

**MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Regular Meeting
February 16, 2016**

A. CALL TO ORDER: The meeting was called to order at 4:31 p.m. by President Hill, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

B. ROLL CALL: Present: President Kathleen Hill; Directors, Mike Alcorn, Judi Johnson, Dave Meraz, and Danny Villalon.

C. PUBLIC COMMENT ON CLOSED SESSION MATTERS: None.

D. CLOSED SESSION (Pursuant to Government Code Section 54957.6): At 4:32 p.m. President Hill closed the meeting to the public so the Board could discuss the following:

1. Public Employee Performance Review Title: General Manager

President Hill reconvened the meeting to open session at 5:18 p.m.

E. PLEDGE OF ALLEGIANCE: General Manager/Secretary Ridenhour led Directors, staff, and public in the Pledge of Allegiance.

F. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION: President Hill reported there was no reportable action.

G. APPROVAL OF AGENDA: Upon motion made by Director Villalon, seconded by Director Alcorn, and carried 5-0, the agenda was approved as presented.

H. 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. There were no comments.

Staff present for Open Session: General Manager/Secretary Don Ridenhour, Attorney Heidi Quinn, Executive Assistant/Stenographer Carol Porteur, Finance and Human Resource Manager Cathy Buck, Water/Wastewater Superintendent Jim Filice, and Assistant Engineer Rob Hillebrecht.

I. CONSENT AGENDA:

1. Approval of Minutes – for the Regular Meeting of January 19, 2016.
2. Allowance of Claims – to ratify disbursements for the period from January 12, 2016 through February 8, 2016, totaling \$1,068,561.37, which includes \$1,066,089.39 for payments to vendors and employees, and \$750,000.00 transferred to LAIF, and \$2,471.98 for customer refunds and deductions for customer checks returned for insufficient funds. The last check written as of February 8, 2016 was check #21658.

The list of disbursements is as follows:

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
01/29/16	Refund 1	EFTPS	-3.98
01/29/16	Refund 2	Employment Dev. Dept. (EDD) DE88 Pmts.	-6.49
01/15/16	ACH 0792	EFTPS	-173.70

