

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, January 13, 2015

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:00 p.m. Present at roll call: Vice-President Arnie Glassberg and Directors Steve Flint, Ken Coverdell and Glenn Reynolds.

Also present were: David Dickson, General Manager; Patrick Miyaki, Legal Counsel; Joe Guistino, Superintendent of Operations; JoAnne Whelen, Administrative Assistant/Recording Secretary; Cathleen Brennan, Water Resources Analyst; and Gina Brazil, Office Manager. District Engineer James Teter was present. Water Treatment Supervisor Sean Donovan and Distribution Supervisor John Davis, were also in the audience.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - There were no public comments.

- 4) **SPECIAL ORDER OF BUSINESS**

- A. **Resolution 2015-01 - A Resolution of the Board of Directors of the Coastside County Water District Expressing Gratitude to James S. Teter for his Fifty-Four Years of Dedicated Engineering Services**

President Mickelsen introduced this special order of business by requesting comments from the Board members. Director Coverdell began by stating that he was very happy to see Mr. Teter in attendance and had appreciated his presence at the Board of Directors meetings in previous years because of his valuable knowledge of the design, construction and operation of the CCWD water system. He added that he did not even see how the District could ever adequately thank Mr. Teter for all his years of service and the level of dedication he has presented to the District.

President Mickelsen echoed Director Coverdell's sentiments and added that when Mr. Teter designs a project for the District, he also creates very precise and specific bid documents and engineering estimates, which has been invaluable to the District. He thanked Mr. Teter for all the years of his dedicated and outstanding service to the Coastside County Water District.

Director Reynolds thanked Mr. Teter for his exemplary work and cost-effective and valuable engineering solutions. He also commended Mr. Teter for his exceptional skills, knowledge and experience.

Former Coastside County Water District Board Member, Bob Feldman, also shared his comments, joking that not many people can say that they have worked fifty-four years at any job. He also commended Mr. Teter for the projects he has accomplished for the District, crediting the District's success with local water sources with Mr. Teter's sound design and engineering.

On behalf of the staff, Mr. Dickson stated that over the years that he has been at CCWD, he has come to appreciate all of Mr. Teter's contributions to the District, which basically includes the District's entire infrastructure system, including the Nunes Water Treatment Plant, the Denniston Water Treatment Plant, the Crystal Springs Project, and the El Granada Pipeline Project

Mr. Miyaki commented that over his career with Hanson Bridgett he has learned a lot from Mr. Teter, especially with regard to contracts, specifications and how to approach large public works projects. He also expressed his appreciation to Mr. Teter for this experience and all of his successes with the District.

Mr. Teter shared a few words about his very enjoyable and rewarding career with the District and his interest in continuing to be the District's Engineer. President Mickelsen then proceeded to read Resolution 2015-01 aloud.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to approve and adopt Resolution 2015-01, A Resolution of the Board of Directors of the Coastside County Water District Expressing Gratitude to James S. Teter for his Fifty-Four Years of Dedicated Engineering Services:

Vice-President Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Aye
Director Glassberg	Aye
President Reynolds	Aye

5) **BRIEF RECESS** - The Board and Staff enjoyed refreshments during a brief recess and the meeting was reconvened at 7:34 p.m.

6) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending December 31, 2014:
Claims: \$685,749.28; Payroll: \$76,978.97 for a total of \$762,728.25
➤ *December 2014 Monthly Financial Claims reviewed by Director Flint*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of December 9, 2014 Special and Regular Board of Directors Meetings
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report - November 2014
- G. December 2014 Leak Report
- H. Rainfall Reports
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for November 2014

Director Flint reported that he had reviewed the monthly financial claims and found all to be in order.

ON MOTION BY Director Glassberg and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to accept and approve the Consent Calendar in its entirety:

Vice-President Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Aye
Director Glassberg	Aye
President Reynolds	Aye

7) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

President Mickelsen reported that he will be attending a Bay Area Water Supply and Conservation Agency (BAWSCA) meeting later next week.

8) **GENERAL BUSINESS**

A. Main Street Bridge Pipeline Replacement Project- 30% Design

Mr. Dickson introduced this item, and distributed handouts of the Project Update at 30% Design and photographs of the current pipeline condition. He reviewed the history of this project, including alternatives explored and evaluated for this pipeline replacement. He advised that project cost estimates included in Erler & Kalinowski, Inc's. (EKI) 30% design report are significantly higher than the conceptual estimate and that the initially preferred microtunneling approach could cost as much as \$3.2 million. He further explained that a substantial portion of the increase is associated with subsurface conditions revealed in EKI's geotechnical investigation. Mr. Dickson introduced Jeff Tarantino, Steve Tarantino and Jon Sutter with EKI.

Jeff Tarantino reviewed the project objectives and challenges recapped the 30% design work, explained the microtunneling construction method, and discussed the opinion of probable cost. He answered questions from the Board members and discussion ensued about potential alternatives. In an effort to summarize the Board's comments in the form of direction to staff, Director Coverdell recommended that the District continue to pursue the microtunneling project, but at the same time continue to put effort towards attempting to arrive at a quicker and more complete emergency solution in order to avoid any breaks in the present pipeline. Vice-President Glassberg also suggested that a summary of the other alternatives be prepared, to include the costs and feasibility of the other proposed alternatives.

Mr. Dickson proposed that a qualitative matrix could be developed as a type of first-screening for some of the other alternatives to show the pros and cons involved with the other options. He summarized the Board's direction to include spending some time and effort in dedicating some of EKI's resources to prepare this summary of alternatives, and in the meantime approach the City of Half Moon Bay to pursue scheduling a meeting of both agencies in a joint effort to discuss project alternatives.

The meeting was then adjourned for a five-minute break.

B. Approval of Guiding Principles for the Recycled Water Project Between SAM, CCWD and MWSD

Mr. Dickson reviewed the background of this item and directed the Board's attention to the Guiding Principles for Recycled Water Project between SAM, CCWD, and MWSD, which he recommended, be approved. Mr. Miyaki reported that he had reviewed the document and agreed with Mr. Dickson's recommendation. He commended Director Coverdell and all committee members in achieving these Guiding Principles.

ON MOTION BY Director Reynolds and seconded by Director Flint, the Board voted as follows, by roll call vote, to approve the Guiding Principles for the Recycled Water Project Between SAM, CCWD and MWSD as presented:

Vice-President Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Aye
Director Glassberg	Aye
President Reynolds	Aye

C. Approve Resolution Formalizing Policy for Paying and Reporting the Value of Employer Paid Member Contributions to the California Public Employees' Retirement System (CalPERS)

Mr. Dickson explained the Employer Paid Member Contribution (EPMC) changes under the terms of the recently approved Memorandum of Understanding with the Teamsters Union. He also explained that this Resolution addresses all of the required changes to become effective February 1, 2015, July 1, 2015 and July 1, 2016, and that all represented and non-represented employees would be paying the full Member Contribution as of July 1, 2016.

ON MOTION BY Director Reynolds and seconded by Vice-President Glassberg, the Board voted as follows, by roll call vote, to approve Resolution 2015-02 Formalizing Policy for Paying and Reporting the Value of Employer Paid Member Contributions to the California Public Employees' Retirement System (CalPERS):

Vice-President Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Aye
Director Glassberg	Aye
President Reynolds	Aye

D. Quarterly Financial Review

Mr. Dickson briefly summarized the quarterly financial review. There were no questions from the Board members.

E. Coastside County Water District Board Committees

President Mickelsen asked the Board members if they had an interest in changing any of the District Committees in which they currently serve. There were no requests for any changes to the current Board Committees.

9) GENERAL MANAGER'S REPORT -INCLUDING MONTHLY INFOMATIONAL REPORTS

SFPUC Water Supply Status - Mr. Dickson reviewed SFPUC's status report, advising that mandatory rationing remains a possibility unless precipitation totals improve. He pointed out that the District had the lowest per-capita consumption (39 gpcd) among SFPUC's wholesale customers in the data Steve Ritchie of SFPUC presented to BAWSCA representatives.

A. Operations Report - Mr. Guistino provided a brief update on the progress of water production at the Denniston Water Treatment Plant, the near completion of Phase 3 of the Avenue Cabrillo Project and the Nebbia Winery main break.

B. Water Resources Report

Ms. Brennan noted that Mr. Dickson had previously covered the information in her report.

10) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

11) ADJOURNMENT - The meeting was adjourned at 9:54 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Chris Mickelsen, President
Board of Directors