



AGENDA

EXECUTIVE COMMITTEE MEETING Santa Fe Irrigation District

Wednesday, February 12, 2020
2:00 p.m.

Held at Santa Fe Irrigation District
5920 Linea del Cielo, Rancho Santa Fe, California 92067

CALL MEETING TO ORDER

ORAL COMMUNICATIONS

Opportunity for members of the public to address the Committee (Government Code Section 54954.3) Individuals may address the Committee regarding items not appearing on the posted agenda, which are within the subject matter jurisdiction of the Committee, at any time. Comments and inquiries pertaining to items listed on the agenda will be received during the deliberation of the agenda item. Speakers are asked to state their name, address, and topic, and to observe a time limit of three (3) minutes each. Members of the public desiring to address the Committee are asked to complete a speaker's card, available at the table near the entrance and present it to the Board Secretary prior to the start of the meeting.

ACTION AND DISCUSSION ITEMS

1. Minutes from the November 13, 2019 Executive Committee Meeting (pages 3-4)
2. Review and Discuss Activities Related to the District Strategic Business Plan Update (page 5)
3. Annual Review of Director Compensation (pages 6-7)
4. Review of Draft February 20, 2020 Board of Directors Regular Meeting Agenda (pages - 8-10)
5. Review of Future Agenda Items (page 11)

REPORTS

6. General Manager's Report (verbal)
7. Committee Members' Comments (verbal)

INFORMATION ITEMS –None

ADJOURN - Next Scheduled Executive Committee meeting: Wednesday, March 11, 2020 @ 2:00 p.m.

Assistance for the disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call the Board Secretary at (858) 756-2424 for assistance at least three (3) working days prior to the meeting so the necessary arrangements can be made.

**MINUTES
EXECUTIVE COMMITTEE MEETING
Santa Fe Irrigation District**

November 13, 2019
Santa Fe Irrigation District
5920 Linea del Cielo, Rancho Santa Fe, CA

CALL MEETING TO ORDER:

President Hogan called the meeting to order at 9:30 a.m.

PRESENT: President Hogan, Vice President Dunford, General Manager Lau, and Public Communications Officer Mary Montgomery were present.

ORAL COMMUNICATIONS - None

ACTION AND DISCUSSION ITEMS:

ITEM TAKEN OUT OF ORDER

5. General Manager's Report

GM Lau introduced Public Communications Officer, Mary Montgomery, who shared the working draft of a presentation to be given as part of public outreach for the cost of service process and development of rate structures.

1. MINUTES FROM THE OCTOBER 9, 2019 EXECUTIVE COMMITTEE MEETING

The Committee approved the minutes as presented.

2. REVIEW AND DISCUSS ACTIVITIES RELATED TO THE DISTRICT STRATEGIC BUSINESS PLAN UPDATE

GM Lau presented the item and responded to questions from the Committee. He noted that the process begins with meetings with executive staff and interviews conducted with Directors individually. The scope of work also includes meetings with all staff members and community stakeholders for input valuable to developing the Plan. After discussion, the Committee directed staff to move the item forward for full Board consideration at their regular November meeting.

3. REVIEW OF DRAFT NOVEMBER 21, 2019 BOARD OF DIRECTORS REGULAR MEETING AGENDA

The Committee reviewed the draft agenda and made no revisions.

4. REVIEW OF FUTURE AGENDA ITEMS

The Committee reviewed the list of future agenda items and made no revisions.

REPORTS

5. GENERAL MANAGER'S REPORT

Item taken out of order. Please see minutes on Page 1.

6. COMMITTEE MEMBERS' COMMENTS - No comments

INFORMATION ITEMS –NONE

CLOSED SESSION - NONE

ADJOURN

President Hogan adjourned the meeting at 11:05 a.m.

Michael T. Hogan, President

DATE: February 12, 2020
TO: Executive Committee
FROM: General Manager
SUBJECT: Review and Discuss Activities Related to the District Strategic Business Plan Update

RECOMMENDATION:

Staff recommends that the Executive Committee:

1. Review the proposed activities and timeline for the District Strategic Plan update; and
2. Consider proposed dates for workshops; and
3. Discuss and take other actions as needed.

DISCUSSION:

As previously reported to the Committee, Staff has contracted with the Tamayo Group to assist with the development of the next Plan. Michele Tamayo, President of the Tamayo Group, has worked with the District in the past to develop a District Strategic Plan in 2008.

