

**SAN LORENZO VALLEY WATER DISTRICT
BOARD MEETING MINUTES**

October 2, 2014

7:30 p.m.

CONVENE MEETING/ROLL CALL:

Pres. Bruce convened the meeting at 7:30 p.m. Roll call showed Dirs. Brown, Prather and Rapoza were present. Director Vierra was absent. Acting District Manager Rogers, Deputy Director of Operations Furtado, and Legal Counsel were also present.

Director Rapoza made a motion for the Board to approve the absence of Director Vierra.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

MINUTES:

Minutes Regular Meeting of September 18, 2014.

Motion made by Dir. Rapoza to accept the minutes of the September 18, 2014 Board of Directors Meeting as distributed.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

ADDITIONS AND DELETIONS TO AGENDA: None

ORAL COMMUNICATIONS:

Karen Brown, Boulder Creek, addressed the Board with an issue with the gate at the watershed.

Eric Hammer, Brookdale, thanked SLVWD for the tour of the District.

Julie Hendricks, Boulder Creek, thanked SLVWD for providing water. She also thanked individual Directors for their service.

John Fasolas, Felton, suggested that the leaking Probation tank may be supporting endangered species.

Peter Lang, Boulder Creek, appreciated Julie's speech but said that Director Prather should cut down on his water usage. He also questioned the purchase of an illegal house by the District.

Charlene DeBert, Boulder Creek, reminded the Board that she has a "hidden pipe" on her property. Marc Hynes, SLVWD Counsel delivered a letter to Charlene.

Director Rapoza stated that while the Board cannot comment on closed session litigation the public can say whatever they want in open session.

CONSENT AGENDA:

Director Rapoza made a motion to accept the Long Service Line Agreement for APN 82-241-71 Resolution No. 11 (14-15) and the Multiple User Variance Renewal for 2014/2015 Resolution No. 12 (14-15).

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

NEW BUSINESS:

DISTRICT MANAGER RECRUITMENT PROCESS – AD HOC COMMITTEE

A phone call was made to Regan Williams, recruiter with Bob Murray and Associates.

Acting District Manager Rogers read the District Manager Recruitment Process-Ad Hoc Committee memo.

Karen Brown, Boulder Creek, addressed the Board regarding the brochure says that SLVWD has \$25 million in existing funds. It should read that we have \$25 million in Capital Improvements.

Bruce Holloway, Boulder Creek, asked that comments from the public wait until after the Board announces their Peer Panel selections.

Director Brown said that he thinks the requirements for the Peer Panel are restricting. More elitist than it needs to be.

President Bruce thinks that the Peer Panel should be others that work in the same capacity and they will also be people that the new District Manager will be working beside.

Director Rapoza says that the Board is made up of citizens.

President Bruce suggests that the panel include a staff member.

Acting District Manager Rogers is expecting to be available to assist and direct the committee but not to evaluate the candidates.

The Board announced their nominations:

Rapoza nominated Patrick McCormick of LAFCO

Brown nominated Piret Harmon, District Manager of Scotts Valley Water Dist.

Prather nominated Eric Hammer, local business owner

Vierra nominated Bob Locatelli (through direction to Pres. Bruce)

Bruce nominated John Ricker

John Fasolas, Felton, stated that he knows all of the nominees and thinks the Board did an excellent job in their selections.

Peter Lang, Boulder Creek, complimented the Board on the nominations.

Regan Williams, recruiter with Bob Murray, suggested that the Peer Panel be made aware of the fact that they will be advisory only; the decision is the responsibility of the Board. Regan will be providing possible questions to be used in the structured interviews.

Dir. Rapoza made a motion to approve the District Manager Recruitment Process-Ad Hoc Committee and the nominations made by the Board.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

AUTHORIZATION FOR BID – VEHICLE PROCUREMENT

Acting District Manager Rogers read the memo regarding Authorization for Bid-Vehicle Procurement.

Karen Brown, Boulder Creek, questioned the number of trucks to be replaced.

Charlene DeBert, Boulder Creek, questioned why trucks are being replaced before leaking tanks.

