

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, May 10, 2022 - 7:00 p.m.

AGENDA

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom will not be open to the public for the May 10, 2022, Regular Meeting of the Board of Directors of the Coastside County Water District. This meeting will be conducted remotely via teleconference only.

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

How to Join Online or by Phone

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

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

Join Zoom Meeting

<https://us06web.zoom.us/j/93778260596?pwd=aEpRcFlnaHdQM21PSElQWjNiN09TQT09>

Meeting ID: 937 7826 0596

Passcode: 184355

One tap mobile

+16699006833,,93778260596#,,,,*184355# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Passcode: 184355

Find your local number: <https://us06web.zoom.us/u/kbb87ncuIr>

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

- **From a computer:** (1) Using the Zoom App. at the bottom of your screen, click on "Participants" and then "Raise Hand". Participants will be called to comment in the order in which they are received. Begin by stating your name and place of residence.
OR
(2) Using the Zoom App, at the bottom of your screen click on "Chat" and then type that you wish to make a comment into the Chat Box. Ensure that the "To:" field is populated by either "Everyone" or "the Moderator". Begin by stating your name and place of residence.
- **From a phone:** Using your keypad, dial *9, and this will notify the Moderator that you have raised your hand. Begin by stating your name and place of residence. The Moderator will call on you by stating the last 4 digits of your phone number. If you wish to block your phone number dial *67 prior to dialing in. If your phone number is not displayed, the Moderator will call you by Caller number.

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

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

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

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

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

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must

complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should give their name and address and provide their comments to the Board.

4) Consider and Reaffirm Resolution 2021-06 “Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person” ([attachment](#))

5) 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 April 30, 2022: Claims: \$ 1,382,177.46; Payroll: \$ 266,402.37 for a total of \$ 1,648,579.83
April 2022 Monthly Financial Claims reviewed and approved by Director Feldman ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of April 12, 2022, 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 April 2022 ([attachment](#))
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report - March 2022 ([attachment](#))
- J. Water Service Connection Transfer Report for April 2022 ([attachment](#))

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

7) GENERAL BUSINESS

- A. Draft Fiscal Year 2022-2023 Operations and Maintenance Budget and Draft Capital Improvement Program FY 2022/2023 to FY 2031/2032. ([attachment](#))
- B. Nunes Water Treatment Plant Upgrades Project Update #9 ([attachment](#))

8) MONTHLY INFORMATIONAL REPORTS

- A. General Manager's Report ([attachment](#))
 - 75th Anniversary Activities
- B. Superintendent of Operations Report ([attachment](#))
- C. Water Resources Report ([attachment](#))
 - Water Shortage Emergency Warning and Public Outreach Update.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

10) CLOSED SESSION

- A. Pursuant to California Government Code Section 54956.9(d)(2)
Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
One Potential Case
- B. Conference with Labor Negotiators
Pursuant to California Government Code Section 54957.6
Agency Designated Representative: General Manager, Mary Rogren
Employee Organization: Teamsters Union, Local 856

11) RECONVENE TO OPEN SESSION

Public report of closed session action.

12) ADJOURNMENT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 10, 2022

Report

Date: May 6, 2022

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

Recommendation:

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

Background:

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

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

On October 8, 2021, the Board of the Directors of the Coastside County Water District adopted Resolution 2021-06. Per AB361, the Board will need to consider and reaffirm the findings of Resolution 2021-06 monthly.

By reaffirming Resolution 2021-06, the Board has considered the circumstances of the proclaimed State of Emergency and finds that the State of Emergency continues to directly impact the ability of the members to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.

RESOLUTION NO. 2021-06

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

COASTSIDE COUNTY WATER DISTRICT

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

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

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

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

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

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

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

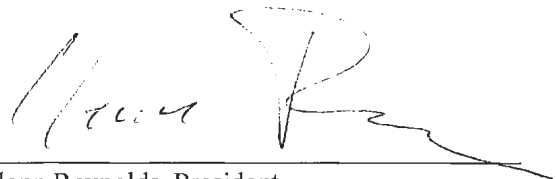
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District has considered the circumstances of the proclaimed State of Emergency, and finds that the State of Emergency continues to directly impact the ability of the members to meet safely in person, and state or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

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

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

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

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



Glenn Reynolds, President
Board of Directors

ATTEST:



Mary Rogren, General Manager
Secretary of the Board of Directors

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR APRIL 2022**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
04/06/2022	30600	ADP, INC.	\$	734.90
04/06/2022	30601	AMERICAN WATER WORKS	\$	285.00
04/06/2022	30602	ASSOC. CALIF. WATER AGENCY	\$	11,709.26
04/06/2022	30603	COMCAST	\$	273.51
04/06/2022	30604	JAMES COZZOLINO, TRUSTEE	\$	200.00
04/06/2022	30605	GEO BLUE CONSULTING, INC.	\$	412.50
04/06/2022	30606	COLUMN SOFTWARE PBC	\$	1,182.50
04/06/2022	30607	HASSETT HARDWARE	\$	814.09
04/06/2022	30608	HUE & CRY, INC.	\$	24.00
04/06/2022	30609	MASS MUTUAL FINANCIAL GROUP	\$	1,829.19
04/06/2022	30610	MIKE MCDERMOTT	\$	60.00
04/06/2022	30611	REPUBLIC SERVICES	\$	571.76
04/06/2022	30612	ROGUE WEB WORKS, LLC	\$	1,019.20
04/06/2022	30613	STANDARD INSURANCE COMPANY	\$	570.30
04/06/2022	30614	VALIC	\$	4,156.00
04/06/2022	30615	VERIZON CONNECT INC.	\$	258.30
04/06/2022	30616	US BANK NA	\$	2,870.11
04/14/2022	30617	METER READINGS HOLDING, LLC	\$	43,305.00
04/14/2022	30618	ANALYTICAL ENVIRONMENTAL SERVICES	\$	3,990.00
04/14/2022	30619	HEALTH BENEFITS ACWA-JPIA	\$	42,356.57
04/14/2022	30620	CITY OF HALF MOON BAY	\$	725.00
04/14/2022	30621	DAVIS INSTRUMENTS CORPORATION	\$	65.63
04/14/2022	30622	HDR ENGINEERING, INC	\$	5,456.13
04/14/2022	30623	MASS MUTUAL FINANCIAL GROUP	\$	2,629.19
04/14/2022	30624	MERCHANTS BANK OF COMMERCE	\$	71,650.00
04/14/2022	30625	PACIFIC GAS & ELECTRIC CO.	\$	51.22
04/14/2022	30626	PACIFIC GAS & ELECTRIC CO.	\$	30,351.66
04/14/2022	30627	PACIFICA COMMUNITY TV	\$	600.00
04/14/2022	30628	RANGER PIPELINES, INC.	\$	644,850.00
04/14/2022	30629	RAY A MORGAN COMPANY INC.	\$	917.66
04/14/2022	30630	SAN FRANCISCO WATER DEPT.	\$	63,449.18
04/14/2022	30631	TPX COMMUNICATIONS	\$	2,155.06
04/14/2022	30632	TRI COUNTIES BANK	\$	7,477.56
04/14/2022	30633	ULINE, INC	\$	849.68
04/14/2022	30634	VALIC	\$	4,156.00
04/14/2022	30635	BOSCO OIL COMPANY	\$	13,647.29
04/28/2022	30636	ANALYTICAL ENVIRONMENTAL SERVICES	\$	7,465.00
04/28/2022	30637	AT&T MOBILTY	\$	86.48
04/28/2022	30638	AT&T	\$	405.61
04/28/2022	30639	AT&T	\$	690.02
04/28/2022	30640	BADGER METER, INC.	\$	39.00
04/28/2022	30641	BALANCE HYDROLOGICS, INC	\$	14,846.62
04/28/2022	30642	BARTKIEWICZ, KRONICK & SHANAHAN	\$	225.00
04/28/2022	30643	BAY AREA AIR QUALITY MGMT DIST	\$	484.00
04/28/2022	30644	BAY AREA WATER SUPPLY &	\$	8,571.00
04/28/2022	30645	BAY ALARM COMPANY	\$	649.59
04/28/2022	30646	BIG CREEK LUMBER	\$	14.33
04/28/2022	30647	CALCON SYSTEMS, INC.	\$	2,593.13
04/28/2022	30648	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$	646.17
04/28/2022	30649	CHEMTRADE CHEMICALS US LLC	\$	2,795.00
04/28/2022	30650	PETTY CASH	\$	360.23
04/28/2022	30651	CORE & MAIN LP	\$	30,572.63
04/28/2022	30652	DATAPROSE, LLC	\$	7,362.03
04/28/2022	30653	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	968.91
04/28/2022	30654	EKI INC.	\$	22,187.57
04/28/2022	30655	EWING IRRIGATION PRODUCTS	\$	754.07

04/28/2022	30656	FREYER & LAURETA, INC.	\$	29,582.74
04/28/2022	30657	GRAINGER, INC.	\$	272.83
04/28/2022	30658	GRISWOLD INDUSTRIES	\$	1,869.39
04/28/2022	30659	HACH CO., INC.	\$	15,442.30
04/28/2022	30660	HMB BLDG. & GARDEN INC.	\$	2,003.92
04/28/2022	30661	HANSONBRIDGETT. LLP	\$	10,804.00
04/28/2022	30662	HDR ENGINEERING, INC	\$	17,156.10
04/28/2022	30663	HYDROSCIENCE ENGINEERS, INC.	\$	2,642.50
04/28/2022	30664	IAPMO	\$	225.00
04/28/2022	30665	IRON MOUNTAIN	\$	1,081.25
04/28/2022	30666	IRVINE CONSULTING SERVICES, INC.	\$	13,274.79
04/28/2022	30667	IRVINE CONSULTING SERVICES, INC.	\$	2,191.78
04/28/2022	30668	GLENNA LOMBARDI	\$	91.00
04/28/2022	30669	MASS MUTUAL FINANCIAL GROUP	\$	2,629.19
04/28/2022	30670	MISSION UNIFORM SERVICES INC.	\$	155.86
04/28/2022	30671	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	9,108.00
04/28/2022	30672	MTA PARTS, INC.	\$	10.60
04/28/2022	30673	OFFICE DEPOT	\$	428.84
04/28/2022	30674	ACI PAYMENTS, INC.	\$	150.00
04/28/2022	30675	PACIFIC GAS & ELECTRIC CO.	\$	16,969.14
04/28/2022	30676	PETERSON TRUCKS, INC	\$	3,898.74
04/28/2022	30677	FERGUSON ENTERPRISES, INC.	\$	254.27
04/28/2022	30678	ERNEST J. POLATI, JR	\$	250.30
04/28/2022	30679	PUMP REPAIR SERVICE CO. INC.	\$	81,792.50
04/28/2022	30680	DENNIS CELONI	\$	116.86
04/28/2022	30681	SAN MATEO CTY PUBLIC HEALTH LAB	\$	1,078.00
04/28/2022	30682	SILVER LINING SOLUTIONS, LLC	\$	1,937.50
04/28/2022	30683	JOSHUA SIMPSON/PAMELA DANIELS	\$	199.20
04/28/2022	30684	JIM STEELE	\$	1,000.00
04/28/2022	30685	STEVEN MELO, INC.	\$	6,750.00
04/28/2022	30686	STETSON ENGINEERS, INC.	\$	5,886.73
04/28/2022	30687	STRAWFLOWER ELECTRONICS	\$	57.29
04/28/2022	30688	TEAMSTERS LOCAL UNION #856	\$	1,432.00
04/28/2022	30689	JAMES TETER	\$	2,339.00
04/28/2022	30690	TYLER TECHNOLOGIES, INC	\$	10,653.50
04/28/2022	30691	UGSI CHEMICAL FEED, INC.	\$	2,698.69
04/28/2022	30692	UPS STORE	\$	45.02
04/28/2022	30693	USA BLUE BOOK	\$	435.38
04/28/2022	30694	VALIC	\$	4,006.00
04/28/2022	30695	VERIZON WIRELESS	\$	2,750.50
04/28/2022	30696	WEST YOST ASSOCIATES, INC	\$	874.50
04/28/2022	30697	JUAN CARLOS SALAZAR	\$	3,640.00
04/28/2022	30698	SWIFTCOMPLY US OPCO, INC	\$	1,813.00
04/28/2022	30699	KATHY CALOCA	\$	9.11
04/28/2022	30700	CC-FOTI PARTNERSHIP	\$	17.43
04/28/2022	30701	ETHAN MILLER	\$	108.71
04/28/2022	30702	KARLA MCGILLIVRAY	\$	18.21
		SUBTOTAL CLAIMS FOR MONTH	\$	1,327,521.51

WIRE PAYMENTS

04/01/2022	DFT0000402	PUB. EMP. RETIRE SYSTEM	\$	16,253.68
04/29/2022	DFT0000403	PUB. EMP. RETIRE SYSTEM	\$	14,775.72
04/15/2022	DFT0000404	PUB. EMP. RETIRE SYSTEM	\$	16,325.70
3/31/2022		BANK AND CREDIT CARD FEES	\$	7,300.85
		SUBTOTAL WIRE PAYMENTS FOR MONTH	\$	54,655.95

TOTAL CLAIMS FOR THE MONTH \$ 1,382,177.46



Monthly Budget Report

Account Summary

For Fiscal: 2021-2022 Period Ending: 04/30/2022

	April Budget	April Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	1,177,925.00	949,640.65	-228,284.35	-19.38 %	10,839,512.00	10,441,516.35	-397,995.65	-3.67 %	13,387,000.00
	Total RevType: 1 - Operating:	1,177,925.00	949,640.65	-228,284.35	-19.38 %	10,839,512.00	10,441,516.35	-397,995.65	-3.67 %	13,387,000.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,334.00	4,238.77	-95.23	-2.20 %	43,332.00	48,171.65	4,839.65	11.17 %	52,000.00
1-4180-00	Late Notice - 10% Penalty	6,000.00	0.00	-6,000.00	-100.00 %	38,000.00	0.00	-38,000.00	-100.00 %	50,000.00
1-4230-00	Service Connections	833.00	0.00	-833.00	-100.00 %	8,333.00	15,104.73	6,771.73	81.26 %	10,000.00
1-4920-00	Interest Earned	4,687.00	2,702.29	-1,984.71	-42.34 %	46,875.00	12,029.71	-34,845.29	-74.34 %	56,250.00
1-4930-00	Tax Apportionments/County Checks	250,000.00	310,821.15	60,821.15	24.33 %	760,000.00	926,800.79	166,800.79	21.95 %	780,000.00
1-4950-00	Miscellaneous Income	0.00	1,586.07	1,586.07	0.00 %	5,250.00	22,555.37	17,305.37	329.63 %	7,000.00
1-4955-00	Cell Site Lease Income	15,400.00	13,319.47	-2,080.53	-13.51 %	153,200.00	149,980.99	-3,219.01	-2.10 %	184,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	400,000.00	676,163.84	276,163.84	69.04 %	400,000.00
	Total RevType: 2 - Non-Operating:	281,254.00	332,667.75	51,413.75	18.28 %	1,454,990.00	1,850,807.08	395,817.08	27.20 %	1,539,250.00
	Total Revenue:	1,459,179.00	1,282,308.40	-176,870.60	-12.12 %	12,294,502.00	12,292,323.43	-2,178.57	-0.02 %	14,926,250.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	118,135.00	111,276.18	6,858.82	5.81 %	1,937,451.00	1,615,306.45	322,144.55	16.63 %	2,321,721.00
1-5230-00	Nunes T P Pump Expense	3,800.00	2,500.42	1,299.58	34.20 %	37,000.00	36,650.27	349.73	0.95 %	44,800.00
1-5231-00	CSP Pump Station Pump Expense	10,000.00	10,976.34	-976.34	-9.76 %	266,000.00	261,319.61	4,680.39	1.76 %	342,000.00
1-5232-00	Other Trans. & Dist Pump Expense	1,500.00	1,589.17	-89.17	-5.94 %	19,500.00	17,981.47	1,518.53	7.79 %	23,000.00
1-5233-00	Pilarcitos Canyon Pump Expense	1,000.00	22,976.26	-21,976.26	-2,197.63 %	34,600.00	57,879.50	-23,279.50	-67.28 %	36,000.00
1-5234-00	Denniston T P Pump Expense	10,000.00	6,976.99	3,023.01	30.23 %	53,000.00	53,115.84	-115.84	-0.22 %	64,000.00
1-5242-00	CSP Pump Station Operations	1,600.00	2,224.06	-624.06	-39.00 %	13,800.00	7,491.23	6,308.77	45.72 %	17,000.00
1-5243-00	CSP Pump Station Maintenance	3,000.00	6,702.96	-3,702.96	-123.43 %	31,200.00	24,004.46	7,195.54	23.06 %	38,000.00
1-5246-00	Nunes T P Operations - General	7,500.00	2,972.86	4,527.14	60.36 %	76,500.00	47,848.13	28,651.87	37.45 %	92,500.00
1-5247-00	Nunes T P Maintenance	10,700.00	4,972.49	5,727.51	53.53 %	107,000.00	57,930.36	49,069.64	45.86 %	128,400.00
1-5248-00	Denniston T P Operations-General	5,500.00	464.72	5,035.28	91.55 %	45,500.00	33,424.36	12,075.64	26.54 %	56,500.00
1-5249-00	Denniston T.P. Maintenance	7,000.00	3,790.23	3,209.77	45.85 %	119,600.00	158,482.20	-38,882.20	-32.51 %	135,600.00
1-5250-00	Laboratory Expenses	8,000.00	5,925.00	2,075.00	25.94 %	62,750.00	45,026.92	17,723.08	28.24 %	77,000.00
1-5260-00	Maintenance - General	30,000.00	15,383.99	14,616.01	48.72 %	278,000.00	296,983.39	-18,983.39	-6.83 %	358,000.00
1-5261-00	Maintenance - Well Fields	10,000.00	0.00	10,000.00	100.00 %	28,800.00	80,510.64	-51,710.64	-179.55 %	30,800.00
1-5263-00	Uniforms	0.00	0.00	0.00	0.00 %	9,300.00	12,063.26	-2,763.26	-29.71 %	10,300.00
1-5318-00	Studies/Surveys/Consulting	15,000.00	9,165.75	5,834.25	38.90 %	104,000.00	135,073.30	-31,073.30	-29.88 %	154,000.00
1-5321-00	Water Resources	2,200.00	0.00	2,200.00	100.00 %	22,300.00	5,431.22	16,868.78	75.64 %	26,700.00

Monthly Budget Report

For Fiscal: 2021-2022 Period Ending: 04/30/2022

	April Budget	April Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00 Community Outreach	8,000.00	3,242.50	4,757.50	59.47 %	44,000.00	31,547.98	12,452.02	28.30 %	60,000.00
1-5325-00 Water Shortage Program	0.00	4,991.36	-4,991.36	0.00 %	0.00	37,749.58	-37,749.58	0.00 %	0.00
1-5381-00 Legal	8,334.00	9,484.50	-1,150.50	-13.80 %	83,332.00	101,052.50	-17,720.50	-21.26 %	100,000.00
1-5382-00 Engineering	5,650.00	3,710.80	1,939.20	34.32 %	56,500.00	65,509.17	-9,009.17	-15.95 %	67,800.00
1-5383-00 Financial Services	2,000.00	0.00	2,000.00	100.00 %	18,000.00	12,731.00	5,269.00	29.27 %	22,600.00
1-5384-00 Computer Services	18,500.00	34,686.93	-16,186.93	-87.50 %	180,300.00	190,021.78	-9,721.78	-5.39 %	217,300.00
1-5410-00 Salaries/Wages-Administration	98,450.00	77,643.13	20,806.87	21.13 %	984,500.00	811,349.56	173,150.44	17.59 %	1,181,400.00
1-5411-00 Salaries & Wages - Field	140,000.00	105,619.59	34,380.41	24.56 %	1,386,000.00	1,282,041.19	103,958.81	7.50 %	1,666,000.00
1-5420-00 Payroll Tax Expense	18,400.00	14,640.73	3,759.27	20.43 %	169,900.00	150,935.96	18,964.04	11.16 %	206,700.00
1-5435-00 Employee Medical Insurance	46,350.00	39,070.84	7,279.16	15.70 %	449,400.00	401,227.80	48,172.20	10.72 %	542,100.00
1-5436-00 Retiree Medical Insurance	5,700.00	4,125.26	1,574.74	27.63 %	52,500.00	43,361.41	9,138.59	17.41 %	63,900.00
1-5440-00 Employees Retirement Plan	43,500.00	34,965.55	8,534.45	19.62 %	431,600.00	455,431.97	-23,831.97	-5.52 %	518,600.00
1-5445-00 Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
1-5510-00 Motor Vehicle Expense	6,425.00	9,519.80	-3,094.80	-48.17 %	64,250.00	59,808.06	4,441.94	6.91 %	77,100.00
1-5620-00 Office & Billing Expenses	27,100.00	42,876.66	-15,776.66	-58.22 %	272,300.00	313,666.50	-41,366.50	-15.19 %	328,500.00
1-5625-00 Meetings / Training / Seminars	2,750.00	5,055.88	-2,305.88	-83.85 %	27,500.00	13,948.01	13,551.99	49.28 %	33,000.00
1-5630-00 Insurance	13,700.00	9,733.34	3,966.66	28.95 %	135,800.00	116,148.83	19,651.17	14.47 %	163,300.00
1-5687-00 Membership, Dues, Subscript.	7,350.00	9,104.75	-1,754.75	-23.87 %	72,700.00	76,424.49	-3,724.49	-5.12 %	87,400.00
1-5688-00 Election Expenses	0.00	0.00	0.00	0.00 %	0.00	30,000.00	-30,000.00	0.00 %	0.00
1-5689-00 Labor Relations	500.00	0.00	500.00	100.00 %	5,000.00	0.00	5,000.00	100.00 %	6,000.00
1-5700-00 San Mateo County Fees	2,100.00	0.00	2,100.00	100.00 %	23,600.00	14,509.60	9,090.40	38.52 %	25,700.00
1-5705-00 State Fees	0.00	484.00	-484.00	0.00 %	34,000.00	37,686.41	-3,686.41	-10.84 %	37,500.00
Total ExpType: 1 - Operating:	699,744.00	616,853.04	82,890.96	11.85 %	7,737,483.00	7,191,674.41	545,808.59	7.05 %	9,396,221.00
ExpType: 4 - Capital Related									
1-5715-00 Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	335,825.00	335,668.71	156.29	0.05 %	335,825.00
1-5716-00 Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	322,895.00	322,894.97	0.03	0.00 %	322,895.00
1-5717-00 Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	435,168.00	434,894.80	273.20	0.06 %	435,168.00
Total ExpType: 4 - Capital Related:	0.00	0.00	0.00	0.00 %	1,093,888.00	1,093,458.48	429.52	0.04 %	1,093,888.00
Total Expense:	699,744.00	616,853.04	82,890.96	11.85 %	8,831,371.00	8,285,132.89	546,238.11	6.19 %	10,490,109.00
Report Total:	759,435.00	665,455.36	-93,979.64		3,463,131.00	4,007,190.54	544,059.54		4,436,141.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
April 30, 2022**

<u>RESERVE BALANCES</u>	Current Year as of 04/30/2022	Prior Year as of 04/30/2021
CAPITAL AND OPERATING RESERVE	\$17,296,693.15	\$10,229,899.14
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$17,546,693.15	\$10,479,899.14

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$5,197,394.38	\$5,167,211.23
CSP T & S ACCOUNT	\$48,114.52	\$32,080.21
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$2,019,575.46	\$19,448.84
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$10,280,808.79	\$5,260,358.86
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$17,546,693.15	\$10,479,899.14

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

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2021/2022

4/30/2022

* Approved June 2020

Status	Approved* CIP Budget FY21/22	Actual To Date FY21/22	Projected Year-End FY21/22	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000	\$ 39,412	\$ 50,000	\$ -	79%	Solar upgrades in process (partially covered by grant)
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Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 29,358	\$ 40,000	\$ 100,000	73%	
99-01	Meter Change Program	ongoing	\$ 20,000		\$ 20,000	\$ -	0%	

Pipeline Projects

14-27/20-08	Grandview Pipeline Replacement Project	Bid opening	\$ 1,650,000	\$ 40,230	\$ 75,000	\$ 1,575,000	0%	Bid opening in April 2022; Will award in June 2022 with Summer 2022 Construction (ap. Cost \$1.7M)
						\$ -		

Pump Stations / Tanks / Wells

08-14	Alves Tank Rehabilitation/Replacement Design	TBD	\$ 300,000			\$ 300,000	n/a	Delayed to future years
08-16	Cahill Tank Rehabilitation	TBD	\$ 125,000			\$ 125,000	n/a	Delayed to future years
20-16	Denniston Tank Rehabilitation	TBD	\$ 125,000			\$ 125,000	n/a	Delayed to future years
19-05	Tanks - THM Control	Ongoing	\$ 50,000	\$ 6,298	\$ 50,000	\$ -	0%	

Water Supply Development

14-25	Denniston/San Vicente Water Supply Development	ongoing	\$ 300,000	\$ 146,953	\$ 200,000	\$ 100,000	n/a	
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Water Treatment Plants

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 2,900,000	\$ 4,018,414	\$ 4,500,000	\$ (1,600,000)	22%	Construction started August 2021; To be completed in FY 2023/2024
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UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2021/2022

NN-00	Unscheduled CIP		\$ 100,000		\$ -	\$ 100,000	0%	
22-01	Miramontes Point Road Water Main Replacement	in design		87,520	150,000	\$ (150,000)		
66-3001	Green Slope Climber	Completed		105,216	105,216	\$ (105,216)	100%	
14-29	Purisima Way Water Main Replacement	construction		69,134	125,000	\$ (125,000)	60%	originally planned for in future CIP
21-12	Nunes Fuel Tank Replacement	in process		23,855	185,000	\$ (185,000)	90%	covered by Cal OES grant

NEW FY2020/2021 CIP TOTAL \$ 5,760,000 \$ 4,566,390 \$ 5,500,216 \$ 259,784

FY2019/2020 CIP Carryover Projects

20-07	District Office Improvements	in process	\$ 120,000	\$ 163,432	\$ 163,432	\$ (43,432)	60%	
14-01	Highway 92 - Replacement of Welded Steel Line-Phase 1	open	\$ 700,000	11,527	\$ 11,527	\$ 688,473	0%	Delayed to 2022/23
66-3001	Valve truck	Completed	\$ 75,361	\$ 75,361	\$ 75,361	\$ -	100%	Valve truck - Delivered in July 2021 - \$225K total price
22-05	Planning Software	open	\$ 60,000	\$ 7,208	\$ 60,000	\$ -	0%	Approved at August 2021 BOD meeting

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2021/2022

4/30/2022

* Approved June 2020

		Status	Approved* CIP Budget FY21/22	Actual To Date FY21/22	Projected Year-End FY21/22	Variance vs. Budget	% Completed	Project Status/ Comments
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower)	in process	\$ 700,000	\$ 77,388	\$ 350,000	\$ 350,000	D-100%	Contract awarded at April 2022 Board meeting; construction in summer 2022
14-01	Highway 92 - Replacement of Welded Steel Line-Design	in design	\$ 100,000	\$ 18,140	\$ 18,140	\$ 81,860	100%	
21-07	Carter Hill Tank Improvement Project	In design	\$ 580,000	\$ 246,909	\$ 400,000	\$ 180,000	n/a	Design in process
21-08	ESRI-Cityworks Implementation	Completed		\$ 25,000	\$ 25,000	\$ (25,000)	100%	
68-3001	General Equipment Office			\$ 24,363	\$ 24,363	\$ (24,363)	100%	
22-02	Denniston WTP Drainage & Paving			\$ 29,591	\$ 29,591	\$ (29,591)	100%	
22-03	Denniston Road Improvement (2022)	in process		\$ 2,677	\$ 85,000	\$ (85,000)	0%	
22-06	CSP Pump #2 Replacement (2022)	in process		\$ 81,793	\$ 250,000	\$ (250,000)	30%	

FY2020/2021 CARRYOVER PROJECTS	\$ 2,335,361	\$ 763,388	\$ 1,492,414	\$ 842,947	
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Green = approved by the Board/in process

TOTAL - FY 2021/2022 CIP + PRIOR YEAR CARRYOVER	\$ 8,095,361	\$ 5,329,778	\$ 6,992,630	\$ 1,102,731	
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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 Develpmnt	Recycled Water	Transfer Program	CIP	LABOR & EMPLOYMENT	Election (CVRA)	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
Apr-21	11,122			1,609	1,319					14,050
May-21	10,870			709		407				11,986
Jun-21	7,659			752	588					8,999
Jul-21	3,323									3,323
Aug-21	4,701			442		2,901				8,043
Sep-21	10,969				814					11,783
Oct-21	18,804									18,804
Nov-21	9,818			943	1,739					12,500
Dec-22	5,582			755						6,337
Jan-22	13,699					1,375			751	15,825
Feb-22	15,073				4,810		237			20,120
Mar-22	9,260				1,545					10,804
TOTAL	120,879	0	0	5,208	10,814	4,683	237	0	751	142,571

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

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

Month	Admin & Retainer	CIP	Studies and Non - CIP Project	TOTAL	Reimbursable from Projects
May-21	480		169	649	169
Jun-21	480		1,352	1,832	1,352
Jul-21	480	896	3,042	4,418	3,042
Aug-21	480			480	3,042
Sep-21	480			480	
Oct-21	480			480	
Nov-21	987			987	
Dec-21	480		3,211	3,691	3,211
Jan-22	480	507	507	1,494	507
Feb-22	480	456		936	
Mar-22	480		1,014	1,494	1,014
Apr-22	480		1,859	2,339	1,859
TOTAL	6,267	1,859	11,154	19,280	14,196

