

MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Regular Meeting
June 9, 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, Vice President Doug Keck, Dawn Anderson, Dave Clapham, and Danny Villalon. **Others present:** Secretary Bryan Yamaoka and Attorney Lloyd Lowrey (arrived at 5:30 p.m.).

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

C. EXECUTIVE SESSION: None.

D. ACTION ITEMS DISCUSSED IN EXECUTIVE SESSION AND ACTIONS TAKEN IN OPEN SESSION: None.

E. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS: There were no public comments for *non-agendized* items and there were no introductions.

Secretary Yamaoka and Cathy Buck requested that the Board approve amending the agenda to include item H-7 to the agenda regarding ACWA (Association of California Water Agencies) membership and changing the District's Workers' Compensation insurance carrier to the ACWA-JPIA (Joint Powers Insurance Authority). Cathy Buck reported that the Finance Committee reviewed this matter at its June 3rd meeting and determined that approval will result in a cost savings to the District. She stated the Board would need to act on approving the membership and needed resolutions so the Workers' Compensation could be effective July 1, 2011. Upon motion made by Director Keck, seconded by Director Clapham, and unanimously carried, the Board added item H-7 to the agenda as requested.

F. READING OF MINUTES: Upon motion made by Director Keck, seconded by Director Anderson, and unanimously carried, the May 12, 2011 meeting minutes were approved as written.

G. OLD BUSINESS: None.

H. NEW BUSINESS

1. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON PRESENTATION OF SUNNYSLOPE COUNTY WATER DISTRICT 2011/12 INTERIM BUDGET:

Cathy Buck reported that the Finance Committee has not completed its review of the 2011/12 interim budget and will meet again to discuss their questions and possible cost saving measures for budget incorporation. She requested that after review of the interim budget, the Board defer action to accept it until the Special meeting scheduled for June 29, at which time the Finance Committee's suggestions can be incorporated and presented to the Board.

Ms. Buck discussed some of the cost saving ideas already reflected in the budget, such as an assumption we would change Workers' Compensation insurance carriers, which, when

she took it to the Finance Committee on June 3rd, she estimated the District could save a minimum of \$17,000 with the ACWA-JPIA, even after paying the required ACWA membership dues. Since then, the District has received the actual renewal quote from State Compensation Insurance Fund, and based on that quote, she would now estimate the savings to be at least \$32,000. Ms. Buck also explained that if we were to join the JPIA, that as a member of a self insured group the District could potentially have a return of some of the premiums paid back in four years.

Director Villalon asked how the Workers' Compensation safety record is to date as well as compared to last years. Ms. Buck explained that over the past 5 years the District has only had first-aid type injuries and back strain claims. For the few days taken off for injuries, the employee used sick leave and did not get paid by Workers' Compensation. Director Villalon also asked if the District has safety training and Ms. Buck explained that Jim Filice holds training sessions periodically. Cathy Buck mentioned that a risk assesment has been done by the JPIA and their only requests are to have ergonomic training, which is scheduled for July 22nd, and a written return to work program, which she is working on.

Other cost savings measures in the budget include charging the Ridgemark Water/Wastewater Treatment Plant asset for labor during construction, billing the Lessalt treatment plant for operator labor, and billing the City of Hollister for the wholesale cost of water delivered to the City. Jim Filice noted that the configuration of water interties makes it difficult for the City to send water back to the District and the City suggested they pay for water rather than pump it back to the District. Bartle Wells will be developing a wholesale water rate for the District to use in calculating the billing to the City.

In response to Director Keck's question about labor for the Lessalt treatment plant being supplied by the District's employees, Secretary Yamaoka stated that originally the maintenance labor was to be divided equally with the City of Hollister; however, the City has been unable to provide the necessary workforce. Cathy Buck explained that District maintenance personnel keep time sheets on a daily basis and have documented actual hours worked at Lessalt, which equates to approximately one full-time person on an annual basis. The District will begin billing the City for its share of labor at the Lessalt plant, which is reflected in the 2011/12 interim budget as an offset to salaries & benefits expense.

