

VALLEY CENTER MUNICIPAL WATER DISTRICT

Regular Board Meeting

Monday, January 19, 2021

Time: 2:00 P.M.

Place: Board Room

29300 Valley Center Road

Valley Center, CA 92082

Due to the COVID-19 State of Emergency and pursuant to waivers of certain Brown Act provisions under the Governor's Executive Orders, the VCMWD Board Meeting was conducted via Web Conference and Live Steam.

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

President Polito established for the record that all Directors were able to hear the proceedings, that all members of the Board were able to hear the Directors participating by teleconference clearly, and that all votes would be taken by a roll call vote pursuant to the provisions of the Brown Act.

PUBLIC COMMENTS

President Polito established for the record the process by which public comments are received by the Board; this process was also described in the Agenda for the meeting. It was announced that no public comments had been received for this meeting.

ROLL CALL

Board members present were President Polito and Director Ferro, with Vice-President Haskell, Director Holtz, Director Smith and General Counsel de Sousa teleconferencing. Staff members present were: General Manager Arant, District Engineer Grabbe, Director of IT Pilve, Construction/Maintenance Supervisor Lovelady, Manager of Accounting Velasquez, Safety and Regulatory Compliance Supervisor Olson, Project Manager Carrillo and Executive Assistant Peraino; with Jacqueline Howells (HGR) teleconferencing.

SPECIAL STAFF ACKNOWLEDGEMENT

General Manager Arant presented Greg Hoyle, Director of Operations and Facilities (retiring January 22, 2021) with a crystal award for his 30 plus years with VCMWD.

APPOINTMENT OF OFFICERS

By statute, the District is required to select new officers every odd year at the first meeting in January.

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1. **Upon motion by Ferro, seconded by Smith and unanimously carried, Robert A. Polito was reelected President.**

President Polito asked Vice President Haskell if he wanted to remain on the Board as Vice President; Haskell informed the Board that he did not wish to serve another term. Following Vice President Haskell's request to relinquish his position as Board Vice President, the Board voted as follows:

2. **Upon motion by Holtz, seconded by Haskell and unanimously carried Enrico P. Ferro was elected Vice President of the Board of Directors.**

CONSENT CALENDAR

3. **Upon motion by Ferro, seconded by Smith and unanimously carried, the following consent calendar items were approved:**

- Minutes of the Board meeting held December 21, 2020
- Audit demands check numbers 159075 through 159299 for December 11, 2020 through January 7, 2021
- Treasurer's report ending November 2020
- Expense Reimbursement Disclosures (quarter ending December 31, 2020)

ACTION AGENDA

4. **Approval of Professional Services Agreement with Interface Automation for HMI/SCADA Programming and Migration for the Lower Moosa Canyon Water Reclamation Facility:**

Project Manager Carrillo gave an overview of the HMI/SCADA Programming and Migration Upgrade Project for the Lower Moosa Canyon Water Reclamation Facility (Moosa). Approval to waive certain selection requirements and authorize an agreement with Interface Automation was requested to complete the migration of the Wonderware HMI software to Ignition for all the systems and unit processes at Moosa, including the Islands Lift Station. Some upfront modifications to the control system and hardware installations would be required in order for the migration to be implemented but would be accomplished by District forces with some minor outside professional assistance.

Project manager Carrillo provided the following background information of the need for the conversion of the HMI software to the Inductive Automation Ignition product. The HMI (Human Machine Interface) software provides the computer interface between the equipment control systems and the plant operators. Beginning in 2004 at the Woods Valley Ranch WRF, Wonderware InTouch HMI software had been utilized throughout the District's SCADA system, WVR, Moosa and the Water operations. Wonderware had become expensive to maintain support services with the cost of upgrading multiple licenses to current versions rising. Upgrading to the

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latest version of Wonderware would require the bulk of the HMI coding to be rewritten. The new Wonderware version had changed to the point where the HMI coding used with the older versions would not be compatible with the latest version and, in addition, Wonderware would eventually no longer continue to support their earlier versions.

Rather than upgrade to the newest Wonderware product and rewrite the HMI coding in Wonderware, staff had previously, in 2016, evaluated other, less expensive, HMI products. After careful review, staff had recommended at that time the Ignition software product by Inductive Automation to replace the Wonderware InTouch product. At that time the District decided, with Board approval, to start the conversion process from Wonderware to Ignition as part of the Woods Valley WRF Phase II Expansion. As part of that project, the District hired an integrator to migrate the existing Wonderware HMI software Ignition and integrate the expansion facilities into the SCADA System using Ignition.

With FY 2017-18 Budget, additional funding for the Moosa SCADA project was approved to include the migration of the facility's Wonderware HMI software to Ignition (total funding allocation of \$245,861). Project Manager Carrillo provided an update on the overall project and budget, outlining the completed and remaining tasks; concluding that sufficient funding remained in the project authorization to complete the remaining tasks, including the migration of the HMI software. The migration project and update, including all the software and gear is available in the current project budget.

The HMI migration to the Ignition software package is very specialized and requires the integrator know and understand of our SCADA system and standards. Project Manager Carrillo explained that the migration work would include the programming of the RAS/WAS pumps to pace their speed relative to the influent flow meter, modify the remaining PLC programming to match Ignition tag logic, and finally migrate the HMI software. In response to questions, Project Manager Carrillo explained that the programming work would be done offsite and later uploaded and tested onsite.

District staff has previously worked with Richard Torres of Interface Automation on many miscellaneous tasks both at the Woods Valley Ranch and Moosa facilities. Staff has also worked with other integration consultants, but Mr. Torres has a proven track record with the District, has reasonable hourly rates and knows our system; in addition, they are local, enabling them to expeditiously deal with any issues that may arise. As such, staff requested a proposal for the work only from Interface Automation.

Because of the unique requirements of the work, Interface Automation's past performance, the relatively small size of this task and Interface Automation's reasonable rates, staff recommended adoption of Resolution No. 2021-01 waiving the selection requirements of Article 135.5 and awarding the SCADA/HMI Programming and Migration Professional Services Agreement in the amount of \$51,000 to Interface Automation for the Moosa HMI/SCADA Migration and Control Upgrade Project.

Upon motion by Ferro, seconded by Smith and unanimously carried, the following resolution, entitled:

RESOLUTION NO. 2021-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF
VALLEY CENTER MUNICIPAL WATER DISTRICT TO
AWARD THE HMI/SCADA PROGRAMMING AND MIGRATION
PROFESSIONAL SERVICES AGREEMENT FOR THE
MOOSA HMI/SCADA MIGRATION AND CONTROL UPGRADES PROJECT
[PROJECT NO'S. 13-06-78-53730]**

was adopted by the following vote, to wit:

AYES: Directors Polito, Ferro, Haskell, Holtz and Smith
NOES: None
ABSENT: None

5. Link Postings on Valley Center Municipal Water District Website – Policy, Practice Discussion, and Direction:

General Manager Arant provided a presentation after a recent request to place a water conservation related link on the District website resulted in a request to bring the issue to the full Board for formal policy discussion. The VCMWD website currently has 37 links posted with links to other water agencies, including MWD and the SDCWA; recognized water associations, such ACWA and AWWA; public agencies serving our serviced area in some capacity, educational institutions providing water/wastewater related educational and training opportunities; and agricultural related public agencies and associations providing educational, training and scientific information to agriculture, which is still our largest water demand segment. In placing these links on the website, staff has full confidence that the public will receive consistently appropriate information from these entities.

From time to time, staff receives requests from members of the public, advocacy groups, other types of associations, private companies selling water-related merchandise and advertising water-related trade associations. The District has maintained an internal policy to not place these links on our website for a number of reasons. General Manager Arant shared the present example of the request to post links on the District's website. The request was to post a "Water Cycle Glossary of Terms" which had been found through a student's independent research; while the terms were appropriate, the glossary was connected to a private commercial website marketing various product. At the top of the glossary, there was a yet another link, taking the viewer to website featuring information about the hydrologic cycle with marketing related graphic images.

Given these factors, staff expressed that the current link posting policy and practice should remain in place. Report was received by the Board of Directors.

INFORMATIONAL ITEMS

6. Overview of the Lake Turner Dam Emergency Action Plan and Dam Inundation Study:

An informational item was presented by Safety and Regulatory Compliance Supervisor Olson to provide the Board an opportunity to review the Lake Turner Dam Emergency Action Plan and Dam inundation Study. A brief presentation was given on the history of Lake Turner as well as the background on the California Legislature passed in 2017 requiring all state regulated dams to develop inundation maps and emergency action plans (EAP). The inundation map is submitted to and approved by the Division of Safety of Dams and the EAP is approved by the California Office of Emergency Services.

