

CALLEGUAS MUNICIPAL WATER DISTRICT

2100 Olsen Road, Thousand Oaks, California 91360

www.calleguas.com

Written communications from the public must be received by 8:30 a.m. on the Thursday preceding a regular Board meeting in order to be included on the agenda and considered by the Board at that meeting. Government Code Section 54954.2 prohibits the Board from taking action on items not posted on the agenda except as provided in Subsection 54954.2(b).

BOARD OF DIRECTORS MEETING

July 02, 2025, 4:00 p.m.

AGENDA

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

BOARD OF DIRECTORS

Raul Avila, President

Thibault Robert, Vice-President

Reddy Pakala, Secretary

Jacquelyn McMillan, Treasurer

Scott H. Quady, Director

2. PUBLIC COMMENTS

This portion of the agenda may be utilized by any member of the public to address the Board of Directors on any matter within the jurisdiction of the Board that does not appear on the agenda and on matters that are on the agenda but are not designated as action items. Depending on the subject matter, the Board of Directors may be unable to respond at this time, or until the specific topic is placed on the agenda at a future CMWD Board Meeting, in accordance with the Ralph M. Brown Act. Please limit remarks to three minutes.

To participate:

https://us06web.zoom.us/j/84561392448?pwd=H99iPlpQqxn_tyHwp4l9crNoDyA5og.9Lxwf-xOnu0Y39_z

Phone # +1 (720) 707-2699 *825427# (Denver)

Webinar ID: 845 6139 2448

Passcode: 930807

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

Consideration of any items that require addition to the agenda due to the existence of an emergency situation, the need to take immediate action, and requests for remote participation due to emergency circumstances.

4. REVIEW OF THE AGENDA

Discussion regarding the need to postpone or delete any items or take any items out of order.

5. PRESENTATIONS

6. CONSENT CALENDAR

Consent Calendar items are to be approved or accepted by vote on one motion unless a Board member requests separate consideration. If any Board member requests that an item be removed from the Consent Calendar for further discussion, it will be moved to the first item on the Action Items portion of the Agenda.

- A. Approve the Minutes of the June 18, 2025 Board Meeting
- B. Receive and Affirm the Payment Register for the District's Activities from May 22, 2025 to June 23, 2025
- C. Award Contract in the Amount of \$450,000 to RA Atmore & Sons, Inc. to Perform As-Needed Weed Abatement Services and Approve \$150,000 for Weed Abatement Services to Be Performed in Fiscal Year 2025-26 Without a Fixed Scope and Fee
- D. Adopt Proposed Changes to the District's Administrative Code

7. ACTION ITEMS

Action Items call for separate discussion and action by the Board for each agendized topic.

- A. Discussion Regarding California Special Districts Association Board of Directors Elections

8. REPORTS

Report items are placed on the agenda to provide information to the Board and the public and no Board action is sought.

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report
2. May 2025 Financial Report – Dan Smith, Manager of Finance
3. Calleguas's 2024 Annual Water Quality Report – Amy Mueller, Regulatory Compliance Supervisor
4. Water Quality and Operations Risks Associated with Invasive Species – Amy Mueller, Regulatory Compliance Supervisor

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

C. BOARD OF DIRECTORS REPORTS

1. Committee Meeting Reports
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
- b. Report of ACWA Joint Powers Insurance Authority Representative
- c. Report of Association of Water Agencies of Ventura County Representative
- d. Report of Fox Canyon Groundwater Management Agency Representative
- e. Report of Metropolitan Water District Director
- f. Report of Ventura LAFCo Commissioner

- g. Report of Ventura County Regional Energy Alliance Representative
 - h. Report of Ventura County Special Districts Association Representative
3. 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.
4. Discussion regarding upcoming meetings to be attended by Board members

9. REQUEST FOR FUTURE AGENDA ITEMS

10. BOARD COMMENTS

Comments by Board members on matters they deem appropriate. A Board member may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities.

11. INFORMATION ITEMS

- A. Support letter from Greater Conejo Valley Chamber of Commerce RE: Delta Conveyance Project Streamlining Trailer Bill – May 27, 2025
- B. Support letter from West Ventura County Business Alliance RE: Delta Conveyance Project Streamlining Trailer Bill – June 9, 2025
- C. Support letter from Simi Valley Chamber of Commerce RE: Delta Conveyance Project Streamlining Trailer Bill – June 10, 2025
- D. Coalition Support Letter to Chair Diane Papan RE: SB 72 – June 10, 2025
- E. Coalition Support Letter to Chair Monique Limón RE: AB 580 – June 12, 2025
- F. Coalition Support Letter RE: SB 454 to Chair Buffy Wicks – June 20, 2025
- G. Coalition Support Letter to Chair Ash Kalra RE: SB 394 – June 23, 2025

12. CLOSED SESSION

13. ADJOURNMENT to Board Meeting July 16, 2025 at 4:00 p.m.

Note: Calleguas Municipal Water District conducts in-person meetings in accordance with the Brown Act. The District has also established alternative methods of participation which permit members of the public to observe and address public meetings telephonically and/or electronically. These methods of participation can be accessed through the internet link provided at the top of this agenda.

In addition to the above referenced methods of 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 public meeting. Email headers should refer to the Board 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 Board 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 the Board meetings can be made available in appropriate alternative format upon request.

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
June 18, 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.

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

Directors Present at District Headquarters:	Raul Avila, President Thibault Robert, Vice President Reddy Pakala, Secretary Scott Quady, Director
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Director Participating via Videoconference:	Jacquelyn McMillan, Treasurer
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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 Tricia Ferguson, Manager of Human Resources and Risk Management Jennifer Lancaster, Manager of Water Resources James Mojica, IT Specialist Wes Richardson, Manager of Information Technology Dan Smith, Manager of Finance Jenyffer Vasquez, Principal Water Resources Specialist Kara Wade, Clerk of the Board
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Staff Participating via Videoconference:	Ebe Guerrero, General Services Supervisor Kayde Maddox, Senior Administrative Assistant Juan Magaña, Facilities Coordinator 2 Steve Sabbe, IT Specialist
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Legal Counsel Present at District Headquarters:	Walter Wendelstein, Wendelstein Law Group, PC, District Counsel
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2. PUBLIC COMMENTS

None

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

None

4. REVIEW OF THE AGENDA

No changes to the agenda

5. PRESENTATIONS

None

6. CONSENT CALENDAR

- A. Approve the Minutes of the June 4, 2025 Board Meeting
- B. Approve Professional Services to Be Performed in Fiscal Year 2025-26 on Contracts Without a Fixed Scope and Fee
- C. Award a Contract to Falcon Fuels for an Amount Not to Exceed \$220,000 for the Period of July 1, 2025 Through June 30, 2026 for Provision of Gasoline and Diesel Fuel Pursuant to a California Department of General Services Fuel Contract
- D. Receive and Affirm the Report on District Staffing Vacancies Pursuant to Assembly Bill 2561
- E. Adopt Resolution No. 2112, Awarding the Construction Contract for Lindero Pump Station Rehabilitation (Project No. 592) and Approve Professional Services by Northern Digital, Inc. in the amount of \$554,000 to Perform PLC, OIT, and SCADA Development Services for Lindero Pump Station Rehabilitation (Project No. 592)
- F. Adopt Resolution No. 2108, Approving the Contract Documents and Calling for Bids for As-Needed Pipeline Services
- G. Approve Capital Project Budget Allocation in the Amount of \$340,000 and Approve Professional Services by MKN & Associates in the Amount of \$214,067 to Perform

Design Phase Engineering Services for the Fairview Well Rehabilitation (Project No. 589)

- H. Award Contract in the Amount of \$250,000 to West Coast Arborist, Inc. to Perform As-Needed Tree Trimming and Removal Services

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

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

NOES: None

ABSTAIN: Director Avila (Item 6.A)

7. ACTION ITEMS

- A. Public Hearing and Discussion Regarding Adoption of Proposed Resolution No. 2109, Establishing Rates, Rules, and Regulations for Water Service; Resolution No. 2110, Establishing Rates for Discharge to the Salinity Management Pipeline; and Resolution No. 2111, Adjusting Fees for Annexation to the District

At 4:26 p.m., President Avila opened the Public Hearing. There was public comment by Director Nelson from Camrosa Water District. He thanked the Board and staff for working hard to keep rates down. He said that he appreciated the General Manager and Deputy General Manager speaking at Leisure Village, a retirement community located within Camrosa's and Calleguas's service area in Camarillo. At 4:29 p.m., President Avila closed the Public Hearing.

RESOLUTION NO. 2109

A RESOLUTION PURSUANT TO ORDINANCE NO. 12
ESTABLISHING RATES, RULES, AND REGULATIONS
FOR WATER SERVICE TO AGENCIES WITHIN THE
CALLEGUAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 2110

A RESOLUTION PURSUANT TO ORDINANCE NO. 19
ESTABLISHING RATES FOR DISCHARGE TO THE
SALINITY MANAGEMENT PIPELINE

RESOLUTION NO. 2111

A RESOLUTION ADJUSTING THE FEE FOR ANNEXATION TO THE DISTRICT

On a motion by Director Pakala, seconded by Director McMillan, the Board of Directors voted 5-0 to approve Resolution No. 2109, Establishing Rates, Rules, and Regulations for Water Service; Resolution No. 2110, Establishing Rates for Discharge to the Salinity Management Pipeline; and Resolution No. 2111, Adjusting Fees for Annexation to the District. Resolution Nos. 2109, 2110, and 2111 are attached and made part of these minutes.

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

NOES: None

B. Discussion Regarding Fiscal Year 2025-26 Budget, Including Updated Salary Schedule and Organization Chart with New and Reclassified Positions

On a motion by Director Quady, seconded by Director Robert, the Board of Directors voted 5-0 to approve the Fiscal Year 2025-26 Budget, Including Updated Salary Schedule and Organization Chart with New and Reclassified Positions.

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

NOES: None

8. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. May 2025 Water Use and Sales, April 2025 Power Generation, and May 2025 Investment Summary Reports – Dan Smith, Manager of Finance

The Manager of Finance presented the report.

2. Water Career Video Series – Jenyffer Vasquez, Principal Water Resources Specialist

The Principal Water Resources Specialist presented the Water Career Video Series. She thanked Cesar Romero, Senior Project Manager; James Mojica, IT Specialist 3; Kayde Maddox, Senior Administrative Assistant; and Jerrad Uribe, System Maintenance Crew Leader for participating.

3. System Operation without SCADA – Omar Castro, Manager of Operations & Maintenance

The Manager of Operations & Maintenance presented the report.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

General Counsel said that he recently assisted Operations & Maintenance staff with bid issues, Engineering staff on contractor claim issues, and Human Resources and Risk Management staff on consultant agreements.

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 said that he attended an ACWA Executive Board Meeting on June 5 and 6 as the alternate to the Vice Chair. ACWA is recruiting for a new Executive Director, with the goal of having them start in September. ACWA has created a Strategic Plan dashboard to show progress toward their strategic plan goals. He said that Karla Nemeth, Director of the California Department of Water Resources, presented on State Water Project issues and legislative proposals to streamline approvals for the Delta Conveyance Project while maintaining opportunities for public engagement.

- b. Report of ACWA Joint Powers Insurance Authority Representative

No report.

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

Director Robert said he attended the AWA Water Issues meeting on June 17 which focused on seawater intrusion.

- d. Report of Fox Canyon Groundwater Management Agency Representative

Director Pakala attended the FCGMA Special Board meeting on June 13 remotely. They discussed the potential for Board Members to receive compensation for attending meetings. The Board directed FCGMA staff to investigate the matter further and report back.

- e. Report of Metropolitan Water District Director

Director McMillan provided a written report on the Metropolitan meetings she attended from June 5 to June 18. Director McMillan noted that, on June 10-12, she attended a Feather River Tour with Chair Ortega to meet with ranchers and growers regarding the Delta. The goal is to seek common ground and develop partnerships. She has submitted all necessary documents for the Region 8 ACWA Board Member position representing Metropolitan. Director McMillan's report is attached and made part of the approved minutes on file with the District.

- f. Report of Ventura LAFCo Commissioner

Director Avila said that LAFCo provided a support letter for the legislative proposal to streamline approvals for the Delta Conveyance Project.

- 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 highlighted a few items:

- June 26 – Calleguas Purveyor Meeting will not be at Calleguas's headquarters. It will be at Camrosa Granular Activated Carbon Treatment Plant in the Santa Rosa Valley and Thousand Oaks Hill Canyon Water Treatment Plant.
- July 9 – The Calleguas-LVMWD Interconnection joint Board tour will be re-scheduled.
- November 7 to 9 – Director Avila was selected to join Director McMillan on the Metropolitan State Water Project Inspection Tour.

9. REQUEST FOR FUTURE AGENDA ITEMS

None

10. BOARD COMMENTS

None

11. INFORMATION ITEMS

- A. Support Letter to President Pro Tempore McGuire and Speaker Rivas RE: Delta Conveyance Project Streamlining Trailer Bill – May 29, 2025
- B. Support Letter to Senator Limón RE: Delta Conveyance Project Trailer Bill Support and June 11 Meeting Request – May 30, 2025
- C. Support Letter to Assemblymember Bennett RE: Delta Conveyance Project Trailer Bill Support and June 11 Meeting Request – May 30, 2025
- D. Support Letter to Assemblymember Irwin RE: Delta Conveyance Project Streamlining Trailer Bill – May 30, 2025

- E. Support Letter to Senator Henry Stern RE: Delta Conveyance Project Streamlining Trailer Bill – May 30, 2025
- F. Coalition Support Letter to President Pro Tempore McGuire and Speaker Rivas RE: Delta Conveyance Project Streamlining Trailer Bill – June 3, 2025
- G. Support Letter RE: Authorization Of Advocacy Approach for the Delta Conveyance Project in Governor’s Proposed Trailer Bill – June 9, 2025
- H. LAFCo Support Letter to Jesse Gabriel RE: Delta Conveyance Project Streamlining Trailer Bill – June 6, 2025
- I. LAFCo Support Letter to Senator Limón RE: Delta Conveyance Project Streamlining Trailer Bill – June 5, 2025
- J. LAFCo Support Letter to Senator Henry Stern RE: Delta Conveyance Project Streamlining Trailer Bill – June 5, 2025
- K. LAFCo Support Letter to Assemblymember Jacqui Irwin RE: Delta Conveyance Project Streamlining Trailer Bill – June 5, 2025
- L. LAFCo Support Letter to Assemblymember Steve Bennett RE: Delta Conveyance Project Streamlining Trailer Bill – June 5, 2025

12. CLOSED SESSION

None

13. ADJOURNMENT

Director Avila declared the meeting adjourned at 5:47 p.m.

Hereby certified,

Reddy Pakala, Board Secretary

RAUL AVILA, PRESIDENT
DIVISION 1

REDDY PAKALA, SECRETARY
DIVISION 3

SCOTT H. QUADY, DIRECTOR
DIVISION 2



THIBAUT ROBERT, VICE PRESIDENT
DIVISION 4

JACQUELYN MCMILLAN, TREASURER
DIVISION 5

KRISTINE MCCAFFREY
GENERAL MANAGER

BOARD MEMORANDUM

Date: July 2, 2025

To: Board of Directors

From: Dan Smith, Manager of Finance

Subject: Item 6.B – Receive and Affirm the Payment Register for the District’s Activities from May 22, 2025 to June 23, 2025

Objective: Report to the Board all payments made by the District by check, Electronic Fund Transfer (EFT), or Automated Clearing House (ACH) payment.

Recommended Action: Receive and Affirm the Payment Register for the District’s Activities from May 22, 2025 to June 23, 2025.

Budget Impact: None. All items were paid in accordance with the budget.

Discussion: Once a month, staff reports to the Board all of the payments made to vendors of the District by check, EFT, or ACH. The current register covers the period from May 22, 2025 to June 23, 2025 for payments totaling \$19,824,681.67.

Attachment:
Payment Register: 05/22/25 – 06/23/25



Payment Register

5/22/2025 - 6/23/25

Payroll Accounts

Payroll Checks/EFT Issued	725,539.79
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Operating Account

Checks Issued:	823,221.30
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Electronic Fund Transfers (EFT) issued:	19,001,460.37
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Total Payments	<u>\$ 19,824,681.67</u>
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Total Checks & Electronic Fund Transfers for 5/22/2025 - 6/23/25	\$ 20,550,221.46
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Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
ACTenviro	27199	06/11/2025	638899	Hazardous Waste Disposal	4,139.78		
				Check# 27199 Total	4,139.78		
ACWA/Joint Powers Insurance	27153	06/04/2025	705841	2025-06 Dental/Vision	10,425.69		
				Check# 27153 Total	10,425.69		
Aflac	27154	06/04/2025	023409	2025-06 EE Paid Ins	258.49		
				Check# 27154 Total	258.49		
Airgas Specialty Products	27221	06/18/2025	9161616011	Water Treatment / Ammonia Hydroxide	4,793.29		
				Check# 27221 Total	4,793.29		
All Connected	27222	06/18/2025	109887	SupportConnect - Jun 2025	17,571.20		
			109909	Disaster Recovery Services - Jun 2025	8,888.90		
			44276	SSL Wildcard Renewal 06/25-06/26	320.00		
				Check# 27222 Total	26,780.10		
All Pro Fire Protection	27223	06/18/2025	3459	Annual Fire Extinguisher Training	500.00		
			3460	Annual Fire Extinguisher Service	2,398.00		
			3461	Fire Extinguishers	1,729.48		
				Check# 27223 Total	4,627.48		
Alternative Hose, Inc.	27155	06/04/2025	6115578	Hoses	37.90		
				Check# 27155 Total	37.90		
Amazon Capital Services, Inc.	27224	06/18/2025	13JX-CV6Y-PVVP	Control Tools	1,721.68		
			1DR1-N16J-L76N	Control Supplies	73.58		
			1KY1-HPDK-PHTL	Sys. Maint. Supplies	343.10		
			1NKJ-KV7T-MJPV	Lab Supplies	60.71		
			1NVL-TRJM-QJJH	IT Supplies	39.11		
			1VLY-3YCW-M391	Eng. Supplies - Credit	(45.77)		
			1VLY-3YCW-R3MW	Control Supplies - Credit	(113.27)		
			1VPG-LP6P-J6KN	General Services Supplies	32.00		
			1W7N-XHN3-M9XC	O&M Supplies	141.89		
				Check# 27224 Total	2,253.03		

Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
American Water Works Association	27200	06/11/2025	SO235098A	AWWA Membership Renewal 25-26 Castro #39703	525.00		
				Check# 27200 Total	525.00		
Aquatic Bioassay	27225	06/18/2025	CMW0625.0400	Lab Services	1,045.00		
				Check# 27225 Total	1,045.00		
AT&T	27147	05/28/2025	284857073-0525	Signal Channels	117.70		
				Check# 27147 Total	117.70		
	27157	06/04/2025	7713182018	Signal Channels	155.20		
				Check# 27157 Total	155.20		
Automationdirect.com, Inc.	27158	06/04/2025	17890809	Panel Meter Display	334.62		
				Check# 27158 Total	334.62		
B & R Fabrication	27159	06/04/2025	25-085	Wash Water Repair	2,800.00		
				Check# 27159 Total	2,800.00		
Beamex	27160	06/04/2025	3170724	Annual Calibration MC6 and EXT60	2,217.00		
				Check# 27160 Total	2,217.00		
Brucar Locksmith	27161	06/04/2025	LYZQQO	Lock Service	75.00		
				Check# 27161 Total	75.00		
Burlington Safety Laboratory	27219	06/11/2025	100327	Glove Testing	1,029.70		
				Check# 27219 Total	1,029.70		
C & M Auto Truck Electric	27272	06/18/2025	060425 Service	Service Unit 82	827.77		
			060525 Service	Service Unit 83	827.77		
				Check# 27272 Total	1,655.54		
C.A. Short Company	27201	06/11/2025	PI0000108848	Service Award	958.06		
				Check# 27201 Total	958.06		
Carlson & Sons Building Materials	27226	06/18/2025	290246	PPE	186.08		
				Check# 27226 Total	186.08		
Carus LLC	27148	05/28/2025	SLS 10120724	Carulite 200 (Ozone Media)	11,001.80		
				Check# 27148 Total	11,001.80		

Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Casavan Consulting	27202	06/11/2025	2025-0405	LBWFP SPCC Amendment	1,650.00		
				Check# 27202 Total	1,650.00		
Casitas Municipal Water District	27162	06/04/2025	5C	Prop 1, Round 2, Invoice 5C	119,739.67		
				Check# 27162 Total	119,739.67		
Central Coast Tank Testing, Inc.	27227	06/18/2025	2033	Vapor Recovery System Testing	1,039.28		
				Check# 27227 Total	1,039.28		
Chapman and Cutler LLP	27163	06/04/2025	2160627	2008A LOC - Wells Fargo Legal Fees	15,000.00		
				Check# 27163 Total	15,000.00		
Citi Cards	27203	06/11/2025	0330-0525	Credit Card Charges - Clerk of the Board	9,328.63		
				Check# 27203 Total	9,328.63		
City of Camarillo	27228	06/18/2025	37951-54676-0625	Utilities	74.30		
				Check# 27228 Total	74.30		
City of Oxnard	27204	06/11/2025	MET 101-1	Cons. Credit Oxnard Fix-A-Leak Month	8,125.00		
				Check# 27204 Total	8,125.00		
City of Thousand Oaks	27229	06/18/2025	48326-46726-0625	Utilities	493.92		
				Check# 27229 Total	493.92		
	27230	06/18/2025	48326-50840-0625	Utilities	52.92		
				Check# 27230 Total	52.92		
Coastal County Construction Inc.	27205	06/11/2025	113	House 2 Repairs	30,210.00		
				Check# 27205 Total	30,210.00		
Coastal Pipco	27164	06/04/2025	S2294531.001	Chemical Bldg.Supplies	13.32		
				Check# 27164 Total	13.32		
Cole-Parmer Instrument Company	27165	06/04/2025	3998107	Lab Supplies	125.94		
				Check# 27165 Total	125.94		
Colonial Life & Accident Ins	27166	06/04/2025	7189616-0513298	2025-06 EE Paid Ins	1,360.46		
				Check# 27166 Total	1,360.46		

Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
ConnectWise, LLC	27206	06/11/2025	INV01393558	Perch - IT Security Service - Jun 2025	1,638.56		
				Check# 27206 Total	1,638.56		
Consolidated Electrical Distributors/Royal Ind Sol	27167	06/04/2025	9009-1058360	Shop Security Lighting	2,854.27		
				Check# 27167 Total	2,854.27		
	27231	06/18/2025	9009-1058539	Electrical Supplies	3,021.13		
			9009-1058552	Electrical Supplies	3,447.57		
			9009-1059130	Electrical Supplies	657.15		
				Check# 27231 Total	7,125.85		
Core & Main LP	27168	06/04/2025	INV0017372	Oil	428.98		
				Check# 27168 Total	428.98		
D&H Water Systems	27207	06/11/2025	I2025-0757	WF Annual Halogen Valve Certification	2,955.99		
				Check# 27207 Total	2,955.99		
Daniel's Tire Service	27232	06/18/2025	250143587	Tires	1,267.78		
				Check# 27232 Total	1,267.78		
DCH Ford of Thousand Oaks	27169	06/04/2025	916664	Service Unit 52	575.23		
			916904	Service Unit 8	572.91		
				Check# 27169 Total	1,148.14		
	27233	06/18/2025	917487	Service Unit 54	156.40		
			917586	Service Unit 64	130.62		
			917714	Service Unit 55	491.84		
				Check# 27233 Total	778.86		
Dunn-Edwards Corporation	27234	06/18/2025	2057A42278	Paint	32.12		
			2057A42282	Paint	6.75		
				Check# 27234 Total	38.87		
Elegant Gardens Nursery, Inc.	27235	06/18/2025	86732	Landscaping Materials	501.93		
			86778	Landscaping Materials	501.93		
				Check# 27235 Total	1,003.86		

Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Falcon Fuels	27236	06/18/2025	84280	Fuel - Unleaded	6,535.47		
			84722	Fuel - Unleaded	1,834.52		
			Check# 27236 Total		8,369.99		
Federal Express	27149	05/28/2025	8-855-81549	Express Shipping	853.65		
					853.65		
	27170	06/04/2025	8-871-22116	Express Shipping	485.53		
				Check# 27170 Total	485.53		
Fence Factory Rentals	27171	06/04/2025	665576	Restroom Rental	133.10		
					133.10		
				Check# 27171 Total	133.10		
Ferguson Enterprises, Inc. #1040	27273	06/18/2025	5254409	Limitorque Electric Actuator Repair	10,021.28		
					10,021.28		
				Check# 27273 Total	10,021.28		
Fisher Scientific	27172	06/04/2025	1046986	Lab Supplies	977.85		
			1143546	Lab Supplies	590.85		
				Check# 27172 Total	1,568.70		
	27208	06/11/2025	1396264	Lab Supplies	104.82		
					104.82		
				Check# 27208 Total	104.82		
	27237	06/18/2025	1336009	Lab Supplies	386.24		
					386.24		
				Check# 27237 Total	386.24		
Fluid Components International LLC	27238	06/18/2025	1166083	Ozone Generator Flow Transmitter	6,639.39		
					6,639.39		
				Check# 27238 Total	6,639.39		
Franchise Tax Board	27173	06/04/2025	886463872-0525B	#886463872-05/31/25	25.00		
					25.00		
				Check# 27173 Total	25.00		
	27239	06/18/2025	886463872-0625A	#886463872-06/15/25	25.00		
					25.00		
				Check# 27239 Total	25.00		
Frontier	27150	05/28/2025	2131743676-0625	Signal Channels	70.88		
					70.88		
				Check# 27150 Total	70.88		
	27174	06/04/2025	8051970322-0625	Signal Channels	272.00		
					272.00		
				Check# 27174 Total	272.00		

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Frontier (continued)	27240	06/18/2025	2091883352-0625	Signal Channels	329.51		
			4241537402-0625	Signal Channels	152.88		
			8051970536-0625	Signal Channels	380.00		
				Check# 27240 Total	862.39		
GI Industries	27175	06/04/2025	2201791-0283-9	Waste Removal & Recycle	1,779.30		
				Check# 27175 Total	1,779.30		
	27209	06/11/2025	2201915-0283-4	Waste Removal - Recycle	271.88		
			2202024-0283-4	Waste Removal - Recycle	798.24		
				Check# 27209 Total	1,070.12		
Glendale Adventist	27241	06/18/2025	82177	Annual Hearing Exams	1,640.00		
					1,640.00		
				Check# 27241 Total	1,640.00		
Home Depot Credit Services	27242	06/18/2025	8086-0525	Credit Card Charges - O&M	3,743.93		
					3,743.93		
				Check# 27242 Total	3,743.93		
Indian Springs Mfg Co Inc	27176	06/04/2025	25200515	GCDF & LBWFP Parts for Inventory	8,595.83		
					8,595.83		
				Check# 27176 Total	8,595.83		
JCI Jones Chemicals, Inc.	27220	06/11/2025	968677	Wellfield Chlorine	2,974.15		
					2,974.15		
				Check# 27220 Total	2,974.15		
JPW Communications, Inc	27271	06/18/2025	3641	Service Area Map & Timeline Graphic Design Services	3,002.50		
					3,002.50		
				Check# 27271 Total	3,002.50		
Konecranes, Inc.	27210	06/11/2025	155167993	Conejo Standby Generator Crane Repair	3,191.39		
					3,191.39		
				Check# 27210 Total	3,191.39		
Leadership Development Network	27243	06/18/2025	05312025	DiSC Workshops	8,880.00		
					8,880.00		
				Check# 27243 Total	8,880.00		
Leah Hoholick	27274	06/18/2025	Invoice 1	Imported Water Animated Video	1,750.00		
					1,750.00		
				Check# 27274 Total	1,750.00		
Lister Rents, Inc.	27244	06/18/2025	174293.1.5	Concrete	949.71		
			174620.1.1	Propane	139.96		
				Check# 27244 Total	1,089.67		

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Mc Master-Carr Supply Company	27177	06/04/2025	46079637	LBWFP Supplies	140.83		
	Check# 27177 Total				140.83		
	27245	06/18/2025	46839318	Sys. Maint. Supplies	102.79		
	Check# 27245 Total				102.79		
Meyers Nave, A Professional Corp	27246	06/18/2025	224421	Legal Services	1,807.50		
			225258	Legal Services	2,295.00		
			225710	Legal Services	1,337.50		
			226313	Legal Services	105.00		
	Check# 27246 Total				5,545.00		
Napa Auto Parts	27178	06/04/2025	907368	Car Wash Supplies	110.42		
	Check# 27178 Total				110.42		
	27247	06/18/2025	908062	Vehicle Supplies	255.58		
			908419	Vehicle Supplies - Credit	(19.31)		
			909677	Battery Unit 46	152.70		
	Check# 27247 Total				388.97		
Newark	27151	05/28/2025	37938766	Electrical Supplies	829.67		
			37941687	Electrical Supplies	171.30		
	Check# 27151 Total				1,000.97		
	27179	06/04/2025	37947447	Electrical Supplies	8.79		
	Check# 27179 Total				8.79		
	27248	06/18/2025	37973729	Electrical Supplies	33.25		
	Check# 27248 Total				33.25		
Orkin Pest Control	27180	06/04/2025	284582238	Pest Control	225.00		
	Check# 27180 Total				225.00		
	27249	06/18/2025	284582182	Pest Control	319.00		
	Check# 27249 Total				319.00		
Ovivo USA, LLC	27181	06/04/2025	8489772	Wash Water Basins Trac-Vac	18,695.11		
	Check# 27181 Total				18,695.11		
Power Machinery Center	27197	06/04/2025	W95528	Forklift Maint.	201.49		
				Check# 27197 Total	201.49		

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PR Electronics, Inc.	27182	06/04/2025	56762	PS Transmitter	1,980.99		
				Check# 27182 Total	1,980.99		
Printing Connection	27211	06/11/2025	73036	Business Cards - Pakala/Robert	218.88		
				Check# 27211 Total	218.88		
Quinn Company	27212	06/11/2025	WON10024681	Annual Generator Maintenance	1,754.38		
			WON10024688	Annual Generator Maintenance	2,362.68		
			WON10024689	Annual Generator Maintenance	4,045.31		
			WON10024693	Annual Generator Maintenance	4,957.37		
			WON10024694	Annual Generator Maintenance	4,957.37		
			WON10024706	Annual Generator Maintenance	2,322.31		
			WON10024707	Annual Generator Maintenance	4,493.78		
			WON10024711	Annual Generator Maintenance	4,493.78		
			WON10024724	Annual Generator Maintenance	4,934.58		
				Check# 27212 Total	34,321.56		
	27250	06/18/2025	WON10024739	Annual Generator Maintenance	4,934.58		
			WON10024740	Annual Generator Maintenance	4,934.58		
			WON10024766	Annual Generator Maintenance	2,262.65		
				Check# 27250 Total	12,131.81		
R Truck & Trailer Repair	27183	06/04/2025	CMWD250520	Service Boom Lift	315.00		
				Check# 27183 Total	315.00		
R.P. Barricade, Inc.	27198	06/04/2025	66206	Traffic Supplies	130.97		
				Check# 27198 Total	130.97		
Safety Unlimited, Inc.	27251	06/18/2025	CMWD053125	Hazwoper Training	69.90		
				Check# 27251 Total	69.90		
Shaver Automotive Group	27252	06/18/2025	JEC532306	Service Unit 12	196.28		
			JEC532364	Service Unit 12	4,125.00		
			JEC532446	Service Unit 8	793.68		
				Check# 27252 Total	5,114.96		

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Shred-It	27213	06/11/2025	8011015978	Shredding Services - May 2025	137.79		
				Check# 27213 Total	137.79		
Simi Valley Chevrolet	27253	06/18/2025	16117727	Service Unit 67	95.92		
				Check# 27253 Total	95.92		
Simi Valley Wholesale Electric	27184	06/04/2025	138626	Electrical Supplies	8.04		
			139083	Electrical Supplies	48.26		
			139226	Electrical Supplies	41.17		
				Check# 27184 Total	97.47		
Southern California Edison	27185	06/04/2025	6000015092670525	Utilities	9,963.96		
			7003153544210525	Utilities	109.39		
			7003154081730525	Utilities	111.19		
			7007125735620525	Pumping Power Cost	4,109.17		
			7008980270540525	Utilities	67.77		
			7008982068090625	Utilities	1,201.96		
				Check# 27185 Total	15,563.44		
	27254	06/18/2025	7003460257200625	Pumping Power Cost	68,131.15		
			7005542693600625	WF Pumping Power	28,698.01		
			7005544657840625	WF Pumping Power	41,395.88		
			7007125735620625	Pumping Power Cost	232.30		
			7007879066910625	Pumping Power Cost	62,217.79		
			7009108950150625	Utilities	9.63		
				Check# 27254 Total	200,684.76		
Southern California Water Coalition	27186	06/04/2025	2028	Quarterly Lunch Sponsorship - 7/18/25	2,500.00		
				Check# 27186 Total	2,500.00		
Standard Insurance Company	27187	06/04/2025	0017126900010625	2025-06 EE Paid Ins	7,877.98		
				Check# 27187 Total	7,877.98		
Stevens Trucking, LLC	27188	06/04/2025	3606	Equipment Transport	635.25		
				Check# 27188 Total	635.25		
	27214	06/11/2025	3635	Equipment Transport	635.25		
				Check# 27214 Total	635.25		

