

MINUTES

Adjourned Regular Board Meeting of September 28, 2015 and Special Meeting 7:00 P.M., Monday, November 2, 2015

- 1. CALL TO ORDER:** Vice-Chair Ruddock called the adjourned regular meeting of September 28, 2015 to order at 7:02 p.m. at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA.

ROLL CALL: Present: Directors Clark (for Lohman), Kowalczyk, Ruddock, Woren, Boyd, Slater-Carter (for Harvey)

STAFF PRESENT: Acting Manager Heldmaier, General Counsel Copeland, Engineering and Construction Contract Manager Prathivadi, Supervisor of Operations Costello, and Recording Secretary Turbay.

2. PUBLIC COMMENT/ ORAL COMMUNICATION

Director Woren informed the Board that there will be a program later this evening on the NBC affiliate, Channel 3 cable station at 11:00 p.m. regarding water in Israel where they convert recycled water to drinking water.

Vice-Chair Ruddock reordered the Agenda to allow for Agenda Item 3, Closed Session, to be considered after Agenda Item 8, Director's Report of the Special Meeting.

4. ADJOURNMENT

At 7:04 p.m., Vice Chair Ruddock recessed the adjourned regular Board meeting to the Special Meeting.

Special Meeting

3. CONSENT AGENDA

- Approve Minutes of September 28, 2015 Board Meeting
- Approve Minutes of October 5, 2015 Board Meeting
- Approve Minutes of August 26, 2015 Recycled Water Committee Meeting
- Receive and File Manager's Monthly Report for September 2015 including:
 - Monthly Flow Report
 - Financial Statement
 - Monthly NPDES Report
 - Collection System Data
- Approve Disbursements for October 2015

Director Kowalczyk moved and Director Boyd seconded the motion to approve Consent Agenda Item 3B – Approve Minutes of October 5, 2015, Item 3C – Approve Minutes August 26, 2015 Recycled Water Committee Meeting, Item 3D – Manager's Monthly Report for September 2015 and Item 3E – Disbursements October 2015.

Kowalczyk/Boyd/8 Ayes/0 Noes. The motion passed.

Vice-Chair Ruddock moved and Director Boyd seconded the motion to approve Agenda Item 3A – Minutes of September 28, 2015 Board Meeting.

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Ruddock/Boyd/8 Ayes/0 Noes. The motion passed.

4. OLD BUSINESS

A. Update on Recycled Water Project Status

Acting Manager Heldmaier informed the Board of the Recycled Water Committee meeting that was held on October 19, 2015 and its purpose of discussing additional information received from CCWD and preliminary information received from Kennedy Jenks on their recycled water study. He said their results were very much in line with SAM's earlier study. The preliminary recycled water financing scenario presented by CCWD at the meeting was discussed. He outlined the purpose of the Recycled Water Project, stakeholder benefits, economic feasibility including comparative costs of recycled water projects in the area and water quality. He suggested that SAM staff do more sampling at various locations and said that the project was financially viable. Director Boyd mentioned that the recycled water project has tangible benefits for member agencies like MWSD. Katherine Slater-Carter requested the Kennedy Jenks preliminary study and this presentation be sent to all Directors.

B. Proposals for Engineering Services Related to the Recycled Water Project

Acting Manager Heldmaier informed that the 2 proposals from HydroScience/Kennedy Jenks and SRT Consultants/RMC Water and Environment were reviewed and discussed at the previous Board meeting. A discussion ensued. Director Woren requested that SAM staff research any point source of concern like Rocket Farms and the increased salt load. Director Slater-Carter requested Acting Manager Heldmaier update the spreadsheet numbers that he started with earlier, by removing R/O (Reverse Osmosis) and adding another tank with and without R/O for a total of 3 new columns. Director Kowalczyk requested staff to work with OCP and CCWD to develop a consensus view with a likely, pessimistic and optimistic view of the project estimates based on what is known today along with the assumptions. Following discussion, Director Boyd moved and Director Woren seconded the motion to design a complete sampling study and bring back recommendations to the Board. Boyd/Woren/8 Ayes/0 Noes. The motion passed.

C. Update on Request for Proposal (RFP) for Legal Counsel

Acting Manager Heldmaier informed the Board that an RFP was advertised in the San Mateo County Times, distributed through the CASA Attorneys Committee and sent to known law firms identified by the member agencies Counsels. He stated that SAM has received 1 RFP back, an indication from another firm that they will send one and are expecting the proposals by November 16, 2015 when they will be presented at the next Board meeting. He informed the Board that SAM is in contact with management partners in the event that new Counsel is not on board by January 1, 2016.

D. Update on Hiring of New General Manager

Acting Manager Heldmaier stated that there was no new update at this time.

E. Intertie Pipeline System Reinforcement Project Status Update

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Engineering and Construction Contract Manager Prathivadi updated the Board on the IPS Reinforcement Project. He stated that the work is in progress, the contractor mobilized on October 19, 2015, the project sign and installation have been completed, the residents have been notified, the 16" pipes have been delivered and the water lines have been laid but not completed. He also stated the 16" pipe will be laid later this week or next week, and after that, the 12" pipes will be addressed. He informed the Board that the pump will be delivered in January or February and that is when the project will be completed. Vice-Chair Ruddock thanked him for the update.

5. NEW BUSINESS

A. Ratify Adoption of Salary Schedule for Unrepresented Employees as Required by CalPERS

Following a brief discussion Director Woren moved and Director Boyd seconded the motion to Ratify Adoption of Salary Schedule for Unrepresented Employees as required by CalPERS. Woren/Boyd/8 Ayes/0 Noes. The motion passed.

B. Consideration of Changes to November and December 2015 Regular SAM Board Meeting Dates

Following a brief discussion, Director Woren moved and Director Boyd seconded the motion to cancel the December 28, 2015 Board meeting and call a special meeting if needed. Woren/Boyd/8 Ayes/0 Noes. The motion passed.

6. ACTING MANAGER'S REPORT - NONE

7. ATTORNEY'S REPORT - NONE

8. DIRECTOR'S REPORT – NONE

Vice-Chair Ruddock adjourned the Special Meeting at 8:52 p.m. and reconvened to the Adjourned Regular Board Meeting at 9:03 p.m.

3. CLOSED SESSION

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

The Board went in to Closed Session at 9:03 p.m. The Board came out of closed session at 10:03 p.m. Acting Manager Heldmaier reported there was no reportable action.

9. PUBLIC COMMENT / ORAL COMMUNICATION - NONE

10. ADJOURNMENT

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Vice-Chair Ruddock adjourned the adjourned regular September 28, 2015 meeting at 10:03 P.M., to the Special Board meeting, scheduled for November 9, 2015, at the SAM Administration Building, 1000 N Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully submitted,



Susan Turbay
Recording Secretary

APPROVED BY:



BOARD SECRETARY