



Setting Standards of Excellence in Public Service

**MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, March 18, 2020 – 5 p.m.
7811 University Avenue, La Mesa, CA 91942-0427**

1. President Gracyk called the regular board meeting to order at 5:01 p.m. and turned the meeting over to Board Secretary Sandra L. Janzen to verify all board members, staff and members of the public could hear one another and that everyone could identify by voice recognition the board members that were teleconferencing.

The roll call showed a quorum of the board present: Directors Gracyk and Scalzitti participated from the boardroom. Directors Verbeke, Hedberg and McMillan participated via phone.

Staff present in the boardroom: Lugo, Miller, Solano, Bryant and Janzen.
Staff present via phone: Tomasulo and Olney. General Counsel Elizabeth W. Hull was also present.

Others present via phone: Mr. Darin Bankhead and San Diego Union-Tribune Reporter Karen Pearlman.

2. Vice President Verbeke provided the invocation and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported item 15 was added to the revised published agenda and requested the item be moved to immediately follow item 9. There were no public comments. The motion to approve the agenda carried unanimously by roll call vote.

Motion: Hedberg
Second: Scalzitti

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. Mr. Darin Bankhead of the River Valley Equestrian Center reported he wanted to listen to the meeting, but had no comments at that time.

CONSENT AGENDA

5. The motion to approve the consent agenda carried unanimously by roll call vote. There were no public comments.

Motion: Verbeke

Second: Scalzitti

- a) Memorandum dated March 18, 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. March 5, 2020, Parks, Land, Lakes and Garden Committee
 - ii. March 11, 2020, special board meeting
- c) The operating account checks dated March 13, 2020 submitted for ratification were approved.
- d) The board adopted Resolution 20-12 authorizing the execution of the quitclaim of four easements over portions of assessor's parcel numbers 487-321-02 thru -04 and 487-321-18 thru -23, in the city of El Cajon, county of San Diego, state of California.

ACTION ITEMS

6. The board adopted Resolution 20-13 declaring as surplus certain real property in the El Monte Valley of unincorporated Lakeside, county of San Diego, state of California, assessor's parcel numbers 392-050-47, 392-060-43, 392-130-47 and 391-061-28; and authorized the sale of said property. The motion carried unanimously by roll call vote.

Motion: McMillan

Second: Scalzitti

Director of Engineering James A. Tomasulo participating via teleconference introduced the item, provided a PowerPoint presentation and answered all questions regarding the appraisal, survey and work with existing lease holders. Director Scalzitti clarified that the parcels will be recorded with new assessor parcel numbers and that the county intends to work with the current lease holders. Director McMillan reported as chair of the Parks, Land, Lakes and Garden Committee that the committee has worked on this with staff for over a year and that he approves the surplus of said land. Director Hedberg confirmed the land does not have future value for the ratepayers. General Manager Carlos V. Lugo

reported the land is zoned for mineral extraction, is not conducive for new facilities, and that current rights and easements will be maintained. President Gracyk opened public comments. Mr. Darin Bankhead expressed appreciation to the board for working with the River Valley Equestrian Center. Director of Engineering James A. Tomasulo verified that the appraisal will provide a price per acre with the board determining the final land price.

7. The board adopted Resolution 20-14 declaring construction complete and authorized filing a notice of completion for pipeline project CIP19006. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Scalzitti
Second: Hedberg

Director of Engineering James A. Tomasulo introduced the item via teleconference and provided a PowerPoint presentation. Vice President Verbeke thanked staff for the collaborating with staff from the City of El Cajon to save money for the district's ratepayers.

8. The board adopted Resolution 20-15 to accommodate the Parks, Land, Lakes and Garden Committee's request to change the frequency and time of said meeting to quarterly on the first Thursday of the month at 9 a.m. effective April 2, 2020, while maintaining three standing committees to meet on the second Wednesday of each month on a rotating basis at the following times: Engineering and Operations 4 p.m.; Finance and Administration 9 a.m.; Water Quality and Resources 9 a.m. There were no public comments. The motion carried unanimously by roll call vote.

Motion: McMillan
Second: Scalzitti

Secretary of the Board Sandra L. Janzen presented the item and addressed all questions regarding the frequency of the Parks, Land, Lakes and Garden Committee meetings. Ms. Janzen assured the board that special meetings can be scheduled as needed.

9. The board appropriated funds in the amount of \$72,500 from schedule 76, of the fiscal year 2019-20 budget for the purchase of a mobile fall protection system. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Scalzitti
Second: Gracyk

Director of Operations Kevin D. Miller presented the agenda item and addressed all

questions regarding onsite training and the development of standard operation procedures for use of the new equipment.

DISCUSSION

10. President Gracyk reported he is in touch with district staff daily and thanked General Manager Carlos V. Lugo and the executive team for their extra efforts during the pandemic.

