

**MINUTES**  
**BOARD OF DIRECTORS**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**Regular Meeting**  
**November 13, 2013**

- 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: Present:** President Dave Meraz; Directors Kathleen Hill, John M. Johnson, and Danny Villalon. **Absent:** Director Dave Clapham.
- C. PLEDGE OF ALLEGIANCE:** Director Johnson led Directors, staff, and public in the Pledge of Allegiance.
- D. APPROVAL OF AGENDA:** Upon motion made by Director Hill, seconded by Director Johnson, and carried 4-0 (Director Clapham absent), the agenda was approved as presented.
- E. 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 from the public.

**Staff present for Open Session:** General Manager/Secretary Don Ridenhour; Attorney David Laredo; Executive Assistant/Stenographer Carol Porteur; Finance and Human Resource Manager Cathy Buck and Water/Wastewater Superintendent Jim Filice.

**Others present:** A group of San Benito High School students.

**F. CONSENT AGENDA:**

1. Approval of Minutes — for the Regular Meeting of October 9, 2013.

Upon motion made by Director Villalon, seconded by Director Hill, and carried 4-0 (Director Clapham absent), the Board approved the minutes of the October 9, 2013 meeting.

2. Allowance of Claims – to ratify disbursements for the period October 3 through November 6, 2013 totaling \$1,247,681.71, which includes \$890,937.62 for employee compensation and payments to vendors, \$322,580.75 paid to the City of Hollister for payments collected on their customer’s sewer billings, and \$34,163.34 for customer refunds and deductions for checks returned for insufficient funds. The last check written as of November 4, 2013 was #19089. The list of disbursements is as follows:

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/15/13	ACH 0497	EFTPS	-156.10
10/03/13	ACH 0498	Merchant Services	-656.86
10/03/13	ACH 0499	RETURNED CHECK (Ret Ck 10-01)	-31,691.47
10/10/13	ACH 0500	RETURNED CHECK (Ret Ck 10-02)	-321.00
10/11/13	ACH 0501	RETURNED CHECK (Ret Ck 10-03)	-186.16
10/15/13	ACH 0502	RETURNED CHECK (Ret Ck 10-04)	-404.24
10/31/13	ACH 0503	EFTPS	-22,288.04
10/15/13	ACH 0504	RETURNED CHECK (Ret Ck 10-05)	-325.00
10/16/13	ACH 0505	RETURNED CHECK (Ret Ck 10-06)	-302.39
10/18/13	ACH 0506	RETURNED CHECK (Ret Ck 10-07)	-108.82
10/17/13	ACH 0507	RETURNED ACH (Ret ACH 10-01)	-131.19
10/22/13	ACH 0508	RETURNED CHECK (Ret Ck 10-08)	-135.89
10/30/13	ACH 0509	Local Agency Investment Fund (LAIF)	-500,000.00
10/15/13	DD 0958	Clapham, David G	-92.35

