



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

September 17, 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 President DOUGLASS DAVERT at 5:03 p.m. on Thursday, September 17, 2020, with President DAVERT 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, JOHN SEARS and GEORGE MURDOCH.

Also present were:

LISA OHLUND	General Manager (Videoconference)
JERRY MENDZER	Operations Manager (Videoconference)
JEFF SMYTH	Engineering Manager (Videoconference)
JEFF HOSKINSON	District Secretary and Legal Counsel (Videoconference)
HON. JOHN LEWIS	Lewis Consulting (Videoconference)
MARK MONIN	El Toro Water District Board Member (Videoconference)

**** The Board next heard Item 3 out of order, before returning to the balance of the agenda.**

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).

Ms. Ohlund presented three items to the Board that came to the attention of the District after the posting of the agenda, which required action before the Board’s next regularly scheduled meeting. Those items included: (i) Independent Special Districts of Orange County (“ISDOC”) election material; (ii) Municipal Water District of Orange County (“MWDOC”) Webinar Conference attendance; and (iii) Urban Water Institute (“UWI”) Webinar Conference attendance.

ACTION TAKEN: The following items were added to the agenda: (1) Item 5(D) relative to the ISDOC Election Material; and (2) Item 6(E)(i)&(ii) relative to potential attendance at the MWDOC Webinar Conference attendance and UWI Webinar Conference attendance, on motion by BELL, seconded by SEARS, unanimously approved by roll-call vote by all members of the Board, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, and 0 nays.

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

**** Item 5(D) was heard out of order, before the Board returned to the balance of the Agenda**

5. Action/Presentation Calendar.

D. ISDOC Election Material. The item was presented by President DAVERT, who outlined that ISDOC had issued a notice of election for its Board Officers on September 15, 2020 with the requirement that the ballot be returned by October 23, 2020. EOCWD had already cancelled its regular October 15, 2020 meeting. Mr. DAVERT highlighted that two candidates on the ballot—Mr. Mark Monin, Director, El Toro Water District; and Ms. Lucille King, President, Orange County Mosquito & Vector Control District. Mr. DAVERT added that EOCWD has great personal relationships with both candidates.

President DAVERT then called for public comment, and acknowledged the presence of Mr. Monin. Mr. Monin made brief comments, requesting the Board's support for his candidacy.

ACTION TAKEN: The Board, on motion by SEARS, seconded by MURDOCH, by unanimous roll-call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, and 0 nays, directed the General Manager to return a vote for Mr. Mark Monin, of El Toro Water District.

**** The balance of the Agenda was heard in Order**

4. Consent Calendar.

The Board, on motion from SEARS, seconded by DULEBOHN, 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 AUGUST 20, 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. Corrected Salary Schedule:** THE BOARD APPROVED THE REVISED FISCAL YEAR 2020/2021 SALARY SCHEDULE (ATTACHED TO THESE MINUTES AS EXHIBIT 1), AND DIRECTED THE BOARD SECRETARY TO POST THE SAME WITH THE MINUTES OF THIS MEETING;
- D. Revised CalPERS Resolution – Resolution No. 885:** THE BOARD APPROVED RESOLUTION NO. 885 ENTITLED, 'RESOLUTION OF THE BOARD OF DIRECTORS OF EAST ORANGE COUNTY WATER DISTRICT RELATIVE TO EMPLOYER PAID MEMBER CONTRIBUTIONS';

