



MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE EAST ORANGE COUNTY WATER DISTRICT (EOCWD)

July 16, 2020

1. Call to Order. A Regular Meeting of the Board of Directors of the East Orange County Water District was called to order by Board Director President DOUGLASS DAVERT at 5:01 p.m. on Thursday, July 16, 2020, with Director DULEBOHN leading the Pledge of Allegiance. Pursuant to California Governor’s Executive Order No. N-29-20, there was no public location for attending this board meeting in person. JEFF HOSKINSON, Secretary, recorded the minutes of the meeting, attending via videoconference.

The following Directors attended the meeting, pursuant to Executive Order N-29-20, via videoconference: RICHARD BELL, DOUGLASS DAVERT, JOHN DULEBOHN, GEORGE MURDOCH, and JOHN SEARS.

Also present were:

LISA OHLUND	General Manager (In-Person)
JERRY MENDZER	Operations Manager (In-Person)
JEFF SMYTH	Engineering Manager (In-Person)
SYLVIA PRADO	District Administrative Assistant (In-Person)
JEFF HOSKINSON	District Secretary and Legal Counsel (Videoconference)
HON. JOHN LEWIS	Lewis Consulting

2. Public Communications to the Board. None presented, and Sylvia Prado confirmed that no public comments were received via e-mail.

3. Addition of Items Arising After Posting of Agenda Requiring Immediate Action.
(Requires 2/3 vote or unanimous vote if less than 2/3 of members are present)

ACTION TAKEN: No items added to the agenda.

4. Consent Calendar.

The Board, on motion from SEARS, seconded by BELL, approved, by unanimous roll call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, and 0 nays, the Consent Calendar items as follows:

- A. Minutes:** THE MINUTES OF THE JUNE 18, 2020 REGULAR MEETING OF THE BOARD WERE APPROVED AS SUBMITTED;
- B. General Manager’s Report:** THE GENERAL MANAGER’S REPORT WAS RECEIVED AND FILED;

- C. Fair Political Practice Commission – Regulation Changes: THE BOARD RECEIVED THE REPORT FOR INFORMATIONAL PURPOSES ONLY;**
- D. Award of a Contract to Sancon Technologies for ID1 Pipeline Rehabilitation (“CIPP”) Project: THE BOARD AWARDED A CONTRACT IN THE AMOUNT OF \$233,485.00 TO SANCON TECHNOLOGIES AND AUTHORIZED THE GENERAL MANAGER A \$22,000 CONTINGENCY TO ADDRESS ANY UNANTICIPATED CONDITIONS, FOR A TOTAL BUDGET OF \$250,485, FOR THE ID1 CIPP PROJECT;**
- E. Per – and Poly – Fluoroalkyl Substances (“PFAS”) Status Report: THE BOARD RECEIVED AND FILED THIS REPORT.**

5. Action/Presentation Calendar.

A. Amendments to Nitrification Action Plan. General Manager Ohlund presented the item, providing a historical reference as to the impacts of nitrates on EOCWD’s water systems and the need for the updated Nitrification Plan to deal with nitrification mitigation, particularly during low demand periods. Director BELL added that a longer presentation on this topic was provided to the Engineering and Operations (“E&O”) Committee, and the E&O Committee supports the proposed amendments.

Operations Manager Jerry Mendzer provided an overview of the Brown and Caldwell study and draft Plan, including a summary of the objectives for the Plan. Mr. Mendzer discussed the analysis involved, including chemical analyses based on available data since 2016 and the nature of the District’s various water zones.

Mr. Mendzer provided an overview of the process EOCWD utilized in determining its existing water quality, influent nitrite levels, and the location of the most affected areas, in order to develop the most suitable nitrification indicators and the appropriate trigger levels for treatment. That analysis has been set forth in the Draft Revised Nitrification Plan, or 2020 Nitrification Control Plan (“Plan”), which is a more robust plan than the most recent 2007 Plan.

