



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

June 18, 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.

**ROLL CALL - CALL MEETING TO ORDER**

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

**BOARD MEMBERS PRESENT:** President Michael Hogan and Directors Marlene King, Andy Menshek, and David Petree 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, Associate Civil Engineer Marissa Potter, Public Communications Officer Teresa Penunuri, General Counsel Paula de Sousa, Best Best & Krieger, and members of the public were present.

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

*President Hogan reported that this presentation will be made to the Board at their regular July meeting.*

2. Introduction of New Employees
  - a. Chad Bunn, Senior Utility Worker
  - b. Teresa Penunuri, Public Communications Officer

GM Lau introduced the new employees and provided brief comments on each. The Board welcomed the new staff members.

**ACTION AGENDA  
CONSENT ITEMS**

3. Approval of Minutes - May 21, 2020 Regular Board Meeting
4. Receive and File Monthly Finance Reports
  - a. Budget Performance
  - b. Disbursements
  - c. Monthly Investment Transaction Report
5. Authorize the General Manager to Execute a Services Agreement for FY21 Traffic Control Services
6. Authorize the General Manager to Execute Purchase Contracts for Bulk Chemicals for the R. E. Badger Filtration Plant
7. Authorize the General Manager to Execute a Professional Services Agreement with Woodard and Curran for the development of the 2020 Urban Water Management Plan for Santa Fe Irrigation District
8. Waive Full Reading and Adopt Resolution No. 20-10, Adopting Amendments to the District Administrative Code Article 27 - Back Flow Prevention
9. Waive Full Reading and Adopt Resolution No. 20-11, Adopting Amended Local Guidelines for Implementing the California Environmental Quality Act (CEQA)
10. Waive Full Reading and Adopt Resolution No. 20-12, Adopting 2020-21 Pay Schedule
11. Waive Full Reading and Adopt Resolution No. 20-13, Authorizing the Board President and District Secretary to use Electronic Signatures for Certain District Documents

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

Ayes: King, Menshek, Petree, and Hogan  
Noes: None  
Abstain: None

Absent: None

## **ACTION AND DISCUSSION ITEMS**

12. Actions Related to and for the Clearwell Seismic and Washwater Tank Seismic Improvements Projects (Projects J-1750/1751) (pages 64-86)
  - a. Award Construction Contract to Canyon Springs Enterprises dba RSH Construction Services, in the amount of \$5,458,890.00; and
  - b. Authorize the General Manager to approve, if necessary, up to \$331,200 for construction contingency; and
  - c. Increase the Washwater Tank Seismic Improvements Project J-1751 total capital budget from \$3,375,000 to \$5,333,708; and
  - d. Authorize the General Manager to amend the Professional Services Agreement with Kleinfelder, Inc., for Engineering Services During Construction for Projects J-1750/1751 in the amount of \$158,870; and
  - e. Authorize the General Manager to execute a Professional Services Agreement for Inspection Services to CDM Smith, Inc., for the Projects J-1750/1751 in the amount of \$534,850; and
  - f. Adopt Resolutions No. 20-14 and No. 20-15 finding the Clearwell Seismic and Washwater Tank Seismic Improvements Projects (Projects J-1750/1751), Categorically Exempt under the California Environmental Quality Act (CEQA) and approving the Projects

GM Lau introduced the item and ESM Amen and ACE Potter utilized a PowerPoint presentation to provide a comprehensive overview of the projects and specific components requiring Board approval. Ms. Amen and Ms. Potter responded to questions from the Board.

The Board expressed concern that Kleinfelder, Inc., Engineers' Estimate was again significantly lower than the lowest bid received on a District capital project and asked that staff convey their disappointment to this firm.

After an extensive discussion, a motion was made by Director Menshek and seconded by Director Petree to approve all actions related to and for the Clearwell Seismic and Washwater Tank Seismic Improvements Projects (Projects J-1750/1751). Roll call vote was taken as follows:

Ayes: King, Menshek, Petree, and Hogan  
Noes: None  
Abstain: None  
Absent: None

13. Adopt FY21 District Budget

GM Lau introduced the item and ASM Gates utilized a PowerPoint presentation to outline the proposed budget and revisions made resulting from the San Diego County Water Authority revising their proposed FY21 water rates and input received from the Board during the May Board discussion of the Draft FY21 Budget. Mr. Gates responded to questions from the Board.

The Board discussed the local water sales projection, the impacts associated with projecting less local water than utilized in the recent Cost of Service Study, and reserve fund levels.

After discussion, a motion was made by President Hogan and seconded by Director Menshek to adopt the FY21 District Budget. Roll call vote was taken as follows:

Ayes: Menshek, Petree, and Hogan  
Noes: King  
Abstain: None  
Absent: None

**DIRECTORS' COMMENTS**

14. Directors' Comments

Director King welcomed Ms. Penunuri to the District and requested she please “dig in” to the challenge of increasing AMI Customer Portal participation.

Director Petree asked if the District has exposure to shared costs of future repairs to Lake Hodges. GM Lau replied yes, based upon percentages in the 2014 Agreement.

15. Directors' Reports on Conferences, Activities, and Events – No report

**REPORTS**

16. 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.

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

In addition to the written report included in the agenda materials, President Hogan reported that Phase A of the CWA's Regional Conveyance System study is completed.

18. Committee Reports – The reports were included with the agenda materials.

19. General Manager's Report

GM Lau recognized Mr. Frank Creede, nominee for the District Division 1 vacancy, as a participant in the Board meeting and reported that the San Diego County Board of Supervisors will act on his nomination at their June 23<sup>rd</sup> meeting.

20. General Counsel's Comments

GC de Sousa reported that the State Legislation adopted the State FY21 Budget earlier in the week and with an estimated \$54B deficit, everyone is unsure what action the Governor will take.

Ms. de Sousa also reported that the County has had several changes to Public Health Orders in the past couple of weeks related to COVID-19 and they are tracking the revisions with staff to ensure required compliance.

**INFORMATION ITEMS – None**

**CLOSED SESSION**

21. 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
22. 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
23. 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
24. Conference With Labor Negotiators Pursuant To Government Code Section 54957.6  
Agency designated representatives: Board of Directors  
Unrepresented Employee: General Manager
25. Public Employee Performance Evaluation  
Pursuant To Government Code Section 54957  
Title: General Manager


***President Hogan adjourned for a brief recess at 10:20 a.m.***

*President Hogan reconvened the meeting and adjourned into Closed Session at 10:30 a.m.*

*President Hogan reconvened into Open Session at 11:09 a.m. and reported no reportable actions were taken in Closed Session.*

**ADJOURNMENT**

President Hogan adjourned the meeting at 11:10 a.m.

  
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Michael T. Hogan  
Board President

  
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Albert C. Lau  
Board Secretary/Treasurer