

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, July 13, 2021 - 7:00 p.m.**

**AGENDA**

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

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

How to Join Online or by Phone

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

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

**ONLINE:**

Join Zoom Meeting

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

Meeting ID: 937 7826 0596

Passcode: 184355

One tap mobile

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

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 937 7826 0596

Passcode: 184355

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

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

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

OR

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

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

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

*This agenda and accompanying materials can be viewed on Coastside County Water District’s website located at: [www.coastsidewater.org](http://www.coastsidewater.org).*

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

**1) ROLL CALL**

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

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

#### 4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending June 30, 2021:  
Claims: \$847,717.16; Payroll: \$173,175.20 for a total of \$1,020,892.36 ([attachment](#))
  - *June 2021 Monthly Financial Claims reviewed by and approved by Vice President Feldman*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of June 8, 2021, 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 2021 ([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 Standby Generators Project ([attachment](#))
- J. Approval of Updates to Maintenance Worker I and Maintenance Worker II Job Descriptions ([attachment](#))
- K. SFPUC Hydrological Report for the May 2021 ([attachment](#))
- L. Water Service Connection Transfer Report – June 2021 ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. Approval of a Professional Services Agreement with EKI Inc., for Engineering Design and Construction Support Services for the Miramontes Point Road Water Main Replacement ([attachment](#))
- B. Fiscal 2021-2022 Year-End Financial Results - Preliminary ([attachment](#))
- C. Consider Approval of Resolution 2021-05 Establishing Appropriations Limit Applicable to District During Fiscal Year 2021-2022 ([attachment](#))
- D. Approval of Water Services Agreement Between Coastside County Water District and Giusti Family LLC ([attachment](#))

#### 7) MONTHLY INFORMATIONAL REPORTS

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

**8) CLOSED SESSION**

Pursuant to California Government Code Section 54957.6  
Conference with Labor Negotiators  
Agency Designated Representative: Mary Rogren  
Employee Organization: Teamsters Union, Local 856

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

**10) ADJOURNMENT**

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

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
06/03/2021	29540	RECORDER'S OFFICE	\$ 23.00
06/11/2021	29541	ADP, INC.	\$ 711.80
06/11/2021	29542	HEALTH BENEFITS ACWA-JPIA	\$ 43,636.24
06/11/2021	29543	ROBERT C. MYERS JR.	\$ 245.00
06/11/2021	29544	CITY OF HALF MOON BAY	\$ 50.00
06/11/2021	29545	COMCAST	\$ 256.79
06/11/2021	29546	JAMES COZZOLINO, TRUSTEE	\$ 200.00
06/11/2021	29547	HASSETT HARDWARE	\$ 1,170.64
06/11/2021	29548	HERC RENTALS, INC.	\$ 1,033.02
06/11/2021	29549	HUE & CRY, INC.	\$ 24.00
06/11/2021	29550	INTERNATIONAL CITY MGMT ASSOC RETIREMENT CORP	\$ 36,007.20
06/11/2021	29551	JACK HENRY & ASSOCIATES, INC.	\$ 2,223.60
06/11/2021	29552	DUSTIN JAHNS	\$ 139.19
06/11/2021	29553	JOHN'S SALT SERVICE, INC	\$ 8,193.56
06/11/2021	29554	MASS MUTUAL FINANCIAL GROUP	\$ 1,979.19
06/11/2021	29555	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$ 293.50
06/11/2021	29556	PACIFIC GAS & ELECTRIC CO.	\$ 45,002.13
06/11/2021	29557	PACIFICA COMMUNITY TV	\$ 300.00
06/11/2021	29558	REPUBLIC SERVICES	\$ 571.76
06/11/2021	29559	GLENN REYNOLDS	\$ 179.00
06/11/2021	29560	ROGUE WEB WORKS, LLC	\$ 1,054.40
06/11/2021	29561	SAN FRANCISCO WATER DEPT.	\$ 335,823.00
06/11/2021	29562	SAN MATEO COUNTY	\$ 11,126.00
06/11/2021	29563	STANDARD INSURANCE COMPANY	\$ 575.35
06/11/2021	29564	DARIN STURDIVAN	\$ 127.33
06/11/2021	29565	TPX COMMUNICATIONS	\$ 2,088.31
06/11/2021	29566	TRI COUNTIES BANK	\$ 2,800.90
06/11/2021	29567	VALIC	\$ 4,980.00
06/11/2021	29568	US BANK NA	\$ 2,008.89
06/25/2021	29569	AIR & TOOL ENGINEERING CO.	\$ 356.43
06/25/2021	29570	AMERIGAS PROPANE, LP	\$ 128.92
06/25/2021	29571	ANALYTICAL ENVIRONMENTAL SERVICES	\$ 1,795.00
06/25/2021	29572	ANDREINI BROS. INC.	\$ 11,779.33
06/25/2021	29573	AT&T MOBILTY	\$ 73.85
06/25/2021	29574	AT&T	\$ 698.93
06/25/2021	29575	BADGER METER, INC.	\$ 66.00
06/25/2021	29576	BALANCE HYDROLOGICS, INC	\$ 3,728.90
06/25/2021	29577	BACKFLOW APPARATUS & VALVE COMPANY INC	\$ 501.04
06/25/2021	29578	BAY AREA WATER SUPPLY &	\$ 1,090.00
06/25/2021	29579	BAY ALARM COMPANY	\$ 1,281.66
06/25/2021	29580	JON BRUCE	\$ 294.87
06/25/2021	29581	CALCON SYSTEMS, INC.	\$ 19,620.25
06/25/2021	29582	CALIFORNIA UTILITIES	\$ 500.00
06/25/2021	29583	PETTY CASH	\$ 160.10
06/25/2021	29584	CORRPRO COMPANIES, INC.	\$ 20,123.35
06/25/2021	29585	RECORDER'S OFFICE	\$ 23.00
06/25/2021	29586	CUMMINS, INC	\$ 30,391.70
06/25/2021	29587	CURLEY & RED'S INC. BODY SHOP	\$ 809.46
06/25/2021	29588	DATAPROSE, LLC	\$ 471.33
06/25/2021	29589	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$ 919.79
06/25/2021	29590	MICHAEL DE MEO	\$ 2,850.00
06/25/2021	29591	EKI INC.	\$ 58,245.42
06/25/2021	29592	CASTANEDA & PEREZ INC	\$ 471.14
06/25/2021	29593	EWING IRRIGATION PRODUCTS	\$ 501.78

06/25/2021	29594	FREYER & LAURETA, INC.	\$ 1,410.00
06/25/2021	29595	GLADWELL GOVERNMENTAL SERVICES, INC.	\$ 570.00
06/25/2021	29596	GRAINGER, INC.	\$ 1,104.89
06/25/2021	29597	HMB BLDG. & GARDEN INC.	\$ 571.18
06/25/2021	29598	COASTSIDE NEWS GROUP, INC.	\$ 788.50
06/25/2021	29599	HANSONBRIDGETT. LLP	\$ 11,986.00
06/25/2021	29600	HDR ENGINEERING, INC	\$ 3,260.27
06/25/2021	29601	IRON MOUNTAIN	\$ 1,110.45
06/25/2021	29602	IRVINE CONSULTING SERVICES, INC.	\$ 3,730.05
06/25/2021	29603	DUSTIN JAHNS	\$ 91.49
06/25/2021	29604	JESSE MACK COMPANY INC.	\$ 15,000.00
06/25/2021	29605	GLENNA LOMBARDI	\$ 91.00
06/25/2021	29606	MASS MUTUAL FINANCIAL GROUP	\$ 1,979.19
06/25/2021	29607	MISSION UNIFORM SERVICES INC.	\$ 206.82
06/25/2021	29608	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 3,210.00
06/25/2021	29609	MTA PARTS, INC.	\$ 208.62
06/25/2021	29610	OFFICE DEPOT	\$ 498.34
06/25/2021	29611	O.T. EPOXY FLOORS, INC.	\$ 2,418.00
06/25/2021	29612	PITNEY BOWES	\$ 749.49
06/25/2021	29613	FERGUSON ENTERPRISES, INC.	\$ 323.11
06/25/2021	29614	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$ 787.50
06/25/2021	29615	RAY A MORGAN COMPANY INC.	\$ 916.61
06/25/2021	29616	ROBERTS & BRUNE CO.	\$ 3,318.96
06/25/2021	29617	SAN MATEO CTY PUBLIC HEALTH LAB	\$ 720.00
06/25/2021	29618	TODD SCHMIDT	\$ 218.49
06/25/2021	29619	SERVICE PRESS	\$ 210.01
06/25/2021	29620	STATE WATER RESOURCES CONTROL BD	\$ 60.00
06/25/2021	29621	STATE WATER RESOURCES CONTROL BD	\$ 105.00
06/25/2021	29622	STEVEN MELO, INC.	\$ 1,505.00
06/25/2021	29623	STETSON ENGINEERS, INC.	\$ 1,654.72
06/25/2021	29624	STRAWFLOWER ELECTRONICS	\$ 132.01
06/25/2021	29625	DARIN STURDIVAN	\$ 91.50
06/25/2021	29626	TEAMSTERS LOCAL UNION #856	\$ 1,218.00
06/25/2021	29627	JAMES TETER	\$ 1,832.00
06/25/2021	29628	TJC AND ASSOCIATES, INC	\$ 960.75
06/25/2021	29629	TYLER TECHNOLOGIES, INC	\$ 29,238.17
06/25/2021	29630	UNIVAR SOLUTIONS USA INC.	\$ 1,720.00
06/25/2021	29631	VALIC	\$ 4,980.00
06/25/2021	29632	VERIZON WIRELESS	\$ 2,163.39
06/25/2021	29633	WEST YOST ASSOCIATES, INC	\$ 4,938.00
06/25/2021	29634	JUAN CARLOS SALAZAR	\$ 3,360.00
06/30/2021	29635	FRANCISCO A AVINA-SALCIDO	\$ 441.00
06/30/2021	29636	BALANCE HYDROLOGICS, INC	\$ 6,625.22
06/30/2021	29637	BORGES & MAHONEY, INC.	\$ 1,549.51
06/30/2021	29638	DAVID PEREIRA	\$ 600.00
06/30/2021	29639	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$ 1,071.43
06/30/2021	29640	COMMUNICATION LEASING SERVICES, INC	\$ 1,035.87
06/30/2021	29641	G3 ENGINEERING, INC.	\$ 1,892.89
06/30/2021	29642	GRAINGER, INC.	\$ 282.95
06/30/2021	29643	HMB BLDG. & GARDEN INC.	\$ 12.21
06/30/2021	29644	HERC RENTALS, INC.	\$ 819.86
06/30/2021	29645	INTERSTATE TRAFFIC CONTROL PRODUCTS, INC.	\$ 393.30
06/30/2021	29646	LAUNCH! CONSULTING, INC.	\$ 22,440.00
06/30/2021	29647	MISSION UNIFORM SERVICES INC.	\$ 106.56
06/30/2021	29648	MTA PARTS, INC.	\$ 25.86
06/30/2021	29649	PAULO'S AUTO CARE	\$ 62.14
06/30/2021	29650	STRAWFLOWER ELECTRONICS	\$ 54.52
06/30/2021	29651	UNIVAR SOLUTIONS USA INC.	\$ 1,420.00
06/30/2021	29652	SCOTT PETERSEN	\$ 16.24

06/30/2021	29653	BAY PACIFIC PIPELINES INC.	\$	680.00
06/30/2021	29654	KATHERINE CHENEY	\$	46.50
06/30/2021	29655	PACIFIC COAST PLACE	\$	30.35
06/30/2021	29656	DENMAN CAMERON	\$	97.19
06/30/2021	29657	KATHY CALOCA	\$	31.36
06/30/2021	29658	LEAGREY DIMOND	\$	19.20
06/30/2021	29659	QUINN SHARP	\$	167.37
06/30/2021	29660	MARIBEL LOAIZA	\$	99.21
06/30/2021	29661	HELEN CAREY	\$	30.35
				<u>          </u>
			SUBTOTAL CLAIMS FOR MONTH	\$ 809,194.65

**WIRE PAYMENTS**

06/09/2021	DFT0000358	PUB. EMP. RETIRE SYSTEM	\$	15,532.32
06/25/2021	DFT0000359	PUB. EMP. RETIRE SYSTEM	\$	15,619.22
6/30/2021		BANK AND CREDIT CARD FEES	\$	7,370.97
				<u>          </u>
			SUBTOTAL WIRE PAYMENTS FOR MONTH	\$ 38,522.51

**TOTAL CLAIMS FOR THE MONTH \$ 847,717.16**



# Monthly Budget Report

## Account Summary

For Fiscal: 2020-2021 Period Ending: 06/30/2021

	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	1,207,726.00	1,360,008.60	152,282.60	12.61 %	12,368,134.00	13,367,246.87	999,112.87	8.08 %	12,368,134.00
	<b>Total RevType: 1 - Operating:</b>	<b>1,207,726.00</b>	<b>1,360,008.60</b>	<b>152,282.60</b>	<b>12.61 %</b>	<b>12,368,134.00</b>	<b>13,367,246.87</b>	<b>999,112.87</b>	<b>8.08 %</b>	<b>12,368,134.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,185.00	6,738.57	2,553.57	61.02 %	50,000.00	68,539.97	18,539.97	37.08 %	50,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	4,500.00	0.00	-4,500.00	-100.00 %	25,000.00	-2.89	-25,002.89	-100.01 %	25,000.00
<a href="#">1-4230-00</a>	Service Connections	837.00	2,097.42	1,260.42	150.59 %	10,000.00	12,475.33	2,475.33	24.75 %	10,000.00
<a href="#">1-4920-00</a>	Interest Earned	4,687.00	1,500.16	-3,186.84	-67.99 %	56,250.00	29,777.13	-26,472.87	-47.06 %	56,250.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	25,000.00	95,105.58	70,105.58	280.42 %	750,000.00	1,000,314.24	250,314.24	33.38 %	750,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	1,750.00	289.20	-1,460.80	-83.47 %	7,000.00	428.48	-6,571.52	-93.88 %	7,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	15,500.00	15,444.64	-55.36	-0.36 %	179,000.00	183,866.68	4,866.68	2.72 %	179,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	375,000.00	514,573.85	139,573.85	37.22 %	375,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>56,459.00</b>	<b>121,175.57</b>	<b>64,716.57</b>	<b>114.63 %</b>	<b>1,452,250.00</b>	<b>1,809,972.79</b>	<b>357,722.79</b>	<b>24.63 %</b>	<b>1,452,250.00</b>
	<b>Total Revenue:</b>	<b>1,264,185.00</b>	<b>1,481,184.17</b>	<b>216,999.17</b>	<b>17.17 %</b>	<b>13,820,384.00</b>	<b>15,177,219.66</b>	<b>1,356,835.66</b>	<b>9.82 %</b>	<b>13,820,384.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	214,142.00	343,496.00	-129,354.00	-60.41 %	2,341,560.00	2,946,484.91	-604,924.91	-25.83 %	2,341,560.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	3,417.00	3,714.01	-297.01	-8.69 %	41,000.00	43,375.35	-2,375.35	-5.79 %	41,000.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	50,000.00	28,561.56	21,438.44	42.88 %	350,000.00	368,180.18	-18,180.18	-5.19 %	350,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	1,750.00	1,555.34	194.66	11.12 %	21,000.00	23,274.12	-2,274.12	-10.83 %	21,000.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	700.00	-562.35	1,262.35	180.34 %	43,000.00	33,735.35	9,264.65	21.55 %	43,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	11,000.00	-61.08	11,061.08	100.56 %	110,000.00	58,184.70	51,815.30	47.10 %	110,000.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	1,375.00	-1,251.12	2,626.12	190.99 %	16,500.00	4,271.63	12,228.37	74.11 %	16,500.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	3,084.00	421.68	2,662.32	86.33 %	37,000.00	22,082.21	14,917.79	40.32 %	37,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	7,500.00	4,582.45	2,917.55	38.90 %	90,000.00	75,211.46	14,788.54	16.43 %	90,000.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	10,417.00	5,109.06	5,307.94	50.95 %	125,000.00	131,367.01	-6,367.01	-5.09 %	125,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	4,583.00	3,978.00	605.00	13.20 %	55,000.00	18,048.74	36,951.26	67.18 %	55,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	8,000.00	4,560.77	3,439.23	42.99 %	132,000.00	114,202.35	17,797.65	13.48 %	132,000.00
<a href="#">1-5250-00</a>	Laboratory Expenses	6,250.00	4,715.00	1,535.00	24.56 %	75,000.00	62,451.69	12,548.31	16.73 %	75,000.00
<a href="#">1-5260-00</a>	Maintenance - General	35,000.00	34,409.76	590.24	1.69 %	348,500.00	329,033.51	19,466.49	5.59 %	348,500.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	1,000.00	2,850.00	-1,850.00	-185.00 %	30,000.00	36,459.10	-6,459.10	-21.53 %	30,000.00
<a href="#">1-5263-00</a>	Uniforms	0.00	0.00	0.00	0.00 %	10,000.00	9,149.15	850.85	8.51 %	10,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	15,000.00	36,048.62	-21,048.62	-140.32 %	150,000.00	127,065.10	22,934.90	15.29 %	150,000.00
<a href="#">1-5321-00</a>	Water Resources	2,167.00	2,090.00	77.00	3.55 %	26,000.00	4,473.94	21,526.06	82.79 %	26,000.00



