



Board Meeting Agenda

FEBRUARY 11, 2016
10:00 a.m.
2nd Floor - Yosemite Conference Room
156 S. Broadway, Turlock CA

Table with 4 columns: Chair (Chris Vierra), Vice Chair (Gary Soiseth), Director (Ken Lane), Director (Amy Bublak), Interim General Manager (Michael Brinton), Board Secretary (Jennifer Land), Interim Legal Counsel (Phaedra A. Norton)

NOTICE REGARDING NON-ENGLISH SPEAKERS: The Stanislaus Regional Water Authority (SRWA) meetings are conducted in English and translation to other languages is not provided. Please make arrangements for an interpreter if necessary.
EQUAL ACCESS POLICY: If you have a disability which affects your access to public facilities or services, please contact the Board Secretary. The Board is committed to taking all reasonable measures to provide access to its facilities and services. Please allow sufficient time for the Board to process and respond to your request.
NOTICE: Pursuant to California Government Code Section 54954.3, any member of the public may directly address the Stanislaus Regional Water Authority Board on any item appearing on the agenda, including Consent Calendar and Scheduled items, before or during the Board's consideration of the item.
AGENDA PACKETS: Prior to the Stanislaus Regional Water Authority Board meeting, a complete Agenda Packet is available for review on the SRWA's website at www.stanrwa.org and in the Board Secretary's Office at 156 S. Broadway, Suite 230, Turlock, during normal business hours. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are also available for public inspection in the Board Secretary's Office. Such documents may be available on the SRWA's website subject to staff's ability to post the documents before the meeting.

- 1. A. CALL TO ORDER
2. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, ANNOUNCEMENTS & PRESENTATIONS:
A. Appointment: Contract Program Management Selection Committee (Chair Vierra & Brinton)
- Establish a selection committee to screen/review the proposals for Contract Program Management services
- Identify the selection process to include, but not be limited to, a presentation to the Board by the top firms/candidates
3. A. SPECIAL BRIEFINGS: None

B. STAFF UPDATES

1. Interim General Manager Updates (*Brinton*)
 - Request for Proposals (RFP) for Contract Program Management Services
 - Interest in Participation letters
 - Site tours/visits; locations, dates, and times
2. Finance Director Updates (*Jacobs-Hunter*)

C. CONSULTANT UPDATES:

1. Environmental Consultant Updates (*Horizon Water and Environment, Stevenson*)

D. PUBLIC PARTICIPATION

This is the time set aside for members of the public to directly address the Stanislaus Regional Water Authority Board on any item of interest to the public that is within the subject matter jurisdiction of the SRWA and to address the Board on any item on the agenda, including Consent Calendar items. You will be allowed five (5) minutes for your comments. If you wish to speak regarding an item on the agenda, you may be asked to defer your remarks until the Board addresses the matter.

No action or discussion may be undertaken on any item not appearing on the posted agenda, except that the Board may refer the matter to staff or request it be placed on a future agenda.

4. DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS

5. CONSENT CALENDAR

Information concerning the consent items listed hereinbelow has been forwarded to each Board member prior to this meeting for study. Unless the Chair, a Board member or member of the audience has questions concerning the Consent Calendar, the items are approved at one time by the Board. The action taken by the Board in approving the consent items is set forth in the explanation of the individual items.

A. *Motion*: Accepting minutes of Regular Meeting of January 28, 2016

6. PUBLIC HEARINGS: None

7. SCHEDULED MATTERS

A. Request to provide direction to staff regarding the recruitment and selection process for the General Manager position. (*Brinton*)

Recommended Action:

Motion: Providing direction to staff regarding the recruitment and selection process for the General Manager position

8. MATTERS TOO LATE FOR THE AGENDA

9. BOARD ITEMS FOR FUTURE CONSIDERATION

10. BOARD COMMENTS

Board members may provide a brief report on notable topics of interest. The Brown Act does not allow discussion or action by the legislative body.

