

**MINUTES**  
**BOARD OF DIRECTORS**  
**SUNNYSLOPE COUNTY WATER DISTRICT**  
**Regular Meeting**  
**July 14, 2011**

- A. CALL TO ORDER:** The meeting was called to order at 5:15 p.m. by President Meraz, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.
- B. ROLL CALL: Present:** President Dave Meraz; Directors Doug Keck, Dawn Anderson, Dave Clapham, and Danny Villalon. **Others present:** District Secretary Bryan Yamaoka and Attorney Lloyd Lowrey

**Staff present for Open Session:** District Engineer Ken Girouard, Finance & Human Resource Manager Cathy Buck, Crew Chief Jim Filice, Executive Assistant Carol Porteur, and meeting stenographer Laura Wiener-Smolka.

**Members of the Public present for Open Session:** Judi Johnson.

- C. APPROVAL OF AGENDA:** Upon motion made by Director Keck, seconded by Director Clapham, and unanimously carried, the agenda was approved as presented.
- D. EXECUTIVE SESSION:** None.
- E. REPORT ACTIONS TAKEN IN EXECUTIVE SESSION:** None.
- F. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS:** There were no public comments on items not on the agenda. The Board welcomed Judi Johnson.
- G. READING OF MINUTES:** Upon motion made by Director Villalon, seconded by Director Keck, and unanimously carried, the minutes of the June 9, 2011 regular meeting and the June 29, 2011 special meeting were approved as presented.

**H. OLD BUSINESS:**

- 1. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON WALLACE GROUP PROPOSAL TO EXTEND CITY OF HOLLISTER WASTEWATER MAPPING SYSTEM TO INCLUDE THE SUNNYSLOPE WASTEWATER SYSTEM FOR A PRICE NOT TO EXCEED \$34,500:** Engineer Girouard explained the Board requested, at a previous meeting, staff to update the proposal from Wallace Group on the wastewater mapping system. The proposal includes mapping the District's wastewater system for District use as well as for inclusion on the County's GIS system in the same manner as the City's sewer system map. The cost of the Wallace proposal scope of services is \$34,500 and includes arial photographs as well as photographs of the inside of wastewater manholes. Engineer Girouard stated that this project can be included in the District's wastewater capital improvement plan update which will be brought to the Board for approval.

Engineer Girouard stated that, based on 1,214 existing wastewater customers and 417 projected future customers, staff recommends that new customers pay 25% of the \$34,500 cost at the time connection fees are paid and existing customers pay the remaining 75% through their existing monthly rates.

During his report, Engineer Girouard explained that developers would be required to use the mapping system to determine if wastewater improvements and modeling would be required for their projects. Director Anderson asked if this mapping would detect any failures or problems with the pipes and Mr. Girouard responded that the equipment would be viewing the

manholes but would not extend down the pipes. In response to Director Villalon's question regarding the list of items not included in the scope of services, Engineer Girouard explained that the District could decide in the future to proceed with any of the items listed on an as needed basis. Judi Johnson's asked a question about providing a secure location for Wallace Group Surveyors to setup the GPS base station. Engineer Girouard suggested a satellite dish would need a secure spot and could possibly be setup at a well site, but that would need to be coordinated with the Wallace Group and staff.

Upon motion made by Director Anderson, seconded by Director Villalon, and unanimously carried, the Board approved the professional services contract with the Wallace Group to extend the City of Hollister wastewater mapping system to include the District's wastewater system for an amount not to exceed \$34,500.

## **I. NEW BUSINESS**

### **1. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON REQUEST TO EXTEND SPHERE OF INFLUENCE AND WATER SERVICE BOUNDARY TO JOHN BRIGANTINO'S PROPERTY, APN 020-280-022, LOCATED AT 2780 SOUTHSIDE ROAD:**

Engineer Girouard presented a letter from Mr. Brigantino requesting that his property located at 2870 Southside Road be included in the application to LAFCO for annexation of Southside Road Property previously approved by the Board on May 12, 2011. He reviewed a map of the subject area and stated that the addition of the Brigantino property is consistent with LAFCO guidelines to annex contiguous parcels and is in the best interests of the District.

