

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
May 7, 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 4:00 p.m. Director Avila opened the meeting in honor of former District Manager of Human Resources and Risk Management, Grant Burton. Grant passed away on April 17, 2025, at the age of 67.

Grant was a proud veteran of the Coast Guard, where he served in Alameda, CA, New Orleans, LA, Owensboro, KY, Hilo, HI, and San Pedro, CA. He received a BA in English Literature from Loyola Marymount University and a Juris Doctor from the University of West Los Angeles Law School. Grant worked as a Claims Administrator for the City of Santa Monica before finishing law school and being hired at Metropolitan Water District, where he worked for 23 years before his first retirement.

Grant liked to stay busy, so he quickly came out of retirement to join the legal team at the law firm of Cohen and Burge. Finally, Grant joined Calleguas as the Manager of Human Resources and Risk Management in 2021, where he championed additional policies to ensure employee safety and prioritized employee engagement and recognition before retiring again in January 2025.

Grant was full of energy and adventure. Growing up in Venice Beach and retiring at the beach in Ventura, Grant loved the ocean and was a prolific surfer and member of the Surfing Lawyers Association. He was a proud father to Maggie and Jake, husband to Kelly (who was also his high school sweetheart), and a beloved brother, nephew, and friend.

Grant will be fondly remembered for his contributions to the District and the community.

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

Directors Present at District	Raul Avila, President
Headquarters:	Thibault Robert, Secretary
	Jacquelyn McMillan, Treasurer
	Reddy Pakala, Director
	Scott Quady, Director

Staff Present at District Headquarters:

Kristine McCaffrey, General Manager
Candace Anderson, Senior Human Resources Analyst
Fernando Baez, Manager of Engineering
Omar Castro, Manager of Operations and Maintenance
Tricia Ferguson, Manager of Human Resources and Risk Management
Matt Gomez, System Maintenance Supervisor
Henry Graumlich, Executive Strategist
Charlotte Holifield, Manager of External Affairs
Jennifer Lancaster, Manager of Water Resources
Julio Reyes, Operations Supervisor
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:

Ian Prichard, Deputy General Manager
Kayde Maddox, Administrative Assistant
Sue Taylor, Accounting Supervisor
Jenyffer Vasquez, Principal Water Resources Specialist

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 April 16, 2025 Board Meeting

On a motion by Director Pakala, seconded by Director McMillan, the Board of Directors voted 5-0 to approve the Minutes of the April 16, 2025 Board Meeting.

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

NOES: None

- B. Receive and Affirm the Payment Register for the District's Activities from March 20, 2025 to April 23, 2025

- C. Approve Professional Services by AllConnected, Inc. in the Amount of \$547,954 to Perform Networking Center Relocation Support Services and Provide Equipment for Networking Center Relocation and Administration Building Storage Room Addition (Project No. 620)

- D. Receive and Affirm the Quarterly Investment Report for the District through March 31, 2025

On a motion by Director Pakala, seconded by Director McMillan, the Board of Directors voted 5-0 to approve items B, C, and D of the Consent Calendar.

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

NOES: None

6. ACTION ITEMS

- A. Public Hearing and discussion regarding amendment to Ordinance No. 15, Setting Directors' Compensation

At 4:27 p.m., President Avila opened the Public Hearing. There was no public comment.

At 4:31 p.m., President Avila closed the Public Hearing.

ORDINANCE NO. 15

AN ORDINANCE OF CALLEGUAS MUNICIPAL WATER DISTRICT SETTING DIRECTORS' COMPENSATION (AMENDED)

On a motion by Director McMillan, seconded by Director Robert, the Board of Directors voted 5-0 to adopt amended Ordinance No. 15, increasing Board compensation authorized under that Ordinance by \$10 to the amount of \$240.00, becoming effective 60 days hereafter, at 12:01 a.m. on July 7, 2025. Amended Ordinance No. 15 is attached and made part of these minutes.

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

NOES: None

President Avila stated that Item 6.B would be presented after closed session.

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report

Staff highlighted five items from the Monthly Status Report. The Board asked questions and staff answered them.

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

The Manager of Finance presented the report.

3. Water Supply Update – Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources presented the report.

4. Federal Legislative Advocacy Update – Charlotte Holifield, Manager of External Affairs

The Manager of External Affairs presented the report.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

General Counsel stated that the Quarterly Legal Summary for the first quarter of 2025 was distributed. He will be attending the Legal Affairs Committee meeting at the ACWA Spring Conference, as Calleguas's appointed representative, and the Groundwater Committee meeting.

President Avila requested a short break of the meeting.

C. BOARD OF DIRECTORS REPORTS

1. Committee Meeting Report

The Manager of Finance reported that the Finance Committee meeting was held on May 6. The committee members discussed the potential addition of a Health Reimbursement Arrangement option for Board Members, the auditor selection process, extending the Letter of Credit related to the 2008A Bonds, and a potential FY 2025-26 Cost of Service Study.

Director Avila reported that the Sponsorship Committee meeting was held on May 7. The committee members discussed review and approval of proposed Association of Water Agencies of Ventura County FY 2025-26 Sponsorships and a report on other sponsorships budgeted for FY 2025-26.

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 there is a call for candidates with a deadline of June 20.

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 Pakala attended the FCGMA/Las Posas Watermaster Board meeting on April 23. There was a discussion on the Las Posas Basin Optimization Yield Study schedule, and Dave Borchard, the agricultural representative on the FCGMA Board for

the 20 years prior to his recent retirement, was awarded the John K. Flynn Groundwater Stewardship Award.

e. Report of Metropolitan Water District Director

Director McMillan provided a written report on the Metropolitan meetings she attended from April 17 to May 7. 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

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 that are subject to the District's reimbursement policy.

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

The General Manager noted that an Engineering and Construction Committee meeting will be scheduled soon.

4. Request for Future Agenda Items

None

8. INFORMATION ITEMS

- A. Support Letter to Assemblymember Blanca Rubio RE: Assembly Bill (AB) 259 (Rubio) – March 17, 2025.
- B. Support Letter to Senator Melissa Hurtado RE: Senate Bill (SB) 496 (Rubio) – March 25, 2025.
- C. Coalition Support Letter to Senator Monique Limón RE: SB 72 (Caballero) – March 27, 2025.
- D. Calleguas MWD–Las Virgenes MWD–Triunfo Water and Sanitation District Joint Letter to Senators Ben Allen, Monique Limón, Henry Stern and Assemblymembers Jacqui Irwin, Steve Bennett, and Jesse Gabriel RE: \$17.5 million State Budget Request for Regional Water Reliability – April 7, 2025.
- E. Coalition Support Letter to Senator Anna Caballero RE: SB 394 (Allen) – April 14, 2025.
- F. Coalition Support Letter to U.S. House of Representatives Members Jason Smith, Richard Neal, Mike Crapo, and Ron Wyden RE: H.R. 1871 / S. 857: Water Conservation Rebate Tax Parity Act of 2025 – April 16, 2025.
- G. Coalition Support Letter to Assemblymember Diane Papan RE: AB 514 (Petrie-Norris) – April 17, 2025.
- H. Coalition Support Letter to Assemblymember Diane Papan RE: AB 580 (Wallis) – April 22, 2025.
- I. Letter to Congresswoman Julia Brownley RE: Congressional Project Funding Request for Lake Bard Pump Station – April 21, 2025.

9. CLOSED SESSION

- A. Conference with legal counsel regarding initiation of litigation pursuant to Government Code Section 54956.9(d)(4); 1 case

At 5:58 p.m., Director Avila adjourned to Closed Session to discuss Item 9.A as stated on the agenda. Closed Session began at 6:00 p.m.

CLOSED SESSION CONTINUING

At 6:07 p.m., Closed Session ended. At 6:09 p.m., Director Avila reconvened to Open Session.

