

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
September 21, 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 Headquarters and Participating via Videoconference:	Steve Blois, President Raul Avila, Secretary Scott Quady, Treasurer Andy Waters, Director
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Directors Present via Videoconference:	Andres Santamaria, Vice President (Absent from closed session due to technical difficulties)
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Staff Present at District Headquarters and Participating via Videoconference:	Anthony Goff, General Manager Grant Burton, Manager of Human Resources Dan Drugan, Manager of Resources Henry Graumlich, Associate General Manager Kristine McCaffrey, Manager of Engineering/Acting Clerk of the Board Rob Peters, Manager of Operations and Maintenance Dan Smith, Manager of Administrative Services Maya Hoholick, Water Resources Specialist Wes Richardson, Control Systems Specialist Steve Sabbe, IT Coordinator
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Staff Present via Videoconference:	Susan Molen, Administrative Assistant
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Legal Counsel Present at District Headquarters and Participating via Videoconference:	Robert Cohen, Cohen & Burge, LLP, District Counsel
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B. MINUTES

On a motion by Director Quady seconded by Director Avila, the Board of Directors voted 5-0 to approve the September 06 and 07, 2022 minutes.

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

NOES: None

C. WRITTEN COMMUNICATION

None

D. PUBLIC FORUM/ORAL COMMUNICATION

None

Director Blois said that Items I-1 through I-3 would be heard at this time.

I. RESOURCES AND PUBLIC AFFAIRS

1. Discussion regarding Resolution No. 2054, Calleguas Municipal Water District Annexation – Cypress Place at Garden City/Garden City Acres Park (Calleguas Annexation No. 106)

RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
APPROVING THE CONCURRENT ANNEXATION OF
TERRITORY WITHIN THE COUNTY OF VENTURA TO
THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA
AND TO THE CALLEGUAS MUNICIPAL WATER DISTRICT

The Manager of Resources said that this resolution grants final approval of Calleguas Annexation No. 106, consisting of Parcel A and Parcel B. Parcel A is located at 5536 and 5482 Cypress Road in the City of Oxnard and totals 5.28 acres. Parcel B is the southernmost portion of the City of Oxnard's Garden City Acres Park, directly north of Parcel A and is 1.02 acres. The total annexation area is 6.30 acres. The owner of Parcel A, Peoples' Self-Help Housing Corporation, a California Nonprofit Public Benefit Corporation (PSHHC), plans to utilize the land for an affordable housing development. Annexation of Parcel B will legalize the existing municipal water use in this portion of Garden City Acres Park and will bring the entire park into the Calleguas service area. Water use at the park will remain the same and there is no additional future demand anticipated for the park.

The Ventura Local Agency Formation Commission approved the annexation with Resolution 21-11 on May 18, 2022. The Metropolitan Water District of Southern California (Metropolitan) approved it with Resolution No. 9311 on June 14, 2022. On June 30, 2022, PSHHC delivered payment that includes the Calleguas and Metropolitan Annexation Fees of \$19,053.85 and \$34,881.01 respectively. On August 15, 2022, the City of Oxnard delivered payment that includes the Calleguas and Metropolitan Annexation Fees of \$3,680.16 and \$6,737.10 respectively.

On a motion by Director Santamaria, seconded by Director Avila, the Board of Directors voted 5-0 to adopt Resolution No. 2054. Resolution No. 2054 is attached and made part of these minutes.

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

NOES: None

2. Summary of Governor Newsom's California Water Supply Strategy

The Water Resources Specialist provided a summary of Governor Newsom's California Water Supply Strategy. The Board asked questions and the General Manager answered them. No action was taken.

3. Status of Emergency Water Conservation Program (EWCP) Performance and Compliance

The Emergency Water Conservation Program (EWCP) mandates a 1-day-per-week watering restriction (or equivalent) and includes an alternative path for compliance, which is a volumetric delivery limit of imported water supplies based on gallons per capita per day. The initial EWCP period is June 1, 2022 – December 31, 2022.

Metropolitan established an agency specific volumetric delivery limit for Calleguas. Calleguas subsequently calculated volumetric limits for its water purveyors. Volumetric limits are based on an equivalent share of Human Health and Safety water available from the Department of Water Resources (roughly based on 55 gallons per person per day offset by a certain volume of local supplies) plus any additional water Metropolitan can provide from the State Water Project system, allocated to each agency based on proportionate population. Monthly volumetric limits are used as the basis to assess any penalties, if needed.

The Manager of Resources provided an update on the status of EWCP performance and compliance. The Board asked questions and the Manager of Resources answered them. No action was taken.

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.

2. August 2022 Monthly Status Report

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

3. Discussion regarding Memorandum of Understanding for Water Resources Development Collaboration Between Calleguas Municipal Water District and Casitas Municipal Water District

The General Manager said that Calleguas and Casitas Municipal Water District (Casitas) face a complex array of water-related challenges, including, but not limited to:

- Limited availability of imported water supplies, as illustrated by 5% allocations from the State Water Project for 2021 and 2022.
- Prolonged drought has resulted in storage in Lake Casitas being reduced to approximately 30% of its capacity and storage in the Ojai Valley Groundwater Basin being reduced to approximately 60% of its capacity.

