

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, March 14, 2023 - 7:00 p.m.**

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/u/kbyQAbTp4H>

*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](http://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 28, 2023:  
Claims: \$ 655,899.16; Payroll: \$ 196,600.69 for a total of \$ 852,499.85 ([attachment](#))  
*February 2023 Monthly Financial Claims reviewed and approved by Director Feldman*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of February 14, 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 February 2023 ([attachment](#))
- G. Leak/Flushing Report - February 2023 ([attachment](#))

- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report – January 2023 ([attachment](#))
- J. Approval for Director Feldman to attend Association of California Water Agencies (ACWA) Spring Conference in Monterey May 9-11, 2023 ([attachment](#))
- K. Approval for President Muller to attend Association of California Water Agencies (ACWA) Spring Conference in Monterey May 9-11, 2023 ([attachment](#))
- L. Approval for Director Reynolds to attend Association of California Water Agencies (ACWA) Spring Conference in Monterey May 9-11, 2023 ([attachment](#))

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

**6) GENERAL BUSINESS**

- A. Approval of Professional Services Agreement with EKI Environment & Water, Inc. for Design, Bid Support and Construction Support Services for the Medio Creek Pipeline Crossing Rehabilitation, the Magellan Avenue Pipeline Rehabilitation and the Miramar Dead Ends Pipeline Improvement Project ([attachment](#))
- B. Approval of Professional Services Agreement with EKI Environment & Water, Inc. for 1) Engineering Services for Highway 92 Potable Water Pipeline Emergency Restoration Project; and 2) Environmental Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project. ([attachment](#))
- C. Approval of Professional Services Agreement with Cecil & Cecil Enterprises, Inc. for Construction Inspection Services for the Poplar Street Water Main Replacement Project ([attachment](#))
- D. Nunes Water Treatment Plant Upgrades Project Update #19 ([attachment](#))
- E. Consider Resolution 2023-03 Concurring in Nomination of John H. Weed of the Alameda County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”) ([attachment](#))
- F. Consider Resolution 2023-04 Designating Applicant’s Agent Authorized to Execute and to File an Application with the California Governor’s Office of Emergency Services for the Purpose of Obtaining Federal Financial Assistance for an Existing or Future Grant Program ([attachment](#))
- G. Discussion on Future Board Meeting Format ([attachment](#))

**7) MONTHLY INFORMATIONAL REPORTS**

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

**8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

**9) ADJOURNMENT**

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

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
02/10/2023	31812	A-A LOCK	\$	1,896.14
02/10/2023	31813	AMAZON CAPITAL SERVICES, INC.	\$	667.45
02/10/2023	31814	AMERICAN WATER WORKS ASSOC.	\$	300.00
02/10/2023	31815	AMERICAN WATER WORKS	\$	100.00
02/10/2023	31816	AMERIGAS PROPANE, LP	\$	1,567.73
02/10/2023	31817	HEALTH BENEFITS ACWA-JPIA	\$	40,935.65
02/10/2023	31818	AZTECA SYSTEMS HOLDINGS LLC	\$	27,600.00
02/10/2023	31819	BADGER METER, INC.	\$	66.00
02/10/2023	31820	BALANCE HYDROLOGICS, INC	\$	13,746.72
02/10/2023	31821	BARTKIEWICZ, KRONICK & SHANAHAN	\$	165.00
02/10/2023	31822	BAY AREA WATER SUPPLY &	\$	2,430.00
02/10/2023	31823	BAY ALARM COMPANY	\$	135.00
02/10/2023	31824	BIG CREEK LUMBER	\$	221.34
02/10/2023	31825	CALCON SYSTEMS, INC.	\$	328.13
02/10/2023	31826	C.J. BROWN & COMPANY, CPAS	\$	3,750.00
02/10/2023	31827	COMCAST	\$	286.42
02/10/2023	31828	CORE & MAIN LP	\$	5,700.57
02/10/2023	31829	JAMES COZZOLINO, TRUSTEE	\$	275.00
02/10/2023	31830	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	968.87
02/10/2023	31831	MICHAEL DE MEO	\$	2,084.12
02/10/2023	31832	FIRST FOUNDATION PUBLIC FINANCE	\$	74,993.31
02/10/2023	31833	GRAINGER, INC.	\$	268.86
02/10/2023	31834	EMPOWER RETIREMENT, LLC	\$	300.00
02/10/2023	31835	EMPOWER RETIREMENT, LLC	\$	2,369.19
02/10/2023	31836	HACH CO., INC.	\$	15,850.00
02/10/2023	31837	HMB BLDG. & GARDEN INC.	\$	179.84
02/10/2023	31838	HASSETT HARDWARE	\$	1,337.77
02/10/2023	31839	HUE & CRY, INC.	\$	12.00
02/10/2023	31840	IRON MOUNTAIN	\$	740.77
02/10/2023	31841	IRVINE CONSULTING SERVICES, INC.	\$	5,224.26
02/10/2023	31842	DUSTIN JAHNS	\$	105.77
02/10/2023	31843	MISSION UNIFORM SERVICES INC.	\$	124.85
02/10/2023	31844	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	504.27
02/10/2023	31845	MTA PARTS, INC.	\$	134.51
02/10/2023	31846	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL	\$	127.00
02/10/2023	31847	OFFICE DEPOT	\$	497.65
02/10/2023	31848	ACI PAYMENTS, INC.	\$	150.00
02/10/2023	31849	PACIFIC GAS & ELECTRIC CO.	\$	53,425.51
02/10/2023	31850	PACIFIC GAS & ELECTRIC CO.	\$	71.40
02/10/2023	31851	PACIFICA COMMUNITY TV	\$	300.00
02/10/2023	31852	PAULO'S AUTO CARE	\$	227.66
02/10/2023	31853	FERGUSON ENTERPRISES, INC.	\$	255.61

02/10/2023	31854	REPUBLIC SERVICES	\$	590.06
02/10/2023	31855	ROGUE WEB WORKS, LLC	\$	767.70
02/10/2023	31856	SAN MATEO CTY PUBLIC HEALTH LAB	\$	1,166.00
02/10/2023	31857	STATE WATER RESOURCES CONTROL BD	\$	155.00
02/10/2023	31858	STATE WATER RESOURCES CONTROL BD	\$	105.00
02/10/2023	31859	STRAWFLOWER ELECTRONICS	\$	152.82
02/10/2023	31860	TPX COMMUNICATIONS	\$	1,889.10
02/10/2023	31861	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	447.95
02/10/2023	31862	UNITED RENTALS (NORTH AMERICA), INC.	\$	1,339.59
02/10/2023	31863	UPS STORE	\$	102.37
02/10/2023	31864	USA BLUE BOOK	\$	12.55
02/10/2023	31865	VALIC	\$	4,046.48
02/10/2023	31866	VERIZON CONNECT INC.	\$	258.30
02/10/2023	31867	US BANK NA	\$	564.60
02/10/2023	31868	JUAN CARLOS SALAZAR	\$	2,520.00
02/10/2023	31869	YOUNG'S AUTO SUPPLY CENTER LLC	\$	13.61
02/17/2023	31870	AMAZON CAPITAL SERVICES, INC.	\$	345.43
02/17/2023	31871	ANDREINI BROS. INC.	\$	90,168.44
02/17/2023	31872	AT&T MOBILITY	\$	86.48
02/17/2023	31873	AT&T	\$	513.08
02/17/2023	31874	BRUSH HOG TREE CARE, INC.	\$	7,835.00
02/17/2023	31875	CALCON SYSTEMS, INC.	\$	2,060.63
02/17/2023	31876	CORE & MAIN LP	\$	13,416.77
02/17/2023	31877	COASTWEST FIRE PROTECTION	\$	1,853.00
02/17/2023	31878	ERS INDUSTRIAL SERVICES INC.	\$	5,940.00
02/17/2023	31879	FREYER & LAURETA, INC.	\$	16,506.88
02/17/2023	31880	GRAINGER, INC.	\$	34.32
02/17/2023	31881	EMPOWER RETIREMENT, LLC	\$	2,542.19
02/17/2023	31882	HACH CO., INC.	\$	498.95
02/17/2023	31883	HANSONBRIDGETT. LLP	\$	9,033.00
02/17/2023	31884	HDR ENGINEERING, INC	\$	2,469.88
02/17/2023	31885	MISSION UNIFORM SERVICES INC.	\$	64.52
02/17/2023	31886	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	230.00
02/17/2023	31887	OFFICE DEPOT	\$	232.35
02/17/2023	31888	PAULO'S AUTO CARE	\$	1,132.09
02/17/2023	31889	THE PITNEY BOWES BANK INC	\$	800.00
02/17/2023	31890	PSI WATER TECHNOLOGIES, INC	\$	34,655.03
02/17/2023	31891	SAN FRANCISCO WATER DEPT.	\$	45,359.24
02/17/2023	31892	SILVER LINING SOLUTIONS, LLC	\$	1,085.00
02/17/2023	31893	TEAMSTERS LOCAL UNION #856	\$	1,549.00
02/17/2023	31894	TRI COUNTIES BANK	\$	3,811.68
02/17/2023	31895	UNITED RENTALS (NORTH AMERICA), INC.	\$	16,309.12
02/17/2023	31896	USA BLUE BOOK	\$	248.40
02/17/2023	31897	VALIC	\$	4,046.48
02/24/2023	31898	ELISA ROIZ	\$	49.11
02/24/2023	31899	AMAZON CAPITAL SERVICES, INC.	\$	220.71
02/24/2023	31900	ANDREINI BROS. INC.	\$	9,270.00





# Monthly Budget Report Account Summary

For Fiscal: 2022-2023 Period Ending: 02/28/2023

	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	996,900.00	749,911.79	-246,988.21	-24.78 %	8,589,400.00	7,617,371.29	-972,028.71	-11.32 %	13,102,800.00
	<b>Total RevType: 1 - Operating:</b>	<b>996,900.00</b>	<b>749,911.79</b>	<b>-246,988.21</b>	<b>-24.78 %</b>	<b>8,589,400.00</b>	<b>7,617,371.29</b>	<b>-972,028.71</b>	<b>-11.32 %</b>	<b>13,102,800.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,000.00	3,159.80	-840.20	-21.01 %	32,000.00	44,548.99	12,548.99	39.22 %	48,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	4,200.00	6,288.62	2,088.62	49.73 %	33,200.00	61,670.41	28,470.41	85.75 %	50,000.00
<a href="#">1-4230-00</a>	Service Connections	0.00	1,596.63	1,596.63	0.00 %	7,000.00	10,450.09	3,450.09	49.29 %	10,000.00
<a href="#">1-4920-00</a>	Interest Earned	2,700.00	17,001.94	14,301.94	529.70 %	21,200.00	123,236.51	102,036.51	481.30 %	32,000.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	80,000.00	81,427.11	1,427.11	1.78 %	560,000.00	655,966.31	95,966.31	17.14 %	950,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	1,000.00	181.86	-818.14	-81.81 %	6,000.00	3,228.19	-2,771.81	-46.20 %	10,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	16,000.00	16,444.56	444.56	2.78 %	128,000.00	131,177.92	3,177.92	2.48 %	192,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	500,000.00	621,167.13	121,167.13	24.23 %	500,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>107,900.00</b>	<b>126,100.52</b>	<b>18,200.52</b>	<b>16.87 %</b>	<b>1,287,400.00</b>	<b>1,651,445.55</b>	<b>364,045.55</b>	<b>28.28 %</b>	<b>1,792,000.00</b>
	<b>Total Revenue:</b>	<b>1,104,800.00</b>	<b>876,012.31</b>	<b>-228,787.69</b>	<b>-20.71 %</b>	<b>9,876,800.00</b>	<b>9,268,816.84</b>	<b>-607,983.16</b>	<b>-6.16 %</b>	<b>14,894,800.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	54,188.00	47,424.24	6,763.76	12.48 %	1,843,621.00	1,439,022.80	404,598.20	21.95 %	2,467,503.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	4,000.00	4,117.00	-117.00	-2.93 %	32,000.00	35,459.20	-3,459.20	-10.81 %	48,000.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	10,000.00	5,727.00	4,273.00	42.73 %	257,000.00	100,505.95	156,494.05	60.89 %	366,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	2,000.00	2,072.00	-72.00	-3.60 %	16,600.00	16,164.75	435.25	2.62 %	25,000.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	12,000.00	8,085.40	3,914.60	32.62 %	47,800.00	37,031.68	10,768.32	22.53 %	64,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	10,000.00	1,411.00	8,589.00	85.89 %	35,000.00	45,561.35	-10,561.35	-30.18 %	77,000.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	1,000.00	1,363.42	-363.42	-36.34 %	8,000.00	9,394.22	-1,394.22	-17.43 %	12,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	3,000.00	4,054.97	-1,054.97	-35.17 %	23,000.00	12,654.94	10,345.06	44.98 %	35,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	8,000.00	10,084.08	-2,084.08	-26.05 %	64,000.00	75,166.01	-11,166.01	-17.45 %	97,000.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	10,000.00	27,860.56	-17,860.56	-178.61 %	79,000.00	66,220.87	12,779.13	16.18 %	119,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	7,000.00	994.04	6,005.96	85.80 %	37,000.00	36,796.50	203.50	0.55 %	64,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	7,000.00	15,726.94	-8,726.94	-124.67 %	84,000.00	127,949.04	-43,949.04	-52.32 %	140,000.00
<a href="#">1-5250-00</a>	Laboratory Expenses	6,000.00	3,157.89	2,842.11	47.37 %	51,000.00	36,812.32	14,187.68	27.82 %	77,000.00
<a href="#">1-5260-00</a>	Maintenance - General	32,000.00	57,529.87	-25,529.87	-79.78 %	252,000.00	352,363.63	-100,363.63	-39.83 %	380,000.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	6,000.00	0.00	6,000.00	100.00 %	48,000.00	0.00	48,000.00	100.00 %	50,000.00
<a href="#">1-5263-00</a>	Uniforms	0.00	-3,405.11	3,405.11	0.00 %	10,000.00	11,122.92	-1,122.92	-11.23 %	12,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	10,000.00	8,265.00	1,735.00	17.35 %	102,000.00	102,366.82	-366.82	-0.36 %	157,000.00
<a href="#">1-5321-00</a>	Water Resources	2,200.00	-1,838.43	4,038.43	183.57 %	17,900.00	3,581.13	14,318.87	79.99 %	26,700.00

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<a href="#">1-5322-00</a>	Community Outreach	3,000.00	0.00	3,000.00	100.00 %	43,000.00	19,731.70	23,268.30	54.11 %	68,000.00
<a href="#">1-5325-00</a>	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
<a href="#">1-5381-00</a>	Legal	9,000.00	3,424.00	5,576.00	61.96 %	73,000.00	59,409.38	13,590.62	18.62 %	110,000.00
<a href="#">1-5382-00</a>	Engineering	6,300.00	13,177.36	-6,877.36	-109.16 %	50,400.00	65,234.26	-14,834.26	-29.43 %	76,000.00
<a href="#">1-5383-00</a>	Financial Services	0.00	0.00	0.00	0.00 %	21,000.00	17,460.00	3,540.00	16.86 %	23,000.00
<a href="#">1-5384-00</a>	Computer Services	26,000.00	22,220.23	3,779.77	14.54 %	203,000.00	172,743.70	30,256.30	14.90 %	309,025.00
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	97,893.00	81,022.21	16,870.79	17.23 %	836,988.00	703,988.82	132,999.18	15.89 %	1,267,717.00
<a href="#">1-5411-00</a>	Salaries & Wages - Field	136,255.00	119,577.19	16,677.81	12.24 %	1,164,982.00	1,149,913.33	15,068.67	1.29 %	1,764,505.00
<a href="#">1-5420-00</a>	Payroll Tax Expense	17,323.00	15,445.07	1,877.93	10.84 %	148,116.00	126,299.58	21,816.42	14.73 %	224,338.00
<a href="#">1-5435-00</a>	Employee Medical Insurance	43,000.00	37,369.15	5,630.85	13.10 %	332,000.00	311,855.63	20,144.37	6.07 %	505,000.00
<a href="#">1-5436-00</a>	Retiree Medical Insurance	4,500.00	3,522.29	977.71	21.73 %	34,000.00	31,528.66	2,471.34	7.27 %	52,000.00
<a href="#">1-5440-00</a>	Employees Retirement Plan	46,371.00	47,849.41	-1,478.41	-3.19 %	396,473.00	382,978.33	13,494.67	3.40 %	600,506.00
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	36,000.00
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,500.00	3,500.82	2,999.18	46.14 %	52,000.00	58,923.82	-6,923.82	-13.32 %	80,000.00
<a href="#">1-5620-00</a>	Office & Billing Expenses	32,000.00	29,497.25	2,502.75	7.82 %	255,000.00	248,600.30	6,399.70	2.51 %	412,500.00
<a href="#">1-5620-31</a>	Office - Payroll Services	0.00	-18.00	18.00	0.00 %	0.00	-18.00	18.00	0.00 %	0.00
<a href="#">1-5620-32</a>	Office - Equipment Leases	0.00	0.03	-0.03	0.00 %	0.00	0.03	-0.03	0.00 %	0.00
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	2,000.00	1,562.30	437.70	21.89 %	25,000.00	31,405.98	-6,405.98	-25.62 %	41,000.00
<a href="#">1-5630-00</a>	Insurance	14,000.00	13,747.66	252.34	1.80 %	103,000.00	101,244.96	1,755.04	1.70 %	161,000.00
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	8,000.00	904.25	7,095.75	88.70 %	65,000.00	72,653.70	-7,653.70	-11.77 %	99,975.00
<a href="#">1-5688-00</a>	Election Expenses	0.00	0.00	0.00	0.00 %	20,000.00	0.00	20,000.00	100.00 %	20,000.00
<a href="#">1-5689-00</a>	Labor Relations	1,000.00	0.00	1,000.00	100.00 %	2,000.00	0.00	2,000.00	100.00 %	6,000.00
<a href="#">1-5700-00</a>	San Mateo County Fees	7,400.00	842.17	6,557.83	88.62 %	22,400.00	14,307.70	8,092.30	36.13 %	31,400.00
<a href="#">1-5705-00</a>	State Fees	1,000.00	589.00	411.00	41.10 %	38,000.00	41,324.71	-3,324.71	-8.75 %	42,000.00
	<b>Total ExpType: 1 - Operating:</b>	<b>645,930.00</b>	<b>586,862.26</b>	<b>59,067.74</b>	<b>9.14 %</b>	<b>6,923,280.00</b>	<b>6,121,589.72</b>	<b>801,690.28</b>	<b>11.58 %</b>	<b>10,197,169.00</b>
	<b>ExpType: 4 - Capital Related</b>									
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	335,508.00	335,507.92	0.08	0.00 %	335,508.00
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	322,417.00	322,417.29	-0.29	0.00 %	322,417.00
<a href="#">1-5717-00</a>	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
<a href="#">1-5718-00</a>	First Foundation Bank - 2022	74,993.00	74,993.31	-0.31	0.00 %	495,510.00	495,510.38	-0.38	0.00 %	495,510.00
	<b>Total ExpType: 4 - Capital Related:</b>	<b>74,993.00</b>	<b>74,993.31</b>	<b>-0.31</b>	<b>0.00 %</b>	<b>1,535,563.00</b>	<b>1,535,563.12</b>	<b>-0.12</b>	<b>0.00 %</b>	<b>1,589,462.00</b>
	<b>Total Expense:</b>	<b>720,923.00</b>	<b>661,855.57</b>	<b>59,067.43</b>	<b>8.19 %</b>	<b>8,458,843.00</b>	<b>7,657,152.84</b>	<b>801,690.16</b>	<b>9.48 %</b>	<b>11,786,631.00</b>
	<b>Report Total:</b>	<b>383,877.00</b>	<b>214,156.74</b>	<b>-169,720.26</b>		<b>1,417,957.00</b>	<b>1,611,664.00</b>	<b>193,707.00</b>		<b>3,108,169.00</b>



**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
February 28, 2023**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 02/28/2023</b>	<b>Prior Year as of 2/28/2022</b>
CAPITAL AND OPERATING RESERVE	\$14,427,851.51	\$10,865,818.46
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$14,677,851.51</b>	<b>\$11,115,818.46</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$4,228,691.76	\$5,770,803.61
CSP T & S ACCOUNT	\$40,080.19	\$48,113.71
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,806.56	\$19,450.49
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$10,388,473.00	\$5,276,650.65
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$14,677,851.51</b>	<b>\$11,115,818.46</b>

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

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

2/28/2023

\* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
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**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	Completed	\$ 1,650,000	\$ 1,674,777	\$ 1,700,000	\$ (50,000)	100%	
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave/Strawflower	Completed	\$ 400,000	\$ 370,286	\$ 370,286	\$ 29,714	100%	Completed September 2022
14-01	Highway 92 - Replacement of Welded Steel Line	In design	\$ 700,000	\$ 14,941	\$ 150,000	\$ 550,000	0%	Board agenda item for March 2023 to approve design of Emergency Restoration Project

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	In design	\$ 200,000	\$ 50,371	\$ 100,000	\$ 100,000	0%	At 100% design
09-18	Denniston Well Field Replacements	TBD	\$ 500,000		\$ 30,000	\$ 470,000	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	\$ 115,896	\$ 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	\$ 1,219,718	\$ 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	\$ 350	\$ 200,000	\$ -	0%	
23-09	Denniston Contact Clarifier Hatch Replacements	TBD	\$ 75,000	\$ 14,257	\$ 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		\$ 143,518	\$ 220,000	\$ (220,000)	65%	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%	

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

2/28/2023

\* Approved June 2022

	Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
23-02 Poplar Street Pipeline Replacement	in process		\$ 39,586	\$ 400,000	\$ (400,000)		Bid awarded to Andreini 12.2022; construction in Spring 2023 before City project on Poplar begins

<b>NEW FY2022/2023 CIP TOTAL</b>	<b>\$ 8,205,000</b>	<b>\$ 3,775,809</b>	<b>\$ 6,039,762</b>	<b>\$ 2,165,238</b>
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FY2021/2022 CIP Carryover Projects

22-01	Miramontes Point Road Water Main Replacement	in design	\$ -	\$ 35,877	\$ 40,000	\$ (40,000)	n/a	
22-05	ACCELA Planning Software	in process	\$ -	\$ 16,624	\$ 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	Board agenda item for March 2023 to approve design
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

<b>FY2021/2022 CARRYOVER PROJECTS</b>	<b>\$ -</b>	<b>\$ 201,250</b>	<b>\$ 596,202</b>	<b>\$ (596,202)</b>
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Green = approved by the Board/in process

<b>TOTAL - FY 2022/2023 CIP + PRIOR YEAR CARRYOVER</b>	<b>\$ 8,205,000</b>	<b>\$ 3,977,059</b>	<b>\$ 6,635,965</b>	<b>\$ 1,569,035</b>
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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-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
Jan-23	3,486			963	2,646				1,938			9,033
<b>TOTAL</b>	<b>101,648</b>	<b>14,141</b>	<b>3,555</b>	<b>4,284</b>	<b>11,730</b>	<b>9,954</b>	<b>237</b>	<b>869</b>	<b>3,799</b>	<b>0</b>	<b>0</b>	<b>150,217</b>

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

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies and Non - CIP Project</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Mar-22</b>	480		1,014	<b>1,494</b>	1,014
<b>Apr-22</b>	480		1,859	<b>2,339</b>	1,859
<b>May-22</b>	480		2,366	<b>2,846</b>	2,366
<b>Jun-22</b>	480		1,268	<b>1,748</b>	1,268
<b>Jul-22</b>	480		1,690	<b>2,170</b>	1,690
<b>Aug-22</b>	480		5,714	<b>6,194</b>	5,714
<b>Sep-22</b>	480			<b>480</b>	
<b>Oct-22</b>	480			<b>480</b>	
<b>Nov-22</b>	480			<b>480</b>	
<b>Dec-23</b>	480			<b>480</b>	
<b>Jan-23</b>	480			<b>480</b>	
<b>Feb-23</b>	480			<b>480</b>	
<b>TOTAL</b>	<b>5,760</b>	<b>0</b>	<b>13,911</b>	<b>19,671</b>	<b>13,911</b>

**Calcon T&M Projects Tracking**  
2/28/2023

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/22	Project Billings FY2022-2023
<b>FY 2021-2022 Open Projects:</b>							
	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
		<b>Open Projects - Subtotal</b>				\$38,666.00	\$29,143.88
<b>Other: Monthly Maintenance</b>							
	<b>Tanks</b>						
	<b>Crystal Springs Maintenance</b>						
	<b>Nunes Maintenance</b>					\$	10,532.96
	<b>Denniston Maintenance</b>					\$	16,281.51
	<b>Distribution System</b>					\$	28,816.40
	<b>Wells</b>						
	<b>Cellular Telemetry</b>					\$	2,296.91
						\$	57,927.78
						\$	87,071.66
							<b>FINAL TOTAL FY 2022/2023</b>

**EKI Environment & Water**  
**Engineering Services Billed FY 2020-2021 to FY 2021-2023**  
**Billed through 2/28/2023**

	Contract Date	Not to Exceed Budget	Status	FY2020-2021	FY2021-2022	FY2022-2023
<b>CIP Project Management</b>						
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	\$ 4,188.08
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	Open		\$ 5,453.76	\$ 52,126.30
Fiscal Year 2022-2023 - Emergency Engineering Services	1.2.2023	\$ 28,000.00	Open			\$ 9,001.20
<b>Sub Total - CIP Project Management Services</b>		<b>\$ 450,000.00</b>		<b>\$ 67,944.24</b>	<b>\$ 69,992.52</b>	<b>\$ 65,315.58</b>

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/Spindrift 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	Complete	\$ 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	Complete			\$ 95,369.75
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	\$ 28,025.40
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	Complete			\$ 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	\$ 46,900.62
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			\$ 21,641.24

Total - All Services

**\$ 281,028.85 \$ 297,499.69 \$ 305,483.98**

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, February 14, 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 7:00 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; and Lisa Sulzinger, Administrative Analyst.

- 2) **MOMENT OF SILENCE FOR VICTIMS OF THE HALF MOON BAY SHOOTING**
- 3) **PLEDGE OF ALLEGIANCE**
- 4) **PUBLIC COMMENT** - There were no public comments.
- 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.**

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.

**End of State of Emergency Expected February 28, 2023** - Mr. Miyaki summarized that after Governor ends the Covid state of emergency the Board will no longer be able to use AB 361, and 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 AB2449, which became effective January 1, 2023. Mr. Miyaki summarized the requirements for both teleconferencing options.

**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”:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Director Feldman</b>	<b>Aye</b>
<b>Director Reynolds</b>	<b>Aye</b>
<b>Vice-President Mickelsen</b>	<b>Aye</b>
<b>President Muller</b>	<b>Aye</b>

**6) CONSENT CALENDAR**

- 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  
*January 2023 Monthly Financial Claims reviewed and approved by Director Reynolds*
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of January 10, 2023, 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 2023
- G.** Leak/Flushing Report - January 2023

- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – December 2022
- J. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2021-2022
- K. Water Service Connection Transfer Report for January 2023
- 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.

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

**ON MOTION BY Director 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 Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

**7) MEETINGS ATTENDED / DIRECTOR COMMENTS**

- President Muller attended the ACWA Region 5 Midterm Board meeting in Seaside on January 27, 2023 and provided a summary.
- President Muller, Director Coverdell, and Ms. Rogren attended the Brews & Views –A Panel Discussion about Coastside Infrastructure with District 3 Supervisor Ray Muller, Puente Executive Director Rita Mancera, ALAS Founder Belinda Hernandez-Arriaga, Department of Emergency Management Coordinator David Cosgrave, Senator Josh Becker, and CalTrans Director Arnica MacCarthy on February 2, 2023. All provided a brief report.
- Director Mickelsen attended a BAWSCA Board of Directors’ meeting and gave a brief report.
- Director Reynolds shared that he recently passed the Backflow Certification test. He also met with staff, the District’s engineer, and a pipeline vendor regarding new slip lining technology for the Medio Creek Project.
- Director Reynolds and Director Mickelsen inspected the storm damage on Highway 92 caused by the December/January storms.

**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

Ms. Rogren summarized Resolution 2023-02, that authorizes the General Manager's actions in recognition of the Federal, State, and Local Declared State of Emergency due to the "Late December/Early January Winter Storm Event". District staff is pursuing FEMA grant and other funding opportunities for its restoration efforts due to the storm damage. This resolution will be attached when the District applies for grants and other funding.

**ON MOTION BY Director Feldman and seconded by Director Reynolds, the Board voted by roll call vote to 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.**

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

**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**

Mr. Derbin summarized the two proposed agreements with EKI Environment & Water, Inc. for geotechnical investigations for 1) the Highway 92 Potable Water Pipeline Emergency Restoration Project with a not-to-exceed budget of \$63,400; and 2) the Highway 92 Potable Water Pipeline Replacement Future Phases project for a not-to-exceed budget of \$54,200.

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

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

**C) Approval of Amendment to Professional Services Agreement with Analytical Environmental Services for Environmental Consulting Services for the Denniston/San Vicente Water Supply Project**

Ms. Rogren summarized the amendment and noted that the District has been using Analytical Environmental Services (now “Montrose Environmental Solutions, Inc.”) since 2010. Montrose prepared the Environmental Impact Report (EIR) for the Denniston/San Vicente Water Supply Project that was certified in 2015. The District continues to require the services of Montrose in preparing its permit applications and other regulatory reporting.

**ON MOTION BY Director Reynolds and seconded by Vice President Mickelsen, the Board voted by roll call vote to approve the Amendment to Professional Services Agreement with Analytical Environmental Services (Montrose Environmental Solutions, Inc) for environmental consulting services for the Denniston/San Vicente Water Supply Project for costs not to exceed \$54,500.**

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

**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”)**

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

**ON MOTION BY President Muller and seconded by Vice President Mickelsen, the Board voted by roll call vote to approve 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”)**

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 summarized that the BAWSCA refunding of revenue bonds has been completed. The District's monthly bond surcharge expense will be reduced from \$25,587 per month to \$18,772 per month or a savings of \$81,780 annually. The savings is already shown in the District's approved Fiscal Year 2022-2023 budget.

**B. Superintendent of Operations Report**

Mr. Derbin summarized the Operation Highlights for the month of January 2023.

**C. Water Resources Informational Report**

- Ms. Brennan reported that the Regional Water System (RWS) is expected to fill by April 1, 2023 and SFPUC is anticipating they will be able to meet full demand of the BAWSCA agencies.
- The U.S. Drought Monitor continues to show weekly improvement to drought conditions across state. San Mateo County is still in a moderate drought.

10) **DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

President Muller requested support of SB23 which addresses Continued Investment in California Infrastructure And Water Supply Flood Risk Reduction. ACWA has requested the support of its members for this bill. As staff, Ms. Rogren noted that she can provide a letter of support to ACWA's coalition.

11) **ADJOURNMENT - Board Meeting Adjourned at 8:15 p.m.**

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Mary Rogren, General Manager  
Secretary to the District

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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
<b>HMB Non-Priority</b>													
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													
<b>HMB Priority</b>													
0.5" capacity increase													
5/8" meter													
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
<b>County Non-Priority</b>													
0.5" capacity increase													
5/8" meter		3	1		2	1		1					8
3/4" meter													
1" meter													
<b>County Priority</b>													
5/8" meter							1	1					2
3/4" meter													
1" meter													
1.5" meter													
<b>Totals</b>	1	5	1		3	1	1	2					14

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	1					9
County Priority								1					1
<b>Total</b>	1	6.5	1		3.5	1	1	2					16

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2023**

0.23

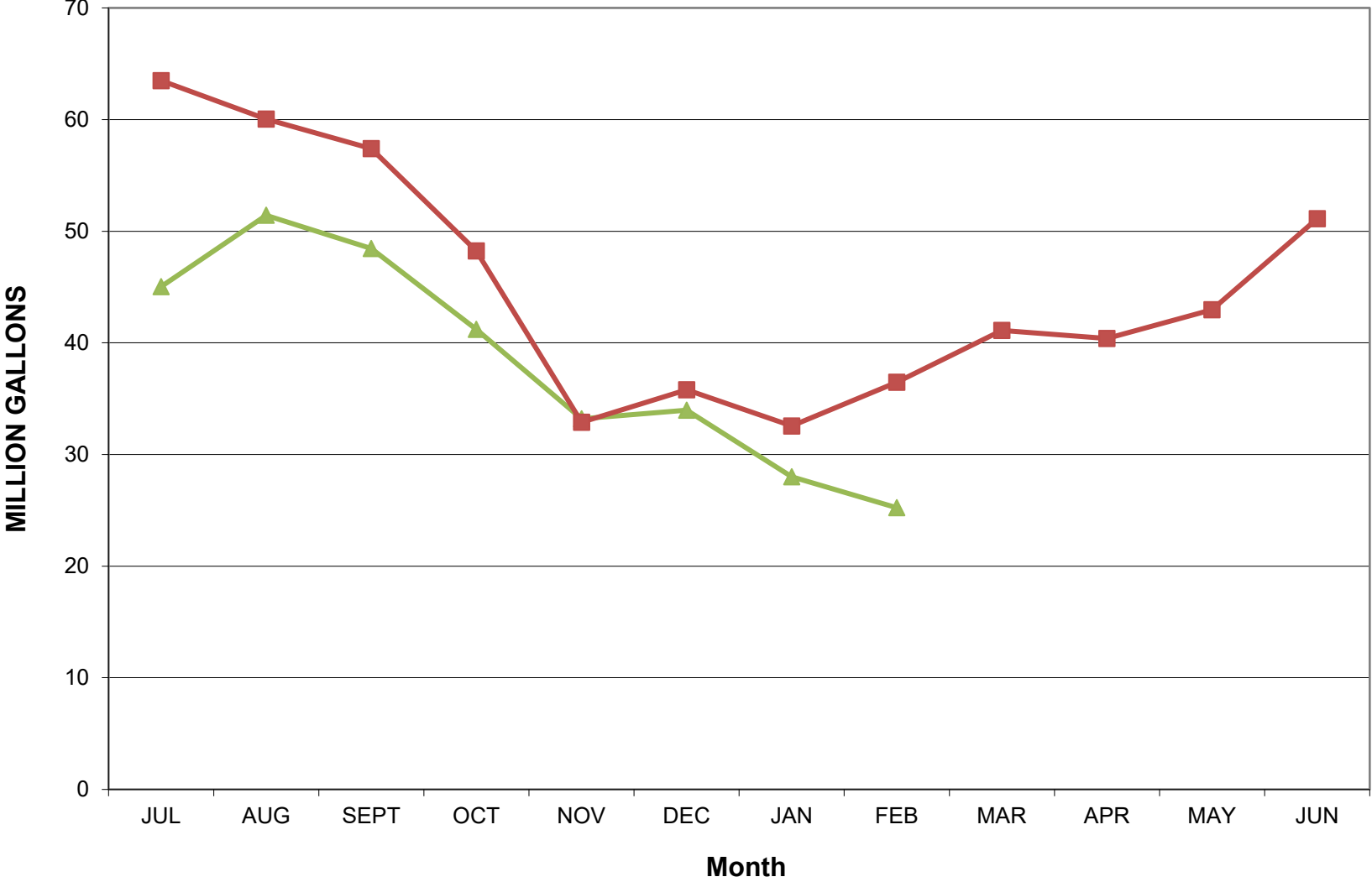
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.92	6.25	0.00	39.07	0.42	47.66	2.63	45.03
AUG	1.70	5.45	0.00	38.23	8.94	54.32	2.90	51.42
SEPT	1.65	5.86	0.00	15.86	27.69	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								
APR								
MAY								
JUN								
<b>TOTAL</b>	6.75	45.32	72.45	156.60	45.01	326.13	19.63	306.50
% MONTHLY TOTAL	0.0%	0.0%	90.5%	9.5%	0.0%	100.0%	6.0%	94.0%
% ANNUAL TO DATE TOTAL	2.1%	13.9%	22.2%	48.0%	13.8%	100.0%	6.0%	94.0%

CCWD vs SFPUC- month 90.5%  
 CCWD vs SFPUC- annual 38.2%

**12 Month Running Treated Total 473.57**  
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022**

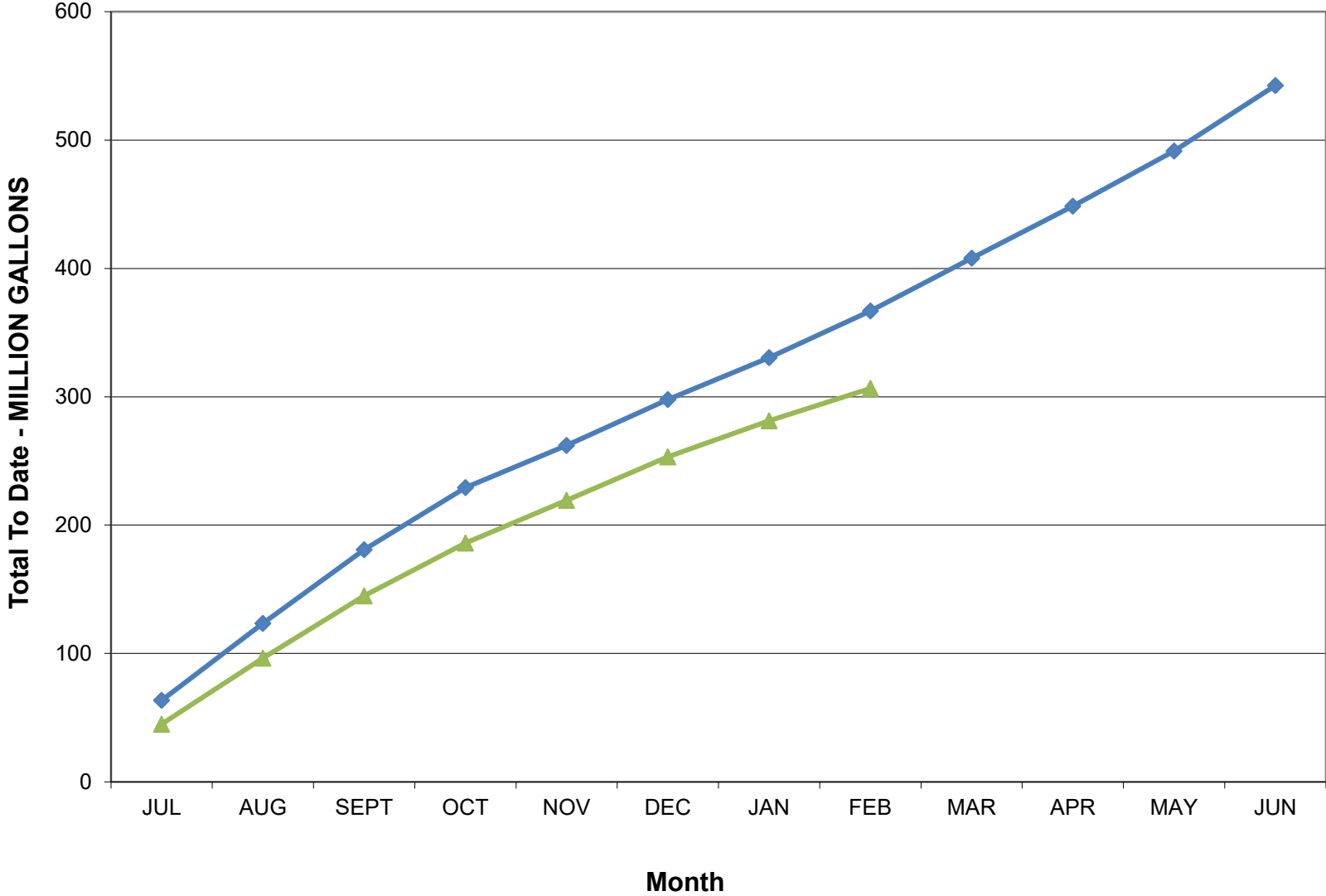
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	65.93	65.93	2.44	63.49
AUG	0.00	0.00	0.00	0.00	61.90	61.90	1.86	60.04
SEPT	0.00	0.00	0.00	0.00	59.74	59.74	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
<b>TOTAL</b>	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 Feb-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	2/1/2023	2/1/2023	246 Solano Ave	Service	1" Copper	0.005
2	2/23/2023	2/23/2023	400 Granelli Ave	Main	6" CI	0.018
3						
4						
5						
6						
7						
8						
<b>Totals</b>						<b>0.023</b>

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.011
Reservoir Cleaning	
Automatic Blowoffs	0.093
Dewatering Operations	
Other (includes flow	0.000
<b>DISCHARGES GRAND TOTAL (MG)</b>	
<b>0.104</b>	

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

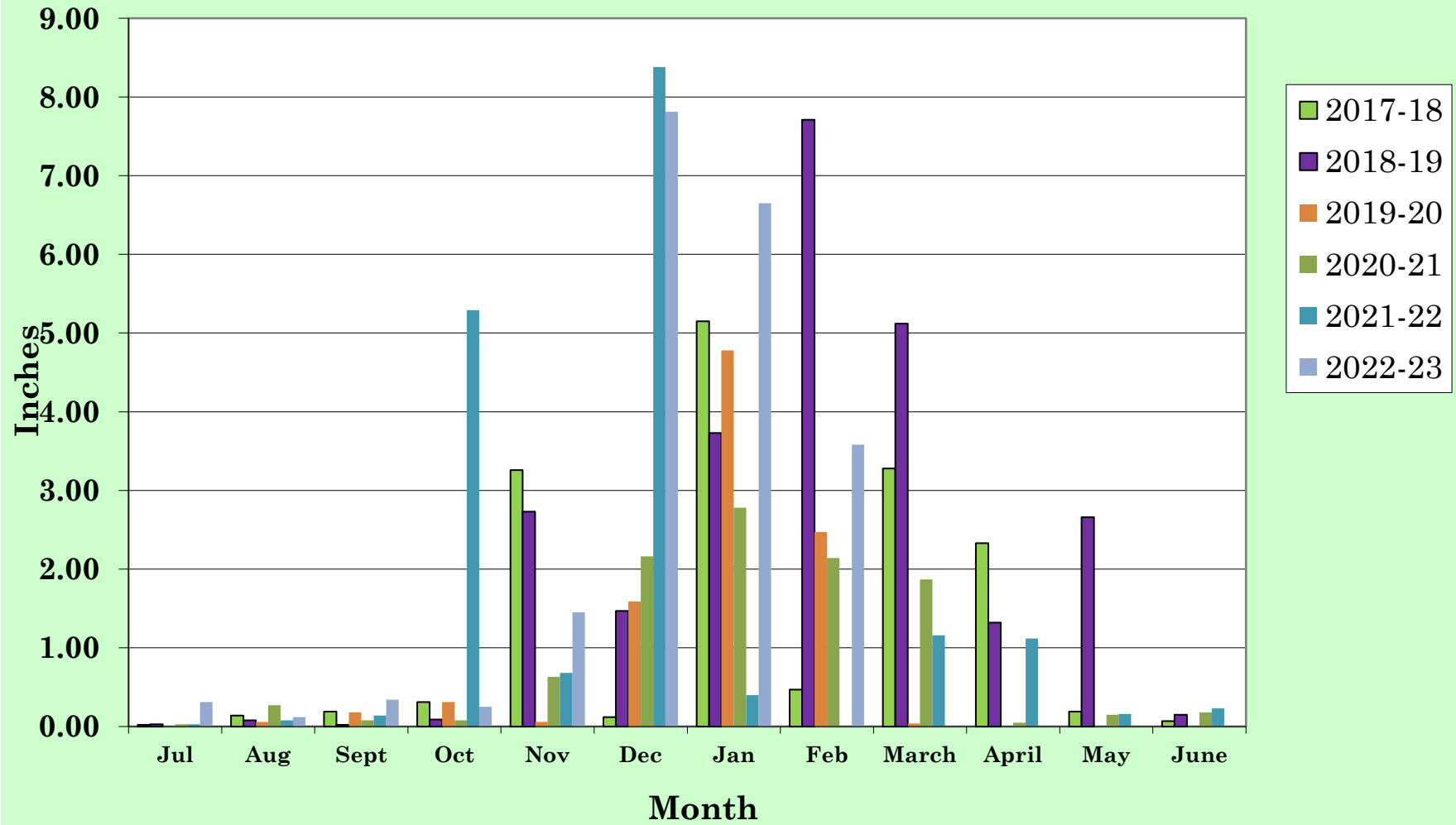
Nunes  
 Rainfall in Inches

	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	0				
2	0.05	0	0	0	0.02	0	0.53	0				
3	0.02	0	0	0	0	0.63	0.03	0.67				
4	0	0	0	0	0	0.24	0.48	0.47				
5	0.02	0	0	0	0.2	0.08	0.77	0.27				
6	0.04	0	0	0.01	0.06	0.1	0.41	0				
7	0.01	0	0	0.01	0.07	0	0.17	0				
8	0	0	0	0.01	0.72	0.03	0.26	0				
9	0	0	0	0.02	0.04	0	0.19	0				
10	0.01	0	0	0	0	0.77	0.24	0.02				
11	0	0	0	0.01	0	0.46	0.22	0.14				
12	0.01	0	0	0	0	0	0	0				
13	0	0	0	0	0	0	0.97	0				
14	0	0	0	0.01	0	0	1.02	0				
15	0	0	0	0	0	0	0.76	0				
16	0.01	0	0	0	0	0	0.41	0				
17	0	0.01	0	0	0	0	0	0				
18	0	0	0.12	0	0	0	0.06	0				
19	0	0.01	0	0	0	0	0	0				
20	0	0	0	0	0	0	0	0				
21	0	0	0.2	0	0	0	0	0				
22	0	0	0	0.16	0	0	0	0				
23	0	0.02	0	0	0	0	0	0.39				
24	0.01	0.02	0	0	0	0	0	0.35				
25	0.01	0.02	0	0	0	0	0	0				
26	0	0.01	0	0	0	0.24	0	0.35				
27	0.01	0.02	0	0	0	1.15	0	0.45				
28	0.02	0	0	0	0	0.03	0	0.47				
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	3.58				
Year Total	0.31	0.43	0.77	1.02	2.47	10.28	16.93	20.51				

