

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
January 7, 2026

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 Jacquelyn McMillan, Treasurer Scott Quady, Director
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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 Matt Gomez, Assistant Manager of Operations and Maintenance Henry Graumlich, Executive Strategist Charlotte Holifield, Manager of External Affairs Jennifer Lancaster, Manager of Water Resources James Mojica, IT Specialist Steve Sabbe, IT Specialist Dan Smith, Manager of Finance Kara Wade, Clerk of the Board
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Staff Participating via Videoconference:	Sue Taylor, Accounting Supervisor Jenyffer Vasquez, Principal Water Resources 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

President Avila stated that Item 8.A.4 would be presented after Presentations.

5. PRESENTATIONS

A. Presentation of Association of California Water Agencies Joint Powers Insurance Authority President's Special Recognition Award

The Manager of Human Resources and Risk Management presented the Association of California Water Agencies Joint Powers Insurance Authority President's Special Recognition Award in the general liability, property liability, and workers compensation risk programs to the Board. The Special Recognition Award celebrates agencies with a loss ratio of less than 20% for 2021-2024.

8. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

4. Discussion Regarding Setting a Formal Policy Establishing the District's Responsibility to Extend the Salinity Management Pipeline to Dischargers – Fernando Baez, Manager of Engineering

The Manager of Engineering presented the report. David Pedersen, Administering Agent/General Manager for the Las Virgenes Municipal Water District/Triunfo Water and Sanitation District Joint Powers Authority, expressed his support for establishing a formal policy that portions of the Salinity Management Pipeline utilized by multiple dischargers be owned and operated by Calleguas. The Board asked questions and requested that there be an opportunity to discuss this policy further at a future Board meeting.

6. CONSENT CALENDAR

- A. Approve the Minutes of the December 10 and December 17, 2025 Board Meetings
- B. Award Contract in the Amount of \$250,000 to TCB Industrial Inc. to Perform As-Needed Preventative and Corrective Maintenance Services on Hydroelectric Power Generators
- C. Award Contract in the Amount of \$250,000 to General Pump Company to Perform As-Needed Preventative and Corrective Maintenance Services for Distribution Pumps
- D. Approve New Capital Project and Approve Capital Project Budget Allocation in the Amount of \$20,000 for the Replacement of Lake Bard Water Filtration Plant Staff Housing, Phase 1 (Project No. 633)

The Manager of Engineering gave a brief presentation. The Board asked questions and he and the General Manager answered them.

- E. Adopt Proposed Changes to the District's Administrative Code
- F. Receive and Affirm the Annual Comprehensive Financial Report of Calleguas Municipal Water District for the Fiscal Year Ended June 30, 2025

Jared Solomon, Partner-Auditor, Nigro & Nigro presented the Annual Comprehensive Financial Report. The Board asked questions and he and the Manager of Finance answered them. The Board presented Dan Smith, Manager of Finance, with a Calleguas Challenge Coin for his exceptional work in ensuring the financial stability of Calleguas.

- G. Adopt the District's Investment Policy
- H. Adopt the District's Fixed Asset Policy

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

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

NOES: None

ABSTAIN: Director Quady (Item 6.A2)

President Avila requested a short break of the meeting.

7. ACTION ITEMS

- A. Discussion of a Notice to Set Date, Time, and Place of Public Hearing to Consider Amending Ordinance No. 12, Covering Rules and Regulations for Water Service to Member Agencies within Calleguas Municipal Water District, at 4:00 p.m. on March 18, 2026

On a motion by Director Pakala, seconded by Director McMillan, the Board of Directors voted 5-0 to Set Date, Time, and Place of Public Hearing to Consider Amending Ordinance No. 12, Covering Rules and Regulations for Water Service to Member Agencies within Calleguas Municipal Water District, at 4:00 p.m. on March 18, 2026.

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

NOES: None

- B. Discussion Regarding Employee Cost of Living Adjustment and Revised Salary Schedule

Each year the Board considers a percentage cost-of-living adjustment (COLA) for employees based on the Federal Consumer Price Index (CPI). This year's COLA based on CPI is 3.6%.

On a motion by Director McMillan, seconded by Director Quady, the Board of Directors voted 5-0 to approve the revised salary schedule that includes the 3.6% COLA based on CPI.

