

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 12, 2021 - 7:00 p.m.

AGENDA

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom will not be open to the public for the October 12, 2021, Regular Meeting of the Board of Directors of the Coastside County Water District. This meeting will be conducted remotely via teleconference only.

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

How to Join Online or by Phone

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

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

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.

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 September 30, 2021:
Claims: \$1,422,799.47; Payroll: \$179,448.13 for a total of \$1,602,247.60 ([attachment](#))
➤ *September 2021 Monthly Financial Claims reviewed by and approved by Director Muller*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of September 14, 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-September 2021 ([attachment](#))
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. Approval for Vice-President Feldman to attend the Association of California Water Agencies (ACWA) Fall Virtual Conference & Exhibition, November 30-December 2, 2021 ([attachment](#))
- J. SFPUC Hydrological Report for August 2021 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Consider Approval of Resolution 2021-06 Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely In Person ([attachment](#))
- B. Water Shortage Advisory and Public Outreach Update ([attachment](#))
- C. Approval of Professional Services Agreement with Balance Hydrologics, Inc. for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis ([attachment](#))
- D. Approval of Amendment to Professional Services Agreement with EKI Environment and Water, Inc. for Additional Design and Construction Support Services for Miramontes Point Road Water Main Replacement Project to include the Moonridge Neighborhood ([attachment](#))
- E. Quarterly Financial Review ([attachment](#))
- F. Nunes Water Treatment Plant Upgrades Project Update #2 ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

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

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

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

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
09/10/2021	29863	ADP, INC.	\$ 1,039.25
09/10/2021	29864	CITY OF HALF MOON BAY	\$ 6,000.00
09/10/2021	29865	COMCAST	\$ 256.82
09/10/2021	29866	JAMES COZZOLINO, TRUSTEE	\$ 200.00
09/10/2021	29867	HASSETT HARDWARE	\$ 1,424.36
09/10/2021	29868	HERC RENTALS, INC.	\$ 820.81
09/10/2021	29869	CHRISTOPHER JONES	\$ 168.53
09/10/2021	29870	MASS MUTUAL FINANCIAL GROUP	\$ 1,829.19
09/10/2021	29871	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$ 110.50
09/10/2021	29872	PACIFICA COMMUNITY TV	\$ 300.00
09/10/2021	29873	REPUBLIC SERVICES	\$ 571.76
09/10/2021	29874	ROGUE WEB WORKS, LLC	\$ 693.60
09/10/2021	29875	SM CTY ENVIRONMENTAL HEALTH	\$ 318.00
09/10/2021	29876	SM CTY ENVIRONMENTAL HEALTH	\$ 318.00
09/10/2021	29877	SM CTY ENVIRONMENTAL HEALTH	\$ 318.00
09/10/2021	29878	SM CTY ENVIRONMENTAL HEALTH	\$ 318.00
09/10/2021	29879	SM CTY ENVIRONMENTAL HEALTH	\$ 318.00
09/10/2021	29880	STANDARD INSURANCE COMPANY	\$ 558.89
09/10/2021	29881	TPX COMMUNICATIONS	\$ 2,144.63
09/10/2021	29882	TRI COUNTIES BANK	\$ 4,326.88
09/10/2021	29883	VALIC	\$ 4,480.00
09/10/2021	29884	US BANK NA	\$ 2,002.97
09/10/2021	29885	RAYMOND WINCH	\$ 65.35
09/10/2021	29886	ANDREINI BROS. INC.	\$ 15,281.09
09/10/2021	29887	AUTOMATIC DOOR SYSTEMS, INC.	\$ 6,190.00
09/16/2021	29888	ADVANCED AUTOMATIC GATES	\$ 1,869.96
09/16/2021	29889	HEALTH BENEFITS ACWA-JPIA	\$ 45,824.10
09/16/2021	29890	JPMORGAN CHASE BANK, N.A.	\$ 376,657.43
09/16/2021	29891	PABLO PENA	\$ 2,000.00
09/16/2021	29892	HANSONBRIDGETT. LLP	\$ 8,043.00
09/16/2021	29893	HDR ENGINEERING, INC	\$ 27,936.32
09/16/2021	29894	INTEGRATED ID SYSTEMS, INC	\$ 25.49
09/16/2021	29895	MASS MUTUAL FINANCIAL GROUP	\$ 1,829.19
09/16/2021	29896	MERCHANTS BANK OF COMMERCE	\$ 23,600.00
09/16/2021	29897	PACIFIC GAS & ELECTRIC CO.	\$ 59,719.23
09/16/2021	29898	PACIFIC GAS & ELECTRIC CO.	\$ 67.54
09/16/2021	29899	RANGER PIPELINES, INC.	\$ 212,400.00
09/16/2021	29900	SAN FRANCISCO WATER DEPT.	\$ 382,927.46
09/16/2021	29901	VALIC	\$ 5,080.00
09/16/2021	29902	INTERNAL REVENUE SERVICE	\$ 3,301.55
09/16/2021	29903	INTERNAL REVENUE SERVICE	\$ 2,695.78
09/16/2021	29904	INTERNAL REVENUE SERVICE	\$ 1,170.70
09/16/2021	29905	INTERNAL REVENUE SERVICE	\$ 6,850.92
09/28/2021	29906	ANDREINI BROS. INC.	\$ 22,471.55
09/28/2021	29907	ACWA/JPIA	\$ 1,676.00
09/28/2021	29908	AT&T MOBILTY	\$ 43.24
09/28/2021	29909	AT&T	\$ 698.93
09/28/2021	29910	BADGER METER, INC.	\$ 66.00
09/28/2021	29911	BALANCE HYDROLOGICS, INC	\$ 4,478.43
09/28/2021	29912	BAY ALARM COMPANY	\$ 1,281.66
09/28/2021	29913	BIG CREEK LUMBER	\$ 118.79
09/28/2021	29914	EVAN SKIP BLOOM	\$ 1,080.00
09/28/2021	29915	BSK ASSOCIATES	\$ 595.00
09/28/2021	29916	CALCON SYSTEMS, INC.	\$ 4,717.50

09/28/2021	29917	CHEMTRADE CHEMICALS US LLC	\$	2,611.68
09/28/2021	29918	PETTY CASH	\$	115.39
09/28/2021	29919	CORE & MAIN LP	\$	2,675.71
09/28/2021	29920	DATAPROSE, LLC	\$	6,406.80
09/28/2021	29921	DAVEY'S SMOG SHOP, INC.	\$	75.00
09/28/2021	29922	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	920.84
09/28/2021	29923	EKI INC.	\$	28,086.44
09/28/2021	29924	ERS INDUSTRIAL SERVICES INC.	\$	5,880.00
09/28/2021	29925	FREYER & LAURETA, INC.	\$	23,930.00
09/28/2021	29926	GRAINGER, INC.	\$	4,196.63
09/28/2021	29927	HACH CO., INC.	\$	699.95
09/28/2021	29928	HMB BLDG. & GARDEN INC.	\$	535.65
09/28/2021	29929	COASTSIDE NEWS GROUP, INC.	\$	1,704.00
09/28/2021	29930	HERC RENTALS, INC.	\$	820.81
09/28/2021	29931	IRON MOUNTAIN	\$	995.29
09/28/2021	29932	IRVINE CONSULTING SERVICES, INC.	\$	9,180.41
09/28/2021	29933	KOFFLER ELECTRICAL MECHANICAL APPARATUS REPAIR	\$	346.13
09/28/2021	29934	GLENNA LOMBARDI	\$	91.00
09/28/2021	29935	MISSION UNIFORM SERVICES INC.	\$	210.90
09/28/2021	29936	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	3,845.00
09/28/2021	29937	MOTION INDUSTRIES, INC.	\$	560.42
09/28/2021	29938	MTA PARTS, INC.	\$	30.76
09/28/2021	29939	OFFICE DEPOT	\$	339.78
09/28/2021	29940	PAULO'S AUTO CARE	\$	804.72
09/28/2021	29941	PITNEY BOWES, INC.	\$	223.09
09/28/2021	29942	PITNEY BOWES	\$	750.03
09/28/2021	29943	FERGUSON ENTERPRISES, INC.	\$	426.56
09/28/2021	29944	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$	2,695.00
09/28/2021	29945	RAY A MORGAN COMPANY INC.	\$	917.66
09/28/2021	29946	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$	269.69
09/28/2021	29947	SAN MATEO CTY PUBLIC HEALTH LAB	\$	630.00
09/28/2021	29948	SAN FRANCISCO PUBLIC UTILITIES COMMISSION	\$	2,595.84
09/28/2021	29949	SIMMS PLUMBING & WATER EQUIP, INC.	\$	574.35
09/28/2021	29950	STRAWFLOWER ELECTRONICS	\$	25.07
09/28/2021	29951	TEAMSTERS LOCAL UNION #856	\$	1,318.00
09/28/2021	29952	JAMES TETER	\$	480.00
09/28/2021	29953	UGSI CHEMICAL FEED, INC.	\$	969.44
09/28/2021	29954	UNIVAR SOLUTIONS USA INC.	\$	3,235.50
09/28/2021	29955	UPS STORE	\$	12.03
09/28/2021	29956	USA BLUE BOOK	\$	931.92
09/28/2021	29957	BOSCO OIL COMPANY	\$	2,192.40
09/28/2021	29958	VERIZON WIRELESS	\$	1,088.42
09/28/2021	29959	VERIZON CONNECT INC.	\$	391.68
09/28/2021	29960	WEST YOST ASSOCIATES, INC	\$	4,742.05
09/28/2021	29961	JUAN CARLOS SALAZAR	\$	3,640.00
09/28/2021	29962	PICASSO PRESCHOOL	\$	188.47
09/28/2021	29963	REDGWICK CONSTRUCTION	\$	79.37
09/28/2021	29964	PACIFIC SURFACING, INC.	\$	2,932.17
09/28/2021	29965	JESS SLOAN	\$	42.55
09/28/2021	29966	JULIE MILLER	\$	97.17
09/28/2021	29967	KATHERINE SCIOSCIA	\$	197.30
09/28/2021	29968	KEITH FUKUI	\$	159.59
09/28/2021	29969	NICK VOJVODICH	\$	40.00
09/28/2021	29970	KATHRYN TOMAINO	\$	68.76
09/28/2021	29971	JOHN RIDDELL	\$	152.44
09/28/2021	29972	PICASSO PRESCHOOL	\$	20.45
09/28/2021	29973	RABOAGRIFINANCE LLC	\$	75.00
09/28/2021	29974	RABOAGRIFINANCE LLC	\$	75.00
09/28/2021	29975	RABOAGRIFINANCE LLC	\$	75.00



