AGENDA

EXECUTIVE COMMITTEE MEETING
Santa Fe Irrigation District

Wednesday, March 11, 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 February 12, 2020 Executive Committee Meeting (pages 3-4)
2. Review of Draft Strategic Business Planning Workshop Outline (pages 5-6)
3. Review and Discuss Schedule and Process for General Manager Performance Evaluation (pages 7-18)
4. Consider Amendments to the District Administrative Code Article 4, Organization, and Article 5, Director Policies (page 19)
5. Review of Draft March 19, 2020 Board of Directors Regular Meeting Agenda (pages 20-23)
6. Review of Future Agenda Items (page 24)

REPORTS

7. General Manager’s Report (verbal)
8. Committee Members’ Comments (verbal)

INFORMATION ITEMS – None
ADJOURN -  Next Scheduled Executive Committee meeting: Wednesday, April 8, 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.
CALL MEETING TO ORDER:

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

PRESENT: President Hogan, Vice President Dunford, and General Manager Lau were present.

ORAL COMMUNICATIONS - None

ACTION AND DISCUSSION ITEMS:

1. MINUTES FROM THE NOVEMBER 13, 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. The Committee discussed the proposed venue, the format, potential discussion topics, and the development of District organizational values. The Committee directed staff to work together to develop Organizational values. The draft workshop agenda will be discussed at the March Executive Committee meeting.

3. ANNUAL REVIEW OF DIRECTOR COMPENSATION

The Committee reviewed and discussed the item, recommended no changes to compensation, and directed staff to move the item forward for full Board consideration at their regular February meeting as a Consent item.

4. REVIEW OF DRAFT FEBRUARY 20, 2020 BOARD OF DIRECTORS REGULAR MEETING AGENDA

GM Lau distributed a revised agenda which added two items. A quitclaim which was considered by the Water Resources Committee, and a proposed District Leak Credit which was reviewed by the Administrative and Finance Committee were added to the agenda.

5. REVIEW OF FUTURE AGENDA ITEMS

The Committee reviewed the list and made no revisions.
REPORTS

6. GENERAL MANAGER’S REPORT

GM Lau reported that the work performed to date by the Consultant on the Strategic Business Plan update has been very informative and he is looking forward to the Board workshop in March.

7. COMMITTEE MEMBERS’ COMMENTS

Vice President Dunford reported the recent MWD sponsored tour in which he participated visiting the Colorado River area was a great experience.

INFORMATION ITEMS –NONE

CLOSED SESSION - NONE

ADJOURN

President Hogan adjourned the meeting at 3:35 p.m.

___________________________
Michael T. Hogan, President
DATE: March 11, 2020

TO: Executive Committee

FROM: General Manager

SUBJECT: Review of Draft Strategic Business Planning Workshop Outline

RECOMMENDATION:

It is the staff recommendation that the Executive Committee:

1. Review and discuss the attached draft outline for the March 25, 2020 Planning Workshop; and
2. Discuss and take action as appropriate.

DISCUSSION:

Attached for your review and consideration is the proposed workshop outline for the March 25, 2020 Strategic Planning Workshop meeting (Attachment A).

Based upon the review of input from Board and staff interviews, the following draft strategic focus areas are proposed for further discussion at the workshop:

- Fiscal Responsibility & Sustainability
- Upgraded & Well-Maintained Infrastructure and Facilities
- Water Supply & Reliability
- Organizational & Workforce Development
- Community Outreach & Education
- Regulatory Compliance (Water Use Efficiency & Drinking Water Standards)

Following the Committee’s review and discussion, staff will incorporate input and direction from the Executive Committee into the final outline for the upcoming Workshop.

