

**SWEETWATER SPRINGS WATER DISTRICT  
BOARD OF DIRECTORS MEETING**

**MINUTES\***  
(\*In order discussed)

Board of Directors Meeting  
Regular Meeting  
February 3, 2011  
6:30 p.m.

**Board Members Present:**

Victoria Wikle  
Sukey Robb-Wilder  
Jim Quigley  
Wanda Smith  
Gaylord Schaap

**Board Members Absent:**

(None)

**Staff in Attendance:**

Steve Mack, General Manager  
Julie A. Kenny, Secretary to the Board

**Others in Attendance:**

Mike Gogna, District Counsel  
Nancy Thorington, District Counsel  
Dan Fein

**I. CALL TO ORDER**

The properly agendized meeting was called to Order by President Jim Quigley at 6:31 p.m.

**II. CHANGES TO AGENDA and DECLARATION OF CONFLICT (6:32 p.m.)**

(None.)

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

Director Robb-Wilder moved to approve the Consent Calendar as submitted. Director Schaap seconded. Motion carried 5-0. The following items were approved:

- A. Approval of the Minutes of the January 6, 2011 Board Meeting
- B. Approval of Operations Warrants/ Online payments/EFT payments/ Construction Warrants.
- C. Receipt of Item(s) of Correspondence. (None.)

- D. Approval of Resolution 11-03, Approving Contracts for the Field Manager, Administrative Manager, and the Crew Supervisors.

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

District counsel Mike Gogna introduced Meyers Nave attorney Nancy Thorington, and requested that review of District Counsel's performance be placed on the March 3, 2011 Agenda for discussion/action.

#### V. ADMINISTRATIVE (6:35 p.m.)

- A. **(6:35 p.m.) Discussion/Action re Resolution 11-01, re Accepting the Final Audit for the Fiscal Year Ending June 30, 2010.** The GM provided an overview of this item. Discussion ensued. District Auditor Derek Rampone of Moss, Levy, Hartzheim appeared by phone and provided further overview. Board questions ensued. Director Robb-Wilder moved to approve Resolution 11-01, Accepting the Final Audit for the Fiscal Year Ending June 30, 2010. Director Smith seconded. Motion carried 5-0.
- B. **(7:07 p.m.) Discussion/Action re Resolution 11-04, Request for Funding from CDC through RRROC.** The GM provided an overview of this item. Board discussion/questions ensued. Public comment was made by Dan Fein. Director Robb-Wilder moved to approve Resolution 11-04, Requesting Grant Funding from Sonoma County Redevelopment Agency and the Russian River Redevelopment Oversight Committee for the District's FY 2012-FY2018 CIP. Director Schaap seconded. Further discussion ensued. Motion carried 5-0. The Board agenda'd discussion/action for the March Agenda regarding submission of a supplemental request to RRROC for funding beyond 2018.
- C. **(7:40 p.m.) Discussion re Actual vs. Budgeted Expenditures (2<sup>nd</sup> Quarter, FY 2010-11, Operations and Capital Budget), and County Fund Balances.** The GM provided an overview of this item. Board discussion ensued. No action was taken.
- D. **(7:49 p.m.) Discussion/Action re Approval of Resolution 11-05, Adopting the Revised FY 2010-11 Annual Operating and Capital Improvement Budget.** The GM provided an overview of this item. Board discussion ensued. Director Robb-Wilder moved to approve Resolution 11-05, Adopting the Revised FY 2010-11 Operating and Capital Improvement Budget. Director Smith seconded. Motion carried 5-0.
- E. **(7:58 p.m.) Discussion/Action re FY 2011-12 Operating and Capital Improvement Budget, Analysis of Increasing Water Rates.** The GM provided an overview of this item. Board discussion ensued. Direction was given to staff to study impact on individual ratepayers using a minimum 2% increase.
- F. **(8:35 p.m.) Discussion/Action re Update on proposal to pay off PERS side fund.** The GM provided an overview of this item. Direction was given to staff to include the PERS side fund payoff in the FY 2011-12 budget.
- G. **(8:44 p.m.) Discussion/Action re Introduction by title only of Ordinance 46, Modifying District policies to expand District remedy to terminate and/or keep an account inactive.** Office Manager Julie Kenny provided an overview of this item. Board discussion ensued. Director Wikle moved to adopt by title only Ordinance 46, Expanding the District's Remedies to either (1) Terminate an Account; or (2) Deny Re-Opening or Transferring an Account. Director Robb-Wilder seconded. Motion carried 5-0.

## VI. GENERAL MANAGER'S REPORT (8:46 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. Rainfall
5. CIP IV-B, Project 1
6. CIP IV-B, Project 2
7. 2012-2018 CIP
8. Toilet Rebate Program
9. In-House Construction Projects
10. Policies and Procedures Review
11. Gantt Chart
12. General Manager planning longer vacation in late May

Board questions ensued.

## VII. BOARD MEMBERS' ANNOUNCEMENTS/COMMENTS

(8:58 p.m.)

Director Smith announced that she would be on TV promoting the CEPEC project.

## VIII. CLOSED SESSION (8:59 p.m.)

At 8:59 p.m. President Quigley announced the items for discussion in Closed Session. At 9:00 p.m. the Board went into Closed Session. At 9:08 p.m. the meeting reconvened and the following actions on Closed Session items were announced:

- A. **Conference with Real Property Negotiator (pursuant to Gov. Code Section 54956.7)**  
**Property: 14335 Woods Ave., Guerneville**  
**District negotiator: Steve Mack**  
**Negotiating parties: SSWD and to be determined**  
No action was taken.
- B. **Conference with Real Property Negotiator (pursuant to Gov. Code Section 54956.7)**  
**Property: Mt. Jackson parcel 069-060-041, Guerneville**  
**District negotiator: Steve Mack**  
**Negotiating parties: SSWD and AT&T**  
Direction was given to staff.

## IX. ITEMS FOR THE NEXT AGENDA (9:00 p.m.)

1. Legal counsel performance evaluation
2. Adoption of Ordinance 46
3. Introduction of draft FY 2011-12 Budget / Prop 218
4. Future RRROC funding

# ADJOURN

The meeting adjourned at 9:10 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: \_\_\_\_\_