

CALLEGUAS MUNICIPAL WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
January 15, 2020

**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 January 15, 2020.

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  
Scott Quady, Treasurer  
Steve Blois, Director

Director Absent: Andy Waters, Secretary

Staff Present: Anthony Goff, General Manager  
Dan Drugan, Manager of Resources  
Jennifer Lancaster, Principal Resource Specialist  
Rob Peters, 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: Robert Cohen, Cohen & Burge, LLP, District Counsel

**B. MINUTES**

None

**C. WRITTEN COMMUNICATION**

None

**D. ORAL COMMUNICATION**

None

## E. GENERAL MANAGER

The General Manager distributed the following documents to the Board: (1) the Draft 2020 Water Resilience Portfolio in response to Executive Order N-10-19; (2) the Delta Conveyance Notice of Preparation and Public Scoping: Q & A; and (3) the Notice of Preparation of Environmental Impact Report for the Delta Conveyance Project. No action was taken.

## F. FINANCE AND HUMAN RESOURCES

### 1. December 2019 Water Use and Sales, November 2019 Power Generation, and December 2019 Investment Summary Reports

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

### 2. Disbursements for the District's monthly activities for December 2019

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

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

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

### 3. Fourth Quarter 2019 Investment Report

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

### 4. Discussion regarding approval of a budget increase in the amount of \$127,000 for unanticipated equipment purchases in the Operations and Maintenance Department

The Manager of Finance and Human Resources said that, since the beginning of the fiscal year, the District replaced several pieces of equipment that experienced critical failure and were not anticipated to be replaced at the time the budget was developed. These items include uninterruptable power supply units for the Administration Building, Well 9, and Well 10 at a total cost of \$35,500. These units keep power supplied to District servers and computers in the event of an unscheduled power outage. Power loss to servers and computers can cause irreparable damage.

The Lake Bard Water Filtration Plant chlorinators, the devices that control chlorine

dosage at the District's treatment plant, failed during the November 2019 plant run. The chlorinator system, which is scheduled for overhaul as part of the Conejo Pump Station Rehabilitation, is old and obsolete so replacement parts are not readily available. The cost to replace the chlorinators was \$44,800.

Lastly, the District replaced two combination chlorine and ammonia analyzers at the Wellfield at a cost of \$46,700. These instruments are necessary to determine compliance with the Division of Drinking Water's Groundwater Rule.

On a motion by Director Santamaria, seconded by Director Quady, the Board of Directors voted 4-0 to approve the budget increase.

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

**5. Discussion regarding approval of a budget increase in the amount of \$2,700,000 for legal service in the Administration Budget**

The Manager of Finance and Human Resources said that the accelerated trial date in the Las Posas Basin adjudication lawsuit has led to a need for additional and unanticipated legal services related to preparation for the trial. Staff requested additional budget to cover all projected costs for legal services through the end of the fiscal year.

On a motion by Director Santamaria, seconded by Director Blois, the Board of Directors voted 4-0 to approve the budget increase.

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

**G. OPERATIONS AND MAINTENANCE**

**1. Discussion regarding participation in the Metropolitan Cyclic Storage Program**

The Manager of Operations and Maintenance and Manager of Resources provided an update that detailed their perspectives on the District's participation in the Metropolitan Cyclic Storage Program for CY 2019. No action was taken.

**H. RESOURCES AND PUBLIC AFFAIRS**

**1. Discussion regarding Agreement between Calleguas Municipal Water District and the Conejo Recreation and Park District for Irrigation Upgrades in an amount not to exceed \$21,300 at the California True Colors Garden**

The Manager of Resources said that Calleguas originally co-sponsored the creation of

the California True Colors Garden, located at the Goebel Center in Thousand Oaks, with the Conejo Recreation and Park District (CRPD). CRPD owns the property and provides ongoing maintenance for the garden. An agreement signed in 2011 formalized the partnership between Calleguas and CRPD for the garden project and provided that any additional costs for the garden would be subject to future negotiation.

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Recently, CRPD staff met with Calleguas to discuss funding support for irrigation upgrades and educational improvements to the garden. The total amount of funding support from Calleguas would be \$21,300, as follows:

- 50 percent of the irrigation improvements at a cost of \$14,800 (half of \$29,600).
- Installation of “water education meters” at a cost of \$6,500. The education meters would be placed in different plant palettes within the garden and teach the public how to save water through different plant combinations.

In November 2019, staff applied for funding support from Metropolitan to cover the District’s proposed funding contribution. Metropolitan subsequently approved the District’s request and Calleguas will be reimbursed the entire \$21,300 following completion of improvements to the garden.

On a motion by Director Quady, seconded by Director Blois, the Board of Directors voted 4-0 to authorize the General Manager to sign the agreement.

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

## I. ENGINEERING AND CONSTRUCTION

### 1. Change Order Report for Q4 2019

The Manager of Engineering presented the Change Order summaries for the following projects:

- Wellfield Emergency Generators (Project No. 494)
- Las Posas Basin Deep Groundwater Monitoring Project, Deep Wells No. 2 and No. 3 (Project No. 527-2) (completed)
- Crestview Interconnection (Project No. 552)

No action was taken.

