



## SAN LORENZO VALLEY WATER DISTRICT

### BOARD OF DIRECTORS SPECIAL AGENDA June 1, 2018

**MISSION STATEMENT:** Our Mission is to provide our customers and future generations with reliable, safe and high quality water at an equitable price; to create and maintain outstanding service and community relations; to manage and protect the environmental health of the aquifers and watersheds; and to ensure the fiscal vitality of the San Lorenzo Valley Water District.

Notice is hereby given that a special meeting of the Board of Directors of the San Lorenzo Valley Water District will be held on **Friday, June 1, 2018 at 3:30 p.m.**, 13057 Highway 9, Boulder Creek, California.

*In compliance with the requirements of Title II of the American Disabilities Act of 1990, the San Lorenzo Valley Water District requests that any person in need of any type of special equipment, assistance or accommodation(s) in order to communicate at the District's Public Meeting can contact the District Secretary's Office at (831) 430-4636 a minimum of 72 hours prior to the scheduled meeting.*

*Agenda documents, including materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet, are available for public inspection and may be reviewed at the office of the District Secretary, 13060 Highway 9, Boulder Creek, CA 95006 during normal business hours. Such documents are also available on the District website at [www.slvwd.com](http://www.slvwd.com) subject to staff's ability to post the documents before the meeting.*

1. Convene Meeting/Roll Call

2. Additions and Deletions to Open Session Agenda:

*Additions to the Agenda, if any, may only be made in accordance with California Government Code Section 54954.2 (Ralph M. Brown Act) which includes, but is not limited to, additions for which the need to take action is declared to have arisen after the agenda was posted, as determined by a two-thirds vote of the Board of Directors (or if less than two-thirds of the members are present, a unanimous vote of those members present).*

3. Oral Communications:

*This portion of the agenda is reserved for Oral Communications by the public for items which are not on the agenda. Please understand that California law (The Brown Act) limits what the Board can do regarding issues raised during Oral Communication. No action or discussion may occur on issues outside of those already listed on today's agenda.*

*Any person may address the Board of Directors at this time, on any subject that lies within the jurisdiction of the District. Normally, communication must not exceed three (3) minutes in length, and individuals may only speak once during Oral Communications.*

*If you wish to speak on a non-agendized item, please submit a 'speaker slip' to the District Secretary. It is not required, but individuals who have submitted a 'speaker slip' will be given priority. Time for Oral Communications at the start of the meeting will be limited to 15 minutes in total. If there are additional speakers, the Board will continue Oral Communications after the Consent Agenda.*

*Any Director may request that a matter raised during Oral Communication be placed on a future agenda.*

4. New Business:

- a. VACANCY IN AN ELECTIVE OFFICE OF THE BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT  
Discussion and possible action by the Board regarding the vacancy in an  
elective office of the SLVWD Board.

5. Additions and Deletions to Closed Session Agenda:

*Additions to the Agenda, if any, may only be made in accordance with California Government Code Section 54954.2 (Ralph M. Brown Act) which includes, but is not limited to, additions for which the need to take action is declared to have arisen after the agenda was posted, as determined by a two-thirds vote of the Board of Directors (or if less than two-thirds of the members are present, a unanimous vote of those members present).*

6. Oral Communications Regarding Item in Closed Session:

*This portion of the agenda is reserved for Oral Communications by the public for items which are on the Closed Session portion of the Agenda. Any person may address the Board of Directors at this time, on Closed Session items. Normally, presentations must not exceed three (3) minutes in length, and individuals may only speak once during Oral Communications. No actions may be taken by the Board of Directors on any Oral Communications presented; however, the Board of Directors may request that the matter be placed on a future agenda. Please state your name and town/city of residence at the beginning of your statement for the record.*

7. Adjournment to Closed Session

*At any time during the regular session, the Board may adjourn to Closed Session in compliance with, and as authorized by, California Government Code Section 54956.9 and Brown Act, Government Code Section 54950. Members of the public will be given the opportunity to address any scheduled item prior to adjourning to closed session.*

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code Section 54957  
Title: District Manager

Closed Session Note:

**The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending**

**lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waive of the privilege.**

8. Reconvene to Open Session
9. Report Actions Taken in Closed Session
10. Adjournment

**Certification of Posting**

I hereby certify that on May 24, 2018 I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California said time being at least 24 hours in advance of the special Meeting of the Board of Directors of the San Lorenzo Valley Water District (Government Code Section 54954.2).

Executed at Boulder Creek, California on May 24, 2018.

\_\_\_\_\_  
Holly B. Hossack  
District Secretary

# MEMO

To: Board of Directors

From: District Manager

Subject: VACANCY IN AN ELECTIVE OFFICE OF THE BOARD OF DIRECTORS  
SAN LORENZO VALLEY WATER DISTRICT

Date: June 1, 2018

## **RECOMMENDATION:**

It is recommended that the Board of Directors review this memo and by motion of the Board, direct staff to notice a vacancy in an elective office of the Board of Director's in accordance with applicable provisions of the California Government Code Sections 1770-1782.

## **BACKGROUND:**

By correspondence dated, May 23, 2018, Eric Hammer has submitted notice of his resignation from the San Lorenzo Valley Water District Board of Directors as of May 23, 2018. (See Attachment 1.) Director Hammer was first elected to the San Lorenzo Valley Water District Board of Directors in November 2014 and has served continuously since.

