

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

**Thursday, August 13, 2020**

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

General Manager Barrow stated that he was at the District Office in case anyone from the public wanted to attend the meeting.

**1. ROLL CALL:**

Directors Present:

Janet Medina  
Perry Bautista  
Tom Chambers  
David Irwin

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

Roll Call

Director Medina	Aye
Director Bautista	Aye
Director Chambers	Aye
Director Irwin	Aye

The motion was carried unanimously.

**4. PUBLIC COMMENT:** None.

**5. BUSINESS (OLD):** None.

**6. BUSINESS (NEW)**

**A. Review/Approve Response Letter to San Mateo County LAFCo Regarding Request for Information for the Westborough Water District Municipal Service Review and Sphere of Influence Update.**

Director Irwin moved to approve response letter to San Mateo County LAFCo regarding request for information for the Westborough Water District Municipal Service Review and Sphere of Influence Update with corrections, seconded by Director Chambers.

Roll Call

Director Medina	Aye
Director Bautista	Aye
Director Chambers	Aye
Director Irwin	Aye

The motion was carried unanimously.

**B. Review/Approve Proposal for Risk and Resiliency Assessment and Update Emergency Response Plan.**

Director Bautista moved to approve the proposal from EKI Environment and Water for Risk and Resiliency Assessment and Update Emergency Response Plan, seconded by Director Chambers.

Roll Call

Director Medina	Aye
Director Bautista	Aye
Director Chambers	Aye
Director Irwin	Aye

The motion was carried unanimously.

**C. Consideration to Approve Toilet Rebate Program.**

General Manager Barrow reported that BAWSCA Toilet Rebate Program ended December 31, 2019. Mr. Barrow recommended a flat \$50 toilet rebate with the same guidelines as the BAWSCA program. Mr. Barrow pointed out the current budget included \$8,000 for the toilet and washing machine rebate programs.

Director Irwin moved to approve \$50 toilet rebate program limited to one rebate per toilet every five years, seconded by Director Bautista.

Roll Call

Director Medina	Aye
Director Bautista	Aye
Director Chambers	Aye
Director Irwin	Aye

The motion was carried unanimously.

7. **WRITTEN COMMUNICATIONS:** None.
8. **ATTORNEY'S REPORT:** None.
9. **GENERAL MANAGER'S REPORT:**

**A. Report on Request from AT&T for Additional Land for Standby Power Generator.**

General Manager Barrow reported that the AT& T would like to lease additional land to place a standby power generator at the Skyline Tank Site. General Manager Barrow recommended negotiating for an outside outlet to connect the District's Scada system in the event of a power outage. Mr. Barrow reported that the generator would not impede access to any of the District equipment or facilities. No action was taken.

**10. ITEMS FROM BOARD OF DIRECTORS:**

**A. Report on BAWSCA Meeting of July 16, 2020, and Discussion Regarding Los Vaqueros Reservoir Expansion Project.**

Director Chambers reported on the BAWSCA meeting of July 16, 2020, he attended and discussed the Los Vaqueros Reservoir Expansion Project with the Board.

**B. Report on ACWA's Virtual Conference of July 29-30, 2020.**

Directors Chambers and Al-Arabi submitted written reports on the ACWA Virtual

Conference they attended on July 29-30, 2020, with the Board.

**C. Report on CSDA Meeting of August 4, 2020.**

Director Chambers reported on the CSDA meeting of August 4, 2020.

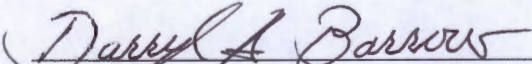
11. **CLOSED SESSION:** None.

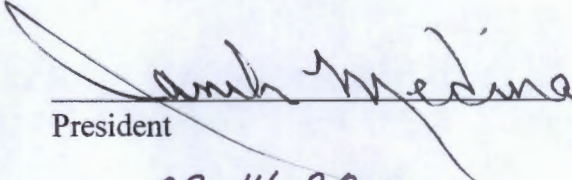
12. **ADJOURNMENT:**

Director Bautista moved to adjourn, seconded by Director Chambers.

With no objection, President Medina adjourned the meeting.

Time 8:47 p.m.

  
Secretary

  
President  
09-14-20  
Date