

HELIX WATER DISTRICT

Setting standards of excellence in public service

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, November 16, 2016 – 2 p.m.

7811 University Avenue, La Mesa, CA 91942-0427

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

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

Others present: Director-Elect Dan McMillan; customers James Marshall and Lynda Muse; Spectrum Creative Services Public Relations and Client Services Representative Fernando Zavala.

2. Director Linden gave the invocation and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported there was no need for a closed session. The agenda was approved 4:0 with the deletion of the closed session.

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

4. Chair Muse 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
Absent: Verbeke
Yes: Muse, Hedberg, Linden, Scalzitti

- a) Memorandum dated November 16, 2016, from the board secretary submitting expense and per diem claims was approved.

- b) The board approved the minutes of the Committee of the Board meeting of October 26, 2016 and of the regular board meeting of November 2, 2016.
- c) The following operating account checks submitted for ratification were approved:
 - i. list dated November 1, 2016
 - ii. list dated November 8, 2016
- d) The board approved the reports for the month of October 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

ACTION ITEMS

- 6. The board authorized staff to call for bids for the Vista Pump Station motor control center replacement project, Work Order 4626, and set Tuesday, December 20, 2016, at 10 a.m. as the bid opening date and time. The motion carried 4:0.

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

Director Hedberg verified the system remotely connects with supervisory control and data acquisition, includes modern components and is easily upgraded. Director Linden verified there are energy savings with the soft motor start and motor efficiency monitoring components.

- 7. The board authorized staff to call for bids and set Tuesday, December 13, 2016, at 10 a.m. as the bid opening date and time for the pipeline replacement project at Boulevard Place, El Cajon Boulevard, Wilson Avenue, Cypress Avenue, Magnolia Avenue, Oro Street, Work Order 3615.1; determined the project exempt under the California Environmental Quality Act, and approved said project. The motion carried 4:0.

Motion: Scalzitti
Second: Hedberg
Absent: Verbeke

Yes: Muse, Hedberg, Linden, Scalzitti

Director Scalzitti reported that the work is disjointed. General Manager Carlos V. Lugo stated there are few projects with long continuous segments of pipeline. Director of Engineering James A. Tomasulo added the project is disjointed but the work has been organized within the same city.

8. The board authorized staff to call for bids; set Thursday, December 22, 2016, at 10 a.m. as the bid opening date and time; determined the project is exempt under the California Environmental Quality Act and approved the treatment plant bridge recoat project, Work Order 4845. The motion carried 4:0.

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

9. The board adopted Resolution 16-42 rejecting the apparent lowest bid as nonresponsive; awarded the contract for small valve replacement project, Work Order 4616, to the lowest responsible bidder submitting a responsive bid, S.C. Valley Engineering Inc. of El Cajon, California, in the amount of \$1,586,620; and appropriated funds in the amount of \$1,890,000 from schedule 64, item 14, of the fiscal year 2016-17 capital budget for construction of the project. The motion carried 4:0.

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

Director Scalzitti and Director Hedberg reviewed the bid process, funding options and the recommendation to reject the apparent lowest bid. Following the bid opening, Director of Engineering James A. Tomasulo clarified for Palm Engineering Construction Co. Inc. of San Diego that subcontractor information is required by Helix Water District. Director Linden noticed all bids were above the staff's estimate and replacement projects are increasing in price due to the nature of the work. General Manager Carlos V. Lugo stated that fewer bids are received by the district greatly due to an increase in projects at the city and county levels.

10. The board adopted Resolution 16-43 authorizing the correction 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 and 395-022-09 and 10. The motion carried 4:0.

Motion: Linden

Second: Scalzitti
Absent: Verbeke
Yes: Muse, Hedberg, Linden, Scalzitti

Director of Engineering James A. Tomasulo presented a video with an aerial view of the trail system and Lake Jennings.

11. The board adopted Resolution 16-44 authorizing the ingress/egress easement grant deed over district property in the city of El Cajon, county of San Diego, state of California, assessor parcel number 515-021-05. The motion carried 4:0.

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

INFORMATION

12. The board received an update on the district's drought action plan for October 2016. Senior Public Affairs Representative Michelle Curtis reminded the board of the quick turnaround for public comment regarding proposed changes to long-term state regulations. Final regulations will be released January 10, 2017. Director Linden discussed rain barrels and Director Hedberg mentioned the social media platform NextDoor is another method to increase communication with district customers.

DISCUSSION

13. Vice President Muse thanked his wife for her support during his 30 years of public service. He stated it was a wonderful experience serving Helix Water District with staff of strong character, purpose, dedication and responsibility. Chair Muse gave special thanks to General Counsel Elizabeth W. Hull and Assistant Board Secretary Lorri S. Annett.
14. Director Linden provided two written reports. Director Linden stated Helix Water District is setting standards of excellence in public service. He also congratulated General Manager Carlos V. Lugo, Director of Administrative Services Lisa L. Stoia and Assistant Director of Administrative Services Jennifer C. Bryant for efficient, professional operations, with rates in the lower one third of the region and a well maintained infrastructure. Director Hedberg reported that she attended the Council of Water Utilities meeting on November 15, 2016, and enjoyed the presentation made by Executive Director of CalDesal Paul Kelley.
15. General Manager Carlos V. Lugo detailed future board agenda items for the December 7, 2016 meetings stating the Oath of Office for the directors-elect may

take place on December 7, 2016 or could potentially be moved to Monday December 5, 2016 at 6 p.m. Mr. Lugo also outlined agenda items for the December 21 regular board meeting and the December 28 Committee of the Board meeting.

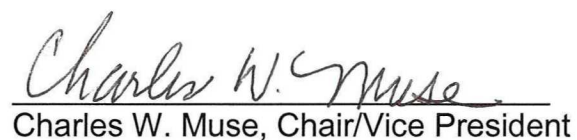
16. General Counsel Elizabeth W. Hull had nothing additional to report.

ADJOURNMENT

17. Chair Muse adjourned the meeting at 2:49 p.m.

ATTEST:


Sandra L. Janzen, Board Secretary


Charles W. Muse, Chair/Vice President