

CALLEGUAS MUNICIPAL WATER DISTRICT
Westlake Village Inn
31943 Agoura Rd., Westlake Village, California 91361
www.calleguas.com

SPECIAL BOARD OF DIRECTORS MEETING/RETREAT
September 06, 2022, 1:00 p.m.

AGENDA

Written communications from the public must be received by 8:30 am on the Thursday preceding a regular Board meeting in order to be included on the agenda and considered by the Board at that meeting. Government Code Section 54954.2 prohibits the Board from taking action on items not posted on the agenda except as provided in Subsection 54954.2(b).

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

BOARD OF DIRECTORS

Steve Blois, President
Andres Santamaria, Vice President
Scott H. Quady, Treasurer
Raul Avila, Secretary
Andy Waters, Director

B. PUBLIC FORUM/ORAL COMMUNICATION

This portion of the agenda may be utilized by any member of the public to address the Board of Directors on any matter within the jurisdiction of the Board that does not appear on the agenda. Depending on the subject matter, the Board of Directors may be unable to respond at this time, or until the specific topic is placed on the agenda at a future CMWD Board Meeting, in accordance with the Ralph M. Brown Act. Please limit remarks to three minutes.

To participate:

<https://us06web.zoom.us/j/86320297528?pwd=TEpmRGdsTk4xbG5FMkpuc0MwNTZxdz09>

Phone # +1 (720) 707-2699 *825427# (Denver)

Meeting ID: 863 2029 7528

Password: 825427

C. WATER POLICY AND STRATEGY

1. Review of Strategic Plan and Development of Strategic Plan Update and Priorities
(Discussion only)

D. ADJOURNMENT to Special Board Meeting/Retreat September 07, 2022 at 9:30 a.m.

CALLEGUAS MUNICIPAL WATER DISTRICT
Westlake Village Inn
31943 Agoura Rd., Westlake Village, California 91361
www.calleguas.com

SPECIAL BOARD OF DIRECTORS MEETING/RETREAT
September 07, 2022, 9:30 a.m.

AGENDA

Written communications from the public must be received by 8:30 am on the Thursday preceding a regular Board meeting in order to be included on the agenda and considered by the Board at that meeting. Government Code Section 54954.2 prohibits the Board from taking action on items not posted on the agenda except as provided in Subsection 54954.2(b).

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

BOARD OF DIRECTORS

Steve Blois, President
Andres Santamaria, Vice President
Scott H. Quady, Treasurer
Raul Avila, Secretary
Andy Waters, Director

B. MINUTES

Action: It is recommended that the Board approve the August 17, 2022 minutes.

C. WRITTEN COMMUNICATION

D. PUBLIC FORUM/ORAL COMMUNICATION

This portion of the agenda may be utilized by any member of the public to address the Board of Directors on any matter within the jurisdiction of the Board that does not appear on the agenda. Depending on the subject matter, the Board of Directors may be unable to respond at this time, or until the specific topic is placed on the agenda at a future CMWD Board Meeting, in accordance with the Ralph M. Brown Act. Please limit remarks to three minutes.

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Phone # +1 (720) 707-2699 *825427# (Denver)

Meeting ID: 863 2029 7528

Password: 825427

E. GENERAL MANAGER

1. Public Hearing and discussion regarding Resolution No. 2055, amending the District's Conflict of Interest Code

Action: *It is recommended that the Board adopt Resolution No. 2055.*

F. ADMINISTRATIVE SERVICES

G. HUMAN RESOURCES

H. OPERATIONS AND MAINTENANCE

I. RESOURCES AND PUBLIC AFFAIRS

1. Discussion regarding a proposed \$1,000,000 increase in the Calleguas Turf Replacement Program for a total budget of \$2,000,000

Action: *It is recommended that the Board approve a \$1,000,000 increase in the Calleguas Turf Replacement Program budget for the purpose of continuing a \$1.00 per square foot supplemental contribution to Metropolitan's turf replacement rebate for residential customers only.*

J. ENGINEERING AND CONSTRUCTION

K. WATER POLICY AND STRATEGY

1. Review of Strategic Plan and Development of Strategic Plan Update and Priorities
(Discussion only)

L. DISTRICT COUNSEL

M. BOARD OF DIRECTORS

1. Discussion regarding an extension of Resolution No. 2031, continuing the proclamation of a local emergency, continuing the ratification of the proclamation of a State of Emergency by executive order, and authorizing remote teleconference meetings of the legislative bodies of Calleguas Municipal Water District pursuant to Brown Act provisions

Action: *It is recommended that the Board extend Resolution No. 2031 authorizing remote teleconference meetings of the legislative bodies of the District.*

N. CLOSED SESSION

O. OTHER BUSINESS

P. FUTURE AGENDA ITEMS

Q. ADJOURNMENT to Board Meeting September 21, 2022 at 5:00 p.m.

Note: Calleguas Municipal Water District has resumed in-person meetings in accordance with the Brown Act. In accordance with the State of Emergency declaration issued on March 4, 2020 by the Governor of the State of California in response to COVID-19 , Ventura County Health Officer Orders, and Government Code 54953(e), the District has also established alternative methods of participation which permit members of the public to observe and address public meetings telephonically and/or electronically. These methods of participation can be accessed through the internet link provided at the top of this agenda.

