

*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

**MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING**

**Tuesday, November 10, 2009**

- 1) **ROLL CALL** - The Closed Session convened at 6:00 p.m. Present at roll call: President Mickelsen, Vice-President Feldman and Directors Everett Ascher and Jim Larimer. Also present: David Dickson, General Manager, and Patrick Miyaki, Legal Counsel.
  
- 2) **PUBLIC ANNOUNCEMENTS** - There were no public announcements.
  
- 3) **CLOSED SESSION**  
Pursuant to California Government Code Section §54956.9(b)  
Conference with Legal Counsel - Anticipated Litigation  
Significant Exposure to Litigation: One Case
  
- 4) **RECONVENE TO OPEN SESSION** - The Closed Session concluded at approximately 7:00 p.m., immediately prior to commencement of the regular meeting, at which time Patrick Miyaki announced that no action was taken during the closed session.

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**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, November 10, 2009**

- 1) **ROLL CALL:** President Mickelsen called the meeting to order at 7:07 p.m. Present at roll call: Vice-President Feldman, and Directors Everett Ascher and Jim Larimer.

Also present were: David Dickson, General Manager; Patrick Miyaki, Legal Counsel; Joe Guistino, Superintendent of Operations; Cathleen Brennan, Public Outreach/Program Development /Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC ANNOUNCEMENTS:** There were no public announcements.
- 4) **SPECIAL ORDER OF BUSINESS**

Resolution 2009-13 - A Resolution of the Board of Directors of the Coastside County Water District expressing gratitude to Everett Ascher for his leadership and dedicated service to the community in his capacity as a member of the CCWD Board of Directors.

President Mickelsen introduced this item, expressing his appreciation to Director Ascher for his seven years of service as a Board member of the District, which included time spent serving a term as President of the Board. He noted some of Director Ascher's accomplishments and his exceptional work in serving on several advisory committees.

Paul Perkovic, President of the Montara Water & Sanitary District (MWSD) Board of Directors - Stated that he appreciates the opportunity for MWSD-CCWD communication afforded by meetings between the Board Presidents which began during Director Ascher's presidency and looks forward to this practice continuing in the future.

President Mickelsen then read aloud Resolution 2009-13, recognizing Everett Ascher's accomplishments while serving the Coastside County Water District. Director Larimer and Vice-President Feldman each thanked Director Ascher and shared their comments about his many successes and accomplishments while serving on the CCWD Board. President Mickelsen also expressed his appreciation to Director Ascher.

**MOVED BY ACCLAMATION by President Mickelsen, the Board voted as follows, to adopt Resolution 2009-13 - A Resolution of the Board of Directors of the Coastside County Water District Expressing its Gratitude to Everett Ascher for his Leadership and Dedicated Service:**

<b>Director Coverdell</b>	<b>Absent</b>
<b>Vice-President Feldman</b>	<b>Aye</b>
<b>Director Larimer</b>	<b>Aye</b>
<b>Director Ascher</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Aye</b>

**5) CONSENT CALENDAR**

- A.** Requesting the Board to review disbursements for the month Ending October 31, 2009 - Claims: \$715,257.81; Payroll: \$109,564.13 for a total of \$824,821.94
- B.** Acceptance of Financial Reports
- C.** Minutes of the October 13, 2009 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.** October 2009 Leak Report
- I.** Rainfall Reports
- J.** San Francisco Public Utilities Commission Hydrological Conditions Report for October 2009
- K.** Water Service Agreement for 311 Church Street

Director Larimer reported that he had reviewed the monthly financial claims and found all to be in order. Vice-President Feldman noted that one of the reports contained within agenda item 5B, the Approved Capital Improvement Projects Report, was missing some total figures, which he requested be included in future reporting.

**ON MOTION by Director Ascher and seconded by Vice-President Feldman, the Board voted as follows, by roll call vote, to accept the Consent Calendar in its entirety:**

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

**6) MEETINGS ATTENDED / DIRECTOR COMMENTS**

Vice-President Feldman reported that he had attended a meeting of the Montara Water & Sanitary District (MWSD)/CCWD Mutual Interest Committee meeting, which he noted would be referenced in further detail under the General Manager's Report.

**7) GENERAL BUSINESS**

**A. Nunes Flocculator Drive Purchase**

Mr. Guistino provided the background of this item, explained the importance of the flocculators in the water treatment process, and answered a few brief questions from the Board members.

**ON MOTION by President Mickelsen and seconded by Director Ascher, the Board voted as follows, by roll call vote, to authorize the purchase and installation of three new flocculator drives for the Nunes Water Treatment Plant at a total project cost of \$45,000.**

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

**B. Amendment to General Manager's Employment Agreement**

Mr. Dickson advised that this item had been placed on the agenda at the request and recommendation of the District's Personnel Committee, and explained that this amendment to the General Manager's Employment Contract would clarify that the General Manager receives the same cost-of-living adjustment as all District employees. Director Ascher, and Vice-President Feldman, members of the District's Personnel Committee, reiterated the intention of the amendment and a brief discussion among the Board ensued.

**ON MOTION by Director Ascher and seconded by Vice-President Feldman, the Board voted as follows, to approve the First Amendment to the Employment Agreement between Coastside County Water District and General Manager David Dickson:**

Director Coverdell	Absent
Vice-President Feldman	Aye
Director Larimer	No
Director Ascher	Aye
President Mickelsen	Aye

**C. Water Reclamation Update:**

Mr. Dickson provided an update on the recent activities and developments in water reclamation, including committee and staff, meetings and progress of the pilot test project. He also reported on his attendance at the recent Bay Area Recycled Water Coalition meeting and advised the Board that the Sewer Authority Mid-Coastside (SAM)/CCWD Midcoast Region Water Recycling Project is now on the Coalition's project list for possible funding in 2013 or thereafter. Directors Ascher and Larimer commended Mr. Dickson for pursuing active involvement in the Bay Area Recycled Water Coalition.

**8) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS**

- A. Monthly Water Resources Report**
- B. Water Shortage and Drought Contingency Plan Update**
- C. Operations Report**

Mr. Dickson advised that the District had completed all submittals required to participate in the Proposition 1A Securitization Program and had been notified that the District's certified Proposition 1A Receivable Amount will be \$53,568.00.

Mr. Dickson also referenced the letter he had recently sent to the San Francisco Public Utility Commission requesting that the SFPUC perform a rate study to determine whether the District should pay a lower rate for untreated water and advised that he would keep the Board informed of the progress on this matter.

The third matter highlighted in the General Manager's report included an update on the Montara Water & Sanitary District (MWSD)/CCWD Mutual Emergency Supply Agreement, indicating that to date MWSD had not yet reviewed and responded to the proposed language changes in the agreement provided by CCWD.

Ms. Brennan addressed several questions from the Board in regards to the local precipitation figures and new legislation requiring residential and commercial real property built after January 1, 1994 to replace noncompliant plumbing (not water conserving) fixtures.

Mr. Guistino reported on the highlights contained in his monthly operations report.

**9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

Director Ascher took this opportunity to provide final comments to the Board and staff, which included expressing his appreciation to the District for the Resolution, thanking each of the Board members, General Manager Dickson, , Legal Counsel Patrick Miyaki, and all field and office staff members for their hard work, cooperation, and dedication. Mr. Ascher also congratulated Director Elect Jerry Donovan and welcomed him to the District.

**10) ADJOURNMENT**

The meeting was adjourned at 8:10 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, December 8, 2009.

Respectfully submitted,

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David R. Dickson, General Manager  
Secretary of the Board

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Chris R. Mickelsen, President  
Board of Directors  
Coastside County Water District