

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Monday, March 2, 2026 - 10:00 a.m.

AGENDA

The Public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay or choose to watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number. Note that in person meetings are the primary format for the District's Board of Directors meetings. The District desires to accommodate remote participation by the public, therefore as a courtesy and technology permitting, the public will have the opportunity to fully participate in the meeting via Zoom. However, the District cannot guarantee that the public's remote access to any meeting will be uninterrupted before or during a meeting, and technical difficulties may occur from time to time. In those instances, as long as the public may attend the meeting in person, the meeting may be held or continue. Members of the public desiring to provide comments as a part of a Board meeting are encouraged to submit written comments prior to the meeting or to attend the meeting in person.

The meeting will begin at 10:00 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/84958962798?pwd=icKbcf2LQT9RgroOpI4PjwgYtwwws5.1>

Meeting ID: 849 5896 2798

Passcode: 061328

One tap mobile

+16694449171,,84958962798#,,,,*061328# US

+16699006833,,84958962798#,,,,*061328# US (San Jose)

Join instructions

https://us06web.zoom.us/join/84958962798/invitations?signature=y_NiXfelPTT29KoW2utvU9hIP7jwWJbH6QL6km4_D0

Procedures to make a public comment with Zoom Video/Conference – All participants except the Board Members and Staff are muted on entry and video is disabled. Participants may not unmute themselves unless asked to unmute by the Moderator.

- **From a computer:** (1) Using the Zoom App. at the bottom of your screen, click on “Participants” and then “Raise Hand”. Participants will be called to comment in the order in which they are received.
- **From a phone:** Using your keypad, dial *9, and this will notify the Moderator that you have raised your hand. The Moderator will call on you by stating the last 4 digits of your phone number.

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District’s website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

- 1) **ROLL CALL**
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes. Members of the public attending in-person must complete and submit a speaker slip. Members of the public attending via Zoom must first “raise hand” and the Moderator will “ask to unmute”. The President of the Board will recognize each speaker, at which time the speaker can provide their comments to the Board.

- 4) **GENERAL BUSINESS**
 - A) Resignation of Director Reynolds and Consideration of Process for Filling a Vacancy on the Board of Directors ([attachment](#))
 - B) Discussion and Direction Regarding Recruitment of Next General Manager ([attachment](#))
- 5) **ADJOURNMENT**

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: March 2, 2026

Date: February 27, 2026

Agenda Title: Resignation of Director Reynolds and Consideration of Process for Filling a Vacancy on the Board of Directors

Recommendation/Motion:

Staff recommends that the Board act as follows:

- 1. Decide whether the vacancy on the Board of Directors created by the resignation of Director Glenn Reynolds 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 Glenn Reynolds has submitted his resignation from the Board effective February 23, 2026. (See Attachment A.) Therefore, as of February 23, 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 Coastside County Water District 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.) In addition, the Director must reside within the boundaries of the electoral zone that he or she represents. (Director Reynolds represents and resides in electoral Zone 1.)
- 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 March 10, 2026).
 - The Board has 60 days (until April 24, 2026 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, 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, either in a panel interview with all candidates participating at the same time or individual, sequential interviews.
 - Once an appointment is made, the Board must notify the County elections official of the appointment within 15 days from the date of the appointment.
 - Because the vacancy occurs in the first half of Director Reynolds' term of office and at least 130 days prior to the next general District election, the person appointed to fill the vacancy will hold office until the next general District election, which is November 3, 2026, and therefore would be required to run for office in the November 2026 election if the person appointed wanted to continue serving. The person elected during the November 3, 2026, election will hold office for the unexpired balance of Director Reynolds' term of office, which is November 2028.
 - 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, 2026).

Summary of Key Dates

22 February 2026 District received notice of Director Reynolds' resignation effective February 23, 2026.

- 23 February 2026 Effective date of Director Reynolds' resignation.
- 02 March 2026 Special Board of Directors Meeting – Board to consider whether vacancy will be filled by appointment or election
- 02 March 2026 If vacancy is to be filled by appointment, staff posts Notice of Vacancy soliciting statements of interest
- 10 March 2026 Deadline for notifying County Elections Office of vacancy
- 10 March 2026 Regular Board of Directors Meeting
- 17 March 2026 Deadline for submitting statements of interest
- 23 March 2026 If vacancy is to be filled by appointment, a Special Meeting will be held to interview candidates
- 14 April 2026 Regular Board of Directors Meeting
- 24 April 2026 Deadline for Board of Directors to fill vacancy by appointment or call an election.
- 2026 Deadline for notifying the County Elections Office of the appointment (no later than 15 days after the appointment).

Glenn Reynolds
179 West Point Avenue
Half Moon Bay, CA 94019

February 22, 2026

[Mary Rogren](mailto:mrogren@coastsidewater.org)
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

Dear Mary, Bob and Board members:

Please accept this letter as formal notification of my resignation from the Coastside County Water District Board, effective Monday, February 23, 2026.

It has been an honor to participate in such a well-run organization. I am incredibly proud of how each board member respects and listens to both one another and to professional staff, both from within and outside the District.

Over the past fourteen years, the accomplishments we have shared have been both significant and instrumental in improving the community water system far beyond expectations:

- Denniston Water Treatment Plant Renovation
- Pilarcitos Creek pipeline replacement
- Denniston booster pump
- High accuracy digital water meters
- Nunes Treatment plant upgrades
- Carter Hill Tank Project

These improvements are the direct result of excellent team cooperation and long-range stewardship by staff and the Board.

The knowledge and care shown by the Board reflects the positive attitude the community has for the Water District.

I will always look back on my time on the CCWD Board with immense pride and appreciation.

I appreciate the challenges my departure leaves for the Board, and I will endeavor to recruit candidates for your review.

Sincerely,

Glenn Reynolds

[Glenn Reynolds](mailto:greynolds@h2osolutions.com)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: March 2, 2026

Date: February 27, 2026

Agenda Title: Discussion and Direction Regarding Recruitment of Next General Manager

Recommendation/Motion:

Direct General Manager and staff on next steps for the recruitment of a new General Manager given the current General Manager's announced retirement date of March, 2027.

Background:

At the February 9, 2026 Board of Directors meeting, your General Manager announced her upcoming retirement in March, 2027. President Feldman requested that the Board hold a special meeting on March 2, 2026 to discuss next steps for the recruitment of a new General Manager. During this meeting, the Board will consider directing the General Manager to solicit proposals from qualified executive firms.