

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, January 14, 2020 - 7:00 p.m.

AGENDA

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

- 1) ROLL CALL**
- 2) PLEDGE OF ALLEGIANCE**
- 3) PUBLIC COMMENT**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should proceed to the podium, give their name and address and provide their comments to the Board.

4) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager. All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- A. Approval of disbursements for the month ending December 31, 2019:
Claims: \$988,290.99; Payroll: \$172,801.26 for a total of \$1,161,092.25 ([attachment](#))
➤ *December 2019 Monthly Financial Claims reviewed and approved by President Mickelsen*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of December 10, 2019 Public Hearing ([attachment](#))
- D. Approval of Minutes of December 10, 2019 Regular Board of Directors Meeting ([attachment](#))
- E. Approval of Minutes of December 17, 2019 Public Hearing ([attachment](#))
- F. Monthly Water Service Connection Transfer Report ([attachment](#))
- G. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- H. Total CCWD Production Report ([attachment](#))
- I. CCWD Monthly Sales by Category Report – December 2019 ([attachment](#))
- J. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- K. Monthly Rainfall Reports ([attachment](#))
- L. S.F.P.U.C. Hydrological Report for the month of November 2019 ([attachment](#))
- M. S.F.P.U.C. Hydrological Report for the month of December 2019 ([attachment](#))
- N. Notice of Completion – Bell Moon Pipeline Replacement Project ([attachment](#))
- O. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2018-2019 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Coastside County Water District Basic Financial Statements and Independent Auditor's Report for the Fiscal Year Ended June 30, 2019 ([attachment](#))
- B. Quarterly Financial Review ([attachment](#))
- C. Budget Process Timeline – Operations and Maintenance Budgets for FY 2020-2021 and FY 2021-2022 and Capital Improvement Program for Fiscal years 2020/2021 to 2029/2030 – Information Only ([attachment](#))
- D. Review of Coastside County Water District Board Committees and composition of committees ([attachment](#))
- E. Appointment of CCWD Board Member Representative Alternate(s) to participate in San Mateo Local Agency Formation Commission (LAFCo) election of officers ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- A. Superintendent of Operations Report ([attachment](#))
- B. Water Resources Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) CLOSED SESSION

- A. Pursuant to California Government Code Section 54956.9(d)(2)
Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation
One Potential Case

10) RECONVENE TO OPEN SESSION

- A. Public report of Closed Session Action

11) ADJOURNMENT

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR DECEMBER 2019**

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
12/06/2019	27674	BAY ALARM COMPANY	\$ 1,245.72
12/06/2019	27675	COMCAST	\$ 216.87
12/06/2019	27676	RECORDER'S OFFICE	\$ 95.00
12/06/2019	27677	JAMES COZZOLINO, TRUSTEE	\$ 200.00
12/06/2019	27678	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$ 836.46
12/06/2019	27679	FEDAK & BROWN LLP	\$ 2,010.00
12/06/2019	27680	FIDELTY NATIONAL TITLE	\$ 750.00
12/06/2019	27681	HANSONBRIDGETT. LLP	\$ 8,812.00
12/06/2019	27682	HASSETT HARDWARE	\$ 2,786.48
12/06/2019	27683	HUE & CRY, INC.	\$ 24.00
12/06/2019	27684	LIEBERT CASSIDY WHITMORE	\$ 497.20
12/06/2019	27685	MASS MUTUAL FINANCIAL GROUP	\$ 1,050.00
12/06/2019	27686	VERIZON CONNECT NWF, INC.	\$ 247.00
12/06/2019	27687	REPUBLIC SERVICES	\$ 544.24
12/06/2019	27688	STATE WATER RESOURCES CONTROL BD	\$ 80.00
12/06/2019	27689	STATE WATER RESOURCES CONTROL BD	\$ 70.00
12/06/2019	27690	STANDARD INSURANCE COMPANY	\$ 561.82
12/06/2019	27691	JAMES TETER	\$ 1,832.00
12/06/2019	27692	UNITED PARCEL SERVICE INC.	\$ 109.67
12/06/2019	27693	VALIC	\$ 4,271.66
12/06/2019	27694	VERIZON WIRELESS	\$ 1,114.85
12/06/2019	27695	WATERSMART SOFTWARE, INC	\$ 12,730.00
12/10/2019	27696	HEALTH BENEFITS ACWA-JPIA	\$ 39,684.03
12/10/2019	27697	EKI INC.	\$ 81,879.21
12/13/2019	27698	AT&T	\$ 5,066.16
12/13/2019	27699	AT&T LONG DISTANCE	\$ 377.44
12/13/2019	27700	BAY AREA WATER SUPPLY &	\$ 491.72
12/13/2019	27701	BFI OF CALIFORNIA, INC.	\$ 2,633.40
12/13/2019	27702	CEL ANALYTICAL INC.	\$ 1,008.00
12/13/2019	27703	DAVEY'S SMOG SHOP, INC.	\$ 50.00
12/13/2019	27704	HALF MOON BAY POSTMASTER	\$ 235.00
12/13/2019	27705	MASS MUTUAL FINANCIAL GROUP	\$ 1,050.00
12/13/2019	27706	VERIZON CONNECT NWF, INC.	\$ 247.00
12/13/2019	27707	PACIFIC GAS & ELECTRIC CO.	\$ 45,421.60
12/13/2019	27708	SAN FRANCISCO WATER DEPT.	\$ 134,942.85
12/13/2019	27709	SM CTY ENVIRONMENTAL HEALTH	\$ 1,936.00
12/13/2019	27710	TODD SCHMIDT	\$ 36.00
12/13/2019	27711	SPRING MOUNTAIN GALLERY	\$ 240.89
12/13/2019	27712	TPX COMMUNICATIONS	\$ 1,884.12
12/13/2019	27713	TRI COUNTIES BANK	\$ 4,094.43
12/13/2019	27714	JASON MALFATTI	\$ 2,438.00
12/13/2019	27715	VALIC	\$ 4,271.66
12/13/2019	27716	US BANK NA	\$ 2,207.88
12/13/2019	27717	VULCAN MATERIALS COMPANY	\$ 434.61
12/13/2019	27718	JUAN CARLOS SALAZAR	\$ 1,400.00
12/13/2019	27719	CINDY HAGERMAN	\$ 915.75
12/17/2019	27720	ADP, INC.	\$ 732.35
12/17/2019	27721	ANDREINI BROS. INC.	\$ 326,494.25

12/17/2019	27722	AZTEC GARDENS, INC.	\$	218.00
12/17/2019	27723	BADGER METER, INC.	\$	66.00
12/17/2019	27724	BALANCE HYDROLOGICS, INC	\$	14,614.71
12/17/2019	27725	BIG CREEK LUMBER	\$	667.06
12/17/2019	27726	CALCON SYSTEMS, INC.	\$	46,963.88
12/17/2019	27727	CALIFORNIA TRENCHLESS, INC.	\$	4,050.00
12/17/2019	27728	COMMUNICATION LEASING SERVICES, INC	\$	345.29
12/17/2019	27729	DATAPROSE, LLC	\$	418.95
12/17/2019	27730	GRAINGER, INC.	\$	2,388.69
12/17/2019	27731	HMB BLDG. & GARDEN INC.	\$	28.92
12/17/2019	27732	IRON MOUNTAIN	\$	728.35
12/17/2019	27733	IRVINE CONSULTING SERVICES, INC.	\$	6,493.87
12/17/2019	27734	GLENNA LOMBARDI	\$	108.00
12/17/2019	27735	MISSION UNIFORM SERVICES INC.	\$	152.27
12/17/2019	27736	MICHAEL WOLF	\$	325.00
12/17/2019	27737	MONTEREY COUNTY LAB	\$	2,219.00
12/17/2019	27738	NALCO COMPANY	\$	3,776.64
12/17/2019	27739	OFFICE DEPOT	\$	720.83
12/17/2019	27740	PACIFICA COMMUNITY TV	\$	300.00
12/17/2019	27741	PAULO'S AUTO CARE	\$	197.87
12/17/2019	27742	PAX WATER TECHNOLOGIES, INC.	\$	1,527.75
12/17/2019	27743	PITNEY BOWES	\$	762.26
12/17/2019	27744	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$	238.68
12/17/2019	27745	ROBERTS & BRUNE CO.	\$	7,556.87
12/17/2019	27746	ROGUE WEB WORKS, LLC	\$	323.25
12/17/2019	27747	SAN MATEO LAWN MOWER SHOP	\$	159.60
12/17/2019	27748	STATE WATER RESOURCES CONTROL BD	\$	25,174.60
12/17/2019	27749	STRAWFLOWER ELECTRONICS	\$	12.63
12/17/2019	27750	TEAMSTERS LOCAL UNION #856	\$	1,279.00
12/17/2019	27751	UNIVAR USA INC	\$	2,536.67
12/17/2019	27752	UPS STORE	\$	257.81
12/17/2019	27753	USA BLUE BOOK	\$	1,149.68
12/17/2019	27754	WIENHOFF & ASSOCIATES, INC.	\$	150.00
12/18/2019	27755	SPANISHTOWN MEXICAN RESTAURANT	\$	500.37
12/27/2019	27756	AMERICAN WATER WORKS ASSOC.	\$	850.00
12/27/2019	27757	ANDREINI BROS. INC.	\$	3,190.25
12/27/2019	27758	AZEVEDO FEED INC.	\$	524.40
12/27/2019	27759	BAY ALARM COMPANY	\$	1,252.53
12/27/2019	27760	CALCON SYSTEMS, INC.	\$	18,013.26
12/27/2019	27761	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	\$	547.75
12/27/2019	27762	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$	113.46
12/27/2019	27763	CEL ANALYTICAL INC.	\$	1,152.00
12/27/2019	27764	PETTY CASH	\$	152.44
12/27/2019	27765	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	836.46
12/27/2019	27766	EKI INC.	\$	18,075.35
12/27/2019	27767	GRAINGER, INC.	\$	82.95
12/27/2019	27768	GRISWOLD INDUSTRIES	\$	513.42
12/27/2019	27769	HACH CO., INC.	\$	1,146.44
12/27/2019	27770	HANSONBRIDGETT. LLP	\$	11,518.00
12/27/2019	27771	IRVINE CONSULTING SERVICES, INC.	\$	1,388.09
12/27/2019	27772	JOHN'S SALT SERVICE, INC	\$	7,626.88
12/27/2019	27773	MASS MUTUAL FINANCIAL GROUP	\$	1,050.00
12/27/2019	27774	METAL & CABLE CORP., INC.	\$	1,988.49



Coastside County Water District

Monthly Budget Report Account Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	December Budget	December Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	959,400.00	806,100.75	-153,299.25	-15.98 %	6,998,700.00	6,982,306.52	-16,393.48	-0.23 %	12,300,000.00
	Total RevType: 1 - Operating:	959,400.00	806,100.75	-153,299.25	-15.98 %	6,998,700.00	6,982,306.52	-16,393.48	-0.23 %	12,300,000.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,166.00	3,297.58	-868.42	-20.85 %	25,000.00	37,328.45	12,328.45	49.31 %	50,000.00
1-4180-00	Late Notice - 10% Penalty	5,000.00	13,946.53	8,946.53	178.93 %	30,000.00	46,803.28	16,803.28	56.01 %	60,000.00
1-4230-00	Service Connections	834.00	601.05	-232.95	-27.93 %	5,000.00	8,708.40	3,708.40	74.17 %	10,000.00
1-4920-00	Interest Earned	522.00	30,000.83	29,478.83	5,647.29 %	3,135.00	61,631.42	58,496.42	1,865.91 %	6,270.00
1-4930-00	Tax Apportionments/County Checks	340,000.00	400,209.92	60,209.92	17.71 %	415,000.00	494,670.95	79,670.95	19.20 %	725,000.00
1-4950-00	Miscellaneous Income	2,084.00	1,345.40	-738.60	-35.44 %	12,500.00	1,951.00	-10,549.00	-84.39 %	25,000.00
1-4955-00	Cell Site Lease Income	14,275.00	17,618.67	3,343.67	23.42 %	85,650.00	91,417.48	5,767.48	6.73 %	171,300.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	0.00	236,975.79	236,975.79	0.00 %	338,000.00
	Total RevType: 2 - Non-Operating:	366,881.00	467,019.98	100,138.98	27.29 %	576,285.00	979,486.77	403,201.77	69.97 %	1,385,570.00
	Total Revenue:	1,326,281.00	1,273,120.73	-53,160.27	-4.01 %	7,574,985.00	7,961,793.29	386,808.29	5.11 %	13,685,570.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	80,000.00	36,148.85	43,851.15	54.81 %	1,335,000.00	1,246,337.07	88,662.93	6.64 %	1,941,948.00
1-5230-00	Nunes T P Pump Expense	3,772.00	2,277.36	1,494.64	39.62 %	22,630.00	20,021.19	2,608.81	11.53 %	45,259.00
1-5231-00	CSP Pump Station Pump Expense	15,000.00	4,505.27	10,494.73	69.96 %	235,000.00	200,280.55	34,719.45	14.77 %	357,305.00
1-5232-00	Other Trans. & Dist Pump Expense	2,382.00	1,043.73	1,338.27	56.18 %	14,292.00	8,372.84	5,919.16	41.42 %	28,584.00
1-5233-00	Pilarcitos Canyon Pump Expense	6,000.00	5,089.77	910.23	15.17 %	13,000.00	8,836.31	4,163.69	32.03 %	42,000.00
1-5234-00	Denniston T P Pump Expense	10,000.00	6,673.33	3,326.67	33.27 %	71,000.00	63,135.26	7,864.74	11.08 %	137,800.00
1-5242-00	CSP Pump Station Operations	927.00	1,635.18	-708.18	-76.39 %	5,562.00	9,648.38	-4,086.38	-73.47 %	11,128.00
1-5243-00	CSP Pump Station Maintenance	3,084.00	997.73	2,086.27	67.65 %	18,500.00	23,589.23	-5,089.23	-27.51 %	37,000.00
1-5246-00	Nunes T P Operations - General	6,747.00	6,300.56	446.44	6.62 %	40,482.00	41,957.18	-1,475.18	-3.64 %	80,964.00
1-5247-00	Nunes T P Maintenance	10,200.00	13,088.36	-2,888.36	-28.32 %	61,200.00	43,472.92	17,727.08	28.97 %	122,500.00
1-5248-00	Denniston T P Operations-General	4,083.00	4,658.40	-575.40	-14.09 %	24,499.00	25,562.16	-1,063.16	-4.34 %	49,000.00
1-5249-00	Denniston T.P. Maintenance	8,667.00	15,270.06	-6,603.06	-76.19 %	52,000.00	99,566.76	-47,566.76	-91.47 %	104,000.00
1-5250-00	Laboratory Expenses	6,250.00	3,783.45	2,466.55	39.46 %	37,500.00	28,385.02	9,114.98	24.31 %	75,000.00
1-5260-00	Maintenance - General	25,000.00	23,454.01	1,545.99	6.18 %	150,000.00	183,343.34	-33,343.34	-22.23 %	300,000.00
1-5261-00	Maintenance - Well Fields	3,334.00	4,807.80	-1,473.80	-44.21 %	20,000.00	40,359.12	-20,359.12	-101.80 %	40,000.00
1-5263-00	Uniforms	0.00	0.00	0.00	0.00 %	6,000.00	5,229.92	770.08	12.83 %	12,500.00
1-5318-00	Studies/Surveys/Consulting	10,000.00	345.29	9,654.71	96.55 %	60,000.00	26,600.74	33,399.26	55.67 %	160,000.00
1-5321-00	Water Resources	2,184.00	547.75	1,636.25	74.92 %	13,100.00	2,796.16	10,303.84	78.66 %	26,200.00

Monthly Budget Report

For Fiscal: 2019-2020 Period Ending: 12/31/2019

	December Budget	December Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00 Community Outreach	1,000.00	764.00	236.00	23.60 %	8,000.00	5,777.49	2,222.51	27.78 %	56,900.00
1-5381-00 Legal	8,334.00	12,853.00	-4,519.00	-54.22 %	50,000.00	49,976.70	23.30	0.05 %	100,000.00
1-5382-00 Engineering	5,166.00	5,847.22	-681.22	-13.19 %	31,000.00	87,321.66	-56,321.66	-181.68 %	62,000.00
1-5383-00 Financial Services	5,000.00	0.00	5,000.00	100.00 %	16,000.00	7,810.00	8,190.00	51.19 %	22,000.00
1-5384-00 Computer Services	14,000.00	22,536.79	-8,536.79	-60.98 %	82,000.00	85,173.61	-3,173.61	-3.87 %	167,600.00
1-5410-00 Salaries/Wages-Administration	91,000.00	73,920.43	17,079.57	18.77 %	584,000.00	502,998.42	81,001.58	13.87 %	1,179,832.00
1-5411-00 Salaries & Wages - Field	112,000.00	108,321.69	3,678.31	3.28 %	734,500.00	709,605.06	24,894.94	3.39 %	1,461,020.00
1-5420-00 Payroll Tax Expense	14,100.00	11,384.26	2,715.74	19.26 %	91,700.00	88,917.29	2,782.71	3.03 %	183,582.00
1-5435-00 Employee Medical Insurance	38,502.00	34,883.14	3,618.86	9.40 %	231,013.00	230,981.69	31.31	0.01 %	481,419.00
1-5436-00 Retiree Medical Insurance	4,400.00	4,155.28	244.72	5.56 %	26,400.00	23,192.64	3,207.36	12.15 %	55,274.00
1-5440-00 Employees Retirement Plan	51,611.00	31,180.95	20,430.05	39.58 %	309,661.00	226,020.71	83,640.29	27.01 %	619,321.00
1-5445-00 Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
1-5510-00 Motor Vehicle Expense	5,000.00	5,916.77	-916.77	-18.34 %	30,000.00	63,655.70	-33,655.70	-112.19 %	63,000.00
1-5620-00 Office & Billing Expenses	21,935.00	22,588.06	-653.06	-2.98 %	131,610.00	141,579.21	-9,969.21	-7.57 %	263,219.00
1-5625-00 Meetings / Training / Seminars	2,250.00	1,400.56	849.44	37.75 %	13,500.00	13,254.58	245.42	1.82 %	27,000.00
1-5630-00 Insurance	11,417.00	13,963.67	-2,546.67	-22.31 %	68,499.00	81,068.92	-12,569.92	-18.35 %	137,000.00
1-5687-00 Membership, Dues, Subscript.	2,000.00	3,198.75	-1,198.75	-59.94 %	45,000.00	50,440.20	-5,440.20	-12.09 %	78,970.00
1-5689-00 Labor Relations	500.00	0.00	500.00	100.00 %	3,000.00	0.00	3,000.00	100.00 %	6,000.00
1-5700-00 San Mateo County Fees	2,000.00	1,936.00	64.00	3.20 %	9,000.00	7,579.92	1,420.08	15.78 %	24,000.00
1-5705-00 State Fees	25,000.00	25,174.60	-174.60	-0.70 %	30,000.00	27,484.15	2,515.85	8.39 %	36,500.00
Total ExpType: 1 - Operating:	612,845.00	510,652.07	102,192.93	16.68 %	4,674,648.00	4,480,332.10	194,315.90	4.16 %	8,630,825.00
ExpType: 4 - Capital Related									
1-5712-00 Debt Service/Existing Bonds 2006B	0.00	0.00	0.00	0.00 %	371,603.00	0.00	371,603.00	100.00 %	484,831.00
1-5715-00 Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	266,638.00	266,638.02	-0.02	0.00 %	335,977.00
1-5716-00 Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	233,204.00	233,204.09	-0.09	0.00 %	323,803.00
1-5717-00 Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	0.00	369,096.36	-369,096.36	0.00 %	0.00
Total ExpType: 4 - Capital Related:	0.00	0.00	0.00	0.00 %	871,445.00	868,938.47	2,506.53	0.29 %	1,144,611.00
Total Expense:	612,845.00	510,652.07	102,192.93	16.68 %	5,546,093.00	5,349,270.57	196,822.43	3.55 %	9,775,436.00
Report Total:	713,436.00	762,468.66	49,032.66		2,028,892.00	2,612,522.72	583,630.72		3,910,134.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
December 31, 2019**

<u>RESERVE BALANCES</u>	Current Year as of 12/31/19	Prior Year as of 12/31/18
CAPITAL AND OPERATING RESERVE	\$9,040,277.10	\$8,013,849.06
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$9,290,277.10	\$8,263,849.06

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$3,990,823.06	\$3,994,739.89
CSP T & S ACCOUNT	\$104,531.07	\$192,512.69
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,444.31	\$19,434.55
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,174,778.66	\$4,056,461.93
DISTRICT CASH ON HAND	\$700.00	\$700.00
TOTAL ACCOUNT BALANCES	\$9,290,277.10	\$8,263,849.06

This report is in conformity with CCWD's Investment Policy.

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2019/2020

12/31/2019

* Approved June 2018

Status	Approved* CIP Budget FY 19/20	Actual To Date FY 19/20	Projected Year-End FY 19/20	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	open	\$ 50,000	\$ 50,110	\$ 107,000	\$ (57,000)	47%	\$104K for District-wide SCADA hardware and software upgrade approved at October Board meeting
08-10	Backhoe	completed	\$ 200,000	\$ 157,846	\$ 157,846	\$ 42,154	100%	Backhoe purchase approved by Board in July 2019 (net of trade-in)
99-02	Vehicle Replacement	open	\$ 40,000	\$ 83,000	\$ 83,000	\$ (43,000)	100%	Purchase of 3 vehicles approved by Board in Aug 2019

Facilities & Maintenance

08-08	PRV Valves Replacement Project	In process	\$ 30,000	\$ 6,198	\$ 30,000	\$ -	0%	
09-09	Fire Hydrant Replacement	completed	\$ 140,000	\$ 338,925	\$ 338,925	\$ (198,925)	100%	Purchase of 100 hydrants approved by Board in August 2019
18-13	Denniston WTP and Tank Road Repairs and Paving	In design		\$ 8,992	\$ 400,000	\$ (400,000)	0%	Expanded scope to include storm culverts; planned for Spring, 2020; (\$100K originally budgeted in FY18/19)
99-01	Meter Change Program	ongoing	\$ 20,000	\$ 15,475	\$ 20,000	\$ -	77%	

Pipeline Projects

07-03	Pilarcitos Canyon Pipeline Replacement	In process	\$ 700,000	\$ 491,370	\$ 1,125,000	\$ (425,000)	44%	Approved by Board in September, 2019; project in under construction (completion scheduled by February 2020)
07-04	Bell Moon Pipeline Replacement Project	Completed	\$ 250,000	\$ 335,890	\$ 335,890	\$ (85,890)	100%	
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave (Strawflower)	In pre-design		\$ 46,917	\$ 105,000	\$ (105,000)	n/a	Preliminary design awarded by Board in August 2019
14-01	Replace 12" Welded Steel Line on Hwy 92	\$77K in process		\$ 47,151	\$ 700,000	\$ (700,000)	n/a	Aerial surveying for \$77K approved by Board in August 2019; bypass pipeline on Cozzolino property may be proposed for Spring 2020 (variance reflects timing difference)
14-27	Grandview 2 Inch Replacement	In design		\$ 30,669	\$ 56,100	\$ (56,100)	n/a	Engineering design work approved by Board in July 2019; (originally planned for FY 18/19)
14-31	Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus	Completed		\$ 578,865	\$ 578,865	\$ (578,865)	100%	
14-32/19-03	Casa del Mar/Grand Blvd PRV Installation and Pipeline Replacement	In process	\$ 350,000	\$ 410,850	\$ 570,000	\$ (220,000)	0%	Project was awarded in May 2019; work to commence December 2019; Grand Blvd portion of the CIP was originally planned for FY 20/21
18-01	Pine Willow Oak Pipeline Replacement	In design		\$ 30,826	\$ 69,700	\$ (69,700)	n/a	Engineering design work approved by Board in July 2019; (project is in CIP for FY21/22)

Pump Stations / Tanks / Wells

08-16,11-05, 11-06,19-02,5113	Tank Projects	TBD	\$ 2,300,000	\$ 19,155	\$ 37,500	\$ 2,262,500	n/a	EKI is assisting Staff in developing a master tank plan for all of the District's tanks; we are currently waiting for completion of seismic and geotech analyses to finalized recommendations.
09-18	Pilarcitos Well field improvements	TBD	\$ 150,000		\$ -	\$ 150,000	0%	Moved to FY20/21 and FY21/22

Water Supply Development

12-12	Denniston/San Vicente Water Supply Development	ongoing	\$ 200,000	\$ 50,279	\$ 120,000	\$ 80,000	25%	Includes Balance Hydrologics ongoing monitoring; In October 2019, the Board approved continued monitoring for the 2020 Water Year
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COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2019/2020

12/31/2019

* Approved June 2018

Status	Approved* CIP Budget FY 19/20	Actual To Date FY 19/20	Projected Year-End FY 19/20	Variance vs. Budget	% Completed	Project Status/ Comments
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Water Treatment Plants

08-07	Nunes Filter Valve Replacement	open		\$ 140	\$ 70,000	\$ (70,000)	0%	\$500K originally included in FY18/19 plan; project scope has changed to include full filter rehabilitation; Staff is currently reviewing options for engineering design
13-05	Denniston WTP and Booster Pump Station Emergency Power	in process (\$213K + design approved)	\$ 400,000	\$ 33,869	\$ 450,000	\$ (50,000)	8%	In October 2019, the Board approved procurement of generators (\$213K); Projection includes installation. (Installation bids will be presented to Board in future months.)
18-11	Nunes Bulk Caustic Tank	delayed	\$ 40,000			\$ 40,000	0%	Moved to FY21/22
FY 19/20 TOTAL			\$ 4,870,000	\$ 2,736,526	\$ 5,354,826	\$ (484,826)		

FY2018/2019 CIP Projects in process - paid in FY 2019/2020

17-04	Denniston Dam Spillway	completed		11,010	11,010	\$ (11,010)	100%	
19-06	Crystal Springs Pump Control Valves	completed		29,273	\$ 29,273	\$ (29,273)	100%	Approved by Board in FY 2018/19
	Tanks - THM Control	TBD		\$ 20,891	\$ 60,000	\$ (60,000)	0%	Moved from FY18/19
PREVIOUS YEAR TOTAL				\$ 61,175	\$ 100,283	\$ (100,283)		

UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2019/2020

NN-00	Unscheduled CIP		\$ 100,000			\$ 100,000	0%	
20-01	Crystal Springs Pump 1 Replacement	In process		89,803	\$ 89,803	\$ (89,803)	100%	Emergency Replacement Notice to Board August, 2019
20-02	Crystal Springs - Spare Pump 1	In process		67,113	\$ 70,000	\$ (70,000)	0%	Approved by Board in August, 2019
20-07	District Office Repairs	In process		15,626	\$ 175,000	\$ (175,000)	0%	October 2019: Board approved \$110K for roof replacement and exterior repairs
20-08	Highway 1 - Pipeline replacement at crossings between Main and Spindrift - Predesign/study	in pre-design			\$ 46,000	\$ (46,000)	0%	October 2019: Board approved \$46K for predesign/study
20-03	Sevilla Ave - EG Service Replacement - Lowering of Services	Completed		\$ 56,681	\$ 56,681	\$ (56,681)	100%	Approved by Board in September, 2019 as emergency; required work due to County road repairs and repaving project
	Office Equipment (Replacement computers; Plotter/ Scanner)	Completed		\$ 35,087	\$ 35,087	\$ (35,087)	100%	Completed
	Denniston Raw Water Pump #1	Completed		\$ 29,736	\$ 29,736	\$ (29,736)	100%	
NEW CIP TOTAL			\$ 100,000	\$ 294,047	\$ 502,307	\$ (402,307)		

