

MINUTES
Regular Meeting of the Board of Directors
of the
SUNNYSLOPE COUNTY WATER DISTRICT
January 14, 2010

A. CALL TO ORDER: The meeting was called to order at 4:45 p.m. by President Doug Keck at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.

B. ROLL CALL: Directors present: President Doug Keck and Directors Steve Hailstone, Dawn Anderson, and Dave Meraz. **Absent:** Vice President Marchel Nelson.

Others present: District Counsel Christine Kemp, District Engineer Ken Girouard, Secretary Bryan Yamaoka, Cathy Buck, Marsha Nelson, and Jim Filice.

C. EXECUTIVE SESSION: The meeting was adjourned to executive session.

1. Pending Litigation – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Subdivision (a) of Section 54956.9) – Name of case: San Benito County Superior Court Case No. CU-08-00139, Builders Association of Northern California, Inc. and Award Homes, Inc. v. Sunnyslope County Water District, All Persons Interested In The Matter of Resolution No. 502 of the Governing Board of the Sunnyslope County Water District (Adopted June 12, 2008), and Does 1-100, inclusive.
2. Conference with Real Property Negotiators. Property: Purchase of lands adjacent to proposed Groundwater Treatment Plant & Evaporation Ponds. APNs 0202800430, 0202800410, 020320007, 0202800420, 0202800220, 0211100270. SSCWD Negotiator Yamaoka & Girouard. Property Owners: Brigantino, Brigantino, Ordiniza 11, Campisi, Campisi. Under negotiation: Price and terms of payment.
3. Conference with Real Property Negotiators. - Property: Purchase of lands adjacent to Ridgemark 1 WWTP. APNs 0203200220 & 0203200180. SSCWD Negotiator: Bryan Yamaoka. Property Owner: Hilden. Under negotiation: Price and terms of payment.

D. RECONVENE OPEN MEETING and REPORT ACTIONS TAKEN BY BOARD IN EXECUTIVE SESSION: President Keck reconvened the meeting in open session at 5:25 p.m. He reported that the Board gave instructions to negotiators and that no actions were taken in closed session.

E. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS: There were no members of the public present.

F. READING OF MINUTES: It was pointed out that the December 10, 2009 regular meeting minutes needed a typographical error corrected in item 6 under J. New Business, changing Santa Ranch to Santana Ranch.

Upon motion made by Director Anderson, seconded by Director Hailstone, and unanimously carried 4-0 (Marchel Nelson absent), the Board approved the minutes of the December 10, 2009 regular meeting, with spelling correction.

G. OLD BUSINESS: None.

H. PUBLIC HEARING - SECOND READING OF ORDINANCE 69 AMENDING DISTRICT CODE 3.40.090 AND 3.40.095: REVISING WATER CAPACITY CHARGES FOR NEW AND INCREASED SIZE WATER CONNECTIONS; ADDING FIRE SERVICE CAPACITY CHARGE IN UNINCORPORATED AREAS; AND REVISING METHOD OF CALCULATING AND ADJUSTING CAPACITY CHARGES: Secretary Yamaoka stated that notice of the public hearing was published in The Pinnacle Newspaper and duly posted.

President Keck opened a public hearing at 5:30 p.m. to receive comments regarding adoption of Ordinance 69. There were no public comments, and the hearing was closed.

Upon motion made by Director Anderson, seconded by Director Hailstone, and unanimously carried 4-0 (Marchel Nelson absent), the Board adopted Ordinance 69 as presented.

I. NEW BUSINESS:

- 1. Receive, Review, Discuss, and Take Appropriate Action for Election of Board President and Vice President and for the President's Assignment of Directors to Serve on District Standing Committees:** It was noted that Board seats filled by Directors Anderson, Hailstone, Nelson, and Keck will be up for re-election on the November 2010 ballot, and that each of those Directors have stated their intent not to run for reelection except for President Keck.

Upon motion made by Director Hailstone, seconded by Director Anderson, and unanimously carried 4-0 (Marchel Nelson absent), the Board reelected Doug Keck to serve as Board President and Dave Meraz to serve as Board Vice President for 2010.

President Keck stated that he believes the committee assignments have worked well this past year; that continuity is important, especially with regard to the water/wastewater issues and the governance committees; and he stated that he would like to assign the Directors to continue on in their current assignments. Director Anderson and other Board members concurred.

