



*Setting Standards of Excellence in Public Service*

**MINUTES**  
**SPECIAL MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, October 7, 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 4:02 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, Tomasulo, Bryant, Miller, Ross, Janzen, Lyford, Malkin, Curtis, Lundy, Dillman and Andrews. General Counsel Elizabeth W. Hull of Best Best & Krieger was also present.

Others present: Eide Bailly LLP, Partner Phillip White, San Diego County Water Authority Principal Public Affairs Representative Risa Brown, Brownstein Hyatt Farber Schreck Policy Assistant Victoria Barba and an unidentified participant were present.

2. Director Hedberg provided the invocation reading Resolution 20-30 proclaiming the week of October 3-11, 2020, as Water Professionals Appreciation Week and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported there were no additions or deletions to the agenda. There were no public or board comments. The motion to approve the agenda carried unanimously by roll call vote.

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.

### **CONSENT AGENDA**

5. The motion to approve the consent agenda with the exception of item 5 c) carried unanimously by roll call vote. Directors McMillan and Scalzitti requested that the checks for ratification be removed from the consent agenda for further discussion. There were no public comments.

Motion: McMillan

Second: Scalzitti

- a) Memorandum dated October 7, 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. September 16, 2020, special board meeting
  - ii. September 23, 2020, Committee of the Board meeting
  - iii. September 25, 2020, Special Finance and Administration Committee meeting
- d) The board adopted the following resolution:
  - i. Resolution 20-29 declaring construction complete and authorized filing a notice of completion for Lincoln Avenue Water Main project RMB18026
- e) The board approved the following attendance considerations:
  - i. San Diego County Local Agency Formation Commission  
Special Districts Advisory Committee Meeting  
Video/Teleconference, September 18, 2020 at 9:30 a.m.
  - ii. City of La Mesa Environmental Sustainability Commission  
Video/Teleconference, September 30, 2020 at 6 p.m.

The motion to approve consent agenda item 5 c) carried unanimously by roll call vote. Directors McMillan and Scalzitti asked Director of Operations Kevin D. Miller if the terms of the Harry Griffen Regional Park Joint Powers Authority were included in the submission of operating checks for ratification. Mr. Miller confirmed that an invoice for Harry Griffen Park is expected in January 2021. There were no public comments.

Motion: McMillan

Second: Scalzitti

- c) The operating account checks submitted for ratification were approved:
  - i. Checks dated September 18, 2020
  - ii. Checks dated September 25, 2020
  - iii. Checks dated October 2, 2020

### **PRESENTATION**

- 6. The board received the audited financial statements and independent auditor's report for fiscal year ended June 30, 2020, with comparative information for 2019. Eide Bailly LLP, Partner Phillip White presented a clean audit with no significant findings or issues. Mr. White detailed the independent auditor's report; operating revenues and expenditures; pension fund liability and other postemployment benefits; and capital assets. There were no public comments. Finance and Administration Committee Chair McMillan and Co-Chair Hedberg highlighted the addition of the methodology to determine the value of the district's water inventory for enhanced transparency and reported reviewing the audit report in detail during the September 25, 2020 special Finance and Administration Committee meeting. Director Scalzitti requested the board review the GASB statements that may affect the district and the San Diego County Water Authority during a future board meeting. Mr. White was thanked for his six years of service to the district. General Manager Carlos V. Lugo expressed that Mr. White has provided consistency through the financial software transition.

### **ACTION ITEMS**

- 7. The board adopted Resolution 20-30 proclaiming the week of October 3-11, 2020, as Water Professionals Appreciation Week. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Hedberg

Second: Verbeke

President Gracyk presented the item. Each board member congratulated the district's essential professionals. General Manager Carlos V. Lugo congratulated the board and district counsel for their teamwork with staff, leadership and planning.

- 8. The board adopted Resolution 20-38 amending the Helix Water District Conflict of Interest Code pursuant to the Political Reform Act of 1974. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Verbeke  
Second: Hedberg

Board Secretary Sandra L. Janzen and District Council Elizabeth W. Hull presented the item.

9. The board authorized General Manager Carlos V. Lugo to obtain three quotes, award and execute a contract with a general contractor to repair the slope failure at Flume Road, El Cajon, Flume Road Slope Repair project RMB20096; determined the project exempt under the California Environmental Quality Act; and approved the project. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Scalzitti  
Second: McMillan

Assistant Director of Engineering Timothy J. Ross provided a PowerPoint presentation and answered all questions, with the assistance of General Manager Carlos V. Lugo and General Counsel Elizabeth W. Hull, regarding safety, the timing of slope repair and mitigated costs. The item will be discussed during a future closed session.

10. The board appropriated funds in the amount of \$100,000 from the fiscal year 2020-21 capital budget, for the Carmichael pipeline project CIP19016. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Scalzitti  
Second: McMillan

Field Operations Manager Oliver K. Malkin provided a PowerPoint presentation and answered all questions regarding the three phases of the project and the connection improvements.

## **DISCUSSION**

11. President Gracyk reported meeting regularly with General Manager Carlos V. Lugo and shared that the annual Harry Griffen Regional Park Joint Powers Authority meeting was conducted without district participation. President Gracyk reported that he would investigate this further.

