

Sunnyslope County Water District

**Agenda for Board of Directors Meeting
September 13, 2012**

**Executive Session @ 4:30 p.m.
Regular Board Meeting @ 5:15 p.m.**

District Office Board Room



3570 Airline Highway, Hollister, CA

Individuals who require disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the Board meeting should contact the General Manager in writing in accordance with the American with Disabilities Act.

A. CALL TO ORDER

- B. ROLL CALL** - President Dave Meraz, Directors: Dawn Anderson, Dave Clapham, Kathleen Hill and Danny Villalon; and Secretary/General Manager Don Ridenhour.

EXECUTIVE SESSION*

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957:

1. Receive, Review, and Discuss Proposals Received for District Counsel Services.

REGULAR SESSION

D. CALL TO ORDER

- E. ROLL CALL**- President Dave Meraz, Directors: Dawn Anderson, Dave Clapham, Kathleen Hill and Danny Villalon; District Counsel Lloyd Lowrey; and Secretary/General Manager Don Ridenhour.

F. REPORT IN OPEN SESSION ACTION TAKEN IN EXECUTIVE 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. READING and APPROVAL OF MINUTES** – Regular Meeting: August 9, 2012 and Special Meeting: August 23, 2012.

- J. OLD 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.

None.

- K. 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, Review, Discuss, and Take Appropriate Action on Approval of Professional Services Contract for the Development of Water and Sewer Rates and Connection/Buy-In Fees by Raftelis Financial Consultants for \$58,327 and Consideration of an Optional Task of Public Outreach for Connection Buy/In Fees for \$6,000.
2. Receive, Review, Discuss, and Take Appropriate Action on the Proposed Professional Services Contract with Bartle Wells Associates for Financial Services for Restructuring the Districts Debt Utilizing one of the Following Options and at a Cost Not to Exceed \$65,000:

	<u>Bank Loan Option</u>	<u>Bond Option</u> without Official Statement Preparation	<u>Bond Option</u> with Official Statement Preparation
PHASE 1:			
Plan of Finance	\$ 7,500	\$ 7,500	\$ 7,500
PHASE 2:			
Refinancing and New Money Debt Issuance	<u>\$ 25,000</u>	<u>\$ 40,000</u>	<u>\$ 57,500</u>
TOTAL	<u>\$ 32,500</u>	<u>\$ 47,500</u>	<u>\$ 65,000</u>

3. Receive, Review, Discuss, and Take Appropriate Action on the Final Five-Year Strategic Plan Developed with the Assistance of BHI Management Consulting.
4. Receive, Review, Discuss, and Take Appropriate Action on the Proposed Reduction of the Retention from 10% to 5% Withheld from the Anderson Pacific Invoices for the Construction of the Ridgemark Wastewater Treatment Plant.
5. Receive, Review, Discuss, and Take Appropriate Action on Ridgemark Wastewater Treatment and Recycled Water Improvements Project Status Report and Progress Payment Request by Anderson Pacific for \$552,171.64.
6. Receive, Review, Discuss, and Authorize Payment of the Invoice from San Benito County Water District for \$233,537.71 for the District's Share of Services Provided for the Implementation and Management of the Hollister Urban Area Water and Wastewater Management Plan from July 1, 2011 through June 30, 2012 per the Memorandum of Understanding Entered into by the District on February 4, 2008.
7. Receive, Review, Discuss, and Recertify the Sunnyslope County Water District Sanitary Sewer Management Plan as Required by the Regional Water Quality Control Board.

L. 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. State Revolving Fund and Stimulus Package Financing

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

M. ALLOWANCE OF CLAIMS – Receive, Review, and Ratify Disbursement List.

N. BOARD and STAFF REPORTS

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

O. FUTURE AGENDA ITEMS

P. ADJOURNMENT

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

Next Regular Board Meeting – Thursday, October 11, 2012 @ 5:15 p.m., District Office

AGENDA DEADLINE: 12:00 p.m. September 28, 2012

FUTURE SCHEDULED COMMITTEE MEETINGS

Policy & Procedures Committee – September 18, 2012, 10:00 a.m., SSCWD Conference Room

Governance Committee – September 19, 2012, 5:00 p.m., SBCWD Board Room

WRA – November 1, 2012, 1:30 pm, 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.