MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE VALLECITOS WATER DISTRICT

WEDNESDAY, SEPTEMBER 2, 2020, AT 5:00 PM, VIA TELECONFERENCE

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

Present: Director Elitharp

Director Evans

Director Hernandez

Director Martin

Director Sannella

Staff Present: General Manager Pruim

Legal Counsel Gilpin

District Engineer Gumpel

Finance Manager Owen

Operations & Maintenance Manager Pedrazzi

Capital Facilities Senior Engineer Morgan

Development Services Senior Engineer Scholl

Capital Facilities Engineer Santos

Asset Management Supervisor Bowman

Information Technology Supervisor Labarrere

Executive Secretary Posvar

Others Present: Christine Antoine

Craig Balben

Tiffany Boyd-Hodgson

ADOPT AGENDA FOR THE REGULAR MEETING OF SEPTEMBER 2, 2020

20-09-03 MOTION WAS MADE by Director Martin, seconded by Director Hernandez, and carried unanimously, to adopt the agenda for the Regular Board Meeting of September 2, 2020.

PUBLIC COMMENT

None.

CONSENT CALENDAR

20-09-04 MOTION WAS MADE by Director Martin, seconded by Director Elitharp, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

1. Engineering/Equipment Committee Meeting – August 17, 2020
2. Closed Session Board Meeting – August 19, 2020
3. Regular Board Meeting – August 19, 2020

1.2 Warrant List through September 2, 2020 - $4,250,022.76

1.3 Position Reclassification of Development Services Coordinator to Engineering Technician III

ACTION ITEMS

FY 2019/2020 YEAR END CAPITAL IMPROVEMENT PROGRAM SUMMARY

Capital Facilities Senior Engineer Morgan briefly demonstrated how information pertaining to active Capital Improvement Program (CIP) projects may be accessed on the District’s website.

Capital Facilities Senior Engineer Morgan provided a presentation on Capital Projects – 2019/2020 Fourth Quarter Update and 2019/2020 End of the Year Report as follows:

* 2019/2020 Project Summary
* Projected vs. Actual
* Change Order Total vs. Industry Standard
* Actual 2019/2020 Completed Projects Change Order Impact
* 2019/2020 Construction Photos
* Lawrence Welk Waterline Replacement
* 2019 Sewer Lining and Rehabilitation
* North Twin Oaks Tank No. 1 Tank Refurbishment
* District Wide Solar

Capital Facilities Senior Engineer Morgan stated the total for active construction projects in Fiscal Year (FY) 2019/2020 was $4,138,192 of which $4,084,621 has been paid to date. There were a total of 49 change orders averaging 6.62%; however, removing two change orders that were initiated by staff lowered that percentage to 1.75%. The change orders on projects completed in FY 2019/2020 resulted in an actual budget surplus of $686,373. Design contracts totaled $1,317,937.

General discussion took place.

This item was presented for information only.

HIGH POINT PIPE ASSESSMENT

District Engineer Gumpel stated the High Point Country Manor development was initiated in the mid-2000’s. In 2007 a pump station and associated facilities as well as pipelines were constructed and nearly ready for acceptance by the District; however, the project was abandoned and the facilities were never accepted by the District. Several developers have come forward since then expressing interest in developing the project. The District has maintained its position recommending that the pump station and its facilities and all of the pipelines be replaced. The current developer of the property approached the District about performing a pipeline condition assessment. The assessment does not address the pump station and associated pumps, motors, gearing and generator. The District maintains its position that those items will need to be replaced and will be addressed at a later date.

Asset Management Supervisor Bowman facilitated a presentation, “High Point Pipeline Condition Assessment Results and Recommendations,” as follows:

* Project Map
* Development Background
* Current Status
* Assessed Areas
* 12-Inch Ductile Iron – Woodland Heights Glen
* 8-Inch Ductile Iron – Kensington Glen
* Assessed Area Map
* Video: Condition Assessment with Pipeline Inspection and Condition Analysis Corporation (PICA) SeeSnake Remote Field Technology Tool
* Results and Recommendations – 12-Inch Woodland Heights Glen
* Results and Recommendation – 8-Inch Kensington Glen

Asset Management Supervisor Bowman stated that during the internal pipeline inspection, approximately 2,059 linear feet of 12-inch ductile iron pipe was inspected in the Woodland Heights Glen area of the project. Potholing was also performed in two locations. Approximately 706 linear feet of 8-inch ductile iron pipeline was inspected in the Kensington Glen area.

Asset Management Supervisor Bowman discussed the findings of the assessment. In the Woodland Heights Glen area, the results indicated significant loss of wall thickness and significant deterioration as well as corrosion that was further verified by the potholing. Staff recommended replacement of all 12-inch pipeline with the same trench and reusing existing bedding and appurtenances. Regarding the Kensington Glen area, the results indicated minimal loss of wall thickness, the sections of pipe that were potholed showed no corrosion, and the pipeline is in relatively “like new” condition. Staff recommended PICA inspection of the remaining 8-inch pipe within the development to determine the condition of that pipe. *The Technical Memorandum – Summary of High Point Pipeline Condition Assessment Draft Report* is available on the District’s website.

General discussion took place.

20-09-05 MOTION WAS MADE by Director Elitharp, seconded by President Evans, and carried unanimously, to approve staff’s recommendation to replace all of the 12-inch ductile iron pipeline within the development and inspect the remaining unexamined 8-inch ductile iron pipeline within the development to determine the condition of that pipe.

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

* Governor Newsom recently introduced two new COVID-19 classification criteria. One is based on the number of new confirmed cases per 100,000 of population and the other is the percentage of administered tests that came back positive for COVID-19. The criteria results in four tiers or risk levels that determine which businesses may open and what restrictions they may have. Tier 1 (purple) is the worst and considers the COVID-19 threat wide spread; Tier 2 (red) considers the threat substantial; Tier 3 (orange) considers the threat moderate; and Tier 4 (yellow) considers the threat minimal. It appears that the COVID-19 metrics are trending in a positive direction locally. San Diego County has been placed in Tier 2 with substantial risk. Some businesses such as restaurants have been allowed to reopen this week with fewer restrictions; however, there are still restrictions in place that limit the District’s ability to resume normal operations. The District’s field operations staff have been back to work for some time now. A significant number of administrative staff are continuing to telecommute. The Tier 2 risk level calls for continued telecommuting. When San Diego County enters Tier 3, plans will be developed concerning the telecommuting staff. The District’s lobby will remain closed to the public and public meetings will continue to be conducted via Zoom for the foreseeable future.
* The District’s annual Water Academy is usually held in October. Due to the COVID-19 pandemic, staff does not recommend holding the event this year. Staff is looking into ways of offering a virtual option and possibly rescheduling the event in the future when the COVID-19 related restrictions are relaxed.

DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin discussed Assembly Bill 992 relative to the Brown Act and serial meetings via cell phones, texts and social media. If the bill passes, it would create an exception under the Brown Act that would allow elected officials to engage in separate conversations outside of a meeting on an Internet based social media platform to answer questions, provide information to the public, or solicit information from the public regarding District business.

SAN DIEGO COUNTY WATER AUTHORITY

General Manager Pruim stated he and President Evans attended the SDCWA Board meeting on August 27 at which the Regional Conveyance System (RCS) project was discussed at length. As directed by the VWD Board, General Manager Pruim submitted a letter to the SDCWA Board on August 26 opposing the project unless it was delayed. The letter was included in the public record. The SDCWA Board received over 500 letters regarding the RCS from the public. Most of the letters received opposed the project. A vast majority of the opposition letters were automatically generated from a link that was provided on an environmental group’s website.

General Manager Pruim further stated the SDCWA Board voted to defer the item until their November Board meeting, and authorized additional funding up to $200,000 for SDCWA staff to continue to work with member agencies, consultants and environmental groups that are opposing the project to better prepare for the November meeting.

ENCINA WASTEWATER AUTHORITY

Director Hernandez stated the Capital Improvement Committee meeting has not met since the last Board meeting.

Director Martin stated the Policy and Finance Committee has not met since the last Board meeting.

STANDING COMMITTEES

Vice President Sannella stated the Finance/Investment Committee met on August 31 at which the Committee discussed the Cost of Service Study.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Director Elitharp reported on his participation in the virtual California Association of Sanitation Agencies Board of Directors meeting on August 20 and the virtual Association of California Water Agencies (ACWA) Energy Committee meeting on August 25.

President Evans reported on her participation in a virtual ACWA Region 10 meeting on August 26.

Director Hernandez reported on his participation in the virtual California Special Districts Association San Diego Chapter quarterly meeting on August 20.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

None.

ADJOURNMENT

There being no further business to discuss, Vice President Sannella adjourned the Regular Meeting of the Board of Directors at the hour of 6:00 p.m.

A Regular Meeting of the Vallecitos Board of Directors has been scheduled for Wednesday, September 16, 2020, at 5:00 p.m. via teleconference.

Michael A. Sannella, Vice President

Board of Directors

Vallecitos Water District

ATTEST:

Glenn Pruim, Secretary

Board of Directors

Vallecitos Water District