

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, May 11, 2021 - 7:00 p.m.**

**AGENDA**

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, as revised on March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Boardroom will not be open for the May 11, 2021 Regular Meeting of the Coastside County Water District. This meeting will be conducted remotely via teleconference.

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.

**ONLINE:**

Join Zoom Meeting

<https://zoom.us/j/93778260596?pwd=aEpRcFlnaHdQM2lPSElQWjNiN09TQT09>

Meeting ID: 937 7826 0596

Passcode: 184355

One tap mobile

+16699006833,,93778260596#,,,,,0#,,184355# US (San Jose)

Dial by your location  
+1 669 900 6833 US (San Jose)

Meeting ID: 937 7826 0596  
Passcode: 184355

Find your local number: <https://zoom.us/j/adZt3d9LjB>

*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](http://www.coastsidewater.org).*

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

- 1) ROLL CALL
- 2) PLEDGE OF ALLEGIANCE

### 3) PUBLIC COMMENT

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

### 4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending April 30, 2021:  
Claims: \$549,772.41; Payroll: \$249,478.59 for a total of \$799,251.00 ([attachment](#))  
➤ April 2021 Monthly Financial Claims reviewed by and approved by Director Muller
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of April 13, 2021 Regular Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of April 21, 2021 Special Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report-April 2021 ([attachment](#))
- H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))
- J. Water Service Connection Transfer Report - April 2021 ([attachment](#))
- K. SFPUC Hydrological Report for the March 2021 ([attachment](#))
- L. Acceptance of Non-Complex Pipeline Extension Project 415 and 417 Chesterfield Avenue ([attachment](#))

### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

### 6) GENERAL BUSINESS

- A. Nunes Water Treatment Improvement Project Overview, Bid Results, and Potential Award of Contract ([attachment](#))

- B. Water Shortage Contingency Plan Stage 1 - Water Shortage Advisory - with a Request for Voluntary 10 Percent Reduction in Irrigation and Other Outdoor Water Use by District Customers ([attachment](#))
- C. Strategic Planning Update including Potential Evaluation of Alternative Water Sources ([attachment](#))
- D. Award of Contract – District Office Hardscape Renovation Project ([attachment](#))
- E. Appoint Agency Designated Representative(s) for Labor Negotiations Between the District and Teamsters Union, Local 856 ([attachment](#))

7) **MONTHLY INFORMATIONAL REPORTS**

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

8) **CLOSED SESSION**

Pursuant to California Government Code Section 54957.6

Conference with Labor Negotiators

Agency Designated Representative(s): \_\_\_\_\_ [to be determined by action above]

\_\_\_\_\_Employee Organization: Teamsters Union, Local 856

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

10) **ADJOURNMENT**

**COASTSIDE COUNTY WATER DISTRICT  
CLAIMS FOR APRIL 2021**

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
04/02/2021	29351	COMCAST	\$ 256.78
04/02/2021	29352	COSTCO WHOLESALE	\$ 120.00
04/02/2021	29353	JAMES COZZOLINO, TRUSTEE	\$ 200.00
04/02/2021	29354	HUE & CRY, INC.	\$ 24.00
04/02/2021	29355	MASS MUTUAL FINANCIAL GROUP	\$ 894.19
04/02/2021	29356	REPUBLIC SERVICES	\$ 562.20
04/02/2021	29357	STANDARD INSURANCE COMPANY	\$ 552.17
04/02/2021	29358	RYAN H. STOLL	\$ 240.34
04/02/2021	29359	VALIC	\$ 4,730.00
04/02/2021	29360	US BANK NA	\$ 1,851.30
04/14/2021	29361	CA DEPARTMENT OF TRANSPORTATION, DISTRICT 4	\$ 492.00
04/16/2021	29362	METER READINGS HOLDING, LLC	\$ 43,305.00
04/16/2021	29363	ADP, INC.	\$ 678.20
04/16/2021	29364	HEALTH BENEFITS ACWA-JPIA	\$ 43,636.24
04/16/2021	29365	ATLAS COPCO USA HOLDINGS, INC	\$ 3,052.50
04/16/2021	29366	AUTOMATIC DOOR SYSTEMS, INC.	\$ 1,280.68
04/16/2021	29367	CORRPRO COMPANIES, INC.	\$ 19,012.33
04/16/2021	29368	RECORDER'S OFFICE	\$ 20.00
04/16/2021	29369	RECORDER'S OFFICE	\$ 20.00
04/16/2021	29370	D2 ENVIRONMENTAL, LLC	\$ 10,560.00
04/16/2021	29371	FEDAK & BROWN LLP	\$ 744.00
04/16/2021	29372	COASTSIDE NEWS GROUP, INC.	\$ 550.00
04/16/2021	29373	HANSONBRIDGETT. LLP	\$ 19,633.00
04/16/2021	29374	HASSETT HARDWARE	\$ 1,653.26
04/16/2021	29375	IAPMO	\$ 200.00
04/16/2021	29376	MASS MUTUAL FINANCIAL GROUP	\$ 1,979.19
04/16/2021	29377	MILLER SPATIAL SERVICES, LLC	\$ 16,000.00
04/16/2021	29378	VERIZON CONNECT NWF, INC.	\$ 247.00
04/16/2021	29379	PACIFIC GAS & ELECTRIC CO.	\$ 33,065.63
04/16/2021	29380	ROGUE WEB WORKS, LLC	\$ 724.00
04/16/2021	29381	SAN FRANCISCO WATER DEPT.	\$ 83,398.31
04/16/2021	29382	TECHNIQUE DATA SYSTEMS, INC.	\$ 426.00
04/16/2021	29383	TPX COMMUNICATIONS	\$ 2,061.97
04/16/2021	29384	TRI COUNTIES BANK	\$ 8,395.81
04/16/2021	29385	UNITED PARCEL SERVICE INC.	\$ 52.84
04/16/2021	29386	VALIC	\$ 4,980.00
04/16/2021	29387	WEST YOST ASSOCIATES, INC	\$ 5,474.25
04/16/2021	29388	JACK WHELEN	\$ 163.53
04/20/2021	29389	RON HEADRICK	\$ 8,223.93
04/20/2021	29390	NORTH AMERICAN TITLE CO, INC	\$ 3,000.00
04/28/2021	29391	ANALYTICAL ENVIRONMENTAL SERVICES	\$ 1,048.05
04/28/2021	29392	ASSOC. CALIF. WATER AGENCY	\$ 12,672.01
04/28/2021	29393	AT&T	\$ 698.93
04/28/2021	29394	AZEVEDO FEED INC.	\$ 65.55
04/28/2021	29395	FRANCISCO A AVINA-SALCIDO	\$ 218.00
04/28/2021	29396	BADGER METER, INC.	\$ 66.00
04/28/2021	29397	BALANCE HYDROLOGICS, INC	\$ 12,033.86
04/28/2021	29398	BAY AREA AIR QUALITY MGMT DIST	\$ 447.00
04/28/2021	29399	BAY AREA WATER SUPPLY &	\$ 10,662.00
04/28/2021	29400	BAY ALARM COMPANY	\$ 649.59
04/28/2021	29401	BFI OF CALIFORNIA, INC.	\$ 293.19
04/28/2021	29402	BIG CREEK LUMBER	\$ 159.01



COASTSIDE COUNTY WATER DISTRICT  
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
 FISCAL YEAR 2020/2021

4/30/2021

\* Approved June 2020

Status	Approved* CIP Budget FY 20/21	To Date FY 20/21	Projected Year-End FY20/21	Variance vs. Budget	% Completed	Project Status/ Comments
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**Equipment Purchases & Replacement**

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000	\$ 12,842	\$ 50,000	\$ -	26%	
19-04	Valve truck	on order	\$ 225,000	\$ 101,428	\$ 225,000	\$ -	45%	Board approved September 2020
22-05	Planning Software	open	\$ 60,000		\$ -	\$ 60,000	0%	delayed-planned implementation Summer 2021

**Facilities & Maintenance**

99-01	Meter Change Program	ongoing	\$ 20,000		\$ 20,000	\$ -	0%	
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**Pipeline Projects**

13-02	Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower)	In design	\$ 750,000	\$ 78,194	\$ 125,000	\$ 625,000	0%	CEQA in process; delayed to Fiscal Year 2021/22
14-01	Highway 92 - Replacement of Welded Steel Line	Open	\$ 100,000	\$ 41,235	\$ 60,000	\$ 40,000	69%	for design only
21-10	El Granada Highlands (below Tank #2) Lot Purchase	Completed	\$ 500,000	\$ 409,061	\$ 408,950	\$ 91,050	100%	Purchase closed 12.2.2020; original budget contemplated a pipe replacement

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	In design	\$ 600,000	\$ 26,075	\$ 200,000	\$ 400,000	n/a	Design in process - will continue into Fiscal Year 2021/22
21-02	Pilarcitos Reservoir Spillway-Pump/Emergency Generator	Completed	\$ 100,000	\$ 85,557	\$ 85,557	\$ 14,443	100%	Board approved September 2020
19-05	Tanks - THM Control	Ongoing	\$ 60,000	\$ 29,900	\$ 60,000	\$ -	50%	
21-11	Tank Cathodic Protection Project	Ongoing	\$ 40,000	\$ 15,382	\$ 40,000	\$ -	38%	

**Water Supply Development**

14-25	Denniston/San Vicente Water Supply Development	ongoing	\$ 300,000	\$ 246,037	\$ 300,000	\$ -	82%	
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**Water Treatment Plants**

20-14	Nunes Water Treatment Plant Improvement Project	In Design	\$ 700,000	\$ 551,749	\$ 700,000	\$ -	D-100%	Design at 100%
21-04	Nunes/Denniston Turbidimeter Replacement	Completed	\$ 35,000	\$ 32,498	\$ 32,498	\$ 2,502	100%	Board approved August 2020

**UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2020/2021**

NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
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<b>NEW FY2020/2021 CIP TOTAL</b>	<b>\$ 3,640,000</b>	<b>\$ 1,629,958</b>	<b>\$ 2,407,005</b>	<b>\$ 1,232,995</b>
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**FY2019/2020 CIP Carryover Projects**

21-08	Asset Management/GIS software	in process	\$ 60,000	73,750	\$ 80,000	\$ (20,000)	75%	
20-07	District Office Improvements	in process	\$ 60,000	41,754	\$ 90,000	\$ (30,000)	60%	will go out to bid for hardscape 4.2020
18-13	Denniston WTP and Tank Road Repairs and Paving	Completed	\$ 400,000	\$ 431,085	\$ 431,085	\$ (31,085)	100%	
14-01	Highway 92 - Replacement of Welded Steel Line-Phase 1	open	\$ 700,000		\$ 20,000	\$ 680,000	0%	delay to Fiscal Year 2021/22
20-08	Highway 1 Crossings (Silver/Terrace/Grandview/Spindrift)	in design	\$ 30,000	56,402	\$ 120,000	\$ (90,000)	15%	addl design approved with EKI
13-05	Denniston WTP and Booster Station Standby Power	in process	\$ 300,000	394,857	\$ 394,857	\$ (94,857)	95%	Partial budget included in FY2019-2020

COASTSIDE COUNTY WATER DISTRICT  
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
 FISCAL YEAR 2020/2021

4/30/2021

\* Approved June 2020

		Status	Approved* CIP Budget FY 20/21	To Date FY 20/21	Projected Year-End FY20/21	Variance vs. Budget	% Completed	Project Status/ Comments
30-00	Computer Software upgrades	ongoing		9,601	\$ 9,601	\$ (9,601)	100%	
08-08	PRV Replacement Program	in process		19,077	\$ 19,077	\$ (19,077)	100%	
20-17	Garcia Avenue Emergency Pipeline Replacement	Completed		25,088	\$ 25,088	\$ (25,088)	100%	
14-27	Grandview 2 Inch Replacement	in design		4,973	\$ 4,973	\$ (4,973)	90%	
18-01	Pine Willow Oak Pipeline Replacement	in design		4,992	\$ 4,992	\$ (4,992)	90%	

<b>FY2019/2020 CARRYOVER PROJECTS</b>	<b>\$ 1,550,000</b>	<b>\$ 1,061,579</b>	<b>\$ 1,199,673</b>	<b>\$ 350,327</b>
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Green = approved by the Board/in process

<b>TOTAL - FY 2020/2021 CIP + PRIOR YEAR CARRYOVER</b>	<b>\$ 5,190,000</b>	<b>\$ 2,691,537</b>	<b>\$ 3,606,678</b>	<b>\$ 1,583,322</b>
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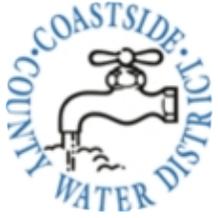
**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
April 30, 2021**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 4/30/2021</b>	<b>Prior Year as of 4/30/2020</b>
CAPITAL AND OPERATING RESERVE	\$10,235,572.88	\$8,849,698.73
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b><u>TOTAL DISTRICT RESERVES</u></b>	<b><u>\$10,485,572.88</u></b>	<b><u>\$9,099,698.73</u></b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$5,167,138.08	\$3,736,985.65
CSP T & S ACCOUNT	\$32,080.21	\$120,594.21
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,448.84	\$19,446.76
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,266,105.75	\$5,221,872.11
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b><u>TOTAL ACCOUNT BALANCES</u></b>	<b><u>\$10,485,572.88</u></b>	<b><u>\$9,099,698.73</u></b>

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



# Monthly Budget Report

## Account Summary

For Fiscal: 2020-2021 Period Ending: 04/30/2021

	April Budget	April Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	905,793.00	1,203,431.64	297,638.64	32.86 %	10,013,944.00	10,745,878.20	731,934.20	7.31 %	12,368,134.00
	<b>Total RevType: 1 - Operating:</b>	<b>905,793.00</b>	<b>1,203,431.64</b>	<b>297,638.64</b>	<b>32.86 %</b>	<b>10,013,944.00</b>	<b>10,745,878.20</b>	<b>731,934.20</b>	<b>7.31 %</b>	<b>12,368,134.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,165.00	5,004.97	839.97	20.17 %	41,650.00	55,757.04	14,107.04	33.87 %	50,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	4,000.00	0.00	-4,000.00	-100.00 %	16,000.00	-2.89	-16,002.89	-100.02 %	25,000.00
<a href="#">1-4230-00</a>	Service Connections	833.00	1,649.67	816.67	98.04 %	8,330.00	9,974.32	1,644.32	19.74 %	10,000.00
<a href="#">1-4920-00</a>	Interest Earned	4,687.00	-752.95	-5,439.95	-116.06 %	46,875.00	26,776.80	-20,098.20	-42.88 %	56,250.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	250,000.00	305,397.56	55,397.56	22.16 %	725,000.00	896,526.81	171,526.81	23.66 %	750,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	0.00	0.00	0.00	0.00 %	5,250.00	96.78	-5,153.22	-98.16 %	7,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	15,250.00	12,793.48	-2,456.52	-16.11 %	148,000.00	152,977.40	4,977.40	3.36 %	179,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	375,000.00	514,573.85	139,573.85	37.22 %	375,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>278,935.00</b>	<b>324,092.73</b>	<b>45,157.73</b>	<b>16.19 %</b>	<b>1,366,105.00</b>	<b>1,656,680.11</b>	<b>290,575.11</b>	<b>21.27 %</b>	<b>1,452,250.00</b>
	<b>Total Revenue:</b>	<b>1,184,728.00</b>	<b>1,527,524.37</b>	<b>342,796.37</b>	<b>28.93 %</b>	<b>11,380,049.00</b>	<b>12,402,558.31</b>	<b>1,022,509.31</b>	<b>8.99 %</b>	<b>13,820,384.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	124,865.00	246,267.31	-121,402.31	-97.23 %	1,952,954.00	2,277,550.67	-324,596.67	-16.62 %	2,341,560.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	3,417.00	3,101.83	315.17	9.22 %	34,166.00	36,652.00	-2,486.00	-7.28 %	41,000.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	10,000.00	24,964.34	-14,964.34	-149.64 %	274,000.00	292,933.73	-18,933.73	-6.91 %	350,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	1,750.00	1,995.35	-245.35	-14.02 %	17,500.00	19,879.66	-2,379.66	-13.60 %	21,000.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	1,000.00	6,612.36	-5,612.36	-561.24 %	41,600.00	38,652.93	2,947.07	7.08 %	43,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	11,000.00	10,101.54	898.46	8.17 %	88,000.00	51,778.76	36,221.24	41.16 %	110,000.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	1,375.00	311.50	1,063.50	77.35 %	13,750.00	5,520.40	8,229.60	59.85 %	16,500.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	3,084.00	131.55	2,952.45	95.73 %	30,832.00	21,257.42	9,574.58	31.05 %	37,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	7,500.00	1,629.95	5,870.05	78.27 %	75,000.00	63,924.00	11,076.00	14.77 %	90,000.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	10,417.00	11,686.31	-1,269.31	-12.18 %	104,166.00	119,213.94	-15,047.94	-14.45 %	125,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	4,583.00	904.51	3,678.49	80.26 %	45,834.00	14,952.40	30,881.60	67.38 %	55,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	8,000.00	9,613.12	-1,613.12	-20.16 %	116,000.00	105,109.28	10,890.72	9.39 %	132,000.00
<a href="#">1-5250-00</a>	Laboratory Expenses	6,250.00	12,601.84	-6,351.84	-101.63 %	62,500.00	53,091.69	9,408.31	15.05 %	75,000.00
<a href="#">1-5260-00</a>	Maintenance - General	30,000.00	18,073.68	11,926.32	39.75 %	278,500.00	251,746.54	26,753.46	9.61 %	348,500.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	10,000.00	0.00	10,000.00	100.00 %	28,000.00	33,609.10	-5,609.10	-20.03 %	30,000.00
<a href="#">1-5263-00</a>	Uniforms	0.00	0.00	0.00	0.00 %	7,500.00	9,149.15	-1,649.15	-21.99 %	10,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	15,000.00	11,120.00	3,880.00	25.87 %	120,000.00	61,432.53	58,567.47	48.81 %	150,000.00
<a href="#">1-5321-00</a>	Water Resources	2,167.00	0.00	2,167.00	100.00 %	21,666.00	243.94	21,422.06	98.87 %	26,000.00

Monthly Budget Report

For Fiscal: 2020-2021 Period Ending: 04/30/2021

	April Budget	April Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<a href="#">1-5322-00</a>	Community Outreach	11,000.00	5,367.50	5,632.50	51.20 %	36,400.00	19,149.91	17,250.09	47.39 %	58,400.00
<a href="#">1-5381-00</a>	Legal	8,334.00	17,792.00	-9,458.00	-113.49 %	83,332.00	102,848.55	-19,516.55	-23.42 %	100,000.00
<a href="#">1-5382-00</a>	Engineering	5,500.00	5,700.76	-200.76	-3.65 %	55,000.00	61,944.44	-6,944.44	-12.63 %	66,000.00
<a href="#">1-5383-00</a>	Financial Services	2,000.00	0.00	2,000.00	100.00 %	17,000.00	10,076.00	6,924.00	40.73 %	22,000.00
<a href="#">1-5384-00</a>	Computer Services	17,625.00	26,908.51	-9,283.51	-52.67 %	176,250.00	186,163.08	-9,913.08	-5.62 %	211,500.00
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	101,945.00	82,915.25	19,029.75	18.67 %	1,019,423.00	807,622.31	211,800.69	20.78 %	1,223,311.00
<a href="#">1-5411-00</a>	Salaries & Wages - Field	125,116.00	109,640.38	15,475.62	12.37 %	1,251,168.00	1,224,013.19	27,154.81	2.17 %	1,501,400.00
<a href="#">1-5420-00</a>	Payroll Tax Expense	15,975.00	15,010.98	964.02	6.03 %	159,750.00	133,027.58	26,722.42	16.73 %	191,701.00
<a href="#">1-5435-00</a>	Employee Medical Insurance	43,588.00	38,984.83	4,603.17	10.56 %	424,222.00	389,261.13	34,960.87	8.24 %	511,400.00
<a href="#">1-5436-00</a>	Retiree Medical Insurance	5,933.00	5,299.32	633.68	10.68 %	57,698.00	50,505.14	7,192.86	12.47 %	69,562.00
<a href="#">1-5440-00</a>	Employees Retirement Plan	41,354.00	46,472.28	-5,118.28	-12.38 %	413,532.00	397,500.84	16,031.16	3.88 %	496,240.00
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,250.00	7,870.50	-1,620.50	-25.93 %	62,500.00	58,387.56	4,112.44	6.58 %	75,000.00
<a href="#">1-5620-00</a>	Office & Billing Expenses	30,792.00	30,695.32	96.68	0.31 %	299,916.00	293,330.48	6,585.52	2.20 %	363,500.00
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	2,750.00	1,066.03	1,683.97	61.24 %	27,500.00	8,660.92	18,839.08	68.51 %	33,000.00
<a href="#">1-5630-00</a>	Insurance	13,250.00	9,462.39	3,787.61	28.59 %	132,500.00	118,161.61	14,338.39	10.82 %	159,000.00
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	7,092.00	8,607.00	-1,515.00	-21.36 %	70,916.00	71,545.76	-629.76	-0.89 %	85,100.00
<a href="#">1-5688-00</a>	Election Expenses	0.00	0.00	0.00	0.00 %	30,000.00	9,311.95	20,688.05	68.96 %	30,000.00
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00 %	5,000.00	0.00	5,000.00	100.00 %	6,000.00
<a href="#">1-5700-00</a>	San Mateo County Fees	2,100.00	0.00	2,100.00	100.00 %	20,800.00	17,110.42	3,689.58	17.74 %	25,000.00
<a href="#">1-5705-00</a>	State Fees	3,100.00	447.00	2,653.00	85.58 %	30,300.00	30,094.70	205.30	0.68 %	36,500.00
	<b>Total ExpType: 1 - Operating:</b>	<b>694,612.00</b>	<b>771,355.24</b>	<b>-76,743.24</b>	<b>-11.05 %</b>	<b>7,685,175.00</b>	<b>7,445,413.71</b>	<b>239,761.29</b>	<b>3.12 %</b>	<b>9,301,174.00</b>
	<b>ExpType: 4 - Capital Related</b>									
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	335,825.00	335,825.40	-0.40	0.00 %	335,825.00
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	323,357.00	323,356.50	0.50	0.00 %	323,357.00
<a href="#">1-5717-00</a>	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	433,567.00	433,182.49	384.51	0.09 %	433,567.00
	<b>Total ExpType: 4 - Capital Related:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>	<b>1,092,749.00</b>	<b>1,092,364.39</b>	<b>384.61</b>	<b>0.04 %</b>	<b>1,092,749.00</b>
	<b>Total Expense:</b>	<b>694,612.00</b>	<b>771,355.24</b>	<b>-76,743.24</b>	<b>-11.05 %</b>	<b>8,777,924.00</b>	<b>8,537,778.10</b>	<b>240,145.90</b>	<b>2.74 %</b>	<b>10,393,923.00</b>
	<b>Report Total:</b>	<b>490,116.00</b>	<b>756,169.13</b>	<b>266,053.13</b>		<b>2,602,125.00</b>	<b>3,864,780.21</b>	<b>1,262,655.21</b>		<b>3,426,461.00</b>

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

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

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Water Supply Develpmnt</b>	<b>Recycled Water</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>LABOR &amp; EMPLOYMENT</b>	<b>Election (CVRA)</b>	<b>Litigation</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
<b>Apr-20</b>	6,353	1,085				665				8,103
<b>May-20</b>	4,011					840				4,851
<b>Jun-20</b>	4,248			70		1,085				5,403
<b>Jul-20</b>	6,940			1,061						8,001
<b>Aug-20</b>	13,125	1,715		270						15,110
<b>Sep-20</b>	10,699			759						11,458
<b>Oct-20</b>	6,655			313	3,351					10,319
<b>Nov-20</b>	8,517			287	2,049	1,260				12,113
<b>Dec-20</b>	10,460			243	265					10,968
<b>Jan-21</b>	12,336			592		1,628				14,556
<b>Feb-21</b>	7,733			589	355					8,677
<b>Mar-21</b>	17,385			180	1,662	407				19,633
<b>TOTAL</b>	<b>108,461</b>	<b>2,800</b>	<b>0</b>	<b>4,364</b>	<b>7,682</b>	<b>5,885</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>129,191</b>

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

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>May-20</b>	480			<b>480</b>	
<b>Jun-20</b>	480		1,268	<b>1,748</b>	1,268
<b>Jul-20</b>	480		1,183	<b>1,663</b>	1,183
<b>Aug-20</b>	480		3,803	<b>4,283</b>	3,803
<b>Sep-20</b>	480		169	<b>649</b>	169
<b>Oct-20</b>	480		1,494	<b>1,974</b>	1,494
<b>Nov-20</b>	480		845	<b>1,325</b>	845
<b>Dec-20</b>	480		169	<b>649</b>	169
<b>Jan-21</b>	480		3,042	<b>3,522</b>	3,042
<b>Feb-21</b>	480		2,028	<b>2,508</b>	2,028
<b>Mar-21</b>	480		3,380	<b>3,860</b>	3,380
<b>Apr-21</b>	480			<b>480</b>	
<b>TOTAL</b>	<b>5,760</b>	<b>0</b>	<b>17,380</b>	<b>23,140</b>	<b>17,380</b>

## Calcon T&M Projects Tracking

3/1/2021

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/20	Project Billings FY2020-2021
<b>Closed Projects:</b>							
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	El Granada Tank No. 3 Recoating	Closed	12/16/2016		\$6,904.50	\$ 6,845.00	
CAL-17-03	Nunes Valve Control	Closed	6/29/2017	7/11/2017	\$73,281.80	\$ 79,034.35	
CAL-17-04	Denniston Booster Pump Station	Closed	7/27/2017	8/8/2017	\$21,643.75	\$ 29,760.00	
CAL-17-05	Crystal Springs Pump Station #3 Soft Start	Closed	7/27/2017	8/8/2017	\$12,213.53	\$ 12,178.13	
CAL-18-04	Tank Levels Calibration Special	Closed	3/5/2018	3/5/2018	\$8,388.75	\$ 10,700.00	
CAL-18-05	Pilarcitos Stream Flow Gauge -Well 1 120 Service Power	Closed	3/22/2018	3/22/2018	\$3,558.13	\$ 3,997.40	
CAL-17-06	Nunes 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					\$ 5,220.00	
	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	
<b>Closed Projects - Subtotal (pre FY2019-2021)</b>					<b>\$960,319.86</b>	<b>\$1,102,049.95</b>	

**FY 2020-2021 Open Projects:**

<b>Open Projects - Subtotal</b>	\$0.00	\$0.00	\$0.00
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**Other: Maintenance**

<b>Tanks</b>	
<b>Crystal Springs Maintenance</b>	\$ 1,639.94
<b>Nunes Maintenance</b>	\$ 34,481.46
<b>Denniston Maintenance</b>	\$ 25,111.37
<b>Distribution System</b>	\$ 40,727.43
<b>Wells</b>	
<b>Cellular Telemetry</b>	\$ 955.50

<b>Subtotal Maintenance</b>	\$ 102,915.70
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<b>TOTAL FY 2020/21</b>	<b>\$ 102,915.70</b>
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**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**April 13, 2021**

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, as revised on March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Boardroom was not open for the April 13, 2021 Regular Meeting of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

The Public was able to watch and/or 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 Glenn Reynolds called the meeting to order at 7:03 p.m. participating in roll call via Zoom Video Conference: Directors John Muller, Ken Coverdell, Chris Mickelsen and Vice President Bob Feldman.

Also participating: Mary Rogren, General Manager, Catherine Groves, Legal Counsel; James Derbin, Superintendent of Operations; Cathleen Brennan, Water Resource Analyst; Gina Brazil, Office Manager, Denise Ford, Administrative Assistant/Recording Secretary, and Nancy Trujillo, Accounting Manager.

**2) PLEDGE OF ALLEGIANCE**

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

**4) CONSENT CALENDAR**

- A. Approval of disbursements for the month ending March 31, 2021:  
Claims: \$468,103.96; Payroll: \$173,649.16 for a total of \$641,743.12
- B. Acceptance of Financial Reports
- C. Approval of Minutes of March 09, 2021 Regular Board of Directors Meeting
- D. Approval of Minutes of March 26, 2021 Special Closed Session Meeting
- E. Installed Water Connection Capacity and Water Meters Report

- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report-March 2021
- H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- I. Monthly Rainfall Reports
- J. SFPUC Hydrological Report for the Month of February 2021
- K. Water Service Connection Transfer Report – March 2021

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

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

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

**5) MEETINGS ATTENDED/DIRECTOR COMMENTS**

Director Muller attended the Human Resources Committee Meeting and reported there were no actions taken at the meeting.

President Reynolds informed the Board he had the opportunity to survey several coastal reservoirs via the air and noted how low they were.

**6) GENERAL BUSINESS**

**A. Quarterly Financial Review**

Ms. Rogren began her presentation by summarizing the year-to-date revenue and expenses for the first nine month of the Fiscal Year 2020-2021. She highlighted the total revenue was \$680,000 above budget and the total expenses at \$316,000 were below budget. Ms. Rogren summarized the year-to-date amount spent on the Capital Improvement Program (CIP) and outlined project delays.

Director Coverdell expressed concern over the growing accounts receivable due past due accounts. Director Coverdell suggested possibly issuing a mechanic’s lien on parcels (to make a claim at the closing of a property sale) as a way for the District to collect their revenue.

## 7) MONTHLY INFORMATION REPORTS

### A. General Manager's Report

Ms. Rogren was pleased to announce that the District was awarded a grant of \$202,431 from the California Governor's Office of Emergency Services (Cal OES) under the Community Power Resiliency Allocation to Special Districts Program. The grant will be used to install a 5,000 gallon diesel fuel tank and 1,000 gallon unleaded fuel tank at the Nunes facility both for generator and critical infrastructure use. These additions will allow the District to operate 15-20+ days during a PSPS event or an emergency.

San Mateo County is in the process of updating its Local Hazard Mitigation Plan (LHMP) and the District has agreed to participate as a "Planning Partner" in the update process.

Ms. Rogren also mentioned the District had once again received a \$34,000 insurance refund (ACWA JPIA-Insurance Refund) from the Insurance Rate Stabilization Fund for keeping insurance claims low.

### B. Superintendent of Operations Report

Mr. Derbin summarized operations highlights for the month of March 2021.

### C. Water Resources Report

Ms. Brennan provided a Water Supply Update and noted that Hetch-Hetchy reservoir is expected to fill, however Bay Area reservoirs are not expected to fill. She informed the Board that SFPUC will provide an update in mid-April on the status of the regional water supply and whether or not voluntary or mandatory rationing will be necessary.

## 8) CLOSED SESSION - The Closed Session began at 7:45 p.m.

Pursuant to California Government Code Section 54957  
Threat to Public Services or Facilities  
Consultation with District Counsel

## 9) RECONVENE TO OPEN SESSION

The Closed Session concluded at 8:26 p.m., and the Board reconvened to open session. Ms. Groves reported that the Board took no action.

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

There were no requested future agenda items from the Board members expressed.

## 11) ADJOURNMENT-The Board Meeting was adjourned at 8:26 p.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, President  
Board of Directors

*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**April 21, 2021**

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, as revised on March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Boardroom was not open for the April 21, 2021 Regular Meeting of the Coastside County Water District. The Special 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** – Vice-President Feldman called the meeting to order at 8:31 a.m. participating in roll call via Zoom Video Conference: Directors John Muller, Ken Coverdell, Chris Mickelsen. President Reynolds arrived at the meeting at 8:34am.

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

Richard Stratton, PE and Ambarish Ravi, PE with HDR Inc. were identified as participants in the meeting.

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

**3) NUNES WATER TREATMENT PLANT (WTP) IMPROVEMENT PROJECT OVERVIEW, BID RESULTS, AND POTENTIAL AWARD OF CONTRACT**

Ms. Rogren opened the discussion with a history of the Nunes Water Treatment Plant which was initially constructed in 1981 as a direct filtration plant, and then expanded to a conventional treatment plant in 1992 as part of the Crystal Springs Project. In 2008, upgrades were made to the chemical delivery systems, but there have been limited replacements or upgrades to the Nunes facility since the major expansion in 1992.

Mr. Derbin continued with a timeline since 2015 when filter valve failures started to occur. A study conducted by West Yost & Associates Inc. in 2018 further revealed wear and lifecycle issues with the existing sedimentation basin mechanical components, lack of redundancy, and the need for significant rehabilitation of the 4 filter basins, valves and actuators. A 2018 dive inspection of the clear well identified the need for recoating and repair/replacement of the internal components.

In February 2020, the Board approved a contract with HDR Engineering, Inc. (“HDR”) for a Basis of Design Report (BDR) for the Nunes WTP Improvements Project, and again in June 2020, approved a contract with HDR for a detailed design of upgrades to the Nunes facility. The design includes installation of an additional sedimentation basin, rehabilitation of all four filters, replacement of all filter valves and actuators, rehabilitation, and recoating of the clear well, and an expanded caustic soda storage chemical conveyance system.

HDR’s Final engineering design was completed in January 2021, and the project went out to bid in late January, 2021. The Engineer’s Estimate for the construction was \$6,000,000. On March 3, 2021, four bids were submitted, with Ranger Pipeline Inc. as the lowest responsive bidder at \$8.3 million. Bids ranged from \$8.3 to \$8.8 million.

HDR engineers, Richard Stratton and Ambarish Ravi presented an overview of the project. Discussions ensued regarding technical aspects of the design and the differences between the Engineer’s Estimate and the final bids which came in 30%+ higher. Board members voiced their surprise by the huge discrepancy between the Engineer’s Estimate and the bids.

Staff noted that subsequent to the bid opening, they met with HDR multiple times, and on two occasions with the Facilities Committee to review the discrepancy between the Engineer’s Estimate and bids. HDR noted that materials and equipment pricing was based on market conditions pre-pandemic and prior to recent steep price escalations, and that the cost of materials and equipment has significantly increased since the engineers estimate was provided to staff.

After discussion, the Board requested additional information and that the discussion continue at the next Board meeting on May 11, 2021.

#### **4) CLOSED SESSION - The Closed Session began at 9:40 a.m.**

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

#### **5) RECONVENE TO OPEN SESSION**

The closed Session concluded at 10:11 a.m., and the Board reconvened to open session, Mr. Miyaki report that the Board took no action in the closed session.

6) **ADJOURNMENT**-The special meeting was adjourned at 10:11 a.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, President  
Board of Directors

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

**FY 2021 Meters**

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>HMB Non-Priority</b>													
0.5" capacity increase													
5/8" meter	1				1		3	2					7
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
3" meter													
<b>HMB Priority</b>													
0.5" capacity increase													
5/8" meter													
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
<b>County Non-Priority</b>													
0.5" capacity increase													
5/8" meter	1	2					1		1				5
3/4" meter													
1" meter													
<b>County Priority</b>													
5/8" meter													
3/4" meter													
1" meter													
1.5" meter													
<b>Totals</b>	2	2	0	0	1	0	4	2	1	0			12

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

<b>FY 2020 Capacity</b> (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	1				1		3	2					7
HMB Priority													
County Non-Priority	1	2					1		1				5
County Priority													
<b>Total</b>	2	2	0	0	1	0	4	2	1	0			12

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2021**

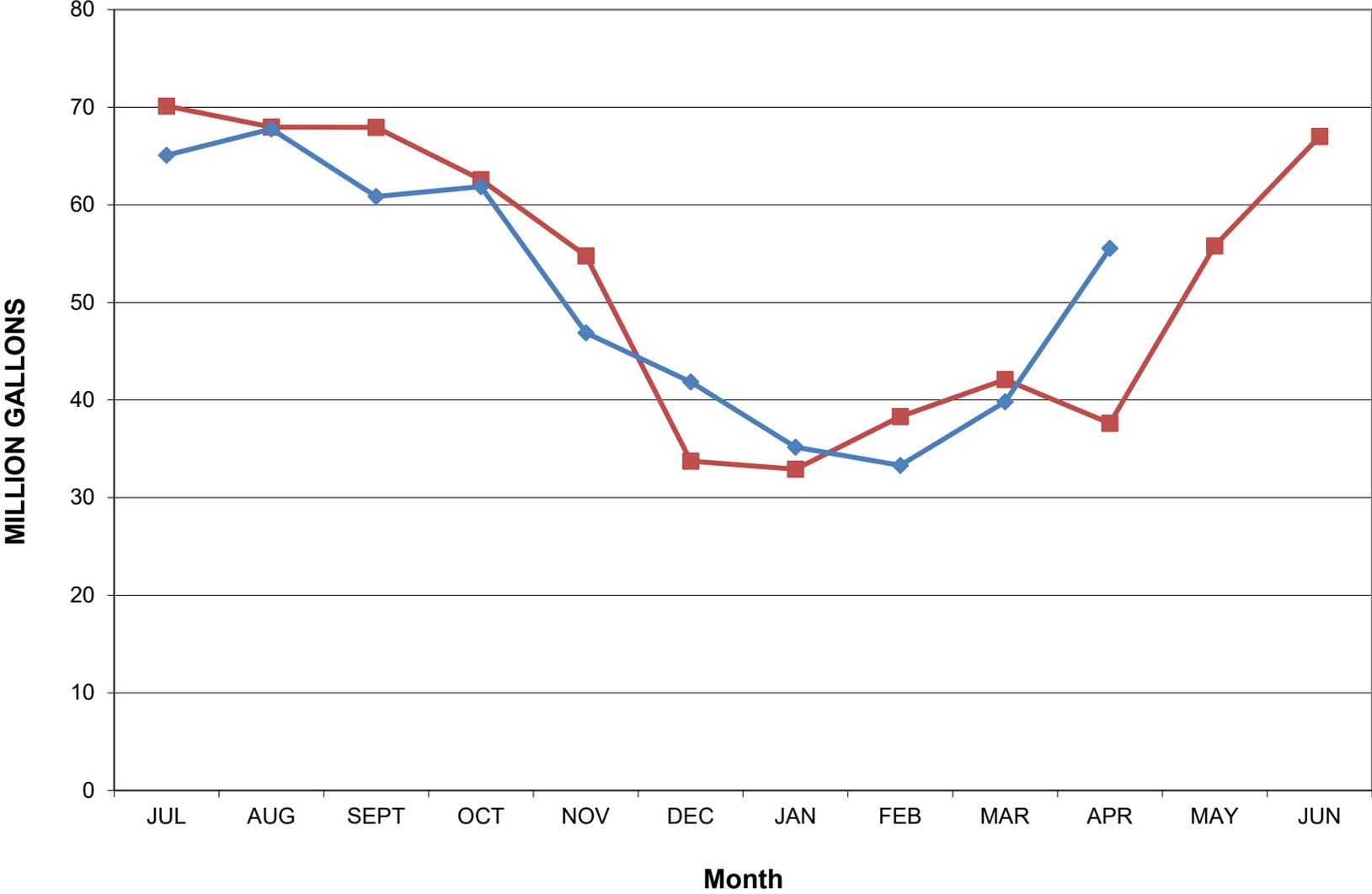
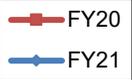
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.02	2.54	0.00	28.80	36.06	67.42	2.35	65.07
AUG	0.00	0.00	0.00	49.75	20.27	70.02	2.25	67.78
SEPT	0.00	0.00	0.00	1.31	60.84	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	12.69	11.17	14.25	4.16	44.53	2.67	41.86
JAN	1.73	13.04	11.06	1.99	10.86	38.68	3.50	35.18
FEB	0.78	16.51	10.87	0.00	9.60	37.76	4.45	33.31
MAR	1.98	17.11	10.47	0.00	13.08	42.64	2.82	39.82
APR	1.40	12.72	0.00	0.00	44.48	58.60	3.06	55.54
MAY								
JUN								
<b>TOTAL</b>	8.17	74.61	47.48	110.49	292.84	533.59	25.44	508.15
% MONTHLY TOTAL	2.4%	21.7%	0.0%	0.0%	75.9%	100.0%	5.2%	94.8%
% ANNUAL TO DATE TOTAL	1.5%	14.0%	8.9%	20.7%	54.9%	100.0%	4.8%	95.2%

CCWD vs SFPUC- month 24.1%  
 CCWD vs SFPUC- annual 24.4%

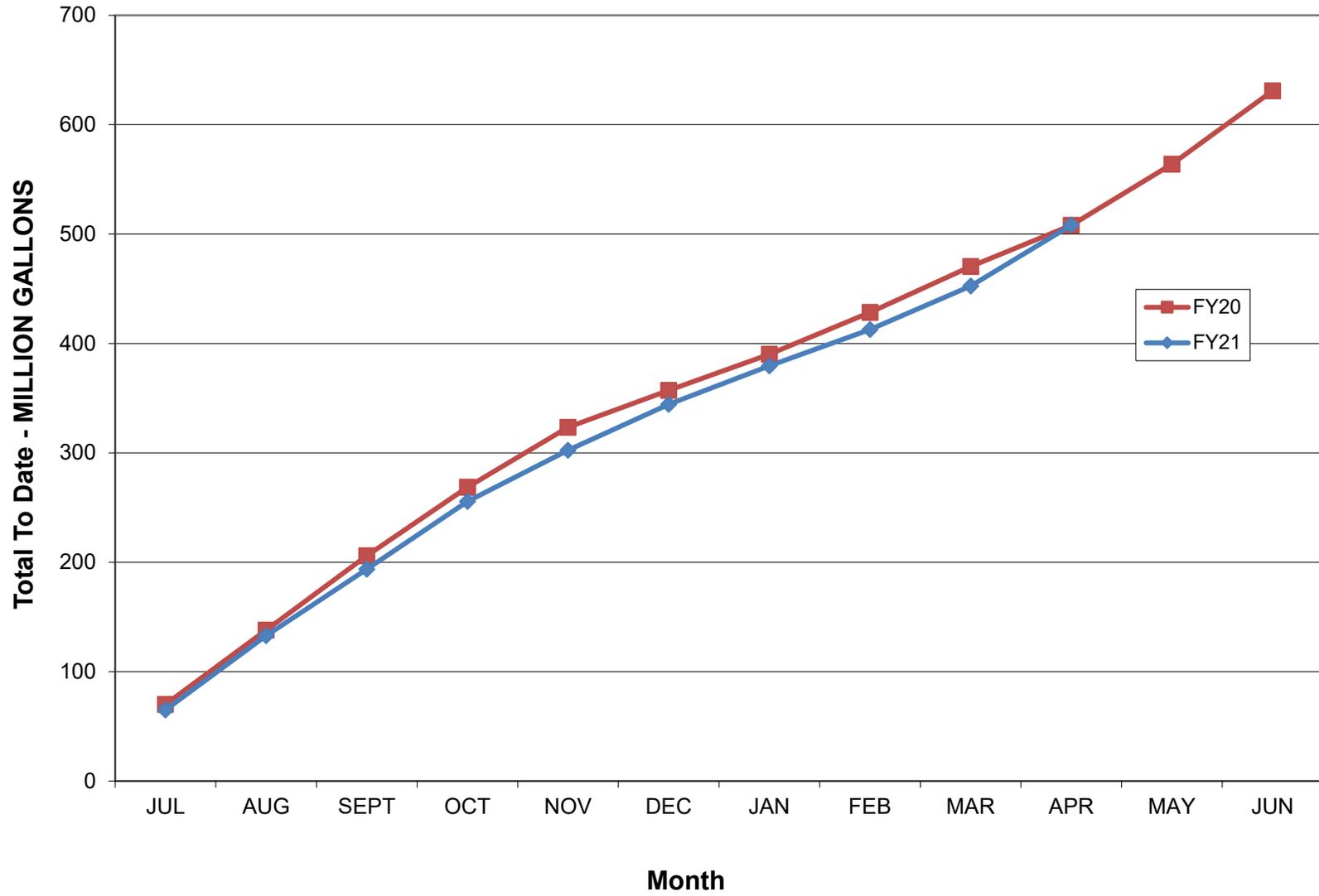
12 Month Running Treated Total **624.88**  
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2020**

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.61	24.29	0.00	22.27	20.58	68.75	2.58	66.17
AUG	1.44	18.68	0.00	20.20	26.36	66.68	2.21	64.47
SEPT	1.43	16.35	0.00	19.19	30.98	67.95	3.32	64.63
OCT	0.27	4.66	0.00	9.91	48.70	63.54	1.74	61.80
NOV	0.17	17.27	8.61	0.00	29.39	55.44	2.56	52.88
DEC	0.02	17.06	13.91	0.00	4.10	35.09	3.16	31.93
JAN	0.00	19.57	14.65	0.00	1.79	36.01	2.45	33.57
FEB	1.69	22.87	12.07	1.73	0.23	38.59	4.44	34.15
MAR	0.89	20.08	13.07	3.63	8.30	45.97	2.66	43.31
APR	0.07	18.60	0.00	14.09	10.06	42.82	3.01	39.81
MAY	0.24	16.22	0.00	0.00	41.16	57.62	3.82	53.81
JUN	1.35	6.51	0.00	0.00	58.81	66.67	3.74	62.93
<b>TOTAL</b>	9.18	202.16	62.31	91.02	280.46	645.13	35.68	609.46
% TOTAL	1.4%	31.3%	9.7%	14.1%	43.5%	100.0%	5.53%	0.0%

Monthly Production FY 20 vs FY 21



Cumulative Production FY20 vs FY21





MONTH    Apr-21						
Coastside County Water District Monthly Discharge Report						
EMERGENCY MAIN AND SERVICE REPAIRS						
	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (MG)
1						
2						
3						
4						
5						
6						
7						
8						
<b>Totals</b>						<b>0.000</b>

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.036
Reservoir Cleaning	
Automatic Blowoffs	0.187
Dewatering Operations	
Other (includes flow testing)	0.002
DISCHARGES GRAND TOTAL (MG)	
<b>0.225</b>	

Coastside County Water District  
 766 Main Street  
 July 2020 - June 2021

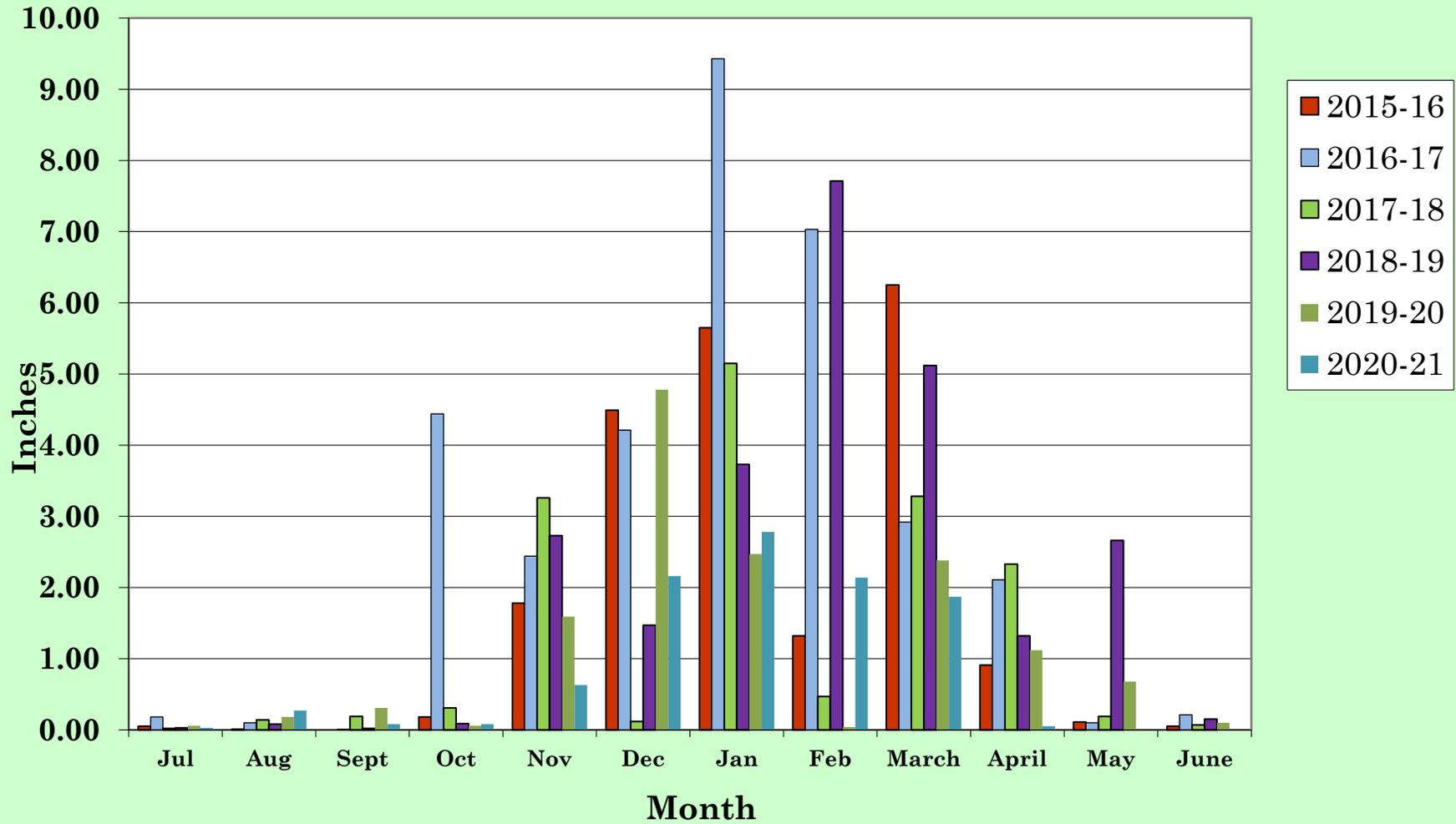
Nunes  
 Rainfall in Inches

	2020						2021.00					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0.01	0	0	0	0	0.02	0.92	0	0		
2	0	0	0	0	0	0	0.30	0.10	0	0		
3	0	0.03	0	0	0	0	0.01	0.01	0	0		
4	0	0.03	0	0	0	0	0.24	0	0	0		
5	0	0.02	0	0.01	0	0	0.01	0	0.32	0		
6	0	0	0	0.02	0.04	0	0.01	0	0.03	0		
7	0	0	0	0	0	0	0	0	0	0		
8	0	0	0	0.01	0	0	0.01	0	0	0		
9	0	0	0.01	0.01	0	0	0	0	0.36	0		
10	0	0	0	0.01	0	0	0	0	0.66	0		
11	0	0	0.01	0.01	0	0.8	0	0	0	0		
12	0	0	0.02	0	0	0.1	0	0	0	0		
13	0	0	0.01	0	0.07	0.6	0	0	0	0		
14	0	0	0	0	0.01	0	0	0	0.15	0		
15	0	0	0	0	0	0	0	0	0.01	0		
16	0	0.08	0	0	0	0.4	0	0	0	0		
17	0	0	0.01	0	0.36	0	0	0	0	0		
18	0	0	0	0	0.1	0	0	0	0.27	0		
19	0	0	0	0	0.01	0	0	0	0	0		
20	0.01	0	0	0	0	0	0	0	0.07	0		
21	0	0.02	0	0	0	0	0	0	0	0		
22	0	0.01	0	0	0.03	0	0.49	0	0	0		
23	0.02	0	0.01	0	0.01	0	0	0	0	0		
24	0	0	0.01	0	0	0	0.41	0	0	0.01		
25	0	0.02	0	0	0	0.2	0	0	0	0.01		
26	0	0.01	0	0.01	0	0	0.50	0	0	0.01		
27	0	0.02	0	0	0	0	0.26	0	0	0		
28	0	0	0	0	0	0	0.22	0	0	0		
29	0	0.02	0	0	0	0	0.30		0	0		
30	0	0	0	0	0	0.1	0		0	0.02		
31	0	0		0		0	0		0			
Mon.Total	0.03	0.27	0.08	0.08	0.63	2.16	2.78	2.14	1.87	0.05		
Year Total	0.03	0.30	0.38	0.46	1.09	3.25	6.03	8.17	10.04	10.09		

