

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, February 14, 2023 - 7:00 p.m.

AGENDA

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, this meeting will be conducted by teleconference. Board members and members of the public also may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay.

The Public may watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number.

How to Join Online or by Phone

The meeting will begin at 7:00 p.m.

Whether you participate online or by telephone, you may wish to “arrive” early so that staff can address any technology questions prior to the start of the meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/88691894625?pwd=UFBnaVYrSUNtUTE3NHIRZDFrVDhnZz09>

Meeting ID: 886 9189 4625

Passcode: 182549

One tap mobile

+16699006833,,88691894625#,,,,*182549# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 886 9189 4625

Passcode: 182549

Find your local number: <https://us06web.zoom.us/j/kbyOAbTp4H>

Procedures to make a public comment with Zoom Video/Conference – As a reminder, all participants except the Board Members and Staff are muted on entry.

- **From a computer:** (1) Using the Zoom App. at the bottom of your screen, click on "Participants" and then "Raise Hand". Participants will be called to comment in the order in which they are received. Begin by stating your name and place of residence.

OR

- (2) Using the Zoom App, at the bottom of your screen click on "Chat" and then type that you wish to make a comment into the Chat Box. Ensure that the "To:" field is populated by either "Everyone" or "the Moderator". Begin by stating your name and place of residence.
- **From a phone:** Using your keypad, dial *9, and this will notify the Moderator that you have raised your hand. Begin by stating your name and place of residence. The Moderator will call on you by stating the last 4 digits of your phone number. If you wish to block your phone number dial *67 prior to dialing in. If your phone number is not displayed, the Moderator will call you by Caller number.

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) **MOMENT OF SILENCE FOR VICTIMS OF THE HALF MOON BAY SHOOTING**
- 3) **PLEDGE OF ALLEGIANCE**
- 4) **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 give their name and address and provide their comments to the Board.

- 5) **Consider and Reaffirm Resolution 2021-06 “Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person,” and Discuss Pre-Covid and AB 2449 Teleconferencing Requirements.** ([attachment](#))

6) **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 January 31, 2023:
Claims: \$ 1,431,706.05; Payroll: \$ 207,384.88 for a total of \$ 1,639,090.93 ([attachment](#))
January 2023 Monthly Financial Claims reviewed and approved by Director Reynolds
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of January 10, 2023, Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report January 2023 ([attachment](#))
- G. Leak/Flushing Report - January 2023 ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report - December 2022 ([attachment](#))
- J. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2021-2022 ([attachment](#))
- K. Water Service Connection Transfer Report for January 2023 ([attachment](#))
- L. Approval for President Muller Compensation and Expenses for Attending the Association of California Water Agencies (ACWA) Region 5 Midterm Board Meeting on January 27, 2023 at the Marina Coast Water District. ([attachment](#))

7) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

8) **GENERAL BUSINESS**

- A. Consider Resolution 2023-02 Authorizing Actions by the General Manager in Recognition of the Federal, State, and Local Declared State of Emergency Due to the Late December/Early January Winter Storm Event ([attachment](#))
- B. Approval of Professional Services Agreements with EKI Environment & Water, Inc. for 1) Geotechnical Investigation for the Highway 92 Potable Water Pipeline Emergency Restoration Project; and 2) Geotechnical Investigation for the Highway 92 Potable Water Pipeline Replacement Future Phases Project ([attachment](#))

- C. Approval of Amendment to Professional Services Agreement with Analytical Environmental Services for Environmental Consulting Services for the Denniston/San Vicente Water Supply Project ([attachment](#))
- D. Consider Resolution 2023-01 Concurring in Nomination of Jack Burgett of the North Coast County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”) ([attachment](#))

9) MONTHLY INFORMATIONAL REPORTS

- A. General Manager’s Report ([attachment](#))
- B. Superintendent of Operations Report ([attachment](#))
- C. Water Resources Informational Report ([attachment](#))

10) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

11) ADJOURNMENT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Report

Date: February 10, 2023

Subject: Consider and Reaffirm Resolution 2021-06 “Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person,” and Discuss Pre-COVID and Assembly Bill 2449 Teleconferencing Requirements.

Recommendation:

Reaffirm, by motion, Resolution 2021-06, making findings pursuant to Assembly Bill 361 that the proclaimed State of Emergency continues to impact the ability to meet safely in person.

Background:

On March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of COVID 19, and on March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act relating to teleconferencing to allow legislative bodies to conduct meetings remotely to help protect the spread of COVID-19 and to protect the health and safety to the public. On June 11, 2021, the Governor issued Executive Order N-08-21 which specified that Executive Order N-29-20 remained in effect through September 30, 2021.

On September 16, 2021, the Governor signed Assembly Bill 361 (AB361) into law to allow legislative bodies to continue to meet remotely during a proclaimed State of Emergency after September 30, 2021.

By adopting this resolution, the Board has considered the circumstances of the proclaimed State of Emergency and finds that the State of Emergency continues to directly impact the ability of the members to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.

Per AB361, the Board will need to consider and reaffirm, by motion, the findings of this Resolution every 30 days.

STAFF REPORT

Agenda: February 14, 2023

Subject: Reaffirm Resolution 2021-06

Page Two

End of State of Emergency - February 28, 2023

The COVID Emergency Declaration is set to end on February 28, 2023. Consequently, the rules under AB361 will no longer be effective after February 28, 2023. The reaffirmation of Resolution 2021-06 will only be effective through February 28, 2023.

Beginning March 1, 2023, meetings of the Board of Directors' and Standing Committee meetings are to be held in person. If a Board member is unable to attend a Board meeting in person and wants to participate by teleconference, he/she has two options: 1) follow the original Brown Act Pre-COVID rules for teleconferencing; or 2) follow the rules under Assembly Bill 2449, which became effective January 1, 2023.

District Counsel will summarize these two teleconferencing options and be available to answer questions regarding the two options during the Board meeting.

RESOLUTION NO. 2021-06

MAKING FINDINGS PURSUANT TO ASSEMBLY BILL 361 THAT THE PROCLAIMED STATE OF EMERGENCY CONTINUES TO IMPACT THE ABILITY TO MEET SAFELY IN PERSON

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of COVID-19;

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act related to teleconferencing to allow legislative bodies to conduct meetings remotely to help protect against the spread of COVID-19 and to protect the health and safety of the public;

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which specified that Executive Order N-29-20 remains in effect through September 30, 2021, and then expires;

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 (AB 361) in to law, as urgency legislation that goes into effect immediately, that amends Government Code Section 54953 to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency provided certain conditions are met and certain findings are made;

WHEREAS, on September 20, 2021, the Governor issued Executive Order N-15-21 that generally suspends the AB 361 amendments to Government Code Section 54953 until October 1, 2021, and therefore clarifying that Executive Order N-29-20 controls through the end of September 2021;

WHEREAS, the Governor's proclaimed State of Emergency remains in effect, and state and local officials, including the San Mateo County Health Officer, the California Department of Public Health, and the Department of Industrial Relations, have imposed or recommended measures to promote social distancing; and

WHEREAS, to help protect against the spread of COVID-19 and its variants, and to protect the health and safety of the public, the Board of Directors desires to take the actions necessary to comply with AB 361 and to continue to hold its Board and committee meetings remotely.

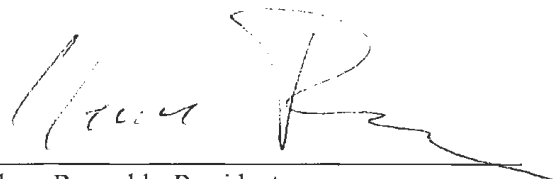
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District has considered the circumstances of the proclaimed State of Emergency, and finds that the State of Emergency continues to directly impact the ability of the members to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.

BE IT FURTHER RESOLVED that the District will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution.

BE IT FURTHER RESOLVED that the Board will consider the findings in this Resolution every 30 days and may, by motion, reaffirm these findings.

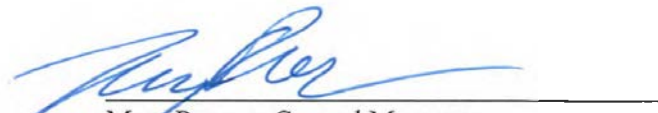
PASSED AND ADOPTED this 12th day of October, 2021, by the following vote:

AYES: President Reynolds, Vice-President Feldman, Directors Mickelsen, Coverdell and Muller



Glenn Reynolds, President
Board of Directors

ATTEST:



Mary Rogren, General Manager
Secretary of the Board of Directors

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR JANUARY 2023**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
01/06/2023	31678	ANALYTICAL ENVIRONMENTAL SERVICES	\$	1,835.00
01/06/2023	31679	ANDREINI BROS. INC.	\$	1,050.25
01/06/2023	31680	ASSOC. CALIF. WATER AGENCY	\$	11,505.26
01/06/2023	31681	BADGER METER, INC.	\$	66.00
01/06/2023	31682	BAY AREA WATER SUPPLY &	\$	1,820.00
01/06/2023	31683	BAY AREA WATER SUPPLY &	\$	10,713.75
01/06/2023	31684	BAY ALARM COMPANY	\$	669.78
01/06/2023	31685	CALIFORNIA GENERATOR SERVICE	\$	8,019.00
01/06/2023	31686	CALIFORNIA INFRASTRUCTURE & ECONOMIC DEVELOPMENT BANK	\$	62,167.00
01/06/2023	31687	CALIFORNIA INFRASTRUCTURE & ECONOMIC DEVELOPMENT BANK	\$	83,734.12
01/06/2023	31688	COMCAST	\$	273.52
01/06/2023	31689	CORE & MAIN LP	\$	1,525.02
01/06/2023	31690	VALENTINO FLORES	\$	620.00
01/06/2023	31691	ELDORADO FORKLIFT COMPANY	\$	680.60
01/06/2023	31692	GOLDEN BAY CONSTRUCTION, INC.	\$	33,086.05
01/06/2023	31693	KELLY HOFFMAN-DAVIS	\$	3,225.18
01/06/2023	31694	EMPOWER RETIREMENT, LLC	\$	1,869.19
01/06/2023	31695	HACH CO., INC.	\$	278.22
01/06/2023	31696	HASSETT HARDWARE	\$	957.86
01/06/2023	31697	IRON MOUNTAIN	\$	853.19
01/06/2023	31698	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,363.00
01/06/2023	31699	MTA PARTS, INC.	\$	18.04
01/06/2023	31700	PAULO'S AUTO CARE	\$	109.62
01/06/2023	31701	FERGUSON ENTERPRISES, INC.	\$	1,446.48
01/06/2023	31702	ALAN PONG	\$	770.00
01/06/2023	31703	REPUBLIC SERVICES	\$	590.06
01/06/2023	31704	ROGUE WEB WORKS, LLC	\$	504.00
01/06/2023	31705	SAN MATEO CTY PUBLIC HEALTH LAB	\$	578.00
01/06/2023	31706	RESCUESTAT , LLC	\$	175.00
01/06/2023	31707	STATE WATER RESOURCES CONTROL BD	\$	36,733.73
01/06/2023	31708	STANDARD INSURANCE COMPANY	\$	542.32
01/06/2023	31709	RYAN H. STOLL	\$	70.00
01/06/2023	31710	USA BLUE BOOK	\$	1,188.72
01/06/2023	31711	VALIC	\$	3,826.00
01/06/2023	31712	VERIZON WIRELESS	\$	2,028.60
01/06/2023	31713	VERIZON CONNECT INC.	\$	258.30
01/06/2023	31714	US BANK NA	\$	985.83
01/06/2023	31715	YOUNG'S AUTO SUPPLY CENTER LLC	\$	188.06
01/12/2023	31716	PATRICIA HOAKS	\$	8.45
01/12/2023	31717	NICOS HMB INC	\$	40.93
01/12/2023	31718	KELLY REMINGTON	\$	13.77
01/12/2023	31719	THERESA MCLAUGHLIN	\$	40.07
01/12/2023	31720	KATHY CALOCA	\$	9.11
01/12/2023	31721	LANETTE QUAN	\$	44.62
01/12/2023	31722	CAROLYN LINCOLN	\$	11.26
01/12/2023	31723	ANTON ZOUGHBI	\$	60.13
01/12/2023	31724	STACY CABANILLA	\$	15.20
01/13/2023	31725	METER READINGS HOLDING, LLC	\$	650.00
01/13/2023	31726	AMERICAN WATER WORKS ASSOC.	\$	300.00
01/13/2023	31727	CARSON ANDERSON	\$	563.33
01/13/2023	31728	HEALTH BENEFITS ACWA-JPIA	\$	41,496.02
01/13/2023	31729	BALANCE HYDROLOGICS, INC	\$	4,851.60
01/13/2023	31730	CHEMTRADE CHEMICALS US LLC	\$	3,091.03
01/13/2023	31731	CINTAS FIRST AID & SAFETY	\$	274.11
01/13/2023	31732	CORE & MAIN LP	\$	97,632.60

01/13/2023	31733	DATAPROSE, LLC	\$	7,315.45
01/13/2023	31734	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	968.87
01/13/2023	31735	GRAINGER, INC.	\$	112.72
01/13/2023	31736	HACH CO., INC.	\$	8,325.00
01/13/2023	31737	HUE & CRY, INC.	\$	12.00
01/13/2023	31738	IRVINE CONSULTING SERVICES, INC.	\$	3,898.26
01/13/2023	31739	MISSION UNIFORM SERVICES INC.	\$	64.52
01/13/2023	31740	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	806.00
01/13/2023	31741	OFFICE DEPOT	\$	77.45
01/13/2023	31742	PACIFIC GAS & ELECTRIC CO.	\$	69.88
01/13/2023	31743	PACIFICA COMMUNITY TV	\$	300.00
01/13/2023	31744	PAULO'S AUTO CARE	\$	295.78
01/13/2023	31745	RAY A MORGAN COMPANY INC.	\$	917.66
01/13/2023	31746	RICE TRUCKING--SOIL FARM	\$	26.25
01/13/2023	31747	SAN FRANCISCO WATER DEPT.	\$	86,170.28
01/13/2023	31748	STRAWFLOWER ELECTRONICS	\$	38.23
01/13/2023	31749	DARIN STURDIVAN	\$	203.68
01/13/2023	31750	JAMES TETER	\$	480.00
01/13/2023	31751	TPX COMMUNICATIONS	\$	1,876.24
01/13/2023	31752	TRI COUNTIES BANK	\$	6,492.09
01/13/2023	31753	TYLER TECHNOLOGIES, INC	\$	10,596.70
01/13/2023	31754	TYLER BUSINESS FORMS	\$	155.69
01/13/2023	31755	JUAN CARLOS SALAZAR	\$	2,240.00
01/13/2023	31756	YOUNG'S AUTO SUPPLY CENTER LLC	\$	42.84
01/20/2023	31757	CASEY CONSTRUCTION, INC.	\$	2,041.85
01/20/2023	31758	ADP, INC.	\$	783.55
01/20/2023	31759	AMAZON CAPITAL SERVICES, INC.	\$	107.16
01/20/2023	31760	ANDREINI BROS. INC.	\$	157.50
01/20/2023	31761	AT&T MOBILTY	\$	86.48
01/20/2023	31762	AT&T	\$	514.27
01/20/2023	31763	BARTKIEWICZ, KRONICK & SHANAHAN	\$	1,660.67
01/20/2023	31764	BFI OF CALIFORNIA, INC.	\$	1,840.73
01/20/2023	31765	BRANDON WRIGHT	\$	7,300.00
01/20/2023	31766	PETTY CASH	\$	72.26
01/20/2023	31767	FREYER & LAURETA, INC.	\$	7,987.50
01/20/2023	31768	GRAINGER, INC.	\$	660.61
01/20/2023	31769	KELLY HOFFMAN-DAVIS	\$	375.10
01/20/2023	31770	EMPOWER RETIREMENT, LLC	\$	2,369.19
01/20/2023	31771	HACH CO., INC.	\$	2,590.66
01/20/2023	31772	COLUMN SOFTWARE PBC	\$	495.00
01/20/2023	31773	HANSONBRIDGETT. LLP	\$	11,398.50
01/20/2023	31774	HDR ENGINEERING, INC	\$	2,830.39
01/20/2023	31775	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	279.00
01/20/2023	31776	SILVER LINING SOLUTIONS, LLC	\$	77.50
01/20/2023	31777	SIMMS PLUMBING & WATER EQUIP, INC.	\$	3,549.33
01/20/2023	31778	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION	\$	899.98
01/20/2023	31779	STRAWFLOWER ELECTRONICS	\$	54.58
01/20/2023	31780	TEAMSTERS LOCAL UNION #856	\$	1,549.00
01/20/2023	31781	UNIVAR SOLUTIONS USA INC.	\$	4,953.73
01/20/2023	31782	USA BLUE BOOK	\$	1,207.10
01/20/2023	31783	VALIC	\$	4,046.48
01/27/2023	31784	AT&T	\$	690.02
01/27/2023	31785	CALCON SYSTEMS, INC.	\$	11,413.06
01/27/2023	31786	CORE & MAIN LP	\$	14,501.35
01/27/2023	31787	RECORDER'S OFFICE	\$	23.00
01/27/2023	31788	EKI INC.	\$	69,878.06
01/27/2023	31789	IRVINE CONSULTING SERVICES, INC.	\$	414.38
01/27/2023	31790	GLENNA LOMBARDI	\$	79.00
01/27/2023	31791	MTA PARTS, INC.	\$	60.13
01/27/2023	31792	OFFICE DEPOT	\$	565.77

01/27/2023	31793	STANDARD INSURANCE COMPANY	\$	542.32
01/27/2023	31794	JIM STEELE	\$	8,000.00
01/27/2023	31795	JAMES TETER	\$	480.00
01/27/2023	31796	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	6,362.09
01/27/2023	31797	VERIZON WIRELESS	\$	2,662.13
01/31/2023	31798	ADP, INC.	\$	779.00
01/31/2023	31799	ANALYTICAL ENVIRONMENTAL SERVICES	\$	910.00
01/31/2023	31800	MERCHANTS BANK OF COMMERCE	\$	52,850.00
01/31/2023	31801	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	678.00
01/31/2023	31802	JOHN MULLER	\$	117.25
01/31/2023	31803	PUMP REPAIR SERVICE CO. INC.	\$	79,875.47
01/31/2023	31804	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$	2,429.31
01/31/2023	31805	RANGER PIPELINES, INC.	\$	475,650.00
01/31/2023	31806	RAY A MORGAN COMPANY INC.	\$	917.66
01/31/2023	31807	STATE WATER RESOURCES CONTROL BD	\$	365.00
01/31/2023	31808	STATE WATER RESOURCES CONTROL BD	\$	365.00
01/31/2023	31809	TOWNE FORD	\$	34,476.47
01/31/2023	31810	BOSCO OIL COMPANY	\$	12,085.27
01/31/2023	31811	RAYMOND WINCH	\$	160.22
			SUBTOTAL CLAIMS FOR MONTH	\$ 1,394,130.65

WIRE PAYMENTS

01/06/2023	DFT0000444	PUB. EMP. RETIRE SYSTEM	\$	14,423.20
01/20/2023	DFT0000445	PUB. EMP. RETIRE SYSTEM	\$	17,928.58
1/31/2023		BANK AND CREDIT CARD FEES	\$	5,223.62
			SUBTOTAL WIRE PAYMENTS FOR MONTH	\$ 37,575.40

TOTAL CLAIMS FOR THE MONTH \$ 1,431,706.05



Monthly Budget Report

Account Summary

For Fiscal: 2022-2023 Period Ending: 01/31/2023

	January Budget	January 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	838,600.00	758,249.86	-80,350.14	-9.58 %	7,592,500.00	6,867,459.50	-725,040.50	-9.55 %	13,102,800.00
	Total RevType: 1 - Operating:	838,600.00	758,249.86	-80,350.14	-9.58 %	7,592,500.00	6,867,459.50	-725,040.50	-9.55 %	13,102,800.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,000.00	3,207.21	-792.79	-19.82 %	28,000.00	41,389.19	13,389.19	47.82 %	48,000.00
1-4180-00	Late Notice - 10% Penalty	4,200.00	6,488.27	2,288.27	54.48 %	29,000.00	55,381.79	26,381.79	90.97 %	50,000.00
1-4230-00	Service Connections	1,000.00	1,224.74	224.74	22.47 %	7,000.00	8,853.46	1,853.46	26.48 %	10,000.00
1-4920-00	Interest Earned	2,700.00	34,990.58	32,290.58	1,195.95 %	18,500.00	106,234.57	87,734.57	474.24 %	32,000.00
1-4930-00	Tax Apportionments/County Checks	0.00	11,271.56	11,271.56	0.00 %	480,000.00	574,539.20	94,539.20	19.70 %	950,000.00
1-4950-00	Miscellaneous Income	1,000.00	0.00	-1,000.00	-100.00 %	5,000.00	3,046.33	-1,953.67	-39.07 %	10,000.00
1-4955-00	Cell Site Lease Income	16,000.00	17,683.05	1,683.05	10.52 %	112,000.00	114,733.36	2,733.36	2.44 %	192,000.00
1-4965-00	ERAF Refund - County Taxes	250,000.00	322,939.89	72,939.89	29.18 %	500,000.00	621,167.13	121,167.13	24.23 %	500,000.00
	Total RevType: 2 - Non-Operating:	278,900.00	397,805.30	118,905.30	42.63 %	1,179,500.00	1,525,345.03	345,845.03	29.32 %	1,792,000.00
	Total Revenue:	1,117,500.00	1,156,055.16	38,555.16	3.45 %	8,772,000.00	8,392,804.53	-379,195.47	-4.32 %	14,894,800.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	32,356.00	52,513.28	-20,157.28	-62.30 %	1,789,433.00	1,391,598.56	397,834.44	22.23 %	2,467,503.00
1-5230-00	Nunes T P Pump Expense	4,000.00	4,044.95	-44.95	-1.12 %	28,000.00	31,342.20	-3,342.20	-11.94 %	48,000.00
1-5231-00	CSP Pump Station Pump Expense	5,000.00	-85,018.75	90,018.75	1,800.38 %	247,000.00	94,778.95	152,221.05	61.63 %	366,000.00
1-5232-00	Other Trans. & Dist Pump Expense	2,000.00	1,204.79	795.21	39.76 %	14,600.00	14,092.75	507.25	3.47 %	25,000.00
1-5233-00	Pilarcitos Canyon Pump Expense	12,000.00	8,317.27	3,682.73	30.69 %	35,800.00	28,946.28	6,853.72	19.14 %	64,000.00
1-5234-00	Denniston T P Pump Expense	10,000.00	-436.22	10,436.22	104.36 %	25,000.00	44,150.35	-19,150.35	-76.60 %	77,000.00
1-5242-00	CSP Pump Station Operations	1,000.00	356.70	643.30	64.33 %	7,000.00	8,030.80	-1,030.80	-14.73 %	12,000.00
1-5243-00	CSP Pump Station Maintenance	3,000.00	2,070.61	929.39	30.98 %	20,000.00	8,599.97	11,400.03	57.00 %	35,000.00
1-5246-00	Nunes T P Operations - General	8,000.00	6,141.99	1,858.01	23.23 %	56,000.00	65,081.93	-9,081.93	-16.22 %	97,000.00
1-5247-00	Nunes T P Maintenance	10,000.00	6,781.44	3,218.56	32.19 %	69,000.00	38,360.31	30,639.69	44.41 %	119,000.00
1-5248-00	Denniston T P Operations-General	7,000.00	2,886.56	4,113.44	58.76 %	30,000.00	35,802.46	-5,802.46	-19.34 %	64,000.00
1-5249-00	Denniston T.P. Maintenance	7,000.00	12,437.68	-5,437.68	-77.68 %	77,000.00	112,222.10	-35,222.10	-45.74 %	140,000.00
1-5250-00	Laboratory Expenses	7,000.00	4,589.00	2,411.00	34.44 %	45,000.00	33,654.43	11,345.57	25.21 %	77,000.00
1-5260-00	Maintenance - General	32,000.00	119,393.98	-87,393.98	-273.11 %	220,000.00	294,833.76	-74,833.76	-34.02 %	380,000.00
1-5261-00	Maintenance - Well Fields	8,000.00	0.00	8,000.00	100.00 %	42,000.00	0.00	42,000.00	100.00 %	50,000.00
1-5263-00	Uniforms	0.00	3,225.18	-3,225.18	0.00 %	10,000.00	14,528.03	-4,528.03	-45.28 %	12,000.00
1-5318-00	Studies/Surveys/Consulting	10,000.00	10,639.98	-639.98	-6.40 %	92,000.00	94,101.82	-2,101.82	-2.28 %	157,000.00
1-5321-00	Water Resources	2,200.00	1,161.57	1,038.43	47.20 %	15,700.00	5,419.56	10,280.44	65.48 %	26,700.00

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 01/31/2023

		January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00	Community Outreach	3,000.00	1,095.00	1,905.00	63.50 %	40,000.00	19,731.70	20,268.30	50.67 %	68,000.00
1-5325-00	Water Shortage Program	0.00	0.00	0.00	0.00 %	30,000.00	3,829.00	26,171.00	87.24 %	50,000.00
1-5381-00	Legal	9,000.00	9,608.50	-608.50	-6.76 %	64,000.00	55,985.38	8,014.62	12.52 %	110,000.00
1-5382-00	Engineering	6,300.00	8,053.32	-1,753.32	-27.83 %	44,100.00	52,056.90	-7,956.90	-18.04 %	76,000.00
1-5383-00	Financial Services	2,000.00	750.00	1,250.00	62.50 %	21,000.00	17,460.00	3,540.00	16.86 %	23,000.00
1-5384-00	Computer Services	26,000.00	20,246.76	5,753.24	22.13 %	177,000.00	150,523.47	26,476.53	14.96 %	309,025.00
1-5410-00	Salaries/Wages-Administration	107,683.00	83,820.53	23,862.47	22.16 %	739,095.00	622,966.61	116,128.39	15.71 %	1,267,717.00
1-5411-00	Salaries & Wages - Field	149,881.00	159,780.11	-9,899.11	-6.60 %	1,028,727.00	1,030,336.14	-1,609.14	-0.16 %	1,764,505.00
1-5420-00	Payroll Tax Expense	19,056.00	20,823.31	-1,767.31	-9.27 %	130,793.00	110,854.51	19,938.49	15.24 %	224,338.00
1-5435-00	Employee Medical Insurance	43,000.00	37,911.57	5,088.43	11.83 %	289,000.00	274,302.59	14,697.41	5.09 %	505,000.00
1-5436-00	Retiree Medical Insurance	4,400.00	4,082.56	317.44	7.21 %	29,500.00	28,006.37	1,493.63	5.06 %	52,000.00
1-5440-00	Employees Retirement Plan	51,008.00	46,258.33	4,749.67	9.31 %	350,102.00	335,128.92	14,973.08	4.28 %	600,506.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	36,000.00
1-5510-00	Motor Vehicle Expense	6,500.00	14,718.88	-8,218.88	-126.44 %	45,500.00	55,423.00	-9,923.00	-21.81 %	80,000.00
1-5620-00	Office & Billing Expenses	33,000.00	35,452.40	-2,452.40	-7.43 %	223,000.00	219,103.05	3,896.95	1.75 %	412,500.00
1-5625-00	Meetings / Training / Seminars	2,000.00	3,467.37	-1,467.37	-73.37 %	23,000.00	29,843.68	-6,843.68	-29.76 %	41,000.00
1-5630-00	Insurance	14,000.00	11,752.92	2,247.08	16.05 %	89,000.00	87,497.30	1,502.70	1.69 %	161,000.00
1-5687-00	Membership, Dues, Subscript.	9,000.00	9,638.00	-638.00	-7.09 %	57,000.00	71,749.45	-14,749.45	-25.88 %	99,975.00
1-5688-00	Election Expenses	0.00	0.00	0.00	0.00 %	20,000.00	0.00	20,000.00	100.00 %	20,000.00
1-5689-00	Labor Relations	1,000.00	0.00	1,000.00	100.00 %	1,000.00	0.00	1,000.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	2,000.00	842.17	1,157.83	57.89 %	15,000.00	13,465.53	1,534.47	10.23 %	31,400.00
1-5705-00	State Fees	32,000.00	38,363.71	-6,363.71	-19.89 %	37,000.00	40,735.71	-3,735.71	-10.10 %	42,000.00
	Total ExpType: 1 - Operating:	681,384.00	656,975.45	24,408.55	3.58 %	6,277,350.00	5,534,543.57	742,806.43	11.83 %	10,197,169.00
	ExpType: 4 - Capital Related									
1-5715-00	Debt Service/CIEDB 11-099	62,167.00	62,167.00	0.00	0.00 %	335,508.00	335,507.92	0.08	0.00 %	335,508.00
1-5716-00	Debt Service/CIEDB 2016	83,734.00	83,734.12	-0.12	0.00 %	322,417.00	322,417.29	-0.29	0.00 %	322,417.00
1-5717-00	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	382,128.00	382,127.53	0.47	0.00 %	436,027.00
1-5718-00	First Foundation Bank - 2022	0.00	0.00	0.00	0.00 %	420,517.00	420,517.07	-0.07	0.00 %	495,510.00
	Total ExpType: 4 - Capital Related:	145,901.00	145,901.12	-0.12	0.00 %	1,460,570.00	1,460,569.81	0.19	0.00 %	1,589,462.00
	Total Expense:	827,285.00	802,876.57	24,408.43	2.95 %	7,737,920.00	6,995,113.38	742,806.62	9.60 %	11,786,631.00
	Report Total:	290,215.00	353,178.59	62,963.59		1,034,080.00	1,397,691.15	363,611.15		3,108,169.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
January 31, 2023**

<u>RESERVE BALANCES</u>	Current Year as of 1/31/2023	Prior Year as of 1/31/2022
CAPITAL AND OPERATING RESERVE	\$14,362,076.49	\$10,585,458.13
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$14,612,076.49	\$10,835,458.13

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$4,002,591.78	\$5,490,443.80
CSP T & S ACCOUNT	\$200,405.30	\$48,113.34
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,806.41	\$19,450.34
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$10,388,473.00	\$5,276,650.65
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$14,612,076.49	\$10,835,458.13

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

**COASTSIDE COUNTY WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
FISCAL YEAR 2022/2023**

1/31/2023

* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
--------	------------------------------------	------------------------------	----------------------	------------------------	----------------	-----------------------------

Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	0%	
99-02	Vehicle Fleet Replacement	complete	\$ 40,000	\$ 34,476	\$ 34,476	\$ 5,524	100%	

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 97,633	\$ 140,000	\$ -	70%	
	Pilarcitos Canyon Culvert Replacement	TBD	\$ 40,000		\$ 40,000	\$ -	0%	Summer 2023
99-01	Meter Change Program	ongoing	\$ 10,000		\$ 10,000	\$ -	0%	

Pipeline Projects

20-08	Grandview Pipeline Replacement Project	Construction	\$ 1,650,000	\$ 1,635,852	\$ 1,650,000	\$ -	99%	
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave/Strawflower	Completed	\$ 400,000	\$ 369,845	\$ 400,000	\$ -	95%	Completed September 2022
14-01	Highway 92 - Replacement of Welded Steel Line	In design	\$ 700,000	\$ 14,941	\$ 150,000	\$ 550,000	0%	

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	In design	\$ 200,000	\$ 49,527	\$ 100,000	\$ 100,000	0%	At 100% design
09-18	Denniston Well Field Replacements	TBD	\$ 500,000		\$ 50,000	\$ 450,000	0%	Consulting work in FY 2022-2023; construction pushed to FY 2023-2024
23-03	CSP Fire Sprinklers	TBD	\$ 150,000		\$ -	\$ 150,000	0%	Move to FY 2023-2024
19-05	Tanks - THM Control	Ongoing	\$ 50,000		\$ 50,000	\$ -	0%	

Water Supply Development

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 300,000	\$ 113,479	\$ 300,000	\$ -	n/a	
17-12	Recycled Water Project Development	ongoing	\$ 100,000		\$ 100,000	\$ -	n/a	

Water Treatment Plants

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 3,500,000	\$ 1,000,522	\$ 2,000,000	\$ 1,500,000	53%	Construction started August 2021; To be completed in FY 2023/2024; moved \$1.5M to FY2023-2024 given construction delays
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	TBD	\$ 200,000		\$ 200,000	\$ -	0%	
23-09	Denniston Contact Clarifier Hatch Replacements	TBD	\$ 75,000	\$ 12,675	\$ 20,000	\$ 55,000	0%	Move to Fall 2023 when Denniston is offline

UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2021/2022

23-08	Nunes Magnetic Meter Project	in process		\$ 138,732	\$ 220,000	\$ (220,000)	63%	Planned for FY2023-2024 - moved up to FY2022-2023
	CSP Screens/Valves - Project TBD	TBD			\$ 25,000	\$ (25,000)		Tech memo - Kennedy Jenks to review alternatives
NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
23-02	Poplar Street Pipeline Replacement	in process		\$ 20,637	\$ 400,000	\$ (400,000)		Bid awarded to Andreini 12.2022; construction in Spring 2023 before City project on Poplar begins

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2022/2023

1/31/2023

* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
--------	------------------------------------	------------------------------	----------------------	------------------------	----------------	-----------------------------

NEW FY2022/2023 CIP TOTAL	\$ 8,205,000	\$ 3,488,318	\$ 6,039,476	\$ 2,165,524		
----------------------------------	---------------------	---------------------	---------------------	---------------------	--	--

FY2021/2022 CIP Carryover Projects

22-01	Miramontes Point Road Water Main Replacement	in design	\$ -	\$ 29,469	\$ 40,000	\$ (40,000)	n/a	
22-05	ACCELA Planning Software	in process	\$ -	\$ 15,539	\$ 20,000	\$ (20,000)	80%	
22-06	CSP Pump #2 Replacement (2022)	in process	\$ -	\$ 82,687	\$ 82,687	\$ (82,687)	80%	
22-07	Alameda Ave Crossing at Medio Creek Pipeline Replacement	pre-design	\$ -	\$ 12,547	\$ 400,000	\$ (400,000)	n/a	Move up construction from FY 2023-2024 to FY 2022-2023
22-08	WIMS Software Implementation	in process	\$ -	\$ 48,375	\$ 48,375	\$ (48,375)	40%	
71-2112	Nunes Fuel Tank Replacement	completed		\$ 5,140	\$ 5,140	\$ (5,140)	100%	Completed in FY2022-funded by CalOES

FY2021/2022 CARRYOVER PROJECTS	\$ -	\$ 193,757	\$ 596,202	\$ (596,202)		
---------------------------------------	-------------	-------------------	-------------------	---------------------	--	--

Green = approved by the Board/in process

TOTAL - FY 2022/2023 CIP + PRIOR YEAR CARRYOVER	\$ 8,205,000	\$ 3,682,075	\$ 6,635,679	\$ 1,569,321		
--	---------------------	---------------------	---------------------	---------------------	--	--

Legal Cost Tracking Report
12 Months At-A-Glance

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

Month	Admin (General Legal Fees)	Water Supply Development	Recycled Water	Uninstalled Connection Transfer Program	Capital Improvement Projects	Labor & Employment	Election (CVRA)	Cell Tower Leases	Public Records Requests	Litigation	Non CIP / Infrastructure (Project Review) <i>Reimbursable</i>	Total
Jan-22	13,699					1,375					751	15,825
Feb-22	15,073				4,810		237					20,120
Mar-22	9,260				1,545							10,804
Apr-22	6,554		3,081	1,185	1,140	3,081						15,040
May-22	4,986	1,580	474		295	6,597						13,932
Jun-22	18,524	2,528										21,052
Jul-22	6,666											6,666
Aug-22	9,090	3,753		706								13,548
Sep-22	4,898	553		919								6,370
Oct-22	7,071	988										8,058
Nov-22	11,284	1,857			900			158				14,198
Dec-22	4,760	2,884		512	395	277		711	1,861			11,399
TOTAL	111,861	14,141	3,555	3,321	9,084	11,329	237	869	1,861	0	751	157,009

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

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

Month	Admin & Retainer	CIP	Studies and Non - CIP Project	TOTAL	Reimbursable from Projects
Feb-22	480	456		936	
Mar-22	480		1,014	1,494	1,014
Apr-22	480		1,859	2,339	1,859
May-22	480		2,366	2,846	2,366
Jun-22	480		1,268	1,748	1,268
Jul-22	480		1,690	2,170	1,690
Aug-22	480		5,714	6,194	5,714
Sep-22	480			480	
Oct-22	480			480	
Nov-22	480			480	
Dec-23	480			480	
Jan-23	480			480	
TOTAL	5,760	456	13,911	20,126	13,911

Calcon T&M Projects Tracking

1/31/2023

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/22	Project Billings FY2022-2023	
FY 2021-2022 Open Projects:								
	Crystal Springs Solar System Backup			12/20/2021		\$18,739.00		
	Nunes Tank Radio Solar Backup			12/20/2021		\$19,927.00		
	Denniston CC Junction Box				\$9,558.00	\$	9,558.00	
	Nunes Magnetic Flow Meter			9/28/2022	\$19,585.88	\$	19,585.88	
		Open Projects - Subtotal				\$38,666.00	\$29,143.88	
Other: Monthly Maintenance								
	Tanks							
	Crystal Springs Maintenance							
	Nunes Maintenance						\$	9,130.46
	Denniston Maintenance						\$	15,951.51
	Distribution System						\$	28,651.40
	Wells							
	Cellular Telemetry						\$	1,968.78
						\$	55,702.15	
						\$	84,846.03	
					FINAL TOTAL FY 2022/2023		\$84,846.03	

EKI Environment & Water
Engineering Services Billed FY 2020-2021 to FY 2021-2023
Billed through 1/31/2023

	Contract Date	Not to Exceed Budget	Status	FY2020-2021	FY2021-2022	FY2022-2023
CIP Project Management						
Fiscal Year 2019-2020	7.29.2019	\$ 180,000.00	Complete	\$ 1,138.80		
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00	Complete	\$ 66,805.44	\$ 33,162.48	
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Open		\$ 10,301.46	\$ 4,110.60
Fiscal Year 2021-2022 - Drought Relief Grant Application	12.2021		Complete		\$ 21,074.82	
Fiscal Year 2022-2023	4.20.2022	\$ 117,000.00	Open		\$ 5,453.76	\$ 48,430.14
Sub Total - CIP Project Management Services		\$ 422,000.00		\$ 67,944.24	\$ 69,992.52	\$ 52,540.74

Denniston Culvert Replacement-Engineering Services during Construction	18-13	7.8.2020	\$ 48,800.00	Complete	\$ 47,647.17		
Pine Willow Oak Water Main Replacement Project	18-01	7.29.2019	\$ 69,700.00	Complete	\$ 4,991.74		
Grandview/Silver/Terrace/Spindrifft Under Hwy 1 PreDesign	20-08	10.15.2019	\$ 59,600.00	Complete	\$ 40,597.27		
Grandview Water Main Replacement Project (Design, Bid Support, construction support)	20-08	7.29.2019	\$ 56,100.00	Complete	\$ 5,144.36		
Grandview Crossing at Hwy 1	20-08	2.9.2021	\$ 156,500.00	Open	\$ 73,285.99	\$ 37,244.28	\$ 29,410.25
Grandview Crossing at Hwy 1 - Construction Management Services	20-08	9.16.2022	\$ 132,800.00	Open			\$ 84,801.58
Pilarcitos Creek Crossing Water Main Replacement Preliminary Design	13-02	8.27.2019	\$ 104,600.00	Complete	\$ 1,226.50		
Pilarcitos Creek Crossing Water Main Replacement Design	13-02	7.14.2020	\$ 99,900.00	Complete	\$ 40,191.58	\$ 31,454.78	\$ 27,584.96
Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions	13-02		\$ 28,600.00	Complete		\$ 20,059.82	
Pilarcitos Creek Crossing Water Main Replacement-Engineering Services during construction	13-02	9.13.2022	\$ 132,800.00	Open			\$ 4,681.04
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Open		\$ 18,139.94	\$ 720.98
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 177,300.00	Open		\$ 92,356.96	\$ 40,492.92
Purisima Way Water Main Replacement	14-29	10.18.2021	\$ 20,400.00	Complete		\$ 19,840.91	
Medio Crossing - Alternatives Evaluation for Pipeline Replacement	22-07	4.25.2022	\$ 21,900.00	Open		\$ 8,410.48	\$ 13,419.12
Poplar Street Water Main Replacement Project	23-02	10.3.2022	\$ 29,200.00	Open			\$ 20,636.60

Total - All Services

\$ 281,028.85 \$ 297,499.69 \$ 274,288.19

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, January 10, 2023

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the meeting was conducted by hybrid format offering the option of participating in person, zoom video conference, or by teleconference.

The Public was able to participate in the public meeting by joining the meeting in person or through the Zoom Video Conference link provided. The public was also able to join the meeting by calling a provided teleconference phone number.

- 1) **ROLL CALL** -President John Muller called the meeting to order at 7:02 p.m. Present at roll call: Vice President Chris Mickelsen, Directors Ken Coverdell, Bob Feldman, and Glenn Reynolds

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Cathleen Brennan, Water Resources Analyst; Gina Brazil, Office Manager; Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst.

Also participating: Jonathan Abadesco, Fedak & Brown LLP

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments.
- 4) **Consider and Reaffirm Resolution 2021-06 "Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person"**

Governor Newsom's Executive Order dated back on March 4, 2020, declared a State of Emergency to exist in California because of the threat of COVID 19. The Executive Order N-29-20 suspended certain provisions of the Ralph M. Brown Act relating to teleconferencing to allow legislative bodies to conduct meetings remotely to help

protect the spread of COVID-19 and to protect the health and safety of the public. On June 11, 2021, the Governor issued Executive Order N-08-21 which specified that Executive Order N-29-20 remain in effect through September 30, 2021.

On September 16, 2021, the Governor signed Assembly Bill (AB361) into law to allow legislative bodies to continue to meet remotely during a proclaimed State of Emergency after September 30, 2021. On October 8, 2021, the Board adopted Resolution 2021-06. Per AB361, the Board will need to consider and reaffirm the findings of Resolution 2021-06 monthly proclaiming that the State of Emergency continues to impact the ability of members to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to reaffirm Resolution 2021-06 "Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person":

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

5) CONSENT CALENDAR

- A.** Approval of disbursements for the month ending December 31, 2022:
Claims: \$ 1,500,901.90; Payroll: \$205,693.88 for a total of \$ 1,706,595.78
December 2022 Monthly Financial Claims reviewed and approved by Director Muller
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of December 13, 2022, Regular Board of Directors Meeting
- D.** Installed Water Connection Capacity and Water Meters Report
- E.** Total CCWD Production Report
- F.** CCWD Monthly Sales by Category Report December 2022
- G.** Leak/Flushing Report - December 2022
- H.** Monthly Rainfall Reports
- I.** SFPUC Hydrological Conditions Report - November 2022
- J.** Water Service Connection Transfer Report for December 2022
- K.** Approval of Water Service Agreement - 390 Redondo Beach Road, Half Moon Bay

Director Muller stated he had reviewed the monthly financial claims and found all to be in order.

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to approve the Consent Calendar:

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

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

- President Muller thanked Director Feldman for his leadership during his presidency throughout 2022.

7) GENERAL BUSINESS

A. Coastside County Water District Basic Financial Statements and Independent Auditor's Report for the Fiscal Year Ended June 30, 2022.

Ms. Rogren introduced the District's independent auditor Jonathan Abadesco from Fedak & Brown LLP. Mr. Abadesco's presentation included a summary of the Districts Basic Financial Statements, Auditors Report for fiscal year ending June 30, 2022 and internal controls. He reported the results, an unmodified "clean" opinion with regards to the financial statements. No material weaknesses within the District's internal controls were identified. A discussion ensued with the Board.

ON MOTION BY Director Coverdell and seconded by Vice President Mickelsen, the Board voted by roll call vote to accept the Coastside County Water District Basic Financial Statements and Independent Auditor's Report for Fiscal Year Ended June 30, 2022.

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

B. Quarterly Financial Review

Ms. Rogren summarized the first six months of Fiscal Year 2022-2023. She also recapped the Capital Improvement Program expenditures and the Districts Cash reserves.

C. Award of Contract to Andreini Bros., Inc. for the Poplar Street Water Main Replacement Project.

Mr. Derbin summarized the project to replace a 50 year old 6" cast iron water main with 6" ductile iron water main on Poplar Street between Main Street and Highway 1. This project will be completed before the City of Half Moon Bay starts their Poplar Street Traffic Calming and Safety Project. Four bids were received, with Andreini Bros., Inc. providing the lowest bid.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Andreini Bros., Inc. for the Poplar Street Water Main Replacement Project for \$302,656

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

D. Review District Board Committees. Consider and Approve Appointments of Board Members to the Coastside County Water District Board Committees, and Appointment of District Representatives to External Organizations and Associations. Consider and Approve Establishment of New Board Committee(s) and External Organization Representatives(s).

President Muller recommended that the Board Committee and external organization assignments remain the same as the 2022 assignments.

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to approve appointments of Board Members to the Coastside County Water District Board Committees, and appointment of District Representatives to External Organizations and Associations.

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

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

Ms. Rogren commented that this is an annual exercise where the District designates each of the other members of the Board as an alternate to participate in LAFCo's election of officers if the Board President is not available.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to approve the appointment of CCWD Board Member Representative Alternate(s) by name: Vice President Mickelsen, and Directors Coverdell, Feldman, and Reynolds to participate in San Mateo Local Agency Formation Commission (LAFCo) election of officers.

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

9) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

Ms. Rogren reported on the damage during the New Year's Eve storm on 12/31/22 and during the week of 1/2/23. The District sustained damage in Pilarcitos Canyon and on Highway 92, including fallen trees, washed out roads, culverts and exposed pipe.

Ms. Rogren stated that she will be exercising her authority under the District's "Policies and Procedures for Award of Contracts" that includes a section entitled "General Manager Waivers - Emergencies" to address emergency repairs needed due to the recent storm damage. She will coordinate with and keep the Board President and Facilities Committee updated, and she will provide a full report to the Board at the next Board meeting.

Staff have been working with the Department of Emergency Management at the County of San Mateo, and the District has submitted an initial damage estimate related to the recent storms.

B. Superintendent of Operations Report

Mr. Derbin summarized the Operation Highlights for the month of December 2022.

C. Water Resources Informational Report

Ms. Brennan reported that the recent storms have provided much needed snowpack in the Sierra Mountain Range. As of the January 3, 2023 snow survey, the statewide percent of average to date is 174% of normal. Reservoir conditions have improved across the state; however, we still need more precipitation to fill reservoirs used for urban, agricultural, and environmental demand, with unknown estimates to replenish groundwater basins.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

10) CLOSED SESSION

Pursuant to California Government Code Section 54957
Public Employment
Title: Assistant General Manager

11) RECONVENE TO OPEN SESSION

The meeting reconvened to open session at 8:22 p.m. with Mr. Miyaki reporting the following:

Pursuant to California Government Code Section 54957
Public Employment
Title: Assistant General Manager

No Action Taken

12) ADJOURNMENT - Board Meeting Adjourned at 8:25 p.m.

Mary Rogren, General Manager
Secretary to the District

John Muller, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 2022 / 2023

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter	1	1											2
3/4" meter					1								1
1" meter		1											1
1 1/2" meter													
2" meter													
3" meter													
HMB Priority													
0.5" capacity increase													
5/8" meter													
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
County Non-Priority													
0.5" capacity increase													
5/8" meter		3	1		2	1							7
3/4" meter													
1" meter													
County Priority													
5/8" meter							1						1
3/4" meter													
1" meter													
1.5" meter													
Totals	1	5	1		3	1	1						12

5/8" meter = 1.0 connection
3/4" meter = 1.5 connections
1" meter = 2.5 connections
1.5" meter = 5.0 connections
2" meter = 8 connections
3" meter = 17.5 connections

FY 22/23 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	1	3.5			1.5								6
HMB Priority													
County Non-Priority		3	1		2	1	1						8
County Priority													
Total	1	6.5	1		3.5	1	1						14

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2023

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.92	6.25	0.00	39.07	0.42	47.66	2.63	45.03
AUG	1.70	5.45	0.00	38.23	8.94	54.32	2.90	51.42
SEPT	1.65	5.86	0.00	15.86	27.69	51.06	2.62	48.44
OCT	0.57	3.62	0.00	37.14	3.13	44.46	2.22	42.24
NOV	0.54	13.55	7.66	11.91	2.57	36.23	3.04	33.19
DEC	0.37	10.59	15.88	7.30	2.26	36.40	2.42	33.98
JAN	0.00	0.00	24.62	4.53	0.00	29.15	1.15	28.00
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	6.75	45.32	48.16	154.04	45.01	299.28	16.98	282.30
% MONTHLY TOTAL	0.0%	0.0%	84.5%	15.5%	0.0%	100.0%	3.9%	96.1%
% ANNUAL TO DATE TOTAL	2.3%	15.1%	16.1%	51.5%	15.0%	100.0%	5.7%	94.3%

CCWD vs SFPUC- month 84.5%

CCWD vs SFPUC- annual 33.5%

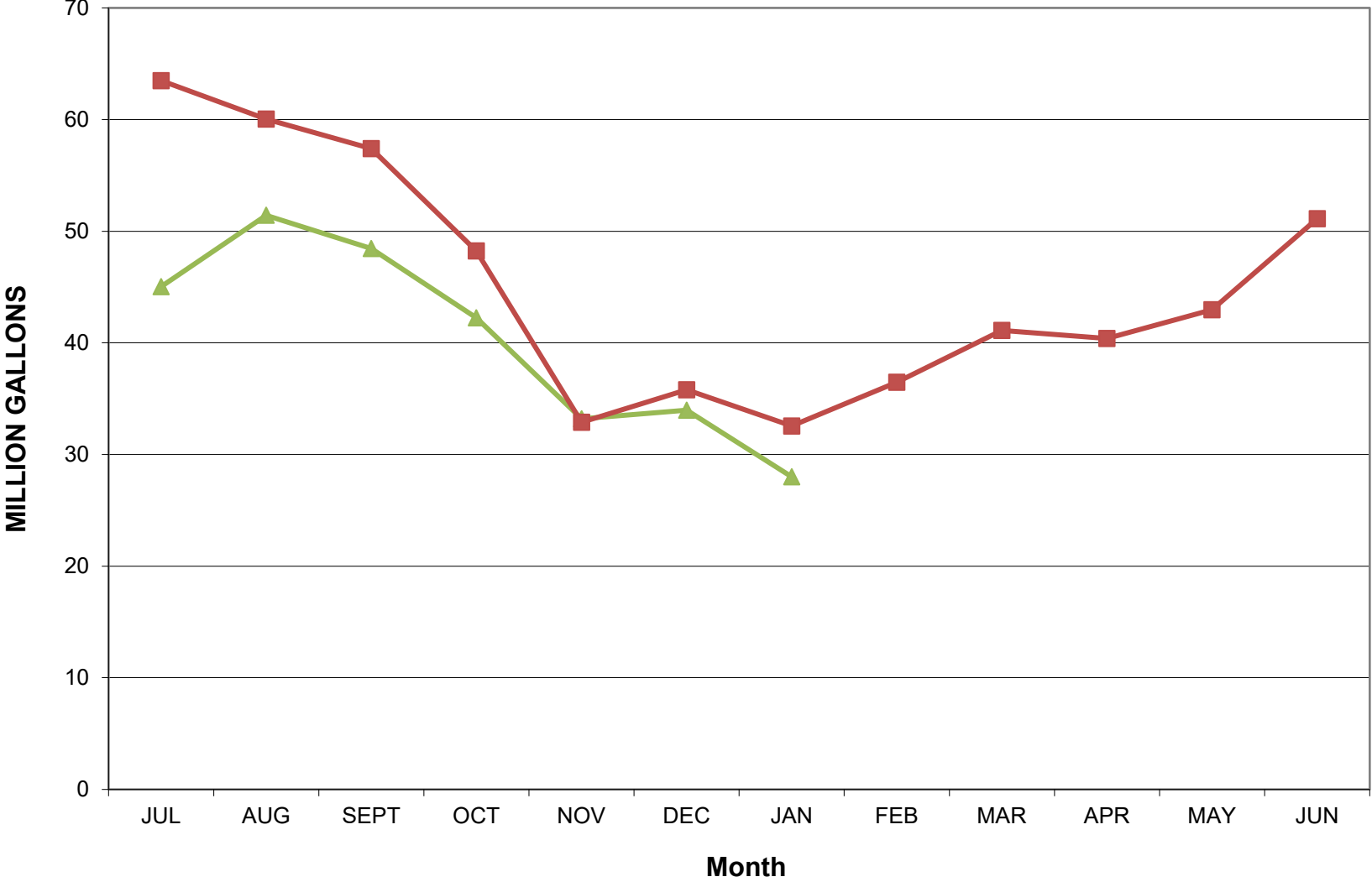
12 Month Running Treated Total

473.57

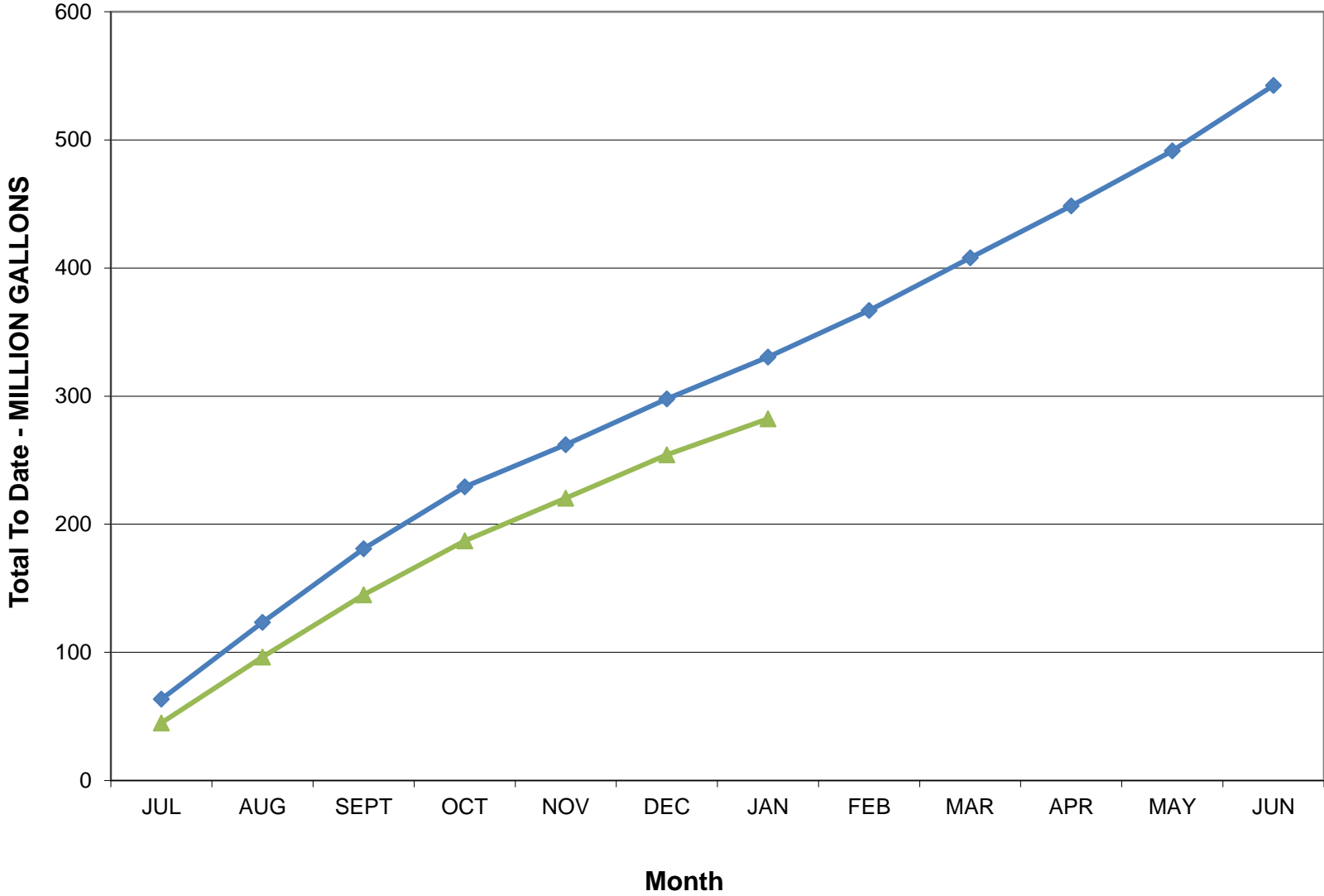
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	65.93	65.93	2.44	63.49
AUG	0.00	0.00	0.00	0.00	61.90	61.90	1.86	60.04
SEPT	0.00	0.00	0.00	0.00	59.74	59.74	2.34	57.40
OCT	0.53	1.57	0.00	3.69	44.32	50.11	1.87	48.24
NOV	1.62	17.20	9.78	0.00	7.87	36.47	3.58	32.89
DEC	0.69	5.75	21.2	0.00	10.80	38.44	2.64	35.80
JAN	0.00	7.62	24.44	0.00	3.16	35.22	2.66	32.56
FEB	0.00	14.10	21.88	0.00	3.63	39.61	3.13	36.48
MAR	0.00	14.97	24.71	0.00	5.16	44.84	3.72	41.12
APR	2.33	23.27	0.00	9.22	9.25	44.07	3.68	40.39
MAY	2.15	19.30	0.00	22.75	2.61	46.81	3.84	42.97
JUN	1.91	12.20	0.00	35.05	5.04	54.20	3.08	51.12
TOTAL	9.23	115.98	102.01	70.71	279.41	577.34	34.84	542.50
% TOTAL	1.6%	20.1%	17.7%	12.2%	48.4%	100.0%	6.0%	94.0%

Monthly Production FY 22 vs FY 23



Cumulative Production FY22 vs FY23



MONTH Jan-23						
Coastside County Water District Monthly Discharge Report						
EMERGENCY MAIN AND SERVICE REPAIRS						
	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (MG)
1	1/10/2023	1/24/2023	663 Myrtle Street	Service	3/4" Plastic	0.001
2						
3						
4						
5						
6						
7						
8						
Totals						0.001

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.009
Reservoir Cleaning	
Automatic Blowoffs	0.099
Dewatering Operations	
Other (includes flow	0.000
DISCHARGES GRAND TOTAL (MG)	
0.108	

Coastside County Water District
 766 Main Street
 July 2022 - June 2023

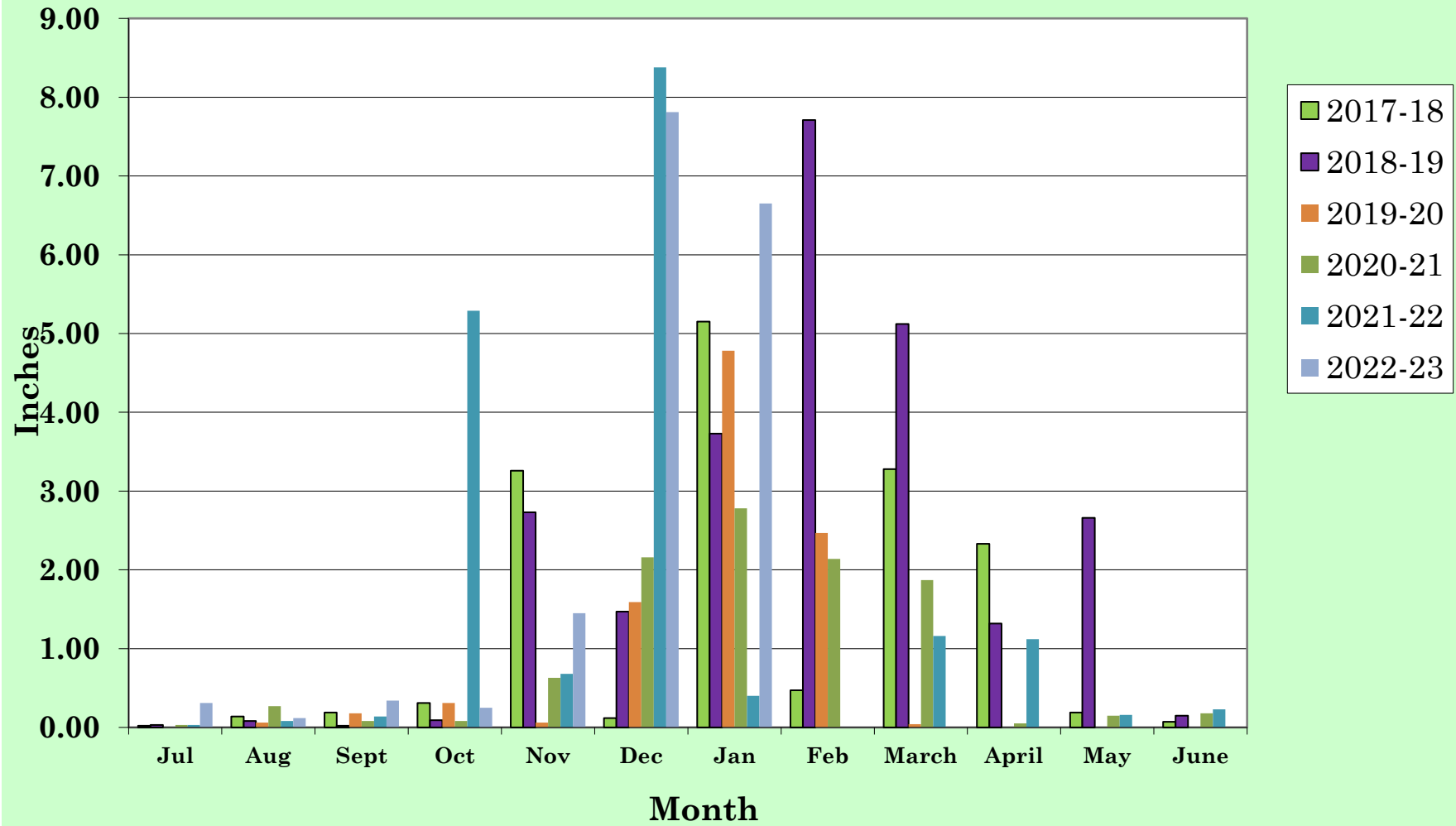
Nunes
 Rainfall in Inches

	2022						2023					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0.02	0.01	0	0.01	0.34	0.61	0.13					
2	0.05	0	0	0	0.02	0	0.53					
3	0.02	0	0	0	0	0.63	0.03					
4	0	0	0	0	0	0.24	0.48					
5	0.02	0	0	0	0.2	0.08	0.77					
6	0.04	0	0	0.01	0.06	0.1	0.41					
7	0.01	0	0	0.01	0.07	0	0.17					
8	0	0	0	0.01	0.72	0.03	0.26					
9	0	0	0	0.02	0.04	0	0.19					
10	0.01	0	0	0	0	0.77	0.24					
11	0	0	0	0.01	0	0.46	0.22					
12	0.01	0	0	0	0	0	0					
13	0	0	0	0	0	0	0.97					
14	0	0	0	0.01	0	0	1.02					
15	0	0	0	0	0	0	0.76					
16	0.01	0	0	0	0	0	0.41					
17	0	0.01	0	0	0	0	0					
18	0	0	0.12	0	0	0	0.06					
19	0	0.01	0	0	0	0	0					
20	0	0	0	0	0	0	0					
21	0	0	0.2	0	0	0	0					
22	0	0	0	0.16	0	0	0					
23	0	0.02	0	0	0	0	0					
24	0.01	0.02	0	0	0	0	0					
25	0.01	0.02	0	0	0	0	0					
26	0	0.01	0	0	0	0.24	0					
27	0.01	0.02	0	0	0	1.15	0					
28	0.02	0	0	0	0	0.03	0					
29	0.03	0	0	0	0	0.38	0					
30	0.03	0	0	0.01	0	0.26	0					
31	0.01	0		0		2.83	0					
Mon. Total	0.31	0.12	0.34	0.25	1.45	7.81	6.65					
Year Total	0.31	0.43	0.77	1.02	2.47	10.28	16.93					

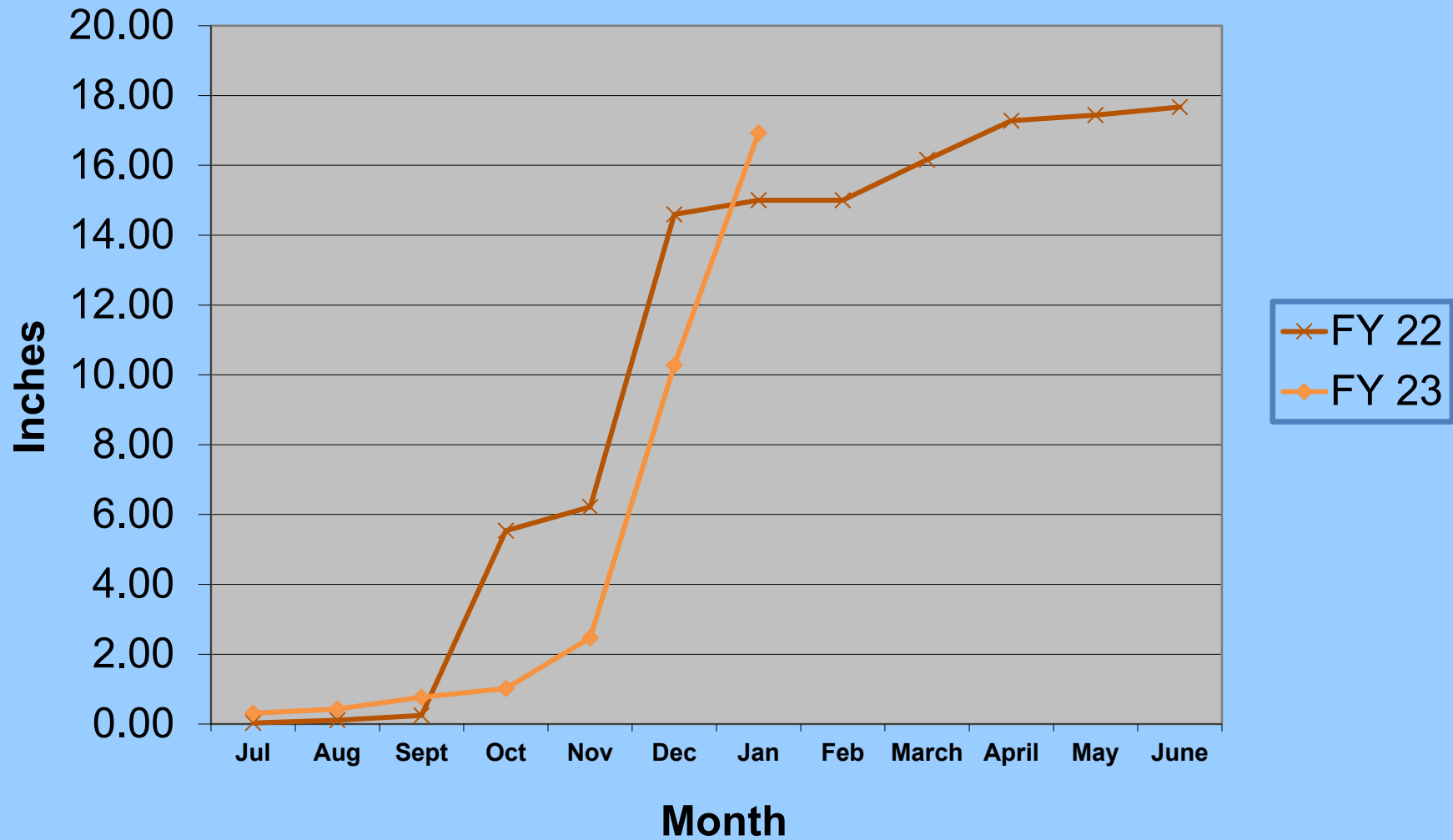
Coastside County Water District

Rainfall by Month

Fiscal Years 18 - 23

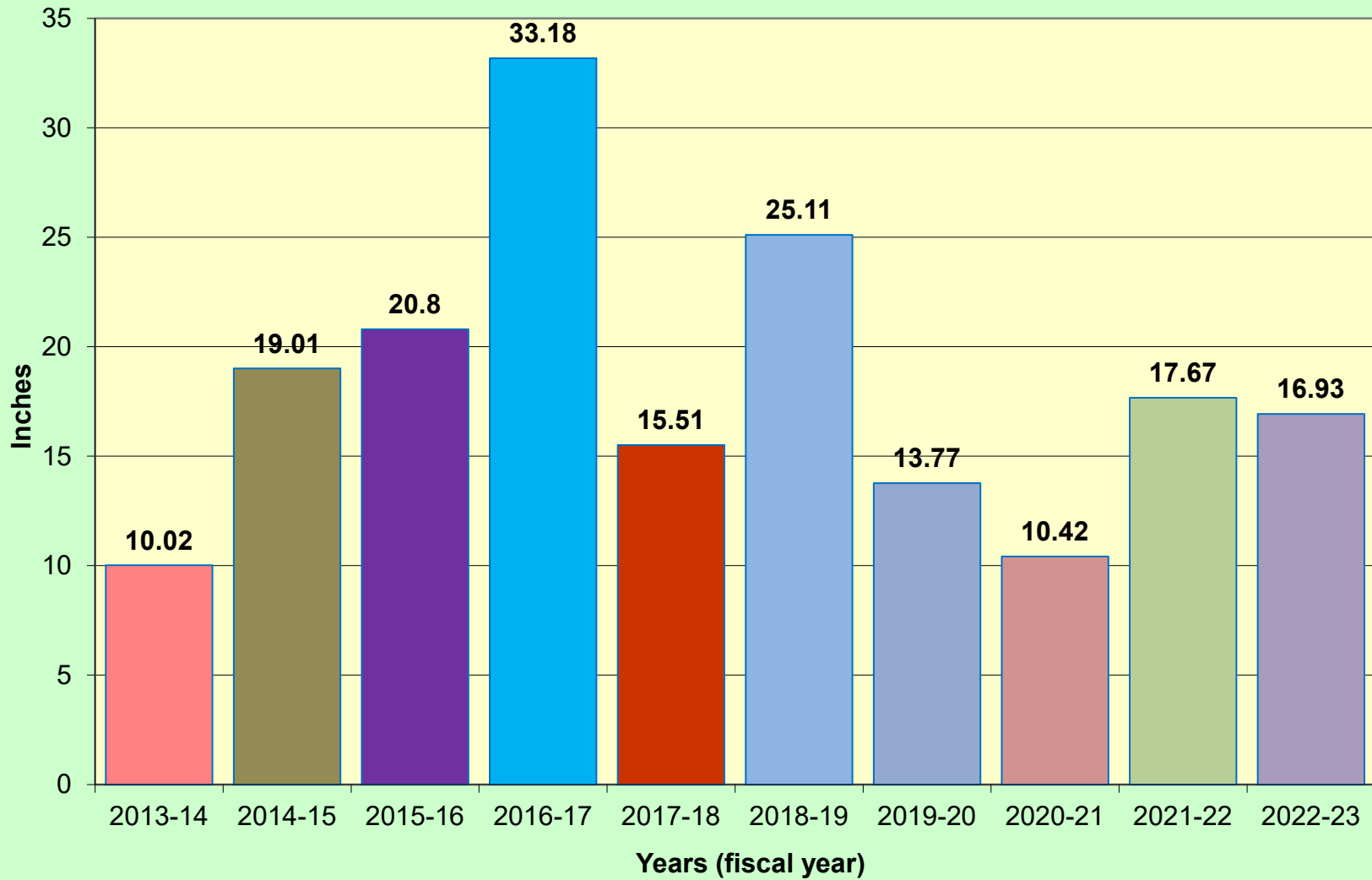


Rainfall Total Comparison Fiscal Years 22-23



Rain Totals

Fiscal Years 14 - 23



San Francisco Public Utilities Commission Hydrological Conditions Report December 2022

J. Chester, C. Graham, N. Waelty, January 13, 2023



Lake Eleanor, owned and operated by Hetch Hetchy Water and Power (HHWP) a Division of the SFPUC, filled and spilled over the New Years Eve Weekend. HHWP staff from the Maintenance Engineering department were able to visit the site during the event and evaluate conditions in real time. The pictures above were taken during the event and show water spilling over the multiple arch dam (left), flow over the spillway (top right) and Eleanor Creek below the dam (bottom right).

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, 2023							
	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	254,350		340,830		86,480		75%
Cherry Reservoir ²	225,556		268,800		43,244		84%
Lake Eleanor ³	25,495		21,495		0		100%
Water Bank	364,517		570,000		205,483		64%
Tuolumne Storage	869,918		1,201,125		331,207		72%
Local Bay Area Storage							
Calaveras Reservoir	56,726	18,484	96,824	31,550	19,085	6,219	80%
San Antonio Reservoir	43,609	14,210	52,506	17,109	0	0	100%
Crystal Springs Reservoir ⁴	51,923	16,919	73,159	23,839	14,404	4,694	80%
San Andreas Reservoir	15,994	5,212	18,996	6,190	1,700	554	91%
Pilarcitos Reservoir ⁵	2,141	698	3,118	1,016	85	28	97%
Total Local Storage	170,394	55,523	244,603	79,704	35,514	11,246	86%
Total System	931,003		1,445,728		365,721		75%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated. ⁴ Crystal Springs Max Storage at Spillway

² Maximum Cherry Reservoir storage with flash-boards removed.

⁵ Pilarcitos Max Storage w/1' flash-board

³ Maximum Lake Eleanor storage with flash-boards removed.

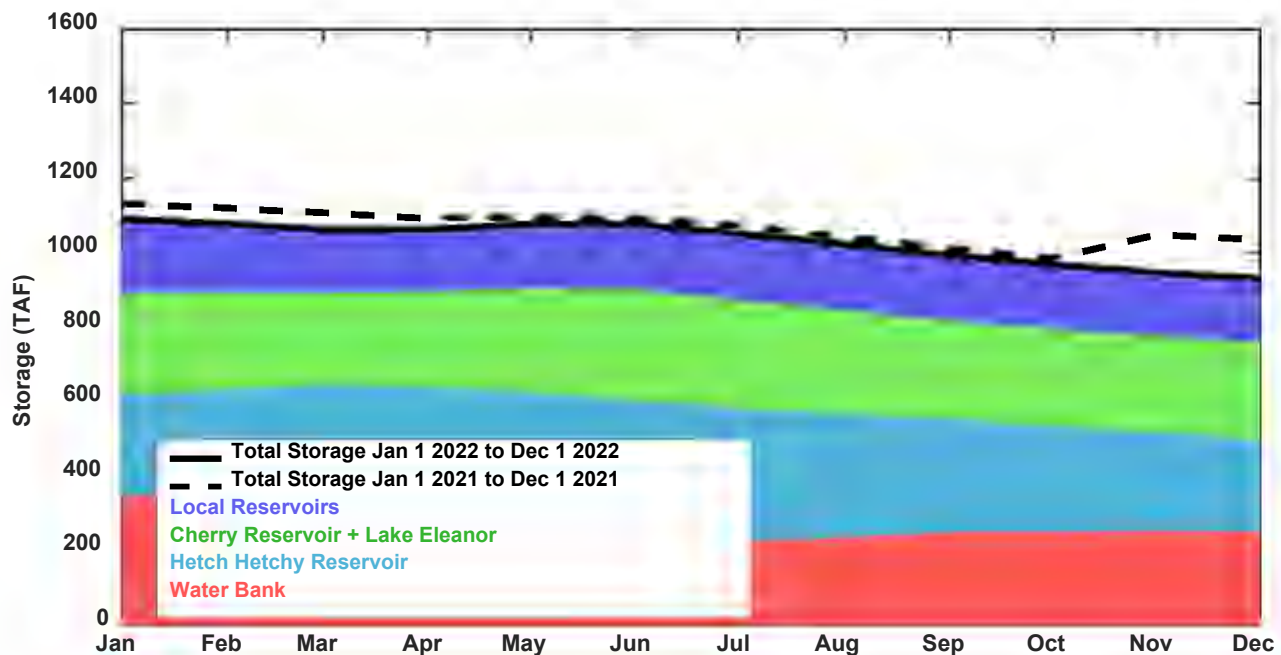


Figure 1: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The December 2022 six-station precipitation index was 17.65 inches, or 303% of median for the month.

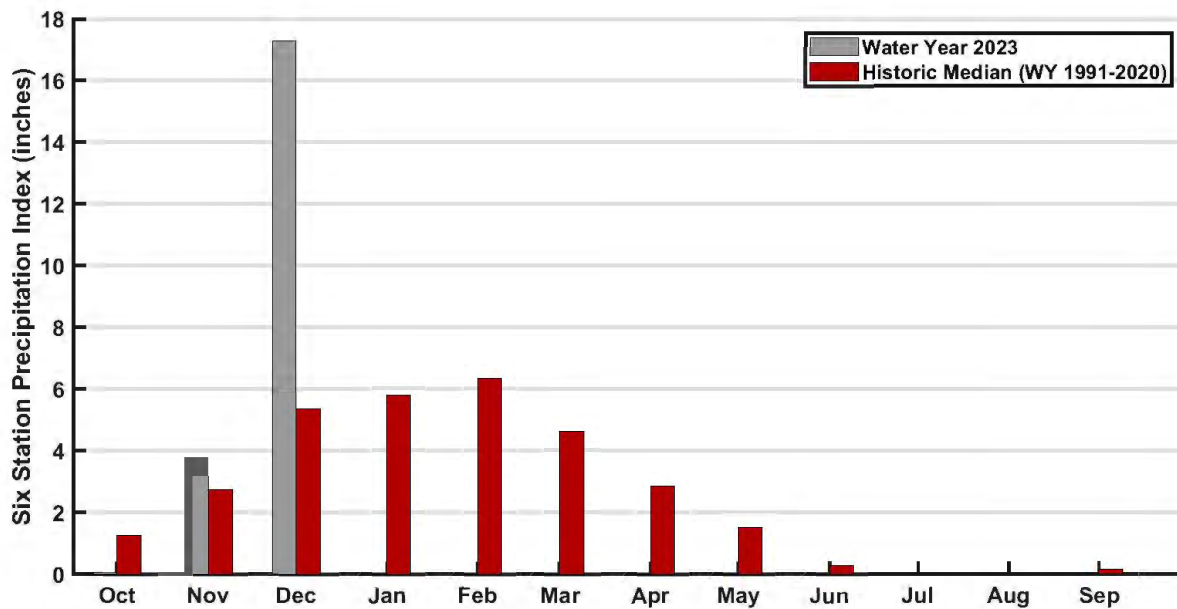


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of December 31, the six-station precipitation index for Water Year (WY) 2023 was 21.48 inches, which is 220% of the median total to date. The Hetch Hetchy Weather Station received 16.53 inches of precipitation in December resulting in a total of 21.05 inches for WY 2023, or 229% of median to date. The cumulative WY 2023 Hetch Hetchy precipitation is shown in Figure 3 in red.

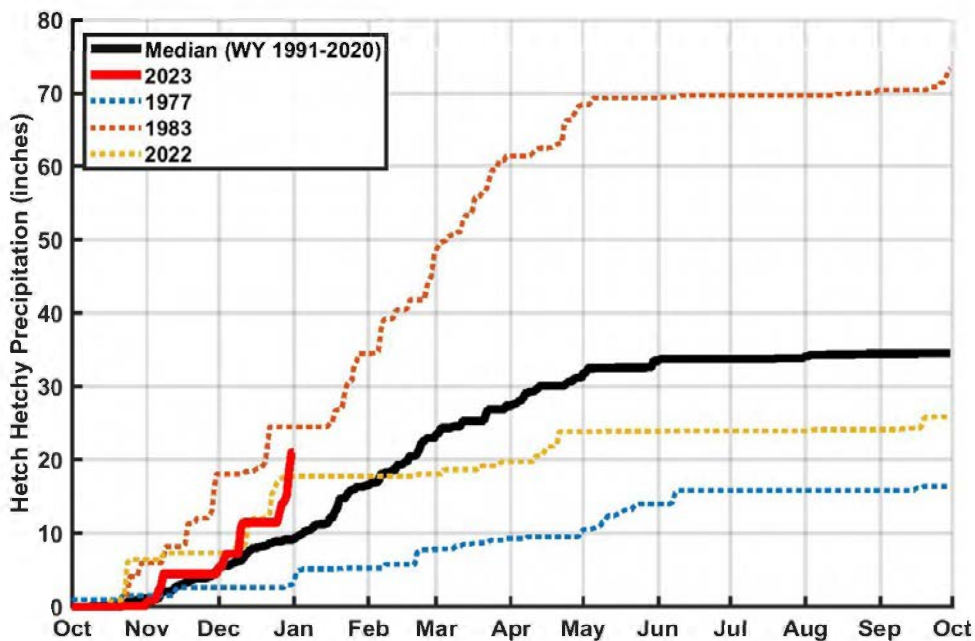


Figure 3: Water Year 2023 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2023 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for December 2022 and Water Year 2023 is summarized below in Table 2.

Table 2. Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	December 2022				October 1, 2022 through December 31, 2022			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	32,906	11,208	18,263	180%	36,220	24,564	36,157	100%
Inflow to Cherry Lake and Lake Eleanor	49,964	14,889	25,932	193%	60,425	35,976	47,885	126%
Tuolumne River at LaGrange	209,453	52,580	83,633	250%	241,835	93,357	137,618	176%
Water Available to City	127,839	325	31,109	411%	127,839	7,941	42,244	303%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline increased from 170 MGD to 200 MGD on December 1 and then reduced to 100 MGD on December 28 and remained there for the rest of the month.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 24,787 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for December were 40 cfs. Total inflow into Hetch Hetchy Reservoir as of August 1, 2022, has resulted in a Water Year Type B for Hetch Hetchy Reservoir from August 1 through December 31, 2022. As of January 1, WY 2023 total precipitation has moved Hetch Hetchy Reservoir instream releases into a type A (median to wet) type year and stream release increase to 50 cfs for January.

Cherry Reservoir power draft and stream releases totaled 54,575 acre-feet for the month of December. The required minimum instream release from Cherry Reservoir for December was 5 cfs and will remain at 5 cfs until June 30, 2023. Lake Eleanor required release for December was 5 cfs and will remain 5 cfs until February 28, 2023.

The Cherry Reservoir - Lake Eleanor pumps were operated from December 6 through December 10 and December 13 through December 31. A total of 3,464 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir in December.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for December was 29 MGD. The Sunol Valley Water Treatment Plant was in ‘stand-by’ for most of the month, production was less than 4 MGD.

Regional System Water Delivery

The average December delivery rate was 143 MGD, which is 10% below the November delivery rate of 158 MGD.

Local Precipitation

The rainfall summary for December 2022 is presented in Table 3. End of month precipitation from a strong atmospheric river event dramatically increased month precipitation totals.

Weather Station Location	December		October 1, 2022 through December 31, 2022	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	18.89	276%	22.59	195%
Lower Crystal Springs Reservoir	14.35	320%	16.88	226%
Calaveras Reservoir	13.90	412%	16.59	283%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Due to significant precipitation from early December and late December storm systems, the current snowpack (Figure 5) is already 75% of April 1st average with another series of storm systems expected to impact the upcountry watersheds during the first half of January. Longer term forecasts are showing a drying trend in the latter half of January.

Water Available to the City (WAC) in December increased to 127,839 acre-feet (Figure 4).

Hetch Hetchy Reservoir is drafting via SJPL deliveries and minimum instream releases. Cherry Reservoir and Lake Eleanor are drafting via minimum instream releases and Holm Powerhouse Draft. As the snowpack builds with each storm, operations have begun to draft Cherry Reservoir storage to manage upcoming runoff. Water Bank credited extensively in December as storm driven flows on the Tuolumne River exceeded the Districts Raker Act Entitlements.

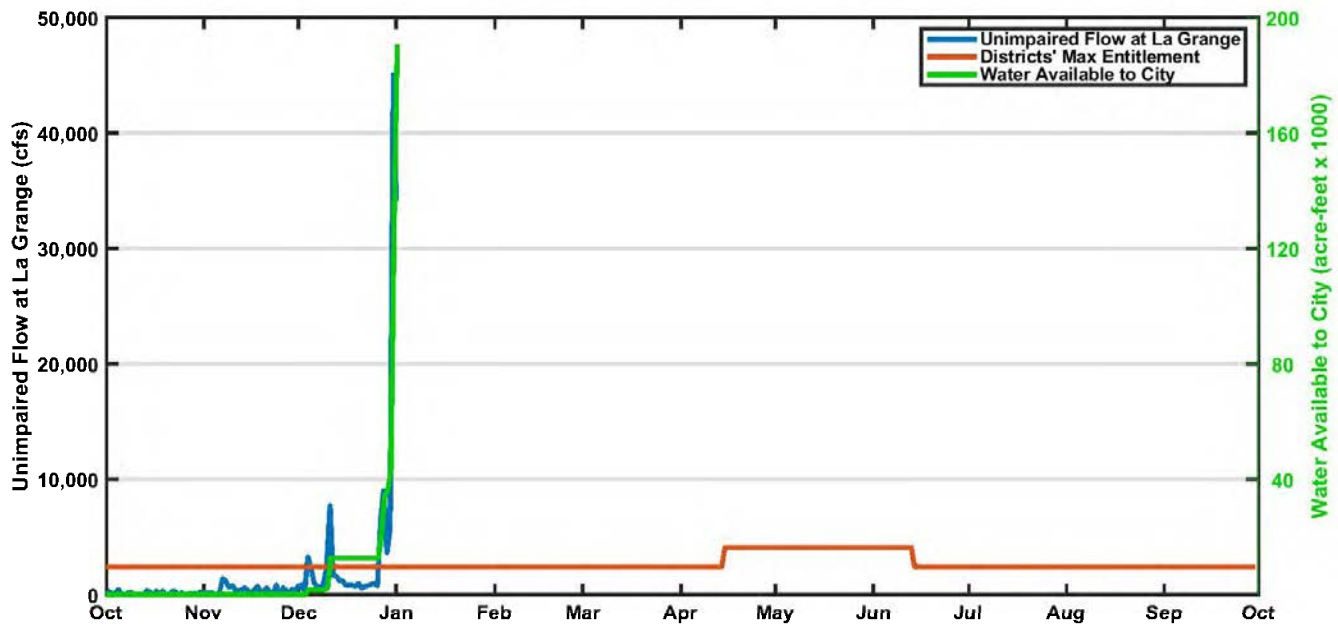


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

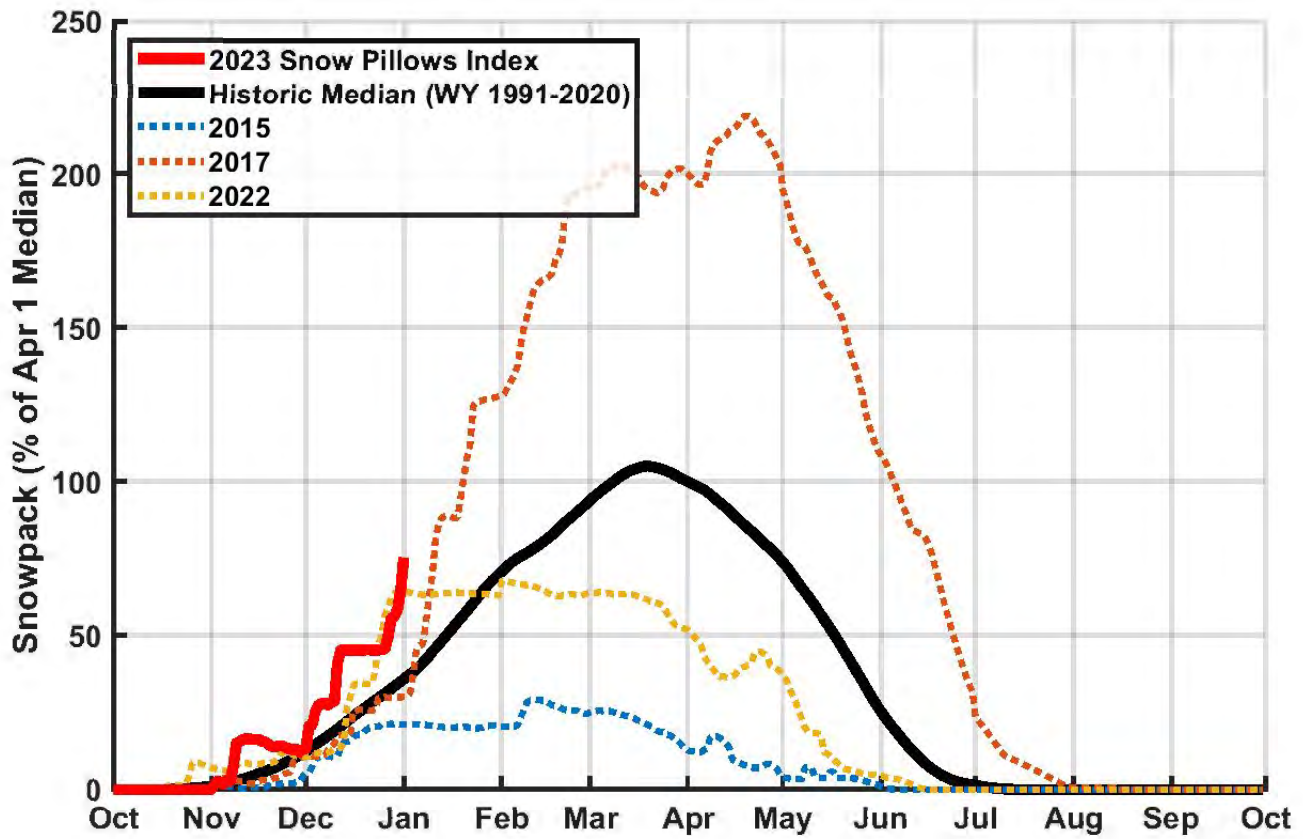


Figure 5: Tuolumne River Basin 10 Station Snow Index, based on real time snow pillow Snow Water Equivalent (SWE) measurements in the Tuolumne Basin. Example high and low snowpack years are included with Water Year 2023 for comparison purposes.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Report

Date: February 10, 2023

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2021-2022

Recommendation:

Authorize staff to write off bad debts for fiscal year 2021-2022 (July 1, 2021 to June 30, 2022) in the total amount of \$9,296.

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 2021-2022 is \$ 9,296 as detailed in the attached table.

These bad debts only include 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 2020-2021: \$86,368

Fiscal Year 2019-2020: \$11,115

Fiscal Year 2018-2019: \$8,229

Fiscal Year 2017-2018: \$13,394

Fiscal Year 2016-2017: \$10,403

Fiscal Impact:

This amount was charged to expense on the FY2021-2022 Financial Statements.

**Coastside County Water District
Bad Debt Write-Offs for Fiscal Year 2021-2022**

Name	Amount Due
KIMIKO KIMURA	\$ 1,918.68
NATHAN GREENE	\$ 1,517.98
MICHELLE THOMPSON	\$ 1,410.84
MICHELLE PLACENCIA	\$ 1,010.97
TORR LEWIS (Deceased)	\$ 627.85
JEREMY SMITH	\$ 518.13
LUCAS AND COMPANY	\$ 333.74
LUCAS AND COMPANY	\$ 31.13
LUCAS AND COMPANY	\$ 59.95
SHAHRZAD STOCKMAN	\$ 318.11
LEON SHIRLEY	\$ 228.12
JUSTIN PORTER	\$ 219.98
KEITH RICHARDSON	\$ 190.12
DAVID ABDULHADI	\$ 141.65
BARRY ROLAND (Deceased)	\$ 123.33
BARRY ROLAND (Deceased)	\$ 17.35
ROSANN GUADAGNO	\$ 108.78
DEB VONGPHASOUK	\$ 94.46
ARNE JOHANNESSEN	\$ 78.23
GLORIA TAN	\$ 71.16
WORKING DIRT	\$ 66.49
GREGORY HAMPTON	\$ 65.37
DEB VONGPHASOUK	\$ 48.45
JOAN GALDAMEZ	\$ 40.89
MARGUERITE MURPHY	\$ 31.55
TOSHIKO NAGOYA/HIROMASA MATSUMOTO	\$ 22.80
Total Bad Debt Write-Offs	<u>\$ 9,296.11</u>

**WATER SERVICE CONNECTION TRANSFER REPORT
TRANSFERS APPROVED FOR THE MONTH OF JANUARY 2023**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
048-091-110	Thomas E. Bishop	064-322-210	Thomas E. Bishop & Brian Bishop	3 - 5/8"	January 24, 2023

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Report Date: February 10, 2023

Subject: Approval for President Muller Compensation and Expenses for Attending the Association of California Water Agencies (ACWA) Region 5 Midterm Board Meeting on January 27, 2023 at the Marina Coast Water District.

Recommendation:

Approve compensation and expenses for President Muller to attend the Association of California Water Agencies (ACWA) Region 5 Midterm Board Meeting on January 27, 2023, at the Marina Coast Water District, including travel expenses of \$117.25.

Background:


District policy in Section XII.b of Resolution 2004-06 (Code of Conduct) states that "Each member of the Board of Directors is encouraged to participate in those outside activities and organizations that in the judgment of the Board further the interests of the District. Expenses incurred by Board members in connection with such activities are reimbursable, where authorized in advance or subsequently ratified by the Board."

Vice-President Mickelsen approved the compensation and expenses for President Muller to attend the ACWA Region 5 Midterm Board Meeting on January 27, 2023 in advance of the meeting.

January 19, 2023



Coastside County Water District Board President John Muller will be attending the ACWA Region 5 Midterm Board Meeting on January 27, 2023, at the Marina Coast Water District. I am authorizing compensation and expenses for this trip.


Chris Mickelsen
Board Vice-President
Coastside County Water District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Report

Date: February 10, 2023

Subject: Consider Resolution 2023-02 Authorizing Actions by the General Manager in Recognition of the Federal, State, and Local Declared State of Emergency Due to the Late December/Early January Winter Storm Event

Recommendation:

Approve Resolution 2023-02 authorizing actions by the General Manager in recognition of the Federal, State, and Local Declared State of Emergency due to the "Late December/Early January Winter Storm Event"

Background:

In late December 2022/Early January 2023, the County of San Mateo including the San Mateo Coastside experienced extraordinary rainfall that resulted in significant flooding, wind, and other damage. The District sustained significant damage to its potable water main on Highway 92 due to flooding on Pilarcitos Creek and the resulting creek bank failure exposing more than 600 linear feet of 12-inch welded steel potable water main as well as other creek bank instability issues in proximity of the District's water main. The District also sustained other damage in its service area including fallen trees, mud slides and road damage. Estimated emergency repair expenses incurred through January 2023 are included on Exhibit B and total \$156,000.

Given the damage in San Mateo County caused by the storms, the Federal Government, State of California, County of San Mateo, and City of Half Moon Bay all declared a "State of Emergency." These declarations allow public and private businesses and individuals to apply for grants and loans related to damage from the storms.

The attached resolution (Exhibit A) authorizes the General Manager's actions in recognition of the Declared State of Emergency. District staff is pursuing FEMA grant and other funding opportunities for its restoration efforts due to the damage from the "Late December/Early January Winter Storm Event."

RESOLUTION NO. 2023-02

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
AUTHORIZING ACTIONS BY THE GENERAL MANAGER IN RECOGNITION OF THE
FEDERAL, STATE, AND LOCAL DECLARED STATE OF EMERGENCY DUE TO
THE LATE DECEMBER / EARLY JANUARY WINTER STORM EVENT**

* * *

WHEREAS, extraordinary rainfall on December 31, 2022, resulted in flooding and mudflows in many areas throughout the County of San Mateo, including the flooding of Pilarcitos Creek;

WHEREAS, the extraordinary rainfall experienced on December 31, 2022 was the first of a series of severe storms, or “atmospheric rivers,” which collectively have been termed the “Late December / Early January Winter Storm Event” by the California Office of Emergency Services;

WHEREAS, the President of the United States declared a state of emergency for the State of California due to the Late December / Early January Winter Storm Event on January 9, 2023;

WHEREAS, the Governor of California declared a statewide state of emergency due to the Late December / Early January Winter Storm Event on January 4, 2023;

WHEREAS, the County of San Mateo, and the City of Half Moon Bay declared a local emergency due to the Late December / Early January Winter Storm Event on January 2, 2023, and January 1, 2023 (and ratified on January 4, 2023), respectively;

WHEREAS, the Coastside County Water District (“District”) sustained significant damage with its distribution main along Highway 92 due to flooding on Pilarcitos Creek including exposure of more than 600 linear feet of a 12-inch welded steel potable water pipeline due to creek bank failure as well as multiple areas of apparent creek bank instability in proximity of the potable water main along Pilarcitos Creek due to flooding resulting from the Late December / Early January Winter Storm ;

WHEREAS, the District also sustained damage in Pilarcitos Canyon from fallen trees, slides, and road damage due to the Late December / Early January Winter Storm;

WHEREAS, at the January 10, 2023 Board of Directors meeting, the General Manager informed the Board that she would be exercising her authority under the District's Policies and Procedures for Award of Contracts in an emergency to address emergency repairs needed due to the Late December / Early January Winter Storm;

WHEREAS, the District installed a temporary above ground 2-inch bypass pipeline at the site of the exposure of 600 linear feet of the 12-inch potable water main on January 5 and 6, 2023 under emergency conditions in order to avoid loss of water service and environmental damage that could be caused by imminent breakage of the 12-inch potable water pipeline;

WHEREAS, the District will need to install a permanent potable water pipeline on Highway 92 to replace the temporary emergency bypass pipeline as well as to replace other pipeline infrastructure given instabilities in proximity of the potable water pipeline caused by the Late December / Early January Winter Storm;

WHEREAS, because the duration of the declared state of emergencies is unknown and the threat of further or repeated flooding remains, the District must be prepared to act quickly, yet thoughtfully, to address these changing circumstances.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Coastside County Water District, in light of the recitals set forth above, recognizes that there is a federal, state, and local declared state of emergency within the District's service area and jurisdiction resulting from the Late December / Early January Winter Storm and subsequent flooding, and ratifies the necessary immediate actions taken by the General Manager to address emergency repairs in response to the impacts on District operations; and

BE IT FURTHER RESOLVED that the General Manager, or designee, is authorized to prepare and submit applications on the District's behalf to federal, state, and local government entities for funding and/or reimbursement related to emergency repairs needed due to the Late December / Early January Winter Storm and the impacts on the District's operations.

PASSED AND ADOPTED THIS 14th day February, 2023, by the following vote of the Board:

AYES:

NOES:

ABSENCES:

John Muller, President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the District

Coastside County Water District
 Late December 2022/Early January 2023 Storm Event
 Expenses through 1/31/2023

Highway 92 Emergency/Temporary Repairs		Amount
Andreini Bros	Temporary Bypass Pipeline Installation/Main Repair	\$ 17,698
Underground Republic Water Works	Pipeline Repair Parts	\$ 6,810
Core & Main	Pipeline Repair Parts	\$ 7,926
EKI	Engineering (estimate to date)	\$ 10,000
Launch Consulting	Grant Consulting Services (estimate to date)	\$ 5,000
Staff Overtime	Estimate	\$ 6,000
	Total	\$ 53,434

Pilarcitos Canyon Emergency Repairs		Amount
Andreini Bros	Debris Cleanup/Road Repairs	\$ 72,470
Underground Republic Water Works	Steel Road Plates	\$ 14,604
Jim Steele	Biologist Services (estimate to date)	\$ 8,000
Brush Hog Tree Care	Tree Removal	\$ 7,800
	Total	\$ 102,874

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogen, General Manager

Agenda: February 14, 2023

Report

Date: February 10, 2023

Subject: Approval of Professional Services Agreements with EKI Environment & Water, Inc. for 1) Geotechnical Investigation for the Highway 92 Potable Water Pipeline Emergency Restoration Project; and 2) Geotechnical Investigation for the Highway 92 Potable Water Pipeline Replacement Future Phases Project

Recommendation:

Authorize the General Manager to retain the professional services of EKI Environment & Water, Inc. ("EKI") for 1) geotechnical investigation for the Highway 92 Potable Water Pipeline Emergency Restoration Project for a not-to-exceed budget of \$63,400; and 2) geotechnical investigation for the Highway 92 Potable Water Pipeline Replacement Future Phases Project for a not-to-exceed budget of \$54,200.

Background:

During the recent December 2022 and early January 2023 storm events, Pilarcitos Creek and its major tributaries overflowed the creek banks, and the high scouring flows led to major bank slides and erosion. On January 2, the District was notified that ap. 600 feet of its 12-inch welded steel (WS) potable water main was exposed and "hanging" above Pilarcitos Creek just east of Sun Studios on Highway 92. The exposed pipeline was no longer supported by any soil underneath it as the bank of the creek had slid and dropped away due to the high scouring flows. In response to the imminent threat to potable water supplies, fire flow, and the potential environmental damage if the pipeline broke and spilled chlorinated water into Pilarcitos Creek, District staff with the assistance of Andreini Brothers Inc. immediately mobilized and installed 650 feet of 2 inch high-density polyethylene (HDPE) pipeline as a temporary above-ground emergency bypass.

The 2-inch emergency bypass allowed the District to abandon the section of 12-inch WS pipe at critical risk of failure however as a result, fire flows are significantly reduced to the three fire hydrants east of the emergency bypass. Since the installation of the bypass pipeline, the District, with the assistance of the District's Engineer EKI, has also

STAFF REPORT

Agenda: February 14, 2023

Subject: Approval of EKI for Geotechnical Investigation Services on Highway 92

Page Two

identified other areas of instability in close proximity to the 12-inch WS potable water main caused by the storm damage. The District must now install a permanent solution to restore water service and fire flows due to damage caused by the flooding. District staff is in the process of applying for FEMA funding for the permanent restoration of the Highway 92 potable water pipeline in the areas damaged by the storms.

EKI has prepared an initial design concept for the District's Emergency Restoration Project that requires the construction of three horizontal directional drilling (HDD) creek crossings. The next step is to conduct a geotechnical investigation for each of the proposed crossings. EKI has prepared the attached proposal for \$63,400 for geotechnical investigation services for the portion of the pipeline covered under the District's Emergency Restoration Project.

The District also envisions future phases where other sections of the Highway 92 potable water main will be replaced and will require additional geotechnical investigations of HDD crossings. As EKI's subconsultant Geo-Logics Associates will already be mobilized onsite for the Emergency Restoration Project, staff recommends moving forward with the geotechnical investigation work for future phases to avoid incurring duplicative mobilization expenses.

Fiscal Impact:

The geotechnical investigation services are estimated at \$63,400 for the Highway 92 Potable Water Pipeline Emergency Restoration Project and \$54,200 for the Future Phases Project.

9 February 2023

Ms. Mary Rogren
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: Proposal for Geotechnical Investigation for the Highway 92 Potable Water Pipeline
Emergency Restoration Project
Coastside County Water District, Half Moon Bay, California
(EKI C3-049)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for geotechnical investigation to implement the Highway 92 Potable Water Pipeline Emergency Restoration Project (Project). This proposal is being prepared in response to the District's request on 1 February 2023.

PROJECT UNDERSTANDING

An existing 12-inch welded steel (WS) potable water pipeline runs along the south side of Highway 92 (San Mateo Road) and adjacent to Pilarcitos Creek in a 10-foot-wide easement. The existing pipeline crosses Pilarcitos Creek or its tributaries in several locations. The severe storm events of December 2022 and January 2023 overflowed the banks of Pilarcitos Creek and its tributaries, and these high scouring flows led to major bank slides and erosion. In January 2023, the District was notified that the 12-inch WS pipe in parcels 056-341-020, 210, and 040 was suspended above Pilarcitos Creek, no longer being supported by soil which had been eroded by the high flows. In response to the imminent threat to potable water supplies, fire flow, and the potential environmental damages a pipeline break would cause, the District installed approximately 650 feet of 2-inch high-density polyethylene (HDPE) as a temporary above-ground emergency by-pass. The 2-inch emergency bypass allowed the District to abandon the section of 12-inch WS pipe at critical risk of failure but significantly reduces fire flow to the three fire hydrants east of the emergency bypass.

In the subsequent weeks since the emergency bypass installation, EKI and the District have identified additional sections of the 12-inch WS pipeline that require permanent emergency restoration. EKI prepared a conceptual design for the Emergency Replacement that will include approximately 3,700 linear feet of new 10-inch ductile iron pipe (DIP) installed by open trench construction and approximately 1,200 linear feet of 12-inch HDPE pipe installed at three (3) creek crossings by horizontal directional drilling (HDD). The District is seeking FEMA funding for the design, construction, and administration of the Emergency Restoration Project.

Based on direction from the District, the scope of work described below includes a geotechnical investigation for the Emergency Restoration Project that will be needed to support the design and construction of the HDD crossings.

SCOPE OF WORK

EKI's subconsultant Geo-Logic Associates will perform a geotechnical investigation to explore subsurface conditions for each of the three HDD crossings along the proposed alignment for the Emergency Restoration Project and to provide geotechnical recommendations for the design and construction of the pipeline.

