

AGENDA FOR A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, JANUARY 18, 2023, AT 5:00 P.M.
AT THE DISTRICT OFFICE
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT HERNANDEZ

NOTICE TO THE PUBLIC

Meetings of the Board of Directors of the Vallecitos Water District will be held in the Board Room at the District Office located at 201 Vallecitos de Oro, San Marcos, California, on the date and time identified above.

Vallecitos Water District is following the guidance issued by the County of San Diego, effective March 1, 2022, which follows the California Department of Public Health guidance which recommends that persons attending public meetings are strongly recommended to wear a face covering in indoor public settings, whether vaccinated or not. The Department of Industrial Relations also strongly recommends, but does not require, the use of face coverings by all visitors.

BROADCAST OF THE MEETING. Members of the public may watch the meeting live via computer or smart device by going to the District's website: www.vwd.org/meetings and clicking on the "Watch Live" icon; however, they will not be able to participate in the meeting remotely.

LISTEN TO THE MEETING. Members of the public may listen to the meeting live on their phone by dialing (888) 788-0099 (Toll Free) or (877) 853-5247 (Toll Free). When prompted, enter the meeting ID and Passcode displayed on the District's website.

PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS TO THE AGENDA

Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code upon a determination by a majority vote of the Vallecitos Board that an emergency situation exists, as defined in Section 54956.5, or upon a determination by a two-thirds vote of the Board present at the meeting, or, if less than two-thirds of the Board are present, a unanimous vote of Board members present, that there is a need to take immediate action and that the need for action came to the attention of the Vallecitos Water District subsequent to the agenda being posted.

ADOPT AGENDA FOR THE REGULAR MEETING OF JANUARY 18, 2023

PUBLIC COMMENT

Persons wishing to address a matter not on the Agenda may be heard at this time; however, no action will be taken until the matter is placed on a future agenda in accordance with Board policy. Public comments are limited to three minutes. A Request to Speak form is required to be submitted to the Senior Executive Assistant prior to the start of the meeting, if possible. Public comment should start by stating name, address, and topic. The Board is not permitted during this time to enter into a dialogue with the speaker.

PRESENTATION(S)

Administration of the Oath of Office to appointed Board Director Erik Groset (Division 4).

The Board will recognize former Director Mike Sannella for his years of service on the Board.

General Manager Pruim will recognize new hires, staff achievements, and group/organization awards during the second quarter of Fiscal Year 2022-2023.

CONSENT ITEMS

All matters listed under the Consent Calendar are expected to be routine and non-controversial, to be acted upon by the Board by one motion. There will be no separate discussion of these items, unless a Board member or member of the public requests that a particular item(s) be removed from the Consent Calendar, in which case it will be considered separately under Action Items.

1.1 APPROVAL OF MINUTES

- A. SPECIAL BOARD MEETING – DECEMBER 14, 2022
- B. LEGAL/LEGISLATIVE COMMITTEE MEETING – JANUARY 9, 2023
- C. SPECIAL BOARD MEETING – JANUARY 11, 2023

Approved minutes become a permanent public record of the District.

Recommendation: Approve Minutes.

1.2 WARRANT LIST THROUGH JANUARY 18, 2023 - \$4,105,417.89

Recommendation: Approve Warrant List.

1.3 FINANCIAL REPORTS

- A. WATER METER COUNT – DECEMBER 31, 2022
- B. WATER PRODUCTION/SALES REPORT – 2022/2023
- C. QUARTERLY FINANCIAL REPORT 2022/2023
- D. PER CAPITA WATER CONSUMPTION – DECEMBER 31, 2022
- E. WATER REVENUE AND EXPENSE REPORT – DECEMBER 31, 2022

- F. SEWER REVENUE AND EXPENSE REPORT – DECEMBER 31, 2022
- G. RESERVE FUNDS ACTIVITY – DECEMBER 31, 2022
- H. INVESTMENT REPORT – DECEMBER 31, 2022
- I. LEGAL FEES SUMMARY – DECEMBER 31, 2022

1.4 OPERATIONS & MAINTENANCE METRICS QUARTERLY REPORT – DECEMBER 31, 2022

Recommendation: For information only.

1.5 ARCHITECTURAL DESIGN PROFESSIONAL SERVICES AGREEMENT AWARD FOR THE STORAGE BUILDING AND SHOP PROJECT

The growing Operations and Maintenance Department needs an additional building for expansion including storage and shop space.

