

Sunnyslope County Water District

Agenda for Board of Directors Meeting

February 13, 2013

Closed Session: 4:30 p.m.

Regular Board Meeting @ 5:15 p.m.

District Office Board Room



3570 Airline Highway, Hollister, CA

Upon request, Sunnyslope County Water District (SSCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. SSCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.

A. CALL TO ORDER

B. ROLL CALL - President Dave Meraz, Directors: Dave Clapham, Kathleen Hill, John Johnson, and Danny Villalon.

C. PUBLIC COMMENT ON CLOSED SESSION MATTERS – Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of 3 minutes per speaker.

CLOSED SESSION*

D. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957:

1. Public Employee Performance Review – Title: General Manager

REGULAR SESSION

E. PLEDGE OF ALLEGIANCE

F. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION

G. APPROVAL OF AGENDA

H. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS – The public may comment ¹ on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken.

I. CONSENT AGENDA – Members of the Board and/or members of the public may pull matters from the Consent Agenda. Any matter pulled from the Consent Agenda shall be moved to Item J, and treated as a matter of new business. The public may address the Board ² on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approval of Minutes – Special Meeting of January 8, 2013; Regular Meeting of January 9, 2013; and Special Meeting of January 29, 2013.
2. Allowance of Claims – Ratify Disbursement List Presented.

3. Consider Approval of the Ridgemark Wastewater Treatment and Recycled Water Improvements Project Progress Payment Request by Anderson Pacific for \$495,021.44.
4. Authorize Payment of the Invoice from San Benito County Water District for \$71,583.87 for Implementation and Management of the Hollister Urban Area Water and Wastewater Management Plan from October 1, 2012 Through December 31, 2012.

J. NEW BUSINESS – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board ² on these items as the Board reviews each item.

1. Receive Report/Presentation by Patricia Kaufman, CPA/Partner, with McGilloway, Ray, Brown & Kaufman on the following audits:
 - a. Sunnyslope County Water District for year ended 6/30/12, and
 - b. Hollister-Sunnyslope Water Treatment Agency for year ended 2/29/12.
2. Take Appropriate Action to Authorize Update of Signature Card for Union Bank Corporate Trust Agreements.
3. Consider and Approve the Hollister-Sunnyslope Water Treatment Agency's Budget for Fiscal Year 2013/2014.
4. Receive 6-Month Budget Analysis and Review for Sunnyslope County Water District from 7/1/12 to 12/31/12.
5. Consider Approval of Change Orders No. 13 through No. 15 for Additions to the Ridgemark Wastewater Treatment and Recycled Water Improvements Project for a Total Amount of \$3,650.79.
6. Consider Approval of a Laboratory Services Contract with BSK Laboratories for a total cost of \$8,974.
7. Consider Approval of an Amendment to the Professional Services Contract for Design of Lessalt Water Treatment Plant Upgrade by Kennedy/Jenks Adding \$30,000 for a Total Contract Amount not to Exceed \$541,500.
8. Consider Authorization of the Expenditure of \$11,556 plus tax for R. F. MacDonald to repair one backwash pump at the Lessalt Water Treatment Plant.

K. STATUS REPORTS

1. Governance Committee
2. Water / Wastewater Committee
3. Finance Committee
4. Policy and Procedure Committee
5. Water Resources Association of San Benito County
6. Ridgemark Wastewater Treatment and Recycled Water Improvements Project

7. Operation Summary, Statement of Income, Investment Summary, Lessalt Water Treatment Plant Investment Summary & Disbursement Summary, Maintenance, City Meter Reading, and Groundwater Level Measurement
8. Active Tasks Update

L. BOARD and STAFF REPORTS

1. Directors
2. District Counsel
3. District Engineer
4. Finance & HR Manager
5. General Manager

M. FUTURE AGENDA ITEMS

N. ADJOURNMENT

* The Board may hold a Closed Session to discuss personnel matters, litigation, property negotiations, or employee negotiations as authorized by the Ralph M. Brown Act, Evidence Code #950-962, or other appropriate State Law.

Next Regular Board Meeting – Wednesday, March 13, 2013 @ 5:15 p.m., District Office

AGENDA DEADLINE: 12:00 p.m. March 1, 2013

FUTURE SCHEDULED COMMITTEE MEETINGS

Policy & Procedures Committee – February 26, 2013, 9:00 a.m., SSCWD Conference Room

Governance Committee Tour – February 25, 2013, 11:30 a.m., SBCWD Board Room

Personnel Committee – February 20, 2013, 11:30 a.m., SSCWD Conference Room

Water Resources Agency – March 7, 2013, 11:00 a.m., SBCWD Board Room

¹ The person speaking is requested to fill out a speaker card stating their name, address, and items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. A limit of three (3) minutes per speaker is requested to allow others an opportunity to comment. Board members may ask questions of the speaker, but no action may be taken and no discussion may be held on non-agenized items raised by the public. The General Manager may refer the matter to the proper personnel for review. Please step-up to and speak at the podium.

² The person speaking is requested to fill out a speaker card stating their name, address, and items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. Please limit your comment to three (3) minutes. Please step up to the podium.