Regarding Item 9.A, direction was given to staff and legal counsel and no action was taken.

6. ACTION ITEMS

B. Discussion Regarding Board Officer Positions

Director Quady presented a letter to the Board resigning as Vice-President. Director Quady's letter is attached and made part of these minutes.

On a motion by Director McMillan, seconded by Director Quady, the Board of Directors voted 5-0 to select Director Robert as Vice-President and Director Pakala as Secretary.

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

NOES: None

10. ADJOURNMENT

Director Avila declared the meeting adjourned at 6:09 p.m.

Respectfully submitted,



Reddy Pakala, Board Secretary

ORDINANCE NO. 15

AN ORDINANCE OF
CALLEGUAS MUNICIPAL WATER DISTRICT
SETTING DIRECTORS' COMPENSATION
(AMENDED)

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF CALLEGUAS MUNICIPAL WATER DISTRICT AS FOLLOWS,

SECTION 1. AUTHORIZATION FOR COMPENSATION.

Each Director of Calleguas Municipal Water District (Calleguas) and the representative of Calleguas on the Board of Directors of the Metropolitan Water District of Southern California (Metropolitan) shall be paid for each day's attendance at meetings of the respective boards and committees thereof, and for each day's service rendered as Director by request of the Calleguas Board, not exceeding a total of 10 days in any calendar month for Calleguas Directors and not exceeding an additional total of 10 days in any calendar month for Calleguas' representative on the Metropolitan Board of Directors.

SECTION 2. INCREASE IN COMPENSATION.

Section 20200, et seq. of the Water Code permits Calleguas to increase the compensation received by members of the governing board by an amount not to exceed five percent (5%), for each calendar year following the operative date of the last adjustment, of the compensation received when the ordinance is adopted. The compensation paid to the members of the Calleguas Board of Directors was most recently adjusted by Ordinance No. 15 as amended on April 5, 2023.

The present compensation paid is \$230 per day for each day's attendance at meetings as set forth in Section 1 above. Pursuant to the authority of Water Code Section 20202, the compensation to be paid commencing with the effective day of this Ordinance shall be increased to \$240 per day.

SECTION 3. EFFECTIVE DATE OF ORDINANCE.

This Ordinance shall supersede and replace any prior Ordinance establishing Director compensation and shall become effective sixty (60) days hereafter, at 12:01 a.m. on July 6, 2025.

ADOPTED, SIGNED AND APPROVED this 7th day of May 2025.



Raul Avila, President

Board of Directors

On motion by Director Director McMillan, and seconded by Director Director Robert, the foregoing ordinance is adopted upon this 7th day of May 2025, by the following vote:

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

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY that the foregoing Ordinance was adopted at a regular meeting of the Board of Directors of Calleguas Municipal Water District held on May 7, 2025 by the vote shown above.

ATTEST:



Thibault Robert, Secretary
Board of Directors

**CMWD Board of Director Activity Report
for Director Jacquelyn McMillan from April 17 to May 7, 2025**

Calleguas MWD Related Activities

April 19 – CoLAB Annual Spring Fling Event at Petersen Ranch in Somis

April 24 – CMWD Purveyor Managers Meeting at CMWD Headquarters

April 25 – CSDA Financing with Flexibility on Demand Webinar

April 30 – West Ventura County Business Alliance Ribbon Cutting Palera Village in Camarillo

May 1 – CSDA Professional Development Committee via Zoom

May 6 – CMWD Finance Committee at CMWD Headquarters

May 7 – CMWD Sponsorship Committee and Board Meeting at CMWD Headquarters

Metropolitan Water District of Southern California (MWD) Related Activities

April 17-18 – Delta Construction Authority Board Meeting in Sacramento

April 21 – Ad Hoc Committee on Agriculture and Tribal Communities via Zoom

April 23 – Southern California Water Dialogue Zoom Meeting on Storage