

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, MARCH 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 Gilpin
Administrative Services Manager Emmanuel
Finance Manager Owen
Operations & Maintenance Manager Pedrazzi
Public Information/Conservation Supervisor Robbins
Principal Financial Analyst Arthur
Information Technology Technician Todd
Administrative Secretary Johnson

General Manager Pruim led the pledge of allegiance.

ADDITIONS TO THE AGENDA

None.

ADOPT AGENDA FOR THE REGULAR MEETING OF MARCH 2, 2022

22-03-01 MOTION WAS MADE by Director Sannella, seconded by Director Pennock, and carried unanimously, to adopt the agenda for the Regular Board Meeting of March 2, 2022.

PUBLIC COMMENT

None.

CONSENT CALENDAR

22-03-02 MOTION WAS MADE by Director Sannella, seconded by Director Hernandez, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Public Awareness/Personnel/Policy Committee Meeting – February 7, 2022
- B. Finance/Investment Committee Meeting – February 15, 2022
- C. Regular Board Meeting – February 16, 2022

- 1.2 Warrant List through March 2, 2022 - \$3,312,550.80
- 1.3 General Counsel Services Agreement Extension
- 1.4 Job Classification Retitles and Pay Adjustments for Executive Secretary and Administrative Secretary

ACTION ITEM(S)

DISCUSSION REGARDING IN-PERSON PUBLIC MEETINGS

General Manager Pruim stated a series of Executive Orders by Governor Newsom allowed public meetings to be conducted virtually due to the COVID-19 pandemic. As the COVID-19 situation has progressed, the Executive Orders have been mostly rescinded and replaced by other legislation, most recently Assembly Bill (AB) 361. AB 361 still allows for virtual meetings, but in order to do so, the Board must make certain findings every 30 days. On October 20, 2021, the Board did not make findings to continue virtual public meetings, causing the return to in-person public meetings briefly. On January 12, 2022, the Board elected to return to virtual meetings due to a surge in COVID-19 cases. On February 2, 2022, the Board made the findings required to continue conducting meetings virtually. If the Board wishes to continue virtual meetings, it must make findings at this meeting that a state of emergency continues to exist that poses a threat to human health. If the Board does not make the required findings, in-person Board and committee meetings would resume on Friday, March 4.

General Manager Pruim further stated that San Diego County is still considered a high transmission area based on local case rates. The Center for Disease Control and the California Department of Public Health still recommend everyone wear masks indoors in high transmission areas. If the Board decides to return to in-person meetings, staff will provide the most up-to-date information regarding safety protocols prior to scheduled meetings.

General discussion took place during which General Manager Pruim recommended continuing conducting virtual meetings for another two weeks and reconsideration of this item at the March 16, Board meeting to comply with the 30-day findings requirement.

22-03-03 MOTION WAS MADE by Director Boyd-Hodgson, seconded by Director Sannella, and carried 4 – 1, with Director Hernandez voting no, to approve staff's recommendation to continue conducting virtual public meetings for at least two more weeks and reconsider the return to in-person meetings at the March 16, Board meeting.

FISCAL YEAR 21/22 TACTICAL PLAN INITIATIVES

General Manager Pruim stated that at their December 15, 2021, meeting, the Board approved Strategic Plan 2022, which provides high level strategic direction for the District over the next five years. He briefly reviewed the plan's six Strategic Focus Areas and their Supporting Strategies. Staff will be assembling a Tactical Plan for each fiscal year of the Strategic Plan. The Tactical Plan will outline the strategic initiatives needed to fulfill the objectives of the Strategic Plan. The strategic initiatives must be specific, measurable, attainable, relevant and time-bound (SMART).

General Manager Pruim further stated Tactical Plan 2022 covers the remaining four months of Fiscal Year (FY) 2021/2022, and contains 37 initiatives. At the conclusion of FY 2021/2022, staff will provide a report to demonstrate the level of performance of Tactical Plan 2022 and present Tactical Plan 2023.

Staff recommended the Board adopt Tactical Plan 2022.

General discussion took place.

22-03-04 MOTION WAS MADE by Director Hernandez, seconded by Director Sannella, and carried unanimously, to adopt Tactical Plan 2022.

RECOMMENDATIONS FROM THE PUBLIC AWARENESS/PERSONNEL/POLICY COMMITTEE REGARDING ORDINANCE NO. 216

General Manager Pruim stated the Public Awareness/Personnel/Policy (P3) Committee has been tasked with reviewing District ordinances, resolutions and policies. The P3 Committee recently reviewed Ordinance No. 216 which establishes the general provisions for conducting the business of the Board.

Public Information/Conservation Supervisor Robbins stated the P3 Committee reviewed Ordinance No. 216 in its entirety at their February 7, 2022, meeting. He reviewed the P3 Committee's recommendations for three sections of the ordinance for the Board to consider, which included:

- Section 1.9B: Board Reorganization – keep existing language and add that the President shall appoint the Vice President.
- Section 1.9C: Board Reorganization – remove this section.
- Section 2.3: Reimbursement of Expenses and Reporting – leave as is for now and review again when travel guidelines are reviewed in the Employee Handbook.

General discussion took place. Clarification of the selection process for the President, committee members and agency representatives was requested.

The P3 Committee recommended further Board level discussion on the following sections of the ordinance:

- Section 1.5: Agenda – is a second needed when requesting an item be placed on an agenda?
- Section 1.8B: Standing Advisory Committees – need criteria for formation of an Ad Hoc Committee and clarify the appointment process for members of the public.
- Section 1.8C: Standing Advisory Committees – should the Board vote to approve minutes of committee meetings or should committees approve their own minutes?

Further discussion took place.

The Board directed the P3 Committee to further review Ordinance No. 216 taking into consideration the Board's concerns regarding the sections discussed at this meeting.

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF DIRECTORS CALL FOR NOMINATIONS – SEAT B

General Manager Pruim stated the CSDA Elections and Bylaws Committee is seeking nominations from the southern network for Seat B on their Board of Directors. He briefly reviewed the eligibility requirements, commitments and expectations of the CSDA Board. The District is allowed one nomination which would require a resolution of support, and completion of the Candidate Information Sheet and Nomination Form. Nominations are due by March 31. CSDA will develop a slate of candidates based on the nominations received.

General discussion took place.

No action was taken.

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

- Staff is finalizing the interactive maps for the redistricting process. The interactive maps are expected to be available to the public next week, well ahead of the Board meeting scheduled for March 16, at which the redistricting will be discussed.
- Staff recently opened up the approved scholarship program for interested students. The closing date for applications is April 29.
- Funds from the water arrearages program are in the process of being refunded in the upcoming billing cycle. Customers are being notified as to what to expect. The total amount to be credited to eligible customers is approximately \$229,000. Staff is preparing the District's submittal for the wastewater arrearages program.
- Staff met with City of San Marcos staff earlier this week to work out final details of the South Lake agreement. The agreement will allow residents and the District's customers access to a recreational trail around South Lake. It is anticipated the agreement will come before the Board for approval before the end of this fiscal year.

- The San Diego County Water Authority started its shutdown of Pipeline 4 for repairs. District staff has been closely monitoring reservoir levels that serve that area and are confident there will not be any water supply issues during the anticipated 10-day shutdown.
- The City of San Marcos recently issued a proclamation for “Fix a Leak Week” supporting the Environmental Protection Agency’s Water Sense program. “Fix a Leak Week” in San Marcos is March 14-20, 2022. The District was provided with a copy of the proclamation.

DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin stated the filing deadline for the Form 700 Statement of Economic Interests is April 1.

Legal Counsel Gilpin commented on a proposed Proposition 218 initiative that has just been cleared for circulation. The initiative limits the abilities of voters and state and local governments to raise revenue for government services. If approved, it would impose new restrictions on agencies’ ability to raise revenue fees or taxes under the Proposition 218 process.

SAN DIEGO COUNTY WATER AUTHORITY

Director Elitharp briefly summarized actions the SDCWA Board took at its regular meeting on February 24, including award of a professional services contract with Black & Veatch in an amount not to exceed \$2.85 million to provide planning services to prepare the 2023 Water Facilities Master Plan.

ENCINA WASTEWATER AUTHORITY

Director Hernandez reported the EWA Board, at its meeting on February 23, took action to continue conducting public meetings via teleconference for at least another month and received an update on the CALPers pension plan.

STANDING COMMITTEES

Director Hernandez stated the Hillside Property Development Ad Hoc Committee met on February 23. The Committee has received proposals from four developers to entitle and develop the property, and several engineering and environmental firms to assist with the entitlement process. The Committee will interview all firms this month to determine which direction to go, and will bring their recommendations to the Board for discussion.

Gayle Martin, member of the public, asked when the Hillside Property Development Ad Hoc Committee meets. The Committee does not have a standing meeting date, and under the Brown Act rules, does not conduct open public meetings.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Director Sannella stated he and Director Pennock attended the San Marcos City Council meeting last week at which the District received a proclamation for its partnership with the City to install hydration stations at five of the City's parks.

OTHER BUSINESS

QUARTERLY BOARD EXPENSES

This item was presented per Ordinance No. 216; no action required.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

None.

ADJOURNMENT

There being no further business to discuss, President Elitharp adjourned the Regular Meeting of the Board of Directors at the hour of 6:44 p.m.

A Regular Meeting of the Vallecitos Board of Directors has been scheduled for Wednesday, March 16, 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