

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, May 12, 2026

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, Cathleen Brennan, Water Resources Analyst, Darin Sturdivan, Water Distribution Operations Manager, Gina Brazil, Administrative Services Manager, Ingrid Anderson, Customer Service Specialist II and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT**

There was no public comment.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending April 30, 2026:
Claims: \$ 2,103,167.85; Payroll: \$ 256,739.32 for a total of \$ 2,359,907.17
April 2026 Monthly Financial Claims reviewed and approved by Vice President Muller
- B. Acceptance of Financial Reports
- C. Approval of Minutes of April 3, 2026, Special Board of Directors Meeting
- D. Approval of Minutes of April 14, 2026, Regular Board of Directors Meeting
- E. Approval of Minutes of April 15, 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 – April 2026
- I. Leak/Flushing Report – April 2026
- J. Monthly Rainfall Reports
- K. SFPUC Water Supply Availability Update
- L. Water Service Connection Transfer Report for April 2026

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

ON MOTION BY Director Coverdell and seconded by Director Dickson, 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 attending the ACWA Spring Conference in Sacramento. He also said that he spoke to a group of high school students on leadership at a meeting held at the Half Moon Bay Library.
- President Feldman reported on attending the ACWA Spring Conference in Sacramento.

6) GENERAL BUSINESS

A. PUBLIC HEARING

1. To allow community input on Coastside County Water District’s Updated Water Shortage Contingency Plan

a. Staff Presentation of the Coastside County Water District’s Updated Water Shortage Contingency Plan

Ms. Brennan presented a detailed overview of the Updated Water Shortage Contingency Plan (WSCP). The WSCP is a stand-alone document, however it is required to be included in the District’s Urban Water Management Plan. The WSCP is the District’s plan to manage water shortage emergencies whether they are from drought, infrastructure failures, or natural disasters.

b. Open Public Hearing. Opened at 6:11pm

c. Public Comments. There were no public comments.

d. Close Public Hearing: President Feldman closed the public hearing at 6:11pm

e. Board Comments: President Feldman asked the Board for comments. The Board commended Ms. Brennan for doing a great job preparing the WSCP. A discussion then ensued.

B. Consider Approval of Resolution 2026-04 Updating the Water Shortage Contingency Plan.

Resolution 2026-04 – Adopting an updated Water Shortage Contingency Plan

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted by roll call vote to adopt Resolution 2026-04 updating the Water Shortage Contingency Plan.

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

C. Approval of a Contract Change Order #7 with DN Tanks, LLC. for Revisions to the Effluent Piping System and Expansion Joint.

Ms. Rogren described that during the excavation and installation of the new effluent piping system, the contractor found that the alignment of the existing 12 KV electrical line conflicted with the planned pipeline route. To mitigate the issue, the contractor rerouted the pipeline and implemented a design modification to avoid damaging the high-voltage facility. Also, during installation, it was determined that the expansion joint connection to the high-density polyethylene (HDPE) pipe inside the tank required a design modification to ensure structural integrity.

ON MOTION BY Director Coverdell and seconded by Director Dickson, the Board voted by roll call vote to authorize the General Manager to approve Change Order #7 with DN Tanks, LLC for revisions to the effluent piping system and expansion joints for a not-to-exceed amount of \$56,906.38

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

D. Overview of Draft Capital Improvement Program for Fiscal Years 2026/27 – 2035/36.

Ms. Rogren provided an overview of the Draft 10-year Capital Improvement Program (CIP) for Fiscal Years 2026/27 through 2035/36. Staff met with the Facilities Committee on February 9, 2026 and April 28, 2026 to discuss the Draft CIP. The Facilities Committee also met with Jon Sutter from EKI Environment and Water, Inc. on January 15, 2026 and March 9, 2026 to discuss the Draft Master Tank Plan. The

Draft Master Tank Plan was presented to the full Board during the Strategic Planning Workshop held April 15, 2026, and assumptions from the Master Tank Plan were incorporated into the CIP. At the June 9, 2026 Regular Board of Directors meeting the Board will be asked to approve the Draft 2026/27 Operations and Maintenance Budget and the CIP for FY 2026/27 – 2035/2036.

E. Budget Process Timeline.

Mr. Schneider summarized the Budget Process Timeline.

F. Selection of Regular Special District Member to San Mateo Local Agency Formation Commission (LAFCo) for Term Ending May 2030.

Ms. Rogren noted that one Special District Member seat is up for election on the San Mateo Local Agency Formation Commission.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the Board Representative (President Feldman) to cast the District vote for Kati Martin as the Regular Special District Member for the Term Ending May 2030.

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

G. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #19

Mr. Sturdivan provided an update on the progress made on the Carter Hill Prestressed Tank and Seismic Upgrades Project during April 2026.

7) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

- Ms. Rogren stated that on April 28, 2026, the San Francisco Public Utilities Commission held a public hearing on the wholesale water rate proposal. The Commission adopted the FY 2026/27 rate increase of 7.4% to be effective 7/1/2026.
- Ms. Rogren also summarized that every 5 years the District participates in an update to San Mateo County's Local Hazard Mitigation Plan (LHMP) which was last updated in 2021. Work began in January, 2026 and will continue through Fall 2026

when staff will request the Board's adoption of the updated LHMP. Participation in the LHMP process enables the District to be eligible for FEMA funding.

B. Operations Report

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

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

9) ADJOURNMENT - Board Meeting Adjourned at 7:08 p.m.

Respectfully submitted,



Mary Kogren, General Manager
Secretary to the District



Bob Feldman, President
Board of Directors

