

**MINUTES
SANTA FE IRRIGATION DISTRICT
WATER RESOURCES COMMITTEE**

June 4, 2020
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.

PRESENT: Chairman Andy Menshek, Director Marlene King, General Manager Albert C. Lau, Executive Assistant Kim Johnson, Engineering Services Manager Rania Amen, Associate Civil Engineer Marissa Potter, Water Treatment Plant Manager Tim Bailey, Distribution System Manager Chris Bozir and Public Communications Officer Teresa Penunuri were present.

Chairman Menshek called the meeting to order at 9:00 a.m.

ORAL COMMUNICATIONS - None

ACTION AND DISCUSSION ITEMS:

1. APPROVAL OF MAY 7, 2020 MEETING MINUTES

The Committee approved the minutes as presented.

2. CONSIDER ACTIONS RELATED TO AND FOR THE CLEARWELL SEISMIC AND WASHWATER TANK SEISMIC IMPROVEMENTS PROJECTS (PROJECTS J-1750/1751)

GM Lau introduced the item and ESM Amen and ACE Potter presented the item and responded to questions from the Committee.

After discussion, the Committee supported staff’s recommendation for approval of all actions and agreed that the item be forwarded to the Board at the regular June meeting for their consideration as an Action item.

3. CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT TO WOODARD AND CURRAN FOR THE DEVELOPMENT OF THE 2020 URBAN WATER MANAGEMENT PLAN FOR SANTA FE IRRIGATION DISTRICT

ESM Amen presented the item and responded to questions from the Committee.

After discussion, the Committee supported staff's recommendation for approval and directed staff to move the item forward for full Board consideration at their regular June meeting as a Consent item.

4. CONSIDER A RESOLUTION ADOPTING AMENDMENTS TO THE DISTRICT ADMINISTRATIVE CODE ARTICLE 24 EASEMENTS, ENCROACHMENTS, AND OTHER PERMITS, AND ARTICLE 27 BACK FLOW PREVENTION

ESM Amen presented the item and responded to questions from the Committee.

The Committee expressed their appreciation of the additional clarification provided by staff for items of concern in Article 27 expressed by the Board at their May 21, 2020 meeting.

However, the Committee expressed concern over several sections in Article 24 and did not feel the District's interests were adequately protected. The Committee requested staff to add stronger language to reinforce the District position on easements and requested that the Board, rather than the General Manager, have the final authority on items in Article 24.3.3.

After discussion, the Committee directed staff to move Article 27 forward for full Board consideration at their regular June meeting as a Consent item, and to return Article 24 to the Committee at a future meeting after issues identified have been addressed.

5. CONSIDER ADOPTION OF AMENDED LOCAL GUIDELINES FOR IMPLEMENTING THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

ESM Amen presented the item and responded to questions from the Committee. After a brief discussion, the Committee concurred with staff's recommendation for Board approval and directed staff to move the item forward for full Board action at their regular June meeting as a Consent item.

6. CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE A SERVICES AGREEMENT FOR TRAFFIC CONTROL SERVICES

GM Lau introduced the item and DSM Bozir responded to questions from the Committee.

Director King asked if the developers who are reimbursing the District for direct costs related to traffic control for their projects are also paying administrative costs. GM Lau responded that the developer pays fees to cover all direct and indirect costs related to District services.

After discussion, the Committee supported staff's recommendation for approval and directed staff to move the item forward for full Board consideration at the regular June meeting as a Consent item.

7. CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE PURCHASE CONTRACTS FOR BULK CHEMICALS FOR THE R. E. BADGER FILTRATION PLANT

GM Lau introduced the item and WTPM Bailey responded to questions from the Committee.

After discussion, the Committee supported staff's recommendation for approval and directed staff to move the item forward for full Board consideration at the regular June meeting as a Consent item.

8. CONSIDER CANCELING JULY, 2020 MEETING

Chairman Menshek reported there would not be a quorum for the July meeting, therefore, the meeting cannot be held. After a brief discussion, the Committee canceled the July meeting.

9. LAKE HODGES STATUS UPDATE

ESM Amen reported on the current status of Lake Hodges, noting the lake level has stabilized at between 293'-294'. She and GM Lau responded to questions from the Committee.

REPORTS

10. FY20 CAPITAL IMPROVEMENT PROJECTS STATUS REPORT

ESM Amen provided an update on projects status and responded to questions from the Committee.

11. ENGINEERING SERVICES MANAGER'S REPORT – No additional report

12. DISTRIBUTION SYSTEM MANAGER'S REPORT

DSM Bozir reported that automated meter installation has been completed in four of the 10 routes in Phase 5 and it is anticipated that all customers in this phase will have automated meters installed by the end of July.

13. WATER TREATMENT PLANT MANAGER'S REPORT

WTPM Bailey reported the Plant is running well and the Plant is currently treating 51% local water. He commented that on June 2, 2020, the plant spiked to 30 million gallons treated, well above the average of 17 million gallons per day for this time of year.

14. GENERAL MANAGER’S REPORT

GM Lau commented on the civil unrest currently affecting the country and reported Helix Water District had suffered damage resulting from disturbances and that staff does not anticipate these type of activities in the District service area. However, he noted that procedures are in place to protect District staff and assets.

GM Lau also introduced Teresa Penunuri, the District’s new Public Communications Officer, noted she served as the Public Affairs Supervisor at the San Diego County Water Authority and has extensive experience in this role. The Committee welcomed Ms. Penunuri.

15. COMMITTEE MEMBERS’ COMMENTS

Director King offered praise and appreciation to ACE Potter for her onsite meetings with bidders for the Seismic projects and noted her five year anniversary was reported during the May Board meeting; however, the Board did not have the opportunity to comment. She thanked her for her dedication.

Director Menshek commented on the troubling times being experienced resulting from COVID-19, including the economic impacts, and the danger of unsubstantiated rumors through these times of civil unrest. He offered that citizens should always verify information prior to reacting during these conditions.

INFORMATION ITEMS – None

ADJOURN

Chairman Menshek adjourned the meeting at 10:34 a.m.

DocuSigned by:
Andy Menshek
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Andy Menshek, Chairman