

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 14, 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 September 14, 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=aEpRcFlnaHdQM21PSEJQWjNiN09TQT09>

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.

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 August 31, 2021:
Claims: \$761,970.08; Payroll: \$184,854.33 for a total of \$946,824.41 ([attachment](#))
➤ *August 2021 Monthly Financial Claims reviewed by and approved by Director Coverdell*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of August 10, 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-August 2021 ([attachment](#))
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. Transfer Approved for August 2021([attachment](#))
- J. SFPUC Hydrological Report for July 2021 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Discussion and Consideration of Potential Drought Rates Consistent with Water Shortage Contingency Plan ([attachment](#))
- B. Water Shortage Advisory and Public Outreach Update ([attachment](#))
- C. Nunes Water Treatment Plant Improvement Project Update ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

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

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

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

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
08/05/2021	29771	ADP, INC.	\$ 722.00
08/05/2021	29772	ANLA ASSOCIATES, INC.	\$ 1,500.00
08/05/2021	29773	COMCAST	\$ 256.82
08/05/2021	29774	FEDAK & BROWN LLP	\$ 3,125.00
08/05/2021	29775	HASSETT HARDWARE	\$ 730.59
08/05/2021	29776	HERC RENTALS, INC.	\$ 820.81
08/05/2021	29777	HUE & CRY, INC.	\$ 694.00
08/05/2021	29778	IRVINE CONSULTING SERVICES, INC.	\$ 959.00
08/05/2021	29779	MASS MUTUAL FINANCIAL GROUP	\$ 1,979.19
08/05/2021	29780	MONSTER TREE SERVICE OF THE COAST, INC.	\$ 14,500.00
08/05/2021	29781	VERIZON CONNECT NWF, INC.	\$ 175.24
08/05/2021	29782	REPUBLIC SERVICES	\$ 571.76
08/05/2021	29783	STANDARD INSURANCE COMPANY	\$ 558.89
08/05/2021	29784	TPX COMMUNICATIONS	\$ 2,145.66
08/05/2021	29785	VALIC	\$ 4,980.00
08/05/2021	29786	US BANK NA	\$ 1,970.73
08/13/2021	29787	AIR & TOOL ENGINEERING CO.	\$ 2,075.10
08/13/2021	29788	HEALTH BENEFITS ACWA-JPIA	\$ 45,844.20
08/13/2021	29789	BFI OF CALIFORNIA, INC.	\$ 122.20
08/13/2021	29790	EKI INC.	\$ 33,334.57
08/13/2021	29791	ELDORADO FORKLIFT COMPANY	\$ 1,750.00
08/13/2021	29792	ALBERT FONG	\$ 250.40
08/13/2021	29793	GEO BLUE CONSULTING, INC.	\$ 3,804.50
08/13/2021	29794	GLADWELL GOVERNMENTAL SERVICES, INC.	\$ 390.00
08/13/2021	29795	HANSONBRIDGETT. LLP	\$ 3,322.50
08/13/2021	29796	HDR ENGINEERING, INC	\$ 34,746.04
08/13/2021	29797	JESSE MACK COMPANY INC.	\$ 16,406.25
08/13/2021	29798	PACIFIC GAS & ELECTRIC CO.	\$ 68,354.92
08/13/2021	29799	RAY A MORGAN COMPANY INC.	\$ 917.66
08/13/2021	29800	ROGUE WEB WORKS, LLC	\$ 667.20
08/13/2021	29801	SAN FRANCISCO WATER DEPT.	\$ 331,502.46
08/13/2021	29802	TRI COUNTIES BANK	\$ 5,670.67
08/24/2021	29803	HDR ENGINEERING, INC	\$ 57,366.34
08/24/2021	29804	MILLER SPATIAL SERVICES, LLC	\$ 25,000.00
08/24/2021	29805	PACIFICA COMMUNITY TV	\$ 300.00
08/24/2021	29806	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$ 1,090.00
08/24/2021	29807	SIMMS PLUMBING & WATER EQUIP, INC.	\$ 372.73
08/24/2021	29808	ANALYTICAL ENVIRONMENTAL SERVICES	\$ 2,125.00
08/24/2021	29809	ANDREINI BROS. INC.	\$ 3,890.26
08/24/2021	29810	AT&T MOBILTY	\$ 43.24
08/24/2021	29811	AT&T	\$ 698.93
08/24/2021	29812	BADGER METER, INC.	\$ 66.00
08/24/2021	29813	BALANCE HYDROLOGICS, INC	\$ 4,037.84
08/24/2021	29814	BAY ALARM COMPANY	\$ 1,287.84
08/24/2021	29815	BFI OF CALIFORNIA, INC.	\$ 2,236.29
08/24/2021	29816	BIG CREEK LUMBER	\$ 24.37
08/24/2021	29817	CATHLEEN BRENNAN	\$ 431.52
08/24/2021	29818	CALCON SYSTEMS, INC.	\$ 6,643.76
08/24/2021	29819	CALIFORNIA SERVICE TOOL, INC.	\$ 129.10
08/24/2021	29820	CHEMTRADE CHEMICALS US LLC	\$ 2,600.64
08/24/2021	29821	PETTY CASH	\$ 156.70
08/24/2021	29822	CORE & MAIN LP	\$ 11,456.71
08/24/2021	29823	JAMES COZZOLINO, TRUSTEE	\$ 200.00
08/24/2021	29824	DATAPROSE, LLC	\$ 3,924.45
08/24/2021	29825	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$ 221.86
08/24/2021	29826	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$ 920.84

08/24/2021	29827	ELDORADO FORKLIFT COMPANY	\$	1,938.85
08/24/2021	29828	GRAINGER, INC.	\$	923.48
08/24/2021	29829	HACH CO., INC.	\$	678.83
08/24/2021	29830	HMB BLDG. & GARDEN INC.	\$	924.12
08/24/2021	29831	COASTSIDE NEWS GROUP, INC.	\$	1,403.00
08/24/2021	29832	HUE & CRY, INC.	\$	24.00
08/24/2021	29833	IRON MOUNTAIN	\$	1,108.80
08/24/2021	29834	IRVINE CONSULTING SERVICES, INC.	\$	4,736.66
08/24/2021	29835	JOHN T. DAVIDSON	\$	738.40
08/24/2021	29836	GLENNA LOMBARDI	\$	91.00
08/24/2021	29837	MASS MUTUAL FINANCIAL GROUP	\$	1,979.19
08/24/2021	29838	MISSION UNIFORM SERVICES INC.	\$	206.82
08/24/2021	29839	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	455.00
08/24/2021	29840	MTA PARTS, INC.	\$	468.32
08/24/2021	29841	OFFICE DEPOT	\$	422.43
08/24/2021	29842	PAULO'S AUTO CARE	\$	82.55
08/24/2021	29843	FERGUSON ENTERPRISES, INC.	\$	348.98
08/24/2021	29844	PSI WATER TECHNOLOGIES, INC	\$	2,858.84
08/24/2021	29845	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$	6,296.25
08/24/2021	29846	RAY A MORGAN COMPANY INC.	\$	917.66
08/24/2021	29847	SAN MATEO CTY PUBLIC HEALTH LAB	\$	918.00
08/24/2021	29848	STATE WATER RESOURCES CONTROL BD	\$	55.00
08/24/2021	29849	STETSON ENGINEERS, INC.	\$	1,131.00
08/24/2021	29850	TEAMSTERS LOCAL UNION #856	\$	1,318.00
08/24/2021	29851	JAMES TETER	\$	480.00
08/24/2021	29852	UNDERGROUND SERVICE ALERT OF NORTHERN CALIFORNIA AND NEVADA	\$	672.57
08/24/2021	29853	UNIVAR SOLUTIONS USA INC.	\$	1,402.50
08/24/2021	29854	UPS STORE	\$	66.88
08/24/2021	29855	USA BLUE BOOK	\$	539.10
08/24/2021	29856	VALIC	\$	4,980.00
08/24/2021	29857	VERIZON WIRELESS	\$	2,309.12
08/24/2021	29858	JUAN CARLOS SALAZAR	\$	3,080.00
08/24/2021	29859	RAYMOND WINCH	\$	236.20
08/24/2021	29860	WRA, INC.	\$	7,590.75
08/25/2021	29861	RECORDER'S OFFICE	\$	23.00
08/30/2021	29862	CA DEPARTMENT OF TRANSPORTATION, DISTRICT 4	\$	492.00
		SUBTOTAL CLAIMS FOR MONTH	\$	761,970.08

WIRE PAYMENTS



Coastside County Water District

Monthly Budget Report

Account Summary

For Fiscal: 2021-2022 Period Ending: 08/31/2021

	August Budget	August Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	1,276,584.00	1,324,698.48	48,114.48	3.77 %	2,559,084.00	2,642,558.40	83,474.40	3.26 %	13,387,000.00
	Total RevType: 1 - Operating:	1,276,584.00	1,324,698.48	48,114.48	3.77 %	2,559,084.00	2,642,558.40	83,474.40	3.26 %	13,387,000.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,333.00	6,936.17	2,603.17	60.08 %	8,666.00	12,042.74	3,376.74	38.97 %	52,000.00
1-4180-00	Late Notice - 10% Penalty	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	50,000.00
1-4230-00	Service Connections	833.00	3,142.35	2,309.35	277.23 %	1,666.00	3,142.35	1,476.35	88.62 %	10,000.00
1-4920-00	Interest Earned	4,687.00	1,200.17	-3,486.83	-74.39 %	9,375.00	2,400.34	-6,974.66	-74.40 %	56,250.00
1-4930-00	Tax Apportionments/County Checks	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	780,000.00
1-4950-00	Miscellaneous Income	0.00	2,500.00	2,500.00	0.00 %	0.00	6,611.78	6,611.78	0.00 %	7,000.00
1-4955-00	Cell Site Lease Income	15,300.00	15,507.64	207.64	1.36 %	30,600.00	30,952.28	352.28	1.15 %	184,000.00
1-4965-00	ERAF Refund - County Taxes	175,000.00	359,746.81	184,746.81	105.57 %	175,000.00	359,746.81	184,746.81	105.57 %	400,000.00
	Total RevType: 2 - Non-Operating:	200,153.00	389,033.14	188,880.14	94.37 %	225,307.00	414,896.30	189,589.30	84.15 %	1,539,250.00
	Total Revenue:	1,476,737.00	1,713,731.62	236,994.62	16.05 %	2,784,391.00	3,057,454.70	273,063.70	9.81 %	14,926,250.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	362,135.00	328,587.46	33,547.54	9.26 %	724,270.00	677,197.55	47,072.45	6.50 %	2,321,721.00
1-5230-00	Nunes T P Pump Expense	4,000.00	4,294.53	-294.53	-7.36 %	8,000.00	9,254.53	-1,254.53	-15.68 %	44,800.00
1-5231-00	CSP Pump Station Pump Expense	55,000.00	71,503.17	-16,503.17	-30.01 %	115,000.00	120,925.17	-5,925.17	-5.15 %	342,000.00
1-5232-00	Other Trans. & Dist Pump Expense	2,600.00	1,776.36	823.64	31.68 %	5,200.00	4,127.36	1,072.64	20.63 %	23,000.00
1-5233-00	Pilarcitos Canyon Pump Expense	700.00	668.02	31.98	4.57 %	1,400.00	814.02	585.98	41.86 %	36,000.00
1-5234-00	Denniston T P Pump Expense	1,000.00	673.57	326.43	32.64 %	2,000.00	2,163.57	-163.57	-8.18 %	64,000.00
1-5242-00	CSP Pump Station Operations	1,600.00	514.37	1,085.63	67.85 %	3,200.00	1,526.37	1,673.63	52.30 %	17,000.00
1-5243-00	CSP Pump Station Maintenance	3,400.00	328.13	3,071.87	90.35 %	6,400.00	1,656.26	4,743.74	74.12 %	38,000.00
1-5246-00	Nunes T P Operations - General	8,000.00	6,152.46	1,847.54	23.09 %	16,000.00	13,064.98	2,935.02	18.34 %	92,500.00
1-5247-00	Nunes T P Maintenance	10,700.00	5,827.63	4,872.37	45.54 %	21,400.00	14,014.27	7,385.73	34.51 %	128,400.00
1-5248-00	Denniston T P Operations-General	3,000.00	580.17	2,419.83	80.66 %	4,000.00	941.98	3,058.02	76.45 %	56,500.00
1-5249-00	Denniston T.P. Maintenance	7,000.00	6,727.36	272.64	3.89 %	14,000.00	8,460.91	5,539.09	39.56 %	135,600.00
1-5250-00	Laboratory Expenses	5,500.00	5,082.89	417.11	7.58 %	11,750.00	9,191.89	2,558.11	21.77 %	77,000.00
1-5260-00	Maintenance - General	30,000.00	50,611.80	-20,611.80	-68.71 %	60,000.00	89,922.14	-29,922.14	-49.87 %	358,000.00
1-5261-00	Maintenance - Well Fields	1,000.00	0.00	1,000.00	100.00 %	2,000.00	0.00	2,000.00	100.00 %	30,800.00
1-5263-00	Uniforms	3,100.00	311.44	2,788.56	89.95 %	6,200.00	311.44	5,888.56	94.98 %	10,300.00
1-5318-00	Studies/Surveys/Consulting	10,000.00	11,746.25	-1,746.25	-17.46 %	20,000.00	21,746.25	-1,746.25	-8.73 %	154,000.00
1-5321-00	Water Resources	2,300.00	0.00	2,300.00	100.00 %	4,600.00	0.00	4,600.00	100.00 %	26,700.00

