

**MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Regular Meeting
September 11, 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 Dave Clapham, Kathleen Hill, John M. Johnson, and Danny Villalon.
- C. PLEDGE OF ALLEGIANCE:** Director Clapham 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 5-0, 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 Heidi Quinn; Executive Assistant/Stenographer Carol Porteur; District Engineer Ken Girouard; Finance & Human Resources Manager Cathy Buck; and Water/Wastewater Superintendent Jim Filice.

Others present: A group of San Benito High students.

F. CONSENT AGENDA:

1. Approval of Minutes — for the Special Meeting of August 6, 2013, and the Regular Meeting of August 14, 2013.
2. Allowance of Claims – to ratify disbursements for the period August 8 through September 5, 2013 totaling \$1,295,220.95, which includes \$957,733.68 for employee compensation and payments to vendors, \$334,648.50 paid to the City of Hollister for payments collected on their customer’s sewer billings, and \$2,838.77 for customer refunds and deductions for checks returned for insufficient funds. The last check written as of September 5, 2013 was #18874.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
8/15/13	ACH 0473	EFTPS	-281.90
8/9/13	ACH 0475	RETURNED CHECK	-192.00
8/23/13	ACH 0476	EFTPS	-2,011.36
8/30/13	ACH 0477	EFTPS	-22,406.78
8/14/13	ACH 0478	RETURNED CHECK	-466.96
8/15/13	ACH 0479	RETURNED CHECK	-129.74
8/22/13	ACH 0480	RETURNED CHECK	-376.00
8/23/13	ACH 0481	RETURNED CHECK	-142.94
8/16/13	ACH 0482	RETURNED ACH	-141.72
8/27/13	ACH 0483	RETURNED CHECK	-124.47
8/15/13	DD 0914	Clapham, David G	-265.05
8/15/13	DD 0915	Johnson, John M	-265.05
8/15/13	DD 0916	Meraz, David E	-182.70
8/15/13	DD 0917	Villalon, Daniel	-159.70
8/30/13	DD 0918	Alvarez, Abel	-5,085.35
8/30/13	DD 0919	Brill, Kelly L.	-4,409.24

Date	Num	Name	Amount
8/30/13	DD 0920	Buck, Cathy L.	-6,823.54
8/30/13	DD 0921	Castro, Kevin G.	-4,676.83
8/30/13	DD 0922	Chavez, Jr., Manuel T.	-5,940.82
8/30/13	DD 0923	Eclarin, Ernesto P.	-4,485.99
8/30/13	DD 0924	Estrada, Thomas A.	-4,379.44
8/30/13	DD 0925	Filice, James L.	-6,565.67
8/30/13	DD 0926	Girouard, Kenneth R.	-6,569.71
8/30/13	DD 0927	Hagins, Patrick M.	-4,334.05
8/30/13	DD 0928	Jackson, Patrick W.	-6,650.12
8/30/13	DD 0929	Malko, Kim A.	-2,654.59
8/30/13	DD 0930	Norman, III, Walter R.	-5,439.75
8/30/13	DD 0931	Padilla, David	-5,372.53
8/30/13	DD 0932	Porteur, Carol A.	-4,109.59
8/30/13	DD 0933	Ridenhour, Donald G	-9,881.59
8/30/13	DD 0934	Watson, Scott A.	-4,706.33
8/30/13	DD 0935	Zavala, Anabel G.	-4,159.46
8/9/13	18777	San Benito County Clerk	-150.00
8/12/13	18778	Norman, III, Walter R.	-150.00
8/12/13	18779	Auto Tech Service Center, Inc.	-36.88
8/12/13	18780	B.W.S. Distributors, Inc.	-256.84
8/12/13	18781	Bianchi Kasavan & Pope, LLP	-1,078.00
8/12/13	18782	Cal-Sierra Technologies, Inc.	-177.33
8/12/13	18783	Calif. Dept. of Public Health - OCP	-280.00
8/12/13	18784	Everbank Commercial Finance, Inc.	-226.87
8/12/13	18785	P G & E	-30,595.44
8/12/13	18786	Postal Graphics (was Post Net)	-93.29
8/12/13	18787	Raftelis Financial Consultants, Inc.	-2,050.39
8/12/13	18788	San Benito County Water District	-483.00
8/12/13	18789	South Valley Internet, Inc.	-20.45
8/12/13	18790	U.S. Bank Corporate Payment Systems	-274.75
8/15/13	18791	Hill, Kathleen A	-245.05
8/12/13	18792	Toro Petroleum Corp.	-1,950.69
8/19/13	18793	JOSE BELMAN	-9.35
8/19/13	18794	GUERAN DUCOTY	-45.35
8/19/13	18795	KATHLEEN ENGELHARDT	-117.24
8/19/13	18796	JARED HESS	-75.91
8/19/13	18797	ADRIANA MARTINS	-49.93
8/19/13	18798	WILLIAM/ASHLEY SCHWARTZ	-59.81
8/19/13	18799	DAVID SCHULTE	-9.76
8/19/13	18800	PAUL & DEBRA SCHERER	-122.69
8/19/13	18801	All Star Ready Mix, LLC	-5,083.22
8/19/13	18802	AutomationDirect.com	-295.75
8/19/13	18803	B.W.S. Distributors, Inc.	-81.91
8/19/13	18804	Cal-June Incorporated	-1,001.56
8/19/13	18805	Calcon System, Inc.	-9,078.22
8/19/13	18806	California Clean Energy LLC	-2,392.64
8/19/13	18807	City of Hollister-Finance Dept	-55.80
8/19/13	18808	Consolidated Engineering Laboratories	-1,895.72
8/19/13	18809	EBCO Pest Control	-55.00
8/19/13	18810	Electrical Distributors Co.	-226.66
8/19/13	18811	Hollister-Sunnyslope W. T. A.	-27,495.68
8/19/13	18812	Hollister Safe & Lock Inc.	-80.00
8/19/13	18813	NH3 Service Company	-1,604.08
8/19/13	18814	OnTrac	-18.18
8/19/13	18815	San Benito County Water District	-94,774.60
8/19/13	18816	Sierra Chemical Co.	-337.69
8/19/13	18817	Toro Petroleum Corp.	-98.92
8/23/13	18819	Imperatrice, Patrick L.	-7,741.67
8/22/13	18820	Postmaster	0.00
8/22/13	18821	Postmaster	-257.76
8/26/13	18822	A-1 Services	-373.00
8/26/13	18823	AT&T	-319.21

Date	Num	Name	Amount
8/26/13	18824	AVG Technologies	-646.80
8/26/13	18825	CM Analytical, Inc.	-8,702.50
8/26/13	18826	De Lay & Laredo	-3,245.50
8/26/13	18827	Hollister-Sunnyslope W. T. A.	-7,131.55
8/26/13	18828	Monterey Bay Systems	-390.30
8/26/13	18829	Northern Tool & Equipment Co.	-32.18
8/26/13	18830	OnTrac	-71.09
8/26/13	18831	Rianda Air, Inc.	-90.00
8/26/13	18832	Toro Petroleum Corp.	-1,544.76
8/26/13	18833	AICPA	-225.00
8/30/13	18834	Employment Dev. Dept. (EDD) DE88 Pmts.	-922.06
8/30/13	18835	Employment Dev. Dept. (EDD) DE88 Pmts.	-8,527.48
8/30/13	18836	CalPERS - Retirement	-2,623.18
8/30/13	18837	Nationwide Retirements Solutions	-14,758.80
8/30/13	18838	BAC (Beneficial Administration Company)	0.00
8/30/13	18839	CalPERS - Health Insurance	-13,750.28
8/30/13	18840	CalPERS - Retirement	-31,422.79
8/30/13	18841	Fort Dearborn Life Insurance Co.	-304.00
8/30/13	18842	Premier Access Insurance Co.	-3,422.28
8/26/13	18843	City of Hollister-Finance Dept	-334,648.50
8/28/13	18844	Postmaster	-1,827.14
9/3/13	18845	BRACWELL ENG	-228.65
9/3/13	18846	JONAH & MONICA CROSS	-167.69
9/3/13	18847	GUERAN DUCOTY	-40.59
9/3/13	18848	ROBERT HEALY	-17.57
9/3/13	18849	LY THI LE & ANTHONY MARTINEZ II	-28.41
9/3/13	18850	BARBARA PORTER	-15.93
9/3/13	18851	RAM PROPERTY MGMT.	-261.95
9/3/13	18852	OMAR & KAELYN VALADEZ	-14.11
9/3/13	18853	A Tool Shed	-93.10
9/3/13	18854	Ace Hardware (Johnson Lumber Co.)	-282.86
9/3/13	18855	Brigantino Irrigation	-185.92
9/3/13	18856	Consolidated Engineering Laboratories	-1,059.87
9/3/13	18857	Corix Water Products	-4,994.37
9/3/13	18858	David J Powers & Associates, Inc.	-5,066.25
9/3/13	18859	Hollister Auto Parts, Inc.	-113.49
9/3/13	18860	Mark Nicholson, Inc.	-4,300.00
9/3/13	18861	Mission Uniform Service	-576.88
9/3/13	18862	O'Reilly Auto Parts	-54.56
9/3/13	18863	Razzolink.com	-99.95
9/3/13	18864	San Benito Tire, Inc.	0.00
9/3/13	18865	South Valley Newspapers (Main St Media)	-3,302.55
9/3/13	18866	Verizon Wireless	-319.62
9/3/13	18867	Wright Bros. Indust. Supply	-47.50
9/3/13	18868	San Benito Tire, Inc.	-2,057.79
8/29/13	18869	Anderson Pacific Engineering Constr, Inc.	-288,495.00
8/30/13	18870	Petty Cash	-27.00
9/3/13	18871	BAC (Beneficial Administration Company)	-327.32
9/5/13	18872	Postmaster	-86.00
9/5/13	18873	South Valley Newspapers (Main St Media)	-65.00
9/5/13	18874	Union Bank of CA, Corp Trust Div (LA)	-233,387.57
Total Disbursements			-1,295,220.95

3. Approval of Change Order No. 23 for Additions to the Ridgemark Wastewater Treatment and Recycled Water Improvements Project for a Total Amount of \$12,302.61.
4. Approval of the Ridgemark Wastewater Treatment and Recycled Water Improvements Project Progress Payment Request by Anderson Pacific for Invoice 108-26 dated August 31, 2013 for \$148,819.30.

Upon motion made by Director Hill, seconded by Director Johnson, and unanimously carried, the Board approved the Consent Agenda as presented.

G. NEW BUSINESS:

**1. PUBLIC HEARING – CONSIDER APPROVAL OF ORDINANCE NO. 77
TRANSFERRING ALL INTEREST IN THE LESSALT WATER TREATMENT
PLANT FACILITIES AND PROPERTY TO THE SAN BENITO COUNTY**

WATER DISTRICT: General Manager/Secretary Ridenhour explained that on June 12, 2013, the Board approved the Water Supply and Treatment Agreement (WSTA) between the City of Hollister (City), San Benito County Water District (SBCWD), and Sunnyslope County Water District (Sunnyslope). The WSTA specifies the terms and conditions of financing, building, operating, and delivering treated water to the City and Sunnyslope. The agreement also requires the transfer of the Lessalt Water Treatment Plant facilities and property to SBCWD.

General Manager/Secretary Ridenhour explained that Sunnyslope made payment to the City on May 31, 2002 for the Lessalt Water Treatment Plant, pursuant to the terms of the 2001 Agreement; however, no formal transfer of the Facilities or Property from the City to Sunnyslope or the Hollister-Sunnyslope Water Treatment Agency (the entity formed under the Joint Powers Agreement between Sunnyslope and the City to operate the Lessalt facility) has occurred. Because Sunnyslope has made the required payment to the City, meeting the terms of the agreement, it is assumed that Sunnyslope has interest in the Lessalt Water Treatment Plant facilities and property and will now transfer any and all interest and ownership it has in these facilities to SBCWD. Mr. Ridenhour stated the City is considering the execution of the required documents to transfer their ownership of the Lessalt Water Treatment Plant facilities and property to SBCWD at their Council meeting this month.

Mr. Ridenhour explained that it is critical that the property and facilities be transferred to SBCWD so construction can begin later this summer to meet the Disinfection-By-Products regulations. Bids for the upgrade are due September 5, 2013, and the project is scheduled to be awarded at the end of September by SBCWD. Regulatory changes scheduled to take effect at the end of 2013 will effectively shut the Lessalt Water Treatment Plant down if construction of the upgrades is not underway later this year.

Director Clapham asked if the cost of the Lessalt upgrade will be split three ways between Sunnyslope, the City, and SBCWD, and General Manager/Secretary Ridenhour replied that is correct, and he added that SBCWD will be financing and managing the construction of the upgrade and that Sunnyslope will continue to be the plant operator.

Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried 5-0, the Board approved Ordinance No. 77 transferring all interest in the Lessalt Water Treatment Plant Facilities and Property to the San Benito County Water District.

**2. CONSIDER APPOINTMENT OF THE GENERAL MANAGER AS THE
SUNNYSLOPE COUNTY WATER DISTRICT REPRESENTATIVE FOR THE
FOLLOWING:**

- A. MANAGEMENT REPRESENTATIVE TO THE ADVISORY COMMITTEE
ESTABLISHED BY THE WATER SUPPLY AND TREATMENT
AGREEMENT;**
- B. REPRESENTATIVE TO NEGOTIATE CHANGES TO THE OPERATIONS
AND MAINTENANCE SERVICES AGREEMENT WITH SAN BENITO
COUNTY WATER DISTRICT.**

General Manager/Secretary Ridenhour explained that the Board has approved the Water Supply and Treatment Agreement (WSTA) and the Operations and Maintenance Services (O & M) Agreement for the Lessalt Water Treatment Plant between the City of Hollister, Sunnyslope County Water District, and San Benito County Water District. There are several conditions within these two agreements that must be met by each agency including the designation of a Representative to the Advisory Committee specified in the WSTA and a negotiator for any changes to the scope and fees within the O & M Agreement. Mr. Ridenhour added, any financial decisions contemplated by the Advisory Committee representative or Negotiator will require approval by the Board of each agency.

General Manager/Secretary Ridenhour stated that the construction of the West Hills Water Treatment Plant, the upgrade to the Lessalt Water Treatment Plant, and the operation of these facilities will require coordination and communication between the three agencies and Sunnyslope will be a key player in the coordination as the operator of the water treatment facilities.

Upon motion made by Director Clapham, seconded by Director Hill, and unanimously carried 5-0, the Board appointed the General Manager as the Sunnyslope County Water District Representative as the management representative to the Advisory Committee established by the Water Supply and Treatment Agreement; and as a representative to negotiate changes to the Operations and Maintenance Services Agreement with San Benito County Water District.

3. CONSIDER APPROVAL OF THE WATER/WASTEWATER

SUPERINTENDENT JOB DESCRIPTION AND COMPENSATION: General Manager/Secretary Ridenhour stated that on August 14, 2013 the Board approved Ordinance No. 76 amending the District organization including the re-titling of the Water Superintendent position to Water/Wastewater Superintendent and reclassifying the position to a management position that is exempt from overtime. Mr. Ridenhour explained that the Personnel Committee met and reviewed the proposed Water/Wastewater Superintendent job description and compensation of the position in comparison to several other agencies. Based on the comparison of similar positions with other agencies, the Personnel Committee recommends that the existing salary of the current Water Superintendent remain the same for the new position of Water/Wastewater Superintendent.

