

CALLEGUAS MUNICIPAL WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
May 17, 2023

**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. The District also provided telephonic and electronic methods of participation for the public as noted on the meeting agenda.

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

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Directors Present at District Headquarters: Scott Quady, President  
Andy Waters, Vice-President  
Raul Avila, Secretary  
Jacquelyn McMillan, Treasurer  
Thibault Robert, Director

Staff Present at District Headquarters: Anthony Goff, General Manager  
Kristine McCaffrey, Deputy General Manager  
Fernando Baez, Manager of Engineering  
Grant Burton, Human Resources and Risk Management Manager  
Dan Drugan, Manager of Water Resources and Public Affairs  
Henry Graumlisch, Associate General Manager - Water Policy and Strategy  
Ian Prichard, Associate General Manager - Strategic Policy Implementation  
Wes Richardson, Manager of Information Technology  
Steve Sabbe, IT Specialist  
Dan Smith, Manager of Finance  
Kara Wade, Clerk of the Board

Legal Counsel Present at District Headquarters: Walter Wendelstein, Wendelstein Law Group, PC, District Counsel

**2. PUBLIC COMMENTS**

None

**3. ITEMS TO BE ADDED TO THE AGENDA– GOVERNMENT CODE 54954.2(b)**

None

**4. CONSENT CALENDAR**

- A. Approve the Minutes of the May 03, 2023 Regular Board Meeting
- B. Approve Disbursements for the District’s monthly activities for April 2023
- C. Discussion Regarding Resolution No. 2076 Imposing Water Standby Charges
- D. Budget Increase for Professional Services by On-Site Technical Services, Inc. and NV5, Inc.
- E. Budget Increase for Legal Services for Fiscal Year 2022-2023.

On a motion by Director Waters, seconded by Director McMillan, the Board of Directors voted 5-0 to approve the Consent Calendar.

AYES: Directors Robert, McMillan, Avila, Waters, Quady

NOES: None

**5. ACTION ITEMS**

- A. Proposed changes to the District’s Administrative Code

The Deputy General Manager said that the purpose of this item was to update the Administrative Code to incorporate recent organizational changes and other necessary modifications and updates. Board members also requested supplemental revisions to be included in the Administrative Code.

On a motion by Director Robert, seconded by Director McMillan, the Board of Directors voted 5-0 to approve the District’s Administrative Code including proposed supplemental revisions requested by the Board to be implemented by staff and legal counsel.

AYES: Directors Robert, McMillan, Avila, Waters, Quady

NOES: None

- B. Designation of a Board Member to cast an electronic vote for Association of California Water Agencies (ACWA) President, Vice President, and Region 8 Board prior to the September 15, 2023 voting deadline

The General Manager said that this action will allow Calleguas' participation in the election of suitable candidates for ACWA President, Vice President, and Region 8 Board.

On a motion by Director McMillan, seconded by Director Avila, the Board of Directors voted 5-0 to designate Scott Quady to cast an electronic vote for ACWA President, Vice President, and Region 8 Board prior to the September 15, 2023 voting deadline.

AYES: Directors Robert, McMillan, Avila, Waters, Quady

NOES: None

## 6. REPORTS

### A. GENERAL MANAGER AND STAFF REPORTS

#### 1. General Manager's Report

The General Manager said that he attended the ACWA Spring Conference in Monterey.

#### 2. First Quarter 2023 Change Order Summary Report—Fernando Baez, Manager of Engineering

The Manager of Engineering said that Change Order summaries were provided for the following projects:

- LVMWD-CMWD Interconnection (Project No. 450)
- TOD Pump Station Rehabilitation (Project No. 590)
- Lake Sherwood Pump Station Rehabilitation (Project No. 591)

Only the LVMWD-CMWD Interconnection had new change orders during the reporting period. TOD Pump Station Rehabilitation (Project No. 590) and Lake Sherwood Pump Station Rehabilitation (Project No. 591) did not have any new change orders during the reporting period. East Portal Isolation Enhancements (Project No. 601) does not have any change orders and the work is complete.

3. April 2023 Water Use and Sales, March 2023 Power Generation, and April 2023 Investment Summary Reports—Dan Smith, Manager of Finance

The Manager of Finance presented the reports and responded to questions from the Board.

4. Quarterly Capital Projects Report—Dan Smith, Manager of Finance

The Manager of Finance presented the report.

5. Water Supply Report—Dan Drugan, Manager of Water Resources and Public Affairs

The Manager of Water Resources and Public Affairs presented the report. He said that there is record storage in all reservoirs along the State Water Project conveyance system. Record snow melt and run off have begun and there is on-going preparation to mitigate flooding.

#### B. GENERAL COUNSEL REPORT

1. General Counsel's Report

Legal Counsel said that he attended the Legal Affairs Committee at the ACWA Spring Conference.

#### C. BOARD OF DIRECTORS REPORTS

1. Directors' List of Administrative Code Reimbursable Meetings

2. Report of ACWA Region 8 Director

Director Quady said he received committee reports.

3. Report of ACWA Joint Powers Insurance Authority Representative

Director Quady said that the ACWA/JPIA Meeting at the ACWA Spring Conference included discussion of workers' compensation, claims, audits, and candidates for ACWA JPIA Executive Committee.

4. Report of Association of Water Agencies of Ventura County Representative

No report.

5. Report of Fox Canyon Groundwater Management Agency Representative

No report.

6. Report of LAFCo Commissioner

Director Avila said that the budget was approved and that there was an ongoing sphere of influence review.

7. Report of Metropolitan Water District Director

Director McMillan reported on her participation in the Metropolitan Board and committee meetings of May 8 and 9. The Metropolitan Board approved actions to improve solids handling at Metropolitan's Jensen Treatment Plant, supported a \$20.9 million application to work with the Delta Conservancy to develop a multi-benefit landscape opportunity on the Webb Tract (a delta island owned by Metropolitan), approved continuation of the Cyclic Cost-Offset Program, continued the Standby Charge for Fiscal Year 2023-2024, and provided a conservation update.

8. Report of Ventura County Regional Energy Alliance Representative

No report.

9. Report of Ventura County Special Districts Association Representative

No report.

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

11. Request for Future Agenda Items

Director Quady appointed Director McMillan and Director Robert to an Ad Hoc Committee to plan an Employee Appreciation BBQ in September.

**7. ADJOURNMENT**

Director Quady declared the meeting adjourned at 6:05 p.m.

Respectfully submitted,



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Raul Avila, Board Secretary