Monthly Budget Report

For Fiscal: 2021-2022 Period Ending: 08/31/2021

		August Budget	August Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00	Community Outreach	8,000.00	300.00	7,700.00	96.25 %	16,000.00	300.00	15,700.00	98.13 %	60,000.00
1-5325-00	Water Shortage Program	0.00	819.92	-819.92	0.00 %	0.00	4,747.68	-4,747.68	0.00 %	0.00
1-5381-00	Legal	8,333.00	4,322.50	4,010.50	48.13 %	16,666.00	12,322.50	4,343.50	26.06 %	100,000.00
1-5382-00	Engineering	5,650.00	4,555.52	1,094.48	19.37 %	11,300.00	9,262.49	2,037.51	18.03 %	67,800.00
1-5383-00	Financial Services	0.00	0.00	0.00	0.00 %	2,000.00	3,125.00	-1,125.00	-56.25 %	22,600.00
1-5384-00	Computer Services	17,700.00	16,827.39	872.61	4.93 %	35,400.00	30,806.19	4,593.81	12.98 %	217,300.00
1-5410-00	Salaries/Wages-Administration	98,450.00	86,602.76	11,847.24	12.03 %	196,900.00	174,011.52	22,888.48	11.62 %	1,181,400.00
1-5411-00	Salaries & Wages - Field	130,000.00	137,038.21	-7,038.21	-5.41 %	260,000.00	263,310.51	-3,310.51	-1.27 %	1,666,000.00
1-5420-00	Payroll Tax Expense	16,000.00	15,268.27	731.73	4.57 %	32,000.00	31,598.64	401.36	1.25 %	206,700.00
1-5435-00	Employee Medical Insurance	44,000.00	41,536.87	2,463.13	5.60 %	88,000.00	84,993.15	3,006.85	3.42 %	542,100.00
1-5436-00	Retiree Medical Insurance	5,000.00	4,968.68	31.32	0.63 %	10,000.00	8,772.01	1,227.99	12.28 %	63,900.00
1-5440-00	Employees Retirement Plan	42,500.00	56,623.71	-14,123.71	-33.23 %	85,000.00	100,643.22	-15,643.22	-18.40 %	518,600.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
1-5510-00	Motor Vehicle Expense	6,425.00	5,266.19	1,158.81	18.04 %	12,850.00	11,782.39	1,067.61	8.31 %	77,100.00
1-5620-00	Office & Billing Expenses	28,000.00	32,378.37	-4,378.37	-15.64 %	56,000.00	54,082.11	1,917.89	3.42 %	328,500.00
1-5625-00	Meetings / Training / Seminars	2,750.00	2,848.53	-98.53	-3.58 %	5,500.00	3,028.53	2,471.47	44.94 %	33,000.00
1-5630-00	Insurance	13,500.00	11,727.25	1,772.75	13.13 %	27,000.00	23,454.50	3,545.50	13.13 %	163,300.00
1-5687-00	Membership, Dues, Subscript.	7,200.00	4,333.89	2,866.11	39.81 %	14,400.00	19,353.81	-4,953.81	-34.40 %	87,400.00
1-5689-00	Labor Relations	500.00	0.00	500.00	100.00 %	1,000.00	0.00	1,000.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	1,400.00	0.00	1,400.00	100.00 %	1,400.00	0.00	1,400.00	100.00 %	25,700.00
1-5705-00	State Fees	0.00	0.00	0.00	0.00 %	0.00	493.00	-493.00	0.00 %	37,500.00
Total ExpType: 1 - Operating:		946,443.00	920,803.67	25,639.33	2.71 %	1,896,836.00	1,811,405.94	85,430.06	4.50 %	9,396,221.00
ExpType: 4 - Capital Related										
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	271,045.00	271,044.86	0.14	0.00 %	335,825.00
1-5716-00	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	236,795.00	236,794.72	0.28	0.00 %	322,895.00
1-5717-00	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	435,168.00
Total ExpType: 4 - Capital Related:		0.00	0.00	0.00	0.00 %	507,840.00	507,839.58	0.42	0.00 %	1,093,888.00
Total Expense:		946,443.00	920,803.67	25,639.33	2.71 %	2,404,676.00	2,319,245.52	85,430.48	3.55 %	10,490,109.00
Report Total:		530,294.00	792,927.95	262,633.95		379,715.00	738,209.18	358,494.18		4,436,141.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
August 31, 2021**

<u>RESERVE BALANCES</u>	Current Year as of 8/31/2021	Prior Year as of 8/31/2020
CAPITAL AND OPERATING RESERVE	\$11,172,395.90	\$8,598,262.87
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$11,422,395.90	\$8,848,262.87

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$6,103,959.33	\$3,485,539.64
CSP T & S ACCOUNT	\$32,081.31	\$120,603.59
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,449.51	\$19,447.53
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,266,105.75	\$5,221,872.11
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$11,422,395.90	\$8,848,262.87

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

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

8/31/2021

* Approved June 2020

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

Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	0%	
-------	---	---------	-----------	--	-----------	------	----	--

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000		\$ 140,000	\$ -	0%	
99-01	Meter Change Program	ongoing	\$ 20,000		\$ 20,000	\$ -	0%	

Pipeline Projects

14-27/20-08	Grandview Pipeline Replacement Project	in design	\$ 1,650,000	\$ 15,160	\$ 1,650,000	\$ -	0%	
						\$ -		

Pump Stations / Tanks / Wells

08-14	Alves Tank Rehabilitation/Replacement Design	TBD	\$ 300,000			\$ 300,000	n/a	Not planned for FY2021/22
08-16	Cahill Tank Rehabilitation	TBD	\$ 125,000			\$ 125,000	n/a	Delayed to FY2022/23
20-16	Denniston Tank Rehabilitation	TBD	\$ 125,000			\$ 125,000	n/a	Delayed to FY2022/23
19-05	Tanks - THM Control	Ongoing	\$ 50,000		\$ 50,000	\$ -	0%	

Water Supply Development

14-25	Denniston/San Vicente Water Supply Development	ongoing	\$ 300,000	\$ 7,294	\$ 300,000	\$ -	n/a	
-------	--	---------	------------	----------	------------	------	-----	--

Water Treatment Plants

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 2,900,000	\$ 241,468	\$ 4,000,000	\$ (1,100,000)	0%	Construction started August 2021
-------	---	--------------	--------------	------------	--------------	----------------	----	----------------------------------

UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2021/2022

NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
22-01	Miramontes Point Road Water Main Replacement	in design		2,549	150,000			

NEW FY2020/2021 CIP TOTAL \$ 5,760,000 \$ 266,471 \$ 6,460,000 \$ (550,000)

FY2019/2020 CIP Carryover Projects

20-07	District Office Improvements	in process	\$ 120,000	\$ 13,862	\$ 120,000	\$ -	60%	Hardscape to start summer 2021
14-01	Highway 92 - Replacement of Welded Steel Line-Phase 1	open	\$ 700,000	11,527	\$ 700,000	\$ -	0%	
	Valve truck	Completed	\$ 75,361	\$ 75,361	\$ 75,361	\$ -	100%	Valve truck - Delivered in July 2021 - \$225K total price
22-05	Planning Software	open	\$ 60,000		\$ 100,000	\$ (40,000)	0%	Approved at August 2021 BOD meeting
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower)	In CEQA	\$ 700,000	\$ 8,605	\$ 700,000	\$ -	D-100%	CEQA in process
14-01	Highway 92 - Replacement of Welded Steel Line-Design	Open	\$ 100,000		\$ 100,000	\$ -	0%	for engineering design only

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

8/31/2021

* Approved June 2020

	Status	Approved* CIP Budget FY21/22	To Date FY21/22	Projected Year-End FY21/22	Variance vs. Budget	% Completed	Project Status/ Comments	
21-07	Carter Hill Tank Improvement Project	In design	\$ 580,000	\$ 40,678	\$ 580,000	\$ -	n/a	Design in process - will continue into Fiscal Year 2021/22

FY2020/2021 CARRYOVER PROJECTS		\$ 2,335,361	\$ 150,033	\$ 2,375,361	\$ (40,000)		
---------------------------------------	--	---------------------	-------------------	---------------------	--------------------	--	--

Green = approved by the Board/in process

TOTAL - FY 2021/2022 CIP + PRIOR YEAR CARRYOVER		\$ 8,095,361	\$ 416,504	\$ 8,835,361	\$ (590,000)		
--	--	---------------------	-------------------	---------------------	---------------------	--	--

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	LABOR & EMPLOYMENT	Election (CVRA)	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
Aug-20	13,125	1,715		270						15,110
Sep-20	10,699			759						11,458
Oct-20	6,655			313	3,351					10,319
Nov-20	8,517			287	2,049	1,260				12,113
Dec-20	10,460			243	265					10,968
Jan-21	12,336			592		1,628				14,556
Feb-21	7,733			589	355					8,677
Mar-21	17,385			180	1,662	407				19,633
Apr-21	11,122			1,609	1,319					14,050
May-21	10,870			709		407				11,986
Jun-21	7,659			752	588					8,999
Jul-21	3,323									3,323
TOTAL	119,883	1,715	0	6,302	9,589	3,702	0	0	0	141,190

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

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Sep-20	480		169	649	169
Oct-20	480		1,494	1,974	1,494
Nov-20	480		845	1,325	845
Dec-20	480		169	649	169
Jan-21	480		3,042	3,522	3,042
Feb-21	480		2,028	2,508	2,028
Mar-21	480		3,380	3,860	3,380
Apr-21	480			480	
May-21	480		169	649	169
Jun-21	480		1,352	1,832	1,352
Jul-21	480	896	3,042	4,418	3,042
Aug-21	480				3,042
TOTAL	5,760	896	15,690	21,866	18,732

Calcon T&M Projects Tracking

8/31/2021

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/20	Project Billings FY2020-2021
Closed Projects:							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Clarifier SCADA Data	Closed	4/2/14	4/7/14	\$4,125.00	\$ 4,077.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	\$2,009.50	\$ -	
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	\$75,905.56	\$ 44,459.14	
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	\$37,953.00	\$ 27,980.71	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	\$1,370.00	\$ 1,372.00	
CAL-15-01	Main Street Monitors	Closed				\$ 6,779.42	
CAL-15-02	Denniston To Do List	Closed				\$ 2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			\$6,612.50	\$ 12,536.12	
CAL-15-04	Phase II Control System Upgrade	Closed	6/23/2015	8/11/2015	\$195,000.00	\$ 202,227.50	
CAL-15-05	Permanganate Water Flow	Closed				\$ 1,567.15	
CAL-16-04	Radio Network	Closed	12/9/2016	1/10/2017	\$126,246.11	\$ 139,200.68	
CAL-16-05	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	
	CSP Main Breaker						
CAL-19-04	SCADA Systems		10/15/2019	10/15/2019	\$104,000.00	\$ 114,250.00	
	Spare 350/500 Pumps					\$ 3,327.09	
	CSP Main Breaker					\$ 5,220.00	
Closed Projects - Subtotal (pre FY2019-2021)					\$960,319.86	\$1,102,049.95	

FY 2020-2021 Open Projects:

Open Projects - Subtotal	\$0.00	\$0.00	\$0.00
---------------------------------	--------	--------	--------

Other: Maintenance

Tanks	\$ 24,807.00
Crystal Springs Maintenance	\$ 1,639.94
Nunes Maintenance	\$ 40,431.46
Denniston Maintenance	\$ 31,023.87
Distribution System	\$ 51,757.43
Wells	
Cellular Telemetry	\$ 2,567.26

Subtotal Maintenance	\$ 152,226.96
----------------------	---------------

FINAL TOTAL FY 2020/21	\$ 152,226.96
-------------------------------	----------------------

EKI Environment & Water
Engineering Services Billed Through August 31, 2021

	Contract Date	Not to Exceed Budget	Status	FY 2018-2019	FY 2019-2020	FY2020-2021	FY2021-2022
CIP Project Management							
Fiscal Year 2018-2019	10.19.2018	\$ 25,000.00	Complete				
Fiscal Year 2018-2019	1.14.2019	\$ 40,000.00	Complete				
Fiscal Year 2018-2019	3.12.2019	\$ 75,000.00	Complete				
Fiscal Year 2019-2020	7.29.2019	\$ 180,000.00	Open	\$ 123,410.00	\$ 104,108.97	\$ 1,138.80	
Pipeline Projects (Ferdinand) - T2		\$ 2,000.00		\$ 18,220.42	\$ 13,476.55		
Tank Seismic Projects - T3				\$ 16,676.92	\$ 19,249.53		
Hydraulic Modeling - T4				\$ (4,385.04)	\$ 20,570.20		
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00				\$ 67,075.84	\$ 3,575.52
Sub Total - CIP Project Management Services		\$ 422,000.00		\$ 163,452.66	\$ 157,405.25	\$ 68,214.64	\$ 3,575.52

