



Regular Board Meeting  
Tuesday, May 1, 2018, 7:00 p.m.

**1. CALL TO ORDER**

**1.A. BOARD ROLL CALL**

**1.B. PLEDGE OF ALLEGIANCE**

**2. APPROVAL OF AGENDA**

**3. VOLUNTEER APPRECIATION**

Sixth Grade Tours -  
Christine Speer  
Organized educational items prior to Oakley Science Week -  
Hannah Paz  
Brooke Ungaretti  
R.J. Rivasplata  
Chloe Zimmerman  
Sasha Ahmed  
Volunteered at Oakley Science Week -  
Hannah Paz  
Brooke Snyder  
Eric - Freedom High School Volunteer

**4. STAFF RECOGNITION**

WRF - Plant of the Year  
Louis Solana - Supervisor of the Year  
Roni Gehlke - Community Engagement and Outreach Person of the Year, Newsletter of the Year,  
Outreach Project of the Year

**5. PUBLIC COMMENTS**

At this time, the public may address the Board on subjects not on the agenda. Comments may not exceed three (3) minutes in length. While State Law prohibits Board action or discussion on any item not on the agenda, members of the Board may briefly respond to statements or questions from members of the public, provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting, or take action to direct staff to place a matter on a future agenda. Members of the public are asked to submit a speaker card for public comment in advance of the Chair calling for public comments.

**6. CONSENT CALENDAR**

Consent Calendar items are considered routine and will be adopted in one single motion with no separate discussion of the items. Directors or members of the public can request that specific items be removed from the Consent Calendar. When item(s) are removed, the Board will adopt the remaining Consent Calendar items in one single motion. After approval of the Consent Calendar, the Board will take action on pulled items as Business Before the Board.

**6.A. APPROVAL OF MINUTES OF THE APRIL 3, 2018 ISD REGULAR BOARD MEETING**

Documents:

*MINUTES 4.3.2018 DRAFT.PDF*

**6.B. APPROVAL OF PAYMENT ORDER, REPORT ON FINANCIAL POSITION & OPERATING PERFORMANCE**

Documents:

*FINANCIAL NARRATIVE 3-31-18.PDF*  
*CHECKS LESS THAN 5,000.PDF*  
*CHECKS MORE THAN 5,000.PDF*  
*PAYROLL REGISTER 4-6-18.PDF*  
*PAYROLL REGISTER 4-20-18.PDF*

**6.C. ACCEPT AN AGREEMENT FOR ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS - DUARTE RANCH UNIT 2, TRACT NO. 9461 (46 LOTS)**

Documents:

*IMPROVEMENT AGREEMENT - DUARTE RANCH UNIT 2 TRACT NO. 9461.PDF*

**6.D. ADOPT THE REVISION AND RETITLING OF THE CLASSIFICATION OF ADMINISTRATIVE TECHNICIAN/RECORDS MANAGEMENT SPECIALIST TO ADMINISTRATIVE TECHNICIAN/RECORDS MANAGEMENT AND PROCUREMENT SPECIALIST AND APPROVE THE REVISED SALARY RANGE; AND APPROVE THE REVISED SALARY RANGE OF THE DISTRICT SECRETARY/OFFICE ADMINISTRATOR CLASSIFICATION**

Documents:

*STAFF REPORT - ADMINSTRATIVE TECH. -RECORDS MGMT. AND PROCUREMENT SPECIALIST - DIST. SEC. -OFF. ADMIN.PDF*  
*ADMIN TECHNICIAN-RECORDS MANAGEMENT AND PROCUEMENT SPECIALIST - FINAL DRAFT 4.24.18.PDF*  
*SALARY STEP SCHEDULE 5-1-18.PDF*

**7. BUSINESS BEFORE THE BOARD**

**7.A. CONSIDER BOARD MEMBER REQUEST TO CANCEL THE JUNE 19, 2018 PLANNING AND PROGRAMS MEETING - JERSEY ISLAND AND DETERMINE BOARD AVAILABILITY FOR THE JULY 3, 2018 REGULAR BOARD MEETING (Estimated Time 5 Minutes)**

**8. INFORMATIONAL ITEMS FROM STAFF (No Action Required)**

The following items are informational in nature. Staff is available to the Board and Public to provide any additional information requested.

**8.A. REPORT ON DISTRICT CASH AND INVESTMENT PORTFOLIO (Estimated Time 5 Minutes)**

Documents:

*INVESTMENT SUMMARY AND DISCUSSION 3-31-18.PDF*

**8.B. OUTREACH ACTIVITIES (Estimated Time 10 Minutes)**

Documents:

*STAFF REPORT - OUTREACH.PDF*

**9. GENERAL MANAGER AND STAFF REPORTS (Estimated Time 10 Minutes)**

Documents:

*GENERAL MANAGER AND STAFF REPORT MAY 2018.PDF*  
*CONNECTION REPORT.PDF*  
*4-18 HR RPT.PDF*  
*1ST Q 2018 GW MONITORING REPORT 1.PDF*

*ESMR COVER LETTER MARCH 2018.PDF*  
*MARCH 2018 WDR IRONHOUSE SANITARY DISTRICT MONITORING REPORT SUBMITTAL*  
*TRANSMITTAL FORM.PDF*  
*PRELIMINARY BID TABULATION - BACC BIDS OPENED 4-10-2018.PDF*  
*Q1 ESMR COVER LETTER 2018.PDF*  
*EMPLOYEE REIMBURSEMENT LOG.PDF*  
*RD 830 STATEMENT OF FINANCIAL POSITION 3-31-18.PDF*

## **10. BOARD MEMBER ADVISORY REPORTS (Estimated Time 5 Minutes)**

Documents:

*SCHEER DWD 3.28.2018.PDF*  
*MORGAN SDLF REPORT 4.17.2018.PDF*  
*MORROW OAKLEY CITY COUNCIL STRATEGIC PLANNING MEETING 4.17.2018.PDF*

## **11. GENERAL MANAGER ANNOUNCEMENTS (Estimated Time 5 Minutes)**

## **12. FUTURE AGENDA ITEMS FOR CONSIDERATION (Estimated Time 5 Minutes)**

## **13. ADJOURNMENT**

Members of the public may speak on any business item on the agenda. If you would like to speak, please submit a speaker card in advance and state your name and address when you begin speaking. Each speaker is limited to 3 minutes, except as the Board President may otherwise determine.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection at 450 Walnut Meadows Drive, Oakley, CA 94561 during normal working business hours.

ISD will provide reasonable accommodations for persons with disabilities who are planning to attend meetings if they contact Cecilia Goff, District Secretary at least 48 hours before the meeting at 925 809-3002.