Calcon T&M Projects Tracking

4/30/2022

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/21	Project Billings FY2021-2022
Closed Projects:							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Clarifier SCADA Data	Closed	4/2/14	4/7/14	\$4,125.00	\$ 4,077.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	\$2,009.50	\$ -	
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	\$75,905.56	\$ 44,459.14	
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	\$37,953.00	\$ 27,980.71	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	\$1,370.00	\$ 1,372.00	
CAL-15-01	Main Street Monitors	Closed				\$ 6,779.42	
CAL-15-02	Denniston To Do List	Closed				\$ 2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			\$6,612.50	\$ 12,536.12	
CAL-15-04	Phase II Control System Upgrade	Closed	6/23/2015	8/11/2015	\$195,000.00	\$ 202,227.50	
CAL-15-05	Permanganate Water Flow	Closed				\$ 1,567.15	
CAL-16-04	Radio Network	Closed	12/9/2016	1/10/2017	\$126,246.11	\$ 139,200.68	
CAL-16-05	EI Granada Tank No. 3 Recoating	Closed	12/16/2016		\$6,904.50	\$ 6,845.00	
CAL-17-03	Nunes Valve Control	Closed	6/29/2017	7/11/2017	\$73,281.80	\$ 79,034.35	
CAL-17-04	Denniston Booster Pump Station	Closed	7/27/2017	8/8/2017	\$21,643.75	\$ 29,760.00	
CAL-17-05	Crystal Springs Pump Station #3 Soft Start	Closed	7/27/2017	8/8/2017	\$12,213.53	\$ 12,178.13	
CAL-18-04	Tank Levels Calibration Special	Closed	3/5/2018	3/5/2018	\$8,388.75	\$ 10,700.00	
CAL-18-05	Pilarcitos Stream Flow Gauge -Well 1 120 Service Power	Closed	3/22/2018	3/22/2018	\$3,558.13	\$ 3,997.40	
CAL-17-06	Nunes Flocculator & Rapid Mix VFD Panels	Closed	12/6/2017	12/12/2017	\$29,250.75	\$ 30,695.66	
CAL-17-01	Crystal Springs Leak Valve Control	Closed	2/8/2017	2/14/2017	\$8,701.29	\$ 18,055.88	
CAL-17-02	Crystal Springs Requirements & Addtl Controls	Closed	2/8/2017	2/14/2017	\$38,839.50	\$ 41,172.06	
CAL-18-02	Nunes Plant HMI V2	Closed	11/12/2018		\$10,913.14	\$ 9,434.90	
CAL-18-03	CSP Breakers & Handles		3/7/2018	3/7/2018	\$25,471.47	\$ 49,837.52	
CAL-18-06	Nunes VFD Project		9/6/2018	9/6/2018	\$2,381.51	\$ 895.50	
CAL-19-01	CSP Cla-Val Power Checks		2/4/2019	2/4/2019	\$15,067.91	\$ 40,475.94	
CAL-19-02	CSP Wet Well		4/1/2019	4/1/2019	\$12,960.24	\$ 12,853.20	
CAL-19-03	Pilarcitos Flow Meter Project		4/1/2019	4/1/2019	\$14,493.75	\$ 17,616.84	
CAL-19-04	CSP Main Breaker					\$	
	SCADA Systems		10/15/2019	10/15/2019	\$104,000.00	\$ 114,250.00	
	Spare 350/500 Pumps					\$ 3,327.09	
	CSP Main Breaker					\$ 5,220.00	
Closed Projects - Subtotal (pre FY2019-2021)					\$960,319.86	\$1,102,049.95	
FY 2021-2022 Open Projects:							
	Crystal Springs Solar System Backup			12/20/2021	\$18,739.00	\$	18,739.00
	Nunes Tank Radio Solar Backup			12/20/2021	\$19,927.00	\$	19,927.00
Open Projects - Subtotal					\$38,666.00	\$0.00	\$38,666.00
Other: Maintenance							
	Tanks					\$	24,807.00
	Crystal Springs Maintenance					\$	3,529.94
	Nunes Maintenance					\$	50,486.46
	Denniston Maintenance					\$	46,864.33
	Distribution System					\$	69,280.31
	Wells						
	Cellular Telemetry					\$	4,536.04
	Subtotal Maintenance					\$	199,504.08
FINAL TOTAL FY 2021/2022							\$238,170.08

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 12, 2022

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom was not open to the public for the April 12, 2022, Regular Meeting of the Board of Directors of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

The Public was able to participate in the public meeting by joining the meeting 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 Bob Feldman called the meeting to order at 7:00 p.m. Participating in roll call via Zoom Video Conference: Directors Ken Coverdell, Chris Mickelsen, Glenn Reynolds and Vice-President Muller.

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

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

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

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

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

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

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

5) CONSENT CALENDAR

- A.** Approval of disbursements for the month ending March 28, 2022:
Claims: \$ 1,191,071.15; Payroll: \$182,221.23 for a total of \$1,373,292.38
March 2022 Monthly Financial Claims reviewed and approved by Director Reynolds
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of March 8, 2022, Regular Board of Directors Meeting
- D.** Approval of Minutes of March 8, 2022, Special Board of Directors Meeting
- E.** Approval of Minutes of March 24, 2022, Special Board of Directors Meeting
- F.** Installed Water Connection Capacity and Water Meters Report
- G.** Total CCWD Production Report
- H.** CCWD Monthly Sales by Category Report March 2022
- I.** Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- J.** Monthly Rainfall Reports
- K.** SFPUC Hydrological Conditions Report – February 2022
- L.** Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2020-2021
- M.** Approval for Vice-President Muller to attend Association of California Water Agencies (ACWA) Spring Conference in Sacramento May 3-4, 2022

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

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

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

Vice-President Muller attended the March 16, 2022, ACWA Region 5 Board meeting. Vice-President Muller & President Feldman attended a Human Resources Committee meeting on April 7, 2022. Vice-President Muller reported he will be on a panel at the May 3, 2022 ACWA Conference to discuss water issues facing coastal communities in California.

7) GENERAL BUSINESS

A. Award of Contract to Golden Bay Construction for Replacement of the 8-Inch Pipeline Under Pilarcitos Creek at Strawflower Village and Oak Avenue.

Mr. Derbin summarized the project to replace the existing 8-inch pipeline that crosses under Pilarcitos Creek north to south from Strawflower Shopping Center to the intersection of Pilarcitos Avenue and Oak Avenue. This is one of two pipelines supplying water to areas of the District south of the creek including downtown Half Moon Bay. The existing pipeline is approaching the end of its useful life. The project includes installation of 470' of High Density Polyethylene (HDPE) pipe using the Horizontal Directional Drilling (HDD) method and 180' of 8 inch ductile iron pipe. The project was competitively bid and Golden Bay Construction was the low bidder.

ON MOTION by Director Coverdell and seconded by Director Mickelsen the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Golden Bay Construction for \$340,930 to replace the 8-inch pipeline under Pilarcitos Creek at Strawflower Village and Oak Avenue.

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

B. Approval of Amendment of Professional Services Agreement with Stetson Engineers Inc. for Pipeline Design for the Denniston/San Vicente Water Supply Project

The District's Amended Water Right Permit No. 15882 was approved in January 2020 and extends the period for the District to perfect its water rights on Denniston and San Vicente Creeks until December 31, 2026. In order to potentially divert and use water from San Vicente Creek before the deadline, staff and the District's engineers recommend moving forward with Phase A of the project to encompass the installation of a new water pipeline to convey water from Upper San Vicente Reservoir to the Denniston Pump Station. Staff recommends engaging Stetson Engineers Inc. ("Stetson") to design the 3,700 feet of pipeline and to assist in defining and adjusting the necessary easements. The District contracted with Stetson in July 2020 on the San Vicente Water Supply Project and staff has been impressed with the quality of their work to date.

ON MOTION BY Director Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to amend the Professional Services Agreement dated July 21, 2020 with Stetson Engineers Inc. ("Stetson") to include the pipeline design for the Denniston/San Vicente Water Supply Project for a time and materials amount not to exceed \$144,298.

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

C. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Capital Project Management and As-Needed Engineering Services

In fiscal year 2018-2019 the District engaged EKI Environment and Water, Inc. ("EKI") to assist with management and planning of the District's capital improvement projects and hydraulic modeling. The most recent agreement for capital project management services dated August 2020 for \$100,000 has been fully expended. Based on EKI's past responsiveness and excellent support, staff recommends entering into a new professional services agreement with EKI for capital management services for another 12 months.

ON MOTION BY Vice-President Muller and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to retain the professional services of EKI Environment and Water, Inc. ("EKI") for capital project management and as needed

engineering support, including hydraulic modeling for 12 months for a not-to-exceed budget of \$100,000.

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

D. Approval to Retain Fedak & Brown LLP for Financial Auditing Services

Ms. Rogren stated that the District has used Fedak & Brown LLP (“Fedak”) for audit services since 2017. Staff is very pleased with the professionalism, timeliness, knowledge and accessibility of Fedak. The District’s current 5-year agreement is now up and staff recommends engaging Fedak to conduct the District’s annual audits for Fiscal Years ending June 30, 2022 through June 30, 2024 and optional years June 30, 2025 and June 30, 2026. Fedak will change oversite partners which enables them to continue their relationship with the District.

ON MOTION BY Vice-President Muller and seconded by Director Coverdell, the Board voted by roll call vote to retain Fedak & Brown LLP for Financial Auditing Services for Fiscal Years ending June 30, 2022, through June 30, 2024, and optional years Fiscal Years ending June 30, 2025, and June 30, 2026, at the not-to-exceed fees plus out-of-pocket expenses.

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

E. Quarterly Financial Review

Ms. Rogren summarized the year-to-date revenue and expenses for the first nine months of Fiscal Year 2021-2022. She highlighted the total revenue was \$175,000 above budget and the total expenses at \$458,000 were below budget. Ms. Rogren summarized savings in SFPUC water purchases due to lower water usage and greater use of local sources (including wells). The cost saving was offset by higher well maintenance/rehabilitation expenses which allowed the District to increase its local well production by 50MG+ over prior years.

F. Nunes Water Treatment Plant Upgrades Project Update #8.

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during March 2022. Work included construction of the soil nail wall, successful completion of concrete coating of sedimentation basin, constructions of drainage v-ditches and sidewalk, formwork, rebar, and concrete placement for the equipment pads in the caustic process area. The project schedule continues to be assessed due to supply chain issues.

8) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

- Ms. Rogren reported that as of December 31, 2021, the State of California's moratorium on termination of water service for non-payment expired. Shutoffs will resume in April/May according to the procedures established under SB998. Late fees will recommence in July 2022.
- Ms. Rogren stated that the District has signed up to participate in the Low Income Household Water Assistance Program (LIHWAP). This program is administered by the California Department of Community Services & Development and will provide a one-time benefit to low-income Californians to cover up to \$2,000 for past due water bills.
- Staff plans to reopen the District Office to the public on May 2 (assuming that the COVID infection rate continues to be low).

B. Superintendent of Operations Report

Mr. Derbin summarized Operations highlights for the month of March 2022.

C. Water Resources Report

- Water Shortage Advisory and Public Outreach Update.

On March 28, 2022, Governor Newsom signed a new Executive Order N-7-22 directing the State Water Resources Control Board (SWRCB) to consider adopting additional emergency water conservation regulations. New regulations are expected to be finalized at the May 24, 2022 State Water Board meeting. District staff will monitor the SWRCB actions and update the Board regarding any new water conservation measures that will need to be added to the District's ordinance.

Ms. Brennan noted that drought conditions continue to be severe across the state of California. Outreach on the drought continued during March including posting legal notices of the District's ordinance in the HMB Review and a featured story on KPIX News.

9) CLOSED SESSION

A) Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8

1. Property: 50-80 Cabrillo Highway, Half Moon Bay, CA [APN 056-300-120, 140, 150]

Agency Negotiators: General Manager, Mary Rogren

Negotiating Parties: HMB Musich, LLC

Under Negotiation: Price and Terms of Payment

2. Property: 461 Oak Avenue, Half Moon Bay, CA [APN 056-300-210 and 056-141-950, 960, 970]

Agency Negotiators: General Manager, Mary Rogren

Negotiating Parties: City of Half Moon Bay

Under Negotiation: Price and Terms of Payment

B) Conference with Labor Negotiators

Pursuant to California Government Code Section 54957.6

Agency Designated Representative: General Manager, Mary Rogren

Employee Organization: Teamsters Union, Local 856

10) RECONVENE TO OPEN SESSION

The meeting reconvened to open session at 8:50 p.m., with Ms. Louie reporting the following:

Item 9.A.1 Board took action by a 4 to 0 vote with Vice-President Muller abstaining, however that action need not be reported at this time pursuant to California Government code section 54957.1.

Item 9.A.2 Board took action by a 5 to 0 vote, however that action need not be reported at this time pursuant to California Government code section 54957.1.

Item 9.B Direction was given to the Labor Negotiator.

11) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

Director Coverdell commented about the lack of local training programs in the water utility field and inquired how the District could inform local youth about careers in water and available training programs.

12) **ADJOURNMENT:** Meeting adjourned at 8:59pm

Robert Feldman, President
Board of Directors

Mary Rogren, General Manager
Secretary to the District

**COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters**

FY 2022 Meters

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter				2									2
3/4" meter									7				7
1" meter									2				2
1 1/2" meter													
2" meter													
3" meter													
HMB Priority													
0.5" capacity increase													
5/8" meter								1					1
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
County Non-Priority													
0.5" capacity increase													
5/8" meter	2	3	1	1	1			1		1			10
3/4" meter													
1" meter													
County Priority													
5/8" meter													
3/4" meter													
1" meter													
1.5" meter													
Totals	2	3	1	3	1	0	0	2	9	1			22

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

FY 2020 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority				2					7				9
HMB Priority								1					1
County Non-Priority	2	3	1	1	1			1	2.5	1			12.5
County Priority													
Total	2	3	1	3	1	0	0	2	9.5	1			22.5

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022

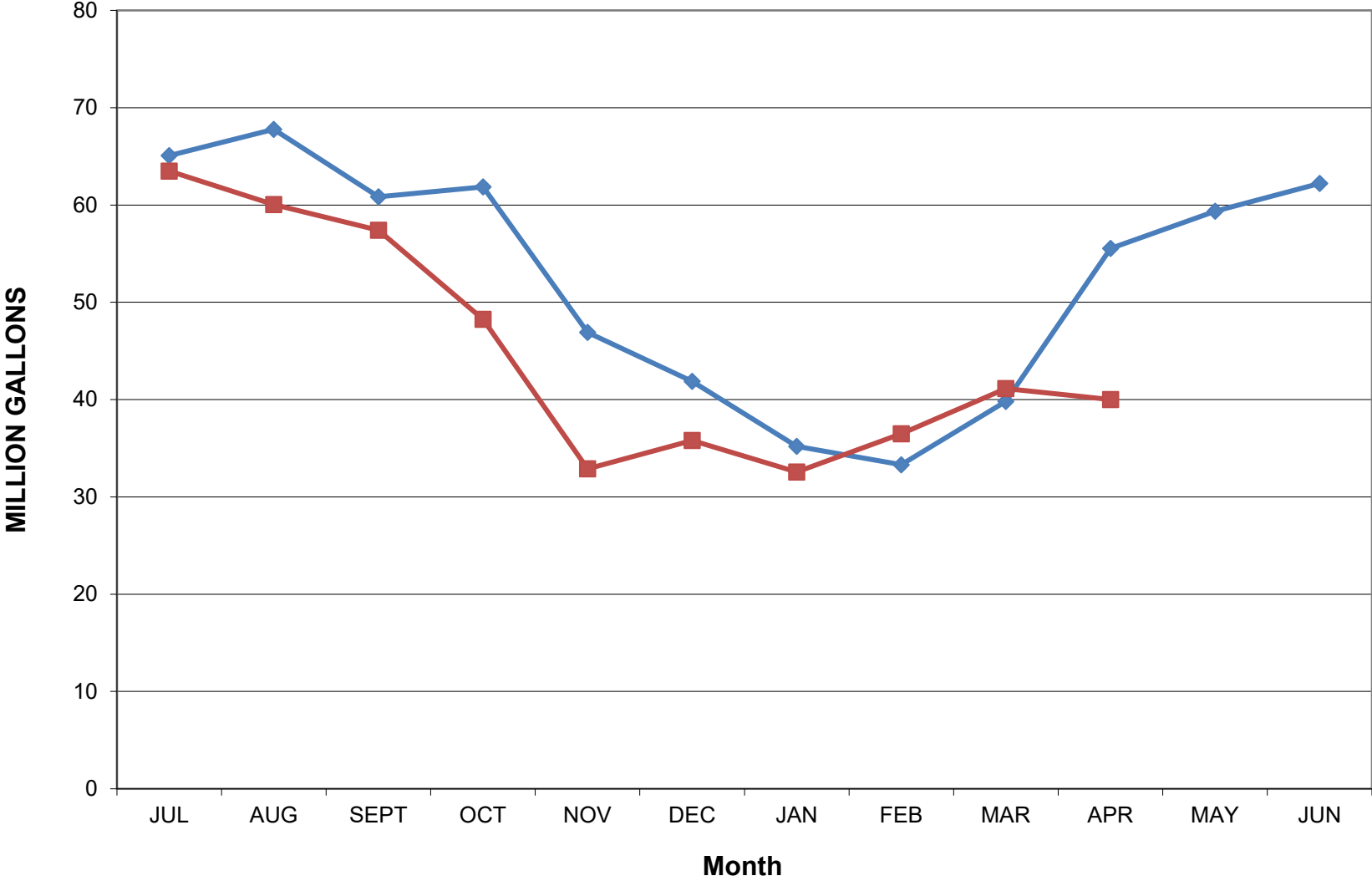
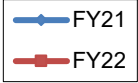
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	65.93	65.93	2.44	63.49
AUG	0.00	0.00	0.00	0.00	61.90	61.90	1.86	60.04
SEPT	0.00	0.00	0.00	0.00	59.74	59.74	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	22.89	0.00	9.22	9.25	43.69	3.68	40.01
MAY								0.00
JUN								0.00
TOTAL	5.17	84.10	102.01	12.91	271.76	475.95	27.92	448.03
% MONTHLY TOTAL	5.3%	52.4%	0.0%	21.1%	21.2%	100.0%	8.4%	91.6%
% ANNUAL TO DATE TOTAL	1.1%	17.7%	21.4%	2.7%	57.1%	100.0%	5.9%	94.1%

