



*Setting Standards of Excellence in Public Service*

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, January 15, 2020 – 5 p.m.**  
**7811 University Avenue, La Mesa, CA 91942-0427**

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

Staff present: Lugo, Miller, Bryant, Olney, Tomasulo, Schipper, Solano, Doubrava, Janzen, Annett, Lundy, Pope, Pearce, Chambers, Garuba, Vang, Ali, Curtis, and Uhrhammer. General Counsel Elizabeth W. Hull was also present.

Others present: Customers John L. Wood and Lonny Stephens, Lakeside Water District General Manager Brett Sanders and guests Steve Robak, Maureen Coleman, John and Eileen Neumeister, City of Poway Public Works Director Eric Heidemann and Lemon Grove City Council Member Yadira Altamirano were present.

2. President 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 and requested items 10 and 11 be placed before item 5 to accommodate presenters: Lakeside Water District General Manager Brett Sanders and City of Poway Public Works Director Eric Heidemann. There were no public comments. The motion to approve the agenda with a revised order carried unanimously.

Motion: Verbeke  
Second: Hedberg

4. President Gracyk 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 Gracyk shared that in the future, the discussion items will return to the end of the agenda to allow public business to take place prior to board discussion. Director McMillan confirmed that the reports will follow discussion items. President Gracyk also reported attending the 4 p.m. January 8, 2020 Engineering and Operations Committee meeting receiving a human resources report, engineering budget update, capacity fee trends and a fleet update with all areas discussed looking positive.

President Gracyk turned the meeting over to General Manager Carlos V. Lugo for introduction of the district's interns. Mr. Lugo introduced Senior Public Affairs Representative Michael J. Uhrhammer and Engineering Manager Milica K. Schipper to introduce and provide background information regarding Public Affairs Intern Vito Vang and Engineering Intern Hifzeen Ali. Both interns expressed gratitude for the learning opportunity. President Gracyk thanked the interns for their service.

- a) Secretary of the Board Sandra L. Janzen reported the district received positive feedback regarding the excellent customer service performed by the valve maintenance crew and Customer Service Representative Rasheda N. Eatmon.
  - b) President Gracyk provided a handout to the board with the updated 2020 committee/association appointments.
6. President Gracyk, Vice President Verbeke and Directors Scalzitti, Hedberg and McMillan provided written reports. In addition, Vice President Verbeke also shared that she attended the 4 p.m. January 8, 2020 Engineering and Operations Committee meeting with discussion regarding the Bradley Bridge and the district's employee wellness program survey. Vice President Verbeke attended the January 6, 2020 Association of California Water Agencies Board meeting via teleconference receiving committee assignments and attended the January 9, 2020 San Diego River Conservancy meeting learning of a treescaping grant received by the city of El Cajon. Santee's Mast Park master plan was also reviewed and the San Diego Fire Department provided a swift water rescue presentation.

Director Scalzitti reported meeting with Supervisor Dianne Jacob on January 6, 2020 at 1:30 p.m. to review a plan for El Monte land. Directors Scalzitti and Hedberg provided a San Diego County Water Authority update regarding SDCWA's General Manager Sandy Kerl's attendance at the Metropolitan Water District of Southern California's Board of Directors meeting regarding a settlement offer and MWD General Manager Jeff Klightlinger's attendance at the December 19, 2019 meeting of the SDCWA. Discussion ensued.

Director Hedberg reported attending the January 14, 2020 Special Finance and Administration Committee meeting receiving an update regarding Senate Bill 998 with the future tracking of shutoffs and that additional leak detector funds are available for district customers. Director Hedberg invited the board to the Women in Water event at the Water Conservation Garden January 16, 2020.

Director McMillan reported the costs associated with a delay in a settlement agreement between Metropolitan Water District of Southern California and the San Diego County Water Authority and reviewed a sales tax recommendation to the city of Lemon Grove by the San Diego East County Chamber of Commerce Government Affairs and Infrastructure and Land Use Committee during their January 7, 2020 meeting. There were no public comments.

7. General Manager Carlos V. Lugo detailed the upcoming agenda items for the meetings scheduled on January 16 and 24, February 1, 5, 6, 12, 19 and 26, 2020 and reminded the board of the January 25, 2020 8:30 a.m. Water Talks at the administration office and the February 8, 2020 Kids' Day at Lake Jennings. Mr. Lugo also reviewed the San Diego County Water Authority Member Agency Managers' meeting and reported he will forward the PowerPoint presentations once they are available. Discussion ensued regarding detachment procedures for agencies seeking to leave the SDCWA and the potential impacts on the remaining member agencies. There were no public comments.
8. General Counsel Elizabeth W. Hull reported sending via email, a legal alert regarding the California Public Records Act new legislation including Senate Bills 126 and 978 and Assembly Bills 1819 and 748. Ms. Hull also reported sending a 25-page housing law update including surplus property regulations. President Gracyk confirmed the San Francisco courts will hear any litigation between the SDCWA and MWD. There were no public comments.

