

MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Regular Meeting
November 8, 2012

- 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 Dawn Anderson, Dave Clapham, Kathleen Hill, and Danny Villalon.
- C. 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.
- D. CLOSED SESSION:** None; skip to agenda item H.
- E. CALL REGULAR MEETING TO ORDER:** N/A, see agenda item A above.
- F. ROLL CALL:** N/A, see agenda item B above.

Staff present for Open Session: General Manager/Secretary Don Ridenhour; Attorney David Laredo; Executive Assistant/Stenographer Carol Porteur; District Engineer Ken Girouard; Finance & Human Resources Manager Cathy Buck; and Water Superintendent Jim Filice.

Others present: John Johnson, and Heidi Quinn of De Lay & Laredo, Attorneys at Law.

- G. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION:** N/A.
- H. APPROVAL OF AGENDA:** Director Hill requested the Pledge of Allegiance be added to the agenda. The Pledge of Allegiance was then conducted. Upon motion made by Director Villalon, seconded by Director Anderson, and unanimously carried, the agenda was approved adding the Pledge of Allegiance.
- I. APPROVAL OF MINUTES:** Upon motion made by Director Hill, seconded by Director Clapham, and unanimously carried, the Board approved the minutes of the October 9, 2012 and October 10, 2012 Special meetings and the October 11, 2012 Regular meeting as presented.
- J. OLD BUSINESS:** None.
- K. NEW BUSINESS:**
- 1. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION ON AN AGREEMENT FOR LEGAL SERVICES WITH DE LAY & LAREDO, ATTORNEYS AT LAW AND APPOINT DAVID LAREDO THE DISTRICT'S GENERAL COUNSEL AND HEIDI QUINN AS THE DISTRICT'S ASSISTANT GENERAL COUNSEL:** President Meraz welcomed the District's new legal counsel, David Laredo with De Lay & Laredo, Attorneys at Law. Mr. Laredo will be the General Counsel with Heidi Quinn as the District's Assistant General Counsel, alternating attending the District's monthly meetings.

Director Hill commented that the negotiated contract was a two-year agreement for legal services at \$2,000 per month for legal representation up to 12 hours per month, and additional hours will be billed at \$235 per hour. General Manager/Secretary Ridenhour stated that the quantity of monthly hours and retained services needed by the District will be reviewed in June of 2013 and may be adjusted if approved by the Board and De Lay & Laredo. Attorney Laredo added that termination may be done at any time by a vote of four or more Directors.

Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried, the Board approved entering the agreement for legal services with De Lay & Laredo, Attorneys at Law to serve as the District's General Counsel.

2. RECEIVE, REVIEW, AND DISCUSS, AN UPDATE ON THE HOLLISTER URBAN AREA WATER AND WASTEWATER MASTER PLAN ACTIVITIES OF GENERAL CONSULTANT HDR AND DESIGN CONSULTANT

KENNEDY/JENKS: General Manager/Secretary Ridenhour explained that the Board of Directors requested an update on the Hollister Urban Area Water and Wastewater Master Plan (HUAWWMP) activities at a previous Board meeting. Mr. Ridenhour gave a summary of the primary work elements performed by HDR since Sunnyslope County Water District joined the Memorandum of Understanding (MOU) between the City of Hollister, San Benito County, and San Benito County Water District in 2008. He summarized the primary work of HDR as: development of the Hollister Urban Area Water and Wastewater Master Plan draft and final master plan including appendices; development of the Coordinated Water Supply and Treatment Plan draft and final coordinated plan including appendices; and Program Implementation Support. The highlights of the Program Implementation Support are: evaluation of water quality benefits and allocation of costs of treated surface water; preparation of draft institutional agreements and ongoing support of negotiation; development of a financial model to evaluate relative rate impacts of proposed program elements and evaluation of program financing needs and strategies; prepared Program Environmental Impact Report (PEIR); facilities planning for the West Hills Water Treatment Plant; development of technical materials for and review of the West Hills Water Treatment Plant Environmental Impact Report; conducted studies of water supply alternatives to supplement the existing USBR CVP water supply, including feasibility studies of the North County Groundwater Bank; coordination with on-going programs such as the 2010 Urban Water Management Plan and SSCWD's Ridgemark Wastewater Treatment Plant alternatives analysis; provided technical support and review of the Lessalt Water Treatment Plant Upgrades project; and preparation of public outreach materials and coordination with public outreach consultant.

General Manager/Secretary Ridenhour reported that since 2008, HDR's total billings are \$2,199,400, including sub consultant billing of \$190,200. HDR's net billings were approximately \$400,000 per year, of which Sunnyslope County Water District (SSCWD) has paid approximately 32%.

General Manager/Secretary Ridenhour reported on the primary work that Kennedy/Jenks has performed as well. Mr. Ridenhour summarized the work as: conducted Lessalt Water Treatment Plant pilot study; prepared both a preliminary design and final design of the Lessalt Water Treatment Plant upgrade; and prepared the design of the pump station and Fairview Road pipeline. Since 2009, Kennedy/Jenks total billings were \$720,975, of which SSCWD has paid approximately \$408,466 or 57%. Mr. Ridenhour stated that SSCWD will have the opportunity to capitalize much of the costs paid to date to HDR and to Kennedy/Jenks when the inter-agency Water Supply and Treatment Agreement between the City of Hollister, San Benito County Water District, and Sunnyslope County

Water District are complete. Financing of the design work and actual construction costs by San Benito County Water District is anticipated in the three-party agreement and will result in SSCWD and the City of Hollister being reimbursed the expended funds, resulting in the costs being financed over a 20 to 30 year period.

At the conclusion of the update, no action was needed or taken.

- 3. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION TO APPROVE SUNNYSLOPE COUNTY WATER DISTRICT'S 32% SHARE (\$749,760) OF THE PROFESSIONAL SERVICES CONTRACT AMENDMENT NO. 4 WITH HDR ENGINEERING, INC. FOR MASTER PLAN IMPLEMENTATION PROGRAM MANAGEMENT SERVICES FROM NOVEMBER 2012 THROUGH JUNE 30, 2014 FOR AN AMOUNT NOT TO EXCEED \$2,343,000:** General Manager/Secretary Ridenhour explained that HDR has submitted Amendment No.4 to the Master Plan Implementation Support Services Contract to provide continued consulting engineering services to support the implementation of the Hollister Urban Area Water and Wastewater Master Plan (HUAWWMP) including the design of the West Hills Water Treatment Plant for an amount not to exceed \$2,343,000. The Governance Committee reviewed and approved Amendment No. 4 on October 24, 2012.

General Manager/Secretary Ridenhour stated that HDR Engineering's letter to the Governance committee explains that the work will be released in two Notices to Proceed. The first Notice to Proceed will cover continued support of ongoing program management and development of the institutional agreements for an amount not to exceed \$362,580. The second Notice to Proceed is anticipated in the spring of 2013, following completion and execution of the institutional agreements, and is predominantly for the design of the West Hills Water Treatment Plant and other construction management services for an amount not to exceed \$1,980,420.

General Manager/Secretary Ridenhour explained that the financial impact to Sunnyslope County Water District is not to exceed \$749,760. The institutional agreements between the City of Hollister (COH), San Benito County Water District (SBCWD), and Sunnyslope County Water District (SSCWD) are scheduled to be complete in January 2013 and will be presented to each agency for approval. It is anticipated that the institutional agreement will provide for the financing of the costs in the Amendment No. 4 and other design, engineering, and construction expenses by SBCWD.

President Meraz was concerned, that since the contract with HDR has been ongoing, was the price fair and reasonable. Director Villalon explained that the committee felt that HDR's rate was a basic engineering rate and if the committee was to seek new bids and find another firm, the project would have to start from the beginning with a new engineering firm on board.

Upon motion made by Director Villalon, seconded by Director Hill, and unanimously carried, the Board approved Sunnyslope County Water District's 32% share (\$749,760) of the Professional Services Contract Amendment No. 4 with HDR Engineering, Inc. for Master Plan Implementation Program Management Service from November 2012 through June 30, 2014 for an amount not to exceed \$2,343,000.

- 4. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION ON ORDINANCE NO. 72 TO REVISE THE DISTRICT'S WATER CODE CHAPTER 2.04.010 AND POLICY NO. 7100 MOVING THE REGULAR MEETING DATE OF THE BOARD OF DIRECTORS TO THE SECOND WEDNESDAY OF THE**

MONTH: The District's Policy No. 7100 and the District's Water Code 2.04.010 both specify the Regular Board of Directors Meeting are held on the second Thursday of the month. At the October 11, 2012 Board meeting, the Board requested modification of the ordinance and policy to reflect changing the Regular Board Meeting date from the second Thursday of the month to the second Wednesday of the month.

Upon motion made by Director Clapham, seconded by Director Anderson, and unanimously carried, the Board approved Ordinance No. 72 revising the District's Water Code Chapter 2.04.010 and revising Policy No. 7100 to move the regular meeting date of the Board of Directors to the second Wednesday of the month.

- 5. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION TO APPROVE RESOLUTION NO. 526 AUTHORIZING THE BORROWING OF \$2,000,000 FROM SANTA BARBARA BANK & TRUST FOR A LOAN FEE OF \$2,500, PLUS ANY LEGAL EXPENSES:** General Manager/Secretary Ridenhour explained that in July 2012, the Board approved the District entering into an agreement with Santa Barbara Bank & Trust for a \$2 million loan for a fee of \$2,500 for a construction line-of-credit during the construction of the Ridgemark Wastewater Treatment and Recycled Water Improvements Project. The Santa Barbara Bank & Trust's legal staff requested a resolution of the Board authorizing the signing of the documents and approving the loan.

Director Villalon inquired on the interest rate the District will be paying on the loan, and General Manager/Secretary Ridenhour stated the loan has a floor of 4% and explained that this loan would only be used if needed for the District's cash flow needs while waiting for State Revolving Fund reimbursements on the project.

Upon motion made by Director Hill, seconded by Director Anderson, and unanimously carried, the Board approved Resolution No. 526 authorizing the borrowing of \$2,000,000 from Santa Barbara Bank & Trust and authorized the President of the Board to sign the related documents accepting the loan for a fee of \$2,500 plus any legal expenses.

- 6. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION ON THE RIDGEMARK WASTEWATER TREATMENT AND RECYCLED WATER IMPROVEMENTS PROJECT STATUS REPORT AND PROGRESS PAYMENT REQUESTED BY ANDERSON PACIFIC FOR \$290,674.35:** Engineer Girouard summarized the progress made on the Ridgemark Wastewater Treatment and Recycled Water Improvements Project by Anderson Pacific from October 1, 2012 to October 31, 2012. He recommended approval of a progress payment, after retention of 5%, totaling \$290,674.35. Engineer Girouard noted that, in terms of cost expenditure to Anderson Pacific, this payment will bring completion of the project to approximately 75%.

Engineer Girouard reported that during the month of October, the contractor continued testing and troubleshooting the components of the Sequential Batch Reactor (SBR) and Sunnyslope personnel is continuing with training on the new system. Mr. Girouard reported that ponds 1 and 2 were removed from the wastewater treatment service and pond 1 continues to be used to treat sludge discharged from the SBR treatment process. Sludge removed from pond 2 was placed in pond 1, and then pond 2 was filled and compacted with imported soil from pond 6. In addition, portions of the main lift station were installed and tested. Engineer Girouard reported various computer controlled SCADA systems of the SBR unit, the main lift stations, and other equipment are being integrated into the District's overall SCADA system which allows staff, ITT Sanitaire, and HSI to access and address modifications remotely. Director Villalon inquired about the troubleshooting and if there were any issues, Mr. Girouard stated there was a problem

with the blowers being tripped due to overload when water was being switched from one tank to the other, but the problem has been corrected.

Engineer Girouard reported that the District has received reimbursement for all State Revolving Fund (SRF) disbursement requests submitted through October 3, 2012. Mr. Girouard stated the District has received approval of a four month extension from SRF for the completion of construction and initiation of operations on the Ridgemark Wastewater Treatment and Recycled Water Improvements Project which results in pushing out the date of first payment on the loan to September 30, 2014.

Upon motion made by Director Clapham, seconded by Director Villalon, and unanimously carried, the Board approved payment of invoice #108-16 for \$290,674.35 to Anderson Pacific.

