

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS**

**Thursday, March 12, 2016**

The meeting was called to order at 7:30 p.m.

**1. ROLL CALL:**

Directors Present:

Janet Medina  
Perry Bautista  
Thomas Chambers  
William Lopez

Directors Absent:     President David Irwin, excused absence.

Staff Present:

General Manager, Darryl Barrow  
Assistant General Manager, Patricia Mairena  
Field Supervisor, Johnny Kennedy  
Attorney, Michael Conneran

Visitors Present:     None.

**2. PLEDGE OF ALLEGIANCE:** Led by Director Chambers.

**3. CONSENT CALENDAR:**

Director Chambers moved to approve the consent calendar with corrections to the minutes, seconded by Director Bautista.

The motion was carried unanimously.

**4. PUBLIC COMMENT:**     None

**5. BUSINESS (OLD):**       None

**6. BUSINESS (NEW)**

**A. Review/Approve District Newsletter**

Director Medina and General Manager Barrow reviewed the District Newsletter with the Board.

Director Chambers moved to approved the District Newsletter with changes discussed by the Board, seconded by Director Medina.

The motion was carried unanimously.

**B. Ordinance of the Westborough Water District Relating to Water Conservation in Landscape Regulations.**

General Manager Barrow reviewed the Water Conservation in Landscape Regulations with the Board. Mr. Barrow stated that he would check to see whether or not the City of South San Francisco had adopted an ordinance.

No action was taken.

**7. WRITTEN COMMUNICATION:**

**A. Letter Dated February 26, 2016, from Kevin Mullin, Assembly Speaker Pro Tempore.**

General Manager Barrow reported that the District had received a letter of congratulations for obtaining the Special District Leadership Foundation's Transparency Certificate of Excellence from Assembly Speaker Kevin Mullin.

**B. Letter Dated February 26, 2016, from Jerry Hill, Senator, 13<sup>th</sup> District.**

General Manager Barrow reported that the District had received a letter of congratulations for obtaining the Special District Leadership Foundation's Transparency Certificate of Excellence from Senator Jerry Hill.

**8. ATTORNEY'S REPORT:** None.

**9. GENERAL MANAGER'S REPORT:**

**A. Report on District's Water Conservation for February 2016.**

General Manager Barrow reported that the District had achieved 20% conservation for the month of February. Mr. Barrow stated that March will be the most challenging month to meet the State's 8% target because the District had the lowest water consumption during in March 2013.

**B. Report on Letter Dated January 29, 2016, from San Mateo County Grand Jury Regarding Seeking Information from Sanitary Districts.**

General Manager Barrow reported that Patricia Mairena and he met with the San Mateo County Grand Jury and provided information regarding the District's sanitary sewer system. Mr. Barrow stated that he and Mrs. Mairena had to sign statements indicating not to share any information regarding the meeting with anyone until their report comes out.

**C. Report on General Manager's Goal/Strategy for 2015/2016 Fiscal Year.**

General Manager Barrow reviewed his report on Goal/Strategy for 2015/2016 with the Board.

**10. ITEMS FROM BOARD OF DIRECTORS:**

**A. Appoint Committee to Investigate Improving Board Technology.**

Vice President Lopez appointed President Irwin and Director Chambers to the Committee to Investigate Improving Board Technology

**11. CLOSED SESSION:** None.

**12. ADJOURNMENT:**

Director Bautista moved to adjourn, seconded by Director Medina.

The motion was carried unanimously.

Time 8:09 p.m.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

\_\_\_\_\_  
Date