### **CONSENT AGENDA**

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

Motion: Scalzitti  
Second: Verbeke

- a) Memorandum dated January 15, 2020, 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. December 18, 2019 special board meeting
  - ii. December 18, 2019, regular board meeting
- c) The following operating account checks submitted for ratification were approved:
  - i. Checks dated December 20, 2019
  - ii. Checks dated December 27, 2019
  - iii. Checks dated January 3, 2020
  - iv. Checks dated January 10, 2020
- d) Attendance Consideration  
The board approved the following attendance consideration:
  - i. Meeting with Supervisor Dianne Jacob  
January 6, 2020 at 1:30 p.m.  
County of San Diego Administration Building

#### **PRESENTATIONS**

- 10. The board received a presentation by Lakeside Water District General Manager Brett Sanders. Mr. Sanders recognized Lakeside Water District Board Members Steve Robak and Eileen Neumeister and guests from LWD. Mr. Sanders presented the board with a framed duplicate of Resolution 2019-15 of the Lakeside Water District in appreciation of Helix Water District as a partner of the interagency shared services program. Mr. Sanders also thanked the district's executive and leadership teams. President Gracyk expressed appreciation on behalf of the board to Mr. Sanders for the presentation and provided a glass water bottle to him. Photographs were taken. There were no public comments.
- 11. The board received a presentation by City of Poway Public Works Director Eric Heidemann in appreciation of Helix Water District's assistance during their boil water event. Mr. Heidemann thanked the board, General Manager Carlos V. Lugo, Valve Maintenance Technicians Roberto A. Mineo and Michael T. Pepin for assisting with water samples under challenging weather conditions and the assistance and knowledge of district staff. President Gracyk expressed appreciation on behalf of the board to Mr. Heidemann for the presentation and provided a glass water bottle to him. Photographs were taken. There were no public comments.

#### **ACTION ITEMS**

- 12. The board adopted Resolution 20-01 authorizing the sale of a lot in unincorporated Lakeside, assessor parcel number 395-080-42; approved the purchase and sale

agreement; authorized General Manager Carlos V. Lugo to execute all documents necessary to open escrow and close the transaction; and determined the project is exempt under the California Environmental Quality Act. There were no public comments. The motion carried unanimously.

Motion: Scalzitti  
Second: Verbeke

Senior Right of Way Agent/Environmental Analyst Debra S. Lundy provided a PowerPoint presentation, introduced the Buyer Lonny Stephens and answered all questions regarding how Mr. Stephens learned of the property.

13. The board adopted Resolution 20-02 awarding construction of the treatment plant safety improvements project CIP20015, to the lowest responsible bidder submitting a responsive bid, J.R. Filanc Construction Co. Inc., in the amount of \$714,467; and appropriated funds in the amount of \$793,000 from the fiscal year 2019-20 capital budget. There were no public comments. The motion carried unanimously.

Motion: Scalzitti  
Second: Verbeke

Engineering Manager Milica K. Schipper provided a PowerPoint presentation and answered all questions with the assistance of General Manager Carlos V. Lugo regarding the safety railings and gates.

14. The board adopted Resolution 20-03 awarding construction of the administration office landscape improvements project CIP20010, to the lowest responsible bidder submitting a responsive bid, Merino Landscape Inc., in the amount of \$226,070; waiving a minor irregularity; and appropriated funds in the amount of \$239,870 from the fiscal year 2019-20 capital budget. There were no public comments. The motion carried unanimously.

Motion: Verbeke  
Second: Hedberg

Director of Engineering Kevin D. Miller provided a PowerPoint presentation and answered all questions with the assistance of General Manager Carlos V. Lugo and General Counsel Elizabeth W. Hull regarding the minor irregularity and the rejected bidders' lack of responses. Both Directors McMillan and Scalzitti reported a sensitivity to the expense of the project, with Director Scalzitti commending staff for listening to the board's direction and successfully seeking grant opportunities to reduce costs. Discussion ensued regarding the importance of the project for community outreach as an educational resource for the district's customers.

15. The board authorized General Manager Carlos V. Lugo to execute a first amendment to the August 21, 2019 professional services agreement between Helix Water District and IB Consulting, LLC. to include the performance and completion of a capacity fee study. There were no public comments. The motion carried unanimously.

Motion: McMillan

Second: Scalzitti

Director of Administrative Services Jennifer C. Bryant presented the item and answered all questions with the assistance of General Manager Carlos V. Lugo regarding the two components of “buy in” or “growth” when setting capacity fees, the timing of a public hearing during the rates process or during the approval of the district’s policies and procedures and the timing of the capacity fee study in response to the board and consultant’s requests.

### REPORTS

16. The board received the following reports for the month of December 2019 and the quarterly reports:

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

Director Hedberg and President Gracyk reported these items were reviewed at the committee level and all is on track. There were no public comments.

### ADJOURNMENT

17. President Gracyk adjourned the meeting at 6:31 p.m.

  
Mark Gracyk, President

ATTEST:

  
Sandra L. Janzen, Secretary of the Board