



**Montara Water
and Sanitary District**
Serving the Community of Montara and Moss Beach

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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

September 17, 2020 at 7:30 p.m.

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED REMOTELY PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 TEMPORARILY SUSPENDING AND MODIFYING CERTAIN TELECONFERENCE REQUIREMENTS UNDER THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff and the public may participate remotely via the application ZOOM:

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/82941523737?pwd=TkZ4UHJkTW5oK0V5QUV6U1BBZldKUT09>

MEETING ID: 829 4152 3737

Password: 602353

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. A "raise hand" button available for every Zoom user can be used to alert the President of the intent to comment.

Public comment also may be submitted in writing (in accordance with the three-minute per speaker limit) via email to info@mwsd.net up to one-hour prior to the scheduled meeting time. Please indicate in your email the agenda item to which your comment applies. The District Clerk will read all comments into the record. Comments and materials related to an item on this Agenda submitted after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours and 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.

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.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, and local orders, the format of this meeting may be altered, or the meeting may be canceled. You may check on the status of the meeting by visiting the District's website at: <http://mwsd.montara.org> .

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

OLD BUSINESS (none)

NEW BUSINESS

1. [MWSD Continues Critical Operations During Public Emergencies.](#)
2. [Water Main Line Extension Status Update for Big Wave Community Project Located at 380 Airport Street \(Lot 7\), Princeton-by-the-Sea.](#)
3. [Review and Possible Action Concerning District Owned Real Property Inventory and Assessment of Property Needs.](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. MidCoast Community Council Meeting (Slater-Carter).
3. CSDA Report (Lohman).
4. LAFCo Report (Lohman).
5. Attorney's Report (Fitzgerald).
6. Directors' Reports.
7. [General Manager's Report \(Heldmaier\).](#)

FUTURE AGENDAS

1. MWSD Defined Benefit Plan Actuarial Evaluation.
2. Strategic Community Planning Workshop.

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4))

Initiation of Litigation

Number of cases: 1

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 Super. Ct. No. 17CV316927)

**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: **September 17, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager



**SUBJECT: MWSD Continues Critical Operations During
Public Emergencies**

The Montara Water and Sanitary District (MWSD) staff continues operations to maintain critical functions while modifying the way we work in the face of the current emergencies, like COVID-19, statewide fires, potential Planned System Power Shutoffs (PSPS).

The District has been adhering to state and local guidelines in regard to emergencies and incidents that affect our communities in 2020. The MWSD offices are closed to the public since March this year. Regardless, MWSD continues to provide all services through online or in-person field service.

To protect the public and MWSD staff social distancing guidelines have to be maintained at all times, which makes responding to emergencies more difficult. New protocols result in additional time and expenses, to avoid sharing trucks, equipment and workspace.

The current potential for power shutoffs require more frequent maintenance of back up power systems.

Recent regional fires have impacted MWSD staff as all Coastsiders either directly or indirectly. Further health concerns due to the exposure of smoke has resulted in additional PPE requirements and limiting exposure as much as possible.

Despite the adverse conditions MWSD staff has been able to cope with new work and private situations and adjusted to every new challenge that we've seen this year.

Recommendation:

This is for board and public information only.

MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 17, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Water Main Line Extension Status Update for Big Wave Community Project Located at 380 Airport Street (Lot 7), Princeton-by-the-Sea.

Applicant Big Wave LLC's (Big Wave) entered into the Agreement for Phased Construction and Acquisition of Subdivision Water Utility Improvements (the Main Line Extension Agreement) with MWSD on November 5, 2019. Big Wave has paid for the entire construction cost by securing a payment bond and faithful performance bond. Additionally, the District is currently processing an application for development of Lot 7 of the Big Wave project.