Cathy Buck reviewed highlights of the District's 2011/12 interim budget. She noted that water sales revenue is budgeted at \$3.4 million, compared to \$3.5 million budgeted last year. Ms. Buck pointed out that this year's actual water revenues are projected to be \$3.3 million due to a wet spring resulting in less customer water use for landscape irrigation. She noted that revenue generated by the water rate increase which took effect in December 2010 is not included in this interim budget to keep the projection conservative.

Ms. Buck stated the District is budgeting for \$300,000 in wholesale water sales to the COH, and added that the COH currently owes the District 255.6 million gallons of groundwater which is almost impossible to get back due to the workings of the interies and pressure zones. Bartle Wells is assisting us in calculating an appropriate wholesale water rate to charge, but in the mean time, we went ahead and budgeted using an estimated rate of \$2.44 per hundred cubic feet for estimated sales of 8 million gallons per month. The COH has agreed to pay for the excess water they receive from us.

Ms. Buck reviewed the wastewater budget and noted that revenue is budgeted at \$1.3 million, which is up from \$1.2 million budgeted last year and is slightly less than the projected revenue for the current fiscal year. She noted that the projected actual current year revenue reflects the rate increase that took effect on December 21, 2010, affecting revenue for the last half of the current year, and is the last approved sewer rate increase.

She believes that the wastewater revenue budget is conservative because it does not reflect a full year's impact of the last rate increase or the consumption multiplier that was adjusted in April.

President Meraz asked about the approximate \$600,000 decrease in the salaries & benefits reflected in the water budget, and whether it was due to the 50% labor cost to Lessalt. Ms. Buck explained that that is part of it, but also the allocation for water/wastewater personnel is going from 85% /15% to 75% /25% and also a percentage of Cathy Buck's and Carol Porteur's labor will be going into the capitalized asset for the some of the clerical work done for the Ridgemark Wastewater Treatment Plant construction project.

Ms. Buck stated the water operations are forecasted at a net income of \$79,685; the wastewater operations at a net income of \$498,444; and combined operations with a net income of \$578,129.

Ms. Buck stated that the Customer Service budget is fairly consistent from year to year since there is not a lot of expenses in the department. It also offsets the impact of its operating expenses on the overall budget due to generating its own revenue for miscellaneous fees such as reconnection fees, administrative collection fees and also the fee collected from the City of Hollister for processing the billing.

President Meraz questioned that the 2010/11 Customer Service budget did not have unemployment benefits budgeted but the 2011/12 budget has \$11,700. Cathy Buck explained last year it was budgeted in General & Administrative and this year she put it in the Customer Service budget. We are self-insured for unemployment and it just covers us for any potential unemployment that could arise if there were any turn over of employment.

Director Villalon inquired about the CalPERS Retirement on the Wastewater Budget going from \$53,476 for the 2010/11 budget to \$151,788 in the 2011/12 budget. Ms. Buck explained that it is based on the percentage of the salaries, which went from \$216,324 for the 2010/11 budget to \$558,205 in the 2011/12 budget. The increase is explained by the shifting of salaries from the various departments to wastewater due to the employee time spent on the new wastewater construction project and the change in allocation percentage for Customer Service and General & Administrative salary & benefit expenses from 15% to 25%. She also added that the personnel committee has not completed negotiations, so if their decision makes an impact on the 2% salary increase that was budgeted, or other budget assumptions, there may need to be some adjustments made later.

As stated earlier, Ms. Buck pointed out that the Finance Committee would like to meet again to go over their questions and review the budget before it is finalized and presented to the Board for approval at the June 29, 2011 special meeting. This presentation was for informational purposes.