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
10/15/13	DD 0959	Johnson, John M	-182.70
10/15/13	DD 0960	Meraz, David E	-92.35
10/15/13	DD 0961	Villalon, Daniel	-67.35
10/31/13	DD 0962	Alvarez, Abel	-4,463.89
10/31/13	DD 0963	Brill, Kelly L.	-4,492.86
10/31/13	DD 0964	Buck, Cathy L.	-6,876.98
10/31/13	DD 0965	Castro, Kevin G.	-5,017.14
10/31/13	DD 0966	Chavez, Jr., Manuel T.	-5,927.61
10/31/13	DD 0967	Eclarin, Ernesto P.	-4,828.36
10/31/13	DD 0968	Estrada, Thomas A.	-4,412.36
10/31/13	DD 0969	Filice, James L.	-6,650.73
10/31/13	DD 0970	Girouard, Kenneth R.	-6,699.04
10/31/13	DD 0971	Hagins, Patrick M.	-4,702.91
10/31/13	DD 0972	Jackson, Patrick W.	-6,309.01
10/31/13	DD 0973	Malko, Kim A.	-1,480.61
10/31/13	DD 0974	Norman, III, Walter R.	-5,102.28
10/31/13	DD 0975	Padilla, David	-5,072.62
10/31/13	DD 0976	Porteur, Carol A.	-4,109.60
10/31/13	DD 0977	Ridenhour, Donald G	-9,946.53
10/31/13	DD 0978	Watson, Scott A.	-5,330.47
10/31/13	DD 0979	Zavala, Anabel G.	-4,159.46
10/07/13	18953	Ace Hardware (Johnson Lumber Co.)	-242.70
10/07/13	18954	AT&T	-379.35
10/07/13	18955	AutomationDirect.com	-1,716.00
10/07/13	18956	CM Analytical, Inc.	-1,370.00
10/07/13	18957	Corix Water Products	-4,151.22
10/07/13	18958	Don Chapin Co. Inc., The	-140.00
10/07/13	18959	Downtown Automotive	-36.75
10/07/13	18960	Everbank Commercial Finance, Inc.	-224.60
10/07/13	18961	Ferguson Enterprises, Inc.	-248.54
10/07/13	18962	Hollister Auto Parts, Inc.	-28.92
10/07/13	18963	Independent Business Forms, Inc.	-130.97
10/07/13	18964	Itron, Inc.	-730.23
10/07/13	18965	Mc Kinnon Lumber Co., Inc.	-134.50
10/07/13	18966	Void	0.00
10/07/13	18967	Mid Valley Supply	-1,565.37
10/07/13	18968	Mission Uniform Service	-576.88
10/07/13	18969	O'Reilly Auto Parts	-19.51
10/07/13	18970	P G & E	-27,052.78
10/07/13	18971	Palace Art & Office Supply	-1,470.61
10/07/13	18972	Postal Graphics (was Post Net)	-27.10
10/07/13	18973	Power Equipment Co.	-82.94
10/07/13	18974	Quinn Company	-444.90
10/07/13	18975	R.F. MacDonald Co.	-152.01
10/07/13	18976	Recology San Benito County	-124.80
10/07/13	18977	San Benito County Water District	-460.25
10/07/13	18978	San Benito Tire, Inc.	-15.00
10/07/13	18979	Sierra Chemical Co.	-1,915.13
10/07/13	18980	South Valley Internet, Inc.	-20.45
10/07/13	18981	South Valley Newspapers (Main St Media)	-550.43
10/07/13	18982	Staples Advantage	-158.71
10/07/13	18983	U.S. Bank Corporate Payment Systems	-2,084.51
10/07/13	18984	Underground Service Alert	-139.50
10/07/13	18985	Verizon Wireless	-329.09
10/07/13	18986	Wright Bros. Indust. Supply	-61.01
10/07/13	18987	Wright Bros. Welding & Sheet Metal, Inc.	-142.29
10/07/13	18988	Mc Master-Carr	-104.69
10/14/13	18989	Hill, Kathleen A	-52.54
10/14/13	18990	Johnson, John M	-59.55
10/14/13	18991	Villalon, Daniel	-84.14
10/14/13	18992	A Tool Shed	-179.02
10/14/13	18993	Auto Tech Service Center, Inc.	-802.88

