

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 12, 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 and Director Bob Feldman. Director Glenn Reynolds was absent.

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Gina Brazil, Office Manager and Nancy Trujillo, Accounting Manager

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending August 31, 2023:
Claims: \$ 1,129,908.18; Payroll: \$ 204,954.78 for a total of \$ 1,334,862.96
August 2023 Monthly Financial Claims reviewed and approved by Director Mickelsen
- B. Acceptance of Financial Reports
- C. Approval of Minutes of August 8, 2023, Special Board of Directors Meeting - Water Feasibility Study Workshop
- D. Approval of Minutes of August 8, 2023, Regular Board of Directors Meeting
- E. Approval of Minutes of August 24, 2023, Special Board of Directors Meeting
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report August 2023
- I. Leak/Flushing Report - August 2023

- J. Monthly Rainfall Reports
- K. SFPUC Hydrological Conditions Report – July 2023
- L. Approval for President Muller to attend the Association of California Water Agencies (ACWA) Fall Conference in Indian Wells November 28-30, 2023.
- M. Notice of Completion - Magnetic Flow Meter Project at Nunes Water Treatment Plant
- N. Water Service Connection Transfer Report for August 2023

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

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

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

7) MONTHLY INFORMATIONAL REPORTS

- B. Superintendent of Operations Report (Item was moved on the agenda at the request of President Muller.)

Mr. Derbin announced that Distribution Supervisor Darin Sturdivan won 3rd place in the American Public Works Association (APWA) National “Rodeo” Competition which was held in San Diego in August, 2023 at the APWA National Conference. At this competition, 66 highly skilled public works employees from all over the United States demonstrated their heavy equipment operating expertise and understanding of safety requirements while using heavy equipment

Mr. Derbin also summarized the Operation Highlights for the month of August 2023.

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

No meetings or comments reported.

6) GENERAL BUSINESS

A. Purchase of Spare Wash Water Recovery Pump for Denniston Water Treatment Plant from Pump Repair Service

Mr. Derbin reported that in June, 2023, the Wash Water Recovery (WWR) pump at Denniston Water Treatment Plant failed resulting in a 15 million gallon production loss during a six week period while the pump was being repaired. Staff has requested the District purchase a spare WWR pump to avoid loss of local source production in the future and to improve resiliency and emergency preparedness of

the water system. Staff solicited and received three bids, and Pump Repair Service was the lowest bidder.

ON MOTION BY Director Mickelsen and seconded by Director Coverdell, the Board voted by roll call vote to Authorize the General Manager to procure a spare Denniston Water Treatment Plant Wash Recovery Pump for \$81,533 from Pump Repair Service:

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

B. Approval of Change Order #2 for Nunes Water Treatment Plant Upgrades Project.

Ranger Pipelines, Inc. has submitted Change Order #2 for \$99,264 which captures (27) changes to the project. Approval of Change Order #2 will increase the total project cost by 1.2% from \$8,339,915 to \$8,349,179.

ON MOTION BY Director Coverdell and seconded by President Muller, the Board voted by roll call vote to Authorize the General Manager to approve Change Order #2 with Ranger Pipelines, Inc. for \$99,264 as part of the Nunes Water Treatment Plant Upgrades Project:

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

C. Nunes Water Treatment Plant Upgrades Project Update #25

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

7) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

Ms. Rogren reported that District Staff send a public comment letter (dated August 15, 2023) to San Francisco Public Utilities Commission (SFPUC) in

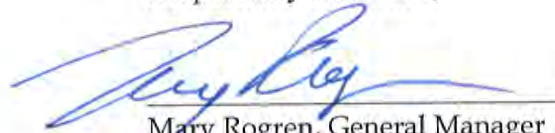
support of SFPUC's draft Alternative Water Supply Plan Document. SFPUC's public review period closed on August 31, 2023.

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

Director Coverdell requested additional operating data on the Sharon Heights Recycled Water Treatment Plant.

9) **ADJOURNMENT** - Board Meeting Adjourned at 7:38 p.m.

Respectfully submitted,



Mary Rogren, General Manager
Secretary to the District



John Muller, President
Board of Directors