2. **RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON "AGREEMENT AND ELECTION OF SUNNYSLOPE COUNTY WATER DISTRICT TO PREFUND OTHER POST EMPLOYMENT BENEFITS THROUGH CalPERS":** Secretary Yamaoka noted that in September 2010, the Board approved a Resolution #518 to contract with California Public Employees Retirement System (CalPERS) for health care benefits. It was determined that it would be cost effective to switch health plans beginning January 1, 2011 and be subject to Public Employees' Medical and Hospital Care Act (PEMCHA) that governs CalPERS health system. The District must offer health insurance to both active employees and retirees and is required to pay a portion of all monthly health care premiums, currently \$108 per month. A cafeteria plan was also established for active employees.

To assist government agencies and Special Districts comply with Governmental Accounting Standards Board regulation #43, CalPERS established a trust fund where agencies can prefund future health care obligations. Secretary Yamaoka recommended Board approval of an agreement with CalPERS OPEB Trust to establish a trust fund in order to minimize the impact of future liabilities to fund the health care plan. The District's first year contribution would be \$41,678 according to the actuarial study done. Secretary Yamaoka commented that the exhibit previously presented estimated District savings after payment of health care premiums and the payment of the prefunded liability to be \$12,692 this year, and the 5-year savings to be \$180,000.

Upon motion made by Director Keck, seconded by Director Clapham, and unanimously carried the Board approved the Agreement and Election to Prefund Other Post Employment Benefits through CalPERS and authorized the President to sign the agreement as presented.

3. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON RESOLUTION #520, "RESOLUTION OF THE BOARD OF DIRECTORS OF SUNNYSLOPE COUNTY WATER DISTRICT FOR DELEGATION OF AUTHORITY TO REQUEST DISBURSEMENTS FROM CalPERS OPEB PREFUNDING PLAN":

Secretary Yamaoka stated that since the District has accepted to enter into to an agreement with CalPERS for the OPEB Trust, we will need a resolution to authorize the District Manager and Finance/Human Resources Manger to request reimbursement from CalPERS Trust Fund for repayment of health care premiums.

Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried the Board adopted Resolution #520 authorizing the District Manager and the Finance & Human Resource Manager to request reimbursement from the CalPERS Trust Fund for repayment of prefunded health care premiums.

4. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON AUGMENTATION REQUEST FOR \$27,000 FOR LESSALT PRELIMINARY DESIGN REPORT:

Engineer Girouard reported that staff and two members of the Board have been working with the Governance Committee, as well as HDR and Kennedy/Jenks Consultants regarding the preliminary design report for the Lessalt treatment plant upgrade and costs of alternative technologies.

He stated that the Governance Committee requested that Kennedy/Jenks conduct additional evaluation of the following alternative treatment processes: (a) Acti-flo CARB, oxidation, granular media filters, and free chlorine; (2) oxidation, coagulation, microfiltration, nanofiltration, and free chlorine; and (3) oxidation (by chlorine dioxide), coagulation, microfiltration, granulated activated carbon, and free chlorine. Engineer Girouard reported that at its May 18, 2011 meeting, the Governance Committee endorsed alternative (2).

Engineer Girouard stated Kennedy/Jenks' updated outline of Tasks 7, 10, and 11, which included the three treatment process alternatives, explains the work to be performed with approval of its budget augmentation request of \$27,000. During discussion Secretary Yamaoka pointed out that the City of Hollister and the District are equally responsible for the original \$182,000 cost of the agreement with Kennedy/Jenks as well as this \$27,000 contract augmentation.

Upon motion made by Director Keck, seconded by Director Villalon, and unanimously carried, the Board approved the augmented budget on the Kennedy/Jenks contract for services for the Lessalt WTP DBP Reduction Project and to pay its 50% share of the \$27,000 cost.

5. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON PROPOSAL TO EXTEND CITY OF HOLLISTER WASTEWATER MAPPING SYSTEM TO INCLUDE THE SUNNYSLOPE WASTEWATER SYSTEM:

Engineer Girouard reviewed a copy of the District's wastewater system map. He noted that the District also has a joint water distribution map with the City that is being used by HDR for planning the two surface water treatment plants. Engineer Girouard reported that recently the Wallace Group completed a computerized wastewater collection system model for the City; that this digitized system incorporates San Benito County's GIS (Geographic Information Systems) aerial photos and the GIS contour information.

