

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, SEPTEMBER 4, 2019, AT 5:00 PM AT THE DISTRICT OFFICE,  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Martin called the Regular meeting to order at the hour of 5:00 p.m.

Public Information/Conservation Supervisor Robbins led the pledge of allegiance.

Present: Director Elitharp  
Director Hernandez  
Director Sannella  
Director Martin

Absent: Director Evans

Staff Present: General Manager Pruim  
Legal Counsel Gilpin  
District Engineer Gumpel  
Finance Manager Owen  
Operations & Maintenance Manager Pedrazzi  
Development Services Senior Engineer Scholl  
Public Information/Conservation Supervisor Robbins  
Administrative Secretary Johnson

ADOPT AGENDA FOR THE REGULAR MEETING OF SEPTEMBER 4, 2019

19-09-03 MOTION WAS MADE by Director Hernandez, seconded by Director Elitharp, and carried unanimously, with Director Evans absent, to adopt the agenda for the Regular Board Meeting of September 4, 2019.

PUBLIC COMMENT

None.

CONSENT CALENDAR

President Martin commented on Item 1.3, Fall 2019 Between the Pipes – Vallecitos Quarterly Newsletter, regarding the article about the upcoming pipeline shutdown by the San Diego County Water Authority (SDCWA). He doesn't believe the District's message is clear that it is the SDCWA's broken pipe that the SDCWA will be repairing and that the shutdown will affect other districts as well as Vallecitos. He requested the article be revised. Director Sannella concurred with President Martin.

19-09-04 MOTION WAS MADE by Director Sannella, seconded by Director Hernandez, and carried unanimously, with Director Evans absent, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Regular Board Meeting – August 7, 2019
- B. Regular Board Meeting – August 21, 2019

1.2 Warrant List through September 4, 2019 - \$4,174,459.29

1.3 Fall 2019 Between the Pipes – Vallecitos Water District Quarterly Newsletter

PUBLIC HEARING

PUBLIC HEARING REGARDING A REPORT ON DISTRICT WATER QUALITY  
RELATIVE TO PUBLIC HEALTH GOALS

President Martin opened the hearing as duly noted and posted. The hearing was opened at 5:04 p.m.

General Manager Pruim stated that information on the purpose and findings of the Public Health Goals Report was presented to the Board at the August 7 Board meeting. The law requires a public hearing to be held for the purpose of accepting and responding to public comment on the report.

There being no persons wishing to address the Board, President Martin closed the hearing at 5:05 p.m.

19-09-05 MOTION WAS MADE by Director Hernandez, seconded by Director Sannella, and carried unanimously, with Director Evans absent, to accept the Public Health Goals Report.

ACTION ITEMS

REQUEST FOR APPROVAL OF A PURCHASE ORDER TO INFRASTRUCTURE  
ENGINEERING CORPORATION FOR PIPE ASSESSMENT SERVICES AT HIGH POINT  
SUBDIVISION

District Engineer Gumpel stated construction of water and sewer facilities for the High Point Subdivision began in 2007 and was nearly complete in 2008 when the developer went bankrupt. The facilities were dormant for over 10 years. Cal/West and TrueLife Communities are interested in developing the project now; however, the District must be satisfied that the facilities are in good condition prior to accepting those facilities. A pipe condition assessment is necessary to determine the condition of the existing ductile iron water main. All costs for the pipe assessment as well as staff time for inspection and engineering review will be paid by the developer.

District Engineer Gumpel further stated Cal/West and TrueLife Communities have paid a deposit in the amount of \$135,027 to the District for the pipe assessment to be performed by PICA, a subcontractor for Infrastructure Engineering Corporation (IEC).

Staff recommended the Board approve a purchase order in the amount of \$102,685 to Infrastructure Engineering Corporation for their portion of the work.

General discussion took place.

19-09-06 MOTION WAS MADE by Director Elitharp, seconded by Director Hernandez, and carried unanimously, with Director Evans absent, to approve the purchase order to Infrastructure Engineering Corporation in the amount of \$102,685.

#### EMERGENCY REPAIR OF 8" WATER MAIN ON STEPHANIE COURT AND SAN ELIJO ROAD

District Engineer Gumpel stated an 8-inch water main break occurred on May 16 at the intersection of Stephanie Court and San Elijo Road. Staff was able to isolate the main on Stephanie Court which limited the impacted customers to 84 town homes. Due to the extent of the roadway damage, school traffic and location of the main break, it was appropriate to bring in outside help, Cass Arrieta, to perform the emergency repairs. Cass Arrieta was able to make the repairs on the same day the main break was discovered and customers were back in service at 8:00 p.m. that evening.

Staff recommended the Board approve payment to Cass Arrieta in the amount of \$160,985.15.

General discussion took place.

19-09-07 MOTION WAS MADE by President Martin, seconded by Director Elitharp, and carried unanimously, with Director Evans absent, to approve payment to Cass Arrieta in the amount of \$160,985.15.

