

**MINUTES**  
**BOARD OF DIRECTORS**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**Regular Meeting**  
**December 8, 2011**

- A. CALL TO ORDER:** The meeting was called to order at 5:15 p.m. by President Meraz, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.
- B. ROLL CALL: Directors present:** President Dave Meraz; Vice-president Dawn Anderson, Danny Villalon, Dave Clapham, Kathleen Hill. **Others present:** Secretary Bryan Yamaoka and Attorney Lloyd Lowrey. Board Stenographer Laura Wiener-Smolka absent.
- Staff present for Open Session after Executive Session:** District Engineer Ken Girouard, Finance & Human Resource Manager Cathy Buck, Water Superintendent Jim Filice, Executive Assistant Carol Porteur, Construction Inspector/Engineering Technician Patrick Imperatrice and Consultant Steve Kelley.
- C. APPROVAL OF AGENDA:** It was requested that Agenda Item I-6 be changed to read, "...Secretary Pro-Tem/Interim General Manager..." Upon motion made by Director Villalon, seconded by Director Clapham carried (5-0), the agenda was approved with that one change.
- D. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS:** The Board welcomed members of the public and opened the meeting to public comments regarding matters not itemized on the agenda. Judi Johnson thanked Bryan Yamaoka for his years of service with Sunnyslope County Water District and expressed her appreciation for his dedication and responsive practices with the Board members and their questions.

**Others present at the meeting:** Consultant to the Governance Committee Harry Blohm, James DeLaPena, Chairman for the Ridgemark Homes Association Roads Committee, Sue Dillon, Secretary of Ridgemark Homes Association, Tarasa Bettencourt, President of Ridgemark Homes Association, Gary Cherry and Rick Rhodes, Ridgemark residents.

**E. EXECUTIVE SESSION – CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957:**

The Executive Session was convened at 4:30 p.m. to discuss:

1. Public Employee Appointment and Public Employment  
Title: General Manager

- F. REPORT ACTION TAKEN IN EXECUTIVE SESSION:** President Meraz reported that the Board discussed the proposed new General Manager's contract. Attorney Lowrey commented that he had distributed a revised General Manager's contract to the Board, replacing the document distributed with the Board packets. President Meraz called for public comment. Receiving none, he went on to explain that an outside consultant was hired to seek candidates to fill the General Manager position vacated by the retiring Bryan Yamaoka. The consultant selected 10 candidates from the pool of 47 applicants, from which the Board selected 6 candidates to be interviewed. They narrowed their choice down to Don Ridenhour, currently a Director of Public Works in Napa County.

Upon motion made by Director Anderson, seconded by Director Clapham, and unanimously carried, the Board approved entering into the contract to hire Don Ridenhour as the new General Manager for Sunnyslope County Water District.

**G. READING OF MINUTES:** Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried, the Board approved the minutes of the November 10, 2011 regular meeting, and the November 16, 2011 and November 17, 2011 Special Meetings. The November 8, 2011 special meeting minutes were inadvertently omitted from the Agenda for approval, and will be added to the next meetings Agenda for approval.

**H. OLD BUSINESS:** None.

**I. NEW BUSINESS**

- 1. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION TO ELECT PRESIDENT AND VICE-PRESIDENT FOR BOARD OF DIRECTORS AND PRESIDENT TO ASSIGN DIRECTORS TO STANDING DISTRICT COMMITTEES :** Upon motion made by Director Villalon, seconded by Director Hill, and unanimously carried (5-0), the Board approved Director Meraz remain as President and Director Anderson remain as Vice President. President Meraz requested the District Committee's remain assigned as is.
  
- 2. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION TO APPROVE PROFESSIONAL SERVICES CONTRACT AMENDMENT #3 BY HDR TO THE GOVERNANCE COMMITTEE FOR MASTER PLAN IMPLEMENTATION PROGRAM MANAGEMENT SERVICES FROM JANUARY 1 TO JUNE 30, 2012 FOR AN AMOUNT NOT TO EXCEED \$388,490:** Director Clapham expressed his concern for the large dollar amount for a six month period and recommended that HDR sharpen their pencil and get back with a revised figure. Secretary Yamaoka introduced Harry Blohm, Project Manager for the Governance committee, who gave a brief background on the HDR Consultants. He explained that HDR has been the consultant for the Governance committee since 2005 and the committee has retained the company because they perform extremely well, they are efficient and their quality of work exceeds anyone else.