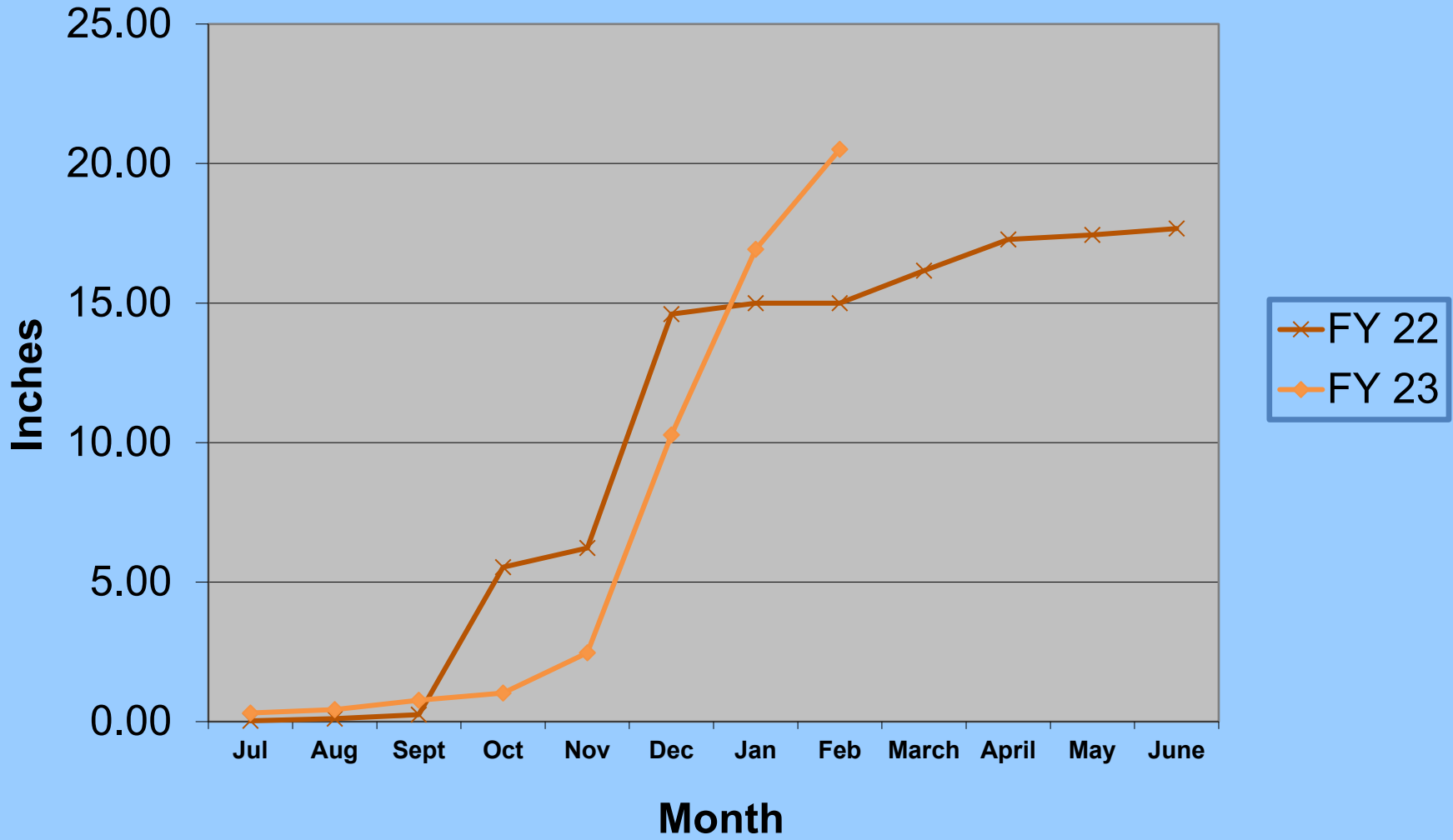
# Coastside County Water District

## Rainfall by Month

Fiscal Years 18 - 23

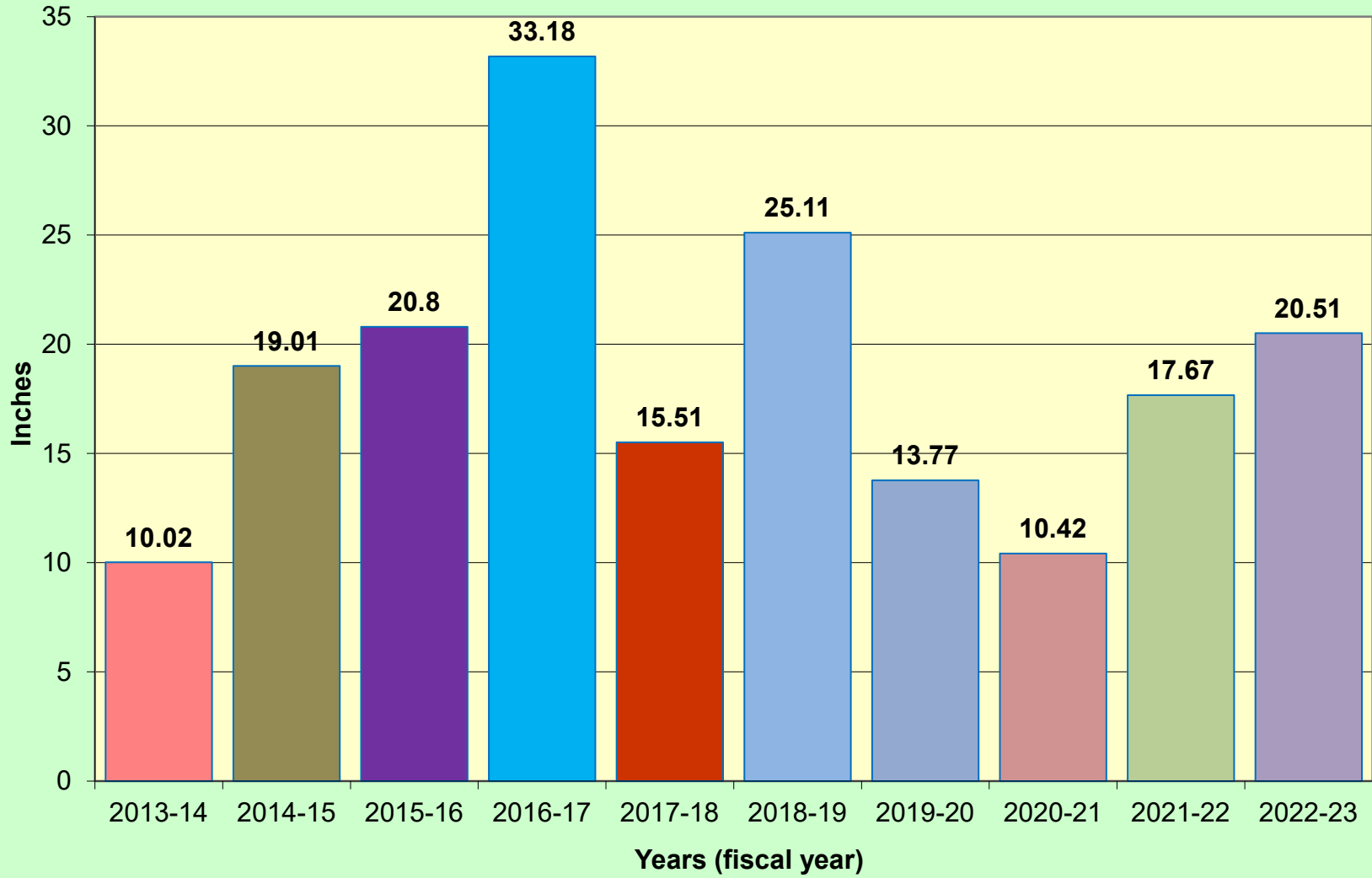


# Rainfall Total Comparison Fiscal Years 22-23



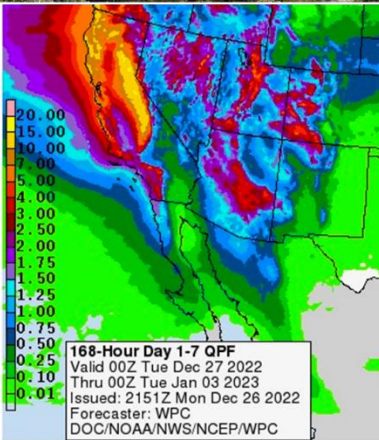
# Rain Totals

## Fiscal Years 14 - 23



# San Francisco Public Utilities Commission Hydrological Conditions Report January 2023

J. Chester, C. Graham, N. Waeltly, H. Forrester February 15, 2023



Numerous waterfalls poured off the North Rim of Hetch Hetchy Valley following an intense rainstorm in early January (top). Early January 7-day total quantitative precipitation forecasts called for 10-15 inches of precipitation in the Upper Tuolumne Watershed (lower left), observed precipitation during this period was 10 – 12 inches at high elevation snow sensors (lower middle). Manual snow surveys at the end of January indicated year to date snow water equivalent (SWE) around 200% of normal or over 100% of April 1 normal (lower right).



## System Storage

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

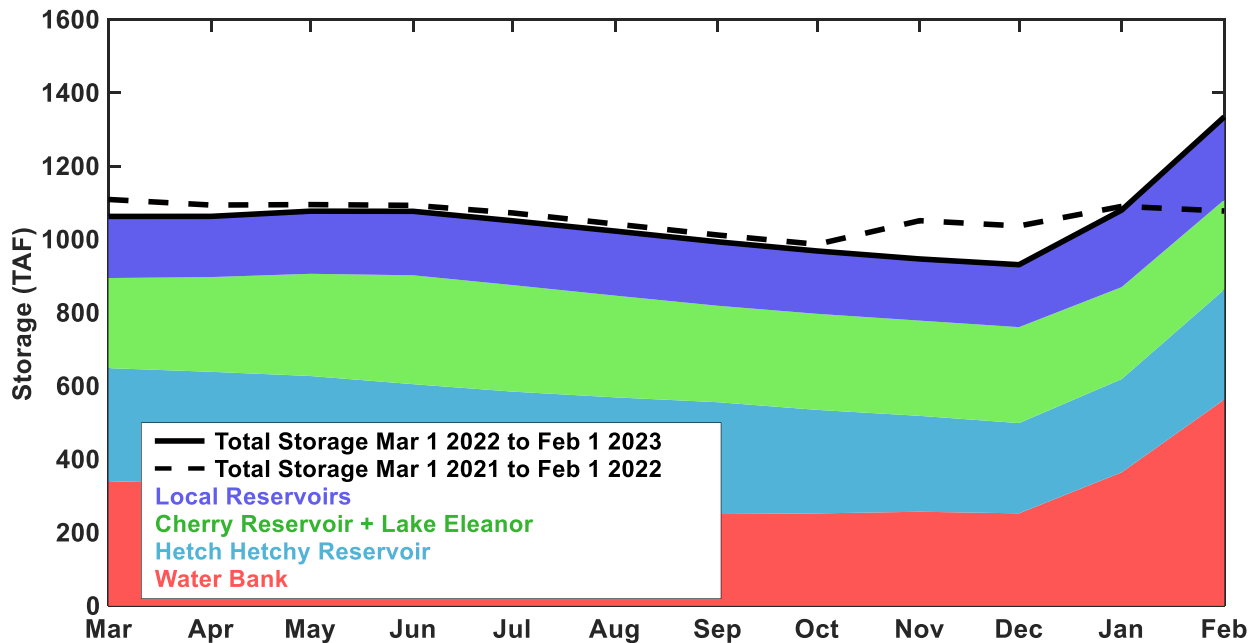
Table 1. Current System Storage as of February 1, 2023							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	300,135		340,830		40,695		88%
Cherry Reservoir <sup>2</sup>	225,389		268,800		43,411		84%
Lake Eleanor <sup>3</sup>	19,239		21,495		2,256		90%
Water Bank	563,258		570,000		6,742		99%
Tuolumne Storage	1,108,021		1,201,125		93,104		92%
<b>Local Bay Area Storage<sup>4</sup></b>							
Calaveras Reservoir	94,062	30,650	101,728	33,148	7,666	2,498	93%
San Antonio Reservoir	52,506	17,109	52,506	17,109	0	0	100%
Crystal Springs Reservoir	61,028	19,886	73,159	23,839	12,131	3,953	83%
San Andreas Reservoir	16,362	5,332	18,899	6,158	2,537	827	83%
Pilarcitos Reservoir	2,527	823	3,125	1,018	599	195	87%
Total Local Storage	226,484	73,800	249,417	81,272	22,932	7,472	91%
<b>Total System</b>	<b>1,334,505</b>		<b>1,445,728</b>		<b>111,223</b>		<b>92%</b>

<sup>1</sup> Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

<sup>2</sup> Maximum Cherry Reservoir storage with flash-boards removed.

<sup>3</sup> Maximum Lake Eleanor storage with flash-boards removed.

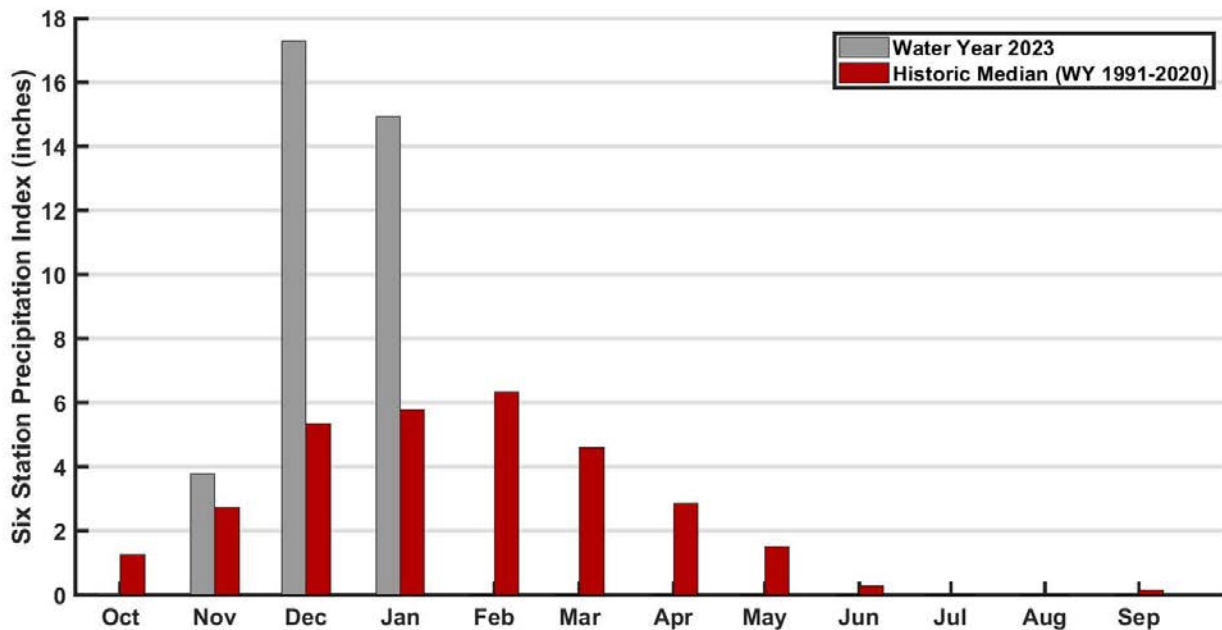
<sup>4</sup> Local Reservoir values being updated, subject to change, best available values presented.



**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.

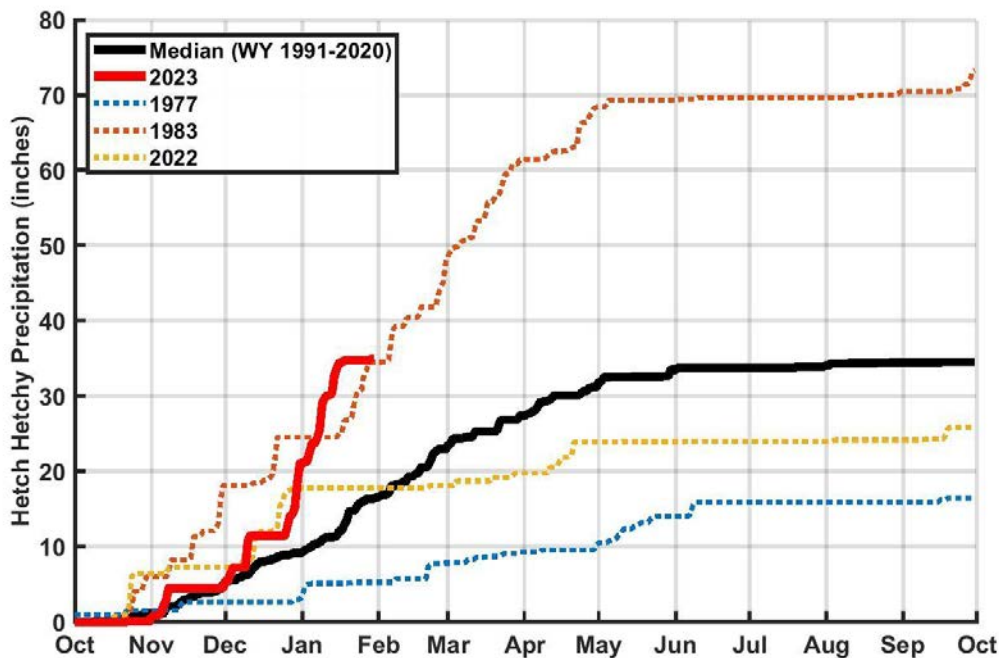
## Hetch Hetchy System Precipitation Index

*Current Month:* The January 2023 six-station precipitation index was 14.91 inches, or 260% 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 February 1, the six-station precipitation index for Water Year (WY) 2023 was 36.03 inches, which is 240% of the median total to date. The Hetch Hetchy Weather Station received 13.94 inches of precipitation in January resulting in a total of 34.99 inches for WY 2023, or 211% 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 January 2023 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	January 2023				October 1, 2022 through January 31, 2023			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	72,778	21,575	29,978	243%	108,998	50,739	66,135	165%
Inflow to Cherry Lake and Lake Eleanor	88,729	29,420	35,949	247%	149,154	67,321	83,834	178%
Tuolumne River at LaGrange	530,102	94,090	157,807	336%	771,937	200,027	295,425	261%
Water Available to City	382,518	13,089	79,875	479%	510,357	41,905	122,120	418%

<sup>1</sup>Hydrologic Record: 1991-2020

## Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline increased from 80 MGD to 125 MGD on January 3 and then reduced to 80 MGD on January 11. The HHWP Winter Shutdown began on January 24 and is scheduled to end on March 14 – deliveries to the SJPL will be 0 MGD during this period.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 27,731 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for January were 50 cfs. As of February 1, WY 2023 total precipitation has kept Hetch Hetchy Reservoir instream releases at a type A (median to wet) year. Stream releases increased to 60 cfs on January 31.

Cherry Reservoir power draft and stream releases totaled 59,369 acre-feet for the month of January. The required minimum instream release from Cherry Reservoir for January was 5 cfs and will remain at 5 cfs until June 30, 2023. Lake Eleanor required release for January was 5 cfs and will remain 5 cfs until February 28, 2023.

The Cherry Reservoir - Lake Eleanor pumps were operated from January 1 through January 15 and January 18 through January 31. A total of 8,479 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir in January.

## Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for January was 34 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 39 MGD.

## Regional System Water Delivery

The average December and January delivery rates were near equal for this reporting period at 143 MGD.

## Local Precipitation

The rainfall summary for January 2023 is presented in Table 3.

Weather Station Location	January 2023		October 1, 2022 through January 31, 2023	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	12.88	207%	35.47	199%
Lower Crystal Springs Reservoir	10.03	231%	26.91	228%
Calaveras Reservoir	9.60	280%	26.10	281%

\*Mean Period = WY 1991-2020

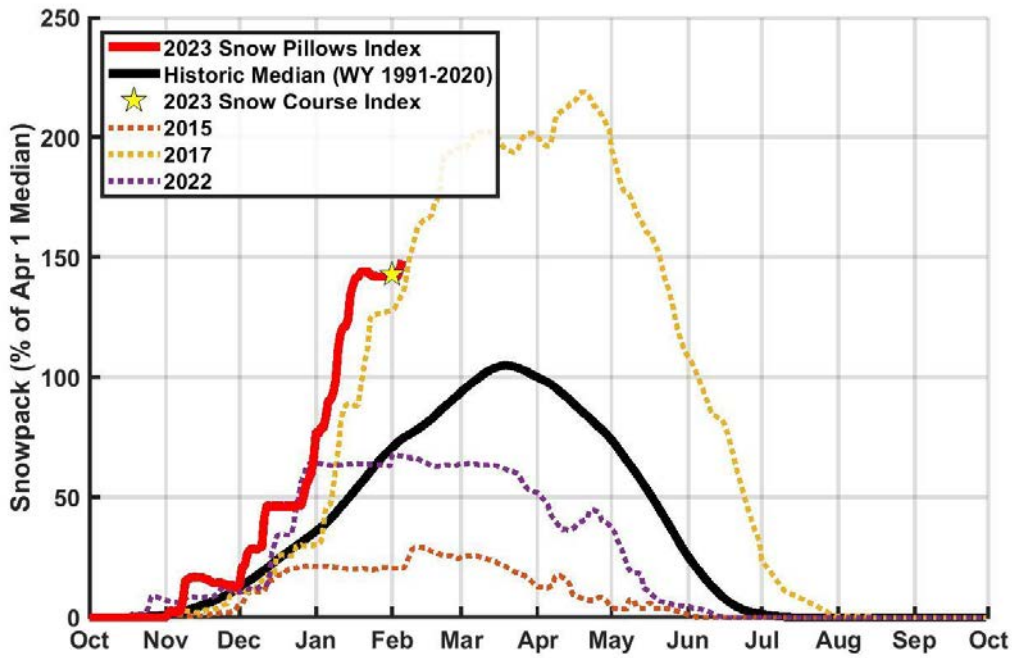
## Snowpack, Water Supply and Planned Water Supply Management

Due to a series of significant precipitation events in December and January, the current snowpack (Figure 4) is already nearly 150% of April 1<sup>st</sup> normal or 200% of the February 1 normal.

