase by the public agency.
- (e) Basic data collection, research, experimental management, and resource evaluation activities of the District which do not result in a serious or major disturbance to an environmental resource either for information gathering purposes, or as part of a study leading to an action which the District has not yet approved, adopted, or funded.
  - (f) Inspections by the District or its consultants to check for performance of a District operation, or quality, health, or safety of a District project. (Guidelines 15309)
  - (g) Operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing District structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (Guidelines 15301)
  - (h) Replacement, relocation or reconstruction of existing District structures, pipelines, or facilities on the same site with structures, pipelines, or appurtenant facilities serving substantially the same purpose and with substantially the same capacity as the existing structure, pipeline, or facility. (Guidelines 15302)
  - (i) The normal operations of District headquarters for public gatherings including, but not limited to, Board meetings, public meetings on water related issues, watershed group or stakeholder meetings, and the like. (Guidelines 15323)
  - (j) Minor alterations in the conditions of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees including, but not limited to, minor grading, gardening, landscaping, trenching and backfilling, maintenance dredging, and fuel management activities of the type set forth in Guidelines Section 15304.
  - (k) Construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior

of the structure, such as installation of new piping, instrumentation, pumps, valves, air compressors, rectifiers, or power supplies.

- (l) Changes in the organization of the District as long as the changes do not change the geographical area in which previously existing powers are exercised. Examples include the establishment of a subsidiary district or the consolidation of the District with another district having identical powers.
- ~~(m) Determination of Capital Construction Charges to be assessed on annexed property and assessment thereof pursuant to District Ordinance No. 14 (Ministerial acts/projects - Public Resources Code 21080(b)(1)).~~ (m) [Reserved - Capital Construction Charge]
- (n) Actions necessary to prevent or mitigate an emergency involving the District's facilities or threatening the District's facilities (not including long-term projects with a low probability of short-term occurrence).
- (o) Projects of less than one mile in length within a public street or highway or any other public right-of-way for the installation of a new pipeline or the maintenance, repair, restoration, reconditioning, relocation, replacement, removal, or demolition of an existing pipeline. For purpose of this section, "pipeline" includes subsurface facilities but does not include any surface facility related to the operation of the underground facility. (Public Resources Code 21080.21)
- (p) Rejected or disapproved projects.

This listing of exemptions is not intended to be exclusive and the availability of each exemption must be determined based on the particular facts. Without limiting the foregoing, the categorical exemptions listed above shall not apply where: (1) a reasonable possibility exists that the activity may have a significant environmental impact because of unusual circumstances; (2) project cumulative impacts would be considerable and therefore significant; (3) the project occurs in certain sensitive environments (as specified in the Guidelines); (4) a project affects scenic resources within official state scenic highways; (5) a project is located on a toxic site listed by the California Environmental Protection Agency; or (6) a project causes substantial adverse changes in significant historic resources.

## PART 10 - PROCUREMENT POLICY

The District will procure goods and services in support of its administrative, operational, and capital improvement requirements. It is the intent of the District to engage in procurements that ensure it will receive goods and services of the appropriate quantity, of a satisfactory level of quality, delivered in a timely manner, and at a price that represents the best value to the District and its ratepayers.

All purchases of materials, supplies, equipment, and services required by the District shall be made in accordance with the following policy and applicable law:

### 10.1 **DEFINITION OF TERMS**

The following definitions shall apply to this part:

- (a) “Agreement” means a contractual document entered into between the District and a Consultant or Contractor for engagements involving the provision of Services, typically delivered over an extended period of time.
- (b) “Bid” means a sealed (electronically or physically) price offer to perform work in accordance with specifications, conditions, and other requirements included in a Notice Inviting Bids (NIB).
- (c) “Bidder” means a Contractor or Supplier that submits a Bid in response to a NIB or an Invitation for Quote.
- (d) “Consultant” means an individual, firm, or entity that provides Professional Services.
- (e) “Construction Services Agreement” means a written agreement for the provision of Public Works Construction by a Contractor.
- (f) “Contract” means a written document establishing terms and conditions between parties for the provision of Goods or Services (Professional or General) and includes Construction Service Agreements, General Service Agreements, Professional Service Agreements, and Purchase Orders.
- (g) “Contractor” means an individual, firm, or entity that provides Public Works Construction services or General Services.
- (h) “Cooperative Purchasing” means any procurement conducted on behalf of two or more public agencies in order to obtain the benefit of volume purchasing and/or reduction in administrative expenses.

- (i) “**Formal Competitive Solicitation**” means a written request for a Bid, Proposal, or Quotation in accordance with written terms and conditions included in the request.
- (j) “**General Services**” means services provided by a Contractor that are not Public Works Construction and include, but are not limited to, trade, janitorial, maintenance, and operating activities.
- (k) “**General Services Agreement (GSA)**” means a written agreement for the provision of General Services by Contractors and includes but is not limited to Maintenance Service Agreements and Security Agreements.
- (l) “**Goods**” means all types of tangible personal property including materials, supplies, and equipment.
- (m) “**Informal Competitive Solicitation**” means a written request for a Bid, Proposal, or Quotation in accordance with written terms and conditions included in the request.
- (n) “**Managers**” means a person who oversees the functioning of a District department and the Executive Strategist.
- (o) “**Material Change**” means a change to essential terms in a Contract including, but not limited to, monetary consideration, scope of services, insurance and indemnity obligations, and assignment.
- (p) “**Notice to Proceed**” means a document authorizing discrete Services or Construction under a PSA or GSA.
- (q) “**Professional Services**” means services provided by any specifically trained or experienced person, firm, or corporation specializing in financial, economic, accounting, engineering, environmental, information technology, legal, architectural, public relations, right-of-way, or other specialized disciplines. Services may include the provision of a report, study, plan, design, specification, document, program, advice, recommendation, analysis, review, opinion, inspection, investigation, audit, brokering, presentation, or representation of the District before or in dealings with another party.
- (r) “**Professional Services Agreement (PSA)**” means a written agreement for the provision of Professional Services by a Consultant.
- (s) “**Proposal**” means a formal plan submitted by a Consultant that addresses the District's specifications, conditions, and other requirements. A Proposal may be provided in response to a Request for Proposal (RFP) or informal

request by the District.

- (t) “Proposer” means a Consultant that submits a Proposal.
- (u) “Public Works Construction” means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.
- (v) “Purchase Order (PO)” means a document issued by the District to a Consultant, Contractor, or Supplier for Goods and Services and indicates the description of work, and/or types, quantities, delivery requirements, and agreed prices for Services or Goods to be provided to the District.
- (w) “Quotation (Quote)” means a document setting out the cost for Goods or Services.
- (x) “Request for Proposal (RFP)” means a written request for the submission of a Proposal in accordance with specifications, conditions, and other requirements included in the request.
- (y) “Request for Qualifications (RFQ)” means a request for Consultants or Contractors to submit their qualifications to qualify them for a specific project or professional service.
- (z) “Service(s)” means the labor, intellectual property, or other work product provided by a Contractor or Consultant that is not tangible personal property.
- (aa) “Supplier” means a provider of Goods.

## **10.2 PROCUREMENT FOR PUBLIC WORKS CONSTRUCTION SERVICES, OPERATIONS SERVICES, MAINTENANCE SERVICES, AND MATERIALS PROJECTS**

### **10.12.1 BIDDING AND DOCUMENTATION FOR PROCUREMENT OF PUBLIC WORKS CONSTRUCTION SERVICES, OPERATIONS SERVICES, AND MAINTENANCE SERVICES**

The procurement of services for ~~the construction of public works~~ Public Works Construction projects ~~and performance of operations and maintenance services~~ shall be governed by the provisions of the California Public Contract Code. ~~The District may procure or lease materials, construction services, operations services, or maintenance services~~ services for Public Works Construction projects as authorized below:

- (a) Any procurement up to and including \$4,999:
- (1) No bid solicitation process is required; ~~and~~,
  - (2) No ~~purchase order~~ Purchase Order is required.
  - (3) A Construction Services Agreement is required for the procurement of Services.
- (b) Any procurement over \$4,999 and up to and including \$34,999:
- (1) Requires an ~~informal—solicitation~~ Informal Competitive Solicitation process with at least two competitive price ~~quotations or Quotations. If two Quotes cannot be obtained,~~ documentation shall be provided demonstrating that at least two or more Quotes have been solicited ~~or written justification approved by and supporting the Manager of Finance as to why quotations should not be solicited~~ finding that two Quotes cannot be obtained; and
  - (2) Requires a ~~purchase order~~ Purchase Order or Contract executed by an Employee with proper authorization as set forth herein in the section entitled “Approval and Signatory Authority”~~.”~~
- (c) Any procurement over \$34,999 is subject to the competitive bidding requirements under California Public ~~Contracts~~ Contract Code §20642 et seq., as applicable, and the following:
- (1) The following ~~bid solicitation~~ Formal Competitive Solicitation process:
    - (i) A call for public ~~bids~~ Bids shall be made by the Board of Directors.
    - (ii) At least one ~~bid~~ Bid solicitation notice (and more than one if so directed by the Board) shall be advertised in a local newspaper of general circulation or through a designated e-procurement platform utilized by the District.
    - (iii) Sealed bids will be publicly opened at a pre-determined date, time, and location.
    - (iv) ~~Contracts~~ Purchase Order or Contract will be awarded to the lowest responsive and responsible ~~bidder~~ Bidder, except that the District always reserves the right to reject



all bids.

(v) Consideration shall be given not only to the bid price, but also to the general competency of the ~~contractor~~Contractor for the performance of the work. A ~~contractor~~Contractor must submit evidence information demonstrating that ~~they are~~it is competent to manage the proposed project and carry it forward to a successful conclusion, has professional integrity and honesty of purpose, and has sufficient financial resources to complete the project.

(vi) Contracts shall not be awarded to any ~~contractor~~Contractor listed by the California Labor Commissioner as ineligible to bid, work on, or be awarded a public works project.

(2) Requires a ~~purchase order~~Purchase Order or ~~contract~~Contract executed by ~~the authorized officers specified an~~an Employee with proper authorization as set forth in the ~~District's Ordinance No. 18.~~section entitled "Approval and Signatory Authority."

(d) ~~Any change~~Material Changes to ~~contract or purchase order is a~~Contract require authorization under a Change Order. Approval and execution are subject to the thresholds established in ~~this policy based on the~~section entitled "Approval and Signatory Authority".

~~(e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the total cost after the change is incorporated above guidelines.~~

~~(e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.~~

~~(f) Competitive solicitation is not required for construction work that costs less than \$35,000 and involves:~~

~~(1) pipe or appurtenance installation, rehabilitation, relocation, protection, or repair and related activities such as excavation, backfill, traffic control, or paving;~~

~~(2) Building construction or modification;~~

~~(3) Reinforced concrete or masonry construction; and/or~~

~~(4) Installation, repair, or replacement of paved or gravel surfaces.~~

## 10.12.2 BIDDING AND DOCUMENTATION FOR PROCUREMENT OR LEASING OF MATERIALSGOODS

The District may procure or lease materialsGoods as authorized below:

~~(a) Any procurement up to and including \$4,999:~~

(a) Any procurement up to and including \$4,999:

- (1) No ~~bid~~Bid solicitation process is required; and
- (2) No ~~purchase order~~Purchase Order is required.

(b) Any procurement over \$4,999 and up to and including \$49,999:

- (1) Requires an ~~informal—solicitation~~Informal Competitive Solicitation process with at least two competitive price ~~quotations or~~ Quotations. ~~If two Quotes cannot be obtained, documentation shall be provided demonstrating that at least two or more Quotes have been solicited or written justification approved by and supporting the Manager of Finance as to why quotations should not be solicited finding that two Quotes cannot be obtained;~~ and
- (2) Requires a ~~purchase order~~Purchase Order executed by an Employee with proper authorization as set forth herein in the section entitled “Approval and Signatory Authority.”

(c) Any procurement over \$49,999 shall follow the procedures below:

- (1) The following ~~bid solicitation~~Formal Competitive Solicitation process:
  - (i) ~~A call for public bids shall be made by the Board of Directors.~~
  - ~~(ii)~~ At least one bidBid solicitation notice ~~(and more than one if so directed by the Board)~~ shall be advertised in a local newspaper of general circulation or through a designated e-procurement platform utilized by the District.
  - ~~(iii)~~ Sealed bidsBids will be publicly opened at a pre-

determined date, time, and location.

~~(iv) — Contracts (iii) Purchase Orders~~ will be awarded to the lowest responsive bidder, except that the District always reserves the right to reject all bids.

(2) Requires a ~~purchase order or contract~~ Purchase Order executed by ~~the authorized individuals specified an~~ an Employee with proper authorization as set forth in the District's Ordinance No. 18. ~~section~~ entitled "Approval and Signatory Authority."

(d) ~~Any change~~ Material Changes to ~~contract or purchase order is a~~ Contract require authorization. Approval and execution are subject to the thresholds established in ~~this policy~~ the section entitled "Approval and Signatory Authority" and based on the ~~total cost~~ final value of the Contract after the change is incorporated.

(e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

### **10.2.3 BIDDING AND DOCUMENTATION FOR PROCUREMENT OF GENERAL SERVICES**

The District may procure General Services as authorized below:

(a) Any procurement up to and including \$4,999:

(1) No Bid solicitation process is required;

(2) No Purchase Order is required.

(3) General Services Agreement is required

(b) Any procurement over \$4,999 and up to and including \$49,999:

(1) Requires an Informal Competitive Solicitation process with at least two competitive price Quotations. If two Quotes cannot be obtained, documentation shall be provided demonstrating that two or more Quotes have been solicited and supporting the finding that two Quotes cannot be obtained; and

(2) Requires a Contract executed by an Employee with proper authorization as set forth herein in the section entitled "Approval and Signatory Authority."

(c) Any procurement over \$49,999 shall follow the procedures below:

(1) The following Formal Competitive Solicitation process:

(i) At least one Bid solicitation notice shall be advertised in a local newspaper of general circulation or through a designated e-procurement platform utilized by the District.

(ii) Sealed bids will be publicly opened at a pre-determined date, time, and location.

(iii) Contracts will be awarded to the lowest responsive and responsible bidder, except that the District always reserves the right to reject all bids.

(2) Requires a Contract executed by an Employee with proper authorization as set forth in the section entitled "Approval and Signatory Authority."

(d) Material Changes to a Contract require authorization. Approval and execution are subject to the thresholds established in the section entitled "Approval and Signatory Authority" and based on the final value of the Contract after the change is incorporated.

(e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

#### **10.1.32.4 EXCEPTIONS TO COMPETITIVE PROCUREMENT REQUIREMENTS**

(a) The following procurements are exempt from the competitive solicitation process: books, periodicals, advertising, seminars, conferences, travel, subscriptions, postage, utilities, bank charges, memberships, permits, and land.

(b) The competitive solicitation process is waived for procurements where the required ~~good~~Good or ~~service~~Service is available from only one viable source— (Good or Service provider). Negotiations shall be conducted with the provider of the ~~good~~Good or ~~service~~Service to achieve the most favorable pricing ~~and~~ terms of sale.

(c) Competitive solicitation may be performed through cooperative procurement processes as set forth in the Public Contract Code sections 10298 and 10299.

- (d) The competitive solicitation process is not required when materials or services are necessary to respond to an emergency in accordance with Public Contract Code Section 20645 and the requirements of Section 22050 of the California Public Contract Code.
- (e) Competitive solicitation is not required for construction or maintenance work costing less than \$35,000 when it is not possible to clearly define the work scope in advance.

## **10.23 PROCUREMENT OF PROFESSIONAL SERVICES**

- (a) Professional services contracts shall be ~~awarded to consultants~~entered into with Consultants demonstrating expertise and experience in the type of work to be performed and a proven history of high-quality work. ~~Contracts will typically be for a “not-to-exceed” fee associated with a particular scope of work. Work for which it is not possible to define a scope in advance may be performed on a time- and- materials basis.~~
- (b) If it is in the best interest of the District, and at the full discretion of the General Manager and/or responsible department Manager, a Request for Proposal (RFP) or Request for Qualifications (RFQ) may be used to solicit proposals or qualifications from consultants.
- (c) The following criteria shall be used to qualify candidates for ~~consultants and professional services~~Professional Services:
  - (1) Specialized experience and technical competence of the proposer and its personnel considering the type of services required and the complexity of the project.
  - (2) The ~~consultant's~~Consultant's familiarity with types of problems applicable to the project.
  - (3) Past record of performance on projects with the District, other governmental agencies or public bodies, and with private industry, including such factors as control of costs, quality of work, and ability to meet schedules.
  - (4) The ~~consultant's~~Consultant's capacity to perform the work (including any specialized services) within the time limitations and with proposed staff, considering the firm's current and planned workload.
  - (5) The ~~consultant's~~Consultant's level of financial responsibility.

- (6) Fee proposal for the proposed services.
- (7) Other key factors as appropriate for the type of service.

## **10.34 APPROVAL AND SIGNATORY AUTHORITY**

- (a) In accordance with Ordinance No. 18, the General Manager has the authority to approve the following procurement-related contracts. ~~All procurement contracts not listed below must be approved by the Board of Directors.~~
  - (1) Professional services contracts that are paid for on a time and materials basis and where the estimated value of the services does not exceed \$100,000 in any fiscal year, or that are paid for at a fixed scope and fee where the contracted fee does not exceed \$100,000;
  - (2) ~~General construction~~Public Works Construction contracts in amounts less than \$35,000;
  - (3) Materials procurement contracts in amounts less than \$100,000;
  - (4) Contracts for procurement of utility service such as electricity, telephone, natural gas, sewer, and water;
  - (5) All construction change orders in which each individual change to the work is both less than \$100,000 and less than 25% of the original construction contract amount; and
  - (6) ~~All contracts of insurance including, without limitation, insurance policies and endorsements for general liability, workers' compensation, automobile, and health benefits for employees of the District;~~
  - (7) Contracts necessary to respond to an emergency in accordance with the requirements of Section 22050 of the California Public Contract Code.
- (b) The following Employees have the authority to make purchases and sign purchase orders, contracts, and notice-to-proceed letters up to the limits shown in the following table.

Deputy General Manager	\$49,999
Managers and Assistant Managers	\$34,999
Operations and Maintenance Supervisors, Project Managers, Facilities Coordinator, and Clerk of the Board	<del>\$\$\$</del> 4,999

- (c) The following Employees have the authority to sign construction change orders in which each individual change to the work is within the limits shown in the following table and is less than 25% of the original construction contract amount.

Deputy General Manager	\$49,999
Manager of Engineering	\$34,999
Project Managers	<del>\$\$\$</del> 4,999

(d) All Contracts that exceed the authority listed Section 4(a) must be approved by the Board.

- (e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

## **10.45 DISBURSEMENT OF FUNDS**

All checks, wires and ACH transfers will be disbursed in a timely manner after approval by the General Manager or their designee. ~~—~~A monthly post-listing of payments including wires, ACH transfers, and checks, showing the payee, purpose, payment date, amount, the check number, and invoice number, shall be reviewed by the Treasurer, and presented to Board of Directors at a public meeting.

## **10.56 CODE OF CONDUCT**

- (a) No Director or Employee shall participate in the selection, award, or administration of a contract if a conflict of interest, would be involved. ~~—~~ Such a conflict would arise when the Employee or Board member, any member of his or her immediate family, his or her partner, or an organization ~~which~~that employs, or is about to employ any of the above, has a financial or other interest in the firm selected for award.
- (b) Directors and Employees will neither solicit nor accept gratuities, favors, or anything of value from contractors or consultants or potential contractors or consultants who might in any way benefit from a decision made or action taken by that Board member or Employee in the course of his or her duties.

**10.67**      **PETTY CASH FUND**

A petty cash fund of no more than \$1,400 shall be maintained in the Finance Department vault for the purpose of providing ready cash for small expenditures. Petty cash shall be disbursed in accordance with the District’s procedure for expense reimbursements. ~~-Petty cash requests should be limited to less than \$100.-~~ The Manager of Finance, Deputy General Manager, or General Manager can authorize expenditure reimbursements above \$100. ~~-The petty cash fund will be reconciled and replenished on a monthly basis.~~

**10.78**      **CREDIT CARDS**

- (a) The District may acquire credit cards for use by Employees. ~~-The Manager of Finance will maintain a written log of credit cards.-~~ Employees who have credit cards will sign for these cards and be responsible for them.
- (b) Credit cards may be used to charge necessary supplies, equipment, services and authorized travel, food and lodging for the person in possession of the credit card and any/or another District Employee or Board Member.
- (c) Credit cards may not be used for personal benefit or non-District purposes.
- (d) Receipts for all credit card expenditures must be ~~promptly~~ submitted to the Finance Department monthly with the credit card statement, including any documentation stating the purpose of the expenditure. For meals, documentation should include the purpose of the meal and the names and affiliations of the people present.
- (e) The following table sets ~~for~~ the maximum limits on credits cards assigned to specific Employees and that may only be used by the designated Employee. Issuance of credit cards is subject to the approval of the General Manager on a case-by-case basis. ~~-All of these are general purpose cards such as VISA or American Express:~~

<b>Employee</b>	<b>Maximum Limit</b>
General Manager, <u>Deputy General Manager</u> , Managers, Assistant Managers, and the General Services Supervisor	\$10,000

- (f) The following table sets forth the limits on credit cards for general use by Employees. ~~-Issuance of credit cards is subject to the approval of the General Manager on a case-by-case basis. -These cards may only be used with the approval of the “Responsible Employee” as designated below and that Responsible Employee is also responsible for collecting receipts.~~



Type of credit card	Limit	Responsible Employee
General purpose card(s) for travel, meetings, and miscellaneous supplies	\$25,000	Clerk of the Board
Card for a home improvement store	\$5,000	General Services Supervisor

- (g) All invoices for general purpose credit cards shall be reviewed and approved by the General Manager ~~or Deputy General Manager.~~ All invoices for credits cards from a home improvement store shall be reviewed and approved by a Manager and must comply with the procurement guidelines established above. ~~In addition, the General Manager’s credit card shall be reviewed and approved by the Board Treasurer, or in the absence of the Board Treasurer, by the Board President. Board approvals may be obtained by email.~~

**10.89 NO COMMITMENT OF FUNDS FOR NON-DISTRICT PURPOSES**

Neither Directors nor Employees shall obligate or commit District funds for the purchase of goods or services for personal or non-District related use, even if the Board Member or Employee reimburses the District for the incurred cost.

**10.9-10 PREVAILING WAGES**

All entities that contract with the District are required to comply with the provisions of the California Labor Code, including those relating to the payment of prevailing wage rates.

**10.1011 GRANT COMPLIANCE**

For procurements involving state or federal grant funding, all grant-required procedures shall be implemented and all grant-required language will be incorporated into bid documents, professional services agreements, equipment supply contracts, and construction contracts as needed.

## **PART 11 - SIGNING AUTHORITY**

The authority to enter into and sign contracts and instruments for and on behalf of the District is delegated as provided in Ordinance No. 18 adopted by the District, as may be amended from time to time by the Board. -The express authority delegated thereunder shall not restrict or otherwise limit the general authority of the Board to bind the District by contract or instrument as provided under applicable law, including, without limitation California Water Code Section 71300.

## **PART 12 - PERSONNEL MATTERS**

### **12.1 EMPLOYEE HANDBOOK**

The District's employment policies and procedures, including, without limitation, a description of certain Employee benefits and plans maintained by the District, are described in the District's Employee Handbook. -Every Employee of the District shall be provided with electronic access to the most recent version of the Employee Handbook. -Subject to applicable law, and any limitations contained in this Code, or any ordinance or resolution adopted by the Board, the Employee Handbook may be modified or amended from time to time by the General Manager.

### **12.2 EQUAL OPPORTUNITY EMPLOYER**

The District is an equal opportunity employer. The District does not discriminate against qualified Employees or applicants because of race, color, religion, sex, sexual preference, sexual identity, pregnancy, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, military status, marital status, religion, exercise of reproductive rights, status as a cannabis user off-duty and away from the job, or any other characteristic protected by federal or state law or local ordinance.

### **12.3 HIRING AUTHORITY**

The General Manager has the authority to employ, terminate, assign duties to, and direct the day-to-day activities of District Employees, except that the Board retains the authority to employ, terminate, and assign duties to the General Manager and District Counsel.

- (a) The General Manager has the authority to establish Employee job classifications and descriptions, subject to periodic review of overall personnel utilization by the Board.
- (b) To ensure fair and impartial Employee selection, supervision, promotion, and evaluation, the District reserves the right to reasonably regulate the employment of relatives in the same department or in the same chain of command. -The General Manager reserves the right to approve in advance the hiring, promotion, or transfer of any person who is a relative of a current Employee and would work in the same department or within the chain of command of that Employee. -If the General Manager determines that the marital or familial relationship between Employees creates difficulties for supervision, security, safety, or morale, the person shall not be hired, promoted, or transferred.

- (c) For purposes of this Section 12.3, a “relative” includes any of the following:
- (1) spouse;
  - (2) domestic partner;
  - (3) brother, step-brother, brother-in-law;
  - (4) sister, step-sister, sister-in-law;
  - (5) parents, step-parents, parents-in-law;
  - (6) children, step-children, son-in-law, daughter-in-law;
  - (7) any other member of the Employee’s household.

## 12.4 EMPLOYEE CLASSIFICATION, COMPENSATION, AND NON-ELECTIVE BENEFITS

### 12.4.1 EMPLOYEE CLASSIFICATIONS AND DEFINITIONS

The District classifies Employees as follows:

**“Temporary.”**: Temporary Employees are Employees hired on a temporary basis and paid on an hourly basis. -Temporary Employees are not eligible for Employee benefits beyond the statutory benefits required by law. -Examples of Temporary Employees include student interns, seasonal and summer Employees, and persons needed to fill-in for a temporary (i.e., less than six months) staffing need.

**“Hourly.”**: Hourly Employees are Employees who are not Temporary Employees and are scheduled to work less than 40 hours per week. -Hourly Employees are not eligible for Employee benefits beyond the statutory benefits required by law, except that they receive pay for Holidays as set forth herein.

**“Regular.”**: Regular Employees are Employees scheduled to work an average of 40 hours per week on a continuing, indefinite basis. -Regular Employees are entitled to the benefits as set forth herein, subject to eligibility under the applicable plan and applicable law.

**“Operators.”** Employees assigned 1) on a permanent ~~or temporary basis~~ to work in the Operations Division, and 2) to work regular shifts exceeding eight hours.-

**“Exempt and Non-Exempt”**: All employees are non-exempt under the federal Fair Labor Standards Act (“FLSA”), ~~except for managerial employees including Project Managers in the Engineering department.~~ Pursuant to the FLSA, Managerial employees, including the General Manager, Deputy General Manager, ~~Associate General Managers~~ Executive Strategist, Managers, and Assistant Managers. ~~Pursuant to the FLSA, Managerial employees~~ shall be paid on a salary basis and not accrue overtime.

**“Workweek”**: A workweek is a fixed and regularly recurring period of ~~one hundred and sixty-eight (168)~~ hours consisting of seven ~~(7)~~ consecutive ~~twenty-four (24)~~ hour periods.

(a) 5/40 Alternative Work Schedule - A 5/40 work schedule shall consist of five 8-hour days equaling ~~forty (40)~~ hours per workweek, with the workweek defined as beginning at 12:00 a.m. on ~~Monday~~ Saturday and ending at midnight the following ~~Sunday~~ Friday.

(b) 9/80 Alternate Work Schedule - The 9/80 work schedule, for purposes of computing overtime, is defined as beginning exactly ~~four (4)~~ hours into the ~~eight (8)~~ hour shift on the day of the week that corresponds with the employee’s alternating regular flex day off.

Example: Friday On/Off:

Wk	F	Sa	S	M	T	W	Th	F	Total
- 1	0	0	0	9	9	9	9	4	= 40
- 2	4	0	0	9	9	9	9	0	= 40

(c) 4/10 Standard Work Schedule - A 4/10 work schedule shall consist of four 10-hour days equaling ~~forty (40)~~ hours per workweek and is defined as beginning at 12:00 a.m. on ~~Monday~~ Saturday and ending at midnight the following ~~Sunday~~ Friday.

~~(d)~~ The Operators workweek begins at 12:00 a.m. on Monday and ends at midnight the following Sunday.

~~(d)~~(e) The General Manager, or designated representative(s), shall be empowered to arrange work schedules in alternate time distributions provided that such alternate distributions are in the best interests of the District. All employees of the District are subject to call for emergencies that are inherent in the District's responsibilities.

**“Regularly Scheduled Workdays”** are Monday through Friday except as follows:

- (a) A supervisor may assign an Employee to work on Saturday and/or Sunday as regularly scheduled workdays if the Employee is allowed to take off an equivalent number of days from Monday to Friday. ~~This action requires the Employee to work forty~~40 hours within the defined ~~seven~~7-day workweek.
- (b) For Operators assigned to a 12-hour day or night shift, “Regularly Scheduled Workdays” are those days on which the Employee is assigned to work, as listed on the published monthly schedule.
- (c) For all employees except Operators, start and stop times may be changed by a supervisor with 12 hours’ notice in order to meet District needs. Regular pay will apply to the ~~hours~~ worked and any overtime will be calculated as described in 12.4.2.1 Overtime.

**“Workday”**: A workday, for purposes of overtime calculation, begins at the start of the Employee's regularly scheduled shift and ends ~~24-~~ hours later.

#### **12.4.2 EMPLOYEE COMPENSATION**

- (a) Salary ranges for positions will be adopted by the Board (“Salary Schedule”). ~~Any changes to the Salary Schedule must be approved in advance by the Board.~~
- (b) In December or January of each year, the General Manager shall recommend to the Board a percentage cost-of-living adjustment (COLA) based on the Federal Consumer Price Index Report for the 12-month period ending in November for the urban area in closest proximity to the District. ~~Any COLA approved by the Board shall become effective January 1 and apply to salaries, tuition reimbursement amounts, special duty incentive pay, and daily standby pay. The COLA does not apply to the salary of the General Manager.~~
- (c) Each Employee’s salary is subject to adjustment in accordance with their assigned salary increment in the range assigned to their position. At no time may an Employee’s salary exceed the ranges established for their position in the Salary Schedule unless working out of class.

### 12.4.2.1 OVERTIME

The District will voluntarily pay daily overtime to certain non-exempt Employees as follows:

- (a) For Temporary, Hourly, and Regular Employees, overtime shall be paid to all nonexempt Employees at a rate equivalent to ~~one and one-half (1-1/2)~~ times the hourly rate for work in excess of their regularly scheduled work shift, but less than ~~twelve (12)~~ hours, in any one day. Overtime shall be paid to all non-exempt Employees at a rate equivalent to two ~~(2)~~ times the hourly rate for work in excess of ~~twelve (12)~~ hours in any day. Overtime of time and one-half will be paid for all hours worked up to eight on any day which is not one of the Regularly Scheduled Workdays. In addition, double-time will be paid for all hours worked in excess of eight hours on any day ~~which~~that is not one of the Regularly Scheduled Workdays.
- (b) Double-time is paid for all hours worked over 12 in a Regularly Scheduled Workday.
- (c) For Temporary, Hourly, and Regular Employees, in instances when approved work hours are continuous into the next workday, the calculation for overtime or double-time will continue to the advantage of the Employee.
- (d) For Operations, overtime will be paid only when the number of hours paid at the regular rate exceeds 40 in a workweek. Double-time will be paid when the Operator works in excess of 12 hours in one shift.
- (e) No Employee will be paid both daily and weekly (or pay period) overtime for the same overtime hours worked.
- (f) Overtime compensation shall not be included in calculating the Employee's regular rate of pay.

### 12.4.2.2 COMPENSATORY TIME OFF

Compensatory time off ("Comp Time") for non-exempt Employees is allowed in lieu of a cash payment for overtime work as long as it is provided or paid at a rate no less than one and one-half hours for each overtime hour worked.

- (a) Employees may not accrue combined Comp Time and annual leave in excess of the amounts set forth in the section of this Code entitled "Annual Leave."
- (b) An Employee who has reached the maximum accrual amount will be paid overtime compensation for any additional overtime work at the applicable overtime rate when it is incurred.
- (c) Upon termination of employment, Employees shall be entitled to cash payment for unused Comp Time credit accumulated prior to the separation date.
- (d) Exempt Employees do not accrue Comp Time for overtime worked. - To calculate sick or Annual Leave time used by an Exempt Employee, the sick time and/or Annual Leave time used will be the difference between total hours in a pay period and total hours worked in that pay period.

#### **12.4.2.3 HOLIDAY PAY**

The District shall pay holiday pay for District Holidays (as defined in this Code) as follows:

- (a) Regular Employees who do not work on the District Holiday will receive regular pay for their regularly scheduled work hours. Regular Employees who work on the District Holiday will be paid at the applicable overtime rate for any hours worked up to eight and double-time for hours more than eight hours worked on the District Holiday.
- (b) Hourly Employees who do not work on the District Holiday will receive four hours of regular pay. -Hourly Employees who work on the District Holiday will be paid at the applicable overtime rate.
- (c) Operators who do not work on the District Holiday will receive eight hours of regular pay. Operators who work on the District Holiday will be paid at the applicable overtime rate.
- (d) Temporary Employees who do not work on the District Holiday will not receive any pay for that District Holiday. -Temporary Employees who work on a District Holiday shall be paid their regular rate of pay.



- (e) When a holiday falls on a weekend and the day off is scheduled for a Friday or Monday, an Employee will receive pay for one but not both days as described above.

#### **12.4.2.4 STANDBY STATUS**

The Manager of Operations and Maintenance may assign any Employee standby status outside of his or her regular duty schedule. Standby status does not restrict the Employee other than to require Employee to respond by telephone to a telephone/beeper notice within 20 minutes and to arrive at the site of the emergency within one hour of the original time notified. Employees will receive a per diem payment for each day they are assigned on-call duty.

#### **12.4.2.5 CALL-BACK PAY**

Employees may occasionally be requested to dispatch to a District facility before or after their regularly scheduled hours. The responding Employee will receive a minimum of ~~2~~two hours of overtime pay each time the Employee is dispatched. The Employee's call-back paid time begins when he or she leaves home to perform the work or logs into the District servers if doing the work remotely and the paid time stops when he/she returns home or logs out of the District's servers, excluding any time for personal errands. For call-backs that flow continuously into a regularly scheduled shift, the call-back is measured from the time the Employee leaves home until the time his or her regular shift begins. All time worked as part of a call-back period will be paid at the overtime rate unless, with supervisor approval, the Employee uses the call-out hours to complete his or her Regularly Scheduled Workday.

#### **12.4.2.6 SHIFT DIFFERENTIAL PAY**

Shift differential pay will be calculated on the Employee's Hourly Rate and only in increments of 15 minutes. Shift differential pay will apply only to pay (not benefits) for actual hours worked and will not apply to the use of earned compensatory time, leave, or holidays not worked.

- (a) For Operators, in addition to his or her regular compensation, an Employee will be entitled to receive a shift differential payment of ten percent of the Employee's regular rate of pay if (1) they work between the hours of 7 p.m. and 7 a.m. (2) the

hours worked were requested by a supervisor or manager and not by the Employee or for the Employee's convenience.

- (b) For all other staff, in addition to his or her regular compensation, an Employee will be entitled to receive a shift differential payment of ten percent of the Employee's regular rate of pay if (1) they work between the hours of 7 p.m. and 6:30 a.m. (2) the hours worked were requested by a supervisor or manager and not by the Employee or for the Employee's convenience.

#### **12.4.2.7 DISCRETIONARY BONUS**

- (a) The General Manager has the sole discretion to approve or disapprove a discretionary, performance-based bonus of up to 3% of an Employee's total compensation during the year preceding his or her annual performance review. Total compensation is calculated as all District paid regular pay, overtime pay, and shift differential pay for the employee's position. An Employee is only eligible for a bonus after he or she has attained the highest proficiency level at his or her position on the Salary Schedule.
- (b) At the Employee's request, and subject to accrual limits described herein, the bonus may be converted to Annual Leave. The conversion shall be calculated at the Employee's current salary rate, that is, the amount an Employee is paid for one hour of work shall be converted to one hour of Annual Leave.

#### **12.4.2.8 SPECIAL DUTY INCENTIVE PAY**

Employees assigned to serve on the Hazardous Materials Team are eligible to receive special duty incentive pay at the time of their annual performance review. If the Employee served in this capacity for less than 12 months prior to their review, the incentive pay will be prorated for the time the employee was assigned. Selection for these assignments must be voluntary, a vacancy must exist, and the Employee must be approved by the General Manager.

## 12.4.2.9 TEMPORARY PROMOTION

For the purposes of this Section, a temporary promotion is the full-time performance of most of the significant duties of a position in one classification by an individual in a lower classification. ~~The temporary promotion will be reflected in the employee's~~Employee's annual performance evaluation. ~~The types of Temporary Promotion shall be defined below.~~

### ~~(a)~~ Short-Term Temporary Promotions

~~An employee who is temporarily promoted on a daily basis to a higher-level, non-management position shall receive a premium equal to a 12% salary increase. Such premium shall only be provided for those days in which the employee is actually performing a majority of the significant duties of the higher-level classification, including overtime hours worked. However, such premium shall not be reportable to PERS as compensation earned for retirement purposes. Management shall specify the expected duration of the Short-Term Temporary Promotion, but such duration shall be less than three (3) weeks. The intent is that an employee is not asked to perform a majority of the significant duties of the higher-level classification on days for which he/she is not receiving the premium.~~

### ~~(b)~~ Long-Term Temporary Promotions

~~An employee who is temporarily promoted for a period of at least three (3) weeks shall receive additional pay equal to the first salary step of the higher classification, or a three-step (8.25%)~~An Employee who is temporarily promoted for a period of at least 3 weeks shall receive additional pay equal to a three-step salary increase or an 8.25% salary increase, whichever is higher, not to exceed the salary range maximum of the higher classification. With the exception of medical leave, a position shall not be filled by a temporary promotion for more than ~~twelve (12)~~ months, except by mutual agreement of the parties.

## 12.4.3 RETIREMENT BENEFITS

(a) The Board has approved retirement benefits by contract with ~~the California Public Employees' Retirement System (CalPERS).~~

(1) For Employees who were hired prior to January 1, 2013 or employees hired after January 1, 2013 who ~~would~~ qualify under the CalPERS definition of a "Classic" employee, the contract

provides a benefit of 2% of salary at age 55 with the final average compensation period of 36 months.

(2) For Employees who were hired after January 1, 2013 and do not qualify under the CalPERS definition of a “Classic” employee, the contract provides a benefit of 2% of salary at age 62 with the final average compensation period of 36 months.

(b) Where the law allows, the District provides that the normal member contributions are paid by the District to ~~PERS~~CalPERS on behalf of the Employee.— These contributions are reported as additional compensation under the provisions of the Government Code Section 20691.

