

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
February 5, 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 Scott Quady, Vice-President Jacquelyn McMillan, Treasurer Reddy Pakala, Director
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Director Absent:	Thibault Robert, Secretary
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Staff Present at District Headquarters:	Kristine McCaffrey, General Manager Ian Prichard, Deputy General Manager Tricia Ferguson, Manager of Human Resources and Risk Management Henry Graumlich, Executive Strategist Charlotte Holifield, Manager of External Affairs Jennifer Lancaster, Manager of Water Resources Jay Lukiewski, Senior Project Manager Cassy Macias, Water Resources/External Affairs Student Intern James Mojica, IT Specialist Megan Neilson, Administrative Assistant Steve Sabbe, IT Specialist Dan Smith, Manager of Finance Kara Wade, Clerk of the Board
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Staff Present via Videoconference:	Kayde Maddox, Administrative Assistant Wes Richardson, Manager of Information Technology Julie Schade, Accounting Technician Megan Schneider, Senior Communications Specialist
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Legal Counsel Present at
District Headquarters:

Walter Wendelstein, Wendelstein Law Group, PC, District
Counsel

2. PUBLIC COMMENTS

None

3. PRESENTATIONS

This item was deferred to later in the agenda.

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

None

5. CONSENT CALENDAR

Director Avila requested that Item 5C be moved to Action Items.

- A. Approve the Minutes of the January 22, 2025 Special Board Meeting
- B. Receive and Affirm the Payment Register for the District's Activities from December 31, 2024 to January 22, 2025

On a motion by Director McMillan, seconded by Director Pakala, the Board of Directors voted 4-0 to approve Consent Calendar Items A and B.

AYES: Directors Pakala, McMillan, Quady, Avila

NOES: None

ABSENT: Director Robert

6. ACTION ITEMS

Item 5C was moved from Consent Calendar to Action Items.

- C. Approve Capital Project Budget Allocation in the amount of \$26,400,000; Adopt Resolution No. 2103, Approving the Plans and Specifications and Calling for Bids; and Approve Professional Services by Kennedy Jenks Consultants in the amount of \$1,800,000 to perform Bid and Construction Support Services for the Lindero Pump Station Rehabilitation (Project No. 592)

The Senior Project Manager gave a brief presentation on the project. He and the General Manager addressed questions from the Board.

On a motion by Director Quady, seconded by Director Pakala, the Board of Directors voted 4-0 to approve Capital Project Budget Allocation in the amount of \$26,400,000; approve Resolution No. 2103, Approving the Plans and Specifications and Calling for Bids; and approve Professional Services by Kennedy Jenks Consultants in the amount of \$1,800,000 to perform Bid and Construction Support Services for the Lindero Pump Station Rehabilitation (Project No. 592).

AYES: Directors Pakala, McMillan, Quady, Avila

NOES: None

ABSENT: Director Robert

- A. Discussion Regarding Resolution No. 2102, Nominating Scott H. Quady to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority

On a motion by Director Pakala, seconded by Director McMillan, the Board of Directors voted 4-0 to approve Resolution No. 2102, Nominating Scott H. Quady to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority.

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

NOES: None

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report

The Board asked questions, which the General Manager and department managers answered.

2. December 2024 Financial Report – Dan Smith, Manager of Finance

The Manager of Finance presented the report.

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

The Manager of Water Resources presented the report.

3. PRESENTATION

A. Introduction of new Water Resources/External Affairs Student Intern Cassy Macias

The Manager of Water Resources introduced Water Resources/External Affairs Student Intern Cassy Macias to the Board. Cassy is currently a student at California Lutheran University and is majoring in environmental science and chemistry. She said she is excited to be working on water conservation.

7. REPORTS (Cont.)

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

General Counsel stated that he has been working with the Manager of Engineering on construction claims and a Public Records Act request and the Manager of Human Resources and Risk Management on various agreements and changes to the Administrative Code. He said he was a guest on the January 30 ACWA-JPIA "JPIA Five" Podcast regarding risk transfer issues.

