

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 12, 2022 - 7:00 p.m.

AGENDA

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

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

How to Join Online or by Phone

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

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

Join Zoom Meeting

<https://us06web.zoom.us/j/93778260596?pwd=aEpRcFlnaHdQM2lPSElQWjNiN09TQT09>

Meeting ID: 937 7826 0596

Passcode: 184355

One tap mobile

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

Dial by your location

+1 669 900 6833 US (San Jose)

Passcode: 184355

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

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

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

OR

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

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

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

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

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

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

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

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

5) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending June 30, 2022:
Claims: \$ 1,499,782.04; Payroll: \$ 182,533.11 for a total of \$ 1,682,315.15 ([attachment](#))
June 2022 Monthly Financial Claims reviewed and approved by Director Muller
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of June 14, 2022 Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report June 2022 ([attachment](#))
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. Notice of Completion - Denniston Road Storm Damage Repairs Project ([attachment](#))

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

7) GENERAL BUSINESS

- A. Fiscal 2021-2022 Year-End Financial Results-Preliminary ([attachment](#))
- B. Nunes Water Treatment Plant Upgrades Project Update #11 ([attachment](#))
- C. 75th Anniversary Preparation ([attachment](#))

8) MONTHLY INFORMATIONAL REPORTS

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

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

10) CLOSED SESSION

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

11) RECONVENE TO OPEN SESSION

Public report of closed session action.

12) ADJOURNMENT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 12, 2022

Report

Date: July 8, 2022

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

Recommendation:

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

Background:

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

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

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

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

RESOLUTION NO. 2021-06

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

COASTSIDE COUNTY WATER DISTRICT

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

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

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

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

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

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

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

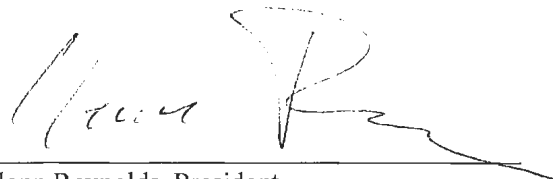
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District has considered the circumstances of the proclaimed State of Emergency, and finds that the State of Emergency continues to directly impact the ability of the members to meet safely in person, and state or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

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

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


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

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



Glenn Reynolds, President
Board of Directors

ATTEST:



Mary Rogren, General Manager
Secretary of the Board of Directors

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

| CHECKS | | | |
|------------|-----------|--|------------|
| CHECK DATE | CHECK NO. | VENDOR | AMOUNT |
| 06/10/2022 | 30790 | A-A LOCK | 4,518.13 |
| 06/10/2022 | 30791 | ADP, INC. | 1,410.30 |
| 06/10/2022 | 30792 | AMERIGAS PROPANE, LP | 156.14 |
| 06/10/2022 | 30793 | HEALTH BENEFITS ACWA-JPIA | 43,373.58 |
| 06/10/2022 | 30794 | AT&T | 425.91 |
| 06/10/2022 | 30795 | BALANCE HYDROLOGICS, INC | 6,510.38 |
| 06/10/2022 | 30796 | BAY ALARM COMPANY | 2,812.84 |
| 06/10/2022 | 30797 | BIG CREEK LUMBER | 46.51 |
| 06/10/2022 | 30798 | BIG VALLEY DIVERS, INC. | 26,915.00 |
| 06/10/2022 | 30799 | TITAN CHEMICAL TRANSFER SOLUTIONS, LLC | 145,262.90 |
| 06/10/2022 | 30800 | CALCON SYSTEMS, INC. | 11,616.55 |
| 06/10/2022 | 30801 | CALIFORNIA C.A.D. SOLUTIONS, INC | 600.00 |
| 06/10/2022 | 30802 | CARROT-TOP INDUSTRIES, INC. | 110.98 |
| 06/10/2022 | 30803 | CHEMTRADE CHEMICALS US LLC | 2,743.00 |
| 06/10/2022 | 30804 | COMCAST | 273.51 |
| 06/10/2022 | 30805 | JAMES COZZOLINO, TRUSTEE | 200.00 |
| 06/10/2022 | 30806 | DL GRAPHICS SOLUTIONS | 990.49 |
| 06/10/2022 | 30807 | GRAINGER, INC. | 2,224.16 |
| 06/10/2022 | 30808 | GRISWOLD INDUSTRIES | 1,463.01 |
| 06/10/2022 | 30809 | HMB BLDG. & GARDEN INC. | 427.04 |
| 06/10/2022 | 30810 | HANSONBRIDGETT. LLP | 13,931.50 |
| 06/10/2022 | 30811 | HASSETT HARDWARE | 1,552.07 |
| 06/10/2022 | 30812 | HYDROSCIENCE ENGINEERS, INC. | 6,880.00 |
| 06/10/2022 | 30813 | IRON MOUNTAIN | 1,816.11 |
| 06/10/2022 | 30814 | JACK HENRY & ASSOCIATES, INC. | 2,312.54 |
| 06/10/2022 | 30815 | DUSTIN JAHNS | 117.86 |
| 06/10/2022 | 30816 | MASS MUTUAL FINANCIAL GROUP | 2,629.19 |
| 06/10/2022 | 30817 | MONTEREY BAY ANALYTICAL SERVICES, INC. | 2,189.00 |
| 06/10/2022 | 30818 | MTA PARTS, INC. | 232.05 |
| 06/10/2022 | 30819 | OFFICE DEPOT | 125.76 |
| 06/10/2022 | 30820 | PACIFIC GAS & ELECTRIC CO. | 42,935.28 |
| 06/10/2022 | 30821 | PACIFICA COMMUNITY TV | 300.00 |
| 06/10/2022 | 30822 | ALAN PONG | 6,930.00 |
| 06/10/2022 | 30823 | RAY A MORGAN COMPANY INC. | 917.66 |
| 06/10/2022 | 30824 | REPUBLIC SERVICES | 590.06 |
| 06/10/2022 | 30825 | ROGUE WEB WORKS, LLC | 436.00 |
| 06/10/2022 | 30826 | DENNIS CELONI | 153.25 |
| 06/10/2022 | 30827 | TODD SCHMIDT | 224.21 |
| 06/10/2022 | 30828 | SOUTH SAN FRANCISCO TIRE SERVICE | 951.41 |
| 06/10/2022 | 30829 | STATE WATER RESOURCES CONTROL BD | 60.00 |
| 06/10/2022 | 30830 | STANDARD INSURANCE COMPANY | 570.72 |
| 06/10/2022 | 30831 | STRAWFLOWER ELECTRONICS | 32.76 |
| 06/10/2022 | 30832 | TPX COMMUNICATIONS | 2,150.47 |
| 06/10/2022 | 30833 | TRI COUNTIES BANK | 6,758.46 |
| 06/10/2022 | 30834 | TYLER TECHNOLOGIES, INC | 30,606.19 |
| 06/10/2022 | 30835 | UPS STORE | 58.42 |
| 06/10/2022 | 30836 | USA BLUE BOOK | 21.04 |
| 06/10/2022 | 30837 | VALIC | 4,006.00 |

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|------------|-------|--|------------|
| 06/10/2022 | 30838 | VERIZON CONNECT INC. | 258.30 |
| 06/10/2022 | 30839 | US BANK NA | 2,249.38 |
| 06/10/2022 | 30840 | JUAN CARLOS SALAZAR | 3,640.00 |
| 06/10/2022 | 30841 | ZACHARY K. LARSSON | 1,950.00 |
| 06/10/2022 | 30842 | Void Check | 0.00 |
| 06/10/2022 | 30843 | Void Check | 0.00 |
| 06/15/2022 | 30844 | HAYDEE MARSHALL | 142.03 |
| 06/15/2022 | 30845 | CONSTANTIA PETROU | 37.50 |
| 06/15/2022 | 30846 | GEOFF/NANCY WIGGS | 624.30 |
| 06/15/2022 | 30847 | GEOFF/NANCY WIGGS | 27.34 |
| 06/15/2022 | 30848 | PATRICIA HOAKS | 8.45 |
| 06/15/2022 | 30849 | ANTON ZOUGHIBIE | 60.13 |
| 06/15/2022 | 30850 | BENJAMIN YANG | 24.01 |
| 06/15/2022 | 30851 | CLYDE BEFFA JR. | 49.50 |
| 06/15/2022 | 30852 | SHAWN PARKS | 1,210.97 |
| 06/15/2022 | 30853 | ASHIS SAHA | 10.10 |
| 06/15/2022 | 30854 | Void Check | 0.00 |
| 06/15/2022 | 30855 | TOM CAREY | 17.48 |
| 06/15/2022 | 30856 | GINA CROARO | 43.74 |
| 06/15/2022 | 30857 | IGOR PRILEPOV | 53.17 |
| 06/15/2022 | 30858 | HANS KRAMER | 74.59 |
| 06/15/2022 | 30859 | DAVID SOLOMON | 55.88 |
| 06/15/2022 | 30860 | THE KAUFMAN GROUP LLC | 59.06 |
| 06/15/2022 | 30861 | REDGWICK CONSTRUCTION | 922.58 |
| 06/15/2022 | 30862 | REDGWICK CONSTRUCTION | 1,000.00 |
| 06/15/2022 | 30863 | ANDREINI BROS. | 2,945.37 |
| 06/15/2022 | 30864 | MICHAEL ROBERTS CONSTRUCTION INC. | 668.80 |
| 06/15/2022 | 30865 | SEAN M. TRACTOR AND TRUCKING INC. | 876.67 |
| 06/15/2022 | 30866 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30867 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30868 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30869 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30870 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30871 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30872 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30873 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30874 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30875 | RECORDER'S OFFICE | 20.00 |
| 06/15/2022 | 30876 | RECORDER'S OFFICE | 20.00 |
| 06/16/2022 | 30877 | AEGIS ENTERPRISES, INC. | 7,200.00 |
| 06/16/2022 | 30878 | ANDREINI BROS. INC. | 46,937.05 |
| 06/16/2022 | 30879 | BACKFLOW APPARATUS & VALVE COMPANY INC | 1,064.08 |
| 06/16/2022 | 30880 | BRANDON WRIGHT | 2,000.00 |
| 06/16/2022 | 30881 | DANIEL RICHARD CHARLES | 750.00 |
| 06/16/2022 | 30882 | DATAPROSE, LLC | 7,098.52 |
| 06/16/2022 | 30883 | HDR ENGINEERING, INC | 54,523.62 |
| 06/16/2022 | 30884 | MERCHANTS BANK OF COMMERCE | 39,000.00 |
| 06/16/2022 | 30885 | RANGER PIPELINES, INC. | 351,000.00 |
| 06/16/2022 | 30886 | SAN FRANCISCO WATER DEPT. | 164,818.14 |
| 06/24/2022 | 30887 | AT&T MOBILTY | 86.48 |
| 06/24/2022 | 30888 | AT&T | 418.40 |
| 06/24/2022 | 30889 | AT&T | 690.02 |
| 06/24/2022 | 30890 | BADGER METER, INC. | 147.00 |

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|------------|-------|---|-----------|
| 06/24/2022 | 30891 | BAY AREA WATER SUPPLY & | 1,140.00 |
| 06/24/2022 | 30892 | BAY ALARM COMPANY | 5,231.61 |
| 06/24/2022 | 30893 | BIG CREEK LUMBER | 213.48 |
| 06/24/2022 | 30894 | BIG ED'S CRANE SERVICE, INC | 16,435.00 |
| 06/24/2022 | 30895 | DAVID PEREIRA | 575.00 |
| 06/24/2022 | 30896 | CALCON SYSTEMS, INC. | 16,380.94 |
| 06/24/2022 | 30897 | CITY OF HALF MOON BAY | 1,333.00 |
| 06/24/2022 | 30898 | CLEARY CONSULTANTS, INC | 5,831.25 |
| 06/24/2022 | 30899 | PETTY CASH | 38.07 |
| 06/24/2022 | 30900 | CORE & MAIN LP | 3,853.55 |
| 06/24/2022 | 30901 | DE LAGE LANDEN FINANCIAL SERVICES, INC. | 968.87 |
| 06/24/2022 | 30902 | DOMA TITLE OF CALIFORNIA, INC. | 1,500.00 |
| 06/24/2022 | 30903 | EKI INC. | 18,921.86 |
| 06/24/2022 | 30904 | FREYER & LAURETA, INC. | 16,405.00 |
| 06/24/2022 | 30905 | GRAINGER, INC. | 242.03 |
| 06/24/2022 | 30906 | EMPOWER RETIREMENT, LLC | 4,458.38 |
| 06/24/2022 | 30907 | HACH CO., INC. | 1,800.00 |
| 06/24/2022 | 30908 | HMB BLDG. & GARDEN INC. | 70.98 |
| 06/24/2022 | 30909 | HMB GRADING & PAVING INC. | 79,717.35 |
| 06/24/2022 | 30910 | HUE & CRY, INC. | 12.00 |
| 06/24/2022 | 30911 | INTERNATIONAL CITY MGMT ASSOC RETIREMENT CORP | 35,136.00 |
| 06/24/2022 | 30912 | IRVINE CONSULTING SERVICES, INC. | 5,756.25 |
| 06/24/2022 | 30913 | GLENNA LOMBARDI | 91.00 |
| 06/24/2022 | 30914 | MISSION UNIFORM SERVICES INC. | 157.86 |
| 06/24/2022 | 30915 | MONTEREY BAY ANALYTICAL SERVICES, INC. | 2,473.00 |
| 06/24/2022 | 30916 | MTA PARTS, INC. | 12.01 |
| 06/24/2022 | 30917 | OFFICE DEPOT | 285.51 |
| 06/24/2022 | 30918 | PITNEY BOWES | 750.03 |
| 06/24/2022 | 30919 | PUMP REPAIR SERVICE CO. INC. | 65,404.07 |
| 06/24/2022 | 30920 | RAY A MORGAN COMPANY INC. | 917.66 |
| 06/24/2022 | 30921 | SAN MATEO CTY PUBLIC HEALTH LAB | 1,014.00 |
| 06/24/2022 | 30922 | SAN MATEO COUNTY | 10,106.00 |
| 06/24/2022 | 30923 | SILVER LINING SOLUTIONS, LLC | 3,836.25 |
| 06/24/2022 | 30924 | STETSON ENGINEERS, INC. | 13,193.54 |
| 06/24/2022 | 30925 | STRAWFLOWER ELECTRONICS | 73.12 |
| 06/24/2022 | 30926 | DARIN STURDIVAN | 450.69 |
| 06/24/2022 | 30927 | SWCA, INCORPORATED | 4,732.66 |
| 06/24/2022 | 30928 | TAP PLASTICS, INC | 126.02 |
| 06/24/2022 | 30929 | TEAMSTERS LOCAL UNION #856 | 1,432.00 |
| 06/24/2022 | 30930 | JAMES TETER | 1,747.50 |
| 06/24/2022 | 30931 | VALIC | 4,006.00 |
| 06/24/2022 | 30932 | VERIZON WIRELESS | 1,992.69 |
| 06/24/2022 | 30933 | WEST YOST ASSOCIATES, INC | 1,590.00 |
| 06/30/2022 | 30934 | A-1 TRUCK DRIVING SCHOOL, INC. | 12,000.00 |
| 06/30/2022 | 30935 | ANDREINI BROS. INC. | 3,780.65 |
| 06/30/2022 | 30936 | BADGER METER, INC. | 66.00 |
| 06/30/2022 | 30937 | CALIFORNIA GENERATOR SERVICE | 8,650.00 |
| 06/30/2022 | 30938 | CHEMTRADE CHEMICALS US LLC | 2,663.44 |
| 06/30/2022 | 30939 | CITY OF HALF MOON BAY | 57.00 |
| 06/30/2022 | 30940 | CORE & MAIN LP | 315.66 |
| 06/30/2022 | 30941 | D2 ENVIRONMENTAL, LLC | 10,010.00 |
| 06/30/2022 | 30942 | SEAN DONOVAN | 1,697.83 |
| 06/30/2022 | 30943 | CASTANEDA & PEREZ INC | 1,224.69 |

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|---------------------------|-------|---------------------------------|-----------------|
| 06/30/2022 | 30944 | GEO BLUE CONSULTING, INC. | 2,833.75 |
| 06/30/2022 | 30945 | KELLY HOFFMAN-DAVIS | 491.25 |
| 06/30/2022 | 30946 | HACH CO., INC. | 1,151.32 |
| 06/30/2022 | 30947 | HMB BLDG. & GARDEN INC. | 29.50 |
| 06/30/2022 | 30948 | IRON MOUNTAIN | 1,656.84 |
| 06/30/2022 | 30949 | MISSION UNIFORM SERVICES INC. | 82.18 |
| 06/30/2022 | 30950 | OFFICE DEPOT | 167.49 |
| 06/30/2022 | 30951 | PAULO'S AUTO CARE | 83.57 |
| 06/30/2022 | 30952 | STANDARD INSURANCE COMPANY | 605.58 |
| 06/30/2022 | 30953 | TOTAL COMPENSATION SYSTEMS, INC | 1,710.00 |
| 06/30/2022 | 30954 | UNIVAR SOLUTIONS USA INC. | 2,268.56 |
| 06/30/2022 | 30955 | JUAN CARLOS SALAZAR | 2,240.00 |
| SUBTOTAL CLAIMS FOR MONTH | | | \$ 1,458,728.64 |

WIRE PAYMENTS

| | | | |
|----------------------------------|------------|---------------------------|--------------|
| 06/23/2022 | DFT0000412 | PUB. EMP. RETIRE SYSTEM | 16,563.44 |
| 06/09/2022 | DFT0000413 | PUB. EMP. RETIRE SYSTEM | 16,492.23 |
| 6/30/2022 | | BANK AND CREDIT CARD FEES | \$ 7,997.73 |
| SUBTOTAL WIRE PAYMENTS FOR MONTH | | | \$ 41,053.40 |

TOTAL CLAIMS FOR THE MONTH \$ 1,499,782.04



Monthly Budget Report

Account Summary

For Fiscal: 2021-2022 Period Ending: 06/30/2022

| | June Budget | June Activity | Variance Favorable (Unfavorable) | Percent Variance | YTD Budget | YTD Activity | Variance Favorable (Unfavorable) | Percent Variance | Total Budget | |
|-----------------------------------|--|---------------------|----------------------------------|--------------------|-----------------|----------------------|----------------------------------|--------------------|----------------|----------------------|
| Revenue | | | | | | | | | | |
| RevType: 1 - Operating | | | | | | | | | | |
| 1-4120-00 | Water Revenue | 1,334,563.00 | 1,218,803.48 | -115,759.52 | -8.67 % | 13,387,000.00 | 12,616,406.06 | -770,593.94 | -5.76 % | 13,387,000.00 |
| | Total RevType: 1 - Operating: | 1,334,563.00 | 1,218,803.48 | -115,759.52 | -8.67 % | 13,387,000.00 | 12,616,406.06 | -770,593.94 | -5.76 % | 13,387,000.00 |
| RevType: 2 - Non-Operating | | | | | | | | | | |
| 1-4170-00 | Water Taken From Hydrants | 4,334.00 | 6,259.98 | 1,925.98 | 44.44 % | 52,000.00 | 58,817.38 | 6,817.38 | 13.11 % | 52,000.00 |
| 1-4180-00 | Late Notice - 10% Penalty | 6,000.00 | 0.00 | -6,000.00 | -100.00 % | 50,000.00 | 0.00 | -50,000.00 | -100.00 % | 50,000.00 |
| 1-4230-00 | Service Connections | 834.00 | 1,379.44 | 545.44 | 65.40 % | 10,000.00 | 16,484.17 | 6,484.17 | 64.84 % | 10,000.00 |
| 1-4920-00 | Interest Earned | 4,687.00 | 1,533.20 | -3,153.80 | -67.29 % | 56,250.00 | 15,097.21 | -41,152.79 | -73.16 % | 56,250.00 |
| 1-4930-00 | Tax Apportionments/County Checks | 20,000.00 | 95,560.50 | 75,560.50 | 377.80 % | 780,000.00 | 1,027,746.23 | 247,746.23 | 31.76 % | 780,000.00 |
| 1-4950-00 | Miscellaneous Income | 1,750.00 | -16,321.94 | -18,071.94 | -1,032.68 % | 7,000.00 | 6,611.81 | -388.19 | -5.55 % | 7,000.00 |
| 1-4955-00 | Cell Site Lease Income | 15,400.00 | 18,621.79 | 3,221.79 | 20.92 % | 184,000.00 | 184,573.41 | 573.41 | 0.31 % | 184,000.00 |
| 1-4965-00 | ERAF Refund - County Taxes | 0.00 | 0.00 | 0.00 | 0.00 % | 400,000.00 | 676,163.84 | 276,163.84 | 69.04 % | 400,000.00 |
| | Total RevType: 2 - Non-Operating: | 53,005.00 | 107,032.97 | 54,027.97 | 101.93 % | 1,539,250.00 | 1,985,494.05 | 446,244.05 | 28.99 % | 1,539,250.00 |
| | Total Revenue: | 1,387,568.00 | 1,325,836.45 | -61,731.55 | -4.45 % | 14,926,250.00 | 14,601,900.11 | -324,349.89 | -2.17 % | 14,926,250.00 |
| Expense | | | | | | | | | | |
| ExpType: 1 - Operating | | | | | | | | | | |
| 1-5130-00 | Water Purchased | 212,135.00 | 219,404.14 | -7,269.14 | -3.43 % | 2,321,721.00 | 1,980,473.41 | 341,247.59 | 14.70 % | 2,321,721.00 |
| 1-5230-00 | Nunes T P Pump Expense | 4,000.00 | 3,819.82 | 180.18 | 4.50 % | 44,800.00 | 44,495.83 | 304.17 | 0.68 % | 44,800.00 |
| 1-5231-00 | CSP Pump Station Pump Expense | 50,000.00 | 32,998.86 | 17,001.14 | 34.00 % | 342,000.00 | 329,902.36 | 12,097.64 | 3.54 % | 342,000.00 |
| 1-5232-00 | Other Trans. & Dist Pump Expense | 1,750.00 | 2,245.40 | -495.40 | -28.31 % | 23,000.00 | 22,538.34 | 461.66 | 2.01 % | 23,000.00 |
| 1-5233-00 | Pilarcitos Canyon Pump Expense | 700.00 | -2,596.86 | 3,296.86 | 470.98 % | 36,000.00 | 54,808.35 | -18,808.35 | -52.25 % | 36,000.00 |
| 1-5234-00 | Denniston T P Pump Expense | 5,000.00 | 15,461.84 | -10,461.84 | -209.24 % | 64,000.00 | 90,589.56 | -26,589.56 | -41.55 % | 64,000.00 |
| 1-5242-00 | CSP Pump Station Operations | 1,600.00 | 663.22 | 936.78 | 58.55 % | 17,000.00 | 9,056.00 | 7,944.00 | 46.73 % | 17,000.00 |
| 1-5243-00 | CSP Pump Station Maintenance | 3,400.00 | 6,603.55 | -3,203.55 | -94.22 % | 38,000.00 | 32,339.46 | 5,660.54 | 14.90 % | 38,000.00 |
| 1-5246-00 | Nunes T P Operations - General | 8,000.00 | 8,681.01 | -681.01 | -8.51 % | 92,500.00 | 63,630.40 | 28,869.60 | 31.21 % | 92,500.00 |
| 1-5247-00 | Nunes T P Maintenance | 10,700.00 | 2,876.94 | 7,823.06 | 73.11 % | 128,400.00 | 65,900.49 | 62,499.51 | 48.68 % | 128,400.00 |
| 1-5248-00 | Denniston T P Operations-General | 5,500.00 | 2,756.29 | 2,743.71 | 49.89 % | 56,500.00 | 38,638.07 | 17,861.93 | 31.61 % | 56,500.00 |
| 1-5249-00 | Denniston T.P. Maintenance | 8,000.00 | 3,828.72 | 4,171.28 | 52.14 % | 135,600.00 | 169,077.15 | -33,477.15 | -24.69 % | 135,600.00 |
| 1-5250-00 | Laboratory Expenses | 6,250.00 | 357.71 | 5,892.29 | 94.28 % | 77,000.00 | 52,561.63 | 24,438.37 | 31.74 % | 77,000.00 |
| 1-5260-00 | Maintenance - General | 40,000.00 | 64,369.12 | -24,369.12 | -60.92 % | 358,000.00 | 396,897.12 | -38,897.12 | -10.87 % | 358,000.00 |
| 1-5261-00 | Maintenance - Well Fields | 1,000.00 | 0.00 | 1,000.00 | 100.00 % | 30,800.00 | 80,510.64 | -49,710.64 | -161.40 % | 30,800.00 |
| 1-5263-00 | Uniforms | 0.00 | 0.00 | 0.00 | 0.00 % | 10,300.00 | 12,063.26 | -1,763.26 | -17.12 % | 10,300.00 |
| 1-5318-00 | Studies/Surveys/Consulting | 35,000.00 | 8,423.75 | 26,576.25 | 75.93 % | 154,000.00 | 148,009.55 | 5,990.45 | 3.89 % | 154,000.00 |
| 1-5321-00 | Water Resources | 2,200.00 | 0.00 | 2,200.00 | 100.00 % | 26,700.00 | 5,431.22 | 21,268.78 | 79.66 % | 26,700.00 |

Monthly Budget Report

For Fiscal: 2021-2022 Period Ending: 06/30/2022

| | June Budget | June Activity | Variance Favorable (Unfavorable) | Percent Variance | YTD Budget | YTD Activity | Variance Favorable (Unfavorable) | Percent Variance | Total Budget | |
|---------------------------|--|-------------------|----------------------------------|--------------------|----------------|----------------------|----------------------------------|-------------------|---------------|----------------------|
| 1-5322-00 | Community Outreach | 8,000.00 | 2,152.45 | 5,847.55 | 73.09 % | 60,000.00 | 54,394.47 | 5,605.53 | 9.34 % | 60,000.00 |
| 1-5325-00 | Water Shortage Program | 0.00 | 4,382.22 | -4,382.22 | 0.00 % | 0.00 | 44,402.03 | -44,402.03 | 0.00 % | 0.00 |
| 1-5381-00 | Legal | 8,334.00 | 10,000.00 | -1,666.00 | -19.99 % | 100,000.00 | 130,824.50 | -30,824.50 | -30.82 % | 100,000.00 |
| 1-5382-00 | Engineering | 5,650.00 | 20,200.57 | -14,550.57 | -257.53 % | 67,800.00 | 93,708.90 | -25,908.90 | -38.21 % | 67,800.00 |
| 1-5383-00 | Financial Services | 4,600.00 | 0.00 | 4,600.00 | 100.00 % | 22,600.00 | 12,731.00 | 9,869.00 | 43.67 % | 22,600.00 |
| 1-5384-00 | Computer Services | 18,500.00 | 12,374.35 | 6,125.65 | 33.11 % | 217,300.00 | 225,930.96 | -8,630.96 | -3.97 % | 217,300.00 |
| 1-5410-00 | Salaries/Wages-Administration | 98,450.00 | 110,324.66 | -11,874.66 | -12.06 % | 1,181,400.00 | 1,012,927.47 | 168,472.53 | 14.26 % | 1,181,400.00 |
| 1-5411-00 | Salaries & Wages - Field | 140,000.00 | 184,847.97 | -44,847.97 | -32.03 % | 1,666,000.00 | 1,605,616.76 | 60,383.24 | 3.62 % | 1,666,000.00 |
| 1-5420-00 | Payroll Tax Expense | 18,400.00 | 16,343.23 | 2,056.77 | 11.18 % | 206,700.00 | 184,967.43 | 21,732.57 | 10.51 % | 206,700.00 |
| 1-5435-00 | Employee Medical Insurance | 46,350.00 | 38,451.21 | 7,898.79 | 17.04 % | 542,100.00 | 479,642.85 | 62,457.15 | 11.52 % | 542,100.00 |
| 1-5436-00 | Retiree Medical Insurance | 5,700.00 | 5,348.98 | 351.02 | 6.16 % | 63,900.00 | 52,835.65 | 11,064.35 | 17.32 % | 63,900.00 |
| 1-5440-00 | Employees Retirement Plan | 43,500.00 | 55,019.57 | -11,519.57 | -26.48 % | 518,600.00 | 553,250.14 | -34,650.14 | -6.68 % | 518,600.00 |
| 1-5445-00 | Supplemental Retirement 401a | 35,000.00 | 35,136.00 | -136.00 | -0.39 % | 35,000.00 | 35,136.00 | -136.00 | -0.39 % | 35,000.00 |
| 1-5510-00 | Motor Vehicle Expense | 6,425.00 | 2,686.34 | 3,738.66 | 58.19 % | 77,100.00 | 68,338.21 | 8,761.79 | 11.36 % | 77,100.00 |
| 1-5620-00 | Office & Billing Expenses | 28,100.00 | 50,153.24 | -22,053.24 | -78.48 % | 328,500.00 | 391,058.60 | -62,558.60 | -19.04 % | 328,500.00 |
| 1-5625-00 | Meetings / Training / Seminars | 2,750.00 | 15,809.77 | -13,059.77 | -474.90 % | 33,000.00 | 31,250.61 | 1,749.39 | 5.30 % | 33,000.00 |
| 1-5630-00 | Insurance | 13,750.00 | 11,524.13 | 2,225.87 | 16.19 % | 163,300.00 | 139,197.04 | 24,102.96 | 14.76 % | 163,300.00 |
| 1-5687-00 | Membership, Dues, Subscript. | 7,350.00 | 308.75 | 7,041.25 | 95.80 % | 87,400.00 | 79,614.99 | 7,785.01 | 8.91 % | 87,400.00 |
| 1-5688-00 | Election Expenses | 0.00 | 0.00 | 0.00 | 0.00 % | 0.00 | 30,000.00 | -30,000.00 | 0.00 % | 0.00 |
| 1-5689-00 | Labor Relations | 500.00 | 0.00 | 500.00 | 100.00 % | 6,000.00 | 0.00 | 6,000.00 | 100.00 % | 6,000.00 |
| 1-5700-00 | San Mateo County Fees | 2,100.00 | 10,106.00 | -8,006.00 | -381.24 % | 25,700.00 | 23,395.60 | 2,304.40 | 8.97 % | 25,700.00 |
| 1-5705-00 | State Fees | 0.00 | 0.00 | 0.00 | 0.00 % | 37,500.00 | 37,686.41 | -186.41 | -0.50 % | 37,500.00 |
| | Total ExpType: 1 - Operating: | 888,694.00 | 955,062.95 | -66,368.95 | -7.47 % | 9,396,221.00 | 8,883,832.46 | 512,388.54 | 5.45 % | 9,396,221.00 |
| | ExpType: 4 - Capital Related | | | | | | | | | |
| 1-5715-00 | Debt Service/CIEDB 11-099 | 0.00 | 0.00 | 0.00 | 0.00 % | 335,825.00 | 335,668.71 | 156.29 | 0.05 % | 335,825.00 |
| 1-5716-00 | Debt Service/CIEDB 2016 | 0.00 | 0.00 | 0.00 | 0.00 % | 322,895.00 | 322,894.97 | 0.03 | 0.00 % | 322,895.00 |
| 1-5717-00 | Chase Bank - 2018 Loan | 0.00 | 0.00 | 0.00 | 0.00 % | 435,168.00 | 434,894.80 | 273.20 | 0.06 % | 435,168.00 |
| | Total ExpType: 4 - Capital Related: | 0.00 | 0.00 | 0.00 | 0.00 % | 1,093,888.00 | 1,093,458.48 | 429.52 | 0.04 % | 1,093,888.00 |
| | Total Expense: | 888,694.00 | 955,062.95 | -66,368.95 | -7.47 % | 10,490,109.00 | 9,977,290.94 | 512,818.06 | 4.89 % | 10,490,109.00 |
| | Report Total: | 498,874.00 | 370,773.50 | -128,100.50 | | 4,436,141.00 | 4,624,609.17 | 188,468.17 | | 4,436,141.00 |

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

| <u>RESERVE BALANCES</u> | Current Year as of 06/30/2022 | Prior Year as of 06/30/2021 |
|---------------------------------------|--|--|
| CAPITAL AND OPERATING RESERVE | \$16,011,755.11 | \$10,865,075.00 |
| RATE STABILIZATION RESERVE | \$250,000.00 | \$250,000.00 |
| <u>TOTAL DISTRICT RESERVES</u> | <u>\$16,261,755.11</u> | <u>\$11,115,075.00</u> |

ACCOUNT DETAIL

| | | |
|---|-------------------------------|-------------------------------|
| ACCOUNTS WITH TRI COUNTIES BANK | | |
| CHECKING ACCOUNT | \$3,912,385.90 | \$5,796,639.34 |
| CSP T & S ACCOUNT | \$48,117.46 | \$32,080.74 |
| MONEY MARKET GEN. FUND (Opened 7/20/17) | \$2,019,642.96 | \$19,449.17 |
| LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE | \$10,280,808.79 | \$5,266,105.75 |
| DISTRICT CASH ON HAND | \$800.00 | \$800.00 |
| <u>TOTAL ACCOUNT BALANCES</u> | <u>\$16,261,755.11</u> | <u>\$11,115,075.00</u> |

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

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

6/30/2022

* Approved June 2020

| | | Status | Approved* CIP Budget FY21/22 | Actual To Date FY21/22 | Actual Year-End FY21/22 | Variance vs. Budget | % Completed | Project Status/ Comments |
|---------|--|--------------|------------------------------------|------------------------------|-------------------------------|------------------------|----------------|---|
| 13-02 | Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower) | Construction | \$ 700,000 | \$ 238,608 | \$ 238,609 | \$ 461,391 | D-100% | Contract awarded at April 2022 Board meeting; construction in summer 2022 |
| 21-07 | Carter Hill Tank Improvement Project | In design | \$ 580,000 | \$ 349,059 | \$ 349,059 | \$ 230,941 | n/a | Design in process |
| 21-08 | ESRI-Cityworks Implementation | Completed | | \$ 25,000 | \$ 25,000 | \$ (25,000) | 100% | |
| 68-3001 | General Equipment Office | in process | | \$ 47,260 | \$ 47,260 | \$ (47,260) | 100% | Computer replacement/Board room Media Equipment |
| 22-02 | Denniston WTP Drainage & Paving | Completed | | \$ 29,591 | \$ 29,591 | \$ (29,591) | 100% | |
| 22-03 | Denniston Road Improvement (2022) | in process | | \$ 86,661 | \$ 86,661 | \$ (86,661) | 100% | |
| 22-06 | CSP Pump #2 Replacement (2022) | in process | | \$ 190,547 | \$ 190,547 | \$ (190,547) | 70% | |
| 22-07 | Alameda Ave Crossing at Medio Creek Pipeline Replacement | pre-design | | \$ 8,410 | \$ 8,410 | \$ (8,410) | n/a | |
| 22-08 | WIMS Software Implementation | in process | | \$ 3,800 | \$ 3,800 | \$ (3,800) | 10% | |

| | | | | |
|---------------------------------------|---------------------|---------------------|---------------------|-------------------|
| FY2020/2021 CARRYOVER PROJECTS | \$ 2,235,361 | \$ 1,260,205 | \$ 1,260,205 | \$ 975,156 |
|---------------------------------------|---------------------|---------------------|---------------------|-------------------|

Green = approved by the Board/in process

| | | | | |
|--|---------------------|---------------------|---------------------|-------------------|
| TOTAL - FY 2021/2022 CIP + PRIOR YEAR CARRYOVER | \$ 7,995,361 | \$ 7,094,100 | \$ 7,094,100 | \$ 901,261 |
|--|---------------------|---------------------|---------------------|-------------------|

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

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

| Month | Admin (General Legal Fees) | Water Supply Develpmnt | Recycled Water | Transfer Program | CIP | LABOR & EMPLOYMENT | Election (CVRA) | Litigation | Infrastructure Project Review (Reimbursable) | TOTAL |
|---------------|---|---------------------------------------|---------------------------|-----------------------------|---------------|-----------------------------------|----------------------------|-------------------|--|----------------|
| Jun-21 | 7,659 | | | 752 | 588 | | | | | 8,999 |
| Jul-21 | 3,323 | | | | | | | | | 3,323 |
| Aug-21 | 4,701 | | | 442 | | 2,901 | | | | 8,043 |
| Sep-21 | 10,969 | | | | 814 | | | | | 11,783 |
| Oct-21 | 18,804 | | | | | | | | | 18,804 |
| Nov-21 | 9,818 | | | 943 | 1,739 | | | | | 12,500 |
| Dec-22 | 5,582 | | | 755 | | | | | | 6,337 |
| Jan-22 | 13,699 | | | | | 1,375 | | | 751 | 15,825 |
| Feb-22 | 15,073 | | | | 4,810 | | 237 | | | 20,120 |
| Mar-22 | 9,260 | | | | 1,545 | | | | | 10,804 |
| Apr-22 | 6,554 | | 3,081 | 1,185 | 1,140 | 3,081 | | | | 15,040 |
| May-22 | 4,986 | 1,580 | 474 | | 295 | 6,597 | | | | 13,932 |
| TOTAL | 110,427 | 1,580 | 3,555 | 4,075 | 10,930 | 13,953 | 237 | 0 | 751 | 145,507 |

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

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

| Month | Admin & Retainer | CIP | Studies and Non - CIP Project | TOTAL | Reimbursable from Projects |
|---------------|---------------------------------|--------------|--|---------------|---|
| Jul-21 | 480 | 896 | 3,042 | 4,418 | 3,042 |
| Aug-21 | 480 | | | 480 | |
| Sep-21 | 480 | | | 480 | |
| Oct-21 | 480 | | | 480 | |
| Nov-21 | 987 | | | 987 | |
| Dec-21 | 480 | | 3,211 | 3,691 | 3,211 |
| Jan-22 | 480 | 507 | 507 | 1,494 | 507 |
| Feb-22 | 480 | 456 | | 936 | |
| Mar-22 | 480 | | 1,014 | 1,494 | 1,014 |
| Apr-22 | 480 | | 1,859 | 2,339 | 1,859 |
| May-22 | 480 | | 2,366 | 2,846 | 2,366 |
| Jun-22 | 480 | | 1,268 | 1,748 | 1,268 |
| TOTAL | 6,267 | 1,859 | 13,267 | 21,392 | 13,267 |

Calcon T&M Projects Tracking

6/30/2022

| Project No. | Name | Status | Proposal Date | Approved Date | Project Budget | Project Actual thru 6/30/21 | Project Billings FY2021-2022 |
|---|--|--------|---------------|---------------|---------------------|-----------------------------|------------------------------|
| Closed Projects: | | | | | | | |
| CAL-13-01 | EG Tank 2 Recoating Project | Closed | 9/30/13 | 10/8/13 | \$8,220.00 | \$ 8,837.50 | |
| CAL-13-02 | Nunes Control System Upgrades | Closed | 9/30/13 | 10/8/13 | \$46,141.00 | \$ 55,363.60 | |
| CAL-13-03 | Win 911 and PLC Software | Closed | 9/30/13 | 10/8/13 | \$9,717.00 | \$ 12,231.74 | |
| CAL-13-04 | Crystal Springs Surge Tank Retrofit | Closed | 11/26/13 | 11/27/13 | \$31,912.21 | \$ 66,572.54 | |
| CAL-13-06 | Nunes Legacy Backwash System Removal | Closed | 11/25/13 | 11/26/13 | \$6,516.75 | \$ 6,455.00 | |
| CAL-13-07 | Denniston Backwash FTW Valves | Closed | 11/26/13 | 11/27/13 | \$6,914.21 | \$ 9,518.28 | |
| CAL-14-01 | Denniston Wash Water Return Retrofit | Closed | 1/28/14 | 2/14/14 | \$13,607.00 | \$ 13,591.60 | |
| CAL-14-02 | Denniston Calirifier SCADA Data | Closed | 4/2/14 | 4/7/14 | \$4,125.00 | \$ 4,077.50 | |
| CAL-14-03 | Nunes Surface Scatter Turbidimeter | Closed | 4/2/14 | 4/7/14 | \$2,009.50 | \$ - | |
| CAL-14-04 | Phase I Control System Upgrade | Closed | 4/2/14 | 4/7/14 | \$75,905.56 | \$ 44,459.14 | |
| CAL-14-06 | Miramar Control Panel | Closed | 8/28/14 | 8/28/14 | \$37,953.00 | \$ 27,980.71 | |
| CAL-14-08 | SFWater Flow & Data Logger/Cahill Tank | Closed | 8/20/2014 | 8/20/2014 | \$1,370.00 | \$ 1,372.00 | |
| CAL-15-01 | Main Street Monitors | Closed | | | | \$ 6,779.42 | |
| CAL-15-02 | Denniston To Do List | Closed | | | | \$ 2,930.00 | |
| CAL-15-03 | Nunes & Denniston Turbidity Meters | Closed | | | \$6,612.50 | \$ 12,536.12 | |
| CAL-15-04 | Phase II Control System Upgrade | Closed | 6/23/2015 | 8/11/2015 | \$195,000.00 | \$ 202,227.50 | |
| CAL-15-05 | Permanganate Water Flow | Closed | | | | \$ 1,567.15 | |
| CAL-16-04 | Radio Network | Closed | 12/9/2016 | 1/10/2017 | \$126,246.11 | \$ 139,200.68 | |
| CAL-16-05 | EI Granada Tank No. 3 Recoating | Closed | 12/16/2016 | | \$6,904.50 | \$ 6,845.00 | |
| CAL-17-03 | Nunes Valve Control | Closed | 6/29/2017 | 7/11/2017 | \$73,281.80 | \$ 79,034.35 | |
| CAL-17-04 | Denniston Booster Pump Station | Closed | 7/27/2017 | 8/8/2017 | \$21,643.75 | \$ 29,760.00 | |
| CAL-17-05 | Crystal Springs Pump Station #3 Soft Start | Closed | 7/27/2017 | 8/8/2017 | \$12,213.53 | \$ 12,178.13 | |
| CAL-18-04 | Tank Levels Calibration Special | Closed | 3/5/2018 | 3/5/2018 | \$8,388.75 | \$ 10,700.00 | |
| CAL-18-05 | Pilarcitos Stream Flow Gauge -Well 1 120 Service Power | Closed | 3/22/2018 | 3/22/2018 | \$3,558.13 | \$ 3,997.40 | |
| CAL-17-06 | Nunes Flocculartor & 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 | |
| | CSP Main Breaker | | | | | | |
| CAL-19-04 | SCADA Systems | | 10/15/2019 | 10/15/2019 | \$104,000.00 | \$ 114,250.00 | |
| | Spare 350/500 Pumps | | | | | \$ 3,327.09 | |
| | CSP Main Breaker | | | | | \$ 5,220.00 | |
| Closed Projects - Subtotal (pre FY2019-2021) | | | | | \$960,319.86 | \$1,102,049.95 | |

FY 2021-2022 Open Projects:

| | | | | |
|-------------------------------------|--|------------|--------------------|---------------------------|
| Crystal Springs Solar System Backup | | 12/20/2021 | \$18,739.00 | \$ 18,739.00 |
| Nunes Tank Radio Solar Backup | | 12/20/2021 | \$19,927.00 | \$ 24,413.50 |
| Open Projects - Subtotal | | | \$38,666.00 | \$0.00 \$43,152.50 |

Other: Maintenance

| | |
|------------------------------------|--------------|
| Tanks | \$ 24,807.00 |
| Crystal Springs Maintenance | \$ 3,529.94 |
| Nunes Maintenance | \$ 51,951.46 |
| Denniston Maintenance | \$ 50,354.33 |
| Distribution System | \$ 87,180.04 |
| Wells | |
| Cellular Telemetry | \$ 5,192.30 |

Subtotal Maintenance \$ 223,015.07

FINAL TOTAL FY 2021/2022 \$266,167.57

EKI Environment & Water
Engineering Services Billed Through June 30, 2022

| | Contract Date | Not to Exceed Budget | Status | FY 2018-2019 | FY 2019-2020 | FY2020-2021 | FY2021-2022 |
|--|---------------|----------------------|----------|---------------|---------------|--------------|--------------|
| CIP Project Management | | | | | | | |
| Fiscal Year 2018-2019 | 10.19.2018 | \$ 25,000.00 | Complete | | | | |
| Fiscal Year 2018-2019 | 1.14.2019 | \$ 40,000.00 | Complete | | | | |
| Fiscal Year 2018-2019 | 3.12.2019 | \$ 75,000.00 | Complete | | | | |
| Fiscal Year 2019-2020 | 7.29.2019 | \$ 180,000.00 | Complete | \$ 123,410.00 | \$ 104,108.97 | \$ 1,138.80 | |
| Pipeline Projects (Ferdinand) - T2 | | \$ 2,000.00 | Complete | \$ 18,220.42 | \$ 13,476.55 | | |
| Tank Seismic Projects - T3 | | | Complete | \$ 16,676.92 | \$ 19,249.53 | | |
| Hydraulic Modeling - T4 | | | Complete | \$ 4,385.04 | \$ 20,570.20 | | |
| Fiscal Year 2020-2021 | 8.13.2020 | \$ 100,000.00 | Complete | | | \$ 66,805.44 | \$ 33,162.48 |
| Fiscal Year 2021-2022 - Non-Complex Main line Extension Services | 10.15.2021 | \$ 25,000.00 | Open | | | | \$ 10,301.46 |
| Fiscal Year 2021-2022 - Drought Relief Grant Application | 12.2021 | | Complete | | | | \$ 21,074.82 |
| Fiscal Year 2022-2023 | 4/20/2022 | \$ 100,000.00 | Open | | | | \$ 5,453.76 |
| Sub Total - CIP Project Management Services | | \$ 547,000.00 | | \$ 162,692.38 | \$ 157,405.25 | \$ 67,944.24 | \$ 69,992.52 |

| | | | | | | | | |
|--|-------|------------|---------------|----------|--------------|--------------|--------------|--------------|
| Highway 1 South Pipeline Replacement Project | 16-02 | 9.20.2018 | \$ 25,000.00 | Complete | \$ 17,680.45 | | | |
| Ferdinand Avenue Pipeline Replacement Design | 14-31 | 2.12.2019 | \$ 29,000.00 | Complete | \$ 27,824.37 | \$ 1,169.10 | | |
| Casa Del Mar Main Replacement (Phase 1) and Grand Boulevard Pipeline/PRV Loop Design | 14-32 | 2.12.2019 | \$ 28,500.00 | Complete | \$ 27,297.34 | \$ 1,195.22 | | |
| Denniston Culvert Replacement and Paving Project Design | 18-13 | 7.1.2019 | \$ 16,400.00 | Complete | \$ 804.96 | \$ 21,296.34 | | |
| Denniston Culvert Replacement-Engineering Services during Construction | 18-13 | 7.8.2020 | \$ 48,800.00 | Complete | | | \$ 47,647.17 | |
| Construction Inspection Services for Ferdinand Avenue Water Main Replacement Project | 14-31 | 7.1.2019 | \$ 32,300.00 | Complete | | \$ 32,300.00 | | |
| Pine Willow Oak Water Main Replacement Project | 18-01 | 7.29.2019 | \$ 69,700.00 | Complete | | \$ 49,906.63 | \$ 4,991.74 | |
| Grandview Water Main Replacement Project (Design, Bid Support, construction support) | 14-27 | 7.29.2019 | \$ 56,100.00 | Open | | \$ 42,095.19 | \$ 5,144.36 | |
| Grandview Crossing at Hwy 1 | | 2.9.2021 | \$ 156,500.00 | Open | | | \$ 73,285.99 | \$ 37,244.28 |
| Pilarcitos Creek Crossing Water Main Replacement Preliminary Design | 13-02 | 8.27.2019 | \$ 104,600.00 | Complete | | \$ 95,332.59 | \$ 1,226.50 | |
| Pilarcitos Creek Crossing Water Main Replacement Design | 13-02 | 7.14.2020 | \$ 82,900.00 | Open | | | \$ 39,340.34 | \$ 31,454.78 |
| Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions | 13-02 | | \$ 28,600.00 | Open | | | | \$ 20,059.82 |
| Grandview/Silver/Terrace/Spindrifft Under Hwy 1 PreDesign | 20-08 | 10.15.2019 | \$ 59,600.00 | Complete | | \$ 18,217.30 | \$ 40,597.27 | |
| Highway 92 Potable Water Pipeline Replacement Project Design | 14-01 | 7.2.2021 | \$ 24,800.00 | Open | | | | \$ 18,139.94 |
| Miramontes Point Road Water Main Replacement | 22-01 | 7.14.2021 | \$ 116,800.00 | Open | | | | \$ 92,356.96 |
| Purisima Way Water Main Replacement | 14-29 | 10.18.2021 | \$ 20,400.00 | Complete | | | | \$ 19,840.91 |
| Medio Crossing - Alternatives Evaluation for Pipeline Replacement | | 4.25.2022 | \$ 21,900.00 | Open | | | | \$ 8,410.48 |

Total - All Services

\$ 1,468,900.00 \$ 236,299.50 \$ 418,917.62 \$ 280,177.61 \$ 297,499.69

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, June 14, 2022

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom was not open to the public for the June 14, 2022, Regular Meeting of the Board of Directors of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

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

- 1) **ROLL CALL** -President Bob Feldman called the meeting to order at 7:00 p.m.
Participating in roll call via Zoom Video Conference: Directors Ken Coverdell, Chris Mickelsen, Glenn Reynolds, and Vice-President Muller.

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

Also participating: Jonathan Sutter, EKI Environment and Water, Inc.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - Randy Ralston commented about the timeliness of the plan reviews, and staff provided a brief response.
- 4) **Consider and Reaffirm Resolution 2021-06 "Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person"**

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

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

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

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

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

5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending May 31, 2022:
Claims: \$ 1,461,140.27; Payroll: \$ 189,298.12 for a total of \$ 1,650,438.39
May 2022 Monthly Financial Claims reviewed and approved by Director Mickelsen
- B. Acceptance of Financial Reports
- C. Approval of Minutes of May 10, 2022, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report May 2022
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report-April 2022 and SFPUC Hydrological Conditions Report - May 2022
- J. Notice of Completion - Emergency Pipeline Replacement at Purisima Way Project

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

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

6) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

Vice-President Muller commented on the construction work being done in Miramar.

7) **GENERAL BUSINESS**

A. Award of Contract to Casey Construction, Inc. for Grandview Waterline Replacement Project.

Mr. Derbin summarized the project to replace the Grandview 2" PVC lines with 6" ductile iron pipe. In addition, the 6" cast iron pipe that crosses under highway 1 to Grandview Boulevard connecting to 16" transmission main will be replaced with new 8" ductile iron pipe via pipejacking construction methods. The project is intended to replace aging pipelines that are nearing the end of their useful life and to increase pipe size to meet current fire standards. Three bids were received, with Casey Construction providing the lowest bid.

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Casey Construction, Inc. for a not to exceed amount of \$1,496,630 for the Grandview Waterline Replacement Project:

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

B. Approval of Memorandum of Understanding between the District and Teamsters Local 856 and Approval of Resolution 2022-08 Amending the Coasts County Water District's Personnel Manual.

Ms. Rogren summarized the background of the Memorandum of Understanding (MOU) that covers the period of July 1, 2022 through June 30, 2027. The MOU includes a Cost-of-Living adjustment of 6.5% effective July 1, 2022 for Fiscal Year 2022-2023 based on the preceding February-February CPI movement for the SF-Bay

Area Index "W" and provides for an annual COLA increase effective July 1 of each year going forward for the MOU term using the movement in the CPI for the previous February to February period. The MOU and by reference, the Personnel Manual, incorporate the following changes to the previous MOU:

- Unscheduled work on a holiday is to be paid at double time.
- For employees with greater than 25 years of service, one additional day of vacation will be earned annually for years 25-29.
- The federal holiday Juneteenth Day (June 19) is added.
- The safety shoe allowance is increased to \$500 per year.
- Employees may purchase one pair of prescription safety glasses per fiscal year not to exceed \$200.
- Class B Driver's License Certification Pay of \$100/month is added.
- The Employee Wellness Benefit is increased to \$50/month.
- MOU provides for a Salary Survey to be commissioned during the first two years of the MOU term.

The MOU and Personnel Manual also add clarifying language including:

*The District does not pyramid" daily overtime or double pay.

* When a holiday falls on a weekend, language has been added to clarify what day is eligible for overtime or double time payment.

The adoption of Resolution 2022-08 Amends the Coastside County Water District's Personnel Manual and allows the incorporation of the changes above.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to approve the Memorandum of Understanding between the District and Teamsters Local 856 covering the period July 1, 2022 through June 30, 2027 and to adopt Resolution 2022-08 amending the Coastside County Water District's Personnel Manual:

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

C. Approval of Salary Schedule with a Cost-of-Living Adjustment Increase for Fiscal Year 2022-2023 effective July 1, 2022

Ms. Rogren presented an updated Salary Schedule to be effective July 1, 2022. The salary update includes a 6.5% Cost of Living Adjustment as provided for in the Memorandum of Understanding with the Teamsters local 856.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to approve the of Salary Schedule with a Cost-of-Living Adjustment increase for Fiscal Year 2022-2023 effective July 1, 2022:

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

D. Approval of Fiscal Year 2022-2023 Operations and Maintenance Budget and Fiscal Year 2022/2023 to Fiscal Year 2031/2032 Capital Improvement Program

Ms. Rogren shared her presentation, and summarized the projected revenue, operating expenses and debt service for the Operations and Maintenance Budget for Fiscal Year 2022-2023. She also provided an overview of the 10-year Capital Improvement Program (Fiscal Years 2022/23 to 2031/32) and the Cash/Reserves Impact.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to approve the Fiscal Year 2022-2023 Operations and Maintenance Budget and Fiscal Year 2022/2023 to Fiscal Year 2031/2032 Capital Improvement Program:

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

E. Approval of Professional Service Agreement with Raftelis Financial Consultants, Inc. for Cost of Service and Rate Study Update

Ms. Rogren summarized that the District has utilized the services of Raftelis Financial Consultants, Inc. since 2018 to develop and update the District's cost of service-service based water rates. As the District considers future rate increases, the District's Cost of Service and Rate Study needs a comprehensive update. Raftelis Financial Consultants' scope of services includes an updated Cost of Service Analysis, Financial Plan Update, a Water Rate Update, and a Drought Rate Update in order to comply with the Proposition 218 requirements.

ON MOTION BY Director Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to enter into a Professional Service Agreement with Raftelis Financial Consultants, Inc. for a Cost of Service and Rate Study Update at a time-and-materials cost not to exceed \$59,773:

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

F. Consider Approval of Resolution 2022-09 Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2022-2023

Article XIII B of the California Constitution, and its implementing legislation requires each local agency to review the appropriations limit applicable to it annually. The appropriations limit is the maximum amount of proceeds of taxes which the District can appropriate during the fiscal year.

ON MOTION BY Director Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to adopt Resolution 2022-09 establishing the Appropriations Limit applicable to the District during Fiscal Year 2022-2023:

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

G. Consider Approval of Resolution 2022-10 Calling for an Election to be Held on Tuesday, November 8, 2022, for the Election of Two (2) Members of the Governing Board

Ms. Rogren introduced this item and provided a summary of the required election tasks, including the adoption of the resolution 2022-10. The regular District election will be held on Tuesday, November 8, 2022. Two Zones (Zones 2 and 5) are up for election (4-year terms). These zones are currently held by Director Mickelsen and President Feldman. Under state law, the District must submit a formal request to the County Elections Department to perform all the services required to conduct the District's election.

ON MOTION BY Vice President Muller and seconded by Director Reynolds, the Board voted by roll call vote to adopt Resolution 2022-10 calling for an election to be held on Tuesday, November 8, 2022, for the election of two (2) members of the Governing Board:

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

H. California Special Districts Association (CSDA) – 2022 Board Election – Bay Area Network, Seat B

Ms. Rogren stated that the Board, as a member of the California Special Districts Association, can participate in the Board Elections process by casting a vote for one of the candidates seeking to represent the Bay Area Network. Brief discussion ensued and the board members agreed to designate the District’s vote for the incumbent, Ryan Clausnitzer.

I. Nunes Water Treatment Plant Upgrades Project Update #10

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during May 2022. Due to the supply chain issues with delays in receiving the valves, the contractor will need to halt work for 3-4 months until the valves arrive. This will extend estimated completion date to January 2024.

8) **MONTHLY INFORMATIONAL REPORTS**

A. General Manager’s Report

Ms. Rogren summarized the planned activities for the District’s 75th Anniversary Celebration.

B. Superintendent of Operations Report

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

C. Water Resources Report

Ms. Brennan provided a water shortage and public outreach update. On May 24, SFPUC declared a stage 2 water shortage contingency and went from a 10% to an 11% shortage. The District will receive a revised final monthly allocation (water budget) by June 15. Also on May 24, the State Water resources Control Board approved additional emergency water conservation regulations. The regulations include certain requirements that the District has already adopted with Ordinance 2022-01, but the district will need to revise its ordinance to incorporate the State’s new regulations.

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

Director Coverdell requested a future agenda item for staff to share a detailed organizational chart and outlining staff position responsibilities and workload.

10) **ADJOURNMENT - Board Meeting Adjourned at 8:38 p.m.**

Mary Rogren, General Manager
Secretary to the District

Robert Feldman, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 2021 / 2022

| Installed Water Meters | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Total |
|----------------------------|------|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| HMB Non-Priority | | | | | | | | | | | | | |
| 0.5" capacity increase | | | | | | | | | | | | | 0 |
| 5/8" meter | | | | 2 | | | | | 8 | | | | 10 |
| 3/4" meter | | | | | | | | | | | | | 0 |
| 1" meter | | | | | | | | | 2 | | | | 2 |
| 1 1/2" meter | | | | | | | | | | | | | 0 |
| 2" meter | | | | | | | | | | | | | 0 |
| 3" meter | | | | | | | | | | | | | 0 |
| HMB Priority | | | | | | | | | | | | | |
| 0.5" capacity increase | | | | | | | | | | | | | 0 |
| 5/8" meter | | | | | | | | 1 | | | | | 1 |
| 3/4" meter | | | | | | | | | | | | | 0 |
| 1" meter | | | | | | | | | | | | | 0 |
| 1 1/2" meter | | | | | | | | | | | | | 0 |
| 2" meter | | | | | | | | | | | | | 0 |
| County Non-Priority | | | | | | | | | | | | | |
| 0.5" capacity increase | | | | | | | | | | | | | 0 |
| 5/8" meter | 2 | 3 | 1 | 1 | 1 | | | 1 | | | 1 | | 10 |
| 3/4" meter | | | | | | | | | | | | | 0 |
| 1" meter | | | | | | | | | | | | | 0 |
| County Priority | | | | | | | | | | | | | |
| 5/8" meter | | | | | | | | | | | | | 0 |
| 3/4" meter | | | | | | | | | | | | | 0 |
| 1" meter | | | | | | | | | | | | | 0 |
| 1.5" meter | | | | | | | | | | | | | 0 |
| Totals | 2 | 3 | 1 | 3 | 1 | 0 | 0 | 2 | 10 | 0 | 1 | 0 | 23 |

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

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

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022

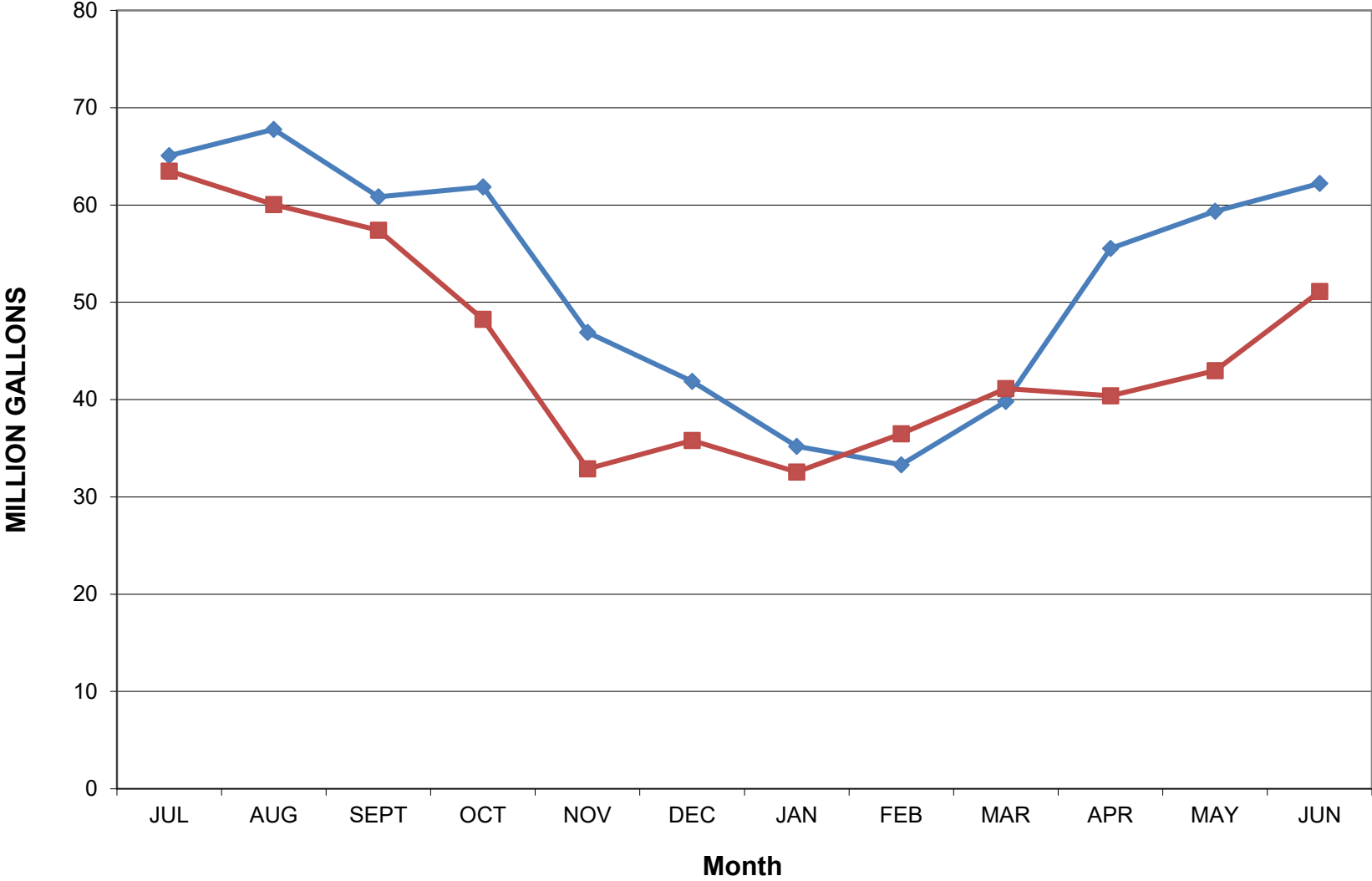
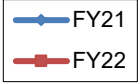
| | CCWD Sources | | | SFPUC Sources | | RAW WATER TOTAL | UNMETERED WATER | TREATED TOTAL |
|------------------------|-----------------|---------------------|------------------|-----------------|---------------------------|-----------------|-----------------|---------------|
| | DENNISTON WELLS | DENNISTON RESERVOIR | PILARCITOS WELLS | PILARCITOS LAKE | CRYSTAL SPRINGS RESERVOIR | | | |
| JUL | 0.00 | 0.00 | 0.00 | 0.00 | 65.93 | 65.93 | 2.44 | 63.49 |
| AUG | 0.00 | 0.00 | 0.00 | 0.00 | 61.90 | 61.90 | 1.86 | 60.04 |
| SEPT | 0.00 | 0.00 | 0.00 | 0.00 | 59.74 | 59.74 | 2.34 | 57.40 |
| OCT | 0.53 | 1.57 | 0.00 | 3.69 | 44.32 | 50.11 | 1.87 | 48.24 |
| NOV | 1.62 | 17.20 | 9.78 | 0.00 | 7.87 | 36.47 | 3.58 | 32.89 |
| DEC | 0.69 | 5.75 | 21.2 | 0.00 | 10.80 | 38.44 | 2.64 | 35.80 |
| JAN | 0.00 | 7.62 | 24.44 | 0.00 | 3.16 | 35.22 | 2.66 | 32.56 |
| FEB | 0.00 | 14.10 | 21.88 | 0.00 | 3.63 | 39.61 | 3.13 | 36.48 |
| MAR | 0.00 | 14.97 | 24.71 | 0.00 | 5.16 | 44.84 | 3.72 | 41.12 |
| APR | 2.33 | 23.27 | 0.00 | 9.22 | 9.25 | 44.07 | 3.68 | 40.39 |
| MAY | 2.15 | 19.30 | 0.00 | 22.75 | 2.61 | 46.81 | 3.84 | 42.97 |
| JUN | 1.91 | 12.20 | 0.00 | 35.05 | 5.04 | 54.20 | 3.08 | 51.12 |
| TOTAL | 9.23 | 115.98 | 102.01 | 70.71 | 279.41 | 577.34 | 34.84 | 542.50 |
| % MONTHLY TOTAL | 3.5% | 22.5% | 0.0% | 64.7% | 9.3% | 100.0% | 5.7% | 94.3% |
| % ANNUAL TO DATE TOTAL | 1.6% | 20.1% | 17.7% | 12.2% | 48.4% | 100.0% | 6.0% | 94.0% |

CCWD vs SFPUC- month 26.0%
 CCWD vs SFPUC- annual 39.4%

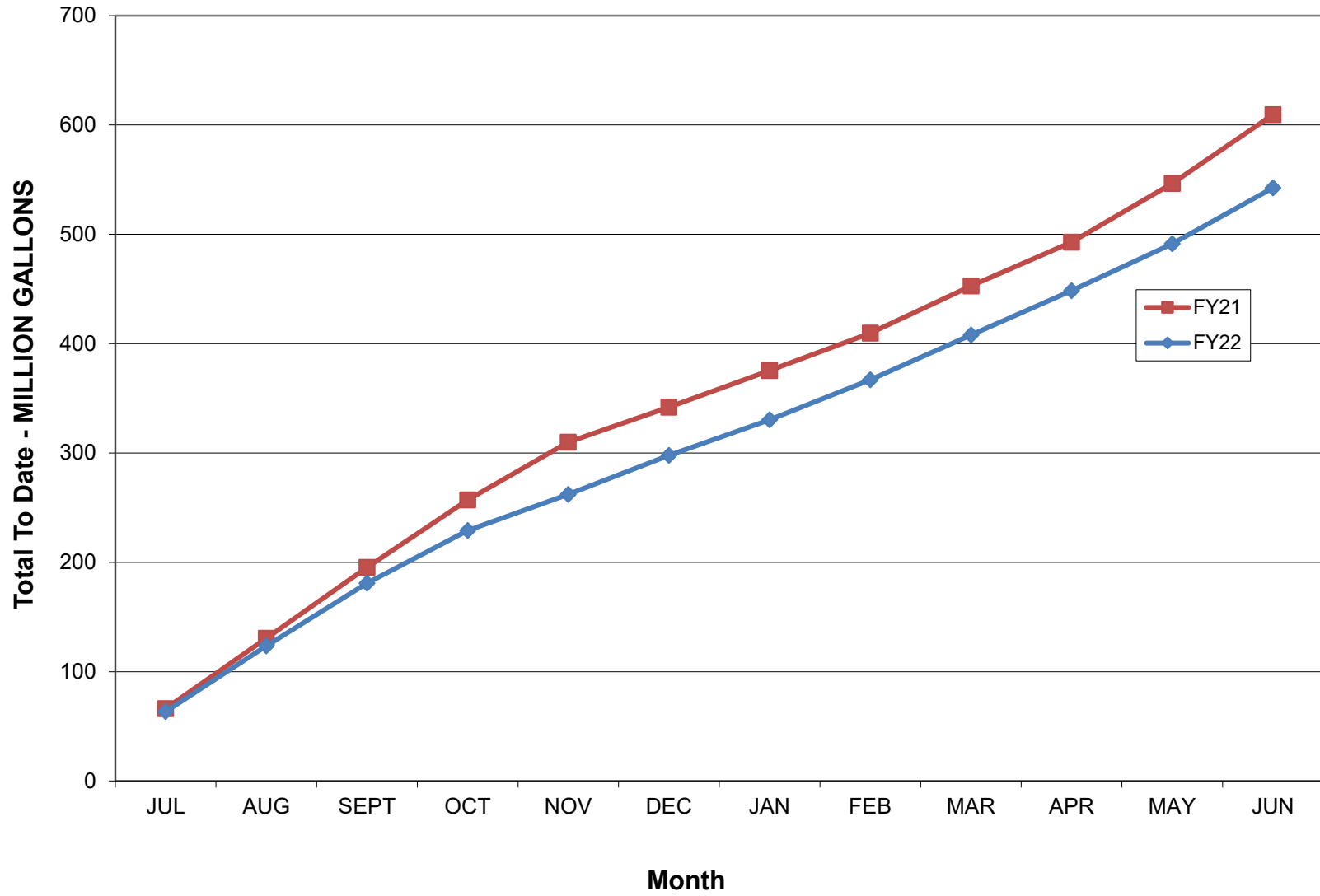
12 Month Running Treated Total **542.50**
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2021

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

Monthly Production FY 21 vs FY 22



Cumulative Production FY21 vs FY22



| MONTH Jun-22 | | | | | | |
|--|--------------------------|---------------|--------------------|------------|------------------|---------------------------|
| Coastside County Water District Monthly Discharge Report | | | | | | |
| EMERGENCY MAIN AND SERVICE REPAIRS | | | | | | |
| | Date Reported Discovered | Date Repaired | Location | Pipe Class | Pipe Size & Type | Estimated Water Loss (MG) |
| 1 | 6/1/2022 | 6/1/2022 | 630 San Carlos Ave | Service | 3/4" Copper | 0.0010 |
| 2 | 6/16/2022 | 6/16/2022 | 523 Church Street | Main | 6" CI | 0.0010 |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| Totals | | | | | | 0.0020 |

| OTHER DISCHARGES | |
|------------------------------------|-------|
| Total Volumes (MG) | |
| Flushing Program | 0.013 |
| Reservoir Cleaning | |
| Automatic Blowoffs | 0.242 |
| Dewatering Operations | |
| Other (includes flow testing) | 0.000 |
| | |
| DISCHARGES GRAND TOTAL (MG) | |
| 0.255 | |

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

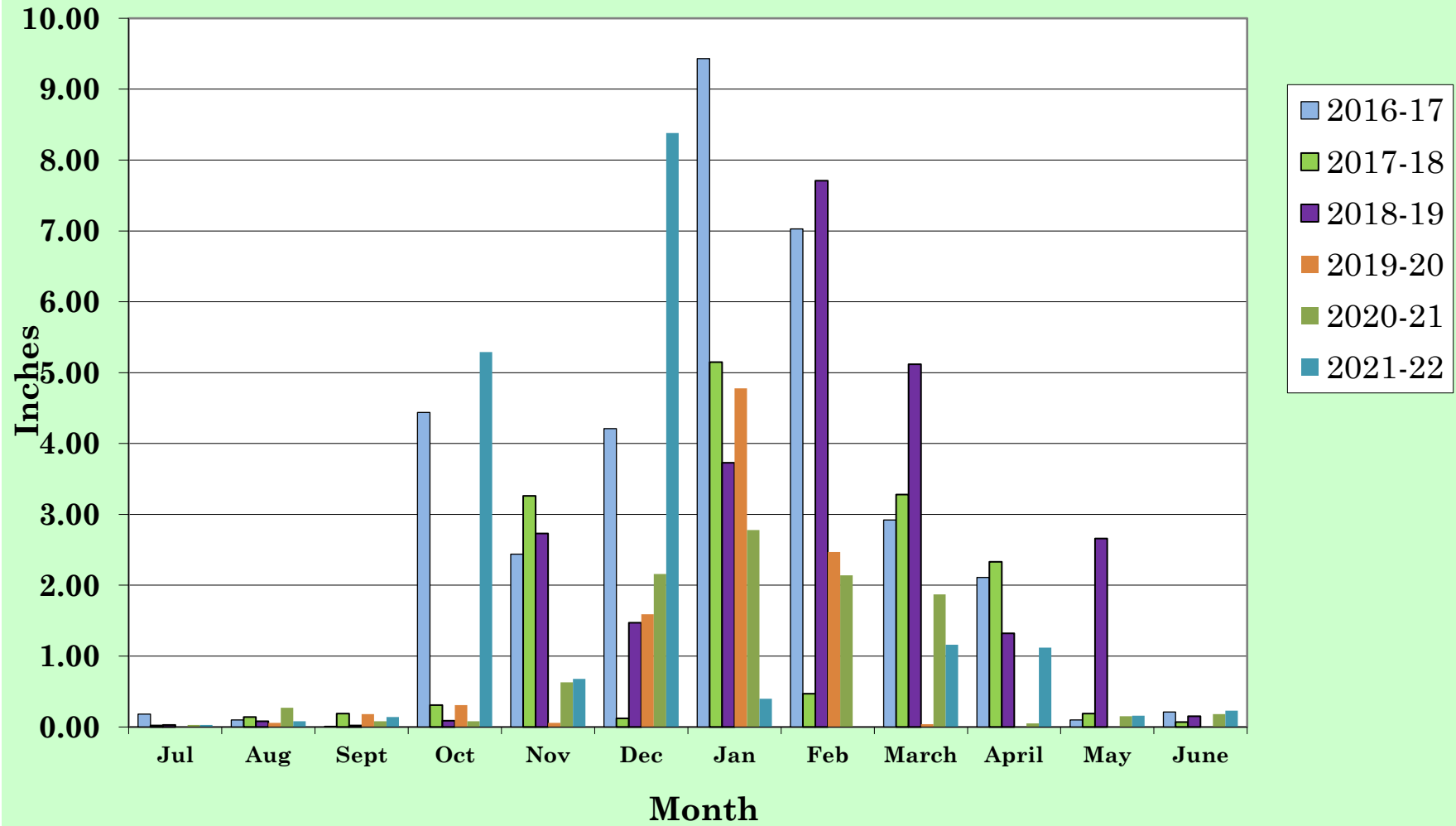
Nunes
 Rainfall in Inches

| | 2021 | | | | | | 2022 | | | | | |
|------------|------|------|------|------|------|-------|-------|-------|-------|-------|-------|-------|
| | Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June |
| 1 | 0 | 0 | 0 | 0 | 0.27 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2 | 0 | 0 | 0 | 0 | 0.01 | 0 | 0 | 0 | 0.09 | 0 | 0 | 0 |
| 3 | 0 | 0 | 0 | 0 | 0.11 | 0 | 0.18 | 0 | 0.2 | 0 | 0 | 0.02 |
| 4 | 0 | 0.02 | 0 | 0 | 0.01 | 0 | 0.15 | 0 | 0.01 | 0 | 0 | 0 |
| 5 | 0 | 0.02 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.2 |
| 6 | 0 | 0 | 0 | 0 | 0 | 0.02 | 0.01 | 0 | 0 | 0 | 0.07 | 0.01 |
| 7 | 0 | 0.02 | 0 | 0.01 | 0 | 0.07 | 0 | 0 | 0 | 0 | 0 | 0 |
| 8 | 0 | 0.01 | 0 | 0 | 0.17 | 0.05 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | 0 | 0 | 0 | 0 | 0.06 | 0.03 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.14 | 0 | 0 |
| 12 | 0 | 0 | 0 | 0 | 0 | 0.44 | 0 | 0 | 0.01 | 0 | 0 | 0 |
| 13 | 0 | 0 | 0 | 0 | 0 | 4.23 | 0 | 0 | 0.03 | 0 | 0 | 0 |
| 14 | 0 | 0 | 0 | 0 | 0 | 0.09 | 0 | 0 | 0 | 0.24 | 0 | 0 |
| 15 | 0 | 0 | 0 | 0 | 0 | 0.31 | 0 | 0 | 0.23 | 0 | 0 | 0 |
| 16 | 0 | 0 | 0 | 0 | 0 | 0.31 | 0 | 0 | 0 | 0.36 | 0.02 | 0 |
| 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 18 | 0 | 0 | 0.04 | 0.05 | 0 | 0 | 0 | 0 | 0.01 | 0.03 | 0 | 0 |
| 19 | 0 | 0 | 0.01 | 0 | 0.04 | 0 | 0 | 0 | 0.18 | 0.06 | 0 | 0 |
| 20 | 0.01 | 0 | 0 | 0.03 | 0 | 0 | 0 | 0 | 0 | 0.22 | 0 | 0 |
| 21 | 0 | 0 | 0 | 1.08 | 0.01 | 0.34 | 0 | 0 | 0 | 0.04 | 0 | 0 |
| 22 | 0 | 0 | 0 | 1.07 | 0 | 0.27 | 0 | 0 | 0 | 0.03 | 0 | 0 |
| 23 | 0.02 | 0 | 0 | 0 | 0 | 0.67 | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | 0 | 0 | 0.01 | 0.94 | 0 | 0.21 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 | 0 | 0 | 0 | 2.08 | 0 | 0.31 | 0 | 0 | 0 | 0 | 0 | 0 |
| 26 | 0 | 0 | 0.01 | 0.01 | 0 | 0.16 | 0 | 0 | 0 | 0 | 0 | 0 |
| 27 | 0 | 0 | 0.06 | 0 | 0 | 0.3 | 0 | 0 | 0.36 | 0 | 0 | 0 |
| 28 | 0 | 0 | 0.01 | 0 | 0 | 0.02 | 0 | 0 | 0.01 | 0 | 0.07 | 0 |
| 29 | 0 | 0.01 | 0 | 0 | 0 | 0.55 | 0 | | 0.01 | 0 | 0 | 0 |
| 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0.02 | 0 | 0 | 0 |
| 31 | 0 | 0 | | 0.02 | | 0 | 0 | | 0 | | 0 | |
| Mon.Total | 0.03 | 0.08 | 0.14 | 5.29 | 0.68 | 8.38 | 0.4 | 0.00 | 1.16 | 1.12 | 0.16 | 0.23 |
| Year Total | 0.03 | 0.11 | 0.25 | 5.54 | 6.22 | 14.60 | 15.00 | 15.00 | 16.16 | 17.28 | 17.44 | 17.67 |

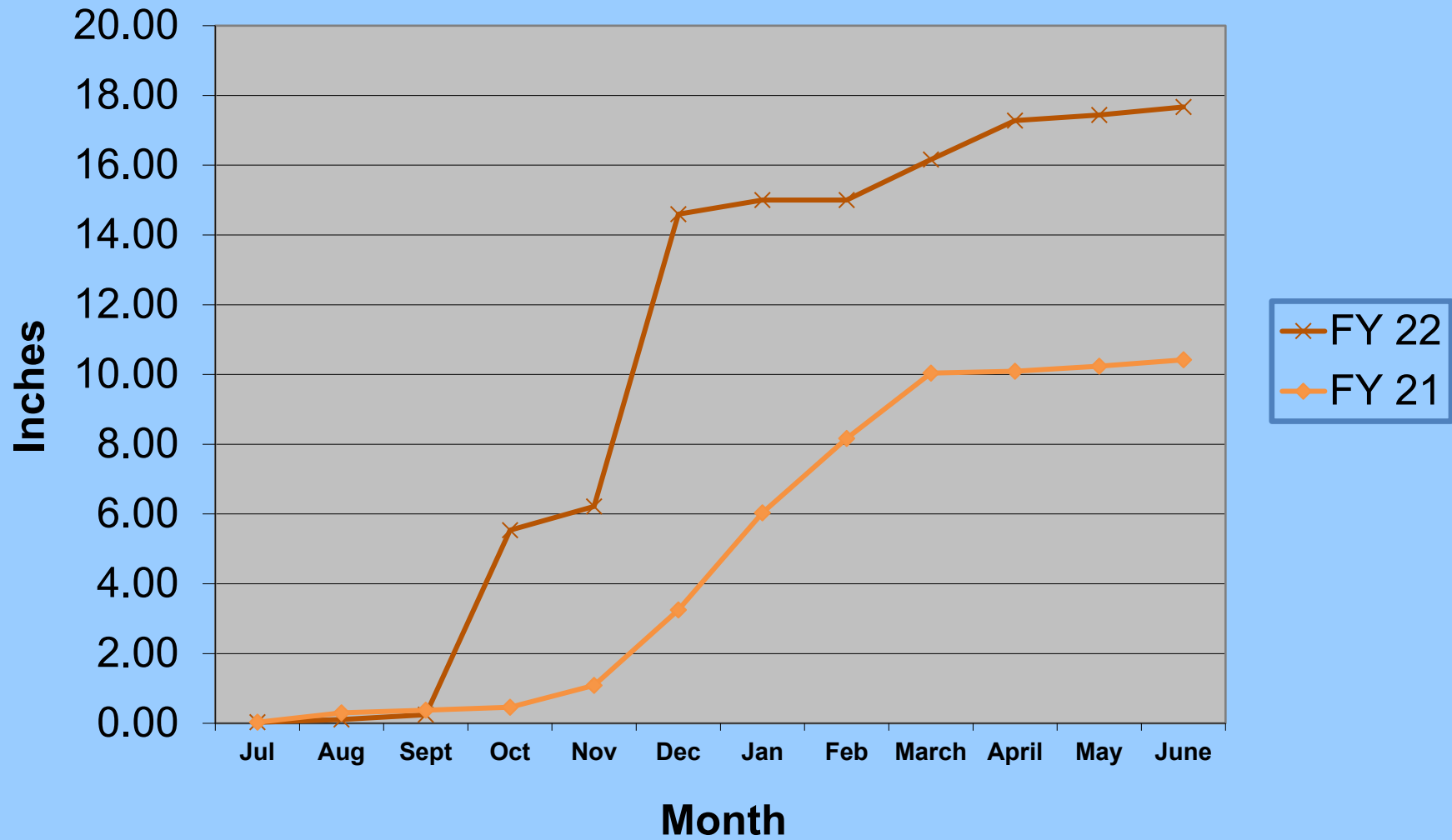
Coastside County Water District

Rainfall by Month

Fiscal Years 17 - 22

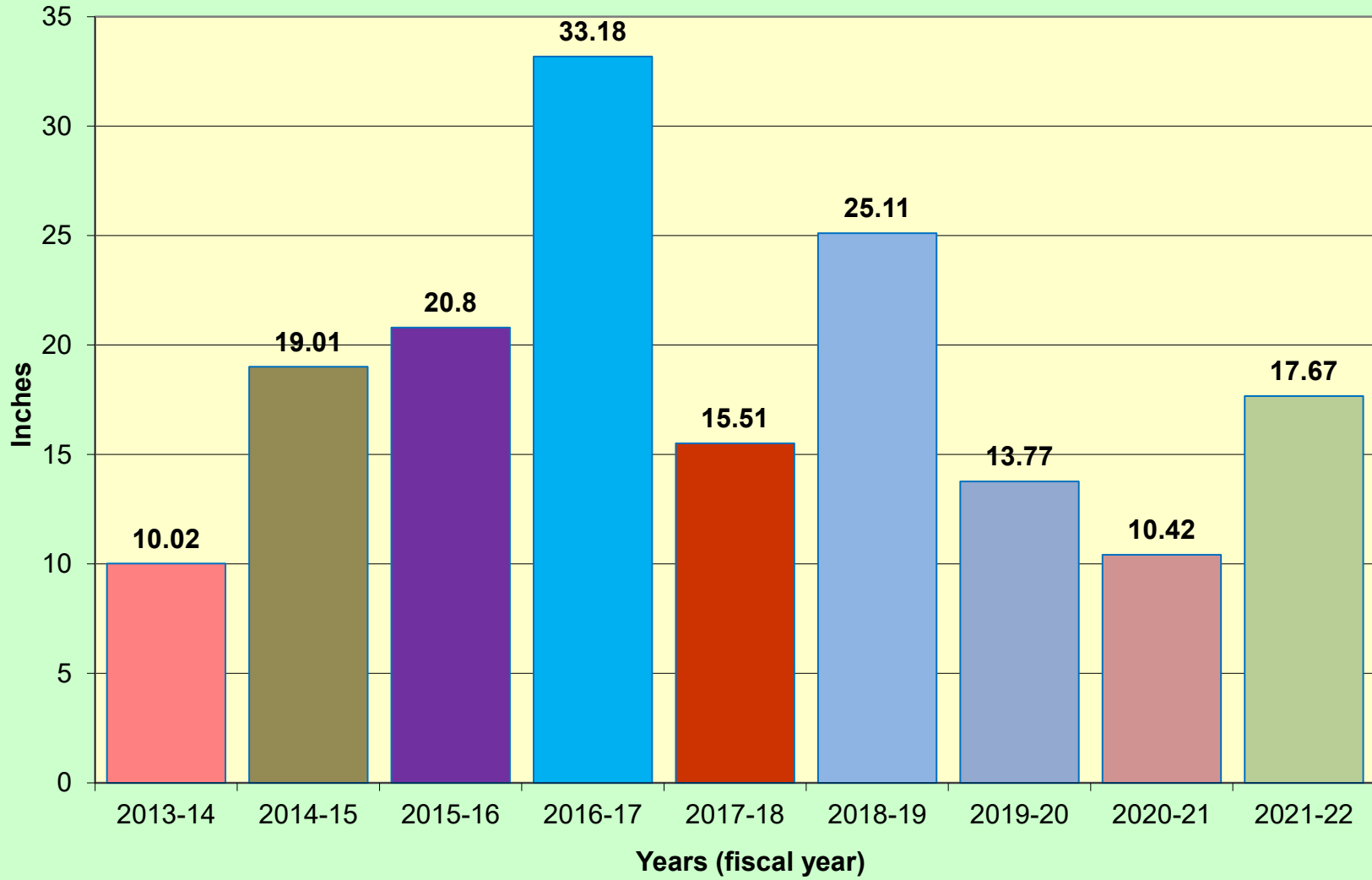


Rainfall Total Comparison Fiscal Years 21-22



Rain Totals

Fiscal Years 14 - 22



STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 12, 2022

Date: July 5, 2022

Subject: Notice of Completion - Denniston Road Storm Damage Repairs Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Denniston Road Storm Damage Repairs Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Half Moon Bay Grading and Paving, Inc. on April 19, 2022, for the Denniston Road Storm Damage Repairs Project.

The work consisted of repairing and raising approximately 900 linear feet of roadway. Removing and replacing culvert, install a drop inlet catch basin and adding rip rap on low side of road. Installed 6" of new base rock for road surface and graded valley ditch to drain. The site of the work is located on District property, in the unincorporated community of El Granada, San Mateo County, at 150 Denniston Creek Road. (APN 037-320-140).

The work was completed on June 14, 2022, in accordance with District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA 94019

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: Fee

2. The full name and address of the undersigned is:

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019

3. On July 12, 2022, there was completed upon the hereinafter described real property a work of improvement as a whole named Denniston Road Storm Damage Repairs Project. The work consisted of repairing and raising approximately 900 linear feet of roadway. Removing and replacing culvert, install a drop inlet catch basin and adding rip rap on low side of road. Installed 6" of new base rock for road surface and graded valley ditch to drain.

4. The name of the original contractor for the work of improvement as a whole was: Half Moon Bay Grading and Paving, 1780 Higgins Canyon Road, Half Moon Bay, CA 94019.

5. The real property herein referred to is situated in Half Moon Bay, County of San Mateo, State of California, and described as follows:

The site of the work is located in the unincorporated community of El Granada, San Mateo County, at 150 Denniston Creek Road. (APN 037-320-140).

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY: _____
Mary Rogren Secretary

VERIFICATION

I, Mary Rogren, declare that I am the Secretary of the Coastside County Water District and am authorized to make this verification for that reason. I have read said Notice of Completion and know the contents thereof to be true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on July 12, 2022 at Half Moon Bay, California
(Date) (Place where signed)

By: _____
Mary Rogren
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 12, 2022

Report

Date: July 8, 2022

Subject: Fiscal 2021-2022 Year-End Financial Results - Preliminary

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes preliminary results for the Fiscal Year ending June 30, 2022. The results include preliminary estimates of year-end expense accruals but exclude depreciation, year-end audit and other adjustments to be finalized by December 2022.

Key highlights include:

- Year-to-date operating revenue is \$ 764,000 or 5.7% below budget due to a 40 million gallon reduction in water usage by the District's customers during the drought.
- Year to date non-operating revenue is \$439,000 or 30% above budget, including:
 - \$248,000 higher county tax receipts
 - \$276,000 higher Excess ERAF Refund
 - Also includes offsets of (\$41,000) lower interest and (\$50,000) due to no late penalties charged during the pandemic.
- *The resulting Net Revenue was \$324,000 below budget.*
- Year-to-date operating expenses are \$512,000 or 5.4% below budget.

Key costs savings include:

 - \$341,000 savings in SFPUC water purchases due to lower water usage and greater use of local sources (including wells).
 - \$289,000 savings in salaries & benefits due to open positions
 - \$ 91,000 savings due to timing of operations and maintenance at Nunes Water Treatment Plant

These cost savings were offset by:

- (\$50,000) - higher well maintenance expense related to rehabilitation of (3) wells in Pilarcitos Canyon. (This maintenance allowed the District to increase in its local well production by 50 MG+, saving \$250,000 in water purchases from SFPUC).
- (\$33,000) - higher maintenance at Denniston primarily reflecting removal of spoils from many previous years' dredging activities.
- (\$39,000) - for road repairs in Pilarcitos Canyon and tree trimming/removal primarily related to damage from the October 2021 and December 2021 storms.
- (\$63,000) - higher Office & Administration due to higher billing/credit card processing fees and COVID related expenses
- (\$30,000) - for preparing new election "zone" maps due to census changes

➤ *In total, the District has a \$188,000 favorable variance to plan.*

- Contributions to the Capital Improvement Program and Reserves are \$4,625,000 versus a plan of \$4,436,000.

Cash

The District closed on its \$7 Million financing with First Foundation Bank on March 11, 2022. This 20-year loan (designated for the Nunes Water Treatment Plant Improvement Project) has an "all in cost" of 2.34%.

The current cash balance as of June 30, 2022 is at \$16,279,000 including the \$7,000,000 loan proceeds.

Capital Improvement Plan (CIP):

CIP Spend totaled \$7,094,000 against an approved plan of \$5,760,000 plus a carryover of \$2,235,000 of projects from the prior fiscal year. The CIP includes \$4,800,000 for the Nunes Water Treatment Plant Improvement Project which is scheduled to be completed in Winter, 2024.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS

Preliminary

For Fiscal Year Ending 6/30/2022

| ACCOUNT | DESCRIPTION | YTD BUDGET | YTD ACTUAL | Variance Favorable (Unfavorable) | % Variance | Comments |
|------------------------------------|--------------------------------|-----------------------|-----------------------|---|-----------------------|---|
| OPERATING REVENUE | | | | | | |
| 1-0-4120-00 | Water Revenue -All Areas | 13,387,000.00 | 12,616,406.06 | (770,593.94) | -5.76% | Lower water sales than plan (by 40 Million Gallons) |
| 1-0-4170-00 | Water Taken From Hydrants | 52,000.00 | 58,817.38 | 6,817.38 | 13.11% | |
| TOTAL OPERATING REVENUE | | 13,439,000.00 | 12,675,223.44 | (763,776.56) | -5.68% | |
| NON-OPERATING REVENUE | | | | | | |
| 1-0-4180-00 | Late Notice -10% Penalty | 50,000.00 | 0.00 | (50,000.00) | -100.00% | Late penalties suspended during COVID |
| 1-0-4230-00 | Service Connections | 10,000.00 | 16,484.17 | 6,484.17 | 64.84% | |
| 1-0-4920-00 | Interest Earned | 56,250.00 | 15,097.21 | (41,152.79) | -73.16% | LAIF Interest rates lower than planned |
| 1-0-4930-00 | Tax Apportionments/Cnty Checks | 780,000.00 | 1,027,746.23 | 247,746.23 | 31.76% | Higher tax receipts than planned |
| 1-0-4950-00 | Miscellaneous Income | 7,000.00 | 6,611.81 | (388.19) | -5.55% | |
| 1-0-4955-00 | Cell Site Lease Income | 184,000.00 | 184,573.41 | 573.41 | 0.31% | |
| 1-0-4965-00 | ERAF REFUND -County Taxes | 400,000.00 | 676,163.84 | 276,163.84 | 69.04% | Higher tax receipts than planned |
| TOTAL NON-OPERATING REVENUE | | 1,487,250.00 | 1,926,676.67 | 439,426.67 | 29.55% | |
| TOTAL REVENUES | | 14,926,250.00 | 14,601,900.11 | (324,349.89) | -2.17% | |
| OPERATING EXPENSES | | | | | | |
| 1-1-5130-00 | Water Purchased | 2,321,721.00 | 1,980,473.41 | 341,247.59 | 14.70% | Reflects lower SFPUC water purchases due to 1) lower water sales; 2) availability of local sources due to early rain storms in the Fall of 2021 |
| 1-1-5230-00 | Pump Exp, Nunes T P | 44,800.00 | 44,495.83 | 304.17 | 0.68% | |
| 1-1-5231-00 | Pump Exp, CSP Pump Station | 342,000.00 | 329,902.36 | 12,097.64 | 3.54% | |
| 1-1-5232-00 | Pump Exp, Trans. & Dist. | 23,000.00 | 22,538.34 | 461.66 | 2.01% | |
| 1-1-5233-00 | Pump Exp, Pilarcitos Canyon | 36,000.00 | 54,808.35 | (18,808.35) | -52.25% | Higher electricity than plan due to Increased use of local sources (wells) |
| 1-1-5234-00 | Pump Exp. Denniston | 64,000.00 | 90,589.56 | (26,589.56) | -41.55% | Higher electricity than plan due to Increased use of local sources |
| 1-1-5242-00 | CSP Pump Station Operations | 17,000.00 | 9,056.00 | 7,944.00 | 46.73% | |
| 1-1-5243-00 | CSP Pump Station Maintenance | 38,000.00 | 32,339.46 | 5,660.54 | 14.90% | |
| 1-1-5246-00 | Nunes T P Operations | 92,500.00 | 63,630.40 | 28,869.60 | 31.21% | Reduced ongoing expenses at Nunes during construction activities |
| 1-1-5247-00 | Nunes T P Maintenance | 128,400.00 | 65,900.49 | 62,499.51 | 48.68% | Reduced ongoing expenses at Nunes during construction activities |
| 1-1-5248-00 | Denniston T.P. Operations | 56,500.00 | 38,638.07 | 17,861.93 | 31.61% | |
| 1-1-5249-00 | Denniston T.P. Maintenance | 135,600.00 | 169,077.15 | (33,477.15) | -24.69% | Reflects removal of spoils from past years of dredging |
| 1-1-5250-00 | Laboratory Services | 77,000.00 | 52,561.63 | 24,438.37 | 31.74% | |
| 1-1-5260-00 | Maintenance -General | 358,000.00 | 396,897.12 | (38,897.12) | -10.87% | Includes \$18K of road repairs in Pilarcitos Canyon and \$30K of tree trimming/removal around the District primarily related to storm damage |

| ACCOUNT | DESCRIPTION | YTD BUDGET | YTD ACTUAL | Variance Favorable (Unfavorable) | % Variance | Comments |
|-------------------------------------|--------------------------------|----------------------|---------------------|----------------------------------|--------------|--|
| 1-1-5261-00 | Maintenance -Well Fields | 30,800.00 | 80,510.64 | (49,710.64) | -161.40% | Includes repairs/rehabilitation of wells #3, #3A, and #5 (resulted in increased volume in well production during permitted season November 2021 to March 2022) |
| 1-1-5263-00 | Uniforms | 10,300.00 | 12,063.26 | (1,763.26) | -17.12% | |
| 1-1-5318-00 | Studies/Surveys/Consulting | 154,000.00 | 148,009.55 | 5,990.45 | 3.89% | |
| 1-1-5321-00 | Water Resources | 26,700.00 | 5,431.22 | 21,268.78 | 79.66% | |
| 1-1-5322-00 | Community Outreach | 60,000.00 | 54,394.47 | 5,605.53 | 9.34% | |
| 1-1-5325-00 | Water Shortage Program | 0.00 | 44,402.03 | (44,402.03) | 0.00% | Reflects expanded outreach for drought messaging; legal notices for ordinance |
| 1-1-5381-00 | Legal | 100,000.00 | 130,824.50 | (30,824.50) | -30.82% | |
| 1-1-5382-00 | Engineering | 67,800.00 | 93,708.90 | (25,908.90) | -38.21% | Includes grant writing services |
| 1-1-5383-00 | Financial Services | 22,600.00 | 12,731.00 | 9,869.00 | 43.67% | |
| 1-1-5384-00 | Computer Services | 217,300.00 | 225,930.96 | (8,630.96) | -3.97% | |
| 1-1-5410-00 | Salaries/Wages-Administration | 1,181,400.00 | 1,012,927.47 | 168,472.53 | 14.26% | Reflects vacant positions (including AGM) |
| 1-1-5411-00 | Salaries & Wages -Field | 1,666,000.00 | 1,605,616.76 | 60,383.24 | 3.62% | Reflects vacant positions |
| 1-1-5420-00 | Payroll Tax Expense | 206,700.00 | 184,967.43 | 21,732.57 | 10.51% | Reflects vacant positions |
| 1-1-5435-00 | Employee Medical Insurance | 542,100.00 | 479,642.85 | 62,457.15 | 11.52% | Reflects vacant positions |
| 1-1-5436-00 | Retiree Medical Insurance | 63,900.00 | 52,835.65 | 11,064.35 | 17.32% | |
| 1-1-5440-00 | Employees Retirement Plan | 518,600.00 | 553,250.14 | (34,650.14) | -6.68% | |
| 1-1-5445-00 | Supplemental Retirement 401a | 35,000.00 | 35,136.00 | (136.00) | -0.39% | |
| 1-1-5510-00 | Motor Vehicle Expense | 77,100.00 | 68,338.21 | 8,761.79 | 11.36% | |
| 1-1-5620-00 | Office Supplies & Expense | 328,500.00 | 391,058.60 | (62,558.60) | -19.04% | Reflects higher billing/credit card processing fees (\$30K) and COVID related expenses (\$30K) |
| 1-1-5625-00 | Meetings / Training / Seminars | 33,000.00 | 31,250.61 | 1,749.39 | 5.30% | |
| 1-1-5630-00 | Insurance | 163,300.00 | 139,197.04 | 24,102.96 | 14.76% | Includes credit for low claims history |
| 1-1-5687-00 | Membership, Dues, Subscript. | 87,400.00 | 79,614.99 | 7,785.01 | 8.91% | |
| 1-1-5688-00 | Election Expenses | 0.00 | 30,000.00 | (30,000.00) | 0.00% | Reflects cost for redistricting - preparing new election maps due to census changes |
| 1-1-5689-00 | Labor Relations | 6,000.00 | 0.00 | 6,000.00 | 100.00% | |
| 1-1-5700-00 | San Mateo County Fees | 25,700.00 | 23,395.60 | 2,304.40 | 8.97% | |
| 1-1-5705-00 | State Fees | 37,500.00 | 37,686.41 | (186.41) | -0.50% | |
| TOTAL OPERATING EXPENSES | | 9,396,221.00 | 8,883,832.46 | 512,388.54 | 5.45% | |
| CAPITAL ACCOUNTS | | | | | | |
| 1-1-5715-00 | Debt Svc/CIEDB 11-099 (I-BANK) | 335,825.00 | 335,668.71 | 156.29 | 0.05% | |
| 1-1-5716-00 | Debt Svc/CIEDB 2016 (I-BANK) | 322,895.00 | 322,894.97 | 0.03 | 0.00% | |
| 1-1-5717-00 | Chase Bank - 2018 Loan | 435,168.00 | 434,894.80 | 273.20 | 0.06% | |
| TOTAL CAPITAL ACCOUNTS | | 1,093,888.00 | 1,093,458.48 | 429.52 | 0.04% | |
| TOTAL EXPENSES | | 10,490,109.00 | 9,977,290.94 | 512,818.06 | 4.89% | |
| CONTRIBUTION TO CIP/RESERVES | | 4,436,141.00 | 4,624,609.17 | | | |

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Agenda: July 12, 2022

Date: July 7, 2022

Subject: Nunes Water Treatment Plant Upgrades Project Update #11

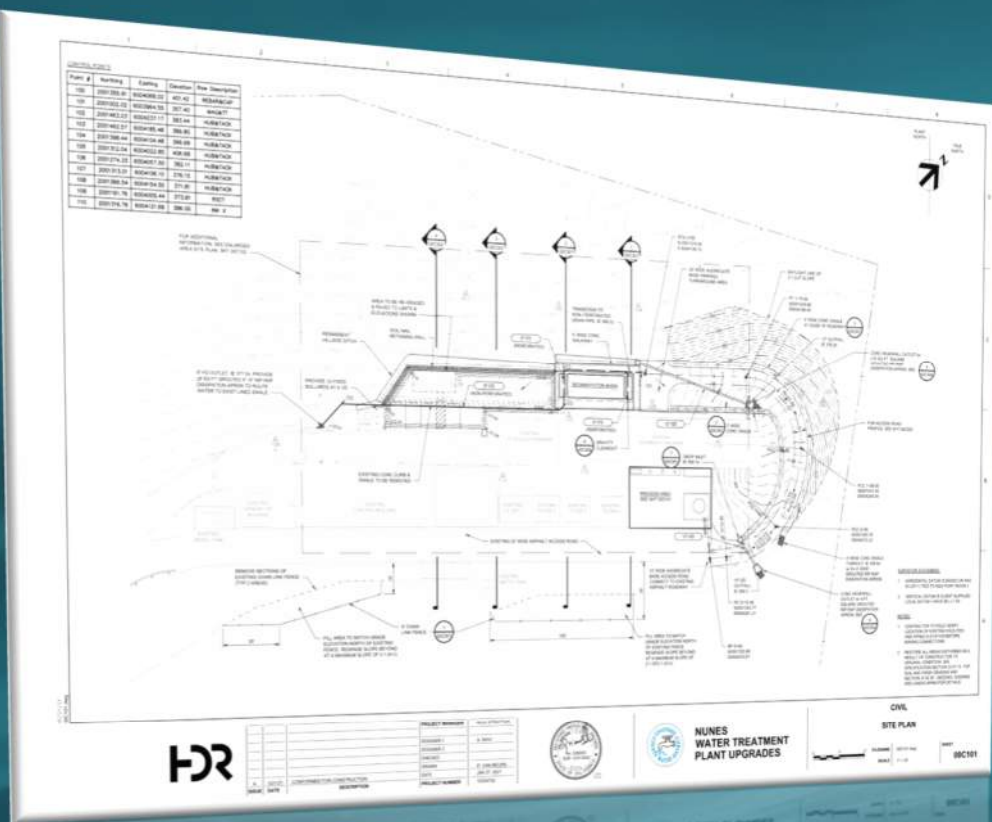
Informational Item

The Nunes Water Treatment Plant Upgrade Project official contractual start date was August 16, 2021. This monthly project update is #11 of several updates staff plans to present to the Board on progress of this important project.

Unfortunately supply chain issues on the valves needed for this project continue.

As a result, Ranger will pause for ~3-4 months until the valves and remaining equipment arrive. This will extend the estimated completion date to January 2024.

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



Coastsideside County Water District Nunes Water Treatment Plant Upgrades July 12, 2022 Board Meeting

Contract Data as of Board Meeting Date

| Contract Time (Calendar Days) | | Contract Value | |
|--|-----|-----------------------------|----------------|
| Base Contract Duration | 720 | Base Contract | \$8,339,915.00 |
| <i>Approved Change Order Days Added</i> | 0 | Approved Change Order Added | \$0 |
| <i>Approved Change Order Days Subtracted</i> | 0 | Approved Change Order % | 0% |
| Total Contract Duration | 720 | Total Contract Approved | \$8,339,915.00 |
| Elapsed (Start Date 8/16/2021) | 330 | Billed to Date ¹ | \$4,452,900.00 |
| Remaining Days | 390 | Remaining Value | \$3,887,015.00 |

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

Construction Progress Update #11

Progress since Previous Board Meeting:

- Installation of plate settlers in new sedimentation basin.
- Earthwork at new parking area.
- Final earthwork of new rear access road.
- Hydroseeding, jute netting, and wattles installation on hillside slopes.
- Installation of electrical paneling and wiring for sludge system.
- Removal of steel plates and site clean-up.

Construction Progress Update #11

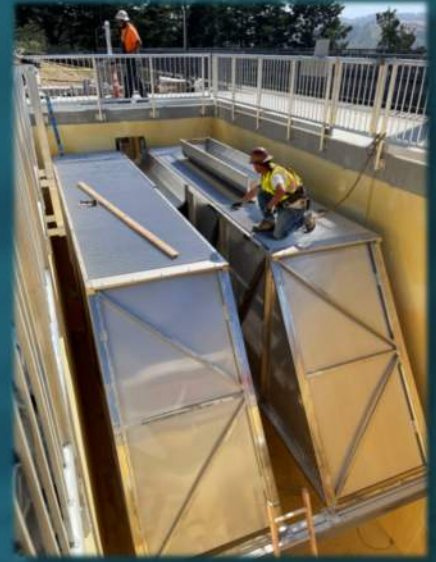
Three-Week Look Ahead Schedule:

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

- Installation of electrical paneling and wiring for sludge system.
- Install wharf hydrant and piping.
- Installation of caustic tank and plumbing.

Overall Project Schedule:

- Project progress is very good, but valve supply-chain issues are delaying the end-date of the project.
- Work onsite will be light between July-November 2022 as the project awaits material deliveries.
- Estimated completion date is January 2024.



Construction Photos

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 12, 2022

Report

Date: July 8, 2022

Subject: 75th Anniversary Preparation

Recommendation:

For discussion only.

Background:

On July 19, 2022 at 1:00 PM the Coastside County Water District will hold a Special Meeting of the Board of Directors to celebrate the District's 75th Anniversary!

A tent will be set up in the parking lot at the District Office located at 766 Main Street for the festivities. A draft of the program is attached. The District's guests will include State Senator Josh Becker, representatives from Governor Newsom's office and Supervisor Don Horsley's office, and Mayor Ruddock from the City of Half Moon Bay. The District has also received a Certificate of Recognition from Congresswoman Jackie Speier's office. Members of the community, past Board members and employees are invited to attend and to help celebrate the District's 75 years of service to the Coastside community.

Other 75th Celebration Activities

- On July 4, 2022, District staff distributed 700 buckets to attendees at the 4th of July Parade in celebration of the District's 75th.
- The Half Moon Bay Review's COASTSIDE MAGAZINE included a feature article on the Coastside County Water District. (See attached.)