Coastside County Water District

Monthly Budget Report

Account Summary

For Fiscal: 2021-2022 Period Ending: 09/30/2021

	September Budget	September 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	1,210,464.00	1,295,774.86	85,310.86	7.05 %	3,769,548.00	3,938,333.26	168,785.26	4.48 %	13,387,000.00
	Total RevType: 1 - Operating:	1,210,464.00	1,295,774.86	85,310.86	7.05 %	3,769,548.00	3,938,333.26	168,785.26	4.48 %	13,387,000.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,333.00	8,030.27	3,697.27	85.33 %	12,999.00	20,073.01	7,074.01	54.42 %	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	834.00	391.82	-442.18	-53.02 %	2,500.00	3,534.17	1,034.17	41.37 %	10,000.00
1-4920-00	Interest Earned	4,688.00	1,200.16	-3,487.84	-74.40 %	14,063.00	3,600.50	-10,462.50	-74.40 %	56,250.00
1-4930-00	Tax Apportionments/County Checks	0.00	447.61	447.61	0.00 %	0.00	447.61	447.61	0.00 %	780,000.00
1-4950-00	Miscellaneous Income	1,750.00	12,426.91	10,676.91	610.11 %	1,750.00	19,038.69	17,288.69	987.93 %	7,000.00
1-4955-00	Cell Site Lease Income	15,300.00	15,723.67	423.67	2.77 %	45,900.00	46,675.95	775.95	1.69 %	184,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	175,000.00	359,746.81	184,746.81	105.57 %	400,000.00
	Total RevType: 2 - Non-Operating:	26,905.00	38,220.44	11,315.44	42.06 %	252,212.00	453,116.74	200,904.74	79.66 %	1,539,250.00
	Total Revenue:	1,237,369.00	1,333,995.30	96,626.30	7.81 %	4,021,760.00	4,391,450.00	369,690.00	9.19 %	14,926,250.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	337,135.00	320,223.30	16,911.70	5.02 %	1,061,405.00	997,420.85	63,984.15	6.03 %	2,321,721.00
1-5230-00	Nunes T P Pump Expense	4,000.00	4,332.56	-332.56	-8.31 %	12,000.00	13,587.09	-1,587.09	-13.23 %	44,800.00
1-5231-00	CSP Pump Station Pump Expense	54,000.00	46,249.99	7,750.01	14.35 %	169,000.00	167,175.16	1,824.84	1.08 %	342,000.00
1-5232-00	Other Trans. & Dist Pump Expense	2,600.00	1,974.71	625.29	24.05 %	7,800.00	6,102.07	1,697.93	21.77 %	23,000.00
1-5233-00	Pilarcitos Canyon Pump Expense	700.00	605.31	94.69	13.53 %	2,100.00	1,419.33	680.67	32.41 %	36,000.00
1-5234-00	Denniston T P Pump Expense	1,000.00	776.33	223.67	22.37 %	3,000.00	2,939.90	60.10	2.00 %	64,000.00
1-5242-00	CSP Pump Station Operations	1,600.00	257.75	1,342.25	83.89 %	4,800.00	1,784.12	3,015.88	62.83 %	17,000.00
1-5243-00	CSP Pump Station Maintenance	3,400.00	7.03	3,392.97	99.79 %	9,800.00	1,663.29	8,136.71	83.03 %	38,000.00
1-5246-00	Nunes T P Operations - General	8,000.00	6,597.13	1,402.87	17.54 %	24,000.00	19,662.11	4,337.89	18.07 %	92,500.00
1-5247-00	Nunes T P Maintenance	10,700.00	6,732.35	3,967.65	37.08 %	32,100.00	20,746.62	11,353.38	35.37 %	128,400.00
1-5248-00	Denniston T P Operations-General	5,000.00	421.32	4,578.68	91.57 %	9,000.00	1,363.30	7,636.70	84.85 %	56,500.00
1-5249-00	Denniston T.P. Maintenance	16,000.00	13,701.38	2,298.62	14.37 %	30,000.00	22,162.29	7,837.71	26.13 %	135,600.00
1-5250-00	Laboratory Expenses	5,500.00	3,568.03	1,931.97	35.13 %	17,250.00	12,759.92	4,490.08	26.03 %	77,000.00
1-5260-00	Maintenance - General	30,000.00	32,445.40	-2,445.40	-8.15 %	90,000.00	122,367.54	-32,367.54	-35.96 %	358,000.00
1-5261-00	Maintenance - Well Fields	1,800.00	0.00	1,800.00	100.00 %	3,800.00	0.00	3,800.00	100.00 %	30,800.00
1-5263-00	Uniforms	3,100.00	0.00	3,100.00	100.00 %	9,300.00	311.44	8,988.56	96.65 %	10,300.00
1-5318-00	Studies/Surveys/Consulting	10,000.00	17,622.05	-7,622.05	-76.22 %	30,000.00	39,368.30	-9,368.30	-31.23 %	154,000.00
1-5321-00	Water Resources	2,300.00	0.00	2,300.00	100.00 %	6,900.00	0.00	6,900.00	100.00 %	26,700.00

Monthly Budget Report

For Fiscal: 2021-2022 Period Ending: 09/30/2021

	September Budget	September 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 %	24,000.00	600.00	23,400.00	97.50 %	60,000.00
1-5325-00 Water Shortage Program	0.00	0.00	0.00	0.00 %	0.00	4,747.68	-4,747.68	0.00 %	0.00
1-5381-00 Legal	8,333.00	6,601.50	1,731.50	20.78 %	24,999.00	18,924.00	6,075.00	24.30 %	100,000.00
1-5382-00 Engineering	5,650.00	3,905.76	1,744.24	30.87 %	16,950.00	13,168.25	3,781.75	22.31 %	67,800.00
1-5383-00 Financial Services	6,000.00	5,950.00	50.00	0.83 %	8,000.00	9,075.00	-1,075.00	-13.44 %	22,600.00
1-5384-00 Computer Services	17,700.00	16,860.92	839.08	4.74 %	53,100.00	47,667.11	5,432.89	10.23 %	217,300.00
1-5410-00 Salaries/Wages-Administration	98,450.00	79,133.61	19,316.39	19.62 %	295,350.00	253,145.13	42,204.87	14.29 %	1,181,400.00
1-5411-00 Salaries & Wages - Field	131,000.00	120,481.74	10,518.26	8.03 %	391,000.00	383,792.25	7,207.75	1.84 %	1,666,000.00
1-5420-00 Payroll Tax Expense	16,300.00	14,179.13	2,120.87	13.01 %	48,300.00	45,777.77	2,522.23	5.22 %	206,700.00
1-5435-00 Employee Medical Insurance	44,000.00	40,398.99	3,601.01	8.18 %	132,000.00	125,392.14	6,607.86	5.01 %	542,100.00
1-5436-00 Retiree Medical Insurance	5,000.00	4,968.68	31.32	0.63 %	15,000.00	13,740.69	1,259.31	8.40 %	63,900.00
1-5440-00 Employees Retirement Plan	42,500.00	41,221.34	1,278.66	3.01 %	127,500.00	141,864.56	-14,364.56	-11.27 %	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	5,918.20	506.80	7.89 %	19,275.00	17,700.59	1,574.41	8.17 %	77,100.00
1-5620-00 Office & Billing Expenses	27,000.00	26,960.73	39.27	0.15 %	83,000.00	81,108.86	1,891.14	2.28 %	328,500.00
1-5625-00 Meetings / Training / Seminars	2,750.00	1,255.00	1,495.00	54.36 %	8,250.00	4,283.53	3,966.47	48.08 %	33,000.00
1-5630-00 Insurance	13,500.00	11,727.21	1,772.79	13.13 %	40,500.00	35,181.71	5,318.29	13.13 %	163,300.00
1-5687-00 Membership, Dues, Subscript.	7,200.00	2,881.40	4,318.60	59.98 %	21,600.00	22,235.21	-635.21	-2.94 %	87,400.00
1-5689-00 Labor Relations	500.00	0.00	500.00	100.00 %	1,500.00	0.00	1,500.00	100.00 %	6,000.00
1-5700-00 San Mateo County Fees	3,000.00	1,590.00	1,410.00	47.00 %	4,400.00	1,590.00	2,810.00	63.86 %	25,700.00
1-5705-00 State Fees	3,000.00	0.00	3,000.00	100.00 %	3,000.00	493.00	2,507.00	83.57 %	37,500.00
Total ExpType: 1 - Operating:	943,143.00	839,848.85	103,294.15	10.95 %	2,839,979.00	2,651,320.81	188,658.19	6.64 %	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	376,657.00	376,657.43	-0.43	0.00 %	376,657.00	376,657.43	-0.43	0.00 %	435,168.00
Total ExpType: 4 - Capital Related:	376,657.00	376,657.43	-0.43	0.00 %	884,497.00	884,497.01	-0.01	0.00 %	1,093,888.00
Total Expense:	1,319,800.00	1,216,506.28	103,293.72	7.83 %	3,724,476.00	3,535,817.82	188,658.18	5.07 %	10,490,109.00
Report Total:	-82,431.00	117,489.02	199,920.02		297,284.00	855,632.18	558,348.18		4,436,141.00

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

<u>RESERVE BALANCES</u>	Current Year as of 9/30/2021	Prior Year as of 9/30/2020
CAPITAL AND OPERATING RESERVE	\$10,820,572.43	\$8,500,251.58
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$11,070,572.43	\$8,750,251.58

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$5,752,135.30	\$3,387,526.21
CSP T & S ACCOUNT	\$32,081.71	\$120,605.57
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,449.67	\$19,447.69
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	\$11,070,572.43	\$8,750,251.58

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

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

9/30/2021

* 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	\$ 41,793	\$ 580,000	\$ -	n/a	Design in process - will continue into Fiscal Year 2021/22

FY2020/2021 CARRYOVER PROJECTS	\$ 2,335,361	\$ 267,539	\$ 2,385,361	\$ (50,000)			
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Green = approved by the Board/in process

TOTAL - FY 2021/2022 CIP + PRIOR YEAR CARRYOVER	\$ 8,095,361	\$ 1,438,107	\$ 8,950,613	\$ (855,252)			
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**Legal Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	LABOR & EMPLOYMENT	Election (CVRA)	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
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
Aug-21	4,701			442		2,901				8,043
TOTAL	111,459	0	0	6,474	9,589	6,603	0	0	0	134,123

**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
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			480	3,042
Sep-21	480			480	
TOTAL	5,760	896	15,521	22,177	18,563

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	
CAL-19-04	CSP Main Breaker					\$ -	
	SCADA Systems		10/15/2019	10/15/2019	\$104,000.00	\$ 114,250.00	
	Spare 350/500 Pumps					\$ 3,327.09	
	CSP Main Breaker					\$ 5,220.00	
Closed Projects - Subtotal (pre FY2019-2021)					\$960,319.86	\$1,102,049.95	

FY 2020-2021 Open Projects:

Open Projects - Subtotal	\$0.00	\$0.00	\$0.00
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Other: Maintenance

Tanks	\$ 24,807.00
Crystal Springs Maintenance	\$ 1,639.94
Nunes Maintenance	\$ 43,298.96
Denniston Maintenance	\$ 32,873.87
Distribution System	\$ 51,757.43
Wells	
Cellular Telemetry	\$ 2,567.26

Subtotal Maintenance	\$ 156,944.46
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FINAL TOTAL FY 2020/21	\$ 156,944.46
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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 September 14, 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 September 14, 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 7:01 p.m. participating in roll call via Zoom Video Conference: Directors John Muller, Ken Coverdell, Chris Mickelsen and Vice-President 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.

Sanjay Gaur, Principal Consultant of Water Resources Economics and Nancy Phan, Senior Consultant of Raftelis Financial Consultants, Inc. were 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 August 31, 2021:

Claims: \$761,970.08; Payroll: \$184,854.33 for a total of \$946,824.41

B. Acceptance of Financial Reports

C. Approval of Minutes of August 14, 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-August 2021
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- H. Monthly Rainfall Reports
- I. Transfer Approved for August 2021
- J. SFPUC Hydrological Report for the Month of July 2021

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

Director Muller commented on Item G asking if there was any way that we could capture the water discharge from flushing into a tank to be used in landscaping or other uses. Mr. Derbin said it was logistically difficult to capture the water and President Reynolds said it was very expensive and not financially viable at this time.

A. ON MOTION BY Vice-President Feldman 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
President Reynolds	Aye

5) MEETINGS ATTENDED/DIRECTOR COMMENTS

Director Mickelsen shared information from BAWSCA regarding the State Water Resources Control Board’s emergency curtailment order on the Tuolumne River and San Joaquin River watersheds.

6) GENERAL BUSINESS

A. Discussion and Consideration of Potential Drought Rates Consistent with Water Shortage Contingency Plan

Ms. Rogren opened the discussion by noting that subsequent to the adoption of the updated Water Shortage Contingency Plan at the June 8, 2021 Board of Directors meeting, staff engaged Raftelis Financial Consultants, Inc. (“Raftelis”) to model drought rates based on the District’s Water Financial Plan and Rate Update Study dated August 3, 2020.

Ms. Rogren introduced Sanjay Gaur, Principal Consultant of Water Resources Economics and Nancy Phan, Senior Consultant at Raftelis to walk through their drought rate model. Mr. Gaur and Ms. Phan provided an overview of drought rates, noting that the drought rates are designed to recover lost revenue due to reductions in water usage and differences in water purchase costs. Surcharges are tied to specific drought stages as defined by the District’s Water Shortage Contingency Plan. Based on Proposition 218 requirements, the drought rates

would be the maximum that the Board could implement in a drought, however the Board would have the discretion to implement a lower or no drought rates during a drought.

Ms. Phan walked through the details of the drought rate model and rate options. Ms. Phan, Mr. Gaur, and staff recommended that the District consider a uniform percentage rate calculation that would apply the same percentage increase to all commodity charges. Advantages of this approach include that it is easy to understand and administer; targets use and conservation; and promotes affordability.

Discussion ensued with the Board, and staff was directed to continue in its efforts to implement drought rates. Raftelis will prepare a draft report summarizing the model and proposed drought rates that are based upon the District's Water Financial Plan and Rate Update Study and utilizing the updated Water Shortage Contingency Plan. Staff will present the draft Raftelis report as well as a draft Proposition 218 notice for the drought rates at the November 9, 2021, Board of Directors Meeting with the goal of conducting a Public Rate Hearing at the January 11, 2022 Board Meeting.