Project Name	Contract	Contract Date	Budget	Status	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
Highway 1 South Pipeline Replacement Project	16-02	9.20.2018	\$ 25,000.00	Complete	\$ 17,680.45			
Ferdinand Avenue Pipeline Replacement Design	14-31	2.12.2019	\$ 29,000.00	Complete	\$ 27,824.37	\$ 1,169.10		
Casa Del Mar Main Replacement (Phase 1) and Grand Boulevard Pipeline/PRV Loop Design	14-32	2.12.2019	\$ 28,500.00	Complete	\$ 27,297.34	\$ 1,195.22		
Denniston Culvert Replacement and Paving Project Design	18-13	7.1.2019	\$ 16,400.00	Complete	\$ 804.96	\$ 21,296.34		
Denniston Culvert Replacement-Engineering Services during Construction	18-13	7.8.2020	\$ 48,800.00	Complete			\$ 47,647.17	
Construction Inspection Services for Ferdinand Avenue Water Main Replacement Project	14-31	7.1.2019	\$ 32,300.00	Complete		\$ 32,300.00		
Pine Willow Oak Water Main Replacement Project	18-01	7.29.2019	\$ 69,700.00	Complete		\$ 49,906.63	\$ 4,991.74	
Grandview Water Main Replacement Project (Design, Bid Support, construction support)	14-27	7.29.2019	\$ 56,100.00	Open		\$ 42,095.19	\$ 5,144.36	
Grandview Crossing at Hwy 1		2.9.2021	\$ 156,500.00	Open			\$ 73,285.99	\$ 14,668.39
Pilarcitos Creek Crossing Water Main Replacement Preliminary Design	13-02	8.27.2019	\$ 104,600.00	Complete		\$ 95,332.59	\$ 1,226.50	
Pilarcitos Creek Crossing Water Main Replacement Design	13-02	7.14.2020	\$ 82,900.00	Open			\$ 39,343.06	\$ 1,014.00
Grandview/Silver/Terrace/Spindrift Under Hwy 1 PreDesign	20-08	10.15.2019	\$ 59,600.00	Complete		\$ 18,217.30	\$ 40,597.27	
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Open				\$ 11,527.36
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 116,800.00	Open				\$ 2,549.30

Total - All Services

\$ 1,273,000.00 \$ 237,059.78 \$ 418,917.62 \$ 280,450.73 \$ 33,334.57

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday August 10, 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 August 10, 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 - Vice-President Bob Feldman called the meeting to order at 7:00 p.m. participating in roll call via Zoom Video Conference: Directors John Muller, Ken Coverdell, and Chris Mickelsen. President Glenn Reynolds was not in attendance at the meeting.

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.

Jonathan Sutter, P.E., of EKI Environment & Water, Inc. was identified as participants in the meeting.

Members of the public: Michelle Dragony.

2) PLEDGE OF ALLEGIANCE

3) PUBLIC COMMENT - There were no public comments.

4) CONSENT CALENDAR

- A. Approval of disbursements for the month ending July 31, 2021:
Claims: \$1,615,862.93; Payroll: \$175,482.19 for a total of \$1,791,345.12
- B. Acceptance of Financial Reports
- C. Approval of Minutes of July 13, 2021, Regular Board of Directors Meeting
- D. Approval of Minutes of July 13, 2021, Special Board of Directors Meeting

- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report-July 2021
- H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- I. Monthly Rainfall Reports
- J. SFPUC Hydrological Report for the Month of June 2021

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

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

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

5) MEETINGS ATTENDED/DIRECTOR COMMENTS

Director Coverdell commented on a resident, Chad Hooker, being concerned about backflow prevention piping in front of commercial buildings. Mr. Hooker stated they were unsightly and thought they were at risk of being damaged. Director Coverdell suggested the topic of the backflow piping as a possible future agenda item.

Director Mickelsen shared a newspaper article (Modesto Bee, August 4, 2021) he received from BAWSCA regarding the State Water Resources Board’s curtailment orders to stop some diversions from rivers and to deal with the severe water shortages.

6) GENERAL BUSINESS

A. Overview of 2019-2020 Storage Tanks Studies and Hydraulic Model and Carter Hill Tank Design Update

Ms. Rogren gave a brief overview of the 2019-2020 Storage Tank studies and then turned the meeting over to Jonathan Sutter from EKI Environment and Water, Inc. (EKI). At the July 14, 2020, Board of Director’s Meeting, Mr. Sutter presented an overview of the 2019-2020 Storage Tank Studies and the District’s Hydraulic Model.

At the request of a few Board members for more information about the District’s overall tank plan, Jon Sutter reviewed what he presented at the July 14, 2020, Board meeting. A lengthy discussion ensued.

Ms. Rogren also provided an update on the Carter Hill Tank Design project and the work that HDR has done to date. Ms. Rogren highlighted the need for Verizon to relocate their equipment in order for the work to be completed.

B. Water Shortage Advisory and Drought Outreach Update. Request for Voluntary 15 Percent Reduction in Water Consumption

Ms. Brennan summarized the drought by explaining that the District is currently in Stage 1 of the Water Shortage Contingency Plan - "Water Shortage Advisory". SFPUC's request for voluntary reduction in water use aligns with Governor Newsom's July 8th Executive Order that calls on all Californians to voluntarily reduce their water use by 15 percent from calendar year 2020. Ms. Brennan also presented a timeline of milestones and a list of outreach efforts completed by Staff in July to inform customers of the drought conditions.

Staff is working with Raftelis Financial Consultants, Inc. to develop a drought rate study.

C. Authorize the General Manager to Enter into a Subscription Service Agreement for Accela (SaaS) Civic Application for Building and to Enter Into a Professional Services Agreement with Silver Lining Solutions LLC for Implementation of the Accela (SaaS) Civic Application for Building

Staff said that there was a change in the recommendation in the staff report. It now reads 1) Enter a three-year license (Qty:5) agreement with Accela for the Civic Platform (SaaS) Building Application for a total of \$42,558.75 and successful negotiations of the services agreement in a final form acceptable to the General Manager (Attachment B), and 2) Execute a professional services agreement with Silver Lining solutions, LLC for the implementation Accela (SaaS) Civic Platform Building Application on a time and materials basis for \$52,985.20.

Ms. Brennan summarized the agreements with Accela and Silver Lining Solutions, LLC. Since 2019, Staff has been actively working to find a solution that would make the processing of plan reviews more efficient for staff and more transparent for the applicant and the District's partners. At present the workflow is manual with the use of spreadsheets and emails for tracking projects. The District also has a need for a secure web portal through which large files can be uploaded and downloaded. The Staff recommends Accela as a workflow management system for the planning and building review processes.

ON MOTION BY Director Muller and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to: 1) Enter a Three Year license (Qty:5) Agreement with Accela for the Civic Platform (SaaS) Building Application for a Total of \$42,558.75 and Successful Negotiations of the Services Agreement in a Final Form Acceptable to the General Manager (Attachment B) and 2) Execute a Professional Services Agreement with Silver Lining

Solutions, LLC for the Implementation of Accela (SaaS) Civic Platform Building Application on a Time and Materials Basis for \$52,985.20.

Director Muller	Aye
Director Coverdell	Aye
Director Michelsen	Aye
Vice-President Feldman	Aye

D. Purchase of a Green Climber Slope Mower

Mr. Derbin highlighted the benefits of purchasing the Green Climber Slope Mower. At the March 9, 2021, Board of Director's Meeting, the Board authorized the rental of the Green Climber Slope Mower for brush clearing on a 4-month trial basis. Staff has found the equipment to be very useful and safe in maintaining fire breaks/easements inside SFPUC's watershed, at various tank sites, and at the Nunes WTP and Denniston WTP. The District is now at the end of the 4-month rental period and recommends purchasing the equipment.

ON MOTION BY Director Coverdell and seconded by Director Muller, the Board voted by roll call vote to authorize the General Manager to purchase a Green Climber Slope Mower and trailer from the Jesse Mack Company, for \$105,215.63.

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

E. Resolution Amending the Coastside County Water District Personnel Manual Regarding Certification Pay Program

Ms. Rogren explained the minimum certifications that District Distribution and Treatment staff are required to maintain. Operators who achieve higher level certifications than the minimum have demonstrated they are able to offer a higher level of expertise in solving complex problems at the District. As a way to increase employee retention, District management would like to recognize and reward employees who seek higher certifications by increasing the certification pay for Grade Level "3" and higher. In addition, staff also recommends an increase in the Spanish Language Proficiency certification pay.

ON MOTION BY Director Muller and seconded by Director Coverdell, the Board voted by roll call vote to adopt the Resolution 2021-06 Amending the Coastside County Water District Personnel Manual to be effective September 1, 2021.

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

F. Nunes Water Treatment Plant Improvement Project Update

Mr. Derbin gave an update on the Nunes WTP Improvement Project. Since this project is one of the District's largest ever undertaken and will span approximately 2 years, staff will be giving updates at the monthly Board of Director's meetings. This significant and comprehensive project will provide extensive rehabilitation and upgrades to over 25% of the Nunes Facility and will serve the District's customers for several decades into the future. Mr. Derbin noted that the kick-off Preconstruction meeting was held by Freyer and Laureta, Inc. on July 14, 2021. Ranger Pipelines, Inc. will begin mobilizing at the Nunes WTP in mid-August.

7) MONTHLY INFORMATION REPORTS

A. General Manager's Report

Ms. Rogren informed the Board that the Pilarcitos draft IS/MND was posted on the State CEQA Clearinghouse website on August 5. The 30-day public noticing period will end September 4, 2021. District staff anticipates that a public hearing will be held at the November 9, 2021, Board of Director's meeting.

B. Superintendent of Operations Report

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

8) DIRECTOR AGENDA ITEMS-REQUESTS FOR FUTURE BOARD MEETINGS

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

9) ADJOURNMENT-The Board Meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Bob Feldman, Vice-President
Board of Directors

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

FY 2022 Meters

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

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													
HMB Priority													
County Non-Priority	2	3											5
County Priority													
Total	2	3											5

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	65.93	65.93	4.60	61.33
AUG	0.00	0.00	0.00	0.00	61.90	61.90	3.95	57.95
SEPT								0.00
OCT								0.00
NOV								0.00
DEC								0.00
JAN								0.00
FEB								0.00
MAR								0.00
APR								0.00
MAY								0.00
JUN								0.00
TOTAL	0.00	0.00	0.00	0.00	127.83	127.83	8.55	119.28
% MONTHLY TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	6.4%	93.6%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	6.7%	93.3%

CCWD vs SFPUC- month 0.0%

CCWD vs SFPUC- annual 0.0%

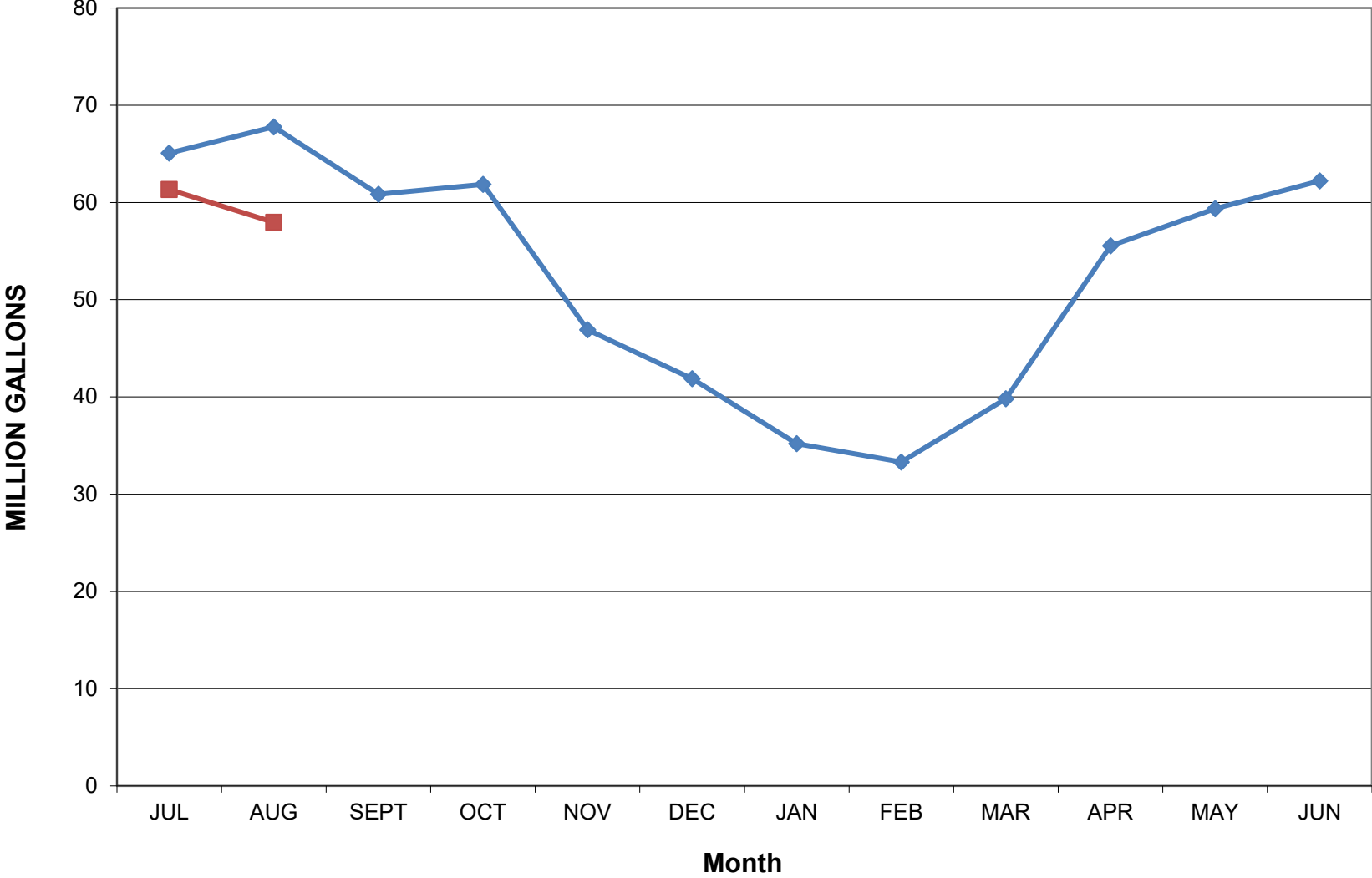
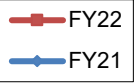
12 Month Running Treated Total

