

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

Thursday, December 13, 2007

The meeting was called to order at 6:05 p.m.

1. ROLL CALL:

Directors Present:

Perry Bautista
Thomas Chambers
Robert Craig
Robert Webster
Janet Medina

Directors Absent: None

Staff Present:

General Manager, Darryl Barrow
Attorney, Michael Conneran
Patricia Mairena
Luz Noto
John Kennedy
Carlos Arias
Lloyd Chang

Visitors Present:

May Chang
Sue Craig
Sergio Medina

2. PLEDGE OF ALLEGIANCE: Led by Director Craig.

3. OATH OF OFFICE FOR DIRECTORS: Craig, Medina & Webster.

General Manager Barrow administered the Oath of Office to Directors Craig, Medina and Webster.

President Bautista declared recess at 6:16 p.m.
Meeting was reconvened at 7:30 p.m.

4. ELECTION OF OFFICERS:

President Bautista declared the office for President vacant and opened the floor for nominations.

Director Craig moved to nominate Director Medina for President, seconded by Director Chambers.

With no other nominations for President, the motion was carried unanimously.

President Medina declared the floor open for nominations for Vice President.

Director Bautista moved to nominate Director Craig for Vice President, seconded by Director Chambers.

With no other nominations for Vice President, the motion was carried unanimously.

5. PRESENTATION BY DIRECTOR MEDINA:

President Medina presented outgoing President Bautista with a plaque and district jacket for his dedication and outstanding work on the Board as President.

President Medina presented Office Supervisor, Patricia Mairena with a plaque for 20 years of service with the District.

6. CONSENT CALENDAR:

Director Craig moved to approve the consent calendar, seconded by Director Webster.

The motion was carried unanimously.

7. PUBLIC COMMENT: None.

8. BUSINESS (OLD): None.

9. BUSINESS (NEW):

A. Review/Approve Bids for Standby Power Generator Project.

General Manager Barrow reported that the District had received 4 bids for the Standby Power

Generator Project. Mr. Barrow stated that the generator for the Westborough Water Pump Station had been removed from the bid packet because it would not meet the noise level requirements. Mr. Barrow stated the bid packet included one new standby power generator for the Westborough and Rowntree Sewer Lift Station. Mr. Barrow indicated that the low bidder was John Clay Engineering with a bid of \$258,000. Mr. Barrow recommended that the Board approve the low bidder pending approval from Air Quality Control Board and the City of South San Francisco.

Director Webster moved to approve the bid from John Clay Engineering pending approval from Air Quality Control Board and the City of South San Francisco, seconded by Director Craig.

The motion was carried unanimously.

10. WRITTEN COMMUNICATION: None.

11. ATTORNEY'S REPORT: None.

12. GENERAL MANAGER'S REPORT:

A. Report on Skyline Tank Project.

General Manager Barrow reported that the contractor should be through painting the tank in the next few weeks and have a few items left to complete.

B. Report on Main Break on Farnee Court.

General Manager Barrow reported that there was a main break on Farnee Court that the District staff had repaired. Mr. Barrow passed out pictures of the repair to the Board.

C. Report on Broken Window at District Office.

General Manager reported that someone had broken one of the windows to the pump room. Mr. Barrow stated that the District filed a police report and police indicated that they would make more patrols in the area.

13. ITEMS FROM BOARD OF DIRECTORS:

A. Report on the ACWA/JPIA Conference.

President Medina and Director Bautista reported on the ACWA/JPIA Conference and thanked the Board for allowing them to attend.

B. Christmas Board Meeting.

Director Craig requested that General Manager Barrow commend the staff for their hard work and attending the Christmas Board meeting.

14. CLOSED SESSION: None

15. ADJOURNMENT:

Director Bautista moved to adjourn, seconded by Director Webster.

The motion was carried unanimously.

Time 8:06 p.m.

Secretary

President

Date