

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

Tuesday, April 13, 2010

- 1) **ROLL CALL** - The Closed Session convened at 6:00 p.m. Present at roll call: President Mickelsen, Vice-President Feldman and Directors Ken Coverdell and Jim Larimer. Also present: David Dickson, General Manager.
 - A. **Conference with Labor Negotiators**
Pursuant to California Government Code §54957.6)
Agency Designated Representatives: General Manager, IEDA
Employee Organization: Teamsters Union, Local 856
 - B. **Conference with Legal Counsel**
Pursuant to California Government Code Section §54956.9(b)
Anticipated Litigation - Significant Exposure to Litigation: One Case

Patrick Miyaki, District Legal Council arrived at approximately 6:35 p.m. to participate in the discussion of Item 1B.
- 2) **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 President Mickelsen announced that no action was taken during the closed session on either item.

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Tuesday, April 13, 2010

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:19 p.m. Present at roll call: Vice-President Bob Feldman, and Directors Ken Coverdell, 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) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending March 31, 2010 - Claims: \$669,121.07; Payroll: \$73,210.89; for a total of \$742,331.96
- B. Acceptance of Financial Reports
- C. Minutes of the March 9, 2010 Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report
- G. March 2010 Leak Report
- H. Rainfall Reports
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2010
- J. Acceptance of 311 Church Street Non- Complex Pipeline Extension Project

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell reported highlights from the recent March Bay Area Water Supply and Conservation Agency (BAWSCA) Board of Directors meeting, including progress with the San Francisco Public Utilities Commission retrofit projects and the Delta restoration projects.

Director Larimer reminded the Board of the upcoming meeting of the San Mateo County Chapter of the California Special Districts Association and the scheduled election of a representative to serve on the Local Agency Formation Commission (LAFCo) and requested that this matter be agendaized for the April 29, 2010 CCWD Special Meeting of the Board of Directors.

6) GENERAL BUSINESS

A. Priority Connection Purchase Agreement for Low-Income Senior Housing

Mr. Dickson provided the background of this agenda item, explaining that Senior Coastsiders, Inc. and the Coastside Adult Day Health Center are working with Lesley Senior Communities, Inc. to develop low-income senior housing, as well as facilities for their activities, on a parcel located at 925 Main Street in Half Moon Bay. He explained some issues with the City of Half Moon Bay and the California Coastal Commission related to the project and advised that District staff needs additional time to resolve a discrepancy and to ensure that the District complies with Coastal Development Permit conditions related to priority connections.

Mr. Dickson also reviewed a letter agreement drafted by the District acknowledging the application, which allows the District to execute the purchase agreement and deliver the connections by January 1, 2011. Board discussion ensued, with Mr. Dickson and Mr. Miyaki addressing questions and comments from the Board.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to revise the term contained in the letter agreement from January 1, 2011 to January 1, 2012, with a sixth month extension on the expiration date extended to July 1, 2012:

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

B. Coastside County Water District Indoor Water Use Efficiency Ordinance

Mr. Dickson introduced Cathleen Brennan, Public Outreach/Program Development /Water Resources Analyst, to discuss the proposed ordinance with the Board. Utilizing a power-point presentation, Ms. Brennan reviewed the various aspects of the proposed ordinance, including the background, description, enforcement, effective date, economic impact, and fiscal impact. Ms. Brennan provided answers to several questions from the Board members.

ON MOTION BY Director Larimer and seconded by President Mickelsen, the Board voted as follows, to schedule a public hearing for this proposed ordinance to be presented again at the May 11, 2010 regular meeting of the Board of Directors.

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

C. Draft Fiscal Year 2010-2011 Budget and Draft Fiscal Year 2010-2011 to 2019-2020 Capital Improvement Program

Mr. Dickson stated that although this is the first public presentation of the Draft Fiscal year 2010-2011 Budget and Draft Fiscal Year 2010/2011 Capital Improvement Program (CIP), the Facilities Committee members have previously reviewed the CIP and the Finance Committee members have recently reviewed both the CIP and the draft budget. He informed the Board of the process, including the scheduling of a Special Budget Workshop meeting on Thursday, April 29, 2010 at 2:00 p.m., followed by the scheduling of a public hearing and the approval of the notice of the proposed rate increase at the regular May 11, 2010 Board meeting, and a final public hearing to approve the budget and the rate increase scheduled for June 29, 2010, with the new rates to be effective on July 1, 2010.

Mr. Dickson then reviewed some of the highlighted key figures contained within the budget and the CIP and addressed questions and comments from the Board. Director Coverdell stated that in all of his years that he has been involved in reviewing the financial condition of the District, he felt this was the most complete, realistic, professional, and sophisticated analysis that has ever been performed. He also encouraged the public to participate in the budget process. President Mickelsen reminded the public that a special Board budget workshop has been scheduled for April 29, 2010 at 2:00 p.m.

D. Pilarcitos Canyon Blending Station Valve

Mr. Guistino addressed the details of this agenda item, advising the Board that staff is seeking authorization to award a contract to Pump Repair Services for the purchase of a twelve inch electronically operated globe style control valve for use at the Pilarcitos Canyon Blending Station. He explained that this valve will be installed as part of a larger blending station project, designed by Kennedy Jenks, which will go out to bid soon.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize Staff to award contract to Pump Repair Services for the purchase of a 12-inch electronically operated globe style control valve for the cost of \$26,323.42:

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

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reviewed the highlights of the General Manager's report, including details of the upcoming San Francisco Public Utilities Commission (SFPUC) rate study to determine whether CCWD should receive a lower rate for untreated water. He advised that the initial meeting with SFPUC and their rate consultants has been scheduled.

Mr. Dickson also informed the Board that there is no progress to report with regard to developing a recycled water agreement between the Sewer Authority Mid-Coastside (SAM) and CCWD, and that CCWD is waiting for SAM to respond to the principles of agreement that the CCWD Board had approved in February 2010.

A. Water Shortage and Drought Contingency Plan Update

The Board had no questions or comments on the Water Shortage and Drought Contingency Plan.

B. Operations Report

Mr. Guistino reported on the recent completion of the unidirectional flushing program that took place in the El Granada area. He also informed the Board that Steve Twitchell, Water Treatment Plant Supervisor and Sean Donovan, Water Treatment Plant Operator recently participated as a team, along with Jeff Page, with Montara Water & Sanitary District, in the Top Ops contest at the American Water Works Association (AWWA) convention and won third place in the competition.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no Director comments.

9) ADJOURNMENT

The meeting was adjourned at 8:49 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, May 11, 2010.

Respectfully submitted

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors