

HILMAR COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 2, 2019

Members present – Jim Jones, David Anderson, Jim Gerdes, Joe Sequeira and Frank Hilliard.

Members absent – None.

Public in Attendance – Mr. Kevin Parmley, Mr. Tony De Melo with North Star Engineering and Mr. Rick Mummert with Bench Mark Engineering.

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Action Items

A motion to approve the Consent Items was made by Jim Gerdes and seconded by Frank Hilliard.
Motion passed 5-0.

A motion to approve Bills Payable: April 2019 was made by Jim Gerdes and seconded by Joe Sequeira.
Motion passed 5-0.

A motion to approve the renewal of the Conditional Can & Will Serve Letter for Villa Cordoba (Villa Cordoba, John Williams) was made by Jim Gerdes and seconded by David Anderson. Motion passed 5-0.

A motion to approve the renewal of the Conditional Can & Will Serve Letter for Bloss Woods (Woods Investment LLC) was made by Jim Gerdes and seconded by David Anderson. Motion passed 5-0.

A motion to approve Water Capacity Study Update was made by Jim Gerdes and David Anderson.
Motion passed 5-0.

Meeting –04/02/19
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The meeting was called to order at 7:00 p.m. by President Jim Jones.

A motion was made and seconded to approve the Consent Items. Mr. Anderson requested an explanation of Consent Item D before a final vote was to be made. Curtis had provided an overview of the project at the prior meeting. He explained since we have been achieving promising results at the WWTF, portions of this project are not as critical as it was originally presented. For record keeping purposes, it's important to remove this project from the 18/19 CIP since the District will not be completing this version of Project 18-02: WWTF Improvements. Once the explanation was provided, final vote was made on the Consent Items.

Public Forum – None.

District Manager's Report –

Curtis Jorritsma reported the water loss for March was 7% and the prior month was 8%. Our TSS was 36mg/l and BOD was 33mg/l for the month. The average daily flow was 450,000 per day. The flow is higher than normal with the contributing factor possibly coming from the leak at the Shoreen sewer lift station.

Curtis reminded the Directors who have not yet completed the online Ethics Training to please do so as soon as possible. Curtis reported we had a customer who stated the new street sweeper company is doing a really good job. Curtis also reported we have contracted with Falany Fence Company to replace the fencing at various locations. Falany Fence has ordered the material and will start replacing the various fences.

Curtis informed the Directors he plans, at the next meeting, to present a Directors Survey. He also hopes to present an internship program. Curtis reported the Rate Study request for proposal is out. Our last rate study was done in 2009. Industry recommendation is to perform a rate study every 5 years. He also reported Jonathon will be taking the Waste Water Operator 1 test in 2 weeks.

Curtis provided an update on Project 18-01 Test Holes & Water Sampling. They have completed the drilling at the Azevedo property. They drilled to the depth of 770 feet. There was strong water flow at 545 feet. Testing was completed at 5 zones and we are waiting on final results from all 5 zones. On Monday, they started drilling at the Dayton site and they are currently at about 560 feet.

Directors Reports – None.

Action Items –

- A) The bills that are due to be paid in April were presented and a motion was made and seconded to pay them.
- B) Curtis presented the request to renew the Conditional Can & Will Serve Letter for Villa Cordoba (Villa Cordoba, John Williams). He reported the project has 10 remaining lots in the current phase and 43 lots in the next phase. Staff recommends renewing the Conditional Can & Will Serve Letter. A motion was made and seconded to renew the Conditional Can & Will Serve Letter.
- C) Curtis presented the request to renew the Conditional Can & Will Serve Letter for Bloss Woods (Woods Investment LLC). This project consists of 58 services. Mr. Rick Mummert with Benchmark Engineering reported the plans have been submitted to the County. He also reported the basin will be built as one phase between the Bloss Woods Project and the Bloss Cove Project. Both developers are looking for clarification from the County as to what responsibility the District will have with on-going maintenance moving forward. It was determined staff and legal counsel will be kept up to date with any activity regarding the basin and these two projects. Staff recommends renewal of the Conditional Can & Will Serve Letter. A motion was made and seconded to renew the Conditional Can & Will Serve Letter.
- D) Curtis reported in March 2018, the Board approved the water system capacity study. This study looked at the District's current water capacity. At the time of the original study, we used data from 2006-2017 with no data for 2008/2009. Based on this information, we did not meet the Maximum Day Demand Standard set by the California Water Works. Curtis provided a Draft copy of the Water System Capacity Study Update #1 to the Directors. The revised study uses data from 2010 to 2018. Based on the new data, the District meets the Maximum Day Demand Standard. It leaves the District with 190 EDUs with 48 EDUs

allocated to the current phase of the Villa Cordoba project leaving the District with 142 available EDUs. Curtis is working on a letter to provide this water capacity update to the holders of Conditional Can & Will Serve letters. Curtis plans to review our current Development process, including how we handle Conditional Can & Will Serve letters. Mr. Rick Mummert took the opportunity to thank the Board for being a fair board. Mr. Tony De Melo also took the opportunity to state he appreciates the Board keeping the developers informed of the water status etc. A motion was made and seconded to approve the Water Capacity Study Update.

Discussion Items –

- A) Mr. Stuart Spencer presented a legal memorandum regarding Board Compensation Rules. At a previous meeting, the question was presented if the Board may increase their compensation above \$100.00 per day, and if so, what is the proper procedure? The short answer is yes, the Board may increase the \$100.00 per day, by enacting an ordinance, but not by more than 5% each year, and only after a public hearing and publication in a newspaper. The Hilmar Code allows the Board to be compensated in any amount that does not contradict state law. It does not specify the current amount of compensation. The board has adopted "Ethical Guidelines" as District policy, and specifies the board shall be compensated no more than \$100.00 per day, for no more than 6 days per month, based on Water Code 30507. However, in 2005 the Legislature added new provisions to the Water Code. This law provides that the board may increase compensation above \$100.00 per day, but that if compensation exceeds \$100.00 per day, it may not increase by more than 5% for each calendar year following the date of the last adjustment. It places a maximum of 10 compensated days per month. After board discussion, staff was directed to research and compare what other boards are being compensated.

Curtis reported in order to change the watering scheduling times we would need to update our ordinance. We would need to present a resolution of intent to amend our ordinance, publish notice and schedule a public hearing. Public hearing would be held and a resolution would be presented to amend the Hilmar ordinance. Based on the procedure to change the ordinance, Curtis feels we can maintain our current ordinance using Water Shortage Level 2, which allows for landscaping irrigating 3 days per week between the hours of 12:01 AM and 9:00 AM and between the hours of 8:00 PM and Midnight. This removes the District's temporary restriction of two days per week.

Mr. Jones inquired as to the status of the new Kubota. Curtis reported we had purchased the Kubota and we have had it for 3 weeks.

There being no further business the meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

Tina Borges

Approved by:

James Jones

Board Member

5-7-19

Date