

VALLEY CENTER MUNICIPAL WATER DISTRICT

Regular Board Meeting
Monday, June 6, 2016
Time: 2:00 P.M.
Place: Board Room
29300 Valley Center Road
Valley Center, CA 92082

The Valley Center Municipal Water District Board of Directors' meeting was called to order by President Broomell at 2:00 P.M.

ROLL CALL

Board members present were: Directors Broomell, Polito, Aleshire, Haskell and Ferro. Staff members present were: General Manager Arant, General Counsel de Sousa, District Engineer Grabbe, Director of Operations Hoyle, Finance Director Pugh, IT Director Pilve, Manager of Accounting Velasquez, GIS/Engineering Services Supervisor Garcia, GIS Analyst Martinez, and Assistant Executive Assistant Lovelady. Spectators present were: John Christopher - Louis Berger Group, Jacqueline Howells – HGR, and Students, teachers and family members of the poster contest entrants from Lilac and Valley Center Elementary.

CONSENT CALENDAR

1. Upon motion by Haskell, seconded by Ferro and unanimously carried, the following consent calendar items were approved:

- Minutes of the Board meeting held May 16, 2016.
- Audit demand check numbers 143895 through 144072 for May 6 through May 26, 2016.
- Treasurer's Report for month ended April 30, 2016.
- Board of Directors' request for per diem compensation, reimbursement of expenses, and report of expenses.

PRESENTATION

2. Fourth Grade Water Awareness Poster Contest – Presentation of Awards:

The fourth grade students from Valley Center Elementary and Lilac Elementary Schools who participated in the Water Awareness Poster Contest were welcomed by President Broomell, along with their principals, teachers, parents and siblings.

Water Conservation Coordinator, Trish Garcia, reported that in addition to the poster contest the District had participated in the school's Ag Days and provides support for the Splash Lab and Green Machine at educational events.

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The Water Awareness Poster Contest theme was "Water for Life". The District received approximately 100 entries from both elementary schools with the top 12 posters being recognized. All the participants were congratulated for their excellent work.

1 st Place	Savannah Morrisette (Valley Center)
2 nd Place	Skyler McNamara (Valley Center)
3 rd Place	Nathalia Pina (Valley Center)

Honorable mentions were given to the following students:

Valley Center Elementary

Flayley Patterson
Maddie Latulippe
Natalie Allen
Jessica Martinez
Lily Nelson-Love
Diana Hernandez
Andrea Rafael Reynoso
Jaelyn Chaipos

Lilac Elementary

McKinnon Olson

The 2016 North County Water Agencies calendar will include the artwork of the top 3 winners.

PUBLIC HEARING

3. Public Hearing to Consider Electing to become a Groundwater Sustainability Agency for the San Luis Rey Valley Groundwater Basin Fiscal Year 2016-2017:

President Broomell opened the public hearing at 2:16 p.m. to receive input on the Valley Center Municipal Water District electing to become a Groundwater Sustainability Agency over portion of the San Luis Rey Valley Groundwater Basin (DWR Basin 9-7).

Based upon DWR mapping data District staff is aware that relatively small portions of the VCMWD service area over-lie the San Luis Rey Valley Groundwater Basin. Adoption of Resolution 2016-16 would serve as formal notification to the Department of Water Resources of the District's intent to become or form a GSA over the relevant portion of the Greater San Luis Rey Valley Groundwater Basin lying within the District's service area. Staff anticipates becoming a member of a larger GSA through Joint Powers Authority, rather than becoming a stand-alone GSA.

The public hearing was closed at 2:19 p.m.

Upon motion by Aleshire, seconded by Haskell and unanimously carried, the following Resolution, entitled:

RESOLUTION NO. 2016-16

**RESOLUTION OF THE BOARD OF DIRECTORS OF
VALLEY CENTER MUNICIPAL WATER DISTRICT
ELECTING TO BECOME A GROUNDWATER SUSTAINABILITY AGENCY FOR THE
SAN LUIS REY VALLEY GROUNDWATER BASIN (DWR BASIN 9-7)**

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

**4. Public Hearing to Consider Adoption of Proposed Water Availability Charges
for Fiscal Year 2016-2017:**

President Broomell opened the public hearing at 2:19 p.m. to receive input on the proposed water availability charges for Fiscal Year 2016-2017 on all property within the District.

The District holds a public hearing annually to receive public testimony on the water availability charge of \$10 per acre with a \$10 per parcel minimum, reported Manager of Accounting Velasquez. This charge has been in place at the same rate since FY 1995-96. The availability charge will generate a dedicated source of revenue of approximately \$585,000 for fiscal year 2016-17 which will be used for capital improvement projects. The District has received no written protest.

