

COASTSIDE COUNTY WATER DISTRICT
Minutes of the Regular Meeting of the Board of Directors
766 Main Street, Half Moon Bay, CA 94019
October 8, 2002 – 7:30 p.m.

- 1) ROLL CALL: President John Muller called the meeting to order at 7:32 p.m. Present were Directors Jim Larimer, James Marsh, Eleanor Wittrup and Chris Mickelsen. Also present were Ed Schmidt, General Manager; Dave Mier, Superintendent; Anthony Condotti, Legal Counsel; James Teter, Engineer; JoAnne Whelen, Administrative Assistant; and Linda Goetz, Recording Secretary. There were approximately four people in the audience.
- 2) PLEDGE OF ALLEGIANCE: Everyone stood for the Pledge of Allegiance.
- 3) INTRODUCTIONS: The General Manager announced that Matt Damrosch District Maintenance Worker, passed the Grade II Water Distribution Operator exam and is now certified. He will be taking the Grade II Water Treatment test in the near future. He also introduced Art Jensen of the Bay Area Water Users Association and Oscar Braun, both of whom would speak before the Board.
- 4) PUBLIC ANNOUNCEMENTS:
 - A. *Oscar Braun*, 1589 Higgins Canyon Road, Half Moon Bay, Executive Director of the Half Moon Bay Coastside Foundation aka Save Our Bay, presented a packet regarding a lawsuit against San Mateo County.
- 5) APPROVAL OF THE AGENDA:

ON MOTION by Director Wittrup, seconded by Director Mickelsen, the Board unanimously approved the Agenda as presented.
- 6) CONSENT CALENDAR:
 - A. Requesting the Board to review payment of claims for the month ending September 30, 2002 in the amount of \$612,971.24.
 - B. Acceptance of Financial Reports.
 - C. Minutes of Meeting of September 10, 2002.

Director Marsh questioned the financial reports presented in Item 6-B. The General Manager stated that staff would make the corrections and supply the Board with the corrected copies. The following action was taken:

ON MOTION by Director Marsh, seconded by Director Wittrup, the Consent Calendar was unanimously approved as amended.

7) REPORT OF THE GENERAL MANAGER:

- A. Update and possible direction to staff regarding the signing of three bills by Governor Davis, impacting the Hetch Hetchy Water System: The General Manager introduced Art Jensen, the Manager of the Bay Area Water Users Association, who explained the practical and political impacts of the legislation, as well as BAWUA's role in writing the three bills. He also answered questions from the Board. No action was taken.

- B. Update on recent activities regarding the El Granada Pipeline Project Appeals and possible direction to staff regarding the California Coastal Commission Hearing for Appeal Nos. A-2-SMC-99-65 and A-1-HMB-99-20: The General Manager reported that the California Coastal Commission hearing is scheduled to be held at the Hyatt Regency Hotel in San Francisco, CA, on a date to be determined between December 10, 2002 and December 13, 2002. Coastside County Water District has been informed that a copy of the California Coastal Commission's staff report will be available to the District on November 22, 2002. The General Manager also reported that he attended a Mid Coast Community Council Meeting, whose Board voted 5-1-1 in favor of sending a letter to the California Coastal Commission supporting the City of Half Moon Bay's position paper. The General Manager will respond to the letter when the District receives its copy.

- C. Discussion and possible adoption of Resolution 2002-15, a resolution designating an authorized representative to file an application and enter into a grant agreement for a grant to conduct groundwater studies or to implement groundwater monitoring and management activities under the Local Groundwater Assistance Fund: After presentation by the General Manager, the following action was taken:

**ON MOTION by Director Wittrup, seconded by
Director Marsh, the Board unanimously approved
the adoption of Resolution 2002-13 authorizing the
General Manager to act as the District's designated
representative to receive the Local Groundwater
Assistance grant, should it be awarded, by roll call
vote:**

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| Director Larimer | Aye |
| Director Marsh | Aye |
| Director Mickelsen | Aye |
| Director Wittrup | Aye |
| President Muller | Aye |

- D. Discussion and possible direction to staff regarding opposition to the Liability Exemption for Ethanol/MTBE Polluters within the Energy Policy Act of 2002: The General Manager presented a letter that he recently sent to Congressional representatives in support of opposing liability exemption for Ethanol/MTBE Polluters. The Board supported his action.
- E. Discussion and possible direction to staff to continue to seek estimates on all three phases of the remodeling concept for the Crew Building, including an additional estimate for the demotion and replacement of the building: The General Manager presented one architectural estimate and announced that the Human Resource Committee had decided to seek additional estimates, to include demolition. The Board confirmed their commitment to the project, and directed the General Manager to seek additional estimates.
- F. General Manager Activities: The General Manager referred to his written report as contained in the agenda packet. He added that he and President Muller met with the Superintendent of Cabrillo School District, John Bayless, who is actively implementing water conservation methods.
- G. Correspondence: The following items were presented in the agenda packet. No comments were made.
 - 1) San Francisco Bay Area Water Users memo regarding: Governor Signed Three Bills Protecting Hetch Hetchy and update on Legislation; (2) E-mail correspondence from Ed Schmidt dated September 16, 2002 regarding three grant possibilities; (3) Letter from Half Moon Bay Fire Protection District dated September 11, 2002