#### CONSIDERATION OF THE DEVELOPMENT OF A POLICY REGARDING THE ELIMINATION OF THE USE OF SINGLE-USE PLASTICS

General Manager Pruim stated that on June 25, 2019, the Public Awareness/Personnel/Policy (PAPP) Committee discussed whether the District should consider eliminating the use of single-use plastics such as straws, utensils and beverage containers, and in particular, bottled water. The Committee recommended this item be brought to the full Board to consider the development of a policy regarding single-use plastics.

General Manager Pruim further stated that plastic utensils, cups, and bottled water are used by District staff in the lunchroom and coffee stations as well as provided to customers during public outreach events or during water outages. One of the biggest concerns with

single-use plastic is the impact on the environment. There are alternatives such as compostable utensils, paper cups and cardboard water cartons; however, their cost is significantly higher. During the last fiscal year, the District spent approximately \$1,350 on bottled water. Based on research, it would cost approximately \$14,700 to obtain the same amount of water in similar sized containers, a 990% cost increase.

General discussion took place during which General Manager Pruim noted that several water bottle filling stations are currently being installed through the District offices and at the District's Meadowlark Reclamation Facility. Grant money is being used to pay for the filling stations.

The consensus of the Board was to direct staff and the PAPP Committee to develop a policy focusing on eliminating plastic water bottles, cups and utensils at the District office including information regarding the costs involved.

#### OVERNIGHT HOTEL STAYS WITHIN SAN DIEGO COUNTY

General Manager Pruim stated that on June 25, 2019, the Public Awareness/Personnel/Policy (PAPP) Committee discussed whether overnight hotel stays should be compensable for District-authorized events within San Diego County. The District does not have a formal policy addressing this; however, current practice does not compensate for overnight hotel stays in San Diego County for Board members or staff. The Committee recommended this item be presented to the full Board to consider developing a policy to clarify this issue. Staff has reviewed other district's policies and found that most other districts do not compensate for overnight stays in the County.

General Manager Pruim further stated the PAPP Committee discussed issues to be considered such as geographical or mileage limits, early morning or late evening events, multi-day conferences, and factoring costs for mileage and tolls. He suggested if a policy is to be developed that it would be advisable to develop a broader policy regarding District-related travel beyond overnight stays in San Diego County, including lodging, meal reimbursement, transportation and miscellaneous expenses. The current policy does not specify specific limits on meals, for example, only that costs must be reasonable.

General discussion took place. Director Hernandez recommended staff and the PAPP Committee develop a comprehensive travel policy. Director Sannella commented that many government entities compensate travel expenses utilizing the General Services Administration per diem guidelines.

19-09-08      MOTION WAS MADE by Director Hernandez, seconded by President Martin, and carried unanimously, with Director Evans absent, to direct staff and the PAPP Committee to develop a travel policy and bring it back to the Board for consideration.

RESOLUTION CONCURRING IN NOMINATION OF ACWA STATE-WIDE ELECTION FOR PRESIDENT AND VICE PRESIDENT

General Manager Pruim stated two candidates running for Vice President on the Association of California Water Agencies (ACWA) Board of Directors are seeking the Board's support.

Director Elitharp suggested the Board take no action at this time and wait for ACWA's Nominating Committee to announce their slate of candidates on September 27.

The Board took no action.

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

- SDCWA's Pipeline 4 is scheduled to be shutdown September 9 – 18 for repairs. The District is preparing as much as possible placing message boards on Mission Road, San Marcos Boulevard and San Elijo Road, filling reservoirs, and replacing a 60-year old valve on the District's Val 2 connection.
- The deadline for proposals for the District-wide solar project was August 30. Staff will be reviewing the proposals received with the Engineering/Equipment Committee on October 1.

General discussion took place regarding messaging and preparation for the SDCWA Pipeline 4 shutdown. The text on the message boards asks customers to restrict outdoor irrigation September 9 – 18. Operations & Maintenance Manager Pedrazzi stated water from the desal connection, the first aqueduct, and Olivenhain Municipal Water District will be available to Vallecitos during the shutdown. At this point, customers are being asked to do the best they can. Staff has prepared for the worst-case scenario during which voluntary conservation would be requested.

DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin commented on a recent podcast he heard regarding the development of reusable plastic cups for use during sporting events.

SAN DIEGO COUNTY WATER AUTHORITY

None.

ENCINA WASTEWATER AUTHORITY

None.

STANDING COMMITTEES

Finance Manager Owen stated the Finance/Investment Committee met on August 28. The Committee discussed reserve levels as of June 30, 2019, smart metering pilot programs, and reclaimed water sales.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Directors Hernandez and Martin reported on their attendance to the Urban Water Institute Conference and the California Association of Sanitation Agencies (CASA) Annual Conference.

President Elitharp reported on his attendance to the CASA Annual Conference.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

None.

ADJOURNMENT

There being no further business to discuss, President Martin adjourned the Regular Meeting of the Board of Directors at the hour of 6:26 p.m.

A Regular Meeting of the Vallecitos Water District Board of Directors has been scheduled for Wednesday, September 18, 2019, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

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Hal J. Martin, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruum, Secretary  
Board of Directors  
Vallecitos Water District