

**MINUTES
SAM ADJOURNED BOARD MEETING
JUNE 30, 1997**

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

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

STAFF PRESENT: Manager Dickson, 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 - May 27, 1997
 - B. Disbursements for May, 1997
 - C. Financial Statement - Through May, 1997
 - D. Flow Report for May 1997
 - E. NPDES Self-Monitoring Report - May, 1997
- Prosser/Ptacek/8 AYES, 0 NOES. The motion passed.

PUBLIC COMMENT/ORAL COMMUNICATION - None.

OLD BUSINESS

Construction Progress Report No. 11

Manager Dickson presented and reviewed Carollo Engineer's Construction Report No. 11, wherein he advised the Board that based on total dollars spent, the project is over 50% complete. He advised that the projected start up date for the digester complex is Mid-August 1997. He also advised that the contractor has used up the six weeks' lead time, but the project was currently on schedule with no problems to report.

B. Authority FY 97/98 Proposed Budget -Revised Pages 2 through 7.

Accountant Salera presented her memo dated June 16, 1997 and the Revisions to Page 2 through 7 of the Proposed FY 97/98 Budget as self-explanatory. Following discussion, no Board action was taken.

C. Authority Budget for FY 97/98. A Resolution Approving and Adopting the General Budget for FY 97/98 and A Resolution Approving and Adopting the Budget For Collection System Maintenance and Operation of Services to Be Provided to Member Agencies For FY 97/98.

Manager Dickson presented his memo of June 19, 1997 to the Board and advised that the three member agencies had approved the Authority's General and Collection System and Operation of Services Budgets by Resolution. Following discussion, a motion was made to approve and adopt the General Budget for FY 97/98. Ptacek/Prosser/8 AYES, 0 NOES. The motion passed.

A motion was made to approve and adopt the Budget for Collection System Maintenance and Operation of Services to Be Provided to Member Agencies for FY 97/98.

Ptacek/Prosser/8 AYES, 0 NOES. The motion passed.

D. SAM Financial Goals and Capital Program

Manager Dickson presented his report of June 20, 1997 to the Board and requested the Board form an ad-hoc working committee of one member from each member agency to address long term financial plans, capital program issues and development of the details of financial planning policies and procedures with Staff. The following Board members volunteered to serve on the Committee: Okonek, Coleman, and Ptacek. Manager Dickson advised he would call these Board members to arrange the first meeting.

NEW BUSINESS

A. Application For Payment # 11 for Gateway Pacific Contractors, Inc.

Manager Dickson presented Gateway Pacific's application for Payment No. 11, dated June 18, 1997 for a total amount of \$576,280 (\$553,399, plus retainer of \$22,881). Following discussion, a motion was made to approve the application for a total amount of \$576,280 and to authorize the Manager to execute the application on behalf of the Authority.

Coleman/Ruddock/8 AYES, 0 NOES. The motion passed.

B. Approval of Change Order for New Soil Management Requirements

Manager Dickson advised the Board that new developments have occurred since the writing of his memo to the Board dated June 19, 1997 and stated he would defer this item until a revised soil management plan is developed. Following discussion, no Board action was taken.

MANAGER'S REPORTS

Manager Dickson advised the Board that a scheduled Half Moon Bay Public Advisory Committee Meeting conflicts with the Regular SAM Board Meeting of July 28, 1997. Discussion followed regarding member agency representation at the July 28, 1997 Regular SAM Board meeting. Board members agreed that the Regular SAM Board Meeting of July 28, 1997 would be held at 6 P.M. and that the Election of Officers would be held over to the August 25, 1997 Regular SAM Board Meeting.

ATTORNEY'S REPORTS

Legal Counsel Copeland presented his memo to the Board regarding the Attorney's Meeting at CASA Conference - May 30, 1997 as self-explanatory.

DIRECTOR'S REPORTS

Chairperson Okonek advised that she would be on vacation for the July 28, 1997 SAM Board Meeting and would have an alternate Board member attend. Directors Coleman and Ruddock advised that they would request that Alternate Board Member Carol Cupp attend the July 28, 1997 Board meeting should they not be able to attend due to the Public Advisory Committee Meeting being held on July 28, 1997.

CLOSED SESSION

The meeting went into Closed Session at 8 P.M. pursuant to Government Code Section 54956.9, Subdivision, (a), Pending Litigation: Burgess v. Nerhan, Holtzinger, Granada Sanitary District, Sewer Authority Mid-Coastside and Pursuant to Government Code Section 54957: Public Employee Performance Evaluation for Authority Manager.

The meeting came out of Closed Session at 8:14 P.M.

It was reported that no action was taken in Closed Session.

ADJOURNMENT

A motion was made to adjourn the meeting at 8:17 P.M.
Prosser/Ruddock/8 AYES, 0 NOES. The motion passed.

Respectfully submitted,


Jeannette L. Tracy
Recording Secretary

APPROVED BY:


SAM BOARD SECRETARY