C. BOARD OF DIRECTORS REPORTS

1. Committee Meeting Report

None

2. Board Member Reports on Ancillary Duties

Reports on ancillary duties are placed on the agenda to provide a forum for discussion concerning the activities of external entities to which Calleguas Board members are assigned in a representative capacity.

a. Report of ACWA Region 8 Director

No report.

b. Report of ACWA Joint Powers Insurance Authority Representative

Director Quady also mentioned the ACWA-JPIA Podcast.

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

No report.

d. Report of Fox Canyon Groundwater Management Agency Representative

No report.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from January 23 to February 5. Director McMillan's report is attached and made part of these minutes.

f. Report of Ventura LAFCo Commissioner

No report.

g. Report of Ventura County Regional Energy Alliance Representative

No report.

h. Report of Ventura County Special Districts Association Representative

The General Manager said that Director Robert attended the meeting on February 4 and reported the following:

- There was extensive discussion regarding the future of the chapter, bylaws, and the frequency and time of meetings.
- Awards were presented to Elaine Magner, Pleasant Valley Recreation and Park District, for Director of the Year and Kristin Decas, Oxnard Harbor District, for General Manager of the Year.
- There was discussion regarding the availability of funding from Proposition 4, which authorizes bonds for safe drinking water, wildfire prevention and

protecting communities and natural lands from climate risks.

2. Directors' List of Administrative Code Reimbursable Meetings Other than Ancillary Duties

Reimbursable meetings reports are placed on the agenda to comply with statutory and Calleguas Administrative Code requirements for members of a legislative body who attend a meeting at the expense of the local agency to provide a report of the meeting.

Board members provided reports on various meetings that they attended which are subject to the District's reimbursement policy.

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

The Manager of Human Resources and Risk Management said that, under California State law, Board Members must take ethics training every two years. The Board members will receive an email with a link to the training through Target Solutions.

4. Request for Future Agenda Items

Director McMillan requested a discussion regarding the General Manager's annual review. The General Manager assumed her position in January 2024 and the General Manager's employment contract should be modified to reflect that her annual review should be in January, not August.

Director Quady requested an ACWA-JPIA Executive Committee concurring nomination resolution for Melody Henriques-McDonald, San Bernardino Valley Water Conservation District. The General Manager stated that it will be on the February 19 agenda.

8. INFORMATION ITEMS

- A. Letter to Metropolitan Interim General Manager Deven Upadhyay re: Board Direction and Policy Related to Treated Water Cost Recovery Alternative, January 10, 2025.
- B. Letter to Gene West, Chair, Las Posas Basin Watermaster, re: Comments on Draft Basin Optimization Plan, January 15, 2025.

- C. Letter to Metropolitan Interim General Manager Deven Upadhyay, re: Calleguas MWD Comments on State Water Project Dependent Areas Drought Mitigation: Regional Conveyance Study, dated October 2024, January 28, 2025.

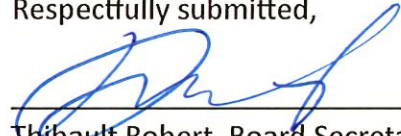
9. CLOSED SESSION

None

10. ADJOURNMENT

Director Avila declared the meeting adjourned at 5:11 p.m.

Respectfully submitted,



Thibault Robert, Board Secretary

**CMWD Board of Director Activity Report
for Director Jacquelyn McMillan from January 23 to February 5, 2025**

Calleguas MWD Related Activities

January 20 – WBCBA Annual Meeting at the Courtyard Marriott Oxnard

January 31 – CSDA Legislation Committee via Zoom

February 4 – VCSDA Annual Meeting at Conejo Recreation Park District in Thousand Oaks

February 5 – CMWD Board at CMWD's Headquarters in Thousand Oaks

Metropolitan Water District of Southern California (MWD) Related Activities

January 23 – Special MWD Board and Executive Committee Meetings at MWD's Headquarters in downtown Los Angeles to discuss GM's Employment.

January 28 to January 29 – MWD Special Board Meeting and Subcommittee on Long Term Regional Planning and Business Model at MWD Headquarters in downtown Los Angeles.

February 3 – Ad Hoc Committee on Bay Delta via Zoom