General Manager/Secretary Ridenhour pointed out to the Board some of the significant changes to the Water/Wastewater Superintendent job description, noting there are licensing requirements required of the position. The new Ridgemark Wastewater Treatment Plant requires a Grade III wastewater treatment operator license and the upgraded Lessalt Water Treatment Plant, when complete, will require the District have a Grade III water treatment operator license, which is an increase to the current Grade II license. The Water/Wastewater Superintendent will also be required to serve as the Chief Plant Operator for the District's water and wastewater treatment facilities. The previous General Manager held the required licenses, which covered the Chief Plant Operator, but Mr. Ridenhour, the current General Manager does not hold the required licenses. The District's Water/Wastewater Superintendent, Jim Filice, has a Grade IV wastewater treatment operator license and a Grade III water treatment operator license so he meets or exceeds the District's requirements and is more than capable of filling this role.

Mr. Ridenhour explained that the District will be conducting a more comprehensive salary and benefits review of several positions with the assistance of a specialized

consulting firm this fall and the Water/Wastewater Superintendent position will be evaluated more thoroughly at that time.

Director Villalon asked whether in District's of similar size to ours, there would normally be two separate Superintendent positions held instead of one? General Manager/Secretary Ridenhour responded that not many Districts handle both water and wastewater so they don't carry the different licenses, but Sunnyslope is fortunate that Mr. Filice holds the required licenses for both. In addition, Mr. Filice has educated himself on the SCADA System, which adds a lot of unique responsibility to his duties performed for the District; and has already been handling the responsibilities of the Chief Plant Operator.

Upon motion made by Director Clapham, seconded by Director Hill, and unanimously carried 5-0, the Board approved the Water/Wastewater Superintendent job description and compensation.

4. CONSIDER APPROVAL OF THE REVISIONS TO THE SUNNYSLOPE COUNTY WATER DISTRICT POLICY NO. 8150: EXPENSE

REIMBURSEMENT: General Manager/Secretary Ridenhour explained that the Policy and Procedures Committee has been reviewing the District's Code and Policies and has drafted a revised Policy No. 8150 regarding Expense Reimbursement for the Board's consideration. Mr. Ridenhour stated that the committee has added more specific language to the policy and increased the meal per diem. The current policy allows \$35 per day for meals, while the revised policy allows up to \$15 for breakfast, if the traveler must leave home before 6:00 a.m. for District business; allows up to \$20 for lunch; and allows up to \$35 for dinner, if the traveler cannot return home until after 7:00 p.m. due to District business.

Specific language was also added to the lodging policy with regards to business travel requiring overnight stay, if it is at least 50 miles from the District office. In addition, if the District business requires the traveler to leave home prior to 6:00 a.m. to arrive at their destination for District business, they may be eligible for lodging the evening prior. If the District business would prevent the traveler from returning home before 9:00 p.m., the traveler would also be eligible for overnight stay after the business event.

General Manager/Secretary Ridenhour stated that although the District has a written policy, the Board has the discretion to make allowances, or exceptions, as needed.

Upon motion made by Director Hill, seconded by Director Johnson, and unanimously carried 5-0, the Board approved the revisions to the Sunnyslope County Water District Policy No. 8150: Expense Reimbursement.

5. CONSIDER AUTHORIZING BOARD MEMBERS TO ATTEND THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) REGION 5 FALL PROGRAM TITLED "WATER RELIABILITY: AN ENVIRONMENTAL BALANCING ACT" ON SEPTEMBER 22 & 23, 2013 IN CARMEL, CALIFORNIA:

General Manager/Secretary Ridenhour stated that the Association of California Water Agencies (ACWA) Region 5 is holding a program and tour titled "Water Reliability: An Environmental Balancing Act" on Sunday evening September 22nd and Monday, September 23rd in Carmel, CA. The cost of the registration is \$50 and the total expenditure for attending the tour is approximately \$320 per person including registration, mileage reimbursement, meals for one day, and one night hotel stay in a single room.

Directors Villalon and Johnson stated they would like to attend the two day program with overnight stay, and Director Hill requested attending the Monday program only.

Discussion was held regarding the hotel accommodations, which most of the program coordinators will recommend a hotel with a group discount, but sometimes finding an alternate hotel is less expensive for the District.

Upon motion made by Director Clapham, seconded by Director Villalon, and unanimously carried 5-0, the Board authorized Directors Villalon and Johnson to attend the Association of California Water Agencies (ACWA) Region 5 Fall program titled "Water Reliability: An Environmental Balancing Act" on September 22 & 23, 2013 in Carmel, CA and to include overnight lodging at a reasonable cost to the District; and authorized Director Hill to attend the September 23rd program with no overnight stay.

- 6. CONSIDER APPROVAL OF AUTHORIZATION TO AWARD TRENCH RESTORATION BID TO MARK NICHOLSON INC. FOR A PRICE OF \$22 PER SQUARE FOOT:** Engineer Girouard explained that staff requested written sealed bids to have water and wastewater trenches repaved, as needed after water and/or wastewater system repairs, in accordance with the City of Hollister and County of San Benito utility trench restoration standards. Bids were requested from Granite Rock, Mark Nicholson Inc., and Enz Construction. A bid from Granite Rock was received at a price of \$26 per square foot; Mark Nicholson Inc. came in at \$22 per square foot, and no bid was received from Enz Construction. Engineer Girouard added that the contract is for three years and at the one year anniversary of the contract the price of \$22 per square foot will be adjusted by the Consumer Price Index (CPI), and at the second anniversary the price will again be adjusted by the CPI.

General Manager/Secretary Ridenhour stated that not only was Mark Nicholson Inc. the lowest bidder but they have been doing most of the District's trench repaving work for the past few years, they are local, and they do good work.

Upon motion made by Director Clapham, seconded by Director Johnson, and unanimously carried 5-0, the Board approved the authorization to award the trench restoration bid to Mark Nicholson Inc. for a price of \$22 per square foot.

H. BOARD AND STAFF COMMITTEE STATUS REPORTS:

- 1. Governance Committee:** Director Villalon reported no meeting held.
- 2. Water/Wastewater Committee:** General Manager/Secretary Ridenhour reported the committee met on August 28 and discussed the Anderson Pacific change order for Marks Drive; the property transfer of the Lessalt Water Treatment Plant property and equipment; the representative for the Water Supply and Treatment Agreement and Operations and Maintenance Services agreement; and the schedule for the construction of the Lessalt upgrade which should be approved on September 25th and construction beginning on September 26th.
- 3. Finance Committee:** President Meraz reported no meeting held.
- 4. Policy and Procedure Committee:** General Manager/Secretary Ridenhour reported the meeting was cancelled.
- 5. Personnel Committee:** General Manager/Secretary Ridenhour reported that the committee met on August 22 to review the Water/Wastewater Superintendent job description.
- 6. Water Resources Association of San Benito County:** Director Johnson reported there

will be a meeting tomorrow, September 12th.

- 7. Ridgemark Wastewater Treatment and Recycled Water Improvement Project:**
Engineer Girouard reported that a final electrical walk through was done on August 20th; they are reviewing the punch list; and staff is negotiating with Anderson Pacific on some final change orders for 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 August 31, 2013), Statement of Income (for July 31, 2013), and Investment Summary (for August 31, 2013). Ms. Buck pointed out that in addition to the number of "in-house" Auto Pay customers, she is now including both "online" auto pay and recurring credit card payment customers in the total "Auto Pay" customers on the District's Operations Summary. In August, we now have 1,010 customers who have signed up for one of our automated payment methods, representing almost 19% of our customers. She also mentioned that the sewer fee revenue for August 2013 is down compared to August 2012, possibly because the previous year consumption factor increased significantly and customers were able to use less water during February and March this current year.

The District's Investment Summary report reflects the total cash balance as of August 31, 2013 of \$3,399,913.93 which includes two-months earned interest totaling \$848.08.

Cathy Buck explained that the funds held at Union Bank of CA for August, 2013 has dropped to a total of \$1.36 because \$1million loan (originally with San Benito Bank) was paid off, freeing up the reserve funds held with the trust department at Union Bank. The reserve funds been transferred to the checking account. Ms. Buck noted on the Investment Summary, the balance of the checking account is down due to transferring \$500,000 to the LAIF investment account.