Secretary Yamaoka suggested that alternates be appointed to the Finance, Water & Wastewater, Employee & Personnel, and Ethics Compliance Committees so that all committees have an alternate. With concurrence of Board members present, the following committee assignments were made by President Keck:

<u>Committee</u>	<u>Primary</u>	<u>Alternate</u>	<u>Staff/Counsel</u>
Finance	Meraz, Hailstone	Anderson	Yamaoka, Buck
Water & Wastewater	Keck, Nelson	Hailstone	Yamaoka, Girouard
Employee & Personnel	Hailstone, Meraz	Anderson	Yamaoka, Buck
Water Resources Agency	Anderson	Keck	Yamaoka, Girouard
Ethics Compliance	Meraz, Anderson	Keck	Yamaoka, Lowrey
Governance Committee	Nelson, Keck	Hailstone	Yamaoka, Girouard

J. BOARD AND STAFF COMMITTEE STATUS REPORTS

- 1. Governance Committee:** Secretary Yamaoka reported that the next meeting of the Governance Committee is scheduled for January 27, 2010.
- 2. Water Resources Association of San Benito County:** Director Anderson reported that the WRA's next meeting is scheduled for February 4, 2010.
- 3. Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** Engineer Girouard reported that plans and specifications for the project have been completed and ready for distribution in the District's bid process. He noted that the bid process has a six-week timeline.

During his report, Engineer Girouard noted that the District's bid specifications state that the District's contract with the successful bidder is subject to the District receiving approval for State Revolving Fund financing. He commented that he feels reasonably positive about a successful outcome regarding the District's application for Revolving Fund financing.

- 4. Water Related Projects:** Jim Filice reported that Well #11 test results are forthcoming and will be submitted to the Health Department to complete the permit process. He stated that he is making progress on integrating Well #11 with the District's SCADA telemetry system.

Mr. Filice reported that last month the pump and motor at Well #2 burned up, and that a new pump and motor has been ordered. In response to Directors' questions, Engineer

Girouard responded that Well #2's production had been declining due to its aging pump/motor components; that replacement cost should be between fifty and sixty thousand dollars; and that some of the replacement cost will be offset over time through energy savings due to increased efficiency.

Engineer Girouard stated that, with Well #11 coming on line and Well #2 restored to full efficiency with a new pump and motor, the District could significantly reduce expense for electricity. He explained that the new pumping capacity will allow the District to maintain full storage levels, shut down well pumps at noon, and meet demand for the remainder of the day. Because it would no longer be necessary to use electric energy during peak hours, the District could take advantage of the new PG&E peak day pricing option for the most cost effective rates, classified as 100% non-peak use. Mr. Girouard estimated an annual savings for the District of \$100,000 or more.

Director Meraz cautioned that if the District does change its PG&E contract to non-peak energy use and then encounters a day when it is necessary to turn on the well pumps during the peak use time period, the District would incur a significant financial penalty.

Engineer Girouard explained that such an event is highly unlikely because the addition of Well #11 gives the District an increased capacity that results in a large reserve margin over what is required for the District to serve its customers, even during the peak demand periods in summer months. He noted that if there is some unforeseen, extra-ordinary circumstance, primary wells could be operated during peak use/rate hours using the generators already in place.

5. **Lessalt Water Treatment Plant:** Engineer Girouard reported that the nano-filtration pilot study is moving forward on schedule; the filters have been ordered; and when the filters arrive, the nano-filtration system will go into operation for the study.

During his report, Engineer Girouard spoke about a recent visit to an East Bay water treatment plant to observe their process for disinfection of Delta water that does not result in production of trihalomethanes. He explained that Delta water has naturally occurring bromide, which, in the presence of chlorine, greatly increases the production of disinfectant byproducts. Engineer Girouard spoke about the plant's treatment process which includes flocculation, sedimentation, ozone disinfection, a 2-step filter, and an end treatment of chlorination (chlorine and ammonia).

Engineer Girouard stated that chlorination is somewhat controversial in terms of public opinion, but almost all Bay Area plants use chlorination to deal with bromide levels in Delta water. He commented that nano-filtration of chlorinated water could result in elimination of the disinfection byproducts, and, if that is the case, the District would not need to use chlorination to meet disinfection byproduct regulations.

6. **State Revolving Fund and Stimulus Package Financing:** Engineer Girouard stated that the District's application for Well #12 funding received State Priority List status because it would be used to supply water to Harbern Way, and that the entire project may move higher on the priority list because it results in the consolidation of treatment agencies and eliminates the Harbern Way subdivision water treatment system, which is noncompliant with disinfection byproduct regulations. During his report, Engineer Girouard noted that, unfortunately, the District's funding application for the Lessalt Plant may not be successful because it is currently in compliance with the disinfection byproduct rule, and will be in compliance until 2013. Projects which currently comply with all primary drinking water standards, such as the disinfection byproduct rule, have a lower funding priority over projects which are in violation of primary drinking water standards.
7. **District Operation Summary, District Statement of Income, District Investment Summary, Lessalt Water Treatment Agency Investment and Disbursement Summaries; District Maintenance Report; City Meter Reading; and Groundwater Level Measurements:** The Board reviewed the December 31, 2009 District Operation Summary, Statement of Income, and Investment Summary. Ms. Buck commented that water revenue is consistent with the month of December in previous years; the December

21 water rate increase will not be reflected in revenue until January water bills are generated. Ms. Buck pointed out that the Statement of Income reflects 2 more connection fees paid by Anderson Homes for residential units on Mulberry Circle.

During review of the Investment Summary, Ms. Buck noted that current interest rates for all of the District's certificates of deposit have fallen and range from 1.050% to 1.660%, and that the rate of earnings for funds invested with LAIF is down to 0.9%.

Ms. Buck reviewed the Lessalt Water Treatment Agency's Investment Summary and Disbursement Summary. The December 31, 2009 Investment Summary reflects a total fund amount of \$1,669,783.51, including \$31,027.15 fiscal year-to-date total interest earned. She noted that interest rates for the agency's CD's have also dropped.

During her review of the Lessalt Treatment Plant Agency's Disbursement Summary covering December 11, 2009 through January 14, 2010, Ms. Buck commented that CVP water purchased from San Benito County Water District, and paid for in advance at a cost of \$180 per acre-foot (AF), is almost entirely consumed. She noted that when the initial water purchase is consumed, the Agency will begin using the supplemental CVP water purchased at a cost of \$375/AF.

During review of the District's Maintenance Staff Report for December 2009, Jim Filice responded to questions from Directors about various tasks detailed in the report. Mr. Filice reported on three District employees, Manny Chavez, Scott Watson, and Kevin Castro, who all passed their Wastewater Treatment Operator Certification tests.

Jim Filice reviewed the District Meter Reading Report for the period November 18 to December 16, 2009, and noted that the City owes the District approximately 105 million gallons of water. He stated that the City's meter system is now operational, but not calibrated and that he is working to help the City integrate the meters to the telemetry system. Secretary Yamaoka noted that the SCADA integration will give the District accurate readings of how much Lessalt water the City is receiving.

During review of the groundwater level report, Jim Filice noted that groundwater depths reflect the beginning of the predicted seasonal upward trend.

K. ALLOWANCE OF CLAIMS: The Board reviewed the Disbursement Summary for the period December 11, 2009 through January 14, 2010, totaling \$796,881.21, which includes: \$506,028.04 for employee compensation and accounts payable; \$286,408.59 to City of Hollister for net sewer billings collected; \$4,162.10 for customer refunds and returned checks; and \$282.48 for employee medical expense reimbursements. Last check written as of January 14 was check number 14569.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
12/14/09	ACH PMT	Anthem Blue Cross of California-Jackson	-65.40
12/28/09	ACH PMT	San Benito Bank	-272.18
12/16/09	ACHRET12-1	RETURNED ACH	-52.81
12/17/09	ACHRET12-2	RETURNED ACH	-123.58
12/17/09	ACHRET12-3	RETURNED ACH	-81.08
12/11/09	CKRET 12-2	RETURNED CHECK	-289.69
12/11/09	CKRET 12-3	RETURNED CHECK	-387.56
12/11/09	CKRET 12-4	RETURNED CHECK	-178.46
12/11/09	CKRET 12-5	RETURNED CHECK	-150.00
12/14/09	CKRET 12-6	RETURNED CHECK	-339.38
12/18/09	CKRET 12-7	RETURNED CHECK	-161.90
12/21/09	CKRET 12-8	RETURNED CHECK	-150.09
12/21/09	CK RET 12-9	RETURNED CHECK	-137.00
12/22/09	CKRET 12-10	RETURNED CHECK	-38.36
12/23/09	CKRET 12-11	RETURNED CHECK	-121.00
12/23/09	CKRET 12-12	RETURNED CHECK	-270.49
12/24/09	CKRET 12-13	RETURNED CHECK	-113.02
12/24/09	CKRET 12-14	RETURNED CHECK	-164.60
12/31/09	Dir Dep 01	Alvarez, Abel	-3,637.72
12/31/09	Dir Dep 02	Brill, Kelly L.	-4,184.41
12/31/09	Dir Dep 03	Buck, Cathy L.	-6,379.70

