

## EXHIBIT “A”

### MINUTES OF REGULAR MEETING –JANUARY 9, 2023

The regular meeting of the Board of Directors of the Irvine Ranch Water District (IRWD) was called to order at 5:00 p.m. by President McLaughlin on January 9, 2023 at the District offices, 15600 Sand Canyon Avenue, Irvine.

Directors Present: Swan, Withers, McLaughlin, and LaMar

Directors Absent: Reinhart.

Written and Oral Communications: None.

Also Present: General Manager Cook, Executive Director of Operations Chambers, Executive Director of Finance and Administration Clary, Executive Director of Technical Services Burton, Executive Director of Water Policy Weghorst, Director of Treasury and Risk Management Jacobson, Director of Strategic Communications and Advocacy / Deputy General Counsel Compton, Director of Water Resources Sanchez, Director of Recycling Operations Zepeda, Director of Human Resources Mitcham, Director of Safety and Security Choi, Director of Water Quality and Regulatory Compliance Colston, Director of Maintenance Manning, Secretary Bonkowski, General Counsel Collins, and members of the staff and public.

### PRESENTATION OF PROCLAMATION

General Manager Cook presented a proclamation to Mr. Lars Oldewage commending him for his dedicated and loyal years of service to the District.

### CONSENT CALENDAR

General Manager Cook said that Item No. 7, MEMORANDUM RELATIVE TO OFFICERS OF THE BOARD, COMMITTEE APPOINTMENTS AND OTHER ASSIGNMENTS, includes Cheryl Clary as District Treasurer; however, he noted that this action will become effective immediately upon Treasurer Jacobson’s retirement, which is outlined in Item No. 8 on the agenda. Also relative to Item No. 7, Director Swan noted his interest in becoming more involved with both the Urban Water Institute and the Water Education Foundation. General Manager Cook stated that staff would follow up as needed. There being no further comments, on MOTION by Withers, seconded by Swan and unanimously carried, CONSENT CALENDAR ITEMS 5 THROUGH 10 WERE APPROVED AS FOLLOWS:

#### 5. BOARD MEETING MINUTES

Recommendation: That the minutes of the December 12, 2022 Regular Board meeting be approved as presented.

#### 6. 2023 LEGISLATIVE AND REGULATORY UPDATE

Recommendation: That the Board adopt an “SUPPORT” position on AB 30 (Ward), and a “WATCH” position on SB 3 (Dodds) and SB 34 (Umberg).

## CONSENT CALENDAR (CONTINUED)

### 7. MEMORANDUM ON OFFICERS OF THE BOARD, COMMITTEE APPOINTMENTS AND OTHER ASSIGNMENTS

Recommendation: That the Board receive and file the memorandum dated on January 9, 2023, titled Officers of the Board, Committee Appointments, and Other Assignments and approve attendance for meetings and events for the Board's representation for calendar year 2023 as delineated.

### 8. RESIGNATION AND APPOINTMENT OF TREASURER

Recommendation: That the Board appoint Cheryl Clary as the Irvine Ranch Water District Treasurer effective immediately upon Treasurer Jacobson's retirement.

### 9. 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 November 2022 summary of payroll ACH payments in the total amount of \$2,588,858, and approve the November 2022 accounts payable disbursement summary of warrants 431653 through 432314, workers' compensation distributions, ACH payments, virtual card payments, wire transfers, payroll withholding distributions and voided checks in the total amount of \$18,527,409.

### 10. VERIFICATION OF SUFFICIENT WATER SUPPLY FOR THE MARKET PLACE DEVELOPMENT PROJECT

Recommendation: That the Board approve the verification of sufficient water supply for the Market Place Development Project.

## ACTION CALENDAR

### PRINCIPLES FOR AGREEMENT WITH UNIVERSITY OF CALIFORNIA, IRVINE

Using a PowerPoint presentation, Recycled Water Development Manager Tetteimer reported that IRWD operates its drinking water and recycled water service programs in compliance with permits issued by the State Water Resources Control Board and the Santa Ana Regional Water Quality Control Board and that the permits require IRWD to perform certain tasks throughout its service area that are associated with use of recycled water, cross-connection control, and backflow prevention. Mr. Tetteimer said that the University of California, Irvine (UCI or University) has requested that IRWD delegate to UCI permit-related tasks that would normally be performed by IRWD on the UCI campus. These delegated tasks would be performed with oversight by IRWD staff.

Mr. Tetteimer said that to facilitate the requested delegations and to ensure compliance, an agreement between IRWD and UCI is proposed to articulate the roles and responsibilities of the

University. He said that principles for the proposed agreement include: 1) IRWD supports UCI performing mutually acceptable recycled water, backflow prevention and cross-connection control related tasks; 2) UCI acknowledges the scope of IRWD's responsibilities, and that the University must comply with IRWD permits, rules and regulations and other requirements; 3) IRWD will consult with UCI during the preparation of IRWD's Cross-Connection Control Plan; 4) UCI will conduct tasks in compliance with IRWD requirements; 5) UCI will have properly certified staff resources to conduct delegated tasks; 6) IRWD will work with UCI to develop field inspection forms; 7) All field inspection forms will be electronically transmitted to IRWD; 8) UCI will provide regular reports to IRWD describing the work completed and any corrective actions taken; 9) IRWD will review the regular reports and provide recommendations for corrective actions; 10) IRWD staff will periodically shadow UCI inspectors and cross-connection specialists to ensure that field work is being performed correctly; 11) UCI and IRWD will meet periodically to address matters of mutual interest and to revise procedures to ensure compliance; and 12) UCI shall insure, indemnify, and defend IRWD relative to work performed by UCI.

