

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

Wednesday, October 30, 2013

- 1) **ROLL CALL:** President Ken Coverdell called the meeting to order at 3:02 p.m. Present at roll call: Directors Chris Mickelsen and Bob Feldman, and Vice-President Glenn Reynolds.

Also present were: David Dickson, General Manager; Patrick Miyaki, Legal Counsel; and JoAnne Whelen, Administrative Assistant/Recording Secretary.

PLEDGE OF ALLEGIANCE - President Coverdell included the Pledge of Allegiance.

- 2) **PUBLIC COMMENT:** There were no public comments.

- 3) **SPECIAL ORDER OF BUSINESS**

A. Consideration of Process for Filling Vacancy on the Board of Directors

Referencing his staff report, Mr. Dickson reviewed the background of this agenda item and proceeded to outline the options available to the Board for filling the vacancy on the Board of Directors. Mr. Miyaki then summarized the statutes that apply to vacancies on the Board of Directors of a county water district, reviewed the applicable requirements in detail, and answered a few questions from the Board members. Discussion ensued of the various options available, with the Board agreeing that the best approach would be to pursue filling the vacancy by appointment, rather than by the election process.

ON MOTION BY Director Mickelsen and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to fill the Board vacancy by utilizing the appointment process:

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

Next the Board discussed further details of the appointment process, including the timing of the process, the posting and advertising of the Notice of Vacancy, the solicitation and deadline for submittal of the Statements of Interest, dates for a possible committee meeting if necessary, and the scheduling of a Special Board meeting to conduct potential candidate interviews. Mr. Dickson also reviewed the procedure followed by the District when the previous Board vacancy occurred in July of 2012.

ON MOTION BY Director Mickelsen and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to utilize the following procedure to fill the vacancy on the Board: Staff to prepare, publish and post the Notice of Vacancy immediately; Notice of Vacancy to specify that all Statements of Interest from candidates will be due by November 15, 2013; possibly schedule a Human Resources Committee Meeting, if necessary, for November 20, 2013 (time to be determined); and schedule a Special Meeting of the Board of Directors for November 22, 2013 at 5:00 p.m, to conduct the candidate interviews should the Board desire to do so.

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

President Coverdell expressed his appreciation to staff for their efforts in the organization and preparation of the meeting materials.

4) ADJOURNMENT

The Special Board Meeting was adjourned at 3:44 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Ken Coverdell, President
Board of Directors