In addition to the above referenced methods of participation, members of the public may also participate by submitting comments by email to info@calleguas.com by 5:00 p.m. on the calendar day prior to the public meeting. Email headers should refer to the Board meeting for which comments are offered. Comments received will be placed into the record and distributed appropriately.

Agendas, agenda packets, and additional materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available on the District website at www.calleguas.com

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, requests for disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Secretary to the Board in advance of the meeting to ensure the availability of the requested service or accommodation. Notices, agendas, and public documents related to the Board meetings can be made available in appropriate alternative format upon request.



Special Board Meeting/Retreat
Agenda Memo
September 06 and September 07, 2022

** An asterisk indicates that additional paperwork is provided in the packet or will be sent out later to supplement the packet as noted.*

September 6, 2022

C. WATER POLICY AND STRATEGY

1. Review of Strategic Plan and Development of Strategic Plan Update and Priorities
(Discussion only)

The Associate General Manager will facilitate a strategic planning discussion that will use a four step framework to assess the District's role in water supply reliability. The general outline of the process over the two days of strategic planning is broadly described below.

- Past – How has water supply reliability changed over the District's history and most recently? Why did those changes happen?
- Present – Which of those historical drivers might be at work again? What are new sources of change are we seeing at work? What things might slow or prevent change?
- Futures (Scenarios) – What are the logical alternative futures for the District's role in water supply reliability? How might we characterize the principal uncertainties? What are the opportunities and threats? Who will resist, channel, or accelerate change?
- Aspiration – What is the Board's vision for the District's role in water supply reliability?
- Next steps

September 7, 2022

C. WRITTEN COMMUNICATION

E. GENERAL MANAGER

1. Public Hearing and discussion regarding Resolution No. 2055, amending the District's Conflict of Interest Code**

Action: *It is recommended that the Board adopt Resolution No. 2055.*

On July 20, 2022, the Board adopted a resolution stating its intent to amend Calleguas' Conflict of Interest Code to: add the Manager of Human Resources position.

A notice regarding the amended Conflict of Interest Code and public hearing was posted on Calleguas' notice board throughout the comment period and published twice in the Ventura County Star. To date no comments have been received.

A copy of the proposed amended Conflict of Interest Code is provided in the packet. It is the same as the draft provided to the Board in the July 20, 2022 packet.

F. ADMINISTRATIVE SERVICES

G. HUMAN RESOURCES

H. OPERATIONS AND MAINTENANCE

I. RESOURCES AND PUBLIC AFFAIRS

1. Discussion regarding a proposed \$1,000,000 increase in the Calleguas Turf Replacement Program for a total budget of \$2,000,000*

Action: It is recommended that the Board approve a \$1,000,000 increase in the Calleguas Turf Replacement Program budget for the purpose of continuing a \$1.00 per square foot supplemental contribution to Metropolitan's turf replacement rebate for residential customers only.

Metropolitan's turf replacement program currently offers a rebate of \$2.00 per square foot of irrigated turf that is removed and replaced with California-friendly landscaping, up to 5,000 square feet per year for residential customers and 50,000 square feet per year for commercial customers.

In FY 2014-2015, during the 2012-2016 drought cycle, the Board approved a total budget of \$2,525,000 to supplement Metropolitan's turf rebates with an additional \$1.00 per square foot for residential customers. \$2,488,559 of that budget was utilized and the Calleguas supplement was discontinued after July 1, 2015.

In August 2021, the Board approved a \$500,000 budget to re-establish a turf rebate supplement for both (1) residential and (2) commercial, industrial, and institutional (CII) customers. In March 2022, the Board approved an increase in the turf rebate supplement budget to \$1,000,000 as reservations grew. Following the implementation of the Emergency Water Conservation Program (EWCP), the number of applications spiked over the summer and the remaining turf rebate supplement budget was fully committed as of

August 2022. High volumes of new applications continue to be submitted (see attached Summary of Turf Rebate Activity).

To maximize the reach of Calleguas' turf replacement supplement, and considering emergency regulations regarding the ban on watering of non-functional turf at CII properties, it is recommended that the proposed budget amendment be allocated to residential customers only. It is anticipated that the proposed budget amendment will cover program activity through spring 2023, at which time water supply conditions for CY 2023 will be known.

Considering current drought conditions, the implementation of watering restrictions under the EWCP, and the value in continuing to offer popular consumer rebate programs – both in terms of reducing regional water demand and clearly demonstrating a commitment to water use efficiency – it is recommended that the Board approve an increase of \$1,000,000 in the Calleguas turf replacement program budget for the purpose of continuing a \$1.00 per square foot supplemental contribution to Metropolitan's turf replacement rebate.

J. ENGINEERING AND CONSTRUCTION

K. WATER POLICY AND STRATEGY

1. Review of Strategic Plan and Development of Strategic Plan Update and Priorities *(Discussion only)*

The Associate General Manager will continue facilitating a strategic planning discussion using a four step framework to assess the District's role in water supply reliability. The general outline of the process over the two days of strategic planning is broadly described below.

