

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, April 14, 2009

- 1) **ROLL CALL:** President Mickelsen called the meeting to order at 7:02 p.m. Present at roll call were Directors Ken Coverdell, Bob Feldman, Jim Larimer, and Everett Ascher.

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, 2009 – Claims: \$513,826.34; Payroll: \$73,675.53; for a total of \$587,501.87
- B. Acceptance of Financial Reports
- C. Minutes of the March 10, 2009 Board of Directors Meeting
- D. Monthly Water Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report
- H. March 2009 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2009
- K. Notice of Completion – Acceptance of Nunes Underground Storage Tank Removal and Above Ground Storage Tank Installation Project

Director Coverdell stated that he had reviewed the monthly claims and found all to be in order.

ON MOTION by Director Ascher 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 Ascher	Aye
President Mickelsen	Aye

5) DIRECTOR COMMENTS / MEETINGS ATTENDED

Director Ascher reported on his attendance at a recent Association of California Water Agencies (ACWA) Legislative Event in Sacramento. Additionally, he informed the Board of current issues he learned about at a California Special District Association (CSDA) event.

Director Larimer referenced his attendance at the latest meeting of the Water Reclamation Committee with the committee members from the Sewer Authority Mid-Coastside.

Director Coverdell noted that he and Director Ascher had met that afternoon as part of the Finance Committee, for the purpose of reviewing the preliminary fiscal year 2009-2010 budget, and they both agreed that it was very impressive and was well developed and presented by staff.

Vice-President Feldman reported on additional information acquired from the ACWA presentation, referenced by Director Ascher, and advised that the District's Water Resources Committee had also recently met to discuss possible plans associated with drought scenarios.

Vice-President Mickelsen reported on the latest Bay Area Water Supply and Conservation Agency (BAWSCA) meeting.

6) GENERAL BUSINESS

A. Kennedy / Jenks Report on Denniston Pretreatment Alternatives

Mr. Dickson introduced this item and provided some of the history and background of this local water source. He explained the nature of the study and the other current project related work in progress, including the short-term improvements, the dredging, and the alternate intake project.

Mr. Dickson then introduced Joel Faller, Engineer with Kennedy/Jenks Consultants, and Joe Drego, Water Quality Specialist. He distributed a handout outlining the presentation of the Denniston Creek Water Treatment Plant Improvements, including the background, the pre-treatment feasibility study project objectives, an estimate of available source water, pretreatment alternatives evaluation, recommended pre-treatment, and phase 2 of the washwater system improvements study and preliminary design report.

B. Kennedy/Jenks Proposal for Preliminary Design of Denniston Pretreatment and Washwater System Improvements

Board discussion followed the Kennedy/Jenks presentation of the proposed project, with Mr. Faller and Mr. Drego addressing a number of questions from each of the Board members regarding their proposal for the preliminary design of the Denniston Pretreatment and Washwater System Improvements.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows, by roll call vote, to authorize execution of an agreement with Kennedy/Jenks Consultants for completion of all tasks contained in their proposal submitted for the Preliminary Design of Denniston Pretreatment and Washwater System Improvements for an estimated cost of \$96,500.00:

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

C. Quarterly Financial Review

Mr. Dickson referenced the period budget analysis summary, reviewed the year-to-date financial information through the third quarter, and addressed a few comments from the Board.

D. Agreement for Emergency Water Supply Between Coastside County Water District (CCWD) and Montara Water & Sanitary District (MWSD)

Mr. Dickson introduced this item and provided the background, noting that the committee members from both agencies have been working on this draft agreement since June of 2008. He reviewed the following key points: the agreement only covers temporary, interruptible, emergency supply; it creates no obligation for either party to provide water, each party does so only in its sole discretion; the agreement can be terminated by either party on 90 days notice; and implementing emergency supply provisions will require both parties to examine and seek changes to existing contracts and permits, which may place restrictions on the ability to supply water to the other party.

Mr. Dickson advised the Board that the Montara Water & Sanitary District Board of Directors approved the agreement at their April 2, 2009 meeting. He and Mr. Miyaki advised the Board of some revisions that they felt were necessary to incorporate into the agreement. Committee members, Directors Ascher and Coverdell, addressed questions and comments from the Board. Following discussion of the draft agreement, the Board directed that Mr. Dickson and Mr. Miyaki make the suggested revisions and forward the revised draft agreement to MWSD.

E. Water Reclamation Update

Mr. Dickson advised that the latest development in regards to the water reclamation project, is an effort to schedule a meeting, at the staff level, of both CCWD and the Sewer Authority Mid-Coastside (SAM). He briefly reviewed the updates, which included a letter of response to Ocean Colony Partners, addressing their request to supply recycled water, and a letter to SAM regarding fostering interagency cooperation for water reclamation.

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reviewed the highlighted topics in the report; including drought planning, contract negotiation regarding the new San Francisco Public

Utilities Commission (SFPUC) Sales Agreement, and the District's new credit card on-line payment options for customers. He also recognized and congratulated Steve Twitchell, Water Treatment Plant Supervisor and Sean Donovan, Senior Treatment/Distribution Operator for their recent second place win in a Top Ops competition, sponsored by the American Water Works Association (AWWA).

- A. Monthly Water Resources Report
- B. Water Shortage and Drought Contingency Plan Update
- C. Operations Report

Ms. Brennan answered questions in connection with the update on the Water Shortage and Drought Contingency Plan.

8) **ADJOURNMENT**

ON MOTION by Director Ascher and seconded by Vice-President Feldman, the Board voted unanimously to adjourn the April 14, 2009 Meeting of the Coastside County Water District's Board of Directors:

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

The meeting was adjourned at 9:17 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, May 12, 2009.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors
Coastside County Water District