

CALLEGUAS MUNICIPAL WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
April 1, 2020

**MINUTES**

The meeting of the Board of Directors of Calleguas Municipal Water District was held telephonically in accordance with the State of California's Executive Orders N-25-20, N-29-20, and N-33-20 on April 1, 2020.

The meeting was called to order by Thomas L. Slosson, President of the Board, at 5:03 p.m.

**A. CALL TO ORDER AND ROLL CALL**

Directors Present Via Teleconferencing: Thomas L. Slosson, President  
Andres Santamaria, Vice President  
Scott Quady, Treasurer  
Steve Blois, Director  
Andy Waters, Secretary

Staff Present at District Headquarters and participating Via Teleconferencing: Anthony Goff, General Manager  
Dan Smith, Manager of Administrative Services  
Rob Peters, Manager of Operations and Maintenance  
Steve Sabbe, IT Coordinator

Staff Present Via Teleconferencing: Dan Drugan, Manager of Resources  
Henry Graumlich, Associate General Manager  
Kristine McCaffrey, Manager of Engineering  
Kara Wade, Clerk of the Board

Legal Counsel Present Via Teleconferencing: Robert Cohen, Cohen & Burge, LLP, District Counsel

**B. MINUTES**

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 5-0 to approve the March 18, 2020 minutes.

AYES: Directors Blois, Waters, Quady, Santamaria, Slosson

NOES: None

**C. WRITTEN COMMUNICATION**

**1. Regional Response to Draft Water Resilience Portfolio (Revised to include Casitas Municipal Water District signatory)**

The Associate General Manager said that the Casitas Municipal Water District joined as an additional signatory to the February 7, 2020 neighboring interests' response from Ventura and Los Angeles Counties' to the State's draft Water Resilience Portfolio. The revised letter was forwarded to the State and was included in the packet.

**D. ORAL COMMUNICATION**

None

**E. GENERAL MANAGER**

**1. March 2020 Monthly Status Report**

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

**2. Discussion regarding Resolution No. 1990, Notice of Intent to Amend a Conflict of Interest Code**

CALLEGUAS MUNICIPAL WATER DISTRICT  
NOTICE OF INTENTION TO AMEND A CONFLICT-OF-INTEREST CODE

The General Manager said that, under the Political Reform Act, all public agencies are required to adopt a conflict-of-interest code designating positions required to file Statements of Economic Interests (Form 700) and assigning disclosure categories that specify the types of interests to be reported.

Due to changes in duties assigned to existing positions and/or re-titling of positions, Calleguas' Conflict of Interest Code needs to be amended to:

- Add the Associate General Manager position and remove the Manager of Strategic Planning position.
- Add the Manager of Administrative Services position and remove the Manager of Finance and Human Resources position.

The process for amending the Conflict of Interest code requires that the Board adopt a Notice of Intent to Amend a Conflict of Interest Code, have a 45-day public comment period, and hold a public hearing and adopt the amended code. A public notice will be posted on the Calleguas web site, on the Calleguas notice boards, and in the Ventura County Star in accordance with previous practice.

On a motion by Director Quady, seconded by Director Blois, the Board of Directors voted 5-0 to adopt Resolution No. 1990. Resolution No. 1990 is attached and made part of these minutes.

AYES: Directors Blois, Waters, Quady, Santamaria, Slosson

NOES: None

## **F. FINANCE AND HUMAN RESOURCES**

### **1. February 2020 Financial Statements**

The Manager of Administrative Services presented the report. No action was taken.

## **G. OPERATIONS AND MAINTENANCE**

None

## **H. RESOURCES AND PUBLIC AFFAIRS**

### **1. Water Supply Update**

The Manager of Resources said that the Water Supply Conditions Report was included for information only. The water year is 55% percent of average with rain expected in the upcoming forecast and snowpack across the Sierras is 53% of average. Most key reservoirs across the state are at their historical averages for this time of year.

## **I. ENGINEERING AND CONSTRUCTION**

### **1. Discussion regarding approval of a capital project budget increase in the amount of \$125,000 for the Simi Valley Reservoir (Project No. 569)**

The Manager of Engineering said that the 2017 Potable Water Master Plan identified the need for a reservoir in the City of Simi Valley area to meet peak hourly demands in the Simi Valley Region during water supply outage conditions. Given the lack of storage within Simi Valley, balancing demands and supplies within the Region is also operationally challenging even under normal supply and high demand conditions. Modeling determined that a 4.6 million gallon above ground reservoir would be adequate.

Six potential sites in eastern Simi Valley near Calleguas Conduit South Branch and Calleguas Conduit North Branch were initially identified and preliminarily evaluated. Of these sites, four were determined to be potentially feasible and further investigated, with the two most promising recommended for further evaluation.

The additional evaluation of the two sites may include:

- Preparing formal appraisals for both sites to better understand the right-of-way costs associated with each site.
- Additional investigation into the environmentally sensitive area present on one of the sites under consideration. (Depending on the appraised values of the sites, only a portion of this task may be necessary.)
- Preparing renderings of one or both of the potential sites to address aesthetics concerns raised by the City of Simi Valley.

More detail was provided in the Capital Project Information and Evaluation Sheets.

On a motion by Director Blois, seconded by Director Santamaria, the Board of Directors voted 5-0 to approve the capital project budget increase.

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

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

None

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

District Counsel referred to the note at the bottom of the Agenda regarding the current Brown Act requirements under the Executive Orders N-25-20, N-29-20, and N-33-20 issued by the Governor of the State of California in response to COVID-19.

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

##### **1. Oral report 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. Under the Executive Orders N-25-20, N-29-20, and N-33-20 issued by the Governor of the State of California in response to COVID-19, all meetings will be attended and conducted via teleconferencing.

### 3. Metropolitan update

Director Blois reported that the Metropolitan Water District Executive Committee and Board conducted a special joint meeting to hear an update on Metropolitan's pandemic response, and authorize the Metropolitan General Manager to exercise emergency powers to secure the necessary services and supplies to ensure continuity of operations during the Governor's declared State of Emergency. Director Blois also noted the Metropolitan Board would be considering its biennial budget and rates in April. He anticipated that the Board would be discussing alternatives to the rates proposed prior to the pandemic emergency declaration.

### N. OTHER BUSINESS

None

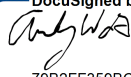
### O. FUTURE AGENDA ITEMS

None

### P. ADJOURNMENT

Director Slosson declared the meeting adjourned at 5:40 p.m.

Respectfully submitted,

DocuSigned by:  


79B2FF359B0D4EF...

---

Andy Waters, Board Secretary