

**LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT
MINUTES OF AN EXECUTIVE COMMITTEE MEETING**

DATE: March 14, 2022

TIME: 5:00 p.m.

PLACE: LACSD Blue Jay Board Room
27307 State Hwy. 189, Suite 104
Blue Jay, CA 92317

Via Teleconference
<https://us02web.zoom.us/j/9093367117?pwd=eDh5Rng4aXc4MV0NPcm5udlhMQT09>
+1 (669) 900-6833 Access Code: 646-510-085
Meeting ID: 909 336 7117 and Passcode: 7117

ATTENDANCE: ***Committee Members Present:***
John Wurm, President
Steve Boydston, Vice President

Committee Members Absent:
None

District Staff Present:
Catherine Cerri, General Manager
Kathleen Field, Board Secretary

Others Present:
None

The meeting of the Executive Committee was called to order at 5:08 p.m., and attending in person was President Wurm and Vice President Boydston.

PUBLIC COMMENT TIME

There was no public comment or written public comments received.

REVIEW/ACCEPTANCE OF EXECUTIVE COMMITTEE MEETING MINUTES

- 1. February 14, 2022, Executive Committee Meeting Minutes**

Vice President Boydston **MOVED** and President Wurm **SECONDED** to approve the February 14, 2022, Executive Committee Meeting Minutes as distributed. The motion passed unanimously.

DISCUSSION TOPICS

1. Future Meeting Agenda Review.

The Executive Committee and the General Manager reviewed the March 22, 2022, Regular Board Meeting Agenda, which included the following: under consent calendar, authorizing virtual Board and committee meetings pursuant to AB 361, approval of the February 22, 2022 Board meeting minutes, the temporary transfer of free production allowance in the Mojave Basin and two emergency purchases for the Willow Creek Wastewater Treatment Plant; the first item was for the demolition and remediation, and the other was for the installation of temporary electric power at the plant. Under the information items was the Operations Manager's report; she noted that water consumption was significantly down, and there were no updates for the corporate yard project. Under the budget planning item, John O'Brien will be presenting the budget assumptions and mentioned that he was looking at labor percentages of three, five, and eight percent. She expressed concerns about increasing costs and how staffing within the District was affected. Related to her report, she stated that this was the time of year that the District prepares its water conservation campaign materials and starts thinking about the number of irrigation days per week. She added that CLAWA water might not be available. Under the action items, adoption of the water and sewer rates, noting three protest letters had been received. The second public hearing action item was adjusting the District's division boundaries for the District-based election system. The following action items were to vote for the Local Agency Formation Commission Regular Member and Alternate Member, award a construction contract for the Grass Valley Wastewater Treatment Plant screw press, and award a survey contract for the Palisades Sewer rehabilitation survey services. Ms. Cerri suggested combing the contracts for the epoxy coating of the equipment chambers at Lift Stations #14 and #18, and the committee concurred. The Sanitary Sewer Management Plan was required to be updated every five years, and the update was completed in-house. The last action item was a change order with Stockmans for the Telsa batteries; she went over the project background information. There were no closed session items. The Executive Committee asked Ms. Cerri to add an action item revising the purchasing policy to increase her approval and signing authority to the April Board meeting agenda. Ms. Cerri, related to the April Board meeting agenda, mentioned that staff was planning to add the budget workshop to the regular board meeting agenda unless the Board wanted to hold a separate meeting for the workshop. She also informed them that she would have a change order for the Spyglass Project at the April Board meeting and provided some background information. The committee suggested checking with legal counsel on the delays and discussed potential revised irrigation schedules to avoid delaying the project further.

2. General Manager's Comments.

Ms. Cerri did not have any additional comments.

ADJOURNMENT

There being no further business, the meeting adjourned at approximately 5:51 p.m.

Kathleen Field, Board Secretary