

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
June 15, 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 5:00 p.m.

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

Directors at District Steve Blois, President
Headquarters and Scott Quady, Treasurer
Participating via Raul Avila, Secretary
Videoconference: Andy Waters, Director

Directors Present via Andres Santamaria, Vice President
Videoconference:

Staff Present at Anthony Goff, General Manager
District Headquarters Fernando Baez, Project Manager
and Participating via Dan Drugan, Manager of Resources
Videoconference: Henry Graumlich, Associate General Manager
 Jennifer Lancaster, Principal Resource Specialist
 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 Grant Burton, Manager of Human Resources
Videoconference: Kayde Wade, Administrative Assistant

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

B. MINUTES

On a motion by Director Avila, seconded by Director Waters, the Board of Directors voted 5-0 to approve the June 01, 2022 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 reported on meetings attended and matters of interest to the Board of Directors. No action was taken.

F. ADMINISTRATIVE SERVICES

1. May 2022 Water Use and Sales, April 2022 Power Generation, and May 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 May 2022

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

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

AYES: Directors Waters, Avila, Quady, Santamaria

NOES: None

ABSTAIN: Director Blois

3. Consideration of the proposed Fiscal Year 2022/23 Budget

The Manager of Administrative Services said that the proposed budget was presented and discussed in detail at the May 23, 2022 Special Board meeting. Since May 23, staff added \$65,000 to the Operations Administration budget to cover the cost of the Department of Water Resources annual dam fee for FY 2022-23. No other changes have been made to the proposed budget presented at the Special Board meeting.

On a motion by Director Quady, seconded by Director Avila, the Board of Directors voted 5-0 to adopt the proposed Fiscal Year 2022/23 Budget.

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

NOES: None

4. Discussion regarding Resolution No. 2044 Imposing Water Standby Charges

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CALLEGUAS MUNICIPAL WATER DISTRICT
IMPOSING WATER STANDBY CHARGES

The Manager of Administrative Services said that each year Calleguas renews the Water Standby Charge for the following fiscal year as authorized by Government Code 54984.2. An Engineer's Report is the basis for the Water Standby Charge in accordance with Government Code 54984.3. The report describes current water supply challenges and the District's financial plan to meet them, emphasizing the importance of local projects for water supply reliability. An updated Engineer's Report was prepared in May 2017 to reflect the most recent Potable Water Master Plan.

No changes are proposed in the rate schedule. The basic rate remains \$5 per parcel and \$5 per acre on parcels greater than one acre. The total revenue forecast for FY 2022/23 is \$1,400,000, the average net revenue over the past several years. Since there are no changes in the charge or rate schedule, a public hearing is not required per Government Code 54984.7.

The FY 2022/23 tax roll will be provided by the County Assessor's Office early in this fiscal year.

On a motion by Director Waters, seconded by Director Avila, the Board of Directors voted 5-0 to adopt Resolution No. 2044. Resolution No. 2044 is attached and made part of these minutes.

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

NOES: None

5. First Quarter 2022 Consultant Report

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

G. HUMAN RESOURCES

The Manager of Human Resources said that there are four active recruitments at this time. No action was taken.

H. OPERATIONS AND MAINTENANCE

1. 2022 Annual Water Quality Report

The Manager of Operations and Maintenance provided the Annual Water Quality Report. No action was taken

I. RESOURCES AND PUBLIC AFFAIRS

1. Water Supply Update

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

2. Discussion and action regarding a potential Pool Cover Rebate Program

The Manager of Resources said that staff continues to investigate potential projects and programs to increase water conservation in the service area during the ongoing drought. One such program could involve offering a pool cover rebate to customers for a limited time, in an effort to conserve pool water lost to evaporation and reduce the amount of potable water used to maintain proper pool volumes. Metropolitan does not offer pool cover rebates through its regional program, so if undertaken, this program would need to be developed and administered by Calleguas.

A study by the U.S. Environmental Protection Agency found that a typical uncovered pool can lose 12,000 to 31,000 gallons of water per year to evaporation. According to the U.S. Department of Energy, pool covers reduce the amount of make-up water needed by 30-50 percent. However, in order to realize water savings, pool covers must be used properly and consistently. It should also be noted that in many Calleguas purveyors' Water Shortage Contingency Plans and water conservation ordinances, elevated water shortage levels include requirements for all pools to be covered when not in use.

Staff received a proposal from WaterWise Consulting, Inc. outlining the costs and scope of effort to develop and administer a limited-time pool cover rebate program.

