

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, October 13, 2015

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:00 p.m. Present at roll call: Directors Ken Coverdell, Steve Flint, Glenn Reynolds and Vice-President Arnie Glassberg.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - There were no public comments.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending September 30, 2015:
Claims: \$1,200,191.10; Payroll: \$87,981.24 for a total of \$1,288,172.34
➤ *September 2015 Monthly Financial Claims reviewed and approved by
Director Glenn Reynolds*
- B. Acceptance of Financial Reports
- C. Monthly Water Transfer Report
- D. Approval of Minutes of September 8, 2015 Regular Board of Directors Meeting
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report - September 2015
- H. September 2015 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Report for August 2015
- K. San Francisco Public Utilities Commission Hydrological Report for September 2015

- L. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year ending 2014-2015
- M. Resolution 2015-11 to Amend Resolution 2015-08 Regarding the Rate and Fee Schedule

Director Reynolds reported that he had reviewed the monthly claims and found all to be in order.

ON MOTION BY Director Coverdell and seconded by Director Glassberg, the Board voted as follows, by roll call vote, to accept and approve the Consent Calendar in its entirety:

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|--------------------------|-----|
| President Mickelsen | Aye |
| Director Coverdell | Aye |
| Director Flint | Aye |
| Vice-President Glassberg | Aye |
| Director Reynolds | Aye |

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Vice-President Glassberg reported that he had attended the recent Recycled Water Committee meeting with Mr. Dickson and Ms. Rogren.

President Mickelsen provided an update on the Mountain Tunnel project as reported at the last BAWSCA meeting.

6) GENERAL BUSINESS

A. El Granada Pipeline Replacement Final Phase Project - Adoption of Mitigated Negative Declaration and Approval of the Project

Mr. Dickson summarized the background of the project, described the project details and reviewed the history of the District's California Environmental Quality Act (CEQA) efforts. Mr. Dickson also introduced Stephen Tarantino, P.E., Vice President of Erler & Kalinowski (EKI) and Jonathan Hidalgo, Environmental Planner with WRA Environmental Consultants.

ON MOTION BY Vice-President Glassberg and seconded by Director Flint, the Board voted by roll call vote, to approve Resolution 2015-12 Adopting a Mitigated Negative Declaration for the El Granada Pipeline Replacement Final Phase Project and Approving the Project:

| | |
|--------------------------|-----|
| President Mickelsen | Aye |
| Director Coverdell | Aye |
| Director Flint | Aye |
| Vice-President Glassberg | Aye |
| Director Reynolds | Aye |

B. Quarterly Financial Review

Ms. Rogren reviewed the key highlights of the first quarter of Fiscal Year 2015-2016, including year-to-date revenue of \$154,000 below budget, noting that it is primarily due to greater than projected water use reductions. She also summarized details of the \$244,000 under plan in year-to-date expenses.

7) GENERAL MANAGER'S REPORT AND MONTHLY INFORMATIONAL REPORTS

Mr. Dickson thanked Ms. Rogren and the staff for handling the District's business so competently during his vacation in September. He also updated the Board with details of the recent meetings of the Recycled Water Committee.

A. Operations Report - Mr. Guistino reviewed monthly highlights, including the Washington-Ventura Street Main Replacement Project, the Highway 92 water leak and the updates to the Nunes Caustic Feed System.

B. Water Resources Report - Ms. Brennan provided a report on the water savings update, the 2015 Urban Water Management Plan, and results of the end of water year 2015.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests from the Directors for any future agenda items.

9) ADJOURNMENT - The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

David R. Dickson General Manager
Secretary of the District

Chris Mickelsen, President
Board of Directors