(c) If an employee gives his or her Supervisor or Manager written notice of their intent to retire more than six months from the planned retirement date, he or she shall be entitled to a bonus of \$1,000 payable in their final paycheck. To qualify for the incentive, the employee must separate from the District on the date specified in the written notice of retirement.

(d) Retirement benefits are subject to laws governing the CalPERS system.

## 12.5 ELECTIVE BENEFITS

Elective benefits apply only to Regular Employees. —Where “Employee” or “Employees” are referenced in this section, it shall mean “Regular Employee” or “Regular Employees.”

Notwithstanding anything to the contrary provided herein, the Board, in its discretion, may change, modify, or discontinue altogether one or all of the elective benefits described herein or otherwise provided by the District.

### 12.5.1 MEDICAL PLANS

#### 12.5.1.1 ~~GENERALLY~~GENERAL

The District will maintain membership in at least one group health plan (hereinafter “group plan”), as selected and approved from time-to-time by the Board. —Each eligible Employee may participate in a group plan upon completion of the minimum amount of service established by the group plan.

#### 12.5.1.2 DEFINITIONS

For the purposes of Section 12.5.1:

“**CalPERS**” means California Public Employees Retirement System.

“**Eligible Member**” or “**Member**” means a Regular Employee, retired Employee, and their dependents. -It may also include present and past Board Members within the limits of prevailing law.

“**Dependent**” means the spouse or registered domestic partner and all ~~unmarried~~ dependent children eligible for coverage under the group plan.

“**Hourly Rate**” means the Employee’s annual salary divided by 2,080 ~~hours~~.

“**Retiree**” means an Eligible Member at least fifty years of age who has met the eligibility requirements of the District’s retirement system, has applied for CalPERS retirement payments to begin at the time that they left employment at the District, and is receiving or is eligible to receive a retirement stipend.

“**Level of Enrollment**” ~~shall mean~~means the appropriate level of health insurance coverage: ~~single-party, two-party,~~ or family.

“**Style of Coverage**” ~~shall refer~~refers to the type of coverage either Health Maintenance Organization (HMO) or Preferred Provider Organization (PPO).

### 12.5.1.3 MEDICAL BENEFITS FOR ACTIVE EMPLOYEES

It is the intent of the District to ensure that medical benefits are available to all Eligible Members. -To that end, the following guidelines are provided:

- (a) For Employees, the District will pay the full cost of medical insurance ~~up to the annual cost of the maximum HMO or PERS Platinum premium of the premiums of~~ health plans available to the District through CalPERS.- The coverage will include the Employee and all dependents allowed by the CalPERS Health Benefit program. —Employees may change the Level of Enrollment and Style of Coverage as allowed by the enrollment rules published by CalPERS. ~~If a change in Level of Enrollment or Style of Coverage increases the cost of the health plan above the cost of the maximum of HMO or PERS Platinum, for an equal Level of Enrollment, the Employee must reimburse the District~~

~~for the amount that the selected plan exceeds the maximum allowed HMO or PERS Platinum cost. The reimbursement will be made through a deduction from the Employee's paycheck based on a semi-monthly amount.~~

~~(b) The following exception to the cost limitation above applies only to Employees hired by the District before July 1, 1995. If these Employees were enrolled in health benefit plans on June 30, 1995, that exceed the maximum HMO or PERS Platinum premium, the cost of continued enrollment for the same Level of Enrollment and Style of Coverage will continue to be paid by the District.~~

#### **12.5.1.4 MEDICAL BENEFITS FOR RETIRED EMPLOYEES**

The District provides the following medical benefits for Retirees:

- (a) Continuing medical insurance coverage after retirement for Employees and their dependents is subject to the laws governing the CalPERS medical program. Employees must meet the requirements established by CalPERS to be eligible to receive this coverage under the District's health insurance plan.
- (b) Regardless of date of hire, if a Retiree or his or her dependent chooses to participate in the District's CalPERS medical insurance coverage and such Retiree or dependent is qualified to do so, the District pays the Minimum Employer Contribution as defined in Section 22892 of the Public Employee Medical and Hospital Care Act directly to CalPERS. It is the responsibility of the Retiree or dependent to pay CalPERS directly for the remainder of the cost of the medical insurance.
- (c) Coverage for Retirees is subject to the following added condition: when a Retiree attains Medicare eligible age, they must enroll in and retain both Parts A and B of Medicare in order to continue coverage in a Medicare Supplement group plan offered by a District-authorized carrier.
- (d) If a Retiree or his or her dependents choose to participate in the District's CalPERS health insurance coverage and are qualified to do so, the District will reimburse them for the cost of health insurance as follows.
  - (1) For Retirees hired as Employees by the District before July 1, 1995 who have worked at the District for five

contiguous years, the District will reimburse them for the total cost of health insurance premiums for the Retiree and any qualified dependents ~~up to the maximum premium~~. Upon the death of the Employee, the District will continue to reimburse the Employee's dependents for their health care premiums as long as they are allowed to remain insured under CalPERS rules and regulations.

(2) For Retirees hired as Employees by the District on or after July 1, 1995 and before January 1, 2013 who have worked at the District for 12 contiguous years, the District will reimburse them for the total cost of the health insurance premium for the Retiree only (no dependents) ~~up to the maximum HMO or PERS Platinum~~. Upon the death of the Employee, the District will continue to pay the current CalPERS health insurance plan Minimum Employer Contribution for the Employee's dependents as long as they are allowed to remain insured under CalPERS rules and regulations.

(3) For Retirees hired as Employees by the District on or after January 1, 2013, the District will provide no direct reimbursement for the cost of health insurance. ~~The District will only be responsible for the CalPERS health insurance plan Minimum Employer Contribution. Upon the death of the Employee, the District will continue to pay the current CalPERS health insurance plan Minimum Employer Contribution for the Employee's dependents as long as they are allowed to remain insured under CalPERS rules and regulations.~~

(e) Employees hired on or after January 1, 2013 shall participate in a Health Savings Account Plan (HSA) designed to provide reimbursement of Qualified Medical Expenses upon retirement. "Qualified Medical Expenses" are those expenses authorized under the provisions of Section 213(d) of the Internal Revenue Service Tax Code.

(1) The District's monthly contribution to an Employee's HSA plan will be revised annually on January 1<sup>st</sup> and will be based on the following calculation:

*50% of the then-current maximum monthly premium for a single party HMO available from CalPERS*

*Minus*

*the then-current CalPERS health insurance plan  
Minimum Employer Contribution.*

- (2) Employees shall be fully vested for all District contributions made on their behalf after one year of employment at the District. ~~If an Employee works for the District for less than one year, the funds in his or her HSA Plan shall revert to the District.~~

### **12.5.2 DENTAL AND VISION PLANS**

The District will maintain membership in a group dental and vision plan, as selected and approved by the Board, subject to the following:

- (a) For Employees, the District will pay the full cost of dental and vision insurance. ~~The coverage will include the Employee and all dependents allowed by the insurance plan.~~
- (b) Each Eligible Member may participate in these plans upon completion of the minimum amount of service established by the group plan.
- (c) The District does not pay for either dental or vision benefits for any Retiree. ~~Retirees are eligible under the provisions established through Consolidated Omnibus Budget Reconciliation Act (COBRA) to continue their coverage.~~

### **12.5.3 DEFERRED COMPENSATION PLAN**

Employees of the District may defer portions of their compensation pursuant to the provisions of Section 457 of the Internal Revenue Code. ~~Deferred compensation plans shall be approved by the Board by resolution or contract.~~

### **12.5.4 FLEXIBLE SPENDING ACCOUNTS**

Employees may annually contribute to flexible spending accounts (IRS 125 Plan) maintained by the District. ~~An Employee may contribute the maximum allowed by law in any plan year to a "Dependent Daycare Account" and/or an "Unreimbursed Medical Expense Account." Flexible spending accounts are subject to the provisions of prevailing tax law regarding limitations, administration and disbursements.~~

### **12.5.5 EMPLOYEE ASSISTANCE PROGRAM (EAP)**



To help maintain the well-being of its Employees, the District has established an Employee Assistance Program (EAP) that provides assessment and referral when problems of a personal nature affect the Employee's life and work. Participation in the Program shall be confidential and shall not be grounds for discipline.

### **12.5.6 LIFE INSURANCE PROGRAM**

The District provides each Employee with limited Life Insurance and Accidental Death and Dismemberment Coverage in the amount of \$100,000. This coverage is provided at no cost to the Employee. - This coverage amount may be reduced after Employees reach a certain age due to limitations in the insurance policy. - Additionally, Employees have the option to, at their own expense, purchase additional insurance for themselves and their dependents.

### **12.5.7 HOLIDAY TIME**

- (a) Employees are entitled to leave of absence without loss of pay on the following designated holidays ("District Holidays"): January 1<sup>st</sup>; Martin Luther King, Jr.'s Birthday; President's Day; Memorial Day; July 4<sup>th</sup>; Labor Day; Veteran's Day; Thanksgiving Day; the day following Thanksgiving Day; and December 25<sup>th</sup>.
- (b) If a District Holiday falls on Sunday, the following Monday is a holiday. If a holiday falls on Saturday, the preceding Friday is a holiday.
- (c) If a holiday falls on an employee's flex day off, the employee will receive 8 hours of ~~comp-time~~ Comp Time to be used in accordance with the rules set forth in Section 12.4.2.2 of the Administrative Code.

### **12.5.8 FLOATING TIME OFF**

- (a) Employees shall be credited with 16 hours of floating time off each calendar year. -The time will be credited in January each year.
- (b) Floating time off must be used during the calendar year in which it is credited. -Unused floating time off will not be carried forward to the next calendar year.
- (c) New Employees are credited with eight hours of floating time off if hired on or after July 1<sup>st</sup> and credited with 16 hours of floating time off if hired before July 1<sup>st</sup>.
- (d) Any accrued but unused floating time off is paid to the Employee upon

termination of employment.

### **12.5.9 ANNUAL LEAVE**

- (a) Employees begin to accrue annual leave from the date of hire. Thereafter, for continuous service, annual leave credit shall be earned at the following rates:
  - (1) Employment start through 48 months, 8 hours per month;
  - (2) 49 through 108 months, 10 hours per month;
  - (3) 109 through 168 months, 12 hours per month;
  - (4) 169 through 240 months, 14 hours per month;
  - (5) Over 240 months, 14.66 hours per month.
- (b) To attract experienced candidates for key positions, the General Manager may, for the purposes of calculating annual leave only, credit a new Employee with additional years of employment at the District commensurate with that Employee's relevant work experience.-
- (c) Unused leave credit shall be accumulated and carried forward from month-to-month. ~~An Employee may accrue up to 480 hours of annual leave and Comp Time combined.~~ Once an Employee's accrual balance reaches that limit, the Employee will no longer accrue additional leave.
- (d) Twice each year the District will offer Employees an option to convert annual leave and earned Comp Time into a cash payment. ~~In the case of financial hardship, the conversion may be done at other times with the approval of the General Manager.~~
  - (1) For each hour of time converted, the Employee will receive cash in the amount of his or her current Hourly Rate of pay, less applicable taxes.
  - (2) In order to qualify for this conversion, the Employee must:
    - (i) Have taken at least 80 hours of annual leave time and/or Comp Time off during the preceding 12 months, and
    - (ii) Have at least 80 hours of combined annual leave and Comp Time remaining in his or her accrual after the conversion has been completed.

The General Manager can waive these requirements if the employee submits a request to the General Manager in writing outlining why they were not able to meet the requirements.

- (e) Upon termination of employment, Employees shall be entitled to cash payment for unused annual leave credit accumulated prior to the separation date.
- (f) The District reserves the right to deny annual leave time if it would result in a payment beyond the normal salary payment for any pay period.

### **12.5.10 PAID SICK LEAVE**

- (a) Sick leave for pay credit shall be accumulated at the rate of four hours of leave for each pay period of employment.
- (b) Sick leave credit shall be accumulated and carried forward from month to month.
- (c) If an Employee retires from the District, unused accumulated sick leave may be converted to additional PERS/CalPERS service credit based on the guidelines established under the District's PERS/CalPERS contract. Unused sick leave is not otherwise compensable.
- (d) There is no limitation on the number of accumulated sick leave hours.
- (e) The purpose of sick leave is to allow an Employee to fill in the hours needed to receive a full salary payment for any pay period. ~~The District reserves the right to deny the payment of sick time if the payment would increase the amount of pay received beyond the normal salary payment for any pay period.~~ "Denial of use" means that the Employees' sick leave account would not be reduced, and the time requested would not be paid.
- (f) Upon termination of employment, Employees are not entitled to cash payment for unused sick leave.
- (g) To aid an Employee when they or a family member has a serious or catastrophic illness or injury, sick leave may be transferred from one or more Employees to the affected Employee, subject to the following conditions:

- (1) The illness must qualify the receiving Employee for time off in accordance with the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA).
- (2) Sick leave shall be transferred on an hour for hour basis, and the transferring Employee must have at least 240 hours of sick leave remaining after the transfer has been completed.
- (3) The transfer may not be made from any Employee to an Employee who signs his or her annual performance reviews.
- (4) The donation request must be made in writing by the transferring Employee.
- (5) The donation is subject to the approval of the General Manager and may be denied at his or her sole discretion.

#### **12.5.11 DISTRICT HOUSING**

The District may lease District-owned residences at Lake Bard to certain Employees subject to certain duties as specified in the lease.

#### **12.5.12 PROFESSIONAL DUES**

The District will pay for the renewal of professional dues for Employees when such dues are related to their fulfillment of duties for the District pursuant to authorization by the General Manager.

#### **12.5.13 TUITION REIMBURSEMENT**

To encourage training and professional career advancement, the District may reimburse the costs of tuition, registration, books, and laboratory and parking fees subject to the following terms and conditions.

- (a) Coursework must be related to the Employee's present position with the District or will be expected to provide the District with future benefit. ~~Notwithstanding the foregoing, courses not related to the Employee's present position with the District, or which ~~do~~ are not expected to provide the District with future benefit, but are required to complete an approved degree, may qualify for reimbursement ~~provided such. Such~~ courses are must be approved in advance by the General Manager.~~

- (b) The maximum rate of reimbursement for tuition costs will be limited to maximum reimbursable amounts per quarter unit or semester unit. The rate of reimbursement is adjusted annually in accordance with the procedure described herein in Code Section 12.4.2(b).
- (c) Coursework is limited to 12 units per quarter or semester, as applicable.
- (d) In order to be eligible for reimbursement, the Employee must successfully complete all coursework for which reimbursement is to be paid with a grade of "C" or better or a passing grade if students are graded only on a "pass or fail" basis.

## **PART 13 - SPONSORSHIP POLICY**

The District intends to participate in, and/or provide funding or in-kind contributions to, eligible organizations and events whose program goals are consistent with that mission. This Policy provides guidance for the District's expenditure of public funds on sponsorship requests and requires consideration of the District's mission, the nature of the proposal, and the District's marketing needs when evaluating any request. The financial management and transparency of any organization receiving a sponsorship are also factors which are evaluated under this Policy to ensure that Calleguas's contributions are being used appropriately.

### **13.1 SPONSORSHIP**

Sponsorship is defined as an agreement or arrangement between the District and a not-for-profit organization, government agency, or an organization hosting a charitable program (where the format involves informing the public about the District), where the organization receives either money or a benefit-in-kind for an event or program. In exchange for such a sponsorship, the District receives publicity or other benefits that further the District's mission. This policy does not apply to memberships, event registrations, or co-funding agreements for water use efficiency projects.

### **13.2 CRITERIA FOR ELIGIBILITY**

The District may approve, at its absolute discretion, a sponsorship request that illustrates the nexus between the requested sponsorship and one or more of the following Criteria for Eligibility:

- (a) Raising public awareness on issues related to the District's mission.
- (b) Building key stakeholder and community relationships to further the District's mission.
- (c) Promoting collaboration with regional partners to further the District's mission.

Examples of sponsorships which may be funded include, but are not limited to, the following:

- (a) Water conferences
- (b) Chamber of commerce events which feature the District or address topics within the mission of the District
- (c) Water-related educational programs

### **13.3 PROCEDURE**

All requests for District sponsorships will be made in writing and submitted to the General Manager's office. Requests may come from staff, Directors, or outside organizations and must contain the following information:

- (a) Name of the person requesting the sponsorship.
- (b) Name of the organization to receive the sponsorship.
- (c) Mission or purpose of the organization.
- (d) Name, e-mail, and phone number of a contact representative for the organization.
- (e) A description of the project, program, or event, and how it fulfills Criteria for Eligibility established by this Policy.
- (f) Contribution amount being requested from the District.

All sponsorship requests must be submitted with adequate time for review and processing.

### **13.4 CERTIFICATION OF ORGANIZATION**

If the total of all sponsorships for a single organization will be \$5,000 or more in any fiscal year, the organization must be certified by the District's Sponsorship Committee. Contributions less than \$5,000 may be approved by the General Manager.

In order to be certified the organization will need to provide:

- (a) Proof of good standing/qualification in California and as a nonprofit recognized by the Internal Revenue Service.
- (b) Financial statements for the three years preceding the request.
- (c) Form 990 tax returns for the three years preceding the request.
- (d) A pro-forma budget for the current year.
- (e) A list of responsible directors and their contact information.
- (f) Such consultant, employment, and contractor agreements for goods and services as may be requested by the District's Sponsorship Committee to support its certification review of items (1) - (5) above. Redaction of personally identifiable information is permitted.

If approved, certification will be required once every three years. The certification process will be performed on an as needed basis to respond to requests, by scheduling a meeting of the Sponsorship Committee. Similarly, the Sponsorship Committee can choose to reconsider certification and decertify an organization at any time in response to a request by a Committee or Board Member.

## **13.5 APPROVAL PROCESS**

The District Sponsorship Committee, consisting of two Board members with support from the General Manager and the Manager of Finance, will review sponsorship requests.

Sponsorship requests will be reviewed and approved as follows:

- (a) Sponsorships of \$5,000 or more will be reviewed and approved annually by the Sponsorship Committee and included in the annual budget.
- (b) If required, the Sponsorship Committee will request and review submitted information to determine the certification status of the organization under this Policy.
- (c) Certification, recertification, and decertification can be performed at any time over the course of the fiscal year, as necessitated by requests by organizations requesting sponsorship, Committee Members, and Board Members.
- (d) Contributions less than \$5,000 may be approved by the General Manager.

No matter how worthy the cause, the District is prohibited by the California Constitution from making outright “donations” (i.e., an outright gift, made without any expectation of tangible or other value being returned) of public funds or property to be used strictly for charitable or similar purposes.



## PART 14 – LEGISLATIVE ADVOCACY

These Legislative Advocacy Procedures (Procedures) are intended to guide District officials and staff in monitoring legislative proposals that are likely to impact the District, and to allow for a timely response to these issues. Adherence to the Procedures will ensure that legislative advocacy will be administered consistently and in conjunction with the identified Legislative Priorities (“Priorities”) adopted annually by the Board of Directors. Together, the Procedures and the Priorities will provide the District’s General Manager or designee the direction and discretion to effectively advocate for the District’s best interests in a manner consistent with the District’s strategic plan.

### 14.1 PRINCIPLES

- (a) The Board of Directors recognizes that active engagement in legislative matters will aid and accelerate the implementation of the District’s strategic and long-term goals. Although the expenditure of public funds for the purpose of supporting or opposing a ballot measure or candidate is prohibited by California Government Code Section 54964, the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions that will affect the public agency expending the funds under {California Government Code Section 53060.5}.
- (b) It is the policy of the District to proactively monitor and advocate for legislation and/or proposed regulations identified by the Priorities and at the specific direction of the Board of Directors. This process may involve interaction with local, state, and federal government representatives and entities. The District also encourages participation in regional, state, and national organizational efforts and associations for the purpose of knowledge enhancement, coalition-building, and general elaboration of the District’s Priorities.
- (c) Given the nature of the legislative process, it is critical that District staff be able to take positions on bills in a timely manner. As such, the General Manager or designee is hereby authorized to take positions on issues that fall within Board adopted Priorities.
- (d) If a legislative or regulatory matter arises that staff believes merits the District’s engagement, but the issue does not fall under an existing Priority, the matter shall be brought before the Board’s Public Engagement, Communication, and Legislative Affairs Committee for consideration and guidance. Periodically, it may be beneficial for the full Board to adopt a position on an issue that may or may not fall under the approved Priorities.

Staff will use discretion in selecting these issues for Board consideration.

- (e) Generally, the District will not address matters irrelevant to the District's services, such as social issues or international relations issues.

## **14.2 PROCEDURES**

Staff will track and respond to legislative issues in a timely and consistent manner, utilizing the following process:

- (a) Staff shall review legislation of potential interest to the District and recommend a position to the General Manager or designee based on one or more of the following criteria:
1. The position recommendation is consistent with the adopted Priorities.
  2. The position recommendation is approved by the Board of Directors.
  3. The position recommendation is approved by the Public Engagement, Communication, and Legislative Affairs Committee.
- (b) After a position approval is received, staff shall recommend an advocacy course of action to the General Manager or designee. Such courses of action may include, but not be limited to, letters, phone calls, testimony at public meetings, and emails. The General Manager or designee shall approve administration by staff of the appropriate form of advocacy based upon circumstances specific to the situation.
- (c) If a chosen course of action involves legislative position letters, the letters shall state the District's position, as follows:
1. A "support" position means legislation in this area advances the District's goals and priorities.
  2. An "oppose" position means legislation in this area could potentially harm the District, negatively impact or undo District initiatives, or does not advance the District's goals and priorities.
  3. Positions of "support if amended" or "oppose if amended" may also be communicated, along with specific suggestions for changes in the legislation.
  4. Legislation shall be prioritized according to the following categories:
    - i. Priority 1: Bills given a "1" priority are of significant concern because they have a major importance, directly impact the District and / or its member agencies, and /or set a critical precedent. These bills receive comprehensive advocacy, which will include one or more of the courses of action described in Section 2.

- ii. Priority 2: Bills given a “2” priority are of concern because they may have an impact on the District and / or its member agencies, and / or may set a negative precedent. These bills generally will merit advocacy through District letters and / or coalition efforts.
- iii. Priority 3: Bills given a “3” priority are of some concern, but are determined to be a lower priority for District resources. These bills will generally be monitored by staff without incurring direct advocacy.

(d) The General Manager shall retain the authority to sign position letters on behalf of the District without seeking Board approval.

(e) The General Manager or designee may also provide a letter of concern or interest regarding a legislative issue without taking a formal position.

(f) Periodically, staff shall submit a report summarizing advocacy activity to the Board of Directors. This report shall include the following:

1. A list of the bills evaluated.
2. A summary of the potential impact of the bill on the District and / or member agencies.
3. A summary of the bills on which Calleguas has engaged in written advocacy since the previous report, plus copies of letters submitted.

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

RAUL AVILA, SECRETARY  
DIVISION 1

THIBAUT ROBERT, DIRECTOR  
DIVISION 4



5D CONSENT CALENDAR

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

KRISTINE McCAFFREY  
GENERAL MANAGER

## BOARD MEMORANDUM

**Date:** July 17, 2024  
**To:** Board of Directors  
**From:** Kristine McCaffrey, General Manager  
**Subject:** Item 5.D – Adopt an Amended Conflict of Interest Code

---

**Objective:** To adopt an amended Conflict of Interest Code (COIC) to incorporate recent organizational and title changes.

**Recommended Action:** Adopt an amended COIC.

**Budget Impact:** None

**Discussion:** Under the Political Reform Act, all public agencies are required to adopt a COIC designating positions required to file Statements of Economic Interests (Form 700) and assigning disclosure categories that specify the types of interests to be reported. Pursuant to Government Code § 87306.5, every local government agency is required to review COIC biennially. The District's COIC needs to be updated to reflect new positions and changes in position titles that were implemented earlier this year.

**Attachment:**  
COIC with changes shown in redline/strikeout



**CONFLICT OF INTEREST CODE  
CALLEGUAS MUNICIPAL WATER DISTRICT**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Calleguas Municipal Water District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Calleguas Municipal Water District. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Exhibit A.

**IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.**

Adopted this ~~seventh-seventeenth~~ day of ~~June~~

~~2023~~ July 2024

\_\_\_\_\_  
Scott Quady, President  
Board of Directors

I HEREBY CERTIFY that this Conflict of Interest Code was adopted at a meeting of the Board of Directors of Calleguas Municipal Water District held on ~~June-July 07-17, 2023~~2024

ATTEST:

\_\_\_\_\_  
Raul Avila, Secretary  
Board of Directors

**EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS**

<b># of POSITIONS</b>	<b>POSITION TITLE</b>	<b>DISCLOSURE CATEGORIES (From Exhibit B)</b>	<b>FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency’s Clerk [AC])</b>
5	Board Member	1	COB
1	District Counsel	1	COB
1	General Manager	1	COB
1	Deputy General Manager	1	COB
<u>1</u>	<u>Executive Strategist</u>	<u>1</u>	<u>COB</u>
<del>2</del>	<del>Associate General Manager</del>	<del>1</del>	<del>COB</del>
1	Human Resources and Risk Management Manager	1	COB
1	Manager of Water Resources <del>and</del> <del>Public Affairs</del>	1	COB
<u>1</u>	<u>Manager of External Affairs</u>	<u>1</u>	<u>COB</u>
1	Manager of Engineering	1	COB
1	Manager of Information Technology	1	COB
1	Manager of Finance	1	COB
1	Manager of Operations and Maintenance	1	COB
Consultants <sup>1</sup>		1, 2, or 4 per FPPC Form 805	AC

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<sup>1</sup> The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant’s duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.



## **EXHIBIT B – DISCLOSURE CATEGORIES**

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

### **Category 1 – BROADEST DISCLOSURE**

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

### **Category 2 – REAL PROPERTY**

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trusts in which the public official holds a business position or has an *investment* or other financial interest.

### **Category 4 – PROCUREMENT**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.



**ADDENDUM DESIGNATING OFFICIALS WHO  
MANAGE PUBLIC INVESTMENTS**

Pursuant to Government Code section 87200 et seq., certain city and county officials, as well as all “other officials who manage public investments,” are required to disclose their economic interests in accordance with the Political Reform Act. This Addendum provides the relevant definitions for determining which public officials qualify as “other officials who manage public investments,” designates the agency’s positions which qualify as such, and states the Filing Officer for each designated position.

**APPLICABLE DEFINITIONS**

As set forth in 2 California Code of Regulations section 18700.3, the following definitions apply for the purposes of Government Code section 87200:

(1) “Other public officials who manage public investments” means:

(A) Members of boards and commissions, including pension and retirement boards or commissions, or of committees thereof, who exercise responsibility for the management of public investments;

(B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category shall not include officers and employees who work under the supervision of the chief or principal investment officers or the chief financial managers; and

(C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B) above.

(2) “Public investments” means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

(3) “Public moneys” means all moneys belonging to, received by, or held by, the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity, and includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

(4) “Management of public investments” means the following nonministerial functions: directing the investment of public moneys; formulating or approving investment policies; approving or establishing guidelines for asset allocations; or approving investment transactions.

**DESIGNATED POSITIONS AND FILING OFFICERS**

Based on the foregoing, the following agency positions and/or consultants qualify as “other officials who manage public investments” and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

# of POSITIONS	POSITION TITLE/CONSULTANT	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency’s Clerk [AC])
1	Investment Manager (Consultant <sup>2</sup> )	AC

<sup>2</sup> The Investment Manager shall be identified in writing on a Fair Political Practices Commission Form 805 prepared and maintained in the manner described in Footnote 1.

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

RAUL AVILA, SECRETARY  
DIVISION 1

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

THIBAUT ROBERT, DIRECTOR  
DIVISION 4

KRISTINE MCCAFFREY  
GENERAL MANAGER



www.calleguas.com

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**BOARD MEMORANDUM**

**Date:** July 17, 2024  
**To:** Board of Directors  
**From:** Rob Peters, Manager of Operations and Maintenance  
**Subject:** Item 5.E – Adopt Resolution No. 2094, A Resolution of the Board of Directors of Calleguas Municipal Water District Awarding the Contract to Provide District Security Services and Approve a Not-to-Exceed Contract Amount of \$395,000

---

**Objective:** Deliver reliable service and ensure infrastructure reliability by protecting the District’s facilities through overnight security patrols.

**Recommended Action:** Adopt Resolution No. 2094, A Resolution of the Board of Directors of Calleguas Municipal Water District Awarding the Contract to Provide District Security Services to Alltech Industries, Inc. and Approve a Not-to-Exceed Contract Amount of \$395,000.

**Budget Impact:** \$395,000 for the three-year contract period. \$120,000 has been included in the approved Fiscal Year (FY) 2024-25 budget. Appropriate funding would be included in future FY budgets.

**Discussion:** Calleguas uses security patrol services to provide unarmed patrol at twelve locations within the system between 9:00 p.m. and 5:00 a.m. nightly. At the most recent bid opening, two bids were received with the lowest responsive bid being \$119,494.72 based on the estimated scope of work to be assigned during a one-year contract period. This is a one-year contract and Calleguas has the right to extend the contract on an annual basis for an additional two years. Staff has requested a budget of \$395,000 for the three-year period, which considers anticipated escalation of costs by the Consumer Price Index over the life of the contract.

**Attachment:**  
Resolution No. 2094

RESOLUTION NO. 2094

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF CALLEGUAS MUNICIPAL WATER DISTRICT  
AWARDING THE CONTRACT TO PROVIDE  
DISTRICT SECURITY SERVICES

WHEREAS, the Calleguas Municipal Water District opened bids on June 18, 2024 to provide routine security patrol and as-needed security guard services for a one-year contract period with an option to extend the contract up to an additional two years, and

WHEREAS, Alltech Industries, Inc. of Montebello, CA submitted the lowest responsive bid based on the estimated quantities of work over a one-year period for a total amount of \$119,494.72, and

WHEREAS, the District's General Manager recommends award of the bid to the company submitting the lowest responsible bid for the estimated work as named above with an estimated three-year contract price of \$395,000.00,

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Calleguas Municipal Water District as follows:

SECTION 1. That the contract to provide District-wide security patrol services on a routine basis, and individual site security guard services on an as-needed basis with no current contract value at this time, all in accordance with the Bid Proposal, be awarded to Alltech Industries, Inc., P.O. Box 4042, Montebello, CA contingent upon the Bidder furnishing the required insurance documents in accordance with the requirements of the Operations & Maintenance Services Agreement, and

SECTION 2. That the General Manager is authorized and directed to execute the Contract Documents for and on behalf of the District.

ADOPTED, SIGNED AND APPROVED this seventeenth day of July, 2024.

\_\_\_\_\_  
Scott H. Quady, President  
Board of Directors

I HEREBY CERTIFY that the foregoing Resolution was adopted at a meeting of the Board of Directors of Calleguas Municipal Water District held on July 17, 2024.

ATTEST:

\_\_\_\_\_  
Raul Avila, Secretary  
Board of Directors

(SEAL)

# General Manager's Monthly Status Report to the Board of Directors



*Participants of Director Jacque McMillan's Metropolitan Water District infrastructure tour visited the Joseph Jensen Water Treatment Plant as well as other facilities to learn about how water is transported and delivered to Southern California suppliers.*

## Report for June 2024 Activities

## **Water Resources Implementation Strategy (WRIST)**

1. The consultant team continues to work with the General Manager, Deputy General Manager, and Executive Strategist on refining an approach to incorporate risk into the portfolio evaluation process.

## **Water Policy and Strategy**

2. In June, the Metropolitan Water District of Southern California (Metropolitan) Board of Directors considered the following issues of particular relevance to the District. Agendas, background materials, live streaming meetings, and video archives for all of the Metropolitan Board and Committee meetings may be accessed through the Metropolitan website, <https://mwdh2o.legistar.com/Calendar.aspx>.

- General Manager Placed on Administrative Leave – On June 11, the Metropolitan Board of Directors met in closed session to review correspondence alleging serious Equal Employment Opportunity (EEO) and other violations posing significant exposure to litigation. At the close of the June 11 Board meeting, Board Chair Adán Ortega announced a special Board meeting on June 13. On June 12, *Politico* published an article that reported the special Board meeting agenda including the General Manager’s performance review, public employee discipline/dismissal/release, and correspondence alleging EEO violations. The article included the correspondence leaked from the Metropolitan Board’s closed session materials. Chair Ortega opened the June 13 special Board meeting with a strong condemnation of the breach of confidentiality. After five hours of closed session, the Board placed General Manager Adel Hagekhalil on paid administrative leave for up to 90 days, pending investigation of various allegations, and named Deven Upadhyay, Metropolitan’s Assistant General Manager and Chief Executive Officer, as Interim General Manager.

Public commenters at the June 13 meeting, predominantly from non-governmental environmental organizations, tried to portray the Board’s action as a plot to thwart the General Manager’s support for local water supply development as a substitute for the Delta Conveyance Project. The widespread reporting in various media outlets of this speculative theory prompted a press release on June 15 from Chair Ortega clarifying that the investigation into the General Manager was not exclusively based on the issues raised by one individual. Chair Ortega challenged the “false narrative” that the General Manager’s administrative leave had anything to do with changing or subverting Metropolitan’s policy deliberations to ensure a reliable water supply.

- New Las Virgenes Municipal Water District (LVMWD) Metropolitan Director – On June 11, Jay Lewitt was inducted as the Metropolitan Director representing LVMWD. Director Lewitt succeeds Director Glen Peterson, who represented LVMWD on the Metropolitan Board for 31 years. Director Lewitt is President of the LVMWD Board of Directors and was elected with his Board’s unanimous vote.
- Pure Water Southern California (Pure Water) Update – On June 25, the Subcommittee on Pure Water Southern California and Regional Conveyance received updates on Metropolitan’s Pure Water recycling project. The proposed project received a U.S. Bureau of Reclamation (USBR) grant of \$99.2 million with a three-to-one funding match requirement.

The Board learned that 25% of the grant will be provided to the Los Angeles County Sanitation District (LACSD) to help fund its part of the joint project. Details of the grant agreement, the scope of the work, and cost sharing with LACSD remain to be worked out. These additional details are scheduled to be brought back for Board consideration in September. The Metropolitan Directors had questions about the source of the three-to-one matching funds and how the commitment to carry through the project, which has yet to be approved by the Board as a capital project, will fit within the grant agreement. There were also questions as to how the proposed project fits within the Climate Adaptation Master Plan for Water (CAMP4W) project selection process. The Board also discussed proposed phasing of the project, a treated water augmentation (direct potable reuse) option, and partner agreements with LACSD, Colorado River partners, and Metropolitan member agencies receiving the water. Metropolitan staff confirmed that the member agencies receiving the Pure Water product will not be expected to pay the full cost of the water, but instead will be subsidized by a melded rate that reflects the regional benefit of the new supply. More details and discussion of the partnership agreements are expected to occur in August or September.

- CAMP4W Update – The CAMP4W Task Force (Task Force) met on May 30 and June 25 with Director McMillan and General Manager McCaffrey participating. The Task Force continues to refine the approach to clarify which projects will be subject to the CAMP4W decision-making framework. The Task Force also clarified the scope of the business model discussion and confirmed a recommendation to have the member agency managers develop the business model option for the larger Task Force’s review.
3. Treated Water Cost Recovery – On June 24, the General Manager and Executive Strategist participated in the second meeting regarding the Treated Water Surcharge. The workshop provided background on Metropolitan’s cost functionalization of treatment costs with a robust discussion on how peaking and capacity costs are reflected in the treated water rates and the various ways member agencies use Metropolitan’s system, resulting in a wide variety of peaking patterns.

## **External Affairs**

### **Federal Advocacy**

4. Congresswoman Julia Brownley has included the District’s Lake Bard Pump Station (Project No. 587) in her priority list of federal funding requests through the Community Project Funding (CPF) program. Each House of Representatives member is allotted 15 projects to advance in the CPF appropriations process, which includes relevant congressional committees and subcommittees. On June 28, the House Appropriations Subcommittee on Interior, Environment, and Related Agencies considered the members’ appropriations requests and passed a bill to the full committee that included \$1,105,800 in funding for Lake Bard Pump Station. The bill now goes to the full House Appropriations Committee for consideration.

### **Partnerships**

5. On June 20, the Manager of External Affairs chaired the fourth meeting of the Calleguas Regional Legislative Group, featuring representatives from the following purveyors and

organizations: City of Oxnard, California-American Water Co., Ventura County Public Works, Office of the Ventura County Chief Executive Officer, Golden State Water Co., and Camrosa Water District. The Manager of External Affairs and Management Analyst presented on various topics, including several state and federal bills of interest, the proposed climate resilience bond, and the status of the state budget. In addition, the Principal Water Resource Specialist provided an update on latest iteration of the Conservation as a California Way of Life regulation. Staff from State Senator Monique Limón and Assemblymember Steve Bennett joined the group for lunch and provided legislative updates.

6. On June 25, the General Manager, Deputy General Manager, Manager of Water Resources, and Manager of External Affairs met with the executive team at Eastern Municipal Water District (EMWD) at their headquarters in Perris. The purpose of the visit was relationship-building and cross-education, as well as to explore opportunities for collaboration. Although the two agencies have characteristics and challenges unique to themselves, commonalities also emerged during the visit and tour. The District looks forward to continuing to build on this initial interaction and hopes to host EMWD staff in the future.



7. On June 28, Director McMillan hosted a one-day Metropolitan infrastructure inspection trip. Attendees included Director Robert, the General Manager, Metropolitan and Calleguas staff, plus representatives from purveyors and elected officials' offices. Stops along the bus tour included the Sepulveda Feeder Pressure Control Station (where a pump station will be constructed to enable more water to be moved to Calleguas and the other agencies in Metropolitan's western State Water Project Dependent Area), the Eagle Rock Control Center, and the Joseph Jensen Water Treatment Plant.

#### Presentations

8. On June 18, the Manager of External Affairs attended the Association of Water Agencies of Ventura County (AWA) Water Issues Committee and presented to the group about relevant legislation and the proposed climate resilience bond.
9. On June 19, the District hosted the Ventura County Taxpayers' Association for a morning briefing and tour. The General Manager presented on Calleguas's history, highlighting the centrality of imported water to the development of southeastern Ventura County over the last



60 years; the conditions leading up to the 2022 Emergency Water Conservation Program and the Board's New Model for Resilience; Calleguas's push for equitable treatment in the wake of the 2022 drought and the service area's collective advocacy during the 2024 Metropolitan rate-setting process; and Calleguas's future pursuit of increased reliability and resilience, currently expressed as the WRIST. Julio Reyes, Operations Supervisor, gave attendees a tour of the Lake Bard Water Filtration Plant (LBWFP). The presentation and tour were well-received.



10. On June 24, the Deputy General Manager presented at the California Special Districts Association (CSDA) General Manager Leadership Summit in Anaheim. The Deputy General Manager's presentation, titled "Strategic Plan Implementation as a Process of Change," described the conditions leading the Calleguas Board to adopt a New Model for Resilience and update its Strategic Plan, as well as the work of staff in the time since to translate the new plan into action.