Recommendation: Authorize the General Manager to execute a professional services agreement with MBN for architectural design professional services for the Storage Building and Shop Project.

1.6 FINAL ACCEPTANCE OF WATER AND SEWER IMPROVEMENTS FOR SAN MARCOS HIGHLANDS PHASE 1 (KB HOMES COASTAL, INC.)

The project is located on North Las Posas Road, north of Borden Road.

Recommendation: Accept the project improvements for San Marcos Highlands Phase 1.

1.7 FINAL ACCEPTANCE FOR SAN MARCOS HIGHLANDS PHASE 4 WATER AND SEWER IMPROVEMENTS (KB HOMES COASTAL, INC.)

The project is located on North Las Posas Road, just north of Borden Road.

Recommendation: Accept the project improvements for San Marcos Highlands Phase 4.

1.8 APPROVAL OF TEMPORARY OFF-SITE SEWER AGREEMENT FOR O'REILLY AUTO PARTS, 255 RANCHO SANTA FE ROAD (SUNCHE PARTNERS, LLC)

The 0.73-acre parcel is located on Rancho Santa Fe Road, north of Cherokee Street, and south of Creek Street.

Recommendation: Approve the Temporary Off-Site Sewer Agreement with conditions.

1.9 APPROVAL OF “EXCHANGE AGREEMENT FOR TEMPORARY DELIVERY OF WATER” FOR DIONICIO SANCHEZ

The property is located on Buena Creek Road west of Twin Oaks Valley Road.

Recommendation: Approve the “Exchange Agreement for Temporary Delivery of Water” with conditions.

1.10 PROFESSIONAL SERVICES AGREEMENT AMENDMENT NO. 1 FOR THE MEADOWLARK WATER RECLAMATION FACILITY SODIUM HYPOCHLORITE CONVERSION PROJECT

The project is an operational priority to remove an existing acute hazard while also reducing regulatory requirements.

Recommendation: Authorize the General Manager to execute Amendment No. 1 under the current Professional Services Agreement with Trussell for the MRF Conversion to Sodium Hypochlorite Project.

1.11 WINTER 2023 BETWEEN THE PIPES – VALLECITOS WATER DISTRICT QUARTERLY NEWSLETTER

Recommendation: Approve Winter 2023 Between the Pipes Newsletter.

*****END OF CONSENT CALENDAR*****

ACTION ITEM(S)

2.1 COMMITTEE APPOINTEES AND REPRESENTATIVES

Annual Board appointments for 2023.

Recommendation: Request Board direction.

2.2 APPROVAL OF JOINT USE FACILITIES AND WATER SUPPLY AGREEMENT BETWEEN VALLECITOS WATER DISTRICT AND VISTA IRRIGATION DISTRICT FOR SAN MARCOS HIGHLANDS PRESSURE REDUCING STATION (VWD/VID)

Vista Irrigation District (VID) has partnered with the District to complete a Joint Use Facility and Water Supply Agreement for the San Marcos Highlands Pressure Reducing Station.

Recommendation: Approve the Joint Use Facilities and Water Supply Agreement between the District and VID.

2.3 WATER SUPPLY CONDITIONS UPDATE

Recommendation: For information only.

2.4 CALL FOR NOMINATIONS TO THE LOCAL AGENCY FORMATION COMMISSION

Nominations are being solicited for two special district members, one regular and one alternate, to serve on the Local Agency Formation Commission.

Recommendation: Request Board direction.

*******END OF ACTION ITEMS*******

REPORTS

3.1 GENERAL MANAGER

3.2 DISTRICT LEGAL COUNSEL

3.3 SAN DIEGO COUNTY WATER AUTHORITY

3.4 ENCINA WASTEWATER AUTHORITY

- *Board of Directors Meeting*
- *Capital Improvement Committee*
- *Policy and Finance Committee*

3.5 STANDING COMMITTEES

3.6 DIRECTORS REPORTS ON MEETINGS/CONFERENCES/SEMINARS ATTENDED

*******END OF REPORTS*******

OTHER BUSINESS

*******END OF OTHER BUSINESS*******

4.1 DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

*******END OF DIRECTORS COMMENTS/FUTURE AGENDA ITEMS*******

5.1 ADJOURNMENT

*******END OF AGENDA*******

If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the Senior Executive Assistant at 760.744.0460 ext. 264 at least 48 hours prior to the meeting.