The public hearing was closed at 2:21 p.m.

Upon motion by Aleshire, seconded by Polito and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-02

**ORDINANCE OF THE BOARD OF DIRECTORS OF
VALLEY CENTER MUNICIPAL WATER DISTRICT
ESTABLISHING WATER AVAILABILITY CHARGES FOR
2016-2017 ON ALL PROPERTY WITHIN THE DISTRICT**

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

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5. Public Hearing to Consider Adoption of the Annual Sewer Service Charge for FY 2016-17 for the Woods Valley Sewer Service Area (SA1):

A public hearing to set the annual Woods Valley Sewer Service Charge for Fiscal Year 2016-2017 was opened at 2:22 p.m.

The Woods Valley Sewer Service Charge is collected as a fixed charge special assessment on the property tax rolls to finance the operation, maintenance and ultimate replacement of the Woods Valley Ranch Water Reclamation Facility. Only developed properties are assessed the sewer service charge, reported District Engineer Grabbe. The proposed assessment is \$1,183.20 per EDU, or \$98.60 per month. No protests to the sewer service charge were received.

The public hearing was closed at 2:24 p.m.

Upon motion by Aleshire, seconded by Haskell and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-04

ORDINANCE OF THE OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER MUNICIPAL WATER DISTRICT PLACING THE WOODS VALLEY SEWER SERVICE CHARGE ASSESSMENT FOR FY 2016-2017 ON PROPERTY WITHIN THE WOODS VALLEY SEWER SERVICE AREA ON THE SAN DIEGO COUNTY SECURED PROPERTY TAX ROLL

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

6. Public Hearing to Consider Adoption of the Sewer Standby Fee for FY 2016-2017 for Undeveloped Properties in the Woods Valley Sewer Service Area (SA1):

The public hearing to set the FY 2016-2017 Woods Valley Sewer Standby Fee for properties within the sewer service area was opened at 2:25 p.m.

The Standby Fee and Service Charge both finance the operation, maintenance and replacement of the Woods Valley Ranch Water Reclamation Facility, reported District Engineer Grabbe. Undeveloped property is assessed the Standby Fee which is collected on the property tax roll. Currently, there is only one remaining undeveloped property in this sewer service area.

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The proposed assessment is \$1,183.20 per EDU, or \$98.60 per month, the same as last year, and will generate \$1,183.20. No protests to the sewer standby fee were received.

The public hearing was closed at 2:25 p.m.

Upon motion by Ferro, seconded by Polito and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-05

**ORDINANCE OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER
MUNICIPAL WATER DISTRICT PLACING THE WOODS VALLEY SEWER STANDBY
FEE ASSESSMENT FOR FISCAL YEAR 2016-2017 ON PROPERTY WITHIN THE
WOODS VALLEY SEWER SERVICE AREA ON THE SAN DIEGO COUNTY
SECURED PROPERTY TAX ROLL**

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

7. Public Hearing to Consider Adoption of the Annual Sewer Service Charge and Grinder Pump Maintenance Charge for FY 2016-17 for the Woods Valley Ranch Water Reclamation Facility (WRF) Service Area 2:

A public hearing to set the annual Woods Valley Ranch WRF Service Area 2 Sewer Service Charge and annual Grinder Pump Maintenance Charge for Fiscal Year 2016-2017 was opened at 2:26 p.m.

The Woods Valley Ranch WRF Service Area 2 Sewer Service Charge and annual Grinder Pump Maintenance Charge is collected as a fixed charge special assessment on the property tax rolls to finance the operation, maintenance and ultimate replacement of the Woods Valley Ranch Water Reclamation Facility. Only properties connected to the system are assessed the sewer service charge, reported District Engineer Grabbe. The proposed sewer service assessment is \$1,183.20 per EDU, or \$98.60 per month. No protests to the sewer service charge were received.

Methodology for the Grinder Pump Maintenance Charge was developed in the "Engineer's Report for Sewer Service Charge, Woods Valley Ranch Water Reclamation Facility, Service Area 2" prepared by EFS Engineering, Inc. dated February 13, 2013. LBG reviewed the cost projections for the maintenance charge and concluded an annual cost of \$483 per EDU for a simplex (one pump) grinder pump unit serving one EDU would be sufficient. This amount **is slightly less** than the amount approved in 2013 and is equal to the current Low Pressure Maintenance

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Fee charged in the Moosa Service Area. Extrapolating this cost utilizing the methodology provided in the EFS report results in the Grinder Pump Maintenance Charges for different pump configurations as shown below

Grinder Pump Monthly Maintenance Charge Schedule								
EDUs per Pump →	1	2	3	4	5	6	7	8
Pump Unit Configuration	Annual Grinder Pump Maintenance Charge							
Simplex (1 pump)	\$483.00	\$555.60	\$628.20					
Duplex (2 pumps)		\$1,111.20	\$1,255.80	\$1,401.00	\$1,449.00	\$1,594.20	\$1,690.80	
Triplex (3 pumps)					\$2,173.80	\$2,391.00	\$2,535.60	
Quadplex (4 pumps)					\$2,898.00	\$3,187.80	\$3,381.00	\$3,477.60
Pump Unit Configuration	Monthly Grinder Pump Maintenance Charge							
Simplex (1 pump)	\$40.25	\$46.30	\$52.35					
Duplex (2 pumps)		\$92.60	\$104.65	\$116.75	\$120.75	\$132.85	\$140.90	
Triplex (3 pumps)					\$181.15	\$199.25	\$211.30	
Quadplex (4 pumps)					\$241.50	\$265.65	\$281.75	\$289.80

The public hearing was closed at 2:33 p.m.

Upon motion by Polito, seconded by Ferro and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-06

ORDINANCE OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT PLACING THE WOODS VALLEY RANCH WATER RECLAMATION FACILITY SERVICE AREA 2 SEWER SERVICE CHARGE AND GRINDER PUMP MAINTENANCE CHARGE ASSESSMENT FOR FISCAL YEAR 2016-17 ON PROPERTY WITHIN THE WOODS VALLEY RANCH WATER RECLAMATION FACILITY SERVICE AREA 2 ON THE SAN DIEGO COUNTY SECURED PROPERTY TAX ROLL

was adopted by the following vote, to wit:

- AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro**
- NOES: None**
- ABSENT: None**

8. Public Hearing to Consider Adoption of the Sewer Standby Fee for FY 2016-2017 for Undeveloped Properties in the Woods Valley Ranch Water Reclamation Facility (WRF) Service Area 2:

The public hearing to set the FY 2016-2017 Woods Valley Ranch WRF Sewer Standby Fee for properties within the sewer service area 2 was opened at 2:34 p.m.

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Prior to completion of construction of the Phase 2 Facilities the Standby Fee assessment is used to fund capacity reservation expenses including establishment of an Operation and Maintenance reserve for the Phase 2 Facilities, buy-in to the existing replacement reserve and buy-in to the system upgrades installed since completion of the Phase 1 Facilities reported District Engineer Grabbe. After construction is completed, the Standby Fee is for maintaining the participant's capacity reservation through funding certain operation and maintenance costs and contribution to the replacement reserve. Undeveloped property is assessed the Standby Fee which is collected on the property tax roll.

The proposed assessment is \$550.32 per EDU, or \$45.86 per month, the same as last year. No protests to the sewer standby fee were received.

The public hearing was closed at 2:36 p.m.

Upon motion by Polito, seconded by Haskell and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-07

**ORDINANCE OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER
MUNICIPAL WATER DISTRICT PLACING THE WOODS VALLEY RANCH WATER
RECLAMATION FACILITY SERVICE AREA 2 SEWER STANDBY FEE
ASSESSMENT FOR FISCAL YEAR 2016-17 ON PROPERTY WITHIN THE WOODS
VALLEY RANCH WATER RECLAMATION FACILITY SERVICE AREA 2 ON THE
SAN DIEGO COUNTY SECURED PROPERTY TAX ROLL**

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

ACTION AGENDA

9. Adoption of Fixed Charge Special Assessment for Unpaid Water and Other Services:

Adoption of Ordinance No. 2016-03 to set the FY 2016-2017 fixed charge special assessment for unpaid charges for water and other services, was requested by Manager of Accounting Velasquez.

The Water Code authorizes the District to add delinquent and unpaid charges for water and other services to the property taxes of the property using the water or service. Delinquencies must be unpaid for at least 60 days and have a lien recorded

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against the property before going on the tax roll. There are currently seven parcels with delinquencies totaling \$6,604.10 eligible to go on the tax roll for 2016-2017.

Upon motion by Polito, seconded by Ferro and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-03

ORDINANCE OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT PLACING FIXED CHARGE SPECIAL ASSESSMENTS FOR 2016-2017 ON PROPERTY FOR UNPAID CHARGES FOR WATER AND OTHER SERVICES PURSUANT TO WATER CODE SECTIONS 72094, 72100, 72102 ON THE SAN DIEGO COUNTY SECURED PROPERTY TAX ROLL

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

10. Revenue and Expense Projections for the Proposed FY 2016-2017 Budget:

An overview of the District's preliminary revenue and expense projections for Fiscal Year 2016-17 was presented by Accounting Manager Velasquez. She reported that the projected water operating costs will exceed the expected revenues in the coming year by \$988,193, which will be offset with the use of general property tax revenues leaving \$1,107,807 for capital improvement projects. The wastewater revenues for Lower Moosa Canyon and Woods Valley WRF are expected to cover the wastewater operating costs and related capital improvements.