- Past – How has water supply reliability changed over the District's history and most recently? Why did those changes happen?
- Present – Which of those historical drivers might be at work again? What are new sources of change are we seeing at work? What things might slow or prevent change?
- Futures (Scenarios) – What are the logical alternative futures for the District's role in water supply reliability? How might we characterize the principal uncertainties? What are the opportunities and threats? Who will resist, channel, or accelerate change?
- Aspiration – What is the Board's vision for the District's role in water supply reliability?
- Next steps

L. DISTRICT COUNSEL

M. BOARD OF DIRECTORS

1. Discussion regarding an extension of Resolution No. 2031, continuing the proclamation of a local emergency, continuing the ratification of the proclamation of a State of Emergency by executive order, and authorizing remote teleconference meetings of the legislative bodies of Calleguas Municipal Water District pursuant to Brown Act provisions

Action: It is recommended that the Board extend Resolution No. 2031 authorizing remote teleconference meetings of the legislative bodies of the District.

On October 6, 2021 the Board passed Resolution 2031 authorizing remote teleconference meetings pursuant to AB 361. AB 361 modifies the Brown Act and authorizes teleconference meetings when a State of Emergency has been proclaimed by the Governor, and meeting in person presents imminent risk to the health and safety of attendees. [Government Code §54953(e)(1)]

In order to continue teleconference meetings, AB 361 requires reconsideration of findings every 30 days. [Government Code §54953(e)(3)]. Since the passage of AB 361, the Governor's March 4, 2020 Proclamation of Emergency due to COVID-19 remains in effect, and conditions set forth in Resolution 2031 have not changed with respect to the risks to the health and safety of attendees. Staff will continue to monitor the status of the Governor's order, and prevailing conditions, and inform the Board.

Staff recommends that, based on reconsideration of the above referenced conditions, Resolution 2031 be extended for an additional 30 days. Such extension shall take effect immediately and will be effective until October 7, 2022 or until such earlier time that the Board takes additional action by resolution or motion in accordance with Water Code §71276 and Government Code §54953(e) to extend the time during which the legislative bodies of Calleguas Municipal Water District may continue to teleconference without compliance with standard Brown Act requirements.

CALLEGUAS MUNICIPAL WATER DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
August 17, 2022

MINUTES

The meeting of the Board of Directors of Calleguas Municipal Water District was held in-person at 2100 E. Olsen Road, Thousand Oaks CA 91360 and telephonically and via videoconference in accordance with the State of Emergency Declaration issued on March 4, 2020 by the Governor of the State of California, Government Code §54953(e), and Calleguas Resolution No. 2031.

The meeting was called to order by Steve Blois, President of the Board, at 4:01 p.m.

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

Directors at District Steve Blois, President
Headquarters and Raul Avila, Secretary
Participating via Andy Waters, Director (arrived at 5:00 p.m.)
Videoconference:

Directors Present via Andres Santamaria, Vice President
Videoconference:

Director Absent: Scott Quady, Treasurer

Staff Present at Anthony Goff, General Manager
District Headquarters Grant Burton, Manager of Human Resources
and Participating via Henry Graumlich, Associate General Manager
Videoconference: Kristine McCaffrey, Manager of Engineering
Rob Peters, Manager of Operations and Maintenance
Steve Sabbe, IT Coordinator
Dan Smith, Manager of Administrative Services
Kara Wade, Clerk of the Board

Staff Present via Jennifer Lancaster, Principal Resource Specialist
Videoconference: Susan Molen, Administrative Assistant

Legal Counsel Present Robert Cohen, Cohen & Burge, LLP, District Counsel
at District
Headquarters and
Participating via
Videoconference:

Legal Counsel Present
via Videoconference :

Eric Garner and Jeff Dunn, Best Best & Krieger,
Special Counsel

N. CLOSED SESSION (4:00 p.m.)

- 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. VENCIO0509700.**

At 4:02 p.m., Director Blois adjourned to Closed Session to discuss Item N-1 as stated on the agenda.

CLOSED SESSION CONTINUING

At 4:38 p.m., Director Blois convened the meeting to a recess.

At 5:00 p.m., Director Blois reconvened to Open Session.

Regarding N-1, Director Blois stated that the Board received a report from Counsel and no action was taken.

B. MINUTES

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 4-0-1 to approve the August 03, 2022 minutes.

AYES: Directors Waters, Avila, Santamaria, Blois

NOES: None

ABSENT: Director Quady

C. WRITTEN COMMUNICATION

None

D. PUBLIC FORUM/ORAL COMMUNICATION

The General Manager said that he received a letter from Mr. John Fonti today and that Mr. Fonti requested the letter be read during the public forum section of the agenda. The letter was read by the General Manager as requested, and no action was taken.

Several members of the public attended virtually or in person, including business owners, residents, and management from other agencies. They proposed ideas regarding the drought, including the following:

- Seawater desalination
- Groundwater desalting from the Simi Valley Basin
- Fewer legal and political obstacles
- Receive the same water resources available to all of Metropolitan's member agencies
- Work cooperatively for solutions

President Blois thanked the attendees for voicing their concerns. He told them that Calleguas will be working on their Strategic Plan update at the next Special Board Meeting in September.