616.15

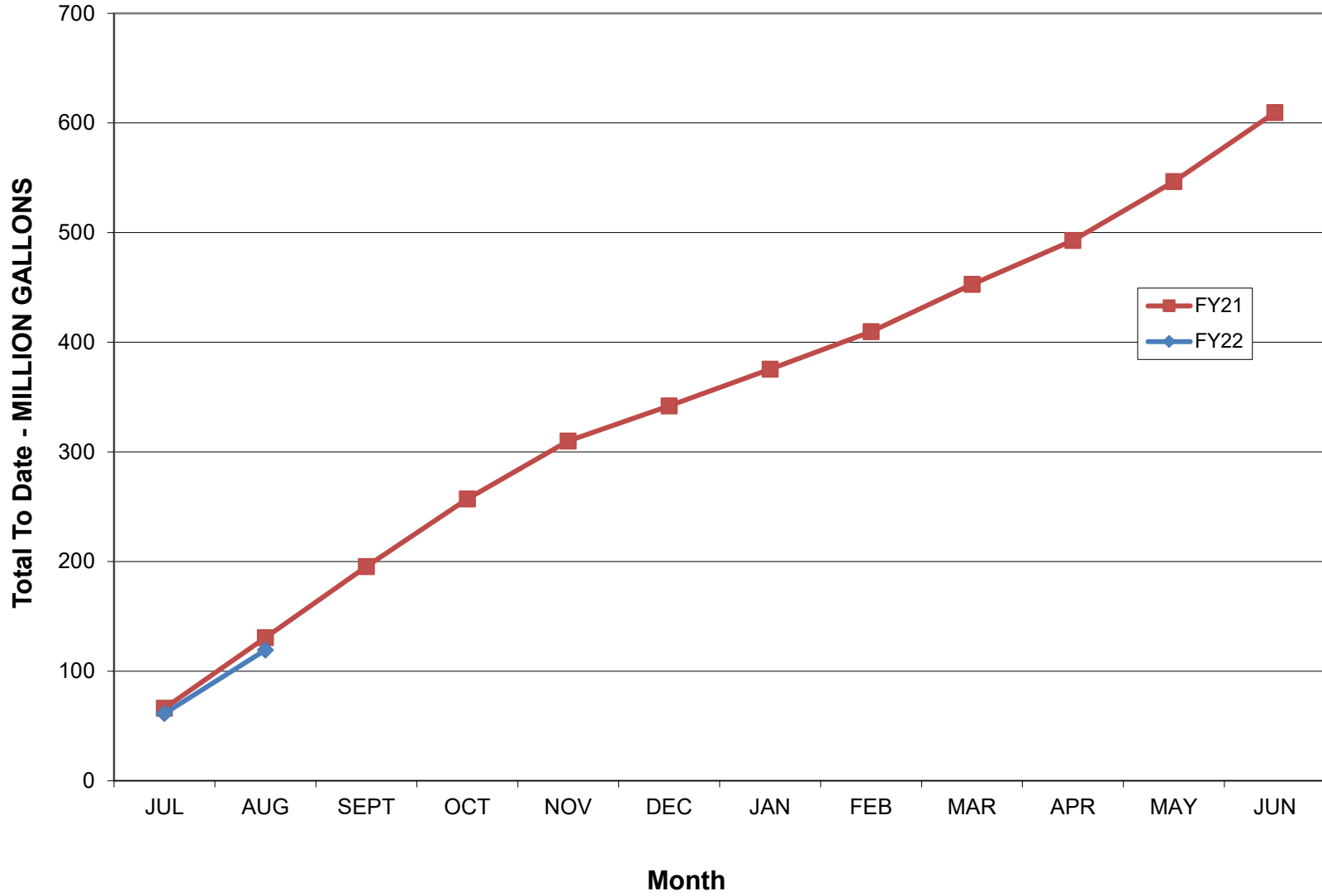
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2021

	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
TOTAL	9.05	78.51	47.48	110.49	417.36	662.89	33.17	629.71
% TOTAL	1.4%	11.8%	7.2%	16.7%	63.0%	100.0%	5.00%	0.0%

Monthly Production FY 21 vs FY 22



Cumulative Production FY21 vs FY22



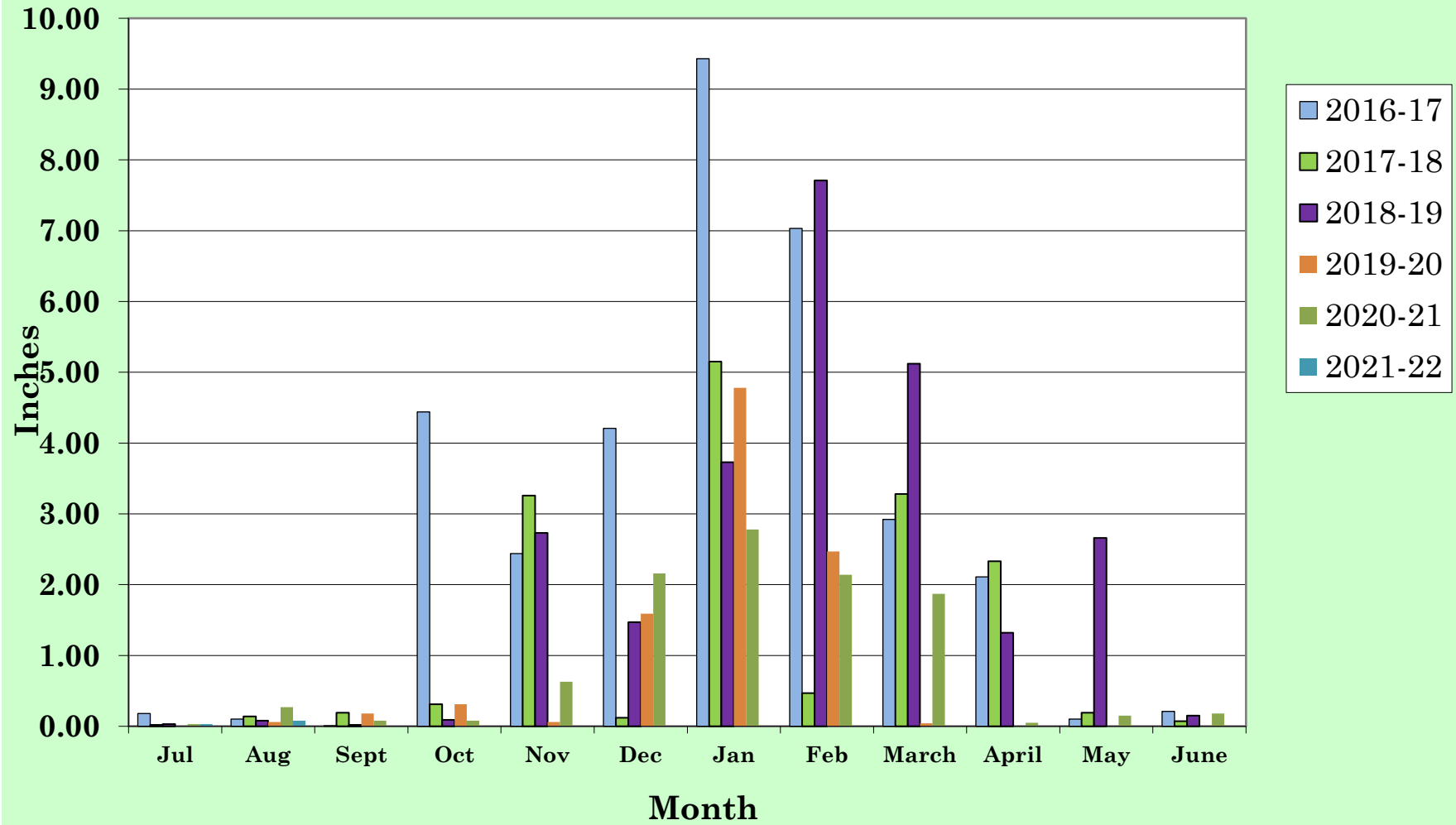
MONTH		Aug-21				
Coastside County Water District Monthly Discharge Report						
EMERGENCY MAIN AND SERVICE REPAIRS						
	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (MG)
1	8/5/2021	8/5/21	10 Pear Orchard Way	Main	6" DI	0.0200
2	8/9/2021	8/10/2021	838 Sonora Ave	Main	6" CI	0.0005
3	8/22/2021	8/23/2021	420 Purisima Way	Main	2" Galv	0.0001
4	8/24/2021	8/25/2021	236 Valdez Ave	Main	6" DI	0.0001
5	8/30/2021	8/31/2021	2912 Champs Elysee Blvd	Main	6" DI	0.0120
6						
7						
8						
Totals						0.0327

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.035
Reservoir Cleaning	
Automatic Blowoffs	0.128
Dewatering Operations	
Other (includes flow testing)	0.000
DISCHARGES GRAND TOTAL (MG)	
0.163	

