

**MINUTES  
SAM REGULAR BOARD MEETING  
JULY 28, 1997**

**CALL TO ORDER:** Chairperson Pro-Tem Prosser called the meeting to order at 6:08 P.M. in the Authority Administration building located at 1000 North Cabrillo Highway in Half Moon Bay.

**ROLL CALL:** Present: Prosser, Coleman, Ruddock, Ptacek (6:18 P.M), and Thollaug  
Absent: Okonek  
Alternate: Vogt

**STAFF PRESENT:** Manager Dickson, Operations Supervisor Pullin, Accountant Salera and Recording Secretary Tracy.

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

- A. Approval of Minutes – June 30, 1997
- B. Disbursements for June, 1997
- C. Financial Statement – Through June, 1997
- D. Flow Report for June, 1997
- E. NPDES Self-Monitoring Report – June, 1997

Thollaug/Ruddock/6 AYES, 0 NOES, 1 ABSTAIN (Vogt). The motion passed.

**PUBLIC COMMENT:** None.

**OLD BUSINESS:**

**A. Construction Progress Report No. 12**

Manager Dickson presented Carollo Engineer's Construction Progress Report No. 12 as self-explanatory, commenting that the project is on schedule and going well. No Board action was taken.

**B. Resolution Regarding Farm Labor Housing Agreement**

Manager Dickson reviewed his memo to the Board dated July 24, 1997, and following discussion, a motion was made to adopt the next resolution in order, A Resolution Concerning Agreement Regarding The Provision Of Sewer Services To The Coastside Farm Labor Housing Project.

Coleman/Ruddock/7 AYES, 0 NOES. The motion passed.

**NEW BUSINESS**

**A. Application For Payment # 12, for Gateway Pacific Contractors, Inc.**

Manager Dickson presented Gateway Pacific's application for Payment No. 12, dated July 21, 1997 for a total amount of \$480,573. Following discussion, a motion was made to approve the application for a total amount of \$480,573 and to authorize the Manager to execute the application on behalf of the Authority.

Ruddock/Thollaug/7 AYES, 0 NOES. The motion passed.

**B. Gateway Pacific Change Order No. 16 – Temporary Chlorination/De-Chlorination Facilities**

Manager Dickson presented his memo to the Board dated July 24, 1997. Board members requested this item be deferred to the August 25, 1997 SAM Board Meeting for discussion and consideration.

**C. SAM Manager Bonus Program and FY 97-98 Goals**

Director Thollaug advised the Board that as previously directed, he and Chairperson Okonek did meet with Manager Dickson to review his performance as General Manager. As a result of that meeting, Director Thollaug and Chairperson Okonek recommended the Board approve a 5% bonus payment to Manager Dickson based upon his exemplary performance. Director Thollaug requested that goal definitions and performance objectives for the Manager and his Management Staff for the upcoming year be placed on the agenda for the August 25, 1997 Board meeting for discussion. A motion was made to approve a 5% bonus payment to Manager Dickson retroactive to his performance review date of July 1997.

Thollaug/Coleman/7 AYES, 0 NOES. The motion passed.

**D. Management Employee Cost-Of-Living Adjustment**

Accountant Salera reviewed her memo dated July 23, 1997 and on Staff's behalf, requested a 2.7% cost-of-living increase for management employees. Following discussion, a motion was made to approve a 2.7% cost of living increase for management employees.

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

**F. Management Employee Bonus Program**

Manager Dickson advised the Board that he conducted reviews of Kim Salera's and Tony Pullin's accomplishments for FY 96/97 and has worked with them to establish goals and objectives for FY 97/98. He recommended to the Board that they receive a 5% Bonus payment for FY 96/97, based upon their performances. Following discussion, a motion was made to approve a 5% bonus payment for FY 96/97 for both Tony Pullin and Kim Salera.

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

**MANAGER'S REPORTS** – None.

**ATTORNEY'S REPORTS** – None.


**DIRECTOR'S REPORTS** – None.

**ADJOURNMENT**

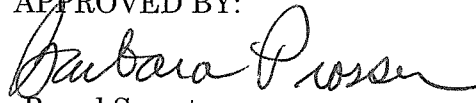
A motion was made to adjourn the meeting at 6:25 P.M.

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

Respectfully submitted,

  
Jeannette L. Tracy  
Recording Secretary

APPROVED BY:

  
Barbara Prosser  
Board Secretary