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
01/19/16	ACH 0793	RETURNED ACH (ACH Ret 01-01)	-183.82
01/19/16	ACH 0794	RETURNED ACH (ACH Ret 01-02 thru 01-05)	-532.85
01/20/16	ACH 0795	RETURNED ACH (ACH Ret 01-06 thru 01-11)	-786.56
01/21/16	ACH 0796	RETURNED CHECK (Ck Ret 01-02)	-137.53
01/29/16	ACH 0797	EFTPS	-20,959.12
02/02/16	ACH 0798	Intuit, Inc.	-462.11
02/02/16	ACH 0799	Local Agency Investment Fund (LAIF) Transfer	-750,000.00
02/03/16	ACH 0800	Merchant Services	-429.49
02/03/16	ACH 0801	Merchant Services	-1,011.02
02/08/16	ACH 0802	RETURNED CHECK (Ck Ret 02-01)	-175.00
01/15/16	DD 1547	Alcorn, Michael H	-184.70
01/15/16	DD 1548	Johnson, Judi H	-266.05
01/15/16	DD 1549	Meraz, David E	-92.35
01/15/16	DD 1550	Villalon, Daniel	-67.35
01/29/16	DD 1551	Alvarez, Abel	-4,971.52
01/29/16	DD 1552	Brill, Kelly L.	-4,541.77
01/29/16	DD 1553	Buck, Cathy L.	-6,442.87
01/29/16	DD 1554	Castro, Kevin G.	-3,288.12
01/29/16	DD 1555	Chavez, Jr., Manuel T.	-6,583.44
01/29/16	DD 1556	Eclarin, Ernesto P.	-4,751.39
01/29/16	DD 1557	Filice, James L.	-6,595.66
01/29/16	DD 1558	Hagins, Patrick M.	-4,813.05
01/29/16	DD 1559	Hillebrecht, Robert B	-3,731.47
01/29/16	DD 1560	Jackson, Patrick W.	-5,211.74
01/29/16	DD 1561	Malko, Kim A.	-3,116.34
01/29/16	DD 1562	Marden, Robert E	-2,328.73
01/29/16	DD 1563	Norman, III, Walter R.	-638.79
01/29/16	DD 1564	Padilla, David	-5,716.27
01/29/16	DD 1565	Porteur, Carol A.	-4,042.76
01/29/16	DD 1566	Quick, Troy E	-4,105.09
01/29/16	DD 1567	Ridenhour, Donald G	-9,925.75
01/29/16	DD 1568	Sanchez, Ricardo A	-2,860.13
01/29/16	DD 1569	Watson, Scott A.	-5,005.10
01/29/16	DD 1570	Zavala, Anabel G.	-4,409.77
01/15/16	21567	Hill, Kathleen A	-184.70
01/18/16	21569	All Star Ready Mix, LLC	-561.05
01/18/16	21570	Bracewell Engineering, Inc.	-126.00
01/18/16	21571	CM Analytical, Inc.	-11,190.00
01/18/16	21572	Coast Counties Glass	-247.00
01/18/16	21573	De Lay & Laredo	-2,000.00
01/18/16	21574	Employee Relations, Inc.	-159.85
01/18/16	21575	Greenwood Chevrolet	-67.55
01/18/16	21576	Hach Company	-441.22
01/18/16	21577	Harper & Associates Engineering, Inc.	-1,485.00
01/18/16	21578	Northern Safety Co.	-132.77
01/18/16	21579	Radio Shack (Crystal T.V.)	-180.05
01/18/16	21580	San Benito County Water District	-151.75
01/18/16	21581	Stargazer Packaging	-78.91
01/18/16	21582	State Water Resources Control Board-OOC	-500.00
01/18/16	21583	U.S. Bank Corporate Payment Systems	-500.30
01/18/16	21584	USA BlueBook	-383.54
01/22/16	21585	Postmaster	-238.38
01/25/16	21586	Castro, Kevin G.	-150.00
01/25/16	21587	A-1 Services	-403.00
01/25/16	21588	Bianchi Kasavan & Pope, LLP	-1,008.00
01/25/16	21589	CM Analytical, Inc.	-3,115.00
01/25/16	21590	EBCO Pest Control	-55.00
01/25/16	21591	Hach Company	-1,125.13
01/25/16	21592	MBS Business Systems	-1,841.80
01/25/16	21593	Paso Robles Tank, Inc. - Retention	-53,439.05

Date	Number	Name	Amount
01/25/16	21594	Silke Communications, Inc.	-3,188.86
01/25/16	21595	Wolf, Michael J	-280.00
01/25/16	21596	GEORGE MARTINEZ & JAYMIE GAMINO	-45.95
01/25/16	21597	ANIETRA GOMEZ	-86.72
01/25/16	21598	ALEJANDRO LOPEZ	-192.76
01/25/16	21599	LINDA MANSFIELD	-84.65
01/25/16	21600	JAMES & STACY MCKINNEY	-19.07
01/25/16	21601	RALPH SANTOS	-43.25
01/25/16	21602	FRED SCHMITKA	-183.82
01/29/16	21603	Employment Dev. Dept. (EDD) DE88 Pmts.	-7,369.98
01/29/16	21604	CalPERS - Retirement	-1,036.00
01/29/16	21605	CalPERS - Retirement	-861.68
01/29/16	21606	Nationwide Retirements Solutions	-13,335.90
01/29/16	21607	CalPERS - Health Insurance	-18,581.35
01/29/16	21608	Dearborn National Life Insurance Company	-304.00
01/29/16	21609	HealthSmart Benefit Solutions, Inc. (VSP)	-320.77
01/29/16	21610	Premier Access Insurance Co.	-3,231.85
01/29/16	21611	CalPERS - Retirement	-21,042.24
01/29/16	21612	Petty Cash	-74.34
01/29/16	21613	Postmaster	-1,979.60
02/01/16	21614	JIM BRAY	-873.59
02/01/16	21615	Ace Hardware (Johnson Lumber Co.)	-134.52
02/01/16	21616	All Star Ready Mix, LLC	-483.49
02/01/16	21617	AT&T	-272.28
02/01/16	21618	Atlas Copco Compressors, Inc.	-740.83
02/01/16	21619	B.W.S. Distributors, Inc.	-554.49
02/01/16	21620	Bianchi Kasavan & Pope, LLP	-74.93
02/01/16	21621	Brenntag Pacific, Inc.	-1,203.62
02/01/16	21622	Brigantino Irrigation	-8.95
02/01/16	21623	Corix Water Products	-564.25
02/01/16	21624	Greenwood Chevrolet	-63.59
02/01/16	21625	Hach Company	-329.48
02/01/16	21626	Hollister Auto Parts, Inc.	-739.58
02/01/16	21627	McGilloway, Ray, Brown & Kaufman	-1,675.00
02/01/16	21628	Mid Valley Supply	-402.10
02/01/16	21629	Mission Uniform Service	-704.37
02/01/16	21630	O'Reilly Auto Parts	-284.44
02/01/16	21631	Palace Business Solutions	-497.28
02/01/16	21632	Performance Agriculture	-908.50
02/01/16	21633	Razzolink.com	-209.85
02/01/16	21634	Sage Software, Inc.	-920.00
02/01/16	21635	San Benito Tire, Inc.	-20.00
02/01/16	21636	Staples Advantage	-416.09
02/01/16	21637	State Water Resources Control Board-OOC	-460.00
02/01/16	21638	Toro Petroleum Corp.	-861.80
02/01/16	21639	Verizon Wireless	-382.54
02/01/16	21640	Wright Bros. Welding & Sheet Metal, Inc.	-343.20
02/08/16	21641	Ace Hardware (Johnson Lumber Co.)	-68.27
02/08/16	21642	AT&T	-379.99
02/08/16	21643	Everbank Commercial Finance, Inc.	-224.60
02/08/16	21644	Hach Company	-151.90
02/08/16	21645	Interstate All Battery Center	-194.79
02/08/16	21646	Mc Master-Carr	-822.46
02/08/16	21647	National Notary Association	-59.00
02/08/16	21648	P G & E	-13,050.72
02/08/16	21649	Palace Business Solutions	-365.14
02/08/16	21650	PAPA	-45.00
02/08/16	21651	Postal Graphics (was Post Net)	-17.14
02/08/16	21652	Radio Shack (Crystal T.V.)	-38.97
02/08/16	21653	San Benito County-Admin Office	-13,631.00