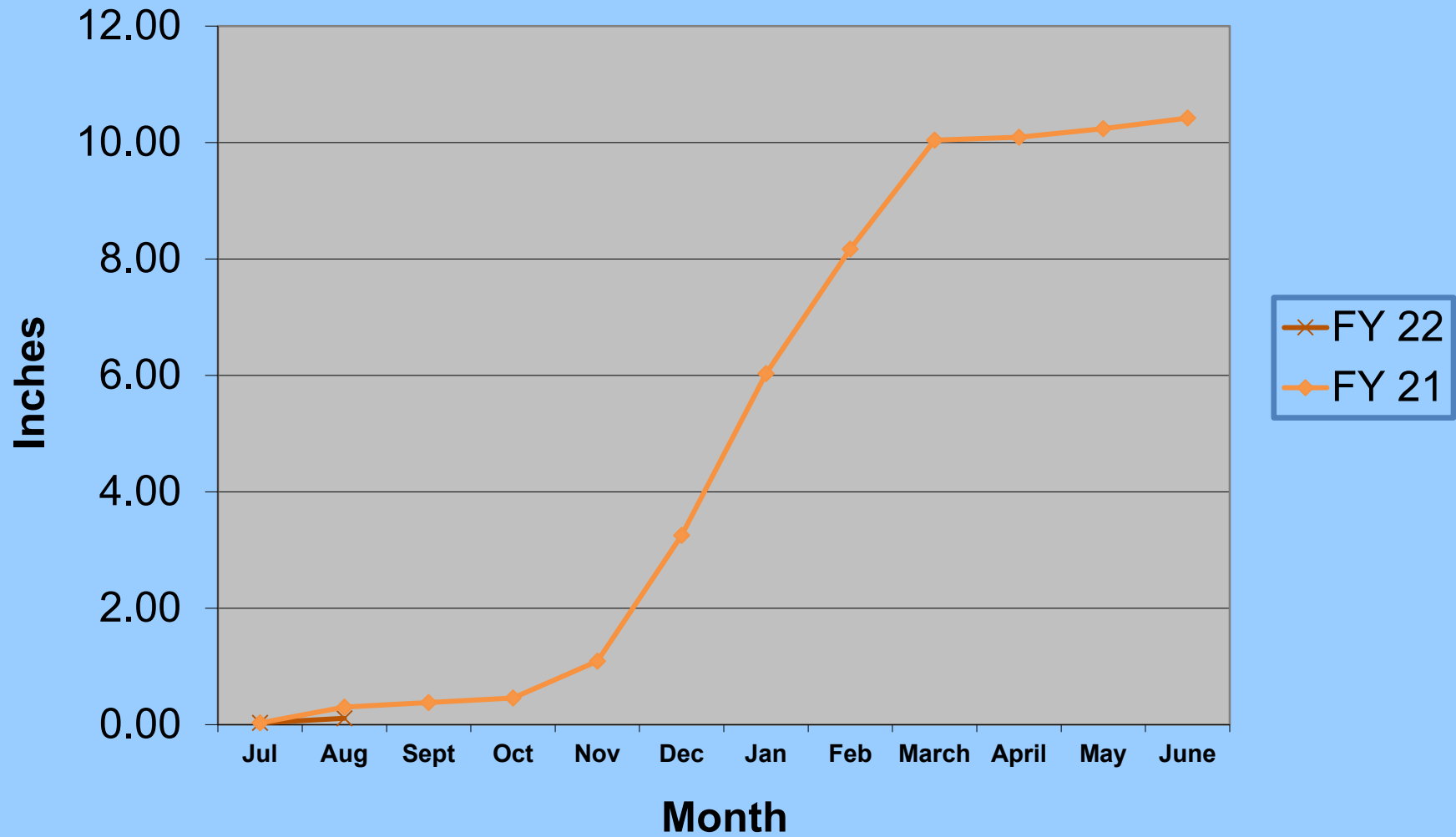
Coastside County Water District

Rainfall by Month

Fiscal Years 17 - 22

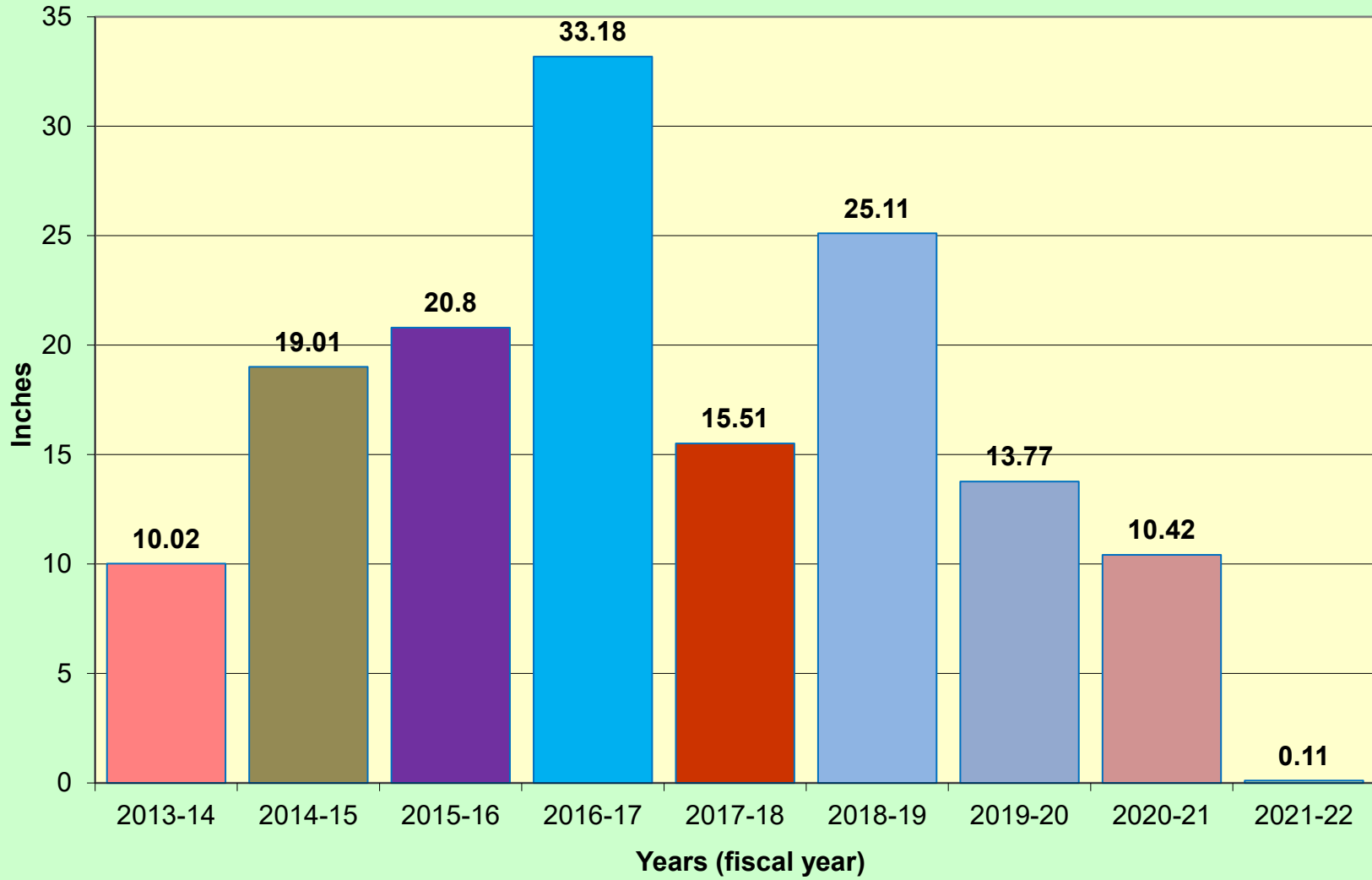


Rainfall Total Comparison Fiscal Years 21-22



Rain Totals

Fiscal Years 13 - 22



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

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
Josh Simpson and Pamela Daniels	047-141-160	Professional Peninsula Properties LLC	056-164-050	Three (3) 5/8"	August 25, 2021

San Francisco Public Utilities Commission

Hydrological Conditions Report

July 2021

J. Chester, C. Graham, N. Waelty, August 13, 2021



Hetch Hetchy Water and Power (HHWP) Water and Power Planning staff visited Horse Meadow in the Cherry Creek watershed to repair meteorological equipment that came down during a heavy January 2021 storm. The tower was installed 30 years ago and is in the design and environmental review stage of being replaced. The Horse Meadow Met Station measures snow depth, water content, air temperature and relative humidity, data that is vital in water supply forecasting and operations.

System Storage

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

Table 1 Current System Storage as of August 1, 2021							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	292,944		360,360		67,416		81%
Cherry Reservoir ²	221,881		273,345		51,464		81%
Lake Eleanor ³	24,100		27,100		3,000		89%
Water Bank	334,838		570,000		235,162		59%
Tuolumne Storage	873,763		1,230,805		357,042		71%
Local Bay Area Storage							
Calaveras Reservoir	55,754	18,167	96,824	31,550	41,070	13,383	58%
San Antonio Reservoir	47,170	15,370	50,496	16,454	3,326	1,084	93%
Crystal Springs Reservoir	47,157	15,366	58,377	19,022	11,220	3,656	81%
San Andreas Reservoir	16,548	5,392	18,996	6,190	2,449	798	87%
Pilarcitos Reservoir	1,634	533	2,995	976	1,360	443	55%
Total Local Storage	168,262	54,828	227,688	74,192	59,425	19,364	74%
Total System	1,042,025		1,458,393		416,467		71%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flash-boards in.

³ Maximum Lake Eleanor storage with flash-boards in.

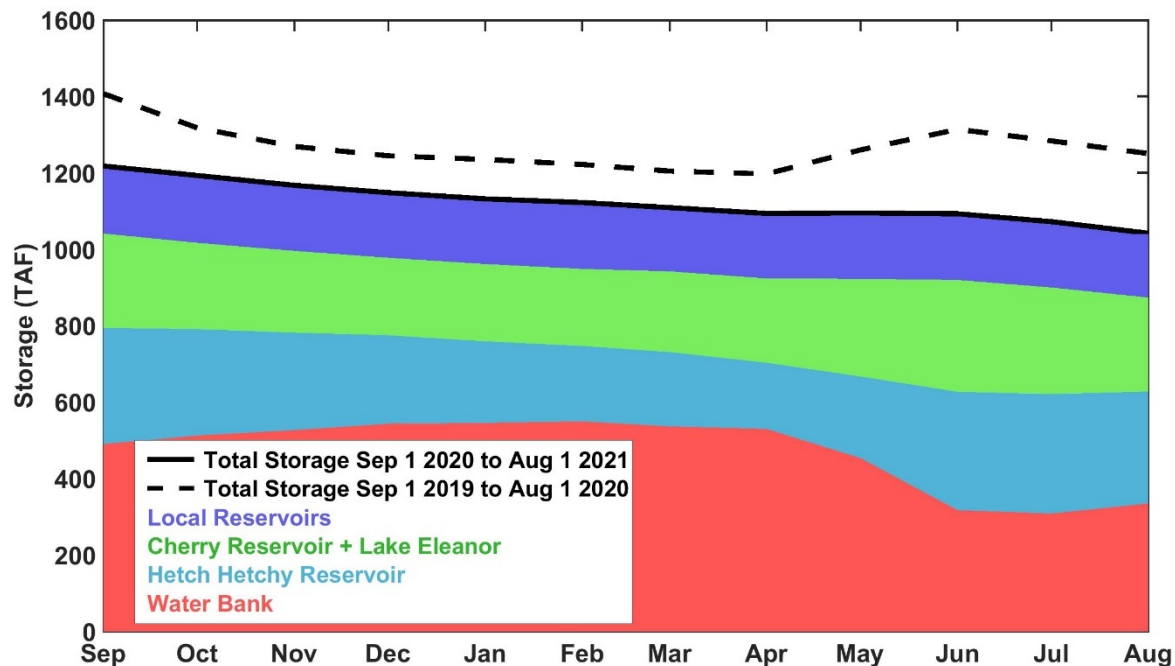


Figure 1: System storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The July 2021 six-station precipitation index had 0.32 inches of precipitation for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

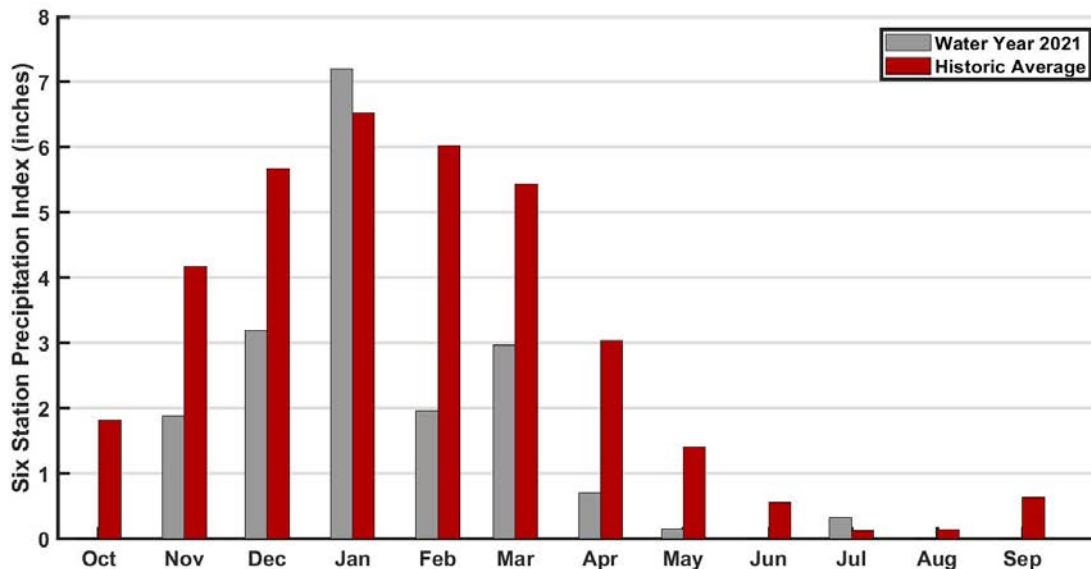


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation averages. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of August 1, the six-station precipitation index for Water Year (WY) 2021 was 18.35 inches, which is 51% of the average annual water year total. The Hetch Hetchy Weather Station received 0.77 inches of precipitation in July for a total of 18.92 inches for WY 2021, or 53% of average to-date. The cumulative WY 2021 Hetch Hetchy precipitation is shown in Figure 3 in red.

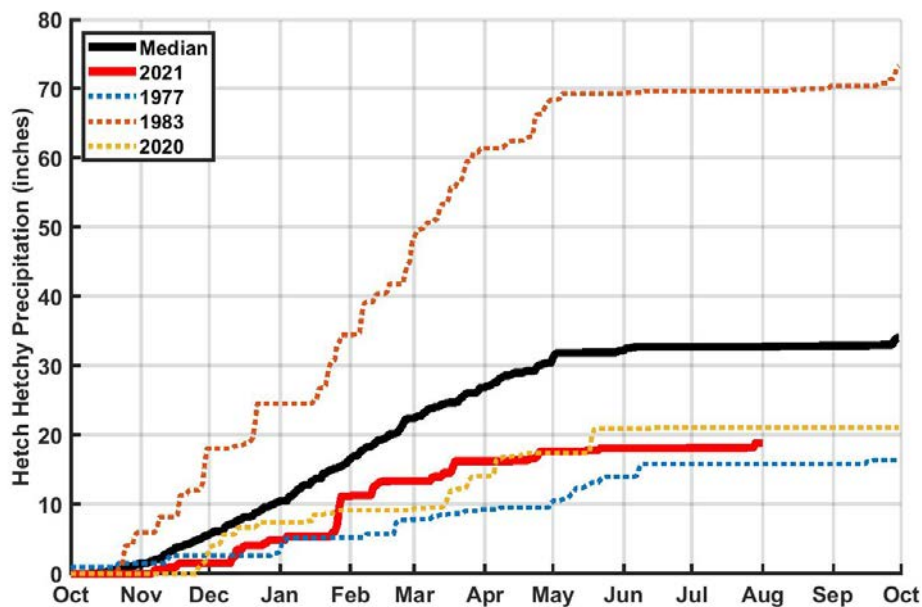


Figure 3: Water Year 2021 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2020 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

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

Table 2 Calculated Reservoir Inflows and Water Available to City								
* All flows are in acre-feet	July 2021				October 1, 2020 through July 31, 2021			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	6,692	39,814	74,169	9%	272,102	690,063	718,523	38%
Inflow to Cherry Reservoir and Lake Eleanor	0	11,494	25,282	0%	181,136	439,143	446,920	41%
Tuolumne River at La Grange	11,101	66,625	118,761	9%	598,848	1,653,667	1,778,630	34%
Water Available to City	0	820	46,132	0%	56,864	579,119	762,517	7%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 26,372 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for July were 75 cfs. Total precipitation for Water Year 2021 has resulted in a Water Year Type C for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream releases will remain at 75 cfs for August.

Cherry Reservoir valve and power draft releases totaled 29,714 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir for July was 15 cfs and remains 15 cfs through the end of September. Lake Eleanor required release for July was 20 cfs and will remain 20 cfs until the end of September.

San Joaquin Pipeline average deliveries were 218 MGD for the month of July with a rate reduction from 248 MGD to 208 MGD on July 8th.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for July was 17 MGD. The Sunol Valley Water Treatment Plant production for the month was 10 MGD.

Local System Water Delivery

The average July delivery rate was 222 MGD, which is a 2% decrease below the June delivery rate of 226 MGD.

Local Precipitation

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

Weather Station Location	July		October 1, 2020 through July 31, 2021	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.02	2%	18.53	50%
Lower Crystal Springs Reservoir	0.00	0%	11.95	46%
Calaveras Reservoir	0.00	0%	10.19	48%

Water Supply and Planned Water Supply Management

To date, WY 2021 Hetch Hetchy accumulated precipitation currently ranks as the 3rd driest on record (n=91 years). Water Year inflows to-date at Hetch Hetchy Reservoir have totaled 272,102 acre-feet, the 4th driest on record for the same period. For the April to July seasonal period, inflows have totaled 232,378 acre-feet, the 5th driest on record, or 40% of average.

Hetch Hetchy Reservoir is drafting via SJPL deliveries and instream releases. Cherry Reservoir is drafting with instream releases and generation at Holm Powerhouse to meet load and provide recreation flows. Lake Eleanor is drafting with instream release. Water Bank is increasing slightly as upcountry releases exceed full natural flows.

The calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City are shown in Figure 5. As of August 1, there has been 56,864 ac-ft water available to the City in Water Year 2021.

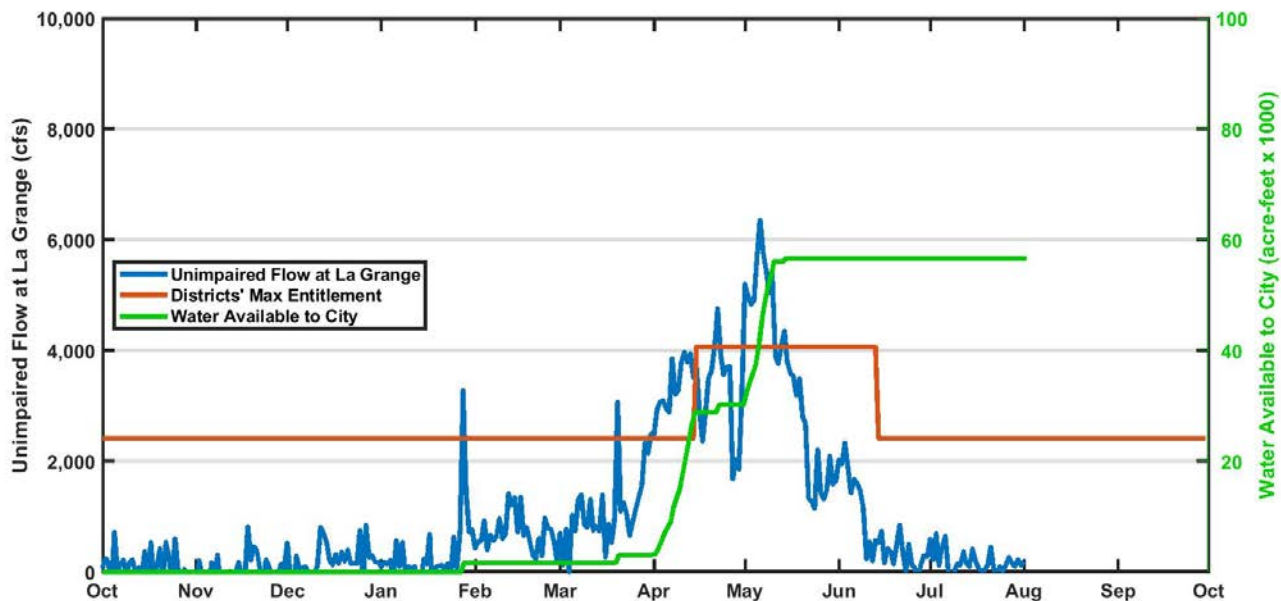


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: September 14, 2021

Report

Date: September 10, 2021

Subject: Discussion and Consideration of Potential Drought Rates Consistent with Water Shortage Contingency Plan

Recommendation:

For information/discussion only.

Background:

District staff recently engaged Raftelis Financial Consultants, LLC. ("Raftelis") to model drought rates based upon the District's Water Financial Plan and Rate Update Study dated August 3, 2020.

Sanjay Gaur and Nancy Phan will join us to walk through the attached presentation and to discuss possible options for implementing drought rates.

Coastside County Water District

Drought Rates

Board Meeting

September 14, 2021



Agenda

1. What are Drought Rates?
2. Drought Stages
3. Financial Implications
4. Drought Cost Recovery Options
5. Customer Impacts
6. Next Steps

What are Drought Rates?

- Given Proposition 218 requirements, drought rates:
 - › Are designed to recover lost revenue due to reduction in water usage and difference in water purchase costs
 - › Are surcharges tied to specific drought stages, as defined by CCWD's 2020 Water Shortage Contingency Plan
 - › Provide financial flexibility for CCWD in implementing the appropriate drought rates

Steps to Develop Drought Rates

How should water be allocated?

How much will this cost us?

How should we recover this?

How will this affect our customers?

Step 1: How should water be allocated?



Water Should be Allocated Based on the 2020 Water Shortage Contingency Plan

Drought Stages and Reduction

Customer Class	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single Family	85%	79%	70%	64%	59%	48%
Multi-Family	86%	79%	70%	65%	59%	48%
Non-Residential	95%	79%	70%	57%	38%	12%
Target Reduction Goal	≤10%	20%	30%	40%	50%	>50%

Water Should be Allocated Based on the 2020 Water Shortage Contingency Plan

Estimated Water Sales by Stage

Customer Class	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Water Sales (ccf)							
Single Family	425,619	361,776	336,239	297,933	272,396	251,115	204,297
Multi-Family	42,781	36,791	33,797	29,946	27,807	25,241	20,535
Non-Residential	346,600	329,270	273,814	242,620	197,562	131,708	41,592
Total (ccf)	815,000	727,838	643,850	570,500	497,766	408,064	266,424
Water Sales (MG)							
Single Family	318	271	252	223	204	188	153
Multi-Family	32	28	25	22	21	19	15
Non-Residential	259	246	205	181	148	99	31
Total (MG)	610	544	482	427	372	305	199

Step 2: How much will this cost us?



Drought Implications

- Some questions to consider:
 - › How much lost commodity revenue is expected due to cutbacks?
 - › How will this change our water supply mix (and the costs associated with each source)?
 - › How will this change our operating costs (if at all)?
- For CCWD, the financial consequences include:
 - › Lost commodity revenue (severity is dependent on drought stage)
 - › Changes in water purchase costs from SFPUC (shift in supply mix from cheap local water to more expensive SFPUC water)

Financial Impacts

Supply Mix	Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
CCWD Sources	309,700	72,784	0	0	0	0	0
SFPUC Sources	505,300	655,054	643,850	570,500	497,766	408,064	266,424
Total (ccf)	815,000	727,838	643,850	570,500	497,766	408,064	266,424

Drought Costs	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Lost Commodity Revenue	\$1,467,437	\$2,685,762	\$3,755,397	\$4,812,319	\$6,111,576	\$7,960,127
SFPUC Water Purchase Cost*	\$609,445	\$563,849	\$265,341	(\$30,662)	(\$395,716)	(\$972,140)
Total	\$2,076,882	\$3,249,610	\$4,020,738	\$4,781,657	\$5,715,860	\$6,987,987
Drought Cost (\$/ccf)	\$2.86	\$5.05	\$7.05	\$9.61	\$14.01	\$26.23

*Additional drought-related SFPUC costs can be passed through

Step 3: How should we recover this?



Rates or Penalties?

Drought Rates

Recover the financial impacts of having a drought

Are a revenue-generating mechanism

Require a nexus between the cost of providing service and associate rates (Prop 218)

Drought Penalties

Utilize price to enforce water rationing

Are non-revenue generating and strictly punitive

Are violations not based on cost of service

Drought Rate Options

1. Uniform Commodity Charge
 - › Same drought rate applied to all commodity charges, regardless of customer class or tier
2. Uniform Percentage Applied to Commodity Charge
 - › Same percentage increase applied to all commodity charges
3. Monthly Fixed Meter Charge
 - › Drought rates are applied as a monthly fixed charge and not tied to usage

Policy Overview for Drought Rates

Policy Objectives	Uniform Commodity Charge	Uniform Percentage	Monthly Fixed Meter Charge
Easy to understand and administer	★ ★	★ ★	★ ★ ★
Stability and guaranteed recovery of revenue	★ ★	★	★ ★ ★
Ability to change the bill	★ ★	★ ★ ★	★
Targeted use and conservation	★ ★	★ ★ ★	★
Promotes affordability	★ ★	★ ★ ★	★

Proposed Drought Rates: Uniform Percentage

Drought Rate Option 2	Baseline*	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Drought Increase (%)		22%	40%	56%	78%	119%	237%
Proposed Drought Rates							
Single Family							
Tier 1	\$0.00	\$2.24	\$4.01	\$5.70	\$7.96	\$12.09	\$24.04
Tier 2	\$0.00	\$3.27	\$5.87	\$8.34	\$11.64	\$17.68	\$35.15
Tier 3	\$0.00	\$3.95	\$7.09	\$10.09	\$14.08	\$21.38	\$42.52
Multi-Family	\$0.00	\$2.98	\$5.35	\$7.60	\$10.61	\$16.11	\$32.05
Non-Residential	\$0.00	\$3.17	\$5.70	\$8.10	\$11.31	\$17.17	\$34.16
Combined Rates							
Single Family							
Tier 1	\$10.14	\$12.38	\$14.15	\$15.84	\$18.10	\$22.23	\$34.18
Tier 2	\$14.83	\$18.10	\$20.70	\$23.17	\$26.47	\$32.51	\$49.98
Tier 3	\$17.94	\$21.89	\$25.03	\$28.03	\$32.02	\$39.32	\$60.46
Multi-Family	\$13.52	\$16.50	\$18.87	\$21.12	\$24.13	\$29.63	\$45.57
Non-Residential	\$14.41	\$17.58	\$20.11	\$22.51	\$25.72	\$31.58	\$48.57

Step 4: How will this affect our customers?



Customer Impacts – Stage 1

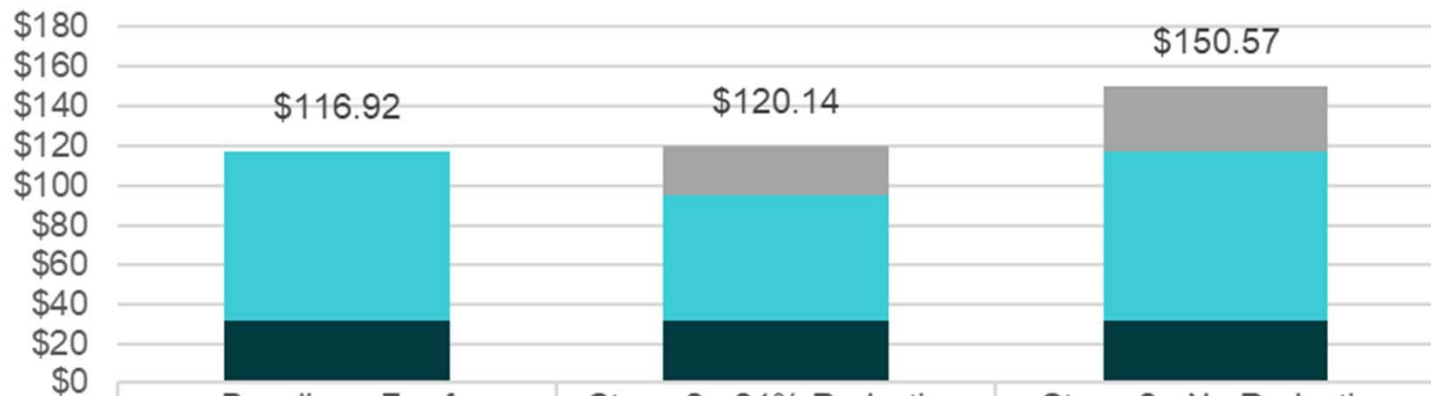
Option 2 - Uniform Percent Increase: SFR Bill Impacts, 5/8" Meter, 7 ccf, Stage 1



	Baseline - 7 ccf	Stage 1 - 15% Reduction	Stage 1 - No Reduction
■ Drought Charge	\$0.00	\$15.34	\$18.77
■ Commodity Charge	\$85.05	\$69.48	\$85.05
■ Fixed Charge	\$31.87	\$31.87	\$31.87
Total Bill	\$116.92	\$116.69	\$135.69

Customer Impacts – Stage 2

Option 2 - Uniform Percent Increase: SFR Bill Impacts, 5/8" Meter, 7 ccf, Stage 2



	Baseline - 7 ccf	Stage 2 - 21% Reduction	Stage 2 - No Reduction
■ Drought Charge	\$0.00	\$25.02	\$33.65
■ Commodity Charge	\$85.05	\$63.25	\$85.05
■ Fixed Charge	\$31.87	\$31.87	\$31.87
Total Bill	\$116.92	\$120.14	\$150.57

Customer Impacts – Stage 3

Option 2 - Uniform Percent Increase: SFR Bill Impacts, 5/8" Meter, 7 ccf, Stage 3



	Baseline - 7 ccf	Stage 3 - 30% Reduction	Stage 3 - No Reduction
■ Drought Charge	\$0.00	\$30.31	\$47.82
■ Commodity Charge	\$85.05	\$53.91	\$85.05
■ Fixed Charge	\$31.87	\$31.87	\$31.87
Total Bill	\$116.92	\$116.08	\$164.74

Drought Rate Implementation

- Based on Proposition 218 requirements, the drought rates shown are the maximum that the Board can implement
 - › Additional drought-related SFPUC costs would be passed through
- Board has the discretion to:
 - › Implement a lower drought rate
 - › Use reserves
 - › Defer capital projects
 - › Any combination of the above

Next Steps

- Board to provide direction on drought rates
- Report and Proposition 218 notice preparation
 - › Board adopts report on November 9, 2021
 - › Notice mailed out on November 15, 2021
 - › Public Hearing on January 11, 2022



Thank you!

Contact:

Sanjay Gaur

213-327-4405 / sgaur@water-economics.com

Nancy Phan

626-236-0600 / nphan@raftelis.com

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: September 14, 2021

Report: September 9, 2021

Subject: Water Shortage Advisory and Public Outreach Update

Attachments: A. Outreach Summary

B. Drought Information Statement NWS San Francisco Bay Area, CA

Background

The District relies on purchased water from the SFPUC Regional Water System to meet the water demand of its service area. The SFPUC is asking wholesale customers to implement voluntary reductions in water use by 15 percent as of July 12, 2021. Their goal is to reduce the peak water usage that occurs during the summer months, so that there will be carry-over storage in their reservoirs for next year. SFPUC's request for voluntary reductions in water use aligns with Governor Newsom's July 8th Executive (N-10-21) Order that calls on all Californians to voluntarily reduce their water use by 15 percent from calendar year 2020. The table below provides a timeline of milestones.

Milestones	
4/21/2021	Governor Newsom issued proclamation of state of emergency for the counties impacted the most severely by drought conditions, after two years of below normal precipitation. San Mateo County was not included on this initial proclamation.
4/15/2021	SFPUC requests voluntary 10 percent reduction in irrigation (outdoor) water use starting July 1, 2021. Goal is not to exceed 2019 summer water demand.
5/10/2021	Governor Newsom expanded on the 4/21/2021 proclamation and included more counties.
5/11/2021	The BOD approved Coastside CWD implementing Stage 1 of the District's WSCP - Water Shortage Advisory
7/8/2021	Governor Newsom's Executive Order N-10-21 includes San Mateo County and Santa Clara County in the declaration of a drought emergency. Alameda County was already included in the drought emergency. San Francisco County is not included. "I call on all Californians to voluntarily reduce their (<i>total</i>) water use by 15 percent from their (<i>CY</i>) 2020 levels."
7/12/2021	SFPUC revises their request to align with Governor Newsom's request that total water use be voluntarily reduced by 15 percent from 2020 water usage levels.
8/3/2021	Curtailment order for the Delta Watershed (including the San Joaquin River watersheds) authorized by the State Water Resources Control Board and approved by the Office of Administrative Law on August 19, 2021. https://www.waterboards.ca.gov/drought/delta/

Report

Production

The District is currently 100 percent dependent on imported water. When comparing the month of August 2021 imported water production data to the month of August 2020 imported water production data, it shows that the District decreased its purchases by 11.6 percent. **The goal is a 15 percent reduction to meet SFPUC's request.**

Production	August 2020	August 2021	Difference	Percent Difference
MG Purchases	70.02	61.90	8.12	11.6

From July 1st through August 31st of 2021, the SFPUC is reporting a (retail and wholesale customers) 7.8 percent reduction in water consumption compared to July 1st through August 31st of 2020.

Consumption

When comparing sales data from the month of August 2021 to the month of August 2020, it shows that District customers are using about 4 percent less water. **Our goal is for customers to use 15 percent less water compared to 2020 to meet the Governor's conservation request.** Single family residential customers saved 14 percent over last year and multi-family saved 17 percent over last year. Residential irrigation customers saved 9 percent over last year. Most non-residential customers used more water compared to last year.

Sales Data (MG)	August 2020	August 2021	Difference (MG)	Percent Reduction
RESIDENTIAL	32.731	28.15	4.578	14%
COMMERCIAL	2.671	2.96	-0.292	-11%
RESTAURANT	1.064	1.36	-0.295	-28%
HOTELS/MOTELS	2.043	2.90	-0.854	-42%
SCHOOLS	0.680	0.63	0.055	8%
MULTI DWELL	3.014	2.50	0.518	17%
BEACHES/PARKS	0.852	0.79	0.058	7%
AGRICULTURE	4.647	5.54	-0.888	-19%
RECREATIONAL	0.244	0.21	0.037	15%
MARINE	0.591	0.51	0.080	14%
IRRIGATION (Residential)	1.663	1.51	0.156	9%
FIRE SYSTEMS	0.004	0.01	-0.004	-100%
Irrigation (Non-Residential)	5.042	5.39	-0.349	-7%
RAW WATER	6.887	7.11	-0.224	-3%
PORTABLE	0.257	0.30	-0.040	-15%
CONSTRUCTION	0.380	0.30	0.085	22%
Totals	62.77	60.15	2.62	4%

Drought Rates

Staff is working with Raftelis Financial Consultants, Inc. to develop a drought rate study. Drought rates are being considered to recover the necessary revenue to fund the water system in times where reductions in demand (sales) are being implemented through the District's Water Shortage Contingency Plan.

Weather Outlook

The National Weather Service San Francisco Bay Area released a drought information statement on August 24th that there is a 60 percent chance that La Niña conditions in the Pacific Ocean will continue through September and a 70 percent chance that La Niña conditions will last through the winter season. La Niña conditions in the Pacific Ocean are associated with drought in California.

Outreach

Attached to the report is a summary of the outreach staff has completed by month, since the District declared a Water Shortage Advisory. Thank you to Darin, Dustin, and Mike for installing the banner and making sure it didn't create a safety hazard for pedestrians.



Conclusion

If weather conditions remain dry and the District is not able to meet its water saving goals next month, staff will recommend to the Board that Stage 2 - Water Shortage Warning - be implemented. Stage 2 of the District's Water Shortage Contingency Plan begins mandatory reductions in water consumption.

Stage 1 - Water Shortage Advisory

Completed Outreach	
<p>May 2021</p> <p>10 percent Reduction Outdoors</p>	<p>Implemented WSCP Stage 1- Water Shortage Advisory</p> <p>E-Newsletter: Water Shortage Advisory (WSA) 10% Reduction of Outdoor Water Use</p> <p>Interview with KOED Radio</p> <p>Interview with HMB Review</p> <p>Fact Sheet 10 percent reduction in outdoor WSA</p> <p>Website updated to show Water Shortage Advisory Status under Drought</p>
<p>June 2021</p> <p>10 Percent Reduction Outdoors</p>	<p>Coastside Radio Interview</p>
<p>July 2021</p> <p>15 Percent Reduction – Total – with emphasis on reducing irrigation</p>	<p>Email to 800 high users identified by WaterSmart</p> <p>Letter to 120 high water users that don't have email</p> <p>Updated Fact Sheet to 15 percent reduction WSA</p> <p>Posted new fact sheet to website</p> <p>WSA message on home page of website</p> <p>Nextdoor Post – WaterSmart & WSA</p> <p>Twitter Post – WaterSmart & WSA</p> <p>Postcard - WaterSmart and 15 percent reduction</p> <p>Interview with Coastside News Group</p> <p>Billing Statement Message</p> <p>Banner (from last drought) placed on Building and Fence -no overspray from irrigation -use shutoff nozzles</p> <p>Delivered table tent cards to restaurants with the messaging that water is served on request.</p>
<p>August 2021</p> <p>15 Percent Reduction -Total – with emphasis on reducing irrigation.</p>	<p>Meeting with County of San Mateo Drought Task Force – Department of Emergency Management 8/3/2021</p> <p>Large banner installed 8/24/2021 on brick wall facing Main Street</p> <p>E-Newsletter: Water Waste Prohibitions 8/25/2021</p> <p>District reached out by either email or mail to 873 single family residential customers regarding irrigation or high water use.</p>

National Weather Service Weather Forecast Office San Francisco Bay Area, CA

Drought Information Statement

Issued by NWS San Francisco Bay Area, CA

[Home](#) | [Current Version](#) | [Previous Version](#) | [Text Only](#) | [Print](#) | [Product List](#) | [Glossary On Versions: 1 2 3 4](#)

000
AXUS76 KMTR 130221
DGMTTR
CAZ006-505>513-516>518-528>530-131335-

Drought Information Statement
National Weather Service San Francisco CA
721 PM PDT Thu Aug 12 2021

...DROUGHT EMERGENCY CONTINUES ACROSS 50 OF THE 58 COUNTIES IN CALIFORNIA WITH EXCEPTIONAL DROUGHT CONDITIONS ACROSS THE NORTH AND EAST BAYS AND EXTREME DROUGHT CONDITIONS ACROSS THE REMAINDER OF OUR HYDROLOGIC SERVICE AREA...

SYNOPSIS...

The drought classification from the U.S. Drought Monitor issued today depicts D4-Exceptional Drought conditions across all of Sonoma, Napa, Marin, Contra Costa, and Alameda Counties, the northeastern portion of Santa Clara County and the northeastern half of San Francisco County, as well as the easternmost portions of San Benito and Monterey Counties. D4-Exceptional Drought classification indicates exceptional and widespread crop/pasture losses and shortages of water in reservoirs, streams, and wells creating water emergencies. D3-Extreme Drought conditions persist across the southwestern half of San Francisco County, most of Santa Clara, Monterey, and San Benito Counties, as well as, all of San Mateo, and Santa Cruz Counties. D3-Extreme Drought classification indicates major crop/pasture losses and widespread water shortages or restrictions.

The drought classifications are due to below normal precipitation for the 20/21 water year and compounding impacts from a second drier than normal water year.

