

MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Regular Meeting
January 13, 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 Doug Keck, Dawn Anderson, Dave Clapham, and Danny Villalon.

OTHERS PRESENT: Secretary Bryan Yamaoka, District Engineer Ken Girouard, Finance & Human Resource Manager Cathy Buck, Water Superintendent Jim Filice, Attorney Lloyd Lowrey, Executive Assistant Carol Porteur, and meeting stenographer Laura Wiener-Smolka.

C. EXECUTIVE SESSION: None

D. ACTION ITEMS DISCUSSED IN EXECUTIVE SESSION AND ACTIONS TAKEN IN OPEN SESSION: None

E. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS: There were no public comments.

F. READING OF MINUTES: Upon motion made by Director Keck, seconded by Director Villalon, and unanimously carried, the minutes of the December 9, 2010 regular meeting and December 21, 2010 special meeting were approved as presented.

G. OLD BUSINESS: None.

H. NEW BUSINESS

1. RECEIVE, REVIEW, DISCUSS and TAKE APPROPRIATE ACTION ON 2010-11 WATER CAPITAL IMPROVEMENT PLAN: President Meraz stated that the Finance Committee met with staff and reviewed the updated Water Capital Improvement Plan, which was prepared by Engineer Girouard. The Plan outlines the projects in order of highest priority based on regulatory compliance and time constraints. The Water Capital Improvement Plan includes all the surface water treatment projects, but excludes projects for groundwater treatment. The Finance committee is recommending that the board approve the new updated budget for Water Capital Improvements, noting that before expenditure, each item would need to come back to the board for approval.

Upon motion made by Director Keck, seconded by Director Villalon, and unanimously carried, the Board approved the 2010-11 Water Capital Improvement Plan as presented.

2. RECEIVE, REVIEW, DISCUSS and TAKE APPROPRIATE ACTION TO APPROVE WATER CAPITAL PROJECT FINANCING PLAN AND RATE STUDY PROPOSAL FROM BARTLE WELLS ASSOCIATES AT A COST NOT TO EXCEED \$24,900: President Meraz reported that the Finance Committee reviewed this item and recommended that staff obtain at least two additional proposals. During discussion it was pointed out that Bartle Wells has previously performed rate studies for the District and is familiar with the District's finances and projects. There was discussion about the delay in moving forward if additional proposals are requested and resulting impacts on the County's John Smith Road realignment project. Director Clapham

suggested that the District could consider moving forward with the Fairview Road pipeline in anticipation of future financing. Secretary Yamaoka pointed out that use of District funds would compromise the District's ability to acquire bond funding due to the reserve requirements for bonding. President Meraz will contact Steve Wittry at County Public Works to see if the County will delay John Smith realignment until we can install Fairview Road pipeline.

Upon motion made by Director Clapham, seconded by Director Keck, and unanimously carried, the Board tabled this item and directed staff to seek at least two additional proposals and request that Bartle Wells review its original rate study proposal and "sharpen its pencil".

- 3. RECEIVE, REVIEW, DISCUSS and TAKE APPROPRIATE ACTION TO INSTALL NEW 12" WATER VALVE LOCATED ON FAIRVIEW ROAD IN CONJUNCTION WITH LEAL VINEYARDS TURN LANE CONSTRUCTION PROJECT AT A COST OF \$7,655 OR LESS IF INSTALLED BY DISTRICT STAFF:** Engineer Girouard stated that Leal Vineyard is required to install left turn lanes at the intersection of Fairview Road and Maranatha Road; that the District needs to replace a non-operational pressure reducing valve located at the Leal work site with an ordinary 12" gate valve; and that Leal Vineyard has requested the District proceed with the valve work now. He noted that staff intends to do the work in-house, and the cost will be less than the \$7,655 quoted by Don Chapin Company.

Attorney Lowrey stated that the record should note that this project is categorically exempt under CEQA Title 14, California Code of Regulations Chapter 3, Article 19 Categorical Exemptions, Section 15302 (c) Replacement or Reconstruction, because it is a replacement, has the same purpose, and has a negligible impact.

Upon motion made by Director Keck, seconded by Director Villalon, and unanimously carried, the Board authorized staff to perform the requested valve work on Fairview Road at a cost not to exceed \$7,655.

- 4. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION TO SOLICIT BIDS FOR INSTALLATION OF NEW 16" WATER LINE LOCATED ON FAIRVIEW ROAD WHICH WOULD CONNECT LESSALT SURFACE WATER TREATMENT PLANT TO RIDGEMARK PRESSURE ZONE:** Board action on this item was to table it until a financing plan is in place.
- 5. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION TO AUTHORIZE STAFF TO SPEND UP TO \$5,000 TO PURCHASE SPARE PARTS FOR LESSALT WATER TREATMENT PLANT:** Engineer Girouard stated that the Inverness Public Utility District is liquidating inventory and is offering for sale microfiltration parts manufactured by MEMCOR. He explained that the parts could be used at the Lessalt Plant to build a pilot unit, and would provide a significant cost savings to the District. He stated that staff would personally inspect the parts to ensure they are useful to the District.

Upon motion made by Director Anderson, seconded by Director Clapham, and unanimously carried, the Board authorized staff to spend up to \$5,000 for spare parts for the Lessalt Water Treatment Plant.

- 6. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION TO AUTHORIZE STAFF TO REQUEST PROPOSALS FOR A SOLAR PHOTOVOLTAIC LEASE OR POWER PURCHASE AGREEMENT FOR**

RIDGEMARK WWTP AND HAVE STAFF CONDUCT AN ENVIRONMENTAL REVIEW OF THE PROPOSED PROJECT: Engineer Girouard stated that the solar tax advantage has been extended until the end of 2011, and staff believes that installing solar photovoltaic power as a supplemental source to power from PG&E at the proposed Ridgemark wastewater treatment plant would be financially viable if the 30% federal tax credit was used.

Engineer Girouard explained that staff could conduct the needed Environmental Review in house; however, if the Board determined that consultant services are required for the Environmental Review, staff would return with proposals for Board approval. Director Keck asked if once the staff completed the Environmental Review, would they come back to the board before contacting any providers. Mr. Girouard responded that if the Environmental Review and financial review prove solar to be feasible for this project, staff would return to the board for approval to move forward.

Upon motion made by Director Anderson, seconded by Director Keck, and unanimously carried, the Board authorized staff to request proposals for a solar photovoltaic lease or power purchase agreement for the Ridgemark Wastewater Treatment Plant and conduct an environmental review of the project.

- 7. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE SCOPE OF WORK, BUDGET, AND PROFESSIONAL SERVICES PROPOSAL BY LIVE OAK ASSOCIATES, INC. FOR RIDGEMARK WASTEWATER TREATMENT AND RECYCLED WATER IMPROVEMENTS PROJECT'S MITIGATION, MONITORING, AND REPORTING PROGRAM AT A COST NOT TO EXCEED \$74,774:** Engineer Girouard presented the proposal of Live Oak Associates, Inc. for the Mitigation, Monitoring, and Reporting Program (MM&RP) for the Ridgemark Wastewater Treatment and Recycled Water Improvements project.

There was discussion regarding a cost comparison of building the treatment plant versus hooking up to the City's system. During discussion it was noted that the District has received State Revolving Fund financing at 2.7% interest, while the City's funding is significantly more costly at a 6% interest rate. It was noted that the Regional Board expects the District to proceed with construction of its treatment plant, and that, although personal opinions may exist, the Governance Committee has "blessed" the District's plans to construct its own sewer treatment and wastewater recycling facility. Director Keck reviewed the history of the District's decision to proceed on its own, and noted that Ridgemark residents expressed their strong preference to be independent of the City since they do not elect City officials who set rates and the fact that the City is not likely to provide recycled water for use at the Ridgemark golf course. Director Clapham noted that the City may have concerns about the high levels of salt in Ridgemark's effluent.