EOCWD’s study set forth the basis for the conclusions within the Plan, including treatment measures, monitoring program, and nitrification prevention controls. Actions for nitrification include quick response plans, revisiting trigger levels and response actions based on water quality data and an analysis of outcomes based on actions taken. EOCWD also plans to engage the Metropolitan Water District of Southern California (“MET”) and MWDOC to discuss suboptimal water quality at entry points, and again requesting that retail agencies take a minimum amount of water on a routine basis so as to minimize the need for flushing.

Director DULEBOHN complimented the report, and asked if it would be shared with the Wholesale Zone customers. Ms. Ohlund confirmed that it will be, and that EOCWD will be setting up a meeting to discuss this, along with other Wholesale Zone issues.

ACTION TAKEN: The Board, on motion by DULEBOHN, seconded by MURDOCH, approved that the Board ratify the financial costs associated with the implementation of the proposed 2020 Nitrification Control Plan in the amount of \$194,000, as presented, by roll call vote with BELL, DULEBOHN, MURDOCH, SEARS, and DAVERT voting aye, and 0 nays,.

B. COVID-19 Status Report. Ms. Ohlund presented the item, discussing the status and actions taken at the District Office in response to the COVID-19 pandemic. Ms. Ohlund referenced that they had been looking to reopen the offices to the public in July, but have delayed such action in light of recent events. Relative to retail water service, Ms. Ohlund discussed that approximately \$20,000 of outstanding balances remain unpaid by customers in the Retail Zone, such that the District intends to reinstate late fees—the authority for which has already been delegated to Ms. Ohlund, but she desired to understand the Board’s preferences in such regard.

President DAVERT expressed his support for the action, with the caveat that Ms. Ohlund retain the discretion to allow a grace period to waive late fees if delinquent fees are paid within a certain amount of time.

ACTION TAKEN: The Board, on motion by DULEBOHN, seconded by SEARS, received and filed the COVID-19 Status Report and ratified the General Manager’s discretion to reinstitute late fees for unpaid water bills subject to the discretion granted in Emergency Resolution No. 873 adopted on March 19, 2020, and with added discretion to allow for a grace period to waive fees to encourage the payment of unpaid fees, by unanimous roll call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, 0 nays.

C. Request for Fiscal Year 2020/21 CIP Budget Amendment. Ms. Ohlund presented the item, indicating that this was primarily a Supervisory Control and Data Acquisition (“SCADA”) item. This was an amendment to the budget to place the SCADA system back in this budget, as this item had originally been deferred but, upon further reflection, realized that it could result in duplicative programming costs if not included in this year’s budget and projects. Director DULEBOHN inquired as to incorporation of smart manholes, to which Ms. Ohlund responded that we will be including tying these into SCADA in a future phase. Ms. Ohlund also confirmed that these funds would be derived from existing reserves.

ACTION TAKEN: The Board, on motion by DULEBOHN, seconded by BELL, approved the Fiscal Year 2020/21 CIP Budget Amendment of \$700,000 from the 2020/21 and 2021/22 Wholesale Zone CIP Budget and \$220,000 from the 2020/21 and 2021/22 Retail Zone CIP Budget, as presented, for the SCADA System Upgrade project, by unanimous roll call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, 0 nays.

D. Personnel Salaries/Benefits & Changes to Personnel Handbook – Resolution No. 882. Ms. Ohlund presented this item, providing a general overview and discussion on the actions provided by the resolution, including ratification of the salary schedule and modification of flexible working schedule.

ACTION TAKEN: The Board, on motion duly seconded, approved Resolution No. 882 entitled “RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST ORANGE COUNTY WATER DISTRICT ADOPTING THE FY 2020/2021 SALARY SCHEDULE, AND APPROVING MODIFICATIONS TO THE PERSONNEL POLICY MANUAL.”

