

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

**Thursday, December 10, 2020**

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

**1. ROLL CALL:**

Directors Present:

Janet Medina  
Thomas Chambers  
Perry Bautista  
Karema Al-Arabi

Directors Absent: Excused absence, Director Irwin.

Staff Present:

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

Visitors Present: None.

**2. PLEDGE OF ALLEGIANCE:** Led by Director Al-Arabi.

**3. OATH OF OFFICE FOR DIRECTORS:**

General Manager Barrow administered the Oath of Office to Directors Al-Arabi and Medina.

**4. ELECTION OF OFFICE FOR PRESIDENT AND VICE PRESIDENT:**

President Medina declared the offices for President and Vice President vacant.

Director Bautista moved to nominate Director Chambers for President, seconded by Director Al-Arabi

Roll Call

Director Medina	Aye
Director Chambers	Aye
Director Bautista	Aye
Director Al-Arabi	Aye

With no other nominations, the motion was carried unanimously.

President Chambers opened the floor for nominations for Vice President.

Director Medina moved to nominate Director Bautista for Vice President, seconded by Director Al-Arabi.

Roll Call

Director Medina	Aye
Director Chambers	Aye
Director Bautista	Aye
Director Al-Arabi	Aye

With no other nominations, the motion was carried unanimously.

President Chambers indicated that the District presented Director Medina with a plaque for her work and dedication as President of the Board of Directors. Director Medina thanked the Board.

**5. CONSENT CALENDAR:**

Director Medina moved to approve the consent calendar with corrections to the minutes, seconded by Director Al-Arabi.

Roll Call

Director Medina	Aye	Director Bautista	Aye
Director Chambers	Aye	Director Al-Arabi	Aye

The motion was carried unanimously.

**6. PUBLIC COMMENT: None**

**7. BUSINESS (OLD):**

- A. Consideration to Approve Response Letter to Superior Court of California, County of San Mateo Hall of Justice and Records Regarding San Mateo Civil Grand Jury Report: "Ransomware: It is Not Enough To Think You Are Protected."

Director Bautista moved to approve the response letter to the Superior Court of California, County of San Mateo Hall of Justice and Records regarding San Mateo Civil Grand Jury Report on ransomware, seconded by Director Medina.

Roll Call

Director Medina	Aye	Director Bautista	Aye
Director Chambers	Aye	Director Al-Arabi	Aye

The motion was carried unanimously.

**7. BUSINESS (NEW)**

**A. Review/Approve District Newsletter.**

Director Medina moved to approve the District Newsletter with revisions, seconded by Director Al-Arabi.

Roll Call

Director Medina	Aye	Director Bautista	Aye
Director Chambers	Aye	Director Al-Arabi	Aye

The motion was carried unanimously.

**B. Consideration of Holiday Bonus for District Employees.**

General Manager Barrow recommended giving District Employees a \$150 holiday bonus given the hard work during the pandemic as essential workers. Also, Mr. Barrow pointed out that the District was not having an annual Christmas party. Mr. Barrow asked that he be excluded from the consideration for the holiday bonus.

Director Bautista moved to approve a \$150 holiday bonus for District Employees excluding the General Manager, seconded by Director Medina.

Roll Call

Director Medina	Aye	Director Bautista	Aye
Director Chambers	Aye	Director Al-Arabi	Aye

The motion was carried unanimously.

**9. WRITTEN COMMUNICATIONS:** None.

**9. ATTORNEY'S REPORT:** None.

**10. GENERAL MANAGER'S REPORT:** None.

**A. Update on Athy Drive Improvement Project.**

General Manager Barrow gave the Board an update on the Athy Drive Improvement project.

**B. Report on Meter Replacement Program.**

General Manager Barrow reported that the District staff had replaced approximately 500 residential water meters. Mr. Barrow indicated that he would be placing on the agenda to replace an additional 550 water meters in January 2021. Mr. Barrow stated that the District should at a minimum replace 1,000 water meters a year.

**C. Report on BAWSCA Meeting of December 3, 2020.**

General Manager Barrow reviewed with the Board his report included in the board packet on the BAWSCA meeting he attended.

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

**A. Report on BAWSCA Meeting on November 19, 2020.**

Director Chambers reported on the BAWSCA meeting he attended on November 19, 2020.

**B. Report on BAWSCA's Pension Liability Funded Status Update.**


Directors Chambers reported on BAWSCA's pension liability funded status update.

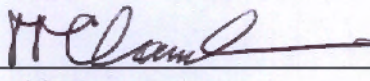
**12. CLOSED SESSION:** None.

**13. ADJOURNMENT:**

Without objection, President Chambers adjourned the meeting.

Time 8:26 p.m.

  
Secretary

  
President

01-14-21  
Date