



*Setting Standards of Excellence in Public Service*

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, July 17, 2019 – 5 p.m.**  
**7811 University Avenue, La Mesa, CA 91942-0427**

1. President McMillan called the regular board meeting to order at 5 p.m. The roll call showed a quorum of the board present: Directors McMillan, Gracyk, Verbeke, Scalzitti and Hedberg.

Staff present: Lugo, Tomasulo, Bryant, Miller, Janzen, Lyford, Pope, Garuba, Doubrava, Berens, Andrews, Pearce and Sample. General Counsel Elizabeth W. Hull was also present.

Others present: Customer John L. Wood.

2. Director Verbeke provided 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 motion to approve the agenda carried unanimously.

Motion: Verbeke  
Second: Gracyk

4. President McMillan 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 public comments.

**DISCUSSION**

5. President McMillan suggested that Fallbrook Public Utility District General Manager Jack Bebee, be appointed to the San Diego County Water Authority Fiscal Sustainability Task Force. Director Scalzitti reported all appointments are made by the chair. President McMillan also reported attending the July 16, 2019, Council of Water Utilities meeting and advised the board he plans to attend the July 18, 2019, Water Conservation Garden Authority meeting.

- a) Secretary of the Board Sandra L. Janzen reported the district received positive feedback regarding the excellent customer service performed by Customer Service Representatives Michelle I. Harrison and Rasheda N. Eatmon.
6. President McMillan, Vice President Gracyk, Directors Verbeke, Scalzitti and Hedberg provided written reports. In addition, Vice President Gracyk provided an oral report regarding the July 10, 2019, Engineering and Operations Committee meeting; stated he enjoyed the July 16, 2019, Council of Water Utilities meeting; encouraged the board to attend the California Special Districts Association training sessions in order for the district to earn designation as a district of distinction and attended the city of La Mesa’s Environmental Sustainability Commission meeting July 15, 2019.

Director Verbeke reported the Water Conservation Garden will celebrate their 20<sup>th</sup> anniversary with details to be provided on the website event calendar. Director Verbeke also reported she will participate in the Association of California Water Agencies Strategic Planning meeting July 25, 2019 and enjoyed the Council of Water Utilities meeting July 16, 2019.

Director Scalzitti reported the San Diego County Water Authority is researching energy options and has submitted an application for direct access. Director Scalzitti also attended the July 16, 2019, Council of Water Utilities meeting.

Director Hedberg reported that district staff provided the SDCWA with direct access information and detailed the legislative roundtable with Senator Brian Jones hosted on July 15, 2019, by SDCWA.

**CONSENT AGENDA**

7. The motion to approve the consent agenda carried unanimously. There were no public comments.

Motion: Scalzitti

Second: Gracyk

- a) Memorandum dated July 17, 2019, from the Secretary of the Board Sandra L. Janzen submitting expense and per diem claims was approved.
- b) The board approved the following sets of minutes:
  - i. July 3, 2019, special board meeting
  - ii. July 3, 2019, regular board meeting
  - iii. July 10, 2019, special Parks, Land, Lakes and Garden Committee meeting

- iv. July 10, 2019, Engineering and Operations Committee meeting
- c) The following operating account checks submitted for ratification were approved:
  - i. List dated July 3, 2019
  - ii. List dated July 10, 2019

### **ACTION ITEMS**

8. The board set August 7, 2019 at 5:20 p.m. as the date and time to conduct a public hearing regarding the state mandated public health goals report and will approve said report following receipt and response to all public comments. There were no public comments. The motion carried unanimously.

Motion: Scalzitti  
Second: Hedberg

Senior Chemist/Lab Compliance Administrator Cindy A. Ziernicki provided a PowerPoint presentation and addressed all questions regarding state and federal regulations, the Association of California Water Agencies report guidelines, the costs of reverse osmosis and details regarding sampling techniques of smaller agencies.

9. The board authorized General Manager Carlos V. Lugo to execute a contract in substantially the form presented, with such changes as are approved by Mr. Lugo and legal counsel, with Deluxe Financial Services for Retail Payment Processing Services and extended the existing contract with US Bank for e-lockbox payment processing services. There were no public comments. The motion carried unanimously.

Motion: Scalzitti  
Second: Verbeke

Customer Service Manager Sonya M. Andrews provided a PowerPoint presentation and addressed all questions with the assistance of General Manager Carlos V. Lugo and Director of Administrative Services Jennifer C. Bryant regarding credit card fees, the timing of the change and the selection process. Vice President Gracyk requested this item be reviewed at the committee level in approximately 6 months.

10. The board authorized General Manager Carlos V. Lugo to execute a contract amendment to the existing agreement with Greenbrier Lawn and Tree Expert Company and authorized additional compensation for landscape maintenance and repair services on an as-needed basis. There were no public comments. The motion carried unanimously.