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Sustainable Mitigation	27189	06/04/2025	1422	Weed Abatement & Fire Notices	6,815.74		
	Check# 27189 Total				6,815.74		
	27255	06/18/2025	1425	Weed Abatement & Fire Notices	5,435.34		
			1428	Weed Abatement & Fire Notices	5,435.34		
			1430	Weed Abatement & Fire Notices	9,056.23		
	Check# 27255 Total				19,926.91		
Tony's Tires	27190	06/04/2025	51486	Tire Repair Unit 17	40.00		
	Check# 27190 Total				40.00		
	27256	06/18/2025	51880	Tire Repair Unit 73	25.00		
			51918	Tire Repair Unit 60	35.00		
			51953	Tires Unit 30	915.10		
	Check# 27256 Total				975.10		
Trademark Hoist & Crane	27191	06/04/2025	TM37060	Crane Inspection	2,271.63		
	Check# 27191 Total				2,271.63		
Tripac Fasteners	27257	06/18/2025	5826937	Wash Water Supplies	966.42		
			5827216	Wash Water Supplies	631.78		
	Check# 27257 Total				1,598.20		
Uline Inc.	27192	06/04/2025	192970782	Sys. Maint Office Supplies	117.74		
	Check# 27192 Total				117.74		
	27215	06/11/2025	193151257	Lab Supplies	152.80		
	Check# 27215 Total				152.80		
	27258	06/18/2025	193447127	Lab Supplies	17.33		
	Check# 27258 Total				17.33		
Underground Service Alert	27259	06/18/2025	24-253842	Digalert Fees	93.00		
			520250170	DigAlert Services	158.00		
	Check# 27259 Total				251.00		
United Water Conservation District	27193	06/04/2025	5C	Prop 1, Round 2, Invoice 5C	8,486.14		
			6C	Prop 1, Round 2, Inv 6C	2,352.93		
	Check# 27193 Total				10,839.07		
Univar Solutions USA	27152	05/28/2025	53014020	LBWFP Caustic Soda	5,345.52		
	Check# 27152 Total				5,345.52		

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Univar Solutions USA (continued)	27260	06/18/2025	53065705	LBWFP Ferric Chloride	11,627.44		
				Check# 27260 Total	11,627.44		
University of California Santa Barbara	27194	06/04/2025	5C 6C	Prop 1, Round 2, Invoice 5C Prop 1, Round 2, Inv 6C	41,328.71 42,414.34		
				Check# 27194 Total	83,743.05		
Ventura County Sheriff's Office	27195	06/04/2025	4811265-0525B	#56-2016-004811265-05/35/25	50.00		
				Check# 27195 Total	50.00		
	27261	06/18/2025	4811265-0625A	#56-2016-004811265-06/15/25	50.00		
				Check# 27261 Total	50.00		
Ventura County Special Districts Association	27196	06/04/2025	06/03/25	VCSDA Meeting 06/03/25	70.00		
				Check# 27196 Total	70.00		
Ventura Steel, Inc.	27216	06/11/2025	320013	Steel	148.01		
				Check# 27216 Total	148.01		
WageWorks	27217	06/11/2025	INV7862730	2025-05 Admin Fees	220.00		
				Check# 27217 Total	220.00		
Wells Fargo Business Card	27262	06/18/2025	0544-0525	Credit Card Charges - Deputy GM	893.61		
				Check# 27262 Total	893.61		
	27263	06/18/2025	1210-0525	Credit Card Charges - HRRM	1,633.70		
				Check# 27263 Total	1,633.70		
	27264	06/18/2025	2101-0525	Credit Card Charges - IT	1,394.98		
				Check# 27264 Total	1,394.98		
	27265	06/18/2025	4919-0525	Credit Card Charges - Ex. Affairs	1,673.27		
				Check# 27265 Total	1,673.27		
	27266	06/18/2025	6574-0525	Credit Card Charges - O&M	7,644.25		
				Check# 27266 Total	7,644.25		
	27267	06/18/2025	6787-0525	Credit Card Charges - GM	661.86		
				Check# 27267 Total	661.86		

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Wells Fargo Business Card (continued)	27268	06/18/2025	7876-0525	Credit Card Charges - O&M	89.18		
					Check# 27268 Total	89.18	
	27269	06/18/2025	4124-0525	Credit Card Charges - Water Res.	5,499.10		
				Check# 27269 Total	5,499.10		
Westlake Ace Hardware	27270	06/18/2025	70224284	Vehicle Supplies	14.99		
					Check# 27270 Total	14.99	
Wildwood Boots	27218	06/11/2025	255	Safety Shoes	767.35		
					Check# 27218 Total	767.35	
Check Total					823,221.30		
A and B Electric Company, Inc.	3257	06/18/2025	96894	Meetings & Trainings	7,172.00		
			96895	Inspection & Consulting Services	19,545.40	587	Lake Bard Pump Station
			96896	Inspection & Consulting Services	3,276.00	591	Lake Sherwood Pump Station Rehabilitation
			96897	Inspection & Consulting Services	930.00	592	Lindero Pump Station Rehabilitation
			96898	Inspection & Consulting Services	310.00	620	Network Center Relo & Admin Storage Improvements
					EFT# 3257 Total	31,233.40	
Advanced Sanitation	3223	06/04/2025	16288	Septic Services	575.00		
					EFT# 3223 Total	575.00	
	3239	06/11/2025	16321	Septic Services	575.00		
				EFT# 3239 Total	575.00		
Aspen Environmental Group	3240	06/11/2025	3595.002-15	Environmental Svs. - Annexation GIS Support	457.50		
			3595.003-03	Environmental Svs. - On-Call Support	257.50		
			3595.004-07	Environmental Svs. - Web Map Development	457.50		
					EFT# 3240 Total	1,172.50	
Best Best Krieger, LLP	3241	06/11/2025	1029290	Legal Services	42,601.00		
			1029291	Legal Services	11,465.88		
					EFT# 3241 Total	54,066.88	

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Bondy Groundwater Consulting, Inc.	3242	06/11/2025	104-11	Groundwater Consulting	2,079.38		
				EFT# 3242 Total	2,079.38		
BPS Supply Group	3258	06/18/2025	S3222145.001	Solenoids	1,063.54		
			S3227165.001	Dist. Supplies	375.38		
				EFT# 3258 Total	1,438.92		
Employment Development Department (EDD)	3215	05/23/2025	2025-05-22	2025-05-22 Payroll Taxes	3.92		
				EFT# 3215 Total	3.92		
	3234	06/02/2025	2025-05-31	2025-05-31 Payroll Taxes	26,276.78		
				EFT# 3234 Total	26,276.78		
	3253	06/13/2025	2025-06-15	2025-06-15 Payroll Taxes	26,186.97		
				EFT# 3253 Total	26,186.97		
Famcon Pipe and Supply	3224	06/04/2025	S100149006.002	Valves	1,573.36		
				EFT# 3224 Total	1,573.36		
Fgl Environmental	3225	06/04/2025	502462A	Lab Services	609.00		
			502465A	Lab Services	2,532.00		
			502468A	Lab Services	2,497.00		
			502469A	Lab Services	2,451.00		
			506460A	Lab Services	790.00		
			507312A	Lab Services	268.00		
			507423A	Lab Services	68.00		
				EFT# 3225 Total	9,215.00		
	3243	06/11/2025	507426A	Lab Services	790.00		
			508287A	Lab Services	268.00		
			508380A	Lab Services	68.00		
			508618A	Lab Services	260.00		
				EFT# 3243 Total	1,386.00		
Garden Acres Mutual Water Company	3226	06/04/2025	5C	Prop 1, Round 2, Invoice 5C	22,500.00		
			6C	Prop 1, Round 2, Inv 6C	4,500.00		
				EFT# 3226 Total	27,000.00		
Geotab USA, Inc.	3259	06/18/2025	IN434250	Vehicle GPS Service	1,091.98		
				EFT# 3259 Total	1,091.98		

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Grainger	3227	06/04/2025	9509726551	Lab Supplies	154.81			
			9510306419	Lab Supplies	514.85			
			9514280305	Outfall Supplies	28.34			
			9514375964	Dist. Supplies	347.24			
			9517264983	Sys. Maint. Supplies	110.21			
					EFT# 3227 Total	1,155.45		
	3244	06/11/2025	9526344578	Filter Bldg. Supplies	1,768.72			
					EFT# 3244 Total	1,768.72		
	3260	06/18/2025	9520685950	Sys. Maint. Supplies	46.81			
				9522004135	Dist. Supplies	253.86		
				9522639450	Vehicle Supplies	49.40		
				9527017678	GPS Supplies	232.92		
				9527541081	Control Room Supplies	17.92		
				9527541099	Sys. Maint. Supplies	142.09		
				9529402639	Sys. Maint. Supplies	32.21		
				9529565054	Filters	226.29		
				9530838714	Safety Supplies	65.78		
				9531019777	Chemical Bldg. Supplies	791.35		
				9532609782	Sys. Maint. Supplies	184.30		
				9533408390	Vehicle Supplies	22.45		
				9533408408	Sys. Maint. Supplies	10.47		
				9534147724	O&M Supplies	118.46		
				9535115027	Vehicle Supplies	68.53		
				9535602800	Chemical Bldg. Supplies	118.46		
				9536112262	Sys. Maint. Supplies	77.22		
				9537691629	Dist. Supplies	1,405.11		
					EFT# 3260 Total	3,863.63		
Hach Company	3228	06/04/2025	14506095	Lab Supplies	2,523.18			
					EFT# 3228 Total	2,523.18		
	3245	06/11/2025	14505214	System Analyzers	5,216.48			
				EFT# 3245 Total	5,216.48			
ICMA	3235	06/05/2025	304070-457-0525B	2025-05-31 Def Comp	17,588.29			
					EFT# 3235 Total	17,588.29		
	3236	06/05/2025	803371-414-0525B	2025-05-31 RHS Plan	10,841.74			
				EFT# 3236 Total	10,841.74			
	3252	06/17/2025	304070-457-0625A	2025-06-15 Def Comp	22,204.29			

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					EFT# 3252 Total		22,204.29
ICMA (continued)	3254	06/17/2025	803371-414-0625A	2025-06-15 RHS Plan	10,841.74		
					EFT# 3254 Total		10,841.74
Internal Revenue Service (IRS)	3216	05/23/2025	2025-05-22	2025-05-22 Payroll Taxes	117.93		
					EFT# 3216 Total		117.93
	3237	06/02/2025	2025-05-31	2025-05-31 Payroll Taxes	147,903.51		
					EFT# 3237 Total		147,903.51
	3255	06/13/2025	2025-06-15	2025-06-15 Payroll Taxes	146,915.94		
					EFT# 3255 Total		146,915.94
Kennedy Jenks Consultants	3261	06/18/2025	180531	Prop 1 Round 1 IRWM Grant Admin - May 2025	5,828.75		
			180532	Prop 1 Round 2 IRWM Grant Admin - May 2025	4,417.50		
					EFT# 3261 Total		10,246.25
Metropolitan Water District	3136	05/30/2025	11792	Water Payment - Mar 2025	7,352,266.92		
					EFT# 3136 Total		7,352,266.92
Mission Uniform Service	3229	06/04/2025	523896032	Mat/Towel Service	113.05		
					EFT# 3229 Total		113.05
	3246	06/11/2025	523987836	Mat/Towel Service	101.80		
					EFT# 3246 Total		101.80
	3262	06/18/2025	523938958	Mat/Towel Service	155.96		
			524021282	Mat/Towel Service	163.46		
					EFT# 3262 Total		319.42
Northern Digital, Inc.	3247	06/11/2025	58401	System Support	4,255.00		
			58406	Turnout Automation Upgrade	4,440.00		
					EFT# 3247 Total		8,695.00
Nyeland Acres Mutual Water Company	3230	06/04/2025	6B	Prop 1, Round 2 Invoice 6B	552.00		
					EFT# 3230 Total		552.00
Pers Health	3238	06/05/2025	17926364	2025-06 Health Premium	200,580.14		
					EFT# 3238 Total		200,580.14
Pers Retirement	3217	06/03/2025	2025-05-1	2025-05-1 Classic Contrib	53,662.98		
					EFT# 3217 Total		53,662.98

Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Pers Retirement (continued)	3218	06/03/2025	2025-05-1P	2025-05-1 PEPRA Contrib	31,947.47		
				EFT# 3218 Total	31,947.47		
R.P. Barricade, Inc.	3263	06/18/2025	66220	PPE	166.80		
				EFT# 3263 Total	166.80		
SatCom Global Inc.	3264	06/18/2025	AI06250053	Satellite Phone	57.21		
				EFT# 3264 Total	57.21		
Secorp Industries	3265	06/18/2025	I0093924	Monthly SCBA Inspection - May 2025	620.00		
				EFT# 3265 Total	620.00		
Spectrum/Charter Communications	3231	06/04/2025	1786555-0525	Signal Channels 8448200291786555	91.24		
				EFT# 3231 Total	91.24		
	3248	06/11/2025	187756501-0625	Signal Channels 187756501	1,050.00		
			245096501-0625	Signal Channels 245096501	84.98		
			249852101-0625	Signal Channels 249852101	84.99		
			250103501-0625	Signal Channels 250103501	84.99		
			250483101-0625	Signal Channels 250483101	84.99		
				EFT# 3248 Total	1,389.95		
U.S. Bank	3219	06/13/2025	13124CEC7-2025	2008 Series A Bond	1,325,000.00		
				EFT# 3219 Total	1,325,000.00		
	3220	06/13/2025	2889685	2016 Series A Bond	2,065,548.96		
				EFT# 3220 Total	2,065,548.96		
	3221	06/13/2025	2895541	2024 Series A Bond	4,430,131.76		
				EFT# 3221 Total	4,430,131.76		
	3222	06/13/2025	2899692	2021 Series A Bond	2,940,094.43		
				EFT# 3222 Total	2,940,094.43		

Payment Register

Payment Date 05/22/25 - 06/23/25

Vendor	Ck#	Pmt Date	Invoice #	Invoice Description	Invoice Amt	Proj #	Project Description
Wendelstein Law Group PC	3249	06/11/2025	W 1247-0525	Legal Services	1,799.50	450	LVMWD-CMWD Interconnection
				Legal Services	518.50	569	Smith Rd. Tank
				Legal Services	21,490.50		
			W 1260-0525	Legal Services	396.50	450	LVMWD-CMWD Interconnection
				Legal Services	854.00	620	Network Center Relo & Admin Storage Improvements
				EFT# 3249 Total		25,059.00	
EFT Total					19,001,460.37		
Grand Total					19,824,681.67		



Payment Register - TMDL 5/22/2025 - 6/23/25

TMDL Operating Cash Account

Total Checks and Electronic Fund Transfers Issued:

\$0.00

Cash in TMDL Bank Account

\$953,881.01

RAUL AVILA, PRESIDENT
DIVISION 1

REDDY PAKALA, SECRETARY
DIVISION 3

SCOTT H. QUADY, DIRECTOR
DIVISION 2



THIBAUT ROBERT, VICE PRESIDENT
DIVISION 4

JACQUELYN MCMILLAN, TREASURER
DIVISION 5

KRISTINE MCCAFFREY
GENERAL MANAGER

BOARD MEMORANDUM

Date: July 2, 2025

To: Board of Directors

From: Omar Castro, Manager of Operations & Maintenance

Subject: Item 6.C - Award Contract in the Amount of \$450,000 to RA Atmore & Sons, Inc. to Perform As-Needed Weed Abatement Services and Approve \$150,000 for Weed Abatement Services to Be Performed in Fiscal Year 2025-26 Without a Fixed Scope and Fee

Objective: Accomplish the mission in a cost-effective manner, deliver reliable service, and ensure safety through as-needed competitively-bid weed abatement services at the District's properties and easements.

Recommended Action: Award contract in the amount of \$450,000 to RA Atmore & Sons, Inc. to perform as-needed weed abatement services and approve \$150,000 for weed abatement services to be performed in Fiscal Year (FY) 2025-26 without a fixed scope and fee.

Budget Impact: \$450,000 over the contract period. Appropriate funding was included in the FY 2025-2026 budget and would be included in future FY budgets.

Discussion: Calleguas uses weed abatement services on an as-needed basis. Four qualified bids were received on June 19, 2025, with RA Atmore & Sons, Inc. as the lowest responsive and responsible bidder. The bid proposal established an hourly rate schedule for labor, equipment, and materials. This contract would be effective for one Fiscal Year (July 1, 2025 through June 30, 2026), with an option to renew annually for up to two additional years. Services will be billed on a time-and-material basis. The required work will be dependent on the District's needs.

RAUL AVILA, PRESIDENT
DIVISION 1

REDDY PAKALA, SECRETARY
DIVISION 3

SCOTT H. QUADY, DIRECTOR
DIVISION 2



THIBAUT ROBERT, VICE PRESIDENT
DIVISION 4

JACQUELYN MCMILLAN, TREASURER
DIVISION 5

KRISTINE MCCAFFREY
GENERAL MANAGER

BOARD MEMORANDUM

Date: July 2, 2025

To: Board of Directors

From: Tricia Ferguson, Manager of Human Resources and Risk Management

Subject: Item 6.D – Adopt Proposed Changes to the District’s Administrative Code

Objective: Update the Administrative Code to incorporate proposed policy changes and other necessary modifications and updates.

Recommended Action: Adopt proposed changes to the District’s Administrative Code.

Budget Impact: None.

Discussion: The purpose of this action is to change the District’s Administrative Code to reflect:

- General
 - Updates to section numbering and terminology.
- Substantive changes:
 - 8.6.1 (c) Annexation Direct Administrative Costs: Added time parameters for District refund of deposits.
 - 10.5 Approval of Invoices: Added a section to describe the invoice approval process and authority of Managers.
 - 10.9 (f) Credit Cards: Revised to assign the System Maintenance Supervisor as the Responsible Employee for home improvement credit card in place of General Services.
 - 10.9 (h) Credit Cards: Added language about consequences for failing to adhere to policies regarding credit card usage.
 - 12.4.1 Employee Classifications and Definitions: Operator definition was revised to use job position titles rather than shift hours.
 - 12.4.2.9 Temporary Promotion: Added language to the temporary promotion qualification clarifying that it applies over three consecutive weeks versus three weeks.

- 12.5.11 District Housing: Added language incorporating the mutual responsibilities of both the District and Employees leasing District housing to concerning living conditions, maintenance, and repairs. Also added an annual property inspection requirement, including a subsequent report to the Board on the inspection findings.

A redline copy of the applicable sections of the Administrative Code is provided in the packet to show proposed changes from the current version.

Attachment:

Administrative Code with proposed changes redlined



Calleguas Municipal Water District Administrative Code

~~January 22~~ July 2, 2025

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Disclaimer: This Administrative Code reflects the action of the Board of Directors of Calleguas Municipal Water District as of the date set forth above and may not reflect the most current actions of the Board. In case of any discrepancy between this version and the official records of Calleguas Municipal Water District, the official records will prevail.

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PART 1 - GENERAL PROVISIONS

1.1 FORMATION AND GENERAL PURPOSE OF THE DISTRICT

Calleguas Municipal Water District (District) was formed on December 10, 1953 under the California Municipal Water District Act of 1911. The general purpose of the District is to provide its service area with a reliable supply of regional and locally developed water.

1.2 TITLE AND PURPOSE OF THE ADMINISTRATIVE CODE

This Administrative Code shall be known as the "CALLEGUAS MUNICIPAL WATER DISTRICT ADMINISTRATIVE CODE" and is sometimes referred to as the "Administrative Code" or the "Code". This Code contains certain operational policies of the District and supersedes and replaces Ordinance No. 13 (which was repealed by the District in 2002) and all previously adopted versions of the Code.

1.3 DEFINITIONS

As used in this Code, unless otherwise specifically provided or the context otherwise requires:

"Auditor" refers to the firm which performs an annual audit of the District's financial statements and internal financial controls.

"Board" refers to the Board of Directors of Calleguas Municipal Water District.

"Board Officers" or **"officers"** refers to the then serving officers appointed by the Board from among the Board members as provided in this Code.

"Deputy General Manager" refers to the then serving Deputy General Manager of the District.

"Director" refers to an elected or appointed member of the Board.

"District" refers to Calleguas Municipal Water District.

"District Counsel" refers to the then serving legal counsel to the Board.

"Employee" refers to a District employee.

"General Manager" refers to the then serving General Manager of the District.

"Metropolitan" or "MWD" refers to The Metropolitan Water District of Southern California.

"Person" refers to any person, firm, or legal entity.

"President" refers to the Director then serving as President of the Board.

"Secretary of the Board" refers to the Director then serving as Secretary of the Board.

"Clerk of the Board" refers to the then serving Clerk of the Board of the District.

"State" shall mean the State of California.

"Treasurer" refers to the Director then serving as Treasurer of the Board.

"Vice President" refers to the Director then serving as Vice President of the Board.

1.4 INTERPRETATION

Wherever these policies and procedures refer to certain provisions of California law, including without limitation certain sections or provisions of the Brown Act, the Water Code, the California Environmental Quality Act (CEQA), and the Government Code, it is understood that the entire applicable law shall govern, and these policies and procedures shall not serve as a substitute for review of the entire applicable law then in effect. If reference is made to any portion of this Code, or to any ordinance or resolution of the District, the reference shall apply to all amendments and additions thereto.

1.5 MAINTENANCE

A copy of this Code shall be distributed to each Director and to such other persons as the General Manager or the Board deems appropriate. At least once every three years, and otherwise as needed as determined by the Board, the General Manager will review this Code and prepare and present revisions to the Board for consideration.

1.6 ACTS BY DEPUTIES

Whenever a power is granted to, or a duty is imposed upon, an officer or Employee of the District, whether by statute, ordinance, resolution, or order of the Board, the power may be exercised, or the duty may be performed by a deputy, assistant, or Employee authorized by such officer or Employee.

1.7 SEVERABILITY

If any part of this Code is, for any reason, held to be invalid or unenforceable, such decisions shall not affect the validity of the remaining portions of this Code.

1.8 AMENDMENT

This Code may be amended, modified, changed or repealed only by action of the Board, in its sole discretion.

1.9 GENDER, TENSES, AND NUMBER

As used in this Code, the present tense includes the past and future tenses, and the future tense includes the present tense; the masculine gender includes the feminine gender, and the feminine gender includes the masculine gender; and the singular includes the plural, and the plural, the singular.

PART 2 - BOARD OF DIRECTORS

2.1 ELECTION

Members of the Board are elected to office in accordance with applicable law including the provisions of the Municipal Water District Law of 1911. Each Director shall hold office for a term of four years from and after the date of taking office. A Director may be elected to multiple terms in accordance with applicable law.

2.2 APPOINTMENT

When a vacancy occurs on the Board, the remaining members of the Board may fill such vacancy by appointment in accordance with California Water Code Section 71254 and California Government Code Section 1780, or the corresponding provisions of any successor statute.

2.3 OATH OF OFFICE

Persons elected to the Board shall take office at the end of the first Board meeting in December conducted after the final certification of the general election. Persons elected and/or appointed to the Board shall take the required oath of office prior to assuming office. A Notary Public or Deputy County Clerk shall administer the oath. See Elections Code Sections 10505, 10507, 10551 and 10554.

2.4 DIVISIONS AND REAPPORTIONMENT

The District is divided into five Divisions as shown on the Official Map of Division Boundaries on file at the County of Ventura Elections Division. Each Division is represented by one Director who shall be a resident of the Division. Notwithstanding the foregoing, the District is subject to re-division in accordance with the procedures set forth in California Water Code Section 74450 – 74470 et seq.

2.5 POWERS

All powers of the District shall be vested in the Board except for those powers delegated to the General Manager as set forth herein; in the California Water Code; and in the Ordinances and Resolutions of the District; or as otherwise delegated by the Board.

2.6 ELECTION OF BOARD OFFICERS

- (a) At the first meeting in January of the year following any election at which any Director is elected, the Board shall vote for one of its members as its presiding officer, who shall have the title of President of the Board. At the same time, the

Board shall also vote for Directors to serve as Vice President, Treasurer, and Secretary of the Board. The Board may, at any time by vote, modify one or more officer assignments. The newly elected officers shall take office at the conclusion of the meeting at which they are elected unless the Board designates another time.

- (b) The selection of Board members by consensus to serve on committees of the District and representative positions at other organizations will occur at the second meeting in January of the year following any election. This includes the assignment of chairperson, member, and alternate responsibilities for District committees, and representative and alternate positions at other organizations. The Board may, at any time by vote, choose to modify one or more committee assignments and/or representative positions at other organizations.
- (c) Votes as contemplated under this section will be placed on the Board agenda in accordance with the Brown Act and this Code.

2.7 DESIGNATION OF METROPOLITAN BOARD REPRESENTATIVE

The District's representative(s) to the Metropolitan Water District of Southern California Board of Directors will be selected by a vote of the Board, as authorized in the Metropolitan Water District Act, Section 51 and in accordance with the timeframe established in section 2.6(b) above.

2.8 GENERAL DUTIES

The Board of Directors shall:

- (a) Establish the District's policies, mission, and goals by vote at public meetings and hold the General Manager responsible if the policies, mission, and goals of the District are not implemented.
- (b) Assure that the District is responsive to the interests of those it represents.
- (c) Comply with the law and use District powers lawfully.
- (d) Insist that critical and strategic information from which to make decisions and exercise judgments is available in a timely manner.
- (e) Assist staff by assessing issues from a broader perspective, providing outside perspective and guidance.
- (f) Protect the assets of the District.
- (g) Assure that the District is well managed.

- (h) Select the District's officers, General Manager, District Counsel, and Auditor in accordance with California Water Code Section 71340.
- (i) Assure that the District's long-term plans are designed to meet the District's mission and purpose.
- (j) Review and assess long-term planning for the District.
- (k) Establish policies that will provide for the effective conduct of the Board's meetings.
- (l) Be prepared for the meetings of the Board.
- (m) Approve and adopt the annual budget and any amendments thereto.
- (n) Approve and adopt a salary schedule and positions set forth in the organization chart for District Employees and any amendments thereto.
- (o) File Form 700 Statements of Economic Interests as required by the District's Conflict of Interest Code.
- (p) Participate in two hours of sexual harassment prevention training every two years in accordance with Government Code Section 12950.1.
- (q) Participate in ethics training every two years in accordance with California Government Code Section 53235, including at least two hours of training in ethics principles and ethics laws relevant to his or her public service.

2.9 LEAVES OF ABSENCE

In accordance with California Government Code Section 1062, no Director shall absent himself or herself from the State for more than 60 days, unless the absence is for District business or has been approved by the Board. In the case of illness or other urgent necessity, a quorum of the Board may approve an extension of a Director's absence from the State.

2.10 BOARD DIRECTION TO DISTRICT STAFF

- (a) The Board provides guidance and instruction to the General Manager. Individual Directors shall not instruct the General Manager in the execution of his or her powers and duties.
- (b) All general business of the District, including requests for information and instructions to Employees, are to be conducted through the General Manager,

or in the absence of the General Manager, the Deputy General Manager. The exceptions to this limitation are: (1) coordination with the Clerk of the Board related to a Director's duties described in Part 6 this Code, (2) coordination with the Manager of Human Resources and Risk Management on a Director's District-provided benefits, and (3) coordination between the Board Treasurer and the Manager of Finance on District financial matters.

- (c) The General Manager shall promptly provide information requested by Directors as necessary to assist in decision making and policy direction. Routine requests by individual Directors for readily available written information, documents, reports, studies, analyses, or compilations shall not require formal Board approval. If requests for staff assistance or for such information or documents are estimated to require more than four hours of staff time or consulting time, or if they will require less than four hours but are of a recurring nature, these requests shall be submitted in advance to the Board of Directors by the individual Director for formal approval.

2.11 COMPENSATION AND REIMBURSEMENT

2.11.1 GENERAL RULES

- (a) Compensation and reimbursement of expenses for Directors is authorized by, and subject to, California Water Code Sections 71255 et seq. and 20200 et seq., and California Government Code Section 53232.
- (b) The Board's compensation rules and rates are set forth in District Ordinance No. 15. Annually, the Board will review the compensation paid to Directors and may make changes to the established compensation rate by amending Ordinance No. 15 and setting a new compensation rate in accordance with applicable law.
- (c) Subject to Ordinance No. 15 and applicable law, Directors may be compensated for each day's attendance at meetings of the Board and for each day's service to the District rendered at the request of the Board or the General Manager not exceeding a total of 10 days in any calendar month. Any Director who represents the District on the Metropolitan Board is also entitled to receive compensation and expense reimbursement from the District with respect to such service for a total of 10 additional days in any calendar month.
- (d) Directors may receive compensation and expense reimbursement from the District for two conferences each Fiscal Year that require travel and an overnight stay. Any conferences above two per Fiscal Year require prior approval of the President or Board.

- (e) Subject to the requirements of California Government Code Sections 53232.2 and 53232.3, a Director may be reimbursed for any actual and necessary expenses incurred in the performance of duties required or authorized by the Board, including, without limitation, reimbursement for authorized travel and other expenses when on official duty or when acting on behalf of the Board.
- (f) Board Members shall provide a brief oral report on each compensable meeting attended at the next regularly scheduled Board meeting.

2.11.2 AUTHORIZED ACTIVITIES AND EXPENSES

The guidelines set forth below are provided to clarify activities by Directors that are authorized for compensation and reimbursement. However, such guidelines always remain subject to applicable law including, without limitation, California Government Code Sections 53232 et seq. and California Water Code Sections 20201, 20202, 71255 and 71256, as may be amended from time to time:

- (a) Only one day's compensation may be paid for activities performed within a calendar day. Example: If a Director attends a Board meeting and another authorized meeting on the same date, the Director shall only be entitled to compensation for one meeting. However, reimbursement for compensable mileage, meals, and other expenses may be paid for both meetings.
- (b) Directors are authorized to receive compensation and reimbursement for expenses for the following:
 - (1) Attending regular and special meetings of the Board.
 - (2) Performing necessary duties associated with, and required of, an elected official serving on the Board, including participation in required training, either in person or via remote means.
 - (3) Representing the District in any of their collateral assignments.
 - (4) Representing the District when requested by the Board, the President, or the General Manager, including attendance at other meetings or functions of government agencies (State, County, and City), Member Agencies (per Ordinance 12), associations, committees, etc.
 - (5) Representing the District outside of the State with prior approval of the Board.

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- (6) Participating in activities related to the District's mission and purpose with prior approval of the President or Board.
- (7) Participating in conference calls of more than one-half hour's duration which are for the purpose of any of the items listed above, subject to applicable approvals.
- (8) Travel to or from an authorized activity when it is impractical to travel on the same day as the activity.
- (c) A Director may elect not to receive compensation and/or reimbursement for expenses for any authorized activity.
- (d) A Director may appeal to the Board any recommendation of the General Manager or decision by the President to deny authorization for compensation and reimbursement.
- (e) A Director shall secure prior approval of the Board before incurring expenses for hosting conferences, receptions, meetings, group meals, or other activities related to the duties of a Director, other than activities paid for at the Director's personal expense.
- (f) Agenda packets are sent by electronic means and the District will purchase the following:
 - (1) A District-owned laptop computer, electronic tablet device, and necessary accessories. The District will not pay for any charges associated with a data service plan. When the Director leaves office, they may either return the aforementioned equipment to the District or reimburse the District for the depreciated value of the equipment.
 - (2) A District-owned color ink jet printer or similar, paper, and ink cartridges so that the Director may print the packets at home. When the Director leaves office, they may either return the printer to the District or reimburse the District for the depreciated value of the printer.

2.11.3 TRAVEL

- (a) The District shall reimburse a Director for his or her actual and necessary expenses for approved travel as follows:

- (1) All expenses must be ordinary and necessary for the conduct of District business.
- (2) Authorized expenses while traveling overnight on District business may include, but are not limited to, meals, lodging, baggage handling, tips, transportation costs only to and from the destination required for business purposes, and any other reasonable incidental expenses of the trip which are District related rather than personal in nature. Disallowed expenses include, but are not limited to, personal telephone calls, laundry service, and in-room movies. If a family member or guest accompanies the Director, lodging expenses may only be reimbursed at the applicable rate for a single room to be occupied by only one person. Travel costs, meals and all other incidental expenses for a family member or guest are not authorized for payment from District funds.
- (3) Directors have the option to select either reimbursement at 1.5 times the Government Per Diem Rate for Meals and Incidentals (www.gsa.gov/perdiem) for the closest area to where the meal is consumed (M&I Rate) or reimbursement for actual costs of meals. The method of reimbursement selected will apply for all days of the trip. When submitting a request for reimbursement for meals while attending a conference, an itinerary of the conference must be submitted with the request. The itinerary must include a schedule that includes all meals provided by the conference. When the conference attended provides meals as part of the registration fee, the meal is not eligible for reimbursement.
 - (i) If reimbursement for the actual costs of meals is selected, the following guidelines apply.
 - a. Expenses may include the cost of meals and non-alcoholic beverages. Under no circumstances will the District pay for or reimburse for any expenses associated with the purchase or consumption of alcoholic beverages.
 - b. Itemized receipts must be submitted to substantiate the actual cost of meals.
 - c. The reimbursement amount shall not exceed 1.5 times the M&I Rate.

