

AGENDA FOR A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, JULY 1, 2015, AT 4:00 P.M.  
AT THE DISTRICT OFFICE  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT EVANS

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 JULY 1, 2015

PRESENTATION

President Evans will recognize retiree, **Ken Gerdes**, Director of Engineering and Operations, for his years of service with the District.

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 - JUNE 17, 2015

*Approved minutes become a permanent public record of the District.*

**Recommendation: Approve Minutes**

1.2 WARRANT LIST THROUGH JULY 1, 2015 – \$4,330,735.31

**Recommendation: Approve Warrant List**

- 1.3 FINAL ACCEPTANCE OF WATER AND SEWER FACILITIES FOR MULBERRY RESIDENTIAL, APN: 218-171-04 (D.R. HORTON)

*Installation of water and sewer facilities has been completed.*

**Recommendation: Final Acceptance**

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

ACTION ITEMS

- 2.1 COMMUNICATION AND OUTREACH PROGRAM – COMMUNICATION PLAN

*Katz & Associates has developed a draft Communication Plan that can be revised annually.*

**Recommendation: For information only**

- 2.2 AWARD OF CONSTRUCTION CONTRACT FOR MRF SOLIDS FORCE MAIN REPLACEMENT PROJECT

*This project involves the replacement of approximately 5,900 feet of existing 6" DIP force main with a new 7,300 LF section of PVC pipeline.*

**Recommendation: Award construction contract**

- 2.3 ACWA NOMINATING COMMITTEE CALL FOR NOMINATIONS FOR STATEWIDE POSITIONS OF PRESIDENT AND VICE PRESIDENT

*Nominations are being solicited for the positions of President and Vice President to the general membership.*

**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 MEETINGS/CONFERENCES/SEMINARS  
ATTENDED

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

OTHER BUSINESS

4.1 MEETINGS

**WEF Southern California Tour**

October 8 – 9, 2016 – Begins/Ends at Ontario Airport

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

5.1 DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

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

CLOSED SESSION

6.1 CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER

\*\*\*\*\*END OF CLOSED SESSION\*\*\*\*\*

7.1 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](http://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, June 26, 2015.

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Diane Posvar

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY JULY 1, 2015, AT 4:00 PM AT THE DISTRICT OFFICE,  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

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

Development Services Senior Engineer Scholl led the pledge of allegiance.

Present: Director Elitharp  
Director Martin  
Director Sannella  
Director Evans

Absent: Director Hernandez

Staff Present: General Manager Lamb  
Assistant General Manager Scaglione  
Legal Counsel Scott  
Director of Engineering & Operations Gerdes  
Administrative Services Manager Emmanuel  
District Engineer Gumpel  
Finance Manager Fusco  
Operations & Maintenance Manager Pedrazzi  
Capital Facilities Senior Engineer Hubbard  
Development Services Senior Engineer Scholl  
Capital Facilities Engineer Santos  
Public Information/Conservation Supervisor Robbins  
Executive Secretary Posvar  
Administrative Secretary Johnson

Others Present: Joseph Charest, Katz & Associates  
Patricia Tennyson, Katz & Associates

ADOPT AGENDA FOR THE REGULAR MEETING OF JULY 1, 2015

15-07-01 MOTION WAS MADE by Director Sannella, seconded by Director Elitharp, and carried unanimously, with Director Hernandez absent, to adopt the agenda for the Regular Board Meeting of July 1, 2015.

PRESENTATION

President Evans recognized retiree Ken Gerdes, Director of Engineering & Operations, for his years of service with the District.

ORAL COMMUNICATIONS

Mike Hunsaker, member of the public, speaking on behalf of the Twin Oaks Property Owners' Association and adding his own personal comments, addressed the Board stating they are still concerned about the loop hole that he's mentioned previously regarding the fire district's situation. He also wanted to acknowledge that Director Hernandez is recommending having a serious discussion on recycled and reclaimed water, how this District proposes to meet the challenges and to supplement water supplies with those water supplies, and how it's going to be implemented.

He is also concerned about the suspension of fees for large developments. The Twin Oaks area is particularly concerned about the Newland project and who is going to pay for the sewer and water connections which were expected to be in the millions of dollars. Mr. Hunsaker stated he is sure the construction industry, which has prevailed upon the District, has a legitimate concern about jobs, but six months of work does not account for a hundred years of problems for existing rate payers. Rate payers have paid for their sewer and water facilities up front, and have agreed to have facilities beyond their immediate needs built on the proviso that subsequent developments pay their fair share. That does not appear to be the case now. He thanked the Board.