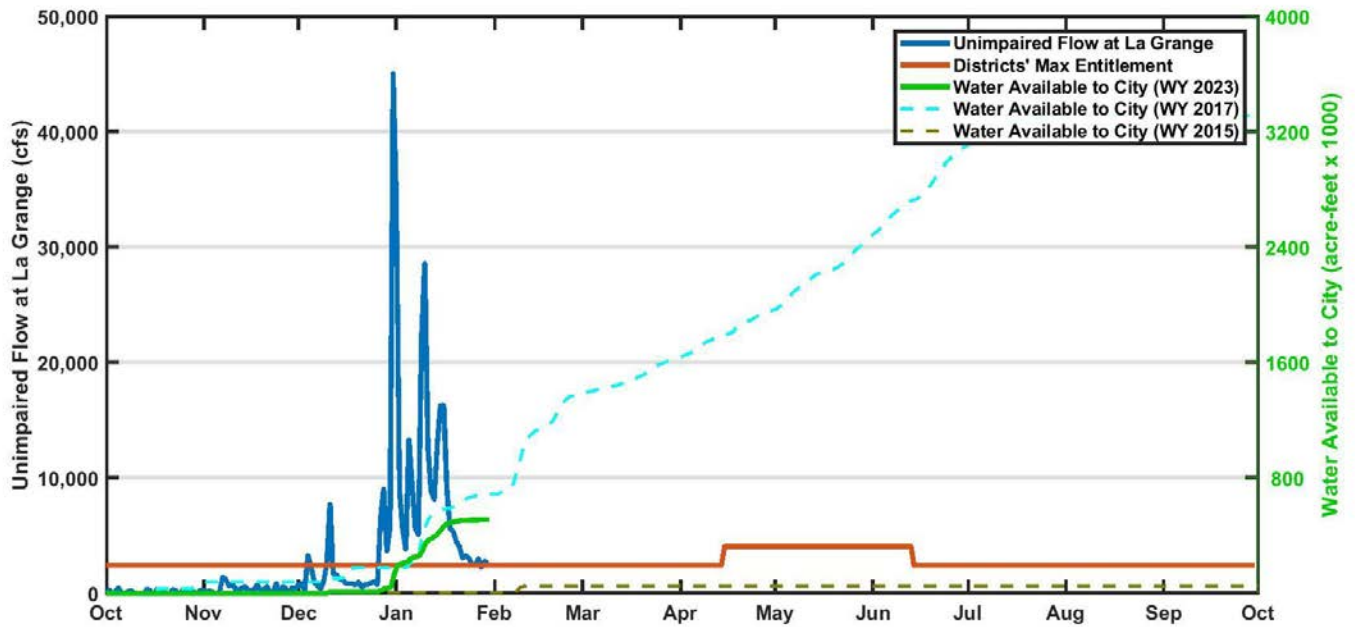
Cumulative Water Available to the City (WAC) for WY 2023 was 510,357 acre-feet on February 1 (Figure 5). The inflows into upcountry reservoirs and intervening flows to Don Pedro Reservoir were sufficient to fill Water Bank in January. Expected high inflows above and below SFPUC storage reservoirs will maintain a full Water Bank throughout the runoff period, and allow for filling of Cherry Reservoir, Lake Eleanor and Hetch Hetchy Reservoir.

Hetch Hetchy Reservoir is drafting via minimum instream releases and Kirkwood Powerhouse Draft. Cherry Reservoir and Lake Eleanor are drafting via minimum instream releases and Holm Powerhouse Draft. Operations are drafting Cherry Reservoir to manage upcoming runoff. Water Bank credited extensively in January as storm driven flows on the Tuolumne River exceeded the Districts Raker Act Entitlements.

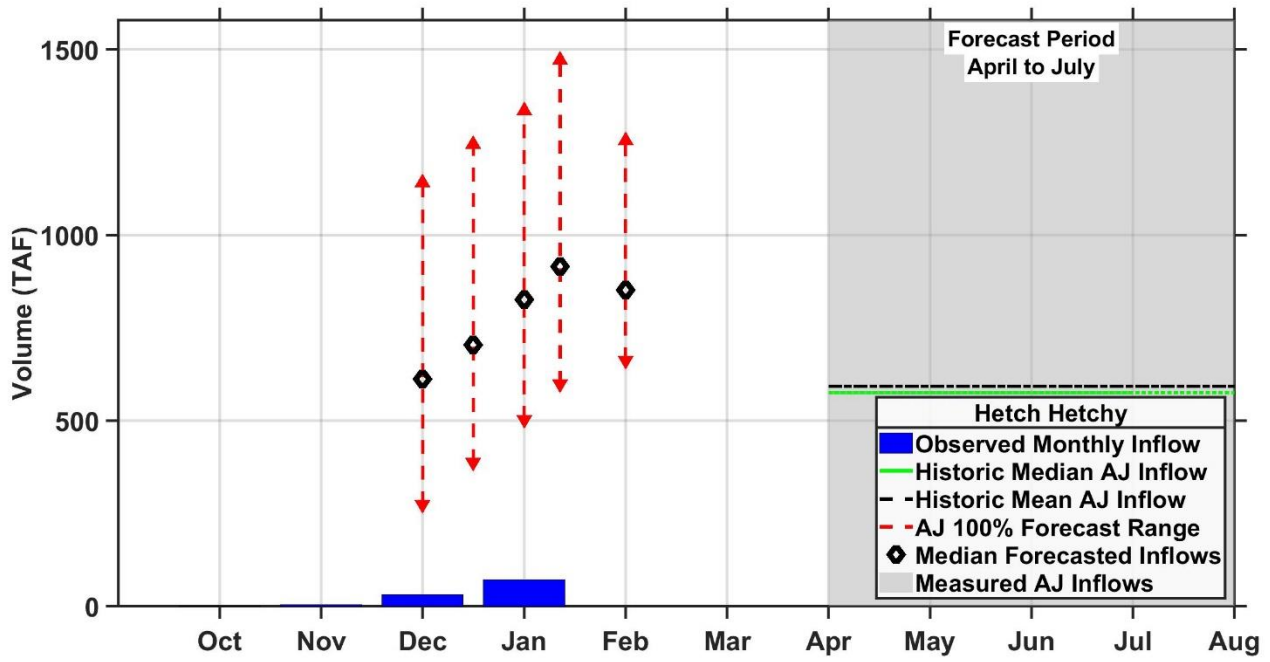
Discretionary releases from Hetch Hetchy Reservoir are being planned for Spring months, as forecasted inflows will exceed the volume needed to fill. SFPUC staff is working with Yosemite National Park staff to plan these releases in the most environmentally beneficial manner, as part of the Upper Tuolumne River Ecosystem Program (UTREP).



**Figure 4:** Tuolumne River Basin Snow Pillow Index and Snow Course Index, based on real time snow pillow and manual snow course Snow Water Equivalent (SWE) measurements in the Tuolumne Basin. Example high and low snowpack years are included with Water Year 2023 for comparison purposes.



**Figure 5:** Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.



**Figure 6:** Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at Hetch Hetchy. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation.

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

**Report Date:** March 10, 2023

**Subject:** Approval for Director Feldman to attend the Association of California Water Agencies (ACWA) Spring Conference in Monterey, May 9-11, 2023.

---

### **Recommendation:**

Approve expenses for Director Feldman's one day attendance (Wednesday, May 10, 2023) at the Association of California Water Agencies (ACWA) Spring Conference in Monterey CA, May 9<sup>th</sup> through 11<sup>th</sup> 2023, including the \$390.00 registration fee, the conference breakfast and luncheon for \$105.00, and reimbursement for all travel related expenses.

### **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."

Director Feldman plans to attend the ACWA Spring Conference and requests that the Board approve reimbursement of his expenses.

ACWA Conferences provide an excellent opportunity for Directors and water utility staff to learn about California water issues. The District has reimbursed Director's attendance at these conferences in the past.

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

**Report Date:** March 10, 2023

**Subject:** Approval for President Muller to attend the Association of California Water Agencies (ACWA) Spring Conference in Monterey, May 9-11, 2023.

---

### **Recommendation:**

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ACWA Conferences provide an excellent opportunity for Directors and water utility staff to learn about California water issues. The District has reimbursed Director's attendance at these conferences in the past.



## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

**Report Date:** March 10, 2023

**Subject:** Approval for Director Reynolds to attend the Association of California Water Agencies (ACWA) Spring Conference in Monterey, May 9-11, 2023.

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### **Recommendation:**

Approve expenses for Director Reynolds attendance at the Association of California Water Agencies (ACWA) Spring Conference in Monterey CA, May 9<sup>th</sup> through 11<sup>th</sup> 2023, including the \$815.00 registration fee, includes all conference meals, lodging \$405.69, and reimbursement for all travel related expenses.

### **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."

Director Reynolds plans to attend the ACWA Spring Conference and requests that the Board approve reimbursement of his expenses.

ACWA Conferences provide an excellent opportunity for Directors and water utility staff to learn about California water issues. The District has reimbursed Director's attendance at these conferences in the past.

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

### **Report**

**Date:** March 10, 2023

**Subject:** Approval of Professional Services Agreement with EKI Environment & Water, Inc. for Design, Bid Support and Construction Support Services for the Medio Creek Pipeline Crossing Rehabilitation, the Magellan Avenue Pipeline Rehabilitation and the Miramar Dead Ends Pipeline Improvement Project

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### **Recommendation:**

Authorize the General Manager to retain the professional services of EKI Environment & Water, Inc. ("EKI") for design, bid support and construction support services for the Medio Creek pipeline crossing rehabilitation, the Magellan Avenue pipeline rehabilitation and the Miramar dead ends pipeline improvement project for a not-to-exceed budget of \$138,900.

### **Background:**

This project includes: 1) rehabilitation of 175 linear feet of existing 10-inch welded steel pipe (WSP) that crosses Medio Creek along Alameda Avenue; 2) rehabilitation of approximately 475 linear feet of 10-inch cast iron pipe (CIP) that crosses under Highway 1 at Magellan Avenue; and 3) installation of approximately 660 linear feet of new 6-inch ductile iron pipe in the Miramar Beach neighborhood to connect/loop existing dead ends.

In December 2022, EKI completed an alternatives evaluation for rehabilitating or replacing the 10-inch WSP crossing Medio Creek. This pipe is suspended above the creek and spans 40 feet without supports. This evaluation was initiated after PG&E suspected the line was a gas main and later realized it was in fact a CCWD owned water main that is showing significant signs of corrosion and thinning. The existing pipeline is one of only two mains supplying water across this creek. The other main is the 16" that runs parallel to Highway 1 along the east side. A leak at the Medio Creek location would be difficult to repair and could cause significant water loss and negative environmental impacts. EKI evaluated several replacement and rehabilitation options and ultimately recommends that the District rehabilitate the existing 10-inch WSP Medio Creek crossing with trenchless Primus Line flexible kevlar-reinforced pipe liner.

**STAFF REPORT**

**Agenda: March 14, 2023**

**Subject: Approval of EKI Medio/Magellan/Miramar Design and Support**

**Page Two**

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The Magellan/Highway 1 crossing and Miramar dead end pipeline improvement project are identified in the District's current 10- year Capital Improvement Program (CIP). In 2014, the existing 10-inch Highway 1 crossing at Magellan Avenue failed causing a loss of 750,000 gallons of water and drained the Miramar tank resulting in a required Boil Water Advisory. This project has also been identified as a good candidate for the Primus Line pipe liner product. Combining the Medio Creek and Magellan pipe-liner projects into a single project will reduce the overall project cost due to a single mobilization.

The Miramar dead ends pipeline improvement project is needed to reduce the number of dead ends in the Miramar neighborhood. This project will eliminate 5 dead ends and improve water quality, fire flows and overall system resiliency/redundancy in this area. (See Attachment A, Figure 1 of EKI's design proposal.)

Based on EKI's past responsiveness, engineering design and support provided to date, staff recommends that the Board approve a professional services agreement for design, bid support and construction support services for the Medio Creek pipeline cross, the Magellan Avenue pipeline rehabilitation and the Miramar dead ends pipeline improvement project, for a not-to-exceed amount of \$138,900. The attached EKI proposal dated February 21, 2023 outlines the scope of their effort.

Fiscal Impact:

\$138,900 for engineering services.

21 February 2023

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

Subject: **Proposal for Design Services and Construction Support for Medio Creek and Magellan Crossing Rehabilitation and Miramar Pipeline Design Project**  
Coastside County Water District, Half Moon Bay, California  
(EKI C3-069)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for design, bid support, and construction services for the Medio Creek Pipeline Crossing Rehabilitation and the Magellan at Highway 1 Pipeline Rehabilitation/Miramar Dead Ends Pipeline Design Project (Project). This proposal is being prepared in response to the District's request on 1 February 2023.

## PROJECT UNDERSTANDING

The Project includes (1) rehabilitation of approximately 175 linear feet (LF) of existing 10-inch welded steel pipe (WSP) that crosses above Medio Creek along Alameda Avenue; (2) rehabilitation of approximately 475 LF of existing 10-inch cast-iron pipe (CIP) that crosses under Highway 1 at Magellan Avenue; and (3) installation of approximately 660 LF of new 10-inch and 350 LF of new 6-inch ductile iron pipe (DIP) water mains in the Miramar Beach neighborhood by open trench (see Figure 1).

In December 2022, EKI completed an alternatives evaluation for rehabilitating or replacing the existing 10-inch WSP crossing Medio Creek at Alameda Avenue, which for approximately 40 LF is suspended without supports above the creek. The evaluation was initiated after an investigation performed by Pacific Gas and Electric Company (PG&E), which erroneously suspected the line was owned by PG&E, found that the pipe has areas of thinning wall thickness and is approaching the end of its useful life. The existing pipeline is one of only two pipelines supplying water across the creek – the other pipeline being the 16-inch ductile iron (DI) transition main installed under Medio Creek in a steel casing along the east side of Highway 1. A break occurring in the section of pipe installed above the creek would be difficult to repair and could cause significant water loss and environmental impacts to Medio Creek with potential fines. As part of its study, EKI evaluated several rehabilitation and replacement options and ultimately recommended the District rehabilitate the existing 10-inch WS pipeline crossing Medio Creek with Primus Line, a flexible fabric-reinforced pipe liner.

The Magellan at Highway 1 Crossing and Miramar Dead End Project had been identified in the District's current 10-year Capital Improvement Program budget (Project No. 21-09) to be completed in fiscal year 2028/2029. The existing 10-inch CIP Highway 1 crossing at Magellan Avenue previously experienced a major leak and is approaching its useful life. EKI and the District identified the pipeline as another ideal

candidate for rehabilitation using Primus Line. Similar to the Medio Creek crossing, a break occurring in this section of pipe would be difficult to repair and could cause significant water loss and disruption along Highway 1 and San Mateo County's newly installed bi-modal trail. Combining the Medio Creek and Magellan at Highway 1 crossings as a single project was recommended to reduce the overall costs for both projects by eliminating the need for multiple mobilizations for installation of the Primus Line.

The Miramar Dead End open trench water main installation is required to connect both ends of the 10-inch pipe between Magellan Avenue and Medio Avenue and eliminate five existing dead ends in the Miramar Beach neighborhood. Hydraulic modeling completed as part of EKI's Medio Creek alternative evaluation found that completing the 10-inch line is required to provide redundancy in case the 16-inch transmission main is taken out of service. Thus, EKI recommended that the District raise the priority of this project to improve system resiliency. Eliminating the dead-ends will also improve water quality and fire flow availability in the Miramar neighborhood.

EKI has prepared a scope of work for design, bid and permitting support, engineering services during construction (ESDC), and limited construction management services. EKI assumes that the District will provide field inspection services, all required permitting, and interagency coordination.

## **PROPOSED SCOPE OF WORK**

EKI proposes the following tasks as part of this scope of work. For each of these tasks, EKI will also be providing project management services, including budget tracking, invoicing, preparation of progress reports, and staff management.

As discussed below, based on a request by the District, EKI has provided (1) a base fee for its proposed scope of work for delivering the Rehabilitation of the Medio Creek and Magellan Highway 1 Crossings as a stand-alone project and (2) the additional fee for including the Miramar Dead End open trench sections in the Project. EKI assumes that if the Miramar Dead End Project were to be included, the Project would be delivered as a single bid package.

### **Task 1: Base Map Development**

As part of Task 1, EKI will perform a site visit to locate and measure visible surface utility features (water valves, water meters, fire hydrants, power poles and boxes, manholes, and invert depths) and capture USA markings (if available). These features will be used to develop a base map to support design. EKI will also request as-built records for the Project site from other utility agencies to incorporate into the Base Map and confirm their utility markings.

Once the field investigation is complete, EKI will map the utilities in AutoCAD and add the San Mateo County parcels map, approximate rights-of-ways, utility data received from letter requests, and aerial images to the base map.

#### Deliverables:

- A PDF of the draft Project base map.

**EKI Assumptions:**

- The District will provide any as-built records for the Project area, if available.
- The District will mark their water line and call USA for the marking of other utilities at each intersection along the Project prior to the site visit.
- EKI will request as-built information from other utilities, including Pacific Gas and Electric (PG&E), San Mateo County, and Sewer Authority Mid-Coastside.
- EKI will use a Trimble R10 GPS unit for locating utility features.
- Project plan view sheets will be based on aerial data, District water line GIS files, and collected GPS information.
- No topographic or boundary surveys will be completed as part of the Project.

**Task 2: Design Services**

EKI will provide three design submittals corresponding to 65%, 95%, and Final design level development. The 65% Design Submittal will include plan view sheets, District standard details, technical specifications, and an opinion of probable construction cost (OPC). The 95% Design Submittal will include Contract Documents ready for bid and include plan sheets, connection details, specifications, and an OPC. The Final Design Submittal will be signed and stamped contract documents. A design review meeting will be held for the 65% Design Submittal with comments documented and tracked to confirm incorporation into the subsequent submittals. EKI assumes no meeting will be required for the 95% Design review.

The anticipated list of contract drawings for each section of the Project is presented in Table 1 below. The open trench section of the project would add sheets 5,6, and 9 to the contract drawings.

**Table 1. Anticipated List of Contract Drawings**

Sheet No.	Description	Medio Creek and Magellan Pipe Rehabilitation Sections	Added Sheets for Miramar Dead Ends Open Trench Sections
1	Title Sheet	X	
2	Legend, Key Map, and Notes	X	
3	Plan, Medio Creek Crossing	X	
4	Plan, Magellan Ave Highway 1 Crossing	X	
5	Plan, Alameda Ave Improvements 1		X
6	Plan, Alameda Ave Improvements 2		X
7	Construction Details - 1	X	
8	Construction Details - 2	X	
9	Construction Details - 3		X
10	Best Management Practices	X	

Deliverables:

- 65% Design Submittal:
  - PDF file of the 65% plans;
  - PDF file of the 65% technical specifications; and
  - PDF file of the 65% OPC.
- 95% Design Submittal:
  - PDF file of the 95% plans;
  - PDF file of the 95% specifications; and
  - PDF file of the 95% OPC.
- Final Design Submittal:
  - PDF file and five (5) 22" x 34" hard copies of the signed and stamped final plans;
  - PDF file and five (5) hard copies of the signed and stamped final specifications; and
  - An editable word file of the Notice to Bidders and Contract.
- 65% Design Review Meeting minutes and comments logs within 5 business days of the meeting.

EKI Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details, with EKI preparing additional technical specifications for the Primus Line installation.
- Full-sized plan sheets will be 22" x 34".
- The District will review and provide comments at the 65% and 95% levels of design.
- 65% Design Review Meeting will be held virtually on Microsoft Teams platform.
- The rehabilitation of the Highway 1 crossing at Magellan will be considered a maintenance activity and will not require a Caltrans encroachment permit.

**Task 3: Bid Support Services**

During the bidding period, EKI will participate in a pre-bid meeting, provide the District responses to questions from prospective bidders, prepare up to one addendum, and provide a review of bids to determine if bids are responsive and responsible. EKI will prepare a conformed set of contract documents that incorporates any changes included in the addendum.

Deliverables:

- Pre-bid meeting agenda and minutes.
- Response to bidders' questions.
- One Bid addendum.
- Bid review email.

- Conformed contract documents.

EKI Assumptions:

- EKI will coordinate with Barker Blue to host the Bid Documents. The District will pay any fees directly to Barker Blue.
- Responses to bidder's questions will be transmitted electronically.
- No more than one bid addendum will be required.
- EKI's scope of work does not include any CEQA or permitting support. EKI assumes that the District will perform all CEQA, permitting, and interagency coordination.

**Task 4: Engineering Services During Construction**

EKI will provide limited construction management and engineering services during construction. These services will focus on the following: one pre-construction meeting, progress payment reviews and approvals, contract change order (CCO) preparation, submittal reviews, and request for information (RFI) support. EKI will prepare record drawings from the Contractor's redline drawing submittal at the end of the Project.

Deliverables:

- Submittal review letters.
- RFI response letters.
- Preconstruction meeting agenda and minutes.
- Progress Payment review letters (3 assumed).
- CCOs (1 assumed).
- PDF copy of Record Drawings.

EKI Assumptions:

- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.
- EKI will review up to 24 submittals and 8 resubmittals at an assumed level of effort of 2.5 hours per review.
- EKI will review up to 2 RFIs at a level of effort of 3 hours per review.
- EKI will attend the in-person preconstruction meeting.
- EKI will attend periodic site visits during construction (2 assumed).
- The District will provide inspection services and will issue Notice of Award, Notice to Proceed, and review contractor quantities on each invoice.
- EKI will prepare record drawings based on the redline drawings provided by the Contractor.



**PROJECT SCHEDULE**

EKI anticipates that the design will be completed within two (2) to three (3) months of notice to proceed. Bid and construction-phase services will be completed in a timely manner, consistent with the District’s schedule for bidding and construction.

**COMPENSATION FOR CONSULTING SERVICES**

We propose that compensation for consulting services by EKl 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 propose a budget of \$80,800 for the Medio Creek and Magellan Pipe Rehabilitation sections and an additional budget of \$58,100 for adding the Miramar Dead End Open Trench Sections to the Project for a total Project fee of \$138,900. The proposed budgets are presented by task and Project component in Table 2 and detailed in Tables 3 and 4, attached.

As mentioned above, the proposed budget for adding the Miramar Dead End Open Trench Sections to the Project assumes that both components will be delivered as a single Project. If the components were delivered in two separate bid packages, additional budget would be required.

**Table 2. Proposed Cost by Tasks and Project Component**

Task	Description	Fee for Medio Creek and Magellan Pipe Rehabilitation	Additional Fee Miramar Dead Ends Open Trench	Total Project Fee
1	Base Map Development	\$10,000	\$9,900	\$19,900
2	Design Services	\$33,600	\$20,400	\$54,000
3	Bid Support Services	\$8,600	\$4,100	\$12,700
4	Engineering Support During Construction	\$28,600	\$23,700	\$52,300
<b>Total Estimated Budget</b>		<b>\$80,800</b>	<b>\$58,100</b>	<b>\$138,900</b>

**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.

Mary Rogren  
Coastside County Water District  
21 February 2023  
Page 7 of 7



Very truly yours,

EKI ENVIRONMENT & WATER, INC.

A handwritten signature in blue ink, appearing to read 'Jonathan Sutter'.

Jonathan Sutter, P.E.  
Supervising Engineer

A handwritten signature in blue ink, appearing to read 'Mike Vasquez'.

