

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 8, 2019

- 1) **ROLL CALL** - The special meeting began at 6:00 p.m. Present at roll call: Directors Ken Coverdell, Arnie Glassberg, Chris Mickelsen, Vice-President Bob Feldman, David Dickson, General Manager; and Mary Rogren, Assistant General Manager. President Glenn Reynolds was absent.
- 2) **PUBLIC COMMENT** - There were no public comments.
- 3) **CLOSED SESSION**
 - A. **Conference with Labor Negotiator**
Pursuant to California Government Code Section 54957.6
Agency Designated Representatives: David Dickson, General Manager
and Mary Rogren, Assistant General Manager
Employee Organization: Teamsters Union, Local 856
 - B. **Public Employee Performance Evaluation**
Pursuant to California Government Section 54957
Title: General Manager
- 4) **RECONVENE TO OPEN SESSION** - Vice-President Feldman reported that there was no Board action taken on agenda items 3A and 3B.
- 5) **ADJOURNMENT** - The Special Meeting was adjourned at 7:01 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Robert Feldman, Vice President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

Tuesday, August 8, 2017

- 1) **ROLL CALL** - Vice-President Bob Feldman called the meeting to order at 7:01 p.m. Present at roll call: Directors Ken Coverdell, Arnie Glassberg, and Chris Mickelsen. President Glenn Reynolds was absent.

Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Joe Guistino, Superintendent of Operations, Patrick Miyaki Legal Counsel; Cathleen Brennan, Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary 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 July 31, 2017:
Claims: \$1,415,725.35; Payroll: \$95,520.24 for a total of \$1,511,245.59
➤ *July 2017 Monthly Financial Claims reviewed and approved by Director Glassberg*
 - B. Acceptance of Financial Reports
 - C. Approval of Minutes of July 11, 2017 Regular and Special Board of Directors Meetings
 - D. Monthly Water Transfer Report
 - E. Installed Water Connection Capacity and Water Meters Report
 - F. Total CCWD Production Report
 - G. CCWD Monthly Sales by Category Report - July 2017
 - H. Monthly Emergency Main & Service Repairs Report and Water Line Flushing Report
 - I. Monthly Rainfall Reports
 - J. S.F.P.U.C. Hydrological Report for the month of July 2017
 - K. Approval of Calcon Work Directive 17-04 for the Denniston Booster Pump Station Project and Calcon Work Directive 17-05 for Replacement of the Crystal Springs Pump # 3 Soft Start

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

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

5) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

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

6) **GENERAL BUSINESS**

A. **Authorize Entering into an Agreement with WaterSmart Software**

Ms. Rogren provided the background of the District’s interest in WaterSmart Software, including staff’s research of the capabilities and features, reference checks, etc. She also reviewed the key terms, utility benefits and customer benefits and answered a few questions from the Board members. Patrick Miyaki advised the Board that Hanson Bridgett had reviewed the proposed agreement and that it is acceptable from a legal perspective.

ON MOTION BY Director Coverdell and seconded by Director Glassberg the Board voted by roll call vote to authorize the General Manager to enter into a professional service (“Software as a Service”) agreement with WaterSmart Software for an analytics dashboard and customer engagement portal:

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

B. **Advanced Metering Infrastructure Project - Authorization to Purchase Meter Transmissions Units, Badger Meters, and Meter Box Lids**

Ms. Rogren introduced this agenda item, summarized the background of this project and reviewed staff’s recommendations. Mr. Dickson provide further details regarding the eventual contract for the installations.

ON MOTION BY Director Glassberg and seconded by Director Mickelsen the Board voted by roll call vote to (1) authorize the General Manager to purchase remaining portion of Meter Transmission Units (MTUs) and services pursuant to and contemplated in the agreement with Aclara Technologies Inc., dated October 11, 2016 in an amount not to exceed \$600,000; (2) Determine that waiving the competitive bidding requirements of Resolution 2016-09 for the purchase of Badger ultrasonic meters is in the best interests of the District, and authorize the

General Manager to proceed with sole-source procurement of Badger ultrasonic meters from National Meter and Automation Inc. in an amount not to exceed \$550,000; and (3) Determine that waiving the competitive bidding requirements of Resolution 2016-09 for the purchase of Nicor polymer meter box lids is in the best interests of the District, and authorize the General Manager to proceed with sole-source procurement of Nicor lids from National Meter and Automation, Inc. in an amount not to exceed \$125,000:

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

C. Approval to Proceed with Emergency Replacement of Highway 92 Potable Water Pipeline Section at La Nebbia Winery

Mr. Dickson provided the background and challenges of this project. He advised that one of the most severely deteriorated sections, running approximately 550 feet in front of and beyond La Nebbia winery, has been the site of eight leaks over the past few years and that there is currently an active leak in this section of pipeline which has saturated the field east of La Nebbia. He reported that considering the difficulty of repairing the leak and the risk of future leaks, staff has evaluated a number of alternatives for bypassing the problem section; Mr. Dickson then reviewed details of the preferred approach.

ON MOTION BY Director Mickelsen and seconded by Director Coverdell, the Board voted by roll call vote to (1) Determine that waiving the competitive bidding requirements of Resolution 2016-09 for the purchase of materials and supplies is in the best interest of the District, and authorize staff to proceed with purchase of materials at a cost of approximately \$52,000 for replacement of a section of the Highway 92 Potable Water Pipeline running in front of La Nebbia Winery and (2) Determine that waiving the competitive bidding requirements of Resolution 2016-09 and that contracting on a sole-source basis with Andreini Brothers to install the replacement pipeline is in the best interest of the District based on the urgent need to complete the project and authorize the General Manager to execute a contract with Andreini Brothers for a total not to exceed \$59,000:

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

D. Award of Contract - Downtown Half Moon Bay 2 Inch Pipeline Replacement Project

Mr. Guistino summarized the background and scope of this project and reviewed

results of the two bids received from Andreini Brothers and Stoloski & Gonzalez.

ON MOTION BY Director Coverdell and seconded by Director Glassberg, the Board voted by roll call vote to authorize the General Manager to contract with Andreini Brothers Inc. for construction of the Downtown Half Moon Bay 2-inch Replacement Project (CIP Project #14-26) at a cost of \$659,755:

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

7) MONTHLY INFORMATIONAL REPORTS

- A. Assistant General Manager's Report – Ms. Rogren provided an update to the Board on the ongoing recruitment for the Superintendent of Operations position with Koff & Associates, advising that interviews with candidates are scheduled for August 11, 2017.
- B. Superintendent of Operations Report – Mr. Guistino reviewed the operations highlights, including the status of the El Granada Tank 3 Rehabilitation and Coating Project, and the Pilarcitos Canyon Storm Repair.
- C. Water Resource Report – Ms. Brennan summarized the current grant share total that the District has received to date from the Department of Water Resources.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future Board meeting agenda items expressed.

9) ADJOURNMENT - The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Bob Feldman, Vice President
Board of Directors