

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, March 11, 2025**

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 Reynolds called the meeting to order at 7:03 p.m. Present at roll call in person in the Board room: Vice President Bob Feldman, Director Ken Coverdell, Director Chris Mickelsen, and Director John Muller.

Also present: Mary Rogren, General Manager; Jeffrey Schneider, Asst. General Manager Finance/ Admin., Patrick Miyaki, Legal Counsel, Gina Brazil, Office Manager, Darin Sturdivan, Distribution Supervisor, and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** – There were no public comments
- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending February 28, 2025:  
Claims: \$ 1,159,098.56; Payroll: \$ 216,458.30 for a total of \$ 1,375,556.86  
*February 2025 Monthly Financial Claims reviewed and approved by Director Reynolds*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of February 11, 2025, 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 – February 2025
- G. Leak/Flushing Report – February 2025
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – January 2025
- J. Water Service Connection Transfer Report for February 2025
- K. Notice of Completion – Nunes Water Treatment Plant Roof Repair Project
- L. Notice of Completion – Denniston Water Treatment Plant Contact Clarifier Hatch Replacement and Tanks Coating Project

President Reynolds stated he had reviewed the financial claims, and he found them to be in order.

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

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

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

- Director Coverdell reported on recent snow conditions in the Sierras.
- Director Muller commented on the Stone Pine manufactured homes project and recent news that additional funding may be required to complete the project. Ms. Rogren noted that the master meter for the development has been installed, and the water connections required for the project have been paid for.

**6) GENERAL BUSINESS**

**A. Consider Resolution 2025-01 Concurring in Nomination of John H. Weed of the Alameda County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA")**

ACWA-JPIA has invited member agencies to submit nominations to fill a vacancy on the ACWA-JPIA Executive Committee. John H. Weed, of the Alameda County Water District has requested the District's support of his nomination by submitting a concurring resolution.

**ON MOTION BY Director Muller and seconded by Vice President Feldman, the Board voted by roll call vote to adopt resolution 2025-01 concurring in nomination of John H. Weed of Alameda County Water District to the Executive Committee of Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA")**

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

**B. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project – Update #5**

Ms. Rogren provided an update on the progress made on the Carter Hill Prestressed Tank and Seismic Upgrades Project during February 2025.

**7) MONTHLY INFORMATIONAL REPORTS**

**A. General Manager**

- Ms. Rogren reported that on March 3, 2025, Steven Ritchie, Assistant General Manager of Water at SFPUC issued an update on the water supply availability. Rainfall, snowpack, and reservoir storage levels to date, including carryover storage from prior average and wet years, continue to indicate a reasonable probability that the SFPUC will be able to meet full customer demand this year. The final update will be issued in early April following the last snow survey of the year.

**B. Operations Report**

Mr. Sturdivan summarized the operation highlights for the month of February 2025.

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

Director Coverdell requested that the District schedule a planning session and suggested that the Assistant General Manager be the facilitator instead of hiring an outside consultant.

**9) ADJOURNMENT – Board Meeting Adjourned at 7:28 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, President  
Board of Directors