

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

DATE: April 23, 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
Joseph Byrne, General Counsel
Mike Blackwood, Field Operations Manager
Matt Brooks, Operations Manager
Aida Hercules-Dodaro, District Engineer
John O'Brien, Finance Manager
Hayley O'Kelly, Administrative Assistant
Natalie Potter, Human Resources Manager
Scott Schroder, Engineering Technician II
Members of the Public - 2
Christian Shepard, Mountain News
Ricardo Ayala, Ayala Engineering Incorporation

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

President Wurm asked if there were any additions or deletions to the agenda. Ms. Cerri responded action items six and seven would be removed.

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.

April 23, 2019 Regular Board Meeting Minutes

2. Consider Accepting Agua Fria/Blue Jay Slip Lining Project No. 176.

Vice President Boydston **MOVED** and Director Morris **SECONDED** to approve Consent Calendar Items 1- 2 as presented.

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

INFORMATION AND DISCUSSION ITEMS

3. Departmental Reports.

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

Staff responded to questions regarding the following Capital Improvement Projects: Deer Lodge Park Interconnection, Spyglass Slope Stabilization, Bernina Tanks #1 and #2 Coating, Blue Jay Parking Lot Improvements and Highway 173 12" Waterline Relocation. Mr. Brooks responded that Bernina is back online. President Wurm acknowledged that the District is doing a lot of inflow and infiltration (I&I) work. President Wurm requested a report on the sewer line project in a month or so. Mr. Blackwood, Field Operations Manager, presented his report and responded to

questions. There were no questions on the Human Resources Manager report. Mr. Brooks discussed the quarterly comparison and stated that production had increased, including groundwater.

4. Update on District Corporate Yard, Project No. 177.

Ms. Cerri stated that at the previous Board meeting there were concerns regarding the proposed site plan and cost estimate for the District Corporate Yard. Ms. Cerri reported that staff reached out to several engineering and architectural firms to review the proposed cost estimate and to seek alternatives. Ms. Cerri presented the scenarios as stated in the report and answered a series of questions from Board members. A Board member noticed that the design called for gravel in some options but did not think it would be suitable and directed the District to include asphalt. Concerns were heard on the cost of the building regarding the different design options. A discussion ensued. A Board member felt that portions of the building were not needed; however, he was aware of the necessity to have a safe building for staff. The Board and Ms. Cerri agreed that the District needs to make progress on this project. Ms. Cerri stated that the floor plan as presented meets the needs of the District, but she is also concerned about the five million dollar estimate. Ms. Cerri proposed prioritizing the Field Operations Department and planning for Mechanical Maintenance in the next budget. Additionally, she advised that this facility was planned to be a command center in emergency situations. Discussion continued. One Board member commented that working conditions are substandard and the District needs to provide better working conditions for the staff. Additionally, the Board members advised that the District would display good stewardship by building the entire facility now instead of spending more in future years, anticipating cost increases and new regulations. Another Board member advised to move forward with the lower cost per square foot option but not the entire floor plan. While there wasn't consensus, Ms. Cerri confirmed that she understood the direction the Board of Directors wanted the District to go in and would prepare the bid with an alternate.

5. General Manager's Report.

Ms. Cerri acknowledged the District Finance Department was awarded the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

ACTION ITEMS

6. Consider Awarding a Professional Services Contract with Westech for a Pilot-Scale Ammonia Removal Demonstration at the Grass Valley Wastewater Treatment Plant.

This item was removed from the agenda.

7. Consider Awarding a Professional Services Contract with Dudek for Pilot Testing Support for the Ammonia Removal Demonstration at the Grass Valley Wastewater Treatment Plant.

This item was removed from the agenda.

8. Consider Appropriating Funds for Drilling at the Hillside Ponds Under the Current Agreement No. R16-MU-35-0043 with United States Bureau of Reclamation.

Ms. Hercules-Dodaro explained the District has been seeking a permanent source of water for the community. She explained the partnership between the United States Bureau of Reclamation (BOR) and the District regarding the Hillside Ponds project. Ms. Hercules-Dodaro presented the recommendation to appropriate funds in the amount of \$50,000 for the drilling phase at the Hillside Ponds under Clause No. 6 of the agreement with the BOR. The original estimate was a cost to the District of \$367,979 but the BOR well drilling crew became available at a much lower cost.

