
B O A R D O F D I R E C T O R S

R E G U L A R M E E T I N G

S E P T E M B E R 2 4 , 2 0 0 9



A G E N D A

SOUTH COAST WATER DISTRICT
Meeting Location:
City of Dana Point Council Chamber
33282 Golden Lantern
Dana Point, CA 92629
Thursday, September 24, 2009
6:00 p.m.

IN ACCORDANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2, THIS AGENDA HAS BEEN POSTED IN THE MAIN LOBBY OF THE DISTRICT'S ADMINISTRATIVE OFFICES NOT LESS THAN 72 HOURS PRIOR TO THE MEETING DATE AND TIME ABOVE. ALL WRITTEN MATERIALS RELATING TO EACH AGENDA ITEM ARE AVAILABLE FOR PUBLIC INSPECTION IN THE OFFICE OF THE BOARD SECRETARY.

IN THE EVENT ANY MATTER NOT LISTED ON THIS AGENDA IS PROPOSED TO BE SUBMITTED TO THE BOARD FOR DISCUSSION AND/OR ACTION, IT WILL BE DONE IN COMPLIANCE WITH SECTION 54954.2(b) AS AN EMERGENCY ITEM OR BECAUSE THERE IS A NEED TO TAKE IMMEDIATE ACTION, WHICH NEED CAME TO THE ATTENTION OF THE BOARD SUBSEQUENT TO THE POSTING OF THE AGENDA, OR AS SET FORTH ON A SUPPLEMENTAL AGENDA POSTED IN THE MANNER AS ABOVE, NOT LESS THAN 72 HOURS PRIOR TO THE MEETING DATE.

A. PLEDGE OF ALLEGIANCE..... Director Gardner

B. ROLL CALL OF BOARD MEMBERS

- President Richard Dietmeier
- Vice President Robert Moore
- Director Richard Gardner
- Director Ingrid McGuire
- Director Wayne Rayfield

C. ORAL COMMUNICATIONS / PUBLIC COMMENTS

All persons wishing to address the Board on specific agenda items or matters of general interest should do so at this time by completing a "Request to Speak" form available at the door. The completed "Request to Speak" form is to be submitted to the secretary prior to an individual being heard by the Board. Members of the public who wish to discuss consent calendar items should do so at this time. **As determined by the President, speakers may also be heard following the Staff Report on each item and remarks may be limited to three (3) minutes.** Matters of interest addressed by a member of the public and not listed on this agenda cannot have action taken by the Board except as authorized by Government Code Section 54954.2(b).

D. CONSENT CALENDAR

All matters listed under Consent Calendar are considered by the Board of Directors to be routine and will all be enacted by one motion by the form listed below. There will be no separate discussion of the items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed and/or removed from the Consent Calendar for separate discussion. Staff reports will only be given if items are pulled from the Consent Calendar.

Members of the public who wish to discuss a Consent Calendar Item should do so under Oral Communications/Public Comments.

Recommended Action: Motion to approve Consent Calendar Item(s).

Consent Calendar (Items 1 - 7)**1. *Approval of Board Minutes***

- a. Regular Meeting of August 27, 2009

Recommended Action: If no corrections or amendments, minutes will be deemed approved as submitted and be so ordered by the President

- 2. *Leave of Absence:*** Permission to leave the State (this grants authority of any Director to be absent from the State and the performance of duties, if necessary, for a period of more than sixty (60) days)

3. *Schedule of Checks and Expenditures*

- a. Expenditures for SCWD for the period of 8/1/09 through 8/31/09

- General Funds and Restricted Funds

Recommended Action: That the Board of Directors ratify all payments made for expenditures authorized by the approved South Coast Water District budget for FY 2008/09 as presented in the Schedule of Checks and Expenditures for the period of August 1, 2009 through August 31, 2009.

- b. Expenditures for JRWSS for the period of 8/1/09 through 8/31/09

- JRWSS Contracts Operations

Recommended Action: That the Board of Directors ratify all payments made for expenditures authorized by the approved Joint Regional Water Supply System budget for FY 2008/09 as presented in the Schedule of Checks and Expenditures for the period of August 1, 2009 through August 31, 2009.

