

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**

**Tuesday, October 10, 2017**

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

Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; James Derbin, Superintendent of Operations, Catherine Groves Legal Counsel; Cathleen Brennan, Water Resources Analyst; and JoAnne Whelen, Administrative Assistant/Recording Secretary.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending September 30, 2017:  
Claims: \$1,215,529.91; Payroll: \$94,125.19 for a total of \$1,309,655.10  
➤ *September 2017 Monthly Financial Claims reviewed and approved by Director Coverdell*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of September 12, 2017 Regular Board of Directors Meeting
- D. Monthly Water Service Connection Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report - September 2017
- H. Monthly Emergency Main & Service Repairs Report and Water Line Flushing Report
- I. Monthly Rainfall Reports
- J. S.F.P.U.C. Hydrological Report for the month of August 2017
- K. Notice of Completion La Nebbia Winery Project

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

**ON MOTION BY President Reynolds and seconded by Director Feldman, the Board voted by roll call vote to approve the Consent Calendar in its entirety:**

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

5) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

President Reynolds reported on a recent federal inter-agency small utilities organization meeting he had attended.

6) **GENERAL BUSINESS**

A. **Contract with Balance Hydrologics for Denniston/SanVicente Stream Gaging, Groundwater Monitoring, and Data Analysis**

Mr. Dickson reviewed the background and importance of quantifying the amount of water available for diversion from Denniston and San Vicente Creeks in the District's efforts to secure its water rights on those streams. In response to questions from the Board, Mr. Dickson updated the Board on the status of the water rights extension with the Denniston and San Vicente Creek watershed.

**ON MOTION BY Vice-President Feldman and seconded by President Reynolds, the Board voted by roll call vote to authorize staff to contract with Balance Hydrologics, Inc. for Water Year 2018 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time and materials cost of \$89,749:**

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

B. **Quarterly Financial Review**

Ms. Rogren reviewed key highlights of the year-to-date revenue and expenses and the Capital Improvement Program.

C. **Approval of Memorandum of Understanding between the District and Teamsters Local 859**

Mr. Dickson reviewed the background of this agenda item. He referenced the changes incorporated in the Memorandum of Understanding (MOU) from the previous MOU, indicating there were no new issues or terms from the version reviewed earlier by the Board.

At the Board's request, Mr. Sean Donovan, the District's Union 859 Representative, reiterated that no issues had come up in the negotiation of the new MOU and that the process had gone very smoothly.

**ON MOTION BY Director Coverdell and seconded by President Reynolds, the Board voted by roll call vote to authorize the General Manager to execute the Memorandum of Understanding between the District and Teamsters Local 856 covering the period July 1, 2017 through June 30, 2022:**

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

**D. Potential Acquisition of Permanent Easement for Water Pipeline on 12001-12291 San Mateo Road, Half Moon Bay, CA and Designation of District Real Property Negotiators**

Mr. Dickson advised that there is a closed session agenda item later in the meeting and the purpose of discussion at this time was to designate the District's negotiators for the securing of a permanent easement.

**ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted by roll call vote to designate the General Manager and the Assistant General Manager as the District Real Property Negotiators for the potential acquisition of a permanent easement for a water pipeline on 12001 - 12291 San Mateo Road, Half Moon Bay:**

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

**7) MONTHLY INFORMATIONAL REPORTS**

- A.** Assistant General Manager's Report - Ms. Rogren provided a brief update on the Advanced Metering Infrastructure (AMI) and the meter installation process, advising of the progress made by Professional Meters Inc. (PMI) to date. She additionally provided a review of the District's project outreach efforts.
- B.** Superintendent of Operations Report - Mr. Derbin reviewed the operations highlights, including the status of the Wavecrest Pipeline, the completion of the La Nebbia Winery Bypass and the Denniston Dredging Project, and the progress on the El Granada Tank 3 Rehabilitation and Coating Project.

- C. Water Resource Report – Ms. Brennan provided an informational report on the recent Validated Water Loss Auditing Report.

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

There were no requests for future Board meeting agenda items expressed.

The Board took a recess at 7:33 p.m. and reconvened into Closed Session at 7:38 p.m.

**9) CLOSED SESSION**

- A. Conference with Real Property Negotiators  
Pursuant to California Government Code Section 54956.8  
Property: 12001-12291 San Mateo Road, Half Moon Bay, CA  
APNs: 056-331-110, 056-331-050, 056-331-120, 056-331-130, 056-450-040  
Agency Negotiators: To be Designated in the Open Session Item above  
Negotiating Parties: James Cozzolino, Trustee  
Under Negotiation: Price and Terms of Payment

**10) RECONVENE TO OPEN SESSION**

The Board reconvened from closed session at 7:55p.m. The Board reported out in open session that it took no action in closed session.

**11) ADJOURNMENT**

The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

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David R. Dickson, General Manager  
Secretary to the District

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Robert Feldman, Vice President  
Board of Directors