

CALLEGUAS MUNICIPAL WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
July 18, 2018

**MINUTES**

The meeting of the Board of Directors of Calleguas Municipal Water District was held at the District Office, 2100 Olsen Road, Thousand Oaks, California, on July 18, 2018.

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

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

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

Director Absent: Scott Quady, Treasurer

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

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

**B. MINUTES**

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 4-0 to approve the June 20, 2018 Board meeting minutes.

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

**C. WRITTEN COMMUNICATION**

1. Letter from Acting General Manager to the California Department of Parks and Recreation regarding Outdoor Recreation Legacy Partnership Program – Conejo Creek Southwest Park Development

The General Manager said that the letter supports grant funding for a Conejo Recreation and Park District project that includes California-friendly landscaping.

2. Letter from General Manager to City of Camarillo Public Works Director David Klotzle regarding a U.S. Bureau of Reclamation WaterSMART Grant for the North Pleasant Valley Groundwater Desalter

The General Manager said that the letter supports grant funding for the City of Camarillo's North Pleasant Valley Desalter.

**D. ORAL COMMUNICATION**

None

**E. GENERAL MANAGER**

1. June 2018 Monthly Status Report

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

**F. FINANCE AND HUMAN RESOURCES**

1. June 2018 Water Use and Sales, May 2018 Power Generation, and June 2018 Investment Summary Reports

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

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

---

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

On a motion by Director Waters, seconded by Director Blois, the Board of Directors voted 4-0 to approve the outstanding bills for payment.

AYES: Directors Blois, Waters, Santamaria, Slosson

NOES: None

**3. May 2018 Financial Statements**

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

**4. Quarterly Investment Report for the Second Quarter of 2018**

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

**5. Finance Committee Report**

Committee Member Slosson summarized the discussion from the Finance Committee meeting held on July 11. He said they discussed development of a Debt Management Policy and a letter from the District auditor regarding the initiation of the Fiscal Year 2017-18 Audit. No action was taken.

**G. OPERATIONS AND MAINTENANCE**

**1. Discussion regarding Resolution No. 1947, award of contract for District security patrol services and authorization of a budget of \$200,000**

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

The Manager of Operations and Maintenance said that this action is to award the bid to provide security patrol services at District facilities to Access Control Security, Inc. of Chatsworth, CA. Two bids were received, with the lowest responsive bid being \$69,960 based on the estimated scope of work to be assigned during a contract duration of one year. Calleguas has the right to extend the contract on an annual basis up to an additional two years if desired.

Staff recommended award of the contract to Access Control Security, Inc. and that the Board approve a budget of \$200,000 to encompass the next three year period.

On a motion by Director Santamaria, seconded by Director Waters, the Board of Directors voted 4-0 to approve Resolution No. 1947. Resolution No. 1947 is attached and made part of these minutes.

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

#### H. RESOURCES AND PUBLIC AFFAIRS

1. Discussion regarding Resolution No. 1948, Calleguas Municipal Water District Annexation – Dioji (Calleguas Annexation No. 102)

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CALLEGUAS MUNICIPAL WATER DISTRICT  
APPROVING THE CONCURRENT ANNEXATION OF  
TERRITORY WITHIN THE CITY OF OXNARD TO  
THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA  
AND TO THE CALLEGUAS MUNICIPAL WATER DISTRICT  
Calleguas Municipal Water District Annexation – Dioji  
(Calleguas Annexation No. 102)

The Manager of Resources said that this resolution grants final approval of Calleguas Annexation No. 102, located between Balboa and Cortez Streets on the north side of Ventura Boulevard in Oxnard and comprising 0.74 acres net of public right of way. Redevelopment is proposed by the owner and involves the demolition of one building and expansion of another to house a canine day care and boarding facility. The Ventura Local Agency Formation Commission (LAFCO) approved the annexation with Resolution 16-08 on May 16. Metropolitan approved it with Resolution No. 9240 on May 8. Calleguas' and Metropolitan's annexation fees are \$2,184.48 and \$4,196.54, respectively and have been paid by the owner.

Since the Board last reviewed Annexation No. 102, the map and legal description were revised slightly to satisfy requirements of the County of Ventura. The boundaries of the proposed territory remain unchanged.

On a motion by Director Santamaria, seconded by Director Blois, the Board of Directors voted 4-0 to approve Resolution No. 1948. Resolution No. 1948 is attached and made part of these minutes.

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

#### I. ENGINEERING AND CONSTRUCTION

1. Change Order Report for the Second Quarter of 2018

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

- Wellfield Emergency Generators (Project No. 494)
- Grandsen Pump Station, Phase 2 (Project No. 500)
- Plastic Pipe Storage Project (Project No. 534)
- Anode Well Replacement (Project No. 539)
- Moorpark Feeder Unit 2 Strengthening (Project No. 559) (Completed)

No action was taken.

