# SWEETWATER SPRINGS WATER DISTRICT

## BOARD OF DIRECTORS MEETING

# MINUTES*

## (*In order discussed)

Board of Directors Meeting
November 1, 2018
6:30 p.m.

| | |
|---|---|
| **Board Members Present:** | Tim Lipinski<br>Gaylord Schaap<br>Sukey Robb-Wilder<br>Pip Marquez de la Plata |
| **Board Members Absent:** | Rich Holmer |
| **Staff in Attendance:** | Steve Mack, General Manager<br>Julie A. Kenny, Acting Secretary to the Board |
| **Others in Attendance:** | Robin Donoghue, Legal Counsel<br>Lynda Hopkins, Sonoma County Supervisor<br>Misty Arias<br>Bert Whitaker, County of Sonoma<br>Michael Celentano, CPA (by phone) |

## I. CALL TO ORDER (6:33 p.m.)

The properly agendized meeting was called to Order by President Marquez de la Plata at 6:33 p.m.

## II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:34 p.m.)

The GM announced that Item V-A (FY 2017-18 Audit items of interest) would be a time-certain item scheduled at 7:15 pm.

## III. CONSENT CALENDAR (6:35 p.m.)

Director Marquez de la Plata reviewed the items on the Consent Calendar. Director Robb-Wilder moved to approve the items on the Consent Calendar. Director Lipinski seconded. Motion carried 4-0. The following items were approved:

A. Approval of the Minutes of the October 4, 2018 Board Meeting and the October 24, 2018 Special Board Meeting

B. Approval of Operations Warrants/Online payments/EFT payments

C. Receipt of Item(s) of Correspondence

(1) Letter dated October 8, 2018 from California Department of Water Resources re 2017 Validated Water Loss Audit Report

## IV. PUBLIC COMMENT (6:34 p.m.)

Public comment was made by County Supervisor Lynda Hopkins regarding the Monte Rio Trails Project
Public comment was made by Bert Whitaker re same.
Public comment was made by Misty Arias re same.
Comments were made by District Legal Counsel Robin Donoghue.
Board questions ensued. Further public comment was made by Lynda Hopkins, Bert Whitaker and Misty Arias.

## V. ADMINISTRATIVE (6:52 p.m.)*

**in the order discussed*

**V-B. (6:52 p.m.) Discussion/Action re FY 2018-19 1st Quarter Actual vs. Budgeted Operating and Capital Expenditures and County Balances.** The GM provided an overview of this item. Board questions and discussion ensued. No action was taken.

**V-C. (7 p.m.) Discussion/Action re: Resolution 18-15, Authorizing the General Manager to Accept the Fiscal Year 2018 Capital Improvement Project, and to Sign and Record a Notice of Completion.** The GM provided an overview of this item. Director Robb-Wilder moved to approve Resolution 18-15, Authorizing the General Manager to Accept the Fiscal Year 2018 Capital Improvement Project, and to Sign and Record a Notice of Completion. Director Marquez de la Plata seconded. Discussion ensued. Comments were made by Legal Counsel Robin Donoghue. Motion carried 4-0.

**V-A (7:15 p.m.) Discussion/Action re Items of Interest on the FY 2017-18 District Financial Audit.** Administrative Manager Julie Kenny introduced this item. District Auditor Michael Celentano, CPA, provided an overview of the FY 2017-18 Draft financial statements. Board questions and discussion with Mr. Celentano ensued. No formal action was taken.

## VI. GENERAL MANAGER'S REPORT (7:45 p.m.)

The GM provided a report on the following items:

1. Water production and sales
2. Leaks
3. Russian River Flow
4. River Lane property sale
5. Monte Rio Trails Project
6. 2018 CIP
7. Guernewood Park Resort
8. In-House Construction Projects
9. District Wildfire Preparations
10. Gantt Chart

Brief discussion ensued.

## VIII. CLOSED SESSION (8:05 p.m.)

At 8:05 p.m. President Marquez de la Plata announced the items for discussion in Closed Session.

*** At 8:07 p.m. the Board took a brief recess. The meeting reconvened at 8:12 p.m.*
At 8:13 p.m. the Board went into Closed Session. At 8:55 p.m. the meeting reconvened and the following action was announced:

**A.** **Conference with Labor Negotiator (pursuant to Gov. Code Section 54957.6):**
**District negotiator: Steve Mack**
**Employee Organization: Stationary Engineers Local 39**
Direction was given to staff.

**B.** **Pursuant to Gov. Code Section 54957 - Public Employment: General Manager**
Direction was given to staff.

## VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS (8:56 p.m.)

1. Director Robb-Wilder announced that she would be gone December 12-29, 2018.
2. Director Marquez de la Plata requested Board member share phone numbers.

## IX. ITEMS FOR THE NEXT AGENDA (8:41 p.m.)

1. CIP 2018 Notice of Completion and Bond Closing
2. Board Elections
3. FY 2017-18 Final Audit Report

## ADJOURN

The meeting adjourned at 8:59 p.m.

Respectfully submitted,

Julie A. Kenny
Clerk to the Board of Directors

APPROVED:

Gaylord Schaap: _____
Sukey Robb-Wilder: _____
Tim Lipinski: _____
Richard Holmer _____
Pip Marquez de la Plata _____