Facing these water-related challenges, Calleguas and Casitas have been meeting regularly to discuss potential opportunities for collaborative solutions. The Memorandum of Understanding (MOU) formalizes the parties' willingness to collaborate and develop creative, regional approaches to address the complicated interrelated water challenges. The MOU also allows for additional interested parties to join in the MOU in the future.

Michael Flood, General Manager for Casitas Municipal Water District, expressed his appreciation for the collaborative relationship with Calleguas thus far. He indicated that he looks forward to further opportunities to work together. He also said that the Casitas' Board approved the MOU unanimously at its meeting on September 14.

On a motion by Director Avila, seconded by Director Quady, the Board of Directors voted 5-0 to authorize the General Manager to sign the Memorandum of Understanding.

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

NOES: None

F. ADMINISTRATIVE SERVICES

1. August 2022 Water Use and Sales, July 2022 Power Generation, and August 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 August 2022

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

On a motion by Director Quady, seconded by Director Waters, the Board of Directors voted 5-0 to approve the outstanding bills for payment.

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

G. HUMAN RESOURCES

The Manager of Human Resources announced that the District would be offering free flu shots to employees (including Board members) and members of their household from 3 p.m. to 4 p.m. on October 24.

H. OPERATIONS AND MAINTENANCE

1. Discussion regarding approval of professional services by AllConnected to perform the District's Operations and Maintenance Department annual information technology support services, Cloud Backup, cyber security monitoring and Data Center and Wellfield Lab Server Upgrades for fiscal year 2022-23 in an amount of \$255,423

The Manager of Operations and Maintenance said that the services are broken down into four separate contracts. In the support contract, AllConnected provides services monitoring for all servers, workstations, and laptops used in Supervisory Control and Data Acquisition (SCADA) operation. This includes updating all systems with required security patches, maintaining the anti-virus software, running the spam reducing software, monitoring for cybersecurity threats, and responding to any cybersecurity threats. The District has significantly increased the amount of cybersecurity monitoring that AllConnected will be providing in the new fiscal year and those amounts were reflected in the adopted budget. The amount of this contract is \$46,184.

In addition, AllConnected provides offsite cloud backup storage for the O&M Department. This year's support has been increased to include maintenance of all

District cloud backups. The total amount of this contract is \$11,577. This item was also included in the adopted budget.

The O&M Department is also working with AllConnected on a two-factor authentication implementation project. This agreement includes labor to install and setup the mobile two factor authentication to the O&M VPN and remote desktops to upgrade cybersecurity within the Department. The total amount of this contract is \$9,220. This item was included in the adopted budget.

Lastly, O&M is working on a Data Center and Wellfield Lab Server Upgrade Project. This upgrade is to replace existing server infrastructure that is nearing end of life support from the manufacturers. Keeping this equipment up to date is vital for the District to maintain support and replacement capabilities in the event of a failure. The total contract amount for this project is \$188,442. The bulk of the expense on this project is equipment and servers. This item was included in the adopted budget.

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

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

J. ENGINEERING AND CONSTRUCTION

None

K. WATER POLICY AND STRATEGY

1. Report from Strategic Planning Retreat

The Associate General Manager reported on the Board of Directors' Strategic Planning Retreat of September 06 and 07, 2022, including the Board's consensus findings, strategic re-orientation, and proposed next steps. No action was taken.

L. DISTRICT COUNSEL

District Counsel said that the Phase 2 Trial for the Las Posas Basin Adjudication litigation is scheduled to commence on September 26, 2022. It is anticipated that the trial will be conducted 4 days per week and will last approximately 20 days in total. The trial will be held virtually. District Counsel will provide the trial viewing link to the Board once it becomes available. 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 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 was provided as a packet insert.

3. Metropolitan update

Director Blois said that the repairs to the leaking bellows joint on the Upper Feeder from Lake Mathews to Weymouth Plant were successfully completed ahead of schedule. This reduced the amount of State Water Project water that needed to be used during the shutdown. Next week, the Metropolitan Executive Committee will consider waiving term limit requirements, which would enable Chairwoman Gray to run for another term as Chair. The Metropolitan Board Chair election will occur in October 2022.

N. CLOSED SESSION

1. Pursuant to Government Code 54957(a) Conference with Legal Counsel - Public Services or Facilities

At 6:31 p.m., Director Blois adjourned to Closed Session to discuss Item N-1 as stated on the agenda.

CLOSED SESSION CONTINUING

At 7:34 p.m., Director Blois reconvened the meeting to Open Session.

Regarding N-1, District Counsel said the Board conferred with staff and District Counsel. No action was taken.

O. OTHER BUSINESS

None

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

Director Blois declared the meeting adjourned at 7:35 p.m.

Respectfully submitted,



Raul Avila, Board Secretary