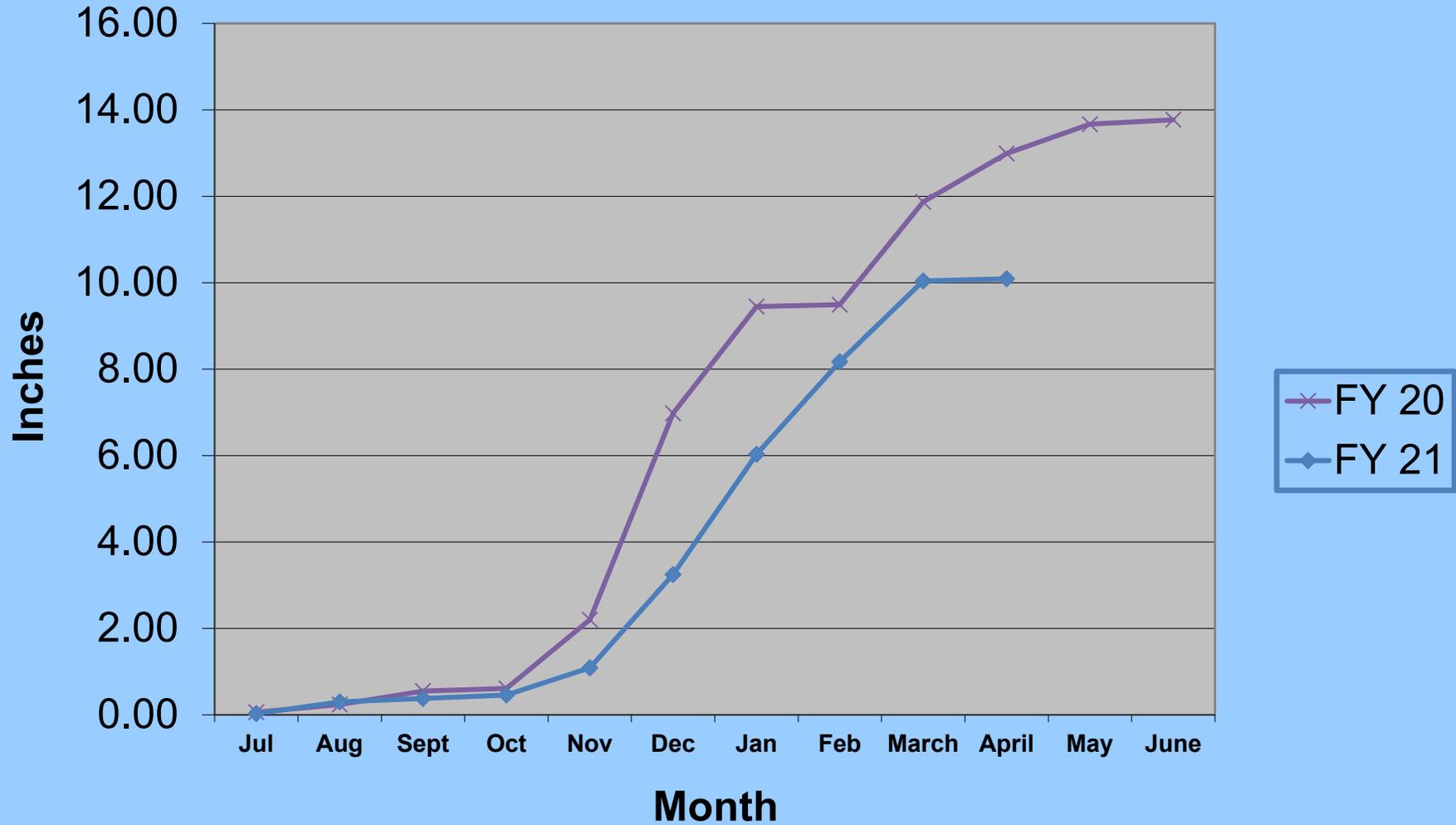
# Coastside County Water District

## Rainfall by Month

Fiscal Years 16 - 21

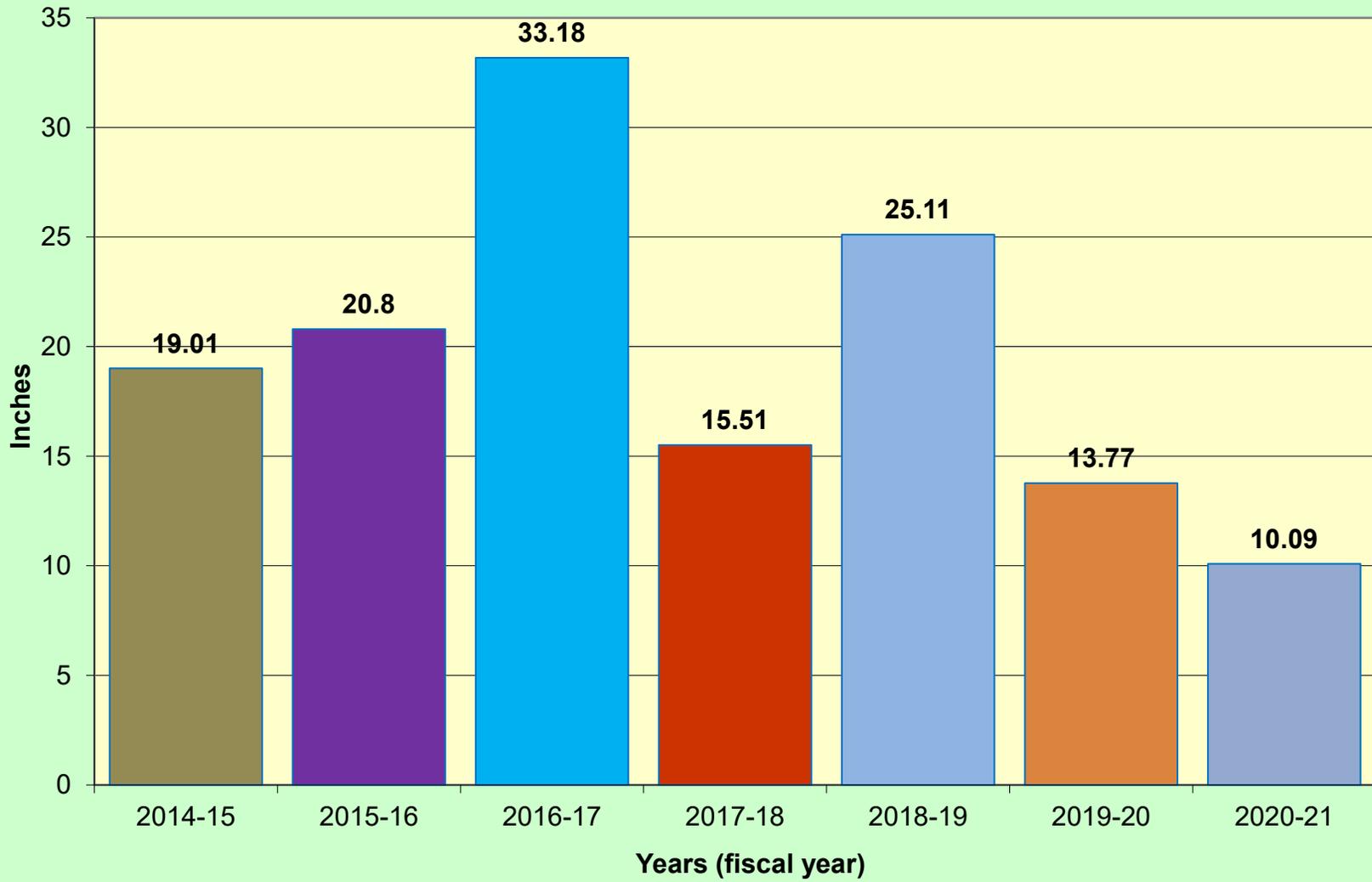


# Rainfall Total Comparison Fiscal Years 20-21



# Rain Totals

## Fiscal Years 13 - 21

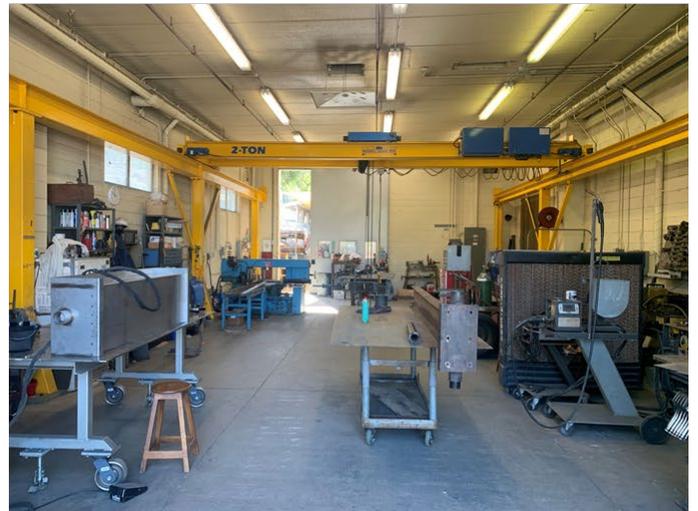


**WATER SERVICE CONNECTION TRANSFER REPORT  
TRANSFERS APPROVED FOR THE MONTH OF APRIL 2021**

<b>DONATING APN</b>	<b>PROPERTY OWNER(S)</b>	<b>RECIPIENT APN</b>	<b>PROPERTY OWNER(S)</b>	<b># OF CONNECTIONS</b>	<b>DATE</b>
056-580-050	Ailanto Properties, Inc.	048-137-240	V. G. Investments	five (5) 5/8"	April 7, 2021

# San Francisco Public Utilities Commission Hydrological Conditions Report March 2021

J. Chester, C. Graham, N. Waelty, April 9, 2021



The Hetch Hetchy Water and Power Machine Shop is up to the task, whether it is working on a diesel engine or custom fabricating the tools and equipment needed to keep the water flowing. Machinist Robert Adams is shown constructing parts and welding together a leakage weir for Priest Dam.

## System Storage

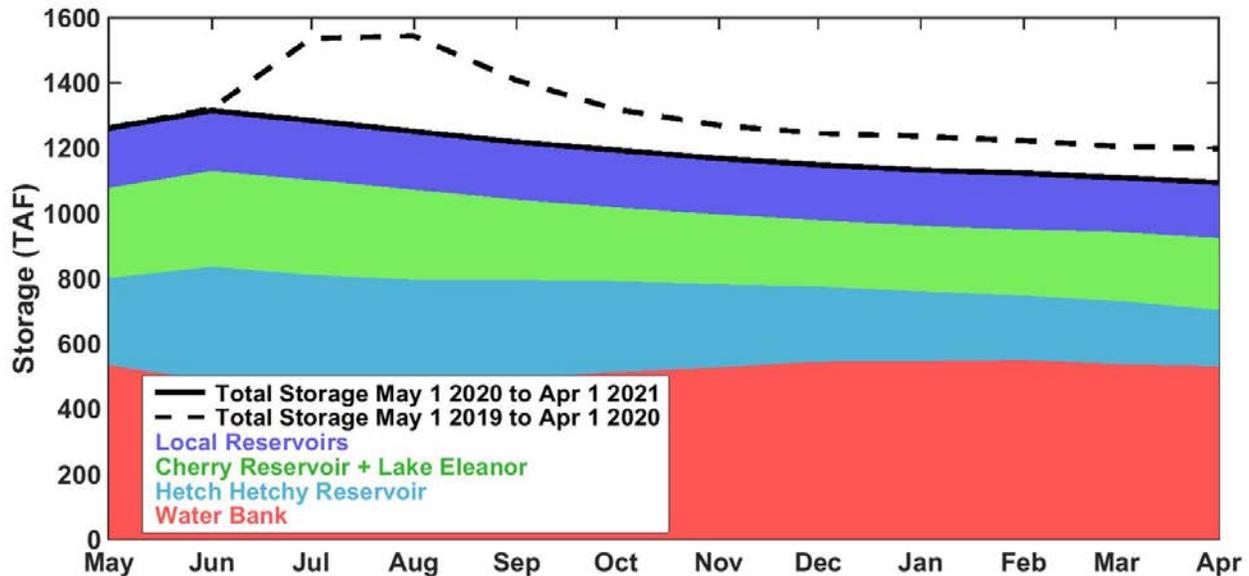
Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of April 1, 2021							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	173,224		340,830		167,606		51%
Cherry Reservoir <sup>2</sup>	196,485		268,810		72,325		73%
Lake Eleanor <sup>3</sup>	24,193		25,216		1,023		96%
Water Bank	529,889		570,000		40,111		93%
Tuolumne Storage	923,791		1,204,856		281,065		77%
<b>Local Bay Area Storage</b>							
Calaveras Reservoir	59,254	19,308	96,824	31,550	37,569	12,242	61%
San Antonio Reservoir	44,903	14,632	50,496	16,454	5,592	1,822	89%
Crystal Springs Reservoir	50,138	16,338	58,377	19,022	8,238	2,684	86%
San Andreas Reservoir	13,765	4,485	18,996	6,190	5,232	1,705	73%
Pilarcitos Reservoir	1,920	626	2,995	976	1,074	350	64%
Total Local Storage	169,981	55,388	227,688	74,192	57,706	18,804	75%
<b>Total System</b>	<b>1,093,772</b>		<b>1,432,544</b>		<b>338,771</b>		<b>76%</b>

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

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

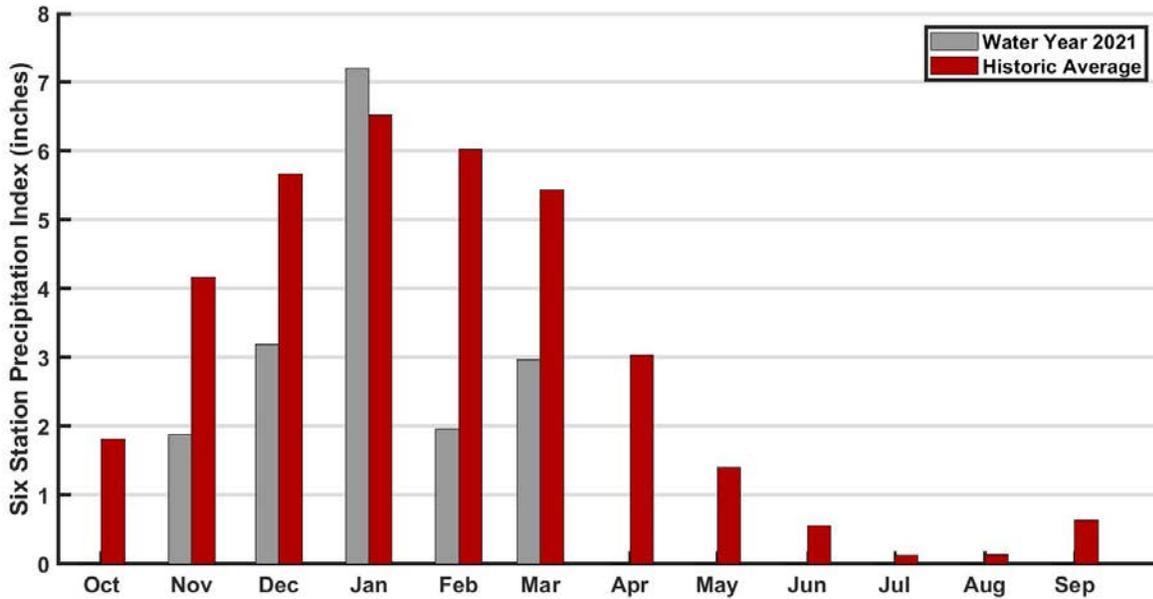
<sup>3</sup> Maximum Lake Eleanor storage with two flash-boards in.



**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.

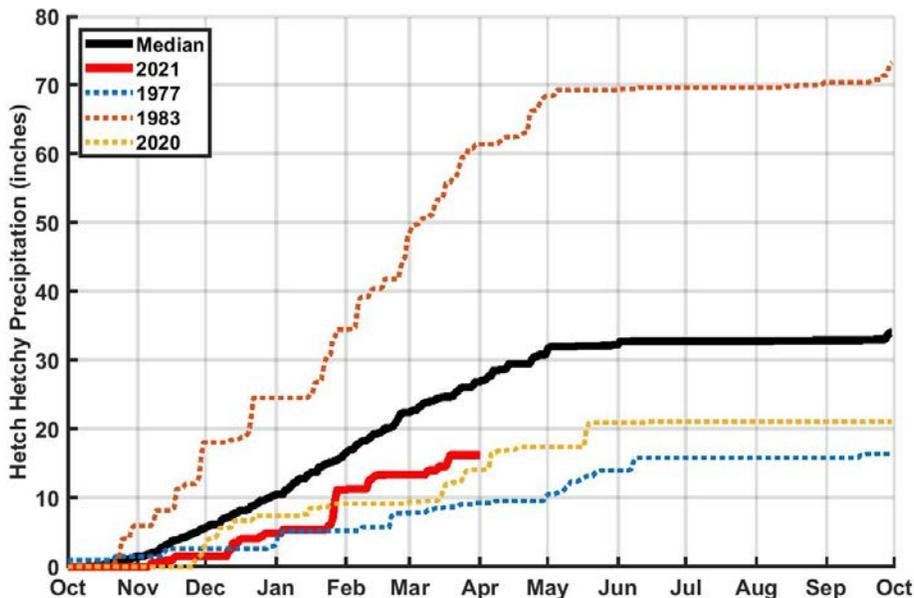
## Hetch Hetchy System Precipitation Index

*Current Month:* The March 2021 six-station precipitation index reported 2.97 inches of precipitation for the month, which is 55% of the monthly average. 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) 2021 was 17.17 inches, which is 48% of the average annual water year total. The Hetch Hetchy Weather Station received 2.84 inches of precipitation in March for a total of 16.29 inches for WY 2021, or 55% of average to-date. The cumulative WY 2021 Hetch Hetchy precipitation is shown in Figure 3 in red.



**Figure 3:** Water Year 2021 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2020 for comparison purposes.

## Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for March 2021 and the year to date is summarized below in Table 2.

<b>Table 2 Calculated Reservoir Inflows and Water Available to City</b>								
* All flows are in acre-feet	March 2021				October 1, 2020 through March 31, 2021			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	20,227	39,015	41,473	49%	39,724	114,363	130,265	30%
Inflow to Cherry Reservoir and Lake Eleanor	24,811	37,980	42,053	59%	51,755	113,246	138,673	37%
Tuolumne River at La Grange	68,340	159,640	190,040	36%	145,654	481,436	600,504	24%
Water Available to City	1,454	27,949	67,837	2%	3,172	109,924	223,625	1%

<sup>1</sup>Hydrologic Record: 1919-2015

### Hetch Hetchy System Operations

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 20,227 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for March were 35 cfs. Total precipitation for Water Year 2021 has resulted in a Water Year Type C for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream releases will remain at 35 cfs for April.

Cherry Reservoir valve and power draft releases totaled 14,932 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 that flow through June 2021. Lake Eleanor required minimum instream release was 5 cfs for March and increased to 10 cfs for April once the pumps were activated. The Cherry / Eleanor Pumps were activated on April 4 and will remain on to manage runoff inflows.

### Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for March was 40 MGD. The Sunol Valley Water Treatment Plant was in standby with no production for the month.

### Local System Water Delivery

The average March delivery rate was 182 MGD, which is a 14% increase over the February delivery rate of 159 MGD.

## Local Precipitation

The rainfall summary for March 2021 is presented in Table 3.

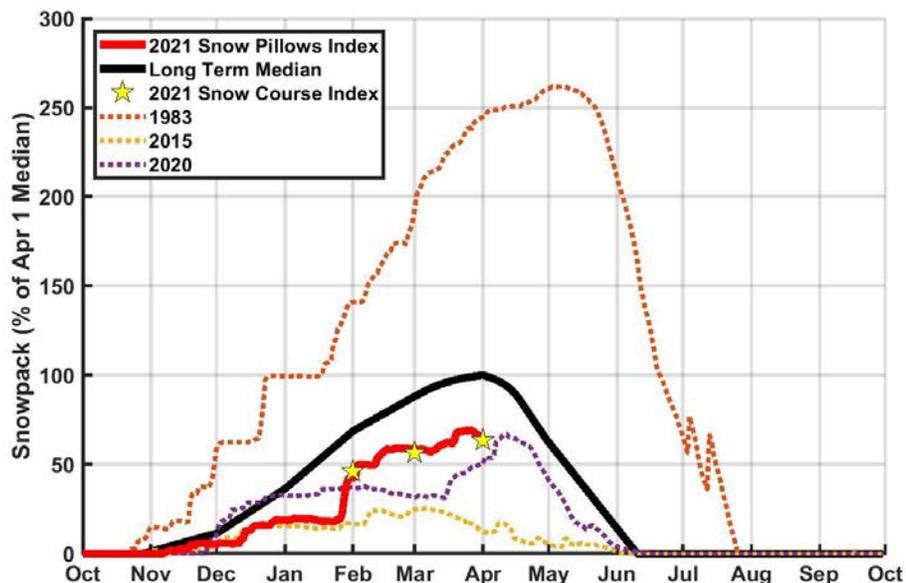
Weather Station Location	March		October 1, 2020 through March 31, 2021	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	2.94	53%	17.93	54%
Lower Crystal Springs Reservoir	2.07	53%	11.75	50%
Calaveras Reservoir	2.04	61%	9.70	52%

## Snowpack, Water Supply and Planned Water Supply Management

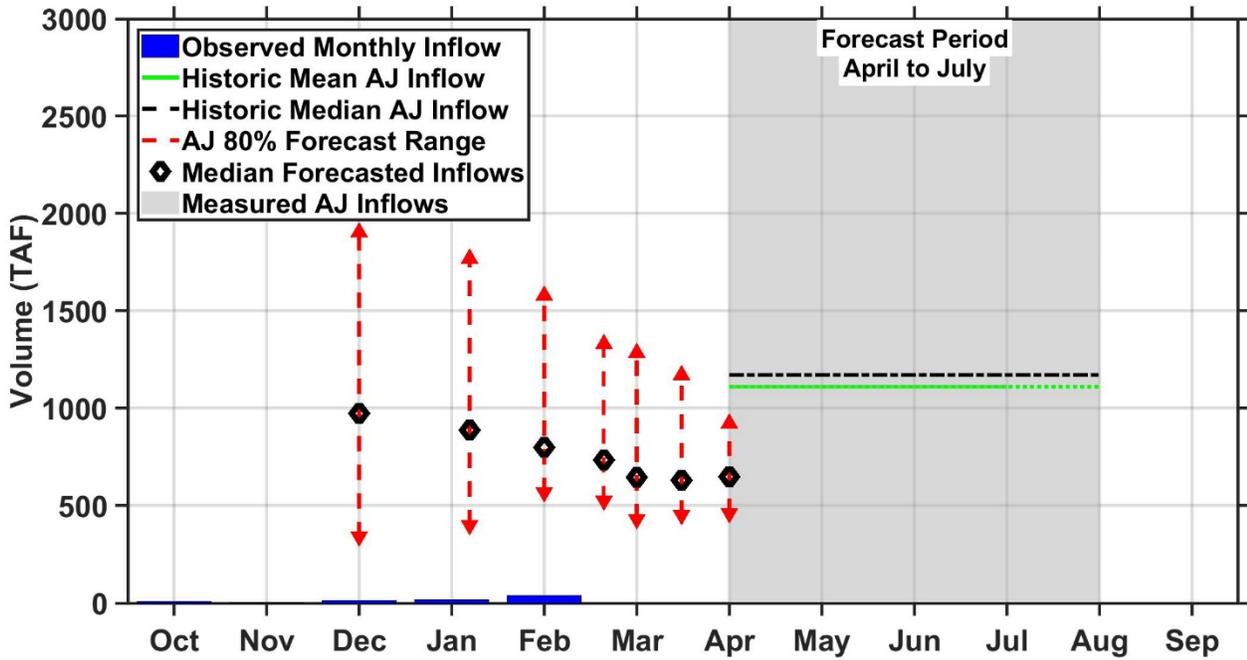
Very dry conditions during the second half of Water Year 2020 and the first third of Water Year 2021 were punctuated by a large, cold, and beneficial storm cycle during the last week of January, with widespread snow accumulation occurring above 4,000 feet. This three-day event made January the only above average month for precipitation in WY2021; all other months have been below average. Cold storms in February and March brought modest precipitation and additional beneficial snowfall down to 4,000 feet.

The snowpack is currently 60 percent of normal (Figure 4). Soils beneath the snowpack are becoming wetter with the onset of runoff but are still relatively dry.

The lower than average snowpack has resulted in correspondingly lower than average inflow forecasts (Figure 5). The 2021 median runoff forecast is currently around 60% of average. While well below average, the forecasted inflows will be enough to refill all upcountry reservoirs. Water Bank will not refill this spring, as Water Available to the City is expected to be exceeded by water deliveries. Hetch Hetchy Reservoir will be managed to fill in May or June, with any additional inflows being run through the Kirkwood and Moccasin Powerhouses. Cherry Reservoir and Lake Eleanor will be managed to fill in May or June, with some water transferred to Water Bank via power generation.

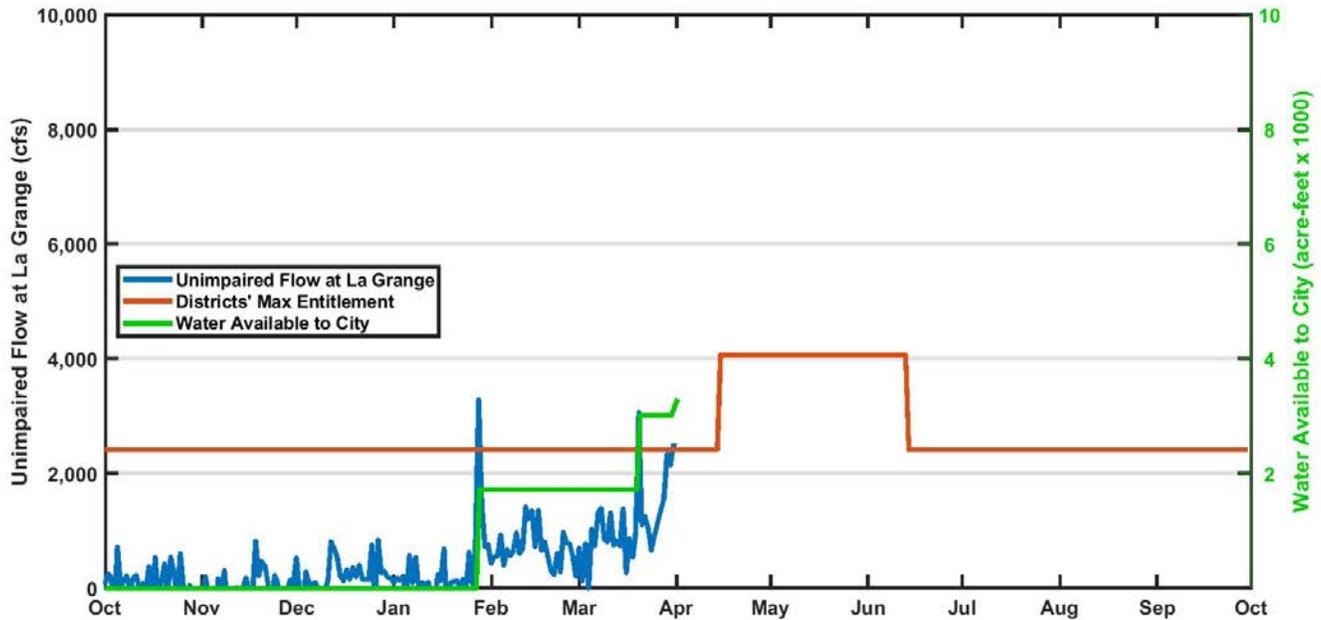


**Figure 4:** Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements. Also plotted is the mean monthly manual snow surveys (stars) in the Tuolumne Basin.



**Figure 5:** Forecasted April to July Full Natural Flow at La Grange. Sustained below average precipitation has resulted in a significant reduction in forecasted inflows. The median forecast is currently at around 60% of normal, roughly corresponding with the precipitation and snow to date.

The calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City are shown in Figure 6. As of April 1, there has been 3,172 ac-ft water available to the City in Water Year 2021.



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

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** May 11, 2021

**Date:** April 27, 2021

**Subject:** Acceptance of Non-Complex Pipeline Extension Project  
415 and 417 Chesterfield Avenue  
Jeff & April Murray and Marcos & Esther Hernandez

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**Recommendation:**

Accept the water system improvements for the Non-Complex Pipeline Extension Project at 415 and 417 Chesterfield Avenue, Half Moon Bay as complete.

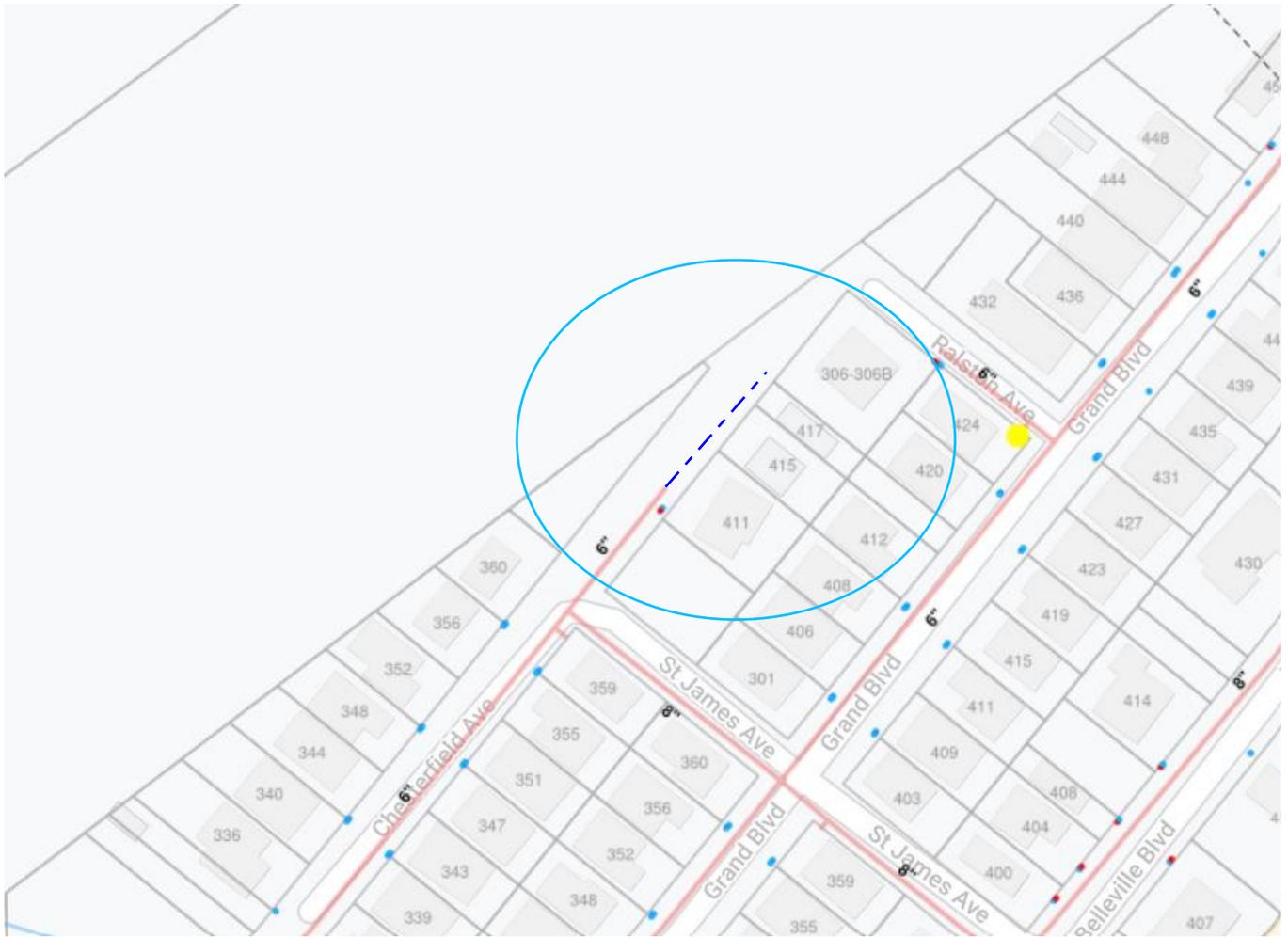
**Background:**

A non-complex pipeline extension project for 415 and 417 Chesterfield Avenue, Half Moon Bay was completed on March 17, 2021.

The District accepts the project utility system according to the conditions listed below:

- √ That the Project Utility System was constructed in accordance with the district regulations.
- √ All costs for the construction of the Project have been borne by the applicant. No outstanding fees are due at this time.

**Fiscal Impact:** None.



**STAFF REPORT**

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

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

**Via: Mary Rogren, General Manager**

**Agenda: May 11, 2021**

**Date: May 4, 2021**

**Subject: Nunes Water Treatment Improvement Project Overview, Bid Results, and Potential Award of Contract.**

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**Recommendation:**

Provide an overview of the Nunes Water Treatment Improvement Project, bid results, and opportunity for a Board discussion. Consider authorizing the General Manager to enter into a contractual agreement with Ranger Pipeline Inc. ("Ranger") for \$8,339,915 to complete the Nunes Water Treatment Plant Improvements Project.

**Background:**

The Nunes Water Treatment Plant was originally constructed as a 2.5 MGD direct filtration surface water treatment plant in 1981. In 1992, in conjunction with the Crystal Springs Pump Station project, the District converted this facility to a 4.5 MGD conventional treatment plant. This project included the installation of a sedimentation basin and an additional filter to the three existing filters. In 2010, the District invested \$1.8 Million to upgrade the chemical storage/delivery and plant controls systems. Since then, no significant capital expenditures have been made at the Nunes facility.

In 2018, the District contracted with West Yost and Associates to conduct a feasibility study "Optimizing Treatment of Local Water Sources at Denniston and Nunes". In the final report, West Yost identified many areas of the Nunes plant that have reached the end of their useful life after 30 to 40 years in service and in need of rehabilitation or replacement. In addition, West Yost identified the need to provide redundancy to the existing sedimentation basin given current regulations and also recommended other process upgrades to comply with future regulations.

**STAFF REPORT**

**Agenda: May 11, 2021**

**Subject: Nunes Water Treatment Plant Improvement Project**

**Page Two**

In early 2020, the Board approved a contract with HDR Engineering Inc. (“HDR”) for a Basis of Design Report (BDR) and later awarded a contract for detailed design of the necessary upgrades to the Nunes facility. This project includes the following needed improvements/upgrades:

- Filter improvements to four existing filters including media replacement, underdrain replacement, addition of air scour system and blowers, new filter-to-waste pumps and piping.
- Addition of a new plate settler sedimentation basin and associated electrical/instrumentation work.
- Chemical system improvements including the addition of a caustic soda bulk tank and transfer pump.
- Concrete repair and coating for the filters and existing clearwell.
- Other process improvements including replacement and addition of valves, flowmeters, and misc. piping.
- Civil improvements including a soil-nail retaining wall, asphalt pavement, aggregate based access road, site drainage and grading.
- Electrical improvements including addition of a new MCC and miscellaneous electrical improvements.

See Exhibit A for sample project drawings. This comprehensive project will provide extensive rehabilitation and upgrades to over 25% of the Nunes Facility and will serve the District’s customers for several decades into the future.

HDR's services were completed on January 11, 2021 and the Engineers Estimate for this work was \$6,000,000.

The bid specification package was prepared and issued on January 27, 2021 for soliciting bids on the project. On March 3, 2021, four bids were submitted, with Ranger Pipeline Inc. as the lowest responsive bidder at \$8.3 Million.

<b>Contractor Name</b>	<b>Bid Amount</b>
<b>Ranger Pipeline</b>	<b>8,339,915</b>
<b>Mountain Cascade</b>	<b>8,420,096</b>
<b>JMB Construction</b>	<b>8,579,115</b>
<b>Valentine Corp.</b>	<b>8,824,830</b>

Staff reached out to HDR to find out why the bids submitted were roughly 30% higher than estimated. The HDR response cited recent rapid price escalation for

**STAFF REPORT****Agenda: May 11, 2021****Subject: Nunes Water Treatment Plant Improvement Project****Page Three**

material and equipment as the primary reason for the difference between the bids received and the Engineers Estimate. In addition, the absence of bids from large firms specializing in water treatment plant construction indicates these specialty firms are currently too busy with other projects to bid on the Nunes project. District staff have reached out to other public agencies about the current bidding environment and have been told they are experiencing sudden price escalations and projects exceeding engineering estimates.

While the bid results are outside of the range of the Engineers Estimate, bids were very competitive within a 6% spread. Staff feels this tight range of bids indicates the plans and specifications are complete and through and also reflects the actual cost of the work in the current construction market conditions.

District staff and the Facilities Committee met with HDR to discuss and evaluate alternative means of project delivery for the Nunes improvements that could allow for value engineering. The Construction Management-At-Risk (CMAR) approach, where guaranteed pricing for all subcontractors and equipment is provided before construction begins was evaluated. Granted this process typically starts at the 10% design level and the District has a final plan set and specifications for construction, staff feels this approach could potentially escalate the project costs due to added engineering and legal efforts needed to start this process now. In addition, if the CMAR path was chosen the project will likely be delayed by 6 months to one year. After internal discussions, staff does not recommend delaying the project further due to the risk that rebidding may result in even higher bids.

In order to provide reassurance, staff had an independent engineering firm Freyer and Laureta, Inc. ("F&L") conduct an independent peer review of the project design and specifications and to provide an opinion as to the completeness and overall coordination of the Construction Contract Documents. The results of this peer review indicated that the Contract Documents were completed to a level of detail and quality consistent with F&L's experience with similar projects in the San Francisco Bay Area. (See Attachment B for F&L's Memorandum outlining their findings in the review.)

Staff also met with the District's Finance Committee on May 4 to discuss the impact to future rate adjustments given the \$2 Million differential in pricing from the budget for the Nunes WTP Improvements included in the District's Capital Improvement Program. Since the April 21 Special Board meeting, District staff met with the District's rate consultants, Raftelis, Inc. and updated the District's rate model. Staff shared the updated model with the Finance Committee that demonstrates with additional financing to offset the cost differential, future rate

**STAFF REPORT**

**Agenda: May 11, 2021**

**Subject: Nunes Water Treatment Plant Improvement Project**

**Page Four**

increases would remain the same as modeled in August 2020 in anticipation of the District's October 2020 Rate Hearing.

Staff recommends moving forward and contracting with Ranger Pipeline Inc. References have been checked on water facilities projects undertaken by Ranger and all the references were very positive. The following local public agencies gave Ranger very high marks on their performance on recent projects:

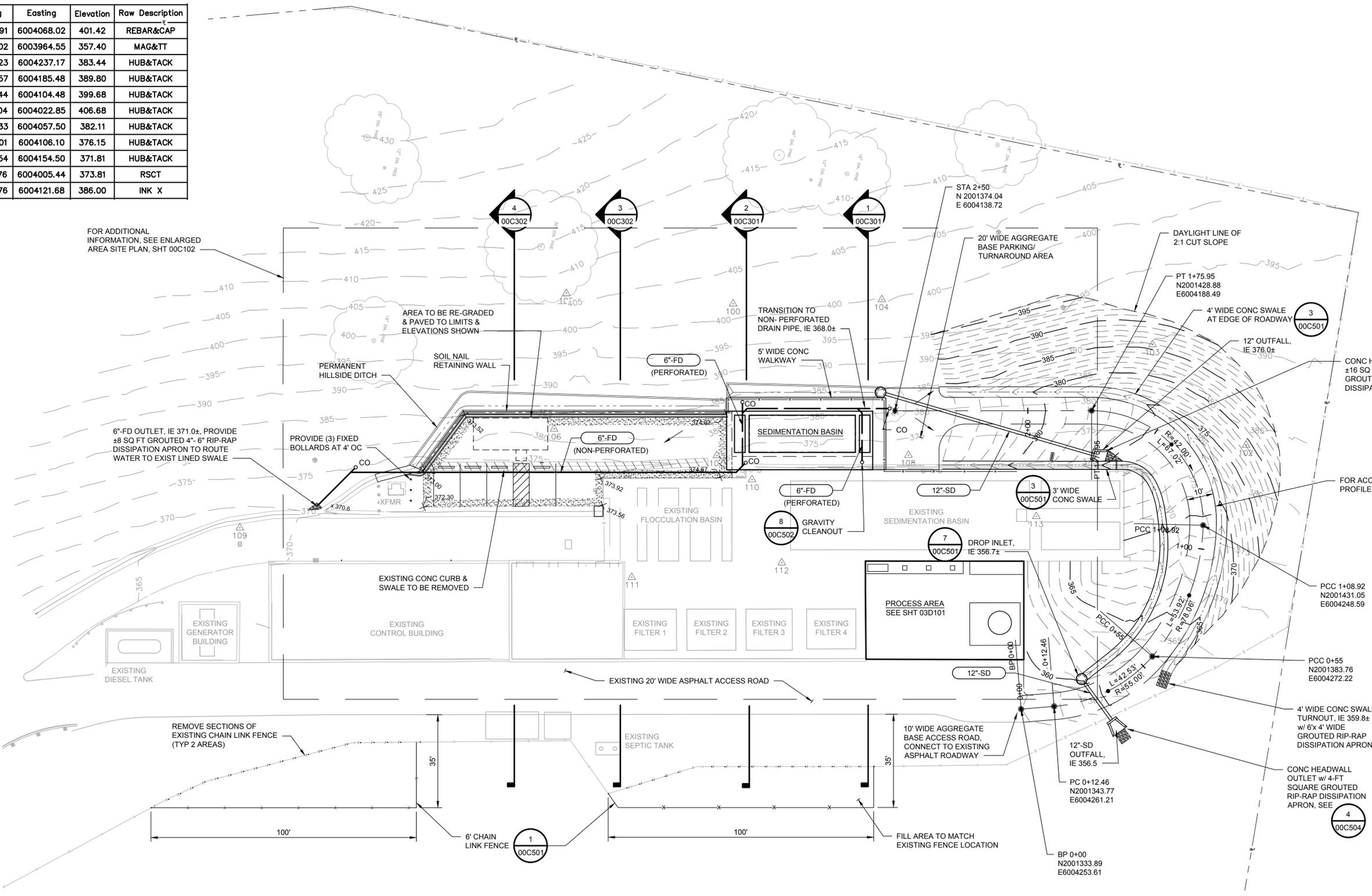
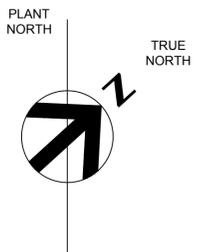
- SFPUC
- EBMUD
- City of Half Moon Bay

Richard Stratton from HDR and Jeffrey Tarantino from F&L will participate in the meeting and will be available to answer questions.

**Fiscal Impact:**

Funding for this project is included in the Fiscal Year 2020/2021 to Fiscal Year 2029/2030 Capital Improvement Program Budget in the amount of \$7,600,000. This project will take 24 months to complete, and the costs will be spread over FY 20/21 through FY 22/23.

Point #	Northing	Eastng	Elevation	Raw Description
100	2001355.91	6004068.02	401.42	REBAR&CAP
101	2001002.02	6003964.55	357.40	MAG&TT
102	2001463.23	6004237.17	383.44	HUB&TACK
103	2001462.57	6004185.48	389.80	HUB&TACK
104	2001398.44	6004104.48	399.68	HUB&TACK
105	2001312.04	6004022.85	406.68	HUB&TACK
106	2001274.33	6004057.50	382.11	HUB&TACK
107	2001313.01	6004106.10	376.15	HUB&TACK
108	2001366.54	6004154.50	371.81	HUB&TACK
109	2001161.76	6004005.44	373.81	RSCT
110	2001316.76	6004121.68	386.00	INK X



**SURVEYOR STATEMENT:**

- HORIZONTAL DATUM IS BASED ON NAD 83 (2011) TIED TO NGS POINT MOON 2.
- VERTICAL DATUM IS CLIENT-SUPPLIED LOCAL DATUM = NAVD 88 (-) 1.54'

**NOTES:**

- CONTRACTOR TO FIELD VERIFY LOCATION OF EXISTING FACILITIES AND PIPING ELEVATION BEFORE MAKING CONNECTIONS.

01/27/21  
00C101.dwg

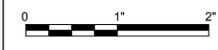


ISSUE	DATE	DESCRIPTION
A	1/27/21	ISSUE FOR BID

<b>PROJECT MANAGER</b>	RICH STRATTON
<b>DESIGNER 1</b>	A. RAVI
<b>DESIGNER 2</b>	
<b>CHECKED</b>	
<b>DRAWN</b>	P. VAN MEURS
<b>DATE</b>	JAN 27, 2021
<b>PROJECT NUMBER</b>	10234732



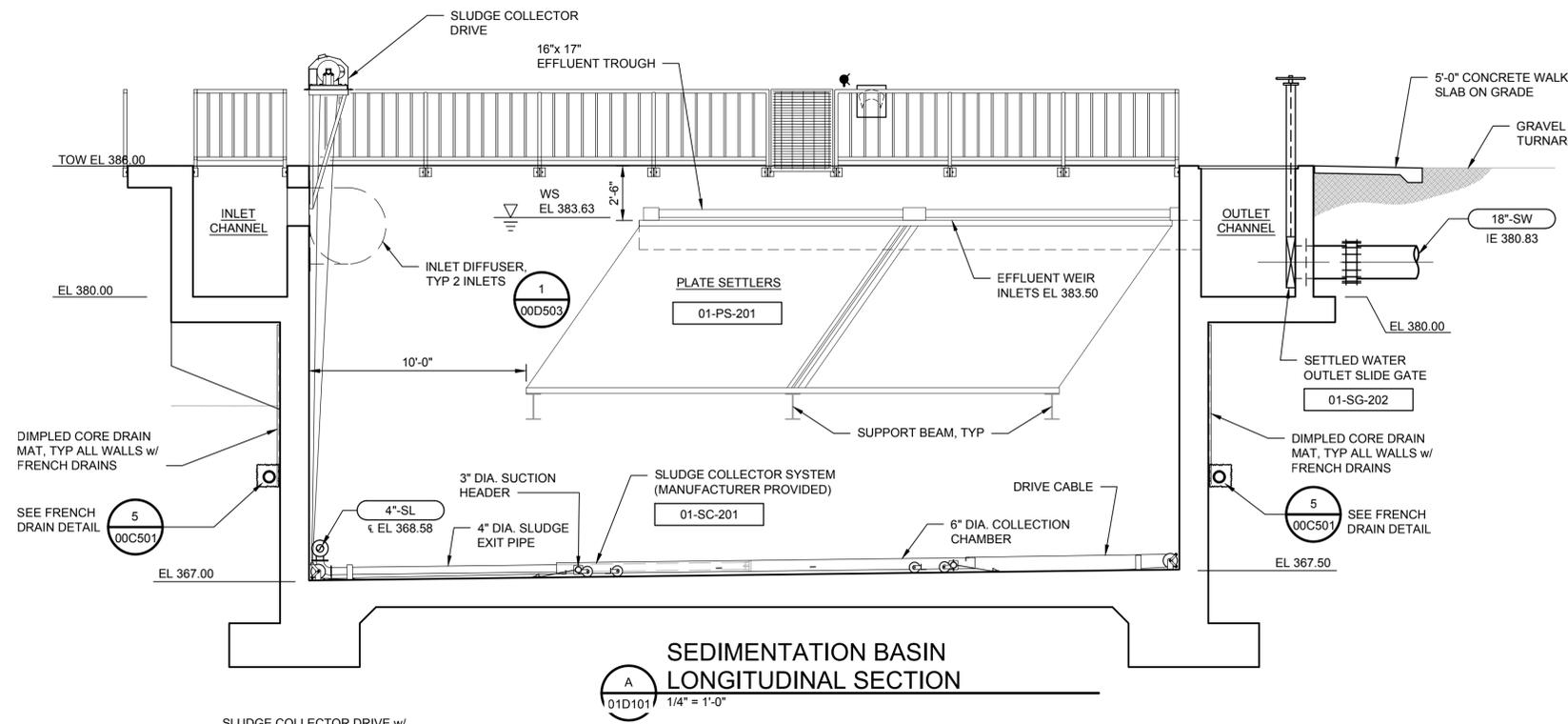
**NUNES WATER TREATMENT PLANT UPGRADES**



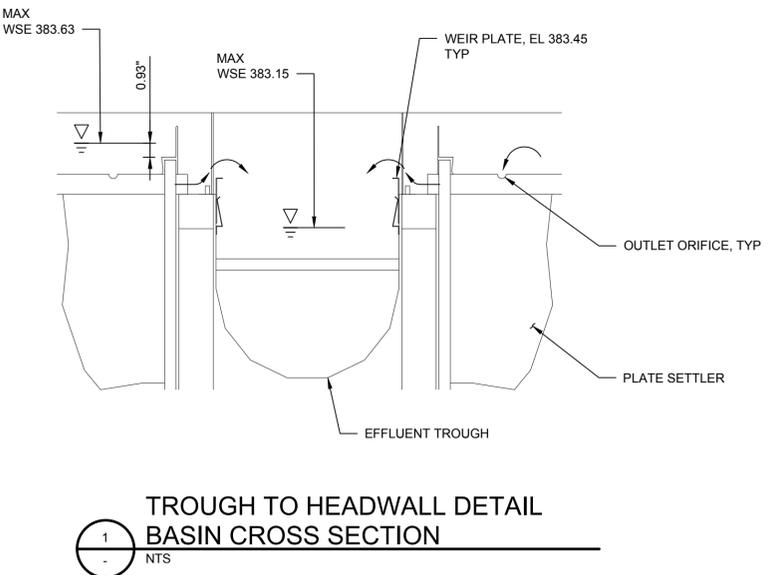
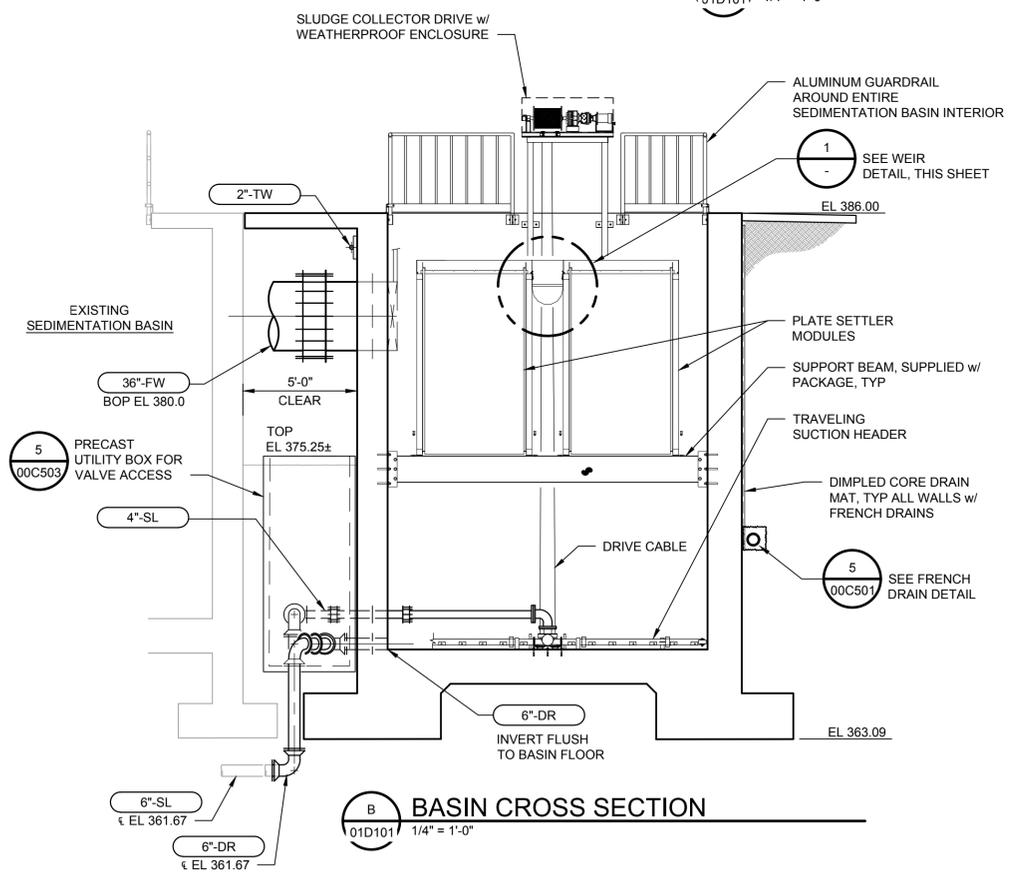
**CIVIL SITE PLAN**

FILENAME | 00C101.dwg  
SCALE | 1" = 20'

SHEET | 00C101



- NOTES:**
1. FIELD VERIFY ALL ELEVATIONS AND DIMENSIONS.
  2. PROVIDE STEM GUIDES/ SUPPORT FOR VALVE EXTENSIONS STEMS AS REQUIRED BY MANUFACTURER.
  3. SEE SPECIFICATIONS FOR REQUIREMENTS OF INSTALLATION OF DISSIMILAR METALS WITHIN WATER HOLDING STRUCTURES.



01/06/21  
01D301.dwg



ISSUE	DATE	DESCRIPTION
A	1/8/21	100% SUBMITTAL

<b>PROJECT MANAGER</b>	RICH STRATTON
<b>DESIGNER 1</b>	A. RAVI
<b>DESIGNER 2</b>	M. RICHTER
<b>CHECKED</b>	
<b>DRAWN</b>	P. VAN MEURS
<b>DATE</b>	JAN 8, 2021
<b>PROJECT NUMBER</b>	10234732

PRELIMINARY NOT FOR CONSTRUCTION



**NUNES WATER TREATMENT PLANT UPGRADES**

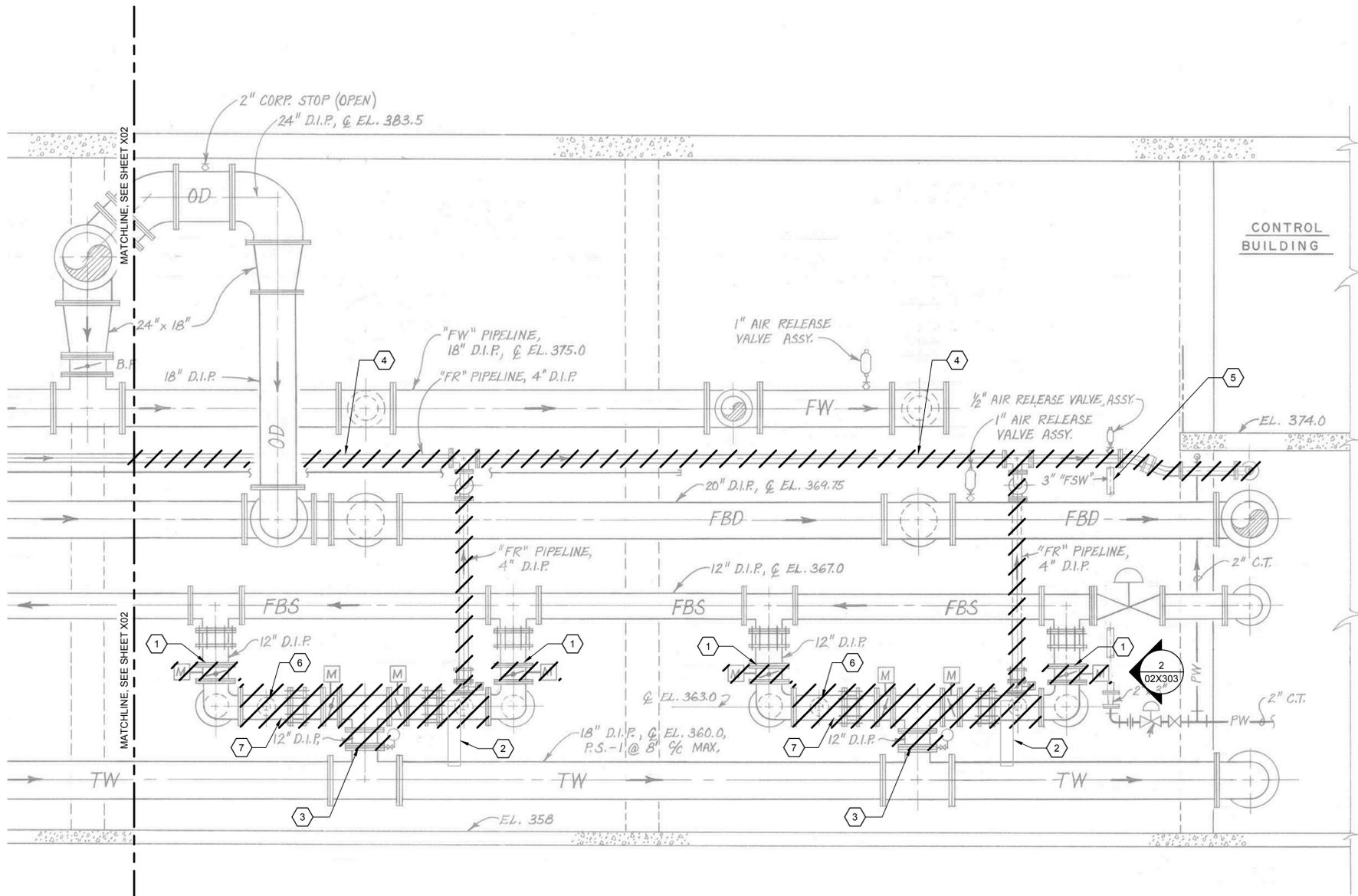
**PROCESS**

**PLATE SETTLER SEDIMENTATION BASIN SECTIONS**

0 1" 2"

FILENAME | 01D301.dwg  
SCALE | AS NOTED

SHEET | 01D301



**FILTER GALLERY SECTION VIEW**  
 A  
 02X101 3/8" = 1'-0"



**FILTER LAUNDER VIEW FROM ABOVE**  
 1  
 02X302 NO SCALE

**GENERAL NOTES:**

- NOT ALL ITEMS TO BE REMOVED ARE SHOWN ON THIS VIEW. REFER TO ADDITIONAL PLAN OR SECTION VIEWS FOR ITEMS NOT SHOWN ON THIS SHEET.

- KEYNOTES:**
- REMOVE EXISTING 12" BFV WITH ACTUATORS (TYPICAL OF 8).
  - PROTECT-IN-PLACE EXISTING TURBIDIMETERS (TYPICAL OF 4).
  - RETAIN ORIFICE PLATE AND REMOVE ASSOCIATED INSTRUMENTATION (TYPICAL OF 4).
  - REMOVE EXISTING 4" FR PIPE AND ASSOCIATED VALVES, FITTINGS AND CONNECTIONS. UP TO THE WASHWATER RECOVERY TANK.
  - PROTECT IN PLACE 3" FSW HEADER.
  - INSTALL BLIND FLANGE AT THE 4" CONNECTION AFTER FR PIPE IS REMOVED.
  - REMOVE PORTION OF THE 12" TW PIPE AS ASSOCIATED VALVES, ACTUATORS, AND FITTINGS AS SHOWN (TYPICAL OF 4).
  - ADD THE MISSING FILTER EFFLUENT LAUNDER SUPPORT CROSS-BAR WHERE NOTED.
  - REPLACE IN KIND ALL EXISTING FILTER LAUNDER CROSS BARS WITH 316 STAINLESS STEEL BARS; REFER TO 05 50 00 FOR METAL REQUIREMENTS, TYPICAL ALL (4) FILTERS.

01/27/21  
 02X302.dwg

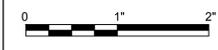


ISSUE	DATE	DESCRIPTION
A	1/27/21	ISSUE FOR BID

<b>PROJECT MANAGER</b>	RICH STRATTON
<b>DESIGNER 1</b>	A. RAVI
<b>DESIGNER 2</b>	A. XU
<b>CHECKED</b>	
<b>DRAWN</b>	P. VAN MEURS
<b>DATE</b>	JAN 27, 2021
<b>PROJECT NUMBER</b>	10234732



**NUNES WATER TREATMENT PLANT UPGRADES**

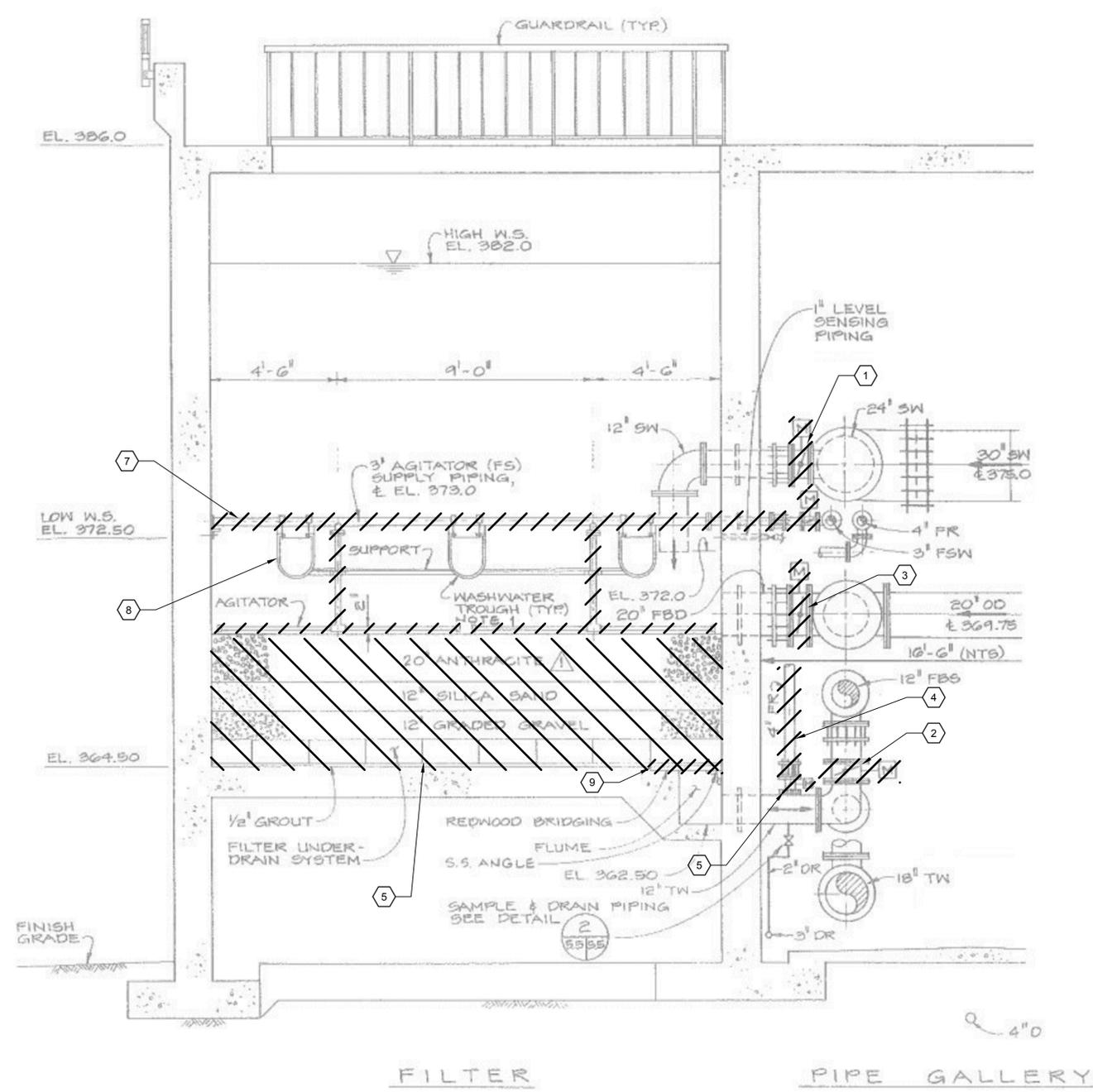


**DEMOLITION**

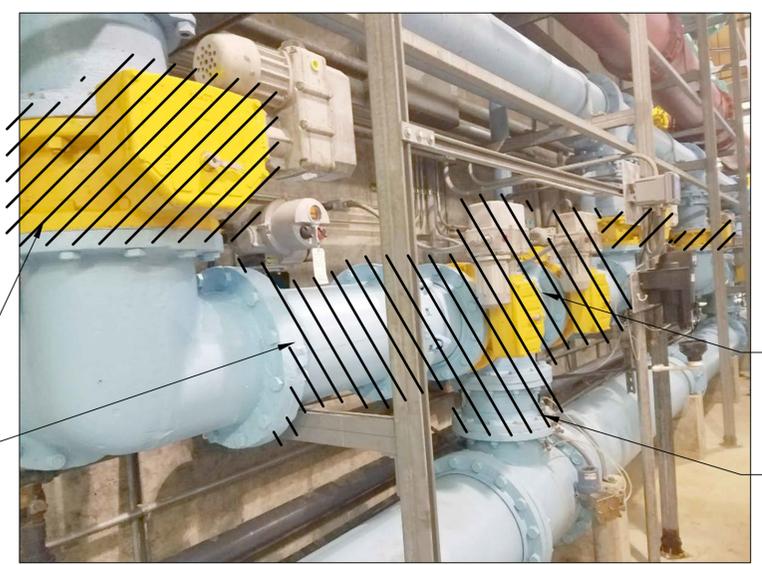
**FILTER GALLERY SECTIONS 2**

FILENAME | 02X302.dwg  
 SCALE | 3/8" = 1'-0"