Secretary of the Board Sandra L. Janzen reported the district received a complimentary email from BYCOR General Contractors Inc. Superintendent Richard A. Johnson regarding Construction Services Coordinator Phillip M. Sample, Utility Crew Supervisor Ryan S. Smith, Utility Crew Members Garrett T. Hurst, Peter J. Spangler, Taidgh D. Horan, John D. Wilson and Equipment Operator James E. Conder. Mr. Johnson and district staff collaborated on a private project to build a medical facility in El Cajon. The district crews were tasked with installing a new fire service, a water service and a hydrant lateral as well as abandon two water services and relocate one existing water service in a narrow alley alongside several other contractors.

11. Vice President Verbeke and Director Scalzitti provided written reports. Director McMillan complimented Mr. Lugo for keeping the board informed regarding district items during the pandemic. He shared the name of a teleconference company he had success with and reported attending a special San Diego County Water Authority Imported Water Committee meeting on March 19, 2020. Director McMillan commended Director Scalzitti for his push back during the special committee meeting regarding the purchase of a pipeline.

Director Hedberg thanked staff for setting up the teleconference for the board and public and requested that communication continue. Director Hedberg thanked Senior Public Affairs Representatives Michelle M. Curtis and Michael J. Uhrhammer for the social media posts regarding safe drinking water. Director of Administrative Services Jennifer C. Bryant reported that a Call-Em-All is scheduled to go to all customers, with emails and social media posts to continue. Director Hedberg mentioned a teleconferencing company that may be of interest to the board and staff.

In addition to Director McMillan's previous comments, Director Scalzitti detailed the special San Diego County Water Authority Imported Water Committee meeting on March 19, 2020 and reported that the SDCWA Board of Directors will meet via teleconference on March 26, 2020. There were no public comments.

12. General Manager Carlos V. Lugo detailed the upcoming agenda items for the meetings scheduled on March 25, April 1, 8, 9 and 15, 2020. He reminded the board that the

meetings are expected to be held via teleconference. General Manager Carlos V. Lugo also detailed the San Diego County Water Authority Member Agency Managers' meeting held via teleconference on March 17, 2020 and highlighted agenda items regarding the regional conveyance study update, calendar year rates and charges, the Sacramento update, and reported that all PowerPoint presentations from the meeting had been forwarded to the board. General Manager Carlos V. Lugo also reported that the board had received multiple updates regarding the coronavirus, and that the district's CV Response Team continues to address a variety of issues in order to communicate in a timely manner with the board, staff, customers and regional leaders. Mr. Lugo reported that the Emergency Operations Center was open at this time; employees with school age children have been provided flexibility to work from home; staff thinning will begin on Monday, March 23, 2020, with many staff working from home and some rotating their work schedules between home and the district. The district is coordinating with vendors; shutoffs due to maintenance and construction have been suspended; work is focused on a resiliency assessment, the Capital Improvement Master Plan, East County Advanced Water Purification Project, the cost of service study, the budget and communicating a regional message that the water is safe to drink and that recreation at Lake Jennings has been suspended. Director of Water Quality/System Operations Brian M. Olney added via teleconference that no new reservations are being taken at this time for the Lake Jennings Campground to provide social distancing due to the guidance of county and state park systems to limit the coronavirus from moving from region to region.

Director Hedberg clarified with Human Resources Manager Anne D. Solano that the district is maintaining adequate staff to complete all essential tasks. District Counsel Elizabeth W. Hull reminded the board the employees 65 years of age and older are recommended and encouraged to stay home, but are not required to stay home. Ms. Solano reminded the board that many employees can isolate themselves in their offices. Director Hedberg clarified that very few employees have young children at home and all have been accommodated. Director Hedberg also clarified that campers with reservations at Lake Jennings Campground are not being turned away from the campground, but that no new reservations are being accepted at this time. There were no public comments.

13. General Counsel Elizabeth W. Hull reminded the board of the governor's executive orders and reported that a physical meeting location is not required during the pandemic as the public can participate with the board via teleconference. Ms. Hull reminded the board to contact her with any questions during these changing and challenging times. There were no public comments.

REPORTS

14. The board received the following reports for the month of February 2020:

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

Director of Water Quality/System Operations Brian M. Olney reported via teleconference that rainfall has provided water flow at the diverting dam and at South Fork. There were no public comments.

ADDITIONAL ACTION ITEM

15. The board authorized General Manager Carlos V. Lugo to temporarily suspend late fees and certain provisions of Section 2.5, Turn Off for Nonpayment of the district's policies and procedures manual. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Hedberg
Second: Scalzitti

Director of Administrative Services Jennifer C. Bryant presented the item and answered all questions regarding current late fee and shutoff procedures. General Manager Carlos V. Lugo and Ms. Bryant stated the board will revisit the suspension of late fees and shutoffs around April 30, 2020. Ms. Bryant clarified that no shutoff or late fees will be charged beginning March 19, 2020 through April 30, 2020 due to the pandemic. Director Hedberg requested a retroactive policy but concurred it was not prudent, as customers' bills are reviewed on a case by case basis. President Gracyk reported staff has prepared a press release to go out March 19, 2020.


ADJOURNMENT

16. President Gracyk adjourned the meeting at 6:57 p.m.



Mark Gracyk, President

ATTEST:


Sandra L. Janzen, Secretary of the Board