

*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, December 10, 2013**

- 1) **ROLL CALL:** President Ken Coverdell called the meeting to order at 7:00 p.m. Present at roll call: Director Chris Mickelsen. Vice-President Glenn Reynolds was absent. Steve Flint, newly elected Director and Arnie Glassberg, newly appointed Director were in attendance. Outgoing Director Bob Feldman was also present in the audience.

Also present were: David Dickson, General Manager; Joe Guistino, Superintendent of Operations; Patrick Miyaki, Legal Counsel; JoAnne Whelen, Administrative Assistant/Recording Secretary; Cathleen Brennan, Water Resources Analyst and Gina Brazil, Office Manager. San Mateo County Supervisor Don Horsley was also present.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **SPECIAL ORDER OF BUSINESS**

A. **Certificates from San Mateo County Chief Elections Officer and Administration of the Oath of Office to newly elected Directors Chris Mickelsen and Steve Flint**

B. **Ceremonial Administration of the Oath of Office to appointed Director Arnie Glassberg**

President Coverdell stated that the District was honored to have Supervisor Don Horsley present to administer the oaths of office to newly elected Directors, Chris Mickelsen and Steve Flint and to newly appointed Director Arnie Glassberg.

Supervisor Horsley administered the oath of office and expressed his congratulations to all.

President Coverdell welcomed new members Steve Flint and Arnie Glassberg and returning Director Chris Mickelsen to the Board.

**C. Resolution 2013-08 - A Resolution of the Board of Directors of the Coastside County Water District expressing its Gratitude to Bryan Hannegan for his Leadership and Dedicated Service**

President Coverdell began reading Resolution 2013-08 honoring Bryan Hannegan and noted that the majority of the accomplishments listed in the Resolution were the same accomplishments listed in the next Resolution, 2013-09, honoring Bob Feldman, and that he would entertain a motion to adopt Resolution 2013-08, and then would read the achievements of both Directors.

**ON MOTION BY Director Glassberg and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to adopt Resolution 2013-08, a Resolution of the Board of Directors of the Coastside County Water District expressing its Gratitude to Bryan Hannegan for his Leadership and Dedicated Service:**

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

**D. Resolution 2013-09 - A Resolution of the Board of Directors of the Coastside County Water District expressing its Gratitude to former Director Bob Feldman for his Leadership and Dedicated Service**

President Coverdell read the extensive list of accomplishments achieved during the period of Bob Feldman's and Bryan Hannegan's service on the CCWD Board.

**ON MOTION BY Director Mickelsen and seconded by Director Flint, the Board voted as follows, by roll call vote, to adopt Resolution 2013-09, a Resolution of the Board of Directors of the Coastside County Water District expressing its Gratitude to Bob Feldman for his leadership and dedicated service:**

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

President Coverdell then presented Mr. Feldman with a gift from the District's Board and Staff, a clock with an engraved plaque expressing recognition and appreciation of his sense of humor, dedication, and leadership in achieving the goals and mission of the District during his terms serving as Director, Vice-President and Board President.

Mr. Feldman expressed his appreciation and said that it had been a privilege to work with the Board, the General Manager, District staff, and everyone at CCWD, which in his view represents the most transparent, professional, and efficiently run agency on the coastside. He welcomed the two new Board members, and stated that he felt that they would do the District and the community justice and would serve to enhance and continue the accomplishments of the District now and in the future.

**E. Election of Coastside County Water District Board President and Vice-President**

For the benefit of the two new Directors, President Coverdell briefly outlined the election procedure and term details associated with the positions. He then opened the nomination period. Director Flint nominated Director Glenn Reynolds to serve as President, which was seconded by Director Glassberg. There were no further nominations for this position and President Coverdell closed the nominations.

**ON MOTION BY Director Flint and seconded by Director Glassberg, the Board voted as follows, by roll call vote, for Director Glenn Reynolds to serve as the Board President for the December 2013 to December 2014 term:**

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

Next, President Coverdell opened the nominations for the position of Vice President. Director Glassberg nominated Director Chris Mickelsen, which was seconded by Director Flint, followed by the closing of the nominations.

**ON MOTION BY Director Glassberg and seconded by Director Flint, the Board voted as follows, by roll call vote, for Director Chris Mickelsen to serve as the Board's Vice President for the December 2013 to December 2014 term:**

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

**5) BRIEF RECESS FOR REFRESHMENTS**

President Coverdell then briefly adjourned the meeting at 7:26 p.m. for a celebratory reception and refreshments. The meeting was reconvened at 7:56 p.m.

**6) CONSENT CALENDAR**

- A. Approval of disbursements for the month ending November 30, 2013:  
Claims: \$622,350.91; Payroll: \$75,689.79; for a total of \$698,040.70  
➤ *November 2013 Monthly Financial Claims reviewed by Director Mickelsen*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of November 12, 2013 Special and Regular Board Meetings
- D. Approval of Minutes of November 22, 2013 Special 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 - November, 2013
- H. November 2013 Leak Report
- I. Rainfall Reports
- J. Notice of Acceptance of Subdivision Utility System - 925 Main Street Senior Housing
- K. Notice of Completion - San Benito Street Pipeline Replacement Project

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

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

<b>Director Mickelsen</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Absent</b>
<b>Director Flint</b>	<b>Aye</b>
<b>Director Glassberg</b>	<b>Aye</b>
<b>President Coverdell</b>	<b>Aye</b>

**7) MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Mickelsen reported on a recent Bay Area Water Supply & Conservation Agency (BAWSCA) meeting that he had attended.

**8) GENERAL BUSINESS**

**A. Crystal Springs Spare Pump for 350 HP Unit**

Mr. Guistino summarized the background of this agenda item, explaining the need for the spare pump. He answered a few questions from the Board about the operation of the Crystal Springs Pump Station.

**ON MOTION BY Director Glassberg and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to authorize staff to purchase a Weir Flowway Model 12DKH - 16 stage vertical pump from Pump Repair Service Company at a cost of \$40,671.23:**

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

**B. Proposed Amendments to the Coastside County Water District Indoor Water Use Efficiency Ordinance**

Ms. Brennan reviewed details of the current Ordinance 2010-01 and explained that the proposed amendments to the ordinance are necessary to meet the changes in the 2013 California Plumbing Code, which becomes effective on January 1, 2014 and is currently in the process of being adopted by the County of San Mateo and the City of Half Moon Bay. She also reviewed the substantive changes to the ordinance and the affected projects. She advised the Board that with their approval, a public hearing will be set for January 14, 2014 for the amended Indoor Water Use Efficiency Ordinance.

**ON MOTION BY Director Flint and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to consider the proposed amendments to the Indoor Water Use Efficiency Ordinance and set a public hearing on the amended ordinance for January 14, 2014 at 7:00 pm:**

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

**9) GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS**

**B. Water Resources Report**

Ms. Brennan referenced the press release that she had included in her report, from the California Department of Water Resources (DWR), describing an experimental forecast that predicts a dry winter for water year 2014.

**A. Operations Report**

Mr. Dickson reported that he and Mr. Guistino had recently taken some photographs of current work in progress and shared a series of photos featuring the El Granada Tank # 2 Repair and Recoating Project, the Stone Dam Temporary Pipeline, the Denniston Creek Channel Clearing and Reservoir Dredging, and the Avenue Cabrillo Phase II Pipeline Replacement Project.

**10) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

Former President Coverdell suggested that, based on the dry year prediction that staff plan to agendize discussion of some drought planning measures in the near future. Mr. Dickson advised that staff has been working on a number of related projects, and would be reporting the ongoing progress to the Board at the January 2014 Board meeting.

**11) ADJOURNMENT - The meeting was adjourned at 8:40 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, January 14, 2014.**

Respectfully submitted,

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David R. Dickson, General Manager  
Secretary of the District

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Glenn Reynolds, President  
Board of Directors