Following Board consideration, Director Morris **MOVED** and Vice President Boydston **SECONDED** to approve Appropriating Funds for Drilling at the Hillside Ponds Under the Current Agreement No. R16-MU-35-0043 with United States Bureau of Reclamation.

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

9. Consider Awarding a Contract to Tidewater to Evaluate Groundwater Feasibility and Develop Associated California Environmental Quality Act Documentation.

Ms. Hercules-Dodaro presented the recommendation to award a contract to Tidewater for \$37,273 funded from the Supplemental Water Supply Fee Fund to evaluate groundwater feasibility and develop associated California Environmental Quality Act (CEQA) documentation.

Following Board consideration, Director Morris **MOVED** and Vice President Boydston **SECONDED** to approve awarding a Contract to Tidewater to Evaluate Groundwater Feasibility and Develop Associated California Environmental Quality Act Documentation.

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

10. Consider Adoption of Resolution No. 2019-03 Approving the 2019 Update to the Local California Environmental Quality Act (CEQA) Guidelines.

Ms. Hercules-Dodaro stated guidelines changed in 2019 for the Local California Environmental Quality Act (CEQA), prompting the District and legal counsel to update the guidelines.

Ms. Potter took a roll call vote as follows:

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

Following Board consideration, Director Morris **MOVED** and Vice President Boydston **SECONDED** to adopt Resolution No. 2019-03 Approving the 2019 Update to the Local California Environmental Quality Act (CEQA) Guidelines.

11. Consider Awarding a Construction Contract for the Deer Lodge Park – Lake Arrowhead Community Services District Emergency Waterline Interconnection, Project No. 164 and Determination that the Project is Exempt Under California Environmental Quality Act.

Mr. Schroder presented the recommendation to award a construction contract for the Deer Lodge Park – Lake Arrowhead Community Services District Emergency Waterline Interconnection, Project No. 164 to GM Excavating, Inc. for their low responsive and responsible bid of \$69,153.00 and authorize the General Manager to execute and 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.

The project will include two underground vaults, a six-inch pressure sustaining valve and one Zenner six-inch meter. The interconnection will not add capacity to the two water systems. Director Morris asked what specific changes were made that has the District in line with the budget. Mr. Schroder responded that the District worked with San Bernardino County to determine if we could use a more standard vault size while maintaining the volume needed. It was determined that a custom vault was no longer needed. Ms. Cerri added that this project will assist with fire flow.

Following Board consideration, Director Morris **MOVED** and Vice President Boydston **SECONDED** to award a Construction Contract for the Deer Lodge Park – Lake Arrowhead Community Services District Emergency Waterline Interconnection, Project No. 164 and to authorize the General Manager to execute 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.

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

12. Consider Awarding a Construction Contract for the Inflow and Infiltration Rehabilitation 2019, Project No. 204 and Determination that the Project is not Subject to California Environmental Quality Act.

Mr. Schroder presented the recommendation to award a contract for construction for the Inflow and Infiltration Rehabilitation 2019, Project No. 204 to Ayala Engineering for their low responsive and responsible bid of \$79,670 and to authorize the General Manager to execute 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. Vice President Boydston asked how many manholes the District has. Mr. Blackwood responded thousands.

Following Board consideration, Vice President Boydston **MOVED** and Director Morris **SECONDED** to award a Construction Contract for the Inflow and Infiltration Rehabilitation 2019, Project No. 204 for their low responsive and responsible bid of \$79,670. Authorize the General Manager to execute 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.

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

BOARD MEMBER MEETINGS

No Board members requested to attend any meeting.

BOARD MEMBER COMMENTS

There were no Board member comments.

CLOSED SESSION

The Board, Mr. Byrne, and Ms. Cerri went into Closed Session at 6:26 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 7:23 p.m. Mr. Byrne announced that there were no reportable actions taken in the Closed Session.

ADJOURNMENT

Vice President Boydston **MOVED** and Director Morris **SECONDED** to adjourn the meeting. The meeting adjourned at approximately 7:23 p.m.

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



Natalie Potter, Human Resources Manager