The geotechnical investigation is anticipated to include the following tasks:

- Review pertinent geological information for the area.
- Site visit to observe existing site conditions and mark proposed boring locations.
- Notify USA for underground utility clearance.
- Obtain a subsurface drilling permit from the County of San Mateo Environmental Health Services Division (SMCEHS).
- Subcontract with a private underground services locator to check the proposed boring locations for the presence of underground utilities.
- Coordinate subsurface exploration with the District, City, County, and EKI.
- Conduct subsurface exploration by means of six (6) exploratory borings to depths of about 50 feet below ground surface, or practical refuse, using a truck-mounted drill rig (see Exhibit 1 – Proposed Borings DH-3 to DH-8).
- Perform laboratory testing on selected soil samples obtained from the borings to evaluate pertinent engineering properties.
- Perform engineering analysis on the collected data.
- Prepare a geotechnical investigation report corresponding to the Project.

EKI will also provide project management services, including budget tracking, invoicing, staff and consultant management, and review. The EKI team will use the results of the geotechnical investigation to assist in the detailed design of the proposed Project as part of a future scope of work.

Deliverables:

- Draft and final Geotechnical Reports in PDF format.
- Subsurface drilling permit.

Assumptions:

- Right-of-entry to private properties for field exploration work will be provided by the District. Information will be provided to assist the District obtain these agreements.

- Costs are based on conventional geotechnical subsurface exploration with truck or track-mounted equipment, and no special requirements or procedures.
- Field work will be performed during business hours Monday-Friday, between 7 am-6 pm
- Soil cuttings will be spread in vacant areas near the drilling sites. Additional fees will be required if soil cuttings are to be handled differently.
- No work plan is required for fieldwork. Additional fees will be required if a work plan is required.
- EKI will provide oversight and review the findings of the investigation as they pertain to the design of the Project.

PROJECT SCHEDULE

EKI anticipates that the geotechnical field investigation will be completed in approximately 8 to 10 weeks after receiving notice to proceed.

COMPENSATION FOR CONSULTING SERVICES

EKI proposes that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2023. Based on the proposed Scope of Work described above, we estimate a budget of \$63,400 per Table 1, attached.

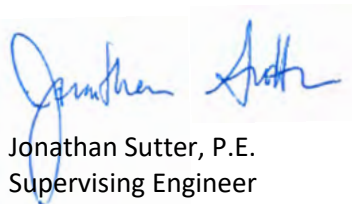
TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Agreement dated 5 August 2022.

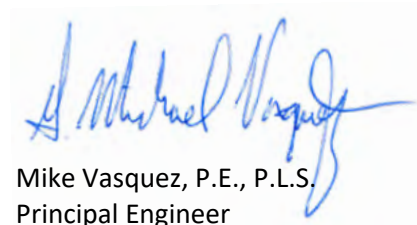
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.
Supervising Engineer



Mike Vasquez, P.E., P.L.S.
Principal Engineer

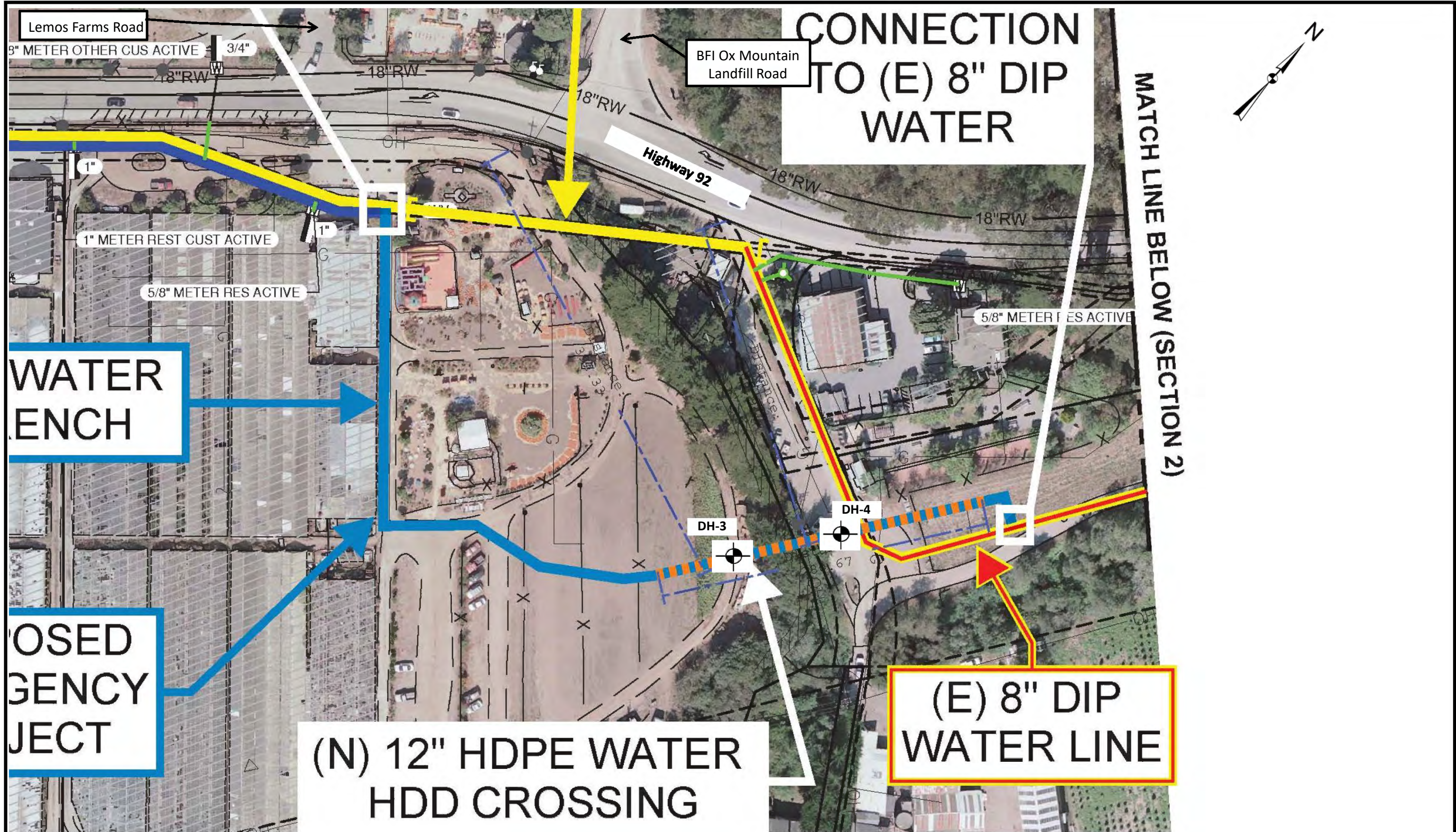
cc: James Derbin, CCWD

Attachments

Exhibit 1 – Proposed Boring Locations

Table 1 – Estimated Hours and Budget

EKI Schedule of Charges, dated 2 January 2023



WATER ENCH

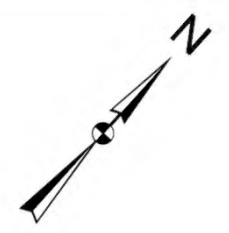
USED GENCY JECT

(N) 12" HDPE WATER HDD CROSSING

CONNECTION TO (E) 8" DIP WATER

(E) 8" DIP WATER LINE

MATCH LINE BELOW (SECTION 2)



Legend

Proposed exploratory boring

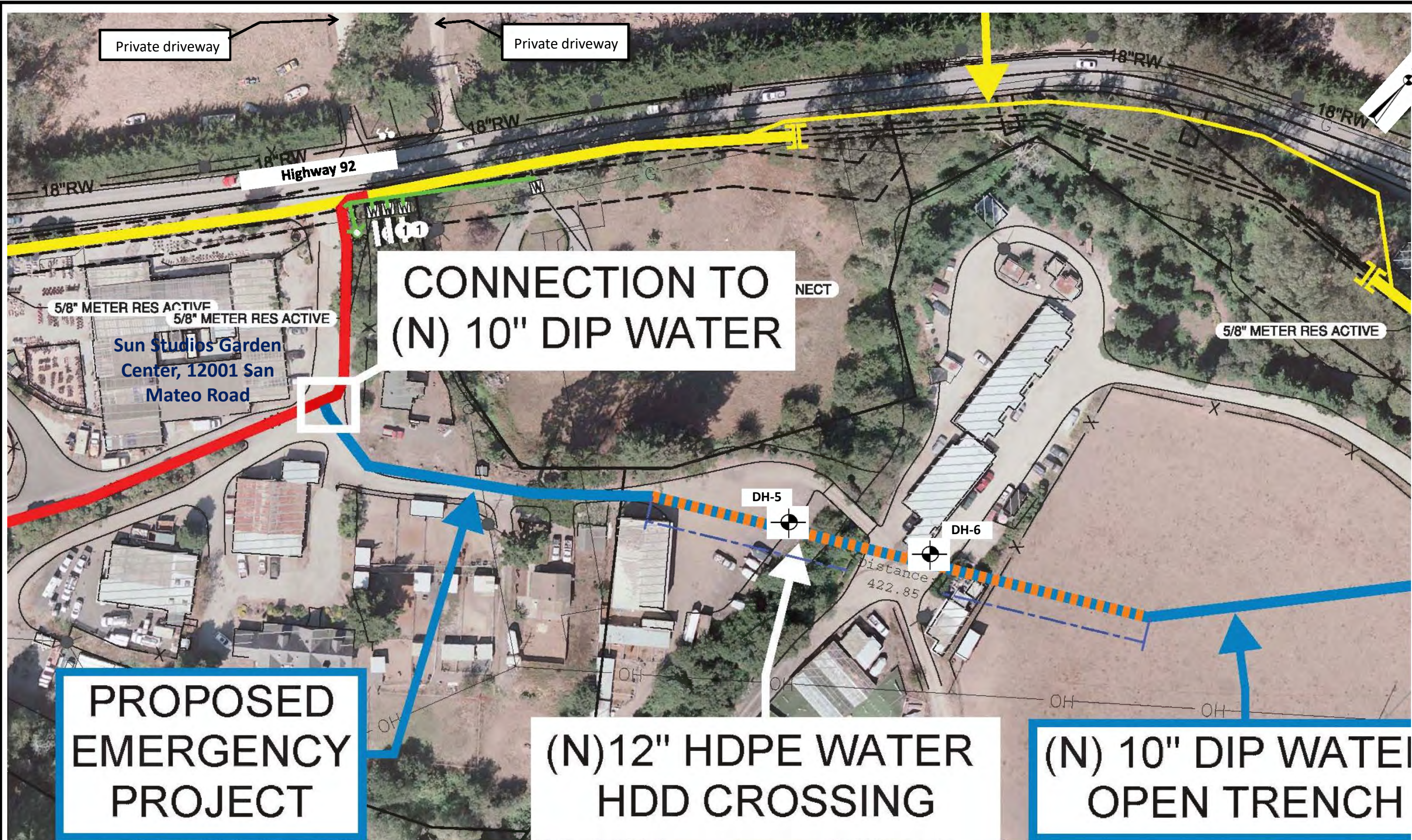


6300 San Ignacio Avenue,
Suite A
San Jose, California 95119
Phone (408) 778-2818

Drafted By:
Date: February 2023
Checked By:
Revision:

PROPOSED BORINGS @ CROSSING SITE 2
Coastside County Water District Highway 92
Water Line Replacement Project
San Mateo County, California

FIGURE
2
PROJECT
PA23.1005.PR



**CONNECTION TO
(N) 10\"/>**

**PROPOSED
EMERGENCY
PROJECT**

(N)12\"/>

(N) 10\"/>

Legend
 Proposed exploratory boring

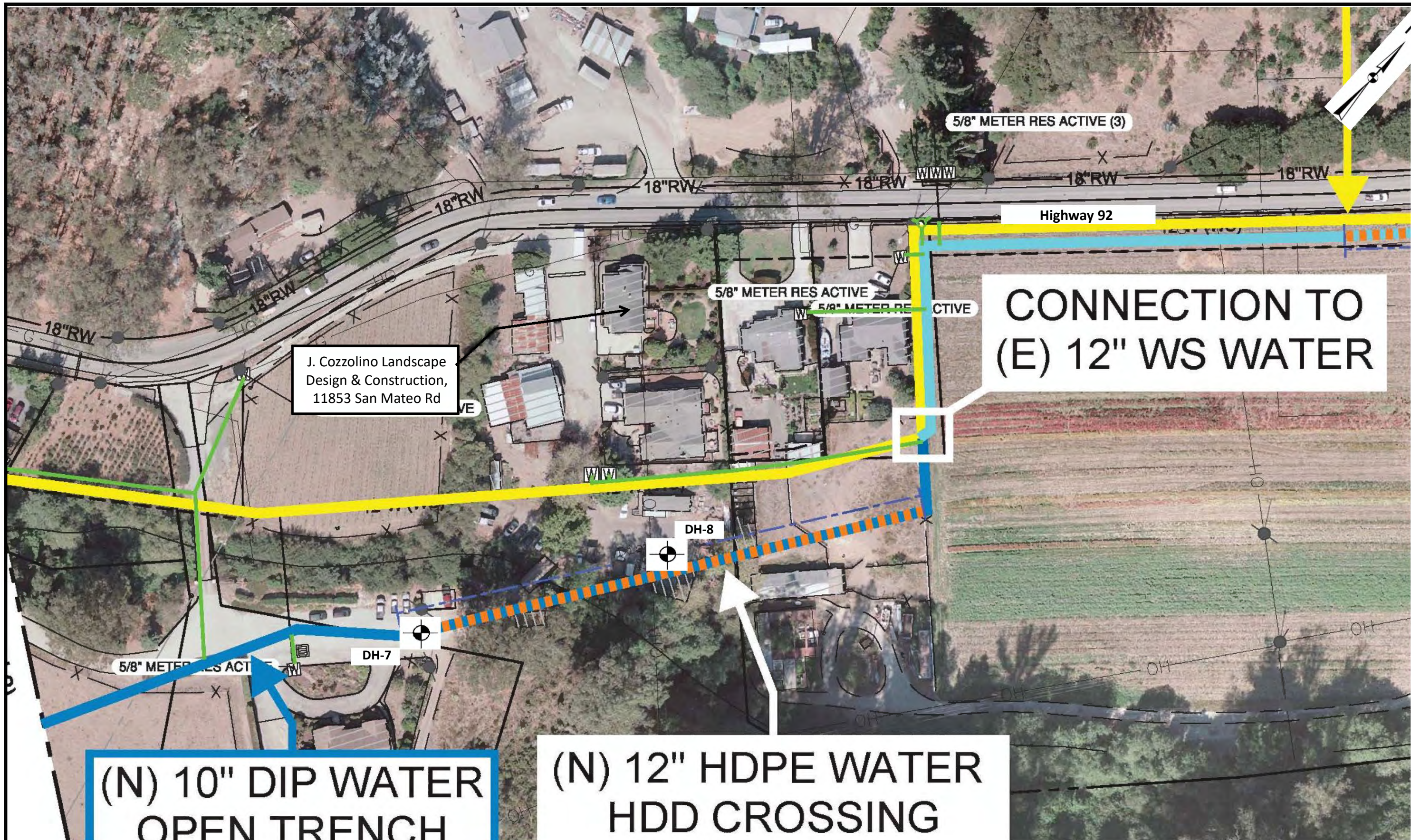
Geo-Logic
 ASSOCIATES

6300 San Ignacio Avenue,
 Suite A
 San Jose, California 95119
 Phone (408) 778-2818

Drafted By:
 Date: February 2023
 Checked By:
 Revision:

PROPOSED BORINGS @ CROSSING SITE 3
 Coastside County Water District Highway 92
 Water Line Replacement Project
 San Mateo County, California

FIGURE
 3
PROJECT
 PA23.1005.PR




J. Cozzolino Landscape Design & Construction, 11853 San Mateo Rd

CONNECTION TO (E) 12" WS WATER

(N) 10" DIP WATER OPEN TRENCH

(N) 12" HDPE WATER HDD CROSSING

Legend

 Proposed exploratory boring



6300 San Ignacio Avenue, Suite A
San Jose, California 95119
Phone (408) 778-2818

Drafted By:

Date: February 2023

Checked By:

Revision:

PROPOSED BORINGS @ CROSSING SITE 4
Coastside County Water District Highway 92
Water Line Replacement Project
San Mateo County, California

FIGURE
4
PROJECT
PA23.1005.PR

Table 1. Estimated Hours and Budget - Proposal for the Geotechnical Investigation for the Highway 92 Emergency Potable Water Replacement Project

Coastside County Water District, Half Moon Bay, California
(EKI C3-067)

TASKS				LABOR COST (\$)	SUBS	OTHER DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL		
	Jordan Gans, E.I.T.	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		Geo-Logic Associated	UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)	
	200	309	320											
Task 1 - Geotechnical Investigation														
Project Management	2	4	1	\$1,956								\$1,956		
Geo-Logic Geotechnical Investigation	4	2		\$1,418	\$ 52,205					\$5,221	\$57,426	\$58,844		
EKI Review Geotechnical Report	4	4	1	\$2,356								\$2,356		
Communications Fee (EKI Labor Only)					-		4%	\$5,730			\$229	\$229		
Task 1 Subtotal	10	10	2	\$5,730	\$52,205					\$5,221	\$57,655	\$63,385	\$63,400	
TOTALS:	10	10	2	\$5,730	\$52,205					\$5,271	\$57,655	\$63,385	\$63,400	

Client/Address: Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019



Proposal/Agreement Date: 9 February 2023

EKI Proposal/Project # C3-069

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.

2 January 2023

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	332
Principal Engineer-Scientist	320
Supervising I, Engineer-Scientist	309
Supervising II, Engineer-Scientist	298
Senior I, Engineer-Scientist	286
Senior II, Engineer-Scientist	275
Associate I, Engineer-Scientist	264
Associate II, Engineer-Scientist	248
Engineer-Scientist, Grade 1	231
Engineer-Scientist, Grade 2	218
Engineer-Scientist, Grade 3	200
Engineer-Scientist, Grade 4	178
Engineer-Scientist, Grade 5	157
Engineer-Scientist, Grade 6	138
Project Assistant	130
Technician	125
Senior GIS / Database Analyst	162
CADD Operator / GIS Analyst	144
Senior Administrative Assistant	159
Administrative Assistant	124
Secretary	104

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel, and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD and other specialized software computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.

9 February 2023

Ms. Mary Rogren
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: Proposal for Geotechnical Investigation for the Highway 92 Potable Water Pipeline Replacement Future Phases
Coastside County Water District, Half Moon Bay, California
(EKI C3-049)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for geotechnical investigation to implement the Highway 92 Potable Water Pipeline Replacement Future Phases (Project). This proposal is being prepared in response to the District's request on 1 February 2023.

PROJECT UNDERSTANDING

An existing 12-inch welded steel (WS) potable water pipeline runs along the south side of Highway 92 (San Mateo Road) and adjacent to Pilarcitos Creek in a 10-foot-wide easement. The existing pipeline crosses Pilarcitos Creek or its tributaries in several locations. The District has initiated preliminary planning work to replace the pipeline and has planned for the full replacement of the pipeline by fiscal year 2027/2028 in its current capital improvement program budget. In the near-term, the District will complete the Highway 92 Potable Water Pipeline Emergency Restoration Project to restore sections of the existing 12-inch WS pipe that either failed during the recent December 2022 and January 2023 storm events or are in imminent danger of failure as a result of the storms, but it is critical for the District to replace the remainder of the 12-inch WS pipe, which is approaching the end of its useful.

As part of the planning for the Emergency Restoration Project, EKI completed a conceptual design for the remaining future project phase. The future phases will install approximately 5,300 feet of 10-inch DIP by open trench construction and approximately 1,100 feet of 12-inch high density polyethylene (HDPE) pipe installed at two (2) creek crossing by horizontal directional drilling (HDD). The future phases will complete the replacement of the existing 12-inch WS pipe on each side of the Emergency Restoration Project.

Based on direction from the District, the scope of work described below includes a geotechnical investigation for the Highway 92 Potable Water Pipeline Replacement Future Phases that will be needed to support the design and construction of the HDD crossings. The geotechnical investigation will be performed in parallel with the geotechnical investigation for the Emergency Restoration Project, which is included in a separate scope of work.

Task 1: Geotechnical Investigation

EKI's subconsultant Geo-Logic Associates will perform a geotechnical investigation to explore subsurface conditions for each of the two HDD crossings along the proposed alignment for the Project and to provide geotechnical recommendations for the design and construction of the pipeline.

The geotechnical investigation is anticipated to include the following tasks:

- Review pertinent geological information for the area.
- Site visit to observe existing site conditions and mark proposed boring locations.
- Notify USA for underground utility clearance.
- Obtain a subsurface drilling permit from the County of San Mateo Environmental Health Services Division (SMCEHS).
- Subcontract with a private underground services locator to check the proposed boring locations for the presence of underground utilities.
- Coordinate subsurface exploration with the District, City, County, and EKI.
- Conduct subsurface exploration by means of five (5) exploratory borings to depths of about 50 feet below ground surface, or practical refuse, using a truck-mounted drill rig (see Exhibit 1 – proposed Borings DH-1, DH-2, and DH-9 to DH-11).
- Perform laboratory testing on selected soil samples obtained from the borings to evaluate pertinent engineering properties.
- Perform engineering analysis on the collected data.
- Prepare a geotechnical investigation report corresponding to the Project.

