

**MINUTES**  
**SAM REGULAR BOARD MEETING**  
**May 21, 2007**

1. **CALL TO ORDER:** Chair Ptacek called the meeting to order at 7:03 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA.

**ROLL CALL:** Present: Muller, Ptacek, Woren, Lohman, Harvey, Lohman  
Absent: Fraser  
Alternate Present: None.

**PRESENT:** Manager Foley, General Counsel Copeland, Technical Services Supervisor Pullin, Supervisor of Administrative Services Tracy, Recording Secretary Reed.

2. **PUBLIC COMMENT/ ORAL COMMUNICATION**

3. **CLOSED SESSION**

At 7:05 p.m., Chair Ptacek announced that the Board would go into Closed Session to discuss agenda item 3A, Public Employee Performance Evaluation – Title: Manager – pursuant to Government Code 54957.

Technical Services Supervisor Pullin, Supervisor of Administrative Services Tracy, Recording Secretary Reed, left the meeting room.

At 7:26 p.m., Chair Ptacek reconvened into open session reporting that 3A Public Employee Performance Evaluation – Title: Manager – Government Code 54957 – November 2006, was approved. Once the typo corrections and the final dates are in place, it will be signed by the Manager.

Harvey/Lohman/6 Ayes/0 Noes. The motion passed.

Director Lohman moved to authorize Chair Ptacek to sign the Manager's Performance Evaluation, on behalf of the Board. The motion was seconded by Director Muller. Lohman/Muller 6 Ayes/0 Noes. The motion passed.

4. **CONSENT AGENDA**

Director Harvey moved to approve the Consent Agenda items listed below:

- A. Approve Minutes – April 23, 2007 SAM Board Meeting
- B. Receive and File Manager's Monthly Report for April 2007 (Monthly Flow Report, Financial Statement, Monthly NPDES Data, and Collection System Data
- C. Approve Disbursements – May 2007
- D. Authorize Manager to Replace Princeton Pump Station Bleach Tanks

Director Woren seconded the motion.

Harvey/Woren/6 Ayes/0 NOES. The motion passed.

**5. OLD BUSINESS**

**5A. DISCUSS AND POSSIBLY TAKE ACTION ON RECYCLED WATER**

Chair Ptacek commented on the DVD from the Association of California Water Agencies (ACWA), "California's Water" series on the San Ramon recycling plant. There was additional discussion on the series. Manager Foley mentioned that the next airing would be June 22, 2007 at 2:00 p.m. on KQED. There are no air dates for KCSM. No action was taken.

**5B. DISCUSS AND POSSIBLY TAKE ACTION ON SAM WEBSITE POLICY**

Manager Foley gave a brief introduction on SAM's Website Policy. Previously, the Board had requested that a link to a related website be added to the SAM website. Since it was not clear whether the related link was within the guidelines of the policy, the policy was brought to the Board for review. Director Woren moved to authorize the addition to the SAM website of pages containing links to useful sites and references. The motion was seconded by Director Lohman. Staff will revise the policy in accordance with the Board's direction and bring it back to the Board for adoption at a future meeting. Woren/Lohman/6 Ayes/0 Noes. The motion passed.

**5C. ADOPT RESOLUTION NO. 3-2007, RESOLUTION APPROVING AND ADOPTING COMPREHENSIVE BUDGET FY 2007-08**

**5D ADOPT RESOLUTION NO. 4-2007, RESOLUTION APPROVING AND ADOPTING BUDGET FOR COLLECTION SYSTEM MAINTENANCE AND OPERATION SERVICES TO BE PROVIDED TO MEMBER AGENCIES FOR FY 2007-08**

Manager Foley updated the Board on the budget approval process to-date. In April 2007, SAM staff presented SAM's draft 2007-08 budget to each member agency.

All member agencies approved the SAM Comprehensive budget and the Collections System Maintenance and Operation Budgets. The Granada Sanitary District approved the IPS / Pump Station budget with the exception of the Wet Weather Capital Improvement Project. The Montara Water and Sanitary District and the City of Half Moon Bay did not approve any portion of the IPS / Pump Station budget.