Monthly Budget Report

For Fiscal: 2020-2021 Period Ending: 06/30/2021

		June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<a href="#">1-5322-00</a>	Community Outreach	11,000.00	19,456.75	-8,456.75	-76.88 %	58,400.00	43,819.16	14,580.84	24.97 %	58,400.00
<a href="#">1-5381-00</a>	Legal	8,334.00	12,277.00	-3,943.00	-47.31 %	100,000.00	124,544.05	-24,544.05	-24.54 %	100,000.00
<a href="#">1-5382-00</a>	Engineering	5,500.00	9,333.20	-3,833.20	-69.69 %	66,000.00	75,121.44	-9,121.44	-13.82 %	66,000.00
<a href="#">1-5383-00</a>	Financial Services	5,000.00	1,980.00	3,020.00	60.40 %	22,000.00	12,156.00	9,844.00	44.75 %	22,000.00
<a href="#">1-5384-00</a>	Computer Services	17,625.00	13,463.38	4,161.62	23.61 %	211,500.00	210,160.76	1,339.24	0.63 %	211,500.00
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	101,944.00	121,094.84	-19,150.84	-18.79 %	1,223,311.00	1,008,179.28	215,131.72	17.59 %	1,223,311.00
<a href="#">1-5411-00</a>	Salaries & Wages - Field	125,116.00	120,493.91	4,622.09	3.69 %	1,501,400.00	1,451,807.82	49,592.18	3.30 %	1,501,400.00
<a href="#">1-5420-00</a>	Payroll Tax Expense	15,976.00	16,008.50	-32.50	-0.20 %	191,701.00	163,376.38	28,324.62	14.78 %	191,701.00
<a href="#">1-5435-00</a>	Employee Medical Insurance	43,589.00	39,623.99	3,965.01	9.10 %	511,400.00	466,765.61	44,634.39	8.73 %	511,400.00
<a href="#">1-5436-00</a>	Retiree Medical Insurance	5,932.00	3,053.52	2,878.48	48.52 %	69,562.00	58,857.98	10,704.02	15.39 %	69,562.00
<a href="#">1-5440-00</a>	Employees Retirement Plan	41,354.00	38,645.14	2,708.86	6.55 %	496,240.00	474,248.56	21,991.44	4.43 %	496,240.00
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	35,000.00	36,007.20	-1,007.20	-2.88 %	35,000.00	36,007.20	-1,007.20	-2.88 %	35,000.00
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,250.00	6,166.65	83.35	1.33 %	75,000.00	69,500.41	5,499.59	7.33 %	75,000.00
<a href="#">1-5620-00</a>	Office & Billing Expenses	31,792.00	114,324.52	-82,532.52	-259.60 %	363,500.00	434,226.94	-70,726.94	-19.46 %	363,500.00
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	2,750.00	1,208.40	1,541.60	56.06 %	33,000.00	11,314.34	21,685.66	65.71 %	33,000.00
<a href="#">1-5630-00</a>	Insurance	13,250.00	-11,832.37	25,082.37	189.30 %	159,000.00	118,119.62	40,880.38	25.71 %	159,000.00
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	7,092.00	625.00	6,467.00	91.19 %	85,100.00	74,500.76	10,599.24	12.46 %	85,100.00
<a href="#">1-5688-00</a>	Election Expenses	0.00	0.00	0.00	0.00 %	30,000.00	9,311.95	20,688.05	68.96 %	30,000.00
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00 %	6,000.00	0.00	6,000.00	100.00 %	6,000.00
<a href="#">1-5700-00</a>	San Mateo County Fees	2,100.00	11,126.00	-9,026.00	-429.81 %	25,000.00	29,030.98	-4,030.98	-16.12 %	25,000.00
<a href="#">1-5705-00</a>	State Fees	3,100.00	0.00	3,100.00	100.00 %	36,500.00	30,094.70	6,405.30	17.55 %	36,500.00
	<b>Total ExpType: 1 - Operating:</b>	<b>858,589.00</b>	<b>1,027,273.33</b>	<b>-168,684.33</b>	<b>-19.65 %</b>	<b>9,301,174.00</b>	<b>9,308,194.44</b>	<b>-7,020.44</b>	<b>-0.08 %</b>	<b>9,301,174.00</b>
	<b>ExpType: 4 - Capital Related</b>									
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	335,825.00	335,825.40	-0.40	0.00 %	335,825.00
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	323,357.00	323,356.50	0.50	0.00 %	323,357.00
<a href="#">1-5717-00</a>	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	433,567.00	433,182.49	384.51	0.09 %	433,567.00
	<b>Total ExpType: 4 - Capital Related:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>	<b>1,092,749.00</b>	<b>1,092,364.39</b>	<b>384.61</b>	<b>0.04 %</b>	<b>1,092,749.00</b>
	<b>Total Expense:</b>	<b>858,589.00</b>	<b>1,027,273.33</b>	<b>-168,684.33</b>	<b>-19.65 %</b>	<b>10,393,923.00</b>	<b>10,400,558.83</b>	<b>-6,635.83</b>	<b>-0.06 %</b>	<b>10,393,923.00</b>
	<b>Report Total:</b>	<b>405,596.00</b>	<b>453,910.84</b>	<b>48,314.84</b>		<b>3,426,461.00</b>	<b>4,776,660.83</b>	<b>1,350,199.83</b>		<b>3,426,461.00</b>

**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
June 30, 2021**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 6/30/2021</b>	<b>Prior Year as of 6/30/2020</b>
CAPITAL AND OPERATING RESERVE	\$10,864,279.24	\$9,039,216.43
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$11,114,279.24</b>	<b>\$9,289,216.43</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$5,795,843.58	\$3,926,497.64
CSP T & S ACCOUNT	\$32,080.74	\$120,599.49
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,449.17	\$19,447.19
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,266,105.75	\$5,221,872.11
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$11,114,279.24</b>	<b>\$9,289,216.43</b>

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

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

Preliminary  
 6/30/2021

\* Approved June 2020

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

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000	\$ 30,807	\$ 30,807	\$ 19,193	100%	
19-04	Valve truck	on order	\$ 225,000	\$ 150,134	\$ 150,134	\$ 74,866	67%	Valve truck to be delivered in July 2021
22-05	Planning Software	open	\$ 60,000		\$ -	\$ 60,000	0%	delayed to Fall 2021

**Facilities & Maintenance**

99-01	Meter Change Program	ongoing	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	100%	
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**Pipeline Projects**

13-02	Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower)	In design	\$ 750,000	\$ 96,503	\$ 96,503	\$ 653,497	D-100%	CEQA in process; delayed to Fiscal Year 2021/22
14-01	Highway 92 - Replacement of Welded Steel Line	Open	\$ 100,000	\$ 41,235	\$ 41,235	\$ 58,765	100%	for design only
21-10	El Granada Highlands (below Tank #2) Lot Purchase	Completed	\$ 500,000	\$ 413,761	\$ 413,761	\$ 86,239	100%	Purchase closed 12.2.2020; original budget contemplated a pipe replacement

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	In design	\$ 600,000	\$ 41,075	\$ 41,075	\$ 558,925	n/a	Design in process - will continue into Fiscal Year 2021/22
21-02	Pilarcitos Reservoir Spillway-Pump/Emergency Generator	Completed	\$ 100,000	\$ 85,557	\$ 85,557	\$ 14,443	100%	Board approved September 2020
19-05	Tanks - THM Control	Ongoing	\$ 60,000	\$ 29,900	\$ 29,900	\$ 30,100	50%	
21-11	Tank Cathodic Protection Project	Ongoing	\$ 40,000	\$ 35,506	\$ 35,506	\$ 4,494	100%	

**Water Supply Development**

14-25	Denniston/San Vicente Water Supply Development	ongoing	\$ 300,000	\$ 276,967	\$ 276,967	\$ 23,033	100%	
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**Water Treatment Plants**

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 700,000	\$ 561,605	\$ 561,605	\$ 138,395	D-100%	Construction to start Fall 2021
21-04	Nunes/Denniston Turbidimeter Replacement	Completed	\$ 35,000	\$ 32,498	\$ 32,498	\$ 2,502	100%	Board approved August 2020

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

NN-00	Unscheduled CIP		\$ 100,000		\$ -	\$ 100,000	0%	
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**NEW FY2020/2021 CIP TOTAL**      \$ 3,640,000    \$ 1,815,548    \$ 1,815,548    \$ 1,824,452  
 \$ -

**FY2019/2020 CIP Carryover Projects**

21-08	Asset Management/GIS software	in process	\$ 60,000	88,750	\$ 88,750	\$ (28,750)	75%	
20-07	District Office Improvements	in process	\$ 60,000	41,754	\$ 41,754	\$ 18,246	60%	Hardscape to start summer 2021
18-13	Denniston WTP and Tank Road Repairs and Paving	Completed	\$ 400,000	\$ 431,085	\$ 431,085	\$ (31,085)	100%	
14-01	Highway 92 - Replacement of Welded Steel Line-Phase 1	open	\$ 700,000			\$ 700,000	0%	delay to Fiscal Year 2021/22
20-08	Highway 1 Crossings (Silver/Terrace/Grandview/Spindrift)	in design	\$ 30,000	100,038	\$ 100,038	\$ (70,038)	D-75%	in design-combined with Grandview Pipeline Replacement
13-05	Denniston WTP and Booster Station Standby Power	Completed	\$ 300,000	427,342	\$ 427,342	\$ (127,342)	100%	Partial budget included in FY2019-2020

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

Preliminary  
 6/30/2021

\* Approved June 2020

		Status	Approved* CIP Budget FY 20/21	To Date FY 20/21	Projected Year-End FY20/21	Variance vs. Budget	% Completed	Project Status/ Comments
30-00	Computer Software upgrades	ongoing		9,601	\$ 9,601	\$ (9,601)	100%	
08-08	PRV Replacement Program	Completed		19,077	\$ 19,077	\$ (19,077)	100%	
20-17	Garcia Avenue Emergency Pipeline Replacement	Completed		25,088	\$ 25,088	\$ (25,088)	100%	
14-27	Grandview 2 Inch Replacement	in design		5,144	\$ 5,144	\$ (5,144)	0%	
18-01	Pine Willow Oak Pipeline Replacement	in design		4,992	\$ 4,992	\$ (4,992)	D-100%	

<b>FY2019/2020 CARRYOVER PROJECTS</b>	<b>\$ 1,550,000</b>	<b>\$ 1,152,871</b>	<b>\$ 1,152,871</b>	<b>\$ 397,129</b>
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Green = approved by the Board/in process

<b>TOTAL - FY 2020/2021 CIP + PRIOR YEAR CARRYOVER</b>	<b>\$ 5,190,000</b>	<b>\$ 2,968,419</b>	<b>\$ 2,968,419</b>	<b>\$ 2,221,581</b>
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**Legal Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Water Supply Develpmnt</b>	<b>Recycled Water</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>LABOR &amp; EMPLOYMENT</b>	<b>Election (CVRA)</b>	<b>Litigation</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
<b>Jun-20</b>	4,248			70		1,085				<b>5,403</b>
<b>Jul-20</b>	6,940			1,061						<b>8,001</b>
<b>Aug-20</b>	13,125	1,715		270						<b>15,110</b>
<b>Sep-20</b>	10,699			759						<b>11,458</b>
<b>Oct-20</b>	6,655			313	3,351					<b>10,319</b>
<b>Nov-20</b>	8,517			287	2,049	1,260				<b>12,113</b>
<b>Dec-20</b>	10,460			243	265					<b>10,968</b>
<b>Jan-21</b>	12,336			592		1,628				<b>14,556</b>
<b>Feb-21</b>	7,733			589	355					<b>8,677</b>
<b>Mar-21</b>	17,385			180	1,662	407				<b>19,633</b>
<b>Apr-21</b>	11,122			1,609	1,319					<b>14,050</b>
<b>May-21</b>	10,870			709		407				<b>11,986</b>
<b>TOTAL</b>	<b>120,089</b>	<b>1,715</b>	<b>0</b>	<b>6,682</b>	<b>9,001</b>	<b>4,787</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,273</b>

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

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Jul-20</b>	480		1,183	<b>1,663</b>	1,183
<b>Aug-20</b>	480		3,803	<b>4,283</b>	3,803
<b>Sep-20</b>	480		169	<b>649</b>	169
<b>Oct-20</b>	480		1,494	<b>1,974</b>	1,494
<b>Nov-20</b>	480		845	<b>1,325</b>	845
<b>Dec-20</b>	480		169	<b>649</b>	169
<b>Jan-21</b>	480		3,042	<b>3,522</b>	3,042
<b>Feb-21</b>	480		2,028	<b>2,508</b>	2,028
<b>Mar-21</b>	480		3,380	<b>3,860</b>	3,380
<b>Apr-21</b>	480			<b>480</b>	
<b>May-21</b>	480		169	<b>649</b>	169
<b>Jun-21</b>	480		1,352	<b>1,832</b>	1,352
<b>TOTAL</b>	<b>5,760</b>	<b>0</b>	<b>17,634</b>	<b>23,394</b>	<b>17,634</b>

## Calcon T&M Projects Tracking

6/30/2021

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/20	Project Billings FY2020-2021
<b>Closed Projects:</b>							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Clarifier SCADA Data	Closed	4/2/14	4/7/14	\$4,125.00	\$ 4,077.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	\$2,009.50	\$ -	
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	\$75,905.56	\$ 44,459.14	
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	\$37,953.00	\$ 27,980.71	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	\$1,370.00	\$ 1,372.00	
CAL-15-01	Main Street Monitors	Closed				\$ 6,779.42	
CAL-15-02	Denniston To Do List	Closed				\$ 2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			\$6,612.50	\$ 12,536.12	
CAL-15-04	Phase II Control System Upgrade	Closed	6/23/2015	8/11/2015	\$195,000.00	\$ 202,227.50	
CAL-15-05	Permanganate Water Flow	Closed				\$ 1,567.15	
CAL-16-04	Radio Network	Closed	12/9/2016	1/10/2017	\$126,246.11	\$ 139,200.68	
CAL-16-05	El Granada Tank No. 3 Recoating	Closed	12/16/2016		\$6,904.50	\$ 6,845.00	
CAL-17-03	Nunes Valve Control	Closed	6/29/2017	7/11/2017	\$73,281.80	\$ 79,034.35	
CAL-17-04	Denniston Booster Pump Station	Closed	7/27/2017	8/8/2017	\$21,643.75	\$ 29,760.00	
CAL-17-05	Crystal Springs Pump Station #3 Soft Start	Closed	7/27/2017	8/8/2017	\$12,213.53	\$ 12,178.13	
CAL-18-04	Tank Levels Calibration Special	Closed	3/5/2018	3/5/2018	\$8,388.75	\$ 10,700.00	
CAL-18-05	Pilarcitos Stream Flow Gauge -Well 1 120 Service Power	Closed	3/22/2018	3/22/2018	\$3,558.13	\$ 3,997.40	
CAL-17-06	Nunes Flocculator & Rapid Mix VFD Panels	Closed	12/6/2017	12/12/2017	\$29,250.75	\$ 30,695.66	
CAL-17-01	Crystal Springs Leak Valve Control	Closed	2/8/2017	2/14/2017	\$8,701.29	\$ 18,055.88	
CAL-17-02	Crystal Springs Requirements & Addtl Controls	Closed	2/8/2017	2/14/2017	\$38,839.50	\$ 41,172.06	
CAL-18-02	Nunes Plant HMI V2	Closed	11/12/2018		\$10,913.14	\$ 9,434.90	
CAL-18-03	CSP Breakers & Handles		3/7/2018	3/7/2018	\$25,471.47	\$ 49,837.52	
CAL-18-06	Nunes VFD Project		9/6/2018	9/6/2018	\$2,381.51	\$ 895.50	
CAL-19-01	CSP Cla-Val Power Checks		2/4/2019	2/4/2019	\$15,067.91	\$ 40,475.94	
CAL-19-02	CSP Wet Well		4/1/2019	4/1/2019	\$12,960.24	\$ 12,853.20	
CAL-19-03	Pilarcitos Flow Meter Project		4/1/2019	4/1/2019	\$14,493.75	\$ 17,616.84	
CAL-19-04	CSP Main Breaker					\$ -	
	SCADA Systems		10/15/2019	10/15/2019	\$104,000.00	\$ 114,250.00	
	Spare 350/500 Pumps					\$ 3,327.09	
	CSP Main Breaker					\$ 5,220.00	
<b>Closed Projects - Subtotal (pre FY2019-2021)</b>					<b>\$960,319.86</b>	<b>\$1,102,049.95</b>	

**FY 2020-2021 Open Projects:**

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

<b>Tanks</b>	\$ 24,807.00
<b>Crystal Springs Maintenance</b>	\$ 1,639.94
<b>Nunes Maintenance</b>	\$ 36,186.46
<b>Denniston Maintenance</b>	\$ 31,023.87
<b>Distribution System</b>	\$ 43,194.93
<b>Wells</b>	
<b>Cellular Telemetry</b>	\$ 1,611.00

Subtotal Maintenance	\$ 138,463.20
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<b>TOTAL FY 2020/21</b>	<b>\$ 138,463.20</b>
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*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

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

**Tuesday June 8, 2021**

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, as revised on March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Boardroom was not open for the June 8, 2021, Regular Meeting of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

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

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

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

Elizabeth Drayer, P.E. Vice President of West Yost and Jeffrey Tarantino, P.E. Vice President of Freyer & Laureta, Inc., were identified as participants in the meeting.

Members of the public: Maziar Bozorginia, P.E. Civil Engineer with the City of Half Moon Bay, August Howell, Magan Ray and John Doughty.

**2) PLEDGE OF ALLEGIANCE**

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

4) **A) PUBLIC HEARING**

**To allow community input on Coastside County Water District's**

- 1. Update to the District's Water Shortage Contingency Plan**
- 2. Coastside County Water District 2020 Urban Water Management Plan**

Ms. Brennan presented a detailed overview of the Urban Water Management Plan (UWMP). Elizabeth Drayer from West Yost worked with Ms. Brennan on updating the plan. The UWMP is prepared by California's urban water suppliers to support their long-term resource planning and to ensure adequate water supplies are available to meet existing and future water demands. The UWMP is required to be updated every 5 years and submitted to the Department of Water Resources. The UWMP serves as a foundational document that will be used by the city and county in their General Plans.

Ms. Brennan also reviewed the Water Shortage Contingency Plan (WSCP) which is a stand-alone document and must be included in the Districts' UWMP. The WSCP is the District's plan to prepare and respond to water shortages.

Public comments were made by Maziar Bozorginia, who is a civil engineer with the City of Half Moon Bay. The City of Half Moon Bay had two requests for the District: 1) The City would like the UWMP updated to reflect that the City's Land Use Plan Update has been certified by the California Coastal Commission; and 2) The City would like the District to continue to collaborate with the City of Half Moon Bay on water supply and land use.

President Reynolds asked the Board for comments and a discussion ensued.

**B) CONSIDER CONCURRENT ADOPTION OF THE FOLLOWING RESOLUTIONS:**

- 1. Resolution 2021-03 – Adopting an updated Water Shortage Contingency Plan**
- 2. Resolution 2021-04 – Adopting the 2020 Urban Water Management Plan**

**ON MOTION BY Director Coverdell and seconded by Vice-President Feldman, the Board voted by roll call vote to concurrently adopt the following resolutions: 1) Resolution 2021-03 - Adopting an updated Water Shortage Contingency Plan, 2) Resolution 2021-04 Adopting the 2020 Urban Water Management Plan.**

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

## 5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending May 31, 2021:  
Claims: \$681,608.05; Payroll: \$163,976.35 for a total of \$845,584.40
- B. Acceptance of Financial Reports
- C. Approval of Minutes of May 11, 2021, 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 2021
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- H. Monthly Rainfall Reports
- I. Expense Reimbursement Approval for President Reynolds' Attendance at Water Education Foundation Lower Colorado River Tour, May 20, 2021
- J. Water Service Agreement for 226 Avenue Cabrillo
- K. Water Service Connection Transfer Report - May 2021
- L. SFPUC Hydrological Report for the Month of April 2021

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

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

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

## 6) MEETINGS ATTENDED/DIRECTOR COMMENTS

Director Muller asked if the District has a written policy regarding use of temporary portable meters that are loaned to construction companies. Staff noted that every portable meter applicant agrees to terms of use, and every portable meter is tracked and billed monthly. Ms. Brennan also noted that the Water Shortage Contingency Plan includes a possible action plan for discontinuing use of portable meters during a severe drought.

Director Coverdell noted that a neighbor informed him about a possible leak at the end of Purisima Way.

Vice-President Feldman reported on his attendance at the ACWA Spring Conference. The topics included discussion on possible ways to assist the underserved communities in California, the drought, and cybersecurity.

Director Mickelsen reported on his attendance at a recent Bay Area Water Supply and Conservation Agency (BAWSCA) meeting.

President Reynolds reported on his attendance at the virtual conference at the Water Education Foundation Lower Colorado River Tour. President Reynolds reported that the Colorado River, which the California gets a significant portion of its water from, is in extreme distress.

## 7) GENERAL BUSINESS

### A. Award of Contract for Construction Management Services to Freyer & Laureta, Inc. for the Nunes Water Treatment Plant Improvement Project

Mr. Derbin presented a brief overview of the Nunes Water Treatment Plant Improvement Project. The project will provide extensive rehabilitation and upgrades to over 25% of the Nunes facility. At the May 2021 Board of Directors meeting, the Board awarded an \$8.3M Construction Contract to Ranger Pipelines, Inc. Staff solicited proposals from Freyer & Laureta, Inc. ("F&L") and from HDR Engineering Inc. for Construction Management Services for the project. Given the District's favorable experience with F&L on past projects including the Denniston Water Treatment Plant Improvement Project (2011), the Nunes Short-Term Improvement Project (2010) and the El Granada Emergency Generators Project (2016), staff recommended that the Construction Management Services agreement be awarded to F&L. Mr. Jeffrey Tarantino, Vice-President of F&L was available to answer questions from the Board.

**ON MOTION BY President Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to enter into a professional services agreement with Freyer and Laureta, Inc. for Construction Management Services for the Nunes Water Treatment Plant Improvements Project for a not to exceed amount of \$566,600.**

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

### B. Award of Contract for Engineering Services During Construction to HDR Engineering, Inc. for the Nunes Water Treatment Plant Improvement Project

In early 2020, the Board approved a contract with HDR Engineering, Inc. ("HDR") for a Basis of Design Report and later awarded a contract for a Detailed Design of the Nunes Water Treatment Plant Improvement Project. HDR completed the 100% Detailed Design in January 2021. Staff feels that HDR would be the best fit to support the District with the Engineering Services During Construction since the design engineers are so familiar with the project and have vast experience with these services on similar sized projects.

**ON MOTION BY Director Muller and seconded by President Reynolds, the Board voted by roll call vote to authorize the General Manager to enter into a professional services agreement with HDR Engineering, Inc. ("HDR") to provide Engineering Services During Construction for the Nunes Water Treatment Plant Improvement Project for a not to exceed amount of \$241,906.**

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

**C. Award of Contract - Nunes Fuel Tank Replacement Project**

In March, 2021, the District was awarded a grant of \$202,431 from the California Office of Emergency Services (CalOES) Community Power Resiliency Special Districts Program. In its grant application, staff identified a need to increase the District's diesel fuel storage from 1,000 to 5,000 gallons and to add a 1,000 gallons of unleaded fuel storage allowing the District to operate 15-20+ days in a Public Safety Power Shutoff (PSPS) event or emergency. Mr. Derbin and staff solicited a proposal from a Sourcewell Contractor, Blue1 Energy Equipment. Sourcewell is a Joint Power Authority that services government agencies with competitive bidding contract pricing to member agencies for a variety of equipment and services.

**ON MOTION BY President Reynolds and seconded by Director Muller, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Blue1 Energy Equipment to replace the existing 1,000-gallon diesel Aboveground Storage Tank (AST) located at the Nunes Water Treatment Plant with a split tank that holds 5,000 gallons of diesel and 1,000 gallons of unleaded fuel for a not to exceed amount of \$159,867.**

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

**D. Approve Salary Schedule with a Cost-of-Living Adjustment Increase for FY2021-2022 effective July 1, 2021**

Ms. Rogren presented an updated Salary Schedule to be effective July 1, 2021. The salary update includes a 1.8% Cost of Living Adjustment as provided for in the Memorandum of Understanding with the Teamsters Union. She further explained that CalPERS requires Board approval of the Salary Schedule.

**ON MOTION BY Director Coverdell and seconded by Vice-President Feldman, the Board voted by roll call vote to approve salary schedule with a Cost-of-Living Adjustment increase for FY2021-2022 effective July 1, 2021.**

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

**E. California Special Districts Association (CSDA) - 2021 Board Election-Bay Area Network, Seat A**

Ms. Rogren stated that the Board, as a member of the California Special District's Association, can participate in the CSDA Board Elections process by casting a vote for one of the candidates seeking to represent the Bay Area Network. Brief discussion ensued.

**ON MOTION BY Vice-President Feldman and seconded by Director Muller, the Board voted by roll call vote to designate Chad Davisson to serve the terms specified for Seat A on the CSDA Board of Directors:**

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

**8) MONTHLY INFORMATION REPORTS**

**A. Superintendent of Operations Report**

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

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

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

**10) ADJOURNMENT-The Board Meeting was adjourned at 8:37 p.m.**

Respectfully submitted,

---

Mary Rogren, General Manager  
Secretary to the District

---

Glenn Reynolds, President  
Board of Directors

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

**FY 2021 Meters**

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>HMB Non-Priority</b>													
0.5" capacity increase													
5/8" meter	1				1		3	2				1	8
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
3" meter													
<b>HMB Priority</b>													
0.5" capacity increase													
5/8" meter											1		1
3/4" meter													
1" meter											1		1
1 1/2" meter													
2" meter													
<b>County Non-Priority</b>													
0.5" capacity increase													
5/8" meter	1	2					1		1			1	6
3/4" meter													
1" meter													
<b>County Priority</b>													
5/8" meter													
3/4" meter													
1" meter													
1.5" meter													
<b>Totals</b>	2	2	0	0	1	0	4	2	1	0	2	2	16

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

FY 2020 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	1				1		3	2				1	9
HMB Priority											3.5		3.5
County Non-Priority	1	2					1		1			1	5
County Priority													
<b>Total</b>	2	2	0	0	1	0	4	2	1	0	3.5	2	17.5



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

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.02	2.54	0.00	28.80	36.06	67.42	2.35	65.07
AUG	0.00	0.00	0.00	49.75	20.27	70.02	2.25	67.78
SEPT	0.00	0.00	0.00	1.31	60.84	62.15	1.31	60.84
OCT	0.00	0.00	0.00	0.00	63.97	63.97	2.11	61.86
NOV	0.00	0.00	3.91	14.39	29.52	47.82	0.93	46.90
DEC	2.26	12.69	11.17	14.25	4.16	44.53	2.67	41.86
JAN	1.73	13.04	11.06	1.99	10.86	38.68	3.50	35.18
FEB	0.78	16.51	10.87	0.00	9.60	37.76	4.45	33.31
MAR	1.98	17.11	10.47	0.00	13.08	42.64	2.82	39.82
APR	1.40	12.72	0.00	0.00	44.48	58.60	3.06	55.54
MAY	0.88	3.90	0.00	0.00	60.44	65.22	5.87	59.35
JUN	0.00	0.00	0.00	0.00	64.08	64.08	1.86	62.22
<b>TOTAL</b>	<b>9.05</b>	<b>78.51</b>	<b>47.48</b>	<b>110.49</b>	<b>417.36</b>	<b>662.89</b>	<b>33.17</b>	<b>629.71</b>
% MONTHLY TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	2.9%	97.1%
% ANNUAL TO DATE TOTAL	1.4%	11.8%	7.2%	16.7%	63.0%	100.0%	5.0%	95.0%

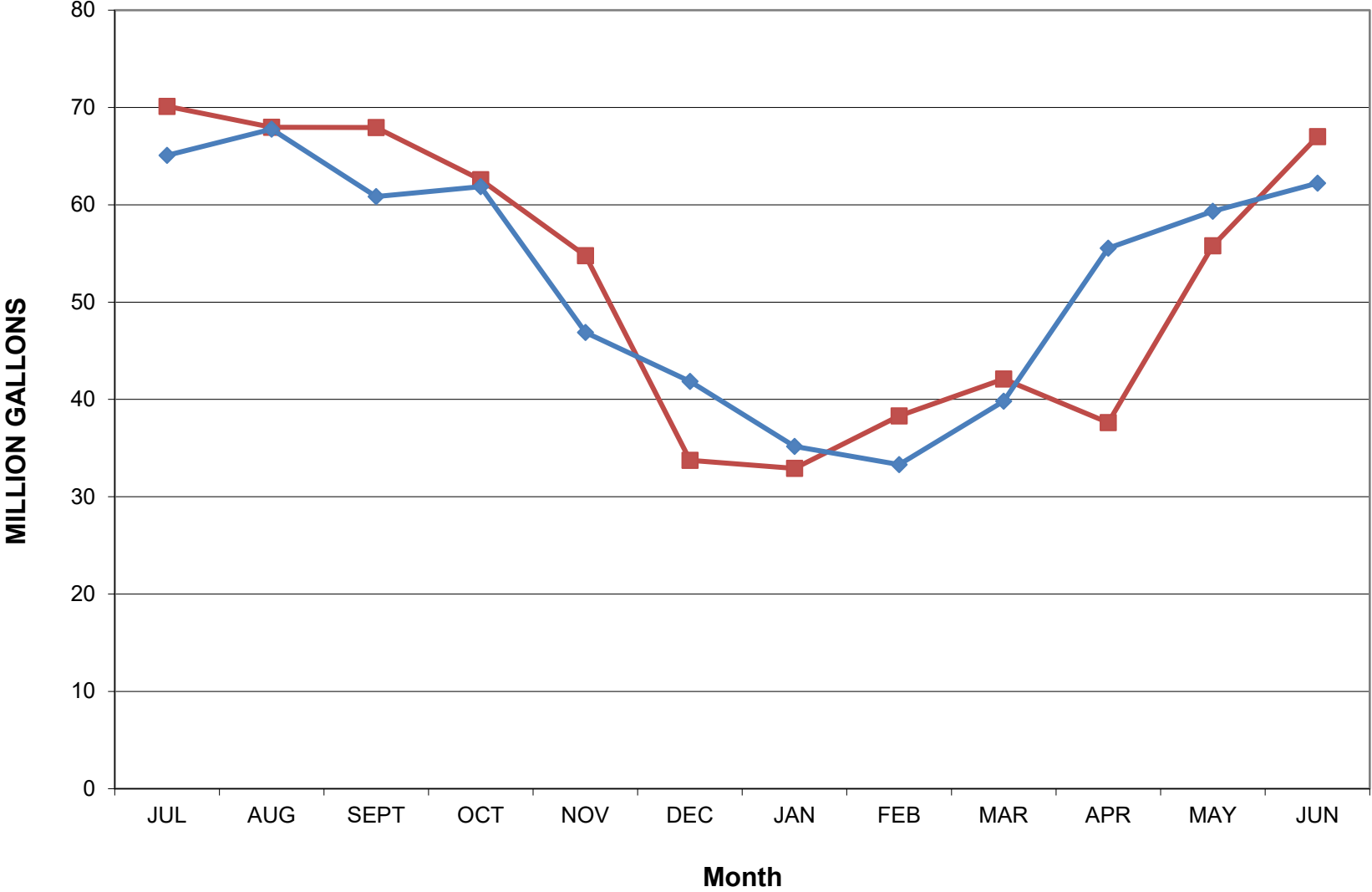
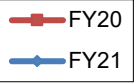
CCWD vs SFPUC- month 0.0%  
 CCWD vs SFPUC- annual 20.4%

12 Month Running Treated Total **624.88**

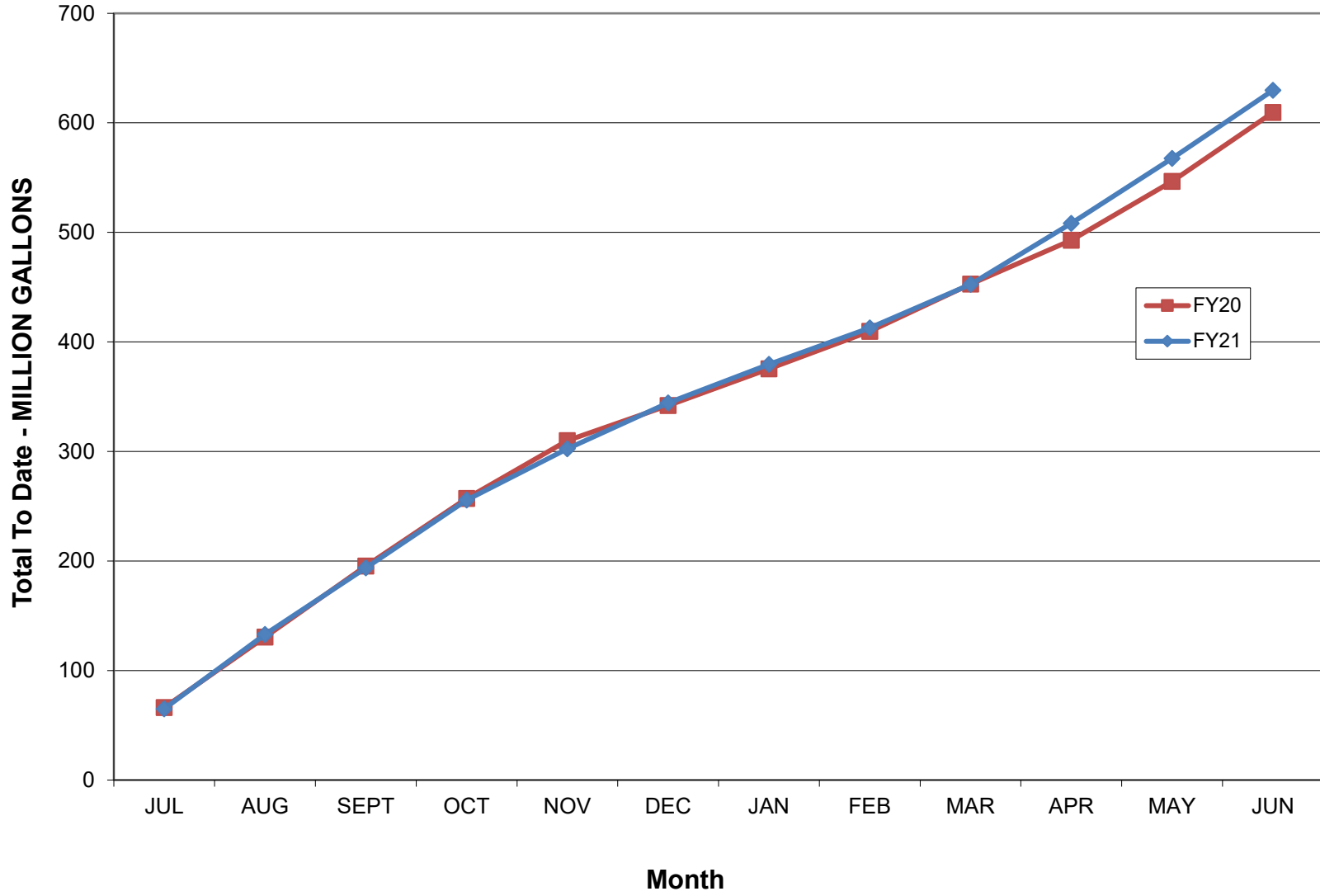
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2020**

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

Monthly Production FY 20 vs FY 21



Cumulative Production FY20 vs FY21





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

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.035
Reservoir Cleaning	
Automatic Blowoffs	0.190
Dewatering Operations	
Other (includes flow testing)	0.000
<b>DISCHARGES GRAND TOTAL (MG)</b>	
<b>0.225</b>	

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

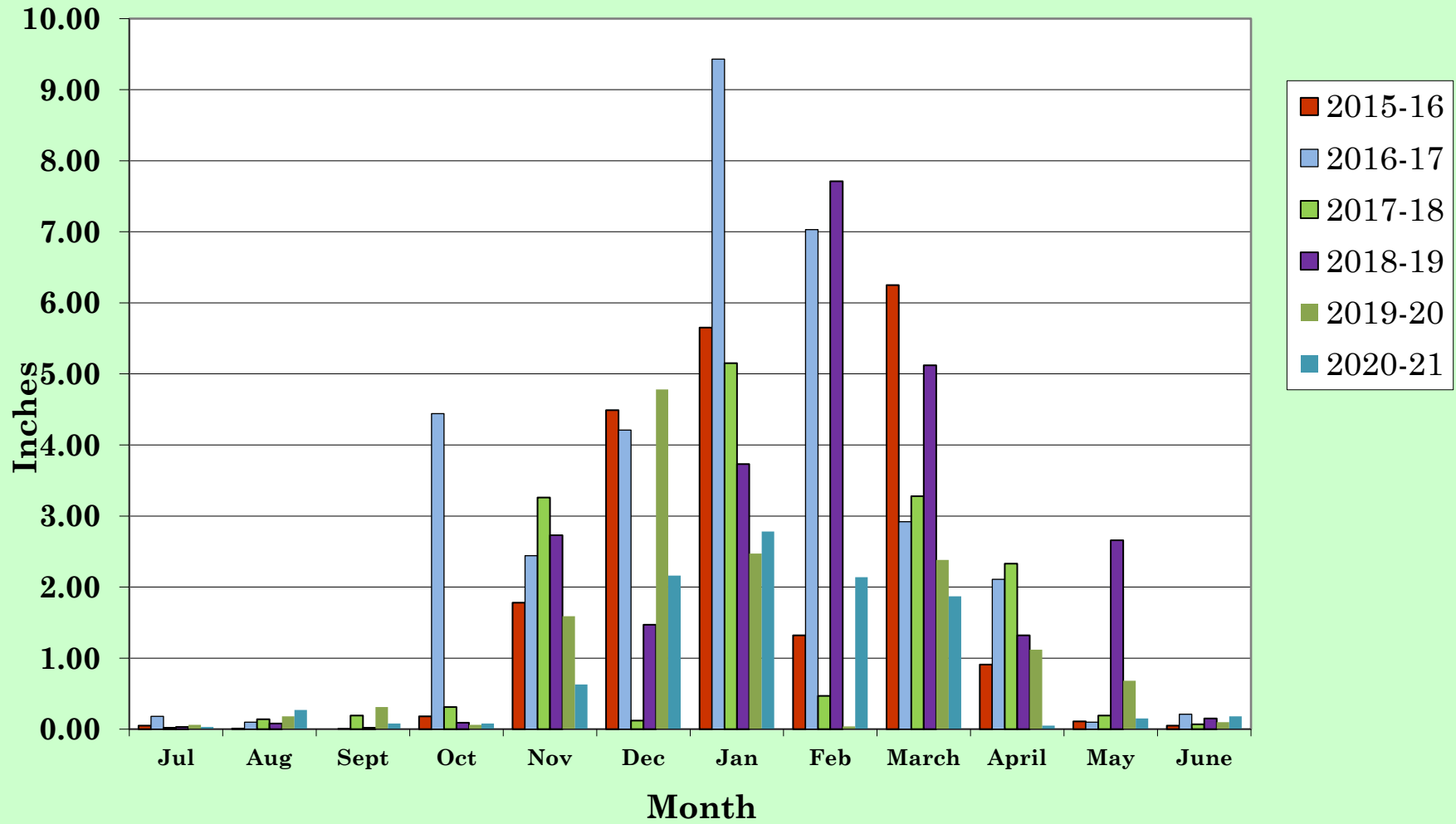
Nunes  
 Rainfall in Inches

	2020						2021.00					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0.01	0	0	0	0	0.02	0.92	0	0	0.02	0
2	0	0	0	0	0	0	0.30	0.10	0	0	0	0.01
3	0	0.03	0	0	0	0	0.01	0.01	0	0	0	0.01
4	0	0.03	0	0	0	0	0.24	0	0	0	0	0
5	0	0.02	0	0.01	0	0	0.01	0	0.32	0	0	0
6	0	0	0	0.02	0.04	0	0.01	0	0.03	0	0	0
7	0	0	0	0	0	0	0	0	0	0	0	0
8	0	0	0	0.01	0	0	0.01	0	0	0	0	0
9	0	0	0.01	0.01	0	0	0	0	0.36	0	0	0
10	0	0	0	0.01	0	0	0	0	0.66	0	0	0
11	0	0	0.01	0.01	0	0.8	0	0	0	0	0	0
12	0	0	0.02	0	0	0.1	0	0	0	0	0	0
13	0	0	0.01	0	0.07	0.6	0	0	0	0	0.01	0.01
14	0	0	0	0	0.01	0	0	0	0.15	0	0.02	0.06
15	0	0	0	0	0	0	0	0	0.01	0	0.06	0
16	0	0.08	0	0	0	0.4	0	0	0	0	0	0
17	0	0	0.01	0	0.36	0	0	0	0	0	0.02	0
18	0	0	0	0	0.1	0	0	0	0.27	0	0	0
19	0	0	0	0	0.01	0	0	0	0	0	0	0
20	0.01	0	0	0	0	0	0	0	0.07	0	0	0
21	0	0.02	0	0	0	0	0	0	0	0	0	0
22	0	0.01	0	0	0.03	0	0.49	0	0	0	0	0
23	0.02	0	0.01	0	0.01	0	0	0	0	0	0	0.03
24	0	0	0.01	0	0	0	0.41	0	0	0.01	0	0
25	0	0.02	0	0	0	0.2	0	0	0	0.01	0	0
26	0	0.01	0	0.01	0	0	0.50	0	0	0.01	0	0.01
27	0	0.02	0	0	0	0	0.26	0	0	0	0	0.01
28	0	0	0	0	0	0	0.22	0	0	0	0	0.01
29	0	0.02	0	0	0	0	0.30		0	0	0.01	0
30	0	0	0	0	0	0.1	0		0	0.02	0.01	0.03
31	0	0		0		0	0		0		0	
Mon.Total	0.03	0.27	0.08	0.08	0.63	2.16	2.78	2.14	1.87	0.05	0.15	0.18
Year Total	0.03	0.30	0.38	0.46	1.09	3.25	6.03	8.17	10.04	10.09	10.24	10.42

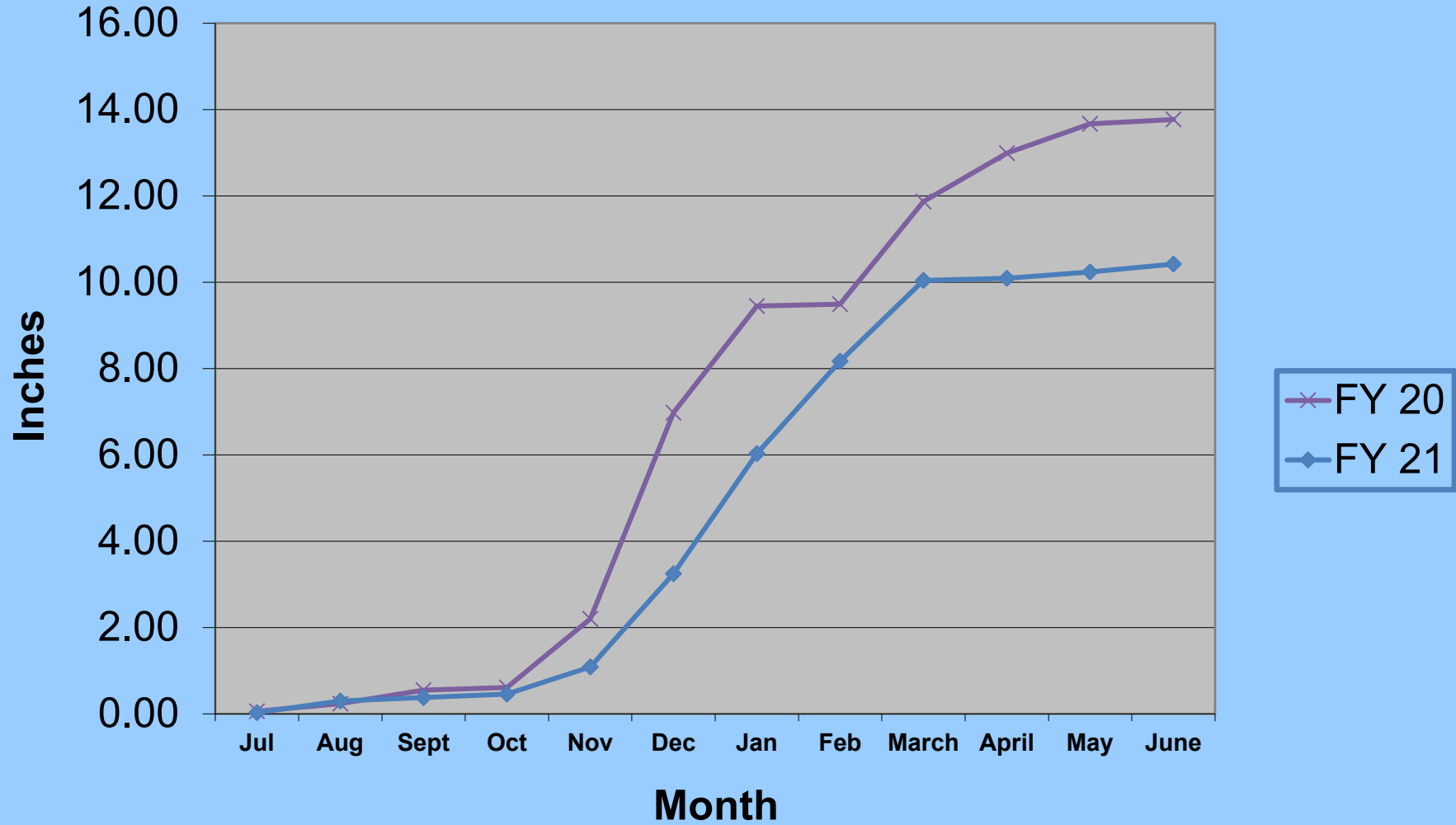
# Coastside County Water District

## Rainfall by Month

Fiscal Years 16 - 21



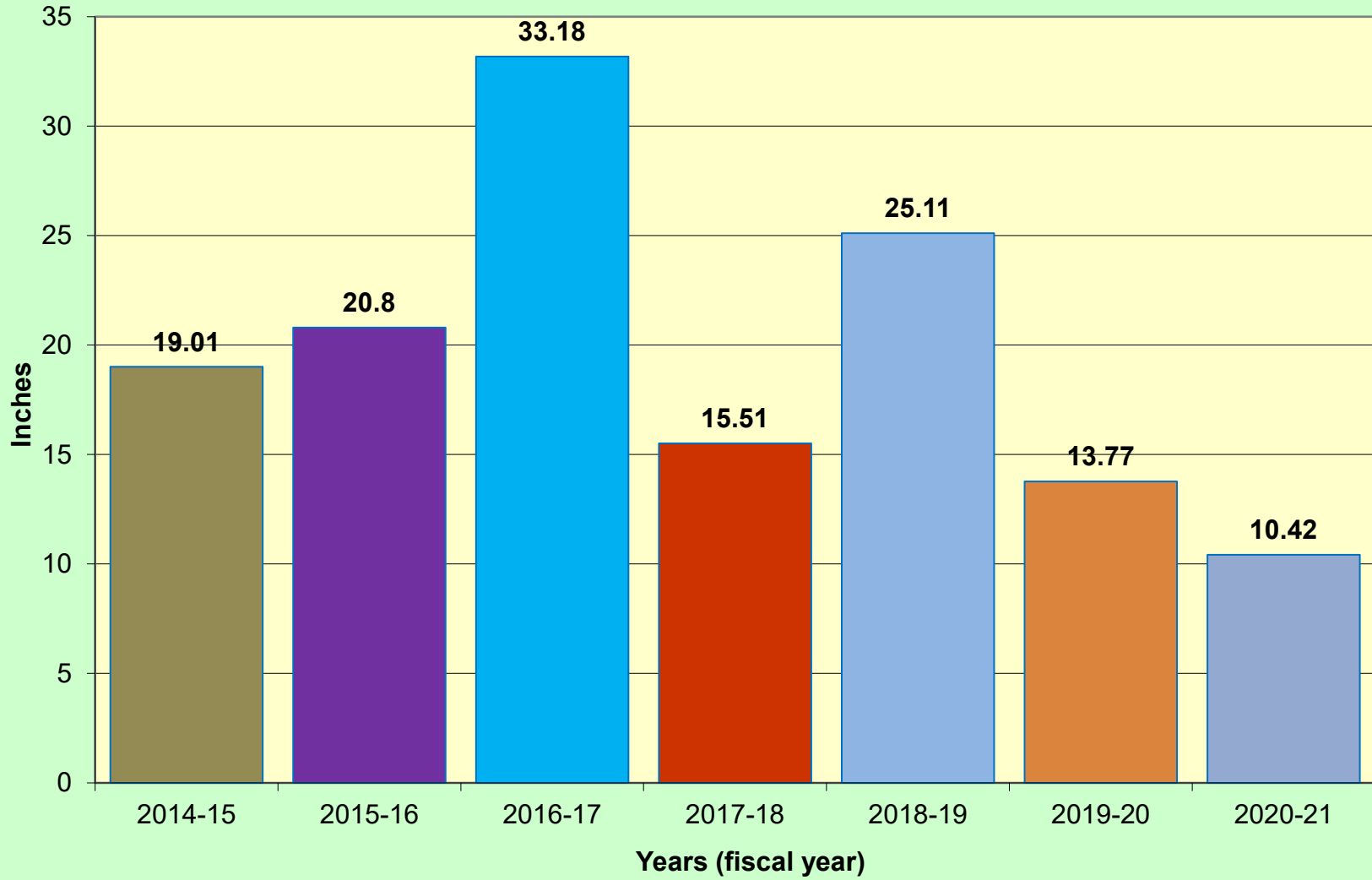
# Rainfall Total Comparison Fiscal Years 20-21





# Rain Totals

## Fiscal Years 13 - 21



**STAFF REPORT**

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

**From: Mary Rogren, General Manager**

**Agenda: July 13, 2021**

**Date: July 7, 2021**

**Subject: Notice of Completion - Denniston Standby Generators Project**

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**Recommendation:**

That the Board of Directors take the following actions:

- (1) Accept the Denniston Standby Generators 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 Andreini Bros., Inc on May 27, 2020 for the Denniston Standby Generators Project.

The work consisted of installation of district-furnished standby diesel-engine-driven generators and automatic transfer switches at the Denniston Water Treatment Plant and the Denniston Pump Station. 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).

The work was completed on June 9, 2021 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 13, 2021, there was completed upon the hereinafter described real property a work of improvement as a whole named Denniston Standby Generators Project. The work consisted of installation of district-furnished standby diesel-engine-driven generators and automatic transfer switches at the Denniston Water Treatment Plant and the Denniston Pump Station.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros. Inc., 151 Main Street, 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 13, 2021 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 13, 2021

### **Report**

**Date:** July 9, 2021

**Subject:** Approval of Updates to Maintenance Worker I and Maintenance Worker II Job Descriptions

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### **Recommendation:**

Approve updates to Maintenance Worker I and Maintenance Worker II Job Descriptions.

### **Background:**

This update provides job descriptions for both Maintenance Worker I and Maintenance Worker II positions formerly covered by a single job description. The distinguishing characteristics between the two positions include skill level and certifications. These positions are considered to be entry level field staff positions.

We have included the tracking changes from the original job description dated November 1, 2012.

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**COASTSIDE COUNTY WATER DISTRICT  
CLASS SPECIFICATION  
MAINTENANCE WORKER I**

**DEFINITION**

Under general supervision, performs a wide variety of more routine maintenance, repair, installation, inspection and other tasks related to District water distribution and transmission lines, meters, hydrants, storage tanks, and wells; reads meters and records water consumption; responds to customer service requests and complaints; assists in the performance of preventive maintenance and repair of water treatment and pumping equipment; performs a variety of facility maintenance activities; and does other work as required.

**DISTINGUISHING CHARACTERISTICS**

This is the entry level position for the field crew. Incumbents receive closer supervision and training initially, and are expected to be able to perform a variety of tasks without direct supervision after a period of time. This class performs work of varying difficulty, including ~~unskilled~~, semi-skilled ~~and skilled~~ maintenance work. There are no supervisory duties.

~~This position must upgrade to Treatment/Distribution Operator within 24 months of hire by acquiring Grade II certifications issued by the California Department of Public Health.~~

**EXAMPLES OF DUTIES**

*Duties may include, but are not limited to:*

- Installs service connections and repairs water leaks; coordinates installation site with contractors to ensure best site is chosen; marks other utility lines (e.g., gas, electrical, sewer) to ensure safe installation; informs customer(s) that water is being turned off and on; places barricades, signs and cones around work site to protect the work crew and public; directs traffic at installation site; reads water distribution system map regarding pipes sizes and the like; cuts asphalt and cement with cement saw; digs trench using hand and powers tools and equipment such as a backhoe; assists backhoe operator in pin-pointing other utilities in the ground and locating water lines; ~~operates pneumatic “mole” for underground trenching~~; operates a variety of power tools such as compressor, jackhammer, and wacker; ~~drives dump truck to remove excavated soil and to pick up backfill~~; installs water mains, pipes, meters, hydrants and hydrant heads; repairs leaks by installing new copper, repair couplings, full circles, angle stops and pieces of main line pipe as needed; repairs and replaces concrete and asphalt surfaces; completes service/installation reports.
- Reads and records amount of water consumption from water meters using a computer; searches computer data base to identify unread meters; inputs notes and

problems concerning meters into handheld computer; reports unusual water usage and water loss; determines whether there is a leak and if the leak is the District's responsibility; identifies causes of high usage and works with customers to reduce usage; gives customers dye-tabs in order to identify leaks; refers customers to low-flow rebate program; cleans, changes, and installs risers on meters; uses hand and power tools to trim around meter boxes, fire hydrants and the like; delivers "late bill notices" to customers.

- Performs a variety of repair and maintenance tasks; repairs and maintains meters and meter boxes, tanks and hydrants; maintains grounds by pruning, planting, weeding, watering and replacing fences and gates; cleans and performs routine maintenance on automotive and field equipment; cleans and paints buildings, storage tanks and plant facilities; drains water and sludge tanks and uses high pressure water sprayer to clean filters and tanks; transports materials to pump stations and treatment plants; assists in performing preventive maintenance and repair work on pumping and treatment station equipment such as cleaning pumps, adjusting and replacing packing, greasing pumps, and assisting in pump and motor overhauls.
- Completes various routine inspection and monitoring tasks; inspects wells and storage tanks; takes water samples; records well levels, tank pressure and other readings; flushes and disinfects unused wells; exercises valves to ensure proper functioning; inspects pumps to ensure proper drawing of water; bleeds stagnant water from main lines.
- Completes or prepares service reports, meter reports, well reports and the like; picks up and delivers mail, agenda packets and notices; provides and receives information from other staff; answers inquires from the public; attends training, conferences and meetings; responds to emergency and after-hour calls as needed.
- Prepares well, meter and service reports. Attends staff meeting, training and other meetings. Responds to public inquires in person and by telephone.
- ~~May perform weekend and holiday treatment plant and pump station monitoring, inspection and operating duties with possession of appropriate certification.~~

## **MINIMUM QUALIFICATIONS**

Any combination of experience and education that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities is:

A High School diploma or equivalent, and two years of experience performing a variety of semi-skilled labor.

### **Knowledge of:**

- The use and care of common hand and power tools.
- Practices and procedures used in the maintenance and repair of water lines, including cement work and some carpentry.
- Safety practices and principles related to the use of hand and power tools and water line maintenance.
- Basic mathematics.

### **Ability to:**

- Exercise good judgment, keep calm and make appropriate decisions in emergency situations and under pressure.
- Learn and apply laws and regulations to safe drinking water.
- Understand and follow oral and written instructions.
- Read and understand manuals, material data sheets, maps and the like.
- Perform mathematical calculations.
- Interact effectively with the public and other employees.
- Work cooperatively with others as part of a crew.
- Learn and perform a variety of semi-skilled and skilled tasks in the maintenance of water transmission lines, equipment and facilities.
- Learn to safely and effectively operate a variety of power equipment and tools used in water operations, including: cement saws, jackhammers, tampers, pneumatic “mole,” generators, chainsaws, dump truck, and backhoe.
- Safely and effectively operate pickup trucks and utility trucks.
- Learn to operate computers, read meters, read gauges and make simple chemical tests.
- Lift and carry items weighing up to 80 pounds, such as a sack of cement.
- Perform tasks requiring strength, such as shoveling, lifting equipment onto trucks, and climbing over rough terrain.
- Perform tasks requiring manual dexterity, such as calibrating equipment, assembling tools and equipment, and pouring chemicals.
- Work in low light conditions, such as in access holes or tunnels or in trenches at night.
- Distinguish colors, such as those in color-coded wiring, chemical test guides and types of soil/backfill around different underground utilities.
- Hear and distinguish sounds, such as the voice of workers in noisy environments and the sounds of operating equipment.

### **License Requirements:**

- Possession of a valid Class C California State ~~operator's-driver's~~ license
- ~~Must obtain a valid Class B license within six months of employment~~
- ~~Must obtain a valid D-I and T-I certification issued by the State of California Department of Public Health within 12 months from date of employment~~

Maintenance Worker

Effective: 1 ~~July~~ ~~November~~ 2021+2

Page 3 of 4



- ~~Must obtain a valid D-2 and T-2 certification issued by the State of California Department of Public Health within 24 months from date of employment~~

**Special Working Conditions.** Exposure to: variable temperature and weather conditions; confined work spaces, such as being lowered into and performing work in access holes; heights, such as on ladders and storage tanks; high levels of noise; electrical hazards; dust; the possibility of experiencing burns, bodily injury and contact with toxic substances or chemical irritants; working alone in isolated areas. Availability to work irregular hours, including responding to twenty-four hour emergency calls.

*This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Each incumbent does not necessarily perform all duties.*

~~Former Title—Maintenance Worker I~~

**COASTSIDE COUNTY WATER DISTRICT  
CLASS SPECIFICATION  
MAINTENANCE WORKER II**

**DEFINITION**

Under general supervision, performs a wide variety of more routine maintenance, repair, installation, inspection and other tasks related to District water distribution and transmission lines, meters, hydrants, storage tanks, and wells; reads meters and records water consumption; responds to customer service requests and complaints; assists in the performance of preventive maintenance and repair of water treatment and pumping equipment; performs a variety of facility maintenance activities; and does other work as required.

**DISTINGUISHING CHARACTERISTICS**

This is the entry level position for the field crew. Incumbents receive closer supervision and training initially, and are expected to be able to perform a variety of tasks without direct supervision after a period of time. This class performs work of varying difficulty, including ~~unskilled~~, semi-skilled and skilled maintenance work. There are no supervisory duties. This position is distinguished from the Maintenance I position in that there is a general expectation of independent decision making, exercising sound judgement and problem solving in more complex work assignments.

This position ~~must upgrade to Treatment/Distribution Operator within 24 months of hire by acquiring~~ requires valid Grade II certifications in Water Treatment and Distribution issued by the ~~California Department of Public Health~~ State Water Resources Control Board Division of Drinking Water.

**EXAMPLES OF DUTIES**

*Duties may include, but are not limited to:*

- Installs service connections and repairs water leaks; coordinates installation site with contractors to ensure best site is chosen; marks other utility lines (e.g., gas, electrical, sewer) to ensure safe installation; informs customer(s) that water is being turned off and on; places barricades, signs and cones around work site to protect the work crew and public; directs traffic at installation site; reads water distribution system map regarding pipes sizes and the like; cuts asphalt and cement with cement saw; digs trench using hand and powers tools and equipment such as a backhoe; assists backhoe operator in pin-pointing other utilities in the ground and locating water lines; ~~operates pneumatic “mole” for underground trenching~~; operates a variety of power tools such as compressor, jackhammer, and wacker; ~~drives dump truck to remove excavated soil and to pick up backfill~~; installs water mains, pipes, meters, hydrants and hydrant heads; repairs leaks by installing new copper, repair couplings, full circles, angle stops and pieces of

main line pipe as needed; repairs and replaces concrete and asphalt surfaces; completes service/installation reports.

- Reads and records amount of water consumption from water meters using a computer; searches computer data base to identify unread meters; inputs notes and problems concerning meters into handheld computer; reports unusual water usage and water loss; determines whether there is a leak and if the leak is the District's responsibility; identifies causes of high usage and works with customers to reduce usage; gives customers dye-tabs in order to identify leaks; refers customers to low-flow rebate program; cleans, changes, and installs risers on meters; uses hand and power tools to trim around meter boxes, fire hydrants and the like; delivers "late bill notices" to customers.
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- Completes various routine inspection and monitoring tasks; inspects wells and storage tanks; takes water samples; records well levels, tank pressure and other readings; flushes and disinfects unused wells; exercises valves to ensure proper functioning; inspects pumps to ensure proper drawing of water; bleeds stagnant water from main lines.
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- Learn to operate computers, read meters, read gauges and make simple chemical tests.
- Lift and carry items weighing up to 80 pounds, such as a sack of cement.
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- Work in low light conditions, such as in access holes or tunnels or in trenches at night.
- Distinguish colors, such as those in color-coded wiring, chemical test guides and types of soil/backfill around different underground utilities.
- Hear and distinguish sounds, such as the voice of workers in noisy environments and the sounds of operating equipment.

**License Requirements:**

- Possession of a valid Class C California State ~~operator's drivers~~ license
- ~~Must obtain a valid Class B license within six months of employment~~
- ~~Must obtain Possession of~~ a valid D1-I and T1-I certifications issued by the State Water Resources Control Board of California Department of Public Health Division of Drinking Water, within 12 months from date of employment
- ~~Must obtain a valid D-2 and T-2 certification issued by the State of California Department of Public Health within 24 months from date of employment~~

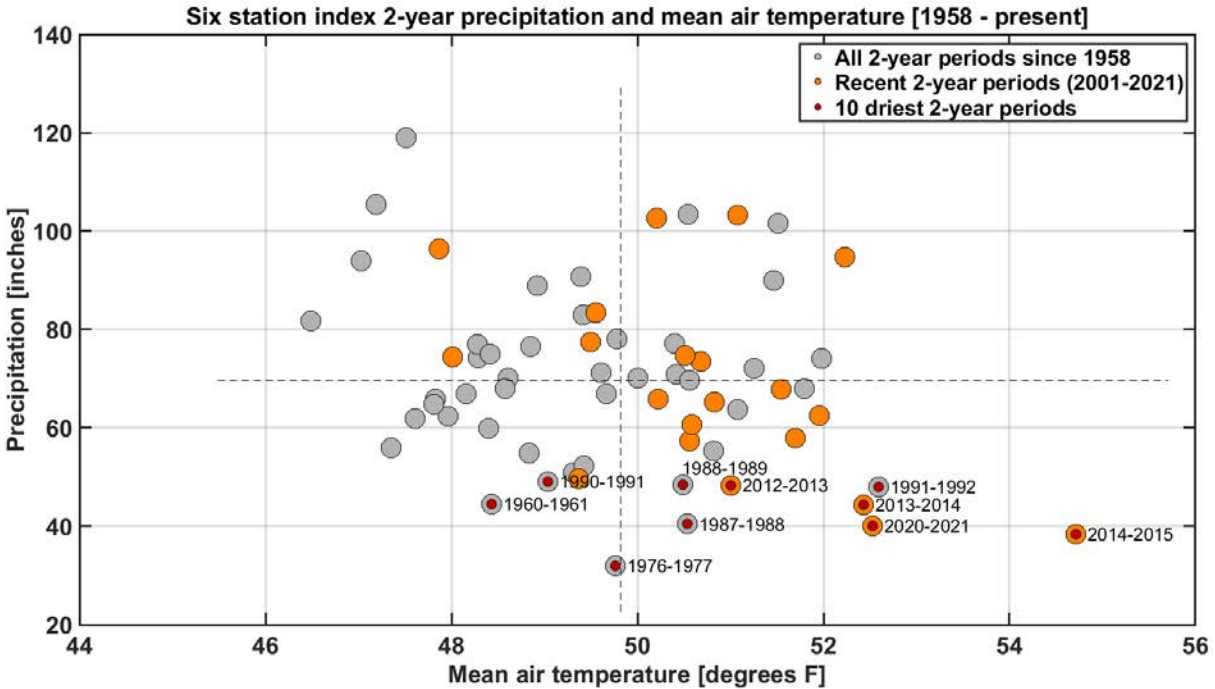
**Special Working Conditions.** Exposure to: variable temperature and weather conditions; confined work spaces, such as being lowered into and performing work in access holes; heights, such as on ladders and storage tanks; high levels of noise; electrical hazards; dust; the possibility of experiencing burns, bodily injury and contact with toxic substances or chemical irritants; working alone in isolated areas. Availability to work irregular hours, including responding to twenty-four hour emergency calls.

*This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Each incumbent does not necessarily perform all duties.*

~~Former Title Maintenance Worker I~~

# San Francisco Public Utilities Commission Hydrological Conditions Report May 2021

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



This plot shows cumulative precipitation of every 2 (water) year period since 1958, plotted against 2 year average temperature. Plots like these show the severity of drought conditions in the upcountry watersheds.

Water Years 2020 and 2021 have been very dry and very warm. While 2014-2015 was the warmest 2 year stretch since 1958, and 1976-1977 was the driest, the current 2 year period is in the top 4 of temperature and bottom 4 of precipitation.

Orange dots indicate the last 20 years, showing a trend towards warmer conditions, and little evidence for a trend towards drier or wetter conditions.

## System Storage

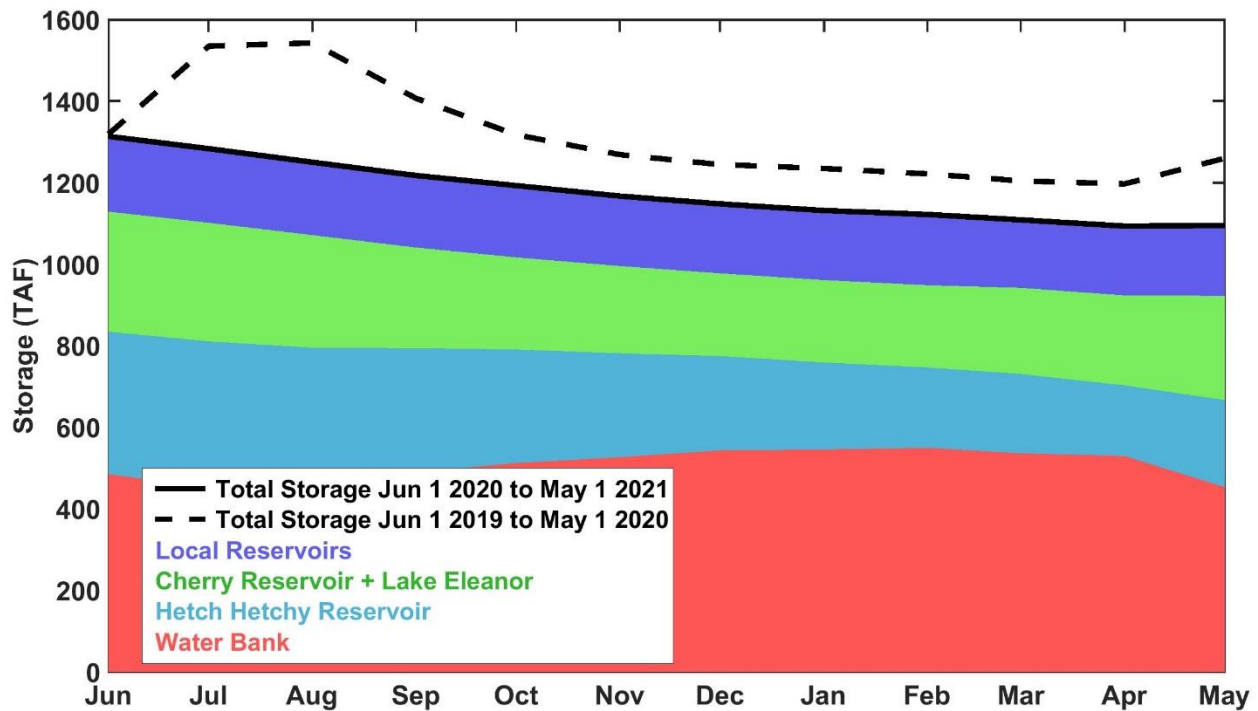
Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	309,819		340,830		31,011		91%
Cherry Reservoir <sup>2</sup>	265,998		273,345		7,347		97%
Lake Eleanor <sup>3</sup>	26,726		27,100		374		99%
Water Bank	317,328		570,000		252,672		56%
Tuolumne Storage	919,871		1,211,275		291,404		76%
<b>Local Bay Area Storage</b>							
Calaveras Reservoir	57,818	18,840	96,824	31,550	39,006	12,710	60%
San Antonio Reservoir	49,673	16,186	50,496	16,454	822	268	98%
Crystal Springs Reservoir	46,717	15,223	58,377	19,022	11,660	3,799	80%
San Andreas Reservoir	17,061	5,559	18,996	6,190	1,936	631	90%
Pilarcitos Reservoir	1,820	593	2,995	976	1,174	383	61%
Total Local Storage	173,089	56,401	227,688	74,192	54,598	17,791	76%
<b>Total System</b>	<b>1,092,960</b>		<b>1,438,962</b>		<b>346,002</b>		<b>76%</b>

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

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

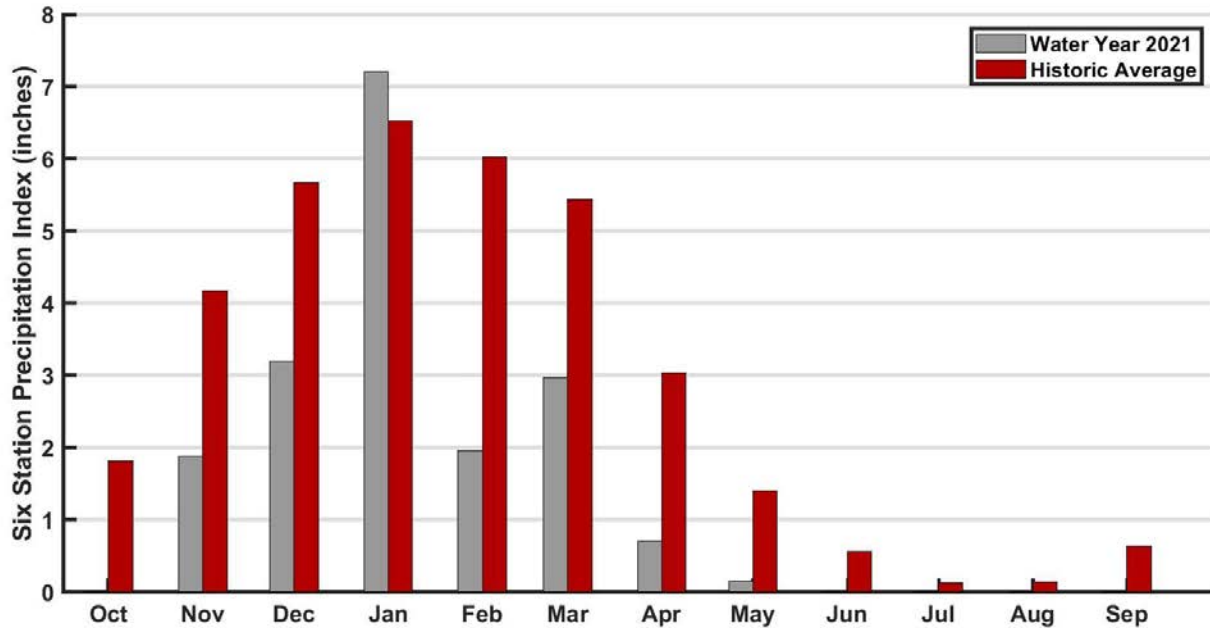
<sup>3</sup> Maximum Lake Eleanor storage with two flash-boards in.



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

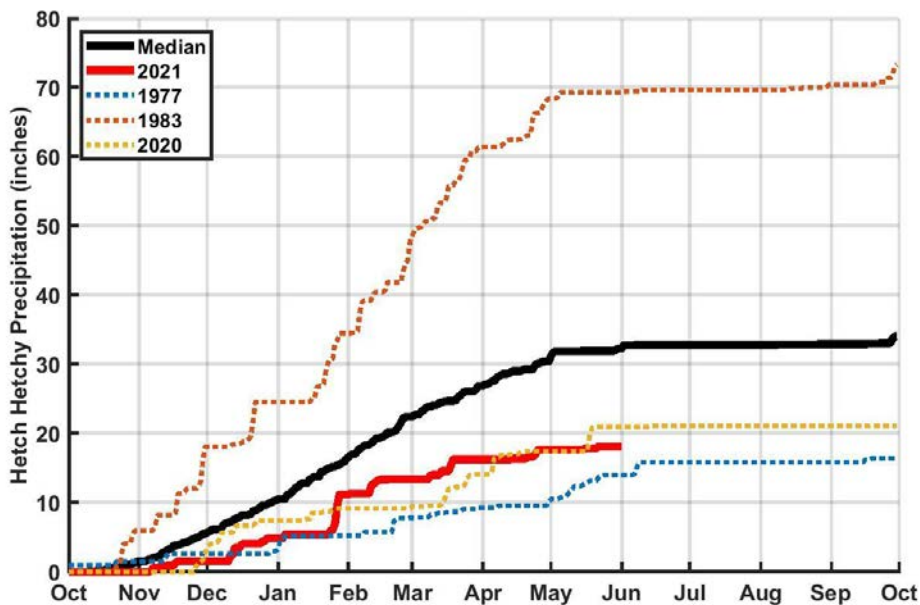
## Hetch Hetchy System Precipitation Index

*Current Month:* The May 2021 six-station precipitation index reported 0.12 inches of precipitation for the month, which is 8% of the monthly average. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.



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

*Cumulative Precipitation to Date:* As of June 1, the six-station precipitation index for Water Year (WY) 2021 was 18.02 inches, which is 51% of the average annual water year total. The Hetch Hetchy Weather Station received 0.46 inches of precipitation in May for a total of 18.14 inches for WY 2021, or 53% of average to-date. The cumulative WY 2021 Hetch Hetchy precipitation is shown in Figure 3 in red.



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



## Tuolumne Basin Unimpaired Inflow

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

<b>Table 2 Calculated Reservoir Inflows and Water Available to City</b>								
* All flows are in acre-feet	May 2021				October 1, 2020 through May 31, 2021			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	124,481	216,444	218,549	57%	234,602	441,643	439,312	53%
Inflow to Cherry Reservoir and Lake Eleanor	59,964	120,476	122,263	49%	175,983	326,141	334,049	53%
Tuolumne River at La Grange	210,791	447,773	443,131	48%	542,682	1,184,419	1,317,161	41%
Water Available to City	22,979	198,767	207,995	11%	48,541	433,036	527,586	9%

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

### Hetch Hetchy System Operations

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 28,217 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for May were 50 cfs. Total precipitation for Water Year 2021 has resulted in a Water Year Type C for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream releases will increase to 75 cfs for June.

Cherry Reservoir valve and power draft releases totaled 16,869 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir for May was 5 cfs and will remain at that flow through June 2021. Lake Eleanor required release for May was 20 cfs and will remain there until September 2021. The Cherry / Eleanor Pumps were activated on April 4<sup>th</sup> and are utilized to manage spring runoff inflows.

San Joaquin Pipeline deliveries were 246 MGD for the month of May.

### Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for May was 26 MGD. The Sunol Valley Water Treatment Plant production for the month was 1 MGD, the plant was in standby for most of the month.

### Local System Water Delivery

The average May delivery rate was 222 MGD, which is a 9% increase over the April delivery rate of 203 MGD.