4. *Financial Statements for Year Ending June 30, 2009*

Recommended Action: The Administration & Finance Committee recommend that the Board of Directors accept the Audited Financial Report and Management Recommendations for the Year Ended June 30, 2009 for South Coast Water District and the Joint Regional Water Supply System and to approve the distribution thereof.

5. *Water Distribution Systems Repairs Summary*

Recommended Action: Information item.

6. *Sewer Rehabilitation Program Summary*

Recommended Action: Information item.

7. [Sewer Cleaning / Maintenance Progress Report](#)

Recommended Action: Information item.

E. NEW BUSINESS

8. Classification and Total Compensation Study Report

[Staff Report](#) re: Koff and Associates Study
Questions of Staff
Public Comments
Director Discussion

Recommended Action: That the Board approve:

- The Koff report as the compensation policy of the District.
- Pay ranges implemented over a three-year period to attain the 60th percentile.
 - (a) Submit plan in budget cycle that would be in line with 7 - 8% of the total budgeted wages.
 - (b) Adopt annual COLA increases to maintain market standing/remain competitive within industry.
- Pay range classifications below market revised over a three-year period.
- Maintain the classification plan as per the Koff Report.

F. ITEMS TO BE CONSIDERED AT NEXT MEETING

Board of Directors to identify specific items for consideration at the next regular Board of Director's meeting. The Board President shall assist staff in the preparation of the agenda for the next regular Board meeting. Items shall appear on the agenda if a consensus of the Board is to place an item on the agenda for consideration.

G. CONSIDERATION OF MEETING REQUESTS THAT ARE OUTSIDE OF DISTRICT ORDINANCE 200

AB 1234 requires that Board Members who desire to be paid a per diem for attendance at events or meetings that are not identified by District Ordinance must get approval from the Board in advance of the event or meeting to be eligible for the per diem fee.

H. ORAL COMMENTS /STAFF, CONSULTANTS

There will be a time limit of three (3) minutes per person. The Directors, General Manager, District Counsel and/or Consultants may present oral reports on miscellaneous matters of general interest to the Directors which are not set forth specifically on the agenda. These reports are for information only and no action is required or permissible by the Directors.

District Counsel Betty Burnett
Director of Engineering Bob Clark
Director of Operations Joe McDivitt
Director of Finance, Carolyn Rynda
Director of Property Development Joe Sovella

I. ORAL COMMENTS/BOARD GOVERNANCE; DIRECTORS, GENERAL MANAGER

There will be a time limit of three (3) minutes per person. The Directors, General Manager, District Counsel and/or Consultants may present oral reports on miscellaneous matters of general interest to the Directors which are not set forth specifically on the agenda. These reports are for information only and no action is required or permissible by the Directors.

President Richard Dietmeier
Vice President Robert Moore
Director Richard Gardner
Director Ingrid McGuire
Director Wayne Rayfield
General Manager Michael Dunbar

J. AGENCY REPORTS

The Directors will present oral reports on meetings they attended in the past month with affiliated agencies and organizations

President Richard Dietmeier
Vice President Robert Moore
Director Richard Gardner
Director Ingrid McGuire
Director Wayne Rayfield

K. ADJOURNMENT

Accommodations for the Disabled. The Board of Directors Meeting Room is wheelchair accessible. If you require any special disability related accommodations, please contact the South Coast Water District Secretary's office at (949) 499-4555 ext. 3150 at least seventy-two (72) hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

Written materials related to Board Agenda. At the time of the posting of the agenda for regular and special Board meetings, the entire agenda packet is available for public review at the District's Administrative Offices at 31592 West Street, Laguna Beach, California. Pursuant to Government Code Section 54957.5 any writing that is distributed to the Board of Directors after the posting of a regular or special meeting agenda shall also be made immediately available to the public at the District's Administrative Offices. Written materials distributed by members of the public at a South Coast Water District Board meeting shall be made available immediately following the meeting.