

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
June 5, 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 4:01 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

Directors Present via Videoconference: Raul Avila, Secretary
Thibault Robert, Director

Staff Present at District Headquarters: Kristine McCaffrey, General Manager
Ian Prichard, Deputy General Manager
Fernando Baez, Manager of Engineering
Tricia Ferguson, Assistant Manager of Human Resources and Risk Management
Henry Graumlich, Executive Strategist
Charlotte Holifield, Manager of External Affairs
Rob Peters, Manager of Operations and Maintenance
Wes Richardson, Manager of Information Technology
Steve Sabbe, IT Specialist
Megan Schnieder, Senior Communications 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. PRESENTATION

- A. Calleguas-Las Virgenes Interconnection Video – Megan Schneider, Senior Communications Specialist

The Senior Communications Specialist presented a video on public outreach regarding the Calleguas-Las Virgenes Interconnection. It highlighted that the project is regionally beneficial to the Calleguas and Las Virgenes Municipal Water District service areas, especially in an emergency, and addressed upcoming weekend work for testing and disinfection of the interconnection pipeline. For more information the public was encouraged to visit the website at www.CMWD-LVMWDInterconnection.com.

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

None

5. CONSENT CALENDAR

- A. Approve the Minutes of the May 15, 2024 Board Meeting
- B. Receive and affirm the Payment Register for the District’s activities from April 23, 2024 to May 27, 2024
- C. Approve Resolution No. 2090, Imposing Water Standby Charges

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CALLEGUAS MUNICIPAL WATER DISTRICT
IMPOSING WATER STANDBY CHARGES

- D. Acting as Fiscal Agent for the Total Maximum Daily Load stakeholders, approve contract services by Larry Walker Associates, California Conservation Corps, Ventura Land Trust, and Farm Bureau of Ventura County
- E. Authorize the General Manager to sign a Memorandum of Agreement, including non-substantive modifications, with Metropolitan Water District of Southern California to support an Environmental Protection Agency Climate Pollution Reduction Grant Application

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

Director Avila requested that item 5F be moved to Action Items.

6. ACTION ITEMS

- A. Authorize materials procurement and installation services by PeopleSpace in the amount of \$160,138.77 to replace cubicle structures and furniture in the Administration Building

Director Avila requested additional information regarding what was included in the services to be provided by PeopleSpace. Fernando Baez, Manager of Engineering, said the following work is included:

- Removing and disposing of 12 existing cubicles and their furnishings.
- Furnishing and installing 18 new reconfigured workstations, including cubicle walls, desks (fixed and adjustable/ergonomic), and various shelving and storage units, as requested.

These materials and services are being procured via the California Multiple Award Schedules (CMAS), a state-run procurement program that competitively bids hundreds of materials and services that state and local governments can utilize without bidding them separately.

On a motion by Director Avila, seconded by Director McMillan, the Board of Directors voted 5-0 to authorize materials procurement and installation services by PeopleSpace in the amount of \$160,138.77 to replace cubicle structures and furniture in the Administration Building

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

NOES: None

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report

The Board asked questions, which the General Manager and department managers answered.

2. Review of Proposed Fiscal Year 2024-2025 Budget – Dan Smith, Manager of Finance

Each department manager presented the highlights of their budgets, including any significant changes, and responded to questions from the Board.

3. April 2024 Financial Report – Dan Smith, Manager of Finance

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

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

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

5. Metropolitan Water District of Southern California's Results of Focus Groups on Water Issues and Public Trust – Charlotte Holifield, Manager of External Affairs

The Manager of External Affairs presented the results of the Metropolitan Water District of Southern California's Results of Focus Groups on Water Issues and Public Trust and responded to questions from the Board.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

General Counsel stated that he provided his quarterly legal summary report to the Board.

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

No report

d. Report of Fox Canyon Groundwater Management Agency Representative

Director Avila stated he was unable to attend the meeting and referenced the District's Monthly Status Report for information provided by staff about the meeting.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from May 16 to June 5. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

No report

g. Report of Ventura County Regional Energy Alliance Representative

Director Quady said that he attended the meeting on May 16, which was a "champions" meeting focused on city grants and city initiatives regarding alternative fuels and green activities.

h. Report of Ventura County Special Districts Association Representative

Director Robert noted that the June 4 meeting was canceled.

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
4. Request for Future Agenda Items

8. INFORMATION ITEMS

None

9. CLOSED SESSION

None

10. ADJOURNMENT

Director Quady declared the meeting adjourned at 5:46 p.m.

Respectfully submitted,



Raul Avila, Board Secretary