

**CALL AND NOTICE OF REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
CALLEGUAS – LAS VIRGENES PUBLIC FINANCING AUTHORITY**

April 14, 2015

A Regular Meeting of the Board of Directors of Calleguas – Las Virgenes Public Financing Authority is hereby called and notice of said Regular Meeting is hereby given for 4:30 p.m. on Wednesday, April 14, 2015 at Las Virgenes Municipal Water District, 4232 Las Virgenes Rd., Calabasas, California 91302-1994 to consider the following:

**CALLEGUAS – LAS VIRGENES PUBLIC FINANCING AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA**

- A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL (4:30 p.m.)

BOARD OF DIRECTORS

Steve Blois
Charles Caspary, Chair
Jay Lewitt
Glen Peterson, Secretary
Leonard E. Polan
Scott H. Quady
Lee Renger
Andres Santamaria
Thomas Slosson, Treasurer
Andy Waters, Vice Chair

- B. ORAL COMMUNICATION

MEMBERS OF THE PUBLIC MAY ADDRESS THE BOARD ON ITEMS THAT DO NOT APPEAR ON THE AGENDA AND ON ITEMS WITHIN THE JURISDICTION OF THE BOARD. NO ACTION SHALL BE TAKEN ON ANY ITEM NOT APPEARING ON THE AGENDA UNLESS AUTHORIZED BY SUBDIVISION (B) OF GOVERNMENT CODE SECTION 54954.2. THE PRESIDENT OF THE BOARD MAY LIMIT THE TIME AVAILABLE FOR EACH SUBJECT AND EACH SPEAKER.

- C. REGULAR BUSINESS

1. Minutes: May 21, 2014

Action: It is recommended that the Authority approve the meeting minutes of May 21, 2014 as presented.

2. Discussion regarding Resolution No. 14, Notice of Intent to Amend a Conflict of Interest Code

Action: *It is recommended that the Board of Directors adopt Resolution No. 14.*

D. OTHER BUSINESS

E. ADJOURNMENT

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 OF 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 – LAS VIRGENES PUBLIC FINANCING AUTHORITY
MINUTES – May 21, 2014**

The Regular Meeting of the Board of Directors of Calleguas – Las Virgenes Public Financing Authority (Authority) was held at Calleguas Municipal Water District (Calleguas) on Wednesday, May 21, 2014 at 4:00 p.m.

A. CALL TO ORDER AND ROLL CALL

Chair Caspary called the meeting to order at 4:00 p.m.

Kara Wade, Clerk of the Board to Calleguas, called roll.

Board Members Present: Steve Blois
Charles Caspary, Chair
Glen Peterson, Secretary (arrived at 4:15 p.m.)
Leonard Polan
Scott Quady
Lee Renger
Andres Santamaria
Thomas Slosson, Treasurer
Barry Steinhardt
Andy Waters, Vice Chair

Board Members Absent: None

Legal Counsel Present: Robert Cohen, General Counsel to Calleguas
Wayne Lemieux, General Counsel to Las Virgenes Municipal Water District
(Las Virgenes) and to the Authority
Jeff Stava, Nossaman LLP, Bond Counsel to Calleguas

Staff Present: David W. Pedersen, General Manager, Las Virgenes
Susan B. Mulligan, General Manager, Calleguas
Joe Lillio, Acting Director of Finance and Administration, Las Virgenes
Dan Smith, Manager of Finance, Calleguas
Kara Wade, Clerk of the Board, Calleguas

B. ORAL COMMUNICATION

NONE

C. REGULAR BUSINESS

1. Minutes: June 25, 2013

On a motion by Director Renger, seconded by Director Slosson, the Board of Directors voted 7-0-2 to approve the June 25, 2013 minutes.

AYES: Directors Caspary, Polan, Renger, Steinhardt, Slosson, Waters, Santamaria

NOES: None

ABSTAINING: Directors Blois, Quady

2. Report on Status of Funds

Calleguas' Manager of Finance reported that Calleguas had issued no debt and does not plan to in the next 12 months and that all bond covenants had been met, including principal and interest payments made on schedule.

Las Virgenes' Acting Director of Finance and Administration reported that Las Virgenes had one outstanding bond and that all bond covenants had been met, including principal and interest payments made on schedule.

On a motion by Director Blois, seconded by Director Polan, the Board of Directors voted 9-0 to receive and file the status report from Calleguas and Las Virgenes.

AYES: Directors Blois, Caspary, Polan, Quady, Renger, Santamaria, Slosson, Steinhardt,
Waters

NOES: None

3. Discussion regarding adoption of Resolution No. 13, authorizing and direction and execution of escrow instructions for the refunding of the Authority's 2007A Revenue Bonds

Director Caspary presented Resolution No. 13:

A RESOLUTION OF THE CALLEGUAS-LAS VIRGENES PUBLIC FINANCING AUTHORITY
AUTHORIZING AND DIRECTING EXECUTION OF ESCROW INSTRUCTIONS, AND PROVIDING
OTHER MATTERS PROPERLY RELATING THERETO

Calleguas' Manager of Finance and its Bond Counsel provided the following background. In 2007, the Authority issued its Refunding Revenue Bonds, 2007 Series A (2007A Bonds). The 2007A Bonds are secured by installment payments to be made by Calleguas pursuant to an agreement between Calleguas and the Authority. In order to reduce the cost of interest on the bonds, Calleguas staff is pursuing the refunding of the Prior Obligations through the issuance of refunding bonds directly by Calleguas.