## Local Precipitation

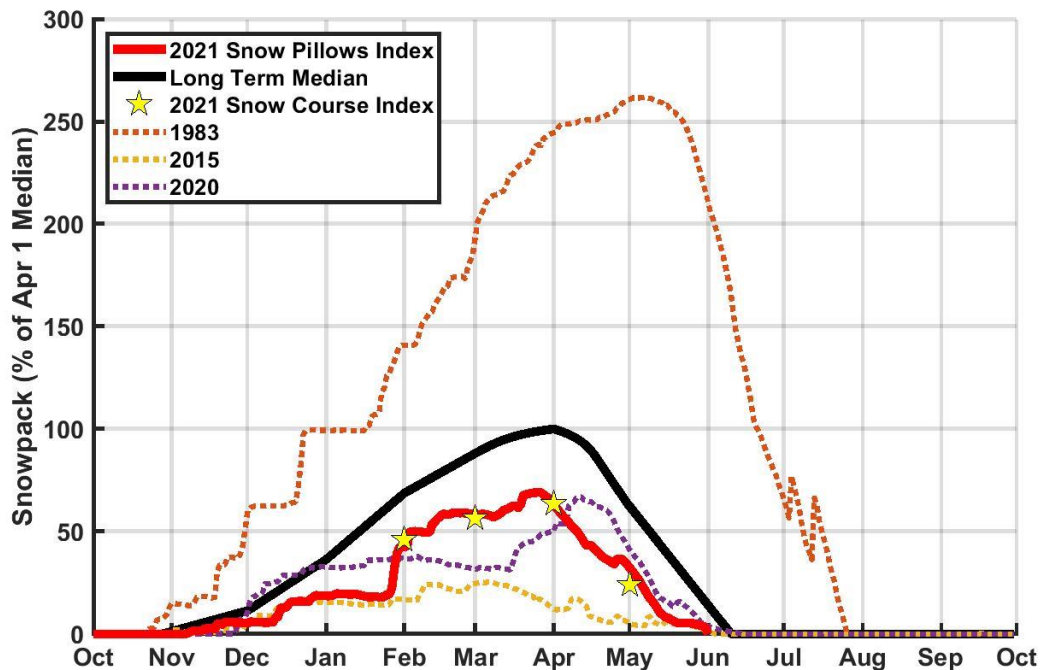
The rainfall summary for May 2021 is presented in Table 3.

Weather Station Location	May		October 1, 2020 through May 31, 2021	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.14	12%	18.47	50%
Lower Crystal Springs Reservoir	0.04	5%	11.91	46%
Calaveras Reservoir	0.00	0%	10.19	48%

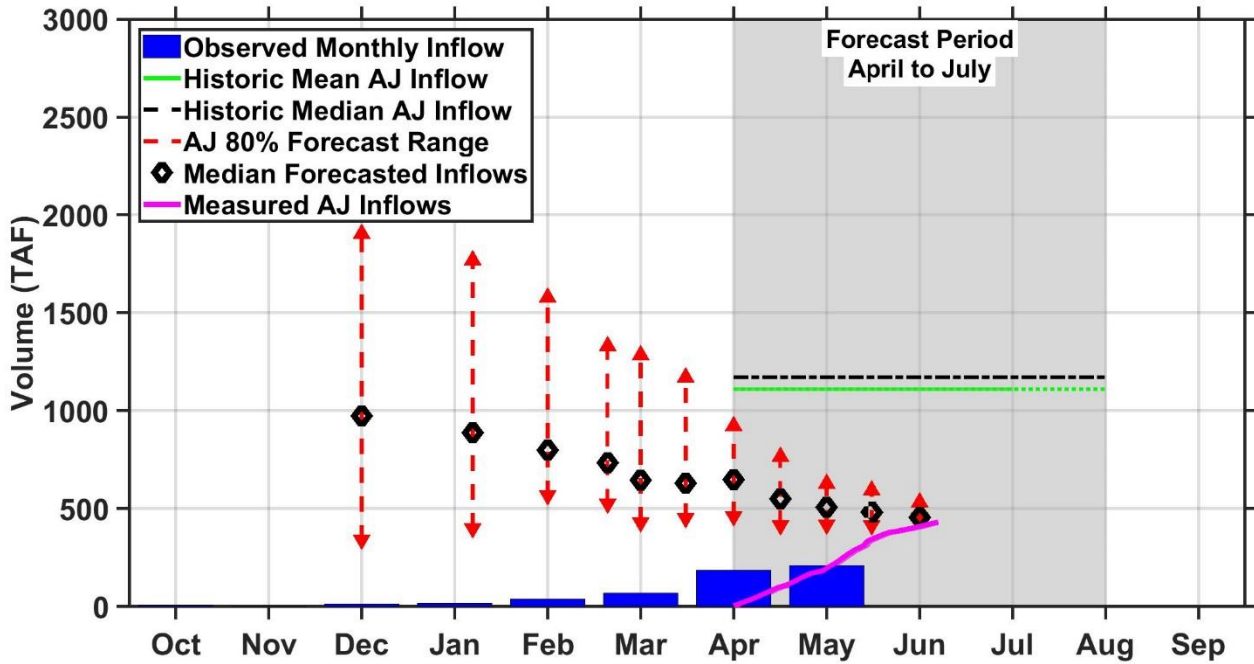
## Snowpack, Water Supply and Planned Water Supply Management

Water Year 2021 has been remarkably dry, following a very dry latter half of the previous water year. To date, WY 2021 Hetch Hetchy accumulated precipitation currently ranks as the 3<sup>rd</sup> driest on record ( $n=91$  years). Due to the dry conditions in the fall, at the onset of spring snowmelt there was a significant soil moisture deficit, resulting in a lagged and muted streamflow response. The snowpack has largely melted out from elevations below 9,500 feet. Water Year inflows to date at Hetch Hetchy Reservoir have totaled 234,602 acre-feet, the 5<sup>th</sup> driest on record for the same period. For the April to date seasonal period, inflows have totaled 197,483 acre-feet, the 8<sup>th</sup> driest on record.

Due to the well below average inflows, Hetch Hetchy Reservoir is not expected to spill this spring. Inflows to date are 53% of average and fell below the low end of forecasts for the runoff season (Figure 5). With the snowmelt runoff nearly complete, Hetch Hetchy Reservoir is expected to reach 320 in early June, or 90% full. Reduced generation at Holm Powerhouse in the spring resulted in Cherry Reservoir and Lake Eleanor filling in the first week of June. Water Bank will not refill this spring, as Water Available to the City will be greatly exceeded by water deliveries.

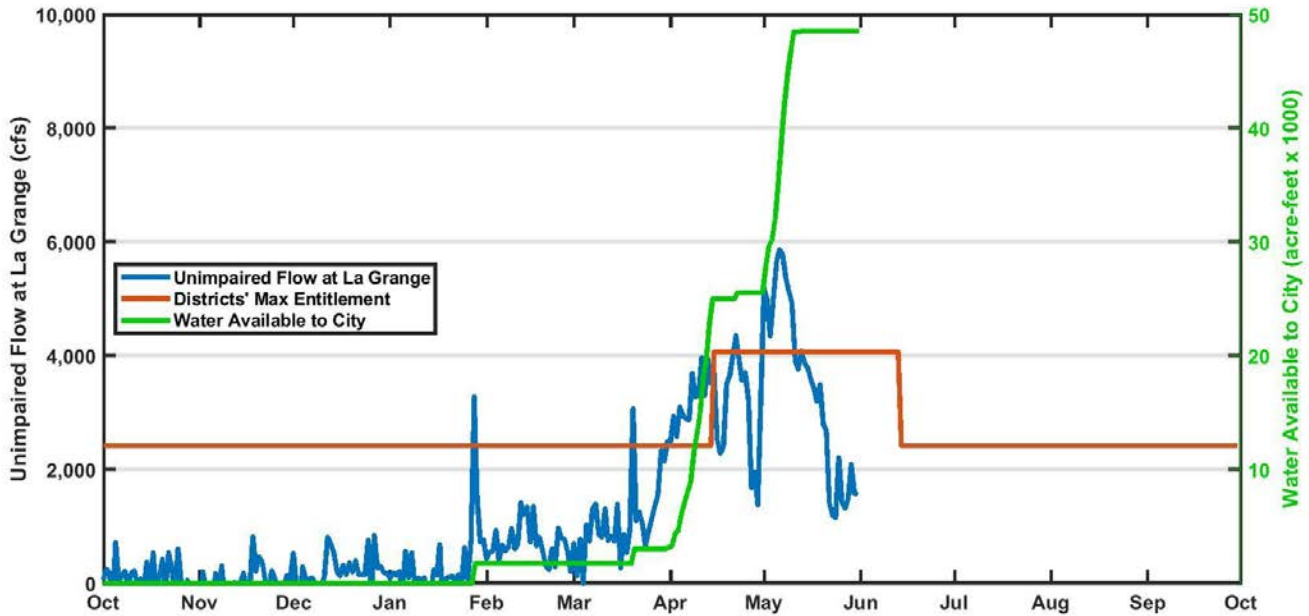


**Figure 4:** Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements. Also plotted is the mean monthly manual snow surveys (stars) in the Tuolumne Basin.



**Figure 5:** Forecasted April to July Full Natural Flow at La Grange. Sustained below average precipitation has resulted in a significant reduction in forecasted inflows. The median forecast is currently at around 40% of normal, roughly corresponding with the precipitation and snow to date.

The calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City are shown in Figure 6. As of June 1, there has been 48,541 ac-ft water available to the City in Water Year 2021.



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

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

<b>DONATING APN</b>	<b>PROPERTY OWNER(S)</b>	<b>RECIPIENT APN</b>	<b>PROPERTY OWNER(S)</b>	<b># OF CONNECTIONS</b>	<b>DATE</b>
Coastside Estates LLC	064-342-350	Ernest Ploati, Jr.	066-092-840	Two (2) 5/8"	June 1, 2021
Anna Maria Mulkey and Stephen Wilson	047-222-400	Patrick Travers	047-031-430	one (1) 5/8"	June 21, 2021

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** July 13, 2021

### **Report**

**Date:** July 9, 2021

**Subject:** Approval of Professional Services Agreement with EKI Environment & Water, Inc. for Design and Construction Support Services for Replacement of the Miramontes Point Road Water Main.

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### **Recommendation:**

Authorize the General Manager to retain the professional services of EKI Environment & Water, Inc. ("EKI") for design and construction support services for replacement of the Miramontes Point Road Water Main for a not-to-exceed budget of \$116,800.

### **Background:**

This 10" ductile iron water main is ~3,400' in length and was installed in 1999. Since installation, this water main has failed ten times (as recently as July of 2020) due to excessive corrosion.

In 2013, the District hired Trident Environmental and Engineering Inc. to investigate potential reasons for the premature failures of the 10" ductile iron pipeline and present potential solutions. The Trident conducted a "cell-to-cell" field survey to determine if subsurface stray current is present in this portion of the distribution system and also conducted soil testing for corrosiveness. No stray current was detected in this study and the soils were found to be mildly to highly corrosive. Staff and the District's consultants have concluded that the 10" DI pipe was potentially a bad batch of pipe since only certain sections fail with the adjacent stick of pipe found to be in fairly good condition.

At the District's request, EKI has submitted the attached proposal (Attachment A) for Design and Construction Support Services for Replacement of Miramontes Point Road water main replacement. See Attachment A for a copy of the proposal. Staff proposes we utilize EKI's expertise in water main replacement design to assist the District with needed engineering design services, bid support and engineering during construction.

Based on EKI's past responsiveness, engineering design and support provided to date, staff recommends that the Board approve a professional services agreement for design

**STAFF REPORT**

**Agenda: July 13, 2021**

**Subject: Approval of EKI Miramontes Design and Support**

**Page Two**

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and construction support services for replacement of the water line at Miramontes Point Road, for a not-to-exceed amount of \$116,800. The attached EKI proposal dated June 22, 2021 outlines the scope of their effort.

Fiscal Impact:

\$116,800 for the Engineering Services. Note that the project is not yet included in the District's Capital Improvement Program.

22 June 2021

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

Subject: **Proposal for Design and Construction Support Services for  
Miramontes Point Road Water Main Replacement**  
Coastside County Water District, Half Moon Bay, California  
(EKI C1-095)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for design, bid support, and construction support services to implement the Miramontes Point Road Water Main Replacement (Project). This proposal is in response to the District's request during our 7 June 2021 conference call with EKI and the District.

## PROJECT UNDERSTANDING

The Project will replace approximately 3,400 linear feet (LF) of 10-inch ductile iron pipe (DIP) on Miramontes Point Road between the discharge of the Alves Pump Station and the inlet to Miramontes Tank, located in unincorporated San Mateo County (see Figure 1). The existing pipeline has experienced multiple failures and the District cannot operate the Alves fire pump without risk of a pipe break. EKI walked the existing alignment with District staff to identify the Project scope and District preferences on 15 June 2021. Based on these discussions, the Project will abandon the existing 10" DIP line and replace the line with new a new 10" pipeline. As part of the preliminary design, EKI will evaluate alternative pipe materials in addition to DIP (the District's standard material) given the previous failures of the existing DIP at this location.

The existing pipelines will remain in service during construction, with the new 10" pipeline installed parallel to the existing main in a new trench. Existing service connections, meter boxes, and hydrants along the pipeline alignment will also be replaced, and the new 10" pipeline will be tied into the existing 6" distribution mains at Iris Lane, Chamomile Lane, Hawthorn Walk, and Elderberry Road.

EKI will conduct a site investigation to collect surface feature and utility information and prepare a Project base map similar to those EKI prepared for prior pipeline projects (e.g., Ferdinand, Casa Del Mar, Grandview, and Pine Willow Oak Projects). The site investigations will capture utility surface features for water and other utilities, including USA markings and manholes invert depths which will allow for early conflict resolution. For the Project base map, EKI will include parcel information from the San Mateo County online database and the 2017 County aerial imagery. The scope of work does not include topographic or boundary surveys.

In addition to providing design services, EKI will provide limited bid support and engineering services during construction (ESDC). EKI assumes that the District will provide construction management, including field inspection.

## **PROPOSED SCOPE OF WORK**

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

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

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

Once the field investigation is complete, EKI will map the utilities in AutoCAD and add the San Mateo County parcels map, approximate rights-of-ways, utility data received from letter requests, and aerial images to the base map. EKI will meet with the District in the field to confirm the base map including the existing water line and water service locations.

#### Deliverables:

- A PDF of the draft Project base map.

#### EKI Assumptions:

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

### **Task 2: Design Services**

Based on discussions with the District, EKI will provide four design submittals corresponding to 10%, 50%, 100% (Draft Final), and Final design level development. The 10% Design Submittal will include a brief basis



of design memorandum to evaluate alternative pipe materials and the proposed alignment of the new pipeline. The 50% Design submittal will include plan view sheets, District standard details, a table of contents for the specifications, and an opinion of probable construction cost (OPC). The 100% and Final Design submittals will be a complete set of Contract Documents ready for bid and include plan view sheets, connection details, specifications, and an updated OPC. The Final Design submittal will be signed and stamped contract documents. Design review meetings at the District office will be held for the 50% and 100% design submittal with comments documented and tracked to confirm incorporation into subsequent submittals.

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

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

Sheet No.	Description
1	Title Sheet
2	Legend, Key Map, and Notes
3	Plan, Miramontes Point Road 1
4	Plan, Miramontes Point Road 2
5	Plan, Miramontes Point Road 3
6	Plan, Miramontes Point Road 4
7	Plan, Miramontes Point Road 5
8	Plan, Miramontes Point Road 6
9	Construction Details - 1
10	Construction Details - 2
11	Construction Details - 3
12	Construction Stormwater Best Management Practices

Deliverables:

- 10% Design Submittal: A PDF of the Basis of Design Memorandum that will include the 10% plan sheets showing the proposed alignment as an attachment.
- 50% Design Submittal:
  - Electronic file of the 50% plans;
  - Electronic file of the 50% OPC; and
  - Electronic file of the 50% technical specifications.
- 100% Design Submittal:
  - Electronic file of the 100% plans;
  - Electronic file of the 100% specifications; and
  - Electronic file of the 100% OPC.
- Final Design Submittal:

- One PDF file and five (5) 22" x 34" hard copies of the signed and stamped final plans;
- One PDF file and five (5) hard copies of the signed and stamped final specifications; and
- An editable word file of the Notice to Bidders.
- 50% and 100% Design Review Meeting minutes and comments logs within 5 business days of the meeting.

EKI Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details, with EKI preparing additional technical specifications, as necessary.
- For budgeting purposes, the selected pipe material will be different from the District's standard (DIP) and will require a separate technical specification to supplement the District's standard specifications.
- No profile view will be included on the plans.
- Full-sized plan sheets will be 22" x 34".
- Curb and gutter, sidewalk, and/or driveway improvements required as a result of Project will employ San Mateo County standard details, unless directed otherwise by the District.
- The District will review and provide comments at the 10%, 50%, and 100% levels of design.
- Any additional coordination with San Mateo County associated with curb and gutter, sidewalk, and/or other driveway improvements or permitting will be performed by the District.

**Task 3: Bid Support Services**

During the bidding period, EKI will provide the District responses to questions from prospective bidders, prepare up to one addendum, and provide a review of bids to determine if bids are responsive and responsible. EKI will attend the bid opening.

Deliverables:

- Response to bidders' questions.
- One Bid addendum.
- Bid review email.

EKI Assumptions:

- EKI will coordinate with Barker Blue to host the Bid Documents. The District will pay any fees directly to Barker Blue.
- Responses to bidder's questions will be transmitted electronically.
- No more than one bid addendum will be required.

#### **Task 4: Engineering Services During Construction**

EKI will provide limited engineering services during construction. These services will focus on the following: one pre-construction meeting, submittal reviews, and request for information (RFI) support. EKI will prepare record drawings from the Contractor's record drawing submittal at the end of the project.

##### Deliverables:

- Submittal review letters.
- RFI response letters.
- Preconstruction meeting agenda and minutes.
- PDF copy of Record Drawings.

##### EKI Assumptions:

- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.
- EKI will review up to 16 submittals and 8 resubmittals at an assumed level of effort of 2.5 hours per review.
- EKI will review up to 3 RFIs at a level of effort of 4 hours per review.
- EKI will attend the preconstruction meeting.
- EKI will attend periodic site visits during construction (3 assumed).
- District will provide construction management and inspection services and will review contractor invoices.
- EKI will prepare record drawings based on the redline drawings provided by the Contractor.

#### **PROJECT SCHEDULE**

EKI anticipates that the design will be completed within four (4) to six (6) months of notice to proceed. Bid and construction-phase services will be completed in a timely manner, consistent with the District's schedule for bidding and construction.

#### **COMPENSATION FOR CONSULTING SERVICES**

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 2 January 2021. Based on the proposed Scope of Work described above, we estimate a budget of \$115,600 for the completion of Tasks 1, 2, and 3 as shown by task in Table 2 and detailed in Table 3, attached.

**Table 2. Proposed Cost by Tasks**

Task	Description	Task Total
1	Base Map Development	\$20,900
2	Design Services	\$58,200
3	Bid Support Services	\$6,500
4	Engineering Support During Construction	\$31,200
<b>Total Estimated Budget</b>		<b>\$116,800</b>

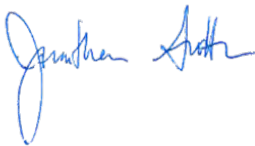
**TERMS AND CONDITIONS**

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Agreement dated 20 September 2018.


