

**MINUTES**  
**SAM REGULAR BOARD MEETING**  
**August 23, 2010**

**1. CALL TO ORDER:** Chair Fraser called the meeting to order at 7:01 P.M. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA.

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

**STAFF PRESENT:** General Manager Leonard, General Counsel Copeland, Supv. of Admin. Svcs. Tracy, Technical Svcs Supv. Pullin, and Recording Secretary Turbay.

**2. PUBLIC COMMENT/ ORAL COMMUNICATION - NONE**

**3. CLOSED SESSION**

- A. Labor Negotiations: Unrepresented Employees - Title: Manager - Government Code 54957.6
- B. Conference with Legal Counsel - Anticipated Litigation - Government Code Section 54956.9(b)  
- One Matter

At 7:01 P.M., the Board went into closed session for the purpose of discussing Agenda item 3A – Labor Negotiations: Unrepresented Employees – Title: Manager – Government Code 54957.6, and Agenda Item 3B – Conference with Legal Counsel – Anticipated Litigation – Government Code Section 54956.9(b) – One Matter.

The Board came out of closed session at 7:38 P.M. Chair Fraser advised that no reportable action was taken.

Chair Fraser announced that SAM has a new General Manager, Steven Leonard, who is attending his first Board meeting this evening.

**4. CONSENT AGENDA**

Director Woren requested that agenda item 4A – Approve Minutes, July 26, 2010 SAM Regular Board Meeting be pulled for discussion.

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

- B. Receive and File Manager's Monthly Report for July 2010, including:
  - b. Financial Statement
  - c. Monthly NPDES Data
  - d. Collections System Data

e. WWFMP Project Funding Opportunities

f. Recycled Water Project Funding Opportunities

C. Approve Disbursements for July 2010

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

A. Approve Minutes – July 26, 2010 SAM Regular Board Meeting

Director Woren requested a change in the wording of the minutes for the July 26, 2010 SAM Regular Board meeting as they did not clarify his request for staff to compare the numbers from Half Moon Bay to the numbers from Granada Sanitary District on a percentage basis for this year versus last year. Director Boyd suggested staff look into the level of effort needed to accomplish Director Woren's goal.

After discussion, Director Woren moved and Director Boyd seconded the motion to approve agenda item 4A - Approve Minutes, July 26, 2010 SAM Regular Board Meeting as amended. Woren/Boyd/7 Ayes/1 Abstain/0 Noes. The motion passed.

## **5. OLD BUSINESS**

### **5A. Discuss and Possibly Take Action on Recycled Water**

a. Recycled Water Facilities Planning Study Report

Manager Leonard introduced Tanya Yurovsky of SRT Consultants who presented her report on the recycled water facilities planning study. Tanya addressed the Board and gave an overview of the critical administrative items needed to receive the remainder of the grant money for the recycled water facilities planning study, the objectives and requirements to define the recycled water project and develop a financing revenue plan, the approach and status of tasks, key findings, alternative development, recycled water alternatives, cost comparison, non-economic comparison, defining a recommended alternative, key components for conceptual engineering: facilities project plan, and conceptual engineering: implementation plan. A discussion ensued. Following discussion, Director Harvey requested information on the "profit" or cost recovery from recycled water. Director Boyd thanked Ms. Yurovsky for her work on the report. Director Boyd moved and Director Lohman seconded the motion to accept the Recycled Water Facilities Planning Study and Report from SRT Consultants. Boyd/Lohman/8 Ayes/0 Noes. The motion passed.

## **PUBLIC COMMENT**

Kathryn Slater-Carter addressed the Board and informed them of her attendance at the Delta Diablo Recycled Water Distribution System Inauguration. She advised the Board that the Delta Diablo Sanitation District and the Contra Costa Water District have an agreement in which the Delta Diablo Sanitation District distributes the recycled water. She suggested that it would be beneficial to the community, the planners and future Boards if SAM would anticipate the entire system and cost to show that it is a well planned project. She also suggested that SAM join the San Francisco Bay Area Recycled

Water Coalition who could help find Federal funds for the recycled water project. Following brief discussion, Chair Fraser thanked Kathryn Slater-Carter for bringing this information to the Board.

**5B. Wet Weather Flow Management Program (WWFMP)**

Director Lohman informed the Board that the WWFMP Committee had no new information to report.

**6. NEW BUSINESS**

**6A. Review and Approve Draft SAM Newsletter**

Manager Leonard presented the Fall 2010 Clean Water Monitor draft for the Boards review and consideration. Director Boyd suggested that SAM's message to "call us first" and phone number be displayed using a larger font in the address area of the newsletter. Director Woren asked that the word "drain" on page three (3) should be changed to "strain". Following discussion, Director Boyd moved and Director Woren seconded the motion to approve the Fall 2010 Clean Water Monitor. Boyd/Woren/8 Ayes/0 Noes. The motion passed.

**6B. Adopt Resolution No. 5-2010, A Resolution Authorizing the Manager to Sign and File a Financial Assistance Application for a Loan/Grant from the State Water Resources Control Board**

General Manager Leonard introduced the Resolution to the Board. After discussion, Director Muller moved and Director Lohman seconded the motion to adopt Resolution No. 5-2010, A Resolution Authorizing the Manager to Sign and File a Financial Assistance Application for a Loan/Grant from the State Water Resources Control Board, and Approve the Letter to David Balgobin, P.E., Water Recycling Funding Program, SWRCB.

Muller/Lohman/8 Ayes/0 Noes. The motion passed and the Resolution was adopted.

**6C. Review and Approve Letter to David Balgobin, P.E., Water Recycling Funding Program, SWRCB**

General Manager Leonard explained the requirement of the letter to be sent to the SWRCB, authorizing the Manager to sign and File a Financial Assistance Application for a Loan/Grant, and advised that a new letter had been printed on letterhead for the Chair's signature. Following discussion, Director Muller moved and Director Lohman seconded the motion to adopt the next resolution in sequence, A Resolution Authorizing the Manager to Sign and File a Financial Assistance Application for a Loan/Grant from the State Water Resources Control Board, and Approve the Letter to David Balgobin, P.E., Water Recycling Funding Program, SWRCB.

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

**7. MANAGERS INFORMATIONAL REPORT**

Manager Leonard informed the Board that the Montara Water and Sanitary District (MWSD) has approved the 7<sup>th</sup> amendment to the JPA, Granada Sanitary District (GSD) has also approved the 7<sup>th</sup>

Manager Leonard informed the Board that the Montara Water and Sanitary District (MWSD) has approved the 7<sup>th</sup> amendment to the JPA, Granada Sanitary District (GSD) has also approved the 7<sup>th</sup> amendment and is collecting the Directors signatures and Chair Fraser advised the Half Moon Bay City Council will consider it on their agenda for their next meeting on September 7, 2010.

Manager Leonard reviewed his itinerary/activities for August, 2010, and advised that a future article in the Half Moon Bay Review may be published regarding his new position as General Manager of SAM.

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

**9. DIRECTORS' REPORT**

Director Lohman reported that he will be attending the California Special Districts Association (CSDA) annual conference on September 20-23, 2010 in Newport Beach, CA. He stated that he will report back on the conference at the September Board meeting.

Chair Fraser announced that the City of Half Moon Bay's city-wide garage sale will be September 25, 2010, that the Half Moon Bay Library will be having a book sale at the same time.

**10. PUBLIC COMMENT/ORAL COMMUNICATION**

**11. ADJOURNMENT**

The meeting was adjourned at 8:33 P.M., to the next regular Board meeting, scheduled for September 27, 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