<https://droughtmonitor.unl.edu/currentmap/statedroughtmonitor.aspx?ca>

On July 8, 2021, Governor Newsom expanded the drought emergency declaration across nine additional California counties (Marin, San Mateo, Santa Cruz, Santa Clara, Monterey, San Luis Obispo, Santa Barbara, Inyo and Mono) and called on Californians to voluntarily reduce water usage by 15 percent to protect water reserves. The declaration now includes 50 of the 58 counties in California. The emergency proclamation was issued in response to below normal precipitation this year and a second consecutive year of dry conditions. The declaration was expanded due to extreme drought taking hold across the state, rapid depletion of the Sierra Nevada snowpack, low streamflow, less inflow into reservoirs, and hence a rapid deterioration of the states water supply. The declaration paves the way to expeditiously mitigate the effects of drought conditions to ensure the protection of health, safety, and the environment. The drought emergency declaration includes the following counties within our Hydrologic Service Area: Sonoma, Napa, Marin, Alameda, Contra Costa, San Mateo, Santa Clara, Santa Cruz, Monterey and San Benito counties.
<https://www.gov.ca.gov/wp-content/uploads/2021/05/5.10.2021-Drought-Proclamation.pdf>

SUMMARY OF IMPACTS...

Reports received through the Condition Monitoring Observer Reports (CMOR) system included continued drought impacts to farming and ranching operations, especially forage and feed issues, plant and animal stress, and lack of water, as well as dry lawns, fire risk,

poor air quality, stress to people, and less food and water for wildlife. The lack of rain and dry soils have desiccated pastures, with pasture and range conditions ranging from poor to very poor across 45 percent of California. Water restrictions continued to tighten leading to Gov. Newsom asking Californians to voluntarily reduce water usage by 15%. The heat, drought, and lack of food were forcing more wildlife, notably bears and rattlesnakes, to encroach upon urban areas in California.

CLIMATE SUMMARY...

Persistent anomalous heat and dryness has resulted in California reporting the driest Rain Year (July 1st-June 30th) in the 127 year record from 1895-2021 record. California also had the second driest 24-month Rain Year for this same period of record. Also of note in the 127-year historical record for April-June, California reported its second driest period. Regionwide, the West had the warmest and second driest April-June, second driest and fourth warmest July-June 12-month period, and driest and fifth warmest July-June 24-month period. The excessive and prolonged dryness has given the current drought episode the largest percent area of extreme to exceptional drought area on record in California. The April-June 2021 SPEI for California was record low, far surpassing previous April-June SPEI values in the 1895-2021 record. The April-June 2021 SPI for California was also record low, but just barely, and it was not as extreme as the SPEI value, which illustrates how the excessively hot temperatures exacerbated the drought conditions. The June 27 USDA reports indicated that topsoil moisture was short or very short (dry or very dry) across 70 percent of California. Subsoil moisture was short or very short across 75 percent of California. Consequently, very low streamflow and reservoir inflow, continue to underscore the rapid deterioration of the states water supply.

For the complete drought report:

<https://www.ncdc.noaa.gov/sotc/drought/202106>

PRECIPITATION/TEMPERATURE OUTLOOK...

CPC 3-month outlook for Aug-Sep-Oct, released July, 15, 2021 shows equal chances of precipitation and above-normal temperatures across the entire state. Equal chances means seasonal accumulated precipitation amounts are expected to be similar to climatological normals. Being that these are our normal dry months doesn't offer any hope for beneficial precipitation.

The La Nia Watch issued by the Climate Prediction Center on July 8, 2021 remains in effect. A Watch is issued when conditions are favorable for the development of El Nio or La Nia conditions within the next six months. ENSO-neutral conditions are currently in place across the Pacific. There is a 60% chance that ENSO-neutral conditions will continue through the remainder of the summer season (Aug-Sept 2021) with La Nia conditions emerging during the fall season (Aug-Sept-Oct 2021) and a 70% chance of La Nia conditions lasting through the 2021-22 winter season (Nov-Dec-Jan). A second year La Nia event is possible, and the models have been fairly consistent in La Nia emerging in the fall.

https://www.cpc.ncep.noaa.gov/products/analysis_monitoring/enso_advisory/ensodisc.shtml

NEXT ISSUANCE DATE...The next product update will be issued as needed in response to significant changes in conditions.

&&

RELATED WEBSITES (Updated links)

California Data Exchange Center: <http://cdec.water.ca.gov/>

California Nevada River Forecast Center:
<http://www.cnrfc.noaa.gov/droughtInfo.php>

U.S. Drought Monitor:
<https://droughtmonitor.unl.edu/CurrentMap/StateDroughtMonitor.aspx?CA>

National Integrated Drought Information System:
<https://www.drought.gov/states/california>

California Department of Water Resources Drought Page:

<https://water.ca.gov/Water-Basics/Drought>

Climate Prediction Center: <https://www.cpc.ncep.noaa.gov/>
https://www.cpc.ncep.noaa.gov/products/monitoring_and_data/drought.shtml

National Center for Environmental Information:
<https://www.ncdc.noaa.gov/sotc/drought/>

National Weather Service San Francisco/Monterey Bay Area:
<http://www.wrh.noaa.gov/mtr/>

National Weather Service California drought information resources:
<https://www.weather.gov/safety/drought-ww>
Association of California Water Agencies: <http://www.acwa.com>

ACKNOWLEDGMENTS...

Climate Prediction Center
U.S. Drought Monitor
California Nevada River Forecast Center
National Weather Service San Francisco/Monterey Bay Area
California Department of Water Resources
California State Climatologist
U.S. Bureau of Reclamation
Cal Fire
Association of California Water Agencies
Local cities and counties

QUESTIONS AND COMMENTS...Please refer all questions to
w-mtr.webmaster@noaa.gov.

\$\$

CW-hydrologist

weather.gov/sanfrancisco

National Weather Service
San Francisco Bay Area, CA Weather Forecast Office
21 Grace Hopper Ave, Stop 5
Monterey, CA 93943-5505
(831) 656-1725
Page Author: MTR Webmaster
Web Master's E-mail: w-mtr.webmaster@noaa.gov
Page last modified: Jun 8th, 2021 18:51 UTC

[Disclaimer](#)
[Credits](#)
[Glossary](#)

[Privacy Policy](#)
[About Us](#)
[Career Opportunities](#)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Agenda: September 14, 2021

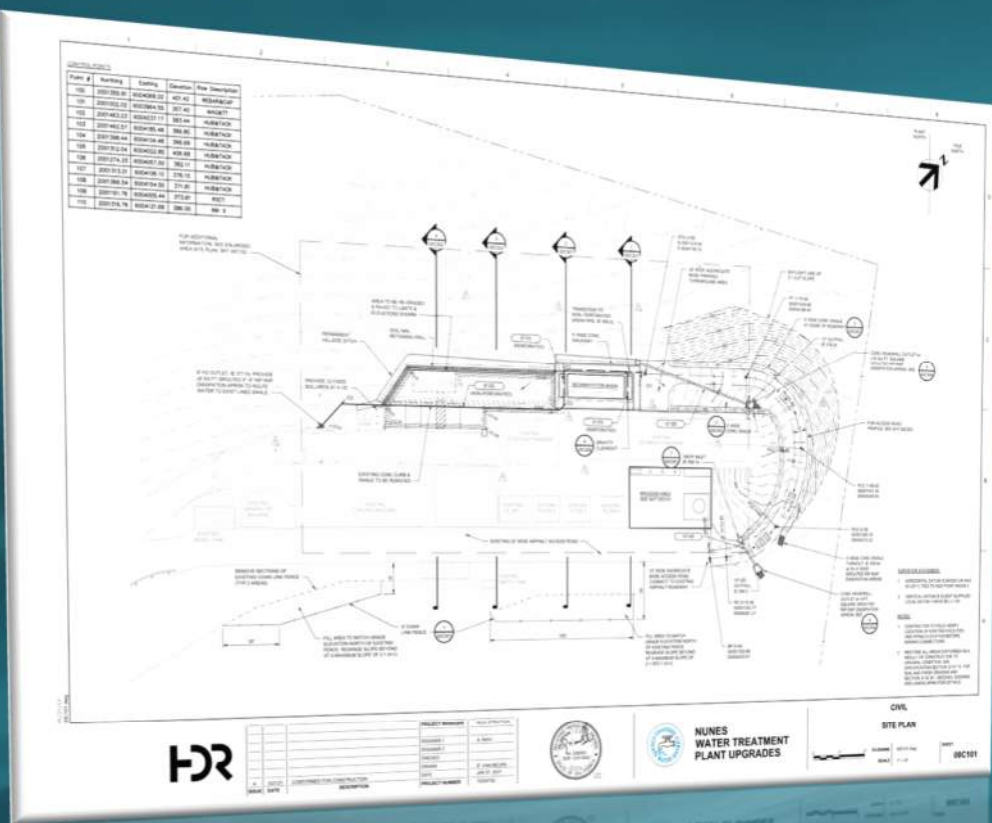
Date: September 8, 2021

Subject: Nunes Water Treatment Plant Upgrades Project Update #1

Informational Item

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

Freyer and Loretta, Inc., the Construction Management firm on this project has put together a brief summary of progress to date including a 3-4 week schedule outlook. Please see Attachment A for details.



Coastside County Water District

Nunes Water Treatment Plant Upgrades

September 14, 2021 Board Meeting

Contract Data as of Board Meeting Date

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	720	Base Contract	\$8,339,915.00
<i>Approved Change Order Days Added</i>	0	Approved Change Order Added	\$0
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	0%
Total Contract Duration	720	Total Contract Approved	\$8,339,915.00
Elapsed (Start Date 8/16/2021)	29	Billed to Date ¹	\$212,400.00
Remaining Days	691	Remaining Value	\$8,318,675.00

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

Construction Progress Update #1

Progress to Date:

- Issuance of Notice to Proceed to Ranger Pipelines effective August 16, 2021.
- Contractor Submittals, engineering reviews, ordering materials.
- Contractor Requests for Information (RFIs) and team responses.
- Contractor mobilization of equipment and trailer to site.
- Construction staking for limits and elevations of civil site work.
- Installation of stormwater/erosion Best Management Practices (BMPs).
- Utility locating and potholing for existing water line for fire hydrant.
- Excavation and mass grading for rear access road and sedimentation basin.
- Drilling for sedimentation basin excavation shoring.
- Form work for sedimentation basin footings.

Construction Progress Update #1

Three-Week Look Ahead Schedule:

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

- Completion of form work and rebar installations for sedimentation basin foundation.
- Pouring concrete for sedimentation basin foundation.
- Potholing in preparation for 6-inch drain and 6-inch sludge pipelines installation.

Overall Project Schedule:

- Anticipated completion August 2023.
- Good progress so far, but we expect schedule challenges through the project due to Covid-19 pandemic-related supply-chain issues. Across the country we are seeing extended lead-times for even basic construction materials.



Construction Photos

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: September 14, 2021

Report

Date: September 10, 2021

Subject: General Manager's Report

Recommendation:

Information Only.

San Mateo County 2021 Multijurisdictional Local Hazard Mitigation Plan

Every five years, San Mateo County must update its Local Hazard Mitigation Plan. "Adoption of the Plan helps the County and its Partners remain eligible for various types of pre-and post-disaster community assistance, such as grants, from the Federal Emergency Management Agency (FEMA) and the State government."

Coastside County Water District joined 35 local governments and special districts in San Mateo County in developing the plan, and from March to July 2021, District staff participated in completing surveys and attending workshops. The Draft Plan was published in August 2021 and can be accessed at:

<https://cmo.smcgov.org/multijurisdictional-local-hazard-mitigation-plan>.

State Water Resources Control Board Drinking Water Arrearages Survey

Through \$985 million in federal funding allocated by the state legislature, the State Water Board is creating a new program to provide relief to community water and wastewater systems for unpaid bills related to the pandemic.

The District participated in the first survey (due September 10, 2021) that will be used by the state to determine a method of allocation of funds. Funds are eligible for residential and some commercial outstanding arrearages accrued between March 4, 2020 and June 15, 2021, and will be allocated based upon need. Given the State's eligibility requirements, the likelihood for the District to receive funds is low.

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: September 14, 2021
Report Date: September 8, 2021

Monthly Highlights

- Fire break maintenance at District facilities continues. SFPUC has completed a biological survey of the easement from Crystal Springs to Cahill.
- Valve exercising program has started
- District staff traced ongoing pressure surges to the Ritz water system. Per our request, they hired a contractor to rebuild their tank inlet fill valve and add speed control so that it opens and closes slowly. Problem resolved.
- Staff installed new type of permanganate pump for testing at Denniston.
 - General off-season maintenance continues
- Staff installed new hardware for better internet performance at Denniston
- Staff revised the Denniston WTP Operations Manual to reflect new maximum effluent turbidity limit from previous limit of 0.3 NTUs down to 0.15 NTUs

Sources of Supply

- **August Source:**
 - Crystal Springs

Projects

- Nunes Water Treatment Plant Improvement Project - Ranger mobilized on 8/16/21.
 - Sedimentation basin excavation is near complete
- EKI
 - Grandview/Hwy 1 crossing design, 100% complete. Cal Trans Encroachment Permit (EP) arrived, applying for EP with the City of HMB
- HDR
 - Half Moon Bay Tank replacement project – District staff met with Verizon on HMB tank site. Based on discussions HDR has been directed to pursue a design to replace HMB tanks 1&2 first.