B. Water Shortage Advisory and Public Outreach Update

Ms. Brennan provided an overview of the State Water Resources Control Board emergency curtailment order for the Delta Watershed (including the San Joaquin River watersheds) that became effective on August 19, 2021, and noted that SFPUC water supplies will be impacted. SFPUC has indicated that they will comply with the order, but SFPUC is also in the process of compiling data to appeal the order based upon health and safety considerations.

Ms. Brennan reported that key outreach activities included placing an "It's a Drought" banner on the side of the District's office building, and she thanked staff for their assistance in the installation.

Ms. Brennan also noted that water reductions for the month of August did not meet the Governor's requested goal of 15% reduction from 2020 levels. Ms. Brennan reported that the National Weather Service is forecasting La Nina conditions for the San Francisco Bay Area which suggests a dry winter season. If weather conditions remain dry and the District is not able to meet its water savings goal, the District may have to go into Stage 2 of the Water Contingency Plan before the end of the year.

C. Nunes Water Treatment Plant Improvement Project Update

Mr. Derbin touched on some of the highlights of the Nunes WTP Improvement Project Update which officially started construction on August 16, 2021. A brief video of the work that had been completed through September 13, 2021, was shared with the Board.

7) MONTHLY INFORMATION REPORTS

A. General Manager's Report

Ms. Rogren shared that the District joined 35 local governments and special districts in San Mateo County in providing updates to the San Mateo County 2021 Multijurisdictional Local Hazard Mitigation Plan. District staff participated in completing surveys and attending workshops from March to July 2021, and the draft plan was published in August 2021. Adoption of the plan (updated on a five-year cycle) allows the County and its partners to remain eligible for various types of pre-and post-disaster community assistance including grants from the Federal Emergency Management Agency (FEMA) and the State government.

Ms. Rogren also reported that District staff recently completed the State Water Resources Control Board Drinking Water Arrearages Survey that will be used by the State to determine a method of allocation of \$985 million of federal funds earmarked to provide relief to community water and wastewater systems for unpaid bills related to the pandemic.

B. Superintendent of Operations Report

Mr. Derbin summarized operations highlights for the month of August 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 8:28 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Glenn Reynolds, President
Board of Directors

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022

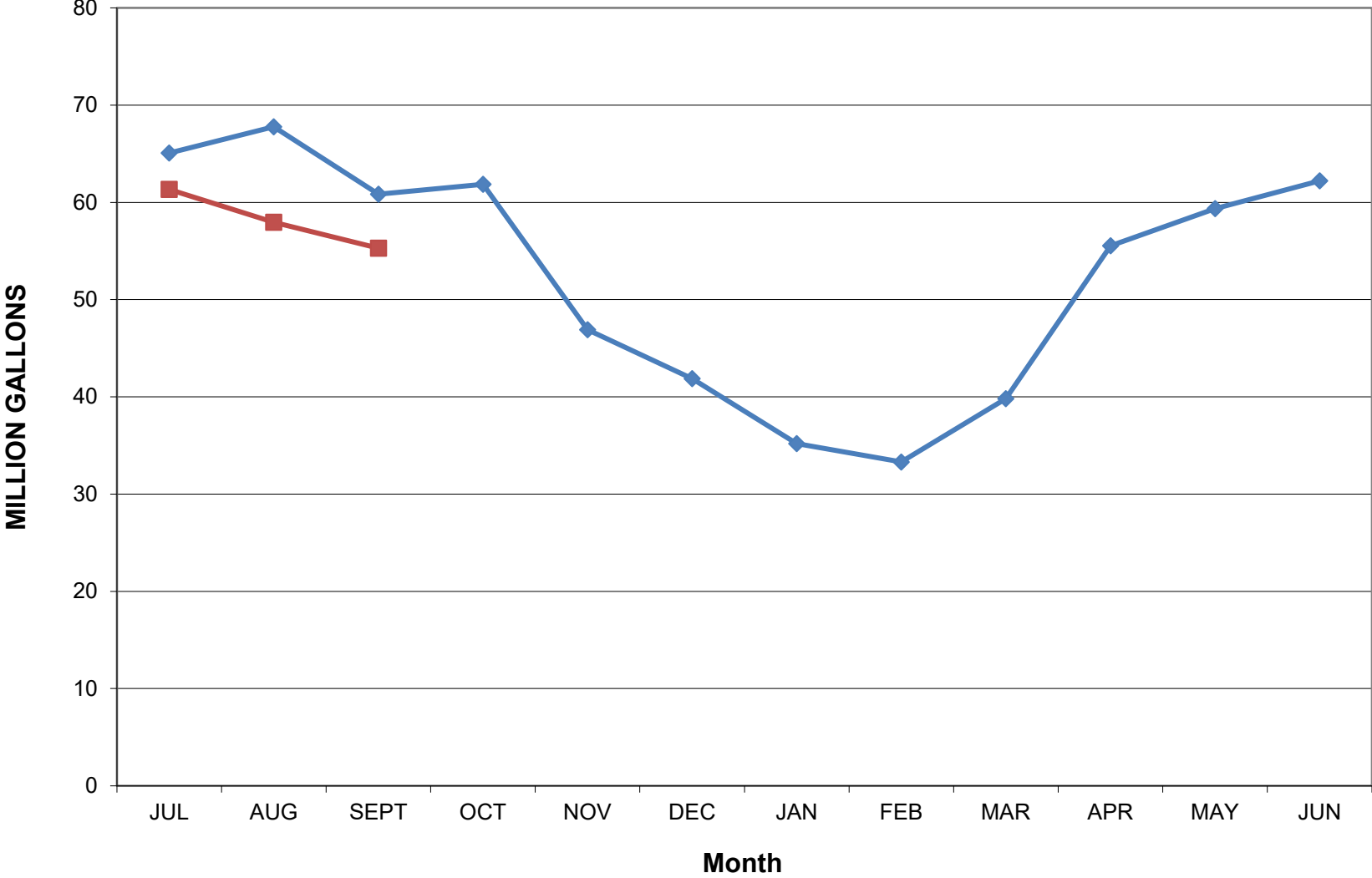
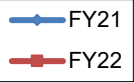
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	65.93	65.93	4.60	61.33
AUG	0.00	0.00	0.00	0.00	61.90	61.90	3.95	57.95
SEPT	0.00	0.00	0.00	0.00	59.74	59.74	4.45	55.29
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	187.57	187.57	13.00	174.57
% MONTHLY TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	7.4%	92.6%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	6.9%	93.1%

