AGENDA FOR A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT
WEDNESDAY, MARCH 5, 2014, AT 4:00 P.M.
AT THE DISTRICT OFFICE
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT MARTIN

PLEDGE OF ALLEGIANCE

ROLL CALL

In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. An emergency is defined as a work stoppage; a crippling disaster; or other activity which severely imperils public health, safety, or both. Also, items which arise after the posting of the Agenda may be added by a two-thirds vote of the Board of Directors.

ADOPT AGENDA FOR THE REGULAR MEETING OF MARCH 5, 2014

PRESENTATION

Mechanical/Electrical Department presentation.

ORAL COMMUNICATIONS

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.

NOTICE TO THE PUBLIC

All matters listed under the Consent Calendar will be voted upon 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.

CONSENT CALENDAR

1.1 APPROVAL OF MINUTES

A. REGULAR BOARD MEETING – FEBRUARY 19, 2014

Approved minutes become a permanent public record of the District.

Recommendation: Approve Minutes

1.2 WARRANT LIST THROUGH MARCH 5, 2014 – $3,608,127.43

Recommendation: Approve Warrant List

*****END OF CONSENT CALENDAR*****
ACTION ITEMS

2.1 DELINQUENCY AND LOCK POLICY AND ADMINISTRATION UPDATE

*Staff will present policy prior to and after implementation of Ordinance No. 186.*

**Recommendation:** For information only

2.2 ACWA REGION 10 BOARD MEMBER VACANCY

*The Board is seeking candidates to fill a Board member vacancy in San Diego County.*

**Recommendation:** Request Board direction

2.3 CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT C

*The Elections and Bylaws Committee is looking for Board Members or General Managers interested in leading the direction of the CSDA for the 2015-2017 term.*

**Recommendation:** Request Board direction

2.4 CALIFORNIA NATIVE PLANT SOCIETY ANNUAL “GARDEN NATIVE” TOUR

*The California Native Plant Society is hosting their annual “Garden Native” tour March 29 and 30.*

**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
   - Capital Improvement Committee
   - Policy and Finance Committee

3.5 DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

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

4.1 MEETINGS

WEF Central Valley Tour
April 23-25, 2014 – Begins/Ends in Sacramento, CA

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

5.1 DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

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

6.1 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 Executive Secretary 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, Diane Posvar, Executive Secretary 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 3:00 p.m., Friday, February 28, 2014.

Diane Posvar
President Martin called the Regular meeting to order at the hour of 4:00 p.m.

Mechanical/Electrical Supervisor Robert Salazar led the pledge of allegiance.

Present:    Director Evans
           Director Poltl
           Director Sannella
           Director Martin

Absent:    Director Hernandez

Staff Present:    General Manager Lamb
                  Assistant General Manager Scaglione
                  Legal Counsel Scott
                  Director of Engineering & Operations Gerdes
                  Administrative Services Manager Emmanuel
                  Finance Manager Fusco
                  Principal Engineer Gumpel
                  Accounting Supervisor Owen
                  Risk Management Supervisor Janus
                  Water Operations Supervisor Pedrazzi
                  Public Information/Conservation Supervisor Urabe
                  Public Information Representative Webb
                  Executive Secretary Posvar

ADOPT AGENDA FOR THE REGULAR MEETING OF MARCH 5, 2014

14-03-01    MOTION WAS MADE by Director Poltl, seconded by Director Evans, and
carried unanimously, with Director Hernandez absent, to adopt the agenda
for the Regular Board Meeting of March 5, 2014.

The vote was as follows:

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

PRESENTATION

Mechanical/Electrical Supervisor Salazar introduced the department’s staff present: Dale Austin, Jim Rench, Dean Toth, Steven Saavedra, Ryan Bougher, David Elpin, and Steve Corbeil.
Dale Austin, Pump/Motor Technician, and Jim Rench, Electrical/Instrumentation Technician, facilitated the presentation as follows:

- District assets
- Fleet crew services
- Pump and motor crew services
- Mechanical maintenance services
- Electrical and instrumentation services
- Motor maintenance
- Design build projects
- Maintain certain aspects of the SCADA system
- Maintain all District and Meadowlark Reclamation Facility equipment

This item was presented for information.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

14-03-02 MOTION WAS MADE by Director Poltl, seconded by Director Evans, and carried unanimously, with Director Hernandez absent, to approve the Consent Calendar as presented.

