

CALLEGUAS MUNICIPAL WATER DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
March 3, 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 March 3, 2021.

The meeting was called to order by Steve Blois, President of the Board, at 4:00 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
Andy Waters, Director (arrived at 5:00 p.m.)

Staff Present at District Headquarters and Participating Via Videoconference: Anthony Goff, General Manager
Rob Peters, Manager of Operations and Maintenance

Staff Present Via Videoconference: Dan Drugan, Manager of Resources
Kristine McCaffrey, Manager of Engineering
Dan Smith, Manager of Administrative Services
Henry Graumlich, Associate General Manager
Kara Wade, Clerk of the Board
Bryan Bondy, Contract Groundwater Manager (Closed Session Only)

Legal Counsel Present Via Videoconference: Robert Cohen, Cohen & Burge, LLP, District Counsel
Eric Garner, Best Best & Krieger LLP Special Counsel (Closed Session Only)
Jeffrey Dunn, Best Best & Krieger LLP Special Counsel (Closed Session Only)

Director Blois said that Item M-1 on the agenda would be heard at this time.

M. CLOSED SESSION

1. Pursuant to Government Code Section 54956.9(d)(1) Conference with Legal Counsel – Existing Litigation, Las Posas Valley Water Rights Coalition, et.al., v. Fox Canyon Groundwater Management Agency, et.al., Santa Barbara Superior Court Case No. VENCI00509700.

At 4:01 p.m., Director Blois adjourned to Closed Session to discuss item M-1 as stated on the agenda.

CLOSED SESSION CONTINUING

At 5:02 p.m., Director Blois reconvened to Open Session.

Regarding M-1, General Counsel stated that the Board received a report from Special Counsel, Best Best & Krieger LLP, and General Counsel, Cohen & Burge LLP. No action was taken.

Director Blois said that Item L-1 on the agenda would be heard at this time.

L. BOARD OF DIRECTORS

1. Public hearing and discussion regarding amendment to Ordinance No. 15, Setting Directors' Compensation

ORDINANCE NO. 15

AN ORDINANCE OF
CALLEGUAS MUNICIPAL WATER DISTRICT
SETTING DIRECTORS' COMPENSATION

At 5:04 p.m., President Blois opened the Public Hearing. There was no public comment. At 5:13 p.m., President Blois closed the Public Hearing.

The General Manager said that, at its January 20, 2021 meeting, the Board of Directors discussed an amendment to Ordinance No. 15, increasing compensation to Board members by no more than \$10.00, for a maximum of \$235.00 per meeting, and set a hearing date on March 3, 2021 at 5:00 p.m. for consideration of the amended ordinance and adoption if so desired. The last adjustment of the compensation of the Board occurred on March 6, 2019.

A notice of hearing was published twice in a newspaper of general circulation and

posted on the District's notice boards. To date, the District has received no comments from the public regarding this matter.

The Board had a discussion regarding the amount of an adjustment and the preference for smaller, and more predictable Board compensation increases as opposed to larger and less predictable increases. Discussion settled on an increase equivalent to the employee cost of living adjustment.

The following documents were provided in the packet:

- a. Draft Ordinance No. 15 dated March 3, 2021
- b. Section 2.11 of the Calleguas Administrative Code related to Board compensation and reimbursement
- c. Tables showing Board stipends at other water agencies and changes in the past year
- d. A chart of Calleguas Board stipends since 1982

On a motion by Director Avila, seconded by Director Quady, the Board of Directors voted 5-0 to adopt amended Ordinance No. 15, increasing compensation to the Board members by \$2 per meeting to the amount of \$227.00 per meeting. Amended Ordinance No. 15 is attached and made part of these minutes.

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

B. MINUTES

On a motion by Director Quady, seconded by Director Avila, the Board of Directors voted 5-0 to approve the February 17, 2021 minutes.

AYES: Directors Waters, 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 gave a report on recent meetings that he attended.

- On February 22, the General Manager hosted an All Employee Meeting. All Employee meetings are typically hosted quarterly and promote a positive workplace culture foster team building, and address topics relevant to Calleguas' mission. An adjustment made during pandemic working conditions was to host All Employee Meetings on a monthly, in lieu of a quarterly, basis to better facilitate communication and strengthen morale.
- On February 23, the General Manager met with the Managing Director of the Association of Water Agencies of Ventura County, the General Manager of Casitas Municipal Water District, and the General Manager of United Water Conservation District to discuss water resource planning opportunities.
- On March 2, the General Manager and Associate General Manager attended the fourth meeting of the Metropolitan Water District of Southern California (Metropolitan) Rate Refinement Workgroup, wherein guiding principles were further developed.