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/14/13	18994	B.W.S. Distributors, Inc.	-73.57
10/14/13	18995	Bianchi Kasavan & Pope, LLP	-1,482.08
10/14/13	18996	CM Analytical, Inc.	-9,127.50
10/14/13	18997	Downtown Automotive	-242.70
10/14/13	18998	EBCO Pest Control	-55.00
10/14/13	18999	Everbank Commercial Finance, Inc.	-226.87
10/14/13	19000	Fastenal Company	-15.46
10/14/13	19001	Greenwood Chevrolet	-119.07
10/14/13	19002	Mark Nicholson, Inc.	-4,312.00
10/14/13	19003	Monterey Bay Systems	-2,621.11
10/14/13	19004	Razzolink.com	-395.41
10/14/13	19005	Staples Advantage	-12.56
10/14/13	19006	Toro Petroleum Corp.	-1,598.29
10/15/13	19007	Hill, Kathleen A	-162.70
10/21/13	19008-19022	VOID (due to ink blotches by the Printing Co.)	0.00
10/21/13	19023	A-1 Services	-718.00
10/21/13	19024	All Star Ready Mix, LLC	-842.74
10/21/13	19025	Auto Tech Service Center, Inc.	-33.63
10/21/13	19026	B.W.S. Distributors, Inc.	-73.57
10/21/13	19027	Bianchi Kasavan & Pope, LLP	-2,618.00
10/21/13	19028	Bracewell Engineering, Inc.	-252.00
10/21/13	19029	Calcon System, Inc.	-5,440.00
10/21/13	19030	Calif. Dept. of Public Health	-5,603.57
10/21/13	19031	City of Hollister-Finance Dept	-322,580.75
10/21/13	19032	CM Analytical, Inc.	-3,910.00
10/21/13	19033	De Lay & Laredo	-2,000.00
10/21/13	19034	Hach Company	-110.77
10/21/13	19035	Hollister-Sunnyslope W. T. A.	-18,573.92
10/21/13	19036	J L Wingert Co.	-519.96
10/21/13	19037	NH3 Service Company	-464.80
10/21/13	19038	North Bay Pensions	-1,500.00
10/21/13	19039	San Benito County Water District-Pumping	-24,618.36
10/21/13	19040	USA BlueBook	-159.22
10/23/13	19041	Postmaster	-262.52
10/28/13	19042	CARY & KAREN VEA	-8.57
10/28/13	19043	NICOLE & ADRIAN ARIAS	-38.42
10/28/13	19044	ROSE BISHOP	-116.39
10/28/13	19045	JENNY BROWNFIELD	-71.23
10/28/13	19046	JAMES PAPPANI	-24.16
10/28/13	19047	KEVIN MCMILLIN	-55.79
10/28/13	19048	CHARLES MORESCO	-150.00
10/28/13	19049	LAWRENCE & MICHELE INGRAM	-92.62
10/28/13	19050	AT&T	-283.39
10/28/13	19051	Brigantino Irrigation	-114.01
10/28/13	19052	Hach Company	-321.21
10/28/13	19053	Hollister Auto Parts, Inc.	-90.03
10/28/13	19054	Mc Kinnon Lumber Co., Inc.	-496.93
10/28/13	19055	Muenzer's Cyclery & Sports Center, Inc.	-32.55
10/28/13	19056	Palace Art & Office Supply	-564.29
10/28/13	19057	Razzolink.com	-115.90
10/28/13	19058	San Benito County-Tax Collector	-555.04
10/28/13	19059	San Benito Tire, Inc.	-489.40
10/28/13	19060	Toro Petroleum Corp.	-1,473.20
10/31/13	19061	Employment Dev. Dept. (EDD) DE88 Pmts.	-8,215.27
10/31/13	19062	CalPERS - Retirement	-2,623.18
10/31/13	19063	Nationwide Retirements Solutions	-13,111.74
10/31/13	19064	CalPERS - Health Insurance	-13,157.88
10/31/13	19065	CalPERS - Retirement	-30,355.05
10/31/13	19066	Fort Dearborn Life Insurance Co.	-288.00
10/31/13	19067	HealthSmart Benefit Solutions, Inc. (VSP)	-327.32
10/31/13	19068	Premier Access Insurance Co.	-3,156.68
10/31/13	19069	Postmaster	-1,821.02

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/31/13	19070	Petty Cash	-9.53
11/04/13	19071	Ace Hardware (Johnson Lumber Co.)	-367.16
11/04/13	19072	AT&T	-376.60
11/04/13	19073	Corix Water Products	-1,113.88
11/04/13	19074	Everbank Commercial Finance, Inc.	-224.60
11/04/13	19075	Gabilan Welding, Inc.	-25.80
11/04/13	19076	Hollister Auto Parts, Inc.	-179.69
11/04/13	19077	Hollister Safe & Lock Inc.	-1,142.51
11/04/13	19078	Mark Nicholson, Inc.	-4,444.00
11/04/13	19079	Mission Uniform Service	-715.35
11/04/13	19080	NH3 Service Company	-414.40
11/04/13	19081	Void	0.00
11/04/13	19082	P G & E	-32,752.94
11/04/13	19083	Postal Graphics (was Post Net)	-90.73
11/04/13	19084	Postmaster	-51.60
11/04/13	19085	Power Equipment Co.	-26.91
11/04/13	19086	RMC Water and Environment	-12,155.13
11/04/13	19087	San Benito Tire, Inc.	-795.66
11/04/13	19088	Sierra Chemical Co.	-1,094.76
11/04/13	19089	Verizon Wireless	-1,890.82
<b>Total Disbursements</b>			<b><u>-1,247,681.71</u></b>

Upon motion made by Director Villalon, seconded by Director Johnson, and carried 4-0 (Director Clapham absent), the Board approved the allowance of claims from October 3 through November 6, 2013.

