



*Setting Standards of Excellence in Public Service*

**MINUTES  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
Wednesday, January 19, 2022 – 3 p.m.  
7811 University Avenue, La Mesa, CA 91942-0427  
Virtual Meeting**

**OPEN MEETING**

1. President Hedberg called the January 19, 2022, regular board meeting to order at 3:02 p.m. The meeting was turned 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 Hedberg, Verbeke, McMillan, Gracyk and Scalzitti were present.

Staff present: Lugo, Olney, Bryant, Miller, Ross, Janzen, Valdez, Doubrava, Malkin, Herrera, Lunde, Schipper, Sample, Curtis and Uhrhammer. General Counsel Elizabeth W. Hull and Scott Smith of Best Best & Krieger were also present.

Others present: SDI Presence LLC Vice President Patrick Griffen was present.

2. Vice President Verbeke provided the invocation and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported that there were no additions or deletions to the agenda. There were no public comments. The motion to approve the agenda carried unanimously by roll call vote.

Motion: Verbeke  
Second: Scalzitti

**PUBLIC COMMENTS**

4. President Hedberg 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 carried unanimously by roll call vote. There were no public comments.

Motion: Verbeke

Second: Scalzitti

- a) Memorandum dated January 19, 2022, from Secretary of the Board Sandra L. Janzen submitting expense and per diem claims was approved.
- b) The board approved the January 5, 2022, regular board meeting minutes.
- c) The operating account checks submitted for ratification were approved:
  - i. Checks dated December 31, 2021
  - ii. Checks dated January 7, 2022
  - iii. Checks dated January 14, 2022
- d) The board adopted Resolution 22-09 amending Helix Water District's conflict of interest code pursuant to the Political Reform Act of 1974 to include the position of assistant general manager.
- e) The board reaffirmed the minute order approving virtual public meetings as needed pursuant to Assembly Bill 361.

**ACTION ITEMS**

6. The board conducted a public hearing pursuant to California Elections Code Section 22001 to receive input regarding potential redistricting of director divisions and provided direction to the district's demographic consultant regarding proposed division boundary changes. There were no public comments.

General Counsel Elizabeth W. Hull introduced Best Best & Krieger Demographic Consultant Scott Smith. Mr. Smith provided a PowerPoint presentation and answered all questions regarding the ideal population of 57,235 per division with a total deviation of 15.6%. Mr. Smith highlighted important considerations such as community interest, natural and artificial barriers, roadways, rivers, railways, parks, schools, other landmarks, geographic integrity and the minority voice.

President Hedberg opened the public hearing at 3:32 p.m. There were no public comments. President Hedberg closed the public hearing at 3:32 p.m.

Board discussion ensued. General Manager Carlos V. Lugo reported staff would provide

the board with district maps to mark with suggested boundary changes and comments for Mr. Smith's review.

7. The board authorized General Manager Carlos V. Lugo to execute an agreement for professional services between Helix Water District and SDI Presence, LLC in the amount of \$91,918. There were no public comments. The motion carried unanimously by roll call vote.

Motion: McMillan

Second: Gracyk

Director of Administrative Services Jennifer C. Bryant introduced SDI Presence LLC Vice President Patrick Griffen. Mr. Griffen provided a PowerPoint presentation and answered all questions regarding cost estimates for any identified projects. Ms. Bryant spoke to SDI Presence LLC's methodology and experience. The board complimented Mr. Griffen on his comprehensive presentation.

8. The board adopted Resolution 22-08 declaring construction complete and authorized filing a notice of completion for Grossmont Reservoir overflow retrofit project CIP20017. Engineering Manager Luis Valdez provided a PowerPoint. There were no board or public comments. The motion carried unanimously by roll call vote.

Motion: Verbeke

Second: Scalzitti

9. The board received an update on the Aqueduct 1 emergency repair project OPS22051 and determined by at least a four-fifths vote the need to continue with emergency work. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Gracyk

Second: Verbeke

Director of Engineering Timothy J. Ross provided the update and clarified with Director Gracyk that a report should be available for the board in the next couple of weeks. General Manager Carlos V. Lugo reported many of the district's contractors have experienced pandemic-related challenges.

