1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

President Anderson called the regular meeting to order at 6:30 p.m. in the District office.


Staff Present: Patrick Walter, General Manager; Joubin Pakpour, Engineer; Catherine Groves, Attorney, Hanson Bridgett; and Ray Collins, Office Manager/District Secretary

The Pledge of Allegiance was recited.

2. COMMENTS FROM THE PUBLIC

None

3. CONSENT CALENDAR

It was moved by Director Solomon, seconded by Director Anderson, to approve the Consent Calendar. Motion approved unanimously—voice vote.

4. APPOINTMENT OF BOARD OF DIRECTORS PRESIDENT AND VICE PRESIDENT

Director Holtz was appointed President, and Director Jordan was appointed Vice President for 2017.

5. FINAL AUDIT REPORT AND PRESENTATION FY 2015-2016

FEDAK AND BROWN

Jeff Palmer, Supervisor with Fedak & Brown LLP, discussed the components of the Audit: 1) Audit Process; 2) the Report of “No Findings”; 3) Communication to Governing Board; 4) New Accounting Pronouncements of GASB 72 & 79 that improves reporting for investments; and 5) Financial Highlights. The presentation is available on the District’s Website.

6. ENGINEER’S REPORT:

The Engineer reported that he is attending a funding fair event sponsored by the California Financing Coordinating Committee (CFCC). The CFCC, made up of state and federal funding members, facilitates and expedites the completion of various types of infrastructure projects. Though CFCC funding is primarily directed toward disadvantaged communities, the Engineer explained that occasionally funding arises for other communities’ projects such as conservation and interties. The District’s AMI metering is an example of such a project that may qualify for funding.

7. MANAGER’S REPORT

A. FIELD REPORT

- La Cresta Tank 2: Drained for three year interior coating inspection and installation of a water quality station and an FRP ladder.
- Elena Tank: Began installation of a drain pipe and drainage boxes to complete seismic modifications.
- Chloramine Boost Station: The shed for the Boost Station was located on the new pad at Neary Tank.
- Main leak on Concepcion: On January 3rd, 2017 a leak occurred on an 8” cast iron main on Concepcion between Esperanza and Alto Verde Lane. The full circle crack was repaired with a clamp. There was no public or private property damage.
- FRP Ladder Installations: New ladders are being installed at La Cresta Tank 2, McCann Tanks 1 & 2, and Neary Tank 2. FRP Ladders were recently installed at Neary Tank 1, Altamont Tank 2, Elena Tank, Page Mill Tank, and La Cresta Tank 1.
- Water quality testing and flushing continues in Zone 3 and 4.
B. LEAKS   Reported under Field Report

C. CUSTOMER COMMUNICATIONS   The GM explained that customers have the choice to receive one or a combination of bill types: Paper bill, e-bill, or both. Normally ebills are not sent to the “both” customers causing confusion during the January 2017 billing process.

8. DIRECTORS’ REPORT

A. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, AND OTHER AGENCY ISSUES   Director Anderson reported that the Mountain Tunnel, which delivers water from the Hetch Hetchy Reservoir, is closed, while undergoing investigation for damage and subsequent repairs until March, 2017.

B. DIRECTORS’ COMMENTS   Director Anderson will attend the ACWA/JPIA Spring Conference in May, 2017 in Monterey, California. Director Evans mentioned he may attend a portion of the conference.

9. AGENDA ITEMS FOR FEBRUARY 8, 2017 BOARD MEETING

Discussion of Auditing Services

Discussion on data retention, disclosure, and staff’s implicit default policy.

10. CLOSED SESSION
Pursuant to California Government Code Section 54957 Public Employee Performance Evaluation Title: General Manager
The Board entered into closed session at 7:35 p.m.

11. OPEN SESSION
Public Employee Performance Evaluation
Title: General Manager
Amendment to General Manager’s Employment Agreement
The Board returned to open session at 8:15 p.m.  No action was taken.

12. ADJOURNMENT   It was moved by Director Solomon, seconded by Director Jordan, to adjourn the meeting at 8:20.  Approved unanimously – voice vote.

Respectfully submitted

Raylene Collins

Raylene Collins, District Secretary

Approved: /s/ Brian Holtz, President