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

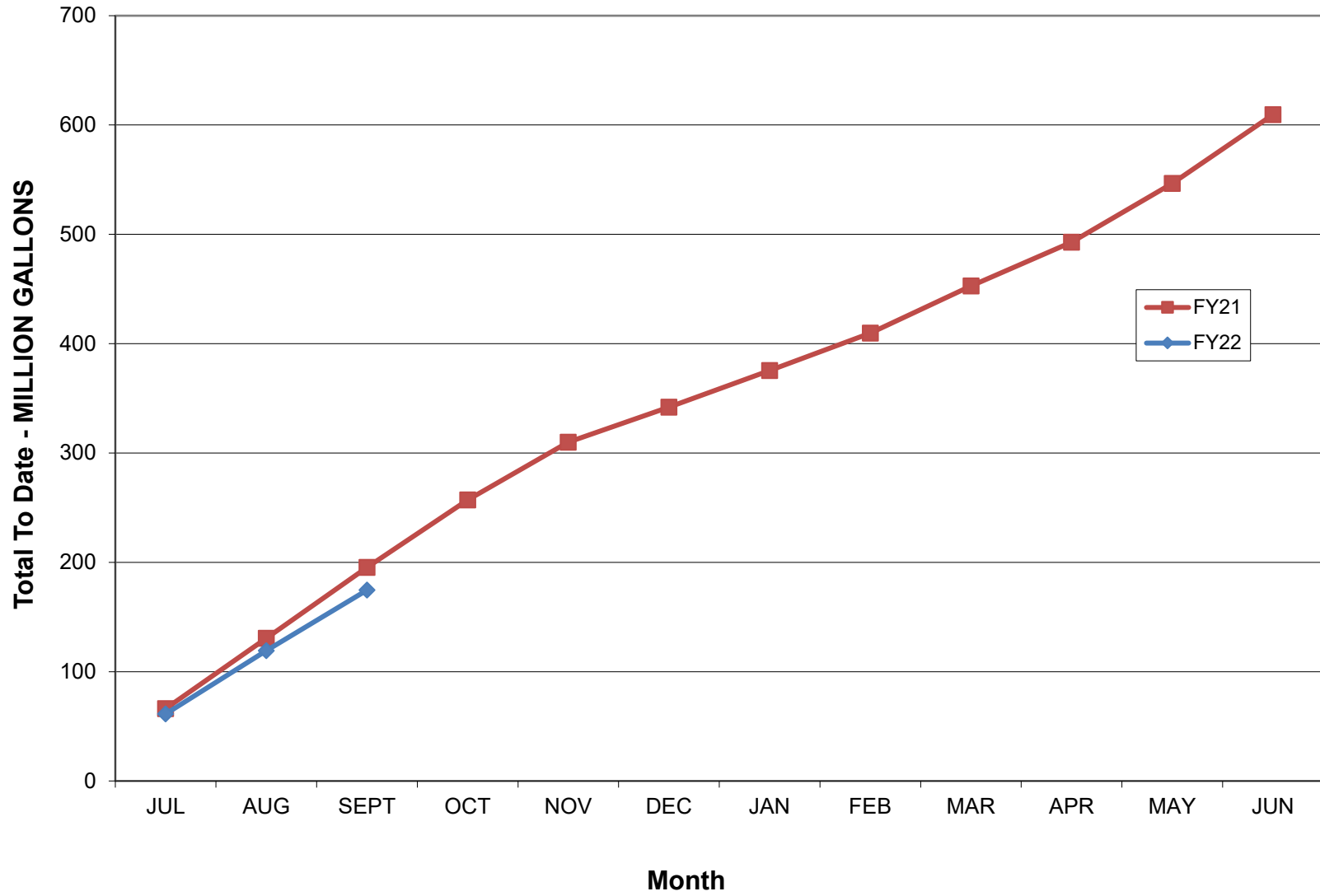
12 Month Running Treated Total **610.60**
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2021

	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



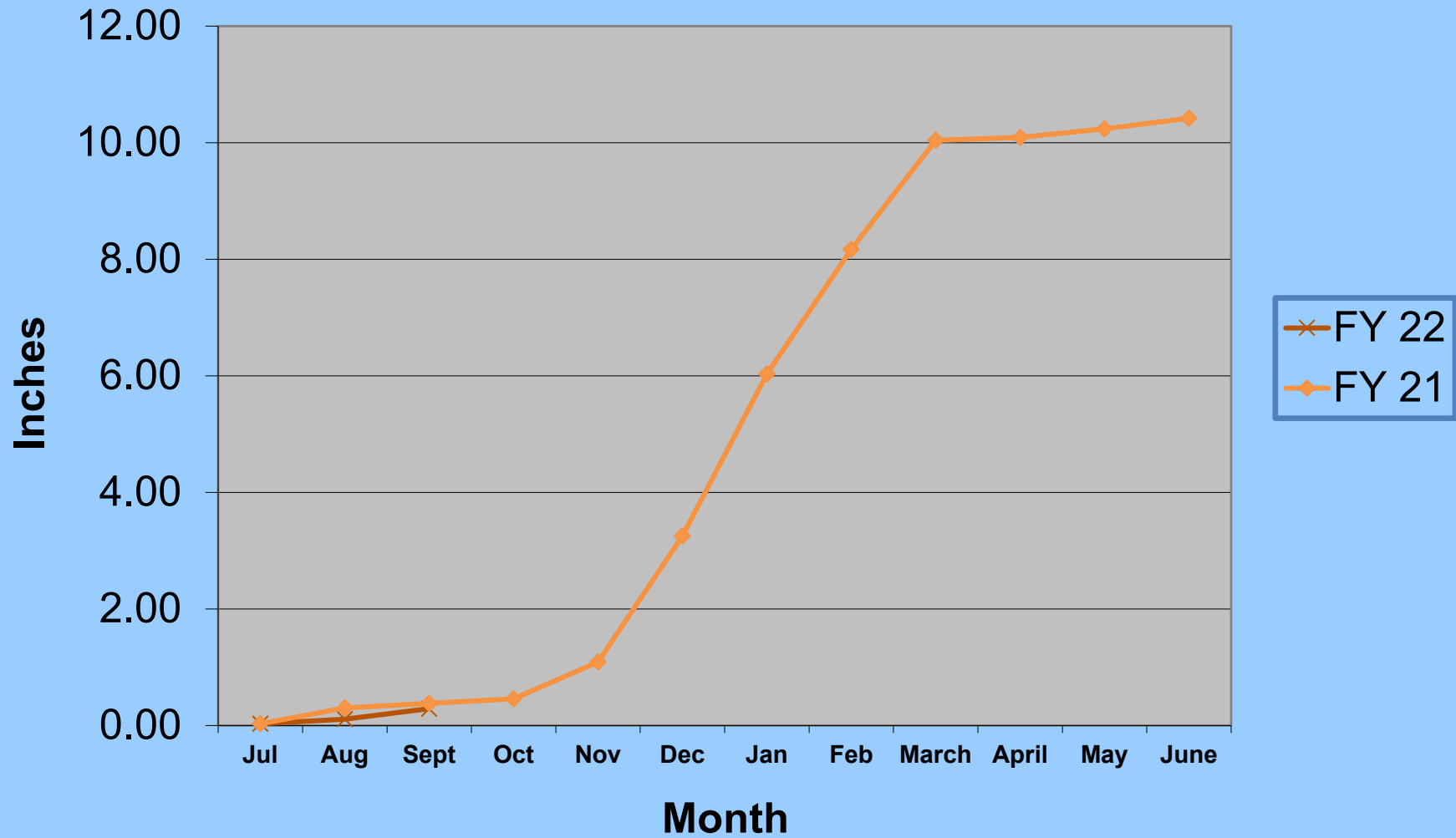
Cumulative Production FY21 vs FY22



MONTH Sep-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	9/1/2021	9/1/21	7 Purissima Way	Main	2" Galv	0.00003
2						
3						
4						
5						
6						
7						
8						
Totals						0.00003

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.019
Reservoir Cleaning	
Automatic Blowoffs	0.109
Dewatering Operations	
Other (includes flow testing)	0.000
DISCHARGES GRAND TOTAL (MG)	
0.128	

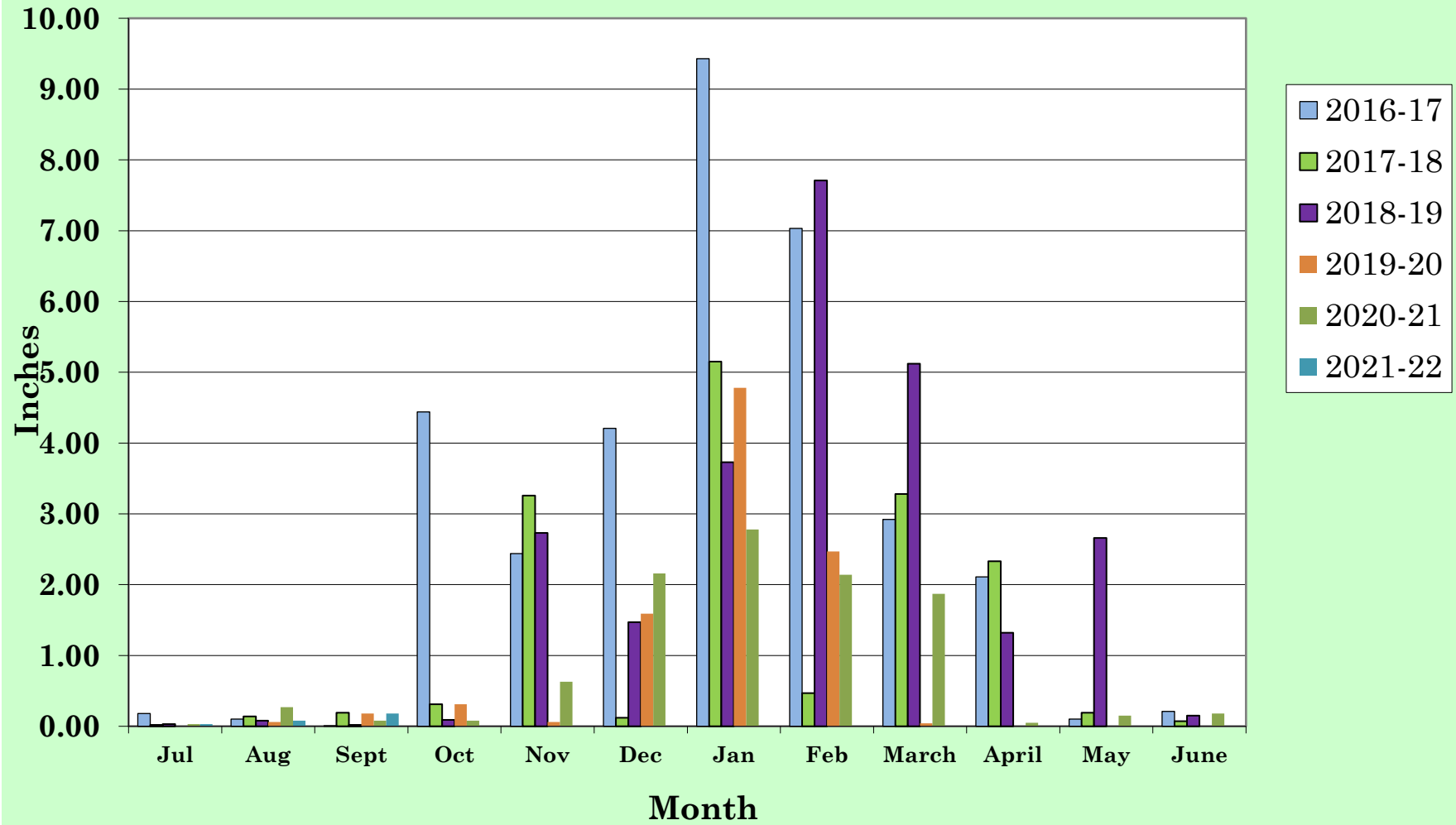
Rainfall Total Comparison Fiscal Years 21-22