Date	Num	Name	Amount
12/31/09	Dir Dep 04	Castro, Kevin G.	-3,790.57
12/31/09	Dir Dep 05	Chavez, Jr., Manuel T.	-4,939.83
12/31/09	Dir Dep 06	Eclarin, Ernesto P.	-4,410.75
12/31/09	Dir Dep 07	Estrada, Thomas A.	-3,248.32
12/31/09	Dir Dep 08	Filice, James L.	-7,554.09
12/31/09	Dir Dep 09	Girouard, Kenneth R.	-6,446.53
12/31/09	Dir Dep 10	Hagins, Patrick M.	-4,239.68
12/31/09	Dir Dep 11	Imperatrice, Patrick L.	-4,975.21
12/31/09	Dir Dep 12	Jackson, Patrick W.	-6,841.10
12/31/09	Dir Dep 13	Nelson, Marsha A.	-3,528.70
12/31/09	Dir Dep 14	Norman, III, Walter R.	-5,215.13
12/31/09	Dir Dep 15	Padilla, David	-4,951.60
12/31/09	Dir Dep 16	Porteur, Carol A.	-3,262.20
12/31/09	Dir Dep 17	Watson, Scott A.	-3,439.16
12/31/09	Dir Dep 18	Yamaoka, Bryan M.	-8,481.55
12/31/09	Dir Dep 19	Zavala, Anabel G.	-3,951.37
1/8/10	DirDepB1	Hailstone, Stephen B. (Dir. Dep.)	-200.00
1/8/10	DirDepB2	Keck, Doug (Dir. Dep.)	-100.00
1/8/10	DirDepB3	Meraz, David (Dir. Dep.)	-100.00
1/8/10	DirDepB4	Wiener-Smolka, Laura S. (Dir. Dep.)	-200.00
12/11/09	14444	HSR, Inc.	-64,237.89
12/16/09	14445	All Star Ready Mix, LLC	-330.31
12/16/09	14446	Anthem Blue Cross of California	-12,774.00
12/16/09	14447	Bianchi Kasavan & Pope, LLP	-847.36
12/16/09	14448	Calif. Dept. of Public Health - OCP	-495.00
12/16/09	14449	City of Hollister-Finance Dept	-286,408.59
12/16/09	14450	CWEA Membership- TCP	-264.00
12/16/09	14451	EBCO Pest Control	-55.00
12/16/09	14452	Enterprise Electrical Services	-2,627.86
12/16/09	14453	Hollister-Sunnyslope W. T. A.	-12,760.46
12/16/09	14454	Judy's Gifts & Awards	-9.63
12/16/09	14455	Kennedy/Jenks Consultants	-16,074.98
12/16/09	14456	Mark Nicholson, Inc.	-889.75
12/16/09	14457	P G & E	-16,994.25
12/16/09	14458	Personnel Concepts	-218.28
12/16/09	14459	RMC Water and Environment	-7,495.00
12/16/09	14460	Sage Software, Inc.	-695.79
12/16/09	14461	San Benito Bank - \$1M Loan Pmts	-42,548.63
12/16/09	14462	Toro Petroleum Corp.	-1,129.25
12/16/09	14463	Water Education Foundation	-365.00
12/22/09	14464	A-1 Services	-353.00
12/22/09	14465	Auto Tech Service Center, Inc.	-166.58
12/22/09	14466	Electrical Distributors Co.	-68.01
12/22/09	14467	First Trust Alarm Company	-290.00
12/22/09	14468	Hawkins Traffic Safety Supply Inc	-2,017.11
12/22/09	14469	John Smith Landfill	-33.28
12/22/09	14470	Postmaster	-307.48
12/28/09	14471	Bartle Wells Associates	-8,382.34
12/28/09	14472	David J Powers & Associates, Inc.	-4,392.00
12/28/09	14473	Enterprise Electrical Services	-18.50
12/28/09	14474	Monterey Bay Office Products	-699.11
12/28/09	14475	Noland Hamerly Etienne & Hoss	-6,587.48
12/28/09	14476	State Water Resources Control Board-AFRS	-3,985.00
12/28/09	14477	Toro Petroleum Corp.	-1,446.90
12/28/09	14478	Tygris Vendor Finance	-257.85
12/28/09	14479	Union Bank of CA, Corp Trust Division	-1,000.00
12/30/09	14480	BAC (Beneficial Administration Company)	-288.51
12/30/09	14481	Ben-e-lect	-305.00
12/30/09	14482	CalPERS - Retirement	-35,067.43
12/30/09	14483	Fort Dearborn Life Insurance Co.	-218.50
12/30/09	14484	Premier Access Insurance Co.	-2,725.17
12/30/09	14485	State Comp. Insurance Fund	-3,983.42
12/30/09	14486	Sterling HSA	0.00
12/31/09	14487	Employment Dev. Dept. (EDD) DE88 Pmts.	-8,600.86
12/31/09	14488	San Benito Bank	-19,024.94
12/31/09	14489	CalPERS - Retirement	-1,587.18