Staff and WaterWise identified several existing pool cover rebate programs offered by water agencies, with rebate amounts ranging from \$50 to \$500. The larger rebates were offered on more expensive automatic pool covers. In order to gauge interest and maximize the number of customers who can receive a rebate, staff based initial discussions with WaterWise on a rebate amount of \$50 per pool cover.

Anecdotal discussions with other water agency staff who have administered such programs indicate that, while there is real potential for water savings, it is difficult, if not impossible, to ensure that customers use the pool cover consistently after purchase.

After some discussion, the Board's direction was to continue messaging on the importance of pool covers. No action was taken.

J. ENGINEERING AND CONSTRUCTION

1. Discussion regarding Agreement for Construction and Use of Salinity Management Pipeline Discharge Service Connection with Amcal Housing

The Manager of Engineering said that a developer called Amcal Housing (Amcal) is constructing multi-family housing for farmworkers in Somis (Somis Ranch Farmworker Housing Complex), including a membrane bioreactor wastewater treatment system. Due to direction provided by the Regional Water Quality Control Board, Amcal has requested that Calleguas construct a discharge station to enable the associated wastewater treatment plant to discharge recycled water to the Salinity Management Pipeline (SMP). In accordance with the requirements of this Agreement, Amcal would be responsible for the associated design and construction costs. The Regulatory Compliance Supervisor has confirmed that the anticipated water quality of the discharge would comply with the requirements for the SMP.

The Agreement is based on the standard SMP discharge station agreement with minor customizations for this project. Amcal has already signed the Agreement.

On a motion by Director Quady, seconded by Director Waters, the Board of Directors voted 5-0 to authorize the General Manager to sign the agreement subject to the implementation of non-material changes concerning the identity of signatories to the agreement.

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

2. Discussion regarding the Pipeline Condition Assessment Program

The Manager of Engineering provided an overview of current pipeline condition assessment activities, particularly for prestressed concrete cylinder pipe; the recently

completed Pipeline Condition Assessment Study; and recommended future pipeline condition assessment activities for concrete cylinder (bar-wrapped) pipe and welded steel pipe. No action was taken.

K. WATER POLICY AND STRATEGY

The Associate General Manager provided an update on interagency and policy coordination related to the emergency water conservation measures. Consultation with Metropolitan staff has resulted in revisions to Metropolitan's Emergency Water Conservation handbook to facilitate coordination of implementation between Metropolitan, the District, and the District's purveyors. The District's purveyors who are cities and large water agencies will meet on June 22 to review the City of Camarillo's letter to Metropolitan, report on conservation performance, and discuss emergency water supply options. The Associate General Manager also described formal and informal processes to identify projects and programs to increase reliability in the State Water Project (SWP) dependent areas. District staff is working closely with Metropolitan and other Metropolitan member agency managers to develop and evaluate alternatives.

L. DISTRICT COUNSEL

District Counsel said that the Court of Appeal overruled a motion to disqualify counsel which was granted by the trial court, and the trial court denied a second motion to disqualify counsel. The Las Posas litigation remains stayed. No action was taken.

M. BOARD OF DIRECTORS

1. 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.

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

The Board discussed meetings they planned to attend.

3. Metropolitan update

Director Blois provided an update on Metropolitan Board discussions with particular emphasis on the issues relating to Metropolitan's inability to meet demands in the SWP dependent areas. He noted that both the City of Camarillo's letter and public comments raised the concerns of the District's purveyors to the Metropolitan Board's attention. Director Blois described how the Board is pivoting from the demand

management response to the urgency of identifying projects for future reliability. Metropolitan's General Manager is focused on the issue and Director Blois, along with other Directors in the SWP dependent areas, continue to press on timely and meaningful actions to address the issue. The Metropolitan Board also continues to spend a substantial amount of time responding to the recommendations from the State audit addressing Equal Employment Opportunity complaints and the independence of the Ethics Office.

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 July 15, 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 Waters, seconded by Director Quady, the Board of Directors voted 5-0 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, Quady, Santamaria, Blois
NOES: None

N. CLOSED SESSION

None

O. OTHER BUSINESS

None

P. FUTURE AGENDA ITEMS

Legal counsel anticipates scheduling a Closed Session regarding the Las Posas Adjudication in the next few months.

Q. ADJOURNMENT

Director Blois declared the meeting adjourned at 7:08 p.m.

Respectfully submitted,



Raul Avila, Board Secretary