E. GENERAL MANAGER

The General Manager thanked the Acting General Manager for her management of the District while he was on vacation.

F. ADMINISTRATIVE SERVICES

1. July 2022 Water Use and Sales, June 2022 Power Generation, and July 2022 Investment Summary Reports

The Board of Directors reviewed the subject reports. No action was taken.

2. Disbursements for the District's monthly activities for July 2022

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

On a motion by Director Waters, seconded by Director Avila, the Board of Directors voted 4-0-1 to approve the outstanding bills for payment.

AYES: Directors Waters, Avila, Santamaria, Blois

NOES: None

ABSENT: Director Quady

3. Second Quarter 2022 Investment Report

Representatives from Chandler Asset Management presented the report. No action was taken.

G. HUMAN RESOURCES

None

H. OPERATIONS AND MAINTENANCE

None

I. RESOURCES AND PUBLIC AFFAIRS

None

J. ENGINEERING AND CONSTRUCTION

1. Discussion regarding Kiewit Infrastructure West Co.'s Change Order No. 6 in the amount of \$596,217.16 for the LVMWD-CMWD Interconnection (Project No. 450)

The Manager of Engineering said that Ordinance No. 18 authorizes the General Manager to sign for and on behalf of the District all construction change orders in which each individual change to the work is both less than \$100,000 and less than 25% of the original construction contract amount. This Change Order No. 6 exceeds \$100,000 so Board approval is required.

Variable frequency drives (VFD) control the speed of motors, varying the frequency and voltage of the power supply, which allows the pumps to operate efficiently over a wide range of pressures and flows. This is critical to the successful operation of the interconnection, which needs to be able to operate over wide ranges of pressure and flow. A switchboard is a component of an electrical distribution system which divides an electrical power feed into branch circuits while providing a protective circuit breaker or fuse for each circuit in a common enclosure. The VFD and switchboard are critical components of the electrical equipment for the pump station.

The pump station includes two switchboards (SBA and SBB), each consisting of multiple wall-height cabinets. Three of these cabinets within switchboard SBB will house two VFDs (one for each pump) and an active harmonic filter, which is necessary to mitigate harmonics and improve equipment operating life and system capacity.

The Contract Documents required that circuit breakers for each of the VFDs and the active harmonic filter be located within their respective cabinets. These locations were based on initial coordination with the design-basis supplier and manufacturer of the switchboard and VFD equipment. During construction, follow-up coordination with the design-basis supplier and manufacturer determined that there was inadequate space within each cabinet to accommodate the VFDs and active harmonic filter and their respective circuit breakers. The circuit breakers need to be relocated to a separate cabinet within switchboard SBB to provide additional space for the VFD and active harmonic filter equipment within their respective cabinets. Because of this required

change, mechanical Kirk-Key interlocks must also be installed between the relocated circuit breakers and their respective VFD/active harmonic filter cabinet doors to prevent access to energized parts behind cabinet doors unless the circuit breaker is de-energized. These changes increase the cost of the equipment.

An additional 64 days of contractor overhead costs were also included in this change order. This is due to the fact that the changes impact the critical path of the schedule and extend the overall duration of the work due to the time required to prepare the modified electrical drawings and specifications, respond to related requests for information, execute this Change Order, and perform the additional work. This methodology is in accordance with the Contract Documents and is a standard practice in the construction industry.

Staff has diligently negotiated with the contractor on this Change Order to ensure that the contractor is fairly compensated for legitimate extra work, while at the same time ensuring the District's interests are appropriately considered.

It should be noted that, due to staff's efforts, the Department of Water Resources has awarded this project \$3.5 million in funding under the Proposition 1 Integrated Regional Water Management Implementation Grant Program.

On a motion by Director Santamaria, seconded by Director Waters, the Board of Directors voted 4-0-1 to approve the Change Order No. 6.

AYES: Directors Waters, Avila, Santamaria, Blois

NOES: None

ABSENT: Director Quady

2. Discussion regarding approval of a capital project budget increase in the amount of \$4,000,000 for LVMWD-CMWD Interconnection (Project No. 450)

The Manager of Engineering said that the additional capital project budget is required to complete the LVMWD-CMWD Interconnection (Project No. 450) due to the following:

- Prior to bidding, the Board approved a budget allocation for bidding and construction based on the Engineer's estimate. The lowest bid was 18% higher than the Engineer's estimate. At the time, staff had hoped to be able to complete the project within the established capital project budget and did not request a budget increase.
- Since the previous capital project budget allocation to address Change Order No. 2 and approved by the Board on January 5, 2022, there have been additional unanticipated costs including Change Order Nos. 3, 4, 5, and Change Order No. 6 in Item No. J-1, that were not known at the time of the previous capital project budget allocation.

- The longer period of work (as explained in Item J-1) will require additional project management and construction inspection effort by staff, as well as materials inspection by the District's specialty inspection consultants for welding and construction materials testing.

