

SEWER AUTHORITY MID-COASTSIDE
Staff Report

Subject / Title

Approve Minutes for March 1, 2010 SAM Budget Workshop

Staff Recommendation:

Approve Minutes for March 1, 2010 SAM Budget Workshop

Fiscal Impact:

None.

Discussion/Report:

Attached please find the Minutes of the March 1, 2010 SAM Budget Workshop for your review and approval.

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MINUTES
SAM SPECIAL BOARD MEETING
March 1, 2010

1. CALL TO ORDER: Chair Fraser called the meeting to order at 7:00 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA.

2. ROLL CALL: Present: Fraser, Woren, Muller, Lohman, Harvey, Boyd
Absent: None
Alternate Present: None

ATTENDANCE: Manager Foley, Supv. Admin. Svcs. Tracy, Tech. Svcs. Supv. Pullin, Tanya Yurovsky of SRT Consultants, John Parsons and Kevin Anderson of Parsons Accounting.

3. PUBLIC COMMENT/ ORAL COMMUNICATION

Manager Foley advised the Board that MWSD Director, Bob Ptacek called to apologize that he would not be able to attend the meeting.

4. BUDGET WORKSHOP

a. SAM Comprehensive Budget Fiscal Year 2010-11

Manager Foley reviewed the JPA agreement regarding the schedule of the budget. He stated that the SAM budget is to be reviewed no later than the March SAM Board meeting of every year, then sent on to each SAM member agency for adoption. Manager Foley reviewed the Collection System agreement regarding the schedule of the budget. He stated that the SAM Budget must be approved by the SAM Board no later than March 31 or each year. He informed the Board that any changes made from tonight's meeting will be incorporated into the draft budget submitted for approval at the March 22, 2010 Board meeting and then presented to the SAM member agencies for their adoption by Resolutions.

Manager Foley presented an overview of the FY2010-11 Draft Budget. Directors and staff then discussed the general (Operating) and project (Capital) budgets. Director Boyd requested a report on collection system to include line miles, actual hours in collection and a breakdown by regular line cleaning and hot spot cleaning if possible. Director Woren suggested and a discussion ensued regarding structuring the Collection budget month to month to show the share of collection expenses in a spreadsheet, showing the expended life and expected replacement costs. Director Lohman recommended trying this on the next major capital replacement item. Directors and staff also discussed Wet Weather Storage, the Recycled Water Project, the Biosolids Disposal Master Plan and other Capital Projects.

Manager Foley reviewed the repair and replacement portion then the future capital expenditures portion of the FY2010-11 Budget. Directors Woren and Boyd commented on extended life of SAM's vehicles/fleet and evaluation of cost of a garage vs. expected longer life of equipment.

Director Muller stated that without an agreement from CCWD, the Recycled Water project will be challenging.

b. Conclusion/Next Steps

Following discussion, Chair Fraser directed the Manager (a.) consider a reduction of the 5 year average CPI and (b.) respond to the City of Half Moon Bay Manager regarding his comments on the FY2009-10 draft budget.

5. ADJOURNMENT

The meeting was adjourned at 8:55 P.M., to the regular SAM Board meeting, scheduled for March 22, 2010, at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully submitted,

Recording Secretary
Susan Turbay

APPROVED BY:

BOARD SECRETARY

DRAFT