

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 8, 2024

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 Mickelsen called the meeting to order at 7:00 p.m. Present at roll call in person in the Board room: Vice President Glenn Reynolds, Director Ken Coverdell, Director Bob Feldman, and Director John Muller.

Also present: Jeffery Schneider, Asst. General Manager Finance/Admin., Patrick Miyaki, Legal Counsel, Gina Brazil, Office Manager, Darin Sturdivan, Distribution Supervisor, Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst

Also Participating: Jonathan Sutter, EKI Environment and Water, Inc.

- 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, 2024:
Claims: \$ 1,212,317.23; Payroll: \$ 231,918.78 for a total of \$ 1,444,236.01
September 2024 Monthly Financial Claims reviewed and approved by Director Reynolds
- B. Acceptance of Financial Reports
- C. Approval of Minutes of September 10, 2024, 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 - September 2024
- G. Leak/Flushing Report - September 2024
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report - August 2024
- J. Water Service Connection Transfer Report for September 2024

Director Reynolds reviewed the Claims Report, and all appear to be in order.

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

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

Director Coverdell asked why there was nothing listed on the Flushing report. Staff responded that there was no flushing and no more flushing scheduled for the year.

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

- Director Muller reported that he attended the September 13, 2024 ACWA Region 5 program tour in Watsonville/Pajaro Valley.
- President Mickelsen and Vice President Reynolds reported that they recently visited the DN Tank project under construction in Pacifica for North Coast County Water District.
- Vice President Reynolds commented that in early October, the EPA issued a final Lead and Copper Rule Improvements (LCRI) mandate requiring drinking water systems to identify and replace lead pipes within 10 years. He noted that the District has followed the EPA guidance regarding lead for decades, and that the District has complied with regular “lead and copper rule” testing requirements. Per Staff all District laterals have been tested for lead and passed.

6) GENERAL BUSINESS

A. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Capital Project Management and As-Needed Engineering Services

Mr. Schneider summarized that the current agreement with EKI Environment and Water, Inc. (EKI) for capital project management was executed in January 2024 and those funds are now fully expended. Based on EKI’s past responsiveness and excellent support, staff recommends a new twelve month agreement for capital project management and as-needed engineering services, including hydraulic modeling.

ON MOTION BY Vice President Reynolds and seconded by President Mickelsen, the Board voted by roll call vote to authorize the General Manager to retain the professional management services of EKI Environment and Water, Inc. (EKI) for capital project management and as needed engineering support, including hydraulic modeling for 12 months for a not-to-exceed budget of \$100,000

Director Coverdell	Aye
Director Feldman	Aye

Director Muller	Aye
Vice-President Reynolds	Aye
President Mickelsen	Aye

B. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Environmental Services related to the Pilarcitos Creek Road Bank Stabilization Project

Mr. Schneider summarized that during the December 2022/January 2023 storm event, the District sustained significant damage in Pilarcitos Canyon to the existing road. In January, 2024, the District engaged a geotechnical services firm and a civil engineering firm to design the repairs for the road. The engineering design is 40% complete, and the next step is to develop an environmental regulatory permitting strategy. EKI's subconsultant, Environmental Science Associates (ESA) will prepare a California Environmental Quality Act (CEQA) and permitting strategy memo, and EKI will provide oversight of the environmental services.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, 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 environmental services related to the Pilarcitos Creek Road Stabilization Project for an amount not-to-exceed cost of \$44,800

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

C. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Engineering Services for the Pilarcitos Well Field Replacement Project

Mr. Schneider summarized that there are five wells in Pilarcitos Canyon that were installed over 45 years ago and one installed 30 years ago. In recent years, these wells have required increased maintenance due to the scale buildup which results in reduced yield and operational limitations. The District would like to replace these wells to regain capacity and to optimize production allowed under its Pilarcitos Creek surface water license. The scope of the Pilarcitos Well Field Replacement Project will also consider connecting the wells to the District's SCADA system to automate operation.

ON MOTION BY Director Muller 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 engineering services for the Pilarcitos Well Field Replacement Project for an amount not-to-exceed cost of \$378,300

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

D. Quarterly Financial Review

Mr. Schneider summarized the year-to-day revenue and expenses for the first three months of Fiscal Year 2024-2025. He recapped the District's Cash reserves and the Capital Improvement Program expenditure.

7) MONTHLY INFORMATIONAL REPORTS

A. General Manager

- BAWSCA selected a new CEO/General Manager, Thomas Smegel who will succeed Nicole Sandkulla who is retiring December 2024.
- North Coast County Water District is in the process of construction a 600,000 gallon prestressed DN Tank. District staff along with President Mickelsen and Vice President Reynolds, the District's design engineer, HDR and construction manager, Freyer and Laureta, Inc. were all able to visit the construction site.

B. Operations Report

Mr. Sturdivan summarized the Operation Highlights for the month of September 2024.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items from the Board members.

9) CLOSED SESSION

A) Conference with Legal Counsel – Existing Litigation

Pursuant to California Government Code Section 54956.9(d)(1)

Name of Case: Coastside County Water District v. Mary Alice Cozzolino, Trustee of the James and Alice Cozzolino Trust, et al., Case No. 24-civ-05456.

B) Conference with Legal Counsel – Existing Litigation

Pursuant to California Government Code Section 54956.9(d)(1)

Name of Case: Coastside County Water District v. James Salvatore Cozzolino, a Married Man as His Sole and Separate Property, and Linda Jean Cozzolino, a Single Woman, as Tenants in Common, et al., Case No.24-civ-05502.

10) RECONVENE TO OPEN SESSION - at 7:51 p.m.

Public Report of closed session action- Mr. Miyaki reported that no action was taken in either of the two closed session items.

11) ADJOURNMENT - Board Meeting Adjourned at 7:52 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Chris Mickelsen, President
Board of Directors