The Board reviewed the Hollister-Sunnyslope Water Treatment Agency's Investment Summary ending August 31, 2013, which reflects a cash balance total of \$1,032,130.47, which includes \$1,176.26 fiscal year-to-date (six month's) interest earned. President Meraz inquired if this would be the last report for Hollister-Sunnyslope Water Treatment Agency's (WTA) reports due to the transfer to San Benito County Water District and General Manager/Secretary Ridenhour replied that we may still have them for a couple more months until the WTA is dissolved.

The Board reviewed Hollister-Sunnyslope Water Treatment Agency's Disbursement Summary, for the period of August 8, 2013 to September 5, 2013 totaling \$223,200.34, which included prepayment of the remaining balance of the water contract with San Benito County Water District of \$171,027.13.

Jim Filice reviewed the August, 2013 Maintenance Staff Report and answered questions from the Board. Director Hill inquired about #16, moving half the sludge from Basin 1 to Basin 2 at the SBR and Mr. Filice responded that due to using the new lift station and appurtenances at the new plant, this was to prepare for the new flow that would be coming in. Director Villalon asked about #17, discovering incorrect pump rotation when using the emergency generator for the lift station at the new Ridgemark plant, and Director Villalon asked how long does the District have to find any problems at the plant and take back to Anderson Pacific to fix. General Manager/Secretary Ridenhour stated that we have one-year from completion. Mr. Filice added that there have been very few problems with the work Anderson Pacific has done.

During review of the Meter Reading Report for the period July 15, 2013 to August 14, 2013, Jim Filice noted the intertie meter data indicates the City received 9.2% of Lessalt

water, while the District received 90.8%. Mr. Filice commented that the City has paid back more water owed to Sunnyslope.

Jim Filice reviewed the groundwater level report and noted that the wells are trending down which is expected this time of year.

9. **Active Tasks Update:** General Manager/Secretary Ridenhour reported that he and Jeff Cattaneo, District Manager of San Benito County Water District, are continuing with the Hollister Urban Area Water Project outreach and will be giving a presentation to the group “Sons in Retirement” on September 12th. He reported that the District is continuing the negotiations with Verizon Wireless for a cell tower lease on District property at the Fairview tank site and a draft agreement was discussed with legal counsel. Mr. Ridenhour wanted to inform the Board of an issue with Frank Leal of Leal Vineyards. Over 10 years ago an agreement was entered with Mr. Leal regarding a pipeline which he paid to have installed, and in the agreement, any new connections to this pipeline would require Mr. Leal be reimbursed. That contract has been expired for a few years, and now a new connection is coming in and Mr. Leal would like to have the agreement extended. Mr. Ridenhour explained this would not be in the best interest of the District, but will discuss with the Water/Wastewater Committee at their next meeting.

I. BOARD AND STAFF REPORTS

1. **Directors:** Director Clapham reported that he was interested and may submit a request to attend a 2 day legal conference in Newport Beach in early October. President Meraz reported that he has a list of committee meetings for the Board members to review.
2. **District Counsel:** No report.
3. **District Engineer:** No report.
4. **Finance-HR Manager:** Cathy Buck reported that she had received confirmation that Farmers Insurance is cutting a check in the amount of \$19,590 for damage done to a fire hydrant and surrounding area on the corner of Peach Court and Memorial Drive.
5. **General Manager:** General Manager/Secretary Ridenhour reported that he has given each of the Directors information he received from Brent Ives regarding online training at a cost of \$10 a month per Director and feels this could be of interest for the Board members and him. Mr. Ridenhour commented that he has been receiving feedback from various people that someone is making claims that his salary is \$240,000 a year, which is incorrect. This person is obtaining his information from the State Controllers website and what they currently have on the website for Sunnyslope reflects the previous General Manager’s pay, which includes payment of accrued vacation pay at the time of his retirement. Mr. Ridenhour requested that if any of the Directors get questioned about his earnings, that they refer the inquirer to back to him and he will tell them exactly what he is earning.

J. FUTURE AGENDA ITEMS: Future agenda items: None.

K. ADJOURN: Upon motion made by Director Hill, seconded by Director Clapham, and carried 5-0, the meeting was adjourned at 6:29 p.m.

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

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