- d. Any reimbursement greater than 1.0 times the M&I Rate is considered taxable by the Internal Revenue Service and will be added to the Director's taxable wages.
- (ii) The following guidelines apply to reimbursement at 1.5 times the M&I Rate.
 - a. Itemized receipts need not be submitted. The M&I rate prorates a percentage of the daily rate to each meal.
 - b. On the first and last days of travel, the Director is entitled to per diem reimbursement for only those meals eaten while traveling.
 - c. Any reimbursement greater than 1.0 times the M&I Rate is considered taxable by the Internal Revenue Service and will be added to the Director's taxable compensation.
- (4) Transportation shall be selected based on the lowest overall cost to the District after all costs are considered. All airline travel shall only be by airplane coach or economy class except when coach or economy seats are unavailable at the time of ticketing, or where a physical problem, essential business, or exceptional circumstance warrants travel in a higher class.
- (5) A Director who purchases airline tickets for the purpose of combining personal travel with District travel, or for travel with a family member, shall only be reimbursed for the cost of the Director's ticket which is required for the work-related purpose of the travel.
- (6) A Director shall not be reimbursed by the District for an expense reimbursed by another party.
- (b) Directors who incur expenses on behalf of the District, or who travel on or engage in District business which requires the expenditure of funds on their behalf, shall prepare an expense claim form to document, substantiate, and account for, all expenses.
 - (1) All reimbursement claims shall be submitted to the Clerk of the Board before reimbursement will be made.
 - (2) Receipts and itemized bills must be attached.

- (3) When claiming expenses for business purposes for one or more guests, the original receipt and an itemized bill stating the amount of the meal, a description of the purpose of the meal and the names of the people present and their affiliations shall be provided.
- (4) Requests for payment at 1.5 times the M&I rates do not require documentation.
- (c) Individual expenses incurred by and for a Director and reimbursed by the District exceeding \$100.00 shall be reported in an annual report as required by law.

2.12 BENEFITS

This paragraph outlines the benefits that are either provided or available to Directors. Although the District may provide other benefits to its Employees, benefits not listed in this paragraph are not provided to the Directors.

- (a) The premiums for the following benefits are fully paid by the District:

- (1) Workers Compensation
- (2) Medical coverage

Directors have the following options for medical coverage as follows:

- (i) District-Procured Coverage
 - a. The District will pay the full cost of medical insurance premiums for health plans available to the District through CalPERS, as follows:
 - Directors seated prior to December 1, 2012 (Director and dependents)
 - Directors seated on or after December 1, 2012 (Director only)
 - b. Board Members may change the Level of Enrollment and Style of Coverage as allowed by the enrollment rules published by CalPERS.

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(ii) Director-Procured Coverage

- a. At the beginning of his or her term and annually during the open enrollment period, the Director may choose to waive the District-procured coverage and maintain their own medical coverage. If the Director is paying some or all of the premium for their medical coverage, the District shall reimburse the Director for the amount of the premium paid, not to exceed the maximum amount the District pays for medical insurance premiums available to Directors as outlined in Section 2.12(a)(2)(i)a above. This premium reimbursement is available for the Director only.
- b. Proof of medical coverage containing the monthly premium amount and coverage period must be provided to the Manager of Human Resources and Risk Management annually for reimbursement or at the time of renewal. Reimbursement will be paid monthly through payroll for the enrollment period provided in the supporting documentation.
- c. Any changes to the premium amount must be reported within 30 days to the Manager of Human Resources and Risk Management and must be accompanied by supporting documentation. Failure to provide documentation will result in a hold on premium reimbursements.
- d. Directors who wish to change from Director-procured medical coverage to District-procured medical coverage may opt into the District-procured medical coverage only during the annual enrollment period established by CalPERS.

(iii) Waiver of Coverage

Directors may choose to waive the District-Procured Coverage and Director-Procured Coverage and choose to maintain their own medical coverage at their expense.

(3) Dental coverage (Director and dependents) (consistent with the coverage described in Section 12.5.2 of this Code)

- (4) Vision coverage (Director and dependents) (consistent with the coverage described in Section 12.5.2 of this Code)
- (5) Group Life Insurance (Director only) (consistent with the coverage described in Section 12.5.6 of this Code, except that the coverage amount shall be up to \$25,000)
- (b) Federal taxes associated with Medicare and Social Security are paid by the District and withheld from compensation for Board members who are not exempt from such taxes as required by law.
- (c) The following benefits are available to Directors; however, all costs associated with these benefits are the responsibility of the Director:
 - (1) Deferred Compensation (consistent with the plan described in Section 12.5.3 of this Code)
 - (2) Flexible Spending Account (IRS 125 Program for unreimbursed medical and dependent care expenses; see Part 12 of this Code)
 - (3) Medical coverage for dependents of Directors seated on or after December 1, 2012

2.13 MEETINGS AND MINUTES

2.13.1 GENERAL

- (a) All proceedings of the Board and any Advisory Body (as defined below) shall be held in accordance with the applicable provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.) as amended from time to time (the "Brown Act"). Should any of the following provisions conflict with any of the provisions of the Brown Act, the Brown Act shall be deemed controlling.
- (b) All meetings of the Board and any Advisory Body shall be open to the public and all persons shall be permitted to attend except as otherwise provided in the Brown Act.
- (c) As used herein:
 - (1) "Advisory Body" means a "legislative body" as defined in Section 54952(b) of the Brown Act including any decision-making or advisory body created by ordinance, resolution, or formal action

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of the Board. In accordance with Section 54952(b), an advisory committee composed solely of two or fewer members of the Board is an Advisory Body only if the committee has continuing subject matter jurisdiction or meets pursuant to a schedule fixed by ordinance, resolution, or formal action of the Board.

- (2) "Meeting" means any congregation of a majority of the members of the Board or Advisory Body at the same time and location (including teleconference location as permitted by Section 54953 of the Brown Act) to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board or Advisory Body.
- (3) "Member" means a Director or a member of an Advisory Body or any person elected or appointed to serve as a Director or member who has not yet assumed the duties of office.
- (d) A majority of the Members of the Board or Advisory Body shall not, outside a meeting authorized by the Brown Act, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the Board or the Advisory Body.
- (e) Nothing contained herein shall be construed as preventing an Employee or official of the District from engaging in separate conversations or communications outside of a meeting with Members of the Board or the Advisory Body in order to answer questions or provide information regarding District business, as long as that Employee or official does not communicate to members of the Board or Advisory Body the comments or position of any other Member or Members of such body. Furthermore, the meeting requirements of the Brown Act shall not apply to any of the situations described in Section 54952.2(c) of the Brown Act including the following:
 - (1) Individual contacts or conversations between a Member of the Board or Advisory Body and any other person that do not violate subsection (d) of this Section.
 - (2) The attendance of a majority of the Members of the Board or Advisory Body at a conference or similar gathering open to the public that involves a discussion of issues of general interest to the public or to public agencies of the type represented by the Board or Advisory Body, provided that a majority of the members do not discuss among themselves, other than as part of the scheduled program, any business of a specified nature that is within the jurisdiction of the District.

- (3) The attendance of a majority of the Members of the Board or Advisory Body at any of the following events or gatherings, provided that a majority of the Members do not discuss among themselves, other than as part of the scheduled meeting or program, business of a specific nature that is within the jurisdiction of the Board or Advisory Body:
 - (i) An open and publicized meeting organized to address a topic of local community concern by a person or organization other than the District;
 - (ii) An open and noticed meeting of another body of the District, or an open and noticed meeting of a legislative body of another local agency; or
 - (iii) A purely social or ceremonial occasion.
- (4) The attendance of a majority of the Members of the Board or Advisory Body at an open and noticed meeting of a standing committee of the Board or Advisory Body, provided that the Members of the Board or Advisory Body who are not Members of the standing committee attend only as observers.
- (f) All regular meetings of the Board and all meetings of any Advisory Body shall be held within the boundaries of the District except as follows:
 - (1) To comply with State or Federal law or court order;
 - (2) To inspect real property or personal property that cannot be moved;
 - (3) To meet on a multi-agency matter at the facility of one of the participating agencies;
 - (4) To discuss legislative or regulatory matters with state or federal officials;
 - (5) To discuss matters relating to a District facility at the facility; and
 - (6) To consult with legal counsel at counsel's office if so doing will result in a reduction in cost to the District associated with the meeting.

2.13.2 REGULAR/SPECIAL/EMERGENCY MEETINGS

- (a) The Board shall hold regular meetings on the first and third Wednesday of each month at the hour of 4:00 p.m., unless otherwise noticed in accordance with applicable law, at the District's headquarters located at 2100 E. Olsen Road, Thousand Oaks, California. A regular meeting may be adjourned by the Board or by less than a quorum to another time. An adjourned regular meeting is a regular meeting for all purposes if held within five days of the regular meeting. If the adjourned meeting is held more than five days after the regular meeting, a new agenda shall be posted.
- (b) In accordance with Section 54956 of the Brown Act, special meetings may be called by the President (or, in the absence of the President, by the Vice President) or by a majority of the Board upon 24 hours' notice to each Director.
- (c) In accordance with Section 54956.5 of the Brown Act, in the event of an "emergency situation" the Board or Advisory Body may hold a special emergency meeting without complying with the 24-hour notice requirement or agenda posting required for special meetings, if prompt action is necessary due to disruption or threatened disruption of District facilities. An "emergency situation" includes both an "emergency" and a "dire emergency" as determined by a majority of the Board. An "emergency" is a work stoppage, crippling activity, or other activity that severely impairs public health or safety, and a "dire emergency" is a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that providing the one hour notice of meeting required for an emergency would endanger public health or safety. In accordance with Section 54956.5(b)(2) of the Brown Act, notice of the emergency meeting must be given to each local newspaper and radio and television station that has requested notice of special meetings at least one hour prior to the meeting in the case of an emergency meeting and at or near the time notice is given to the Board Members in the case of a dire emergency. The Board or Advisory Body may meet in closed session during any emergency meeting in accordance with the Brown Act if agreed to by at least two-thirds of the members of the Board or Advisory Body, or if less than two-thirds of the Members are present, by unanimous consent of the Members present. Except as provided herein, all emergency meetings shall be held in accordance with all other special meeting requirements.

- (d) Each Advisory Body may establish a time and place for regular meetings and may call special meetings and emergency meetings in the same manner as the Board.

2.13.3 RECORD OF PROCEEDINGS

- (a) The Clerk of the Board shall record minutes showing action taken by the Board at regular, special and emergency meetings. The approved minutes shall be available for public inspection.
- (b) Any person attending an open meeting of the Board may record the proceeding on audio or video media unless the Board finds the recording cannot continue without noise, illumination or obstruction of view constituting a persistent disruption of proceedings.

2.13.4 RULES OF CONDUCT

- (a) The affirmative vote of at least three Directors is necessary for the Board to take action. The Board shall take action by motion, resolution or ordinance. All votes will be by roll call vote.
- (b) Neither the Board nor any Advisory Body shall take action by secret ballot, whether preliminary or final.
- (c) Advisory Bodies shall adopt rules of order appropriate to their work.
- (d) If any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Board may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend such a session. The Board may establish a procedure for readmitting individuals not responsible for willfully disturbing the orderly conduct of the meeting.
- (e) In addition to the authority granted in section (d) above, the presiding member of the Board conducting a meeting, or their designee, may remove or cause the removal of, an individual for disrupting the meeting. Prior to removing the individual, the presiding member or their designee shall warn the individual that their behavior is disrupting the meeting and that failure to cease their behavior may result in removal. The presiding member or their designee may then remove the individual if they do not promptly cease their disruptive

behavior. For the purposes of this section, “disruptive” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the ordinary conduct of the meeting.

- (f) The Board shall not prohibit public criticism of the policies, procedures, programs or services of the District or of the acts or decisions of the Board. However, no privilege or protection is hereby conferred for expression beyond that otherwise provided by law.
- (g) Any expression of a Director’s opinion must not appear to be as a representative of the District. Directors that participate in social media and express personal views related to Calleguas and the business of the District must incorporate language clarifying that the views expressed are their personal views and not those of Calleguas.

2.13.5 AGENDA

- (a) In consultation with the Board President, the General Manager will develop the agenda for each Board meeting. In addition to those agenda items set by the General Manager, any Director or District Counsel may request an item be placed on a future Board meeting agenda during Board discussion of future agenda items.
- (b) At least 72 hours before a regular meeting or adjourned regular meeting, or at least 24 hours prior to a special meeting, the Clerk of the Board shall post an agenda specifying the time and location of the meeting. The agenda shall be posted in a location that is freely accessible to the public and shall contain a general description of each item of business to be transacted or discussed at the meeting, including the items to be discussed in closed session.
- (c) The agenda for all meetings shall include the opportunity for the public to address the Board prior to taking action on any matter. The agenda for regular and adjourned regular meetings shall include the opportunity for the public to address the Board on matters within the jurisdiction of the District that are not on the agenda and for those items that are on the agenda but which are not action items.
- (d) Except as otherwise provided herein, no substantive discussion shall occur nor action shall be taken on matters not shown on the posted agenda. However, Directors may briefly respond to statements made or questions posed during public comment, request clarification, provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting, or direct staff

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to place a matter of business on a future agenda. The Board may take action on items not appearing on the posted agenda under any of the following conditions, provided that prior to discussing such item the Board publicly identifies the item:

- (1) Upon a determination by a vote of the Board that an emergency situation exists, as defined in Section 54956.5 of the Brown Act.
 - (2) Upon a determination by a two-thirds vote of the Board present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.
 - (3) The item was posted for a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.
- (e) The agenda shall describe matters to be discussed in closed session in substantially the form specified for such matter in Section 54954.5 of the Brown Act.
- (f) Prior to adoption of any new or increased general tax or assessment the Board shall comply with the 45-day public notice and public meeting and hearing procedures specified in Section 54954.6 of the Brown Act.

2.13.6 CLOSED SESSIONS

- (a) The Board may conduct a closed session to discuss and consider those items authorized for closed session under the Brown Act. By way of example, but without limitation, the Board may conduct a closed session to:
- (1) Consider property acquisition or disposition by eminent domain or otherwise;
 - (2) Consider pending or potential claims or litigation;
 - (3) Consider threats to public services or facilities;
 - (4) Consider the appointment, promotion or job performance of Employees;

- (5) Consider charges levied against an Employee;
 - (6) Establish the District's position regarding Employee negotiations; or
 - (7) Conduct any District business when public session is not possible due to riot or other interruption.
- (b) Action taken in closed session and the vote, abstention, or absence of each member shall be reported in accordance with the Brown Act (California Government Code §54957.1).

2.13.7 MINUTES

- (a) The Clerk of the Board shall prepare or delegate the preparation of written minutes of each meeting reflecting all official actions taken by the Board, the disposition of all items on the agenda, specific statements of Directors requested by them to be included when related to reasons for voting in a specific manner, and matters requested by a Director to be included as an agenda item for the meeting. The number and title of all ordinances and resolutions shall appear in the minutes.
- (b) Written minutes must be approved by a vote of the Board and signed by the Secretary of the Board. Original copies of all minutes will be maintained in the District's minute books maintained by the Clerk of the Board.

PART 3 - BOARD OFFICERS

3.1 ELECTION

The Board Officers shall be elected as provided in Part 2 of this Code.

3.2 DUTIES

3.2.1 PRESIDENT OF THE BOARD

The President may make and second motions and shall have a voice and vote in all proceedings. The President shall:

- (a) Preside over all meetings of the Board including:
 - (1) Opening the meeting at the appointed time, calling the meeting to order, and determining that a quorum is present;
 - (2) Announcing each item of business on the agenda and the recommended motion;
 - (3) Calling for motions;
 - (4) Calling for public participation during meetings, when appropriate;
 - (5) Determining questions of order and enforcing rules of the Board;
 - (6) Ensuring that all members of the Board have an equal opportunity during discussion of issues. The President may be involved in discussion on any matter, but his or her right to expression shall be not greater than that of any other Director;
 - (7) Stating the motion and announcing passage or failure;
 - (8) Opening, conducting, and closing public hearings;
 - (9) Adjourning meetings of the Board;
 - (10) Reviewing each report which they receive through the confidential employee hotline and taking the necessary action(s) to address the concerns raised.

- (b) Lead the discussion for selection by consensus of members to serve on committees of the District and representative positions at other organizations in accordance with section 2.6(b), including the assignment of chairperson and alternate responsibilities for District committees, and representative and alternate positions at other organizations.
- (c) Develop the Board agenda in consultation with the General Manager.
- (d) Set the time and place for any special meeting of the Board.
- (e) Represent the District in public ceremonies.
- (f) Serve as public spokesperson of the District and express the approved policy of the District when called upon to do so.

3.2.2 VICE PRESIDENT

The Vice President of the Board shall:

- (a) Perform all the duties of the President during the absence of the President.
- (b) Act in the place of the President, if for any reason the position of President is vacant, until a new President is selected.

3.2.3 SECRETARY OF THE BOARD

The Secretary of the Board shall:

- (a) Perform all the duties of the President during the absence of the President and Vice President.
- (b) Attest to the signature of the President of the Board on all ordinances, resolutions, and minutes.
- (c) Certify the Board meeting minutes.
- (d) Perform all the duties of the Treasurer during the absence of the Treasurer.

3.2.4 TREASURER

The Treasurer shall:

- (a) Generally, review checks presented for the payment of District obligations, and available supporting documents, for accuracy.
- (b) Review monthly investment and disbursement reports, budget documents, and financial reports made to the Board.
- (c) Have authority to co-sign disbursement vouchers and wire transfers.
- (d) Perform all the duties of the Secretary during the absence of the Secretary.

PART 4 - GENERAL MANAGER

4.1 GENERAL POWERS

The General Manager is the chief executive officer of the District. Subject to applicable law, the General Manager's general powers and authority are as set forth by the Board in the form of ordinances, resolutions, motions and this Code. The General Manager shall be responsible to the Board for, and have jurisdiction over, the proper administration of all affairs of the District, as established by the Board, including those matters specified herein and in California Water Code Sections 71362 and 71363.

4.2 SIGNATURE AUTHORITY

In addition to the documents signed by the General Manager in the ordinary course of administering the affairs of the District, the General Manager is specifically authorized by Ordinance No. 18, as may be amended by the Board from time to time, to enter into and sign certain documents and instruments for and on behalf of the District, either alone or together with certain officers as specified in Ordinance No. 18.

4.3 COMPENSATION

The General Manager shall be paid a salary commensurate with his or her responsibilities, which salary shall be established by contract and any adjustments subject to approval by the Board. Under the terms of the contract with the District, the General Manager serves at the discretion of the Board.

4.4 EMERGENCY POWERS

- (a) The General Manager has the authority to declare an emergency, which allows the General Manager to take the actions described herein if the General Manager determines that the District's ability to provide services is jeopardized by unanticipated events. If an emergency has been declared, and is continuing as provided herein, the General Manager is empowered to take those actions authorized under California Public Contract Code Section 22050, including the authority to repair or replace public facilities, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts. The General Manager shall maintain good and accurate records of all purchases made under the authority of this Section.

- (b) If an emergency is declared as provided in subsection (a), the Board shall review the need for continuation of the emergency, and the actions taken by the General Manager, in accordance with applicable law including California Government Code Section 8630. At each Board meeting at which the emergency is considered, the General Manager shall report to the Board justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency. The Board shall declare the termination of the emergency at the earliest possible date that conditions warrant.

4.5 GENERAL DUTIES

- (a) The General Manager shall have the full power and authority to employ and discharge all Employees (other than those officers appointed by the Board in accordance with California Water Code Section 71340) at his or her pleasure and prescribe their duties and fix their compensation, subject to salary ranges and numbers and types of positions approved by the Board. Salaries will be identified on the salary schedule adopted and amended by the Board.
- (b) Additionally, the General Manager is authorized to employ additional assistance as may be required from time to time as determined by the General Manager:
- (1) To provide substitutes for Employees on leave;
 - (2) To fill a position in advance of termination or retirement of an Employee currently occupying that position;
 - (3) To temporarily (for a period of less than 12 months) add or reclassify positions to facilitate anticipated or ongoing transitions;
 - (4) To perform emergency work; or
 - (5) To establish temporary internships, including the assignments, scope, duties, duration, and compensation of same.
- (c) The General Manager shall maintain the operation of a confidential employee hotline. Reports submitted through the hotline are to be provided to the President and General Manager unless the complaint is about the General Manager, in which case reports are to be provided to the President and District Counsel. The General Manager shall review each report on its merits and take the necessary action(s) to bring the matter to a satisfactory resolution.

- (d) The General Manager will provide the Board with the following summary information:
- (1) In January and July of each year:
 - (i) A list of each Employee hired, promoted, or terminated during the preceding six-month period. As appropriate, the list will include: the date of hiring, promotion, or termination, and the present and former job title and present and former salary.
 - (ii) A summary of all changes made to the Employee Handbook, as defined in Code Section 12.1, during the preceding six-month period.
 - (2) In January of each year, unless provided the previous December:
 - (i) A current salary schedule, schedule of rates for on-call, special duty incentive pay, tuition reimbursement maximum contribution, and lease rates for District-owned housing at Lake Bard.
 - (ii) A current organization chart.
 - (iii) A listing of the current Internal Revenue Service mileage rate and the Government Meals and Incidental rate for the cities to which the Directors and District staff are expected to travel in the next 12 months.
 - (3) In January, April, July, and October of each year:
 - (i) A summary of all reports submitted through the confidential employee hotline.
- (e) The General Manager is authorized to approve changes to the annual budget for accounts included as part of the "Operating Administration Expenses" and "Capital Related Expenses" provided the total budgeted expenses do not change. Any adjustment increasing the District's total budgeted expenses must be brought to the Board for review and approval.
- (f) The General Manager is authorized to conduct an appropriate salary survey a minimum of every three years.
- (g) The General Manager is authorized to act on the District's behalf with respect to responding to claims filed under the Government Claims Act (Government Code section 810 et seq.).

4.6 DELEGATION OF AUTHORITY BY GENERAL MANAGER

The powers and duties of the General Manager may be delegated as follows:

- (a) Under the direction of the General Manager, District staff shall perform duties assigned by the General Manager with like effect as though such duties were performed or rendered by the General Manager. The Deputy General Manager shall act with the General Manager's authority in his or her stead in the event the General Manager is absent or unable to act in person.
 - (1) The Board shall establish in advance the person who is to assume the position of "Acting General Manager" in the absence of both the General Manager and the Deputy General Manager." In the absence of both the General Manager and Deputy General Manager, the "Acting General Manager" shall have the authority and powers of the General Manager, and such authority and powers will continue until the General Manager and/or Deputy General Manager are again available and able to serve or until the Board appoints a successor.
 - (2) The General Manager shall inform the Board in advance of planned absences longer than one day in duration.
- (b) Each duly authorized delegate under this Section shall act in the name of the General Manager, except when empowered by law or in writing by the Board to act in his or her own name, and his or her acts shall be equally effective whether done in his or her own name or, if so empowered by the Board, in the name of the General Manager.

4.7 TRAVEL AND EXPENSE REIMBURSEMENT

- (a) All travel by the General Manager must be approved in advance by the Board President and is subject to the rules applicable to Board members as set for in Section 2.11.3 of this Code except that meals are reimbursable at the M&I Rate, not at 1.5 times the M&I Rate.
- (b) All expenses incurred by the General Manager must be approved in writing by the Board Treasurer or Board President before they are reimbursed.

PART 5 - DISTRICT COUNSEL

5.1 POSITION AUTHORIZED

By contract approved by the Board, the District shall engage an attorney to serve as General Counsel to the District ("District Counsel"). By approval of the Board, the District may also retain such other legal counsel as the Board deems necessary to advise the District. The contracts for all legal counsel retained by the District shall be based upon an agreed fee schedule.

5.2 GENERAL DUTIES

District Counsel shall be responsible for:

- (a) Representing the District, the Board, and any officer of the District, in all legal actions brought by or against the District, the Board, or any officer of District, in his or her official capacity.
- (b) Submitting advice or opinions to the Board when requested to do so by the Board.
- (c) Submitting advice or opinions on District-related matters to the General Manager when requested to do so by him/her.
- (d) Reviewing and making appropriate comment on matters or recommendations presented in written or oral form.
- (e) Reviewing notices, resolutions, ordinances, minutes, agreements, contracts, and supporting materials in advance of meetings.
- (f) Attending each meeting of the Board, unless excused in advance or during a meeting by the President of the Board.
- (g) Attending meetings involving the District as requested by the General Manager or, in the case of a meeting of an Advisory Body of the District, upon request of the General Manager or the Advisory Body's Chairperson.
- (h) Reviewing each report that they receive through the confidential employee hotline and taking the necessary action(s) to address the concerns raised.
- (i) Testing the functionality of the confidential employee hotline at least once each calendar year to confirm that claims about the General Manager are being delivered directly to the Board President and District Counsel. The test is to be performed at different dates in different years and without advance coordination with the General Manager.

- (j) Submitting a quarterly summary report of legal activities.

5.3 TRAVEL AND EXPENSE REIMBURSEMENT

- (a) All travel by District Counsel must be approved in advance by the Board President and is subject to the rules applicable to Board members as set for in Section 2.11.3 of this Code.
- (b) All expenses incurred by District Counsel must be approved in writing by the Board Treasurer or Board President prior to reimbursement for those expenses.

PART 6 - CLERK OF THE BOARD

6.1 GENERAL DUTIES

The duties of the Clerk of the Board include, without limitation:

- (a) Attending to all administrative support needs of the Directors, including coordinating schedules, transportation, meals, and lodging, as needed, in support of meetings involving District business (MWD, Member Agencies, ACWA, AWA, etc.).
- (b) Attending to the administrative requirements of the Brown Act with respect to scheduling and preparing for all regular, special, and emergency Board meetings and Advisory Body meetings, including without limitation:
 - (1) Preparing the agenda and supporting documents for each meeting and arranging for distribution of agenda packets.
 - (2) Publishing and posting notices required by the Brown Act.
 - (3) During meetings, recording the actions of the Board.
- (c) Making certified copies of official correspondence.
- (d) Maintaining the records and documents of the Board (minute books, resolutions, ordinances, policies).
- (e) Receiving documents addressed to the Board including acceptance of service of process for the District.
- (f) Administering the District's Conflict of Interest Code as follows:
 - (1) Notifying Directors, staff, and consultants of filing deadlines related to annual Form 700s and Statements of Assuming or Leaving Office and providing them with the necessary forms.
 - (2) Maintaining required documents at the District and filing required documents with the County of Ventura.
- (g) Administering the Oath of Office to members of the Board as a Notary Public or Deputy County Clerk.
- (h) Coordinating with the County of Ventura concerning Division elections.

- (i) Coordinating with the President of the Board, the designated Metropolitan Water District Director representative, and guests for all inspection or information tours.
- (j) Maintaining custody of the District seal.

PART 7 - RECORDS REQUESTS AND MAINTENANCE

7.1 GENERALLY

All public records requests, oral or in writing, received by the District shall be promptly forwarded to the Clerk of the Board for consideration and processing. All such requests shall be handled in accordance with the applicable requirements of the California Public Records Act ("PRA"). The General Manager, in consultation with legal counsel, will make all final decisions on any questions regarding compliance with these acts. The District may charge for the cost of mailing and copying costs not to exceed the maximum allowable statutory fee under the PRA, as may be amended from time to time.

7.2 AGENDA PACKETS

Subject to Section 7.1, above, the following specific procedures will apply to requests for copies of the District's Board meeting agenda packets (the "Packet"):

- (a) A standing request for a copy of the Packet made in accordance with Government Code Section 54954.1 shall be valid for the calendar year in which it was made. All requests will expire on December 31 of the year in which they were submitted. If an individual or group wishes to continue to receive information after a request has expired, a new request must be submitted. The request must specify the address to which the response is to be transmitted.
- (b) All other requests for a copy of a Packet shall be processed in accordance with Section 7.1, above.

7.3 RECORDS RETENTION

- (a) The District has adopted a records retention program establishing orderly procedures for retaining District records in active files and in inactive files and for disposing of records when they are no longer needed for administrative, fiscal, historical, or legal purposes.
- (b) The procedures will promote the efficient and cost-effective conduct of the District's business by reducing the number of records in the active file areas, eliminating unnecessary retention of duplicate or obsolete documents, and providing for timely transfer of inactive records. The result will enable the District to function efficiently with a minimum of file equipment, will facilitate the retrieval of records, and will establish a tradition of good records management for the District. In addition, the records management program will ensure that records with long-term value are retained and protected.

- (c) The records of all District departments are covered by the records retention program. That is, the records retention program covers all papers, maps, and other documentary records made or received by the District in connection with its business, and preserved by the District as evidence of its functions, policies, decisions, operations, or other activities, or because of the value of the information they contain.

7.4 DISTRICT-RELATED ELECTRONIC DATA IN PERSONAL DEVICES OR ACCOUNTS

If a public records request is made for information related to District business that could be stored in a Board Member or Employee's personal electronic device (such as a phone, tablet, or computer) or personal email or texting account, the following procedure will be followed:

- (a) The General Manager shall send a written or email request to each affected Director or Employee directing them to (1) search their personal devices and accounts for a specific type or category of record, (2) provide copies of all such records to the Clerk of the Board within seven calendar days of the request, and (3) sign an affidavit that they have searched all of their personal electronic devices and accounts and has produced all documents responsive to the request.
- (b) Within the requested seven calendar days, the Director or Employee shall either (1) provide the requested records, if any, to the Clerk of the Board in electronic or paper format and the signed affidavit or (2) provide an explanation why more time is needed to complete the request. Up to 10 additional calendar days may be requested if the search and production of the requested documents would take substantial time to find and produce.
- (c) If additional time is requested, the Director or Employee shall provide the requested records, if any, to the Clerk of the Board in electronic or paper format and the signed affidavit before the end of the extended time period.

PART 8 - ANNEXATIONS

8.1 MEMBERSHIP IN METROPOLITAN WATER DISTRICT

Any annexation to the District shall also be a concurrent annexation to Metropolitan Water District of Southern California.

8.2 GOVERNING LAW

Any annexation to the District shall be accomplished in accordance with this Code, Division III of the Metropolitan Administrative Code, and applicable law including the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et seq.).

8.3 CRITERIA

- (a) An area proposed for annexation shall not, after annexation, leave an un-annexed area entirely surrounded by an area annexed to the District (a “window”) unless the Board finds that the District's interests will not be adversely affected by the existence of such a window.
- (b) An area proposed for annexation shall neither create an island by including land that does not share a common border with the existing District service area nor include a narrow, meandering path of land for the express purpose of linking properties proposed for annexation unless the Board finds that the District's interests will not be adversely affected by the existence of such an island or annexed land.
- (c) Proposed annexations shall include the entirety of all legal parcels which are the subject of the proposed annexation unless the Board determines that the District's interests will not be adversely affected by a proposed partial annexation.
- (d) Annexations will be considered only when the subject property is located where it is physically and economically practical for a District Member Agency to provide water service, as determined by the District.
- (e) Any area proposed for annexation to a Member Agency or joining the service area of a Member Agency delivering water supplied by the District, and not already within the District shall be annexed to the District concurrently.

8.4 MANDATORY CONDITIONS

All terms and conditions of annexation shall contain the following provisions:

- (a) The sale and delivery of all water by the District, regardless of the nature and time of use of such water, shall be subject to regulations promulgated by the District.
- (b) Except upon terms and conditions specifically approved by the Board, water sold and delivered by the District shall not be used in any manner which intentionally or avoidably results in the direct or indirect benefit of areas outside the District including use of such water outside the District or use thereof within the District in substitution for other water used outside the District.
- (c) The District shall not be obligated to provide or pay for any additional works or facilities necessitated by the annexation.

8.5 PROCEDURE

8.5.1 BOARD APPROVAL

The Board will consider and may approve annexations in a three-step process as summarized below:

- (a) The Board adopts a resolution initiating the annexation;
- (b) If Metropolitan approves "Informal Terms and Conditions" of the proposed annexation, the District Board adopts a resolution requesting that Metropolitan approve "Formal Terms and Conditions" and requesting approval by the Ventura County Local Agency Formation Commission ("LAFCO");
- (c) After the District receives the Metropolitan and LAFCO resolutions granting the approvals described in subparagraph (b), above, the Board adopts a final resolution accepting Metropolitan's Formal Terms and approving the annexation.

8.5.2 REQUEST FOR ANNEXATION

A request for annexation shall be made in writing by the owner of the land to be annexed, or the owner's authorized agent (the "Applicant").

8.5.3 INITIATION OF ANNEXATION

For initiation of annexation, the request shall include:

- (a) A legal description and a detailed map of the area proposed to be annexed, showing existing District and Metropolitan annexation boundaries, and clearly indicating the metes and bounds of the area and the gross and net acreage for the area with sufficient documentation to support the gross and net acreage specified;
- (b) The Assessor's Parcel Numbers of all parcels included in the area proposed to be annexed;
- (c) The present vesting and legal descriptions of each parcel in the area proposed to be annexed;
- (d) A description of:
 - (1) Present use of each of the parcels included within the area proposed to be annexed;
 - (2) Existing or proposed development plans for such parcels;
- (e) A plan for implementing the water use efficiency guidelines set forth in Section 3107 of the Metropolitan Administrative Code;
- (f) A signed Landowners' Request to Annex and Approval of Parcel Charges for every parcel in the area proposed to be annexed;
- (g) A deposit against administrative annexation expenses in accordance with this Code; and
- (h) Any other information and documentation requested by the District.

8.5.4 APPROVAL BY METROPOLITAN AND LAFCO

Prior to the Board's consideration of a resolution requesting approval by Metropolitan and LAFCO, the Applicant shall submit to the District:

- (a) Any changes to the annexation documentation submitted previously;
- (b) Documents demonstrating project compliance with the California Environmental Quality Act ("CEQA") including reference to the District and Metropolitan as suppliers of potable water, and which address the necessity of annexation to the District; and

- (c) An agreement signed by the Applicant indemnifying the District against liability related to the District's actions in the annexation.

