

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

February 5, 2015

7:30 p.m.

CONVENE MEETING/ROLL CALL:

President Bruce convened the meeting at 7:30 p.m.

President Bruce announced that the Board would begin reading the San Lorenzo Valley Water District Mission Statement at the beginning of every Board meeting.

MISSION STATEMENT: Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

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

MINUTES:

A motion was made by Director Brown to accept the minutes of the Special Board of Directors Meeting of January 9, 2015, Regular Board of Directors Meeting of January 15, 2015 and Special Board of Directors Meeting of January 21, 2015.

ROLL CALL:

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

ADDITIONS AND DELETIONS TO AGENDA:

Director Baughman shared information on the League of Women Voters of Santa Cruz County 50th Anniversary Celebration featuring keynote speaker, John Laird, California Secretary of Natural Resources. The topic of Secretary Laird's speech will be "Water Management in California".

ORAL COMMUNICATIONS: None

WRITTEN COMMUNICATION:

Boulder Creek Business Association – Installation Dinner & Auction invitation to attend and to make a donation to the auction. President Bruce questioned if SLVWD has made a donation in the past. Director of Operations responded that we have not made donations in the past but SLVWD is a member of the association. Staff will review and possibly bring back an action item for the next agenda.

CONSENT AGENDA:

AUTHORIZATION TO BID FOR INVENTORY MATERIALS FOR A SIX-MONTH PERIOD

Director Hammer made a motion to approve the Authorization to Bid for Inventory Materials for a Six-Month Period.

ROLL CALL:

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

UNFINISHED BUSINESS:

BOARD OF DIRECTORS POLICY MANUAL 2015

Staff has compiled comments by the Board and by senior staff regarding the Directors Policy Manual. The compilation is attached to the agenda for discussion.

Director Baughman suggested that the items be discussed line by line.

Bruce Holloway, Boulder Creek, commented that he would like to hear the Board discussion before commenting.

President Bruce responded that this is primarily the Board's Policy Manual so she disagreed with Mr. Holloway.

Discussion ensued regarding changes to be made the draft Board Policy Manual.

NEW BUSINESS:

REVIEW MONTHLY METER READING PROGRAM

District Manager Lee and Director of Operations Rogers described the program and made the recommendation to continue monthly billing.

Director Ratcliffe questioned if this is a tool for conservation?

Bruce Holloway, Boulder Creek, stated that he believes that the actual cost of monthly billing is more than is reflected in the information provided. Mr. Holloway would like to see the program quantified.

Suellene Petersen, Zayante, agreed with Mr. Bruce.

Director Baughman would like to keep the monthly billing for now but to revisit the issue.

Director Hammer would like to approve this program now. It allows the District to better manage cash flow.

President Bruce noted that if rationing should become necessary monthly use statistics will be necessary. Monthly billing is best practice statewide. Pres. Bruce requested information on other water districts switching from bi-monthly to monthly billing. She also requested more quantitative information from staff.

Director Brown agreed that we need the cash flow and would like to keep the practice for the time being.

Director of Operations Rogers asked to continue the monthly billing program through the summer. He thinks we will have a better grasp of cost with two full summers to compare.

Director Baughman made a motion to revisit the Monthly Meter Reading Program in September or October 2015.

ROLL CALL:

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

GENERAL MANAGERS REPORTS:

- a. Manager
(1) Bill List Period Ending February 5, 2015.

Suellene Petersen, Zayante, questioned unpopulated spaces on the bill list.

Staff will confirm the reason for the blanks and bring to the next Board Meeting.

Bruce Holloway, Boulder Creek, asked about a double payment he noted on the January 15, 2015 Bill List.

Staff confirmed that the invoice was not paid twice, the second check was not sent out and that we have contacted the billing clerk to make sure that the same thing doesn't happen in the future.

Motion made by Director Hammer to approve the Bill list for the period ending February 5, 2015 in the amount of \$475,926.

ROLL CALL:

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

(2) Department Status Reports

b. Committee/Director Reports

President Bruce reported on the CSDA-SDLF that was attended by all five Board members and the District Manager.

ADJOURNMENT TO CLOSED SESSION:

President Bruce adjourned the meeting to closed session at 9:47 p.m.

RECONVENE TO OPEN SESSION:

President Bruce reconvened the meeting to open session at 10:45 p.m.

REPORT ACTIONS TAKEN IN CLOSED SESSION:

There were no reportable actions.

ADJOURNMENT:

Pres. Bruce adjourned the meeting at 10:46 p.m.

Holly B. Morrison
District Secretary