Upon motion made by Director Keck, seconded by Director Clapham, and unanimously carried, the Board approved including the Brigantino parcel, APN 020-280-022, in its annexation application to LAFCO.

### **2. RECEIVE AND DISCUSS LETTER FROM MARGART PIDD, PROFESSIONAL PROPERTY MANAGEMENT, REGARDING TENANT DELINQUENT BILLS AND THE DISTRICT'S LETTER OF RESPONSE:**

Director Keck expressed his appreciation for the supporting documentation presented, making it easier to understand the District's position in the matter. Cathy Buck, Finance & Human Resource Manager, reviewed a letter from Margart Pidd, the manager and broker for Margart Pidd Real Estate, objecting to the policy of holding the property owner ultimately responsible for water service bills. Ms. Buck also reviewed the District's response letter which she and President Meraz signed. President Meraz asked if Ms. Pidd has responded to the District's response letter, and Ms. Buck stated that she has not. Director Keck asked what would happen if Ms. Pidd was to pay the \$89.83 for the unpaid bill, whether the water could be put into a new tenant's name. Ms. Buck responded that could happen since there would then no longer be an outstanding balance for that service address. No actions were taken by the Board.

### **3. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON FOLLOWING DISTRICT POLICIES AND PROCEDURES:**

- a. **PURCHASING POLICY:** During discussion President Meraz expressed that he would like to strike paragraph 8100.1 D. Emergency Expenditures which states: *The General Manager has the authority to approve emergency repair expenditures up to \$100,000 without prior Board approval. The General Manager shall notify the Board President of the emergency purchase as soon as practical and shall submit the purchase details to the full Board of Directors at the next Board meeting.*

It was pointed out that some emergencies are critical and require an immediate response and that calling a meeting with a quorum would cause a delay or may not be possible; examples of such emergencies would be sewer spills, a landslide at the sewer ponds, a

water well breaking down at a critical time, etc. President Meraz suggested that the District could obtain proposals with price quotes for repairs/replacements to address various emergency problems; the Board could then preauthorize work to be done or items purchased using a preferred provider list.

Concern was expressed that the nature and scope of all emergencies with the cost to address them cannot be anticipated in advance. Judi Johnson cited a terrorist attack such as poisoning the water supply as an example of an extreme and unusual emergency.

Attorney Lowrey pointed out that the Code gives the general manager certain responsibilities and authority to address emergency situations.

After further discussion, Director Clapham made a motion for the Board to table approval and provide an opportunity for the Policy & Procedure Committee to review the policy again and come back to the Board with recommendations, the motion was seconded by Director Villalon, and unanimously carried.

- b. **EXPENSE REIMBURSEMENT POLICY:** Upon motion made by Director Keck, seconded by Director Clapham, the Expense Reimbursement Policy was approved as presented.
  - c. **EMPLOYMENT OF OUTSIDE CONTRACTORS AND CONSULTANTS POLICY:** At the suggestion of President Meraz, paragraph 8170.2 was changed from, "Consultant will be selected by the General Manager..." to "Consultants will be recommended by the General Manager...". Upon motion made by Director Villalon, seconded by Director Keck, and unanimously carried, the Employment of Outside Contractors and Consultants Policy was approved as amended.
  - d. **BUDGET PREPARATION POLICY:** Upon motion made by Director Clapham seconded by Director Keck, the Budget Preparation Policy was approved as presented.
  - e. **ASSET PROTECTION AND FRAUD IN THE WORKPLACE POLICY:** Upon motion made by Director Villalon, seconded by Director Keck, the Asset Protection and Fraud in the Workplace Policy was approved as presented.
  - f. **CUSTOMER PAYMENT ARRANGEMENTS POLICY:** Upon motion made by Director Clapham, seconded by Director Keck, the Customer Payment Arrangement Policy was approved as presented.
  - g. **DISPOSAL OF SURPLUS PROPERTY OR EQUIPMENT POLICY:** Upon motion made by Director Villalon, seconded by Director Clapham, the Disposal of Surplus Property or Equipment Policy was approved as presented.
  - h. **RETURN TO WORK PROGRAM:** At the suggestion of President Meraz it was agreed to change the language to refer to employee positions only and not employee names. Director Villalon questioned paragraph 2100.5 – Employee Eligibility “All regular full-time employees are eligible to participate in the RTW Program, however, under certain situations, it may not be offered” asking why it may not be offered. Cathy Buck responded by citing a situation such as an injury so serious that the person may not be able to return to work, such as being paralyzed. Upon motion made by Director Villalon, seconded by Director Keck, the Return to Work Program was approved as amended.
4. **RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON REQUEST TO SOLICIT PRICE QUOTES FOR ONE TRUCK FOR ENGINEERING DEPARTMENT AND TWO TRUCKS FOR THE OPERATIONS DEPARTMENT FOR A PRICE NOT TO EXCEED \$90,000:** Engineer Girouard stated that, currently, the Engineering