CIP GRANDTOTAL \$ 4,970,000 \$ 3,091,748 \$ 5,957,416 \$ (987,416)

COLOR KEY:

In process: Board has approved expenditure and work is in process	\$ 4,034,916
Open: Close to a commitment - pending Board approval or notice to proceed	\$ 625,000

Note - \$2,000,000 of CIP funding from FY 2018/19 is carried over to FY 2019/20 - in addition to the \$4,970,000 budget shown above

**Legal Cost Tracking Report
12 Months At-A-Glance**

**Acct. No.5681
Patrick Miyaki - HansonBridgett, LLP
Legal**

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Election (CVRA)	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
Dec-18	2,714									2,714
Jan-19	3,088			168	469					3,725
Feb-19	3,101				536					3,637
Mar-19	6,508			1,218						7,726
Apr-19	7,061				1,910					8,970
May-19	5,149			326						5,475
Jun-19	3,439			1,055	183					4,677
Jul-19	4,321			834		335				5,490
Aug-19	5,535			496						6,031
Sep-19	4,090					455				4,545
Oct-19	3,360				840		4,612			8,812
Nov-19	3,948						6,905		665	11,518
TOTAL	52,312	0	0	4,097	3,938	790	11,517	0	665	73,318

**Engineer Cost Tracking Report
12 Months At-A-Glance**

**Acct. No. 5682
JAMES TETER
Engineer**

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Dec-18	480	3,972	2,820	7,271	2,820
Jan-19	480	5,126		5,606	
Feb-19	480	2,475		2,955	
Mar-19	480			480	
Apr-19	490		338	828	338
May-19	480		338	818	338
Jun-19	480	1,014		1,494	
Jul-19	480	2,539	676	3,695	676
Aug-19	480	10,152	2,891	13,523	2,891
Sep-19	480	676	1,268	2,424	1,268
Oct-19	480	845	507	1,832	507
Nov-19	480	676		1,156	
TOTAL	5,770	27,475	8,837	42,083	8,837

Calcon T&M Projects Tracking

12/31/2019

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/19	Project Billings FY2019-20
Closed Projects:							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Calrifier SCADA Data	Closed	4/2/14	4/7/14	\$4,125.00	\$ 4,077.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	\$2,009.50	\$ -	
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	\$75,905.56	\$ 44,459.14	
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	\$37,953.00	\$ 27,980.71	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	\$1,370.00	\$ 1,372.00	
CAL-15-01	Main Street Monitors	Closed				\$ 6,779.42	
CAL-15-02	Denniston To Do List	Closed				\$ 2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			\$6,612.50	\$ 12,536.12	
CAL-15-04	Phase II Control System Upgrade	Closed	6/23/2015	8/11/2015	\$195,000.00	\$ 202,227.50	
CAL-15-05	Permanganate Water Flow	Closed				\$ 1,567.15	
CAL-16-04	Radio Network	Closed	12/9/2016	1/10/2017	\$126,246.11	\$ 139,200.68	
CAL-16-05	El Granada Tank No. 3 Recoating	Closed	12/16/2016		\$6,904.50	\$ 6,845.00	
CAL-17-03	Nunes Valve Control	Closed	6/29/2017	7/11/2017	\$73,281.80	\$ 79,034.35	
CAL-17-04	Denniston Booster Pump Station	Closed	7/27/2017	8/8/2017	\$21,643.75	\$ 29,760.00	
CAL-17-05	Crystal Springs Pump Station #3 Soft Start	Closed	7/27/2017	8/8/2017	\$12,213.53	\$ 12,178.13	
CAL-18-04	Tank Levels Calibration Special	Closed	3/5/2018	3/5/2018	\$8,388.75	\$ 10,700.00	
CAL-18-05	Pilarcitos Stream Flow Gauge -Well 1 120 Service Power	Closed	3/22/2018	3/22/2018	\$3,558.13	\$ 3,997.40	
CAL-17-06	Nunes Flocculartor & Rapid Mix VFD Panels	Closed	12/6/2017	12/12/2017	\$29,250.75	\$ 30,695.66	
CAL-17-01	Crystal Springs Leak Valve Control	Closed	2/8/2017	2/14/2017	\$8,701.29	\$ 18,055.88	
CAL-17-02	Crystal Springs Requirements & Addtl Controls	Closed	2/8/2017	2/14/2017	\$38,839.50	\$ 41,172.06	
CAL-18-02	Nunes Plant HMI V2	Closed	11/12/2018		\$10,913.14	\$ 9,434.90	
CAL-18-03	CSP Breakers & Handles		3/7/2018	3/7/2018	\$25,471.47	\$ 49,837.52	
CAL-18-06	Nunes VFD Project		9/6/2018	9/6/2018	\$2,381.51	\$ 895.50	
Closed Projects - Subtotal (pre FY2019-20)					\$813,797.96	\$908,306.88	
FY 2019-20 Open Projects:							
CAL-19-01	CSP Cla-Val Power Checks		2/4/2019	2/4/2019	\$15,067.91	\$ 17,852.94	\$ 6,830.00
CAL-19-02	CSP Wet Well		4/1/2019	4/1/2019	\$12,960.24	\$ 12,853.20	
CAL-19-03	Pilarcitos Flow Meter Project		4/1/2019	4/1/2019	\$14,493.75	\$ 16,241.84	\$ 1,375.00
CAL-19-04	CSP Main Breaker						
CAL-19-04	SCADA Systems		10/15/2019	10/15/2019	\$104,000.00		\$ 46,800.00
Open Projects - Subtotal					\$146,521.90	\$46,947.98	\$55,005.00
Other: Maintenance							
Tanks							
Crystal Springs Maintenance							\$ 655.52
Nunes Maintenance							\$ 18,471.74
Denniston Maintenance							\$ 32,257.75
Distribution System							\$ 11,060.24
Wells							\$ 7,050.16
TOTAL FY 2019/20							\$ 69,495.41

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

December 10, 2019

PUBLIC HEARING

**CONVERSION FROM AN AT-LARGE ELECTORAL SYSTEM FOR
ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS TO ONE
BASED ON FIVE (5) ZONES OR DISTRICTS PURSUANT TO THE
CALIFORNIA VOTING RIGHTS ACT**

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order 6:03 pm. Present at roll call: Directors Jim Larimer, Bob Feldman, Glenn Reynolds and Vice President Chris Mickelsen.

Also present: Mary Rogren, General Manager; Patrick Miyaki, Legal Counsel; Kim Manolius, Legal Counsel; and JoAnne Whelen, Administrative Assistant, Recording Secretary. Cathleen Brennan, Water Resource Analyst, and Gina Brazil, Office Manager, were present and seated in the audience. There were no members of the public in attendance.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **PRESENTATION REGARDING THE CALIFORNIA VOTING RIGHTS ACT, THE PROCESS OF CONVERSION FROM AN AT-LARGE TO ZONE OR DISTRICT BASED SYSTEM**

President Coverdell introduced the public hearing agenda item, the conversion from an at-large electoral system for election of members of the Board of Directors to one based on five (5) zones or districts pursuant to the California Voting Rights Act. He summarized the background, stating that on November 25, 2019, the Coastside County Water District resolved by action of its Board of Directors to change its electoral system for members of the Board of Directors from an at-large system to a system based on five (5) zones with voters electing a Board member from their zone. President Coverdell then stated that the District now seeks public input as to the composition of the District and how to best draw these new zones.

Mr. Miyaki then introduced Mr. Kimon Manolius, a partner with the Hanson Bridgett Law Firm, advising that Mr. Manolius has extensive experience with the California Voting Rights Acts. Mr. Miyaki reported that Mr. Douglas Johnson, President and Founder of National Demographics Corporation, (NDC) was unable to be in attendance due to a

scheduling conflict, but he had provided his presentation materials, which would be presented by Mr. Manolius.

Mr. Manolius began his presentation by briefly summarizing the background and referenced recently adopted Resolution 2019-06 that approved the intention to change from at-large to zone based elections for election of members of the Board of Directors commencing November 2020. He then reviewed and explained in detail many of the components of the Federal Voting Rights Act and the California Voting Rights Act. Mr. Manolius outlined the overall process, including the two initial hearings, the public hearings on the draft maps, the final hearing, as well as the tentative timetable for these events.

Proceeding with his presentation, Mr. Manolius reviewed the traditional redistricting principles, including communities of interest, compact, contiguous, visible (natural and man-made boundaries), respect voter's choices / continuity in office, and additionally, planned future growth, a 2021 consideration. Discussion ensued among the Board members on the various characteristics and types of communities of interest within the District.

President Coverdell thanked Mr. Manolius for his availability and presentation of the materials.

- 5) **ADJOURNMENT** - The public hearing was adjourned at 7:00 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

December 10, 2019

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 7:04 p.m. Present at roll call: Directors Bob Feldman, Jim Larimer, Glenn Reynolds, and Vice-President Chris Mickelsen.

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

- 2) **PUBLIC COMMENT** - There were no public comments.

4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending November 30, 2019:
Claims: \$1,146,778.30; Payroll: \$334,028.08 for a total of \$1,480,806.38
- B. Acceptance of Financial Reports
- C. Approval of Minutes of November 12, 2019 Special Board of Directors Meeting
- D. Approval of Minutes of November 12, 2019 Regular Board of Directors Meeting
- E. Approval of Minutes of November 25, 2019 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 - November 2019
- I. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- J. Monthly Rainfall Reports
- K. S.F.P.U.C. Hydrological Report for the month of October 2019
- L. Notice of Completion - Ferdinand Avenue Water Main Replacement Project

Director Feldman reported that he had reviewed the monthly financial claims and found all to be in order.

ON MOTION BY Director Reynolds and seconded by Director Larimer, the Board voted to approve the Consent Calendar in its entirety:

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no reports of meetings attended or Director comments.

6) GENERAL BUSINESS

A. Approval of Water Service Agreement for 415 and 417 Chesterfield Ave., Half Moon Bay

Ms. Rogren reviewed the background of this agenda item, noting that the agreement has been reviewed and approved by the District’s Legal Counsel.

ON MOTION BY Director Feldman and seconded by Director Reynolds, the Board voted by roll call vote to approve the Water Service Agreement between the Coastside County Water District and Jeffrey & April Murray and Marcos and Ester Hernandez for construction of a pipeline extension along Chesterfield Avenue in Half Moon Bay:

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

B. Agreement with Raftelis Financial Consultants, Inc. for FY 2021 and FY 2022 Financial Plan and Rate Update Study

Ms. Rogren reported that this item has recently been discussed with members of the District’s Finance Committee. She reminded the Board that in 2018, Raftelis Consultants prepared a Cost of Service Analysis and Rate Study in order to develop cost of service-based water rates which would meet the requirements of Proposition 218 and set the District’s rates for Fiscal Year 2019 and Fiscal Year 2020. Additionally, she advised that Raftelis will develop a long-range financial plan/model that will be utilized to develop the rates for Fiscal Year 2021 and 2022, as well as future years’ revenue needs. She outlined other services that Raftelis will perform, involving funding mechanisms, including pay-as-you-go and debt issuance, appropriate reserve targets, an updated rate study report and a workshop to be provided to the Board in approximately March of 2020. Ms. Rogren concluded discussion of this item by reporting the fiscal impact cost of \$38,201.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to authorize the General Manager to execute a professional services agreement with Raftelis Financial Consultants, Inc. to provide a Financial Plan and Rate Update Study for FY 2021 and FY 2022 at a time-and-materials cost not to exceed \$38,201:

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

C. Fiscal Year 2020-2021 and Fiscal Year 2021-2022 Budget Process Timeline

President Coverdell directed the Board’s attention to the current draft Budget Process Timeline. Ms. Rogren then briefly reviewed some of the key upcoming meeting dates and timeframes and advised that staff would be contacting the committee members regarding the scheduling of these important meetings and would continue to keep the Board updated with revisions and additions related to the budget process.

D. Professional Services Agreement for Biological Monitoring of the Stone Dam Pipeline Project

Mr. Derbin summarized the background of this project, emphasizing not only the importance, but the requirements of the on-site biological monitoring services currently being provided by Jim Steele. He reviewed the costs to date for these services of \$27,759. and the anticipated estimated costs of approximately \$49,500 to bring the Stone Dam Pipeline Project to completion, requesting that the Board authorize the General Manager to award a professional services agreement for this project biological monitoring work.

ON MOTION BY Director Larimer and seconded by Director Reynolds the Board voted by roll call vote to authorize the General Manager to award a professional services agreement for the Stone Dam Pipeline Project Biological Monitoring to Jim Steele for a not-to-exceed amount of \$49,500:

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

E. Resolution 2019-07 - 1) Adopting Proposed Residential Water Service Termination Policy and 2) Amending Section K of the General Regulations Regarding Water Service

Ms. Rogren provided the background of the Water Shutoff Protection Act (SB 998), signed into law in September of 2018 and summarized some of the updated policies which will be in effect by February 1, 2020. Ms. Rogren then reviewed the primary changes that the District must follow, and the financial impact in increased administrative costs related to the new noticing requirements and upfront costs.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to approve Resolution 2019-07 - 1) Adopting the Residential Water Service Termination Policy and 2) amending Section K of the General Regulations Regarding Water Service to be effective February 1, 2020:

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

F. Election of Coastside County Water District Board President and Vice-President

Nominations were opened by President Coverdell, with Director Larimer nominating Vice-President Mickelsen to serve as the District's 2020 Board President, which was seconded by President Coverdell. The nomination period was then closed.

Director Feldman then nominated Director Reynolds to serve as the District's Vice-President, which was seconded by Director Larimer. The nomination period was then closed.

ON MOTION BY Director Reynolds and seconded by President Coverdell, the Board voted to elect Vice-President Chris Mickelsen to serve as the 2020 CCWD Board President; and

ON MOTION BY Director Feldman and seconded by Director Larimer, the Board voted by roll call vote for the nominated candidate, Director Glenn Reynolds, to serve as the 2020 CCWD Board Vice-President:

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

7) MONTHLY INFORMATIONAL REPORTS

A. Superintendent of Operations

Mr. Derbin reviewed operations highlights for the month of November.

B. Water Resources Report

Ms. Brennan provided an update on the proposed regulations regarding urban water loss performance standards for urban water suppliers and summarized the comments submitted to the State Water Resources Control Board focused on six areas of concern. Additionally, Ms. Brennan provided an update on the District's current water conservation measures, advising that once the State has implemented new water conservation regulations, District staff will evaluate current water usage, potential new conservation programs, and compliance with new regulations.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no Director requests for future Board meeting agenda items.

President Coverdell then announced the closed session agenda item, and there was a brief break at 7:59 p.m. to clear the Board room. The Board convened into closed session at 8:06 p.m.

9) CLOSED SESSION

**A. Pursuant to California Government Code Section 54956.9(d)(2)
Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation - One Potential Case**

10) RECONVENE TO OPEN SESSION

The Board reconvened into open session at 8:29 p.m. with a report provided that "No action was taken in the Closed Session".

11) ADJOURNMENT

The Board meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

December 17, 2019

PUBLIC HEARING

**CONVERSION FROM AN AT-LARGE ELECTORAL SYSTEM
FOR ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS
TO ONE BASED ON FIVE (5) ZONES PURSUANT TO
THE CALIFORNIA VOTING RIGHTS ACT**

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order 6:01 pm. Present at roll call: Directors Jim Larimer, Bob Feldman, Glenn Reynolds and Vice President Chris Mickelsen.

Also present: Mary Rogren, General Manager; Kimon Manolius, Legal Counsel; and JoAnne Whelen, Administrative Assistant, Recording Secretary. Consultant, Shalice Tilton, Senior Consultant with National Demographics Corporation, was present. Cathleen Brennan, Water Resource Analyst, and Gina Brazil, Office Manager, were present and seated in the audience. There were two members of the public in attendance.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **PRESENTATION REGARDING THE CALIFORNIA VOTING RIGHTS ACT, THE PROCESS OF CONVERSION FROM AN AT-LARGE TO ZONE BASED SYSTEM**

Ms. Rogren introduced Ms. Shalice Tilton, Senior Consultant with National Demographics Corporation (NDC), and Mr. Kimon Manolius, Legal Counsel with Hanson Bridgett. Mr. Manolius proceeded with the presentation by stating that this meeting represents the second public hearing in the process of the conversion from an at-large to a zone-based election system. He also stated that the purpose of this meeting is to once again receive public input with regards to geography, population and communities of interest to assist the District in drawing the five zones and to participate in the Districting Overview presentation, provided this evening by Ms. Tilton.

Ms. Tilton began her presentation by apologizing for not being present at the initial public hearing and assured the Board that NDC staff had reviewed the video tape and are aware of the Board's interests, concerns, and requests, which would be addressed in her presentation.

Ms. Tilton proceeded with briefly reviewing some California Voting Rights Act facts, including some financial impacts and key settlements, and the governance impact, citing the numbers of school districts, cities, community college and special districts that have switched or are in the process of converting. Next Ms. Tilton reviewed the tentative districting process and timeline for the Coastside County Water District, with the final hearing scheduled for February 11, 2020. Next, she summarized the districting rules and goals, highlighting traditional redistricting principles and recapped some of the federal laws.

Ms. Tilton then referenced the demographic summary, based on the total population data from the 2010 census, prepared by NDC and explained the categories and population data and noted that each of the five zones must contain approximately 3,569 residents within each zone. Board discussion ensued concerning the demographic summary, with Ms. Tilton answering several questions from the Board members. Next, Ms. Tilton summarized the population density map, indicating the three distinct pockets of relatively dense population, with sparsely populated areas in between. She reported that during the public hearings, the public will be asked to participate by identifying neighborhoods and communities of interest and she defined some as school attendance areas, natural neighborhood dividing lines, areas around parks and landmarks, neighborhood activities or legislative/election concerns and shared demographic characteristics. Ms. Tilton also presented another factor to consider, with respect to a community interest being united in one zone or to be divided to have a voice within multiple elections.

Ms. Tilton referenced sample compact maps and some sample multiple-representative maps and reviewed some of the City of Half Moon Bay's key concerns when developing their maps, including some of the alternative maps that the City considered and she displayed the final map adopted by the City of Half Moon Bay. Ms. Tilton briefly referenced the maps prepared and the map eventually adopted by the Cabrillo Unified School District.

Following Ms. Tilton's presentation, President Coverdell opened the meeting to receive any public comments. There were no comments expressed from the public. The Board members then each expressed a few remarks about some of the potential map configurations that could be explored at the subsequent public hearings.

- 5) **ADJOURNMENT** - The public hearing was adjourned at 7:18 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

**WATER SERVICE CONNECTION TRANSFER REPORT
TRANSFERS APPROVED FOR THE MONTH OF DECEMBER 2019**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
047-152-040	Frederick Campbell	056-048-060	Christopher and Cynthia Combs	one -- 5/8"	December 26, 2019

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2020

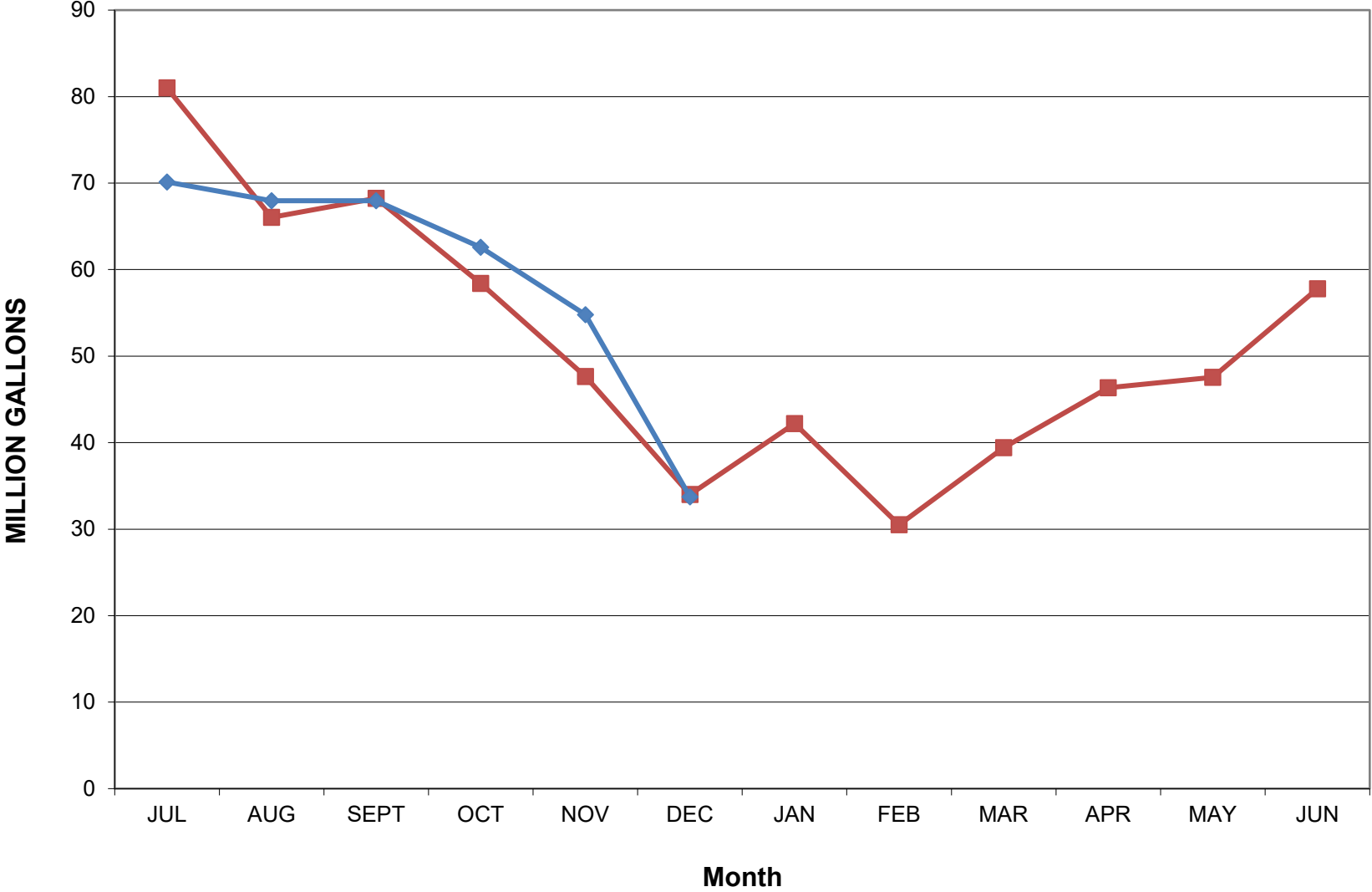
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.61	28.25	0.00	22.27	20.58	72.71	2.58	70.13
AUG	1.44	22.18	0.00	20.20	26.36	70.18	2.21	67.97
SEPT	1.43	19.67	0.00	19.19	30.98	71.27	3.32	67.95
OCT	0.27	5.45	0.00	9.91	48.70	64.33	1.74	62.59
NOV	0.17	19.16	8.61	0.00	29.39	57.33	2.56	54.77
DEC	0.02	18.87	13.91	0.00	4.10	36.90	3.16	33.74
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	4.94	113.58	22.52	71.57	160.11	372.72	15.57	357.16
% MONTHLY TOTAL	0.1%	51.1%	37.7%	0.0%	11.1%	100.0%	8.6%	91.4%
% ANNUAL TO DATE TOTAL	1.3%	30.5%	6.0%	19.2%	43.0%	100.0%	4.2%	95.8%

CCWD vs SFPUC- month 88.9% 11.1%
 CCWD vs SFPUC- annual 37.8% 62.2%

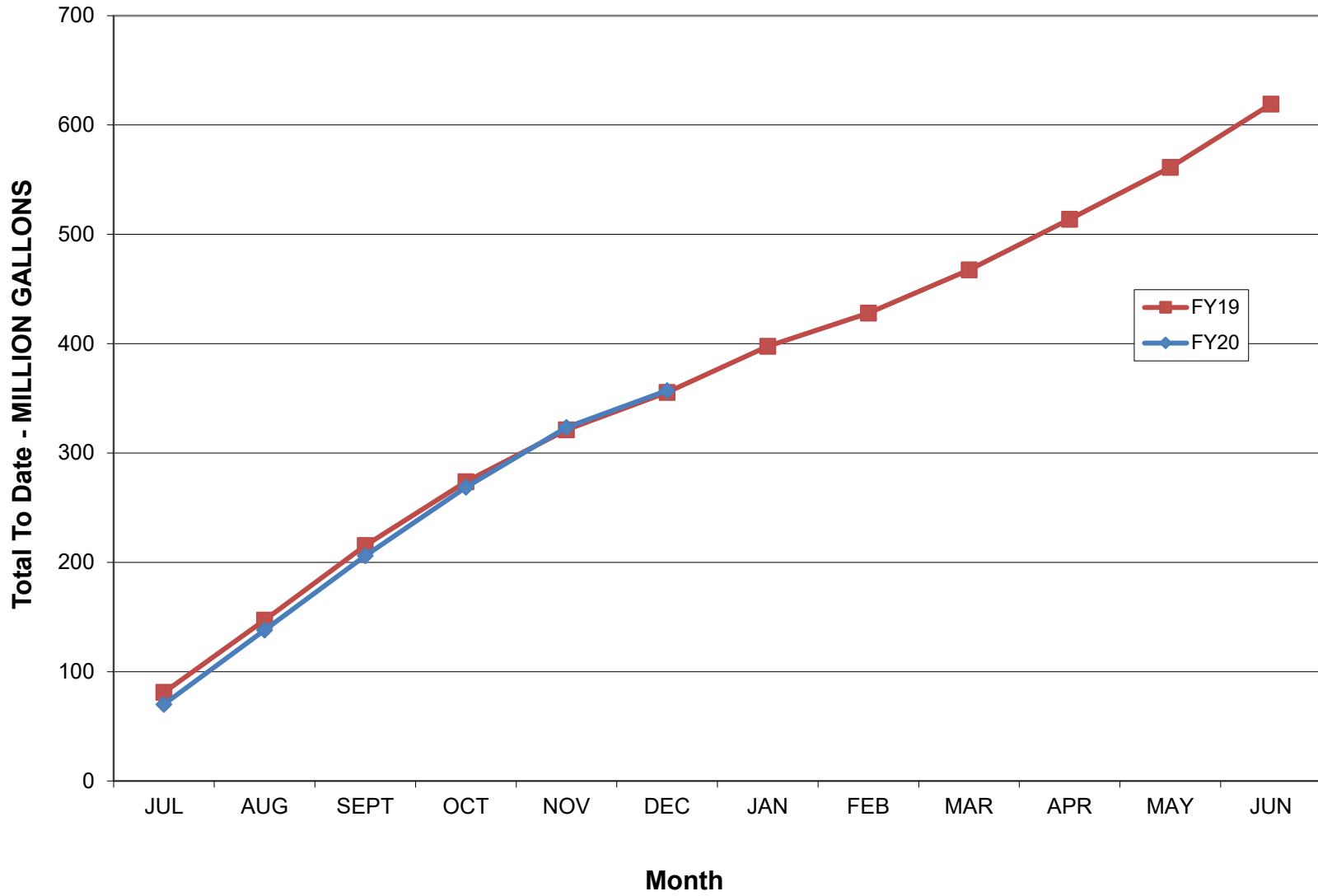
12 Month Running Treated Total **609.87**
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2019

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	2.36	13.98	0.00	37.74	30.90	84.98	3.98	81.00
AUG	0.62	3.36	0.00	27.20	36.80	67.98	1.94	66.04
SEPT	0.00	0.00	0.00	30.48	39.24	69.72	1.48	68.24
OCT	0.00	0.00	0.00	22.98	37.51	60.49	2.09	58.40
NOV	0.00	0.00	5.78	0.00	44.10	49.88	2.24	47.64
DEC	1.31	11.50	14.35	7.12	2.78	37.06	3.07	33.99
JAN	1.97	16.07	15.84	5.30	5.57	44.75	2.55	42.19
FEB	0.00	7.73	16.1	8.89	0.10	32.82	2.32	30.50
MAR	0.15	6.77	22.27	12.27	0.09	41.55	2.12	39.43
APR	0.14	33.31	0.00	14.02	2.83	50.30	3.95	46.36
MAY	0.00	32.51	0.00	13.26	5.35	51.12	3.58	47.54
JUN	1.31	35.61	0.00	19.50	5.77	62.19	4.41	57.78
TOTAL	7.86	160.84	74.34	198.76	211.04	652.83	33.73	619.10
% TOTAL	1.2%	24.6%	11.4%	30.4%	32.3%	100.0%	5.17%	94.8%

Monthly Production FY 19 vs FY 20



Cumulative Production FY19 vs FY20



CCWD Monthly Leak Report - December 2019

	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss MG
1	12/25/2019	12/25/19	451 Burning Tree Rd	Main	8" Cast Iron	0.010
2						
3						
4						
5						
6						
7						
8						
Total						0.010

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.049
Reservoir Cleaning	0.000
Automatic Blowoffs	0.044
Dewatering Operations	0.000
Other	0.000
PLANNED DISCHARGES	
GRAND TOTAL (MG)	
0.093	

Coastside County Water District
 766 Main Street
 July 2019 - June 2020

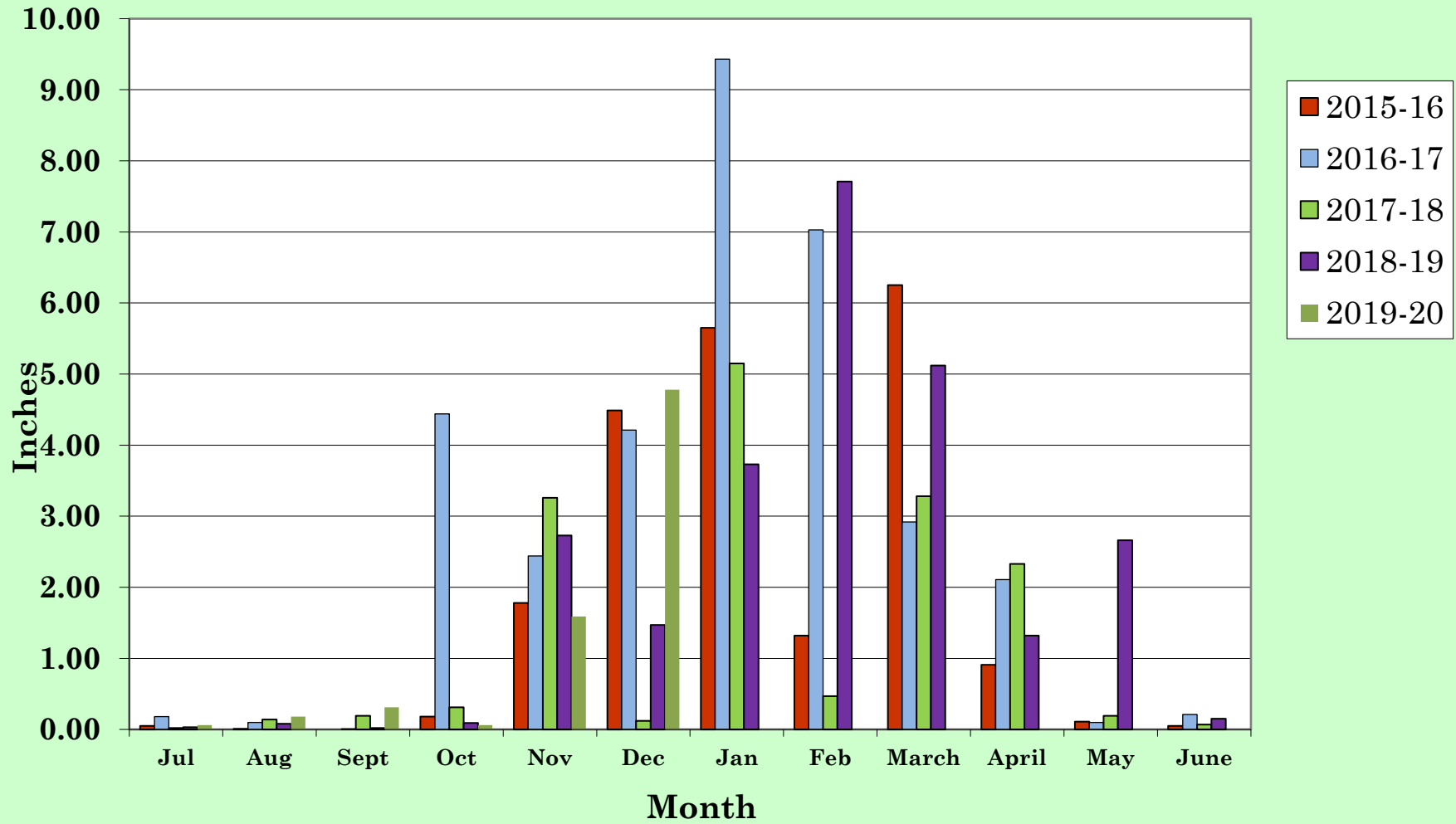
District Office
 Rainfall in Inches

	2019						2020					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0.04	0	0	0	0.13						
2	0	0.06	0	0	0	0.11						
3	0	0.03	0	0.01	0	0						
4	0	0.01	0	0	0	0.35						
5	0	0.01	0	0	0	0.01						
6	0	0	0	0	0	0.6						
7	0	0	0	0	0	0.37						
8	0	0	0	0	0	0.11						
9	0.01	0	0	0	0	0.06						
10	0	0	0	0	0	0.11						
11	0	0	0	0	0	0.25						
12	0.03	0	0	0	0.01	0.08						
13	0.01	0	0	0	0	0.12						
14	0	0	0	0	0.05	0.06						
15	0	0	0	0	0	0						
16	0	0.01	0	0.03	0	0.01						
17	0	0	0	0	0	0.03						
18	0	0	0	0.01	0	0.92						
19	0	0	0.19	0.01	0.01	0.04						
20	0	0	0.01	0	0	0						
21	0	0	0.08	0	0	0.01						
22	0	0.02	0.01	0	0	0.92						
23	0	0	0.01	0	0	0.01						
24	0	0	0	0	0	0.19						
25	0	0	0	0	0	0.02						
26	0	0	0	0	0.95	0						
27	0.01	0	0.01	0	0.44	0						
28	0	0	0	0	0.01	0.01						
29	0	0	0	0	0.05	0.26						
30	0	0	0	0	0.07	0						
31	0	0		0		0						
Mon.Total	0.06	0.18	0.31	0.06	1.59	4.78						
Year Total	0.06	0.24	0.55	0.61	2.20	6.98						

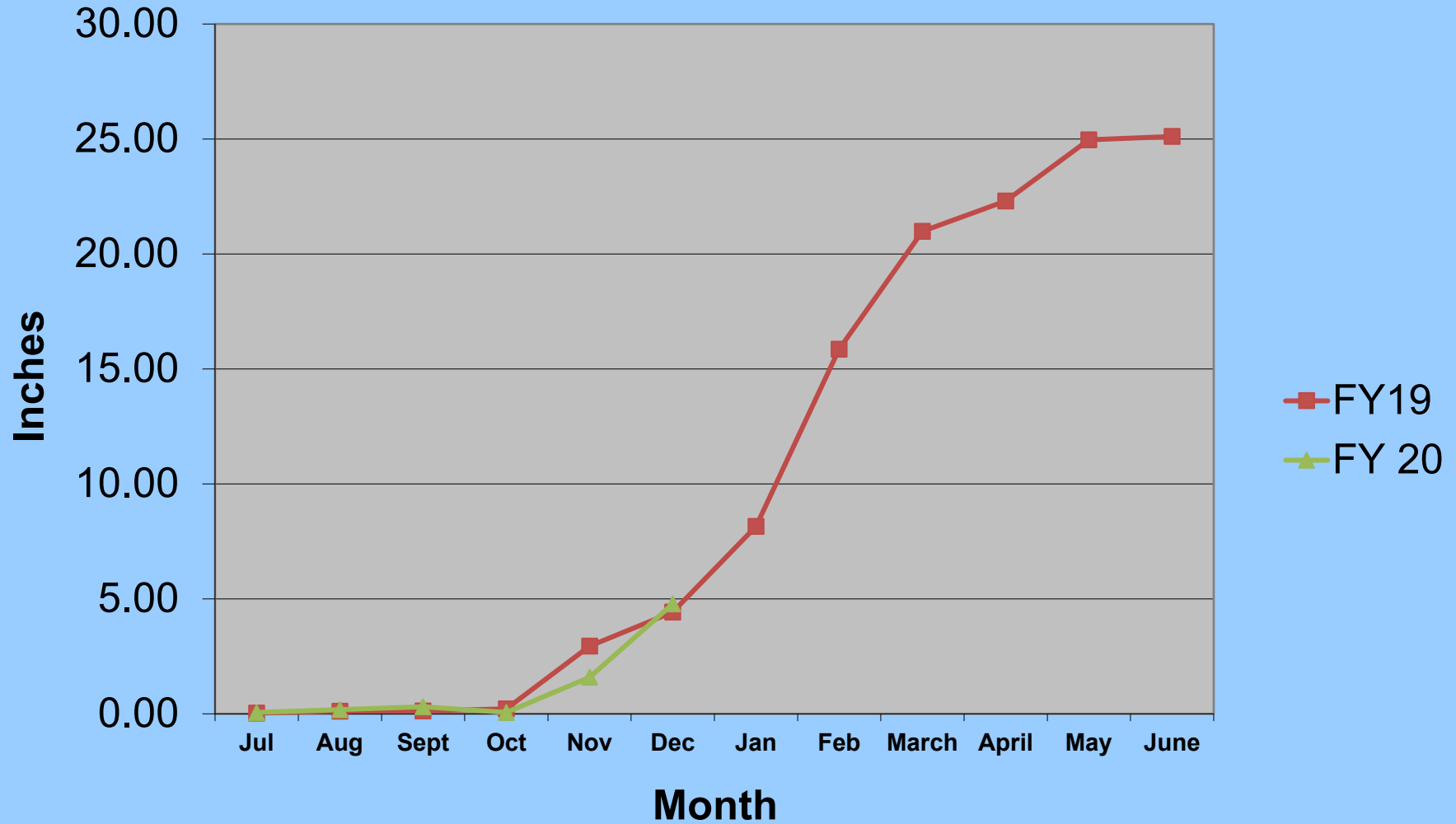
Coastside County Water District

Rainfall by Month

Fiscal Years 15 - 20

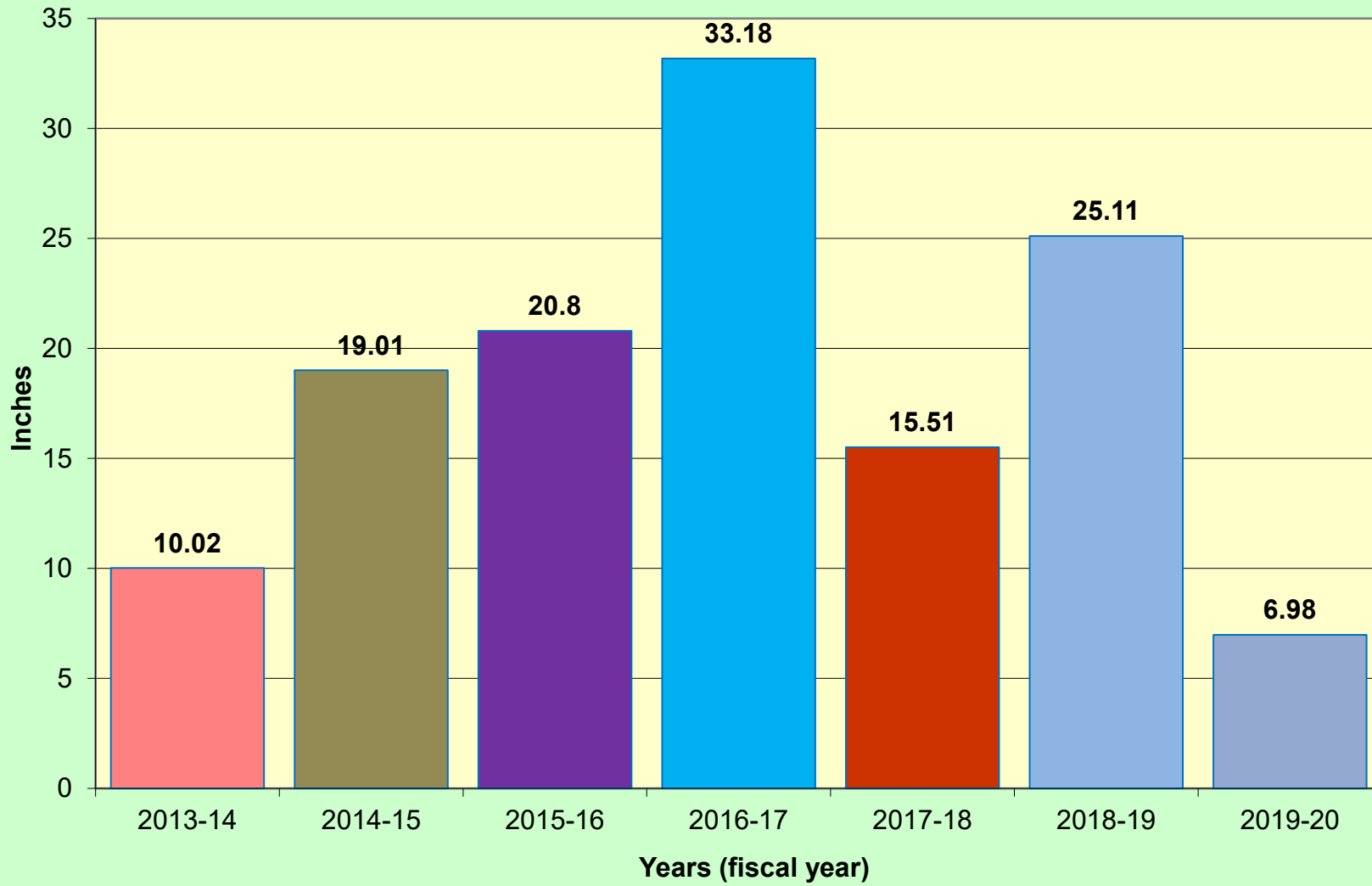


Rainfall Total Comparison Fiscal Years 19-20



Rain Totals

Fiscal Years 13 - 20



San Francisco Public Utilities Commission

Hydrological Conditions Report

November 2019

J. Chester, C. Graham, N. Waelty, December 9, 2019



Rancheria Creek as it enters Hetch Hetchy Reservoir. Rancheria Creek is the third largest direct tributary to Hetch Hetchy Reservoir; behind the Tuolumne River and Falls Creek.

System Storage

Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of December 1, 2019							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	265,896		340,830		74,934		78%
Cherry Reservoir ²	215,255		268,810		53,555		80%
Lake Eleanor ³	16,554		21,495		4,941		77%
Water Bank	569,875		570,000		125		100%
Tuolumne Storage	1,067,580		1,201,135		133,555		89%
Local Bay Area Storage							
Calaveras Reservoir	60,592	19,744	96,824	31,550	36,231	11,806	63%
San Antonio Reservoir	47,252	15,397	50,496	16,454	3,244	1,057	94%
Crystal Springs Reservoir	49,785	16,223	58,377	19,022	8,591	2,799	85%
San Andreas Reservoir	17,061	5,559	18,996	6,190	1,936	631	90%
Pilarcitos Reservoir	2,450	798	2,995	976	545	177	82%
Total Local Storage	177,141	57,721	227,688	74,192	50,557	16,471	78%
Total System	1,244,721		1,428,823		184,112		87%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards out.

³ Maximum Lake Eleanor storage with flash-boards out.

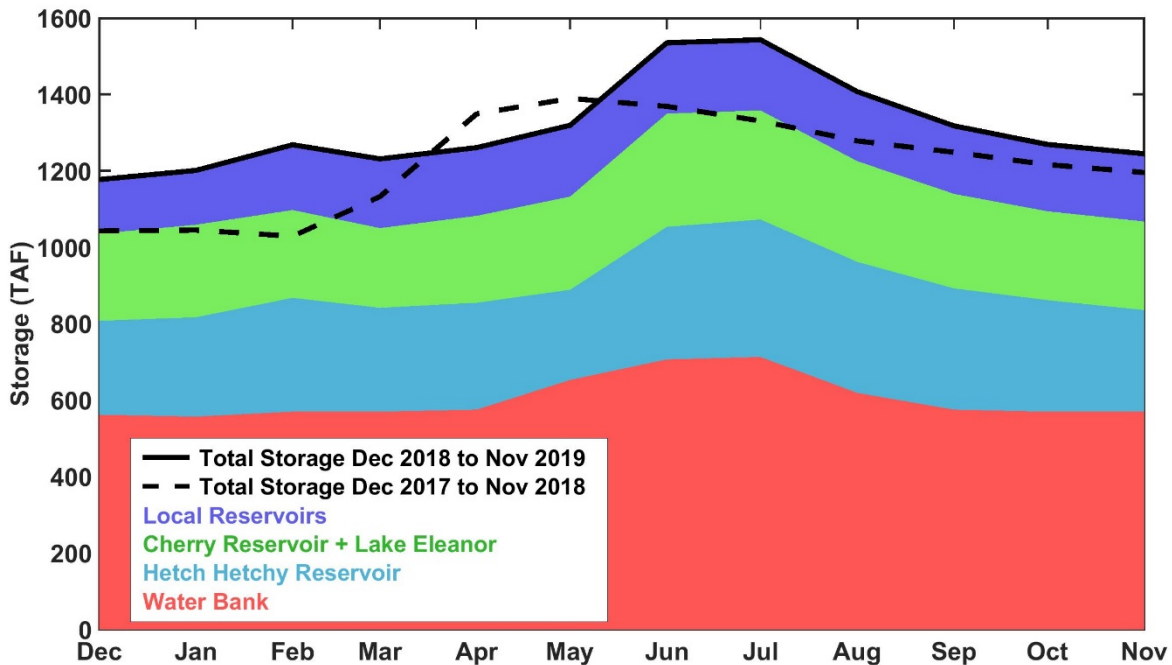


Figure 1: Monthly system storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The November six-station precipitation index was 3.05 inches, or 73% of the average index for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

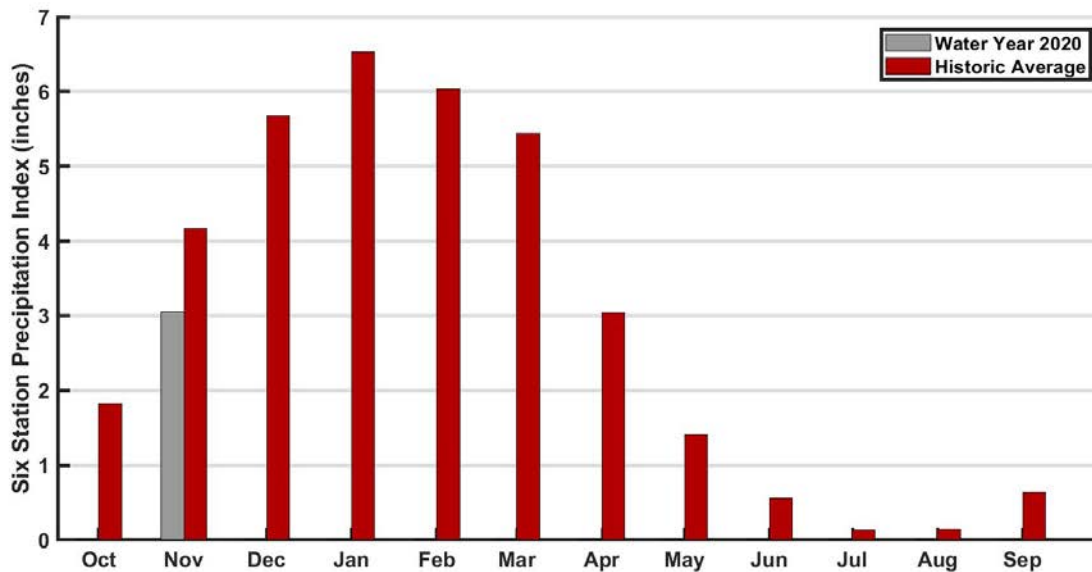


Figure 2: Monthly distribution of the six-station precipitation index as compared to the annual average precipitation for November 2019. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of December 1st, the six-station precipitation index for Water Year 2020 were 3.05 inches, which is 9% of the average annual water year total. Hetch Hetchy Weather Station received 2.73 inches of precipitation in November, for a total of 2.73 inches for Water Year 2020. The cumulative Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

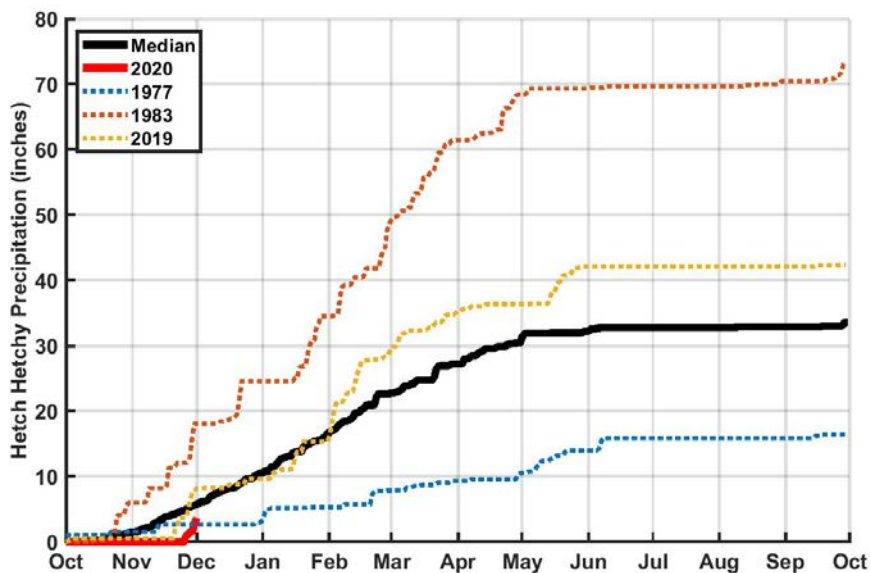


Figure 3: Water Year 2020 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with WY 2020 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for November 2019 is summarized below in Table 2.

Table 2 Calculated Reservoir Inflows and Water Available to City								
* All flows are in acre-feet	November 2019				October 1, 2019 through November 30, 2019			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	1,761	6,038	13,528	13%	2,616	10,442	19,966	13%
Inflow to Cherry Reservoir and Lake Eleanor	336	7,413	15,616	2%	336	11,983	21,190	1%
Tuolumne River at La Grange	13,303	20,372	44,836	30%	38,176	39,873	62,508	61%
Water Available to City	0	0	12,751	0%	0	0	15,303	0%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

Water delivery via the Hetch Hetchy Aqueduct averaged 240 MGD for the month of November.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 27,699 acre-feet. Total precipitation in Calendar Year 2019 results in a Water Year Type A (normal to wet conditions) for Hetch Hetchy Reservoir, which will be maintained through the rest of the year. Hetch Hetchy Reservoir minimum instream release requirements for November were 60 cfs. Instream release requirements for December are 50 cfs.

Cherry Reservoir valve releases totaled 367 acre-feet for the month and were used to maintain seasonal target elevations. There was no Holm Powerhouse production or water transferred from Lake Eleanor to Cherry Reservoir via the Cherry / Eleanor Diversion in November. The required minimum instream release from Cherry Reservoir was 5 cfs for November and remains 5 cfs for December.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for November was 41 MGD. The Sunol Valley Water Treatment Plant was in standby for the month with no production.

Local System Water Delivery

The average November delivery rate was 201 MGD which is a 10% decrease below the October delivery rate of 224 MGD.

Local Precipitation

An end of month weather system ushered in the rainy season. The rainfall summary for November 2019 is presented in Table 3.

Weather Station Location	November		Water Year 2020	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	2.18	50 %	2.23	34 %
Lower Crystal Springs Reservoir	1.45	46 %	1.45	32 %
Calaveras Reservoir	1.32	51 %	1.33	36 %

Snowmelt and Water Supply

Based on the snow pillows, December 1st snowpack is currently 17% of the annual April 1st peak snowpack (Figure 4).

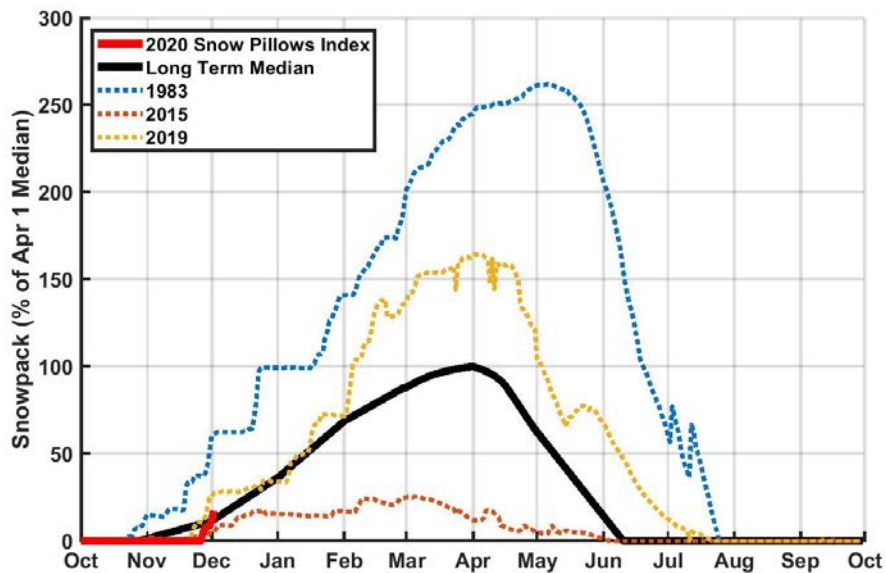


Figure 4: Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin.

Upcountry Water Supply

Total system storage is at 89% full as reservoirs have been managed to maximize storage for the fall season and the beginning of Water Year 2020. As of December 1st, no water has been available to the City (Figure 5).

Hetch Hetchy Reservoir is drafting via SJPL deliveries and instream releases. Cherry Reservoir reached its winter storage target of 215,000 acre-feet at the end of October. Holm Powerhouse generation stopped for the month of November and restarted in early December when inflows exceeded required minimum instream releases. Lake Eleanor is drafting with instream releases. Water Bank is full and projected to remain full as the winter season begins.

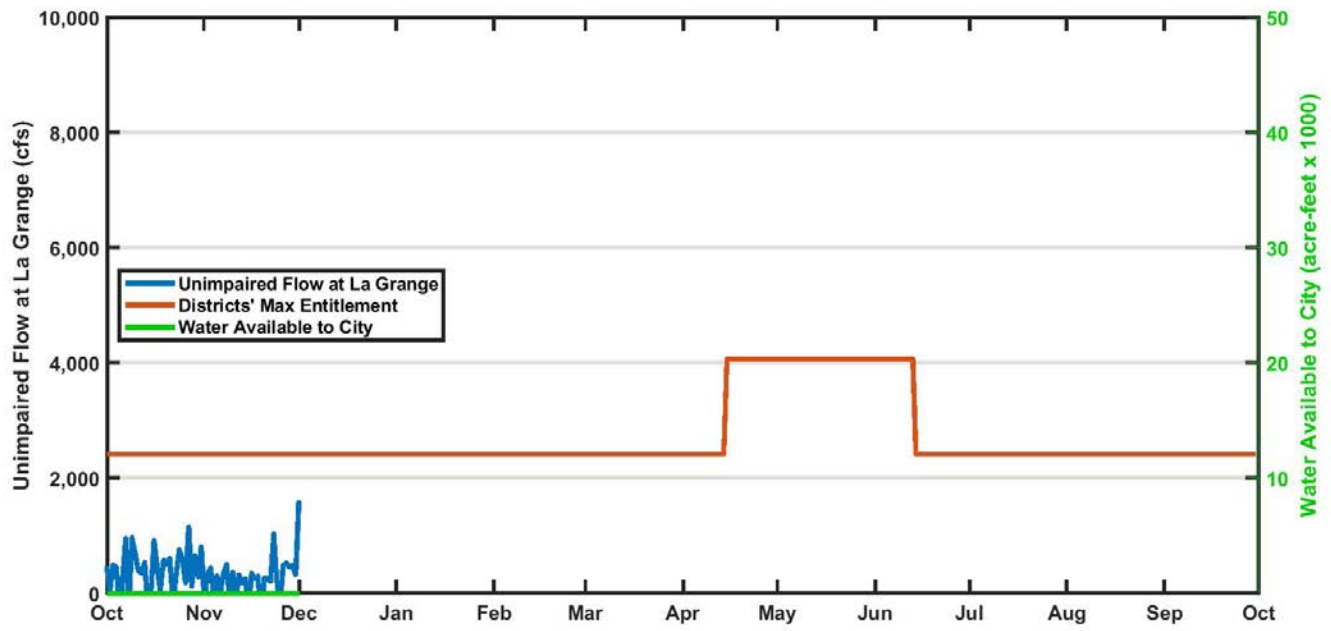


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. To date there has been 0 acre-feet available to the City in Water Year 2020.

San Francisco Public Utilities Commission

Hydrological Conditions Report

December 2019

J. Chester, C. Graham, N. Waelty, January 6, 2020



Priest Reservoir as seen from the dam. Priest is a regulating reservoir for Kirkwood Powerhouse and Moccasin Powerhouse. Storage capacity is approximately 2000 acre-feet.

System Storage

Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of January 1, 2020							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	254,698		340,830		86,132		75%
Cherry Reservoir ²	221,046		268,810		47,764		82%
Lake Eleanor ³	21,495		21,495		0		100%
Water Bank	557,445		570,000		12,555		98%
Tuolumne Storage	1,054,684		1,201,135		146,451		88%
Local Bay Area Storage							
Calaveras Reservoir	61,722	20,112	96,824	31,550	35,102	11,438	64%
San Antonio Reservoir	45,869	14,947	50,496	16,454	4,626	1,508	91%
Crystal Springs Reservoir	53,634	17,477	58,377	19,022	4,742	1,545	92%
San Andreas Reservoir	16,734	5,453	18,996	6,190	2,263	737	88%
Pilarcitos Reservoir	2,534	826	2,995	976	460	150	85%
Total Local Storage	180,493	58,814	227,688	74,192	47,193	15,378	79%
Total System	1,235,177		1,428,823		193,644		86%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards out.

³ Maximum Lake Eleanor storage with flash-boards out.

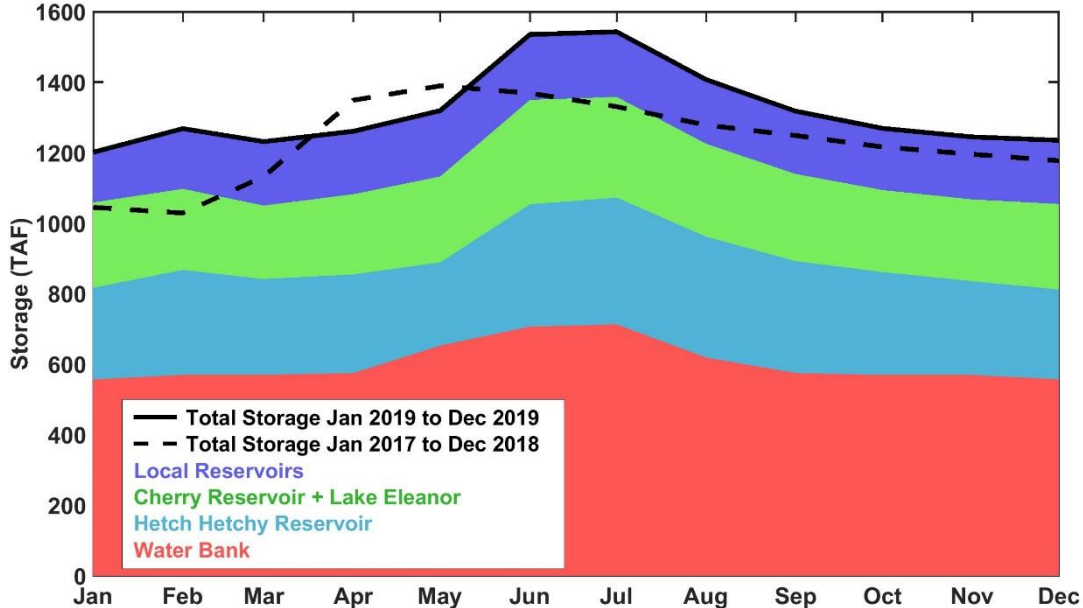


Figure 1: Monthly system storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The December six-station precipitation index was 6.27 inches, or 110% of the average index for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

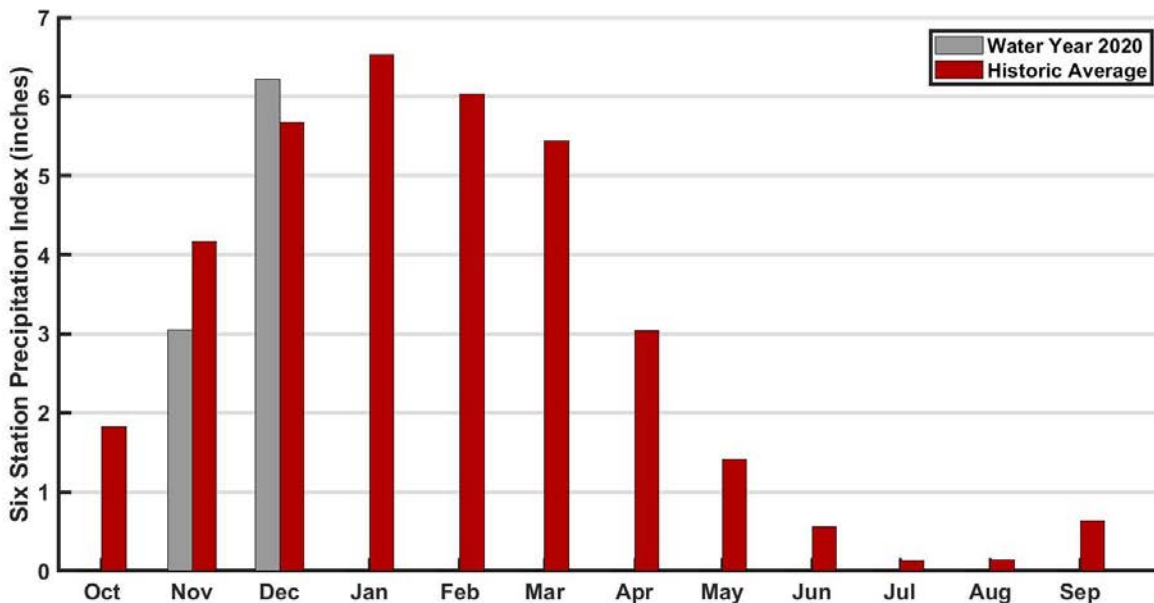


Figure 2: Monthly distribution of the six-station precipitation index as compared to the annual average precipitation for December 2019. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of January 1st, the six-station precipitation index for Water Year 2020 was 9.32 inches, which is 26% of the average annual water year total. The weather station at Hetch Hetchy received 4.75 inches of precipitation in December, for a total of 7.48 inches for Water Year 2020. The cumulative Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

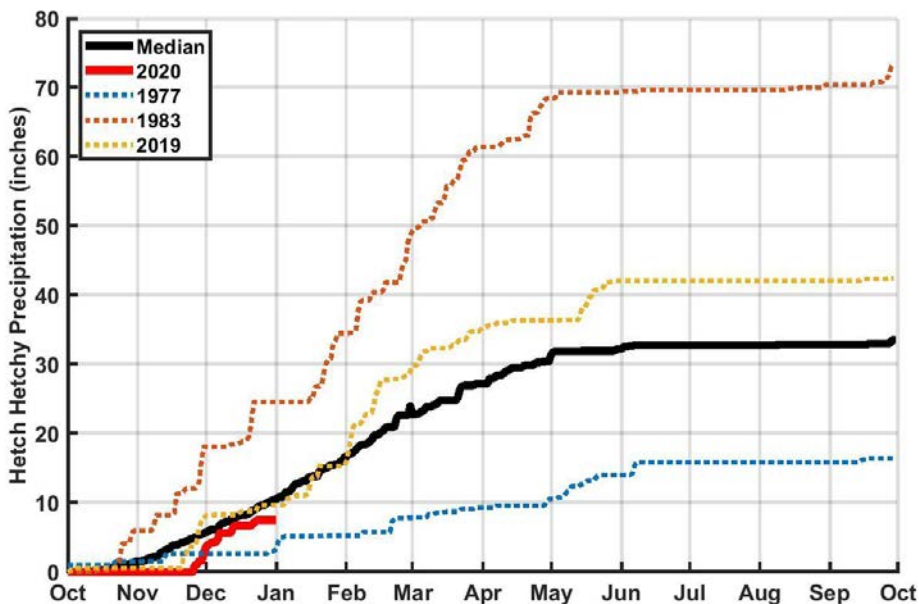


Figure 3: Water Year 2020 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2020 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for December 2019 and the year to date is summarized below in Table 2.

Table 2 Calculated Reservoir Inflows and Water Available to City								
* All flows are in acre-feet	December, 2019				October 1, 2019 through January 1, 2020			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	9,009	11,810	20,869	43%	11,625	28,667	40,835	28%
Inflow to Cherry Reservoir and Lake Eleanor	15,884	13,949	23,803	67%	13,429	31,552	45,136	30%
Tuolumne River at La Grange	71,462	48,032	87,941	81%	109,638	95,724	150,449	73%
Water Available to City	8,000	1,165	37,201	22%	8,000	5,372	52,504	15%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

Water delivery via the Hetch Hetchy Aqueduct averaged 164 MGD for the month of December.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 20,198 acre-feet. Total precipitation in Water Year 2019 results in a Water Year Type A (normal to wet conditions) for Hetch Hetchy Reservoir, which was maintained through the end of December 2019. Hetch Hetchy Reservoir minimum instream release requirements for December were 50 cfs. Total precipitation thus far for Water Year 2020 has resulted in a Water Year Type B for Hetch Hetchy Reservoir. Instream release requirements for January 2020 are 40 cfs.

Cherry Reservoir valve and power draft releases totaled 4,719 acre-feet for the month and were used to maintain seasonal target elevations. 1,339 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir via the Cherry / Eleanor Diversion. The required minimum instream release from Cherry Reservoir and Lake Eleanor were 5 cfs for December and remain 5 cfs for January 2020.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for December was 30 MGD. The Sunol Valley Water Treatment Plant average production rate for the month was 15 MGD.

Local System Water Delivery

The average December delivery rate was 157 MGD which is a 22% decrease below the November delivery rate of 201 MGD.

Local Precipitation

Near average precipitation was recorded at reservoir rain gauges in December. The rainfall summary for December 2019 is presented in Table 3.

Weather Station Location	December		Water Year 2020	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	7.95	105 %	10.18	70 %
Lower Crystal Springs Reservoir	4.64	89 %	6.09	62 %
Calaveras Reservoir	3.57	93 %	4.90	65 %

Snowpack, Water Supply and Planned Water Supply Management

Based on snow water content measured at Tuolumne Basin snow pillows, January 1st snowpack was 34% of the median April 1st peak snowpack (Figure 4). The snowpack is roughly what is expected for this time of year. Dry forecasts for the coming two weeks will result in below average snowpack for mid-January. Longer term forecasts call for additional weather in the latter half of January.

Total system storage is 86% full as reservoirs have been managed through the fall to maximize storage. As of January 1st, 8000 acre-feet of water has been available to the City (Figure 5). The Hetch Hetchy Regional Aqueduct entered a planned, 30 day shutdown on January 6th, with a return to service scheduled for February 5th. Throughout January, Hetch Hetchy Reservoir storage is expected to gradually increase, as inflows are currently exceeding the required stream releases. Cherry Reservoir will be maintained at the current storage throughout January as scheduled generation will balance inflows. Lake Eleanor is currently spilling 15 cfs. Once spill at Lake Eleanor exceeds 50 cfs, HHWP will turn on the Cherry / Eleanor Pumps, and transfer water to Cherry Reservoir for power generation. Water Bank balance is near full and gradually declining as water is stored in Hetch Hetchy Reservoir.

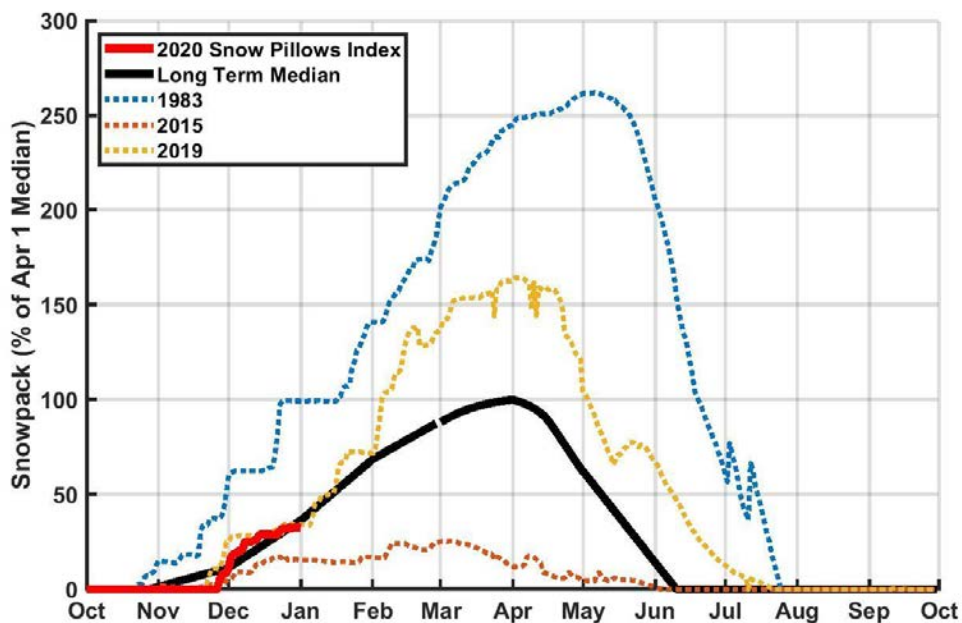


Figure 4: Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin.

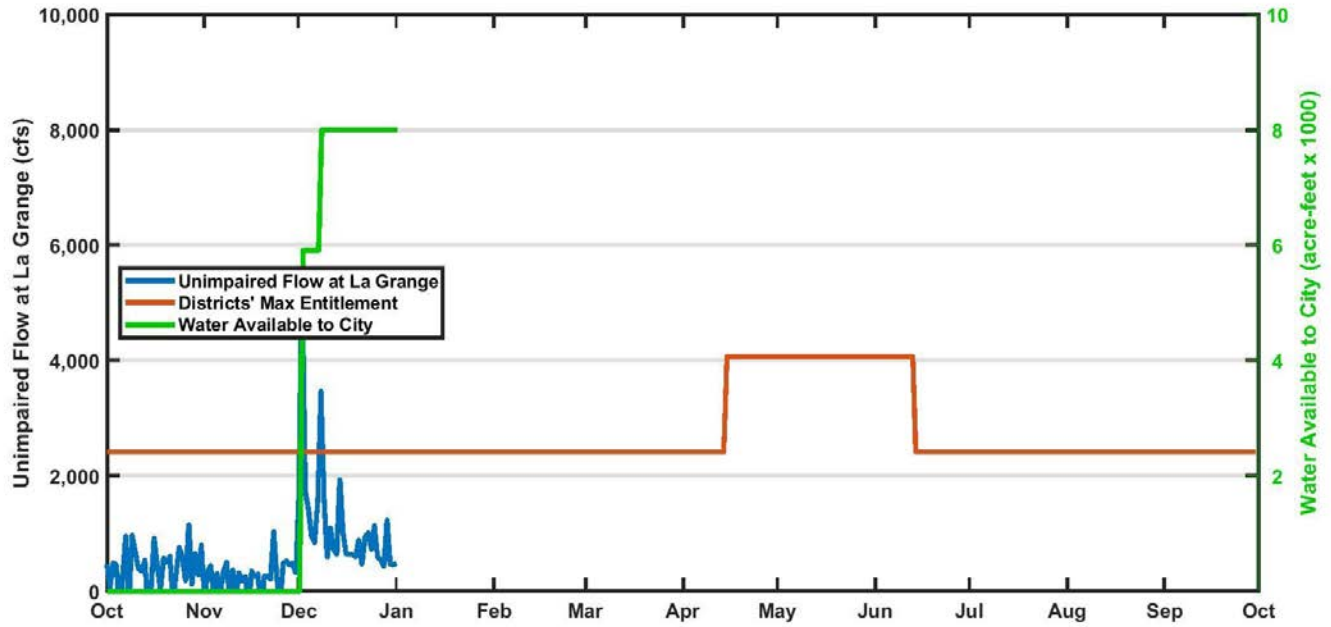


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. To date there has been 8,000 acre-feet available to the City in Water Year 2020.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: January 14, 2020

Date: January 8, 2020

Subject: Notice of Completion - Bell Moon Pipeline Replacement Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Bell Moon Pipeline Replacement Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Andreini Bros, Inc. on February 13, 2019 for the Bell Moon Pipeline Replacement Project.

The work consisted of constructing 785 feet of 8 inch ductile iron pipeline; 145 feet of 6 inch and 4 inch ductile iron pipeline; 2 fire hydrants; replacement of 2 customer water service connections; piping reconnections of 1 fire hydrant, 3 detector check assemblies, and 2 customer water service connections; and asphalt concrete repaving. The site of the work was within the City of Half Moon Bay, California. All work was completed within privately owned property.

Work was completed on December 6, 2019. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA 94019

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: Fee Title

2. The full name and address of the undersigned is:

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019

3. On January 14, 2020 there was completed upon the hereinafter described real property a work of improvement as a whole named Bell Moon Pipeline Replacement Project. The work consisted of constructing 785 feet of 8 inch ductile iron pipeline; 145 feet of 6 inch and 4 inch ductile iron pipeline; 2 fire hydrants; replacement of 2 customer water service connections; piping reconnections of 1 fire hydrant, 3 detector check assemblies, and 2 customer water service connections; and asphalt concrete repaving.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros., Inc., 151 Main Street, Half Moon Bay, CA 94019

5. The real property herein referred to is situated in the City of Half Moon Bay, County of San Mateo, State of California, and described as follows:

The site of the work was in the City of Half Moon Bay, San Mateo County. All work was completed within privately owned property.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY: _____
Mary Rogren, Secretary

VERIFICATION

I, Mary Rogren, declare that I am the Secretary of the Coastside County Water District and am authorized to make this verification for that reason. I have read said Notice of Completion and know the contents thereof to be true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on January 14, 2020, at Half Moon Bay, California
(Date) (Place where signed)

By: _____
Mary Rogren
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: January 14, 2020

Report

Date: January 10, 2020

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2018-2019

Recommendation:

Authorize staff to write off bad debts for fiscal year 2018-2019 (July 1, 2018 to June 30, 2019) in the total amount of \$8,229.

Background:

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts have not been collected throughout the fiscal year. The total for Fiscal Year 2018-2019 is \$ 8,229 (or 0.1% of Water Revenue) as detailed in the attached table.

The majority of the bad debts are customers who have discontinued service with the District without rendering payment of their final closing bills. Staff efforts to locate the customers and collect payment of these accounts have been exhausted.

The following represents the bad debt amounts written off over the past five (5) fiscal years:

Fiscal Year 2017-2018: \$13,394

Fiscal Year 2016-2017: \$10,403

Fiscal Year 2015-2016: \$ 4,480

Fiscal Year 2014-2015: \$ 7,428

Fiscal Year 2013-2014: \$ 4,618

Fiscal Impact:

Charge to expense of \$8,229.

COASTSIDE COUNTY WATER DISTRICT
Bad Debt Write-Offs for Fiscal Year 2018-2019

Name		Amount Due
GAY DOTSON STRANGE	\$	2,082.70
CHARLES BUTTON	\$	1,836.97
JOYCEE M KELLY	\$	818.14
SONIA KOLTZOFF	\$	321.50
JOSEPH BEARE	\$	307.34
GUIDO CORDOVA	\$	295.98
GABRIEL HANEY	\$	291.93
GABRIEL HANEY	\$	18.32
MICHAEL CAINE	\$	253.74
JACQUELINE VIDRIO	\$	216.83
TRAVIS BAUTISTA	\$	205.47
BRANDON READ	\$	204.41
ESTATE OF NANCY PINDER	\$	202.99
SUSAN DRAKE	\$	192.92
MEGAN WEAVER	\$	169.31
SHAYNA BRIGHT	\$	127.65
ERIC COLEMEN	\$	109.35
PHYLLIS SMITH	\$	105.43
CAROLE GAULER	\$	101.11
CAROLE GAULER	\$	44.91
ELLEN SANDERS	\$	94.37
JASON MILLING	\$	91.99
RACHEL GAGLIANO	\$	76.71
ELLEN GARRETT	\$	59.00
TOTAL	<u>\$</u>	<u>8,229.07</u>

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: January 14, 2020

Report

Date: January 10, 2020

Subject: Coastside County Water District Basic Financial Statements and Independent Auditor's Report for the Fiscal Year Ended June 30, 2019

Recommendation:

Accept the Coastside County Water District Basic Financial Statements and Independent Auditor's Report for Fiscal Year Ended June 30, 2019.

Background:

Fedak & Brown LLP, the District's Independent Auditor, has completed work on the Basic Financial Statements for the Year Ended June 30, 2019. The Auditor's letter attests that the financial statements fairly represent the financial position of the District. No exceptions or concerns were noted.

Mr. Jeff Palmer will be at the January Board meeting to discuss the Financial Statements and to answer the Board's questions.

Attachments:

- A. Coastside County Water District – Annual Financial Report for the Fiscal Years ended June 30, 2019 and 2018
- B. Independent Auditor's Report on Internal Controls and Compliance
- C. Management Report for Year ended June 30, 2019

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Coastside County Water District

Annual Financial Report

For the Fiscal Years Ended June 30, 2019 and 2018





Mission Statement

The mission of Coastside County Water District is to provide our customers with high quality water and service at the lowest possible price, in accordance with the following values:

- *Reliability and sustainability of system facilities*
- *Timeliness of District policies, procedures, actions and decisions*
- *50-year outlook when replacing infrastructure*
- *Legality of all District actions and behaviors*
- *Culture of openness, fairness and inclusiveness*

**Coastside County Water District
Board of Directors as of June 30, 2019**

<u>Name</u>	<u>Title</u>	<u>Elected/ Appointed</u>	<u>Current Term</u>
Robert Feldman	President	Appointed	11/18-11/22
Ken Coverdell	Vice-President	Elected	11/16-11/20
James Larimar	Director	Elected	3/19-11/20
Chris Mickelsen	Director	Elected	11/18-11/22
Glenn Reynolds	Director	Elected	11/16-11/20

**Coastside County Water District
David Dickson, General Manager
766 Main Street
Half Moon Bay, California 94019
(650) 726-4405 – www.coastsidewater.org**

Coastside County Water District

Annual Financial Report

For the Fiscal Years Ended June 30, 2019 and 2018

Final Draft Subject to Board Approval

**Coastside County Water District
Annual Financial Report
For the Fiscal Years Ended June 30, 2019 and 2018**

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Financial Section

Final Draft Subject to Board Approval

Final Draft Subject to Board Approval

Independent Auditor's Report

Board of Directors
Coastside County Water District
Half Moon Bay, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Coastside County Water District (District) for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State Controller's minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District, as of June 30, 2019 and 2018, and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Independent Auditor's Report, continued

Emphasis of Matter

As part of our audit of the June 30, 2018, financial statements, we audited the adjustments described in note 11. An adjustment was recognized for the District's total other post-employment benefits liability; and has reclassified its employer pension contributions from expense to deferred outflows of resources and recorded a prior period adjustment to restate net position as of July 1, 2017.

In June 30, 2018, the District adopted new accounting guidance *Governmental Accounting Standards Board Statement Nos. 75 and 74*. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 7 and the required supplementary information on pages 42 through 44 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 14, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance. This report can be found on pages 45 and 46.

Fedak & Brown LLP

Cypress, California

January 14, 2020

Coastside County Water District
Management's Discussion and Analysis, continued
For the Fiscal Years Ended June 30, 2019 and 2018

The following Management's Discussion and Analysis (MD&A) of activities and financial performance of the Coastside County Water District (District) provides an introduction to the financial statements of the District for the fiscal years ended June 30, 2019 and 2018. We encourage readers to consider the information presented here in conjunction with the basic financial statements and related notes, which follow this section.

