

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 11, 2023

The Public was able to participate in the public meeting by joining the meeting in person or through the Zoom Video Conference link provided. The public was also able to join the meeting by calling a provided teleconference phone number.

- 1) **ROLL CALL** – President Muller called the meeting to order at 7:00 p.m. Present at roll call: Vice President Chris Mickelsen, Director Ken Coverdell; Director Bob Feldman, and Director Glenn Reynolds.

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Cathleen Brennan, Water Resources Analyst; Gina Brazil, Office Manager; Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending June 30, 2023:
Claims: \$ 868,096.21; Payroll: \$ 189,489.38 for a total of \$ 1,057,585.59
June 2023 Monthly Financial Claims reviewed and approved by Director Reynolds
- B. Acceptance of Financial Reports
- C. Approval of Minutes of June 13, 2023, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report June 2023
- G. Leak/Flushing Report - June 2023
- H. Monthly Rainfall Reports

I. Approval of Water Service Agreement - HMB Coast LLC / Creekside Court Subdivision

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

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to approve the Consent Calendar:

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

- President Muller announced that a Special Board Meeting will be held on July 18, 2023. He also noted that the ACWA Region 5 Board Meeting will take place in Half Moon Bay on July 21, 2023.
- Director Coverdell reported that the Delta is full of water and that the flow rates are huge, however there are concerns about algae blooms.

6) GENERAL BUSINESS

A) Fiscal 2022-2023 Year-End Financial results - Preliminary

Ms. Rogren summarized the preliminary results of the Fiscal Year ending June 30, 2023. She reviewed key revenue and expense highlights, capital improvement plan spending, and cash reserve balances.

B) Consider Approval of Resolution 2023-07 Establishing Appropriations Limit Applicable to District During Fiscal Year 2023/2024

Article XIII B of the California Constitution, and its implementing legislation, requires each local agency to review the appropriations limit applicable to it annually. The appropriations limit is the maximum amount of proceeds of taxes which the District can appropriate during the fiscal year.

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to approve Resolution 2023-07 establishing Appropriations Limit applicable to the District during Fiscal Year 2023/2024:

Director Coverdell	Aye
Director Feldman	Aye

Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

At this point in the meeting, President Muller re-ordered General Business as item 6E would be heard before item 6C.

E) Nunes Water Treatment Plant Upgrades Project Update #23

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during June 2023.

C) Approval of Change Order #1 For Nunes Water Treatment Plant Upgrades Project

Due to the extended supply-chain issues, Ranger has requested a no-cost extension of 321 calendar days from a total of 720 calendar days to 1041 calendar days. Because Ranger had to suspend work for 4 months last fall and has waited two years for critical parts to arrive, staff has determined this request is reasonable.

ON MOTION BY Director Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to approve change order #1 with Ranger Construction for a no-cost time extension as part of the Nunes Water Treatment Plan Upgrades Project

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

D) Purchase of Hydrants and Check Valves from Underground Republic

The District's Capital Improvement Program includes \$140,000 per year for dry barrel hydrants replacement through FY 32/33. Staff received bids from 4 vendors, and Underground Republic provided the lowest price. The 20 clow wet barrel hydrants and check valves will cost \$142,100.

ON MOTION BY Director Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to procure 20 Clow 2065 bronze wet barrel hydrants and Clow LP 619 Hydrant Check Valves for \$142,100 from Underground Republic

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

7) MONTHLY INFORMATIONAL REPORTS

A. Superintendent of Operations Report

Mr. Derbin summarized the Operation Highlights for the month of June 2023.

B. Water Resources Informational Report

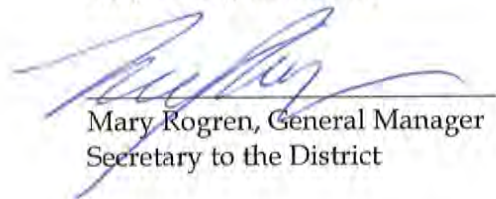
- Ms. Brennan reported that the 2022 Consumer Confidence Report (CCR) Annual Water Quality Report has been posted. The drinking water delivered to customers met all the U.S. EPA and California drinking water health standards in calendar year 2022. A postcard was mailed out to the District's customers and delivered by July 1, 2023 with a link to the CCR on the District's website.
- The Annual Water Supply and Demand Assessment (AWSDA) Report was submitted to the California Department of Water Resources on June 15, 2023. The District reported that the water supplies are normal with no expected water shortages for Fiscal Year 2023-2024.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

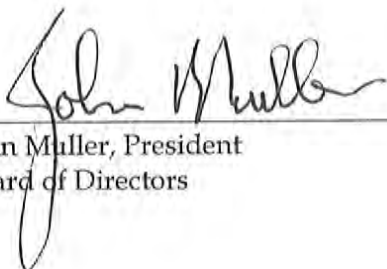
There were no requests for future agenda items.

9) ADJOURNMENT - Board Meeting Adjourned at 7:57 p.m.

Respectfully submitted,



Mary Rogren, General Manager
Secretary to the District



John Muller, President
Board of Directors