Mr. Blohm explained that some of the "big ticket" items are the Program Management; Institutional Agreements, without which there would be no project; Coordination with Ongoing Programs such as Lessalt Water Treatment Plant and the Ridgemark Wastewater Treatment Plant; West Hill Water Treatment Plant; North County Groundwater Bank, which has been on hold; and the Stakeholder Outreach, which must be done or there will not be an approval for a rate increase.

President Meraz asked Mr. Blohm if any of the other agencies have approved the Professional Services Contract yet. Mr. Blohm replied that Sunnyslope will be the first. Cathy Buck asked if the committee has gotten any other proposals and Mr. Blohm stated they have not since they feel it is cost prohibitive to get someone new on board and start over. President Meraz questioned whether the rate from HDR is a fair price, Mr. Blohm stated that he knows what is reasonable, the value of the quality of the work and he negotiates hard. Director Clapham inquired about what would happen after the six months. Mr. Blohm stated that the price would be higher because the project will be moving into the design phase.

Mr. Blohm stated that the consultant's fees will save us more in the project than the fees they would be charging. Director Anderson stated that she does not want to see a set back as there has been a large amount of money already spent on programs and projects. Director Villalon stated that we have water and wastewater deadlines to meet with the upgrades and expressed his agreement with Director Anderson to continue moving forward with HDR Consultants.

Upon motion made by Director Villalon, seconded by Director Anderson and passed (4-1, (Director Clapham opposed), the Board approved the Professional Services Contract Amendment #3 with HDR for the Governance Committee's Master Plan Implementation Program Management Services from January 1, 2012 to June 30, 2012. Sunnyslope's 32% share is not to exceed \$124,316.80.

**3. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION ON DEFINING DISTRICT'S RESPONSIBILITY FOR SEWER LATERAL MAINTENANCE IN THE PUBLIC RIGHT-OF-WAY AND ON PRIVATE**

**PROPERTY:** Engineer Girouard stated that the District has received a letter from the Ridgemark Homes Association regarding the maintenance of the sewer laterals from their property line to the sewer main or manhole in the street or public right-of-way. Currently, there is a case in the Ridgemark area where the road compaction may have failed under the sewer laterals running to several homes between the sewer manhole and the property lines at Lois Circle. Mr. Girouard explained that Sunnyslope staff interprets the current policy to say that the customer is responsible for maintaining the entire lateral from the house to the sewer main or manhole. Mr. Girouard stated that District Code section 4.24.100 states "Side sewers shall be maintained by the owner of the property served thereby." The definition of "Side Sewer" means the part of the horizontal piping beginning at the foundation wall for any building and terminating in the main sewer, or septic tank. Under the existing code, the homeowners are responsible for and would need to fix their laterals in the street if damaged and including street repairs as needed.

Jim DeLaPena, Chairman of the Ridgemark Roads Committee, is retired from Granite Construction after 22 years. Mr. DeLaPena stated that he is very familiar with the installation of the laterals and sewer lines and that during his tenure with Granite Construction he never saw the homeowner held responsible to maintain the pipeline in the street. Mr. DeLaPena suggested that the District survey the area with cameras to find out what is causing the problem. He added that the Homes Association is asking that the District maintain the pipe line from the property to the main or manhole.

Sue Dillon, Secretary for Ridgemark Homes Association, explained that the Association's opinion of the definition of a Public Sewer in the District's Ordinance No. 15, whether an actual line or a lateral connection line lies within the street, is a public sewer and therefore is under the jurisdiction and maintenance of the District. Ms. Dillon stated that the "sewer" is a conduit that carries the sewage to the main, which the District would be responsible for maintaining. The Homes Association is requesting that the District clarify the policy on the sewer laterals to the private property that lie within the street.

Gary Cherry stated he lives on Lois Circle in Ridgemark Estates where the road is failing and the manhole is sinking. Mr. Cherry explained that he believes the problem is a water leak because his neighbor's yard is saturated and a trench that was dug in the yard continues to fill up with water that has no odor. He added that he has had to redo his driveway due to the paving stones sinking because of the ground saturation.

Tarasa Bettencourt, President of the Ridgemark Homes Association spoke on behalf of the Association in regards to all of the streets within Ridgemark. She stated that the problem currently on Lois Circle is certainly an important issue, but she expressed concern for all of the streets in Ridgemark. Ms. Bettencourt explained that it is not feasible for the residents to have to maintain the sewer laterals under the public street and make the repairs to the streets as residents do not have easements or permits to work on the streets. She added that it is the assumption of the residents that the utility company is

responsible for repairs beyond the property line.

Ridgemark Resident Rick Rhodes commented on easements, stating property owners have no control over easements nor should they be responsible for maintenance or repairs within the easements.

President Meraz stated the action item is to define the policy and it will be referred to the Policy and Procedures Committee, the District's maintenance staff needs to investigate what is causing the problem by using a camera to look at the sewer mains and laterals, and District staff needs to contact neighboring utility agencies regarding their current policy on this subject.

- 4. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION ON RIDGEMARK WASTEWATER TREATMENT AND RECYCLED WATER IMPROVEMENTS PROJECT STATUS AND PROGRESS PAYMENT REQUEST BY ANDERSON PACIFIC FOR \$662,006.88:** Engineer Girouard stated that Anderson Pacific has submitted the fifth invoice for work accomplished on the Ridgemark Wastewater Treatment and Recycled Water Improvements Project. During the month of November, the contractor completed a portion of the wall construction of the wastewater treatment sequential batch reactor (SBR) unit; various pipelines were constructed near the main lift station, and various parts were ordered for the metal building and the SBR units. Mr. Girouard also stated the subcontractor for the metal building has gone bankrupt and staff is working with Anderson Pacific to mitigate the problem by replacing the metal building subcontractor.

Upon motion made by Director Clapham, seconded by Director Anderson, and unanimously carried (5-0), the Board authorized a progress payment to Anderson Pacific in the amount of \$662,006.88.

- 5. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION TO APPROVE AGREEMENT FOR SUNNYSLOPE TO ACQUIRE 2-ACRE PARCEL FOR WELL 12 FOR \$95,000 FROM BRAY & BRIGANTINO:** Engineer Girouard explained that upon recommendation of Attorney Lowrey and in particular for CEQA process, it is recommended to pass a resolution for the acquisition of a 2-acre parcel for Well 12. Attorney Lowrey stated that Resolution #517 adopted the Mitigated Negative Declaration which allowed the District to file and go forward with the project of acquiring the land and installing Well #12. He also stated that any additional potential uses on the 2-acre property would be subject to further environmental analogy. Director Villalon asked about adding the solar power to the Well and Mr. Girouard stated that it would require a separate CEQA review and process and with a possibly a Mitigated Negative Declaration.

Upon motion made by Director Villalon, seconded by Director Anderson, and unanimously carried (5-0), the Board approved the agreement for Sunnyslope to acquire a 2-acre parcel for Well 12 for \$95,000 from Bray and Brigantino by the adoption of Resolution #524.

- 6. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION ON APPOINTING SECRETARY PRO-TEM/INTERIM GENERAL MANAGER UNTIL START DATE OF GENERAL MANAGER:** Director Clapham nominated Ken Girouard to be the Secretary Pro-Tem/Interim General Manager.

Upon motion made by Director Clapham, seconded by Director Anderson, and unanimously carried (5-0), the Board appointed Ken Girouard as Secretary Pro-Tem/

Interim General Manager until January 3, 2012 when the new General Manager starts.

7. **RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION ON THE PURCHASE OF 5 NEW RADIOS TO COMPLY WITH NEW FCC NARROW BAND REQUIREMENTS FOR \$9,600:** Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried (5-0), the Board approved the purchase of 5 new radios to comply with new FCC Narrow Band requirements for \$9,600 from Calcon Systems.

**J. BOARD AND STAFF COMMITTEE STATUS REPORTS:**

1. **Governance Committee:** Harry Blohm explained that at the last meeting he reviewed the finance options and the conclusion of the negotiating committee and managers at the time, which was that we go back and take a look at the affordability of the projects they are working on. The West Hills Water Treatment Plant project, which is dedicated to deliver treated surface water to the west side of Hollister and the upgrade to the existing Lessalt Water Treatment Plant, which is dealing with iron & manganese levels and the new rules on Disinfection-By-Products. The original plan for the West Hills Plant was to produce 6-mgd and 3-mgd at the Lessalt Plant, but the preferred approach for affordability reasons was to reduce the project scope to 4.5 mgd for West Hills and 2 mgd for Lessalt by 2015 with water capability and to phase in increased water capacity at a later time. The plan also includes a dedicated pipeline to Ridgemark.

2. **Water/Wastewater Committee:** Secretary Yamaoka suggested the water/wastewater committee meet to discuss the issue regarding the lateral sewer connections and then report to the policy committee. Director Hill asked if in the past there had been a similar problem in the Ridgemark area. Mr. Filice responded that there was a water service leak on So. Ridgemark Drive, which caused a sink hole above the wastewater sewer main trench for about 100' and was repaired by the District. He also commented on a broken sewer lateral and the resident was held responsible for repairs according to our current policy.

Director Villalon stated there is no Governance committee meeting scheduled for December because HDR is working on getting the different prices for the different options for Lessalt and Well Hills projects and will report back in January, via a workshop meeting.

3. **Finance Committee:** No Report.
4. **Policy and Procedure Committee:** No Report.
5. **Water Resources Association of San Benito County:** No Report.
6. **Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** No Report.
7. **State Revolving Fund and Stimulus Package Financing:** Engineer Girouard reported that Ms. Buck had submitted Disbursement Request #2 on the SRF loan for the Ridgemark WWTP project. He also reported that Sunnyslope had been awarded a drinking water State Revolving Fund loan for the Best Road Pipeline project that will eventually connect Venture Estates Mutual water system to Sunnyslope water system. The State Water Resources Control Board is moving forward with the State Revolving Loan application process, and will contact Sunnyslope staff with further information requests. Staff will keep the Board informed about the progress on the loan development.

**8. Lessalt Water Treatment Plant:** Engineer Girouard reported that he will be meeting with Harry Blohm on December 9<sup>th</sup> to review the most cost effective treatment process to comply with the Disinfection-By-Product Rule for Lessalt. Sunnyslope staff has requested that Lessalt comply with the October, 2013 deadline for disinfection byproducts. Director Villalon stated that he has been pushing for the 2.4 or 2.5 mgd capacity but keeps hearing 2.0 mgd. Engineer Girouard stated that depending on how the design is carried out, there is a possibility of increasing the surface water capacity in a later phase. Cathy Buck suggested that there be a guarantee in the design process on the capacity established.

**9. Water Related Projects:** No Report.

**10. District Operation Summary, Statement of Income, and Investment Summary; Lessalt Water Treatment Agency Investment and Disbursement Summaries; District Maintenance, Meter Reading, and Well Groundwater Level Reports:** The Board reviewed the District Operations Summary through November 30, 2011. Cathy Buck reported that over the past few months there has been no connection fee revenue.

During review of the Statement of Income report through October 31, 2011, Ms. Buck reported that water sales are down as expected but are higher than last year at this time. She also noted that the last four months of water sales have been higher than last year.

During review of the Investment Summary Ms. Buck reported that the District's fund balance as of November 30 is \$2,527,673.13, which includes five months' earned interest totaling \$6,746.79.

The Board reviewed Lessalt Water Treatment Agency financial reports, including the November 9 to December 6, 2011 Disbursement Summary totaling \$44,219.27.

Ms. Buck reviewed the Lessalt Water Treatment Agency Investment Summary ending November 30, 2011, and noted the fund totals \$1,848,927.75, which includes \$9,128.53 fiscal year-to-date (nine months) interest earnings. Ms. Buck responded to Director Anderson's question as to why the interest income was lower than normal, stating that the Certificates of Deposit interest rates had dropped considerably.

During review of the October Maintenance Report, Jim Filice reported that per the Board's request, he has eliminated the routine practices from the maintenance report.

During review of the Meter Reading Report for the period October 17 to November 16, 2011, Mr. Filice noted the intertie meter data indicates the City received 51.0% of Lessalt water, while the District received 49.0%. Since the water allocation year began in February the City has received 47.7% of Lessalt treated water as compared to 52.3% received by the District. Mr. Filice stated that the City of Hollister owes Sunnyslope County Water District 406 million gallons of water to date.

