

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
January 20, 2021

MINUTES

The meeting of the Board of Directors of Calleguas Municipal Water District was held telephonically and via videoconference in accordance with Executive Orders N-25-20, N-29-20, and N-33-20 of the State of California on January 20, 2021.

The meeting was called to order by Steve Blois, President of the Board, at 5:02 p.m.

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

Directors Present via Videoconference: Steve Blois, President
Andres Santamaria, Vice President
Scott Quady, Treasurer
Raul Avila, Secretary

Directors Absent: Andy Waters, Director

Staff Present at District Headquarters and Participating via Videoconference: Anthony Goff, General Manager
Dan Drugan, Manager of Resources

Staff Present via Videoconference: Henry Graumlich, Associate General Manager
Kristine McCaffrey, Manager of Engineering
Rob Peters, Manager of Operations and Maintenance
Dan Smith, Manager of Administrative Services
Kara Wade, Clerk of the Board

Legal Counsel Present via Videoconference: Robert Cohen, Cohen & Burge, LLP, District Counsel

B. MINUTES

On a motion by Director Avila, seconded by Director Quady, the Board of Directors voted 4-0 to approve the January 6, 2021 minutes.

AYES: Directors Avila, Quady, Santamaria, Blois

NOES: None

C. WRITTEN COMMUNICATION

None

D. PUBLIC FORUM/ORAL COMMUNICATION

None

E. GENERAL MANAGER

1. General Manager's Report

The General Manager reported on several meetings he attended associated with the Metropolitan Water District of Southern California (Metropolitan) rate refinement process, including the initial Rate Refinement Workgroup Meeting on January 13, 2021. The meeting introduced Member Agency staff to the process facilitator, provided an overview of Metropolitan rates and charges, and gave a background of the need for demand management cost recovery.

F. ADMINISTRATIVE SERVICES

1. December 2020 Water Use and Sales, November 2020 Power Generation, and December 2020 Investment Summary Reports

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

2. Disbursements for the District's monthly activities for December 2020

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

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

AYES: Directors Avila, Quady, Santamaria, Blois

NOES: None

3. Fourth Quarter 2020 Investment Report

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

G. OPERATIONS AND MAINTENANCE

1. Update on District COVID-19 Pandemic Response Activities

The Manager of Operations and Maintenance provided an update on the District's pandemic response activities and highlighted changes necessitated by the general increase in the spread of COVID-19. No action was taken.

H. RESOURCES AND PUBLIC AFFAIRS

1. Water Supply Update

The Manager of Resources provided an update on water supplies. No action was taken.

I. ENGINEERING AND CONSTRUCTION

1. Change Order Report for Q4 2020

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

- North Pleasant Valley Desalter SMP Discharge Station (Project No. 574)

There were no change orders on Oxnard-Santa Rosa Feeder, Las Posas Feeder, and Miscellaneous Valve Improvements (Project No. 442) or Lake Sherwood Pump Station Rehabilitation (Project No. 591). No action was taken.

2. Discussion regarding approval of transfer of a budget allocation of \$250,000 for professional services to be performed in Fiscal Year 2020-21 without a fixed scope and fee from Fugro USA Land, Inc. to NV5

Ordinance No. 18 requires that professional services that are to be performed on contracts without a fixed scope and fee be approved by the Board in the following cases:

- engineering services, engineering studies, land surveying, project permitting, environmental compliance, construction related services, computer programming, or groundwater services for which the estimated value is greater than \$100,000 in any fiscal year and
- any other services for which the estimated value is greater than \$34,999 in any fiscal year.

Whenever possible, professional services are performed on a not-to-exceed basis tied to a specific scope of work, but sometimes it is not possible to define the scope ahead of time. Examples include inspection services, which depend on the quality and

duration of a contractor's work. In such cases, staff obtains hourly rates for the consultants and approves payment for work monthly as services are provided.

The Board approved the Fiscal Year 2020-21 not-to-exceed amounts for professional services without a fixed scope and fee on June 17, 2020. At that time, construction materials testing work was anticipated to be performed by Fugro USA Land, Inc. (Fugro). In late 2020, Fugro announced that it was discontinuing construction materials testing services from its Ventura office.

Construction materials testing services ensure that work performed by the District's contractors conforms with the Contract Documents. This includes testing of concrete during placement and by breaking test cylinders, testing of materials (including sand, crushed rock, and native and imported backfill material), and compaction testing.

The key construction materials testing staff member from Fugro has accepted a position with NV5. NV5 has the resources and expertise (both staff and laboratory capabilities) to provide the services necessary.

On a motion by Director Santamaria, seconded by Director Quady, the Board of Directors voted 4-0 to approve 1) reducing Fugro USA, Land, Inc.'s budget by \$250,000; and 2) establishing a budget for NV5 in the amount of \$250,000.

AYES: Directors Avila, Quady, Santamaria, Blois

NOES: None

J. WATER POLICY AND STRATEGY

The Associate General Manager provided a summary of the Association of Water Agencies (AWA) Ventura County Water Issues Committee's workplan development. The District staff has supported AWA programming and will continue to look for opportunities to collaborate with AWA to build understanding and cooperation around regional issues that brings value to the District's purveyors.

K. DISTRICT COUNSEL

District Counsel said that a Case Management Conference is scheduled for Phase II of the Las Posas Adjudication on January 21, 2021. He said that he expects that the Phase II trial will commence in mid-June. He will present a report to the Board on March 3, 2021 regarding the January 21, 2021 Case Management Conference.

L. BOARD OF DIRECTORS

1. Discussion of a notice to set date, time, and place of public hearing to consider amending Calleguas Ordinance No. 15, Setting Directors' Compensation

The General Manager said that Section 2.1.1 (b) of the Calleguas Administrative Code states: "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." The last adjustment of Director compensation occurred on March 6, 2019, when Ordinance No. 15 was amended to increase the compensation to \$225.00 per meeting.

Water Code Section 20200, et seq. authorizes an increase in compensation by an amount not to exceed five percent (5%), for each calendar year following the operative date of the last adjustment, of the compensation received when the ordinance is adopted. Based on that requirement, the Board may increase its stipend by no more than \$10.00 at this time, for a maximum of \$235.00 per meeting.

The Board must follow a formal public notice and hearing process each time it intends to increase its compensation.

On a motion by Director Avila, seconded by Director Blois, the Board of Directors voted 4-0 to set the date, time, and place of a public hearing to consider amending Directors' compensation for March 3, 2021 at 5:00 p.m. via videoconference.

AYES: Directors Avila, Quady, Santamaria, Blois
NOES: None

2. 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.

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

The Board discussed meetings they planned to attend.

4. Metropolitan update

Director Blois provided an update on the Metropolitan committee and Board meetings held on January 11 and 12, 2021. He noted that the Metropolitan Board approved recruitment notices for Metropolitan's General Manager position. Metropolitan is launching a rate refinement process to establish a rate for demand management/local resources development programming, and a more comprehensive review and potential refinement of the overall rate structure. Director Blois also reported that a Delta

Conveyance Design and Construction Authority Board reorganization had reduced Metropolitan's representation from two directors to a single director. While Director Blois is continuing to be actively involved in the engineering and construction issues, Metropolitan's representative on the Board will be Richard Atwater (Foothill Municipal Water District).

M. CLOSED SESSION

None

N. OTHER BUSINESS

None

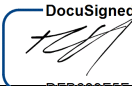
O. FUTURE AGENDA ITEMS

A Closed Session on the Las Posas Adjudication will be on March 3, 2021 at 4:00 p.m.

P. ADJOURNMENT

Director Blois declared the meeting adjourned at 6:33 p.m.

Respectfully submitted,

DocuSigned by:


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Raul Avila, Board Secretary