



*Setting Standards of Excellence in Public Service*

**MINUTES  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
Wednesday, November 2, 2022 – 3 p.m.  
7811 University Avenue, La Mesa, CA 91942-0427  
Virtual/Hybrid Meeting**

**OPEN MEETING**

1. Chair Verbeke called the November 2, 2022, regular board meeting to order at 3:11 p.m. The roll call showed a quorum of the board present. Directors Verbeke, McMillan, Gracyk and Scalzitti were in attendance. Director Hedberg was absent.

Staff present: Olney, Bryant, Ross, Miller, Valdez, Janzen, Solano, Schipper, Rocco, Pope, Lundy, Curtis, Mackey, MacMaster, Roff and Uhrhammer. General Counsel Elizabeth W. Hull of Best, Best & Krieger was also present.

Others present: None.

2. Director Scalzitti led the Pledge of Allegiance. No invocation was provided.
3. General Manager Brian M. Olney reported there were no additions or deletions to the agenda. There were no public comments. The motion to approve the agenda carried 4-0 by roll call vote.

Motion: Gracyk  
Second: Scalzitti  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

**PUBLIC COMMENTS**

4. Chair Verbeke 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 4-0 by roll call vote. There were no public comments.

Motion: Gracyk  
Second: McMillan  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

- a) Memorandum dated November 2, 2022, from 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. Dated September 28, 2022, Committee of the Board meeting.
  - ii. Dated October 19, 2022, regular board meeting.
- c) The board ratified the following operating account checks:
  - i. Checks dated October 21, 2022.
  - ii. Checks dated October 28, 2022.
- d) The board adopted the following resolutions:
  - i. 22-57 declaring construction complete and authorized filing a notice of completion for Grossmont High School bus maintenance facility project RMB20039.
  - ii. 22-60 declaring a water shortage response Level 2.
- e) Attendance Consideration  
The board approved the following attendance consideration:
  - i. Climate Action Campaign's NEXUS Climate Conference  
October 21, 2022, at 8:30 a.m.  
San Diego State University

**ACTION ITEMS**

6. The board appropriated funds in the amount of \$70,000 from the fiscal year 2022-23 capital budget, adopted Resolution 22-55 authorizing a sole source purchase of a Harris Utility Group bill pay kiosk in the amount of \$63,327, and authorized staff to call for bids

and set December 15, 2022, at 2 p.m. as the date and time of the bid opening for the customer service kiosk project CIP22107. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: McMillan  
Second: Scalzitti  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

Engineering Manager Milica K. Schipper provided a PowerPoint presentation and answered all questions with the assistance of Director of Administrative Services Jennifer C. Bryant regarding 18% of water bills paid by credit card, the convenience of using an electronic check or cash and receiving a receipt. Discussion ensued. Director Gracyk requested that usage metrics be shared at the committee level once the bill payment kiosk was installed.

7. The board adopt Resolution 22-56 authorizing the granting of an easement for the East County Advanced Water Purification project over a portion of assessor parcel numbers 395-022-09, 395-022-10, 395-140-01 and 391-061-32 in unincorporated Lakeside, county of San Diego, state of California. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: McMillan  
Second: Scalzitti  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

Director of Engineering Timothy J. Ross provided a PowerPoint presentation and answered all questions regarding details of the construction project and term of the easement. Director Scalzitti requested any outreach from the county regarding the trail closure be forwarded to the board.

8. The board authorized General Manager Brian M. Olney to execute a second and third amendment to the professional services agreement with Black & Veatch Corporation in the amounts of \$364,270 and \$139,730, respectively, and appropriated funds in the amount of \$555,000 from the fiscal year 2022-23 capital budget for additional design support services for the Chet Harritt Pump Station and Lake Jennings aeration system project CIP21008 and Clearwell effluent flow meter project CIP22004. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: Scalzitti

Second: Gracyk  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

Director of Engineering Timothy J. Ross provided a PowerPoint presentation and answered all questions regarding potential energy savings, grant funding and low interest loan options. General Manager Brian M. Olney reminded the board that the costs were negotiated with the Advanced Water Purification Joint Powers Authority and are covered within the contingencies. Director McMillan verified a contingency of approximately \$11 million.