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

cc: James Derbin, CCWD

Attachments

Figure 1 – Project Scope of Work

Table 3 - Estimated Budget for Medio Creek and Magellan Crossing Rehabilitation Design and Construction Services

Table 4 - Estimated Budget for Miramar Pipeline Design and Construction Services

EKI Schedule of Charges, dated 2 January 2023



Source: Esri, Miramar, Google, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

**Legend**

- ⊗ Gate Valve
- ⊙ Fire Hydrant
- Water Meter
- Water Line



**Project Scope of Work**

**Notes**

1. All locations are approximate.

Medio Creek and Magellan Crossing Rehabilitation and Miramar Pipeline Design Project  
Coastside County Water District

Half Moon Bay, California  
February 2023  
C3-069



**Figure 1**

Path: X:\B60108\Maps\proposals\MedioMagellanMiramar\_proposal.mxd

**Table 3: Estimated Budget - Medio Creek and Magellan Crossing Rehabilitation Design and Construction Services Project**

Coastside County Water District, Half Moon Bay, California  
(EKI C3-069)

TASKS					LABOR COST (\$)	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	G4 Engineer	Jordan Gans	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
<b>Task 1 - Base Map Development</b>													
Project Management			2		\$618								\$618
Conduct Site Walk and GPS Field Investigation	5	5	2		\$2,508	LS	1	\$400	\$400	\$40	\$440		\$2,948
Review Topographical Map and Utility Research		6	1		\$1,509								\$1,509
Finalize Base Map	4	16	2		\$4,530								\$4,530
Communications Fee (EKI Labor Only)							4%	\$9,165			\$367		\$367
<b>Task 1 Subtotal</b>	<b>9</b>	<b>27</b>	<b>7</b>		<b>\$9,165</b>					<b>\$40</b>	<b>\$807</b>		<b>\$9,972</b>
<b>Task 2 - Design Services</b>													
Project Management			8		\$2,472								\$2,472
Develop 65% Plans		32	8		\$8,872								\$8,872
Develop 65% Technical Specifications		8	4		\$2,836								\$2,836
Develop 65% Opinion of Probable Construction Cost		4	2		\$1,418								\$1,418
QA/QC 65% Design Submittal				4	\$1,280								\$1,280
Prepare, Conduct, and Document 65% Design Review		3	2		\$1,218								\$1,218
Develop 95% Plans		16	4		\$4,436								\$4,436
Develop 95% Specifications		12	4		\$3,636								\$3,636
Develop 95% Opinion of Probable Construction Cost		3	1		\$909								\$909
QA/QC 95% Design Submittal				3	\$960								\$960
Develop Final Design Submittal		12	4		\$3,636	LS	1	\$300	\$300	\$30	\$330		\$3,966
QA/QC Final Design Submittal				1	\$320								\$320
Communications Fee (EKI Labor Only)							4%	\$31,993			\$1,280		\$1,280
<b>Task 2 Subtotal</b>		<b>90</b>	<b>37</b>	<b>8</b>	<b>\$31,993</b>					<b>\$30</b>	<b>\$1,610</b>		<b>\$33,603</b>
<b>Task 3 - Bid Support Services</b>													
Pre-Bid Meeting		4	2		\$1,418								\$1,418
Provide Bid Support (Respond to Questions and Prepare 1 Addendum)		12	6	2	\$4,894								\$4,894
Bid Opening (Attend Bid Opening and Bid Review)		2	1		\$709								\$709
Prepare Conformed Contract Documents		3	1	1	\$1,229								\$1,229
Communications Fee (EKI Labor Only)							4%	\$8,250			\$330		\$330
<b>Task 3 Subtotal</b>		<b>21</b>	<b>10</b>	<b>3</b>	<b>\$8,250</b>						<b>\$330</b>		<b>\$8,580</b>
<b>Task 4 - Engineering Support During Construction</b>													
Project/Construction Management		8	16	2	\$7,184								\$7,184
Attend Pre-Construction Meeting		5	3		\$1,927								\$1,927
Review Construction Submittals (12 Submittals and 4 Resubmittals)		32	8	2	\$9,512								\$9,512
Respond to Requests for Information, RFIs (2 RFIs)		6	3		\$2,127								\$2,127
Attend Construction Site Visits/Progress Meetings (2 site visits)		8	8		\$4,072	LS	1	\$100	\$100	\$10	\$110		\$4,182
Preparation of Record Drawings		8	2	1	\$2,538								\$2,538
Communications Fee (EKI Labor Only)							4%	\$27,360			\$1,094		\$1,094
<b>Task 4 Subtotal</b>		<b>67</b>	<b>40</b>	<b>5</b>	<b>\$27,360</b>								<b>\$28,564</b>
<b>TOTALS:</b>	<b>9</b>	<b>205</b>	<b>94</b>	<b>16</b>	<b>\$76,768</b>				<b>\$800</b>	<b>\$80</b>	<b>\$3,951</b>		<b>\$80,719</b>
													<b>\$80,800</b>

**Table 4. Estimated Budget - Miramar Pipeline Design and Construction Services Project**

Coastside County Water District, Half Moon Bay, California  
(EKI C3-069)

TASKS					LABOR COST (\$)	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	G4 Engineer	Jordan Gans	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
<b>Task 1 - Base Map Development</b>	\$178	\$200	\$309	\$320									
Project Management			2		\$618							\$618	
Conduct Site Walk and GPS Field Investigation	4	4	2		\$2,130	LS	1	\$400	\$400	\$40	\$440	\$2,570	
Review Topographical Map and Utility Research		6	1		\$1,509							\$1,509	
Finalize Base Map	2	16	4		\$4,792							\$4,792	
Communications Fee (EKI Labor Only)							4%	\$9,049			\$362	\$362	
<b>Task 1 Subtotal</b>	<b>6</b>	<b>26</b>	<b>9</b>		<b>\$9,049</b>					<b>\$40</b>	<b>\$802</b>	<b>\$9,851</b>	<b>\$9,900</b>
<b>Task 2 - Design Services</b>													
Project Management			6		\$1,854							\$1,854	
Develop 65% Plans		32	6		\$8,254							\$8,254	
Develop 65% Technical Specifications													
Develop 65% Opinion of Probable Construction Cost		2	1		\$709							\$709	
QA/QC 65% Design Submittal				1	\$320							\$320	
Prepare, Conduct, and Document 65% Design Review		1	1		\$509							\$509	
Develop 95% Plans		12	4		\$3,636							\$3,636	
Develop 95% Specifications		4	2		\$1,418							\$1,418	
Develop 95% Opinion of Probable Construction Cost		1	1		\$509							\$509	
QA/QC 95% Design Submittal				1	\$320							\$320	
Develop Final Design Submittal		4	2		\$1,418	LS	1	\$300	\$300	\$30	\$330	\$1,748	
QA/QC Final Design Submittal				1	\$320							\$320	
Communications Fee (EKI Labor Only)							4%	\$19,267			\$771	\$771	
<b>Task 2 Subtotal</b>		<b>56</b>	<b>23</b>	<b>3</b>	<b>\$19,267</b>					<b>\$30</b>	<b>\$1,101</b>	<b>\$20,368</b>	<b>\$20,400</b>
<b>Task 3 - Bid Support Services</b>													
Pre-Bid Meeting		0.5	0.5		\$255							\$255	
Provide Bid Support (Respond to Questions and prepare 1 Addendum)		4	2	1	\$1,738	LS	1	\$300	\$300	\$30	\$330	\$2,068	
Bid Opening (Attend Bid Opening and Review Bids)		0.5	0.5		\$255	LS	1	\$300	\$300	\$30	\$330	\$585	
Prepare Conformed Contract Documents		2.0	0.5	0.5	\$715	LS	2	\$301	\$301	\$30	\$331	\$1,046	
Communications Fee (EKI Labor Only)							4%	\$2,962			\$118	\$118	
<b>Task 3 Subtotal</b>		<b>7</b>	<b>4</b>	<b>2</b>	<b>\$2,962</b>					<b>\$90</b>	<b>\$1,110</b>	<b>\$4,071</b>	<b>\$4,100</b>
<b>Task 4 - Engineering Support During Construction</b>													
Project/Construction Management		8	16		\$6,544							\$6,544	
Attend Pre-Construction Meeting													
Review Construction Submittals (12 Submittals and 4 Resubmittals)		32	8	2	\$9,512							\$9,512	
Respond to Requests for Information, RFIs (2 RFIs)		6	3		\$2,127							\$2,127	
Attend Construction Site Visits (1 site visit)		4	4		\$2,036							\$2,036	
Preparation of Record Drawings		8	2	1	\$2,538							\$2,538	
Communications Fee (EKI Labor Only)							4%	\$22,757			\$910	\$910	
<b>Task 4 Subtotal</b>		<b>58</b>	<b>33</b>	<b>3</b>	<b>\$22,757</b>							<b>\$23,667</b>	<b>\$23,700</b>
<b>TOTALS:</b>	<b>6</b>	<b>147</b>	<b>69</b>	<b>8</b>	<b>\$54,035</b>				<b>\$1,601</b>	<b>\$160</b>	<b>\$3,922</b>	<b>\$57,957</b>	<b>\$58,100</b>

**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**

<b><u>Personnel Classification</u></b>	<b><u>Hourly Rate</u></b>
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 Rogen, General Manager**

**Agenda: March 14, 2023**

**Report**

**Date: March 10, 2023**

**Subject: Approval of Professional Services Agreements with EKI Environment & Water, Inc. for 1) Engineering Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project; and 2) Environmental Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project**

### **Recommendation:**

Authorize the General Manager to retain the professional services of EKI Environment & Water, Inc. ("EKI") for 1) engineering services for the Highway 92 Potable Water Pipeline Emergency Restoration Project for a not-to-exceed budget of \$219,100; and 2) environmental services for the Highway 92 Potable Water Pipeline Emergency Restoration Project for a not-to-exceed budget of \$44,800.

### **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. 650 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 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 identified other areas of instability in close proximity to the 12-inch WS potable water

**STAFF REPORT**

**Agenda: March 14, 2023**

**Subject: Approval of EKI for Engineering and Environmental Services - Highway 92 Emergency**

**Page Two**

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main caused by the storm damage. EKI has prepared a conceptual design for the Project to restore fire flow and mitigate future failures caused by the creek erosion. The Project will include 1,150 linear feet of new 10-inch ductile iron pipe (DIP) installed by open trench construction and 900 linear feet of 12-inch high density polyethylene pipe (HDPE) installed at two creek crossings by horizontal directional drilling (HDD).

District staff recommends that the Board approve a professional services agreement with EKI for a not-to-exceed budget of \$219,100 for engineering services for the Highway 92 Potable Pipeline Restoration Project. The scope of services will cover the design, bid support, property acquisition support, and engineering services during construction. (See Attachment A.)

The District is seeking FEMA funding for the project. Given the public exigency and emergency conditions caused by the reduced fire flows and the risk of future damage of the existing pipeline from further stream bank erosion, the District must expedite its design work and will therefore utilize the exemption to the federal competitive procurement procedures for engineering services given the emergency. (Note that when the District originally engaged EKI for ongoing engineering services, EKI was selected through a competitive process. This emergency project builds upon the District's ongoing relationship with EKI for providing engineering services.)

Environmental Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project

Under a separate item, EKI has proposed to manage the environmental services required for the project. EKI will team with SWCA Environmental Consultants to provide assistance in evaluating environmental issues and preparing documentation for CEQA and NEPA categorical exclusions as well as other emergency permitting. (See Attachment B.)

SWCA is a national environmental consulting firm but with a strong Bay Area presence including an office in Half Moon Bay. Given its local presence, SWCA is familiar with the Coastside and local permitting requirements.

Fiscal Impact:

- 1) \$219,100 for engineering services; 2) \$44,800 for environmental services.



9 March 2023

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

Subject: Proposal for Engineering Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project  
Coastside County Water District, Half Moon Bay, California  
(EKI C3-068)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for engineering services for the Highway 92 Potable Water Pipeline Emergency Restoration Project (Project).

## 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 with engineering support from EKI installed approximately 650 feet of 2-inch high-density polyethylene (HDPE) 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 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 evaluated potential alternatives for restoring service in the section of the damaged and threatened pipeline. Based on that evaluation, EKI prepared a conceptual design for the Project to restore fire flow and mitigate future failures caused by creek erosion. The Project will include approximately 1,150 linear feet of new 10-inch ductile iron pipe (DIP) installed by open trench construction and approximately 900 linear feet of 12-inch HDPE installed at two (2) creek crossings by horizontal directional drilling (HDD). The Project will also include service reconnections and new hydrants. The conceptual design plan is shown on Figure 1.

The District is seeking Project funding through Federal Emergency Management Agency's (FEMA) Public Assistance Program. The District has determined that the public exigency and emergency conditions caused by the significantly reduced fire flow availability to properties along Highway 92 and the risk of

future damage to the existing pipeline resulting from further stream bank erosion will not permit a delay resulting from competitive solicitation for engineering services.

Based on direction from the District, the scope of work described below covers the design, bid support, property acquisition support, and engineering services during construction (ESDC). EKI proposes to team with O'Dell Engineering to provide property acquisition support. EKI and Geologic are conducting a geotechnical investigation for the Project under a separate scope of work. The findings of the geotechnical investigation will be used in the detailed design described below. EKI has proposed to team with SWCA Environmental Consultants (SWCA) under a separate scope of work to provide environmental documentation and emergency permitting support. In addition, EKI assumes that the District will provide construction inspection services and mitigation monitoring services during construction.

### **SCOPE OF WORK**

EKI proposes the following tasks as part of this scope of work. For each of these tasks, EKI will also be providing project management services, including budget tracking, invoicing, preparation of progress reports, and staff management.

#### **Task 1 – Base Map Development**

EKI will use the O'Dell Engineering (O'Dell) 2019 aerial topographic and boundary surveys, supplemental field data collected using a GPS unit, and as-built records of the Project site from other utility agencies to create a base map in AutoCAD. This base map will include topographic data, existing utilities, boundary data, and aerial images.

#### Deliverables:

- A PDF of the draft Project base map.

#### EKI Assumptions:

- EKI will rely on the aerial topographic and boundary surveys prepared by O'Dell in 2019.
- EKI will collect supplemental field data using a Trimble R-10 GPS unit to confirm the location of surface features along the proposed pipe alignment.
- The District will provide any as-built records for the Project area, if available.
- EKI will request as-built information from other utilities, including Pacific Gas and Electric (PG&E).
- Project plan view sheets will be based on the topographic and boundary surveys, collected GPS information, and utility information.

#### **Task 2 – Design Services**

In response to the emergency and exigency conditions, EKI proposes to expedite the detailed design. EKI will provide two design submittals corresponding to 90% and Final design level. The 90% Design submittal will include a complete set of plans and specifications and an opinion of probable construction cost (OPC). EKI will complete HDD hydrofracture and pullback calculations and assess property acquisition

requirements as part of the 90% design. EKI will document findings in a Basis of Design Memorandum. A design review meeting will be held for the 90% Design Submittal. After receipt of all District comments, EKI will prepare Final design submittal, which will include signed and sealed Contract Documents ready to bid. District comments on the 90% Design submittal will be documented and tracked to confirm incorporation into the Final Design submittal.

The anticipated list of contract drawings is presented in Table 1 below.

**Table 1. Anticipated List of Contract Drawings**

Sheet No.	Description
1	Title Sheet, Location Map, and Key Map
2	General Notes, Legend, and Abbreviations
3	Key Map, Control Points, and Survey Notes
4	Plan Sheet – 1
5	Plan and Profile Sheet – 2
6	Plan Sheet – 3
7	Plan and Profile Sheet – 4
8	Construction Staging Areas - 1
9	Construction Staging Areas - 2
10	Construction Details – 1
11	Construction Details – 2
12	Construction Details – 3
13	Best Management Practices

Deliverables:

- 90% Design Submittal:
  - PDF file of the 90% plans;
  - PDF file of the 90% specifications;
  - PDF file of the 90% OPC; and
  - PDF file of Basis of Design Memorandum.
- Final Design Submittal:
  - PDF file and five (5) 22" x 34" hard copies of the signed and stamped final plans;
  - PDF file and five (5) hard copies of the signed and stamped final specifications; and
  - An editable word file of the Notice to Bidders and Contract.
- 90% Design Review Meeting minutes and comments logs within 5 business days of the meeting.

EKI Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details.

- EKI will prepare technical specifications for HDD construction, HDPE pipe, contact grouting, and environmental requirements.
- EKI will document HDD hydrofracture and pullback calculations as part of the Basis of Design Memorandum.
- Profile views will be included for the HDD crossings but not for the open-trench sections.
- Full-sized plan sheets will be 22" x 34".
- The District will review and provide comments at the 90% levels of design.
- During the development of the 90% Design Submittal, EKI will review the proposed pipeline alignment in the field with District staff.

### **Task 3 – Property Acquisition Support Services**

EKI will provide the District property acquisition support services. EKI will prepare exhibits showing the proposed easements for the Project that can be used to communicate with property owners and the District's appraiser. EKI will also participate in meetings with property owners to answer any design or construction related questions.

In addition, EKI will team with O'Dell to prepare land description packages to support permanent and temporary easement acquisitions for the construction and new pipelines installed as part of the Project. Each land description package will include a written description, a closure report, and a plat (exhibit).

#### Deliverables:

- PDF files of the easement exhibits.
- PDF file of the land description packages signed and stamped by a California licensed Professional Land Surveyor.

#### EKI Assumptions:

- EKI assumes participation in 8 hours of meetings with property owners.
- Based on the anticipated pipeline alignment, EKI assumes that the District will need to obtain 4 separate permanent easements and 2 temporary easements for the Project.
- Scope is limited to one set of comments from all parties involved for each land description package. District to coordinate comments from all involved parties and deliver as one set.
- Scope does not include preparation of deeds/deed jackets, title services, real property appraisals, real property acquisition/negotiation services, or recordation services.
- Scope does not include setting of property corner monuments or other marks on old or new property lines.

### **Task 4 – Bid Support**

During the bidding period, EKI will participate in a pre-bid meeting, provide the District responses to questions from prospective bidders, prepare up to two addenda, and provide a review of bids to

determine if bids are responsive and responsible. EKI will prepare a conformed set of contract documents that incorporates any changes included in the addenda.

Deliverables:

- Pre-bid meeting agenda and minutes.
- Response to bidders' questions.
- One addendum in PDF format.
- Bid tabulation and review email.
- Conformed contract documents in PDF format and five (5) 22" x 34" hard copies.

EKI Assumptions:

- EKI will coordinate with the plan house to host the Bid Documents. The District will pay any fees directly to the plan house.
- Pre-bid meeting will be held in person at the Project site.
- Responses to bidder's questions will be transmitted electronically.
- No more than two bid addenda will be required.

**Task 5 –Engineering Services During Construction**

EKI will provide engineering services during construction. These services will focus on the following: one pre-construction meeting, periodic progress meetings, progress payment reviews and approvals, potential change order (PCO) tracking, contract change order (CCO) preparation and negotiation, submittal reviews, and request for information (RFI) support. EKI will prepare record drawings from the Contractor's redline drawing submittal at the end of the Project.

Deliverables:

- Submittal review letters.
- RFI response letters.
- Preconstruction meeting agenda and minutes.
- Progress meeting agenda and minutes (2 assumed).
- Progress Payment review letters (4 assumed).
- CCOs (2 assumed).
- PDF copy of Record Drawings.

EKI Assumptions:

- EKI will maintain submittal, RFI, PCO, CCO, and issues logs.
- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.

- EKI will review up to 30 submittals and 10 resubmittals at an assumed level of effort of 3 hours per review for non-complex submittals and 8 hours of review for the HDD-related submittals.
- EKI will review up to 3 RFIs at a level of effort of 4 hours per review.
- EKI will attend the in-person preconstruction meeting.
- EKI will inspect HDD activities (assume 8 days of inspection)
- EKI will recommend payment for all progress payments and prepare CCOs.
- EKI will participate in the punch list walk through.
- The District will provide inspection services and will issue Notice of Award, Notice to Proceed, and review contractor quantities on each invoice.
- EKI will prepare record drawings based on the redline drawings provided by the Contractor.

## **PROJECT SCHEDULE**

EKI anticipates that the design will be completed within four (4) months of notice to proceed. Bid and construction-phase services will be completed in a timely manner, consistent with the District's schedule for bidding and construction. EKI will prepare a detailed Project schedule as an initial task.

## **COMPENSATION FOR CONSULTING SERVICES**

We propose 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 propose a budget of \$219,100 for the completion of tasks 1 through 5. The proposed budget is presented by task in Table 2 and detailed in Table 3, attached.

**Table 2. Proposed Cost by Tasks**

<b>Task</b>	<b>Description</b>	<b>Task Total</b>
1	Base Map Development	\$10,300
2	Design Services	\$92,700
3	Property Acquisition Support Services	\$31,800
4	Bid Support Services	\$9,000
5	Construction Management and Engineering Services During Construction	\$75,300
<b>Total Estimated Budget</b>		<b>\$219,100</b>

**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.

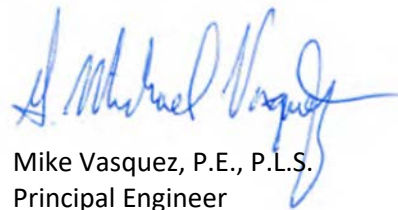
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

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

Figure 1 – Conceptual Project

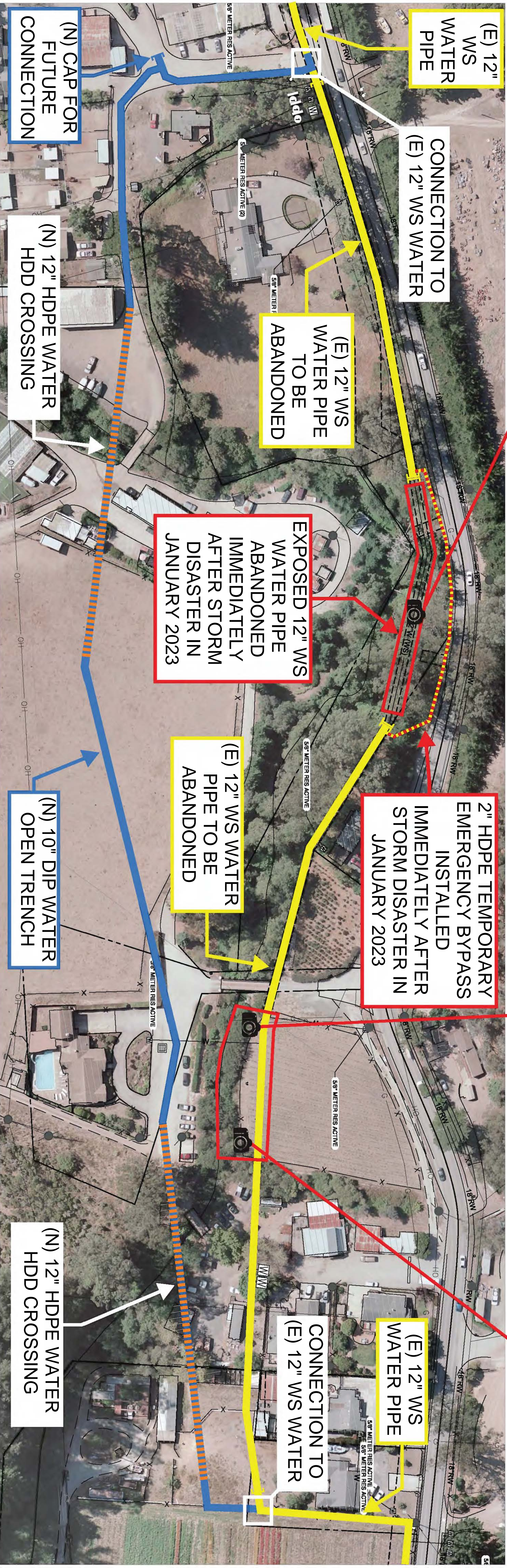
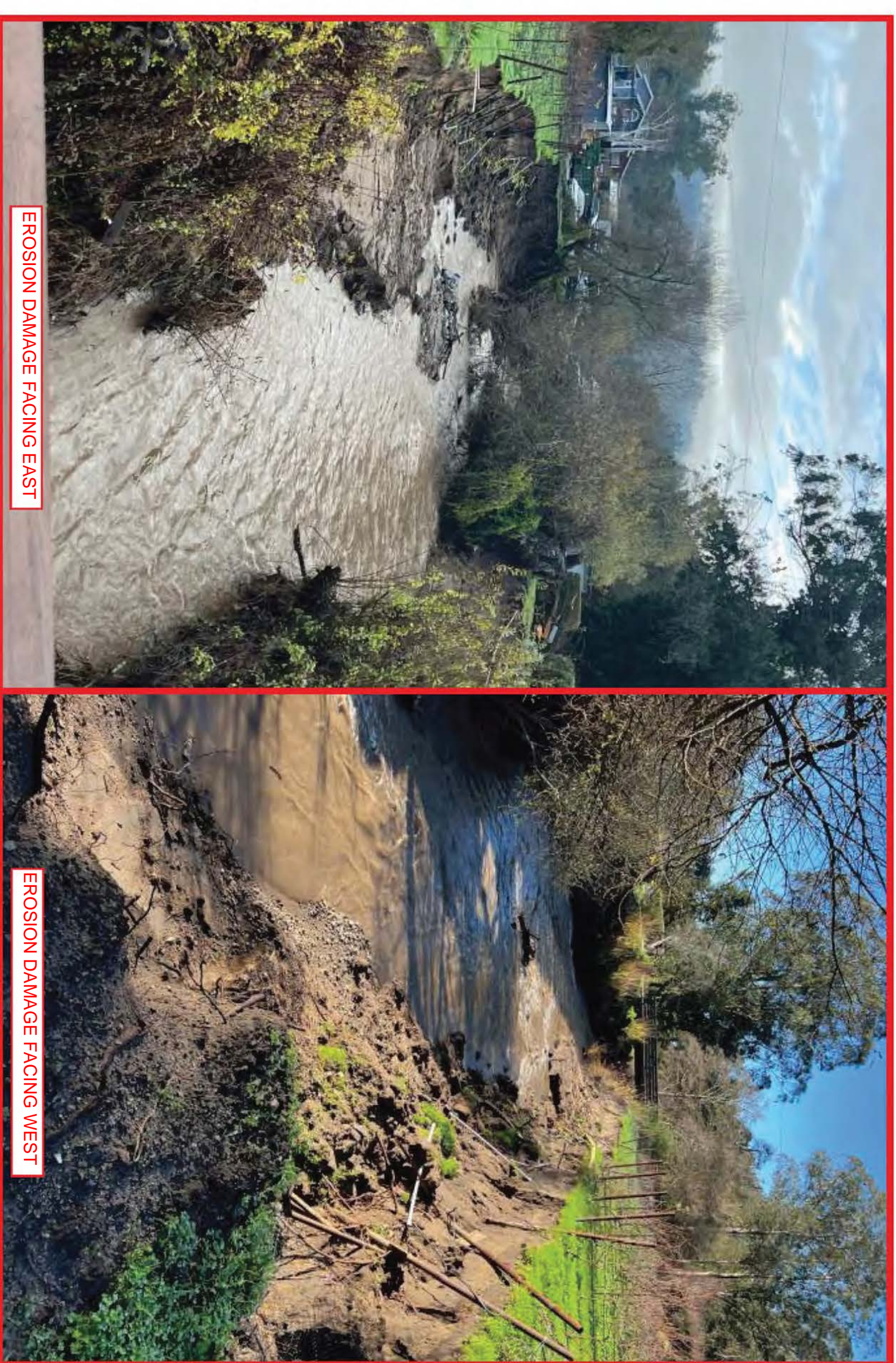
Table 2 – Estimated Budget

EKI Schedule of Charges, dated 2 January 2023

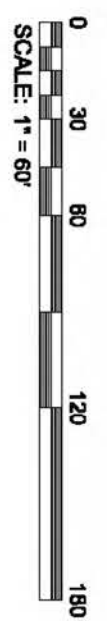
PIPE EXPOSURE AND DAMAGE CAUSED BY THE JANUARY 2023 WINTER STORM DISASTER.



EROSION DAMAGE AND RISK OF PIPELINE EXPOSURE CAUSED BY THE JANUARY 2023 WINTER STORM DISASTER.



**CONCEPTUAL MAP**  
NOT FOR CONSTRUCTION



NOTES:  
1. SERVICE RECONNECTIONS AND NEW HYDRANT LATERALS NOT SHOWN.

**HIGHWAY 92 POTABLE WATER PIPELINE EMERGENCY RESTORATION PROJECT**  
COASTSIDE COUNTY WATER DISTRICT

**CONCEPTUAL MAP**

**eki** environment & water

2001 JUNIPERO SERRA BOULEVARD, SUITE 300  
DALY CITY, CALIFORNIA 94014  
(850) 292-9100 • FAX (850) 552-8012

DATE: MARCH 2023				
SCALE: AS SHOWN				
DRAWN:				
DESIGNED:				
APPROVED:				
JOB NO.: B80108.25	REV	DESCRIPTION	APPROD	DATE

**VERIFY SCALE**  
BAR IS ONE INCH ON ORIGINAL DRAWING.

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

SHEET NUMBER



**Table 3. Estimated Budget - Engineering Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project**

Coastside County Water District, Half Moon Bay, California  
(EKI C3-068)

TASKS	ESTIMATED EKI HOURLY LABOR				LABOR COST (\$)	SUBS	DIRECT COSTS					TOTAL			
	G4 Engineer	Jordan Gans	Jonathan Sutter, P.E.	Mike Vasquez, P.E.			O'Dell Engineering	UNIT	QUANTITY	UNIT COST	TOTAL COST	MARKUP ON DIRECT COSTS	TOTAL DIRECT COSTS	TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
<b>Task 1 - Base Map Development</b>															
Project Management			2		\$618							\$618			
Site Walk and Supplemental Data Collection	10	10	4		\$5,016		LS	1	\$500	\$500	\$50	\$550	\$5,566		
Finalize Base Map	4	12	2		\$3,730								\$3,730		
Communications Fee (EKI Labor Only)								4%	\$9,364			\$375	\$375		
<b>Task 1 Subtotal</b>	14	22	8		\$9,364						\$50	\$925	\$10,289	\$10,300	
<b>Task 2 - Design Services</b>															
Project Management			16		\$4,944								\$4,944		
Prepare Settlement, Hydrofracture, and Pullback Calculations		36	12		\$10,908								\$10,908		
Develop 90% Drawings	36	96	24		\$33,024								\$33,024		
Develop 90% Specifications	12	24	12		\$10,644								\$10,644		
Develop 90% Opinion of Probable Costs and Construction Schedule	4	6	4		\$3,148								\$3,148		
Evaluate Temporary and Permanent Easement Requirements	8	4	2		\$2,842								\$2,842		
Prepare Basis of Design Memorandum	20	12	8		\$8,432								\$8,432		
QA/QC 90% Design Submittal				8	\$2,560								\$2,560		
Prepare, Conduct, and Document 90% Design Review	2	4	2		\$1,774								\$1,774		
Develop Final Design Submittal	20	16	8		\$9,232		LS	1	\$300	\$300	\$30	\$330	\$9,562		
QA/QC Final Design Submittal				4	\$1,280								\$1,280		
Communications Fee (EKI Labor Only)								4%	\$88,788			\$3,552	\$3,552		
<b>Task 2 Subtotal</b>	102	198	88	12	\$88,788						\$30	\$3,882	\$92,670	\$92,700	
<b>Task 3 - Property Acquisition Support Services</b>															
Project Management		2	4		\$1,636								\$1,636		
Preparation of Easement Exhibits	16	8	4		\$5,684								\$5,684		
Meeting with Property Owners			8		\$2,472								\$2,472		
Preparation of Land Description Packages		8	4		\$2,836	\$17,000					\$1,700	\$18,700	\$21,536		
Communications Fee (EKI Labor Only)								4%	\$12,628			\$505	\$505		
<b>Task 3 Subtotal</b>	16	18	20		\$12,628	\$17,000					\$1,700	\$19,205	\$31,833	\$31,800	
<b>Task 4 - Bid Support Services</b>															
Pre-Bid Meeting		5	3		\$1,927								\$1,927		
Provide Bid Support (Respond to Questions and prepare 1 Addendum)		10	4	1	\$3,556								\$3,556		
Bid Evaluation		2	1		\$555								\$555		
Prepare Conformed Contract Documents	6	4	1	1	\$2,343		LS	1	\$300	\$300	\$30	\$330	\$2,673		
Communications Fee (EKI Labor Only)								4%	\$8,380			\$335	\$335		
<b>Task 4 Subtotal</b>	6	21	8	2	\$8,380						\$30	\$665	\$9,045	\$9,000	
<b>Task 5 - Construction Management &amp; Engineering Support During Construction</b>															
Project/Construction Management		20	32		\$13,888								\$13,888		
Attend Pre-Construction Meeting		5	4		\$2,236								\$2,236		
Review Construction Submittals (30 Submittals and 10 Resubmittals)	48	48	30	8	\$29,974								\$29,974		
Respond to Requests for Information, RFIs (3 RFIs)		9	3		\$2,727								\$2,727		
HDD Specialty Inspection		64	16		\$17,744								\$17,744		
Attend Punchlist Walk			4		\$1,236								\$1,236		
Preparation of Record Drawings	8	8	4	1	\$4,580								\$4,580		
Communications Fee (EKI Labor Only)								4%	\$72,385			\$2,895	\$2,895		
<b>Task 5 Subtotal</b>	56	154	93	9	\$72,385								\$75,280	\$75,300	
<b>TOTALS:</b>	<b>194</b>	<b>413</b>	<b>217</b>	<b>23</b>	<b>\$191,545</b>	<b>\$17,000</b>				<b>\$1,100</b>	<b>\$1,810</b>	<b>\$27,572</b>	<b>\$219,117</b>	<b>\$219,100</b>	

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



**Proposal/Agreement Date: 9 March 2023**

**EKI Proposal/Project # C3-068**

**SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.**

**2 January 2023**

<b><u>Personnel Classification</u></b>	<b><u>Hourly Rate</u></b>
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 March 2023

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

Subject: Proposal for Environmental Services for the Highway 92 Potable Water Pipeline  
Emergency Restoration Project  
Coastside County Water District, Half Moon Bay, California  
(EKI C3-068)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District or CCWD) for environmental services for the Highway 92 Potable Water Pipeline Emergency Restoration Project (Project).

## 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 with engineering support from EKI installed approximately 650 feet of 2-inch high-density polyethylene (HDPE) 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 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 evaluated potential alternatives for restoring service in the section of the damaged and threatened pipeline. Based on that evaluation, EKI prepared a conceptual design for the Project to restore fire flow and mitigate future failures caused by creek erosion. The Project will include approximately 1,150 linear feet of new 10-inch ductile iron pipe (DIP) installed by open trench construction and approximately 900 linear feet of 12-inch HDPE installed at two (2) creek crossings by horizontal directional drilling (HDD). The Project will also include service reconnections and new hydrants.

The District is seeking Project funding under the Federal Emergency Management Agency's (FEMA) Public Assistance Program. The District has determined that the public exigency and emergency conditions caused by the significantly reduced fire flow availability to properties along Highway 92 and the risk of

future damage to the existing pipeline resulting from further stream bank erosion will not permit a delay resulting from competitive solicitation for engineering and environmental services.

Based on directions from the District, the scope of work described below covers environmental services anticipated to be required for the Project. EKI proposes to team with SWCA Environmental Consultants (SWCA) to provide this scope of work. EKI is performing geotechnical and engineering services under separate scopes of work.

### **SCOPE OF WORK**

Based on our Project understanding, EKI and SCWA propose the following specific tasks as part of this scope of work.

#### **Task 1 – Project Management and Coordination**

Under this task, EKI and SWCA staff will conduct project management and coordination tasks. EKI and SWCA will participate with CCWD staff in a kick-off meeting to discuss Project schedule, our approach to critical issues, communication protocols, and other logistical items. This task assumes up to six (6) additional one-hour meetings between SWCA, EKI, and CCWD throughout the duration of the Project.

#### **Task 2 – CEQA Categorical Exemption**

SWCA will prepare a California Environmental Quality Act (CEQA) Categorical Exemption document (CE), which will include an inventory of existing environmental resources and a description of potential environmental issues that could be triggered by the project. SWCA will review applicable County of San Mateo (County) and local planning documents to determine whether there are any special requirements or regulations that could affect the project in the study area. The CE will briefly consider all topics identified in Appendix G of the California Environmental Quality Act (CEQA) Guidelines. The evaluation of these topics will be concise yet will be discussed in sufficient detail to assess the need for further studies, analyses, or permits that may be required. Our analysis will be based primarily on a review of existing documentation and databases. The CE will include project figures to illustrate existing conditions of the site, along with specific solutions for critical issues identified during the analysis (e.g., mitigation measures/applicant-proposed measures to reduce potentially significant impacts to less than significant).

#### Deliverables:

- Draft and Final CEQA CE memorandum that includes a brief project description, a statement about which CE applies, and a brief summary of existing conditions and assessment of impacts for each potentially affected resource category.

#### **Task 3 – NEPA Categorical Exclusion**

As discussed above, EKI understands that the District is applying for funding under FEMA's Public Assistance Program. As a federal agency, FEMA is required to comply with NEPA. Therefore, as part of this phase, SWCA will evaluate the impacts of the proposed project on the human environment in accordance with NEPA. As a first step to evaluating the appropriate NEPA document, SWCA will evaluate the possibility of obtaining a Categorical Exclusion. FEMA has specific Categorical Exclusions under Executive Order 13807 and described in FEMA Instruction Manual 023-01-001-01. A Categorical Exclusion may also be

obtained by incorporating BMPs instead of mitigation to ensure the project will not have a significant effect on the human environment. Assuming these investigations result in a Categorical Exclusion determination, SWCA will proceed with the preparation of a memo report to provide Categorical Exclusion documentation.

Deliverables:

- Draft and Final NEPA Categorical Exclusion documentation that will include a brief project description, a statement about which Categorical Exclusion applies, and a brief summary of existing conditions and assessment of impacts for each potentially affected resource category.

**Task 4 – Emergency Permitting**

SWCA understands that the Project will include multiple stream crossings beneath Pilarcitos Creek and its tributaries, with the use of HDD. Pilarcitos Creek and its tributaries are likely to be considered jurisdictional by the U.S. Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), California Department of Fish and Wildlife (CDFW). However, due to the fact that CCWD intends to use HDD methods, no impacts to the bed of these stream features are anticipated, and therefore only a CDFW permit is likely to be required. Given that the flooding and waterline damage occurred during an unprecedented storm event, and there is an imminent threat to life and property of not repairing the waterline providing drinking water and fire protection to the public, it is anticipated that the Project would qualify as an emergency action by CDFW. The CDFW requires that they be notified in writing no more than 14 days after beginning the emergency work. As part of this task, SWCA will prepare an Emergency Notification Form on behalf of CCWD and submit it to CDFW through their online portal (EPIMS).

Deliverables:

- Draft and Final CDFW Emergency Notification Form

EKI Assumptions:

- No more than seven (7) one-hour meetings will be required.
- The project will qualify for a Categorical Exemption (CE) or Statutory Exemption (SE) under CEQA, such as CEQA Guidelines Section 15269: Emergency Projects, CEQA Guidelines Section 15301 Class 1: Existing Facilities or CEQA Guidelines Section 15302 Class 2: Existing Facilities.
- The project will qualify for a Categorical Exclusion under the FEMA Instruction Manual 023-01-001-01.
- The technical studies conducted by SWCA for replacing an adjacent portion of the pipeline will be sufficient to prepare the CEQA and NEPA documentation; therefore, technical studies are not included in this scope of work.
- No field visits are included.
- SWCA will respond to one consolidated round of comments from the District on each of the CEQA CE, NEPA CE, and Emergency Notification Form.

- The District will pay the permit fee for CDFW permit submittal directly to EPIMS.
- The Project will qualify for a CDFW 1610 permit for emergency work and a Lake and Streambed Alteration Agreement will not be required.
- No mitigation coordination or monitoring support is included.

## PROJECT SCHEDULE

EKI anticipates that the CEQA and NEPA documentation will be completed concurrently with the Project design and within (4) months of notice to proceed. The CDFW Emergency Notification Form will be submitted no more than 14 days after beginning of the emergency work.

## COMPENSATION FOR CONSULTING SERVICES

We propose 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 propose a budget of \$44,800. The proposed budget is detailed in Table 2, 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.

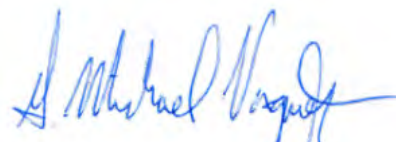
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

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

Table 2 – Estimated Budget

EKI Schedule of Charges, dated 2 January 2023

**Table 2. Estimated Budget - Environmental Services for the Highway 92 Potable Water Pipeline Emergency Restoration Project**

Coastside County Water District, Half Moon Bay, California  
(EKI C3-068)

TASKS	ESTIMATED EKI HOURLY LABOR			LABOR COST (\$)	SUBS	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL		
	Jordan Gans	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		SWCA Environmental Consulting	UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)	
	\$200	\$309	\$320											
<b>Environmental Services</b>														
1. Project Management and Coordination	4	16	1	\$6,064	\$3,619					\$362	\$3,981	\$10,045		
2. CEQA Categorical Exemption	2	2		\$1,018	\$11,686					\$1,169	\$12,855	\$13,873		
3. NEPA Categorical Exclusion	2	2		\$1,018	\$11,686					\$1,169	\$12,855	\$13,873		
4. Emergency Permitting	2	2		\$1,018	\$5,120					\$512	\$5,632	\$6,650		
Communications Fee (Eki Labor Only)							4%	\$9,118			\$365	\$365		
<b>TOTALS:</b>	<b>10</b>	<b>22</b>	<b>1</b>	<b>\$9,118</b>	<b>\$32,111</b>					<b>\$3,211</b>	<b>\$35,687</b>	<b>\$44,805</b>	<b>\$44,800</b>	

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



**Proposal/Agreement Date: 9 March 2023**

**EKI Proposal/Project # C3-068**

**SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.**

**2 January 2023**

<b><u>Personnel Classification</u></b>	<b><u>Hourly Rate</u></b>
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:** March 14, 2023

### **Report**

**Date:** March 10, 2023

**Subject:** Approval of Professional Services Agreement with Cecil and Cecil Enterprises Inc. for Construction Inspection Services for the Poplar Street Water Main Replacement Project

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### **Recommendation:**

Authorize the General Manager to retain the professional services of Cecil and Cecil Enterprises Inc. (C&C) for construction inspection services for Poplar Street Water Main Replacement Project for a not-to-exceed budget of \$49,338.40.

### **Background:**

The Poplar Street Water Main Replacement Project includes installation of 815 linear feet of 6 inch ductile iron water main, 14 services and one fire hydrant assembly.

At the District's request, C&C has submitted the attached proposal (Attachment A) for Construction Inspection Services for the Poplar Street Water Main Replacement Project

Staff proposes we utilize C&C's expertise in underground construction inspection to assist the District with needed inspection support during construction.

Based on C&C's past inspection services provided on the Grandview Water Main Replacement project, staff recommends that the Board approve a professional services agreement for inspection services for the Poplar Street Water Main Replacement Project, for a not-to-exceed amount of \$49,338.40.

### **Fiscal Impact:**

\$49,338.40 for Inspection Services.



Cecil & Cecil Enterprises, Inc.  
 3741 Business Drive, Suite 100  
 Sacramento, CA 95820

# Estimate

Date	Estimate #
2/10/2023	23002

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

Project
BD_23002 - Poplar Street Water ...

Item	Qty	Rate	Total
Inspector PW	240	155.73	37,375.20
Travel	42	54.02	2,268.84
Mileage	1,512	0.655	990.36
Lodging	32	222.00	7,104.00
Per Diem	32	50.00	1,600.00
		<b>Total</b>	<b>\$49,338.40</b>



## **DAVID STEINBECK**

### ***Construction Inspector***

David Steinbeck has more than 18 years working as a Public Works Inspector/Construction Inspector and for local municipalities. He has a complete understanding of the building of backbone infrastructure, including wet and dry utilities, building road sections and AC paving, and “Means and Methods” for reconstruction of streets and highways including all utilities. His experience also includes soils compaction and concrete testing as per specifications of projects.

## **REPRESENTATIVE PROJECT EXPERIENCE**

### **Kinshire Waterline Replacement & Street Reconstruction Phase 1B, Patterson, CA, Construction Inspector**

The Kinshire Waterline Replacement and Street Full-Depth Reconstruction Phase 1B Project is within the Kinshire subdivision and is located east of S Del Puerto Ave and west of Highway 33 in the City of Patterson. The project consists of the installation of approximately 10,000 lf of water line, 211 (1”) water services, 9,500 sq. ft. of new concrete sidewalk, 28 ADA curb ramps, and approximately 367,000 sq. ft. of pavement replacement. New water mains will be installed, and hot taps will be performed to connect to existing water after the removal of existing asphalt or concrete. Pavement rehabilitation consists of full depth pavement replacement of all streets in the project area. Mr. Steinbeck is helping to ensure construction performed by the contractor meets compliance with plans and specifications including approved submittals. Mr. Steinbeck keeps thorough Daily reports and corresponding photos.

### **Kinshire Waterline Replacement & Street Reconstruction Phase 1A, Patterson, CA, Construction Inspector**

The City of Patterson Construction inspector for the first phase of this federally funded project that included installation of ~6,900 LF of water line and water meters, new concrete sidewalk, ADA curbs and ramps, and pavement rehabilitation. Dave’s responsibilities included inspection of site work including coordination with the contractor, special inspectors, and the City. He tracked work progress with consistent daily reports, photo documentation and review of testing documents.

### **Sperry Avenue Improvements Project CM & Contract Administration Services, City of Patterson, CA, Construction Inspector**

The City of Patterson improved Sperry Avenue between Baldwin Road and American Eagle Avenue, consisting of asphalt concrete removal and replacement where existing pavement had failed, an asphalt overlay with pavement fabric, traffic signal detector loops, accessible ramp removal and replacement, and pavement striping and markings. Mr. Steinbeck provided construction inspection and coordination with the contractor, City, and inspection staff.

## **TRAINING**

30-hr. OSHA Construction Safety

## **OFFICE LOCATION**

Sacramento, CA

## **YEARS OF EXPERIENCE**

20 years - construction inspection

**The Sperry Avenue/Del Puerto Intersection Improvements Project, City of Patterson, CA, Construction Inspector**

Mr. Steinbeck provided project supervision and inspection for the Sperry Avenue/Del Puerto Intersection Improvements Project. Mr. Steinbeck provided inspection of all work, review and logging of submittals; responding to RFIs; preparing daily reports; and observing materials testing and sampling performed by the contractor. This is both a federal and state funded project.

**The Ward/Las Palmas Intersection Project, City of Patterson, Patterson, CA, Construction Inspector**

Mr. Steinbeck is providing: inspection of all work, review and logging of submittals; responding to RFIs; preparing daily reports; and observing materials testing and sampling performed by the contractor. This is a federally-funded project.

