

MINUTES OF A MEETING OF THE  
PUBLIC AWARENESS/PERSONNEL/POLICY COMMITTEE  
OF THE VALLECITOS WATER DISTRICT  
MONDAY, DECEMBER 6, 2021, AT 10:00 A.M.  
AT THE DISTRICT OFFICE IN THE BOARD ROOM  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

Director Boyd-Hodgson called the meeting to order at the hour of 10:00 a.m.

Present: Director Boyd-Hodgson  
Director Pennock  
General Manager Pruiam  
Assistant General Manager Gumpel  
Finance Manager Owen  
Development Services Senior Engineer Lopez  
Customer Service Supervisor Saavedra  
Meter Services Supervisor Tapia  
Public Information/Conservation Supervisor Robbins  
Administrative Secretary Johnson

PUBLIC COMMENT

None.

ITEMS FOR DISCUSSION

PERSONNEL

None.

PUBLIC AWARENESS

**(OLD BUSINESS) UPDATE ON VWD SCHOLARSHIP PROGRAM**

Public Information/Conservation Supervisor Robbins facilitated a discussion on scholarship criteria such as the number of scholarships and dollar amount to be offered, which high schools/colleges would be eligible, selection process (essay or application), method of payment to student or school, reimbursement or upfront payment, passing grade requirements, and budget considerations.

General discussion took place. General Manager Pruiam suggested the scholarship program mirror the District's existing employee tuition reimbursement program. Staff will provide the Committee with information on the employee program to assist in determining criteria for the scholarship program. The Committee favored providing the scholarship funds to the recipients up front and requiring them to report back to the Board as to how they were able to use the funds, what they learned, etc., with preference to students going into a water or wastewater related field of study.

General Manager Pruum stated the Board will have to approve a dollar amount for the scholarship program, eligibility criteria, and the selection process. Staff will prepare criteria based on the Committee's input for further discussion at the next Committee meeting.

### **(OLD BUSINESS) UPDATE ON BILL DEAN PROGRAM**

General Manager Pruum stated the agreement with Bill Dean has been signed. Mr. Dean is currently reviewing schools, classrooms and teachers who will help with the program. The fifth-grade water unit generally takes place at the later part of the school year (April, May). The Committee will receive an update once the school, teacher, and classroom have been selected. \$25,000 has been set aside in the budget for this program.

### POLICY

### **(OLD BUSINESS) UPDATE ON SINGLE USE PLASTICS RESOLUTION**

Public Information/Conservation Supervisor Robbins has researched the cost of compostable knives, forks, and spoons for staff use versus plastic utensils. The cost difference is not significant, approximately \$270 more per year. The compostable utensils may be recycled. Providing boxed water for Board meetings instead of water in plastic bottles would cost approximately \$90 more per year. There also would not be a significant financial impact in using paper cups instead of plastic cups. Staff is prepared to move forward with the elimination of single-use plastics. The Committee is supportive of this.

Director Boyd-Hodgson would like the District to adopt a resolution in support of the City of San Marcos' recently adopted ordinance prohibiting single-use plastics. Staff recommended the resolution also include changes the District will make to their purchasing practices in regard to single-use plastics. Director Boyd-Hodgson will provide a copy of the City's ordinance to staff for reference in preparing a resolution for the Board's consideration.

### **(NEW BUSINESS) PRIORITIZATION OF ORDINANCES/RESOLUTIONS/POLICIES REVIEW**

General Manager Pruum stated staff created a list of 14 ordinances, resolutions, policies or practices that either the Board or staff has expressed an interest in reviewing and updating. He asked for the Committee's input to narrow the list to six or so before presenting them to the Board to decide which ones to focus on. The Board, during General Manager Pruum's recent performance evaluation, suggested reviewing two to three ordinances, resolutions or policies per year.

Staff briefly reviewed each item on the list and the reasons they are recommended for review. The list included the timing of capacity fees, backflow device upgrades, inactive account status, Ordinance No. 216 (business of the Board), reserve levels, late bill payment arrangements, travel, purchasing, Board orientation handbook, fire service discharge to sewer, water/sewer lease capacity, reimbursement agreement policy, agricultural water, and temporary off-site agreements.

General discussion took place. Director Boyd-Hodgson requested the ordinance and resolution numbers of the items discussed.

Ordinances/resolutions/policies relating to the following were recommended for review:

- Ordinance No. 216 (business of the Board)
- reserve policy
- temporary off-site agreements
- water/sewer lease capacity
- backflow device upgrades
- Board orientation handbook
- reimbursement agreement policy

Staff will prepare an agenda item for a January Board meeting with recommendations for policy review.

NEXT MEETING DATE – OCTOBER 4, 2021

Due to the proximity of the holidays, the January 3, 2022, Committee meeting has been rescheduled to Monday, January 10, 2022.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at the hour of 11:30 a.m.