

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 12, 2022

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

The Public was able to participate in the public meeting by joining the meeting 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 Bob Feldman called the meeting to order at 7:00 p.m. Participating in roll call via Zoom Video Conference: Directors Chris Mickelsen, Glenn Reynolds and Vice-President John Muller. Director Ken Coverdell was absent.

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 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”**

Ms. Rogren summarized Governor Newsom’s Executive Order dated back on March 4, 2020, that declared a State of Emergency to exist in California because of the threat of COVID 19. The Executive Order N-29-20 suspended certain provisions of the Ralph M. Brown Act relating to teleconferencing to allow legislative bodies to conduct meetings remotely to help protect the spread of COVID-19 and to protect the health and safety

of the public. On June 11, 2021, the Governor issued Executive Order N-08-21 which specified that Executive Order N-29-20 remain in effect through September 30, 2021.

On September 16, 2021, the Governor signed Assembly Bill (AB361) into law to allow legislative bodies to continue to meet remotely during a proclaimed State of Emergency after September 30, 2021. On October 8, 2021, the Board adopted Resolution 2021-06. Per AB361, the Board will need to consider and reaffirm the findings of Resolution 2021-06 monthly proclaiming that the State of Emergency continues to impact the ability of members to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to 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":

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

5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending June 30, 2022:
Claims: \$ 1,499,782.04; Payroll: \$ 182,533.11 for a total of \$ 1,682,315.15
June 2022 Monthly Financial Claims reviewed and approved by Director Muller
- B. Acceptance of Financial Reports
- C. Approval of Minutes of June 14, 2022, 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 2022
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- H. Monthly Rainfall Reports
- I. Notice of Completion – Denniston Road Storm Damage Repairs Project

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

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

6) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

There were no meetings reported.

7) **GENERAL BUSINESS**

A. Fiscal 2021-2022 Year-End Financial Results-Preliminary

Ms. Rogren summarized the preliminary results of the Fiscal Year ending June 30, 2022. She reviewed key revenue and expense highlights, capital improvement plan spending, and cash reserve balances.

B. Nunes Water Treatment Plant Upgrades Project Update #11

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during June 2022. Due to supply chain issues, the contractor will pause work for 3-4 months until the new valves and remaining equipment arrive. Consequently, the estimated completion date is extended to January 2024.

C. 75th Anniversary Preparation

Ms. Rogren summarized the program for the District's 75th Anniversary celebration to be held on July 19th.

8) **MONTHLY INFORMATIONAL REPORTS**

A. General Manager's Report

Ms. Rogren reported she received notices from the Deputy Controller of the County of San Mateo and the California Special Districts Association (CSDA) that the County of San Mateo will continue to distribute excess ERAF (Educational Revenue Augmentation Fund) to special districts consistent with the County's past interpretation and practices.

B. Superintendent of Operations Report

Mr. Derbin summarized the Operation Highlights for the month of June 2022.

C. Water Resources Report

Ms. Brennan reported that the 2021 Consumer Confidence Report (CCR) Annual Water Quality Report has been published and posted. The drinking water

delivered to the District's customers met all U.S. EPA and California drinking water health standards in calendar year 2021. A postcard was mailed out to the District's customers by July 1, 2022 with a direct link to the CCR on the District's website. Customers can also call the District's office and a copy of the report will be mailed to them.

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

There were no requests for future agenda items.

10) **CLOSED SESSION**

- A) Pursuant to California Government Code Section 54956.9(d)(2)
Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation
One Potential Case

11) **RECONVENE TO OPEN SESSION**

Mr. Miyaki reported that there was no action taken in closed session

12) **ADJOURNMENT - Board Meeting Adjourned at 7:50 p.m.**



Robert Feldman, President
Board of Directors



Mary Rogren, General Manager
Secretary to the District