

CALLEGUAS MUNICIPAL WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
September 20, 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  
Thibault Robert, Director

Director Present via Videoconference: Jacquelyn McMillan, Treasurer  
At the start of the meeting, Director McMillan notified the Board of her need to participate remotely for “just cause” pursuant to Government Code 54953(f)(2)(A)(i) and provided a general description of the circumstances establishing that need. This meeting is Director McMillan’s first use of the “just cause” videoconference exception for the 2023 calendar year.

Staff Present at District Headquarters: Anthony Goff, General Manager  
Kristine McCaffrey, Deputy General Manager  
Fernando Baez, Manager of Engineering  
Grant Burton, Manager of Human Resources and Risk Management  
Henry Graumlich, Associate General Manager - Policy and Strategy  
Charlotte Holifield, Management Analyst  
Rob Peters, Manager of Operations and Maintenance  
Ian Prichard, Associate General Manager - Strategic Policy Implementation  
Wes Richardson, Manager of Information Technology  
James Mojica, IT Specialist  
Dan Smith, Manager of Finance  
Kara Wade, Clerk of the Board

Staff Present via Videoconference: Kayde Wade, Administrative Assistant

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 September 06, 2023 Regular Board Meeting

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

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

## 5. ACTION ITEMS

None

## 6. REPORTS

- A. GENERAL MANAGER AND STAFF REPORTS

- 1. General Manager's Report

The General Manager reported on meetings attended and matters of interest to the Board of Directors.

- 2. Potential Changes to Committee Structure – Kristine McCaffrey, Deputy General Manager

The Deputy General Manager said that, on August 16, 2023, the Board adopted an updated Strategic Plan based on a New Model for Resilience that prioritizes developing additional water supplies, storage, conveyance, and programs to supplement imports from Metropolitan and forging

transformative partnerships with retailers, regional partners, elected officials, and the communities Calleguas serves.

To better align the Board’s current committee structure with the Strategic Priorities and Objectives in the 2023 Strategic Plan, it is recommended that the Board consider changes to the committee structure. Proposed changes are as follows:

Existing Committees	Potential New Committees
Engineering & Construction	Engineering & Construction <i>(no change)</i>
Operations & Water Quality	Operations & Organization <i>(modified)</i>
Finance	Finance <i>(no change)</i>
Groundwater	Public Engagement, Communication, & Legislation <i>(new)</i>
	Water Supply, Storage, and Partnership Development <i>(new)</i>

After some discussion, the Board agreed to add modifying committee assignments to a future agenda.

3. August 2023 Water Use and Sales, July 2023 Power Generation, and August 2023 Investment Summary Reports – Dan Smith, Manager of Finance

The Manager of Finance presented the reports.

4. Quarterly Consultants Report—Dan Smith, Manager of Finance

The Manager of Finance said the report is through June.

**B. GENERAL COUNSEL REPORT**

1. General Counsel’s Report

General Counsel provided a report on the status of water rights legislation, including AB460, AB1337, and SB389.

C. BOARD OF DIRECTORS REPORTS

1. Board Member Reports on Ancillary Duties

*Reports on ancillary duties are placed on the agenda to provide a forum for discussion concerning the activities of external entities to which Calleguas Board members are assigned in a representative capacity.*

a. Report of ACWA Region 8 Director

No report

b. Report of ACWA Joint Powers Insurance Authority Representative

No report

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

Director Avila said that he attended the AWA Reagan Library committee meeting on September 11 to discuss the selection of a keynote speaker and a new award for Frontline Utility Workers. He attended the AWA 28<sup>th</sup> Annual Member & Policymakers Reception on September 14 which included a discussion with journalist Lois Henry about water issues in the San Joaquin Valley. The recipient of the Frontline Utility Worker award was Sam Gonzalez from Ventura County Water and Sanitation.

d. Report of Fox Canyon Groundwater Management Agency Representative

No report

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on Metropolitan meetings she attended from September 7 to 20. She noted that Metropolitan has new programs to partner with its member agencies. She said that Metropolitan awarded construction contracts for a pump station on the Sepulveda Feeder, which was fast tracked using a progressive design-build approach. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

Director Avila said he attended a LAFCo meeting on September 20. They approved the Municipal Service Review for United Water Conservation District and Sphere of Influence Review for the City Santa Paula. They also conducted Executive Officer Kai Luoma's annual performance review.

g. Report of Ventura County Regional Energy Alliance Representative

No report

h. Report of Ventura County Special Districts Association Representative

No report

2. Directors' List of Administrative Code Reimbursable Meetings Other than Ancillary Duties

*Reimbursable meetings reports are placed on the agenda to comply with statutory and Calleguas Administrative Code requirements for members of a legislative body who attend a meeting at the expense of the local agency to provide a report of the meeting.*

Directors reported on various meetings that they attended.

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

None

4. Request for Future Agenda Items

The Associate General Manager - Strategic Policy Implementation said that he will be bringing a Resolution of Support to the Board regarding Water Professionals Appreciation Week to be celebrated October 7 to 14.

## 7. CLOSED SESSION

A. Pursuant to Government Code §54957(a) – Conference with Legal Counsel – Public Services or Facilities.

At 5:45 p.m., Director Quady adjourned to Closed Session to discuss Item 7-A as stated on the agenda. Closed Session began at 5:49 p.m.

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**CLOSED SESSION CONTINUING**

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At 6:49 p.m., Director Quady reconvened to Open Session.

Regarding 7-A, District Counsel stated that the Board received a report from staff and District Counsel and no action was taken.

**8. ADJOURNMENT**

Director Quady declared the meeting adjourned at 6:49 p.m.

Respectfully submitted,



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Raul Avila, Board Secretary