EKI will also provide project management services, including budget tracking, invoicing, staff and consultant management, and review. The EKI team will use the results of the geotechnical investigation to assist in the detailed design of the proposed Project as part of a future scope of work.

Deliverables:

- Draft and final Geotechnical Reports in PDF format.
- Subsurface drilling permit.

Assumptions:

- Right-of-entry to private properties for field exploration work will be provided by the District. Information will be provided to assist the District in obtaining these agreements.
- Cost is based on conventional geotechnical subsurface exploration with truck or track-mounted equipment, and no special requirements or procedures.
- Field work will be performed during business hours Monday-Friday, between 7 am-6 pm

- Soil cuttings will be spread in vacant areas near the drilling sites. Additional fees will be required if soil cuttings are to be handled differently.
- No work plan is required for field work. Additional fees will be required if a work plan is required.
- EKI will provide oversight and review the findings of the investigation as they pertain to the design of the Project.

PROJECT SCHEDULE

EKI anticipates that the geotechnical field investigation will be completed in approximately 10 to 12 weeks after receiving notice to proceed.

COMPENSATION FOR CONSULTING SERVICES

EKI proposes that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 2 January 2023. Based on the proposed Scope of Work described above, we estimate a budget of \$54,200, per Table 1 attached.


TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Agreement dated 5 August 2022.


Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.
Supervising Engineer



Mike Vasquez, P.E., P.L.S.
Principal Engineer

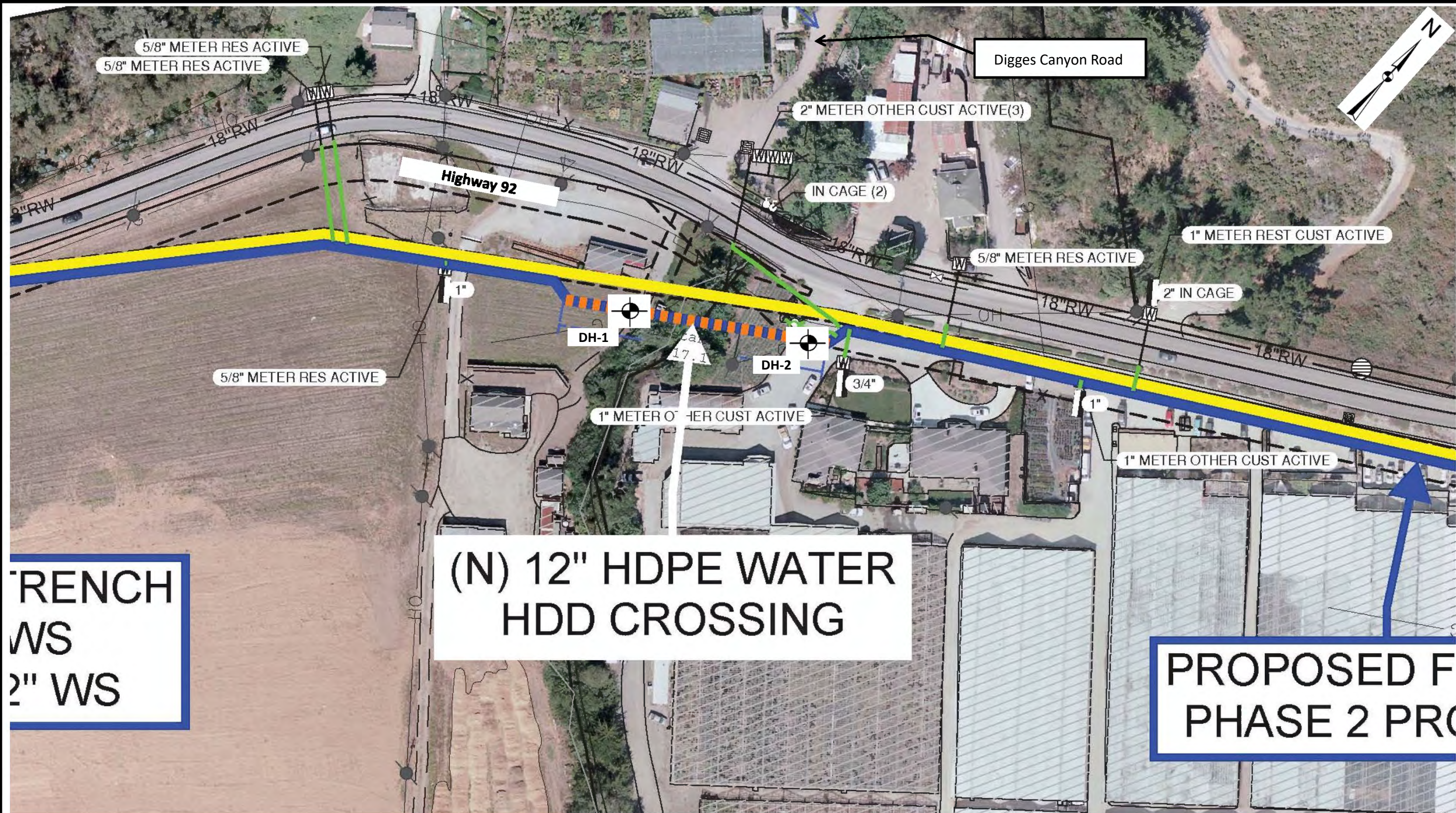
cc: James Derbin, CCWD

Attachments

Exhibit 1 – Proposed Boring Locations

Table 1 – Estimated Hours and Budget

EKI Schedule of Charges, dated 2 January 2023




TRENCH
WS
2" WS

(N) 12" HDPE WATER
HDD CROSSING

PROPOSED F
PHASE 2 PRO

Legend

 Proposed exploratory boring



6300 San Ignacio Avenue,
Suite A
San Jose, California 95119
Phone (408) 778-2818

Drafted By:

Date: February 2023

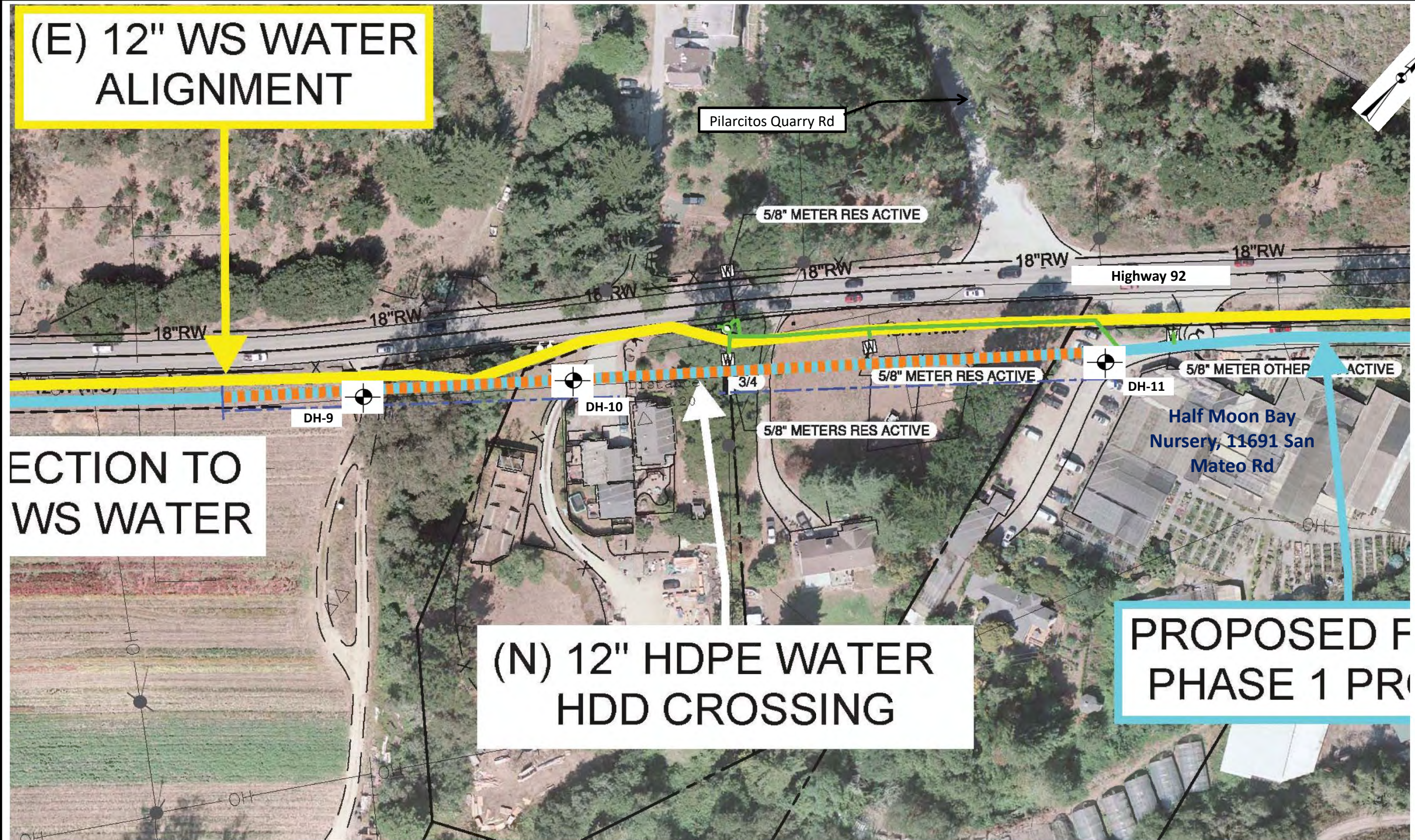
Checked By:

Revision:

PROPOSED BORINGS @ CROSSING SITE 1
Coastside County Water District Highway 92
Water Line Replacement Project
San Mateo County, California

FIGURE
1
PROJECT
PA23.1005.PR

(E) 12" WS WATER ALIGNMENT




SECTION TO WS WATER

(N) 12" HDPE WATER HDD CROSSING

PROPOSED FOR PHASE 1 PROJECT

Legend

 Proposed exploratory boring



6300 San Ignacio Avenue,
Suite A
San Jose, California 95119
Phone (408) 778-2818

Drafted By:	
Date:	February 2023
Checked By:	
Revision:	

PROPOSED BORINGS @ CROSSING SITE 5
Coastside County Water District Highway 92
Water Line Replacement Project
San Mateo County, California

FIGURE
5
PROJECT
PA23.1005.PR

Table 1. Estimated Hours and Budget - Proposal for the Geotechnical Investigation for the Highway 92 Potable Water Pipeline Replacement Future Phases

Coastside County Water District, Half Moon Bay, California
(EKI C3-067)

TASKS				LABOR COST (\$)	SUBS	OTHER DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	Jordan Gans, E.I.T.	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		Geo-Logic Associated	UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
	200	309	320										
Task 1 - Geotechnical Investigation													
Project Management	4	4	1	\$2,356								\$2,356	
Geo-Logic Geotechnical Investigation	4	2		\$1,418	\$ 43,505					\$4,351	\$47,856	\$49,274	
EKI Review Geotechnical Report	4	4	1	\$2,356								\$2,356	
Communications Fee (EKI Labor Only)					-	4%	\$6,130				\$245	\$245	
Task 1 Subtotal	12	10	2	\$6,130	\$43,505					\$4,351	\$48,101	\$54,231	\$54,200
TOTALS:	12	10	2	\$6,130	\$43,505					\$4,401	\$48,101	\$54,231	\$54,200

Client/Address: Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019



Proposal/Agreement Date: 9 February 2023

EKI Proposal/Project # C3-069

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.

2 January 2023

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	332
Principal Engineer-Scientist	320
Supervising I, Engineer-Scientist	309
Supervising II, Engineer-Scientist	298
Senior I, Engineer-Scientist	286
Senior II, Engineer-Scientist	275
Associate I, Engineer-Scientist	264
Associate II, Engineer-Scientist	248
Engineer-Scientist, Grade 1	231
Engineer-Scientist, Grade 2	218
Engineer-Scientist, Grade 3	200
Engineer-Scientist, Grade 4	178
Engineer-Scientist, Grade 5	157
Engineer-Scientist, Grade 6	138
Project Assistant	130
Technician	125
Senior GIS / Database Analyst	162
CADD Operator / GIS Analyst	144
Senior Administrative Assistant	159
Administrative Assistant	124
Secretary	104

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel, and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD and other specialized software computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Date: February 10, 2023

Subject: Approval of Amendment to Professional Services Agreement with Analytical Environmental Services for Environmental Consulting Services for the Denniston/San Vicente Water Supply Project.

Recommendation:

Authorize the General Manager to execute an amendment to the Professional Services Agreement with Analytical Environmental Services, a Montrose Environmental Solutions, Inc. corporation (hereinafter referred to as "Montrose") for environmental consulting services for the Denniston/San Vicente Water Supply Project for a cost not to exceed \$54,500.

Background:

The District has water rights to the Denniston and San Vicente Creeks which includes diverting water from the watershed for beneficial use. In 2015, with the assistance of Montrose (under a Professional Services Agreement signed in 2011), the District completed the Environmental Impact Report (EIR) which outlines the components of the Denniston/San Vicente Water Supply Project. Completion of the EIR was also a condition for the submittal of the petition for the extension of time for a permit with the State Water Resources Control Board.

The petition for the extension of time was granted in January 2020, and Staff engaged Montrose in May 2020 to provide additional environmental services related to the project for \$110,000. These funds have now been fully expended.

The District continues to require the environmental services of Montrose in preparing its permit applications, study proposal and other reporting required by CDFW (California Department of Fish and Wildlife) and as outlined in the attached proposal.

Fiscal Impact:

The District CIP (approved June 2022) includes \$4,500,000 in funding for the Denniston/San Vicente Water Supply Project.

**MONTROSE
1801 7TH STREET, SUITE 100
SACRAMENTO, CA 95811**

**CONSULTING SERVICES AGREEMENT
MODIFICATION 4
(AES JOB #211525)**

THE AGREEMENT, dated on the 14th day of April, 2011, by and between Analytical Environmental Services, a Montrose Environmental Solutions, Inc. corporation (hereinafter referred to as "Montrose"), and Coastside County Water District (hereinafter referred to as "Client"), is hereby amended as follows on this 24th day of January, 2023.

1. SCOPE OF SERVICES:

Additional services to be provided under this Agreement are described in **Exhibit A**.

2. FEES AND PAYMENTS:

Services shall be completed on a time-and-materials basis in accordance with the budget estimate provided in **Exhibit A**.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day, month, and year so stated above.

CLIENT:

Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

BY:

Mary Rogren

TITLE: General Manager

DATE: _____

MONTROSE:

1801 7th Street, Suite 100
Sacramento, CA 95811

BY:

TITLE:

DATE: _____

EXHIBIT A

SCOPE OF WORK

PROJECT UNDERSTANDING

Coastside County Water District (CCWD) currently operates the Denniston Reservoir and diversion on Denniston Creek in San Mateo County. An existing Streambed Alteration Agreement (SAA) per the California Department of Fish and Wildlife (CDFW) Fish and Game Code Section 1602 authorizing the maintenance and dredging of the Denniston Reservoir was recently extended in August 2022 for an additional five years. Measure 1.9 of the SAA stated that the existing Denniston diversion and reservoir dam are currently not permitted, and that a new SAA for operation of the reservoir and existing diversion needs to be approved by CDFW. Additionally, CDFW requested information regarding the operation of the reservoir and diversion and the hydrology upstream and downstream of the reservoir.

SCOPE OF WORK

Task 1: Streambed Alteration Agreement

A standard application for an SAA will be prepared under Fish and Game Code Section 1602. The SAA will address operation of the existing Denniston Reservoir and diversion. The application materials will follow the CDFW Environmental Permit Information Management System (EPIMS) External Permitting Portal application format. Supplemental information, including a description of the reservoir and dam operation and other maps and figures as needed, will also be prepared to support the application. A draft of the application package will be sent to CCWD for review and revisions will be made accordingly before submittal to EPIMS.

Task 2: Study Proposal

In accordance with Measure 1.9 of the dredging SAA and verbal and written requests from CDFW, a study proposal for a site-specific instream flow study will be completed utilizing information from previously prepared stream assessments and reports. CDFW has requested a more simplified document that outlines the steps needed to complete an instream flow study. Measure 1.9 also requests the determination of minimum bypass flows needed to maintain all life history stages of SFGS, CRLF, and steelhead species, and consideration of the impacts of the existing on-stream reservoir on passage and channel-forming flows, with a specific plan to provide periodic channel maintenance and flushing flows that are representative of the natural hydrograph. Materials will be submitted to CCWD for review. Revisions will be made accordingly. The study proposal will then be submitted to CDFW as an attachment to the SAA (Task 1) for review and approval prior to implementation of the instream flow study. Comments from CDFW will be addressed and incorporated into a revised plan, if necessary.

Task 3: Ongoing Consultation and Coordination with CDFW

Montrose will consult with CDFW regarding the SAA application and study proposal. This includes meetings, phone calls, and email exchanges, working in close correspondence with CCWD. Following meetings and/or conference calls with CDFW, Montrose will provide CCWD with a verbal or electronic record of discussions as needed. The extent of consultation and timeline for SAA approval are dependent on CDFW timelines and requests.

If requested, site visits can be conducted under this task. Currently, additional site visits are not anticipated to be necessary, but CDFW may request such in the future.

COST AND SCHEDULE

Tasks 1 - 2 will be conducted on a time-and-materials basis for a budget estimate of fifty four thousand five hundred dollars (\$54,500). Task 3 will be conducted on a time-and-materials basis as needed.

Assumptions

- CCWD will provide a detailed information regarding the operation of the Denniston reservoir and diversion, gauge data upstream of the reservoir, and updated hydrographs.
- Should additional hydrographs be determined necessary, this proposal assumes Balance Hydrolics will prepare them under CCWD.
- No additional CEQA documentation is required. The dredging Initial Study and the 2015 FEIR for the CCWD Denniston/San Vicente Water Supply Project can be used to support the SAA application.
- CCWD is responsible for the costs associated with the SAA application fees.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Report

Date: February 10, 2023

Subject: Consider Resolution 2023-01 Concurring in Nomination of Jack Burgett of the North Coast County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA")

Recommendation:

Adopt resolution 2023-01 concurring in nomination of Jack Burgett of North Coast County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA").

Background:

ACWA-JPIA has invited member agencies to submit nominations to fill two vacancies on the ACWA-JPIA Executive Committee. Jack Burgett, President of the Board of Directors of North Coast County Water District, has requested Coastside County Water District's support of his nomination by submitting a concurring resolution.

Attachments:

- A. Resolution 2023-01
- B. Correspondence from Jack Burgett and Biography

ATTACHMENT A

RESOLUTION NO. 2023-01

OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT
CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("JPIA")

WHEREAS, the Coastside County Water District is a member district of the JPIA; and

WHEREAS, the Bylaws of the JPIA provide that in order for a nomination to be made to JPIA's **Executive Committee**, three member districts must concur with the nominating district, and

WHEREAS, another JPIA member district, the North Coast County Water District has requested that this district concur in its nomination of its member of the JPIA Board of Directors to the **Executive Committee** of the JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District that this district concur with the nomination of Jack Burgett of North Coast County Water District to the **Executive Committee** of the JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this 14th day of February 2023.

AYES:

NOES:

ABSENT:

John Muller, President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the District

ATTACHMENT B

Dear CCWD Board of Directors,

I'd like to introduce myself and ask for your support and nomination as I pursue a position on the ACWA JPIA Executive Committee. My name is Jack Burgett and I am a long-term resident of San Mateo County, serving my third term on the North Coast County Water District Board of Directors. My professional interest is in policies, programs, and resource allocation that enhances and sustains communities like ours. I believe my experience, not only as an elected official, but also as Vice Chair of the ACWA Region 5 Board of Directors and as a member of the ACWA JPIA Liability Committee, will enable me to be successful on the ACWA JPIA Executive Committee.

I have attached my professional biography as well as a template resolution for your agency to use should you consider my nomination. Upon approval of your Board, please return a copy of the resolution by March 21, 2023 to ensure all nomination paperwork is submitted by the JPIA deadline.

Thank you for your consideration and for your support as I seek nomination for the ACWA JPIA Executive Committee.

