COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 13, 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

2) **PLEDGE OF ALLEGIANCE**

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

4) **CONSENT CALENDAR**

- **A.** Approval of disbursements for the month ending September 30, 2026:
  Claims: $1,207,602.41 Payroll: $267,069.95 for a total of $1,474,672.36
  September 2026 Monthly Financial Claims reviewed and approved by Vice President Muller
- **B.** Acceptance of Financial Reports
- **C.** Approval of Minutes of September 8, 2026, Regular Board of Directors Meeting
- **D.** Approval of Minutes of September 15, 2026, Special Board of Directors Meeting
- **E.** Installed Water Connection Capacity and Water Meters Report
- **F.** Total CCWD Production Report
- **G.** CCWD Monthly Sales by Category Report – September 2026
- **H.** Leak/Flushing Report – September 2026
- **I.** Monthly Rainfall Reports
- **J.** SFPUC Hydrological Conditions Report – August 2026

Vice President Muller stated that he reviewed the financial claims and found them to be in order.

ON MOTION BY Vice President Muller 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 attended an ACWA Region 5 Board Meeting.
- Director Mickelsen attended a Bay Area Water Supply & Conservation Agency (BAWSCA) Board of Directors Meeting.
- President Feldman noted the success of the Pumpkin Weigh-Off event which occurred October 12, 2026.

6) GENERAL BUSINESS

A. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for the Preliminary Design Engineering Services for the Miramontes Potable Water Consolidated Storage Project

Ms. Rogren explained that EKI Environment and Water, Inc. (EKI) identified and prioritized this project in the District's Potable Water Storage Master Plan. The Alves Tank, constructed in 1974, is in need of rehabilitation or replacement, however its location is not optimal for District operations. The Miramontes Tank will also require rehabilitation in the near future. Rather than rehabilitating both existing tanks, EKI determined that demolishing the two tanks and constructing one new, appropriately sized tank at the existing Miramontes site would be more cost effective and improve the District's ability to serve the southern portion of the service area, including downtown Half Moon Bay. The proposed preliminary design proposal will allow EKI to evaluate the project's feasibility and to prepare a Basis of Design Report to further develop the concept.

ON MOTION BY Director Mickelsen and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to enter into a Professional Services Agreement with EKI Environment and Water, Inc. for the preliminary design engineering services for the Miramontes Potable Water Consolidated Storage Project for a not-to-exceed price of $273,000.

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

B. <u>Approval of Procurement of a Kenworth VAC-CON Hydro-Excavation Truck</u>

Mr. Sturdivan explained that the increasing number of underground utilities including natural gas lines and high-voltage electrical facilities in the community presents growing challenges for District staff to safely and efficiently repair the District's infrastructure. The advantages of using a hydro-excavation truck to excavate around utilities include improved worker safety; efficiency; lower potential for utility damage; minimal site disruption; and faster emergency response. Staff contacted multiple agencies that use the Kenworth VAC-CON Hydro-Excavation truck, and all reported positive experiences particularly regarding performance, service reliability, low maintenance requirements and longevity. The District is procuring the Kenworth VAC-CON through a Sourcewell vendor which provides public agencies with competitive bidding contract pricing.

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

ON MOTION BY Director Dickson and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to purchase a Kenworth VAC-CON Hydro-Excavation Truck from Municipal Maintenance Equipment for a not-to-exceed amount of $799,667:

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

C. <u>Quarterly Financial Review</u>

Mr. Schneider summarized year-to-date revenues and expenses for the first three months of Fiscal Year 2026–2027 and provided an overview of the District's reserves and Capital Improvement Program. President Feldman thanked the staff for the adherence to the budget.

D. Approval Hanson Bridgett Billing Rates – Proposed Increase

Mr. Miyaki, the District's Counsel, briefed the Board on the proposed three year billing rate increase for Hanson Bridgett's services to the District. Mr. Miyaki responded to questions from the Board.

ON MOTION BY Director Coverdell and seconded by Vice President Muller, the Board voted by roll call vote to approve proposed increases to Hanson Bridgett billing rates effective January 1, 2027, January 1, 2028, and January 1, 2029:

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

E. Designate the District's ACWA Voting Representative and Authorize Casting of Vote in Consideration of Proposed ACWA Amended and Restated Bylaws

Ms. Rogren reported that the ACWA Board recommended approval of the proposed Amended and Restated Bylaws, which require a vote by member agencies. Voting representative forms are due October 30, 2026; electronic ballots will be distributed November 9, 2026; and each agency's single vote must be submitted by December 18, 2026.

ON MOTION BY Director Feldman and seconded by Director Dickson, the Board voted by roll call vote to 1) designate Vice President Muller as the District's ACWA Voter Representative; and 2) authorize casting of the District's vote to approve the proposed ACWA Amended and Restated Bylaws.

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 mentioned that the District is featured in the October 2026 issue of *Coastside Magazine* in the article "New Water Tank Built to Serve Coastside for Generations."

B. Operations Report

Mr. Sturdivan summarized the Operations highlights for the month of September 2026.

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests.

9) CLOSED SESSION –at 7:01 p.m.

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

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 8:13 p.m.

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

Closed session item A, No action was taken.

Closed session item B, Direction was given to the Agency Designated Negotiators.

11) MEETING ADJOURNED – at 8:14 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Bob Feldman, President
Board of Directors