CCWD vs SFPUC- month 57.7%
 CCWD vs SFPUC- annual 40.2%

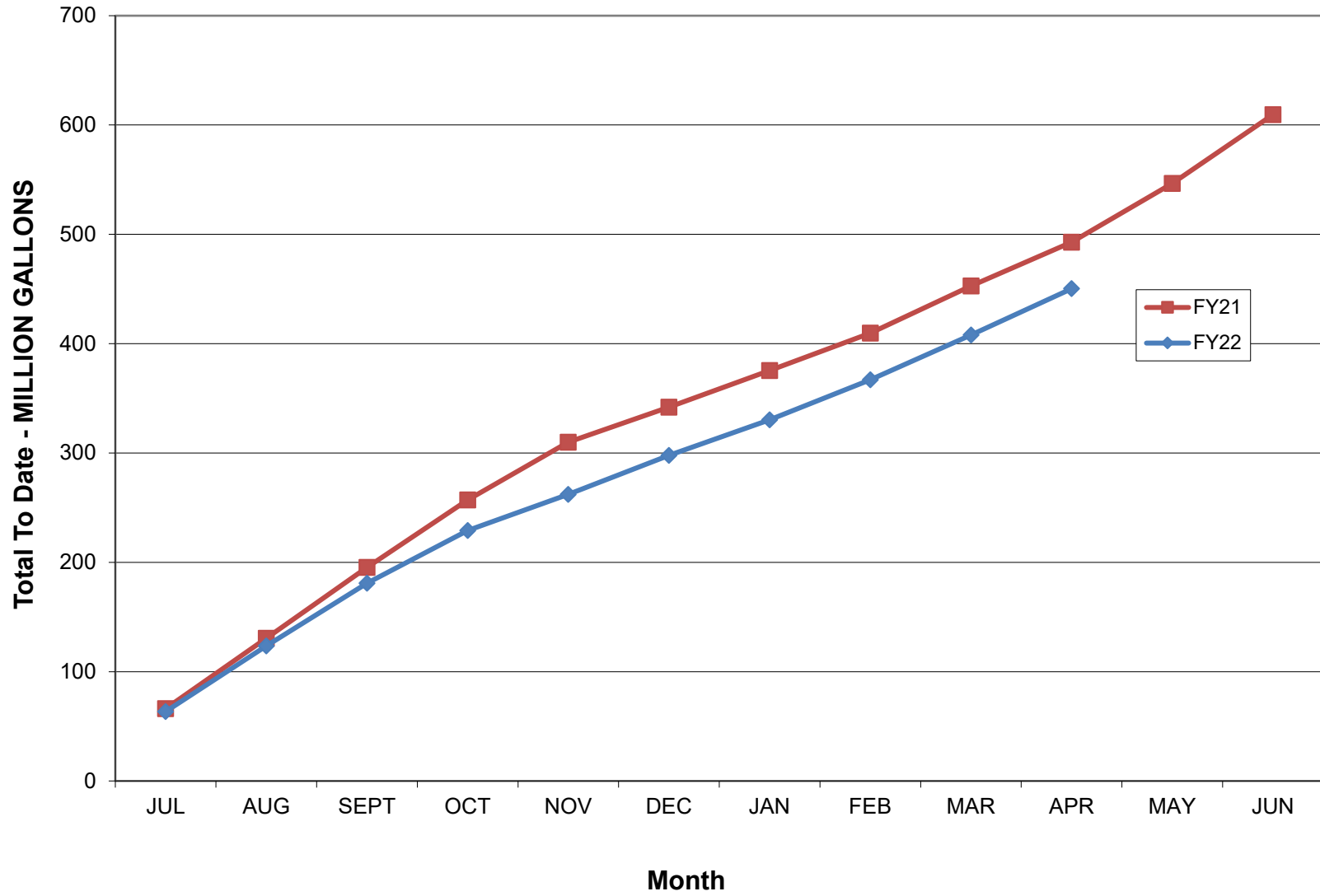
12 Month Running Treated Total **580.31**
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2021

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.02	2.52	0.00	28.80	36.06	67.40	2.35	65.05
AUG	0.00	0.00	0.00	49.75	20.27	70.02	2.25	67.78
SEPT	0.00	0.00	0.00	1.31	60.84	62.15	1.31	60.84
OCT	0.00	0.00	0.00	0.00	63.97	63.97	2.11	61.86
NOV	0.00	0.00	3.91	14.39	29.52	47.82	0.93	46.90
DEC	2.26	10.43	11.17	14.25	4.16	42.27	2.67	39.60
JAN	1.73	11.31	11.06	1.99	10.86	36.95	3.50	33.45
FEB	0.78	15.73	10.87	0.00	9.60	36.98	4.45	32.53
MAR	1.98	15.13	10.47	0.00	13.08	40.66	2.82	37.84
APR	1.40	11.32	0.00	0.00	44.48	57.20	3.06	54.14
MAY	0.88	3.02	0.00	0.00	60.44	64.34	5.87	58.47
JUN	0.00	0.00	0.00	0.00	64.08	64.08	1.86	62.22
TOTAL	9.05	69.46	47.48	110.49	417.36	653.84	33.17	620.66
% TOTAL	1.4%	10.6%	7.3%	16.9%	63.8%	100.0%	5.07%	0.0%

Monthly Production FY 21 vs FY 22



Cumulative Production FY21 vs FY22



MONTH Apr-22						
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	4/25/2022	4/25/2022	262 Solano Ave	Service	3/4" Copper	0.005
2						
3						
4						
5						
6						
7						
8						
Totals						0.005

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.009
Reservoir Cleaning	
Automatic Blowoffs	0.202
Dewatering Operations	
Other (includes flow testing)	0.000
DISCHARGES GRAND TOTAL (MG)	
0.211	

Coastside County Water District
 766 Main Street
 July 2021 - June 2022

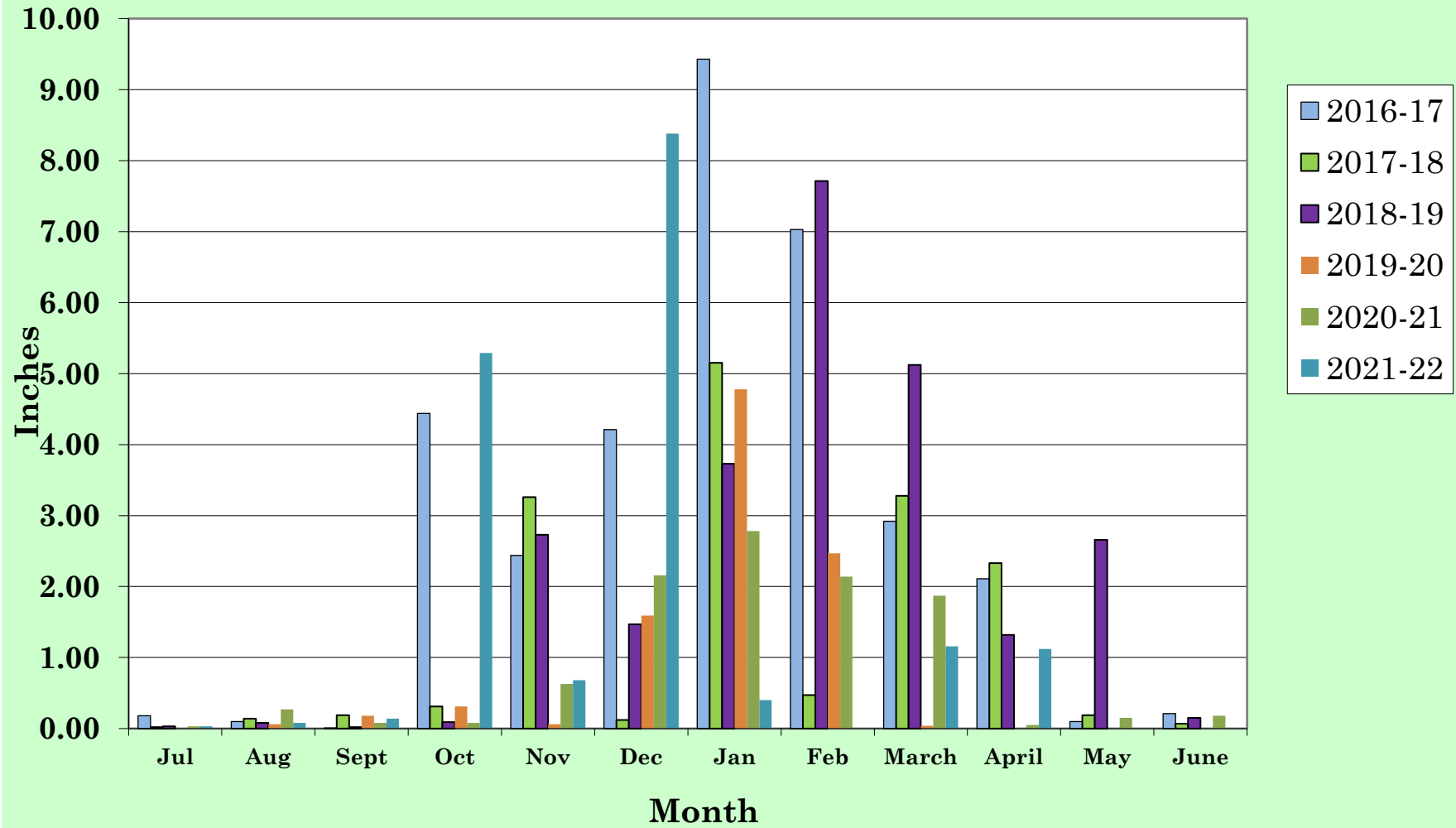
Nunes
 Rainfall in Inches

	2021						2022					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.27	0	0	0	0	0		
2	0	0	0	0	0.01	0	0	0	0.09	0		
3	0	0	0	0	0.11	0	0.18	0	0.2	0		
4	0	0.02	0	0	0.01	0	0.15	0	0.01	0		
5	0	0.02	0	0	0	0	0	0	0	0		
6	0	0	0	0	0	0.02	0.01	0	0	0		
7	0	0.02	0	0.01	0	0.07	0	0	0	0		
8	0	0.01	0	0	0.17	0.05	0	0	0	0		
9	0	0	0	0	0.06	0.03	0	0	0	0		
10	0	0	0	0	0	0	0	0	0	0		
11	0	0	0	0	0	0	0	0	0	0.14		
12	0	0	0	0	0	0.44	0	0	0.01	0		
13	0	0	0	0	0	4.23	0	0	0.03	0		
14	0	0	0	0	0	0.09	0	0	0	0.24		
15	0	0	0	0	0	0.31	0	0	0.23	0		
16	0	0	0	0	0	0.31	0	0	0	0.36		
17	0	0	0	0	0	0	0	0	0	0		
18	0	0	0.04	0.05	0	0	0	0	0.01	0.03		
19	0	0	0.01	0	0.04	0	0	0	0.18	0.06		
20	0.01	0	0	0.03	0	0	0	0	0	0.22		
21	0	0	0	1.08	0.01	0.34	0	0	0	0.04		
22	0	0	0	1.07	0	0.27	0	0	0	0.03		
23	0.02	0	0	0	0	0.67	0	0	0	0		
24	0	0	0.01	0.94	0	0.21	0	0	0	0		
25	0	0	0	2.08	0	0.31	0	0	0	0		
26	0	0	0.01	0.01	0	0.16	0	0	0	0		
27	0	0	0.06	0	0	0.3	0	0	0.36	0		
28	0	0	0.01	0	0	0.02	0	0	0.01	0		
29	0	0.01	0	0	0	0.55	0		0.01	0		
30	0	0	0	0	0	0	0		0.02	0		
31	0	0		0.02		0	0		0			
Mon.Total	0.03	0.08	0.14	5.29	0.68	8.38	0.4	0.00	1.16	1.12		
Year Total	0.03	0.11	0.25	5.54	6.22	14.60	15.00	15.00	16.16	17.28		

