

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: August 12, 2025

Report Date: August 8, 2025

Agenda Title: General Manager's Report

For Discussion

Possible Change to Board Meeting Agenda – Disclaimer Related to Remote Participation

While it does not happen very often, there have been times when technical difficulties have occurred at Board meetings and members of the public have not been able to participate in a Board meeting remotely. The District's Legal Counsel has suggested that the District consider modifying the opening paragraph of the District's Board Meeting agenda to address technical issues that may prevent remote participation. The proposed agenda wording would state that in person meetings are the primary format for Board meetings, that the District desires to accommodate remote participation but there may be disruptions, and that if a disruption occurs the Board meeting may continue as long as the public may still attend the Board meeting in person. The proposed modified opening paragraph is as follows: :

"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 District staff would like to give the Board the opportunity to discuss the concept and language and to obtain the Board's input.