

**MINUTES
BOARD OF DIRECTORS
SUNNYSLOPE COUNTY WATER DISTRICT
Regular Meeting
March 17, 2015**

- A. CALL TO ORDER:** The meeting was called to order at 5:15 p.m. by President Hill, at the Sunnyslope County Water District office, 3570 Airline Highway, Hollister, California.
- B. ROLL CALL: Present:** President Kathleen Hill; Directors Michael Alcorn, Judi Johnson, and Dave Meraz; **Absent:** Director Danny Villalon.
- C. PLEDGE OF ALLEGIANCE:** Cathy Buck led Directors, staff, and public in the Pledge of Allegiance.
- D. APPROVAL OF AGENDA:** Upon motion made by Director Johnson, seconded by Director Meraz, and unanimously carried 4-0 (Director Villalon absent), the agenda was approved as presented.
- E. PUBLIC COMMENTS AND AUDIENCE INTRODUCTIONS:** The Board welcomed members of the public and opened the meeting to public comments regarding matters not itemized on the agenda. There were no comments.

Staff present for Open Session: General Manager/Secretary Don Ridenhour; Attorney Alex Lorca; Finance and Human Resource Manager/Stenographer Cathy Buck; Water/Wastewater Superintendent Jim Filice, and Assistant Engineer Rob Hillebrecht.

F. CONSENT AGENDA:

1. Approval of Minutes – for the Regular Meeting of February 17, 2015 and Special Meeting of February 24, 2015.
2. Allowance of Claims – to ratify disbursements for the period from February 10, 2015 through March 9, 2015, totaling \$647,410.71 which includes \$302,975.35 for payments to vendors and for employee compensation, \$342,862.28 paid to the City of Hollister for payments collected on their customer’s sewer billings net of our fees, and \$1,573.08, for customer refunds and deductions for checks returned for insufficient funds. The last check written as of March 9, 2015 was check #20607. The list of disbursements is as follows:

| <u>Date</u> | <u>Number</u> | <u>Name</u> | <u>Amount</u> |
|-------------|---------------|--------------------------------|---------------|
| 02/13/15 | ACH 0683 | EFTPS | -184.70 |
| 02/27/15 | ACH 0684 | EFTPS | -21,478.82 |
| 02/18/15 | ACH 0685 | RETURNED ACH (ACH Ret. 02-01) | -147.21 |
| 02/18/15 | ACH 0686 | RETURNED ACH (ACH Ret. 02-02) | -153.19 |
| 02/19/15 | ACH 0687 | RETURNED ACH (ACH Ret. 02-03) | -146.34 |
| 02/20/15 | ACH 0688 | RETURNED CHECK (Ck Ret. 02-01) | -197.00 |
| 02/24/15 | ACH 0689 | RETURNED CHECK (Ck Ret. 02-02) | -143.58 |
| 02/25/15 | ACH 0690 | RETURNED CHECK (Ck Ret. 02-03) | -200.00 |
| 03/03/15 | ACH 0691 | Merchant Services | -855.19 |
| 02/13/15 | DD 1299 | Alcorn, Michael H | -226.10 |
| 02/13/15 | DD 1300 | Johnson, Judi H | -183.70 |
| 02/13/15 | DD 1301 | Meraz, David E | -92.35 |
| 02/13/15 | DD 1302 | Villalon, Daniel | -159.70 |
| 02/27/15 | DD 1303 | Alvarez, Abel | -5,007.91 |
| 02/27/15 | DD 1304 | Brill, Kelly L. | -4,595.47 |

