

**MINUTES OF THE SPECIAL MEETING
OF THE
BOARD OF DIRECTORS**

Thursday, July 30, 2026

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

1. ROLL CALL:

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

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

Visitors Present: None

2. NEW BUSINESS:

A. PUBLIC HEARING:

**Consideration of Adoption of Report of Sewer Service Charges to be
Collected on Tax Rolls and Requesting Their Collection by the County of San
Mateo, Resolution No. 696.**

President Bautista opened up the Public Hearing. With no public present, President Bautista proceeded to close the Public Hearing.

General Manager Mairena stated that the printed report was in front of the Board for review and it had also been sent to them electronically. General Manager Mairena reported that there was also a resolution on their board packet which the Board would need to approve as it needed to be sent to San Mateo County along with the sewer assessments file.

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Attorney Conneran added that the report, labeled as exhibit A on the resolution, contained sewer charges for each property based on the water usage during the months of January and February, and that it was necessary to communicate these charges to San Mateo County so that they could be placed on the tax roll.

Director Chambers moved to Adopt the Report of Sewer Service Charges to be Collected on Tax Rolls and Requesting Their Collection by the County of San Mateo, Resolution No. 696., seconded by Director Medina.

Roll Call

Director Amuzie	Aye
Director Chambers	Aye
Director Medina	Aye
Director Richards	Aye
President Bautista	Aye

The motion was carried unanimously.

B. Approve Updated District's Salary Schedule.

General Manager Mairena explained to the Board that the Salary Schedule that was approved last month did not contain the correct salary range for employee Armstrong, as she had used the salary approved in June 2025 for her calculations, but since then, Mr. Armstrong had obtained his Cross Connection Specialist certification, earning him an additional 3%. General Manager Mairena stated that this updated Salary Schedule contained the correct salary range for Mr. Armstrong.

Director Medina moved to approve the updated District's Salary Schedule, seconded by Director Chambers.

The motion was carried unanimously.

C. Consideration to Authorize Attendance to the ACWA Region 5 Zoom Board Meeting on August 3, 2026.

General Manager Mairena stated that she received this after the July 9th meeting agenda had been prepared, and since this meeting would take place before the August meeting, the Board would need to authorize attendance for anyone who wanted to participate so they could be compensated. General Manager Mairena clarified that there was also a

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Region 5 event scheduled for September 3 – 4, which she had previously brought up to the Board, but that agenda had not yet been published.

President Bautista asked the Board if anyone was interested in participating. Director Amuzie expressed his interest in participating. Director Chambers asked Director Amuzie to brief the Board on the event at our next meeting.

Director Chambers moved to Authorize Director Amuzie's Attendance to the ACWA Region 5 Zoom Board Meeting on August 3, 2026, seconded by Director Medina.

The motion was carried unanimously.

General Manager Mairena mentioned that there was no need to register to attend and told Director Amuzie that she would forward the email with the Zoom link to him.

3. GENERAL MANAGER'S REPORT:

A. Report on District's Water Conservation for June 2026.

General Manager Mairena displayed the monthly comparison chart of water use and reported that water consumption for June 2026 was lower, in comparison to the same period for FY 2020-2021, the last year with average usage before the last drought. General Manager Mairena mentioned that the usage was a bit higher than in recent months, and it could be do to the District starting to fill Skyline Tank No. 3, or it could also be do to customers using more water since it had been a little warmer.

**B. Report on Staff Attendance to Cal Water's EOC Training & Tabletop Exercise –
*Report Added***

General Manager Mairena reported on an EOC (Emergency Operations Center) Training and Tabletop exercise that she had attended with Carlos and Israel at their Bayshore operations center in San Mateo, CA. General Manager Mairena stated that the event was very well attended by other water districts, emergency personnel, and dignitaries, and it was also very well organized. General Manager Mairena mentioned that the exercise consisted of how different teams responded to an earthquake event in the command center. General Manager Mairena also mentioned that this was excellent training and that it did not cost the District anything, plus this type of training

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is what could be put down when LAFCo ask about the emergency training District staff have had.

General Manager Mairena mentioned that there were a couple of items staff was interested on getting for the District, including "Water on Wheels," which consisted of a small truck with a tank inside and a couple of faucets outside, so that water could be distributed during major emergencies.

General Manager Mairena provided a brief overview of the scenario they were presented with and stated she was pleased to have met several of the Cal Water staff members and mentioned that this event is done annually.

4. ITEMS FROM BOARD OF DIRECTORS:

A. Report on BAWSCA Meeting of July 16, 2026 (Chambers).

Director Chambers reviewed his written report with the Board and commented on the water bank and on the graphs he included. Director Chambers was complimented on his graphs.

5. ADJOURNMENT:

Without objection, President Bautista adjourned the meeting.
Time 7:49 p.m.



Secretary



President

08-13-2026

Date