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

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.  
Supervising Engineer



John T. DeWitt, P.E.  
Vice President

cc: James Derbin, CCWD

Attachments

Table 3 - Estimated Fee for Miramontes Point Road Water Main Pipeline Replacement Project

Figure 1 – Project Scope of Work

EKI Schedule of Charges, dated 2 January 2021

**Table 3 - Estimated Fee for Miramontes Point Road Water Main Pipeline Replacement Project**

Coastside County Water District, Half Moon Bay, California  
(EKI C1-095)

TASKS	ESTIMATED HOURLY LABOR					LABOR COST (\$)	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	EKI Staff						UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
	SEC	G5 Engineer	Sam Cronin, P.E.	Jonathan Sutter, P.E.	Mike Vasquez, P.E.									
<b>Task 1 - Base Map Development</b>														
Project Management			2			\$530							\$530	
Utility Research			4			\$712							\$712	
Conduct Surface Feature Field Investigation	14	14				\$4,438	LS	1	\$800	\$800	\$80	\$880	\$5,318	
Prepare AutoCAD Base Maps			40	8	1	\$9,525							\$9,525	
Site Visit to Confirm Base Map			4	4		\$1,772							\$1,772	
Finalize Base Map			10	2		\$2,310							\$2,310	
Communications Fee (EKI Labor Only)							4%		\$19,287			\$771	\$771	
<b>Task 1 Subtotal</b>	<b>14</b>	<b>72</b>	<b>16</b>	<b>1</b>		<b>\$19,287</b>			<b>\$800</b>		<b>\$80</b>	<b>\$1,651</b>	<b>\$20,938</b>	<b>\$20,900</b>
<b>Task 2 - Design Services</b>														
Project Management			6			\$1,590							\$1,590	
Prepare 10% Basis of Design Memo and 10% Plans			40	6	2	\$9,280							\$9,280	
Develop 50% Drawings			60	12		\$13,860							\$13,860	
Develop 50% Opinion of Probable Construction Cost			8	2		\$1,954							\$1,954	
QA/QC 50% Design Submittal					6	\$1,710							\$1,710	
Prepare, Conduct, and Document 50% Design Review Workshop	2		6	2	2	\$2,352							\$2,352	
Develop 100% Drawings			40	8		\$9,240							\$9,240	
Develop 100% Specifications			20	6		\$5,150							\$5,150	
Update 100% Opinion of Probable Construction Cost			4	2		\$1,242							\$1,242	
QA/QC 100% Design Submittal					6	\$1,710							\$1,710	
Prepare, Conduct, and Document 100% Design Review Workshop	2		6	2		\$1,782							\$1,782	
Develop Final Design Submittal			16	4		\$3,908	LS	1	\$1,000	\$1,000	\$100	\$1,100	\$5,008	
QA/QC Final Design Submittal					4	\$1,140							\$1,140	
Communications Fee (EKI Labor Only)							4%		\$54,918			\$2,197	\$2,197	
<b>Task 2 Subtotal</b>	<b>4</b>	<b>200</b>	<b>50</b>	<b>20</b>		<b>\$54,918</b>			<b>\$1,000</b>		<b>\$100</b>	<b>\$3,297</b>	<b>\$58,215</b>	<b>\$58,200</b>
<b>Task 3 - Bid Support Services</b>														
Provide Bid Support (respond to questions, review bids, attend opening)			20	8	2	\$6,250							\$6,250	
Communications Fee (EKI Labor Only)							4%		\$6,250			\$250	\$250	
<b>Task 3 Subtotal</b>		<b>20</b>	<b>8</b>	<b>2</b>		<b>\$6,250</b>						<b>\$250</b>	<b>\$6,500</b>	<b>\$6,500</b>
<b>Task 3 - Engineering Support During Construction</b>														
Project Management			4			\$1,060							\$1,060	
Attend Pre-Construction Meeting			5	3		\$1,685							\$1,685	
Preparation of Conformed Construction Documents			4	2		\$1,242							\$1,242	
Review Submittals (16 submittals and 8 resubmittals)			40	18	2	\$12,460							\$12,460	
Respond to Requests for Information, RFIs (3 RFIs)			12	4	2	\$3,766							\$3,766	
Attend Construction Site Visits (3)			12	8		\$6,884							\$6,884	
Preparation of Record Drawings			12	2	1	\$2,951							\$2,951	
Communications Fee (EKI Labor Only)							4%		\$30,048			\$1,202	\$1,202	
<b>Task 3 Subtotal</b>		<b>85</b>	<b>41</b>	<b>5</b>		<b>\$30,048</b>					<b>\$1,202</b>	<b>\$1,202</b>	<b>\$31,250</b>	<b>\$31,200</b>
<b>TOTALS:</b>	<b>4</b>	<b>14</b>	<b>377</b>	<b>115</b>	<b>28</b>	<b>\$110,503</b>			<b>\$1,800</b>		<b>\$180</b>	<b>\$6,400</b>	<b>\$116,903</b>	<b>\$116,800</b>

Replace (E) Miramontes Tank Line from Miramontes Point Road

Replace (E) Alves Tank discharge line from Miramontes Point Road

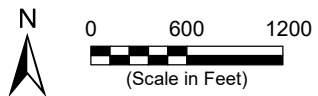
Replace (E) 10" DIP with (N) 10" Main along Miramontes Point Road. Material of new pipe to be determined.



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

**Legend**

- ⊗ Gate Valve
- ⊙ Fire Hydrant
- Water Line
- Limit of Improvements



**Notes**

1. All locations are approximate.

**Project Scope of Work**  
 Miramontes Point Road Water Main  
 Replacement Project  
 Coastside County Water District

Half Moon Bay, California  
 June 2021  
 C1-095



**Figure 1**

Path: X:\B80108\Maps\proposals\2021\MiramontesPoint\_proposal.mxd

Proposal/Agreement Date: **22 June 2021**

EKI Proposal/Project # **C1-095**

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

**2 January 2021**

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	295
Principal Engineer-Scientist	285
Supervising I, Engineer-Scientist	275
Supervising II, Engineer-Scientist	265
Senior I, Engineer-Scientist	255
Senior II, Engineer-Scientist	245
Associate I, Engineer-Scientist	235
Associate II, Engineer-Scientist	221
Engineer-Scientist, Grade 1	206
Engineer-Scientist, Grade 2	194
Engineer-Scientist, Grade 3	178
Engineer-Scientist, Grade 4	159
Engineer-Scientist, Grade 5	139
Engineer-Scientist, Grade 6	123
Technician	112
Senior GIS Analyst	144
CADD Operator / GIS Analyst	128
Senior Administrative Assistant	141
Administrative Assistant	111
Secretary	92

**Direct Expenses**

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus ten percent (10%).

CADD Computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.



## **STAFF REPORT**

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

**From: Mary Rogren, General Manager**

**Agenda: July 13, 2021**

### **Report**

**Date: July 9, 2021**

**Subject: Fiscal 2020-2021 Year-End Financial Results - Preliminary**

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### **Recommendation:**

Information Only.

### **Background:**

The attached Period Budget Analysis summarizes preliminary results for the Fiscal Year ending June 30, 2021. The results include preliminary estimates of year-end expense accruals but exclude depreciation, year-end audit and other adjustments to be finalized by December 2021. Key highlights include:

- Year-to-date operating revenue is \$1,000,000 or 8.2% above budget. Water sales were above plan primarily due to higher raw water use, non-residential irrigation, and agricultural use given the dry water year. In addition, the District experienced minimal decreases in non-residential use due to COVID.
- Year to date non-operating revenue is \$339,000 or 24% above budget, including:
  - \$250,000 higher county tax receipts
  - \$140,000 higher ERAF refund
  - Also includes offsets of (\$26,000) lower interest and (\$25,000) due to no late penalties charged during the pandemic.
- Year-to-date operating expenses are \$7,000 or .1% above budget. Key budget variances include:
  - (\$605,000) purchased water from SFPUC due to higher water sales than plan and inability to utilize local sources due to drought conditions.
  - (\$80,000) accrual for bad debt (anticipating uncollectible water bills.)
  - \$265,000 salary savings due to open positions not filled during the pandemic.
  - \$105,000 benefit savings due to open positions.
  - \$117,000 savings in operations and maintenance expenses (in both treatment and distribution.)
  - \$ 38,000 electricity savings offset at Denniston WTP (due to limited use.)
  - \$ 42,000 savings in consulting services.



**STAFF REPORT**

**Agenda: July 13, 2021**

**Subject: FY 2020-2021 Preliminary Financial Review**

**Page Two**

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- \$41,000 insurance savings, including \$34,000 refund for low claims experience.
  - \$77,000 other savings including election expenses and meetings/seminars.
- 
- Contributions to the Capital Improvement Program and Reserves are \$4,777,000 versus a plan of \$3,426,000.

Capital Improvement Plan (CIP):

CIP Spend totaled \$2,968,000 against an approved plan of \$3,640,000 plus a plan of \$1,550,000 of carryover projects from the prior fiscal year.

The District will commence construction of the Nunes Water Treatment Plant (WTP) Improvement Project in August 2021. This \$9,000,000 project will be executed over two years and will provide extensive rehabilitation and upgrades to over 25% of the Nunes facility and will serve the District's customers for several decades into the future. (The Nunes WTP was originally built in 1981 and upgraded in 1992.)

Cash Balance

The current cash balance as of June 30, 2021 is \$10,864,000 vs. \$9,289,000 as of June 30, 2020.

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**

**Preliminary**

**For Fiscal Year Ending 6/30/2021**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>YTD BUDGET</b>	<b>YTD ACTUAL</b>	<b>Variance Favorable (Unfavorable)</b>	<b>% Variance</b>
<b>OPERATING REVENUE</b>					
1-0-4120-00	Water Revenue -All Areas	12,368,134.00	13,367,246.87	999,112.87	8.1%
1-0-4170-00	Water Taken From Hydrants	50,000.00	68,539.97	18,539.97	37.1%
<b>TOTAL OPERATING REVENUE</b>		<b>12,418,134.00</b>	<b>13,435,786.84</b>	<b>1,017,652.84</b>	<b>8.2%</b>
<b>NON-OPERATING REVENUE</b>					
1-0-4180-00	Late Notice -10% Penalty	25,000.00	(2.89)	(25,002.89)	-100.0%
1-0-4230-00	Service Connections	10,000.00	12,475.33	2,475.33	24.8%
1-0-4920-00	Interest Earned	56,250.00	29,777.13	(26,472.87)	-47.1%
1-0-4930-00	Tax Apportionments/Cnty Checks	750,000.00	1,000,314.24	250,314.24	33.4%
1-0-4950-00	Miscellaneous Income	7,000.00	428.48	(6,571.52)	-93.9%
1-0-4955-00	Cell Site Lease Income	179,000.00	183,866.68	4,866.68	2.7%
1-0-4965-00	ERAF REFUND -County Taxes	375,000.00	514,573.85	139,573.85	37.2%
<b>TOTAL NON-OPERATING REVENUE</b>		<b>1,402,250.00</b>	<b>1,741,432.82</b>	<b>339,182.82</b>	<b>24.2%</b>
<b>TOTAL REVENUES</b>		<b>13,820,384.00</b>	<b>15,177,219.66</b>	<b>1,356,835.66</b>	<b>9.8%</b>
<b>OPERATING EXPENSES</b>					
1-1-5130-00	Water Purchased	2,341,560.00	2,946,484.91	(604,924.91)	-25.8%
1-1-5230-00	Pump Exp, Nunes T P	41,000.00	43,375.35	(2,375.35)	-5.8%
1-1-5231-00	Pump Exp, CSP Pump Station	350,000.00	368,180.18	(18,180.18)	-5.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	21,000.00	23,274.12	(2,274.12)	-10.8%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	43,000.00	33,735.35	9,264.65	21.5%
1-1-5234-00	Pump Exp. Denniston	110,000.00	58,184.70	51,815.30	47.1%
1-1-5242-00	CSP Pump Station Operations	16,500.00	4,271.63	12,228.37	74.1%
1-1-5243-00	CSP Pump Station Maintenance	37,000.00	22,082.21	14,917.79	40.3%
1-1-5246-00	Nunes T P Operations	90,000.00	75,211.46	14,788.54	16.4%
1-1-5247-00	Nunes T P Maintenance	125,000.00	131,367.01	(6,367.01)	-5.1%
1-1-5248-00	Denniston T.P. Operations	55,000.00	18,048.74	36,951.26	67.2%
1-1-5249-00	Denniston T.P. Maintenance	132,000.00	114,202.35	17,797.65	13.5%
1-1-5250-00	Laboratory Services	75,000.00	62,451.69	12,548.31	16.7%
1-1-5260-00	Maintenance -General	348,500.00	329,033.51	19,466.49	5.6%
1-1-5261-00	Maintenance -Well Fields	30,000.00	36,459.10	(6,459.10)	-21.5%
1-1-5263-00	Uniforms	10,000.00	9,149.15	850.85	8.5%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5318-00	Studies/Surveys/Consulting	150,000.00	127,065.10	22,934.90	15.3%
1-1-5321-00	Water Resources	26,000.00	4,473.94	21,526.06	82.8%
1-1-5322-00	Community Outreach	58,400.00	43,819.16	14,580.84	25.0%
1-1-5381-00	Legal	100,000.00	124,544.05	(24,544.05)	-24.5%
1-1-5382-00	Engineering	66,000.00	75,121.44	(9,121.44)	-13.8%
1-1-5383-00	Financial Services	22,000.00	12,156.00	9,844.00	44.7%
1-1-5384-00	Computer Services	211,500.00	210,160.76	1,339.24	0.6%
1-1-5410-00	Salaries/Wages-Administration	1,223,311.00	1,008,179.28	215,131.72	17.6%
1-1-5411-00	Salaries & Wages -Field	1,501,400.00	1,451,807.82	49,592.18	3.3%
1-1-5420-00	Payroll Tax Expense	191,701.00	163,376.38	28,324.62	14.8%
1-1-5435-00	Employee Medical Insurance	511,400.00	466,765.61	44,634.39	8.7%
1-1-5436-00	Retiree Medical Insurance	69,562.00	58,857.98	10,704.02	15.4%
1-1-5440-00	Employees Retirement Plan	496,240.00	474,248.56	21,991.44	4.4%
1-1-5445-00	Supplemental Retirement 401a	35,000.00	36,007.20	(1,007.20)	-2.9%
1-1-5510-00	Motor Vehicle Expense	75,000.00	69,500.41	5,499.59	7.3%
1-1-5620-00	Office Supplies & Expense	363,500.00	434,226.94	(70,726.94)	-19.5%
1-1-5625-00	Meetings / Training / Seminars	33,000.00	11,314.34	21,685.66	65.7%
1-1-5630-00	Insurance	159,000.00	118,119.62	40,880.38	25.7%
1-1-5687-00	Membership, Dues, Subscript.	85,100.00	74,500.76	10,599.24	12.5%
1-1-5688-00	Election Expenses	30,000.00	9,311.95	20,688.05	69.0%
1-1-5689-00	Labor Relations	6,000.00	0.00	6,000.00	100.0%
1-1-5700-00	San Mateo County Fees	25,000.00	29,030.98	(4,030.98)	-16.1%
1-1-5705-00	State Fees	36,500.00	30,094.70	6,405.30	17.5%
<b>TOTAL OPERATING EXPENSES</b>		<b>9,301,174.00</b>	<b>9,308,194.45</b>	<b>(7,020.45)</b>	<b>-0.1%</b>
<b>CAPITAL ACCOUNTS</b>					
1-1-5712-00	Debt Svc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	335,825.00	335,825.40	(0.40)	0.0%
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	323,357.00	323,356.50	0.50	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	433,567.00	433,182.49	384.51	0.1%
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>1,092,749.00</b>	<b>1,092,364.39</b>	<b>384.61</b>	<b>0.0%</b>
<b>TOTAL EXPENSES</b>		<b>10,393,923.00</b>	<b>10,400,558.84</b>	<b>(6,635.84)</b>	<b>-0.1%</b>
<b>CONTRIBUTION TO CIP/RESERVES</b>		<b>3,426,461.00</b>	<b>4,776,660.83</b>		

## ***STAFF REPORT***

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

**From:** Mary Rogren, General Manager

**Agenda:** July 13, 2021

### **Report**

**Date:** July 6, 2021

**Subject:** Consider Approval of Resolution 2021-05 Establishing Appropriations Limit Applicable to District During Fiscal Year 2021/2022

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### **Recommendation:**

Adopt Resolution establishing appropriations limit applicable to District during Fiscal Year 2021/2022.

### **Background:**

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. Last year, the Board of Directors adopted the appropriations limit applicable during FY 2020/2021. The District has obtained data from the State Department of Finance concerning inflation and population changes from which the limit for the upcoming fiscal year has been calculated. The calculations are shown on the following page.

### **Fiscal Impact:**

Because the appropriations limit is far in excess of the amount of “proceeds of taxes” available to the District, the increase will not have any effect upon the District’s budget this year or in the foreseeable future.

**RESOLUTION NO. 2021 - 05**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE COASTSIDE COUNTY WATER DISTRICT  
ESTABLISHING THE APPROPRIATIONS LIMIT  
APPLICABLE TO THE DISTRICT DURING FISCAL YEAR 2021-2022**

WHEREAS, by Resolution No. 2020-03, the Board of Directors established the appropriations limit applicable to the District during Fiscal Year 2020-2021 as \$6,714,190; and

WHEREAS, Article XIII B of the California Constitution and Sections 7902(b) and 7910 of the Government Code require that each local agency subject thereto establish by resolution the appropriations limit applicable during Fiscal Year 2021-2022 by applying to the limit for Fiscal Year 2020-2021 the factors, as issued by the California Department of Finance, reflecting changes in population and per capita personal income; and

WHEREAS, the calculations showing the application of those factors were made available for public review at least fifteen days prior to the date hereof; and

WHEREAS, the applicable factors are as follows: (1) the change in the California per capita personal income was 5.73%, and (2) the applicable change in population from January 1, 2020 to January 1, 2021 was -0.75%.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastsides County Water District that the appropriations limit for Fiscal Year 2021-2022 is hereby established as \$7,045,671.

PASSED AND ADOPTED this 13th day of July 2021, by the following vote of the Board:

AYES:

NOES:

ABSENT:

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Glenn Reynolds, President,  
Board of Directors

ATTEST:

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Mary Rogren, General Manager  
Secretary of the Board of Directors

## **COASTSIDE COUNTY WATER DISTRICT**

### **NOTICE OF DETERMINATION OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021 - 2022**

State law (Section 7910 of the Government Code) requires each local government agency to determine during each fiscal year the appropriations limit pursuant to Article XIII B of the California Constitution applicable during the following fiscal year. The limit must be adopted at a regularly scheduled meeting or a noticed special meeting and the documentation used in determining the limit must be made available for public review fifteen days prior to such meeting.

Set out below is the methodology proposed to be used to calculate the Fiscal Year 2021-2022 appropriations limit for the District. The limit as set forth below will be considered and adopted at the meeting of the Board of Directors on July 13, 2021.

1. Appropriations limit for Fiscal Year 2020 - 2021	\$6,714,190
2. Population change (January 1, 2020 - January 1, 2021)	-0.75%
3. Change in California per capita personal income Fiscal Year 2020 – 2021	5.73%
4. Fiscal Year 2021 - 2022 adjustment factor (1.0573 x 0.9925)	1.04937025
5. Fiscal Year 2021 - 2022 appropriations limit (\$6,714,190 x 1.04937025)	\$7,045,671

Dated: May 26, 2021

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** July 13, 2021

### **Report**

**Date:** July 9, 2021

**Subject:** Approval of Water Service Agreement between Coastside County Water District and Giusti Family LLC.

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### **Recommendation:**

Approve the attached Water Service Agreement ("Agreement") between Coastside County Water District ("District") and Giusti Family LLC ("Applicant") related to the Applicant's proposed Farm Labor Housing Project to be located at 1800 Higgins Canyon Road (Parcel #064-370-210).

