



*Setting Standards of Excellence in Public Service*

**MINUTES**  
**SPECIAL MEETING OF THE BOARD OF DIRECTORS**  
**Friday, July 14, 2017 - 3 p.m.**  
**7811 University Avenue, La Mesa, CA 91942-0427**

1. President Scalzitti called the special board meeting to order at 3:02 p.m. The roll call showed a quorum of the board present: Directors Scalzitti, McMillan, Verbeke and Gracyk. Vice President Hedberg was absent.

Staff present: Lugo, Miller, Olney, Janzen and Bryant.

Others present: Executive Director of the Water Conservation Garden Elyssa Robertson and Friends of the Garden Board President Harold Bailey.

2. Director Gracyk led the Pledge of Allegiance. No invocation was provided.
3. General Manager Carlos V. Lugo reported there were no additions or deletions to the agenda. The agenda was approved 4:0.

Motion: Verbeke  
Second: Scalzitti  
Ayes: Scalzitti, McMillan, Verbeke, Gracyk  
Absent: Hedberg

4. President Scalzitti 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.

**DISCUSSION**

5. The board discussed and reviewed points to be included in a letter to the Water Conservation Garden Joint Powers Authority, per board action determined on June 21, 2017, regarding improvements Helix Water District would like the JPA to consider. President Scalzitti shared bullet points captured from the June 21, 2017, board meeting

to help guide the discussion and also shared a memorandum from Vice President Hedberg.

The board further organized the discussion by focusing on governance, finance and the Water Conservation Garden Joint Powers Authority contract.

The board determined the following points are to be included in a letter to the WCGJPA:

**Governance**

- The JPA should increase the number of meetings from twice per year to every other month, with the Helix Representative Director Verbeke providing monthly updates to the Helix Water District Board of Directors, to include monthly attendance numbers and event revenue information.
- The JPA should develop criteria and consider options for additional agencies to join the JPA with a weighted voting system based on financial contribution; and consider a capacity fee and corporate partnerships.
- The Water Conservation Garden is to seek sponsors for exhibits and alternative revenue sources such as, a coffee shop to limit the Joint Powers Authority's maintenance costs, and is expected to provide a five-year plan to reduce agency expenditures.
- Helix Water District Board of Directors does not support a sunset plan.

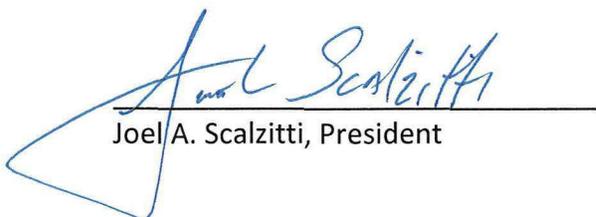
**Contract**

- Develop a five-year contract with a plan to lower agency costs to \$40,000 annually as other revenue sources are identified to fill the gap within a two-year timeframe.
- Include naming rights for exhibits.
- Provide a corporate sponsor allocation.
- Provide clear scope of work and costs associated with each exhibit.
- Continue to provide agencies with the conservation credits, audits and mandated reporting.
- Provide an updated business plan every two years.

General Manager Carlos V. Lugo reported a draft letter developed from the board's discussion will be drafted for review and finalization prior to the Water Conservation Garden Joint Powers Authority meeting on August 2, 2017.

**ADJOURNMENT**

6. President Scalzitti adjourned the meeting at 4:53 p.m.

  
Joel A. Scalzitti, President

**ATTEST:**

  
Sandra L. Janzen, Board Secretary