Coastside County Water District

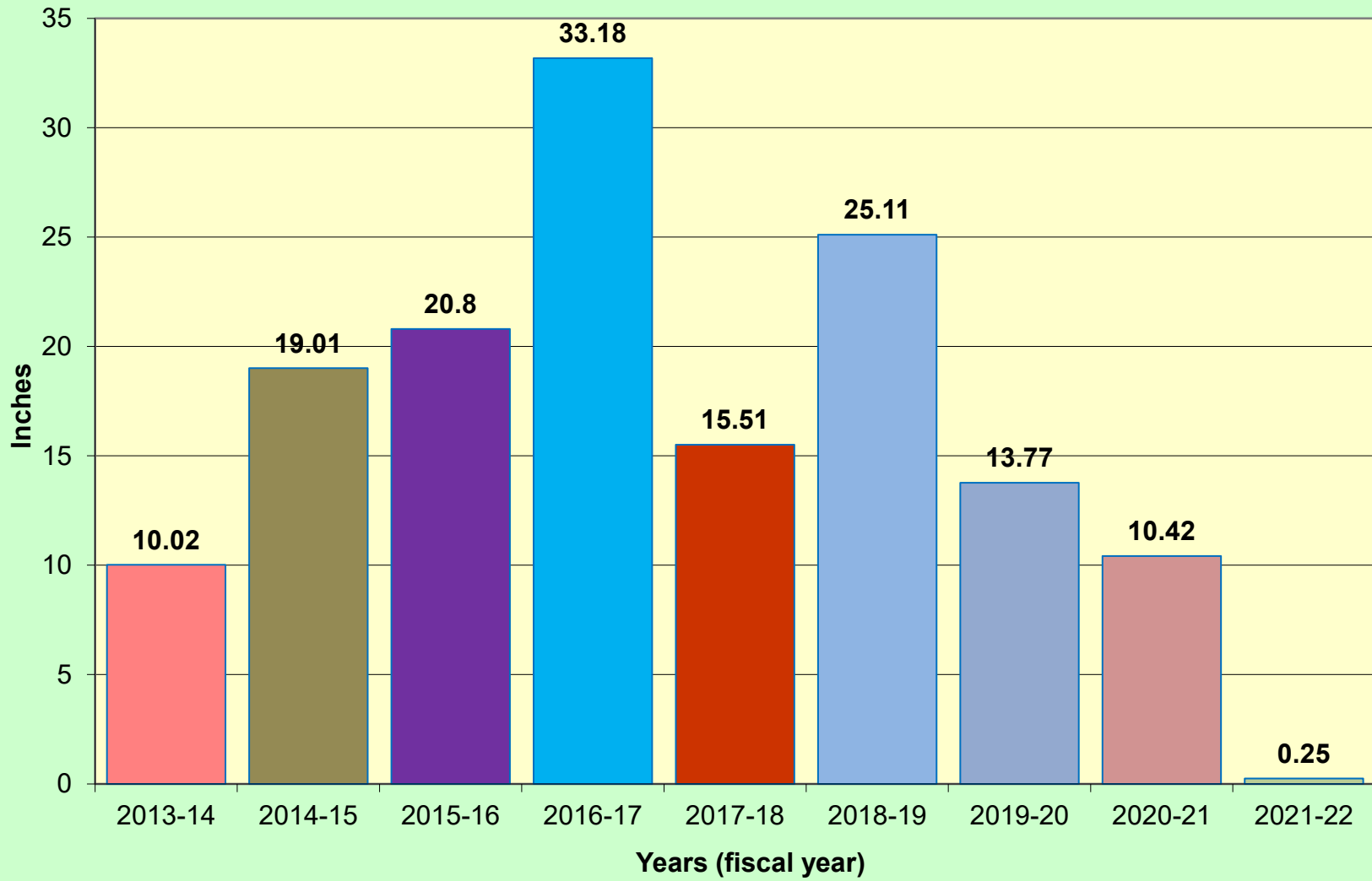
Rainfall by Month

Fiscal Years 17 - 22



Rain Totals

Fiscal Years 14 - 22



STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: October 12, 2021

Report Date: October 08, 2021

Subject: Approval for Vice-President Feldman to attend the Association of California Water Agencies (ACWA) Fall Virtual Conference & Exhibition, November 30-December 2, 2021

Recommendation:

Approve expense reimbursement for Vice-President Feldman's three-day virtual conference (Tuesday through Thursday, November 30-December 2, 2021) at the Association of California Water Agencies (ACWA) Fall Virtual Conference & Exhibition, November 30-December 2, 2021, registration fee of \$385.00.

Background:

District policy in Section XII.b of Resolution 2004-06 (Code of Conduct) states that "Each member of the Board of Directors is encouraged to participate in those outside activities and organizations that in the judgment of the Board further the interests of the District. Expenses incurred by Board members in connection with such activities are reimbursable, where authorized in advance or subsequently ratified by the Board."

Vice-President Feldman plans to attend the ACWA Fall Virtual Conference & Exhibition and requests that the Board approve reimbursement of his expenses.

ACWA conferences provide an excellent opportunity for Directors and water utility staff to learn about California water issues. The District has reimbursed Director's attendance at these conferences in the past.

San Francisco Public Utilities Commission Hydrological Conditions Report August 2021

J. Chester, C. Graham, N. Waelty, September 10, 2021



Hetch Hetchy Water and Power (HHWP) maintenance crews uncover sections of the San Joaquin Pipeline (SJPL) in order to do an exterior coating assesment. The assesment will be utilized by HHWP Maintenance Engineering for design/construction of pipeline protection prior to a Pacific Railroad rail extension project which crosses the SJPL easment.

System Storage

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

Table 1 Current System Storage as of September 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	267,131		360,360		93,229		74%
Cherry Reservoir ²	201,910		273,345		71,435		74%
Lake Eleanor ³	22,239		27,100		4,861		82%
Water Bank	354,740		570,000		215,260		62%
Tuolumne Storage	846,020		1,230,805		384,785		69%
Local Bay Area Storage							
Calaveras Reservoir	54,683	17,818	96,824	31,550	42,141	13,732	57%
San Antonio Reservoir	44,673	14,557	50,496	16,454	5,823	1,897	89%
Crystal Springs Reservoir	48,741	15,882	58,377	19,022	9,636	3,140	84%
San Andreas Reservoir	16,362	5,332	18,996	6,190	2,634	858	86%
Pilarcitos Reservoir	1,560	508	2,995	976	1,435	468	52%
Total Local Storage	166,019	54,097	227,688	74,192	61,668	20,094	73%
Total System	1,012,039		1,458,492		446,453		69%

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.

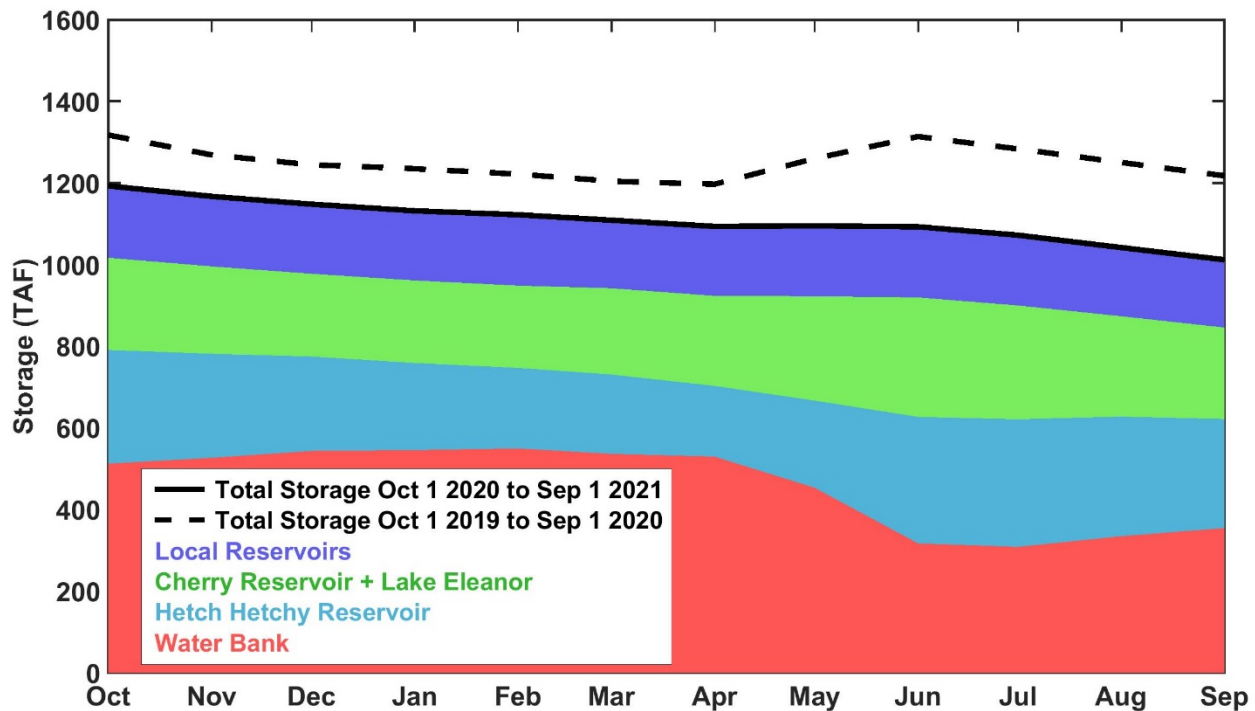


Figure 1: System storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The August 2021 six-station precipitation index had no 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.

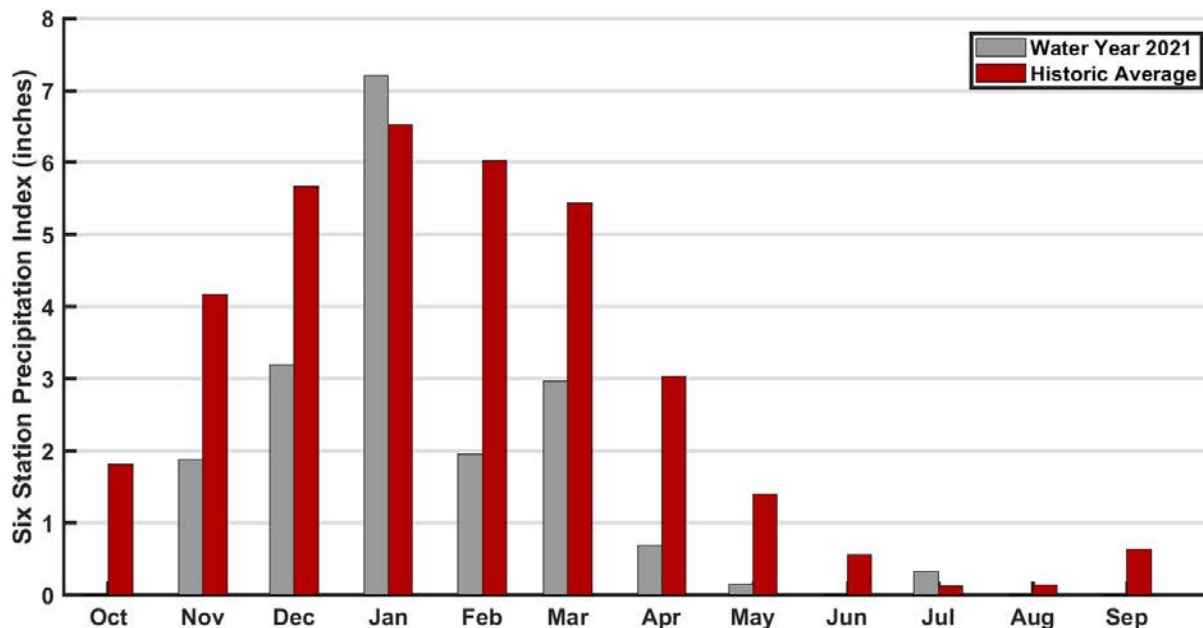


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation averages. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of September 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 did not receive precipitation in August resulting in 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.

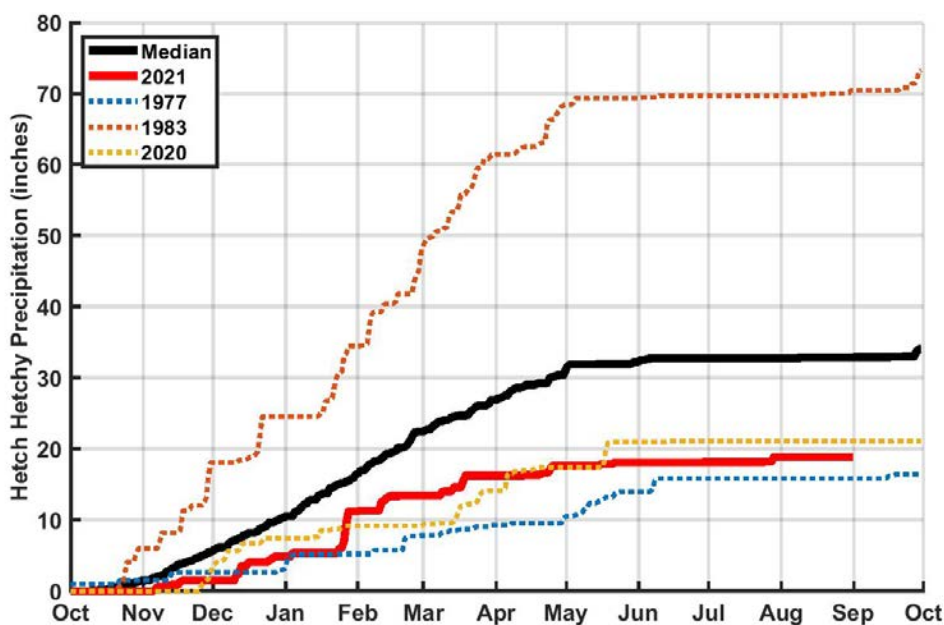


Figure 3: Water Year 2021 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2020 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for August 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	August 2021				October 1, 2020 through August 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	1,343	6,994	13,698	10%	273,445	699,972	732,221	37%
Inflow to Cherry Reservoir and Lake Eleanor	0	1,648	3,203	0%	178,980	442,832	450,150	40%
Tuolumne River at La Grange	7,757	15,673	24,312	32%	606,605	1,670,349	1,802,942	34%
Water Available to City	0	0	1,392	0%	56,864	580,260	763,870	7%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 27,152 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for August 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 September 1-14 and decrease to 50 cfs for September 15-30.

Cherry Reservoir valve and power draft releases totaled 18,351 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir for August was 15 cfs and remains 15 cfs through the end of September. Lake Eleanor required release for August was 20 cfs and will remain 20 cfs until the end of September.