Big Wave has informed MWSD that the construction for Phase 1 Improvements, consisting of the extension of the District's water main located in Airport Street in the vicinity of Los Banos Street to the Property's northwesterly border corner, is scheduled to start in September, 2020 and to end in December, 2020. MWSD and the District Water Engineer attended a pre-construction meeting with Big Wave and the contractor Half Moon Bay Grading and Paving on September 1, 2020. The following items require resolutions prior to the start of the construction:

- MWSD requires project signage and community notification letters to contain specifics to the impact of the mainline construction.
- Big Wave needs to provide a copy of a comprehensive general liability insurance per requirements of Section 7 of the Main Line Extension Agreement prior to the construction.

Recommendation:

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MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 17, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning District
Owned Real Property Inventory and Assessment
of Property Needs**

The Montara Water and Sanitary District (MWSD or District) provides water, sewer, and refuse disposal services to the coastal communities of Montara, Moss Beach, and adjacent areas in the unincorporated San Mateo County. The District owns and operates water storage, treatment, and distribution facilities that currently provide drinking water to approximately 1,800 domestic and fire water connections. Associated with the water system, the District owns or has ownership interests in lands where facilities are located, and continually seeks feasible opportunities that support the District's core functions to pump, treat, store and distribute water, collect and transport sewage.

Potential Surplus Lands

MWSD currently owns two (2) undeveloped residential properties, originally identified as potential well sites, that it acquired with the purchase of the water system in 2003. One parcel is approximately 5,000 sf, located on Oak Ave. in Moss Beach; the other parcel is approximately 10,000 sf parcel and is located at the corner of Tierra Alta Street and Loma Vista Street in Moss Beach. Both parcels have been determined to be unsuitable for well development.

Another property that MWSD owns is located along the northwest side of Montara Creek, between George and Date Street in Montara. The District's Park Well is located on the parcel and has not been in use for decades due to the potential influence of surface water. The close proximity to Montara Creek makes groundwater exploration unfeasible at the site.

Potential Available Lands

In order to protect our community's water supply and the essential local watersheds which provide that water, the District continually evaluates properties whose purchase could beneficially support water supply protections. The District prudently watches for properties adjacent to existing watersheds or well sites, as

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well as those which might enable access to additional surface or groundwater sources.

Over the years, the District has considered the “Caltrans Bypass” or “Caltrans Right-of-Way (ROW)”, a strip of undeveloped, natural land in Montara, CA, that is owned by the State of California Department of Transportation (Caltrans), also commonly known as Martini Creek Bypass Lands. The land had been intended for use as a freeway through Montara and down to the Half Moon Bay Airport, however, the northern tunnel option was selected and this land was never utilized. MWSD previously installed test wells for the purpose of conducting exploratory drilling to determine the viability of a potential water supply source.

Recently, another property adjacent to the District’s drinking water wells, as well as the Caltrans Bypass lands, currently being offered for sale in the open market is the Miller-Havice Ranch located at 771 Rivera Rd. in Montara, CA. MWSD currently has one well - Wagner Well - partially on the Miller-Havice Ranch property that draws from the aquifer, plus a monitoring well and piezometer well. The District’s Drake Well is nearby the Miller-Havice Ranch and draws from the same aquifer.

To facilitate the collection of further land valuation, potential property sale revenue, detailed information on prospective property purchases, Board action is required to empower the General Manager to conduct research and perform due diligence, including engaging in discussion with property owners and potential purchasers/sellers.

RECOMMENDATION:

Authorize Investigation of Potential Disposition and Purchase of Various Properties and Assign District Representative/Negotiator(s)



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 17, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: General Manager's Report

Operations: A full operations report will be provided at the next meeting.

Projects: The Highway 1 crossing Sewer Project is also close to completion. Hydroseeding on MWSD property is still outstanding. A possible change order to further improve the MWSD access road runoff may be brought to the MWSD board soon.

The Big Wave mainline extension along Airport Street in Moss Beach is a developer funded project that is scheduled to commence in September.

Manager Leave: The General Manager will be on vacation on Monday, September 21, 2020.

Covid-19: MWSD offices remain closed to the public since March 16. SOP's for Covid-19 office and employee safety were updated since new health orders were issued. Non-essential construction and permitting is allowed in SMC and MWSD operations is working at full capacity always adhering to social distancing guidelines.

RECOMMENDATION:

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