

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
December 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 Raul Avila, Acting 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:	Raul Avila, Acting President and Secretary Scott Quady, Treasurer Jacquelyn McMillan, Director Thibault Robert, Director
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Directors Absent:	Andy Waters, Director
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Staff Present at District Headquarters and Participating via Videoconference:	Anthony Goff, General Manager Grant Burton, Human Resources Manager Dan Drugan, Manager of Resources Henry Graumlich, Associate General Manager - Water Policy & Strategy Maya Hoholick, Water Resource Specialist Kristine McCaffrey, Manager of Engineering Rob Peters, Manager of Operations and Maintenance Dan Smith, Manager of Administrative Services Steve Sabbe, IT Coordinator Kara Wade, Clerk of the Board
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Staff Present via Videoconference:	Kayde Wade, Administrative Assistant
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Legal Counsel at District Headquarters and Participating via Videoconference:	Robert Cohen, Cohen & Burge, LLP, District Counsel Walt Wendelstein, 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 4-0-1 to approve the December 07, 2022 minutes.

AYES: Directors Robert, McMillan, Quady, Avila

NOES: None

ABSENT: Director Waters

C. WRITTEN COMMUNICATION

1. Comments on Draft Environmental Impact Report (EIR) for the Delta Conveyance Project

The Manager of Resources said that Calleguas provided a comment letter supporting the proposed project, also known as the Bethany Reservoir Alignment, described in the Delta Conveyance Project Draft EIR. The Bethany Reservoir Alignment consists of new water conveyance facilities in the Sacramento-San Joaquin Bay-Delta area that would divert up to 6,000 cubic feet per second of water from two new north Delta intakes and convey it via a single tunnel on an eastern alignment to southern Delta pumping facilities. The Bethany Reservoir Alignment represents a thoroughly vetted, viable project to fix California's aging water distribution system that supplies water to millions of Californians and vital farmland, while also protecting the environment in the Delta. No action was taken.

D. PUBLIC FORUM/ORAL COMMUNICATION

None

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

M. BOARD OF DIRECTORS

1. Board member welcome and introductions

Director Avila said that, since there are two new Board members, the new and existing Board members may take this opportunity to share their background and provide perspectives on any District-related issues they feel are particularly important. He asked that the Managers and Clerk of the Board introduce themselves to the new Board members and share their backgrounds. 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.

The Human Resources Manager presented Robert M. Cohen, of Cohen & Burge, LLP, with a certificate of recognition for his many years of service to Calleguas as District Counsel.

2. Retention of Wendelstein Law Group PC as District Counsel

The General Manager said that Cohen & Burge, LLP has been District Counsel since 2013. During that period, Robert M. Cohen and Walter E. Wendelstein have provided effective and responsive legal services for the District. Robert M. Cohen is retiring and Cohen & Burge, LLP will dissolve as of December 31, 2022. Wendelstein Law Group PC, the successor to Cohen & Burge, LLP, will commence operations on January 1, 2023. Robert M. Cohen will serve as "Of Counsel" to Wendelstein Law Group PC, and all other Cohen & Burge, LLP staff and counsel will remain with the new entity.

On a motion by Director McMillan, seconded by Director Quady, the Board of Directors voted 4-0-1 to appoint Wendelstein Law Group PC, the successor to Cohen & Burge, LLP, as District Counsel and authorized the General Manager to execute a retainer agreement.

AYES: Directors Robert, McMillan, Quady, Avila

NOES: None

ABSENT: Director Waters

F. ADMINISTRATIVE SERVICES

1. November 2022 Water Use and Sales, October 2022 Power Generation, and November 2022 Investment Summary Reports

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

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

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

AYES: Directors Robert, McMillan, Quady, Avila
NOES: None
ABSENT: Director Waters

G. HUMAN RESOURCES

1. Proposed Amendments to the Administrative Code

The Human Resources Manager said that the proposed amendments were shown in a redline version of the Administrative Code in the Board Packet. The amendment to Section 1.3 reflects the accurate name of The Metropolitan Water District of Southern California in the Water Code. Section 2.3 is amended to clarify the oath of office timing for new directors. Section 2.10 is amended to be consistent with Human Resources functions moving from the Administrative Services Department to the Human Resources Department. Amendments to Sections 2.12(2)(i), 2.12(2)(ii), and 12.5.1.3 are necessary to be consistent with the change of the CalPERS PPO name from PERS Choice to PERS Platinum. Section 12.2 is amended to show two new protected categories pursuant to AB 2188 and SB 523. Approval of the amendments includes all necessary changes in pagination and the index.

On a motion by Director Robert, seconded by Director McMillan, the Board of Directors voted 4-0-1 to approve the proposed amendments to the Administrative Code.