1.1 Approval of Minutes
   A. Regular Board Meeting – February 19, 2014

1.2 Warrant List through March 5, 2014 - $3,608,127.43

The vote was as follows:

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

ACTION ITEMS

DELINQUENCY AND LOCK POLICY AND ADMINISTRATION UPDATE

Finance Manager Fusco stated that Ordinance No. 186 establishes the rules, regulations and miscellaneous fees for water and wastewater service and was adopted on October 13, 2013. He provided the billing, delinquency, and meter lock timelines before and after Ordinance No. 186 was adopted. He also provided a comparison on the average number of late notices for twelve months ending November 2013 and
February 2014 as well as the number of 48-hour notices for twelve months ending February 2014. He then reviewed the adjusted process which includes a courtesy call to customers when payment has not been received and to extend the grace period to 3 days. The adjusted process will provide customers with a notice of potential late fees and eliminates mailing of late notices by use of an automated phone call on the delinquent date.

General discussion followed.

This item was for information only.

ACWA REGION 10 BOARD MEMBER VACANCY

General Manager Lamb stated that the ACWA Region 10 Board of Directors is looking for members interested in leading the direction of ACWA Region 10 for the remainder of the 2014-2015 by filling a Board member vacancy in San Diego County. The candidate must submit a nomination form and Resolution of support by the Board of Directors.

President Martin stated that he would be interested in this position. It doesn’t incur a lot of expense and their meetings are within Orange and San Diego counties.

14-03-03 MOTION WAS MADE by Director Sannella, seconded by Director Poltl, and carried unanimously, with Director Hernandez absent, to nominate President Martin and approve the Resolution.

Resolution No. 1443 - The roll call vote was as follows:

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

CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT C

General Manager Lamb stated that the CSDA Elections and Bylaws Committee is seeking members who are interested in leading the direction of the CSDA for the 2015-2017 term. The incumbent, Elaine Sullivan of Leucadia Wastewater District, is planning to run for re-election.

No action was taken on this item

CALIFORNIA NATIVE PLANT SOCIETY ANNUAL “GARDEN NATIVE” TOUR

General Manager Lamb stated that the California Native Plant Society is hosting their annual “Garden Native” tour on March 29 and 30. The District’s native plant garden at Heritage Park will be highlighted on the tour. The District is also participating in the
event by staffing a booth at the Heritage Park garden during the event; will have a rain barrel demonstration at the booth; have donated a rain barrel to the “Night at the Garden” fundraising event; and, have helped to sponsor the event.

In gratitude of the District’s support, the California Native Plant Society has provided the District with two tickets to the “Night at the Garden” fundraising event.

General discussion followed.

This item was for information only.

REPTS

GENERAL MANAGER

General Manager Lamb shared and discussed a graph detailing a 12-month water consumption rolling average per base meter for the District.

DISTRICT COUNSEL

Legal Counsel Scott reported on a recent request from the San Diego Union Tribune under the Public Records Act for Special Districts throughout San Diego County for Record Retention Policies of the Districts and selected emails for the General Managers. He also discussed the favorable ruling last week the San Diego County Water Authority (SDCWA) received in the case against Metropolitan Water District. The judge agreed with the SDCWA’s legal position.

SAN DIEGO COUNTY WATER AUTHORITY

Director Evans stated she was unable to attend the last Board meeting.

Assistant General Manager Scaglione reported on his attendance to the Manager’s meeting and discussed the four recommendations on rates that came from the Fiscal Sustainability Task Force.

ENCINA WASTEWATER AUTHORITY

Director Poltl reported on the Board meeting in which they authorized letters to be sent to Congressional representatives relative to the Clean Water Act. He further stated that the next Policy and Finance Committee meeting will be held on March 11 and that he will be unable to attend due to the scheduled Board workshop.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

President Martin reported on his attendance to the Urban Water Institute conference at which direct potable reuse/indirect potable reuse was the main topic of discussion.
President Martin reported on his attendance to the Water Education Foundation Lower Colorado River Tour. He provided detailed information on the tour; water levels are extremely low.

**OTHER BUSINESS**

None.

**DIRECTORS COMMENTS/FUTURE AGENDA ITEMS**

Director Sannella provided comments on the District’s website relative to links on the site, Board meeting webcasts, and the televised Board meetings.

**ADJOURNMENT**

There being no further business to discuss, President Martin adjourned the Regular Meeting of the Board of Directors at the hour of 5:29 p.m.

A Regular Meeting of the Vallecitos Water District Board of Directors has been scheduled for Wednesday, March 19, 2014, at 4:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

Hal J. Martin, President
Board of Directors
Vallecitos Water District

ATTEST:

Dennis O. Lamb, Secretary
Board of Directors
Vallecitos Water District