

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, March 12, 2024 - 7:00 p.m.

AGENDA

The Public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay or choose to 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.

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

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/88691894625?pwd=UFBnaVYrSUNtUTE3NHIRZDFrVDhnZz09>

Procedures to make a public comment with Zoom Video/Conference – All participants except the Board Members and Staff are muted on entry and video is disabled. Participants may not unmute themselves unless asked to unmute by the Moderator.

- **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.
- **From a phone:** Using your keypad, dial *9, and this will notify the Moderator that you have raised your hand. The Moderator will call on you by stating the last 4 digits of your phone 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) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes. Members of the public attending in-person must complete and submit a speaker slip. Members of the public attending via Zoom must first "raise hand" and the Moderator will "ask to unmute". The President of the Board will recognize each speaker, at which time the speaker can provide their comments to the Board.

- 4) **CONSENT CALENDAR**

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

- A. Approval of disbursements for the month ending February 29, 2024:
Claims: \$ 780,238.47; Payroll: \$ 228,781.28 for a total of \$ 1,009,019.75 ([attachment](#))
February 2024 Monthly Financial Claims reviewed and approved by Director Coverdell
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of February 13, 2024, 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 – February 2024 ([attachment](#))
- G. Leak/Flushing Report – February 2024 ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report – January 2024 ([attachment](#))
- J. Water Service Connection Transfer Report for February 2024 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Overview of Draft Fiscal Year 2024-2025 Operations and Maintenance Budget and Draft Fiscal Year 2024/2025 to Fiscal Year 2033/2034 Capital Improvement Program and Budget Calendar ([attachment](#))
- B. Nunes Water Treatment Plant Upgrades Project Update #31 ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- A. General Manager’s Report ([attachment](#))
- B. Superintendent’s Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

9) CLOSED SESSION

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

10) RECONVENE TO OPEN SESSION

Public report of closed session action.

11) ADJOURNMENT

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR FEBRUARY 2024**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
02/02/2024	33342	CALIFORNIA DEPT OF FISH & WILDLIFE	\$	6,474.00
02/08/2024	33343	KATHLEEN WALL	\$	1,533.97
02/08/2024	33344	AMAZON CAPITAL SERVICES, INC.	\$	160.05
02/08/2024	33345	ANDREINI BROS. INC.	\$	15,172.25
02/08/2024	33346	HEALTH BENEFITS ACWA-JPIA	\$	45,716.26
02/08/2024	33347	BADGER METER, INC.	\$	66.00
02/08/2024	33348	BAY AREA WATER SUPPLY &	\$	2,693.25
02/08/2024	33349	CALCON SYSTEMS, INC.	\$	328.13
02/08/2024	33350	CHEMTRADE CHEMICALS US LLC	\$	3,489.51
02/08/2024	33351	COMCAST	\$	307.45
02/08/2024	33352	JAMES COZZOLINO, TRUSTEE	\$	275.00
02/08/2024	33353	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	1,021.78
02/08/2024	33354	FIRST FOUNDATION PUBLIC FINANCE	\$	71,976.88
02/08/2024	33355	GRAINGER, INC.	\$	163.80
02/08/2024	33356	GRISWOLD INDUSTRIES	\$	6,124.12
02/08/2024	33357	HMB BLDG. & GARDEN INC.	\$	503.17
02/08/2024	33358	HASSETT HARDWARE	\$	718.64
02/08/2024	33359	HDR ENGINEERING, INC	\$	12,257.38
02/08/2024	33360	HUE & CRY, INC.	\$	12.00
02/08/2024	33361	IRON MOUNTAIN	\$	899.76
02/08/2024	33362	IRVINE CONSULTING SERVICES, INC.	\$	4,979.98
02/08/2024	33363	MIKE MCDERMOTT	\$	90.00
02/08/2024	33364	MISSION UNIFORM SERVICES INC.	\$	72.56
02/08/2024	33365	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	383.48
02/08/2024	33366	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	123.00
02/08/2024	33367	PACIFIC GAS & ELECTRIC CO.	\$	90.24
02/08/2024	33368	PACIFIC GAS & ELECTRIC CO.	\$	70,623.98
02/08/2024	33369	PACIFICA COMMUNITY TV	\$	300.00
02/08/2024	33370	REPUBLIC SERVICES	\$	613.66
02/08/2024	33371	ROGUE WEB WORKS, LLC	\$	622.25
02/08/2024	33372	SAN MATEO CTY PUBLIC HEALTH LAB	\$	1,124.00
02/08/2024	33373	RESCUESTAT , LLC	\$	175.00
02/08/2024	33374	TOTAL COMPENSATION SYSTEMS, INC	\$	855.00
02/08/2024	33375	VERIZON CONNECT INC.	\$	298.20
02/08/2024	33376	WATER RESEARCH FOUNDATION	\$	300.00
02/08/2024	33377	JUAN CARLOS SALAZAR	\$	220.00
02/08/2024	33378	RAYMOND WINCH	\$	53.43
02/08/2024	33379	WATER RESOURCES ECONOMICS	\$	300.00
02/15/2024	33380	AMAZON CAPITAL SERVICES, INC.	\$	205.73
02/15/2024	33381	ANDREINI BROS. INC.	\$	8,423.94
02/15/2024	33382	AQUATIC INFORMATICS INC	\$	8,176.00
02/15/2024	33383	BAY ALARM COMPANY	\$	1,678.47
02/15/2024	33384	AARON BIERMAN	\$	1,462.50
02/15/2024	33385	BRANDON WRIGHT	\$	2,300.00
02/15/2024	33386	RECORDER'S OFFICE	\$	20.00
02/15/2024	33387	FREYER & LAURETA, INC.	\$	19,640.64
02/15/2024	33388	GRAINGER, INC.	\$	145.53
02/15/2024	33389	HANSONBRIDGETT. LLP	\$	12,100.50
02/15/2024	33390	IN-USE SOLUTIONS	\$	1,750.00
02/15/2024	33391	UMPQUA BANK	\$	8,618.75
02/15/2024	33392	MTA PARTS, INC.	\$	44.79
02/15/2024	33393	FERGUSON ENTERPRISES, INC.	\$	291.12
02/15/2024	33394	RANGER PIPELINES, INC.	\$	163,756.25

02/15/2024	33395	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$	361.42
02/15/2024	33396	SILVER LINING SOLUTIONS, LLC	\$	155.00
02/15/2024	33397	SOCIAL AND ENVIRONMENTAL ENTREPRENEURS	\$	16,500.00
02/15/2024	33398	STANDARD INSURANCE COMPANY	\$	620.33
02/15/2024	33399	TEAMSTERS LOCAL UNION #856	\$	1,644.00
02/15/2024	33400	TPX COMMUNICATIONS	\$	1,946.11
02/15/2024	33401	TRI COUNTIES BANK	\$	9,817.60
02/15/2024	33402	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	411.88
02/15/2024	33403	UNDERWOOD & ROSENBLUM INC	\$	3,600.00
02/23/2024	33404	ANDREINI BROS.	\$	4,260.61
02/23/2024	33405	ADI PRANATA	\$	10.88
02/23/2024	33406	ANN SNYDERS	\$	36.43
02/23/2024	33407	JONATHAN B COZENS	\$	6.64
02/23/2024	33408	METER READINGS HOLDING, LLC	\$	1,440.00
02/23/2024	33409	ADP, INC.	\$	213.90
02/23/2024	33410	AT&T MOBILITY	\$	86.48
02/23/2024	33411	AT&T	\$	533.29
02/23/2024	33412	AT&T	\$	608.51
02/23/2024	33413	BIG CREEK LUMBER	\$	80.65
02/23/2024	33414	CALCON SYSTEMS, INC.	\$	16,921.08
02/23/2024	33415	CHEMTRADE CHEMICALS US LLC	\$	2,652.29
02/23/2024	33416	C.J. BROWN & COMPANY, CPAS	\$	3,818.00
02/23/2024	33417	DURHAM GEO ENTERPRISES, INC	\$	818.79
02/23/2024	33418	GLENNA LOMBARDI	\$	86.00
02/23/2024	33419	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,108.00
02/23/2024	33420	OCCU-MED, LTD	\$	391.50
02/23/2024	33421	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	296.00
02/23/2024	33422	PAULO'S AUTO CARE	\$	73.44
02/23/2024	33423	PATRIOT SUPPLY STORE, INC.	\$	1,849.31
02/23/2024	33424	SWCA, INCORPORATED	\$	1,155.00
02/23/2024	33425	ULINE, INC	\$	312.03
02/28/2024	33426	YNG WANG	\$	25.95
02/28/2024	33427	GOLDEN VIEW PROPERTIES	\$	36.15
02/28/2024	33428	BFI OF CALIFORNIA, INC.	\$	317.26
02/28/2024	33429	BRUSH HOG TREE CARE, INC.	\$	2,100.00
02/28/2024	33430	CALCON SYSTEMS, INC.	\$	328.13
02/28/2024	33431	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$	1,409.50
02/28/2024	33432	CINTAS FIRST AID & SAFETY	\$	459.60
02/28/2024	33433	DEL GAVIO GROUP	\$	2,833.83
02/28/2024	33434	EKI INC.	\$	43,577.65
02/28/2024	33435	GRISWOLD INDUSTRIES	\$	3,761.12
02/28/2024	33436	HMB BLDG. & GARDEN INC.	\$	248.28
02/28/2024	33437	HASSETT HARDWARE	\$	709.78
02/28/2024	33438	HDR ENGINEERING, INC	\$	7,911.18
02/28/2024	33439	IRON MOUNTAIN	\$	759.48
02/28/2024	33440	MISSION UNIFORM SERVICES INC.	\$	72.56
02/28/2024	33441	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	2,557.00
02/28/2024	33442	JOHN MULLER	\$	88.44
02/28/2024	33443	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	87.00
02/28/2024	33444	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$	750.11
02/28/2024	33445	PSI WATER TECHNOLOGIES, INC	\$	23,042.04
02/28/2024	33446	UBEO WEST, LLC	\$	1,013.91
02/28/2024	33447	SAN FRANCISCO WATER DEPT.	\$	43,580.60
02/28/2024	33448	STETSON ENGINEERS, INC.	\$	10,546.34
02/28/2024	33449	JAMES TETER	\$	480.00
02/28/2024	33450	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	428.35
02/28/2024	33451	UNIVAR SOLUTIONS USA INC.	\$	8,262.75
02/28/2024	33452	UPS STORE	\$	7.50

02/28/2024	33453	VERIZON WIRELESS	\$	2,722.55
02/28/2024	33454	US BANK NA	\$	909.26
02/28/2024	33455	JUAN CARLOS SALAZAR	\$	2,520.00
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SUBTOTAL CLAIMS FOR MONTH			\$	713,093.89

WIRE PAYMENTS

02/08/2024	DFT0000497	EMPOWER RETIREMENT, LLC	\$	2,643.96
02/08/2024	DFT0000498	P & A ADMINISTRATIVE SERVICES, INC	\$	1,000.00
02/08/2024	DFT0000499	PUB. EMP. RETIRE SYSTEM	\$	22,165.63
02/08/2024	DFT0000500	VALIC	\$	5,223.48
02/23/2024	DFT0000501	EMPOWER RETIREMENT, LLC	\$	2,643.96
02/23/2024	DFT0000502	PUB. EMP. RETIRE SYSTEM	\$	22,548.74
02/23/2024	DFT0000503	VALIC	\$	5,358.48
2/29/2024		BANK AND CREDIT CARD FEES	\$	5,560.33
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SUBTOTAL WIRE PAYMENTS FOR MONTH			\$	67,144.58

TOTAL CLAIMS FOR THE MONTH \$ 780,238.47



	February Budget	February 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	851,000.00	827,973.34	-23,026.66	-2.71%	8,738,000.00	8,169,441.89	-568,558.11	-6.51%	12,963,614.00
	Total RevType: 1 - Operating:	851,000.00	827,973.34	-23,026.66	-2.71%	8,738,000.00	8,169,441.89	-568,558.11	-6.51%	12,963,614.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	3,000.00	1,628.39	-1,371.61	-45.72%	36,500.00	34,171.85	-2,328.15	-6.38%	52,000.00
1-4180-00	Late Notice - 10% Penalty	5,500.00	9,152.53	3,652.53	66.41%	43,000.00	76,366.28	33,366.28	77.60%	65,000.00
1-4230-00	Service Connections	850.00	1,755.34	905.34	106.51%	6,600.00	13,525.51	6,925.51	104.93%	10,000.00
1-4920-00	Interest Earned	7,000.00	35,003.84	28,003.84	400.05%	62,000.00	284,478.91	222,478.91	358.84%	90,000.00
1-4930-00	Tax Apportionments/County Checks	80,000.00	79,091.64	-908.36	-1.14%	640,000.00	679,907.26	39,907.26	6.24%	995,000.00
1-4950-00	Miscellaneous Income	400.00	209.30	-190.70	-47.68%	3,200.00	1,032.05	-2,167.95	-67.75%	5,000.00
1-4955-00	Cell Site Lease Income	16,500.00	21,650.97	5,150.97	31.22%	129,000.00	149,791.04	20,791.04	16.12%	195,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00%	550,000.00	689,608.38	139,608.38	25.38%	550,000.00
	Total RevType: 2 - Non-Operating:	113,250.00	148,492.01	35,242.01	31.12%	1,470,300.00	1,928,881.28	458,581.28	31.19%	1,962,000.00
	Total Revenue:	964,250.00	976,465.35	12,215.35	1.27%	10,208,300.00	10,098,323.17	-109,976.83	-1.08%	14,925,614.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	79,080.00	111,267.60	-32,187.60	-40.70%	1,694,622.00	1,437,319.56	257,302.44	15.18%	2,461,346.00
1-5230-00	Nunes T P Pump Expense	5,000.00	6,589.90	-1,589.90	-31.80%	37,000.00	39,412.22	-2,412.22	-6.52%	57,000.00
1-5231-00	CSP Pump Station Pump Expense	10,000.00	5,495.43	4,504.57	45.05%	241,000.00	66,980.11	174,019.89	72.21%	350,000.00
1-5232-00	Other Trans. & Dist Pump Expense	2,300.00	2,213.12	86.88	3.78%	17,500.00	17,552.11	-52.11	-0.30%	27,000.00
1-5233-00	Pilarcitos Canyon Pump Expense	13,000.00	10,819.10	2,180.90	16.78%	50,800.00	48,472.60	2,327.40	4.58%	69,000.00
1-5234-00	Denniston T P Pump Expense	3,000.00	1,698.90	1,301.10	43.37%	44,000.00	72,095.58	-28,095.58	-63.85%	89,000.00
1-5242-00	CSP Pump Station Operations	1,000.00	926.79	73.21	7.32%	8,800.00	13,809.30	-5,009.30	-56.92%	13,000.00
1-5243-00	CSP Pump Station Maintenance	3,000.00	1,012.00	1,988.00	66.27%	23,000.00	4,891.87	18,108.13	78.73%	35,000.00
1-5246-00	Nunes T P Operations - General	9,000.00	10,047.93	-1,047.93	-11.64%	66,000.00	60,931.92	5,068.08	7.68%	102,000.00
1-5247-00	Nunes T P Maintenance	11,000.00	8,200.58	2,799.42	25.45%	81,000.00	63,758.07	17,241.93	21.29%	125,000.00
1-5248-00	Denniston T P Operations-General	4,000.00	115.36	3,884.64	97.12%	35,000.00	13,043.92	21,956.08	62.73%	54,000.00
1-5249-00	Denniston T.P. Maintenance	7,000.00	6,488.29	511.71	7.31%	107,000.00	88,297.39	18,702.61	17.48%	155,000.00
1-5250-00	Laboratory Expenses	6,000.00	6,940.30	-940.30	-15.67%	50,000.00	39,726.74	10,273.26	20.55%	77,000.00
1-5260-00	Maintenance - General	33,000.00	24,961.44	8,038.56	24.36%	259,000.00	355,239.30	-96,239.30	-37.16%	395,000.00
1-5261-00	Maintenance - Well Fields	6,000.00	0.00	6,000.00	100.00%	48,000.00	7,200.00	40,800.00	85.00%	50,000.00
1-5263-00	Uniforms	1,000.00	0.00	1,000.00	100.00%	10,000.00	13,033.18	-3,033.18	-30.33%	14,000.00
1-5318-00	Studies/Surveys/Consulting	15,000.00	20,016.93	-5,016.93	-33.45%	85,000.00	52,193.55	32,806.45	38.60%	160,000.00
1-5321-00	Water Resources	2,200.00	811.58	1,388.42	63.11%	12,600.00	17,235.39	-4,635.39	-36.79%	21,500.00

