

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, February 9, 2021

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, as revised on March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Boardroom was not open for the February 9, 2021 Regular Meeting of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

The Public was able to watch and/or participate in the public meeting by joining the meeting 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 Glenn Reynolds called the meeting to order at 7:00 p.m. participating in roll call via Zoom Video Conference: Directors John Muller, Ken Coverdell, Chris Mickelsen and Vice President Bob Feldman.

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Cathleen Brennan, Water Resource Analyst; Gina Brazil, Office Manager, Denise Ford, Administrative Assistant/Recording Secretary, and Nancy Trujillo, Accounting Manager.

Richard Stratton, Senior Project Manager, HDR Engineering, Inc., and Jon Sutter, Project Manager, EKI Environment & Water, Inc., were identified as participants in the meeting.

One member of the public attended.

2) PLEDGE OF ALLEGIANCE

3) PUBLIC COMMENT - There were no public comments.

4) CONSENT CALENDAR

- A. Approval of disbursements for the month ending January 31, 2021:
Claims: \$840,564.84; Payroll: \$169,261.69 for a total of \$1,009,826.53
- B. Acceptance of Financial Reports
- C. Approval of Minutes of January 12, 2021 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-January 2021
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Report for the Month of December 2020

A. ON MOTION BY Vice-President Feldman and seconded by Director Mickelsen, the Board voted by roll call vote to approve the Consent Calendar:

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

5) MEETINGS ATTENDED/DIRECTOR COMMENTS

Director Coverdell commented on the recent storms and improved snow conditions, although the below average rainfall levels are still very concerning. Director Mickelsen recently attended a BAWSCA meeting where concerns over the below average rainfall and snowpack were also expressed.

6) GENERAL BUSINESS

A. Award of Contract for Design Engineering and Bid Support Services with HDR Engineering, Inc. for the Half Moon Bay Tank #3 Replacement Project

Ms. Rogren described the condition of Half Moon Bay Tank #3. She explained that Tank #3 had not been recoated or rehabilitated since it was constructed in 1963 and typically recoating of welded steel tanks is required every 20-30 years. In 2019, the District hired TJC and Associates to do a tank condition assessment of the District tanks that need recoating/ rehabilitation. In 2020, TJC and Associates conducted a siting study to look at various sizes of a prestressed concrete tank that could be installed in the location of Half Moon Bay Tank #3 as a replacement. The results of the study indicated that the District could build a prestressed concrete tank of up to 5 Million Gallons (MG) at the site. Given the results of EKI Environment & Water, Inc.'s hydraulic modeling, EKI recommends that the District replace Half Moon Bay Tank #3 with a 3 MG prestressed concrete tank at minimum. The major benefits of utilizing a prestressed concrete tank vs. welded steel are the seismic performance and the lower life cycle costs.

Ms. Rogren introduced Richard Stratton with HDR Engineering. Mr. Stratton provided a detailed overview of the project and answered a few questions from the Board.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to execute a professional services agreement with HDR Engineering, Inc. for design engineering and bid support services for the Half Moon Bay Tank #3 Replacement Project for a not to exceed amount of \$394,983.

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

B. Approval of Professional Services Agreement with EKI Environment & Water, Inc. for Design and Construction Support for Replacement of Water Line at Grandview Boulevard Under Highway 1

Ms. Rogren reviewed the background information regarding the replacement of the water line at Grandview Boulevard under Highway 1. The City of Half Moon Bay is currently working with Caltrans to design the Highway 1 Safety and Operation Improvements Project. The project includes widening Highway 1 from Main Street to Spindrift Way while adding medians, bike paths and pullouts.

In anticipation of this future work on Highway 1, the District engaged EKI Environment & Water, Inc. ("EKI") in October 2019 to verify pipe sizes, materials, age, and conditions of existing pipeline at the Highway 1 crossings at Silver Avenue, Terrace Avenue, Grandview Boulevard, and Spindrift Way. EKI recommends that the Grandview crossing under Highway 1 be replaced as a high priority project due to the age, material and lack of redundancy serving this neighborhood. This water line would be constructed with a jack and bore methodology as required by Caltrans.

The Grandview Water Main Replacement Project design that was also approved by the Board in 2019, is now 100% complete. The Grandview Water Replacement Project (replacing pipelines in the Grandview neighborhood) would ideally be bid together with the Highway 1 Crossing Project.

Ms. Rogren introduced Jonathan Sutter with EKI. Mr. Sutter gave an overview of the project and answered questions from the Board.

ON MOTION BY Director Coverdell and seconded by Vice-President Feldman, the Board voted by roll call vote to authorize the General Manager to retain the professional services of EKI Environment & Water, Inc. ("EKI") for design and construction support services for replacement of the water line at Grandview Boulevard under Highway 1 for a not-to-exceed budget of \$156,500.

Director Muller	Aye
President Reynolds	Aye
Director Coverdell	Aye

Vice-President Feldman
Director Mickelsen

Aye
Aye

A. General Manager's Report

Ms. Rogren reviewed the State Water Resources Control Board's ("SWRCB") COVID-19 survey that was conducted to assess the financial impacts of the Governors' Executive Order that mandated water service for residential customers and certain small businesses cannot be shut off for non-payment. The SWRCB estimated that as of November 2020, drinking water debt across California was between \$600-\$700 million covering 12% of households in the state.

Ms. Rogren announced that the District had received President's Special Recognition awards from ACWA-JPIA for all three insurance programs because of keeping claims low.

B. Superintendent of Operations Report

Mr. Derbin summarized operations highlights for the month of January 2021.

8) DIRECTOR AGENDA ITEMS-REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT-The Board Meeting was adjourned at 8:00 p.m.

Respectfully submitted,



Mary Rogren, General Manager
Secretary to the District



Glenn Reynolds, President
Board of Directors