

*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, August 9, 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 August 9, 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, Ken Coverdell and Vice-President John Muller. Director Glenn Reynolds arrived at 7:05 p.m.  
  
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) **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 Vice President Muller and seconded by Director Mickelsen, 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	Aye
Director Mickelsen	Aye
Director Reynolds	Absent
Vice-President Muller	Aye
President Feldman	Aye

**5) CONSENT CALENDAR**

- A. Approval of disbursements for the month ending July 31, 2022:  
Claims: \$ 1,807,747.13; Payroll: \$ 204,124.26 for a total of \$ 2,011,871.39  
*July 2022 Monthly Financial Claims reviewed and approved by Director Coverdell*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of July 12, 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 - July 2022
- G. Leak/Flushing Report – July 2022
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – June 2022

Director Coverdell commented he reviewed the Financial Claims and found them to be in order.

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

Director Coverdell	Aye
Director Mickelsen	Aye

Director Reynolds	Absent
Vice-President Muller	Aye
President Feldman	Aye

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no meetings reported

7) GENERAL BUSINESS

A. Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Procure a 2022 Model Ford Ranger Truck from James Ford Inc.

As part of the District's Capital Improvement Program, the District budgeted for a new vehicle in FY2022-2023. Requests for bids went out to 3 local Ford dealerships, however James Ford was the only responsive bidder on a 2022 Ford Ranger. The 2023 Ford Rangers are expected 24 months out due to manufacturing delays. The Ford Government fleet concession pricing program has been suspended while new vehicles are in short supply.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to waive the procedural requirements for sealed competitive bids and authorize the General Manager to procure a 2022 Model Ford Ranger truck from James Ford Inc. for \$32,690:

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

B. Nominate Director Chris Mickelsen to Serve as Alternate Special District Member on San Mateo LAFCo

Ms. Rogren explained that the San Mateo County LAFCo recently opened the nomination for the Independent Special District Alternate Special District Member position that will expire May 2024. The position is currently vacant. Director Mickelsen has expressed interest to be nominated.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to nominate Director Chris Mickelsen to serve as Alternate Special District Member on San Mateo LAFCo pursuant to Government Code Section 56332:

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

**C. Nunes Water Treatment Plant Upgrades Project Update #12**

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during July 2022. Supply chain issues are impacting the delivery of the valves. The contractor will pause work for 3-4 months until the valves arrive. The estimated completion date is extended to January 2024.

**8) MONTHLY INFORMATIONAL REPORTS**

**A. General Manager's Report**

Ms. Rogren reported on the District's 75<sup>th</sup> Anniversary activities and the various proclamations, resolutions, and certificates of recognition the District received. The District also recognized James Teter for his 62 years of service as the District Engineer. A link to the District's history can be found on the District's website.

Directors shared their comments on the success of the celebration and thanked staff for all their hard work.

**B. Superintendent of Operations Report**

Mr. Derbin summarized the Operation Highlights for the month of July 2022. Darin Sturdivan was awarded the JPIA H.R. LaBounty Safety Award for implementation of the Brush Mower.

**C. Water Resources Report**

Ms. Brennan reported that the water shortage conditions remain unchanged. The SFPUC is reporting that they are seeing reductions in peak summer water usage compared to 2019 and 2022. Ms. Brennan also reported that the SFPUC has partnered with the SF Giants on a regional water conservation campaign to help message the importance of saving water during the current drought.

Ms. Brennan announced that the Bay Area Water Supply and Conservation Agency (BAWSCA) is supporting a new exhibit at Filoli through November 7<sup>th</sup>.

The exhibit explores how water systems shaped the Bay Area and how controlling water resources was a path to power and wealth for Filoli's families.

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

Director Reynolds announced he will not be attending the September 2022 Board of Directors Meeting.

10) **ADJOURNMENT** - Board Meeting Adjourned at 7:43 p.m.



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Robert Feldman, President  
Board of Directors



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Mary Rogren, General Manager  
Secretary to the District