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
02/08/16	21654	San Benito County Water District	-141.50
02/08/16	21655	Shape, Inc.	-4,370.34
02/08/16	21656	South Valley Internet, Inc.	-20.45
02/08/16	21657	Underground Service Alert	-156.00
02/08/16	21658	Wright Bros. Indust. Supply	-115.61
Total Disbursements			<u>-1,068,561.37</u>

Director Meraz inquired about check # 21614, payable to Jim Bray in the amount of \$873.59, and Cathy Buck explained that it was reimbursement for the District's share of the first property tax installment for this fiscal year for our interest in the land at Well #12, per the agreement we have on the easement. She noted that in the future, we will pay the tax collector directly. Director Meraz also questioned check #21653 to San Benito County-Admin. Office for \$13,631.00, which Ms. Buck explained is for the District's share of cost for County's Geographic Information System. Director Johnson noted that she has called Ms. Buck earlier today with her questions, and received satisfactory responses.

Upon motion made by Director Alcorn, seconded by Director Villalon, and carried 5-0, the consent agenda was approved as presented.

J. NEW BUSINESS:

1. CONSIDER RESOLUTION NO. 539 ADOPTING THE MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN FOR THE CITIES OF HOLLISTER AND SAN JUAN BAUTISTA, THE COUNTY OF SAN BENITO, AND OTHER LOCAL GOVERNMENT AGENCIES INCLUDING SUNNYSLOPE COUNTY WATER DISTRICT:

General Manager/Secretary Ridenhour explained that San Benito County has gone through the planning process with community participation and developed a Multi-Jurisdictional Hazard Mitigation Plan that meets the needs established by the Disaster Mitigation Act of 2000. The Disaster Mitigation Act of 2000 ties mitigation funding to cities, counties, and other local government agencies, including Sunnyslope County Water District (SSCWD), that have approved Local Hazard Mitigation Plans. By adopting this plan, SSCWD will be joining disaster planning efforts along with other agencies in the County, and this will assist the District in responding to disasters in a coordinated way. It will also improve the District's ability to recover the cost of responding to disasters should a State or Federal disaster be declared in San Benito County.

