



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

**May 20, 2021**

**Call to Order.** A Regular Meeting of the Board of Directors of the East Orange County Water District was called to order by President DOUGLASS DAVERT at 5:00 p.m. on Thursday, May 20, 2021, with Vice-President JOHN DULEBOHN leading the Pledge of Allegiance. Pursuant to the California Governor's Executive Order No. N-29-20, there was no public location for attending this board meeting in person. JEFFREY 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 SEARS, JOHN DULEBOHN and GEORGE MURDOCH.

Also present via videoconference were:

DAVID YOUNGBLOOD	General Manager
JERRY MENDZER	Operations Manager
JEFF SMYTH	Engineering Manager
SYLVIA PRADO	Administrative Assistant
JEFF HOSKINSON	District Secretary and Legal Counsel
JACK PANICHAPAN	Gillis + Panichapan Architects, Inc.

There was no in-person attendance due to COVID-19 restrictions. Other members of the public not listed may have attended.

**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:** None.

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

**Consent Calendar.**

The Board, on motion from DULEBOHN, seconded by BELL, approved the Consent Calendar items by unanimous roll-call vote, as follows:

- 1. Minutes:** THE MINUTES OF THE APRIL 15, 2021 REGULAR MEETING OF THE BOARD WERE APPROVED AS SUBMITTED;
- 2. Schedules of Disbursements:** THE BOARD APPROVED THE SCHEDULES OF DISBURSEMENTS AS SUBMITTED;

3. **Report on Investments/Ratification of Investment Activity:** THE BOARD RATIFIED AND APPROVED THE SCHEDULE OF INVESTMENTS;
4. **General Manager's Report:** THE BOARD RECEIVED AND FILED THE GENERAL MANAGER'S REPORT;
5. **Financial Statements:** THE BOARD RECEIVED AND FILED THE FINANCIAL STATEMENTS;
6. **Wholesale and Retail Water Usage Report April 2021:** THE BOARD RECEIVED AND FILED THE WHOLESALE AND RETAIL WATER USAGE REPORT;
7. **Equipment Surplus.** THE BOARD DECLARED THE ATTACHED ITEMS SURPLUS AND DIRECTED STAFF TO DISPOSE OF THEM IN AN ENVIRONMENTALLY SOUND AND FISCALLY RESPONSIBLE MANNER.
8. **Crane Truck Purchase:** THE BOARD APPROVED THE ISSUANCE OF A PURCHASE ORDER IN THE AMOUNT OF \$130,824 TO CROWN MOTORS FOR THE NEW CRANE TRUCK.

**Matters for Consideration.**

9. **District Office Planning.** President DAVERT introduced the item, commenting on the existing facilities and the long-term concerns associated with them. General Manager Dave Youngblood presented the item, introducing Jack Panichapan of Gillis + Panichapan who had been working with Lisa Ohlund before COVID-19. Mr. Panichapan provided an overview and a slide presentation of the conceptual project and the need assessment, including an overview of the project, cost estimates, and staffing and facility needs, and a general project estimate of \$5.35 million.

Director MURDOCH expressed favor for the project, and inquired whether current estimates involved a pre-fabricated building—from which a discussion ensued. Director MURDOCH also discussed the Board room necessity, and planning to expand, as well as storage needs. There was also a discussion on temporary housing during construction—including potentially staged construction of the building, so that employees would only be moved once mid-construction.

Vice-President DULEBOHN inquired into the cost-distribution of the project across the customer zones (Retail, Wholesale, and Sewer), which General Manager Youngblood confirmed was being considered. There was consensus that proportionality as to costs across zones needed to be looked at going forward. Director BELL made several suggestions that the new building can offer with air quality needs post-COVID, and urged to avoid disrupting EOCWD operations during a phased-construction. General concurrence from the Board was to continue the item forward.

**ACTION TAKEN:** No action. Informational Only.

**10. Notice of Rate Increase.** General Manager Youngblood provided an overview of the item, summarizing that last year EOCWD elected to defer the last already approved rate increase, originally scheduled in February 2021, due to the COVID-19 Pandemic. That rate increase will now be implemented, effective August 2021, with notice in the June billing mailer. President DAVERT recommended that customers be reminded that this should have been implemented last year, but EOCWD elected to hold off. Director BELL raised a question relative to MET water increases.

**ACTION TAKEN:** No action. Informational Only.

**11. Meeting Schedule.** President DAVERT introduced the item, a proposal to utilize July as the down month, such that the next Board meeting after June 17, 2021, would be in August 2021.

**ACTION TAKEN:** No action. Informational Only.

**Miscellaneous Items.**

**12. Directors' reports on meetings attended at District expense (Government Code Section 53232.3) and Directors' comments.** Director SEARS noted that the Foothill Community Association would be having their annual Chipper Day, so residents could bring in debris that might present a fire danger. Director BELL also made brief comments on Treatment Plant, and made suggestions to General Manager.

Otherwise, Board deferred to agenda listing as follows:

**President Davert**

4/1 MWDOC Annual Elected Officials' Forum Virtual  
 4/9 Administrative & Finance Committee Meeting\*\*  
 4/9 Ad-Hoc Legislation Meeting\*\*  
 4/15 EOCWD Regular Board Meeting\*\*  
 4/29 ISDOC Quarterly Zoom Luncheon Meeting\*\*

**Vice President Dulebohn**

4/8 Engineering & Operations Committee\*  
 4/15 EOCWD Regular Board Meeting\*  
 4/29 ISDOC Quarterly Zoom Luncheon Meeting\*

**Director Bell**

4/1 MWDOC Annual Elected Officials' Forum Virtual  
 4/8 Engineering & Operations Committee\*  
 4/15 EOCWD Regular Board Meeting\*



**Director Murdoch**

- 4/1 MWDOC Annual Elected Officials' Forum Virtual
- 4/7 ACWA Region 10 SLC Prep Conference Call\*\*
- 4/9 Ad-Hoc Legislation Meeting\* (declines payment)\*\*
- 4/15 EOCWD Regular Board Meeting\*
- 4/28 ACWA Region 10 SLC Prep Conference Call\*\*
- 4/29 ACWA Intro Member Services Manager Zoom Meeting\*\*

**Director Sears**

- 4/1 MWDOC Annual Elected Officials' Forum Virtual
- 4/2 Water Advisory Committee of Orange County (WACO) Meeting\*
- 4/9 Administrative & Finance Committee Meeting\*
- 4/13 North Tustin Fire Safe Council Video Conference
- 4/15 EOCWD Regular Board Meeting\*

**13 Monthly Legislative & Outreach Report.** Reports were included in packet. No oral presentation provided. The Board had a brief discussion on pending legislation.

**Adjournment.**

The Board adjourned the meeting at 5:56 p.m. to the next Regular Meeting of the Board of Directors on **June 17, 2021**, at 5:00 p.m., in the offices of the East Orange County Water District, 185 N. McPherson Road, Orange, California, or online per California Governor's Executive Order No. N-29-20 and directs the Board Secretary to provide and post all legally required notices. General Manager Youngblood did reference a goal of attempting to attend in-person.

Respectfully submitted,

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Jeffrey A. Hoskinson