

# MINUTES OF A BOARD WORKSHOP

January 14, 2020 at 4:00 P.M.

Directors Present:

Chris Mann, President  
Bruce Granlund, Vice President  
Lonni Granlund, Director  
Joyce McIntire, Director

Staff Present:

Jennifer Ares, Water Resource Manager  
Allison Edmisten, Chief Financial Officer  
Chelsie Fogus, Engineering Technician I  
Kathryn Hallberg, Implementation Manager  
Mike Kostelecky, Operations Manager  
Tim Mackamul, Operations Manager  
Matthew Porras, Implementation Manager  
Mike Rivera, Public Works Supervisor  
Charles Thomas, Operations Manager  
John Wrobel, Public Works Manager  
Joseph Zoba, General Manager

Directors Absent:

Jay Bogh, Director

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

Bobby Duncan  
Craig Heaps  
Dennis Miller  
Linda Shelton  
Leonard Stephenson, San Gorgonio Pass Water Agency

- 
- I. Call to Order - 4:00 p.m. - The workshop of the Board of Directors of the Yucaipa Valley Water District was called to order by Chris Mann at 4:00 p.m. at the Administrative Office Building, 12770 Second Street, Yucaipa, California.
  - II. Public Comments  
None
  - III. Staff Report - General Manager Joseph Zoba presented information on the following topics:
    - The Yucaipa Valley Water District hosted a community meeting on Monday, January 13, 2020 to discuss the proposed drinking water, sewer, and recycled water rate changes. A second community meeting is scheduled for January 15, 2020.
    - The next meeting of the Yucaipa Valley Water District Financing Corporation will be held on Tuesday, January 21, 2020 at 5:00 pm.
    - Information was provided about the installation of the dodecahedrons added to the Citrus Reservoir to reduce the number of birds using the water body. A sample dodecahedron was shared with the board members and public.
  - IV. Presentation

- A. Overview of the Draft California Water Resilience Portfolio [Workshop Memorandum No. 20-001] - General Manager Joseph Zoba provided an overview of the draft Water Resilience Portfolio and illustrated the similarities between the State's plan and the District's programs/initiatives.
- V. Strategic Planning
  - A. Overview of the Strategic Planning Goals for 2019 and the Discussion of Future Strategic Goals for 2020 [Workshop Memorandum No. 20-002] - General Manager Joseph Zoba discussed the preparation of the 2020 Strategic Plan that will be reviewed and discussed at the next board workshop.
  - B. Overview of the Feasibility of Proposed Solar Energy Projects and Power Storage Concepts [Workshop Memorandum No. 20-003] - Implementation Manager Kathryn Hallberg provided an overview of the solar power project to be located at the Yucaipa Valley Regional Water Filtration Facility.
- VI. Operational Updates
  - A. Status Report on the Annual Repairs and Rehabilitation of the Yucaipa Valley Regional Water Filtration Facility [Workshop Memorandum No. 20-004] - Operations Manager Mike Kostelecky provided an overview of the annual maintenance activities at the Yucaipa Valley Regional Water Filtration Facility.
  - B. Status Report on the BioWin Model and Media Removal at Wochholz Regional Water Recycling Facility [Workshop Memorandum No. 20-005] - Operations Manager Charles Thomas provided information about the treatment model that was prepared for the aeration basins at the Wochholz Regional Water Recycling Facility.
  - C. Overview of Installing Fine Bubble Diffusers for the Secondary Treatment Process at the Wochholz Regional Water Recycling Facility [Workshop Memorandum No. 20-006] - Operations Manager Charles Thomas provided an overview of the use of fine bubble diffusers to improve the secondary treatment aeration process and to reduce power costs at the Wochholz Regional Water Recycling Facility.
- VII. Capital Improvement Projects
  - A. Status Report of the Replacement of the Drinking Water Reservoir R-16.6 - Calimesa [Workshop Memorandum No. 20-007] - Implementation Manager Matthew Porras provided an update on the replacement of Drinking Water Reservoir R-16.6.
  - B. Status Report on the Rehabilitation of Drinking Water Production Well No. 12 [Workshop Memorandum No. 20-008] - Operations Manager Mike Kostelecky provided an update on the completion of the rehabilitation of Well No. 12.
  - C. Status Report on the Rehabilitation of the Primary Clarifiers at Wochholz Regional Water Recycling Facility [Workshop Memorandum No. 20-009] - Operations Manager Charles Thomas provided an update on the completion of the rehabilitation of the primary clarifiers at the Wochholz Regional Water Recycling Facility.
  - D. Status Report on the Geotechnical Investigation Associated with the Calimesa Aquifer Storage and Recovery Project [Workshop Memorandum No. 20-010] - General Manager Joseph Zoba provided an update on the status of the Aquifer Storage and Recovery Project in Calimesa.
  - E. Overview of Electrical Service and Roadway Improvements at Drinking Water Reservoir R-18.4 [Workshop Memorandum No. 20-011] - Implementation Manager

