

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
April 2, 2025

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 Raul Avila, President of the Board, at 4:01 p.m.

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

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| Directors Present at District Headquarters: | Raul Avila, President Scott Quady, Vice-President Thibault Robert, Secretary Jacquelyn McMillan, Treasurer Reddy Pakala, Director |
| Staff Present at District Headquarters: | Kristine McCaffrey, General Manager Ian Prichard, Deputy General Manager Fernando Baez, Manager of Engineering Omar Castro, Manager of Operations and Maintenance Kat Ehret, Management Analyst Tricia Ferguson, Manager of Human Resources and Risk Management Charlotte Holifield, Manager of External Affairs Jennifer Lancaster, Manager of Water Resources Wes Richardson, Manager of Information Technology Steve Sabbe, IT Specialist Kara Wade, Clerk of the Board |
| Staff Present via Videoconference: | Dan Smith, Manager of Finance |
| Legal Counsel Present at District Headquarters: | Walter Wendelstein, Wendelstein Law Group, PC, District Counsel |

2. PUBLIC COMMENTS

None

3. PRESENTATIONS

None

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

None

5. CONSENT CALENDAR

- A. Approve the Minutes of the March 19, 2025 Board Meeting
- B. Receive and Affirm the Payment Register for the District's Activities from February 25, 2025 to March 19, 2025
- C. Authorize the General Manager to Execute 1) Agreement for Wheeling of Water Between the Metropolitan Water District of Southern California, Calleguas Municipal Water District, and the City of San Buenaventura; 2) Agreement for the Wheeling of Water Between Calleguas Municipal Water District and the City of San Buenaventura; and 3) Agreement for Permission to Deliver State Water Project Water into the Service Areas of State Water Project Contractors Metropolitan Water District of Southern California and City of San Buenaventura (Through Ventura County Watershed Protection District) Under Emergency Circumstances

The General Manager gave a presentation on the importance of these agreements. The Board asked questions and she answered them.

Jennifer Tribo, Assistant General Manager – Ventura Water, provided public comment about the importance of these agreements to the City of Ventura.

- D. Authorize an Increase in the Amount of \$2,785 for a Total Contract Amount of \$139,025 for Aveva Select for a Three-Year Supervisory Control and Data Acquisition Software-and-Support Contract

On a motion by Director Robert, seconded by Director McMillan, the Board of Directors voted 5-0 to approve Consent Calendar.

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

NOES: None

Abstain: Director Pakala – Minutes of the March 19, 2025 Board Meeting

6. ACTION ITEMS

- A. Discussion of a Notice to Set the Date, Time, and Place of a Public Hearing to Consider Amending Calleguas Ordinance No. 15, Setting Directors' Compensation

On a motion by Director Pakala, seconded by Director McMillan, the Board of Directors voted 5-0 to Set the Date, Time, and Place of a Public Hearing to Consider Amending Calleguas Ordinance No. 15, Setting Directors' Compensation.

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

NOES: None

- B. Discussion Regarding AB 523 (Irwin), Concerning Metropolitan Water District of Southern California (Metropolitan): alternate representatives

On a motion by Director Avila, seconded by Director Robert, the Board of Directors voted 5-0 to:

- Direct staff to draft a letter to the author and sponsor of the bill indicating that Calleguas would prefer an alternate board member to represent Calleguas's vote rather than a proxy, with the proxy preferable to the status quo.
- Have the President and Vice President attend the Legislative and Communications Committee and Metropolitan Water District Board meetings to voice Calleguas's concerns regarding this matter during public comment.

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

NOES: None

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report

Per Director Avila's request, staff provided five highlights from the Monthly Status Report:

- i. Item #38 – Cesar Romero, Senior Project Manager, highlighted the CMWD-LVMWD Interconnection being a finalist to receive the ACWA 2025 Clair A. Hill Water Agency Award of Excellence at ACWA Spring Conference in May.
- ii. Item #66 – Fernando Baez, Manager of Engineering, highlighted the demolition of carpet, baseboards, wall paneling, kitchen cabinets, bathroom fixtures, closet doors, and appliances in Staff House No. 3, as well as the verification of the condition of electrical systems and insulation. Director Avila requested that the Administrative Code be revised to establish internal standards related to maintenance of staff housing.
- iii. Item #23 – Jennifer Lancaster, Manager of Water Resources, highlighted the overwhelmingly popular Native Plant Sale hosted by Calleguas in partnership with Ventura County Master Gardeners.
- iv. Item #20 – Charlotte Holifield, Manager of External Affairs, highlighted her participation in a panel on California Wildfires at the ACWA Annual Legislative Symposium.
- v. Item #14 – Kristine McCaffrey, General Manager, highlighted the tour and briefing held at Calleguas for the Ventura County CEO, Assistant CEO, and Special Assistant to the CEO to discuss continued collaboration and partnerships.

