



AGENDA

EXECUTIVE COMMITTEE MEETING Santa Fe Irrigation District

Wednesday, February 10, 2021
2:00 p.m.

Held at Santa Fe Irrigation District
5920 Linea del Cielo, Rancho Santa Fe, California 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 to the meeting proceedings and provide public comment and comments on specific agenda items by following these instructions:

Please click the link below to join the webinar:

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US: +16699009128,,88544954897#,,,,*855794# or
+13462487799,,88544954897#,,,,*855794#

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US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799
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Instructions for Making Public Comment: Members of the public who wish to address the Board of Directors under public comment or on specific agenda items may do so in one of the following ways:

- You can send written comments to the Board Secretary for receipt **no later than 7:30 am on February 10, 2021** to be read during the appropriate portion of the meeting. Written comments must be limited to 300 words/ have a reading limit of 3 minutes for each comment and emailed to kjohnson@sfdwater.org, mailed to the attention of Kim Johnson, Board Secretary, SFID, P. O. Box 409, Rancho Santa Fe, CA 92067, or physically deposited in the District’s payment drop box located in the public parking lot at the District’s Administrative Office at or mail to 5920 Linea del Cielo, Rancho Santa Fe, California 92067.
- On Zoom via phone, you can also raise your hand by pressing *9 when to notify the moderator that you wish to speak during the current item.

These public comment procedures supersede the District’s standard public comment policies and procedures to the contrary.

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 January 13, 2021 Executive Committee Meeting (pages 3-4)
2. Annual Review of Director Compensation (pages 5-6)
3. Review of Draft February 18, 2021 Board of Directors Regular Meeting Agenda (pages 7-10)
4. Review of Future Agenda Items (page 11)

REPORTS

5. General Manager’s Report (verbal)
6. Committee Members’ Comments (verbal)

ADJOURN - Next Scheduled Executive Committee meeting: Wednesday, March 10, 2021 @ 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.

**MINUTES
EXECUTIVE COMMITTEE MEETING
Santa Fe Irrigation District**

January 13, 2021
Santa Fe Irrigation District
5920 Linea del Cielo, Rancho Santa Fe, CA

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.

CALL MEETING TO ORDER:

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

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

ORAL COMMUNICATIONS - None

CLOSED SESSION

1. 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

President Hogan adjourned into Closed Session at 2:02 p.m.

President Hogan reconvened into Open Session at 2:33 p.m. and reported no reportable action was taken during Closed Session.

ACTION AND DISCUSSION ITEMS:

1. MINUTES FROM THE MARCH 11, 2020 EXECUTIVE COMMITTEE MEETING

The Committee approved the minutes as presented.

2. CONSIDER AMENDMENTS TO THE DISTRICT ADMINISTRATIVE CODE ARTICLES 2, 3, 6, 7, AND 31

The Committee reviewed the revisions, concurred with staff's recommendations, and directed staff to move the item forward for full Board consideration at their regular January meeting.

3. REVIEW OF DRAFT JANUARY 21, 2021 BOARD OF DIRECTORS REGULAR MEETING AGENDA

The Committee reviewed the draft agenda and made no revisions.

4. REVIEW OF FUTURE AGENDA ITEMS

The Committee reviewed the future agenda list and made no revisions.

REPORTS

5. GENERAL MANAGER'S REPORT - No report

6. COMMITTEE MEMBERS' COMMENTS – No comments

ADJOURN

President Hogan adjourned the meeting at 4:10 p.m.

Michael T. Hogan, President

DATE: February 10, 2021
TO: Executive Committee
FROM: General Manager
SUBJECT: Annual Review of Director Compensation

RECOMMENDATION:

It is the Staff recommendation that the Executive Committee:

1. Review and discuss Board member compensation; and
2. Take other action as appropriate.

DISCUSSION:

The District's Administrative Code calls for the Board of Directors to annually review the level of per diem compensation for Board members in conjunction with the budget development process. Currently, Directors receive compensation in the amount of \$150 per day for each day's attendance at meetings of the Board or its committees. Directors also receive compensation in the amount of \$150 per day for each day's service rendered as a Director, such as attendance at authorized meetings, conferences, and activities. Directors may only receive compensation for a maximum of ten days per month. This compensation level was reduced from \$200 per meeting by Board Resolution No. 14-04 in March 2014.

If the Board wishes to consider any modifications to the per diem compensation level, it will be necessary to schedule and notice a Public Hearing for that same date to receive public comment on this matter. Adoption of a Resolution of the Board of Directors following this required public hearing is necessary to modify Board member compensation.

This item has been agendaized for this Committee's review and discussion, prior to being presented for full Board consideration.

BACKGROUND:

Water Code Sections 20200 through 20207 allows Irrigation Districts to establish compensation received by Directors for sitting on the Board or acting under its orders. An increase or decrease in Director compensation requires the scheduling and noticing of a Public Hearing to consider such action. The Water Code provides for a maximum increase of 5% per calendar year following the operative date of the last adjustment. Pursuant to Water Code Section 20204, a resolution establishing Director compensation would become effective sixty days from the date of its adoption.

Government Code Section 53208 et seq. authorizes any city, county, city and county, special district, school district or any other political subdivision of the State to provide health and welfare benefits to members of the governing boards of those entities. These Government Code sections also prohibit any provided health and welfare benefits from being greater than the health and welfare benefits received by non-safety employees of that public agency. All Board members are eligible to receive healthcare coverage offered to regular employees, for the Director only in an amount equal to the lowest cost plan offered by the District, established by Board Resolution No. 15-09 in April, 2015.

FISCAL IMPACT:

There is no direct fiscal impact associated with the annual review of Board member compensation. In FY20, total annual expenditures for Board member per diem compensation, health benefits and miscellaneous expenses were \$17,755, compared to \$17,595 in FY19 and \$18,955 in FY18.

Prepared by: Kim Johnson, Executive Assistant
Approved by: Albert C. Lau, P. E., General Manager



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

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

**THURSDAY, FEBRUARY 18, 2021
8:30 a.m.**

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 these instructions:

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US: +16699009128,,87323306033#,,,,,0#,,610749# or
+13462487799,,87323306033#,,,,,0#,,610749#

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Webinar ID: 873 2330 6033

Passcode: 610749

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- You can send written comments to the Board Secretary for receipt **no later than 7:30 am on February 18, 2021** to be read during the appropriate portion of the meeting. Written comments

must be limited to 300 words/ have a reading limit of 3 minutes for each comment and emailed to kjohnson@sfidwater.org, mailed to the attention of Kim Johnson, Board Secretary, SFID, P. O. Box 409, Rancho Santa Fe, CA 92067, or physically deposited in the District's payment drop box located in the public parking lot at the District's Administrative Office at 5920 Linea del Cielo, Rancho Santa Fe, CA, or mail to P. O. Box 409, Rancho Santa Fe, CA 92067.

- On Zoom video conference via the web or Zoom App go to Participants list. Hover over your name and click on "Raise Hand." This will notify the moderator that you wish to speak during Oral Communication or during a specific item on the agenda.
- On Zoom via phone, you can also raise your hand by pressing *9 when to notify the moderator that you wish to speak during the current item.

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ROLL CALL – CALL MEETING TO ORDER

ADMINISTER OATH OF OFFICE TO NEWLY APPOINTED DIRECTOR – Sandra Johnson

PLEDGE OF ALLEGIANCE – President Hogan

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

ORAL COMMUNICATIONS

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PRESENTATIONS AND AWARDS

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:
 - a. January 21, 2020 Regular Meeting Minutes (pages 6-12)
 - b. January 25, 2021 Special Meeting Minutes
2. Receive and File Monthly Finance Reports (pages 13-25)

- a. Budget Performance
 - b. Disbursements
 - c. Monthly Investment Transaction Report
3. Annual Review of Director Compensation

ACTION AND DISCUSSION ITEMS

4. Authorize the General Manager to Execute Professional Services Agreement for Water System and Capital Improvement Program Master Plan Update
5. FY21 Mid-Year Budget Review
6. Review of District Leak Policy
7. Water Supply Update (page 102)

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 (pages 103-113)
 - a. R.E. Badger Filtration Plant Report
 - b. Water Resources Report
11. San Diego County Water Authority Board Meeting Report –President Hogan
12. Committee Reports (page 114)
13. General Manager's Report (verbal)
14. General Counsel's Comments (verbal)

INFORMATION ITEMS

15. ACWA/JPIA President's Special Recognition Awards

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

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 on the District's website at www.sfidwater.org

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Preliminary 2021 Regular and Special Meeting Agenda Items List

March 18, 2021

- Employee Recognition – Introduction of New Employees
- Authorize the General Manager to Execute ACH Purchase Agreement (WRC)
- Out of Service Area Agreements (WRC)

April 15, 2021

- Employee Recognition – David Harris, 10 years; Eric Patterson, 10 years
- Quarterly Treasurer’s Report
- Quarterly Board Expenses Report
- Review Draft of FY22 District Budget (AFC)
- Review Draft Strategic Plan

May 20, 2021

- Employee Recognition – Jeff Ehrman, 15 years; Jessica Miles, 15 years
- Recognition of Water Awareness Poster Contest Winners
- Review Final Draft of FY 2022 District Budget
- Waive Full Reading and Adopt Resolution Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act

June 17, 2021

- Employee Recognition
- Adopt FY 2022 Budget
- Adopt CEQA Guidelines
- Traffic Control Services Contract
- Adopt Annual Salary Schedule
- Adopt Strategic Plan

July 15, 2021

- Employee Recognition
- Quarterly Treasurer’s Report
- Distribution of Fiscal Year 2022 District Budget
- Establish FY 2022 Appropriations Limit
- Receive and File Annual Report of Reimbursements and Compensation Paid to Directors and Other Expenses
- Bi-annual Security Update
- Set Fixed Charge Special Assessment
- Annual Review of Records Retention Schedule

August 19, 2021

- Employee Recognition

Bullpen:

PERS Liabilities

Alternative Energy

SDCWA Leg Update – Glenn Farrell