

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, December 8, 2015

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

Also present: David Dickson, General Manager; Mary Rogren, Assistant 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 - Susan Boyer, 443 Miramontes Avenue, Half Moon Bay -** Stated that if water-efficient buildings could be made eligible for priority water connections, it would be a great incentive for contractors to incorporate more efficiency features in the homes they construct.

- 4) **SPECIAL ORDER OF BUSINESS**

- A. Certificates from San Mateo County Chief Elections Officer and Administration of Oath of Office to Newly Appointed Directors: Ken Coverdell, Arnie Glassberg and Glenn Reynolds

District Counsel Patrick Miyaki administered the Oath of Office to newly appointed Directors Ken Coverdell, Arnie Glassberg, and Glenn Reynolds.

- B. Election of Coastside County Water District Board President and Vice-President

President Mickelsen nominated Vice-President Glassberg to serve as President of the Board, seconded by Director Coverdell. Director Coverdell nominated Director Glenn Reynolds to serve as the Board's

Vice-President, seconded by President Mickelsen. The nominations were then closed.

President Mickelsen moved that Vice-President Arnie Glassberg serve as the President of the Board, which was seconded by Director Coverdell. A second motion was made by Director Coverdell to have Director Reynolds serve as the Board’s Vice President, which was seconded by President Mickelsen:

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

Director Mickelsen took the opportunity to thank his fellow Board members and District staff for their support during his term as President. President Glassberg thanked the Board for the honor, stating that he was looking forward to another year of successful teamwork in serving the District; he then presided over the remainder of the Board Meeting.

5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending November 30, 2015:
Claims: \$1,038,940.26; Payroll: \$92,168.24 for a total of \$1,131,108.50
➤ *November 2015 Monthly Financial Claims reviewed and approved by Vice-President Glassberg*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of the October 13, 2015 Special Board of Directors Meeting Meeting
- D. Approval of Minutes of November 10, 2015 Special Board of Directors Meeting
- E. Approval of Minutes of November 10, 2015 Regular Board of Directors Meeting
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report – November 2015
- I. November 2015 Leak Report
- J. Rainfall Reports
- K. San Francisco Utilities Commission Hydrological Report for October, 2015
- L. Acceptance of Subdivision Utility System – Half Moon Bay Village Senior Housing Phase II – Bloom Lane, Half Moon Bay
- M. Notice of Completion – Denniston Filters Surface Wash Repair Project

Director Glassberg 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 Reynolds, the Board voted, by roll call vote, to accept and approve the Consent Calendar in its entirety:

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

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell summarized the recent recycled water committee meeting, noting that Vice-President Reynold’s knowledge, expertise, and contributions were very beneficial at the meeting. He also commented that he felt that the Sewer Authority Mid-Coastside (SAM) representatives now understand the importance of establishing the agreement between SAM and Coastside County Water District, which is the next step necessary to pursue the proposed project.

Director Mickelsen reported that he had attended a recent meeting of the Bay Area Water Supply & Conservation Agency (BAWSCA) and provided an update on the status of the San Francisco Public Utilities Commission’s Calaveras Project.

7) GENERAL BUSINESS

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

Mr. Dickson provided the background of this project and stressed the importance of quantifying the amount of water available for diversion from Denniston and San Vicente Creeks. He also advised that due to the continuing need to monitor streamflows and groundwater levels in these watersheds, Balance Hydrologics has recommended that the District purchase monitoring equipment to eliminate long term rental costs. He answered a few questions from the Board about the gaging and groundwater monitoring equipment.

ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted, by roll call vote, to authorize District staff to contract with Balance Hydrologics, Inc. for Water Year 2016 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time and materials cost of \$79,000 and to purchase District-owned equipment for gaging and groundwater monitoring for an estimated cost of \$29,250:

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

8) GENERAL MANAGER’S REPORT AND MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reported on the anticipated 2016-2017 rate increase from SFPUC, discussed a recent billing error that resulted in the District providing a refund to the Harbor District and gave a status update on the El Granada Pipeline Replacement Final Phase Project.

A. Operations Report - Mr. Guistino reviewed monthly highlights, including the status of the Denniston Dam spillways and the Washington-Ventura Street Main Replacement Project. He also advised that the Denniston treatment plant is now running.

B. Water Resources Report - Ms. Brennan referenced the Governor’s new Executive Order B-36-15, extending and revising the existing emergency water conservation regulations. She also reviewed California’s Model Water Efficient Landscape Ordinance

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items from the Board.

The Board took a brief break at 7:51 p.m.

10) CLOSED SESSION

A. Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8
Property: 270 and 288 Main Street (Assessor's Parcel Numbers
056-240-080, 056-240-120, and 056-240-130)
Agency Negotiator: David Dickson, General Manager
Negotiating Parties: Tom Minaidis and June Minaidis
Under Negotiation: Price and Terms of Payment

B. Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8
Property: 310 and 320 Main Street (Assessor's Parcel Numbers
056-163-080, 056-163-070)
Agency Negotiator: David Dickson, General Manager
Negotiating Parties: Zaballa Square Investments, LP/David Cresson
Under Negotiation: Price and Terms of Payment

11) RECONVENE TO OPEN SESSION

The Board reconvened into open session at 8:19 p.m. In the Closed Session, the Board heard a report and provided direction to the agency negotiator.

12) ADJOURNMENT - The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

David R. Dickson General Manager
Secretary of the District

Arnie Glassberg, President
Board of Directors