

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

DATE: February 13, 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:***  
Ryan Gross, Director  
Steve Keefe, Director  
John O'Brien, Director

***Board Members Absent:***  
Steve Boydston, Vice President  
John Wurm, President

***Others Present:***  
Catherine Cerri, General Manager  
Scott Campbell, General Counsel  
Mike Blackwood, Field Operations Manager  
Matt Brooks, Operations Manager  
Jessica Brown, Finance Manager  
**Kathleen Field, Board Secretary**  
Aida Hercules-Dorado, District Engineer  
Mark Lopez, Customer Service Supervisor  
Natalie Potter, Human Resources Manager  
Scott Schroder, Engineering Technician  
Doug Johnson, National Demographics Corporation  
Members of the Public - None

The Meeting was called to Order at 5:30 p.m. by Director Gross 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 February 13, 2018 Regular Board Meeting Agenda as presented.

## PUBLIC COMMENT

There was no Public Comment.

## CONSENT CALENDAR

### **1. Approval of Minutes**

January 9, 2018 Regular Board Meeting Minutes

### **2. Consider Project Acceptance for Palisades Sewer Rehabilitation Phase 1, Project No. 143.**

### **3. Consider Accepting the Grass Valley Wastewater Treatment Plant Laboratory Improvements Project No. 162.**

### **4. Consider Accepting Tract 7417 Manhole Rehabilitation 2017 Project No. 168.**

Director Keefe **MOVED** and Director O'Brien **SECONDED** to approve Consent Calendar Items 1-4 as presented.

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

## ACTION ITEMS

### **5. Third Public Hearing for the Proposal to Establish District Boundaries for District-Based Elections.**

Director Gross opened the public hearing for the proposal to establish District boundaries for district-based elections at 5:23 p.m. Ms. Field gave a statement as to the proper noticing of the public hearing, and that the drafts maps were made available on the District's website on February 2, 2018. Ms. Field stated that the board was conducting the public hearing for the proposal to establish district boundaries for district-based

elections and to receive the public’s input regarding the content of the draft map(s) and the proposed sequence of elections. Ms. Cerri reiterated that this was the third public hearing to receive public input on the draft maps and sequence of elections. Ms. Cerri introduced Doug Johnson, a professional demographer. Mr. Johnson went over the contents of the two draft maps, the requirements under the California Voters Right Act, and the sequence of the elections. Mr. Johnson responded to Board member questions regarding the 2020 census and the process for redrawing the district maps in 2021. Mr. Campbell responded to questions from Board members on why the District was considering district-based elections. Board members expressed their opinion on the process and on the maps being presented. There was no public present at the meeting. Director Gross closed the public hearing at 5:45 p.m.

Following Board consideration, Director Keefe **MOVED** Director O’Brien **SECONDED** to provide direction to the consultant to bring back LACSD “Orange” Map for Board approval.

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

Following Board consideration, Director Keefe **MOVED** and Director Gross **SECONDED** to set the final public hearing for Tuesday, February 27, 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:**           **Gross, Keefe, and O’Brien**  
                  **NOES:**           **None**  
                  **ABSTAIN:**   **None**  
                  **ABSENT:**     **Boydston, Wurm**

**6. Consider Approving Purchase and Sale Agreement for the Purchase of 4.45 Acres from San Bernardino County Service Area 70 D-1.**

Ms. Cerri announced that the County Board of Supervisors approved the Purchase and Sale Agreement. Ms. Cerri informed the Board that February 12, 2018, was the five-year anniversary of Jeremiah McKay’s sacrifice, and it was fitting to collaborate with San Bernardino County to bring utilities to McKay Park. Ms. Cerri responded to questions regarding the estimated cost of the project which included the cost to build the Field Operations Facility, the Utility Service Agreement for the installation of water and sewer mains, if the property could be sold, and property zoning. Director Gross asked that staff provide estimate cost alternatives over the next few months. Discussion ensued.

Following Board consideration, Director Keefe **MOVED** and Director Gross **SECONDED** to accept the amended Purchase and Sale Agreement and authorize the General Manager to enter into the related Utility Improvement Agreement.

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

**7. Consider Awarding a Construction Contract for the Water Meter Replacement Project No. 167.**

Mr. Lopez presented the recommendation to award a construction contract for the Water Meter Replacement Project No. 167 to T.E. Roberts, Inc. for their low responsive and responsible bid of \$286,600. Mr. Lopez stated that in May 2017, the Board approved the purchase of the water meters. Mr. Lopez responded to questions and provided background information for the project.

Following Board consideration, Director Keefe **MOVED** and Director O'Brien **SECONDED** to award the contract to T.E. Roberts, Inc., authorize the General Manager to execute the contract, and to approve change orders not to exceed 15%.

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

**BOARD MEMBER MEETINGS**

No Board members requested to attend a meeting.

**BOARD MEMBER COMMENTS**

There were no Board member comments.

**CLOSED SESSION**

The Board went into the Closed Session at 6:17 p.m. to discuss only Item 2.

- 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 6:26 p.m. Mr. Campbell announced that there was no reportable action taken during the Closed Session.

**ADJOURNMENT**

Director Keefe **MOVED** and Director Gross **SECONDED** to Adjourn the meeting. The meeting was Adjourned at 6:27 p.m.

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

Kathleen Field  
Kathleen Field, Board Secretary