Engineer Girouard stated that staff recommends using the Wallace Group to develop a digitized map system for the District's wastewater system. He stated the cost is estimated at \$35,000 to \$40,000, and noted that the District could request a proposal with District specifications. Engineer Girouard discussed the advantages of using the same firm as the City and the advantages of having the District wastewater and water systems in digitized format. The printing of these maps would give field personnel accurate information on current customers, and an electronic map/model would allow modeling and accurate assessment of future impacts of large developments in the District.

In response to President Meraz' question about the project fees and what the difference was on the prices, Engineer Girouard explained that tasks related to the project are broken into three phases costing \$12,000, \$12,000, and \$9,000 respectively. In response to Director Keck's question about recouping the fees from developers, Engineer Girouard explained that fees could be incorporated into connection fees or assessed separately. He also discussed increased accuracy of measuring depths and other data, including cost savings that could result from use of a digitized system.

After discussion, it was the consensus of the Board that staff proceed by soliciting a complete proposal from Wallace Group and establish a reimbursement policy of how to get the money invested in this mapping system back from developers.

6. RECEIVE RESIGNATION ANNOUNCEMENT BY DIRECTOR DOUG KECK AND REVIEW STEPS TO FILL BOARD VACANCY:

Director Keck stated that he will be moving to France for a year and, therefore, will be submitting his resignation in a few months once his plans are confirmed. Secretary Yamaoka discussed the appointment process, which includes public announcements in newspapers and on the District's website. Candidates will submit resumes and be interviewed by the Board. The term of appointment is two years, subject to the Elections Code.

7. RECEIVE, DISCUSS, AND TAKE APPROPRIATE ACTION ON:

- 1. Application for Membership in Association of California Water Agencies (ACWA)**
- 2. Resolution #521, to Enter the Joint Protection Programs of ACWA Joint Powers Insurance Authority**
- 3. Application for Public Entity Certificate of Consent to Self Insure, including Resolution #522 Authorizing Application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self Insure Workers' Compensation Liabilities**
- 4. Joint Powers Agreement Creating the Association of California Water Agencies Joint Powers Insurance Authority**
- 5. JPIA Board of Directors - Member/Alternate**
- 6. For Information Purposes – ACWA Resource Handouts**

Cathy Buck explained that the Finance Committee met on June 3rd and is supporting the change in Workers' Compensation carriers from State Compensation Insurance Fund to

ACWA-JPIA. She spoke about the advantages of joining ACWA's JPIA and being a member of a self-insurance group. The change in carriers includes potential savings of \$17,292 in the cost of Workers Compensation insurance, even after the cost of ACWA membership dues.

1. **Application for Membership in Association of California Water Agencies**

(ACWA): Ms. Buck stated that ACWA dues are \$9,820 for the calendar year; and after prorating and applying a 50% discount, dues for the remainder of 2011 will cost \$2,455. In response to Director Keck's questions, Ms. Buck explained some of the benefits of an ACWA membership and noted an outline of member benefits on page 38 of the ACWA summary document.

Upon motion made by Director Anderson, seconded by Director Keck, and unanimously carried, the Board approved District membership in ACWA.

2. **Resolution #521, to Enter the Joint Protection Programs of ACWA Joint Powers Insurance Authority:** Ms. Buck explained that Resolution #521 is the consent to enter into the Joint Protection Programs offered by ACWA.

Upon motion made by Director Keck, seconded by Director Anderson, and unanimously carried, the Board adopted Resolution #521 electing to join the ACWA Workers' Compensation Program.

3. **Application for Public Entity Certificate of Consent to Self Insure, including Resolution #522 Authorizing Application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self Insure Workers' Compensation Liabilities:** Ms. Buck explained that this application to the State Department of Industrial Relations is required to become self-insured.

