

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
July 17, 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 Andy Waters, Vice-President of the Board, at 4:00 p.m.

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

Directors Present at District Headquarters:	Andy Waters, Vice-President Raul Avila, Secretary Jacquelyn McMillan, Treasurer Thibault Robert, Director (arrived at 4:12 p.m.)
Director Absent:	Scott Quady, President
Staff Present at District Headquarters:	Kristine McCaffrey, General Manager Ian Prichard, Deputy General Manager Fernando Baez, Manager of Engineering Daniel Cohen, Emergency Response Coordinator Tricia Ferguson, Assistant Manager of Human Resources and Risk Management Henry Graumlich, Executive Strategist Charlotte Holifield, Manager of External Affairs Jennifer Lancaster, Manager of Water Resources James Mojica, IT Specialist Rob Peters, Manager of Operations and Maintenance Wes Richardson, Manager of Information Technology Dan Smith, Manager of Finance Kara Wade, Clerk of the Board
Staff Present via Videoconference:	Grant Burton, Manager of Human Resources and Risk Management 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. 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.

The General Manager presented the ACWA JPIA plaque to the Clerk of the Board and congratulated her on her accomplishment.

5. CONSENT CALENDAR

- 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

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

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

AYES: Directors Robert, McMillan, Avila, Waters

NOES: None

ABSENT: Director Quady

6. ACTION ITEMS

None

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report

The Board asked questions, which the General Manager and department managers answered.

2. General Manager's Report

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

3. Quarterly Investment Report – Dan Smith, Manager of Finance

The Manager of Finance introduced Alayne Sampson, Senior Portfolio Strategist at Chandler Asset Management, who presented the report and responded to questions from the Board.

4. Workplace Violence Prevention Plan Training – Daniel Cohen, Emergency Response Coordinator

The Emergency Response Coordinator explained that Workplace Violence Prevention Plan (WVPP) Training is a requirement of California Labor Code Section 6401.9, as added by Senate Bill 553. He provided a brief overview of the training, focusing on the aspects of the WVPP relevant to the Board.

5. Wildfire Update – Daniel Cohen, Emergency Response Coordinator

The Emergency Response Coordinator updated the Board on recent wildfires in the area, including the use of water by helicopters from Lake Bard by to provide fire suppression.

6. Legislative Update – Charlotte Holifield, Manager of External Affairs

The Manager of External Affairs presented the legislative update and responded to questions from the Board.

7. Update on Regulation to Make Conservation a California Way of Life – Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources provided an update on the regulation to Make Conservation a California Way of Life, which was adopted by the State Water Resources Control Board on July 3. While this regulation does not directly impact Calleguas as a wholesaler, it will affect many of Calleguas's retail water purveyors. Calleguas will support the affected retail water purveyors by offering cost-share on software to map water use in their service areas and providing outreach materials, both using water conservation funding provided by Metropolitan Water District of Southern California under the Member Agency Administered Program (MAAP).

8. May 2024 Financial Report – Dan Smith, Manager of Finance

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

9. June 2024 Water Use and Sales, May 2024 Power Generation, and June 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 reviewed Calleguas's Conflict of Interest Code to confirm compliance with all relevant requirements. He said that a Conflict of Interest Code update for the Calleguas/Las Virgenes Public Financing Authority (PFA) is also in progress.

C. BOARD OF DIRECTORS REPORTS

1. Finance Committee Meeting Report

The Manager of Finance said that the committee discussed the potential refinancing of the 2010B Bonds.

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

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 Board Meeting on July 11. They discussed potential speakers and finances regarding the Elected Officials and Members Reception scheduled for September 19 at the Ronald Reagan Presidential Library. There was a discussion regarding the potential to increase membership dues to raise additional revenue. Director Avila also attended the Water Issues Committee Meeting on July 16 where Calleguas's Manager of Engineering, Fernando Baez, presented on the Study of Seismic Impacts to the Santa Susana Tunnel.

d. Report of Fox Canyon Groundwater Management Agency (FCGMA) Representative

Director Avila said there was a meeting on June 26. The Watermaster Board canceled the second basin assessment via Resolution 2024-04 and adopted the Fiscal Committee's recommendations regarding collection and enforcement efforts for the Las Posas Valley basin assessment. The Watermaster Board did not consider the issue of which party should bear the costs

associated with the FCGMA's appeal of the judgment in the adjudication, but indicated it would address the issue when the FY 2024-25 budget is brought back to the Watermaster Board for consideration.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from June 20 to July 17. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

Director Avila said that advertisements were published in the *Acorn* and the *Ventura County Star* for open public seats on LAFCo.

g. Report of Ventura County Regional Energy Alliance Representative

No report.

h. Report of Ventura County Special Districts Association Representative

No report.

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 Assistant Manager of Human Resources and Risk Management noted that the Board of Directors are due for their required two-hour Anti-Harassment Training. She said they will receive an e-mail with information regarding the training. The Employee Appreciation BBQ has been scheduled for Saturday, October 5 at Conejo Creek Park North.

4. Request for Future Agenda Items

Director Avila requested that a Sponsorship Committee Meeting be scheduled.

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

The General Manager noted that State Legislators are on their summer break and the Manager of External Affairs has been diligent in submitting comment letters ahead of the reconvening of the legislative session.

9. CLOSED SESSION

None

10. ADJOURNMENT

Prior to adjournment, the General Manger announced the retirement of Rob Peters, Manager of Operations and Maintenance. She thanked him for his 32 years of service and said that he would be missed.

Director Waters declared the meeting adjourned at 5:45 p.m.

Respectfully submitted,



Raul Avila, Board Secretary