2. Discussion regarding Resolution No. 1949, authorization and call for bids for Las Posas Basin Deep Groundwater Monitoring Project, Deep Wells No. 2 and No. 3, Project No. 527-2, located at 10968 Broadway Road, APN 503-0-050-275 near 9325 Wailing Siren Ranch Drive, and 6811 Grimes Canyon Road, in an unincorporated area of Ventura County, California

A RESOLUTION OF THE BOARD OF DIRECTORS OF CALLEGUAS  
MUNICIPAL WATER DISTRICT  
APPROVING THE PLANS AND SPECIFICATIONS  
AND CALLING FOR BIDS FOR LAS POSAS BASIN DEEP GROUNDWATER  
MONITORING PROJECT,  
DEEP WELLS NO. 2 AND NO. 3

The Manager of Engineering said that the Las Posas Aquifer Storage and Recovery Wellfields extract stored water from the East Las Posas Groundwater Basin for delivery during emergencies or scheduled maintenance events that prevent normal delivery of imported water through Metropolitan Water District's and/or Calleguas' conveyance facilities. Deep groundwater monitoring wells are needed to provide data to assess the effect of Calleguas' storage and recovery activities on groundwater levels in the basin and to provide data for groundwater modeling efforts. The monitoring wells will also support Sustainable Groundwater Management Act planning and implementation. In an effort to collect groundwater elevation and water quality data to enhance on-going monitoring of Wellfield operations and surrounding areas, Calleguas has begun to construct multiple groundwater monitoring wells as part of the overall Las Posas Basin Deep Groundwater Monitoring Project. The wells are designed to provide the means for monitoring at multiple depths to assess both the lateral and vertical movement of stored water. Deep Monitoring Well No. 1 was constructed in 2017 at Wellfield No. 2. A disposal area for well cuttings and drilling fluids was also constructed at Wellfield No. 2 as part of a previous project.

The project consists of constructing Deep Monitoring Wells No. 2 and 3 on private property in accordance with previously-executed agreements with the underlying property owners (Smith and Dakessian), which allow the wells to be constructed and require the property owner to subsequently grant an easement for the actual well

location. In order to monitor and characterize vertical movement of water between aquifers, the wells will each have three separate casings screened at different depths. Monitoring Wells No. 2 and 3 are expected to be approximately 1,850 and 1,250 feet deep respectively.

The engineer's estimate for this project is \$1,169,000. There is money available in the construction fund to perform the work. Staff has had the opportunity to review the plans and specifications and recommends that the Board approve the requested action.

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 4-0 to approve Resolution No. 1949. Resolution No. 1949 is attached and made part of these minutes.

AYES: Directors Blois, Waters, Santamaria, Slosson

NOES: None

**3. Approval of a new capital project: Hueneme Road Culvert Rehabilitation (Project No. 573)**

The Manager of Engineering said that a section of a precast concrete box culvert in the County of Ventura's jurisdiction in Hueneme Road just east of Olds Road settled due to construction of the Salinity Management Pipeline (SMP), Phase 1A. Calleguas and County staff were unaware of the damage until County staff discovered it in 2017. The warranty on SMP 1A expired in 2007 and the statute of limitations on any claim associated with the project ended in 2015. Additionally, the contractor who constructed SMP 1A no longer exists.

When staff previously presented the project to the Board, the proposed approach was to use pressure grout to lift the settled box section into place. When discussing the work with Blois Construction, Inc. (Blois), who will perform the work under the As-Needed Pipeline Services Contract, Blois indicated that the cost and level of disruption of an open cut repair would be very similar to grouting and they are more familiar and comfortable with open cut techniques. The County of Ventura confirmed that either approach is acceptable to them. Therefore, the damaged section will be repaired by removing the settled box section, repairing the subgrade beneath the box section, putting the box section back in place, and repairing the pavement.

This initial budget covers design and permitting, including preparation of traffic control plans. Estimated construction costs will follow once design is complete and Blois has provided a cost proposal, but the engineer, MNS Engineers, Inc., and Blois both estimate that construction of the repair should be approximately \$100,000. More detail is provided in the attached Capital Project Information and Evaluation Sheets. There is sufficient budget available in the construction fund to perform the work.

On a motion by Director Waters, seconded by Director Santamaria, the Board of Directors voted 3-0-1 to approve the new capital project and budget of \$29,000.

AYES: Directors Waters, Santamaria, Slosson

NOES: None

ABSTAIN: Director Blois

**J. STRATEGIC PLANNING**

None

**K. DISTRICT COUNSEL**

None

**L. BOARD OF DIRECTORS**

**1. Oral reports on meetings attended by Board members**

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

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

The Board discussed meetings they planned to attend.

**3. Metropolitan update**

Director Blois said that the Metropolitan Board summary was provided in the packet. He noted that the Board voted once again on funding of California WaterFix and it passed 59.57% in favor, 39.17% opposed.

**M. CLOSED SESSION**

None

**N. OTHER BUSINESS**

None

**O. FUTURE AGENDA ITEMS**

None

P. ADJOURNMENT

Director Slosson declared the meeting adjourned at 6:08 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Andy Waters, Board Secretary