10. The board adopted Resolution 22-10 awarding construction of pipeline project CIP19003 to the lowest responsible bidder submitting a responsive bid, SC Valley Engineering Inc., in the amount of \$2,948,953 and appropriated funds in the amount of \$3,600,000 from the fiscal year 2021-22 capital budget. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Scalzitti  
Second: Verbeke

Director of Engineering Timothy J. Ross provided a PowerPoint presentation and answered all questions regarding the large size of the project, starting on Resmar Road, traffic control and addressing customers' water needs during construction.

## **REPORTS**

11. The board received the written reports for the month of December 2021 with the addition of an oral report regarding the East County Advanced Water Purification program provided by Assistant General Manager Brian M. Olney and Public Affairs Supervisor Michelle M. Curtis. President Hedberg requested the board be notified when staff presents outreach information regarding the AWP project to elected officials.

Director of Administrative Services Jennifer C. Bryant highlighted the positive cash flow at Lake Jennings, the impact on water billings due to recent rain and the governor's request to conserve water. President Hedberg shared that state funds are still available to water districts. Assistant General Manager Brian M. Olney detailed items 11 b, c, d and e.

General Manager Carlos V. Lugo commended Ms. Bryant for her recent presentation of the Water Infrastructure Finance and Innovation Act loan application reporting that the district was the first of 39 agencies nationwide to complete the documentation. There were no public comments.

- a) Financial
- b) Rainfall, Use and Storage
- c) System Demand
- d) Monthly Demand
- e) Conservation Status
- f) East County Advanced Water Purification Program
- g) Capital Improvement Program

## **DISCUSSION ITEMS**

12. President Hedberg, Vice President Verbeke, and Directors McMillan and Scalzitti provided written reports. In addition, Directors McMillan and Scalzitti reported meeting with Padre Dam Municipal Water District's staff from finance and the lake on January 12, 2022. Directors McMillan and Scalzitti reported that the San Diego County Water Authority Board of Directors would be meeting virtually on January 27, 2022. Vice President Verbeke reported attending the January 6, 2022, Association of California Water Agencies Region 10 meeting and Charles Gibson of Santa Margarita Water District was selected as the new chair. Vice President Verbeke commended Director of Operations Kevin M. Miller for his optimistic outlook during the January 12, 2022,

Engineering and Operations Committee meeting and thanked Safety/Risk Administrator Susen Doubrava for her work during the pandemic. General Manager Carlos V. Lugo also commended Ms. Doubrava for a job well done and thanked the human resources team. Directors Gracyk and McMillan reported attending the January 18, 2022, Council of Water Utilities meeting regarding the proposed state budget funding opportunities. There were no public comments.

13. President Hedberg shared a letter written to new customers from the 1970s commending the district's kind and sincere approach. President Hedberg reported the 2022 committee appointments were included in the board package and encouraged the board to work hard and have a great year.

Board Secretary Sandra L. Janzen provided a positive customer comment regarding the high level of service received by Customer Service Representative Marlene Young. There were no board or public comments.

14. General Manager Carlos V. Lugo detailed the January 26, 2022, Committee of the Board meeting and the February 2, 2022, regular board meeting. Mr. Lugo reported the meetings would continue virtually due to COVID-19 cases and that the mandated testing requirements would be placed on a future board agenda as the costs continued to grow above the general manager's authorized spending authority. Mr. Lugo reported a special Parks, Land, Lakes and Garden Committee would be scheduled in January and that the San Diego County Water Authority Member Agency Managers meeting presentations would be forwarded to the board. There were no public comments.
15. General Counsel Elizabeth W. Hull requested the board watch for an email from Best Best & Krieger regarding new law guidance for 2022. There were no public comments.

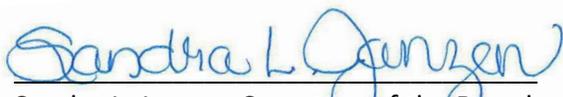
**ADJOURNMENT**

16. President Hedberg adjourned the regular board meeting at 5:21 p.m.



Kathleen Coates Hedberg, President

**ATTEST:**



Sandra L. Janzen, Secretary of the Board