

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, MAY 5, 2021, AT 5:00 PM, VIA TELECONFERENCE

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

Present: Director Boyd-Hodgson  
Director Elitharp  
Director Hernandez (left at 5:53 p.m.)  
Director Pennock  
Director Sannella

Staff Present: General Manager Pruim  
Legal Counsel Gilpin  
Administrative Services Manager Emmanuel  
District Engineer Gumpel  
Finance Manager Owen  
Operations & Maintenance Manager Pedrazzi  
Capital Facilities Senior Engineer Morgan  
Public Information/Conservation Supervisor Robbins  
Systems Administrator Drummond  
Executive Secretary Posvar

Others Present: David Drake

Director Boyd-Hodgson led the pledge of allegiance.

ADOPT AGENDA FOR THE REGULAR MEETING OF MAY 5, 2021

21-05-01 MOTION WAS MADE by Director Hernandez, seconded by Director Pennock, and carried unanimously, to adopt the agenda for the Regular Board Meeting of May 5, 2021.

PUBLIC COMMENT

None.

PRESENTATION

David Drake, member of the Rincon del Diablo Municipal Water District Board of Directors and representing the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA), announced that the District received a refund check from ACWA/JPIA in the amount of \$149,764.15 due to the District's low insurance claims history. He commended the Board and staff for their efforts to reduce risk and workers compensation issues.

CONSENT CALENDAR

21-05-02 MOTION WAS MADE by Director Elitharp, seconded by Director Boyd-Hodgson, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Finance/Investment Committee Meeting – April 12, 2021
- B. Engineering/Equipment Committee Meeting – April 19, 2021
- C. Regular Board Meeting – April 21, 2021
- D. Finance/Investment Committee Meeting – April 26, 2021

1.2 Warrant List through May 5, 2021 - \$3,183,755.96

1.3 Operations & Maintenance Metrics Quarterly Report – March 31, 2021

1.4 Approval of Construction Agreement for Villa Serena Phase 1 Off-Site Sewer Improvements, APNs 220-112-09, 220-112-27, 220-112-28 & 220-100-63 (VS Phase 1 LP)

1.5 Final Acceptance of Vineyard Road Sewer Off-Site Improvements (Warmington Residential CA, Inc.)

1.6 Mutual Aid Agreement

ACTION ITEM(S)

AWARD OF AS-NEEDED TASK ORDER FOR THE MEADOWLARK WATER RECLAMATION FACILITY (MRF) PROJECT MANAGER STAFF EXTENSION

Capital Facilities Senior Engineer Morgan provided background information on the District's Meadowlark Reclamation Facility (MRF), originally built in 1958 and upgraded in 1982 and 2005. Recycled water is produced at the facility for wholesale purchase to the City of Carlsbad and Olivenhain Municipal Water District.

Capital Facilities Senior Engineer Morgan stated the Capital Facilities Department is currently managing six Capital Improvement Program (CIP) projects at MRF that are in different phases of planning, design and construction. The Conversion to Sodium Hypochlorite and the Chlorine Contact Tank Expansion projects are currently in the planning phase. The Tertiary Structural Improvements project is in the design phase and scheduled to begin construction in the winter of 2021. The Headworks Improvements, Biological Selector/Aeration Basin Improvements, and Odor Scrubber No. 1 Replacement projects are

either in the bid or early construction phase. Additional unplanned design and construction support requests from operations staff are anticipated in the future based on experience and the needs at MRF. To assist with the active CIP projects at MRF, staff solicited interest and availability for staff extension project management services from consultants on the District's As-Needed Civil Engineering Consultants List. Black & Veatch was selected due to their treatment plant and project management experience. Project management staff extension will assist with preparation of request for proposals, planning, design, and bid documents, and conduct construction management including coordinating inspections. Staff extension will work with existing project consultants, contractors, and District staff in daily correspondence and execution of project tasks. It is anticipated that the staff extension will average approximately 20 hours per week.

