

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

DATE: November 12, 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
Steve Keefe, Director
Robert Morris, Director
John Wurm, President

Board Members Absent:
Ryan Gross, Director

Others Present:
Catherine Cerri, General Manager
Alex Brand, General Counsel
Mike Blackwood, Field Operations Manager
Matt Brooks, Operations Manager
Aida Hercules-Dodaro, District Engineer
John O'Brien, Finance Manager
Natalie Potter, Human Resources Manager
Brett Van Lant, Van Lant & Fankhanel, LLP
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. Ms. Potter certified the proper posting of the Agenda and called the roll.

APPROVAL OF AGENDA

The Board by general consensus approved the November 12, 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.

October 22, 2019 Regular Board Meeting Minutes

2. Consider Accepting Field Operation Facility Offsite Sewer, Project No. 172 as Complete.

Director Steve Keefe **MOVED** and Director Robert Morris **SECONDED** to approve Consent Calendar Items 1- 2 as presented.

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

INFORMATION AND DISCUSSION ITEMS

3. Departmental Reports.

- a. **District Engineer's Report Update on the District Corporation Yard Project No. 177**
- b. **Finance Manager's Fiscal Year 2019-20 Financial Statements and Cash Investment Report for the Quarter Ended September 30, 2019**
- c. **Operations Manager's Report**

Department Managers responded to questions regarding the departmental reports distributed in the agenda packet.

4. General Manager's Report.

Ms. Cerri provided an update on the District's strategic plan and advised the operational and financial items that are left the District Staff are actively pursuing.

ACTION ITEMS

5. Consider Accepting and Filing of the Fiscal Year 2018-19 Comprehensive Annual Financial Report.

Mr. O'Brien introduced the District's Auditor. Brett Van Lant of Van Lant & Fankhanel, LLP. Mr. Van Lant went over the District's 2018-19 Comprehensive Annual Financial Report results, remarking that it was a good year and you can see a positive direction.

Following Board consideration, Director Steve Keefe **MOVED** and Vice President Steve Boydton **SECONDED** to accept file and authorize the distribution Comprehensive Annual Financial Report for fiscal year 2018-19.

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

6. Consider Approval of Build Out Costs to Frontier Communications to Install Fiber Optic Cable for Communications at Grass Valley Wastewater Treatment Plant.

Ms. Cerri presented the recommendation to authorize the District to contract with Frontier Communications for the installation of fiber optic cable to Grass Valley Wastewater Treatment Plant as mentioned in the previous board meeting. Ms. Cerri advised that there will is still no contract, however, has a verbal guarantee that the District will main a fifty-speed capability at all times. Additionally, she advised there will be no kick back. Finally, Ms. Cerri informed the Board of Directors that the District received Dudek report for their consequences and failures analyzation and the first item is that it is critical to improve communication. Ms. Cerri emphasized that it is clear and necessary that we need communication therefore we will have BBK vet the contract to ensure they are happy with the terms. President Wurm added to authorize and subject to review with BBK. Director Keefe asked if the amount indicated in the report is a firm number. Ms. Cerri advised no, therefore; Mr. Keefe advised to add a 15% contingencies authorization

Following Board consideration, Director Steve Keefe **MOVED** and Director Robert Morris **SECONDED** to authorize the District to contract with Frontier Communications for the installation of fiber optic cable to Grass Valley Wastewater Treatment Plant plus a 15% contingency.

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

7. Consider Awarding a Professional Services Contract for Engineering Consulting Services for the Blue Jay Well Development Project No. 187.

Ms. Hercules presented the recommendation to approve a Professional Services Contract for Engineering Consulting Services for the Blue Jay Well Development Project No. 187. She advised seven companies received the request for proposal and the District received five back. There was discussion in regard to the fee range. Ms. Hercules and Ms. Cerri explained the project scope includes two phases, the first is exploratory to see if it is feasible to have a well and the second is to move forward with well if feasible. Additional discussion was made to confirm there are no issues with Webb and Associates as well as with CLAWA water to have a well located in CLAWA district. Aida 7 companies and we received 5. The range is large, proposal is in 2 phases.

Following Board consideration, Director Robert Morris **MOVED** and Director Steve Keefe **SECONDED** to authorize the General Manager to execute a contract with Webb & Associates for the design, bidding and construction management assistance of the Blue Jay Well Development Project No. 187, in an amount not to exceed \$146,388.00.

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

BOARD MEMBER MEETINGS

No Board members requested to attend any meeting.

BOARD MEMBER COMMENTS

There were no Board member comments.

CLOSED SESSION

The Board, Ms. Cerri and Mr. Brand went into Closed Session at 5:53 p.m. to discuss items 1 -2.

1. Conference with Labor Negotiators.

Pursuant to Government Section 54957.6

Agency Designated Representatives: Catherine Cerri, General Manager and Alex Brand, General Counsel

Employee Organization: Utility Workers' Union of America, Local 557

2. Conference with Real Property Negotiators.

Property: 27307 Hwy. 189, Blue Jay, CA 92317

Agency Negotiators: Catherine Cerri, General Manager

Negotiating Parties: Lauren Harris

Under Negotiation: Price and terms of payment

OPEN SESSION

The Board came out of Closed Session at approximately 6:17 p.m. Mr. Brand announced that there were no reportable actions taken in the Closed Session.

ADJOURNMENT

Director Steve Keefe **MOVED** and Vice President Boydston **SECONDED** to adjourn the meeting. The meeting adjourned at approximately 6:18 p.m.

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



Natalie Potter, Human Resources Manager