

**MINUTES OF THE REGULAR ADJOURNED MEETING
OF THE BOARD OF DIRECTORS OF
YUIMA MUNICIPAL WATER DISTRICT
MAY 29, 2007**

The Regular Adjourned Meeting of the Board of Directors of the Yuima Municipal Water District was held at the office of the District, 34928 Valley Center Road, Pauma Valley, California on Tuesday, the 29th day of May, 2007.

**Regular Adj.
Meeting
5/29/07**

1. ROLL CALL – DETERMINATION OF QUORUM

Call to Order

President Knutson called the meeting to order at 2:03 p.m.

Directors Present:

Present

W.D. Knutson, President
Douglas K. Anderson, Vice-President
George Stockton, Secretary
Mike Fitzsimmons
John B. Lyttle

Directors Absent:

Absent

None

Present

Others Present:

Linden A. Burzell, General Manager
Lori A. Johnson, Director of Finance
Bob Fowler, Director of Operations & Maintenance
Jolyn Duff, Customer Service and Administrative Assistant
Darlene Vega, Pala Tribal Advisor

President Knutson declared that a quorum of the Board was present.

**Quorum
Present**

2. ADDITIONS TO AGENDA

There were no additions to the agenda.

**Additions to
agenda: none**

3. PUBLIC COMMENTS

President Knutson opened the public comment period. No comments from the public were forthcoming.

**Public
Comments:
None**

I. CONSENT CALENDAR

Following review of the Consent Calendar, a motion was offered by Director Lyttle, seconded by Director Stockton, to approve the Consent Calendar items as presented, namely; approval of the Minutes of the Regular Meeting of April 24, 2007; the Accounts Paid and Payables for April; and Resolutions entitled;

**Consent
Calendar**

**Minutes of
Regular
Meeting
4/24/07**

RESOLUTION NO. 1109-07
RESOLUTION ESTABLISHING THE APPROPRIATION
LIMIT FOR FISCAL YEAR 2007/08 PURSUANT
TO ARTICLE X111B OF THE CALIFORNIA CONSTITUTION

**Res.#1109-07
Establishing the
Appropriation
Limit for
2007/08**

and

RESOLUTION NO. 1110-07
RESOLUTION ACCEPTING THE CONSTRUCTION
PROJECT KNOWN AS THE HAMPTON ROAD 8”
PVC C-900 PIPELINE AND 6” PRESSURE REDUCING STATION
(EDWARDS UNDERGROUND & GRADING, INC.)

**Res #1110-07
Accepting the
Hampton
Pipeline Job
(Edwards)**

and

RESOLUTION NO. 1111-07
RESOLUTION ACCEPTING THE CONSTRUCTION
PROJECT KNOWN AS THE REMOVAL AND REPLACEMENT
OF THE INTERIOR COATING OF MCNALLY TANK NO.1 (3.0 MG)
AND FOREBAY (.5 MG)
(BLASTCO, INC.)

**Res.#1111-07
Accepting the
McNally Tank
#1 & Forebay
Tank interior
coating job.
(Blastco)**

and

RESOLUTION NO. 1112-07
RESOLUTION SETTING FORTH THE TIME AND PLACE OF
HEARING AND GIVING NOTICE OF HEARING FOR
NOTICE OF INTENTION TO FILE A NEGATIVE DECLARATION
FOR THE STATION 8 RESERVOIR REPLACEMENT PROJECT, WITH
CONSTRUCTION OF 1.7 MG TANK AND APPURTENANCES

**Res.#1112-07
Setting hearing
to File a
Negative
Declaration for
Station 8
project**

and

RESOLUTION NO. 1113-07
RESOLUTION AMENDING EMPLOYEE MANUAL
(INFORMATION OF INTEREST – SECTION 2;
ORGANIZATIONAL CHART- SECTION 6;
HEALTH INSURANCE – SECTION 16-2(E); JOB DESCRIPTION –
SECTION 32-26 & PAY RANGE SCHEDULE – SECTION 33)

