



MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community
Relations/Communications

Wednesday, March 4, 2020 9:15 am, at the Operations Building, 13057 Highway 9, Boulder Creek, California.

MINUTES

1. Convene Meeting 9:15 a.m.
Roll Call: M. Bounds, Dir. Fultz, Dir. Henry were present. A. Benkert was absent due to sickness.
Staff: S. Hill, C. Blanchard, R. Rogers, H. Hossack
2. Oral Communications: None
3. Old Business:
 - A. WEBSITE REVIEW
B. Fultz introduced this item.
S. Hill described the new website
Discussion by Committee and staff regarding the website.
 - B. UPDATE COMMITTEE ON THE UTILITY BILLING POLICY - SB998 COMPLIANT
S. Hill introduced this item.
Discussion by the Committee and staff regarding the owner/tenant water bill policy of the District with SB998.
Bring back to the Committee in 3 months after the new process has been working for a while.
 - C. PUBLIC OUTREACH REVIEW
R. Rogers introduced this item. District would like to improve communication with customers.
C. Blanchard explained the Freedom of Information Act and compliance.
Discussion by the Committee and staff regarding public outreach.
B. Fultz suggested that the Committee make recommendations to the full Board.
Discussion by the Committee and staff regarding recommendations to full Board.
4. New Business: None
5. Informational Material: None.

6. Adjournment 10:22 a.m.