

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS**

Thursday, April 14, 2022

Note: Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of the AB 361 [Government Code Section 54953(e)]. Directors participated remotely, but the public was welcome to attend the meeting in person, as the General Manager was present at the Westborough Water District Office, in addition to participating remotely.

The meeting was called to order at 7:30 p.m.

1. ROLL CALL:

Directors Present:

Don Amuzie
Tom Chambers
Janet Medina
Julie Richards
Perry Bautista

Directors Absent: None.

Staff Present: Patricia Mairena, General Manager
Michael Conneran, Attorney

Visitors Present: Elizabeth Stitt, Project Manager – Redistricting Partners
Dayna Louie, Attorney - Hanson Bridgett, LLP

For the record, General Manager Mairena stated that she was present at the District's Office for any visitors who wished to attend the board meeting in person.

2. PLEDGE OF ALLEGIANCE: Led by Director Medina.

3. SPECIAL ORDER OF BUSINESS:

A. Consideration of Resolution 649, Declaring that District Meetings will Continue to be Held Via Teleconference.

Attorney Conneran indicated the State was still in a state of emergency as declared by Governor Newsom regarding the COVID 19 pandemic, people were still advised to continue to socially distance, and just as it was done in past meetings, the Board would be adopting a resolution which would allow the Board to meet remotely in accordance with the Brown Act as modified by AB 361.

Two of Seven
Minutes of the Regular Meeting of the Board of Directors
Thursday, April 14, 2022

Director Chambers moved to approve Resolution 649, Declaring that District Meetings will Continue to be Held Via Teleconference, seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
Director Bautista	Aye

The motion was carried unanimously.

4. CONSENT CALENDAR:

President Bautista asked the Board if there was any discussion; otherwise, he would entertain a motion to accept the consent calendar.

Director Chambers moved to approve the Consent Calendar, seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
Director Bautista	Aye

The motion was carried unanimously.

5. PUBLIC COMMENT: None.

6. BUSINESS (OLD): None.

7. BUSINESS (NEW):

- A. Public Hearing - Conversion from an At-Large Electoral System for Election of Members of the Board of Directors to One Based on Five Zones Pursuant to the California Voting Rights Act—Receive Public Input and Review/Approve Final Map.**

President Bautista opened the Public Hearing and introduced Liz Stitt from Redistricting Partners.

Liz Stitt, Project Manager with Redistricting Partners, shared her screen and indicated that tonight would be the final discussion on converting to districts or zones. Ms. Stitt stated the Board would be talking about the final map, the sequencing selection, and at the end, the Board would vote on a final map.

Ms. Stitt reviewed the agenda and started her slide presentation which included the following:

- Districting Schedule

Ms. Stitt reviewed the Schedule the Board had followed so far in the districting process, which included:

December 9 th	Public Hearing
January 13 th	Public Hearing
February 10 th	Presentation of Draft Maps
March 10 th	Select Final Map
April 14 th	Vote on Final Map and Sequencing

Ms. Stitt stated that tonight's meeting would fulfill the five meetings requirement of by the CRVA (California Rights Voting Act). The process started back on December 9th; thus, giving the public ample time for comment.

- Traditional Districting/Redistricting Principles

Ms. Stitt reviewed the principles that drive the districting/redistricting process. There are a number of criteria for the creation of districts that have been used nationally and upheld by courts:

- Relatively equal size in number of people, not citizens; US Census data is used.
- Contiguous – districts should not hop/jump.
- Maintain “communities of interest”
- Follow city and census designated place boundaries
- Keep zones compact in appearance and functions.

- Current Maps

Ms. Stitt presented a map of the District at-large or one large zone. She also displayed 2020 Census data for the entire District, including Citizen Voting Age Population (CVAP).

Ms. Stitt mentioned that the CVAP data was used to ensure compliance with the Federal Voting Rights Act. She wanted the Board to know that the Asian CVAP was very high at 60% and she was only bringing that up to make the Board aware of any potential Federal Voting Rights compliance issues.

- Draft Maps

Ms. Stitt re-introduced Draft map A, which is what the focus would be on. Ms. Stitt indicated this map was the favorite as indicated in the past. Ms. Stitt displayed Draft map A showing the census blocks to stress how difficult it was to balance the population, and the reason the shapes of the zones ended up being the way they are.

Ms. Stitt indicated that Draft Map A has a 4.9% total plan deviation which is well below the allowable 10% maximum deviation. She also noted that the Asian CVAP for each of the five zones was well over 50%, so there were no compliance issues with the Federal Voting Rights Act.

Ms. Stitt brought up the numbering and sequencing of Draft Map A as the labeling of zones 1 and 2 had been swapped in order to have the sequencing make more sense. The proposed sequencing in 2022 would have all the even zones go first and in 2024 all the odd zones:

<u>2022</u>	<u>2024</u>
Zone 2	Zone 1
Zone 4	Zone 3
	Zone 5

Ms. Stitt presented a new map with the revised zone labels and the years of the sequencing and concluded her presentation. She asked the Board if there were any questions.

President Bautista asked if there were any comments from the public. General Manager Mairena replied there were no members from the public either present at the office or online. Since there were no comments from the public, President Bautista proceeded to close the Public Hearing.

President Bautista inquired if there were any comments from the Board. Director Amuzie stated it would have been nice to have comments from the public and he was not sure what the Board could do at this point. General Manager Mairena stated that the public hearings had been advertised in a local newspaper, on the District's website, and also on the last newsletter, but unfortunately, none of the District's customers had sent any comments,

Director Chambers moved to approve Draft Map A as renumbered for dividing the District into zones, seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
Director Bautista	Aye

The motion was carried unanimously.

B. Review/Approve Ordinance No. 73 - Approving the Change from At-Large to Zone-Based Elections for Election of Members of the Board of Directors Commencing in November of 2022.

President Bautista asked the Board if there was any discussion on this ordinance.

Director Chambers moved to approve Ordinance No. 73 - Approving the Change from At-Large to Zone-Based Elections for Election of Members of the Board of Directors Commencing in November of 2022, seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
Director Bautista	Aye

The motion was carried unanimously.

General Manager Mairena thanked Ms. Stitt for all of her work and also thanked Attorneys Louie and Conneran. The Board concurred. Ms. Stitt replied she would follow up with Ms. Mairena the next day and send her all the information. Ms. Mairena reminded Ms. Stitt the deadline for submitting the shapefile to San Mateo County was April 18th.

8. WRITTEN COMMUNICATIONS: None.

9. ATTORNEY'S REPORT: None.

10. GENERAL MANAGER'S REPORT:

A. Removal of Potentially Hazardous Tree at 2600 Duhallow Way, SSF.

General Manager Mairena notified the Board the homeowner at 2600 Duhallow Way had removed the tree and showed them pictures of where the tree had been and the newly concreted area. General Manager Mairena informed the Board she had already asked the homeowner to submit a paid invoice so that the District could reimburse her the \$2,000 financial assistance the Board had offered her.

Director Medina inquired as to how the customer had reacted to the second letter denying any additional financial assistance. General Manger Mairena replied the homeowner was fine with the response and since they were doing a lot of work to their house, they wanted to keep everything in proper order.

B. Update on the Skyline Tank No. 3 Exterior Recoating Project.

General Manager Mairena reviewed the written report included on the board packet for the Exterior Recoating Project for Skyline Tank No. 3. She told the Board that as was expected the tank had several pinholes and severe pitting. She reminded the Board that ESM had a welder on staff that will be doing the repairs by placing 3 x 3 steel plates. General Manager Mairena acknowledged that one complaint had been received for loud noise from the neighboring homes and the homeowners had been made aware that unfortunately, the noise would be getting louder. General Manager Mairena reported she had been notified that the rafters were in bad shape and although these were not part of this project, she might get a proposal to fix them, but these were part of the interior coating project.

C. Report on District's Water Conservation for March 2022.

General Manager Mairena reviewed the District's usage as presented on her chart. Director Chambers stated he had calculated the division, and the usage was down 4% from 2021, which is not the 10% standard that San Francisco wants. He also stated that in comparison to 2020, the usage was down 9%.

D. Report on SFPUC New Rates for FY 2022-2023.

General Manager Mairena notified the Board that San Francisco is planning to increase the wholesale water rate and will be considering it at the SFPUC meeting of May 10th.

General Manager Mairena stated that the new rate would need to be taken in consideration when preparing next year's budget. Director Chambers asked Ms. Mairena if she

had also received the bond surcharge information; Ms. Mairena confirmed she had.

11. ITEMS FROM BOARD OF DIRECTORS:

A. Report on BAWSCA Meeting of March 17, 2022 (Chambers).

Director Chambers stated one of the reasons San Francisco was increasing the rates was because San Francisco was zeroing out the balancing account. Director Chambers explained that in years past, San Francisco would initially estimate the rates, but at year-end, they would true-up to the actual sales and cost; thus, if we had paid too much, they would put the funds in the balancing account, and if we paid too little, they would take it from the balancing account, so the balancing account was used to stabilize the rates.


Director Chambers also reported that starting March 2023, the bond surcharge was dropping to \$3,500 per month, so a budget adjustment would need to be made for this as well.

President Bautista stated that the refinancing of the BAWSCA bond was a big deal. Director Chambers replied that it is a nice savings and the timing on locking the new rate six months ago had worked in our favor. Director Chambers mentioned Christina Tang, BAWSCA's Financial Director was great at saving money for BAWSCA.


12. CLOSED SESSION: None

13. ADJOURNMENT:

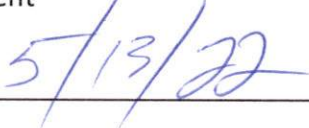
Without objection, President Bautista adjourned meeting.
Time 7:58 p.m.



Secretary



President



Date