

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Thursday, August 24, 2023**

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 John Muller called the meeting to order at 9:00 a.m. Present at roll call: Director Ken Coverdell, Director Bob Feldman and Director Glenn Reynolds Vice President Chris Mickelsen was absent.

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Gina Brazil, Office Manager and Lisa Sulzinger, Administrative Analyst.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **GENERAL BUSINESS**

- A) **Ratify an Amendment to the Professional Services Agreement with Overland, Pacific, and Cutler, LLC for Right-of-Way Acquisition Services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project**

Ms. Rogren summarized that at the April 11, 2023 Board of Directors Meeting, the Board authorized the General Manager to enter a professional Services Agreement with Overland, Pacific, and Cutler, LLC for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement for a not-to-exceed budget of \$61,700. The project is now requiring an expanded scope

for additional right-of-way acquisition services. Discussion ensued regarding the scope of the additional services and it was clarified that these services include services for additional appraisals with an additional budget of \$27,300.

**ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to ratify an amendment to the professional services agreement with Overland, Pacific, and Cutler, LLC for the right-of-way acquisition and appraisal services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project for a not-to-exceed budget of an additional \$27,300:**

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

**B) Authorize the General Manager to enter into Amendments to the Professional Services Agreements with EKI Environment & Water, Inc. for Land Acquisitions Support Services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project**

Ms. Rogren summarized that this item is a result of item A above. Now that there are additional appraisals being performed, EKI Environment & Water, Inc.’s surveyor will need to do additional land description packages.

**ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to authorize the General Manager to enter into amendments to the professional services agreements with EKI Environment & Water, Inc. for land acquisition support services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project for a not-to-exceed budget of an additional \$36,000:**

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

**5) ADJOURNMENT - Special Board Meeting Adjourned at 9:18 a.m.**

Respectfully submitted,

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John Muller, President  
Board of Directors

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Mary Rogren, General Manager  
Secretary to the District