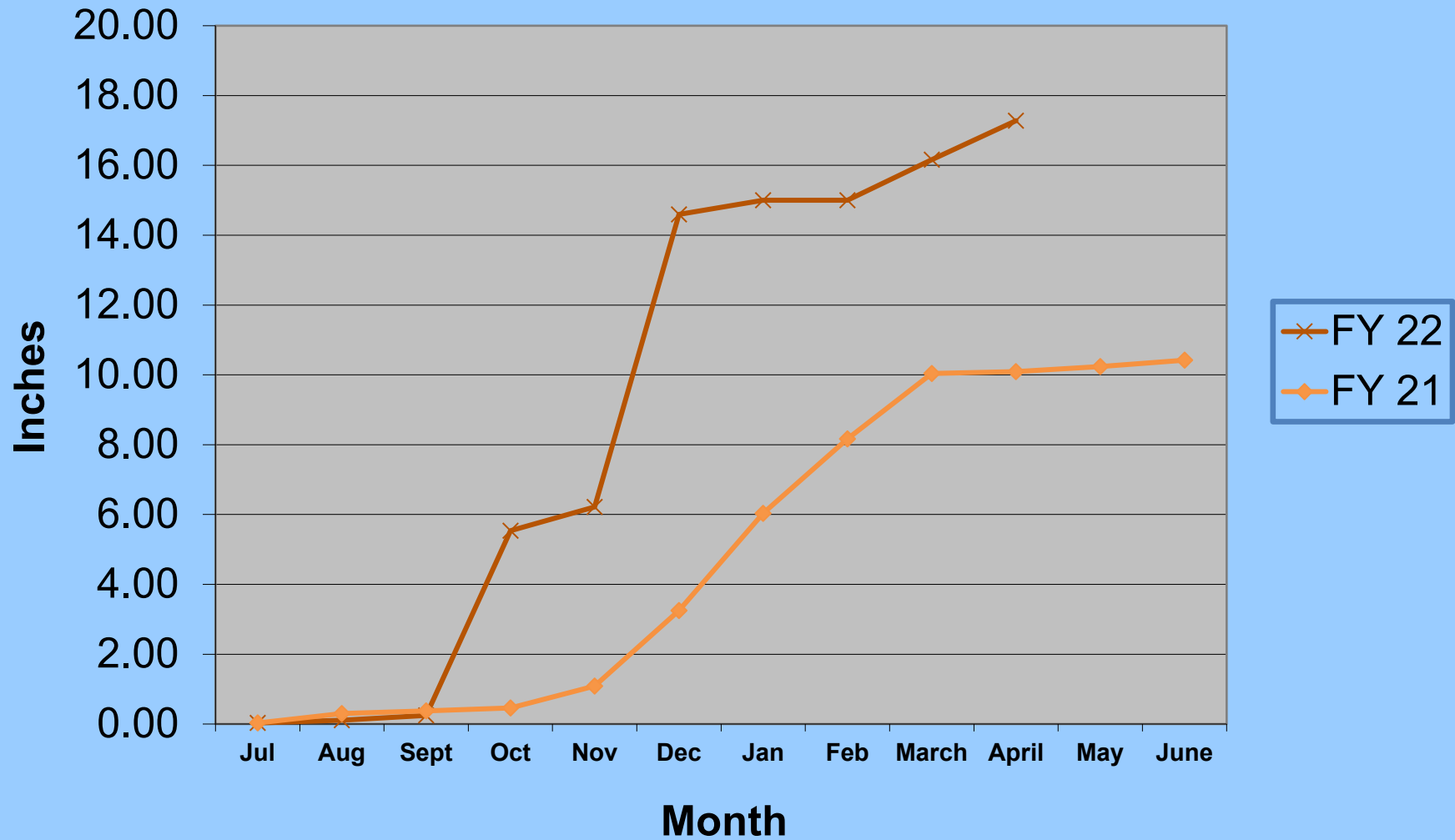
Coastside County Water District

Rainfall by Month

Fiscal Years 17 - 22

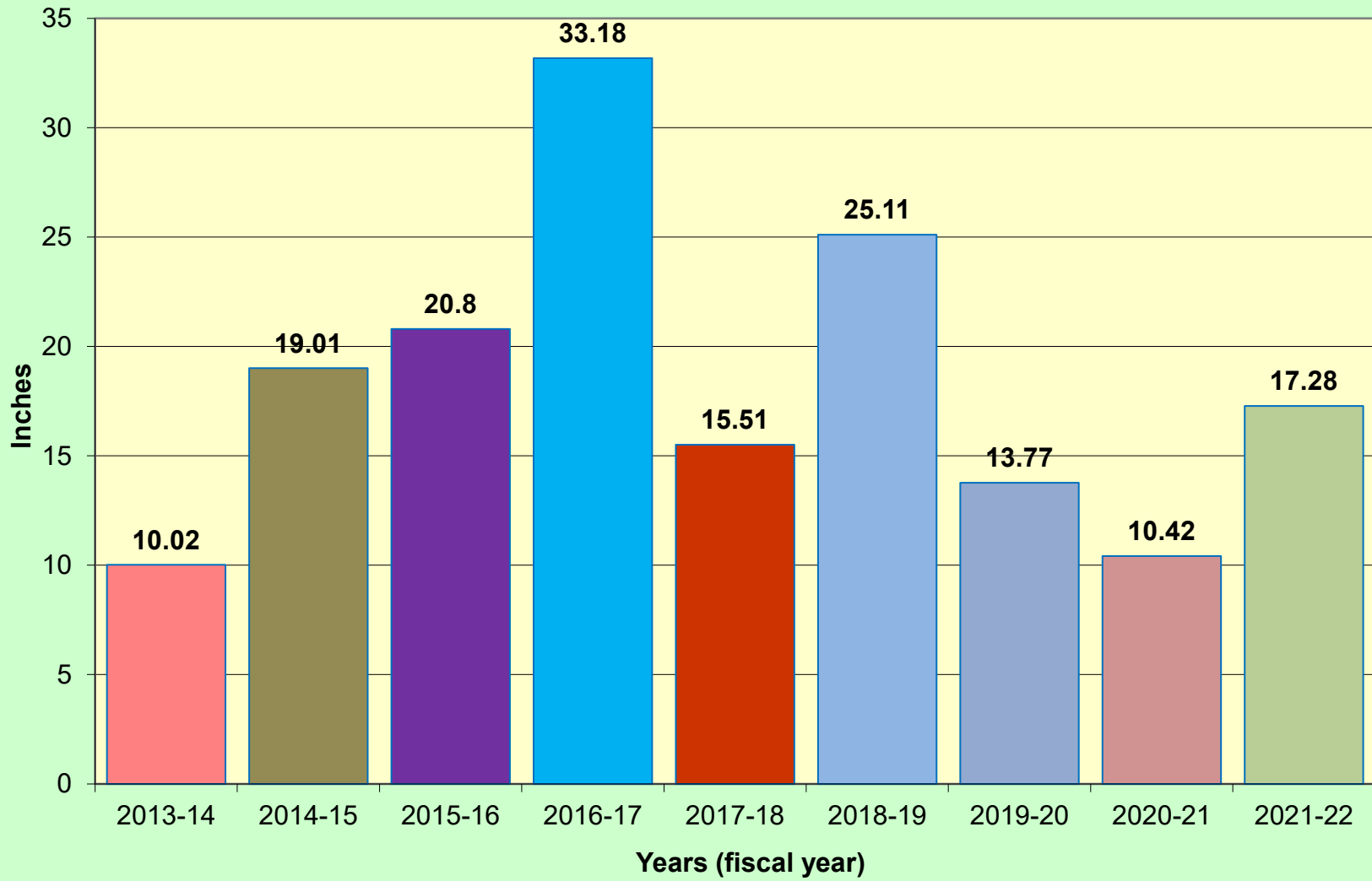


Rainfall Total Comparison Fiscal Years 21-22



Rain Totals

Fiscal Years 14 - 22



San Francisco Public Utilities Commission

Hydrological Conditions Report

March 2022

J. Chester, C. Graham, N. Waelty, April 11, 2022



Spring has sprung! While not officially spring yet, the rivers and creeks that fill our reservoirs are already beginning to show snowmelt runoff. Accordingly the San Francisco Public Utilities (SFPUC) managing spring runoff to safely fill upcountry reservoirs including Hetch Hetchy Reservoir, Lake Eleanor, and Cherry Reservoir. The photo above was taken on Rancheria Creek about a mile upstream of Hetch Hetchy Reservoir.

System Storage

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

Table 1 Current System Storage as of April 1, 2022							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	294,968		340,830		45,862		87%
Cherry Reservoir ²	234,591		268,800		34,209		87%
Lake Eleanor ³	23,914		21,495		0		100%
Water Bank	343,742		570,000		226,258		60%
Tuolumne Storage	897,215		1,201,125		303,910		75%
Local Bay Area Storage							
Calaveras Reservoir	64,471	21,008	96,824	31,550	32,352	10,542	67%
San Antonio Reservoir	37,902	12,350	52,506	17,109	14,604	4,759	72%
Crystal Springs Reservoir	44,760	14,585	58,377	19,022	13,616	4,437	77%
San Andreas Reservoir	15,812	5,152	18,996	6,190	3,185	1,038	83%
Pilarcitos Reservoir	2,772	903	2,995	976	223	73	93%
Total Local Storage	165,718	53,999	229,697	74,847	63,979	20,848	72%
Total System	1,062,933		1,430,822		367,889		74%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards out.

³ Maximum Lake Eleanor storage with flash-boards out.

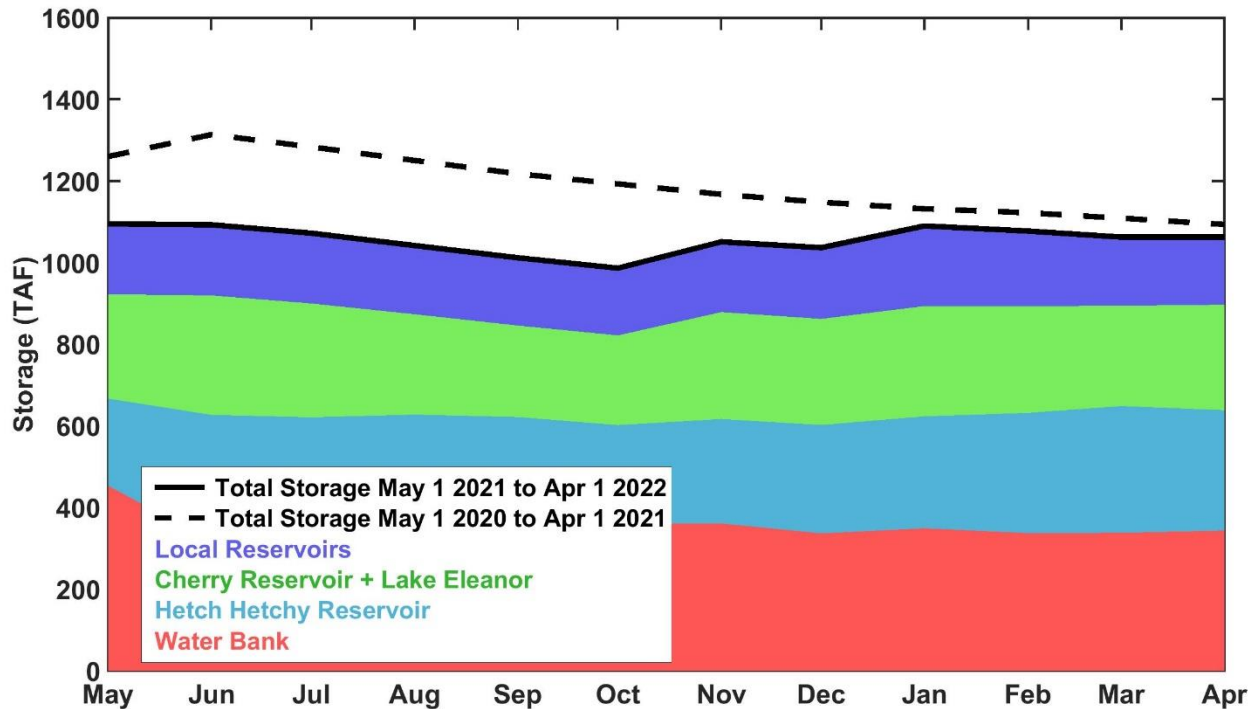


Figure 1: System storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The March 2022 six-station precipitation index was 1.36 inches, or 30% of the average long-term index for the month. The 2022 January to March precipitation was ~1.5 inches, about 1/3 of the historic low for that period. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

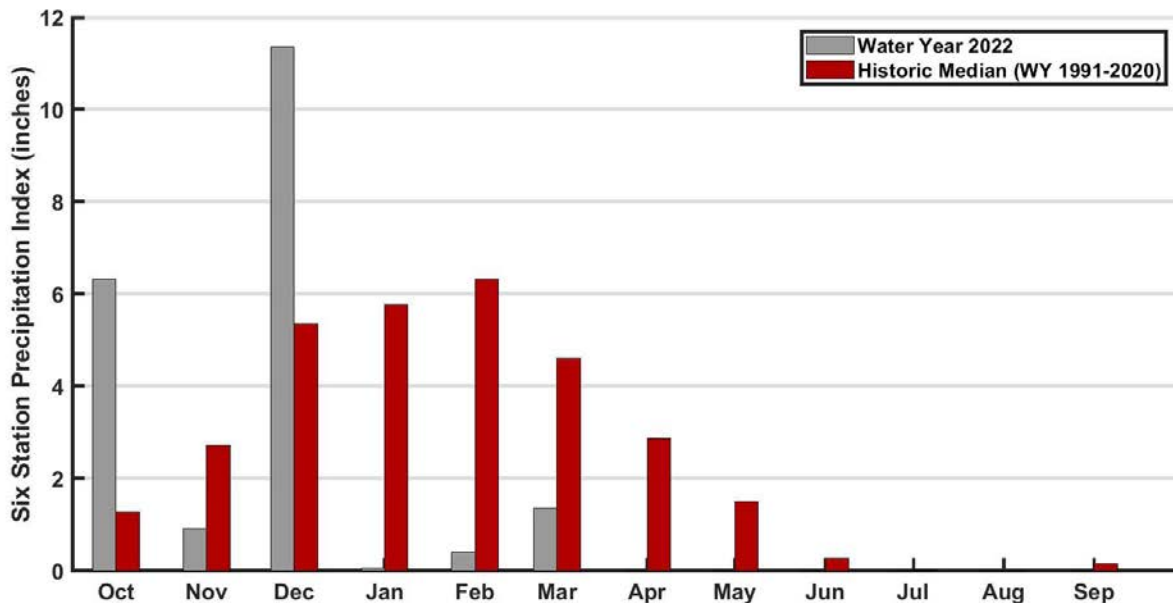


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation averages. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of April 1, the six-station precipitation index for Water Year (WY) 2022 was 20.42 inches, which is 66% of the median annual total and 76% of average to-date. The Hetch Hetchy Weather Station received 1.63 inches of precipitation in March resulting in a total of 19.74 inches for WY 2022, or 68% of median to-date. The cumulative WY 2022 Hetch Hetchy precipitation is shown in Figure 3 in red.

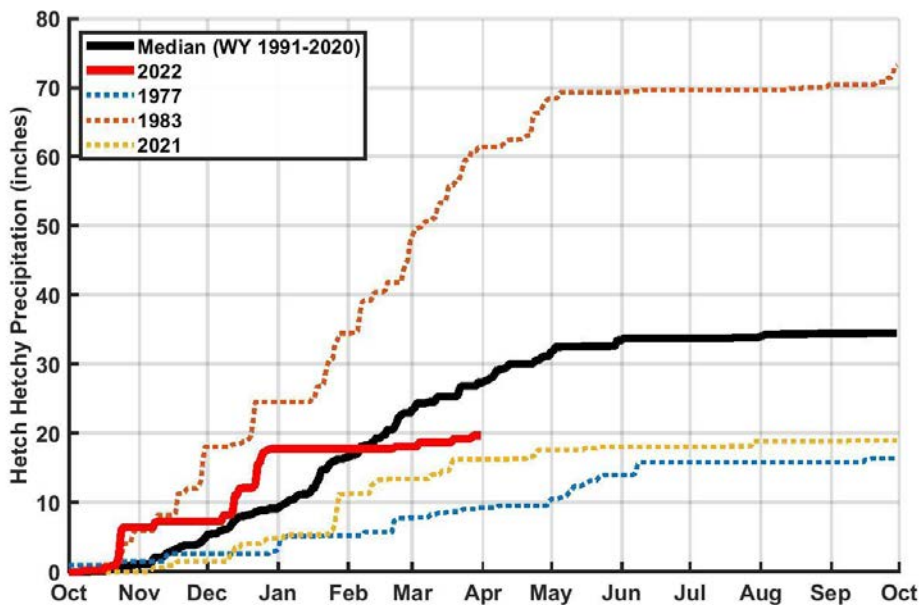


Figure 3: Water Year 2022 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2021 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for March 2022 and the water year to date is summarized below in Table 2.

Table 2 Calculated Reservoir Inflows and Water Available to City								
* All flows are in acre-feet	March 2022				October 1, 2021 Through April 1, 2022			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	42,236	43,608	51,029	83%	184,707	122,770	145,672	127%
Inflow to Cherry Reservoir and Lake Eleanor	39,225	52,608	54,863	71%	195,820	157,675	172,787	113%
Tuolumne River at La Grange	113,215	209,444	231,643	49%	567,374	538,755	684,849	83%
Water Available to City	18,807	29,849	98,048	19%	145,344	152,587	285,970	51%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline resumed on March 8th at a rate of 150 MGD. Rate changes up to 245 MGD were performed March 10th through 17th.

Hetch Hetchy Reservoir power draft and stream releases during the month 57,652 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for March were 50 cfs. Total precipitation for Water Year 2022, as of April 1, has resulted in a Water Year Type B for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream releases increase from 50 cfs in March to 65 cfs for April.

Cherry Reservoir valve and power draft releases totaled 25,650 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir for March was 5 cfs and will remain at 5 cfs for April. Lake Eleanor required release for March was 10 cfs and will increase to 15 cfs on April 15.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for March was 38 MGD. The Sunol Valley Water Treatment Plant average production for the month was 30 MGD.

Regional System Water Delivery

The average March delivery rate was 182 MGD, which is a 6% increase over the February delivery rate of 171 MGD.

Local Precipitation

The rainfall summary for March 2022 is presented in Table 3.

Weather Station Location	March		October 1, 2021 through March 31, 2022	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	1.22	25%	37.65	127%
Lower Crystal Springs Reservoir	1.03	32%	20.69	104%
Calaveras Reservoir	0.73	21%	13.49	84%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Despite an above-average start to the Water Year, very little precipitation has come to the region since late December. January-March of 2022 ranks as the driest on record at all measurement stations. Measured precipitation at Hetch Hetchy in Water Year 2022 is currently 70% of the 30-year median to-date (Figure 1). Snowpack as of April 1st is estimated to be at approximately 40% of normal, declining from a peak near the end of December (Figure 5). A dramatic warming trend is anticipated during the April 5-9 period, driving additional snowmelt at most elevations.

Inflow forecasts have decreased in April, driven by the exceptionally dry January through March (Figure 7). Due to high carry over storage and measured snowpack remaining upcountry, current inflow forecasts are sufficient to fill Hetch Hetchy Reservoir, Cherry Reservoir and Lake Eleanor assuming curtailments remain suspended on the Tuolumne River through the end of runoff.

Hetch Hetchy Reservoir is drafting via power generation and instream releases. Kirkwood and Moccasin Powerhouses and SJPL deliveries will be used to manage Hetch Hetchy Reservoir storage during spring runoff. Cherry Reservoir storage is being managed via scheduled generation at Holm Powerhouse. Lake Eleanor is drafting with instream release. The Cherry-Eleanor Pumps are activated and transferring 200 cfs from Lake Eleanor into Cherry Reservoir. Water Bank has begun debiting as reservoir inflows exceed power generation and releases.

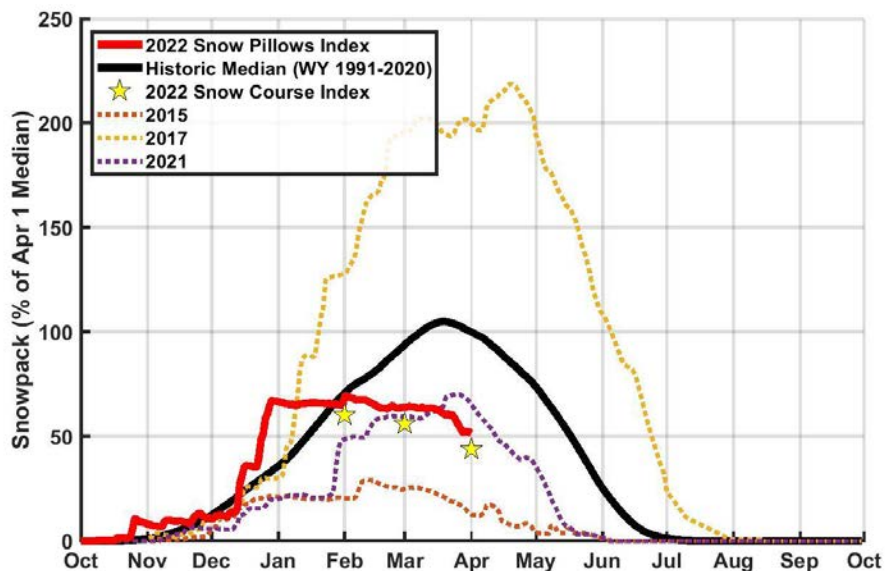


Figure 5: Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin.

As of April 1st, there has been 145,344 acre-feet of water available to the city (Figure 6).

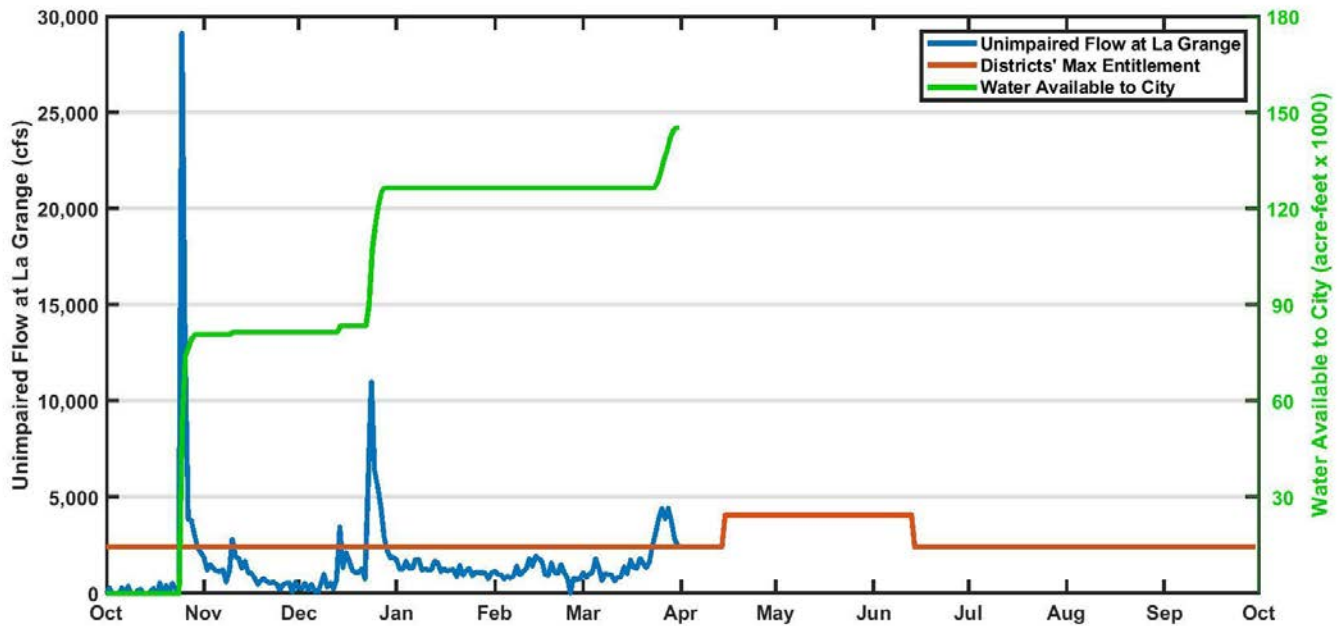


Figure 6: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

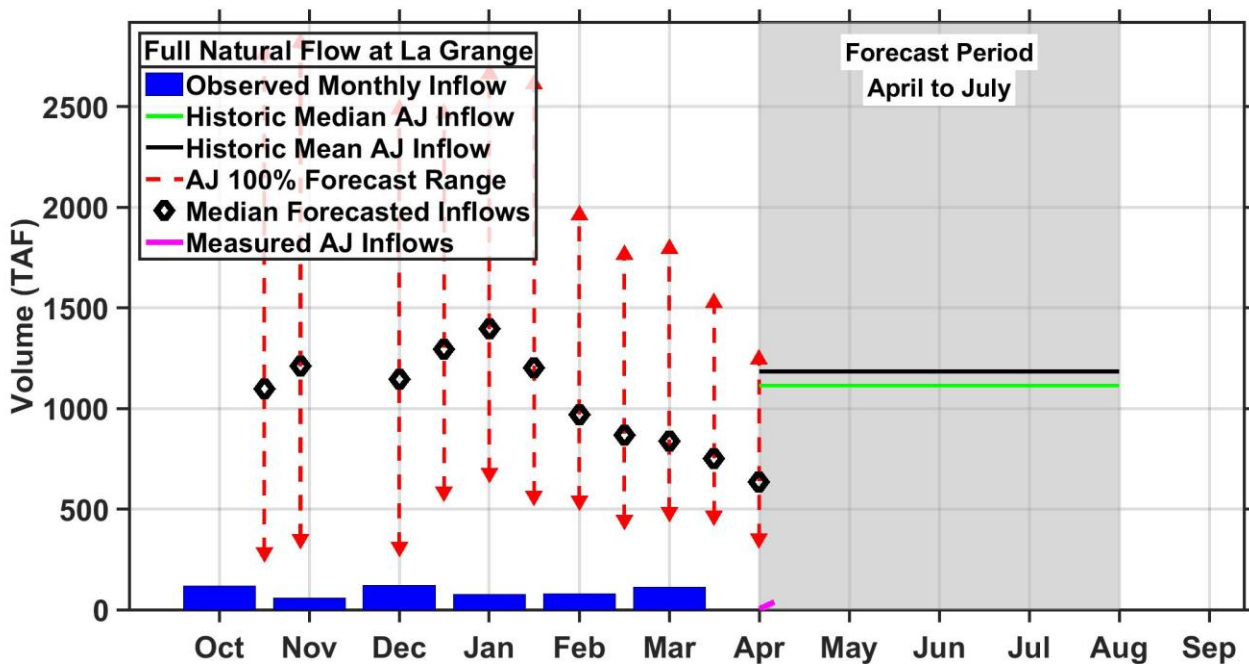


Figure 7: Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at La Grange. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation. A dry January through March have resulted in a decrease in forecasted inflows in all future precipitation scenarios.

**WATER SERVICE CONNECTION TRANSFER REPORT
TRANSFERS APPROVED FOR THE MONTH OF APRIL 2022**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
056-580-050	Ailanto Properties	056-150-280	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-290	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-300	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-310	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-320	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-330	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-340	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-350	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-360	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-370	Creekside Court LLC	1 - 5/8"	April 20, 2022
056-580-050	Ailanto Properties	056-150-380	Creekside Court LLC	1 - 5/8"	April 20, 2022

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 10, 2022

Report

Date: May 6, 2022

Subject: Draft Fiscal Year 2022-2023 Operations and Maintenance Budget and Draft Capital Improvement Program for FY 2022/2023 to FY 2031/2032.

Recommendation:

For discussion only.

Background:

At the May 10 Board meeting, staff will present the first draft of the Fiscal Year 2022-2023 Operations and Maintenance Budget (Exhibit A) and the Draft Capital Improvement Program for FY 2022/2023 to FY 2031/32 (Exhibit B) for discussion. Staff met with the Facilities Committee and the Finance Committee in April and introduced the drafts.

Draft Fiscal Year 2022-2023 Operations and Maintenance (O&M) Budget:

A summary of the Draft Fiscal Year 2022-2023 O&M Budget as compared to the prior year's budget follows below.

	FY 2022/23 Draft Budget	FY 2021/22 Approved Budget	\$ Change from Prior Budget	% Change from Prior Budget
REVENUE				
<i>Water Sales in Million Gallons</i>	550 MG	603 MG		
Water Revenue (1)	\$ 12,790,698	\$ 13,387,000	\$ (596,302)	-4.5%
Non-Operating Revenue	\$ 1,765,000	\$ 1,539,250	\$ 225,750	14.7%
Total Revenue	<u>\$ 14,555,698</u>	<u>\$ 14,926,250</u>	<u>\$ (370,552)</u>	<u>-2.5%</u>
OPERATING EXPENSES	\$ 10,179,573	\$ 9,396,221	\$ 783,352	8.3%
DEBT SERVICE	\$ 1,589,462	\$ 1,093,888	\$ 495,574	45.3%
CONTRIBUTION TO CIP AND RESERVES	<u>\$ 2,786,663</u>	<u>\$ 4,436,141</u>	<u>\$ (1,649,478)</u>	<u>-37.2%</u>
(1) FY 2022/23 Water Revenue does not include a rate increase - still to be determined				

STAFF REPORT

Agenda: May 10, 2022

Subject: Draft FY2022-23 O&M Budget and Capital Improvement Program

Page 2

Revenue reflects water sales of 550 million gallons (MG), down from the prior year's budget of 603 MG due to the impact of the Stage 2 Water Shortage mandates. The (\$596,000) water revenue shortfall is partially offset by \$226,000 of additional County tax and ERAF projected receipts. The revenue projection does not yet reflect a rate increase which would potentially occur in January 2023.

Operating expenses are \$783,000 higher than the prior year's budget primarily due to higher BAWSCA bond surcharge fees, personnel related expenses (COLA increase), and increases in billing and credit card fees, software and computer related services, and water shortage outreach programs. The budget also includes a 15.9% increase in SFPUC water rates.

Debt service includes a loan payment for the new \$7 Million loan financing entered into in March 2022 for the Nunes Water Treatment Plan Improvement Project.

See Exhibit A for the Draft Fiscal Year 2022-2023 O&M Budget and detailed explanations of the variances.

Draft Capital Improvement Program (CIP):

- Draft 5 Year Plan - \$33,715,000 (includes \$7,250,000 of carryover projects)
 - Average spend/year excluding carryover projects = \$5.3 million
- Draft 10 Year Plan - \$67,715,000

The Draft 5 Year CIP includes \$7.3 Million of projects carried over from prior years including the Nunes Water Treatment Plant (WTP) Improvement Project (\$4.5 million remaining) and three pipeline projects (\$2.8 million). Highlights of the Draft 5 Year Plan include the replacement of (2) tanks at the Carter Hill site with a single 2.1 MG concrete tank; replacements of many of the District's wells; and continued work on the Denniston/San Vicente Water Supply Project.

In the 5-10 year horizon, plans include continued work on replacing tanks including a second tank at Carter Hill, several pipeline replacements, and improvements to the Denniston WTP.

The changes from the prior 10 Year CIP prepared in 2020 are shown below:

STAFF REPORT**Agenda: May 10, 2022****Subject: Draft FY2022-23 O&M Budget and Capital Improvement Program****Page 3**

Draft FY 22/23 to FY 31/32 Capital Improvement Plan vs. FY 20/21 to FY 29/30 (Approved July 2020)					
Category:	(New)		Approved CIP (July 2020)		
	Draft 10 Year CIP FY 22/23 to FY 31/32		FY 20/21 to FY29/30	Budget Changes	
Equipment Purchase & Replacement	\$	1,400,000	\$	1,605,000	(\$205,000)
Facilities and Maintenance	\$	1,540,000	\$	1,460,000	\$80,000
Pipeline Projects	\$	20,900,000	\$	17,850,000	\$3,050,000
Tanks/Pump Stations/Wells	\$	26,300,000	\$	12,280,000	\$14,020,000
Water Supply Development	\$	8,350,000	\$	4,000,000	\$4,350,000
Water Treatment Plants	\$	9,225,000	\$	7,735,000	\$1,490,000
Total	\$	67,715,000	\$	44,930,000	\$22,785,000

Cash/Reserves Impact and Next Steps

The projected cash reserves on June 30, 2022 are \$17 million which includes \$7 million of financing recently acquired for the Nunes WTP Improvement Project. The projected CIP spend for FY 2022-2023 is \$8.2 million, leaving ap. \$11 million of cash on June 30, 2023 (assuming the draft O&M budget.)

At the June 14, 2022 Board Meeting, staff will request the Board to approve both the Draft FY 2022-2023 O&M Budget and Draft Capital Improvement Program for FY 2022/23 to FY 2031/32. Staff also plans to propose an updated rate study to incorporate these new budget assumptions into the District's rate planning.