| <u>Date</u> | <u>Number</u> | <u>Name</u> | <u>Amount</u> |
|-------------|---------------|--|---------------|
| 02/27/15 | DD 1305 | Buck, Cathy L. | -6,453.21 |
| 02/27/15 | DD 1306 | Castro, Kevin G. | -5,141.66 |
| 02/27/15 | DD 1307 | Chavez, Jr., Manuel T. | -6,682.37 |
| 02/27/15 | DD 1308 | Eclarin, Ernesto P. | -5,247.68 |
| 02/27/15 | DD 1309 | Filice, James L. | -6,525.10 |
| 02/27/15 | DD 1310 | Hagins, Patrick M. | -5,099.11 |
| 02/27/15 | DD 1311 | Hillebrecht, Robert B | -3,528.97 |
| 02/27/15 | DD 1312 | Jackson, Patrick W. | -5,773.93 |
| 02/27/15 | DD 1313 | Malko, Kim A. | -2,695.51 |
| 02/27/15 | DD 1314 | Norman, III, Walter R. | -6,020.51 |
| 02/27/15 | DD 1315 | Padilla, David | -5,725.63 |
| 02/27/15 | DD 1316 | Porteur, Carol A. | -3,903.82 |
| 02/27/15 | DD 1317 | Quick, Troy E | -4,084.09 |
| 02/27/15 | DD 1318 | Ridenhour, Donald G | -9,796.40 |
| 02/27/15 | DD 1319 | Watson, Scott A. | -5,962.55 |
| 02/27/15 | DD 1320 | Zavala, Anabel G. | -4,153.01 |
| 02/13/15 | 20522 | Hill, Kathleen A | -163.70 |
| 02/17/15 | 20523 | Filice, James L. | -150.00 |
| 02/17/15 | 20524 | All Star Ready Mix, LLC | -470.16 |
| 02/17/15 | 20525 | B.W.S. Distributors, Inc. | -192.46 |
| 02/17/15 | 20526 | Bianchi Kasavan & Pope, LLP | -1,750.00 |
| 02/17/15 | 20527 | Calif. Clean Energy LLC | -2,476.16 |
| 02/17/15 | 20528 | City of Hollister-Finance Dept. | -342,862.28 |
| 02/17/15 | 20529 | CM Analytical, Inc. | -3,632.50 |
| 02/17/15 | 20530 | Hach Company | -363.71 |
| 02/17/15 | 20531 | Harper & Associates Engineering, Inc. | -1,930.00 |
| 02/17/15 | 20532 | Postal Graphics (was Post Net) | -34.35 |
| 02/17/15 | 20533 | Quest Diagnostics | -105.00 |
| 02/17/15 | 20534 | Ryan Herco Flow Solutions | -4,388.31 |
| 02/17/15 | 20535 | Shape Products | -146.73 |
| 02/17/15 | 20536 | Shape, Inc. | -6,571.35 |
| 02/17/15 | 20537 | Sierra Chemical Co. | -772.68 |
| 02/17/15 | 20538 | Toro Petroleum Corp. | -4,110.23 |
| 02/17/15 | 20539 | USA BlueBook | -569.09 |
| 02/23/15 | 20540 | A-1 Services | -403.00 |
| 02/23/15 | 20541 | Al's Septic Tank Service | -1,662.50 |
| 02/23/15 | 20542 | All Star Ready Mix, LLC | -272.60 |
| 02/23/15 | 20543 | B.W.S. Distributors, Inc. | -311.18 |
| 02/23/15 | 20544 | EBCO Pest Control | -55.00 |
| 02/23/15 | 20545 | NH3 Service Company | -966.00 |
| 02/23/15 | 20546 | Staples Advantage | -151.06 |
| 02/23/15 | 20547 | Xylem Water Solutions (Blower VFD @ RmkWWTP) | -9,170.21 |
| 02/24/15 | 20548 | Postmaster | -175.44 |
| 02/27/15 | 20549 | Employment Dev. Dept. (EDD) DE88 Pmts. | -8,135.87 |
| 02/27/15 | 20550 | CalPERS - Retirement | -1,036.00 |
| 02/27/15 | 20551 | CalPERS - Retirement | -600.10 |
| 02/27/15 | 20552 | Nationwide Retirements Solutions | -12,365.73 |
| 02/27/15 | 20553 | CalPERS - Health Insurance | -15,608.01 |
| 02/27/15 | 20554 | CalPERS - Retirement | -28,443.25 |
| 02/27/15 | 20555 | Dearborn National Life Insurance Company | -304.00 |
| 02/27/15 | 20556 | HealthSmart Benefit Solutions, Inc. (VSP) | -336.93 |
| 02/27/15 | 20557 | Premier Access Insurance Co. | -3,404.27 |
| 02/26/15 | 20558 | Petty Cash | -88.00 |
| 02/27/15 | 20559 | Postmaster | -1,938.24 |
| 03/02/15 | 20560 | LUIS CHAVOLLA | -150.00 |
| 03/02/15 | 20561 | KYLE COROTTO | -82.85 |
| 03/02/15 | 20562 | DAT N DOAN | -22.21 |
| 03/02/15 | 20563 | STUART & CAROL JAQUEZ | -31.85 |
| 03/02/15 | 20564 | MIGUEL MELCHOR | -67.12 |
| 03/02/15 | 20565 | MICHAEL SARGEANT | -81.73 |

| <u>Date</u> | <u>Number</u> | <u>Name</u> | <u>Amount</u> |
|----------------------------|---------------|---|---------------------------|
| 03/02/15 | 20566 | Ace Hardware (Johnson Lumber Co.) | -209.20 |
| 03/02/15 | 20567 | AT&T | -342.03 |
| 03/02/15 | 20568 | B.W.S. Distributors, Inc. | -591.51 |
| 03/02/15 | 20569 | Brenntag Pacific, Inc. | -1,717.61 |
| 03/02/15 | 20570 | Brigantino Irrigation | -105.43 |
| 03/02/15 | 20571 | CM Analytical, Inc. | -3,882.50 |
| 03/02/15 | 20572 | Corix Water Products | -4,152.13 |
| 03/02/15 | 20573 | De Lay & Laredo | -2,000.00 |
| 03/02/15 | 20574 | Green Rubber Kennedy Ag | -241.45 |
| 03/02/15 | 20575 | Hach Company | -181.91 |
| 03/02/15 | 20576 | Hollister Auto Parts, Inc. | -14.57 |
| 03/02/15 | 20577 | Mission Uniform Service | -709.54 |
| 03/02/15 | 20578 | NH3 Service Company | -1,058.00 |
| 03/02/15 | 20579 | O'Reilly Auto Parts | -48.97 |
| 03/02/15 | 20580 | Palace Business Solutions | -1,042.57 |
| 03/02/15 | 20581 | Quinn Company | -181.44 |
| 03/02/15 | 20582 | Razzolink.com | -209.85 |
| 03/02/15 | 20583 | Shape, Inc. | -7,358.47 |
| 03/02/15 | 20584 | Staples Advantage | -509.11 |
| 03/02/15 | 20585 | Stargazer Packaging | -157.83 |
| 03/02/15 | 20586 | Toro Petroleum Corp. | -840.56 |
| 03/02/15 | 20587 | Verizon Wireless | -378.80 |
| 03/09/15 | 20588 | Porteur, Carol A. | -32.39 |
| 03/09/15 | 20589 | KYLE TITUS | -150.00 |
| 03/09/15 | 20590 | Al's Septic Tank Service | -1,400.00 |
| 03/09/15 | 20591 | All Star Ready Mix, LLC | -218.50 |
| 03/09/15 | 20592 | AT&T | -276.70 |
| 03/09/15 | 20593 | Auto Tech Service Center, Inc. | -36.88 |
| 03/09/15 | 20594 | Bianchi Kasavan & Pope, LLP | -246.18 |
| 03/09/15 | 20595 | Everbank Commercial Finance, Inc. | -224.60 |
| 03/09/15 | 20596 | Ferguson Enterprises, Inc. | -1,109.75 |
| 03/09/15 | 20597 | Mark Nicholson, Inc. | -4,871.90 |
| 03/09/15 | 20598 | MBS Business Systems | -1,141.00 |
| 03/09/15 | 20599 | National Meter & Automation, Inc. | -4,996.60 |
| 03/09/15 | 20600 | New SV Media, Inc. (was So Valley Newspaper) | -402.75 |
| 03/09/15 | 20601 | P G & E | -15,326.45 |
| 03/09/15 | 20602 | Postmaster | -56.00 |
| 03/09/15 | 20603 | Recology San Benito County | -126.03 |
| 03/09/15 | 20604 | San Benito County-Admin Office (Ann Maint Fee-GIS Proj) | -13,631.00 |
| 03/09/15 | 20605 | San Benito County Water District | -21.25 |
| 03/09/15 | 20606 | South Valley Internet, Inc. | -20.45 |
| 03/09/15 | 20607 | Wright Bros. Indust. Supply | -72.13 |
| Total Disbursements | | | <u>-647,410.71</u> |

3. Consider Declaring a 1999 GMC Truck Surplus and Authorize the General Manager to sell the Vehicle.

Regarding the Allowance of Claims, Director Meraz asked about the two checks to Shape, Inc., #20536 & #20583, which General Manager/Secretary Ridenhour responded were for the replacement pumps for the Ridgemark II lift station and the Paullus Drive lift station, purchases previously authorized by the Board. Director Johnson asked about several checks, including: the Ryan Herco Flow Solutions check #20534, which Mr. Filice responded is a new vendor and we purchased solenoid valves for the SBR unit and Lessalt treatment plant; the two checks to Al's Septic Tank Service, #20541 & #20590, which Mr. Filice responded were for removing the pond scum at the SBR sludge ponds and cleaning the sewer line at Paullus Drive; the Brenntag Pacific, Inc. check #20569, which Mr. Filice responded was for bleach and other chemicals used at the Lessalt Water Treatment Plant; the National Meter &

Automation check #20599, which Mr. Ridenhour responded was for replacement meters and ERTS as part of our ongoing maintenance plan; and the San Benito County-Admin Office check #20604, which Mr. Ridenhour responded is the District's 10.4% share of the total 2014-15 fiscal year cost. He added that the Sunnyslope pays the same percent share as the City of Hollister and San Benito County Water District, with San Juan Bautista participating at a lower percentage. We will be asking the County for a report of actual costs on this project.