11. NEXT MEETING DATE: February 25, 2016 – *Regular Meeting*

12. CLOSED SESSION: None

13. ADJOURNMENT



STANISLAUS REGIONAL WATER AUTHORITY
156 S. Broadway, Ste. 230, Turlock, CA 95380
209-668-5540 (p) 209-668-5668 (f)

JANUARY 28, 2016
10:00 a.m.
2nd Floor – El Capitan Room
156 S. Broadway, Turlock CA



DRAFT

Minutes
Regular Meeting
SRWA Board

1. A. CALL TO ORDER: Chair Vierra called the meeting to order at 10:05 a.m.
PRESENT: Chair Vierra, Vice Chair Soiseth, Director Lane, and Director Bublak
ABSENT: None

2. PROCLAMATIONS, PRESENTATIONS, RECOGNITIONS, ANNOUNCEMENTS & APPOINTMENTS: None

3. A. SPECIAL BRIEFINGS: None

A. STAFF UPDATES:

1. Interim General Manager Report

Interim General Manager Michael Brinton provided updates regarding the TAC meeting held on January 22, 2016, the RFP process for Contract Program Management services, Interest in Participation letters, and upcoming site visits/tours. Mr. Brinton also noted that an item will be brought forth at the next Board meeting to discuss the General Manager position.

Board Secretary Jennifer Land noted that she has been in contact with staff from Modesto Irrigation District (MID) and South San Joaquin Irrigation District (SSJID) to discuss details for arranging site visits/tours. Ms. Land solicited the Board for potential dates and times to assist with developing a schedule.

Board Secretary Jennifer Land informed the Board about the upcoming submission date for annual renewals of the FPPC Form 700 – Statement of Economic Interest, noting that she will be working with the Board members and staff to gather the necessary information for meeting this requirement.

2. Finance Director Report

Finance Director Kellie Jacobs-Hunter advised that she has been in contact with SRWA's previous Finance Director (City of Modesto) and is awaiting accounting documentation to assist with restructuring the budget.

C. CONSULTANT UPDATES: None

D. PUBLIC PARTICIPATION: None



DRAFT

4. DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS: None



5. CONSENT CALENDAR:

Action: Motion by Director Lane, seconded by Vice Chair Soiseth, to adopt the consent calendar. Motion carried 3/1 by the following vote:

Chair Vierra	Vice Chair Soiseth	Director Lane	Director Bublak
Not Participating	Yes	Yes	Yes

A. *Motion:* Accepting minutes of Regular Meeting of January 14, 2016.

6. PUBLIC HEARINGS: None

7. SCHEDULED MATTERS: None

8. MATTERS TOO LATE FOR THE AGENDA: None

9. BOARD ITEMS FOR FUTURE CONSIDERATION

Director Lane suggested that future meetings be cancelled if the agenda is light and non-pressing. Chair Vierra commented that he will work with the Vice Chair and Board Secretary to determine the necessity of a meeting or whether to postpone. Vice Chair Soiseth stated that he is in agreement as long as pertinent information is provided to interested parties and the momentum continues.

10. BOARD COMMENTS: None

11. NEXT MEETING DATE: February 11, 2016 – Regular Meeting

Vice Chair Soiseth noted that he will not be in attendance at the February 11, 2016 meeting, but will arrange teleconferencing and posting requirements with the Board Secretary.

12. CLOSED SESSION: None.

13. ADJOURNMENT:

Chair Vierra adjourned the meeting at 10:25 a.m.

RESPECTFULLY SUBMITTED

Jennifer Land
Board Secretary



From: Michael Brinton, Interim General Manager

Prepared by: Michael Brinton, Interim General Manager

1. ACTION RECOMMENDED:

Motion: Providing direction to staff regarding the recruitment and selection process for the General Manager position

2. DISCUSSION OF ISSUE:

The position of General Manager of the SRWA is currently being filled on an interim basis with an in-house employee from the City of Ceres. With limited activity, this option seems to be working well. The activity to date has typically amounted to two to three hours per day.

As the workload increases, the activity level for the General Manager position will also increase. It will be necessary to determine if our current arrangement is adequate and should continue, or if a more permanent position solely dedicated to the project should be established.

There are several options to assist with the recruitment and selection process. Options include, but are not limited to, the following:

Timing:

- A. Wait until the Program Manager is retained and analyze the workload at that time.
- B. Proceed now with the recruitment and selection so that the General Manager is prepared to assist the Program Manager.

Recruitment and selection process:

- A. Facilitate an open recruitment.
- B. Facilitate an invitation only recruitment with individuals who we know are qualified.

3. FISCAL IMPACT / BUDGET AMENDMENT:

None at this time.

4. INTERIM GENERAL MANAGER'S COMMENTS:

Direct staff to develop a list of interested parties.

5. ENVIRONMENTAL DETERMINATION:

N/A

6. ALTERNATIVES: None