Financial Highlights

- In fiscal year 2019, the District's net position increased 5.78% or \$2,349,486 to \$43,027,900 as a result from ongoing operations. In fiscal year 2018, the District's net position increased 2.79% or \$1,102,597 to \$40,678,414 due to an increase of \$2,500,469 from ongoing operations, which was offset by a \$1,397,872 restatement to net position related to the implementation of GASB 75.
- In fiscal year 2019, the District's operating revenues increased 0.05% or \$5,734 to \$11,865,233. In fiscal year 2018, the District's operating revenues increased 8.97%, or \$976,592 to \$11,859,499.
- In fiscal year 2019, the District's non-operating revenues increased 10.11% or \$160,495 to \$1,748,016. In fiscal year 2018, the District's non-operating revenues increased 16.92%, or \$229,684 to \$1,587,521.
- In fiscal year 2019, the District's operating expenses increased 4.09% or \$335,631 to \$8,533,464. In fiscal year 2018, the District's operating expenses increased 15.77%, or \$1,116,765 to \$8,197,833.
- In fiscal year 2019, the District's non-operating expenses decreased 24.34% or \$179,399 to \$557,547. In fiscal year 2018, the District's non-operating expenses increased 11.54%, or \$76,251 to \$736,946.

Required Financial Statements

This annual report consists of a series of financial statements. The Statement of Net Position, Statement of Revenues, Expenses and Changes in Net Position and Statement of Cash Flows provide information about the activities and performance of the District using accounting methods similar to those used by private sector companies.

The Statements of Net Position include all of the District's investments in resources (assets) and deferred outflows of resources, and the obligations to creditors (liabilities) and deferred inflows of resources. It also provides the basis for computing a rate of return, evaluating the capital structure of the District and assessing the liquidity and financial flexibility of the District. All of the current year's revenue and expenses are accounted for in the Statements of Revenues, Expenses and Changes in Net Position. These statements measure the success of the District's operations over the past year and can be used to determine if the District has successfully recovered all of its costs through its rates and other charges. These statements can also be used to evaluate profitability and credit worthiness. The final required financial statement is the Statement of Cash Flows, which provides information about the District's cash receipts and cash payments during the reporting period. The Statements of Cash Flows report cash receipts, cash payments and net changes in cash resulting from operations, investing, non-capital financing, and capital and related financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in cash balance during the reporting period.

Coastside County Water District
Management's Discussion and Analysis, continued
For the Fiscal Years Ended June 30, 2019 and 2018

Financial Analysis of the District

One of the most important question asked about the District's finances is, "Is the District better off or worse off as a result of this year's activities?" The Statements of Net Position and the Statement of Revenues, Expenses and Changes in Net Position report information about the District in a way that helps answer this question.

These statements include all assets, deferred outflows of resources, liabilities, and deferred inflows of resources using the *accrual basis of accounting*, which is similar to the accounting method used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when the cash is received or paid.

These two statements report the District's *net position* and changes in them. One can think of the District's net position – the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources – as one way to measure the District's financial health, or *financial position*. Over time, *increases or decreases* in the District's net position are one indicator of whether its *financial health* is improving or deteriorating. However, one will need to consider other non-financial factors such as changes in economic conditions, population growth, zoning and new or changed government legislation, such as changes in Federal and State water quality standards.

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements. The notes to the basic financial statements can be found on pages 13 through 41.

Statements of Net Position

	Condensed Statements of Net Position				
	<u>2019</u>	<u>2018</u>	<u>Change</u>	<u>2017</u>	<u>Change</u>
Assets:					
Current assets	\$ 11,128,310	8,914,249	2,214,061	7,446,689	1,467,560
Capital assets, net	53,943,608	54,030,020	(86,412)	51,812,583	2,217,437
Total assets	<u>65,071,918</u>	<u>62,944,269</u>	<u>2,127,649</u>	<u>59,259,272</u>	<u>3,684,997</u>
Deferred outflows of resources:	<u>1,298,272</u>	<u>1,623,393</u>	<u>(325,121)</u>	<u>1,726,811</u>	<u>(103,418)</u>
Liabilities:					
Current liabilities	1,434,092	1,458,803	(24,711)	1,784,498	(325,695)
Non-current liabilities	21,699,199	22,372,644	(673,445)	19,469,827	2,902,817
Total liabilities	<u>23,133,291</u>	<u>23,831,447</u>	<u>(698,156)</u>	<u>21,254,325</u>	<u>2,577,122</u>
Deferred inflows of resources:	<u>208,999</u>	<u>57,801</u>	<u>151,198</u>	<u>155,941</u>	<u>(98,140)</u>
Net position:					
Net investment in capital assets	37,893,505	37,585,708	307,797	36,370,412	1,215,296
Restricted	314,403	410,329	(95,926)	266,931	143,398
Unrestricted	4,819,992	2,682,377	2,137,615	2,938,474	(256,097)
Total net position	<u>\$ 43,027,900</u>	<u>40,678,414</u>	<u>2,349,486</u>	<u>39,575,817</u>	<u>1,102,597</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets of the District exceeded liabilities by \$43,027,900 and \$40,678,414 as of June 30, 2019 and 2018, respectively.

Coastside County Water District
Management's Discussion and Analysis, continued
For the Fiscal Years Ended June 30, 2019 and 2018

Statements of Net Position, continued

By far, the largest portion of the District's net position (88% and 92% as of June 30, 2019 and 2018, respectively) reflects the District's investment in capital assets (net of accumulated depreciation) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to customers within the District's service area; consequently, these assets are not available for future spending.

At the end of fiscal years 2019 and 2018, the District showed a positive balance in its unrestricted net position of \$4,819,992 and \$2,682,377, respectively, which may be utilized in future years. See note 10 for further information.

Statements of Revenues, Expenses and Changes in Net Position

Condensed Statements of Revenues, Expenses and Changes in Net Position

	<u>2019</u>	<u>2018</u>	<u>Change</u>	<u>2017</u>	<u>Change</u>
Revenue:					
Operating revenue	\$ 11,865,233	11,859,499	5,734	10,882,907	976,592
Non-operating revenue	<u>1,748,016</u>	<u>1,587,521</u>	<u>160,495</u>	<u>1,357,837</u>	<u>229,684</u>
Total revenue	<u>13,613,249</u>	<u>13,447,020</u>	<u>166,229</u>	<u>12,240,744</u>	<u>1,206,276</u>
Expense:					
Operating expense	8,533,464	8,197,833	335,631	7,081,068	1,116,765
Depreciation	2,172,752	2,011,772	160,980	1,696,287	315,485
Non-operating expense	<u>557,547</u>	<u>736,946</u>	<u>(179,399)</u>	<u>660,695</u>	<u>76,251</u>
Total expense	<u>11,263,763</u>	<u>10,946,551</u>	<u>317,212</u>	<u>9,438,050</u>	<u>1,508,501</u>
Change in net position	2,349,486	2,500,469	(150,983)	2,802,694	(302,225)
Net position, beginning of year					
– as previously stated	40,678,414	39,575,817	1,102,597	36,773,123	2,802,694
Prior period adjustment	<u>-</u>	<u>(1,397,872)</u>	<u>1,397,872</u>	<u>-</u>	<u>(1,397,872)</u>
Net position, beginning of year					
– as restated	<u>40,678,414</u>	<u>38,177,945</u>	<u>2,500,469</u>	<u>36,773,123</u>	<u>1,404,822</u>
Net position, end of year	<u>\$ 43,027,900</u>	<u>40,678,414</u>	<u>2,349,486</u>	<u>39,575,817</u>	<u>1,102,597</u>

The Statements of Revenues, Expenses and Changes of Net Position show how the District's net position changed during the fiscal years. In the case of the District, net position increased 5.78% or \$2,349,486 in fiscal year 2019 to \$43,027,900, as a result of ongoing operations. In fiscal year 2018, the District's net position increased 2.79% or \$1,102,597 to \$40,678,414 due to an increase of \$2,500,469 from ongoing operations, which was offset by a \$1,397,872 restatement to net position related to the implementation of GASB 75.

Coastside County Water District
Management's Discussion and Analysis, continued
For the Fiscal Years Ended June 30, 2019 and 2018

Statements of Revenues, Expenses and Changes in Net Position, continued

A closer examination of the sources of changes in net position reveals that:

In fiscal year 2019, total revenues increased 1.24% or \$166,299 to \$13,613,249. Operating revenues increased 0.05% or \$5,734, primarily due to increases in water consumption sales. Non-operating revenues increased 10.11% or \$160,495, primarily due to increases of \$160,309 in property tax revenue \$75,519 in investment earnings, which were offset by a decrease of \$96,181 in transmission and storage fees. In fiscal year 2018, total revenues increased 9.85% or \$1,206,276 to \$12,240,744. Operating revenues increased 8.97%, or \$976,592, primarily due to increases of \$1,014,151 in water consumption sales, which was offset by a decrease of \$37,559 in other charges and services. Non-operating revenues increased 16.92%, or \$229,684, primarily due to increases of \$144,271 in transmission and storage fees and \$95,852 in property taxes, which were offset by a decrease of \$15,418 in other revenue.

In fiscal year 2019, total expenses increased 2.90% or \$317,212 to \$11,263,763. Operating expenses increased 4.09% or \$335,631, primarily due to increases of \$224,302 in sources of supply and \$318,059 in transmission and distribution, which were offset by decreases of \$155,482 in pumping expense and \$51,248 in general and administrative expense as compared to prior year. Non-operating expenses decreased 24.34% or \$179,399, primarily due to decreases of \$106,474 in interest expense, \$85,793 in loss on disposal of assets, and \$16,638 in collection fees, which were offset by an increase of \$29,506 in amortization of debt issuance costs. In fiscal year 2018, total expenses increased 15.98% or \$1,508,501 to \$10,946,551. Operating expenses increased 15.77%, or \$1,116,765, primarily due to increases of \$335,298 in pumping costs, \$467,402 in transmission and distribution, and \$523,296 in general and administrative expenses, which were offset by a decrease of \$209,231 in source of supply expenses. Non-operating expenses increased 11.54%, or \$76,251, primarily due to increases of \$76,043 in loss on disposition of assets and \$19,705 in collection fees – County, which were offset by a decrease of \$19,497 in interest expense on maturing debt.

Capital Asset Administration

Changes in capital asset amounts for 2019 were as follows:

	Balance 2018	Additions	Transfers/ Deletions	Balance 2019
Capital assets:				
Non-depreciable assets	\$ 2,209,803	1,936,418	(2,424,008)	1,722,213
Depreciable assets	82,911,695	2,573,930	(69,205)	85,416,420
Accumulated depreciation	(31,091,478)	(2,172,752)	69,205	(33,195,025)
Total capital assets, net	<u>\$ 54,030,020</u>	<u>2,337,596</u>	<u>(2,424,008)</u>	<u>53,943,608</u>

Changes in capital asset amounts for 2018 were as follows:

	Balance 2017	Additions	Transfers/ Deletions	Balance 2018
Capital assets:				
Non-depreciable assets	\$ 6,058,056	992,162	(4,840,415)	2,209,803
Depreciable assets	75,023,819	8,215,768	(327,892)	82,911,695
Accumulated depreciation	(29,269,292)	(2,011,772)	189,586	(31,091,478)
Total capital assets, net	<u>\$ 51,812,583</u>	<u>7,196,158</u>	<u>(4,978,721)</u>	<u>54,030,020</u>

Coastside County Water District
Management's Discussion and Analysis, continued
For the Fiscal Years Ended June 30, 2019 and 2018

Capital Asset Administration, continued

At the end of fiscal years 2019 and 2018, the District's investment in capital assets amounted to \$53,943,608 and \$54,030,020 (net of accumulated depreciation), respectively. This investment in capital assets includes land, source of supply infrastructure, transmission and distribution systems, the Crystal Springs pump station, treatment plants, well fields and tanks, pipelines and meters, buildings and structures, vehicles, furniture and equipment, and construction-in-process. See note 3 for further information.

Debt Administration

Changes in long-term debt amounts for 2019 were as follows:

	<u>Balance 2018</u>	<u>Additions</u>	<u>Transfers/ Deletions</u>	<u>Balance 2019</u>
Long-term debt:				
Bonds payable	\$ 5,121,279	-	(5,121,279)	-
Loans payable	<u>11,323,033</u>	<u>5,311,319</u>	<u>(584,249)</u>	<u>16,050,103</u>
Total long-term debt	<u>\$ 16,444,312</u>	<u>5,311,319</u>	<u>(5,705,528)</u>	<u>16,050,103</u>

Changes in long-term debt amounts for 2018 were as follows:

	<u>Balance 2017</u>	<u>Additions</u>	<u>Transfers/ Deletions</u>	<u>Balance 2018</u>
Long-term debt:				
Bonds payable	\$ 5,354,031	-	(232,752)	5,121,279
Loans payable	<u>10,088,140</u>	<u>1,519,641</u>	<u>(284,748)</u>	<u>11,323,033</u>
Total long-term debt	<u>\$ 15,442,171</u>	<u>1,519,641</u>	<u>(517,500)</u>	<u>16,444,312</u>

See note 5 for further information.

Conditions Affecting Current Financial Position

Management is unaware of any conditions which could have a significant impact on the District's current financial position, net position or operating results based on past, present and future events.

Requests for Information

This financial report is designed to provide the District's funding sources, customers, stakeholders and other interested parties with an overview of the District's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the District's General Manager at 766 Main Street, Half Moon Bay, California 94019 – (650) 726-5245.

Basic Financial Statements

Final Draft Subject to Board Approval

Coastside County Water District
Statements of Net Position
June 30, 2019 and 2018

	2019	2018
Current assets:		
Cash and cash equivalents (note 2)	\$ 8,944,963	6,290,231
Restricted – cash and cash equivalents (note 2)	64,403	160,329
Accrued interest receivable	32,607	5,890
Accounts receivable – water sales and services	1,725,277	2,040,906
Accounts receivable – other	23,673	69,642
Accounts receivable – property taxes	17,869	15,905
Materials and supplies inventory	170,681	147,370
Water-in-storage inventory	19,628	26,484
Prepaid expenses and other deposits	129,209	130,119
Bond issuance costs, net	-	27,373
Total current assets	11,128,310	8,914,249
Non-current assets:		
Capital assets – not being depreciated (note 3)	1,722,213	2,209,803
Capital assets, net – being depreciated (note 3)	52,221,395	51,820,217
Total non-current assets	53,943,608	54,030,020
Total assets	65,071,918	62,944,269
Deferred outflows of resources:		
Deferred other post-employment benefits outflows (note 6)	40,360	44,364
Deferred pension outflows (note 7)	1,257,912	1,579,029
Total deferred outflows of resources	\$ 1,298,272	1,623,393

Continued on next page

See accompanying notes to the basic financial statements

**Coastside County Water District
Statements of Net Position, continued
June 30, 2019 and 2018**

	2019	2018
Current liabilities:		
Accounts payable and accrued expenses	\$ 479,104	528,916
Accrued wages and related payables	55,638	45,260
Customer deposits and deferred revenue	71,092	96,988
Accrued interest payable	172,719	201,486
Long-term liabilities – due within one year:		
Compensated absences (note 4)	55,570	47,706
Bonds payable (note 5)	-	245,000
Loans payable (note 5)	599,969	293,447
Total current liabilities	1,434,092	1,458,803
Non-current liabilities:		
Long-term liabilities – due in more than one year:		
Compensated absences (note 4)	166,711	143,119
Bonds payable (note 5)	-	4,876,279
Loans payable (note 5)	15,450,134	11,029,586
Net other post-employment benefit liability (note 6)	2,374,273	2,405,733
Net pension liability (note 7)	3,708,081	3,917,927
Total non-current liabilities	21,699,199	22,372,644
Total liabilities	23,133,291	23,831,447
Deferred inflows of resources:		
Deferred other post-employment benefits inflows (note 6)	84,430	-
Deferred pension inflows (note 7)	124,569	57,801
Total deferred inflows	208,999	57,801
Net position:		
Net investment in capital assets (note 8)	37,893,505	37,585,708
Restricted (note 9)	314,403	410,329
Unrestricted (note 10)	4,819,992	2,682,377
Total net position	\$ 43,027,900	40,678,414

See accompanying notes to the basic financial statements

Coastside County Water District
Statements of Revenues, Expenses and Changes in Net Position
For the Fiscal Years Ended June 30, 2019 and 2018

	2019	2018
Operating revenues:		
Water consumption sales	\$ 11,865,233	11,859,499
Other charges for services	-	-
Total operating revenues	11,865,233	11,859,499
Operating expenses:		
Source of supply	2,237,324	2,013,022
Pumping	1,274,513	1,429,995
Transmission and distribution	2,192,070	1,874,011
General and administrative	2,829,557	2,880,805
Total operating expenses	8,533,464	8,197,833
Operating income before depreciation expense	3,331,769	3,661,666
Depreciation expense – capital recovery	(2,172,752)	(2,011,772)
Operating income	1,159,017	1,649,894
Non-operating revenue(expense):		
Property taxes	1,395,283	1,234,974
Investment earnings	98,119	22,600
Transmission and storage fees	64,120	160,301
Rental revenue	166,964	156,777
Interest expense	(512,017)	(618,491)
Amortization of debt issuance costs	(33,721)	(4,215)
Collection fees – County	(14,309)	(30,947)
Loss on disposition of assets	2,500	(83,293)
Other revenue	23,530	12,869
Total non-operating, net	1,190,469	850,575
Change in net position	2,349,486	2,500,469
Net position, beginning of year – as previously stated	40,678,414	39,575,817
Prior period adjustment (note 11)	-	(1,397,872)
Net position, beginning of year – as restated	40,678,414	38,177,945
Net position, end of year	\$ 43,027,900	40,678,414

See accompanying notes to the basic financial statements

**Coastside County Water District
Statements of Cash Flows
For the Fiscal Years Ended June 30, 2019 and 2018**

	2019	2018
Cash flows from operating activities:		
Cash receipts from customers for water sales and services	\$ 12,200,935	11,626,634
Cash paid to employees for salaries and wages	(2,752,259)	(3,013,517)
Cash paid to vendors and suppliers for materials and services	(5,563,852)	(5,337,327)
Net cash provided by operating activities	3,884,824	3,275,790
Cash flows from non-capital financing activities:		
Cash receipts from property taxes	1,393,319	1,235,679
Cash paid for collection fees	(14,309)	(30,947)
Other revenues	254,614	329,947
Other expenses	(31,221)	(87,508)
Net cash provided by operating activities	1,602,403	1,447,171
Cash flows from capital and related financing activities:		
Acquisition and construction of capital assets	(2,064,830)	(3,977,117)
Proceeds from issuance of debt	5,311,319	1,519,641
Principal paid on long-term debt	(5,705,528)	(517,500)
Interest paid on long-term debt	(540,784)	(624,437)
Net cash used in capital and related financing activities	(2,999,823)	(3,599,413)
Cash flows from investing activities:		
Investment earnings	71,402	33,225
Net cash provided by investing activities	71,402	33,225
Net increase in cash and cash equivalents	2,558,806	1,156,773
Cash and cash equivalents, beginning of year	6,450,560	5,293,787
Cash and cash equivalents, end of year	\$ 9,009,366	6,450,560
 Reconciliation of cash and cash equivalents to the statement of financial position:		
Cash and cash equivalents	\$ 8,944,963	6,290,231
Restricted assets – cash and cash equivalents	64,403	160,329
Total cash and cash equivalents	\$ 9,009,366	6,450,560

Continued on next page

See accompanying notes to the basic financial statements

**Coastside County Water District
Statements of Cash Flows, continued
For the Fiscals Year Ended June 30, 2019 and 2018**

	2019	2018
Reconciliation of operating income to net cash provided by operating activities:		
Operating income	\$ 1,159,017	1,649,894
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	2,172,752	2,011,772
Changes in assets, deferred outflows of resources, liabilities, and deferred inflows of resources:		
(Increase)Decrease in assets:		
Accounts receivable – water sales and services	315,629	(229,388)
Accounts receivable – other	45,969	(34,037)
Materials and supplies inventory	(23,311)	8,647
Water-in-storage inventory	6,856	788
Prepaid expenses and other deposits	910	(70,094)
Unamortized bond issuance costs	27,373	1,967
(Increase)Decrease in deferred outflows of resources		
Deferred other post-employment benefits outflows	4,004	(44,364)
Deferred pension outflows	321,117	147,782
Increase(Decrease) in liabilities and deferred inflows:		
Accounts payable and accrued expenses	(49,812)	(379,420)
Accrued wages and related payables	10,378	1,317
Customer deposits and deferred revenue	(25,896)	30,560
Compensated absences	31,456	36,381
Other post-employment benefit obligation	31,460	(126,046)
Net pension liability	(209,846)	368,171
Decrease in deferred inflows of resources		
Deferred pension inflows	66,768	(98,140)
Total adjustments	2,725,807	1,625,896
Net cash provided by operating activities	\$ 3,884,824	3,275,790
Non cash investing, capital and related financing activities:		
Change in fair value of funds deposited with LAIF	\$ 8,733	(3,827)
Amortization of debt issuance costs	\$ 33,721	4,215

See accompanying notes to the basic financial statements

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(1) Reporting Entity and Summary of Significant Accounting Policies

Organization and Operations of the Reporting Entity

The Coastside County Water District (District) was formed in July 1947 for the purposes of furnishing potable water within the District's service area. The District operates under the authority of the provisions found in Division 12 of the State of California Water Code. The District is located in San Mateo County and includes the City of Half Moon Bay and the unincorporated communities of El Granada, Miramar, and Princeton-By-The-Sea. The District provides water to approximately 17,000 customers. The District is governed by a five-member Board of Directors who serve overlapping four-year terms.

The criteria used in determining the scope of the financial reporting entity is based on the provisions of Governmental Accounting Standards Board Statement No. 61, *The Financial Reporting Entity*. The District is the primary governmental unit based on the foundation of a separately elected governing board that is elected by the citizens in a general popular election. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The District is financially accountable if it appoints a voting majority of the organization's governing body and: 1) It is able to impose its will on that organization, or 2) There is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government.

Basis of Accounting and Measurement Focus

The District reports its activities as an enterprise fund, which is used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the District is that the costs of providing water to its service area on a continuing basis be financed or recovered primarily through user charges (water sales), capital grants and similar funding. Revenues and expenses are recognized on the full accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and expenses are recognized in the period incurred, regardless of when the related cash flows take place.

Operating revenues and expenses, such as water sales and water purchases, result from exchange transactions associated with the principal activity of the District. Exchange transactions are those in which each party receives and gives up essentially equal values. Management, administration, and depreciation expenses are also considered operating expenses. Other revenues and expenses not included in the above categories are reported as non-operating revenues and expenses.

Financial Reporting

The District's basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP), as applied to enterprise funds. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District solely operates as a special-purpose government which means it is only engaged in business-type activities; accordingly, activities are reported in the District's proprietary fund.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(1) Reporting Entity and Summary of Significant Accounting Policies, continued

Financial Reporting, continued

The District has adopted the following GASB pronouncements in the current year:

Governmental Accounting Standards Board Statement No. 83

In November 2016, the GASB issued Statement No. 83 – *Certain Asset Retirement Obligations*. This Statement (1) addresses accounting and financial reporting for certain asset retirement obligations (AROs), (2) establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for AROs, (3) requires that recognition occur when the liability is both incurred and reasonably estimable, (4) requires the measurement of an ARO to be based on the best estimate of the current value of outlays expected to be incurred, (5) requires the current value of a government’s AROs to be adjusted for the effects of general inflation or deflation at least annually, and (6) requires disclosure of information about the nature of a government’s AROs, the methods and assumptions used for the estimates of the liabilities, and the estimated remaining useful life of the associated tangible capital assets.

The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. Earlier application is encouraged.

Governmental Accounting Standards Board Statement No. 88

In April 2018, the GASB issued Statement No. 88 – *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. The primary objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt.

This Statement defines debt for purposes of disclosure in notes to financial statements as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established.

This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses.

For notes to financial statements related to debt, this Statement also requires that existing and additional information be provided for direct borrowings and direct placements of debt separately from other debt.

The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. Earlier application is encouraged.

Use of Estimates

The preparation of the basic financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosures of contingent assets and liabilities at the date of the financial statements and the reported changes in net position during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

Substantially all of the District’s cash is invested in interest bearing accounts. The District considers all highly liquid investments with a maturity of three months or less to be cash equivalents.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(1) Reporting Entity and Summary of Significant Accounting Policies, continued

Investments

Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation or sale of investments.

Fair Value Measurements

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on valuation inputs used to measure the fair value of the asset, as follows:

- *Level 1* – This valuation level is based on quoted prices in active markets for identical assets.
- *Level 2* – This valuation level is based on directly observable and indirectly observable inputs. These inputs are derived principally from or corroborated by observable market data through correlation or market-corroborated inputs. The concept of market-corroborated inputs incorporates observable market data such as interest rates and yield curves that are observable at commonly quoted intervals.
- *Level 3* – This valuation level is based on unobservable inputs where assumptions are made based on factors such as prepayment rates, probability of defaults, loss severity and other assumptions that are internally generated and cannot be observed in the market.

Accounts Receivable

The District extends credit to customers in the normal course of operations. Management has evaluated the accounts and believes all accounts are collectible at June 30. When management deems customer accounts uncollectible, the District uses the direct write off method for the write-off those accounts to bad debt expense.

Restricted Assets

Certain assets of the District are restricted for use by ordinance or debt covenant and, accordingly, are shown as restricted assets on the accompanying statements of net assets. The District uses restricted resources, prior to using unrestricted resources, to pay expenditures meeting the criteria imposed on the use of restricted resources by a third party.

Inventory and Water-in-Storage

Materials and supplies inventory consists primarily of water meters, pipe and pipefittings for construction and repair to the District's water transmission and distribution system. Inventory is valued at cost using the weighted-average method. Inventory items are charged to expense at the time that individual items are withdrawn from inventory or consumed. Water-in-storage is valued at average cost.

Prepays

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid items in the basic financial statements.

Bond issuance costs, net

Capitalized bond issuance costs consist of prepaid surety insurance costs, related to the issuance of the District's 2006 Series B Revenue Refunding bond debt. These prepaid costs were recognized as an asset upon issuance and are being amortized (expensed) over the life of the related debt.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(1) Reporting Entity and Summary of Significant Accounting Policies, continued

Capital Assets

Capital assets acquired and/or constructed are capitalized at historical cost. District policy has set the capitalization threshold for reporting capital assets at \$5,000. Donated assets are recorded at estimated fair market value at the date of donation. Upon retirement or other disposition of capital assets, the cost and related accumulated depreciation are removed from the respective balances and any gains or losses are recognized.

Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets as follows:

- Source of supply infrastructure – 10 to 50 years
- Transmission and distribution system – 50 years
- Pump station – Crystal Springs – 50 years
- Treatment Plants – 30 years
- Well field and tanks – 10 to 50 years
- Buildings and structures – 5 to 50 years
- Vehicles – 5 to 10 years
- Furniture and equipment – 5 to 10 years

Deferred Outflows of Resources

The statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of resources applicable to future periods and therefore will *not* be recognized as an outflow of resources (expenditure) until that time. The District has the following pension related items that qualify for reporting in this category:

Post-Employment Benefits Other Than Pensions (OPEB)

- Deferred outflow which is equal to the employer contributions made after the measurement date of the total OPEB liability. This amount will be amortized-in-full against the total OPEB liability in the next fiscal year.

