

CALLEGUAS MUNICIPAL WATER DISTRICT
2100 Olsen Road, Thousand Oaks, California 91360
www.calleguas.com

PUBLIC ENGAGEMENT, COMMUNICATION, AND
LEGISLATIVE AFFAIRS COMMITTEE MEETING
November 17, 2023, 9:00 a.m.

The Calleguas Municipal Water District's Public Engagement, Communication and Legislative Affairs Committee meeting is noticed as a meeting of the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to the Public Engagement, Communication and Legislative Affairs Committee may attend only as observers and cannot participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the committee as advisory to the Board, members of the Board who are not assigned to the Public Engagement, Communication and Legislative Affairs Committee will not vote on matters before the Public Engagement, Communication and Legislative Affairs Committee.

A G E N D A

A. CALL TO ORDER AND ROLL CALL

Jacquelyn McMillan, Chair
Raul Avila, Committee Member

B. PUBLIC COMMENTS

Opportunity for members of the public to address the committee on matters within the committee's jurisdiction (as required by Government Code Section 54954.3(a)). Please limit comments to three minutes.

C. COMMITTEE ITEMS

1. Discussion regarding proposed District Legislative Advocacy Procedures and Legislative Priorities Policy.

D. OTHER COMMITTEE ITEMS

E. FUTURE AGENDA ITEMS

F. ADJOURNMENT

Note: Calleguas Municipal Water District has resumed in-person meetings in accordance with the Brown Act. In addition to in-person participation, members of the public may also participate by submitting comments by email to info@calleguas.com by 5:00 p.m. on the calendar day prior to the meeting. Email headers should refer to the committee meeting for which comments are offered. Comments received will be placed into the record and distributed appropriately.

Agendas, agenda packets, and additional materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available on the District website at www.calleguas.com

Pursuant to Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and applicable federal rules and regulations, requests for disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the Secretary to the Board in advance of the meeting to ensure the availability of the requested service or accommodation. Notices, agendas, and public documents related to Board and Committee meetings can be made available in appropriate alternative format upon request.

SCOTT H. QUADY, PRESIDENT
DIVISION 2

RAUL AVILA, SECRETARY
DIVISION 1

THIBAUT ROBERT, DIRECTOR
DIVISION 4



ANDY WATERS, VICE PRESIDENT
DIVISION 3

JACQUELYN MCMILLAN, TREASURER
DIVISION 5

ANTHONY GOFF
GENERAL MANAGER

BOARD COMMITTEE MEMORANDUM

Date: November 17, 2023

To: Public Engagement, Communication, and Legislative Affairs Committee

From: Charlotte Holifield, Management Analyst

Subject: Item C1 — Discussion regarding proposed Legislative Advocacy Procedures and Legislative Priorities Policy

Objective: Review, discuss, and receive direction from the Committee regarding the proposed procedures and priorities of the District's legislative advocacy program, currently in development.

Budget Impact: None

Discussion: As directed by the Strategic Plan, the District is seeking to fully develop its legislative advocacy program. As part of the program's foundation, staff has developed two guiding documents intended to provide clarity on how and when the District engages in legislative advocacy. The two documents for the Committee's consideration are as follows:

1. Legislative Advocacy Procedures: This document outlines the process by which staff will engage in legislative activity on behalf of the District. It describes guiding principles concerning advocacy efforts and the process for engagement. It is intended that this document be adopted by the Board of Directors on a one-time basis.
2. Legislative Priorities Policy: This document will serve as a yearly framework guiding the topics on which the District will engage in legislative advocacy. It is intended that this document be adopted annually by the Board of Directors in accordance with changing priorities and issues that arise in the legislative arena.

Staff seeks feedback from the Committee on the content of these draft documents to help guide their development in accordance with Board priorities. After receiving Committee members' input, staff will revise the documents accordingly and present the revised package to the full Board in late December or early January.

**Calleguas Municipal Water District
Legislative Advocacy Procedures**

Purpose

This Legislative Advocacy Procedures (“Procedures”) document is intended to guide Calleguas Municipal Water District (“District”) officials and staff in monitoring legislative proposals that are likely to impact the District and to allow for a timely response to these issues. Adherence to the Procedures will ensure that legislative advocacy will be administered consistently and in conjunction with the identified Legislative Priorities (“Priorities”/“Priority”) adopted annually by the Board of Directors. Together, the Procedures and the Priorities will provide the District’s General Manager or designee the direction and discretion to effectively advocate for the District’s best interests in a manner consistent with the District’s strategic plan.

Principles

The Board of Directors recognizes that active engagement in legislative matters will aid and accelerate the implementation of the District’s strategic and long-term goals. Although the expenditure of public funds for the purpose of supporting or opposing a ballot measure or candidate is prohibited,¹ the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions that will affect the public agency expending the funds.²

It is the policy of the District to proactively monitor and advocate for legislation and/or proposed regulations identified by the Priorities and at the specific direction of the Board of Directors. This process may involve interaction with local, state, and federal government representatives and entities. The District also encourages participation in regional, state, and national organizational efforts and associations for the purpose of knowledge enhancement, coalition-building, and general elaboration of the District’s advocacy.

Given the nature of the legislative process, it is critical that District staff be able to take positions on bills. in a timely manner. As such, the General Manager or designee is hereby authorized to take positions without board approval on issues that fall within Board-adopted Priorities.

