

The minutes presented herewith are not a verbatim transcription of the Regular Board meeting held telephonically on March 24, 2020. The intent is to provide a synopsis of key points of discussion and to chronicle decisions and actions taken by a quorum of the Board of Directors (ref: Roberts Rules of Order, Section 48). For more information or background, please refer to the applicable board packet.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE RINCON DEL DIABLO MUNICIPAL WATER DISTRICT
March 24, 2020**

A Regular Meeting of the Board of Directors of the Rincon Del Diablo Municipal Water District was held telephonically on Tuesday, March 24, 2020 at 3:00 p.m.

Directors Present: Drake, Lump, Murtland, Quist, and Towne.

Directors Absent: None.

District Staff Present: Clint Baze, General Manager; Julia Escamilla, Public Information Officer; Karen Falk, Senior Engineer; and Wanda Cassidy, Clerk of the Board.

Legal Counsel: Gerry Shoaf, Legal Counsel, Redwine and Sherrill.

Guests Present: Rick Vogt, Chief, Escondido Fire Department.

President Murtland called the meeting to order at 3:05 p.m.

*Approximately five unidentified callers were present.

ADDITIONS/CHANGES TO AGENDA

There were no additions or changes to the agenda.

ORAL COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

SECTION 1 - CONSENT ITEMS

In a motion by Director Towne and seconded by Director Drake, the Board of Directors approved the following consent items:

- 1-A. General Fund Disbursements, February 2020
- 1-B. Investment Portfolio Report, January 2019.
- 1-C. Financial Statements, June, July, August, September, October, November, and December 2019.
- 1-D. Board of Directors' Per Diem Fees and or Expense Reports, February 2020.

with the following roll call vote:

Drake	Aye
Lump	Aye
Murtland	Aye
Quist	Aye
Towne	Aye

SECTION 2 – EMERGENCY PREPAREDNESS & FIRE SERVICES

- 2-A. PUBLIC HEARING – Review and Receive Public Comments on Resolution No. 20-851.28, “Establishing a Fire Mitigation Fee Program for Improvement District E (ID-E)” for Consideration of Adoption at the April 28, 2020 Board of Directors Meeting.

President Murtland opened the Public Hearing at 3:13 p.m. to receive comments regarding Resolution No. 20-851.28, “Establishing a Fire Mitigation Fee Program for Improvement District E (ID E)” for consideration of adoption at the April 28, 2020 Board of Directors meeting.

General Manager Baze provided an overview of the two-step Fire Mitigation Fee Program and Resolution No. 20-851.28. After the overview and there being no further discussions from staff or the public, President Murtland closed the Public Hearing at 3:17 p.m.

Resolution No. 20-851.28 will be brought back to the April 28, 2020 Board of Directors meeting for approval.

- 2-B. Oral Report by Escondido Fire Department Regarding Current Events and Community Fire Readiness Relating to Improvement District E (ID E).

Rick Vogt, Chief of the Escondido Fire Department reported the following:

COVID-19 – Chief Vogt reiterated the restrictions for public gatherings and the need for social distancing during the COVID-19 pandemic. Chief Vogt then reported during the week of March 15th, an Escondido firefighter contracted

COVID-19. Prior to showing signs of the virus, the individual worked two shifts and was in contact with five other firefighters. The firefighter went home and self-quarantined for 14 days and will return to work later in the week. The five firefighters who were in contact with the individual showed no symptoms of the virus and tested negative for the virus.

- Call volume and medical transport has decreased slightly over the last few weeks.
- The Fire Department has sufficient supplies, however, they are working daily with other fire agencies and the EOC to ensure supplies remain at an adequate level.

If Directors have additional questions, they can contact either Chief Vogt or Jeff Murdoc, Emergency Services Coordinator.

Chief Vogt then answered questions from Directors.

SECTION 3 – PUBLIC INFORMATION & INTERGOVERNMENTAL RELATIONS

There was nothing to report.

SECTION 4 – FINANCE, INSURANCE & PERSONNEL

- 4-A. PUBLIC HEARING – Ordinance No. 20-99-11, “Determining Directors’ Compensation.”

President Murtland opened the Public Hearing at 3:18 p.m. to receive comments regarding Ordinance No. 20-99-AA, “Determining Director’s Compensation.”

