



Setting Standards of Excellence in Public Service

**MINUTES
SPECIAL MEETING OF THE BOARD OF DIRECTORS
Wednesday, June 3, 2020 – 4 p.m.
7811 University Avenue, La Mesa, CA 91942-0427
Virtual Meeting**

1. President Gracyk called the special board meeting to order at 4:04 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 the board members by voice recognition or video image.

The roll call showed a quorum of the board present via electronic conferencing software. Directors Gracyk, Verbeke, Hedberg, Scalzitti and McMillan were present.

Staff present: Lugo, Bryant, Tomasulo, Olney, Miller, Janzen, Uhrhammer, Pope, Ross, Lyford, Solano, Chambers and Curtis. General Counsel Elizabeth W. Hull was also present.

Others present: Past Helix Water District General Manager Robert D. Friedgen, Scholarship Recipients Emma Rens and Savana Shellberg, East County Transitional Living Center Chief Executive Officer Harold Brown and Director of Operations Ivan Andujar. Several unidentified customers joined the electronic conference.

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 but alerted the board to activities in La Mesa and El Cajon, staff had been advised to keep presentations brief when possible. There were no public or board comments. The motion to approve the agenda carried unanimously by roll call vote.

Motion: Verbeke
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. Customers Wendy Mihalic, Jeanne Peterson, John Michno and Masada Disenhouse submitted emails to be entered into the record during public comments. Board Secretary Sandra L. Janzen provided the board with four customer emails requesting the district incorporate telecommuting options into the business plan citing environmental benefits, reduction in greenhouse gases and reduced traffic.

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 June 3, 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. May 20, 2020, special board meeting
 - ii. May 27, 2020, special board meeting
- c) The operating account checks submitted for ratification were approved:
 - i. Checks dated May 22, 2020
 - ii. Checks dated May 29, 2020

PRESENTATION

6. The board recognized Emma Rens as the 2020 recipient of the Dr. Lillian M. Childs Scholarship and Savana Shellberg as the 2020 recipient of the Robert D. Friedgen Scholarship. Senior Public Affairs Representative Michael J. Uhrhammer introduced the recipients, reviewed the application process and highlighted the talents of each recipient. President Gracyk congratulated the recipients on behalf of the board and staff and recognized past Helix Water District General Manager Robert D. Friedgen. Mr. Friedgen congratulated both Ms. Rens and Ms. Shellberg. Both recipients expressed their gratitude for the scholarships and shared their educational goals. Dr. Lillian M. Childs was not able to attend the video conference meeting.

ACTION ITEMS

7. The board cast its 2020 ballot for Incumbent Arlene Schafer of Costa Mesa Sanitary

District to serve on the California Special Districts Association Board of Directors. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Hedberg
Second: Verbeke

Director Hedberg recommended Incumbent Schafer. Director McMillan reported that continued representation from a sanitary district would be beneficial to the CSDA Board of Directors. Board Secretary Sandra L. Janzen was requested to file the official ballot on the board's behalf.

8. The board granted an exception to 2.7-1 – Fire Service Lateral policy, of the district's policies and procedures manual for an East County Transitional Living Center Project RMB20045. The motion carried unanimously by roll call vote.

Motion: Verbeke
Second: Scalzitti

Engineering Manager Timothy J. Ross provided a PowerPoint presentation and answered all questions with the assistance of General Counsel Elizabeth W. Hull and General Manager Carlos V. Lugo regarding the hold harmless agreement, backflow devices, the City of El Cajon Fire Marshal's determination for fire code requirements and the district's policy regarding multi-family dwellings – with this project not truly falling under the district's multi-family standards. President Gracyk opened public comments. East County Transitional Living Center Chief Executive Officer Harold Brown and Director of Operations Ivan Andujar expressed their gratitude for the board's consideration. Pastor Brown stated the project does not include kitchens and provided 24-hour security.

9. The board adopted the fiscal year 2020-21 operating budget in the amount of \$80,189,600 and the PayGo capital budget in the amount of \$11 million. The motion carried unanimously by roll call vote.