On a motion by Director Waters, seconded by Director Santamaria, the Board of Directors voted 4-0-1 to approve the budget increase.

AYES: Directors Waters, Avila, Santamaria, Blois

NOES: None

ABSENT: Director Quady

Director Blois requested that Director Santamaria lead the meeting for the next item on the agenda. After assigning Board President duties to Vice President Santamaria, Director Blois recused himself from the meeting and left the room at 6:09 p.m.

3. Discussion regarding Resolution No. 2053, award of the contract for As-Needed Pipeline Services and authorization of a budget of \$1,200,000

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AWARDING THE CONTRACT FOR AS-NEEDED PIPELINE SERVICES

The Manager of Engineering said that, on August 5, the District received two complete bids for As-Needed Pipeline Services, ranging from \$78,128.73 to \$86,484.47 (an additional two bids were submitted, but did not include all of the required components of the bid). The bid prices were based on a hypothetical project where bidders applied their bid markup to equipment costs from Caltrans rates, labor costs from prevailing wage rates, and materials. District staff has reviewed the bids and recommends awarding to the lowest responsive and responsible bidder, Blois Construction, Inc. Staff estimates that approximately \$400,000 per year of work will be completed under this contract, with all work performed on an as-needed basis. Blois Construction, Inc., meets the experience requirements to perform the work and has previously held this contract; they also recently assisted the District with the emergency repair on the Lake Sherwood Feeder. The contract will be effective for one year from execution of the contract with an option to renew annually for up to two additional years if Calleguas so desires.

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 3-0-1-1 to adopt Resolution No. 2053 and authorize a budget of \$1,200,000 for the contract. Resolution No. 2053 is attached and made part of these minutes.

AYES: Directors Waters, Avila, Santamaria
NOES: None
ABSENT: Director Quady
RECUSED: Director Blois

Director Blois returned to the room at 6:12 p.m. and resumed the duties of leading the meeting.

4. Discussion regarding Amendment No. 5 - Agreement Regarding the Pilot Reclaimed Water System Project for the Purchase and Sale of Reclaimed Water Among Calleguas Municipal Water District, the City of Simi Valley, and Ventura County Waterworks District No. 8

The Manager of Engineering said that Calleguas owns and operates a recycled water pipeline in the City of Simi Valley for transporting recycled water from the City's wastewater treatment plant to the landfill for use for dust control and irrigation. The use of this pipeline is governed by an agreement between the City and Calleguas, dated November 21, 1994, and subsequent amendments, dated June 18, 2001, February 2, 2015, April 16, 2016, and February 19, 2020.

As the Board knows, Calleguas has offered to sell the facilities to Simi Valley so that Calleguas may cease operation of a retail system and focus on its mission as a wholesale water agency. Simi Valley is interested in purchasing the facilities but has not yet obtained the necessary funds to do so. The agreement terminated in November 2021 although operation has continued by both parties under the terms of the existing agreement. This amendment would extend the term of the agreement five additional years to allow recycled water to continue to be delivered while the future of the system is determined.

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 4-0-1 to authorize the General Manager to sign the amendment.

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

5. Construction Update

The Manager of Engineering presented construction photos from ongoing projects. No action was taken.

K. WATER POLICY AND STRATEGY

The Associate General Manager reviewed the significance of the Metropolitan Board of Directors resolution “Affirming a Call to Action and a Commitment to Regional Reliability for All Member Agencies.” The resolution confirmed Metropolitan’s commitment to regional reliability for all member agencies and a commitment to identify, fund, and construct the infrastructure improvements necessary to provide equitable access by State Water Project dependent portions to Metropolitan’s supply and storage assets. The Board action represented months of intensive coordination of District staff with managers from the other State Water Project dependent Metropolitan member agencies and Metropolitan executive staff. The resolution was passed unanimously by the Metropolitan Board of Directors on August 16, 2022.

L. DISTRICT COUNSEL

District Counsel said that the Phase 2 Trial will commence on September 26, 2022, regarding the Las Posas litigation.

M. BOARD OF DIRECTORS

1. Oral reports on meetings attended by Board members

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

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

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

3. Metropolitan update

Director Blois noted the Metropolitan resolution committing to address the equitable access to Metropolitan’s supply and storage assets. He noted the strong support from the other Metropolitan member agencies to address the State Water Project dependent area. Director Blois also noted that the election for chair of the Metropolitan Board is coming up in October.

4. Discussion regarding an extension of Resolution No. 2031, continuing the proclamation of a local emergency, continuing the ratification of the proclamation of a State of Emergency by executive order, and authorizing remote teleconference meetings of the legislative bodies of Calleguas Municipal Water District pursuant to Brown Act provisions

On October 6, 2021 the Board passed Resolution No. 2031 authorizing remote teleconference meetings pursuant to AB 361. AB 361 modifies the Brown Act and authorizes teleconference meetings when a State of Emergency has been proclaimed by the Governor, and meeting in person presents imminent risk to the health and safety of attendees. [Government Code §54953(e)(1)]

In order to continue teleconference meetings, AB 361 requires reconsideration of findings every 30 days. [Government Code §54953(e)(3)]. Since the passage of AB 361, the Governor's March 4, 2020 Proclamation of Emergency due to COVID-19 remains in effect, and conditions set forth in Resolution No. 2031 have not changed with respect to the risks to the health and safety of attendees. Staff will continue to monitor the status of the Governor's order, and prevailing conditions, and inform the Board.