E. Strategic Plan Update. Ms. Ohlund provided a Powerpoint presentation and overview of the District’s status relative to implementation of the 2019 Updated Strategic Plan, inclusive of the strategic goals set forth therein. Ms. Ohlund reviewed the status of the District’s activities as to each of the 62 discrete objectives identified in the Plan.

ACTION TAKEN: The Board, on motion by DULEBOHN, seconded by SEARS, received and filed the Strategic Plan Update. by unanimous roll call vote BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, 0 nays,

6. Miscellaneous Matters.

A. Financial Matters

- i. Approval of schedules of disbursements
- ii. Report on investments / ratification of investment activity
- iii. Receipt and filing of financial statements (May 31, 2020)

ACTION TAKEN: The Board, on motion by DULEBOHN, seconded by MURDOCH, approved the Schedule of Disbursements for Consideration, ratified and approved the Schedules of Investments, and received and filed the Financial Statements and Reports, by unanimous roll call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, 0 nays.

B. Wholesale and retail water usage report – June 2020. Ms. Ohlund reviewed several statistics from the report, including the total water sold in the Wholesale Zone (representing a 9% decrease from the prior year) and the Retail Zone (44 acre-feet per year less than average). Ms. Ohlund pointed out that based on those numbers, the District is maintaining a 36 percent reduction in water use as compared to 2013-14, the highest usage year in the past 10 years.. Director DULEBOHN made a brief observation in support of identifying future solutions to treat the District’s 10 CFS raw-water capacity in the Santiago Aqueduct; Ms. Ohlund commented that it remains a goal of the agency, but the economics of it did not yet support it as a solution.

ACTION TAKEN: The Board, on motion by BELL, seconded by SEARS, received and filed the wholesale and retail water usage report, by unanimous roll call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, 0 nays.

C. Directors' reports on meetings attended at District expense (Government Code Section 53232.3) and Directors' comments. The Directors reported attendance at a variety of events, via videoconference participation, including:

Director SEARS: Foothill Community Association Board Meeting on July 2; Water Advisory Committee Meeting on July 10; EOCWD Administrative Finance Committee Meeting on July 10; and the North Tustin Fire Safe Council Meeting on July 14.

Director DAVERT attended an Association of California Cities of Orange County (ACC-OC) water conference meeting, as well as the EOCWD Finance Committee meeting and a Pre-Agenda meeting on July 10. Director DAVERT also attended the monthly Orange County Local Agency Formation Commission ("LAFCO") meeting.

Director DAVERT commented on the California Special Districts Association ("CSDA") elections, and alleged voting irregularities that resulted in incumbent Arlene Shaffer being elected over Greg Mills, he noted his disappointment with CSDA.. Mr. DAVERT also discussed a recent Santa Monica appellate case that made certain findings that may impact EOCWD's redistricting effort. Director DAVERT also announced his new position as Assistant General Manager at Yorba Linda Water District.

Directors DULEBOHN, BELL, and MURDOCH had no meetings to report, though Director MURDOCH indicated plans to attend the upcoming Association of California Water Agencies ("ACWA") Virtual Conference.

D. Monthly Legislative & Outreach Report. Hon. John Lewis of Lewis Consulting made a presentation to the Board based on his written report, including updates on the Orange County Board of Supervisors and LAFCO. Mr. Lewis also discussed recent Presidential polling, as well as the fact that, based on initial Census data, California will likely lose a congressional seat.

7. Informational Items

A. General interest publications. Ms. Ohlund pointed out that she included a La Nina article. Director BELL commented on forecast for a dry Fall and dry Winter, though the coupling of equatorial water temperature and our weather is not as strong as it once was.



8. Adjournment.

The Board adjourned the meeting at 6:32 p.m. The scheduled date of the next Regular Meeting of the Board of Directors is **August 20, 2020**, at 5:00 p.m., in the offices of the East Orange County Water District, 185 N. McPherson Road, Orange, California.

Respectfully submitted,

Jeffrey A. Hoskinson