CONSENT CALENDAR

15-07-02 MOTION WAS MADE by Director Sannella, seconded by Director Elitharp, and carried unanimously, with Director Hernandez absent, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

A. Regular Board Meeting – June 17, 2015

1.2 Warrant List through July 1, 2015 - \$4,330,735.31

1.3 Final Acceptance of Water and Sewer Facilities for Mulberry Residential, APN: 218-171-04 (D.R. Horton)

ACTION ITEMS

COMMUNICATION AND OUTREACH PROGRAM – COMMUNICATION PLAN

General Manager Lamb stated that after considerable discussion of the communication and outreach program at the June 3, 2015 Board meeting, he met with representatives from Katz & Associates to address the status of the project.

Public Information/Conservation Supervisor Robbins stated that Katz & Associates has

completed the Customer Survey, Materials Audit, Key Message Platform and the first draft of the Communication Plan.

Patricia Tennyson of Katz & Associates introduced Joseph Charest who is replacing Tina Malott as the project lead. Ms. Tennyson and Mr. Charest provided an update on the progress of the communication program including:

- The End Product
- Short-term Strategies and Tactics
- Items to be Completed
  - Style Guide
  - Collateral Updates
  - Video
  - Speaker's Bureau Support
  - Speaker's Toolbox
- Estimated Projected Completion – August

General discussion took place. During general discussion, the Board requested a workshop meeting be scheduled to discuss the communication plan and presentation elements. Prior to the workshop, the Board will give their feedback to General Manager Lamb regarding the selection of a template to be used for the presentation elements.

Mike Hunsaker, member of the public, addressed the Board commending Katz & Associates on the design they are developing which he finds pleasing to the eye and organized. He wanted to point out the potential Brown Act violations that can occur relating not just to this program, but also in any attempt to have a three-fifths meeting of minds as to whether or not to add something to an agenda after the agenda is posted. He thinks that should be addressed and any questions of serial meetings, indirect or direct, that can come in.

He further stated he liked the idea of a template, but it is still not democratic to try to override the positions of individual Board members. You can have a common message, but it should not obscure or limit the ability that individual representatives of divisions have to represent their views because you have remarkably different types of individuals that you are representing; the demographics vary considerably. Ms. Evan's area is rural; Mr. Sannella's area is of multi-cities and is one that has been in an area which is very distrustful of big government; and Mr. Martin has largely developed areas to consider; so individual positions must not suffer for the position of our cause for uniformity. You can have uniformity of measures that are discussed and developed in Board meetings, but it should not be an end run, nor a political ploy to enforce uniformity of positions. He also wanted to point out that the Board has omitted some of the best representatives they have, which is staff. He has enjoyed considerable support from General Manager Lamb, Assistant General Manager Scaglione, Legal Counsel Scott and Executive Secretary Posvar; they are truly the Board's best representatives. He

would like to see the presentations that are put here added to the minutes so that we have those on public record and readily accessible as well. He thanked the Board.

AWARD OF CONSTRUCTION CONTRACT FOR MRF SOLIDS FORCE MAIN REPLACEMENT PROJECT

District Engineer Gumpel stated the Meadowlark Water Reclamation Facility (MRF) solids force main is a 6" line that runs approximately one mile from the plant through the Redwing area and connects to an existing 16" gravity line, and is need of replacement. The project involves replacement of 5,900 feet of existing 6" DIP force main with a new 7,300 linear foot section of PVC pipeline from MRF to an existing 16" pipeline in Melrose Drive north of Carillo Way in Carlsbad, 395 feet of gravity sludge pipeline and 65 feet of gravity sewer influent pipeline at MRF.

Staff received bids from five contractors and reviewed all of the bids for compliance with the contract documents. Staff and counsel completed the evaluation of qualifications and determined that CCL Contracting was the lowest responsive, responsible bidder. Additionally, the District's consultant, Nolte Vertical Five (NV5), was asked to provide scope changes to their professional services agreement to include geotechnical services and material testing for this project.

Staff recommended the Board award the construction contract to CCL Contracting in the amount of \$2,248,872, and to authorize amendment to NV5's professional services agreement in the amount of \$45,575 to include specialty services for soils inspection, subject to all provisions of the contract.

General discussion took place regarding the duration of the project, traffic control and the construction schedule.