Pensions

- Deferred outflow which is equal to the employer contributions made after the measurement date of the net pension liability. This amount will be amortized-in-full against the net pension liability in the next fiscal year.
- Deferred outflow for the net differences between the actual and expected experience which will be amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the Plan.
- Deferred outflow for the net changes in assumptions which will be amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the Plan.
- Deferred outflow for the net difference in projected and actual earnings on investments of the pension plans fiduciary net position. This amount is amortized over a 5 year period.
- Deferred outflow for the net differences in actual and proportionate share of employer contribution and net changes in proportion which will be amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the Plan.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(1) Reporting Entity and Summary of Significant Accounting Policies, continued

Compensated Absences

The District's personnel policies provide for accumulation of vacation and sick leave. Liabilities for vacation and portions of sick leave are recorded when benefits are earned. Cash payment of unused vacation is available to those qualified employees when retired or terminated. Cash payment of unused sick leave is payable at 50% to those employees eligible for retirement and meet vesting requirements.

Post-Employment Benefits Other Than Pensions (OPEB)

For purposes of measuring the total OPEB liability and deferred outflows/inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's OPEB plan (Plan) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms.

GASB 75 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

- Valuation Date: June 30, 2017
- Measurement Dates: June 30, 2018 and June 30, 2019
- Measurement Periods: July 1, 2017 to June 30, 2018 and July 1, 2018 to June 30, 2019

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and addition to/deduction from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

- Valuation Dates: June 30, 2017 and June 30, 2016
- Measurement Dates: June 30, 2018 and June 30, 2017
- Measurement Periods: July 1, 2017 to June 30, 2018 and July 1, 2016 to June 30, 2017

Deferred Inflows of Resources

The statement of net position will sometimes report a separate section for deferred inflows of resources. This financial statement element, *deferred inflows of resources*, represents an acquisition of resources applicable to future periods and therefore will *not* be recognized as an inflow of resources (revenue) until that time. The District has the following pension related item that qualifies for reporting in this category:

Post-Employment Benefits Other Than Pensions (OPEB)

- Deferred inflow for the net changes in assumptions which will be amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with OPEB through the Plan.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(1) Reporting Entity and Summary of Significant Accounting Policies, continued

Deferred Inflows of Resources, continued

Pensions

- Deferred inflow for the net adjustment due to differences in the changes in proportions of the net pension liability which will be amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the Plan.

Net Position

The District follows the financial reporting requirements of the GASB and reports net position under the following classifications:

- *Net Investment in Capital Assets Component of Net Position*– This component of net position consists of capital assets, net of accumulated depreciation, and reduced by any debt outstanding against the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt is included in this component of net position
- *Restricted Component of Net Position* – This component of net position consists of assets that have restrictions placed upon their use by external constraints imposed either by creditors (debt covenants), grantors, contributors, or laws and regulations of other governments or constraints imposed by law through enabling legislation.
- *Unrestricted Component of Net Position* – This component of net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of the net investment in capital assets or restricted component of net position.

Property Taxes

Property taxes receivable at year-end are related to property taxes collected by the County of San Mateo, which have not been credited to the District's cash balance as of June 30. The property tax calendar is as follows:

Lien date	January 1
Levy date	July 1
Due dates	November 1 and February 1
Collection dates	December 10 and April 10

Capital Contributions

Capital contributions represent cash and capital asset additions contributed to the District by property owners, granting agencies or real estate developers desiring services that require capital expenditures or capacity commitment.

Budgetary Policies

The District adopts an annual non-appropriated budget for planning, control, and evaluation purposes. Budgetary control and evaluation are affected by comparisons of actual revenues and expenses with planned revenues and expenses for the period. Encumbrance accounting is not used to account for commitments related to unperformed contracts for construction and services.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(2) Cash and Investments

Cash and investments as of June 30 are classified in the accompanying financial statements as follows:

	2019	2018
Cash and cash equivalents	\$ 8,944,963	6,290,231
Cash and cash equivalents – restricted	64,403	160,329
Total cash and investments	\$ 9,009,366	6,450,560

Cash and cash equivalents as of June 30 consist of the following:

	2019	2018
Cash on hand	\$ 700	700
Deposits with financial institutions	3,878,682	4,390,994
Investments	5,129,984	2,058,866
Total cash and cash equivalents	\$ 9,009,366	6,450,560

As of June 30, the District's authorized deposits had the following maturities:

	2019	2018
Deposits in Local Agency Investment Fund	173 days	193 days

Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized by the District in accordance with the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk.

Authorized Investment Type	Maximum Maturity	Maximum Percentage Of Portfolio	Maximum Investment in One Issuer
U.S. Treasury obligations	5 years	None	None
Federal agency and bank obligations	5 years	None	None
Certificates-of-deposit (negotiable or placed)	5 years	30%	10%
Commercial paper (prime)	270 days	10%	10%
Money market mutual funds	N/A	20%	None
State and local bonds, notes and warrants	N/A	None	None
California Local Agency Investment Fund (LAIF)	N/A	None	None

Investment in State Investment Pool

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the District's investment in this pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(2) Cash and Investments, continued

Investment in State Investment Pool, continued

The pool portfolio is invested in a manner that meets the maturity, quality, diversification and liquidity requirements set forth by GASB 79 for external investments pools that elect to measure, for financial reporting purposes, investments at amortized cost. LAIF does not have any legally binding guarantees of share values. LAIF does not impose liquidity fees or redemption gates on participant withdrawals.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the District's investment policy does not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits.

The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. Of the bank balances, up to \$250,000 held at each institution were federally insured and the remaining balance is collateralized in accordance with the Code; however, the collateralized securities are not held in the District's name.

The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Code and the District's investment policy contain legal and policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF and the Pool).

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to change with market interest rates. One of the ways that the District manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments, and by timing cash flows from maturities so that a portion of the portfolio matures or comes close to maturity evenly over time as necessary to provide for cash flow requirements and liquidity needed for operations.

At June 30, 2019 and 2018, the District's investments held to maturity were categorized as twelve months or less, respectively.

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the District's investment policy, or debt agreements, and the actual rating as of year-end for each investment type.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(2) Cash and Investments, continued

Credit Risk, continued

Credit ratings at June 30, 2019 consisted of the following:

<u>Investment Types</u>	<u>Total</u>	<u>Minimum Legal Rating</u>	<u>Rating as of Year End</u>	
			<u>AAA</u>	<u>Not Rated</u>
Local Agency Investment Fund (LAIF)	\$ 5,110,545	N/A	\$ -	5,110,545
Money Market Funds	19,439	AAA	19,439	-
Total	\$ <u>5,129,984</u>		\$ <u>19,439</u>	<u>5,110,545</u>

Credit ratings at June 30, 2018 consisted of the following:

<u>Investment Types</u>	<u>Total</u>	<u>Minimum Legal Rating</u>	<u>Rating as of Year End</u>	
			<u>AAA</u>	<u>Not Rated</u>
Local Agency Investment Fund (LAIF)	\$ 2,039,436	N/A	\$ -	2,039,436
Money Market Funds	19,430	AAA	19,430	-
Total	\$ <u>2,058,866</u>		\$ <u>19,430</u>	<u>2,039,436</u>

Concentration of Credit Risk

The District's investment policy contains no limitations on the amounts that can be invested in any one issuer as beyond that stipulated by the California Government Code. There were no investments in any one issuer (other than for external investment pools) that represent 5% or more of total District's investments at June 30, 2019 and 2018, respectively.

Fair Value Measurements

Investments measured at fair value on a recurring and non-recurring basis at June 30, 2019 are as follows:

Investment Type	<u>Fair Value Measurements Using</u>			
	<u>Quoted Prices in Active Markets for Identical Assets</u>	<u>Significant Other Observable Inputs</u>	<u>Significant Unobservable Inputs</u>	
	<u>Total</u>	<u>(Level 1)</u>	<u>(Level 2)</u>	<u>(Level 3)</u>
Held by bond trustee:				
Money market funds	\$ 19,439	19,439	-	-
Total investments measured at fair val	19,439	<u>19,439</u>	<u>-</u>	<u>-</u>
Investments measured at amortized cost:				
Local Agency Investment Fund (LAIF)	5,110,545			
Total	\$ <u>5,129,984</u>			

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(2) Cash and Investments, continued

Fair Value Measurements, continued

Investments measured at fair value on a recurring and non-recurring basis at June 30, 2018 are as follows:

Investment Type	Fair Value Measurements Using			
	Quoted Prices in Active Markets for Identical Assets Total	Significant Other Observable Inputs (Level 1)	Significant Unobservable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Held by bond trustee:				
Money market funds	\$ 19,430	19,430	-	-
Total investments measured at fair value	19,430	19,430	-	-
Investments measured at amortized cost:				
Local Agency Investment Fund (LAIF)	2,039,436			
Total	\$ 2,058,866			

(3) Capital Assets

Changes in capital assets for the year ended June 30, 2019 were as follows:

	Balance 2018	Additions/ Transfers	Deletions/ Transfers	Balance 2019
Non-depreciable assets:				
Land	\$ 160,612	-	-	160,612
Construction-in-process	2,049,191	1,936,418	(2,424,008)	1,561,601
Total non-depreciable assets	2,209,803	1,936,418	(2,424,008)	1,722,213
Depreciable assets:				
Source of supply	401,040	-	-	401,040
Transmission and distribution	21,782,986	298,196	-	22,081,182
Pump station - Crystal Springs	25,755,067	272,537	-	26,027,604
Treatment plants	11,322,100	134,001	-	11,456,101
Well field and tanks	4,126,152	139,095	-	4,265,247
Contributed	-	-	-	-
Pipelines and meters	15,434,633	1,578,380	-	17,013,013
Buildings and structures	1,019,964	-	-	1,019,964
Vehicles	755,772	85,061	(55,516)	785,317
Furniture and equipment	2,313,981	66,660	(13,689)	2,366,952
Total depreciable assets	82,911,695	2,573,930	(69,205)	85,416,420
Accumulated depreciation:				
Depreciable assets	(31,091,478)	(2,172,752)	69,205	(33,195,025)
Total accumulated depreciation	(31,091,478)	(2,172,752)	69,205	(33,195,025)
Total depreciable assets, net	51,820,217	401,178	-	52,221,395
Total capital assets, net	\$ 54,030,020	2,337,596	(2,424,008)	53,943,608

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(3) Capital Assets, continued

Major changes to capital assets in 2019 consisted primarily of additions of \$1,578,380 in upgrades to pipelines and meters, \$298,196 in upgrades to transmission and distribution, and \$272,537 in upgrades to pump station – Crystal Springs. Major deletions included \$2,424,008 in transfers from construction in progress to depreciable assets.

Changes in capital assets for the year ended June 30, 2018 were as follows:

	<u>Balance 2017</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance 2018</u>
Non-depreciable assets:				
Land	\$ 160,612	-	-	160,612
Construction-in-process	5,897,444	992,162	(4,840,415)	2,049,191
Total non-depreciable assets	<u>6,058,056</u>	<u>992,162</u>	<u>(4,840,415)</u>	<u>2,209,803</u>
Depreciable assets:				
Source of supply	401,040	-	-	401,040
Transmission and distribution	18,336,289	3,446,697	-	21,782,986
Pump station - Crystal Springs	25,431,863	323,204	-	25,755,067
Treatment plants	10,260,589	1,061,511	-	11,322,100
Well field and tanks	3,170,965	955,187	-	4,126,152
Contributed	-	-	-	-
Pipelines and meters	13,607,083	2,049,315	(221,765)	15,434,633
Buildings and structures	1,019,964	-	-	1,019,964
Vehicles	522,052	299,633	(65,913)	755,772
Furniture and equipment	2,273,974	80,221	(40,214)	2,313,981
Total depreciable assets	<u>75,023,819</u>	<u>8,215,768</u>	<u>(327,892)</u>	<u>82,911,695</u>
Accumulated depreciation:				
Depreciable assets	(29,269,292)	(2,011,772)	189,586	(31,091,478)
Total accumulated depreciation	<u>(29,269,292)</u>	<u>(2,011,772)</u>	<u>189,586</u>	<u>(31,091,478)</u>
Total depreciable assets, net	<u>45,754,527</u>	<u>6,203,996</u>	<u>(138,306)</u>	<u>51,820,217</u>
Total capital assets, net	<u>\$ 51,812,583</u>	<u>7,196,158</u>	<u>(4,978,721)</u>	<u>54,030,020</u>

Major changes to capital assets in 2018 consisted primarily of additions of \$3,446,697 in upgrades to transmission and distribution, \$1,061,511 in upgrades to treatment plants, and \$2,049,315 in upgrades to pipelines and meters. Major deletions included \$4,840,415 in transfers from construction in progress to depreciable assets.

(4) Compensated Absences

Changes to compensated absences for the year ended June 30, 2019 were as follows:

	<u>Balance 2018</u>	<u>Earned</u>	<u>Taken</u>	<u>Balance 2019</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
\$	<u>190,825</u>	<u>211,795</u>	<u>(180,339)</u>	<u>222,281</u>	<u>55,570</u>	<u>166,711</u>

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(4) Compensated Absences, continued

Changes to compensated absences for the year ended June 30, 2018 were as follows:

	<u>Balance 2017</u>	<u>Earned</u>	<u>Taken</u>	<u>Balance 2018</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
\$	154,444	210,235	(173,854)	190,825	47,706	143,119

(5) Long-term Debt

Changes in long-term debt amounts for the year ended June 30, 2019 were as follows:

	<u>Balance 2018</u>	<u>Additions</u>	<u>Payments</u>	<u>Balance 2019</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
Long-term debt:						
Bonds payable:						
2006B Water revenue refunding bonds	\$ 5,155,000	-	(5,155,000)	-	-	-
2006B discount	(33,721)	-	33,721	-	-	-
Total bonds payable	<u>5,121,279</u>	<u>-</u>	<u>(5,121,279)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Loans payable:						
CIEDB Installment Loan – 2011	5,811,196	-	(173,288)	5,637,908	178,123	5,459,785
CIEDB Installment Loan – 2016	5,511,837	-	(120,159)	5,391,678	124,292	5,267,386
JP Morgan Chase Bank NA	-	5,311,319	(290,802)	5,020,517	297,554	4,722,963
Total loans payable	<u>11,323,033</u>	<u>5,311,319</u>	<u>(584,249)</u>	<u>16,050,103</u>	<u>599,969</u>	<u>15,450,134</u>
Long-term debt	<u>\$ 16,444,312</u>	<u>5,311,319</u>	<u>(5,705,528)</u>	<u>16,050,103</u>	<u>599,969</u>	<u>15,450,134</u>

Changes in long-term debt amounts for the year ended June 30, 2018 were as follows:

	<u>Balance 2017</u>	<u>Additions</u>	<u>Payments</u>	<u>Balance 2018</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
Long-term debt:						
Bonds payable:						
2006B Water revenue refunding bonds	\$ 5,390,000	-	(235,000)	5,155,000	245,000	4,910,000
2006B discount	(35,969)	-	2,248	(33,721)	-	(33,721)
Total bonds payable	<u>5,354,031</u>	<u>-</u>	<u>(232,752)</u>	<u>5,121,279</u>	<u>245,000</u>	<u>4,876,279</u>
Loans payable:						
CIEDB Installment Loan – 2011	5,979,781	-	(168,585)	5,811,196	173,288	5,637,908
CIEDB Installment Loan – 2016	4,108,359	1,519,641	(116,163)	5,511,837	120,159	5,391,678
Total loans payable	<u>10,088,140</u>	<u>1,519,641</u>	<u>(284,748)</u>	<u>11,323,033</u>	<u>293,447</u>	<u>11,029,586</u>
Long-term debt	<u>\$ 15,442,171</u>	<u>1,519,641</u>	<u>(517,500)</u>	<u>16,444,312</u>	<u>538,447</u>	<u>15,905,865</u>

2006 Series B – Water Revenue Refunding Bonds

On June 1, 2006, the District issued \$7,295,000 of 2006 Series B Certificates of Participation to finance and refinance the construction of certain capital improvements to the District's water system. The bonds bear interest ranging from 3.50% to 4.75%. Debt service semi-annual installments are due each October 1st and April 1st with principal payments commencing on October 1, 2007, maturing in fiscal year 2033.

As of June 30, 2019, the 2006 Series B – Water Revenue Refund Bond has been paid in full and has a \$0 outstanding balance.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(5) Long-term Debt, continued

CEIDB Installment Loan – 2011

On October 10, 2011, the District entered into an installment loan in the amount \$6,765,500 from the California Infrastructure and Economic Development Bank (CIEDB) for the purpose of financing the construction of the Denniston Creek Water Treatment Plant improvement project. Terms of the loan included a 30-year term with semi-annual interest of 2.79% (plus an annual fee of 0.3%) which is payable on August 1 and February 1. Principal payments commenced on February 1, 2013, maturing in fiscal year 2042.

On March 1, 2015, the District and CEIDB into a replacement installment loan agreement for the outstanding balance of \$6,143,789 for the purpose of reducing the semi-annual interest to 2.54%.

Future remaining debt service payments are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 178,123	157,854	335,977
2021	183,093	152,733	335,826
2022	188,201	147,468	335,669
2023	193,452	142,056	335,508
2024	198,849	136,494	335,343
2025-2029	1,080,624	529,307	1,609,931
2030-2034	1,240,021	382,169	1,622,190
2035-2039	1,422,929	213,327	1,636,256
2040-2042	952,616	36,737	989,353
Total	5,637,908	1,898,145	7,536,053
Current	(178,123)		
Long-term	\$ 5,459,785		

CEIDB Installment Loan – 2016

On May 1, 2016, the District entered into an installment loan in the amount \$5,628,000 from the California Infrastructure and Economic Development Bank (CIEDB) for the purpose of financing the District's Facilities Improvements project. Terms of the loan included a 30-year term with semi-annual interest of 3.44% (plus an annual fee of 0.3%) which is payable on August 1 and February 1. Principal payments commenced on August 1, 2017, maturing in fiscal year 2046.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(5) Long-term Debt

CEIDB Installment Loan – 2016, continued

Future remaining debt service payments are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 124,292	199,511	323,803
2021	128,568	194,789	323,357
2022	132,991	189,904	322,895
2023	137,565	184,852	322,417
2024	142,298	179,626	321,924
2025-2029	788,370	746,900	1,535,270
2030-2034	933,625	599,146	1,532,771
2035-2039	1,105,644	424,169	1,529,813
2040-2044	1,309,356	216,953	1,526,309
2045-2047	588,969	20,432	609,401
Total	5,391,678	<u>2,956,282</u>	<u>8,347,960</u>
Current	<u>(124,292)</u>		
Long-term	\$ <u>5,267,386</u>		

JP Morgan Chase Loan – 2018

On July 23, 2018, the District entered into an installment loan agreement with JP Morgan Chase Bank in the amount of \$5,311,319 for purposes of refinancing the District's 2006 Series B Water Revenue Bonds (through the California Statewide Communities Development Authority) that were originally used to finance certain capital improvements to the District's water system. Terms of the loan include semi-annual interest of 2.85% which is payable on October 1 and April 1. Principal payments commenced on October 1, 2018, maturing in fiscal year 2033.

Future remaining debt service payments are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 297,554	138,845	436,399
2021	303,284	130,283	433,567
2022	313,677	121,491	435,168
2023	323,617	112,410	436,027
2024	334,197	103,036	437,233
2025-2029	1,805,728	365,731	2,171,459
2030-2033	1,642,460	95,239	1,737,699
Total	5,020,517	<u>1,067,035</u>	<u>6,087,552</u>
Current	<u>(297,554)</u>		
Long-term	\$ <u>4,722,963</u>		

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(6) Other Post-employment Benefits (OPEB) Plan

General Information about the OPEB Plan

Plan Description

The District offers post-employment medical benefits to retired employees who satisfy the eligibility rules. Dependents are also eligible to receive benefits. Retirees may enroll in any plan available through the District's ACWA-JPIA (Association of California Water Agencies Joint Powers Insurance Authority) Medical Program.

Benefits Provided

To be eligible for retiree health benefits, an employee must retire from the District on or after age 55 with at least 15 years of continuous service. The District provides coverage of single-party medical and vision premiums for life and dental benefits until age 65. Employees hired after November 14, 2006 and before November 1, 2008, will receive 50% of the benefits coverage offered. Employees hired after November 1, 2008, are not eligible for post-employment health benefits.

Employees Covered by Benefit Terms

At June 30, the following employees were covered by the benefit terms:

	2019	2018
Active plan members	11	12
Retirees and beneficiaries receiving benefits	7	9
Separated plan members entitled to but not yet receiving benefits	-	-
Total Plan membership	18	21

Contributions

The Plan and its contribution requirements for eligible retired employees of the District are established and may be amended by the Board of Directors. The District pays 100% of its share of the cost of health and vision insurance for retirees and dental insurance up to age 65 under any group plan offered by ACWA-JPIA, subject to certain restrictions as determined by the District. The annual contribution is based on the actuarially determined contribution.

As of the fiscal years ended June 30, the contributions were as follows:

	2019	2018
Contributions – employer	\$ 40,360	44,364

As of June 30 2019 and 2018, employer pension contributions of \$40,360 and \$44,364 were recognized as a reduction of total OPEB liability in the fiscal years ended June 30, 2019 and 2018, respectively.

Total OPEB Liability

The District's total OPEB liability was measured as of June 30, 2019 and 2018, and the total OPEB liability used to calculate the total OPEB liability was determined by an actuarial valuation as of June 30, 2018 and 2017, respectively. Standard actuarial update procedures were used to project/discount from valuation to measurement dates.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(6) Other Post-employment Benefits (OPEB) Plan, continued

Actuarial Assumptions

The total OPEB liability was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.75 percent
Salary increases	2.75 percent
Discount rate	2019 - 3.80 percent 2018 - 3.50 percent
Healthcare cost trend rates	4.00 percent per year
Retirees' share of benefit-related costs	100 percent of projected health insurance premiums for retirees at age 55 with a minimum 15 years of service who were hired prior to November 15, 2006. 50 percent of projected health insurance premiums for retirees at age 55 with a minimum 15 years of service who were hired after November 14, 2006 and before November 1, 2008.

Discount Rate

The discount rate used to measure the total OPEB liability was 3.80 percent. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates.

Changes in the Total OPEB Liability

Changes in the total OPEB liability as of June 30, were as follows:

	June 30,	June 30,
	2019	2018
	<u> </u>	<u> </u>
Balance at beginning of year	\$ 2,405,733	2,338,373
Changes for the year:		
Service cost	45,696	44,473
Interest	91,126	81,573
Employer contributions	(61,033)	(58,686)
Assumption Changes	<u>(107,249)</u>	<u>-</u>
Net changes	<u>(31,460)</u>	<u>67,360</u>
Balance at end of year	<u>\$ 2,374,273</u>	<u>2,405,733</u>

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(6) Other Post-employment Benefits (OPEB) Plan, continued

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current discount rate:

At June 30, 2019, the discount rate comparison was the following:

	Discount Rate - 1% (2.80%)	Current Discount Rate (3.80%)	Discount Rate + 1% (4.80%)
District's Total OPEB liability \$	<u>2,746,133</u>	<u>2,374,273</u>	<u>2,068,496</u>

At June 30, 2018, the discount rate comparison was the following:

	Discount Rate - 1% (2.50%)	Current Discount Rate (3.50%)	Discount Rate + 1% (4.50%)
District's Total OPEB liability \$	<u>2,809,595</u>	<u>2,405,733</u>	<u>2,083,763</u>

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (3.00 percent decreasing to 2.00 percent) or 1-percentage-point higher (5.00 percent decreasing to 4.00 percent) than the current healthcare cost trend rates:

At June 30, 2019 the healthcare cost trend rate comparison was the following:

	1% Decrease (3.00% decreasing to 2.00%)	Healthcare Cost Trend Rates (4.00% decreasing to 3.00%)	1% Increase (5.00% decreasing to 4.00%)
District's Total OPEB liability \$	<u>2,051,927</u>	<u>2,374,273</u>	<u>2,761,643</u>

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(6) Other Post-employment Benefits (OPEB) Plan, continued

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates, continued

At June 30, 2018 the healthcare cost trend rate comparison was the following:

	1% Decrease (3.00%) decreasing to 2.00%)	Healthcare Cost Trend Rates (4.00% decreasing to 3.00%)	1% Increase (5.00% decreasing to 4.00%)
District's Total OPEB liability \$	2,089,893	2,405,733	2,788,576

For the fiscal years ended June 30, 2019 and 2018, the District recognized OPEB expense of \$75,457 and \$81,682, respectively.

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	June 30, 2019		June 30, 2018	
Description	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to the measurement date at June 30	\$ 40,360	-	44,364	-
Net changes in assumptions	-	(84,430)	-	-
Total	\$ 40,360	(84,430)	44,364	-

Schedule of Changes in the District's Total OPEB Liability and Related Ratios

See page 42 for the Required Supplementary Schedule.

(7) Defined Benefit Pension Plan

Plan Description

All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous Employee Pension Plan, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and the District's resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(7) Defined Benefit Pension Plan, continued

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

On September 12, 2012, the California Governor signed the California Public Employees' Pension Reform Act of 2013 (PEPRA) into law. PEPRA took effect January 1, 2013. The new legislation closed the District's CalPERS 2.0% at 60 (New Classic) Risk Pool Retirement Plan to new employee entrants effective December 31, 2012. Employees hired after January 1, 2013, and have not previously participated in a CalPERS plan are eligible for the District's CalPERS 2.0% at 62 Retirement Plan under PEPRA. New employees that have previously participated in the Classic Plan are eligible for the District's CalPERS 2.0% at 60 Retirement Plan.

The Plan's provisions and benefits in effect at June 30, 2019 are summarized as follows:

	Miscellaneous Plan		
	Classic	New Classic	PEPRA
		On or after August 14, 2010, and	
	Prior to August 14, 2010	prior to January 1, 2013	On or after January 1, 2013
Hire date			
Benefit formula	2.5% @ 55	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5 years of service	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	55 - 60	55 - 60	52 - 67
Monthly benefits, as a % of eligible compensation	2.0% to 2.5%	1.5% to 2.4%	1.0% to 2.5%
Required employee contribution rates	7.948%	6.912%	6.500%
Required employer contribution rates	11.419%	8.346%	7.266%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers to be determined on an annual basis by the actuary and shall be effective on the July 1, following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30, by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(7) Defined Benefit Pension Plan, continued

Contributions, continued

As of the fiscal year ended June 30, the contributions for the Plan were as follows:

	Miscellaneous Plan	
	2019	2018
Contributions – employer	\$ 610,791	516,408

Net Pension Liability

As of the fiscal year ended June 30, the District reported net pension liabilities for its proportionate share of the net pension liability of the Plan was as follows:

	Proportionate Share of Net Pension Liability	
	2019	2018
Miscellaneous Plan	\$ 3,708,081	3,917,927

The District’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2018 and 2017, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 and 2016, rolled forward to June 30, 2018 and 2017, using standard update procedures, respectively.