**G. NEW BUSINESS:**

**1. CONSIDER APPROVAL OF THE ASSISTANT/ASSOCIATE ENGINEER JOB DESCRIPTION AND COMPENSATION AND AUTHORIZE THE GENERAL MANAGER TO ADVERTISE AND FILL THE POSITION:** General

Manager/Secretary Ridenhour explained that in August 2013, the Board approved Ordinance No. 76 amending the District organization and including the creation of the Assistant/Associate Engineer position. This position will replace the District Engineer position being vacated by Engineer Girouard when he retires at the end of November. Mr. Ridenhour stated that the position of Assistant Engineer or Associate Engineer will depend on the experience, engineer license, and skills of the candidate selected for the position. The Personnel Committee has met and reviewed the proposed job description and reviewed the compensation of the position in comparison to several other agencies. Based on the comparison of similar positions with water, city, and county agencies, the recommended monthly salary for the Assistant Engineer will range from \$4,600 - \$6,473, and the Associate Engineer position will range from \$6,300 - \$8,041. The starting salary will be negotiated by the District and will depend on the candidate's experience. General Manager/Secretary Ridenhour stated that he would like to begin advertising for the position in November and close in December, with anticipation of filling the position after interviews in January 2014.

General Manager/Secretary Ridenhour stated that an Assistant Engineer must work under a licensed professional Engineer, which Mr. Ridenhour is, to be able to receive their own license. Therefore, hiring an Assistant Engineer for a lesser salary could be beneficial for the District depending on the applicant's qualifications.

Upon motion made by Director Hill, seconded by Director Villalon and carried 4-0 (Director Clapham absent), the Board approved the Assistant/Associate Engineer job description and compensation and authorized the General Manager to advertise and fill the position.

**2. CONSIDER AUTHORIZATION OF A CONTRACT WITH A CONSULTING FIRM TO CONDUCT A COMPENSATION SURVEY OF THE DISTRICTS JOB CLASSIFICATIONS:**

General Manager/Secretary Ridenhour explained that the Personnel Committee has requested a full compensation study of several District job classifications be done prior to the employee contract negotiations in 2014, to determine how the District's compensation compares to other agencies. Mr. Ridenhour stated that conducting a compensation survey every so often is recommended in the District's strategic plan. A request for proposals was mailed in September and only one response was received. In October, proposal requests were mailed to additional firms and a total of two proposals were received, one from Koff & Associates and the other from Bryce Consulting.

General Manager/Secretary Ridenhour stated that both were reviewed by the Personnel Committee and the committee has recommended Bryce Consulting. Mr. Ridenhour has called on the references and has received good reviews for both firms.

Upon motion made by Director Villalon, seconded by Director Johnson and carried 4-0 (Director Clapham absent), the Board authorized the General Manager to contract with Bryce Consulting to conduct a compensation survey of the District's job classifications.

**3. CONSIDER AUTHORIZING BOARD MEMBERS TO ATTEND THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 5 BRIEFING ON THE STATEWIDE WATER ACTION PLAN ON NOVEMBER 15, 2013 IN OAKLAND, CALIFORNIA:**

General Manager/Secretary Ridenhour stated that the Association of California Water Agencies (ACWA) is holding regional briefings throughout the State to share the Statewide Water Action Plan developed by ACWA and submitted to the Governor in October, as the water community's recommended water plan for California. The plan was developed by ACWA with the State's overall water supply reliability and ecosystem health in mind, and is requesting the District and others in the water community formally support the plan. ACWA Regions 1 & 5 is holding a briefing on the water action plan in Oakland on November 15<sup>th</sup> at the East Bay MUD offices. There is no charge for attending the briefing, but there may be lunch expense which would require Board approval for participation when representing the District in any official capacity and for reimbursement for any eligible expenses under District policy. Mr. Ridenhour stated that he will be driving a District vehicle to the meeting so there should not be any mileage expense. Directors Villalon and Johnson expressed interest in attending the briefing with Mr. Ridenhour.

