



AGENDA

EXECUTIVE COMMITTEE MEETING Santa Fe Irrigation District

Wednesday, August 9, 2017

1:00 p.m.*

Please note revised time

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 July 12, 2017 Executive Committee Meeting (pages 2-3)
2. Review and Discuss Board of Directors' August 30, 2017 Workshop – (pages 4-5)
3. Consider Canceling September Executive Committee Meeting (page 6)
4. Review of Draft August 17, 2017 Board of Directors Meeting Agenda (pages 7-9)
5. Review of Future Regular and Special Board Meeting Agenda Items (pages 10-11)

REPORTS

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

INFORMATION ITEMS – None

ADJOURN - Next Executive Committee meeting: Wednesday, October 11, 2017 @ 9:30 a.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**

July 12, 2017
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 Daddi, General Manager Bardin, and Administrative Services Manager Deaver were present.

ORAL COMMUNICATIONS - None

ACTION AND DISCUSSION ITEMS:

1. MINUTES FROM THE JUNE 7, 2017 EXECUTIVE COMMITTEE MEETING

The Committee approved the minutes as presented.

2. CSDA 2017 ELECTION – BOARD OF DIRECTORS REGION 6, SEAT C

GM Bardin presented the item and responded to questions from the Committee. After discussion, the Committee agreed to recommend the Board cast the District ballot for the incumbent, Arlene Schafer, Costa Mesa Sanitary District.

3. REVIEW AND DISCUSS FUTURE BOARD OF DIRECTORS’ PLANNING WORKSHOPS - SCHEDULING AND AGENDA ITEMS

The Committee reviewed and discussed the proposed topics and schedule. After discussion, the Committee agreed with staff’s recommendation that the next workshop should focus on Rate Design/Structure, and directed staff to forward the proposed list of topics to the full Board for review at the regular July Board meeting.

4. REVIEW OF DRAFT JULY 20, 2017 BOARD OF DIRECTORS MEETING AGENDA

The Committee reviewed and made no changes.

5. REVIEW OF FUTURE REGULAR AND SPECIAL BOARD MEETING AGENDA ITEMS

The Committee reviewed the future items list and made no changes.

REPORTS

6. GENERAL MANAGER'S REPORT – GM Bardin noted that ASM Deaver would be Acting GM during his upcoming absence, including the July Board meeting.
7. COMMITTEE MEMBERS' COMMENTS - None

INFORMATION ITEMS - NONE

ADJOURN

President Hogan adjourned the meeting at 11:00 a.m.

Michael T. Hogan, President

DATE: August 9, 2017
TO: Executive Committee
FROM: General Manager
SUBJECT: Review and Discuss Board of Directors' August 30, 2017 Workshop

RECOMMENDATION

It is the Staff recommendation that the Executive Committee:

1. Review and discuss the upcoming Special Board of Directors meeting, scheduled for August 30, 2017; and
2. Take other action as appropriate.

DISCUSSION

The Board of Directors have a special meeting scheduled for August 30, 2017 for the purpose of conducting a workshop focusing on rate design and structure. A copy of the Proposed Schedule and Agenda Topics for future Board of Directors planning workshops is included for your review and reference.

The August 30th workshop will focus on water rate design and structure. Mr. Robb Grantham will be the speaker at the workshop. Mr. Grantham is an industry leader in the areas of cost of service analysis, rate design, and rate setting. He is a former Principal Consultant with Carollo Engineers specializing in rate studies, a having completed the San Diego County Water Authority's most recent Cost Of Service Study. He is currently the Assistant General Manager at the Santa Margarita Water District.

This item has been agendized to provide this Committee the opportunity to discuss the upcoming workshop, as well as consider the future workshop agenda topics.

FISCAL IMPACT

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

Prepared by: Kim Johnson, Executive Assistant
Approved by: Michael J. Bardin, General Manager

ATTACHMENT A

Proposed Future Workshop Schedule and Agenda Items

Date	Workshop #	Agenda Items
August 30, 2017	3	Rate Design/Structure Review – Consultant
Sept. 21, 2017 Regular Board of Directors Meeting	4	Review Implementation of 2016-2018 Rate Increases and Impacts
TBD	5	Discussion of District Communications Strategy and Objectives
TBD	6	Review Key Focus Areas & Strategic Objectives
TBD	7	Review of Updated Strategic Business Plan Review Draft 5 Year Work Plan – Staff

DATE: August 9, 2017
TO: Executive Committee
FROM: General Manager
SUBJECT: Consider Canceling September Executive Committee Meeting

RECOMMENDATION

It is the Staff recommendation that the Executive Committee:

1. Discuss and consider canceling the September 13, 2017, Executive Committee meeting; and
2. Take other action as appropriate.

DISCUSSION

President Hogan will not be available for the September 13, 2017 Executive Committee meeting. Because a quorum is required for a Committee meeting, staff is suggesting the Committee discuss and consider canceling the September meeting. At this time, there are only routine items anticipated for Committee discussion in September; however, these items could be forwarded for Board consideration without Committee action.

FISCAL IMPACT

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

Prepared by: Kim Johnson, Executive Assistant
Approved by: Michael J. Bardin, General Manager



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

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

**THURSDAY, AUGUST 17, 2017
8:30 a.m.**

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

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PRESENTATIONS AND AWARDS - None

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.

1. Approval of Minutes - July 20, 2017 Regular Board Meeting (pages 6-10)
2. Receive and File Monthly Finance Reports (pages 13-25)
 - a. Budget Performance
 - b. Disbursements
 - c. Monthly Investment Transaction Report
3. Authorize the General Manager to Execute Services Agreement for FY18 Traffic Control Services (pages)

4. Authorize the General Manager to Execute Amendment No. 2 to the Professional Service Agreement with The Kleinfelder Group for Joint Facilities Improvements
5. Authorize the General Manager to Execute a Purchase Agreement for a Filter Effluent Actuator

ACTION AND DISCUSSION ITEMS

6. Review and Discuss the 2018 Wholesale Water Cost Increase Pass-Through Charge (pages)
7. Review and Discuss the Proposed State-wide Long-Term Water Use Efficiency Standards (page)

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 (oral)
9. Directors' Reports on Conferences, Activities, and Events (oral 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 53-56)
 - a. R.E. Badger Filtration Plant Report
 - b. Water Resources Report
11. San Diego County Water Authority Board Meeting Report – President Hogan (pages 57-58)
12. Committee Reports (page 59)
 - a. Executive Committee
 - b. Administrative and Finance Committee
 - c. Water Resources Committee
 - d. Joint Facilities Advisory Committee
13. General Manager's Report (oral)
14. General Counsel's Comments (oral)

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- Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9
Two potential cases (Claims filed by the Rancho Santa Fe Association)

16. Conference with Legal Counsel- Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9
Two potential cases

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 2017-18 Regular Agenda Items List

September 21, 2017

- Pledge: Director Dunford
- LAFCO Elections
- ACWA Elections
- Notice of Completion for the San Dieguito Pump Station Replacement Project (J-600)
- Semi-annual Security Update (AFC)

October 19, 2017

- Pledge: Director King
- Employee Recognition Mike Andrews, 25 years; Danny Burns, 10 years; Lamont Foster, 10 years
- Quarterly Treasurer's Report
- Quarterly Board Expenses Report
- Review Miscellaneous Fees and Charges
- Review of January 2018 Water Rate Increase

November 16, 2017

- Pledge: President Hogan
- Administrative Code Amendments/Update

December 21, 2017

- Pledge: Vice President Daddi
- Employee Recognition – Brandon Fox, 10 years; Matt Sprint, 30 years
- Acceptance of FY 2017 Financial Audit
- Annual Review of Records Retention Schedule
- Reconciliation of Reserve Fund Balances

January 18, 2018

- Pledge: Director Dunford
- Employee Recognition – Nick Isabell, 10 years
- Mid-Year Budget Review
- Quarterly Treasurer's Report
- Quarterly Board Expenses Report
- Distribution of CAFR
- Annual District Investment Policy Review and Update
- Semi-annual Security Update
- Adopt 2018 Salary Schedule

February 15, 2018

- Pledge: Director Petree
- Employee Recognition
- Consider Director Per Diem Resolution (Exec)

- Initial 2018 MOU Discussion

Potential Board Workshop Items:

- State Water Use Efficiency Standards
- Water Budget Rate Structure Presentation/Overview
- Alternative Water Supply Development
- Regional and Statewide engagement level
- Strategic Business Plan Update
- General Manager Performance Objectives
- AMI Project Update and Demonstration of AMI Customer Portal