11. On June 25, the Management Analyst presented to the Conejo Chamber of Commerce monthly Legislative Roundtable meeting about a variety of topics, including the Ventura County Taxpayers' Association event on June 19, several bills of interest to Calleguas, and the inclusion of Lake Bard Pump Station on Congresswoman Julia Brownley's CPF priority list.

### State Advocacy

12. On June 12, the District took a formal "Oppose Unless Amended" position on AB 2182 (Haney), a bill that would allow changes to prevailing wage during public works contracts. Staff drafted and submitted letters to the State Senate Judiciary Committee and the State Senate Labor, Public Employment, and Retirement Committee to express how this legislation, if passed, would negatively impact the District.
13. On June 14, the Manager of External Affairs participated in the CSDA Legislative Committee meeting remotely as a member of the committee. The Management Analyst also attended. CSDA staff presented bills for the committee's consideration and also provided updates on key state and federal issues.
14. On June 20, the Manager of External Affairs and Management Analyst participated in the monthly Metropolitan Legislative Coordinators meeting. Topics included state and federal bills of interest to Metropolitan and member agencies.

15. On June 21, the Manager of External Affairs and Management Analyst participated in the Association of California Water Agencies (ACWA) State Legislative Committee meeting remotely as guests. ACWA staff presented bills for the committee's consideration and also provided updates on key state and federal issues.
16. On July 1, the District joined a coalition letter regarding the final draft of the Conservation as a California Way of Life regulation.
17. Over the course of the final weeks of the legislative session before the summer recess, the District joined an ACWA coalition letter and a Metropolitan coalition letter, as well as sent individual letters to local state legislators requesting significant funding for water-related projects in the proposed climate resilience bond. On July 3, the Legislature passed SB 867 (Allen), the bill containing the bond language, which allocates \$2.91 billion of the \$10 billion proposal for water infrastructure. This measure is slated to appear on the November 2024 ballot.

## **Water Resources**

### **Public Outreach and Engagement**

18. Staff continues to work with L.A. Design Studio to redesign the District website to create a modern, user-friendly, and accessible website that effectively communicates information about water services, promotes public engagement, and complies with industry regulations and standards.
19. Calleguas remains engaged with JPW Communications in promoting "The Landscape is Change" campaign. Staff is working on ways to highlight local landscapes that have transformed from turf grass to climate-appropriate planting, showcasing local projects to inspire the community. Staff continues to investigate integrating a non-functional turf outreach component into the campaign, which involves the creation of an informational flyer.
20. On June 12-13, the Senior Communications Specialist, Manager of External Affairs, and Management Analyst attended a Joint Information Centers (JIC) Concepts training session provided through the Governor's Office of Emergency Services. This training emphasized the design and function of JICs and provided hands-on experience on forming an effective public information team to respond to crises. Subsequent to that training, staff met with the District's Emergency Response Coordinator to discuss the District's emergency response plan and public information roles during an emergency event.

### **Water Use Efficiency and Conservation**

21. On June 8, the UC Master Gardeners of Ventura County held their monthly Calleguas-sponsored drip irrigation workshop. This hands-on class teaches participants how to convert their existing sprinkler systems to drip irrigation. There were seven attendees. Workshops will continue the second Saturday of every month until October.

22. On June 11-13, the Principal Water Resource Specialist attended and gave a presentation at the American Water Works Association ACE24 conference. This event brings together thousands of water professionals from across the globe and highlights many exhibitors and educational sessions throughout the three-day program. The presentation was entitled “Emerging Local Water Leaders: Making Strides Towards an Equitable, Sustainable Water Future for Their Communities,” which highlighted the Turnkey Turf Transformation Project.



23. On June 19, staff joined Inland Empire Utilities Agency (IEUA) representatives in co-hosting a project update meeting for property owners participating in the Turnkey Turf Transformation Project within the Calleguas service area. IEUA is managing the administration of the grant received through the California Department of Water Resources (DWR) Urban Community Drought Relief Grant Program. The meeting provided background on the grant, an anticipated timeline and workflow, and time for participants to ask questions.
24. On June 20, the Manager of Water Resources and Principal Water Resource Specialist attended Metropolitan’s monthly Water Use Efficiency group meeting. Meeting topics included updates about Metropolitan Board meeting actions, the Conservation as a California Way of Life framework, and External Affairs activities. The meeting ended with a member agency roundtable discussion.
25. In June, there were 94 applications with approved reservations under the Turf Replacement Program (TRP) for a total reserved amount of \$1,215,599 in Metropolitan funding and \$53,205 in Calleguas supplemental funding. Another 11 applications are in the pre-approval stage, awaiting a confirmed reservation. These applications total \$69,798 in requested Metropolitan funding, although funds are not committed until an application is approved. A small percentage of applications typically drop out at this stage. Only funding remaining available within the supplemental budget will be committed. Since July 1, 2023, there have been 369 TRP rebates paid, totaling \$2,378,430 in Metropolitan funding and \$556,652 in Calleguas supplemental funding. For Fiscal Year (FY) 2023-2024, under the Device Rebate Program, there are currently 87 applications in good standing (i.e., rebate applications that have not been denied or expired due to inactivity) totaling \$84,120 in reserved Metropolitan funding. An additional 884 rebates have been paid, totaling \$132,261 in Metropolitan funding.

### Upcoming Events

26. Hands-on Drip Irrigation Workshop – Saturday, July 13, 9 a.m. – 11 a.m.

The UC Master Gardeners of Ventura County will conduct their monthly Calleguas-sponsored drip irrigation workshop at Calleguas headquarters. This hands-on class teaches participants how to convert their existing sprinkler systems to drip irrigation. Registration is required: <https://ucanr.edu/sites/VCMG/?calitem=586411&g=79246>.

## **Water Resource Development**

27. On June 27, the Deputy General Manager attended the fourth meeting of the OceanWell Water Farm #1 Work Group at LVMWD. The work group discussed an updated letter of intent and the scope of work from HDR, the engineering firm proposing to perform a feasibility study for onshore facilities necessary to deliver OceanWell product water. The District provided a range of demands it may consider, should the plant be built and the product water prove affordable. OceanWell is considering both direct and indirect delivery of its product water. Direct recipients would receive “wet water” from Water Farm #1; indirect recipients would receive deliveries in-lieu through exchange agreements through Metropolitan. While demands of both types of participants will help OceanWell size its initial facility offshore, demands for direct delivery will dictate the size of pipe, pumps, and storage onshore. OceanWell is not proposing to cover the cost of the onshore feasibility study and the public agency participants discussed sharing the cost of the feasibility study. The District made no commitment of funds.

## **Groundwater Resources**

### **Fox Canyon Groundwater Management Agency (FCGMA)**

28. On June 10, the FCGMA Fiscal Committee met to discuss the Las Posas Valley Watermaster budget. The committee developed the following recommendations for the Watermaster Board: waive collection of the second portion of the initial basin assessment; adopt a strict policy of noticing and collecting delinquent assessments; and split the legal fees associated with the appeal evenly between FCGMA pumpers and Las Posas Valley (LPV) landowners.

The latter is a contentious issue. LPV landowners insist that since the FCGMA filed the appeal to oppose certain rules in the judgment that could impair their ability to manage the basin as described in the FCGMA’s Groundwater Sustainability Plan, the FCGMA should bear the cost of the legal fees—just as it has with legal fees in the LPV litigation to date. In addition, LPV pumpers would be paying twice, once on their portion of the appeal costs (realized on basin assessments) and again on their portion of FCGMA (realized as semi-annual extraction fees). The FCGMA and other parties are focusing on where the benefits of the costs are realized; given that any action coming out of the appeal affects only the Las Posas Basin, they contend that LPV landowners should bear most of the cost.

29. At its June 26 Board meeting, the Watermaster Board canceled the second basin assessment via Resolution 2024-04 and adopted the Fiscal Committee’s recommendations regarding collection and enforcement efforts of the LPV basin assessment. The Board did not take up the issue of which party should bear the costs associated with the FCGMA’s appeal but indicated it would consider the issue when the FY 2024-25 budget is brought back to the Board for consideration, anticipated in July.

### **LPV Watermaster Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC)**

30. On June 6, the Deputy General Manager, in his capacity as Chair of the LPV PAC, attended the PAC meeting. The PAC meets the first and third Thursday at 3:00 p.m. in the Calleguas Board room.

31. All contracts for the TAC have been successfully executed. The TAC Administrator, Chad Taylor of Todd Groundwater, is working to schedule the first TAC meeting.

#### Groundwater Storage

32. Groundwater storage totals through the end of May include 0 acre-feet (AF) of well production and 67.98 AF of well injection.

Groundwater storage totals through May are as follows:

East Las Posas Wellfield Injection	68 acre-feet
East Las Posas Wellfield Allocation	0 acre-feet
East Las Posas In Lieu	6,348 acre-feet
West Las Posas In Lieu	25,192 acre-feet
Conejo Creek Project	23,453 acre-feet
United Storage	10,482 acre-feet
Oxnard In Lieu	18,060 acre-feet

#### Engineering

##### Construction

33. *Calleguas-Las Virgenes Municipal Water District (LVMWD) Interconnection (450)* – The contractor, Kiewit Infrastructure West Co. (Kiewit), completed pressure testing, flushing, and disinfecting the new pipeline within Lindero Canyon Road. After disinfection, Kiewit completed the final tie-in connection between the new pipeline and Calleguas’s system. This work required a partial closure of the intersection over four weekends with around-the-clock work from Friday evening through Monday morning. Kiewit also continued work at the Pump Station (PS)/Pressure Reducing Station (PRS) site, installing conduits, electrical conductors, and appurtenances within the PS/PRS. Kiewit installed the new connection box for the portable Standby Generators and continued installing ducting and cooling system piping. At the new Triunfo Water and Sanitation District (TWSD) meter station, located at the southeast corner of Kanan and Lindero Canyon Roads, Kiewit continued installing appurtenances inside the meter station and installed electrical wires and connections inside the new TWSD control panel. Staff continued to coordinate with the City of Thousand Oaks regarding encroachment permit requirements (*CIP Priority: High*)
34. *Lake Sherwood Pump Station Rehabilitation (591)* – Installation of the new permanent electrical system continues; the main gear has been installed and anchored. Coordination with Southern California Edison (SCE) continues for replacement of the transformer. (*CIP Priority: High*)

##### Design

35. *Conejo Pump Station Rehabilitation (480)* – Staff requested a proposal from HDR Engineering to conduct a Value Engineering Workshop with District staff and the design team from Kennedy Jenks Consultants (KJ). The decision to engage in Value Engineering at this stage in project development is due to the highly-successful effort on Crew Building Expansion and Networking Center Relocation (Project No. 603). Additionally, as preliminary design has been completed and

the project is moving into the design phase, this is an appropriate opportunity to determine whether the project might be best served by dividing it into multiple contracts. *(CIP Priority: High)*

36. *Salinity Management Pipeline (SMP), Phase 3 (536)/Phase 4 (561)* – The 45-day public review period for the Draft Subsequent Environmental Impact Report (SEIR) concluded on June 27; only two minor comment letters were received. *(CIP Priority: Low)*
37. *Calleguas-Ventura Interconnection (562)* – Staff continues to review the 50% design submittal. Coordination continues with the City of Oxnard for the pipeline locations along the City's easements. *(CIP Priority: High)*
38. *Simi Valley Tank (569)* – Efforts continue to obtain access to the selected site, which is needed for California Environmental Quality Act compliance and design efforts. (No change.) *(CIP Priority: High)*
39. *Oxnard-Santa Rosa Feeder and Santa Rosa Hydro Improvements (582)* – Staff continues review of the revised 90% instrumentation plans and specifications. (No change.) *(CIP Priority: Medium)*
40. *Crestview Well No. 8 (585)* – Crestview Mutual Water Co. is evaluating options for how best to proceed with the project. (No change.) *(CIP Priority: Not Evaluated)*
41. *Lake Bard Pump Station, Lake Bard Water Filtration Plant (LBWFP) Flowmeter, and Lake Bard Outlet Tower Improvements (587)* – KJ continues to prepare 100% plans and specifications. (No change.) *(CIP Priority: High)*
42. *Fairview Well Rehabilitation (589)* – MKN & Associates submitted the final technical memorandum on the disinfection alternatives and continued preparing the preliminary design report. *(CIP Priority: High)*
43. *Lindero Pump Station Rehabilitation (592)* – Staff continues to work with Ventura County Air Pollution Control District on the permit for the authority to construct a new diesel backup generator. Coordination with SCE continues for the new service connection. *(CIP Priority: High)*
44. *Calleguas Conduit North Branch (CCNB) Broken Back Rehabilitation, Phase 4 (598)* – Staff continues to investigate potential technologies for locating the precise extents of pipeline encasements. (No change.) *(CIP Priority: High)*
45. *Crew Building Expansion and Networking Center Relocation (603)* – HDR submitted the final report detailing the options and design alternative developed during the Value Engineering Workshop. Staff has requested that KJ prepare a proposal for implementing the Value Engineering options identified, including separating the project into four bid packages. *(CIP Priority: High)*
46. *Somis Farmworker Housing SMP Discharge Station (607)* – The District is waiting for the developer, Amcal, to obtain temporary and permanent construction easements and submit the construction deposit. Amcal informed the District that, while they still intend to pursue the

project to completion, it is not a current priority, as they have made alternative arrangements with a neighboring avocado farm. Their intention is to construct the SMP discharge station as a backup and use it only in case of failure of the primary discharge system. (CIP Priority: Medium)

47. *Wellfield No. 2 Solar System (613)* – Engineering staff is considering options for accomplishing design of the system. (No change.) (CIP Priority: Low)
48. *CCSB Strengthening for Metrolink SCORE Improvements (614)* – District staff continued coordinating with Union Pacific on its application for utility installation (maintenance) required by Metrolink to perform the improvements. (CIP Priority: High)

#### Studies & Planning

49. *Analysis of Wood Ranch Dam and Dikes* – The Division of Safety of Dams provided comments on the geotechnical laboratory tests proposed by Leighton Consulting, Inc. on the previously collected samples.
50. *Pipeline Condition Assessment Program* – Engineering staff continues to coordinate with V&A Consulting Engineers and O&M staff to reattempt Xylem’s Smartball inspection of the Oxnard-Santa Rosa Feeder Unit 1 and 2 pipelines. (No change.)
51. *Study of Seismic Impacts to the Santa Susana Tunnel* – The consultant, Brierley Associates, is revising the draft tunnel inspection report, based on staff’s comments.

#### Grants and Funding Opportunities

52. *Proposition 1, Round 1 Integrated Regional Water Management (IRWM) Implementation Grant Funding* – DWR issued payment for the first quarter of 2024. DWR continues to evaluate the request for amendment to the grant agreement to reallocate the funding from the City of Camarillo’s Recycled Water Reservoir, which is not proceeding, to the remaining three projects in the agreement (Calleguas–LVMWD Interconnection [Project No. 450], United Water Conservation District Iron and Manganese Removal Project Phase 1, and City of Ventura Eastside to Westside Waterline Interconnection Project Phase 2). DWR issued several additional information requests, to which the General Manager and Principal Water Resources Specialist promptly responded.
53. *Proposition 1, Round 2 IRWM Implementation Grant Funding and Urban Community Drought Relief Grant* – DWR issued payment for the first quarter of 2024.
54. *U.S. Bureau of Reclamation (USBR) Title XVI (Water Reclamation and Reuse) Feasibility Report* – The Feasibility Study was submitted to USBR, which confirmed receipt and completeness. USBR is now conducting their detailed review.

#### Miscellaneous

55. *Training* – One of the Construction Inspectors presented to Engineering staff on various types of shoring systems used for pipeline and belowground construction.

56. *Advanced Clean Fleet Regulations and Compliance* – Staff continues to coordinate with Metropolitan to participate in the Environmental Protection Agency Climate Pollution Reduction Grant Application to fund the purchase of Zero Emission Vehicles and associated charging infrastructure. (No change.)

## **Operations and Maintenance**

### **System Operations**

57. Camrosa's Round Mountain Water Treatment Plant, the City of Camarillo's North Pleasant Valley Desalter, and Port Hueneme Water Agency's (PHWA's) water treatment plant are currently online and discharging brine into the SMP.
58. Control Systems staff worked with AT&T representatives to address communication outages on several copper hardwired circuits. Sites affected include Pressure Regulating Station Nos. 3, 4, and 9, Westlake Reservoir, and Fairview Pump Station. The Control Systems Supervisor and the Manager of Information Technology have begun installing new equipment at these sites to resolve the issue. Staff also continued to procure the items needed to add an Uninterruptible Power Supply (UPS) unit to the cooling system at Springville Hydroelectric Generator.
59. Control Systems staff performed preventative maintenance and routine inspection on:
- LBWFP
  - Lake Bard
  - Headquarters
  - Santa Rosa Hydroelectric Generator
  - Springville Hydroelectric Generator
  - Conejo Pump Station
  - Fairview Pump Station
  - Grandsen Pump Station
  - TOD Pump Station
  - Lindero Pump Station
  - Pressure Regulating Station Nos. 7 and 9
  - Calleguas Conduit North Branch (CCNB) Relief Station
  - Thousand Oaks Reservoir
  - Conejo Reservoir
  - Westlake Reservoir
  - California American Turnouts
  - City of Simi Valley Turnouts
  - Camrosa Turnouts
  - VCWWD Turnouts
  - Grimes Canyon Disinfection Facility (GCDF)
  - Well Nos. 12, 13, and 17
60. Distribution crews supported Regulatory Compliance staff to perform quarterly Title 22 iron and manganese testing at the Las Posas Aquifer Storage and Recovery Wellfield. This included preparing the pipeline, injection, and operating the pumps to collect samples. In addition, staff worked with the District's backup generator contractor, Quinn, to perform annual maintenance



on the standby generators. While supporting the wellfield work, crews also performed annual preventative maintenance and valve repairs on Well Nos. 12, 14, and 15.

61. System Maintenance staff continues to cross train Distribution System staff through performance of annual preventative maintenance at turnouts.
62. Distribution System staff performed preventative maintenance and routine inspection on:
  - LBWFP
  - Conejo Hydroelectric Generator
  - East Portal Hydroelectric Generator
  - Santa Rosa Hydroelectric Generator
  - Springville Hydroelectric Generator
  - Fairview Pump Station
  - Lindero Pump Station
  - TOD Pump Station
  - CCNB Relief Station
  - Pressure Regulating Station Nos. 6, 7, and 9
  - Conejo Standby Generators
  - Camrosa Turnouts
  - City of Simi Valley Turnouts
  - VCWWD Turnouts
  - Well Nos. 1, 5, 12-15, and 18
  - GCDF
63. System Maintenance crews completed the annual fire notice requirements at the District's facilities. Working with the District's vegetation removal contractor, Sustainable Mitigation, staff performed mowing, weed abatement, and brush clearing.
64. System Maintenance staff assisted with the Administration Building flooring upgrade. This included removal of existing carpet, office furniture, and storage items prior to installation of the new tile floor. Jerrad Uribe, Senior Maintenance Crew Leader, led the effort.
65. Crews also addressed the removal and replacement of 20 steel access hatches with lightweight aluminum grates to prevent lifting injuries. This issue was identified through the Risk Management Committee, which includes representatives from the Operations & Maintenance, Engineering, and Human Resources and Risk Management Departments.
66. System Maintenance staff performed preventative maintenance and routine inspection on:
  - Headquarters
  - LBWFP
  - Lake Bard
  - Santa Rosa Hydroelectric Generator
  - Springville Hydroelectric Generator
  - West Portal Overflow



- Las Posas Feeder No. 1
- Oxnard Santa Rosa Feeder No. 1
- Conejo Pump Station
- Fairview Pump Station
- Grandsen Pump Station
- Pressure Regulating Station No. 4
- Grimes Canyon Reservoir
- Lake Sherwood Reservoir
- SMP Control Tank
- Springville Reservoir
- Thousand Oaks Reservoir
- Westlake Reservoir
- Golden State Water Turnouts
- City of Simi Valley Turnouts
- VCWWD Service Turnouts
- Wells 1 - 18
- Wellfield

67. Water quality met all State Water Resources Control Board Division of Drinking Water standards for the month of June.

68. The Conejo, East Portal, Grandsen, and Santa Rosa Hydroelectric Generators are currently available for operation and are online as flow conditions permit. Springville Hydroelectric Generator is currently unavailable while staff works to add an UPS to the cooling system.

#### Miscellaneous

69. Operations and Maintenance staff provided design review and other support to the Engineering Department on various projects, including:

- LVMWD-Calleguas Interconnection (Project No. 450)
- Lindero No. 2 (TOD) Pump Station Rehabilitation (Project No. 590)
- Lake Sherwood Pump Station Rehabilitation (Project No. 591)
- Crew Building Improvements and Networking Center Relocation (Project No. 603)

70. The District measured no rainfall from June 1 to June 27 at the Lake Bard site. Measurable rainfall for the current water year, beginning October 1, is 18.89 inches.

#### **Human Resources and Risk Management (HRRM)**

##### Human Resources

71. On June 19, the Board recognized the General Manager for her 20 years of service. Board President Scott Quady presented the General Manager with recognition for her dedication to the District.



72. The Board-sponsored Employee Appreciation Picnic has been scheduled for October 5, which coincides with the beginning of Water Worker Appreciation Week. A park location has been secured and quotes for catering are currently being prepared. A survey was sent out to employees for suggestions and voluntary signups.
73. On June 3, the District welcomed a new System Maintenance Worker, Jorge Andrés Andrade, to the O&M Department. District staff completed onboarding activities including introductions, benefit overview and enrollment, computer/workstation setup, IT network training, and a facility tour.
74. On June 13, HR staff hosted an All-Employee Meeting that included a training presentation by the Emergency Response Coordinator on the District's Workplace Violence Prevention Plan (WVPP). The training covered all requirements outlined in California SB 553, which required most employers in the state to implement a WVPP and provide training to staff. The District's WVPP has been finalized and made available on the District's intranet.
75. On June 25-26, the Assistant Manager of HRRM attended the Society of Human Resources Management Conference virtually. This conference provides valuable training and resources in leadership and personnel management.
76. On June 26, District employees participated in a cornhole tournament during the lunch hour. This was a fun and engaging event that brought staff from all departments together.



### Risk Management

77. Ventura County Fire Department (VCFD) has continued work at the Helispot site at Wellfield No. 2. The mobile dip tank unit owned by VCFD is onsite and electrical issues are being addressed.
78. On June 10-12, SCE subcontractors successfully performed grid hardening work at the District's headquarters. Activities included the replacement of equipment on SCE powerlines onsite and at neighboring properties. Staff coordinated with SCE and their subcontractors to provide access to the worksite and minimize power disruptions to District facilities during the work.
79. On June 12, the Emergency Response Coordinator, Manager of Operations & Maintenance, and System Maintenance Supervisor attended a live field demonstration at the Ventura County Public Works Agency's Saticoy Operations Yard. The demonstration featured WaterFleet, a company that offers mobile water utility services, such as onsite water treatment, wastewater treatment, and sewage processing for continual use at remote locations or for interim use at disaster response sites. The field demonstration included a tour of WaterFleet's mobile water rig, which is a self-contained potable water treatment unit that could be deployed as needed to provide small-scale water service.
80. On June 20, the Emergency Response Coordinator attended the bi-monthly Operational Area Emergency Managers meeting hosted by emergency management staff at California State

University, Channel Islands and the Ventura County Sheriff's Office of Emergency Services (VCOES). The meeting included presentations from Ventura County Animal Services and the Humane Society of Ventura County regarding animal incident investigations and evacuation/sheltering procedures for animals during disasters. City emergency managers, VCOES, and other local emergency management stakeholders also provided updates on their jurisdictional activities.

81. On June 26, the Emergency Response Coordinator attended the quarterly SCE Public Safety Power Shutoffs (PSPS) Advisory Board meeting. The meeting included presentations by SCE staff regarding grid hardening efforts, seasonal weather forecasts, a PSPS outlook, and an open discussion regarding concerns ahead of the upcoming fire season.
82. On May 28, Ventura County Environmental Health's Certified Unified Program Agency (CUPA) completed a regulatory inspection of the GCDF Risk Management Program with the Environmental Health and Safety (EHS) Specialist. These plans are required for facilities that maintain highly hazardous materials, such as chlorine gas and aqua ammonia. The Risk Management Plan is regulated by Ventura County CUPA and CalOSHA. The District received one violation related to documenting the completion dates for recommended improvements, which required corrective action. The EHS Specialist worked with O&M to verify all recommendations were addressed and submitted the District's response on June 26.
83. On May 29, the EHS Specialist coordinated and supervised annual hearing exams.
84. The EHS Specialist coordinated and participated in a new Confined Space Rescue "Train the Trainer" program. District staff that perform work inside permit-required confined spaces are required to receive this training. Six System Maintenance staff participated in this training and are competent to perform confined-space rescue and train additional staff as needed.
85. The EHS Specialist developed and provided comprehensive Confined Space and Rescue Training to System Maintenance and Distribution Staff. The training was 1.5 hours and included:
  - An overview of the District's confined space program
  - Assignment of duties
  - Rescue requirements
  - Ventilation
  - Demonstration and practice using the tripods and self-retracting lifelines
86. The EHS Specialist developed and provided Management of Change training for Engineering. Management of Change is a requirement under the District's Risk Management Plan and requires all changes and modifications to a "covered" process (chlorine or ammonia systems) to follow the Management of Change procedure.
87. On June 13, the EHS Specialist organized and chaired the quarterly Risk Management Committee meeting.
88. On June 18, the EHS Specialist coordinated, supervised and participated in Rigging and Hand Signal Training. System Maintenance and Distribution staff participated in the training. The training covered:

- Types of rigging equipment
- Inspection of rigging equipment
- Setting up rigging
- Signaling angles
- Hands-on setup and lift

89. The EHS Specialist provided safety training for two new System Maintenance employees.
90. On June 19, in response to a request from Casitas Municipal Water District (Casitas), the EHS Specialist hosted Greg Romey, Safety Supervisor at Casitas to provide safety and training education.

### **Finance**

91. Staff processed and paid 286 invoices, totaling approximately \$19.1 million, between May 28 and June 24. Staff also processed 10 invoices, totaling \$85,055, on behalf of the Total Maximum Daily Load parties.
92. Staff prepared purveyor invoices for water sales in May totaling \$11,944,513.16. Metropolitan invoiced the District for the same period a total of \$8,514,033.60.
93. The Metropolitan invoice for water purchased in April and paid in June is \$6,040,538.73.
94. The balance in the LAIF account as of May 31 was \$4,319,295.49. The monthly effective yield is at 4.332% for May.
95. The Los Angeles-Long Beach-Anaheim Consumer Price Index for May was up 0.1% over the past month and up 3.9% from a year ago.
96. Staff has sent the funding for the July 1, 2024 bond payments to the bond trustees and has issued the 30-day notice for optional redemption, as required for the 2008A Bonds.
97. Staff has begun creating schedules and collecting documentation as the first step in the FY 2024-2025 audit.
98. The Manager of Finance met with the District's financial advisor and bond counsel to discuss the potential for refunding the 2010B Bonds.

### **Information Technology**

#### **Cybersecurity**

99. Staff continue to follow up on new cybersecurity vulnerability announcements from various government agencies, as well as attend several monthly webinars regarding cybersecurity and policy development.

100. Staff held a quarterly technical business report meeting with the District's networking consultant, AllConnected. The report found that District infrastructure is functioning well and cybersecurity solutions are proving effective.

### Training

101. The Manager of IT continues to collaborate with Control Systems Division staff to facilitate training of staff and transition of workload to the new Controls System Specialist.
102. On May 30-31, the Manager of IT attended the final session in the yearlong ACWA Joint Powers Insurance Authority Leadership Essentials for the Water Industry program. Numerous District staff, including the General Manager, Deputy General Manager, Manager of Engineering, Manager of Operations and Maintenance, and Senior Project Manager, have also participated in this program, which provides outstanding leadership and management training over the course of four multi-day in-person sessions and monthly virtual sessions. Several additional managers have applied for the program next year.

### Hardware & Software

103. Staff worked with various software vendors to perform an upgrade of one of the District's finance servers due to deterioration of the operating system.
104. The Manager of IT received three proposals for an Information Technology Managed and As-Needed Service Provider and the proposals are under review by staff.
105. Staff continue to support Centricity in the Time and Materials Tracking (TATS) replacement process. Work has been focused on providing a secure method of connection from the District's infrastructure to cloud-based technology.
106. Staff continues the process of replacing computers (desktops and laptops) that have or are about to reach end-of-life.
107. IT staff continues to provide help desk functions. Over 49 tickets were closed with many of these including:
- a. Updating, installing, and troubleshooting software on various devices.
  - b. Workstation remote connectivity issues.
  - c. Mobile Device Management tasks of app installations and contact list updates.
  - d. Creating purchase orders for workstations that are reaching their end of life.
  - e. Folder access issues.
  - f. Printer setup and configurations.
  - g. Finance software support issues.
  - h. Reviewing board agenda packets and recordings before posting to the District's website and YouTube.

# INVESTMENT REPORT

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Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

**CHANDLER ASSET MANAGEMENT** | [chandlerasset.com](https://chandlerasset.com)

**Chandler Team:**

For questions about your account, please call (800) 317-4747,  
or contact [clientservice@chandlerasset.com](mailto:clientservice@chandlerasset.com)

# TABLE OF CONTENTS

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Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

## **SECTION 1 | ECONOMIC UPDATE**

## **SECTION 2 | ACCOUNT PROFILE**

## **SECTION 3 | CONSOLIDATED INFORMATION**

## **SECTION 4 | PORTFOLIO HOLDINGS**

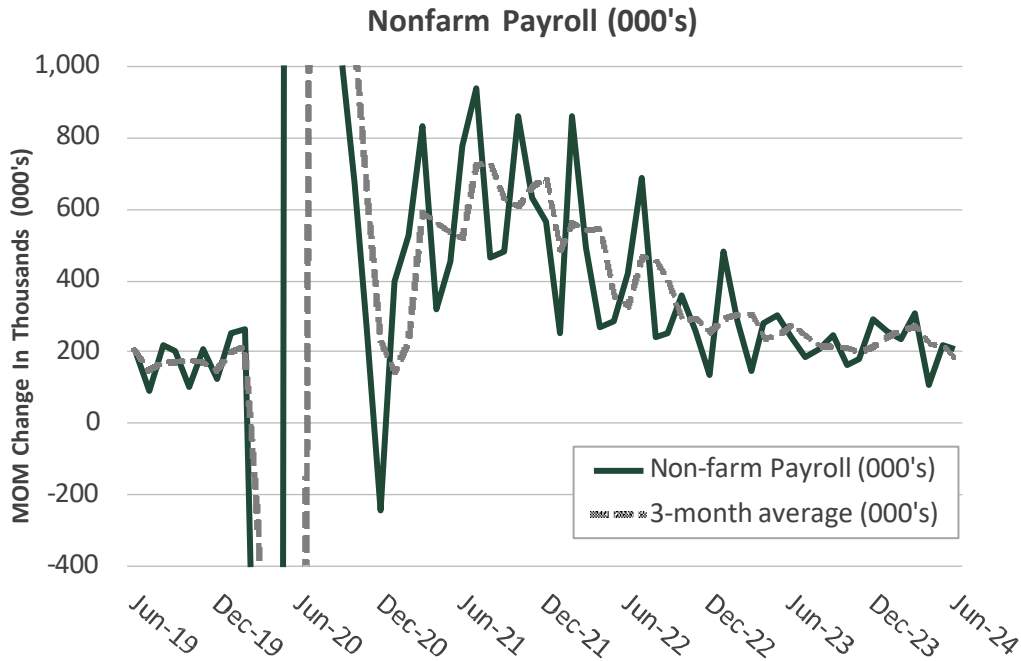
## **SECTION 5 | TRANSACTIONS**



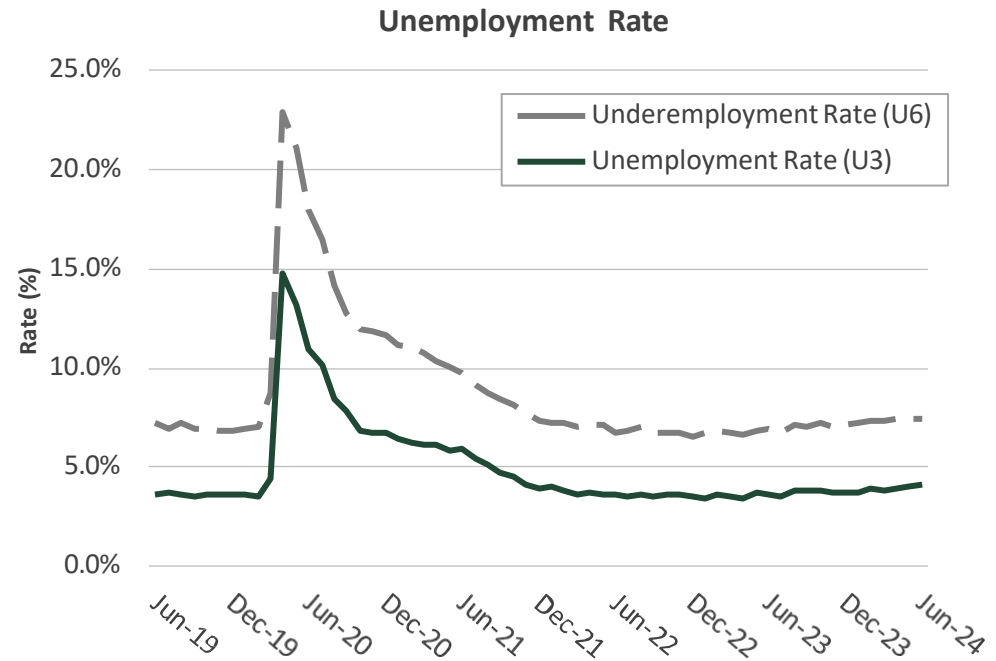
## SECTION 1 | ECONOMIC UPDATE

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- Recent economic data suggests positive but slower growth this year fueled by consumer spending. While the consumer has been resilient, growing credit card debt, higher delinquencies, and a moderating labor market pose potential headwinds to future economic growth. Inflationary trends are subsiding, but core levels remain above the Fed's target. Given the cumulative effects of restrictive monetary policy and tighter financial conditions, we believe the economy will gradually soften and the Fed will loosen monetary policy in 2024.
- As expected at the June meeting, the Federal Open Market Committee voted unanimously to leave the federal funds rate unchanged at a target range of 5.25-5.50%, emphasizing the need to see sustained evidence of easing inflation before considering any rate cuts. The FOMC's latest projections now suggest only one interest rate cut in 2024, with four more cuts expected in 2025 and a slightly higher long-term neutral rate. Additionally, the Fed continues to reduce its holdings of U.S. Treasury securities and agency mortgage-backed securities as per its predefined schedule of \$25 billion and \$35 billion per month.
- The US Treasury yield curve shifted lower in June as economic data moderated. The 2-year Treasury yield fell 12 basis points to 4.76%, the 5-year Treasury dropped 13 basis points to 4.38%, and the 10-year Treasury yield declined 10 basis points to 4.40%. The inversion between the 2-year Treasury yield and 10-year Treasury yield remained relatively stable at -36 basis points at June month-end versus -37 basis points at May month-end. The spread between the 2-year Treasury and 10-year Treasury yield one year ago was -106 basis points. The inversion between 3-month and 10-year Treasuries widened to -96 basis points in June from -91 basis points in May.



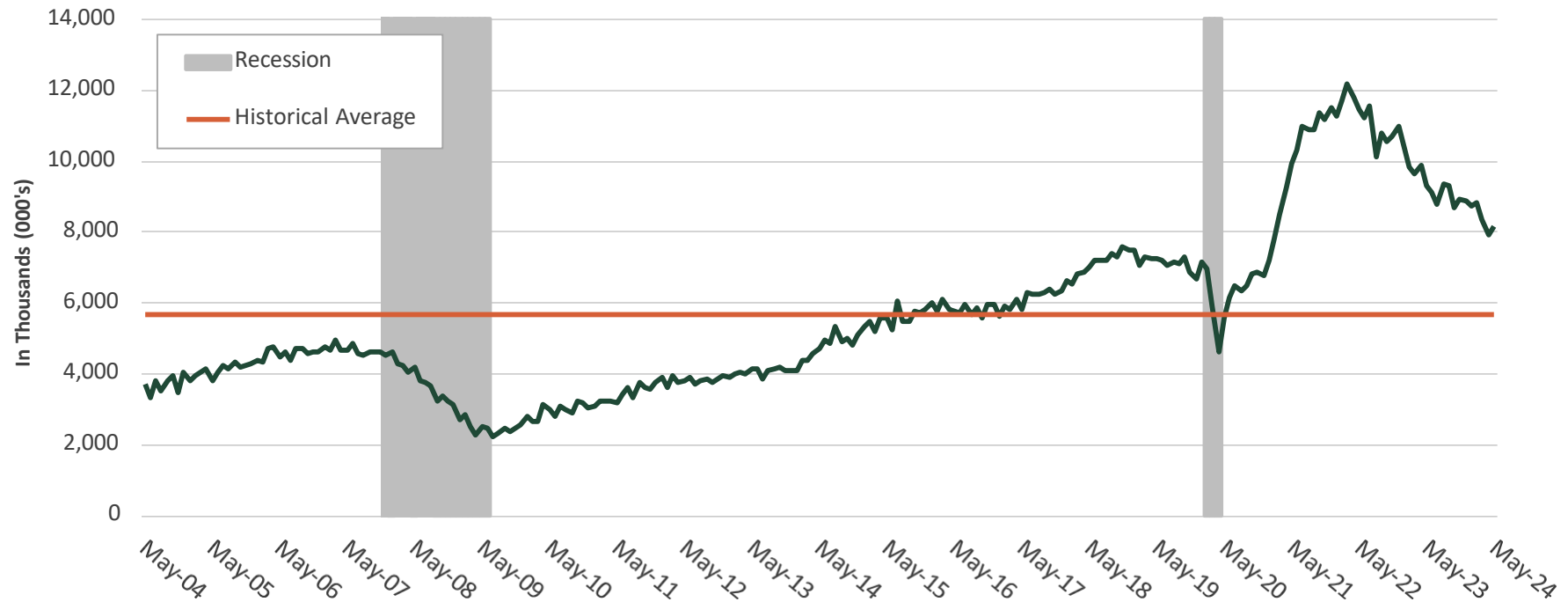
Source: US Department of Labor



Source: US Department of Labor

The U.S. economy added 206,000 jobs in June, remaining ahead of consensus expectations of 190,000 jobs. The gains were broad based, with government, health care, and social assistance posting the largest gains. The three-month moving average and six-month moving average payrolls have weakened from the first quarter to 177,000 and 222,000 respectively. The unemployment rate edged up to 4.1% in June, and the labor participation rate inched up to 62.6%, remaining below the pre-pandemic level of 63.3%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons held steady at 7.4%. Average hourly earnings rose 3.9% year-over-year in June, down from 4.1% year-over-year in May. The labor markets continue to show signs of cooling in line with the Federal Reserve’s view that there has been “substantial” progress towards better balance in the labor market between demand and supply for workers.

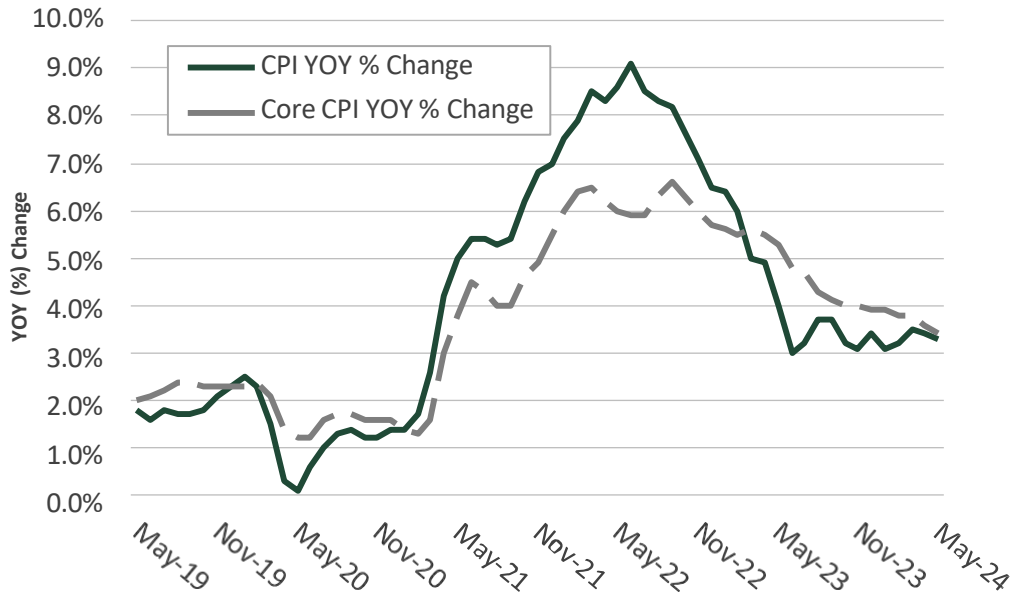
## Job Openings



Source: US Department of Labor

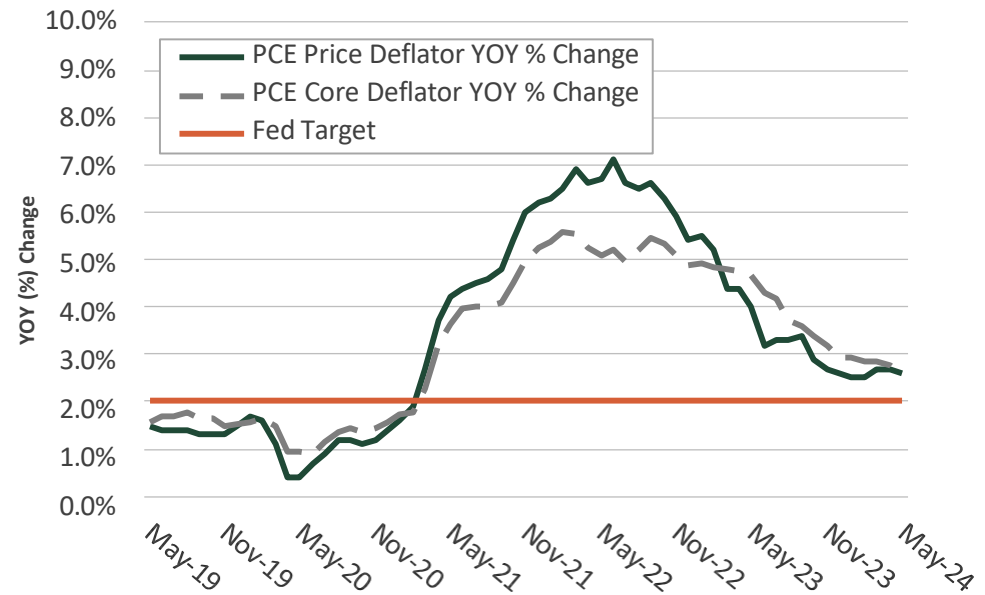
The Labor Department’s Job Openings and Labor Turnover Survey (JOLTS) increased to 8.140 million job openings in May from a downwardly revised 7.919 million in April. Job openings still represent a healthy ratio of around 1.2 jobs for each unemployed individual. While the current level of job openings remains elevated from a historical perspective, the trend is decelerating.

### Consumer Price Index (CPI)



Source: US Department of Labor

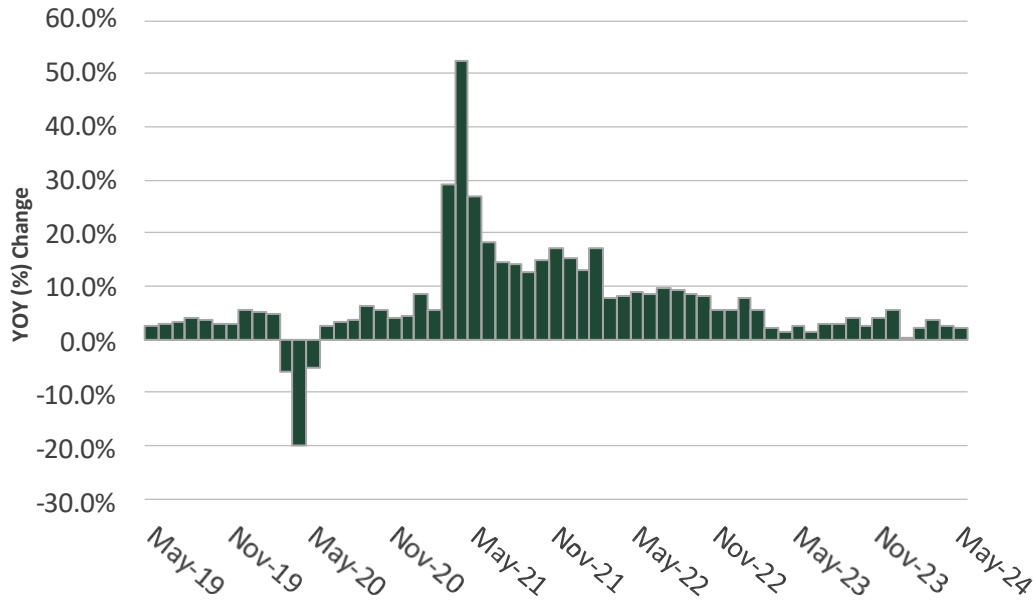
### Personal Consumption Expenditures (PCE)



Source: US Department of Commerce

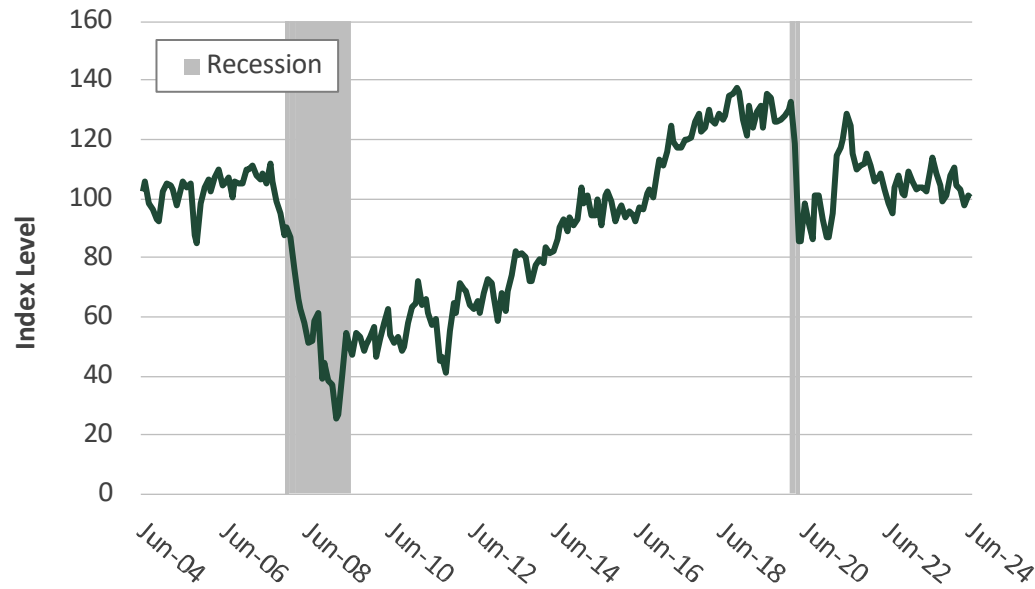
In May, the Consumer Price Index (CPI) remained unchanged month-over-month and rose 3.3% year-over-year, reflecting broad-based cost reductions. The Core CPI, which excludes volatile food and energy components, was up 0.2% month-over-month and 3.4% year-over-year in May, down from 3.6% in April and lower than expected. The Personal Consumption Expenditures (PCE) Index decelerated in May as expected. The headline PCE deflator was unchanged in May from April versus up 0.3% in the prior month. Year-over-year, the PCE deflator rose 2.6%. The Core PCE deflator (the Fed’s preferred gauge) increased 0.1% in May from the prior month versus up 0.3% in April. The Core PCE deflator also rose 2.6% year-over-year, still above the Fed’s 2% inflation target. Much of the lingering inflation has been driven by shelter costs and demand for services.

### Retail Sales YOY % Change



Source: US Department of Commerce

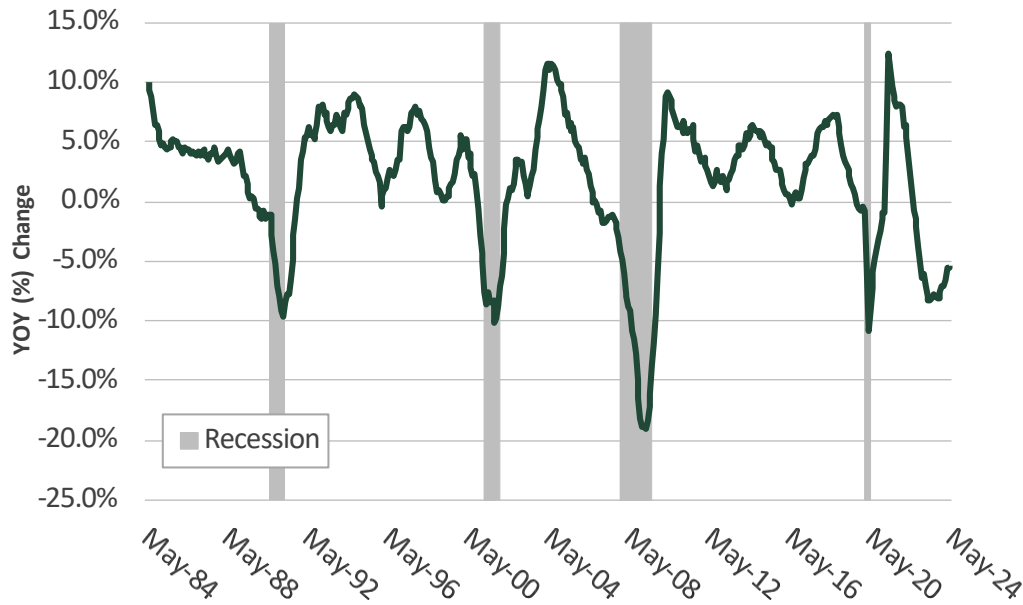
### Consumer Confidence



Source: The Conference Board  
All time high is 144.70 (1/31/00); All time low is 25.30 (2/28/09)

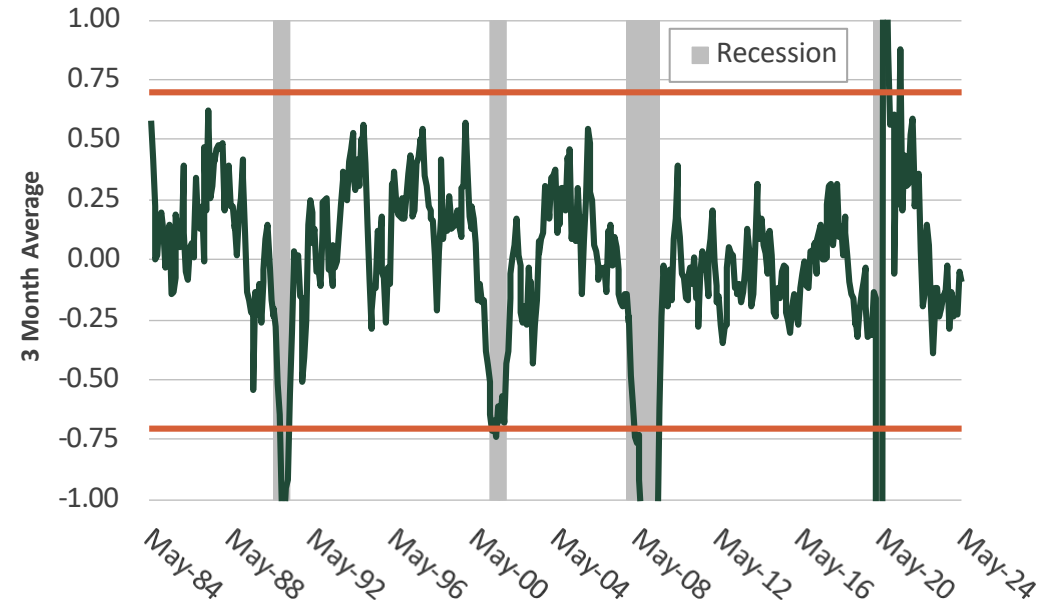
May Retail Sales increased below expectations to +0.1% after a downwardly revised -0.2%, pointing to a fatigued consumer. On a year-over-year basis, Retail Sales growth further slowed to +2.3% in May. Nonstore retailers were a bright spot in May, up 0.8% following a 1.8% decline in April. The Conference Board’s Consumer Confidence Index fell to 100.4 in June from 101.3 in May. While the present situation component rose marginally, consumers are less optimistic about future expectations for business conditions and potential income increases. While the consumer has been resilient, consumption has begun to moderate in the face of higher interest rates, rising credit card balances, and growing delinquencies.

### Leading Economic Indicators (LEI)



Source: The Conference Board

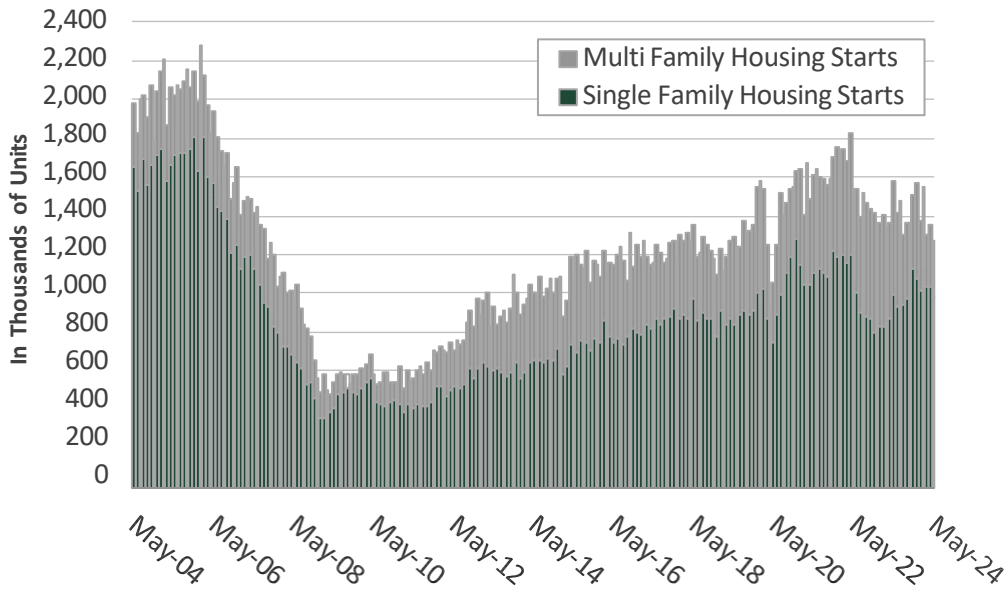
### Chicago Fed National Activity Index (CFNAI)



Source: Federal Reserve Bank of Chicago

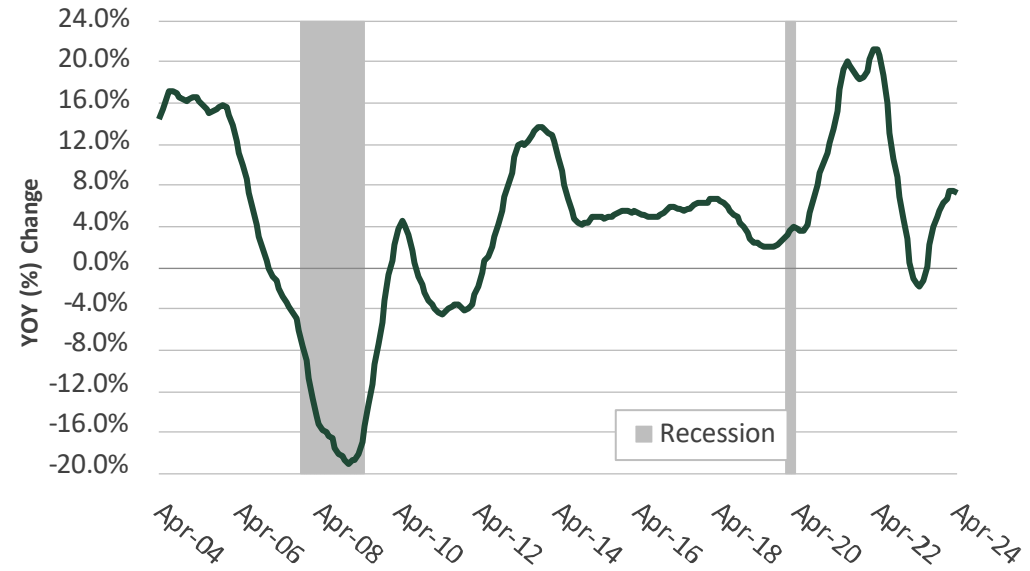
The Conference Board's Leading Economic Index (LEI) declined for the third consecutive month to -0.5% in May following a -0.6% decline in April. The index declined 5.3% year-over-year. The primary drivers for the negative print were a decline in new orders, weak consumer sentiment about future business conditions, and lower building permits. The Chicago Fed National Activity Index (CFNAI) increased to 0.18 in May from -0.26 in April, surpassing consensus expectations. However, the three-month moving average fell to -0.09 in May from -0.05 in April, indicating below-trend growth expectations for the economy.

### Annualized Housing Starts



Source: US Department of Commerce

### S&P/Case-Shiller 20 City Composite Home Price Index

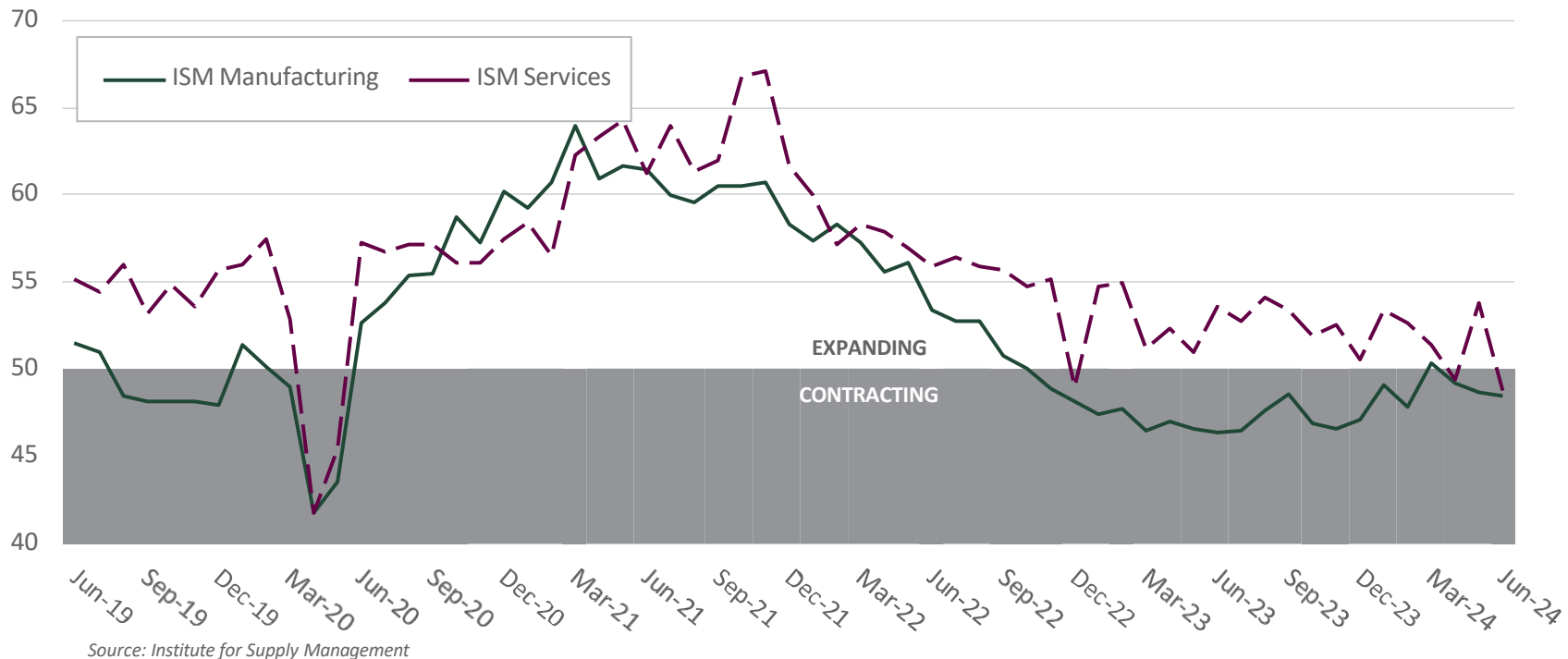


Source: S&P

May Housing Starts declined 5.5% month-over-month from April to 1.352 million units. This equates to -19.3% less starts compared to May 2023. Single family starts were 5.2% lower month-over-month due to higher mortgage interest rates, lack of existing unit supply and home affordability. Multi-family home starts declined 10.3% month-over-month. The Freddie Mac average rate for a 30-year fixed mortgage edged down to 6.92% in June from 7.06% in May. According to the Case-Shiller 20-City Home Price Index, housing prices rose a higher-than-expected 7.2% year-over-year in April versus March's upwardly revised 7.5% increase. Tight inventories and higher mortgage rates continue to impact affordability.



## Institute of Supply Management (ISM) Surveys



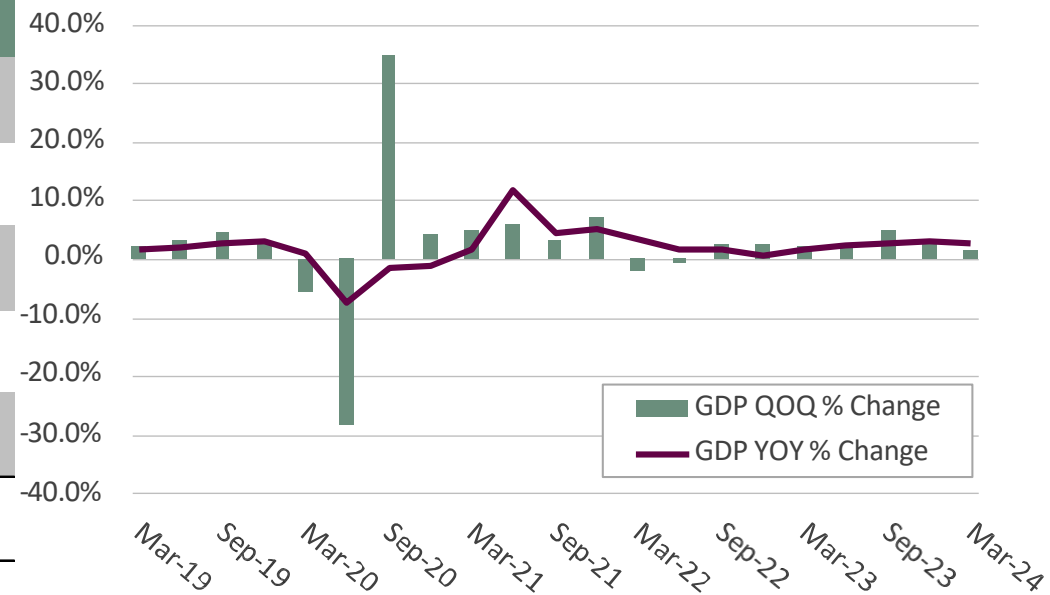
The Institute for Supply Management (ISM) Manufacturing index edged down to 48.5 in June from 48.7 in May. While new orders picked up, prices paid for materials fell the most in over a year. The ISM Services Index returned to contraction declining to 48.8 in June, from 53.8 in the previous month. Although the level of the decline was a surprise, the trend in the Services PMI, which applies to a larger share of US economic output, has been steadily decreasing.

# Gross Domestic Product (GDP)

Components of GDP	6/23	9/23	12/23	3/24
Personal Consumption Expenditures	0.6%	2.1%	2.2%	1.0%
Gross Private Domestic Investment	0.9%	1.7%	0.2%	0.8%
Net Exports and Imports	0.0%	0.0%	0.3%	-0.7%
Federal Government Expenditures	0.1%	0.5%	0.2%	0.0%
State and Local (Consumption and Gross Investment)	0.5%	0.5%	0.6%	0.3%
<b>Total</b>	<b>2.1%</b>	<b>4.9%</b>	<b>3.4%</b>	<b>1.4%</b>

Source: US Department of Commerce

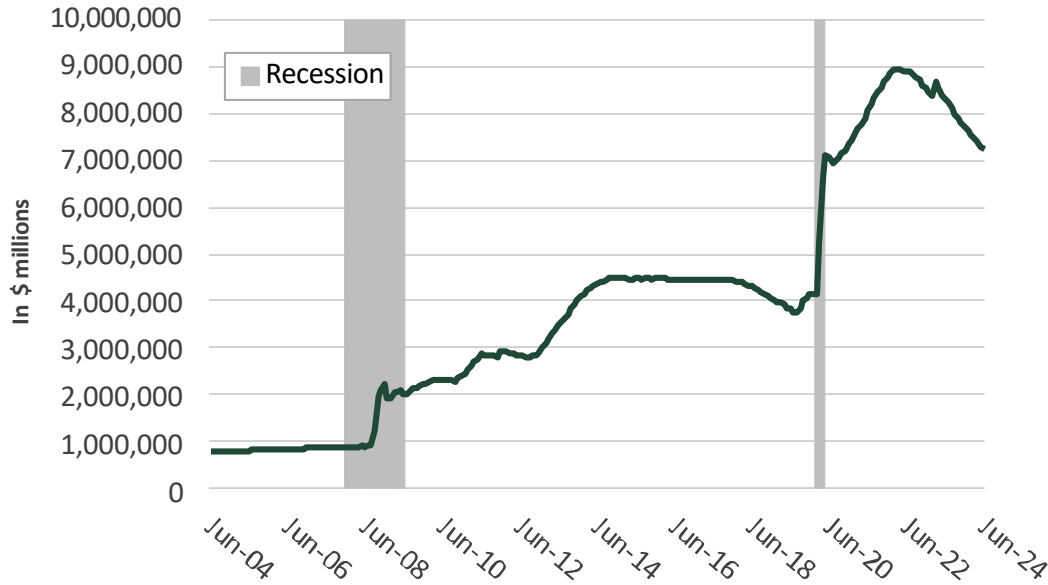
### Gross Domestic Product (GDP)



Source: US Department of Commerce

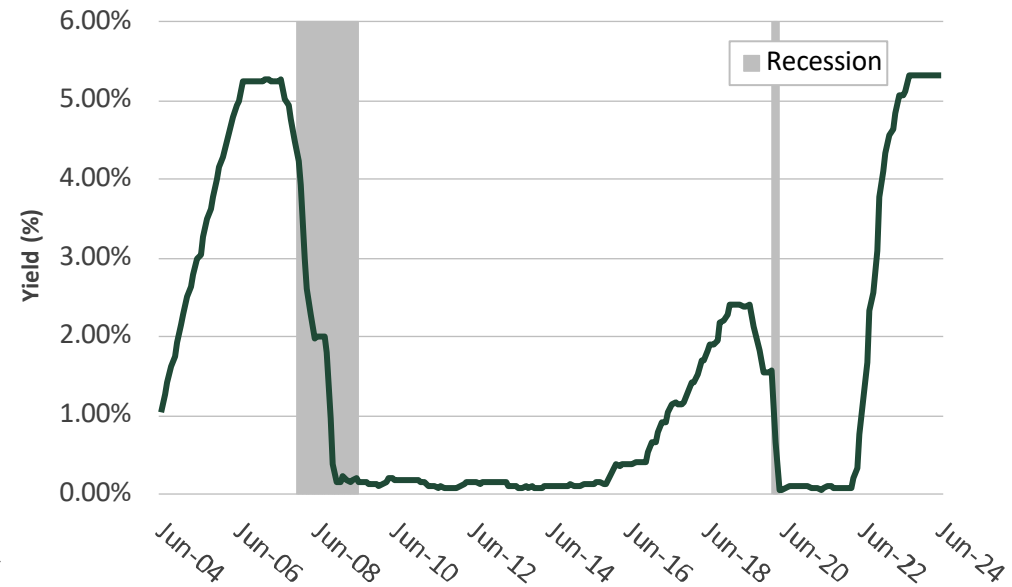
The third and final estimate of first quarter GDP came in as expected with growth up 1.4%, a small upward revision from 1.3% in the second estimate. Notably, the personal consumption expenditures component was revised down substantially to +1.5% in the final estimate from +2.0% in the second estimate. Weaker growth in consumer spending was offset by upward revisions in other major categories, particularly gross fixed investment. The consensus projection calls for 2.0% growth in the second quarter and 2.3% growth for the full year 2024.

### Federal Reserve Balance Sheet Assets



Source: Federal Reserve

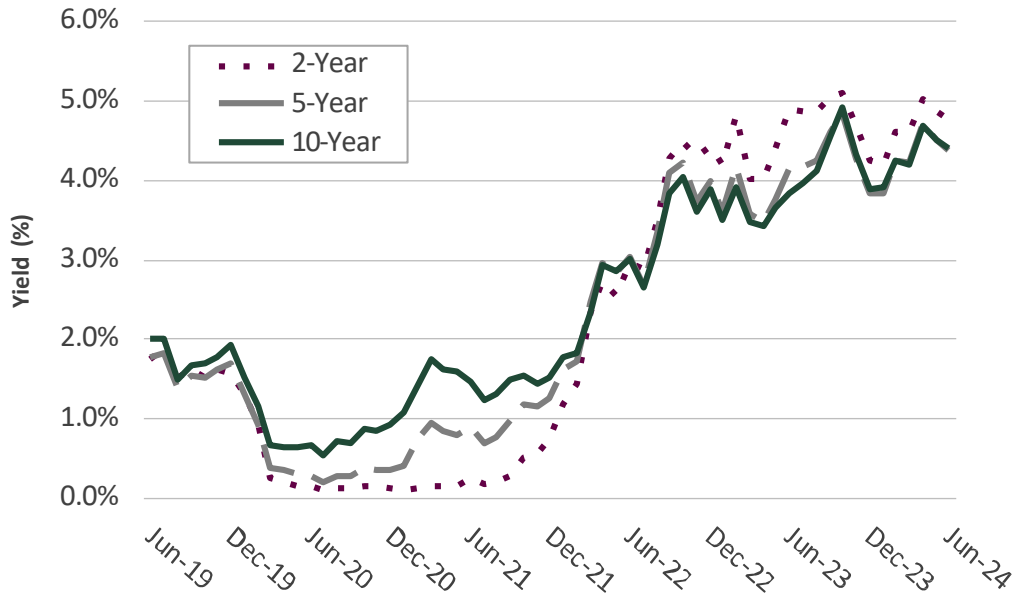
### Effective Federal Funds Rate



Source: Bloomberg

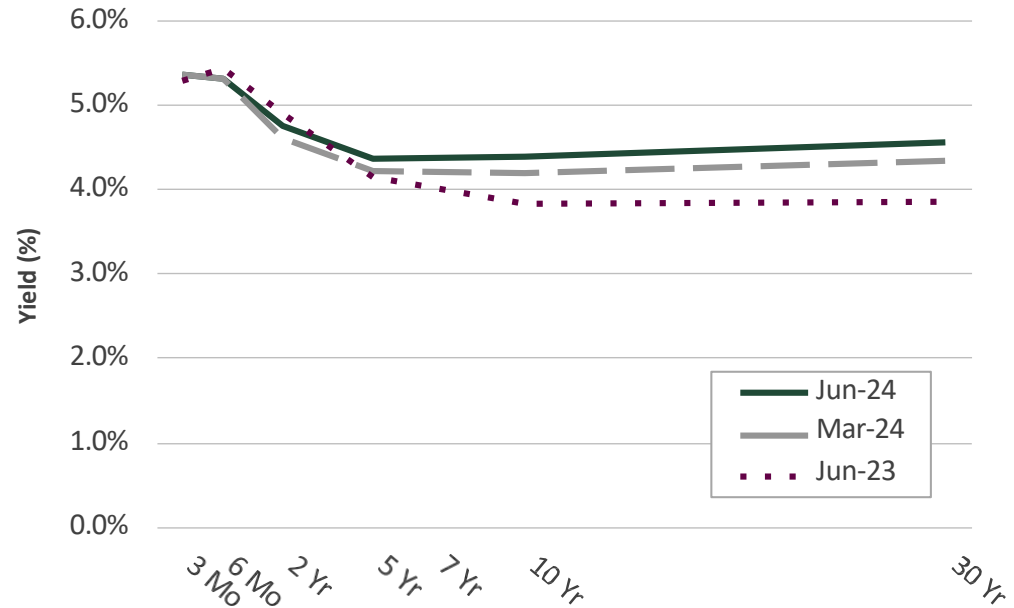
As expected at the June meeting, the Federal Open Market Committee voted unanimously to leave the federal funds rate unchanged at a target range of 5.25-5.50%, emphasizing the need to see sustained evidence of easing inflation before considering any rate cuts. The FOMC's latest projections now suggest only one interest rate cut in 2024, with four more cuts expected in 2025 and a slightly higher long-term neutral rate. The Fed's inflation projections ticked up marginally, while unemployment and GDP growth forecasts remained steady. Additionally, the Fed continues to reduce its holdings of U.S. Treasury securities and agency mortgage-backed securities as per its predefined schedule of \$25 billion and \$35 billion per month. Since the Fed began its Quantitative Tightening campaign in June 2022, securities holdings have declined by approximately \$1.7T to approximately \$7.3T.

### US Treasury Note Yields



Source: Bloomberg

### US Treasury Yield Curve



Source: Bloomberg

At the end of June, the 2-year Treasury yield was 15 basis points lower, and the 10-Year Treasury yield was 56 basis points higher, year-over-year. The inversion between the 2-year Treasury yield and 10-year Treasury yield remained relatively stable at -36 basis points at June month-end versus -37 basis points at May month-end. The inversion has occurred since July 2022 and remains historically long. The average historical spread (since 2003) is about +130 basis points. The inversion between 3-month and 10-year Treasuries widened to -96 basis points in June from -91 basis points in May.

## SECTION 2 | ACCOUNT PROFILE

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## OBJECTIVES

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Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

### Investment Objectives

Calleguas Municipal Water District's investment objectives, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs and a market rate of return consistent with the investment program.

### Chandler Asset Management Performance Objective

The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark index.

### Strategy

In order to achieve this objective, the portfolio invests in high-quality fixed income securities that comply with the investment policy and all regulations governing the funds.

# STATEMENT OF COMPLIANCE



CMWD Cons | Account #10936 | As of June 30, 2024

Rules Name	Limit	Actual	Compliance Status	Notes
<b>AGENCY MORTGAGE SECURITIES (CMOS)</b>				
Max % (MV)	20.0	0.6	Compliant	
Max % Issuer (MV)	5.0	0.6	Compliant	
Max Maturity (Years)	5.0	2.3	Compliant	
Min Rating (AA by 1)	0.0	0.0	Compliant	
<b>ASSET-BACKED SECURITIES (ABS)</b>				
Max % (MV)	20.0	6.3	Compliant	
Max % Issuer (MV)	5.0	1.1	Compliant	
Max Maturity (Years)	5	4	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>BANKERS' ACCEPTANCES</b>				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
<b>COLLATERALIZED BANK DEPOSITS</b>				
Max % (MV)	100.0	0.0	Compliant	
<b>COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)</b>				
Max % (BV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 2)	0.0	0.0	Compliant	
<b>COMMERCIAL PAPER</b>				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
<b>CORPORATE MEDIUM TERM NOTES</b>				
Max % (MV)	30.0	25.1	Compliant	
Max % Issuer (MV)	5.0	2.0	Compliant	

# STATEMENT OF COMPLIANCE



CMWD Cons | Account #10936 | As of June 30, 2024

Rules Name	Limit	Actual	Compliance Status	Notes
Max Maturity (Years)	5	4	Compliant	
Min Rating (A by 1)	0.0	0.0	Compliant	
<b>FDIC INSURED TIME DEPOSITS (NON-NEGOTIABLE CD/ TD)</b>				
Max % (BV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>FEDERAL AGENCIES</b>				
Max % (MV; Agencies & Agency CMOs)	100.0	26.8	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	14.8	Compliant	
Max Callables (MV)	20.0	3.6	Compliant	
Max Maturity (Years)	5	4	Compliant	
<b>LOCAL AGENCY INVESTMENT FUND (LAIF)</b>				
Max % (MV)	15.0	0.0	Compliant	
<b>LOCAL GOVERNMENT INVESTMENT POOL (LGIP)</b>				
Max % (MV)	15.0	0.0	Compliant	
<b>MONEY MARKET MUTUAL FUNDS</b>				
Max % (MV)	20.0	0.1	Compliant	
Max % Issuer (MV)	5.0	0.1	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
<b>MORTGAGE-BACKED SECURITIES (NON-AGENCY)</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, LOCAL AGENCY)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A by 1)	0.0	0.0	Compliant	



# STATEMENT OF COMPLIANCE



CMWD Cons | Account #10936 | As of June 30, 2024

Rules Name	Limit	Actual	Compliance Status	Notes
<b>MUNICIPAL SECURITIES (CA, OTHER STATES)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (A by 1)	0.0	0.0	Compliant	
<b>NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD )</b>				
Max % (BV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Rating (AA- by 2 if > FDIC Limit)	0.0	0.0	Compliant	
<b>SUPRANATIONAL OBLIGATIONS</b>				
Max % (BV)	10.0	3.5	Compliant	
Max % Issuer (MV)	5.0	3.6	Compliant	
Max Maturity (Years)	5	1	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>U.S. TREASURIES</b>				
Max % (MV)	100.0	37.6	Compliant	
Max Maturity (Years)	5	4	Compliant	

## PORTFOLIO CHARACTERISTICS



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

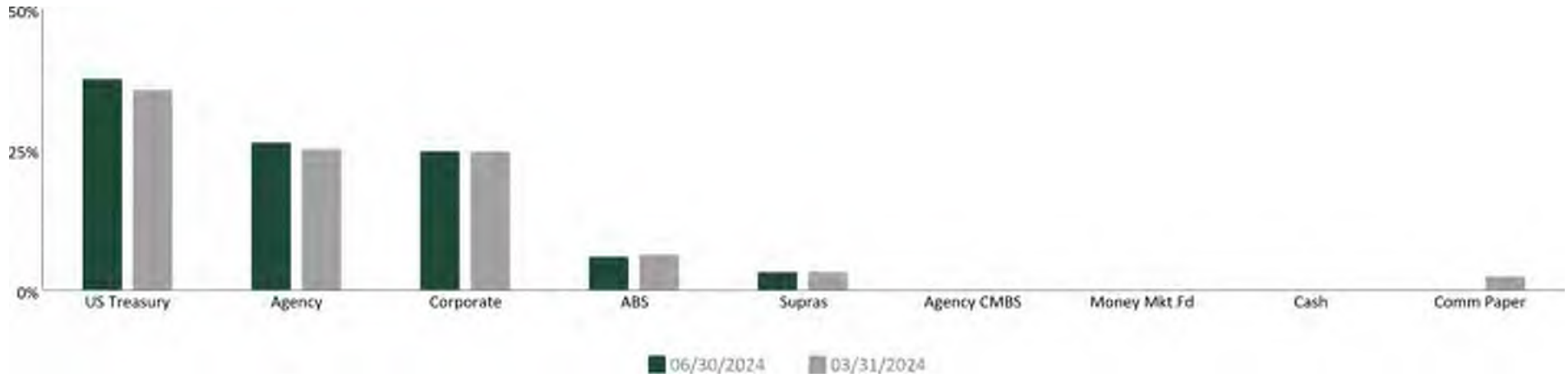
	Benchmark*	6/30/2024 Portfolio	3/31/2024 Portfolio
Average Maturity (yrs)	1.92	2.02	2.09
Average Modified Duration	1.82	1.77	1.83
Average Purchase Yield		3.93%	3.89%
Average Market Yield	4.79%	4.98%	5.16%
Average Quality**	AA+	AA	AA
Total Market Value		166,942,485	170,649,781

\*Benchmark: ICE BofA 1-3 Year US Treasury Index

\*\*The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

# SECTOR DISTRIBUTION

Calleguas Municipal Water District | Account #10934 | As of June 30, 2024



## Sector as a Percentage of Market Value

Sector	06/30/2024	03/31/2024
US Treasury	37.8%	36.0%
Agency	26.8%	25.5%
Corporate	24.9%	25.2%
ABS	6.3%	6.5%
Supras	3.6%	3.5%
Agency CMBS	0.6%	0.6%
Money Mkt Fd	0.1%	0.1%
Cash	0.0%	0.1%
Comm Paper	--	2.6%

# ISSUERS



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Issuer	Investment Type	% Portfolio
United States	US Treasury	37.77%
Farm Credit System	Agency	14.71%
Federal Home Loan Banks	Agency	10.39%
Inter-American Development Bank	Supras	3.55%
FHLMC	Multiple	2.23%
The Home Depot, Inc.	Corporate	1.97%
Cisco Systems, Inc.	Corporate	1.81%
Toyota Motor Corporation	Corporate	1.57%
Deere & Company	Corporate	1.52%
Morgan Stanley	Corporate	1.49%
Northwestern Mutual Global Funding	Corporate	1.44%
Caterpillar Inc.	Corporate	1.38%
JPMorgan Chase & Co.	Corporate	1.31%
UnitedHealth Group Incorporated	Corporate	1.28%
PepsiCo, Inc.	Corporate	1.28%
Mastercard Incorporated	Corporate	1.21%
U.S. Bancorp	Corporate	1.20%
Massachusetts Mutual Life Insurance	Corporate	1.19%
Chase Issuance Trust	ABS	1.14%
MERCEDES-BENZ AUTO RECEIVABLES TRUST	ABS	1.13%
BNY Mellon Corp	Corporate	1.13%
Amazon.com, Inc.	Corporate	1.11%
PACCAR Inc	Corporate	1.07%
Honeywell International Inc.	Corporate	1.02%
American Express Credit Master Trust	ABS	1.00%
National Rural Utilities Cooperative	Corporate	0.88%
John Deere Owner Trust	ABS	0.87%
Honda Auto Receivables Owner Trust	ABS	0.72%

## ISSUERS



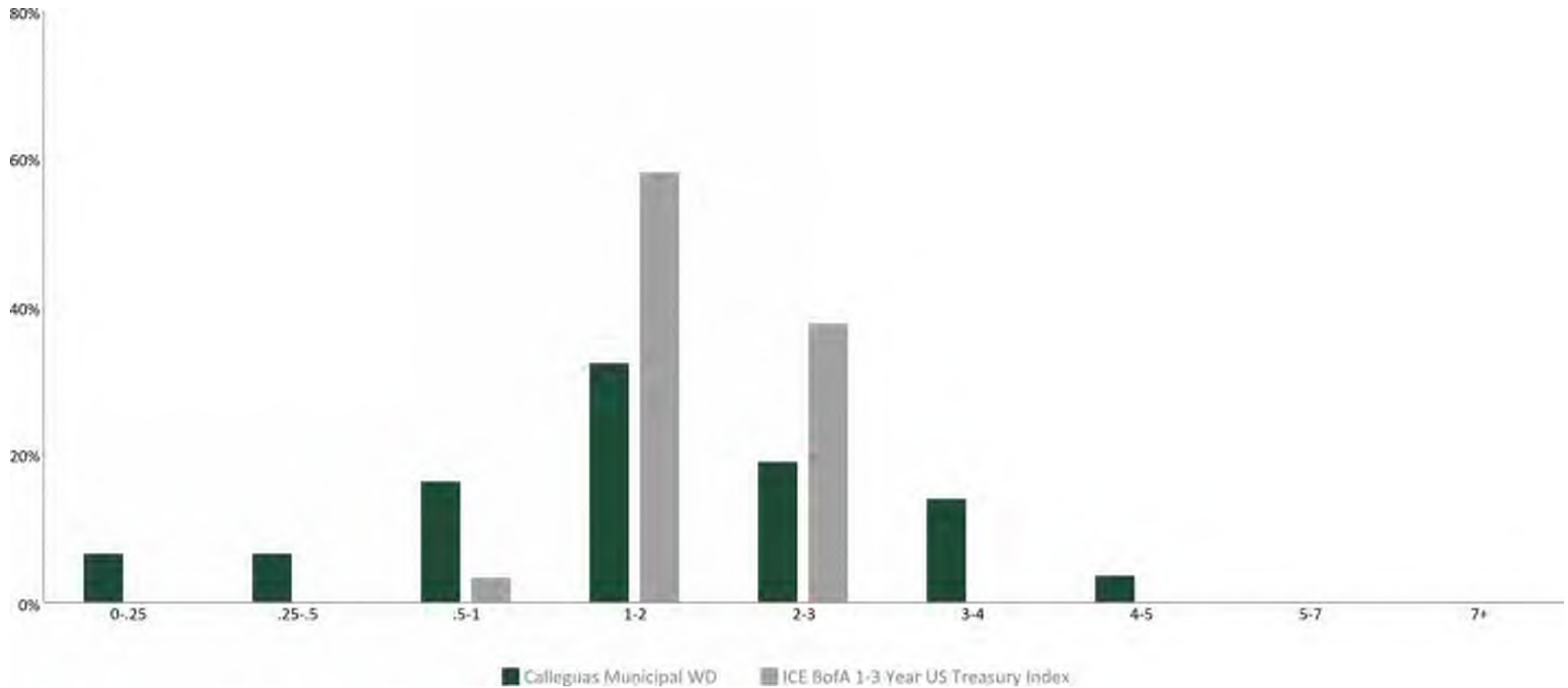
Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Issuer	Investment Type	% Portfolio
Prologis, Inc.	Corporate	0.58%
Hyundai Auto Receivables Trust	ABS	0.54%
Northern Trust Corporation	Corporate	0.48%
GM Financial Securitized Term	ABS	0.27%
GM Financial Automobile Leasing Trus	ABS	0.24%
BMW Vehicle Owner Trust	ABS	0.20%
BMW Vehicle Lease Trust	ABS	0.13%
CNH Equipment Trust	ABS	0.08%
Allspring Group Holdings LLC	Money Mkt Fd	0.05%
Ford Credit Auto Owner Trust	ABS	0.03%
Cash	Cash	0.02%
<b>TOTAL</b>		<b>100.00%</b>

# DURATION DISTRIBUTION

Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

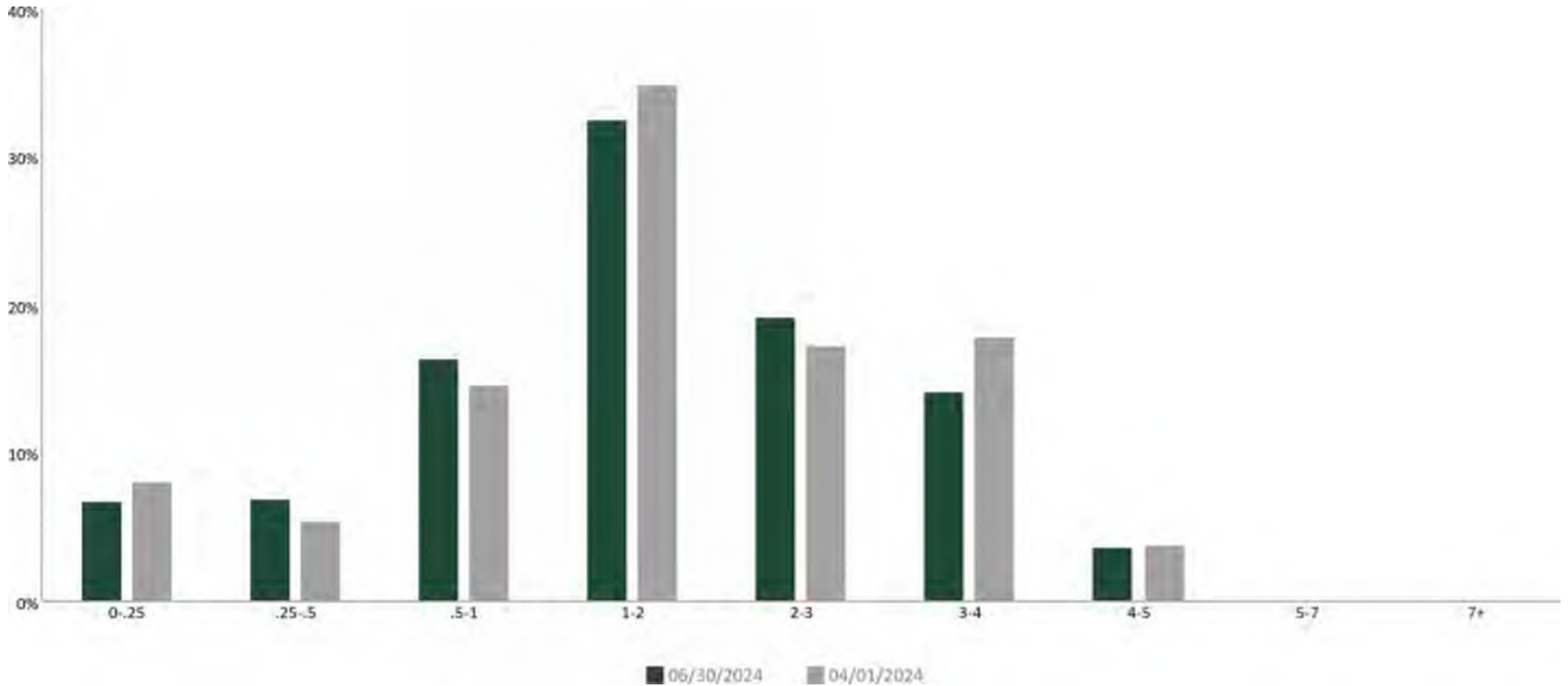
## Portfolio Compared to the Benchmark



	0-0.25	0.25-0.5	0.5-1	1-2	2-3	3-4	4-5	5-7	7+
Portfolio	6.8%	6.9%	16.5%	32.5%	19.2%	14.3%	3.8%	0.0%	0.0%
ICE BofA 1-3 Year US Treasury Index	0.0%	0.0%	3.7%	58.3%	38.0%	0.0%	0.0%	0.0%	0.0%

# DURATION DISTRIBUTION

Calleguas Municipal Water District | Account #10934 | As of June 30, 2024



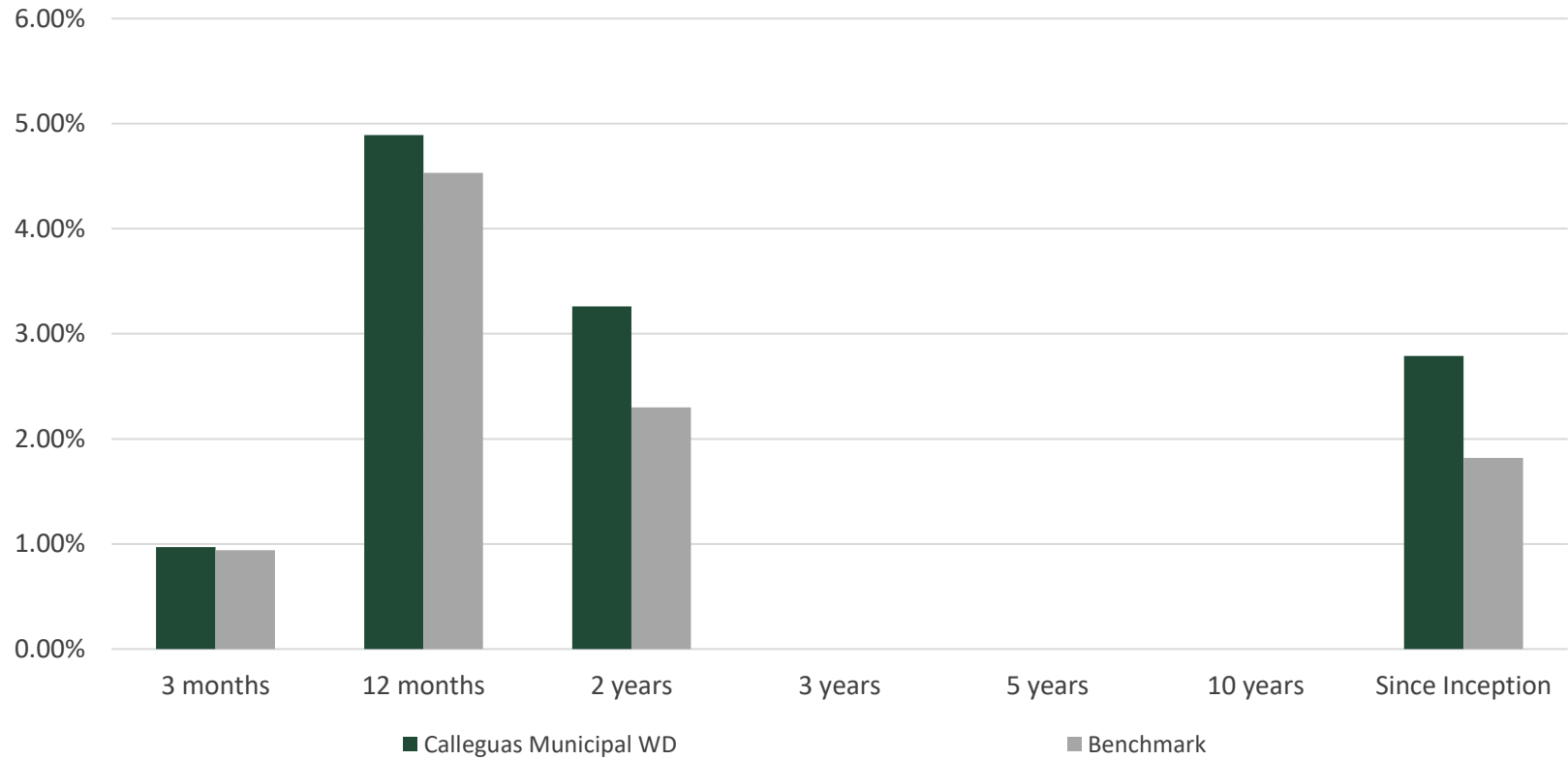
Date	0-.25	.25-.5	.5-1	1-2	2-3	3-4	4-5	5-7	7+
06/30/2024	6.8%	6.9%	16.5%	32.5%	19.2%	14.3%	3.8%	0.0%	0.0%
03/31/2024	8.1%	5.4%	14.6%	35.0%	17.3%	18.0%	3.9%	0.0%	0.0%

# INVESTMENT PERFORMANCE



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Total Rate of Return : Inception | 04/01/2022



	3 Months	12 Months	2 Years	3 Years	5 Years	10 Years	Since Inception
<b>TOTAL RATE OF RETURN</b>							
Calleguas Municipal WD	0.97%	4.89%	3.26%				2.79%
Benchmark	0.94%	4.53%	2.30%				1.82%

\*Periods over 1 year are annualized.

Benchmark: ICE BofA 1-3 Year US Treasury Index

Total rate of return: A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending market value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.

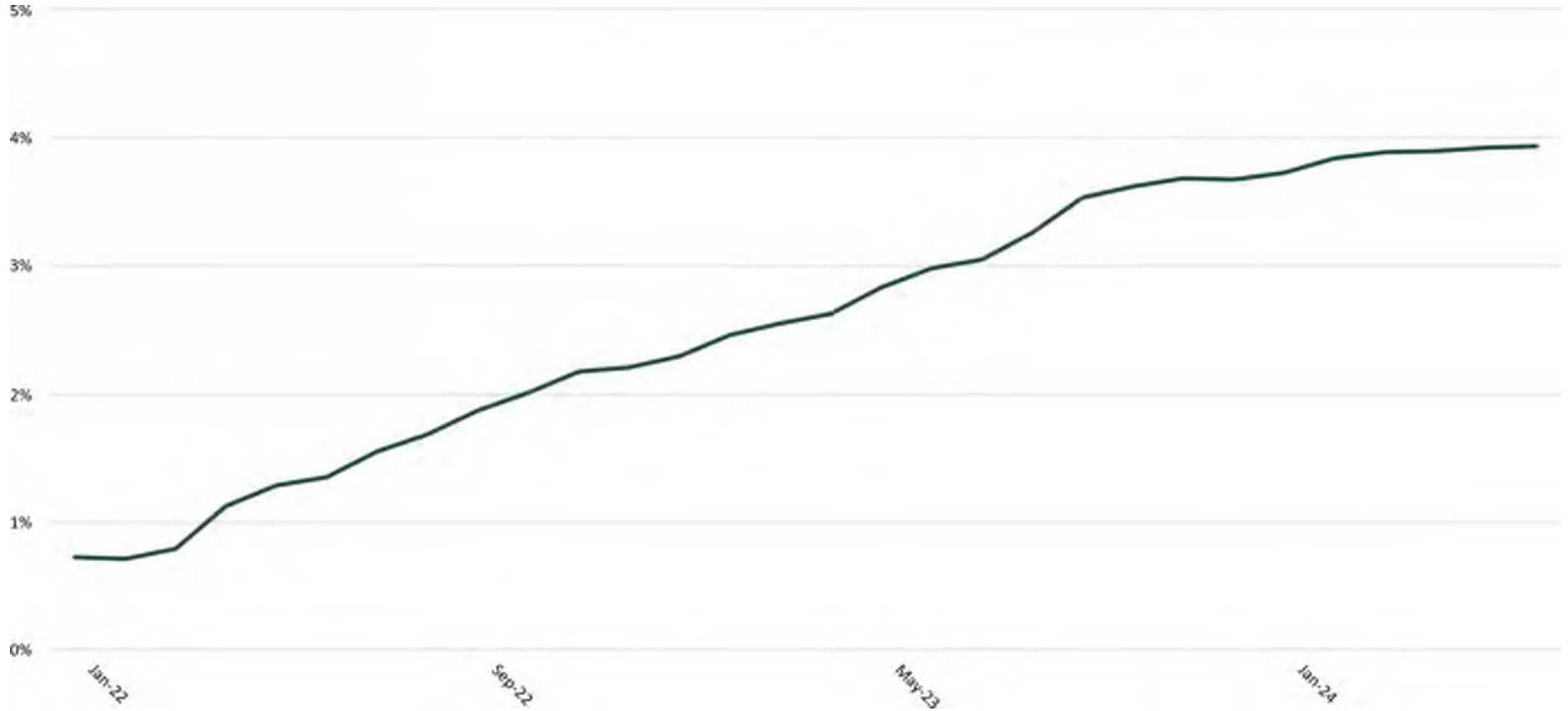


# HISTORICAL AVERAGE PURCHASE YIELD



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Purchase Yield as of 06/30/24 = 3.93%



## PORTFOLIO CHARACTERISTICS



CMWD Reporting | Account #10935 | As of June 30, 2024

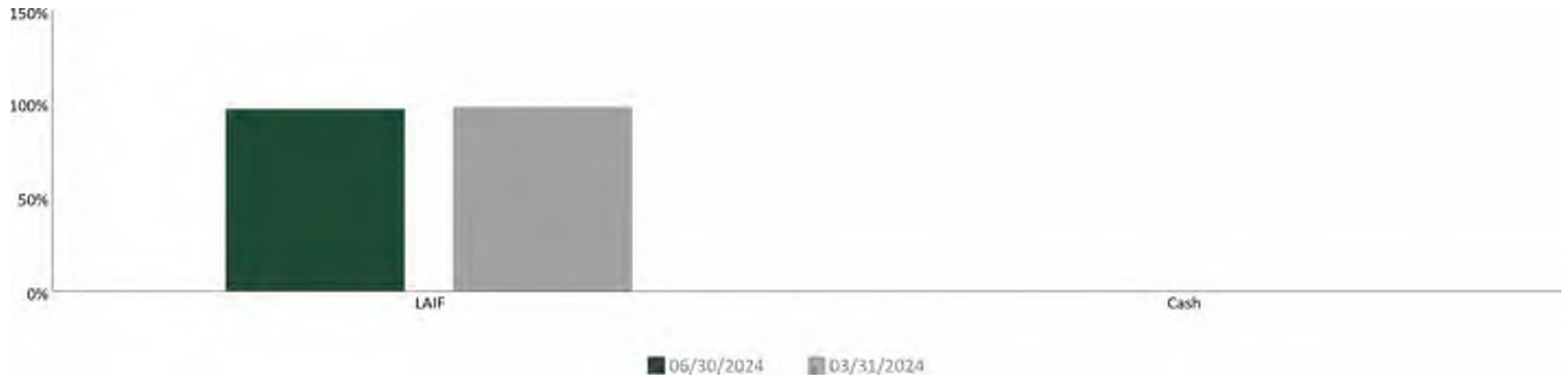
	6/30/2024 Portfolio	3/31/2024 Portfolio
<b>Average Maturity (yrs)</b>	<b>0.00</b>	<b>0.00</b>
<b>Average Modified Duration</b>	<b>0.00</b>	<b>0.00</b>
<b>Average Purchase Yield</b>	<b>4.50%</b>	<b>4.34%</b>
<b>Average Market Yield</b>	<b>4.50%</b>	<b>4.34%</b>
<b>Average Quality**</b>	<b>AAA</b>	<b>AAA</b>
<b>Total Market Value</b>	<b>2,857,514</b>	<b>2,419,574</b>

\*Benchmark: NO BENCHMARK REQUIRED

\*\*The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

# SECTOR DISTRIBUTION

CMWD Reporting | Account #10935 | As of June 30, 2024



## Sector as a Percentage of Market Value

Sector	06/30/2024	03/31/2024
LAIF	98.7%	99.5%
Cash	1.3%	0.5%

## SECTION 3 | CONSOLIDATED INFORMATION

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## PORTFOLIO CHARACTERISTICS



CMWD Cons | Account #10936 | As of June 30, 2024

	6/30/2024 Portfolio	3/31/2024 Portfolio
<b>Average Maturity (yrs)</b>	<b>1.99</b>	<b>2.06</b>
<b>Average Modified Duration</b>	<b>1.74</b>	<b>1.81</b>
<b>Average Purchase Yield</b>	<b>3.94%</b>	<b>3.89%</b>
<b>Average Market Yield</b>	<b>4.97%</b>	<b>5.15%</b>
<b>Average Quality**</b>	<b>AA</b>	<b>AA</b>
<b>Total Market Value</b>	<b>169,799,999</b>	<b>173,069,355</b>

\*Benchmark: NO BENCHMARK REQUIRED

\*\*The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

# SECTOR DISTRIBUTION

CMWD Cons | Account #10936 | As of June 30, 2024



## Sector as a Percentage of Market Value

Sector	06/30/2024	03/31/2024
US Treasury	37.1%	35.5%
Agency	26.3%	25.1%
Corporate	24.5%	24.8%
ABS	6.2%	6.5%
Supras	3.5%	3.4%
LAIF	1.7%	1.4%
Agency CMBS	0.6%	0.6%
Money Mkt Fd	0.1%	0.1%
Cash	0.0%	0.1%
Comm Paper	--	2.6%

## SECTION 4 | PORTFOLIO HOLDINGS

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# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>ABS</b>									
34532NAC9	FORDO 2021-A A3 0.3 08/15/2025	47,904.61	02/17/2021 0.30%	47,900.58 47,903.93	99.75 4.52%	47,785.81 6.39	0.03% (118.12)	Aaa/AAA NA	1.13 0.06
47788UAC6	JDOT 2021 A3 0.36 09/15/2025	125,509.13	03/02/2021 0.37%	125,485.01 125,503.88	99.37 4.93%	124,719.62 20.08	0.08% (784.26)	Aaa/NA AAA	1.21 0.14
43815EAC8	HAROT 2021-3 A3 0.41 11/18/2025	102,772.74	03/29/2022 3.00%	99,015.12 101,506.68	98.51 4.36%	101,245.36 15.22	0.06% (261.32)	NA/AAA AAA	1.39 0.38
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	211,392.25	02/07/2023 5.43%	211,387.22 211,389.71	99.81 5.69%	210,997.94 181.80	0.13% (391.77)	Aaa/AAA NA	1.41 0.42
12598AAC4	CNH 2021-A A3 0.4 12/15/2025	134,253.45	03/09/2021 0.62%	134,222.06 134,246.08	99.57 2.53%	133,682.09 23.87	0.08% (563.99)	NA/AAA AAA	1.46 0.21
379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	400,000.00	08/08/2023 5.38%	399,952.04 399,964.92	99.93 5.51%	399,710.80 657.56	0.24% (254.12)	NA/AAA AAA	2.39 1.22
362585AC5	GMCAR 2022-2 A3 3.1 02/16/2027	446,173.15	04/05/2022 3.13%	446,079.90 446,126.74	98.42 4.81%	439,124.06 576.31	0.27% (7,002.68)	Aaa/AAA NA	2.63 0.97
448979AD6	HART 2023-A A3 4.58 04/15/2027	905,000.00	04/04/2023 5.14%	904,911.67 904,938.58	99.12 5.24%	897,047.13 1,842.18	0.54% (7,891.45)	NA/AAA AAA	2.79 1.47
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	500,000.00	02/16/2023 5.09%	499,907.10 499,937.29	99.58 5.40%	497,910.65 700.00	0.30% (2,026.64)	Aaa/NA AAA	2.81 1.44
02582JIT8	AMXCA 2022-2 A 05/17/2027	1,690,000.00	05/17/2022 3.42%	1,689,626.17 1,689,844.86	98.21 5.54%	1,659,749.00 2,546.27	1.00% (30,095.86)	NA/AAA AAA	0.87 0.92
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	1,315,000.00	10/12/2022 5.15%	1,314,897.96 1,314,936.40	99.64 5.50%	1,310,304.27 2,974.82	0.79% (4,632.14)	Aaa/NA AAA	2.96 1.05
58768PAC8	MBART 2022-1 A3 5.21 08/16/2027	1,870,000.00	11/15/2022 5.28%	1,869,630.11 1,869,759.54	99.81 5.43%	1,866,405.11 4,330.09	1.13% (3,354.42)	Aaa/AAA NA	3.13 1.28
05592XAD2	BMWOT 2023-A A3 5.47 02/25/2028	335,000.00	07/11/2023 5.47%	334,940.64 334,952.95	100.31 5.39%	336,049.69 305.41	0.20% 1,096.74	NA/AAA AAA	3.66 1.96
438123AC5	HAROT 2023-4 A3 5.67 06/21/2028	585,000.00	11/01/2023 5.74%	584,896.98 584,911.39	100.88 5.37%	590,157.77 921.38	0.36% 5,246.38	Aaa/NA AAA	3.98 2.28
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	1,885,000.00	09/07/2023 5.17%	1,884,477.48 1,884,560.42	100.26 5.11%	1,889,812.03 4,322.93	1.14% 5,251.61	NR/AAA AAA	4.21 2.03



# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>Total ABS</b>		<b>10,553,005.34</b>	<b>4.71%</b>	<b>10,547,330.03</b> <b>10,550,483.36</b>	<b>99.55</b> <b>5.30%</b>	<b>10,504,701.32</b> <b>19,424.28</b>	<b>6.34%</b> <b>(45,782.04)</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>2.81</b> <b>1.36</b>
<b>AGENCY</b>									
3133ENZ94	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 11/18/2024	880,000.00	11/15/2022 4.55%	879,067.20 879,821.35	99.59 5.57%	876,373.58 4,730.00	0.53% (3,447.77)	Aaa/AA+ AA+	0.39 0.38
3133ENKS8	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	1,000,000.00	01/06/2022 1.20%	997,750.00 999,610.22	97.88 5.35%	978,750.99 5,468.75	0.59% (20,859.23)	Aaa/AA+ AA+	0.52 0.50
3133EPBJ3	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 02/23/2026	3,500,000.00	02/24/2023 4.62%	3,476,513.00 3,487,052.04	99.18 4.89%	3,471,362.76 54,444.44	2.10% (15,689.28)	Aaa/AA+ AA+	1.65 1.55
3130ALHH0	FEDERAL HOME LOAN BANKS 0.96 03/05/2026	3,500,000.00	04/18/2022 2.88%	3,251,500.00 3,392,597.46	93.64 4.95%	3,277,311.07 10,826.67	1.98% (115,286.39)	Aaa/AA+ AA+	1.68 1.63
3133EP7C3	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 04/01/2026	4,200,000.00	04/29/2024 5.02%	4,169,928.00 4,172,587.72	99.62 4.85%	4,184,165.96 48,562.50	2.53% 11,578.24	Aaa/AA+ AA+	1.75 1.65
3133EPQC2	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 07/17/2026	1,750,000.00	07/28/2023 4.64%	1,749,160.00 1,749,422.45	99.68 4.79%	1,744,457.65 36,871.53	1.05% (4,964.81)	Aaa/AA+ AA+	2.05 1.89
3133ENV72	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 07/27/2026	3,100,000.00	10/31/2022 4.50%	3,099,845.00 3,099,914.15	99.36 4.82%	3,080,304.62 59,675.00	1.86% (19,609.54)	Aaa/AA+ AA+	2.07 1.92
3134GW4C7	FEDERAL HOME LOAN MORTGAGE CORP 0.8 10/27/2026	3,000,000.00	09/28/2022 4.24%	2,614,500.00 2,780,453.99	91.23 4.83%	2,737,009.08 4,266.67	1.65% (43,444.91)	Aaa/AA+ AA+	2.33 2.25
3133EPBM6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.125 08/23/2027	3,500,000.00	02/24/2023 4.35%	3,468,430.00 3,477,874.02	98.73 4.56%	3,455,392.15 51,333.33	2.09% (22,481.87)	Aaa/AA+ AA+	3.15 2.87
3133EPDJ1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 09/15/2027	3,600,000.00	03/28/2023 3.90%	3,668,976.00 3,649,522.32	99.41 4.57%	3,578,700.42 46,375.00	2.16% (70,821.90)	Aaa/AA+ AA+	3.21 2.92
3130ATUS4	FEDERAL HOME LOAN BANKS 4.25 12/10/2027	3,500,000.00	01/30/2023 3.75%	3,576,580.00 3,554,262.15	99.11 4.53%	3,468,906.53 8,677.08	2.09% (85,355.63)	Aaa/AA+ AA+	3.45 3.16
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	3,600,000.00	03/28/2023 3.89%	3,697,488.00 3,672,684.64	99.88 4.53%	3,595,582.91 49,950.00	2.17% (77,101.73)	Aaa/AA+ AA+	3.70 3.32
3130AEB25	FEDERAL HOME LOAN BANKS 3.25 06/09/2028	4,000,000.00	06/28/2023 4.04%	3,858,720.00 3,887,492.02	95.53 4.50%	3,821,030.20 7,944.44	2.31% (66,461.82)	Aaa/AA+ AA+	3.94 3.64
3133EPUN3	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/28/2028	3,000,000.00	08/30/2023 4.32%	3,022,140.00 3,018,437.86	100.05 4.49%	3,001,437.60 46,125.00	1.81% (17,000.26)	Aaa/AA+ AA+	4.16 3.70

# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3130AXQK7	FEDERAL HOME LOAN BANKS 4.75 12/08/2028	3,000,000.00	01/29/2024 4.05%	3,090,990.00 3,083,142.50	101.38 4.40%	3,041,503.80 9,104.17	1.84% (41,638.70)	Aaa/AA+ AA+	4.44 3.96
<b>Total Agency</b>		<b>45,130,000.00</b>	<b>4.11%</b>	<b>44,621,587.20</b> <b>44,904,874.89</b>	<b>98.26</b> <b>4.70%</b>	<b>44,312,289.29</b> <b>444,354.58</b>	<b>26.75%</b> <b>(592,585.59)</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>2.81</b> <b>2.58</b>
<b>AGENCY CMBS</b>									
3137FQXJ7	FHMS K-737 A2 2.525 10/25/2026	1,000,000.00	08/22/2022 3.61%	958,398.44 977,171.91	94.87 4.98%	948,694.40 2,104.17	0.57% (28,477.51)	Aaa/AA+ AAA	2.32 2.07
<b>Total Agency CMBS</b>		<b>1,000,000.00</b>	<b>3.61%</b>	<b>958,398.44</b> <b>977,171.91</b>	<b>94.87</b> <b>4.98%</b>	<b>948,694.40</b> <b>2,104.17</b>	<b>0.57%</b> <b>(28,477.51)</b>	<b>Aaa/AA+</b> <b>AAA</b>	<b>2.32</b> <b>2.07</b>
<b>CASH</b>									
CCYUSD	Receivable	27,182.74	-- 0.00%	27,182.74 27,182.74	1.00 0.00%	27,182.74 0.00	0.02% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>27,182.74</b>	<b>0.00%</b>	<b>27,182.74</b> <b>27,182.74</b>	<b>1.00</b> <b>0.00%</b>	<b>27,182.74</b> <b>0.00</b>	<b>0.02%</b> <b>0.00</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>CORPORATE</b>									
91159HHX1	US BANCORP 2.4 07/30/2024	2,000,000.00	01/18/2022 1.38%	2,049,260.00 2,000,000.00	99.72 5.69%	1,994,447.06 20,133.33	1.20% (5,552.94)	A3/A A	0.08 0.08
69371RR73	PACCAR FINANCIAL CORP 2.85 04/07/2025	1,810,000.00	03/31/2022 2.86%	1,809,529.40 1,809,879.77	98.01 5.52%	1,773,968.62 12,036.50	1.07% (35,911.15)	A1/A+ NA	0.77 0.74
023135CE4	AMAZON.COM INC 3.0 04/13/2025	1,865,000.00	-- 2.98%	1,865,844.65 1,865,225.57	98.21 5.35%	1,831,615.05 12,122.50	1.11% (33,610.53)	A1/AA AA-	0.79 0.76
437076CM2	HOME DEPOT INC 2.7 04/15/2025	985,000.00	03/24/2022 2.76%	983,276.25 984,554.36	97.97 5.35%	965,016.21 5,614.50	0.58% (19,538.15)	A2/A A	0.79 0.76
24422EWF2	JOHN DEERE CAPITAL CORP 3.4 06/06/2025	520,000.00	06/01/2022 3.41%	519,880.40 519,962.90	98.17 5.43%	510,503.79 1,227.78	0.31% (9,459.11)	A1/A A+	0.93 0.90
66815L2J7	NORTHWESTERN MUTUAL GLOBAL FUNDING 4.0 07/01/2025	2,410,000.00	06/27/2022 4.01%	2,409,180.60 2,409,727.12	98.74 5.31%	2,379,652.70 48,200.00	1.44% (30,074.41)	Aaa/AA+ AAA	1.00 0.95

# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
14913R2Z9	CATERPILLAR FINANCIAL SERVICES CORP 3.65 08/12/2025	2,335,000.00	08/08/2022 3.69%	2,332,174.65 2,333,950.80	98.21 5.32%	2,293,180.17 32,907.28	1.38% (40,770.63)	A2/A A+	1.12 1.06
89236TKF1	TOYOTA MOTOR CREDIT CORP 3.65 08/18/2025	910,000.00	08/15/2022 3.68%	909,181.00 909,691.38	98.18 5.32%	893,420.16 12,271.10	0.54% (16,271.22)	A1/A+ A+	1.13 1.08
637432NG6	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.25 11/01/2025	1,505,000.00	-- 4.04%	1,485,082.00 1,489,853.66	97.18 5.47%	1,462,492.31 8,152.08	0.88% (27,361.34)	A1/A- A+	1.34 1.28
06406RAQ0	BANK OF NEW YORK MELLON CORP 0.75 01/28/2026	2,000,000.00	03/23/2022 2.79%	1,850,460.00 1,938,693.92	93.30 5.23%	1,865,951.02 6,375.00	1.13% (72,742.90)	A1/A AA-	1.58 1.53
713448FQ6	PEPSICO INC 4.55 02/13/2026	475,000.00	02/13/2023 4.57%	474,724.50 474,850.92	99.33 4.99%	471,797.57 8,284.79	0.28% (3,053.35)	A1/A+ NA	1.62 1.52
57629W6F2	MASSMUTUAL GLOBAL FUNDING II 4.5 04/10/2026	2,000,000.00	04/04/2023 4.52%	1,998,620.00 1,999,182.60	98.90 5.15%	1,977,926.02 20,250.00	1.19% (21,256.58)	Aa3/AA+ AA+	1.78 1.67
74340XBU4	PROLOGIS LP 3.25 06/30/2026	1,000,000.00	11/03/2022 5.52%	925,320.00 959,097.13	96.39 5.17%	963,904.73 90.28	0.58% 4,807.60	A3/A NA	2.00 1.90
61747YET8	MORGAN STANLEY 4.679 07/17/2026	2,500,000.00	07/27/2022 4.32%	2,525,350.00 2,508,909.92	99.02 6.32%	2,475,498.90 53,288.61	1.49% (33,411.02)	A1/A- A+	2.05 0.99
437076CV2	HOME DEPOT INC 4.95 09/30/2026	2,300,000.00	12/27/2023 4.32%	2,336,179.00 2,329,284.23	99.86 5.01%	2,296,796.08 28,778.75	1.39% (32,488.15)	A2/A A	2.25 2.08
713448FW3	PEPSICO INC 5.125 11/10/2026	680,000.00	11/08/2023 5.13%	679,816.40 679,855.60	100.44 4.92%	682,987.87 4,937.08	0.41% 3,132.27	A1/A+ NA	2.36 2.11
91324PCW0	UNITEDHEALTH GROUP INC 3.45 01/15/2027	2,200,000.00	02/27/2024 4.80%	2,121,196.00 2,130,418.54	96.42 4.97%	2,121,241.41 34,998.33	1.28% (9,177.13)	A2/A+ A	2.54 2.36
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	3,000,000.00	02/27/2024 4.82%	2,998,410.00 2,998,588.93	99.73 4.91%	2,991,887.40 50,000.00	1.81% (6,701.53)	A1/AA- NA	2.66 2.43
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	820,000.00	05/05/2022 4.03%	818,671.60 819,241.23	97.61 4.90%	800,434.94 4,646.67	0.48% (18,806.29)	A2/A+ A+	2.86 2.65
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	1,675,000.00	02/14/2023 4.52%	1,706,758.00 1,697,889.13	100.78 4.71%	1,688,136.00 31,322.50	1.02% (9,753.12)	A2/A A	3.63 3.16
713448FL7	PEPSICO INC 3.6 02/18/2028	1,000,000.00	03/27/2024 4.49%	968,490.00 970,595.10	96.15 4.76%	961,521.00 13,300.00	0.58% (9,074.10)	A1/A+ NA	3.64 3.31

# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
57636QAW4	MASTERCARD INC 4.875 03/09/2028	2,000,000.00	03/27/2024 4.46%	2,029,460.00 2,027,479.32	100.53 4.71%	2,010,686.22 30,333.33	1.21% (16,793.10)	Aa3/A+ NA	3.69 3.23
24422EXB0	JOHN DEERE CAPITAL CORP 4.95 07/14/2028	2,000,000.00	10/23/2023 5.57%	1,948,660.00 1,956,104.90	100.10 4.92%	2,002,099.18 45,925.00	1.21% 45,994.28	A1/A A+	4.04 3.54
46647PDG8	JPMORGAN CHASE & CO 4.851 07/25/2028	2,200,000.00	10/23/2023 6.30%	2,095,060.00 2,114,223.62	98.98 5.70%	2,177,461.51 46,246.20	1.31% 63,237.88	A1/A- AA-	4.07 2.76
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	1,700,000.00	06/14/2024 4.86%	1,713,821.00 1,713,713.14	100.35 4.97%	1,705,944.54 10,731.25	1.03% (7,768.60)	A1/A+ A+	4.88 4.25
<b>Total Corporate</b>		<b>41,890,000.00</b>	<b>4.18%</b>	<b>41,554,405.45</b> <b>41,640,973.78</b>	<b>98.62</b> <b>5.23%</b>	<b>41,298,570.46</b> <b>542,172.87</b>	<b>24.93%</b> <b>(342,403.31)</b>	<b>A1/A+</b> <b>A+</b>	<b>2.21</b> <b>1.91</b>
<b>MONEY MARKET FUND</b>									
94975P405	ALLSPRING:GOVT MM I	90,218.36	-- 5.19%	90,218.36 90,218.36	1.00 5.19%	90,218.36 0.00	0.05% 0.00	Aaa/ AAAm NA	0.00 0.00
<b>Total Money Market Fund</b>		<b>90,218.36</b>	<b>5.19%</b>	<b>90,218.36</b> <b>90,218.36</b>	<b>1.00</b> <b>5.19%</b>	<b>90,218.36</b> <b>0.00</b>	<b>0.05%</b> <b>0.00</b>	<b>Aaa/</b> <b>AAAm</b> <b>NA</b>	<b>0.00</b> <b>0.00</b>
<b>SUPRANATIONAL</b>									
4581X0EE4	INTER-AMERICAN DEVELOPMENT BANK 3.25 07/01/2024	2,500,000.00	06/27/2022 3.25%	2,499,800.00 2,500,000.00	100.00 3.25%	2,500,000.00 40,625.00	1.51% 0.00	Aaa/AAA NA	0.00 0.00
4581X0EKO	INTER-AMERICAN DEVELOPMENT BANK 4.5 05/15/2026	3,410,000.00	06/27/2023 4.53%	3,407,374.30 3,408,282.23	99.34 4.87%	3,387,335.98 19,607.50	2.05% (20,946.25)	Aaa/AAA NA	1.87 1.77
<b>Total Supranational</b>		<b>5,910,000.00</b>	<b>3.99%</b>	<b>5,907,174.30</b> <b>5,908,282.23</b>	<b>99.62</b> <b>4.18%</b>	<b>5,887,335.98</b> <b>60,232.50</b>	<b>3.55%</b> <b>(20,946.25)</b>	<b>Aaa/AAA</b> <b>NA</b>	<b>1.08</b> <b>1.02</b>
<b>US TREASURY</b>									
912797GK7	UNITED STATES TREASURY 08/08/2024	2,500,000.00	02/27/2024 5.35%	2,442,220.00 2,486,446.67	99.45 5.22%	2,486,165.63 0.00	1.50% (281.04)	P-1/A-1+ F1+	0.11 0.11

# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CCX7	UNITED STATES TREASURY 0.375 09/15/2024	4,000,000.00	05/26/2022 2.50%	3,810,625.00 3,982,825.18	98.98 5.28%	3,959,375.00 4,402.17	2.39% (23,450.18)	Aaa/AA+ AA+	0.21 0.21
91282CDB4	UNITED STATES TREASURY 0.625 10/15/2024	3,000,000.00	04/18/2022 2.61%	2,855,976.56 2,983,223.64	98.63 5.37%	2,958,984.36 3,944.67	1.79% (24,239.28)	Aaa/AA+ AA+	0.29 0.29
91282CDH1	UNITED STATES TREASURY 0.75 11/15/2024	3,700,000.00	03/22/2022 2.37%	3,546,074.22 3,678,215.05	98.31 5.35%	3,637,345.72 3,544.16	2.20% (40,869.33)	Aaa/AA+ AA+	0.38 0.37
91282CDN8	UNITED STATES TREASURY 1.0 12/15/2024	3,800,000.00	09/28/2022 4.17%	3,546,320.31 3,747,568.68	98.08 5.29%	3,726,857.41 1,661.20	2.25% (20,711.27)	Aaa/AA+ AA+	0.46 0.45
91282CDS7	UNITED STATES TREASURY 1.125 01/15/2025	1,500,000.00	01/25/2022 1.28%	1,493,378.91 1,498,791.73	97.80 5.30%	1,466,997.08 7,788.46	0.89% (31,794.65)	Aaa/AA+ AA+	0.54 0.52
91282CDZ1	UNITED STATES TREASURY 1.5 02/15/2025	3,000,000.00	04/18/2022 2.67%	2,903,789.06 2,978,671.53	97.66 5.34%	2,929,833.99 16,936.81	1.77% (48,837.54)	Aaa/AA+ AA+	0.63 0.61
91282CED9	UNITED STATES TREASURY 1.75 03/15/2025	3,000,000.00	04/18/2022 2.67%	2,922,421.88 2,981,208.69	97.58 5.26%	2,927,499.99 15,407.61	1.77% (53,708.70)	Aaa/AA+ AA+	0.71 0.69
912828XB1	UNITED STATES TREASURY 2.125 05/15/2025	4,000,000.00	04/28/2022 2.80%	3,920,468.75 3,977,256.35	97.41 5.19%	3,896,406.24 10,855.98	2.35% (80,850.11)	Aaa/AA+ AA+	0.87 0.85
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	3,100,000.00	-- 3.31%	3,077,078.13 3,087,888.53	97.88 5.17%	3,034,336.92 3,896.17	1.83% (53,551.61)	Aaa/AA+ AA+	0.96 0.93
91282CAB7	UNITED STATES TREASURY 0.25 07/31/2025	4,000,000.00	04/28/2022 2.80%	3,680,468.75 3,893,847.90	94.96 5.08%	3,798,593.76 4,175.82	2.29% (95,254.14)	Aaa/AA+ AA+	1.08 1.06
91282CFK2	UNITED STATES TREASURY 3.5 09/15/2025	3,800,000.00	09/28/2022 4.19%	3,726,968.75 3,770,234.03	98.20 5.05%	3,731,570.32 39,032.61	2.25% (38,663.71)	Aaa/AA+ AA+	1.21 1.15
9128285J5	UNITED STATES TREASURY 3.0 10/31/2025	3,650,000.00	06/22/2022 3.27%	3,618,490.23 3,637,483.48	97.47 4.98%	3,557,751.94 18,448.37	2.15% (79,731.53)	Aaa/AA+ AA+	1.34 1.28
91282CFW6	UNITED STATES TREASURY 4.5 11/15/2025	3,600,000.00	11/30/2022 4.31%	3,618,843.75 3,608,750.75	99.39 4.96%	3,578,203.12 20,690.22	2.16% (30,547.64)	Aaa/AA+ AA+	1.38 1.31
91282CGA3	UNITED STATES TREASURY 4.0 12/15/2025	4,900,000.00	-- 4.63%	4,836,246.09 4,857,442.39	98.71 4.93%	4,836,835.96 8,568.31	2.92% (20,606.43)	Aaa/AA+ AA+	1.46 1.40
912828YQ7	UNITED STATES TREASURY 1.625 10/31/2026	4,000,000.00	-- 3.36%	3,738,945.31 3,849,624.88	93.39 4.65%	3,735,468.76 10,951.09	2.26% (114,156.12)	Aaa/AA+ AA+	2.34 2.24
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	4,000,000.00	10/23/2023 4.91%	3,698,593.75 3,758,923.07	94.79 4.54%	3,791,406.24 25,136.61	2.29% 32,483.17	Aaa/AA+ AA+	2.75 2.60

# HOLDINGS REPORT



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
9128286B1	UNITED STATES TREASURY 2.625 02/15/2029	4,000,000.00	-- 4.24%	3,717,953.13 3,731,858.93	92.70 4.38%	3,708,125.00 39,519.23	2.24% (23,733.93)	Aaa/AA+ AA+	4.63 4.24
91282CKT7	UNITED STATES TREASURY 4.5 05/31/2029	800,000.00	06/27/2024 4.30%	806,937.50 806,922.07	100.68 4.34%	805,437.50 3,049.18	0.49% (1,484.57)	Aaa/AA+ AA+	4.92 4.36
<b>Total US Treasury</b>		<b>64,350,000.00</b>	<b>3.51%</b>	<b>61,961,800.08</b> <b>63,317,183.55</b>	<b>97.27</b> <b>5.04%</b>	<b>62,567,194.93</b> <b>238,008.68</b>	<b>37.77%</b> <b>(749,988.62)</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>1.31</b> <b>1.24</b>
<b>Total Portfolio</b>		<b>168,950,406.44</b>	<b>3.93%</b>	<b>165,668,096.60</b> <b>167,416,370.81</b>	<b>98.02</b> <b>4.98%</b>	<b>165,636,187.49</b> <b>1,306,297.09</b>	<b>100.00%</b> <b>(1,780,183.32)</b>	<b>Aa2/AA-</b> <b>AA</b>	<b>2.02</b> <b>1.77</b>
<b>Total Market Value + Accrued</b>						<b>166,942,484.58</b>			

# HOLDINGS REPORT



CMWD Reporting | Account #10935 | As of June 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>CASH</b>									
CCYUSD	Receivable	38,218.73	-- 0.00%	38,218.73 38,218.73	1.00 0.00%	38,218.73 0.00	1.34% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>38,218.73</b>	<b>0.00%</b>	<b>38,218.73</b>	<b>0.00%</b>	<b>38,218.73</b>	<b>1.34%</b>	<b>Aaa/AAA</b>	<b>0.00</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	2,819,295.49	-- 4.56%	2,819,295.49 2,819,295.49	1.00 4.56%	2,819,295.49 0.00	98.66% 0.00	NA/NA NA	0.00 0.00
<b>Total LAIF</b>		<b>2,819,295.49</b>	<b>4.56%</b>	<b>2,819,295.49</b>	<b>4.56%</b>	<b>2,819,295.49</b>	<b>98.66%</b>	<b>NA/NA</b>	<b>0.00</b>
<b>Total Portfolio</b>		<b>2,857,514.22</b>	<b>4.50%</b>	<b>2,857,514.22</b>	<b>4.50%</b>	<b>2,857,514.22</b>	<b>100.00%</b>	<b>Aaa/AAA</b>	<b>0.00</b>
<b>Total Market Value + Accrued</b>						<b>2,857,514.22</b>			

## SECTION 5 | TRANSACTIONS

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# TRANSACTION LEDGER



Calleguas Municipal Water District | Account #10934 | 04/01/2024 Through 06/30/2024 |

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/30/2024	3133EP7C3	4,200,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 04/01/2026	99.284	5.02%	(4,169,928.00)	(15,647.92)	(4,185,575.92)	0.00
Purchase	05/29/2024	9128286B1	400,000.00	UNITED STATES TREASURY 2.625 02/15/2029	91.891	4.56%	(367,562.50)	(3,000.00)	(370,562.50)	0.00
Purchase	06/17/2024	89236TMF9	1,700,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	100.813	4.86%	(1,713,821.00)	(7,392.64)	(1,721,213.64)	0.00
Purchase	06/27/2024	91282CKT7	800,000.00	UNITED STATES TREASURY 4.5 05/31/2029	100.867	4.30%	(806,937.50)	(2,655.74)	(809,593.24)	0.00
<b>Total Purchase</b>			<b>7,100,000.00</b>				<b>(7,058,249.00)</b>	<b>(28,696.30)</b>	<b>(7,086,945.30)</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>7,100,000.00</b>				<b>(7,058,249.00)</b>	<b>(28,696.30)</b>	<b>(7,086,945.30)</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Maturity	04/12/2024	62479LDC6	(2,500,000.00)	MUFG Bank, Ltd. - New York Branch 04/12/2024	100.000	0.00%	2,500,000.00	0.00	2,500,000.00	0.00
Maturity	04/18/2024	3133ENUN8	(1,100,000.00)	FEDERAL FARM CREDIT BANKS FUNDING CORP 2.44 04/18/2024	100.000	2.44%	1,100,000.00	0.00	1,100,000.00	0.00
Maturity	05/02/2024	89233GE28	(2,000,000.00)	Toyota Motor Credit Corporation 05/02/2024	100.000	0.00%	2,000,000.00	0.00	2,000,000.00	0.00
Maturity	05/16/2024	3133ENWP1	(1,975,000.00)	FEDERAL FARM CREDIT BANKS FUNDING CORP 2.625 05/16/2024	100.000	2.63%	1,975,000.00	0.00	1,975,000.00	0.00
Maturity	06/03/2024	440452AG5	(1,000,000.00)	HORMEL FOODS CORP 0.65 06/03/2024	100.000	0.65%	1,000,000.00	0.00	1,000,000.00	0.00

# TRANSACTION LEDGER



Calleguas Municipal Water District | Account #10934 | 04/01/2024 Through 06/30/2024 |

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest	Pur/Sold	Total Amount	Gain/Loss
Maturity	06/13/2024	69371RR81	(2,165,000.00)	PACCAR FINANCIAL CORP 3.15 06/13/2024	100.000	3.15%	2,165,000.00		0.00	2,165,000.00	0.00
<b>Total Maturity</b>			<b>(10,740,000.00)</b>				<b>10,740,000.00</b>		<b>0.00</b>	<b>10,740,000.00</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>(10,740,000.00)</b>				<b>10,740,000.00</b>		<b>0.00</b>	<b>10,740,000.00</b>	<b>0.00</b>

# TRANSACTION LEDGER



CMWD Reporting | Account #10935 | 04/01/2024 Through 06/30/2024 |

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/15/2024	90LAIF\$00	11,868.82	Local Agency Investment Fund State Pool	1.000	4.27%	(11,868.82)	0.00	(11,868.82)	0.00
Purchase	04/26/2024	90LAIF\$00	1,900,000.00	Local Agency Investment Fund State Pool	1.000	4.31%	(1,900,000.00)	0.00	(1,900,000.00)	0.00
<b>Total Purchase</b>			<b>1,911,868.82</b>				<b>(1,911,868.82)</b>	<b>0.00</b>	<b>(1,911,868.82)</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>1,911,868.82</b>				<b>(1,911,868.82)</b>	<b>0.00</b>	<b>(1,911,868.82)</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	06/14/2024	90LAIF\$00	(1,500,000.00)	Local Agency Investment Fund State Pool	1.000	4.45%	1,500,000.00	0.00	1,500,000.00	0.00
<b>Total Sale</b>			<b>(1,500,000.00)</b>				<b>1,500,000.00</b>	<b>0.00</b>	<b>1,500,000.00</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>(1,500,000.00)</b>				<b>1,500,000.00</b>	<b>0.00</b>	<b>1,500,000.00</b>	<b>0.00</b>

## IMPORTANT DISCLOSURES



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

2024 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.

Information contained herein is confidential. Prices are provided by ICE Data Services Inc (“IDS”), an independent pricing source. In the event IDS does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance results are presented gross-of-advisory fees and represent the client’s Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

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Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

Ratings information have been provided by Moody’s, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities (“MBS”) reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody’s and Fitch respectively.

## BENCHMARK DISCLOSURES



Calleguas Municipal Water District | Account #10934 | As of June 30, 2024

Benchmark	Disclosure
ICE BofA 1-3 Yr US Treasury Index	The ICE BofA 1-3 Year US Treasury Index tracks the performance of US dollar-denominated sovereign debt publicly issued by the US government in its domestic market. Qualifying securities must have at least one year remaining term to final maturity and less than three years remaining term to final maturity, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion. Qualifying securities must have at least 18 months to final maturity at the time of issuance.

## CALLEGUAS STATE LEGISLATIVE MATRIX

### Bills with Support / Oppose Position

Topic	Bill No.	Author	Status	Summary	Calleguas Position	Priority (1 - 3)	Calleguas Legislative Priorities	Potential Calleguas or Purveyor Impact	Notable Support / Opposition (partial list)	Calleguas Advocacy
Prevailing wage adjustments during public works contracts	AB 2182	Haney	Passed Assembly. Passed Senate Judiciary Committee with a 9-1 vote. Currently in Senate Appropriations Committee; hearing date 8/5/24.	This bill would allow for changes in prevailing wage during public works projects when the Department of Industrial Relations (DIR) adjusts prevailing wage, which is typically every six months.	Oppose Unless Amended	1	1E - preserve district revenues; 1G - alignment in decision-making, cost, and benefit; 3A - oppose increased costs and reduction of local flexibility.	Could create unanticipated cost increases to prevailing wage rates for contractors thereby impacting District and / or purveyor projects and finances, resulting in more change orders.	<b>Support</b> - Several labor unions; <b>Oppose</b> - CSDA, Associated General Contractors, Western Electrical Contractors Association	The District has written individual letters of opposition to the relevant policy committees.
Ratesetting / litigation	AB 2257	Wilson	Passed Assembly. Passed Senate Local Government Committee with 5-2 vote.	Would prohibit "surprise lawsuits" after increased rates and fees are adopted by a public agency by requiring interested parties to submit written comments challenging a proposed rate increase at an appropriate point in the ratesetting process rather than at or after its conclusion.	Support	2	1E - preserve district revenues.	Would positively impact purveyors' ratesetting processes by preventing the unpredictability caused by unanticipated litigation alleging issues not previously raised during the protest process.	<b>Sponsor</b> - ACWA; <b>Support</b> - Camrosa Water District, City of Camarillo, CSDA, Las Virgenes MWD, Metropolitan Water District	The District has joined coalition efforts in support of the legislation.
California Water for All	SB 366	Caballero	Passed Senate. Passed Assembly Water, Parks, and Wildlife Committee with a 12-0 vote. Currently in Assembly Appropriations Committee.	Requires the Department of Water Resources to engage in formalized water supply planning with a goal to develop a plan for an additional 10 million acre-feet per year of supply by 2040 in light of infrastructure needs and a changing climate.	Support	1	2D - support climate resilience programs / policies / funding.	Could result in additional infrastructure projects identified as critical to achieving the state's water supply management goals.	<b>Support</b> - ACWA, CSDA, Camrosa Water District, Las Virgenes MWD	The District has joined both coalition efforts and written individual letters of support to the relevant policy committees.
Climate resilience bond	SB 867	Allen	Passed Legislature. Will appear on November 2024 ballot.	\$10 billion bond to include \$3.8 billion for safe drinking water, drought, flood, and water resilience programs; \$1.5 billion for wildfire protection; \$1.2 billion for sea level rise resilience; \$450 million for extreme heat mitigation; \$1.2 billion for biodiversity protection; \$300 million for climate resilience and sustainability of agricultural lands; \$700 million for parks and outdoor access; and \$850 million for clean energy.	Support	1	1D - allows District to compete for funding; 2D - supports climate resilience programs.	This bond would provide funding for concrete on-the-ground measures for water programs that may be of benefit to the District and purveyors.	<b>Support</b> - Port of Huenueme, Ventura County Climate Hub Access Fund; <b>Neutral</b> - ACWA	The District has joined both coalition efforts and written individual letters of support to the relevant policy committees.

Topic	Bill No.	Author	Status	Summary	Calleguas Position	Priority (1 - 3)	Calleguas Legislative Priorities	Potential Calleguas or Purveyor Impact	Notable Support / Opposition (partial list)	Calleguas Advocacy
<b>Bills to Watch</b>										
Public works contracts - notification to state	AB 1890	Patterson	Passed Senate Labor, Public Employment and Retirement Committee with a 5-0 vote. In Senate Appropriations Committee.	Would require the awarding body of a public works contract to provide notice to DIR, if there is a change in the identity of a contractor or subcontractor performing the project or, within 30 days, if the total amount of the contract change exceeds \$10,000.			3A - oppose increased costs and local flexibility reduction.	Increases costs to public projects by creating new administrative burdens that would impact Calleguas and purveyors.	<b>Oppose Unless Amended</b> - CSDA Public Works Expert Feedback team.	The District has provided input about this bill on multiple occasions as part of CSDA's Public Works Expert Feedback team.
Urban retail water suppliers: written notice: conservation order: dates	AB 3121	Hart	Passed Assembly. Passed Senate Natural Resources and Water Committee with an 11-0 vote.	Like SB 1110, extends deadlines for compliance with certain Conservation as a California Way of Life regulations as follows: for those urban water suppliers that do not meet their urban water use objective, the earliest date the State Water Resources Control Board (SWRCB) is authorized to issue an informational order is 1/1/26; the earliest date for a written notice is 1/1/27 and the earliest date for a conservation order is 1/1/28.			3C - oppose burdensome/costly water use efficiency regulations that limit local control.	The changes proposed would provide purveyors with appropriate flexibility by extending deadlines for compliance under the Conservation as a CA Way of Life regulation.	<b>Support</b> - League of California Cities	The District has been monitoring this bill and its potential nexus with the Conservation as a California Way of Life regulation.
Low-income water rate assistance program	SB 1255	Durazo	Passed Senate. Passed Assembly Utilities and Energy Committee with an 11-0 vote. In Assembly Appropriations Committee.	Requires, on or before 7/1/27, retail water suppliers that serve over 3,300 residential connections to establish a water rate assistance program (WRAP), as specified, to provide assistance to eligible ratepayers for their water and wastewater bills.			3A - oppose increased costs and local flexibility reduction.	Proposed "opt-out" could create litigation for purveyors and create resident distrust of purveyors.	<b>Support</b> - Community Water Center, LA Waterkeeper, NRDC, Sierra Club <b>Oppose Unless Amended</b> - ACWA, California Municipal Utilities Association, Eastern MWD, Western MWD, IEUA	The District has participated in Metropolitan working group discussions about this bill, solicited feedback from Calleguas purveyors, and conveyed that input to Metropolitan.
Urban retail water supplier: water use	SB 1330	Archuleta	Passed Senate. Passed Assembly Water, Parks and Wildlife with an 11-0 vote. In Assembly Appropriations Committee.	Provides for a number of technical changes to the proposed Conservation as a California Way of Life regulation in response to water supplier concerns. Changes include extension of deadlines, access to mapping data, and variances.			3C - oppose burdensome/costly water use efficiency regulations that limit local control.	The changes proposed would provide purveyors with appropriate flexibility for cost-effective implementation of the Conservation as a CA Way of Life regulation.	<b>Support</b> - ACWA, California Water Association, League of California Cities, Palmdale Water District, Upper San Gabriel Valley MWD	The District has been monitoring this bill and its potential nexus with the Conservation as a California Way of Life regulation.

Topic	Bill No.	Author	Status	Summary	Calleguas Position	Priority (1 - 3)	Calleguas Legislative Priorities	Potential Calleguas or Purveyor Impact	Notable Support / Opposition (partial list)	Calleguas Advocacy
Urban retail water suppliers: informational order: conservation order	SB 1110	Ashby	Passed Senate and then Assembly Water Parks and Wildlife with a 12-0 vote. In Assembly Appropriations Committee.	Like AB 3121, extends deadlines for compliance with certain Conservation as a California Way of Life regulations as follows: for those urban water suppliers that do not meet their urban water use objective, the earliest date the SWRCB is authorized to issue an informational order is 1/1/26; the earliest date for a written notice is 1/1/27 and the earliest date for a conservation order is 1/1/28. Also consolidates reporting requirements and permits suppliers to select either calendar year or fiscal year reporting timeframes.			3C - oppose burdensome/costly water use efficiency regulations that limit local control.	The changes proposed would provide purveyors with appropriate flexibility for a reporting timeframe in the Conservation as a CA Way of Life regulation.	Support - ACWA, California Water Association, California Chamber of Commerce, League of California Cities, California Municipal Utilities Association, Upper San Gabriel Valley MWD	The District has been monitoring this bill and its potential nexus with the Conservation as a California Way of Life regulation.



CALLEGUAS FEDERAL LEGISLATIVE MATRIX										
Topic	Bill No.	Author	Status	Summary	Calleguas Position	Priority (1 - 3)	Calleguas Legislative Priorities	Potential Calleguas or Purveyor Impact	Notable Support / Opposition (partial list)	Calleguas Advocacy
Special Districts Grant Accessibility Act	HR 7525	Fallon	Passed House of Representatives and referred to Senate Homeland Security and Governmental Affairs Committee.	Defines a special district as "a political subdivision of a State, with specified boundaries and significant budgetary autonomy or control, created by or pursuant to the laws of the State, for the purpose of performing limited and specific governmental or proprietary functions that distinguish it as a significantly separate entity from the administrative governance structure of any other form of local government unit within a State."	Support	2	1D - Allows District to compete for fair share of regional, state, and federal funding.	Would allow Calleguas and / or purveyors that are special districts to be eligible for specified federal funding opportunities.	<b>Support</b> - CSDA, Camrosa Water District, Oxnard Harbor District, Ventura River Water District, Western MWD, and 200+ other water/conservation/public agencies	The District has signed onto a coalition effort organized by CSDA.
Perfluoroalkyl or Polyfluoroalkyl (PFAS) Liability	S. 1430	Lummis	In Senate Environment and Public Works Committee.	Would protect water and wastewater systems from Comprehensive Environmental Response, Compensation, and Liability Act liability for PFAS contamination	Support	2	3D - Support "polluter pays" principle.	Would protect Calleguas and purveyors from liability for release of PFAS substances in water or wastewater facilities.	<b>Support</b> - American Public Works Association, American Water Works Association, Water Environment Foundation, Association of Metropolitan Water Agencies	The District sent a letter of support for PFAS liability exemption to Senate leadership in an effort organized by ACWA.
Water Affordability	S. 3830	Padilla	In the Senate Health, Education, Labor, and Pensions Committee.	Establishes and funds a permanent, nationwide water affordability assistance program.	N/A	N/A	1F - Explore and support emerging opportunities in funding and revenue raising mechanisms.	Purveyors could receive federal funding to assist low-income households with drinking water and wastewater treatment bills.	<b>Support</b> - ACWA, California State Association of Counties, League of Cities, 100+ other organizations	The District is exploring advocacy efforts with purveyors at this time.



**May 31, 2024**  
**Financial Statements**

**Calleguas Municipal Water District**  
**Statement of Net Assets**  
**as of May 31, 2024**

	<u>ASSETS</u>	<u>05/31/24</u>
<b>Current Assets:</b>		
<b>Unrestricted Assets</b>		
Cash		\$ 4,920,669
Investments		174,647,791
Accounts Receivable		16,624,753
Interest Receivable		1,359,891
Inventory		62,427,508
Prepaid Expenses		3,071,523
<b>Restricted Current Assets</b>		
Restricted Cash & Investments		281,049
<b>Total Current Assets</b>		<u>263,333,184</u>
<b>Capital Assets:</b>		
Land & Improvements		21,504,418
CIP		60,404,178
Distribution Facilities		586,894,217
Buildings & Improvements		28,517,563
Equipment		28,776,481
Total Capital Assets		<u>726,096,856</u>
Accumulated Depreciation		<u>(255,903,136)</u>
<b>Capital Assets (Net of Accumulated Depreciation)</b>		<u>470,193,720</u>
<b>Total Assets</b>		<u>\$ 733,526,904</u>
Deferred Outflows - Bond Refunding		4,207,176
Deferred Outflows - Pensions		7,074,733
Deferred Outflows - OPEB		1,514,149
<b>Total Deferred Outflows</b>		<u>\$ 12,796,058</u>
<b>Total Assets &amp; Deferred Outflows</b>		<u>\$ 746,322,962</u>

**Calleguas Municipal Water District**  
**Statement of Net Assets**  
**as of May 31, 2024**

	<u>05/31/24</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>	
<b>Current Liabilities:</b>	
Accounts Payable	\$ 16,752,275
Accrued Expenses	189,547
Interest Payable	2,495,048
Retention Payable	1,599,076
Deposits	136,508
Compensated Absences	329,093
Current portion of bonds payable	8,025,000
<b>Total Current Liabilities</b>	<b>29,526,548</b>
<b>Long-Term Liabilities:</b>	
Bonds payable, net of current portion	159,280,349
Compensated Absences	860,483
OPEB Liability	442,959
Pension Liability	9,134,611
<b>Total long-term liabilities</b>	<b>169,718,402</b>
<b>Total Liabilities</b>	<b>199,244,949</b>
Deferred Inflows - Pensions	1,410,124
Deferred Inflows - OPEB	994,558
<b>Total Deferred Inflows</b>	<b>\$ 2,404,682</b>
<b>Total Liabilities &amp; Deferred Inflows</b>	<b>\$ 201,649,631</b>
<b>Net Assets:</b>	
Invested in capital assets, net of related debt	280,002,359
Restricted	9,744,423
Unrestricted	254,926,549
<b>Total Net Assets</b>	<b>544,673,331</b>
<b>Total Liabilities, Deferred Inflows and Net Assets</b>	<b>\$ 746,322,962</b>

**Calleguas Municipal Water District**  
**Income Statement**  
**Comparison for Eleven Months of Budget**

	Eleven Months of FY 2023-24 Budget	Eleven Months Ended 05/31/24	\$ Variance	%
Water Sales	\$ 109,980,858	\$ 97,679,396	\$ (12,301,462)	88.8%
Other Water Revenues	55,000	518,259	463,259	942.3%
Capacity Charge	6,820,380	6,767,993	(52,387)	99.2%
Readiness to serve-purveyors	7,321,880	7,273,989	(47,891)	99.3%
Recycled Water	97,451	69,915	(27,536)	71.7%
Pumping Power Revenue	902,000	1,119,228	217,228	124.1%
Power Generation	229,800	418,018	188,218	181.9%
SMP Fees	879,002	498,436	(380,566)	56.7%
Total Operating Revenues	<u>126,286,371</u>	<u>114,345,235</u>	<u>(11,941,137)</u>	<u>90.5%</u>
Cost of Water	80,801,626	71,690,320	9,111,306	88.7%
Capacity Reservation Charge-MWD	1,905,442	1,889,680	15,762	99.2%
Readiness to serve-MWD	7,647,854	7,652,074	(4,220)	100.1%
Recycled Water	81,804	51,850	29,954	63.4%
Pumping Power	1,584,000	2,022,028	(438,028)	127.7%
Total Cost of Water	<u>92,020,726</u>	<u>83,305,952</u>	<u>8,714,774</u>	<u>90.5%</u>
Salaries	10,237,350	10,048,745	188,605	98.2%
Benefits	4,811,109	4,851,576	(40,467)	100.8%
Fuel and vehicle exp	225,630	156,620	69,010	69.4%
Utilities	325,418	276,171	49,247	84.9%
Operations & Maintenance Supplies	1,131,621	781,103	350,518	69.0%
Office Supplies	284,721	120,057	164,664	42.2%
Outside services	3,092,957	2,227,325	865,632	72.0%
Consultants/Studies	2,698,996	1,183,017	1,515,979	43.8%
Permits, Leases and fees	288,750	327,209	(38,459)	113.3%
Travel & Training	169,954	149,581	20,373	88.0%
Memberships	195,000	202,662	(7,662)	103.9%
Insurance	387,000	379,772	7,228	98.1%
Legal	1,145,834	533,397	612,437	46.6%
Election Costs	0	0	0	N/C
Conservation	1,159,615	541,231	618,384	46.7%
Miscellaneous	1,834	7,990	(6,156)	435.6%
Capital Contributions	0	0	0	N/C
Total Operating Administration Expenses	<u>26,155,789</u>	<u>21,786,456</u>	<u>4,369,333</u>	<u>83.3%</u>
Operating Income	<u>\$ 8,109,856</u>	<u>\$ 9,252,827</u>	<u>\$ 1,142,971</u>	<u>114.1%</u>

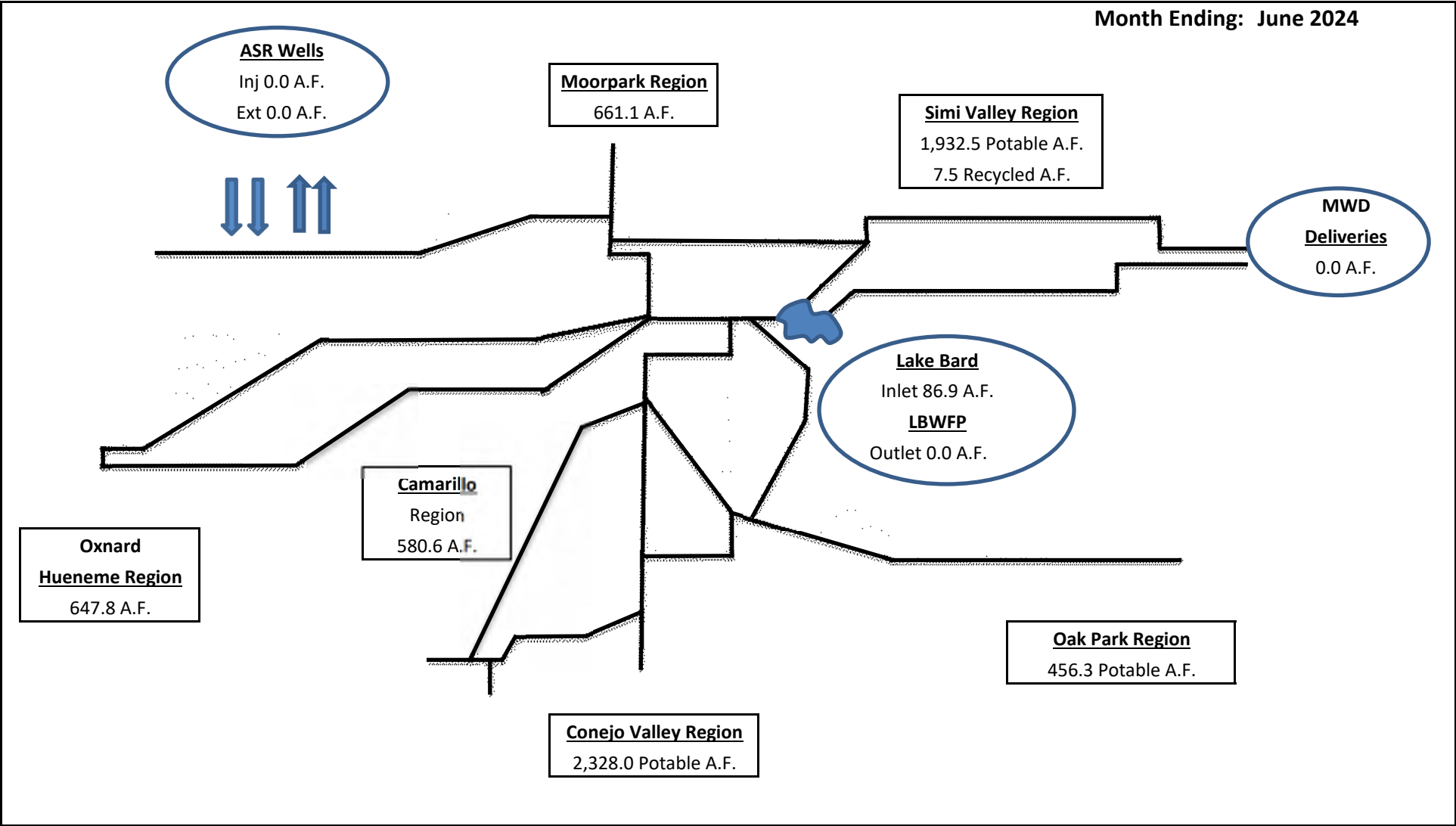
**Calleguas Municipal Water District**  
**Income Statement**  
**Comparison for Eleven Months of Budget**

	Eleven Months of FY 2023-24 Budget	Eleven Months Ended 05/31/24	\$ Variance	%
Operating Income	\$ 8,109,856	\$ 9,252,827	\$ 1,142,971	114.1%
Interest Income	2,864,584	4,688,208	1,823,624	163.7%
G/L on Investments	0	2,715,772	2,715,772	N/C
Water standby charges	1,358,000	1,312,160	(45,840)	96.6%
Tax Revenue	10,623,000	10,537,651	(85,349)	99.2%
Tax Collection, Bank & Bond Fees	(676,242)	(431,873)	244,369	63.9%
Other Income	66,661	67,516	855	101.3%
Interest and redemption expense	(6,477,534)	(6,320,690)	156,844	97.6%
Bond Premium/Discount Amortization	(219,633)	(219,634)	(1)	100.0%
Build America Bond Subsidy	695,670	677,173	(18,497)	97.3%
Total non-operating revenue/Expenses	8,234,506	13,026,284	4,791,778	
Income before Capital, Contributions, & Depreciation	16,344,362	22,279,111	5,934,749	136.3%
Depreciation	(14,025,000)	(12,563,116)	1,461,884	89.6%
Capital Equipment > \$5,000	(811,951)	(434,412)	377,539	53.5%
Project Expense	0	(61,479)	(61,479)	N/C
Gain/(Loss) on Sale of Capital Assets	0	11,100	11,100	N/C
Grant/Capital Contribution Revenue	0	3,159,720	3,159,720	N/C
Capital Related Expenses	(14,836,951)	(9,888,188)	4,948,763	66.6%
Changes in Net Assets	\$ 1,507,411	\$ 12,390,923	\$ 10,883,512	
Net Assets, beginning of year		532,282,408		
Net Assets, end of year		\$ 544,673,331		

