



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

NOVEMBER 16, 2021

Regular Board Meeting - 5:15PM

Closed Session to precede the Regular Session – 4:30PM

AS AUTHORIZED BY THE STATE OF CALIFORNIA EXECUTIVE ORDER N-08-21 THE SSCWD UNANIMOUSLY APPROVED THE USE OF VIRTUAL MEETING ACCESS THROUGH NOVEMBER 5th, 2021. PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:

ZOOM MEETING ACCESS LINK

<https://zoom.us/j/94351443777?pwd=bjVleGdCQVhQa1dSWldhNmt4SDIUdz09>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 900-9128 and when prompted enter Meeting ID: 943 5144 3777

Passcode: 130559

COVID PROTECTION GUIDELINES

Per the San Benito County meeting guidelines all attendees must comply and wear a face covering if not fully vaccinated. If providing proof of vaccination attendees will not need to wear a face covering. Virtual meeting access will continue to be provided until further determined by the District Board; All attendees must comply with any other rules of procedures/instructions announced by the Board of Directors or as directed by Staff. The meeting will be available through Zoom for those who wish to join remotely. Anyone requiring accommodations may contact the Main Office at (831) 637-4670 a minimum of 24 hrs prior to the start of the meeting.

Mission Statement:

“Our Mission is to provide safe, reliable, and high-quality water and wastewater services to our customers and all future generations in an environmentally and financially responsible manner.”

A. CALL TO ORDER - ROLL CALL

President Buzzetta_____, Vice-President Parker_____

Director Brown_____, Director Alcorn_____, and Ed Mauro _____.

- B. PUBLIC COMMENT ON CLOSED SESSION MATTERS** – Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of three minutes per speaker.

CLOSED SESSION

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

1. Conference with Legal Counsel – Pending Litigation (§ 54956.9):

- a. *County of San Benito vs. SSCWD*, San Benito County Superior Court Case No. CU-20-00068

2. Public Employee Performance Review (§ 54957) – Title: General Manager

REGULAR SESSION

D. PLEDGE OF ALLEGIANCE

E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION

- F. APPROVAL OF AGENDA** – Any requests to postpone consideration of an agenda item or move an item forward on the agenda will be considered at this time.

- G. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS** – The public may comment¹ on any District business, not on the agenda, with a time limit of three minutes per speaker. No actions may be taken by the Board during the public comment period.

- H. CONSENT AGENDA** – Members of the Board and/or members of the public may pull matters from the Consent Agenda. Any matter pulled from the Consent Agenda requiring action shall be moved to New Business and treated as a matter of new business, or for matters needing clarification shall be moved to Staff Reports and addressed by the respective staff. The public may address the Board² on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approve Minutes of the Regular Board Meeting of October 19, 2021. (page 1)
 2. Receive and Accept Allowance of Claims for Disbursements from October 1, 2021 through October 31, 2021. (page 7)
 3. Receive and Accept Associate Engineer Monthly Status Report. (N/A)
 4. Receive and Accept Finance Manager Monthly Status Reports:
 - a) Narrative Report (page 11)
 - b) Operation Summary (page 17)
 - c) Statement of Income (page 19)
 - d) Investment Summary (page 21)
 - e) Board Designated Reserves. (page 22)
 5. Receive and Accept Superintendent Monthly Status Reports:
 - a) Maintenance (page 23)
 - b) City Meter Reading (page 28)
 - c) Groundwater Level Measurement (page 29)
 6. Receive and Accept General Manager Monthly Status Report (page 30)
 7. Approval of Resolution #563 of the Board of Directors of the Sunnyslope County Water District – Hollister California Proclaiming a Local Emergency, Ratifying the State of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of all District Legislative Bodies for the Following 30 Days in Accord with the Ralph M. Brown Act (Not a project under CEQA per Article 20, Section 15378) (page 31)
- I. NEW BUSINESS** – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board² on these items as the Board reviews each item when directed to do so.
1. Authorize the General Manager to Purchase a PipeHunter Jetter Trailer from Municipal Maintenance Equipment Inc. for a Cost Not to Exceed \$75,000 and to surplus and auction the 1999 O'Brian 700 Series Water Jetter. (Not a project as defined by the California Environmental Quality Act per Article 20, Section 15378) (page 36)
 2. Authorize the General Manager to Purchase the Temetra Network Solution from Meter, Valve & Control for a Cost Not to Exceed \$30,000 and Replace the Outdated Meter Reading Software. (Not a project as defined by the California Environmental Quality Act per Article 20, Section 15378) (page 38)

3. Take Appropriate Action to Update Signature Cards for the District's Heritage Bank of Commerce Bank Accounts. (Not a project as defined by the California Environmental Quality Act per Article 20, Section 15378) (page 41)
4. Receive Update on the Fairview Corners Development and the Gavilan College Campus Project and Provide the General Manager with Direction Regarding Sewer Service Request by Dividend Homes Inc. (page 43)
5. Consider Approval and Authorize the President to Sign an Agreement for Water and Sewer Facilities and Service for the Vista del Calabria Development (Certified MND) (page 47)

J. STATUS REPORTS

1. Governance Committee – (Next meeting January 12th, 2022, time TBD)
2. Water / Wastewater Committee – (Meeting held November 2, Updates provided on exiting development progress and updates given regarding approved development agreements)
3. Finance Committee – (No meeting)
4. Policy and Procedure Committee – (No meeting)
5. Personnel Committee – (No meeting)
6. Water Resources Association of San Benito County – (No meeting, Next meeting – December 2nd, 2021 @ 4:00 PM)

K. BOARD and STAFF REPORTS

1. Directors
2. District Counsel
3. General Manager – COVID 19 Update (Oral Report)

L. FUTURE AGENDA ITEMS

1. Reserve Policy Update – Special Meeting December 7th, 2021
2. Investment Policy Adoption – Special Meeting December 7th, 2021
3. General Manager annual review December 21, 2021

M. ADJOURNMENT

Upon request, Sunnyslope County Water District (SCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, languages or disability-related modification or accommodation, including auxiliary aids or services, to enable all individuals to participate in public meetings. SCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.

Next Regular Board Meeting – December 21, 2021 @ 5:15 p.m., District Office

AGENDA DEADLINE: December 14, 2021 @ 12:00 p.m.

Future Scheduled Committee Meetings

Finance Committee – November 18th, 2021 @ 1pm

Policy and Procedures – November 22nd, 2021 @ 3pm

¹ The person speaking is requested to fill out a speaker card stating items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. A limit of three (3) minutes per speaker is requested to allow others an opportunity to comment. Board members may ask questions of the speaker, but no action may be taken and no discussion may be held on non-agenized items raised by the public. The General Manager may refer the matter to the proper personnel for review.

² The person speaking is requested to fill out a speaker card stating their name, address, and items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. Please limit your comment to three (3) minutes. Please step up to and speak at the podium.