

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

**MINUTES**  
**ADJOURNED REGULAR MEETING AND SPECIAL MEETING**  
**OF THE BOARD OF DIRECTORS**  
**Wednesday December 9, 2015 – 4 p.m.**  
**7811 University Avenue, La Mesa, CA 91942-0427**

1. President Verbeke called the adjourned regular board meeting to order at 4 p.m. and the special board meeting to order at 4:02 p.m. The roll call showed Directors Verbeke, Hedberg, Linden and Scalzitti present. Vice President Muse was absent.

Staff present: Lugo, Stoia, Umphres, Tomasulo, Hayman, Bryant, Janzen, Olney, Curtis, Uhrhammer, Emery, Sullivan, Doubrava, Fox, Geitz, Miller, Salois and Annett. General Counsel Elizabeth W. Hull was also present.

Others present: Customers Judith K. Walters and Tom Brady. Executive Director of the Lakeside's River Park Conservancy Robin Rierdan and legal counsel James Dodson were also 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: Scalzitti  
Second: Hedberg

Vote: 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 were no requests to be heard.
5. The consent agenda was approved 4:0.

Motion: Linden  
Second: Scalzitti

Vote: Ayes: Verbeke, Hedberg, Linden, Scalzitti Absent: Muse

- a) The following operating account checks submitted for ratification were approved:
  - i. list dated November 17, 2015
  - ii. list dated November 24, 2015
  - iii. list dated December 1, 2015

- b) Memorandum dated December 9, 2015, from the board secretary submitting expense and per diem claims was approved.
  - c) The board approved the minutes of the regular board meeting of November 18, 2015.
  - d) The board approved the following attendance considerations:
    - i. State Water Resources Control Board  
Notice of Public Workshop/Urban Water Conservation  
December 7, 2015 at 10 a.m.  
Sacramento, CA
    - ii. Colorado River Water Users Association Conference  
December 16-18, 2015  
Las Vegas, NV
  - e) The board adopted the following resolution:
    - i. 15-73 authorizing the quitclaim of an aligned easement in the city of El Cajon, county of San Diego, state of California, assessor parcel number 400-160-09
6. The board received a presentation by Butch Paddock, General Manager of Lake Cuyamaca Recreation and Park District. Mr. Paddock reported the lake is at 36 percent of capacity relying on runoff for lake-fill; cooler water temperatures are allowing for trout fishing; new electric has been installed for recreational vehicle sites in the Lone Pine area; parking lots have been resurfaced; 800 square foot cabins are being built; the trenches have been cleared for runoff; and the restaurant was remodeled and leased to a concessionaire. Mr. Paddock invited the board to enjoy a picnic with the Lake Cuyamaca Recreation and Park District Board of Directors in the spring. President Verbeke instructed the board secretary to make these arrangements and thanked Mr. Paddock for the presentation. Directors Scalzitti and Hedberg asked clarifying questions and also thanked Mr. Paddock for the update.
7. The board declared items surplus to the needs of the district and authorized disposal at the discretion of district staff. The motion carried 4:0.

Motion: Hedberg  
Second: Linden

Vote: Ayes: Verbeke, Hedberg, Linden, Scalzitti Absent: Muse

The board requested that staff provide an update within three to six months regarding the disposal of the surplus items.

8. The board tabled the adoption of Resolution 15-74 authorizing the grant of an easement in the community of Lakeside, county of San Diego, state of California, assessor parcel number 392-060-29, and further authorizing the execution of a related Participation Agreement until a special board meeting set for December 11, 2015 at 3 p.m. The motion carried 4:0.

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

Robin Rierdan and James Dodson of the Lakeside’s River Park Conservancy were available to answer questions and stated the weir was necessary for both flood control and conservation. Director Scalzitti’s initial motion was to bring this item back to a Committee of the Board meeting with the appraisal. Director Hedberg seconded the initial motion. Director Scalzitti later amended his initial motion to table the discussion until Friday, December 11, 2015 at 3 p.m.

9. The board adopted Resolution 15-75 authorizing the grant of a public trail easement in the community of Lakeside, county of San Diego, state of California, assessor parcel numbers 391-061-01, 395-140-01, 395-022-09 and 10. The motion carried 4:0.