Jim Filice reviewed the groundwater level report and noted well levels are beginning to rise, as predicted, due to less water pumped during the winter months. President Meraz noted that according to the report Well #11 was off. Mr. Filice responded that Well #11 is a main well and that it was just off at the time of the depth reading.

**K. ALLOWANCE OF CLAIMS:** The Board reviewed the District's Disbursement Summary for the period November 9, through December 6, 2011.

Upon motion made by Director Villalon, seconded by Director Anderson, and unanimously carried, the Board approved the disbursements totaling \$963,364.30, which includes: \$628,471.11 for employee compensation and accounts payable; \$332,513.92 to the City of Hollister for City sewer bills collected; and \$2,379.27 for customer refunds and returned checks. Last check written as of December 6, 2011 was check number 16879.

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
11/10/11	ACH 0250	RETURNED CHECK (Ret.Ck. 11-02)	-200.00
11/30/11	ACH 0251	EFTPS	-24,944.18
11/17/11	ACH 0252	RETURNED ACH (Ret. ACH 11-01 to 11-03)	-309.88
11/14/11	ACH 0253	RETURNED CHECK (Ret.Ck. 11-03)	-316.11
11/16/11	ACH 0254	RETURNED CHECK (Ret.Ck. 11-04)	-211.66
11/17/11	ACH 0255	RETURNED CHECK (Ret.Ck. 11-05)	-244.31
11/18/11	ACH 0256	RETURNED CHECK (Ret.Ck. 11-06)	-266.69
11/21/11	ACH 0257	RETURNED CHECK (Ret.Ck. 11-07)	-164.74
11/23/11	ACH 0258	RETURNED CHECK (Ret.Ck. 11-08)	-190.77
11/25/11	ACH 0259	RETURNED CHECK (Ret.Ck. 11-09)	-175.11
11/28/11	ACH 0260	RETURNED CHECK (Ret.Ck. 11-10)	-300.00
11/25/11	ACH 0261	Santa Barbara Bank	-591.51
12/5/11	ACH 0262	Merchant Services	-483.98
11/30/11	DD 0424	Alvarez, Abel	-3,940.75
11/30/11	DD 0425	Brill, Kelly L.	-4,543.11
11/30/11	DD 0426	Buck, Cathy L.	-6,627.42
11/30/11	DD 0427	Castro, Kevin G.	-4,100.50
11/30/11	DD 0428	Chavez, Jr., Manuel T.	-5,111.41
11/30/11	DD 0429	Eclarin, Ernesto P.	-6,210.65
11/30/11	DD 0430	Estrada, Thomas A.	-3,939.99
11/30/11	DD 0431	Filice, James L.	-7,222.82
11/30/11	DD 0432	Girouard, Kenneth R.	-6,481.94
11/30/11	DD 0433	Hagins, Patrick M.	-4,401.20
11/30/11	DD 0434	Imperatrice, Patrick L.	-6,115.96
11/30/11	DD 0435	Jackson, Patrick W.	-6,370.66
11/30/11	DD 0436	Malko, Kim A.	-2,292.12
11/30/11	DD 0437	Norman, III, Walter R.	-4,960.85
11/30/11	DD 0438	Padilla, David	-4,493.33
11/30/11	DD 0439	Porteur, Carol A.	-3,588.11
11/30/11	DD 0440	Watson, Scott A.	-3,886.69
11/30/11	DD 0441	Yamaoka, Bryan M.	-13,840.81
11/30/11	DD 0442	Zavala, Anabel G.	-4,031.68
11/30/11	DD 0443	Jackson, Norma	-325.66
12/6/11	DD 0444	Clapham, David G. (Dir. Dep.)	-600.00
12/6/11	DD 0445	Meraz, David (Dir. Dep.)	-600.00
12/6/11	DD 0446	Villalon, Daniel (Dir. Dep.)	-600.00
12/6/11	DD 0447	Wiener-Smolka, Laura S. (Dir. Dep.)	-200.00
11/14/11	16797	Estrada, Thomas A.	-150.00
11/14/11	16798	All Star Ready Mix, LLC	-692.12
11/14/11	16799	American Water Works Association (AWWA)	-545.00
11/14/11	16800	B.W.S. Distributors, Inc.	-255.99
11/14/11	16801	BHI Management Consulting	-6,080.86
11/14/11	16802	CM Analytical, Inc.	-35.00
11/14/11	16803	Consolidated Engineering Laboratories	-3,460.80
11/14/11	16804	Denise Duffy & Associates, Inc.	-5,982.40
11/14/11	16805	Everbank Commercial Finance, Inc.	-247.26
11/14/11	16806	Hazel Hawkins Memorial Hospital	-21.50
11/14/11	16807	P G & E	-8,079.42
11/14/11	16808	Wright Bros. Welding & Sheet Metal, Inc.	-205.23
11/15/11	16809	Anderson Pacific Engineering Constr, Inc.	-219,363.30
11/15/11	16810	Petty Cash	-295.68
11/22/11	16811	Padilla, David	-150.00
11/22/11	16812	Watson, Scott A.	-146.12
11/22/11	16813	A-1 Services	-373.00
11/22/11	16814	Ag. Commissioner San Benito Co.	-107.17

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
11/22/11	16815	Assoc. of Calif. Water Agencies (ACWA)	-7,548.75
11/22/11	16816	Bianchi Kasavan & Pope, LLP	-1,091.93
11/22/11	16817	Calcon System, Inc.	-380.00
11/22/11	16818	California Clean Energy LLC	-4,487.42
11/22/11	16819	City of Hollister-Finance Dept	-332,513.92
11/22/11	16820	CM Analytical, Inc.	-6,135.00
11/22/11	16821	Consolidated Engineering Laboratories	-1,946.70
11/22/11	16822	CWEA Membership- TCP	-151.00
11/22/11	16823	Don Chapin Co. Inc., The	-10.00
11/22/11	16824	EBCO Pest Control	-55.00
11/22/11	16825	Hollister-Sunnyslope W. T. A.	-31,469.08
11/22/11	16826	Judy's Gifts & Awards	-12.87
11/22/11	16827	San Benito County-Public Works	-240.00
11/22/11	16828	Shape, Inc.	-4,799.95
11/22/11	16829	Toro Petroleum Corp.	-4.00
11/22/11	16830	Transact Technologies Inc.	-218.58
11/22/11	16831	Water Education Foundation	-483.00
11/30/11	16832	Employment Dev. Dept. (EDD) DE88 Pmts.	-9,604.18
11/30/11	16833	CalPERS - Retirement	-1,587.18
11/30/11	16834	Nationwide Retirements Solutions	-18,758.22
11/30/11	16835	BAC (Beneficial Administration Company)	-288.51
11/30/11	16836	CalPERS - Health Insurance	-13,119.41
11/30/11	16837	CalPERS - Retirement	-39,152.61
11/30/11	16838	Fort Dearborn Life Insurance Co.	0.00
11/30/11	16839	Premier Access Insurance Co.	-2,991.49
11/30/11	16840	Fort Dearborn Life Insurance Co.	-247.00
11/23/11	16841	VOID	0.00
11/23/11	16842	Postmaster	-229.65
11/29/11	16843	AT&T	-270.78
11/29/11	16844	Auto Tech Service Center, Inc.	-36.82
11/29/11	16845	Greenwood Chevrolet	-67.01
11/29/11	16846	Hach Company	-294.33
11/29/11	16847	Hollister Auto Parts, Inc.	-113.10
11/29/11	16848	Mark Nicholson, Inc.	-6,954.00
11/29/11	16849	P G & E	-16,626.03
11/29/11	16850	Palace Art & Office Supply	-137.08
11/29/11	16851	Postal Graphics (was Post Net)	-26.99
11/29/11	16852	San Benito Tire, Inc.	-680.53
11/29/11	16853	Sierra Chemical Co.	-413.80
11/29/11	16854	State Water Resources Control Board-AFRS	-4,943.00
11/29/11	16855	Toro Petroleum Corp.	-1,307.47
11/29/11	16856	Wallace Group	-4,416.00
11/29/11	16857	Wright Bros. Indust. Supply	-62.08
11/29/11	16858	Postmaster	-1,765.76
12/5/11	16859	Filice, James L.	-150.00
12/5/11	16860	Brill, Kelly L.	-22.78
12/5/11	16861	Ace Hardware (Johnson Lumber Co.)	-227.65
12/5/11	16862	Anderson, Dawn V.	-500.00
12/5/11	16863	B.W.S. Distributors, Inc.	-544.80
12/5/11	16864	Ben Caputo Printing	-193.77
12/5/11	16865	BHI Management Consulting	-6,703.10
12/5/11	16866	Consolidated Engineering Laboratories	-3,162.10
12/5/11	16867	Electrical Distributors Co.	-245.35
12/5/11	16868	Everbank Commercial Finance, Inc.	-224.08
12/5/11	16869	Groeniger & Company	-249.89
12/5/11	16870	Hill, Kathleen A.	-600.00
12/5/11	16871	Kelly, Stephen F.	-13,966.40
12/5/11	16872	Mission Uniform Service	-739.18
12/5/11	16873	Noland Hamerly Etienne & Hoss	-2,146.50
12/5/11	16874	Palace Art & Office Supply	-305.14
12/5/11	16875	Petty Cash	-33.66
12/5/11	16876	Razzolink.com	-135.90