Monthly Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00 Community Outreach	2,000.00	300.00	1,700.00	85.00%	31,000.00	12,545.14	18,454.86	59.53%	68,000.00
1-5381-00 Legal	9,000.00	4,806.00	4,194.00	46.60%	73,000.00	56,961.50	16,038.50	21.97%	110,000.00
1-5382-00 Engineering	7,200.00	2,480.00	4,720.00	65.56%	57,200.00	40,155.04	17,044.96	29.80%	86,000.00
1-5383-00 Financial Services	0.00	818.00	-818.00	0.00%	21,000.00	17,540.00	3,460.00	16.48%	23,000.00
1-5384-00 Computer Services	30,000.00	25,124.47	4,875.53	16.25%	220,000.00	207,558.53	12,441.47	5.66%	339,974.00
1-5410-00 Salaries/Wages-Administration	111,186.00	103,491.79	7,694.21	6.92%	926,553.00	790,986.06	135,566.94	14.63%	1,381,887.00
1-5411-00 Salaries & Wages - Field	155,436.00	156,924.79	-1,488.79	-0.96%	1,295,299.00	1,222,883.53	72,415.47	5.59%	1,931,847.00
1-5420-00 Payroll Tax Expense	18,984.00	19,933.44	-949.44	-5.00%	158,200.00	141,711.23	16,488.77	10.42%	235,945.00
1-5435-00 Employee Medical Insurance	46,000.00	43,309.57	2,690.43	5.85%	332,000.00	298,014.05	33,985.95	10.24%	516,000.00
1-5436-00 Retiree Medical Insurance	4,100.00	3,700.57	399.43	9.74%	29,600.00	27,090.17	2,509.83	8.48%	46,000.00
1-5440-00 Employees Retirement Plan	54,000.00	50,585.62	3,414.38	6.32%	428,000.00	395,743.81	32,256.19	7.54%	642,924.00
1-5445-00 Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	38,000.00
1-5510-00 Motor Vehicle Expense	8,000.00	2,527.93	5,472.07	68.40%	58,000.00	45,795.97	12,204.03	21.04%	90,000.00
1-5620-00 Office & Billing Expenses	37,000.00	20,523.70	16,476.30	44.53%	266,000.00	245,684.20	20,315.80	7.64%	414,000.00
1-5625-00 Meetings / Training / Seminars	2,000.00	7,225.39	-5,225.39	-261.27%	26,000.00	24,254.89	1,745.11	6.71%	45,000.00
1-5630-00 Insurance	16,500.00	16,265.69	234.31	1.42%	116,500.00	124,965.70	-8,465.70	-7.27%	182,000.00
1-5687-00 Membership, Dues, Subscript.	5,000.00	17,048.64	-12,048.64	-240.97%	83,000.00	80,212.28	2,787.72	3.36%	118,825.00
1-5689-00 Labor Relations	500.00	0.00	500.00	100.00%	4,000.00	0.00	4,000.00	100.00%	6,000.00
1-5700-00 San Mateo County Fees	3,000.00	840.25	2,159.75	71.99%	21,000.00	14,506.10	6,493.90	30.92%	31,400.00
1-5705-00 State Fees	1,000.00	0.00	1,000.00	100.00%	44,000.00	43,081.61	918.39	2.09%	48,000.00
Total ExpType: 1 - Operating:	721,486.00	693,511.10	27,974.90	3.88%	7,060,674.00	6,200,882.62	859,791.38	12.18%	10,609,648.00
ExpType: 4 - Capital Related									
1-5715-00 Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00%	335,343.00	335,342.63	0.37	0.00%	335,343.00
1-5716-00 Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00%	321,923.00	321,923.20	-0.20	0.00%	321,923.00
1-5717-00 Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00%	388,096.00	388,095.98	0.02	0.00%	437,233.00
1-5718-00 First Foundation Bank - 2022	71,977.00	71,976.88	0.12	0.00%	417,501.00	417,501.19	-0.19	0.00%	417,501.00
Total ExpType: 4 - Capital Related:	71,977.00	71,976.88	0.12	0.00%	1,462,863.00	1,462,863.00	0.00	0.00%	1,512,000.00
Total Expense:	793,463.00	765,487.98	27,975.02	3.53%	8,523,537.00	7,663,745.62	859,791.38	10.09%	12,121,648.00
Report Total:	170,787.00	210,977.37	40,190.37		1,684,763.00	2,434,577.55	749,814.55		2,803,966.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
February 29, 2024**

<u>RESERVE BALANCES</u>	Current Year as of 2/29/2024	Prior Year as of 2/28/2023
CAPITAL AND OPERATING RESERVE	\$13,100,508.28	\$14,426,857.10
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$13,350,508.28	\$14,676,857.10

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$1,546,002.56	\$4,227,697.35
CSP T & S ACCOUNT	\$256,473.25	\$40,080.19
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,808.39	\$19,806.56
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$11,527,424.08	\$10,388,473.00
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$13,350,508.28	\$14,676,857.10

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

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2023/2024

Prepared 3.8.2024

2/29/2024

* Approved June 2023

Status	Approved* CIP Budget FY23/24	Actual To Date FY23/24	Projected FY23/24	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	n/a	
99-02	Vehicle Fleet Replacement	ongoing	\$ 80,000	\$ -	\$ -	\$ 80,000	100%	purchased vehicle in June 2023 (planned for FY2024)

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 138,147	\$ 138,147	\$ 1,853	100%	
23-13	Pilarcitos Canyon Culvert Replacement	in design	\$ 40,000	\$ 6,334	\$ 100,000	\$ (60,000)	0%	Requires engineering; surveying; geotech
99-01	Meter Change Program	ongoing	\$ 10,000	\$ -	\$ 10,000	\$ -	n/a	

Pipeline Projects

14-01/23-10	Highway 92 - Emergency Pipeline Restoration and Replacement of Welded Steel Line	In design	\$ 2,500,000	\$ 355,524	\$ 700,000	\$ 1,800,000	0%	Construction start planned for Summer 2024
16-09	Magellan at Hwy 1	construction	\$ 500,000		\$ 200,000	\$ 300,000	0%	Awarded November 2023
22-07	Alameda Ave Crossing at Medio Creek	construction	\$ 275,000	\$ 43,424	\$ 200,000	\$ 75,000	0%	Awarded November 2023
23-02	Poplar Street Pipeline Replacement	complete	\$ 400,000	\$ 373,246	\$ 373,246	\$ 26,754	100%	
24-01	Myrtle/2nd Ave Valve Replacement	construction	\$ 100,000	\$ 26,794	\$ 250,000	\$ (150,000)	10%	Awarded November 2023

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	In design	\$ 300,000	\$ 47,524	\$ 150,000	\$ 150,000	0%	At 100% design
19-01	EG #1 Tank Improvement Project/New Pump Station	In design	\$ 150,000	\$ 31,577	\$ 75,000	\$ 75,000	0%	
09-18	Denniston Well Field Replacements	TBD	\$ 500,000		\$ 50,000	\$ 450,000	0%	Under review with hydrogeologist and DDW- Delayed
20-01	CSP Pump #1/2 Spare	on order	\$ 90,000		\$ 90,000	\$ -	0%	
23-11	CSP Screens - Intake Valves	tech memo	\$ 250,000	\$ 2,015	\$ 25,000	\$ 225,000		Delayed
19-05	Tanks - THM Control	Ongoing	\$ 50,000	\$ 23,042	\$ 50,000	\$ -	0%	

Water Supply Development

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 500,000	\$ 74,580	\$ 200,000	\$ 300,000	n/a	
23-04	Lower Pilarcitos Well Development	TBD	\$ 100,000		\$ -	\$ 100,000	0%	Delayed
17-12	Water Reuse Feasibility Study	in process	\$ 300,000	\$ 176,971	\$ 200,000	\$ 100,000	80%	

Water Treatment Plants

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 1,600,000	\$1,506,511	\$ 1,850,000	\$ (250,000)	75%	Construction started August 2021; To be completed June 2024
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	in design	\$ 200,000	\$ 13,021	\$ 200,000	\$ -	0%	Board approved August 2023
23-06	Existing Sedimentation Basin Rehabilitation	TBD	\$ 300,000		\$ -	\$ 300,000	0%	delayed to FY2025
23-09	Denniston Contact Clarifier Hatch Replacements	TBD	\$ 75,000	\$ 875	\$ 875	\$ 74,125	0%	Delayed

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2023/2024

Prepared 3.8.2024

2/29/2024

* Approved June 2023

Status	Approved* CIP Budget FY23/24	Actual To Date FY23/24	Projected FY23/24	Variance vs. Budget	% Completed	Project Status/ Comments
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UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2023/2024

20-07	766 Main Street Improvements	complete		\$ 80,078	\$ 80,078	\$ (80,078)	100%	Outside lighting/landscaping
23-12	Alves Tank Roof Replacement	complete		\$ 26,600	\$ 26,600	\$ (26,600)	100%	
NN-00	Unscheduled CIP		\$ 100,000			\$ 100,000	0%	
21-01	Alcatraz Ave/Santa Rosa Ave and Redondo Ocean Colony Pipeline Projects	in design		\$ 6,719	\$ 6,719	\$ (6,719)	0%	

NEW FY2023/2024 CIP TOTAL	\$ 8,610,000	\$2,932,982	\$ 5,025,665	\$ 3,584,335
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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
Feb-23	3276	504			2,349				378			6,507
Mar-23	3150	3396			2,778				1,050			10,374
Apr-23	1872				1,551				5,490			8,913
May-23	2811	2226	1,050	540	519	0	0	714	966	0		8,826
Jun-23	4902		294		1,929				630		5,421	13,176
Jul-23	6300			516					756			7,572
Aug-23	4620			1,113	3,363			2,814				11,910
Sep-23	1764	210		606				3,444		1,386		7,410
Oct-23	7278			252	378	1,176		1,596		1,470		12,150
Nov-23	3486		2,814	564	4,980			168		2,424		14,436
Jan-24	2790				624				546	399		4,359
Feb-24	3782.5			897	6,398			846		178		12,101
TOTAL	46,032	6,336	4,158	4,488	24,869	1,176	0	9,582	9,816	5,857	5,421	117,734

**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
Mar-23	480			480	
Apr-23	480			480	
May-23	480			480	
Jun-23	480			480	
Jul-23	480			480	
Aug-23	480			480	
Sep-23	480			480	
Oct-23	480			480	
Nov-23	480			480	
Dec-23	480			480	
Jan-24	480			480	
Feb-24	480			480	
TOTAL	5,760	0	0	5,760	0

Calcon T&M Projects Tracking

2/29/2024

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Billings FY2023-2024
FY 2023-2024 Open Projects:						
	Nunes Magnetic Flow Meter					
	Nunes WTP Upgrade Project		9/19/2023	10/11/2023	\$59,917.00	\$ 53,526.88
Open Projects - Subtotal						\$53,526.88
Other: Monthly Maintenance						
Tanks						
Crystal Springs Maintenance						
	Nunes Maintenance					\$ 17,750.00
	Denniston Maintenance					\$ 3,854.96
	Distribution System					\$ 40,500.59
Wells						
	Cellular Telemetry					\$ 1,968.78
Subtotal Maintenance						\$ 64,074.33
FINAL TOTAL FY 2023/2024						\$117,601.21

EKI Environment & Water
Engineering Services Billed FY 2021-2022 to FY 2023-2024
Billed through 2/29/2024

	Contract Date	Not to Exceed Budget	Status	FY2021-2022	FY2022-2023	FY 2023-2024
CIP Project Management						
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00	Complete	\$ 33,162.48		
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Complete	\$ 10,301.46	\$ 10,438.74	\$ 4,201.34
Fiscal Year 2023-2024 - Non-Complex Main line Extension Services			Open			\$ 4,870.58
Fiscal Year 2021-2022 - Drought Relief Grant Application	12.2021		Complete	\$ 21,074.82		
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Complete	\$ 5,453.76	\$ 71,198.60	\$ 34,038.14
Fiscal Year 2024-2025-Capital Improvement Management	1.9.2024	\$ 100,000.00	Open			\$ 11,571.34
Fiscal Year 2022-2023 - Emergency Engineering Services	2.10.2023	\$ 28,000.00	Complete		\$ 26,164.58	
Fiscal Year 2022-2023 - Emergency FEMA Grant Application		\$ 15,000.00	Complete		\$ 16,568.76	
Sub Total - CIP Project Management Services		\$ 385,000.00		\$ 69,992.52	\$ 124,370.68	\$ 54,681.40

