

LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR MEETING OF THE BOARD OF
DIRECTORS

DATE: January 23, 2018

TIME: 5:30 p.m.

PLACE: LACSD Blue Jay Board Room
27307 St. Hwy. 189, Ste. 104
Blue Jay, CA 92317

ATTENDANCE: ***Board Members Present:***

Steve Keefe, Director
John O'Brien, Director
John Wurm, President

Board Members Absent:

Steve Boydston, Vice President
Ryan Gross, Director

Others Present:

Catherine Cerri, General Manager
Joseph Byrne, General Counsel
Mike Blackwood, Field Operations Manager
Matt Brooks, Operations Manager
Jessica Brown, Finance Manager
Kathleen Field, Board Secretary
Aida Hercules-Dorado, District Engineer
Natalie Potter, Human Resources Manager
Matt Carricaburu, Trinity Construction
Mountain News
Members of the Public - None

The Meeting was called to Order at 5:30 p.m. by John Wurm, President who led those present in the Pledge of Allegiance to the Flag of the United States of America. Board Secretary Field certified the proper posting of the Agenda and called the roll.

APPROVAL OF AGENDA

The Board by general consensus approved the January 23, 2018 Regular Board Meeting agenda as presented.

PUBLIC COMMENT

There was no Public Comment.

ACKNOWLEDGING CUSTOMERS RECOGNITION OF LACSD FIELD OPERATIONS STAFF

Ms. Cerri stated that the District had received many positive comments regarding the staff. The common theme was “no other place would you receive this level of customer service.” Ms. Cerri informed the Board that letters and comments were received from customers. Two of the customers requested to publicly acknowledge the employees. Ms. Cerri read letters and comments recognizing the following Field Operations staff; Mica O’Connell, Bobby Martinez, Kane Kennedy, Jamie Hernandez, Anthony Segura, Christian Alls, Isaac Whisner, and Zachary Holmes.

CONSENT CALENDAR

1. **Approval of Minutes.**

December 12, 2017 Regular Board Meeting Minutes

November 14, 2017 Regular Board Meeting Minutes

Director Keefe **MOVED** and Director O’Brien **SECONDED** to approve Consent Calendar Item 1 as presented.

CARRIED: **AYES:** **O’Brien, Keefe, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **Boydston, Gross**

INFORMATION AND DISCUSSION ITEMS

2. **Departmental Reports.**

a. **District Engineer’s Report - Capital Improvement Program Update Fourth Quarter 2017**

b. **Field Operations Manager’s 2017 Fourth Quarter Report**

c. Human Resources Manager's Fourth Quarter 2017 Report

d. Operations Manager's Report

Ms. Hercules-Dorado and Ms. Cerri responded to questions regarding the North Bay Pump Station Improvement Project. Ms. Hercules referred to the Fourth Quarter 2017 Capital Improvement Project Report and gave a brief overview of the report. Staff responded to questions regarding the Palisades Sewer Rehabilitation Phase 1 Project 143 change order and sewer inflow monitoring. Mr. Blackwood referred to the Field Operations Manager's Fourth Quarter Report in the agenda packet. Mr. Blackwood responded to questions regarding a leak on Fairway at Lake Arrowhead Country Club. Mr. Blackwood talked about the valve maintenance and leak detection program that was implemented which was helping in addressing system issues. President Wurm asked if for comparison purposes that the previous quarter information could be included. There were no questions regarding the Human Resources Manager's Report. Mr. Brooks referred to the Operations Manager's Report and reviewed the same. Mr. Brooks referred to pictures showing preventive maintenance work being accomplished and noted that training of newer employees was being done at the same time. Mr. Brooks responded to questions regarding non-revenue water commenting that staff had plans for the upcoming budget for projects to help address metering of non-revenue water.

3. General Manager's Report.

In addition to the General Manager's Report that was included in the agenda packet. Ms. Cerri reported that she was working on a 2018/2019 Budget with ALA and the budget would be done before the February first deadline. Ms. Cerri announced that the District would be celebrating the District's 40th anniversary on March 14, 2018, by having an open house. The District's Blue Jay Admin Building, Bernina Water Treatment Plant, and the Grass Valley Wastewater Treatment Plant would be open to the public.

ACTION ITEMS

4. Second Public Hearing for the Proposal to Establish District Boundaries for District-Based Elections.

President Wurm opened the public hearing for the proposal to establish District boundaries for district-based elections at 6:03 p.m. Ms. Field gave a statement to the proper noticing of the public hearing. Ms. Field stated the Board was conducting the second public hearing for the proposal to establish district boundaries for district-based elections and to receive the public's input regarding the composition of proposed district boundaries, and provide any direction on the creation of draft maps and any parameters to be considered. Ms. Cerri reiterated that the District was conducting the second public hearing regarding the establishment of possible district boundaries for district-based elections to give an opportunity for public input. There was no public input. President Wurm closed the public hearing at 6:05 p.m. In response to Board member questions,

Mr. Byrne went over the public hearing process for the next two public hearings and the proposed district maps that would be available on the District's website.

Following Board consideration, Director Keefe **MOVED** and Director O'Brien **SECONDED** to set a subsequent public hearing, for Tuesday, February 13, 2018, regarding the content of the draft map(s) and proposed sequence of information on staggered terms of office and the potential sequence of elections.

CARRIED: **AYES:** **O'Brien, Keefe, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **Boydston, Gross**

5. Consider Awarding a Construction Contract for the Headworks Fine Screen Replacement at the Grass Valley Wastewater Treatment Plant, Project No. 139.

Ms. Hercules-Dodaro presented the recommendation to award a construction contract for the Headworks Fine Screen Replacement at the Grass Valley Wastewater Treatment Plant, Project No. 139 to Trinity Construction; authorize the General Manager to execute the contract and to approve change orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount. Ms. Hercules-Dodaro provided background information for this project and responded to questions.

Following Board consideration, Director Keefe **MOVED** and Director O'Brien **SECONDED** to award a construction contract for the Headworks Fine Screen Replacement at the Grass Valley Wastewater Treatment Plant, Project No. 139 to Trinity Construction; authorize the General Manager to execute the contract and to approve changes orders for the Project as required in the field during the contract time for an amount not to exceed 15% of the original contract amount.

CARRIED: **AYES:** **Keefe, O'Brien, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **Boydston, Gross**

BOARD MEMBER MEETINGS

No Board members requested to attend a meeting.

BOARD MEMBER COMMENTS

There were no Board member comments.

CLOSED SESSION

The Board, Mr. Byrne, and Ms. Cerri went into Closed Session to discuss Items 1- 2 at approximately 6:14 p.m.

1. Conference with Legal Counsel-Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (One case)

2. Conference with Legal Counsel-Existing Litigation

Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: The City of Hesperia v. Lake Arrowhead Community Services District, et al., Case No. CIVDS160201

OPEN SESSION

The Board came out of the Closed Session at 7:16 p.m. Mr. Byrne announced that the Board unanimously voted to authorize counsel to inform the court in the matter of the City of Hesperia v. Lake Arrowhead Community Services District that Lake Arrowhead Community Services District intended to pursue the appeal.

ADJOURNMENT

President Wurm **MOVED** and Director Keefe **SECONDED** to Adjourn the meeting. The meeting was Adjourned at approximately 7:17 p.m.

CARRIED: **AYES:** **Keefe, O'Brien, and Wurm**
 NOES: **None**
 ABSTAIN: **None**
 ABSENT: **Boydston, Gross**

Kathleen Field, Board Secretary