<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
12/5/11	16877	Recology San Benito County	-117.24
12/5/11	16878	RMC Water and Environment	-38,082.55
12/5/11	16879	Verizon Wireless	-298.53
<b>Total Disbursements</b>			<b><u>-963,364.30</u></b>

**L. BOARD AND STAFF REPORTS:**

1. **Directors:** Director Anderson thanked Secretary Yamaoka for his 24 years of service and expressed her appreciation for the time he gave to the District and wished him well. Director Villalon reported on the ACWA/JPIA Conference that he and Cathy Buck attended in Anaheim. He gave each of the Directors a handout which summarized the various information they obtained while attending the conference. He also encouraged attending the conferences to network with other agencies. He recommends that a Board member attend on an annual basis and suggested that Director Clapham and Director Hill attend a conference in Monterey coming up in May 2012.
2. **District Counsel:** No report.
3. **District Engineer:** Engineer Girouard and General Manager Yamaoka reported on their trip to San Luis Obispo to the State Regional Water Quality Control Board (RWQCB) meeting. The RWQCB has authorized various agencies in San Benito County to pass restrictions on the salinity discharge from water softeners that discharge salinity into the sewer system. He added that they met with Cecile DeMartini from the RWQCB and she is looking forward to meeting the new General Manager once he comes on board.
4. **Finance-HR Manager:** Cathy Buck reported that while she and Danny attended the ACWA Conference, an opportunity came up to discuss whether we should have business cards for members of the Board. Ms. Buck asked the Board if they would be interested in having Sunnyslope business cards. It was agreed to order each Director individual cards and submit contact information to her within the next couple of weeks. She also suggested setting up email for each Director with a Sunnyslope email account that would be forwarded to their home or other regular email account.

Ms. Buck reported there was question about what the District had for Crime Insurance Coverage and Public Officials Insurance Coverage; which she summarized for the Board.

Ms. Buck also reported that the California Special District Association will be holding a “How to be an effective Board Member” conference in Pleasanton in January and inquired as to whether any Board members would like to attend, especially new Director Hill. President Meraz requested that Ms. Buck put a copy of the notification in each Director’s mailbox.

5. **General Manager:** Bryan Yamaoka reported that Director Clapham inquired about the water being used on the property near Well #8. Mr. Yamaoka stated there were a series of Executive Sessions on Well #8 with the Lompa Family where they wanted to use water in lieu for additional property acquisition for Well #8. He stated that these discussions were done while he was out on medical leave; the Board reported in Open Session to amend the existing Well #8 Agreement with Lompa Family. Staff would need to look into what the language change was in the agreement. Mr. Yamaoka also reported that there will not be a Governance Committee meeting on January 18, 2012 as scheduled due to conflict with the San Benito County Water District’s Board Meeting. Someone will inform our committee members when the new date is selected.

**M. FUTURE AGENDA ITEMS:** President Meraz noted that the Lompa Property water use agreement would be added to the agenda for next month's meeting.

The next regular meeting is scheduled to be held at 5:15 p.m. on Thursday, January 12, 2011.

**N. ADJOURN:** Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried, the meeting was adjourned at 7:44 p.m.

**APPROVED BY THE BOARD:** s/Dave Meraz  
Dave Meraz, President

**RESPECTFULLY SUBMITTED:** s/Bryan M. Yamaoka  
Bryan M. Yamaoka, Secretary