



**MINUTES  
REGULAR BOARD MEETING  
OF THE SANTA FE IRRIGATION DISTRICT  
BOARD OF DIRECTORS**

February 18, 2021  
Santa Fe Irrigation District  
5920 Linea del Cielo  
Rancho Santa Fe, CA 92067

Due to the COVID-19 State of Emergency and pursuant waivers to certain Brown Act provisions under the Governor's Executive Orders, meetings of the Board and Board Committees will be conducted via Zoom Meeting (webinar/teleconference) and there will be no physical location from which members of the public may participate. Instead, the public may listen and/or view the meeting proceedings and provide public comment and comments on specific agenda items by following the posted instructions, including how to submit written comments for inclusion, instructions for viewing or listening to the meeting, and how to participate via Zoom. Additionally, these public comment procedures supersede the District's standard public comment policies and procedures to the contrary.

**ROLL CALL - CALL MEETING TO ORDER**

President Hogan called the meeting to order at 8:30 a.m.

**BOARD MEMBERS PRESENT:** President Michael Hogan, Vice President Frank Creede, and Directors Dana Frieauf, Sandra Johnson, and Andy Menshek were present.

**STAFF AND OTHERS PRESENT:** General Manager Albert Lau, Executive Assistant Kim Johnson, Administrative Services Manager Seth Gates, Engineering Services Manager Rania Amen, Distribution System Manager Chris Bozir, Water Treatment Plant Manager Tim Bailey, Public Communications Officer Teresa Penunuri, General Counsel Paula de Sousa, Best Best & Krieger, and members of the public were present.

**ADMINISTER OATH OF OFFICE TO NEWLY APPOINTED DIRECTOR**

**Sandra Johnson**

Board Secretary Johnson administered the Oath of Office to Director Johnson. Director Johnson thanked staff for their recent assistance and stated it is an honor to serve.

**PLEDGE OF ALLEGIANCE**

President Hogan led the Pledge of Allegiance.

**ITEMS TO BE ADDED TO THE AGENDA – None**

**ORAL COMMUNICATIONS – None**

**PRESENTATIONS AND AWARDS**

1. Legislative Update - Glenn Farrel, Director of Government Relations, San Diego County Water Authority

Glenn Farrel, SDCWA Director of Government Relations, utilized a PowerPoint presentation to report on legislative activities relative to water. He responded to questions from the Board and thanked the Board for the opportunity to share this timely information.

The Board thanked Mr. Farrel for his informative presentation.

**ACTION AGENDA**

**CONSENT ITEMS**

2. Approval of Minutes:
  - a. January 21, 2020 Regular Meeting Minutes
  - b. January 25, 2021 Special Meeting Minutes
3. Receive and File Monthly Finance Reports
  - a. Budget Performance
  - b. Disbursements
  - c. Monthly Investment Transaction Report
4. Annual Review of Director Compensation

Director Johnson abstained from the vote on Item 2 because she was not present for the meetings.

Upon a motion by Director Menshek and second by Vice President Creede, the Board unanimously adopted the Consent Calendar, as amended. Roll call vote was taken as follows:

Ayes: Creede, Frieauf, Menshek, and Hogan  
Noes: None  
Abstain: Johnson (Item 2 only)  
Absent: None

**ACTION AND DISCUSSION ITEMS**

5. Consider Appeal of Water Bill by Kevin and Victoria Wieck

GC de Sousa shared the District's Leak Policy terms prior to consideration of the item.

ASM Gates presented the item and responded to questions from the Board. Vice President Creede asked if modifying the Leak Credit Policy, Agenda Item 8, would affect this request. ASM Gates responded no.

Mr. Wieck addressed the Board, requesting leniency of the policy requirements.

After discussion, upon a motion by Director Menshek and second by Director Frieauf, the Board unanimously denied the appeal by Kevin and Victoria Wieck. Roll call vote was taken as follows:

Ayes: Creede, Frieauf, Johnson, Menshek, and Hogan  
Noes: None  
Abstain: None  
Absent: None

The Board supports increased community outreach for the AMI Customer Portal and the potential of revisions to increase ease of use.

6. Authorize the General Manager to Execute Professional Services Agreement for the Water System and Capital Improvement Program Master Plan Update

ESM Amen utilized a PowerPoint presentation to highlight the scope of work and staff recommendations and responded to questions from the Board.

The Board expressed concern that only one proposal was received; however, ESM Amen detailed the queries made of other engineering firms and their responses were similar that their lack of response was related to staffing impacts resulting from the COVID-19 pandemic.

After discussion, a motion was made by Director Frieauf and seconded by Director Menshek to authorize the General Manager to execute a professional services contract with Dudek for the Water System and CIP Master Plan Update and to approve the \$120,491 appropriation adjustment. Roll call vote was taken as follows:

Ayes: Creede, Frieauf, Johnson, Menshek, and Hogan  
Noes: None  
Abstain: None  
Absent: None

7. FY21 Mid-Year Budget Projections

ASM Gates presented the mid year projections and responded to questions from the Board.

After discussion, a motion was made by Vice President Creede and seconded by Director Frieauf to approve a \$55,000 appropriation adjustment to Litigation Services. Roll call vote was taken as follows:

Ayes: Creede, Frieauf, Johnson, Menshek, and Hogan  
Noes: None  
Abstain: None  
Absent: None

*President Hogan called for a recess at 11:22 a.m.*

*President Hogan reconvened the meeting at 11:32 a.m.*

8. Review District Leak Credit Policy and Proposed Modifications

ASM Gates presented the item and responded to questions from the Board.

The Board expressed their desire for extensive outreach for the Automated Metering Customer Portal to assist customers with leak detection and suggested staff develop suggested/standard settings for customers based on meter size.

Upon a motion by Vice President Creede and second by Director Menshek, the Board approved the modifications to the District Leak Credit Policy as presented. Roll call vote was taken as follows:

Ayes: Creede, Frieauf, Johnson, Menshek, and Hogan  
Noes: None  
Abstain: None  
Absent: None

9. Water Supply Update

PCO Penunuri utilized a PowerPoint presentation to provide an update and responded to questions from the Board.

**DIRECTORS' COMMENTS**

10. Directors' Comments

Director Menshek welcomed Director Johnson to the Board.

Vice President Creede expressed concern over the recent national events involving public utilities, e.g, Texas freeze and Florida security breach, stating they were unpredictable and wants the District to "see the unforeseen." He also welcomed Director Johnson to the Board.

Director Frieauf appreciated the legislative update and asked for the opportunity for the Board to develop policy guidelines for the General Manager and staff with regard to taking positions on proposed legislation. She also welcomed Director Johnson to the Board.

Director Johnson is hoping the upcoming Master Plan development can ensure forward thinking in implementing technological advances.

President Hogan echoed Director Frieauf's comments regarding policy development with regard to District positions on proposed legislation.

#### 11. Directors' Reports on Conferences, Activities, and Events

Director Frieauf reported she attended the virtual Council of Water Utilities meeting on February 2, 2021.

### REPORTS

- 12. Operations Reports
  - a. R.E. Badger Filtration Plant Report
  - b. Water Resources Report

These reports were provided for the Board's information only. No action was requested or required of the Board.

#### 13. San Diego County Water Authority Board Meeting Report –President Hogan

In addition to the written report included with the Board agenda materials, President Hogan reported that the SDCWA General Counsel sent a demand letter for judgment in the rate cases of 2010 and 2012, that the SDCWA award of \$350,000 in legal fees has been appealed by MWD, and the 2014 and 2016 rate cases are moving forward.

#### 14. Committee Reports

The Committee reports were included with the agenda materials.

- 15. General Manager's Report - GM Lau reported that the San Diego Chapter of the California Special Districts' association quarterly meeting is being held virtually on February 18, and thanked the Board for indulging staff on providing the historical information in the water supply update.

- 16. General Counsel's Comments - General Counsel de Sousa provided an update on two new pieces of legislation, stating if AB 361 is approved it will amend the Brown Act to provide flexibility during emergency situations where an agenda wouldn't have to be posted in places the virtual meeting is taking place; and if SB 323 is adopted, it will create a 120 day statute of limitations on challenges to water rates.

**INFORMATION ITEMS**

17. ACWA/JPIA President's Special Recognition Awards

This item was for the Board's information only.

**CLOSED SESSION**

18. 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

*President Hogan adjourned into Closed Session at 12:33 p.m.*

*President Hogan reconvened into Open Session at 1:39 p.m. and reported no reportable actions were taken in Closed Session.*

**ADJOURNMENT**

President Hogan adjourned the meeting at 1:39 p.m.

DocuSigned by:

*Michael Hogan*

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Michael T. Hogan  
Board President



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Albert C. Lau  
Board Secretary/Treasurer