

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

Thursday, May 4, 2023

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

1. ROLL CALL:

Directors Present: Don Amuzie
Perry Bautista
Tom Chambers
Julie Richards
Janet Medina

Staff Present: Michael Conneran, Attorney (via Zoom)
Wendy Bellinger, Office Supervisor
Patricia Mairena, General Manager

Visitors Present: Joubin Pakpour, District Engineer

2. PLEDGE OF ALLEGIANCE: Led by Director Richards.

3. CONSENT CALENDAR:

President Medina asked the Board if there was any discussion.

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

The motion was carried unanimously.

4. PUBLIC COMMENT:

District Engineer, Joubin Pakpour, re-introduced himself to the new board members and mentioned that he has been the District Engineer since 2011. Engineer Pakpour mentioned that once or twice a year he likes to give the Board an update on the status of the District's infrastructure. Engineer Pakpour stated that he had prepared a small report which he would share with General Manager Mairena, so she could forward it to the Board. Engineer Pakpour stated that the AWWA recommended rule was to replace the infrastructure once every 100 years, and that unfortunately, the rate the District was replacing it was closer to every 2,000

years and that it was his duty to let the Board know about this, and that he highly recommended doing something about it.

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

6. **BUSINESS (NEW):**

A. **ACWA 2023 Board Officers' Election and Authorization to Complete Authorized Voting Representative Form.**

General Manager Mairena explained to the Board that ACWA will not be holding the elections during the ACWA Conference as they had done in the past, and instead they will be doing it via a ballot that would be emailed to the designated authorized voting representative. General Manger Mairena stated that the designation form needs to be returned by June 16th.

President Medina asked if the Board needed to take any action. General Manager Mairena stated that the Board needed to designate the authorized voting representative and that it would usually be the president. Director Chambers explained that years back, that was the way it was done, but it was a hassle having the president complete a Form 700 taking over the position, an annual one, and then again when leaving the position, so instead, an ACWA Representative was selected, and that happened to be President Medina, so he suggested she be the one to be designated. Director Chambers mentioned that since Director Amuzie is now attending the ACWA conferences, perhaps he should be designated but that would be up to President Medina if she would like to give up her position as the ACWA representative. Director Chambers stated that in any case, the designated authorized voting representative should be the ACWA Representative.

President Medina asked if there were any more comments or thoughts.

Director Chambers moved to authorize President Medina as the Authorized Voting Representative for the ACWA 2023 Board Officers' Election, seconded by Director Bautista.

The motion was carried unanimously.

7. **WRITTEN COMMUNICATIONS:** None.

8. **ATTORNEY'S REPORT:**

Attorney Conneran reported that there were a number of bills to modify the Brown Act to allow remote participation more easily. Attorney Conneran stated that these are subject to

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opposition and amendments, but his firm was following them and as soon as there was anything concrete, he would update the Board.

9. GENERAL MANAGER'S REPORT:

A. Report on District's Water Conservation for April 2023.

General Manager Mairena reported that she was hoping that the SFPUC bill would be issued by now, but it had not due to the board meeting being so early in the month. General Manager Mairena stated she was unable to prepare her regular report, so she will be reporting at the next meeting.

B. Update on Proposal for Water and Sewer Rate Study.

General Manager Mairena reported the RFP document was not yet ready as the CIP Committee was still working on a 5-year CIP plan as requested by the Board.

C. Report on Capital Improvement Committee meeting of April 26, 2023.

General Manager Mairena reported that she had met with the CIP Committee, and they had reviewed only the CIP sewer projects recently prepared by Pakpour since the committee had already reviewed the water projects. General Manager Mairena stated that the CIP Committee was planning on meeting again soon to prioritize all the projects, and this time they planned to include Engineer Pakpour and hopefully, produce a multi-year CIP Plan.

D. Report on Water Damages at the Avalon Lift Station.

General Manager Mairena shared some pictures and video clips of the water damage to the electrical conduits at the Avalon Lift Station. General Manager Mairena stated that since the Avalon Lift Station was underground, the water runoff from the hill had caused the damage by seeping through the concrete. General Manager Mairena mentioned that field staff was still investigating the possible causes which could include the adjacent neighbor's water hose or water runoff from the heavy rain season, and that the water usage from that one neighbor would be reviewed for any usage spike. General Manager Mairena told the Board that Sanitation staff was working on getting quotes for the electrical conduits repairs and she would be reporting at the next meeting.

Director Chambers asked if the damage was recent or had it been there before. General Manager Mairena replied that she had no previous reports, but she would make sure to ask Sanitation when she receives and reviews the quotes.

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General Manager Mairena also mentioned that once she has more information, she will be reviewing the findings with Attorney Conneran.

10. ITEMS FROM BOARD OF DIRECTORS:

Director Chambers reported that last Tuesday, San Francisco had celebrated 100 years of the O'Shaughnessy Dam which is still very much operational. Director Chambers stated that the BAWSCA CEO, Nicole Sandkulla, Tom Francis (also from BAWSCA), and he had driven there for the celebration, and other attendees included the Mayor of San Francisco and heads of the SFPUC.

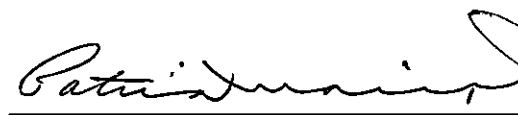
General Manager Mairena stated that at the BAWSCA Water Management Representatives meeting, Nicole had reported on that matter and mentioned that there will be another celebration scheduled sometime soon, probably at San Francisco City Hall.

11. CLOSED SESSION: None.

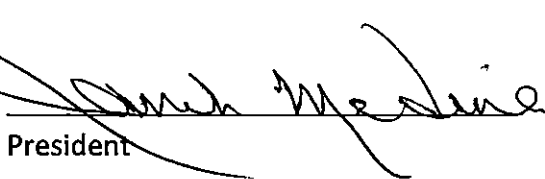
12. ADJOURNMENT:

Without objection, President Medina adjourned the meeting.

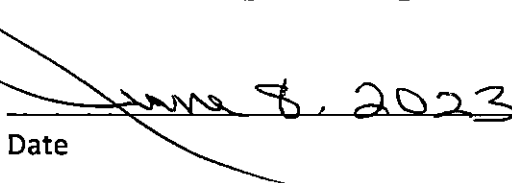
Time 7:54 p.m.



Secretary



President



Date