Upon motion made by Director Villalon, seconded by Director Clapham, and unanimously carried, the Board approved the application including adoption of Resolution #522 for a Certificate of Consent to Self Insure Workers' Compensation Liabilities.

4. **Joint Powers Agreement Creating the Association of California Water Agencies Joint Powers Insurance Authority:** Ms. Buck explained that this is the Joint Powers Agreement, agreed to by all entities in the self-insurance group.

Upon motion made by Director Villalon, seconded by Director Keck, and unanimously carried, the Board approved the Joint Powers Agreement Creating ACWA Joint Powers Insurance Authority as presented.

5. **JPIA Board of Directors - Member/Alternate:** President Meraz appointed Director Villalon to serve as District Representative on the ACWA Board of Directors, with himself as the alternate representative.

Upon motion made by Director Keck, seconded by Director Clapham, and unanimously carried the Board ratified the President's appointment.

6. **For Information Purposes – ACWA Resource Handouts:** Informational only; no action required.

I. BOARD AND STAFF COMMITTEE STATUS REPORTS:

1. **Water/Wastewater Committee:** Engineer Girouard reported the committee met with the subcommittee of the Governance Committee and discussed a water softener ordinance and issues related to the Lessalt and West Hills water treatment plants. Director Keck noted that issues discussed include future ownership, responsibility for operations, financing and cost sharing, and the possibility of forming a JPA or San Benito County Water District taking over water treatment. Secretary Yamaoka stated that there is a push to develop county-wide institutional agreements to be approved in September. The City requested that CH2MHILL prepare an equitable valuation of the Lessalt plant. Director Keck noted that the estimates for the entire water treatment project range from \$40 million to \$50 million, which does not include a \$12 million North County water project.
2. **Finance Committee:** Director Clapham reported that the Finance Committee met on June 3rd to review updates to the District budget. The committee requested a salary survey from agencies in the adjoining areas. The committee will meet again on June 14 at 4:00 p.m.
3. **Policy & Procedures Committee:** Director Anderson reported that the committee met on May 31 and determined that it will review policies two or three at a time and will present any recommended revisions to the Board over time. The committee is scheduled to meet again on June 14 at 9:00 a.m.
4. **Governance Committee:** Engineer Girouard noted that this item was covered in discussion of previous agenda items.
5. **Water Resources Association of San Benito County:** Director Anderson stated that the WRA has not met since her last report to the Board.
6. **Ridgemark Wastewater Treatment and Recycled Water Improvement Project:** Engineer Girouard reported that a Notice to Proceed was issued as well as a notice of a walk through for the environmental review. A newsletter was sent to Ridgemark customers and several customers called the office with questions.
7. **State Revolving Fund and Stimulus Package Financing:** Engineer Girouard reported that staff continues to respond to questions from the State for Venture Estates Mutual Water Company.
8. **Lessalt Water Treatment Plant:** Engineer Girouard reported that the Governance Committee is discussing treatment plant technologies and sizing.
9. **Water Related Projects:** No report.
10. **District Operation Summary, Statement of Income, and Investment Summary; Lessalt Water Treatment Agency Investment and Disbursement Summaries; District Maintenance, Meter Reading, and Groundwater Level Reports:** Cathy Buck reviewed the District Operations Summary for May and the Statement of Income for April. Director Clapham expressed that he would like to see an itemization of employees' gross pay including mandated District contributions and employee overtime.

During review of the Investment Summary Ms. Buck reported that the District's fund balance as of May 31 is \$1,779,994.60, which includes eleven months' earned interest totaling \$10,812.26.

The Board reviewed financial reports for the Lessalt Water Treatment Agency, including the May 11 to June 7, 2011 Disbursement Summary totaling \$49,368.27. The Lessalt

Water Treatment Agency Investment Summary ending May 31, 2011, reflects a fund total of \$1,819,971.98, which includes \$2,844.84 fiscal year-to-date (three months) interest earnings.

