



**INFRASTRUCTURE TASK FORCE
MEETING MINUTES
MONDAY, FEBRUARY 27, 2023
Encinitas City Hall, Poinsettia Room
505 S. Vulcan Ave. Encinitas, CA 92024**

Archived Committee Recordings may be viewed on the City's webpage at:
<https://encinitasca.gov/Government/Agendas-Webcasts>

CALL TO ORDER/ROLL CALL

Meeting called to order at **5:02 pm** by Task Force Manager Jill Bankston

Present: Task Force Members: Linda Culp, Scott Maloni, Nicole A. Moreland, Dianna Mansi Nunez, Kendra Rowley, Richard (Dick) Stern, Nivardo Valenzuela

Absent: Task Force Member Kendra Rowley

Staff Representatives: Jill Bankston, Engineering Department Director/City Engineer and Task Force Manager; Brandi Lewis, Executive Secretary and Task Force Coordinator

CHANGES TO THE AGENDA

(Announce Administrative Changes to the Agenda in compliance with the Brown Act.)

a. None

1. WELCOME AND STAFF INTRODUCTIONS

a. Jill Bankston, Engineering Department Director/City Engineer and Infrastructure Task Force Manager and Brandi Lewis, Executive Secretary and Task Force Coordinator made self-introductions.

2. ORAL COMMUNICATIONS/PUBLIC COMMENT

a. None

3. DISCUSSION OF GROUND RULES: BROWN ACT, ROSENBERG RULES OF ORDER, QUORUM REQUIREMENTS, ATTENDANCE.

a. **RECOMMENDED ACTION:** Receive Oral Report

1. Jill Bankston spoke about Task Force ground rules, Brown Act and Roberts Rules/ Rosenberg Rules of order for conducting commission business.
2. Brandi Lewis spoke about general Brown Act communication practices, meeting attendance notification and quorum requirements.

4. PRESENTATION AND REVIEW OF INFRASTRUCTURE TASK FORCE PURPOSE AND GUIDELINES FROM CITY COUNCIL SUBCOMMITTEE

a. RECOMMENDED ACTION: Receive Oral Report

1. Jill Bankston spoke about the Infrastructure Task Force purpose and guidelines directed by City Council.

5. REVIEW AND DISCUSSION OF COMMITTEE ROLES AND RESPONSIBILITIES; MOTIONS, CHAIRS ROLES, and APPOINTED COMMITTEE MEMBER INTRODUCTIONS

a. RECOMMENDED ACTION: Receive Oral Report and Committee Member Introductions

1. Jill Bankston spoke about role of Commission Chair/Vice Chair.
2. Task Force Members made self-introductions, discussed personal and professional backgrounds and shared points of interest for participating in the task force. Introductions were made in the following order: Dianna Mansi Nunez, Scott Maloni, Linda Culp, Richard (Dick) Stern, Nicole A. Moreland, Nivardo Valenzuela

6. SELECTION OF COMMITTEE CHAIR AND VICE CHAIR

a. RECOMMENDED ACTION: Receive Nominations and Committee Selection of Chair and Vice Chair

1. Motion to appoint Linda Culp as Chair: approved: 6-0-1 (Valenzuela/Maloni; Rowley absent)
2. Motion to appoint Scott Maloni as Vice Chair: approved: 6-0-1 (Stern / Valenzuela; Rowley absent)

7. DISCUSSION OF PROPOSED FUTURE MEETING SCHEDULE & PROPOSED TOPICS

a. RECOMMENDED ACTION: Receive and Accept Proposed Meeting Schedule/Direct changes to the regular meeting schedule.

1. Jill Bankston presented the proposed meeting schedule, dates and topics. Additional meetings may be added to the schedule, as -needed.
2. Committee direction to reschedule the December 25, 2023 meeting to the prior Monday, December 18, 2023.
3. Revised schedule will be presented at the March 27 meeting for review and approval.

8. COMMITTEE REQUESTS FOR ADDITIONAL TOPICS/INFORMATION

a. RECOMMENDED ACTION: Direction on additional topics/information.

1. Committee consensus to include additional information on the following topics:
 1. Water, wastewater, recycled water, stormwater.
 2. Distinction between enterprise funds and other funds.
 3. Information on any State Mandates impacting future infrastructure or facilities.

4. Copies of city studies and documents, conclusions of completed studies, and goals identified in strategic workshops to help facilitate identifying priority projects.
2. Documents will be assembled and made available on the City Website/ITF web page.
3. Topics will be added to future meeting schedule for presentation as needed.

9. ADDITIONAL PUBLIC COMMENT ON AGENDA RELATED ITEMS (3 MINUTES/SPEAKER)

- a. Ron Dodge introduced himself and spoke about his participation in prior and current city task force efforts.

10. NEXT MEETING: Monday, March 27, 2023. Primary Topic: Detail on City Budget

11. ADJOURNMENT - (5:45 p.m.)