

MINUTES
SAM REGULAR BOARD MEETING
March 22, 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.

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

STAFF PRESENT: Manager Foley, General Counsel Copeland, Supv. of Admin. Svcs. Tracy, Tech. Svcs. Supv. Pullin, Recording Secretary Turbay.

2. PUBLIC COMMENT/ ORAL COMMUNICATION

Katherine Slater-Carter informed the Board that March 22 is United Nations World Water Day and the importance of what the member agencies, SAM and staff do for clean water on the Coastsides.

3A. CLOSED SESSION – Public Employee Employment – Title: General Manager – Government Code 54957

At 7:03 P.M., Chair Fraser announced that the Board would go into Closed Session for the purpose of discussing Agenda Item 3A – Public Employee Employment – Title: General Manager – Government Code 54957. Manager Foley, Supv. Of Admin Svcs Tracy, Tech Svcs Supv Pullin, Recording Secretary Turbay, and all members of the public left the room.

The Board came out of closed session at 7:35 P.M. Chair Fraser called the meeting back to order. Director Woren requested that the Board go back into Closed Session at the end of the meeting for further discussion.

4. CONSENT AGENDA

Director Muller requested that agenda item 4D – Approve SAM Draft FY2010-11 Budgets for Presentation to SAM Member Agencies, be pulled for discussion at the end of the Board meeting.

Director Boyd moved and Director Lohman seconded the motion to approve the following consent agenda items as presented:

- A. Approve Minutes
 - a. February 17, 2010 SAM Special Meeting
 - b. February 22, 2010 SAM Regular Board Meeting
 - c. March 1, 2010 Budget Workshop
- B. Receive and File Manager's Monthly Report for January 2010, including:
 - a. Monthly Flow Report
 - b. Financial Statement

- d. Collections System Data
- e. WWFMP Project Funding Opportunities
- f. Recycled Water Project Funding Opportunities

C. Approve Disbursements for March 2010

Boyd/Lohman/8 Ayes/0 Noes. The motion passed.

5. OLD BUSINESS

5A. Recycled Water

- a. Receive and File Recycled Water Articles

There was no discussion regarding the recycled water articles.

- b. Review Update on Recycled Water Project

There was no discussion regarding the recycled water project.

5B. Wet Weather Flow Management Program (WWFMP)

- a. Receive Report and Possibly Take Action on WWFMP Committee Meetings and Activities

Director Lohman updated the Board that they working out the final details for the purchase of the Burnham Strip.

6. NEW BUSINESS

6A. Adopt Resolution Authorizing Manager to Execute Agreement for Auditing Services for FY2010-11.

Manager Foley informed the Board that the firm of C. G. Uhlenberg LLP has met all of SAM requirements and recommends that the firm of C. G. Uhlenberg LLP be selected for auditing services for FY2010-11.

Director Harvey moved and Director Woren seconded the motion to authorize Manager to execute agreement for auditing services for FY2010-11 with C. G. Uhlenberg.

Harvey/Woren/8 Ayes/0 Noes. The motion passed.

6B. Approve SAM Draft JPA Amendment for Presentation to SAM Member Agencies

Manager Foley reviewed the SAM draft JPA amendment for presentation to the SAM member agencies. He discussed the amendment to the JPA which allows the Board to elect an additional officer to hold the position of Treasurer, or to elect one person as the SAM Secretary/Treasurer if the Board so chooses.

Director Woren suggested that the wording be adjusted to say the Chair cannot hold more than one officer position.

Director Muller suggested that the adjustments be reviewed by the member agency attorneys before being presented to the member agencies for approval.

Vice-Chair Harvey questioned if it is acceptable that the Vice-Chair hold more than one office. Director Woren suggested that wording be included that states the Treasurer can also be the Secretary or Vice-Chair.

Director Woren requested that the revisions be e-mailed to the Directors for review before going to the member agency attorneys.

The Board directed staff to e-mail revisions to the Directors for review, before sending them out to the member agency attorneys.

6C. Review and Approve SAM/CCWD Recycled Water Principles of Agreement and Provide Direction to Staff

Manager Foley requested that agenda item 6C – Review and Approve SAM/CCWD Recycled Water Principles of Agreement and Provide Direction to Staff, be pulled from the agenda at the request of MWSD, which indicated that it needed more time to review the draft agreement.

7. MANAGERS INFORMATIONAL REPORT

Manager Foley informed the Board of a phone call he received from a resident who was interested in leasing the Landstra property for organic composting. Director Boyd commented that he recalled that the land was purchased to preclude it from being actively used.

Vice-Chair Harvey requested the status on the flow meter update, and asked if the data is being shared with SAM. Manager Foley informed the Board that the data has not been shared with SAM at this time.

Director Lohman inquired when the inventory of assets will be completed. Manager Foley stated that it will be about 1 year before the entire project will be finished.

8. ATTORNEY'S REPORT – NONE

9. DIRECTORS' REPORT

Director Woren reminded the Board that April 24, 2010 will be the next recycle drop off day, and it is located on Obispo Road in El Granada across from the fire station.

4D. Approve SAM Draft FY2010-11 Budgets for Presentation to SAM Member Agencies

Manager Foley reported to the Board that one additional adjustment was made to the member agency flows after the draft budget was published.

Director Muller stated that the Half Moon Bay City Council is not able to go through the budget until Friday, March 26, 2010. He expressed concerns with the reserve policy, and stated that more of the SAM capital reserves should be used for specific projects and expenditures rather than assessing the member agencies.

Director Lohman moved and Vice-Chair Harvey seconded the motion to present the budget with the Half Moon Bay proposal described, to the member agencies, and to request approval of the expense side of the budget, and that the SAM Board discuss the funding side at the next regular meeting, or special meeting, with staff, in the meantime, to prepare an analysis of the current reserves. Lohman/Harvey/8 Ayes/0 Noes. The motion passed.

10. TOPICS FOR FUTURE DISCUSSION - NONE

11. PUBLIC COMMENT/ORAL COMMUNICATION

Chair Fraser announced that the Board would go into closed session to for the purpose of discussing Agenda Item 3A – Public Employee Employment – Title: General Manager – Government Code 54957. Before going into closed session, Chair Fraser requested that the Manager provide the Board with a letter of resignation. Director Woren requested information regarding Manager Foleys accumulated vacation time off before his retirement be discussed during closed session.


Manager Foley, Supv. of Admin. Svcs. Tracy, Tech. Svcs. Supv. Pullin, Recording Secretary Turbay, and all members of the public left the room.

The Board came out of closed session at 9:35 P.M. No direction was given to staff or Counsel at this time. Chair Fraser adjourned the meeting at 9:35 P.M.

12. ADJOURNMENT

The meeting was adjourned at 9:35 P.M., to the regular SAM Board meeting, scheduled for April 26, 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