Upon motion made by Director Hill, seconded by Director Johnson and carried 4-0 (Director Clapham absent), the Board Authorized the General Manager, Director Villalon, and Director Johnson to attend the Association of California Water Agencies Region 5 briefing on the Statewide Water Action Plan on November 15, 2013 in Oakland, California.

**4. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION TO PROVIDE WATER SERVICE TO SILVER OAKS DEVELOPMENT:**

General Manager/Secretary Ridenhour explained that Silver Oaks Development has requested water service for approximately 163 units, and a community center for senior housing on a 22.40 acre parcel. Mr. Ridenhour stated there has been discussion previously about the development of this property; however it was previously referred to as the Annotti property. The development is an "island" property that would be good for development and will help with the District's capital improvements. Sunnyslope County Water District (SSCWD) has the water production capacity to provide water service to this

proposed development. The developer would like to begin construction in 2014 with phases 1 and 2. The entire project will probably be built over a 3-year time period in five phases. If the City of Hollister approves the project, sewer service will be provided by the City, and if the District approves the project, the water service would be provided by SSCWD.

General Manager/Secretary Ridenhour explained that the water pressure within the proposed development is sufficient for both drinking water and fire sprinklers using a 1” meter for a single family residential unit. Water would initially be supplied by the District’s existing groundwater wells, and from the Lessalt Surface Water Treatment Plant. Eventually, this project would receive additional treated water from the future West Hills Surface Water Treatment Plant, which would be delivered by a new cross town pipeline.

The homes in the development would initially probably want water softeners, which would be allowed as long as they comply with the San Benito County Water Resources Association standards. Mr. Ridenhour added that no recycled water would be used in this development as there are no existing mains located near the project, and there is limited need for recycled water in this development.

The agreement grants the development a credit for \$21,500 in consideration for the developer increasing a 12” diameter water main to a 16” water main, at our request to accommodate future development. The 16” water main will eventually be used to carry treated surface water from the West Hills Surface Water Treatment plant from the west side of Airline Highway to the east side and into surrounding neighborhoods bordering the proposed development. The \$21,500 credit will be used by developer to offset costs incurred by SSCWD to provide legal, administrative, engineering, and construction inspection services.

Director Villalon commented that his concern with this development as it prevents future expansion of the hospital, and while this is not within the jurisdiction of the District, he was concerned and thought this should have been a consideration by the City Planning Department.

Upon motion made by Director Johnson, seconded by Director Hill and carried 4-0 (Director Clapham absent), the Board approved providing water service to Silver Oaks Development.

## **H. BOARD AND STAFF COMMITTEE STATUS REPORTS:**

- 1. Governance Committee:** Director Villalon reported no meeting was held. General Manager/Secretary Ridenhour stated that the next scheduled meeting is set for the second week in December.
- 2. Water/Wastewater Committee:** General Manager/Secretary Ridenhour reported the committee met on October 15<sup>th</sup> and discussed the request to extend an expired agreement regarding a pipeline paid for by Leal Vineyards; an update on the Lessalt Water Treatment Plant, stating that the contractor has begun to move equipment in and is looking to start work on November 18<sup>th</sup>. The committee also discussed the West Hills project and the struggles with the environmental review regarding the Tiger Salamander; the recycled water pipeline along Fairview Road, and the new proposed regulation for Chromium 6.
- 3. Finance Committee:** President Meraz reported no meeting held.
- 4. Policy and Procedure Committee:** General Manager/Secretary Ridenhour reported the

committee met on October 15<sup>th</sup> and reviewed the last sections of Chapter 4 of the Code book and has completed the revisions. The information is now ready to be reviewed by legal counsel.