AYES: Directors Robert, McMillan, Quady, Avila
NOES: None
ABSENT: Director Waters

2. Fundamentals of the Statement of Economic Interests

The Human Resources Manager said that a memorandum was included in the packet outlining the fundamentals of the Statement of Economic Interests (Form 700). No action was taken.

H. OPERATIONS AND MAINTENANCE

1. Discussion regarding Resolution No. 2064, award of contract for pump maintenance services

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

The Manager of Operations and Maintenance said that the proposed action was to award the bid to perform corrective maintenance and rehabilitation services on pumps at pump stations and the water filtration plant on an as-needed basis to Ethos Energy Field Services, LLC. Two bids were received based on the estimated scope of work to be assigned during the contract duration of one year. Staff reviewed the bid and determined that, based on costs for the work in previous years, the prices are reasonable. The contract will be effective from January 1, 2023 through December 31, 2023 with an option to renew annually for up to two additional years.

On a motion by Director Quady, seconded by Director McMillan, the Board of Directors voted 4-0-1 to adopt Resolution No. 2064. Resolution No. 2064 is attached and made part of these minutes.

AYES: Directors Robert, McMillan, Quady, Avila

NOES: None

ABSENT: Director Waters

2. Discussion regarding Resolution No. 2065 to award the contract for Landscape Maintenance Services and authorization of a budget of \$375,000

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AWARDING THE CONTRACT FOR
AS-NEEDED LANDSCAPE MAINTENANCE AND WEED ABATEMENT SERVICES

The Manager of Operations and Maintenance said that the proposed action was to award a contract to perform as-needed landscape maintenance and weed abatement services, including required brush removal for fire protection, at the District's properties and easements to Sustainable Mitigation. Two bids were received based on the estimated scope of work to be assigned during the contract duration of one year. Staff reviewed the bid and determined that, based on costs for the work in previous years, the prices are reasonable. The contract will be effective from January 1, 2023 through December 31, 2023 with an option to renew annually for up to two additional years.

On a motion by Director Robert, seconded by Director McMillan, the Board of Directors voted 4-0-1 to adopt Resolution No. 2065. Resolution No. 2065 is attached and made part of these minutes.

AYES: Directors Robert, McMillan, Quady, Avila

NOES: None

ABSENT: Director Waters

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 regarding Metropolitan's 2023 Legislative Priorities and Principles

The Water Resource Specialist said that Metropolitan's recently adopted 2023 Legislative Priorities and Principles were included in the Board Packet. Staff provided a presentation on this item. No action was taken.

J. ENGINEERING AND CONSTRUCTION

1. Construction Update

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

K. WATER POLICY AND STRATEGY

1. Metropolitan update

The Associate General Manager - Water Policy and Strategy provided an update on the December Metropolitan Board and Committee meetings. He noted the Board's adoption of Metropolitan's reaffirmation of a regional water shortage emergency signaling a potential regionwide mandatory conservation program to respond to the deteriorating condition of the Colorado River supply. He described the restructuring of the Metropolitan Board committee structure. No action was taken.

L. DISTRICT COUNSEL

1. Overview of Calleguas Administrative Code sections relating to the Board of Directors

Walter Wendelstein of Cohen & Burge, LLP provided a presentation concerning the Calleguas Administrative Code, including the descriptions and responsibilities of Board Officer positions. The Associate General Manager - Water Policy and Strategy provided an overview of the responsibilities of the District's appointed Metropolitan Director. No action was taken.

M. 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. Discussion regarding Resolution No. 2066, Placing Scott Quady in nomination as a Member of the Association of California Water Agencies Region 8 Board of Directors

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
PLACING IN NOMINATION SCOTT QUADY
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION 8 BOARD OF DIRECTORS

The General Manager said that the ACWA Region 8 Board is seeking an ACWA member to fill a vacancy on its board for the remainder of the 2022-2023 term. Director Quady has expressed interest in serving on the Region 8 Board.

On a motion by Director McMillan, seconded by Director Robert, the Board of Directors voted 4-0-1 to adopt Resolution No. 2066. Resolution No. 2066 is attached and made part of these minutes.

AYES: Directors Robert, McMillan, Quady, Avila

NOES: None

ABSENT: Director Waters

N. CLOSED SESSION

None

O. OTHER BUSINESS

None

P. FUTURE AGENDA ITEMS

The General Manager said that, at future Board Meetings, training will be provided to the Board on the Brown Act, Sexual Harassment, and Ethics.

Q. ADJOURNMENT

Director Avila declared the meeting adjourned at 7:42 p.m.

Respectfully submitted,



Raul Avila, Board Secretary