Mark Lee, Ben Lomond, questioned the mileage on the vehicles being replaced.

Peter Lang, Boulder Creek, questioned why the District is going out for competitive bid.

Mark Lee, Ben Lomond, asked if the District is going outside of the area with the bidding.

Director Prather stated that the District has a long-standing policy to save money each year in a reserve fund to replace vehicles.

Charlene DeBert, Boulder Creek, questioned when the District became an emergency response agency.

Director Brown made a motion that the Board authorize putting out the vehicle list for bidding.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

AUTHORIZATION TO PURCHASE ACOUSTIC PANELING – OPERATIONS BUILDING

Acting District Manager Rogers read the memo to the Board to authorize the purchase of acoustic paneling.

Director Prather made a motion that the District move forward with the purchase and installation of acoustic paneling.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

COMMUNICATIONS SPECIALIST

Acting District Manager Rogers read the memo regarding the Communications Specialist

Karen Brown, Boulder Creek, doesn't feel that a Communications Specialist is needed. The Community Outreach Committee can handle the job.

Gene Ratcliffe, Felton, explained that the Community Outreach Committee is advisory only. Due to the drought and other issues a designated person is necessary.

Charles Baughman, Boulder Creek, suggested this be referred to the Public Relations Committee.

Bruce Holloway, Boulder Creek, doesn't believe this position is necessary. He thinks we would be better served with additional help for the Finance Manager or the District Manager.

Mark Lee, Ben Lomond, suggested that the charter for the Community Outreach Committee be changed to be more useful.

Peter Lang, Boulder Creek, suggested that a temporary person be bought in to catch everyone up.

Dir. Brown suggested that this issue be sent to the Public Relations Committee.

Dir. Rapoza thinks this issue revolves around where we spend our precious resources. This should be revisited mid-year.

Pres. Bruce would like to postpone this issue and send it back to the Personnel Committee and focus on resources.

Dir. Prather supports the idea of waiting until mid-year for further discussion and refers to Personnel Committee.

Director Brown made a motion to table the issue of a Communication Specialist until January.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

CONFLICT OF INTEREST

District Counsel Hynes noted that the code is missing from the agenda and recommends that the item be moved to the next Board of Directors meeting.

Director Prather made a motion to move this item to the next Board meeting.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

BOARD POLICY MANUAL

District Counsel Marc Hynes read the memo suggesting that the Board Policy Manual be revised.

Bruce Holloway, Boulder Creek, there are four paragraphs in the Policy that are affected here. They have to do with state law. The first is paragraph 6, it says that on the first Thursday of December you elect the president and vice president, but the new board is not instated then. The Water Code Section 30530 says that within 30 days after the new Board takes office is when the president should be elected. Paragraph 9 is the Board meeting schedule. It doesn't make sense to Bruce that the outgoing Board set the schedule. Paragraph 11 talks about the responsibilities of the president, first being the signing of the instruments of the Board. Acts are described in the Water Code Section 30523 that the Board only acts by resolution, ordinance or motion. If this is not necessary then it should be removed from the Policy to simplify. Paragraph 26 talks about amending the Policy Manual and it still has the same mistake that was talked about last year, that it is a majority of the quorum is needed, when actually it is a majority of the whole board that is

needed to do anything. There are 4 other paragraphs that have to do with state law and the Policy should agree with state law. Bruce suggested that the Board cancel the first meeting in December.

Director Brown agreed that the first meeting in December should be cancelled to simplify.

President Bruce suggested that the Board Policy Manual be reviewed by an Ad Hoc Committee.

Director Rapoza does not want to see the first meeting in December cancelled but would support moving the election of the president to another meeting.

President Bruce will work with District Counsel and suggest recommendations to the Board Policy Manual to be reported back to the Board at the November 20th Board meeting.

ZAYANTE CREEK LARGE WOOD ENHANCEMENT PROJECT IDEA

Acting District Manager Rogers read the memo regarding Zayante Creek Large Wood Enhancement Project Idea.

Mark Lee, Ben Lomond, supports the project.

Karen Brown, Boulder Creek, noted that grant funding is available and shared information.

Charles Baughman, Boulder Creek, thinks this is a good project.

Director Brown made a motion that the Board approve this idea and grant permission for the project to use SLVWD property.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

DISTRICT FACILITIES CONSOLIDATION PROJECT

Acting District Manager Rogers read the memo regarding the District Facilities Consolidation Project.

President Bruce made a clarification that the recommendation was not just for a feasibility analysis but a feasibility or needs analysis.

John Fasolas, Felton, questioned what is it costing us not to be consolidated?

Director Brown doesn't think this project is feasible.

President Bruce interjected that the needs analysis would include what Dir. Brown is talking about. What are all of the options?

Director Rapoza notes that the decision we make tonight doesn't cost us anything, other than valuable staff time. We put out a Request for Proposal for bids to make a study. The cost of the study will decide if the study needs to be done.

Charles Baughman, Boulder Creek, suggests that the document be re-written, the presumption being that this is a consolidation project.

Bob Fultz, Boulder Creek, questions if a similar analysis has been done before?

President Bruce and Dir. Rapoza explained the process going back to 1992.

Mark Lee, Ben Lomond, stated that \$585/sq.ft. for the campus is outrageous. He advised that the entire project be re-examined.

Pres. Bruce explained that the Board needs more information for an open and transparent process.

Eric Hammer, Brookdale, stated that this project went a long way without a proper use assessment to start with. The Board is doing the right thing to back off of the project and request a needs analysis.

Bruce Holloway, Boulder Creek, there was a proposal in October 2012 meeting to spend \$300 – 400,000 dollars for a building permit.

Dir. Brown is willing to see this as a draft proposal and refer this to the Facilities & Planning Committee.

Acting Dist. Mgr. Rogers thinks that a 3rd party will help the public to understand the process using the information that we have already.

Peter Lang, Boulder Creek, good idea to plan before you act.

Mark Lee, Ben Lomond, suggests that an environmentalist be brought in on the project.

Karen Brown, Boulder Creek, suggested that when we have horrendous storms that we fill our trucks and tanks with gas.

Director Prather made a motion to refer the RFP proposal to the Facilities and Planning Committee.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

Director Prather noted that the District Facilities Consolidation Project is not his pet project.

GENERAL MANAGERS REPORTS:

- a. Manager
(1) Bill List Period Ending September 18, 2014.

Karen Brown, Boulder Creek, questioned the missing check numbers.

Motion made by Dir. Rapoza to approve the Bill list for the period ending October 2, 2014 in the amount of \$521,689.

ROLL CALL:

Ayes:	Brown, Bruce, Prather, Rapoza
Noes:	None
Abstain:	None
Absent:	Vierra

- (2) District Status Reports
Receipt and consideration by the Board of Department Status Reports regarding ongoing projects and other activities.

Administration

- Intertie 6 is up and operable, only the pump station is left to complete.
- Interties 2, 3 & 4 are out to bid.
- Urban Water Management Plan draft will be presented to the November 2014 Environmental Committee.
- Test phase of the leak detection complete.

Operations

- Report through September 2014 shows conservation at 25% for North and 15% for Felton.
- Oly Mutual Construction close to 1000 ft. complete.

ADJOURNMENT TO CLOSED SESSION:

Pres. Bruce adjourned the meeting at 10:35 p.m. to closed session. The purpose of the closed session is the discussion of item 11a.

RECONVENE TO OPEN SESSION:

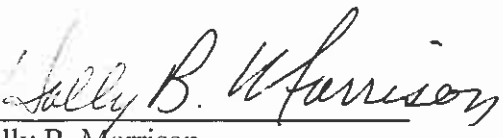
Pres. Bruce reconvened the regular meeting at 11:00 p.m.

REPORT ACTIONS TAKEN IN CLOSED SESSION:

No actions to report.

ADJOURNMENT:

Pres. Bruce adjourned the meeting at 11:01 p.m.



Holly B. Morrison
District Secretary