General Manager Baze provided an overview of historical increases in Per Diems as they related to Ordinance No. 20-99-AA.

President Murtland closed the Public Hearing at 3:22 p.m. After a brief discussion, President Murtland asked for a motion.

In a motion by Director Quist, and seconded by Director Lump, by the following roll call vote of 3-2, the Board of Directors voted to retain the \$160 per per diem for FY 2020-21.

Drake	Nay
Lump	Aye
Murtland	Nay
Quist	Aye
Towne	Aye

SECTION 5 – OPERATIONS; ENGINEERING & LONG-RANGE PLANNING

- 5-A. Renew Ninth Amendment to Agreement with Olivenhain MWD to Reimburse Expenses and Participate with Federal Lobby Efforts, as a Member of the North San Diego Water Reuse Coalition.

General Manager Baze requested the Board approve the renewal of an agreement with the North San Diego Water Reuse Coalition (NSDWRC) to engage lobbyist, BlueWater Strategies for federal legislative outreach and grant funding for Regional Recycled Water Projects. This would be the ninth renewal of the original agreement with Olivenhain Municipal Water District as contracting agency and is a one-year extension to the cost-sharing agreement between the original seven parties plus participation from Santa Fe Irrigation District and the City of Escondido.

After discussion, General Manager Baze answered questions regarding the amendment and President Murtland asked for a motion:

In a motion by Director Drake, and seconded by Director Lump, the Board of Directors unanimously approved the renewal of Ninth Amendment to the Agreement with Olivenhain MWD to Reimburse Expenses and Participate with Federal Lobby Efforts for a total of \$16,000 as a Member of the North San Diego Water Reuse Coalition by the following roll call vote:

Drake	Aye
Lump	Aye
Murtland	Aye
Quist	Aye
Towne	Aye

- 5-B. Water Master Plan Request for Proposals (CIP #52133).

General Manager Baze brought forward Water Master Plan Request for Proposals (CIP #52133) and introduced Senior Engineer Karen Falk to provide background.

This project will develop a ten-year comprehensive Capital Improvement Program Master Plan that documents existing facilities, identifies deficiencies, identifies strategies for planning and budgeting, maintaining, and improving the District's water system and facilities based on current demands, future growth, and emergency situations. The District will be hiring a consultant to evaluate the water system and facilities, provide detailed descriptions, and prioritize recommended improvements through 2030 in one-year increments. The report will provide a

planning tool for the implementation of system and facilities improvements to ensure the District has adequate facilities to support current and future customers. Additionally, a valuation of the District's Assets will be completed and recommendations will be provided for modifications to the Capacity Fee Structure.

District staff has prepared a Request for Proposals with the intent to advertise the opportunity April 1, 2020. This will allow consultants approximately one month to prepare proposals for consideration. Contract approval for the recommended consultant will be brought to the Board at the May 26, 2020 meeting.

After a brief discussion, President Murtland asked for a motion:

In a motion by Director Quist, and seconded by Director Lump, the Board of Directors unanimously approved the Water Master Plan Request for Proposals and the plan to solicit proposals for the Water Master Plan by the following roll call vote:

Drake	Aye
Lump	Aye
Murtland	Aye
Quist	Aye
Towne	Aye

- 5-C. Joint Use Agreement and Standard Agreement for Construction of Water System for North Avenue Estates (Rincon Account #22084).

Senior Engineer Falk brought forward Joint Use Agreement and Standard Agreement for Construction of Water System for North Avenue Estates (Rincon Account #22084). Staff is requesting that the Board of Directors authorize the General Manager to execute the Joint Use Agreement and Standard Agreement for Construction of Water Systems.

North Avenue Estates project site is located north of North Avenue, in between Laurashawn Lane and Kaywood Drive and will be comprised of 34 residential single-family lots and five open space lots. The development includes the construction of 3,342 linear feet of new District potable water pipeline, including onsite improvements within Rincon easement in private drives and offsite improvements within public Right-of-Way. In one area, the District pipeline will be installed within SDCWA Right-of-Way, triggering the execution of a Joint Use Agreement. This Joint Use Agreement was prepared by SDCWA staff and reviewed by District staff.