During review of the May Maintenance Staff Report, Jim Filice responded to questions from Board members about details regarding various items in the report. In response to Director Keck's question about the testing at the Fairview tanks after the PAX mixer was installed. Mr. Filice stated that the water tank mixer has been operating for three weeks and results for trihalomethane testing are expected soon. He spoke about vandalism at the Fairview tank that occurred on the evening of the high school graduation. In response to Director Villalon's question about the review conducted with employees of the Emergency Response plan, Jim Filice explained the District's emergency operation plan is documented and that he went through the plan, discussed possible scenarios, and answered questions. Also discussed the fact that each well has its own generator, one of which is set up to go on automatically in the event of a power failure. The emergency plan includes detailed instructions on how to start the generators. Secretary Yamaoka noted that all staff has been advised to record calls from the public during an emergency for the purpose of FEMA documentation.

Jim Filice reviewed the Meter Reading Report for the period April 15 to May 16, 2011, and noted intertie meter data indicates the City received 45.1% of Lessalt water during that period, while the District received 54.9%. The ending water balance shows that the City owes Sunnyslope 255.6 million gallons of water.

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

- J. ALLOWANCE OF CLAIMS:** The Board reviewed the District's Disbursement Summary for the period May 11 through June 7, 2011, and Cathy Buck answered several questions from Directors about listed items. Director Clapham asked why the employee checks do not reflect the gross payroll and Cathy Buck explained that the Disbursement Summary is a listing of the checks issued and paychecks issued to each employee are net; gross salary & wages minus all taxes and withholdings. Director Keck questioned the check #16280 issued to U.S. Bank Corporate Payment Systems as to effect the recent Senate action, reducing the fees collected from \$.42 to \$.12.would have on this vender. Cathy Buck explained this check was for the Districts credit card purchases and the Senate action he mentioned would not affect this vendor, but might affect our Merchant Services account because this is the fee we are charged for accepting credit card payments. Director Villalon questioned check #16246 to Ben Caputo Printing and Ms. Buck explained this was for printing and mailing our Consumer Confidence Report. Director Villalon also inquired about check #16237 to Nationwide Retirements Solutions and Ms. Buck explained this was for the Deferred Compensation money that is withheld from employee paychecks going into their 457(b) retirement accounts.

Upon motion made by Director Keck, seconded by Director Clapham, and unanimously carried 5-0, the Board approved the disbursements totaling \$414,990.47, which includes: \$411,175.24 for employee compensation and accounts payable; and \$3,815.23 for customer refunds and returned checks. Last check written as of June 6, 2011 was #16281.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
5/31/11	ACH 0161	EFTPS	-21,258.90
5/18/11	ACH 0162	RETURNED ACH - ACH Ret. 05-01 to 05-03	-554.48
5/20/11	ACH 0163	RETURNED CHECK - Ck. Ret. 05-01	-146.92
5/20/11	ACH 0164	RETURNED CHECK - Ck. Ret. 05-02	-155.00
5/25/11	ACH 0165	San Benito Bank	-508.86
5/24/11	ACH 0166	RETURNED CHECK - Ck. Ret. 05-03	-122.45

