

CALLEGUAS MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS MEETING
December 20, 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
Raul Avila, Secretary
Jacquelyn McMillan, Treasurer
Thibault Robert, Director

Directors Absent: Andy Waters, Vice-President

Staff Present at District Headquarters: Kristine McCaffrey, Deputy General Manager
Fernando Baez, Manager of Engineering
Grant Burton, Manager of Human Resources and Risk Management
Henry Graumlich, Associate General Manager – Water Policy and Strategy
Jennifer Lancaster, Manager of Water Resources
James Mojica, IT Specialist
Ian Prichard, Associate General Manager – Strategic Policy Implementation
Wes Richardson, Manager of Information Technology
Dan Smith, Manager of Finance
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. Presentation of ACWA JPIA President's Special Recognition Award Certificates

The Manager of Human Resources and Risk Management presented ACWA JPIA President's Special Recognition Award Certificates to President Quady.

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

None

5. CONSENT CALENDAR

- A. Approve the Minutes of the December 6, 2023 Regular Board Meeting

On a motion by Director Avila, seconded by Director McMillan, the Board of Directors voted 4-0-1 to approve the Consent Calendar.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

Director Quady said that item 7A-3 would be heard at this time

7. REPORTS

- 3. Annual Audit Report – Dan Smith, Manager of Finance

The Manager of Finance and a representative of Nigro & Nigro, the District's auditor, presented information concerning the auditor's report for the fiscal year ended June 30, 2023.

6. ACTION ITEMS

- A. Discussion regarding employee cost of living adjustment and revised salary schedule

On a motion by Director Avila, seconded by Director Robert, the Board of Directors voted 4-0-1 to approve the cost of living adjustment of 2.8% and revised salary schedule beginning January 01, 2024 and July 01, 2024.

AYES: Directors Robert, McMillan, Avila, Quady

NOES: None

ABSENT: Director Waters

7. REPORTS

A. GENERAL MANAGER AND STAFF REPORTS

1. General Manager's Report

The Deputy General Manager reported on meetings attended and matters of interest to the Board of Directors.

2. November 2023 Water Use and Sales, October 2023 Power Generation, and November 2023 Investment Summary Reports – Dan Smith, Manager of Finance

The Manager of Finance presented the reports and responded to questions from the Board.

4. Imported Water Supply Conditions Report – Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources said that the Imported Water Supply Conditions Report that will be released in mid-January should demonstrate some improvement due to additional precipitation.

5. "Building Resilience Through..." Series of Flyers - Jennifer Lancaster, Manager of Water Resources

The Manager of Water Resources presented three flyers regarding "Building Resilience Through...Interconnections, Landscape Transformation, and Water Use Efficiency." She said that these flyers will be shared by Calleguas and its purveyors to inform the public of work that has been completed and is being undertaken to improve water supply reliability and resilience.

6. Construction Updates – Fernando Baez, Manager of Engineering

The Manager of Engineering updated the Board on the following projects:

- Lake Sherwood Pump Station Rehabilitation
- TOD Pump Station Rehabilitation
- Las Virgenes-Calleguas Interconnection

B. GENERAL COUNSEL REPORT

1. General Counsel's Report

District Counsel reported on various legal services provided since the last Board meeting.

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

No report

b. Report of ACWA Joint Powers Insurance Authority Representative

No report

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

Director Avila said that he attended the AWA Year-End Corporate Night on December 12.

d. Report of Fox Canyon Groundwater Management Agency Representative

Director Avila said that he attended the Las Posas Groundwater Basin Policy Advisory Committee (PAC) Meeting on December 18. He noted that the Associate General Manager – Strategic Policy Implementation was designated as the Chair of the PAC. He mentioned funding may be required to provide appropriate administrative support for the Chair.

e. Report of Metropolitan Water District Director

Director McMillan referenced her written report on the Metropolitan meetings she attended from December 7 to 20. 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

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's reimbursement policy.

Director McMillan said that she and Director Avila attended the Public Engagement Communications and Legislative Affairs Committee on December 11. Committee items discussed were the 2024 Strategic Communications Plan, the Landscape is Change Campaign, social media, and public engagement.

Director McMillan said that she and Director Waters attended the Finance Committee Meeting on December 13. Committee items discussed were the fiscal year 2022-23 annual audited financial statements and the other post-employment benefits (OPEB) and pension liabilities.

Director Avila said that he and Director Robert attended the Engineering and Construction Committee meeting on December 14. Committee items included a tour of the confined space entry and rescue training facility and discussion of the 5-year capital improvement program.

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

The Deputy General Manager requested that the second Board Meeting in January be moved from January 17 to January 24. It will be a Special Board Meeting. The Board agreed.

4. Request for Future Agenda Items

None

8. INFORMATION ITEMS

A. WRITTEN COMMUNICATION

1. Letter Supporting Metropolitan Programs for Surplus Water Management, from Metropolitan Member Agency Managers to Metropolitan General Manager, December 6, 2023.
2. Calleguas Staff Response to Metropolitan Climate Adaptation Plan for Water (CAMP4W) Request for Comments on CAMP4W Task Force Draft Evaluative Criteria, Associate General Manager (Strategy & Policy) to CAMP4W staff, December 8, 2023.

9. CLOSED SESSION

None

10. ADJOURNMENT

Director Quady declared the meeting adjourned at 6:02 p.m.

Respectfully submitted,



Raul Avila, Board Secretary