The resolution before the Authority Board relates to approval of the form of Escrow Instructions between the Authority and The Bank of New York Mellon Trust Company, N.A., as trustee and escrow agent for the 2007A Bonds. The Escrow Instructions direct the Trustee for the 2007A Bonds to redeem all the outstanding 2007A Bonds on July 1, 2016 following issuance of refunding bonds by Calleguas.

Calleguas staff requests that the Authority Board adopt Resolution No. 13 authorizing and directing execution of Escrow Instructions for the refunding of the Authority's 2007 A Revenue Bonds.

On a motion by Director Slosson, seconded by Director Quady, the Board of Directors voted 10-0 to adopt Resolution No. 13.

AYES: Directors Blois, Caspary, Peterson, Polan, Quady, Renger, Santamaria, Slosson, Steinhardt, Waters,

NOES: None

D. OTHER BUSINESS

None

E. ADJOURNMENT

President Caspary declared the meeting adjourned at 4:16 p.m.

Glen Peterson, Secretary

CURRENT CMWD-LV PFA CONFLICT OF INTEREST CODE

RECEIVED
FAIR POLITICAL
PRACTICES COMMISSION

03 DEC 22 PM 3:28

**CONFLICT OF INTEREST CODE FOR THE
CALLEGUAS-LAS VIRGENES PUBLIC FINANCING AUTHORITY**

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference, and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the Calleguas-Las Virgenes Public Financing Authority.

Designated employees shall file their statements with the Calleguas-Las Virgenes Public Financing Authority, which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008) Statements for all designated employees will be retained by the Authority.

APPENDIX A

DESIGNATED EMPLOYEES

<u>POSITION</u>	<u>DISCLOSURE CATEGORY</u>
Members of the Governing Board	1
General Manager	1
Auditor/Treasurer	2
Authority Counsel	1
Consultants*	

- * Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

DISCLOSURE CATEGORIES

1. All interests in real property located in the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.
2. All investments, business positions, and income, including gifts, loans and travel payments, from sources that provide goods, equipment, vehicles, machinery or services, of the type utilized by the Authority.

This is the last page of the conflict of interest code for the **Calleguas-Las Virgenes Public Financing Authority**.



CERTIFICATION OF FPPC APPROVAL

Pursuant to Government Code Section 87303, the conflict of interest code for the **Calleguas-Las Virgenes Public Financing Authority** was approved on December 31, 2003. The code will be effective on January 30, 2004.

A handwritten signature in black ink, appearing to read "Mark Krausse", written over a horizontal line.

Mark Krausse
Executive Director
Fair Political Practices Commission

**CONFLICT OF INTEREST CODE
CALLEGUAS - LAS VIRGENES PUBLIC FINANCING AUTHORITY**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard conflict of interest code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Calleguas-Las Virgenes Public Financing Authority, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Calleguas - Las Virgenes Public Financing Authority.

Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Authority's Filing Officer, who shall retain the originals and make copies available for public inspection and reproduction.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

Adopted this seventeenth day of June 2015

Charles Caspary, Chair of Governing Board
Calleguas-Las Virgenes Public Financing Authority

I HEREBY CERTIFY that this Conflict of Interest Code was adopted at a meeting of the Board of Directors of the Calleguas – Las Virgenes Public Financing Authority held on June 17, 2015.

ATTEST:

Glen Peterson, Secretary of Governing Board
Calleguas-Las Virgenes Public Financing Authority

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EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORY (From Exhibit B)
10	Member of Governing Board	1
1	Authority Counsel	1
1	Calleguas General Manager	1
1	Las Virgenes General Manager	1
1	Calleguas Manager of Finance and Human Resources	1
1	Las Virgenes Director of Finance and Administration	1
	Consultants ¹	1

¹ The disclosure, if any, required of a consultant will be determined on a case-by-case basis by one of the general managers or his/her designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

RESOLUTION NO. 14

CALLEGUAS-LAS VIRGENES PUBLIC FINANCING AUTHORITY
NOTICE OF INTENTION TO AMEND A CONFLICT-OF-INTEREST CODE

NOTICE IS HEREBY GIVEN that the Calleguas-Las Virgenes Public Financing Authority (“Authority”) intends to amend its conflict-of-interest code pursuant to Government Code Section 87300 and 87306. Pursuant to Government Code Section 87302, the code will designate employees who must disclose certain investments, income, interests in real property and business positions, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

A written comment period has been established commencing on May 1, 2015, and terminating on June 15, 2015. Any interested person may present written comments concerning the proposed code no later than June 15, 2015, to Kara Wade, Authority Filing Officer, 2100 Olsen Road, Thousand Oaks, California 91360. Any inquiries or requests for copies of the proposed code should be directed to Ms. Wade at (805) 579-7111, kwade@calleguas.com, or the above address.

During a meeting of the Board of Directors of the Authority on June 17, 2015 at 4:00 p.m. at 2100 Olsen Road, Thousand Oaks, California 91360, the Board of Directors will hold a public hearing, consider and act on all protests and comments, and vote on adoption of a resolution amending the Authority’s Conflict of Interest Code.

The conflict-of-interest code is being amended to reflect changes in position titles implemented since the current code was adopted.

ADOPTED, PASSED AND APPROVED this 14th day of April, 2015, at a meeting of the Board of Directors of the Authority.

Charles Caspary, Chair of Governing Board
Calleguas-Las Virgenes Public Financing Authority

I HEREBY CERTIFY that this Resolution was adopted at a meeting of the Board of Directors of the Calleguas – Las Virgenes Public Financing Authority held on April 14, 2015.

ATTEST:

Glen Peterson, Secretary of Governing Board
Calleguas-Las Virgenes Public Financing Authority