SHEET | **02X302**



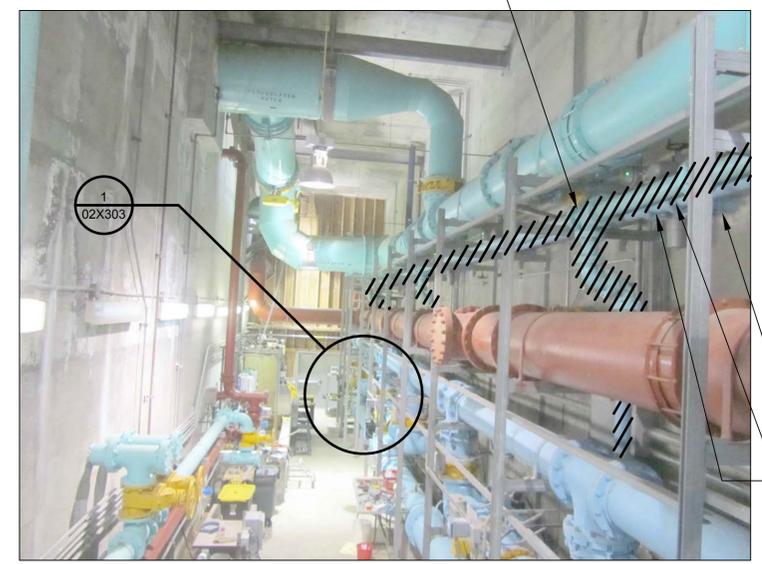
**FILTER GALLERY SECTION VIEW**  
3/8" = 1'-0"



REMOVE EXISTING 12" VALVES & ACTUATORS (TYP OF 8)  
REMOVE PORTION OF 12" TW PIPE & ASSOCIATED VALVES, ACTUATORS, & FITTINGS (TYP OF 4)

PROTECT IN PLACE EXISTING TURBIDIMETERS (TYP OF 4)  
RETAIN ORIFICE PLATE & REMOVE ASSOCIATED INSTRUMENTATION (TYP OF 4)

**UPPER FACE PIPING DEMOLITION PHOTOGRAPH**  
NO SCALE



REMOVE EXISTING 4" FR PIPE & ASSOCIATED VALVES, FITTINGS, & CONNECTIONS

REMOVE EXISTING 3" SURFACE WASH LATERALS (TYP OF 8)  
INSTALL BLIND FLANGE AT THIS LOCATION  
PROTECT IN PLACE 3" FSW HEADER (BEHIND)

**LOWER FACE PIPING DEMOLITION PHOTOGRAPH**  
NO SCALE

**GENERAL NOTES:**

- NOT ALL ITEMS TO BE REMOVED ARE SHOWN ON THIS VIEW. REFER TO ADDITIONAL PLAN OR SECTION VIEWS FOR ITEMS NOT SHOWN ON THIS SHEET.

**KEYNOTES:**

- REMOVE EXISTING 12" BFV WITH ACTUATORS ON 12" SW (TYPICAL OF 4).
- REMOVE EXISTING 12" BFV WITH ACTUATORS ON 12" FBS (TYPICAL OF 8).
- REMOVE EXISTING 20" BFV WITH ACTUATORS ON 20" OD (TYPICAL OF 4).
- REMOVE EXISTING 4" FR PIPE AND ASSOCIATED VALVES, FITTINGS AND CONNECTIONS.
- INSTALL BLIND FLANGE AT THE 4" CONNECTION AFTER FR PIPE IS REMOVED.
- REMOVE EXISTING FILTER MEDIA AND UNDERDRAIN SYSTEM INCLUDING THE CONCRETE FLUME AND FALSE CEILING, EXISTING GRAVEL, SAND, AND ANTHRACITE MEDIA (TYPICAL 4 FILTERS).
- REMOVE EXISTING SURFACE WASH SYSTEM INCLUDING AGITATORS, PIPING, VALVES, FITTINGS, CONNECTIONS, BRACES & SUPPORTS. TYPICAL ALL 4 FILTERS. REMOVE UP TO FLANGE ON 3" PIPE PAST THE VALVES.
- PROTECT-IN-PLACE EXISTING EFFLUENT LAUNDERS.
- REMOVE EXISTING REDWOOD BRIDGING.

01/27/21  
02X303.dwg



ISSUE	DATE	DESCRIPTION
A	1/27/21	ISSUE FOR BID

<b>PROJECT MANAGER</b>	RICH STRATTON
<b>DESIGNER 1</b>	A. RAVI
<b>DESIGNER 2</b>	A. XU
<b>CHECKED</b>	
<b>DRAWN</b>	P. VAN MEURS
<b>DATE</b>	JAN 27, 2021
<b>PROJECT NUMBER</b>	10234732



**NUNES WATER TREATMENT PLANT UPGRADES**



FILENAME | 02X303.dwg  
SCALE | 3/8" = 1'-0"

SHEET | **02X303**

**DEMOLITION FILTER GALLERY SECTIONS 3**





CIVIL ENGINEERS • SURVEYORS • CONSTRUCTION MANAGERS

## MEMORANDUM

May 6, 2021

**To:** Mary Rogren, General Manager (Coastside County Water District)  
James Derbin, Superintendent (Coastside County Water District)

**From:** Jeffrey J. Tarantino, P.E. (Freyer & Laureta, Inc.)

**Copy:** Josh Kimbrell, P.E., QSD/P (Freyer & Laureta, Inc.)

**RE:** Nunes Water Treatment Plant Upgrades – Peer Review  
Coastside County Water District, Half Moon Bay, California

---

Freyer & Laureta, Inc. (F&L) is pleased to present to the Coastside County Water District (CCWD) this memorandum summarizing the results of our peer review of the Nunes Water Treatment Plant Upgrades Construction Documents prepared by HDR dated January 2021 (herein referred to as “Contract Documents”). The purpose of the peer review was to provide an independent review of the Contract Documents to support CCWD’s construction bid review process.

### SUMMARY

F&L performed a peer review of the Contract Documents including consideration of the bids received with the intent to provide an opinion as to the completeness and overall coordination of the Contract Documents. Based on F&L’s review of the Contract Documents and bid results, the Contract Documents were found to be reasonably detailed, coordinated, and clear as evident by the bid results, which showed an approximate five-percent deviation between the low bid and high bid. The Contract Documents were completed to a level of detail and quality consistent with F&L’s experience with similar projects in the San Francisco Bay Area.

### PROPOSED IMPROVEMENTS DESCRIPTION

The proposed improvements presented in the Contract Documents include:

- Filter improvements to four existing filters including media replacement, underdrain replacement, addition of air scour system and blowers, new filter-to-waste pumps and piping, and associated electrical/instrumentation improvements.
- Addition of a new plate settler sedimentation basin and associated electrical/instrumentation work

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San Francisco, CA 94134  
Tel: (415) 534-7070  
[www.freyerlaureta.com](http://www.freyerlaureta.com)

San Mateo Office:  
144 North San Mateo Drive  
San Mateo, CA 94401  
Tel: (650) 344-9901

Oakland Office:  
825 Washington Street, Suite 237  
Oakland, CA 94127  
Tel: (510) 937-2310

- Chemical system improvements including the addition of a caustic soda bulk tank and transfer pump.
- Concrete repair and coating for the filters and existing clearwell.
- Other process improvements including replacement and addition of valves, flowmeters, and misc. piping.
- Civil improvements including a soil-nail retaining wall, asphalt pavement, aggregate based access road, site drainage and grading.
- Electrical improvements including addition of a new MCC and misc. electrical improvements.

## **PEER REVIEW APPROACH AND FINDINGS**

F&L's peer review approach was as follows:

1. Review the bid results to identify any substantive variability between individual bids that may indicate the potential for coordination issues and/or conflicts within the Contract Documents.
2. Review the drawings included in the Contract Documents to confirm completeness and interdisciplinary coordination as well as identify potential critical points of coordination with the technical specifications.
3. Review the technical specifications to validate coordination with the drawings resulting in a comprehensive set of Contract Documents.

F&L's peer review resulted in the following observations:

- CCWD received a total of four bids with the low bid of \$8,339,915 and a high bid of \$8,824,830, which is an approximate five-percent deviation between the bids. Based on F&L's experience, the limited bid deviation indicates that all bidders appeared to have a clear understanding of the work outlined in the Contract Documents.
- The drawing review confirmed for F&L the following:
  - The drawings are comprehensive in presenting the work to be completed consistent with the Proposed Improvement descriptions.
  - The various discipline drawings appear to be coordinated and information is consistent between drawings for critical items including but not limited to proposed finished grade elevations, water surface elevations, and pipe improvement inverts.
  - Clear identification of key requirements that are contained in the technical specifications are provided, which assists the Contractor to utilize the drawings and technical specifications as a complete set of Contract Documents.
  - Demonstrate the critical planning and sequencing need that must be established by the Contractor to execute the work.
- The technical specification review confirmed for F&L the following:
  - The Division 1 specifications provide clear and detailed description of CCWD's expectation for planning and sequencing by Contractor in close coordination with CCWD to allow the facility to continue to operate throughout the construction duration.

- The detailed outline of allowable shutdown as relates to key work tasks including sequencing and maximum allowable shutdown durations is organized and clear.
- The remainder of the technical specifications are generally complementary to the drawings with limited repetition of information.
- Section 40 61 13 – Process Control System General Requirements provides sufficient detail to allow the Contractor to understand the responsibilities of the System Integrator included in the fixed price provided for Bid Item No. 3 that the Contractor will be responsible for coordinating with all other work.

F&L found the Construction Documents to be comprehensive and generally coordinated between the various discipline drawings and technical specifications. The Contract Documents were completed to a level of detail and quality consistent with F&L's experience with similar projects in the San Francisco Bay Area.

### **POTENTIAL CONSTRUCTION PHASE COORDINATION ITEMS**

As noted in the previous section, F&L's peer review found the Contract Documents to be generally complete and coordinate. F&L did identify several items that we anticipate would typically be resolved during the normal course of construction through either the submittal process or the Request for Information (RFI) process. We have provided a list of potential coordination items in the following tables that CCWD may consider reviewing with HDR prior to the Contractor mobilizing to the site.

The items identified as part of our peer review include:

#### Construction Documents – Drawings

<b>Item</b>	<b>Drawing</b>	<b>Comment</b>
D-1	00G002	General Note 6 indicates that the existing elevation information presented in the drawings as having a tolerance of plus/minus 0.3 feet (ft). F&L suggests that a clarification be requested if the referenced general note applies to the Water Surface Elevations presented throughout the Contract Documents or is limited to existing grades of structures and surrounding open space.
D-2	00G002	Yard Piping Note 4 and Yard Piping Note 5 require the Contractor to verify the exact location of all existing piping and electrical conduit to coordinate the final alignment and layout of new piping and conduits. The referenced notes are consistent with the requirements outlined in Section 40 05 00 Pipe and Pipe Fittings – Basic Requirements Paragraph 1.5.A.3, which requires the Contractor to provide detailed shop drawings for all new pipe layouts. F&L suggests that the pipe layout shop drawing requirements be clarified to confirm that conduit routing should also be identified in the Contractor prepared submittal.

Item	Drawing	Comment
D-3	00G005	The parameter table for the Sludge Beds does not include information in the Proposed column for Sludge Unit Production and Sludge production. F&L believes that there are no changes to the Sludge Bed design as part of the Construction Documents and suggests that the two missing items be completed for consistency with the remainder of the drawing.
D-4	00C101 00C102	The Civil Site Plan (00C101) provides information on the Control Points and design points for the Contractor's use in laying out the proposed site civil improvements such as the new maintenance road. The Enlarged Area Site Plan (00C102) also includes several dimensions and design points that will be used for project layout. It is common practice to provide AutoCad files to the Contractor to allow the Contractor to complete its responsibility for completing layout of the improvements but F&L suggests that a survey control plan be incorporated into the Contract Documents that would provide a single drawing identifying the location of key improvements with northing/easting and/or dimensions to existing structures to help facilitate the Contractor's layout as well as provide a tool for CCWD or its Construction Manager to backcheck the Contractor's layout.
D-4	00C303	The Road Profile indicates the proposed slope and elevation at the proposed Parking/Turn Around Area adjacent to the proposed Plate Settler Sedimentation Basin but the proposed elevation shown on the profile is only shown graphically and does appear to be a minor deviation from the general grading shown on Drawing 00C102. F&L suggests that an elevation callout be added to Drawing 00C303 along with complimentary Finished Grade elevations on Drawing 00C102.
D-5	00C502	Detail 3 presents the pipe penetration detail through an existing wall. F&L notes that the Technical Specifications include a requirement for waterstops/sealant be used for penetrations and F&L suggests that the detail be updated to call out for the waterstop/sealant with a reference to the technical specification.
D-6	00C502	Referring to Detail 3 again, F&L did not find any information on the drawings or in the specifications for the Flexible Connection that is called out on the referenced detail. F&L suggests additional notes be added to the detail with the requirements for the flexible connection or a reference the appropriate technical specification be added.
D-7	00C505	Section "A-A" includes detail references for an adjustable pipe support and SST riser pipe support on Drawing 00D502. F&L did not find Drawing 00D502 in the Contract Documents provided. The two detail references appear to be for industry standard pipe support systems that would allow a bidder to estimate the cost but the missing drawing should be provided to the selected Contractor.

Item	Drawing	Comment
D-8	00S001	General Structural Note G4 Design Criteria Paragraph D Seismic highlights the design criteria to be used by the Contractor for the deferred submittal items. F&L notes that Section 01 81 10 Wind and Seismic Design Criteria includes similar seismic design criteria and it appears that the criteria listed on the referenced drawing may differ from the criteria in the referenced specification. F&L suggests that the criteria on the drawing and in the specification be coordinated and updated as required.
D-9	00S001	General Structural Note G7 indicates that the cost for special inspections is not the responsibility of the Contractor but F&L did identify several specifications that indicate the Contractor is responsible for hiring and engaging the specialty inspection and testing firm for items such as concrete and compaction. F&L suggests that the drawings and specifications be reviewed to clarify the Contractor's responsibility for the special inspection and testing program outlined in the Contract Documents.

Construction Documents – Specifications

Item	Specification	Comment
S-1	01 81 10	See Item D-8 above for potential coordination item.
S-2	03 05 05	Paragraph 1.2.A outlines Contractor's responsibilities for concrete testing. See Item D-9 for potential coordination item.
S-3	05 50 00	Paragraph 2.5.C outlines Contractor's responsibilities for structural steel inspection and testing. See Item D-9 for potential coordination item.
S-4	31 23 00	Paragraph 1.6.B outlines Contractor's responsibility for engaging a geotechnical engineer to perform observation and inspection. See Item D-9 for potential coordination item.
S-5	40 05 00	See Item D-2 above for potential coordination item.

F&L understands that six bid addenda were issued and it is possible that the bid addenda may address some of the items identified above. F&L suggests that CCWD and HDR coordinate to develop amended set of Contract Documents incorporating the six bid addenda for issuance as a "For Construction" set for the Contractor's use. As part of the effort to incorporate the bid addenda, CCWD may consider discussions with HDR to also incorporate clarifications that may address any other item identified by F&L that may not have been addressed by any of the bid addenda.

Please call me at (650) 619-3226 if there are any questions regarding this memorandum. Thank you for the opportunity to support CCWD on this exciting project.



# Nunes Water Treatment Plant Improvement Project

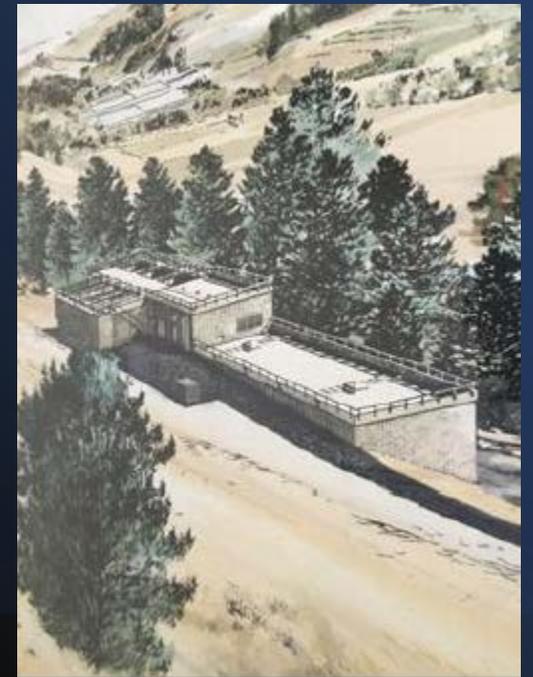
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May 11, 2021

Coastside County Water District

# About the Nunes Water Treatment Plant

- Key facility for the District
- 75% of drinking water is produced through this critical facility
- Estimated replacement cost \$40M+





1981: Nunes Water Treatment Plant was initially constructed as a direct filtration plant (2.5 MGD.)

# About Nunes Water Treatment Plant

- 1992: Expanded to a conventional treatment type plant as part of Crystal Springs Project (to 4.5 MGD). Added sedimentation basin; another filter; another sludge drying bed; backwash supply pump; generator.
- 2008: Upgraded liquid sodium hypochlorite to onsite generation.
- Limited replacement/investment since 2008

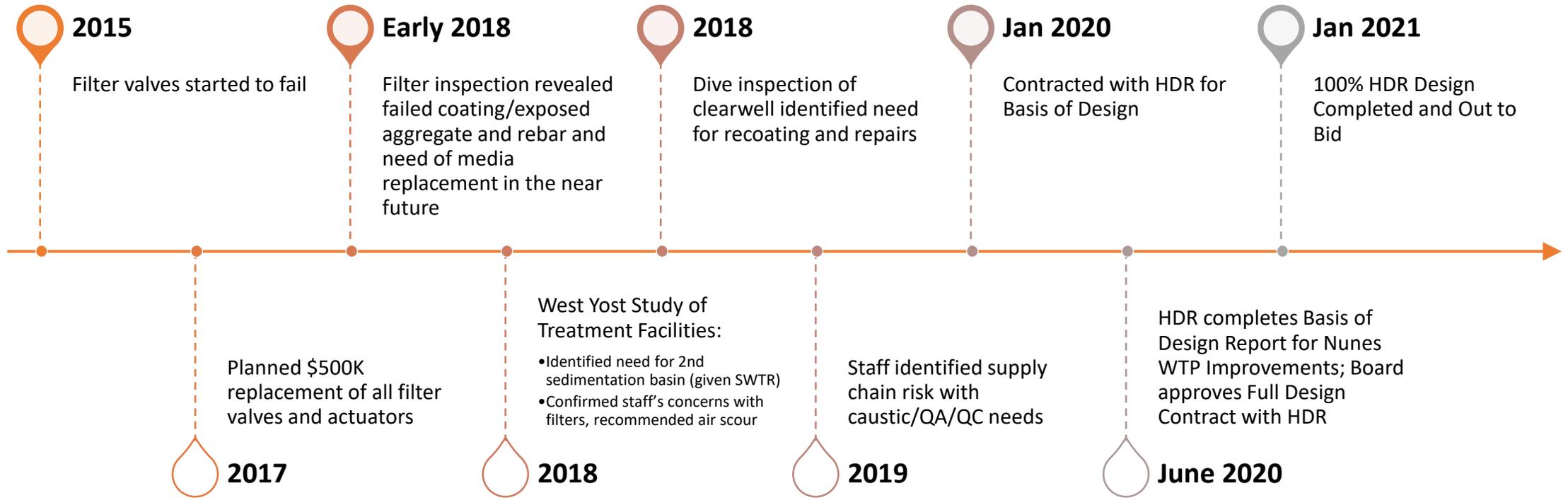
# Overview of the Nunes WTP Improvement Project



# Nunes WTP Planned Improvements

- One of the most significant capital projects for the District in the last couple decades
  - Will serve our ratepayers for the next 20-30 years
- Approximately 25% of the Water Treatment Plant will be upgraded
- Improvements will provide redundancy, resiliency, and will better position the District for future regulatory surface water requirements

# Timeline – Nunes WTP – since 2015 . . .



# Nunes WTP Planned Improvements

- Addition of a new plate settler Sedimentation Basin (to provide redundant capacity)
- Filter improvements to (4) existing filters including media replacement; underdrain replacement; addition of air scour system and blowers, new filter-to-waste pumps and piping.
  - Other process improvements including replacement/addition of valves, flowmeters, and misc. piping.

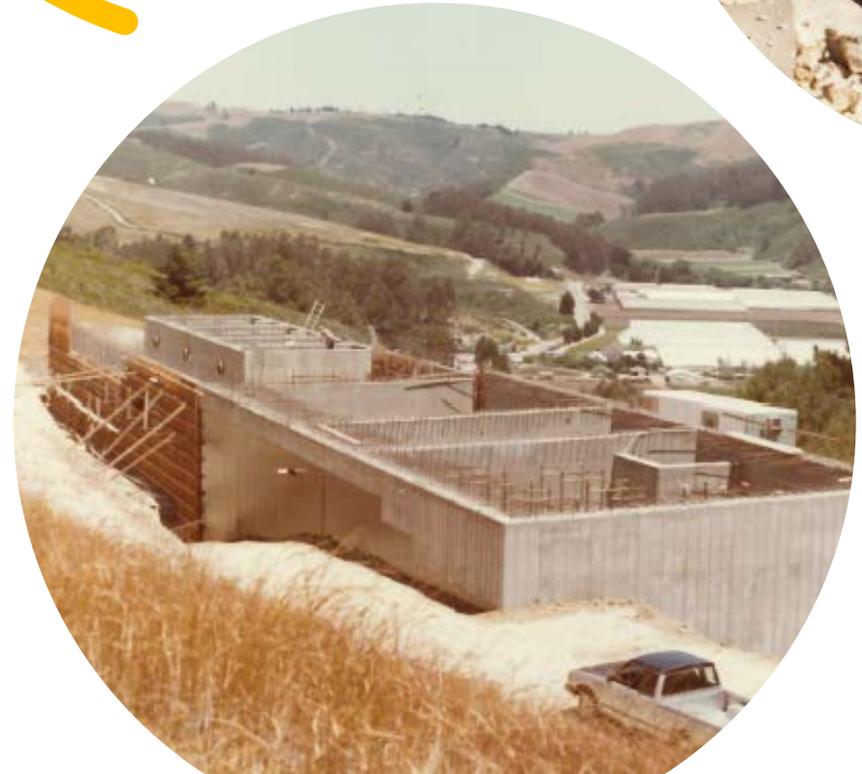


FILTER  
UNDERBOTTOMS



# Nunes WTP Planned Improvements

- Chemical system improvements including the addition of a caustic soda bulk tank and transfer pump.
- Concrete repair and coating for the filters and existing clearwell.
- Civil improvements including a soil-nail retaining wall, asphalt pavement, aggregated based access road, site drainage and grading.
- Electrical improvements, including addition of a new MCC and miscellaneous electrical improvements.



# Bids (Opened March 3, 2021)

<b>Contractor Name</b>	<b>Bid Amount</b>
<b>Ranger Pipeline</b>	<b>8,339,915</b>
<b>Mountain Cascade</b>	<b>8,420,096</b>
<b>JMB Construction</b>	<b>8,579,115</b>
<b>Valentine Corp.</b>	<b>8,824,830</b>

**\$6.3M Engineer's Estimate**

# Peer Review of Nunes WTP Improvement Projects

- Conducted by Jeffrey Tarantino, P.E. – Freyer & Laureta, Inc.
- Purpose: to provide an independent review of the Contract Documents to support the District's construction bid review process
- Included review of Design Drawings and Specifications
- Conclusion: Contract documents were found to be reasonably detailed, coordinated and clear.
  - Documents were completed to a level of detail and quality consistent with F&L's experience with similar projects in the SF Bay Area.
  - Supported by the tight range of bids received.

# Financial Review

- Since the April 21 meeting, also engaged Raftelis Financial Consultants to update our financial rate model (developed in August 2020) given the increase in estimate for the Nunes project
- Met with Finance Committee on May 4 and reviewed the model
- Conclusion: With additional financing, future rate increases would remain the same as model in August 2020 (for the October 2020 Rate Hearing.)

# About Ranger Pipelines, Inc.



- San Francisco Based – In business since 1982 – ap. 100 employees
- Major customers: SFPUC, EBMUD, Santa Clara Valley Water District; Placer County Water District; Contra Costa Water Agency; Zone 7 Water Agency; Sanitation District – Sacramento; etc.
- References Received:
  - SFPUC (Regional Groundwater Project)
  - EBMUD (Oak, 98<sup>th</sup> & Sequoia Rate Control Station)
  - City of Half Moon Bay (Ocean Colony Sewer Project)
  - HDR (In-house staff who had worked with Ranger)

## STAFF REPORT

**To:** Board of Directors  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** May 11, 2021

Report: May 5, 2021

Subject: Water Shortage Contingency Plan Stage 1 - Water Shortage Advisory - with a Request for Voluntary 10 Percent Reduction in Irrigation and Other Outdoor Water Use by District Customers

Attachments: A - Resolution 2021-02  
B - Example of Outreach Materials

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### **Recommendation:**

**That the Board of Directors authorize the implementation of Stage 1 – Water Shortage Advisory – of the District’s Water Shortage Contingency Plan and adopts Resolution 2021-02 urging customers to reduce irrigation by 10 percent and reduce other outdoor water use.**

### **Example of Public Messaging**

*“Due to two consecutive years of less than normal precipitation, we are asking all customers to voluntarily conserve water with a goal of achieving a ten percent reduction in irrigation and other outdoor water use. A successful voluntary water conservation campaign is the best way to delay mandatory water restrictions should the dry weather conditions continue through 2021.”*

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### **Background**

The District relies on purchased water from the SFPUC Regional Water System to meet the water demand of its service area. The SFPUC is asking wholesale customers to implement voluntary reductions in irrigation use by 10 percent. Their goal is to reduce the peak water usage that occurs during the summer months.

On April 15, 2021, the SFPUC released their final water supply availability estimate to their wholesale customers. The results from the April snow course index confirmed that the Hetch-Hetchy watershed is experiencing dry conditions

that are very similar to last year. In addition, the local bay area watersheds are experiencing a second year of dry conditions.

### **Report**

By implementing the Water Shortage Advisory, the District can begin preparing for continued dry conditions through this and next fiscal year and allows the District to start an outreach campaign to our customers. Successful voluntary reductions in water use may delay the need for mandatory rationing. It also allows the District to plan for mandatory rationing should water supply conditions worsen.

The District's local sources have been impacted by two years of drought conditions and the District will not have Denniston Creek available to us this summer. In water year 2020 (October 1, 2019 through September 30, 2020) Half Moon Bay received 14.40 inches of precipitation, which is 55 percent of average. Half Moon Bay has only received 10.45 inches of precipitation in the current water year of 2021, which is 43 percent of average to date.

On March 5, 2021, the U.S. Department of Agriculture informed Governor Newsom in writing that 50 California counties were being designated as primary natural disaster areas due to drought conditions. San Mateo County was listed as a designated natural disaster area. On March 22, 2021, the SWRCB issued a statement that there are ongoing dry conditions in most of California's watersheds and asked that water supply agencies prepare for drought impacts statewide. On April 29, 2021, the U.S. Drought Monitor listed San Mateo County as being in extreme drought.

The District will need to initiate a customer outreach campaign and will use materials available through the Save Our Water campaign and any materials provided to us by BAWSCA and SFPUC. The District will rely on WaterSmart to identify customers that have high irrigation use and will target those customers for extra outreach.

To meet the requested reduction in outdoor water use, customers may choose to reduce irrigation by installing a more efficient irrigation system, reducing the number of days that they irrigate, and reducing the number of minutes that they irrigate. Customers should also check the efficiency of their irrigation systems to make sure that leaks are fixed, spray heads are adjusted correctly, and eliminate any run-off when they irrigate. The District will remind customers to use a broom instead of a hose to clean sidewalks and patios. And the District will ask customers to wash their cars less often or take it to a car wash that recycles their water.

**Fiscal Impacts**

There will be increased spending on outreach and educational materials. The District may also consider developing drought rates.

**RESOLUTION NO. 2021-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE COASTSIDE COUNTY WATER DISTRICT**

**IMPLEMENTATION OF STAGE 1 - WATER SHORTAGE ADVISORY - OF THE DISTRICT'S WATER  
SHORTAGE CONTINGENCY PLAN AND URGING 10 PERCENT REDUCTION IN IRRIGATION BY  
CUSTOMERS IN RESPONSE TO DROUGHT CONDITIONS**

**WHEREAS**, California is experiencing two consecutive years of drought; and

**WHEREAS**, the 2020 water year was extremely dry with Half Moon Bay at 55 percent of mean precipitation; and

**WHEREAS**, the San Francisco Public Utilities Commission's measurements on in the Hetch Hetchy watershed revealed snowpack conditions at 50 percent of median for April 1<sup>st</sup> conditions for water year 2020; and

**WHEREAS**, the 2021 water year is extremely dry with Half Moon Bay at 46 percent of mean precipitation for April 1<sup>st</sup> conditions; and

**WHEREAS**, the San Francisco Public Utilities Commission's measurements in the Hetch Hetchy watershed revealed snowpack conditions at 60 percent of median for April 1<sup>st</sup> conditions for water year 2021; and

**WHEREAS**, the U. S. Department of Agriculture informed Governor Newsom in writing on March 5, 2021 that 50 California counties were being designated as primary disaster areas due to drought conditions and San Mateo County was listed as one of those counties; and

**WHEREAS**, the SWRCB issued a statement on March 22, 2021 urging water agencies to prepare for drought impacts statewide and that most of California's watersheds are experiencing dry conditions; and

**WHEREAS**, the San Francisco Public Utilities Commission requested 10 percent voluntary water use reduction in irrigation water use system-wide on April 15, 2021; and

**WHEREAS**, The U.S. Drought Monitor shows the intensity of drought in San Mateo County, as of April 29, 2021, to be extreme; and

**WHEREAS**, Coastside County Water District has made significant investments in local programs to improve water supply reliability, water use efficiency, and other strategies to stretch supplies, and will continue to do so.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Coastside County Water District recognizes that California is in a statewide drought and there is a need for District customers to use water efficiently on an ongoing basis and heighten their water conservation efforts as the state continues to face drought conditions; and

**BE IT FURTHER RESOLVED** that the Board of Directors thanks its customers for their ongoing water use efficiency efforts and asks that they increase their efforts to reduce irrigation water use by 10 percent in response to the drought;

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Coastside County Water District held on this 11<sup>th</sup> day of May 2021 by the following vote:

AYES:

NOES:

ABSENT:

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Glenn Reynolds, President  
Board of Directors

ATTEST:

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Mary Rogren, General Manager  
Secretary of the District



### **Use Water-wise Plants**

Check with your local water agency on the best plants for your area. It is best to use water-wise, California-native plants when possible.



### **Install Drip Irrigation & Add a Smart Controller**

Installing a drip irrigation system and a smart controller can save 15 gallons each time you water.



### **Reimagine Your Yard**

Feed your vegetables and fruits water first because they feed you! Water-wise plants and shade trees use little or no water once established. Thirsty plants such as lawn and container plants are the lowest priority. If you have to cut back, start her ...



### **Use a Broom to Clean Outdoor Areas**

Using a broom to clean outdoor areas can save 8-18 gallons every minute.



### **Use Drought-resistant Trees, Plants**

Using drought-resistant plants and trees can save 30-60 gallons per 1000 sq. ft. each time.



### **Set Mower Blades to 3"**

Setting mower blades to three inches encourages deeper roots and saves 16-50 gallons per day.



### **Adjust Sprinkler Heads & Fix Leaks**

Saves 12-15 gallons each time you water & a leak about as small as the tip of a ballpoint pen can waste about 6,300 gallons of water per month!



### **Use Mulch**

Using mulch can save 20-30 gallons of water per 1000 sq. ft. each time you water.

## ***STAFF REPORT***

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

**From:** Mary Rogren, General Manager

**Agenda:** May 11, 2021

**Report**

**Date:** May 7, 2021

**Subject:** Strategic Planning Update, including Potential Evaluation of Alternative Water Sources

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### **Recommendation:**

Discussion Only.

### **Background:**

We would like to spend a few minutes discussing next steps in addressing the District's long-range water supply planning efforts and the potential evaluation of alternative water sources.

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** May 11, 2021

**Date:** May 7, 2021

**Subject:** Award of Contract - District Office Hardscape Renovation Project

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**Recommendation:**

Authorize the General Manager to enter into a contractual agreement not to exceed \$109,868 with Andreini Bros., Inc. for renovations of the District's office hardscape.

**Background:**

In recent years, District staff has noticed degradation of the ramp, stairs, walkway, and landing at the District's office entry. When wet, the exposed aggregate becomes slippery, causing a hazard. Pressure washing was performed as an interim measure to reduce the slipping hazard.

District staff decided that the best solution is to install new concrete and to make improvements to safety and aesthetics. The District hired ANLA Associates, Inc. to assist with the design of the renovations. The design includes replacement of the exposed aggregate ramp, stairs, and landing with colored, salted finish concrete. The handrails will also be replaced.

Based on comments regarding the condition of the landscaping in front of the brick wall along Main Street, staff decided to include additional hardscape in the form of permeable pavers in sections of that area. Two new benches will be installed behind the bus station. Special considerations were part of the design due to high foot traffic from community festivals and parades. Photographs of the areas targeted for renovations are included on pages 3 and 4.

Staff anticipates that the next phase will be new landscaping including placement of existing boulders and possibly relocation of the existing sign or new signage.

**Bid Results:**

The results of the bid opening held virtually on May 3, 2021 at 2:00pm for the District Office Hardscape Renovation Project were as follows:

Andreini Bros., Inc.	\$109,868
Golden Bay Construction, Inc.	\$111,947
Silicon Valley Paving, Inc.	\$125,125

**Fiscal Impact:**

Funding for this project is included in the Fiscal Year 2020/2021 Capital Improvement Program Budget in the amount of \$60,000.





## ***STAFF REPORT***

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

**From:** Mary Rogren, General Manager

**Agenda:** May 11, 2021

**Report**

**Date:** May 7, 2021

**Subject:** Appoint Agency Designated Representative(s) for Labor Negotiations  
Between the District and Teamsters Union, Local 856

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### **Recommendation:**

Appoint the General Manager as the Agency Designated Representative for Labor Negotiations Between the District and Teamsters Union, Local 856.

### **Background:**

In June, 2022, the Memorandum of Understanding between Coastside County Water District and Teamsters Local 856 will expire. This appointment is being made in anticipation of negotiations with the union in the upcoming 12 months.

## **MONTHLY REPORT**

**To:** Mary Rogren, General Manager  
**From:** James Derbin, Superintendent of Operations  
**Agenda:** May 11, 2021  
**Report Date:** May 6, 2021

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### **Monthly Highlights**

- Denniston currently at 300 gpm
- Installed new batteries and solar panels at Cahill
- Started installation of solar panels and batteries at Miramontes
- Rental brush mower arrived, Nunes and Alves fire break maintenance complete
- Replaced Hydrants at:
  - 384 Eagle Trace Drive
  - 194 Amesport Landing
  - 260 Amesport Landing
- Staff installed new raw water turbidimeter and cleaned and rebuilt Filter Aid system at Denniston
- Staff replaced Treated Water sample pump at Nunes

### **Sources of Supply**

- **April Sources:**
  - Crystal Springs
  - Denniston Reservoir and wells

### **Projects**

- EKI
  - 100% on Pilarcitos crossing replacement complete. Biological Resources Evaluation from WRA received and forwarded with City Planning staff for review.
  - Grandview/Hwy 1 crossing design underway. Geotech out later this month for boring.
- HDR
  - Half Moon Bay Tank 3 replacement project - evaluating size/location/cost scenarios