### **Background:**

The Applicant has an existing one-inch water meter at the corner of Higgins Canyon Road and Main Street that is within the District's service area and that has been in place since the 1960's. The Applicant has utilized this meter since the 1960's for the 1800 Higgins Canyon Road parcel (the "Property") which is outside the District's service and jurisdictional boundaries. The Applicant intends to construct new farm labor housing units on the Property.

Pursuant to the District's Coastal Development Permit for the El Granada Pipeline Replacement Project, the District is prohibited from providing additional or new water service outside the District's jurisdictional boundaries. While the District can provide water service to the existing water connection consistent with the meter's current capacity, the District cannot provide water service that exceeds the current capacity.

The Agreement provides that the District will provide water service to the existing water meter under the terms, conditions, and limitations set forth in the Agreement. The terms include that water usage may not exceed the capacity of the existing one-inch meter. The District's responsibility ends at the existing meter. The applicant is solely responsible for conveying water from the existing meter and distributing the water to the Property, ensuring adequate pressure and fire protection, and obtaining all approvals that may be required for the infrastructure and facilities downstream of the meter, including the Farm Labor Housing Project. The agreement also includes indemnity and insurance requirements.

The County of San Mateo has reviewed and approved the Agreement.

***STAFF REPORT***

**Agenda: July 13, 2021**

**Subject: Water Service Agreement Giusti Family LLC.**

**Page Two**

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**Fiscal Impact:**

None. Applicant is responsible for all costs and fees associate with obtaining all necessary approvals.



**WATER SERVICE AGREEMENT**  
**GIUSTI FARM LABOR HOUSING**

THIS WATER SERVICE AGREEMENT ("Agreement") is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021, between COASTSIDE COUNTY WATER DISTRICT ("District"), and GIUSTI FAMILY LLC ("Applicant").

**RECITALS**

This Agreement is entered into with regard to the following facts and circumstances.

A. District is a public agency organized under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water for domestic purposes within San Mateo County.

B. Applicant is the owner of real property known as 1800 Higgins Canyon Road, County of San Mateo, which consists of the following Assessor's Parcel Number: 064-370-210 ("Property"). The Property is located outside the District's jurisdictional boundaries. Applicant intends to construct four new farm labor housing units, fire turnaround, a new septic system, and three new 5,000-gallon water tanks on the Property ("Farm Labor Housing Project"). On November 18, 2020, the San Mateo County Planning Commission approved this proposed Farm Labor Housing Project. The Property is shown on Exhibit A.

C. Applicant has an existing one-inch water connection installed within the Higgins Canyon Road right of way near the corner of Main Street, which has been in place since the 1960s ("Existing Water Connection"). The Existing Water Connection is a one-inch water meter that is located within the District's service boundary and is currently served by the District. The location of the Existing Water Connection also is shown on Exhibit A.

D. Applicant has requested that the District provide water service to the Property through the Existing Water Connection which will include the Farm Labor Housing Project.

E. In order for the Applicant to use water provided through the Existing Water Connection, the Applicant may need to upgrade, redevelop, or install additional infrastructure to deliver the water to the Property, which will include the Farm Labor Housing Project, including through those parcels owned by the County of San Mateo and the Peninsula Open Space Trust (“POST”).

F. The District’s Coastal Development Permit for the El Granada Pipeline Replacement Project prohibits the District from providing additional or new water service outside the District’s jurisdictional boundaries. Therefore, while the District can provide water service to the Existing Water Connection consistent with the current capacity of the Existing Water Connection, the District cannot provide water service that exceeds the current capacity of the Existing Water Connection.

G. The District will provide water service to Applicant through Existing Water Connection at its current location on the terms, conditions, and limitations set forth in this Agreement. Applicant will be solely responsible for conveying water from the Existing Water Connection to the Property, distributing the water throughout the Property, which will include the Farm Labor Housing Project, ensuring adequate pressure and fire protection, and obtaining all approvals that may be required for the infrastructure and facilities downstream of the Existing Water Connection. The District’s responsibility for water service ends at the Existing Water Connection.

H. Applicant will pay all costs and expenses associated with obtaining all required approvals and with providing water service to the Farm Labor Housing Project on the Property.

### **AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing and recitals and the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. **PROVISION OF WATER SERVICE**

Provided Applicant performs all of its obligations under this Agreement, including obtaining all necessary written approvals from the County of San Mateo, County Health Department, Coastside Fire Protection District, and Local Agency Formation Commission, District will provide water service in accordance with the District's *General Regulations Regarding Water Service*, dated December 10, 2019, through the Existing Water Connection for the Property, which will include the Farm Labor Housing Project. Applicant's water usage through the Existing Water Connection may not exceed the peak flows for the capacity of the Existing Water Connection, which is 50 gallons per minute. Full performance of and compliance with each and every term of this Agreement by Applicant is a condition precedent to water service by District to the Existing Water Connection, which will include the Farm Labor Housing Project.

2. **DEFAULT & REMEDY.**

District may discontinue water service to the Existing Water Connection if Applicant fails to cure a default of any provision of this Agreement within notice and cure periods provided in this Section 2. Applicant will be in default hereunder if Applicant fails to perform or comply with any covenant, agreement or condition contained in this Agreement and does not cure that failure within the period of thirty (30) days after receipt of a written notice of default from the District (or if such default is of a nature which cannot reasonably be cured within such thirty (30) day period, then if the Applicant does not cure such failure within such longer period of time, but not exceeding ninety (90) days, provided that the Applicant undertakes in good faith to commence such cure within thirty (30) days after receipt of a written notice of default and diligently prosecutes such cure to completion).

3. **WATER SERVICE CONNECTION**

The water service connection will consist solely of the Existing Water Connection.

The Applicant has installed a backflow preventer on the downstream side of the Existing Water Connection that previously has been approved by the District. The Applicant

shall maintain the backflow preventer in accordance with the District's Backflow Ordinance and Regulations and in good working condition at all times.

The water service connection shall only be used to provide water to the Property.

**4. PAYMENT OF COSTS, FEES AND CHARGES**

A. Costs Associated with Necessary Approvals. Applicant shall be responsible for obtaining all approvals that may be necessary for serving water to the Farm Labor Housing Project and the Property, including, but not limited to, approvals from the County of San Mateo, County Health Department, Coastside Fire Protection District, and Local Agency Formation Commission. Applicant shall be responsible for all costs and fees associated with obtaining all necessary approvals. If the District's assistance is needed to obtain any necessary approvals, District will provide reasonable assistance; *provided, however*, that the Applicant shall pay all costs and fees actually incurred by District in providing such assistance, including District staff time and labor, consultant fees, legal fees, filing and application fees, environmental fees, and all other costs and fees actually incurred. If requested, Applicant shall deposit with the District the estimated fees and costs the District will incur to assist Applicant to obtain necessary approvals before the District provides any assistance to Applicant. Applicant will pay the amount due to the District for incurred or estimated costs and fees within thirty (30) days from the date the Applicant receives the District's invoice. District shall refund Applicant any unused portion of the amount paid by Applicant as estimated fees and costs.

B. Meter Charge and Water Usage Charge. Applicant agrees that Applicant will pay the monthly base charge for Existing Water Connection, and will pay the quantity charge for all water provided to Applicant through the Existing Water Connection.

**5. SIZING OF INTERIOR PLUMBING**

When water is supplied by District, it is Applicant's responsibility to ensure that water pressure at all fixture units downstream of the Existing Water Connection in the Farm Labor Housing Project is sufficient; District shall have no responsibility to inspect the installation of interior plumbing fixtures or piping or any water system facilities downstream of the Existing Water Connection.

Applicant agrees to indemnify, defend and hold harmless the District, its directors, officers, employees, and agents, against any and all claims, demands, causes of action, or liability of whatever nature arising out of or resulting from low pressure at any of the plumbing fixtures or facilities downstream of the Existing Water Connection.

**6. WATER SERVICE FACILITIES**

All elements of any water distribution system that are downstream from the Existing Water Connection, such as the backflow preventer and pipelines to convey water to the Property, will not be owned, operated, or maintained by the District. The Applicant is responsible for ensuring that the Applicant's water distribution system and related facilities are properly installed, operated, maintained, and repaired, and in compliance with all applicable state, county and District laws and regulations. Applicant must perform annual testing, maintenance and repairs of the backflow preventer.

**7. INDEMNITY**

A. District shall not be responsible or held liable in any manner whatsoever for any injury or damage which may be done to any person or property (or other loss or liability) arising from the performance or failure to perform the obligations set forth in this Agreement, or arising from the water service, or lack of water service, to the Farm Labor Housing Project or to the Property.

B. Applicant, on its behalf and on behalf of its successors in interest, hereby agrees to waive any claims against District arising from or related to the events and activities described in Subsection A, above, and to indemnify, defend and hold harmless the District, its directors, officers, employees, and agents, with legal counsel acceptable to the District, from and against any and all liability for the death of or injury to any person and for the loss of or damage to any property (including the loss of its use) which may arise from such events and activities; *provided, however*, that the waiver of liability and indemnity set forth herein expressly excludes all liability arising from the District's sole gross negligence, fraud, or willful misconduct arising from the quality or condition of water provided to the point of the Existing Water Connection.

The agreements contained in this paragraph shall survive the performance of the remainder of this Agreement and shall remain in full force and effect notwithstanding such performance.

## **8. INSURANCE**

A. Applicant shall, at its cost, maintain in full force and effect for as long as this Agreement remains in effect and the District provides water to the Existing Water Connection, a policy or policies of liability insurance, as follows:

1. Bodily and personal injury liability in an amount not less than One Million Dollars (\$1,000,000.00) per person and Two Million dollars (\$2,000,000.00) per occurrence; and

2. Property damage liability insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

Such policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by reason of acts done or omitted to be done under this Agreement and shall further insure District against any and all costs and expenses, including attorneys' fees, which District may incur in resisting any claim which may be made against District for any such injury or damage.

B. Each such policy shall:

1. be issued by an insurance company or companies qualified to do business in California and approved in writing by District;

2. name District, its Directors, officers, agents and employees, as additional insureds;

3. specify that it acts as Primary Insurance; the insurer being liable thereunder for the full amount of any loss up to and including the total limit of liability without right of contribution from any insurance effected by District;

4. provide that the policy shall not be cancelled or altered without thirty (30) days' prior written notice to District; and

5. otherwise be in form reasonably satisfactory to District.

C. Copies of Certificates of Insurance satisfactory to District shall be delivered to District at least ten (10) days prior to commencement of water service to the Farm Labor Housing Project and annually thereafter. In the event of a dispute regarding Applicant's insurance coverage, Applicant shall provide copies of the required insurance policies upon request by the District.

## **9. FIRE PROTECTION**

Applicant is solely responsible for obtaining all permits and approvals, and complying with all federal, state, and local laws and regulations pertaining to providing fire protection to the Farm Labor Housing Project. Applicant has engaged a qualified civil engineer to perform the computer hydraulic network analysis of the Applicant's water distribution system and fire protection service requirements. Applicant is solely responsible for ensuring that Applicant's water distribution system meets all fire flow requirements and fire code requirements. The District is not able to provide fire service.

## **10. POST CONSENT AND EASEMENTS**

Applicant agrees that it is responsible for obtaining all easements and property rights necessary for conveying water from the Existing Water Connection to the Farm Labor Housing Project and the Property, including from the County of San Mateo for the use of the Higgins Canyon Road right of way and from POST. Applicant also must provide the District with written consent from POST that POST has no rights to the existing one-inch connection or to water provided from the existing one-inch connection. Applicant shall have sole responsibility in connection with any allegations or claims from POST or any other party that they have rights to the existing one-inch connection or water provided through that connection.

11. **DISTRICT REGULATIONS**

Applicant shall at all times abide by and faithfully observe any and all District ordinances, resolutions, rules and regulations presently in effect and applicable to the provision of water through the Existing Water Connection, including current fee schedules, or which may hereafter be enacted or amended from time to time, including but not limited to the District's *General Regulations Regarding Water Service*, dated December 10, 2019, and the District's *Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials* (codified through Resolution No. 2003-11, ~~2004~~)

12. **ASSIGNMENT**

Applicant shall have the right to transfer its rights, interests, and obligations under this Agreement only in connection with the conveyance of its right, title, and interest in and to the Property. No such assignment shall be valid or binding on the District unless the assignee executes a written instrument, in form and substance approved by District, which approval shall not be unreasonably withheld, conditioned, or delayed, assuming all of Applicant's obligations under this Agreement ("Assumption Agreement"). Upon conveyance of the Property and delivery to the District of an Assumption Agreement executed by the transferee, Applicant shall be released from its obligations to District under this Agreement.

13. **NOTICE**

Any notice required by this Agreement shall be satisfied by a notice in writing, either delivered personally or sent by regular or certified mail, postage prepaid, and addressed as follows:

District: Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019  
Attention: Mary Rogren, General Manager

Applicant: Giusti Family LLC  
1145 Verde Road  
Half Moon Bay, CA 94019  
Attention: John Giusti



14. **CONSTRUCTION OF AGREEMENT**

Both parties have participated in preparing this Agreement. This Agreement shall be construed reasonably and not in favor of or against either party hereto on the grounds that one party prepared the Agreement.

15. **ENTIRE AGREEMENT**

This Agreement, including the Exhibits which are hereby incorporated by reference, contains the entire agreement between the parties hereto. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist.

16. **APPLICABLE LAW**

This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California. Except as expressly provided for herein, this Agreement is not intended to, and does not, modify the District's rights to exercise the legislative discretion accorded to it by the laws of California. Any lawsuit related to this Agreement shall be commenced and prosecuted in the County of San Mateo, State of California.

17. **AMENDMENT**

Any amendment hereof, including any oral modification allegedly supported by new consideration, shall not be effective unless reduced to a writing signed by both parties.

18. **AUTHORIZED SIGNATURE**

The individuals whose names are subscribed to this Agreement represent that they are authorized to act on behalf of the party for whom they sign.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

COASTSIDE COUNTY WATER DISTRICT

GIUSTI FAMILY LLC

By: \_\_\_\_\_  
President, Board of Directors

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

DRAFT

**EXHIBIT A**

Map/Drawing of Property  
and  
Existing One-Inch Water Connection

EXHIBIT A

Location of Property



Higgins Canyon Rd

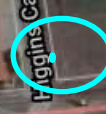
Higgins Canyon Rd

Higgins Canyon Rd

Higgins Canyon Rd

Main St

Location of Existing Water Meter



## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** July 13, 2021

### **Report**

**Date:** July 9, 2021

**Subject:** General Manager's Report

---

### **Recommendation:**

Information Only.

### **Certification of the District's Risk and Resiliency Assessment ("RRA") with the Environmental Protection Agency (EPA)**

America's Water Infrastructure Act of 2018 ("AWIA") requires all community water systems serving populations greater than 3,300 persons to assess the risks to and resiliency of its system. The RRA must be certified with the EPA by June 30, 2021, and must include the following elements:

- Risk to the system from malevolent acts and natural hazards,
- Resilience of the infrastructure, including SCADA/cyber resilience,
- The monitoring practices of the system,
- The financial infrastructure of the system,
- The use, storage, or handling of various chemicals by the system, and
- The operation and maintenance of the system.

District Staff with the assistance of Launch Consulting Inc. conducted the Risk and Resiliency Assessment in compliance with the ANSI/AWWA J100 standard and successfully certified the RRA with the EPA by the mandated June 30, 2021 date.

### **COVID-19 Update**

On June 17, Cal-OSHA approved updates to its COVID-19 Emergency Temporary Standards to reflect the state's latest COVID-19 public health guidance. These updates became law immediately given Governor Newsom's executive order. As required by law, the District updated and distributed a COVID-19 Prevention Program (CPP) document to District employees.

## **MONTHLY REPORT**

**To:** Mary Rogren, General Manager  
**From:** James Derbin, Superintendent of Operations  
**Agenda:** July 13, 2021  
**Report**  
**Date:** July 6, 2021

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### **Monthly Highlights**

- Staff has made significant progress with the brush mower in the SFPUC watershed
- Fire break maintenance at District Facilities continues
- Hydrants replaced at:
  - Patrick Way/Stonepine Rd.
  - 494 El Granada Blvd.
- Denniston seasonal maintenance
- Motor replacement Nunes caustic pump #2
- Darin Sturdivan passed his D3 exam

### **Sources of Supply**

- **June Source:**
  - Crystal Springs

### **Projects**

- Staff certified the District's American Water Infrastructure Act (AWIA) Risk and Resilience Assessment (RRA) with the EPA. Emergency Response Plan due in December.
- Nunes Water Treatment Plant Improvement Project pre-construction meeting scheduled for 7/14/21. RFI process has begun.
- Valve truck will be ready for final inspection and pickup at the end of July
- EKI
  - 100% design on Pilarcitos creek water main crossing replacement complete. Biological Resources Evaluation (BRE) from WRA received and forwarded to City Planning staff for review and posting for required public comment period which ends on August 2, 2021.
  - Grandview/Hwy 1 crossing design underway, 75% complete
- HDR
  - Half Moon Bay Tank 3 replacement project - evaluating size/location/cost scenarios

## STAFF REPORT

**To:** Board of Directors  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** July 13, 2021  
**Report:** July 1, 2021  
**Subject:** Water Resources Informational Report

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### 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](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.

## 2020 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 2020.

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 2020 CCR was delivered to customers on June 23<sup>rd</sup>.

The CCR was posted on the District's website on June 18th 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](http://www.coastsidewater.org/wqr)  
Spanish: [www.coastsidewater.org/wqr-spa](http://www.coastsidewater.org/wqr-spa)

The District sent an electronic newsletter on June 29th advertising the availability of the CCR. It has also been posted on social media (Twitter, Facebook, Instagram) platforms. There have had seven requests to-date for printed copies of the report to be mailed to customers.

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, 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.





Coasts County  
Water District

**2020**

**WATER QUALITY REPORT**  
**INFORME DE CALIDAD DEL AGUA**

We are pleased to report that in 2020  
your tap water met all state and federal  
drinking water health standards

*Nos complace informar que en 2020  
su agua del grifo cumplió con todos  
los estándares estatales y federales  
de agua potable*



Coasts County Water District  
766 Main Street  
Half Moon Bay CA 94019-1925

View your 2020 Water Quality Report  
and learn more about your drinking water at  
<http://www.coastswater.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 2020 Informe Anual de Calidad del Agua  
esta disponible para leer y aprender mas de  
su agua potable en  
<http://www.coastswater.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.  
Si le gustaría recibir una copia de este reporte en Español, favor  
de llamar al Coasts County Water District, y le enviaremos una  
copia por correo.