Date	Num	Name	Amount
12/31/09	14490	Nationw ide Retirements Solutions	0.00
12/31/09	14491	Sterling HSA	0.00
12/31/09	14492	AT&T	-293.11
12/31/09	14493	Razzolink.com	-90.77
12/31/09	14494	South Valley New spapers (Main St Media)	-229.10
12/31/09	14495	Union Bank of California, N.A.	-680.25
12/29/09	14496	Sterling HSA	-961.70
12/31/09	14497	Nationw ide Retirements Solutions	-16,332.06
12/31/09	14498	Sterling HSA	-87.50
12/30/09	14499	JANICE FALCONI	-150.00
12/31/09	14500	Postmaster	-1,715.86
12/31/09	14501	Nelson, Marsha A.	-92.53
1/4/10	14502	Brigantino Irrigation	-10.65
1/4/10	14503	Ferguson Enterprises, Inc.	-122.93
1/4/10	14504	Hollister Auto Parts, Inc.	-75.80
1/4/10	14505	ltron, Inc.	-1,644.95
1/4/10	14506	Mid Valley Supply	-73.93
1/4/10	14507	Mission Uniform Service	-472.64
1/4/10	14508	Palace Art & Office Supply	-639.80
1/4/10	14509	San Benito Tire, Inc.	-15.00
1/4/10	14510	Verizon Wireless	-135.87
1/4/10	14511	Wright Bros. Indust. Supply	-32.89
1/5/10	14512	American Water Works Assoc. CA-NV Section	-340.00
1/5/10	14513	Calif. Dept. of Public Health - OCP	-195.00
1/5/10	14514	Leadership San Benito County	-120.00
1/5/10	14515	Mike Wolf	-200.00
1/5/10	14516	PAPA	-140.00
1/5/10	14517	South Valley Internet, Inc.	-17.95
1/5/10	14518	State Water Resources Control Board-OOC	-530.00
1/6/10	14519	Ace Hardw are (Johnson Lumber Co.)	-736.98
1/6/10	14520	Anderson, Daw n V.	-100.00
1/6/10	14521	Anthem Blue Cross of California-Jackson	-464.00
1/6/10	14522	B.W.S. Distributors, Inc.	-260.89
1/6/10	14523	Brigantino Irrigation	-47.48
1/6/10	14524	Groeniger & Company	-414.25
1/6/10	14525	Hach Company	-301.93
1/6/10	14526	Hollister Auto Parts, Inc.	-57.44
1/6/10	14527	Hollister Safe & Lock Inc.	-792.06
1/6/10	14528	Independent Business Forms, Inc.	-68.21
1/6/10	14529	Mc Donald Landscaping	-283.50
1/6/10	14530	Mc Master-Carr	-46.69
1/6/10	14531	Mission Uniform Service	-120.45
1/6/10	14532	Nelson, Marchel	-100.00
1/6/10	14533	Norcal Waste of San Benito County	-116.94
1/6/10	14534	Northern Safety Co.	-286.72
1/6/10	14535	Radio Shack (Crystal T.V.)	-15.49
1/6/10	14536	RMC Water and Environment	-9,613.16
1/6/10	14537	San Benito Bank-Medical Exp.	-500.00
1/6/10	14538	San Benito County Clerk	-8.00
1/6/10	14539	San Benito County Water District	-196.75
1/6/10	14540	Sierra Chemical Co.	-280.77
1/8/10	14541	Petty Cash	-81.81
1/11/10	14542	Anthem Blue Cross of California	-14,213.00
1/11/10	14543	City of Hollister-Finance Dept	-1,200.00
1/11/10	14544	CM Analytical, Inc.	-13,005.00
1/11/10	14545	Corbin Willits Systems, Inc. (MOM's)	-65.00
1/11/10	14546	CSK Auto / Pro Shop	-106.41
1/11/10	14547	EBCO Pest Control	-55.00
1/11/10	14548	Hollister-Sunnyslope W. T. A.	-35,920.52
1/11/10	14549	Mc Kinnon Lumber Co., Inc.	-115.36
1/11/10	14550	P G & E	-19,837.91
1/11/10	14551	San Benito Engineering & Surveying Inc.	-1,955.00
1/11/10	14552	Toro Petroleum Corp.	-1,454.93
1/11/10	14553	U.S. Bank Corporate Payment Systems	-852.02
1/11/10	14554	USA Bluebook	-70.79
12/18/09	14555	ALVARO AMADOR	-23.64

