

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, December 15, 2009 - 2:00 p.m.

AGENDA

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials 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.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

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 (3) minutes and complete and submit a Speaker Slip.

4) GENERAL BUSINESS

A. Discussion of Connection Sale Survey ([attachment](#))

5) ADJOURNMENT

STAFF REPORT

To: Coastside County Water District Board of Directors
From: David Dickson, General Manager
Agenda: December 15, 2009

Report

Date: December 10, 2009

Subject: Connection Sale Survey

Recommendation:

Authorize staff to proceed with a survey of customer interest in purchasing non-priority connections.

Background:

At the December 8, 2009 meeting, the CCWD Board approved a public notice for a proposed increase in the District's Transmission and Storage Fee and set a public hearing on the increase for February 9, 2010. Anticipating that the District may in the future desire to sell some of the non-priority service connections it now holds, staff has prepared a survey (draft attached) which would help us determine the level of interest in purchasing connections. We will use results of the survey in designing the connection sale process.

With the Board's approval, staff will advertise and distribute the survey as follows:

- Direct mailing to owners of record of parcels within CCWD (approximately 9000 Assessor's Parcel Numbers).
- Advertising in the Half Moon Bay Review and on hmbreview.com
- Notice on the District's website with a link to an online survey tool
- Advertisement on MCTV

Respondents will have until February 1, 2010 to return the survey to the District's offices or complete the survey online. Staff will present the results of the survey at the February 9 Board meeting.

Fiscal Impact:

Cost of \$6,000 to \$8,000 to print, mail, and advertise the survey.

COASTSIDE COUNTY WATER DISTRICT

SURVEY FOR SALE AND PURCHASE OF NON-PRIORITY WATER SERVICE CONNECTIONS

Coastside County Water District (District) intends to offer a limited number of non-priority water service connections for sale beginning in May 2010. In order to assist the District's staff and Board of Directors in developing a fair and equitable approach to allocating the connections, we are conducting a survey to determine interest in purchasing the available non-priority water service connections. If you are interested in purchasing a water service connection in accordance with the general concepts described below, please complete the survey by filling out this form and returning it to the District's offices at the address below by February 1, 2010 or by going online to www.coastsidewater.org.

This is not an offer of sale, and the District reserves the right not to proceed with the proposed connection sale or to change the general concepts applicable to the purchase program.

General concepts for the sale and purchase of connections will include, but not be limited to, the following:

- Each connection purchased must be assigned to a property, by its Assessor's Parcel Number, within the District's boundaries.
- The purchaser must demonstrate that the property is already developed or is potentially developable, and that the water requirements for the property to which the connection will be assigned are commensurate with the number of connections proposed to be purchased.
- Connections purchased under this program will not be transferable to another property.
- The proposed price for a 5/8" (20 gpm) connection is \$13,592. This amount is subject to approval by the District's Board of Directors and will be considered for adoption following a public hearing scheduled for February 9, 2010.
- In addition to the connection purchase price, there will be an administrative fee to cover the District's costs of administering the sale and purchase program.
- The connection(s) must be paid for in full at the time of purchase.
- Service connections which are not installed within 36 months of the purchase date will revert to the District, with a refund to purchaser of the purchase price less the administrative fee
- Purchaser may return connection(s) to the District for a refund of the purchase price less the administrative fee.

Survey Questions

1. Yes/No I am interested in purchasing a connection under the general concepts described above.
2. _____ Number of connections I am interested in purchasing.
3. Current Development Status of Property:
_____ Undeveloped _____ Existing Residence _____ Existing Business
4. Yes/No Is the property currently served by a well? _____ Date installed?
5. _____ Assessor's Parcel Number where connection will be installed
6. _____
Property Address of Connection

Survey must be completed and returned by February 1, 2010 to be considered. The District will mail notices and information regarding the schedule and details of the sale and purchase of the non-priority water service connections directly to all persons who fully complete the survey. The District encourages all people who will consider purchasing a connection to respond to this survey as the District will review all results in determining how to proceed with the sale of available connections.

Name: _____

Address: _____

Preferred Contact Information: _____

Please return survey to CCWD, 766 Main Street, Half Moon Bay, CA 94019