

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager
Patrick Miyaki, District Counsel

Agenda: January 8, 2019

Report

Date: January 4, 2019

Subject: Resignation of Director Glassberg and Consideration of the Process for Filling a Vacancy on the Board of Directors

Recommendation:

Staff recommends that the Board act as follows:

1. Decide whether the vacancy on the Board of Directors created by the resignation of Director Arnie Glassberg will be filled by appointment or by election.
2. If the vacancy is to be filled by appointment, direct staff to post the required notice of the vacancy and specify what to include in the notice.

Background:

Director Arnie Glassberg has relocated to a residence outside the District and has submitted his resignation from the Board effective January 31, 2019. (See Attachment A.) Therefore, as of January 31, there is a vacancy on the Board of Directors.

The following applies to vacancies on the Board of Directors of a county water district.

- Each CCWD director must be a voter within the District and have his or her place of residence within the District (Water Code Sections 30500 and 30508).
- All vacancies on the Board will be filled pursuant to Government Code Section 1780 (Water Code Section 30504).
- The main elements of Government Code Section 1780 are as follows:
 - The District must notify the County elections official of the vacancy within 15 days from the effective date of the vacancy (by February 15, 2019).
 - The Board has 60 days (until April 1, 2019 in this case) from the effective date of the vacancy to (1) appoint a successor; or (2) call an election to fill the vacancy.

- If the Board does not appoint a successor or call an election within this 60 day period, then the County Board of Supervisors may appoint a successor or call an election. If the County Board of Supervisors does not act within 90 days from the effective date of the vacancy, then the District must call an election to fill the vacancy.
- If the Board decides to appoint a successor, the District must post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment. The Board has a significant amount of flexibility in determining how it wants to select a successor. For example, the Board may request and evaluate applications and qualification statements from applicants, with whatever level of detail the Board desires to obtain from the applicants, and base the selection on those documents alone. The Board also could conduct interviews with some or all of the applicants, either in a panel interview with all candidates participating at the same time or individual, sequential interviews.
- Once an appointment is made, the District must notify the County elections official of the appointment within 15 days from the date of the appointment.
- Because the vacancy occurs in the second half of Director Glassberg's term of office, the person appointed to fill the vacancy would serve the balance of Director Glassberg's term, until December 2020.
- If the Board decides to call an election, the election will be held on the next established election date that is 130 or more days after the date the District Board calls an election (November 3, 2019 in this case).

Summary of Key Dates

12 December 2018	District receives notice of Director Glassberg's resignation effective January 31, 2019
8 January 2019	Regular Board of Directors Meeting – Board to consider whether vacancy will be filled by appointment or election
9 January 2019	If vacancy is to be filled by appointment, staff posts Notice of Vacancy soliciting statements of interest
25 January 2019	Deadline for submitting statements of interest
31 January 2019	Effective date of Director Glassberg's resignation

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12 February 2019	Regular Board of Directors Meeting
15 February 2019	Deadline for notifying County Elections Office of vacancy
12 March 2019	Regular Board of Directors Meeting
1 April 2019	Deadline for Board of Directors to fill vacancy by appointment or call an election.

RECEIVED

DEC 12 2018

ARNIE C. GLASSBERG
1851 Steamboat Parkway, Apartment 2102
Reno, NV 89521

COASTSIDE COUNTY
WATER DISTRICT

12 December 2018

Ken Coverdell, President
COASTSIDE COUNTY WATER DISTRICT
766 Main Street
Half Moon Bay, CA 94019

Dear Ken,

It is with great regret that I tender this letter as notice of my resignation from the Board of Directors of Coastside County Water District, effective 31 January 2019. My wife and I are moving out of California and I will no longer be eligible to continue as a Director.

I have worked with a lot of public agencies and boards. Without doubt CCWD has been the best. Every Director on the Board brings his own expertise to the table. It has always been with great respect that Directors have listened to each other and come to consensus on big challenges. I have always looked forward to attending meetings because each opportunity to interact with fellow Directors has widened my knowledge base in the world of water and my admiration for the people who guide this important District. This Board is so forward thinking. Decisions of import are made not just based on what is expedient for today but what is in the best interests of the District and the community in the future.

Tone starts at the top and this Board has set a tone of compassion and professionalism that has spread through all staff of the District. The staff is justifiably known throughout the community as caring about the customers and providing the very best service and product possible.

It has been my honor to work with all of you. Thank you for the great education you have provided me.

My very best,


Arnie Glassberg

cc: Director Chris Mickelson
Director Glenn Reynolds
Director Bob Feldman
General Manager Dave Dickson
Counsel Patrick Miyaki