

# **COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

## **MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, September 9, 2014**

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

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.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending August 31, 2014:  
Claims: \$711,946.46; Payroll: \$110,190.00 for a total of \$822,136.46  
➤ *August 2014 Monthly Financial Claims reviewed by Vice-President Mickelsen*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of August 12, 2014 Special Board of Directors Meeting
- D. Approval of Minutes of August 12, 2014 Regular Board of Directors Meeting
- E. Monthly Water Transfer Report
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - August 2014
- I. August 2014 Leak Report
- J. Rainfall Reports
- K. San Francisco Public Utilities Commission Hydrological Conditions Report  
- July 2014
- L. Notice of Completion - Miramar Tank Fence Project
- M. Notice of Completion - Sunrise Court Pipeline Replacement Project

Vice-President Mickelsen reported that he had reviewed the financial claims for the month of August, 2014 and found all to be in order.

**ON MOTION BY President Reynolds and seconded by Director Flint, the Board voted as follows, to accept and approve the Consent Calendar in its entirety:**

<b>Vice-President Mickelsen</b>	<b>Aye</b>
<b>Director Coverdell</b>	<b>Absent</b>
<b>Director Flint</b>	<b>Aye</b>
<b>Director Glassberg</b>	<b>Absent</b>
<b>President Reynolds</b>	<b>Aye</b>

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

There were no reports of meetings attended by the Board members.

**6) GENERAL BUSINESS**

**A. Approval of Contract with Teamwrkx Construction for Administration Building Remodeling**

Mr. Dickson reviewed the background of the progress on the administration building remodel, explaining that at the May 13, 2014 Board meeting, the Board authorized a contract with S & H Renovations for the building remodeling at a cost of \$185,000. He advised that several weeks following that meeting, staff learned that S & H Renovations were not able to meet the District's bonding requirements and therefore could not do the project. He informed the Board that the District has moved on to a second company, Teamwrkx Construction, and they have been working closely with staff to define all details of the project work scope. He also reported that after accounting for items not included in the original S & H Renovations estimate, the cost is now approximately \$73,000 higher than the figure presented at the May Board meeting, due to electrical and lighting systems and new data/phone wiring that were not originally adequately estimated. He advised that total project costs are also somewhat higher due to the increase in construction costs since the May 2014 estimate and informed the Board that Teamwrkx Construction is prepared to start immediately after receiving all permits and are estimating approximately eight weeks to complete the project.

**ON MOTION BY Vice-President Mickelsen and seconded by Director Flint, the Board voted as follows, by roll call vote, to authorize the General Manager to contract with Teamwrkx Construction for the administration building remodeling at a cost not to exceed \$330,000:**

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

**B. Award of Contract - Miramar Pipeline Connection Project**

Mr. Guistino provided the background and nature of this project, explaining that this project will allow for the Miramar neighborhood between Alto and Purissima, east of Highway 1 to be looped to improve water reliability and water quality.

**ON MOTION BY Director Flint and seconded by President Reynolds, the Board voted as follows, by roll call vote, to authorize the General Manager to contract with Andreini Bros., Inc. for \$33,860 to install 190 linear feet of 6-inch diameter ductile iron water pipe and appurtenant concrete and repaving work on Miramar Drive:**

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

**7) GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS**

**Denniston/San Vicente Draft Environmental Impact Report** - Mr. Dickson distributed a letter that had been received earlier in the day from the Montara Water and Sanitary District (MWSD) requesting an extension of the review period for the Draft EIR for this project. He reported that the Denniston/San Vicente Draft Environmental Impact Report was filed on August 15, 2014, distributed to a number of interested agencies and allows for a 45-day comment period, from August 19<sup>th</sup> to October 3, 2014. Mr. Dickson commented that he had conferred with Mr. Miyaki and the District's Water Rights Attorney, Alan Lily, and explained that it is within the discretion of CCWD whether to grant the

extension. He commented, that although the District does not want to delay this project any more than necessary, he was of the opinion that this request for additional time was reasonable and recommended that the Board grant this 15-day extension to MWSD. Mr. Miyaki and Mr. Dickson answered a few questions from the Board, including some inquiries about the State's new groundwater legislation, packaged as the Sustainable Groundwater Management. Mr. Dickson provided some additional background, explaining that MWSD provided comments on the Notice of Preparation of this document, and actually submitted a letter prepared by Balance Hydrologics, expressing some concerns about the effects on the groundwater supply. He informed the Board that he had directed the consultant, Balance Hydrologics, to specifically address these concerns in the final Draft EIR document, which he said he believes was accomplished.

Vice-President Mickelsen stated that he could not support the request to grant additional time to review this document. Director Flint concurred, stating that he felt that the 45-day period was sufficient to respond with any questions or comments.

Mr. Miyaki explained that the County Water District Law requires a vote of at least three directors for any Board decision, so approving motion to extend the comment period would require a unanimous vote of the directors present. There was no further discussion of this matter.

**Recycled Water Committee Meeting:** - Mr. Dickson updated the Board on the progress of the recent Recycled Water Committee meetings that occurred on August 13<sup>th</sup> and September 2<sup>nd</sup> and were attended by Director Coverdell. He explained that it is his understanding that on September 2<sup>nd</sup> the SAM members of the committee met to work on developing principles of agreement for presentation to the SAM Board on September 22, 2014. He also advised that a potential customer, Ocean Colony Partners, attended the August 13<sup>th</sup> meeting and expressed their interest in receiving recycled water.

**A. Award of Contract - Miramar Pipeline Connection Project** Mr. Guistino reviewed the highlights from his monthly report, including the Pilarcitos Pedestrian Bridge pipe crossing, the completion of the Sunrise Court Pipeline Replacement Project, and the new security measures at the Miramar Tank site. He also updated the Board on the recent pipeline breaks on the Miramontes Pipeline.

**B. Water Resources Report**  
Ms. Brennan distributed an update on recent outreach activities and associated costs. She also advised the Board that since Ordinance 2014-02

was approved at the August 12, 2014 Board meeting, an electronic newsletter was distributed to customers, as well as a direct mailer, and the customer billing statements also include a message regarding the Water Shortage Emergency Warning. Ms. Brennan also briefed the Board on the new Groundwater Legislation and provided an update on the 2015 Urban Water Management Plan.

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

There were no requests for future Board meetings expressed. Mr. Dickson advised the Board members that the November 11<sup>th</sup> 2014 Board meeting falls on the Veteran's Day holiday this year, so that meeting will need to be rescheduled. He proposed possibly rescheduling the meeting for the following evening, Wednesday, November 12, 2014, stating that this matter would be placed on the October 14, 2014 Board meeting agenda for discussion and action from the Board.

**9) ADJOURNMENT** - The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

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David R. Dickson, General Manager  
Secretary of the District

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Glenn Reynolds, President  
Board of Directors