

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
YUIMA MUNICIPAL WATER DISTRICT
January 22, 2018**

The Regular 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 Monday, the 22nd day of January, 2018

**Regular Meeting
1/22/2018**

1. ROLL CALL – DETERMINATION OF QUORUM

President Knutson called the meeting to order at 2:00 p.m.

**Call to Order
2:00 pm**

Directors Present:

Present: 5

W.D. "Bill" Knutson, President
Ron Watkins, Vice-President
Don Broomell, Secretary/Treasurer
Roland Simpson, Director
Laney Villalobos, Director

**Quorum
Present**

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

Directors Absent:

Absent: 0

Others Present:

Rich Williamson, General Manager
Amy Reeh, Finance Manager
Nick Bishop, CDF Captain
Adam Gettiman, CDF Captain
Richard Teaman, Teaman, Ramirez & Smith
Rick Gallo, Teaman, Ramirez & Smith
Allen Simon, YMWD
Jolyn Duff, YMWD
Larry Puck
Daren House

**Others
Present**

2. PLEDGE OF ALLEGIANCE

President Knutson led those present in the Pledge of Allegiance.

**Pledge of
Allegiance**

3. APPROVAL OF AGENDA

**Agenda
Approved**

Manager Williamson removed the Election of Officers from the Agenda as it is not required until 2019.

4. PUBLIC COMMENT

Larry Puck stated he is developing his third parcel and would like to know his options on installing another fire hydrant. Manager Williamson and Mr. Puck to meet and will bring this back to the next meeting for discussion.

Public Comment

I. CONSENT CALENDAR

Upon motion being offered by Director Simpson, seconded by Director Watkins, the Minutes of the Regular Adjourned Meeting of November 20, 2017, Accounts Paid and Payable for November and December 2017 and the Monthly Financial Reports for November and December 2017 were approved by the following roll-call vote, to wit:

Consent Calendar

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

II. SPECIAL REPORTS

1. Joint Powers Fire Report

Captain Bishop reported the call volume was historically down for the year. During 2017 they inspected 700 properties for weed abatement. Burn permits have not been issued for 2018 as of this date.

Special Report
(Cal Fire)

Both engines were called to the Lilac Fire where they helped save structures. During December they conducted auto extrication and rope rescue training. Captain Bishop also reported all stations are at full coverage as are the air crafts which is unusual for January.

Captain Bishop introduced Captain Adam Gettiman, a new Capitan at our local CDF. Captain Gettiman has 15 years fire experience.

III. ACTION/DISCUSSION

1. Consider Approval of the Yuima Municipal Water District's Fiscal Year

Richard Teaman of Teaman, Ramirez & Smith reported to the Board his finding on Yuima's CAFR for FY2016-17. The Auditors issued an Unmodified opinion which is the highest level you can receive. This means there were no material deficiencies or misstatements in the financial statements. Upon motion being offered by Director Watkins, seconded by Director Broomell, *the 2016-2017 Audited Financial Statements, footnote disclosures and the Comprehensive Annual Financial Report (CAFR)* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

2. Certificate of Compliance by Yuima MWD as Successor in Interest to Palomar Mutual Water Company for Calendar Year 2017 (Strub)

2017 Strub
Certificate of
Compliance

Following discussion and noting only 1167.5 acft was withdrawn from the basin during calendar year 2017 and upon motion being offered by Director Villalobos, seconded by Director Watkins, *the Board authorized the President and Secretary to execute the accompanying Certificate of Compliance and file it with the court* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

3. Proposed Resolution Awarding Contract for Forebay Coating Project

Forebay Coating
Project

Manager Williamson explained the two bids that came in for the coating of Forebay were very high. The lowest being \$495,000. He believes a new bolted tank would cost between \$250,000 and \$350,000. He recommends that the Board reject the bids, declare an emergency and authorize the General Manager to solicit proposals from three firms for a design and build contract for a new Forebay Storage Tank. Upon motion being offered by Director Watkins, seconded by Director Simpson, *the Board rejects the bids, declares an emergency and authorizes the General Manager to solicit*

proposals from three firms for a design and build contract for a new Forebay Storage

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

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

4. Resolution No. 1764-18 for Yuima Municipal Water District to Work Cooperatively with the Rincon Band of Luiseno Indians to Review Options and Implementations for Mutual Aid Interties with their Respective Water Systems

**Res. No. 1764-18
Options for
Mutual Aid
Interties with
Rincon Band of
Luiseno Indians**

Following discussion and upon motion being offered by Director Watkins, seconded by Director Villalobos, for YMWD to work cooperatively with the Rincon Band of Luiseno Indians to review options and implementations for Mutual Aid Interties with their respective water systems was carried unanimously by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

5. District Staff Requests Board Direction to Work with Local, Regional and State Authorities to Explore Options to Implement Northern Pipeline

**Options to
Implement the
Northern Pipeline**

Manager Williamson stated Pala and Rincon are interested in the Northern Pipeline. He believes the timeline for completion would be 7 to 10 years. Upon motion being offered by Director Simpson, seconded by Director Watkins, direct the General Manager to work with the Bands and to give monthly progress reports back to the Board was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

6. District Staff Requests Direction/Authorization to Work with the Pauma Band of Luiseno Indians Relative to Water and Fire Service for New Connections

**Tabled - Water
and Fire Service
for the Pauma
Band of Indians**

Manager Williamson stated the Pauma Band of Luiseno Indians is looking for water service for domestic and fire protection. This was tabled until the February

meeting.

7. Discussion/Possible Action Regarding Rancho Estates Consolidation and State Revolving Fund Loan

Tabled – Rancho Estates Consolidation Grant

Manager Williamson reported Rancho Estates has received a \$1.3 million grant to construct a new potable water system. There is concern to the provision of potable and non-potable water in the same area by different entities. This was tabled for special discussion. Upon motion being offered by Director Watkins, seconded by Director Simpson, *to table this action for a special discussion* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

8. Resolution No. 1765-18 Amending Rules and Regulations Governing Water Service (Definitions Section 1, Schedule of Rates, Rentals, Fees, Deposits and Charges Sections 14.7; 16.1)

Res. No. 1765-18 Rules and Regulation Governing Water Service

Following discussion and upon motion being offered by Director Watkins, seconded by Director Knutson, *Amending Rules and Regulations Governing Water Service* was carried unanimously by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

9. District Staff Requests Board Direction/Authorization for General Manager to Work with Tony Cinquini to Develop Solar Power Opportunities and Discuss Well 51 Lease or other Agreement

Solar Power and Well 51 Lease

Following discussion and upon motion being offered by Director Watkins, seconded by Director Villalobos, *to have the General Manger proceed with exploring the concept of solar generation and to negotiate an agreement with Mr. Cinquini for the lease of Well 51 with final approval brought to the Board* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

10. District Staff Requests Board Direction/Authorization for General Manager to Pursue a Vendor for Providing new AMR Meters for All District Customers and Production meters; and to Determine Options for Financing the Improvements

AMR Meters

Following discussion and upon motion being offered by Director Broomell, seconded by Director Villalobos, *to have the General Manger ascertain the costs of the meter replacement and proposed financing of the project and to bring to the Board for final consideration and action* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

11. District Staff Requests Board Direction/Authorization for General Manager to Sign a Contract for SCADA Repairs and Upgrades not to Exceed \$100,000

SCADA Repairs and Upgrades

Following discussion and upon motion being offered by Director Villalobos, seconded by Director Watkins, *to accept the proposal from Tran Controls SCADA Solutions for the repair and upgrade to the District's SCADA system not to exceed \$100,000* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

12. District Staff Requests Board Direction/Authorization for General Manager to Procure Consultant to Develop Plans & Specifications to Replace the Forebay Pump Station and to Replace the Forebay Pump Station and to Research Financing for Project

Forebay Pump Station

13. District Staff Requests Board Direction/Authorization for General Manager to Procure Consultant to Complete Facilities Infrastructure Evaluation and Develop a Critical Facilities Improvement Plan for 2018/19 and Future Budgeting Purposes

Critical Facilities Infrastructure Improvement Plan

Following discussion and upon motion being offered by Director Broomell, seconded by Director Watkins, *to have the General Manager interview and select consultants and present to the Board a plan to replace the Forebay Pump Station and Develop a Critical Facilities Improvement Plan* was carried by the following roll-

call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

14. Board Approval of Purchase Order for Tyler Technologies

Tyler
Technologies

Following discussion and upon motion being offered by Director Watkins, seconded by Director Simpson, *to approve the purchase order as presented in accordance with the Tyler Technologies contract* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

15. Resolution No. 1766-18 Authorizing Entry into Wire Transfer Authorization and Agreement with California Bank & Trust and Rescinding Resolution No. 1689-16

Res. No. 1766-18
Wire Transfer
with CB&T and
Rescinding 1689-
16

Following discussion and upon motion being offered by Director Villalobos, seconded by Director Simpson, *Resolution No. 1766-18 authorizing entry into a wire transfer agreement with California Bank & Trust and rescinding Res. No. 1689-16* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

16. Resolution No. 1767-18 Authorizing Checking, Savings and Investment Accounts with Various Banking Institutions and Rescinding Resolution No. 1759-17

Res. No. 1767-18
Various Banking
Institutions and
Rescinding 1759-
17

Following discussion and upon motion being offered by Director Watkins, seconded by Director Knutson, *Resolution No. 1767-18 Authorizing Checking, Savings and Investment accounts with various banking institutions and rescinding Res. No. 1689-16* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

17. Resolution No. 1768-18 Amending Employee Manual Sections 15 Salaries 31 Employee Appraisal Form and 33 Pay Range Schedule

Res. No. 1768-18
Amending
Employee
Manual

Following discussion, omitting the stipend portion to be discussed at the personnel committee meeting, Director Watkins motioned, Director Simpson seconded, *Resolution No. 1768-18 Amending Employee Manual Salaries 31 Employee Appraisal Form and 33 Pay Range Schedule as amended per discussion to exclude Section 15* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

18. District Staff Requests Approval of a Temporary Administrative Position to Assist the General Manager and Finance Manager

Temporary
Admin Position

Following discussion and upon motion being offered by Director Simpson, seconded by Director Broomell, *approval of a temporary administrative position* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

19. Authorization for General Manager to Negotiate and Execute a Memorandum of Understanding Secretarial and Bookkeeping Services with the Upper San Luis Rey Resource Conservation District not to exceed \$7200 per year

Bookkeeping
Services for
Upper San Luis
Rey Resource
Conservation
District

Following discussion and upon motion being offered by Director Simpson, seconded by Director Watkins, *authorizing the General Manager to negotiate and execute the Memorandum of Understanding for secretarial and bookkeeping services with the Upper San Luis Rey Resource Conservation District* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

20. President's Appointments to Committees

President's
Appointments to
Committees

Following discussion and upon motion being offered by Director Villalobos, seconded by Director Knutson, *current assignments to the Employee Recognition Committee and various standing and ad-hoc committees of the Board* was carried by the following roll-call vote, to wit:

AYES: Watkins, Villalobos, Simpson, Broomell, Knutson
NOES: None
ABSTAIN: None
ABSENT: None

IV. INFORMATION/REPORTS

1. Board Reports/Meetings

Director Knutson reported the JPIA/ACWA is returning \$7 million to districts for Property, Liability and Workers Comp. There is a possibility of a 5 - 10% reduction of the annual fees. They are hoping for an 8 -10% reduction next year.

JPIA

Director Watkins reported on the Energy Storage System at San Vicente. He also reported the GSA's main focus is to bring the Tribes into the GSA. The Tribes have not signed the MOU.

CWA
GSA

2. Administrative

Manager Williamson would like to set dates in February for future planning meetings.

Administration

3. Capital Improvement Program

Manager Williamson reported on the Capital improvement program.

Capital

4. Operations

Allen Simon briefly covered the current status of the district facilities; in December SDG&E crews hit our mainline, which caused several other leaks the same day. Loss of water was 3.4 acft. Well 19A failed. The pump needs to be replaced. Well 25 the electrical burned up and is being looked at. Mr. Simon attended the County Ops meeting and reported SDCWA will be administering free Chlorine in their water for one month this summer. This kills the bacteria in the lines.

Operations

5. Counsel

No counsel was present.

Counsel

6. Finance & Administrative Services

Finance &
Admin. Services

Manager Reeh reviewed the delinquent accounts report. She also reported the Amador contract wants to be taken over by San Diego County Fire Authority. They would like to have a 3-year contract and phase out the Amador contract. Manager Reeh wants to make sure any money brought in will stay in the fund for this District. We will need an agreement with LAFCO.

Manager Reeh reported water sales are at 66.6% of what was budgeted. She also presented the amortization schedule of the PERS unfunded liability. Staff will present an analysis comparing paying on the 15-year amortization schedule compared to the 30 year schedule at the next meeting.

Tyler Software is being implemented and is expected to go live in August or September. A detailed implementation schedule has been set by Tyler.

Manager Reeh reminded the Board Form 700 filing is due April 2, 2018

V. CLOSED SESSION

Closed Session

The Board entered into a closed session at 6:10 p.m and returned at 7:00 p.m.. The Board directed the General Manager to retain Stradling Attorneys at Law as District General Council.

Stradling
Attorneys at Law

VI. OTHER BUSINESS

No other business was presented.

Other Business

VII. ADJOURNMENT

There being no further business to come before the board the meeting was adjourned at 7:00 p.m. to February 26th, at 2:00 p.m., upon motion being offered by Director Knutson, seconded by Director Simpson and carried unanimously.

Adjourn to
February 26,
2017
@ 2:00 p.m.


W.D. Knutson, President


Don Broomell, Secretary / Treasurer