Highway 92 Potable Water Pipeline Phase 1 (2023)	14-01	6.13.2023	\$ 135,400.00	Open		\$ 22,894.82	\$ 64,438.99
Highway 92 Environmental Permitting - Emergency Restoration	23-10	3.15.2023	\$ 44,800.00	Open		\$ 321.36	\$ 18,649.88
Highway 92 Potable Water Pipeline Emergency Geotechnical	23-10	3.3.2023	\$ 63,400.00	Open		\$ 52,946.71	
Highway 92 Potable Water Pipeline Emergency Restoration-Design	23-10	3.15.2023	\$ 247,600.00	Open		\$ 55,017.03	\$ 120,274.92
Highway 92 Potable Water Pipeline Future Phases Geotechnical	14-01	3.3.2023	\$ 54,200.00	Open		\$ 26,884.03	\$ 23,313.72
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 177,300.00	Open	\$ 92,356.96	\$ 46,900.62	
Medio Crossing-Alternatives Evaluation for Pipeline Replacement	22-07	4.25.2022	\$ 20,400.00	Complete	\$ 8,410.48	\$ 13,419.12	
Medio Creek and Magellan Pipeline/Miramar Deadends Design	22-07	3.15.2023	\$ 138,900.00	Open		\$ 39,015.39	\$ 25,952.25
EG Tank #1 - Pre-design for New Pump Station	19-01	6.13.2023	\$ 25,000.00	Open		\$ 1,046.76	\$ 19,712.42
Highway 92 - 2017 Easements Land Description Packages	14-01	8.18.2023	\$ 14,000.00	Open			\$ 14,000.00
Highway 92 - Environmental Permitting Strategies	23-10	5.24.2023	\$ 29,700.00	Open			\$ 27,999.05
Miramar Deadends Project - Biological Resources Assessment	22-07	5.24.2023	\$ 18,200.00	Open			\$ 17,184.44
Alcatraz Ave, Santa Rosa Ave, and Ocean Colony Pipeline Projects	21-01	1.9.2024	\$ 66,200.00	Open			\$ 6,719.18
Poplar Street Water Main Replacement Project	23-02	10.3.2022	\$ 29,200.00	Complete		\$ 22,944.36	\$ 6,199.05
Grandview Crossing at Hwy 1	20-08	2.9.2021	\$ 156,500.00	Complete	\$ 37,244.28	\$ 32,891.30	
Grandview Crossing at Hwy 1 - Construction Management Services	20-08	9.16.2022	\$ 132,800.00	Complete		\$ 106,755.71	
Pilarcitos Creek Crossing Water Main Replacement Design	13-02	7.14.2020	\$ 99,900.00	Complete	\$ 31,454.78	\$ 28,025.40	
Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions	13-02	9.13.2022	\$ 28,600.00	Complete	\$ 20,059.82	\$ 4,681.04	
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Complete	\$ 18,139.94	\$ 6,631.56	
Purissima Way Water Main Replacement	14-29	10.18.2021	\$ 20,400.00	Complete	\$ 19,840.91		

Total - All Services

\$ 297,499.69 \$ 584,745.89 \$ 399,125.30

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, February 13, 2024

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 Mickelsen called the meeting to order at 7:00 p.m. Present at roll call: Vice President Glenn Reynolds, Director Ken Coverdell, Director Bob Feldman, and Director John Muller.

Also present: Mary Rogren, General Manager, Jeffery Schneider, Asst. General Manager Finance/Admin., Brendan Adams, Legal Counsel; James Derbin, Superintendent, Gina Brazil, Office Manager, Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** – There were no public comments. President Mickelsen announced that Jack Burgett, Board President of the North Coast County Water District had passed away. Director Muller requested a moment of silence.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending January 31, 2024:
Claims: \$ 821,647.79; Payroll: \$ 233,917.30 for a total of \$1,055,565.09
January 2024 Monthly Financial Claims reviewed and approved by Director Mickelsen
- B. Acceptance of Financial Reports
- C. Approval of Minutes of January 9, 2024, 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 – January 2024
- G. Leak/Flushing Report – January 2024
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – November 2023 and December 2023

J. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ended June 30, 2023

President Mickelsen stated he had reviewed the monthly financial claims, and all appeared to be in order.

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell reported on the snow conditions in the Sierras.

6) GENERAL BUSINESS

A. Approval of a Professional Services Agreement with Cecil and Cecil Enterprises Inc., for Construction Inspection Services for the Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project and the Myrtle Street and 2nd Avenue Valve Replacement Project

Mr. Derbin summarized the two projects. Based on the past inspection services provided by Cecil and Cecil on the Grandview Water Main Replacement Project and the Poplar Street Water Main Replacement Project staff recommend Cecil and Cecil for the service. A discussion with the Board ensued.

ON MOTION BY Director Coverdell and seconded by Director Feldman, the Board voted by roll call vote to 1) Authorize the General Manager to retain the professional services of Cecil and Cecil Enterprises Inc., (C&C) for construction inspection services for the Magellan Avenue at Highway 1 and Medio Creek Pipeline Replacement Project for a not-to-exceed budget of \$60,219.04 and 2) Authorize the General Manager to retain the professional services of Cecil and Cecil Enterprises Inc., (C&C) for construction inspection services for the Myrtle Street and 2nd Avenue Valve Replacement Project for a not-to-exceed budget of \$51,616.32:

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

B. CCWD Annual Operations Safety Recap for 2023

Mr. Derbin provided an overview of the District's safety program in 2023 and highlighted the District's safety practices, culture and commitment to keeping employees safe on the job. The number of lost time accidents for the calendar year 2023 was zero.

C. Nunes Water Treatment Plant Upgrades Project Update #30

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during January 2024.

7) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

- Ms. Rogren stated that Ms. Brennan represented the District at the Chamber of Commerce 6th Annual State of the Coastsides held on January 25. She made a brief presentation on the District's achievements from last year and plans for the upcoming year.
- The District sent a letter from Board President Chris Mickelsen in support of the California Department of Technology's plan to extend the fiber optic cables down the coast.

B. Superintendent of Operations Report

Mr. Derbin summarized the Operation Highlights for the month of January 2024.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

9) CLOSED SESSION

- A. Public Employee Performance Evaluation**
Pursuant to California Government Section 54957
Title: General Manager

10) RECONVENE TO OPEN SESSION

Public report of closed session - President Mickelsen reported that no action was taken in the closed session.

11) **ADJOURNMENT** - Board Meeting Adjourned at 8:32 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Chris Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 2023 / 2024

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	2						1					4
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
3" meter													
HMB Priority													
0.5" capacity increase													
5/8" meter													
3/4" meter													
1" meter								1					1
1 1/2" meter					1								1
2" meter													
County Non-Priority													
0.5" capacity increase													
5/8" meter		1					1						2
3/4" meter													
1" meter													
County Priority													
5/8" meter								1					1
3/4" meter							1						1
1" meter		1											1
1.5" meter													
2" meter		1											1
Totals	1	5	0	0	1	0	2	3					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 23/24 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	1.0	2.0						1.0					4.0
HMB Priority					5.0			2.5					7.5
County Non-Priority		1.0					1.0						2.0
County Priority		10.5					1.5	1.0					13.0
Total	1.0	13.5	0	0	5.0	0	2.5	4.5					26.5

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2024

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.32	17.08	0.00	30.54	6.02	53.64	2.66	50.98
AUG	2.37	22.03	0.00	23.30	6.40	51.73	3.69	48.04
SEPT	2.31	18.49	0.00	24.22	8.42	51.13	3.87	47.26
OCT	0.51	6.09	0.00	37.04	6.54	49.67	2.58	47.09
NOV	0.05	15.80	11.9	9.68	2.94	40.32	2.42	37.90
DEC	0.00	7.40	17.29	11.08	2.46	38.23	2.03	36.20
JAN	0.00	4.60	15.68	10.14	0.00	30.42	2.11	28.31
FEB	0.00	0.00	15.84	13.16	0.00	29.00	1.37	27.63
MAR								
APR								
MAY								
JUN								
TOTAL	5.56	91.49	60.71	159.16	32.78	344.14	20.73	323.41
% MONTHLY TOTAL	0.0%	15.1%	51.5%	33.3%	0.0%	100.0%	6.9%	93.1%
% ANNUAL TO DATE TOTAL	1.6%	26.6%	17.6%	46.2%	9.5%	0.0%	6.0%	94.0%

CCWD vs SFPUC- month 66.7%
 CCWD vs SFPUC- annual 45.8%

12 Month Running Treated Total **464.99**

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	3.25	41.21
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	0.00	0.00	24.29	2.56	0.00	26.85	1.62	25.23
MAR	0.00	0.00	26.21	2.19	0.00	28.40	2.09	26.31
APR	0.00	14.00	0.00	21.47	0.09	35.56	2.22	33.34
MAY	0.00	29.40	0.00	8.40	5.00	42.80	3.98	38.82
JUN	0.00	28.20	0.00	17.17	2.78	48.15	2.63	45.52
TOTAL	6.75	116.92	98.66	205.83	52.88	481.04	30.55	450.49
% Annual Total	1.4%	24.3%	20.5%	42.8%	11.0%	100.0%	9.3%	90.7%

Coastside County Water District Monthly Sales By Category (MG) FY2024

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	24.40	25.26	26.27	24.96	22.90	21.49	20.13	17.91					183.30
COMMERCIAL	2.73	2.96	2.92	2.93	2.66	2.74	2.33	2.39					21.67
RESTAURANT	1.50	1.54	1.70	1.57	1.46	1.28	1.26	1.17					11.47
HOTELS/MOTELS	2.56	2.65	2.73	2.51	2.24	1.92	1.85	1.51					17.98
SCHOOLS	0.41	0.79	0.68	0.48	0.45	0.25	0.14	0.16					3.36
MULTI DWELL	2.41	2.55	2.60	2.46	2.44	2.34	2.32	2.11					19.22
BEACHES/PARKS	0.48	0.49	0.39	0.37	0.33	0.26	0.16	0.13					2.62
AGRICULTURE	1.86	3.04	1.63	1.46	1.63	1.43	1.19	1.25					13.51
RECREATIONAL	0.18	0.16	0.17	0.15	0.14	0.14	0.11	0.11					1.17
MARINE	0.28	0.35	0.35	0.26	0.28	0.27	0.28	0.45					2.52
RES. IRRIGATION	1.25	1.38	1.40	1.32	0.90	0.56	0.29	0.23					7.33
DETECTOR CHECKS	0.01	0.02	0.02	0.01	0.03	0.01	0.01	0.01					0.11
NON-RES. IRRIGATION	0.33	0.71	1.31	0.35	0.31	0.18	0.15	0.11					3.45
RAW WATER	3.49	7.33	5.45	8.34	4.22	2.24	0.00	0.00					31.08
PORTABLE METERS	0.17	0.24	0.20	0.21	0.12	0.04	0.08	0.02					1.09
CONSTRUCTION	0.50	0.53	0.52	0.47	0.44	0.43	0.40	0.38					3.67
TOTAL - MG	42.54	50.00	48.35	47.87	40.54	35.57	30.72	27.95	0.00	0.00	0.00	0.00	323.55

Non Residential Usage	18.15	24.74	22.08	22.91	17.65	14.08	10.59	10.04	0.00	0.00	0.00	0.00	
Running 12 Month Total								461.68					
12 mo Residential								265.52					
12 mo Non Residential								196.17					

FY2023

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	26.06	25.90	26.89	23.51	21.14	20.82	20.09	18.04	18.88	18.74	20.96	23.64	264.66
COMMERCIAL	2.49	2.80	2.85	2.60	2.41	2.27	2.15	2.12	2.07	2.45	2.73	2.75	29.70
RESTAURANT	1.67	1.64	1.78	1.56	1.43	1.32	1.12	1.21	1.17	1.24	1.44	1.66	17.25
HOTELS/MOTELS	2.39	2.55	2.53	2.17	1.92	1.67	1.53	1.58	1.82	1.83	2.11	2.49	24.58
SCHOOLS	0.59	0.49	0.51	0.36	0.46	0.18	0.11	0.21	0.20	0.15	0.22	0.25	3.73
MULTI DWELL	2.57	2.50	2.70	2.39	2.38	2.35	2.23	2.13	2.23	2.30	2.31	2.47	28.56
BEACHES/PARKS	0.74	0.64	0.61	0.37	0.31	0.26	0.18	0.23	0.28	0.29	0.53	0.50	4.96
AGRICULTURE	4.96	4.75	3.60	2.14	1.27	1.56	1.69	0.98	1.10	1.23	1.69	1.67	26.64
RECREATIONAL	0.22	0.24	0.23	0.19	0.19	0.17	0.15	0.15	0.14	0.14	0.13	0.15	2.09
MARINE	0.51	0.54	0.55	0.44	0.35	0.32	0.34	0.41	0.29	0.29	0.24	0.27	4.55
RES. IRRIGATION	1.22	1.23	1.22	0.89	0.43	0.22	0.14	0.06	0.06	0.17	0.81	1.02	7.49
DETECTOR CHECKS	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.05
NON-RES. IRRIGATION	3.53	5.48	4.59	1.00	0.22	0.09	0.11	0.08	0.10	0.09	0.16	1.93	17.38
RAW WATER	3.69	2.72	4.80	5.26	2.12	2.22	1.09	0.00	0.00	0.00	2.41	3.58	27.89
PORTABLE METERS	0.27	0.32	0.33	0.28	0.20	0.12	0.10	0.08	0.06	0.08	0.16	0.21	2.21
CONSTRUCTION	0.35	0.38	0.38	0.35	0.36	0.39	0.41	0.43	0.80	0.45	0.47	0.49	5.26
TOTAL - MG	51.27	52.19	53.57	43.51	35.19	33.96	31.44	27.73	29.21	29.46	36.37	43.09	466.99

MONTH		February-24			Coastside County Water District Monthly Discharge Report							
EMERGENCY MAIN AND SERVICE REPAIRS												
C o u n t	Date Reported Discovered	Time Reported	Date Repaired	Time Repaired	Estimated Duration of Leak	(Identifier) Location	Estimated Water Volume Loss (MG)	Class Type	Material Type	Size (Inches)	Work Order Number	
1	2/11/2024	0700	2/12/2024	1130	28.5	59 Santa Rosa Ave	0.008	Main	Galv	1.5	7004	
2												
3												
4												
5												
6												
7												
8												
Total							0.008					

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.053
Reservoir Cleaning	0.000
Automatic Blowoffs	0.157
Dewatering Operations	0.000
Other (includes flow testing)	0.000
DISCHARGES GRAND TOTAL (MG)	
0.210	

Coastside County Water District
 766 Main Street
 July 2023 - June 2024

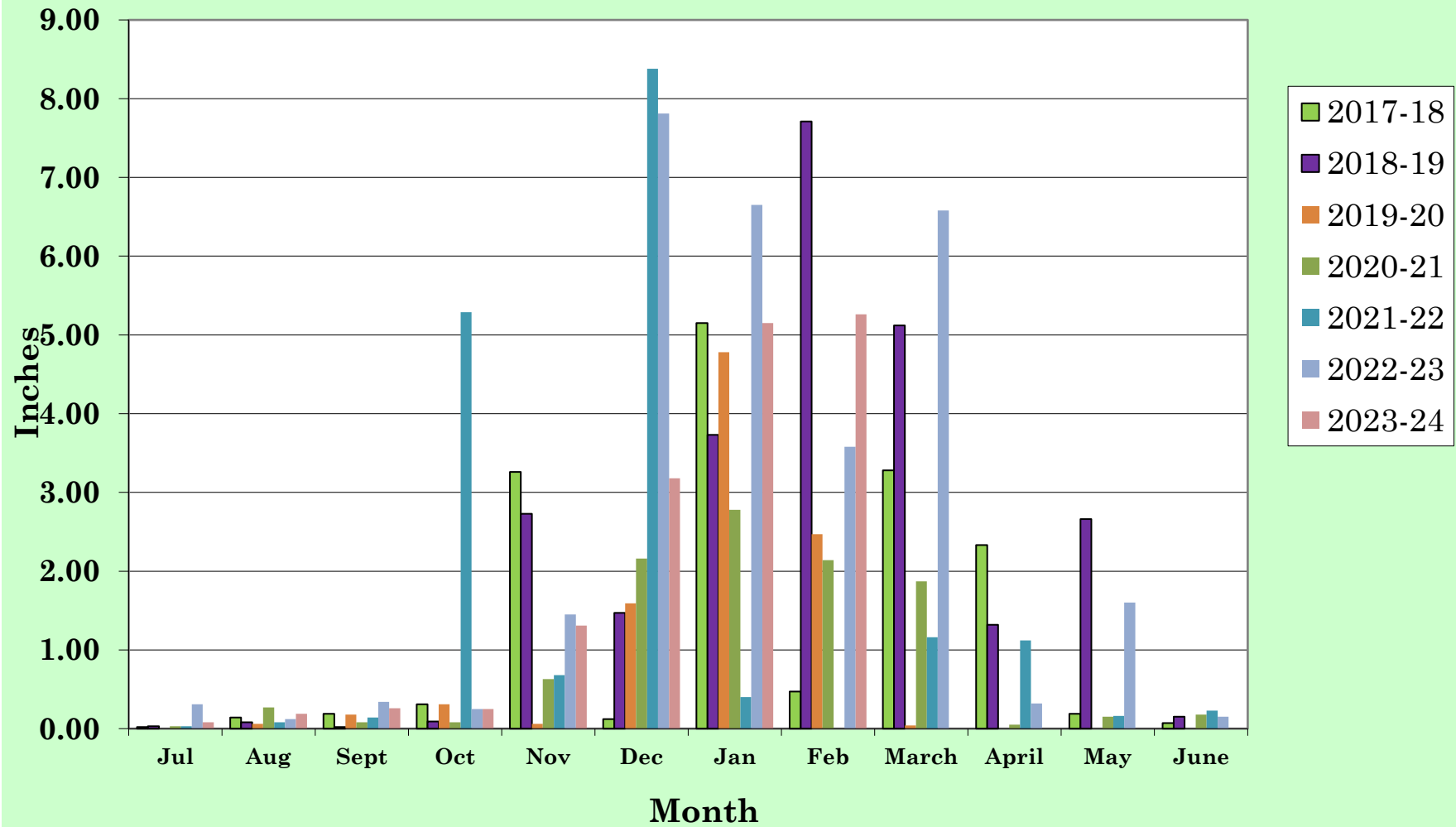
Nunes
 Rainfall in Inches

	2023			2024								
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0.02	0.06	0	0	0.2	0.01	0.23				
2	0	0.01	0	0	0	0.13	0.37	0.22				
3	0	0.04	0	0	0	0	0.08	0.45				
4	0	0.02	0	0	0	0	0	0.4				
5	0	0	0	0	0.19	0	0	0.08				
6	0.02	0	0	0	0	0.12	0.11	0.01				
7	0.02	0	0	0	0	0.08	0	0.4				
8	0	0.03	0	0	0	0	0	0				
9	0.01	0.01	0	0.09	0	0	0.13	0				
10	0.01	0	0	0.02	0	0	0.28	0				
11	0.01	0	0	0	0	0	0	0				
12	0	0	0	0	0	0	0	0.01				
13	0	0.01	0	0	0	0	0.58	0.03				
14	0	0	0.01	0	0	0	0.04	0.58				
15	0	0	0.01	0.01	0.1	0	0	0				
16	0	0	0	0	0.18	0	0.36	0				
17	0	0.01	0	0.01	0.55	0	0.01	0.39				
18	0	0	0	0	0.04	0.07	0	0.81				
19	0	0	0	0	0	0.21	0.33	0.13				
20	0.01	0.01	0	0	0	0.91	0.16	0.51				
21	0	0.03	0	0	0	0	0.94	0				
22	0	0	0	0.1	0	0	0.53	0.01				
23	0	0	0	0.01	0	0	0.07	0				
24	0	0	0	0	0	0	0.35	0				
25	0	0	0.03	0.01	0	0	0	0				
26	0	0	0.08	0	0	0	0	0.18				
27	0	0	0	0	0	0.06	0	0				
28	0	0	0	0	0.23	0	0	0.02				
29	0	0	0.07	0	0.02	1.2	0	0.8				
30	0	0	0	0	0	0.15	0					
31	0	0		0		0.05	0.8					
Mon.Total	0.08	0.19	0.26	0.25	1.31	3.18	5.15	5.26				
Year Total	0.08	0.27	0.53	0.78	2.09	5.27	10.42	15.68				

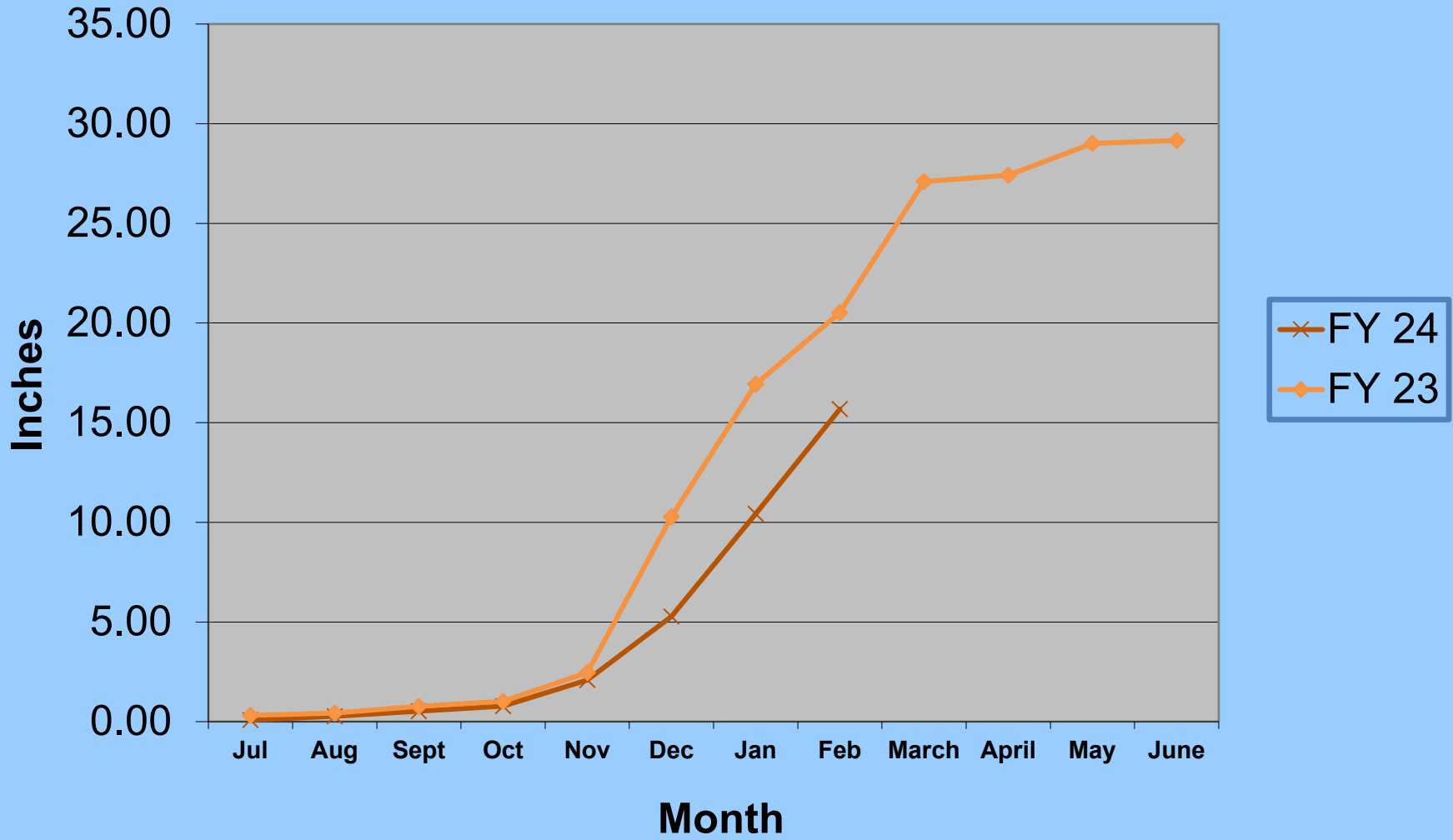
Coastside County Water District

Rainfall by Month

Fiscal Years 18 - 24

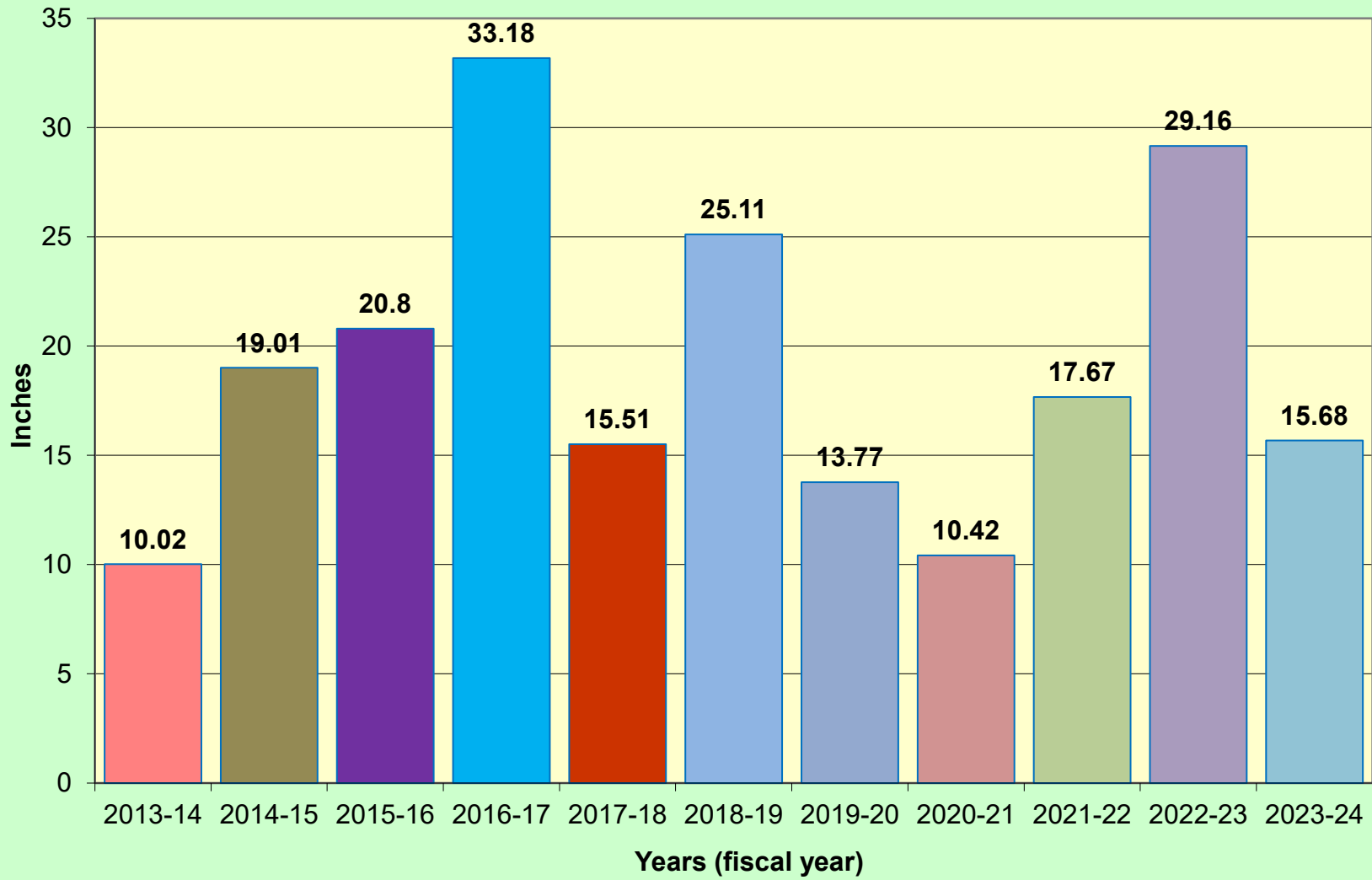


Rainfall Total Comparison Fiscal Years 23-24



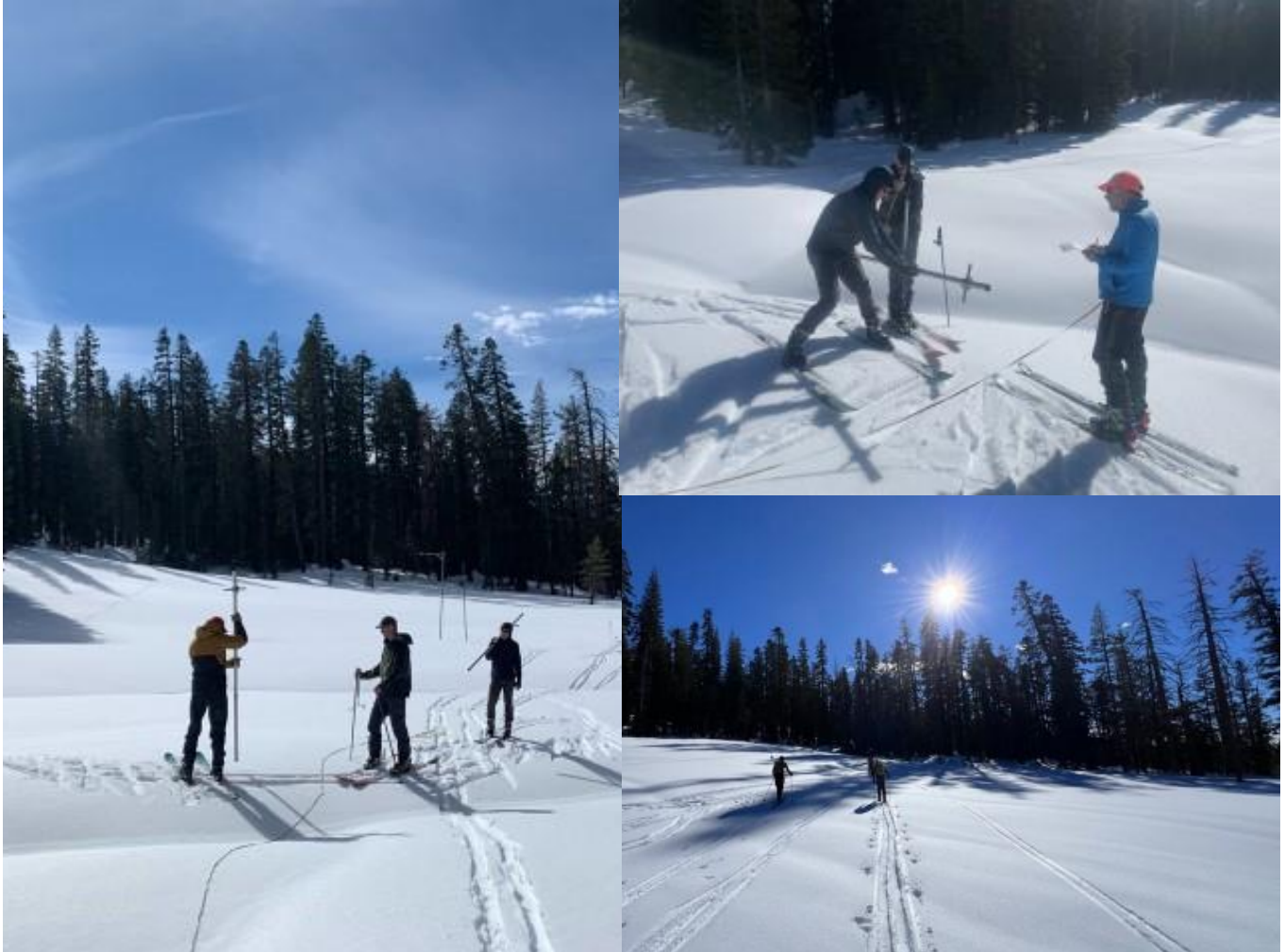
Rain Totals

Fiscal Years 14 - 24



San Francisco Public Utilities Commission Hydrological Conditions Report January 2024

J. Chester, C. Graham, H. Forrester, N. Waelty
Prepared February 5, 2024



Staff from Hetch Hetchy Water and Power, a Division of the San Francisco Utilities Commission, and other cooperating agencies conducted the first manual snow surveys of the year in late January. Snow survey data indicated year-to-date snow water equivalent (SWE) around 50% of normal or 30% of April 1 normal.

System Storage

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

Table 1. Current System Storage as of February 1, 2024							
	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	311,876		340,830		28,954		92%
Cherry Reservoir ²	250,373		268,811		18,438		93%
Lake Eleanor ³	23,914		22,425		0		100%
Water Bank	555,392		570,000		14,608		97%
Tuolumne Storage	1,141,555		1,202,066		62,000		95%
Local Bay Area Storage							
Calaveras Reservoir	81,875	26,679	96,670	31,500	14,795	4,821	85%
San Antonio Reservoir	46,304	15,088	52,506	17,109	6,202	2,021	88%
Crystal Springs Reservoir	42,962	13,999	68,743	22,400	25,782	8,401	63%
San Andreas Reservoir	15,661	5,103	18,898	6,158	3,238	1,055	83%
Pilarcitos Reservoir	2,464	803	3,118	1,016	654	213	79%
Total Local Storage	189,265	61,672	239,936	78,183	50,671	16,511	79%
Total System	1,330,820		1,442,002		112,671		92%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flashboards removed and 1 board in the log chute.

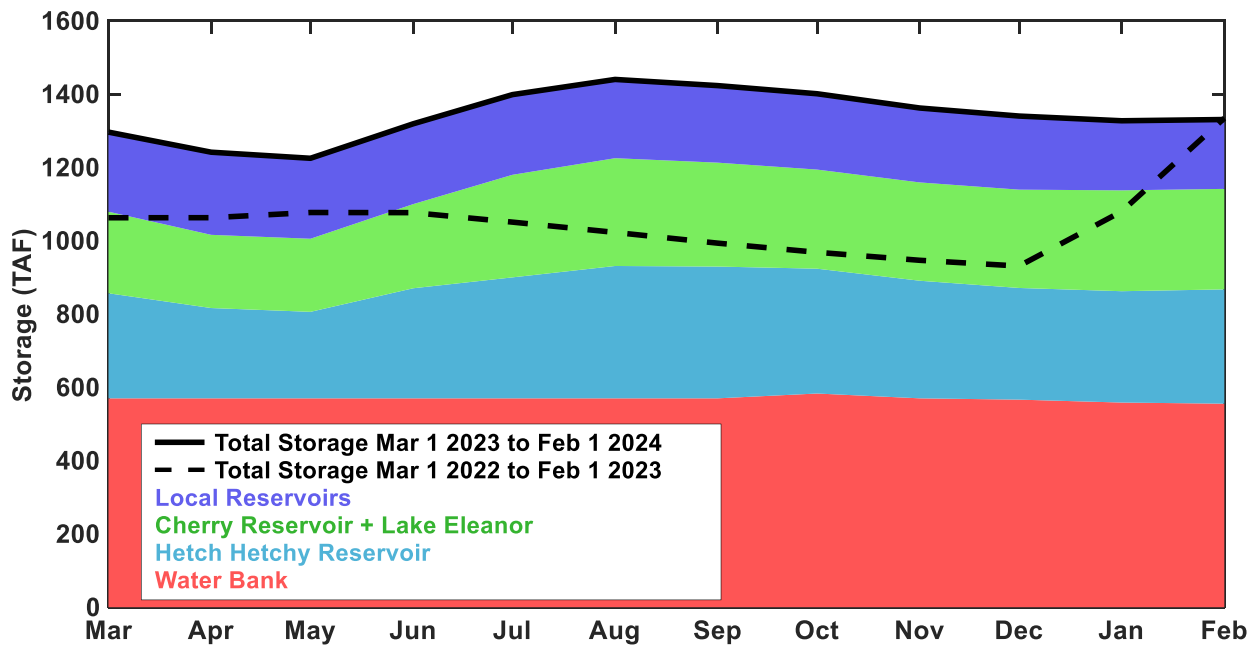


Figure 1: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The January 2024 six-station precipitation index was 7.16 inches, which is 124% of the 1991-2020 January median.

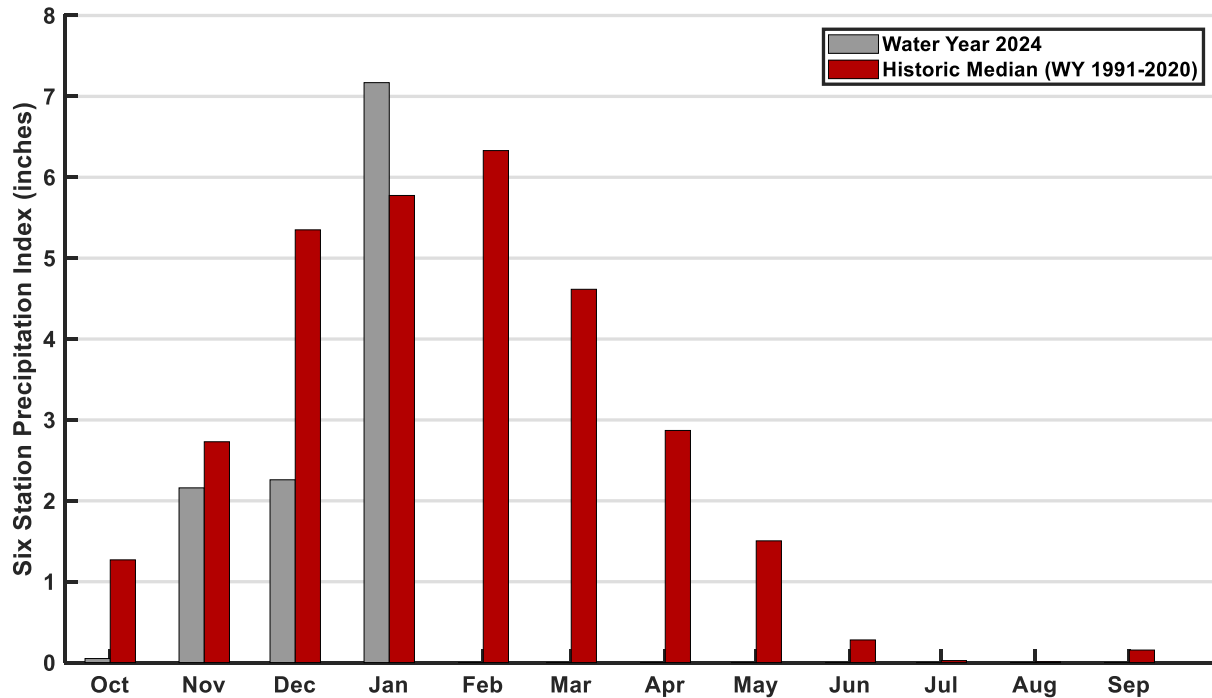


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of February 1. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2024 is 11.60 inches, which is 77% of the median to date. The Hetch Hetchy Weather Station received 6.44 inches of precipitation in January resulting in a total of 10.56 inches for WY 2024, or 64% of median for the Water Year to date. The cumulative WY 2024 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

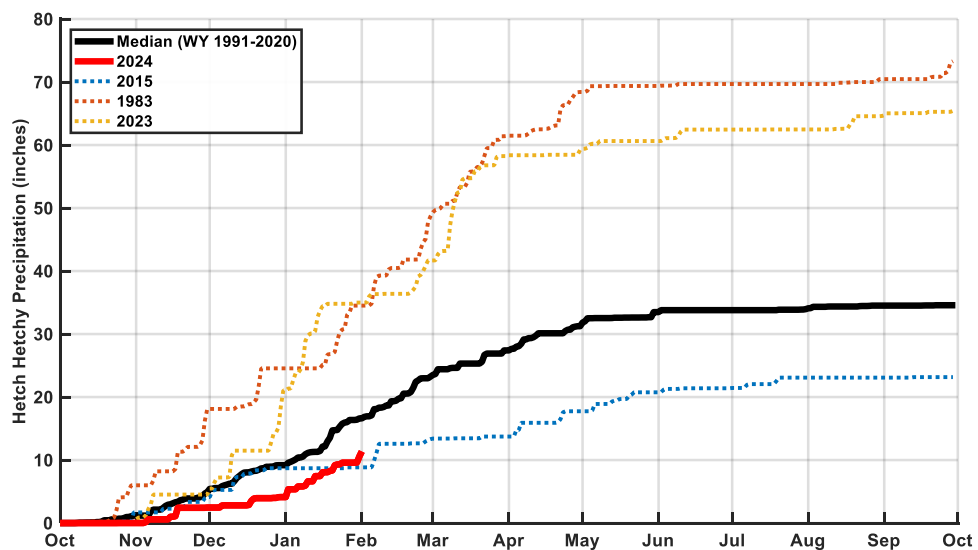


Figure 3: Water Year 2024 cumulative precipitation measured at Hetch Hetchy Weather Station as of February 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2024 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for January 2023 and Water Year 2024 is summarized below in Table 2.

Table 2. Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	January 2024				October 1, 2023 through February 1, 2024			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	12,139	21,575	29,978	40%	20,089	50,739	66,135	30%
Inflow to Cherry Reservoir and Lake Eleanor	20,872	29,420	35,949	58%	37,301	67,321	83,834	44%
Tuolumne River at La Grange	64,530	94,090	157,807	41%	127,586	200,027	295,425	43%
Water Available to City	2,854	13,089	79,875	4%	3,211	41,905	122,120	3%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) remained at 0 MGD for the month of January.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 4,110 acre-feet. Hetch Hetchy Reservoir required minimum instream release for January was 35 cfs. Cumulative precipitation from October 1 to February 1 has moved releases to a Type B year for February 2024. Required minimum instream release is 50 cfs for February.

Cherry Reservoir power draft and stream releases totaled 19,045 acre-feet for the month of January. The required minimum instream release from Cherry Reservoir for January was 5 cfs. Required minimum instream releases for February will be 5 cfs.

Lake Eleanor required minimum instream release for January was 5 cfs. Required instream releases for February remains 5 cfs.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant production for January was 65 MGD, the Sunol Valley Water Treatment Plant production for the month was 87 MGD.

Regional System Water Delivery

The average January delivery rate was 151 MGD which is an 1.3% decrease below the December delivery rate of 153 MGD.

Local Precipitation

The rainfall summary for January 2024 and Water Year 2024 is presented in Table 3.

Weather Station Location	January 2024		October 1, 2023 through February 1, 2024	
	Total (inches)	Percent Mean for the Month (inches)	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	12.48	201%	23.49	132%
Lower Crystal Springs Reservoir	9.09	209%	16.33	138%
Calaveras Reservoir	8.29	242%	12.36	133%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Due to below average precipitation during October and December, the current snowpack (Figure 5) is below average. Above average conditions during January increased the snow pillow index substantially.

Water Year 2024 runoff has been well below mean, resulting in 3,211 acre-feet of Water Available to the City (Figure 4).

Currently, Hetch Hetchy Reservoir is drafting via minimum required streamflow due to the 2024 Winter Shutdown (December 5 – March 16). Cherry Reservoir is drafting via minimum required streamflow and scheduled power generation. Lake Eleanor is drafting via minimum required streamflow and pumping.

