

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

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, April 6, 2016 – 2 p.m.**  
**7811 University Avenue, La Mesa, CA 91942-0427**

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

Staff present: Lugo, Stoia, Tomasulo, Umphres, Hayman, Janzen, Ross, Salois, Schipper, Uhrhammer, Curtis, Masterson, MacMaster, Geitz, Olney, Miller, Rink, Triebel and Okewole. General Counsel Steven G. Martin was also present.

Others present: Customers Mark Gracyk, Tom Brady, Dr. Lillian Childs, Bob Friedgen, Elizabeth Robertson and Parker VanEvery. San Diego Union-Tribune Reporter Karen Pearlman was also present.

2. President Verbeke 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: Scalzitti  
Second: Hedberg

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: Muse  
Second: Linden

- a) Memorandum dated April 6, 2016, from the board secretary submitting expense and per diem claims was approved.
- b) The board approved the minutes of the regular board meeting of March 2, 2016 and the minutes of the Committee of the Board meeting of March 23, 2016.

- c) The following operating account checks submitted for ratification were approved:
  - i. list dated March 1, 2016
  - ii. list dated March 8, 2016
  - iii. list dated March 15, 2016
  - iv. list dated March 22, 2016
  - v. list dated March 29, 2016
  
- d) The board received the reports for the month of February 2016:
  - i. Claims report
  - ii. Treasurer's report
  - iii. Budget Summary
  - iv. Rainfall, Use and Storage report
  - v. System Demand report
  - vi. Conservation Status report
  - vii. Monthly Demand report
  
- e) Resolution(s)

The board adopted Resolution 16-07 declaring construction complete and authorized filing a notice of completion for Highview Lane water main extension, Work Order 1187.

The board adopted Resolution 16-09 declaring the third week of April as Native Plant Week 2016 in celebration of California's natural heritage of native plants.

The board adopted Resolution 16-10 authorizing the quitclaim of one aligned easement in the city of El Cajon, county of San Diego, state of California, assessor parcel numbers 493-370-10 and 493-370-30.

The board adopted Resolution 16-12 authorizing the quitclaim of one aligned easement in the city of El Cajon, county of San Diego, state of California, assessor parcel numbers 514-050-19 and 44, 514-061-03, 05, 06 and 07.

## **ACTION ITEMS**

- 6 The board provided comments to staff regarding the draft guidelines and principles for developing the fiscal year 2016-17 preliminary budget following a PowerPoint presentation provided by Director of Administrative Services Lisa L. Stoia. The board agreed to use the capacity fee reserve for the fiscal year 2016-17 budget; to conduct a five-year projection special board workshop on May 11, 2016, at 5 p m. to encourage the attendance of working customers; and for staff to

run multiple budget scenarios using the conservation percentages of 12, 14, 16 and 18.

7. The board appropriated funds in the amount of \$50,000 from schedule 64, item 22 of the fiscal year 2015-16 capital budget for the design of the Helix 3 Tank electrical improvements project, Work Order 4627. The motion carried unanimously.

Motion: Muse  
Second: Linden

8. The board appropriated funds in the amount of \$80,000 from schedule 64, item 27 of the fiscal year 2015-16 capital budget for the removal of the El Monte electrical shed, Work Order 4727. The motion carried unanimously.

Motion: Muse  
Second: Linden

9. The board adopted Resolution 16-08 declaring construction complete and authorized filing a notice of completion for the fiscal year 2015-16 small valve replacement project, Work Order 4443. The motion carried unanimously.

Motion: Linden  
Second: Scalzitti

10. The board set May 18, 2016, at 2 p.m. as the date and time for a public hearing regarding the 2015 Urban Water Management Plan. The motion carried unanimously.

Motion: Scalzitti  
Second: Linden

President Verbeke adjourned the meeting at 3:20 p.m. to prepare for the scholarship presentation.

President Verbeke reconvened the meeting at 3:30 p.m.

11. The board recognized Parker D. VanEvery as the 2016 recipient of the Dr. Lillian Childs scholarship and Allison Hale as the recipient of the Robert D. Friedgen 2016 district scholarship. Senior Public Affairs Representative Michael J. Uhrhammer stated that although Ms. Hale was unable to attend the presentation, she expressed an interest in coming to a future board meeting. Director Hedberg made the certificate presentation. Dr. Childs and Mr. Friedgen both attended to congratulate Mr. VanEvery. The presentation was followed by photographs.

A motion was made, at the request of staff, to receive the background information in item 13 prior to voting on item 12. The motion carried unanimously.

Motion: Linden  
Second: Muse

12. The board adopted Resolution 16-11 revising the drought action plan to rescind the limit on outdoor irrigation of no more than two days per week and allow watering up to three days per week, effective April 6, 2016. The motion carried unanimously.

Motion: Linden  
Second: Scalzitti

### **INFORMATION**

13. The board received an update on the district's drought action plan for February 2016.
14. The board received and filed the certificate of achievement for excellence in financial reporting for Helix Water District's comprehensive annual financial report submitted for the fiscal year ended June 30, 2015. President Verbeke thanked Senior Accountant Robert A. Masterson and Accounting Technicians Christina K. Rink and Ann E. Triebel for providing excellent service to the district.

### **DISCUSSION**

15. President Verbeke stated the Metropolitan Water District of Southern California will be discussing rates at their next board meeting. She stated the Water Conservation Garden sold over 400 tickets at \$20 each for the Water-Wise Home Garden Tour and that the Garden's Spring Festival is April 23, 2016, from 9 a.m. to 3 p.m.
  - a) President Verbeke shared comments from the public complimenting Senior Right of Way Agent/Environmental Analyst Stephen L. Geitz, for his excellent customer service and assistance to a family in obtaining an encroachment agreement.
16. President Verbeke, Vice President Muse and Director Linden provided written reports. Vice President Muse also stated the Association of California Water Agencies/Joint Powers Insurance Agency Board of Directors approved a 10 percent reduction in the workers' compensation insurance premium. Director Scalzitti stated he met the Best Best & Krieger Legislative Advocacy Group. Director Hedberg reported on ACWA's Legislative Days. Director Scalzitti also requested staff arrange a trip to Lake Cuyamaca for the board of directors.

17. General Manager Carlos V. Lugo stated he would invite members of BB&K's Legislative Advocacy Group to a future board meeting and detailed future board agenda items for the April 20, April 27, May 11, May 18 and May 31, 2016 meetings. President Verbeke requested Board Secretary Sandra L. Janzen email an updated calendar to the board of directors and encouraged the directors to inform Ms. Janzen regarding any vacation plans.
  
18. General Counsel Steven G. Martin stated members of the Legislative Advocacy Group would be happy to meet the board and mentioned several bills before the assembly and senate regarding the California Public Records Act and proposed groundwater legislature.

President Verbeke adjourned the meeting at 4:22 p.m.

ATTEST:

  
Sandra L. Janzen, Board Secretary

  
DeAna R. Verbeke, President