



Sunnyslope County Water District

BOARD OF DIRECTORS

REGULAR MEETING

District Office Board Room/Teleconference



3570 Airline Hwy., Hollister, CA

NOTICE & AGENDA

NOVEMBER 21, 2023

Regularly Scheduled Board Meeting - 5:15PM

Closed Session to Precede the Regular Session – 4:00PM

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/89028286111?pwd=a1diNzBjc3BRYWdjSUtsZGZpU2gyQT09>

Zoom Link Passcode: SSCWD

Or Telephone: Dial + 1 (669) 444-9171 and when prompted enter Meeting ID: 890 2828 6111

Dial in Passcode: 866864

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 accommodations 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 Brown _____, Vice-President Mauro _____,

Director Parker _____, Director Alcorn _____, and Director Buzzetta _____.

- 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 @ 4:00PM

C. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS:

1. Conference with Legal Counsel – Pending Litigation (§ 54956.9):

1. *County of San Benito vs. SSCWD*, San Benito County Superior Court Case No. CU-20-00068, StatusUpdate.

2. Conference with Legal Counsel – Liability Claims (§ 54956.95):

1. Claimant – Bryan & Jacki Leung

3. Management Compensation/Benefits (§ 54957.8) – Title: Unrepresented Management Staff Classifications

4. Public Employee Performance Review (§ 54957) – Title: General Manager

REGULAR SESSION @ 5:15PM

D. PLEDGE OF ALLEGIANCE

E. REPORT IN OPEN SESSION ACTION TAKEN IN CLOSED SESSION

1. November 2, 2023 Special Meeting – Board of Directors
2. November 17, 2023 Special Meeting – Water & Wastewater Committee
3. November 21, 2023, Regular Meeting – Board of Directors

- 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 comment¹ 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 request that the Board President 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 Board² on these items, not to exceed 3 minutes, when the Board reviews each pulled item.
1. Approve Minutes of the Regular Board Meeting of October 17, 2023 (page 1)
 2. Receive and Accept Allowance of Claims for Disbursements from October 1, 2023 Through October 31, 2023. (page 8)
 3. Associate Engineer Monthly Status Report – (October Report Not Available)
 4. Receive and Accept Finance Manager Monthly Status Reports:
 - a) Narrative Report (page 13)
 - b) Operation Summary (page 20)
 - c) Statement of Income (page 23)
 - d) Investment Summary (page 25)
 - e) Board Designated Reserves (page 26)
 5. Receive and Accept Superintendent Monthly Status Reports:
 - a) Maintenance (page 27)
 - b) City Meter Reading (page 34)
 - c) Groundwater Level Measurement (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 Board² on these items as the Board reviews each item when directed to do so.

1. Receive the Audit Report/Presentation By Patricia Kaufman, CPA/Partner, With McGilloway, Ray, Brown & Kaufman On June 30, 2022 Audit. (Not A Project Under CEQA Per Article 20, Section 15378). (page 37)
2. Approve And Authorize The Board President To Sign Resolution 597, Adopting A Salary Scale Adjustment Of All Management Classifications Along With Incentive Pay Increases For Management Staff Who Acquire CWEA Certifications. (Not A Project As Defined By Article 20, Section 15378 Of The State CEQA Guidelines). (page 110)

J. STATUS REPORT

1. Governance Committee (JP, JB) – (No Meeting)
2. Water / Wastewater Committee (JP, JB) – (Meeting Held Nov. 20, 2023, **Conference with Legal Counsel – Pending Litigation (§ 54956.9):**
 1. *County of San Benito vs. SSCWD*, San Benito County Superior Court Case No. CU-20-00068, StatusUpdate.
3. Finance Committee (EM, MA) – (No Meeting)
4. Policy and Procedure Committee (JP, JB)– (No Meeting)
5. Personnel Committee (DB, EM) – (Meeting Held Nov. 9, 2023, Review of Management compensation proposal.)
6. Water Resources Association of San Benito County (MA, Alt. JP) – (No Meeting)

K. BOARD and STAFF REPORTS

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

L. FUTURE AGENDA ITEMS:

1. Willow Landing Development Agreement
2. Fairview Corners Development Agreement

3. Gavilan College Development Agreement
4. San Benito County/SSCWD – Cielo Vista Sewer Collection Agreement

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 – December 19, 2023 @ 5:15 p.m., District Office

AGENDA DEADLINE: December 13, 2023 @ 12:00 p.m.

Future Scheduled Committee Meetings

Water Resources Association of San Benito County – December 7th, 2023 @ 4pm

¹ 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.

² 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.