2. February 2025 Financial Report – Dan Smith, Manager of Finance

The Manager of Finance presented the report. Director Pakala requested that a column be added reflecting the year end projection for fiscal year 2024/2025.

3. Calleguas Operational Response to a Broken Chlorine Container Valve – Julio Reyes, Operations Supervisor

The Operations Supervisor presented the report.

President Avila requested a short break of the meeting.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

General Counsel stated that he was asked to participate on a panel concerning risk transfer at the ACWA-JPIA Membership Summit in May.

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

Director Quady mentioned that, on April 10, ACWA Region 8 will appoint a new Director. Director McMillan has expressed interest in that position and Metropolitan has supported her nomination.

- b. Report of ACWA Joint Powers Insurance Authority Representative

No report.

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

Director Avila stated he attended the AWA Board of Directors Meeting on March 6 and it was his last meeting as an AWA Board Member. The new Officers and Board Members were installed. The AWA Board approved a cost-of-living adjustment for the Executive Director and staff member. Director Robert also

attended the meeting and said that there was an increase in dues in 2025 and that there will be an additional increase in 2026. There have been no increases to dues in many years.

d. Report of Fox Canyon Groundwater Management Agency Representative

Director Pakala said he attended the March 26 meeting remotely. He noted a letter from the Deputy General Manager, who chairs the Policy Advisory Committee (PAC), to FCGMA recommending several changes to the budget. The Deputy General Manager commended Rob Grether from the PAC on his contributions to the letter. Director Pakala commended the Deputy General Manager on a great job with PAC.

e. Report of Metropolitan Water District Director

Director McMillan provided a written report on the Metropolitan meetings she attended from March 20 to April 2. 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 (VCSDA) Representative

Director Robert attended the meeting on April 1. VCSDA staff presented adjustments to the meetings and membership payment structure, including meals at the meetings and only having four meetings per year. They also discussed proposed legislation, including AB 1637 (which would require that all government e-mail addresses [including those for special districts] be .gov), AB 259 (which would eliminate the sunset date on the just cause provisions for participating in Board meetings remotely), and SB 496 (which would provide relief to local agencies from the California Air Resources Board's Advanced Clean Fleets mandate). Director Robert said the presentation by Elena Brokaw from the

Museum of Ventura County included discussion of the first water district in Ventura County and was overall very interesting.

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 that are subject to the District's reimbursement policy.

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

The General Manager noted the Metropolitan one-day infrastructure tour on May 9. Director Pakala is interested in attending.

4. Request for Future Agenda Items

Director Avila requested further information about security at the District's facilities; the General Manager indicated that any such discussion would need to be held in closed session. Director Avila stated he would like the Administrative Code to be revised to incorporate internal standards for staff housing and routine maintenance of Calleguas facilities.

8. INFORMATION ITEMS

None

9. CLOSED SESSION

None

10. ADJOURNMENT

Director Avila declared the meeting adjourned at 6:37 p.m.

Respectfully submitted,


Thibault Robert, Board Secretary

**CMWD Board of Director Activity Report
for Director Jacquelyn McMillan from April 3 to April 16, 2025**

Calleguas MWD Related Activities

April 4 – Cyber Security Training OSINT

April 5 – Cyber Security Training AI Hallucinations

April 10 – West Ventura County Business Alliance Networking Group via Zoom

April 14 – West Ventura County Business Alliance Business Advocacy Committee

April 16 – CMWD Board Meeting via teleconference

Metropolitan Water District of Southern California (MWD) Related Activities

April 3 – Northern Caucus via Zoom

April 6 through 8 – MWD Committee and Board Meetings. The following actions were taken by the board, including my vote on each item.

CONSENT CALENDAR OTHER ITEMS - ACTION

- Nominated and Elected nonofficer member of the Executive Committee for remaining two-year term effective April 8, 2025: Fred Jung. (Agenda Item 6B). Board:100%. McMillan: Aye.
- Approved and appointed Committee Assignments for Director Gretchen Shepherd Romey to the Legislation and Communications Committee and One Water and Adaptation Committee. (Agenda Item 6C). Board:100%. McMillan: Aye.

CONSENT CALENDAR ITEMS – ACTION

- Authorized an increase of \$1.0 million to a professional services agreement with GridSME for a new total amount of \$1.245 million for electric transmission planning and NERCrelated electric reliability compliance services. (Agenda Item 7-1). Board:100%. McMillan: Aye.
- Authorized a \$850,000 agreement with Red8 for the implementation of the Data Storage Infrastructure Refresh project. (Agenda Item 7-2). Board:100%. McMillan: Aye.
- Authorized a \$299,000/yr agreement with Metal Toad Media, Inc.for a maximum of \$996,200 for the duration of the three-year agreement to host, manage, and maintain Metropolitan's external websites. (Agenda Item 7-3). Board:100%. McMillan: Aye.
- Authorized an increase of \$3.3 million to an existing agreement with Stantec Consulting Services Inc. for a new total of \$4.99 million for final design of a mechanical dewatering facility at the Joseph Jensen Water Treatment Plant. (Agenda Item 7-4). Board:100%. McMillan: Aye.
- Authorized an amendment to a reimbursable agreement with BH Luxury Residences LLC to provide design review and inspection-related to activities for the relocation of the Santa Monica Feeder. (Agenda Item 7-5). Board:100%. McMillan: Aye.

- Approved Climate Adaptation Master Plan for Water Five-Year Implementation Strategy. (Agenda Item 7-6). Board:100%. McMillan: Aye.
- Adopted resolutions fixing and adopting a Readiness-to-Serve Charge and a Capacity Charge for calendar year 2026. (Agenda Item 7-7). Board:100%. McMillan: Aye.
- Approved amendments to the Metropolitan Water District Administrative Code to conform oversight of the General Auditor and Audit Department duties and responsibilities to the current committee structure, streamline reporting on professional services agreement. (Agenda Item 7-8). Board:100%. McMillan: Aye.
- Approved a salary schedule pursuant to CalPERS regulations. (Agenda Item 7-10). Board:100%. McMillan: Aye.
- Authorized the General Manager to extend California Contractor Forbearance for Intentionally Created Surplus. (Agenda Item 7-11). Board:100%. McMillan: Aye.
- Authorized the General Manager to terminate the Foothill Area Conjunctive Use Program Agreement. (Agenda Item 7-12). Board:100%. McMillan: Aye.
- Authorized the General Manager to terminate the Live Oak Basin Conjunctive Use Program Agreement. (Agenda Item 7-13). Board:100%. McMillan: Aye.
- Authorized the General Manager to terminate the Long Beach Conjunctive Use Program Agreement. (Agenda Item 7-14). Board:100%. McMillan: Aye.
- Authorized the General Manager to terminate the Long Beach Expansion into Lakewood Conjunctive Use Program Agreement. (Agenda Item 7-15). Board:100%. McMillan: Aye.
- Authorized the General Manager to terminate the Orange County Conjunctive Use Program Agreement. (Agenda Item 7-16). Board:100%. McMillan: Aye.
- Authorized the General Manager to terminate the Compton Conjunctive Use Program Agreement. (Agenda Item 7-17). Board:100%. McMillan: Aye.
- Authorized the General Counsel to increase the amount payable under contract with outside counsel Liebert, Cassidy Whitmore, in the amount of \$200,000 for a total of \$450,000. (Agenda Item 7-18). Board:100%. McMillan: Aye.

OTHER BOARD ITEMS - ACTION

- Adopted the CEQA determination that the proposed action was previously addressed in the certified 2024 Final Environmental Impact Report and related documentation, and that no further environmental analysis or documentation is required and authorized an increase of \$12.4 million to an agreement with La Cañada Design Group Inc. for a new amount of \$16.8 million for final design to upgrade the Michael J. McGuire Water Quality Laboratory. (Agenda Item 8-1). Board:100%. McMillan: Aye.
- Authorized an increase in the maximum amount payable under contract for legal services with Seyfarth Shaw LLP, in the amount of \$250,000 for a total amount not to exceed \$750,000. (Agenda Item 8-2). Board:100%. McMillan: Aye.

April 11 – Delta Construction Authority Board Briefing

April 16-18 – Delta Construction Authority Board and Delta Financing Authority Board Meetings in Sacramento.