Pursuant to California Government Code Section 1780, in the event of a vacancy in an elective office on a governing board of a special district the remaining board members may fill the vacancy by appointment within sixty (60) days of the effective date of the vacancy. Therefore, appointment to fill the vacancy must occur prior to July 22, 2018. Notice of the vacancy must be posted in three or more conspicuous places in the District at least fifteen (15) days prior to the appointment. Further, the San Lorenzo Valley District Board of Director's Policy requires establishing a closing date for the receipt of applications for the vacancy.

Due to the fact that this is an election year and the Board will need to file a Notice of Election to the County Clerk no later than July 4, 2018, it is recommended that the Board of Directors fill the vacancy in the elective office of the Board of Directors by appointment and establish June 14, 2018, 5:00 p.m. as the closing date for the receipt of applications. (See Attachment 2.) Pursuant to the Board of Directors Policy Manual

applicants would be scheduled for interview at the June 21, 2018 Board of Directors Meeting. Appointment may be made at the June 21, 2018 Board of Director's Meeting.

STRATEGIC PLAN:

Element 6.0 Public Affairs

Element 9.0 Administrative Management

FISCAL IMPACT:

TBD

## Attachment 1

**From:** Eric Hammer <[REDACTED]>  
**Date:** May 23, 2018 at 10:42:27 AM PDT  
**To:** Charles Baughman <[REDACTED]>  
**Cc:** Brian Lee <[blee@slvwd.com](mailto:blee@slvwd.com)>

Dear Board Colleagues, Water District Staff and Members of the Community,

I am hereby officially resigning from my elected position as a member of the SLVWD Board of Directors, effective immediately.

At this time, I am facing personal health issues and need to focus my attention on my personal well-being.

It has been an honor to serve you. I am grateful for having had the opportunity to contribute to my community in this way.

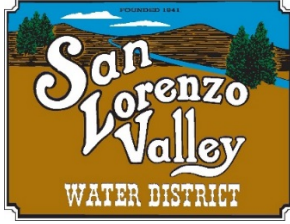
Sincerely,

Eric Hammer

Attachment 2

VACANCY IN OFFICE OF DIRECTOR  
PROPOSED SCHEDULE OF EVENTS

<u>DATE</u>	<u>ACTION</u>
June 1, 2018	Board directs vacancy to be filled by appointment.
June 4, 2018	Staff posts Notice of Vacancy in accordance with Government Code Section 1780.
June 7, 2018	Last day to notify County Clerk of vacancy in accordance with Government Code Section 1780.
June 14, 2018	Closing date for the receipt of applications.
June 21, 2018	Interview of applicants; possible appointment.
July 3, 2018	Last date for filing Notice of Election to County Clerk.
July 6, 2018	If appointment is made on June 21, 2018, last day to notify County Clerk of appointment pursuant to Government Code Section 1780.
November 6, 2018	2018 Elections.



# Notice of Vacancy

Interested persons are hereby notified that pursuant to Government Code §1780 there is a vacancy on the

**SAN LORENZO VALLEY WATER DISTRICT**

**Board of Directors**

The position to be filled is for a term ending when the November 2018 election results are certified.

The seat will go to election in  
November 2018 for a new 4-year term.

Applications are available at the SLVWD Office located at:

13060 Highway 9, Boulder Creek, CA

On our website:

[www.slvwd.com](http://www.slvwd.com)

By contacting the District Secretary:

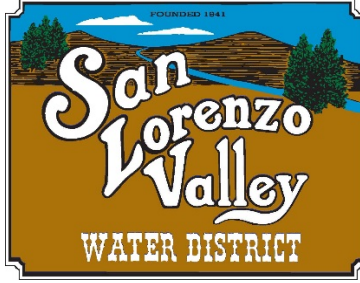
[hmorrison@slvwd.com](mailto:hmorrison@slvwd.com)

(831) 430-4636

**Applications are due June 14, 2018 by 5:00 pm**

Pursuant to Gov. Code §1780, this notice will be posted for 15 days in 3 or more conspicuous locations in the District from June 4 - June 21, 2018





# Application for Appointment to Fill a Vacancy on the San Lorenzo Valley Water District Board of Directors

## Instructions:

If you are interested in serving as a Director on the San Lorenzo Valley Water District Board, please complete this application and return it to the District Secretary, 13060 Highway, Boulder Creek, CA 95006 or [hmorrison@slvwd.com](mailto:hmorrison@slvwd.com).

**Due Date is June 14, 2018 by 5:00 pm**

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Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address where you live: \_\_\_\_\_

Mailing address (if different): \_\_\_\_\_

Phone (daytime): \_\_\_\_\_ Phone (evening): \_\_\_\_\_

Email: \_\_\_\_\_

## **Statement of Qualifications:**

Please complete this section or attach a current resume.

**EDUCATION:**

Institution	Major	Degree	Year

**WORK/VOLUNTEER EXPERIENCE:**

Organization	City	Position	From	To

**Letter of Interest:**

Please briefly describe your qualifications and why you are interested in serving on the Board of Directors.

**Certification:**

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date