

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Wednesday, September 29, 2010**

- 1) **ROLL CALL** - President Chris Mickelsen called the meeting to order at 9:02 a.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, and JoAnne Whelen, Administrative Assistant/Recording Secretary

- 2) **PUBLIC COMMENTS:** There were no public announcements.

- 3) **GENERAL BUSINESS**

- A. **Approval of Kennedy/Jenks Proposal for Aerial Mapping and Surveying of Denniston/San Vicente Watershed Easements**

Mr. Dickson introduced this item and provided the background, advising the Board that Peninsula Open Space Trust (POST), owner of the Denniston and San Vicente Creek watershed lands plans to transfer most of the property to the Golden Gate National Recreation Area (POST) unit of the National Park Service (NPS) in the near future. He informed the Board that he and District Counsel Patrick Miyaki, and Special Water Rights Counsel Alan Lilly, have been working intensively over the past several months to address the District's concerns with preservation of the District's property rights acquired through agreements in 1977 and 1985.

Mr. Dickson explained that through discussions with POST and NPS, it is now required that the District gain a more detailed understanding of where the District's easements are located with reference to existing physical features and that the best way to acquire this information is through aerial surveying and mapping. He further explained that Kennedy/Jenks (KJ) has submitted a proposal with a scope of work that

includes aerial survey and mapping of the District's parcels and easements in the watershed area, and a topographic survey and preparation of a background site plan for the Denniston Creek Pump Station.

Board discussion ensued with Mr. Dickson addressing comments and questions from the Board regarding the project site, the scope of work, and the project timing and scheduling.

**ON MOTION BY Director Larimer and seconded by Vice-President Feldman, the Board voted as follows, by roll call vote, to authorize the General Manager to execute an agreement with Kennedy/Jenks Consultants to provide professional engineering and surveying/mapping services in an amount not to exceed \$33,600.00**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Feldman</b>	<b>Aye</b>
<b>Director Larimer</b>	<b>Aye</b>
<b>Director Donovan</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Aye</b>

**B. General Manager Objectives for 2010/2011**

Mr. Dickson reported that he had recently met with the members of the District's Human Resources Committee and reviewed the process established to set objectives and complete the General Manager's performance evaluation. He referenced his staff report and explained that the focus of his objectives was long term and major themes, rather than an emphasis on the General Manager's day to day operations and responsibilities of running the District. He proceeded to review the goals listed under each of the three major categories, Water Supply, District Infrastructure and District Financing.

The objectives discussed for the District's Water Supply included the completion of the Water Supply Evaluation Report, the tasks involved in preserving and enhancing the local water supply in Denniston, and the steps involved in continuing to pursue a Water Reclamation Project.

Mr. Dickson also identified the current infrastructure improvement projects that are on schedule for completion including the Denniston Improvements, the Supervisory Control and Data Acquisition System

(SCADA) Upgrade Project and the recoating of the Alves and the Half Moon Bay No. 1 tanks.

Mr. Dickson also reviewed his plans to complete a round of loan or bond financing as needed to complete Capital Improvement Projects and maintain the District's reserve fund balances.

The Board was advised of the schedule to complete the General Manager's performance evaluation forms and that the performance evaluation is scheduled for discussion in a closed session at the October 12, 2010 Board of Directors meeting.

#### 4) **ADJOURNMENT**

The meeting was adjourned at 10:44 a.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, October 12, 2010.

Respectfully submitted,

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David R. Dickson, General Manager  
Secretary of the Board

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Chris R. Mickelsen, President  
Board of Directors