

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 8, 2026 - 6:00 p.m.

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

Also present: Jonathan Sutter, Principal Engineer EKI Environment & Water, Inc.

- 2) PLEDGE OF ALLEGIANCE**
- 3) PUBLIC COMMENT**

There was no public comment.

- 4) CONSENT CALENDAR**

- A.** Approval of disbursements for the month ending August 31, 2026:
Claims: \$3,103,179.22; Payroll: \$283,800.61 for a total of \$3,386,979.83
August 2026 Monthly Financial Claims reviewed and approved by Director Coverdell
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of August 11, 2026, Regular Board of Directors Meeting
- D.** Approval of Minutes of August 20, 2026, Special Board of Directors Meeting
- E.** Approval of Minutes of August 27, 2026, Special Board of Directors Meeting
- F.** Installed Water Connection Capacity and Water Meters Report

- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report – August 2026
- I. Leak/Flushing Report – August 2026
- J. Monthly Rainfall Reports
- K. SFPUC Hydrological Conditions Report – August 2026
- L. Water Service Connection Transfer Report for August 2026

Director Coverdell stated that he reviewed the financial claims and found them to be in order. Mr. Miyaki said that updates had been made to the minutes of the Special Board meetings held on August 20, 2026 and August 27, 2026, and that the updated minutes were made available to the public, and he summarized the changes that had been made to the minutes.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, 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

- Vice President Muller reported on a conference he attended in Washington D.C.

6) GENERAL BUSINESS

A. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Engineering Design and Bid Support Services for the Half Moon Bay Tank #2 Project

Ms. Rogren summarized that EKI Environment and Water, Inc. (EKI) recently completed the District's Potable Water Storage Master Plan which identified that the existing 1.5 million gallon steel tank located at the Carter Hill site (and constructed in 1963) should be prioritized for replacement with a new prestressed concrete tank. Following the successful completion of Half Moon Bay (HMB) Tank #1 in June 2026, staff recommended proceeding with the engineering design and bid support services for HMB Tank #2. Ms. Rogren reviewed the proposed scope of services and use of sub-consultants, including Peterson Structural Engineers for structural design of the prestressed concrete tank. Ms. Rogren also noted that the proposal is competitively priced compared to the engineering services agreement prepared in 2020 for HMB Tank #1.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to enter into a professional service agreement with EKI Environment and Water, Inc. for engineering design and bid support services for the Half Moon Bay Tank #2 Project for an amount not-to-exceed \$636,800.

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

B. Approval of Professional Services Agreement with Balance Hydrologics, Inc. for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Collection

Ms. Rogren explained that quantifying the amount of water available for diversion from Denniston Creek and San Vicente Creek is important to the District's efforts to secure its water rights on these streams. Balance Hydrologics has been providing the stream gaging, groundwater monitoring and data collection since Water Year 2011.

ON MOTION BY Director Mickelsen and seconded by Vice President Muller, the Board voted by roll call vote to authorize the General Manager to enter into a Professional Services Agreement with Balance Hydrologics, Inc. for Water Year 2027 stream gaging, groundwater monitoring, and data analysis for the Denniston and San Vicente watersheds for an estimated time-and-materials cost at \$109,364.

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

C. Purchase of Hydrants from Underground Republic Water Works, Inc.

Mr. Sturdivan explained that the District's Capital Improvement Program includes \$140,000 for dry barrel hydrant replacement in Fiscal Year 2026-2027. Since 2020, District staff have upgraded over 200 hydrants as part of an ongoing hydrant replacement program. Staff have identified 56 remaining dry barrel hydrants to be replaced. Staff requested bids from four vendors, and Underground Republic Water Works, Inc. submitted the lowest responsive quote.

ON MOTION BY Director Dickson and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to procure 27 Clow 2065 bronze wet barrel hydrants for \$138,541.39 from Underground Republic Water Works, Inc.

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

D. Appoint Agency Designated Representative(s) for Labor Negotiations between the District and Prospective General Manager

Ms. Rogren summarized that in anticipation of her retirement in March 2027, the District is currently recruiting for the next General Manager. As part of the recruitment process, the District will be negotiating the terms and conditions of employment with a prospective candidate.

ON MOTION BY Vice President Muller and seconded by Director Dickson, the Board voted by roll call vote to designate Director Coverdell and Director Dickson as the District's representatives for labor negotiations between the District and the prospective General Manager.

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 reported that SFPUC opened the Skyline Watershed Ridge Trail to the public beginning on August 24, 2026.

B. Operations Report

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

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

9) CLOSED SESSION -at 6:38 p.m.

A. Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8

Property: Permanent easement along access road to the District's Nunes Water Tank Site in the City of Half Moon Bay, CA [APN 056-310-420 and 056-310-050]

Agency Negotiator: Mary Rogren, General Manager

Negotiating Parties: Dovercrest, LLC Properties, Keet Nerhan

Under Negotiation: Price and Terms of Payment

B. Conference with Labor Negotiators

Pursuant to California Government Code Section 54957.6

Agency Designated Negotiators: Director Dickson and Director Coverdell

Unrepresented Employees: Prospective General Manager

10) RECONVENE TO OPEN SESSION - at 7:27 p.m.

Public Reports on Closed Session Actions - Mr. Miyaki reported:

Closed session item A, Direction was given to agency negotiator.

Closed session item B, No action was taken.

11) MEETING ADJOURNED - at 7:30 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Bob Feldman, President
Board of Directors