

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 27, 2011

- 1) **ROLL CALL** - President Bob Feldman called the meeting to order at 3:02 p.m. Present at roll call: Director Ken Coverdell, Vice-President Jerry Donovan, and Director Chris Mickelsen. Director Jim Larimer arrived at 3:08 p.m.

Also present were: David Dickson, General Manager, Joe Guistino, Superintendent of Operations, and JoAnne Whelen, Administrative Assistant/Recording Secretary.

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENTS** - There were no public comments.
- 4) **GENERAL BUSINESS**

A. Award of Contract for 2011 Denniston Reservoir Maintenance Dredging

Mr. Dickson introduced this agenda item and explained that annual dredging around the intakes of the Denniston Water Treatment Plant takes place in October, per the conditions of the District's streambed alteration permit issued by the California Department of Fish and Game. He reported that two informal bids were submitted and that the low bid was received from Andreini Brothers in the amount of \$16,525.00.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to authorize staff to enter into a contract with Andreini Brothers Construction to dredge 400 cubic yards of silt and remove vegetation from around the Denniston intakes and dam face, at a cost of \$16,525.00:

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

B. Approval of Contract for Judith Court Pipeline Replacement and Paving

Mr. Dickson reminded the Board of the recent failure of the aged and corroded cast iron main on Judith Court and the subsequent leak and substantial damage that occurred, which was previously discussed at the September 13, 2011 Board meeting. Mr. Dickson suggested that, since this is the second major leak in four years on this main and the cost of the asphalt work repairs will be considerable, he is recommending that the District replace the main on this short cul de sac with new, ductile iron main before the road surface is repaired. He advised that two bids had been received from local contractors, and that the low bid was submitted by Andreini Brothers Construction for the main replacement and service hook-ups in the amount of \$19,460.00 and the complete pavement repairs in the sum of \$19,320.00.

ON MOTION BY Vice-President Donovan and seconded by Director Coverdell, the Board voted as follows, by roll call vote, to authorize staff to contract with Andreini Bros. Construction to: 1) replace 210 feet of 4" cast iron main with 4" ductile iron on Judith Court, at a cost of \$19,460.00, and 2) complete pavement repairs on Judith Court at a cost of \$19,320.00:

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

C. Approval of Contract with North Coast Divers for Crystal Springs Reservoir Work

Mr. Dickson noted that this item had also recently been discussed at the September 13, 2011 Board meeting and reiterated that the pneumatic valve actuator for one of the Crystal Springs intake valves has failed. He outlined the plan that staff has developed to remove the failed actuator and corresponding valve, leaving the intake open. He explained that a future project would entail the removal of the remaining actuated valve and the reinstallation of both valves under the intake screens in the Crystal Springs Reservoir. He advised that North Coast Divers is an experienced local firm that has worked with the District on the Crystal Springs intakes in the past, and are available to complete the work during the week of October 3, 2011. Mr. Dickson and Mr. Guistino also answered

questions from the Board and provided additional details of the proposed plans.

ON MOTION BY Director Coverdell and seconded by Vice-President Donovan, the Board voted as follows, by roll call vote, to authorize staff to contract with North Coast Divers for diving services to support removal of the failed Crystal Springs intake valve actuator, for an estimated time and materials cost of \$17,490.00:

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

D. Resolution Authorizing Execution of the Installment Sale Agreement Between Coastside County Water District and the California Infrastructure and Economic Development Bank

Mr. Dickson noted that this item was also previously discussed at the August 9, 2011 Board of Directors meeting and that since that time, he and District Counsel Patrick Miyaki have worked with the California Infrastructure and Economic Development Bank (I-Bank) to finalize the Installment Sale Agreement. He explained that approval of the Resolution would authorize the General Manager to make minor modifications to the approved agreement form and to execute and deliver all documents necessary to complete the I-Bank financing. Mr. Dickson answered several questions about the agreement from the Board.

ON MOTION BY Vice-President Donovan and seconded by Director Larimer, the Board voted as follows, by roll call vote, to approve Resolution 2011-16, A Resolution of the Board of Directors of the Coastside County Water District Authorizing the Execution and Delivery of the Installment Sale Agreement by and between the Coastside County Water District and the California Infrastructure and Economic Development Bank and Approving Certain Other Matters in Connection Therewith, providing \$6,756,500. in Financing for the Denniston Creek Water Treatment Plant Improvements Project:

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

President Feldman commended Mr. Dickson on instituting this approach for the funding of this project, which is key to the District's long-term strategy, and will ultimately assist the District in maintaining a reasonable cost base for water service to the community.

D. General Manger Objectives for 2011-2012

Mr. Dickson stated that this is the typical annual review and objective setting process and the sequence of activities has included meetings with the District's Human Resources Committee members, and now an opportunity for the Board to review and discuss the General Manager's proposed objectives for 2011-2012.

Mr. Dickson summarized each of the long-term objectives in detail, starting with the Water Supply Objectives, which included water supply planning and preserving and enhancing the local water supply in Denniston. He also elaborated on his plans for the District's Infrastructure, including the efforts to complete the approved Capital Improvement Projects, comprised of the Denniston improvements, the SCADA upgrade project and the development of a long-term pipeline replacement schedule and budget. Finally, Mr. Dickson explained his Strategic Planning goals, which included a planning workshop and the subsequent development of a strategic planning document based on the workshop.

Board discussion ensued, regarding the possibility of including an analysis of the District's organization as a separate goal topic, as originally presented by the General Manager to the Human Resources Committee members. Direction was given for the General Manger to add these items back into the list of objectives, detailed under District Organization as 1). Prepare a comprehensive review of the District's organization and 2). Provide a recommendation to the Board of any policies, actions and/or resources necessary for the proposed reorganization of the District.

President Feldman summarized the procedure, reiterating that the General Manager would revise the list of objectives to include the District's Organization as a topic, and distribute the list, along with the evaluation form and a copy of the General Manager's 2010-2011 Objectives to the Board. He also stated that the General Manager's Performance Evaluation will take place in a Closed Session at the October 11, 2011 Regular Monthly Board of Directors meeting.

5) ADJOURNMENT

ON MOTION BY Vice-President Donovan and seconded by Director Coverdell, the Board voted as follows, to adjourn the September 27, 2011 Special Meeting of the Coastside County Water District's Board of Directors:

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

The meeting was adjourned at 4:08 p.m. The next Regular Board of Directors meeting is scheduled for Tuesday, October 11, 2011.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Robert C. Feldman, President
Board of Directors