Date	Num	Name	Amount
5/25/11	ACH 0167	RETURNED CHECK - Ck. Ret. 05-04.	-160.00
6/3/11	ACH 0168	Merchant Services	-552.26
6/2/11	ACH 0169	Intuit, Inc.	-365.91
6/1/11	ACH 0170	RETURNED CHECK - Ck. Ret. 06-01	-1,500.00
6/3/11	ACH 0171	RETURNED CHECK - Ck. Ret. 06-02	-151.72
5/31/11	DD 0275	Alvarez, Abel	-4,207.81
5/31/11	DD 0276	Brill, Kelly L.	-4,346.73
5/31/11	DD 0277	Buck, Cathy L.	-6,505.49
5/31/11	DD 0278	Castro, Kevin G.	-4,297.17
5/31/11	DD 0279	Chavez, Jr., Manuel T.	-5,130.24
5/31/11	DD 0280	Eclarin, Ernesto P.	-4,302.85
5/31/11	DD 0281	Estrada, Thomas A.	-3,962.07
5/31/11	DD 0282	Filice, James L.	-7,521.73
5/31/11	DD 0283	Girouard, Kenneth R.	-6,354.24
5/31/11	DD 0284	Hagins, Patrick M.	-4,156.41
5/31/11	DD 0285	Imperatrice, Patrick L.	-5,589.08
5/31/11	DD 0286	Jackson, Patrick W.	-6,617.44
5/31/11	DD 0287	Norman, III, Walter R.	-5,039.37
5/31/11	DD 0288	Padilla, David	-4,746.80
5/31/11	DD 0289	Porteur, Carol A.	-3,588.09
5/31/11	DD 0290	Robson, Ann	-2,294.54
5/31/11	DD 0291	Watson, Scott A.	-3,582.24
5/31/11	DD 0292	Yamaoka, Bryan M.	-9,024.23
5/31/11	DD 0293	Zavala, Anabel G.	-4,031.69
5/31/11	DD 0294	Jackson, Norma	-325.66
6/7/11	DD 0295	Clapham, David G. (Dir. Dep.)	-200.00
6/7/11	DD 0296	Keck, Doug (Dir. Dep.)	-400.00
6/7/11	DD 0297	Meraz, David (Dir. Dep.)	-300.00
6/7/11	DD 0298	Villalon, Daniel (Dir. Dep.)	-300.00
6/7/11	DD 0299	Wiener-Smolka, Laura S. (Dir. Dep.)	-200.00
5/13/11	16200	Buck, Cathy L.	-57.75
5/17/11	16201	All Star Ready Mix, LLC	-779.69
5/17/11	16202	Auto Tech Service Center, Inc.	-149.05
5/17/11	16203	Bianchi Kasavan & Pope, LLP	-635.64
5/17/11	16204	Calif. Municipal Treasurers Association	-155.00
5/17/11	16205	Costco Wholesale	-100.00
5/17/11	16206	Hollister-Sunnyslope W. T. A.	-57,406.09
5/17/11	16207	Maine Society of CPA's	-225.00
5/17/11	16208	OnTrac	-42.00
5/17/11	16209	P G & E	-13.30
5/17/11	16210	Postal Graphics (was Post Net)	-19.00
5/17/11	16211	San Benito County Building & Planning	-1,453.74
5/17/11	16212	South Valley Internet, Inc.	-17.95
5/17/11	16213	Thomson West	-46.98
5/23/11	16214	A-1 Services	-373.00
5/23/11	16215	Auto Tech Service Center, Inc.	-92.57
5/23/11	16216	CM Analytical, Inc.	-5,710.00
5/23/11	16217	Gabilan Welding, Inc.	-32.48
5/23/11	16218	Kennedy/Jenks Consultants	-1,302.50
5/23/11	16219	Monterey Bay Systems	-2,166.14
5/23/11	16220	P G & E	-5,487.05
5/23/11	16221	Power Equipment Co.	-22.92
5/23/11	16222	Sierra Chemical Co.	-1,146.67
5/23/11	16223	State Water Resources Control Board-OOC	-715.00
5/23/11	16224	Toro Petroleum Corp.	-2,069.04
5/24/11	16225	Postmaster	-269.39
5/24/11	16226	ATLANTIC PACIFIC REAL ESTATE	-90.65
5/24/11	16227	BELLA MIA REAL ESTATE	-115.64
5/24/11	16228	ANDRES FERNANDEZ	-74.75
5/24/11	16229	CHRIS HEINRICH	-291.07
5/24/11	16230	ENRIQUE MEDELLIN	-15.96
5/24/11	16231	REAL HOME SERVICES & SOLUTIONS	-52.84
5/24/11	16232	MARIA TAMAYO	-48.47
5/24/11	16233	VILLA & SONS	-301.85
5/24/11	16234	HARRY WONG	-33.43
5/31/11	16235	Employment Dev. Dept. (EDD) DE88 Pmts.	-9,085.45