**Res.#1113-07
Amending the
Employee
Manual
Sections 2; 6;
16-2; 32-26 &
Section 33**

was adopted by the following roll-call vote, to wit:

AYES: Knutson, Fitzsimmons, Lyttle, Stockton

NOES: None

ABSENT: Anderson

II. ACTION/DISCUSSION

II-1 Public Hearing to Consider a Proposed Schedule of Water Availability Charges for Fiscal Year 2007/08

President Knutson opened the Public Hearing at 2:11 p.m. on the proposed schedule of water availability charges and stated that comments from the public were in order. General Manager Burzell reviewed the reason for the implementation of the Water Availability Charge stating that this is not a new charge and has been levied by the district district-wide for several years at \$10 per acre or portion thereof and revenues are used for system improvements only. He reported that no written comments or objections were received and the notices were published as required by law. He said that all new owners of land within the district were notified individually by mail. There being no public comments presented, the public hearing was then closed. It was moved by Director Fitzsimmons, and seconded by Director Lyttle, that Ordinance No. 94-07 entitled,

**Public Hearing
Water
Availability
Charges for
2007/08**

ORDINANCE NO. 94-07
AN ORDINANCE OF THE BOARD OF DIRECTORS
OF YUIMA MUNICIPAL WATER DISTRICT

**Ord.#94-07
Fixing a Water
Availability
Charge for
2007-08**

FIXING A WATER AVAILABILITY CHARGE
FOR THE DISTRICT (2007-08)

was adopted by the following roll-call vote, to wit:

AYES: Knutson, Fitzsimmons, Lyttle, Stockton

NOES: None

ABSENT: Anderson

II-2 Proposed Resolution Adopting and Annual Statement of Investment Policy
and Rescinding Resolution No. 1050-06

Director of Finance Johnson stated that the investment policy has been updated to include a table of contents, glossary of investment terms, internal controls, clarification of documents required by brokers/dealers and a broker/dealer questionnaire form. Upon motion offered by Director Stockton, seconded by Director Fitzsimmons, Resolution No. 1114-07, entitled

RESOLUTION NO. 1114-07
RESOLUTION OF THE BOARD OF DIRECTORS OF
YUIMA MUNICIPAL WATER DISTRICT
ADOPTING AN ANNUAL STATEMENT OF INVESTMENT
POLICY AND RESCINDING RESOLUTION NO. 1050-06

**Res. 1114-07
Adopting An
Annual
Statement of
Investment
Policy and
Rescinding Res.
#1050-06**

was adopted by the following roll-call vote, to wit:

AYES: Knutson, Fitzsimmons, Lyttle, Stockton

NOES: None

ABSENT: Anderson

II-3 Proposed Resolution Establishing a Special Service Connection Charge and
Amending Rules and Regulations Governing Water Service (Special Service
Charge (SSCC) Hampton Road Pipeline (Section 15.5.1)

Manager Burzell stated that the Special Service Connection Charge for the Hampton Line will be for the sole purpose of collecting a portion of the construction costs from those property owners who benefit from the facilities. The job consisted of the installation of 850' of 8" PVC C-900 Pipeline and a 6" Pressure Reducing Station in Hampton Road, served by the District's main line on Highway 76. Any parcels receiving

service from this pipeline will be assessed this special service connection charge upon application for water service.

Upon motion offered by Director Fitzsimmons, seconded by Director Stockton Resolution No. 1115-07, entitled

RESOLUTION NO. 1115-07
RESOLUTION OF THE BOARD OF DIRECTORS OF
YUIMA MUNICIPAL WATER DISTRICT
ESTABLISHING A SPECIAL SERVICE CONNECTION CHARGE
AND AMENDING RULES AND REGULATIONS
GOVERNING WATER SERVICE
(SPECIAL SERVICE CONNECTION CHARGE
(SSCC) HAMPTON ROAD PIPELINE
(SECTION 15.5.1)