One of the initial tasks, conducting one-on-one interviews with each Director to solicit input for the new Plan, was completed on January 29, 2020. To ensure organizational alignment, sessions have been scheduled with all employees on February 12, 2020.

Working with the Board, an initial Board workshop has been scheduled for Wednesday, March 25, 2020. Selecting this date provided the opportunity for all five Directors to attend and was vital as the Board has previously indicated the significance of each Director's participation in the discussions, paving the District's future path. In consultation with this Committee and the Consultant, a meeting room at Lomas Santa Fe Country Club has been reserved for the March 25th workshop. Further, Staff will canvass the Board for their availability for April/May, 2020 to tentatively schedule another workshop. Staff anticipates Board adoption of the new plan by the end of the current fiscal year.

FISCAL IMPACT:

There is no fiscal impact resulting from the discussion of this item.

Prepared by: Kim Johnson, Executive Assistant
Approved by: Albert C. Lau, P. E., General Manager

DATE: February 12, 2019
TO: Executive Committee
FROM: General Manager
SUBJECT: Annual Review of Director Compensation

RECOMMENDATION:

It is the Staff recommendation that the Executive Committee:

1. Review and discuss Board member compensation; and
2. Take other action as appropriate.

DISCUSSION:

The District's Administrative Code calls for the Board of Directors to annually review the level of per diem compensation for Board members in conjunction with the budget development process. Currently, Directors receive compensation in the amount of \$150 per day for each day's attendance at meetings of the Board or its committees. Directors also receive compensation in the amount of \$150 per day for each day's service rendered as a Director, such as attendance at authorized meetings, conferences, and activities. Directors may only receive compensation for a maximum of ten days per month. This compensation level was reduced from \$200 per meeting by Board Resolution No. 14-04 in March 2014.

If the Board wishes to consider any modifications to the per diem compensation level, it will be necessary to schedule and notice a Public Hearing for that same date to receive public comment on this matter. Adoption of a Resolution of the Board of Directors following this required public hearing is necessary to modify Board member compensation.

This item has been agendaized for this Committee's review and discussion, prior to being presented for full Board consideration.

BACKGROUND:

Water Code Sections 20200 through 20207 allows Irrigation Districts to establish compensation received by Directors for sitting on the Board or acting under its orders. An increase or decrease in Director compensation requires the scheduling and noticing of a Public Hearing to consider such action. The Water Code provides for a maximum increase of 5% per calendar year following the operative date of the last adjustment. Pursuant to Water Code Section 20204, a resolution establishing Director compensation would become effective sixty days from the date of its adoption.

Government Code Section 53208 et seq. authorizes any city, county, city and county, special district, school district or any other political subdivision of the State to provide health and welfare benefits to members of the governing boards of those entities. These Government Code sections also prohibit any provided health and welfare benefits from being greater than the health and welfare benefits received by non-safety employees of that public agency. All Board members are eligible to receive healthcare coverage offered to regular employees, for the Director only in an amount equal to the lowest cost plan offered by the District, established by Board Resolution No. 15-09 in April, 2015.

FISCAL IMPACT:

There is no direct fiscal impact associated with the annual review of Board member compensation. In FY19, total annual expenditures for Board member per diem compensation, health benefits and miscellaneous expenses were \$17,595, down from \$18,955 in FY18, and from \$20,371 in FY17.

Prepared by: Kim Johnson, Executive Assistant
Approved by: Albert C. Lau, P. E., General Manager



**SANTA FE IRRIGATION DISTRICT
BOARD OF DIRECTORS MEETING**

Santa Fe Irrigation District
5920 Linea del Cielo, Rancho Santa Fe, California 92067

**THURSDAY, FEBRUARY 20, 2020
8:30 a.m.**

ROLL CALL – CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE – Vice President Dunford

ITEMS TO BE ADDED TO THE AGENDA

(Government Code Section 54954.2)

ORAL COMMUNICATIONS

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PRESENTATIONS AND AWARDS

1. San Diego County Water Authority Presentation – Governor's Draft Water Resiliency Program – Kelley Gage, Director of Water Resources

ACTION AGENDA

The following items on the Action Agenda call for discussion and action by the Board of Directors. All items are placed on the Agenda so that the Board may discuss and take action on the item if the Board is so inclined.

CONSENT ITEMS

The following listed items on the consent calendar are routine matters and there will be no discussion unless the Board of Directors removes an item. Items removed by the Board or public will be heard following approval of the remaining items on the Consent Calendar.

2. Approval of Minutes - January 16, 2020 Regular Board Meeting (pages 131-136)
3. Receive and File Monthly Finance Reports (pages 6-14)
 - a. Budget Performance
 - b. Disbursements
 - c. Monthly Investment Transaction Report
4. Annual Review of Director Compensation

ACTION AND DISCUSSION ITEMS

5. FY20 Mid-Year Budget Review
6. 2020 Urban Water Management Plan Update
7. Lake Hodges Operational Plan Status Update

DIRECTORS' COMMENTS

Director's comments are comments by Directors concerning District business, which may be of interest to the Board. They are placed on the Agenda to enable the individual Board members to convey information to the Board and the public. No action is to be taken on comments made by the Board members.

8. Directors' Comments (verbal)
9. Directors' Reports on Conferences, Activities, and Events (verbal reports)

REPORTS

The following reports are placed on the Agenda to provide information to the Board and the public. There is no action called for on these items. The Board may engage in discussion of any report upon which specific subject matter is identified in the Agenda, but may not take any action other than to place the matter on a future Agenda.

10. Operations Reports (pages 127-130)
 - a. R.E. Badger Filtration Plant Report
 - b. Water Resources Report
11. San Diego County Water Authority Board Meeting Report –President Hogan
12. Committee Reports
13. General Manager's Report (verbal)
 - Water Supply Update
14. General Counsel's Comments (verbal)

INFORMATION ITEMS – None

CLOSED SESSION

At any time during the Regular Session, the Board may adjourn to Closed Session to consider litigation, or discuss with Legal Counsel matters within the Attorney/Client Privilege, subject to the appropriate disclosures. Discussion of litigation is within the Attorney/Client Privilege and may be held in Closed Session. (Pursuant to Government Code Section 54956.9)

15. Conference with Legal Counsel- Existing Litigation
Pursuant to Government Code Section 54956.9 (d)(1)
Rancho Santa Fe Association v Santa Fe Irrigation District
Case No. 37-2018-00064214-CU-MC-NC

16. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Section 54956.9 (d)(1)
Rancho Del Lago Homeowners’ Association v Santa Fe Irrigation District, San
Dieguito Water District, County of San Diego, San Diego County Flood Control
District
Case No. 37-2019-00047074-CU-OR-NC

ADJOURNMENT

Any writings or documents provided to a majority of the Board of Directors for any item on this agenda will be made available for public inspection in the District Office located at 5920 Linea del Cielo, Rancho Santa Fe, CA during normal business hours.

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DRAFT

Preliminary 2020 Regular and Special Meeting Agenda Items List

March 19, 2020

- Employee Recognition – Marissa Potter, 5 years
- City of San Diego Presentation – Oxygenation Project, Jeff Pasek
- Actions related to the Construction of the Mechanical Dewatering Project
- Authorize General Manager to Execute Purchase Contract for Maintenance Vehicle
- Authorize General Manager to Execute Contract for Roof Replacement on Modular Buildings
- Presentation – Lessons Learned from SDGE Outages, Tim Bailey

March 25, 2020 – Strategic Business Plan Workshop

April 16, 2020

- Employee Recognition – James Scott, 5 years; Tim Bailey, 20 years
- Review Draft of FY21 Budget (A&F)
- Quarterly Treasurer’s Report
- Quarterly Board Expenses Report
- Receive and File Actuarial Evaluation (AFC)

May 21, 2020

- Recognition of Water Awareness Poster Contest Winners
- Review Final Draft of FY21 District Budget
- Waive Full Reading and Adopt Resolution Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act

June 18, 2020

- Adopt FY 2021 Budget
- Adopt CEQA Guidelines
- Traffic Control Services Contract

July 16, 2020

- Quarterly Treasurer’s Report
- Distribution of Fiscal Year 2021 District Budget
- Establish FY 2021 Appropriations Limit
- Receive and File Annual Report of Reimbursements and Compensation Paid to Directors and Other Expenses
- Set Fixed Charge Special Assessment
- Annual Review of Records Retention Schedule

August 20, 2020

Admin Code Revisions – Entire Code Overhaul