8) AGENDA ITEMS REQUESTED BY BOARD MEMBERS:

- A. Discussion and possible direction to staff regarding 2000-2005 Urban Water Management Plan: The General Manager presented correspondence and research generated as a result of an e-mail from a member of public who feels the District needs to entirely revise its Urban Water Management Plan as it relates to projected drought scenarios. The General Manager noted that Mr. Doug Donaldson, author of the District's Urban Water Management Plan, advised waiting for the next regularly required update in 2005. The following action was taken:

ON MOTION by Director Wittrup, seconded by Director Marsh, the Board unanimously directed the General Manager to respond to the review summary from the Department of Water Resources and also provide clarification to them that the District does not have a Reclamation Program.

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| Director Larimer | Aye |
| Director Marsh | Aye |
| Director Mickelsen | Aye |
| Director Wittrup | Aye |
| President Muller | Aye |

BREAK: At 8:50 p.m. the Board adjourned the meeting for a break and returned at 9:03 p.m.

9) ENGINEER'S REPORT:

- A. Engineering Projects Received in September 2002: None.
- B. District Engineer Work Status Report:
 - 1. Paving and Drainage Improvements at the Alves Tank Site: Engineering work is completed until a CDP or an exemption has been obtained.
 - 2. El Granada Storage Tank 3 Site: Preparation of the contract drawings is in progress.
 - 3. El Granada Transmission Pipeline. Tentative schedule previously sent to the Board.
 - 4. Carter Hill West Pipeline: A draft report is projected to be available October 11, 2002.
 - 5. Reclamation Project – Anticipate that a Draft report will be provided by Carollo Engineers by November 1, 2002. Environmental Analysis for Carter Hill West Pipeline: A draft environmental report will be ready and provided by October 11, 2002 by EIP Associates.

- 10) OPERATIONS REPORT: Superintendent Dave Mier announced his retirement effective December 28, 2002. The General Manager reported that John Davis will act as Interim Superintendent, with Mr. Mier available on a part-time basis to assist. The Board directed staff to proceed with changes to the job description and begin the recruiting process.
- A. Water Service Connections Installed, Priority and Non-Priority: Seven water meters were installed in September and eight water connections.
 - B. Capital Improvement Program Progress: \$172,399 was expended in September, \$109,222 of which was for the Alameda Pipeline Replacement Project.
 - C. Water Sample Report, Local Production, Water Purchases, Leaks, etc: Water production totaled 91.96 million gallons, and sales totaled 112.20 million gallons. The peak 24-hour demand period was on Monday, September 2 at 2,454 gpm. Nine leaks were repaired. .25 inches of measurable precipitation was recorded at the District office.
 - D. Carter Hill West Pipeline Pressure Readings: Pressures were well above the minimum recommended psi, primarily because peak demands are down.
- 11) MEETINGS ATTENDED/SCHEDULED:
- A. Selection of a date to schedule the Environmental Analysis Workshop: A Tuesday evening in January was determined to be the most convenient for the Directors.
 - B. Hydraulic Model Committee Meeting – September 12, 2002: Director Larimer reported attending the meeting and noted that Mr. John Meador presented some interesting software using California coordinate systems. Director Wittrup suggested that we notify Mr. Meador that the District has a GIS map.
 - C. Water Conservation meeting with Cabrillo Unified School District Superintendent John Bayless – September 23, 2002, attended by President Muller and Ed Schmidt: The School District is implementing water conservation efforts as discussed earlier in the meeting. The General Manager also announced that staff is working with the City to get permission to use Todd Engineers to perform the Pilarcitos Creek Groundwater study. Discussion ensued as to whether the Board would like to have a Special Meeting on the topic, and it was decided that it should be agendized for the regular November Board meeting and publicized to the public, with an ad placed in the Half Moon Bay Review.

- D. Human Resource Committee Meeting – October 3, 2002: Director Wittrup reported that a replacement consultant has been assigned to complete and provide the performance-based evaluation forms and associated training. The task is now 70 percent complete.
 - E. San Francisco Bay Area Water Users Association – Quarterly Meeting, attended by Director Mickelsen on October 3, 2002: Director Mickelsen concurred with the report presented by Art Jensen earlier in the meeting.
 - F. Scheduled – Human Resource Committee meeting, October 17, 2002: Noted.
 - G. Scheduled – Hydraulic Model Committee meeting, November 14, 2002. Noted.
- 12) AGENDA ITEMS AND DIRECTOR COMMENTS: None.
- 13) CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Cal. Government Code Section 54956.9) *Beuth v. Coastside County Water District – SMSC Case No. 407917*): The Board went into Closed Session at 9:25 p.m. Counsel will report any action taken in Closed Session in a separate memorandum.
- 14) ADJOURN: The Recording Secretary was not present for adjournment, which occurred after the Closed Session. The next meeting of the Board of Directors will be a Regular Meeting on November 12, 2002 at 7:30 p.m.

Respectfully submitted,

Ed Schmidt, General Manager

APPROVED:

John Muller, President