Secretary of the Board Sandra L. Janzen reported that the district received customer compliments regarding the outstanding service provided by: Utility Crew Supervisor Miguel Pilar, Jr., Equipment Operator Eduardo C. Gonzalez, Utility Crew Members Peter J. Spangler and Austin C. Harp, Field Supervisor Paul J. LaFalce, Utility Crew Supervisor Daniel Baker, Equipment Operator Taidgh D. Horan, Valve Maintenance Technician Marcus A. Roberti, and Utility Crew Members Jeffrey A. Wyatt and Jose R. Ramirez, Valve

Maintenance Technicians Geoffrey M. Menta and Ashley J. Bond, Senior Meter Maintenance Technician Miguel Moreno and Utility Crew Member Jose R. Ramirez.

12. President Gracyk and Director McMillan provided written reports. In addition, Vice President Verbeke reported she has stayed busy with the Association of California Water Agencies Region 10 plans for the Fall ACWA conference and encouraged all to attend.

Directors McMillan and Scalzitti reported attending the special Parks, Land, Lakes and Garden Committee meeting on October 5, 2020. Director McMillan highlighted a potential land sale and a request for proposals for campground improvements. Director McMillan also reported attending the October 6, 2020, San Diego East County Chamber of Commerce Government, Infrastructure and Land Use Committee meeting with a presentation from Padre Dam Municipal Water District regarding the East County Advanced Water Purification project.

Directors Hedberg and Scalzitti provided a summary of the September 24, 2020 San Diego County Water Authority Board of Directors meeting with the election of Chair Gary Croucher, Vice Chair Christy Guerin and Secretary Jerry Butkiewicz. The SDCWA board authorized a new treated water service connection for the City of Poway; approved a \$23,808 late fee waiver for the City of Carlsbad; and authorized the rental of SDCWA property to San Diego Gas and Electric to store construction materials and equipment for an amount up to \$560,000.

Director Hedberg requested that the Helix Water District Board of Directors support Metropolitan Water District of Southern California's implementation of a flow monitoring device pilot program and an application for the United States Bureau of Reclamation grant funding of \$996,300 to support the program. Public Affairs Supervisor Michelle M. Curtis detailed the program. President Gracyk expressed support for the program and reported that he would work closely with General Manager Carlos V. Lugo to draft a letter.

Director Scalzitti reported that he attended the October 1, 2020, East County Advanced Water Purification Joint Powers Authority meeting. Director Scalzitti and General Manager Carlos V. Lugo commended Assistant Director of Engineering Timothy J. Ross for his involvement in the consulting and construction contracts. Director Scalzitti reported that the design and terms for the construction of the ECAWP plant and pipeline to Lake Jennings will come back to the ECAWP JPA for approval. There were no public comments.

13. General Manager Carlos V. Lugo detailed the upcoming agenda items for the board meetings scheduled on October 14, 21, 28 and 29, 2020. Mr. Lugo also reported the San Diego County Water Authority Member Agency Managers met with newly elected Chair Croucher seeking consensus in the SDCWA boardroom, improved relations with the

member agencies and increased reliance on the expertise of regional general managers and staff. There were no public comments.

14. General Counsel Elizabeth W. Hull reported Best Best & Krieger is providing on-demand webinar training for ethics and sexual harassment and discrimination prevention. Ms. Hull also reported that there was a tentative ruling on Proposition 218 litigation with more information to be provided as it becomes available. There were no public comments.

### **INFORMATION ITEM**

15. The board received an update on water bill collections during the pandemic via a PowerPoint by Director of Administrative Services Jennifer C. Bryant. Ms. Bryant shared the estimated financial impact of uncollected bills and lost fees in fiscal year 2020-21 is \$741,400. General Manager Carlos V. Lugo reported that he is looking at these impacts regionally and will provide more details at an upcoming meeting. There were no public comments.

President Gracyk adjourned the meeting for a break at 6:18 p.m. and reconvened the meeting at 6:28 p.m.

### **ADJOURNMENT TO CLOSED SESSION**

16. District Counsel Elizabeth W. Hull introduced the items to be discussed in closed session. There were no public comments prior to President Gracyk's adjournment of open session at 6:43 p.m. for closed session.

### **CLOSED SESSION**

#### **A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Government Code Section 54956.8

Property: Lake Jennings Park Road Land (APN: 398-400-48 & 56)

Agency Negotiators: General Manager Carlos V. Lugo, Director of Engineering  
James A. Tomasulo, Engineering Manager Milica Schipper,  
Senior Right of Way Agent/Environmental Analyst Debra S.  
Lundy

Negotiating Parties: Goodman Family Trust

Under Negotiation: Price and Terms of Agreement

#### **B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957

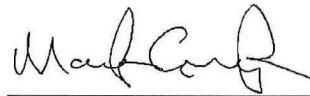
Title: General Counsel

**ADJOURNMENT OF CLOSED SESSION**

President Gracyk adjourned closed session and reconvened open session at 7:18 p.m. There was no reportable action. There were no public comments.

**ADJOURNMENT**

17. President Gracyk adjourned the special board meeting at 7:19 p.m.



---

Mark Gracyk, President

**ATTEST:**



---

Sandra L. Janzen, Secretary of the Board