**Res. 1115-07
Establishing a
Special Service
Connection
Charge (SSCC)
Hampton Road
Pipeline and
Amending Rules
& Regulations
Section 15.5.1**

was adopted by the following roll-call vote, to wit:

AYES: Knutson, Fitzsimmons, Lyttle, Stockton

NOES: None

ABSENT: Anderson

II-4 Proposed Resolution Adopting the Yuima Municipal Water District
Employee Recognition Program

President Knutson stated that the proposed program is modeled after the San Diego County Water Authority's program with some changes to fit the specific circumstances in our district. Upon motion offered by Director Lyttle, seconded by Director Fitzsimmons Resolution No. 1116-07, entitled

RESOLUTION NO. 1116-07
RESOLUTION OF THE BOARD OF DIRECTORS OF
YUIMA MUNICIPAL WATER DISTRICT
ADOPTING THE YUIMA MUNICIPAL WATER
DISTRICT EMPLOYEE RECOGNITION PROGRAM

**Res.1116-07
Adopting the
YMWD
Employee
Recognition
Program**

was adopted by the following roll-call vote, to wit:

AYES: Knutson, Fitzsimmons, Lyttle, Stockton

NOES: None

ABSENT: Anderson

Chairman Knutson appointed Directors Fitzsimmons and Anderson to serve on the

**Appointment of
ERC Committee
Fitzsimmons,**

Employee Recognition Committee along with Manager Burzell. The chairman authorized director per diems for this committee. The Chairman stated that since he was elected as the Alternate Director of the Upper San Luis Rey Watershed Authority that it was fitting that he takes that committee assignment, substituting for Director Lyttle.

Director Anderson arrived at 2:45 p.m.

III. REPORTS/MEETINGS

III-1. Board Reports/Meetings

Director Knutson reported that :

- ✦ Construction on the San Vicente Pipeline tunnels is proceeding much slower than anticipated (45 ft. per day versus the 75 feet per day projected). Cost adjustments are currently being negotiated with the contractor.
- ✦ Labor Negotiations at CWA are in full swing with the unions. They are looking at a 3 or 4 year contract with a total compensation increases, including benefits, of 12% over the over the term of the contract.
- ✦ The Blueprint for Conservation is now available in draft.
- ✦ Marcus Barard, Yuima's former intern, graduated #1 in the CWA Internship Program.
- ✦ Manager Stapleton and Board Chair Fern Steiner will be visiting our district on August 27th of this year to brief the board and others on SDCWA activities and to learn about local issues.
- ✦ LISA Program – Yuima is one of the 5 successful applicants for a LISA groundwater investigational grant, and the likelihood of funding our application looks good.
- ✦ The California budget is still in trouble – it appears likely that another ERAF transfer of our tax revenues will occur.
- ✦ The Department of Water Resources has shut down the main pumping station on the State Water Project to protect the endangered Delta Smelt. The shut-down is expected to last between ten days and two weeks, by which time the smelt are expected to migrate to cooler water.

Anderson & Burzell

Committee change USLRWA Lyttle to Knutson

Board Reports

SDCWA/MWD

- ✦ A 28% decrease in premium rates is projected by JPIA for the Worker's Compensation Program.
- ✦ He attended the San Luis Rey Watershed Authority meeting on May 23rd but they lacked a quorum.
- ✦ Governor Schwarzenegger appointed Bill Knutson to the Colorado River Board of California as the Water Authority's representative on the board (the official oath of office was administered today at today's meeting.)

ACWA/JPIA

Knutson appointed to Colorado River Board

Director Anderson reported he attended the meeting of the North County Water Group this month.

III-2. Administrative Report

Manager Burzell called the board's attention to his written Administrative report. He stated that the San Luis Rey Indian Water Authority has invited him to talk to representatives of the Bureau of Indian Affairs and the Department of the Interior about the pipeline at a meeting scheduled for May 29th at the offices of the SLRIWA.

Administrative Report

Following discussion on the pipeline shut down, Manager Burzell stated the he will be preparing a notice to our irrigators regarding a possible cut-back and/or scheduling in the event that the shut-down of the State Water Project is extended beyond two weeks.

Manager Burzell asked if there was anyone interested in serving on the LAFCO and the Special Districts Advisory Committee. There were no nominations.

No LAFCO Nominations

III-3. Capital Improvement Program Review.

Manager Burzell stated that as of May 16th, the current year capital improvement program totals \$2,998,750, of which \$535,930 has been expended to date. The large contractor payments for McNally and Forebay repainting will be reflected in next months report.

Discussion on Capital Improvements

III-4. Operations Report.

Director of Operations & Maintenance Fowler reported that the Hampton Road pipeline contractor, Edwards Underground, Inc. has completed their contract on this job. Staff will have the Pressure Reducing Station completed this week and the pipeline should be in service by the first week in June.

Operations Report
Hampton Line

He also stated that both Forebay and McNally Tank #1 are back in service following the interior coating job. We will be draining Eastside Tank for interior inspection and warranty repairs during the first week in June.

McNally Tank No. 1 & Forebay tank project

Director of Operations & Maintenance Fowler stated that he and Customer Service/Administrative Assistant Duff have completed ICS 200 and 700 training. Customer Service/Administrative Assistant Duff stated that most of the emergency 10 day supplies have been purchased and she is almost completed with the Emergency Response Plan and expects to have it ready for board review in June.

Emergency Response Plan Update

Customer Service/Administrative Asst. Duff left the meeting at 3:16 p.m.

III-5. Engineer's Report.

Engineer was not present. Manager Burzell stated that the plans and specifications for the station 8 job are moving forward and should be to staff in June for review and input.

Engineer's Report

III-6. Counsel's Report.

Counsel was not present.

Counsel's Report

III-7. Finance Report

Director of Finance Johnson called the Board's attention to the Treasurer's report, noting that Certificate of Deposit maturities this month were placed at 5.1% for time frames ranging from 6 months to 1 year.

Finance Reports
Treasurer's Report

Director of Finance Johnson reported that there is one account that the district has filed a lien on. If it remains delinquent as of July 1st, we will bring it back to the board to place the amount on the tax roll.

Delinquent Accounts

She reported that due to the less than normal rainfall we have had this year, we expect to see our actual water sales higher than budget projections.

Higher Water Sales

Director of Finance Johnson stated that we are requesting pricing for public financing for our Station 8 project through the California Infrastructure and Economic Development Bank, known as I-Bank and Municipal Financing under the same financing structure we used for the Eastside Tank project.

Financing of Station 8 project

She reported staff is working on a financial section to be incorporated in our emergency response plan and submittal for certification.

Financial Plan incorporated in ERP

Director of Finance Johnson reported that the annexation fee study is nearly complete and will be reviewed at the finance committee workshop next month.

Annexation Fee Study

III-8. Joint Powers Fire Report

Manager Burzell stated that Chief O’Leary was unable to be at the meeting due to being called out to a fire this afternoon. He reported that the Environmental Impact Report for the building is scheduled to be completed by the state by the end of the month.

Fire District Report

IV. OTHER BUSINESS

Manager Burzell presented the revised draft of the District’s Mission Statement for review. Following discussion it was agreed the statement will be incorporated in the budget document for review next month.

**Other Business
Mission Stmt.**

President Knutson announced that the Finance Committee, consisting of all the board, will meet at noon on June 25th for the budget workshop. This will be prior to the

regular board meeting

V. ADJOURNMENT

There being no further business to come before the board and upon motion to adjourn the meeting offered by Director Stockton, seconded by Director Lyttle and carried unanimously, the meeting was adjourned at 3:55 p.m.

Adjournment

Original Minutes were signed
and approved June 25, 2007
George Stockton, Secretary

ATTEST:

Original Minutes were signed
and approved June 25, 2007
W.D. Knutson, President