

SEWER AUTHORITY MID-COASTSIDE
Board of Directors Meeting
AGENDA
7:00 PM, Monday, January 28, 2008

SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019

(Please note: Times listed on Agenda are approximate)

1. **CALL TO ORDER/ROLL CALL** (7:00)
2. **PUBLIC COMMENT / ORAL COMMUNICATION** (7:05)
Persons wishing to address a matter not on the Agenda may be heard at this time
 - A. [SPECIAL ORDER OF THE DAY – Election of SAM Officers](#)
3. **CLOSED SESSION** (7:20)
 - B. Public Employee Performance Evaluation – Title: Manager – Government Code 54957
- Annual Performance Appraisal
 - C. Conference with Labor Negotiators-Government Code 54957.6: SAM Manager;
International Union of Operating Engineers, Stationary Engineers, Local No. 39.
4. **CONSENT AGENDA** (7:45)
 - A. [Approve Minutes – December 10, 2007 SAM Board Meeting](#)
 - B. [Receive and File Manager’s Monthly Report for December 2007, including:](#)
 - a. [Monthly Flow Report](#)
 - b. [Financial Statement](#)
 - c. [Monthly NPDES Data](#)
 - d. [Collection System Data](#)
 - C. [Approve Disbursements – January 2008](#)
 - D. [Authorize Manager to Purchase Replacement Admin Vehicle](#)
 - E. [Authorize Manager to Obtain Engineering Services to Determine Outfall Dilution Factor](#)
5. **OLD BUSINESS** (8:00)
 - A. [Discuss and Possibly Take Action on Recycled Water](#)
 - B. [Discuss and Possibly Take Action on 2008 Recycled Water Activities](#)
 - C. [Discuss and Possibly Take Action on CCWD Water Conservation Program](#)
 - D. [Discuss and Possibly Take Action on Televising SAM Board Meetings](#)
6. **NEW BUSINESS**..... (8:30)
 - A. [Discuss and Possibly Take Action on SAM Portable Computer Cost Reimbursement Policy](#)
 - B. [Discuss and Possibly Take Action on Policy on Contracting for Auditing Services](#)
 - C. [Adopt Resolution 1-2008 – A Resolution of the Board of Directors of SAM Commending Bob Ptacek for His Leadership and Dedicated Service](#)
7. **[MANAGER’S INFORMATIONAL REPORT](#)**..... (9:00)
8. **[ATTORNEY’S REPORT](#)** (9:05)

- 9. **DIRECTORS' REPORTS**..... (9:10)
 - A. Report from Director Lohman on the Water Reuse Seminar, December 13, 2007, Berkeley, CA
- 10. **TOPICS FOR FUTURE BOARD CONSIDERATION**..... (9:25)
- 11. **PUBLIC COMMENT/ORAL COMMUNICATION** (9:30)
- 12. **ADJOURNMENT- IN MEMORY OF FORMER SAM DIRECTOR HELEN BEDESEM**. (9:35)

NEXT: Regular Board Meeting: 7:00 p.m., Monday, February 25, 2007 – SAM Admin Bldg

**SEWER AUTHORITY MID-COASTSIDE BOARD MEETING
NOTES & GUIDELINES**

In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. An emergency is defined as a work stoppage; a crippling disaster; or other activity, which severely imperils public health, safety, or both. Also, items that arise after the posting of the Agenda may be added by a two-thirds vote of the Board of Directors.

All matters listed under the Consent Calendar will be voted upon by one motion. There will be no separate discussion of these items, unless a Board Director, staff member, or member of the public requests that a particular item(s) be removed from the Consent Calendar, in which case the item will be considered separately by the Board. Consent Agenda Items are expected to be routine and non-controversial. Recommended action will be taken at the beginning of the meeting with or without discussion.

Any writing that is a public record and relates to an agenda item for an open session of a regular meeting, that is distributed to the Board less than 72 hours prior to the meeting, is available for public inspection, during normal business hours, at the District address, the address of which is set forth above.

Board meetings are accessible to people with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or an accommodation in order to participate in the public meeting should be made to Jeannette L. Tracy at (650) 726-0124 2 (two) days in advance of the meeting.

Copies of individual agenda items may be obtained at the Sewer Authority Mid-Coastside Administration Building, located at 1000 North Cabrillo Highway, Half Moon Bay, California after 9 a.m. on the Friday preceding the Board meeting by contacting Jeannette L. Tracy, Supervisor of Administrative Services at (650) 726-0124, ext. 130.

SAM Board Meeting Agenda, Notes and Guidelines

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Materials presented to the Board as part of testimony that is to be made part of the record must be left with the Recording Secretary prior to the meeting start time. These include photographs, slides, charts, diagrams, etc. Anyone intending to make a presentation using slides, overheads, computer graphics, or other media should coordinate with Jeannette L. Tracy, Supervisor of Administrative Services at 650-726-0124 ext. 130 two (2) days in advance of the meeting.

Some Board members may attend a meeting by teleconference. At any time during the regular session, the Board may adjourn to a closed session to consider litigation, personnel matters, or to deliberate on a decision to be reached based on evidence introduced in a hearing. [Government Code section 11126(a), (d) and (q)].

Meetings of the Sewer Authority Mid-Coastside (SAM) Board normally are held on the fourth Monday of each month in the SAM Administration Building located at 1000 North Cabrillo Highway, Half Moon Bay, California 94109. They are scheduled to begin at 7:00 p.m. Meetings held at other locations will be noticed to the public at SAM's regular posting place, located outside the SAM Administration Building at 1000 North Cabrillo Highway, in Half Moon Bay, CA.

At the Public Comment/Oral Communication section of each agenda, persons may speak on matters within the Board's jurisdiction that are not specific agenda items. Specific agenda items may be addressed by the public following discussion by the Board. The Board welcomes comments at the meeting. Comments should be kept to three (3) minutes max. time.

<i>Title</i>	<i>Name</i>	<i>Representing</i>
Chair	Bob Ptacek	Montara Water & Sanitary District
Vice Chair	Marina Fraser	City of Half Moon Bay
Treasurer	Bob Ptacek	Montara Water & Sanitary District
Secretary	Ric Lohman	Granada Sanitary District
Director	John Muller	City of Half Moon Bay
Director	Scott Boyd	Montara Water & Sanitary District
Director	Leonard Woren	Granada Sanitary District
Alternate Director	Jim Harvey	Montara Water & Sanitary District
Alternate Director	Matthew Clark	Granada Sanitary District
Alternate Director	Naomi Patridge	City of Half Moon Bay
General Counsel	James L. Copeland	Sidley Austin, LLP
Manager	John F. Foley III	Sewer Authority Mid-Coastside
Supervisor of Admin Svcs.	Jeannette L. Tracy	Sewer Authority Mid-Coastside
Technical Svcs. Supervisor	Tony Pullin	Sewer Authority Mid-Coastside