

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, April 8, 2008 - 7:00 p.m.**

- 1) **ROLL CALL:** President Ascher called the meeting to order at 7:00 p.m. Present at roll call were Directors Ken Coverdell, Jim Larimer and Bob Feldman. Vice President Chris Mickelsen was absent.

Also present were: David Dickson, General Manager; Tony Condotti, Legal Counsel; Joe Guistino, Superintendent of Operations; James Teter, District Engineer, JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS**

Connie Malach, President Mid-Coast Television (MCTV) – Stated that Mid-Coast Television is up and running with the new capability to provide web-streaming and video-on-demand services and that their website has been totally re-designed.

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending March 31, 2008 – Claims: \$579,896.78; Payroll: \$65,175.86 for a total of \$645,072.64
- B. Acceptance of Financial Reports
- C. Minutes of the March 11, 2008 Board of Directors Meeting
- D. Monthly Water Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report

- G. CCWD Monthly Sales by Category Report
- H. March 2008 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2008

President Ascher reported that he had reviewed the financial claims and found all to be in order.

**ON MOTION by Director Coverdell and seconded by Director Larimer, the Board voted as follows to accept the Consent Calendar in its entirety:**

Director Coverdell	Aye
Vice-President Mickelsen	Absent
Director Larimer	Aye
Director Feldman	Aye
President Ascher	Aye

**5) DIRECTOR COMMENTS / MEETINGS ATTENDED**

Directors Feldman and President Ascher each reported on the meetings and conferences they had recently attended.

**6) GENERAL BUSINESS**

- A. San Mateo Local Agency Formation Commission (LAFCo) - Municipal Service Review - Presentation by Martha Poyatos, Executive Officer

Mr. Dickson introduced this item, provided some of the background, and introduced Ms. Martha Poyatos, Executive Officer of the San Mateo Local Agency Formation Commission (LAFCo).

Ms. Poyatos provided an overview of the recent Municipal Services Reviews performed by their consultant, and explained LAFCo's expectations of receiving comments on the document from the local agencies that have been under study by LAFCo.

Charles Gardner, Montara Resident and President of Coastside Community First - Recapped the comments submitted by Coastside Community First to LAFCo on the draft Municipal Service Review.

Board discussion ensued, with Ms. Poyatos addressing a number of questions and comments from the Board. The Board then discussed the process for preparing and submitting the District's comments on the draft report to LAFCo, arriving at the decision to conduct a Special Meeting of the Board on April 14, 2008, in order for the Board to have an opportunity to discuss the report in further detail and formalize their review comments to submit to LAFCo.

**B. Phase 3 El Granada Pipeline Replacement Project - Contract Change Order No. 1**

Mr. Dickson explained the nature of the change order, which include revisions to the project jacking and boring location and addressed questions from the Board members.

**ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted as follows to accept staff's recommendation to approve Contract Change No. 1 to the pipeline construction contract with JMB Construction in the amount of \$55,121.00:**

Director Coverdell	Aye
Vice-President Mickelsen	Absent
Director Larimer	Aye
Director Feldman	Aye
President Ascher	Aye

**C. El Granada Pipeline Phase 3 Construction Progress Update**

Mr. Dickson reviewed the progress of the project with the Board and identified completed portions of the pipeline replacement on the project map.

**D. Fiscal Year 2007-2008 Third Quarter Budget Review**

Mr. Dickson referenced the staff report containing the status of the third quarter budget review, noting that the District's overall year-to-date financial performance is good, and that the lower expenses

have offset water sales revenues that have been about 6% below budget projections. He added that he anticipated that the District is expected to end the fiscal year on budget.

**7) GENERAL MANAGER’S REPORT, INCLUDING  
MONTHLY INFORMATIONAL REPORTS**

- A. Monthly Water Resources Report**
- B. Water Shortage and Drought Contingency Plan Update**
- C. Operations Report**
- D. District Engineer Work Status Report**

Mr. Guistino provided highlights on several points contained in his staff report and addressed a few questions from the Board.

Mr. Teter also provided a brief verbal update report on the continual progress of his current projects.

**8) ADJOURNMENT**

The meeting was adjourned at 9:32 p.m. The next meeting of the Coastside County Water District is scheduled for Tuesday, May 13, 2008.

Respectfully submitted,

---

David Dickson, General Manager  
Secretary of the Board

---

Everett Ascher, President  
Board of Directors  
Coastside County Water District