

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

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, September 21, 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, Hedberg, Linden and Scalzitti. Vice President Muse was absent.

Staff present: Lugo, Hayman, Stoia, Tomasulo, Umphres, Janzen, Olney, Bryant, Lawler, Ross, Schipper, Miller, Garuba, Curtis, Masterson, Salois and Annett. General Counsel Elizabeth W. Hull was also present.

At 3 p.m. the boardroom was filled with Helix Water District employees, retirees and the family of Tristan D. Hayman in honor of his 20 year service award.

Others present: No others were present.

2. Director Linden 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 4:0.

Motion: Hedberg  
Second: Scalzitti  
Ayes: Verbeke, Hedberg, Linden, Scalzitti  
Absent: Muse

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 4:0.

Motion: Linden  
Second: Scalzitti  
Ayes: Verbeke, Hedberg, Linden, Scalzitti  
Absent: Muse

- a) Memorandum dated September 21, 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 September 7, 2016.
- c) The following operating account checks submitted for ratification were approved:
  - i. list dated September 6, 2016
  - ii. list dated September 13, 2016
- d) Reports  
The board received the reports for the month of August 2016:
  - i. Claims report
  - ii. Treasurer's report
  - iii. Budget summary
  - iv. Rainfall, Use and Storage report
  - v. System Demand report
  - vi. Monthly Demand report
  - vii. Conservation Status report

Director Hedberg and Director Scalzitti asked questions regarding water usage to be covered during the district's drought action plan for August 2016 update. Assistant Director of Administrative Services Jennifer C. Bryant discussed the timing of the budget summary.

### **ACTION ITEMS**

- 6. The board authorized General Manager Carlos V. Lugo to execute a professional services agreement with Pipeline Inspection and Condition Analysis Corporation, in the amount of \$403,574; and appropriated additional funds in the amount of \$570,000 from schedule 64, item 15 of the fiscal year 2016-17 capital budget for the Aqueduct 2 pipeline condition assessment project, Work Order 4746. The motion carried 4:0.

Motion: Linden  
Second: Hedberg  
Ayes: Verbeke, Hedberg, Linden, Scalzitti  
Absent: Muse

Engineering Manager Timothy J. Ross provided a PowerPoint presentation and answered all questions. President Verbeke requested details regarding the water quality of the raw water feed. System Operations Manager Brian M. Olney

detailed the pipeline sources and the operational flexibility these pipelines provide to maintain the highest quality blend. General Manager Carlos V. Lugo pointed out that corrosive native backfill was used when the pipeline was originally installed. Mr. Lugo also stated that partnering with San Diego County Water Authority has been beneficial and cost effective. Director Linden clarified that the pipeline is 58 years old and may need full replacement. Director Hedberg verified that the test provides a snapshot in time and includes funds to mobilize on the three worst defects for verification and repair.

7. The board authorized staff to call for bids and set Thursday, October 20, 2016, at 10 a.m. as the bid opening date and time for the small valve replacement project fiscal year 2016-17, Work Order 4616. The board determined the project exempt under the California Environmental Quality Act and approved the project. The motion carried 4:0.

Motion: Hedberg  
Second: Scalzitti  
Ayes: Verbeke, Hedberg, Linden, Scalzitti  
Absent: Muse

President Verbeke adjourned the meeting at 3 p.m. to prepare for the service award presentation.

President Verbeke reconvened the meeting at 3:12 p.m.

8. Director of Operations Tristan D. Hayman received an award for 20 years of district service. He was joined by retirees, co-workers and family. General Manager Carlos V. Lugo introduced Mr. Hayman and provided background information; Director Scalzitti presented a framed certificate. Mr. Hayman introduced his family and thanked the board, executive team, his co-workers and family for their support.

President Verbeke adjourned the meeting at 3:30 p.m. for service award photographs.

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

### **INFORMATION**

9. The board received an update on the district's drought action plan for August 2016 and reviewed the comment letter sent to the State Water Resources Control Board in regards to the proposal to implement Executive Order B-37-16 through water shortage contingency plans and long-term water use targets. Senior Public Affairs Representative Michelle M. Curtis provided a PowerPoint presentation and answered questions in regards to long-term regulations suggested by proposed revisions to Senate Bill X7-7 which considers assigning water budgets to each

agency taking into account customers' indoor water use based on population; outdoor standard water budgets based on acreage; and commercial, industrial and institutional water budgets. District staff will continue to attend workshops, webinars and submit comment letters on behalf of Helix Water District customers. President Verbeke verified the January deadline may be extended. Director Hedberg stated her support for CII evaluations. Mr. Lugo stated these evaluations are currently proposed as unfunded mandates. Director Linden commended staff regarding the WaterSmart Landscape Design workshops provided to customers.

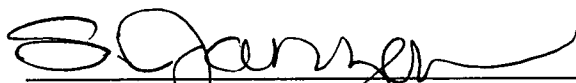
## **DISCUSSION**

10. President Verbeke had nothing additional to report.
  - a) President Verbeke recognized the excellent customer service provided by Water Conservation Representative Christopher N. Snyder.
11. Director Linden provided a written report. Director Hedberg reported that she attended the WaterReuse San Diego Chapter meeting on September 20, 2016 at 10 a.m. with Director of Engineering James A. Tomasulo, Director of Water Quality/System Operations Mark D. Umphres, Engineering Manager Milica K. Schipper and System Operations Manager Brian M. Olney. Director Hedberg reported that the state is requiring additional research. Director Scalzitti reported that he attended the San Diego Local Agency Formation Commission Special Districts Advisory Committee on September 16, 2016 at 9:30 a.m. Director Scalzitti stated the meeting focused on cemetery districts.
12. General Manager Carlos V. Lugo detailed future board agenda items for the September 28, October 5, October 19, October 26, November 2 and November 16, 2016 meetings. President Verbeke requested Director Scalzitti chair the Committee of the Board meeting on September 28, 2016, in the absence of both the president and vice president.
13. General Counsel Elizabeth W. Hull had nothing additional to report.

## **ADJOURNMENT**

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

### **ATTEST:**

  
Sandra L. Janzen, Board Secretary

  
DeAna R. Verbeke, President