If a legislative or regulatory matter arises that staff believes merits the District’s engagement, but the issue does not fall under an existing Priority, the matter shall be brought before the Board’s Public Engagement, Communication, and Legislative Affairs Committee for consideration and guidance. Periodically, it may be beneficial for the full Board to adopt a position on an issue that may or may not fall under the approved Priorities. Staff will use discretion in selecting these issues for Board consideration.

Generally, the District will not address matters irrelevant to the District’s services, such as social issues or international relations issues.

Procedures

Staff will track and respond to legislative issues in a timely and consistent manner, utilizing the following process:

1. Staff shall review legislation of potential interest to the District and recommend a position to the General Manager or designee based on one or more of the following criteria:
 - a. The position recommendation is consistent with the adopted Priorities.
 - b. The position recommendation is approved by the Board of Directors.
 - c. The position recommendation is approved by the Public Engagement, Communication, and Legislative Affairs Committee.

¹ Cal. Gov. Code § 54964.

² Cal. Gov. Code § 53060.5; *Stanson v. Mott* (1976) 17 Cal. 3d 206.

2. After a position approval is received, staff shall recommend an advocacy course of action to the General Manager or designee. Such courses of action may include, but not be limited to, letters, phone calls, testimony at public meetings, and emails. The General Manager or designee shall approve staff administer the appropriate form of advocacy based upon circumstances specific to the situation.
3. If a chosen course of action involves legislative position letters, the letters shall state the District's position, as follows:
 - a. A "support" position means legislation in this area advances the District's goals and priorities.
 - b. An "oppose" position means legislation in this area could potentially harm the District, negatively impact or undo positive momentum for the District, or does not advance the District's goals and priorities.
 - c. Positions of "support if amended" or "oppose if amended" may also be communicated, along with specific suggestions for changes in the legislation.
4. The General Manager shall retain the authority to sign position letters on behalf of the District without seeking Board approval.
5. The General Manager or designee may also provide a letter of concern or interest regarding a legislative issue without taking a formal position.
6. Periodically, staff shall submit a report summarizing advocacy activity to the Board of Directors.

**Calleguas Municipal Water District
Legislative Priorities Policy**

Introduction

Calleguas Municipal Water District (“District”) has adopted a strategic objective to “Enhance Legislative and Regulatory Advocacy,” the components of which include engaging local, state, and federal elected officials and regulators, assembling coalitions, and influencing policymaking, rulemaking, and lawmaking processes that support the District's strategic priorities. To assist with achieving this objective, this Legislative Priorities Policy document, adopted by the Board of Directors annually, serves as a framework guiding the direction and actions undertaken in furtherance of the District's advocacy program.

Policy Goals

- *Advocate* for the District’s legislative interests at the local, state, and federal levels.
- *Inform* the Board of Directors and District staff of legislation with potential impact on the District and/or its retailers
- *Provide regional leadership* to the District’s member agencies through regular communication and collaboration.
- *Actively participate with* local, regional, and statewide partners regarding legislative and regulatory issues of importance to the District and region.

Foundational Policy Principles

1. Promote the efficient, effective, and sustainable delivery of supplemental water to the District’s service area.
2. Oppose burdensome, costly, redundant, or one-size-fits all approaches to water management.
3. Enhance the District’s ability to govern as an independent, local government body.
4. Support cost-effective, sustainable policies and projects enhancing water supply reliability and resilience, including expeditious construction of the Delta Conveyance project.
5. Promote consistency between legislative and regulatory mandates.
6. Advance regional water resource development and watershed management through existing and new partnerships with retailer, local, regional, and cross-boundary entities to plan for future water supply needs in a reliable, cost-effective, and environmentally responsible manner.
7. Support policies that ensure equity in Southern California water management planning and delivery.
8. Support policies and proposals that expand programs to recruit, engage, retain and develop highly qualified and top-performing staff.

Legislative Priorities

1. *Finances*

- Advocate for funding to maintain system reliability, both via construction of new projects and maintenance of existing infrastructure.
- Protect resources from an unauthorized shift or diversion of revenues.
- Promote the financial independence of the District.
- Support opportunities that allow the District to compete for its fair share of regional, state, and federal funding, including grants and other funding programs.
- Preserve district revenues.
- Explore and support emerging opportunities in funding and revenue raising mechanisms.
- Ensure alignment between decision-making, cost responsibility, and receipt of benefit.

2. Resilience

- Support policies and proposals that develop and improve critical infrastructure, maintain readiness for a variety of emergencies, and promote emergency planning and training efforts.
- Support efforts that improve the security, integrity, and reliability of operational and administrative computer systems and networks.
- Support actions and investments in renewable energy to increase energy reliability and reduce overall energy costs.
- Explore opportunities to support climate resilience programs, policies, and/or funding that would be of potential benefit to the District and/or region.
- Support actions and funding for local and regional drought-resilience projects.
- Support actions and funding to accelerate new local supply development.

3. Operations

- Oppose restrictive public works requirements that increase costs and reduce local flexibility.
- Support emerging technologies designed to assist in water supply management.
- Oppose water use efficiency regulations or proposals that limit local control and/or are burdensome, costly, or unattainable.
- Support legislative and administrative approaches promoting the “polluter pays” principle for known contaminants, plus Constituents of Emerging Concern (CECs).
- Promote funding for costs associated with monitoring and remediation, support source control proposals, and oppose efforts to hold drinking water and wastewater facilities liable for cleanup of contamination.
- Support groundwater policies that promote conjunctive use.
- Oppose additional public meetings and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement.