

MINUTES OF REGULAR MEETING – April 27, 2020

The regular meeting of the Board of Directors of the Irvine Ranch Water District (IRWD) was called to order at 5:05 p.m. by President Matheis on April 27, 2020 via teleconference pursuant to the provisions of the Governor’s Executive Orders N-25-20 and N-29-20 due to COVID19. Members of the public did not attend this meeting in person.

Directors Present: Reinhart, Swan, Withers, LaMar and Matheis.

Directors Absent: None.

Also Present: General Manager Cook, Executive Director of Technical Services Burton, Executive Director of Water Policy Weghorst, Executive Director of Finance and Administration Clary, Director of Treasury and Risk Management Jacobson, Executive Director of Operations Chambers, General Counsel Collins, Director of Public Affairs Beeman, Director of Human Resources Roney, Director of Water Quality and Regulatory Compliance Colston, Director of Recycling Operations Zepeda, Director of Maintenance Mykitta, Director of Administrative Services Malone, Government Relations Officer/Deputy General Counsel Compton, Secretary Bonkowski, and members of staff and the public.

WRITTEN AND ORAL COMMUNICATIONS: None.

ITEMS TOO LATE TO BE AGENDIZED: None.

CONSENT CALENDAR

Director Swan asked that Item No. 6, REVISED SCHEDULE OF POSITIONS AND SALARY RATE RANGES, be moved to the Action Calendar for discussion. Director Reinhart asked that Item No. 7, IRVINE RANCH WATER DISTRICT STRATEGIC MEASURES, be moved to the Action Calendar for discussion as well. There being no objections, this item was moved accordingly. On MOTION by Reinhart, seconded by Withers and unanimously carried on a roll call vote (5-0) Withers, Matheis, Reinhart, Swan, and LaMar voting aye, and 0 noes, CONSENT CALENDAR ITEMS 3 THROUGH 5 AND 8 THROUGH 10 WERE APPROVED AS FOLLOWS:

3. RATIFY/APPROVE BOARD OF DIRECTORS’ ATTENDANCE AT MEETINGS AND EVENTS

Recommendation: That the Board ratify/approve the meetings and events for Mary Aileen Matheis, Douglas Reinhart, Peer Swan, Steven LaMar and John Withers, as described.

4. BOARD MEETING MINUTES

Recommendation: That the minutes of the April 13, 2020 Regular Board meeting be approved as presented.

CONSENT CALENDAR (CONTINUED)

5. RESOLUTION COMMENDING JOSEPH "JOE" COSTANTINO FOR HIS DEDICATED SERVICE TO IRWD

Recommendation: That the Board adopt the following resolution by title commending Joe Constantino for 29 years of dedicated service to IRWD.

RESOLUTION NO. 2020-10

RESOLUTION OF THE BOARD OF DIRECTORS
OF IRVINE RANCH WATER DISTRICT COMMENDING
JOSEPH "JOE" COSTANTINO FOR HIS DEDICATED AND
OUTSTANDING SERVICE TO THE DISTRICT

8. ADDENDUM TO AMENDED AND RESTATED LICENSE FOR USE OF THE SAN JOAQUIN MARSH PROPERTY

Recommendation: That the Board approve Addendum No. 1 to the Third Amended and Restated License between Irvine Ranch Water District and the San Joaquin Wildlife Sanctuary.

9. MARCH 2020 TREASURY REPORT

Recommendation: That the Board receive and file the Treasurer's Investment Summary Report, the Summary of Fixed and Variable Rate Debt, and Disclosure Report of Reimbursements to Board members and staff, approve the March 2020 Summary of Payroll ACH payments in the total amount of \$2,070,423, and approve the March 2020 Accounts Payable Disbursement Summary of Warrants 406723 through 407456, Workers' Compensation Distributions, wire transfers, payroll withholding distributions and voided checks in the total amount of \$11,084,819.

10. 2020 REGULAR LAFCO SPECIAL DISTRICTS SEAT ELECTION

Recommendation: That the Board authorize the District Secretary to submit the "Declaration of Qualification to Vote" form designating President Mary Aileen Matheis as IRWD's authorized voting member and Vice President Douglas Reinhart as IRWD's alternate voting member for the Orange County Special District Selection Committee Election.

ACTION CALENDAR

REVISED SCHEDULE OF POSITIONS AND SALARY RATE RANGES

In response to Director Swan's inquiry, General Manager Cook said that once positions are changed, PERS requires immediate notifications; therefore, it was untimely to submit this item for Committee review. There being no further

comments, on MOTION by Withers, seconded by Swan, and unanimously carried on a roll call vote (5-0) Withers, Matheis, Reinhart, Swan, and LaMar voting aye, and 0 noes, the Board adopted the following resolution by title superseding Resolution No. 2019-33 and adopting a Revised Schedule of Positions and Salary Rate Ranges.

RESOLUTION NO. 2020 -11

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IRVINE RANCH WATER DISTRICT SUPERSEDING
RESOLUTION NO. 2019-33 AND ADOPTING A REVISED
SCHEDULE OF POSITIONS AND SALARY RATE RANGES

IRVINE RANCH WATER DISTRICT STRATEGIC MEASURES

In response to Director Reinhart's inquiry relative to non-potable sales by tiers, General Manager Cook said that he will provide an analysis to the Board to review. In response to his additional question relative to imported water purchases, General Manager Cook will follow up with him relative to the calculations for this chart. There being no further comments, on MOTION by Reinhart, seconded by Matheis, and unanimously carried on a roll call vote (5-0) Withers, Matheis, Reinhart, Swan, and LaMar voting aye, and 0 noes, THE BOARD RECEIVED AND FILED THE REPORT.

MID-CYCLE CAPITAL BUDGET UPDATE FOR FISCAL YEARS 2019-20 AND 2020-21

Using a PowerPoint presentation, Mr. Mitch Robinson provided a presentation on the Mid-cycle Capital Budget Update for FY 2019-20 and 2020-21 and highlighted these changes to the total budget and the forecasted expenditures for FY 2020-21 and proposed adding 25 new projects to the Capital Budget. Mr. Robinson said that the total budget for the additional projects is \$20.6 million and increases the forecasted expenditures for FY 2020-21 by \$4.6 million.

Following the presentation, Director Reinhart said that this item was reviewed by the Engineering and Operations Committee on April 21, 2020. On MOTION by Reinhart, seconded by Matheis, and unanimously carried on a roll call vote (5-0) Withers, Matheis, Reinhart, Swan, and LaMar voting aye, and 0 noes, THE BOARD RECEIVED AND FILED THE MID-CYCLE CAPITAL BUDGET UPDATE FOR FISCAL YEARS 2019-20 AND 2020-21 AND APPROVED THE FISCAL YEARS 2019-20 AND 2020-21 MID-CYCLE CAPITAL BUDGET PROJECT ADDITIONS.

SANTIAGO RESERVOIR IMPROVEMENTS

Using a PowerPoint presentation, Principal Engineer Moeder reported on the purpose and background of the improvement project. Using a chart, he provided a history of IRWD retaining AECOM for the design of the Outlet Tower Replacement project, which it completed the Preliminary Design Report for the project in February 2019. Also, the District retained GEI to perform a condition assessment of the Santiago Reservoir spillway which identified the need to replace the nearly 90-year-old spillway. He said that given the necessity of the project, IRWD contracted with GEI to develop hydraulic design criteria for

a replacement spillway and to identify and evaluate multiple spillway replacement alternatives.

Mr. Moeder said that subsequently, staff from IRWD and Serrano Water District agreed to merge the outlet tower and spillway replacement projects into a single project to streamline the project execution since the improvements are in the same area and the projects contain overlapping activities including extensive coordination with the Division of Safety of Dams (DSOD), geotechnical and geological investigations and testing, permitting, and environmental compliance. He said that to complete the design of the combined project, staff requested that AECOM and GEI prepare an overall coordinated design for the Santiago Reservoir improvements. This collaboration will capture, and efficiently build upon, the work previously completed by each firm and will ensure that the design is advanced in the most expeditious manner.

Mr. Moeder said that at the request of staff from IRWD and Serrano Water District, AECOM and GEI prepared a proposal for completing a combined project that includes the following primary components: 1) geotechnical and geological investigations and laboratory testing; 2) erodibility study for Santiago Creek; 3) hydrologic and hydraulic analyses; and 4) preliminary and final design services for the proposed inclined outlet structure, outlet works facilities, and spillway.

Mr. Moeder reviewed the project schedule and said that the Phase II Spillway Assessment report, which DSOD reviewed and with which it agrees, identified the need to replace the spillway by the end of 2029. AECOM and GEI's combined comprehensive scope of work is based on a detailed design schedule that targets completing the design by summer 2023 and constructing the improvements over a two-year period. This schedule provides completing the spillway replacement and other improvements in advance of the 2029 deadline and includes an acceptable margin of time to address unknown geotechnical or design issues, extended DSOD review periods, extended environmental or regulatory coordination, and construction delays.

Mr. Moeder said that this item was reviewed by the Serrano Water District / IRWD Committee on April 15, 2020. Both IRWD and Serrano agreed that the project needs to proceed expeditiously, but Serrano requested additional time to review and discuss the project and the consultant selection recommendation with its full Board of Directors. Serrano anticipates having those discussions in the next several months with the goal of providing confirmation of the project and the consultant selection to IRWD by June.

At the Committee meeting, IRWD expressed its interest to proceed with the consultant selection recommendation along with several initial design activities, recognizing that it would be a sole source award. By adopting this approach, work on the project can continue while Serrano completes its internal discussions with its Board of Directors. General Manager Cook asked that the recommended motion be modified to authorize AECOM to proceed with initial scope items in the not-to-exceed amount of \$300,000 to allow for progress of the initial design activities. Serrano Water District's General Manager Jerry Vilander thanked staff, the General Manager and the Board for all the collaborative efforts and said that he would need a three-month delay for a peer review of this project with his Board.

Director Swan reported that this item was reviewed by the Serrano Water District /IRWD Committee on April 15, 2020. President Matheis then thanked Mr. Moeder on his presentation. There being no further comments, on MOTION by Swan, seconded by Matheis, and unanimously carried on a roll call vote (5-0) Withers, Matheis, Reinhart, Swan, and LaMar voting aye, and 0 noes, THE BOARD AUTHORIZED A BUDGET INCREASE FOR PROJECT 01813 IN THE AMOUNT OF \$123,890,000, FROM \$15,417,000 TO \$139,307,000, AUTHORIZED THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH AECOM IN THE AMOUNT OF \$4,989,380 FOR ENGINEERING DESIGN SERVICES FOR THE SANTIAGO RESERVOIR IMPROVEMENTS, PROJECT 01813, AND AUTHORIZED AECOM TO PROCEED WITH INITIAL SCOPE ITEMS IN THE NOT-TO-EXCEED AMOUNT OF \$300,000 TO ALLOW FOR PROGRESS OF THE INITIAL DESIGN ACTIVITIES.

GENERAL MANAGER'S REPORT

General Manager Cook reported that business is ongoing, the District is well-equipped, and no illnesses have been reported to date. Mr. Cook said recycling staff is checking if foreign material has been flushed into the system, and to date, staff is not seeing an increase from previous months. He said that Director Colston's staff is preparing outreach material for when businesses reopen since their systems have been off for a while. He said that the email migration to Outlook went very well over the weekend, and complimented Mr. Randy Williams along with his staff for a job well done.

Mr. Cook introduced Mr. Tom Malone, the District's new Director of Administration Services, who hails from Michigan.

Mr. Cook said that he spoke with the District's consultant, Mr. Bruce Newell, and he had nothing to report tonight.

He further asked that the Board meeting be adjourned in Tom Ash's memory, who passed on Easter Sunday. He said that Tom, a former employee, worked for the District with his main focus on water conservation.

DIRECTORS' COMMENTS

Director Withers reported on his attendance at two ACC-OC webinars, one on working at home and labor laws, and the second relative to social distancing. He further thanked Mr. Randy Williams on his efforts with the email migration.

Director Swan reported on his virtual attendance on April 14 at an OCBC meeting, MWDOC Board and Committee meetings, Newport Beach Chamber of Commerce meetings, a WACO Planning Committee meeting, a MWDOC/OCWD Joint Planning Committee meeting, a scoping session relative to the Kern Fan Project, and a PPIC meeting relative to headwaters. In response to his comment relative to the COVID-19 virus not being transmitted in recycled water, General Manager Cook said that Public Affairs staff could include an educational article on the process of using recycled water in the toilets in office buildings.

Director LaMar reported on his attendance at three ACWA meetings on April 13, April 20, and April 27, a MWDOC Public Affairs and Legislative Committee meeting, a

MWDOC/OCWD Joint Planning Committee meeting, an ACWA Federal Affairs meeting on April 22, a Natural Communities Coalition meeting on April 22, an ACWA task force meeting on April 23 relative to disadvantaged communities, an ACWA State Legislative meeting on April 23, and a training course on COVID-19.

Director Reinhart reported on his attendance at all MWDOC and OCWD meetings, but said he was unable to attend the MWDOC/OCWD Joint Planning meeting.

Director Matheis reported that she watched a safety webcast, and a Board of Supervisors webcast. She said she is very proud of IRWD during this time, and further complimented Mr. Randy Williams on the email migration and training assistance he gave her to get up to speed with webinars, etc. along with General Manager Cook and the Board during these challenging times due to the COVID-19 pandemic.

ADJOURNMENT

President Matheis adjourned the meeting at 6:38 p.m. in memory of Mr. Tom Ash.

APPROVED and SIGNED this 11th day of May 2020.



President, IRVINE RANCH WATER
DISTRICT



Secretary IRVINE RANCH WATER DISTRICT

APPROVED AS TO FORM:



Claire Hervey Collins, General Counsel
Hanson Bridgett LLP