Department, as well as the Customer Service staff, uses the District's Rav4 auto for District business. Beginning in July the Engineering Department will be using a vehicle on a daily basis for construction inspection of the Ridgemark Wastewater Treatment Plant. He stated that if the Engineering Department was to use the Rav4 on a daily basis, it would not be available to the Customer Service Department. Mr. Girouard stated that currently the District has a Ford 350 truck which is retired from active service by the Operations Department and is used as a backup truck, but this vehicle would not be perfectly suited for surveying or construction inspection as it does not have 4 wheel drive for driving on muddy dirt roads at the construction site. He added, engineering staff is requesting authority to solicit bids for a medium duty 4-wheel drive truck, with an extended cab, for a purchase price not to exceed \$20,000, exclusive of license fees and taxes.

Engineer Girouard stated the Operations Department currently has a ¾ ton truck with a lift gate that has 127,000 miles and maintenance costs of \$3,026 last fiscal year and \$658 the year before. In addition, the department has a second ¾ ton truck with 96,000 miles and maintenance costs of \$1,482 last fiscal year and \$763 the year before. Mr. Girouard stated that, currently, none of the Operations Department's fleet of trucks has 4-wheel drive, which often makes it difficult to get to test Well #12, the Fairview Tanks, or any site on unimproved roads when conditions are wet and the soil is soft. He added, staff believes it would be advantageous for the Operations Department to have at least one 4-wheel drive utility truck, and a second truck equipped with dual rear wheels. Both new trucks would be equipped with an improved braking system which is now standard equipment. Mr. Girouard stated the current capital improvement plan shows the replacement of two vehicles per year and no vehicles were purchased in the 2009-10 or 2010-11 fiscal years.

Engineer Girouard recommended the Board provide direction on soliciting price quotes for one truck for the Engineering Department and two replacement trucks for the Operations Department at a price not to exceed \$90,000. He added, the District would utilize the CMAS vendor, Coalinga Motors, vendor pricing.

President Meraz suggested tabling decision on the purchase of vehicles until after the Bartle Wells rate study is received to give Directors more decision making information about the District's finances in light of the anticipated customer rate increases. During discussion of timelines, Secretary Yamaoka noted the goal of the Governance Committee is to have a tentative draft of a cost sharing agreement by the end of September and subsequent final approval by the participating agencies (the result of which will be included in the rate study), and any rate increase recommendation from the Bartle Wells study by January 2012.

Upon motion made by Director Keck, seconded by Director Villalon, and unanimously carried, the Board agreed to table action pending forthcoming project information regarding financial impacts and future rate increases.

- 5. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON RIDGEMARK WASTEWATER TREATMENT AND RECYCLED WATER IMPROVEMENTS PROJECT PROGRESS PAYMENT REQUESTED BY ANDERSON PACIFIC FOR \$135,000:** Engineer Girouard presented the first invoice from Anderson Pacific for work on the Ridgemark Wastewater Treatment and Recycled Water Improvements Project. He explained that the \$135,000 invoice is for work completed as of June 24, 2011 in the amount of \$150,000 minus \$15,000 for a 10% retention until project completion. During discussion Engineer Girouard noted that this is the first monthly invoice and he expects to be bringing invoices from Anderson Pacific to the Board monthly throughout the construction period.

Upon motion made by Director Anderson, seconded by Director Clapham, and unanimously carried, the Board approved payment of the \$135,000 invoice as presented.

## J. BOARD AND STAFF COMMITTEE STATUS REPORTS:

- 1. Finance Committee:** President Meraz reported that we received proposals from five audit firms, and that three auditing firms would be interviewed either at the end of August or sometime in September.
- 2. Policy and Procedure Committee:** Cathy Buck reported that, in addition to the policies presented earlier, the Committee has probably completed another 15 policies, which will be brought to the Board for review and approval at a future meeting. The possibility was discussed to bring one or two policies at a time to each regular meeting and if any policy needs a lot of discussion, that the Board would call a special meeting to handle. The committee's next meeting is at 2:00 p.m. on August 23, 2011.
- 3. Water/Wastewater Committee:** This item was covered as part of the Governance Committee report below.
- 4. Governance Committee:** Director Keck reported that the committee's recent discussions with the subcommittee Governance Committee focused on a financing plan for the Lessalt upgrade and the proposed West Hills treatment plant.

Projections and some of the initial concepts with tentative figures include: cost projection of \$33 million, which does not include the transmission pipeline from the Lessalt to Ridgemark, but does include \$22 million for the West Hills treatment plant and \$11 million for the Lessalt plant upgrade; there could be a \$10 million up front contribution from San Benito County Water District; financing for projects could be provided at low interest rate by San Benito County Water District; CH2MHill is being contracted to determine the value of Lessalt; for payment of an undetermined amount, the District and City would transfer ownership of Lessalt treatment plants to SBCWD; for first five years District would operate both plants; Sunnyslope would buy water from SBCWD; Sunnyslope and the City would deed over one parcel to SBCWD for construction of the West Hills plant at no cost; the City and Sunnyslope would split the proceeds of the sale of the second parcel not needed for the West Hills plant.

Director Keck added, SBCWD would recapture their money by being the water wholesaler, and the City and the District would become retailers. In addition, SBCWD would contract with Sunnyslope to operate the two plants for the first five years.

During discussion, Secretary Yamaoka noted that the District still owes money for debt incurred to finance the original Lessalt project. Secondly, Sunnyslope would also be responsible for the \$800,000 cost to build the transmission pipeline from Lessalt to Ridgemark. He stated that the \$2 to \$3 million cost of continuing the West Hills plant transmission pipeline from the area near Nash Road to the intersection of Airline Highway and Union Road will be shared by the District and the City.

Board members expressed concerns about San Benito County Water District's experience with past CVP water allocation cuts and whether future cuts could affect its ability to deliver enough water to meet the needs of the District. Engineer Girouard commented that historically reduced allocations were more severe for agricultural users and less severe for M & I users. He reported that San Benito County Water District began participation in a water-banking program and now has 4,000 to 5,000 acre feet of water banked outside the water basin. SBCWD is also planning a North County Water Bank. SBCWD can also now store more water in San Justo Reservoir that previously due to changes requested by SBCWD. Finally, SBCWD is ordering a full allocation of 8250 acre feet of water for M&I use this year, which will give SBCWD a higher historical use for the 3 highest years. He noted that, during a drought, the 3 highest years of use are used as a baseline. A percentage of the 3 year baseline is used to determine how much water will be received from the CVP during a drought. The bigger the baseline, the bigger the amount of water delivered during a drought.

In response to Directors' other concerns and questions, Secretary Yamaoka stated that when the committees have reached a consensus on details of the agreement, a consultant will be hired to review the concepts for thoroughness and equity. Cathy Buck commented on the long-term goal to take advantage of the significantly lower cost of treating surface water by minimizing the need for groundwater treatment.

The next Governance Committee meeting will be held at 5:30 p.m. on July 20, 2011. There is no subcommittee meeting that evening. In addition, there is a meeting scheduled with Harry Bloom at 10:00 a.m. on July 19, 2011.

5. **Water Resources Association of San Benito County:** Director Anderson reported that at the last WRA meeting a quorum was not present. The next meeting is scheduled for September 1, 2011 at 5:30 p.m.
6. **Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** Engineer Girouard reported that the contractor is beginning to mobilize and that staff met with Ridgemark representatives regarding gate access for the construction activities.
7. **State Revolving Fund and Stimulus Package Financing:** Engineer Girouard reported on the District's receipt of \$1.2 million from the SRF loan for the wastewater project design. The District's application for the Best Road water project funding is still in the review process, and staff continues to respond to information request.
8. **Lessalt Water Treatment Plant:** Engineer Girouard reported that he received the design proposal from Kennedy/Jenks; however, the City wants to delay entering into the contract with Kennedy/Jenks until the overall plan is decided upon through the Governance Committee process.
9. **Water Related Projects:** Jim Filice reported that the SCADA system and intertie at the Memorial Drive booster is now fully functional, which will allow the Lessalt plant to pump more treated surface water to the City.
10. **District Operation Summary, Statement of Income, and Investment Summary; Lessalt Water Treatment Agency Investment and Disbursement Summaries; District Maintenance, Meter Reading, and Well Groundwater Level Reports:** Cathy Buck reviewed the June 2011 District Operations Summary and the Statement of Income through May 31, 2011. There were no questions.

During review of the Investment Summary, Ms. Buck reported that the District's fund balance as of June 30 is \$3,141,000.44, which includes twelve months' earned interest totaling \$11,545.52.

The Board reviewed financial reports for the Lessalt Water Treatment Agency, including the June 8 to July 12, 2011 Disbursement Summary totaling \$99,542.66. The Lessalt Water Treatment Agency Investment Summary ending June 30, 2011, reflects total funds of \$1,864,384.35, which includes \$4,010.44 fiscal year-to-date (four months) earnings. Director Keck asked if Lessalt was turned over to San Benito County Water District, what would happen to this money and Cathy Buck explained this money was set aside for filter replacements and it would get split 50-50 between the City and Sunnyslope Water.

During review of the June Maintenance Report, Jim Filice responded to questions from Board members about details regarding various items in the report. In response to Director Keck's question regarding item #6, lead and copper sampling, Mr. Filice stated that periodic testing is required, and maintenance staff supply residents with kits to draw samples from their water taps. In Response to Director Anderson's inquiry about item #23, repairs to the fencing and

SCADA horn box at the Fairview water tank, Mr. Filice spoke about vandalism that occurred on the night of the high school graduation.

Jim Filice reviewed the Meter Reading Report for the period May 16 to June 15, 2011, and noted intertie meter data indicates the during this period the City received 45.9% of Lessalt water, while the District received 54.1%. The City owes Sunnyslope 272 million gallons of water. Engineer Girouard stated we are looking to set a wholesale water rate for the City of Hollister to pay Sunnyslope for the water owed. Secretary Yamaoka stated that the City of Hollister does not want to build a well, so they are willing to buy water from us.

During review of the groundwater level report, Mr. Filice noted that well levels are dropping slightly.

**K. ALLOWANCE OF CLAIMS:** The Board reviewed the District's Disbursement Summary for the period June 8 through July 12, 2011, and Cathy Buck answered several questions from Directors about listed items. In response to President Meraz' question about the check to Corbin Willits Systems, Inc., she explained that the \$5,356.20 payment is for annual maintenance on the MOM's utility billing program. He also asked about the payment to United Way, which Ms. Buck explained is a pass-through donation that is automatically deducted from her paycheck. Last check written as of July 12, 2011 was check #16393.

Upon motion made by Director Anderson, seconded by Director Keck unanimously carried, the Board approved the disbursements totaling \$759,745.48, which includes: \$433,616.44 for employee compensation and accounts payable; \$323,481.50 pass-through to the City of Hollister for sewer bills collected (net of our fee); and \$2,547.54 for customer refunds and returned checks.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
6/9/11	ACH 0172	RETURNED CHECK (Ret. Ck 06-01)	-320.71
6/10/11	ACH 0173	RETURNED CHECK (Ret. Ck 06-04)	-179.00
6/30/11	ACH 0174	EFTPS	-20,966.72
6/17/11	ACH 0175	RETURNED ACH (ACH Ret. 06-01 to 06-04)	-498.13
6/16/11	ACH 0176	RETURNED CHECK (Ret. Ck 06-05)	-175.00
6/16/11	ACH 0177	RETURNED CHECK (Ret. Ck 06-06)	-191.00
6/20/11	ACH 0178	RETURNED CHECK (Ret. Ck 06-07)	-58.92
6/23/11	ACH 0179	RETURNED CHECK (Ret. Ck 06-08)	-154.73
6/23/11	ACH 0180	RETURNED CHECK (Ret. Ck 06-09)	-152.94
6/23/11	ACH 0181	RETURNED CHECK (Ret. Ck 06-10)	-124.47
6/27/11	ACH 0182	RETURNED CHECK (Ret. Ck 06-11)	-164.77
6/27/11	ACH 0183	San Benito Bank	-400.14
7/5/11	ACH 0184	Merchant Services	-624.67
6/30/11	DD 0300	Alvarez, Abel	-3,809.67
6/30/11	DD 0301	Brill, Kelly L.	-4,346.74
6/30/11	DD 0302	Buck, Cathy L.	-6,505.49
6/30/11	DD 0303	Castro, Kevin G.	-3,819.46
6/30/11	DD 0304	Chavez, Jr., Manuel T.	-4,997.42
6/30/11	DD 0305	Eclarin, Ernesto P.	-4,175.47
6/30/11	DD 0306	Estrada, Thomas A.	-3,954.71
6/30/11	DD 0307	Filice, James L.	-7,157.39
6/30/11	DD 0308	Girouard, Kenneth R.	-6,354.25
6/30/11	DD 0309	Hagins, Patrick M.	-4,463.16
6/30/11	DD 0310	Imperatrice, Patrick L.	-5,532.92
6/30/11	DD 0311	Jackson, Patrick W.	-6,529.99
6/30/11	DD 0312	Norman, III, Walter R.	-4,970.28
6/30/11	DD 0313	Padilla, David	-4,602.01
6/30/11	DD 0314	Porteur, Carol A.	-3,588.11
6/30/11	DD 0315	Robson, Ann	-2,599.26
6/30/11	DD 0316	Watson, Scott A.	-3,972.91
6/30/11	DD 0317	Yamaoka, Bryan M.	-9,024.24
6/30/11	DD 0318	Zavala, Anabel G.	-4,031.68
6/30/11	DD 0319	Jackson, Norma	-325.66
7/12/11	DD 0320	Clapham, David G. (Dir. Dep.)	-600.00
7/12/11	DD 0321	Keck, Doug (Dir. Dep.)	-500.00
7/12/11	DD 0322	Meraz, David (Dir. Dep.)	-600.00
7/12/11	DD 0323	Villalon, Daniel (Dir. Dep.)	-400.00
7/12/11	DD 0324	Wiener-Smolka, Laura S. (Dir. Dep.)	-200.00