8.5.5 FINAL APPROVAL

Prior to the Board's consideration of a resolution of final approval of an annexation, the District must have received all of the following:

- (a) A certified resolution of the Metropolitan Board of Directors fixing Formal Terms and Conditions for the annexation;
- (b) A certified resolution from LAFCO approving the annexation;
- (c) Payment by the Applicant of all annexation fees required by Metropolitan and the District in accordance with this Code; and
- (d) All other documents and information required by the District as provided herein.

8.5.6 NOTICE OF COMPLETION TO LAFCO

Within five business days of the final approval of an annexation by the Board, the District shall send a Request for Notice of Completion to LAFCO.

8.6 FINANCIAL POLICIES

8.6.1 DIRECT ADMINISTRATIVE COSTS

- (a) The Applicant shall pay all direct administrative costs incurred as a result of annexation investigation, evaluation and proceedings.
- (b) Before annexation is initiated or District funds expended on a given annexation, the Applicant shall deliver a deposit sufficient to pay for all routine costs of annexation as calculated and requested in writing by the District after preliminary review of the annexation proposal.
- (c) In the event annexation is commenced but not completed and funds are advanced by the Applicant, ~~but not expended, such all unexpended~~ funds shall be refunded to the Applicant upon request or after five years from the date Calleguas received the deposit, whichever comes first.

8.6.2 CALLEGUAS ANNEXATION FEE

In addition to the expenses listed in this Section 8, Applicants for areas annexing to the District shall pay to the District a per acre annexation fee based on the net present value of property taxes due to the District.

8.6.3 METROPOLITAN ANNEXATION FEE

The District shall collect from the Applicant the Metropolitan Annexation Processing Fee and the Metropolitan Annexation Fee in accordance with Metropolitan's Administrative Code (Sections 3100 (b) 7 and 3300), as may be amended from time to time.

- (a) The Metropolitan Annexation Processing Fee shall be transferred to Metropolitan with the Request for Approval of Informal Terms and Conditions.
- (b) The Metropolitan Annexation Fee shall be transferred to Metropolitan before recordation of the annexation.

8.6.4 PAYMENT REQUIREMENTS

The Applicant shall pay all administrative annexation expenses, Metropolitan Annexation Fees, and District Annexation fees in full prior to completion of the annexation.

8.6.5 DISCRETIONARY WAIVER OF CHARGE AND FEE

The processing fee and the annexation charge may be waived in cases where the Board requests a small annexation to prevent or close a "window" in an existing member public agency or as otherwise specified in this Code.

8.6.6 ANNUAL REVIEW OF CALLEGUAS ANNEXATION FEE

The Per-Acre Fee and the Back Tax Computation shall be recalculated by the District annually and the adjusted fee shall become effective as of the first day of each calendar year or on another date selected by the Board.

PART 9 - CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

9.1 ADOPTION OF CEQA GUIDELINES

Section 15022(d) of the State CEQA Guidelines (the "Guidelines") allows agencies to adopt the Guidelines by reference in order to comply with certain CEQA provisions relating to public agency implementing procedures. The Board has determined that adoption of the Guidelines as the District's implementing procedures will result in increased administrative efficiency by avoiding the need to continually review and update District-developed implementing procedures. Accordingly, the Guidelines, as amended from time to time, are adopted as the District's CEQA Implementing Procedures.

9.2 DELEGATION OF RESPONSIBILITY FOR CEQA COMPLIANCE

9.2.1 RESPONSIBILITY OF BOARD OF DIRECTORS

The Board shall have responsibility for administering CEQA as follows:

- (a) Reviewing and considering or, as applicable, certifying a final Environmental Impact Report (EIR) or approving or, as applicable, adopting a Negative Declaration prior to approving a project.
- (b) Making all findings required by Sections 15091 and 15093 of the Guidelines.
- (c) Taking such other actions as CEQA requires of the Board.

9.2.2 RESPONSIBILITY OF THE GENERAL MANAGER

The General Manager or, under the General Manager's direction, District staff, shall have responsibility for administering CEQA as follows:

- (a) Determining whether a project is exempt from compliance with CEQA, including without limitation determining whether a particular project satisfies one of the exemptions specified in Section 9.2.3, below.
- (b) Conducting an Initial Study and deciding whether to prepare an EIR or Negative Declaration.
- (c) Preparing an EIR or Negative Declaration.
- (d) Determining that a Negative Declaration has been completed within the statutory time period.

- (e) Preparing responses to comments on environmental documents.
- (f) Preparing comments and responding to requests for comments related to environmental documents of other agencies.
- (g) Filing applicable notices required by CEQA.
- (h) Taking such other actions as CEQA allows or requires the staff of an agency to take.

9.2.3 EXEMPTIONS

The District has determined that the following specific District activities are within the exemptions established by the CEQA Guidelines and by statute:

- (a) Annexations to the District of areas containing existing public or private structures developed to the density allowed by the current zoning of the gaining or losing governmental agency, whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have a capacity to serve only the existing facilities. (Guidelines Section 15319)
- (b) Annexation of individual small parcels of the minimum size for facilities exempted by Section 15303 of the Guidelines. (Guidelines Section 15319)
- (c) Emergency repairs to District facilities, pipelines, and appurtenances necessary to maintain service. (Guidelines Section 15269)
- (d) Sales of District surplus property (Guidelines Section 15312) except that if real property is located in an area of statewide, regional or area wide concern (Guidelines Section 15206(b)(4)) the sale would be exempt only if:
 - (1) The property does not have significant values for wildlife habitat or other environmental purposes, and
 - (2) Any of the following conditions exist:
 - (i) The property is of such size, shape, or inaccessibility that it is incapable of independent development or use; or

- (ii) The property to be sold would qualify for an exemption under any other class of categorical exemption in the Guidelines; or
 - (iii) The use of the property and adjacent property has not changed since the time of purchase by the public agency.
- (e) Basic data collection, research, experimental management, and resource evaluation activities of the District which do not result in a serious or major disturbance to an environmental resource either for information gathering purposes, or as part of a study leading to an action which the District has not yet approved, adopted, or funded.
- (f) Inspections by the District or its consultants to check for performance of a District operation, or quality, health, or safety of a District project. (Guidelines 15309)
- (g) Operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing District structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (Guidelines 15301)
- (h) Replacement, relocation or reconstruction of existing District structures, pipelines, or facilities on the same site with structures, pipelines, or appurtenant facilities serving substantially the same purpose and with substantially the same capacity as the existing structure, pipeline, or facility. (Guidelines 15302)
- (i) The normal operations of District headquarters for public gatherings including, but not limited to, Board meetings, public meetings on water related issues, watershed group or stakeholder meetings, and the like. (Guidelines 15323)
- (j) Minor alterations in the conditions of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees including, but not limited to, minor grading, gardening, landscaping, trenching and backfilling, maintenance dredging, and fuel management activities of the type set forth in Guidelines Section 15304.
- (k) Construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior

of the structure, such as installation of new piping, instrumentation, pumps, valves, air compressors, rectifiers, or power supplies.

- (l) Changes in the organization of the District as long as the changes do not change the geographical area in which previously existing powers are exercised. Examples include the establishment of a subsidiary district or the consolidation of the District with another district having identical powers.
- (m) [Reserved - Capital Construction Charge]
- (n) Actions necessary to prevent or mitigate an emergency involving the District's facilities or threatening the District's facilities (not including long-term projects with a low probability of short-term occurrence).
- (o) Projects of less than one mile in length within a public street or highway or any other public right-of-way for the installation of a new pipeline or the maintenance, repair, restoration, reconditioning, relocation, replacement, removal, or demolition of an existing pipeline. For purpose of this section, "pipeline" includes subsurface facilities but does not include any surface facility related to the operation of the underground facility. (Public Resources Code 21080.21)
- (p) Rejected or disapproved projects.

This listing of exemptions is not intended to be exclusive and the availability of each exemption must be determined based on the particular facts. Without limiting the foregoing, the categorical exemptions listed above shall not apply where: (1) a reasonable possibility exists that the activity may have a significant environmental impact because of unusual circumstances; (2) project cumulative impacts would be considerable and therefore significant; (3) the project occurs in certain sensitive environments (as specified in the Guidelines); (4) a project affects scenic resources within official state scenic highways; (5) a project is located on a toxic site listed by the California Environmental Protection Agency; or (6) a project causes substantial adverse changes in significant historic resources.

PART 10 - PROCUREMENT POLICY

The District will procure goods and services in support of its administrative, operational, and capital improvement requirements. It is the intent of the District to engage in procurements that ensure it will receive goods and services of the appropriate quantity, of a satisfactory level of quality, delivered in a timely manner, and at a price that represents the best value to the District and its ratepayers.

All purchases of materials, supplies, equipment, and services required by the District shall be made in accordance with the following policy and applicable law.

10.1 DEFINITION OF TERMS

The following definitions shall apply to this part:

- (a) **"Agreement"** means a contractual document entered into between the District and a Consultant or Contractor for engagements involving the provision of Services, typically delivered over an extended period of time.
- (b) **"Bid"** means a sealed (electronically or physically) price offer to perform work in accordance with specifications, conditions, and other requirements included in a Notice Inviting Bids (NIB).
- (c) **"Bidder"** means a Contractor or Supplier that submits a Bid in response to a NIB or an Invitation for Quote.
- (d) **"Consultant"** means an individual, firm, or entity that provides Professional Services.
- (e) **"Construction Services Agreement"** means a written agreement for the provision of Public Works Construction by a Contractor.
- (f) **"Contract"** means a written document establishing terms and conditions between parties for the provision of Goods or Services (Professional or General) and includes Construction Service Agreements, General Service Agreements, Professional Service Agreements, and Purchase Orders.
- (g) **"Contractor"** means an individual, firm, or entity that provides Public Works Construction services or General Services.
- (h) **"Cooperative Purchasing"** means any procurement conducted on behalf of two or more public agencies in order to obtain the benefit of volume purchasing and/or reduction in administrative expenses.

- (i) **"Formal Competitive Solicitation"** means a written request for a Bid, Proposal, or Quotation in accordance with written terms and conditions included in the request.
- (j) **"General Services"** means services provided by a Contractor that are not Public Works Construction and include, but are not limited to, trade, janitorial, maintenance, and operating activities.
- (k) **"General Services Agreement (GSA)"** means a written agreement for the provision of General Services by Contractors and includes but is not limited to Maintenance Service Agreements and Security Agreements.
- (l) **"Goods"** means all types of tangible personal property including materials, supplies, and equipment.
- (m) **"Informal Competitive Solicitation"** means a written request for a Bid, Proposal, or Quotation in accordance with written terms and conditions included in the request.
- (n) **"Managers"** means a person who oversees the functioning of a District department and the Executive Strategist. Manager does not include Project Managers in the Engineering Department.
- (o) **"Material Change"** means a change to essential terms in a Contract including, but not limited to, monetary consideration, scope of services, insurance and indemnity obligations, and assignment.
- (p) **"Notice to Proceed"** means a document authorizing discrete Services or Construction under a PSA or GSA.
- (q) **"Professional Services"** means services provided by any specifically trained or experienced person, firm, or corporation specializing in financial, economic, accounting, engineering, environmental, information technology, legal, architectural, public relations, right-of-way, or other specialized disciplines. Services may include the provision of a report, study, plan, design, specification, document, program, advice, recommendation, analysis, review, opinion, inspection, investigation, audit, brokering, presentation, or representation of the District before or in dealings with another party.
- (r) **"Professional Services Agreement (PSA)"** means a written agreement for the provision of Professional Services by a Consultant.
- (s) **"Proposal"** means a formal plan submitted by a Consultant that addresses the District's specifications, conditions, and other requirements. A Proposal may be provided in response to a Request for Proposal (RFP) or informal

request by the District.

- (t) **"Proposer"** means a Consultant that submits a Proposal.
- (u) **"Public Works Construction"** means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.
- (v) **"Purchase Order (PO)"** means a document issued by the District to a Consultant, Contractor, or Supplier for Goods and Services and indicates the description of work, and/or types, quantities, delivery requirements, and agreed prices for Services or Goods to be provided to the District.
- (w) **"Quotation (Quote)"** means a document setting out the cost for Goods or Services.
- (x) **"Request for Proposal (RFP)"** means a written request for the submission of a Proposal in accordance with specifications, conditions, and other requirements included in the request.
- (y) **"Request for Qualifications (RFQ)"** means a request for Consultants or Contractors to submit their qualifications to qualify them for a specific project or professional service.
- (z) **"Service(s)"** means the labor, intellectual property, or other work product provided by a Contractor or Consultant that is not tangible personal property.
- (aa) **"Supplier"** means a provider of Goods.

10.2 PROCUREMENT FOR PUBLIC WORKS CONSTRUCTION PROJECTS

10.2.1 BIDDING AND DOCUMENTATION FOR PUBLIC WORKS CONSTRUCTION SERVICES

The procurement of services for Public Works Construction projects shall be governed by the provisions of the California Public Contract Code. The District may procure services for Public Works Construction projects as authorized below:

- (a) Any procurement up to and including \$4,999:

- (1) No bid solicitation process is required.
 - (2) No Purchase Order is required.
 - (3) A Construction Services Agreement is required for the procurement of Services.
- (b) Any procurement over \$4,999 and up to and including \$34,999:
- (1) Requires an Informal Competitive Solicitation process with at least two competitive price Quotations. If two Quotes cannot be obtained, documentation shall be provided demonstrating that two or more Quotes have been solicited and supporting the finding that two Quotes cannot be obtained; and
 - (2) Requires a Purchase Order or Contract executed by an Employee with proper authorization as set forth herein in the section entitled "Approval and Signatory Authority."
- (c) Any procurement over \$34,999 is subject to the competitive bidding requirements under California Public Contract Code §20642 et seq., as applicable, and the following:
- (1) The following Formal Competitive Solicitation process:
 - (i) A call for public Bids shall be made by the Board of Directors.
 - (ii) At least one Bid solicitation notice (and more than one if so directed by the Board) shall be advertised in a local newspaper of general circulation or through a designated e-procurement platform utilized by the District.
 - (iii) Sealed bids will be publicly opened at a pre-determined date, time, and location.
 - (iv) Purchase Order or Contract will be awarded to the lowest responsive and responsible Bidder, except that the District always reserves the right to reject all bids.
 - (v) Consideration shall be given not only to the bid price, but also to the general competency of the Contractor for the performance of the work. A Contractor must submit information demonstrating that it is competent to manage the proposed project and carry it forward to a

successful conclusion, has professional integrity and honesty of purpose, and has sufficient financial resources to complete the project.

- (vi) Contracts shall not be awarded to any Contractor listed by the California Labor Commissioner as ineligible to bid, work on, or be awarded a public works project.
- (2) Requires a Purchase Order or Contract executed by an Employee with proper authorization as set forth in the section entitled "Approval and Signatory Authority."
- (d) Material Changes to a Contract require authorization under a Change Order. Approval and execution are subject to the thresholds established in the section entitled "Approval and Signatory Authority".
- (e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

10.2.2 BIDDING AND DOCUMENTATION FOR PROCUREMENT OR LEASING OF GOODS

The District may procure or lease Goods as authorized below:

- (a) Any procurement up to and including \$4,999:
 - (1) No Bid solicitation process is required; and
 - (2) No Purchase Order is required.
- (b) Any procurement over \$4,999 and up to and including \$49,999:
 - (1) Requires an Informal Competitive Solicitation process with at least two competitive price Quotations. If two Quotes cannot be obtained, documentation shall be provided demonstrating that two or more Quotes have been solicited and supporting the finding that two Quotes cannot be obtained; and
 - (2) Requires a Purchase Order executed by an Employee with proper authorization as set forth herein in the section entitled "Approval and Signatory Authority."
- (c) Any procurement over \$49,999 shall follow the procedures below:
 - (1) The following Formal Competitive Solicitation process:

- (i) At least one Bid solicitation notice shall be advertised in a local newspaper of general circulation or through a designated e-procurement platform utilized by the District.
 - (ii) Sealed Bids will be publicly opened at a pre-determined date, time, and location.
 - (iii) Purchase Orders will be awarded to the lowest responsive bidder, except that the District always reserves the right to reject all bids.
- (2) Requires a Purchase Order executed by an Employee with proper authorization as set forth in the section entitled "Approval and Signatory Authority."
- (d) Material Changes to a Contract require authorization. Approval and execution are subject to the thresholds established in the section entitled "Approval and Signatory Authority" and based on the final value of the Contract after the change is incorporated.
- (e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

10.2.3 BIDDING AND DOCUMENTATION FOR PROCUREMENT OF GENERAL SERVICES

The District may procure General Services as authorized below:

- (a) Any procurement up to and including \$4,999:
 - (1) No Bid solicitation process is required;
 - (2) No Purchase Order is required.
 - (3) General Services Agreement is required
- (b) Any procurement over \$4,999 and up to and including \$49,999:
 - (1) Requires an Informal Competitive Solicitation process with at least two competitive price Quotations. If two Quotes cannot be obtained, documentation shall be provided demonstrating that two or more Quotes have been solicited and supporting the finding that two Quotes cannot be obtained; and

- (2) Requires a Contract executed by an Employee with proper authorization as set forth herein in the section entitled "Approval and Signatory Authority."
- (c) Any procurement over \$49,999 shall follow the procedures below:
 - (1) The following Formal Competitive Solicitation process:
 - (i) At least one Bid solicitation notice shall be advertised in a local newspaper of general circulation or through a designated e-procurement platform utilized by the District.
 - (ii) Sealed bids will be publicly opened at a pre-determined date, time, and location.
 - (iii) Contracts will be awarded to the lowest responsive and responsible bidder, except that the District always reserves the right to reject all bids.
 - (2) Requires a Contract executed by an Employee with proper authorization as set forth in the section entitled "Approval and Signatory Authority."
- (d) Material Changes to a Contract require authorization. Approval and execution are subject to the thresholds established in the section entitled "Approval and Signatory Authority" and based on the final value of the Contract after the change is incorporated.
- (e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

10.2.4 EXCEPTIONS TO COMPETITIVE PROCUREMENT REQUIREMENTS

- (a) The following procurements are exempt from the competitive solicitation process: books, periodicals, advertising, seminars, conferences, travel, subscriptions, postage, utilities, bank charges, memberships, permits, and land.
- (b) The competitive solicitation process is waived for procurements where the required Good or Service is available from only one viable source (Good or Service provider). Negotiations shall be conducted with the provider of the Good or Service to achieve the most favorable

pricing terms of sale.

- (c) Competitive solicitation may be performed through cooperative procurement processes as set forth in the Public Contract Code sections 10298 and 10299.
- (d) The competitive solicitation process is not required when materials or services are necessary to respond to an emergency in accordance with Public Contract Code Section 20645 and the requirements of Section 22050 of the California Public Contract Code.
- (e) Competitive solicitation is not required for construction or maintenance work costing less than \$35,000 when it is not possible to clearly define the work scope in advance.

10.3 PROCUREMENT OF PROFESSIONAL SERVICES

- (a) Professional services contracts shall be entered into with Consultants demonstrating expertise and experience in the type of work to be performed and a proven history of high-quality work. Contracts will typically be for a “not-to-exceed” fee associated with a particular scope of work. Work for which it is not possible to define a scope in advance may be performed on a time-and-materials basis.
- (b) If it is in the best interest of the District, and at the full discretion of the General Manager and/or responsible department Manager, a Request for Proposal (RFP) or Request for Qualifications (RFQ) may be used to solicit proposals or qualifications from consultants.
- (c) The following criteria shall be used to qualify candidates for Professional Services:
 - (1) Specialized experience and technical competence of the proposer and its personnel considering the type of services required and the complexity of the project.
 - (2) The Consultant's familiarity with types of problems applicable to the project.
 - (3) Past record of performance on projects with the District, other governmental agencies or public bodies, and with private industry, including such factors as control of costs, quality of work, and ability to meet schedules.

- (4) The Consultant's capacity to perform the work (including any specialized services) within the time limitations and with proposed staff, considering the firm's current and planned workload.
- (5) The Consultant's level of financial responsibility.
- (6) Fee proposal for the proposed services.
- (7) Other key factors as appropriate for the type of service.

10.4 APPROVAL AND SIGNATORY AUTHORITY

- (a) In accordance with Ordinance No. 18, the General Manager has the authority to approve the following procurement-related contracts. All procurement contracts not listed below must be approved by the Board of Directors.
 - (1) Professional services contracts that are paid for on a time and materials basis and where the estimated value of the services does not exceed \$100,000 in any fiscal year, or that are paid for at a fixed scope and fee where the contracted fee does not exceed \$100,000;
 - (2) Public Works Construction contracts in amounts less than \$35,000;
 - (3) Materials procurement contracts in amounts less than \$100,000;
 - (4) Contracts for procurement of utility service such as electricity, telephone, natural gas, sewer, and water;
 - (5) All construction change orders in which each individual change to the work is both less than \$100,000 and less than 25% of the original construction contract amount; and
 - (6) All contracts of insurance including, without limitation, insurance policies and endorsements for general liability, workers' compensation, automobile, and health benefits for employees of the District;
 - (7) Contracts necessary to respond to an emergency in accordance with the requirements of Section 22050 of the California Public Contract Code.
- (b) The following Employees have the authority to make purchases and sign purchase orders, contracts, and notice-to-proceed letters up to the limits shown in the following table.

Deputy General Manager	\$49,999
Managers and Assistant Managers	\$34,999
Operations and Maintenance Supervisors, Project Managers, Facilities Coordinator, and Clerk of the Board	\$4,999

- (c) The following Employees have the authority to sign construction change orders in which each individual change to the work is within the limits shown in the following table and is less than 25% of the original construction contract amount.

Deputy General Manager	\$49,999
Manager of Engineering	\$34,999
Project Managers	\$4,999

- (d) All Contracts that exceed the authority listed Section 4(a) must be approved by the Board.
- (e) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

10.5 APPROVAL OF INVOICES

All invoices must be approved by the appropriate Manager. Managers can assign a designee to approve invoices if the Manager is out of the office and unable to complete the process; alternatively, the General Manager or Deputy General Manager has the authority to approve invoices on behalf of a Manager in their absence.

Managers may also, at their discretion, delegate authority to approve invoices based on the limits outlined in Section 10.4(b) of the Procurement Policy. If a Manager wishes to delegate this authority, written notification must be given to the Manager of Finance.

10.6 DISBURSEMENT OF FUNDS

All checks, wires and ACH transfers will be disbursed in a timely manner after approval by the General Manager or their designee. A monthly post-listing of payments including wires, ACH transfers, and checks, showing the payee, purpose, payment date, amount, the check number, and invoice number, shall be reviewed by the Treasurer and presented to Board of Directors at a public meeting.

10.67 CODE OF CONDUCT

- (a) No Director or Employee shall participate in the selection, award, or administration of a contract if a conflict of interest would be involved. Such a conflict would arise when the Employee or Board member, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the above, has a financial or other interest in the firm selected for award.
- (b) Directors and Employees will neither solicit nor accept gratuities, favors, or anything of value from contractors or consultants or potential contractors or consultants who might in any way benefit from a decision made or action taken by that Board member or Employee in the course of his or her duties.

10.78 PETTY CASH FUND

A petty cash fund of no more than \$1,400 shall be maintained in the Finance Department vault for the purpose of providing ready cash for small expenditures. Petty cash shall be disbursed in accordance with the District's procedure for expense reimbursements. Petty cash requests should be limited to less than \$100. The Manager of Finance, Deputy General Manager, or General Manager can authorize expenditure reimbursements above \$100. The petty cash fund will be reconciled and replenished on a monthly basis.

10.89 CREDIT CARDS

- (a) The District may acquire credit cards for use by Employees. The Manager of Finance will maintain a written log of credit cards. Employees who have credit cards will sign for these cards and be responsible for them.
- (b) Credit cards may be used to charge necessary supplies, equipment, services and authorized travel, food and lodging for the person in possession of the credit card and any/or another District Employee or Board Member.
- (c) Credit cards may not be used for personal benefit or non-District purposes.
- (d) Receipts for all credit card expenditures must be submitted to the Finance Department monthly with the credit card statement, including any documentation stating the purpose of the expenditure. For meals, documentation should include the purpose of the meal and the names and affiliations of the people present.
- (e) The following table sets the maximum limits on credits cards assigned to specific Employees and that may only be used by the designated Employee.

Issuance of credit cards is subject to the approval of the General Manager on a case-by-case basis. All of these are general purpose cards such as VISA or American Express:

Employee	Maximum Limit
General Manager, Deputy General Manager, Managers, Assistant Managers, and the General Services Supervisor	\$10,000

- (f) The following table sets forth the limits on credit cards for general use by Employees. Issuance of credit cards is subject to the approval of the General Manager on a case-by-case basis. These cards may only be used with the approval of the "Responsible Employee" as designated below and that Responsible Employee is also responsible for collecting receipts.

Type of credit card	Limit	Responsible Employee
General purpose card(s) for travel, meetings, and miscellaneous supplies	\$25,000	Clerk of the Board
Card for a home improvement store	\$5,000	General Services System Maintenance Supervisor

- (g) All invoices for general purpose credit cards shall be reviewed and approved by the General Manager. All invoices for credits cards from a home improvement store shall be reviewed and approved by a Manager and must comply with the procurement guidelines established above. In addition, the General Manager's credit card shall be reviewed and approved by the Board Treasurer, or in the absence of the Board Treasurer, by the Board President. Board approvals may be obtained by email.

- (h) Failure to comply with the rules for credit card use can result in disciplinary action and/or loss of credit card privileges.

10.910 NO COMMITMENT OF FUNDS FOR NON-DISTRICT PURPOSES

Neither Directors nor Employees shall obligate or commit District funds for the purchase of goods or services for personal or non-District related use, even if the Board Member or Employee reimburses the District for the incurred cost.

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10.1011 PREVAILING WAGES

All entities that contract with the District are required to comply with the provisions of the California Labor Code, including those relating to the payment of prevailing wage rates.

10.1112 GRANT COMPLIANCE

For procurements involving state or federal grant funding, all grant-required procedures shall be implemented and all grant-required language will be incorporated into bid documents, professional services agreements, equipment supply contracts, and construction contracts as needed.

PART 11 - SIGNING AUTHORITY

The authority to enter into and sign contracts and instruments for and on behalf of the District is delegated as provided in Ordinance No. 18 adopted by the District, as may be amended from time to time by the Board. The express authority delegated thereunder shall not restrict or otherwise limit the general authority of the Board to bind the District by contract or instrument as provided under applicable law, including, without limitation California Water Code Section 71300.

PART 12 - PERSONNEL MATTERS

12.1 EMPLOYEE HANDBOOK

The District's employment policies and procedures, including, without limitation, a description of certain Employee benefits and plans maintained by the District, are described in the District's Employee Handbook. Every Employee of the District shall be provided with electronic access to the most recent version of the Employee Handbook. Subject to applicable law, and any limitations contained in this Code, or any ordinance or resolution adopted by the Board, the Employee Handbook may be modified or amended from time to time by the General Manager.

12.2 EQUAL OPPORTUNITY EMPLOYER

The District is an equal opportunity employer. The District does not discriminate against qualified Employees or applicants because of race, color, religion, sex, sexual preference, sexual identity, pregnancy, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, military status, marital status, religion, exercise of reproductive rights, status as a cannabis user off-duty and away from the job, or any other characteristic protected by federal or state law or local ordinance.

12.3 HIRING AUTHORITY

The General Manager has the authority to employ, terminate, assign duties to, and direct the day-to-day activities of District Employees, except that the Board retains the authority to employ, terminate, and assign duties to the General Manager and District Counsel.

- (a) The General Manager has the authority to establish Employee job classifications and descriptions, subject to periodic review of overall personnel utilization by the Board.
- (b) To ensure fair and impartial Employee selection, supervision, promotion, and evaluation, the District reserves the right to reasonably regulate the employment of relatives in the same department or in the same chain of command. The General Manager reserves the right to approve in advance the hiring, promotion, or transfer of any person who is a relative of a current Employee and would work in the same department or within the chain of command of that Employee. If the General Manager determines that the marital or familial relationship between Employees creates difficulties for supervision, security, safety, or morale, the person shall not be hired, promoted, or transferred.

(c) For purposes of this Section 12.3, a “relative” includes any of the following:

- (1) spouse;
- (2) domestic partner;
- (3) brother, step-brother, brother-in-law;
- (4) sister, step-sister, sister-in-law;
- (5) parents, step-parents, parents-in-law;
- (6) children, step-children, son-in-law, daughter-in-law;
- (7) any other member of the Employee’s household.

12.4 EMPLOYEE CLASSIFICATION, COMPENSATION, AND NON-ELECTIVE BENEFITS

12.4.1 EMPLOYEE CLASSIFICATIONS AND DEFINITIONS

The District classifies Employees as follows:

“Temporary”: Temporary Employees are Employees hired on a temporary basis and paid on an hourly basis. Temporary Employees are not eligible for Employee benefits beyond the statutory benefits required by law. Examples of Temporary Employees include student interns, seasonal and summer Employees, and persons needed to fill-in for a temporary (i.e., less than six months) staffing need.

“Hourly”: Hourly Employees are Employees who are not Temporary Employees and are scheduled to work less than 40 hours per week. Hourly Employees are not eligible for Employee benefits beyond the statutory benefits required by law, except that they receive pay for Holidays as set forth herein.

“Regular”: Regular Employees are Employees scheduled to work an average of 40 hours per week on a continuing, indefinite basis. Regular Employees are entitled to the benefits as set forth herein, subject to eligibility under the applicable plan and applicable law.

“Operators”: Employees assigned ~~1)~~ on a permanent basis to work in the Operations Division, and ~~2)~~ assigned to work regular shifts exceeding eight hours the Water Distribution Operator, Water Treatment Operator, or Senior Water Treatment Operator job position.

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“Exempt and Non-Exempt”: All employees are non-exempt under the federal Fair Labor Standards Act (“FLSA”), including Project Managers in the Engineering department. Pursuant to the FLSA, Managerial employees, including the General Manager, Deputy General Manager, Executive Strategist, Managers, and Assistant Managers shall be paid on a salary basis and not accrue overtime.

“Workweek”: A workweek is a fixed and regularly recurring period of 168 hours consisting of seven consecutive 24-hour periods.

- (a) 5/40 Alternative Work Schedule - A 5/40 work schedule shall consist of five 8-hour days equaling 40 hours per workweek, with the workweek defined as beginning at 12:00 a.m. on Saturday and ending at midnight the following Friday.
- (b) 9/80 Alternate Work Schedule - The 9/80 work schedule is defined as beginning exactly 4 hours into the 8-hour shift on the day of the week that corresponds with the employee’s alternating regular flex day off.

Example: Friday On/Off:

Wk	F	Sa	S	M	T	W	Th	F	Total
1	0	0	0	9	9	9	9	4	= 40
2	4	0	0	9	9	9	9	0	= 40

- (c) 4/10 Standard Work Schedule - A 4/10 work schedule shall consist of four 10-hour days equaling 40 hours per workweek and is defined as beginning at 12:00 a.m. on Saturday and ending at midnight the following Friday.
- (d) The Operators workweek begins at 12:00 a.m. on Monday and ends at midnight the following Sunday.
- (e) The General Manager, or designated representative(s), shall be empowered to arrange work schedules in alternate time distributions provided that such alternate distributions are in the best interests of the District. All employees of the District are subject to call for emergencies that are inherent in the District’s responsibilities.

“Regularly Scheduled Workdays” are Monday through Friday except as follows:

- (a) A supervisor may assign an Employee to work on Saturday

and/or Sunday as regularly scheduled workdays if the Employee is allowed to take off an equivalent number of days from Monday to Friday. This action requires the Employee to work 40 hours within the defined 7-day workweek.

- (b) For Operators assigned to a 12-hour day or night shift, "Regularly Scheduled Workdays" are those days on which the Employee is assigned to work, as listed on the published monthly schedule.
- (c) For all employees except Operators, start and stop times may be changed by a supervisor with 12 hours' notice in order to meet District needs. Regular pay will apply to the hours worked and any overtime will be calculated as described in 12.4.2.1 Overtime.

"Workday": A workday, for purposes of overtime calculation, begins at the start of the Employee's regularly scheduled shift and ends 24 hours later.

12.4.2 EMPLOYEE COMPENSATION

- (a) Salary ranges for positions will be adopted by the Board ("Salary Schedule"). Any changes to the Salary Schedule must be approved in advance by the Board.
- (b) In December or January of each year, the General Manager shall recommend to the Board a percentage cost-of-living adjustment (COLA) based on the Federal Consumer Price Index Report for the 12-month period ending in November for the urban area in closest proximity to the District. Any COLA approved by the Board shall become effective January 1 and apply to salaries, tuition reimbursement amounts, special duty incentive pay, and daily standby pay. The COLA does not apply to the salary of the General Manager.
- (c) Each Employee's salary is subject to adjustment in accordance with their assigned salary increment in the range assigned to their position. At no time may an Employee's salary exceed the ranges established for their position in the Salary Schedule unless working out of class.

12.4.2.1 OVERTIME

The District will voluntarily pay daily overtime to certain non-exempt Employees as follows:

- (a) For Temporary, Hourly, and Regular Employees, overtime shall be paid to all nonexempt Employees at a rate equivalent to 1 1/2 times the hourly rate for work in excess of their regularly scheduled work shift, but less than 12 hours, in any one day. Overtime shall be paid to all non-exempt Employees at a rate equivalent to two times the hourly rate for work in excess of 12 hours in any day. Overtime of time and one-half will be paid for all hours worked up to eight on any day which is not one of the Regularly Scheduled Workdays. In addition, double-time will be paid for all hours worked in excess of eight hours on any day that is not one of the Regularly Scheduled Workdays.
- (b) Double-time is paid for all hours worked over 12 in a Regularly Scheduled Workday.
- (c) For Temporary, Hourly, and Regular Employees, in instances when approved work hours are continuous into the next workday, the calculation for overtime or double-time will continue to the advantage of the Employee.
- (d) For Operations, overtime will be paid only when the number of hours paid at the regular rate exceeds 40 in a workweek. Double-time will be paid when the Operator works in excess of 12 hours in one shift.
- (e) No Employee will be paid both daily and weekly (or pay period) overtime for the same overtime hours worked.
- (f) Overtime compensation shall not be included in calculating the Employee's regular rate of pay.

12.4.2.2 COMPENSATORY TIME OFF

Compensatory time off ("Comp Time") for non-exempt Employees is allowed in lieu of a cash payment for overtime work as long as it is provided or paid at a rate no less than one and one-half hours for each overtime hour worked.

- (a) Employees may not accrue combined Comp Time and annual leave in excess of the amounts set forth in the section of this Code entitled "Annual Leave."

- (b) An Employee who has reached the maximum accrual amount will be paid overtime compensation for any additional overtime work at the applicable overtime rate when it is incurred.
- (c) Upon termination of employment, Employees shall be entitled to cash payment for unused Comp Time credit accumulated prior to the separation date.
- (d) Exempt Employees do not accrue Comp Time for overtime worked. To calculate sick or Annual Leave time used by an Exempt Employee, the sick time and/or Annual Leave time used will be the difference between total hours in a pay period and total hours worked in that pay period.

12.4.2.3 HOLIDAY PAY

The District shall pay holiday pay for District Holidays (as defined in this Code) as follows:

- (a) Regular Employees who do not work on the District Holiday will receive regular pay for their regularly scheduled work hours. Regular Employees who work on the District Holiday will be paid at the applicable overtime rate for any hours worked up to eight and double-time for hours more than eight hours worked on the District Holiday.
- (b) Hourly Employees who do not work on the District Holiday will receive four hours of regular pay. Hourly Employees who work on the District Holiday will be paid at the applicable overtime rate.
- (c) Operators who do not work on the District Holiday will receive eight hours of regular pay. Operators who work on the District Holiday will receive 8 hours of regular pay for the District Holiday and be paid at the applicable overtime rate.
- (d) Temporary Employees who do not work on the District Holiday will not receive any pay for that District Holiday. Temporary Employees who work on a District Holiday shall be paid their regular rate of pay.
- (e) When a holiday falls on a weekend and the day off is scheduled for a Friday or Monday, an Employee will receive pay for one but not both days as described above.

12.4.2.4 STANDBY STATUS

The Manager of Operations and Maintenance may assign any Employee standby status outside of his or her regular duty schedule. Standby status does not restrict the Employee other than to require Employee to respond by telephone to a telephone/beeper notice within 20 minutes and to arrive at the site of the emergency within one hour of the original time notified. Employees will receive a per diem payment for each day they are assigned on-call duty.

12.4.2.5 CALL-BACK PAY

Employees may occasionally be requested to dispatch to a District facility before or after their regularly scheduled hours. The responding Employee will receive a minimum of two hours of overtime pay each time the Employee is dispatched. The Employee's call-back paid time begins when he or she leaves home to perform the work or logs into the District servers if doing the work remotely and the paid time stops when he/she returns home or logs out of the District's servers, excluding any time for personal errands. For call-backs that flow continuously into a regularly scheduled shift, the call-back is measured from the time the Employee leaves home until the time his or her regular shift begins. All time worked as part of a call-back period will be paid at the overtime rate unless, with supervisor approval, the Employee uses the call-out hours to complete his or her Regularly Scheduled Workday.

12.4.2.6 SHIFT DIFFERENTIAL PAY

Shift differential pay will be calculated on the Employee's Hourly Rate and only in increments of 15 minutes. Shift differential pay will apply only to pay (not benefits) for actual hours worked and will not apply to the use of earned compensatory time, leave, or holidays not worked.

- (a) For Operators, in addition to his or her regular compensation, an Employee will be entitled to receive a shift differential payment of ten percent of the Employee's regular rate of pay if (1) they work between the hours of 7 p.m. and 7 a.m. (2) the hours worked were requested by a supervisor or manager and not by the Employee or for the Employee's convenience.
- (b) For all other staff, in addition to his or her regular compensation, an Employee will be entitled to receive a shift

differential payment of ten percent of the Employee's regular rate of pay if (1) they work between the hours of 7 p.m. and 6:30 a.m. (2) the hours worked were requested by a supervisor or manager and not by the Employee or for the Employee's convenience.

12.4.2.7 DISCRETIONARY BONUS

- (a) The General Manager has the sole discretion to approve or disapprove a discretionary, performance-based bonus of up to 3% of an Employee's total compensation during the year preceding his or her annual performance review. Total compensation is calculated as all District paid regular pay, overtime pay, and shift differential pay for the employee's position. An Employee is only eligible for a bonus after he or she has attained the highest proficiency level at his or her position on the Salary Schedule.
- (b) At the Employee's request and subject to accrual limits described herein, the bonus may be converted to Annual Leave. The conversion shall be calculated at the Employee's current salary rate, that is, the amount an Employee is paid for one hour of work shall be converted to one hour of Annual Leave.

12.4.2.8 SPECIAL DUTY INCENTIVE PAY

Employees assigned to serve on the Hazardous Materials Team are eligible to receive special duty incentive pay at the time of their annual performance review. If the Employee served in this capacity for less than 12 months prior to their review, the incentive pay will be prorated for the time the employee was assigned. Selection for these assignments must be voluntary, a vacancy must exist, and the Employee must be approved by the General Manager.

12.4.2.9 TEMPORARY PROMOTION

For the purposes of this Section, a temporary promotion is the full-time performance of most of the significant duties of a position in one classification by an individual in a lower classification. The temporary promotion will be reflected in the Employee's annual performance evaluation.

An Employee who is temporarily promoted for a period of at least 3 consecutive weeks shall receive additional pay equal to a three-step salary increase or an 8.25% salary increase, whichever is higher, not to

exceed the salary range maximum of the higher classification. With the exception of medical leave, a position shall not be filled by a temporary promotion for more than 12 months, except by mutual agreement of the parties.

12.4.3 RETIREMENT BENEFITS

- (a) The Board has approved retirement benefits by contract with CalPERS.
 - (1) For Employees who were hired prior to January 1, 2013 or employees hired after January 1, 2013 who qualify under the CalPERS definition of a "Classic" employee, the contract provides a benefit of 2% of salary at age 55 with the final average compensation period of 36 months.
 - (2) For Employees who were hired after January 1, 2013 and do not qualify under the CalPERS definition of a "Classic" employee, the contract provides a benefit of 2% of salary at age 62 with the final average compensation period of 36 months.
- (b) Where the law allows, the District provides that the normal member contributions are paid by the District to CalPERS on behalf of the Employee. These contributions are reported as additional compensation under the provisions of the Government Code Section 20691.
- (c) If an employee gives his or her Supervisor or Manager written notice of their intent to retire more than six months from the planned retirement date, he or she shall be entitled to a bonus of \$1,000 payable in their final paycheck. To qualify for the incentive, the employee must separate from the District on the date specified in the written notice of retirement.
- (d) Retirement benefits are subject to laws governing the CalPERS system.

12.5 ELECTIVE BENEFITS

Elective benefits apply only to Regular Employees. Where "Employee" or "Employees" are referenced in this section, it shall mean "Regular Employee" or "Regular Employees."

Notwithstanding anything to the contrary provided herein, the Board, in its discretion, may change, modify, or discontinue altogether one or all of the elective benefits described herein or otherwise provided by the District.

12.5.1 MEDICAL PLANS

12.5.1.1 GENERAL

The District will maintain membership in at least one group health plan (hereinafter "group plan"), as selected and approved from time-to-time by the Board. Each eligible Employee may participate in a group plan upon completion of the minimum amount of service established by the group plan.

12.5.1.2 DEFINITIONS

For the purposes of Section 12.5.1:

"CalPERS" means California Public Employees Retirement System.

"Eligible Member" or **"Member"** means a Regular Employee, retired Employee, and their dependents. It may also include present and past Board Members within the limits of prevailing law.

"Dependent" means the spouse or registered domestic partner and all dependent children eligible for coverage under the group plan.

"Hourly Rate" means the Employee's annual salary divided by 2,080 hours.

"Retiree" means an Eligible Member at least fifty years of age who has met the eligibility requirements of the District's retirement system, has applied for CalPERS retirement payments to begin at the time that they left employment at the District, and is receiving or is eligible to receive a retirement stipend.

"Level of Enrollment" means the appropriate level of health insurance coverage: single-party, two-party, or family.

"Style of Coverage" refers to the type of coverage either Health Maintenance Organization (HMO) or Preferred Provider Organization (PPO).

12.5.1.3 MEDICAL BENEFITS FOR ACTIVE EMPLOYEES

It is the intent of the District to ensure that medical benefits are available to all Eligible Members. To that end, the following guidelines are provided:

- (a) For Employees, the District will pay the full cost of medical insurance premiums of health plans available to the District through CalPERS. The coverage will include the Employee and all dependents allowed by the CalPERS Health Benefit program. Employees may change the Level of Enrollment and Style of Coverage as allowed by the enrollment rules published by CalPERS.

12.5.1.4 MEDICAL BENEFITS FOR RETIRED EMPLOYEES

The District provides the following medical benefits for Retirees:

- (a) Continuing medical insurance coverage after retirement for Employees and their dependents is subject to the laws governing the CalPERS medical program. Employees must meet the requirements established by CalPERS to be eligible to receive this coverage under the District's health insurance plan.
- (b) Regardless of date of hire, if a Retiree or his or her dependent chooses to participate in the District's CalPERS medical insurance coverage and such Retiree or dependent is qualified to do so, the District pays the Minimum Employer Contribution as defined in Section 22892 of the Public Employee Medical and Hospital Care Act directly to CalPERS. It is the responsibility of the Retiree or dependent to pay CalPERS directly for the remainder of the cost of the medical insurance.
- (c) Coverage for Retirees is subject to the following added condition: when a Retiree attains Medicare eligible age, they must enroll in and retain both Parts A and B of Medicare in order to continue coverage in a Medicare Supplement group plan offered by a District-authorized carrier.
- (d) If a Retiree or his or her dependents choose to participate in the District's CalPERS health insurance coverage and are qualified to do so, the District will reimburse them for the cost of health insurance as follows.
 - (1) For Retirees hired as Employees by the District before July 1, 1995 who have worked at the District for five contiguous years, the District will reimburse them for the

total cost of health insurance premiums for the Retiree and any qualified dependents. Upon the death of the Employee, the District will continue to reimburse the Employee's dependents for their health care premiums as long as they are allowed to remain insured under CalPERS rules and regulations.

- (2) For Retirees hired as Employees by the District on or after July 1, 1995 and before January 1, 2013 who have worked at the District for 12 contiguous years, the District will reimburse them for the total cost of the health insurance premium for the Retiree only (no dependents). Upon the death of the Employee, the District will continue to pay the current CalPERS health insurance plan Minimum Employer Contribution for the Employee's dependents as long as they are allowed to remain insured under CalPERS rules and regulations.
 - (3) For Retirees hired as Employees by the District on or after January 1, 2013, the District will provide no direct reimbursement for the cost of health insurance. The District will only be responsible for the CalPERS health insurance plan Minimum Employer Contribution. Upon the death of the Employee, the District will continue to pay the current CalPERS health insurance plan Minimum Employer Contribution for the Employee's dependents as long as they are allowed to remain insured under CalPERS rules and regulations.
- (e) Employees hired on or after January 1, 2013 shall participate in a Health Savings Account Plan (HSA) designed to provide reimbursement of Qualified Medical Expenses upon retirement. "Qualified Medical Expenses" are those expenses authorized under the provisions of Section 213(d) of the Internal Revenue Service Tax Code.
- (1) The District's monthly contribution to an Employee's HSA plan will be revised annually on January 1st and will be based on the following calculation:

50% of the then-current maximum monthly premium for a single party HMO or PPO available from CalPERS

Minus

*the then-current CalPERS health insurance plan
Minimum Employer Contribution.*

- (2) Employees shall be fully vested for all District contributions made on their behalf after one year of employment at the District. If an Employee works for the District for less than one year, the funds in his or her HSA Plan shall revert to the District.

12.5.2 DENTAL AND VISION PLANS

The District will maintain membership in a group dental and vision plan, as selected and approved by the Board, subject to the following:

- (a) For Employees, the District will pay the full cost of dental and vision insurance. The coverage will include the Employee and all dependents allowed by the insurance plan.
- (b) Each Eligible Member may participate in these plans upon completion of the minimum amount of service established by the group plan.
- (c) The District does not pay for either dental or vision benefits for any Retiree. Retirees are eligible under the provisions established through Consolidated Omnibus Budget Reconciliation Act (COBRA) to continue their coverage.

12.5.3 DEFERRED COMPENSATION PLAN

Employees of the District may defer portions of their compensation pursuant to the provisions of Section 457 of the Internal Revenue Code. Deferred compensation plans shall be approved by the Board by resolution or contract.

12.5.4 FLEXIBLE SPENDING ACCOUNTS

Employees may annually contribute to flexible spending accounts (IRS 125 Plan) maintained by the District. An Employee may contribute the maximum allowed by law in any plan year to a "Dependent Daycare Account" and/or an "Unreimbursed Medical Expense Account." Flexible spending accounts are subject to the provisions of prevailing tax law regarding limitations, administration and disbursements.

12.5.5 EMPLOYEE ASSISTANCE PROGRAM (EAP)

To help maintain the well-being of its Employees, the District has established an Employee Assistance Program (EAP) that provides assessment and referral when problems of a personal nature affect the Employee's life and work. Participation in the Program shall be confidential and shall not be grounds for discipline.

12.5.6 LIFE INSURANCE PROGRAM

The District provides each Employee with limited Life Insurance and Accidental Death and Dismemberment Coverage in the amount of \$100,000. This coverage is provided at no cost to the Employee. This coverage amount may be reduced after Employees reach a certain age due to limitations in the insurance policy. Additionally, Employees have the option to, at their own expense, purchase additional insurance for themselves and their dependents.

12.5.7 HOLIDAY TIME

- (a) Employees are entitled to leave of absence without loss of pay on the following designated holidays ("District Holidays"): January 1st; Martin Luther King, Jr.'s Birthday; President's Day; Memorial Day; July 4th; Labor Day; Veteran's Day; Thanksgiving Day; the day following Thanksgiving Day; and December 25th.
- (b) If a District Holiday falls on Sunday, the following Monday is a holiday. If a holiday falls on Saturday, the preceding Friday is a holiday.
- (c) If a holiday falls on an employee's flex day off, the employee will receive 8 hours of Comp Time to be used in accordance with the rules set forth in Section 12.4.2.2 of the Administrative Code.

12.5.8 FLOATING TIME OFF

- (a) Employees shall be credited with 16 hours of floating time off each calendar year. The time will be credited in January each year.
- (b) Floating time off must be used during the calendar year in which it is credited. Unused floating time off will not be carried forward to the next calendar year.
- (c) New Employees are credited with eight hours of floating time off if hired on or after July 1st and credited with 16 hours of floating time off if hired before July 1st.
- (d) Any accrued but unused floating time off is paid to the Employee upon

termination of employment.

12.5.9 ANNUAL LEAVE

- (a) Employees begin to accrue annual leave from the date of hire. Thereafter, for continuous service, annual leave credit shall be earned at the following rates:
 - (1) Employment start through 48 months, 8 hours per month;
 - (2) 49 through 108 months, 10 hours per month;
 - (3) 109 through 168 months, 12 hours per month;
 - (4) 169 through 240 months, 14 hours per month;
 - (5) Over 240 months, 14.66 hours per month.
- (b) To attract experienced candidates for key positions, the General Manager may, for the purposes of calculating annual leave only, credit a new Employee with additional years of employment at the District commensurate with that Employee's relevant work experience.
- (c) Unused leave credit shall be accumulated and carried forward from month-to-month. An Employee may accrue up to 480 hours of annual leave and Comp Time combined. Once an Employee's accrual balance reaches that limit, the Employee will no longer accrue additional leave.
- (d) Twice each year the District will offer Employees an option to convert annual leave and earned Comp Time into a cash payment. In the case of financial hardship, the conversion may be done at other times with the approval of the General Manager.
 - (1) For each hour of time converted, the Employee will receive cash in the amount of his or her current Hourly Rate of pay, less applicable taxes.
 - (2) In order to qualify for this conversion, the Employee must:
 - (i) Have taken at least 80 hours of annual leave time and/or Comp Time off during the preceding 12 months, and
 - (ii) Have at least 80 hours of combined annual leave and Comp Time remaining in his or her accrual after the conversion has been completed.

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The General Manager can waive these requirements if the employee submits a request to the General Manager in writing outlining why they were not able to meet the requirements.

- (e) Upon termination of employment, Employees shall be entitled to cash payment for unused annual leave credit accumulated prior to the separation date.
- (f) The District reserves the right to deny annual leave time if it would result in a payment beyond the normal salary payment for any pay period.

12.5.10 PAID SICK LEAVE

- (a) Sick leave for pay credit shall be accumulated at the rate of four hours of leave for each pay period of employment.
- (b) Sick leave credit shall be accumulated and carried forward from month to month.
- (c) If an Employee retires from the District, unused accumulated sick leave may be converted to additional CalPERS service credit based on the guidelines established under the District's CalPERS contract. Unused sick leave is not otherwise compensable.
- (d) There is no limitation on the number of accumulated sick leave hours.
- (e) The purpose of sick leave is to allow an Employee to fill in the hours needed to receive a full salary payment for any pay period. The District reserves the right to deny the payment of sick time if the payment would increase the amount of pay received beyond the normal salary payment for any pay period. "Denial of use" means that the Employees' sick leave account would not be reduced, and the time requested would not be paid.
- (f) Upon termination of employment, Employees are not entitled to cash payment for unused sick leave.
- (g) To aid an Employee when they or a family member has a serious or catastrophic illness or injury, sick leave may be transferred from one or more Employees to the affected Employee, subject to the following conditions:

- (1) The illness must qualify the receiving Employee for time off in accordance with the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA).
- (2) Sick leave shall be transferred on an hour for hour basis, and the transferring Employee must have at least 240 hours of sick leave remaining after the transfer has been completed.
- (3) The transfer may not be made from any Employee to an Employee who signs his or her annual performance reviews.
- (4) The donation request must be made in writing by the transferring Employee.
- (5) The donation is subject to the approval of the General Manager and may be denied at his or her sole discretion.

12.5.11 DISTRICT HOUSING

The District may lease District-owned residences at Lake Bard to certain Employees subject to certain qualifications and duties as specified in the lease.

The District will ensure that the leased residence is properly maintained and repaired promptly. It is the responsibility of the Employee leasing District housing to inform the Manager of Operations and Maintenance of any maintenance or repair issues as soon as possible and to maintain the property in a clean and sanitary condition, avoiding damage beyond normal wear and tear. Both the District and the Employee leasing District housing are responsible for maintaining the property's condition through their respective duties, as outlined in the lease agreement. Additionally, the District will conduct an annual inspection of the property's condition and provide a report to the Board.

12.5.12 PROFESSIONAL DUES

The District will pay for the renewal of professional dues for Employees when such dues are related to their fulfillment of duties for the District pursuant to authorization by the General Manager.

12.5.13 TUITION REIMBURSEMENT

To encourage training and professional career advancement, the District may reimburse the costs of tuition, registration, books, and laboratory and parking fees subject to the following terms and conditions.

- (a) Coursework must be related to the Employee's present position with the District or be expected to provide the District with future benefit. Notwithstanding the foregoing, courses not related to the Employee's present position with the District, or which are not expected to provide the District with future benefit, but are required to complete an approved degree, may qualify for reimbursement. Such courses must be approved in advance by the General Manager.
- (b) The maximum rate of reimbursement for tuition costs will be limited to maximum reimbursable amounts per quarter unit or semester unit. The rate of reimbursement is adjusted annually in accordance with the procedure described herein in Code Section 12.4.2(b).
- (c) Coursework is limited to 12 units per quarter or semester, as applicable.
- (d) In order to be eligible for reimbursement, the Employee must successfully complete all coursework for which reimbursement is to be paid with a grade of "C" or better or a passing grade if students are graded only on a "pass or fail" basis.

PART 13 - SPONSORSHIP POLICY

The District intends to participate in, and/or provide funding or in-kind contributions to, eligible organizations and events whose program goals are consistent with that mission. This Policy provides guidance for the District's expenditure of public funds on sponsorship requests and requires consideration of the District's mission, the nature of the proposal, and the District's marketing needs when evaluating any request. The financial management and transparency of any organization receiving a sponsorship are also factors which are evaluated under this Policy to ensure that Calleguas's contributions are being used appropriately.

13.1 SPONSORSHIP

Sponsorship is defined as an agreement or arrangement between the District and a not-for-profit organization, government agency, or an organization hosting a charitable program (where the format involves informing the public about the District), where the organization receives either money or a benefit-in-kind for an event or program. In exchange for such a sponsorship, the District receives publicity or other benefits that further the District's mission. This policy does not apply to memberships, event registrations, or co-funding agreements for water use efficiency projects.

13.2 CRITERIA FOR ELIGIBILITY

The District may approve, at its absolute discretion, a sponsorship request that illustrates the nexus between the requested sponsorship and one or more of the following Criteria for Eligibility:

- (a) Raising public awareness on issues related to the District's mission.
- (b) Building key stakeholder and community relationships to further the District's mission.
- (c) Promoting collaboration with regional partners to further the District's mission.

Examples of sponsorships which may be funded include, but are not limited to, the following:

- (a) Water conferences
- (b) Chamber of commerce events which feature the District or address topics within the mission of the District
- (c) Water-related educational programs

13.3 PROCEDURE

All requests for District sponsorships will be made in writing and submitted to the General Manager's office. Requests may come from staff, Directors, or outside organizations and must contain the following information:

- (a) Name of the person requesting the sponsorship.
- (b) Name of the organization to receive the sponsorship.
- (c) Mission or purpose of the organization.
- (d) Name, e-mail, and phone number of a contact representative for the organization.
- (e) A description of the project, program, or event, and how it fulfills Criteria for Eligibility established by this Policy.
- (f) Contribution amount being requested from the District.

All sponsorship requests must be submitted with adequate time for review and processing.

13.4 CERTIFICATION OF ORGANIZATION

If the total of all sponsorships for a single organization will be \$5,000 or more in any fiscal year, the organization must be certified by the District's Sponsorship Committee. Contributions less than \$5,000 may be approved by the General Manager.

In order to be certified the organization will need to provide:

- (a) Proof of good standing/qualification in California and as a nonprofit recognized by the Internal Revenue Service.
- (b) Financial statements for the three years preceding the request.
- (c) Form 990 tax returns for the three years preceding the request.
- (d) A pro-forma budget for the current year.
- (e) A list of responsible directors and their contact information.
- (f) Such consultant, employment, and contractor agreements for goods and services as may be requested by the District's Sponsorship Committee to support its certification review of items (1) - (5) above. Redaction of personally identifiable information is permitted.

If approved, certification will be required once every three years. The certification process will be performed on an as needed basis to respond to requests, by scheduling a meeting of the Sponsorship Committee. Similarly, the Sponsorship Committee can choose to reconsider certification and decertify an organization at any time in response to a request by a Committee or Board Member.

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13.5 APPROVAL PROCESS

The District Sponsorship Committee, consisting of two Board members with support from the General Manager and the Manager of Finance, will review sponsorship requests.

Sponsorship requests will be reviewed and approved as follows:

- (a) Sponsorships of \$5,000 or more will be reviewed and approved annually by the Sponsorship Committee and included in the annual budget.
- (b) If required, the Sponsorship Committee will request and review submitted information to determine the certification status of the organization under this Policy.
- (c) Certification, recertification, and decertification can be performed at any time over the course of the fiscal year, as necessitated by requests by organizations requesting sponsorship, Committee Members, and Board Members.
- (d) Contributions less than \$5,000 may be approved by the General Manager.

No matter how worthy the cause, the District is prohibited by the California Constitution from making outright "donations" (i.e., an outright gift, made without any expectation of tangible or other value being returned) of public funds or property to be used strictly for charitable or similar purposes.

PART 14 – LEGISLATIVE ADVOCACY

These Legislative Advocacy Procedures (Procedures) are intended to guide 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”) 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.

14.1 PRINCIPLES

- (a) 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 by California Government Code Section 54964, 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 under California Government Code Section 53060.5.
- (b) 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 Priorities.
- (c) 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 on issues that fall within Board adopted Priorities.
- (d) 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.

- (e) Generally, the District will not address matters irrelevant to the District's services, such as social issues or international relations issues.

14.2 PROCEDURES

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

- (a) 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:
 - (1) The position recommendation is consistent with the adopted Priorities.
 - (2) The position recommendation is approved by the Board of Directors.
 - (3) The position recommendation is approved by the Public Engagement, Communication, and Legislative Affairs Committee.
- (b) 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 administration by staff of the appropriate form of advocacy based upon circumstances specific to the situation.
- (c) If a chosen course of action involves legislative position letters, the letters shall state the District's position, as follows:
 - (1) A "support" position means legislation in this area advances the District's goals and priorities.
 - (2) An "oppose" position means legislation in this area could potentially harm the District, negatively impact or undo District initiatives, or does not advance the District's goals and priorities.
 - (3) Positions of "support if amended" or "oppose if amended" may also be communicated, along with specific suggestions for changes in the legislation.
 - (4) Legislation shall be prioritized according to the following categories:
 - (i) Priority 1: Bills given a "1" priority are of significant concern because they have a major importance, directly impact the District and / or its member agencies, and /or set a critical precedent. These

bills receive comprehensive advocacy, which will include one or more of the courses of action described in Section 2.

- (ii) Priority 2: Bills given a “2” priority are of concern because they may have an impact on the District and / or its member agencies, and / or may set a negative precedent. These bills generally will merit advocacy through District letters and / or coalition efforts.
 - (iii) Priority 3: Bills given a “3” priority are of some concern, but are determined to be a lower priority for District resources. These bills will generally be monitored by staff without incurring direct advocacy.
- (d) The General Manager shall retain the authority to sign position letters on behalf of the District without seeking Board approval.
 - (e) The General Manager or designee may also provide a letter of concern or interest regarding a legislative issue without taking a formal position.
 - (f) Periodically, staff shall submit a report summarizing advocacy activity to the Board of Directors. This report shall include the following:
 - (1) A list of the bills evaluated.
 - (2) A summary of the potential impact of the bill on the District and / or member agencies.
 - (3) A summary of the bills on which Calleguas has engaged in written advocacy since the previous report, plus copies of letters submitted.

RAUL AVILA, PRESIDENT
DIVISION 1

REDDY PAKALA, SECRETARY
DIVISION 3

SCOTT H. QUADY, DIRECTOR
DIVISION 2



THIBAUT ROBERT, VICE PRESIDENT
DIVISION 4

JACQUELYN MCMILLAN, TREASURER
DIVISION 5

KRISTINE MCCAFFREY
GENERAL MANAGER

BOARD MEMORANDUM

Date: July 2, 2025

To: Board of Directors

From: Kristine McCaffrey, General Manager

Subject: Item 7.A – Discussion Regarding California Special Districts Association Board of Directors Elections

Objective: Participate in and support the California Special Districts Association (CSDA) by voting for a representative from the Coastal Network for the CSDA Board of Directors.

Recommended Action: Select a candidate for Coastal Network Representative on the CSDA Board of Directors.

Budget Impact: None.

Discussion: The following are candidates for the Coastal Network Representative on the CSDA Board of Directors for the 2026-2028 term:

- Scott Duffield, Heritage Ranch Community Services District
- Brad Imamura, Marina Coast Water District
- Brett Marymee, Santa Ynez River Water Conservation District

Each special district can vote for one candidate.

Attachments

- Candidate Statements

Scott Duffield Candidate Statement for CSDA Board (2026-2028 Term)

I am honored to seek re-election to the CSDA Board of Directors, representing the Coastal Network. With eight years of service as General Manager of Heritage Ranch Community Services District and over two decades of experience in county government, I bring a strong foundation in public service, infrastructure management, and collaborative leadership.

Currently serving on the CSDA Board, as well as the Member Services and Professional Development Committees, I am deeply committed to advancing the mission of CSDA and strengthening resources for special districts across California. In addition, my role as Vice President of the San Luis Obispo County Chapter allows me to engage even more directly with local agencies to promote education, advocacy, and support for public service professionals.

My career as a registered civil engineer and now General Manager, has given me extensive experience in water management, community planning, and intergovernmental partnerships. From participating in statewide associations like the American Water Works Association to serving on advisory committees for key water resource projects, I have consistently worked toward sustainable solutions that benefit local communities.

I am dedicated to ensuring CSDA continues to thrive as an essential advocate for special districts, equipping them with the tools to navigate challenges and drive innovation. I look forward to the opportunity to continue serving and collaborating with fellow leaders in strengthening our collective impact.

My family and I live in the community of Templeton in San Luis Obispo County in this most beautiful Coastal Network.

Thank you for your consideration.

-scott



California Special
Districts Association
Districts Stronger Together

2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Brad Imamura

District/Company: Marina Coast Water District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 2 years 4 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attended the annual CSDA conference in Monterey.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

City of Marina budget workshops.

4. List civic organization involvement:

Monterey County elections office - volunteer poll worker.

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

Brett Marymee Candidate Statement for the Coastal Network CSDA Seat B

I seek to represent the CSDA Coastal Network Seat B, bringing a unique and diverse professional background that combines expertise in aerospace and government.

As an engineering executive, systems engineer, manager, and rocket scientist, I have a strong technical foundation that has equipped me with the problem-solving skills and leadership experience needed to succeed in this role. My career in the aerospace industry has refined my ability to tackle large-scale, high-stakes projects—skills that are essential in effective governance with the CSDA board.

Besides my technical background, I have extensive elected board experience in local and county government. I am currently Vice-President of the Santa Ynez River Water Conservation District (SYRWCD), having been elected to my third four-year term. I served as Chair of the Santa Barbara County Eastern Management Area Groundwater Sustainability Agency (GSA) for six years, where I played a key role in the development and approval of the Groundwater Sustainability Plan (GSP) by the state. Through these roles, I have successfully collaborated with various member agencies, including the City of Solvang and the County of Santa Barbara, to navigate complex, multi-stakeholder processes.

My dedication to public service is evident in my commitment to the governance of water resources and community services in the Santa Ynez Valley. If elected, I will focus on expanding the CSDA's reach, specifically by working to add chapters in Santa Cruz and San Benito counties, ensuring that the needs of these communities are well represented.

I appreciate your consideration and respectfully solicit your vote. With your support, I will bring my experience, leadership, and commitment to public service to the CSDA Board and continue working toward effective and sustainable solutions for California.

Learn more at www.brettmarymee.com and LinkedIn: <https://www.linkedin.com/in/j-b-marymee-1101b3101/>

General Manager's Monthly Status Report to the Board of Directors

CALLEGUAS**MUNICIPAL WATER
DISTRICT**

Assistant Operations Supervisor David Hernandez and Senior Maintenance Crew Leader Jarred Uribe completed an inspection of one of the filters in the Lake Bard Water Filtration Plant.

Report for June 2025 Activities

Water Resources Implementation Strategy (WRIST)

1. The remaining outstanding comments on selected portions of the report were received from regional partners. Now that those comments are in hand, the consultant team is finalizing the Phase 1 report. Progress continues on the “No Regrets” actions, including project and partnership development, planning studies, and interagency coordination. The draft Request for Proposals for a consultant to perform a regional desalter study was circulated to the interested purveyors for review and comment.

Water Policy and Strategy

2. The Metropolitan Water District of Southern California (Metropolitan) Board of Directors considered the following issues of particular relevance to the District. Agendas, background materials, live streaming meetings, and video archives for all of the Metropolitan Board and Committee meetings may be accessed through the Metropolitan website, <https://mwdh2o.legistar.com/Calendar.aspx>.
 - Process to Select General Manager – The Metropolitan Board selected Bob Murray & Associates to support the recruitment effort. They will perform a preliminary inquiry and evaluation of the candidates to develop a short list for the Board’s consideration. The Board plans to conduct interviews in July with a selection of the General Manager in August/September.
 - Treated Water Cost Recovery and Business Model Refinements — The Metropolitan Finance, Affordability, Asset Management, and Efficiency Committee received the recommendations of the Member Agency General Managers’ Ad Hoc Working Group on financial business model refinements. The recommendations were developed through a series of 13 workshops held since May 2024. The workshops included broad member agency participation with extensive involvement of Calleguas’s General Manager, Executive Strategist, and Manager of Finance. The working group recommendations addressed treated water cost recovery alternatives, reserve policy refinements, water demand projections, and other fixed revenues. Calleguas and its retail purveyors were strong advocates of modifying the treated water rate to reflect the relative costs and benefits of those that use Metropolitan’s treated water capacity. After extensive discussion, Calleguas and 17 other member agencies agreed to support a rate alternative that would allocate peaking and standby capacity based on annual usage. The Los Angeles Department of Water and Power (LADWP) was the only member agency favoring another alternative; several member agencies did not voice a preference. LADWP preferred an alternative that would place more cost recovery on a maximum summer peak day that doesn’t coincide with their peak usage. The reserve policy refinements would clarify the proper use of reserves and adjust water sales budget assumptions to better protect against hard-to-predict sales swings. This would protect reserves and attenuate rate volatility. The recommendations are anticipated to

return to the Board for potential action in July or August to set the parameters to begin developing Metropolitan's fiscal period 2026-2028 biennial budget.

- Settlement Terms for San Diego County Water Authority (SDCWA) vs. Metropolitan Rate Litigation — The Metropolitan Legal and Claims Committee received a briefing on the settlement terms for the long-standing rate litigation between SDCWA and Metropolitan. The litigation stemmed from the arrangement between SDCWA and Metropolitan for the exchange of Colorado River water. SDCWA had obtained rights to Colorado River water through agreements with the Imperial Irrigation District, but required Metropolitan's conveyance facilities to effectuate the exchange. The original agreement had a unit price tied to Metropolitan's unbundled transportation rate component of its overall water rate. This led to contention about what cost components could be attributed to the transportation rate and whether they should be applied to the exchange agreement. The settlement disentangled the exchange water unit price from Metropolitan's water rate and established a separate fixed unit price and escalation schedule. The new agreement also allows SDCWA to transfer the right to receive exchange water to other Metropolitan member agencies at a negotiated rate. This will facilitate operational flexibility for SDCWA and Metropolitan, as well as unlock new opportunities for member agency cooperation in water resilience.
- Colorado River Hydrology — The Metropolitan Imported Water Subcommittee received a briefing on Colorado River hydrology. The projected hydrology for the Colorado River began the year with stable storage in Lakes Powell and Mead and near-normal snowpack. A hot and dry spring has reduced projected runoff to 45% of normal with the potential for extended dry conditions resulting in record, or near-record, low storage levels. The potentially low storage elevations would reduce energy production at Lake Mead by 40%. With the new post-2026 operating guidelines set to be developed, the emerging hydrology will only further complicate an already complex set of negotiations on how to share the projected shortfalls on the Colorado River system.

External Affairs

State Advocacy

3. President Avila, Simi Valley City Councilmember Elaine Litster, and the Manager of External Affairs traveled to Sacramento to join a large coalition of Southern California water suppliers and other stakeholders to meet with legislators regarding the Governor's budget trailer bill that would streamline processes for the Delta Conveyance Project (DCP). Participating organizations included State Water Contractors, Metropolitan, and others. The large group was divided into five teams of approximately 10 participants each. The District's team included the Metropolitan Assistant General Manager / Chief External Affairs Officer; the Las Virgenes Municipal Water District (LVMWD) Board President, Vice President, and staff; and a labor union representative. The group met with six Members, including Senate President pro tem-designee Monique Limón, Senator Ben Allen, Senator Suzette Valladares, and Assemblymembers Steve Bennett, Jessica Caloza, Sade Elhawary, and Pilar Schiavo. Additionally, the group held meetings with staff members representing Senator Henry Stern, plus Assemblymembers Celeste Rodriguez and Jesse Gabriel. These meetings provided an opportunity to highlight the importance of the DCP to Southern California and Ventura County.



4. At the invitation of the California Special Districts Association (CSDA), Calleguas participated in a roundtable discussion with the district office staff of Assemblymember Steve Bennett. Other participants included representatives from library, port, and recreation and parks special districts. Three members of the Assemblymember's staff attended, including the District Director, Communications Director, and Community Representative. The conversation focused on the special districts' operations, concerns, and priorities. During the discussion, the Manager of External Affairs provided an overview of the District and discussed the importance of the DCP to the District, as well as purveyors' concerns about Assembly Bill 367, the fire suppression legislation authored by Assemblymember Bennett.
5. The Manager of External Affairs attended the ACWA State Legislative Committee meetings held on May 30 and June 20. These meetings addressed legislation of concern to ACWA.



6. The Manager of External Affairs participated in the CSDA Legislative Committee meeting in her role as a committee member.
7. The Manager of External Affairs and Management Analyst participated in the monthly Metropolitan Legislative Coordinators meeting. The topic focused on advocacy planned in Sacramento for the DCP.

Partnerships

8. The Manager of External Affairs participated in a two-day Emergency Communications Academy in Sacramento, sponsored by the Governor's Office of Emergency Services (CalOES) and the California Association of Public Information Officers. This intensive training covered a range of topics for communicators during an emergency, including effective messaging, communication components of an Emergency Operations Center, organizing and executing press conferences, and on-camera media training.
9. The General Manager, Deputy General Manager, and Manager of Engineering continue to participate in the OceanWell Water Farm #1 Workgroup, Technical Advisory Group, and Regional Exchange Workgroup. OceanWell has added a Community Benefits Program Workgroup that is beginning outreach to communities that may be impacted by the construction and/or operation of the Water Farm, should the project be built. The Principal Water Resources Specialist is representing Calleguas in this effort.
10. The Deputy General Manager, Manager of External Affairs, Manager of Engineering, Management Analyst, Senior Project Manager, and Associate Project Manager attended the monthly luncheon of the Ventura County Chapter of the American Public Works Association (APWA), where the featured speaker focused on APWA legislative advocacy.
11. Calleguas hosted five engineering staff from the United Water Conservation District for a day of information sharing and relationship building. The day started with an overview of Calleguas and the WRIST presented by the General Manager and Deputy General Manager, followed by a tour of the Lake Bard Water Filtration Plant (LBWFP) by the Operations Supervisor. Over lunch, the General Manager provided an overview of the Salinity Management Pipeline (SMP), with a focus on construction of the Hueneme Outfall. The day concluded with a tour of the Las Posas Aquifer Storage and Recovery Wellfield by the Operations Supervisor.

12. The Management Analyst attended a Public Information Officer (PIO) meeting alongside communications professionals from across Ventura County to explore strategies for impactful social media outreach. The discussion focused on creative ways to keep content engaging, highlighting the use of music, hashtags, and proper tone. The key takeaway emphasized the importance of balancing professionalism with authenticity and recognizing the right moments to connect with audiences in a more approachable way.



Presentations

13. Director Pakala, the General Manager, and the Deputy General Manager participated in a joint panel with Camrosa Water District (Camrosa) at Leisure Village, a retirement community in Camarillo that is historically very active in the community and local politics. Camarillo City Councilmember Tony Trembley, who hosts a monthly update at Leisure Village, invited the districts to provide an update on water supply reliability and future opportunities for collaboration. Andy Nelson, Camrosa Board Member and Leisure Village resident, and Norm Huff, Camrosa General Manager, rounded out the panel. The approximately 50 people in the audience were highly engaged and asked knowledgeable and specific questions about water use efficiency, rates, and project planning. Leisure Village has its own internal cable channel for the more than 2,100 individual residences on the property and it was estimated that up to 1,500 residents were potentially viewing the panel. The session was recorded and will be available on demand at a future date.

14. The Deputy General Manager participated in the Ventura Regional Fire Safe Council's (VRFSC) second annual Firewise Lunch & Learn. The Firewise USA program, run by the National Fire Protection Association and reviewed by California Department of Forestry and Fire Protection (CAL FIRE), helps more than 2,000 communities nationwide enhance fire safety in wildfire-prone areas. VRFSC, in collaboration with the Ventura County Fire Department, aids communities in becoming Firewise Sites. The Lunch & Learn featured a panel discussion with representatives from Ventura County Office of Emergency Services, CAL FIRE, VRFSC, and Calleguas, moderated by VRFSC President and ex-Ventura County Fire Chief Andy Ortega. Most of the questions came from the audience of about 100 people, both representatives of certified neighborhood Firesafe Sites and those interested in becoming certified. The Deputy General Manager fielded several questions about water distribution systems, the Mountain Fire in



November 2024, and the appropriate role of municipal water systems in supporting wildfire-fighting efforts.

15. The Manager of External Affairs provided a legislative update, which focused on the DCP, to the monthly meeting of the West Ventura County Business Alliance (WVCBA). After the meeting, the WVCBA Executive Director expressed interest in holding a future meeting of the group at District headquarters.

Water Resources

Public Outreach and Engagement

16. The District hosted its bimonthly Purveyor PIO/Conservation Coordinator meeting. Topics included a water supply update, the 2025 Urban Water Management Plan, summary of Metropolitan conservation program activities, highlights from the California Water Efficiency Partnership (CalWEP) Peer-to-Peer conference, updates on legislation of interest to water purveyors, Calleguas's public outreach activities, and a roundtable focused on water rates messaging.

17. The UC Master Gardeners of Ventura County held their monthly Calleguas-sponsored drip irrigation workshop. This hands-on class teaches participants how to convert their existing sprinkler systems to drip irrigation. There were 15 attendees. Workshops will continue the second Saturday of every month through October.

18. Calleguas sponsored the class *Firewise Living: From Structure to Landscape*. There were 64 attendees. This virtual class is taught by the UC Master Gardeners of Ventura County and will be offered on the last Tuesday of the month from June until October.



19. The District hosted its monthly Purveyor Managers Meeting on June 26. The meeting included a tour of Camrosa Water District's Conejo Wellfield Granular Activated Carbon (GAC) Water Treatment Plant provided by Field Supervisor-Treatment Josh Smith. Following the tour of the GAC plant, attendees convened at the Hill Canyon Treatment Plant Meeting Room for a presentation of the Calleguas Water Career Video Series by Calleguas's Principal Water Resources Specialist and a roundtable discussion on water quality.

 UNIVERSITY OF CALIFORNIA
Agriculture and Natural Resources UC Master Gardener Program

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MUNICIPAL WATER DISTRICT



Water Use Efficiency and Conservation

20. The Principal Water Resources Specialist and the Manager of Water Resources attended Metropolitan's quarterly Conservation Program Advisory Committee meeting. Topics included proposed updates to the Regional Program incentives, new technologies that may be selected for incentives under the Regional Program, and other general program items.
21. In June, there were 31 applications with approved reservations under the Turf Replacement Program (TRP) for a total reserved amount of \$583,927 in Metropolitan funding. Another 19 applications are in the pre-approval stage, awaiting a confirmed reservation. These applications total \$267,606 in requested Metropolitan funding, although funds are not committed until an application is approved. A small percentage of applications typically drop out at this stage. Only funding remaining available within the supplemental budget will be committed. Since July 1, there have been 110 TRP rebates paid, totaling \$1,134,669 in Metropolitan funding and \$28,613 in Calleguas supplemental funding. For Fiscal Year (FY) 2024-2025, under the Device Rebate Program, there are currently 92 applications in good standing (i.e., rebate applications that have not been denied or expired due to inactivity) totaling \$6,861 in reserved Metropolitan funding and \$1,414 in Calleguas funding. An additional 994 rebates have been paid, totaling \$166,380 in Metropolitan funding and \$10,695 in Calleguas funding.
22. Staff continues to work with Inland Empire Utilities Agency (IEUA), which is managing the administration of the Turnkey Turf Transformation Project grant received through the Department of Water Resources (DWR) Urban Community Drought Relief Grant Program. IEUA selected the contractor for the projects to be done in Calleguas's service area and is beginning design consultations with the participating cities (Port Hueneme, Oxnard, and Simi Valley). All projects will be done on city-owned properties.

Upcoming Events

23. *Saturday, July 12, 9 a.m. - 11 a.m. – Hands-on Drip Irrigation Workshop*
The UC Master Gardeners of Ventura County are scheduled to conduct their monthly Calleguas-sponsored drip irrigation workshop at District headquarters. This hands-on class teaches participants how to convert their existing sprinkler systems to drip irrigation. Registration is required at <https://ucanr.edu/site/uc-master-gardeners-ventura-county/event/drip-irrigation/calleguas-mwd-1>

24. *Tuesday, July 29, 6 p.m. - 7 p.m. – Virtual workshop, Firewise Living: From Structure to Landscape*

The UC Master Gardeners of Ventura County is providing a monthly Calleguas-sponsored virtual Firewise Living workshop, offered from June through October. Participants will learn how to create defensible space around structures through vegetation management, fire-resistant landscaping, and home modification strategies for wildfire-prone areas. Registration is required at: <https://ucanr.zoom.us/meeting/register/keFr1WlvTpKqOOCR21kepW#/registration>

Groundwater Resources

Fox Canyon Groundwater Management Agency (FCGMA)/Las Posas Valley Watermaster (Watermaster)

25. The primary item before the FCGMA/Watermaster is the FY 2025-26 budget, but hiring an Executive Officer and disparate legal matters resulted in postponement of the discussion and adoption of the budget to a future month.
26. At its regular Board meeting on June 25, the FCGMA/Watermaster Board established an LPV Overuse Assessment on the Use of Groundwater in Excess of What the Las Posas Valley Adjudication Judgment Allows. Based on input from the Policy Advisory Committee (PAC), the Overuse Assessment is to be pegged to the Calleguas Tier 1 rate, with all funds collected via the Overuse Assessment sequestered in a separate account. The FCGMA/Watermaster Board adopted the LPV Basin Optimization Plan and authorized a contract with Dudek to complete the LPV Basin Optimization Yield Study, a series of groundwater modeling scenarios based on a variety of hydrologic conditions and water supply projects, including Calleguas In-Lieu, to determine how best to conjunctively use groundwater extractions and surface-water deliveries to optimize the Las Posas Basin yield. Staff and Board expressed appreciation for the level of detail, professionalism, and utility of the TAC and PAC comments on the Basin Optimization Plan and Basin Optimization Yield Study scope of work. Del Norte Water Company continues to demand, and is now joined by the Vanoni Group in demanding, a refund of the FY 2024-25 Basin Assessment, on the grounds all Basin Assessments collected by the Watermaster are for “replenishment purposes,” which Section 7.9 of the Judgment states that Watermaster “may” provide relief for. The Watermaster Board denied the demand.

LPV Watermaster PAC and Technical Advisory Committee (TAC)

The Deputy General Manager continues in his role as Chair of the PAC. The PAC regularly meets the first and third Thursday of the month at 3:00 p.m. in the Calleguas Board room; a hybrid option is always available via Zoom.

27. The June 5 and 19 PAC meetings were cancelled. The primary item in front of the PAC is the FCGMA/Watermaster FY 2025-26 budget and, as the FCGMA/Watermaster Board deferred discussion on the budget, there was no reason for the PAC to meet.

28. The TAC cancelled its June meetings as there is no technical work in front of the committee at this time.

Groundwater Storage

29. Groundwater storage totals through the end of May include 0 AF of well production and 14.9 AF of well injection.

Groundwater storage totals through May are as follows:

East Las Posas Wellfield Injection	14.9 AF
East Las Posas Wellfield Production	0 AF
Current ASR Wellfield Storage	22,694 AF
East Las Posas In Lieu	6,348 AF
West Las Posas In Lieu	25,192 AF
Conejo Creek Project	23,453 AF
UWCD Storage	10,482 AF
Oxnard In Lieu	18,060 AF

Engineering

Construction

30. *Lake Sherwood Pump Station Rehabilitation (591)* – The temporary electrical panel and Southern California Edison transformer were removed from the site and the area was restored to pre-project conditions. The new portable generator was transported to the site, tested, and successfully powered the pump station. CLA-VAL provided O&M staff training for the new pump control valve. (CIP Priority: High)
31. *Lindero Pump Station Rehabilitation (592)* – The construction contract was awarded to Pacific Hydrotech. (CIP Priority: High)
32. *Networking Center Relocation and Administration Building Storage Room Addition (620)* – The contractor, Pre Con Industries, continued to prepare material submittals. (CIP Priority: High)

Design

33. *Conejo Pump Station Rehabilitation (480)* – Kennedy Jenks Consultants (KJ) is finalizing a proposal to further study and implement value engineering design alternatives and update a coordination plan for work at the Lake Bard Standby Generator Building's electrical switchgear, reflecting current designs of this project, the Lake Bard Pump Station (587), and the LBWFP Site Civil and Electrical Improvements (622). (CIP Priority: High)

34. *Salinity Management Pipeline (SMP), Phase 3 and Las Virgenes MWD/Triunfo Water & Sanitation District Joint Powers Authority (JPA) Pure Water Project SMP Discharge Station (536)* – Calleguas staff and design consultant Perliter & Ingalsbe (P&I) met with JPA staff and their design team for a coordination meeting focused on hydraulics and the discharge station location and easement. P&I continued preparation of 50% plans and specifications for SMP Phase 3 and preliminary design for the SMP discharge station. *(CIP Priority: Low)*
35. *Calleguas-Ventura Interconnection (562)* – The design consultant continued preparing the 100% plans and specifications. *(CIP Priority: High)*
36. *Smith Road (formerly Simi Valley) Tank (569)* – The District’s right-of-way consultant, Hamner Jewell & Associates, prepared an offer package for the property, which is under review by District staff. The District received four comment letters in response to the Notice of Preparation of an Environmental Impact Report. One of those letters was from the City of Simi Valley Planning Department, which expressed concerns about the aesthetics of the tank. The Manager of Engineering, Manager of Water Resources, and Associate Project Manager met with City planning and water utilities staff to discuss the need for the project, the factors that dictate the size and elevation of the tank, and opportunities to collaborate on design refinements to minimize the aesthetics impact. The design consultant, P&I, continues to work on 90% plans and specifications. *(CIP Priority: High)*
37. *Oxnard-Santa Rosa Feeder and Santa Rosa Hydro Improvements (582)* – The design consultant, P&I, is finalizing the proposal to move the Oxnard-Santa Rosa Feeder Improvements into its own project, separate from the Santa Rosa Hydro Improvements, to expedite implementation. *(CIP Priority: Medium)*
38. *Crestview Well No. 8 (585)* – The General Manager and Deputy General Manager met with Crestview’s Board President and General Manager to discuss potential approaches to the revised agreement. Calleguas and Crestview are both developing potential deal points for each other’s consideration. *(CIP Priority: Not Evaluated)*
39. *Lake Bard Water Filtration Plant (LBWFP) Flowmeter and Lake Bard Outlet Tower Improvements (587)* – KJ is preparing 100% plans and specifications. (No change.) *(CIP Priority: High)*
40. *Fairview Well Rehabilitation (589)* – MKN & Associates began work on the design of the infrastructure improvements. *(CIP Priority: High)*
41. *Calleguas Conduit North Branch (CCNB) Broken Back Rehabilitation, Phase 4 (598)* – Staff continues to work to identify the next pipeline sections to be rehabilitated through carbon fiber lining. (No change.) *(CIP Priority: High)*

42. *Existing Crew Building Improvements and Crew Building Expansion (603R)* – KJ continues to revise the Contract Documents to integrate design changes identified during the value engineering workshop. (CIP Priority: High)
43. *Somis Farmworker Housing SMP Discharge Station (607)* – Amcal obtained the signed easement from the property owner. District staff continues await Amcal's construction deposit. (CIP Priority: Medium)
44. *Wellfield No. 2 Solar System (613)* – Staff is reviewing the forms prepared by TerraVerde Energy for the Self-Generation Incentive Program applications related to two potential battery energy storage systems at Wellfield No. 2. (CIP Priority: Low)
45. *CCSB Strengthening for Metrolink SCORE Improvements (614)* – Metrolink confirmed that the District's Request for Special Design Consideration was approved. The design consultant, Phoenix Engineering, is updating the bid package to reflect the current schedule and Union Pacific Railroad permit. (CIP Priority: High)
46. *LBWFP Roof Replacements (621)* – Staff received a proposal from Gordian for replacing the roofs of four buildings at the LBWFP; staff is reviewing the proposal. (CIP Priority: High)
47. *LBWFP Site Civil and Electrical Improvements (622)* – KJ continues to work on implementing the Value Engineering Design recommendations. (CIP Priority: High)
48. *Marz Farms SMP Discharge Station (625)* – The consultant, MKN & Associates, continued work on the preliminary design report. (CIP Priority: High)

Studies & Planning

49. *Pipeline Condition Assessment Program* – Staff completed field verification of sites required for the pipe-to-soil potential survey.
50. *LBWFP Secondary Access* – Design consultant MNS Engineers submitted a proposal for Preliminary Design, which is under review by District staff. District staff is preparing a Capital Project Evaluation Sheet for the Board's consideration.
51. *Staff Housing* – Staff continues to explore multiple potential approaches in parallel for renovation or replacement of House No. 3, as follows:
- **Renovation via a Competitively Bid Process:** KJ is assisting staff with preparing streamlined Contract Documents for publicly bidding renovation of House No. 3.
 - **Replacement with a New Manufactured House:** Staff is working with a contractor to estimate the cost for demolition of the current house and placement of a concrete foundation and tying in utilities for a replacement house. Due to the physical constraints of

the road around Lake Bard, staff continues to investigate replacement alternatives in which delivery of the replacement house would be provided via the Arvada Court cul-de-sac in Wood Ranch, which is approximately 20 feet away from the 8-foot-tall wall that separates the neighborhood from District property.

- Craning house over wall: Staff is working with a local crane service provider to verify whether this approach would be physically feasible, as the cul-de-sac the house would be craned in from is 75 feet in diameter and each house section would be at least 56 feet long. The approach under consideration involves craning each house section from one truck at the cul-de-sac, over the wall, and onto another truck on the District property. From the second truck, the house would be transported and set in its final location.
- Permanently demolishing a portion of the wall: In conjunction with the LBWFP Secondary Access, item 50 above, staff continues to pursue implementation of a secondary access road to transport a new house through Arvada Court. The alignment proposed requires the District obtain permanent easements from two property owners and relocate a City of Simi Valley air/vacuum relief valve and associated cabinet and a multifamily mailbox.
- Temporarily demolishing a portion of the wall: Staff is working with the District's right of way consultant, Hamner Jewell & Associates, to coordinate with the homeowners across whose property the house would need to be trucked. A temporary or permanent driveway from the cul-de-sac to the District's property would need to cross over two private properties at the end of the cul-de-sac. The relocations described above may be avoidable in this approach, but doing so would require the use of a resident's lawn and driveway.

Once sufficient information has been developed on the cost and relative advantages/disadvantages of the approaches, they will be compared and a recommendation will be made to the Ad Hoc Committee on Employee Housing on how to proceed.

Grants and Funding Opportunities

52. *Proposition 1, Round 1 Integrated Regional Water Management (IRWM) Implementation Grant Funding* – DWR is reviewing progress reports and invoices for the first quarter of 2025.

53. *Proposition 1, Round 2 IRWM Implementation Grant Funding and Urban Community Drought Relief Grant* – DWR is reviewing progress reports and invoices for the first quarter of 2025.

Miscellaneous Engineering Activities

54. *Training* – The Project Managers provided Engineering staff with status updates on their projects and the Manager of Engineering presented on 10 years of SMP operation.

55. *Advanced Clean Fleet (ACF) Regulations and Compliance* – Staff continues to monitor regulatory updates from the California Air Resources Board related to the ACF regulations and compliance.
56. *Administration Building Cubicle Reconfiguration* – PeopleSpace informed the District that the outstanding items that arrived at their warehouse on May 15 were once again incorrect; the company offered a 50% reimbursement on the outstanding furniture as compensation for the inconvenience.

Operations and Maintenance

Salinity Management Pipeline

57. The City of Camarillo's North Pleasant Valley Desalter, Camrosa's Round Mountain Desalter, and Port Hueneme Water Agency's water treatment plant are currently online and discharging brine into the SMP.
58. Maintenance, repairs, and inspections were performed to the SMP Control Tank, Port Hueneme Water Agency SMP discharge station, and Pressure Sustaining Station.

LBWFP

59. Staff performed improvements to the caustic injection point in the clearwells and a thorough rehabilitation of the wastewater recovery basin "track vacs" used to vacuum and remove sludge from the wastewater recovery basins.
60. Staff ran an electrical connection to the portable generator parking area to supply adequate power for battery charging. This involved excavating, installing conduits, and backfilling.
61. Staff installed a new power-supply wire for the Lake Bard electronic level read. This work included excavating and repairing a two-inch conduit while pulling in a new power-supply line.
62. Staff performed upgrades to the security cameras.
63. Maintenance, repairs, and inspections were performed to backwash blower no. 2, halogen (chlorine) valves, filter gallery sump pump no. 2, filter no. 8, power feed



to Lake Bard inlet tower and radio tower, and Lake Bard Dedication Site.

Las Posas Aquifer Storage and Recovery Wellfields

64. With support from the Operations and System Maintenance Divisions, the Regulatory Compliance Division conducted quarterly sampling at the Wellfield. The samples are undergoing analysis at outside laboratories.
65. Maintenance, repairs, and inspections were performed to Wells Nos. 1, 2, 3, 5, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, and 18.

Water Distribution System

66. Calleguas met all state water quality standards. The Regulatory Compliance Division collected 223 samples for the following analytes:
 - Microbiological
 - General mineral/general physical
 - Organics
 - Inorganics
 - Radiological
 - Volatile organic compounds
 - Semi-volatile organic compound
 - Metals
 - Pesticides
 - Toxicity
67. The Regulatory Compliance Division inspected two privately owned, abandoned wells. The Division of Drinking Water requires these wells to be inspected semi-annually given their proximity to the Santa Susana Tunnel.
68. All hydroelectric generators are currently online and operational.
69. Staff performed upgrades to security cameras at East Portal, as well as communication upgrades at various locations.
70. Maintenance, repairs, and inspections were performed at:
 - *Pipelines*: Lindero Feeder Unit No. 2
 - *Turnouts*: Brandeis Mutual Water Company (MWC), Camrosa, California American Water Co., City of Camarillo, City of Simi Valley, City of Thousand Oaks, California Water Service Co., Golden State Water Co., Ventura County Waterworks Districts, City of Oxnard, and Pleasant Valley MWC, Crestview MWC.
 - *Pump Stations*: Sherwood, Fairview, Lindero, Conejo, and Grandsen

- *Pressure Regulating Stations:* Nos. 2, 3, 6, 6A, 7, 8, and 9
- *Hydroelectric Generators:* East Portal, Santa Rosa, Grandsen, and Springville
- *Reservoirs:* Springville, Grimes Canyon, Thousand Oaks, Westlake, and Newbury Park
- Calleguas-Las Virgenes Interconnection

Training

71. To support professional development and reduce the reliance on outside services, the Control Systems Specialist completed advanced PLC programming and logic writing training.
72. The Regulatory Compliance Division completed an online Environmental Laboratory Accreditation Program (ELAP) conference.
73. The Regulatory Compliance Supervisor cross-trained the Manager of Water Resources; they visited Lake Bard and the SMP effluent sampling station.



Human Resources and Risk Management (HRRM)

Human Resources

74. Staff has begun coordinating the Employee Appreciation BBQ, which is hosted by the Board of Directors. This event will be held on Saturday, October 4 at Conejo Creek North Park in Thousand Oaks.
75. The Manager of HRRM worked with select Department Managers to create new job descriptions and update the salary schedule and organizational chart to reflect new and reclassified positions approved by the Board.
76. The new GIS Analyst position, approved by the Board on June 18, was posted to multiple recruiting outlets including Governmentjobs.com, Waterwise Pro, APWA, BC Water Jobs, Water District Jobs, Waterwise Pro, Cal Jobs/Local Veterans Employer Resources, and Family Employment Readiness Program.
77. Staff coordinated an All-Employee meeting which featured service awards and recognition, as well as an overview of the IT Department and cybersecurity training.

Risk Management

78. The Environmental Health and Safety (EH&S) Specialist planned and coordinated the District's annual hearing exam testing for employees that are exposed to 85 decibels or more during work

activities. Annual tests are compared to previous hearing tests to ensure employee hearing is being protected.

79. The EH&S Specialist chaired the quarterly Risk Management committee meeting. District staff provided feedback on outstanding items from previous meetings and raised new items of interest. The EH&S Specialist provided an update on upcoming regulatory activities and inspections.

80. The EH&S Specialist prepared and presented training on the following topics:

- Wildfire smoke regulation
- Aboveground Petroleum Storage inspections

81. The EH&S Specialist completed a review of the following regulatory plans:

- Heat Illness Prevention Program
- LBWFP Risk Management Plan

Training

82. The Clerk of the Board was accepted into the next cohort for the Association of California Water Agencies Joint Powers Insurance Authority Leadership Essentials for the Water Industry program. This is a yearlong leadership program founded in the DiSC model that many Calleguas staff have previously attended and found valuable.

Finance

83. Staff processed and paid 151 invoices, totaling approximately \$19.2 million, between May 22 and June 16.

84. Staff prepared purveyor invoices for water sales in May totaling \$14,359,820.66. Metropolitan invoiced the District for the same period a total of \$10,221,116.63.

85. The Metropolitan invoice for water purchased in April and paid in June is \$9,063,527.84.

86. The balance in the LAIF account as of May 31 was \$10,728,031.89. The monthly effective yield is at 4.272% for May.

87. The Los Angeles-Long Beach-Anaheim Consumer Price Index for May was up 0.1% over the past month and up 3.0% from a year ago.

88. Staff transmitted funding for the July 1, 2025 bond payments to the bond trustees and has issued the 30-day notice for optional redemption, as required for the 2008A Bonds.

89. Staff has begun creating schedules and collecting documentation as the first step in the FY 2024-2025 audit.

Information Technology

Cybersecurity

90. IT staff attended two cybersecurity-focused webinars: one on Critical Infrastructure hosted by the FBI and another hosted by the American Waterworks Association. Both webinars provided staff with updates on vulnerabilities and methods to help protect the SCADA network.
91. After an announcement that the Multi-State Information Sharing and Analysis Center (MS-ISAC) would be shifting to a paid service structure, IT staff began an evaluation of the services provided by MS-ISAC compared to information and services available from similar agencies.
92. During May, the District's phishing campaign resulted in a 2.3% click rate. The security awareness training resulted in a 93% completion rate with an average score of 96%.

Training

93. The Manager of IT attended a two-day online training program, sponsored by EUCI, about Geographic Information Systems (GIS) for water and wastewater. The class provided valuable information to better understand GIS applications to the District's operations.

Hardware & Software

94. Staff attended webinars sponsored by Lansweeper and Cisco. Lansweeper highlighted new modules that will allow staff to more easily update asset lists and utilize specialized dashboards to ensure updates are being applied. Cisco discussed new AI devices and unveiled more unified dashboards for their products.
95. IT, HRRM, and Finance staff completed a successful test of the District's Disaster Recovery Service. This involved verifying that critical systems—including payroll, finance, and document storage software—could continue to operate effectively in the event of a failure of the District's primary systems. All systems worked properly in the remote environment.
96. Staff successfully installed a cellular coverage extender device at the Calleguas-Las Virgenes Interconnection Pump Station. The device allows Verizon Wireless cell phones to receive a signal and make calls while underground in the pump station.
97. IT staff continue the process of replacing computers (desktops and laptops) that have or are about to reach the end of life.

98. Staff continues to provide help desk functions. There were 40 tickets closed that included the following requests:

- Setup and support audiovisual needs in Board and conference rooms for various meetings
- Workstation software updates and troubleshooting
- Applying new SSL certificates for various applications
- Troubleshooting and repair of finance software
- Resolving historian issues with turnouts
- Reviewing Board agenda packets and recordings before posting to the District's website and YouTube
- Printer maintenance
- Updates to the intranet page



May 31, 2025
Financial Statements

Calleguas Municipal Water District
Statement of Net Assets
as of May 31, 2025

<u>ASSETS</u>	<u>05/31/25</u>
Current Assets:	
Unrestricted Assets	
Cash	\$ 12,344,321
Investments	172,226,489
Accounts Receivable	23,806,179
Interest Receivable	1,434,370
Inventory	63,931,228
Prepaid Expenses	15,674,073
Restricted Current Assets	
Restricted Cash & Investments	36,943
Total Current Assets	<u>289,453,603</u>
Capital Assets:	
Land & Improvements	22,830,247
CIP	54,742,108
Distribution Facilities	595,693,099
Buildings & Improvements	29,181,270
Equipment	28,662,364
Total Capital Assets	<u>731,109,088</u>
Accumulated Depreciation	<u>(268,919,729)</u>
Capital Assets (Net of Accumulated Depreciation)	<u>462,189,358</u>
Total Assets	<u><u>\$ 751,642,961</u></u>
Deferred Outflows - Bond Refunding	7,011,620
Deferred Outflows - Pensions	6,327,947
Deferred Outflows - OPEB	1,727,131
Total Deferred Outflows	<u><u>\$ 15,066,698</u></u>
Total Assets & Deferred Outflows	<u><u>\$ 766,709,659</u></u>

Calleguas Municipal Water District
Statement of Net Assets
as of May 31, 2025

<u>LIABILITIES AND NET ASSETS</u>	<u>05/31/25</u>
Current Liabilities:	
Accounts Payable	\$ 21,054,821
Accrued Expenses	(68,663)
Interest Payable	1,921,878
Retention Payable	146,094
Deposits	376,573
Compensated Absences	353,098
Current portion of bonds payable	8,340,000
Total Current Liabilities	<u>32,123,800</u>
Long-Term Liabilities:	
Bonds payable, net of current portion	153,556,965
Compensated Absences	897,157
OPEB Liability	119,551
Pension Liability	10,429,667
Total long-term liabilities	<u>165,003,340</u>
Total Liabilities	197,127,140
 Deferred Inflows - Pensions	 1,057,322
Deferred Inflows - OPEB	1,273,494
Total Deferred Inflows	<u>\$ 2,330,816</u>
Total Liabilities & Deferred Inflows	<u><u>\$ 199,457,956</u></u>
 Net Assets:	
Invested in capital assets, net of related debt	280,002,359
Restricted	9,744,423
Unrestricted	277,504,921
Total Net Assets	<u>567,251,703</u>
Total Liabilities, Deferred Inflows and Net Assets	<u><u>\$ 766,709,659</u></u>

Calleguas Municipal Water District
Income Statement
Comparison for Eleven Months of Budget

	Fiscal Year 2024-25 Total Budget	Eleven Months of FY 2024-25 Budget	Eleven Months Ended 05/31/25	\$ Variance	%
Water Sales	\$ 131,705,300	\$ 118,200,601	\$ 123,639,673	\$ 5,439,072	104.6%
Other Water Revenues	443,500	406,542	398,676	(7,866)	98.1%
Capacity Charge	7,856,090	7,251,171	7,198,369	(52,802)	99.3%
Readiness to serve-purveyors	9,096,290	8,022,928	7,969,275	(53,653)	99.3%
Recycled Water	92,610	82,979	136,740	53,761	164.8%
Pumping Power Revenue	1,200,000	1,130,400	1,109,135	(21,265)	98.1%
Power Generation	600,000	498,000	475,403	(22,597)	95.5%
SMP Fees	676,600	620,217	475,841	(144,376)	76.7%
Total Operating Revenues	151,670,390	136,212,838	141,403,112	5,190,274	103.8%
Cost of Water	96,249,980	86,143,732	90,876,453	(4,732,721)	105.5%
Capacity Reservation Charge-MWD	2,294,160	2,106,039	2,093,706	12,333	99.4%
Readiness to serve-MWD	9,096,290	8,323,105	8,345,012	(21,907)	100.3%
Recycled Water	77,510	69,294	95,616	(26,322)	138.0%
Pumping Power	2,200,000	2,090,000	2,008,448	81,552	96.1%
Total Cost of Water	109,917,940	98,732,170	103,419,235	(4,687,065)	104.7%
Salaries	12,093,190	11,085,430	10,878,801	206,629	98.1%
Benefits	5,776,250	5,294,898	4,888,235	406,663	92.3%
Fuel and vehicle exp	237,254	218,504	527,045	(308,541)	241.2%
Utilities	355,000	325,418	407,770	(82,352)	125.3%
Operations & Maintenance Supplies	1,336,208	1,226,031	966,641	259,390	78.8%
Office Supplies	324,726	311,622	309,040	2,582	99.2%
Outside services	3,575,864	3,383,001	2,306,397	1,076,604	68.2%
Consultants/Studies	1,857,500	1,704,751	689,877	1,014,874	40.5%
Permits, Leases and fees	325,450	325,450	254,750	70,700	78.3%
Travel & Training	246,550	226,010	212,433	13,577	94.0%
Memberships	220,040	211,999	212,056	(57)	100.0%
Insurance	410,000	410,000	437,665	(27,665)	106.7%
Legal	605,000	554,584	705,272	(150,688)	127.2%
Election Costs	225,000	225,000	126,778	98,222	56.3%
Conservation	410,418	379,168	38,722	340,446	10.2%
Miscellaneous	2,500	2,292	456	1,836	19.9%
Capital Contributions	0	0	0	0	N/C
Total Operating Administration Expenses	28,000,950	25,884,158	22,961,938	2,922,220	88.7%
Operating Income	\$ 13,751,500	\$ 11,596,510	\$ 15,021,939	\$ 3,425,429	129.5%

Calleguas Municipal Water District
Income Statement
Comparison for Eleven Months of Budget

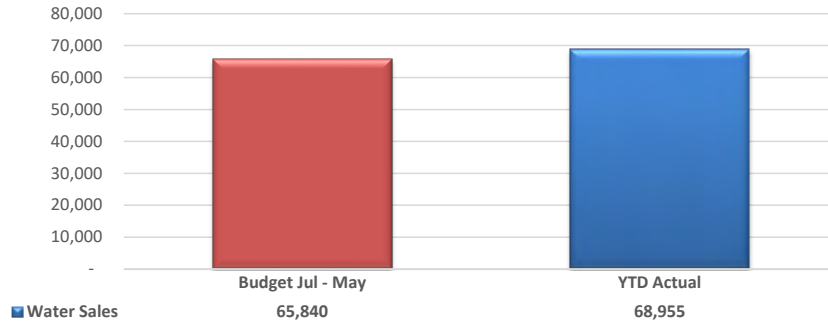
	Fiscal Year 2024-25 Total Budget	Eleven Months of FY 2024-25 Budget	Eleven Months Ended 05/31/25	\$ Variance	%
Operating Income	\$ 13,751,500	\$ 11,596,510	\$ 15,021,939	\$ 3,425,429	129.5%
Interest Income	4,485,000	4,111,251	7,111,877	3,000,626	173.0%
G/L on Investments	0	0	1,812,632	1,812,632	N/C
Water standby charges	1,350,000	1,316,250	1,374,738	58,488	104.4%
Tax Revenue	11,500,000	11,150,000	11,448,818	298,818	102.7%
Tax Collection, Bank & Bond Fees	(970,000)	(906,909)	(930,355)	(23,446)	102.6%
Other Income	374,400	343,201	56,774	(286,427)	16.5%
Loan Interest expense	0	0	(69,725)	(69,725)	N/C
Bond Interest expense	(7,192,900)	(6,593,492)	(5,186,496)	1,406,996	78.7%
Bond Premium/Discount Amortization	(129,540)	(118,745)	376,201	494,946	(316.8%)
Build America Bond Subsidy	1,336,630	668,315	602,263	(66,052)	90.1%
Total non-operating revenue/Expenses	10,753,590	9,969,871	16,596,727	6,626,856	
Income before Capital, Contributions, & Depreciation	24,505,090	21,566,381	31,618,666	10,052,285	146.6%
Depreciation	(14,545,000)	(13,332,917)	(12,549,323)	783,594	94.1%
Capital Equipment > \$5,000	(870,153)	(822,571)	(540,412)	282,159	65.7%
Project Expense	0	0	0	0	N/C
Gain/(Loss) on Sale of Capital Assets	0	0	42,161	42,161	N/C
Grant/Capital Contribution Revenue	700,000	641,667	2,480	(639,187)	0.4%
Capital Related Expenses	(14,715,153)	(13,513,821)	(13,045,094)	468,727	96.5%
Changes in Net Assets	\$ 9,789,937	\$ 8,052,560	\$ 18,573,572	\$ 10,521,012	
Net Assets, beginning of year			548,678,131		
Net Assets, end of year			\$ 567,251,703		

Financial Snapshot - May 31, 2025

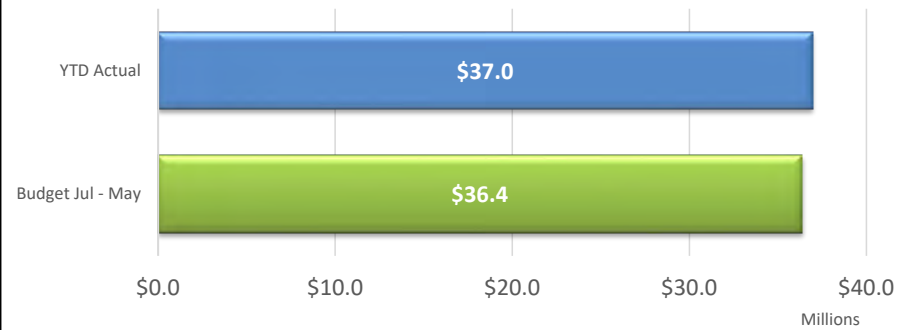


A.F.

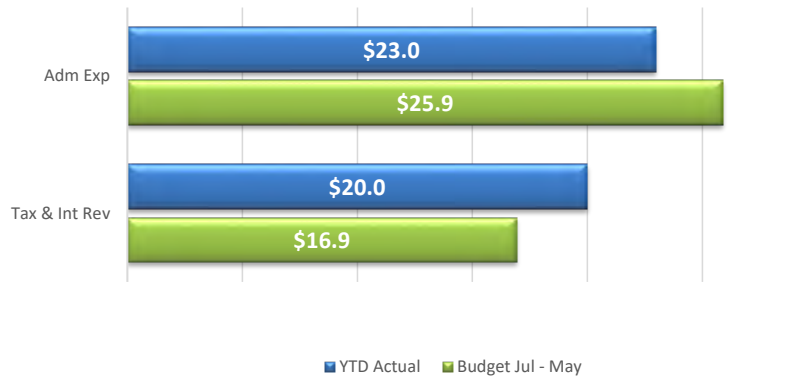
Water Sales in A.F.



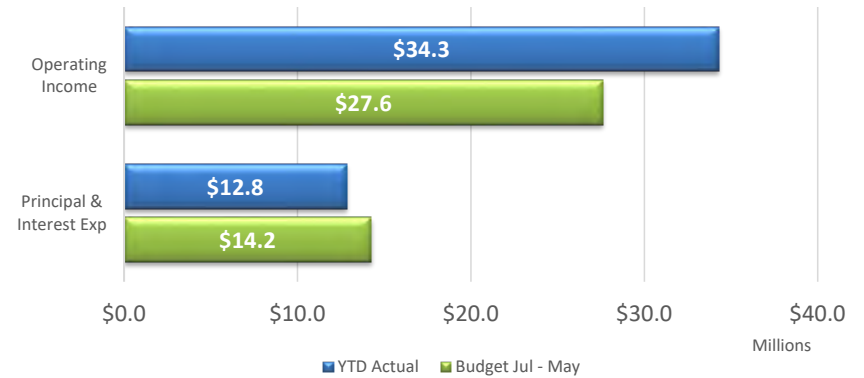
Water Revenues (Net of Water Costs)



YTD Admin Exp/Taxes and Interest Rev



YTD Operating Income/Principal & Interest Exp



Budget & Actuals for the month of May 2025

	Budget for May 31, 2025	Actuals for May 31, 2025	\$ Variance
Total Operating Revenues	\$ 14,115,108	\$ 14,454,388	\$ 339,280
Total Cost of Water	10,321,397	10,784,121	(462,724)
Total Operating Admin Expenses	2,157,354	1,943,666	213,688
Operating Income	1,636,357	1,726,601	90,244
Total Non-Operating Rev/Exp	265,829	(350,229)	(616,058)
Capital Related Expenses	(1,201,332)	(1,135,808)	65,524
Changes in Net Assets	\$ 700,854	\$ 240,564	\$ (460,290)

Cash & Investment Balances

	as of April 30, 2025	as of May 31, 2025
Cash	\$ 10,019,272	\$ 12,344,321
Investments	172,447,602	172,226,489
Restricted Investments	36,842	36,943
Total:	\$ 182,503,717	\$ 184,607,753

Financial Snapshot - May 31, 2025



Current Ratio	May - 9.01	Current Assets/Current Liabilities
	Apr - 9.74	Measures the District's capacity to settle short-term debts using readily available assets. The higher the ratio is above 1.0, the better financial position the District is in.
Quick Ratio/Acid Test Ration	May - 6.53	Curr Assets-Inventory-Prepays)/Curr Liabilites
	Apr - 7.02	Measures the District's ability to settle current debts using quick assets, which are assets readily convertible to cash within 90 days. A good quick ratio is generally considered to be 1.0 or higher.
Debt Ratio	May - 26.2%	Total Liabilities/Total Assets
	Apr - 26.0%	Measures total Liabilities as a percentage of total assets. It reflects the District's ability to use its assets to cover its debt obligations. A lower debt ratiooften indicates greater stability, but industry specific benchmarks vary. Typically, a ratio around 50% is considered reasonable.
Debt Service Coverage	May - 2.67	Operating Income/(Principal + Interest)
	Apr - 2.73	Measures the District's ability to service debt payments by comparing its net operating income with its total debt service obligations. A 1.25 is required for the District to issue more debt per its Bond Documents. A 1.75-2.0 is looked on favaorably when issuing new debt financing.
Times Interest Earned	May - 6.67	Earnings before Interest &Depreciation)/Interest Expense
	Apr - 6.82	Measures a portion of income available to cover future interest expenses. It reveals howmany times the District could pay interest from its income. Higher ratios are more faverable, indicating stronger financial health.



July 2025

Annual Water Quality Report

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.

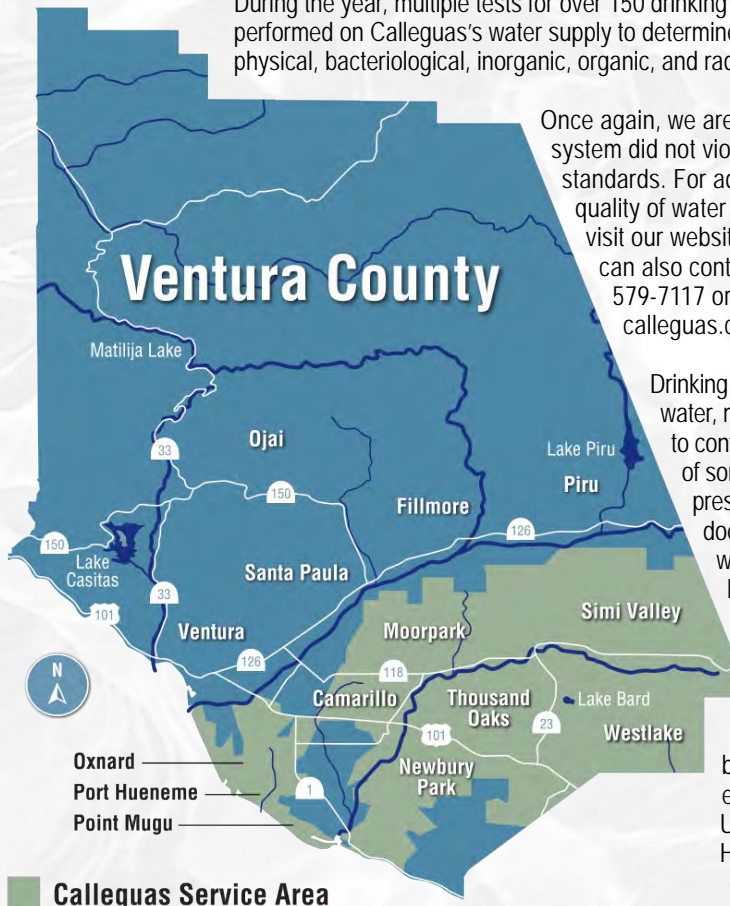
Water Quality Is Our Top Priority

Water quality continues to be a priority for Calleguas Municipal Water District. Our mission since the 1950s has been to provide our service area with a reliable supply of high quality, imported drinking water. A team of highly trained professionals works hard to ensure Calleguas's water supply meets all state and federal water quality standards. This brochure provides information about the sources and quality of the water delivered by Calleguas to its purveyors in 2024. Included are details about where the water comes from, what it contains, and how it compares to state and federal standards. Since Calleguas is a wholesaler water system, these results are reflective of the water served to local purveyors. Purveyors may further blend or treat the water received from Calleguas; information on water served to homes and businesses are available in local retailer's Annual Water Quality Reports.

During the year, multiple tests for over 150 drinking water contaminants were performed on Calleguas's water supply to determine concentrations of mineral, physical, bacteriological, inorganic, organic, and radioactive constituents.

Once again, we are proud to report our system did not violate any water quality standards. For additional information on the quality of water delivered by Calleguas, visit our website at Calleguas.com. You can also contact Amy Mueller at (805) 579-7117 or by email at amueller@calleguas.com.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate water poses a health risk. More information about contaminants and potential health effects can be obtained from United States Environmental Protection Agency (USEPA) by visiting epa.gov/aboutepa/, epa-hotlines or calling the USEPA Safe Drinking Water Hotline at (1-800-426-4791).



Our Source Water

Calleguas relies on State Project Water for its primary drinking water supply; State Project Water is obtained from the Feather River Watershed, located in the northern Sierras, and conveyed through the State Water Project. The water quality tables in this report demonstrate this dependence by providing the percentage of each source used last year. Colorado River water serves as a secondary imported water supply source and is transported through Metropolitan Water District's Colorado River Aqueduct.

Metropolitan Water District of Southern California has completed a source water assessment of both the State Water Project and Colorado River supply. The State Water Project source is considered to be most vulnerable to urban and storm water runoff, wildlife, agriculture, recreation, and wastewater. The Colorado River source is considered to be most vulnerable to contamination from recreation, urban and stormwater runoff, increasing urbanization in the watershed, and wastewater. A copy of this assessment can be obtained by contacting Metropolitan at (800) 354-4420.

Originating in northern California, State Water Project deliveries are conveyed over 500 miles through a network of reservoirs, aqueducts, and pump stations. The State Water Project supply is filtered and disinfected at Metropolitan's Joseph Jensen Filtration Plant in Granada Hills.

Following treatment at the Jensen and Weymouth Plants, water is conveyed by pipeline through the San Fernando Valley to Calleguas's mile-long tunnel in the Santa Susana Mountains. Information on the quality of the treated water can be found on the attached water quality tables.

The water is then distributed by Calleguas and its purveyors to an estimated 650,000 Ventura County residents, representing 75% of the County's population. Surplus supplies of imported water are stored in Lake Bard, the District's surface water reservoir near the City of Thousand Oaks, and the Las Posas groundwater basin underlying the City of Moorpark and surrounding area. Through the Las Posas Aquifer Storage and Recovery (ASR) project, Calleguas stores water for use during both planned and emergency supply outages.

Visit calleguas.com for more information on the Las Posas ASR project and other Calleguas water supply reliability programs.

General Information About Source Water

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water before we treat it include:

- **Microbial contaminants**, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- **Inorganic contaminants**, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- **Pesticides and herbicides**, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- **Organic chemical contaminants**, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- **Radioactive contaminants**, which can be naturally-occurring or be the result of oil and gas production and mining activities.

Path of Imported Water to the Calleguas Service Area



State
Water
Project



Metropolitan
Water
District



Calleguas
Municipal
Water
District



19 Retail
Water
Providers

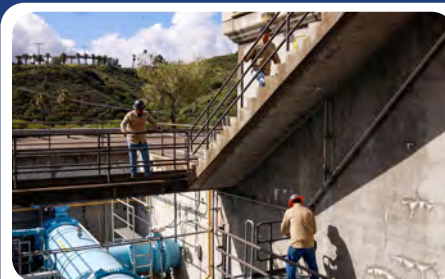


Residents
and
Businesses

Our Treated Water

In order to ensure tap water is safe to drink, the USEPA and the State Division of Drinking (DDW) Water prescribe regulations which limit the amount of certain contaminants in water provided by public water systems. Department regulations also establish limits for contaminants in bottled water that must provide the same protection for public health.

These standards are achieved through vigilant watershed protection and treatment techniques used at Metropolitan's Jensen and Weymouth Plants, as well as Calleguas's Lake Bard Water Filtration Plant. A good indicator of the effectiveness of a filtration system is the measurement of turbidity, or the cloudiness of water. Lower turbidity values are indicative of proper filtration. Turbidity values are listed on the tables included in this report.



Water Quality Data

The following tables list all the drinking water contaminants we detected during the 2024 calendar year. The presence of these contaminants in the water does not necessarily indicate the water poses a health risk. Unless otherwise noted, the data presented in these tables is from testing done January 1 through December 31, 2024. The DDW requires Calleguas to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of the data, though representative of water quality, are more than one year old.



Summary of Water Quality Results for 2024

			Imported Surface Water Treated at Metropolitan's Jensen Plant		Locally Stored Surface Water Treated by Calleguas		
			98%		2%		
Parameter	MCL [MRDL]	PHG (MCLG) [MRDLG]	Average	Range	Average	Range	Major Sources in Drinking Water

PRIMARY DRINKING WATER STANDARDS - Mandatory Health-Related Standards

CLARITY (a)

Turbidity (NTU) (TT)	Highest Single Value	0.04	0.14	Soil runoff
	% of samples ≤ 0.3 NTU	100%	100%	

MICROBIOLOGICAL

Heterotrophic Plate Count Bacteria (CFU/mL) (b)	TT	n/a	System-wide: Average = ND, Range = ND - 2		Naturally present in the environment		
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DISINFECTION BY-PRODUCTS AND DISINFECTANT RESIDUALS

Bromate (ppb) (c)	10	0.1	3.1	ND - 5.4	ND	ND	By-product of drinking water ozonation
Haloacetic Acids (ppb) (d)	60	n/a	System Wide: Highest LRAA = 12.0, Range = 6.0 - 22.0				By-product of drinking water disinfection
Total Chlorine Residual (ppm)	[4]	[4]	System Wide: Highest RAA = 2.3, Range = 1.7 - 2.8				Drinking water disinfectant added for treatment
Total Trihalomethanes (ppb) (d)	80	n/a	System Wide: Highest LRAA = 21.8, Range = 13.0 - 36.0				By-product of drinking water disinfection

INORGANIC CHEMICALS

Aluminum (ppb)	1,000	600	62	52 - 91	ND	ND	Erosion of natural deposits, residual from water treatment process
Arsenic (ppb)	10	0.004	ND	ND	3	2 - 4	Erosion of natural deposits; runoff from orchards
Fluoride (ppm) (e)	2.0	1.0	System Wide: Highest RAA = 0.7, Range = 0.6 - 1.0				Water additive that promotes strong teeth
Nitrate (as N) (ppm)	10	10	0.5	0.5	ND	ND	Runoff & leaching from fertilizer use; erosion of natural deposits
Selenium (ppb)	50	30	ND	ND	ND	ND - 6	Erosion of natural deposits; discharge from refineries

RADIOLOGICALS

Gross Beta Particle Activity (pCi/L)	50	(0)	ND	ND	5.5	5.4 - 5.6	Decay of natural & man-made deposits
Uranium (pCi/L)	20	0.43	2.0	2.0 - 3.0	1.5	1.4 - 1.5	Erosion of natural deposits

ABBREVIATIONS, DEFINITIONS, and NOTES

CFU/mL = Colony forming units per milliliter
LRAA = Locational running annual average
n/a = Not applicable

ND = None detected
NTU = Nephelometric turbidity units
ppb = Parts per billion, or micrograms per liter (ug/L)

ppm = Parts per million, or milligrams per liter (mg/L)
pCi/L = Picocuries per liter
RAA = Running annual average

Maximum Contaminant Level (MCL) = The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible.

Maximum Contaminant Level Goal (MCLG) = The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency.

Maximum Residual Disinfectant Level (MRDL) = The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial pathogens.

Maximum Residual Disinfectant Level Goal (MRDLG) = The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Public Health Goal (PHG) = The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

Primary Drinking Water Standard = MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

Treatment Technique (TT) = A required process intended to reduce the level of a contaminant in drinking water.

(a) The turbidity level of filtered water shall be less than or equal to 0.3 NTU in 95% of the measurements taken each month and shall not exceed 1.0 NTU at any time.

(b) Calleguas monitors HPC bacteria in its distribution system to ensure treatment process efficacy.

(c) Compliance for treatment plants that use ozone is based on a running annual average of monthly samples.

(d) Compliance is based on the LRAA of data collected at distribution system-wide monitoring locations. The range of all samples collected is included.

(e) The Metropolitan Water District (MWD) treats their water by adding fluoride to the naturally occurring level in order to help prevent dental caries in consumers. The fluoride levels in the treated water are maintained within a range of 0.6 - 1.2 ppm, as required by State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).



Summary of Water Quality Results for 2024

			Imported Surface Water Treated at Metropolitan's Jensen Plant		Locally Stored Surface Water Treated by Calleguas		
Percent of Supply			98%		2%		
Parameter	Secondary MCL	Notification Level	Average	Range	Average	Range	Major Sources in Drinking Water

SECONDARY DRINKING WATER STANDARDS – Aesthetic Standards

Aluminum (ppb) (a)	200		62	52 - 91	ND	ND	Erosion of natural deposits, residual from water treatment process
Chloride (ppm)	500		40	39 - 41	99	99 - 100	Runoff and leaching from natural deposits; seawater influence
Color (Units)	15		1	1	ND	ND	Naturally-occurring organic materials
Odor (TON Units)	3		1	1	ND	ND	Naturally-occurring organic materials
Specific Conductance (µS/cm)	1,600		510	498 - 522	782	773 - 790	Substances that form ions when in water, seawater influence
Sulfate (ppm)	500		90	89 - 92	103	102 - 103	Runoff and leaching from natural deposits
Total Dissolved Solids (ppm)	1,000		306	291 - 322	430	410 - 450	Runoff and leaching from natural deposits
Zinc (ppm)	5.0		ND	ND	0.06	0.06	Runoff/leaching from natural deposits

ADDITIONAL PARAMETERS (Unregulated)

Alkalinity, total as CaCO ₃ (ppm)	NS	NS	98	94 - 101	125	120 - 130	
Boron (ppm)	NS	1	0.17	0.17	0.28	0.27 - 0.28	
Calcium (ppm)	NS	NS	38	38 - 39	37	36 - 38	
Chlorate (ppb)	NS	NL = 800	71	71	ND	ND	
Corrosivity (AI) (b)	NS	NS	12.2	12.2	12.3	12.1 - 12.4	
Hardness (Total Hardness) (ppm)	NS	NS	148	143 - 153	163	160 - 165	
Magnesium (ppm)	NS	NS	14	13 - 14	17	17	
pH (pH Units)	NS	NS	8.3	8.2 - 8.3	8.2	8.1 - 8.3	
Potassium (ppm)	NS	NS	2.6	2.6	4.0	4.0	
Sodium (ppm)	NS	NS	46	46	89	86 - 91	
Total Organic Carbon (ppm)	NS	NS	2.4	2.0 - 2.5	2.7	2.6 - 2.8	

ABBREVIATIONS, DEFINITIONS, and NOTES

AI = Aggressive index

ND = None detected

NS = No standard

ppb = Parts per billion, or micrograms per liter (µg/L)

ppm = Parts per million, or milligrams per liter (mg/L)

µS/cm = Microsiemens per centimeter

Secondary Maximum Contaminant Level (MCL) = Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

Notification Level = The level at which notification of the public water system's governing body is required.

(a) Aluminum has both primary and secondary standards. Compliance with the MCL is based on a running annual average.

(b) AI measures the aggressiveness of water transported through pipes. Water with AI <10.0 is highly aggressive and would be very corrosive to almost all materials found in a typical water system. AI ≥ 12.0 indicates non-aggressive water. AI between 10.0 and 11.9 indicates moderately aggressive water.

Information for Customers with Special Water Needs

Some people may be more vulnerable to contaminants in drinking water than the general population. Immunocompromised persons, such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the USEPA Hotline (1-800-426-4791).



Constituents Tested for and Not Detected

In addition to the information provided in the Summary of Water Quality Results, Calleguas also monitored for, but did not detect, many other contaminants during 2024. Some of those contaminants were:

Antimony	Cyanide	Nitrite	Strontium-90
Asbestos	Foaming Agents	Perchlorate	Thallium
Beryllium	Herbicides	Pesticides	Total Chromium
Cadmium	Lead	Radium 226	Tritium
Chromium 6	Mercury	Radium 228	Volatile Organic Chemicals (VOCs)
Copper	MTBE	Silver	

Our Mission:

To provide the service area with a reliable supplemental supply of regional and locally developed water in an environmentally and economically responsible



Information on Lead in Household Plumbing

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Your local utility is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. For information on lead in drinking water, testing methods, and ways to reduce exposure, contact the USEPA Hotline (1-800-426-4791) or visit the website (epa.gov/safewater/lead).

Drinking Water Fluoridation

In 2007, Calleguas's wholesale water provider, Metropolitan Water District of Southern California, joined a majority of the nation's public water suppliers in systematically adding fluoride to drinking water at each of their five water treatment plants in order to help prevent tooth decay.

In line with recommendations from the State Division of Drinking Water, as well as the U.S. Centers for Disease Control and Prevention, Metropolitan adjusted the natural fluoride level in the water, which ranges from 0.1 to 0.4 parts per million, to the optimal range for dental health of 0.7 parts per million. Fluoride levels in drinking water are limited under California state regulations at a maximum dosage of 2 parts per million.

Fluoride has been added to U.S. drinking water supplies since 1945.

For more information about the benefits of drinking water fluoridation, please visit the following websites: The American Dental Association at ada.org/resources/community-initiatives/fluoride-in-water and U.S. Centers for Disease Control and Prevention at cdc.gov/fluoridation

Information on Radon

Water suppliers are required to provide information on the presence of radon in water sources. A known human carcinogen, radon is a radioactive gas that one cannot see, taste, or smell. Commonly found in soils throughout the United States, breathing air containing radon may lead to lung cancer. Drinking water containing radon may also cause increased risk of stomach cancer. Radon can seep up through the ground and into homes and other structures through cracks and holes in foundations. Over time, concentrations of the gas can increase to high levels potentially exposing inhabitants to greater health risks. It is possible radon can also be released from tap water when used for showering, washing dishes, and other household activities. However, the concentration of radon released through tap water is in most cases assumed to be considerably lower than concentrations entering a home from underlying ground. If you are concerned about radon, you are advised to test the air in your home. Testing is inexpensive and easy. The USEPA recommends taking measures to reduce radon levels in your home if concentrations are 4 PicoCuries per liter of air (pCi/L) or higher. For additional information, call your state radon program (1-800-745-7236), the USEPA Hotline at (1-800-426-4791), or call the National Safe Council Radon Hotline (1-800-SOS-RADON).

Water Use Efficiency

Calleguas makes water use efficiency a priority and has long offered rebate programs for water use efficiency devices. Over the years, water saving technologies have advanced in both quality and effectiveness and these advancements have increased the number of rebate offerings.

Resource Links for Water Use Efficiency

Calleguas's Landscape is Change Program: landscapeischange.com

Ventura County Water Wise Gardening: venturacountygardening.com

Regional Water Use Efficiency Program: bewaterwise.com

Rebates (SoCal WaterSmart): socialwatersmart.com

Education: mwdh2o.com/education-landing-page

Gardening Classes: bewaterwise.com/classes

California Native Plant Society: cnps.org

More Information on Water Quality

Calleguas Municipal Water District
2100 Olsen Road • Thousand Oaks, CA 91360
(805) 526-9323
calleguas.com

Metropolitan Water District of Southern California
Public Affairs • P.O. Box 54153 • Los Angeles, CA 90054
(800) CALL MWD
mwdh2o.com

State Water Resources Control Board
Division of Drinking Water • 601 North 7th Street • Sacramento, CA 94234
waterboards.ca.gov/drinking_water/programs

U.S. Environmental Protection Agency (WH-550)
Office of Ground Water & Drinking Water
401 M. Street, S.W. • Washington, D.C. 20460
Safe Drinking Water Hotline (800) 426-4791
water.epa.gov/ground-water-and-drinking-water

The Calleguas Municipal Water District Board of Directors meets on the first and third Wednesday of each month at 4:00 pm. The public is welcome to attend. See calleguas.com/about-us/agendas-minutes for upcoming meeting agendas and details on participation.



calleguas.com

Raul Avila, *President*
Thibault Robert, *Vice President*
Reddy Pakala, *Secretary*
Jacquelyn McMillan, *Treasurer*
Scott Quady, *Director*
Kristine McCaffrey, *General Manager*

Upcoming Meetings

This table includes meetings that can be attended by all Board members. In order to ensure Brown Act compliance, a majority of members should not discuss Calleguas specific issues at meetings other than designated Calleguas Board Meetings.

Calleguas Board Meeting	Wed. 07/02, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
AWA Water Issues	Tue. 07/15, 8:00 a.m.	1701 Lombard Street, Oxnard Hybrid Event
CoLAB Wheel Meeting*	Wed. 07/16, 12:00 p.m.	1672 Donlon Street, Ventura Hybrid Event
Calleguas Board Meeting	Wed. 07/16, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
AWA WaterWise*	Thu. 07/17, 7:30 a.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
Southern California Water Coalition*	Fri. 07/18, noon	Ronald Reagan Presidential Library IN PERSON ONLY
Calleguas Purveyor Meeting	Thu. 07/24, 10:00 a.m.	2100 Olsen Road, Thousand Oaks IN PERSON ONLY
Calleguas-LVMWD Interconnection Community Celebration Event*	Thu. 07/24, 4:30 p.m.	Oak Park Community Center, 1000 Kanan Rd, Oak Park IN PERSON ONLY
AWA CCWUC*	Wed. 07/30, 11:30	Orchid Professional Building, 816 Camarillo Springs Rd., Camarillo IN PERSON ONLY
Calleguas Board Meeting	Wed. 08/06, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
CoLAB Wheel Meeting*	Wed. 08/20, 12:00 p.m.	1672 Donlon Street, Ventura Hybrid Event
Calleguas Board Meeting	Wed. 08/20, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
Calleguas Purveyor Meeting	Thu. 08/28, 10:00 a.m.	TBD
Ventura County Special Districts Association*	Tue. 09/02, 5:30 p.m.	2100 Olsen Road, Thousand Oaks IN PERSON ONLY
Calleguas Board Meeting	Wed. 09/03, 4:00 p.m.	2100 Olsen Road, Thousand Oaks Hybrid Event
AWA Water Issues	Tue. 09/06, 8:00 a.m.	1701 Lombard Street, Oxnard Hybrid Event
Calleguas Board Retreat/Meeting	Wed. 09/17, TBD	Oak Park Community Center, 1000 Kanan Rd, Oak Park IN PERSON ONLY
AWA Reception for Members and Elected Officials*	Thu. 09/18, 5:00 p.m.	Reagan Library Presidential Library IN PERSON ONLY
AWA CCWUC Award BBQ*	Wed. 09/24, 10:30 a.m.	Camarillo Grove Park IN PERSON ONLY

* Reservations required. Contact Kara if you would like to attend.

