

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

Thursday, November 10, 2016

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

1. ROLL CALL:

Directors Present:

Janet Medina
Perry Bautista
Thomas Chambers
David Irwin

Directors Absent: Director Lopez, excused absence.

Staff Present:

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

Visitors Present: Sergio Medina

2. PLEDGE OF ALLEGIANCE: Led by Director Bautista.

3. CONSENT CALENDAR:

Director Chambers moved to approve the consent calendar, seconded by Director Medina.

The motion was carried unanimously.

4. PUBLIC COMMENT: None.

5. BUSINESS (OLD):

A. Review/Approve Revised Proposal From RA Burrous Construction for Security Counter and Door Project at District Office.

General Manager stated that RA Burrous increased their bid by \$2,042 to cover the insurance required by the District and the \$300 fee it costs to register with the Department of Industrial Relations for performing work for a public agency.

Director Bautista moved to approve the revised proposal from RA Burrous Construction for the security counter and door project at the District Office in the amount of \$32,886, seconded by Director Chambers.

The motion was carried unanimously.

6. BUSINESS (NEW)

A. Review/Approve Proposals for CCTV and Cleaning of District's Sanitary Sewer Mains.

General Manager Barrow indicated that the District's engineer Pakpour Consulting Group had obtained two proposals for the CCTV and Cleaning of the District's Sanitary Sewer Mains. Mr. Barrow reported that the District had approved budget for \$210,000 for the project. Also, Pakpour Consulting Group had recommended approving the low bid from Bess Test Lab.

Director Chambers moved to approve the proposal from Bess Test Lab in the amount not to exceed \$200,000, seconded by Director Medina.

The motion was carried unanimously.

B. Consideration to Take Further Action to Have Customer at 2249 Archdale Court Repair or Replace Their Sanitary Sewer Lateral Due to Public Safety.

General Manager Barrow reported that the customer at 2249 Archdale Court had several sewer backups which caused raw sewage to flow down the street into the storm drain. Mr. Barrow stated that the District had received an anonymous telephone call complaining about the raw sewage running down the street. Mr. Barrow stated that he had contacted the San Mateo County Department of Public Health for assistance.

The Board authorized the District's Attorney to take legal action including filing a lien on the property to get the homeowner to repair their sewer lateral to prevent sewage from backing up and flowing down the street.

C. Consideration to Move the December 8, 2016, Board Meeting Time from 7:30 p.m. to 6:00 p.m.

Director Chambers motioned to move the December 8, 2016, board meeting time from 7:30 p.m. to 6:00 p.m., seconded by Director Medina.

The motion was carried unanimously.

7. WRITTEN COMMUNICATION:

A. Letter Dated August 24, 2016, from ACWA/JPIA Regarding Insurance Program.

General Manager Barrow reported that he met with Chuck Wagenseller of ACWA/JPIA to inspect and update the District's property schedules. Mr. Wagenseller stated that the value of the District's facilities increased by \$255,528. Mr. Wagenseller requested that the District review the appraisal information.

8. ATTORNEY'S REPORT: None.

9. GENERAL MANAGER'S REPORT:

A. Report on District's Water Conservation for October.

General Manager Barrow reported the District achieved 50% water conservation for the month of October 2016 compared to October 2013.

10. ITEMS FROM BOARD OF DIRECTORS:

A. Report on CSDA Meeting of October 25, 2016.

Director Chambers reported on the CSDA meeting he attended on October 25, 2016.

11. CLOSED SESSION: None.

12. ADJOURNMENT:

Director Bautista moved to adjourn, seconded by Director Medina.

The motion was carried unanimously.

Time 8:13 p.m.

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Thursday, November 10, 2016

Darryl A. Barrow

Secretary

William A. Lopez

President

December 8, 2016

Date