**2. Discussion regarding Agreement Between Calleguas Municipal Water District, City of Camarillo, and Pleasant Valley Mutual Water Company for Construction and Use of Salinity Management Pipeline Discharge Service Connection**

The Manager of Engineering said that, in 2018, Calleguas and the City of Camarillo (Camarillo) entered into an Agreement for Construction and Use of Salinity Management Pipeline Discharge Service Connection for the North Pleasant Valley (NPV) Groundwater Desalter. Construction of the NPV Desalter is underway, and the discharge station which would enable the NPV Desalter to discharge brine to the Salinity Management Pipeline (SMP) will be bid once the construction deposit and necessary right-of-way have been provided by Camarillo.

Pleasant Valley Mutual Water Co. (PVMWC) is also considering constructing a desalter near the NPV Desalter that would require brine discharge. Camarillo and PVMWC have discussed routing PVMWC's brine through the SMP discharge station for the NPV Desalter, which was not contemplated in the 2018 Agreement and requires an agreement between Camarillo, PVMWC, and Calleguas.

The Agreement would supersede the 2018 agreement. It is based on the standard SMP discharge station agreement with modifications to address the potential discharge by both Camarillo and PVMWC through the same SMP discharge station and has been reviewed by Walt Wendelstein of Cohen & Burge and Mark Barney of Ferguson Case Orr Paterson. Camarillo and PVMWC have already signed the Agreement and a copy was provided in the packet.

Pursuant to Board discussion, Operations and Maintenance staff committed to the preparation of an operations plan that would contain a compliance monitoring program to properly characterize the water quality contributions from both Camarillo and PVMWC to the SMP.

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 4-0 to authorize the General Manager to sign the agreement.

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

**3. Approval of a new capital project: Lake Sherwood Pump Station Rehabilitation (Project No. 591)**

The Manager of Engineering said that Lake Sherwood Pump Station is located in open space south of the 101 and Moorpark Road in Thousand Oaks and was constructed in 1989. It pumps water into Lake Sherwood Reservoir, which delivers water to Ventura County Waterworks District No. 38 serving Lake Sherwood. It is the only source of potable water for this area. Most of the pump station structure and components are below-ground; only the concrete top, vault lids, and grating are at grade.

Various components are beyond their useful life and have failed or not performed reliably in recent years, including the variable frequency drive, electrical systems, and controls equipment. Spare or replacement parts are no longer available for many of these components, making it difficult to perform repairs when they fail. Additionally, a recent surge analysis recommended the installation of a surge tank on the discharge piping of the pump station. Finally, Operations staff have had a difficult time filling Lake Sherwood Reservoir during high demand periods, so a fourth, larger pump is recommended; the pump would also provide needed redundancy.

In order to rehabilitate the pump station to make it more reliable, the project would include:

- Installation of a fourth, larger pump, including piping modifications.
- Replacing the motor control center and programmable logic controller.
- Installation of a surge tank on the pump station discharge piping. This will require enlarging the pump station structure in order to accommodate the surge tank, compressor, and piping.
- Replacing the existing variable frequency drive, which no longer functions.
- Replacing the existing outdated and obsolete communications system between the pump station and the reservoir.

The project would also include other components to improve the operability and safety of the pump station:

- Relocating the existing transformer to address overheating in the electrical room.
- Installation of an isolation valve to allow the pump station piping to be more easily isolated from the reservoir.
- Performing other miscellaneous work, including replacement of ventilation fans and lighting and painting the interior of the pump station structure.

On a motion by Director Blois, seconded by Director Quady, the Board of Directors voted 4-0 to approve the new capital project and budget of \$630,000.

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

4. **Discussion regarding approval of professional services by Perliter & Ingalsbe to perform design services for the Lake Sherwood Pump Station Rehabilitation (Project No. 591), for an amount not-to-exceed \$479,084**

The Manager of Engineering referenced the previously described Lake Sherwood Pump Station Rehabilitation. The professional services include the preparation of Contract Documents. In order to construct the project during next winter's shutdown season, a separate preliminary design phase will not be performed and the design will be expedited.

Perliter & Ingalsbe (P&I) has relevant experience and expertise and is familiar with the District's facilities. P&I's work on other projects, including both phases of Grandsen Pump Station, has been of good quality and the cost for professional services is reasonable for the work required.

On a motion by Director Santamaria, seconded by Director Blois, the Board of Directors voted 4-0 to approve the professional services.

AYES: Directors Blois, Quady, Santamaria, Slosson

NOES: None

ABSENT: Director Waters

#### **J. STRATEGIC PLANNING**

The Manager of Strategic Planning reported that he had secured the participation of Nancy Vogel, Director of the Governor's Water Portfolio Program, for the Association of Water Agencies of Ventura County's annual water symposium in April. He also reported on efforts to develop a coordinated Ventura County response to the state's draft Water Resilience Portfolio.

#### **K. DISTRICT COUNSEL**

None

#### **L. BOARD OF DIRECTORS**

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

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

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

The Board discussed meetings they planned to attend.

##### **3. Metropolitan update**

Director Blois provided an update on his meetings at Metropolitan Water District concerning the San Diego County Water Authority rate litigation against Metropolitan, a report on the Metropolitan Board's discussion with Nancy Vogel on the draft Water Resilience Portfolio, and an update on recent meetings of the Design and Construction Authority for the Delta Conveyance Project.

#### **M. CLOSED SESSION**

None

**N. OTHER BUSINESS**

None

**O. FUTURE AGENDA ITEMS**

None

**P. ADJOURNMENT**

Director Slosson declared the meeting adjourned at 6:36 p.m.

Respectfully submitted,



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Andy Waters, Board Secretary