

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

May 14, 2019

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 7:01 p.m. Present at roll call: Directors Glenn Reynolds, Bob Feldman, and Vice-President Chris Mickelsen. Director Jim Larimer arrived at 7:02 p.m.

Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Catherine Groves, Legal Counsel; Cathleen Brennan, Water Resources Analyst; James Derbin, Superintendent of Operations;; JoAnne Whelen, Administrative Assistant and Recording Secretary; and Gina Brazil, Office Manager. Sean Donovan, Water Treatment Plant Supervisor, was also in attendance.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending April 30, 2019:
Claims: \$647,198.27; Payroll: \$105,864.82 for a total of \$753,063.09
- B. Acceptance of Financial Reports
- C. Approval of Minutes of April 9, 2019 Regular Board of Directors Meeting
- D. Approval of Minutes of April 29, 2019 Special 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 - April 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 March

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

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

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

5) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Feldman reported on his recent attendance at the Association of California Water Agencies (ACWA) Spring Conference in Monterey, CA, sharing some of the information he had acquired in the conference sessions.

6) **GENERAL BUSINESS**

A. **Award of Contract for Ferdinand Avenue Water Main Replacement Project**

Mr. Derbin summarized the details of this project, including staff's recommendation for award of contract.

ON MOTION BY Director Reynolds and seconded by Vice-President Mickelsen, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with California Trenchless, Inc. for \$502,850 to install approximately 1,500 feet of new 6-inch ductile iron pipeline, reconnecting 12 residential services, installing valves and appurtenances, and repaving:

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

B. **Award of Contract for Casa Del Mar and Grand Boulevard PRV Project**

Mr. Derbin reviewed the background and the benefits of this project.

ON MOTION BY Director Reynolds and seconded by Director Larimer, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Stoloski and Gonzalez, Inc. for \$563,634 to install three new pressure reducing valve stations, installing approximately 475 feet of new 8-inch ductile iron pipeline, installing approximately 120 feet of new 6-inch ductile iron pipeline, reconnecting 7 residential services, installing valves and appurtenances, and repaving:

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

C. **Review of Notice of Increase in Water Rates Effective July 1, 2019, and Review of the FY 2019-2020 Operations Budget and FY 2018/2019 to FY 2027/2028 Capital Improvement Program (both approved on June 28, 2018)**

Ms. Rogren introduced this information item, reviewing the Board action adopting Resolution 2018-05, which provides for two years of rate increases. She outlined the notification requirements of Proposition 2018 and briefly reviewed the District's Operations Budget and Capital Improvement Program.

D. **Possible Cancellation of October 8, 2019 Regular Meeting of the Board of Directors and Rescheduling a Special Board of Directors Meeting for Tuesday, October 15, 2019**

President Coverdell reviewed the recommended action on this agenda item.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to cancel the October 8, 2019 Regular Meeting of the Board of Directors and Schedule a Special Board of Directors Meeting for Tuesday, October 15, 2019 beginning at 7:00 p.m.

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

E. **Professional Services Agreement with Balance Hydrologics, Inc. for Evaluation of Alternative Means of Diversion on Denniston Creek**

Mr. Dickson reviewed the background and the District's challenges of maintaining the reservoir's volume with the growing concerns of habitat preservation, permitting conditions and other factors that limit the extent of annual dredging. He outlined the alternative means of diversion from Denniston Creek that the District would like to explore that would eliminate the need for dredging while maintaining the habitat value of the creek and reservoir. The proposal was referenced, and brief discussion ensued.

ON MOTION BY Director Reynolds and seconded by Director Larimer, the Board voted by roll call vote to authorize the General Manager to enter into a Professional Services Agreement with Balance Hydrologics, Inc. to evaluate potential alternative means of diversion on Denniston Creek at Denniston Reservoir, for a time-and-materials cost not to exceed \$46,000:

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

7) **MONTHLY INFORMATIONAL REPORT**

President Coverdell announced that he would like to re-order the monthly informational report items to allow for the Water Resources Report to be presented first.

C. **Water Resources Report**

Ms. Brennan updated the Board on the preparation efforts with the District's upcoming 2020 Urban Water Management Plan.

B. **Superintendent of Operations**

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

A. **Assistant General Manager**

Ms. Rogren briefly reported on the Governor's proposed statewide water tax and shared ACWA's position on the proposed Safe Drinking Water Trust. The Board shared some thoughts and comments on the propositions. The Board also expressed an interest in staying informed of the ongoing progress of these measures.

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

President Coverdell took this opportunity to review some of the Board's key takeaways from the March 2017 Priority Setting Workshop, specifically citing the interest in developing and adopting a 10-year water use plan and vision and to develop and adopt policies and procedures regarding water recycling. He proposed that these topics be revisited as Board meeting agenda items and also proposed appointing two Board members on an advisory committee to pursue these goals. Director Reynolds and President Coverdell both volunteered to serve on this Strategic Planning Advisory Committee, subject to Board approval at a future meeting

9) **ADJOURNMENT** - The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors