

*The minutes presented herewith are not a verbatim transcription of the Regular Board meeting held electronically on February 9, 2021. 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  
February 9, 2021**

A Regular Meeting of the Board of Directors of the Rincon Del Diablo Municipal Water District was held electronically on Tuesday, February 9, 2021 at 5:00 p.m.

**Directors Present:** Drake, Lump, Murtland, Quist, and Welch.

**Directors Absent:** None.

**District Staff Present:** Clint Baze, General Manager; Julia Escamilla, Public Information Officer; Jeffrey Umbrasas, Director of Administration and Finance; Karen Falk, Engineering Manager; Steve Plyler, Operations Manager; Tawni Alarid, Management Analyst; and Wanda Cassidy, Clerk of the Board.

**Legal Counsel:** Alfred E. Smith, Bill Pellman, Nossaman LLP.

**Guests:** None.

**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**

There was nothing to report.

**SECTION 2 – EMERGENCY PREPAREDNESS & FIRE SERVICES**

There was nothing to report.

### **SECTION 3 – PUBLIC INFORMATION & INTERGOVERNMENTAL RELATIONS**

There was nothing to report.

### **SECTION 4 – FINANCE, INSURANCE & PERSONNEL**

There was nothing to report.

### **SECTION 5 – OPERATIONS; ENGINEERING & LONG-RANGE PLANNING**

#### 5-A. Acceptance of Harmony Grove Village Phase 1 and Offsite Facilities.

General Manager Baze brought forward acceptance of Harmony Grove Village Phase 1 and Offsite Facilities and introduced Engineering Manager Karen Falk.

This is the first of what will be two phases of acceptances. This phase includes:

1. Phase 1 Development (Units 1,2,3,5,6,7);
2. Offsite Improvements at Harmony Grove Village Parkway and Citracado Parkway (CG 4774); and
3. Offsite Improvements at Country Club Drive (CG 4779).

Staff is requesting the Board accept Phase I of this project. Acceptance of this Board item would transfer the potable water, recycled water, and sewer collection system constructed by the Developer to the District and authorize the filing of a Certificate of Compliance with the San Diego County Recorder.

Ms. Falk then provided a project summary and provided background on the Harmony Grove Village Project. The District entered into an agreement with Standard Pacific Corp. in December of 2012 to construct the new facilities and dedicate said facilities to the District. The facilities in Phase 1 and the two Offsite Pipelines are now complete and have been built in accordance with the plans and specifications of the District. The Public Facilities to be accepted include water, recycled water, and sewer collection systems. All facilities were installed conforming to District standards and inspected.

The total length of potable water line to be transferred is 37,236 LF (7.1 miles), recycled main is 20,409 (3.9 miles), and sewer gravity main is 27,649 LF (5.2 miles). The values have been estimated using the County of San Diego's 2020 Unite Price List. The total value is \$10,439,500.

Harmony Grove Village Phase 2 is still under construction and will be brought forward to the Board for consideration at a future date. It is anticipated the project will be completed in 2021.

After General Manager Baze and Ms. Falk answered questions from Directors, President Lump asked for a motion:

**After a motion by Director Drake and a second by Director Quist, the Board of Directors unanimously accepted the completion of the project and directed the General Manager to sign and record the Certificate of Compliance by the following roll call vote:**

<b>Drake</b>	<b>Aye</b>
<b>Lump</b>	<b>Aye</b>
<b>Murtland</b>	<b>Aye</b>
<b>Quist</b>	<b>Aye</b>
<b>Welch</b>	<b>Aye</b>

5-B. Approve Professional Services Agreement for the 2020 Urban Water Management Plan Update.

Engineering Manager Falk brought forward Approve Professional Services Agreement for the Urban Water Management Plan Update.

The California Urban Water Management Planning Act (UWMP Act) requires urban water suppliers to prepare and adopt an Urban Water Management Plan (UWMP) at least once every five years on or before December 31<sup>st</sup>, in years ending in five and zero. The deadline for submission of the 2020 UWMP is July 1, 2021. As such the District is required to update its 2015 UWMP in order to comply with applicable provisions of the UWMP Act, Section 10620-10645 of the California Water Code.

To update the 2015 UWMP, the District will utilize West Yost Consulting for support services that will include coordinating a draft and final document in compliance with new UWMP requirements, public review coordination, and support during Board adoption. West Yost is also preparing the Water Management Plan, which contains relevant data and information, so it is logical to have them also work on the Urban Water Management Plan.

The Draft Report will be completed by March 31<sup>st</sup> in order to complete the required public reviews and notification. The Public Hearing and Adoption of the UWMP will be included on the agenda for the June 22<sup>nd</sup> Board Meeting.

Staff requested the Board of Directors authorize the General Manager to sign a Professional Services Agreement for \$43,000 with West Yost to update the 2020 Urban Water Management Plan.

After Ms. Falk answered questions from Directors, President Lump asked for a motion:

**After a motion by Director Quist and a second by Director Drake, the Board of Directors unanimously authorized the General Manager to sign a Professional Services Agreement for \$43,000 with West Yost to update the 2020 Urban Water Management Plan by the following roll call vote:**

<b>Drake</b>	<b>Aye</b>
<b>Lump</b>	<b>Aye</b>
<b>Murtland</b>	<b>Aye</b>
<b>Quist</b>	<b>Aye</b>
<b>Welch</b>	<b>Aye</b>

## **SECTION 6 – SEWER**

There was nothing to report.

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

### **7-A. Discussion and Possible Action to Determine the Process to Fill Division 4 Board Seat Vacancy and Select New Board Member**

General Manager Baze brought forward Discussion and Possible Action to Determine the Process to Fill Division 4 Board Seat Vacancy and Select New Board Member. General Manager Baze requested the Board of Directors provide direction of how to proceed with filling the Division 4 Seat vacancy.

Director Lump’s resignation is effective March 1, 2021. The District must notify the County of San Diego’s Registrar of Voters within 15 days of the resignation or of the effective date of the resignation, whichever is later.

The vacant seat must be filled within 60 days. To fill the District 4 Seat Director Lump is vacating, the District has two options. One option is to hold a Special Election, the other is to appoint a Director.

After General Manager Baze and Director Lump answered questions, Director Lump asked for a motion:

**After a motion by Director Quist and a second by Director Drake, the Board of Directors unanimously authorized the General Manager to notify the County of San Diego Registrar of Voters within 15 days of the vacancy of the District 4 Seat and move forward with appointing a District 4 Director within 60 days by the following roll call vote:**

<b>Drake</b>	<b>Aye</b>
<b>Lump</b>	<b>Aye</b>
<b>Murtland</b>	<b>Aye</b>
<b>Quist</b>	<b>Aye</b>
<b>Welch</b>	<b>Aye</b>

- 7-B. 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 reported the following from the January 28, 2021 meeting:

- Betty Evans and Christy Guerin were acknowledged for their retirements, Craig Elitharp of Vallecitos Water District and Kim Thorner of Olivenhain Municipal Water District were appointed to the Board of Directors, Mike Hogan of Santa Fe Irrigation District, Joe Mosca of San Dieguito Water District, and Matt Hall of the City of Carlsbad were reappointed, and Terra Lawson-Remer was appointed as County representative.
- Gary Croucher and Jim Madaffer were appointed to the Colorado River Board of California.
- An update was given on the Fiscal Sustainability Task Force.
- A summary of the FY2020 and 2021, which included sources of funds, adopted expenditures, historical water sales, CIP historical spending, and adopted debt service in addition to accomplishments was presented by Sandy Kerl.
- A Water Transfer Implementation Update was presented by Kara Matthews.
- Water Supply Conditions were presented by Goldy Herbon.
- Authorization for the General Manager to award a construction contract to Pacific Hydrotech Corporation in the amount of \$11,370,360 for the Hauck Mesa Storage Reservoir Project was approved.
- The Monthly Treasurer's Report on Investment and Cash Flow was provided.

After the report, Directors discussed the SDCWA's Regional Reconveyance Project and the strong opposition water agencies have to the project moving

forward. After discussion, it was agreed this item would be placed on a future agenda for further discussion.

7-C. Election of Officers and Discuss Assignments to Committees and Seating Appointments.

General Manager Baze brought forward Election of Officers and Discuss Assignments to Committees and Seating Appointments. With the upcoming departure of President Lump, the Board must select new officers and determine committee assignments. After a brief discussion, a motion was made:

**After a motion by Director Quist and a second by Director Drake, the Board of Directors unanimously approved the following officers:**

<b>President:</b>	<b>Director Drake</b>
<b>Vice President:</b>	<b>Director Quist</b>
<b>Treasurer:</b>	<b>Director Murtland</b>

**Committees assignments will remain in affect with alternates filling-in. Once the new District 4 Seat vacancy is filled, new committee assignments will be made. The roll call vote was as follows:**

<b>Drake</b>	<b>Aye</b>
<b>Lump</b>	<b>Aye</b>
<b>Murtland</b>	<b>Aye</b>
<b>Quist</b>	<b>Aye</b>
<b>Towne</b>	<b>Aye</b>

## **SECTION 8 – GENERAL MANAGER’S REPORT**

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

General Manager Baze reported the wife of an employee tested positive for COVID-19. The employee has not been tested. The employee was sent home and the District office will be disinfected. Although the employee has not come in contact with other staff, staff was given the option of being tested by the District’s workers’ compensation physician.

Director Baze stated technicians in the field are working individually and adhering to State and Local orders.

After the report, General Manager Baze and Director of Administration and Finance Umbrasas answered questions regarding billing delinquencies due to COVID-19 and governmental funding that may become available due to the pandemic.

8-B. General Manager's Oral Report.

General Manager Baze had nothing further to report.

**SECTION 9 – LEGAL MATTERS**

9-A. Legal Counsel Report.

Alfred Smith, Legal Counsel, provided an update on guidance on COVID-19 vaccinations and whether agencies can make vaccinations mandatory.

9-B. Closed Session

Directors went into Closed Session at 5:45 p.m.


- a. CONFERENCE WITH LEGAL COUNSEL - Pursuant to Government Code Section 54956.9 (d)(4) to discuss potential litigation (one case).

In Closed Session, after discussion, no action was taken.

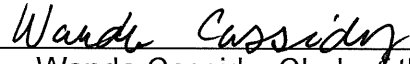
**ADJOURNMENT**

There being no further business before the Board of Directors, the meeting was adjourned by President Lump at 6:49 p.m.

APPROVED: \_\_\_\_\_

  
Erin R. Lump, President

ATTEST: \_\_\_\_\_

  
Wanda Cassidy, Clerk of the Board