

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

Thursday, May 4, 2017

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

1. ROLL CALL:

Directors Present:

Janet Medina
Thomas Chambers
Perry Bautista
David Irwin

Directors Absent: None.

Staff Present:

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

Visitors Present:

Karema Al-Arabi

2. PLEDGE OF ALLEGIANCE: Led by Director Bautista.

3. CONSENT CALENDAR:

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

The motion was carried unanimously.

4. PUBLIC COMMENT: None

5. BUSINESS (OLD):

A. Review/Approve Request for Adjustment from Lynne Barrera of 2787 Duhallow Way.

General Manager Barrow reported the customer's usage returned to normal. Mr. Barrow indicated the customer consumed six units compared to nine units during the period the customer had the leak.

Director Chambers moved to discount the water rate above the customer's normal usage to the same rate the District pays San Francisco Water Department, seconded by Director Bautista.

The motion was carried unanimously.

6. BUSINESS (NEW)

A. Interview Candidate(s) and Consider Appointment to Fill Board Vacancy.

Ms. Alarabi indicated she lives on Shannon Drive, went to school in Kuwait, owned a restaurant in the past, currently works at Sam's Chowder House, became a U.S. citizen in 2004, votes regularly and wanted to get involved and serve the community.

After interviewing the Ms. Al-Arabi, Director Chambers moved to appoint her to fill the vacant seat on the Board, seconded by Director Bautista.

The motion was carried unanimously.

B. Consideration to Approve Resolution Thanking Director Lopez For His Dedication and Service to the District..

Director Irwin moved to approve Resolution No. 603 Thanking Director Lopez for his dedication and service to the District, seconded by Director Bautista.

Roll Call

Director Bautista	Aye
Director Chambers	Aye
Director Medina	Aye
Director Irwin	Aye

The motion was carried unanimously.

C. Consideration to Appoint Ad Hoc Committee to Review Customer Adjustment Policy.

Director Chambers moved to authorize President Medina to appoint ad hoc committee to review customer adjustment policy, seconded by Director Irwin.

The motion was carried unanimously.

President Medina appointed Director Chambers and Irwin to ad hoc committee to review customer adjustment policy.

D. Consideration to Increase Directors Internet Reimbursement from \$55 to \$65.

President Medina indicated the current \$55 does not cover the actual cost of internet service and recommended increasing the reimbursement to \$65.

Director Bautista moved increase Directors internet reimbursement to \$65, seconded by Director Chambers.

The motion was carried unanimously.

E. Consideration of Resolution Readopting Policies and Procedures for Providing Priority Services to Affordable Housing Projects Pursuant to Government Code Section 65589.7.

Attorney Conneran reported that public agencies providing water or sewer service need to adopt written policies and procedures with specific objective standards for providing priority service to developments that include housing units affordable to lower income households. State law requires if we have shortage of water to adopt policy. Attorney Conneran stated the District had adopted Resolution 532 and should readopt the policies and procedures with Resolution 604.

Director Chambers moved to approve Resolution No. 604 Adopting Policies and Procedures for Providing Priority Service to Affordable Housing Projects Pursuant to Government Code Section 65589.7, seconded by Director Irwin.

Roll Call

Director Bautista	Aye	Director Chambers	Aye
Director Medina	Aye	Director Irwin	Aye

The motion was carried unanimously.

7. WRITTEN COMMUNICATIONS:

A. Letter Dated April 27, 2017, from San Mateo County Registration and Election Division Regarding Moving to Even Year Elections.

General Manager Barrow reported the District received an email stating that the San Mateo County Board of Supervisors approved the District's request to move to even year elections.

8. ATTORNEY'S REPORT: None.

9. GENERAL MANAGER'S REPORT:

A. Report on Water Leak on Avalon Drive.

General Manager Barrow reported on two water leaks on Avalon Drive.

B. Report on C.I.P. Committee Meeting.

General Manager Barrow reported that the Capital Improvement Committee and he were working on a list of projects for FY 2017/2018 and would present the list to the board at the June meeting.

C. Report on Budget Committee Meeting.

General Manager Barrow handed out a draft copy of the budget. Mr. Barrow indicated that he would review the final budget with the Board in June.

D. Report on Consideration to Lease Parking Spaces from Colina.

General Manager Barrow reported that Colina requested that he attend the July meeting when the new board is elected.

10. ITEMS FROM BOARD OF DIRECTORS:

A. Report on CSDA Meeting of May 2, 2017.

Director Chambers reported on the CSDA meeting he attended on May 2, 2017.

11. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL

**A. Existing Litigation – Pursuant to Subdivision (a) of Section 54956.9:
Westborough Water District v. Lorenzo Valdez et al., San Mateo County
Superior Court Case No. 17CIV01194.**

The Board went into closed session at 8:30 p.m. and reconvened at 8:33 p.m.

The Board received report from Attorney Conneran. No action was taken.

12. ADJOURNMENT:

Director Chambers moved to adjourn, seconded by Director Bautista.

The motion was carried unanimously.

Time 8:33 p.m.

Secretary

President

Date