



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

P.O. Box 370131
8888 Cabrillo Hwy
Montara, CA 94037-0131
t: 650.728.3545 • f: 650.728.8556

To sensitively manage the natural resources entrusted to our care, to provide the people of Montara - Moss Beach with reliable, high – quality water, wastewater, and trash disposal at an equitable price, and to ensure the fiscal and environmental vitality of the district for future generations. Be open to providing other services desired by our community.

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

February 15, 2024 at 7:30 p.m.

The meeting will take place in the District offices located at the above address. Seating is limited and social distancing will be practiced due to ongoing public health and safety concerns. Simultaneous public access and participation is also available remotely, via telephone or the ZOOM application:

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/87853342816?pwd=NFpEaFhXTUkwMmJuQ0dTeXh2TVdXZz09>

MEETING ID: 878 5334 2816

Password: 327987

CALL IN PHONE NUMBER: +1 669 900 9128

INSTRUCTIONS for remote access are available at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. You also may view video during the meeting via live stream

or after the meeting at

<https://videoplayer.telvue.com/player/wuZKb9gwEY7sMACIIsr7VSJglB35kNZA/stream/159?fullscreen=true&showtabssearch=false&autostart=false>. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact MWSD's IT support at (650) 728-7843.

Note: Public participation is not permitted during closed session discussion items.

Public Comment

In accordance with the Government Code, members of the public may address the Board on specific agenda items when the matter is announced by the Board President. Any other item of interest that is within the subject matter jurisdiction of the District may be addressed during the Oral Comments portion of the meeting. For participants attending the meeting virtually, a "raise hand" button is available for every Zoom user wishing to speak and should be used to alert the President of the intent to comment.

Upon request, this Agenda and written agenda materials will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or accommodation in order to participate in the public meeting should be emailed to info@mwsd.net or submitted by phone at 650-728-3545 at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site (www.mwsd.montara.org) subject to staff's ability to post the documents before the meeting.

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

OLD BUSINESS

NEW BUSINESS

1. [Review and Possible Action Concerning Authorization to Purchase Replacement Emergency Standby Generators.](#)
2. [Review and Possible Action Concerning Nomination of Representative to the CSDA Board of Directors](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. Mid-Coast Community Council Meeting (Slater-Carter).
3. CSDA Report (Slater-Carter).
4. LAFCo Report (Slater-Carter).

5. Attorney's Report (Fitzgerald).
6. Directors' Reports.
7. General Manager's Report (Heldmaier).

FUTURE AGENDAS

MWSD Hydrants

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(d)(1))

Case Name: *City of Half Moon Bay v. Granada Community Services District, et al.* (Santa Clara County Superior Court No. 17CV316927)

CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6)
Unrepresented Employees

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT


The District has a curfew of 10:30 p.m. for all meetings. The meeting may be extended for one hour by vote of the Board.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: February 15, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Authorization to Purchase Replacement Emergency Standby Generators.

In accordance with the annual sewer and pumpstation maintenance budget, replacement equipment purchases are needed periodically when older equipment can no longer be repaired. MWSD owns several portable generators to maintain uninterrupted sewer transport and water supply to protect public health during storms and power outages for sewer pump stations and water pressure pumps.

One of the existing trailer-mounted generator's main generator unit failed catastrophically, and the sound attenuation housing and trailer frame are badly corroded. The manufacturer recommended the cost of rebuilding the unit would exceed the price of a new cleaner burning unit.

The District received quoted from 4 suppliers and has selected the lowest price 70KVA (55 KW) portable generator and opted for the additional maintenance load devise called a smart load bank to ensure the generator runs at optimum temperatures to reduce exhaust particulate filter maintenance. The proposed price is \$57,249.00 and the delivered price with Tax will be \$70,998.91.

Additionally, the District is sizing and pricing two additional portable emergency generators for cross agency (water/sewer) use, one 25KW and one 110 KW. The combined price for these two additional generators is not expected to exceed \$170,000, and costs may be shared between water and sewer funds.

Total proposed expenditure is expected to not exceed \$240,998.91, with \$185,599.91 from the sewer fund and \$55,000 from the water maintenance fund.

Pippin Cavagnaro, P.E. from Nute Engineering, will be available to present the Project and answer any questions the Board might have.

RECOMMENDATION:

Authorize the General Manager to issue purchase orders for the acquisition of three portable emergency generators not to exceed a combined total of \$250,000.

Attachment



Pac Machine Company

SACRAMENTO, BENICIA, CA
SPARKS, NV

From: David Kesich
Pac Machine Company
5326 Gateway Plaza Dr
Benicia, CA 94510
Phone: (707) 746-4940
Fax: (707) 746-1845
dave@pacmachine.com

To: Phippen Cavagnaro
Of: Nute Engineering
Email: pippin.c@nute-engr.com
Phone: 415-453-4480 x203
Re: Airman SDG65 Genset
Date: February 2, 2024

Per your request we're pleased to quote the following Airman SDG65-T4F Trailer Mounted Generator Set.

Qty	Description	Price Each	Amount
1	Airman SDG65 Diesel Generator 69 kVA/ 55 kW, Including: Isuzu 4JJ1X, T4F Diesel Engine Duel Axel Trailer with Enclosure & Surge Brakes LED Trailer Lights and Wheel Chocks Battery Charger Genset:2YR/ 2,000HRS, Engine 2YR/ 2,000HRS Switchable Voltage	\$57,249.00	\$57,249.00
1	w/ Smartload (Loadbank): * Rated: 65dBA @ 23'	\$6,750.00	\$6,750.00
1	Freight to Montara, CA:	\$1,000.00	\$1,000.00
1	9.375% San Mateo County Tax: Delivery: Currently 6-7 weeks. Specifications attached. FOB: Factory * The Smart Load is maintenance equipment to keep the genset in a reliable state.		\$5,999.91
		Total:	\$70,998.91

Please Call with any questions.

Regards,



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: February 15, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Nomination of
Representative to the CSDA Board of Directors**

The California Special Districts Association (CSDA) is advising all members that "Seat A" is open in each of the six regional divisions which are selected by an all-mail ballot. Our district is part of the Bay Network, formerly Region 3. A board member is expected to attend all Board meetings, usually eight per year, but is reimbursed for travel by CSDA. Any independent special district with current membership in CSDA is eligible to designate one person, such as a board member or managerial employee, for election as a director of CSDA. A copy of the District's resolution or minute action must accompany the nomination form. The deadline for receiving nominations is April 20, 2024. CSDA will begin electronic voting on June 10, 2024. The successful candidates will be notified no later than July 30, 2024. Director Slater-Carter expressed interest to serve on the CSDA Board of Directors.

RECOMMENDATION:

Adopt RESOLUTION NO. _____, Resolution of the Montara Water and Sanitary District Authorizing the nomination of Kathryn Slater-Carter as Bay Area Network Representative to the CSDA Board of Directors.

Attachment

RESOLUTION NO.

RESOLUTION APPROVING NOMINATING DIRECTOR SLATER-CARTER TO CSDA BOARD OF DIRECTORS

WHEREAS the California Special District Association (CSDA) informed Montara Water and Sanitary District (MWSD) that nominations for Bay Network were due, and

WHEREAS Director Slater-Carter indicated her desire to join CSDA to be involved in responding to pending legislation and other public policy that may impact the operations of Special Districts;

WHEREAS Director Slater-Carter has extensive experience serving on Special District Boards;

NOW, THEREFORE, BE IT RESOLVED by the Board of the Montara Water and Sanitary District, a public agency in the County of San Mateo, California as follows:

1. The Board of Directors of the Montara Sanitary District approves the nomination of Director Slater-Carter to serve on the CSDA Board of Directors from CSDA Bay Network.
2. The District Clerk is hereby directed to transmit a copy of this resolution to the CSDA, 1112 L Street, Suite 200, Sacramento, CA 95814.

President, Montara Water and Sanitary District

Countersigned:

Secretary

* * * * *

I hereby certify that the foregoing resolution was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a meeting thereof held on the 15th day of February 2024, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

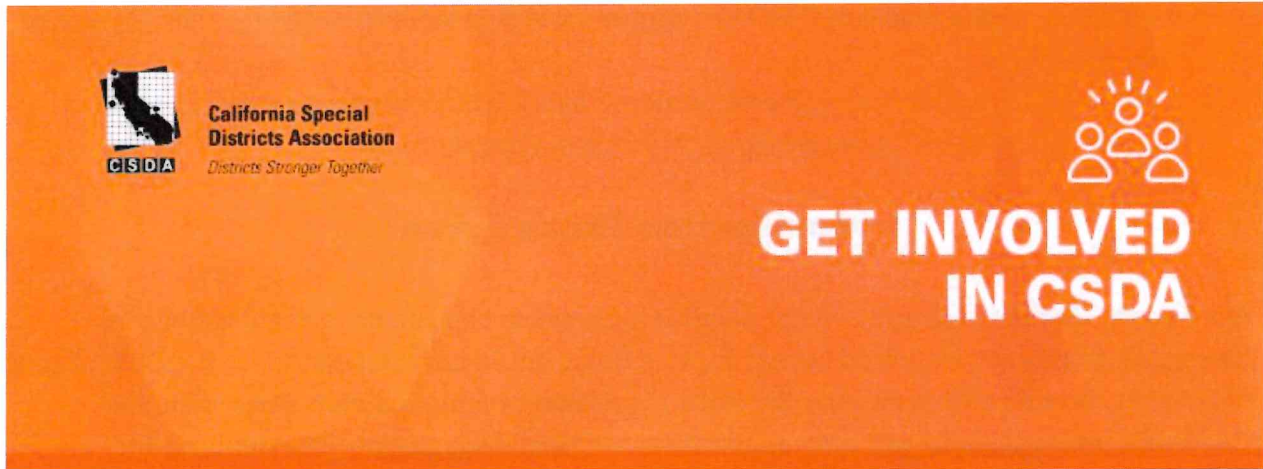
ABSENT, Directors:

Secretary

Tracy Beardsley

From: Neil McCormick <neilm@csla.net>
Sent: Monday, February 5, 2024 3:38 PM
To: Tracy Beardsley
Subject: Call for Nominations for CSDA Board of Directors

Follow Up Flag: Follow up
Flag Status: Completed



CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS - SEAT A

Deadline: April 10, 2024

The CSDA Elections and Bylaws Committee is looking for **independent special district board members** or their **general managers** who are interested in leading the direction of the California Special Districts Association for the 2025 - 2027 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network they seek to represent (see the [CSDA network map](#)).

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
 - *(CSDA reimburses directors for their related expenses for board and committee meetings as outlined in board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
 - *(CSDA does **not** reimburse expenses for the two conferences even if a board or committee meeting is held in conjunction with the event).*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
 - *(CSDA does **not** reimburse expenses for the academy classes even if a board or committee meeting is held in conjunction with the event).*

Nomination Procedures:

Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors) for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action along with the [Candidate Information Sheet](#) must accompany the [Nomination Form](#).** The deadline for receiving nominations is **April 10, 2024** for all networks, except for the Coastal Network.

In the Coastal Network, there is also a vacant position for Seat B. Therefore the call for nominations deadline has been extended to April 20, 2024.

Nominations and supporting documentation may be mailed or emailed.

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814

Fax: 916.442.7889

Email: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 10, 2024. All votes must be received through the system no later than 5:00 p.m. July 26, 2024. The successful candidates will be notified no later than July 30, 2024. All selected CSDA Board Members will be introduced at the Annual Conference in Indian Wells, CA in September 2024.

Expiring Terms - All Seat A

(See [geographic network map](#) for network breakdown)

Northern Network – Greg Orsini, Director, McKinleyville Community Services District*
Sierra Network – Noelle Mattock, El Dorado Hills Community Services District*
Bay Area Network – Chad Davisson, CSDM, General Manager, Ironhouse Sanitary District*
Central Network – Patrick Ostly, General Manager, North of River Sanitary District*
Coastal Network – Elaine Magner, Director, Pleasant Valley Recreation & Park District*
Southern Network – Jo MacKenzie, Director, Vista Irrigation District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system, allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district June 10, 2024. All votes must be received through the system no later than 5:00 p.m. July 26, 2024.*

Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail at amberp@cda.net by April 10, 2024 in order to ensure that you will receive a paper ballot on time.

CSDA will mail paper ballots on June 10, 2024 per district request only.

If you have any questions, please contact Amber Phelen at amberp@cda.net.



California Special Districts Association
1112 I Street, Suite 200, Sacramento CA, 95814
877.924.2732 | www.cda.net

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**California Special
Districts Association**
Districts Stronger Together

2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



**California Special
Districts Association**
Districts Stronger Together

2024 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form, a Board resolution/minute action supporting the candidate, and
Candidate Information Sheet by mail or email to:**

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

April 10, 2024 at 5:00 p.m.



California Special Districts Association

DISTRICT NETWORKS