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
12/18/09	14556	ANDERSON HOMES	-113.02
12/18/09	14557	EDWARD D ARRATIA	-132.73
12/18/09	14558	BLACK SQUARE REAL ESTATE	-78.12
12/18/09	14559	GEORGE & MARIA CARREIRA	-92.86
12/18/09	14560	JEANNETTE DAVIS	-40.00
12/18/09	14561	DAVID DUARTE	-174.27
12/18/09	14562	ERA STEINBECK REAL ESTATE	-150.00
12/18/09	14563	DODIE GAINES	-81.49
12/18/09	14564	RICHARD GONZALES	-99.90
12/18/09	14565	ISRAEL GONZALEZ	-78.87
12/18/09	14566	PINNACLE REALTY	-50.00
12/18/09	14567	ROBERTO SALAZAR	-23.68
12/18/09	14568	PETER VAN DAM	-98.94
12/18/09	14569	VANCO REAL ESTATE	-15.56
11/25/09 - 12/29/09	1280-1283	Total Disbursements - Medical Cking	-282.48
		Total Disbursements	<u>-796,881.21</u>

Upon motion made by Director Meraz, seconded by Director Anderson, and carried 4-0, the Board approved the disbursements as presented.

L. DISTRICT COUNSEL REPORT: No report.

DISTRICT ENGINEER REPORT: Engineer Girouard reported that negotiations with Mr. Hilden were moving along towards settlement and once the District reached an agreement with Mr. Hilden, staff would begin the CEQA process to complete the real estate transaction.

Engineer Girouard also reported that the Governance Committee's groundwater treatment report has been received; the report includes the Brigantino and Campisi properties; and that coordination will begin with the City, HDR Consultants, and San Benito County Water District. He also advised that he is preparing an annual wastewater report for submission to the Regional Board.

M. GENERAL MANAGER REPORT: No report.

N. FUTURE MEETINGS/ AGENDA ITEMS: Future agenda items include the Hilden property agreement and Amended Resolution 512.

O. ADJOURN: Upon motion made by Director Anderson, seconded by Director Meraz, and unanimously carried, the meeting was adjourned at 6:12 p.m.

Next regular Board meeting: Thursday, February 11, 5:15 p.m.

APPROVED BY THE BOARD: s/Douglas C. Keck
Douglas C. Keck, President

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