Matthew Porras provided an update on the status of the electrical power upgrade at Reservoir R-18.4.

- F. Status Report on the Avenue A - Avenue B Alley Mainline Break [Workshop Memorandum No. 20-012] - Public Works Manager John Wrobel provided an overview of the water mainline break on December 25, 2019 in uptown Yucaipa.

#### VIII. Development Projects

- A. Consideration of Using the Statewide Community Infrastructure Program for the Payment of Drinking Water, Recycled Water and Sewer Facility Capacity Charges [Workshop Memorandum No. 20-013] - Bobby Duncan and Craig Heaps provided an overview of the use of the Statewide Community Infrastructure Program for development related fees and requested future consideration by the Board of Directors.
- B. Overview of a Draft Development Agreement for 13009 4<sup>th</sup> Street, a 16 unit private single lot subdivision (Assessor Parcel Number 0319-161-24) [Workshop Memorandum No. 20-014] - Engineering Technician Chelsie Fogus provided an overview of the proposed Development Agreement.

#### IX. Administrative Issues

- A. Overview of a Community Tour Focusing on the Opportunities of Operating Fully Integrated Drinking Water, Sewer, and Recycled Water Systems [Workshop Memorandum No. 20-015] - Water Resource Manager Jennifer Ares and Implementation Manager Matthew Porras provided an overview of the proposed facility tours for District customers.
- B. Review of Proposed Meter Installation Costs for 2020 [Workshop Memorandum No. 20-016] - Implementation Manager Matthew Porras provided an overview of the proposed water meter installation costs.
- C. Overview of the Community Meetings to Discuss Proposed Drinking Water, Sewer, and Recycled Water Rate Changes [Workshop Memorandum No. 20-017] - General Manager Joseph Zoba provided an overview of the two community meetings used to provide additional information about the adjustment to drinking water, sewer and recycled water rates.
- D. Geoscience Budget Amendment Request for the Wilson Creek Basins Tracer Study Workplan [Workshop Memorandum No. 20-018] - Water Resource Manager Jennifer Ares provided an overview of the tracer study to be conducted at the Wilson Creek Spreading Basins.
- E. Discussion Regarding the Notification of Unclaimed Funds [Workshop Memorandum No. 20-019] - Chief Financial Officer Allison Edmisten provided an overview of unclaimed funds.
- F. Presentation of the Annual Continuing Disclosure Annual Report (CDAR) [Workshop Memorandum No. 20-020] - Chief Financial Officer Allison Edmisten provided an overview of the annual Continuing Disclosure Annual Report.
- G. Review of Proposed Changes to the Yucaipa Valley Water District Conflict of Interest Code [Workshop Memorandum No. 20-021] - Chief Financial Officer Allison Edmisten provided an overview of proposed changes to the Conflict of Interest Code.
- H. Discussion Regarding the Assignment of Individuals to Represent the District in Small Claims Court [Workshop Memorandum No. 20-022] - Chief Financial Officer

Allison Edmisten provided an overview of the annual assignment of individuals to represent the District in small claims court.

- I. Discussion Regarding the Review of Statement of Facts Required by Government Code Section 53051 [Workshop Memorandum No. 20-023] - Chief Financial Officer Allison Edmisten provided an overview of the Statement of Facts.
- J. Discussion Regarding Resolution No. 2020-xx Approving an Investment Policy and Appointment of the General Manager as the District Investment Officer [Workshop Memorandum No. 20-024] - Chief Financial Officer Allison Edmisten provided an overview of the Investment Policy.
- X. Director Comments  
None
- XI. Announcements - The future meetings were referenced on the workshop agenda.
- XII. Closed Session - A closed session was not conducted at this meeting.
- XIII. Adjournment - The meeting was adjourned at 5:40 p.m.

Respectfully submitted,

---

Joseph B. Zoba, Secretary