

**MINUTES
SAM REGULAR BOARD MEETING
May 26, 2015**

1. CALL TO ORDER: Chair Lohman called the meeting to order at 7:10 p.m. at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA.

ROLL CALL: Present: Directors Ruddock, Kowalczyk, Lohman, Boyd, Woren, Harvey

STAFF PRESENT: Acting Manager Heldmaier, General Counsel Copeland, Supv. of Treatment Ops/Field Ops Costello, Supv. of Admin. Svcs. Tracy, and Recording Secretary Turbay.

2. PUBLIC COMMENT/ ORAL COMMUNICATION

Chair Lohman reordered the Agenda to allow for Agenda Item 9C to be considered before Agenda Item 3 and Agenda Item 5A to be considered after Agenda Item 9C.

9. CLOSED SESSION

C. Hiring of Engineering & Construction Contract Manager – Government Code Section 54957(b)1

The Board went into Closed Session at 7:11 p.m. The Board came out of Closed Session at 8:42 p.m. General Counsel Copeland reported there was no reportable action.

5. NEW BUSINESS

A. Presentation by RMC Water and Environment on Recycled Water

Mark Takemoto and Christy Kennedy of RMC Water and Environment presented the Board with an overview of their company's expertise in recycled water system planning and design. They discussed RMC's successful projects in the Bay Area, a future recycled water program for SAM, and the importance of submitting applications for grant funding with CEQA documentation. Following discussion, Director Woren requested an electronic copy of their presentation for the Board. Chair Lohman thanked Mr. Takemoto and Ms. Kennedy for their presentation.

3. CONSENT AGENDA

General Counsel Copeland requested agenda item 3A – Approve Minutes of the May 11, 2015 Special Board meeting, be pulled for review by the Acting Manager and Chair, and brought back to the June 29th Board meeting.

Director Woren moved and Director Ruddock seconded the motion to approve consent agenda items as presented:

3A. Minutes of April 27 and May 4, 2015

3B. Manager's Monthly Reports for April consisting of:

a. Monthly Flow Report

b. Financial Statement

c. Monthly NPDES Report

d. Collection Systems Data

3C. Disbursements for May 2015

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

4. OLD BUSINESS

A. Discuss and Possible Action – FY 2015-16 SAM Budget – Board Requested Additions

Acting Manager Heldmaier reviewed the Board's requested additions to the draft SAM Budget FY 2015-16 and recommended the budget go out to the Member Agencies for approval and subsequent adoption by the Board. A discussion ensued. Director Woren suggested a separate budget for recycled water. Following discussion, Director Harvey moved and Director Kowalczyk seconded the motion for approval to distribute the SAM FY 2015-16 Budget to SAM Member Agencies for approval. Harvey/Kowalczyk/8 Ayes/0 Noes. The motion passed.

B. Approval of Acting Manager Contract

General Counsel reported that, as a follow up to the direction given by the Board at the Closed Session during the May 11th meeting, he has prepared and is distributing for the Board's review a proposed agreement for Acting Manager Services. During discussion, the Board made suggested revisions which Mr. Copeland said he would incorporate into the document. The Board concurred with Chair Lohman's suggestion that Mr. Copeland electronically transmit the revised document to the Board members, and, assuming no further requested revisions, transmit it to Mr. Clemens for his review and approval and subsequent execution by the Chair on behalf of the Board.

C. Update on Recycled Water Committee Activities

Chair Lohman reported that SRT Consultants will be presenting an updated report (authorized at the April 27, 2015 Board meeting) on the recycled water project at the next regular Board meeting. Director Boyd directed staff to account for all money spent on recycled water.

5. NEW BUSINESS (cont.)

B. Update on Hiring New General Manager

Chair Lohman informed the Board that the recruiting process with Bill Murray and Associates is on course. Acting Manager Heldmaier suggested including the Managers of the Member Agencies in the process of selecting a new General Manager. Acting Manager Heldmaier will send out to the Board a recruiting timeline provided by Bob Murray & Associates.

C. Consideration of Changing June 22, 2015 Board meeting to June 29, 2015

Due to a scheduling conflict with Acting Manager Heldmaier's schedule, he asked the Board to consider moving the June 22, 2015 Board meeting to June 29, 2015. Following a brief discussion, Director Harvey moved and Director Woren seconded the motion to change the June 22, 2015 Board meeting to June 29, 2015. Harvey/Woren/8 Ayes/0 Noes. The motion passed.

6. ACTING MANAGER'S REPORT

Acting Manager Heldmaier updated the Board on recent activities during the month of May 2015 as set forth in his Written Report to the Board. He also informed the Board that the new flusher truck would be arriving at SAM on May 27, 2015.

7. ATTORNEY'S REPORT

A. CASA Attorney's Committee Meeting Report, May 8, 2015

General Counsel Copeland discussed his written memo to the Board, in particular the legal issues related to tiered user rates. He also informed the Board of a telephone call he had received from SRT Consultants on Friday, May 22, 2015, indicating they were ready to submit to the Board for review the proposed plans and specifications for the Vallemar pipe replacement maintenance project. He suggested the Board may wish to schedule a special meeting in order to be responsive to the consultant's request.

8. DIRECTOR'S REPORT

Chair Lohman reported that he attended the LAFCO meeting on May 20, 2015.

9. CLOSED SESSION (cont.)

- A. Significant Exposure to Litigation – Government Code 54956.9(b) Number of Cases: 1
- B. Public Employee Appointment – Government Code 54957(b)1 Title: Interim General Manager

The Board went in to Closed Session at 10:16 P.M. The Board came out of Closed Session at 11:20 P.M. Acting Manager Heldmaier reported that direction was given to staff.

10. ADJOURNMENT

Chair Lohman adjourned the meeting in memory of Janice McClintock at 11:20 P.M., to a special meeting, scheduled for June 8, 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