President Meraz recommended a Board workshop on the issue of Sunnyslope constructing a wastewater treatment plant versus connecting to the City's new treatment plant. He stated that he has requested a meeting with the City to learn what the cost would be for the District to hook up to the City's system. Secretary Yamaoka requested that President Meraz include staff in the meeting, and that staff would bring to the meeting the dollar figures previously given to the District by the City.

With consensus of the Board, approval of the Live Oak Associates proposal was tabled and staff was directed to solicit additional bid proposals.

8. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION TO ASSIGN DIRECTORS TO POLICY AND PERSONNEL STANDING COMMITTEE:

With consensus of the Board, President Meraz appointed Director Anderson and Director Keck to serve on the District's standing Policy and Personnel Committee. Director Meraz will serve as the alternate.

9. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION TO REMOVE OLD BOARD MEMBERS FROM SAN BENITO BANK SIGNATURE CARDS AND ADD NEW BOARD MEMBERS FOR ALL BANK ACCOUNTS OF BOTH THE DISTRICT AND WATER TREATMENT AGENCY:

Upon motion made by Director Anderson, seconded by Director Keck, and unanimously carried, the Board approved removal of former Board members, Steve Hailstone and Marchel Nelson from all signature cards and addition of the new Board members to signature cards for all Sunnyslope County Water District and Hollister-Sunnyslope Water Treatment Agency bank accounts, noting that specific account numbers will not be made public in the minutes, for security reasons. Therefore, the list of authorized signers on all bank accounts for both entities should be: Bryan M. Yamaoka, General Manager; Cathy L. Buck, Finance & Human Resource Manager; and all five current Directors: David E. Meraz, President; Douglas C. Keck, Vice President; Dawn V. Anderson; David G. Clapham; and Daniel Villalon.

I. BOARD AND STAFF COMMITTEE STATUS REPORTS

- 1. Water/ Wastewater Committee:** Director Keck stated that a meeting was held to bring Director Villalon up to date on the current events, and that they will be attending a Governance Committee meeting on January 19th at San Benito County Water District Office.
- 2. Finance Committee:** The Finance Committee met on January 11, 2011 and its recommendations were discussed previously in today's Board Meeting.
- 3. Governance Committee:** Secretary Yamaoka reported that the Governance Committee's next meeting is January 19, at 5:30 p.m., San Benito County Water District Board Room.
- 4. Water Resources Association of San Benito County:** Director Anderson reported that the WRA met on January 6, 2011; everyone was present except City representatives. In the future Robbie Scattini will be representing the City. At the next meeting, March 3, 2011, the WRA will be electing officers. Director Anderson reported that the WRA is sponsoring another low-flow toilet give away on February 5th and that they have had 12 rebates on water softeners.
- 5. Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** This item was covered under previous discussions during the meeting.
- 6. State Revolving Fund and Stimulus Package Financing:** Engineer Girouard reported that an application was submitted for a potable waterline project for Venture Estates on Harbern Way.
- 7. Lessalt Water Treatment Plant:** Engineer Girouard reported that he is working with HDR engineering consultants and staff on starting the Actiflo Carb testing. He also stated they are working with Kennedy/Jenks Consultants on the final design report for the Lessalt Water Treatment Plant upgrades.
- 8. Water Related Projects:** No report.

9. 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:

During review of the Operations Summary, Finance Manager Cathy Buck reported that only one connection fee has been paid to date in this fiscal year. Director Clapham asked how much the connection fee was, and Ms. Buck responded that it was approximately \$5,500. She also pointed out that water revenue in December is down from the previous month as expected, since we are now moving into low- or non-irrigation months.

Ms. Buck reviewed the Statement of Income and noted that the Board meetings occur too early in the month to provide a complete report for the previous month; therefore, reports will run one month behind. She provided an updated report for November, 2010. Secretary Yamaoka commented on the connection fees on the second page of the Statement of Income for the previous year, pointing out that the charge per connection was higher at that time and since then, the water connection fee has been reduced.

During her review of the Investment Summary, Ms. Buck noted that the District's fund balance as of December 31, 2010 is \$1,974,211.71, which includes six months earned interest totaling \$5,946.03.

In reviewing the financial reports for the Lessalt Water Treatment Agency, Ms. Buck explained the City of Hollister and Sunnyslope County Water District reimburse Lessalt Water Treatment Agency for expenses incurred each month, including depreciation, which is a non-cash expense. She also explained that the money collected for depreciation expense is set aside in the CD accounts for future replacement of fixed assets and membranes at the Lessalt Water Treatment Plant, which explains the growth in the CD accounts.

The Board reviewed financial reports for the Lessalt Water Treatment Agency, including the December 10, 2010 through January 13, 2011 Disbursement Summary totaling \$61,981.95. The Lessalt Water Treatment Agency Investment Summary ending December 31, 2010 reflects a fund total of \$1,620,125.20, which includes \$12,848.01 fiscal year-to-date interest.

During review of the December Maintenance Report, Water Superintendent Jim Filice responded to questions from Board members about details regarding various items in the report. In response to President Meraz' inquiry regarding Item #56, asking about the type of pump used at the Main Lift station, Mr. Filice stated that wastewater lift station pumps are made by I.T.T. Flygt and the District purchases repair parts from the Shape Company.

Director Villalon asked if staff rebuilt our fire hydrants and if the City tested them. Mr. Filice explained that we own all of the hydrants in our district and we test them every 6 months. Cathy Buck commented that parts for the District's fire hydrants are no longer manufactured, and Jim Filice had a die made which enables him to make replacement parts.

Director Clapham asked how the maintenance staff was contacted, and Jim Filice explained that they have 2-way radios in their trucks as well as carry their own cell phones. Director Anderson also mentioned that we have GPS (Global Positioning Satellite) tracking equipment on the trucks. Director Clapham then asked whether any of the staff take trucks home at night, and Mr. Filice replied that the "on-call" person as well as himself and Pat Jackson take trucks home each night.

Director Villalon inquired about the pesticide seminar that staff attends, and Mr. Filice explained that they are required to have a license for spraying the weeds with pesticides and for squirrel abatement.

Jim Filice reviewed the Meter Reading Report for the period November 17 to December 15, 2010, and noted intertie meter data indicates the City owes the District 190 million gallons of water. He noted that during that period the City received 58.4% of Lessalt water, which brings the total to date distribution proportions since February 2010 to 57% to Sunnyslope and 43% to the City. He noted that the distribution proportions should even out by the end of the surface water year. Engineer Girouard reported the City informed him that they are planning to use their pump at the Nob Hill location more often so they will start pumping water owed back to the District.

During review of the December groundwater level report, Mr. Filice noted that well levels are beginning to trend upward, which is typical this time of year.

