

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, June 11, 2024**

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 Mickelsen called the meeting to order at 6:00 p.m. Present at roll call: Vice President Reynolds, Director Ken Coverdell, Director Bob Feldman, and Director John Muller.

Also present: Mary Rogren, General Manager, Jeffery Schneider, Asst. General Manager Finance/Admin., Patrick Miyaki, Legal Counsel; Cathleen Brennan, Water Resources Analyst, Gina Brazil, Office Manager Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst

Also Participating: Nancy Phan, Project Analyst from Water Resources Economics, LLC

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **Water Shortage Rates and Water Rate Study/Financial Plan**

Mr. Schneider introduced Ms. Phan from Water Resources Economics, LLC (“WRE”).

At the April 30, 2024 Board Rate Study Workshop, the Board reviewed the draft Financial Plan, draft Cost-of-Service Analysis, and draft Water Rates prepared by the District’s Rate Consultant, WRE. The next step in the rate planning process prior to WRE preparing the draft Rate Study Report is to develop draft Water Shortage Rates. Ms. Phan explained that the Water Shortage Rates are based on the Districts Water’s Shortage Contingency Plan, Stages 1-6, which incorporates the following:

- Revenue losses from reduced water usage
- Changes to SFPUC water supply costs and availability
- Additional O&M expenses in water shortage stages 4-6

Ms. Phan further discussed that water shortage rates will only go into effect when:

- The Board formally declares a water shortage emergency.
- The Board takes action to implement the water shortage rates.
- The District sends out a 30-day notice in the mail to customers.

Ms. Phan presented the proposed draft Water Shortage Rates effective January 2025 and explained that the draft Water Shortage Rates effective January 2026 and 2027 will increase proportionately at 8% for each of those years. Ms. Phan then presented examples of residential water shortage impacts for customers using an average of 5 units (hcf) per month at Stages 1 – 6 of the Water Shortage Contingency Plan.

**5) ADJOURNMENT** – Special Board Meeting Adjourned at 6:40 p.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Chris Mickelsen, President  
Board of Directors