Manager Foley stated that the IPS / Pump Station Budget, even though not being presented for adoption, had been included for information only. The costs for the IPS / Pump Station Budget were not included in the version of the budget presented at this evenings meeting. Manager Foley noted that the percentage for each agency was indicated on page 10 of the new budget. Following discussion, Director Muller moved to Adopt Resolution No. 3-2007, Resolution Approving and adopting Comprehensive Budget FY 2007-08. The motion was seconded by Director Harvey. Muller/Harvey/6 Ayes/0 Noes. The motion passed.

Director Harvey moved to Adopt Resolution no. 4-2007, Resolution Approving and Adopting Budget for Collection System Maintenance and Operation Services to be Provided to Member Agencies for FY 2007-08. The motion was seconded by Director Lohman.

Harvey/Lohman/6 Ayes/0 Noes. The motion passed.

**5E PROVIDE DIRECTION TO STAFF ON INTERTIE PIPELINE SYSTEM (ISP) BUDGET FY 2007-08**

Manager Foley indicated that SAM has a significant need for wet weather capital improvement projects but does not have member agency approval to move forward. Board and staff discussed the alternative wet weather projects and the current reliability study into an additional alternative – the parallel force main. Manager Foley stated that he was informed by City staff that the City had not yet discussed the funding of SAM IPS / Pump Station Budget and that they were working on a historic time line on this item. The Board recognized Director Muller's work towards resolving these issues.

No action was taken.

**6A AUTHORIZE MANAGER TO OBTAIN ENGINEERING AND DESIGN SERVICES – CATHODIC PROTECTION IPS**

Manager Foley indicated that SAM would like to commence the cathodic protection design services. Director Woren moved to Authorize Manager to Obtain Engineering and Design Services – Cathodic Protection IPS. The motion was seconded by Director Lohman.

Woren/Lohman/6 Ayes/0 Noes. The motion passed.

**6B AUTHORIZE MANAGER TO PREPARE TOXICITY REDUCTION EVALUATION PLAN AS REQUIRED BY NPDES PERMIT.**

Manager Foley informed the Board of this new requirement from SAM's NPDES permit. The Manager stated that this was an unanticipated / unbudgeted expenditure and that staff would transfer funds from other accounts to fund this plan. Director Woren moved to authorize the manager to prepare a toxicity reduction evaluation plan as required by SAM's NPDES permit. The motion was seconded by Director Lohman.

Woren/Lohman/6 Ayes/0 Noes. The motion passed.

**7. MANAGER'S INFORMATIONAL REPORT**

Manager Foley shared with the Board the Comprehensive Accounting and Financial Report (CAFR) Award Plaque, which was received by SAM for Excellence in Financial Reporting. Manager Foley reported on AB 800 and AB 1260. The Manager also informed the Board of a phone conversation with Keith Mangold regarding water recycling and leachate disposal. He also reported on contact with a resident in the Granada Sanitary District who has in the past experienced sewage backup problems. GSD Manager, staff, and Director Woren will be informed of the progress of this issue. Manager Foley then introduced Jeannette Tracy, Supervisor of Administrative Services, who gave a demonstration on the new documents and features on [www.samcleanswater.org](http://www.samcleanswater.org) including search tools.

**8. ATTORNEY'S REPORT - NONE**

Mr. Copeland briefly discussed SB343 proposing amendments to the Brown Act.

**9. DIRECTOR'S REPORT**

Director Muller informed the board of a June 13, 2007 San Francisco Bay Regional Water Quality Control Board strategic planning workshop which will cover direction, goals, mission statements, strategic planning and outreach on how to be more efficient. Director Muller also commented on the recent spill into Pilarcitos Creek.

Chair Ptacek reported on ACWA lunch meeting with Governor Schwarzenegger.


**10. TOPICS FOR FUTURE BOARD CONSIDERATION – NONE.**

**12. PUBLIC COMMENT – NONE.**

**13. ADJOURNMENT**

The meeting was adjourned at 9:01 p.m., to the regular SAM Board meeting on June 25, 2007 at 7:00 p.m.

Respectfully submitted,

  
Recording Secretary  
Janet M. Reed

APPROVED BY:

  
BOARD SECRETARY