

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, MAY 6, 2020, AT 5:00 PM AT THE DISTRICT OFFICE,  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Evans called the Regular meeting to order at the hour of 5:00 p.m. The meeting was held via teleconference.

Present: Director Elitharp  
Director Hernandez  
Director Martin  
Director Sannella  
Director Evans

Staff Present: General Manager Pruim  
Legal Counsel Gilpin  
Administrative Services Manager Emmanuel  
District Engineer Gumpel  
Finance Manager Owen  
Operations & Maintenance Manager Pedrazzi  
Public Information/Conservation Supervisor Robbins  
Executive Secretary Posvar

ADOPT AGENDA FOR THE REGULAR MEETING OF MAY 6, 2020

20-05-01 MOTION WAS MADE by Director Hernandez, seconded by Director Sannella, and carried unanimously, to adopt the agenda for the Regular Board Meeting of May 6, 2020.

PUBLIC COMMENT

Mike Hunsaker, member of the public, stated he had requested copies of reimbursement contracts signed by the District and asked when he would receive them.

General Manager Pruim stated he will contact Mr. Hunsaker regarding his request.

PRESENTATION

Chris Robbins, Public Information/Conservation Supervisor, presented a new "Work We Do" video focusing on the District's Hazardous Materials Response Team.

CONSENT CALENDAR

20-05-02 MOTION WAS MADE by Director Sannella, seconded by Director Elitharp, and carried 4-0, with Director Hernandez abstaining, to approve the Consent Calendar as presented.

- 1.1 Approval of Minutes
  - A. Finance/Investment Committee Meeting – April 13, 2020
  - B. Closed Session Board Meeting – April 15, 2020
  - C. Regular Board Meeting – April 15, 2020
  - D. Finance/Investment Committee Meeting – April 27, 2020
- 1.2 Warrant List through May 6, 2020 - \$5,024,291.52
- 1.3 Summer 2020 Between the Pipes – Vallecitos Water District Quarterly Newsletter
- 1.4 Approval of Irrevocable Letters of Credit in Lieu of Improvement Bonds for Greens Storage Escondido – APN: 187-170-62, 187-170-63 & 187-100-36
- 1.5 Approval of Construction Agreement for Pico Avenue Sewer Improvements (El Dorado, II, LP)
- 1.6 Employee's Request for Leave Without Pay

### ACTION ITEMS

#### COVID-19 PANDEMIC LOCAL EMERGENCY DECLARATION RESOLUTION

General Manager Pruiam stated that on February 14, 2020, the County of San Diego proclaimed a local emergency regarding COVID-19, and on March 4, 2020, California Governor Newsom declared a State of Emergency to make additional resources available to local agencies. Governor Newsom also directed the Office of Emergency Services to provide assistance to local governments impacted by COVID-19. On March 18, 2020, the President of the United States declared a national emergency to address COVID-19 and on March 22, 2020, the President approved Major Disaster Declaration FEMA-4482-DR-CA for the COVID-19 pandemic.

General Manager Pruiam further stated the declaration of a local emergency will allow local jurisdictions and the state to provide mutual aid to ensure the District has sufficient resources to address the emergency conditions related to COVID-19. Declaring a local emergency will assist the District with obtaining state and federal resources or reimbursement funds, and also protects officials and employees from liability when exercising or performing discretionary functions while responding to COVID-19 related events.

General Manager Pruiam clarified that the District's water supply is safe, and that water and wastewater operations are running smoothly. Declaring a local emergency is primarily to open doors for funding and mutual aid with other agencies.

Staff recommended the Board adopt the resolution declaring a local emergency.

20-05-03 MOTION WAS MADE by Director Martin, seconded by President Evans, and carried unanimously, to adopt the resolution declaring a local emergency.

Resolution No. 1567 - The roll call vote was as follows:

AYES: Elitharp, Hernandez, Martin, Sannella, Evans

NOES:

ABSTAIN:

ABSENT:

Mike Hunsaker, member of the public, stated that a number of cities are considering raising property taxes to make up budget shortfalls. He asked if the District has any plans to do that.

General Manager Pruiim stated the District has no plans to modify its property tax allocations at this time.

#### COVID-19 PANDEMIC RESPONSE AND COST RECOVERY RESOLUTION

General Manager Pruiim stated that to be eligible for reimbursement for COVID-19 related costs from the Federal Emergency Management Agency (FEMA) and the state, the District must adopt the State of California Office of Emergency Services (CalOES) Form 130, Designation of Applicant's Agent Resolution for Non-State Agencies, which must be submitted to CalOES. Form 130 designates the agent(s) for the District who may take certain actions on behalf of the District. The District's Finance Manager, Risk Management Supervisor, and Administrative Services Manager will be designated as authorized agents.

Staff recommended the Board adopt the resolution designating the aforementioned staff as the District's authorized agents for federal and state reimbursement purposes.

20-05-04 MOTION WAS MADE by Director Martin, seconded by Director Hernandez, and carried unanimously, to adopt the resolution.

Resolution No. 1568 - The roll call vote was as follows:

AYES: Elitharp, Hernandez, Martin, Sannella, Evans

NOES:

ABSTAIN:

ABSENT:

#### ADOPTION OF RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT APPROVING ENCINA WASTEWATER AUTHORITY'S FISCAL YEAR 2020/2021 OPERATING AND CAPITAL IMPROVEMENT BUDGET

General Manager Pruiim stated the District is one of six member agencies of the Encina Wastewater Authority (EWA) which operates the Encina Joint Sewer System to treat and

dispose of wastewater for its members. The Encina Basic Agreement requires unanimous approval of the EWA budget by the member agencies prior to the budget becoming effective.

General Manager Pruim provided a presentation on the proposed EWA CalPERS Pension Funding, Operating and Capital Improvement Budgets as follows:

- Budget Schedule
- Fiscal Year (FY) 2021 Budget Summary
- CalPERS Pension Policy
- Operating Programs
- Proposed Operating Budget
- Operating Budget Revenue Summary
- Capital Improvement Program
- Capital Budget Revenue and Summary
- FY 2021 Budget Summary

The proposed EWA CalPERS Pension Funding, Operating and Capital Improvement Budgets total approximately \$46.6 million. The District's share of the proposed FY 2021 CalPERS Pension Funding Policy is \$788,954 with no increase from last year. The District's share of the proposed FY 2021 Operating Budget is \$3,045,352, an 11.7% increase from FY 2020, and its share of the proposed FY 2021 Capital Budget is \$4,660,409, 18.1% less than the amount that had been projected for FY 2021 in the FY 2020 Capital Budget.

Question and answer took place during the presentation.

Staff recommended the Board adopt the resolution approving EWA's Fiscal Year 2021 recommended CalPERS Pension Funding Policy, Operating and Capital Improvement Budgets and direct staff to forward the Board's approval to EWA.

General discussion took place.

20-05-05 MOTION WAS MADE by Director Martin, seconded by President Evans, and carried unanimously, to adopt the resolution approving the Encina Wastewater Authority's FY 2021 recommended CalPERS Pension Funding Policy, Operating and Capital Improvement Budgets and to forward the Board's approval to EWA.

Resolution No. 1569 - The roll call vote was as follows:

AYES: Elitharp, Hernandez, Martin, Sannella, Evans  
NOES:  
ABSTAIN:  
ABSENT:

## REPORTS

### GENERAL MANAGER

General Manager Pruim reported that the District will continue with modified operations until at least May 15 and may extend the modifications through the end of May depending on directives from the Governor and the County of San Diego Public Health Officer.

### DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin stated Governor Newsom issued two Executive Orders today. One concerns eligibility for workers compensation benefits for certain employees who contract COVID-19 while working outside of their home. The second Executive Order pertains to property taxes and the elimination of penalties if certain conditions are met. The Governor has announced a partial stage two opening up situation while allowing counties to implement stricter requirements if they desire.

### SAN DIEGO COUNTY WATER AUTHORITY

President Evans stated the Board met on April 23 during which discussion took place regarding how to address uncertainties of the budget, revenue forecasts, and cost savings in order to keep the rate increase as low as possible. The Board will meet on May 28 to discuss the budget.

President Evans further stated the San Diego County Water Authority, in partnership with FEMA, the Environmental Protection Agency and the Water Resources Control Board, is distributing 25,000 cloth face masks.

Emilio Vargas, member of the public, asked if a conservation initiative for the District should be directed to the Board or an operations manager. General Manager Pruim recommended Mr. Vargas contact him to discuss the matter.

### ENCINA WASTEWATER AUTHORITY

None.

### STANDING COMMITTEES

Director Martin stated that at the April 27 Finance/Investment Committee meeting, staff was asked to provide information on costs savings realized and opportunities to cut expenses.

### DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

None.

OTHER BUSINESS

President Evans announced that a Board budget workshop will be scheduled for Monday, May 11 at 3:00 p.m. The meeting will be teleconferenced via Zoom.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

Director Sannella requested General Manager Pruim provide information at a future Board meeting on the District's plan to reintroduce the public back into the facility and how Board meetings might be held differently in the future.

ADJOURNMENT

There being no further business to discuss, President Evans adjourned the Regular Meeting of the Board of Directors at the hour of 6:06 p.m.

A Workshop Meeting of the Vallecitos Water District Board of Directors has been scheduled for Monday, May 11, 2020, at 3:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

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Betty D. Evans, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruim, Secretary  
Board of Directors  
Vallecitos Water District