J. ALLOWANCE OF CLAIMS: During review of the District's Disbursement Summary for the period December 10, 2010 through January 13, 2011, Cathy Buck responded to Directors' questions. Upon motion made by Director Keck, seconded by Director Anderson, and unanimously carried, the Board approved the disbursements totaling \$728,472.04, which includes: \$404,970.99 for employee compensation and accounts payable; \$319,966.99 to the City of Hollister for sewer bills collected; \$2,850.49 for customer refunds and returned checks; and \$683.57 for employee medical plan reimbursements. Last check written as of January 10, 2011 was check #15838.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
12/3/10	ACH 0088	Merchant Services	-525.53
12/10/10	ACH 0089	Anthem Blue Cross of California-Jackson	-78.50
12/17/10	ACH 0090	RETURNED ACH 12-1	-168.75
12/16/10	ACH 0091	RETURNED CHECK 12-1	-139.89
12/16/10	ACH 0092	RETURNED CHECK 12-2	-153.84
12/16/10	ACH 0093	RETURNED CHECK 12-3	-184.93
12/17/10	ACH 0094	RETURNED CHECK 12-4	-165.00
12/22/10	ACH 0095	RETURNED CHECK 12-5	-370.40
12/22/10	ACH 0096	RETURNED CHECK 12-6	-147.79
12/24/10	ACH 0097	RETURNED CHECK 12-7	-133.60
12/28/10	ACH 0098	RETURNED CHECK 12-8	-96.38
12/30/10	ACH 0099	RETURNED CHECK 12-9	-118.08
12/27/10	ACH 0100	San Benito Bank	-474.87
1/3/11	ACH 0101	Merchant Services	-585.72
1/3/11	ACH 0102	RETURNED CHECK 1-1	-200.00
1/7/11	ACH 0103	Anthem Blue Cross of California-Jackson	-91.20
12/30/10	DD 0148	VOID	0.00
12/30/10	DD 0149	VOID	0.00
12/30/10	DD 0150	Alvarez, Abel	-4,169.83
12/30/10	DD 0151	Brill, Kelly L.	-4,362.20
12/30/10	DD 0152	Buck, Cathy L.	-6,519.53
12/30/10	DD 0153	Castro, Kevin G.	-4,045.76
12/30/10	DD 0154	Chavez, Jr., Manuel T.	-5,538.70
12/30/10	DD 0155	Eclarin, Ernesto P.	-4,278.08
12/30/10	DD 0156	Estrada, Thomas A.	-3,770.65
12/30/10	DD 0157	Filice, James L.	-7,481.03
12/30/10	DD 0158	Girouard, Kenneth R.	-6,469.80
12/30/10	DD 0159	Hagins, Patrick M.	-4,068.71
12/30/10	DD 0160	Imperatrice, Patrick L.	-5,294.25
12/30/10	DD 0161	Jackson, Patrick W.	-6,045.11

Date	Num	Name	Amount
12/30/10	DD 0162	Norman, III, Walter R.	-4,817.76
12/30/10	DD 0163	Padilla, David	-4,461.31
12/30/10	DD 0164	Porteur, Carol A.	-3,469.67
12/30/10	DD 0165	Robson, Ann	-2,524.94
12/30/10	DD 0166	Watson, Scott A.	-3,626.78
12/30/10	DD 0167	Yamaoka, Bryan M.	-8,639.78
12/30/10	DD 0168	Zavala, Anabel G.	-4,134.63
12/30/10	DD 0169	Jackson, Norma	-325.66
1/11/11	DD 0170	Clapham, David G.	-300.00
1/11/11	DD 0171	Keck, Doug (Dir. Dep.)	-400.00
1/11/11	DD 0172	Meraz, David (Dir. Dep.)	-300.00
1/11/11	DD 0173	Villalon, Daniel	-300.00
1/11/11	DD 0174	Wiener-Smolka, Laura S. (Dir. Dep.)	-200.00
12/13/10	15727	Auto Tech Service Center, Inc.	-61.21
12/13/10	15728	B.W.S. Distributors, Inc.	-247.04
12/13/10	15729	Ben Caputo Printing	-267.66
12/13/10	15730	CM Analytical, Inc.	-4,413.75
12/13/10	15731	P G & E	-22,790.58
12/13/10	15732	San Benito County Water District	-257.50
12/13/10	15733	Serfilco, Ltd.	-687.41
12/13/10	15734	Shape, Inc.	-5,167.55
12/13/10	15735	Staples	-214.97
12/13/10	15736	Toro Petroleum Corp.	-1,442.30
12/14/10	15737	San Benito Bank - \$1M Loan Pmts	-42,548.63
12/20/10	15738	A-1 Services	-373.00
12/20/10	15739	Berger/Lewis Accountancy Corporation	-3,500.00
12/20/10	15740	City of Hollister-Finance Dept	-319,966.99
12/20/10	15741	CM Analytical, Inc.	-320.00
12/20/10	15742	First Trust Alarm Company	-290.00
12/20/10	15743	Mc Master-Carr	-59.03
12/20/10	15744	Monterey Bay Systems	-785.98
12/20/10	15745	Noland Hamerly Etienne & Hoss	-5,777.84
12/20/10	15746	Northern Safety Co.	-232.47
12/20/10	15747	OnTrac	-53.50
12/20/10	15748	P G & E	-4,985.27
12/20/10	15749	Sage Software, Inc.	-695.79
12/20/10	15750	Serfilco, Ltd.	-191.67
12/20/10	15751	Shape, Inc.	-1,798.17
12/20/10	15752	South Valley Internet, Inc.	-17.95
12/20/10	15753	Union Bank of CA, Corp Trust Division	-1,000.00
12/20/10	15754	Union Bank of California, N.A.	-663.00
12/22/10	15755	Postmaster	-296.71
12/27/10	15756	All Star Ready Mix, LLC	-459.69
12/27/10	15757	B S K Analytical Laboratories, Inc.	-945.00
12/27/10	15758	Brigantino Irrigation	-47.85
12/27/10	15759	Calif. Assoc. of Pest Control Advisers	-145.00
12/27/10	15760	Calif. Dept. of Pesticide Regulation	-200.00
12/27/10	15761	Everbank Commercial Finance, Inc.	-257.85
12/27/10	15762	Ferguson Enterprises, Inc.	-503.71
12/27/10	15763	Harbor Freight Tools	-515.15
12/27/10	15764	Hollister-Sunnyslope W. T. A.	-33,102.01
12/27/10	15765	Hollister Auto Parts, Inc.	-141.18
12/27/10	15766	Itron, Inc.	-765.83
12/27/10	15767	Mc Kinnon Lumber Co., Inc.	-137.66
12/27/10	15768	Mid Valley Supply	-258.18
12/27/10	15769	VOID	0.00
12/27/10	15770	Quinn Company	-4,631.67

