

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
August 04, 2021

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 Executive Orders N-25-20, N-29-20, and N-08-21 of the State of California on August 04, 2021.

The meeting was called to order by Steve Blois, President of the Board, at 5:00 p.m.

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

Directors Present Via Videoconference: Steve Blois, President
Andres Santamaria, Vice President
Andy Waters, Director

Directors Present at District Headquarters: Scott Quady, Treasurer
Raul Avila, Secretary

Staff Present at District Headquarters: Anthony Goff, General Manager
Kristine McCaffrey, Manager of Engineering
Dan Smith, Manager of Administrative Services
Grant Burton, Manager of Human Resources
Dan Drugan, Manager of Resources
Rob Peters, Manager of Operations and Maintenance
Kara Wade, Clerk of the Board
Steve Sabbe, I.T. Coordinator

Staff Present Via Videoconference: Henry Graumlich, Associate General Manager
Kayde Wade, Administrative Assistant

Legal Counsel Present at District Headquarters: Robert Cohen, Cohen & Burge, LLP, District Counsel

B. MINUTES

On a motion by Director Quady, seconded by Director Avila, the Board of Directors voted 5-0 to approve the July 21, 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

None

2. Discussion regarding changes to the District's Organizational Chart

Enclosed in the packet was a revised Organizational Chart reflecting the proposed changes.

The General Manager said that currently the Clerk of the Board supervises the cleaning crew and the General Services Supervisor supervises the Facilities Coordinator and two Administrative Assistants. Cleaning crew members are typically members of the Operations and Maintenance (O&M) Department working under separate contracts to provide after-hours cleaning services. As an O&M Division, General Services is responsible for proper operation and maintenance of District buildings and coordination with outside service vendors for building maintenance, which is consistent with cleaning crew duties. The Clerk of the Board relies on Administrative Assistants within the General Services Division for back up and support. The recommended change, moving the cleaning crew to the General Services Division and an Administrative Assistant position from the General Services Division to the supervision of the Clerk of the Board, will provide essential back-up and support to the Clerk of the Board. There is no fiscal impact of the recommended action.

On a motion by Director Avila, seconded by Director Santamaria, the Board of Directors voted 5-0 to approve changes to the District's Organizational Chart.

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

3. July 2021 Monthly Status Report

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

F. ADMINISTRATIVE SERVICES

1. Discussion regarding a request from City of Simi Valley for a waiver of a \$33,090.74 charge for late payment of its June 2021 invoice

The Manager of Administrative Services said that a letter from the City of Simi Valley (City), dated July 28, 2021, requests that the District waive a late charge related to their June 2021 invoice payment. The payment was due on July 31 and cannot be paid until August 16. Per the letter from the City of Simi Valley, the payment will exceed the amount budgeted for the year and thus cannot be made until their Board approves additional budget for the payment. On July 26, the City became aware of the problem and promptly notified the District. This allowed the District to make arrangements to modify cash flow prior to the end of the month. The City of Simi Valley has an outstanding payment history and staff was unable to find any instances of late payments in the past 10 years.

Ordinance No. 12 assesses a one percent penalty on late payments. Board approval is required if the penalty is to be waived.

On a motion by Director Avila, seconded by Director Santamaria, the Board of Directors voted 5-0 to waive the late charge.

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

2. Discussion regarding the management of the District's investment portfolio and investment transactions

The Manager of Administrative Services said that, in February 2021, Wells Fargo agreed to sell a majority stake in its Wells Fargo Asset Management (WFAM) division to GTCR and Reverence Capital. This venture will move WFAM to a new company created by GTCR, Reverence, and Wells Fargo, which will be named Allspring Global Investments. The purchase results in the transfer of all WFAM assets, employees, and software to Allspring Global Investments.

Depending on Board action, Allspring Global Investments would now oversee the management of all District investments in a similar fashion to WFAM. In this scenario,

personnel that currently manage the District's investment portfolio and investment transactions would continue to do so as Allspring Global Investments. Alternatively, the District could consent to the transfer of investment services to Allspring Global Investment and undertake a Request for Qualifications to consider management with another investment management firm.

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 4-1 to consent to the transfer of investment services to Allspring Global Investments and to prepare and execute a Request for Qualifications (RFQ)/ Request for Proposal (RFP) to explore a potential new investment portfolio management team.

AYES: Directors Waters, Avila, Quady, Blois

NOES: Director Santamaria

G. HUMAN RESOURCES

None

H. OPERATIONS AND MAINTENANCE

None

I. RESOURCES AND PUBLIC AFFAIRS

The Manager of Resources said that at a future Board Meeting he will bring to the Board information regarding drought actions and messaging. No action was taken.

J. ENGINEERING AND CONSTRUCTION

None

K. WATER POLICY AND STRATEGY

1. Update on Metropolitan Water District Issues

The Associate General Manager provided an update on Metropolitan issues including: the transition to a new general manager; the report on systemic discrimination at Metropolitan; demand management rate refinement discussions; the Integrated Water Resources Plan; and drought messaging, challenges, and opportunities. No action was taken.

L. DISTRICT COUNSEL

District Counsel said that a Case Management Conference for the Las Posas adjudication is scheduled for August 18, 2021. No action was taken.

M. BOARD OF DIRECTORS

1. 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.

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

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

3. Metropolitan update

Director Blois reported that Metropolitan's new general manager has completed his brief transition and is now engaged in the full range of issues facing Metropolitan. Director Blois noted that the Metropolitan update in a previous agenda item provided a thorough overview of the issues the Board is involved in at this time.

N. CLOSED SESSION

None

O. OTHER BUSINESS

None

P. FUTURE AGENDA ITEMS

Staff will update the Board on drought actions and messaging.

Q. ADJOURNMENT

Director Blois declared the meeting adjourned at 6:50 p.m.

Respectfully submitted,



Raul Avila, Board Secretary