2025 BOARD OF DIRECTORS

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Chair of the Board
Athens Services

Eva Gomez
Chair Elect
Premier America Credit Union

Dianne McKay
Chair Emeritus
Mustang Marketing

Jill Haney
Treasurer
Montecito Bank & Trust

Kimberly Tharpe
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Citizens Business Bank

Andrea McClellan
Director-at-Large
Scouting America, Ventura County Council

Tom Cohen
Director-at-Large
Cohen Land Use Law

Jake Demirchyan
Director-at-Large
Caruso

Danielle Borja
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Greater Conejo Valley Chamber of Commerce

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Marja Cross
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Elizabeth Dritz
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Mike Dutra
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Crystal Evans
Conejo Awards

Amanda Flaum
Kaiser Permanente

Kelly Fitzpatrick
Logix Federal Credit Union

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Rick Gibson
MGR Development

Vikas Kaushik
TechAhead

Lauren Lerch
Your CBD Store

Ruben Maciel
The SL Group

David McGovern
Hyatt Regency Westlake

Aaron Mercer
Express Employment Professionals

Drew Pletcher
Pletcher Law, APC

Niki Richardson
TOArts

Ryan Selvin
Selvin Property Management

Gabriella Sherman
Los Robles Health Systems

Mike Silacci
Ventura County Community Foundation

May 27, 2025

Senator Henry Stern
California State Senate
1021 O Street, Suite 6640
Sacramento, CA 95814

Re: Support for Legislative Package to Expedite the Delta Conveyance Project

Dear Senator Stern,

On behalf of the Greater Conejo Valley Chamber of Commerce, I am writing to express strong support for Governor Newsom's budget revise to streamline the review and approval of the Delta Conveyance Project (DCP).

The State Water Project is the backbone of California's water infrastructure, supplying nearly 30% of the water used in Southern California. For the communities of Thousand Oaks, Westlake Village, and Agoura Hills—this project is not just important; it is essential. These cities, located across both Los Angeles and Ventura Counties, are home to leading life sciences and biotechnology hubs, universities, and small businesses of all types—all of which rely on a secure and consistent water supply.

Unfortunately, the State Water Project is increasingly threatened by climate change, seismic risk, and regulatory delays. A recent Department of Water Resources analysis warns that California could lose up to 500,000 acre-feet of water delivery capacity—enough to serve nearly 1.7 million households—if we don't act now.

The DCP would modernize this critical infrastructure, improving California's ability to capture and store water during high-flow periods and ensure long-term drought resilience. For our region, this could mean avoiding the kind of restrictions—like one-day-per-week outdoor watering—that our local agencies, including Calleguas and Las Virgenes Municipal Water Districts, were forced to impose during the last drought.

Moreover, the DCP's ability to provide redundancy and seismic protections for water supply is vital. Without it, a major earthquake could disrupt deliveries to our region for an extended period, posing a serious threat to economic stability and public safety.

Streamlining the permitting and environmental review process will help reduce costs, eliminate years of delay, and allow local water agencies to plan and invest with greater certainty. These reforms are not about cutting corners—they are about removing unnecessary barriers that stand in the way of water security for millions of Californians.

We strongly urge your support of the Governor's legislative package and the future of California's water infrastructure.

Sincerely,



Danielle Borja, President/CEO - Greater Conejo Valley Chamber



June 9, 2025

Assemblymember Steve Bennett
300 E. Esplanade Dr.
Suite 1790
Oxnard, CA 93036

Subject: Support for legislative package to streamline Delta Conveyance Project

Dear Assemblymember Bennett:

I am writing to request your support for Gov. Newsom's legislative package seeking to remove time-consuming administrative barriers and uncertainties to expedite the review of the Delta Conveyance Project.

The Delta Conveyance Project aims to increase the long-term reliability of the State Water Project, which delivers water to communities across California, including Assembly District 38, and is critical to our entire state's economic success. On average, the water delivery system supplies about 30% of the water used in Southern California. And in wet years, it delivers up to half of the region's water supplies.

However, the aging State Water Project is vulnerable to climate change, earthquakes, and other threats. A recent report from the Department of Water Resources found that the State Water Project could see a significant decline in delivery capability over the next two decades, equivalent to nearly half a million acre feet of water, enough to supply 1.7 million households.

The Delta Conveyance Project proposes to modernize the State Water Project by enhancing its ability to capture and move more water in times of high flows in the watershed and convey that water to surface reservoirs and groundwater basins, improving California's drought resilience. But its review and approval process has been hampered by red tape and delays, costing Californians – including those in Assembly District 38 – hundreds of millions of dollars, and hindering the state's ability to address its water supply reliability challenges.

The legislation proposed by Gov. Newsom would expedite review of the Delta Conveyance Project – meaning lower costs, fewer delays, and better information so that our local water agencies can make decisions about funding the construction of this project.



This project is critical to the reliability and sustainability of Ventura County's water supply, which many businesses and residents are reliant on, so I strongly urge you to support the Governor's package.

Sincerely,

A handwritten signature in black ink that reads "Andy Conli". The signature is written in a cursive, flowing style.

Andy Conli
President & CEO
West Ventura County Business Alliance

**2025 OFFICERS**

KATHI VAN ETEN
President/CEO
Simi Valley Chamber of Commerce

MICHELLE LIDELL
Chair
American Trophies & Awards

PAUL GOODNOUGH
Chair-Elect
Paul Goodnough, CPA

KAREN TROOP
CFO/Treasurer
Pinnacle Estate Properties

JOE JUSKO
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Lee & Associates

RAUL AVILA
Vice Chair of Legislative Advocacy
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Rose Family Funeral Home and Cremation

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Simi Valley Police Department

JOE JUSKO
Lee & Associates

NIKKI LIAN
CKO Kickboxing/Body Brain Train

MIKE NOLAN
Aflac Insurance

HOWARD PECHTER
Clean Threads Laundry

MARK PODESTA
Price Ford Simi Valley

DR. HANI YOUSSEF
Simi Valley Unified School District

BOARD ADVISORS:

JILL HANEY
Montecito Bank & Trust

KALEY CRAIG
Edward Jones

June 10, 2025

Subject: Support for legislative package to streamline Delta Conveyance Project

Dear Senator Henry Stern,

On behalf of the Simi Valley Chamber of Commerce, I'm writing to express our **strong support for Governor Newsom's legislative package aimed at streamlining the review process for the Delta Conveyance Project**. By removing unnecessary administrative hurdles, this legislation will significantly benefit our region by ensuring reliable water delivery and enhancing economic stability.

The Delta Conveyance Project is vital to maintaining the State Water Project's efficiency, which directly provides roughly 30% of Southern California's water supply, sometimes more. **Here in Ventura County and your district specifically, reliable water is fundamental not only to households but also to critical sectors, including agriculture, manufacturing, tourism, and local businesses that drive our economic growth.**

Reliability is the name of the game when it comes to water policy. However, the current infrastructure faces serious vulnerabilities from climate change, earthquakes, and aging components. Without essential improvements, the State Water Project could lose water delivery capacity for an estimated 1.7 million homes. **Such a reduction would impose severe water restrictions, increase costs for businesses and families, and risk significant economic setbacks in our communities.**

The proposed legislative package aims to modernize the system by enhancing our ability to capture excess water during periods of high flow and store it effectively, thereby substantially improving drought resilience across California. **Streamlining the review and approval processes will eliminate costly delays, reduce financial burdens on taxpayers and local agencies, and allow communities like ours to proactively manage future water needs.**

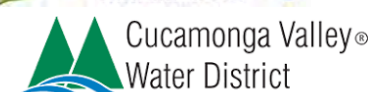
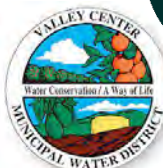
For the Simi Valley Chamber **and the over 700 local businesses we represent**, expedited approval means stability, predictability, and the assurance of continued economic vitality. Our agricultural producers, hospitality businesses, and manufacturing sectors would particularly benefit, ensuring they have consistent access to the water resources necessary for sustained growth and employment.

Senator Stern, your support of Governor Newsom's legislative efforts is crucial. **We urge you to advocate strongly for this package**, securing a resilient water future for Simi Valley, Ventura County, and all of Southern California.

Warm regards,

Anthony Angelini
Director of Tourism & Government Affairs
Simi Valley Chamber of Commerce









June 10, 2025

The Honorable Diane Papan
Chair, Assembly Water Parks and Wildlife Committee
1020 N Street, Suite 160
Sacramento, CA 95814

RE: SB 72 (Caballero) The California Water Plan: long term supply targets – **SUPPORT**

Dear Chair Papan,

The California Municipal Utilities Association (CMUA), California State Association of Counties (CSAC), and California Council for Environmental and Economic Balance (CCEEB) are very proud co-sponsors of SB 72 (Caballero). We, along with the coalition of organizations above, are pleased to support SB 72.

California is in a race against climate change, which is pressured by multi-year droughts, floods, fires, and other intensifying climate change impacts. Consequently, there is an urgent need for California to develop aspirational targets that will complement and amplify Governor Newsom's Water Supply Strategy and extend beyond any single Administration. Given the extreme climate impacts of the 21st century, an expanding economy, a growing population, the anticipated reductions from existing water resources, and the controls on the use of groundwater, California needs to align the state's water supply strategy and policies with a target that will result in an adequate and reliable water supply for all beneficial uses including the environment, agriculture, the economy, and all Californians. Recent research estimates a shortfall in California's future water supply between 4.6 and 9 million acre-feet annually by 2050 if the state takes no action.

SB 72 will establish excellent policy because it will bring about the fundamental changes that are necessary to ensure a sustainable water future. SB 72 will do the following:

- Transform water management in California taking us from a perpetual state of supply vulnerability to a reliable and sufficient water supply that is adequate for all beneficial uses, including urban, agriculture, and the environment.
- Create a new "North Star" water supply planning target for 2040 that the state will need to work toward, along with a process to develop a target for 2050.
- Preserve the California way of life, supplying water to our homes and communities, habitat and environment, recreation and tourism, and business and economic success.
- Support economic vitality for all businesses, from restaurants to technology companies, and employers that depend on a reliable water supply.
- Fulfill the generational responsibility to develop a water system that will adapt to changes in the environment and allow the state to thrive now and for future generations.

The California Water Plan is the strategic plan for managing and developing water resources for current and future generations in the state. SB 72 works within the structure of the current California Water Plan, which hasn't been meaningfully updated for decades. SB 72 updates the California Water Plan for a 21st century climate.

For these reasons, we urge your support and "Aye" Vote for SB 72. If you have any questions about our position, please contact Andrea Abergel with CMUA at aabergel@cmua.org or (916) 841-4060.

Sincerely,

Andrea Abergel
Director of Water
California Municipal Utilities Association

Tim Carmichael
President/CEO
CCEEB

Graham Knaus
Executive Director
California State Association of Counties

Debbie Murdock
Executive Director
Association of California Egg Farmers

Julia Bishop Hall
Senior Legislative Advocate
Association of California Water Agencies

Adrian Covert
Senior VP, Public Policy
Bay Area Council

Steve Lenton
General Manager
Bellflower Somerset Mutual Water Company

Nicole Helms
Executive Director
California Alfalfa and Forage Association

Todd W. Sanders
Executive Director
California Apple Commission

Claudia Carter
Executive Director
California Association of Wheat Growers

Natalie Collins
President
California Association of Winegrape Growers

Jane Townsend
Executive Director
California Bean Shippers Association

Todd Sanders
Executive Director
California Blueberry Association

Dan Dunmoyer
President and CEO
California Building Industry Association

Kristopher Anderson
Policy Advocate
California Chamber of Commerce

Roger Isom
President/CEO
California Cotton Ginners and Growers Assoc.

Alex Biering
Senior Policy Advocate
California Farm Bureau

Daniel Hartwig
President
California Fresh Fruit Association

Chris Zanobini
President/CEO
California Grain and Feed Association

Lance Hastings
President & CEO
California Manufacturers & Technology Assoc.

Chris Zanobini
Executive Director
California Pear Growers Association

Chris Zanobini
Executive Vice-President
California Seed Association

Ann Quinn
Executive Vice President
California State Floral Association

Robert Verloop
Executive Director/CEO
California Walnuts

Ann Quinn
Executive Vice President
California Warehouse Association

Sharron Zoller
President
California Women for Agriculture

Kristine McCaffrey
General Manager
Calleguas Municipal Water District

Tom Moody
General Manager
City of Corona

Patricia Lock Dawson
Mayor
City of Riverside

Elizabeth Espinosa
County of Riverside

J. M. Barrett
General Manager
Coachella Valley Water District

John Bosler, P.E.
General Manager and CEO
Cucamonga Valley Water District

Mark Orcutt
President & CEO
East Bay Leadership Council

Joe Mouawad, P.E.
General Manager
Eastern Municipal Water District

Jim Abercrombie
General Manager
El Dorado Irrigation District

Greg Thomas
General Manager
Elsinore Valley Municipal Water District

Joe Gagliardi
Chief Executive Officer
Folsom Chamber of Commerce

Jason Phillips
CEO
Friant Water Authority

Christopher Valdez
President
Grower-Shipper Association

Paul Cook
General Manager
Irvine Ranch Water District

David Pedersen
General Manager
Las Virgenes Municipal Water District

Matt Hurley
General Manager
McMullin Area GSA

Paul Shoenberger, P.E.
General Manager
Mesa Water District

Kevin Abernathy
Manager
Milk Producers Council

Jimi Netniss
General Manager
Modesto Irrigation District

Justin Scott-Coe
General Manager
Monte Vista Water District

Patrick Ellis
ACE/ President/CEO
Murrieta/Wildomar Chamber of Commerce

John Kabateck
State Director
National Federation of Independent Business

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Chief Executive Officer
North Bay Leadership Council

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Northern California Water Association

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Executive Director
Olive Growers Council of California

Kim Thorner
General Manager
Olivenhain Municipal Water District

Chris Zanobini
Executive Officer
Pacific Coast Renderers Association

Debbie Murdock
Executive Director
Pacific Egg and Poultry Association

Dennis LaMoreaux
General Manager
Palmdale Water District

Jason Martin
Interim General Manager
Rancho California Water District

Jon Switalski
Executive Director
Rebuild So-Cal Partnership

Tom Coleman
General Manager
Rowland Water District

Lisa Yamashita-Lopez
General Manager
Rubio Cañon Land and Water Association

Amanda Blackwood
President & CEO
Sac Metropolitan Chamber of Commerce

Miguel J. Guerrero
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San Bernardino Municipal Water Department

Heather Dyer
General Manager
San Bernardino Valley Municipal Water District

Paul Helliker
General Manager
San Juan Water District

Matt Stone
General Manager
Santa Clarita Valley Water Agency

Chris Lee
General Manager
Solano County Water Agency

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General Manager
South San Joaquin Irrigation District

Eric McLeod
Chair
Southwest California Legislative Council

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Stockton East Water District

Jeff R. Pape
General Manager
Temescal Valley Water District

Matthew Litchfield
General Manager
Three Valleys Municipal Water District

Fernando Paludi
General Manager
Trabuco Canyon Water District

Brad Koehn
General Manager
Turlock Irrigation District

Kirti Mutatkar
President & CEO
United Ag

Vince Gin, P.E.
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Valley Water

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UCC Advocacy Team
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Executive Director
Valley Ag Water Coalition

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General Manager
Valley Center Municipal Water District

Erik Hutchman
P.E. General Manager
Walnut Valley Water District

E.J. Caldwell
General Manager
West Basin Municipal Water District

Valerie Pryor
General Manager
Zone 7 Water Agency

Roger Isom
President/CEO
Western Agricultural Processors Association

Dave Puglia
President & CEO
Western Growers

Sharon Haligan
Director, Administrative Services
Western Plant Health

Craig Miller
General Manager
Western Municipal Water District

Norman Huff
General Manager
Camrosa Water District

Chris Berch
General Manager
Jurupa Community Services District

Brian R. Laddusaw
General Manager
Rubidoux Community Services District

James Prior
General Manager
San Gabriel County Water District

Jeff Mosher
General Manager
Santa Ana Watershed Project Authority

Jose Martinez
General Manager
Valley County Water District

John Thiel
General Manager
West Valley Water District

Sarah Wiltfong
Director of Advocacy
BizFed Los Angeles County

Amber Bolden
Director of Communications
Black Voice News

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CEO
Building Industry Assoc. of Southern CA

Mandip Samra
General Manager
Burbank Water and Power

Melanie Barker
President
California Association of Realtors

Robert C. Lapsley
President
California Business Roundtable

Greg Johnson
President
California Farm Water Coalition

Julian Canete
President and CEO
California Hispanic Chambers of Commerce

Jennifer Capitolo
Executive Director
California Water Association

Sheri Merrick
Executive Director
Citrus Heights Chamber of Commerce

Jeremy Smith
Council Member
City of Canyon Lake

Joe Males
Mayor
City of Hemet

Natasha Johnson
Council Member
City of Lake Elsinore

Chris Barajas
Council Member
City of Jurupa Valley

Dr. Lisa DeForest
Mayor Pro Tem
City of Murrieta

Paul Leon
Mayor
City of Ontario

Daniel E. Garcia
Interim General Manager
City of Riverside Public Utilities

Connie Stopher
Executive Director
Economic Development Coalition

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Governmental Affairs Manager
Greater Riverside Chambers of Commerce

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Chairman of Board of Directors
HDR Engineering

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CEO
Industrial Environmental Association

Wes Andree
Executive Director
Jurupa Mountain Discovery Center

Ana Martin
Staff Liaison
Monday Morning Group of Riverside

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President & CEO
San Bernardino Area Chamber of Commerce

Luis Portillo
President & CEO
San Gabriel Valley Economic Partnership

Aziz Amiri
CEO
San Gabriel Valley Regional Chamber of Commerce

Adam Ruiz
Governmental Affairs Director
SRCAR

Molly Kirkland
Director of Public Affairs
Southern CA Rental Housing Association

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General Manager
Water Replenishment District

Steve Johnson
General Manager
Desert Water Agency

Jared Macias
Administrative Office
Puente Basin Water Agency

Melissa Sparks-Kranz, MPP
Legislative Affairs Lobbyist
League of California Cities

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General Manager
San Diego County Water Authority

David M. Merritt
General Manager
Kings River Conservation District

Steven Haugen
Watermaster
Kings River Water Association

Kat Wuelfing
General Manager
Mid-Peninsula Water District

Jennifer Pierre
General Manager
State Water Contractors

Mauricio Guardado
General Manager
United Water Conservation District

Robb Grantham
General Manager
Santa Margarita Water District

Harvey De La Torre
General Manager
Municipal Water District of Orange County

Charles Wilson
Executive Director
Southern California Water Coalition

Glenn Farrel
Executive Director
CalDesal

Casey Creamer
President
California Citrus Mutual

Tricia Geringer
Vice President of Government Affairs
Agricultural Council of California

John Urdi
Executive Director
Mammoth Lakes Tourism

Lacy Schoen
President/CEO
Brea Chamber of Commerce

Gina Molinaro-Cardera
Board Supervisor
Dublin Chamber of Commerce

Lance Eckhart
General Manager
San Geronimo Pass Water Agency

Jim Piefer
Executive Director
Regional Water Authority

Federico Barajas
Executive Director
San Luis & Delta Mendota Water Authority

Ernesto A. Avila
Board President
Contra Costa Water District

Caroline Schirato
Board Chair
Utica Water and Power Authority

Julee Malinowski-Ball
Lobbyist for
California Fire Chiefs Association

Julee Malinowski-Ball
Lobbyist for
Fire Districts Association of California

Justin Caporusso
Executive Director
Mountain Counties Water Resources Assoc

Brenley McKenna
Managing Director
WaterReuse California

Randy Schoellerman
President
California Groundwater Coalition

Neil McCormick
CEO
California Special Districts Association

Krista Bernasconi
Mayor
City of Roseville

Tim Worley
Managing Director
Community Water Systems Alliance

Sue Mosburg
Executive Director
CA-NV AWWA

Jacob Asare
State Government Affairs Manager
Associated Equipment Distributors

Deven Upadhyay
General Manager
Metropolitan Water District of Southern California

Shivaji Deshmukh, P.E.
General Manager
Inland Empire Utilities Agency

Jessica Gauger
Director of Legislative Advocacy & Public Affairs
California Association of Sanitation Agencies

Craig Kessler
Executive Director
California Alliance for Golf

Carlos Quintero
General Manager
Sweetwater Authority

Caity Maple
Councilmember – District 5
City of Sacramento

Austin Ewell
Executive Director
Water Blueprint for the San Joaquin Valley
Advocacy Fund

Ted Trimble
General Manager
Western Canal Water District

Jeff Payne
Assistant General Manager
Westlands Water District

Eric Will
Policy Advocate
Rural County Representatives of California

William Vanderwaal
General Manager
Tehama-Colusa Canal Authority



June 12, 2025

The Honorable Monique Limón
 Chair, Senate Natural Resources and Water Committee
 1021 O Street, Room 3220
 Sacramento, CA 95814

The Honorable Monique Limón

June 12, 2025

Pg 2

RE: AB 580 (Wallis): Surface mining: Metropolitan Water District of Southern California – (As amended March 26, 2025) SUPPORT

Dear Chair Limón:

On behalf of the Metropolitan Water District of Southern California (Metropolitan) and the undersigned organizations, we write to express our support for AB 580, which seeks to extend the sunset on existing law and allow Metropolitan to continue to operate under a single Master Reclamation Plan for Surface Mining and Reclamation Act (SMARA) compliance.

Metropolitan is a regional water wholesaler that works in partnership with our 26 member agencies to provide drinking water to approximately 19 million California residents across six counties in Southern California, specifically Los Angeles, San Diego, Orange, San Bernardino, Riverside and Ventura counties. The Colorado River Aqueduct (CRA), which is owned and operated by Metropolitan, represents a core source of supply in Metropolitan's water supply portfolio.

When Metropolitan completed construction of the CRA in 1941, it retained ownership of the land beneath and adjacent to the CRA, including excess stone, gravel and sand used for the construction of the CRA. Metropolitan uses these raw materials to restore the CRA facilities from storm and flood damage, and other necessary repairs. As a result of these activities, Metropolitan is subject to SMARA, which requires counties to approve a reclamation plan within its respective jurisdiction. However, the CRA spans across multiple counties, which results in varied compliance and reporting processes.

To streamline this process, Metropolitan sponsored AB 442 (Mayes, CH. 166, 2021) to allow it to work under a single Master Reclamation Plan approved by the State Mining and Geology Board (Mining Board), in addition to requiring annual inspections and reporting. AB 442 centralizes compliance at the state level to ensure Metropolitan can properly maintain the CRA for water supply reliability throughout Southern California.

Since AB 442 was enacted, Metropolitan has worked diligently with the Mining Board to comply with SMARA. The Mining Board has conducted the required inspections of Metropolitan's reclamation sites and Metropolitan has submitted an annual report on our operations. AB 580 will extend the sunset to January 1, 2051, which will allow Metropolitan to continue to comply with SMARA directly with the Mining Board.

Thank you for your consideration of this important proposal that will ensure Metropolitan is able to carry out its repair and maintenance of the CRA in a timely and efficient manner. If you should have any questions or need additional details, please contact Rosie Thompson at rthompson@mwdh2o.com or (916)712-2504.

Sincerely,

The Honorable Monique Limón

June 12, 2025

Pg 3

Deven Upadhyay
General Manager
Metropolitan Water District of Southern
California

Julia Hall
State Legislative Director
Association of California Water Agencies

Kris Murray
Executive Director
Association of California Cities – Orange
County

Andrea Abergel
Director of Water
California Municipal Utilities Association

Aaron A. Avery
Director of State Legislative Affairs
California Special Districts Association

Kristine McCaffrey, P.E.
General Manager
Calleguas Municipal Water District

Nem Ochoa
Board President
Central Basin Municipal Water District

Joe Mouawad, P.E.
General Manager
Eastern Municipal Water District

Marsha Hansen
CEO/President
El Segundo Chamber of Commerce

Nina Jazmadarian
General Manager
Foothill Municipal Water District

Caren Spilsbury
Executive Director
Gateway Chamber Alliance

Danielle Borja
President/CEO
Greater Conejo Valley Chamber of Commerce

Nicholas Adcock
President/CEO
Greater Riverside Chambers of Commerce

Shivaji Deshmukh, P.E.
General Manager
Inland Empire Utilities Agency

David Pedersen
General Manager
Las Virgenes Municipal Water District

Jeremy Harris
President/CEO
Long Beach Area Chamber of Commerce

Maria Salinas
President & CEO
Los Angeles Area Chamber of Commerce

Harvey De La Torre
General Manager
Municipal Water District of Orange County

Amanda Walsh
Vice President, Government Affairs
Orange County Business Council

Sara Catalan
Executive Director
Orange County Taxpayers Association

The Honorable Monique Limón

June 12, 2025

Pg 4

Jason A. Martin
General Manager
Rancho Water

Erin Sasse
Chair
Southwest California Legislative Council

Matthew Litchfield
General Manager
Three Valleys Municipal Water District

Donna Duperron
President & CEO
Torrance Area Chamber of Commerce

E.J. Caldwell
General Manager
West Basin Municipal Water District

Andy Conli
President & CEO
West Ventura County Business Alliance

Craig D. Miller, P.E.
General Manager
Western Municipal Water District

Brian Tisdale
Advocacy Committee Chair
Western Riverside Council of Governments

cc: Senator Kelly Seyarto, 32nd SD, Vice Chair
Senator Benjamin Allen, 24th SD
Senator Shannon Grove, 12th SD
Senator Melissa Hurtado, 16th SD
Senator John Laird, 17th SD
Senator Henry Stern, 27th SD
Katharine Moore, Consultant, Senate Natural Resources and Water Committee
Todd Moffitt, Consultant, Senate Republican Caucus



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 WASHINGTON, D.C. 400 North Capitol Street NW, Suite 357, Washington, DC 20001 • (202) 434-4760

www.acwa.com

June 20, 2025

The Honorable Buffy Wicks
Chair, Assembly Appropriations Committee
Capitol Office, Room 8140
Sacramento, CA 95814

RE: SB 454 (McNerney) – SUPPORT

Dear Chair Wicks:

On behalf of the Association of California Water Agencies (ACWA), the League of California Cities (Cal Cities), and the undersigned organizations, we are writing to express our strong support for SB 454, which would establish a statewide PFAS Mitigation Fund (fund) intended to help local public agencies pay for cleaning up PFAS contamination in drinking water and wastewater.

SB 454 would not fiscally impact the state. It would simply establish a fund intended to leverage existing and future potential funding to support public water and wastewater agencies' cleanup of PFAS contamination and compliance with PFAS drinking water standards. SB 454 would also prohibit the State Water Resources Control Board (State Water Board) from expending more than 5 percent of the total monies available in the fund for purposes related to administrative costs. SB 454 would become operative upon appropriation by the Legislature.

Public water agencies are responsible for delivering safe, clean, and affordable drinking water throughout California. To fulfill that responsibility, public water agencies must comply with federal and state drinking water standards, including PFAS drinking water standards. Drinking water standards can have significant financial impacts on public water agencies, which are passed on to ratepayers and ultimately, impact water affordability.

PFAS, characterized as "forever chemicals" due to their stability in the environment and resistance to breaking down, are a large group of man-made chemicals that have been used extensively since the 1940s and can today be found in our food system, drinking water supplies, and air. Despite legislative efforts, PFAS are still manufactured, distributed, and used globally and continue to passively contaminate water supplies and wastewater systems. While public water agencies are not the source of PFAS or responsible for the development of the products that introduced PFAS into water supplies and wastewater systems, they are responsible for monitoring for their presence, treating the water, and disposing of the contamination.

In April 2024, the US Environmental Protection Agency (EPA) established new national, legally enforceable maximum contaminant levels (MCL) of 4.0 parts per trillion for PFOA and PFOS as individual contaminants. Public water agencies are required to comply with these MCLs by 2031. EPA estimated that the annual nationwide cost for public water agencies to comply with these MCLs, and primarily for PFOA and PFOS, will be between \$772 million and \$1.2 billion. The American Water Works Association contends that the actual cost could reach \$40 billion in capital investments, with annual operating expenses between \$2.7 billion and \$3.5 billion.

This year, the State Water Board is expected to initiate a formal rulemaking process to set a PFAS drinking water standard. Existing law requires a contaminant's MCL to be established at a level as close to its public health goal as is technologically and economically feasible. Existing law also requires state drinking water standards to be at least as stringent as federal standards set by the EPA. **With California's MCL anticipated to be at least as protective as the federal MCL, the costs associated with treating California's water supplies will be significant.**

For the reasons above, ACWA, Cal Cities, and the undersigned organizations strongly support SB 454 and respectfully request your "AYE" vote when the bill is heard in the Assembly Appropriations Committee. If you have any questions about our position, please contact Chelsea Haines at chelseah@acwa.com or Melissa Sparks-Kranz at msparkskranz@calcities.org.

Sincerely,

Chelsea Haines
State Regulatory Director
Association of California Water Agencies

Carlos Quintero
General Manager
Sweetwater Authority

Melissa Sparks-Kranz
Legislative Advocate
League of California Cities

Catherine Cerri
General Manager
Lake Arrowhead Community Services District

Aaron Avery
Director of State Legislative Affairs
California Special Districts Association

Cathy Lee
General Manager
Carmichael Water District

Andrea Abergel
Director of Water
California Municipal Utilities Association

Chris Berch, P.E.
General Manager
Jurupa Community Services District

Anjanette Shadley
Assistant General Manager
Western Canal Water District

Craig D. Miller, P.E.
General Manager
Western Municipal Water District

Brian Olney
General Manager
Helix Water District

Dan Muelrath
General Manager
Diablo Water District

Caity Maple
Councilmember – District 5
Chair, Law & Legislation Committee
City of Sacramento

Daniel Slawson
President
Beaumont-Cherry Valley Water District

David Coxey
General Manager
Bella Vista Water District

James Lee
General Manager
Crescenta Valley Water District

David McNair
General Manager
Scotts Valley Water District

James Peifer
Executive Director
Regional Water Authority

David Stoldt
General Manager
Monterey Peninsula Water Management
District

James Prior
General Manager
San Gabriel County Water District

Deven Upadhyay
General Manager
Metropolitan Water District of Southern
California

Jason Martin
General Manager
Rancho California Water District

Elizabeth Salomone
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June 23, 2025

The Honorable Ash Kalra
 Chair, Assembly Judiciary Committee
 1020 N Street, Room 104
 Sacramento, CA 95814

RE: SB 394 (Allen) – Support

Dear Assemblymember Kalra:

On behalf of the undersigned organizations, we are writing to express our strong support for SB 394, which would enhance penalties for water theft from fire hydrants. Water agencies are responsible for delivering safe, clean, and affordable drinking water throughout California. However, in recent years, water theft has posed a serious threat to water agencies' ability to fulfill that responsibility.

Water theft takes many forms, the most egregious being water theft from fire hydrants for commercial uses. Illegal actors have been documented connecting to and filling water trucks from fire hydrants without the proper use of hydrant meters to avoid paying for water. These water trucks can hold up to 6,000 gallons of water, resulting in significant loss for water agencies. The stolen water is typically used

or sold for profit for commercial purposes, such as by construction companies, landscaping companies, and water trucks selling the water to other users. **Current fine amounts are not strong enough to deter this theft** and may instead be seen as the cost of doing business for some bad actors.

SB 427 of 2021 carried by Senator Eggman established authority for public water agencies to adopt an ordinance that prohibits water theft and makes a violation of that ordinance subject to an administrative fine or penalty. The existing authority breaks theft into two categories: meter tampering and all other forms of water theft. Fines for meter tampering range from \$130 for the first violation up to \$1,300 for the third and additional violations within one year. All other forms of water theft, which currently includes theft from a fire hydrant, can be fined up to \$1,000 for the first violation, up to \$3,000 for the third and additional violations within a year.

At the time these fines were established, the impact to residential customers was a strong consideration that led to the final fine amounts. SB 394 is targeting commercial operators that are illegally diverting water from hydrants for profit.

Water theft from fire hydrants poses serious risks to public health and safety, water affordability, and water efficiency. During water theft from hydrants, contamination can occur when non-potable sources are illegally connected to a drinking water system and anti-backflow devices are not used. This cross-contamination between the water system and non-potable source connections poses a serious health risk to everyone in the system.

Further, unauthorized use of a hydrant can lead to water pressure in the system dropping which can jeopardize response to emergency situations such as fires. This potential issue is especially timely given the devastating fires in Southern California.

Illegal connections also often result in costly damage to the fire hydrant and system infrastructure that can impair the hydrant's function. The revenue lost from water theft and the cost of damage to infrastructure as a result of theft is ultimately borne by law-abiding paying customers, having a negative impact on water affordability. Water theft also works against efforts by water districts to comply with State water use efficiency goals under the State's newly adopted Making Conservation a California Way of Life framework.

The current penalties for water theft are an insufficient deterrent and fail to prevent this criminal activity from occurring. SB 394 recognizes and addresses these inefficiencies in existing penalties by authorizing local agencies that provide water services to adopt an ordinance with enhanced penalties specifically for water theft from a fire hydrant. The intent of this bill is to specifically deter commercial water theft, rather than residential water theft. Under SB 394, local agencies could adopt an ordinance allowing them to set fines not to exceed \$2,500 for the first violation and up to \$10,000 for the third and any additional violations.

This bill would also remove the one-year reset on existing penalties for the third and additional violations for water theft committed via meter tampering and other forms of water theft. This bill would also help agencies recover damages as a result of water theft from a fire hydrant by authorizing a utility to bring a civil action for damages against any person who, without authorization, tampers with or diverts water from a fire hydrant. These provisions on civil action would be available to both public agencies and other types of retail water agencies that face these same challenges.

For the reasons above, ACWA and the undersigned organizations strongly support SB 394 and respectfully request your “AYE” vote when the bill is heard in the Assembly Judiciary Committee. If you have any questions about our position, please contact Julia Hall at JuliaH@acwa.com.

Sincerely,

Julia Bishop Hall
State Legislative Director
Association of California Water Agencies

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