

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, FEBRUARY 2, 2022 AT 5:00 PM, VIA TELECONFERENCE

President Elitharp 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 Hester
Administrative Services Manager Emmanuel
Finance Manager Owen
Operations & Maintenance Manager Pedrazzi
Capital Facilities Senior Engineer Morgan
Development Services Senior Engineer Lopez
Information Technology Supervisor Labarrere
Public Information/Conservation Supervisor Robbins
Information Technology Technician Todd

Director Hernandez led the pledge of allegiance.

General Manager Pruim stated that based on the advice of the District's legal counsel, staff recommended Item 1.8 of the Consent Calendar be removed from the Consent Calendar and placed under Action Items pursuant to provisions of Senate Bill 1436. President Elitharp proposed Item 1.8 be addressed as the first Action Item.

ADOPT AGENDA FOR THE REGULAR MEETING OF FEBRUARY 2, 2022

22-02-01 MOTION WAS MADE by Director Hernandez, seconded by Director Sannella, and carried unanimously, to adopt the agenda for the Regular Board Meeting of February 2, 2022 with the recommended modifications.

PUBLIC COMMENT

Gayle Martin, member of the public, inquired about the construction costs on this agenda, and how and when redistricting maps will be circulated to the public. She also congratulated the District on recent awards and the scholarship program.

PRESENTATION

Public Information/Conservation Supervisor Robbins announced the District received three President's Special Recognition Awards from the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums" in the Liability, Property, and Workers' Compensation Programs. The District's loss ratio in these three areas has been 20% or less in the past three years. As a result, the District will be receiving a refund check from ACWA/JPIA for approximately \$127,000.

President Elitharp requested an item be placed on a future agenda to consider sharing a portion of the refund with staff as has been done in the past.

CONSENT CALENDAR

22-02-02 MOTION WAS MADE by Director Sannella, seconded by Director Hernandez, and carried unanimously, to approve Items 1.1 through 1.7 of the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Public Awareness/Personnel/Policy Committee Meeting – January 10, 2022
- B. Closed Session Board Meeting – January 12, 2022
- C. Special Board Meeting – January 12, 2022

1.2 Warrant List through February 2, 2022 - \$7,073,155.12

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

1.4 Award of Construction Contract for the Repair of Asphalt Roads

1.5 Award of Construction Contract for the Vault Net Fall Protection Installation Project

1.6 Approval of Construction, Temporary Off-Site Sewer Service, and Reimbursement Agreements for Sunrise Orix Residential Development Sewer Improvements (Cal Hearthstone Lot Option Pool 01, LP)

1.7 Findings to Continue Holding Remote/Teleconference Meetings Pursuant to Assembly Bill 361

1.8 New Benefits for Employees in Management Positions

ACTION ITEM(S)

NEW BENEFITS FOR EMPLOYEES IN MANAGEMENT POSITIONS

General Manager Pruim stated that in order to remain competitive when recruiting new employees and retaining existing employees, staff is proposing the District offer enhanced benefits for managers. District managers are not represented by the Vallecitos Water District Employees Association. Staff recommended three new benefits for management positions and a change to the District's existing leave policy as follows:

- New hires with prior public service experience would be provided with an initial, one-time vacation leave bank of up to 80 hours. This would not affect the annual vacation accrual rate, and would be offered at the General Manager's discretion based on the circumstances of the candidate being considered.
- A one-time signing bonus could be offered to new hires at the discretion of the General Manager based on current labor market conditions. The maximum amount offered would be \$10,000 and would not affect retirement calculations.
- New and existing managers, not including the General Manager, would be provided between 40 and 80 hours of management leave per year, depending on the particular demands of the manager's job. Management leave would have to be used in the calendar year it is earned, could not be rolled over to another year or be cashed out, and would not affect retirement calculations.
- A change to the existing leave policy would require managers to use sick or vacation leave for absences in excess of four hours. This leave policy would also pertain to the General Manager.

General discussion took place.

22-02-03 MOTION WAS MADE by Director Sannella, seconded by Director Hernandez, and carried unanimously, to adopt the resolution approving staff's recommendation as discussed with the amendment that management leave be capped at 40 hours per employee, and direct the General Manager to provide the Board and employees, within 60 days, a policy regarding the implementation of management leave.