Water sales for 2016-17 is being budgeted at 20,000 acre feet, 71% of it is for agriculture. Water sales for Fiscal Year 2016-17 are budgeted at 13% less than prior year budget of 23,000 acre feet. Water sales for the current fiscal year are estimated to come in at 19,700 acre feet.

Included in the Preliminary Budget Numbers for 2016-2017 are anticipated rate increases of 6.9% for domestic and 8.3% for the Transitional Special Agricultural Water Rate (TSAWR) customers. These rates would be effective with the District's February 1, 2017 invoicing. The figures above include a 10% increase in the local component.

In addition, a 10% increase in the pumping rates is recommended. The pumping rates have not been increased since January 2006.

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The monthly meter service charge is proposed to increase by 10%; raising the price of the ¾-inch meter from \$36.30 to \$39.93 per month, and a 1-inch from \$49.59 to \$54.55.

Staffing is proposed at 63 full-time equivalents, with two retirements pending for December. As of January 1, 2017 the District will be back to 62 full-time regular employees. Included in the budget is an estimated 2.00% COLA adjustment proposed for FY 2016-17.

Total operating expenses, excluding Source of Supply, are projected at \$11,347,008. This is \$15,243 or 0.1% higher than the current budget.

The Lower Moosa monthly wastewater service charge and the low pressure wastewater collection system maintenance fee are proposed to increase by 5%; raising the service charge from \$51.20 to \$53.76 per month and the low pressure wastewater collections system maintenance fee from \$42.25 to \$44.36. These rates would be effective with the February 2017 invoicing.

The Woods Valley Ranch sewer service charge and sewer standby fees are unchanged at \$98.60 per EDU and are collected on the tax roll.

The Woods Valley Ranch Wastewater Expansion Project sewer standby fees for the coming fiscal year are \$550.32 per EDU. In addition sewer service charges and grinder pump maintenance charges for those properties requiring a grinder pump unit will be collected as a fixed charge special assessment on the property tax roll. The fees in the coming year will be \$1,183.20 and \$483.00.

Capital projects for the coming year are budgeted at \$1,600,500. Water projects total \$1,301,500. Capital projects for wastewater include \$224,000 for the Moosa and \$75,000 for Woods Valley Ranch.

The District currently has approval for a State Revolving Fund (SRF) Loan totaling \$30,735,000 for the Woods Valley Expansion.

Budget Policy Review – There are four reserve categories as follows:

Rate Stabilization - Water and Pumping

Operating – Emergency/Natural Disaster

Restricted – Moosa, Woods Valley Ranch & Benefit Plan Liability

Capital – Continuing Projects, Capacity Charges & Capital Improvements

Fees and Charges: Each water and wastewater fund shall be self-sufficient and any changes in wholesale charges will be passed through to the customers.

Debt: Any new long term debt can only be used to fund capital projects.

One-Time and Unpredictable Revenues: Will be charged to the source of receipt and cannot be relied upon for operations.

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The Budget will be balanced, using revenues and reserves.

Revenue Diversification: Cover at least half of fixed costs from fixed revenues.

Contingencies: In the event of Emergencies, per Article 225.

11. Adoption of San Diego Integrated Regional Water Management Plan in Support of Yuima Municipal Water District:

Adoption of Resolution No. 2016-17 formally supports/adopts the San Diego Integrated Regional Water Management Plan. The District has always supported the IRWM through its participation as a member agency of the San Diego County Water Authority. By adopting Resolution No. 2016-17 the District is also supporting Yuima MWD's application for \$1.75M DWR grant for the potential formation of the Pauma Valley Groundwater Sub-Basin Groundwater Sustainability Agency (GSA) and Groundwater Sustainability Plan. There are no requirements or financial obligations of Adoption of Resolution No 2016-17.