**Calleguas Municipal Water District  
Water Use and Sales  
System Usage by Region**

7A9-1 REPORTS

Month Ending: June 2024



**Current Fiscal Year to Date:**

65,253.6	A.F. Potable
59.8	A.F. Recycled
782.3	A.F. SMP Brine
0.1	A.F. SMP Non-Brine

**As of Fiscal Year 06/30/23**

59,758.9	A.F. Potable
57.7	A.F. Recycled
482.6	A.F. SMP Brine
-	A.F. SMP Non-Brine

**As of Fiscal Year 06/30/22**

86,989.8	A.F. Potable
76.2	A.F. Recycled

**Calleguas Municipal Water District  
Revenues from Water Sales  
For the Month of June 2024**

<b>Organization</b>	<b>Water Use Acre Feet</b>	<b>Water Sales</b>	<b>RTS, CRC, Penalties &amp; Pumping Charges</b>	<b>Billing Amount</b>
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**Potable Water**

Berylwood Heights Mutual Water Co.	-	\$ -	\$ 150.00	\$ 150.00
Brandeis Mutual Water Co.	4.5	7,708.75	944.00	8,652.75
Butler Ranch	-	-	151.50	151.50
California American Water Co	1,150.4	1,990,166.38	217,715.00	2,207,881.38
Camarillo, City of	231.0	399,647.47	81,072.00	480,719.47
Camrosa Water District	348.8	603,399.34	79,180.00	682,579.34
Crestview Mutual Water Co.	-	-	1,752.00	1,752.00
Ventura Co WWD #38	146.4	253,221.01	18,555.97	271,776.98
Solano Verde Mutual Water	21.8	37,650.14	5,854.00	43,504.14
Oak Park Water Service	155.3	268,674.40	52,372.89	321,047.29
Oxnard, City of	647.8	1,120,631.73	168,862.00	1,289,493.73
Pleasant Valley Mutual Water Co.	0.8	1,322.52	3,676.00	4,998.52
California Water Service Co.	524.4	907,221.37	137,741.17	1,044,962.54
Simi Valley, City of	1,517.5	2,625,240.13	285,022.17	2,910,262.30
Golden State Water	410.5	710,221.40	75,075.00	785,296.40
Thousand Oaks, City of	786.0	1,359,801.45	149,692.00	1,509,493.45
Ventura Co WWD #1	651.3	1,126,821.64	137,152.66	1,263,974.30
Ventura Co WWD #19	9.8	17,018.02	3,692.00	20,710.02
<b>Potable Total</b>	<b>6,606.3</b>	<b>\$ 11,428,745.75</b>	<b>\$ 1,418,660.36</b>	<b>\$ 12,847,406.11</b>

<b>Potable 2023</b>	5,765.0
<b>Potable 2022</b>	6,618.4

<b>Organization</b>	<b>Water Use Acre Feet</b>	<b>Water Sales</b>	<b>Pumping Charges</b>	<b>Billing Amount</b>
---------------------	--------------------------------	--------------------	------------------------	-----------------------

**Recycled Water**

Simi Valley, City of (Rec)	7.5	10,285.59	-	10,285.59
<b>Recycled Sales Total</b>	<b>7.5</b>	<b>\$ 10,285.59</b>	<b>\$ -</b>	<b>\$ 10,285.59</b>

<b>Recycled 2023</b>	5.8
<b>Recycled 2022</b>	13.2



**Calleguas Municipal Water District  
Revenues from Other Water Sales & SMP  
For the Month of June 2024**

Organization	Water Use Acre Feet	Water Sales	RTS, CRC, Penalties & Pumping Charges	Billing Amount
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**Construction Water Sales**

Environmental Construction		\$	\$	\$
MMC		\$	\$	\$
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
<b>Construction Water Sales Total</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Organization	Discharge Acre Feet	Water Sales	Const Replacement, Maint Fee & Penalties	Billing Amount
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**SMP Brine Discharge**

Camrosa	22.4	\$ 15,323.38	\$ 2,780.26	\$ 18,103.64
Oxnard		\$ -	\$ -	\$ -
Camarillo	53.0	\$ 36,214.04	\$ 297.44	\$ 36,511.48
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
<b>Total SMP Discharge</b>	<b>75.4</b>	<b>\$ 51,537.42</b>	<b>\$ 3,077.70</b>	<b>\$ 54,615.12</b>

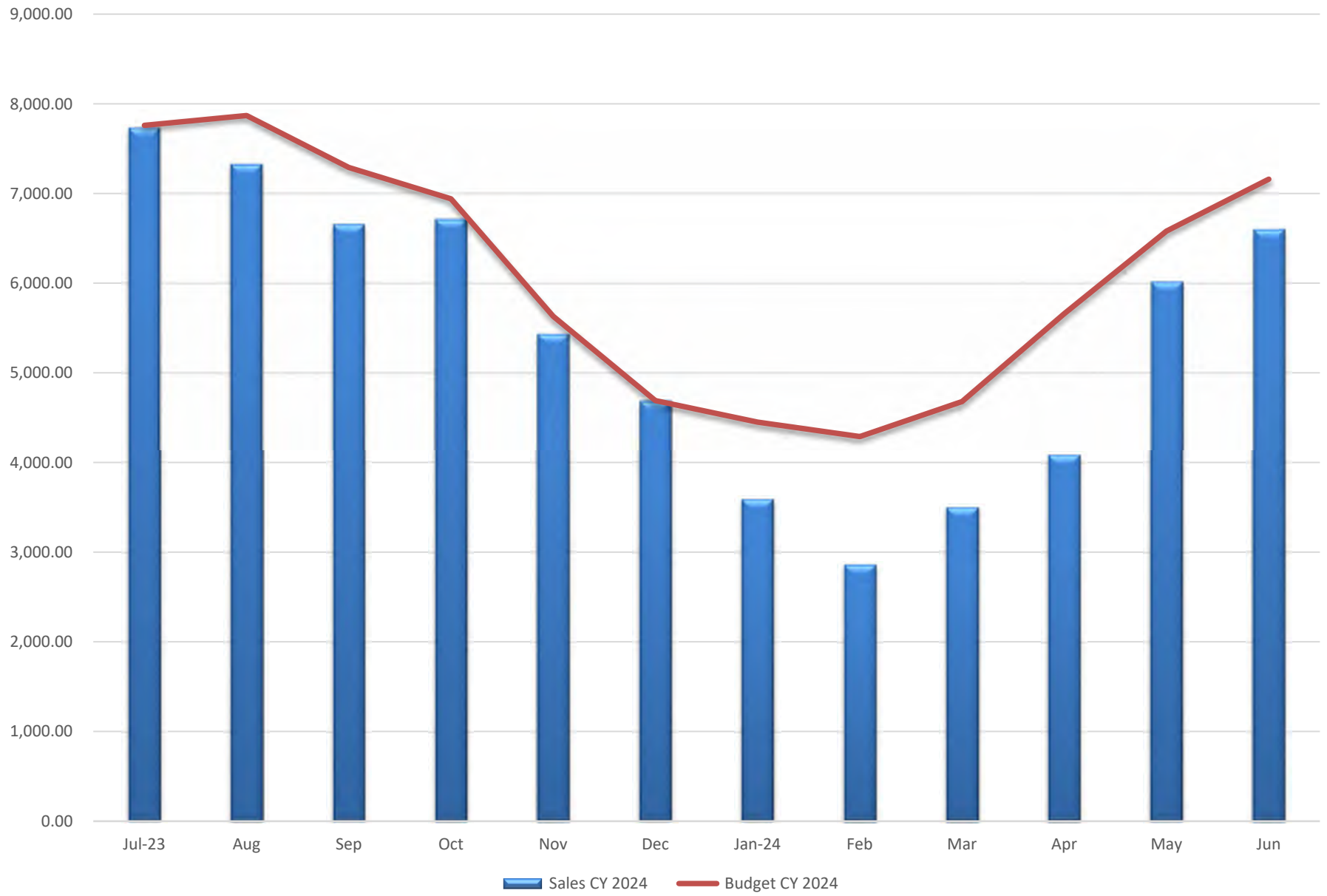
SMP Brine 2023

**SMP Non-Brine Discharge**

Camrosa		\$ -	\$ -	\$ -
Oxnard		\$ -	\$ -	\$ -
Camarillo		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
<b>Total SMP Discharge</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

SMP Non-Brine 2023

### Sales vs Budget Last 12 Months



**Calleguas Municipal Water District  
Record Of Power Generation  
Revenue Summary  
Fiscal Year 2023-24**

**May 1, 2024 to May 31, 2024**

Hours Possible Generating:	3,720
Hours On Line - Generating:	1,390
Hours Off Line - Flow Conditions:	1,584
Hours Off Line - Maintenance:	748
Hours Off Line - Power Loss:	0

<b>Monthly Revenue - FY 2023-24</b>	
July - 2023	\$ 120,462.53
August	72,072.53
September	94,225.28
October	62,673.90
November	38,439.22
December	21,078.00
January - 2024	5,619.59
February	(718.79)
March	473.41
April	3,871.24
May	45,272.23
June	
<b>FY 2023-24 Total</b>	<b>\$ 463,469.14</b>

**FY 2023-24 Budget                    300,000.00**

<b>Monthly Revenue - FY 2022-23</b>	
July - 2022	\$ 37,070.98
August	2,062.47
September	164.63
October	753.05
November	(271.09)
December	(152.85)
January - 2023	(14.16)
February	796.38
March	7,219.09
April	8,004.99
May	36,722.94
June	
<b>FY 2022-23 Total</b>	<b>\$ 92,356.43</b>

**ANNUAL REVENUE**

**FY 2022-23 Total                    169,954.19**

**FY 2021-22 Total                    456,746.87**

**FY 2020-21 Total                    673,148.24**

**Calleguas Municipal Water District  
Record Of Power Generation  
Conejo Pump Station  
Fiscal Year 2023-24**

**May 1, 2024 to May 31, 2024**

Hours Possible Generating:	744
Hours On Line - Generating:	0
Hours Off Line - Flow Conditions:	744
Hours Off Line - Maintenance:	0
Hours Off Line - Power Loss:	0

<u>Monthly Revenue - FY 2023-24</u>	<u>Estimated Monthly Cost Savings - FY 2023-24</u>	<u>Monthly Revenue - FY 2022-23</u>
July - 2023	\$ 3,652.18	July - 2022 \$ 0.00
August	4,894.15	August 0.00
September	2,253.54	September 0.00
October	69.98	October 0.00
November	0.00	November 0.00
December	0.00	December 0.00
January - 2024	0.00	January - 2023 0.00
February	0.00	February 1.68
March	0.00	March 0.00
April	0.00	April 0.00
May	0.00	May 0.00
June		June 890.68
<b>FY 2023-24 Total \$ 10,869.85</b>	<b>FY 2023-24 Total \$ 22,805.00</b>	<b>FY 2022-23 Total \$ 892.36</b>

<u>ESTIMATED COST SAVINGS</u>	<u>ANNUAL REVENUE</u>
<b>FY 2022-23 Total \$ 1,148.00</b>	<b>FY 2022-23 Total \$ 892.36</b>
<b>FY 2021-22 Total \$ 19,736.00</b>	<b>FY 2021-22 Total \$ 7,828.83</b>

**Calleguas Municipal Water District  
Record Of Power Generation  
East Portal  
Fiscal Year 2023-24**

**May 1, 2024 to May 31, 2024**

Hours Possible Generating:	744
Hours On Line - Generating:	741
Hours Off Line - Flow Conditions:	0
Hours Off Line - Maintenance:	4
Hours Off Line - Power Loss:	0

<b>Monthly Revenue - FY 2023-24</b>	
July - 2023	\$ 91,842.59
August	81,508.92
September	75,779.41
October	46,029.29
November	29,014.78
December	14,452.02
January - 2024	0.00
February	0.00
March	0.00
April	2,343.17
May	38,941.38
June	0.00
<b>FY 2023-24 Total</b>	<b>\$ 379,911.56</b>

<b>Monthly Revenue - FY 2022-23</b>	
July - 2022	\$ 23,451.74
August	0.00
September	0.00
October	0.00
November	0.00
December	0.00
January - 2023	0.00
February	0.00
March	0.00
April	6,649.17
May	33,050.31
June	66,214.03
<b>FY 2022-23 Total</b>	<b>\$ 129,365.25</b>

**ANNUAL REVENUE**

<b>FY 2021-22 Total</b>	<b>\$ 303,122.01</b>
<b>FY 2020-21 Total</b>	<b>\$ 521,107.83</b>
<b>FY 2019-20 Total</b>	<b>\$ 616,724.23</b>

**Calleguas Municipal Water District  
Record Of Power Generation  
Santa Rosa  
Fiscal Year 2023-24**

**May 1, 2024 to May 31, 2024**

Hours Possible Generating:	744
Hours On Line - Generating:	3
Hours Off Line - Flow Conditions:	742
Hours Off Line - Maintenance:	0
Hours Off Line - Power Loss:	0

<b>Monthly Revenue - FY 2023-24</b>	
July - 2023	\$ 2,706.07
August	3,011.62
September	1,892.42
October	2,239.12
November	708.17
December	13.29
January - 2024	41.23
February	23.80
March	156.50
April	74.93
May	27.70
June	
<b>FY 2023-24 Total</b>	<b>\$ 10,894.85</b>

<b>Monthly Revenue - FY 2022-23</b>	
July - 2022	\$ 776.98
August	352.99
September	0.00
October	825.30
November	99.94
December	0.00
January - 2023	62.46
February	0.00
March	0.00
April	106.80
May	0.00
June	124.23
<b>FY 2022-23 Total</b>	<b>\$ 2,348.70</b>

**ANNUAL REVENUE**

<b>FY 2021-22 Total</b>	<b>\$ 7,598.93</b>
<b>FY 2020-21 Total</b>	<b>\$ 14,115.14</b>
<b>FY 2019-20 Total</b>	<b>\$ 36,264.11</b>

**Calleguas Municipal Water District  
Record Of Power Generation  
Springville  
Fiscal Year 2023-24**

**May 1, 2024 to May 31, 2024**

Hours Possible Generating:	744
Hours On Line - Generating:	0
Hours Off Line - Flow Conditions:	0
Hours Off Line - Maintenance:	744
Hours Off Line - Power Loss:	0

<b>Monthly Revenue - FY 2023-24</b>		<b>Revenues</b>	<b>Fees</b>	<b>Monthly Revenue - FY 2022-23</b>	
July - 2023	\$ 8,311.68	\$ 8,478.94	\$ (167.26)	July - 2022	\$ 5,579.15
August	(25,904.96)	5,381.35	(31,286.31)	August	1,697.42
September	2,666.76	2,875.23	(208.47)	September	164.63
October	6,199.89	6,736.56	(536.67)	October	(72.25)
November	3,158.60	3,158.60	0.00	November	(371.03)
December	92.18	721.92	(629.74)	December	(214.25)
January - 2024	(336.50)	239.54	(576.04)	January - 2023	(167.72)
February	(1,145.64)	0.00	(1,145.64)	February	(562.22)
March	(178.89)	0.00	(178.89)	March	345.70
April	0.00	0.00	0.00	April	940.45
May	(178.89)	0.00	(178.89)	May	(234.54)
June				June	2,440.64
<b>FY 2023-24 Total</b>	<b>\$ (7,315.77)</b>	<b>\$ 27,592.14</b>	<b>\$ (34,907.91)</b>	<b>FY 2022-23 Total</b>	<b>\$ 9,545.98</b>

**ANNUAL REVENUE**

<b>FY 2021-22 Total</b>	<b>\$ 70,145.01</b>
<b>FY 2020-21 Total</b>	<b>\$ 60,788.34</b>
<b>FY 2019-20 Total</b>	<b>\$ 90,265.88</b>

**Calleguas Municipal Water District  
Record Of Power Generation  
Grandsen Pump Station  
Fiscal Year 2023-24**

**May 1, 2024 to May 31, 2024**

Hours Possible Generating:	744
Hours On Line - Generating:	646
Hours Off Line - Flow Conditions:	98
Hours Off Line - Maintenance:	0
Hours Off Line - Power Loss:	0

<b>Monthly Revenue - FY 2023-24</b>	
July - 2023	\$ 13,950.01
August	8,562.80
September	11,633.15
October	8,135.62
November	5,557.67
December	6,520.51
January - 2024	5,914.86
February	403.05
March	495.80
April	1,453.14
May	6,482.04
June	
<b>FY 2023-24 Total</b>	<b>\$ 69,108.65</b>

<b>Monthly Revenue - FY 2022-23</b>	
July - 2022	\$ 7,263.11
August	12.06
September	0.00
October	0.00
November	0.00
December	61.40
January - 2023	91.10
February	1,356.92
March	6,873.39
April	308.57
May	3,907.17
June	7,928.18
<b>FY 2022-23 Total</b>	<b>\$ 27,801.90</b>

<b>ANNUAL REVENUE</b>	
<b>FY 2021-22 Total</b>	<b>\$ 68,052.09</b>
<b>FY 2020-21 Total</b>	<b>\$ 76,711.53</b>
<b>FY 2019-20 Total</b>	<b>\$ 48,923.13</b>



## Calleguas Municipal Water District Cash & Investment Summary May 31, 2024

Account	Balance	Interest Rate
<b><u>Pooled Investment Accounts</u></b>		
LAIF	\$ 4,319,295.49	4.33%
Ventura County Pool	23,944.62	4.41%
<b>Total Pooled Investments</b>	<b>\$ 4,343,240.11</b>	
<b><u>Other Investments</u></b>		
Chandler Asset Management (US Bank)	\$ 170,775,656.67	5.04%
<b><u>Restricted Investments</u></b>		
US Bank - 2008 Series A	17,375.66	
Wells Fargo Bank - 2010 Series A & B Payment Acct	5,424.65	
US Bank - 2021 Payment Fund	914.08	
US Bank - 2014 Series A Payment Acct	0.10	
US Bank - 2016 Series A Payment Acct	1.04	
<b>Total Restricted Investments</b>	<b>\$ 23,715.53</b>	
<b>Total - All Investments</b>	<b>\$ 175,142,612.31</b>	
<b>Cash Balance</b>	<b>4,240,299.49</b>	
<b>Total Cash and Investments</b>	<b>\$ 179,382,911.80</b>	

### Pooled Investment Summary

<b><u>Ventura County Pool</u></b>		
Balance as of April 30, 2024	\$	20,136.84
Current Month Activity:		
Interest Paid		3,807.78
Transfer to General Fund Checking		-
Balance on Hand as of May 31, 2024	<u>\$</u>	<u>23,944.62</u>

<b><u>Local Agency Investment Fund (LAIF)</u></b>		
Balance as of April 30, 2024	\$	4,319,295.49
Current Month Activity:		
Interest Paid		-
Transfer to General Fund Checking		-
Balance on Hand as of May 31, 2024	<u>\$</u>	<u>4,319,295.49</u>

All investments are in conformity with the Investment Policy of Calleguas Municipal Water District.  
The cash & investments provide sufficient cash flow liquidity to meet all the estimated expenditures for the next six months.

**Calleguas Municipal Water District  
Investment Listing  
5/31/2024**

CUSIP	Issuer	Amount	Coupon Rate	Maturity Date	Cost	Book Value	Market Value	Accrued Balance	S&P	Market YTM	Purchase	Duration	Security Type
02582JJT8	American Express Company	1,690,000.00	3.39	5/15/2025	1,689,626.17	1,689,830.23	1,656,962.19	2,546.27	AAA	5.541	3.422	0.917	ABS
05593AAC3	Bmw Vehicle Lease Trust 2023-1	238,099.65	5.16	11/25/2025	238,093.98	238,096.62	237,598.87	204.77	AAA	5.707	5.432	0.398	ABS
05592XAD2	Bmw Vehicle Owner Trust 2023-A	335,000.00	5.47	2/25/2028	334,940.64	334,951.89	335,230.48	305.41	AAA	5.473	5.474	1.397	ABS
161571HT4	Chase Issuance Trust, Series 2023-1	1,885,000.00	5.16	9/15/2028	1,884,477.48	1,884,551.84	1,881,912.94	4,322.93	AAA	5.287	5.166	2.106	ABS
12598AAC4	Cnh Equipment Trust 2021-A	166,114.42	0.4	12/15/2025	166,075.58	166,104.78	164,133.98	29.53	AAA	5.419	0.624	0.235	ABS
34532NAC9	Ford Credit Auto Owner Trust	106,208.96	0.3	8/15/2025	106,200.01	106,207.33	105,765.65	14.16	AAA	5.740	0.305	0.076	ABS
379929AD4	Gm Financial Automobile Leasing	400,000.00	5.38	11/20/2026	399,952.04	399,963.71	399,549.44	657.56	AAA	5.523	5.384	1.184	ABS
362585AC5	Gm Financial Consumer Automobile	477,628.65	3.1	2/16/2027	477,528.83	477,577.42	470,352.07	616.94	AAA	5.357	3.129	0.676	ABS
43815JAC7	Honda Auto Receivables 2023-1	500,000.00	5.04	4/21/2027	499,907.10	499,935.45	497,655.40	700.00	NA	5.508	5.089	1.095	ABS
438123AC5	Honda Auto Receivables 2023-4	585,000.00	5.67	6/21/2028	584,896.98	584,909.56	589,493.09	921.38	NA	5.294	5.744	1.752	ABS
43815EAC8	Honda Motor Co., Ltd.	120,143.23	0.41	11/18/2025	115,750.49	118,575.25	118,161.75	17.79	AAA	5.847	2.999	0.301	ABS
448979AD6	Hyundai Auto Receivables Trust 2023-	905,000.00	4.58	4/15/2027	904,911.67	904,936.77	896,058.69	1,842.18	AAA	5.501	5.139	1.112	ABS
47788UAC6	John Deere Owner Trust 2021	161,214.64	0.36	9/15/2025	161,183.65	161,207.42	159,910.78	25.79	NA	5.802	0.372	0.147	ABS
47800BAC2	John Deere Owner Trust 2022-C	1,315,000.00	5.09	6/15/2027	1,314,897.96	1,314,934.64	1,309,545.91	2,974.82	NA	5.635	5.147	0.815	ABS
58768PAC8	Mercedes-Benz Auto Receivables	1,870,000.00	5.21	8/16/2027	1,869,630.11	1,869,753.21	1,865,132.02	4,330.09	AAA	5.566	5.275	0.820	ABS
89240BAC2	Toyota Auto Receivables 2021-A	4,981.28	0.26	5/15/2025	4,878.54	4,954.69	4,978.84	0.58	NA	1.424	2.383	0.041	ABS
3133EPDJ1	Farm Credit System	3,600,000.00	4.375	9/15/2027	3,668,976.00	3,650,791.03	3,566,224.51	33,250.00	AA+	4.684	3.903	3.000	Agency
3133EPQC2	Farm Credit System	1,750,000.00	4.625	7/17/2026	1,749,160.00	1,749,399.23	1,740,067.91	30,126.74	AA+	4.906	4.642	1.969	Agency
3133EP7C3	Farm Credit System	4,200,000.00	4.625	4/1/2026	4,169,928.00	4,171,300.76	4,177,639.49	32,375.00	AA+	4.929	5.019	1.724	Agency
3133EPBM6	Farm Credit System	3,500,000.00	4.125	8/23/2027	3,468,430.00	3,477,295.81	3,443,052.73	39,302.08	AA+	4.672	4.348	2.951	Agency
3133EPUN3	Farm Credit System	3,000,000.00	4.5	8/28/2028	3,022,140.00	3,018,802.01	2,990,227.62	34,875.00	AA+	4.584	4.319	3.778	Agency
3133ENZ94	Farm Credit System	880,000.00	4.5	11/18/2024	879,067.20	879,783.07	876,232.53	1,430.00	AA+	5.437	4.552	0.452	Agency
3133ENV72	Farm Credit System	3,100,000.00	4.5	7/27/2026	3,099,845.00	3,099,910.75	3,074,363.81	48,050.00	AA+	4.906	4.501	1.998	Agency
3133EPBJ3	Farm Credit System	3,500,000.00	4.375	2/23/2026	3,476,513.00	3,486,406.79	3,466,876.53	41,684.03	AA+	4.949	4.618	1.624	Agency
3133ENKS8	Farm Credit System	1,000,000.00	1.125	1/6/2025	997,750.00	999,548.35	976,189.21	4,531.25	AA+	5.224	1.201	0.579	Agency
3130ALHH0	Federal Home Loan Banks	3,500,000.00	0.96	3/5/2026	3,251,500.00	3,387,332.63	3,268,480.15	8,026.67	AA+	4.927	2.883	1.704	Agency
3130AXQK7	Federal Home Loan Banks	3,000,000.00	4.75	12/8/2028	3,090,990.00	3,084,681.22	3,015,620.73	82,333.33	AA+	4.621	4.053	3.922	Agency
3130ATS57	Federal Home Loan Banks	3,600,000.00	4.5	3/10/2028	3,697,488.00	3,674,302.25	3,598,911.29	36,450.00	AA+	4.507	3.892	3.403	Agency
3130ATUS4	Federal Home Loan Banks	3,500,000.00	4.25	12/10/2027	3,576,580.00	3,555,557.19	3,450,690.22	70,656.25	AA+	4.688	3.751	3.169	Agency
3130AEB25	Federal Home Loan Banks	4,000,000.00	3.25	6/9/2028	3,858,720.00	3,885,146.47	3,810,732.36	62,111.11	AA+	4.550	4.045	3.652	Agency
3134GW4C7	FHLMC	3,000,000.00	0.8	10/27/2026	2,614,500.00	2,772,687.04	2,724,063.84	2,266.67	AA+	4.900	4.237	2.327	Agency
3137FQXJ7	FHLMC	1,000,000.00	2.525	10/25/2026	958,398.44	976,338.76	944,266.60	2,104.17	AA+	5.104	3.611	2.147	Agency
CCYUSD	Cash	14,287.33	0	5/31/2024	14,287.33	14,287.33	14,287.33	0.00	AAA	0.000	0.000	0.000	Cash
023135CE4	Amazon.com, Inc.	1,865,000.00	3	4/13/2025	1,865,844.65	1,865,249.23	1,829,161.30	7,460.00	AA	5.293	2.983	0.837	Corporate
06406RAQ0	BNY Mellon Corp	2,000,000.00	0.75	1/28/2026	1,850,460.00	1,935,500.90	1,857,002.62	5,125.00	A	5.310	2.788	1.604	Corporate
14913R2Z9	Caterpillar Inc.	2,335,000.00	3.65	8/12/2025	2,332,174.65	2,333,873.47	2,290,338.78	25,804.99	A	5.315	3.692	1.140	Corporate
17275RBQ4	Cisco Systems, Inc.	3,000,000.00	4.8	2/26/2027	2,998,410.00	2,998,545.29	2,990,889.87	38,000.00	AA-	4.917	4.819	2.504	Corporate
24422EWF2	Deere & Company	520,000.00	3.4	6/6/2025	519,880.40	519,959.62	511,540.24	8,594.44	A	5.066	3.407	0.964	Corporate
24422EXB0	Deere & Company	2,000,000.00	4.95	7/14/2028	1,948,660.00	1,955,211.51	1,996,775.36	37,675.00	A	4.992	5.574	3.618	Corporate
438516CJ3	Honeywell International Inc.	1,675,000.00	4.95	2/15/2028	1,706,758.00	1,698,420.20	1,683,575.30	24,413.13	A	4.795	4.516	3.237	Corporate
440452AG5	Hormel Foods Corporation	1,000,000.00	0.65	6/3/2024	999,820.00	999,999.67	1,000,000.00	3,213.89	A-	0.648	0.656	0.006	Corporate
46647PDG8	JPMorgan Chase & Co.	2,200,000.00	4.851	7/25/2028	2,095,060.00	2,111,923.99	2,171,337.50	37,352.70	A-	5.761	6.296	2.834	Corporate
57629W6F2	Massachusetts Mutual Life Insurance	2,000,000.00	4.5	4/10/2026	1,998,620.00	1,999,144.75	1,974,033.84	12,750.00	AA+	5.239	4.525	1.747	Corporate
57636QAW4	Mastercard Incorporated	2,000,000.00	4.875	3/9/2028	2,029,460.00	2,028,104.80	2,008,084.88	22,208.33	A+	4.755	4.456	3.306	Corporate
61747YET8	Morgan Stanley	2,500,000.00	4.679	7/17/2026	2,525,350.00	2,509,611.48	2,472,120.25	43,540.69	A-	6.321	4.315	1.063	Corporate
637432NG6	National Rural Utilities Cooperative	1,505,000.00	3.25	11/1/2025	1,485,082.00	1,488,922.53	1,460,762.96	4,076.04	A-	5.431	4.044	1.356	Corporate
665859AW4	Northern Trust Corporation	820,000.00	4	5/10/2027	818,671.60	819,219.40	797,821.68	1,913.33	A+	4.999	4.034	2.728	Corporate
66815L2J7	Northwestern Mutual Global Funding	2,410,000.00	4	7/1/2025	2,409,180.60	2,409,704.69	2,375,438.46	40,166.67	AA+	5.377	4.011	1.026	Corporate
69371RR81	PACCAR Inc	2,165,000.00	3.15	6/13/2024	2,164,502.05	2,164,991.83	2,163,629.12	31,825.50	A+	4.979	3.160	0.033	Corporate
69371RR73	PACCAR Inc	1,810,000.00	2.85	4/7/2025	1,809,529.40	1,809,866.89	1,771,487.15	7,737.75	A+	5.441	2.858	0.821	Corporate
713448FW3	PepsiCo, Inc.	680,000.00	5.125	11/10/2026	679,816.40	679,850.57	682,847.37	2,032.92	A+	4.939	5.135	2.191	Corporate
713448FL7	PepsiCo, Inc.	1,000,000.00	3.6	2/18/2028	968,490.00	969,930.33	959,413.76	10,300.00	A+	4.805	4.491	3.387	Corporate
713448FQ6	PepsiCo, Inc.	475,000.00	4.55	2/13/2026	474,724.50	474,843.36	471,325.59	6,483.75	A+	5.026	4.571	1.594	Corporate
74340XBU4	Prologis, Inc.	1,000,000.00	3.25	6/30/2026	925,320.00	957,413.88	960,915.73	13,631.94	A	5.254	5.522	1.951	Corporate
437076CM2	The Home Depot, Inc.	985,000.00	2.7	4/15/2025	983,276.25	984,507.94	962,517.64	3,398.25	A	5.410	2.758	0.843	Corporate
437076CV2	The Home Depot, Inc.	2,300,000.00	4.95	9/30/2026	2,336,179.00	2,330,396.29	2,294,708.69	19,291.25	A	5.053	4.323	2.161	Corporate
89236TKF1	Toyota Motor Corporation	910,000.00	3.65	8/18/2025	909,181.00	909,668.96	892,358.88	9,503.18	A+	5.315	3.681	1.156	Corporate
91159HHX1	U.S. Bancorp	2,000,000.00	2.4	7/30/2024	2,049,260.00	2,001,494.40	1,989,499.14	16,133.33	A	5.535	1.379	0.165	Corporate
91324PCW0	UnitedHealth Group Incorporated	2,200,000.00	3.45	1/15/2027	2,121,196.00	2,128,169.14	2,116,153.38	28,673.33	A+	5.018	4.796	2.433	Corporate
94975P405	Allspring Group Holdings LLC	4,361,489.09	5.17	5/31/2024	4,361,489.09	4,361,489.09	4,361,489.09	0.00	AAA	5.170	5.170	0.000	Money Market Fund
4581X0EE4	Inter-American Development Bank	2,500,000.00	3.25	7/1/2024	2,499,800.00	2,499,991.79	2,495,628.18	33,854.17	AAA	5.286	3.253	0.083	Supranational
4581X0EKO	Inter-American Development Bank	3,410,000.00	4.5	5/15/2026	3,407,374.30	3,408,206.78	3,380,060.75	6,820.00	AAA	4.976	4.531	1.844	Supranational

**Calleguas Municipal Water District  
Investment Listing  
5/31/2024**

CUSIP	Issuer	Amount	Coupon Rate	Maturity Date	Cost	Book Value	Market Value	Accrued Balance	S&P	Market YTM	Purchase	Duration	Security Type
91282CDH1	United States	3,700,000.00	0.75	11/15/2024	3,546,074.22	3,673,444.62	3,625,385.73	1,281.93	AA+	5.272	2.365	0.446	US Treasury
91282CEU1	United States	3,100,000.00	2.875	6/15/2025	3,077,078.13	3,086,847.43	3,028,463.87	41,153.35	AA+	5.179	3.305	0.994	US Treasury
912828YQ7	United States	4,000,000.00	1.625	10/31/2026	3,738,945.31	3,844,329.98	3,716,406.24	5,652.17	AA+	4.766	3.355	2.319	US Treasury
91282CCX7	United States	4,000,000.00	0.375	9/15/2024	3,810,625.00	3,976,045.64	3,944,140.64	3,179.35	AA+	5.247	2.499	0.286	US Treasury
91282CFK2	United States	3,800,000.00	3.5	9/15/2025	3,726,968.75	3,768,209.13	3,725,039.07	28,190.22	AA+	5.094	4.192	1.233	US Treasury
91282CGA3	United States	4,900,000.00	4	12/15/2025	4,836,246.09	4,855,042.52	4,826,500.00	90,502.73	AA+	5.022	4.632	1.446	US Treasury
912797GK7	United States	2,500,000.00	0	8/8/2024	2,442,220.00	2,475,746.67	2,475,960.43	0.00	A-1+	5.150	5.345	0.187	US Treasury
91282CAB7	United States	4,000,000.00	0.25	7/31/2025	3,680,468.75	3,885,785.72	3,783,437.52	3,351.65	AA+	5.084	2.805	1.137	US Treasury
91282CEF4	United States	4,000,000.00	2.5	3/31/2027	3,698,593.75	3,751,712.40	3,770,781.24	16,939.89	AA+	4.682	4.910	2.676	US Treasury
912828XB1	United States	4,000,000.00	2.125	5/15/2025	3,920,468.75	3,975,110.72	3,886,992.20	3,926.63	AA+	5.190	2.803	0.927	US Treasury
91282CDS7	United States	1,500,000.00	1.125	1/15/2025	1,493,378.91	1,498,608.66	1,462,412.12	6,397.66	AA+	5.260	1.276	0.605	US Treasury
91282CED9	United States	3,000,000.00	1.75	3/15/2025	2,922,421.88	2,979,015.15	2,920,501.35	11,127.72	AA+	5.211	2.671	0.766	US Treasury
91282CDN8	United States	3,800,000.00	1	12/15/2024	3,546,320.31	3,738,149.88	3,714,833.98	17,546.45	AA+	5.255	4.171	0.525	US Treasury
9128285J5	United States	3,650,000.00	3	10/31/2025	3,618,490.23	3,636,712.44	3,549,054.69	9,521.74	AA+	5.047	3.270	1.359	US Treasury
9128286B1	United States	4,000,000.00	2.625	2/15/2029	3,717,953.13	3,727,099.03	3,680,468.76	30,865.38	AA+	4.527	4.244	4.314	US Treasury
91282CDB4	United States	3,000,000.00	0.625	10/15/2024	2,855,976.56	2,978,475.62	2,948,583.99	2,407.79	AA+	5.290	2.610	0.367	US Treasury
91282CFW6	United States	3,600,000.00	4.5	11/15/2025	3,618,843.75	3,609,273.71	3,572,437.50	7,483.70	AA+	5.050	4.308	1.389	US Treasury
91282CDZ1	United States	3,000,000.00	1.5	2/15/2025	2,903,789.06	2,975,877.41	2,921,865.24	13,228.02	AA+	5.289	2.673	0.687	US Treasury
---	---	<b>174,080,167.24</b>	<b>3.22</b>	<b>05/21/2026</b>	<b>170,775,656.67</b>	<b>172,429,761.02</b>	<b>170,304,550.99</b>	<b>1,343,818.44</b>	<b>AA-</b>	<b>5.042</b>	<b>3.919</b>	<b>1.700</b>	<b>---</b>

Investment Type	Code	Total	%	Allowed
Treasury Obligations	US Treasury	61,154,862.58	35%	100%
Municipal Securities	Municipal Bonds	-	0%	20%
Medium Term Corporate Notes	Corporate	43,004,906.50	25%	30%
Federal Agency Bonds	Agency	45,579,985.64	26%	100%
Negotiable CD	Negotiable CD	-	0%	30%
Suprational	Supranational	5,907,174.30	3%	10%
Commercial Paper	Commercial Paper	-	0%	25%
Asset Backed Securities	ABS	10,752,951.23	6%	15%
Money Market Funds	Money Market Fund	4,361,489.09	2%	20%
Investment Cash	Cash	14,287.33	0%	20%
LAIF	LAIF	4,319,295.49	2%	15%
VC Pool	Investment Pool	23,944.62	0%	15%
	Restricted Inv	23,715.53	0%	
		<b>175,142,612.31</b>	<b>100%</b>	

## Upcoming Meetings

This table includes meetings that can be attended by all Board members.

In order to ensure Brown Act compliance, a majority of members should not discuss Calleguas specific issues at meetings other than designated Calleguas Board Meetings.

AWA Water Issues	Tue. 7/16, 8:00 a.m.	1701 Lombard Street, Oxnard Hybrid Event
Finance Committee Meeting	Tue. 7/16, 1:00 p.m.	2100 Olsen Road, Thousand Oaks IN PERSON ONLY
CoLAB WHEEL Meeting* Speaker: Susan Curtis, Assistant Planning Director, Ventura County Resource Management Agency	Wed. 7/17, 12:00 p.m.	1672 Donlon Street, Ventura Hybrid Event
Calleguas Board Meeting	Wed. 7/17, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
AWA WaterWise* "Two Agencies Commit to Shared Goal of Water Sustainability"	Thu. 7/18, 8:00 a.m.	1701 Lombard Street, Oxnard Hybrid Event
AWA CCWUC*	Wed. 7/24, 11:30 a.m.	816 Camarillo Springs Rd., Camarillo IN PERSON ONLY
Calleguas Purveyor Meeting	Thu. 7/25, 10:00 a.m.	2100 Olsen Road, Thousand Oaks IN PERSON ONLY
VCSDA*	Tue. 8/6, 5:30 p.m.	Camarillo Health Care District 3639 Las Posas Rd., Ste. 117, Camarillo
<b>AWA-DARK IN AUGUST</b>		
Calleguas Board Meeting	Wed. 8/7, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
ACWA Region 8 Event - "Women in Water"*	Wed. 8/21, 1:00 p.m.	Brookside Golf Club, Pasadena
Calleguas Purveyor Meeting	Thu. 8/22, 10:00 a.m.	2100 Olsen Road, Thousand Oaks IN PERSON ONLY
Calleguas Special Board Meeting	Thu. 8/22, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
Calleguas Board Meeting	Wed. 9/4, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
Community Leaders Briefing*	Mon. 9/16, 1:00 p.m.	TBD IN PERSON ONLY

AWA Water Issues	Tue. 9/17, 8:00 a.m.	1701 Lombard Street, Oxnard Hybrid Event
CoLAB WHEEL Meeting*	Wed. 8/18, 12:00 p.m.	1672 Donlon Street, Ventura Hybrid Event
Calleguas Board Meeting	Wed. 9/18, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event

\* Reservations required. Contact Kara if you would like to attend.

JULIA BROWNLEY  
26TH DISTRICT, CALIFORNIA  
MEMBER OF CONGRESS

HOUSE VETERANS' AFFAIRS COMMITTEE  
SUBCOMMITTEE ON HEALTH

HOUSE COMMITTEE ON TRANSPORTATION  
AND INFRASTRUCTURE  
SUBCOMMITTEE ON AVIATION

SUBCOMMITTEE ON HIGHWAYS AND TRANSIT

SUBCOMMITTEE ON WATER RESOURCES  
AND THE ENVIRONMENT



Congress of the United States  
House of Representatives

WASHINGTON, DC OFFICE  
2262 RAYBURN HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515  
PHONE: 202-225-5811  
FAX: 202-225-1100

OSLAND, CA OFFICE  
201 EAST FOURTH STREET, SUITE 209B  
OSLAND, CA 93030  
PHONE: 805-379-1779  
FAX: 805-379-1799

THOUSAND OAKS, CA OFFICE  
223 EAST THOUSAND OAKS BOULEVARD, SUITE 220  
THOUSAND OAKS, CA 91360  
PHONE: 805-379-1779  
FAX: 805-379-1799

May 1, 2024

The Honorable Tom Cole  
Chairman  
House Appropriations Committee  
H-307, The Capitol  
Washington, DC 20515

The Honorable Rosa DeLauro  
Ranking Member  
House Appropriations Committee  
1036 Longworth House Office Building  
Washington, DC 20515

Dear Chairman Cole and Ranking Member DeLauro:

I am requesting funding for the Calleguas Municipal Water District Lake Bard Pump Station Project in fiscal year 2025. The entity to receive funding for this project is Calleguas Municipal Water District, located at 2100 Olsen Road, Thousand Oaks, CA 91360.

The funding would be used for the installation of a new pump station that would allow treatment of an additional 3,000 acre feet of water that the current pump cannot provide. By yielding an additional 30% of emergency supply, the pump station would help maintain consistent water delivery to hundreds of thousands of residents, businesses, and institutions. The project is an appropriate use of taxpayer funds because this project is critical for the hundreds of thousands of Ventura County residents, businesses, and institutions who rely on Calleguas for their drinking water every day.

The project has a Federal nexus because the funding provided is for purposes authorized by Section 1452 of the Safe Drinking Water Act, 42 U.S.C. 300j12.

I certify that I have no financial interest in this project, and neither does anyone in my immediate family.

Sincerely,

JULIA BROWNLEY  
Member of Congress

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

RAUL AVILA, SECRETARY  
DIVISION 1

THIBAUT ROBERT, DIRECTOR  
DIVISION 4



ANDY WATERS, VICE PRESIDENT  
DIVISION 3

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

KRISTINE MCCAFFREY  
GENERAL MANAGER

[www.calleguas.com](http://www.calleguas.com)

2100 OLSEN ROAD • THOUSAND OAKS, CALIFORNIA 91360-6800 805/526-9323 • FAX: 805/522-5730

June 18, 2024

The Honorable Thomas Umberg  
Chair, Senate Judiciary Committee  
1021 O Street, Room 6530  
Sacramento, CA 95814

**RE: AB 2182 (Haney) – Oppose Unless Amended**

Dear Chair Umberg:

I am writing to inform you of Calleguas Municipal Water District's (Calleguas) opposition to AB 2182 (Haney) regarding public works projects.

Calleguas is a wholesale water provider founded in 1953 as an independent special district serving southeastern Ventura County, providing supplemental water to approximately 640,000 residents – more than three-quarters of the County's population. To reliably deliver water to its service area, Calleguas implements numerous capital improvement projects, with an annual average capital improvement program budget of more than \$15 million. Calleguas is required to competitively bid its projects under the Public Contract Code and the contractors Calleguas hires are required to pay their workers in accordance with prevailing wage requirements.

Our primary concern about this bill is that it allows unanticipated prevailing wage adjustments during the course of a public works project. Currently, when a project is first advertised for bid, the Department of Industrial Relations provides prevailing wage rates, which typically include projected increases that will occur during the duration of the project. A contractor is required to pay these increases if the project continues past any of these dates. This allows the prevailing wage to be adjusted for longer projects and still provides certainty for bidding and pricing. AB 2182's provisions would create uncertainty in budgeting and potentially cause significant cost overruns.

Many of Calleguas's projects are multi-year endeavors, requiring precise budgeting that includes anticipated cost increases. Unexpected wage increases would significantly impact the District's ability to manage and complete projects within a set budget, leading to unanticipated costs. As stewards of

The Honorable Thomas Umberg

June 18, 2024

Page 2

ratepayer dollars, we have a fiduciary responsibility to plan appropriately for project costs and this bill could harm our ability to do that.

It appears that the author is concerned with projects whose start dates are delayed, thereby potentially creating a disparity between the wage determined at the time of bid and the wage when the project actually starts. One solution to this problem could be to require a time period, such as one year, by which the project must commence in order to maintain the prevailing wage rate determined at the bid date. We are happy to discuss this and other ideas to improve this bill for public agencies.

We appreciate your consideration of our comments.

Sincerely,

A handwritten signature in black ink, appearing to read "K. McCaffrey", with a long horizontal flourish extending to the right.

Kristine McCaffrey, P.E.  
General Manager

cc: The Honorable Matt Haney  
The Honorable Henry Stern, Member, Senate Judiciary Committee  
The Honorable Monique Limón  
The Honorable Steve Bennett  
The Honorable Jacqui Irwin  
Anthony Tannehill, Legislative Representative, California Special Districts Association



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DIVISION 2

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

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June 5, 2024

The Honorable Lola Smallwood-Cuevas  
Chair, Senate Committee on Labor, Public Employment, and Retirement  
1021 O Street, Room 6740  
Sacramento, CA 95814

**RE: AB 2182 (Haney) – Oppose Unless Amended**

Dear Chair Smallwood-Cuevas:

I am writing to inform you of Calleguas Municipal Water District's (Calleguas) opposition to AB 2182 (Haney) regarding public works projects.

Calleguas is a wholesale water provider founded in 1953 as an independent special district serving southeastern Ventura County, providing supplemental water to approximately 640,000 residents – more than three-quarters of the County's population. To reliably deliver water to its service area, Calleguas implements numerous capital improvement projects, with an annual average capital improvement program budget of more than \$15 million. Calleguas is required to competitively bid its projects under the Public Contract Code and the contractors Calleguas hires are required to pay their workers in accordance with prevailing wage requirements.

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The Honorable Lola Smallwood-Cuevas

June 5, 2024

Page 2

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We appreciate your consideration of our comments.

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Kristine McCaffrey, P.E.  
General Manager

cc: The Honorable Matt Haney  
The Honorable Monique Limón  
The Honorable Henry Stern  
The Honorable Steve Bennett  
The Honorable Jacqui Irwin  
Anthony Tannehill, Legislative Representative, California Special Districts Association

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
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June 28, 2024

The Honorable Steve Bennett  
300 East Esplanade Drive, Ste. 1790  
Oxnard, CA 93036

**RE: Funding Support Request for Water Infrastructure in Proposed Climate Bond**

On behalf of Calleguas Municipal Water District (Calleguas), I am writing to respectfully urge the Legislature to allocate \$6.5 billion of the proposed \$10 billion bond to climate resilient water infrastructure. This is a critical opportunity to prioritize programs and projects that will benefit both the residents of Ventura County and Californians as a whole.

Calleguas is a wholesale water provider founded in 1953 as an independent special district serving southeastern Ventura County, providing supplemental water to approximately 640,000 residents --more than three-quarters of the County's population -- through 19 retail water purveyors, who deliver the water to individual customers. Calleguas's supply is provided by the Metropolitan Water District of Southern California (Metropolitan), which in turn receives water from both the State Water Project (SWP) and the Colorado River. Calleguas is primarily dependent upon the SWP for its supplies, with a limited ability to receive deliveries from the Colorado River.

Calleguas and its retail purveyors have already experienced the accelerating impacts of climate change throughout the region. During 2020-2022, due to severe drought and two historic back-to-back SWP allocations of five percent, plus limitations in conveyance infrastructure, Metropolitan imposed unprecedented water use restrictions on Calleguas and a limited number of other Metropolitan member agencies. Customers were required to reduce their demands as never before, with outdoor water use limited to just one day a week.

Calleguas's experience during the drought is indicative of California's changing hydrology as a whole due to long-term climate change. In the Calleguas service area, studies indicate the overall trend to be slightly wetter winters, summers with little change, and slightly drier spring and fall seasons. These predicted changes are expected to intensify by mid-century. Such changes could lead to extended and more frequent droughts, more extreme rainfall events, a significant increase in evapotranspiration; an increase in the risk and likelihood of wildfires; and a rise in sea

level, which can exacerbate and speed saltwater intrusion into local aquifers, especially in dry times when replenishment is low.

As climate change has impacted water utilities faster and more severely than had been predicted, Calleguas must invest in additional water supplies, storage, conveyance, programs, and partnerships to ensure sufficient water for its service area. Calleguas is currently undertaking an extensive exploration of opportunities for improvements in regional water resilience through a Water Resource Implementation Strategy (WRIST). Potential projects under consideration in the WRIST include groundwater banking and recharge, development of brackish or otherwise unusable groundwater sources, expanded recycled water reuse, and development of storage facilities and frameworks.

These are essential investments for ensuring water supply reliability, but the scale of those investments is large. Additionally, the cost of water is already challenging for many customers who are facing cost pressures on everyday needs like rent, food, and gas. Continued investment from the State in water projects, such as through the climate bond, is vital for Calleguas's water resilient future – and California's. To that end, we encourage your support of investments in a sustainable and resilient water supply through this bond, with the funding amounts requests below:

- Recycling and Desalination: \$1 billion
- Water Quality and Safe Drinking Water: \$500 million
- Conservation and Water Use Efficiency: \$400 million
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- State Water Project Public Benefits: \$500 million
- Regional and Coastal Watershed Resilience: \$700 million

Thank you for your consideration and leadership in advancing a climate bond that strongly supports California's critical water infrastructure needs.

Sincerely,



Kristine McCaffrey, P.E.  
General Manager

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

RAUL AVILA, SECRETARY  
DIVISION 1

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

THIBAUT ROBERT, DIRECTOR  
DIVISION 4

KRISTINE MCCAFFREY  
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June 28, 2024

The Honorable Jacqui Irwin  
223 E. Thousand Oaks Blvd., Str. 412  
Thousand Oaks, CA 91360

**RE: Funding Support Request for Water Infrastructure in Proposed Climate Bond**

On behalf of Calleguas Municipal Water District (Calleguas), I am writing to respectfully urge the Legislature to allocate \$6.5 billion of the proposed \$10 billion bond to climate resilient water infrastructure. This is a critical opportunity to prioritize programs and projects that will benefit both the residents of Ventura County and Californians as a whole.

Calleguas is a wholesale water provider founded in 1953 as an independent special district serving southeastern Ventura County, providing supplemental water to approximately 640,000 residents --more than three-quarters of the County's population -- through 19 retail water purveyors, who deliver the water to individual customers. Calleguas's supply is provided by the Metropolitan Water District of Southern California (Metropolitan), which in turn receives water from both the State Water Project (SWP) and the Colorado River. Calleguas is primarily dependent upon the SWP for its supplies, with a limited ability to receive deliveries from the Colorado River.

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Thank you for your consideration and leadership in advancing a climate bond that strongly supports California's critical water infrastructure needs.

Sincerely,



Kristine McCaffrey, P.E.  
General Manager

SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
DIVISION 3

RAUL AVILA, SECRETARY  
DIVISION 1

JACQUELYN MCMILLAN, TREASURER  
DIVISION 5

THIBAUT ROBERT, DIRECTOR  
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KRISTINE MCCAFFREY  
GENERAL MANAGER



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June 28, 2024

The Honorable Monique Limón  
222 E. Carrillo St., Ste. 309  
Santa Barbara, CA 93101

**RE: Funding Support Request for Water Infrastructure in Proposed Climate Bond**

On behalf of Calleguas Municipal Water District (Calleguas), I am writing to respectfully urge the Legislature to allocate \$6.5 billion of the proposed \$10 billion bond to climate resilient water infrastructure. This is a critical opportunity to prioritize programs and projects that will benefit both the residents of Ventura County and Californians as a whole.

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Sincerely,



Kristine McCaffrey, P.E.  
General Manager



SCOTT H. QUADY, PRESIDENT  
DIVISION 2

ANDY WATERS, VICE PRESIDENT  
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GENERAL MANAGER



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June 28, 2024

The Honorable Henry Stern  
5016 N. Parkway Calabasas, Ste. 222  
Calabasas, CA 91302

**RE: Funding Support Request for Water Infrastructure in Proposed Climate Bond**

On behalf of Calleguas Municipal Water District (Calleguas), I am writing to respectfully urge the Legislature to allocate \$6.5 billion of the proposed \$10 billion bond to climate resilient water infrastructure. This is a critical opportunity to prioritize programs and projects that will benefit both the residents of Ventura County and Californians as a whole.

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Thank you for your consideration and leadership in advancing a climate bond that strongly supports California's critical water infrastructure needs.

Sincerely,



Kristine McCaffrey, P.E.  
General Manager



June 28, 2024

The Honorable Gavin Newsom  
Governor  
1021 O Street, Suite 9000  
Sacramento, CA 95814

8A8 INFORMATION ITEMS

The Honorable Mike McGuire  
Senate President Pro Tem  
1021 O Street, Suite 8518  
Sacramento, CA 95814

The Honorable Robert Rivas  
Assembly Speaker  
1021 O Street, Suite 4350  
Sacramento, CA 95814

The Honorable Ben Allen  
Senator  
1021 O Street, Suite 6610  
Sacramento, CA 95814

The Honorable Eduardo Garcia  
Assemblymember  
1021 O Street, Suite 8120  
Sacramento, CA 95814

**Re: Support More Funding for Climate Resilient Water Infrastructure.**

Dear Governor Newsom, Pro Tem McGuire, Speaker Rivas, Senator Allen and Assemblymember Garcia:

On behalf of the undersigned organizations, we urge the Legislature to increase funding for water infrastructure as part of the final climate bond. Water infrastructure serves as a critical foundation to our broader climate resilience goals, and it is essential that access to sustainable water supplies is a higher priority.

**Climate change** has created significant instability in water supplies, making it critical that we invest in a portfolio of solutions to ensure water resilience as we respond to weather volatility.

**Polling** for a 2024 climate bond has shown that voters support funding connected to access to safe drinking water and water infrastructure is the foundation of reliable water supplies.

**Affordability** continues to be a challenge for many water systems. Many Californians are facing rate increases in the coming years. Increasing water treatment costs for compliance with new standards, incrementally more expensive water supplies, and escalating energy costs are all putting pressure on the cost of water service for customers.

### **We Urge the Legislature to Support More Funding for Water Infrastructure**

We appreciate your leadership in advancing a climate bond this session. Should you have any questions, please contact Metropolitan's Executive Legislative Representative, Jay Jefferson, at (916) 538-4663, or via email at [jjeffersonii@mwdh2o.com](mailto:jjeffersonii@mwdh2o.com).

Sincerely,

Deven Upadhyay  
Interim General Manager  
Metropolitan Water District of Southern California

Shivaji Deshmukh, P.E  
General Manager  
Inland Empire Utilities Agency

Charley Wilson  
Executive Director & CEO  
Southern California Water Coalition

David Pedersen  
General Manager  
Las Virgenes Municipal Water District

Tracy Hernandez  
Founding CEO  
Los Angeles County Business Federation

Justin Scott-Coe  
General Manager  
Monte Vista Water District

Mike Salazar  
Executive Director  
Bell Gardens Chamber of Commerce

Jason A. Martin  
Interim General Manager  
Rancho California Water District

Kristine McCaffrey  
General Manager  
Calleguas Municipal Water District

Matthew Litchfield, P.E.  
General Manager  
Three Valleys Municipal Water District

Greg Thomas  
General Manager  
Elsinore Valley Municipal Water District

Craig Bilezerian  
Public Works Director  
City of Torrance

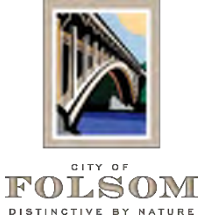
Nina Jazmadarian  
General Manager  
Foothill Municipal Water District

Thomas A. Love  
General Manager  
Upper San Gabriel Valley Municipal Water District

Luis Portillo  
President & CEO  
San Gabriel Valley Economic Partnership

E.J. Caldwell  
General Manager  
West Basin Municipal Water District

8A9 INFORMATION ITEMS



July 1, 2024

Submitted via: [commentletters@waterboards.ca.gov](mailto:commentletters@waterboards.ca.gov)

Mr. E. Joaquin Esquivel, Chair  
State Water Resources Control Board  
1001 I Street, 24th Floor  
Sacramento, CA 95814

Re: Comment Letter – Proposed Regulations on Making Water Conservation a California Way of Life

Dear Chairman Esquivel,

The undersigned organizations appreciate the opportunity to provide comments to the State Water Resources Control Board (State Water Board or Board) on the third revision of the Proposed Regulations for Making Conservation a California Way of Life (Regulations). We have submitted comments on the previous rounds of revisions, and we appreciate the changes that Board staff have made to the regulations to address our comments. Those changes pertained to the previous sections requiring water suppliers to collect information from CII customers about their operations, which were deleted in the March, 2024 revisions. However, the most salient issues that we have raised in our comments remain unaddressed, and we summarize those issues and restate our requests below.

### **Budget for Tree Canopy**

The June 14, 2024 revisions to the Regulations make certain modifications to the requirements associated with the variance for irrigation of existing residential trees. These modifications would add more options for meeting the requirements for this variance, but they do not materially remedy the complexity and expense of complying with these requirements, which will be nearly impossible to achieve. For these reasons and for the reasons stated in our previous comment letters, we request that Sections 968(g)(7)(C)(i) and (ii) be deleted from the Regulations.

### **Outdoor standards apply to “irrigable” lands**

The revised proposed Regulations continue to take an approach to the outdoor standards that is not authorized by and is inconsistent with the statute, and for the reasons we articulated in our previous letters, we continue to request that the Board revise the references in the outdoor standard (including in the definition of residential landscape area) to “irrigable lands” and adjust the acreages used for determining outdoor usage budgets for all agencies accordingly.

### **The outdoor standard must accommodate existing landscapes**

The proposed 2040 standard would not provide adequate water supplies to existing landscapes, as is required by the statute. We continue to request that the Board revise the outdoor standards to specify that the lowest evapotranspiration adjustment factor be 0.63, to be applied to irrigable lands, starting in 2035.

Thank you again for the opportunity to provide comments to the State Water Board as it considers the Regulations. We hope the Board will make these changes, which are necessary to ensure that the Regulations are reasonable, feasible and cost-effective.

Sincerely,

Larry B. McKenney, General Manager  
Amador Water Agency

David Coxey, General Manager  
Bella Vista Water District

Kristina Budak, P.E., Water Resources Director  
City of Bakersfield

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Calleguas Municipal Water District

J. M. Barrett, General Manager  
Coachella Valley Water District

Jose Martinez, General Manager  
Otay Water District

Steve Johnson, General Manager  
Desert Water Agency

Dennis D. LaMoreaux, General Manager  
Palmdale Water District

Michael Moore, General Manager/CEO  
East Valley Water District

Brent Byrne, General Manager  
Quartz Hill Water District

Greg Thomas, General Manager  
Elsinore Valley Municipal Water District

Kim Domingo, PE, General Manager  
Rosamond Community Services District

Jack Bebee, General Manager  
Fallbrook Public Utility District

Tom Coleman, General Manager  
Rowland Water District

Lucy Silva, Water Management Coordinator  
City of Folsom

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San Bernardino Municipal Water Department

Dave Pedersen, General Manager  
Las Virgenes Municipal Water District

Paul Helliker, General Manager  
San Juan Water District

Matthew Medill, MPA PE, Public Works Director  
City of Lincoln

Matthew H. Litchfield, P.E., General Manager  
Three Valleys Municipal Water District

Paul E. Shoenberger, P.E., General Manager  
Mesa Water District

Gary Arant, General Manager  
Valley Center Municipal Water District

Brian Macy, P.E., General Manager  
Mission Springs Water District

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Vaughn Water Company

Kimberly A. Thorner, Esq., General Manager  
Olivenhain Municipal Water District

Greg A. Hammett, General Manager  
West Kern Water District

Chris Shepard, General Manager  
Orange Vale Water Company



**\*\*\*ASSEMBLY FLOOR ALERT\*\*\***

**AB 2257 (Wilson) – SUPPORT**

We, the above coalition of public agencies, associations, environmental and labor groups, respectfully request your support and urge your “Aye” vote on AB 2257, which would improve the financial stability of public water and sewer agencies by enhancing public engagement during the ratemaking process.

Public water and sewer agencies provide essential government services for the benefit of communities, agriculture, industries, and the environment. These agencies are responsible for ensuring a consistent and reliable water supply, safeguarding the quality of drinking water, planning, constructing, and maintaining critical infrastructure, and much more. With climate change presenting unprecedented



challenges, these agencies are also making generational investments in water supply infrastructure to mitigate the impacts of increasingly frequent and severe climate-related events.

The revenue necessary for public agencies to fulfill their essential government functions and adapt to a changing climate predominantly comes from service rates and assessments. While these agencies require financial stability to meet ever increasing demands, a rise in Proposition 218 litigation is making it increasingly difficult to ensure agencies can pass fair and reasonable rates to cover the costs of operations and investments.

**AB 2257** would improve the ratemaking process by authorizing public agencies to adopt procedures for the submittal and consideration of public comments regarding proposed water and sewer rates and assessments.

#### **PROMOTES INCREASED DIALOGUE AND TRANSPARENCY IN THE RATEMAKING PROCESS**

Oftentimes, Proposition 218 lawsuits are filed without first having raised concerns with the public agency during the public notice-and-comment process leading up to the decision to adopt rates or assessments. This prevents public agencies from responding to, and endeavoring to resolve, the dispute and avoid litigation.

If an agency elects to adopt the procedures proposed in **AB 2257**, a person would be required to timely submit a written objection specifying the particular Proposition 218 compliance concern during the ratemaking process, in order to challenge the adopted rates or assessments in court. Public agencies would be required to consider and respond in writing to the objections. This process would help agencies develop more defensible rates and build rapport and trust with their ratepayers.

#### **ALLOWS A PUBLIC AGENCY TO BETTER UNDERSTAND PUBLIC CONCERNS DURING THE RATEMAKING PROCESS**

**AB 2257** would create a greater understanding of potential concerns and the agency's responses to those concerns, providing the agency's board the opportunity to abandon its ratemaking/assessment proposal, change it (reduce it), or to better explain why it complies with Proposition 218's substantive limitations. **AB 2257** would foster better-informed administrative decisions, which benefit the objector, the public agency, and members of the public within the public agency's jurisdiction.

#### **PROTECTS BOTH LEGISLATIVE AND ADJUDICATIVE FUNCTIONS**

Litigation should not be the option of first resort to resolve disputes, particularly when a public process exists to raise and hear concerns. **AB 2257** would enhance this process by allowing the board of directors of a public agency—a legislative body—to hear the evidence, apply its reasoned discretion and expertise, and create a better administrative record to in the event of judicial review.

#### **AMENDMENTS CLARIFY AB 2257 ONLY APPLIES TO LITIGATION RELATED TO PROPOSITION 218**

Amendments to **AB 2257** have been largely technical in nature. The amendments help clarify the public noticing process, the fees that would be subject to the provisions of the bill, and specify the bill is not intended to preclude lawsuits related to a local agency's failure to implement a fee or assessment in compliance with existing law.

## **We urge your “Aye” Vote on AB 2257**

Association of California Water Agencies  
Alta Irrigation District  
Amador Water Agency

Bella Vista Water District  
Brooktrails Township Community Services  
District

California Alliance For Jobs  
California Municipal Utilities Association  
Calleguas Municipal Water District  
Camrosa Water District  
City of Sacramento  
City of Santa Rosa  
Coastside County Water District  
Contra Costa Water District  
Crescenta Valley Water District  
Crestline-Lake Arrowhead Water Agency  
Cucamonga Valley Water District  
Diablo Water District  
Dublin San Ramon Services District  
Eastern Municipal Water District  
Environmental Defense Fund  
Fallbrook Public Utility District  
Florin Resource Conservation District/Elk Grove  
Water District  
Georgetown Divide Public Utility District  
Helix Water District  
Hidden Valley Lake Community Services District  
Irvine Ranch Water District  
Las Virgenes Municipal Water District  
McKinleyville Community Services District  
McMullin Area Groundwater Sustainability  
Agency

Mendocino County Russian River Flood Control  
& Water Conservation Improvement  
Mid-Peninsula Water District  
Monte Vista Water District  
Montecito Water District  
Nevada Irrigation District  
Olivenhain Municipal Water District  
Padre Dam Municipal Water District  
Placer County Water Agency  
Rosedale-Rio Bravo Water Storage District  
San Bernardino Valley Water Conservation  
District  
San Juan Water District  
Santa Clarita Valley Water Agency  
South San Joaquin Irrigation District  
Stockton East Water District  
Sweetwater Authority  
Tahoe City Public Utility District  
Three Valleys Municipal Water District  
Tri-County Water Authority  
Union Public Utility District  
Valley Center Municipal Water District  
Walnut Valley Water District  
Western Municipal Water District



WATER AND POWER



CMUA CALIFORNIA MUNICIPAL UTILITIES ASSOCIATION



City of SACRAMENTO



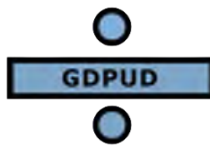
CONTRA COSTA WATER DISTRICT

CSDA

DESERT WATER



GDPUD



INDIO water authority



Irvine Ranch Water District



McMullin Area Groundwater Sustainability Agency



MID-PENINSULA WATER DISTRICT



Mountain Counties WATER RESOURCES ASSOCIATION



NCWA Northern California Water Association



PALMDALE WATER DISTRICT A CENTURY OF SERVICE



PASADENA Water & Power



ROA Regional Water Authority BUILDING ALLIANCES IN NORTHERN CALIFORNIA

San Diego County Water Authority And Its 24 Member Agencies



San Francisco Water Power Sewer Services of the San Francisco Public Utilities Commission



Santa Margarita Water District



## SUPPORT

### TWO-THIRDS OF CLIMATE RESILIENCE BOND FUNDING FOR WATER INFRASTRUCTURE TO HELP PREPARE CALIFORNIA FOR DROUGHTS, EXTREME PRECIPITATION EVENTS, AND FLOODS

June 6, 2024

The Association of California Water Agencies (ACWA) and the undersigned organizations urge the Legislature to support a Climate Resilience Bond that allocates two-thirds of the funding for water infrastructure. Specifically, we urge the inclusion of the following categories and funding amounts **(based on an \$8.5 billion bond)**:

• Dam Safety/Reservoir Operations	\$623 million
• Recycling and Desalination	\$990 billion
• Safe Drinking Water	\$440 million
• Groundwater Management	\$733 million
• Flood Protection	\$733 million
• Regional Water Conveyance	\$586 million
• Regional Watershed Resilience	\$366 million
• Surface Water Storage	\$550 million
• State Water Project	\$366 million
• Water Use Efficiency	\$366 million
<b>Total:</b>	<b>\$5.75 billion</b>

#### WHY CALIFORNIA NEEDS WATER INFRASTRUCTURE FUNDING NOW:

- 1. Climate Adaptation** – Our water infrastructure was built for a climate that no longer exists. California faces increased risks of drought, floods, extreme precipitation events, and sea level rise that are presenting unique challenges to public water agencies and their ability to reliably provide water to California’s cities, communities, farms, businesses, and the environment. Investments in water infrastructure and fish and wildlife improvements are critically needed.
- 2. Rising Costs** – The costs associated with water infrastructure projects are substantial and will continue to rise. The longer we wait, the more expensive it will be to invest in infrastructure for swings between droughts of longer duration, extreme precipitation events, and floods.
- 3. Water Bill Affordability** – Water infrastructure projects are typically funded in large part by the customers of one or more public water agencies at a local or regional level. State funding assistance is needed to help deliver the projects and help keep water bills affordable for customers.
- 4. Jobs** – In addition to supporting climate resilience, bond-funded infrastructure projects will support good jobs and stimulate the economy.

There are many organizations asking for climate resilience funding. ACWA and the organizations listed here urge the Legislature to step back and consider how important being prepared on water is across the State and the level of investment that is needed for that preparation.

ACWA thanks you for your attention to this issue. Please direct any questions to ACWA State Relations Advocate, Soren Nelson, at [sorenn@acwa.com](mailto:sorenn@acwa.com) or (916) 669-2367.

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State Relations Advocate  
Association of California Water Agencies

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General Manager  
Burbank Water and Power

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Executive Director  
CalDesal

Michael Quigley  
Executive Director  
California Alliance For Jobs

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Deputy Executive Director  
California Municipal Utilities Association

Aaron Avery  
Director of State Legislative Affairs  
California Special Districts Association

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General Manager  
Calleguas Municipal Water District

Katie Valenzuela  
Councilmember, District 4 Chair, Law and  
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Mayor  
City of Santa Rosa

Mary Rogren  
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Ernesto A. Avila  
Board President  
Contra Costa Water District

Steve Johnson  
General Manager  
Desert Water Agency

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General Manager  
Eastern Municipal Water District

Jim Abercrombie  
General Manager  
El Dorado Irrigation District

Rebecca Guo  
General Manager  
El Dorado Water Agency

Dennis Cafferty  
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El Toro Water District

Bruce Kamilos  
General Manager  
Elk Grove Water District

Greg Thomas  
General Manager  
Elsinore Valley Municipal Water District

Nina Jazmadarian  
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Nicholas Schneider  
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Water Resources Specialist  
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Humboldt Bay Municipal Water District

Antonio Ortega  
Government Affairs Officer  
Imperial Irrigation District

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General Manager  
Kings River Conservation District

David W. Pedersen  
General Manager  
Las Virgenes Municipal Water District

Remleh Scherzinger, PE  
General Manager  
Marina Coast Water District

Patrick Kaspari  
General Manager  
McKinleyville Community Services District

Matthew Hurley  
General Manager  
McMullin Area Groundwater Sustainability  
Agency

Elizabeth Salomone  
General Manager  
Mendocino County Russian River Flood Control  
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Jay L. Jefferson, II  
Executive Legislative Representative  
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California

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General Manager  
Mid-Peninsula Water District

Brian Macy  
General Manager  
Mission Springs Water District

Ara Azhderian  
General Manager  
Monterey County Water Resources Agency

Justin Caporusso  
Executive Director  
Mountain Counties Water Resources  
Association

David Guy  
President  
Northern California Water Association

Jose Martinez  
General Manager  
Otay Water District

Kyle Swanson  
CEO/General Manager  
Padre Dam Municipal Water District

Dennis D. LaMoreaux  
General Manager  
Palmdale Water District

David M. Reyes  
Acting General Manager  
Pasadena Water and Power

Vince Lucchesi  
General Manager  
Patterson Irrigation District

Robert S. Grantham  
General Manager  
Rancho California Water District

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Executive Director  
Regional Water Authority

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San Diego County Water Authority

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General Manager  
San Francisco Public Utilities Commission  
James Prior  
General Manager  
San Gabriel County Water District

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Paul Helliker  
General Manager  
San Juan Water District

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Water Policy Director  
San Luis & Delta-Mendota Water Authority

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Assistant Officer for State Government  
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Walnut Valley Water District

Tim Kasper  
General Manager  
Weaverville Community Services District

Willie Whittlesey  
General Manager  
Yuba Water Agency

8A12 INFORMATION ITEMS



June 6, 2024

The Honorable Gavin Newsom  
 Governor, State of California  
 1021 O Street, Suite 9000  
 Sacramento, CA 95814

The Honorable Mike McGuire  
 Senate President pro Tempore  
 1021 O Street, Suite 8518  
 Sacramento, CA 95814

The Honorable Robert Rivas  
 Speaker of the Assembly  
 1021 O Street Suite 8330  
 Sacramento, CA 95814

Re: **FY 2024 – 2025 Budget – Oppose Proposed Reduction of Funding for the Voluntary Agreements**



Dear Governor Newsom, Senate Pro Tem McGuire, and Assembly Speaker Rivas,

On behalf of the Association of California Water Agencies (ACWA) and the undersigned organizations, I am writing to express our strong opposition to any reduction or reversion of previously committed funding for water resilience projects related to the San Francisco Bay/Sacramento-San Joaquin Delta (Bay-Delta).

Specifically, the Legislature is proposing to rescind critical funding that is currently available to support no-regrets habitat and water supply projects that are already providing drought resiliency for the environment, farms, and people. While these critical projects support early implementation of the Agreements to Support Healthy Rivers and Landscapes (Agreements), formerly referred to as the Voluntary Agreements, these types of projects are urgently needed regardless of what decision the State Water Resources Control Board (State Water Board) may make regarding the updated Bay-Delta Water Quality Control Plan.

These Agreements, and these early implementation actions, represent a collaborative, modern, and holistic approach to improving the Bay-Delta ecosystem and water supply reliability. Through the Agreements, a group of public water agencies are proposing a comprehensive suite of actions that will improve habitat and flows in the Delta and its tributaries to help native fish and wildlife species. Collectively, our organizations represent hundreds of water systems throughout California that deliver the vast majority of water used for agricultural, commercial, and residential purposes. We have long supported the Agreements as a means to addressing some of the most critical issues in the Bay-Delta. The State Water Board is expected to make a decision in early- to mid- 2025, and these funds are critical to continue successful implementation of vital restoration projects throughout the Delta watershed.

Over the last two budget cycles, the Administration and Legislature have committed funding through the budget process to support the types of projects proposed in the Agreements. In 2021, SB 170 (Chapter 240 Statutes of 2021) and SB 155 (Chapter 258, Statutes of 2021) appropriated funding for the purpose of improving environmental conditions to promote recovery of native fish species in the Sacramento-San Joaquin watershed. In addition, in 2022, AB 178 (Chapter 45, Statutes of 2022) provided \$100 million to the California Natural Resources Agency for these purposes. This funding had broad support from the water community, Legislature, and the Administration.

The Legislature's proposal would rescind hundreds of millions of dollars for projects related to the Agreements and thus undo and delay the agreements that were made to fund projects that protect fish and wildlife, address environmental issues in the Bay-Delta, and preserve water supply reliability.

Our organizations recognize the state's current fiscal outlook and the budget reductions that must be made. However, the undersigned organizations strongly urge the Administration to reject the Legislature's proposal to cut funding for the Agreements.

If you have any questions, please do not hesitate to contact ACWA's State Relations Director, Adam Quiñonez at [adamq@acwa.com](mailto:adamq@acwa.com) or 707-761-9247.

California State Budget – Funding for the Agreements to Support Healthy Rivers and Landscapes

Sincerely,

Adam Quiñonez  
State Relations Director  
Association of California Water Agencies

Joe Mouawad, P.E.  
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Eastern Municipal Water District

Ed Stevenson  
General Manager  
Alameda County Water District

Jim Abercrombie  
General Manager  
El Dorado Irrigation District

David J. Coxey  
General Manager  
Bella Vista Water District

Nicholas Schneider  
General Manager  
Georgetown Divide Public Utility District

Andrea Abergel  
Manager of Water Policy  
California Municipal Utilities Association

Paul Peschel  
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Hi-Desert Water District - Yucca Valley, CA

Timothy A. Johnson  
President/CEO  
California Rice Commission

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Mesa Water General Manager  
Mesa Water District

James Lee  
General Manager  
Crescenta Valley Water District

Adel Hagekhalil  
General Manager  
Metropolitan Water District of Southern  
California

John Bosler, P.E.  
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Cucamonga Valley Water District

Jimi Netniss  
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Modesto Irrigation District

Steve Johnson  
General Manager  
Desert Water Agency

David Guy  
President  
Northern California Water Association

Clifford Chan  
General Manager  
East Bay Municipal Utility District

Dennis D. LaMoreaux  
CEO/General Manager  
Palmdale Water District

California State Budget – Funding for the Agreements to Support Healthy Rivers and Landscapes

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Director of Strategic Affairs  
Placer County Water Agency

Charles Wilson  
Executive Director  
Southern California Water Coalition

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State Water Contractors

Patrick Meagher  
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Reclamation District No. 784

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Turlock Irrigation District

Tom Coleman  
General Manager  
Rowland Water District

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Valley Ag Water Coalition

Darin Kasamoto  
General Manager  
San Gabriel Valley Municipal Water District

Gary Arant  
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Valley Center Municipal Water District

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San Juan Water District

Sheryl L. Shaw, P.E.  
General Manager/Chief Engineer  
Walnut Valley Water District

J. Scott Petersen, P.E.  
Water Policy Director  
San Luis & Delta-Mendota Water Authority

Ted Trimble  
General Manager  
Western Canal Water District

Bart Broome  
Assistant Officer for State Government  
Relations  
Santa Clara Valley Water District (Valley Water)

Gail Delihant  
Sr. Director, CA Government Affairs  
Western Growers Association

Matthew G. Stone  
General Manager  
Santa Clarita Valley Water Agency

Willie Whittlesey  
General Manager  
Yuba Water Agency

Chris Lee  
General Manager  
Solano County Water Agency

Valerie Pryor  
General Manager  
Zone 7 Water Agency

California State Budget – Funding for the Agreements to Support Healthy Rivers and Landscapes

cc: The Honorable Scott Weiner, Chair, Senate Budget and Fiscal Review Committee  
The Honorable Jesse Gabriel, Chair, Assembly Budget Committee  
The Honorable Josh Becker, Chair, Senate Budget Subcommittee 2 on Resources, Environmental Protection and Energy  
The Honorable Steve Bennett, Chair, Assembly Subcommittee 4 on Climate Crisis, Resources, Energy, and Transportation  
Joe Stephenshaw, Director, Department of Finance