7. RECEIVE, REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION ON THE FOLLOWING CHANGE ORDERS TO THE RIDGEMARK WASTEWATER TREATMENT AND RECYCLED WATER IMPROVEMENTS PROJECT:

- 1. CHANGE ORDER NO. 4 TO MODIFY THE SLUDGE DRYING BEDS, AND INCREASE THE CONTRACT BY A TOTAL OF \$15,761.23.**
- 2. CHANGE ORDER NO. 5 TO MODIFY THE BLOWER BUILDING ROOF, AND INCREASE THE CONTRACT BY A TOTAL OF \$9,579.87.**

Engineer Girouard explained that with Change Order No. 4, there were concerns with the design of the existing sludge drying beds being a checkerboard pattern of 6" thick unreinforced concrete modules connected together by metal dowels. The concern was, with heavy equipment being used to remove dried sludge from the surface, the potential of the corners of the individual slabs cracking is great, and the rising and falling of the modules would potentially break the connecting metal dowels. Mr. Girouard stated that staff discussed this concern with the design engineer and the structural engineer, and concluded that the 6" unreinforced concrete slab should be replaced by a thicker 8" reinforced concrete slab with 3000-psi concrete vs. the originally specified 2500-psi concrete at an additional cost for the material at \$15,761.23.

Change Order No. 5 is to modify the blower building roof. Engineer Girouard stated that in the original design, the metal roofing system did not have weatherproofing, flashing, downspout, and insulation to prevent leakage during heavy wind and rain events. After staff discussed the roof design with the Architect, it was decided to add an impermeable membrane, gutter downspout, and metal covered wooden seals to the roofing system where the roof met the blower building walls for an additional cost of \$9,579.87.

Engineer Girouard explained that the total cost for Change Orders No. 4 & No. 5, totaling \$25,341.10, is proposed to be paid for utilizing wastewater fund reserves until the project is complete and a final accounting of expenses can be calculated and other SRF loan eligible expenses can be reallocated to SRF construction costs. Staff estimates there will be approximately \$55,000 remaining construction management funds available from the SRF loan that can be transferred to construction costs at the end of the project. Mr. Girouard stated the original bid contains \$50,000 allocated to differing site conditions, and to date no differing site conditions have been encountered with the bulk of excavation complete, which will likely make the \$50,000 available to cover the cost of change orders. Staff estimates that the total cost of \$106,910.91 for change orders to date would be offset by approximately \$105,000 available from construction management and differing site conditions savings.

Upon motion made by Director Clapham, seconded by Director Hill, and unanimously carried, the Board approved Change Order No. 4 to modify the sludge drying beds for \$15,761.23, and Change Order No. 5 to modify the blower building roof for \$9,579.87 increasing the contract by a total of \$25,341.10.

- 8. RECEIVE, REVIEW, DISCUSS, AND TAKE APPROPRIATE ACTION TO AUTHORIZE BOARD MEMBERS AND GENERAL MANAGER TO ATTEND THE ASSOCIATION OF CALIFORNIA WATER AGENCIES CONFERENCE (ACWA) AND THE ACWA/JOINT POWERS INSURANCE AUTHORITY (JPIA) MEETING DECEMBER 3 – 7, 2012 IN SAN DIEGO, CALIFORNIA:** Director Villalon reported that the ACWA/JPIA will be holding another conference in Sacramento in May 2013, and the Board concluded it would be in the District's best interest to attend a conference that was closer and did not require the additional expense. No action was needed or taken.

- 9. RECEIVE, REVIEW, DISCUSS, AND AUTHORIZE PAYMENT OF THE INVOICE FROM SAN BENITO COUNTY WATER DISTRICT FOR \$59,850.37 FOR IMPLEMENTATION AND MANAGEMENT OF THE HOLLISTER URBAN AREA WATER AND WASTEWATER MANAGEMENT PLAN FROM JULY 1, 2012 THROUGH SEPTEMBER 30, 2012:** General Manager/Secretary Ridenhour reported that the District is a part of the Hollister Urban Area Water and Wastewater Master Plan (HUAWWMP) for improving water and wastewater facilities, improving water service reliability, and water quality in the Hollister Urban Area. The costs associated with managing HUAWWMP include contracts with Harry Blohm, HDR Engineering, Data Instincts, and Environmental Science Associates. These costs are then shared with San Benito County Water District (36%), City of Hollister (32%), and Sunnyslope County Water District (32%). Mr. Ridenhour stated the District's share has been paid for as part of the Capital Improvement Plan, which is currently funded utilizing the District's undesignated reserves, but the District may have the opportunity to capitalize these costs, spreading them over 30 years, once the interagency agreements are complete and executed between the three agencies.

Upon motion made by Director Clapham, seconded by Director Anderson, and unanimously carried, the Board authorized payment of the invoice from San Benito County Water District for \$59,850.37 for Implementation and Management of the Hollister Urban Area Water and Wastewater Management Plan from July 1, 2012 through September 30, 2012.

L. BOARD AND STAFF COMMITTEE STATUS REPORTS:

- 1. Governance Committee:** General Manager/Secretary Ridenhour reported that the schedule has slipped approximately three months due to the delay in the City of Hollister's approval of their water rate study. Consequently, it is slowing down the progress on our water and sewer rate study. There is a proposal for a Finance subcommittee on the Governance Committee that would be comprised of representatives from the City of Hollister, SSCWD, and San Benito County Water District. Director Villalon will be our representative. Director Villalon added that the Finance subcommittee excludes San Benito County because they do not need to be involved in the financing issues that will be discussed.

- 2. Water/Wastewater Committee:** General Manager/Secretary Ridenhour reported the committee met on October 22nd and reviewed the HDR Contract Amendment No. 4, and again on November 2nd to review Ridgemark Water & Wastewater Treatment Plant change orders No. 4 & 5.

3. **Finance Committee:** President Meraz reported no meeting last month and November 28th is the next scheduled meeting to go over the debt refinancing proposal.
4. **Policy and Procedure Committee:** General Manager/Secretary Ridenhour reported the committee met on October 16th and reviewed proposed revisions to chapter 3 of the water code. Mr. Ridenhour stated that chapters 1 & 2 were in the process of being reviewed by our previous legal counsel, but may need to be given to our new legal counsel, De Lay and Laredo for review. The next meeting is scheduled for November 20th.
5. **Water Resources Association of San Benito County:** Director Anderson reported there was a short meeting last week on November 1st, and they have received an extension on the grant for water softener rebates. Director Anderson stated that Shawn Novack has received many “Thank You” notes from the local 5th graders for taking them on a tour of the Lessalt Plant and the City of Hollister’s sewer plant.
6. **Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** No report.
7. **Lessalt Water Treatment Plant:** No report.
8. **Water Related Projects:** No report.
9. **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:** The Board reviewed the October 31, 2012 District Operations Summary and the Statement of Income through September 30, 2012. Cathy Buck explained that at last month’s Board meeting the Directors requested a brief summary highlighting any important changes on the monthly reports. She reviewed the summary report and pointed out on the Operations Summary that we received 3 connection fees in October, 2012, and 19 connection fees year-to-date; water sales revenue for October 2012 is down compared to September, but for the four months, total water revenue is \$1,728,121 compared to \$1,693,748 for the same period last year, which represents an increase of \$34,373 in water sales revenue over last year. Ms. Buck noted that sewer fee revenue for October 2012 is up very slightly over September.

Cathy Buck reviewed the Statement of Income, explaining that for September 2012 water net income is \$118,621 and sewer net income is \$33,170 for a total of \$151,791, compared to September, 2011, which showed a water net loss of \$22, 117 and a sewer net income of \$32,084, for a total of \$9,967. Ms. Buck pointed out that the projected actual net income for the fiscal year of \$447,544 is favorable compared to the budgeted projection of a net loss of \$24,315 due to a conservative approach. Director Villalon commented that he was pleased with the summary report Ms. Buck prepared.

Review of the District’s Investment Summary report reflects the total cash balance as of October 31, 2012 is \$4,429,693.24, which includes four months earned interest totaling \$1,815.21. Cathy Buck reported on the Investment Summary that \$700,000 was transferred from the checking account to a certificate of deposit account. Ms. Buck stated she will continue to watch the checking account, and if the balance goes above what is required to avoid bank fees, she will transfer any excess to an interest bearing account.

The Board reviewed the Hollister-Sunnyslope Water Treatment Agency’s Investment Summary ending October 31, 2012, which reflected the cash balance totals of \$1,698,282.90, which includes \$3,917.22 fiscal year-to-date (eight month’s) interest

earned. Ms. Buck reported that the balance remains consistent, as collecting for the pre-paid water is put back into the checking.

The Board reviewed Hollister-Sunnyslope Water Treatment Agency's disbursement report, reflecting the October 10 to November 6, 2012 Disbursement Summary totaling \$52,834.30.

Jim Filice reviewed the October Maintenance Staff Report and reported that staff has had a few leaks in the month of October and they have been operating the SBR unit at the Ridgemark Water and Wastewater Treatment Plant.

During review of the Meter Reading Report for the period September 12 to October 15, 2012, Jim Filice noted the intertie meter data indicates the City received 19.2% of Lessalt water, while the District received 80.8%. Mr. Filice reported that the net total of water that the City of Hollister owes Sunnyslope County Water District went down slightly this past month.

Jim Filice reviewed the groundwater level report and noted that well levels are trending up and the pumping has decreased.

In his Active Tasks update, General Manager/Secretary Ridenhour stated that the Governance Committee is waiting for the City of Hollister to get approval to proceed with the water rate study and the committee's kick-off meeting is scheduled for November 26th. Mr. Ridenhour reported that the 2088 true-up of hours has been done in payroll for the month of October; and November 13th a conference call with the Lompa's attorney is scheduled to discuss the terms of agreement on Well #8 property.

M. ALLOWANCE OF CLAIMS: The Board reviewed the District's Disbursement Summary for the period October 10 through November 6, 2012. Cathy Buck responded to Director Hill's question regarding check #17915, payable to the City of Hollister, stating that is for the money that the District collects for sewer on behalf of the City of Hollister. Director Anderson questioned check #17917, payable to Denise Duffy & Associates, and Ms. Buck explained that was for the environmental work done at the Ridgemark Water & Wastewater Treatment Project. Director Villalon inquired about check #17929 payable to Quinn Company, and Jim Filice explained that was for work done on a generator. General Manager/Secretary Ridenhour explained that Director Anderson has been coming in weekly to sign accounts payable checks and any miscellaneous checks needed, but since her term is up the end of November, the Board will need to consider who will be available to take over the check signing.

Upon motion made by Director Anderson, seconded by Director Villalon, and unanimously carried, the Board approved the disbursements totaling \$964,898.80, which includes: \$653,058.39 for employee compensation and accounts payable to vendors; \$309,541.75 to the City of Hollister for payments collected on their sewer billings; and \$2,298.66 for customer refunds and checks returned for insufficient funds. Last check written as of November 5, 2012 was check #17934.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/15/12	ACH 0377	EFTPS	-158.70
10/31/12	ACH 0378	EFTPS	-24,611.42
10/12/12	ACH 0379	RETURNED CHECK (Ret. Ck. 10-01)	-365.03
10/12/12	ACH 0380	RETURNED CHECK (Ret. Ck. 10-02)	-717.04
10/12/12	ACH 0381	RETURNED CHECK (Ret. Ck. 10-03)	-150.00
10/18/12	ACH 0382	RETURNED CHECK (Ret. Ck. 10-04)	-207.43

Date	Num	Name	Amount
11/5/12	ACH 0383	Merchant Services	-681.52
10/15/12	DD 0678	Clapham, David G	-271.05
10/15/12	DD 0679	Meraz, David E	-186.70
10/15/12	DD 0680	Villalon, Daniel	-69.35
10/31/12	DD 0681	Alvarez, Abel	-4,934.69
10/31/12	DD 0682	Brill, Kelly L.	-5,030.73
10/31/12	DD 0683	Buck, Cathy L.	-6,804.91
10/31/12	DD 0684	Castro, Kevin G.	-4,478.41
10/31/12	DD 0685	Chavez, Jr., Manuel T.	-6,231.85
10/31/12	DD 0686	Eclarin, Ernesto P.	-4,649.34
10/31/12	DD 0687	Estrada, Thomas A.	-4,599.51
10/31/12	DD 0688	Filice, James L.	-9,153.53
10/31/12	DD 0689	Girouard, Kenneth R.	-5,909.22
10/31/12	DD 0690	Hagins, Patrick M.	-4,623.74
10/31/12	DD 0691	Imperatrice, Patrick L.	-5,631.73
10/31/12	DD 0692	Jackson, Patrick W.	-7,584.39
10/31/12	DD 0693	Malko, Kim A.	-2,559.99
10/31/12	DD 0694	Norman, Ill, Walter R.	-5,854.61
10/31/12	DD 0695	Padilla, David	-5,688.22
10/31/12	DD 0696	Porteur, Carol A.	-3,839.72
10/31/12	DD 0697	Ridenhour, Donald G	-9,716.42
10/31/12	DD 0698	Watson, Scott A.	-4,698.23
10/31/12	DD 0699	Zavala, Anabel G.	-4,423.69
10/31/12	DD 0700	Jackson, Norma	-320.43
10/10/12	17846	State Water Resources Control Board-AFRS	-505.00
10/15/12	17847	Anderson, Dawn V	-188.70
10/15/12	17848	Hill, Kathleen A	-94.35
10/15/12	17849	Auto Tech Service Center, Inc.	-218.33
10/15/12	17850	Everbank Commercial Finance, Inc.	-226.35
10/15/12	17851	Hollister-Sunnyslope W. T. A.	-1,903.75
10/15/12	17852	National Meter & Automation, Inc.	-4,487.78
10/15/12	17853	San Benito County Water District-Pumping	-25,244.67
10/15/12	17854	Sierra Chemical Co.	-1,167.29
10/15/12	17855	Stargazer Packaging	-461.03
10/15/12	17856	State Water Resources Control Board-OOC	-95.00
10/15/12	17857	Toro Petroleum Corp.	-1,401.15
10/15/12	17858	USA BlueBook	-213.26
10/15/12	17859	Bianchi Kasavan & Pope, LLP	-1,022.99
10/22/12	17860	A-1 Services	-373.00
10/22/12	17861	Anderson Pacific Engineering Constr, Inc.	-211,986.59
10/22/12	17862	Auto Tech Service Center, Inc.	-440.39
10/22/12	17863	B.W.S. Distributors, Inc.	-138.88
10/22/12	17864	Bracewell Engineering, Inc.	-3,045.60
10/22/12	17865	Calcon System, Inc.	-13,699.50
10/22/12	17866	Calif. Dept. of Public Health - OCP	-90.00
10/22/12	17867	CM Analytical, Inc.	-18,161.25
10/22/12	17868	Hollister-Sunnyslope W. T. A.	-58,334.34
10/22/12	17869	Monterey Bay Systems	-1,539.55
10/22/12	17870	PAPA	-45.00
10/22/12	17871	Postal Graphics (was Post Net)	-3.54
10/22/12	17872	Sierra Chemical Co.	-1,474.27
10/24/12	17873	Postmaster	-240.32
10/25/12	17874	Postmaster	-1,776.92
10/29/12	17875	AT&T	-222.96
10/29/12	17876	Brigantino Irrigation	-33.91
10/29/12	17877	EBCO Pest Control	-55.00
10/29/12	17878	Greenwood Chevrolet	-248.99
10/29/12	17879	McGilloway, Ray, Brown & Kaufman	-1,450.00
10/29/12	17880	Mid Valley Supply	-610.54
10/29/12	17881	Palace Art & Office Supply	-200.29
10/29/12	17882	Postal Graphics (was Post Net)	-23.33
10/29/12	17883	Razzolink.com	-99.95