Regarding the 1999 GMC Truck, Director Johnson asked about how the estimated sales value was derived. Mr. Ridenhour responded that he checked several sources including Kelly Blue Book, which showed a good condition value of \$3,500, but since our truck is in less than good condition, he was estimating a lower dollar value of \$2,000 for the probable sales price.

Upon motion made by Director Johnson, seconded by Director Alcorn, and unanimously carried 4-0 (Director Villalon absent), the consent agenda was approved as presented.

G. NEW BUSINESS:

1. PUBLIC HEARING – CONSIDER APPROVAL OF ORDINANCE NO. 80 TRANSFERRING ALL INTEREST IN ASSESSOR'S PARCEL NUMBER 021-060-006 AND PROVIDING AN EASEMENT OVER ASSESSOR'S PARCEL NUMBER 021-006-007 TO THE SAN BENITO COUNTY WATER DISTRICT FOR THE CONSTRUCTION OF THE WEST HILLS WATER TREATMENT PLANT: General Manager/Secretary Ridenhour explained that on June 12, 2013, the Board approved the Water Supply and Treatment Agreement (WSTA) between the City of Hollister (City), San Benito County Water District (SBCWD), and Sunnyslope County Water District (SSCWD), and this agreement specifies the terms and conditions of financing, building, operating, and delivering treated water to the City and SSCWD. The terms of the WSTA require the transfer of property to the SBCWD for the construction of the West Hills Water Treatment Plant. The proposed Ordinance and conveyance agreement accomplish this transfer and are critical so that construction can begin in the summer of 2015.

SSCWD purchased APNs 021-060-006 (14.73 acres) & 021-060-007 (18.06 acres) in partnership with the City for the future construction of a water treatment plant in 1998 and 1999 respectively. As part of the Hollister Urban Water Project, the West Hills Water Treatment Plant is planned to be constructed on APN 021-060-006. In addition, an access and pipeline easement is required across the north east corner of APN 021-060-007. Ordinance No. 80 transfers all SSCWD's interest and ownership of APN 021-060-006 to the SBCWD. The City considered and approved the execution of the required documents to transfer their 50% ownership of the property to SBCWD at their Council Meeting on March 16, 2015. Future documents will be prepared specifying the easement locations over APN 021-060-007.

Mr. Ridenhour stated that the past management of the SSCWD and the City should be given credit for selection and purchase of this site, since it is the best location for the new West Hills plant. Bidding for the West Hills Water Treatment Plant is expected to begin in April, and the project is expected to be awarded and construction to begin in July 2015. The project construction is expected to take approximately two years, with completion in the summer of 2017.

Upon motion made by Director Meraz, seconded by Director Alcorn, and unanimously carried 4-0 (Director Villalon absent), the Board approved Ordinance No. 80 transferring

all interest in Assessor's Parcel Number 021-060-006 and providing and easement over Assessor's Parcel Number 021-060-007 to the San Benito County Water District for construction of the West Hills Water Treatment Plant.

2. **DISCUSS AND ADOPT NEW CUSTOMER DEPOSITS POLICY, NO. 8450 AND AUTHORIZE EXECUTING MASTER AGREEMENT FOR CONSUMER REPORTING WITH TRANSUNION:** Finance and Human Resources Manager Cathy Buck stated that at the District's February Board meeting, when the Board adopted Resolution No. 536, it was acknowledged that the a new Deposit Policy would need to be developed to give guidance to staff for options on collection of this substantially increased deposit (which is based on an average customer's 2-month bill), and bring the policy back to the Board for approval. Resolution No. 536 increased the deposit required to establish and/or re-establish credit for service from \$150 to \$400 for Sunnyslope water & sewer customers, and from \$150 to \$300 for Sunnyslope water and City of Hollister sewer customers.

Ms. Buck stated that she incorporated all of the suggestions she received on how to ease the burden of implementation for customers, including the District running a credit report on customers to establish good credit when they have no credit history with the District. Ms. Buck was able to make a connection with TransUnion, who can provide the credit reports to staff. TransUnion charges a one-time setup fee of \$225, a monthly basic service fee of \$50, and a basic credit report should cost the District \$4 per report, some additional minor fees may apply in a few instances.

The draft policy was reviewed with the Policy & Procedures Committee on March 10th and the Committee supports the policy and recommends adoption by the full Board.

Director Alcorn expressed concern that the \$50 credit application fee may turn out to be too high. Ms. Buck explained that the fee will need to cover TransUnion's \$50 per month fee and the cost of each credit report requested, plus the cost of staff labor to take and process applications. She discussed our experience with the Administrative Collection Fee that was first implemented in 2007 at \$20 per door hanger or past due letter, and when it was generating more revenue than what was needed to covered our costs, we brought the fee amount back to the Board for a downward adjustment to \$10. She assured the Board that we would do the same with this fee, and if it turns out to be too high, we will bring it back to the Board. She explained that we just won't really know until the policy and fee have been in place for 3 to 6 months.

Upon motion made by Director Johnson, seconded by Director Alcorn, and unanimously carried 4-0 (Director Villalon absent), the Board adopted the new Customer Deposits Policy No. 8450 and authorized executing a Master Agreement for consumer reporting with TransUnion.

3. **CONSIDER AUTHORIZING BOARD MEMBERS AND GENERAL MANAGER TO ATTEND THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) CONFERENCE AND THE ACWA/JOINT POWERS INSURANCE AUTHORITY (JPIA) MEETING MAY 4 – 8, 2015 IN SACRAMENTO, CALIFORNIA:** General Manager/Secretary Ridenhour stated that the ACWA Spring Conference is being held in Sacramento from May 4th through May 8th. On Monday, May 4th, the ACWA/JPIA has a day of meetings and activities including a Board Meeting that our representative attends (due to our membership in the JPIA for our Workers' Compensation insurance program) and there is no fee to attend the JPIA's Board meeting. Director Alcorn is the District's JPIA representative (with Director Villalon as the alternate).

Mr. Ridenhour stated that pre-registration before April 10th for the full conference including meals most days is \$695 per person. He explained that the cost will vary depending on how many attend, which days they attend, what meals are selected, and whether some or all attendees carpool. The total expenditure for attending the conference is approximately \$2,020 per person including registration, mileage reimbursement, and meals for four days and four nights. The last day to make hotel reservations at the conference rate is April 13th and the last day to receive the early registration discount is April 10th.

After discussion, General Manager Ridenhour stated he plans to attend the conference, and Directors Johnson, Hill, and Alcorn also indicated they would be attending some portion or all of the conference. Director Hill commented that Director Villalon expressed interest in attending the JPIA Meeting on Monday May 4th and the ACWA Conference on Tuesday May 5th. Director Meraz commented he is not planning to attend at this time.

Upon motion by Director Johnson to authorize attendance at the ACWA conference and JPIA meetings by any or all Board members who choose to attend and the General Manager, seconded by Director Alcorn, and unanimously carried 4-0 (Director Villalon absent), the motion passed.

H. BOARD COMMITTEE and STATUS REPORTS

- 1. Governance Committee:** General Manager/Secretary Ridenhour reported no meeting this month and that a meeting is tentatively planned for April, date to be determined.
- 2. Water/Wastewater Committee:** General Manager/Secretary Ridenhour reported the committee met on March 2nd to receive updates on the West Hills Water Treatment Plant, open house at the Lessalt Water Treatment Plant, tank rehabilitation project, Verizon Wireless antenna at the Fairview tank, Ridgemark WWTP blower repair, and the water main leak at the Ridgemark tanks. Mr. Ridenhour went into more detail explaining that the West Hills WTP construction is scheduled to start in July, and that the current Hollister Urban Area Water Project cost estimate exceeds the \$30 million SBCWD is financing by \$3 million, so additional financing options are being evaluated for the excess. The transfer of the construction site property was on tonight's agenda, item G-1. The Open House planned for unveiling the upgraded Lessalt plant to the public is scheduled for April 18th from 11 a.m. until 1 p.m. Verizon is still working on resolving some issues before they can locate an antenna at our Fairview tank site. And, at the Ridgemark Wastewater Treatment Plant, two of the repaired blowers have been re-installed and we have modified how they are operating so they run 24 hours per day, 7 days a week, but not at full speed. The blowers go into idle mode when not needed. This should reduce the stress on the equipment from having to repeatedly stop and start.
- 3. Finance Committee:** General Manager/Secretary Ridenhour reported no meeting.
- 4. Policy and Procedure Committee:** General Manager/Secretary Ridenhour reported the committee met on March 10th to discuss the draft Customer Deposit Policy, discussed earlier as agenda item G-2.
- 5. Personnel Committee:** General Manager/Secretary Ridenhour reported no meeting.
- 6. Water Resources Association of San Benito County (WRA):** Director Johnson reported no meeting was held this month, but the next meeting is scheduled for April 2nd

at 4 p.m.