**COASTSIDE COUNTY WATER DISTRICT
Operations & Maintenance Budget - FY 2022-2023**

Account Number	Description	Draft FY 2022/23 (before rate adjustment) Budget	Approved 10.9.2020 FY2021/22 Budget	FY22/23 Budget Vs. FY 21/22 Budget \$ Change	FY22/23 Budget Vs. FY 21/22 Budget % % Change	Proj Year End FY21/22	FY 22/23 Budget Vs. FY 21/22 Projected Actual \$ Change	FY 22/23 Budget Vs. FY 21/22 Projected Actual % Change	YTD Actual as of March 31, 2022	
OPERATING REVENUE										
4120	Water Sales *	\$12,790,698	\$13,387,000	(596,302)	-4.5%	\$13,000,000	(209,302)	-1.6%	\$9,491,876	Reflects change in budgeted sales 53 MG
	Water Sales in MG	550 MG	603 MG							
Total Operating Revenue		\$12,790,698	\$13,387,000	(596,302)	-4.5%	\$13,000,000	(209,302)	-1.6%	\$9,491,876	
NON-OPERATING REVENUE										
4170	Hydrant Sales	\$48,000	\$52,000	(4,000)	-7.7%	\$50,000	(2,000)	-4.0%	\$43,933	Reflects lower sales due to drought
4180	Late Penalty	\$25,000	\$50,000	(25,000)	-50.0%	\$0	25,000		\$0	CCWD will reinstitute late charges in 7/2022
4230	Service Connections	\$10,000	\$10,000	0	0.0%	\$17,000	(7,000)	-41.2%	\$15,105	
4920	Interest Earned	\$30,000	\$56,250	(26,250)	-46.7%	\$13,000	17,000	130.8%	\$9,327	Higher interest rate/higher cash balance
4930	Property Taxes	\$950,000	\$780,000	170,000	21.8%	\$950,000	0	0.0%	\$615,980	Reflects estimated receipts for FY2022
4950	Miscellaneous	\$10,000	\$7,000	3,000	42.9%	\$10,000	0	0.0%	\$10,000	
4955	Cell Site Lease Income	\$192,000	\$184,000	8,000	4.3%	\$184,000	8,000	4.3%	\$136,661	
4965	ERAF Refund	\$500,000	\$400,000	100,000	25.0%	\$676,164	(176,164)	-26.1%	\$676,164	ERAF fluctuates; also legislation could reduce ERAF receipts
Total Non-Operating Revenue		\$1,765,000	\$1,539,250	225,750	14.7%	\$1,900,164	(135,164)	-7.1%	\$1,507,170	
TOTAL REVENUES		\$14,555,698	\$14,926,250	(370,552)	-2.5%	\$14,900,164	(344,466)	-2.3%	\$10,999,046	
OPERATING EXPENSES										
5130	Water Purchased	\$2,189,054	\$2,176,101	12,953	0.6%	\$2,000,000	189,054	9.5%	\$1,394,815	Includes 15.9% rate increase from SFPUC; lower sales
5130A	BAWSCA Bond Surcharge	\$279,784	\$145,620	134,164	92.1%	\$145,620	134,164	92.1%	\$109,215	\$134K increase in BAWSCA allocation of bond-primarily due to higher % of water used from SFPUC during drought
5230	Electrical Exp. Nunes WTP	\$48,000	\$44,800	3,200	7.1%	\$44,800	3,200	7.1%	\$34,150	
5231	Electrical Expenses, CSP	\$366,000	\$342,000	24,000	7.0%	\$342,000	24,000	7.0%	\$250,343	Used 7% increase for PG&E (reflects lower increase than PG&E give use of Peninsula Energy Efficient Use)
5232	Electrical Expenses/Trans. & Dist.	\$25,000	\$23,000	2,000	8.7%	\$23,000	2,000	8.7%	\$16,392	see above
5233	Elec Exp/Pilarcitos Cyn	\$59,000	\$36,000	23,000	63.9%	\$55,000	4,000	7.3%	\$34,903	see above
5234	Electrical Exp., Denn	\$77,000	\$64,000	13,000	20.3%	\$62,000	5,000	6.9%	\$46,139	see above
5242	CSP - Operation	\$12,000	\$17,000	(5,000)	-29.4%	\$10,000	2,000	20.0%	\$5,267	
5243	CSP - Maintenance	\$35,000	\$38,000	(3,000)	-7.9%	\$38,000	(3,000)	-7.9%	\$17,302	
5246	Nunes WTP Oper	\$97,000	\$92,500	4,500	4.9%	\$80,000	17,000	21.3%	\$44,875	Includes 27% increase in caustic; 8% increase in Alum
5247	Nunes WTP Maint	\$119,000	\$128,400	(9,400)	-7.3%	\$115,000	4,000	3.5%	\$52,958	
5248	Denn. WTP Oper.	\$64,000	\$56,500	7,500	13.3%	\$56,500	7,500	13.3%	\$32,960	
5249	Denn WTP Maint	\$140,000	\$135,600	4,400	3.2%	\$170,000	(30,000)	-17.6%	\$154,692	
5250	Laboratory Expenses	\$77,000	\$77,000	0	0.0%	\$75,000	2,000	2.7%	\$39,102	
5260	Maintenance Expenses	\$380,000	\$358,000	22,000	6.1%	\$375,000	5,000	1.3%	\$281,599	Includes higher costs due to inflation/supply chain issues
5261	Maintenance, Wells	\$50,000	\$30,800	19,200	62.3%	\$90,000	(40,000)	-44.4%	\$80,511	Well rehab -- FY2022 includes substantial repair/rehab costs to Pilarcitos Wells; many need a higher budget for FY2023
5263	Uniforms	\$12,000	\$10,300	1,700	16.5%	\$12,063	(63)	-0.5%	\$12,063	
5318	Studies/Surveys/Consulting	\$157,000	\$154,000	3,000	1.9%	\$154,000	3,000	1.9%	\$125,908	
5321	Water Resources	\$26,700	\$26,700	0	0.0%	\$20,000	6,700	33.5%	\$5,431	
5322	Community Outreach	\$68,000	\$60,000	8,000	13.3%	\$60,000	8,000	13.3%	\$28,306	
5325	Water Shortage Program	\$50,000	\$0	50,000		\$40,000	10,000	25.0%	\$32,758	Budget includes drought outreach costs
5381	Legal	\$110,000	\$100,000	10,000	10.0%	\$120,000	(10,000)	-8.3%	\$91,568	
5382	Engineering	\$76,000	\$67,800	8,200	12.1%	\$77,000	(1,000)	-1.3%	\$61,798	
5383	Financial Services	\$23,000	\$22,600	400	1.8%	\$22,600	400	1.8%	\$12,731	
5384	Computer Services	\$309,025	\$217,300	91,725	42.2%	\$275,000	34,025	12.4%	\$155,334	Includes annual fees for new software \$50K+ (Cityworks, ESRI, Accela, WIMS); new cybersecurity software; change to annual subscription models for existing software (capitalized in prior years)
5410	Salaries, Admin.	\$1,276,898	\$1,181,400	95,498	8.1%	\$1,025,000	251,898	24.6%	\$733,707	Salaries include COLA adjustments - 6.5% effective 7/1/2022; FY21/22 Projected Actuals includes savings on open positions (including an Asst GM/Admin position)
5411	Salaries - Field	\$1,764,505	\$1,666,000	98,505	5.9%	\$1,666,666	97,839	5.9%	\$1,176,422	Salaries include COLA adjustments - 6.5% effective 7/1/2022
5420	Payroll Taxes	\$224,732	\$206,700	18,032	8.7%	\$190,000	34,732	18.3%	\$136,295	
5435	Employee Medical Insurance	\$505,000	\$542,100	(37,100)	-6.8%	\$482,000	23,000	4.8%	\$362,157	Includes 6% increase 1/1/2022; other changes reflect changes in mix of benefits; AGM on hold

Operations & Maintenance Budget - FY 2022-2023

Account Number	Description	Draft FY 2022/23 (before rate adjustment) Budget	Approved 10.9.2020 FY2021/22 Budget	FY22/23 Budget Vs. FY 21/22 Budget \$ Change	FY22/23 Budget Vs. FY 21/22 Budget % % Change	Proj Year End FY21/22	FY 22/23 Budget Vs. FY 21/22 Projected Actual \$ Change	FY 22/23 Budget Vs. FY 21/22 Projected Actual % % Change	YTD Actual as of March 31, 2022	
5436	Retiree Medical Insurance	\$52,000	\$63,900	(11,900)	-18.6%	\$53,000	(1,000)	-1.9%	\$39,236	Reflects changes in mix of recipients
5440	Employee Retirement	\$577,000	\$518,600	58,400	11.3%	\$474,249	102,751	21.7%	\$420,466	Budget includes \$42K increase in payment on unfunded liability on Classic PERS Plan (\$342K); benefit is as calculated (and newer employees on PEPRA with lower benefits.)
5445	SIP 401a Plan	\$36,000	\$35,000	1,000	2.9%	\$36,000	0	0.0%	\$0	
5510	Motor Vehicle Exp.	\$80,000	\$77,100	2,900	3.8%	\$77,100	2,900	3.8%	\$50,289	
5620	Office & Facilities Expenses	\$192,500	\$168,500	24,000	14.2%	\$200,000	(7,500)	-3.8%	\$155,567	Includes (\$12K) Laserfiche software monthly fees (new), increased janitorial and other supplies (\$12K) given COVID
5620A	Credit Card/bank Fees & Billing Expenses	\$200,000	\$150,000	50,000	33.3%	\$200,000	0	0.0%	\$120,196	Includes outside services for billing, credit card fees, Utility billing website payment processing fees (increased from \$5K/year to \$44K due to cybersecurity processing)
5620B	Bad Debt Expense	\$20,000	\$10,000	10,000	100.0%	\$20,000	0	0.0%		
5625	Meetings/Training/Seminars	\$41,000	\$33,000	8,000	24.2%	\$25,000	16,000	64.0%	\$8,892	Actual costs were reduced in COVID; staff needs to increase onsite training in the new year
5630	Insurance	\$161,000	\$163,300	(2,300)	-1.4%	\$125,000	36,000	28.8%	\$106,416	FY2022 actual includes \$30K refund for low claims experience
5687	Memberships & Subscriptions	\$99,975	\$87,400	12,575	14.4%	\$90,000	9,975	11.1%	\$67,320	Includes BAWSCA fee increases up 25%
5688	Election Expense	\$20,000	\$0	20,000		\$30,000	(10,000)	-33.3%	\$30,000	TBD - Election is in November 2022
5689	Labor Relations	\$6,000	\$6,000	0	0.0%	\$6,000	0	0.0%	\$0	
5700	County Fees	\$31,400	\$25,700	5,700	22.2%	\$29,031	2,369	8.2%	\$14,509	
5705	State Fees	\$42,000	\$37,500	4,500	12.0%	\$40,000	2,000	5.0%	\$37,202	
Total Operating Expenses		\$10,179,573	\$9,396,221	783,352	8.3%	\$9,241,629	937,944	10.1%	\$6,579,794	
CAPITAL ACCOUNTS										
5715	Existing Bond-CIEDB 11-099	\$335,508	\$335,825	(317)	-0.1%	\$335,669	(161)	0.0%	\$335,669	
5716	CIEDB 16-111	\$322,417	\$322,895	(478)	-0.1%	\$322,895	(478)		\$322,895	
5717	Chase-2018 Loan	\$436,027	\$435,168	859	0.2%	\$434,895	1,132		\$434,895	
5718	First Foundation Bank - 2022	\$495,510		495,510			495,510			New loan for financing Nunes Water Treatment Plant Improvement Project
Total Capital Accounts		\$1,589,462	\$1,093,888	495,574	45.3%	\$1,093,459	496,003	45.4%	\$1,093,459	
TOTAL REVENUE LESS TOTAL EXPENSE		\$2,786,663	\$4,436,141	(1,649,478)	-37.2%	\$4,565,076	(1,778,413)	-39.0%	\$3,325,793	
5713	Cont. to CIP & Reserves	\$2,786,663								

* EXCLUDES ANY RATE ADJUSTMENT (Last increase was 1/1/2022)

Project #	Project Name	Status	Priority	Projected FY 22/23 to FY 30/32 Total	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	Projected FY 22/23 to FY 30/32 Total
Equipment Purchase & Replacement															
06-03	SCADA/Telemetry/Electric Controls Replacement	Ongoing		\$ 500,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
15-04	Vactor Truck/Trailer		4	\$ 500,000							\$ 500,000				\$ 500,000
99-02	Vehicle Fleet Replacement	Ongoing		\$ 400,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 400,000
Equipment Purchase & Replacement Totals				\$ 1,400,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 590,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 1,400,000
Facilities & Maintenance															
09-09	Fire Hydrant Replacement	Ongoing	2	\$ 1,400,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,400,000
NN-00	Pilarcitos Canyon Culvert Replacement	Not started	1	\$ 40,000	\$ 40,000										\$ 40,000
99-01	Meter Change Program	Ongoing	2	\$ 100,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000
Facilities and Maintenance Totals				\$ 1,540,000	\$ 190,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,540,000
Pipeline Projects															
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave. (Strawflower) - CARRYOVER FROM FY 2021/2022	In Construction (June-July 2022)	1	\$ 400,000	\$ 400,000										\$ 400,000
14-01	Highway 92 - Replacement of Welded Steel Line (CARRYOVER from FY 2021/2022)	In Design	1	\$ 3,700,000	\$ 700,000				\$ 1,000,000	\$ 2,000,000					\$ 3,700,000
14-27	Grandview Pipeline Replacement Project CARRYOVER FROM FY2021/2022	100% Design; Bid Opening 4.26.2022; Construct Summer 2022	1	\$ 1,650,000	\$ 1,650,000										\$ 1,650,000
14-33	Miramar Cast Iron Pipeline Replacement	Not started	5	\$ 2,500,000						\$ 1,000,000	\$ 1,500,000				\$ 2,500,000
16-09	Magellan at Hwy 1/Miramar Dead Ends	Not started	5	\$ 500,000							\$ 500,000				\$ 500,000
18-01	Pine Willow Oak Pipeline Replacement	100% Design	2	\$ 2,300,000				\$ 2,300,000							\$ 2,300,000
21-01	Redondo Beach Loop to St Andrews Road	Not started	4	\$ 150,000		\$ 150,000									\$ 150,000
21-09	Miramar Tank/Pipeline Replacement (700 ft)	Not started	4	\$ 500,000							\$ 500,000				\$ 500,000
22-01	Miramontes Point Road Water Main Replacement	In Design	2	\$ 3,800,000					\$ 2,800,000	\$ 1,000,000					\$ 3,800,000
NN-00	Alameda Ave Crossing at Medio Creek	Study	1	\$ 400,000		\$ 400,000									\$ 400,000
NN-00	Spindrift Pipeline Replacement (4500 ft cast iron)	Not started	4	\$ 2,000,000									\$ 2,000,000		\$ 2,000,000
NN-00	Poplar Pipeline Replacement	Not started	5	\$ 2,000,000										\$ 2,000,000	\$ 2,000,000
NN-00	Unscheduled CIP			\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
Pipeline Projects Totals				\$ 20,900,000	\$ 2,850,000	\$ 650,000	\$ 100,000	\$ 2,400,000	\$ 3,900,000	\$ 4,100,000	\$ 2,600,000	\$ 100,000	\$ 2,100,000	\$ 2,100,000	\$ 20,900,000
Pump Stations/Tanks/Wells															
21-07	Carter Hill Tank Improvement Project	In Design	1	\$ 18,800,000	\$ 200,000	\$ 600,000	\$ 5,000,000	\$ 3,000,000				\$ 500,000	\$ 5,000,000	\$ 4,500,000	\$ 18,800,000
08-14	Alves Tank Rehabilitation/Replacement	100% Design Rehab	3	\$ 3,000,000						\$ 3,000,000					\$ 3,000,000
19-01	EG#1 Tank Improvement Project/New Pump Station	Design	3	\$ 1,000,000					\$ 1,000,000						\$ 1,000,000
14-33	Miramar Tank Rehabilitation	Not started	5	\$ 200,000							\$ 200,000				\$ 200,000
08-16	Cahill Tank Rehabilitation	Not started	3	\$ 125,000					\$ 125,000						\$ 125,000
20-16	Denniston Tank Rehabilitation	Not started	3	\$ 125,000					\$ 125,000						\$ 125,000
09-18	Upper Pilarcitos Well Field Replacements	Not started	2	\$ 1,000,000		\$ 500,000			\$ 500,000						\$ 1,000,000
16-08	Denniston Well Field Replacements	Not started	2	\$ 1,500,000	\$ 500,000		\$ 500,000				\$ 500,000				\$ 1,500,000
20-01	CSP Pump #1 Replacement		2	\$ 100,000			\$ 100,000								\$ 100,000
21-03	CSP Pump #3 Replacement	Not started	2	\$ 250,000				\$ 250,000							\$ 250,000
	CSP Fire Sprinklers	Not started	1	\$ 150,000	\$ 150,000										\$ 150,000
19-05	Tanks - THM Control	Ongoing	1	\$ 50,000	\$ 50,000										\$ 50,000
Pump Stations/Tanks/Wells Totals				\$ 26,300,000	\$ 900,000	\$ 1,100,000	\$ 5,600,000	\$ 3,250,000	\$ 1,750,000	\$ 3,000,000	\$ 700,000	\$ 500,000	\$ 5,000,000	\$ 4,500,000	\$ 26,300,000

