

**MINUTES
SAM REGULAR BOARD MEETING
MAY 27, 1997**

CALL TO ORDER: Chairperson Okonek called the meeting to order at 7:35 P.M. in the Administration building located at 1000 N. Cabrillo Highway in Half Moon Bay.

ROLL CALL: Present: Prosser, Okonek, Coleman, Ruddock, Ptacek
Absent: Thollaug
Alternate: None.

STAFF PRESENT: Manager Dickson, Operations Supervisor Pullin, Legal Counsel Copeland, Accountant Salera, Recording Secretary Tracy.

CONSENT AGENDA

A motion was made to approve the following items as presented:

- A. Approval of Minutes - April 28, 1997
 - B. Disbursements For April, 1997
 - C. Financial Statement - Through April 1997
 - D. Flow Report For April, 1997
 - E. NPDES Self-Monitoring Report - April, 1997
- Prosser/Coleman/7 AYES, 0 NOES. The motion passed.

PUBLIC COMMENT/ORAL COMMUNICATIONS - None.

OLD BUSINESS

A. Construction Progress Report No. 10

Manager Dickson presented Carollo Engineer's Construction Progress Report No. 10 and advised the Board that based on the percent of the total project time expended, the project was 34% complete. He explained that the 36" effluent line installation was in progress, and electrical duct work would soon follow. He also advised that the project is on schedule, that the aeration basins and digester complex have boilers, pumps and pipes installed and start up is scheduled for mid to end July. He also advised that the demolition of the aerobic digester was scheduled for late August or early September, that the digester levee has been restored, the fencing will be installed, and the replanting of the cypress trees and willows are to follow.

B. Construction Contingency Fund Status

Manager Dickson reviewed his memo to the Board dated May 21, 1997 and advised that the approximate amount of contingency funding currently available is \$700,000. He explained Staff's efforts in working with both Carollo Engineers and Gateway Pacific to reduce project costs and advised that it appears the funds available should be adequate to cover a normal level of project contingencies. Following discussion, no Board action was taken.

C. Fiscal Year 1997-1998 Budget

Manager Dickson advised the Board that Granada Sanitary District and the City of Half Moon Bay have approved the SAM 1997-1998 Budget by Resolution and that the FY 1997-1998 SAM Budget was on the Montara Sanitary District's agenda for consideration on June 5, 1997. He stated that this item would be placed on the next SAM Board meeting agenda for Board approval. Manager Dickson also handed out a memo dated May 27, 1997 which explained certain payroll changes and assumptions. Following discussion, no Board action was taken.

D. SAM Financial Goals and Five Year Budget

Manager Dickson advised the Board that this item was placed on the agenda in error, that more work was needed to be done by Staff in this regard, and he would bring it back on the next Board meeting's agenda for discussion.

NEW BUSINESS

A. Application for Payment No. 10 for Gateway Pacific Contractors, Inc.

Manager Dickson presented Gateway Pacific's application for payment No. 10, dated May 21, 1997 for a total amount of \$1,102,738 (\$992,464 plus retainer of \$110,274). Following discussion, a motion was made to approve the application for a total amount of \$1,102,738 and to authorize the Manager to execute the application on behalf of the Authority.

Ruddock/Ptacek/ 7 AYES. 0 NOES. The motion passed.

B. Progress Report on Intertie Pipeline Study

Manager Dickson reviewed his memo dated May 21, 1997 with the Board which highlighted the key issues within the intertie pipeline system's peak flow capacity. He introduced Edith Beuby and Mike Britten of Carollo Engineers who proceeded with a presentation on the progress of the intertie pipeline study preliminary findings to date. Following discussion, Manager Dickson advised that obtaining data on peak wet weather flows was critical to finding solutions to the intertie pipeline system's limitations, and that Carollo Engineers will next be focusing on defining the data needed for further evaluation and design. No Board action was taken.

C. Design of SAM Administration Building Improvements

Manager Dickson presented and reviewed his report to the Board dated May 22, 1997 and requested that the Board authorize the design of the administration building improvements, at a cost not to exceed \$90,000. After discussion, Board members requested that Manager Dickson develop a list of various options to the current proposal, for further review.

MANAGER'S REPORT

Manager Dickson reviewed his report on management bonuses dated May 27, 1997 with the Board. Following discussion, the Board recommended that Manager Dickson place the Manager's performance review on the agenda for Closed Session at the next Board meeting.

ATTORNEY'S REPORT

Legal Counsel Copeland advised the Board that the proposed contract regarding the allocation of capacity between Granada Sanitary District and The City of Half Moon Bay does not change the voting rights of the member agencies which were originally established in the 1976 Joint Powers Agreement.

DIRECTOR'S REPORT

Director Coleman handed out a copy of the City of Half Moon Bay's Infiltration/Inflow (I/I) Remediation Proposed Project Status Report for the Board's review.

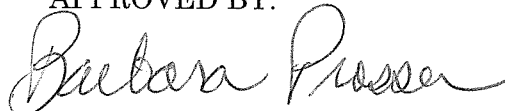
ADJOURNMENT

A motion was made to adjourn the meeting at 10:00 P.M.
Ptacek/Ruddock/7 AYES, 0 NOES. The motion passed.

Respectfully submitted,


Jeannette L. Tracy
Recording Secretary

APPROVED BY:


BOARD SECRETARY