

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 10, 2010

- 1) **ROLL CALL** - President Chris Mickelsen called the meeting to order at 7:03 p.m. Present at roll call: Vice-President Bob Feldman and Directors Ken Coverdell, Jim Larimer and Jerry Donovan.

Also present were: David Dickson, General Manager, Patrick Miyaki, Legal Counsel; Joe Guistino, Superintendent of Operations, Cathleen Brennan, Public Outreach/Program Development/Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENTS**

Steve Leonard, General Manager, Sewer Authority Mid-Coastside - Mr. Leonard introduced himself and stated that he had recently been hired as the General Manager of the Sewer Authority Mid-Coastside (SAM) and that he was looking forward to working together with the Coastside County Water District.

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending July 31, 2010 - Claims: \$561,877.37; Payroll: \$80,156.18 for a total of \$642,033.55
- B. Acceptance of Financial Reports
- C. Minutes of the June 29, 2010 Special Board of Directors Meeting
- D. Minutes of the July 13, 2010 Board of Directors Meeting
- E. Monthly Water Transfer Report
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report

- H. CCWD Monthly Sales by Category Report
- I. July 2010 Leak Report
- J. Rainfall Reports
- K. San Francisco Public Utilities Commission Hydrological Conditions Report for July 2010
- L. Authorization to Write Off Bad Debts for Fiscal Year 2009-2010
- M. Award of Contract for Denniston/San Vicente Flow Measurements
- N. Award of Contract for Crystal Springs Exterior Painting
- O. Award of Contract for Installation of El Granada Tank 1 Fence
- P. Authorization to purchase new fleet vehicle

Director Donovan reported that he had reviewed the monthly financial claims and found all to be in order. He did request that item 4L - Authorization to Write Off Bad Debts for Fiscal year 2009-2010 be pulled from the Consent Calendar for further discussion.

ON MOTION BY Director Donovan and seconded by Vice-President Feldman, the Board voted as follows, by roll call vote, to accept the Consent Calendar, with the exception of item 4L - Authorization to Write Off Bad Debts for Fiscal year 2009-2010:

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

- L. Authorization to Write Off Bad Debts for Fiscal Year 2009-2010

Staff addressed questions from the Board regarding this process and related aspects of the District's billing policies.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize staff to write off bad debts for fiscal year 2009-2010 (July 1, 2009 through June 30, 2010) in the total amount of \$5,809.52:

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

5) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Coverdell reported on his recently attended Bay Area Water Supply and Conservation Agency (BAWSCA) meeting.

Director Larimer stated that he and Director Feldman had attended the San Mateo County Chapter of the California Special Districts Association and recommended that a letter be sent from the District officially requesting that the agency invite Ms. Martha Poyatos, Executive Officer of the San Mateo County Local Area Formation Commission (LAFCo), to make an informational presentation on LAFCo, which would be beneficial for all members of the local chapter of the CSDA.

Vice-President Feldman shared his recent experience at the Association of California Water Agencies (ACWA) Region 5 event, which included a tour of the State Water Project's J.E. Skinner Delta Fish Protective Facility, the Harvey O. Banks Pumping Plant, the Bureau of Reclamation's Jones Pumping Plant and the Tracy Fish Collection Facility, as well as a Region 5 Board meeting, hosted by the Byron Bethany Irrigation District in Byron, CA.

6) **GENERAL BUSINESS**

A. **Resolution 2010-07 Approving An Amendment to Contract Between the Board Administration, California Public Employees' Retirement System and the Board of Directors, Coastside County Water District**

Mr. Dickson provided the background of this agenda item, explaining that this is another step in the process of implementing a second-tier retirement program, under which new employees would be covered by a less expensive plan than the CALPers "2.5% at 55" program provided to current employees. He advised the Board that this Resolution authorizes the Board President to execute an amendment to the District's CALPers contract, which implements this new "Tier 2" plan.

Bob Ptacek, Montara, CA - Inquired if anyone had any knowledge if these types of contracts could possibly be modified to create an adjustable second tier plan which could be reflective of the economy.

Mr. Miyaki and Mr. Dickson addressed Mr. Ptacek's question, stating that they did not believe that type of option is offered by CALPers.

ON MOTION BY Vice-President Feldman and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to adopt Resolution 2010-07 Approving An Amendment to Contract Between the Board Administration, California Public Employees' Retirement System and the Board of Directors, Coastside County Water District:

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

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

- **Water Reclamation Update** - Mr. Dickson advised the Board that he had recently met with the new Sewer Authority Mid-Coastside (SAM) Manager, Mr. Steven Leonard, and indicated that with this new perspective, he felt a renewed optimism concerning possible progress and cooperation regarding a recycled water project.
- **Connection Sale Status** - Mr. Dickson reviewed the action that has transpired in relation to the current connection sales process, including the notification and advertising schedule, and advised the Board that the applications are due by August 31, 2010, and that the District will conduct a lottery (if necessary) at 10:00 a.m. on September 1, 2010 at the District office.
- **Ethics Training** - Mr. Dickson reminded the Board of the mandatory ethics training requirements and suggested several alternatives for compliance.

Operations Report

Mr. Guistino reviewed the highlights of his monthly report, including the Nunes inlet pipeline break, an update on the short-term-improvements project, and his plans and commitment for obtaining compliance with the District's backflow program within the community.

A. Water Resources Report

Ms. Brennan referenced her staff report which reviewed the District's water efficiency activity for fiscal year 2009-2010.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

The meeting was adjourned at 8:19 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, September 14, 2010.

Respectfully submitted

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors