

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

Held at the Ted Adcock Center, 535 Kelly Avenue, Half Moon Bay (South (Sun) Day Room)

**Monday, January 12, 2026**

The Public was able to participate in the public meeting by joining the meeting in person.

- 1) **ROLL CALL** – President Bob Feldman called the meeting to order at 9:00 a.m. Present at roll call: Vice President John Muller, Director Ken Coverdell and Director Chris Mickelsen. Director Glenn Reynolds arrived at 9:05 a.m.

Also present: Mary Rogren, General Manager; Jeffery Schneider, Assistant General Manager of Finance and Administration; Darin Sturdivan, Water Distribution Operations Manager; Sean Donovan, Water Treatment Plant Operations Manager; Gina Brazil, Administrative Services Manager; and Lisa Sulzinger, Administrative Analyst

Also participating: Jonathan Sutter, EKI Environment & Water, Inc.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **Strategic Planning Board Workshop**

Mr. Schneider, serving as facilitator, opened the workshop by presenting an overview of the workshop goals, guidelines and rules of engagement. Ms. Rogren then provided an overview of the District's prior strategic planning sessions in 2017 and 2021, along with a summary of major infrastructure and other significant project accomplishments since 2020.

Following a brief break, the meeting was reconvened at which time Mr. Schneider led a discussion on "SWOTT" (Strengths, Weaknesses, Opportunities, Threats and Trends) from the perspective of District staff. The discussion then turned to priority setting and


identifying potential areas of strategic focus for Board consideration over the upcoming year.

Next followed an exercise for each of the Board members and staff to vote on the top three key areas of focus. The three top areas of focus voted on by ranking are: 1) capital improvement program including development of a master tank plan; 2) financial planning; and 3) alternative water sources. Next steps will include meeting with the applicable Board Committees to develop measurable goals for these key focus areas and to consider impacts to the Operations and Maintenance Budget and Capital Improvement Program.

- 5) **ADJOURNMENT** - Special Board Meeting Adjourned at 11:33 a.m.

  
Bob Feldman, President  
Board of Directors

Respectfully submitted,

  
Mary Rogren, General Manager  
Secretary to the District