

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 12, 2010 - 6:00 p.m.

- 1) **ROLL CALL** - The Closed Session convened at 6:00 p.m. Present at roll call: President Chris Mickelsen, Vice-President Bob Feldman, and Directors Ken Coverdell, Jim Larimer and Jerry Donovan.

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

- 3) **CLOSED SESSION**
Public Employee Performance Evaluation
(Cal. Govt. Code §54957): Title: General Manager

- 4) **RECONVENE TO OPEN SESSION** - The Closed Session concluded at 7:00 p.m., immediately prior to commencement of the regular meeting, at which time President Mickelsen announced that no reportable action was taken during the closed session.

- 5) **ADJOURNMENT**

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Tuesday, October 12, 2010 – 7:00 p.m.

- 1) **ROLL CALL** - President Mickelsen called the meeting to order at 7:06 p.m. Present at roll call: President Chris Mickelsen, Vice-President Bob Feldman, and Directors Ken Coverdell, Jim Larimer and Jerry Donovan.

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 COMMENTS**

Don Pretre - 1250 Miramontes Street, Half Moon Bay - Stated that he was disappointed to receive a letter from the Coastsides County Water District (CCWD) advising him that he was not eligible to purchase a non-priority connection due because his property was not located within the District's boundaries. He requested that the Board allow District staff to continue to work with him at his expense, by exploring various options to try to arrive at a solution to this situation.

Mr. Dickson provided further details about the property location and situation and addressed the Board's questions.

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month ending September 30, 2010 - Claims: \$1,409,570.88; Payroll: \$71,979.19 for a total of \$1,481,550.07
- B. Acceptance of Financial Reports
- C. Minutes of the September 14, 2010 Board of Directors Meeting

- D. Minutes of the September 29, 2010 Special 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
- I. September 2010 Leak Report
- J. Rainfall Reports
- K. San Francisco Public Utilities Commission Hydrological Conditions Report for September 2010
- L. Acceptance of Non-Complex Pipeline Extension Project - Andreini Family Ranch - 308 San Mateo Road (Nunes Water Treatment Plant)
- M. Award of Contract for Crystal Springs Vault Lid Fabrication

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

ON MOTION BY Director Coverdell 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	Aye
Vice-President Feldman	Aye
Director Larimer	Aye
Director Donovan	Aye
President Mickelsen	Aye

5) MEETINGS ATTENDED / DIRECTORS COMMENTS

Director Coverdell provided a brief report on the recent Bay Area Water Supply and Conservation Agency (BAWSCA) Board of Directors meeting.

6) GENERAL BUSINESS

A. Approval of California Environmental Quality Act (CEQA) Notice of Exemption for Pilarcitos Blending Station Project

Mr. Dickson provided the background of this item, reviewed the details of this project and the CEQA process and recommended that the Board approve the CEQA exemption.

ON MOTION BY Director Larimer and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to approve the CEQA Notice of Exemption for the Pilarcitos Blending Station Project:

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

B. Concepts for a Non-Priority Connection Repurchase Program

Mr. Dickson introduced this item and explained that there has been interest expressed in the possibility of the District repurchasing some of the approximately 1,000 uninstalled Crystal Springs non-priority water service connections currently held by property owners.

He outlined a possible program to repurchase the connections and proposed that a portion of proceeds from the recent sale of non-priority connections could be used for this purpose. Mr. Dickson and Mr. Miyaki answered questions from the Board members and Mr. Dickson advised that based on interest expressed by Board members, staff would further develop the program's details for consideration at a future Board meeting.

C. Fiscal Year 2009-2010 Year End Financial Review

Mr. Dickson presented the yearend summary, reviewed highlights of revenue and operating expenses, and addressed questions and comments from the Board.

D. Approval of CCWD-MWSD Agreement for Emergency Water Supply

Mr. Dickson informed the Board that discussions with the Coastside County Water District (CCWD) and Montara Water & Sanitary District's (MWSD) mutual interest committees began in June of 2008 with the development of an agreement under which either agency could supply water to the other in an emergency. As a member of the committee, Director Coverdell shared some historical perspective of the process. Board discussion ensued, and Mr. Miyaki explained some of the terms of the Agreement in further detail. Mr. Dickson reported that the MWSD Board of Directors had approved the Agreement on October 7, 2010 and recommended that the Board approve the Agreement and staff would

begin working with MWSD to discuss permitting and logistical issues related to providing an emergency supply of water.

ON MOTION BY Director Coverdell and seconded by Director Donovan, the Board voted as follows, by roll call vote, to approve the Agreement for Emergency Water Supply between the Coastside County Water District and the Montara Water & Sanitary District:

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

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

- **Connection Sale Status** - Mr. Dickson provided an update on the status of the connection sales, advising that 32 application submittals had been received by the District to date, and that staff was working on the processing of these connection sales.
- **Water Reclamation Update** - Mr. Dickson noted that there is nothing new to report on this item.
- **SFPUC Rate Study** - Mr. Dickson recapped the history of this item and reported the results of the meeting with SFPUC on October 8, 2010 and advised that the next meeting has already been scheduled for November 16, 2010 and that he felt optimistic about the progress of the rate study.

A. Operations Report - Mr. Guistino summarized the highlights of his monthly report, including the progress of the Nunes Short Term Improvement Project, scheduled to be completed near the end of November.

B. Water Resources Report - Shared her plans and ideas for public outreach and water awareness in the community.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

The meeting was adjourned at 8:38 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, November 9, 2010.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors