

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 12, 2022 - 7:00 p.m.

AGENDA

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom will not be open to the public for the April 12, 2022, Regular Meeting of the Board of Directors of the Coastside County Water District. This meeting will be conducted remotely via teleconference only.

The Public may watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number.

How to Join Online or by Phone

The meeting will begin at 7:00 p.m.

Whether you participate online or by telephone, you may wish to “arrive” early so that staff can address any technology questions prior to the start of the meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/93778260596?pwd=aEpRcFlnaHdQM2lPSElQWjNiN09TQT09>

Meeting ID: 937 7826 0596

Passcode: 184355

One tap mobile

+16699006833,,93778260596#,,,,*184355# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Passcode: 184355

Find your local number: <https://us06web.zoom.us/u/kbb87ncuIr>

Procedures to make a public comment with Zoom Video/Conference – As a reminder, all participants except the Board Members and Staff are muted on entry.

- **From a computer:** (1) Using the Zoom App. at the bottom of your screen, click on “Participants” and then “Raise Hand”. Participants will be called to comment in the order in which they are received. Begin by stating your name and place of residence.

OR

- (2) Using the Zoom App, at the bottom of your screen click on “Chat” and then type that you wish to make a comment into the Chat Box. Ensure that the “To:” field is populated by either “Everyone” or “the Moderator”. Begin by stating your name and place of residence.
- **From a phone:** Using your keypad, dial *9, and this will notify the Moderator that you have raised your hand. Begin by stating your name and place of residence. The Moderator will call on you by stating the last 4 digits of your phone number. If you wish to block your phone number dial *67 prior to dialing in. If your phone number is not displayed, the Moderator will call you by Caller number.

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District’s website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

1) ROLL CALL

2) PLEDGE OF ALLEGIANCE

3) PUBLIC COMMENT

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should give their name and address and provide their comments to the Board.

4) Consider and Reaffirm Resolution 2021-06 “Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person” ([attachment](#))

5) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager. All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- A. Approval of disbursements for the month ending March 28, 2022:
Claims: \$ 1,191,071.15; Payroll: \$182,221.23 for a total of \$1,373,292.38 ([attachment](#))
March 2022 Monthly Financial Claims reviewed and approved by Director Reynolds
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of March 8, 2022, Regular Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of March 8, 2022, Special Board of Directors Meeting ([attachment](#))
- E. Approval of Minutes of March 24, 2022, Special Board of Directors Meeting ([attachment](#))
- F. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- G. Total CCWD Production Report ([attachment](#))
- H. CCWD Monthly Sales by Category Report March 2022 ([attachment](#))
- I. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- J. Monthly Rainfall Reports ([attachment](#))
- K. SFPUC Hydrological Conditions Report – February 2022 ([attachment](#))
- L. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2020-2021 ([attachment](#))
- M. Approval for Vice-President Muller to attend Association of California Water Agencies (ACWA) Spring Conference in Sacramento May 3-4, 2022 ([attachment](#))

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

7) GENERAL BUSINESS

- A. Award of Contract to Golden Bay Construction for Replacement of the 8-Inch Pipeline Under Pilarcitos Creek at Strawflower Village and Oak Avenue ([attachment](#))
- B. Approval of Amendment of Professional Services Agreement with Stetson Engineers Inc. for Pipeline Design for the Denniston/San Vicente Water Supply Project ([attachment](#))
- C. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Capital Project Management and As-Needed Engineering Services ([attachment](#))
- D. Approval to Retain Fedak & Brown LLP for Financial Auditing Services ([attachment](#))
- E. Quarterly Financial Review ([attachment](#))
- F. Nunes Water Treatment Plant Upgrades Project Update #8 ([attachment](#))

8) MONTHLY INFORMATIONAL REPORTS

- A. General Manager's Report ([attachment](#))
 - Restart Shutoffs & Late Fees
 - Low Income Household Water Assistance Program
 - Reopening of District Office Update
- B. Superintendent of Operations Report ([attachment](#))
- C. Water Resources Report ([attachment](#))
 - Water Shortage Emergency Warning and Public Outreach Update.

9) CLOSED SESSION

- A. Conference with Real Property Negotiators
Pursuant to California Government Code Section 54956.8
 1. Property: 50-80 Cabrillo Highway, Half Moon Bay, CA [APN 056-300-120, 140, 150]
Agency Negotiators: General Manager, Mary Rogren
Negotiating Parties: HMB Musich, LLC
Under Negotiation: Price and Terms of Payment
 2. Property: 461 Oak Avenue, Half Moon Bay, CA [APN 056-300-210 and 056-141-950, 960, 970]
Agency Negotiators: General Manager, Mary Rogren
Negotiating Parties: City of Half Moon Bay
Under Negotiation: Price and Terms of Payment
- B. Conference with Labor Negotiators
Pursuant to California Government Code Section 54957.6
Agency Designated Representative: General Manager, Mary Rogren
Employee Organization: Teamsters Union, Local 856

10) RECONVENE TO OPEN SESSION

Public report of closed session action.

11) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

12) ADJOURNMENT