

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
November 6, 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 Raul Avila, Secretary Jacquelyn McMillan, Treasurer Thibault Robert, Director
---	---

Director Absent:	Andy Waters, Vice-President
------------------	-----------------------------

Staff Present at District Headquarters:	Kristine McCaffrey, General Manager Ian Prichard, Deputy General Manager Patrick Augusta, Sr. Electromechanical Technician Fernando Baez, Manager of Engineering Grant Burton, Manager of Human Resources and Risk Management Omar Castro, Manager of Operations and Maintenance Tricia Ferguson, Assistant Manager of Human Resources and Risk Management Matt Gomez, System Maintenance Supervisor Henry Graumlich, Executive Strategist Jennifer Lancaster, Manager of Water Resources James Mojica, IT Specialist Kristen Morgan, Sr. Accounting Technician Steve Sabbe, IT Specialist Megan Schneider, Sr. Communications Specialist Dan Smith, Manager of Finance Jose Tamayo, Distribution Crew Leader Jerrad Uribe, Sr. Maintenance Crew Leader Genet Zimmerman, Engineering Administrator
---	---

Staff Present via
Videoconference:

Charlotte Holifield, Manager of External Affairs
Kayde Maddox, Administrative Assistant

Legal Counsel Present at
District Headquarters:

Walter Wendelstein, Wendelstein Law Group, PC, District
Counsel

2. PUBLIC COMMENTS

None

3. PRESENTATIONS

A. Introduction of new Manager of Operations & Maintenance Omar Castro

The Deputy General Manager introduced the new Manager of Operations & Maintenance, Omar Castro. Omar comes to the District with over 30 years of experience in utility operations. Omar has T5 certification in water treatment and D5 certification in water distribution. The Board welcomed him to the District.

B. Recognition of Employees who Recently Completed Degree Programs

The Manager of Human Resources and Risk Management recognized three Calleguas employees who utilized the District's tuition reimbursement program to complete their degrees, enhance their skills, and advance their careers at the District:

- Daniel Cohen, Emergency Response Coordinator, Master's in Public Administration, California State University at Northridge
- Matt Gomez, System Maintenance Supervisor, Bachelor of Science in Business Administration with a concentration in Project Management, National University
- Kristen Morgan, Senior Accounting Technician, Bachelor of Science in Accounting, California Lutheran University

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

Due to the fact that the Mountain Fire ignited within the Calleguas service area after the agenda had been finalized, creating an emergency condition (Government Code 54956.5), the Board requested that a wildfire update be added to the agenda.

On a motion by Director Robert, seconded by Director Avila, the Board of Directors voted 4-0 to approve the addition of a Mountain Fire emergency update to the agenda.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

An update on the District's response to the Mountain Fire was provided by the General Manager.

5. CONSENT CALENDAR

- A. Approve the Minutes of the October 16, 2024 Special Board Meeting
- B. Receive and Affirm the Payment Register for the District's Activities from September 24, 2024 to October 28, 2024
- C. Authorize the General Manager to Execute an Agreement with Stradling Yocca Carlson & Rauth to Act as Bond Counsel for the 2010B Bond Refinancing for an Amount Not to Exceed \$160,000

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

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

6. ACTION ITEMS

- A. Designate a Board Member to vote on behalf of Calleguas at the Association of California Water Agencies General Session Membership Meeting at the 2024 Fall Conference and Authorize the General Manager to Sign and Submit the Proxy Designation Form Accordingly

On a motion by Director Quady, seconded by Director Avila, the Board of Directors voted 4-0 to designate Scott Quady as the Board Member and Raul Avila as the Alternate Board Member to vote on behalf of Calleguas at the Association of California Water Agencies General Session Membership Meeting at the 2024 Fall Conference.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

- B. Select a Candidate for Local Agency Formation Commission (LAFCo) Special District Regular Member and Authorize the Board President to Complete and Sign the LAFCo Ballot

On a motion by Director McMillan, seconded by Director Quady, the Board of Directors voted 4-0 to select Steve Huber as the candidate for LAFCo Special District Regular Member and authorize the Board President to complete and sign the LAFCo ballot.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

- C. Adopt Resolution No. 2099, A Resolution of the Board of Directors of the Calleguas Municipal Water District Authorizing the Issuance of Not to Exceed \$72,000,000 Principal Amount of Water Revenue Refunding Bonds, Series 2024A; Authorizing and Directing Execution of an Indenture of Trust, Escrow Instructions, a Continuing Disclosure Agreement and a Bond Purchase Contract; Authorizing the Sale of Bonds; Approving an Official Statement and Providing Other Matters Properly Relating Thereto

On a motion by Director Robert, seconded by Director Avila, the Board of Directors voted 4-0 to approve Resolution No. 2099.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

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. Preliminary June 2024 Financial Report – Dan Smith, Manager of Finance

The Manager of Finance presented the report.

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

The Manager of Finance presented the report.

4. Quarterly Investment Report (September 2024) – Dan Smith, Manager of Finance

The Manager of Finance presented the report.

5. Draft Strategic Communications Plan – Megan Schneider, Senior Communications Specialist

The Senior Communications Specialist presented the report. The Board had feedback on some of the language, which will be incorporated in the final draft to be presented to the Board at a future Board meeting.

6. New Calleguas Website Preview – Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources presented the report.

7. Third Quarter 2024 Change Order Summary Report – Fernando Baez, Manager of Engineering

The Manager of Engineering said there were no change orders this quarter.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

None

C. BOARD OF DIRECTORS REPORTS

1. Committee Meeting Report

None

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 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
No report.
- e. Report of Metropolitan Water District Director
Director McMillan referenced her written report on the Metropolitan meetings she attended from October 17 to November 6. 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
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 General Manager noted several upcoming meetings:

- November 20 – Joint Special Calleguas/LVMWD Board Meeting at 5:00 p.m.
- December 4 – Calleguas Board Meeting canceled due to ACWA Fall Conference
- December 10 – Purveyor Meeting will be at Calleguas Wellfield No. 2
- January 1 – Board Meeting moved to January 8 at 4:00 p.m. due to New Years Day
- January 15 – Board Meeting moved to January 22 at 4:00 p.m.

4. Request for Future Agenda Items

None

8. INFORMATION ITEMS

A. WRITTEN COMMUNICATION

1. Letter from Metropolitan Water District of Southern California Interim General Manager Deven Upadhyay to Department of Water Resources Director Karla Nemeth re: Continued Delta Conveyance Project Planning Funding, dated October 24, 2024

9. CLOSED SESSION

- A. Pursuant to Government Code 54956.9(d)(2) Conference with Legal Counsel – Anticipated Litigation - 1 case.**

At 5:28 p.m., Director Quady adjourned to Closed Session to discuss Items 9.A as stated on the agenda. Closed Session began at 5:30 p.m.

CLOSED SESSION CONTINUING

At 5:36 p.m., Closed Session ended.

At 5:37 p.m., Director Quady reconvened to Open Session.

Regarding Item 9.A, the Board considered a Government Code claim in Closed Session and voted 4-0 to delegate to the Manager of Human Resources and Risk Management the authority to reject the claim in writing. The claim is available for review pursuant to the requirements of the Government Code.

10. ADJOURNMENT

Director Quady declared the meeting adjourned at 5:37 p.m.

Respectfully submitted,



Raul Avila, Board Secretary