Upon motion by Polito, seconded by Haskell and unanimously carried, the following resolution, entitled:

RESOLUTION NO. 2016-17

RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT FORMALLY ADOPTING THE 2013 SAN DIEGO INTEGRATED REGIONAL WATER MANAGEMENT PLAN

was adopted by the following vote, to wit:

AYES: Directors Broomell, Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: None

GENERAL MANAGER'S AGENDA

12. Miscellaneous:

General Manager Arant reported on the following miscellaneous items:

- Drought Status Update SDCWA to have a Special Board meeting on June 9th taking action to approve SDCWA's application for Self-Certification of Local Water Supply Sufficiency meeting the needs of their member agencies. If state agrees with SDCWA's certification then our mandatory conservation level is zero. The Certification takes place on a local and regional level.

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Metropolitan Water District has eliminated the 15% reduction. District Staff has notified TWSAR customers that the 15% reduction has been lifted. District Staff will notify customers as soon as the state board takes action on our certification. Even though our mandatory reduction is zero the District will still be enforcing the water conservation rules that the Governor has made permanent.

- SDCWA Twin Oaks Valley Water Treatment Plant Expanded Service Area project is complete. Essentially this project allows for water to travel from Carlsbad Desal Plant to Twin Oaks where it is blended and then on to the VC Pump Station with this expansion they are able to put more water through the 2A pipeline.

GENERAL COUNCIL

13. General Counsel de Sousa Mills reported on the following items:

- A Regulation by the State Water Resources Control Board imposed on all Water Systems to fund SWRCB operations for the Safe Drinking Water Act. One of the Budget Trailer Bills increases the cap of the amount that the State Board can obtain through these fees. This will probably increase the District's fee that we currently pay.

BOARD OF DIRECTORS

14. Director Ferro reported on attending his first ACWA conference. While at the conference he was able to complete his sexual harassment and ethics training.

CLOSED SESSION

15. A closed session was called by President Broomell at 3:30 p.m. pursuant to:

- **Government Code §54957.6 – Conference with Labor Negotiators:**

Agency Representative: Gary Arant, General Manager
Employee Organization: Valley Center MWD Employee Association

- **Government Code §54957 – Public Employee Performance Evaluation:
General Manager**

- **Government Code §54957.6 – Conference with Labor Negotiators:**

Agency Designated Representatives: Board of Directors
Unrepresented Employee: General Manager

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RECONVENE

- 16. The regular Board of Directors meeting reconvened at 3:42 p.m. On the Labor Negotiations Item involving the VCMWD Employee Association, the Board took action as follows:**

Upon motion by Aleshire, seconded by Haskell and unanimously carried, the Board unanimously approved a Memorandum of Understanding with the Valley Center Municipal Water District Employee Association for Fiscal Years 16-17, 17-18, and 18-19, providing for a salary increase of 2% for Fiscal Year 2016-17, and for Fiscal Years 2017-2018 and 2018-2019, salary increases based on CPI (as specified in the MOU) with a floor of 1.75% and cap of 4.50%

There was no reportable action taken on the remaining closed session agenda item.

ACTION AGENDA (Cont'd)

- 17. Adoption of Annual Assessments for the Woods Valley Ranch Wastewater Expansion Project Assessment District 2012-1:**

Adoption of Ordinance No. 2016-08 to set the FY 2016-2017 annual assessment amounts for Assessment District 2012-1 to establish a restricted debt service for the repayment of the Clean Water State Revolving Fund Loan for the Woods Valley Ranch Wastewater Expansion Project (Expansion Project), was requested by District Engineer Grabbe.

The financing agreements with the State Water Resources Control Board (SWRCB) for the Expansion Project require that the District establish a Restricted Debt Service Reserve equal to one-year's annual debt service prior to the completion of the projects. Total annual debt service for the Expansion Project is estimated at approximately \$1.8M and completion of the four project components is scheduled to occur during FY 2016-17. All parcels participating in the Expansion Project will be assessed their proportionate share of the annual debt service in accordance with the assessment methodology presented in the engineers' reports approved with the formation, annexation and modification of the assessment district.

Upon motion by Aleshire, seconded by Haskell and unanimously carried, the following ordinance, entitled:

ORDINANCE NO. 2016-08

ORDINANCE OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT PLACING FIXED CHARGE SPECIAL ASSESSMENTS FOR FISCAL YEAR 2016-2017 ON PROPERTY WITHIN ASSESSMENT DISTRICT NO. 2012-1 ON THE SAN DIEGO COUNTY SECURED PROPERTY TAX ROLL

was adopted by the following vote, to wit:

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AYES: Directors Polito, Aleshire, Haskell and Ferro

NOES: None

ABSENT: Broomell

ADJOURNMENT

18. Upon motion by Aleshire, seconded by Haskell and unanimously carried, the regular meeting of the Board of Directors was adjourned at 3:51 p.m.

ATTEST:

ATTEST:

President

Secretary

Approved at a regular meeting of the Board of Directors on June 20, 2016