STAFF REPORT

Agenda: July 12, 2022

Subject: 75th Anniversary Preparation

Page Two



July 4, 2022 – 4th of July Parade, Downtown Half Moon Bay
Coastside County Water District Celebrating 75 Years
Bucket Distribution



CELEBRATION PROGRAM

July 19, 2022

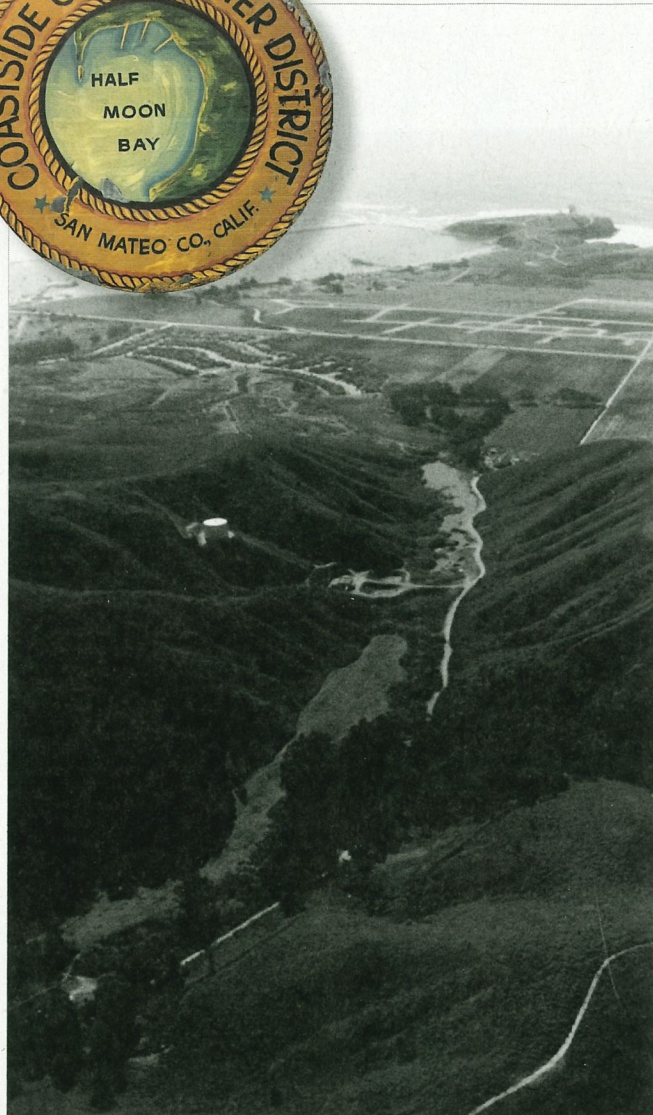
1:00 P.M.

- Introduction and Welcome by Board President Robert Feldman
- Presentations by Elected Officials
 - Honorable Josh Becker, State of California Senator
 - Representatives from Governor Newsom's Office
 - Marjon Saulon, NorCal Deputy Regional Director of External Affairs
 - Antonio Isais, NorCal Regional Coordinator of External Affairs
 - Nick Gonzalez, NorCal External Affairs Intern
 - Representative from Don Horsley, San Mateo County Supervisor Office
 - Debbie Ruddock, Mayor City of Half Moon Bay
 - Board President Feldman Presentation of Certificate of Recognition from Congresswoman Jackie Speier
- Comments from Coastside County Water District Board of Directors
- Comments from Audience
- Closing Remarks General Manager
- Light Refreshments to be Served

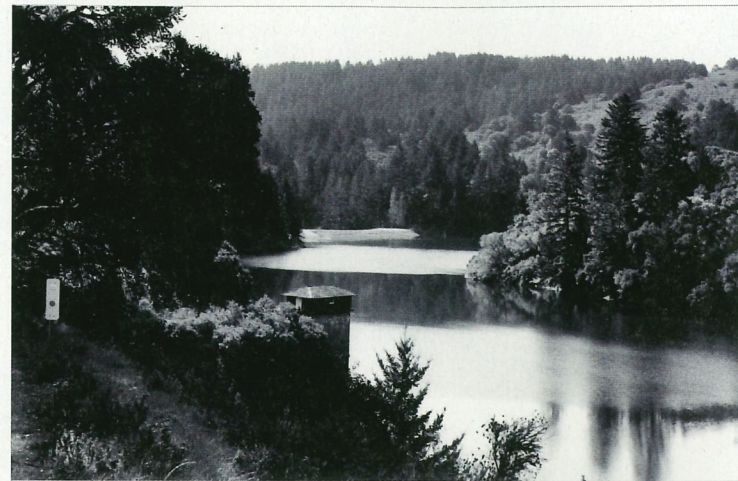


Coastside County Water District ...

Celebrating 75 years of providing safe and reliable water service to the Coastside Community.



Denniston Water Treatment Plant 1972



Pilarcitos Reservoir



Crystal Springs Pump Station



Original Hazens Tank made of redwood



Main Street 1976

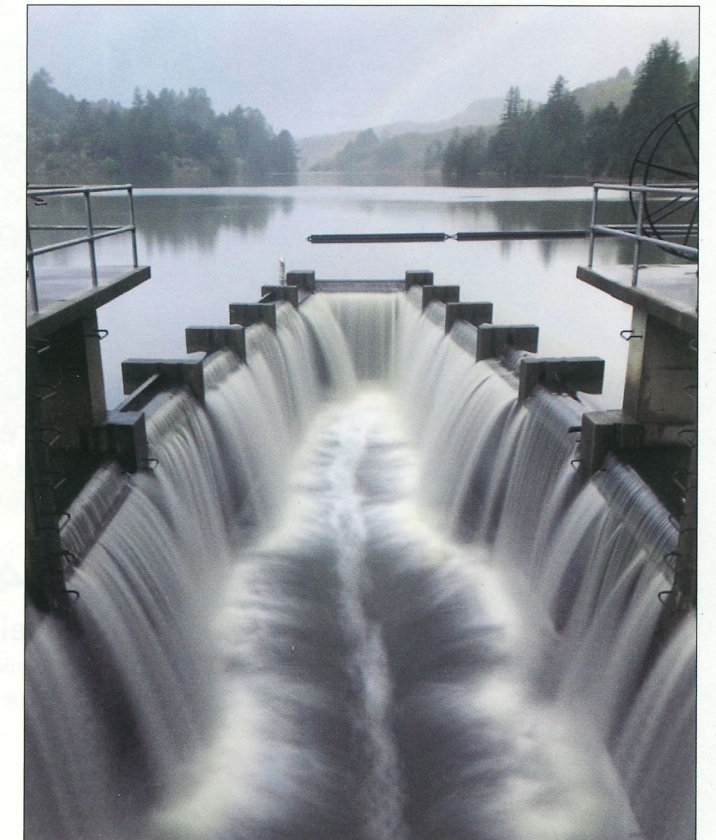
The Coastside County Water District was formed in 1947 by a vote of the people within the Coastside community. Two years after it was formed, the District acquired the facilities of Citizens Utilities Company and supplied water to 487 existing water connections. The District's office was originally located in the Half Moon Bay Mercantile Building and moved its headquarters to 766 Main Street in 1953. A new administrative building was constructed in 1971 to serve the District's 2,325 customers.

Since its formation, the District accomplished many milestones to better serve the Coastside community. The Denniston Project was completed in 1972 with the construction of the Denniston Water Treatment Plant. The Nunes Water Treatment Plant was completed in 1982 with a major expansion in 1992. The completion of the Crystal Springs Water Supply Project in 1994 gave the District direct access to Upper Crystal Springs Reservoir.

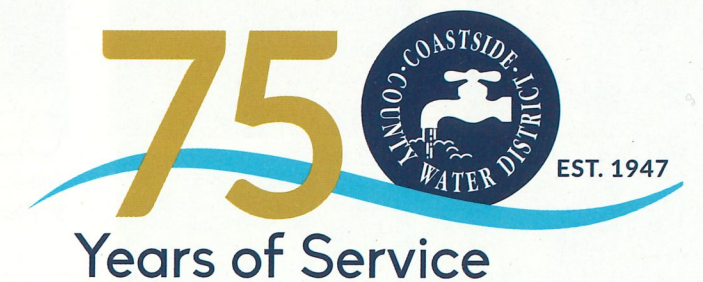
In 2008, the District completed the El Granada Transmission Pipeline Replacement Project. This project replaced welded steel pipe with ductile iron pipe spanning from El Granada to Half Moon Bay. The District replaced a welded steel pipeline across Pilarcitos Creek in 2016 to provide more reliable water service for downtown Half Moon Bay. The District successfully completed a major renovation of the Denniston Water Treatment Plant in 2013 and constructed the Denniston Treated Water Booster Pump Station and the Bridgeport Transmission Pipeline in 2017. The District installed advanced metering infrastructure in 2018 to allow all meters to be read remotely which coincided with providing a customer web portal enabling timely water use notifications for customers and increased engagement with customers.

The District currently has 7,700 water connections, 2 water treatment plants, 10 treated water storage tanks, and 100 miles of distribution and transmission pipeline. The District serves the City of Half Moon Bay and the unincorporated communities of Moonridge, Miramar, El Granada, and Princeton. Serving a population of approximately 19,000, the District's facilities are valued at \$400 million dollars and are operated by 21 full time employees.

The District works diligently to maintain and improve its facilities while ensuring reliable, high-quality water, and exemplary customer service. The District would like to thank the community for their support.



Pilarcitos Reservoir Spillway



STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 12, 2022

Report

Date: July 8, 2022

Subject: General Manager's Report

Recommendation:

Information Only.

Excess ERAF Distributions - County of San Mateo

The District recently received notification from the Deputy Controller of the County of San Mateo and the California Special Districts Association (CSDA) that the County of San Mateo will continue to distribute excess ERAF funds to special districts consistent with the County's past interpretation and practices. (See the attached correspondence from the County and CSDA.)

In Fiscal Year 2021-2022, the District received \$676,000 in excess ERAF funds.

Mary Rogren

From: Kim-Anh Le <[REDACTED]>
Sent: Thursday, June 30, 2022 12:16 PM
To: Kim-Anh Le; [REDACTED]
Subject: VLF - Excess ERAF

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Special Districts,

We are writing to follow up on our discussions regarding State laws as it relates to Special Districts and the funding of in-lieu VLF obligations.

After our recent review, we have concluded that we (Controller's Office) will continue to distribute excess ERAF in the same manner as we have in prior years.

Special districts, similar to cities and county, will continue to receive their share of any annual excess ERAF distributions in proportion to their annual contributions to ERAF.

Please let me know if you have any questions.

Thank you.

Kim

Kim-Anh Le, CPA (she/her)
Deputy Controller
Controller's Office
County of San Mateo
555 County Center Drive 4th Floor
City of Redwood City, CA 94063
(650)599-1104

Mary Rogren

From: Dane Wadle <[REDACTED]>
Sent: Wednesday, July 6, 2022 1:12 PM
To: [REDACTED]

Subject: Update on Excess ERAF Funds

Hello San Mateo Districts:

On behalf of CSDA, I want to close the loop with you regarding our discussions with the San Mateo Controller's Office related to the excess ERAF issue and the distribution of excess ERAF funds to special districts. Yesterday, we connected with staff from the County Controller's Office via phone. During that call, the Controller's staff confirmed the details within last week's email to San Mateo special districts, namely that special districts are entitled to excess ERAF funds under current law consistent with their past interpretation and practices.

As you know, we agree with this interpretation and expressed our appreciation to the Controller's office. CSDA is pleased that special districts will continue to receive the funds they are entitled to. We look forward to working collaboratively with the County in the future as the challenge of Vehicle License Fee shortfalls related to ERAF will undoubtedly come back.

Thank you once again for your efforts communicating with the County to help facilitate this outcome. This outcome would not have been possible without your phone calls and letters. Please do not hesitate to contact myself, Kyle, or Marcus if you have any questions.

Sincerely,

Dane Wadlé, CPFO

Senior Public Affairs Field Coordinator – Sierra Network

Join us for the [2022 CSDA Annual Conference & Exhibitor Showcase](#)
August 22 - 25, 2022 in Palm Desert

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
877.924.2732 office
916.442.7889 fax
www.csdanet.net

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California Special Districts Association
Special District Risk Management Authority
CSDA Finance Corporation



MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: July 12, 2022
Report
Date: July 7, 2022

Monthly Highlights

- Denniston Water Treatment Plant ran most of June 2022. Plant is expected to be online intermittently in July - weather permitting.
- Crystal Springs new P2 pump and motor installed and operational. Old motor rewound and in place as a spare. Spare pump replacement expected soon.
- Relocated hydrant on Winged Foot Road and reconnected 2 residential services that were tied into the hydrant lateral
- Fire break maintenance at Alves and Crystal Springs Pump Station

June Sources: Pilarcitos Lake, Denniston Reservoir/Wells, Crystal Springs

Projects

- Denniston Access Road repairs complete
- Nunes Water Treatment Plant Improvement Project
 - Sedimentation Basin plate settlers are in place, earthwork of expanded parking area, final earthwork on new rear access road for Sed. basin, solids handling electrical panel installation, hydroseeding complete, general site cleanup.
- EKI
 - Grandview/Hwy 1 Crossing and Main Replacement project is awarded but delayed till ~October 2022 due to supply chain issues with the specified Ductile Iron Pipe. Pre-Con held 7/7/22
 - Pilarcitos Crossing - Golden Bay Construction is scheduled to start in mid/late August
 - Miramontes Point Road - Design expected Fall 2022
- HDR
 - Half Moon Bay Tank replacement project - HDR is engineering a design to replace HMB tanks 1&2 first. 90% design comments submitted.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: July 12, 2022

Report: July 7, 2022

Subject: Water Resources Informational Report

State of California

Consumer Confidence Reports (CCR) must conform with the California Code of Regulations [Title 22, Chapter 15, Article 20] and law [California Health and Safety Code, HSC, section 116470].
https://www.waterboards.ca.gov/drinking_water/certification/drinkingwater/Lawbook.html

Safe Drinking Water Act

In 1996, Congress amended the Safe Drinking Water Act, adding a requirement that water systems deliver to their customers a brief annual water quality report.

2021 Consumer Confidence Report (CCR) Annual Water Quality Report

The drinking water delivered to customers met all U.S. EPA and California drinking water health standards in calendar year 2021.

Instead of mailing the entire report to customers, the District mailed a postcard to customers with a direct link to the CCR on the District's website. The postcard for the 2021 CCR was delivered to customers by July 1st.

The CCR was posted on the District's website on June 21st and can be found under the Your Water drop-down menu.
<http://www.coastsidewater.org/water-quality.html>

A direct link was provided in the postcard that brings you directly to the CCR.

English: www.coastsidewater.org/wqr
Spanish: www.coastsidewater.org/wqr-spa

The District sent an electronic newsletter on July 6th advertising the availability of the CCR. It has also been posted on social media platforms.

There are eight basic requirements included in the CCR:

- § Water System Information
- § Sources of Water
- § Definitions
- § Reported Levels of Detected Contaminants
- § Monitoring for Cryptosporidium and Other Contaminants
- § Compliance with Other Drinking Water Regulations
- § Variances and Exemptions
- § Required Educational Information

In addition to water quality data, the CCR contains information on how to contact the District, Board of Director meetings, water

conservation, 75th Anniversary and WaterSmart. The District strives to make a professional looking report that is easy to read.

The three most common water quality questions the District is asked by customers are:

- ✓ Do you fluoridate the water?
- ✓ Do you use chloramines for disinfection?
- ✓ What is the hardness of my drinking water?

The CCR provides an opportunity to educate customers on water sources, water delivery and the value of drinking water to the community.



Coastside County Water District
705 Main Street
Halt Moon Bay CA 94010-1626

View your 2021 Water Quality Report
and learn more about your drinking water at
<http://www.coastsidewater.org/wqr>

If you would like to receive a copy in
the mail, please call (650) 726-4405

This is important information about your drinking water.
Translate it, or speak with someone who understands it.

*Su 2021 Informe Anual de Calidad del Agua
esta disponible para leer y aprender más de
su agua potable en
<http://www.coastsidewater.org/wqr-spa>*

*Para recibir una copia en su correo,
por favor llamar (650) 276-0128*

*Este informe contiene información muy importante sobre su agua
para beber. Tradúzcalo o hable con alguien que lo entienda bien.*