Capital Facilities Senior Engineer Morgan further stated the MRF staff extension services will be funded in the current fiscal year through the individually budgeted CIP projects which have multiyear timelines and budgets. Each fiscal year, funds will be allocated within the budgeted CIP projects. The first phase proposed for authorization extends from May 5, 2021 through June 30, 2022 in the amount of \$149,567; each subsequent fiscal year, reauthorization will be evaluated for need and brought back to the Board for approval.

Staff recommended, with the support of the Engineering/Equipment Committee, the Board authorize the General Manager to execute a task order with Black & Veatch in the amount of \$149,567 for capital facilities staff extension project management services at MRF.

21-05-03 MOTION WAS MADE by Director Hernandez, seconded by Director Pennock, and carried unanimously, to authorize the General Manager to execute a task order with Black & Veatch in the amount of \$149,567 for capital facilities staff extension project management services at MRF.

#### WATER SUPPLY CONDITIONS UPDATE

General Manager Pruim stated drought emergency declarations have been issued for areas of northern California. Staff will provide monthly updates to the Board on water supply conditions.

Public Information/Conservation Supervisor Robbins stated that on April 21, 2021, Governor Newsom directed agencies to take immediate action to bolster drought resilience and proclaimed a regional drought emergency for the Russian River watershed in Sonoma and Mendocino counties. Currently, there is no drought declaration for San Diego County.

Public Information/Conservation Supervisor Robbins presented an update on water supply conditions as follows:

- Northern Sierra 8-Station Precipitation Index

- Snowpack Water Content
- California Reservoir Storage
- Colorado River Status
- Three-Month Temperature Outlook (May, June, July 2021)
- Three-Month Precipitation Outlook (May, June, July 2021)
- Conclusion

Public Information/Conservation Supervisor Robbins stated future updates will include Gallons Per Capita Per Day data and financial impacts in the event a drought emergency is declared in San Diego County.

General discussion took place regarding water bonds previously passed in California and what the funds were used for, water storage, the District's plan for education, outreach, and conservation efforts in the event of a drought, and regional versus state-wide messaging.

Gayle Martin, member of the public, applauded the District for addressing this now and stated the District needs to be proactive earlier in explaining the differences in local and state-wide drought measures. She asked the District to consider changing its drought restrictions sooner so that something could be done to shut off a large waterfall in her community that wastes a lot of water.

This item was presented for information only.

#### SAN MARCOS STATE OF THE CITY ADDRESS

General Manager Pruim stated the San Marcos Chamber of Commerce will be hosting the virtual State of the City Address on May 19 at 11:00 a.m. Attendance by Directors at this event would typically require Board approval for per diem and expense reimbursement; however, the event is free and falls on the same day as a Regular Board meeting, so this is not an issue.

General Manager Pruim further stated the San Marcos Chamber of Commerce is soliciting sponsorships for the event. The cost for the Gold Level is \$1,500 and the Silver level is \$750. Both levels include recognition in the digital event program. All sponsorship proceeds will benefit the San Marcos Chamber of Commerce.

General discussion took place.

21-05-04 MOTION WAS MADE by Director Hernandez, seconded by Director Elitharp, and failed 3 - 2, to donate \$750 to the San Marcos Chamber of Commerce for Silver level sponsorship of the State of the City Address.

Director Hernandez left the meeting at 5:53 p.m.

## REPORTS

### GENERAL MANAGER

General Manager Pruim reported the following:

- Construction of solar energy generation facilities is complete at the Twin Oaks Reservoir and Lift Station No. 1 (LS1) sites. The District is waiting for San Diego Gas & Electric to install a transmission line at the Twin Oaks site to connect the system to the power grid. Staff was previously told that neither site could be activated until both sites were ready to be connected; however, that is not correct as each facility has a different tariff structure. The LS1 site was initialized effective March 24, 2021 and is now operating to lower the District's energy costs. Staff will provide regular updates on energy savings. It is anticipated that the Twin Oaks site will be activated on July 15, 2021. Staff is considering holding a COVID-safe ribbon cutting ceremony at the Twin Oaks site.
- As COVID statistics continue to improve, telecommuting staff are returning to the District office. The last group of employees returned to the office today. Approximately 95% of staff are now back. Masking and social distancing restrictions are still in place. A date to begin holding in-person Board meetings has not been decided yet and will be considered at a future Board meeting depending on state, county, and Cal/OSHA restrictions.

### DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin reported the following:

- Pending Assembly Bill (AB) 339 relates to how virtual Board meetings would be conducted in the future. AB 339 would require translation services to be provided for the ten most spoken languages in California and would allow non-English speaking persons double the amount of speaking time for public comment. AB 339 was amended last week so that it would only apply to cities and counties that contain at least 250,000 residents. If enacted, AB 339 would not apply to the District.
- Board Committee meetings must have less than a quorum of the Board in attendance in accordance with the Brown Act. Non-members of a committee may attend and observe the meeting but cannot speak or participate.
- The full and final settlement agreement with the San Diego County Water Authority (SDCWA) was executed this week. The pending action arising from that dispute will be dismissed.
- Mark Hattam, general counsel for SDCWA, is retiring.

### SAN DIEGO COUNTY WATER AUTHORITY

Director Elitharp stated the SDCWA Board and its committees met on April 22. The settlement of the desal dispute that Legal Counsel Gilpin spoke about previously was considered by the Water Planning Committee in Closed Session and approved by the Board later that day. The Board authorized the General Manager to seek opportunities to leverage up to 16,117 acre feet of the SDCWA's water stored in Kern County as ground water so that it may be used to assist during the state's drought. The Board also adopted positions on various assembly and state senate bills and adopted a resolution approving amendment to an extension of the Consolidated Memorandum of Understanding with Teamsters Local 911 representing the three bargaining units for the period July 1, 2021 to June 30, 2023.

### ENCINA WASTEWATER AUTHORITY

President Sannella reported on the April 28 EWA Board meeting at which the Board awarded a construction contract for the Effluent Equalization Facility Settlement Project in the amount of \$2 million. The facility was constructed in 2005 and requires maintenance. The Board approved a project for approximately \$750,000 for improvements to the overall system at the grit and screening facilities and process equipment in the primary treatments areas. The Board also adopted the Fiscal Year 2022 Pension Policy Operating Capital Budget.

President Sannella stated he attended an EWA workshop this morning at which information was presented regarding EWA's biosolids program and plans for renewable energy, solar, water reuse, and their pension liability.

### STANDING COMMITTEES

Director Boyd-Hodgson stated the Public Awareness/Personnel/Policy Committee met on May 3 at which a closed captioning program was tested during the meeting. The Committee discussed the employees return to work, consolidation of District ordinances and resolutions, planning for future staff retirements, and possible formation of a taskforce to educate children about water and related jobs in the water industry.

President Sannella reported on the April 26 Finance/Investment Committee at which consultants presented information regarding debt issuance and an update on the Cost of Service Study. The information will also be provided to the Board.

### DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Director Boyd-Hodgson reported on her attendance to the Water Education Foundation's Water 101 program and the Public Support for Water Infrastructure Policy Briefing. She also participated in a recent city-wide clean up event in San Diego.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

General Manager Pruim stated a Board workshop meeting is scheduled for May 6 at 3:00 p.m. to discuss the budget, CalPERS, and debt issuance.

Gayle Martin, member of the public, commented that she appreciated the efforts being made to assist the hearing impaired public with closed captioning and that the financial documents were made available at the same time as the agenda for this meeting.

ADJOURNMENT

There being no further business to discuss, President Sannella adjourned the Regular Meeting of the Board of Directors at the hour of 6:23 p.m.

A Regular Meeting of the Vallecitos Board of Directors has been scheduled for Wednesday, May 19, 2021, at 5:00 p.m. via teleconference.

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Michael A. Sannella, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruim, Secretary  
Board of Directors  
Vallecitos Water District