

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
December 06, 2023

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 Scott Quady, President of the Board, at 5:00 p.m.

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

Directors Present at District Headquarters: Scott Quady, President
Andy Waters, Vice-President
Raul Avila, Secretary
Jacquelyn McMillan, Treasurer
Thibault Robert, Director

Staff Present at District Headquarters: Kristine McCaffrey, Deputy General Manager
Fernando Baez, Manager of Engineering
Tricia Ferguson, Assistant Manager of H.R. and Risk Management
Henry Graumlich, Associate General Manager- Water Policy and Strategy
Charlotte Holifield, Government Relations Supervisor/Public Information Officer
Jennifer Lancaster, Manager of Water Resources
Rob Peters, Manager of Operations and Maintenance
Ian Prichard, Associate General Manager – Strategic Policy Implementation
Wes Richardson, Manager of Information Technology
Steve Sabbe, IT Specialist
Kara Wade, Clerk of the Board

Staff Present via Videoconference: Kayde Wade, Administrative Assistant

Legal Counsel Present at District Headquarters: Walter Wendelstein, Wendelstein Law Group, PC, District Counsel

2. PUBLIC COMMENTS

None

3. PRESENTATION

- A. Recognition of employee Tori Hren for receipt of the ACWA JPIA H.R. LaBounty Award honoring water industry employees who implement significant safety program improvements.

The Assistant Manager of Human Resources and Risk Management presented Tori Hren, Environmental Health and Safety Specialist, with the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA) H.R. LaBounty Award honoring water industry employees who implement significant safety program improvements. The award was for Calleguas' Confined Space Rescue Training Facility. The project was designed to achieve multiple goals that include pipeline encasement locating equipment testing and confined space entry and rescue training.

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

None

5. CONSENT CALENDAR

- A. Approve the Minutes of the November 15, 2023 Regular Board Meeting
- B. Receive and affirm the Payment Register for the District's activities from October 24, 2023 to November 27, 2023
- C. Authorize the Deputy General Manager to sign Amendment 2 to the Grant Agreement Between the State of California (Department of Water Resources) and Calleguas Municipal Water District Agreement Number 4600015015, Urban Community Drought Relief & Proposition 1 Round 2 Integrated Regional Water Management (IRWM) Implementation Grants; Authorize the Deputy General Manager to sign Integrated Regional Water Management Implementation Subgrant Agreements Between Calleguas Municipal Water District and Garden Acres Mutual Water Company, City of San Buenaventura, University of California – Santa Barbara, United Water Conservation District, and Casitas Municipal Water District; Authorize the Deputy General Manager to sign Urban Community Drought Relief Subgrant Agreement Between Calleguas Municipal Water District and Nyeland Acres Mutual Water Company; and Approve an Amendment to the scope of work by Kennedy Jenks Consultants to perform grant administration services in the amount of \$304,510

Dina Ontiveras, President of Nyeland Acres Mutual Water Company (NAMWC), requested that the Board approve these items, as they provide grant funding for a much-needed pipeline in NAMWC's service area. NAMWC serves a disadvantaged community comprised primarily of farm laborers and their families. She stated that they are grateful for Calleguas's support in administering this funding.

- D. Approve Capital Project Budget Allocation in the amount of \$24,800,000; Adopt Resolution No. 2081 Approving the Plans and Specifications and Calling for Bids; and Approve Professional Services by Kennedy Jenks in the amount of \$2,542,000 to Perform Bid and Construction Support Services for Crew Building Improvements and Networking Center Relocation (Project No. 603)

The Manager of Engineering provided a presentation explaining the need for and various elements of the project.

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

AYES: Directors Robert, McMillan, Avila, Waters, Quady
NOES: None

6. ACTION ITEMS

- A. Approve the proposed District Legislative Advocacy Procedures and Legislative Priorities Policy

On a motion by Director Avila, seconded by Director McMillan, the Board of Directors voted 5-0 to approve the District Legislative Advocacy Procedures and Legislative Priorities Policy.

AYES: Directors Robert, McMillan, Avila, Waters, Quady
NOES: None

7. REPORTS

- A. GENERAL MANAGER AND STAFF REPORTS

- 1. Monthly Status Report

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

- 2. October 2023 Financial Report - Dan Smith, Manager of Finance

The Manager of Finance presented the report.

3. Update on the Water Resources Implementation Strategy (WRIST) – Kristine McCaffrey, Deputy General Manager, and Ian Prichard, Associate General Manager – Strategic Policy Implementation

The Deputy General Manager provided a brief overview of recent progress on the WRIST, including the productive Partner Workshop #2, and ongoing and upcoming work to develop and evaluate themed portfolios of projects.

4. SWP Water Supply Initial Allocation from DWR for the 2023/2024 Water Year- Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources said that the initial 2023/2024 allocation for the State Water Project (SWP) is 10%. The final allocation will be announced in May or June 2024. She said that Lake Oroville is at 133% of average storage for this time of year.

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

General Counsel said that, in accordance with Board direction at the November 15, 2023 Board meeting, he prepared and submitted the necessary documents to opt out of the Per- and Polyfluorinated Substances (PFAs) settlements with Dupont and 3M. He attended the ACWA Legal Affairs Committee meeting at the ACWA Fall Conference. The committee's primary focus was on issues associated with Propositions 26 and 218 and water rates.

C. BOARD OF DIRECTORS REPORTS

1. 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 he attended the ACWA Region 8 Meeting at the ACWA Fall Conference. He said there will be Board member changes for 2024.

b. Report of ACWA Joint Powers Insurance Authority Representative

Director Quady attended the California Water Insurance Fund meeting where they discussed the liability program, status of investments, workers' compensation insurance, and cybersecurity issues. He said that the Employee Hotline may not be utilized enough and discussed California Occupational Safety and Health Administration workplace violence protocols. He said that several Calleguas staff were recognized for receiving certifications and awards, including Wes Richardson, Manager of IT (for participating in ACWA JPIA Leadership Essentials for the Water Industry); Tricia Ferguson, Assistant Manager of Human Resources and Risk Management (for completing Supervisor certifications in Supervisor Basics, Human Resources, and Operation); and Tori Hren, Environmental Health and Safety Specialist (for the H.R. LaBounty Award). Director Avila noted that drones must be registered with the Federal Aviation Administration and prescription safety glasses are covered under vision insurance.

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

No Report

d. Report of Fox Canyon Groundwater Management Agency Representative

Director Avila reported that he attended the meeting on December 6. There were discussions regarding the 2023/2024 Watermaster budget, a new well permit, and a Policy Advisory Committee.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from November 16 to December 6. 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

Director Quady said that he attended a meeting on November 16 where Energy Champions were honored and new projects were announced.

- h. Report of Ventura County Special Districts Association 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 which are subject to the District reimbursement policy.

- 3. Discussion regarding upcoming meetings to be attended by Board members
- 4. Request for Future Agenda Items

Director Waters suggested a possible agenda item regarding ongoing governance and staffing issues at the Fox Canyon Groundwater Management Agency.

8. INFORMATION ITEMS

None

9. CLOSED SESSION

None

10. ADJOURNMENT

Director Quady declared the meeting adjourned at 6:20 p.m.

Respectfully submitted,



Raul Avila, Board Secretary