Staff recommends that, based on reconsideration of the above referenced conditions, Resolution No. 2031 be extended for an additional 30 days. Such extension shall take effect immediately and will be effective until September 16, 2022 or until such earlier time that the Board takes additional action by resolution or motion in accordance with Water Code §71276 and Government Code §54953(e) to extend the time during which the legislative bodies of Calleguas Municipal Water District may continue to teleconference without compliance with standard Brown Act requirements.

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 4-0-1 to extend Resolution No. 2031 authorizing remote teleconference meetings of the legislative bodies of the District. Resolution No. 2031 is attached and made part of these minutes.

AYES: Directors Waters, Avila, Santamaria, Blois

NOES: None

ABSENT: Director Quady

Director Blois said that Items O and P on the agenda would be heard at this time.

O. OTHER BUSINESS

None

P. FUTURE AGENDA ITEMS

- Ongoing status update of Emergency Water Conservation Program (EWCP) Performance and Compliance
- Schedule a Drought Ad Hoc Committee Meeting

Director Blois said that Item N-2 on the agenda would be heard at this time.

N. CLOSED SESSION

2. Pursuant to Government Code Section 54957 (personnel exemption), Employee Performance Evaluation – General Manager

At 6:59 p.m., Director Blois adjourned to Closed Session to discuss Item N-2 as stated on the agenda.

CLOSED SESSION CONTINUING

At 7:42 p.m., Director Blois reconvened the meeting to Open Session.

Regarding N-2, the Manager of Human Resources stated that the Board concluded the General Manager performed in an exemplary manner. Based on that level of performance, the current 12 month consumer price index of 7.7%, and a salary survey conducted by the Manager of Human Resources showing that the General Manager is currently paid approximately 18% below the relevant market, the Board decided to increase the General Manager's salary, effective September 1, 2022.

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 4-0-1 to increase the General Manager's annual salary to \$345,000. The increase will become effective with the pay period commencing September 1, 2022.

AYES: Directors Waters, Avila, Santamaria, Blois

NOES: None

ABSENT: Director Quady

Q. ADJOURNMENT

Director Blois declared the meeting adjourned at 7:47 p.m.

Respectfully submitted,

Raul Avila, Board Secretary

RESOLUTION NO. 2055
A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AMENDING A CONFLICT OF INTEREST CODE

WHEREAS, pursuant to Government Code Section 87302, Calleguas Municipal Water District's (Calleguas) conflict of interest code designates employees who must disclose certain investments, income, interests in real property, and business positions, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests; and

WHEREAS, pursuant to Government Code Sections 87306, Calleguas must amend its conflict of interest code when change is necessitated by changed circumstances; and

WHEREAS, on July 20, 2022, the Board of Directors of Calleguas adopted Resolution No. 2050 establishing its intent to amend its conflict of interest code, hold a public hearing on September 07, 2022, consider and act on all protests and comments, and vote on adoption of a resolution amending the District's Conflict of Interest Code; and

WHEREAS, a written comment period was established commencing on July 25, 2022, and terminating on September 07, 2022; and

WHEREAS, a notice regarding the amended conflict of interest code and public hearing was posted on Calleguas' public notice board throughout the comment period and published twice in the Ventura County Star newspaper; and

WHEREAS, the public hearing was held on September 07, 2022.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Calleguas as follows:

Calleguas hereby amends its Conflict of Interest Code to: add the Manager of Human Resources position.

ADOPTED, PASSED AND APPROVED this 7th day of September 2022, at a meeting of the Board of Directors.

By: _____
Steve Blois, President
Board of Directors

I HEREBY CERTIFY that this Conflict of Interest Code was adopted at a meeting of the Board of Directors of Calleguas Municipal Water District held on September 07, 2022.

ATTEST:

(SEAL)

Raul Avila, Secretary
Board of Directors



**CONFLICT OF INTEREST CODE
CALLEGUAS MUNICIPAL WATER DISTRICT**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Calleguas Municipal Water District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Calleguas Municipal Water District. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Exhibit A.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

Adopted this seventh day of September 2022

Steve Blois, President
Board of Directors

I HEREBY CERTIFY that this Conflict of Interest Code was adopted at a meeting of the Board of Directors of Calleguas Municipal Water District held on September 07, 2022

ATTEST:

Raul Avila, Secretary
Board of Directors

EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
5	Board Member	1	COB
1	District Counsel	1	COB
1	General Manager	1	COB
1	Manager of Human Resources	1	COB
1	Manager of Resources	1	COB
1	Manager of Engineering	1	COB
1	Manager of Administrative Services	1	COB
1	Manager of Operations and Maintenance	2,4	COB
1	Associate General Manager	2,4	COB
Consultants ¹		1	AC

¹ The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

Category 2 – REAL PROPERTY

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trusts in which the public official holds a business position or has an *investment* or other financial interest.