After staff answered questions from Directors, President Murtland asked for a motion:

In a motion by Director Quist, and seconded by Director Lump, the Board of Directors unanimously authorized the General Manager to execute the Joint Use Agreement and the Standard Agreement for Construction of Water Systems by the following roll call vote:

Drake	Aye
Lump	Aye
Murtland	Aye
Quist	Aye
Towne	Aye

SECTION 6 – SEWER

Nothing to report.

SECTION 7 – SDCWA DIRECTOR’S REPORT & DIRECTORS/STAFF ACTIVITIES REPORT

7-A. This portion of the agenda may be used by the San Diego County Water Authority (SDCWA) representative to make informal reports on activities.

President Murtland provided an update on the Rainbow and Fallbrook detachment from the San Diego County Water Authority.

7-B. This portion of the agenda may be used by the Board of Directors or management to make informal oral reports on their activities.

- Director Lump had nothing to report.
- Director Drake had nothing to report.
- Director Quist had nothing to report.
- Director Towne reported on her participation in a webinar on Conferencing Board meetings.
- President Murtland had nothing further to report.

7-C. This portion of the agenda may be used by the Board of Directors to request items for future agendas.

There were none.

7-D. Request Approval for a Board Member(s) to Attend Upcoming Meetings; Conferences; or Seminars for Those Not Authorized in the District’s Administrative Code, Section 502 “Authorized District Memberships.”

Directors discussed the affect COVID-19 has had on upcoming events. A number of conferences have been cancelled and there is uncertainty on when they will resume.

7-E. District Activities Report (DAR), February 2020.

During the DAR, Directors discussed the higher than average rainfall for the year.

7-F. Urban Water Institute Fall Conference Sponsorship.

General Manager Baze brought forward Urban Water Institute Fall Conference Sponsorship. After a brief discussion, President Murtland asked for a motion:

In a motion by Director Towne, and seconded by Director Drake, the Board of Directors unanimously approved a \$1000 Lanyard Sponsorship for the Urban Water Institute Fall Conference by the following roll call vote:

Drake	Aye
Lump	Aye
Murtland	Aye
Quist	Aye
Towne	Aye

SECTION 8 – GENERAL MANAGER’S REPORT

8-A. District Status as a Result of the COVID-19 Pandemic.

General Manager Baze reported there have not been many changes since the last COVID-19 report. Staffing continues to be a major focus. Director of Finance and Administration Umbrasas has been working from home and has been in constant communication with General Manager Baze. The District is supplied with provisions in the event of isolation. Additional staff are either ill, working from home remotely, or on call.

8-B. General Manager’s Oral Report

General Manager Baze reported on the following:

- Harmony Grove Village Sewer Treatment Plant – The District is continuing to learn how the lift station at the plant operates. Management and operators are concerned with paper towels and wipes clogging the screens in the lift station during the COVID-19 pandemic. At the last Special Board of Director’s

Meeting, General Manager Baze expressed these concerns. In response, Director Quist and Director Drake of SmartCover Systems donated a SmartCover unit to the District to monitor levels of the collection system.

- A few of the vehicles are no longer California compliant and need to be replaced. There is money in the budget and management will purchasing replacement vehicles.
- Director Towne made an inquiry related to Pipeline 5 at Moosa Canyon. General Manager Baze reported that although the pipeline was found to be operating under high pressure, the project will not happen until next year.
- It is expected sequestering at home will have customers using more water than usual resulting in higher water sales.
- Director Drake reported on the staff at the desal plant who are in isolation to keep the plant running and requested staff send a letter of support and appreciation for their commitment.

SECTION 9 – LEGAL MATTERS

9-A. Legal Counsel Report.

There was nothing to Report.

9-B. Closed Session


- a. CONFERENCE WITH LEGAL COUNSEL – LITIGATION, Litigation pursuant to Government Code Section 54956.9(d)(4): San Diego County Office of Education, et al. v. The County of San Diego, et al. (This is a long-term item related to dissolution of redevelopment agencies and successor agencies and will remain on the agenda as long as Rincon Water is involved. No action is required on our part at this time.)
- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION pursuant to Gov. Code Section 54956.9(d)(4) to discuss potential litigation (one case).

There was no discussion.

ADJOURNMENT


There being no further business before the Board of Directors, the meeting was adjourned by President Murtland at 3:45 p.m.

APPROVED:



James B. Murtland, President

ATTEST:



Wanda Cassidy, Clerk of the Board