5. **Personnel Committee:** General Manager/Secretary Ridenhour reported the committee met on October 5<sup>th</sup> and November 12<sup>th</sup> and discussed the Assistant/Associate Engineer job description and compensation.
6. **Water Resources Association of San Benito County:** Director Johnson reported that the committee met on November 7<sup>th</sup> and Shawn Novack discussed the upcoming projects and the budget.
7. **Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** General Manager/Secretary Ridenhour reported that Anderson Pacific is substantially complete with the project and just has a few punch list items to resolve. Mr. Ridenhour pointed out that we did not receive a bill for October from Anderson Pacific, and the District still has the 5% retention that we are holding until the project is complete. Staff has discussed putting a conference call through to the State Revolving Fund to discuss what is needed to submit for reimbursement for the change orders approved as part of the project.
8. **District Operation Summary, Statement of Income, and Investment Summary; Hollister-Sunnyslope Water Treatment Agency Investment and Disbursement Summaries; District Maintenance, Meter Reading, and Well Groundwater Level Reports:** Finance and Human Resource Manager Cathy Buck prepared a narrative report on the District's Operations Summary (for October 31, 2013), Statement of Income (for September 30, 2013), and Investment Summary (for October 31, 2013). Ms. Buck pointed out that the District has received four connection fees in October and that about 19% of our customers have signed up for our various automatic payment services. Director Hill inquired about the water sales being up and the sewer revenue going down and Ms. Buck explained that has to do with the consumption factor for the sewer, and last year customers did more outside watering during the winter months which increased their sewer charge and this year their usage has gone down.

The District's Investment Summary report reflects the total cash balance as of October 31, 2013 of \$4,219,491.71 which includes four-months earned interest totaling \$1,962.55.

The Board reviewed the Hollister-Sunnyslope Water Treatment Agency's Investment Summary ending October 31, 2013, which reflects a cash balance total of \$1,118,375.77, which includes \$1,311.70 fiscal year-to-date (eight month's) interest earned. President Meraz asked if this Investment Summary would be the last one for Hollister-Sunnyslope Water Treatment Agency (WTA), and General Manager/Secretary Ridenhour responded that although there may not be any activity for the WTA, the reports will continue to be generated until the agency is dissolved. Mr. Ridenhour stated that he is trying to schedule a joint meeting with the City of Hollister Council in January to dissolve the WTA. Cathy Buck added, that before dispersing the funds between the City of Hollister and Sunnyslope County Water District, we will need to review any committed contracts with outstanding balances that need to be paid.

The Board reviewed Hollister-Sunnyslope Water Treatment Agency's Disbursement Summary, for the period of October 3, 2013 to November 6, 2013 totaling \$16,133.53.

Jim Filice reviewed the October 2013 Maintenance Staff Report and responded to Director Hill's question regarding #16, completed 5 tours of the plant for R.O. Hardin School and explained that Shawn Novack from the Water Resources Agency is the one that organizes the tours.

During review of the Meter Reading Report for the period September 11, 2013 to

October 14, 2013, Jim Filice noted the intertie meter data indicates the City received 10.8% of Lessalt water, while the District received 89.2%. Mr. Filice stated that the City of Hollister is paying back a little more of the water owed to Sunnyslope.

Jim Filice reviewed the groundwater level report and noted that the wells are holding steady.

- 9. Active Tasks Update:** General Manager/Secretary Ridenhour reported that he has received a notice from the San Benito County Grand Jury and they will be reviewing Sunnyslope County Water District this year. Mr. Ridenhour explained that the extension to the Disinfection Byproduct Rule has been granted by the State Department of Public Health with the condition that the District hold a public hearing explaining the water quality requirements to our customers, which he plans to hold at the December Board meeting. Mr. Ridenhour explained that a mailer regarding the Lessalt WTP Upgrade and the Public Hearing on the Disinfection Byproduct Rule extension is being prepared and will be sent out with the November billing. General Manager/Secretary Ridenhour explained that he is continuing to negotiate the groundwater exchange agreement between the City of Hollister and Sunnyslope Water with the interim City Manager.

#### **I. BOARD AND STAFF REPORTS**

1. **Directors:** No report.
2. **District Counsel:** No report.
3. **District Engineer:** No report (Mr. Girouard absent).
4. **Finance-HR Manager:** No report.
5. **General Manager:** No report.

- J. FUTURE AGENDA ITEMS:** Future agenda items: Public Hearing for the Disinfection Byproduct Rule extension; and adoption of a resolution supporting the Association of California Water Agencies Statewide Water Action Plan.

- K. ADJOURN:** Upon motion made by Director Hill, seconded by Director Johnson, and carried 4-0 (Director Clapham absent), the meeting was adjourned at 6:33 p.m.

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

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