Project #	Project Name	Status	Priority	Projected FY 22/23 to FY 30/32 Total	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	Projected FY 22/23 to FY 30/32 Total
Water Supply Development															
12-12	San Vicente/Denniston Water Supply Project	Ongoing	1	\$ 4,500,000	\$ 300,000	\$ 1,000,000	\$ 1,000,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 4,500,000
13-04	Denniston Reservoir Restoration	Ongoing	1	\$ 1,000,000				\$ 1,000,000							\$ 1,000,000
NN-00	Lower Pilarcitos Well Development	Not started	2	\$ 2,750,000		\$ 250,000			\$ 500,000	\$ 1,000,000	\$ 1,000,000				\$ 2,750,000
17-12	Recycled Water Project Development	Not started	1	\$ 100,000	\$ 100,000										\$ 100,000
	Water Supply Development Totals			\$ 8,350,000	\$ 400,000	\$ 1,250,000	\$ 1,000,000	\$ 1,300,000	\$ 800,000	\$ 1,300,000	\$ 2,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 8,350,000
Water Treatment Plants															
20-14	Nunes Water Treatment Plant Improvement Project	Construction	1	\$ 4,500,000	\$ 3,500,000	\$ 1,000,000									\$ 4,500,000
	Sodium Hypochlorite Generator Replacement (Nunes)	Not started		\$ 200,000	\$ 200,000										\$ 200,000
NN-00	Existing Sedimentation Basin Rehabilitation	Not started	1	\$ 300,000		\$ 300,000									\$ 300,000
NN-00	Denniston Contact Clarifier Hatch Replacements	Not started		\$ 75,000	\$ 75,000										\$ 75,000
	Denniston Water Treatment Plant Improvement Project	Not started	3	\$ 4,000,000							\$ 4,000,000				\$ 4,000,000
	Effluent Meter	In design		\$ 150,000		\$ 150,000									\$ 150,000
	Water Treatment Plants Totals			\$ 9,225,000	\$ 3,775,000	\$ 1,450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 9,225,000
GRAND TOTAL				\$ 67,715,000	\$ 8,205,000	\$ 4,690,000	\$ 6,940,000	\$ 7,190,000	\$ 6,690,000	\$ 8,640,000	\$ 6,040,000	\$ 4,940,000	\$ 7,440,000	\$ 6,940,000	\$ 67,715,000

Carryover	\$ 6,250,000	\$ 1,000,000				
New	\$ 1,955,000	\$ 3,690,000	\$ 6,940,000	\$ 7,190,000	\$ 6,690,000	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Agenda: May 10, 2022

Date: May 4, 2022

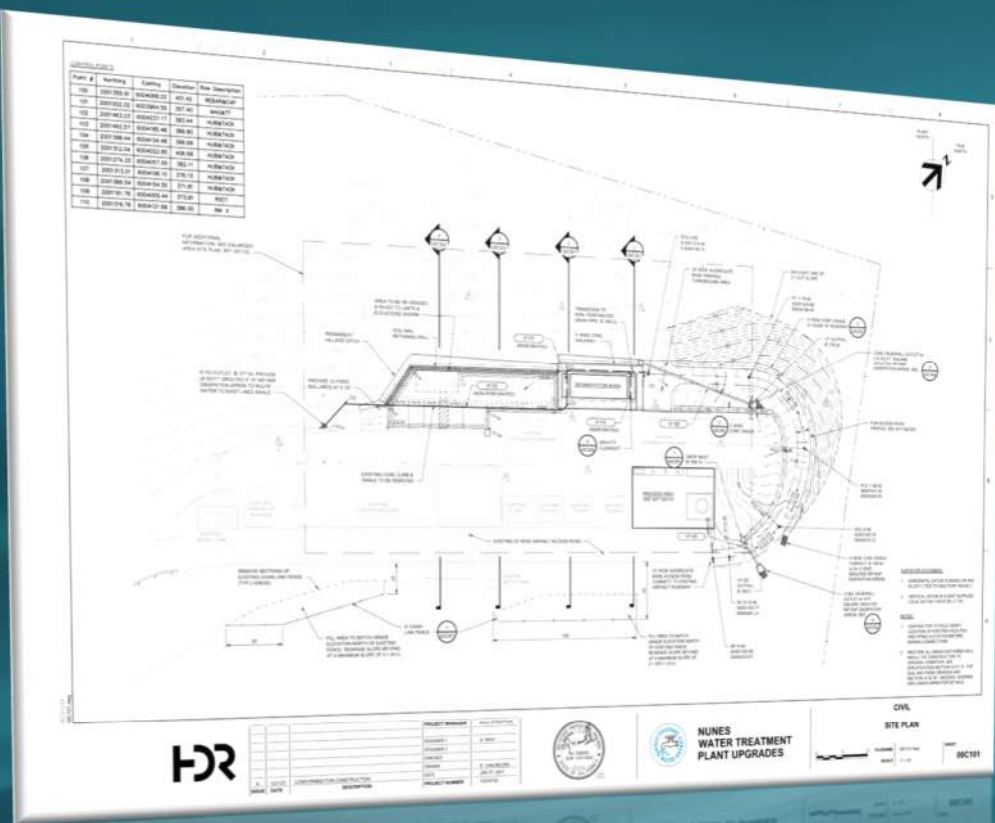
Subject: Nunes Water Treatment Plant Upgrades Project Update #9

Informational Item

The Nunes Water Treatment Plant Upgrade Project official contractual start date was August 16, 2021. This monthly project update is #9 of several updates staff plans to present to the Board on progress of this important project.

Unfortunately supply chain issues on the valves needed for this project are likely going to require Ranger to pause for ~3-4 months until the valves arrive. This is will likely add ~3-4 months to the schedule. Ranger has worked diligently on the many supply chain issues and is attempting to get the sedimentation online and tested before this pause in work.

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 May 10, 2022 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)	267	Billed to Date ¹	\$2,926,400.00
Remaining Days	453	Remaining Value	\$5,413,515.00

¹ 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 #9

Progress since Previous Board Meeting:

- Backfilling of soil against the sed basin.
- Grading, forming, rebar, and concrete placement for sidewalk around sed basin.
- Concrete placement for v-ditch at sed basin.
- Construction of soil nail wall (soil nail driving, shotcrete placement, and excavation).
- Installation of slide gate at sed basin.
- Installation of sludge and drain piping and valves.
- Installation of plate settler miscellaneous equipment.
- Installation of handrailing at sed basin.
- Electrical to caustic soda process area.
- Installation of 8-inch FTW piping and successful pressure testing.
- Electrical to caustic soda process area.
- Ongoing Contractor Submittals, engineering reviews, ordering materials.
- Ongoing Contractor Requests for Information (RFIs) and team responses.

Construction Progress Update #9

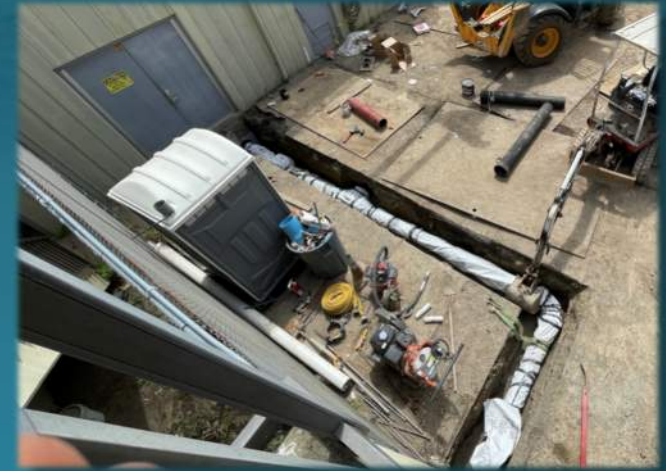
Three-Week Look Ahead Schedule:

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

- Stain finish on soil nail wall.
- Form and pour concrete for drainage ditch at base of soil nail wall.
- Setting of handrailing around sedimentation basin.
- Installation of plate settler equipment.
- Install hydroseed, wattles, and jute mesh along slopes.
- Install caustic soda pump and tank.
- Install blower
- Grade and rock new trailer area.
- Placement of final aggregate layer on access road.

Overall Project Schedule:

- Project progress is very good, but on-going valve supply-chain issues will likely delay the end-date of the project.
- Estimated completion date may be February 2024 but is still being determined.



Construction Photos

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 10, 2022

Report

Date: May 6, 2022

Subject: General Manager's Report

Recommendation:

Information Only.

75th Anniversary

Staff to provide brief update on 75th Anniversary activities.

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: May 10, 2022
Report Date: May 5, 2022

Monthly Highlights

- Denniston Water Treatment Plant online at 600 gpm
- Staff Drained/cleaned/inspected flocculation basin at Nunes
- Repaired leak on CSP line and replaced 2 hydrants

April Sources: Pilarcitos Lake, Denniston Reservoir, Crystal Springs

Projects

- Purisima Way pipe replacement project started in early April. CCWD requested contractor to pause after the new main installed so they could help with repairs on CSP leak and 2 two hydrant replacements.
- CalOES PSPS Grant
 - Fuel tank set and full, contractor finishing up punch list. Solar/battery backup systems for CSP and Carter Hill complete.
- Nunes Water Treatment Plant Improvement Project
 - Ranger mobilized on 8/16/21. Soil nail wall complete less stain, walkways around new sed basin poured, handrails installed, electrical conduits progressing, plate settlers arrived.
- EKI
 - Grandview/Hwy 1 crossing and main replacement bid opening on 4/28/22. Apparent low bidder was Casey Construction at \$1.5M. Engineers Estimate was \$1.88M
 - Pilarcitos Crossing - Processing contract documents with Golden Bay Construction.
 - Miramontes Point Road - Design expected mid 2022
- HDR
 - Half Moon Bay Tank replacement project - HDR engineering a design to replace HMB tanks 1&2 first. 60% design complete. 90% design expected mid May.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: May 10, 2022
Report: May 4, 2022
Subject: Water Shortage Emergency Warning and Public Outreach Update

Background

The Board of Directors adopted Ordinance No. 2022-01 declaring a Water Shortage Emergency on March 24, 2022. On March 28, 2022, Governor Newsom signed a new Executive Order N-7-22 directing the State Water Resources Control Board (SWRCB) to consider adopting additional emergency water conservation regulations in May of 2022.

Annual Water Supply and Demand Assessment

As part of the Governor's new executive order, the District will be submitting a preliminary water supply demand assessment on June 1st. A final annual water supply demand assessment will be submitted by July 1st. This is a new reporting requirement that involves providing an estimate of available water supply for the upcoming fiscal year. Staff is working with West Yost Associates to meet the requirements of this new annual report.

San Francisco Public Utilities Commission (SFPUC) Update

The April 15th water supply availability estimate forecasts that Hetch-Hetchy Reservoir will fill, but the entire regional water system is not expected to fill. Again, SFPUC has emphasized the need to reduce irrigation and reduce the peak summer use of water this summer, as water supplies continue to be stressed.

SFPUC is considering going to a Stage 2 Water Shortage Emergency under their Water Shortage Contingency Plan. This action is being considered because of Governor Newsom's recent executive order. Increasing their action level under the Water Shortage Emergency, would result in a recalculation of the Tier 1 and Tier 2 allocations. This could result in a modified water allocation (water budget) for the District.

Outreach Update for the Month of April

- Ø The District published an electronic newsletter on April 20th.
- Ø The District posted on Twitter a link to the electronic newsletter on April 20th.
- Ø The Water Emergency Warning Fact Sheet was mailed to all customers on April 26th.
- Ø A message was posted on Nextdoor regarding the Water Shortage Emergency on April 27th.
- Ø WaterSmart mailed to every single-family customer a water report on April 30th.

Milestones

The last page of this report has a list of milestones related to the current Water Shortage Emergency.

Milestones	
4/21/2021	Governor Newsom issued proclamation of state of emergency for the counties impacted the most severely by drought conditions, after two years of below normal precipitation. San Mateo County was not included on this initial proclamation.
4/15/2021	SFPUC requests voluntary 10 percent reduction in irrigation (outdoor) water use starting July 1, 2021. Goal is not to exceed 2019 summer water demand.
5/10/2021	Governor Newsom expanded on the 4/21/2021 proclamation and included more counties.
5/11/2021	The BOD approved Coastside CWD implementing Stage 1 of the District's WSCP – Water Shortage Advisory
7/8/2021	Governor Newsom's Executive Order N-10-21 includes San Mateo County and Santa Clara County in the declaration of a drought emergency. Alameda County was already included in the drought emergency. "I call on all Californians to voluntarily reduce their (total) water use by 15 percent from their (CY) 2020 levels."
7/12/2021	SFPUC revises their request to align with Governor Newsom's request that total water use be voluntarily reduced by 15 percent from 2020 water usage levels.
8/19/2021	Curtailment order for the Delta Watershed (including the San Joaquin River watersheds) authorized by the State Water Resources Control Board and approved by the Office of Administrative Law on August 19, 2021. https://www.waterboards.ca.gov/drought/delta/
9/26/2021	Warning from BAWSCA of elevated water rationing status from SFPUC. Mandatory rationing request by SFPUC of at least 10 percent as early as late October due to curtailment orders on the SF Bay-Delta tributaries.
11/23/2021	SFPUC declared a water shortage emergency with voluntary measures to meet a 10 percent reduction for wholesale customers, which triggers Tier 1 and Tier 2 allocation agreements. SFPUC retail customers will voluntarily reduce 5 percent.
1/1/2022	Coastside County Water District's allocation/water budget from SFPUC was implemented as of the first of January 2022.
1/3/2022	SFPUC staff sent the wholesale customers their final monthly allocations for calendar year 2022.
1/4/2022	The SWRCB adopted emergency regulations regarding water conservation to title 23 of the California Code of Regulations.
1/31/2022	Initial Water Supply Availability Estimate received from SFPUC. January turned out to be the driest January on record for precipitation in the Hetch Hetchy Watershed.
2/16/2022	Coastside CWD received its first report on the status of compliance with SFPUC's water allocation/water budget.
2/17/2022	SFPUC provide an update on water supply conditions.
3/1/2022	SFPUC provided an update on water supply conditions.
3/8/2022	Staff presented a water shortage emergency ordinance to the Board of Directors.
3/24/2022	A public hearing was conducted regarding the proposed water shortage emergency ordinance and Ordinance 2022-01 was adopted declaring a Water Shortage Emergency.
3/28/2022	Governor Newsom issued Executive Order N-7-22. directing the SWRCB to consider adopting additional emergency conservation regulations and additional reporting requirements for urban water retailers.
4/15/2022	Water Availability Update by SFPUC
4/26/2022	Fact sheet on mandatory restrictions (Ordinance 2022-01) was mailed to each unique customer.
5/2022	Decision from SFPUC on whether or not they will be going to Stage 2 of their Water Shortage Contingency Plan.