



NOTICE OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community
Relations/Communications

NOTICE IS HEREBY GIVEN that the San Lorenzo Valley Water District has called a meeting of the Administration Committee to be held Wednesday, August 8, 2018 at 10:30 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

AGENDA

1. Convene Meeting/Roll Call
2. Oral Communications:
This portion of the agenda is reserved for Oral Communications by the public for items which are not on the Agenda. Please understand that California law (The Brown Act) limits what the Board can do regarding issues raised during Oral Communication. No action or discussion may occur on issues outside of those already listed on today's agenda. Any person may address the Committee at this time, on any subject that lies within the jurisdiction of this committee. Normally, presentations must not exceed three (3) minutes in length, and individuals may only speak once during Oral Communications. Any Director may request that the matter be placed on a future agenda or staff may be directed to provide a brief response.
3. New Business:
Members of the public will be given the opportunity to address each scheduled item prior to Committee action. The Chairperson of the Committee may establish a time limit for members of the public to address the Committee on agenda items.
 - A. PUBLICATION OUTREACH QUALIFICATIONS-CHATTERBOX & WSC
Discussion by the Committee regarding the of Publication Outreach qualifications-
presentation by Chatterbox.
Discussion by the Committee regarding the Publication Outreach qualifications-by
teleconference with WSC.
 - B. RECORDS RETENTION POLICY
Discussion by the Committee regarding the Records Retention Policy.
 - C. LEAK ADJUSTMENT POLICY
Discussion by the Committee regarding the Leak Adjustment Policy.
 - D. CONFLICT OF INTEREST CODE
Discussion by the Committee regarding the Conflict of Interest Code.
4. Old Business:
Members of the public will be given the opportunity to address each scheduled item prior to Committee action. The Chairperson of the Committee may establish a time limit for members of the public to address the Committee on agenda items.
 - A. DRAFT OF BOARD POLICY MANUAL
Discussion by the Committee regarding the Draft Board Policy Manual.

B. LEGISLATIVE UPDATE

Discussion by the Committee regarding a review of pertinent legislation currently being discussed.

C. COMMUNICATIONS UPDATE

Discussion by the Committee regarding a review of communications.

5. Informational Material: None.

6. Adjournment

In compliance with the requirements of Title II of the American Disabilities Act of 1990, the San Lorenzo Valley Water District requires that any person in need of any type of special equipment, assistance or accommodation(s) in order to communicate at the District's Public Meeting can contact the District Office at (831) 338-2153 a minimum of 72 hours prior to the scheduled meeting.

Agenda documents, including materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet, are available for public inspection and may be reviewed at the office of the District Secretary, 13060 Highway 9, Boulder Creek, CA 95006 during normal business hours. Such documents may also be available on the District website at www.slvwd.com subject to staff's ability to post the documents before the meeting.

Certification of Posting

I hereby certify that on July 27, 2018, I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California, said time being at least 72 hours in advance of the meeting of the Administration Committee of the San Lorenzo Valley Water District in compliance with California Government Code Section 54956.

Executed at Boulder Creek, California, on July 27, 2018.

Holly B. Hossack, District Secretary,
San Lorenzo Valley Water District