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

10. The board discussed continuing membership with the State California Special Districts Association. The board directed Board Secretary Sandra L. Janzen not to renew the membership for 2016. The board agreed that membership could be considered again in future years and agreed that the training CSDA provides is valuable.

11. President Verbeke opened and closed the public hearing at 5:05 p.m. There was no one in attendance for the hearing. The board adopted Resolution 15-76 adopting the policies and procedures manual, effective January 1, 2016. The motion carried 4:0.

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

**INFORMATION:**

- A. The board received an update regarding the 36-inch pipeline repair. Director of Engineering James A. Tomasulo stated three bids were received and that the low bidder will begin work next week. Photographs of the current condition of the pipeline were provided.

- B. The board received an update on the district's drought action plan for November 2015. Helix Water District's cumulative total for decreased water production was 25 percent. Monthly decreased water production totaled 10 percent. Director of Administrative Services Lisa L. Stoia stated if the district continues on this trend, there is enough surplus water savings for the district to meet the 20 percent savings mandate.

**DISCUSSION:**

- A. President Verbeke thanked Safety/Risk Administrator Susen Doubrava for the Safety Spotlight newsletter and Best Best & Krieger for the dinner provided at the Association of California Water Agencies Conference. President Verbeke reported that the Water Conservation Garden selected Elyssa Robertson to serve as the interim executive director and congratulated Director Scalzitti regarding his candidacy for the San Diego Local Agency Formation Commission as the alternate special district member. President Verbeke also reported the ACWA Region 10 meeting on desalination was interactive and a future session will focus on energy. San Diego was represented well at the State Water Resources Control Board meeting on December 7, 2015.
- B. President Verbeke, Vice President Muse and Director Linden provided written reports. Director Scalzitti reported he attended the Association of California Water Agencies Conference and was encouraged by the town hall session. He also stated he spoke regarding his candidacy for the San Diego Local Agency Formation Commission as the alternate special district member during the San Diego California Special Districts Association dinner. Director Scalzitti congratulated the Lake Jennings staff for their recent awards in nine categories. Director Hedberg reported she attended the State Water Resources Control Board meeting and the ACWA conference. Director Hedberg also congratulated ACWA President Kathleen Tiegs.
- C. General Manager Carlos V. Lugo reported he met with State Water Resources Control Board Chair Felicia Marcus and Valley Center Municipal Water District General Manager Gary Arant regarding the impact of state regulations on water agencies and the difficult message to consumers regarding conservation, rates, supply and new projects. President Verbeke encouraged the state to consider the district's customers have already felt the pain of financing projects to ensure water supply. Director Linden suggested the district talk to Governor Brown. General Manager Lugo also provided the board of directors with the current water bill insert and provided an update regarding the 20-inch pipeline break in the Costco commercial area. Director Hedberg requested an update regarding the new billing software. Director of Administrative Services Lisa L. Stoia stated customer service representatives are helping customer's transition to the software and with the new online logins. Duplicate bills were mailed and due dates are being adjusted.

- D. General Counsel Elizabeth W. Hull had nothing additional to report.
- E. Board Secretary Sandra L. Janzen highlighted the action items to be covered at the January 6, 2016, 2 p.m. regular board meeting.

President Verbeke adjourned the regular board meeting at 6:04 p.m.

There were no members of the public present for public comments regarding the closed session. The board adjourned the special board meeting to closed session at 6:05 p.m.

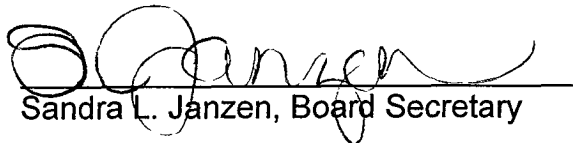
**CLOSED SESSION:**

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Existing litigation pursuant to Government Code section 54956.9(d)(1)  
Number of cases: 1

*Williams v. Helix Water District*  
EEOC Claim Charge No. 488-2015-00606  
San Diego Superior Court Case No. 37-2013-00073219 (Appeal)

President Verbeke reconvened and adjourned the special board meeting at 6:15 p.m.  
There was no reportable action.

ATTEST:

  
Sandra L. Janzen, Board Secretary

  
DeAna R. Verbeke, President