2. February 2021 Monthly Status Report

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

F. ADMINISTRATIVE SERVICES

1. January 2021 Financial Statements

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

G. OPERATIONS AND MAINTENANCE

None

H. RESOURCES AND PUBLIC AFFAIRS

None

I. ENGINEERING AND CONSTRUCTION

1. Discussion regarding approval of a capital project budget allocation in the amount of \$1,350,000 for Lindero Pump Station Rehabilitation (Project No. 592)

The Manager of Engineering said that Lindero Pump Station is located at 1900 W. Erbes Rd. in Thousand Oaks and was constructed in 1969. It pumps water from the zone served by Conejo Valley and Thousand Oaks Reservoirs to the Oak Park area, which is served by Westlake Reservoir. Lindero Pump Station No. 2 (better known as Toe of Dam or TOD Pump Station) pumps water into the same area and is the primary pump

station due to its higher efficiency and presence of backup power. If both pump stations were to fail, water could not be delivered to these areas, which are 100% dependent on imported water.

Lindero Pump Station has not been upgraded since its original construction and is in need of full rehabilitation to provide reliable and efficient operation. Various components are beyond their useful life and have failed or not performed reliably in recent years, including the pumps, 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. Several of the pump trains are not usable because they cannot operate under the current system hydraulics. The Southern California Edison (SCE) service equipment is aged and the supplier no longer provides spare parts for it. Additionally, the pump station runs on a non-standard voltage, which requires custom motor control centers and transformers. This location has experienced numerous public safety power shutoffs over the past year and backup power is recommended.

The project includes:

- Replacing the existing horizontal split case pumps with vertical turbine pumps, which are more efficient to operate and more common within the system, improving the efficiency of maintenance activities and reducing the spare parts required to be kept on hand.
- Performing piping modifications and replacement of control valves.
- Replacing most of the electrical and controls equipment, including the main transformer, motor control center, and uninterruptible power supply, with those that run on a standard voltage.
- Replacing the air compressors for the surge tanks.
- Upgrading the SCE electrical service.
- Replacing the existing electrical and control conduits.
- Installing a stationary diesel backup generator.
- Performing seismic improvements on the building to ensure the operability of the pump station after an earthquake.
- Replacing the building roof, which is nearing the end of its useful life.
- Replacing the main entrance door and adjacent glass sidelights with a double door to improve security and provide better access to the building.
- Replacing interior and exterior lighting and ventilation fans in order to increase energy efficiency and reliability.
- Painting the interior and exterior of most surfaces, including the building, surge tanks, and perimeter wall, to provide protection from corrosion, improve aesthetics, and correct damage which may occur during construction.
- Installing a removable protective canopy over the pumps to protect the motors from over-heating.

The existing capital budget was established for preliminary design, which is now complete. This budget allocation covers design by a consultant; costs for project management; and costs for right-of-way acquisition support.

On a motion by Director Santamaria, seconded by Director Avila, the Board of Directors voted 5-0 to approve the budget allocation.

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

2. Discussion regarding approval of professional services by Kennedy Jenks Consultants to perform design services for the Lindero Pump Station Rehabilitation (Project No. 592), for an amount not-to-exceed \$1,031,579

The professional services include the preparation of Contract Documents, geotechnical investigation, surge analysis, noise analysis for the pumps and generator, and support for permitting and right-of-way (access easement) acquisition activities.

Kennedy Jenks Consultants (KJ) has relevant experience and expertise and is extremely familiar with the District's facilities. KJ's work on other projects, including the Wellfield Emergency Generators, has been of good quality and the cost for professional services is reasonable for the work required.

On a motion by Director Avila, seconded by Director Santamaria, the Board of Directors voted 5-0 to approve the professional services.

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

J. WATER POLICY AND STRATEGY

1. Discussion regarding Metropolitan Water District water rate refinement process

The Associate General Manager described the rate refinement discussions among Metropolitan's member agency managers. He reviewed the current draft principles for rate development and the process proposed to develop a rate to recover the costs of Metropolitan's demand management programs.

K. DISTRICT COUNSEL

District Counsel discussed Public Records Act (PRA) requests relative to data stored on private devices. He said that Calleguas has procedures in place to address the issue. When responding to PRA requests, all information within the scope of the request, including data on private devices, must be provided to the requestor. An affidavit may be utilized to confirm that a search of private devices has occurred, and all responsive information has

been provided. He stated that best practices include the use of a Calleguas email account for all Calleguas business. No action was taken.

L. BOARD OF DIRECTORS

2. Oral reports on meetings attended by Board members

Pursuant to Government Code Section 53232.3(d), Board members provided oral reports on meetings attended at the expense of the District.

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

The table of upcoming meetings was provided as a packet insert.

4. Metropolitan update

Director Blois reported that the Metropolitan Bay-Delta Committee reviewed an alternative alignment for the Delta Conveyance Project referred to as the "Bethany Alternative." The alignment has a final southern reach that is further to the east than previous alignments. The proposed new alignment would not rely on the existing south Delta forebay and would offer other advantages from an environmental impact perspective. Director Blois also reported that the Metropolitan Board's Executive Committee will begin screening candidates for Metropolitan's general manager position at its March meeting.

N. OTHER BUSINESS

None

O. FUTURE AGENDA ITEMS

None

P. ADJOURNMENT

Director Blois declared the meeting adjourned at 6:22 p.m.

Respectfully submitted,

DocuSigned by:

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Raul Avila, Board Secretary