

**LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT**

**MINUTES OF REGULAR MEETING OF THE BOARD OF  
DIRECTORS**

DATE: August 13, 2019  
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 Boydston, Vice President  
Robert Morris, Director  
John Wurm, President

***Board Members Absent:***

Ryan Gross, Director  
Steve Keefe, Director

***Others Present:***

Catherine Cerri, General Manager  
Lindsay Puckett, General Counsel  
Mike Blackwood, Field Operations Manager  
Matt Brooks, Operations Manager  
Kathleen Field, Board Secretary  
Aida Hercules-Dodaro, District Engineer  
John O'Brien, Finance Manager  
Natalie Potter, Human Resources Manager  
Brennon Thompson, Valor of the Lake  
Garrett Thompson, Valor of the Lake  
Members of the Public -None

The Meeting was called to Order at 5:32 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 August 13, 2019 Regular Board Meeting agenda as presented.

## PUBLIC COMMENT

There was no Public Comment.

## CONSENT CALENDAR

Listed on the Consent Calendar were the following items for approval:

**1. Approval of Meeting Minutes.**

June 25, 2019 Regular Board Meeting Minutes

**2. Consider Approving the Investment Transactions for June 2019.**

**3. Consider Receiving and Filing of the Fiscal Year 2018/2019 Annual Board and Employee Expense Report.**

**4. Consider Approving an Agreement with the United States Geological Survey for Water Year 2020 Operations and Maintenance of Stream and Rain Gaging Stations.**

**5. Consider Approving Revisions to the Lake Arrowhead Community Services District Purchasing Policy.**

Vice President Boydston **MOVED** and Director Morris **SECONDED** to approve Consent Calendar Items 1- 5 as presented.

<b><u>CARRIED:</u></b>	<b>AYES:</b>	<b>Boydston, Morris, and Wurm</b>
	<b>NOES:</b>	<b>None</b>
	<b>ABSTAIN:</b>	<b>None</b>
	<b>ABSENT:</b>	<b>Gross and Keefe</b>

## INFORMATION AND DISCUSSION ITEMS

### **6. Departmental Reports.**

- a. District Engineer's Report – Capital Improvement Program Update Second Quarter 2019**
- b. Field Operations Manager's 2019 Second Quarter Report**
- c. Human Resources Manager's Second Quarter 2019 Report**
- d. Operations Manager's Report**

There were no questions on the departmental reports distributed in the agenda packet.

### **7. Cease and Desist Order (CDO) R6V-2013-022 Annual Reports.**

Mr. Blackwood reported that the Cease and Desist Order 2019-2020 I&I Project Plan and the I&I Project Completion and Outfall Analysis Report for 2018-2019 were submitted to Lahontan on August 1, 2019, as a single report. Mr. Blackwood explained that by combining the reports, eliminated the duplication of information in each report. The biggest finding for this year's wet weather season was noticing and determining that there was a reduction in influent volumes to the Grass Valley Wastewater Treatment Plant (GVWTP). The daily inflow numbers at GVWTP were down to 5.65 MGD compared to December 2010 7.63 MGD. During events that occurred this season, the District was not able to pump 4.0 MGD down the outfall. Mr. Blackwood reported as a result of studying the flow monitor data and determining the best course of action it was determined that there were two areas of the outfall line that may be creating a flow restriction. Mr. Blackwood explained that the first section of the outfall line that runs under the Mojave River where its diameter reduces from 10 inches to 8 inches for approximately 1,200 feet. The second bottleneck was at the pump station itself where piping reduces from 12 inches to 6 inches. Staff was focusing on replacing the smaller 6-inch piping with 12-inch piping to alleviate one of the flow restrictions on the outfall line. Mr. Blackwood informed the Board that the State Water Resources Control Board requested a site visit and a Board member asked that a report on the results of the site visit be provided to the Board. Mr. Blackwood responded to a series of questions posed by a Board member. Mr. Brooks summarized that the report contained the improvements completed in the collection systems during the last fiscal year, current fiscal year and the plans for next year, flow monitoring data captured was good measurable data, and there was a significant reduction to the inflow to GVWTP compared to the data from December 2010.

**8. CalPERS Pension Plan Update.**

Mr. O'Brien reported that CalPERS had not released the District's annual valuation report as of this meeting but was anticipating receiving the report soon.

**9. General Manager's Report.**

Ms. Cerri stated that the Lake Arrowhead Tracer Study Public Workshop would be held on August 27, 2019 at 4:00 p.m. The meeting would be noticed as a Special Meeting in the event that three Board members attended, and encouraged Board member participation. Ms. Cerri mentioned that Arrowhead Lake Association would be holding a similar meeting on August 24, 2019, after their regular meeting and notices for both meetings would be published in the local newspapers to ensure that the public was aware of the study.

**ACTION ITEMS**

**10. Consider Approving a Contract with Valor of the Lake Alarms, LLC for Access Control Project.**

Ms. Potter presented the recommendation to approve a contract with Valor of the Lake Alarms, LLC for the Access Control Project for their low responsive and responsible bid of \$181,630.04 and authorize the General Manager to execute the contract. Ms. Potter went over the background information noting that the District currently did not have a remote access control system and utilized unidentified badges/keys. Ms. Potter pointed out the budgeted amount for this item was \$500,000. Brennon Thompson from Valor of the Lake Alarms responded to Board member questions.

Following Board consideration, Director Morris **MOVED** and Vice President Boydston **SECONDED** to authorize the General Manager to execute a contract with Valor of the Lake Alarms, LLC for the Access Control Project for their low responsive and responsible bid of \$181,630.04.