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/29/12	17884	RMC Water and Environment	-18,264.42
10/29/12	17885	Toro Petroleum Corp.	-1,244.06
10/29/12	17886	Verizon Wireless	-349.46
10/31/12	17887	Employment Dev. Dept. (EDD) DE88 Pmts.	-9,416.53
10/31/12	17888	CalPERS - Retirement	-2,264.48
10/31/12	17889	Nationwide Retirements Solutions	-15,002.57
10/31/12	17890	San Benito County Sheriff's Office	-394.00
10/31/12	17891	BAC (Beneficial Administration Company)	-302.32
10/31/12	17892	CalPERS - Health Insurance	-13,584.08
10/31/12	17893	CalPERS - Retirement	-42,900.42
10/31/12	17894	Fort Dearborn Life Insurance Co.	-285.00
10/31/12	17895	Premier Access Insurance Co.	-3,147.64
10/30/12	17896	Hollister Muffler & Quick Lube	-310.00
10/31/12	17897	Postmaster	-3,585.00
10/31/12	17898	Petty Cash	-32.15
11/5/12	17899	ALTISOURCE SOLUTIONS, INC	-7.69
11/5/12	17900	BELLA MIA REAL ESTATE	-60.25
11/5/12	17901	MARIA DION	-95.44
11/5/12	17902	CHRISTINE KUDRNA	-110.35
11/5/12	17903	JOAN LAIRD	-57.54
11/5/12	17904	SCOTT & GENEVA MACHADO	-27.94
11/5/12	17905	ROBERT PERRY & TAMMY REY	-30.71
11/5/12	17906	PERMA GREEN HYDROSEEDING INC	-289.65
11/5/12	17907	REAL TIME REALTY INC	-67.95
11/5/12	17908	MATT VAURS	-41.18
11/5/12	17909	DANJIN WU	-70.46
11/5/12	17910	Ace Hardware (Johnson Lumber Co.)	-346.98
11/5/12	17911	Auto Tech Service Center, Inc.	-33.59
11/5/12	17912	B S K Analytical Laboratories, Inc.	-489.00
11/5/12	17913	BHI Management Consulting	-272.81
11/5/12	17914	Calif. Dept. of Public Health - OCP	-60.00
11/5/12	17915	City of Hollister-Finance Dept	-309,541.75
11/5/12	17916	Corix Water Products	-3,697.25
11/5/12	17917	Denise Duffy & Associates, Inc.	-2,024.50
11/5/12	17918	Electrical Distributors Co.	-113.01
11/5/12	17919	Everbank Commercial Finance, Inc.	-224.08
11/5/12	17920	Hach Company	-125.35
11/5/12	17921	Hollister Auto Parts, Inc.	-522.02
11/5/12	17922	Kelly, Stephen F.	-11,609.57
11/5/12	17923	Mission Uniform Service	-795.97
11/5/12	17924	Noland Hamerly Etienne & Hoss	-1,170.25
11/5/12	17925	O'Reilly Auto Parts	-104.74
11/5/12	17926	P G & E	-32,090.57
11/5/12	17927	Palace Art & Office Supply	-186.88
11/5/12	17928	Postal Graphics (was Post Net)	-6.86
11/5/12	17929	Quinn Company	-800.00
11/5/12	17930	Recology San Benito County	-121.98
11/5/12	17931	San Benito County-Tax Collector	-543.78
11/5/12	17932	San Benito County Water District	-444.50
11/5/12	17933	San Benito Tire, Inc.	-1,591.47
11/5/12	17934	Sierra Chemical Co.	-365.23
		Total Disbursements	-964,898.80

N. STAFF REPORTS

1. Directors: No report.

2. District Counsel: Attorney Laredo explained that he and Attorney Quinn are qualified and certified in the Brown Act & Ethics training and suggested conducting training sometime in January.

3. District Engineer: No report.

4. Finance-HR Manager: Cathy Buck reported the Ricoh bill printer is currently out of commission. Monterey Bay Systems cancelled maintenance agreement several months ago due to the difficulty in getting replacement parts. She stated that she is currently reviewing quotes to purchase a new replacement printer and estimates the cost to be less than \$3,000.

5. General Manager: No report.

O. FUTURE AGENDA ITEMS: Future agenda items include: Authorization to purchase a replacement pump for the District's sewer hydrojetter.

P. RECOGNITION OF DIRECTOR DAWN ANDERSON FOR 22 YEARS OF LEADERSHIP AND SERVICE TO THE SUNNYSLOPE COUNTY WATER DISTRICT: General Manger/Secretary presented Director Anderson with a plaque from the District and acknowledged the many projects that have been completed during Director Anderson's 22 year tenure on the Board.

The next regular meeting is scheduled to be held at 5:15 p.m. on Wednesday, December 12, 2012.

Q. ADJOURN: Upon motion made by Director Anderson, seconded by Director Clapham, and unanimously carried, the meeting was adjourned at 7:05 p.m.

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

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