

**HELIX WATER DISTRICT**  
*Setting standards of excellence in public service*

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, August 19, 2015 – 2 p.m.**  
**7811 University Avenue, La Mesa, CA 91942-0427**

1. President Verbeke called the meeting to order at 2 p.m. The roll call showed Directors Verbeke, Muse, Hedberg, Linden and Scalzitti present.

Staff present: Lugo, Tomasulo, Stoia, Hayman, Bryant, Janzen, Olney, Uhrhammer, Salois, Schipper, Masterson, Palechek, Lyford, Curtis, Sullivan, Lunde, Jenkins, Emery, Geitz, Anub and Annett. General Counsel Scott Smith was also present.

Others present: Lake Cuyamaca Recreation and Park District General Manager Race Paddock.

2. Vice President Muse gave the invocation and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported there were no additions or deletions to the agenda. The agenda was approved unanimously.

Motion:	Hedberg
Second:	Linden
Vote:	5 ayes

4. President Verbeke provided opportunity for members of the public to address the board on any item under the subject matter jurisdiction of the district. There was no one to be heard.

5. The consent agenda was approved unanimously.

Motion:	Linden
Second:	Scalzitti
Vote:	5 ayes

Director Scalzitti requested clarification regarding check number 173759 to N Harris Computer Corporation. Director of Administrative Services Lisa L. Stoia stated the check was in support of the HP replacement project.

- a) The following operating account checks submitted for ratification were approved:
- i. list dated August 4, 2015
  - ii. list dated August 11, 2015

- b) Memorandum dated August 19, 2015, from the board secretary submitting expense and per diem claims was approved.
  - c) The minutes of the regular board meeting of August 5, 2015, were approved with a minor change at the request of Director Hedberg.
  - d) The board adopted the following attendance consideration:
    - i. California Special Districts Association Annual Conference  
September 21-24, 2015  
Monterey Marriott Hotel, CA
  - e) The board adopted the following resolutions:
    - i. 15-53 authorizing the quitclaim of one aligned easement in the city of La Mesa, county of San Diego, state of California, assessor parcel number 494-482-18
    - ii. 15-54 authorizing the quitclaim of one aligned easement in the city of La Mesa, county of San Diego, state of California, assessor parcel number 491-230-17
    - iii. 15-56 declaring construction complete and authorized filing a notice of completion for Stanford Greens project, Work Order 4071
6. The board appropriated funds in the amount of \$606,000 for the total project from schedule 64, item 20 of the fiscal year 2015-16 budget to replace motor control centers 3 and 5 at the R.M. Levy Water Treatment Plant, and authorized the purchase of two Model 2100 Eaton/Cutler Hammer MCCs in the amount of \$96,850 from Walters Wholesale Electric. The motion passed unanimously.

Motion:	Scalzitti
Second:	Linden
Vote:	5 ayes

7. The board adopted Resolution 15-57 awarding construction of pipeline project Greenfield Drive (1), South Lincoln Avenue, Easement at Corto and Crystal Lane, Greenfield Drive (2), Oro Street, North Second Street, Greenfield Drive (3), and easement at Greenfield Tank, Work Order 4239, to the lowest responsive, responsible bidder, Universal Pipeline Inc. of Menifee, CA in the amount of \$1,979,050; and appropriated funds in the amount of \$2,530,000 from schedule 64, item 4, of the fiscal year 2015-16 capital budget for the construction of the project. The motion passed unanimously.

Motion:	Scalzitti
Second:	Hedberg
Vote:	5 ayes

8. The board authorized staff to call for bids for the emergency interconnection upgrades project, Work Order 4407; approved Tuesday, September 22, 2015 at 10 a.m. as the bid opening date and time; and authorized the general manager to execute two agreements for emergency interconnections between Helix Water District and Otay Water District. The motion passed unanimously.

Motion: Scalzitti  
Second: Linden  
Vote: 5 ayes

9. The board appropriated funds in the amount of \$30,000 from schedule 64, item 14 of the fiscal year 2015-16 capital budget for the design of the small valve replacement project fiscal year 2016-17, Work Order 4616. The motion passed unanimously.

Motion: Linden  
Second: Hedberg  
Vote: 5 ayes

10. The board appropriated funds in the amount of \$90,000 from schedule 64, item 7 of the fiscal year 2015-16 capital budget for the design of pipeline project Jamacha Road, Vista Del Valle Boulevard and Flume Right of Way, Work Order 4459. The motion passed unanimously.

Motion: Scalzitti  
Second: Linden  
Vote: 5 ayes

11. The board appropriated funds in the amount of \$80,000 from schedule 64, item 6 of the fiscal year 2015-16 capital budget for the design of pipeline project El Monte Road, Main Street, Magnolia Avenue, Cypress Avenue, Dennstedt Place, Murray Drive, Grape Street, Renette Avenue, alley South of Main Street and surrounding easements, Work Order 3615. The motion passed unanimously.

Motion: Scalzitti  
Second: Linden  
Vote: 5 ayes

12. The board appropriated funds in the amount of \$120,000 from schedule 64, item 8 of the fiscal year 2015-16 capital budget for the survey and design for pipeline project Acacia Avenue, Orange Avenue, Fairview Avenue, Pasadena Avenue, Upland Street, Tulare Street and Shirley Drive, Work Order 4624. The motion passed unanimously.