- E. Surplus Real and Personal Property Policy – Resolution No. 886:** THE BOARD APPROVED RESOLUTION NO. 886 ENTITLED, ‘RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST ORANGE COUNTY WATER DISTRICT ADOPTING SURPLUS REAL AND PERSONAL PROPERTY DISPOSAL POLICY’;
- F. Legislative Assistance Increase – Townsend & Associates Contract:** THE BOARD RECEIVED THE UPDATE FOR INFORMATIONAL PURPOSES ONLY;
- G. Notice of Exemption – OC-43 Project:** THE BOARD DETERMINED THAT THE OC-43 VAULT REPLACEMENT PROJECT IS CATEGORICALLY EXEMPT AS A REPLACEMENT AND MINOR MODIFICATION OF AN EXISTING FACILITY, AS STATED IN THE PROPOSED NOTICE OF EXEMPTION; APPROVED THE PROJECT; AND AUTHORIZED THE POSTING OF THE NOTICE OF EXEMPTION.;
- H. Water Smart Grant Resolution – Resolution No. 887:** THE BOARD APPROVED RESOLUTION NO. 887 ENTITLED, ‘RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST ORANGE COUNTY WATER DISTRICT AUTHORIZING PARTICIPATION IN UNITED STATES BUREAU OF RECLAMATION’S WATERSMART GRANT PROGRAM FOR RETAIL ZONE WATER METERING AND MONITORING PROJECT, AND MAKING RELEVANT FINDINGS AND AUTHORIZATIONS FOR SUCH PURPOSES’;
- I. COVID-19 Status Report:** THE BOARD RECEIVED AND FILED THE REPORT;
- J. Per- and Poly-Fluoroalkyl Substances (“PFAS”) Status Report:** THE BOARD RECEIVED AND FILED THE REPORT.

5. Action/Presentation Calendar.

A. Revised Connection Fee and Capacity Charge Resolutions to Incorporate SB 13 (ADU) Language. Ms. Ohlund presented the item, asking the Board to adopt a policy that reflects what is being done in practice in accordance with Senate Bill (SB) 13. The adoption of these policies will aid staff in handling permit requests.

ACTION TAKEN: The Board, on motion by MURDOCH and seconded by SEARS, unanimously, by roll call vote, with BELL, DULEBOHN, MURDOCH, SEARS, and DAVERT voting aye, and 0 nays, approved Resolution Nos. 888, 889, and 890, entitled:

- i. RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST ORANGE COUNTY WATER DISTRICT ADOPTING CHANGES TO NON-WATER DELIVERY CONNECTION FEES AND CAPACITY CHARGES FOR RETAIL SERVICE**
- ii. RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST ORANGE COUNTY WATER DISTRICT ESTABLISHING CONNECTION FEES AND CAPACITY CHARGES FOR THE WHOLESALE SERVICE ZONE WITHIN THE DISTRICT**

- iii. **RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST ORANGE COUNTY WATER DISTRICT ESTABLISHING CONNECTION FEES AND CAPACITY CHARGES FOR THE SEWER IMPROVEMENT DISTRICT NO. 1 WITHIN THE DISTRICT.”**

B. Key Asset Condition Status Report. Ms. Ohlund presented the item, providing an overview of the Key Asset Summary review process and discussing how staff graded and ranked assets. The assessment included a review of assets in the Wholesale Zone, Retail Zone, Improvement District No. 1 (ID1), and assets held jointly. Ms. Ohlund then reviewed the assets as presented in the report.

Director DULEBOHN inquired as to why the Peters Canyon Reservoir Treatment Plant was no longer listed, to which Ms. Ohlund indicated that since it was no longer functional, it had been written off and was no longer on the books; staff was ranking only current assets. President DAVERT complimented the report, and indicated its value in planning the new two-year budget.

ACTION TAKEN: No Action. Information Only.

C. VanderWerff Well Design and Equipping Project Status. District Engineer Jeff Smyth presented an update on the project, providing an update as to both the well and treatment system. Mr. Smyth provided an overview of the project and related challenges, as well as the complexities and operation and maintenance costs of treatment options. Mr. Smyth provided an overview of the California Environmental Quality Act (“CEQA”) review, informing the Board that they had received comments, including from Irvine Ranch Water District (“IRWD”), and that they had reviewed the comments and were moving forward with resolving the conflicts. The District hoped to bring the project back to the Board in November.

Director MURDOCH inquired as to whether, if EOCWD had to go beyond what Orange County Water District (“OCWD”) would pay for, the Board would have an opportunity to evaluate before moving forward. Ms. Ohlund confirmed that they would. Vice-President BELL mentioned that the Engineering and Operations Committee had a long discussion on this item.

ACTION TAKEN: No Action. Information Only.

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 SEARS, seconded by DULEBOHN, 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 – August 2020. Ms. Ohlund commented that August was a hot month and we were probably four months out from any kind of rainfall, and, as such, usage was up.

ACTION TAKEN: The Board, on motion by BELL, seconded by MURDOCH, 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. Director SEARS reported attendance at the Foothill Community Association Meeting on September 3, 2020; Tustin Fire Safe Council meeting on September 8, 2020; the Water Agencies of Orange County (“WACO”) meeting on September 11, 2020; the EOCWD Financing and Administration Committee meeting on September 11, 2020; and a Fire Safe Council event on September 12, 2020.

Vice-President BELL commented on it being a bad week for ocean desalination, referencing Poseidon pulling back its permit request due to mitigation changes, and in Monterey, Cal Am was pulling back its application from the Coastal Commission due to issues raised by the City of Marina.

Director MURDOCH reported attendance at a Region 10 Association of California Water Agencies (“ACWA”) meeting on August 26, 2020; an ACWA Ad-hoc Legislative meeting on September 3, 2020; and leader to leader ACWA Presentation on September 4, 2020.

Director DULEBOHN reported attendance at the Engineering Committee meeting on September 10, 2020.

President DAVERT reported attendance at a pre-agenda meeting with Ms. Ohlund, and the monthly Local Agency Formation Commission (“LAFCO”) meeting. Mr. DAVERT discussed that LAFCO was entering the next round of Municipal Service Reviews, including MWDOC and Orange County Sanitation District (“OCSD”). Mr. DAVERT made various comments on issues with MWDOC, and potential North County and South County conflicts.

D. Monthly Legislative & Outreach Report. Hon. John Lewis provided a brief presentation to the Board, including an update on the LAFCO meeting and the Orange County Board of Supervisors (“BOS”) meeting. Mr. Lewis also provided a COVID update.

Ms. Ohlund noted that Eric O’Donnel of Townsend and Associates will be present at the November Board Meeting to provide a recap of legislation recently signed by the Governor that may affect the District.

E. Conference and Meeting Attendance Requests.

- i. Municipal Water District of Orange County (“MWDOC”) Webinar Conference; and
- ii. Urban Water Institute (“UWI”) Webinar Conference.

ACTION TAKEN: On motion by BELL, seconded by MURDOCH, the Board by unanimous roll-call vote, with BELL, DULEBOHN, MURDOCH, SEARS and DAVERT voting aye, 0 nays, authorized Directors MURDOCH, SEARS, BELL, and DAVERT to attend both the MWDOC Webinar Conference and the UWI Webinar Conference.

7. Informational Items

A. General interest publications.

8. Closed Session

A. Public Employment.

The Board reported out of closed session that no reportable action was taken.

9. Adjournment.

The Board adjourned the meeting at 5:58 p.m. The scheduled date of the next Regular Meeting of the Board of Directors is **November 19, 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



EXHIBIT 1

Salary Schedule

Effective Date: July 1, 2020

Name	Salary Range*	Monthly Salary 7/1/2020	1% PERS	Monthly Salary 10/1/20***	Total Annual Salary
General Manager (No Change)		\$19,304.13		\$ 19,304.13	\$231,649.56
Engineering Manager	\$15,020-\$20,279	\$16,726.67	\$ 16,893.94	\$ 16,893.94	\$202,727.24
Operations Manager**	\$10,692-\$14,434	\$15,184.00	\$ 15,335.84	\$ 15,335.84	\$184,030.08
Water Operator III**	\$5,189-\$7,472	\$5,818.36	\$ 5,876.54	\$ 5,876.54	\$70,518.52
Water Operator I	\$3,922-\$5,295	\$5,056.13	\$ -	\$ 5,056.13	\$60,673.60
Water Operator I	\$3,922-\$5,295	\$4,524.00		\$ 4,524.00	\$54,288.00
Administrative Assistant II**	\$5,888-\$7,949	\$6,650.22	\$ 7,125.77	\$ 6,650.22	\$79,802.64
Assistant I	\$5,120-\$6,912	\$5,480.80		\$ 5,480.80	\$65,769.60
Wastewater Supervisor	\$6,226-\$8,406	\$8,231.80	\$ 8,314.12	\$ 8,314.12	\$99,769.42
Wastewater Operator I	\$3,799-\$5,129	\$4,592.78		\$ -	\$ -
P/T Management Analyst	\$27.81-\$37.54	\$29.00		\$ 31.96	\$ 31,960.90
Interns	\$15.45-\$25.19/hr	\$20,000.00			

* No change from FY19/20

** Includes Merit Increase due at 7/1/19