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
6/8/11	16282	Groeniger & Company	-1,740.27
6/10/11	16283	Assoc. of Calif. Water Agencies (ACWA)	-2,455.00
6/13/11	16284	ATLANTIC PACIFIC REAL ESTATE	-7.64
6/13/11	16285	THERESA BRAZIL	-70.17
6/13/11	16286	JH DOLPHIN	-11.93
6/13/11	16287	LYNN MULHALL	-63.85
6/13/11	16288	PAVEX CONSTRUCTION	-238.41
6/13/11	16289	REAL HOME SERVICES & SOLUTIONS	-17.57
6/13/11	16290	AICPA	-215.00
6/13/11	16291	B.W.S. Distributors, Inc.	-26.77
6/13/11	16292	Bianchi Kasavan & Pope, LLP	-283.50
6/13/11	16293	Calvista Insurance Agency Inc.	-16,928.00
6/13/11	16294	City of Hollister-Finance Dept	-323,481.50
6/13/11	16295	Cole-Parmer Instrument Co.	-332.58
6/13/11	16296	Hollister-Sunnyslope W. T. A.	-49,235.62
6/13/11	16297	J L Wingert Co.	-486.42
6/13/11	16298	Mark Nicholson, Inc.	-2,858.64
6/13/11	16299	Mc Master-Carr	-67.63
6/13/11	16300	P G & E	-14,465.44
6/13/11	16301	Postal Graphics (was Post Net)	-14.00
6/13/11	16302	San Benito Engineering & Surveying Inc.	-1,185.00
6/13/11	16303	South Valley Internet, Inc.	-17.95
6/13/11	16304	Staples	-314.58
6/13/11	16305	Toro Petroleum Corp.	-1,459.76
6/13/11	16306	USA BlueBook	-214.37
6/20/11	16307	A-1 Services	0.00
6/20/11	16308	All Star Ready Mix, LLC	-146.97
6/20/11	16309	Auto Tech Service Center, Inc.	-35.05
6/20/11	16310	B.W.S. Distributors, Inc.	-305.57
6/20/11	16311	Bianchi Kasavan & Pope, LLP	-45.63
6/20/11	16312	First Trust Alarm Company	-290.00
6/20/11	16313	Monterey Bay Systems	-806.68
6/20/11	16314	O'Reilly Auto Parts	-19.29
6/20/11	16315	OnTrac	-32.00
6/20/11	16316	P G & E	-5,577.91
6/20/11	16317	San Benito County Water District	-339.25
6/20/11	16318	Santa Barbara Bank - \$1M Loan Pmts	-42,548.63
6/20/11	16319	A-1 Services	-373.00
6/22/11	16320	Calif. Dept. of Public Health - OCP	-310.00
6/22/11	16321	State Water Resources Control Board-OOC	-130.00
6/22/11	16322	Postmaster	-278.09
6/27/11	16323	SALVATORE ARCHDEACON	0.00
6/27/11	16324	STEPHEN OSTOJA	-40.35
6/27/11	16325	LUCIANO PINHEIRO	-59.20
6/27/11	16326	RICHARD & JULIE SILVA	-18.28
6/27/11	16327	RUBEN DOZAL JR.	-70.16
6/27/11	16328	AT&T	-265.21
6/27/11	16329	B.W.S. Distributors, Inc.	-493.25
6/27/11	16330	Corbin Willits Systems, Inc. (MOM's)	-5,356.20
6/27/11	16331	EBCO Pest Control	-55.00
6/27/11	16332	Everbank Commercial Finance, Inc.	-257.85
6/27/11	16333	Ferguson Enterprises, Inc.	-161.42
6/27/11	16334	Hach Company	-494.12
6/27/11	16335	Itron, Inc.	-796.46
6/27/11	16336	John Smith Landfill	-12.22
6/27/11	16337	Noland Hamerly Etienne & Hoss	-6,056.40
6/27/11	16338	Palace Art & Office Supply	-172.21
6/27/11	16339	Postal Graphics (was Post Net)	-6.86
6/27/11	16340	Power Equipment Co.	-50.71
6/27/11	16341	Razzolink.com	-115.90
6/27/11	16342	San Benito Tire, Inc.	-280.21
6/27/11	16343	South Valley Newspapers (Main St Media)	-112.95
6/27/11	16344	Toro Petroleum Corp.	-2,274.57
6/27/11	16345	Verizon Wireless	-268.35
6/27/11	16346	Wright Bros. Indust. Supply	-362.37
6/27/11	16347	Wright Bros. Welding & Sheet Metal, Inc.	-119.44
6/27/11	16348	SALVATORE ARCHDEACON	-30.31
6/27/11	16349	Postmaster	-1,754.99
6/30/11	16350	United Way of Santa Cruz	-120.00
6/30/11	16351	Employment Dev. Dept. (EDD) DE88 Pmts.	-8,908.21
6/30/11	16352	CalPERS - Retirement	-1,587.18
6/30/11	16353	Nationwide Retirements Solutions	-13,056.44
6/30/11	16354	BAC (Beneficial Administration Company)	-283.86