Audio and video recordings of all Board meetings are available to the public at the District website www.vwd.org

AFFIDAVIT OF POSTING

I, Anthony Flores, Senior Executive Assistant of the Vallecitos Water District, hereby certify that I caused the posting of this Agenda in the outside display case at the District office, 201 Vallecitos de Oro, San Marcos, California by 5:00 p.m., Thursday, January 12, 2023.

Anthony Flores

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, JANUARY 18, 2023, AT 5:00 PM, AT THE DISTRICT OFFICE
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Hernandez called the Regular meeting to order at the hour of 5:03 p.m.

Present: Director Boyd-Hodgson
Director Elitharp
Director Groset
Director Hernandez
Director Pennock

Staff Present: General Manager Pruim
Assistant General Manager Gumpel
Legal Counsel Gilpin
District Engineer Hubbard
Chief Financial Officer Owen
Operations & Maintenance Manager Pedrazzi
Capital Facilities Senior Engineer Morgan
Development Services Senior Engineer Lopez
Capital Facilities Engineer Santos
Capital Facilities Assistant Engineer Fretwell
Public Information/Conservation Supervisor Robbins
Information Technology Analyst Todd
Development Services Coordinator Koonce
Senior Executive Assistant Flores
Executive Assistant Johnson

Director Groset led the pledge of allegiance.

ADDITIONS TO THE AGENDA

None.

ADOPT AGENDA FOR THE REGULAR MEETING OF JANUARY 18, 2023

23-01-07 MOTION WAS MADE by Director Pennock, seconded by Director Elitharp, and carried unanimously, to adopt the agenda for the Regular Board Meeting of January 18, 2023.

PUBLIC COMMENT

None.

PRESENTATION(S)

General Manager Pruim administered the Oath of Office to Erik Groset, appointed to the Board to fill the Division 4 seat for the remainder of the term ending in 2024.

President Hernandez presented a plaque and proclamation to former Director Mike Sannella to commemorate his years of service on the Board.

General Manager Pruim recognized the following new hires, staff achievements, and group/organization awards during the second quarter of Fiscal Year 2022-2023:

Dallas Dahl – Newly hired Wastewater Treatment Plant Operator I

Jodi Coco – Newly hired Finance Supervisor

Eileen Koonce – Re-hired to help Development Services Department

Alison Fretwell – Promoted to Capital Facilities Assistant Engineer

James Gumpel – Completed year-long ACWA/JPIA Leadership Academy

Trevor Partain – Earned Water Distribution 2 Certificate

Buddy Howe – Earned Water Distribution 3 and Water Treatment 2 Certificates

Public Information Department – Received two Excellence in Journalism awards from the San Diego Press Club: Television/Online Video “Community Service/Public Affairs” – Imagine a Day Without Water, and Television/Online Video “Video Editing” – WaterSmart Landscape Contest Winners

CONSENT CALENDAR

Legal Counsel Gilpin stated that Director Groset would abstain from approving Item 1.1 of the Consent Calendar.

23-01-08 MOTION WAS MADE by Director Pennock, seconded by Director Elitharp, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Special Board Meeting – December 14, 2022
- B. Legal/Legislative Committee Meeting – January 9, 2023
- C. Special Board Meeting – January 11, 2023

1.2 Warrant List through January 18, 2023 - \$4,105,417.89

1.3 Financial Reports

- A. Water Meter Count – December 31, 2022
- B. Water Production/Sales Report – 2022/2023

- C. Quarterly Financial Report – December 31, 2022
 - D. Per Capita Water Consumption – December 31, 2022
 - E. Water Revenue and Expense Report – December 31, 2022
 - F. Sewer Revenue and Expense Report – December 31, 2022
 - G. Reserve Funds Activity – December 31, 2022
 - H. Investment Report – December 31, 2022
 - I. Legal Fees Summary – December 31, 2022
- 1.4 Operations & Maintenance Metrics Quarterly Report – December 31, 2022
 - 1.5 Architectural Design Professional Services Agreement Award for the Storage Building and Shop Project
 - 1.6 Final Acceptance of Water and Sewer Improvements for San Marcos Highlands Phase 1 (KB Homes Coastal, Inc.)
 - 1.7 Final Acceptance for San Marcos Highlands Phase 4 Water and Sewer Improvements (KB Homes Coastal, Inc.)
 - 1.8 Approval of Temporary Off-Site Sewer Agreement for O'Reilly Auto Parts, 255 Rancho Santa Fe Road (Sunche Partners, LLC.)
 - 1.9 Approval of Exchange Agreement for Temporary Delivery of Water for Dionicio Sanchez
 - 1.10 Professional Services Agreement Amendment No. 1 for the Meadowlark Water Reclamation Facility Sodium Hypochlorite Conversion Project
 - 1.11 Winter 2023 Between the Pipes – Vallecitos Water District Quarterly Newsletter

ACTION ITEM(S)

COMMITTEE APPOINTEES AND REPRESENTATIVES

President Hernandez stated that his recommendations for Board Committee and outside agency representative appointments for 2023 were provided to the Board.

23-01-09 MOTION WAS MADE by President Hernandez, seconded by Director Elitharp, and carried 4-1, with Director Boyd-Hodgson voting no, to approve the Board Committee and outside agency appointments as presented.

APPROVAL OF JOINT USE FACILITIES AND WATER SUPPLY AGREEMENT BETWEEN VALLECITOS WATER DISTRICT AND VISTA IRRIGATION DISTRICT FOR SAN MARCOS HIGHLANDS PRESSURE REDUCING STATION (VWD/VID)

District Engineer Hubbard provided details about the San Marcos Highlands Project which was conditioned to construct a new pressure reducing station (PRS) to provide adequate fire flow to the project's higher elevation homes during peak water demands. The PRS, constructed by KB Homes Coastal, Inc. at no cost to the District, will also provide an emergency connection to help reduce any service interruptions during planned or unplanned disruption to the water system. Vista Irrigation District has partnered with Vallecitos to complete a Joint Use Facilities and Water Supply Agreement for the San Marcos Highlands PRS. Both agencies will own, operate, and maintain the PRS.

Staff recommended the Board approve the Joint Use Facilities and Water Supply Agreement between Vallecitos Water District and Vista Irrigation District.

General discussion took place.

23-01-10 MOTION WAS MADE by Director Boyd-Hodgson, seconded by Director Pennock, and carried unanimously, to approve staff's recommendation.

WATER SUPPLY CONDITIONS UPDATE

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

- Vallecitos Currently in a Level 2 – Drought Alert
- Metropolitan Water District Declares Regional Drought Emergency
- Phillips Station Snow Survey on January 3, 2023
- Northern Sierra 8-Station Precipitation Index – Last Week/This Week
- Snow Water Content – Last Week/This Week
- California Reservoir Storage – Last Week/This Week
- Colorado River Status
- Three-Month Temperature Outlook
- Three-Month Precipitation Outlook

This item was presented for information only.

CALL FOR NOMINATIONS TO THE LOCAL AGENCY FORMATION COMMISSION

General Manager Prum stated nominations are being solicited for two special district members, one regular and one alternate, to serve on the San Diego Local Agency Formation Commission.

The Board took no action.

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

- The City of San Marcos has approved the South Lake Agreement. District staff is working with the City's staff to make all the necessary improvements.
- The District is working on a helopad which will provide firefighting helicopters a vessel of water to drop its snorkel into to get water. A site has been identified near the Palomar Tanks. This is a collaborative effort between the District, San Marcos Fire Department, CalFire, and the County.
- Due to recent heavy rainfall, a sewer spill emanated along Palomar Road and San Marcos Boulevard spilling approximately 77,000 gallons of highly diluted wastewater. The District complied with posting requirements of the state and regional agencies.
- A water main break occurred last week on Rancho Santa Fe Road. Repairs will be made when the area dries out from the recent rains.

DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin reminded the Board that they are required to file Form 700, Statement of Economic Interests, with the County.

SAN DIEGO COUNTY WATER AUTHORITY

Director Elitharp stated the SDCWA Board will hold its regular meeting on January 26.

ENCINA WASTEWATER AUTHORITY

President Hernandez stated the EWA Board will meet on January 25, and that the Capital Improvement and Policy and Finance Committees did not meet in January.

STANDING COMMITTEES

Director Pennock stated the Legal/Legislative Committee met to review proposals for legal services. A meeting will be scheduled for the Board to interview the top three firms.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

None.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

General Manager Pruim clarified that this is the point in the meeting where Directors may request future agenda items. Items would then need the support of at least one other Director to be placed on a future agenda.

ADJOURNMENT

There being no further business to discuss, President Hernandez adjourned the Regular Meeting of the Board of Directors at the hour of 5:55 p.m.

James Hernandez, President
Board of Directors
Vallecitos Water District

ATTEST:

Glenn Pruim, Secretary
Board of Directors
Vallecitos Water District