Sincerely,

Jack J. Burgett

Jack J. Burgett

Board of Directors

North Coast County Water District



Jack Burgett

P.O. BOX 1039
PACIFICA, CA 94044

(650) 355-3462 District
(650) 799-3055 Cell
(650) 355-0735 Fax

Candidate for:
ACWA JPIA
Executive Committee

ASSOCIATIONS

**Board President, Board of Directors of the North Coast County Water District
Elected 2012, 3 Years Board President, 3 Years Board Vice President**

- Vice Chair, ACWA Region 5
- Member, ACWA Membership Committee
- Member, ACWA Energy Committee
- Member, ACWA Groundwater Committee
- District Representative, ACWA
- District Representative, ACWA Region 5
- District Representative/ Director, ACWA/JPIA
- ACWA JPIA Liability Committee

DISTRICT COMMITTEES SERVED

- Capital Improvement Program Committee
- Public Outreach & Conservation Committee
- Building Seismic Relocation Advisory Committee
- Drought Preparedness Advisory Committee
- General Manager Recruitment Advisory Committee

Over 50 + Years' Experience in Local Government, Education & Athletics:

- City College of San Francisco, Athletics
- College of San Mateo, Athletics
- County of San Mateo Superior Court, Grand Juror
- County of San Mateo Superior Court, Law Enforcement Committee
- Jefferson High School, Teacher
- Jefferson High School, Vice-Principal-Administration
- Lick-Wilmerding High School, Athletics
- Thornton High School, Teacher
- United States Marine Corp., Sergeant

ORGANIZATIONS

- Citizen Organization for Police Station (COPS)
- Veterans of Foreign Wars (VFW)
- American Football Coaches Associations (AFCA)

PROFESSIONAL ASSOCIATIONS & LICENSES

- CSDA's Special District Leadership Academy
- Standard Teaching Credential with Specialization in Secondary Teaching
- Lifetime Junior College Teaching Credential

EDUCATION

- City College of San Francisco– A. A
- San Francisco State University –B.A., Geography
- San Francisco State University – M.A., Educational Administration



*Directors Jack Burgett & Joshua
Cosgrove pictured at the December, 2018
reorganization of the NCCWD Board.*

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: February 14, 2023

Report

Date: February 10, 2023

Subject: General Manager's Report

Recommendation:

Information Only.

BAWSCA (Bay Area Water Supply and Conservation Agency) Completes Refunding of Revenue Bonds

In January, 2023, BAWSCA completed its Refunding Revenue Bonds Series 2023A transaction which will generate \$27.1 Million in net present value savings for the BAWSCA agencies over the term of the bonds. A copy of BAWSCA's press release is attached.

For Coastside County Water District, beginning in March 2023, the monthly bond surcharge expense will be reduced from \$25,587 per month to \$18,772 per month, or a savings of \$81,780 annually. This savings was already factored into the District's approved Fiscal Year 2022-2023 budget.



Statement from Nicole Sandkulla, Chief Executive Officer: BAWSCA is pleased to report issuance of BAWSCA's Refunding Revenue Bonds, Series 2023A, completed today will generate approximately \$27.1 million in net present value savings over the term of the bonds for the water customers in Alameda, San Mateo and Santa Clara County that BAWSCA represents.

January 5, 2023

In 2013, the Bay Area Water Supply and Conservation Agency (BAWSCA) issued Revenue Bond Series 2013A and Series 2013B (Taxable and non-callable) to prepay the remaining capital cost recovery payments that the BAWSCA agencies owed San Francisco as of June 30, 2013, when the payments were paid off. In accordance with State law, BAWSCA represents the 26 water suppliers in the three counties that purchase water on a wholesale basis from the San Francisco Regional (Hetch Hetchy) Water System.

In 2021, BAWSCA evaluated several alternatives to refinance the 2013A bonds in order to achieve interest savings. In order to take advantage of the then low prevailing interest rates and still retain the economic advantage of issuing tax-exempt refunding bonds, BAWSCA proceeded with a tax-exempt forward delivery whereby the fixed interest rates and prices on the bonds, along with the costs of issuing the bonds, were set in the Fall of 2021, with the actual issuance of the refunding bonds deferred until January 2023, when the refunding bonds could be issued as tax-exempt under federal regulations.

This refunding bond transaction will generate approximately \$27.1 million in net present value savings over the term of the bonds, or an average of approximately \$2.5 million of savings per year, starting in fiscal year 2022-23, which, along with the savings from the original 2013 bond issuance, will result in a total average savings of \$6 million per year to the water customers that BAWSCA represents from 2023 to 2034 when the bonds will be paid off.

The total principal amount of the 2023A bonds issued is \$134.310 million at an all-in true interest rate of 2.06%.

The real beneficiaries will be the water customers that BAWSCA represents, who ultimately benefit from the incremental savings through future water rates.

#####

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: February 14, 2023
Report Date: February 10, 2023

Monthly Highlights

- Grandview Main Replacement Project is complete less minor punch list items
- Pilarcitos wells on at ~650gpm
- Staff has been working with leak correlation and have found a system that works quite well
- Treatment staff have completed the AWWA Partnership for Safe Water voluntary program and have received their Directors award for the Nunes Water Treatment Plant for their efforts

January Sources: Pilarcitos Lake/Wells

Projects- Nunes Water Treatment Plant Improvement Project.

Progress since last Board meeting:

Successful plant shutdown #4 to facilitate mechanical tie-ins., Installation of: Filter to waste (FTW) piping to Rapid Mix chamber, caustic tank and piping, saddle and chemical injector on 8-inch FTW piping, sludge valves and piping, 3-inch valve and new wharf hydrant, two 12-inch valves on filter backwash supply (FBS) and treated water (TW) lines, handrailing by sed basin. Connected 12-inch FTW to FBS/TW piping. Replaced 12-inch inlet piping and flow meters.

Work anticipated over the next month:

Welding of air scour piping, Coring of holes for air scour piping, Finishing of sludge piping connection, Testing of caustic soda pipeline pressure, Installation of pipe supports, Instrumentation and plumbing for pumps

- EKI
 - Grandview/Hwy 1 Crossing and Main Replacement project - Punchlist
 - Miramontes Point Road - 100% Design complete
- HDR
 - Half Moon Bay Tank replacement project - Plans for replacement of HMB tanks 1&2 at 100% design and under internal review.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: February 14, 2023

Report: February 9, 2023

Subject: Water Resources Informational Report

Attachment: SFPUC Initial Water Supply Estimate Letter

Water Supply Status

SFPUC is predicting with confidence that the Regional Water System (RWS) will fill by April 1, 2023. This includes the water bank. Recent storms resulted in an important milestone with Calaveras Reservoir spilling for the first time since it was expanded. Attached is a letter from SFPUC with the status of the RWS in more detail. Coastside CWD staff will receive another update on February 16th at the annual wholesale customer meeting.

While the rainfall, snowpack and reservoir storages to date indicate a strong probability that the SFPUC will be able to meet full customer demand this year, at this time, the SFPUC is not making any changes to its reduction requests. The SFPUC will continue to monitor water supply conditions and State actions regarding its emergency drought declaration, which is still in effect. The SFPUC will provide an update of the water supply conditions at the February 16th Annual Wholesale Customer Meeting. Another update on water supply availability will be provided on March 1st with a final water supply availability memo issued in early April following the last snow survey of the year.

Drought Status

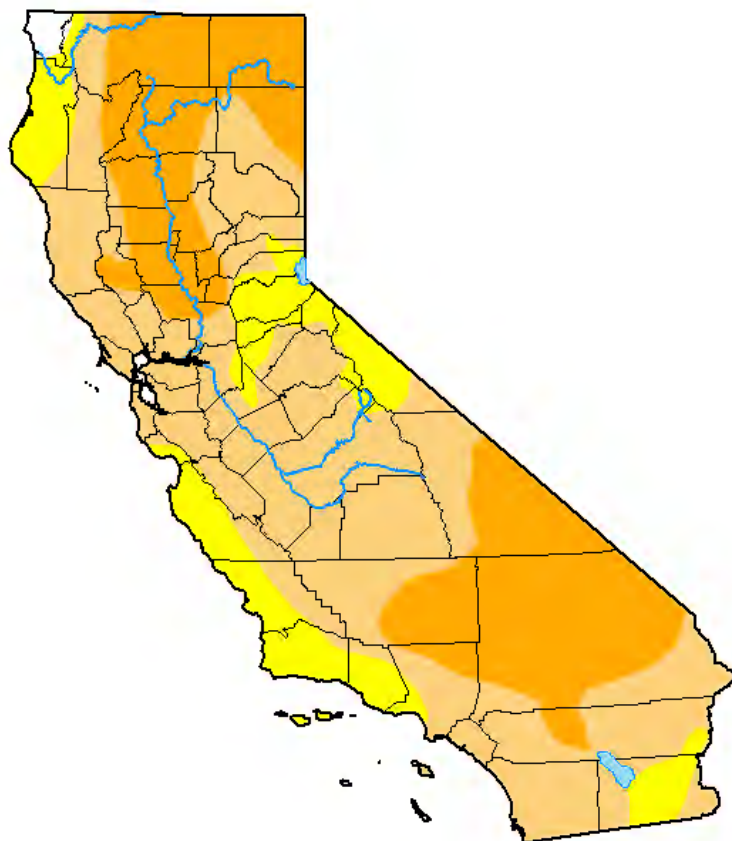
The U.S. Drought Monitor continues to show weekly improvement to drought conditions across the state. San Mateo County is still in a moderate drought. Water supply managers are hoping that storms with moderate precipitation continue through March and the state avoids higher than normal temperatures to prevent early snow melt.

Current California Drought Conditions







Drought conditions have improved across the state, as shown in the graphic below.

U.S. Drought Monitor California

February 7, 2023
(Released Thursday, Feb. 9, 2023)
Valid 7 a.m. EST



Intensity:

-  None
-  D0 Abnormally Dry
-  D1 Moderate Drought
-  D2 Severe Drought
-  D3 Extreme Drought
-  D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Brian Fuchs
National Drought Mitigation Center



droughtmonitor.unl.edu



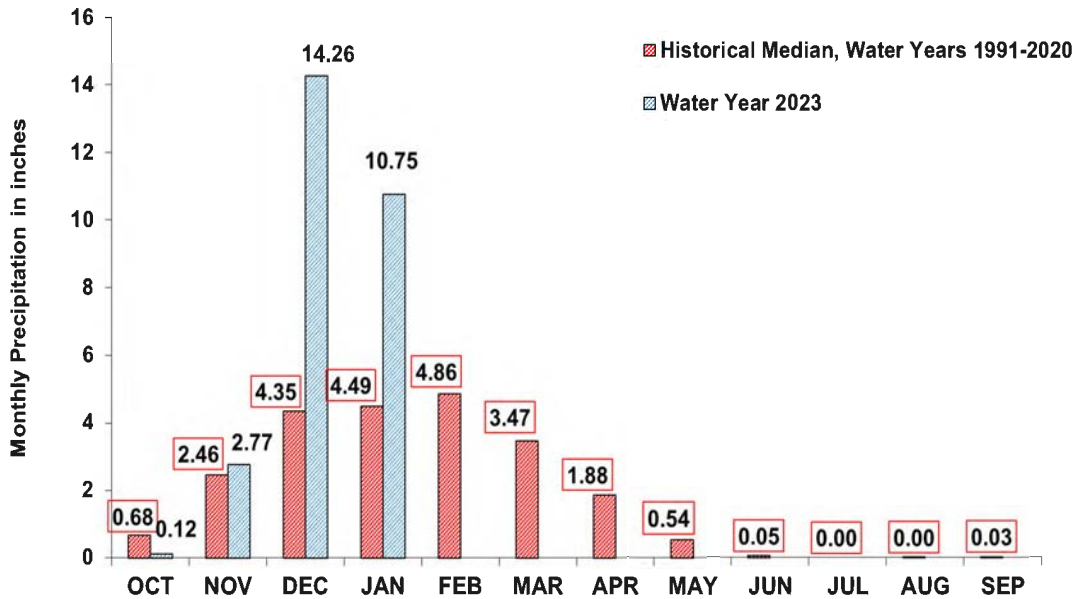
TO: SFPUC Wholesale Customers
Steven R. Ritchie
 FROM: Steven R. Ritchie, Assistant General Manager, Water
 DATE: January 31, 2023
 RE: Initial Water Supply Availability Estimate

This memo provides the initial water supply availability estimate for this year and the current hydrologic conditions.

The current Water Year has thus far been wet. As the charts below show, both the Hetch Hetchy watershed and the local watersheds show a very wet November through January.

The local watersheds have received 122.36% of average annual total rainfall of 22.80 inches. The Hetch Hetchy watershed has received 98.23% of average annual rainfall of 36.68 inches. While the results of the first snow survey have not been fully analyzed yet, the lower elevation snow sensors are showing the snowpack to be well above median for this time of year.

Bay Area 7-station Precipitation Index as of January 29, 2023

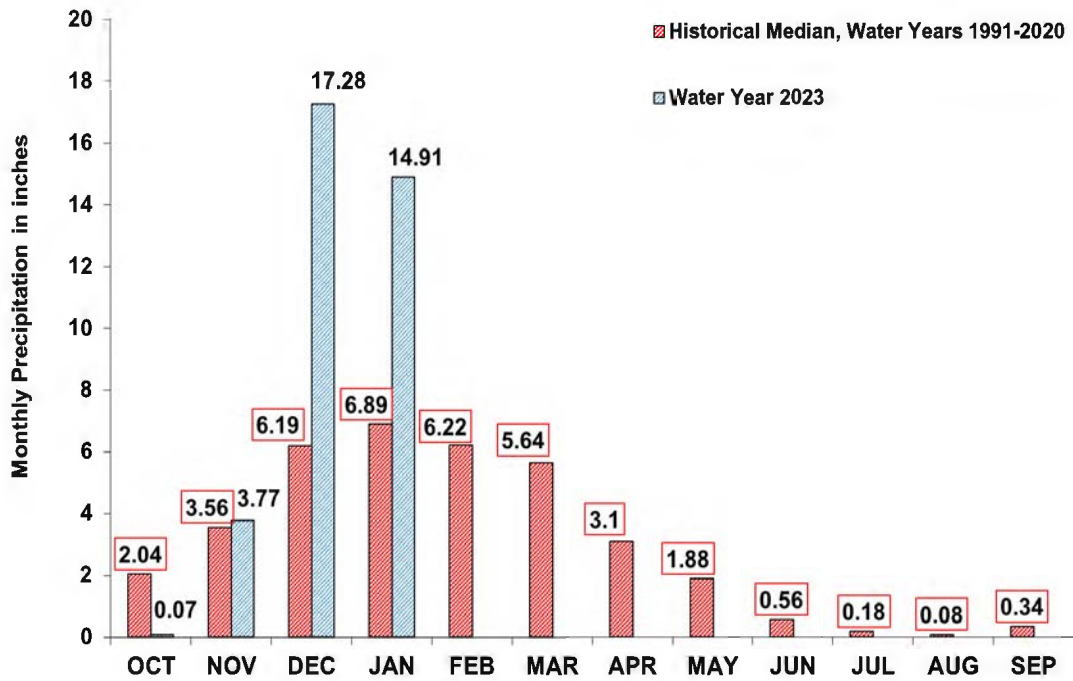


- London N. Breed**
Mayor
- Newsha Ajami**
President
- Sophie Maxwell**
Vice President
- Tim Paulson**
Commissioner
- Tony Rivera**
Commissioner
- Kate Stacy**
Commissioner
- Dennis J. Herrera**
General Manager

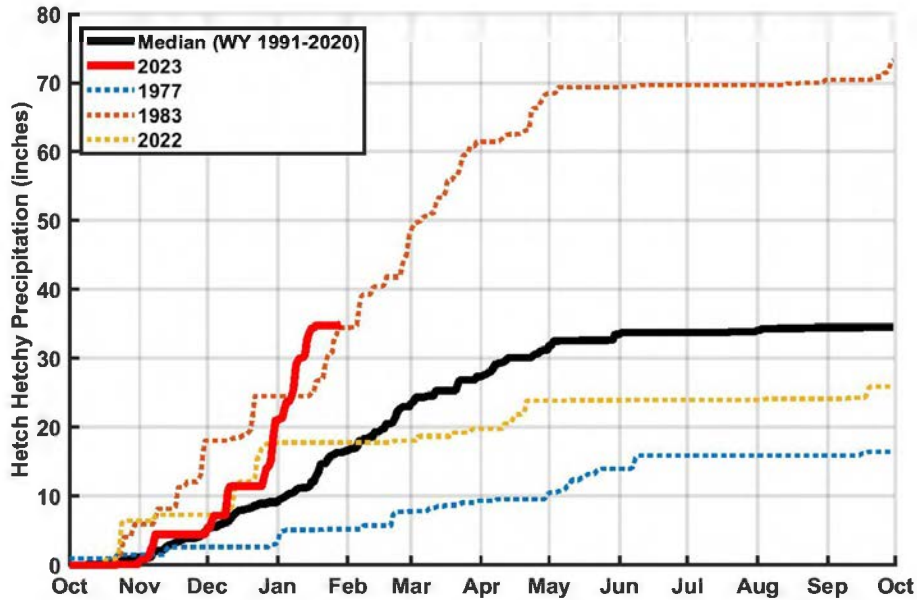
OUR MISSION: To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



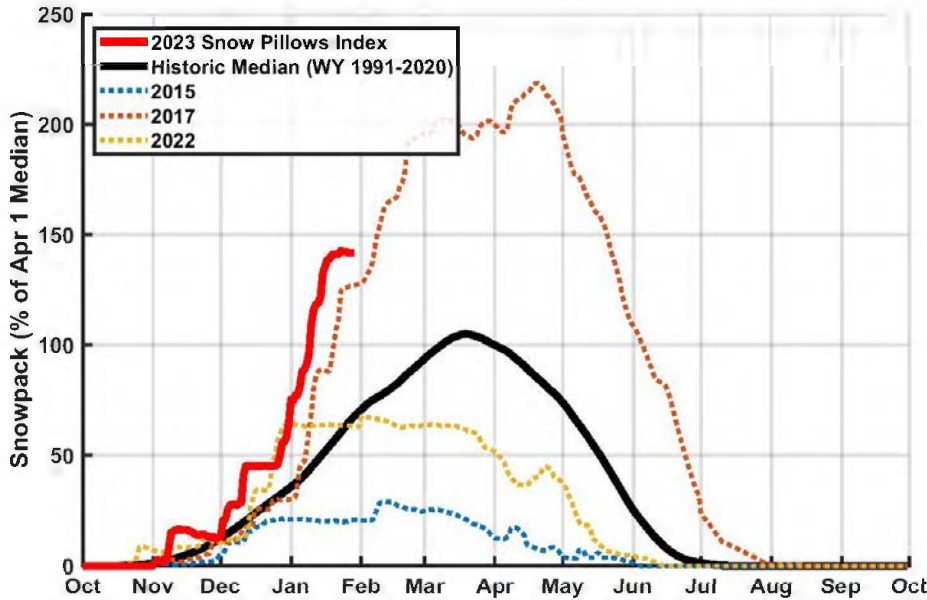
Upcountry 6-station Precipitation Index as of January 29, 2023



Hetch Hetchy Precipitation as of January 29, 2023



Upcountry Snowpack as of January 29, 2023



Reservoir storages (without Water Bank) are well above where they typically are this time of year.

Storage as of: **30-Jan-2023**

Reservoir	Current Storage ^{1,2,3} (AF)	Maximum Storage ⁴ (AF)	Available Capacity (AF)	Percent of Maximum Storage	Normal Percent of Maximum Storage ⁵
Tuolumne System					
Hetch Hetchy	298,800	360,360	61,560	82.9%	69.0%
Cherry	224,100	273,345	49,245	82.0%	-
Eleanor	19,260	27,100	7,840	71.1%	-
Water Bank	565,470	570,000	4,530	99.2%	98.4%
Total Tuolumne Storage	1,107,630	1,230,805	123,175	90.0%	-
Local System					
Calaveras	95,185	96,670	1,485	98.5%	-
San Antonio	53,088	53,266	178	99.7%	-
Crystal Springs	61,930	68,953	7,023	89.8%	-
San Andreas	16,699	19,027	2,328	87.8%	-
Pilarcitos	2,547	3,030	483	84.1%	-
Total Local Storage	229,449	240,946	11,497	95.2%	-
Total System Storage	1,337,079	1,471,751	134,672	90.8%	80.3%
Total without water bank	771,609	901,751	130,142	85.6%	-

¹ Upcountry storage is the date's 8AM storage value taken from USGS data

² Water bank storage reported by HHWP for 1/29/2023

³ Local storage is the date's 8AM storage value taken from USGS data

⁴ Hetch Hetchy maximum storage is with drum gates activated. Cherry and Eleanor maximum storage is with flashboards in. All maximum storages taken from rating curve.

⁵ The ratio of median storage for this day over maximum storage capacity. Median storage for this day is based on historical storage data from years 1991 - 2020

In November 2021, the SFPUC declared a water shortage emergency and adopted a voluntary systemwide water use reduction of 10 percent. In response to State Board actions related to the drought in Spring 2022, the SFPUC updated its water use reduction request effective July 1, 2022 to an 11 percent systemwide reduction. Current systemwide reductions are provided in the table below.

For the Period July 1, 2022 - January 28, 2023			
CUSTOMER GROUPS	FY2019/2020 AVG. MGD	FY2022/2023 AVG. MGD	% REDUCTION
San Francisco Customers	64.2	55.5	13.6%
Wholesale Customers	138.4	124.4	10.1%
TOTAL	202.6	179.9	11.2%

While the rainfall, snowpack and reservoir storages to date indicate a strong probability that the SFPUC will be able to meet full customer demand this year, at this time, the SFPUC is not making any changes to its reduction requests. The SFPUC will continue to monitor water supply conditions and State actions regarding its emergency drought declaration, which is still in effect. The SFPUC will provide an update of the water supply conditions at the February 16th Annual Wholesale Customer Meeting. Another update on water supply availability will be provided on March 1st with a final water supply availability memo issued in early April following the last snow survey of the year.