Resolution No. 1603 - The roll call vote was as follows:

AYES: Boyd-Hodgson, Elitharp, Hernandez, Pennock, Sannella
NOES:
ABSTAIN:
ABSENT:

SCHOLARSHIP CONTEST RECOMMENDATION

Public Information/Conservation Supervisor Robbins stated the Public Awareness/Personnel/Policy Committee (P3) has met several times to discuss a proposed scholarship program. The P3 Committee recommends the District offer flat \$1,000 scholarships to one student at Palomar College, one student at California State University San Marcos, and one

senior at each of the following high schools: Mission Hills High School, San Marcos High School, Foothills/Twin Oaks High School and High Tech High North County High School. A total of six scholarships would be offered annually, requiring an annual budget of \$6,000. Payment would be made directly to the student. The selection process would require students to submit an application, an essay, a letter of recommendation, and a financial needs worksheet. The P3 Committee would serve as competition judges, and would be responsible for reviewing and recommending scholarship recipients to the Board each year. Upon Board approval, staff will develop an outreach effort which will include distributing scholarship information to college and high school counselors, a press release, and announcing the program on the District's website and social media.

Public Information/Conservation Supervisor Robbins further stated that per legal counsel, the District may fund the scholarships provided the District makes findings on the record that demonstrate that funding the scholarships furthers a District purpose by:

- prominently displaying the District and its place in the community as the agency providing water, wastewater, and recycled water services;
- fostering students' interest in engineering, water resources and other fields related to the District's functions; and
- making students aware of career possibilities in the water industry.

Funding for the scholarships must come from lease or cell tower revenue.

Staff recommended the Board approve implementation of an annual scholarship program.

General discussion took place during which it was clarified that funding for the scholarship program must come from unrestricted revenue, not rate revenue. Director Sannella requested appropriate documentation of the program be developed. Directors Pennock and Boyd-Hodgson provided further details about the scholarship program.

22-02-04 MOTION WAS MADE by Director Boyd-Hodgson, seconded by Director Hernandez, and carried unanimously, that the District implement an annual scholarship program in the amount of \$6,000. The proposed scholarships would further the District's public purpose by prominently displaying the District and its place in the community as the agency providing water, wastewater, and recycled water services; fostering students' interest in engineering, water resources and other fields related to the District's functions; and making students aware of career possibilities in the water industry. Funding for the scholarships must come from unrestricted revenue.

RESOLUTION OF THE BOARD OF DIRECTORS IN SUPPORT OF CITY OF SAN MARCOS ORDINANCE 2021-1507 RESTRICTING THE USE OF SINGLE-USE PLASTIC FOOD SERVICE WARE

Public Information/Conservation Supervisor Robbins stated the City of San Marcos adopted Ordinance No. 2021-1507 on October 26, 2021, which restricts the use of single-use plastic

food service ware. As the District is committed to ongoing efforts to reduce the usage of products that are harmful to the environment, staff recommended the Board adopt a resolution declaring support for City of San Marcos Ordinance No. 2021-1507.

General discussion took place.

22-02-05 MOTION WAS MADE by Director Boyd-Hodgson, seconded by Director Hernandez, and carried unanimously, to adopt the resolution in support of City of San Marcos Ordinance No. 2021-1507.

Resolution No. 1604 - The roll call vote was as follows:

AYES: Boyd-Hodgson, Elitharp, Hernandez, Pennock, Sannella
NOES:
ABSTAIN:
ABSENT:

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

- Staff accepted three awards from the California Water Environment Association at an awards ceremony held last weekend in San Diego. The District received awards for Wastewater Plant of the Year, Wastewater Operator of the Year, and Best Use of Social Media for Outreach.
- The District continues to struggle with COVID. District facilities have been divided into five work zones. Four of the five zones have been declared outbreaks over time. Affected employees have been sent home to work remotely and are brought back when it is safe to do so.

DISTRICT LEGAL COUNSEL

None.

SAN DIEGO COUNTY WATER AUTHORITY

Director Elitharp provided a summary of several actions taken at the January 27 SDCWA Board meeting.

ENCINA WASTEWATER AUTHORITY

Director Hernandez stated the EWA Board met on January 26. The Board reviewed committee assignments, the tactical plan and capital improvements. The next Capital Improvement Committee meeting is scheduled for February 16.

President Sannella added that the Board will be forming an executive steering committee to explore and move forward with EWA's water reuse initiative.

STANDING COMMITTEES

Director Elitharp reviewed the agenda from the January 25 Engineering/Equipment Committee meeting.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Directors Sannella and Elitharp reported on their attendance to the virtual Council of Water Utilities meeting on January 18.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

Director Boyd-Hodgson praised staff for their prompt response to customer needs during the COVID pandemic.

ADJOURNMENT

There being no further business to discuss, President Elitharp adjourned the Regular Meeting of the Board of Directors at the hour of 6:20 p.m.

A Regular Meeting of the Vallecitos Board of Directors has been scheduled for Wednesday, February 16, 2022, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

Craig Elitharp, President
Board of Directors
Vallecitos Water District

ATTEST:

Glenn Pruij, Secretary
Board of Directors
Vallecitos Water District