The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

The District’s change in the proportionate share of the pension liability for the District’s Plan as of the fiscal year ended June 30, were as follows:

	Miscellaneous Plan	
	2019	2018
Proportion – beginning of year	0.03951%	0.04102%
Proportion – end of year	0.03848%	0.03951%
Change – Increase (Decrease)	(0.00103%)	(0.00151%)

Deferred Pension Outflows (Inflows) of Resources

As of June 30, 2019 and 2018, the District recognized pension expense of \$788,831 and \$934,221, respectively.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(7) Defined Benefit Pension Plan, continued

Deferred Pension Outflows (Inflows) of Resources, continued

As of June 30, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>June 30, 2019</u>		<u>June 30, 2018</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to the measurement date	\$ 610,791	-	516,408	-
Net differences between actual and expected experience	93,857	-	-	(57,801)
Net changes in assumptions	319,125	-	497,110	-
Net differences between projected and actual earnings on plan investments	18,332	-	121,706	-
Net differences between actual contribution and proportionate share of contribution	215,807	-	217,977	-
Net adjustment due to differences in proportions of net pension liability	-	(124,569)	225,828	-
Total	<u>\$ 1,257,912</u>	<u>(124,569)</u>	<u>1,579,029</u>	<u>(57,801)</u>

As of June 30 2019 and 2018, employer pension contributions of \$610,791 and \$516,408, reported as deferred outflows of resources related to contributions subsequent to the measurement date will be and was recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2020 and 2019, respectively.

As of June 30, 2019, the District recognized other amounts reported by the Plan actuarial as deferred outflows of resources and deferred inflows of resources related to the pension liability. Pension related amounts will be recognized as pension expense as follows.

<u>Fiscal Year Ending June 30,</u>	<u>Deferred Net Outflows / (Inflows) of Resources</u>
2020	\$ 418,356
2021	280,571
2022	(154,120)
2023	(22,255)
2024	-
Thereafter	-

**Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018**

(7) Defined Benefit Pension Plan, continued

Actuarial Assumptions

The total pension liability in the June 30, 2018 and 2017, actuarial valuation report was determined using the following actuarial assumptions:

Valuation Date	June 30, 2017 and 2016
Measurement Date	June 30, 2018 and 2017
Actuarial cost method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial assumptions:	
Discount rate	7.15%
Inflation	2018 - 2.50%
	2017 - 2.75%
Salary increases	Varies by Entry Age and Service
Investment Rate of Return	7.50 % Net of Pension Plan Investment and Administrative Expenses; includes inflation
Mortality Rate Table*	Derived using CalPERS' Membership Data for all Funds
Period upon which actuarial Experience Survey assumption were based	2018 - 1997-2015 2017 - 1997-2011
Post Retirement Benefit	2018 - Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter 2017 - Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

* The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

Discount Rate

The discount rate used to measure the total pension liability was 7.15% for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the Plan, the amortization and smoothing periods recently adopted by CalPERS were utilized. The crossover test was performed for a miscellaneous agent plan and a safety agent plan selected as being more at risk of failing the crossover test and resulting in a discount rate that would be different from the long-term expected rate of return on pension investments.

Based on the testing of the plans, the tests revealed the assets would not run out. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability for the Plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(7) Defined Benefit Pension Plan, continued

Discount Rate, continued

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The tables below reflect the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation.

As of June 30, 2019 the target allocation and the long-term expected real rate of return by asset class were as follows:

<u>Asset Class</u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1-10*</u>	<u>Real Return Year 11+**</u>
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Sensitive	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	7.93%
Infrastructure and Forestland	0.0%	0.00%	0.00%
Liquidity	1.0%	0.00%	-0.92%
Total	<u>100%</u>		

* An expected inflation of 2.00% used for this period

** An expected inflation of 2.92% used for this period

As of June 30, 2018 the target allocation and the long-term expected real rate of return by asset class were as follows:

<u>Asset Class</u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1-10*</u>	<u>Real Return Year 11+**</u>
Global Equity	47.0%	4.90%	5.38%
Fixed Income	19.0%	0.80%	2.27%
Inflation Sensitive	6.0%	0.60%	1.39%
Private Equity	12.0%	6.60%	6.63%
Real Estate	11.0%	2.80%	5.21%
Infrastructure and Forestland	3.0%	3.90%	5.36%
Liquidity	2.00%	-0.40%	-0.90%
Total	<u>100%</u>		

* An expected inflation of 2.5% used for this period

** An expected inflation of 3.0% used for this period

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(7) Defined Benefit Pension Plan, continued

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following table presents the District's proportionate share of the net position liability for the Plan, calculated using the discount rate, as well as what the District's proportional share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

At June 30, 2019 the discount rate comparison was the following:

	Discount Rate – 1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate + 1% (8.15%)
District's Net pension liability	\$ 5,498,746	3,708,081	2,229,916

At June 30, 2018 the discount rate comparison was the following:

	Discount Rate – 1% (6.15%)	Prior Discount Rate (7.15%)	Discount Rate + 1% (8.15%)
District's Net pension liability	\$ 5,691,803	3,917,927	2,448,769

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports. See pages 43 and 44 for the Required Supplementary Schedules.

Payable to the Pension Plan

At June 30, 2019 and 2018, the District reported no payables for the outstanding amount of contribution to the pension plan, respectively.

(8) Net Investment in Capital Assets

Calculation of net investment in capital assets as of June 30 were as follows:

	2019	2018
Capital assets:		
Capital assets – not being depreciated	\$ 1,722,213	2,209,803
Capital assets, net – being depreciated	52,221,395	51,820,217
Current:		
Bonds payable	-	(245,000)
Loans payable	(599,969)	(293,447)
Non-current:		
Bonds payable	-	(4,876,279)
Loans payable	(15,450,134)	(11,029,586)
Total net investment in capital assets	\$ 37,893,505	37,585,708

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(9) Restricted Net Position

Calculation of restricted net position as of June 30 was as follows:

	2019	2018
Restricted – cash and cash equivalents	\$ 64,403	160,329
Restricted – rate stabilization	250,000	250,000
Total restricted net position	\$ 314,403	410,329

(10) Unrestricted Net Position

Unrestricted net position as of June 30 were categorized as follows:

	2019	2018
Non-spendable net position:		
Materials and supplies inventory	\$ 170,681	147,370
Water-in-storage inventory	19,628	26,484
Prepaid expenses and other deposits	-	27,373
Total non-spendable net position	190,309	201,227
Spendable net position are designated as follows:		
Unrestricted	4,629,683	2,481,150
Total spendable net position	4,629,683	2,481,150
Total unrestricted net position	\$ 4,819,992	2,682,377

(11) Adjustment to Net Position

Other Post-employment Benefits (OPEB) – GASB 75 Implementation

In fiscal year 2018, the District implemented GASB pronouncements 74 and 75 to recognize its total other post-employment benefits (OPEB) liability. As a result of the implementation, the District recognized the OPEB liability and recorded a prior period adjustment, a (decrease) to net position, of \$2,338,373 at July 1, 2017. The District recorded a prior period adjustment, an increase to net position, to reclassify from liabilities to net position, the prior year's OPEB liability, recognized in accordance with GASB 45, of \$881,815 and to reclassify from expense to deferred outflows, the prior year's employer OPEB expense of \$58,686 at July 1, 2017.

The adjustment to net position was as follows:

Net position at July 1, 2017, as previously stated	\$ 39,575,817
Effect of adjustment to pension related deferrals:	
Effect of adjustment to record total OPEB liability	(2,338,373)
Effect of adjustment to remove OPEB liability reported unde	881,815
Effect of adjustment to record deferred OPEB outflows	58,686
Total adjustment to net position	(1,397,872)
Net position at July 1, 2017, as restated	\$ 38,177,945

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(12) Deferred Compensation Savings Plan

For the benefit of its employees, the District participates in a 457 Deferred Compensation Program (Program). The purpose of this Program is to provide deferred compensation for public employees that elect to participate in the Program. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes.

Federal law requires deferred compensation assets to be held in trust with The Variable Annuity Life Insurance Company (VALIC) and Mass Mutual for the exclusive benefit of the participants. Accordingly, the District is in compliance with this legislation. Therefore, these assets are not the legal property of the District, and are not subject to claims of the District's general creditors. The total market value of all plan assets held in trust at June 30, 2019 and 2018, was \$2,051,795 and \$1,919,310, respectively.

The District has implemented GASB Statement No. 32, Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans. Since the District has little administrative involvement and does not perform the investing function for this plan, the assets and related liabilities are not shown on the statements of net position.

(13) Risk Management

The District is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District is a member of the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA), an intergovernmental risk sharing joint powers authority created to provide self-insurance programs for California water agencies. The purpose of the ACWA/JPIA is to arrange and administer programs of self-insured losses and to purchase excess insurance coverage.

At June 30, 2019, the District participates in the ACWA/JPIA pooled programs for liability, property, and workers' compensation programs as follows:

- General and auto liability, public officials and employees' errors and omissions: The ACWA/JPIAs total risk financing self-insurance limits of \$5,000,000 per occurrence. The ACWA/JPIA purchased additional excess coverage layers: \$55 million for general, auto and public officials liability, which increases the limits on the insurance coverage noted above.

In addition, the District also has the following insurance coverage:

- Crime coverage up to \$100,000 per loss includes public employee dishonesty, depositor's forgery or alteration, theft, computer and funds transfer fraud coverage's, subject to \$1,000 deductible per loss.
- Property loss is paid at the replacement cost for property on file, if replaced within two years after the loss, otherwise paid on an actual cash value basis, to a combined total of \$500 million per loss, subject to a \$2,500 deductible per loss. Mobile equipment and vehicles, on file, are paid on actual cost value basis at time of loss and subject to \$1,000 deductible per loss.
- Boiler and machinery coverage for the replacement cost up to \$100 million per occurrence, subject to various deductibles depending on the type of equipment, on file.
- Workers' compensation coverage up to California statutory limits for all work related injuries/illnesses covered by California law; a pooled self-insured limit of \$2,000,000. The ACWA/JPIA purchased additional excess coverage layer: \$2,000,000 employer's liability.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(13) Risk Management, continued

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years and there were no reductions in the District's insurance coverage during the years ending June 30, 2019, 2018 and 2017. Liabilities are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. Liabilities include an amount for claims that have been incurred but not reported (IBNR). There were no IBNR claims payable as of June 30, 2019, 2018, and 2017, respectively.

(14) Governmental Accounting Standards Board Statements Issued, Not Yet Effective

The Governmental Accounting Standards Board (GASB) has issued several pronouncements prior to June 30, 2019, that has effective dates that may impact future financial presentations.

Governmental Accounting Standards Board Statement No. 84

In January 2017, the GASB issued Statement No. 84 – *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported.

This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities.

This Statement describes four fiduciary funds that should be reported, if applicable: (1) pension (and other employee benefit) trust funds, (2) investment trust funds, (3) private-purpose trust funds, and (4) custodial funds. Custodial funds generally should report fiduciary activities that are not held in a trust or equivalent arrangement that meets specific criteria.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged.

Governmental Accounting Standards Board Statement No. 87

In June 2017, the GASB issued Statement No. 87 – *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged.

Governmental Accounting Standards Board Statement No. 89

In June 2018, the GASB issued Statement No. 89 – *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(14) Governmental Accounting Standards Board Statements Issued, Not Yet Effective, continued

Governmental Accounting Standards Board Statement No. 89, continued

This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5–22 of Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund.

This Statement also reiterates that in financial statements prepared using the current financial resources measurement focus, interest cost incurred before the end of a construction period should be recognized as an expenditure on a basis consistent with governmental fund accounting principles.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged. The requirements of this Statement should be applied prospectively.

Governmental Accounting Standards Board Statement No. 90

In August 2018, the GASB issued Statement No. 90 – *Majority Equity Interests—an amendment of GASB Statements No. 14 and No. 61*. The primary objectives of this Statement are to improve the consistency and comparability of reporting a government’s majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment if a government’s holding of the equity interest meets the definition of an investment. A majority equity interest that meets the definition of an investment should be measured using the equity method, unless it is held by a special-purpose government engaged only in fiduciary activities, a fiduciary fund, or an endowment (including permanent and term endowments) or permanent fund. Those governments and funds should measure the majority equity interest at fair value.

For all other holdings of a majority equity interest in a legally separate organization, a government should report the legally separate organization as a component unit, and the government or fund that holds the equity interest should report an asset related to the majority equity interest using the equity method. This Statement establishes that ownership of a majority equity interest in a legally separate organization results in the government being financially accountable for the legally separate organization and, therefore, the government should report that organization as a component unit.

This Statement also requires that a component unit in which a government has a 100 percent equity interest account for its assets, deferred outflows of resources, liabilities, and deferred inflows of resources at acquisition value at the date the government acquired a 100 percent equity interest in the component unit. Transactions presented in flows statements of the component unit in that circumstance should include only transactions that occurred subsequent to the acquisition.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged. The requirements should be applied retroactively, except for the provisions related to (1) reporting a majority equity interest in a component unit and (2) reporting a component unit if the government acquires a 100 percent equity interest. Those provisions should be applied on a prospective basis.

Coastside County Water District
Notes to the Basic Financial Statements, continued
For the Fiscal Years Ended June 30, 2019 and 2018

(14) Governmental Accounting Standards Board Statements Issued, Not Yet Effective, continued

Governmental Accounting Standards Board Statement No. 91

In May 2019, the GASB issued Statement No. 91 – *Conduit Debt Obligations*. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures.

This Statement also addresses arrangements—often characterized as leases—that are associated with conduit debt obligations. In those arrangements, capital assets are constructed or acquired with the proceeds of a conduit debt obligation and used by third-party obligors in the course of their activities. Payments from third-party obligors are intended to cover and coincide with debt service payments. During those arrangements, issuers retain the titles to the capital assets. Those titles may or may not pass to the obligors at the end of the arrangements.

This Statement requires issuers to disclose general information about their conduit debt obligations, organized by type of commitment, including the aggregate outstanding principal amount of the issuers' conduit debt obligations and a description of each type of commitment. Issuers that recognize liabilities related to supporting the debt service of conduit debt obligations also should disclose information about the amount recognized and how the liabilities changed during the reporting period.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2020. Earlier application is encouraged.

(15) Commitments and Contingencies

Construction Contracts

The District has a variety of agreements with private parties relating to the installation, improvement or modification of water and wastewater facilities and distribution systems within its service area. The financing of such construction contracts is being provided primarily from the District's replacement reserves and capital contributions.

Litigation

In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

(16) Subsequent Events

Events occurring after June 30, 2019, have been evaluated for possible adjustment to the financial statements or disclosure as of January 14, 2020, which is the date the financial statements were available to be issued.

Required Supplementary Information

Final Draft Subject to Board Approval

Final Draft Subject to Board Approval

Coastside County Water District
Schedule of Changes in the District Total OPEB Liability and Related Ratios
As of June 30, 2019
Last Ten Years*

	2019	2018
Total OPEB Liability		
Service cost	\$ 45,696	44,473
Interest	91,126	81,573
Employer contributions	(61,033)	(58,686)
Assumption Changes	(107,249)	-
Net change in total OPEB liability	(31,460)	67,360
Total OPEB liability – beginning	2,405,733	2,338,373
Total OPEB liability – ending	\$ 2,374,273	2,405,733
Covered employee payroll	\$ 1,990,577	1,939,509
Total OPEB liability as a percentage of covered payroll	83.84%	80.62%

Notes:

* Historical information presented above follows the measurement periods for which GASB 74 & 75 were applicable. The fiscal year ended June 30, 2018, (valuation and measurement dates as of June 30, 2017) was the first year of implementation required by GASB 74 & 75; therefore only two years are shown.

Final Draft Subject to Board Approval

Coastside County Water District
District's Proportionate Share of the Net Pension Liability
As of June 30, 2019
Last Ten Years*

<u>Description</u>	<u>Measurement Date</u>				
	<u>6/30/2018</u>	<u>6/30/2017</u>	<u>6/30/2016</u>	<u>6/30/2015</u>	<u>6/30/2014</u>
District's Proportion of the Net Pension Liability	0.03848%	0.03951%	0.04102%	0.04484%	0.04212%
District's Proportionate Share of the Net Pension Liability	\$ 3,708,081	3,917,927	3,917,927	3,077,582	2,620,900
District's Covered Payroll	\$ 1,990,577	1,939,509	1,885,311	1,689,259	1,562,529
District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	186.28%	202.01%	207.81%	182.19%	167.73%
District's Fiduciary Net Position as a Percentage of the District's Total Pension Liability	71.99%	69.62%	69.14%	71.67%	76.34%

Notes:

Changes in Benefit Terms – For the measurement date June 30, 2018, there were no changes in the benefit terms.

Changes of Assumptions – For the measurement date June 30, 2018, the discount rate remained at 7.15% percent.

* Historical information presented above follows the measurement periods for which GASB 68 & 71 were applicable. The fiscal year ended June 30, 2015, was the first year of implementation required by GASB 68 & 71; therefore only five years are shown.

**Coastside County Water District
Schedules of Pension Plan Contributions
As of June 30, 2019
Last Ten Years***

<u>Schedule of Pension Plan Contributions:</u>	<u>Fiscal Year</u>				
	<u>6/30/2019</u>	<u>6/30/2018</u>	<u>6/30/2017</u>	<u>6/30/2016</u>	<u>6/30/2015</u>
Actuarially Determined Contribution	\$ 591,439	537,586	489,709	451,848	389,014
Contribution's in Relation to the Actuarially Determined Contribution	(610,791)	(516,408)	(490,718)	(461,241)	(415,861)
Contribution Deficiency (Excess)	\$ (19,352)	21,178	(1,009)	(9,393)	(26,847)
Covered Payroll	\$ 1,990,577	1,939,509	1,885,311	1,689,259	1,562,529
Contribution's as a percentage of Covered Payroll	29.71%	27.72%	25.97%	26.75%	24.90%

Notes:

* Historical information presented above follows the measurement periods for which GASB 68 & 71 were applicable. The fiscal year ended June 30, 2015, was the first year of implementation required by GASB 68 & 71; therefore, only five years are shown.

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Report on Internal Controls and Compliance

Final Draft Subject to Board Approval

Final Draft Subject to Board Approval

**Independent Auditor’s Report on Internal Controls Over Financial Reporting
And on Compliance and Other Matters Based on Audits of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Directors
Coastside County Water District
Half Moon Bay, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Coastside County Water District (District) as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprises the District’s basic financial statements, and have issued our report thereon dated January 14, 2020.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the District’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Independent Auditor's Report on Internal Controls Over Financial Reporting
And on Compliance and Other Matters Based on Audits of Financial Statements
Performed in Accordance with *Government Auditing Standards*, (continued)**

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Fedak & Brown LLP
Cypress, California
January 14, 2020

Final Draft Subject to Board Approval

Coastside County Water District

Management Report

June 30, 2019

Final Draft for Presentation

Coastside County Water District

Management Report

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Final Draft for Presentation

Board of Directors
Coastside County Water District
Half Moon Bay, California

Dear Members of the Board:

In planning and performing our audit of the financial statements of Coastside County Water District (District) as of and for the year ended June 30, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited period described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weakness. Given these limitations during our audit we did not identify any deficiencies in internal control to be material weaknesses. However, material weaknesses may exist that have not been identified.

Summary of Current Year Comments and Recommendations

Our comments, all of which have been discussed with the appropriate members of management, are summarized as follows:

Disclosure of Audit Adjustments and Reclassifications

As your external auditor, we assume that the books and records of the District are properly adjusted before the audit begins. In many cases, however, audit adjustments and reclassifications are made in the normal course of the audit process to present the District's financial statements in conformity with accounting principles generally accepted in the United States of America or for comparison purposes with the prior year. For the Board of Directors to gain a full and complete understanding and appreciation of the scope and extent of the audit process we have presented these audit adjustments and reclassifications as an attachment to this letter. There can be very reasonable explanations for situations of having numerous adjustments as well as having no adjustments at all. However, the issue is simply disclosure of the adjustments and reclassifications that were made and to provide the Board of Directors with a better understanding of the scope of the audit.

Management's Response

We have reviewed and approved all of the audit adjustment and reclassification entries and have entered them into the general ledger of the District as of June 30, 2019.

Summary of Prior Year Comments and Recommendations

Disclosure of Audit Adjustments and Reclassifications

As your external auditor, we assume that the books and records of the District are properly adjusted before the audit begins. In many cases, however, audit adjustments and reclassifications are made in the normal course of the audit process to present the District's financial statements in conformity with accounting principles generally accepted in the United States of America or for comparison purposes with the prior year. For the Board of Directors to gain a full and complete understanding and appreciation of the scope and extent of the audit process we have presented these audit adjustments and reclassifications as an attachment to this letter. There can be very reasonable explanations for situations of having numerous adjustments as well as having no adjustments at all. However, the issue is simply disclosure of the adjustments and reclassifications that were made and to provide the Board of Directors with a better understanding of the scope of the audit.

Management's Response

We have reviewed and approved all of the audit adjustment and reclassification entries and have entered them into the general ledger of the District as of June 30, 2018.

This report is intended solely for the information and use of management and the Board of Directors of the District. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

We appreciate the courtesy and cooperation extended to us during our examination. We would be pleased to discuss the contents of this letter with you at your convenience. Please do not hesitate to contact us.

Fedak & Brown LLP
Cypress, California
January 14, 2020

Final Draft for Presentation

APPENDIX

Coastside County Water District

Audit/Finance Committee Letter

June 30, 2019

Final Draft for Presentation

Board of Directors
Coastside County Water District
Half Moon Bay, California

We have audited the financial statements of the business-type activities, of the Coastside County Water District (District) for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated March 26, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the basic financial statements.

We noted no transactions entered into by the District during fiscal year 2019 for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates play an integral part in the preparation of basic financial statements by management and are based upon management's knowledge, experience and current judgments about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the basic financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the position in the basic financial statements are:

Management's estimate of capital assets depreciation is based on historical estimates of each capitalized item's useful life expectancy or cost recovery period. We evaluated the key factors and assumptions used to develop the capital asset depreciation calculations in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the other post-employment benefits (OPEB) plan: deferred outflows of resources, total OPEB liability, and deferred inflows of resources are based on the alternative measurement method to determine the liability balance. This alternative measurement method was determined and prepared by the District's third-party actuary. We evaluated the basis, methods and assumptions used by the actuary to calculate the annual required contribution for the District to determine that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the defined benefit pension plan's deferred outflows of resources, net pension liability, and deferred inflows of resources are based on an actuarial evaluation of these amounts which was conducted by a third-party actuary. We evaluated the basis, actuarial methods and assumptions used by the actuary to calculate these amounts for the District to determine that it is reasonable in relation to the financial statements taken as a whole.

Significant Audit Matters, continued

Qualitative Aspects of Accounting Practices, continued

The disclosures in the basic financial statements are neutral, consistent and clear. Certain basic financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the basic financial statements are:

The disclosure of capital assets, net in Note 3 to the basic financial statements is based on historical information which could differ from actual useful lives of each capitalized item.

The disclosure of the District's other post-employment benefits plan, in Note 6 to the basic financial statements is based on information which could differ from those in future periods.

The disclosure of the District's defined benefit pension plan, in Note 7 to the basic financial statements is based on actuarial assumptions which could differ from actual costs.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional Standards require us to accumulate all known and likely misstatements identified during the audit, except those that are considered trivial, and communicate them to the appropriate level of management. (See Page 4)

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction that could be significant to the basic financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit of the District.

Management Representations

We have requested certain representations from management that are included in the Management Representational Letter to the Auditor dated January 14, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves the application of an accounting principal to the District's basic financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Conclusion

We appreciate the cooperation extended to us by David Dickson, General Manager, and Mary Rogren, Assistant General Manager, in the performance of our audit testwork.

We will be pleased to respond to any question you have about the foregoing. We appreciate the opportunity to continue to be of service to the District.

This report is intended solely for the information and use of the Board of Directors and management and is not intended to be and should not be used by anyone other than the specified, parties. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

Fedak & Brown LLP

Cypress, California

January 14, 2020

Final Draft for Presentation

**Coastside County Water District
Schedule of Adjusting Journal Entries
June 30, 2019**

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 1			
GASB 68 Entry #1 - To reclassify 2018 contributions to NPL at June 30, 2019.			
1-2542-0000	Net Pension Liability	\$ 516,408.00	
1-1450-0000	Deferred Outflows - Pension		516,408.00
Total		<u>516,408.00</u>	<u>516,408.00</u>
Adjusting Journal Entries JE # 2			
GASB 68 Entry #2 - To reclassify 2019 contributions to Deferred Outflows of Resources at June 30, 2019.			
1-1450-0000	Deferred Outflows - Pension	610,791.00	
1-5441-00	GASB 68 Contra Contributions		280,964.00
1-5441-01	GASB 68 Contra Contributions		116,050.00
1-5441-02	GASB 68 Contra Contributions		213,777.00
Total		<u>610,791.00</u>	<u>610,791.00</u>
Adjusting Journal Entries JE # 3			
GASB 68 Entry #3 - To record changes in pension liability during FY17/18 at June 30, 2019.			
1-1450-0000	Deferred Outflows - Pension	153,419.00	
1-1450-0000	Deferred Outflows - Pension	183,642.00	
1-2560-0000	Deferred Inflows - Pension	225,828.00	
1-2560-0000	Deferred Inflows - Pension	57,801.00	
1-5442-00	GASB 68 CY (Income) Expense	185,109.00	
1-5442-01	GASB 68 CY (Income) Expense	76,459.00	
1-5442-02	GASB 68 CY (Income) Expense	140,843.00	
1-1450-0000	Deferred Outflows - Pension		62,864.00
1-1450-0000	Deferred Outflows - Pension		225,828.00
1-1450-0000	Deferred Outflows - Pension		57,801.00
1-1450-0000	Deferred Outflows - Pension		111,279.00
1-2542-0000	Net Pension Liability		306,562.00
1-2560-0000	Deferred Inflows - Pension		258,767.00
Total		<u>1,023,101.00</u>	<u>1,023,101.00</u>
Adjusting Journal Entries JE # 4			
GASB 68 Entry #4 - To record changes in the deferred outflows and deferred inflows (amortization) during FY17/18 at June 30, 2019.			
1-1450-0000	Deferred Outflows - Pension	7,905.00	
1-5442-00	GASB 68 CY (Income) Expense	177,753.00	
1-5442-01	GASB 68 CY (Income) Expense	73,419.00	
1-5442-02	GASB 68 CY (Income) Expense	135,247.00	
1-1450-0000	Deferred Outflows - Pension		115,121.00
1-1450-0000	Deferred Outflows - Pension		155,589.00
1-1450-0000	Deferred Outflows - Pension		31,984.00
1-2560-0000	Deferred Inflows - Pension		91,630.00
Total		<u>\$ 394,324.00</u>	<u>394,324.00</u>

**Coastside County Water District
Schedule of Adjusting Journal Entries, continued
June 30, 2019**

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 5			
GASB 75 Entry #1 - To record deferred inflows related to changes in assumptions at June 30, 2019.			
1-5452-00	GASB 75 CY (Income) Expense Contra	\$ 49,335.00	
1-5452-01	GASB 75 CY (Income) Expense Contra - Pumping	20,377.00	
1-5452-02	GASB 75 CY (Income) Expense Contra - T&S	37,537.00	
1-2570-0000	Deferred Inflows - OPEB		107,249.00
Total		107,249.00	107,249.00
Adjusting Journal Entries JE # 6			
GASB 75 Entry #1 - To record amortization of deferred inflows related to changes in assumptions at June 30, 2019.			
1-2570-0000	Deferred Inflows - OPEB	22,819.00	
1-5452-00	GASB 75 CY (Income) Expense Contra		10,496.00
1-5452-01	GASB 75 CY (Income) Expense Contra - Pumping		4,336.00
1-5452-02	GASB 75 CY (Income) Expense Contra - T&S		7,987.00
Total		22,819.00	22,819.00
Adjusting Journal Entries JE # 7			
CPE - To adjust allocation entry posted at June 30, 2019.			
1-5436-02	Retiree Medical Insurance-Trans & Distribution	14,289.41	
1-5440-02	Employees Retirement Plan-Trans & Distribution		14,289.41
Total		\$ 14,289.41	14,289.41
Total Adjusting Journal Entries		\$ 2,688,981.41	2,688,981.41

Legend:

AJE	Audit Adjusting Entry
GASB 68 Entry	GASB 68 year five implementation adjusting journal entry
GASB 75 Entry	GASB 75 year two implementation adjusting journal entry

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: January 14, 2020

Report

Date: January 10, 2020

Subject: Quarterly Financial Review

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first six months of Fiscal Year 2019-2020. Key highlights include:

- Year-to-date total revenue is \$387,000 above budget due to:
 - \$237,000 - Change in timing of ERAF payments to earlier in the fiscal year
 - \$ 80,000 - Higher county tax receipts than plan
 - \$ 58,000 - Additional LAIF interest income
 - \$ 12,000 - Other

Note that Operating Revenues from water sales are within .1% of the budget.

