

Agenda

Regular Meeting of the Board of Directors of Yuima Municipal Water District

Monday, February 22, 2016 2:00 P.M.
34928 Valley Center Road, Pauma Valley, California

Bill Knutson, President
Ron W. Watkins, Vice President
Terry Yasutake, Secretary/Treasurer

Laney Villalobos, Director
Roland Simpson, Director

AGENDA TOPICS

- 2:00-2:05 P.M.
1. **Roll Call** – Determination of Quorum.
 2. **Pledge of Allegiance**
 3. **Approval of Agenda** – At its option, the Board may approve the agenda, delete an item, reorder items and add an item to the agenda per the provisions of Government Code §54954.2.
 4. **Public Comment** – This is an opportunity for members of the public to address the Board on matters of interest within the Board’s jurisdiction that are not listed on the agenda. The Brown Act does not allow any discussion or action by the Board or staff on matters raised during public comment except; 1) to briefly respond to statements made or questions posed; 2) ask questions for clarification; 3) receive and file the matter; 4) if it is within staff’s authority, refer it to them for a reply; or 5) direct that it be placed on a future board agenda for a report or action. Inquiries pertaining to an item on the agenda will be received during deliberation on that agenda item. No action can be taken unless specifically listed on the agenda (Government Code §54954.3)
 5. **Oath of Office** – Roland Simpson was elected as a Director in Division 2 in a Special Recall Election held January 26, 2016 recalling Mike Fitzsimmons by a vote of 37 yes 24 no votes. There are 129 registered voters in that division. Mr. Simpson’s seat for Division 2 will be up for election in November 2016. The oath of office will be administered and Mr. Simpson will be seated as a director.

2:05-2:08 P.M. **I. CONSENT CALENDAR**

Consent Calendar items will be voted on together by a single motion unless separate action is requested by a Board Member, staff or member of the audience.

1. Approve minutes of the Regular and Special Meeting January 25, 2016.
2. Approval of Accounts Paid and Payable & Reporting under Government Code §53065.5 for January, 2016.
3. Acceptance of Monthly Financial Reports – January, 2016 Treasurer

Report and Cash Statement.

4. Proposed Resolution Amending the Records Retention and Disposal Policy

Background: Government Code §60200 and all other applicable statutes, govern the retention, transfer and destruction of all records. The Board has previously adopted a Records Retention and Disposal Policy. Proposed revisions to the District's Records Retention Schedule to reflect current practice is presented.

Recommendation: That the Board approve the proposed resolution.

5. Consider and Accept Staff Report on Yuima's Identity Theft Prevention Program

Background: District Staff is required by the Fair and Accurate Credit Transaction Act (FACTA) and Red Flag Rules to report to the Board, in a publicly noticed meeting, on material matters that occurred during the year related to the District's Identity Theft Prevention Program.

Recommendation: Receive and accept Staff Report.

6. Annual Review & Report on the District's Fraud Policy

Background: The Board adopted a Fraud Policy in 2008 that formalized the expectation of personal honesty and integrity required of District officials and employees. The policy sets out specific guidelines and responsibilities for appropriate actions that must be followed in the investigation of fraud and other similar irregularities. In 2011 the policy was updated to add contractors when working for the District and clarified some staff responsibilities. The proposed resolution updates the staff job titles.

Recommendation: That the Board approve the proposed resolution.

7. Proposed Resolution Giving Notice for Public Hearing for the Fire Mitigation Fee Multi-Year Facilities and Equipment Plan for the Yuima, Pauma and Mootamai Municipal Water Districts

Background: Section §66000-66002 of the Government Code and the Fire Mitigation Fee Ordinance requires that the Facilities and Equipment Plan for the use of funds be adopted annually at a noticed public hearing. The annual Multi-Year Facilities and Equipment will be presented for review and adoption at the March meeting of the Board. A draft is included in the packet.

Recommendation: That the Board approve the proposed resolution which sets the hearing before the Board at 2:15 p.m. on the 28th day of March and direct staff to publish the required notice.

8. Proposed Resolution Setting Forth the Time and Place for Hearing and Giving

Notice of Hearing for Proposed Ordinance Fixing Compensation of Directors

Background: District Ordinance 98-08 §8 specifies that compensation to members of the Board of Directors shall be adjusted annually by the “*lesser of (a) the maximum amount allowed by statute now in effect or enacted hereafter, or (b) a percentage equal to the cost of living adjustment applied to the salaries of District employees for the prior fiscal year, pursuant to a resolution which shall be considered annually prior to July 1st of each year*”. Pursuant to the provision of the Ordinance the compensation rate would increase 1.9% or \$3.00 per day for each day’s attendance at meetings of the Board, or for each day’s service rendered as a member of the board by request of the Board in excess of four (4) hours, or \$1.50 for each day’s service rendered under four (4) hours as a member of the board by request of the Board. A public hearing will be set for March 28th, 2015 at 2:15 pm for the new amount to be effective July 1, 2016.

Recommendation: That the Board approve the proposed resolution which sets the hearing before the Board at 2:15 p.m. on the 28th day of March and direct staff to publish the required notice.

2:08-2:20 P.M. **II. SPECIAL REPORTS**

1. Joint Powers Fire Report Williamson
Chief Williamson and Captain Johnson will be present

2:10-2:15 P.M. **III. ACTION/DISCUSSION**

1. Proposed Resolution Expressing Appreciation to Mike Fitzsimmons For Outstanding Public Service to the People of Yuima Municipal Water District Knutson

Background: Mike Fitzsimmons has served on the Board of Directors of Yuima MWD for 27 years serving as an officer of the District in all positions on the board. Through his efforts he contributed to many accomplishments of the District and is a recognized leader within the community on agriculture and water issues.

Recommendation: That the Board approve the resolution of appreciation as presented

2. Proposed Resolution Cal Fire Authorizing the Entry into a Memorandum of Understanding with California Department of Forestry and Fire Protection (Cal Fire) for Participation in the Conservation Camp Program (Master Agreement #7CA00195) Johnson

Background: Cal Fire, Puerta la Cruz Conservation Camp provides an economical workforce to government agencies which permits inmates, or wards to be used in the performance of conservation projects, fuels management and or hazard reduction for a public agency. Yuima has a

need for these services at an economical cost. The proposed MOU allows the District to participate in the Master Agreement with Cal Fire. The District's master agreement under this program that was approved by the Board in October, 2013 has expired.

Recommendation: The board adopt the proposed resolution

3. Proposed Resolution Governing Water and Sewer Service to Affordable Housing Units for Lower Income Households. Johnson

Background: Government Code §65589.7(b) requires public agencies providing water or sewer services to adopt written policies and procedures once every five years to grant a priority and adopt standards for the provision of water and sewer services to proposed developments that include housing units affordable to lower income households. The District's last adoption was in 2011.

Recommendation: That the Board approve the proposed resolution.

4. Proposed Resolution Authorizing Checking, Savings and Investment Accounts with Various Banking Institutions and Rescinding Resolution 1600-15 Knutson

Background: The proposed resolution updates the authorized signers on the District's bank accounts. Director Simpson is added in the place of Mike Fitzsimmons.

Recommendation: That the Board approve the proposed resolution.

2:15-3:30 P.M. **IV. INFORMATION/REPORTS**

1. **Board Reports/Meetings**

President/JPIA Knutson
San Diego County Water Authority/MWD Watkins
Other Meetings

2. **Administrative** Johnson

General Information
Production/Consumption/Slippage
Well Levels
District Water Purchased
Conservation Report

3. **Capital Improvement Program** Johnson

4. **Operations, Maintenance & Engineering** Engstrand

General Information
Rainfall Record

5. **Counsel**

Scott

6. **Finance**

Johnson

General Information

Delinquent Accounts

Revenue & Expenditure Recap @ 1/31/16

Update – District above ground facilities in IDA

4:00-4:25 P.M. **V.** **OTHER BUSINESS**

CLOSED SESSION: Conference Regarding Public Employment Pursuant to Government Code Section §54957(b)
To consider the Appointment or employment of a public employee (one position).

4:25-4:30 P.M. **VI.** **ADJOURNMENT**

NOTE: In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board meeting, please contact the General Manager at (760) 742-3704 at least 48 hours before the meeting to enable the District to make reasonable accommodations.

Any writings or documents provided to a majority of the members of the Yuima Municipal Water District Board of Directors regarding any item on this agenda will be made available for public inspection during normal business hours in the office of the General Manager located at 34928 Valley Center Road, Pauma Valley.