

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

Thursday, June 13, 2019

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

1. ROLL CALL:

Directors Present:

Janet Medina
Perry Bautista
David Irwin
Tom Chambers

Directors Absent: Excused absence, Director Karema Al-Arabi.

Staff Present:

General Manager, Darryl Barrow
Assistant General Manager, Patricia Mairena
Attorney, Michael Conneran

Visitors Present: None.

2. PLEDGE OF ALLEGIANCE: Led by Director Irwin.

3. CONSENT CALENDAR:

Director Medina moved to approve the consent calendar, seconded by Director Chambers.

The motion was carried unanimously.

4. PUBLIC COMMENT: None.

5. BUSINESS (OLD):

A. Consideration of Claim from Edmund Lee of 2263 Kenry Way, South San Francisco Regarding Automobile Collision.

General Manager Barrow stated that the District must deny the claim in order for ACWA/JPIA to process the claim on the District's behalf. Mr. Barrow reported that a sample

copy of the rejection letter from ACWA/JPIA was included in the board packet.

Director Chambers moved to deny the claim submitted by Mr. Edmund Lee and authorize the General Manager to send Rejection Letter, seconded by Director Irwin.

The motion was carried unanimously.

6. BUSINESS (NEW)

A. Review/Approve Proposal for Rowntree Sewer Lift Station Bypass Connection.

General Manager Barrow stated that the bypass connection was needed prior to the installation of the valve replacement project.

Director Irwin moved to approve the proposal from MK Pipeline in the amount of \$97,654.48 plus ten percent contingency, seconded by Director Medina.

The motion was carried unanimously.

B. Review/Approve 2019/2020 Capital Improvement Projects.

General Manager Barrow reviewed the 2019/2020 Capital Improvement Projects with the Board of Directors.

Director Chambers moved to approve the Athy Drive Project, Westborough Pump Station Improvement, Rowntree Pump Station Improvement, Replace 18 water services on Avalon Drive, New Office Computers, Replace 550 Water Meters, and postpone Skyline Tank No. 3 Improvement for reconsideration in January 2020, seconded by Director Irwin.

The motion was carried unanimously.

C. Review/Approve 2018/2019 Operating Budget.

General Manager Barrow reviewed the 2019/2020 Operating Budget with the Board and answered questions.

Director Chambers moved to approve the 2019/2020 Operating Budget with revisions, seconded by Director Irwin.

The motion was carried unanimously.

D. Review/Approve Agreement for Water Service Improvement for Skyline Village Water.

Director Medina moved to approve Agreement for Water Service Improvement for Skyline Village, seconded by Director Irwin.

The motion was carried unanimously.

E. Consideration of Cost of Living and Salary Adjustment for District Employees.

General Manager Barrow passed out a memo of recommendation for district employees' salary adjustment.

Director Medina moved to approve the General Manager's memo of recommendation for District employees' salary adjustment effective July 1, 2018, seconded by Director Irwin.

The motion was carried unanimously.

G. Consideration of Salary Adjustment for General Manager.

This matter was discussed after Closed Session.

8. WRITTEN COMMUNICATION: None.

9. ATTORNEY'S REPORT: None.

10. GENERAL MANAGER'S REPORT:

A. Report on ACWA/JPIA Spring Conference.

General Manager Barrow reported on the ACWA/JPIA Spring Conference he attended in Monterey and thanked the Board for allowing him to attend.

B. Report on Water Service Leak on Wexford Avenue.

General Manager Barrow reported that there was a water service leak on Wexford Avenue. Mr. Barrow stated that he had gotten two proposals to replace the water line and the low bid was over \$25,000. Mr. Barrow stated that he scheduled to repair the leak in-house with the Field Staff.

11. ITEMS FROM BOARD OF DIRECTORS:

B. Report on CSDA Meeting of May 17, 2019.

Director Chambers reported on the CSDA meeting of May 17, 2019, he attended.

B. Report on ACWA/JPIA Spring Conference.

Director Medina reported on the ACWA/JPIA Spring Conference she attended.

12. CLOSED SESSION:

**A. CLOSED SESSION – Public Employee Performance Evaluation,
Government Code Section 54957 Title: General Manager**

The Board went into Closed Session at 8:51 p.m. to discuss the General Manager's performance evaluation and reconvened at 9:23 p.m.

Director Chambers moved to approve 4.3% salary increase for General Manager Barrow effective July 1, 2019, seconded by Director Irwin.

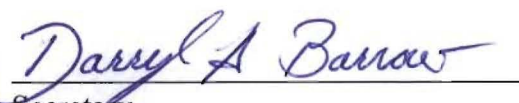
The motion was carried

13. ADJOURNMENT:

Director Medina moved to adjourn, seconded by Director Chambers.

The motion was carried unanimously.

Time 9:35 p.m.


Secretary


President


Date