Director Withers said that this item was reviewed at the January 5, 2023, Water Resources Policy and Communications Committee meeting. On MOTION by Withers, seconded by LaMar and unanimously carried, THE BOARD AUTHORIZED THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH UNIVERSITY OF CALIFORNIA, IRVINE, TO DELEGATE CROSS-CONNECTION CONTROL, BACKFLOW PREVENTION, AND RECYCLED WATER USE RELATED ROLES AND RESPONSIBILITIES TO THE UNIVERSITY WITH THE OVERSIGHT BY IRWD, BASED ON THE PRINCIPLES PRESENTED.

#### DISTRICT-WIDE EMERGENCY GENERATOR FUEL STORAGE BUDGET INCREASE AND PRE-PURCHASE

Executive Director of Technical Services Burton reported that IRWD operates many of its critical water and sewer conveyance and treatment facilities with on-site emergency generators to provide electrical power in the event of a power outage. These generators typically have enough fuel (diesel) to power each facility for 24 hours. This project will increase the fuel stored at the generators at domestic water pump stations and sewage lift stations to provide 72 hours of operation.

Mr. Burton said that in July 2021, IRWD retained Psomas to evaluate District generator sites and develop the design for the project. He said that originally, 18 domestic water pump stations and sewage lift stations were included in the scope of work; however, Psomas and staff completed a comprehensive evaluation of the generator sites and determined that four of the sites should remain as-is and be removed from the project due to the minimal benefit for additional incremental fuel storage compared to the overall cost of the improvements. He said that staff evaluated the remaining 14 generators' condition, age, and operational history at these sites, and determined IRWD should proceed with replacing generator and add fuel storage to seven sites and add fuel storage improvements at four additional sites. He said that these improvements will be performed under separate projects due to other planned construction at the sites or due to the complexity of the improvements. These sites include the Santiago Hills Zone 5-8 Pump Station, the Baker Water Treatment Plant, the Michelson Water Recycling Plant/Operations Center, and the Zone A to Rattlesnake Reservoir Pump Station.

Mr. Burton said that Psomas recently completed the 75 percent design and is scheduled to complete design by March 2023 for the new generators and/or fuels storage improvements. He said that discussions with generator suppliers indicate that the lead time for procurement is currently 50 to 55 weeks so to minimize construction delays associated with extended lead times, staff requested bids to pre-purchase the generators from Caterpillar's representative, Quinn Power Systems, and Cummins – the two generator suppliers that have equipment installed across the District. He said that staff received a bid from Quinn Power Systems in the amount of \$1,068,450 and that Cummins declined to submit a bid. He further said that staff has determined that the pricing provided by Quinn Power Systems is appropriate.

On MOTION by LaMar, seconded by Swan and unanimously carried, THE BOARD AUTHORIZED A BUDGET INCREASE IN THE AMOUNT OF \$1,748,800, FROM \$819,000 TO \$2,567,800, FOR PROJECT 11536 AND IN THE AMOUNT OF \$1,473,800, FROM \$522,000 TO \$1,995,800, FOR PROJECT 11537; AND AUTHORIZED THE GENERAL MANAGER TO APPROVE A PURCHASE ORDER WITH QUINN POWER SYSTEMS IN THE AMOUNT OF \$1,068,450 FOR THE DISTRICT-WIDE EMERGENCY GENERATOR FUEL STORAGE, PROJECTS 11536 AND 11537.

#### GENERAL MANAGER'S REPORT

General Manager Cook reported that there is good progress relative to IRWD exiting from SOCWA, and that last week the District issued a Notice of Withdrawal. He said it is anticipated that if all goes well, the effective date for withdrawal will be on June 30, 2023.

#### DIRECTORS' COMMENTS

Director LaMar reported on his attendance at a CCEEB Water Quality Task Force meeting, a NCC Technical Advisory Committee meeting, a NCC lunch meeting with acting OC Parks Director Pam Passow, an IRWD briefing for Councilmember Tammy Kim, and a WACO meeting.

Director Withers said that he attended all of the meetings listed along with an ISDOC Executive Committee meeting at the beginning of the year.

Director Swan said that he attended all of the meetings listed and highlighted the Colorado River Water Users Association conference along with a MWDOC Board workshop with MWD Directors.

Director McLaughlin said that she was unable to attend the WACO meeting, but did attend the CCEEB Water Quality Task Force meeting with Director LaMar.

#### ADJOURNMENT

President McLaughlin adjourned the meeting at 5:42 p.m.

APPROVED and SIGNED this 23rd day of January 2023.

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President, IRVINE RANCH WATER DISTRICT

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Secretary, IRVINE RANCH WATER DISTRICT

APPROVED AS TO FORM:

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Claire Hervey Collins, General Counsel  
Hanson Bridgett LLP

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