Date	Num	Name	Amount
5/31/11	16236	CalPERS - Retirement	-1,587.18
5/31/11	16237	Nationwide Retirements Solutions	-13,056.44
5/31/11	16238	BAC (Beneficial Administration Company)	-283.86
5/31/11	16239	CalPERS - Health Insurance	-14,222.37
5/31/11	16240	CalPERS - Retirement	-35,596.96
5/31/11	16241	Fort Dearborn Life Insurance Co.	-346.50
5/31/11	16242	Premier Access Insurance Co.	-2,991.49
5/31/11	16243	State Comp. Insurance Fund	-5,487.20
5/31/11	16244	American Water Works Association (AWWA)	-1,780.00
5/31/11	16245	AT&T	-258.63
5/31/11	16246	Ben Caputo Printing	-3,378.93
5/31/11	16247	CM Analytical, Inc.	-9,150.00
5/31/11	16248	Everbank Commercial Finance, Inc.	-257.85
5/31/11	16249	Hollister Auto Parts, Inc.	-27.36
5/31/11	16250	John Smith Landfill	-10.00
5/31/11	16251	Mc Master-Carr	-148.63
5/31/11	16252	Palace Art & Office Supply	-632.14
5/31/11	16253	Postal Graphics (was Post Net)	-10.11
5/31/11	16254	Postmaster	-1,757.33
5/31/11	16255	Power Equipment Co.	-20.03
5/31/11	16256	Quinn Company	-194.04
5/31/11	16257	Razzolink.com	-115.90
5/31/11	16258	San Benito County-Admin Office	-3,844.40
5/31/11	16259	San Benito County Water District	-68,070.00
5/31/11	16260	Shape, Inc.	-874.00
5/31/11	16261	Verizon Wireless	-319.71
5/31/11	16262	Wright Bros. Indust. Supply	-32.98
6/2/11	16263	Petty Cash	-64.35
6/2/11	16264	Postmaster	-91.40
6/3/11	16265	Postmaster	-471.55
6/6/11	16266	Ace Hardware (Johnson Lumber Co.)	-266.31
6/6/11	16267	Anderson, Dawn V.	-500.00
6/6/11	16268	Calcon System, Inc.	-1,202.55
6/6/11	16269	CM Analytical, Inc.	-14,528.75
6/6/11	16270	Coast Counties Glass	-20.00
6/6/11	16271	EBCO Pest Control	-55.00
6/6/11	16272	Groeniger & Company	-1,730.62
6/6/11	16273	Mc Donald Landscaping	-675.00
6/6/11	16274	Melissa Data Corp.	-1,847.84
6/6/11	16275	Mission Uniform Service	-889.33
6/6/11	16276	Palace Art & Office Supply	-207.65
6/6/11	16277	Postal Graphics (was Post Net)	-56.00
6/6/11	16278	Recology San Benito County	-114.27
6/6/11	16279	RMC Water and Environment	-13,870.95
6/6/11	16280	U.S. Bank Corporate Payment Systems	-689.52
6/6/11	16281	Wright Bros. Welding & Sheet Metal, Inc.	-156.90
Total Disbursements			<u>-414,990.47</u>

K. REPORTS

- 1. District Counsel:** No report.
- 2. District Engineer:** No report.
- 3. Finance & Human Resource Manager:** Cathy Buck reported that the Request for Proposals (RFP's) for Audit Services was mailed to eight (8) firms on June 1, with a deadline for replies of 4 p.m. on June 23. The proposals received will be reviewed by the Finance Committee.
- 4. General Manager:** No report.

L. FUTURE AGENDA ITEMS: A special Board meeting is scheduled for June 29, 2011 at 5:00 p.m. for the Public Hearing on the 2010 Hollister Area Urban Water Management Plan

update, dated February 2011.

M. ADJOURN: Upon motion made by President Anderson, seconded by Director Clapham, and unanimously carried, the meeting was adjourned at 7:20 p.m.

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

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