<b><u>CARRIED:</u></b>	<b>AYES:</b>	<b>Boydston, Morris, and Wurm</b>
	<b>NOES:</b>	<b>None</b>
	<b>ABSTAIN:</b>	<b>None</b>
	<b>ABSENT:</b>	<b>Gross and Keefe</b>

**11. Consider Contract with CBC Steel Buildings, LLC to Provide Parts and Services for Project No. 177 Corporation Yard.**

Ms. Hercules-Dodaro presented the recommendation to authorize the General Manager to execute a contract with CBC Steel Buildings, LLC in the amount of \$1,094,536.00, for the building only, for design, engineering and permit expediting of

the steel building for the Corp Yard Project No. 177. The price included \$27,525.00 for design, engineering, and coordination with the County of San Bernardino plan approval process, \$736,987 for manufacturing and delivery of parts and \$357,550.00 for the installation of the building. Ms. Hercules-Dodaro pointed out that the contract only obligated the District for the cost associated with each phase and explained that District's exposure was the \$27,525.00 for design, engineering, and coordination with the County of San Bernardino plan approval process. A revised quote and order document from CBC Steel Buildings, LLC, was distributed to the Board. Ms. Hercules referred to items 11 – 13 explaining that the project pricing is protected if the job ships by January 3, 2020; date of order must be on or before August 16, 2019. CBC will add a provision to the contract to extend the pricing to March 27, 2020 to become the new ship by date. The pricing for the extension will be limited to a not to exceed increase of 5% of the overall contract. If the District decides to move forward with the project by November 8, 2019, the price will hold. After that, the building materials are subject to changes in steel prices up to 5% of the materials, maximum \$36,850, until March 27, 2020. At that time, the building will need to go out to bid. The plan was to take the entire project out to bid mid-September so that the costs will be known before the November 8<sup>th</sup> deadline. Ms. Hercules-Dodaro and Ms. Cerri responded to a series of questions.

Following Board consideration, Vice President Boydston **MOVED** and Director Morris **SECONDED** to authorize the General Manager to execute a contract with CBC Steel Buildings, LLC, in the amount of \$1,094,536. for the design, engineering and permit expediting of the steel building for the Corp Yard Project No. 177.

<b><u>CARRIED:</u></b>	<b>AYES:</b>	<b>Boydston, Morris, and Wurm</b>
	<b>NOES:</b>	<b>None</b>
	<b>ABSTAIN:</b>	<b>None</b>
	<b>ABSENT:</b>	<b>Gross and Keefe</b>

**12. Consider Approval of Purchase of Replacement Lamps for the Trojan UV System for the Grass Valley Wastewater Treatment Plant Trojan UV System.**

Mr. Brooks presented the recommendation to approve the purchase of seventy Trojan replacement UV lamps from DC Frost and Associates for \$27,907.25 sales tax included. Freight charges would be additional and approximately \$400 - \$500. Mr. Brooks informed the Board that the quote exceeded the budgeted amount because there was a price increase of approximately 25% per bulb and an additional six bulbs were needed due to premature failure/burn-out.

Following Board consideration, Director Morris **MOVED** and Vice President Boydston **SECONDED** to purchase seventy Trojan replacement UV lamps from DC Frost and Associates for \$27,907.25, sales tax included plus freight charges of approximately \$400-\$500.

<b><u>CARRIED:</u></b>	<b>AYES:</b>	<b>Boydston, Morris, and Wurm</b>
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**NOES: None**  
**ABSTAIN: None**  
**ABSENT: Gross and Keefe**

**13. Consider Purchase of a Vactor Manufacturing Inc. 2103 Combination Flusher/Vacuum Machine.**

Mr. Blackwood went over the recommendation to authorize the purchase of a Vactor Manufacturing Inc. 2103 Flusher/Vacuum Machine (combination truck) from Haaker Equipment Company. Mr. Blackwood explained that the District's current combination truck was a Vac-Con equipped 2008 international chassis had many mechanical issues over the years. The combination truck with its sewer cleaning ability and vacuum recovery system was a vital tool in maintaining the District's wastewater collection system, including the prevention of Category 1 Sanitary Sewer Overflows. Mr. Blackwood pointed out that the purchase price exceeded the budgeted amount by \$25,510.59.

Following Board consideration, President Wurm **MOVED** and Vice President Boydston **SECONDED** to authorize the purchase of a Vactor Manufacturing Inc. 2103 Flusher/Vacuum Machine Combination truck from Haaker Equipment Company.

**CARRIED:**      **AYES: Boydston, Morris, and Wurm**  
**NOES: None**  
**ABSTAIN: None**  
**ABSENT: Gross and Keefe**

**BOARD MEMBER MEETINGS**

No Board members requested to attend any meeting.

**BOARD MEMBER COMMENTS**

Director Morris asked for clarification on the date and time of the Public Workshop for the Lake Arrowhead Tracy Study and Ms. Cerri responded that the workshop would be held on August 27, 2019, starting at 4:00 p.m.

**CLOSED SESSION**

The Board, Ms. Cerri and Ms. Puckett went into Closed Session at 6:24 p.m. to discuss items 1-2.

**1. 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

2. **Conference with Legal Counsel – Anticipated Litigation.**  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government  
Code section 54956.9: (One case)

**OPEN SESSION**

The Board came out of Closed Session at approximately 7:44 p.m. President Wurm announced that there were no reportable actions taken in the Closed Session.

**ADJOURNMENT**

President Wurm **MOVED** and Vice President Boydston **SECONDED** to adjourn the meeting. The meeting adjourned at approximately 7:45 p.m.

<b><u>CARRIED:</u></b>	<b>AYES:</b>	<b>Boydston, Morris, and Wurm</b>
	<b>NOES:</b>	<b>None</b>
	<b>ABSTAIN:</b>	<b>None</b>
	<b>ABSENT:</b>	<b>Gross and Keefe</b>

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Kathleen Field, Board Secretary