Water Bank slightly debited during January as reservoir releases to the Tuolumne River were slightly exceeded by reservoir inflows. Water Bank is expected to remain near full capacity in February.

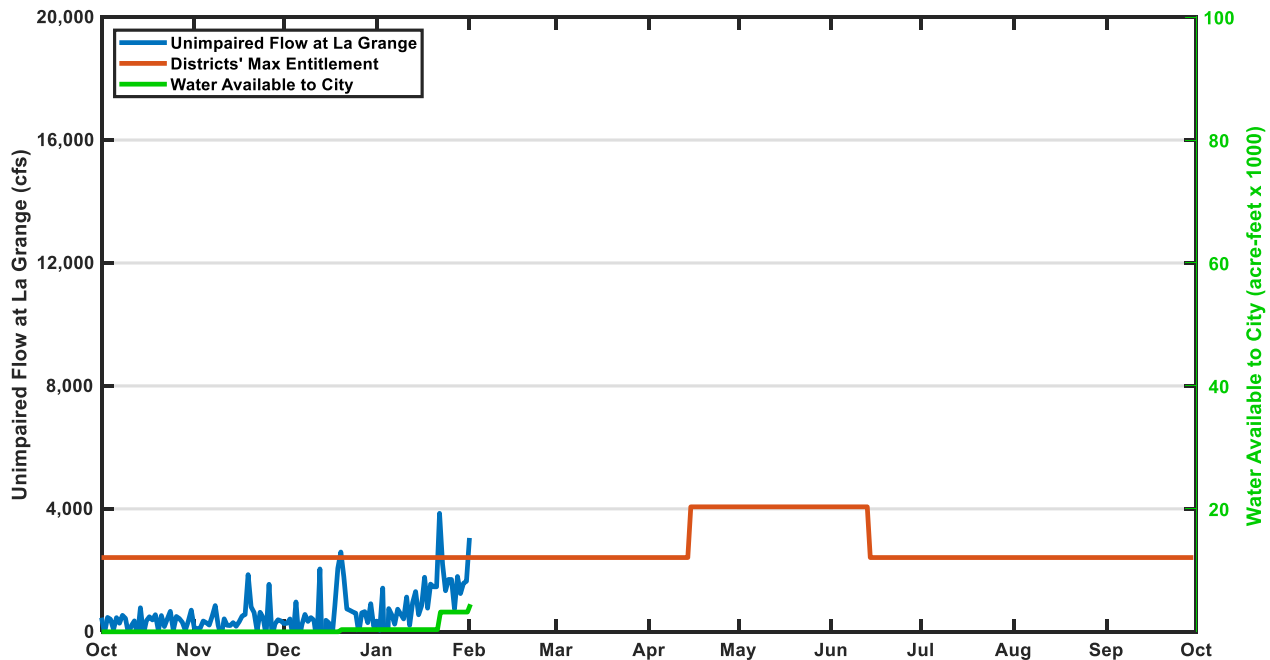


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

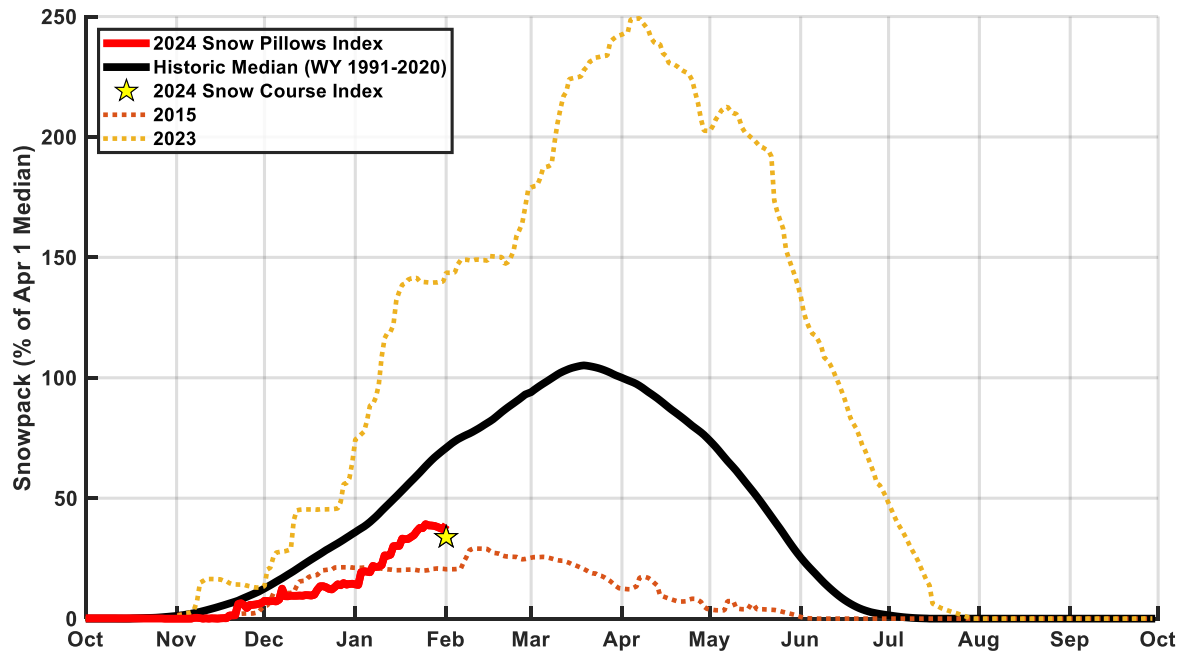


Figure 5: Tuolumne River Basin 10 Station Snow Index as of February 1 (red line), based on real time snow pillow Snow Water Equivalent (SWE) measurements in the Tuolumne Basin. Star indicates the average manual snow course measurements in the Tuolumne Watershed. Median Index and example wet and dry years are included with Water Year 2024 for comparison purposes.

**WATER SERVICE CONNECTION TRANSFER REPORT
TRANSFERS APPROVED FOR THE MONTH OF FEBRUARY 2024**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
047-252-280	Miramar Beach LLC (Paul McGregor)	048-372-210	Noemi Alejandra Ramiez Avila	one (1) -- 5/8"	February 9, 2024

STAFF REPORT

To: Board of Directors

From: Jeffrey Schneider, Assistant General Manager - Finance & Administration

Agenda: March 12, 2024

Report Date: March 8, 2024

Agenda Title: Overview of Draft Fiscal Year 2024-2025 Operations and Maintenance Budget and Draft Fiscal Year 2024/2025 to Fiscal Year 2033/2034 Capital Improvement Program and Budget Calendar

Recommendation / Motion:

Information Only.

Background:

At the June 11, 2024 Board of Directors meeting, the Board will be asked to approve the draft Fiscal Year 2024/2025 Operations and Maintenance (O&M) Budget and the draft Fiscal Year 2024/2025 to Fiscal Year 2033/34 Capital Improvement Program (CIP). These plans are used for measuring financial performance on an ongoing basis during the fiscal year and are also used in the development of the District's Financial Plan.

The attached Budget Process Timeline lists key milestones and the schedule for Committee and Board reviews, and Board approval, of the District's Fiscal Year 2024/2025 O&M Budget and Capital Improvement Program (CIP) plan for Fiscal Year 2024/25 through FY2033/34. Key dates are also outlined for the District's Water Financial Plan and Rate Study that is currently underway with the consulting firm, Water Resource Economics (WRE). Staff will present Budget process updates at each Regular Board meeting through June, and will conduct a Workshop on May 14, 2024 to review the details of the District's Financial Plan draft.

STAFF REPORT**Agenda: March 12, 2024****Subject: Draft FY2024-25 O&M Budget and Draft Capital Improvement Program Page 2****FY 24-25 Budget (O&M and CIP) and Rate Study - Process Timeline**

(Budget items are not highlighted; Rate Study Items are highlighted in yellow)

Date	Description
February 13, 2024	Facilities Committee - Capital Improvement Program (CIP) Review
March 11, 2024	Finance Committee - Review of Draft O&M / CIP Budgets
March 12, 2024 Regular Board Meeting	Present Draft O&M and CIP Budgets and Rate Study Timeline for Board Review
April 9, 2024 Regular Board Meeting	Present Draft O&M and CIP Budgets and Rate Study Timeline for Board Review
March/ April 2024 (tbd)	Finance Committee Review of Draft "Water Financial Plan and Rate Update Study" prepared by consultants from Water Resources Economics (WRE)
May 14, 2024 <i>Special Board Meeting</i>	Board Workshop - Review of "Water Financial Plan and Rate Update Study" prepared by consultants from WRE.
May 14, 2024 Regular Board Meeting	Board Presentation of Draft O&M and CIP Budget
May, 2024 (date tbd)	Facilities Committee Review of Draft CIP Budget
May, 2024 (date tbd)	Finance Committee Review of Draft O&M/CIP Budgets
June 11, 2024 Regular Board Meeting	Board Approval of FY24-25 O&M/CIP Budgets
July 9, 2024 Regular Board Meeting	Second Board Review of "Water Financial Plan and Rate Update Study" prepared by WRE
Mid-Aug 2024	Customer Outreach: Social Media; message: Understanding Proposed Rate Increase
Mid-Aug 2024	Prop 218 Notice re: Public Hearing published
October, 2024	Public Hearing - Prop 218 - Approve Rate Adjustments to be effective January, 2025;
January 20, 2025	Rate Change Year 1 Effective

STAFF REPORT**Agenda: March 12, 2024****Subject: Draft FY2024-25 O&M Budget and Draft Capital Improvement Program Page 3****Draft Fiscal Year 2024-2025 O&M Budget:**

A summary of the Draft Fiscal Year 2024-2025 O&M Budget as compared to the prior year's budget is presented below.

	FY2024/25 Draft Budget	FY2023/24 Approved Budget	\$ Change from Prior Budget	% Change from Prior Budget
REVENUE				
<i>Water Sales in Millions of Gallons</i>	520 MG	506 MG	14 MG	2.8%
Water Revenue (*)	\$ 13,684,409	\$ 12,963,614	\$ 720,796	5.6%
Non-Operating Revenue	\$ 2,253,000	\$ 1,962,000	\$ 291,000	14.8%
Total Revenue	\$ 15,937,409	\$ 14,925,614	\$ 1,011,796	6.8%
OPERATING EXPENSES	\$ 11,180,426	\$ 10,609,648	\$ 570,778	5.4%
DEBT SERVICE	\$ 1,506,840	\$ 1,512,000	\$ (5,160)	(0.3%)
CONTRIBUTION TO CIP AND RESERVES	\$ 3,250,144	\$ 2,803,966	\$ 446,178	
(*) No rate increase is assumed in the FY 2024/25 Draft Budget (still TBD)				

The **revenue** budget reflects water sales of 520 million gallons (MG), an increase of 14 MG from the prior year's budget and 31 MG, or 6%, from the current forecast for FY 2023/2024. At \$13,684,409, water revenues are \$720,796, or 5.6%, above this year's budget, which reflects the annual 6% price increases implemented mid-January 2024. No rate increase is assumed at this point for FY 2024/2025.

Non-operating revenues will increase by \$291,000 versus this year's budget, primarily as a result of higher interest rates associated with LAIF (\$155,000) and an additional \$90,000 of County and ERAF tax receipts. \$46,000 of increases in other non-operating revenues accounts for the remainder of the year-over-year increase.

Budgeted **operating expenses** are \$570,778 higher than the prior year's budget primarily due to inflationary increases, which include:

- salary increases associated with a preliminary estimate for a COLA in July, 2024 and 2.5% step/promotion increases for eligible staff;
- a confirmed rate increase from SFPUC of 6.5% in July, 2024;
- an assumption that PG&E rates will grow by 15%;
- increases in premiums for medical and dental that are estimated to be 15%;
- an estimated increase in Liability insurance of 15%.

Debt service reflects modestly lower loan payments than the prior year.

The resulting contribution to CIP and Reserves of \$3,250,144 is \$446,178 above the prior year's budget. See **Exhibit A** for the Draft FY 2023-2024 O&M Budget and detailed explanations of the variances.

STAFF REPORT**Agenda: March 12, 2024****Subject: Draft FY2024-25 O&M Budget and Draft Capital Improvement Program Page 4****Draft Fiscal Year 2024/2025 to 2033/2034 Capital Improvement Program:**

- Draft 5 Year CIP - \$32,125,000
- Draft 10 Year CIP - \$69,175,000
- Prior Year's Approved 10 Year CIP - \$71,260,000

The Draft 2024/2025 to Fiscal Year 2033/34 is \$2,085,000 lower than the prior year's approved CIP primarily due to the anticipated completion in FY 23/24 of the Nunes Treatment Plant project.

The changes from the prior year 10 Year CIP approved in June 2023 are shown below:

Draft FY 24/25 to FY 33/34 CIP vs Approved (June, 2023) FY 23/24 to FY 32/33 CIP

Category	(New) Draft 10-Year CIP FY 24/25 to FY 33/34	Approved (June, 2023) FY 23/24 - FY 32/33	Budget Changes
Equipment Purchase & Replacem	\$ 1,500,000	\$ 1,530,000	\$ (30,000)
Facilities & Maintenance	\$ 1,900,000	\$ 1,540,000	\$ 360,000
Pipeline Projects	\$ 25,700,000	\$ 26,425,000	\$ (725,000)
Pump Stations/Tanks/Wells	\$ 26,550,000	\$ 26,440,000	\$ 110,000
Water Supply Development	\$ 8,950,000	\$ 9,150,000	\$ (200,000)
Water Treatment Plants	\$ 4,575,000	\$ 6,175,000	\$ (1,600,000)
Total	\$ 69,175,000	\$ 71,260,000	\$ (2,085,000)

Please see **Exhibit B**, below, for the Draft CIP plan details for FY 2024/25 through FY 2033/34.

EXHIBIT A

COASTSIDE COUNTY WATER DISTRICT
Operations & Maintenance Budget - FY 2024-2025

Account Number	Description	Draft FY 2024/2025 Budget	Approved FY 2023/2024 Budget	FY24/25 Budget Vs. FY 23/24 Budget	FY24/25 Budget Vs. FY 23/24 Budget %	
				\$ Changed	% Changed	
OPERATING REVENUE						
4120	Water Sales *	\$ 13,684,409	\$12,963,614	\$ 720,796	5.6%	FY23/24 will end at approximately 489 MG sales; Reflects 6% approved rate increase in January, 2024; No increase is yet assumed for January, 2025
	Water Sales in MG	520 MG	506 MG	14 MG	2.8%	
Total Operating Revenue		\$ 13,684,409	\$12,963,614	720,796	5.6%	
NON-OPERATING REVENUE						
4170	Hydrant Sales	\$52,000	\$52,000	\$0	0.0%	
4180	Late Penalty	\$100,000	\$65,000	\$35,000	53.8%	FY24/25 reflects volumes in line with actual/forecasted experience in FY23/24
4230	Service Connections	\$13,000	\$10,000	\$3,000	30.0%	
4920	Interest Earned	\$245,000	\$90,000	\$155,000	172.2%	Reflects increases in LAIF interest rates
4930	Property Taxes	\$1,035,000	\$995,000	\$40,000	4.0%	
4950	Miscellaneous	\$5,000	\$5,000	\$0	0.0%	
4955	Cell Site Lease Income	\$203,000	\$195,000	\$8,000	4.1%	Contractual growth rates; no change in cell tower inventory is assumed
4965	ERAF Refund	\$600,000	\$550,000	\$50,000	9.1%	Reflects higher ERAF due to recent historical tax receipts
Total Non-Operating Revenue		\$2,253,000	\$1,962,000	\$291,000	14.8%	
TOTAL REVENUES		\$15,937,409	\$14,925,614	\$1,011,796	6.8%	
OPERATING EXPENSES						
5130	Water Purchased	\$2,500,502	\$2,260,502	\$240,000	10.6%	6.5% rate increase per SFPUC in July, 2024; SFPUC assumed to account for 65% of volume
5130A	BAWSCA Bond Surcharge	\$38,772	\$200,844	(\$162,072)	(80.7%)	Reflects our reduced share of BAWSCA surcharge; forecasted to rebound to ~\$17k/mo beyond 24/25
5230	Electrical Exp. Nunes WTP	\$65,550	\$57,000	\$8,550	15.0%	
5231	Electrical Expenses, CSP	\$400,000	\$350,000	\$50,000	14.3%	To accommodate the potential for usage of CSP to be beyond recent actual experience
5232	Electrical Expenses/Trans. & Dist.	\$31,050	\$27,000	\$4,050	15.0%	
5233	Elec Exp/Pilarcitos Cyn	\$79,350	\$69,000	\$10,350	15.0%	
5234	Electrical Exp., Denn	\$102,350	\$89,000	\$13,350	15.0%	
5242	CSP - Operation	\$13,000	\$13,000	\$0	0.0%	
5243	CSP - Maintenance	\$45,000	\$35,000	\$10,000	28.6%	current year also fcst at \$40k (includes Calcon documentation effort)
5246	Nunes WTP Oper	\$109,000	\$102,000	\$7,000	6.9%	
5247	Nunes WTP Maint	\$135,000	\$125,000	\$10,000	8.0%	
5248	Denn. WTP Oper.	\$78,000	\$54,000	\$24,000	44.4%	Reflects timing of chemical purchases (some are bi-annual)
5249	Denn WTP Maint	\$165,000	\$155,000	\$10,000	6.5%	
5250	Laboratory Expenses	\$81,000	\$77,000	\$4,000	5.2%	
5260	Maintenance Expenses	\$421,000	\$395,000	\$26,000	6.6%	
5261	Maintenance, Wells	\$50,000	\$50,000	\$0	0.0%	

EXHIBIT A (continued)

COASTSIDE COUNTY WATER DISTRICT
Operations & Maintenance Budget - FY 2024-2025

Account Number	Description	Draft FY 2024/2025 Budget	Approved FY 2023/2024 Budget	FY24/25 Budget Vs. FY 23/24 Budget	FY24/25 Budget Vs. FY 23/24 Budget %	
				\$ Changed	% Changed	
5263	Uniforms	\$14,700	\$14,000	\$700	5.0%	
5318	Studies/Surveys/Consulting	\$160,000	\$160,000	\$0	0.0%	
5321	Water Resources	\$20,000	\$21,500	(\$1,500)	(7.0%)	
5322	Community Outreach	\$68,000	\$68,000	\$0	0.0%	
5325	Water Shortage Program	\$0	\$0	\$0		
5381	Legal	\$116,000	\$110,000	\$6,000	5.5%	
5382	Engineering	\$90,000	\$86,000	\$4,000	4.7%	
5383	Financial Services	\$24,150	\$23,000	\$1,150	5.0%	
5384	Computer Services	\$357,000	\$339,974	\$17,026	5.0%	
5410	Salaries, Admin.	\$1,439,133	\$1,381,887	\$57,246	4.1%	Includes 2.25% COLA + 2.5% step/promotion for eligible staff;
5411	Salaries - Field	\$1,971,468	\$1,931,847	\$39,622	2.1%	Includes 2.25% COLA + 2.5% step/promotion for eligible staff
5420	Payroll Taxes	\$244,255	\$235,945	\$8,310	3.5%	moves directly in line with salaries
5435	Employee Medical Insurance	\$516,434	\$516,000	\$434	0.1%	
5436	Retiree Medical Insurance	\$58,151	\$46,000	\$12,151	26.4%	Reflects addition of costs for new retiree and increases anticipated for health care in FY24/25
5440	Employee Retirement	\$711,643	\$642,924	\$68,719	10.7%	Reflects July '23 contribution rate guidance from CalPERS
5445	SIP 401a Plan	\$38,016	\$38,000	\$16	0.0%	
5510	Motor Vehicle Exp.	\$95,000	\$90,000	\$5,000	5.6%	
5620	Office, Billing & Facilities Expenses	\$436,000	\$414,000	\$22,000	5.3%	
5625	Meetings/Training/Seminars	\$52,300	\$45,000	\$7,300	16.2%	New Operations staff Licensing training (class b)
5630	Insurance	\$209,000	\$182,000	\$27,000	14.8%	Assumes JPIA insurance rate increases
5687	Memberships & Subscriptions	\$125,000	\$118,825	\$6,175	5.2%	
5688	Election Expense	\$30,000	\$0	\$30,000		Budget year 24/25 includes an election.
5689	Labor Relations	\$6,000	\$6,000	\$0	0.0%	
5700	County Fees	\$33,000	\$31,400	\$1,600	5.1%	
5705	State Fees	\$50,600	\$48,000	\$2,600	5.4%	
Total Operating Expenses		\$11,180,426	\$10,609,648	\$570,778	5.4%	
CAPITAL ACCOUNTS						
5715	Existing Bond-CIEDB 11-099	\$335,173	\$335,343	(\$170)	(0.1%)	Reflects loan payment schedule.
5716	CIEDB 16-111	\$321,412	\$321,923	(\$511)	(0.2%)	" "
5717	Chase-2018 Loan	\$432,821	\$437,233	(\$4,412)	(1.0%)	" "
5718	First Foundation Bank - 2022	\$417,434	\$417,501	(\$67)	(0.0%)	" "
Total Capital Accounts		\$1,506,840	\$1,512,000	(\$5,160)	(0.3%)	
TOTAL REVENUE LESS TOTAL EXPENSE		\$3,250,144	\$2,803,966	\$446,178		
5713	Cont. to CIP & Reserves	\$3,250,144	\$2,803,966			

Project #	Project Name	Projected FY 24/25 to FY 33/34 Total	FY 23/24 (1.2024 est)	FY 24/25	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	FY 32/33	FY 33/34	Projected FY 24/25 to FY 33/34 Total
Equipment Purchase & Replacement														
06-03	SCADA/Telemetry/Electric Controls Replacement	\$ 500,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
15-04	Vactor Truck/Trailer	\$ 500,000						\$ 500,000						\$ 500,000
99-02	Vehicle Fleet Replacement	\$ 500,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
	Equipment Purchase & Replacement Totals	\$ 1,500,000	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,500,000
Facilities & Maintenance														
09-09	Fire Hydrant Replacement	\$ 1,400,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,400,000
23-13	Pilarcitos Canyon Culvert Replacement/Slide Repairs	\$ 400,000	\$ 100,000	\$ 400,000										\$ 400,000
99-01	Meter Change Program	\$ 100,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000
	Facilities and Maintenance Totals	\$ 1,900,000	\$ 250,000	\$ 550,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,900,000
Pipeline Projects														
14-01	Highway 92 - Emergency Pipeline Restoration and Replacement of Welded Steel Line	\$ 6,900,000	\$ 600,000	\$ 3,000,000	\$ 200,000	\$ 200,000	\$ 3,500,000							\$ 6,900,000
14-33	Miramar Cast Iron Pipeline Replacement	\$ 2,500,000							\$ 1,000,000	\$ 1,500,000				\$ 2,500,000
16-09	Magellan at Hwy 1/Miramar Dead Ends	\$ 600,000	\$ 250,000			\$ 600,000								\$ 600,000
22-07	Alameda Ave Crossing at Medio Creek	\$ -	\$ 150,000											\$ -
18-01	Pine Willow Oak Pipeline Replacement	\$ 2,500,000						\$ 2,500,000						\$ 2,500,000
21-01	Alcatraz and Santa Rosa Aves/Redondo Beach Loop/Ocean Colony	\$ 900,000	\$ 70,000	\$ 400,000	\$ 500,000									\$ 900,000
21-09	Miramar Tank/Pipeline Replacement (600 ft)	\$ 500,000						\$ 500,000						\$ 500,000
22-01	Miramontes Point Road Water Main Replacement	\$ 3,800,000							\$ 2,300,000	\$ 1,500,000				\$ 3,800,000
23-01	Seahaven/Spindrift Neighborhood Pipeline Replacement	\$ 2,000,000									\$ 2,000,000			\$ 2,000,000
23-02	Poplar Street Pipeline Replacement	\$ 2,000,000	\$ 400,000									\$ 2,000,000		\$ 2,000,000
24-01	HMB Valve Replacement	\$ -	\$ 250,000											\$ -
	Kehoe Neighborhood	\$ 3,000,000											\$ 3,000,000	\$ 3,000,000
NN-00	Unscheduled CIP	\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
	Pipeline Projects Totals	\$ 25,700,000	\$ 1,820,000	\$ 3,500,000	\$ 800,000	\$ 900,000	\$ 3,600,000	\$ 3,100,000	\$ 3,400,000	\$ 3,100,000	\$ 2,100,000	\$ 2,100,000	\$ 3,100,000	\$ 25,700,000

Project #	Project Name	Projected FY 24/25 to FY 33/34 Total	FY 23/24 (1.2024 est)	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	FY 31/32	FY 32/33	FY 33/34	Projected FY 24/25 to FY 33/34 Total
Pump Stations/Tanks/Wells														
21-07	Carter Hill Tank Improvement Project	\$ 19,900,000	\$ 300,000	\$ 4,000,000	\$ 5,400,000					\$ 500,000	\$ 5,000,000	\$ 5,000,000		\$ 19,900,000
08-14	Alves Tank Rehabilitation/Replacement	\$ 3,000,000						\$ 1,000,000	\$ 2,000,000					\$ 3,000,000
19-01	EG#1 Tank Improvement Project/New Pump Station	\$ 1,000,000	\$ 150,000			\$ 1,000,000								\$ 1,000,000
14-33	Miramar Tank Rehabilitation	\$ 200,000					\$ 200,000							\$ 200,000
08-16	Cahill Tank Rehabilitation	\$ 200,000			\$ 200,000									\$ 200,000
20-16	Denniston Tank Rehabilitation	\$ 200,000			\$ 200,000									\$ 200,000
09-18	Upper Pilarcitos Well Field Replacements	\$ 500,000				\$ 500,000								\$ 500,000
16-08	Denniston Well Field Replacements	\$ 950,000	\$ 50,000	\$ 450,000						\$ 500,000				\$ 950,000
20-01	CSP Pump #1/2 Spare	\$ -	\$ 90,000											\$ -
21-03	CSP Pump #3 Replacement	\$ 250,000				\$ 250,000								\$ 250,000
23-11	CSP Screens - Intake Valves	\$ 300,000	\$ 25,000	\$ 50,000		\$ 250,000								\$ 300,000
19-05	Tanks - THM Control	\$ 50,000	\$ 50,000	\$ 50,000										\$ 50,000
		\$ -												\$ -
	Pump Stations/Tanks/Wells Totals	\$ 26,550,000	\$ 665,000	\$ 4,550,000	\$ 5,800,000	\$ 2,000,000	\$ 200,000	\$ 1,000,000	\$ 2,000,000	\$ 1,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ 26,550,000
Water Supply Development														
12-12	San Vicente/Denniston Water Supply Project	\$ 3,800,000	\$ 350,000	\$ 2,000,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 3,800,000
13-04	Denniston Reservoir Restoration	\$ 2,000,000									\$ 2,000,000			\$ 2,000,000
23-04	Lower Pilarcitos Well Development	\$ 2,850,000			\$ 100,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 2,000,000					\$ 2,850,000
17-12	Water Reuse Project Development	\$ -	\$ 200,000											\$ -
	Denniston Sluice Gates	\$ 300,000		\$ 50,000	\$ 250,000									\$ 300,000
	Water Supply Development Totals	\$ 8,950,000	\$ 550,000	\$ 2,050,000	\$ 550,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,200,000	\$ 200,000	\$ 2,200,000	\$ 200,000	\$ 200,000	\$ 8,950,000
Water Treatment Plants														
20-14	Nunes Water Treatment Plant Improvement Project	\$ -	\$ 1,700,000											\$ -
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	\$ 200,000		\$ 200,000										\$ 200,000
23-06	Existing Sedimentation Basin Rehabilitation	\$ 300,000		\$ 300,000										\$ 300,000
23-07	Denniston Contact Clarifier Hatch Replacements	\$ 75,000				\$ 75,000								\$ 75,000
NN-00	Denniston Water Treatment Plant Improvement Project	\$ 4,000,000								\$ 4,000,000				\$ 4,000,000
	Water Treatment Plants Totals	\$ 4,575,000	\$ 1,700,000	\$ 500,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ 4,575,000
	GRAND TOTAL	\$ 69,175,000	\$ 4,985,000	\$ 11,250,000	\$ 7,400,000	\$ 3,675,000	\$ 4,500,000	\$ 5,300,000	\$ 7,850,000	\$ 8,550,000	\$ 9,550,000	\$ 7,550,000	\$ 3,550,000	\$ 69,175,000

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Agenda: March 12, 2024

Report Date: March 6, 2024

Agenda Title: Nunes Water Treatment Plant Upgrades Project Update #31

Informational Item

The Nunes Water Treatment Plant Upgrade Project official contractual start date was August 16, 2021. This is monthly project update #31.

In the last month the following progress has been made:

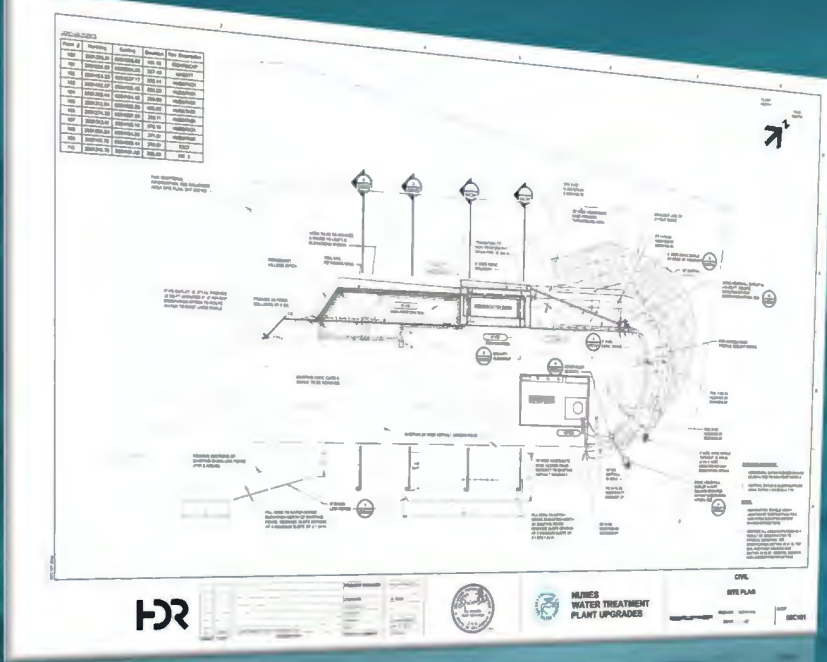
- Filter 2
 - 30-day commissioning period near complete

- Filter 1
 - Grout floor
 - Blast and prep
 - Crack repair
 - Coating

- Clearwell
 - Bypass tanks in place
 - Drained and bypassed
 - Work in clearwell begins

Estimated completion date has been pushed out to June 2024. Contractor may be done as early as May 2024.

Freyer and Laureta, Inc., the Construction Management firm on this project has put together a brief summary of progress to date. See Attachment A.



Coastside County Water District Nunes Water Treatment Plant Upgrades March 12, 2024 Board Meeting

Contract Data as of Board Meeting Date

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	720	Base Contract	\$8,339,915.00
<i>Approved Change Order Days Added</i>	321	Approved Change Order Added	\$99,263.80
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	1.2%
Total Contract Duration	1,041	Total Contract Approved	\$8,439,178.80
Elapsed (Start Date 8/16/2021)	939	Billed to Date ¹	\$8,145,553.80
Remaining Days	102	Remaining Value	\$293,625.00

¹Billed to date value is the contract work complete including the 5% retention that will be paid to Contractor upon project completion.

Construction Progress Update #31

Progress since Previous Board Meeting:

- Layout and installation of anchors and supports for underdrain system and piping in Filter 1.
- Concrete crack repair inspection meeting in Filter 1.
- Concrete crack repair on walls in Filter 1.
- Pouring of grout floor in Filter 1.
- Mobilization of scaffolding and sandblasting concrete walls and floor in Filter 1.
- Set up a temporary bypass system for clear well.
- Installation and disinfection of inlet and outlet piping.
- Testing of the temporary bypass system
- Shut down and drain clear well.
- Installation of temporary backwash piping.
- Preparation work inside clear well.

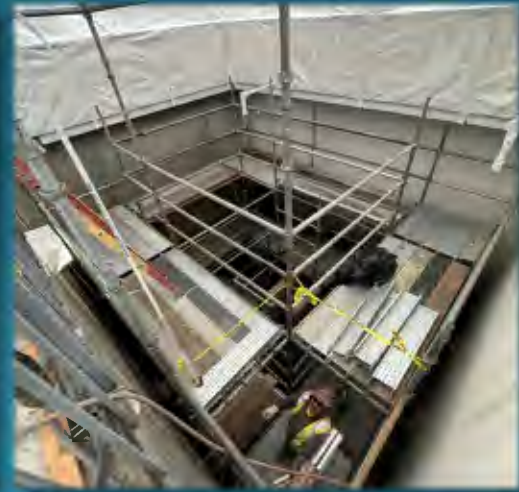
Construction Progress Update (continued)

Three-Week Look Ahead Schedule:

- Application of Enduraflex coating in Filter 1
- Demobilization of scaffolding in Filter 1
- Installation of air scour piping in Filter 1
- Installation of underdrain system in Filter 1
- Testing of the underdrain system in Filter 1
- Preparation work prior to placing filter media
- Commissioning of valves in Filter 1
- Preparation work prior to sandblasting in clear well
- Crack injections on the floor and lower walls in clear well
- Mobilization of scaffolding and sandblasting in clear well
- Concrete crack repair inspection in clear well
- Crack injections for walls in clear well
- Application of Enduraflex coating in clear well
- Demobilization of scaffolding in clear well

Overall Project Schedule:

- Expected project end date June 2024. Completion could be as early as May 2024



Construction Photos

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: March 12, 2024

Report Date: March 8, 2024

Agenda Title: General Manager's Report

Recommendation/Motion:

Information Only.

Water Supply Availability Update - March 1, 2024

On March 1 of each year, the SFPUC provides a water supply availability update for the current Water Year. (See the attached memo.) Given recent rainfall, snowpack and reservoir storage levels, SFPUC projects that they will be able to meet full customer demand this year. The final water supply availability memo will be issued in April after the last snow survey of the year.



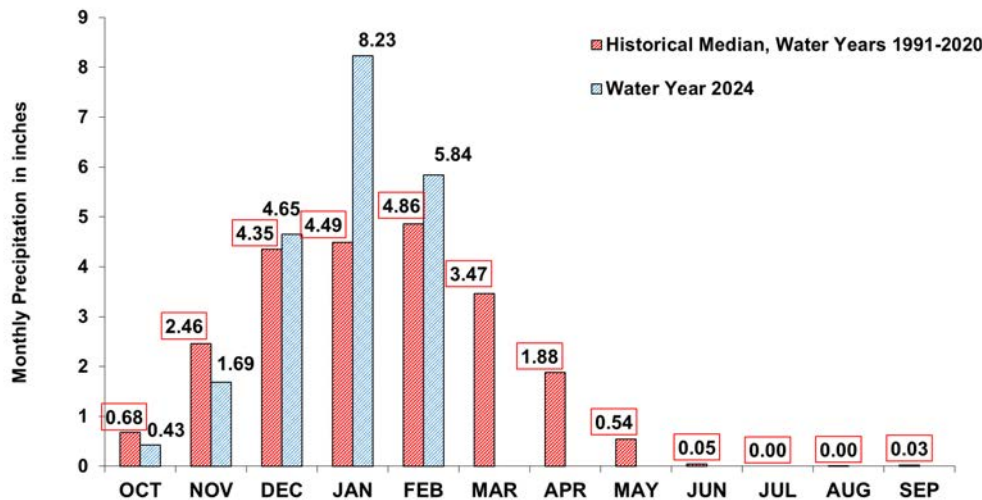
TO: SFPUC Wholesale Customers
 FROM: Steven R. Ritchie, Assistant General Manager, Water
 DATE: March 1, 2024
 RE: Water Supply Availability Update

This memo provides the water supply availability update for Water Year 2024 and the current hydrologic conditions.

While early on the Water Year appeared somewhat dry, precipitation conditions have improved throughout the month of February. As the charts below show, the Hetch Hetchy watershed and the local watersheds show just below median precipitation for November through December with January and February exceeding the median.

The local watersheds have received 91% of normal annual total rainfall of 22.80 inches. The Hetch Hetchy watershed has received 53% of normal annual rainfall of 36.68 inches. While we await the results of the second snow survey, our compiled data is showing an increase in the snowpack to be just below median for this time of year (82% of median condition to date).

Bay Area 7-station Precipitation Index as of February 25, 2024



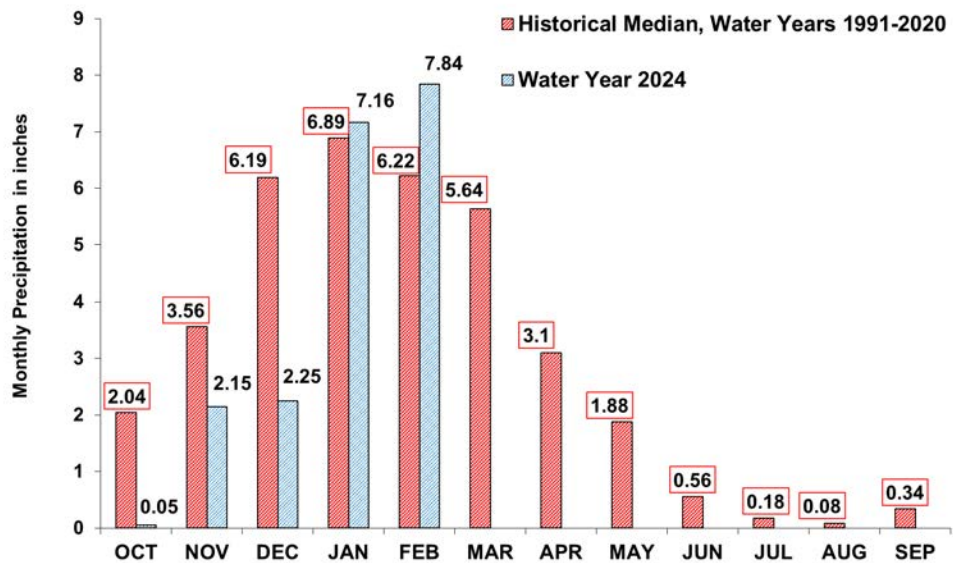
- London N. Breed**
Mayor
- Tim Paulson**
President
- Anthony Rivera**
Vice President
- Newsha K. Ajami**
Commissioner
- Sophie Maxwell**
Commissioner
- Kate H. Stacy**
Commissioner
- Dennis J. Herrera**
General Manager

Services of the San Francisco Public Utilities Commission

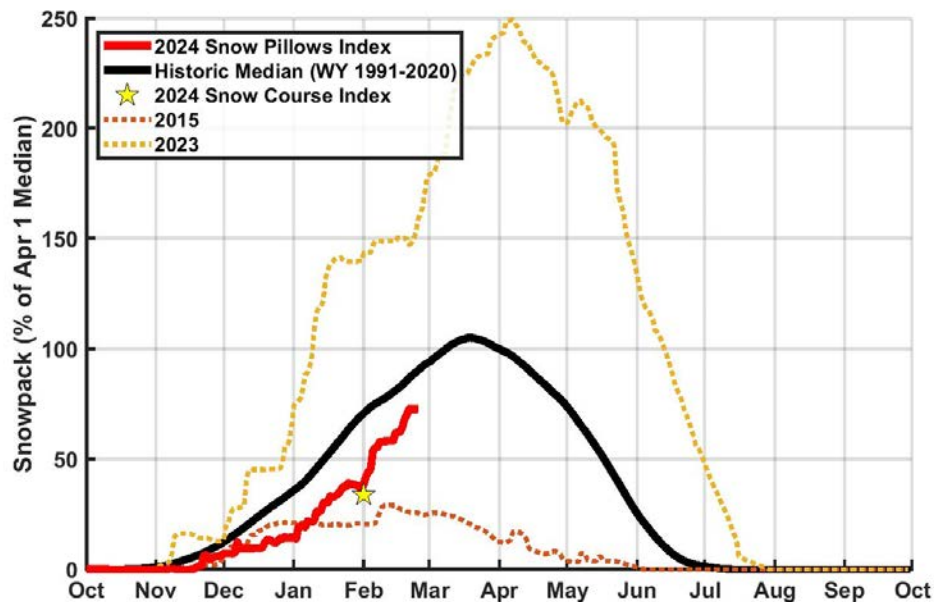
OUR MISSION: To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



Upcountry 6-station Precipitation Index as of February 25, 2024



Upcountry Snowpack as of February 25, 2024



Reservoir storages are above where they typically are this time of year.

Reservoir	Current Storage ^{1,2,3} (AF)	Maximum Storage ⁴ (AF)	Available Capacity (AF)	Percent of Maximum Storage	Normal Percent of Maximum Storage ⁵
<u>Tuolumne System</u>					
Hetch Hetchy	326,400	360,360	33,960	90.6%	66.2%
Cherry	247,700	273,345	25,645	90.6%	-
Eleanor	23,640	27,100	3,460	87.2%	-
Water Bank	570,000	570,000	0	100.0%	98.7%
Total Tuolumne Storage	1,167,740	1,230,805	63,065	94.9%	-
<u>Local System</u>					
Calaveras	92,656	96,670	4,014	95.8%	-
San Antonio	48,582	53,266	4,684	91.2%	-
Crystal Springs	44,280	68,953	24,673	64.2%	-
San Andreas	15,214	18,675	3,461	81.5%	-
Pilarcitos	2,554	3,125	571	81.7%	-
Total Local Storage	203,286	240,689	37,403	84.5%	-
Total System Storage	1,371,026	1,471,494	100,468	93.2%	80.5%
Total without water bank	801,026	901,494	100,468	88.9%	-

Rainfall, snowpack, and reservoir storages to date, including carryover storage from an extremely wet Water Year 2023, continue to indicate a reasonable probability that the SFPUC will be able to meet full customer demand this year. The SFPUC will continue to monitor water supply conditions and State actions. The final water supply availability memo will be issued in early April following the last snow survey of the year.

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: March 12, 2024
Report Date: March 8, 2024

Monthly Highlights

- Pilarcitos Wells pumped an average of 300 gpm in February
- Senior Distribution Operator Dustin Jahn's passed his T3 exam!

February Sources: Pilarcitos Lake and Wells

Projects

- Nunes Water Treatment Plant Improvement Project – Ongoing
 - Commissioning of Filter 2 complete.
 - Rehab work on Filter 1 nearly complete
 - Clearwell bypass in place, clear well is empty for rehabilitation
- EKI Environment and Water, Inc.
 - Medio and Magellan project – Scheduled to start mid-month
 - Myrtle Street/2nd Ave. Valve Replacement Project – Started last month. Scheduled to be complete by end of March
 - Hwy 92 Emergency repair scoping/design/planning/easements – 100% comments in. ESA continues to work on CEQA and Permitting.
- HDR, Inc.
 - Half Moon Bay Tank replacement project
 - Plans for replacement of HMB tanks 1&2 at 100% design, comments in working on final bid set
 - CDP exemption granted by City Planning
- Stetson Engineers Inc.
 - 90% San Vicente Pipeline Design - staff comments in, met with design engineer and staff to discuss what is needed for final bid set.