

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, OCTOBER 20, 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
Director Pennock
Director Sannella

Staff Present: General Manager Pruim
Assistant General Manager Gumpel
Legal Counsel Gilpin
Administrative Services Manager Emmanuel
Finance Manager Owen
Capital Facilities Senior Engineer Morgan
Development Services Senior Engineer Lopez
Asset Management Supervisor Bowman
Public Information/Conservation Supervisor Robbins
Principal Financial Analyst Arthur
Systems Administrator Drummond
Administrative Secretary Johnson

Director Hernandez led the pledge of allegiance.

ADOPT AGENDA FOR THE REGULAR MEETING OF OCTOBER 20, 2021

21-10-10 MOTION WAS MADE by Director Hernandez, seconded by Director Boyd-Hodgson, and carried unanimously, to adopt the agenda for the Regular Board Meeting of October 20, 2021.

PUBLIC COMMENT

None.

PRESENTATION

The Board acknowledged the following Employee Service Awards:

Jesse Halbig, Wastewater Collection System Worker II, 5 Years
Glenn Pruim, General Manager, 5 Years
Raul Rodarte, Wastewater Collection System Worker II, 5 Years
Steven Saavedra, Pump & Motor Technician II, 10 Years
Sally Sheets, Accounting Technician, 10 Years
Johnathan Todd, Information Technology Technician, 10 Years
Arturo Alvarez, Meter Service Worker II, 15 Years
David Elpin, Mechanic, 15 Years

Georgia Galindez, CMMS Planner, 15 Years
Toby Luna, Water System Operator II, 15 Years
Diane Posvar, Executive Secretary, 15 Years
Russell Kubota, Landscape Maintenance Worker II, 20 Years
Juli Neal, Customer Service Representative II, 20 Years
Ann Lopez, Engineering Technician II, 30 Years

CONSENT CALENDAR

21-10-11 MOTION WAS MADE by Director Hernandez, seconded by President Sannella, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Public Awareness/Personnel/Policy Committee Meeting – October 4, 2021
- B. Legal/Legislative Committee Meeting – October 5, 2021
- C. Closed Session Board Meeting – October 6, 2021
- D. Regular Board Meeting – October 6, 2021

1.2 Warrant List through October 20, 2021 - \$1,612,451.46

1.3 Financial Reports

- A. Water Meter Count – September 30, 2021
- B. Water Production/Sales Report – 2021/2022
- C. Quarterly Financial Report – September 30, 2021
- D. Per Capita Water Consumption – September 30, 2021
- E. Water Revenue and Expense Report – September 30, 2021
- F. Sewer Revenue and Expense Report – September 30, 2021
- G. Reserve Funds Activity – September 30, 2021
- H. Investment Report – September 30, 2021
- I. Legal Fees Summary – September 30, 2021

1.4 Operations & Maintenance Metrics Quarterly Report – September 30, 2021

1.5 Fall 2021 Between the Pipes – Vallecitos Water District Quarterly Newsletter

1.6 Award of Construction Contract for the Painting of District Facilities

1.7 Request for Water and Sewer Annexation Into the Water and Sewer Improvement District (Gray)

1.8 Approval of Temporary Off-Site Water Service Agreement for Matthes Residence (Tina M. Matthes)

1.9 Approval of Construction Agreement for Nordahl Road Subdivision (Sahar Naeemi)

1.10 Approval of Construction Agreement for San Marcos Highlands Phase 4 Improvements (KB Homes Coastal, Inc.)

ACTION ITEM(S)

URBAN RETAIL WATER SUPPLIERS: WATER LOSS MANAGEMENT

General Manager Pruim stated all water districts are required to submit an annual water loss report to the State Water Resources Control Board (SWRCB).

Public Information/Conservation Supervisor Robbins facilitated a presentation, Annual Water Loss Submittal, as follows:

- Senate Bill 555 by Senator Lois Wolk (passed in 2015)
- Water Loss Control Collaborative
- Water Loss Technical Assistance Program (TAP)
- Water Loss TAP Vallecitos Team
- Water Loss Terminology
- Validated Audit Results
- Recommendations for Improvement
- Annual Process and Standards

Public Information/Conservation Supervisor Robbins stated the District's water loss report for 2020 has been submitted to the SWRCB.

General discussion took place during which the Board requested staff provide historical data on the District's water loss. The District's water loss has been fairly steady over the past four years.

This item was presented for information only.

WATER SUPPLY CONDITIONS UPDATE

Public Information/Conservation Supervisor Robbins facilitated a presentation, Update on Water Supply Conditions, as follows:

- Governor Issues Proclamation Extending Drought Statewide
- Northern Sierra 8-Station Precipitation Index
- Snowpack Water Content
- California Reservoir Storage
- Colorado River Shortage Declared
- Colorado River Status
- Three-Month Temperature Outlook

- Three-Month Precipitation Outlook
- New Ordinance and Video

General discussion took place.

Gayle Martin, member of the public, stated her concerns about the District's reserves and urged the Board to use reserves to offset water rate increases.

This item was presented for information only.

DISCUSSION REGARDING THE RETURN TO IN-PERSON PUBLIC MEETINGS

General Manager Pruim stated recent legislative bills have passed that allow agencies to continue to conduct public meetings remotely under certain conditions. If the Board desires to continue videoconferencing meetings, the Board will be required to make certain findings every 30 days. Three emails encouraging the return to in-person meetings have been received from the public.

General Manager Pruim recommended that if the Board wishes to return to in-person meetings, all Board members must be present in the Board room as it would be technologically difficult to conduct a "hybrid" meeting where some attended virtually. General Manager Pruim indicated he, as well the Board members, would be in the Board room and that staff would attend remotely via Zoom. Employees are currently prohibited from congregating with or without masks. Masks would be required for unvaccinated members of the public (self-attestation), and masks would be recommended for everyone regardless of their vaccination status. It would be difficult to provide social distancing for the Board if they sit at the dais.

General Manager Pruim requested Board direction on 1) does the Board wish to return to in-person meetings beginning on November 3, 2021, or a later date; and 2) if the meeting were held in person, would there be a Zoom component for the public to either watch or participate? If the Board wishes to continue teleconferencing meetings, the Board will have to make findings at this meeting and every 30 days thereafter.

Legal Counsel Gilpin stated in order to continue conducting meetings via teleconferencing during a proclaimed State of Emergency, an agency must find by majority vote that either:

- State or local officials have imposed or recommended measures to promote social distancing; or
- As a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.

General discussion took place regarding the pros and cons of returning to in-person meetings or continuing with teleconferencing, a hybrid meeting format, and public health recommendations.

The general consensus of the Board was to conduct the November 3, 2021, Board meeting in-person. To the extent that it is possible, the Zoom platform will be offered to the public to observe and possibly provide comment remotely. Board members, staff, and the public will be required to wear masks regardless of vaccination status.

Trisha Woolslayer, the District's Risk Management Supervisor, speaking as a member of the public, stated her concerns regarding the return to in-person public meetings.

Further general discussion took place.

Director Boyd-Hodgson experienced technical difficulties during the roll call vote.

21-10-12 MOTION WAS MADE by Director Hernandez, seconded by President Sannella, and carried 3 – 1, with Directors Elitharp, Hernandez and Sannella voting yes, Director Pennock voting no, and Director Boyd-Hodgson absent, to return to in-person public meetings beginning at the November 3, 2021, Board meeting and including Board Committee meetings. Facial coverings will be mandatory for all attendees subject to American Disabilities Act rules.

ASSOCIATION OF CALIFORNIA WATER AGENCIES ELECTION OF OFFICERS

General Manager Pruim stated the Association of California Water Agencies (ACWA) has announced a slate of candidates for ACWA President and Vice President for the 2022-2023 term. An election will be conducted during the General Membership meeting at their Fall Conference on December 1, 2021. The Nominating Committee recommends current Vice President Pamela Tobin for ACWA President and current Region 10 Vice Chair Cathy Green for ACWA Vice President.

General Manager Pruim further stated the Board must designate who will cast the Board's vote in the election. Additionally, if a Director desires to be nominated to oppose either of the recommended candidates, a resolution of support for their candidacy must be submitted to ACWA by Wednesday, November 24, 2021, to facilitate a floor nomination at the General Membership meeting.

General discussion took place. No Directors expressed a desire to run for either position. The consensus of the Board was to have Director Hernandez cast the District's vote while attending the ACWA Fall Conference.

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

- In observance of the Imagine A Day Without Water event on October 21, the District will be releasing a video staff created featuring San Marcos Mayor Rebecca Jones.

The City of San Marcos has agreed to share the video on their website and social media platforms which should increase viewership.

- Staff is continuing to work with the state regarding the utility bill payment arrearages program which will help customers with unpaid water bill balances accumulated between March 2020, and June 2021. The District has completed the required survey. Formal applications are due on December 6. The state will begin making payments on November 1. More funds are available than there were requests. Staff anticipates the District will receive approximately \$300,000 to assist customers with overdue bills. The state will open the program up to unpaid sewer bills in January.

DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin commented on the Governor's drought proclamation which added eight counties including San Diego County.

Legal Counsel Gilpin briefly discussed the differences between standing committees and ad hoc committees (temporary advisory committees) and Brown Act requirements of those types of committees.

SAN DIEGO COUNTY WATER AUTHORITY

Director Elitharp stated the next SDCWA Board meeting is scheduled for October 28.

ENCINA WASTEWATER AUTHORITY

Director Hernandez reported on his attendance to the Capital Improvement Committee meeting this morning at which the Committee discussed the connection of the second grit screen of four and the demolition of the last two grit screens in addition to projects related to the co-generation building and the HVAC upgrade to the administration building.

President Sannella stated the Policy and Finance Committee met last week at which the Committee received a report regarding comps and reimbursements for the previous fiscal year.

STANDING COMMITTEES

Director Elitharp stated the Engineering/Equipment Committee met on October 11. The Committee completed a review of the development construction agreement and received updates on several items including the Tesla battery storage system, Land Outfall West condition assessment, and Sage Canyon Tank refurbishment.

Director Boyd-Hodgson announced the Palomar College internship agreement with the District has been finalized. The internship program will start next spring.

Director Hernandez inquired about what progress the Public Awareness/Personnel/Policy Committee is making on the scholarship program. General Manager Pruim stated staff will be providing information at the next Committee meeting.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

None.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

None.

ADJOURNMENT

There being no further business to discuss, President Sannella adjourned the Regular Meeting of the Board of Directors at the hour of 6:36 p.m.

A Regular Meeting of the Vallecitos Board of Directors has been scheduled for Wednesday, November 3, 2021, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

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

ATTEST:

Glenn Pruim, Secretary
Board of Directors
Vallecitos Water District