

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 11, 2026 - 6:00 p.m.

AGENDA

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 Feldman called the meeting to order at 6:00 p.m. Present at roll call in person in the Boardroom: Vice President John Muller, Director Ken Coverdell, Director David Dickson and Director Chris Mickelsen

Also present: Mary Rogren, General Manager, Jeffrey Schneider, Asst. General Manager Finance/ Administration, Patrick Miyaki, Legal Counsel, Sean Donovan, Water Treatment Plant Operations Manager, Darin Sturdivan, Water Distribution Operations Manager, Gina Brazil, Administrative Services Manager and Ingrid Anderson, Administrative Analyst

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

There was no public comment.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending July 31, 2026:
Claims: \$2,723,147.19; Payroll: \$391,467.81 for a total of \$3,114,615.00
July 2026 Monthly Financial Claims reviewed and approved by Director Feldman
- B. Acceptance of Financial Reports
- C. Approval of Minutes of July 14, 2026, 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 – July 2026
- G. Leak/Flushing Report – July 2026
- H. Monthly Rainfall Reports
- I. Water Service Connection Transfer Report for July 2026

Director Mickelsen stated that he reviewed the financial claims and found them to be in order.

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

- Director Mickelson attended a meeting with Tom Smegal, CEO and General Manager of the Bay Area Water Supply & Conservation Agency.
- Vice President Muller thanked staff for their efforts in organizing and hosting the Half Moon Bay Tank Celebration and Ribbon Cutting Ceremony held on July 29, 2026.

6) GENERAL BUSINESS

A. Authorize the General Manager to Procure a New Ford F150 4x4 Standard Cab Pickup From Towne Ford

Mr. Sturdivan explained that the District budgets annually for vehicle replacements as a part of its Capital Improvement Program (CIP). The CIP approved by the Board of Directors in June 2026 includes the purchase of one new vehicle for Fiscal Year 2026-2027.

ON MOTION BY Director Coverdell and seconded by Vice President Muller, the Board voted by roll call vote to authorize the General Manager to procure a new 2027 Ford F150 4x4 Standard Cab pickup from Towne Ford for a not-to-exceed amount of \$43,611.19:

Director Coverdell	Aye
Director Dickson	Aye
Director Mickelsen	Aye

Vice-President Muller
President Feldman

Aye
Aye

B. Authorize the General Manager to Procure Peristaltic Pumps and Related Installation and Instrumentation Services Necessary for the Replacement of the Hypochlorite Chemical Feed Infrastructure at the Denniston Water Treatment Plant.

Mr. Donovan explained that the existing hypochlorite feed pumps at the Denniston Water Treatment Plant were installed in 2013 and are now experiencing increasing mechanical issues and downtime. Mr. Donovan recommended replacing the existing pumps with four Watson-Marlow pumps. Although the Watson-Marlow pumps have a lower pumping capacity than the existing pumps, the new configuration provides for operational redundancy and a superior chemical feed turndown ratio. In addition, their modular design allows for easier maintenance at a lower cost and with minimal downtime.

Mr. Donovan also recommended entering into a professional services agreement with Reliable Automation Controls, LLC. (RAC) for the electrical installation and instrumentation services necessary to replace the hypochlorite chemical feed infrastructure.

ON MOTION BY Director Coverdell and seconded by Vice President Muller, the Board voted by roll call vote to authorize the General Manager to (1) purchase of four (4) Watson-Marlow peristaltic pumps from MISCO Water in the amount of \$33,268 as a sole source procurement under Resolution No. 2025-07, and (2) enter into a Professional Services Agreement with Reliable Automation Controls, LLC. for installation and instrumentation services in an amount not-to-exceed \$19,242:

Director Coverdell
Director Dickson
Director Mickelsen
Vice-President Muller
President Feldman

Aye
Aye
Aye
Aye
Aye

C. Authorize the General Manager to Award a Contract with Brush Hog Tree Care Inc. for Tree Maintenance and Removal Services

Mr. Donovan presented an overview of the project which involves critical tree maintenance, pruning, clearing and hazardous tree removal at the Carter Hill tank site and Nunes Water Treatment Plant. The District has utilized Brush Hog Tree Care, Inc. (Brush Hog) on numerous occasions, including for a similar project in November 2024, and has been satisfied with the quality of their work. In addition, Brush Hog has access to specialized equipment, including large cranes capable of operating in constrained areas, which is not readily available from other local tree care contractors.

ON MOTION BY Director Coverdell and seconded by Vice President Muller, the Board voted by roll call vote to authorize the General Manager to award a contract with Brush Hog Tree Care Inc. for targeted tree maintenance, pruning, and hazardous tree removal services at the Carter Hill tank site and Nunes Water Treatment Plant in the amount of \$50,000 for 5 days as a sole source procurement under Resolution No. 2025-07.

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

7) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

Ms. Rogren summarized the Half Moon Bay Tank Celebration and Ribbon Cutting Ceremony, noting that more than 90 people attended, including representatives from, City of Half Moon Bay, County of San Mateo, Coastside Fire Protection District, San Mateo County Sheriff's Office, and San Francisco Public Utilities Commission. She also reported that the District received proclamations from Congressman Liccardo's Office, Supervisor Muller's Office, and from Mayor Ruddock on behalf of the City of Half Moon Bay. Director Dickson and Director Mickelsen commented that the celebration was a successful event commemorating the completion of the project.

B. Operations Report

Mr. Donovan summarized the Operations highlights for the month of July 2026.

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

Director Coverdell acknowledged that the two candidates for the Board of Directors Zone 5 seat were in the audience in the Board room.

9) CLOSED SESSION –at 6:28 p.m.

- A. Pursuant to California Government Code Section 54957
Public Employee Appointment
Title: General Manager

10) RECONVENE TO OPEN SESSION – at 7:09 p.m.

Mr. Miyaki reported that no action was taken.

11) MEETING ADJOURNED – at 7:10 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Bob Feldman, President
Board of Directors