

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, JANUARY 12, 2022, AT 5:00 PM, AT THE DISTRICT OFFICE
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Elitharp called the Special 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
Operations & Maintenance Manager Pedrazzi
Capital Facilities Senior Engineer Morgan
Development Services Senior Engineer Lopez
Capital Facilities Engineer Santos
Asset Management Supervisor Bowman
Information Technology Supervisor Labarrere
Public Information/Conservation Supervisor Robbins
Administrative Secretary Johnson

Director Boyd-Hodgson led the pledge of allegiance.

ADDITIONS TO THE AGENDA

None.

ADOPT AGENDA FOR THE SPECIAL MEETING OF JANUARY 12, 2022

22-01-03 MOTION WAS MADE by Director Boyd-Hodgson, seconded by Director Hernandez, and carried unanimously, to adopt the agenda for the Special Board Meeting of January 12, 2022.

PUBLIC COMMENT

Gayle Martin, member of the public, commented on the District's reserves levels, rate increases, and the developer fund deficit, and inquired about the date for the public workshop.

PRESENTATION

Public Information/Conservation Supervisor Robbins presented videos created by staff that were submitted to the California Water Environment Association (CWEA) for awards. The District will receive three CWEA awards on January 29, 2022: Tertiary Recycled Water Plant

of the Year, O&M Operator of the Year, and Community Engagement and Outreach Best Use of Social Media.

CONSENT CALENDAR

22-01-04 MOTION WAS MADE by Director Hernandez, seconded by Director Sannella, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

A. Regular Board Meeting – December 15, 2021

1.2 Warrant List through January 12, 2022 - \$4,652,066.44

1.3 Financial Reports

A. Water Meter Count – December 31, 2021

B. Water Production/Sales Report – 2021/2022

C. Quarterly Financial Report – December 31, 2021

D. Per Capita Water Consumption – December 31, 2021

E. Water Revenue and Expense Report – December 31, 2021

F. Sewer Revenue and Expense Report – December 31, 2021

G. Reserve Funds Activity – December 31, 2021

H. Investment Report – December 31, 2021

I. Legal Fees Summary – December 31, 2021

1.4 Approval of Construction Agreement Extension for St. Stefan Terrace 4 Lot Subdivision (Alex Ahmadian)

1.5 Asterra Utilis Satellite Leak Detection Collaboration Project with San Diego County Water Authority

1.6 Award of Construction Contract for the Twin Oaks Reservoir No. 1 Fall Protection Installation

1.7 Request to Start New Employee at Step G of the Salary Range

ACTION ITEM(S)

WATER SUPPLY CONDITIONS UPDATE

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

- Vallecitos Currently in a Level 1 – Drought Watch
- Northern Sierra 8-Station Precipitation Index

- Snowpack Water Content
- California Reservoir Storage
- Colorado River Status
- Three-Month Temperature Outlook
- Three-Month Precipitation Outlook
- State Water Board Emergency Regulations
- Estimated Residential Gallons Per Capita Per Day
- Conclusion

This item was presented for information only.

CONSTRUCTION CONTRACT AWARD FOR SAGE CANYON TANK REFURBISHMENT PROJECT

Capital Facilities Senior Engineer Morgan stated the Sage Canyon Tank, built in 2000 and last inspected in 2018, requires full refurbishment due to deterioration of the existing interior epoxy coating and exterior epoxy/urethane paint systems. He reviewed the staff report regarding the project including the bidding process and budget summary.

Staff recommended the Board approve an increase to the project budget by \$551,089 to total \$1,706,089, and authorize the General Manager to execute a task order with Harper & Associates Engineering in the amount of \$62,620 for construction phase inspection services and a construction contract with Advanced Industrial Services, Inc. in the amount of \$1,438,180 for the Sage Canyon Tank Refurbishment Project, subject to the provisions of the contract.

General discussion took place.

22-01-05 MOTION WAS MADE by Director Sannella, seconded by Director Boyd-Hodgson, and carried unanimously, to approve staff's recommendations.

AWARD OF CONSTRUCTION CONTRACT FOR MEADOWLARK WATER RECLAMATION FACILITY TERTIARY STRUCTURAL REHAB AND REPAIRS

Capital Facilities Senior Engineer Morgan provided background information on the tertiary treatment process at the Meadowlark Water Reclamation Facility, installed in 1981 with three filters and later expanded to six filters in 2005. He reviewed the staff report which details the proposed structural rehab and repairs, bidding process, scope of work, and budget summary.

Staff recommended the Board approve a project budget increase in the amount of \$318,923 to total \$1,033,923 and authorize the General Manager to execute a construction contract with Filanc in the amount of \$773,000, subject to the provisions of the contract.

General discussion took place.

22-01-06 MOTION WAS MADE by Director Hernandez, seconded by Director Pennock, and carried unanimously, to approve staff's recommendations.

DISCUSSION REGARDING IN-PERSON PUBLIC MEETINGS

General Manager Pruim stated that from March 18, 2020, to October 20, 2021, the District conducted all public meetings, including Board and Committee meetings, via the Zoom videoconferencing platform as permitted by Executive Orders issued by Governor Newsom due to the COVID-19 pandemic. The portions of the Executive Orders pertaining to teleconference meetings expired on September 30, 2021, and were replaced by Assembly Bill (AB) 361 effective October 1, 2021. AB 361 requires agencies to take certain actions based on findings to continue conducting meetings virtually. The Board did not take action at the October 20, 2021, Board meeting to continue virtual meetings, thus requiring in-person public meetings.

General Manager Pruim further stated cases of the omicron variant of the COVID virus are currently surging. Many local agencies are returning to virtual meetings, including the City of San Marcos. If the Board wishes to return to virtual meetings, the majority of the Board must make a finding that in-person meetings will present an imminent risk to the health and safety of meeting attendees, and the Board must take subsequent action every 30 days to continue to meet virtually. If the Board wishes to continue in-person meetings, the Board does not need to take action. Currently, facial coverings are required for all attendees regardless of vaccination status. General Manager Pruim recommended the return to virtual meetings as the surge has hit the District hard operationally.

General discussion took place.

22-01-07 MOTION WAS MADE by Director Sannella, seconded by Director Boyd-Hodgson, and carried 3 – 2, with Directors Hernandez and Pennock voting no, to return Board and Committee meetings to a virtual format to be reconsidered every 30 days with the finding that State and local officials continue to impose or recommend measures to promote social distancing during the continued state of emergency.

SELECTION OF PRESIDENT AND VICE PRESIDENT

General Manager Pruim stated District Ordinance No. 216 provides guidance on the annual Board reorganization which typically takes place at the first Board meeting in December. The ordinance stipulates that each Director will have the opportunity to hold the office of President once during their first term; however, it does not address the Vice President.

General Manager Pruim further stated it has been the District's practice to rotate the President and Vice President based on the division each Director represents. If the Board continues the rotation, it will eventually conflict with Section 1.9 B of Ordinance No. 216. If the Board chooses not to modify the ordinance, the conflict could be avoided by appointing either Director Boyd-Hodgson or Director Pennock as President in December 2022 and 2023. This item was requested by Director Boyd-Hodgson and discussed at the Public Awareness/Personnel/Policy Committee (P3) meeting on January 10.

General discussion took place. It was noted that there are other areas of Ordinance No. 216 that need to be reviewed. The consensus of the Board was to direct the P3 Committee to review Ordinance No. 216 in its entirety.

GENERAL MANAGER

General Manager Pruim reported the following:

- The District seal displayed on the wall behind the dais in the Board Room has been refreshed with new paint.
- The District was scheduled to receive a proclamation from the City of San Marcos in January for the District's assistance with the hydration station installations; however, the City Council's in-person meeting was cancelled due to COVID. The presentation will be rescheduled for the City Council's next in-person meeting on a date to be determined.
- The January 19, Regular Board meeting has been cancelled. There was going to be a schedule conflict with a conference on that date. The conference has been cancelled; however, there is not enough time to prepare an agenda for that date. The next Board meeting is scheduled for February 2, and will be conducted virtually.

DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin stated the Driscoll litigation has been dismissed without prejudice.

SAN DIEGO COUNTY WATER AUTHORITY

President Elitharp stated the CWA Board has scheduled a Special Board meeting on January 13, to consider the AB 361 finding for continuing virtual meetings. The Regular Board meeting is scheduled for January 27.

ENCINA WASTEWATER AUTHORITY

None.

STANDING COMMITTEES

Director Boyd-Hodgson summarized discussion that took place at the January 10, 2022, Public Awareness/Personnel/Policy Committee meeting. The proposed scholarship program will be presented to the Board in the near future in addition to a resolution in support of the City of San Marcos' ordinance prohibiting the use of single-use plastic food service ware.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

None.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

Director Hernandez requested a date be selected for the public workshop meeting regarding reserves. The meeting may be delayed until an in-person meeting is possible.

ADJOURNMENT

There being no further business to discuss, President Elitharp adjourned the Regular Meeting of the Board of Directors at the hour of 6:29 p.m.

A Regular Meeting of the Vallecitos Board of Directors has been scheduled for Wednesday, February 2, 2022, at 5:00 p.m. via teleconference.

Craig Elitharp, President
Board of Directors
Vallecitos Water District

ATTEST:

Glenn Pruum, Secretary
Board of Directors
Vallecitos Water District