

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
February 21, 2024

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 4:00 p.m.

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

Directors Present at District Headquarters: Scott Quady, President
Andy Waters, Vice-President
Jacquelyn McMillan, Treasurer (arrived at 4:01 p.m.)
Thibault Robert, Director

Director via Videoconference: Raul Avila, Secretary
At the start of the meeting, Director Avila notified the Board of his 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 Avila’s first use of the “just cause” videoconference exception for the 2024 calendar year.

Staff Present at District Headquarters: Kristine McCaffrey, General Manager
Ian Prichard, Deputy General Manager
Fernando Baez, Manager of Engineering
Grant Burton, Manager of Human Resources and Risk Management
Tricia Ferguson, Assistant Manager of Human Resources and Risk Management
Maya Holcomb, Management Analyst
Charlotte Holifield, Government Relations Supervisor/Public Information Officer
Jennifer Lancaster, Manager of Water Resources
James Mojica, IT Specialist
Rob Peters, Manager of Operations and Maintenance
Dan Smith, Manager of Finance
Steve Sabbe, IT Specialist
Megan Schneider, Senior Communications Specialist

Jen Vasquez, Principal Water Resources Specialist
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. PRESENTATION

None

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

None

5. CONSENT CALENDAR

A. Approve the Minutes of the February 7, 2024 Special Board Meeting

Director Quady requested that item C1-A be revised to reflect that he attended the ACWA Board Meeting, not a Region 8 meeting, as the alternate to the Vice-Chair of Region 8.

B. Approve Revised Salary Schedule with New Positions of Manager of External Affairs and Executive Strategist

On a motion by Director Waters, 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

6. ACTION ITEMS

None

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Strategic Communications Plan Workshop – Ian Prichard, Deputy General Manager; Charlotte Holifield, Governmental Relations Supervisor/Public Information Officer; and Megan Schneider, Senior Communications Specialist

Staff led the Board through an exercise to explore and categorize the wide variety of audiences the District speaks to and interacts with.

At 4:43 p.m. President Quady adjourned to a break.

At 4:55 p.m. President Quady re-convened to open session.

Each Director highlighted their key messaging priority and staff led a discussion about engagement tactics, exploring what modes of communication are best suited to various audience types and which audiences the Board is best suited to address.

Staff indicated that they would be developing a draft Strategic Communications Plan for presentation to the Board later this spring.

2. General Manager's Report

The General Manager thanked staff for their efforts in planning the Strategic Communications Plan Workshop. The General Manager reported on meetings attended and matters of interest to the Board of Directors.

3. January 2024 Water Use and Sales, December 2023 Power Generation, and January 2024 Investment Summary Reports – Dan Smith, Manager of Finance

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

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

District Counsel reported that acceptance of the opt-out notice regarding the per- and polyfluoroalkyl Substances (PFAs) settlements with 3M was confirmed.

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

Director Quady said that, at the Region 8 Board meeting, the survey results on upcoming Region 8 activities were discussed, including potential topics for the Region 8 issue forum at the ACWA Spring Conference and the Region 8 event in August.

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 WaterWise Meeting on February 15. Topics of discussion included Oceanwell Desalination testing in Las Virgenes Municipal Water District's Las Virgenes Reservoir. He also attended the Water Issues Meeting on February 20 where Metropolitan presented on their Pure Water Southern California project. He said that the City of Oxnard toured Metropolitan's Pure Water demonstration facility.

d. Report of Fox Canyon Groundwater Management Agency Representative

No report. Next meeting is scheduled for February 28.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from February 8-21. She noted that Metropolitan set a Public Hearing for March 12, regarding the proposed water rates and charges for the calendar years 2025 and 2026. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

Director Avila attended the LAFCo meeting on February 21 and was elected as Vice-Chair. He said LAFCo approved annexations for Tico Mutual and Burnham to Ventura River Water District and a combination of annexations, detachments, and reorganizations associated with the City of San Buenaventura WaterPure Project. LAFCo also approved the dissolution of Lake Sherwood Community Services District, which has been inactive for over one year.

g. Report of Ventura County Regional Energy Alliance Representative

Director Quady said he attended the February 15 meeting. They presented "2023 Year in Review," discussed greenhouse gas savings, and received a climate pollution solutions grant.

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.

Board members provided reports on various meetings that they attended which are subject to the District's reimbursement policy.

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

None

4. Request for Future Agenda Items

None

8. INFORMATION ITEMS

A. WRITTEN COMMUNICATION

1. Calleguas Response to Metropolitan Climate Adaptation Plan for Water (CAMP4W) Request for Comments on to Proposed Evaluative Criteria, Associate General Manager – Water Policy and Strategy to CAMP4W staff, February 9, 2024

9. CLOSED SESSION

None

10. ADJOURNMENT

Director Quady declared the meeting adjourned at 6:13 p.m.

Respectfully submitted,



Raul Avila, Board