

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, December 11, 2007 - 7:00 p.m.

AGENDA

The Coastside County Water District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

1) ROLL CALL

2) PLEDGE OF ALLEGIANCE

3) PUBLIC ANNOUNCEMENTS

Any person may address the Board of Directors at the commencement of the meeting on any matter within the jurisdiction of the Board that is not on the agenda for this meeting. Any person may address the Board on an agenda item when that item is called. The chair requests that each person addressing the Board limits their presentation to three minutes and complete and submit a Speaker Slip.

4) SPECIAL ORDER OF BUSINESS

- Administration of Oath of Office to Newly Elected Directors:
Ken Coverdell, Robert Feldman, James Larimer
- Election of Board President and Vice President

5) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager.

All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- A. Requesting the Board to review disbursements for the month ending November 30, 2007 – Claims: \$398,768.77; Payroll: \$96,640.71 for a total of \$495,409.48 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the November 13, 2007 Board of Directors Meeting ([attachment](#))
- D. Approval to proceed to solicit bids for the purchase of 15 automated filter operating valves at the Denniston Water Treatment Plant ([attachment](#))
- E. Award of contract, subject to District Counsel review and approval, for the El Granada Tank # 1 Site Modification Project ([attachment](#))

6) GENERAL BUSINESS

- A. Presentation from Martha Poyatos, Executive Officer of the San Mateo County Local Agency Formation Commission (LAFCo) regarding the local Municipal Service Review process ([attachment](#))
- B. Discussion and acceptance of the Basic Financial Statements for Fiscal years Ending June 30 2007 and 2006, Management's Discussion and Analysis (MD&A) and Internal Control Structure Report – Presentation by Vikki Rodriguez of Maze & Associates ([attachment](#))

- C. Discussion and direction to staff regarding contract with Carollo Engineers for Construction Management services for the El Granada Phase 3 Pipeline Replacement Project ([attachment](#))
- D. Discussion and direction to staff regarding scheduling of Strategic Planning Retreat ([attachment](#))

7) **GENERAL MANAGER'S REPORT**

8) **DIRECTOR COMMENTS / MEETINGS ATTENDED**

9) **MONTHLY INFORMATIONAL REPORTS**

- A. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- B. Total CCWD Production Report ([attachment](#))
- C. CCWD Monthly Sales by Category Report ([attachment](#))
- D. November 2007 Leak Report ([attachment](#))
- E. Rainfall Reports ([attachment](#))
- F. San Francisco Public Utilities Commission Hydrological Conditions Report for November 2007 ([attachment](#))
- G. Monthly Water Resources Report ([attachment](#))
- H. Water Shortage and Drought Contingency Plan Update Report ([attachment](#))
- I. Operations Report ([attachment](#))
- J. Engineering Projects Received for Review during November 2007 ([attachment](#))
- K. District Engineer Work Status Report ([attachment](#))
- L. Advisory Committee Reports -
 - Water Resources Committee - December 3, 2007 - Pilarcitos Integrated Watershed Management Plan (IWMP) workgroup conference call ([attachment](#))
 - Finance Advisory Committee - December 3, 2007 - Agenda discussion items referenced under General Business (Item 6B)

10) **ADJOURNMENT**