



# Sunnyslope County Water District

## BOARD OF DIRECTORS

### REGULAR MEETING

District Office Board Room/Teleconference



3570 Airline Hwy., Hollister, CA

## NOTICE & AGENDA

JANUARY 28, 2025

Regularly Scheduled Board Meeting - 5:15PM

**Closed Session to Precede the Regular Session – 4:45PM**

**IN PERSON PUBLIC ACCESS TO DISTRICT MEETINGS IS AVAILABLE AND REMOTE ACCESS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:**

ZOOM MEETING ACCESS LINK

<https://us06web.zoom.us/j/85410511632?pwd=m7b6cIR3kd28ikFRJbA0FWkEpwTpc0.1>

Passcode: SSCWD

Or Telephone: Dial + 1 (669) 444-9171 and when prompted enter Meeting ID: 854 1051 1632

Dial in Passcode: 738663

### HEALTH AND SAFETY GUIDELINES

Public access to this meeting is provided both in person and through electronic viewing. Virtual meeting access will continue to be provided as a public convenience until further notice by the District Board. Remote viewing interruptions due to internet quality, power outages or other factors may occur and will not stop the meeting while a quorum is present in the Board Room; To ensure the health, safety, and welfare of those in attendance, all attendees must comply with any procedures/instructions announced by the Board of Directors or as directed by Staff prior to commencement of the meeting. Face coverings will be provided if health concerns dictate and will be made available upon request. The meeting will be available through Zoom for those who wish to join remotely. Anyone requiring accommodation may contact the Main Office at: (831) 637-4670 a minimum of 24 hrs prior to the start of the meeting.

### *Mission Statement:*

*“Our Mission is to provide safe, reliable, and high-quality water and wastewater services to our customers and all future generations in an environmentally and financially responsible manner.”*

**A. CALL TO ORDER - ROLL CALL**

President Alcorn \_\_\_\_\_, Vice President Buzzetta \_\_\_\_\_,

Director Brown \_\_\_\_\_, Director Mauro \_\_\_\_\_, and Director Martinez \_\_\_\_\_.

- B. PUBLIC COMMENT ON CLOSED SESSION MATTERS** – Members of the public may address the Board on the item or items listed on the Closed Session agenda, with a time limit of three minutes per speaker.

**CLOSED SESSION**

**C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:**

**Conference with Legal Counsel – Potential Litigation (§ 54956.9(b))**

- a. CVRA Demand Letter – *Shenkman & Hughes, PC*
- b. San Benito Foods operation and maintenance contract

**REGULAR SESSION**

**D. PLEDGE OF ALLEGIANCE**

**E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION**

**1. Conference with Legal Counsel – Potential Litigation (§ 54956.9(b))**

- a. CVRA Demand Letter – *Shenkman & Hughes, PC*
- b. San Benito Foods operation and maintenance contract

- F. APPROVAL OF AGENDA** – Any requests to postpone consideration of an agenda item or move an item forward on the agenda will be considered at this time.

- G. PUBLIC COMMENTS and AUDIENCE INTRODUCTIONS** – The public may comment<sup>1</sup> on any District business, not on the agenda, with a time limit of three minutes per speaker. To make a public comment in person please fill out a “Speaker Card” and return to the Minutes Clerk prior to speaking. When virtual meeting access is provided, please use the “hand-raise” feature and you will be called upon to speak. No action may be taken by the Board during the public comment period.

**H. CONSENT AGENDA** – Members of the Board and/or members of the public may pull matters from the Consent Agenda. Any matter pulled from the Consent Agenda requiring action shall be moved to New Business and treated as a matter of new business, or for matters needing clarification shall be moved to Staff Reports and addressed by the respective staff. The public may address the Board<sup>2</sup> on these items, not to exceed 3 minutes, when the Board reviews each pulled item.

1. Approve Minutes of the Board
  - Regular Board Meeting – December 17, 2024 (page 1)
2. Receive and Accept Allowance of Claims for Disbursements from December 1, 2024, Through December 31, 2024. (page 8)
3. Receive and Accept Engineering Services Monthly Status Report (page 12)
4. Receive and Accept Finance Manager Monthly Status Reports:
  - a) Narrative Report (page 14)
  - b) Operation Summary (page 21)
  - c) Statement of Income (page 25)
  - d) Investment Summary (page 27)
  - e) Board Designated Reserves (page 28)
5. Receive and Accept Superintendent Monthly Status Reports:
  - a) Maintenance (page 29)
  - b) Groundwater Level Measurement (page 34)
  - c) City Meter Reading (page 35)
6. Receive and Accept General Manager Monthly Status Report. (page 36)

**I. NEW BUSINESS** – The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board<sup>2</sup> on these items as the Board reviews each item when directed to do so.

1. Adoption Of Resolution Of Intent No. 607 To Transition From At-Large To By-District Elections And Acceptance Of The Timeline For Completion. (Not A Project Under CEQA Per Article 20, Section 15378) (page 37)

2. Authorize And Approve The Phase II Aeration System Blower Replacement Project To Purchase And Install A Second Rotary Lobe Blower At The Ridgemark Wastewater Treatment Plant For A Cost Not To Exceed \$125,000 (California Environmental Quality Act Title 19 – Categorically Exempt, §15301 - Maintenance of Existing Facilities.) (page 42)
3. Board Discussion And Annual Goal Setting/Strategic Planning Meeting (Not A Project Per CEQA Article 20, Section 15378). (Page 57)

**J. STATUS REPORT**

1. Governance Committee (JB, MA) – (No Meeting)
2. Water / Wastewater Committee (DB, OM) – (No Meeting)
3. Finance Committee (MA, EM) – (No Meeting)
4. Policy and Procedure Committee (DB, JB)– (No Meeting)
5. Personnel Committee (EM, OM) – (No Meeting)
6. Water Resources Association of San Benito County (JB, Alt. OM) – (Scheduled Meeting Feb. 6th)

**K. BOARD and STAFF REPORTS**

1. Directors
2. District Counsel
3. General Manager – General Manager Report (Oral Report)

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

*Upon request, Sunnyslope County Water District (SSCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, languages or disability-related modification or accommodation, including auxiliary aids or services, to enable all individuals to participate in public meetings. SSCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.*

**Next Regular Board Meeting** – February 25, 2025 @ 5:15 p.m., District Office

**AGENDA DEADLINE:** February 19 @ 12:00 p.m.

## Future Scheduled Committee Meetings

Water Resources Association of San Benito County – February 6, 2025 @ 4pm

<sup>1</sup> The person speaking is requested to fill out a speaker card stating items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. A limit of three (3) minutes per speaker is requested to allow others an opportunity to comment. Board members may ask questions of the speaker, but no action may be taken, and no discussion may be held on non-agenized items raised by the public. The General Manager may refer the matter to the proper personnel for review.

<sup>2</sup> The person speaking is requested to fill out a speaker card stating their name, address, and items on which they wish to comment to be properly recognized during communications from the public and address comments to the Board of Directors. Please limit your comment to three (3) minutes. Please step up to and speak at the podium.