

MINUTES
SAM SPECIAL BOARD MEETING
October 5, 2015

1. **CALL TO ORDER** – Chair Lohman called the meeting to order at 7:21 P.M. at the SAM Administration Building, located at 1000 N Cabrillo Highway, Half Moon Bay, CA.

ROLL CALL: Present: Directors Penrose (for Kowalczyk), Ruddock, Lohman, Boyd, Woren, Harvey

Chair Lohman reordered the Agenda to allow for Agenda Item 3 - Closed Session to be considered after Agenda Item 9 – Directors Report.

2. **PUBLIC COMMENT / ORAL COMMUNICATION**

Director Woren informed the Board of the low level of water at the San Juan Reservoir.

4. **CONSENT AGENDA – NONE**

5. **OLD BUSINESS**

A. Proposals for Engineering Services related to the Recycled Water Project.

Acting Manager Heldmaier reviewed the proposals from Kennedy Jenks/HydroScience and SRT Consultants/RMC Water and Environment. He stated that both proposals are similar and the ranking system used was executed by SAM Engineering Construction & Contract Manager Kishen Prathivadi and two external engineers.

Engineering Construction & Contract Manager Kishen Prathivadi addressed the Board and informed them of some extra work that was done in-house after questions arose at the last Board meeting on September 28, 2015. He discussed water quality constituents. A discussion ensued. Curtis Lam of HydroScience addressed the Board and stated that having a solid basis of planning at the beginning, in order to know what kind of treatment process that one wants to have, that is financially feasible and that all parties agree to, is critical to proceed with any project. Director Harvey handed out a resume for Board consideration. Chair Lohman suggested either going with the study from SRT that people are concerned about because they did what SAM asked, or going with Kennedy Jenks because they went beyond the RFP, or do a better RFP that gives specific information that has been asked for. Director Ruddock suggested postponing a decision until the technical memorandum by Kennedy Jenks (contracted with CCWD) can be seen and reviewed in time for the next recycled water committee meeting. Chair Lohman suggested outlining a particular scope of work and then ask for proposals from each engineering firm after receiving the technical memorandum from Kennedy Jenks.

Chair Lohman announced a quick break before continuing the meeting.

6. **NEW BUSINESS - NONE**

A. Request for Proposal (RFP) for Legal Counsel

Acting Manager Heldmaier requested the Board approve the RFP for legal services. Director Woren requested that the Board meetings for November and December be agendaized. Director Woren suggested adding the word “who” in front of the word “maintain” in the second to the last line of the first paragraph in the RFP. He also suggested adding a comma after Granada Community Services District and striking the words “any staff

member” to the handout. Following discussion Director Woren moved and Director Boyd seconded the motion to approve the RFP with the suggested modifications.
Woren/Boyd/8 Ayes/0 Noes. The motion passed.

7. ACTING MANAGERS REPORT – NONE

8. ATTORNEY’S REPORT – NONE

9. DIRECTOR’S REPORT – NONE

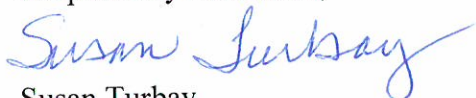
3. CLOSED SESSION

A. Public Employee Appointment, pursuant to Government Code Section 54957(b)
Title: General Manager

The Board went into Closed Session at 9:17 p.m. The Board came out of Closed Session at 10:30 p.m. Acting Manager Heldmaier reported that there was no reportable action.

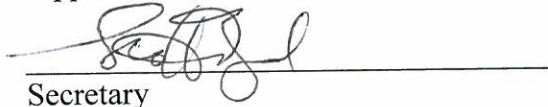
Chair Lohman adjourned the meeting at 10:30 P.M., to the next regular Board meeting, scheduled for Monday, November 2, 2015, 7:00 P.M., at the SAM Administration Building, 1000 N Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully Submitted,



Susan Turbay
Recording Secretary

Approved By:



Secretary