

MINUTES
SAM REGULAR BOARD MEETING
March 28, 2011

1. CALL TO ORDER: Chair Lohman called the meeting to order at 7:05 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA.

ROLL CALL: Present: Lohman, Harvey, Fraser, Boyd, Kowalczyk, Woren
Absent: None

STAFF PRESENT: General Manager Leonard, General Counsel Copeland, Tech. Svcs. Supv. Pullin and Recording Secretary Turbay.

Director Fraser informed the Board that she would be leaving the meeting at 8:25 PM.

2. PUBLIC COMMENT/ ORAL COMMUNICATION - NONE

3. CLOSED SESSION -NONE

4. CONSENT AGENDA

Director Woren requested that agenda item 4E, Ratification of FY2010-11 SAM Audit Engagement Letter, be pulled for discussion.

Director Fraser moved and Director Harvey seconded the motion to approve the following consent agenda items as presented:

- A. Approve Minutes – February 28 SAM Board Meeting and March 14, 2011 SAM Budget Workshop
- B. Receive and File Manager’s Monthly Report for February 2011, including:
 - a. Monthly Flow Report
 - b. Financial Statement
 - c. Monthly NPDES Data
 - d. Collection System Data
- C. Approve Disbursements for March 2011.
- D. Receive and File Tolling Agreement-Foley Matter

Fraser/Harvey/8 Ayes/0 Noes. The motion passed.

4E. Ratification of FY2010-11 SAM Audit Engagement Letter

Director Woren requested the addition of a contract provision with the auditor that states “none of the final deliverables shall have a font size less than 10.”

Director Woren moved and Director Boyd seconded the motion to approve ratification of FY2010-11 SAM Audit Engagement Letter, as so modified.

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

5. OLD BUSINESS

5A. Discuss and Possible Action on Recycled Water

General Manager Leonard introduced Jim Brezak of Brezak and Associates. Mr. Brezak made a presentation on the CEQA process as it relates to a possible SAM recycled water project. He discussed what CEQA is, the goals of CEQA, the state clearinghouse and planning unit, its legislative beginnings, when CEQA applies, and its guidelines. Mr. Brezak also discussed the differences between a Lead Agency, and a Responsible Agency and who should be the Lead, initial study contents, CEQA's public process, its effects and impacts, growth inducing impacts, practical perspectives, policy considerations, CEQA within the project development sequence, related funding issues, completing the CEQA process, and what CEQA is not. A discussion ensued. Following discussion, Chair Lohman thanked Mr. Brezak for his presentation. Director Fraser suggested General Manager Leonard review the report from SRT Consultants on costs and permits required.

General Manager Leonard reviewed an article in the Half Moon Bay Review, a letter from Representative Anna Eshoo, and a recent article in USA Today regarding recycled water for potable use and a related letter to the editor from the Association of California Water Agencies (ACWA) complementing the newspaper for informing the public about recycled water for potable use. He also discussed his meeting with the General Managers of MWSD and CCWD regarding the continuing interest in a recycled water project. A discussion ensued. Director Harvey suggested General Manager Leonard work on individual agreements with each member agency. Chair Lohman suggested working on the general principles of an agreement. Chair Lohman suggested Director Woren forward a contract example he received from the General Manager of GSD to General Manager Leonard as a guideline. Director Boyd requested General Manager Leonard forward a copy of last year's submission sent to Representative Jackie Speier to each of the Board members.

Director Fraser excused herself from the remainder of the meeting at 8:26 p.m.

5B. Discuss and Possible Action on Wet Weather Flow Management Program (WWFMP) Project

General Manager Leonard informed the Board that SRT has supplied 50% drawings for the WWFMP project and is waiting for the 90% drawings before putting it out to bid. A discussion ensued.

6A. NEW BUSINESS

A. Approve SAM Proposed FY2011-12 Budget For Transmittal to SAM Member Agencies

General Manager Leonard reviewed changes made in the draft budget. Director Woren suggested staff look into the use of solar power at the Portola Pump Station. Vice-Chair Kowalczyk suggested staff look into solar and other renewable options. Director Boyd suggested General Manager Leonard contact the General Manager of MWSD regarding solar power used at various Montara sites.

Director Harvey moved and Vice-Chair Kowalczyk seconded the motion to approve the SAM proposed FY2011-12 budget for transmittal to SAM member agencies for approval.

Harvey/Kowalczyk/7 Ayes/0 Noes. The motion passed.

B. Discuss and Possible Action on Collection Assessment Calculation

General Manager Leonard discussed several alternatives to the current calculations used for the assessments to the member agencies. Chair Lohman complimented General Manager Leonard on his analysis and suggested this item be brought back to the agenda at a later date. Director Woren thanked General Manager Leonard for his presentation.

C. Authorize Manager to Schedule Public Hearing – Non-Domestic Waste Source Control Program (NDWSCP) Permittees That Have Not Yet Paid FY2010-11 Fees

General Manager Leonard informed the Board of the customers who were delinquent with NDWSCP fees for FY2010-11. He discussed the process of the possible public hearing and potential service interruption to those customers who owed fees. Director Woren moved and Vice-Chair Kowalczyk seconded the motion to authorize General Manager to schedule the public hearing on customers who owed fees. Woren/Kowalczyk/7 Ayes/0 Noes. The motion passed.

7. GENERAL MANAGERS INFORMATIONAL REPORT

General Manager Leonard reviewed his activities for the month of March, which included his meeting with the General Managers of CCWD and MWSD, hosting a luncheon for SAM staff to celebrate their recent Safety Award from CSRMA, his participation in a webinar presented by the California Special Districts Association, and his attendance at the Santa Clara Valley Section of the CWEA meeting featuring Director Muller, Chair of the San Francisco Regional Water Quality Control Board, as guest speaker.

8. ATTORNEY'S REPORT - NONE

9. DIRECTORS' REPORT - NONE


10. TOPICS FOR FUTURE DISCUSSION - NONE

11. PUBLIC COMMENT/ORAL COMMUNICATION - NONE

12. ADJOURNMENT

The meeting was adjourned at 8:59 P.M., to the next Regular Board meeting, scheduled for April 25, 2011, 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:


BOARD SECRETARY