- Year-to-date total expenses are \$197,000 or 3.5% below budget. Key cost savings include:
 - \$89,000 savings in water purchases from SFPUC due to utilizing our local source water including Denniston and the Pilarcitos wells.
 - \$35,000 savings in electricity costs at Crystal Springs Pump Station due to using local source water.
 - \$112,000 personnel-related cost savings due to the part-time schedule of the former General Manager from July-October 2019 (and who retired in October 2019) and other position vacancies.
 - \$84,000 savings in the Employee Retirement expenses due to a (one time) reduction in the required payment to CalPERS for the annual contribution to our unfunded liability.

The above cost savings were partially offset by the following:

- (\$89,000) in maintenance expenses primarily reflecting timing of dredging and pump repairs at Denniston as well as the timing of refurbishment of Pilarcitos wells.
- (\$34,000) in vehicle related expenses primarily due purchases of safety related equipment and repairs of District vehicles.

STAFF REPORT

Agenda: January 14, 2020

Subject: Quarterly Financial Review

Page Two

Capital Improved Projects

For the first six months of the 2019-2020 Fiscal Year, the District spent \$3,100,000 in CIP with another \$900,000 already committed and in process.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
For Six Months Ending December 31, 2019

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	6,998,700.00	6,982,306.52	(16,393.48)	-0.2%
1-0-4170-00	Water Taken From Hydrants	25,000.00	37,328.45	12,328.45	49.3%
TOTAL OPERATING REVENUE		7,023,700.00	7,019,634.97	(4,065.03)	-0.1%
NON-OPERATING REVENUE					
1-0-4180-00	Late Notice -10% Penalty	30,000.00	46,803.28	16,803.28	56.0%
1-0-4230-00	Service Connections	5,000.00	8,708.40	3,708.40	74.2%
1-0-4920-00	Interest Earned	3,135.00	61,631.42	58,496.42	1865.9%
1-0-4930-00	Tax Apportionments/Cnty Checks	415,000.00	494,670.95	79,670.95	0.0%
1-0-4950-00	Miscellaneous Income	12,500.00	1,951.00	(10,549.00)	-84.4%
1-0-4955-00	Cell Site Lease Income	85,650.00	91,417.48	5,767.48	6.7%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	236,975.79	236,975.79	0.0%
TOTAL NON-OPERATING REVENUE		551,285.00	942,158.32	390,873.32	70.9%
TOTAL REVENUES		7,574,985.00	7,961,793.29	386,808.29	5.1%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	1,335,000.00	1,246,337.07	88,662.93	6.6%
1-1-5230-00	Pump Exp, Nunes T P	22,630.00	20,021.19	2,608.81	11.5%
1-1-5231-00	Pump Exp, CSP Pump Station	235,000.00	200,280.55	34,719.45	14.8%
1-1-5232-00	Pump Exp, Trans. & Dist.	14,292.00	8,372.84	5,919.16	41.4%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	13,000.00	8,836.31	4,163.69	32.0%
1-1-5234-00	Pump Exp. Denniston	71,000.00	63,135.26	7,864.74	11.1%
1-1-5242-00	CSP Pump Station Operations	5,562.00	9,648.38	(4,086.38)	-73.5%
1-1-5243-00	CSP Pump Station Maintenance	18,500.00	23,589.23	(5,089.23)	-27.5%
1-1-5246-00	Nunes T P Operations	40,482.00	41,957.18	(1,475.18)	-3.6%
1-1-5247-00	Nunes T P Maintenance	61,200.00	43,472.92	17,727.08	29.0%
1-1-5248-00	Denniston T.P. Operations	24,499.00	25,562.16	(1,063.16)	-4.3%
1-1-5249-00	Denniston T.P. Maintenance	52,000.00	99,566.76	(47,566.76)	-91.5%
1-1-5250-00	Laboratory Services	37,500.00	28,385.02	9,114.98	24.3%
1-1-5260-00	Maintenance -General	150,000.00	183,343.34	(33,343.34)	-22.2%
1-1-5261-00	Maintenance -Well Fields	20,000.00	40,359.12	(20,359.12)	-101.8%
1-1-5263-00	Uniforms	6,000.00	5,229.92	770.08	12.8%
1-1-5318-00	Studies/Surveys/Consulting	60,000.00	26,600.74	33,399.26	55.7%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5321-00	Water Resources	13,100.00	2,796.16	10,303.84	78.7%
1-1-5322-00	Community Outreach	8,000.00	5,777.49	2,222.51	27.8%
1-1-5381-00	Legal	50,000.00	49,976.70	23.30	0.0%
1-1-5382-00	Engineering	31,000.00	87,321.66	(56,321.66)	-181.7%
1-1-5383-00	Financial Services	16,000.00	7,810.00	8,190.00	51.2%
1-1-5384-00	Computer Services	82,000.00	85,173.61	(3,173.61)	-3.9%
1-1-5410-00	Salaries/Wages-Administration	584,000.00	502,998.42	81,001.58	13.9%
1-1-5411-00	Salaries & Wages -Field	734,500.00	709,605.06	24,894.94	3.4%
1-1-5420-00	Payroll Tax Expense	91,700.00	88,917.29	2,782.71	3.0%
1-1-5435-00	Employee Medical Insurance	231,013.00	230,981.69	31.31	0.0%
1-1-5436-00	Retiree Medical Insurance	26,400.00	23,192.64	3,207.36	12.1%
1-1-5440-00	Employees Retirement Plan	309,661.00	226,020.71	83,640.29	27.0%
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.0%
1-1-5510-00	Motor Vehicle Expense	30,000.00	63,655.70	(33,655.70)	-112.2%
1-1-5620-00	Office Supplies & Expense	131,610.00	141,579.21	(9,969.21)	-7.6%
1-1-5625-00	Meetings / Training / Seminars	13,500.00	13,254.58	245.42	1.8%
1-1-5630-00	Insurance	68,499.00	81,068.92	(12,569.92)	-18.4%
1-1-5687-00	Membership, Dues, Subscript.	45,000.00	50,440.20	(5,440.20)	-12.1%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	3,000.00	0.00	3,000.00	100.0%
1-1-5700-00	San Mateo County Fees	9,000.00	7,579.92	1,420.08	15.8%
1-1-5705-00	State Fees	30,000.00	27,484.15	2,515.85	8.4%
TOTAL OPERATING EXPENSES		4,674,648.00	4,480,332.10	194,315.90	4.2%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Svc/Existing Bonds 2006B	371,603.00	0.00	371,603.00	0.0%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	266,638.00	266,638.02	(0.02)	0.0%
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	233,204.00	233,204.09	(0.09)	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	0.00	369,096.36	(369,096.36)	
TOTAL CAPITAL ACCOUNTS		871,445.00	868,938.47	2,506.53	0.3%
TOTAL EXPENSES		5,546,093.00	5,349,270.57	196,822.43	3.5%
CONTRIBUTION TO CIP/RESERVES		2,028,892.00	2,612,522.72		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: January 14, 2020

Report Date: January 8, 2020

Subject: Fiscal Year 2020-2021 Budget Process Timeline

Recommendation:

None. Information only.

Background:

The attached Budget Process Timeline lays out the proposed schedule for presentation and consideration of the Fiscal Year 2020-2021 Budget. Key timeline milestones follow the pattern established over the last several budget cycles, culminating in the public hearing on the budget scheduled for the June 9, 2020 Regular Board of Directors Meeting.

Staff will review the budget process and answer any questions the Board may have about the budget process.

Fiscal Impact:

None.

Coastside County Water District
BUDGET (CIP and O&M) PROCESS TIMELINE
Fiscal Year 2020-2021 and Fiscal Year 2021-2022

Description	Date
Finance Committee – Introduction to Budget Process / Timeline Rate Study Update / Overview SB998	November 25, 2019
Present Budget Timeline for Board Review / Approve Rate Study	December 10, 2019 Regular Board Meeting
Staff Internal Budget Review – Distribute O&M Budget Worksheets	Week of December 16, 2019
Present any revisions to Budget Timeline / Process	January 14, 2020 Regular Board Meeting
Facilities Committee Meeting – Review Draft CIP Budget	January 15, 2020 2:00 p.m.
Staff Internal Budget Review – Worksheets Due/Review CIP Budget	January 20, 2020
Finance Committee Meeting – Review Draft O&M Budget & CIP	January 29, 2020 3:00 p.m.
Facilities Committee Meeting – Review Draft CIP Budget	Proposed: Week of February 3 – 7 2020
Present “Draft” O&M Budget and CIP to Board of Directors at Board Meeting	February 11, 2020 Regular Board Meeting
Present “Draft” O&M Budget, CIP, and Financing Plan to Board of Directors at Board Meeting / Raftelis Workshop with Board	March 10, 2020 Regular Board Meeting (TBD)
Customer Outreach – Website – Post Draft Budget and Finance Plan FY 2019	March 16 - 20 2020
Customer Outreach – E-Newsletter – Shared with Facebook and Twitter Message: Public Meeting Schedule for Budget –Links to Operations Budget and CIP	March 20 - 31 2020
Present “Draft” O&M Budgets for FY2020-2021 and FY2021-2022, CIP, and Financing Plan for work plan session with the Board Approve Notice of Public Hearing (Prop. 218)	April 14, 2020 Regular Board Meeting
Mail Notice of Rate Increase (Prop 218) – Minimum 45-Day Notice Before Public Hearing and post Notice on Bulletin Board	April 17, 2020
Present “Draft” O&M Budgets for FY 2020-2021 and FY 2021-2022, CIP, Financing Plan, and Cost of Service and Rate Study to Board of Directors at Board Meeting	May 12, 2020 Regular Board Meeting

Prop 218 Notice Published in the Half Moon Bay Review	May 20 & May 27, 2020
Customer Outreach – E-Newsletter Message: Understanding Budget and Proposed Rate Increase	May 18 through May 22, 2020
Public Hearing - Approve O&M Budget and CIP – Approve Rate Adjustments for FY2018-2019 and FY2019-2020	June 9, 2020 – 7:00 p.m. Regular Board Meeting / Public Hearing
New Rates Effective	July 1, 2020

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: January 14, 2020

Subject: Review of Coastside County Water District Board Committees and composition of Committees

Recommendation:

Consider appointments of Board members to serve on District Committees and as District representatives to external organizations and associations. Past practice has established that the President of the Board makes the appointments to committees and designates who will serve as the District representative to external agencies, except for the Bay Area Water Supply & Conservation Agency (BAWSCA) representative, who must be appointed by CCWD Board action. A copy of the current list of Board Committees is attached.

Background:

The purpose of the District's Committees is to assist the Board with issues and decisions and provide recommendations pertaining to a variety of areas, including Finance, Water Quality, Human Resources, Water Resources and District Facilities. Each of the committees is comprised of two Board members with interest in the specific subject matter.

Each of the Committees has a particular charge or set of tasks to address. Standing Committees do their assigned work on a continuing basis. Committees meet as needed rather than on an established regular schedule. The District notices and conducts all Standing Committee meetings in accordance with Brown Act public meeting requirements.

The Board President and the Board may also form temporary Advisory Committees focused on a specific task or objective. An Advisory Committee dissolves after the completion of the task or achievement of the objectives.

Past District practice has established that committee appointments are the prerogative of the Board President. The paragraphs below provide additional detail on the District's Committees.

Coastside County Water District Standing Committees

Finance Committee

The Finance Committee is responsible for reviewing and providing recommendations regarding the annual Operations and Maintenance and Capital Improvement Program budgets, and annual financial audits, as well as financial performance oversight. This Committee is also responsible for the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) related matters.

Human Resources (Personnel & Recruitment) Committee

The development and review of the General Manager’s Performance Plan is the responsibility of this Committee and includes meeting to discuss the mid-term and the annual performance evaluations, as well as preparation of the evaluation report to be approved by the Board. This Committee also reviews changes to staff position descriptions, revisions and additions to the District’s personnel manual, and recruitment for vacant staff positions when necessary.

District Facilities Committee

This Committee oversees the development and implementation of the annual Capital Improvement Program. The Committee also reviews the Capital Improvement Program budget and schedule and presents recommendations to the Finance Committee. This Committee is also involved in the Denniston Restoration Project.

Coastside County Water District Advisory Committees

Montara Water & Sanitary District (MWSD) Mutual Interest Committee

This Committee meets with members of the Montara Water & Sanitary District (MWSD) Committee to develop goals in areas of mutual interest to both Districts.

Recycled Water Committee

This Committee meets with representatives from the Sewer Authority Mid-Coastside (SAM) and its member agencies to discuss potential recycled water opportunities for the Coastside.

Strategic Planning Committee

This Committee was created at the June 11, 2019 CCWD Board of Directors meeting under the direction of President Coverdell. The purpose of this Committee is to focus on the District’s planning priorities and follow up action in connection with the March 2017 Priority Setting Workshop.

Coastside County Water District External Organization Representatives

In addition to the District’s Standing and Advisory Committees, Board members may also serve as representatives to several external organizations, including the following:

Association of California Water Agencies (ACWA)

ACWA is the largest statewide coalition of public water agencies in the country. It is a leader on California water issues and a respected voice for its members in both Sacramento and Washington, D.C. ACWA’s 450 public agency members are responsible for 90% of the water delivered to communities, farms, and businesses in California. ACWA plays an active role in

managing the states' water resources and promoting investments in water use efficiency, water recycling, ground management and desalination. ACWA's membership is organized into ten geographic regions. The regions provide a structure in which members can discuss issues of mutual concern, and based on that interaction, provide representative input to the ACWA Board. The District's ACWA representative typically attends the annual Spring and Fall Conferences and is eligible to vote as the District's voting designee in ACWA elections. A District Board Member may also serve as an ACWA Region 5 Director.

Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) - ACWA/JPIA provides liability coverages tailored to the unique needs of California Water Agencies. The District obtains its property, liability and worker's compensation coverage from the JPIA. As a member of the JPIA, the District names one of its directors and at least one alternate to sit on the ACWA/JPIA Board of Directors. The designated representative is able to vote at conferences. If the designated Director cannot attend a conference, then the alternate Director is allowed to vote in his/her absence. The designated Board member's term coincides with their term on the CCWD Board.

California Special District Association (CSDA)

CSDA was formed in 1969 to provide active representation at the State Capitol for its nearly 900 members, made up of independent special districts, including irrigation, water, parks and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare and community service districts. CSDA pursues statewide policy legislation of benefit to special districts and provides advocacy, training, information, and financial services to help strengthen and increase the efficiency of special district operations. The agency is governed by a 19-member Board of Directors representing 6 regions throughout California. The District designates a CSDA representative to receive information and updates from CSDA.

Bay Area Water Supply & Conservation Agency (BAWSCA)

BAWSCA was created on May 27, 2003 to represent the interests of the cities and water districts, and two private utilities located in Alameda, Santa Clara and San Mateo Counties that purchase water on a wholesale basis from the San Francisco Regional Water System. BAWSCA's goals are to ensure a reliable supply of high quality water at a fair price. The agency is governed by a 27-member Board of Directors comprised of representatives from all BAWSCA agencies. The District's BAWSCA representative must be appointed by Coastside County Water District Board action. The CCWD Board appointed Director Mickelsen in June of 2013 and again in 2017 to serve as the BAWSCA representative for the current term through June 30, 2021.

Local Agency Formation Commission (LAFCo)

LAFCo is a state-mandated, independent agency with countywide jurisdiction over changes in organization and boundaries of cities and special districts, including annexations, detachments, incorporations and formations. The District annually designates a Board member and an alternate to represent the District for the purposes of participation in the LAFCo election of officers.

COASTSIDE COUNTY WATER DISTRICT BOARD COMMITTEES

Updated: June 12, 2019

<u>Standing Committees</u>	<u>Directors</u>
Finance Committee	Coverdell, Feldman
Human Resources Committee	Feldman, Mickelsen
District Facilities Committee	Larimer, Reynolds

<u>Advisory Committees</u>	<u>Directors</u>
Montara Water & Sanitary District (MWSD) Mutual Interest Committee	Feldman, Mickelsen
Recycled Water Committee	Larimer, Reynolds
Strategic Planning Committee	Coverdell, Reynolds

<u>External Organizations</u>	<u>Directors</u>
Association of California Water Agencies (ACWA)	Reynolds
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Reynolds
California Special District Association (CSDA)	Feldman
Bay Area Water Supply & Conservation Agency (BAWSCA) – 4 year term – June 2017 to June 30, 2021	Mickelsen
Local Agency Formation Commission (LAFCo))	Board President *

** All other Directors are designated as alternates for the purpose of participation in LAFCo's election of officers*

STAFF REPORT

To: Coastside County Water District Board of Directors
From: Mary Rogren, General Manager
Agenda: January 14, 2020
Subject: Appointment of CCWD Board Member Representative Alternate(s) to participate in San Mateo Local Agency Formation Commission (LAFCo) election of officers

Recommendation:

Appoint CCWD Board Member Representative alternate(s) to participate in San Mateo Local Agency Formation Commission (LAFCo) election of officers.

Background:

The Local Agency Formation Commission (LAFCo) is a state mandated, independent agency with countywide jurisdiction over changes in organization and boundaries of cities and special districts, including annexations, detachments, incorporations and formations. The Commission is comprised of two county supervisor members appointed by the Board of Supervisors, two city council members appointed by the City Selection Committee, two special district members selected by the Special Districts Selection Committee (comprised of the presiding officers of the independent special districts) and one public member appointed by the six members of the Commission.

Pursuant to Government Code Section 56332, the Independent Special District Selection Committee shall consist of the Presiding Officer/President of the legislative body of each of the independent special districts. The legislative body of the district may appoint one of its board members to attend and vote in the presiding officer's place if the presiding officer will not be present at the meeting. (Government Code Section 56332(b)). Since only the District's Board President or a Board appointed alternate member may vote in LAFCo's election of officers, LAFCo recommends that standing voting representatives and alternates by referenced by name, in case a special district selection committee is called due to a vacancy and the District's presiding officer is not able to attend the meeting.

Past practice of the District has been to revisit this particular item on an agenda of each new year and appoint the alternate representatives in succession by naming the Vice-President, followed by Board members in order of seniority. Staff notifies LAFCo of the appointments by forwarding a copy of the approved minutes.

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: January 14, 2020
Report
Date: January 8, 2020

Monthly Highlights

- Nunes WTP sludge scraper in sedimentation basin had an electrical short and is now rewired with new motor installed
- Installed new hydrants at 21 Sunrise Court and 280 Shelter Cove Drive
- Main break at Burning Tree Road
- P1 at Crystal Springs Pump (CSP) station had a short in the terminal box, new lugs/connectors are now installed
- Replaced center vent screen on Cahill tank
- Replaced pressure relief valves on air compressors at CSP
- Denniston Water Treatment Plant Contact Clarifier lower access hatches ordered
- Treatment staff ran Nunes Water Treatment Plant for a 10 day stretch on Pilarcitos well water only with Denniston online
- Denniston filter aid chase water pump installed by staff

Sources of Supply

- **December Sources:**
 - Denniston Reservoir and Wells/Pilarcitos Wells and Crystal Springs Pump Station

Projects

- New SCADA for Denniston WTP is running parallel for testing, Calcon is working on Main Street, Nunes and Crystal Springs SCADA
- Stone Dam Pipeline Project is moving along weather permitting. (~2000' of the 2600' installed to date)
- Casa Del Mar PRV Project is near completion
- EKI continues to make progress on the Grandview and Pine Willow Oak main replacement projects
- Denniston Tank Road Culvert Replacement and paving project, waiting for Geo-Hazards report from Geotech to finalize the design. Staff expects to go out to bid in February.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: January 14, 2020

Report: January 7, 2020

Subject: Water Resources Informational Report

Attachments: Fact Sheet and Frequently Asked Questions (FAQ)

Update on Regional Water Demand Study

Coastside County Water District (District) is participating in the Bay Area Water Supply and Conservation Agency's (BAWSCA) regional water demand study with Maddaus Water Management. This work will support the District's 2020 Urban Water Management Plan. The regional water demand projections through 2045 will also help BAWSCA's efforts to implement a long-term reliable water supply strategy.

The District has provided production, consumption (sales), and rate data for the demand modeling. The demand projections for the region and each BAWSCA agency uses two different models – the **Econometric Model** and the **Least Cost Planning Decision Support System (DSS Model) Model**. In May of this year, Maddaus Water Management, Inc. and BAWSCA will produce a final Water Demand and Conservation Report with the results of the demand study.

Association of California Water Agencies (ACWA) Advisory

The District received a few phone calls during the first week in January enquiring about the new water efficiency laws being implemented within the next decade. Recent news media reports have provided inaccurate or misleading information about how these new standards will be implemented. To assist water agencies with providing the correct information to the public, ACWA created a fact sheet to clarify the intent and implementation of the new laws. Attached to this staff report is ACWA's fact sheet and frequently asked questions regarding the water efficiency laws.

On May 31, 2018, two long-term water-use efficiency/conservation bills (SB 606 and AB 1668) were signed into law by Gov. Jerry Brown that are intended to help the state better prepare for droughts and climate change.

One of the biggest components of the bills is the creation of water-use objectives for water agencies (not individual households or businesses).

Local water agencies will be responsible for calculating their water-use objective and determining whether their systemwide, aggregate water use meets that objective. If necessary, they will also have flexibility in how best to help customers use water more efficiently, such as conservation rebates and educational programs.

Starting in 2027, the State Water Board could issue fines to local water agencies that have not meet their water-use objectives. These fines would be levied on agencies, not individuals.

The bills also establish new planning and submittal requirements for Agricultural Water Management and Urban Water Management plans.

ACWA and its members worked tirelessly to help shape these bills into a framework that is a step in the right direction while maintaining local control over water management decisions. Overall, ACWA believes these bills will build on the state's ongoing efforts to "make water conservation a California way of life."

Water agencies must calculate their system-wide, water-use objectives by November 2023 based on the following components:



Water efficiency standards for indoor water use

This will be based on a provisional standard of 55 gallons of water a day per person served by the water agency.



Outdoor water use

This standard is still being determined, but will account for local climate and irrigable acres.



Commercial, industrial and institutional landscape irrigation



Water loss (system leaks)



Unique local circumstances (ie: livestock water use)



Credit for recycled water use

Make water conservation a California way of life.

On May 31, 2018, two long-term water-use efficiency conservation bills (SB 606 and AB 1668) were signed into law by Gov. Jerry Brown that call for the creation of indoor and outdoor water-use targets for water agencies. The following information provides an overview of how these bills will affect water agencies and residents across the state.

Q. What are urban water use objectives?

A. Starting in 2023, urban water suppliers (which have 3,000 or more service connections or annually serve more than 3,000 acre feet of water) will be required to submit a calculated urban water-use objective to the state. Urban water suppliers will be required to meet their urban water use objective by 2024. The urban water use objective will be based on residential water use efficiency standards for indoor and outdoor water use, and system-wide water loss standards.

Q. Will the state issue these urban water-use objectives for individual water users?

A. No. The water-use objectives are for local water suppliers' system-wide, aggregate water use. There is no requirement in these bills that individual households must adhere to a specific water-use standard.

Q. Will individual water users be fined for exceeding water-use objectives?

A. No. The bills establish possible fines, starting in 2027, on local water agencies that do not meet their water-use objectives. These fines would be levied on the agencies, not individuals.

Q. How will local water agencies meet these new urban water use objectives?

A. Each year, local water agencies will be responsible for ensuring whether their system-wide, aggregate water use meets the objective, and how to best help their customers use water more efficiently to help the water agency meet the objective.

Q. How will the state's water efficiency standards be calculated?

A. In an effort to ensure the water efficiency goals are fair, they will be calculated using water efficiency standards for indoor and outdoor water use that are developed through research and public input. The indoor calculation will initially be based on a provisional standard of 55 gallons of water a day per person in each household. The outdoor calculation is still being determined, but will account for local climate and the number of irrigable acres, including residential and commercial outdoor landscaping

in the district's service area. Variances for special circumstances will also be allowed.

In 2025, the indoor standard is provisionally scheduled to change to 52.5 gallons of water a day per person. In 2030, it is provisionally scheduled to change to 50 gallons of water a day per person.

Q. Is it easy to limit indoor water use to 55 gallons per person per day?

A. Based on industry estimates, many households already meet this standard. The Alliance for Water Efficiency has an online water calculator (www.home-water-works.org/calculator) that will help customers estimate how much water is used in their household. Households with water-efficient appliances are likely using 55 gallons or less per person per day.

Remember, the state water efficiency standards will use this calculation to develop an aggregate goal for water agencies. For example, a local water agency with 1,000 connections that estimates it's serving a population of 2,500 people would have a water efficiency standard based on 2,500 X 55 gallons per day, plus the outdoor and system water loss calculations are still being determined.

Q. Will commercial water users be required to use water more efficiently?

A. Yes. By 2022, the state will adopt water use efficiency performance measures for various commercial, industrial and institutional (schools, parks, etc.) water users.

Q. Will agricultural water users be required to use water more efficiently?

A. Yes. Every five years, agricultural water suppliers will be required to update agricultural water management plans to include an annual water budget, drought contingency actions, and actions to reduce water loss and improve system efficiency.

Q. Where can I find more information?

A. For more information visit ACWA's website at www.acwa.com/resources or the State Water Resources Control Board's website at www.waterboards.ca.gov/water_issues/programs/conservation_portal/california_statutes.html.

