SWEETWATER SPRINGS WATER DISTRICT

BOARD OF DIRECTORS MEETING

MINUTES*

(*In order discussed)

Board of Directors Meeting
Regular Meeting
November 5, 2009
6:30 p.m.

Board Members Present:	Victoria Wikle Wanda Smith Sukey Robb-Wilder Jim Quigley Gaylord Schaap
Board Members Absent:	
Staff in Attendance:	Steve Mack, General Manager Julie A. Kenny, Secretary to the Board
Others in Attendance:	Lloyd Guccione

I. CALL TO ORDER

The properly agendized meeting was called to Order by President Victoria Wikle at 6:30 p.m.

II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:31 p.m.)

President Wikle reported that Closed Session items would be pulled from the Agenda because there was nothing to report.

III. CONSENT CALENDAR (6:33 p.m.)

Director Schaap corrected the minutes of the October 1, 2009 meeting to reflect that he was in attendance for part of the meeting. Public comment was made by Lloyd Guccione. Director Smith moved to approve the items on the Consent Calendar, including the Minutes as corrected. Director Quigley seconded. Motion carried 5-0. The following items were approved:

A. Approval of the Minutes of the October 1, 2009 Board Meeting

B. Approval of Operations Warrants/Online payments/EFT payments/Construction Warrants, and West America account activity

C. Receipt of Item(s) of Correspondence: *(There was no correspondence.)*

IV. PUBLIC COMMENT (6:37 p.m.)

Public comment was made by Lloyd Guccione.

V. ADMINISTRATIVE (6:39 p.m.)

A. **(6:39 p.m.) Discussion/Action re Resolution 09-25, Authorizing the General Manager to Accept Capital Improvement Project, Phase IV_A, Project 2 (Water Main Replacement in the Monte Rio Terraces), and to Sign and Record a Notice of Completion.** The GM provided an overview of this item. Brief discussion ensued. Director Robb-Wilder moved to approve Resolution 09-25, Authorizing the General Manager to Accept Capital Improvement Project, Phase IV-A, Project 2, and to Sign and Record a Notice of Completion. Director Schaap seconded. Motion carried 5-0.

B. **(6:44 p.m.) Discussion/Action re Status report on application for FY 2009-10 and FY 2010-11 funding from the Russian River Redevelopment Oversight Committee/Sonoma County Redevelopment Agency for CIP IV-B.** The GM provided a brief status report. Board questions ensued. Public comment was made by Lloyd Guccione. Board discussion ensued. This item was placed on the December Agenda.

C. **(6:54 p.m.) Discussion/Action re Introduction by Reading of Title of Ordinance 41, Adding Policy Number 3510 to the District's Policies & Procedures, Reserve Policy.** The GM provided an overview of this item and made a PowerPoint presentation. Board discussion ensued. Director Robb-Wilder initially made a motion to introduce by reading of title only of Ordinance 14 with certain amendments, but retracted her motion. Further discussion ensued. Director Wilder moved to introduce by reading of title only Ordinance 41, Adding Policy Number 3510 to the District's Policy and Procedures, Reserve Policy, with the following amendments:

(1) In Section 3510.21 delete the word "$200,000" and replace it with "15% of annual operating budget expenses"; and

(2) In Section 3510.23, delete the second sentence, "The Board may increase the Capital Reserve…."

Director Smith seconded. Discussion ensued. Motion carried 5-0.

D. **(7:52 p.m.) Discussion/Action re Resolution 09-26, Adopting the California Standardized Emergency Management System (SEMS), Master Mutual Aid Agreement, and Operational Area Agreements; and Resolution 09-27, Adopting the National Incident Management System (NIMS).** The GM provided an overview of this item. Public comment was made by Lloyd Guccione. Board discussion ensued. Director Schaap moved to approve Resolution 09-26, Adopting the California Standardized Emergency Management System, Master Mutual Aid Agreement, and Operational Area Concepts; and Resolution 09-27, Adopting the National Incident Management System (NIMS).

E. **(8:02 p.m.) Discussion re Actual vs. Budgeted expenditures (1st Quarter, FY 2009-10, Operations and Capital).** The GM provided an overview of this item. Public comment was made by Lloyd Guccione.

F. **(8:10 p.m.) Discussion/Action re Recommendations regarding District Policies.** The GM provided an overview of this item. Board questions ensued. Public comment was made by Lloyd Guccione. Board discussion ensued. *Direction was given to staff to prepare a report on a proposed ordinance to change water rates by resolution and not ordinance.*

VI. GENERAL MANAGER'S REPORT (8:30 p.m.)

The GM provided an overview and answered Board questions on the following subjects:

1. Laboratory testing
2. Water production and sales
3. Leaks
4. Capital improvement projects/road paving
5. Rainfall
6. Russian River Water Shortage
7. Russian River Instream Flow and Restoration, Public Policy Facilitation Committee Meeting, October 29, 2009

Public comment was made by Lloyd Guccione.

VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS (8:47 p.m.)

Director Robb-Wilder announced upcoming District-related webinars.

VIII. CLOSED SESSION (8:48 p.m.)

(The Closed Session items were pulled from the Agenda at the beginning of the meeting. See, Item II. above.)

IX. ITEMS FOR THE NEXT AGENDA (8:48 p.m.)

1. Reserve policy ordinance
2. RRROC/Sonoma County Redevelopment application
3. Staff report on proposed policy regarding method of approving rates
4. Discussion on causes of water loss and unknown leaks
5. District elections
6. District assets discussion

ADJOURN

The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Julie A. Kenny
Clerk to the Board of Directors

APPROVED:

Wanda Smith: _____

Victoria Wikle: _____

Gaylord Schaap: _____

Sukey Robb-Wilder: _____

Jim Quigley: _____