- 7. Operation Summary, Statement of Income, Investment Summary, Maintenance, City Meter Reading, and Groundwater Level Measurement Reports:** Finance and Human Resource Manager Cathy Buck reported that she has prepared her monthly written narrative report on the Operations Summary (thru February 28, 2015), Statement of Income (thru January 31, 2015), and Investment Summary (thru February 28, 2015). There were no questions. She commented that the cash balance in the checking account is still adequate, even after transferring \$300,000 to LAIF in February.

The District's Investment Summary report reflects the total cash balance as of February 28, 2015 of \$8,169,373.14, which includes eight-months earned interest totaling \$10,259.48.

Water/Wastewater Superintendent Jim Filice reviewed the February 2015, Maintenance Staff Report and pointed out #9 regarding the noise complaint investigation at the middle zone pumps. He explained that they built some sound-deadening boxes around the pumps and successfully reduced the noise being carried to surrounding homes. Mr. Filice will continue to follow up. Director Johnson complimented staff for their immediate response to the complaint.

Review of the Meter Reading Report for the period January 15, 2014 to February 11, 2015, reflects the intertie meter data indicates the City received 38.6% of Lessalt water, while the District received 61.4%. Mr. Filice stated the City owes us a little less water.

Water/Wastewater Superintendent Jim Filice reviewed the groundwater level report and noted the water levels are holding steady. General Manager/Secretary Ridenhour noted that over time, they have gone down slightly. Director Johnson noted that some agencies are restricting watering to 2 days per week and asked if we are going to be asking for additional conservation measures from our customers. General Manager/Secretary Ridenhour responded that it is likely we will be looking at it again in the near future, but that so far customers voluntary water conservation has been adequate.

- 8. Active Tasks Update:** General Manager/Secretary Ridenhour discussed the status of the 2015 water supply for CVP project water, and noted that this year M&I water allocations have been reduced to 25% (was 50% last year), which is the lowest it has ever been. Ag (agricultural) use is again allocated to be 0%. The result is that Lessalt WTP will be allocated approximately 1,700 acre feet, and will reduce the production from 2MGD to 1.5 MGD in 2015. Mr. Ridenhour reported that on March 10th he spoke to the Ridgemark Homeowners Association meeting of greater than 100 homeowners regarding discontinuance of use of water softeners. He was very happy with the positive response and also noted that door hangers are currently being delivered in the Ridgemark, Oak Creek and Quail Hollow developments, and that Shawn is already getting calls as a result. Mr. Ridenhour also reported on the progress of the Lynn Hilden water service dispute, noting that Mr. Hilden has now requested discontinuance of his water service due to drilling his own well. Mr. Hilden has also indicated that he plans to install his own septic system, which Mr. Ridenhour noted is against District Code and we would be opposed to letting that happen.

I. BOARD and STAFF REPORTS

- 1. Directors:** Director Johnson reported that she submitted a written report on the Ethics Training received in February, and that she appreciated the refresher.

2. District Counsel: Attorney Lorca indicated he has no updates to report.

3. Finance and Human Resource Manager: No report.

4. General Manager: General Manager/Secretary Ridenhour reported that Director Villalon requested the license plate # from anyone who plans to attend the ACWA Region 5 Program and Tour and wishes to park as his guest in the Adobe parking lot. He also noted that he will be a speaker on Monday for one of the sessions. Finally, Mr. Ridenhour reported that he will be on vacation from April 23rd until May 1st.

J. FUTURE AGENDA ITEMS: General Manager/Secretary Ridenhour reported he will bring back a water conservation plan for the stages of drought, and authorization to purchase a replacement truck.

K. ADJOURNMENT: Upon motion made by Director Johnson, the meeting was adjourned at 6:49 p.m.

APPROVED BY THE BOARD: s/ Kathleen A. Hill
Kathleen A. Hill, President

RESPECTFULLY SUBMITTED: s/ Donald G. Ridenhour
Donald G. Ridenhour, Secretary