Kevin O'Neill, Emergency Services Manager for the Office of Emergency Services of San Benito County attended the meeting to give the overview of the Multi-Jurisdictional Hazard Mitigation Plan, and to answer any questions of the Board. Mr. O'Neill stated that the plan has been approved by FEMA (Federal Emergency Management Agency), and is now in the process of being adopted by all of the local participating agencies.

Upon motion made by Director Meraz, seconded by Director Villalon, and carried 5-0, the Board adopted Resolution No. 539, the Multi-Jurisdictional Hazard Mitigation Plan for the Cities of Hollister and San Juan Bautista, the County of San Benito, and Other Local Government Agencies including Sunnyslope County Water District.

2. RECEIVE AND DISCUSS SIX-MONTH BUDGET REVIEW OF DISTRICT'S FINANCIAL RESULTS FROM JULY 1, 2015 THRU DECEMBER 31, 2015:

Finance & Human Resource Manager, Cathy Buck presented a detailed review and comparison of the first six months of actual financial results to the District's 2015/2016 budget in her staff report to the Board. Ms. Buck stated that two of the key items sustaining the District during the drought (causing reduced water revenues) are, water and

wastewater capacity fees, which are not budgeted for; and the rate stabilization credit we receive from San Benito County Water District under the Hollister Urban Area Water Supply and Treatment Agreement.

Ms. Buck pointed out that the water quantity sold is down about 21.8% this year compared to the first six months last year, which is mainly because the District is asking customers to conserve water due to the drought situation, which in turn reduces water sales revenue.

Cathy Buck pointed out that the current year Salaries & Benefits expenses are not significantly out of line with the budget except for pension expense. The District paid a large portion of the CalPERS pension cost as a lump-sum in July, due to CalPERS offering a large discount if paid in advance, but should be back in line with the budget by the year-end.

Ms. Buck also pointed out that the Water department's repair and maintenance budget is hard to predict, noting that we increased the annual budget by \$50 thousand over last year due to actual results last year, but this year for the first six months, we have spent over \$73 LESS than we did for the same six month period last year. We never know how many or how severe needed repairs to our water system will be, and we may be overbudgeted for this line item.

Ms. Buck reported that the District is actually doing very well compared to the budget year-to-date.

3. DISCUSS AND PROVIDE DIRECTION REGARDING THE DISTRICT'S WATER CONSERVATION PLANNING EFFORTS FOR THE SUMMER OF 2016:

General Manager/Secretary Ridenhour explained that California has been through four consecutive dry years and there is concern the drought could continue through 2016. Water deliveries from the Central Valley Project were reduced to 25% for municipal customers in 2015 and we will not know what the allocations will be in 2016 until later this winter or in early spring. Fortunately rainfall in late 2015 and early 2016 has been normal or above in much of the State and snow levels in the Sierra Nevada are above average so far this year. There still may be mandatory water restrictions imposed by the State in 2016. The State Water Resources Control Board is considering extending the current mandatory conservation measures through October of 2016, which required the District to reduce water consumption compared to 2013 by 28%. The State has indicated they will modify emergency regulations in March or April of this year after the water supply picture for the State is more certain. In April of 2015, the District and the City of Hollister adopted resolutions implementing the following water conservation measures in response to the State mandates:

- District water customers are mandated to reduce water consumption by 28% compared to their water use in 2013.
- Landscape watering shall be limited and restricted to no more than two (2) days per week. Odd numbered addresses are hereby restricted to watering on Tuesday and Saturday. Even numbered addresses are hereby restricted to watering on Wednesday and Sunday.
- No landscape watering shall occur between the hours of 9:00 a.m. and 5:00 p.m. by means other than drip irrigation or hand watering with a quick acting positive shut off nozzle.
- Irrigation of outside landscaping of newly constructed homes and buildings connecting to the District's water system is prohibited unless utilizing drip and/or micro-spray irrigation systems.
- Washing down sidewalks, driveways, or other hardscape surfaces is prohibited.

