

HELIX WATER DISTRICT

Setting standards of excellence in public service

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, July 1, 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, Hayman, Umphres, Tomasulo, Stoia, Janzen, Bryant, Sullivan, Schipper, MacMaster, Uhrhammer, Salois, Masterson and Annett. General Counsel Scott Smith arrived at 2:24 p.m.

Others present: Customer Russell Buckley.

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:	Linden
Second:	Scalzitti
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. Mr. Russell Buckley addressed the board regarding drought messaging and requested legislative support for desalination. General Manager Carlos V. Lugo briefly reported the actions being taken to develop additional local water resources.

5. The consent agenda was approved unanimously.

Motion:	Muse
Second:	Linden
Vote:	5 ayes

- a) The following operating account checks submitted for ratification were approved:

- i. list dated June 16, 2015
- ii. list dated June 23, 2015

- b) Memorandum dated July 1, 2015, from the board secretary submitting expense and per diem claims was approved.

c) The following minutes were approved:

- i. regular board meeting of June 17, 2015
- ii. Committee of the Board meeting of June 24, 2015

6. The board appropriated funds in the amount of \$313,000 from schedule 76, items 1-8, of the fiscal year 2015-16 capital budget for the purchase of replacement vehicles. The motion passed unanimously.

Motion:	Scalzitti
Second:	Hedberg
Vote:	5 ayes

Director Scalzitti asked for the current mileage of the vehicles to be replaced and stated this information should have been provided in the report. Director Linden requested additional information regarding the timing of trade-ins and the evaluation of consumer reports. Director of Operations Tristan D. Hayman stated these details are evaluated and vehicles purchased must have proven track records for fleet operations.

7. The board amended the existing landscape maintenance services agreement with Greenbrier Lawn & Tree Expert Co. Inc. for routine landscape maintenance services for all Helix Water District facilities for an additional two years, effective August 1, 2015. The motion passed unanimously.

Motion:	Scalzitti
Second:	Linden
Vote:	5 ayes

Director Scalzitti asked for clarification of the district's water use. Facilities Manager Kevin D. Sullivan and Director of Operations Tristan D. Hayman stated that all sprinkler timers are set to the two day schedule customers are following, that the treatment plant sprinklers had been retrofitted for micro spray, and that staff is tracking and comparing current usage to 2013.

8. The board authorized staff to call for bids for the small valve replacement project fiscal year 2015-16, Work Order 4443, and set July 30, 2015 at 2 p.m. for the bid opening. The motion passed unanimously.

Motion:	Hedberg
Second:	Scalzitti
Vote:	5 ayes

INFORMATION:

A. The board recognized the recipients of safety awards for the period of January 2015 through June 2015. Helix Water District safety award recipients: Kolton

Gustafson, Mike Maynard, Larry Moon, Byron Richardson. Kolton Gustafson also received the Association of California Water Agencies Joint Power Insurance Authority H.R. LaBounty Safety Award. Byron Richardson's snake box lead to board discussion.

DISCUSSION:

- A. President Verbeke thanked staff for the drought presentations provided to the cities, chambers, schools and other organizations.
 - i. The following Helix Water District employees received compliments regarding their customer service: Valve Maintenance Technician Robert A. Mineo, Customer Service Representative Cheree R. Burton, Customer Service Supervisor Sonya M. Andrews and Customer Service Manager Brian D. Lawler.
- B. Vice President Muse and Director Linden provided written reports. Vice President Muse also provided details from the Association of California Water Agencies Joint Powers Insurance Authority Employee Benefits Committee meeting regarding medical, dental and vision rates. Supplementary life insurance and retiree coverage options were also detailed. Director Linden reported the San Diego County Water Authority has provided a reminder to the public not to water 48 hours following significant rain. Director Hedberg reported she attended the July 1, 2015, Water Reliability Coalition meeting and stated messaging is being evaluated with a preference of "pure water" instead of direct or indirect potable reuse. Director Hedberg asked for clarification regarding changes to pay-near-me. Director of Administrative Services Lisa L. Stoia reported nearly 500 customers received letters of the changes. The new vendor will save the customers money and provide more locations to pay their water bills with retailers such as CVS and Walmart participating. Director Linden asked how many customers use this service. Ms. Stoia reported nearly 500 have used pay-near-me, but our demographic does appreciate coming to the office to pay their bills in person.
- C. General Manager Lugo stated a drought report will be provided to the board of directors during the second regular board meeting each month. He also reported drought presentations have been made to every city within our service area, to a number of chambers and groups including plumbers. Director Hedberg requested a fact sheet regarding trees.
- D. General Counsel Scott Smith reported the California Fair Political Practices Commission is looking to change the threshold from 10 percent to 25 percent of the population effected by a decision in determining if a board member may participate in the discussion and vote on an item that personally affects them. Mr. Smith also reported the State Attorney filed a request for the California Supreme Court to depublish the San Juan Capistrano case due to its vague, overbroad and non-support effect on water conservation. The court will look at Articles 10 and 13. Mr. Smith introduced a pending case for the city of Los Angeles regarding attorney-client privileges as to confidential communication.

- E. Board Secretary Sandra L. Janzen reviewed future agenda items for the July 15 regular board meeting and the July 22 Committee of the Board meeting. Ms. Janzen confirmed the August 5, 2015, regular board meeting was moved to 5 p.m. for the cost of service study, draft water rates, and draft Proposition 218 notice. President Verbeke stated an email was received from Director Hedberg requesting the August 5 meeting be moved to July 29 or August 12. Vice President Muse stated he is the board representative for the National Water Resource Association and chose not to attend the NWRA Conference due to the schedule conflict with a Helix Water District regularly scheduled board meeting. Director Scalzitti stated Director Hedberg is passionate about attending the Helix Water District meeting but has a conflict and that the meeting should accommodate all directors' schedules. Director Linden stated August 5 worked best for his schedule. Director Hedberg stated she contacted the consultant for the cost of service study and legal counsel and both are available for a special board meeting on July 29 or August 12. Director Hedberg stated her desire to move the meeting was not just about attendance at the conference, but that a family vacation was planned. President Verbeke suggested Director Hedberg fly back from Monterey for the August 5 meeting. Director Hedberg stated no flights are available. President Verbeke reported she was not available on the other dates and that the meeting would remain as scheduled on August 5, 2015 at 5 p.m.

President Verbeke adjourned the meeting at 3:09 p.m.

ATTEST:

Sandra L. Janzen, Board Secretary

DeAna R. Verbeke, President

