

**1. CALL TO ORDER**

President Kaelker-Boor called the meeting to order at 7:32 pm.

**2. ROLL CALL AND APPROVAL OF AGENDA**

Directors Present: Michelle Kaelker-Boor, Keri Russo, Rebecca Yoder  
Directors Absent: Ken Colson  
Counsel Present: None  
Staff: Richard Tanaka, Thanh Nguyen, Mark Thomas & Company, Inc.

**Motion:** To Approve the Agenda

**Move:** Russo   **Second:** Yoder  
**Board vote:**   **Ayes,** Kaelker-Boor, Russo, Yoder  
                  **Noes,** None  
                  **Absent,** Colson

**3. PUBLIC COMMENTARY**

- A. Visitor Commentary – None
- B. Agency Representatives – None
- C. Board Commentary – None

**4. NEW BUSINESS**

- A. Workshop to Discuss Development of Capital Improvement Plan (CIP)

Manager Tanaka presented the exhibits depicting first and second year proposed CIP, aerial photo with the sewer mains in the backyard, and highlighted lots of clean-outs. The Board reviewed the proposed exhibits, capital improvement plan approach and discussed the following items:

- CIP could be financed possibly by bond or State loan.
- Public outreach process
  - How homeowners should be approached?
  - Who will go out and perform assessments?
  - What options are available to the homeowner and would it be necessary to set up meetings with homeowners?
  - Develop a typical approach for relocating sewer from backyard to the street
- Cleanouts condition assessment. Perform condition assessment of laterals with cleanouts only in the 1<sup>st</sup> and 2<sup>nd</sup> year CIP and properties with repeated blockage calls within last 2 years. Staff to notify property owners prior to performing these field investigations.

There was a consensus that District will need to develop a strong public outreach program for the CIP implementation. Staff to prepare newsletter for Board's review and continue CIP discussion at the next board meeting.

Call to Order

Roll Call and Approval of Agenda

Public Commentary

New Business

**5. ADJOURNMENT**

**Motion:** To adjourn meeting at 9:25 pm.

**Move:** Russo    **Second:** Yoder

**Board vote:**    **Ayes,** Russo, Kaelker-Boor, Yoder

**Noes,** None

**Absent,** Colson

**Abstain,** None

Approved: October 21, 2014

Respectfully Submitted,  
**Mark Thomas & Company, Inc.**

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Michelle Kaelker-Boor, President

District Manager  
Richard Tanaka

Adjournment