

Agenda

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

Friday, November 4, 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)

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 Adjourned Meeting of September 23, 2016 and the Special Meeting Minutes of September 23, 2016; October 3, 2016, October 14th, October 21, 2016 and November 1, 2016.
2. Approval of Accounts Paid and Payable for September 2016
3. Acceptance of Monthly Financial Reports – September Treasurers Report cash statement.

4. Proposed Resolution Authorizing Investment of Moneys in the Local Agency Investment Fund and Rescinding Resolution No. 1690-16

Background: This resolution removes retiring General Manager Johnson and adds Terry Yasutake, Secretary/Treasurer and Abigail Champaco, Accountant to the authorized persons to order deposit or withdrawal of monies to/from the Local Agency Investment Fund to/from the District's accounts

Recommendation: That the Board approve the resolution as presented.

5. Proposed Resolution Making California Environmental Quality Act (CEQA) Findings for the Rincon Ranch Pipeline Replacement Project and Ordering a Notice of Exemption Filed with the County Clerk, County of San Diego

Background: The proposed Resolution which makes CEQA findings for declaration of the Rincon Ranch Road Pipeline project as an exempt project.

Recommendation: Staff recommends approval to file the Notice of Exemption for the project with the County Clerk for posting per CEQA Guidelines.

6. Proposed Resolution Adopting a Cyber Security Awareness Training and Education Policy

Background: The proposed resolution adopts a policy that will define the District's Cyber Security Awareness Training and Education (CSATE) program.

Recommendation: That the board approve the resolution as presented.

7. Proposed Resolution Approving Agreement for Facilities Use and Administrative Services for the San Luis Rey Resource Conservation District (USLRRCD)

Background: The Upper San Luis Rey Resource Conservation District has requested the District consider a use of Facilities and Administrative Services agreement for their District. The RCS meets monthly on the second Thursday of each month.

Recommendation: That the Board approve the proposed resolution.

8. Proposed Resolution Setting Forth Water Connection Fees (Capacity Charges) for 2017 and Fixing Time and Place of Hearing and Giving Notice of Hearing

Background: In compliance with Ordinance 104-10 which provided that water connection fees (Capacity Charges) be reviewed annually and adjusted to conform to changes in the construction costs as determined by the Engineering News Record (ENR) construction cost index. This ENR-CCI-LA index increased 1.58% from August, 15 to August, 16. The capacity charges, a component of the cost for a new water meter installation, are collected and the revenue is allocated toward

construction of capital facilities, such as tanks, pump stations and pipelines needed to provide service to the new demand on the system. A public hearing is required under Government Code Section §66016 (a). The proposed resolution sets the time and date of the hearing at the December board meeting.

Recommendation: That the Board approve the proposed resolution.

9. Authorize the General Manager to Execute Sole Source Procurement Agreements for Financial Accounting Software and Preparation and Case Backhoe replacement of 580 Case Backhoe

Background: The General District FY 2017 approved capital budget which includes

- 1) upgrading the District's 36-year-old mainframe billing and finance software programs to a windows based Springbrook/Accela software and upgrade to the hardware.
- 2) Replacement of the 27-year-old case 580 Backhoe.

Recommendation: That the board authorize the General Manager to execute the purchase agreements as presented.

2:08-2:10 P.M. **II. SPECIAL REPORTS**

1. Joint Powers Fire Report

Captain Bishop will be present

Bishop

2:10-3:00 P.M. **III. ACTION/DISCUSSION**

1. Forebay Water System Improvements Report and possible Action.

Andrews

Background: In September Steven Andrews with Steven Andrews Engineering, Water Resources Engineering Consultants provided a technical report to the Board to address the short and long term solutions to the Forebay Capacity limitations. The Board requested Mr. Andrews submit an engineering proposal and project cost for Phase 1 providing for 20 cfs and phase II providing for delivery of 25 cfs of imported CWA treated water supply. Mr. Andrews will be present to discuss the proposal for the needed water system improvements.

Recommendation: That the Board give staff direction as to their desire to address the system limitations, approve the engineering proposal(s) and reallocate General District capital funds within the 2016-17 approved capital jobs for Forebay Phase 1 engineering services.

2. Consider Approval of Private Encroachment Permit No. 2016-3 for Fairfield Farms, LLC

Johnson

Background: The District has a 20' easement for the District's 20" main line through APN 130-160-05. Property owner has avocado trees planted in the

District's easement.

Recommendation: Staff recommends approval of the encroachment permit.

3. Update on Capacity Study Limitation and Meter Moratorium. Johnson

Background: The Board was presented with a capacity report in March, 2014. It was noted that the General District's Forebay Capacity was limited to approximately 16 cfs flow and that until the capacity issue at this station was addressed there needed to be a temporary moratorium on setting any new meters larger than 1-inch other than for domestic use only. The temporary meter moratorium was not issued past the master meter for the mutual water companies as they are further limited by their meter size and the limitations as outlined in their wholesale agreements. The Improvement District A also has sufficient capacity in their master meters and for the most part are fully planted for the paid special connections.

Recommendation: That the board continue with the meter moratorium in place in the General District until the phase 11 capacity limitations are addressed.

4. Report on IDA Well Geophysical Water Survey and Authorize Preparation of California Environmental Quality Act (CEQA) Documents & Plans & Specifications for well drilling IDA Well #51 & 52 Johnson

Background: The Improvement District A FY 2017 approved capital budget includes Local Groundwater Production Project – new well or well replacement.

Recommendation: The Board approve having engineering proceed with CEQA, plans and specification for the new well(s).

5. Proposed Resolution Authorizing Budget adjustment – Transfer from Salary & Wages to Professional Services (Recruitment Services) Johnson

Background: A budget adjustment is required in order to allocate funds to the Professional Services Category staff is proposing a budget adjustment from General & Administrative Salary & Wages to Professional Services in the amount of \$24,400.

Recommendation: That the board approve the budget adjustment transfer

6. Consider the Calendar for the 2017 Yuima Municipal Water District's Board Meetings Knutson

Background: The purpose of this item is to consider the board meeting dates for the 2017 calendar year. The proposed calendar takes into consideration various annual conferences as well as the San Diego County Water Authority meetings and the ACWA/JPIA meetings.

Recommendation: That the board approve or amend the attached calendar of dates.

7. Proposed Resolution Extending the Agreement for Use of Hegardt Reservoir and Nate Harrison Canyon Diversion Works for Development of Local Water Knutson

Background: The current agreement expired on October 31, 2016. The current property owner, Rosemary Humason wishes to renew the agreement for another 20-year term. Additional information will be presented at the meeting.

Recommendation: That the board give staff direction on the agreement Renewal.

8. IDA Well Drilling Committee Update Johnson

Background: President Knutson appointed a well committee consisting of Directors Simpson and Yasutake, General Manager Johnson and Operations Manager Groters. The committee has met twice. An update Will be presented at the meeting.

Recommendation: Information item

9. 2016-17 Water Rate Review

Background: A review of the water rate adjustments that were approve for July 1, 2016 and the Direct pass through of CWA rate adjustments for January 1, 2017 will be reviewed.

Recommendation: Information item.

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

1. **Board Reports/Meetings**

President/JPIA
San Diego County Water Authority/MWD
Other Meetings (SGMA/GSA)

Knutson
Watkins
Watkins

2. **Administrative**

General Information
Production/Consumption Report
Well Levels
District Water Purchased

Johnson

- | | |
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| 3. Capital Improvement Program | Johnson |
| 4. Operations | Groters |
| General Information
Rainfall Record
Groundwater Well Level History | |
| 5. Counsel | Scott |
| 6. Finance & Administrative Services | Reeh |
| General Information
Delinquent Accounts
12 Month Report (preliminary)
3 Month Budget Report
Audit Update
Cost of Service Study Update
Datastream/Accela software conversion Update | |

3:30-4:25 P.M. **V. OTHER BUSINESS**

CLOSED SESSION:

Conference with Legal Counsel Existing Litigation – Government Code Section §54956.9(d)(1) Hayes v. Yuima Municipal Water District San Diego County Case NO. 37-2016-00031584-CU-MC-CTL

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. The meeting begins at 2:00 p.m. The time listed for individual agenda items is an estimate only. 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.