**Ward Avenue Water Main Construction Observation, City of Patterson, CA, Construction Inspector**

Mr. Steinbeck provided construction observation for the Ward Avenue water main replacement project. Work included providing construction observation on a full-time basis (5 days a week) for a duration of 5 weeks, preparing daily reports, and coordinating on testing and sampling with the RE. CCE provided daily reports and photographs, construction reporting, and coordinated with the RE on testing and sampling.

**North Plant Water Quality Control Facility, City of Manteca, CA, Construction Inspector/Public Works Inspector**

Mr. Steinbeck was responsible for all aspects of day to day inspections for North Plant Aeration Basin upgrades and IPS upgrades and modifications. As part of this large City-wide project, he also worked on the Union Road Sewer Pump Station upgrades.

**San Joaquin Pipeline Systems and Rehabilitation, Eastern Segment and Auxiliary Systems (Hetch Hetchy Project), San Francisco Public Utilities Commission (SFPUC), Quality Control Inspector**

The SFPUC's Hetch Hetchy Water System provides water to 2.4 million people in Alameda, Santa Clara, San Mateo, and San Francisco counties, either directly or indirectly through our 28 regional wholesale customers. Some residents of Tuolumne County, including the Town of Groveland, also receive water from this system. Eighty-five percent of this water comes from the Upper Tuolumne River Watershed in the Sierra Nevada Mountains, where it is stored in Hetch Hetchy Reservoir and then transported via the San Joaquin Pipeline System 47.5 miles across California's Central Valley to the Bay Area. The existing system includes three large diameter pipelines that range in age from 42 to 78 years old. Rated capacities for SJPL No. 1, No. 2, and No. 3 are 70, 80, and 160 million gallons of water per day (mgd), respectively. Mr. Steinbeck provided quality control inspection services for this project.

**Major Capital Expenditure Projects, City of Oakdale, Oakdale, CA, Public Works Inspector/Construction Inspector**

Mr. Steinbeck provided construction inspection for the City of Oakdale on their major capital expenditure projects and inspection of public works projects at various facilities, including:

- Bianchi Community Center, \$3.25 Million
- Gene Bianchi Plaza, \$3 Million
- Oakdale Fire Station #2, \$3.5 Million
- Oakdale Waste Water Treatment Plant, 2010-2011 Upgrades, \$16 Million
- Wastewater Treatment Plant Upgrade, \$2.5 Million

## **STAFF REPORT**

**To: Coastside County Water District Board of Directors**

**From: James Derbin, Superintendent of Operations**

**Agenda: March 14, 2023**

**Date: March 10, 2023**

**Subject: Nunes Water Treatment Plant Upgrades Project Update #19**

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### **Informational Item**

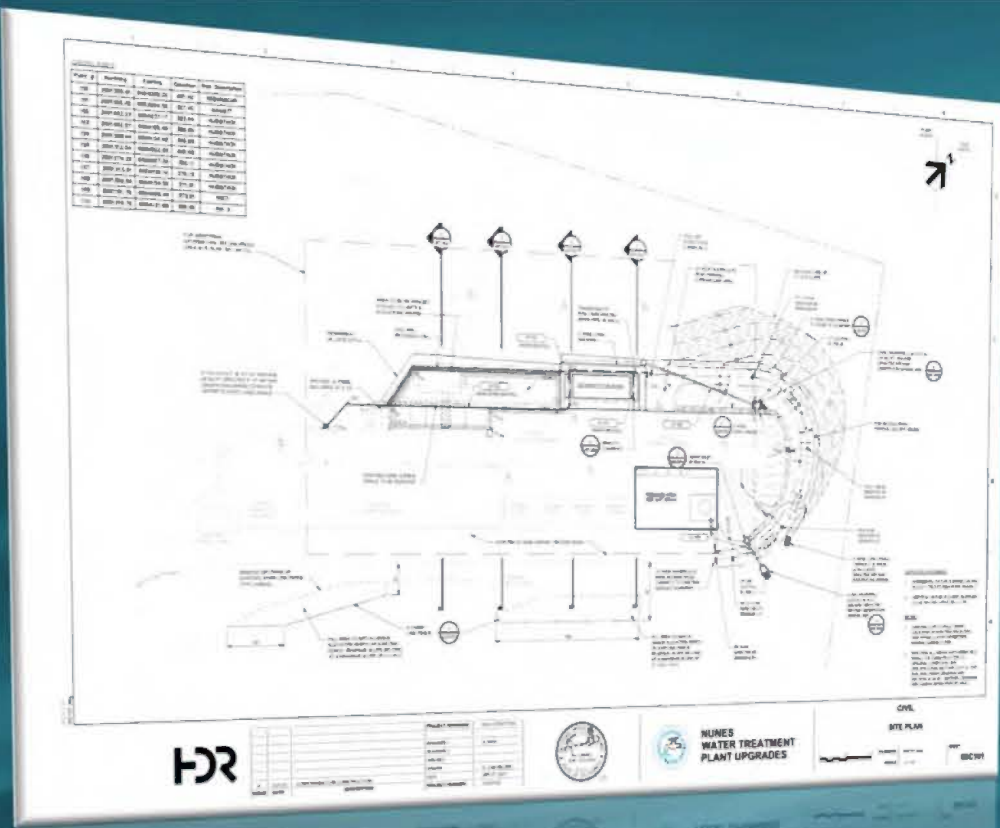
The Nunes Water Treatment Plant Upgrade Project official contractual start date was August 16, 2021. This is monthly project update #19.

Ranger has been able to procure most of the parts needed to remobilize and stay busy. In the last month the following progress has been made:

- Motor Control Center (MCC) Factory Testing complete
- Preparation for the interior demo of filter #4, removal of filter media and underdrain complete
- Working on layout and installation of new underdrains
- Valves scheduled for delivery early April
- Sed Basin Slide Gate expected end of April or Early May 2023

The estimated completion date has been pushed out one month to February 2024.

Freyer and Loretta, 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 14, 2023 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>	0	Approved Change Order Added	\$0
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	0%
Total Contract Duration	720	Total Contract Approved	\$8,339,915.00
Elapsed (Start Date 8/16/2021)	575	Billed to Date <sup>1</sup>	\$5,399,900.00
Remaining Days	145	Remaining Value	\$2,940,015.00

<sup>1</sup> Billed to date value is the contract work complete including the 10% retention that will be paid to Contractor upon project completion.

# Construction Progress Update #19

## Progress since Previous Board Meeting:

- Motor Control Center (MCC) Factory Testing completed.
- Successful shutdown of Filter #4.
- Set up davit arm, ladders, and safety equipment for work in Filter #4.
- Removal of existing filter media from Filter #4.
- Demolition of filter underdrain system, chipping out all grout.
- Concrete repair meeting with team.



# Construction Progress Update (continued)

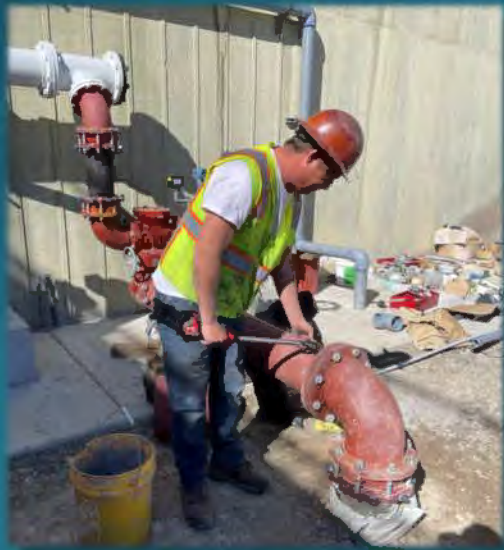
## Three-Week Look Ahead Schedule:

Major items of work anticipated over next 3-4 weeks are as follows:

- Layout and setting of anchors for the Filter #4 underdrain system.
- Prepare and pour grout for the Filter #4 floor slab.
- Set up scaffolding inside Filter #4.
- Mobilize and blast existing coating in Filter #4.
- Core holes and install air scour piping.
- Concrete repair work in Filter #4.
- Set Motor Control Center (MCC) and make connections.
- Water testing of the new caustic soda tank.
- Testing of the new caustic pumps and valves.

## Overall Project Schedule:

- The alternate Variable Frequency Drive (VFD) has been approved and is anticipated to be onsite May 2023. The critical path valves are now anticipated to be onsite in early April 2023.
- Estimated completion date is February 2024 but is pending supplier delivery of the VFD and valves.



Construction Photos

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

**Report**

**Date:** March 10, 2023

**Subject:** Consider Resolution 2023-03 Concurring in Nomination of John H. Weed of the Alameda County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA")

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### **Recommendation:**

Adopt resolution 2023-03 concurring in nomination of John H. Weed of Alameda 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 four vacancies on the ACWA-JPIA Executive Committee. John H. Weed, Member of the Board of Directors of Alameda County Water District, has requested Coastside County Water District's support of his nomination by submitting a concurring resolution.

Submittal of a concurring resolution enables John Weed to place his name on the ballot as a candidate for the ACWA-JPIA Executive Committee. The JPIA Board of Directors will cast the ballot and select the four seats from the list of candidates.

Attachments:

- A. Resolution 2023-03
- B. Correspondence from John H. Weed and Biography

RESOLUTION NO. 2023-03

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 Alameda 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 John H. Weed of Alameda 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 March 2023.

AYES:

NOES:

ABSENT:

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John Muller, President  
Board of Directors

ATTEST:

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Mary Rogren, General Manager  
Secretary of the District

BOARD MEMBERS

AZIZ AKBARI  
JAMES G. GUNTHER  
JUDY C. HUANG  
PAUL SETHY  
JOHN H. WEED

43885 SOUTH GRIMMER BOULEVARD • FREMONT, CALIFORNIA 94538  
(510) 668-4200 • [www.acwd.org](http://www.acwd.org)

MANAGEMENT

ED STEVENSON  
General Manager  
KURT ARENDS  
Operations and Maintenance  
GIRUM AWOKE  
Engineering and Technology  
LAURA J. HIDAS  
Water Resources  
JONATHAN WUNDERLICH  
Finance and Administration

February 23, 2023

VIA ELECTRONIC MAIL

Mary Rogren ([mrogren@coastsidewater.org](mailto:mrogren@coastsidewater.org))  
General Manager  
Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019-1925

Dear Ms. Rogren:

Subject: Request for Concurring Resolution Nominating John H. Weed to ACWA-JPIA Executive Committee

I write to respectfully request your agency's consideration of a concurring resolution in support of my nomination to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA-JPIA).

As you may know, ACWA-JPIA has invited member agencies to submit nominations to fill a vacancy on the ACWA-JPIA Executive Committee. As an active member of the ACWA-JPIA Board of Directors since 2012 and serving on the ACWA-JPIA Risk Management Committee, I have represented the interests of member agencies such as yours in the direction and activities of the ACWA-JPIA which provides significant value and resources to its members.

I was elected to the ACWD Board of Directors in 1995 and I currently serve as Chair of the ACWD Finance Committee and serve on the ACWA Federal Affairs Committee. The attached biography further outlines my qualifications.

Thank you in advance for your consideration. I respectfully request your support. Please do not hesitate to contact me with any questions or for more information at [john.weed@acwd.com](mailto:john.weed@acwd.com) or (510) 651-1885.

Sincerely,



John H. Weed  
Member, ACWD Board of Directors

Enclosures

## **John H. Weed**

### **Biography**

**Mr. John H. Weed** is a Board Member of the Alameda County Water District (ACWD) and has served on the ACWD Board since 1995. He is an attorney, member of California Bar, and also works in property development as President of Niles Properties, Inc. He has military experience as a Civil Engineer and water utility consultant with the United States Air Force on installations worldwide. He retired as a Colonel with the U.S. Air Force Reserves in 2000. He was previously employed as an Engineer Technician with the Santa Clara Valley Water District and was the Special Assistant to the Division Manager of Ordnance Engineering at FMC Corporation. Mr. Weed formerly served as an elected Trustee of the Ohlone Community College District from 1977 to 2010.

Since 2003 he has served on the Board of Directors of the Bay Area Water Supply and Conservation Agency and is an appointed member of the Alameda County Assessment Appeals Board. Mr. Weed also serves on the Federal Affairs Committee of the Association of California Water Agencies (ACWA) and is past Chair of the ACWA Region 5 Council. He serves as Alternate Director on the Board of the California Delta Conveyance Design and Construction Authority, a member of the Risk Management Committee of Joint Power Insurance Authority of ACWA, President of the Washington Township Historical Society, and member of the Newark Rotary Club.

Mr. Weed has a Bachelor of Science degree in Civil Engineering, and Juris Doctor degree from the University of Santa Clara. He has a Master of Business Administration degree in Finance from Eastern New Mexico University. He conducted doctoral-level graduate studies in Water Resource Administration, and Graduate Research Associate in Agricultural Economics at the University of Arizona.

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

### **Report**

**Date:** March 10, 2023

**Subject:** Consider Resolution 2023-04 Designating Applicant's Agent Authorized to Execute and to File an Application with the California Governor's Office of Emergency Services for the Purpose of Obtaining Federal Financial Assistance for an Existing or Future Grant Program

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### **Recommendation:**

Approve Resolution 2023-04 designating the General Manager as the District's agent who is authorized to execute and to file an application with the California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining federal financial assistance for an existing or future grant program.

### **Background:**

During the late December 2022 – early January 2023 storm event, the District sustained significant damage to its potable water pipeline on Highway 92. The District is applying for FEMA and other grants for funding of the repairs given the damage.

Cal OES administrates the FEMA funding process. The State of California may also provide a funding match, if applicable.

In order to move forward with the grant application process, Cal OES requires that the District approved the attached resolution.







**Please check the appropriate box below**

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): \_\_\_\_\_

Passed and approved this \_\_\_ day of March, 20 23

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
 \_\_\_\_\_  
 (Name) (Title)  
 Coastside County Water District \_\_\_\_\_, do hereby certify that the above is a true and  
 (Name of Applicant)

correct copy of a resolution passed and approved by the Board of Directors  
 \_\_\_\_\_  
 (Governing Body)  
 of the Coastside County Water District on the 14 day of March, 20 23.  
 (Name of Applicant)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

**Report**

**Date:** March 10, 2023

**Subject:** Discussion on Future Board Meeting Format

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### **Recommendation:**

For discussion only.

### **Background:**

As of February 28, 2023, Governor Newsom ended the declared COVID State of Emergency. The Board will no longer be able to use AB 361 to meet via zoom, and the Board of Directors' and Standing Committee meetings are to be held in person going forward.

The purpose of this item is to allow discussion regarding future meeting formats, including in-person vs. zoom hybrid formats for the public.

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** March 14, 2023

**Report**

**Date:** March 10, 2023

**Subject:** General Manager's Report

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### **Recommendation:**

Information Only.

### **Chris Mickelsen Is Appointed to the San Mateo Local Agency Formation Commission (LAFCo) as the Alternate Special District Member.**

The election for the LAFCo Alternate Special District Member is now complete, and Chris Mickelsen has been appointed as the Alternate Special District Member to serve through May 2024.

### **San Francisco Public Utilities Commission (SFPUC) Projected Rate Increase for Fiscal Year 2023-2024**

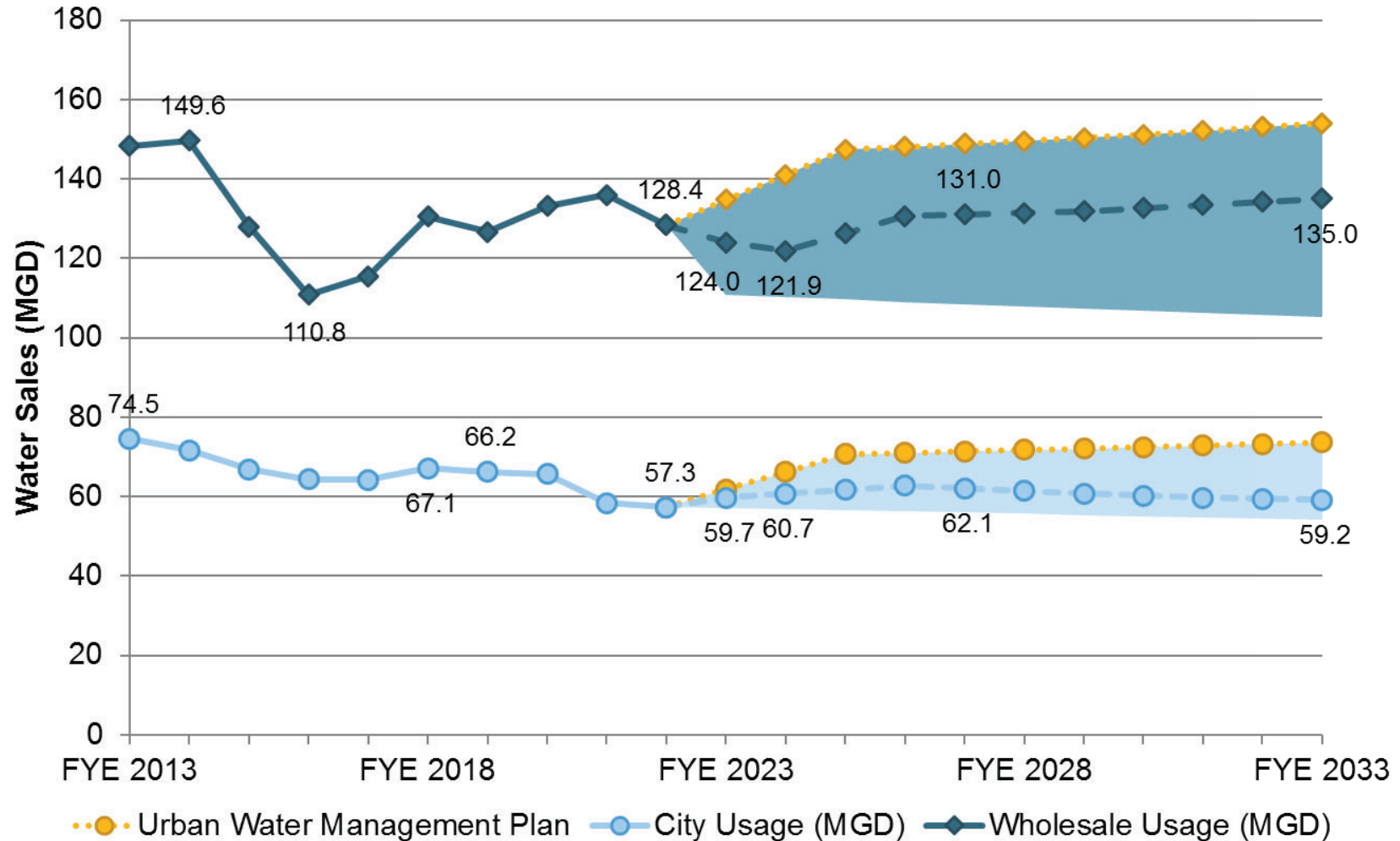
At SFPUC's annual meeting for the BAWSCA wholesale customers held February 21, 2023, SFPUC staff provided projections for a rate increase for the wholesale customers for the upcoming fiscal year at 11.6%. A rate increase is scheduled to be voted on at a Commission rate hearing in May 2023. The increase would be effective July 1, 2023.

At last year's annual meeting held in February 2022, the projected rate increase for FY 2023-2024 was 10.9%. (The 10.9% SFPUC rate increase was included in the District's rate model.)

SFPUC projections for Fiscal Years 2024-2025 through Fiscal Years 2026-2027 are at 0% assuming moderate growth in water sales. Historically the balancing account (balance to/from the wholesale customers to SFPUC) has allowed for SFPUC rate stability in recent years, however the balancing account is now at a zero balance.

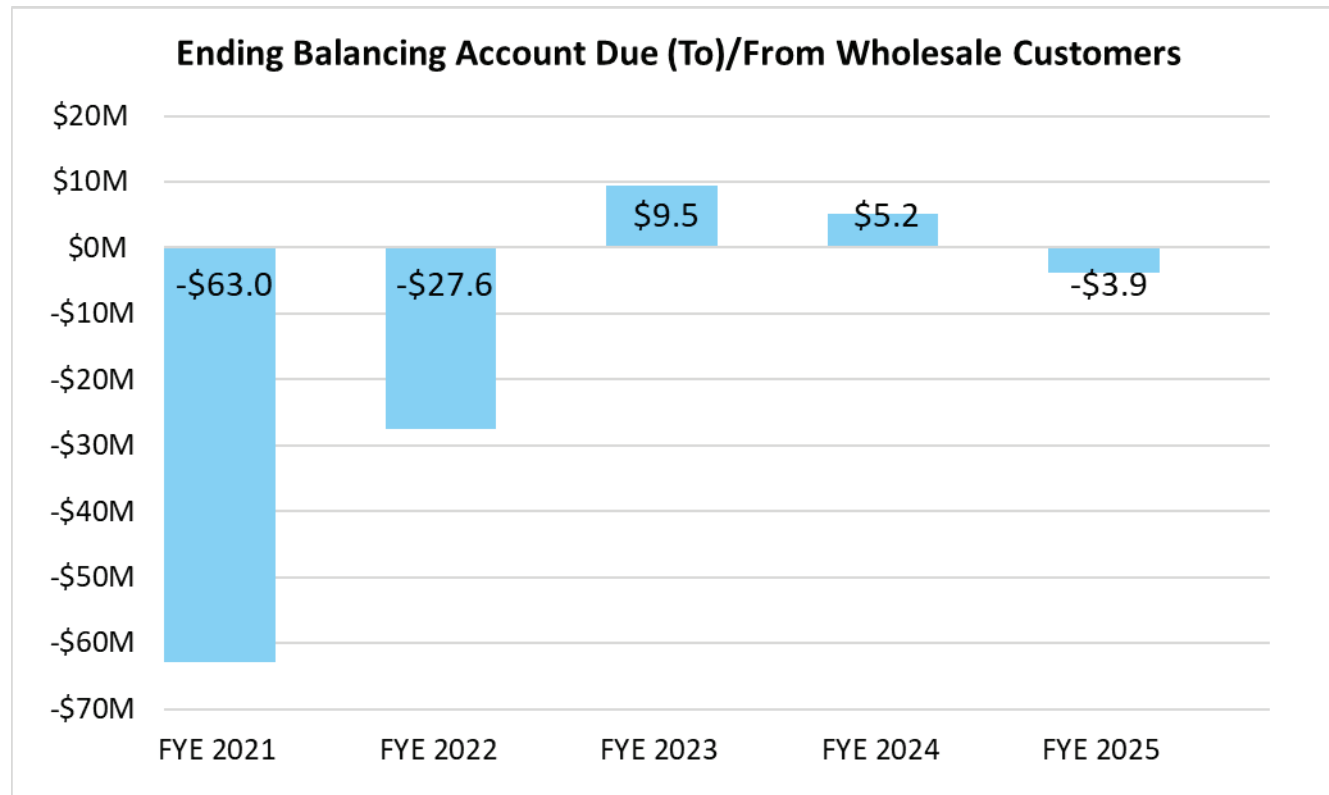
# SFPUC Regional Water System

## Water Sales: Actuals and 10-Year Financial Plan Projections



# Balancing Account Impact

- Balancing account owed to wholesale was very high in recent years, allowing for lower rates as SFPUC paid it back
- Projecting full pay-back and money owed to retail by the end of this fiscal year
- No balancing account limits ability to smooth rate increases



# Wholesale Revenue Requirement and Balancing Account

## Wholesale Revenue Requirement Summary

(\$M)	Actual		Projected				
	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
<b>Wholesale Revenue Requirement (WRR)</b>							
Operating Costs	130.5	137.0	137.2	142.0	146.0	150.2	154.4
Debt Service	147.3	158.9	158.7	160.2	173.9	175.0	188.3
Revenue-Funded Capital	9.6	16.9	16.7	16.8	16.9	17.0	17.0
<b>Subtotal WRR</b>	<b>\$287.4</b>	<b>\$312.8</b>	<b>\$312.6</b>	<b>\$318.9</b>	<b>\$336.8</b>	<b>\$342.1</b>	<b>\$359.7</b>
Adjustments & Payments	(0.3)	(0.3)	(0.2)	(0.2)	(0.3)	(0.3)	(0.3)
Debt Service Coverage	2.3	14.2	1.5	0.5	4.8	0.4	4.7
<b>Total Wholesale Revenue Requirement</b>	<b>\$289.4</b>	<b>\$326.6</b>	<b>\$313.9</b>	<b>\$319.2</b>	<b>\$341.3</b>	<b>\$342.2</b>	<b>\$364.1</b>
<b>Wholesale Rate Increase</b>	0.0%	15.9%	11.6%	0.0%	0.0%	0.0%	4.5%
Rate (\$/CCF)	\$4.10	\$4.75	\$5.30	\$5.30	\$5.30	\$5.30	\$5.54
Usage Basis (MGD)	128.4	124.0	121.9	126.2	130.6	131.0	131.4
<b>Total Wholesale Revenues</b>	<b>\$257.0</b>	<b>\$289.6</b>	<b>\$318.2</b>	<b>\$328.3</b>	<b>\$339.7</b>	<b>\$340.7</b>	<b>\$358.0</b>
<b>Balancing Account Due (To)/From Wholesale Customers</b>							
Beginning Balancing Account	(63.0)	(27.6)	9.5	5.2	(3.9)	(2.3)	(0.9)
Revenue Under/(Over) Collection	35.4	37.0	(4.2)	(9.1)	1.6	1.4	6.1
<b>Ending Balancing Account</b>	<b>(27.6)</b>	<b>9.5</b>	<b>5.2</b>	<b>(3.9)</b>	<b>(2.3)</b>	<b>(0.9)</b>	<b>5.2</b>

## **MONTHLY REPORT**

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

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### **Monthly Highlights**

- Pilarcitos wells on at ~600gpm
- Brief power outage in Pilarcitos canyon Feb. 24<sup>th</sup>. Staff switched to Pilarcitos Lake for a day.
- Three staff members successfully rotated through being on call for the first time

### **February Sources: Pilarcitos Lake/Wells**

#### **Projects**

- Nunes Water Treatment Plant Improvement Project - Ongoing
- Hach WIMS Database configured and under testing and final development
- HMB Tank Magnetic meter project - NOE filed, vault submittal approved and on order
- Staff is currently pilot testing a Halogen chlorine analyzer flow through cell/probe at Nunes
- Staff working with local Ham Radio Club to get staff volunteers licensed
- EKI
  - Grandview/Hwy 1 Crossing and Main Replacement project complete
  - Hwy 92 Emergency repair design/planning
- HDR
  - Half Moon Bay Tank replacement project  
Plans for replacement of HMB tanks 1&2 at 100% design comments in SCWA conducted a Biological survey of the site for permitting
- Stetson
  - 90% San Vicente Pipeline Design - staff comments in
- Kennedy Jenks
  - Kickoff meeting for CSP Screen Actuators Project

## **STAFF REPORT**

**To:** Board of Directors

**From:** Cathleen Brennan, Water Resource Analyst

**Agenda:** March 14, 2023

**Report:** March 9, 2023

**Subject:** Water Resources Informational Report

**Attachment:** SFPUC - February Water Supply Estimate Letter

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### **Drought Status**

The U.S. Drought Monitor continues to show weekly improvement to drought conditions across the state. Although drought conditions have improved, the District and SFPUC are still in a declared Water Shortage. San Mateo County is classified as abnormally dry, as shown on the graphic on page 3 of this report.

The month of February started dry but late month storms provided 4.28 inches of rain in Half Moon Bay. The total precipitation in Half Moon Bay from October 2022, through February 2023 is 25.42 inches.

### **SFPUC 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. All curtailments of water rights and claims within the delta watershed due to drought remain temporarily suspended. Attached is a letter from SFPUC with the status of the RWS in more detail. Reservoir storage for the RWS is shown on page 2 of this report.





## February 21, 2023 Reservoir Storage

Reservoir	Current Storage <sup>1,2,3</sup> (AF)	Maximum Storage <sup>4</sup> (AF)	Available Capacity (AF)	Percent of Maximum Storage	Normal Percent of Maximum Storage <sup>5</sup>
<u>Tuolumne System</u>					
Hetch Hetchy	292,700	360,360	67,660	81.2%	<b>66.6%</b>
Cherry	210,600	273,345	62,745	77.0%	-
Eleanor	19,500	27,100	7,600	72.0%	-
Water Bank	570,000	570,000	0	100.0%	<b>99.1%</b>
<b>Total Tuolumne Storage</b>	<b>1,092,800</b>	<b>1,230,805</b>	<b>138,005</b>	<b>88.8%</b>	-
<u>Local System</u>					
Calaveras	90,609	96,670	6,061	93.7%	-
San Antonio	52,355	53,266	911	98.3%	-
Crystal Springs	54,349	68,953	14,604	78.8%	-
San Andreas	15,907	19,027	3,120	83.6%	-
Pilarcitos	2,586	3,125	539	82.7%	-
<b>Total Local Storage</b>	<b>215,806</b>	<b>241,042</b>	<b>25,236</b>	<b>89.5%</b>	-
<b>Total System Storage</b>	<b>1,308,606</b>	<b>1,471,847</b>	<b>163,241</b>	<b>88.9%</b>	<b>80.5%</b>
<b>Total without water bank</b>	<b>738,606</b>	<b>901,847</b>	<b>163,241</b>	<b>81.9%</b>	-

## Current California Drought Conditions

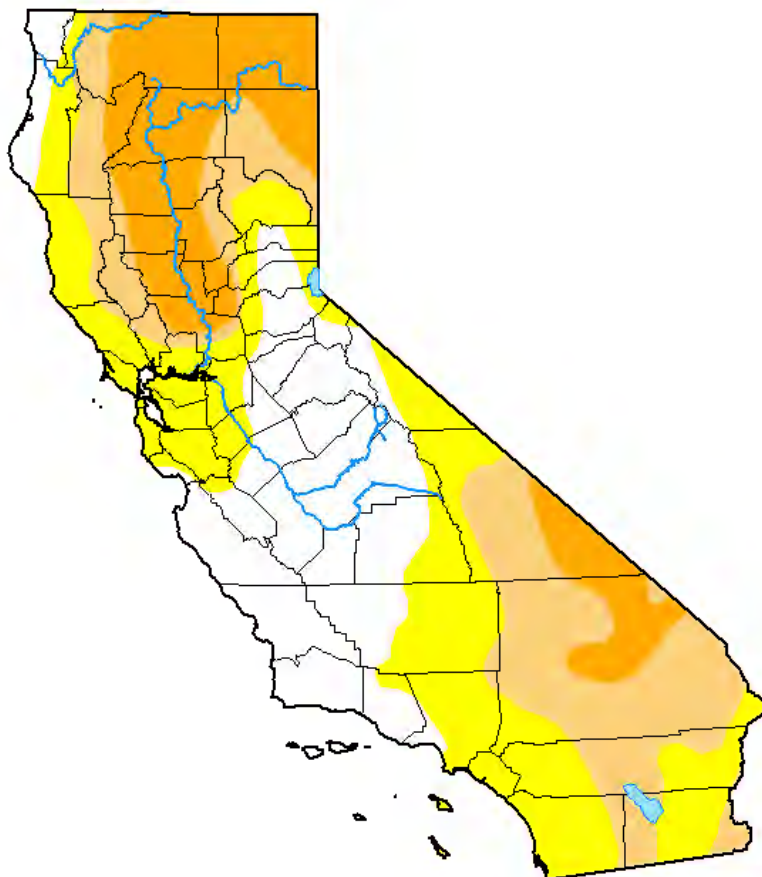
Drought conditions have improved across the state, as shown in the graphic below.

### U.S. Drought Monitor California

**March 7, 2023**

(Released Thursday, Mar. 9, 2023)

Valid 7 a.m. EST



*Drought Conditions (Percent Area)*

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	26.84	73.16	43.06	19.00	0.00	0.00
<b>Last Week</b> <small>02-28-2023</small>	16.71	83.29	49.13	24.96	0.00	0.00
<b>3 Months Ago</b> <small>12-06-2022</small>	0.00	100.00	99.48	84.97	40.08	12.73
<b>Start of Calendar Year</b> <small>01-03-2023</small>	0.00	100.00	97.93	71.14	27.10	0.00
<b>Start of Water Year</b> <small>09-27-2022</small>	0.00	100.00	99.76	94.01	40.91	16.57
<b>One Year Ago</b> <small>03-08-2022</small>	0.00	100.00	100.00	86.98	12.82	0.00

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:

Deborah Bathke  
National Drought Mitigation Center



[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)

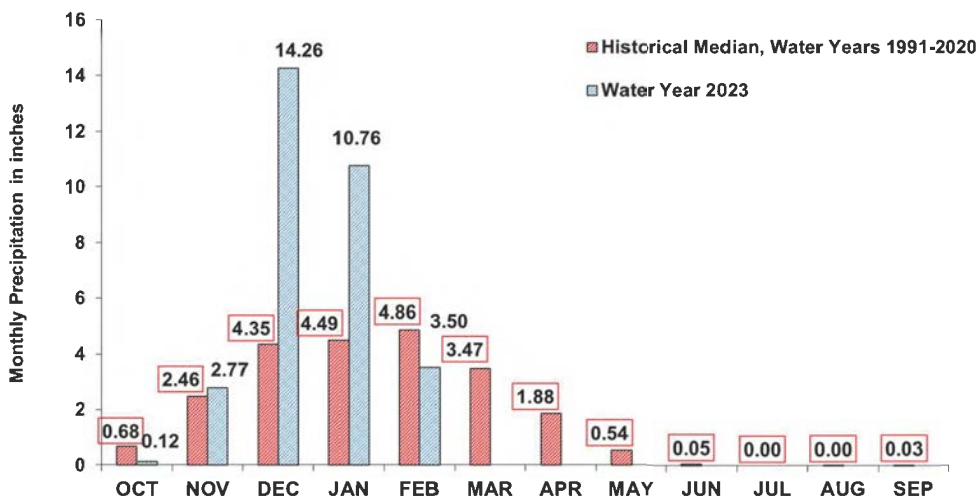


TO: SFPUC Wholesale Customers  
 FROM: Steven R. Ritchie, Assistant General Manager, Water *Steven R. Ritchie*  
 DATE: March 1, 2023  
 RE: Water Supply Availability Update

This memo provides the water supply availability update for Water Year 2023 and the current hydrologic conditions.

While the month of February was appearing somewhat dry, precipitation in the last week and the current storm are expected to bring February totals to at or above average. As the charts below show, both the Hetch Hetchy watershed and the local watersheds are well above normal precipitation to date. The Bay Area 7 Stations total precipitation so far this year is 31.41 inches or 137.75% of normal annual total. The Upcountry 6 Stations total precipitation is 40.98 inches which is 111.72% of normal annual total. Hetch Hetchy precipitation is 39.98 inches for this Water Year, or 174% of median-to-date. The first snow survey of the season performed in early February indicated a snowpack well above median to date. The results of our second snow survey have not been performed due to weather but low elevation snow sensors indicate above median conditions at about 160% of April 1<sup>st</sup> snowpack.

### Bay Area 7-station Precipitation Index as of February 26, 2023

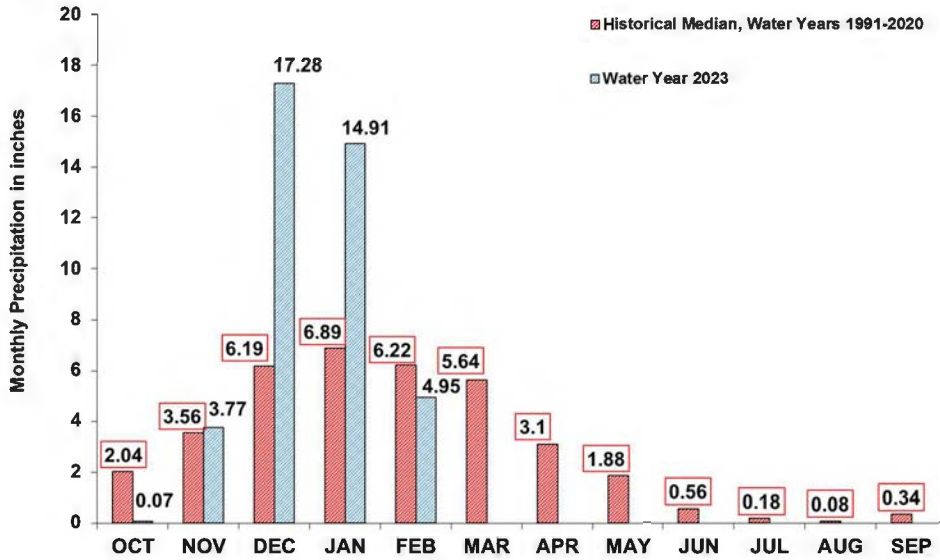


- London N. Breed**  
Mayor
- Newsha K. Ajami**  
President
- Sophie Maxwell**  
Vice President
- Tim Paulson**  
Commissioner
- Anthony Rivera**  
Commissioner
- Kate H. Stacy**  
Commissioner
- Dennis J. Herrera**  
General Manager

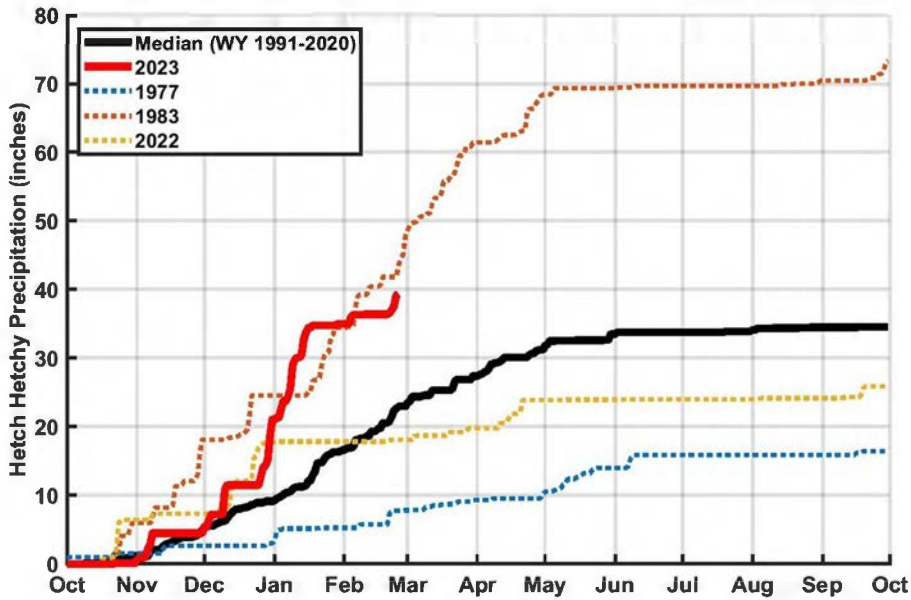
**OUR MISSION:** To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



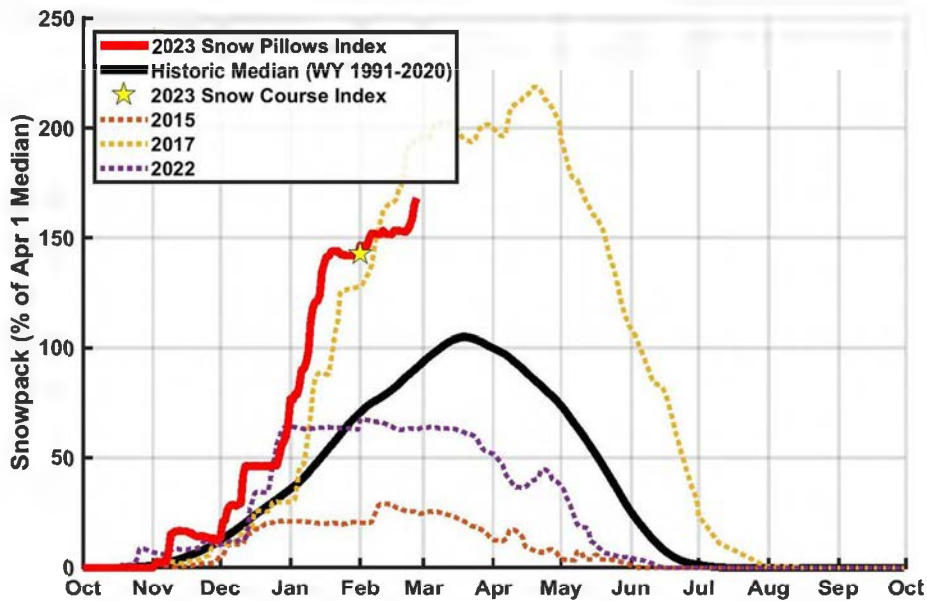
### Upcountry 6-station Precipitation Index as of February 26, 2023



### Hetch Hetchy Precipitation as of February 27, 2023



### Upcountry Snowpack as of February 26, 2023



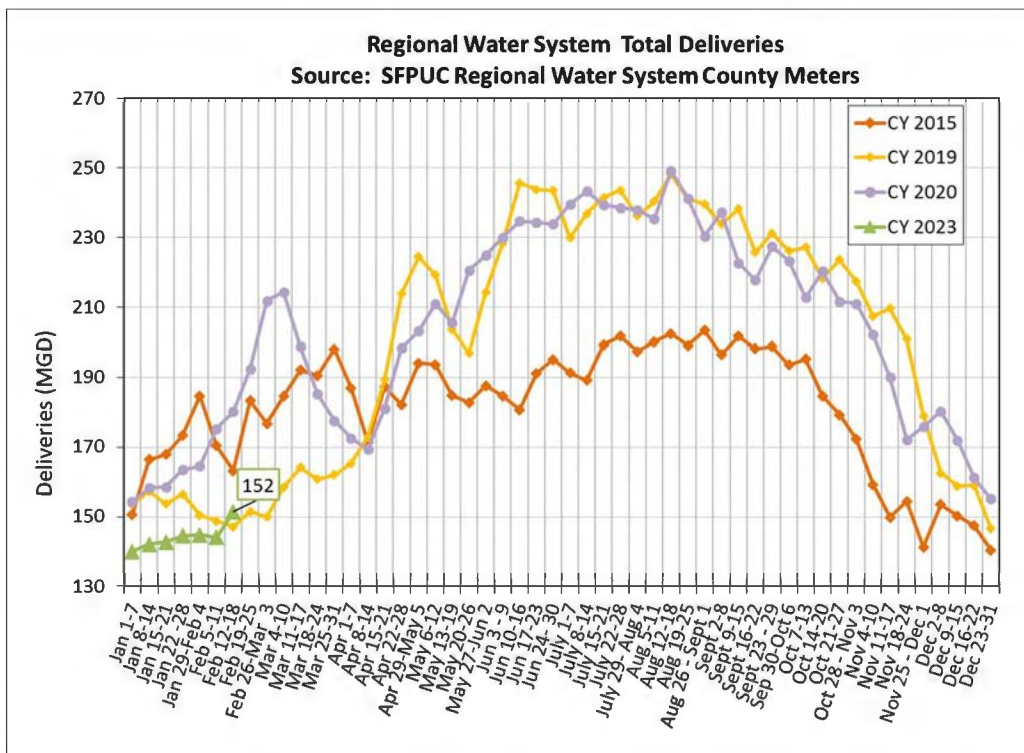
Total System Storage is at 1,295 TAF or 88% of capacity while the median for this day is 80.7% of capacity. Hetch Hetchy storage is at 287.1 TAF or 79.7% of capacity while the median for this day is 66.1% of capacity. Storages are generally above median conditions due to the Mountain Tunnel shutdown and high inflows earlier in the Water Year.

**Storage as of: 27-Feb-2023**

Reservoir	Current	Maximum	Available	Percent of	Normal
	Storage <sup>1,2,3</sup>	Storage <sup>4</sup>	Capacity	Maximum	Percent of
	(AF)	(AF)	(AF)	Storage	Maximum
				Storage <sup>5</sup>	Storage <sup>5</sup>
<u>Tuolumne System</u>					
Hetch Hetchy	287,100	360,360	73,260	79.7%	<b>66.1%</b>
Cherry	203,900	273,345	69,445	74.6%	-
Eleanor	19,890	27,100	7,210	73.4%	-
Water Bank	570,000	570,000	0	100.0%	<b>99.8%</b>
<b>Total Tuolumne Storage</b>	<b>1,080,890</b>	<b>1,230,805</b>	<b>149,915</b>	<b>87.8%</b>	-
<u>Local System</u>					
Calaveras	90,362	96,670	6,308	93.5%	-
San Antonio	52,319	53,266	947	98.2%	-
Crystal Springs	52,771	68,953	16,182	76.5%	-
San Andreas	16,062	18,572	2,510	86.5%	-
Pilarcitos	2,599	3,125	526	83.2%	-
<b>Total Local Storage</b>	<b>214,113</b>	<b>240,586</b>	<b>26,473</b>	<b>89.0%</b>	-
<b>Total System Storage</b>	<b>1,295,003</b>	<b>1,471,391</b>	<b>176,388</b>	<b>88.0%</b>	<b>80.7%</b>
<b>Total without water bank</b>	<b>725,003</b>	<b>901,391</b>	<b>176,388</b>	<b>80.4%</b>	-

The extremely wet conditions in December and January and the existing snowpack have given confidence that Regional Water System will fill this year. The second snow survey and final snow survey at the end of March will confirm snowpack conditions and boost the certainty of system refill. However, while curtailments continue to be suspended on the Tuolumne River, the possibility of curtailments being reinstated in this Water Year are real and could affect the ability to refill the entire water system. The SFPUC continues to analyze the effects of potential curtailment reinstatement in making operational decisions.

At this time, while the SFPUC is not making any requests for additional water demand reductions beyond the voluntary systemwide 11 percent reduction, until we have certainty of system refill and have a better understanding of the State’s intentions regarding its emergency drought declarations, the SFPUC cannot ensure lifting these demand reduction requests at this time. Notably, as the chart shows below, the wet weather has kept demands throughout the service area low. Current systemwide reductions are provided in the table below. The SFPUC will issue a final water supply availability memo in early April following the last snow survey of the year.



For the Period July 1, 2022 - February 18, 2023			
CUSTOMER GROUPS	FY2019/2020 AVG. MGD	FY2022/2023 AVG. MGD	% REDUCTION
San Francisco Customers	64.0	55.3	13.6%
Wholesale Customers	135.5	121.5	10.3%
<b>TOTAL</b>	<b>199.5</b>	<b>176.9</b>	<b>11.4%</b>