

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
YUIMA MUNICIPAL WATER DISTRICT
February 22, 2016

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 February, 2016.

Regular Meeting
02/22/16

1. ROLL CALL – DETERMINATION OF QUORUM

President Knutson called the meeting to order at 2:00 p.m. A quorum was present.

Call to Order
2:00 pm

Directors Present:

Present: 4

W.D. “Bill” Knutson, President
Ron Watkins, Vice-President
Laney Villalobos, Director
Roland Simpson, Director

Quorum Present

Directors Absent:

Terry Yasutake, Secretary/Treasurer

Absent: 1

Others Present:

Others Present

Lori A. Johnson, General Manager
Todd Engstrand, Operations Manager
Jolyn Duff, Customer Service/Accounting Tech
Amy Reeh, Accountant
Chief Cristina Williamson, CalFire
Captain Silva, CalFire
Doug Anderson
Mike Fitzsimmons
Bobby Graziano
Roland Simpson
Jenafer Simpson
Daren House
Patsy Fritz
David Ross
Gilbert Caballero
Bill Winn
Karen Winn
Jim Cipriano

Julie Kimball
Mr. Schaeffer
Jim Beezhold

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

2. PLEDGE OF ALLEGIANCE

President Knutson led those present in the Pledge of Allegiance.

**Pledge of
Allegiance**

3. APPROVAL OF AGENDA

President Knutson asked that Item III.1 be moved to before the Consent Calendar

**Approval of
Agenda**

4. PUBLIC COMMENT

Patsy Fritz requested that Items 6, 7 and 8 be pulled from the consent calendar to be discussed separately. Roland Simpson asked that Item 4 be pulled as well. Patsy Fritz made a suggestion that staff provide a parallel graph in accounts payable showing the debt situation similar to the Cash statement. More specifically debt to pension funding. President Knutson requested that Staff prepare a comparable graph.

**Public
Comments:
Items pulled
from consent
for discussion
4,6,7 & 8**

5. OATH OF OFFICE

The Oath of Office was administered to newly elected Director Roland Simpson for Division 2. President Knutson appointed Director Simpson to serve on the Employee Recognition Committee to fill the open spot on that committee.

Oath of Office

President Knutson presented Mike Fitzsimmons with a Resolution plaque expressing appreciation for his outstanding public service to the people of Yuima Municipal Water District. His sentiments were echoed by many in the audience. He stated Mike contributed to many accomplishments of the District and is a recognized leader within the community on agriculture and water issues. The Yuima Municipal Water District Board will miss his wisdom and knowledge.

**Mike
Fitzsimmons
commendation**

I. CONSENT CALENDAR

Director Watkins moved to approve the (1) *Regular and Special Meeting*

Consent Calendar

Minutes of January 25, 2016; (2) approval of the Accounts Paid and Payables, (3) Treasures Report and Cash Statement for the month of January 31, 2016, and (5) Staff report of Yuima's Identity Theft Prevention Program of the Consent Calendar. The motion was seconded by Director Simpson and was approved by the following roll call vote, to wit:

- AYES: Villalobos, Simpson, Watkins, Knutson
- NOES: None
- ABSTAIN: None
- ABSENT: Yasutake

Director Simpson commented on the Proposed Resolution Amending the Records Retention and Disposal Policy. He questioned why the records retention of the paper document went from 20 years to 2 years for terminated employees. Manager Johnson stated that documents are scanned and saved digitally. There is no longer a need to keep certain paper documents for longer periods.

Patsy Fritz asked questions about the District's Fraud Policy. She asked if Yuima had security instructions in place when an employee resigns or retires to recover all of Yuima property from said employee. Manager Johnson stated that the District has a procedure in place and has implemented additional security measures.

Patsy Fritz also had questions about the 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. She inquired about the proposed budget and the one (1) acre of land at a cost of \$260,000. Manager Johnson explained that is a number that comes from the County of San Diego. The cost of the property will depend on where it is to be built in the area.

Director Simpson moved to approve Resolution No. 1650-16, Amending the Records Retention and Disposal Policy, Resolution No. 1651-16; Accepting the Identity Theft Prevention Program; Resolution No. 1652-16 Accepting the Annual Report on the District's Fraud Policy. The motion was seconded by Director Watkins and approved by the following roll call vote, to wit:

- AYES: Villalobos, Simpson, Watkins, Knutson
- NOES: None
- ABSTAIN: None
- ABSENT: Yasutake

**Res. #1650-16
Amending
Records
Retention
Policy**

**Res. # 1651-16
Identity Theft
Program**

**Res. #1652-16
Accepting the
Annual report
Fraud Policy**

Director Watkins made a motion to remove from consideration the Proposed Resolution Setting Forth the Time and Place for Hearing and Giving Notice of Hearing for Proposed Ordinance Fixing Compensation of Directors from the consent calendar. The motion was seconded by Director Villalobos and was approved by the following roll call vote, to wit:

- AYES: Villalobos, Simpson, Watkins, Knutson
- NOES: None
- ABSTAIN: None
- ABSENT: Yasutake

II. SPECIAL REPORTS

1. Joint Powers Fire Report

Chief Williamson introduced Captain Silva who is job sharing with Captain Johnson. She reported that his knowledge and expertise are a good fit for the station. An increase in vegetation fires has been noticed locally as of late. She reported the fire station currently is operating on the Amador Contract and might go to a transitional staff in April. Cal Fire may hire as many as thirty (30) additional fire fighters. A question from the audience was posed regarding who responds in medical emergency and what hospital will the person be taken to. Chief Williamson stated that the closest emergency services responder will likely be called and the person would be transported to the closest available and appropriate Emergency Room.

III. ACTION/DISCUSSION

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

Director Watkins moved approval of Resolution No. 1649-16 Expressing Appreciation to Mike Fitzsimmons for Outstanding Public Service to the People of Yuima Municipal Water District. The motion was seconded by Director Villalobos and was approved by the following roll call vote, to wit:

- AYES: Villalobos, Simpson, Watkins, Knutson
- NOES: None
- ABSTAIN: None
- ABSENT: Yasutake

Removed from consideration: Proposed resolution fixing Director Compensation

Cal Fire Report

Res.# 1649-16 Expressing Appreciation to Mike Fitzsimmons for his services on the Board

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)

Chief Williamson stated that the inmates are valuable assets to the citizens of California. Director Watkins moved approval of Resolution No. 1654-16 Authorizing Entry into a Memorandum of Understanding with Cal Fire for Participation in the Conservation Camp Program. The motion was seconded by Director Villalobos and carried unanimously, by the following roll call vote, to wit:

- AYES: Villalobos, Simpson, Watkins, Knutson
- NOES: None
- ABSTAIN: None
- ABSENT: Yasutake

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

Manager Johnson explained that Government Code §65589.7(b) requires public agencies providing water or sewer services to adopt written policies and procedures not later than July 1, 2006 and at least every five years thereafter containing standards for the provision of water and sewer service to proposed developments that include housing units affordable to lower income households and the even though there are no new developments in the planning stage at this time, the District is still required to address this every 5 years. Director Watkins moved to approve Resolution No. 1655-16 Governing Water and Sewer Service to Affordable Housing units for Lower Income Households. The motion was seconded by Director Simpson and was approved by the following roll call vote, to wit:

- AYES: Simpson, Watkins, Knutson
- NOES: Villalobos
- ABSTAIN: None
- ABSENT: Yasutake

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

Director Watkins moved to approve Resolution No. 1656-16 Authorizing

**Res. #1654-16
MOU with
CalFire
Conservation
Camp Program**

**Res. #1655-16
Governing
Water Service
to Affordable
Housing Units
for Lower
Income
Households**

**Res. #1656-16
Authorizing
Bank Account**

Checking, Savings and Investment Accounts with Various Banking Institutions and Rescinding Resolution 1600-15. The motion was seconded by Director Villalobos and was approved by the following roll call vote, to wit:

- AYES: Villalobos, Simpson, Watkins, Knutson
- NOES: None
- ABSTAIN: None
- ABSENT: Yasutake

IV. INFORMATION/REPORTS

IV-1. Board Reports/Meetings

President Knutson reported that there will be no increase in the JPIA’s property insurance this year. He stated this is a direct result of JPIA and staff’s aggressive safety training programs which has been successful in lowering losses.

JPIA Report

Director Watkins reported the Water Authority has approved a contract of \$2 million to replace and install electric actuators on all their isolation valves. Most of the actuators are 20 years old and need to be replaced due to service age. Director Watkins also reported CWA has adopted a long range financing plan and predicts that water rates will be between \$1600 - \$2000/acft in the next 5-6 years. Currently, the Water Authority is focusing on energy projects, which includes creation of a Hydro and Energy Sub Committee that is considering floating solar panels on Olivenhain Reservoir and a pump /hydro facility at Vicente Reservoir. With SDG&E rates rising, it is believed this Sub Committee will become a standing Committee soon.

CWA Report

IV-2. Administrative Report

Manager Johnson called the Board’s attention to the written report in the packet. Manager Johnson highlighted the SGMA meeting next Thursday and Director Watkins noted that the GSA is taking a considerable amount of Manager Johnson’s time. Director Watkins would like Manager Johnson to find out from counsel if Mutual Water Companies can participate in a GSA.

Administrative Report

signers

IV-3. Capital Improvement Program

Manager Johnson called the Board’s attention to the Capital Improvement Program. Operations Manager Engstrand reported that Well 20A is approximately 90 percent complete. It was estimated at the time by the driller that the well will pump 130 gpm which is about the same as the old Well 20. The Well is 225 feet deep with the current static water level at 125 feet.

Capital Improvements

IV-4. Operations Report

Operations Manager Engstrand gave the Board an update on the Perricone Tank recoating project. The coal tar was over 1 inch thick on the floor of the tank which helped provide excellent corrosion protection to the steel floor plate. Many areas of the roof rafters are in good condition but it is recommended that the damaged areas be repaired prior to coating application.

Operations & Engineering Report

On January 1, State regulations changed reporting Nitrate levels from NO3 with a Maximum Contaminate Level (MCL) of 45 mg/L to N with a MCL of 10 mg/L. This is the reason for the different numbers stated in the report. The final plans and special provisions for the East Lateral Waterline Relocation at the Hwy 76 Round-a-bout have been submitted to Caltrans who will be taking over the plan sheets at this point. The District is waiting for the Caltrans Utility Agreement in order to be reimbursed for CADD Technician consultant costs.

IV-5. Counsel’s Report.

Counsel Scott was not present.

Counsel’s Report

IV-6. Finance Report

Manager Johnson reviewed the delinquent accounts listing and stated that one account was locked off for non-payment. She noted that there is an establishment of credit deposit on the books for this account.

Finance Reports Delinquent Accounts

V. OTHER BUSINESS

The Board entered closed session at 4:14 pm and came out at 5:14 pm.

Operations

Operations Manager Engstrand announced his resignation from the District as he has accepted a position at HDR Engineering. The Board authorized General Manager Johnson to advertise for the positions of Operations Manager and Finance and Administration Services Manager immediately.

Manager
Engstrand
Resignation

VI. ADJOURNMENT

There being no further business to come before the board, President Knutson declared the meeting adjourned at 5:40 p.m. The next regular meeting of the Board will be held on Monday, March 28, 2016 at 2:00 p.m.

Adjourn @ 5:40
p.m.

Terry Yasutake, Secretary

ATTEST:

W.D. "Bill" Knutson, President