

Revised

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

Thursday, May 13, 2021

The meeting was called to order at 7:31 p.m.

General Manager Barrow stated that he was at the office in case anyone from the public wanted to attend the meeting and no one was present.

1. ROLL CALL:

Directors Present:

Janet Medina
Thomas Chambers
David Irwin
Perry Bautista

Directors Absent: Excused absence, Director 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 Medina.

3. CONSENT CALENDAR:

Director Irwin moved to approve the consent calendar with corrections to the minutes, seconded by Director Medina.

Roll Call

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

The motion was carried unanimously.

4. PUBLIC COMMENT: None.

5. BUSINESS (OLD): None.

A. Review/Approve Proposal for Water and Sewer Rate Study.

Director Bautista moved to approve the Proposal for Water and Sewer Rate Study with revisions, seconded by Director Medina.

Roll Call

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

The motion was carried unanimously.

B. Review/Approve Lease Agreement Proposal from Crown Castle for Additional 69 Square Feet of Land at Skyline Tank Site.

This matter was discussed after Closed Session.

6. BUSINESS (NEW:

A. Review/Approve 2021/2022 Capital Improvement Projects.

General Manager Barrow reviewed the 2021/2022 Capital Improvement Projects for Skyline Tank No. 3 and the Meter Replacement Project.

Director Bautista moved to approve the Skyline Tank No.3 improvements and once awarded consider the Water Meter Replacement Project subject to available cash reserves, seconded by Director Irwin.

Roll Call

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

The motion was carried unanimously.

B. Review Draft 2021/2022 Operating Budget.

General Manager Barrow and the Budget Committee reviewed the 2021/2022 Operating

Budget with the Board and answered questions.

No action was taken.

C. Review/Approve District Newsletter.

General Manager Barrow and the Public Relations Committee reviewed the District Newsletter with the Board.

Director Bautista moved to approve the District Newsletter with modifications, seconded by Director Irwin.

Roll Call

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

The motion was carried unanimously.

D. Review/Approve Proposal to Participate in BAWSCA's Water Loss Management Program.

Director Medina moved to approve the proposal to participate in BAWSCA's Water Loss Management Program, seconded by Director Irwin.

Roll Call

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

The motion was carried unanimously.

E. Consideration to Declare 2014 Chevrolet as Surplus.

General Manager Barrow indicated that the District no longer had use for the 2014 Chevrolet Silverado pickup truck because the new General Manager had a car allowance. Also, the pickup truck had been involved in three accidents.

Director Medina moved to declare the 2014 Chevrolet truck as surplus, seconded by Director Irwin.

Roll Call

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

The motion was carried unanimously.

7. **WRITTEN COMMUNICATIONS:** None.

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

9. **GENERAL MANAGER'S REPORT:**

A. Report on New Hire for Office Supervisor Position.

General Manager Barrow reported that he had hired Wendy Bellinger for the Office Supervisor position.

B. Report on Athy Drive Improvement Project.

General Manager Barrow reported that the contractor working on the Athy Drive project hit unmarked water lines which required emergency shutdowns.

10. **ITEMS FROM BOARD OF DIRECTORS:** None.

11. **CLOSED SESSION:**

A. Closed Session Pursuant to Government Code Section 54956.8

REAL PROPERTY NEGOTIATIONS

Property:	Skyline Tank Site. Sharp Park Road, Pacifica, CA
Agency Negotiator:	Darryl Barrow, General Manager
Under negotiation:	Price and terms of lease

The Board went into Closed Session to discuss the Skyline Tank Site property. Upon returning to open session, the Board gave direction to General Manager Barrow.

12. ADJOURNMENT:

Without objection, President Chambers adjourned meeting.

Time 9:23 p.m.

Darryl A. Barrow
Secretary

McClain
President

14 JUNE 2021
Date