<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
6/30/11	16355	CalPERS - Health Insurance	-13,671.56
6/30/11	16356	CalPERS - Retirement	-35,704.69
6/30/11	16357	Fort Dearborn Life Insurance Co.	-247.00
6/30/11	16358	Premier Access Insurance Co.	-2,914.69
6/30/11	16359	State Comp. Insurance Fund	-5,391.31
7/5/11	16360	Ace Hardware (Johnson Lumber Co.)	-432.49
7/5/11	16361	Applied Membranes Inc.	-1,755.31
7/5/11	16362	Auto Tech Service Center, Inc.	-35.05
7/5/11	16363	B.W.S. Distributors, Inc.	-370.62
7/5/11	16364	Calif. Dept. of Public Health - OCP	-160.00
7/5/11	16365	Calvista Insurance Agency Inc.	-16,929.00
7/5/11	16366	CM Analytical, Inc.	-3,130.00
7/5/11	16367	Cole-Parmer Instrument Co.	-23.54
7/5/11	16368	Gabilan Welding, Inc.	-126.00
7/5/11	16369	Groeniger & Company	-630.39
7/5/11	16370	Hach Company	-1,147.33
7/5/11	16371	Mc Donald Landscaping	-165.00
7/5/11	16372	Mid Valley Supply	-333.49
7/5/11	16373	Mission Uniform Service	-595.72
7/5/11	16374	Noland Hamerly Etienne & Hoss	-530.90
7/5/11	16375	O'Reilly Auto Parts	-24.91
7/5/11	16376	Palace Art & Office Supply	-0.25
7/5/11	16377	Petty Cash	-86.41
7/5/11	16378	Quinn Company	-987.22
7/5/11	16379	RMC Water and Environment	-24,819.05
7/5/11	16380	San Benito County Water District	-343.50
7/5/11	16381	Sierra Chemical Co.	-347.35
7/6/11	16382	Groeniger & Company	-258.17
7/11/11	16383	All Star Ready Mix, LLC	-582.76
7/11/11	16384	Anderson, Dawn V.	-400.00
7/11/11	16385	B.W.S. Distributors, Inc.	-475.40
7/11/11	16386	CM Analytical, Inc.	-3,495.00
7/11/11	16387	Hollister-Sunnyslope W. T. A.	-10,863.45
7/11/11	16388	Postal Graphics (was Post Net)	-36.00
7/11/11	16389	Radio Shack (Crystal T.V.)	-14.17
7/11/11	16390	Recology San Benito County	-114.27
7/11/11	16391	San Benito Tire, Inc.	-202.31
7/11/11	16392	Staples	-29.67
7/11/11	16393	Wright Bros. Welding & Sheet Metal, Inc.	-229.13
<b>Total Disbursements</b>			<b><u><u>-759,745.48</u></u></b>

## L. REPORTS

1. **District Counsel:** No report.
2. **District Engineer:** No report.
3. **Finance-HR Manager:** No report.
4. **General Manager:** Secretary Yamaoka reported that we are working on the Brigantino lot line adjustment for property he purchased from Campisi and he will bring it to the Board in the next month or so.

**M. FUTURE AGENDA ITEMS:** Secretary Yamaoka stated that the Award Homes lawsuit for recovery of attorney fees is set for hearing on August 18 and that our attorney filed a cross appeal. Secretary Yamaoka also reported he will be bringing to the board: CH2MHill's results; a proposal for a short-term working capital loan in anticipation that the District will not receive reimbursement from the SRF loan on a timely basis; and more policy and procedures for approval.

President Meraz stated that, because the District is anticipating a rate increase, he would like to discuss retaining a consultant for a study to ensure the District is operating at maximum efficiency, such as surveying the District's contracts, recovery of accounts receivable, and

maximizing grant and other funding opportunities. Secretary Yamaoka commented that a retreat for that purpose would be positive. Attorney Lowrey suggested that CSDA may be able to provide those services.

The next regular meeting is scheduled to be held Thursday, August 11, 2011.

**N. ADJOURN:** Upon motion made by Director Clapham, seconded by Director Villalon, and unanimously carried, the meeting was adjourned at 8:14 p.m.

**APPROVED BY THE BOARD:** s/Dave Meraz  
Dave Meraz, President

**RESPECTFULLY SUBMITTED:** s/Bryan M. Yamaoka  
Bryan M. Yamaoka, Secretary