FISCAL IMPACT:

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

Attachment A: Draft March 25, 2020 Planning Workshop Outline

Prepared by: Kim Johnson, Executive Assistant
Approved by: Albert C. Lau, P. E., General Manager
Santa Fe Irrigation District
Strategic Planning 2020 Workshop
March 25, 2020

WORKSHOP OUTLINE

8:30 AM Welcome/Purpose (Board President, GM)
Public Comment
Consultant Review of Workshop Outline

I. Guidelines for A Successful Session

II. Board & Staff Interview Summary/Discussion

III. Clarify Where We Are Today:
    Organizational Overview & Factors Affecting SFID

10:15 AM <RECESS>

10:30 AM IV. Review & Finalize Strategic Focus Areas &
    Brainstorm Ideas & Future Endeavors

    1. Fiscal Responsibility & Sustainability
    2. Upgraded & Well-Maintained Infrastructure and Facilities
    3. Water Supply & Reliability
    4. Organizational & Workforce Development
    5. Community Outreach & Education
    6. Regulatory Compliance (Water Use Efficiency & Drinking Water Standards

V. Working Together To Bring Our Plans to Life

VI. Wrap Up & Next Steps

12:30 PM Adjourn
DATE: March 11, 2020
TO: Executive Committee
FROM: General Manager
SUBJECT: Review and Discuss Schedule and Process for General Manager Performance Evaluation

RECOMMENDATION:

It is the Staff recommendation that the Executive Committee:

1. Review and discuss the schedule and process for the General Manager performance evaluation; and

2. Take action as appropriate.

DISCUSSION:

The General Manager began work at the District in March, 2019. In accordance with the terms of the employment agreement, 6. Annual Performance Review, the first review is set for on or before June 30, 2020. The criteria is to be developed jointly between the General Manager and the Board. This item is agendized for this Committee to begin discussions of the schedule and process to meet this June 30th deadline.

The Committee may also review the prior evaluation forms utilized, copies of regional agencies’ GM evaluation forms, and determine if a revised form is desired.

FISCAL IMPACT:

There is no fiscal impact associated with the review of this agenda item.

Attachment A: Current GM Evaluation Form
Attachment B: GM Evaluations Form (Helix WD)
Attachment C: GM Evaluation Form (Padre Dam MWD)

Prepared by: Albert C. Lau, P. E., General Manager
### SANTA FE IRRIGATION DISTRICT

The Mission of the Santa Fe Irrigation District is to efficiently provide its customers with safe and reliable water.

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### Performance Management Plan/Evaluation/Self Review

**GENERAL MANAGER**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Rating Period:</th>
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### Part A. Performance Plan Discussion Meeting

At the beginning of the rating period, the Board and General Manager (Manager) will review the performance plan and expectations, including the Rating Scale, Managerial Competencies and Behaviors, Development Plan, Annual Work Plan and Goals, Development Plan, and the Employee’s Self Review. Signatures below acknowledge that this Plan has been discussed; that it establishes the basis for evaluating the Manager’s performance, and that a copy has been provided to the Manager.

- General Manager’s Signature: 
- President’s Signature:

### Part B. Performance Rating Scale Definitions

<table>
<thead>
<tr>
<th>Rating</th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td><strong>Unacceptable</strong></td>
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<tr>
<td></td>
<td>- Performance consistently exhibits major deficiencies;</td>
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<td>- Performance fails to meet needs or expectations;</td>
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<td>- Performance shows a lack of understanding of SFID’s mission, goals, and values.</td>
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<tr>
<th>Rating</th>
<th>Description</th>
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<tr>
<td>2</td>
<td><strong>Needs Improvement</strong></td>
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<tr>
<td></td>
<td>- Performance is less than acceptable;</td>
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<td></td>
<td>- Exhibits certain weaknesses and requires improvement to bring performance up to satisfactory;</td>
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<th>Rating</th>
<th>Description</th>
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<tr>
<td>3</td>
<td><strong>Successfully Meets Expectations/Satisfactory</strong></td>
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<td></td>
<td>- Consistently performs in a manner that is thorough, accurate, and timely;</td>
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<td></td>
<td>- Meets or occasionally exceeds expectations;</td>
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<td></td>
<td>- Is reliable and cooperative;</td>
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<td>- Shows support for SFID’s mission, goals, and values.</td>
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<tr>
<th>Rating</th>
<th>Description</th>
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<tbody>
<tr>
<td>4</td>
<td><strong>Exceeds Expectations</strong></td>
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<tr>
<td></td>
<td>- Regularly exceeds performance expectations;</td>
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<td></td>
<td>- Performance and behavior reflect high level of cooperation and accomplishment;</td>
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<td></td>
<td>- Supports and furthers SFID’s mission, goals, and values.</td>
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<tr>
<th>Rating</th>
<th>Description</th>
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<tbody>
<tr>
<td>5</td>
<td><strong>Outstanding/Exceptional</strong></td>
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<tr>
<td></td>
<td>- Performance in this area is consistently characterized by exceptionally high quality and excellence;</td>
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<tr>
<td></td>
<td>- Performance and behavior reflect highest level of cooperation and accomplishment;</td>
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<tr>
<td></td>
<td>- Promotes and furthers SFID’s mission, goals, and values.</td>
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**WRITTEN COMMENTS STRONGLY ENCOURAGED FOR ANY RATING ABOVE OR BELOW A RATING OF:**

**3 – SUCCESSFULLY MEETS EXPECTATIONS/SATISFACTORY**
### Part C. Board and Manager Certifications

My signature below certifies that the Board has reviewed this Performance Review/Evaluation with me and that I have been provided a copy of the Performance Review.

<table>
<thead>
<tr>
<th>General Manager’s Signature:</th>
<th>Date:</th>
</tr>
</thead>
</table>

My signature below certifies that this Performance Review/Evaluation constitutes the Board’s evaluation of the Manager’s performance for this period.

<table>
<thead>
<tr>
<th>President’s Signature:</th>
<th>Date:</th>
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</table>
## Part D. MANAGERIAL COMPETENCIES AND BEHAVIORS

### 1. Board Relations and Communications

- Keeps the Board well informed in a timely manner on key issues and projects
- Presents relevant, comprehensive information and material sufficient for effective discussion/decision-making
- Accepts direction in a positive manner and eagerly implements decisions
- Makes effort to be accessible and provides consistent/equal treatment
- Maintains effective communications with the Board

Optional Comments:

Rating: ________ (1-5)

### 2. Leadership

- Creates and communicates a compelling vision and purpose
- Sets challenging goals for self and others; has high performance standards
- Inspires, motivates, mobilizes others to fulfill SFID’s mission and goals
- Establishes a culture of integrity and ethical behavior
- Creates strategic partnerships and collaborations that benefit SFID and community

Optional Comments:

Rating: ________ (1-5)
### 3. Operational Management and Business Acumen

- Aligns and focuses work with Strategic Plan and priorities
- Displays awareness of and attention to conditions and situations that may put SFID at risk and implements risk management strategies
- Appropriately consults with legal counsel and/or other outside advisors
- Understands the business implications of decisions
- Displays common sense and good judgment in business transactions
- Ensures resources, materials, and equipment are used prudently and efficiently
- Ensures employee safety and workplace security

Optional Comments:

Rating: ________ (1-5)

### 4. Financial Management

- Ensures appropriate financial policies and practices are in place and monitors
- Prepares a balanced budget aligned with SFID’s strategic priorities
- Administers the budget efficiently within spending limits set by the Board
- Delivers comprehensive financial reports to the Board regularly
- Adequately plans for long-term maintenance/replacement of facilities
- Identifies revenue enhancements
- Develops and implements cost-saving measures and improves productivity
- Oversees accounting, investments, debt/financial transactions, and audits

Optional Comments:

Rating: ________ (1-5)
5. **Customer, Community, and Public Relations**

- Displays a professional demeanor and ensures public confidence in management
- Represents SFID well to customers, civic groups, businesses, media, and the public
- Promotes and engages in community involvement
- Develops cooperative relationships with governmental agencies and peer organizations
- Responds to customer/citizen questions effectively and resolves complaints timely
- Enhances customer and community education regarding agency business

Optional Comments:

Rating: ________ (1-5)

6. **Knowledge and Expertise in Water Industry and Operations**

- Possesses a strong understanding of SFID’s day-to-day operations
- Maintains up-to-date technical knowledge of the water industry
- Monitors regional, state, and federal water issues that impact SFID
- Stays abreast of water policy developments
- Ensures that SFID is well prepared for emergency situations and has proper response plans for security threats

Optional Comments:

Rating: ________ (1-5)
7. **Work Plan Goals** (See Attachments)

- Ensures the advancement of the District Strategic Business Plan
- Accomplishes priority objectives identified in the Strategic Business Plan
- Completes priority objectives and/or initiatives within planned timelines
- Provides Board of Directors with appropriate level of information regarding key initiatives and status of same

Optional Comments:

Rating: ________ (1-5)

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**PART E. OVERALL PERFORMANCE FOR THIS RATING PERIOD**

Rating: ________ (1-5)

Optional Comments:
<table>
<thead>
<tr>
<th>Board Member’s Name:</th>
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| Rating Period: | February 1, 2019 to February 1, 2020 | Current Date: |

**PERFORMANCE RATINGS** (Please use the following scale to identify performance within each category)

- 5—Outstanding
- 4—Exceeds Expectations
- 3—Meets Expectations
- 2—Meets Most Expectations
- 1—Needs Improvement
- 0—Unsatisfactory
- U—Unobserved

**SECTION A – SPECIFIC EVALUATIONS**

<table>
<thead>
<tr>
<th>PERFORMANCE FACTOR RATED</th>
<th>RATING</th>
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<tbody>
<tr>
<td><strong>BOARD RELATIONS.</strong> Fair and equitable in dealings with the board; responsive to requests from board members for information; provides the board with relevant information, recommendations and viable options prior to decision-making.</td>
<td></td>
</tr>
<tr>
<td><strong>COMMUNICATION.</strong> Uses diplomacy and tact; treats everyone with respect; relates well to all constituencies including board members, staff and colleagues; transmits ideas, recommendations, and technical information so that they are clearly understood both orally and in writing; makes effective presentations; articulately explains complex ideas and concepts.</td>
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<tr>
<td><strong>CUSTOMER SERVICE.</strong> Responds in a timely manner to requests and complaints; serves Helix’ customers with impartiality and fairness at all times; maintains effective relationships with other agencies; encourages and holds district employees accountable for high standards of customer service.</td>
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<tr>
<td><strong>FISCAL RESPONSIBILITY.</strong> Demonstrates innovative and efficient approaches to managing the organization’s resources; presents a clear and comprehensive budget proposal; manages in a fiscally sound manner; uses available resources effectively and efficiently.</td>
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<td><strong>INTEGRITY.</strong> Demonstrates honest and ethical behavior in performing duties and responsibilities; assumes responsibility for own actions; earns trust by treating customers and coworkers equitably and fairly; maintains confidentiality; maintains impartiality and fairness in dealing with board members, staff and member agencies.</td>
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<td><strong>LEADERSHIP.</strong> Articulates and implements the district’s vision and ensures consistent application across the organization; visionary - demonstrates a broad and far reaching perspective; sees and communicates the big picture; takes the lead on change efforts; establishes himself within the community in a position of respect and has the confidence of key stakeholders and peers; displays tenacity in dealing with difficult challenges and issues.</td>
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<td><strong>PLANNING &amp; ORGANIZING.</strong> Anticipates future needs and effectively plans and organizes work to achieve goals; develops short and long-range organizational strategies to assure timely completion of objectives; establishes priorities and manages multiple tasks effectively; consistently meets deadlines; maintains a high level of productivity.</td>
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<tr>
<td><strong>PROBLEM SOLVING/JUDGMENT.</strong> Sees big picture; identifies and evaluates pertinent issues in all their complexity; arrives at sound, timely decisions after balanced consideration of facts and alternatives; knows when to take independent action and when to seek further board direction; understands consequences of actions; uses good judgment; reads a situation accurately and acts appropriately.</td>
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### SECTION B – OVERALL EVALUATION

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<tr>
<th>Unsatisfactory</th>
<th>Needs Improvement</th>
<th>Meets Most Expectations</th>
<th>Meets Expectations</th>
<th>Exceeds Expectations</th>
<th>Outstanding</th>
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**Why did you assign this rating?**

**To assist the General Manager in becoming even more effective, where do you see opportunity for improvement in the upcoming year?**

**What do you see as the key objectives for the General Manager for the upcoming year?**

**Other comments or remarks that you deem pertinent?**

Signature: ___________________________ Dated: ___________________________
# GENERAL MANAGER

## 2020 PERFORMANCE EVALUATION

### BOARD MEMBER’S NAME:

<table>
<thead>
<tr>
<th>RATING PERIOD:</th>
<th>CURRENT DATE:</th>
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<td>2019-2020</td>
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### PERFORMANCE RATINGS (PLEASE USE THE FOLLOWING SCALE TO IDENTIFY PERFORMANCE WITHIN EACH CATEGORY)

5—OUTSTANDING 4—EXCEEDS EXPECTATIONS 3—MEETS EXPECTATIONS 2—MEETS MOST EXPECTATIONS 1—NEEDS IMPROVEMENT 0—UNSATISFACTORY

U—UNOBSERVED

### SECTION A – SPECIFIC EVALUATIONS

<table>
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<tr>
<td>Comments:</td>
<td></td>
</tr>
<tr>
<td>CUSTOMER SERVICE. Responds in a timely manner to requests and complaints; serves Padre Dam’s customers with impartiality and fairness at all times; maintains effective relationships with other agencies; encourages and holds District employees accountable for high standards of customer service.</td>
<td></td>
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<tr>
<td>Comments:</td>
<td></td>
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Comments:

**PLANNING and ORGANIZING.** Anticipates future needs and effectively plans and organizes work to achieve goals; develops short and long-range organizational strategies to assure timely completion of objectives; establishes priorities and manages multiple tasks effectively; consistently meets deadlines; maintains a high level of productivity.

Comments:

**PROBLEM SOLVING/JUDGMENT.** Sees big picture; identifies and evaluates pertinent issues in all their complexity; arrives at sound, timely decisions after balanced consideration of facts and alternatives; knows when to take independent action and when to seek further board direction; understands consequences of actions; uses good judgment; reads a situation accurately and acts appropriately.

Comments:

The General Manager demonstrates the following on a consistent basis:

<table>
<thead>
<tr>
<th>Honest Ethical Behavior</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>Takes Responsibility for actions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Earns Trust by treating customers equitably and fairly</td>
<td></td>
<td></td>
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<tr>
<td>Earns Trust by treating staff equitably and fairly</td>
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<td></td>
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<tr>
<td>Earns Trust by treating the Board equitably and fairly</td>
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<td></td>
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<tr>
<td>Maintains Confidentiality</td>
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<tr>
<td>Maintains impartiality and fairness</td>
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Comments:
## SECTION B – OVERALL EVALUATION

<table>
<thead>
<tr>
<th>Unsatisfactory</th>
<th>Needs Improvement</th>
<th>Meets Most Expectations</th>
<th>Meets Expectations</th>
<th>Exceeds Expectations</th>
<th>Outstanding</th>
</tr>
</thead>
</table>

**Why did you assign this rating?**

**To assist the CEO/General Manager in becoming even more effective, where do you see opportunity for improvement in the upcoming year?**

**What do you see as the key objectives for the CEO/General Manager for the upcoming year?**

**Other comments or remarks that you deem pertinent?**
DATE: March 11, 2020

TO: Executive Committee

FROM: General Manager

SUBJECT: Consider Amendments to the District Administrative Code, Article 4, Organization and Article 5, Director Policies

RECOMMENDATION:

It is the Staff recommendation that the Executive Committee:

1. Consider amending the District Administrative Code, Article 4, Organization, and Article 5, Director Policies; and

2. Discuss and take other action as appropriate.

DISCUSSION:

During discussion at the February 20, 2020 regular Board of Directors meeting, staff was directed to agendize an item for Executive Committee consideration regarding parliamentary procedures. Proposed language to revise these District Administrative Code Articles will be discussed by the Committee at the meeting. Amendments to these policies are a result of the request for clarification by the Executive Committee regarding parliamentary procedure and the desire to promote a cohesive Board. Recent discussions have also been held by MWD to provide clarity to Board procedures.

FISCAL IMPACT:

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

Prepared by: Kim Johnson, Executive Assistant
Approved by: Albert C. Lau, P. E., General Manager
ROLL CALL – CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE – Director Petree

ITEMS TO BE ADDED TO THE AGENDA
(Government Code Section 54954.2)

ORAL COMMUNICATIONS
Opportunity for members of the public to address the Board (Government Code Section 54954.3) Individuals may address the Board regarding items not appearing on the posted agenda, which are within the subject matter jurisdiction of the Board, 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 Board 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.

PRESENTATIONS AND AWARDS

1. City of San Diego County Presentation – Lake Hodges Liquid Oxygenation Project – Jeff Pasek, City of San Diego Public Utilities Department

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 - February 20, 2020 Regular Board Meeting

3. Receive and File Monthly Finance Reports
   a. Budget Performance
   b. Disbursements
   c. Monthly Investment Transaction Report
4. Authorize General Manager to Execute Contract for Roof Replacement on Modular Buildings

5. Authorize General Manager to Execute Purchase Contract for Vehicle Replacement

ACTION AND DISCUSSION ITEMS

6. Consider Appeal of Water Bill by Ms. Cohen

7. Actions Related to the Mechanical Dewatering Project and the San Dieguito Dam Improvement Projects:

   a. Award a Construction Contract for Projects J-1752/1753/1754 to the lowest responsive bidder James W. Fowler Corporation, in the amount of $7,814,987.50 (base bid only); and

   b. Authorize the General Manager to approve, if necessary, up to $418,000 for construction contingency for Mechanical Dewatering Project (J-1752) and each of the San Dieguito Dam Improvements Projects (J-1753/1754); and

   c. Increase the Mechanical Dewatering Project J-1752 total capital budget from $9,100,000 to $9,500,729; and

   d. Authorize the General Manager to Execute Amendment No. ___ of the Professional Services Agreement with Kleinfelder, Inc., for Engineering Services During Construction for Projects J-1752/1753/1754 in the amount of $332,509; and

   e. Authorize the General Manager to execute a Professional Services Agreement for Inspection Services to CDM Smith, Inc., for the Projects J-1752/1753/1754 in the amount of $542,200; and

   f. Adopt Resolution No. 20-___ finding the Mechanical Dewatering Improvements and the San Dieguito Dam Improvements Projects (Project J-1752) Categorically Exempt under the California Environmental Quality Act and Approving the Projects

   g. Adopt Resolution No. 20-___ finding the Handrail Improvements at the San Dieguito Reservoir Project (Project J-1753) Categorically Exempt under the California Environmental Quality Act and Approving the Project

   h. Adopt Resolution No. 20-___ finding the Handrail Improvements at the San Dieguito Reservoir Concrete Refurbishment Project (Project J-1754) Categorically Exempt under the California Environmental Quality Act and Approving the Project

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
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
   a. Lessons Learned from SDGEW Outages – Tim Bailey
   b. R.E. Badger Filtration Plant Report
   c. 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

15. Board Adopted District Customer Leak Credit Policy

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)

16. 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

17. 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

18. Conference with Legal Counsel- Anticipated Litigation
   Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9
   One (1) potential case
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.

Assistance for the disabled: If you are disabled in any way and need accommodation to participate in the Board 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.
Preliminary 2020 Regular and Special Meeting Agenda Items List

March 25, 2020 – Strategic Business Plan Workshop

April 16, 2020
- Employee Recognition – Marissa Potter, 5 years; James Scott, 5 years; Tim Bailey, 20 years
- Presentation of JPIA Refund Check - Patricia Slavin, Director of HR and Administration and David Drake, JPIA Executive Committee member
- Review Draft of FY21 Budget (AFC)
- Quarterly Treasurer’s Report (AFC)
- Quarterly Board Expenses Report (AFC)
- Receive and File Actuarial Evaluation (AFC)
- Authorize General Manager to Execute Professional Services Contract for America’s Water Infrastructure Act Compliance Consultant (AFC)
- Review and Discuss Proposed Revisions to District Reserve Funds Policy

May 21, 2020
- Review Final Draft of FY21 District Budget (AFC)
- Traffic Control Services Contract (WRC)

June 18, 2020
- Adopt FY21 Budget
- Waive Full Reading and Adopt Resolution Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act (WRC)
- Administrative Code Revisions (Various Committees)

July 16, 2020
- Quarterly Treasurer’s Report (AFC)
- Establish FY21 Appropriations Limit (AFC)
- Receive and File Annual Report of Reimbursements and Compensation Paid to Directors and Other Expenses (AFC)
- Set Fixed Charge Special Assessment (AFC)
- Annual Review of Records Retention Schedule (EC)

August 20, 2020
*no items scheduled

September 17, 2020
- Employee Recognition
- Waive Full Reading and Adopt Resolution Approving the Amended Appendix of the District’s Conflict of Interest Code (EC)
  - CSDA and LAFCO Elections (EC)
  - Authorize General Manager to Execute Professional Services Agreement with Consultant for UWMP Update (WRC)