

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

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, June 1, 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, Linden and Scalzitti. Director Hedberg was absent.

Staff present: Lugo, Stoia, Hayman, Tomasulo, Bryant, Janzen, Salois, Lunde, Fox, Uhrhammer, Curtis, Ross, Gustafson, Miller, Lawler, Lyford, Masterson and Annett. General Counsel Elizabeth W. Hull and Best Best & Krieger Director of Governmental Affairs Syrus Devers were also present.

Others present: Customer Mark Gracyk was present.

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 4:0.

Motion: Linden  
Second: Scalzitti  
Ayes: Verbeke, Muse, Linden and Scalzitti Absent: 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 4:0 with a correction to the May 18, 2016, minutes to include the following reportable action:

The board authorized becoming a party in the entitled matter: Application of SDG&E Company (V902E) for Authority to Update Marginal Costs, Cost Allocated and Electric Rate Design.

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

- a) Memorandum dated June 1, 2016, from the board secretary submitting expense and per diem claims was approved.
- b) The board approved the minutes of the special board meeting of May 11, 2016 and the minutes of the regular board meeting of May 18, 2016 with the above mentioned change.
- c) The following operating account checks submitted for ratification were approved:
  - i. list dated May 17, 2016
  - ii. list dated May 24, 2016
- d) The board approved the following attendance consideration:

Urban Water Institute, Inc.  
Annual Water Conference  
August 24-26, 2016  
San Diego, CA
- e) Resolutions

The board adopted Resolution 16-20 authorizing the quitclaim of one aligned easement in the county of San Diego, state of California, assessor parcel numbers 504-250-23, 24, 26, 27 and 28.

The board adopted Resolution 16-21 declaring construction complete and authorized filing a notice of completion for Lexington Elementary School, Work Order 4252.

**ACTION ITEMS**

- 6. The board authorized staff to release the Integrated Financial Management System and Human Resources Information System request for proposals for vendor solicitation. The motion carried 4:0.

Motion: Linden  
Second: Scalzitti

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

Enterprise Applications Manager Quince S. Lunde answered the following board questions: details regarding the list of vendors expected to submit the proposal; if sensitive security information was included in the proposal; and if Mr. Lunde is comfortable with Phase 1. Mr. Lugo stated the HP system was 30 years old and

new reports and circumstances will continue to be worked through regarding Phase 1.

7. The board adopted Resolution 16-17 amending Resolution 15-42 establishing job classifications and monthly rates of pay and approved the related policies and procedures revisions. The motion carried 3:1:0.

Motion: Muse

Second: Linden

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

Director Scalzitti requested documentation regarding the benchmark survey and for additional information regarding the timing of a change to special compensation for duty response. Human Resources Manager Susan S. Fox confirmed she would provide the benchmark survey information. Field Operations Manager Kevin D. Miller explained the reasons and process for those receiving special compensation comparing the requirements for duty response pay, standby pay and standby/duty response holiday pay.

8. The board received an update regarding the state drought regulations from Senior Public Affairs Representative Michelle M. Curtis. Mr. Lugo stated the PowerPoint presentation would be forwarded to the board as a reference when answering constituents' questions. The presentation reviewed the executive order of May 9, 2016, the actions of Metropolitan Water District on May 10, 2016, the State Water Resources Control Board actions on May 18, 2016 and the actions taken by the San Diego County Water Authority Board of Directors on May 25 and 26, 2016. Ms. Curtis stated a legally binding document from the SDCWA is expected to be signed by the board on June 9, 2016, followed by a self-certification document due to the State Water Resources Control Board. On June 15, 2016, staff expects to present a resolution updating the district's policies and procedures manual to include new permanent water efficiency measures and a resolution to rescind the drought Level 2 to remain consistent with the region. An envelope was shared with the board encouraging customers to give their trees more water. Mr. Lugo stated Senior Public Affairs Representative Mike Uhrhammer designed the envelope and thanked him for his efforts. Vice President Muse confirmed that the water used to flush lines was counted within the district's monthly reports.
9. President Verbeke reported that the city of La Mesa will host a Flag Day parade on Saturday, June 4, 2016.
10. President Verbeke and Director Linden provided written reports. There were no other comments or reports provided.
11. General Manager Carlos V. Lugo detailed future board agenda items for the June 15, June 22, July 6 and July 20, 2016 meetings. The board agreed to review the

strategic goals and objectives during the August 24, 2016 Committee of the Board meeting. The board also agreed to conduct the July 20, 2016 meeting with a quorum of Vice President Muse, Director Linden and Director Scalzitti as President Verbeke and Director Hedberg will be unavailable.

12. General Counsel Elizabeth W. Hull introduced Director of Governmental Affairs Syrus Devers of Best Best & Krieger's Legislative Advocacy Group. Mr. Devers spoke to the board regarding Senate Bills 1755, 2304, 1318, Proposition 218, failure of the bills aimed to defeat the Twin Tunnels project, the drinking water fee program and future regulations of the State Water Resources Control Board. President Verbeke, Vice President Muse, Director Linden and Director Scalzitti all engaged in the conversation.

President Verbeke adjourned the meeting to closed session at 3:24 p.m.

### **CLOSED SESSION**

#### **A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4)

Number of Cases: 1

President Verbeke adjourned closed session at 3:35 p.m. and reconvened open session.

The board authorized the filing of litigation. The action defendants and other particulars shall, once formally commenced, be disclosed to any person upon inquiry unless doing so would jeopardize the ability to serve the litigation or settle the litigation.

### **ADJOURNMENT**

President Verbeke adjourned the meeting at 3:36 p.m.

ATTEST:

  
Sandra L. Janzen, Board Secretary

  
DeAna R. Verbeke, President