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

NOES: None

- C. Public Hearing and Discussion Regarding Resolution No. 2118, Declaring the Necessity for Acquisition of a Permanent Easement and Temporary Construction Easement for the Calleguas-Ventura Interconnection, and Authorizing the District's Legal Counsel to Institute Eminent Domain Proceedings in Connection Therewith (Central Camarillo Property, LLC, Parcel No. 152-0-170-090)

A RESOLUTION OF THE BOARD OF DIRECTORS OF CALLEGUAS
MUNICIPAL WATER DISTRICT
DECLARING THE NECESSITY FOR ACQUISITION OF
CERTAIN EASEMENTS FOR THE
CALLEGUAS-VENTURA INTERCONNECTION AND AUTHORIZING
THE DISTRICT'S LEGAL COUNSEL TO INSTITUTE EMINENT
DOMAIN PROCEEDINGS IN CONNECTION THEREWITH (CENTRAL
CAMARILLO PROPERTY, LLC, APN 152-0-170-090)

At 5:55 p.m., President Avila opened the Public Hearing. There was no public comment. At 5:56 p.m., President Avila closed the Public Hearing.

After a presentation by staff, consideration of the documents related to this agenda item, and Board discussion, on a motion by Director Quady, seconded by Director McMillan, the Board of Directors voted 4-0-1 to adopt Resolution No. 2118 and the findings therein Declaring the Necessity for Acquisition of a Permanent Easement and Temporary Construction Easement for the Calleguas-Ventura Interconnection, and Authorizing the District's Legal Counsel to Institute Eminent Domain Proceedings in Connection Therewith (Central Camarillo Property, LLC, Parcel No. 152-0-170-090).

AYES: Directors Quady, McMillan, Pakala, Avila

NOES: None

ABSTAIN: Director Robert

8. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. Monthly Status Report

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

2. Discussion Regarding Potential Changes to the Board of Directors' Medical Benefits – Dan Smith, Manager of Finance, and Tricia Ferguson, Manager of Human Resources and Risk Management

The Manager of Finance and the Manager of Human Resources and Risk Management presented the report. The Board directed staff to make revisions to the Administrative Code to reflect a Health Reimbursement Arrangement (HRA) for Board Members in an amount not to exceed the lowest CalPERS medical coverage.

3. November 2025 Financial Statements – Dan Smith, Manager of Finance

The Manager of Finance presented the report.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

No report.

C. BOARD OF DIRECTORS REPORTS

1. Committee Meeting Report

The Manager of Finance said the Finance Committee meeting was on December 23. The Committee discussed the following:

- 2024-25 Annual Audited Financial Statements
- Review of, and Proposed Updates to, the Investment Policy
- Review of, and Proposed Updates to, the Fixed Asset Policy
- Cost of Service Study Presentation and Discussion at December 11, 2025 Purveyor Meeting

2. Board Member Reports on Ancillary Duties

a. Report of ACWA Region 8 Director

Director Quady said he attended the January 6 meeting via phone and the January 7 ACWA Board meeting where ACWA Committee appointments were ratified.

b. Report of ACWA Joint Powers Insurance Authority Representative

No report.

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

No report.

- d. Report of Fox Canyon Groundwater Management Agency Representative

No report.

- e. Report of Metropolitan Water District Director

Director McMillan provided a written report on the Metropolitan meetings she attended from December 18 to January 7. Director McMillan's report is attached and made part of the approved minutes on file with the District.

- f. Report of Ventura LAFCo Commissioner

No report.

- g. Report of Ventura County Regional Energy Alliance Representative

No report.

- h. Report of Ventura County Special Districts Association (VCSDA) Representative

No report.

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

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

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

The General Manager noted that registration for the Association of California Water Agencies (ACWA) Legislative Symposium on February 11 is now open and that Directors should let the Clerk of the Board know if they would like to attend.

9. REQUEST FOR FUTURE AGENDA ITEMS

The General Manager said there will be a future agenda item to further discuss the chosen HRA option for Board medical benefits.

The Board requested that there be an opportunity to further discuss policies regarding the Salinity Management Pipeline at a future Board meeting.

10. BOARD COMMENTS

Director Pakala requested that a yearly calendar of Board Meetings be posted on the Calleguas website.

11. INFORMATION ITEMS

None

12. CLOSED SESSION

None

13. ADJOURNMENT

Director Avila declared the meeting adjourned at 7:06 p.m.

Hereby certified,



Reddy Pakala, Board Secretary

**CMWD Board of Director Activity Report
for Director Jacquelyn McMillan from December 18, 2025, to January 7, 2025**

Calleguas MWD (CMWD) Related Activities

December 21 – Cyber Training “Phishing”

January 2 – Cyber Training “Refund Scam”

January 6 – City Council of Oxnard Meeting

January 7 – CMWD Board Meeting in at CMWD

December 22 – Finance Committee at CMWD

December 30 – MWD/CMWD Strategy Meeting in Camarillo

Metropolitan Water District of Southern California (MWD)

December 18 – Colorado River Water Users Association Conference in Las Vegas

December 18 – Delta Conveyance Design and Construction Authority Meeting in Sacramento

December 22 – Meeting with Brian Thomas to discuss the Delta Finance Authority's role

January 5 – Legal and Claims Planning Committee