Category 4 – PROCUREMENT

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

**ADDENDUM DESIGNATING OFFICIALS WHO
MANAGE PUBLIC INVESTMENTS**

Pursuant to Government Code section 87200 et seq., certain city and county officials, as well as all “other officials who manage public investments,” are required to disclose their economic interests in accordance with the Political Reform Act. This Addendum provides the relevant definitions for determining which public officials qualify as “other officials who manage public investments,” designates the agency’s positions which qualify as such, and states the Filing Officer for each designated position.

APPLICABLE DEFINITIONS

As set forth in 2 California Code of Regulations section 18700.3, the following definitions apply for the purposes of Government Code section 87200:

(1) “Other public officials who manage public investments” means:

(A) Members of boards and commissions, including pension and retirement boards or commissions, or of committees thereof, who exercise responsibility for the management of public investments;

(B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category shall not include officers and employees who work under the supervision of the chief or principal investment officers or the chief financial managers; and

(C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B) above.

(2) “Public investments” means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

(3) “Public moneys” means all moneys belonging to, received by, or held by, the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity, and includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

(4) “Management of public investments” means the following nonministerial functions: directing the investment of public moneys; formulating or approving investment policies; approving or establishing guidelines for asset allocations; or approving investment transactions.

DESIGNATED POSITIONS AND FILING OFFICERS

Based on the foregoing, the following agency positions and/or consultants qualify as “other officials who manage public investments” and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

# of POSITIONS	POSITION TITLE/CONSULTANT	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency’s Clerk [AC])
1	Investment Manager (Consultant ²)	AC

² The Investment Manager shall be identified in writing on a Fair Political Practices Commission Form 805 prepared and maintained in the manner described in Footnote 1.

Summary of Turf Rebate Activity

September 1, 2021 – August 29, 2022

On September 1, 2021, Calleguas began adding a \$1/square foot supplement to residential and commercial turf rebates issued through Metropolitan’s Regional Program with a total supplemental incentive budget of \$1 million. Metropolitan provides \$2/square foot, so Calleguas customers received a total rebate of \$3/square foot for turf replacement projects until the budget was fully expended, which occurred at the beginning of FY 22-23 during a spike in program applications over the summer of 2022.

Per Metropolitan’s program terms and conditions, residential customers are eligible for the rebate on projects up to 5,000 square feet of turf replaced. CII customers have a project maximum of 50,000 square feet. Therefore, the maximum supplement a residential customer could receive from Calleguas is \$5,000 and \$50,000 for CII customers.

The following tables detail the program activity from September 2021 through August 2022.

CII Paid Rebates¹					
Purveyor	Site	Type	Calleguas Supplement²	Metropolitan Incentive	Total Rebate Paid
City of Camarillo	Arneill Ranch Park	Public Agency	\$0	\$100,000	\$100,000
	Pitts Ranch Park	Public Agency	\$0	\$52,042	\$52,042
City of Thousand Oaks	Symphony HOA	HOA Common Area	\$0	\$20,660	\$20,660
	Sunset Hills Golf Course	Commercial	\$0	\$82,372	\$82,372
TOTAL	4	-	\$0	\$255,074	\$255,074

1 – Includes all rebates paid after September 1, 2021.

2 – Only applications received on or after Sept. 1, 2021 received the supplement. Public Agency projects receiving \$3/sq ft from Metropolitan do not receive Calleguas supplement.

Residential Paid Rebates¹					
Purveyor	No. of Applications	Purveyor Supplement²	Calleguas Supplement³	Metropolitan Incentive	Total Rebate Paid
CA Water Service (Westlake)	1	\$0	\$0	\$3,600	\$3,600
California American Water (Newbury Park)	27	\$19,271	\$26,649	\$74,022	\$119,942
City of Camarillo	17	\$0	\$14,321	\$51,710	\$66,031
Camrosa Water District	12	\$0	\$16,308	\$51,206	\$67,514
Golden State Water (Simi Valley)	9	\$0	\$6,185	\$20,726	\$26,911
City of Oxnard	7	\$0	\$3,758	\$14,226	\$17,984
City of Simi Valley	20	\$0	\$12,214	\$64,466	\$76,680
City of Thousand Oaks	21	\$0	\$17,773	\$57,508	\$75,281
Triunfo Water & Sanitation District	1	\$0	\$1,100	\$2,200	\$3,300
Ventura County Water Works District No. 1 (Moorpark)	7	\$0	\$5,414	\$20,664	\$26,078
Ventura County Water Works District No. 17 (Bell Canyon)	1	\$0	\$1,252	\$2,504	\$3,756
Ventura County Water Works District No. 38 (Lake Sherwood)	1	\$0	\$258	\$516	\$774
TOTAL	124	\$19,271	\$105,232	\$363,348	\$487,851

1 – Includes all rebates paid after September 1, 2021.

2 – California American Water Company is the only Calleguas purveyor that adds its own supplement (\$1/sq ft for residential only)

3 – Only applications received on or after Sept. 1, 2021 received the supplement.

