

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

June 11, 2019

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

Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; JoAnne Whelen, Administrative Assistant and Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending May 31, 2019:
Claims: \$517,926.22; Payroll: \$165,145.79 for a total of \$683,072.01
- B. Acceptance of Financial Reports
- C. Approval of Minutes of May 14, 2019 Special Board of Directors Meeting
- D. Approval of Minutes of May 14, 2019 Regular Board of Directors Meeting
- E. Monthly Water Service Connection Transfer Report
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - May 2019
- I. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- J. Monthly Rainfall Reports
- K. S.F.P.U.C. Hydrological Report for the month of April 2019

President Coverdell announced that Director Reynolds had reviewed the monthly financial claims and JoAnne Whelen confirmed that Director Reynolds had reported to her that he found all to be in order.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted to approve the Consent Calendar in its entirety:

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

At this point in the meeting President Coverdell re-ordered the agenda to proceed with discussion of item 6, to be followed by discussion of item number 5.

6) GENERAL BUSINESS

A. Creation of Strategic Planning Advisory Committee and Appointment of Directors to Serve on the Committee

Mr. Dickson summarized the background of this agenda item, reminding the Board that at the May 14, 2019 Board Meeting the planning priorities established by the Board at the March 2017 Priority Setting Workshop had been referenced, including the suggestion of the formation of a Strategic Planning Advisory Committee. He reviewed Staff's recommendation that the Board approve the creation of a Strategic Planning Advisory Committee and noted that President Coverdell and Director Reynolds had expressed an interest at the May 14, 2019 Board meeting, in volunteering to serve on this committee.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted by roll call vote to approve the creation of a Strategic Planning Advisory Committee and the appointment of President Coverdell and Director Reynolds to serve on the Strategic Planning Advisory Committee:

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

B. Approve Salary Schedule with a Cost of Living Adjustment Increase for FY 2019-2020 effective July 1, 2019

Ms. Rogren explained that CalPERS requires Board approval of the District's Salary Schedule with any Cost of Living Adjustment Increases. She reported that the salary schedule presented reflects a 3.3% Cost of Living Adjustment based upon the change in the Consumer Price Index - Urban Wage Earners and Clerical Workers - San Francisco-Oakland-San Jose, CA from February to February.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted by roll call vote to approve the Salary Schedule with a Cost of Living Adjustment Increase for FY 2019-2020 effective July 1, 2019:

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

President Coverdell stated that he and Director Reynolds had recently met informally for the purpose of discussing future goals of the Strategic Planning Advisory Committee. He reported that Director Reynolds had begun to prepare an impressive preliminary report that included topics such as future water sources and explained that the newly formed committee will continue to work on the project and will present the report to the Board and Staff in the near future.

Director Feldman shared his observations about water sources and delivery that he had noted on a recent trip he made to Israel.

7) GENERAL MANAGER REPORT AND MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reported that the recruitment for the General Manager position is on schedule and shared the recruiting brochure with the Board.

A. Superintendent of Operations

Mr. Derbin reviewed operations highlights for the month of May.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no Director agenda items or requests for future board meetings expressed.

There was a brief break provided at 7:24 p.m. to clear the Board room to prepare for discussion of the Closed Session agenda item. The Closed Session discussion began at 7:34 p.m.

9) CLOSED SESSION

- A.** Conference with Legal Counsel – Existing Litigation
Pursuant to California Government Code Section 54956.9(d)(1)
Name of Case: In the Matter of the Appeal Regarding Post Retirement
Employment of Glenna F. Lombardi and Coastside County Water District,
Board of Administration, California Public Employee’s Retirement System,
Agency Case No. 2018-1114, OAH No. 2019021082

10) RECONVENE TO OPEN SESSION

The Board reconvened in open session at 7:54 p.m. Mr. Miyaki provided a public report of closed session action which stated that the Board convened in closed session for a conference with legal counsel and in the closed session the Board took action by a 3 to 0 vote, and pursuant to California Government Code Section 54957.1, the specific action taken does not need to be disclosed at this time.

11) ADJOURNMENT - The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors