

**MINUTES  
SAM REGULAR BOARD MEETING  
MARCH 27, 2000**

**CALL TO ORDER:** In the absence of Chairman Thollaug, Vice Chairman Woren called the meeting to order at 7:38 P.M. in the SAM Administration Building located at 1000 N. Cabrillo Highway in Half Moon Bay, CA.

**ROLL CALL:** Present: Woren, Stein, Coleman, Ptacek  
Absent: Ruddock, Thollaug  
Alternate Present: None.

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

**PUBLIC COMMENT/ORAL COMMUNICATION** - Director Stein questioned where in this meeting she could address her concerns about the agenda and packet. A discussion ensued regarding packet delivery dates to Board members. Vice Chairman Woren expressed his interest in having the agenda distributed no later than the Thursday before the meeting and requested that the Agenda and Packet schedule be placed on the next SAM Board meeting agenda for discussion.

**CONSENT AGENDA**

Director Stein requested the Minutes of February 28, 2000 be held for discussion. Vice Chairman Woren requested that the Flow Report for February 2000 be held for discussion. A motion was made to approve the following items as presented:

B. Disbursements for March 2000

C. Financial Statement – through February 2000

E. NPDES Self-Monitoring Report – February 2000

Ptacek/Stein/5 AYES, 0 NOES. The motion passed.

**ITEM A – MINUTES OF FEBRUARY 28, 2000**

Director Stein discussed having target dates assigned to the Wet Weather Flow Management Program plan, and defining the scope of work for the hiring of a consultant. Legal Counsel Copeland advised that the Director's Report portion of the meeting's agenda was where she should address these concerns. Following discussion, a motion was made to approve the Minutes of February 28, 2000.

Stein/Coleman/5 AYES, 0 NOES. The motion passed.

**ITEM D – FLOW REPORT FOR FEBRUARY 2000**

Vice Chairman Woren questioned the rainfall and plant capacity figures for the dates of February 12, and 13, 2000. Following discussion regarding the

effects of rainfall on I & I, a motion was made to approve the Flow Report for February 2000.

Coleman/Stein/5 AYES, 0 NOES. The motion passed.

## **OLD BUSINESS**

### **A. Renewed NPDES Permit**

Manager Dickson reviewed his report to the Board. He explained the significant changes in the new NPDES permit, and the overall effects of these changes. Following discussion, no Board action was taken.

### **B. SAM Organizational Changes**

Manager Dickson reviewed his report dated March 23, 2000. He advised that the organizational changes would reduce staff from the current level of 17.6 employees to 14.6 employees, and reduce the long-term operating costs by approximately \$160,000. He assured the Board that services provided would not diminish.

### **C. Determination of 15 MGD Design Peak Wet Weather Flow**

Manager Dickson presented his report dated March 24, 2000. Director Ptacek thanked Manager Dickson for the information provided. After discussion, no Board action was taken.

## **NEW BUSINESS**

### **A. Water Reclamation**

Manager Dickson advised that he prepared this report at the request of Board Chairman Thollaug. Vice Chairman Woren requested that this item be continued to the next SAM Board meeting agenda due to the absence of Chairman Thollaug. No other Board action was taken.

### **B. Laptop Computer Reimbursement**

Manager Dickson reviewed his report with the Board. Following discussion, a motion was made to approve the laptop computer reimbursement policy with an amendment to the policy that states that all SAM-related data on laptops is the property of SAM, that the data must be backed up on SAM's network system, and must remain with SAM in the event of an employee's departure.

Coleman/Woren/5 AYES, 0 NOES. The motion passed.

### **D. FY 2000-2001 Budget**

Manager Dickson handed out the FY 2000/2001 Proposed Budget and explained he and the SAM Accountant, Kim Salera, would be making a detailed presentation to the member agencies' Boards at their next scheduled meetings. He advised that the SAM Budget should be approved by all three member agencies' no later than the June 26, 2000 SAM Board meeting. Following discussion, Vice Chairman Woren recommended that the target date for member agency approval be moved to the SAM May Board Meeting (May 22, 2000).

## **MANAGER'S REPORT**

Manager Dickson advised that he did not place the Plant Capacity Determination item on tonight's Board meeting agenda, as proposed by Director Ruddock at the February 28, 2000 SAM Board meeting, because he would like to continue to clarify this matter with Director Coleman before bringing it back to the Board.

**ATTORNEYS REPORT-** None.

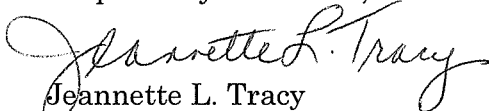
**DIRECTOR'S REPORTS**

Director Stein questioned where the JPA matter was at, because to her recollection it was not discussed at the last SAM Board meeting. Manager Dickson advised it was placed on the last meeting's agenda at Board members request, and asked if the Board would like it brought back again as an agenda item. Director Stein advised she wanted to review the matter and would get back to Manager Dickson.

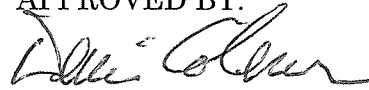
**ADJOURNMENT**

A motion was made to adjourn the meeting.  
Coleman/Stein/5 AYES, 0 NOES. The motion passed.

Respectfully submitted,

  
Jeannette L. Tracy  
Recording Secretary

APPROVED BY:

  
BOARD SECRETARY