CII Approved Rebate Reservations¹					
Purveyor	Site	Type	Calleguas Supplement²	Metropolitan Incentive	Total Rebate Reservation
California American Water (Newbury Park)	Oaknoll Condominium Complex	HOA Common Area	\$9,516	\$19,032	\$28,548
	Dos Vientos Ranch	HOA Common Area	\$7,000	\$14,000	\$21,000
	Amgen	Commercial	\$15,930	\$31,860	\$47,790
City of Camarillo	Bob Kildee Community Park	Public Agency	\$10,000	\$20,000	\$30,000
City of Simi Valley	Casablanca HOA Tierra Rejada Park	HOA Common Area	\$50,000	\$100,000	\$150,000
	Simi Valley Police Dept.	Public Agency	\$0	\$147,507	\$147,507
Triunfo Water & Sanitation District	Sherwood Valley HOA	HOA Common Area	\$50,000	\$100,000	\$150,000
	Morrison Estates	HOA Common Area	\$50,000	\$100,000	\$150,000
	The Meadows at Sherwood	HOA Common Area	\$39,000.00	\$78,000.00	\$117,000.00
Ventura County Water Works District No. 1 (Moorpark)	Moorpark Highlands HOA	HOA Common Area	\$6,138	\$12,276	\$18,414
Ventura County Water Works District No. 38 (Lake Sherwood)	Sherwood Valley HOA	HOA Common Area	\$50,000	\$100,000	\$150,000
TOTAL	11	-	\$287,584	\$722,675	\$1,010,259

1 – Rebate applications in with approved reservations as of August 29, 2022

2 – Only applications received on or after Sept. 1, 2021 receive the supplement. Public Agency projects receiving \$3/sq ft from Metropolitan do not receive Calleguas supplement.

Residential Approved Rebate Reservations¹					
Purveyor	No. of Applications	Purveyor Supplement²	Calleguas Supplement³	Metropolitan Incentive	Total Rebate Reservation
California American Water (Newbury Park)	99	\$22,476	\$95,608	\$267,478	\$385,562
City of Camarillo	29	\$0	\$30,164	\$95,998	\$126,162
Camrosa Water District	40	\$0	\$46,375	\$153,508	\$199,883
Channel Islands Beach CSD	1	\$0	\$783	\$1,566	\$2,349
Crestview Mutual Water Company	8	\$0	\$13,907	\$31,214	\$45,121
Golden State Water (Simi Valley)	35	\$0	\$36,639	\$100,014	\$136,653
City of Oxnard	37	\$0	\$33,687	\$83,820	\$117,507
Pleasant Valley Mutual Water Company	4	\$0	\$7,043	\$19,860	\$26,903
City of Port Hueneme	2	\$0	\$6,496	\$12,992	\$19,488
City of Simi Valley	91	\$0	\$104,567	\$270,424	\$374,991
City of Thousand Oaks	131	\$0	\$120,101	\$375,950	\$496,051
Triunfo Water & Sanitation District	15	\$0	\$6,847	\$22,148	\$28,995
Ventura County Water Works District No. 1 (Moorpark)	35	\$0	\$27,000	\$82,928	\$109,928
Ventura County Water Works District No. 17 (Bell Canyon)	2	\$0	\$662	\$4,324	\$4,986
Ventura County Water Works District No. 19 (Somis)	2	\$0	\$6,353	\$12,706	\$19,059
Ventura County Water Works District No. 38 (Lake Sherwood)	4	\$0	\$1,200	\$16,100	\$17,300
TOTAL	535	\$22,476	\$537,432	\$1,551,030	\$2,110,938

1 – Rebate applications in with approved reservations as of August 29, 2022

2 – California American Water Company is the only Calleguas purveyor that adds its own supplement (\$1/sq ft for residential only)

3 – Calleguas supplement was applied to applications submitted on or after September 1, 2021.

New Applications Awaiting Reservation Approval¹					
Type	No. of Applications	Purveyor Supplement²	Calleguas Supplement³	Metropolitan Incentive	Total Requested Rebate Reservations
CII	20	\$0	\$382,496	\$789,314	\$1,171,810
Public Agency ⁴	10	\$0	\$0	\$513,012	\$513,012
Residential	318	\$3,656	\$291,362	\$916,998	\$1,212,016
TOTAL	349	\$3,656	\$678,858	\$2,229,324	\$2,911,838

1 – Applications in the first stage of the TRP process that do not yet have approved reservations. These applications may not yet have been processed or the program administrator may be awaiting additional information from applicant. Applications only receive an approved reservation and move to the next stage of the process when the program administrator has received all required information and verified that the project is eligible for the rebate. An estimated 20-30 percent of applications do not receive an approval and are denied for not meeting program eligibility requirements. The previous two tables show applications that have received an approved reservation amount.

2 – As of August, Cal Am supplemental funding budget has been fully committed.

3 – As these applications have not yet received an approved reservation, Metropolitan does not consider these funds committed at this stage. See the previous two tables for committed funds in approved reservations. As of August 2022, Calleguas supplemental funding budget has been fully committed.

4 – Metropolitan funds the full \$3/sq ft for Public Agencies.