- Landscape watering in a manner that causes runoff to adjacent property, non-irrigated areas, private and public walkways, roadways, or parking lots is prohibited.
- Car washing without the use of quick acting, positive shut off nozzle is prohibited.
- Operation of decorative fountains or other water features is prohibited unless the water is recirculated.
- Leaks, breaks, and malfunctions of irrigation systems and plumbing equipment causing waste of water shall be repaired and corrected within a reasonable amount of time as determined by the District General Manager.
- Penalties for violating the outdoor water restrictions set forth in this Resolution shall be as follows:
 - First Violation** - written notice with an opportunity to correct the violation.
 - Second Violation** - \$100 penalty for a violation within 12 months of a First Violation.
 - Third Violation** - \$250 penalty for a violation within 12 months of a Second Violation.
 - Fourth Violation** - \$500 penalty and installation of a flow restrictor at the water meter at the customer's expense for each and every violation within 12 months of a Third Violation.

The District added a part time water conservation staff member and contracted with the City during the summer months to patrol and warn customers of violations on the District's behalf. No second violations were necessary and the District's customers reduced water consumption by 33.4% from June 2015 through January 2016 exceeding the State's mandates.

Other programs the District put in place with the Water Resources Association (WRA) was an aggressive public outreach program, an enhanced turf rebate program, and continued the other rebates for low flow toilets, water efficient washing machines, water softener rebates, and irrigation equipment rebates. Staff has been discussing our options with City and WRA staff for conservation programs in 2016 if the drought was to continue or to worsen. Some of the options discussed include the following:

- Continuing the conservation measures adopted in 2015 listed above.
- Reduce irrigation of landscaping to one day per week if the drought continues and the State mandates a conservation amount greater than 35%.
- Add a surcharge to new development water capacity fees to offset new water demand with the turf removal program so there will be no net increase in water usage from development.
- Prohibit the use of potable water for dust control on construction sites.
- Consider adopting drought water rates that places a surcharge on water use to maintain District revenues.

General Manager/Secretary Ridenhour stated that staff is requesting direction from the Board regarding the options listed above and any other water conservation measures the District should be considering for 2016. Some of the proposed measures will take time to implement such as adopting drought water rates and going through the Proposition 218 process, so it is important the District begin planning now.

Director Johnson stated that once the State has had the opportunity to re-evaluate the drought conditions and come up with a revised plan, if the drought situation appears to continue to worsen, she would like to see the District limit outdoor watering to one day per week instead of two during the winter months. Director Johnson also suggested the use of

grey water for irrigation be added to the list of measures to consider in 2016. It was the consensus of the Board to wait and see what this year's rainfall brings and what the State is imposing before making any decisions.

- 4. CONSIDER AUTHORIZING BOARD MEMBERS TO ATTEND THE WATER EDUCATION FOR LATINO LEADERS CONFERENCE MARCH 4-5, 2016 IN SAN JOSE, CALIFORNIA:** General Manager/Secretary Ridenhour stated that the annual Water Education for Latino Leaders Conference is being held in San Jose, California on March 4th and 5th, 2016. There is no fee to attend the conference and Director Villalon has expressed interest in attending. The total expenditure for attending the conference is approximately \$782 per person including Director's compensation, mileage reimbursement, meals for two days, and lodging for one night at the San Jose Hilton where the conference is being held. Costs may be less per person if an attendee does not stay overnight, other hotels are utilized with lower rates, and attendees carpool.

The Board of Directors must approve any Director's participation when representing the District in any official capacity and for them to receive expense reimbursement for any eligible expenses under District policy.

After much discussion among the Board it was decided that any time a Board Member attends any type of conference at the District's expense, the Director should prepare at least a one page report on the information they obtained from the conference, and present it to the Board.

Upon motion made by Director Alcorn, seconded by Director Meraz, and carried 4-1 (Director Johnson opposing) the Board authorized Director Villalon to attend the Water Education for Latino Leaders Conference March 4-5, 2016 in San Jose, California with the cost not to exceed \$500, and bring back a recommendation of whether future attendance to this conference is warranted.

K. BOARD COMMITTEE and STATUS REPORTS

- 1. Governance Committee:** No meeting held.
- 2. Water/Wastewater Committee:** No meeting held.
- 3. Finance Committee:** No meeting held; the next meeting is on February 24th at 4:30 p.m.
- 4. Policy and Procedure Committee:** No meeting held; the next meeting is on February 23rd at 5:00 p.m.
- 5. Personnel Committee:** No meeting held.
- 6. Water Resources Association of San Benito County (WRA):** Director Johnson prepared a written report stating that the committee met at 4 p.m. on February 4th to discuss extending the Emergency Water Conservation Regulations; the budget preparations for the WRA; selected a new Chair for 2016, Council Member Ray Friend of Hollister City Council; set the calendar for 2016; reviewed program expenses for the month of December 2015; and heard the Program Manager Shawn Novack's report on the monthly conservation program, the turf removal program, educational outreach, and agricultural workshop for San Benito County Water District through UC Davis Ag Extension. The next meeting is scheduled for April 7, 2016 at 4:00 p.m.
- 7. Operation Summary, Statement of Income, Investment Summary, Maintenance, City Meter Reading, and Groundwater Level Measurement Reports:** Finance and Human

Resource Manager Cathy Buck reported that she has prepared her monthly written narrative report on the Operations Summary (thru January 31, 2016), Statement of Income (thru December 31, 2015), and Investment Summary (thru January 31, 2016). Ms. Buck reported that the District has received another twenty water capacity fees in January 2016, bringing the total to fifty-seven received this fiscal year compared to two water capacity fees received in January 2015, bringing last year's total to five.

Ms Buck reported that sewer revenue for January 2016 is down \$232 compared to last month due to the consumption factor. She noted that once the consumption factor is set each April, sewer revenue tends to slowly decline as a result of customer turnover. The consumption factor is based on water usage on the February and March bills, and with a regular turnover of new customers in the Sunnyslope sewer district, the full consumption factor can not be added until the customer has history for those two months.

Ms. Buck noted that the Statement of Income through December 31, 2015 had already been discussed with Agenda item J-2, the six-month budget review.

The District's Investment Summary report reflects the total cash balance as of January 31, 2016 of \$8,999,345.89, which includes seven-months posted interest totaling \$15,043.54 (which is the equivalent of 10 months interest, since the LAIF interest received in July is for the last quarter of last fiscal year). Ms. Buck reported that she transferred \$750,000 from the District's checking account to LAIF on February 3rd because the balance in the account was growing due to the collection of water capacity fees over the past two months.

Water/Wastewater Superintendent Jim Filice reviewed the January 2016 Maintenance Staff Report, and asked if the Board had any questions. Director Johnson stated that she had several questions and Mr. Filice answered those questions earlier in the day.

In review of the Meter Reading Report for the period December 16, 2015 to January 14, 2016, the intertie meter data indicates the City received 31.0% of Lessalt Water Treatment Plant water, while the District received 69.0%. Mr. Filice stated that the City of Hollister has paid back a little more water owed to the District.

Water/Wastewater Superintendent Jim Filice reviewed the groundwater level report, and noted the water levels look about the same.

- 8. Active Tasks Update:** General Manager/Secretary Ridenhour updated the Board on the West Hills WTP, stating that forming of the filter structure foundation, the tank foundation, and concrete placement is progressing. The transmission pipeline work on Riverside Drive has begun and should last about four months. The rebar for the clear well foundation has been installed. A tour of the West Hills WTP is being planned for April for the Governance Committee.

Mr. Ridenhour reported that there is nothing new to report on the Chromium 6 issue. Staff is waiting on water quality testing results for Chromium 6 for Well #8, and once the results are received, staff will proceed with developing a plan with the Division of Drinking Water.

General Manager/Secretary Ridenhour reported that efforts on the Master Plan update are progressing. Predesign work on the cross town pipeline will begin later this winter once a design contract is negotiated, and each agency approves the contract and expenditure. They are also currently looking at future water demands, and this analysis should be complete by the end of summer.

L. BOARD and STAFF REPORTS

- 1. Directors:** Director Johnson reported that her husband and former Board member, John, sustained an injury last week while volunteering with setup preparations at the AT&T Golf Pro-Am.
- 2. District Counsel:** No report.
- 3. Finance and Human Resource Manager:** Cathy Buck reminded the Board to file their Form 700, Statement of Economic Interests.
- 4. Assistant Engineer:** Assistant Engineer Rob Hillebrecht reported that The Villages subdivision has paved all roads, and the final inspection will be done soon.
- 5. General Manager:** No report.

M. FUTURE AGENDA ITEMS: None.

N. ADJOURNMENT: President Hill adjourned the meeting at 6:35 p.m.

APPROVED BY THE BOARD: s/ Kathleen A. Hill
Kathleen A. Hill, President

RESPECTFULLY SUBMITTED: s/ Donald G. Ridenhour
Donald G. Ridenhour, Secretary