Motion: Gracyk  
Second: Verbeke

Vice President Gracyk reported this item was reviewed and recommended at the committee level.

11. The board appropriated funds in the amount of \$20,000 from schedule 64, item 25 of the fiscal year 2019-20 capital budget for the purchase of an actuator to test for performance and installation procedures on the individual backwash valves at the R.M. Levy Water Treatment Plant project CIP20012. There were no public comments. The motion carried unanimously.

Motion: Scalzitti  
Second: Hedberg

Water Treatment Plant Manager Larry W. Lyford provided a PowerPoint presentation.

12. The board appropriated funds in the amount of \$21,000 from schedule 64, item 24 of the fiscal year 2019-20 capital budget and authorized the sole source purchase of a chlorinator in the amount of \$20,000 for the R.M. Levy Water Treatment Plant project CIP20011. There were no public comments. The motion carried unanimously.

Motion: Hedberg  
Second: Scalzitti

Water Treatment Plant Manager Larry W. Lyford provided a PowerPoint presentation. Vice President Gracyk clarified that the labor will be completed by staff.

13. The board appropriated funds in the amount of \$395,000 from schedule 64, items 26 and 27 of the fiscal year 2019-20 capital budget and authorized the sole source purchase of power supply and inverter units from Suez Treatment Solutions Incorporated in the amount of \$280,000 for the R.M. Levy Water Treatment Plant ozone power supply and inverter projects CIP20013 and CIP20014. There were no public comments. The motion carried unanimously.

Motion: Hedberg  
Second: Verbeke

Water Treatment Plant Manager Larry W. Lyford provided a PowerPoint presentation and addressed all questions regarding the length of the project and staff installation of the equipment.

14. The board appropriated funds in the amount of \$35,000 from schedule 64, item 28 of the fiscal year 2019-20 capital budget for the design of the R.M. Levy Water Treatment Plant safety improvements project CIP20015. There were no public comments. The motion carried unanimously.

Motion: Verbeke  
Second: Hedberg

Director of Engineering James A. Tomasulo provided a PowerPoint presentation and addressed all questions with the assistance of General Manager Carlos V. Lugo regarding the district safety committee's fall protection research and findings.

15. The board appropriated funds in the amount of \$30,000 from schedule 64, item 11 of the fiscal year 2019-20 capital budget for the design of the small valve replacement project CIP20005. There were no board or public comments. The motion carried unanimously.

Motion: Scalzitti  
Second: Hedberg

Director of Engineering James A. Tomasulo provided a PowerPoint presentation.

16. The board appropriated funds in the amount of \$427,000 from schedule 76, items 1-6, of the fiscal year 2019-20 budget for the purchase of replacement vehicles and equipment, declared vehicles surplus to the needs of the district and authorized disposal of said vehicles. There were no public comments. The motion carried unanimously.

Motion: Gracyk  
Second: Scalzitti

Facilities Manager Joseph J. Garuba provided a PowerPoint presentation and addressed all questions regarding vehicle mileage, biodiesel fuel and new vehicle technology. Vice President Gracyk reported this item was reviewed and recommended at the committee level.

17. The board appropriated funds in the amount of \$20,000 from schedule 64, item 21 of the fiscal year 2019-20 capital budget to complete the design phase for the administration office landscape improvement project CIP20010. There were no public comments. The motion carried 4:1.

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

Facilities Manager Joseph J. Garuba addressed all questions with the assistance of General Manager Carlos V. Lugo regarding the notice inviting bids, appropriation and potential project construction in the fall.

### **INFORMATION**

18. The board received the District Transparency Certificate of Excellence from the Special District Leadership Foundation in recognition of the district's outstanding efforts to promote transparency and good governance. There were no public comments. The motion carried unanimously.

### **REPORTS**

19. The board received for the month of June 2019, quarterly and year-end reports. Finance Manager Amy L. Pope and System Operations Manager Michelle P. Berens detailed the year-end financials. President McMillan reminded the board that funding for the Lake Jennings dock project will be discussed at a future meeting.

- a) Financial
- b) Claims
- c) Rainfall, Use and Storage
- d) System Demand
- e) Monthly Demand
- f) Conservation Status
- g) State Water Resources Control Board
- h) Capital Improvement Program

### **DISCUSSION**

20. General Manager Carlos V. Lugo detailed the upcoming agenda items for the meetings scheduled on July 24, August 7, 14 and 21, 2019. Mr. Lugo detailed the San Diego County Water Authority's violation notification plan reporting 300,000 postcards were delivered, 70 calls received and 4 press releases provided. Mr. Lugo also provided the board with the link to the presentations from the SDCWA General Managers meeting. There were no public comments.

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

### **ADJOURNMENT**

22. President McMillan adjourned the meeting at 7:12 p.m.



Daniel H. McMillan, President

**ATTEST:**



Sandra L. Janzen, Secretary of the Board