Date	Num	Name	Amount
12/27/10	15771	Sierra Chemical Co.	-1,072.88
12/27/10	15772	Toro Petroleum Corp.	-1,320.00
12/27/10	15773	Wright Bros. Indust. Supply	-86.81
12/30/10	15774	Employment Dev. Dept. (EDD) DE88 Pmts.	-8,816.10
12/30/10	15775	San Benito Bank	-20,241.78
12/30/10	15776	CalPERS - Retirement	-1,587.18
12/30/10	15777	Nationwide Retirements Solutions	-18,490.30
12/30/10	15778	Sterling HSA	-1,202.50
12/30/10	15779	BAC (Beneficial Administration Company)	-260.52
12/30/10	15780	CalPERS - Health Insurance	-11,757.77
12/30/10	15781	CalPERS - Retirement	-35,437.84
12/30/10	15782	Fort Dearborn Life Insurance Co.	0.00
12/30/10	15783	Premier Access Insurance Co.	-2,751.93
12/30/10	15784	State Comp. Insurance Fund	-5,704.79
12/30/10	15785	San Benito County-Environ. Health Div.	0.00
12/30/10	15786	San Benito County-Environ. Health Div.	-3,253.00
12/30/10	15787	O'Reilly Auto Parts	-12.96
12/30/10	15788	Fort Dearborn Life Insurance Co.	-234.00
12/30/10	15789	Filice, James L.	-147.62
12/30/10	15790	Yamaoka, Bryan M.	-147.61
12/28/10	15791	Postmaster	-1,718.83
1/4/11	15792	ANDERSON HOMES	-259.98
1/4/11	15793	ANDERSON HOMES	-6.66
1/4/11	15794	VOID	0.00
1/4/11	15795	DON CHAPIN CO	-500.00
1/4/11	15796	SHARON SHAW FLORES	-54.63
1/4/11	15797	HOMESTRETCH CAPITAL	-36.96
1/4/11	15798	VIRGINIA VALENZUELA	-47.32
1/4/11	15799	NINA WILLIAMS	-60.39
1/4/11	15800	All Star Ready Mix, LLC	-341.65
1/4/11	15801	AT&T	-277.85
1/4/11	15802	B.W.S. Distributors, Inc.	-392.17
1/4/11	15803	CM Analytical, Inc.	-3,195.00
1/4/11	15804	EBCO Pest Control	-55.00
1/4/11	15805	Gabilan Welding, Inc.	-43.84
1/4/11	15806	Grainger, Inc.	-48.20
1/4/11	15807	Hollister-Sunnyslope W. T. A.	-270.87
1/4/11	15808	Mission Uniform Service	-544.51
1/4/11	15809	Monterey Bay UAPC Dist	-1,047.00
1/4/11	15810	Razzolink.com	-99.32
1/4/11	15811	Recology San Benito County	-114.27
1/4/11	15812	U.S. Bank Corporate Payment Systems	-779.29
1/4/11	15813	Verizon Wireless	-195.08
1/4/11	15814	Petty Cash	-45.61
1/4/11	15815	Postmaster	-183.00
1/4/11	15816	KAMRAN CHITGAR	-5.89
1/5/11	15817	Ace Hardware (Johnson Lumber Co.)	-344.34
1/5/11	15818	Groeniger & Company	-4,288.85
1/10/11	15819	American Water Works Association (AWWA)	-498.00
1/10/11	15820	Ben-e-lect	-810.00
1/10/11	15821	California Surveying and Drafting	-518.89
1/10/11	15822	Calvista Insurance Agency Inc.	-16,300.00
1/10/11	15823	Electrical Distributors Co.	-37.20
1/10/11	15824	Mc Donald Landscaping	-165.00
1/10/11	15825	National Meter & Automation, Inc.	-280.62
1/10/11	15826	P G & E	-11,799.10
1/10/11	15827	Quinn Company	-587.81

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
1/10/11	15828	RB Communications	-561.82
1/10/11	15829	San Benito County Water District	-177.75
1/10/11	15830	San Benito Tire, Inc.	-953.89
1/10/11	15831	South Valley Internet, Inc.	-17.95
1/10/11	15832	South Valley Newspapers (Main St Media)	-476.00
1/10/11	15833	Staples	-692.54
1/10/11	15834	Toro Petroleum Corp.	-1,179.66
1/10/11	15835	Underground Service Alert	-108.00
1/10/11	15836	Wastewater Solutions	-630.00
1/10/11	15837	Wright Bros. Welding & Sheet Metal, Inc.	-3,916.73
1/10/11	15838	Anderson, Dawn V.	-200.00
12/1/2010-12/14/10	1355-1358	Total Disbursements - Medical Cking	-683.57
Total Disbursements			<u>-728,472.04</u>

K. REPORTS

1. **District Counsel:** No report.
2. **District Engineer:** No report.
3. **Finance Manager:** No Report.
4. **General Manager:** No report.

L. FUTURE AGENDA ITEMS: Secretary Yamaoka reported that a Special Meeting will be held in February for RMC Water and Environment to give a presentation on the history of the Ridgemark Wastewater Treatment and Recycled Water Improvements Project. This will be a study session for everyone, but focused particularly for the benefit of new Board members.

Secretary Yamaoka stated that he plans to have Shawn Novack from the Water Resources Association give the Board an update and presentation within the next few months.

Secretary Yamaoka stated he will bring back bid proposals for the rate study to the next meeting.

The next regular meeting of the Board is scheduled to be held Thursday, February 10, 2011.

M. ADJOURN: Upon motion made by Director Keck, seconded by Director Villalon, and unanimously carried, the meeting was adjourned at 7:50 p.m.

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

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