Motion: Scalzitti
Second: Hedberg

Director of Administrative Services Jennifer C. Bryant provided a PowerPoint presentation. Board discussion ensued. Each board member thanked staff for the excellent work submitting a balanced budget without increasing rates or pulling money from reserves. Director McMillan encouraged San Diego County Water Authority Representatives Scalzitti and Hedberg to continue to encourage the SDCWA Board of Directors to not increase rates. President Gracyk thanked staff and the board for their synergy. President Gracyk opened public comments recognizing Past Helix Water District General Manager Robert D. Friedgen. Mr. Friedgen stated it is great that the rate stabilization fund was not used to balance the budget, that the cast-iron pipe is almost all

replaced and complimented the board and staff for working together. Mr. Friedgen shared that he was proud of the district.

DISCUSSION

10. President Gracyk reported the administration office suffered two broken windows on Saturday, May 30, 2020 during demonstrations in the city of La Mesa. President Gracyk detailed damage to other buildings and shared an inspirational quote from John F. Kennedy from 1962.

Secretary of the Board Sandra L. Janzen reported that the district received an email from customer Jon De Lay thanking Utility Crew Supervisor Daniel Baker for his excellent customer service and quick response time.

President Gracyk opened discussion regarding the timing to reopen the boardroom for meetings reporting that the board has accomplished great work during the pandemic using virtual software such as approval of a balanced budget with no rate increases and the East County Advanced Water Purification agreements. President Gracyk reported in the interest of board and staff safety that he was not comfortable going back into the boardroom at this time. Vice President Verbeke, Director Hedberg and McMillan echoed President Gracyk's comments. Director Scalzitti reported he would like to begin meeting in the boardroom and resume normal business practices as an example to district customers, while taking handwashing and other recommended COVID-19 precautions.

11. Vice President Verbeke and Director McMillan provided written reports. Vice President Verbeke also reported attending the May 28, 2020, Association of California Water Agencies Executive Committee meeting, the San Diego County Water Authority Board of Directors Meeting and the Friends of the Garden meeting all on the same day through the power of virtual meetings. Vice President Verbeke also reported she will attend the May 29, 2020, Association of California Water Agencies Board of Directors meeting via video conference and encouraged all to participate in the July 28-31, 2020 virtual ACWA conference.

Director McMillan reported attending the May 28, 2020, San Diego County Water Authority Board of Directors meeting, the California Special District Virtual Legislative Days on May 19 and 20, 2020, and the June 2, 2020 San Diego East County Chamber of Commerce Government Affairs, Infrastructure and Land Use meeting. Director McMillan reported he will send the votes from the ECCGAILU meeting once available.

Director Hedberg thanked General Manager Carlos V. Lugo and Director of Administrative Services Jennifer C. Bryant for the discussion during the district's May 27, 2020, special board meeting in preparation for the May 28, 2020, San Diego County Water Authority Board of Directors meeting to vote on rates. Director Hedberg reported that she and Director Scalzitti pushed to postpone the rate setting process. Director

Scalzitti also detailed that the challenges the San Diego County Water Authority is facing with a shortage in water sales. Both district representatives declared they will continue to encourage the SDCWA to cut expenditures. There were no public comments.

12. General Manager Carlos V. Lugo detailed the upcoming agenda items for the board meetings scheduled on June 4, 10, 17 and 24, 2020, and stated the SDCWA budget process discussions will continue. Mr. Lugo reported in response to COVID-19 the number of staff working on-site at the administration office remains low, with daily temperatures being taken, offices have been spread out and masks are being worn. The treatment plant and the operations center are not able to telecommute in the same manner and are increasing their work from district facilities. Mr. Lugo reported preparations to reopen the administration office lobby to customers are being taken to improve safety with barriers and signage as the district anticipates direction from the county. Mr. Lugo shared that district crews are currently repairing a mainline break in El Cajon. Fifty police officers are patrolling the area as community unrest continues. There were no public comments.
13. General Counsel Elizabeth W. Hull had nothing additional to report. There were no public comments.

ADJOURNMENT

14. President Gracyk adjourned the special board meeting at 5:38 p.m.



Mark Gracyk, President

ATTEST:



Sandra L. Janzen, Secretary of the Board