15-07-03      MOTION WAS MADE by Director Martin, seconded by Director Sannella, and carried unanimously, with Director Hernandez absent, to award the construction contract to CCL Contracting and authorize the amendment of NV5's professional services agreement.

ACWA NOMINATING COMMITTEE CALL FOR NOMINATIONS FOR STATEWIDE POSITIONS OF PRESIDENT AND VICE PRESIDENT

President Evans stated the ACWA Nominating Committee is accepting nominations for the positions of President and Vice President to the general membership. Nominations must be received in the ACWA office no later than September 1, 2015, and require a resolution of support from the member agency on whose Board the nominee serves.

This item was presented for information only. No action was taken.

## REPORTS

### GENERAL MANAGER

General Manager Lamb provided updates on the following:

- The Official Statement for the bond issuance has been issued and is available on the District's website. All documents have been signed and the process is expected to be completed on July 9.
- The auditors have finished their preliminary work with staff and would like to meet with the Finance Committee sometime between July 28 and September 14.
- The District's water usage decreased approximately 30% in June 2015 as compared to June 2013. A press release will be issued regarding this.
- The last page of the new staff report regarding phone call metrics was distributed to the Board. In April, a total of 3,018 phone calls were answered by the District. The phone call data will be included in the Board agenda packet monthly. A further breakdown regarding the types of calls will be provided to the Board on a quarterly basis.
- Data pertaining to facilities (pump stations, storage, miles of pipe, etc.) was distributed to the Board. This information will be provided to the Board on a regular basis beginning in late July or August.
- Copies of three regulatory support letters were distributed to the Board. The letters were concerning: 1) The State Water Resources Control Board (SWRCB) taking away authority from LAFCO regarding consolidation through emergency purposes; 2) Opposition of the method in which the SWRCB collects fees for the Drinking Water Program; and 3) Support of the bill clarifying the wording of the Water Resource Development Act.

### DISTRICT LEGAL COUNSEL

None.

### SAN DIEGO COUNTY WATER AUTHORITY

President Evans stated that at the June 25 SDCWA Board meeting, the Board approved the 2015-2017 budget for 1.5 billion, rates were approved between 5.4% and 6.6% for untreated and treated water, and a cost of service study was accepted. She commented on information presented at the meeting which included data on acoustic monitoring of pipes for leaks and hydro electric energy production at Lake Hodges.

She further stated that the SDCWA Board authorized their General Manager to proceed with a grant application to the IRWM for Prop 84 funding for 13 projects totaling 31



million. She noted that the rain received in May 2015 increased the Colorado River's supply, so it is assumed that there may not be a shortage in 2016.

#### ENCINA WASTEWATER AUTHORITY

Director Elitharp reported on his attendance to the June 24 EWA Board meeting at which the Board authorized an Encina/San Elijo Joint Powers Employee Leasing Agreement that will allow the sharing of labor resources between the two agencies. He was also given a tour of the San Elijo Joint Powers facilities.

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

Director Sannella stated that on June 17 he accompanied District Engineer Gumpel to a meeting of the Palomar West Mobil Homes Estates Homeowners Association at which they gave a presentation.

President Evans reported on her attendance to the Council of Water Utilities meeting at which she was representing the SDCWA.

#### DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

Director Martin stated the City of San Marcos will be hosting their first Sundowner event in collaboration with Palomar Collage on July 23. He further stated that he attends a governmental affairs committee at the Chamber of Commerce every second Wednesday of the month and would be happy to pass along any information the District would like him to at those meetings. He noted that the City of San Marcos has let the lawn turn golden in front of City Hall which sends a message to residents.

Director Martin requested information on the actual water usage of new units such as the affordable housing project and the Marriott to see what kind of difference new construction is making. General Manager Lamb stated that the information will be provided at the July 15 Board meeting.

Director Sannella reminded the Board of the San Diego North Economic Development Council Water Summit on July 16.

#### CLOSED SESSION

#### CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER

The Closed Session did not take place due to Director Hernandez's absence and was postponed until the next regular Board meeting.

ADJOURNMENT

There being no further business to discuss, President Evans adjourned the Regular Meeting of the Board of Directors at the hour of 5:58 p.m.

A Regular Meeting of the Vallecitos Water District Board of Directors has been scheduled for Wednesday, July 15, 2015, at 4:00 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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Dennis O. Lamb, Secretary  
Board of Directors  
Vallecitos Water District