

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

February 19, 2015

7:30 p.m.

CONVENE MEETING/ROLL CALL:

Vice President Brown convened the meeting at 7:30 p.m.

Roll call showed Dirs. Baughman, Ratcliffe and Hammer were present. District Manager Lee, Director of Operations Rogers, and Legal Counsel Hynes were also present.

Dir. Baughman made a motion to excuse President Bruce from the meeting.

ROLL CALL:

Ayes:	Brown, Ratcliffe, Hammer, Baughman
Noes:	None
Abstain:	None
Absent:	Bruce

MINUTES:

A motion was made by Director Brown to accept the minutes of the Regular Board of Directors Meeting of February 5, 2015.

ROLL CALL:

Ayes:	Baughman, Brown, Ratcliffe, Hammer
Noes:	None
Abstain:	None
Absent:	Bruce

ADDITIONS AND DELETIONS TO AGENDA: None

ORAL COMMUNICATIONS:

John Fasolas, Felton, suggested that we spruce up the Drought signage as a reminder that we are still in a drought. He also suggested that we adopt a short term rate increase to build up our reserves due to lost revenue during the drought.

WRITTEN COMMUNICATION: None

CONSENT AGENDA: None

UNFINISHED BUSINESS:

BOARD OF DIRECTORS POLICY MANUAL 2015

Staff prepared a final draft with changes to the Policy agreed to at the last Board meeting.

Bruce Holloway, Boulder Creek, said that Sturgis won't pertain to public comment but the Brown Act is very specific about public participation. District Counsel said that you could have a study session without public comment. Government Code 54954.38 says that the public can comment on any item in a regular meeting and you can comment on any item in a special meeting. That is the law. Regarding compensation, 20200 of the Water Code says that a water district can increase director compensation no more than 5% per year.

VP Brown said that the Board Policy allows the Board to decide whether public comment will be taken before or after Board discussion.

District Counsel Hynes commented that the Brown Act says that at any meeting there has to be an opportunity for the public to comment, either before or during the item being discussed. Study sessions are allowed to continue more informally. There is no such thing as a study session in the Brown Act. Generally a study session is about one item, so at the beginning of a study session the public can comment on that one item.

Director Ratcliffe says that input from the public can influence the discussion of the Board.

Steve Petersen, Zayante, agrees with Mr. Holloway and Mr. Hynes. The Brown Act has strict interpretation to make the public available in an inclusive way.

District Manager Lee reminded everyone that this is a Board Meeting. This is the only opportunity for the five Board Members to get together and discuss District business. The public has the opportunity discuss issues at any time.

Director Hammer made a motion to approve Resolution No. 38 (14-15) and adopt the 2015 Board Policy Manual.

ROLL CALL:

Ayes:	Baughman, Brown, Ratcliffe, Hammer
Noes:	None
Abstain:	None
Absent:	Bruce

LEAK DETECTION REPORT

Director of Operations Rogers read information describing the Leak Detection Project.

Director Baughman said that he converted the information into 95 acre feet, a significant amount. He asked what the annual usage per acre feet is.

Suellene Petersen, Zayante, suggested that the District submit a summary of the Leak Detection Report to the Valley Press.

Director Ratcliffe questioned the Irwin Bridge leak. It has been repaired.

Director Baughman asked when the District will be revisiting this process again. Rick says he anticipates this will occur every 3 years.

Bruce Holloway, Boulder Creek, was interested in a suggestion that the entire 4" line at Boulder Brook be replaced.

NEW BUSINESS:

EDUCATION GRANT ADVISORY COMMITTEE

District Manager Lee said that each Board Member needs to nominate an individual for the Education Advisory Committee. Please be prepared with a nomination at the next Board Meeting.

Director Baughman requested more information on the Grant Program for the nominees.

District Manager Lee suggested that if you want more information he will set something up with Environmental Analyst Michelsen.

TIME AND ORDER OF BOARD OF DIRECTORS MEETINGS

District Manager Lee noted that it was discussed at the Board of Directors meeting on Feb. 5, 2015 that the time of the regular Board meetings be moved to 6:00 p.m. and conduct closed session first. Followed by the regular meeting at 7:00 p.m. time certain (meaning no earlier than).

VP Brown asked what the process is if there are no closed session items.

Mr. Lee explained that in that instance the Board meeting will begin at 7:00 p.m.

Bruce Holloway, Boulder Creek, thinks this is a fine idea. He is looking forward to more interaction with the Board and the public.

A motion was made by Director Hammer to approve Resolution No. 39 Time and Order of the Board of Directors Meetings.

ROLL CALL:

Ayes:	Baughman, Brown, Ratcliffe, Hammer
Noes:	None
Abstain:	None
Absent:	Bruce

2015 ELECTION OF SPECIAL DISTRICT MEMBER ON LAFCO

VP Brown explained that the Board will make one selection as a group for the position on the LAFCO Board vacated by Jim Rapoza. Director Hammer is one of the candidates.

VP Brown questioned conflict of interest with an SLVWD Board member on the LAFCO Board.

District Counsel Hynes said that a common law conflict of interest is possible.

Director Hammer said that he thinks it is important for SLVWD to have representation on the LAFCO Board as a region. Jim Rapoza did a great job representing the District for years.

District Manager Lee received an endorsement from Jim Rapoza for Eric Hammer to represent SLVWD on the LAFCO Board. The letter arrived after the agenda deadline.

Director Ratcliffe said that we have a large presence in the region and representation on the LAFCO Board would be a good thing.

VP Brown agrees that it is important for the District to be represented.

John Fasolas, Felton, commended Director Hammer for taking on another responsibility.

VP Brown made a motion to support Eric Hammer and cast the Board vote for him.

ROLL CALL:

Ayes:	Baughman, Ratcliffe, Brown
Noes:	None
Abstain:	Hammer
Absent:	Bruce

BOULDER CREEK BUSINESS ASSOCIATION INSTALLATION DINNER AND AUCTION

District Manager Lee informed the Board that SLVWD is a member of the Boulder Creek Business Association. The District doesn't have anything that we can donate however.

Director Hammer recommended that Board members buy tickets and attend the event. He suggested that it would be a great place for District Manager Lee to meet the business community.

John Fasolas, Felton, asked if SLVWD has membership to the Felton Business Association and suggested that the District should be members if not.

MEMORANDUM OF UNDERSTANDING FOR THE MANAGEMENT, SUPERVISORY AND CONFIDENTIAL EMPLOYEES UNIT

District Counsel Hynes introduced the Memorandum of Understanding (MOU) for the Management, Supervisory and Confidential Employees Unit. The Board has discussed the matter in Closed Session extensively.

Director Hammer made a motion to approve the MOU for Management, with the correction to page 23 typo, Resolution No. 40.

ROLL CALL:

Ayes:	Baughman, Brown, Ratcliffe, Hammer
Noes:	None
Abstain:	None
Absent:	Bruce

Director Baughman made a motion to approve the amendment to the budget for the increase in salaries agreed to by approval of MOUs for the Classified and Management employee units.

ROLL CALL:

Ayes:	Brown, Ratcliffe, Hammer, Baughman
Noes:	None
Abstain:	None
Absent:	Bruce

GENERAL MANAGERS REPORTS:

- a. Manager
(1) Bill List Period Ending February 19, 2015.

Suellene Petersen, Zayante, questioned two items on the Bill List. The election fees for \$27,253 and \$147 with no information in front.

The election fees are the SLVWD cost for the November 2014 election. The \$147 is for Comcast, when there is no info in front of an item it's the same as the listed payee.

VP Brown said the Bill List would be more valuable if it was broken down by vendor.

Director Baughman would like to have a master vendor list posted on the website.

Director Ratcliffe said that posting a vendor list could be labor intensive for staff and it would be less onerous for a member of the Board or the public to ask about a specific vendor.

VP Brown suggested we look at the new software package for possible ease of reporting a vendor list.

Bruce Holloway, Boulder Creek, said that the election charges are a line item in the budget.

Director Baughman questioned a payment to Bank of the West for \$2,900. It was the credit card payment for the Board and District Manager to attend the CSDA conference.

Motion made by Director Hammer to approve the Bill list for the period ending February 19, 2015 in the amount of \$371,037.

ROLL CALL:

Ayes:	Brown, Baughman, Ratcliffe, Hammer
Noes:	None
Abstain:	None
Absent:	None

(2) Financial Summary

Director Baughman noted that the Personnel Costs for the month of December was only \$146,000, substantially less than usual. District Manager Lee will inquire as to the change. Dir. Baughman also questioned the Capital Project numbers. Mr. Rogers says that it's just the engineering budget for the project.

(3) Department Status Report

Administration highlights were given by Distract Manager Lee.

- Escrow closed on the Rebecca Property 2/18/15.
- Lompico vote closes February 24, 2015, results will be available by the next BoD meeting March 5, 2015.
- We are working on the Urban Water Management Plan 2010-plan to have final draft in May and final in July.
- Strategic Plan special meeting on March 5
- Met with Sunnycroft Rd. residents and plan to agendize the issue at the March 5 BoD

John Fasolas, Felton, questioned how the Rebecca Property played out.

Director Hammer said that we bought the property for less than we sold it for and we were able to annex land for a tank, which was the goal for the purchase in the first place.

VP Brown says that it was a best case scenario.

John Fasolas, Felton, suggested that we put out a press release. The public would like to hear the good news.

Operations highlights were given by Director of Operations Rogers.

- Mainline Flushing Project is underway
- Intertie 6 should be complete by the end of March
- Intertie 2, 3 & 4 construction has begun
- Olympia Mutual should be complete in less than a month

Suellene Petersen, Zayante, questioned if we can request placement of the Flushing ad in the Valley Press.

John Fasolas, Felton, asked if SLVWD is going to hold off on the Scotts Valley project until the CalTrans project is complete.

Director of Operations Rogers says that it was discussed but that it is doubtful.

Director Hammer said that the PR Committee will be spending time and energy getting information out to the public regarding construction projects, focusing on safety access.

b. Committee/Director Reports

VP Brown noted that the committee reports are appreciated.

Steve Petersen, Zayante, asked when the public can expect a draft of the Capital Improvement Plan.

District Manager Lee has plans to move forward to engage the Board and the Public with the CIP in the spring 2015.

Suellene Petersen, Zayante, suggested that the PR Committee look into a Communications Officer.

ADJOURNMENT TO CLOSED SESSION:

VP Brown adjourned the meeting to closed session at 8:56 p.m.

Bruce Holloway, Boulder Creek, wanted to make a comment about item 11b. A board member on a library board did work on the library and returned the money he made on the project.

RECONVENE TO OPEN SESSION:

VP Brown reconvened the meeting to open session at 9:17 p.m.

REPORT ACTIONS TAKEN IN CLOSED SESSION:

There were no reportable actions.

ADJOURNMENT:

VP Brown adjourned the meeting at 9:17 p.m.

Holly B. Morrison
District Secretary