The purpose of the EAP is to reduce the risk of loss of human life or injury; identify unusual and unlikely conditions that may endanger the dam; take mitigating actions, steps to notify the appropriate emergency management authorities; and minimize property damage in the event of a potential or actual emergency situation associated with Turner Dam. Included in the plan are notification charts, example events, corresponding emergency levels, possible remediation actions, facilities and jurisdictions impacted and incident templates.

District staff developed the plan and it was reviewed by the District Engineer, the Director of Operations/Facilities and the General Manager. Since the County of San Diego and the Sheriff Department have jurisdiction over public notification and evacuation in the event of an emergency, it was essential that they were included in the development of the plan. Staff held a meeting on August 20, 2019 to discuss the EAP and evacuation planning in the event of a dam emergency with Joe Napier, *Fire Chief* with the Valley Center Fire Department and Pat Shannon, *Lieutenant* with the Valley Center Sheriff Department.

Information provided by the County of San Diego from the 2018 Dam Emergency Response Plan was also incorporated in this EAP. Chang Consultants completed the initial Turner Dam Inundation study on December 13, 2018. Based on the comments received on February 19, 2019 from the DSOD, Chang Consultants addressed the comments and resubmitted the revised plan on June 26, 2019. This revised plan was approved on June 26, 2019 by DSOD. Initial submittal deadline for the EAP was January 1, 2019. A comment letter from the California Office of Emergency Services was received by the District on March 16, 2020, right before the pandemic. Staff has completed the necessary revisions to the EAP and will be resubmitting the revised plan for approval.

No action required, informational item only.

7. Update on the Financial Impacts of COVID-19:

An update on the financial impacts of the COVID-19 Pandemic was provided Manager of Accounting Vanessa Velasquez. The sales volume for December 2020 was 1,259.2-acre feet with outstanding balances of \$3,293,881 representing 7,129 accounts. December 2019 had sales of 418.8-acre feet with total outstanding balances of \$1,326,643 with 5,700 accounts.

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Comparing December 2020 to 2019, the percentage of outstanding balances over 30 days was 26.93% in 2019 valued at \$357,240 compared to 16.02% and \$527,657 in 2020. The increase in the outstanding balance total is a direct correlation to an increase in the volume of water sold year over year.

VCMWD customers continue to pay their water bills as they have always done. The financial impact has been minimal at this time. Staff will continue to monitor and report the results to the Board on a regular basis.

8. Miscellaneous:

The following miscellaneous items were reported by General Manager Arant:

- The contract extension for the Corporate and Lower Moosa Canyon Solar Array Projects expires on February 2, 2021. It was reported that High Mountain LLC is currently negotiating with a financial source and a follow up will be given at the next Board Meeting.
- An overview of the CARB Clean Fleet Rules was given and shared the position of the Coalitions (ACWA, CMUA, SCPA and others).
- ACWA Region 10 for San Diego County has a position vacancy for the remainder of 2021, with nominations needing to be received by February 11, 2021.
- The November 2020 Monthly Status Report was received.

9. District General Counsel's Agenda

General Counsel de Sousa reported on SB 223, recently introduced by Senator Dodd, which, if adopted, will further revise the legal requirements related to termination of water service for nonpayment.

CLOSED SESSION

10. A closed session was called by President Polito at 3:50 p.m. pursuant to:

- **Government Code §54956.9(d)(1) - Conference with Legal Counsel - Existing Litigation:**
Valley Center Municipal Water District v. Charles Ruban & Michele Ruban, et al.
San Diego County Superior Court Case No. 37-2019-00004177-CU-OR-NC
- **Government Code §54957 - Public Employee Performance Evaluation:**
Unrepresented Employee: *General Manager*
- **Government Code §54957.6 - Conference with Labor Negotiators:**
Agency Designated Representatives: *Board of Directors*
Unrepresented Employee: *General Manager*

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NOTE: Director Smith left the Board Meeting at 4:04 PM.

RECONVENE

11. The Board came out of closed session at 4:32 p.m. with no reportable action.

ADJOURNMENT

12. **Upon motion by Ferro, seconded by Holtz and unanimously carried, the regular meeting of the Board of Directors was adjourned at 4:36 p.m.**

ATTEST:

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Robert Polito, *President*

Kirsten Peraino, *Secretary*

Approved at a regular meeting of the Board of Directors on February 16, 2021