

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
July 17, 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 Andy Waters, Vice-President of the Board, at 4:00 p.m.

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

Directors Present at District Headquarters:	Andy Waters, Vice-President Raul Avila, Secretary Jacquelyn McMillan, Treasurer Thibault Robert, Director (arrived at 4:12 p.m.)
Director Absent:	Scott Quady, President
Staff Present at District Headquarters:	Kristine McCaffrey, General Manager Ian Prichard, Deputy General Manager Fernando Baez, Manager of Engineering Daniel Cohen, Emergency Response Coordinator Tricia Ferguson, Assistant Manager of Human Resources and Risk Management Henry Graumlich, Executive Strategist Charlotte Holifield, Manager of External Affairs Jennifer Lancaster, Manager of Water Resources James Mojica, IT Specialist Rob Peters, Manager of Operations and Maintenance Wes Richardson, Manager of Information Technology Dan Smith, Manager of Finance Kara Wade, Clerk of the Board
Staff Present via Videoconference:	Grant Burton, Manager of Human Resources and Risk Management Kayde Wade, Administrative Assistant
Legal Counsel Present at District Headquarters:	Walter Wendelstein, Wendelstein Law Group, PC, District Counsel

2. PUBLIC COMMENTS

None

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

None

3. PRESENTATION

- A. Recognition of Clerk of the Board Kara Wade for successful completion of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Professional Development Program in the areas of 1) Operations, 2) Human Resources, and 3) Supervisor Basics.

The General Manager presented the ACWA JPIA plaque to the Clerk of the Board and congratulated her on her accomplishment.

5. CONSENT CALENDAR

- A. Approve the Minutes of the June 19, 2024 Regular Board Meeting
- B. Receive and Affirm the Payment Register for the District's Activities from May 28, 2024 to June 24, 2024
- C. Adopt Proposed Changes to the District's Administrative Code – Tricia Ferguson, Assistant Manager of Human Resources and Risk Management
- D. Adopt an Amended Conflict of Interest Code – Kristine McCaffrey, General Manager
- E. Adopt Resolution No. 2094, A Resolution of the Board of Directors of Calleguas Municipal Water District Awarding the Contract to Provide District Security Services and Approve a Not-to-Exceed Contract Amount of \$395,000 – Rob Peters, Manager of Operations & Maintenance

A RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
AWARDING THE CONTRACT TO PROVIDE
DISTRICT SECURITY SERVICES

On a motion by Director McMillan, seconded by Director Avila, the Board of Directors voted 4-0 to approve the Consent Calendar.

AYES: Directors Robert, McMillan, Avila, Waters

NOES: None

ABSENT: Director Quady

6. ACTION ITEMS

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. General Manager's Report

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

3. Quarterly Investment Report – Dan Smith, Manager of Finance

The Manager of Finance introduced Alayne Sampson, Senior Portfolio Strategist at Chandler Asset Management, who presented the report and responded to questions from the Board.

4. Workplace Violence Prevention Plan Training – Daniel Cohen, Emergency Response Coordinator

The Emergency Response Coordinator explained that Workplace Violence Prevention Plan (WVPP) Training is a requirement of California Labor Code Section 6401.9, as added by Senate Bill 553. He provided a brief overview of the training, focusing on the aspects of the WVPP relevant to the Board.

5. Wildfire Update – Daniel Cohen, Emergency Response Coordinator

The Emergency Response Coordinator updated the Board on recent wildfires in the area, including the use of water by helicopters from Lake Bard by to provide fire suppression.

6. Legislative Update – Charlotte Holifield, Manager of External Affairs

The Manager of External Affairs presented the legislative update and responded to questions from the Board.

7. Update on Regulation to Make Conservation a California Way of Life – Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources provided an update on the regulation to Make Conservation a California Way of Life, which was adopted by the State Water Resources Control Board on July 3. While this regulation does not directly impact Calleguas as a wholesaler, it will affect many of Calleguas's retail water purveyors. Calleguas will support the affected retail water purveyors by offering cost-share on software to map water use in their service areas and providing outreach materials, both using water conservation funding provided by Metropolitan Water District of Southern California under the Member Agency Administered Program (MAAP).

8. May 2024 Financial Report – Dan Smith, Manager of Finance

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

9. June 2024 Water Use and Sales, May 2024 Power Generation, and June 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 stated he reviewed Calleguas's Conflict of Interest Code to confirm compliance with all relevant requirements. He said that a Conflict of Interest Code update for the Calleguas/Las Virgenes Public Financing Authority (PFA) is also in progress.

C. BOARD OF DIRECTORS REPORTS

1. Finance Committee Meeting Report

The Manager of Finance said that the committee discussed the potential refinancing of the 2010B Bonds.

2. 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 (JPIA) Representative

No report.

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

Director Avila said that he attended the AWA Board Meeting on July 11. They discussed potential speakers and finances regarding the Elected Officials and Members Reception scheduled for September 19 at the Ronald Reagan Presidential Library. There was a discussion regarding the potential to increase membership dues to raise additional revenue. Director Avila also attended the Water Issues Committee Meeting on July 16 where Calleguas's Manager of Engineering, Fernando Baez, presented on the Study of Seismic Impacts to the Santa Susana Tunnel.

d. Report of Fox Canyon Groundwater Management Agency (FCGMA) Representative

Director Avila said there was a meeting on June 26. The Watermaster Board canceled the second basin assessment via Resolution 2024-04 and adopted the Fiscal Committee's recommendations regarding collection and enforcement efforts for the Las Posas Valley basin assessment. The Watermaster Board did not consider the issue of which party should bear the costs

associated with the FCGMA's appeal of the judgment in the adjudication, but indicated it would address the issue when the FY 2024-25 budget is brought back to the Watermaster Board for consideration.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from June 20 to July 17. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

Director Avila said that advertisements were published in the *Acorn* and the *Ventura County Star* for open public seats on LAFCo.

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.

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

The Assistant Manager of Human Resources and Risk Management noted that the Board of Directors are due for their required two-hour Anti-Harassment Training. She said they will receive an e-mail with information regarding the training. The Employee Appreciation BBQ has been scheduled for Saturday, October 5 at Conejo Creek Park North.

4. Request for Future Agenda Items

Director Avila requested that a Sponsorship Committee Meeting be scheduled.

8. INFORMATION ITEMS

A. WRITTEN COMMUNICATION

1. Letter from Congresswoman Julia Brownley to Chairman Cole and Ranking Member DeLauro of the House Appropriations Committee regarding Community Project Funding Request for Lake Bard Pump Station
2. Letter to Chair Umberg of the State Senate Judiciary Committee regarding AB 2182 (Haney): Public Works – Oppose Unless Amended
3. Letter to Chair Smallwood-Cuevas of the State Senate Labor, Public Employment, and Retirement Committee regarding AB 2182 (Haney): Public Works – Oppose Unless Amended
4. Letter to Assemblymember Steve Bennett supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
5. Letter to Assemblymember Jacqui Irwin supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
6. Letter to State Senator Monique Limón supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
7. Letter to State Senator Henry Stern supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
8. Coalition letter organized by Metropolitan Water District advocating for increased water infrastructure funding in proposed climate resilience bond
9. Coalition letter regarding fourth draft of proposed Conservation as a California Way of Life regulation

10. Coalition letter organized by ACWA regarding AB 2257 (Wilson): Local government: property-related water and sewer fees and assessments: remedies – Support
11. Coalition letter organized by ACWA supporting allocation of two-thirds of climate resilience bond funding for water infrastructure to help prepare California for droughts, extreme precipitation events, and floods
12. Coalition letter organized by ACWA opposing proposed reduction of funding for the Voluntary Agreements in state FY 2024 – 2025 Budget

The General Manager noted that State Legislators are on their summer break and the Manager of External Affairs has been diligent in submitting comment letters ahead of the reconvening of the legislative session.

9. CLOSED SESSION

None

10. ADJOURNMENT

Prior to adjournment, the General Manger announced the retirement of Rob Peters, Manager of Operations and Maintenance. She thanked him for his 32 years of service and said that he would be missed.

Director Waters declared the meeting adjourned at 5:45 p.m.

Respectfully submitted,



Raul Avila, Board Secretary

July 8 & 9 – I attended various committee and Board meetings at MWD. Key actions and report are listed below.

- Engineering Operations, and Technology Committee
 - Awarded a contract for \$2,197,460 to J.F. Shea Construction Inc. for the replacement of a section of steel pipe on the Rialto Pipeline and rehabilitation of Service Connection CB-11; and authorized an increase of \$150,000 to an existing agreement with Brown and Caldwell for a \$395,000 to provide technical support during construction.
 - Authorized an agreement with Arcadis, U.S. Inc., for \$1.525 million for Data Management and Data Analytics Consulting & Implementation Services to implement Phase 1 of the Data Analytics project.
 - Authorized a \$600,000 increase to an existing agreement with J.F. Shea Construction Inc. for a total of \$10.4 million to purchase long-lead equipment for the Sepulveda Feeder Pump Stations Project.
 - Received updates on Colorado River Housing Community Planning, Value Engineering Program, and Metropolitan Headquarters Construction
 - Received an introduction on the use of Artificial Intelligence
 - Received in update on Ensuring Compliance with Water Quality Regulations
 - Received an update on activities of Engineering Services, Information Technology, Water System Operations
- Legislation and Communications Committee
 - Report on SB 1255 (Durazo, D – Los Angeles): Public water systems: needs analysis: water rate assistance program (June 3, 2024)
 - Received updates on Social Media Influencer Projects, CAMP4W Outreach and Engagement, regulations, federal legislation activities and state legislation activities.
- Legal and Claims Committee
 - Received a report on Baker Electric, Inc. v. MWD, et al., regarding MWD's CRA 6.9 kV Power Cables Replacement Project, Contract No. 1915; authorize an increase for a contract with Musick, Peeler & Garrett LLP, for legal services by \$750,000 for a total of \$3,250,000; and authorized an increase of \$120,000 for a contract with Exponent, Inc. for consulting services for a total of \$720,000
 - Received the General Counsel's Business Plan for fiscal year 2024-2025
 - Discussed Department Head Performance and Goal Setting
- One Water and Stewardship Committee
 - Authorized a contract for \$401,500 with the Inland Empire Utilities Agency under the Future Supply Actions Funding Program for the Chino Basin Advanced Water Purification Demonstration Facility
 - Authorized a contract for \$298,500 with the Inland Empire Utilities Agency under the Future Supply Actions Funding Program for the Identifying and Removing PFAS Used in Well Drilling Pilot Study
 - Authorized a contract for \$500,000 with the SDCWA for Future Supply Actions Funding Program for the Lake Henshaw Oxygenation Pilot Study

- Authorized a contract for \$499,802 with the City of Long Beach under the Future Supply Actions Funding Program for the Groundwater Augmentation, Groundwater Collection System, and New Wells Site Study
- Authorized a contract for \$500,000 with the LADWP for the Future Supply Actions Funding Program for the Headworks Reservoir Complex Direct Potable Reuse Pilot
- Authorized a contract for \$500,000 with LVMWD for the Future Supply Actions Funding Program for the OceanWell Pilot Study
- Authorized \$4.18 million for participation in the State Water Contractors for fiscal year 2024/25 and up to \$4.30 million for fiscal year 2025/26
- Received an update on the State Water Project
- Received an update on Delta Levee Real-Time Monitoring Innovation Project
- Received a Science Update: Salmon Reorienting to Recovery Project
- Received an update on Palo Verde Valley Regenerative Farming Studies
- Received updated on Bay-Delta Resources activities, Colorado River Resources activities, and Sustainability, Resilience and Innovation
- Finance and Asset Management Committee
 - Authorized a Permanent Easement to San Diego Gas & Electric for natural gas pipeline purposes on Metropolitan fee-owned property in the County of San Diego
 - Authorized an additional six-month term to the existing agreement with Public Financial Management Asset Management for investment management services for \$250,000
 - Authorized an amendment to an existing lease with Nish Noroian Farms to increase the size of the leased premises from 759 acres to 1,760 acres of MWD's land in the Palo Verde Valley in Riverside County, California, and to make necessary associated changes.
 - Received updates on financial conditions, Finance and Asset Management activities, Subcommittee on Long-Term Regional Planning Processes and Business Modeling
 - Discussed and provided direction to the Subcommittee on Long-Term Regional Planning Processes and Business Modeling
- Equity, Inclusion, and Affordability Committee
 - Observed a panel discussion on creating a Spanish Language Inspection Trip and Outreach Opportunities
 - Received an update on diversity, equity and inclusion activities
- Ethics, Organization, and Personnel Committee
 - Monthly Ethics Education
 - Received the Equal Employment Opportunity Statistical Report
 - Received the Ethics Officer's fiscal year 2023/24 Annual Report and fiscal year 2024/25 Business Plan
 - Discussed Department Head Performance and Goal
 - Received updated on Ethics Officer's monthly activities, Equal Employment Opportunity activities, Human Resources activities, and Safety, Security, and Protection activities
- Board of Directors

July 11 – Attended EOT's Workshop for Member Agencies on Cyber Security Best Practices

July 15 – Chaired the Ad Hoc Committee on Bay Delta

- Received a draft itinerary for a MWD Bay-Delta Tour for the Ad Hoc Committee
- Received an update on “Delta and San Joaquin Farmer to Farmer” activities
- Received an update on Webb Tract activities

July 16 – Participated in MWD’s Hispanic Scholarship Awards