



**SANTA FE IRRIGATION DISTRICT  
EXECUTIVE COMMITTEE**

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

**WEDNESDAY, APRIL 13, 2022**

**1:30 p.m.**

*Please note time change*

**BOARD OF DIRECTORS**

**Michael T. Hogan**

PRESIDENT

**Sandra Johnson**

VICE PRESIDENT

**Dana Frieauff**

**Andy Menshek**

**Kenneth Westphal**

**GENERAL MANAGER**

Albert C. Lau, P. E.

**Assistance for the disabled:** The District meeting facility is accessible to persons using wheelchairs and others with disabilities. Agendas are available in large print. Materials in alternative formats and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to the Board Secretary at 858-756-2424 or via email to [KJohnson@SFIDWater.org](mailto:KJohnson@SFIDWater.org). Providing at least 72 hours' notice prior to the meeting will help to ensure availability.

**Instructions for Members of the Public Who Wish to Address the Committee:**

Individuals may address the Committee during Oral Communications (for items not appearing on the posted agenda which are within the subject matter jurisdiction of the District) and regarding items listed on the posted agenda during the deliberation of the agenda item, as follows:

**Making Public Comment for Those Not Attending In-Person:**

Members of the public who wish to address the Committee under Oral Communications or on specific agenda items ***who are not in attendance at the meeting*** may send **written comments** to the Board Secretary for receipt ***no later than 7:30 am on April 13, 2022*** 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](mailto: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, California 92067.

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## **ROLL CALL - 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 March 9, 2022 Executive Committee Meeting (pages 3-4)
2. Review of Draft April 21, 2022 Board of Directors Regular Meeting Agenda (pages 5-9)
3. Review of Future Agenda Items (pages 10-11)

### **REPORTS**

4. General Manager's Report (verbal)
5. Committee Members' Comments (verbal)

**ADJOURN -**      *Next Scheduled Executive Committee meeting: Wednesday, May 11, 2022 @ 8:30 a.m.*

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

March 9, 2022  
Santa Fe Irrigation District  
5920 Linea del Cielo, Rancho Santa Fe, CA

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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:** President Hogan, Vice President Johnson, General Manager Lau, and Board Secretary Johnson were present. Also present was Human Resources Administrator Jessica Miles.

**CALL MEETING TO ORDER:**

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

**ORAL COMMUNICATIONS - None**

**ACTION AND DISCUSSION ITEMS:**

1. MINUTES FROM THE FEBRUARY 9, 2022 EXECUTIVE COMMITTEE MEETING

The Committee approved the minutes as presented.

2. REVIEW OF DRAFT MARCH 17, 2022 BOARD OF DIRECTORS REGULAR MEETING AGENDA

The following revisions were made to the Board agenda:

- An item was added for an Ad Hoc 100-yr Anniversary Committee update as Item 14
- An information item was added to include a copy of a comment letter sent to Metropolitan Water District on their proposed fees

3. REVIEW OF FUTURE AGENDA ITEMS

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

4. LEGISLATIVE UPDATE

PCO Penunuri utilized a PowerPoint presentation to report the Assembly and Senate bills being tracked as well as the ACWA Infrastructure/Dam coalition update.

**REPORTS**

5. GENERAL MANAGER’S REPORT – GM Lau reported on the following:

- The District is working with San Dieguito Water District to propose revisions to the Restated Agreement with the City of San Diego to permit the purchase of local water from one another;
- The District was notified that San Dieguito Reservoir is included in the WOTUS and the regulatory complications if it remains designated “navigable water.”

6. COMMITTEE MEMBERS’ COMMENTS

President Hogan expressed concern over the proposed Metropolitan Water District rate increases of up to 16-17% over the next two years and was appreciative that the District prepared and sent a comment letter so timely.

**ADJOURN**

President Hogan adjourned the meeting at 10:04 a.m.

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Michael T. Hogan, President



**BOARD OF DIRECTORS**

**Michael T. Hogan**  
PRESIDENT  
**Sandra Johnson**  
VICE PRESIDENT  
**Dana Frieauf**  
**Andy Menshek**  
**Kenneth Westphal**

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

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

**GENERAL MANAGER**  
Albert C. Lau, P. E.

**THURSDAY, APRIL 21, 2022  
8:30 a.m.**

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**This meeting will be held at the above date, time, and location, and Board members and members of the public may attend in person. The meeting is also being held virtually pursuant to Gov. Code section 54953(e)(1)(A), which waives certain Brown Act teleconferencing requirements under certain circumstances. Some Board members may attend and participate in the meeting virtually pursuant to such Brown Act provisions. Members of the public may also attend and participate virtually as well. Additional details on in-person and virtual public participation are below.**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/81255989996?pwd=NURleUFhd2dwUVhMa1dlckFBS1dPZz09>**

**Passcode: 892800**

**Or One tap mobile :**

**US: +16699009128,,81255989996#,,,,\*892800# or  
+12532158782,,81255989996#,,,,\*892800#**

**Or Telephone:**

**Dial(for higher quality, dial a number based on your current location):  
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1  
646 558 8656 or +1 301 715 8592 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)**

**Webinar ID: 812 5598 9996**

**Passcode: 892800**

**International numbers available: <https://us02web.zoom.us/j/81255989996>**

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1. You may send **written comments** to the Board Secretary for receipt **no later than 7:30 a.m., April 21, 2022** 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](mailto: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, California 92067.
2. To provide **verbal comments during the meeting**, join the Zoom meeting by computer, mobile phone, or dial-in number. On Zoom video conference by computer or mobile phone, use the "Raise Hand" feature. This will notify the Board Secretary that you wish to speak during Oral Communications or a specific agenda item. If joining the meeting using the Zoom dial-in number, you can raise your hand by pressing \*9. Speakers are asked to state their name, address, and topic, and to observe a time limit of three (3) minutes each.

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#### **Instructions for Listening to the Meeting Only:**

Please click this link to listen to the meeting: <https://bit.ly/SFIDLIVE>

Please note that the above link only provides the opportunity to listen to the meeting. To view or listen to the meeting via Zoom and have the opportunity to provide public comment, please use the Zoom link or Zoom dial-in information in the section above and follow the instructions in this agenda.

### **ROLL CALL - CALL MEETING TO ORDER**

### **PLEDGE OF ALLEGIANCE – Director Menshek**

### **ORAL COMMUNICATIONS ON ITEMS NOT APPEARING ON THE AGENDA**

*Opportunity for members of the public to address the Board of Directors on items not appearing on the posted agenda, pursuant to Government Code Section 54954.3.*

## **PRESENTATIONS AND AWARDS**

1. Employee Recognition:
  - a. Tommy Booker, celebrating 25 years with the District
  - b. Eric Christiansen, celebrating 25 years with the District
  - c. Introduction of New Hires:
    - i. Francisco Aparicio, Utility Worker I
    - ii. Warren Wilson, Utility Worker I
2. ACWA JPIA Refund Check Presentation – Andy Sells, JPIA CEO
3. Special District Leadership Foundation District Transparency Certificate of Excellence Presentation – Chris Palmer, CSDA
4. San Diego County Water Authority – Update on Fallbrook PUD and Rainbow MWD Detachment – Dan Denham, Deputy General Manager

## **ITEMS TO BE ADDED TO THE AGENDA**

*(Government Code Section 54954.2)*

## **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.*

5. Approval of Minutes:
  - a. March 17, 2022 Regular Board Meeting (pages 36-41)
  - b. March 30, 2022 Special Board Meeting
6. Receive and File Monthly Finance Reports (pages 42-53)
  - a. Budget Graphs
  - b. Disbursements
  - c. Monthly Investment Transaction Report
7. Quarterly Treasurer's Report
8. Quarterly Board Expenses Report
9. Findings to Continue Holding Remote/Teleconference Meetings Pursuant to Assembly Bill 361 (pages 54-55)

## **ACTION AND DISCUSSION ITEMS**

10. Review Draft FY23 District Budget

11. Receive and File Actuarial Evaluation
12. Annual Review District Leak Credit Policy
13. Consider Actions Related to and for the Cielo Pump Station Valve Replacement Project (J-2052)
14. Water Supply Update (pages 79-86)
15. Legislative Update (pages 87-93)

## **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.*

16. Operations Reports (pages 98-101)
  - a. R.E. Badger Filtration Plant Report
  - b. Water Resources Report
17. Board Reports
  - a. San Diego County Water Authority Board Meeting Report –President Hogan (pages 102-103)
  - b. Other Meetings/Conferences

## **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.*

18. Directors' Comments (verbal)
19. Future Agenda Items (verbal)
20. General Manager's Report (verbal)
21. General Counsel's Comments (verbal)

## **INFORMATION ITEMS**

### **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)*

22. Conference with Legal Counsel- Anticipated Litigation  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9  
One (1) potential case



**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](http://www.sfidwater.org)

DRAFT

## Preliminary 2022 Regular and Special Meeting Agenda Items List

### **May 2, 2022 – Special Board Workshop - COSS**

#### **May 19, 2022**

- Recognition of Water Awareness Poster Contest Winners
- Review Final Draft FY23 District Budget
- Waive Full Reading and Adopt Resolution Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act
- Adopt Resolution No. 22-\_\_ Adopting Amendments to the District's Administrative Code, Article 8, Personnel Policies
- Water Supply Update
- Strategic Business Plan Status Report
- General Manager Evaluation (Closed Session)

#### **June 16, 2022**

- Employee Recognition – Damian Garcia, 30 years
- Adopt FY 2023 District Budget
- Adopt CEQA Guidelines
- Traffic Control Services Contract
- Asphalt Pavement Repair Services Contract
- Adopt Annual Salary Schedule
- Consider Actions for the Adoption of the Annual Water Shortage Assessment Report
- General Manager evaluation – Open and Closed Session items
- Water Supply Update

### **July 12, 2022 Special Board Workshop – COSS**

#### **July 21, 2022**

- Employee Recognition – Mike Andrews, 30 years
- Quarterly Treasurer's Report
- Distribution of FY23 District Budget
- Establish FY23 Appropriations Limit
- Receive and File Annual Report of Reimbursements and Compensation Paid to Directors and Other Expenses
- Notice of Completion for the Mechanical Dewatering Improvements and the San Dieguito Dam Improvements Projects (Projects J-1752/1753/1754)
- Update on Activities for SFID 100-yr Celebration
- Set Fixed Charge Special Assessment
- Annual Review of Records Retention Schedule
- CSDA Elections
- Consideration of GM's Proposed FY23 Performance Objectives

### **Summer/Fall, 2022 – Special Board Workshop – MOU 101**

**August 18, 2022**

- Authorize the General Manager to Execute Professional Services Contract for the AMI Customer Portal (and Consultant Demo)
- Closed Session – Labor Negotiations
- General Counsel Evaluation – Closed Session

**September 15, 2022**

- Employee Recognition – Jason Nunez, 5 years
- Waive Full Reading and Adopt Resolution No. \_\_\_\_ - \_\_\_\_, Approving the Amended Appendix of the District’s Conflict of Interest Code (even years)
- LAFCO Elections
- Review and Discussion of the 2022 Water Rate Proposal
- Schedule Public Hearing for November for Water Rates (as applicable)
- General Counsel Evaluation – Closed Session

**October 20, 2022**

- Employee Recognition
- Quarterly Treasurer’s Report
- Quarterly Board Expenses Report
- General Counsel Evaluation – Open and Closed Session

**Bullpen:**

- Alternative Energy
- LAFCO Municipal Service Review FY22
- Programmatic CEQA Adoption for Master Plan
- MOU Negotiation Timeline
- SDCWA Presentation – Infrastructure Funding Opportunities
- SD LAFCO – Legislation on out of service agreements update
- Updated Credit Card Policy