9. The board authorized General Manager Brian M. Olney to execute an as-needed agreement for professional services with Ardurra Group Inc. in the not-to-exceed amount of \$125,000 for public outreach services for the East County Advanced Water Purification project. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: Scalzitti  
Second: Gracyk  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

Administrative Services Manager Michelle M. Curtis provided a PowerPoint presentation. General Manager Brian M. Olney answered all questions regarding the three required meetings to be conducted by the Division of Drinking Water. Director Scalzitti requested continued outreach in the Otay Water District service area.

10. The board considered changes to the policies and procedures manual and set a public hearing for November 16, 2022, during the regular board meeting. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: McMillan  
Second: Scalzitti  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

General Manager Brian M. Olney introduced the item. Director of Administrative Services Jennifer C. Bryant detailed Attachment A (the summary of changes) and answered all questions with the assistance of Mr. Olney and Director of Engineering Timothy J. Ross. Director Gracyk verified that the one-time district fee amounts use the prior year's annual Consumer Price Index for all Urban Consumers and San Diego would continue to adjust by

the CPI each year. Chair Scalzitti and Vice Chair McMillan of the Parks, Land, Lakes and Garden Committee shared that the fees at Lakes Jennings were more in-line with regional recreation areas to cover the increased expenditures for fish and supplies. Director Gracyk confirmed a military discount would still be supported at Lake Jennings. Discussion ensued regarding Section 4.2-1 (the extension of water facilities) and contractors' ability to be reimbursed up to 10 years following the installation of any additional infrastructure to support projects.

11. The board adopted Resolution 22-59 updating the district records retention schedule. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: Scalzitti  
Second: McMillan  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

Board Secretary Sandra L. Janzen introduced the item and answered all questions regarding minimum legal retention periods, document storage and the destruction process.

12. The board adopted Resolution 22-61 authorizing the grant application, acceptance and execution for the Helix Water District Drought Resilience and Drinking Water Supply Reliability Project for the Department of Water Resources' 2022 Urban Community Drought Relief Grant Program. There were no public comments. The motion carried 4-0 by roll call vote.

Motion: McMillan  
Second: Scalzitti  
Ayes: Verbeke, McMillan, Gracyk, Scalzitti  
Noes: None  
Absent: Hedberg

Director of Administrative Services Jennifer C. Bryant introduced the item. Director Gracyk verified the first draft of the application is expected to be reviewed by staff on November 11, 2022.

### **DISCUSSION ITEMS**

13. Directors Verbeke, McMillan, Gracyk and Scalzitti provided written reports. In addition, Directors McMillan and Scalzitti provided a summary of the October 27, 2022, San Diego County Water Authority Board of Directors meeting. Discussion ensued. Director McMillan requested General Manager Brian M. Olney discuss water rates with SDCWA.

Director Gracyk reported attending the October 21, 2022, Climate Action Campaign's NEXUS Climate Conference. There were no public comments.

14. Chair Verbeke reported attending the October 31, 2022, Association of California Water Agencies Foundation Fundraising Workgroup with one additional meeting planned prior to the end of Vice President Verbeke's district term.

Chair Verbeke requested Board Secretary Sandra L. Janzen share that the district received customer compliments regarding Valve Maintenance Technicians Lonny B. Dill and Charles G. Mashburn and Customer Service Specialist Jerry Andrade. There were no additional public comments. Director McMillan asked General Manager Brian M. Olney to consider providing said employees with an award. Brief discussion ensued.

15. General Manager Brian M. Olney reminded the board that President Hedberg had set a legislative recess for the month of December and that the board agreed to cancel the November 23, 2022, Committee of the Board meeting. There were no public comments.

Mr. Olney detailed the agenda items to be covered during the:

- 9 a.m. November 9, 2022, Water Quality and Resources Committee meeting.
- 3 p.m. November 16, 2022, regular board meeting.

16. General Counsel Elizabeth W. Hull had no additional comments. There were no public comments.


#### **ADJOURNMENT**

17. Chair Verbeke adjourned the regular board meeting at 5:06 p.m.



DeAna R. Verbeke, Chair

#### **ATTEST:**

  
Sandra L. Janzen, Secretary of the Board