Motion: Scalzitti  
Second: Linden  
Vote: 5 ayes

13. The board appropriated funds in the amount of \$30,000 from schedule 64, item 10 of the fiscal year 2015-16 capital budget for pre-design of the welded steel pipeline replacement project Washington Avenue, Grossmont Avenue, Wilson Avenue and Palm Avenue, Work Order 4625. The motion passed unanimously.

Motion: Scalzitti  
Second: Linden  
Vote: 5 ayes

14. The board adopted Resolution 15-55 declaring construction complete and authorized filing a notice of completion for the administration office blinds replacement project, Work Order 4473. The motion passed unanimously.

Motion: Muse  
Second: Scalzitti  
Vote: 5 ayes

President Verbeke congratulated staff stating the blinds look wonderful. Director Hedberg asked if the blinds were keeping the offices cooler. Facilities Supervisor Doug L. Emery and General Manager Carlos V. Lugo stated the shades appear to be making a difference and office temperatures will continue to be monitored. Director Linden reviewed the lifetime warranty for the fabric and one to three year warranties for the moving components.

15. The board amended the existing as-needed traffic control services agreement with Hudson Safe-T-Lite Rentals, as described in the First Amendment to the Agreement for As-Needed Traffic Control Services. The motion passed unanimously.

Motion: Hedberg  
Second: Linden  
Vote: 5 ayes

Director Hedberg noted the base rate had increased. Director of Operations Tristan D. Hayman stated this was the negotiated rate which is still lower than all the previously received bids. Director Linden clarified that there are five local companies providing said services.

16. The board voted for the Association of California Water Agencies Region 10 Nominating Committee's recommended slate of officers. The slate includes: Brain J. Brady as Chair (Fallbrook Public Utility District General Manager); Cathy Green as Vice Chair (Orange County Water District President); Board Members: Jim Atkinson (Mesa Water District Director); Charles T. Gibson (Santa Margarita Water District Director); Larry McKenney (Metropolitan Water District Director, Municipal Water District of Orange County); Richard L. Vasquez (Vista Irrigation District Director); and DeAna Verbeke (Helix Water District Board President). The motion passed unanimously.

Motion:	Verbeke
Second:	Scalzitti
Vote:	5 ayes

**INFORMATION:**

- A. The board received an update and PowerPoint presentation on the status of the district's HP Replacement, Phase I Project. A customer self-service demonstration was provided. Director Hedberg and Director Scalzitti asked that the tiers be identified on the water bills. Vice President Muse verified recurring payments could be handled through automatic payment without a fee. Director Hedberg clarified that lower credit card rates were negotiated for the customers.
- B. The board received an update and PowerPoint presentation regarding the district's drought action plan for July 2015. Discussion ensued regarding the state's Model Water Efficient Landscape Ordinance. Vice President Muse asked when the state would fine agencies not in compliance with the mandated water reduction. General Manager Carlos V. Logo stated in June five local agencies did not meet the requirement. They have not been fined, but the state is meeting with the agencies, tracking their efforts and will follow-up regarding progress.
- C. The board received the water use report for irrigation accounts with water budgets. Water use among these accounts decreased 20 percent from fiscal year 2013-14 and 65-87 percent of accounts remained within budget each billing period during fiscal year 2014-15. Government accounts made the largest cutbacks. Director Hedberg asked is the district had purchased rain barrels since funding is now available. Mr. Lugo reported no rain barrels had been purchased. Water Conservation Specialist Michelle M. Curtis reported rebates of \$75 per barrel are available for up to four barrels per property. Director of Operations Tristan D. Hayman reviewed the shutdown process and notification to customers, flushing brochures and stated hydrojetting of pipelines is currently being evaluated. Hydrojetting costs two dollars per linear foot. There is no cost savings to the district, but the use of less water to flush lines helps address the value of water for the district's customers.

**DISCUSSION:**

- A. President Verbeke mentioned the Association of California Water Agencies Region 10 event and Assemblyman Brian Jones' Drought Town Hall attended by a majority of the board.
- B. Vice President Muse reported the Joint Powers Insurance Authority Executive Committee determined there will be no premium increases for liability coverage. Director Scalzitti provided an oral report regarding Lake Jennings. Discussion ensued. President Verbeke requested a color copy of the new recreation logo be provided to the board of directors at the next regular board meeting.

- C. General Manager Carlos V. Logo reported the San Diego County Water Authority won \$188 million from the Metropolitan Water District rate case (not including interest); discussed the handout “Help your Trees Survive the Drought”; and reported that Metropolitan Water District and San Diego County Water Authority both released the names of participants in the turf rebate program in response to a public records request.
- D. General Counsel Scott C. Smith detailed the State Controller’s audit of the city of West Covina.
- E. Board Secretary Sandra L. Janzen reviewed future agenda items and reminded the board that the October 7, 2015, regular board meeting will be held at 5 p.m. for the Proposition 218 public hearing.

President Verbeke adjourned the meeting at 3:54 p.m.

ATTEST:

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Sandra L. Janzen, Board Secretary

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DeAna R. Verbeke, President