San Joaquin Pipeline average deliveries were 230 MGD for the month of August, which includes a rate increase from 208 MGD to 235 MGD on August 4.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant was offline for August. The Sunol Valley Water Treatment Plant production for the month was 22 MGD.

Local System Water Delivery

The average August delivery rate was 219 MGD, which is a 1% decrease below the July delivery rate of 222 MGD.

Local Precipitation

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

Weather Station Location	August		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	0.01	1%	18.54	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

Water Year inflows to-date at Hetch Hetchy Reservoir have totaled 273,445 acre-feet.

Hetch Hetchy Reservoir is drafting via SJPL deliveries and instream releases. Cherry Reservoir is drafting with instream releases and generation at Holm Powerhouse. Generation for recreation flows ended at Holm Powerhouse on August 31. Scheduled generation at Holm Powerhouse has been reduced to a minimum to maintain storage in Cherry Reservoir and Lake Eleanor Reservoir. 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 September 1, there has been 56,864 ac-ft water available to the City in Water Year 2021.

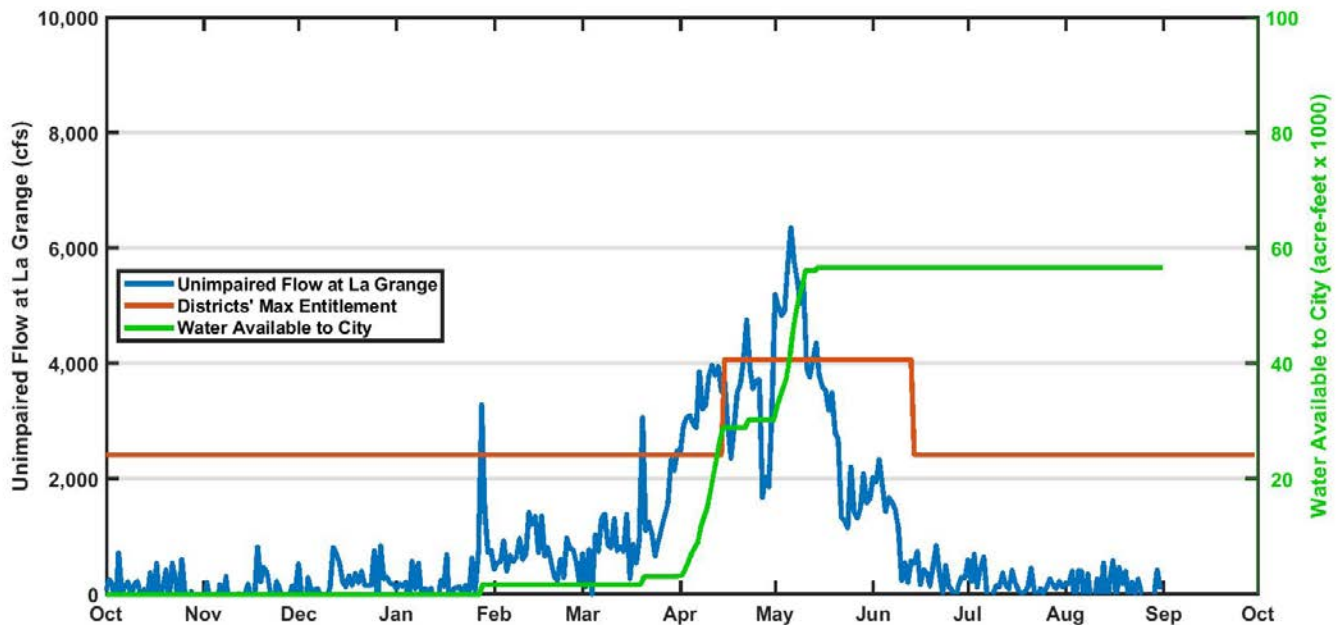


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: October 12, 2021

Report

Date: October 8, 2021

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

Recommendation:

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

Background:

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

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

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

Per AB361, The Board will need to consider and reaffirm, by motion, the findings of this Resolution every 30 days.

RESOLUTION NO. 21-06

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

COASTSIDE COUNTY WATER DISTRICT

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

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

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

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

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

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

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

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

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

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

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

AYES:

NOES:

ABSENT:

Glenn Reynolds, President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the Board of Directors

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: October 12, 2021

Report: October 8, 2021

Subject: Water Shortage Advisory and Public Outreach Update

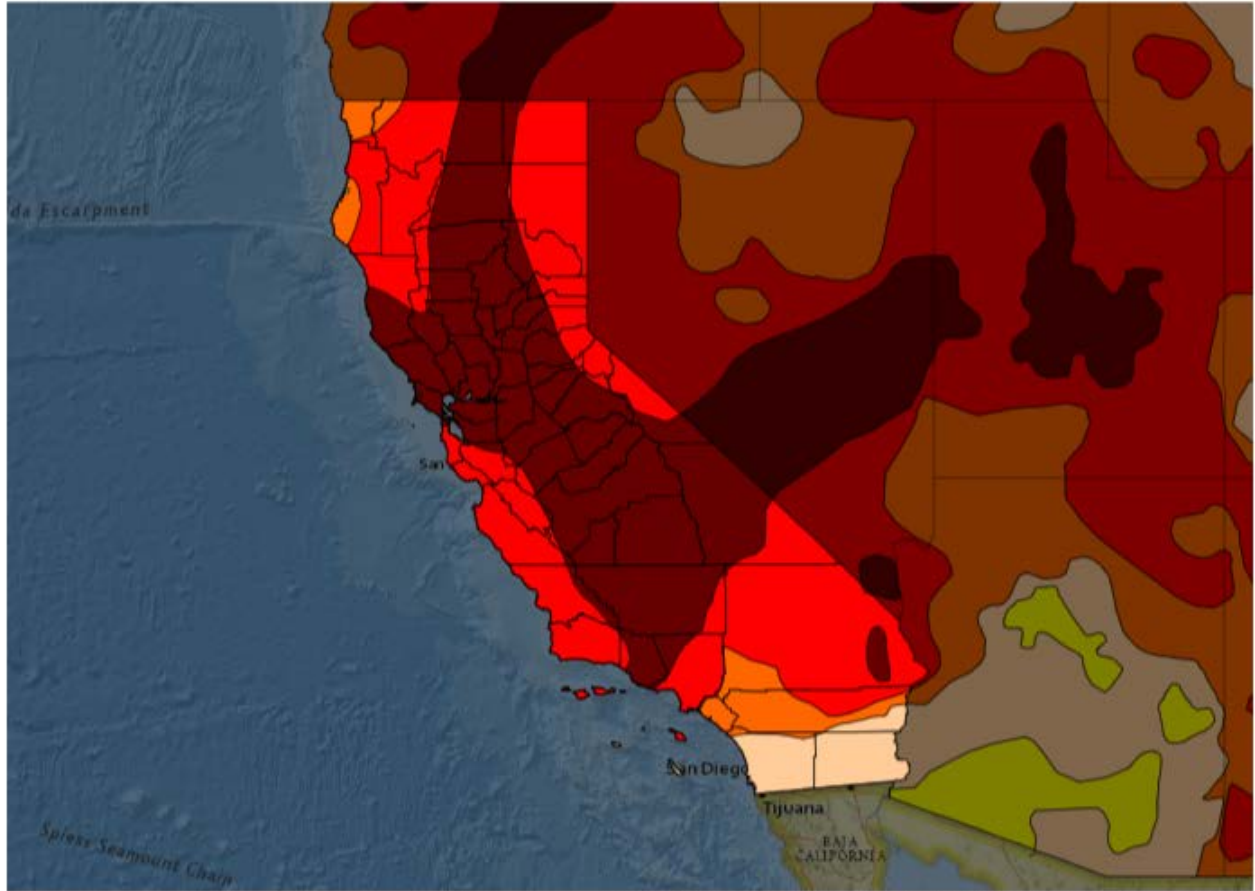
Attachments: Outreach Summary

Background

The District relies on purchased water from the SFPUC Regional Water System to meet the water demand of its service area. The SFPUC has been asking wholesale customers to implement voluntary reductions in water purchases by 15 percent as of July 12, 2021. SFPUC's request for voluntary reductions in water purchases 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.
8/19/2021	Curtailment order for the Delta Watershed (including the San Joaquin River watersheds) authorized by the State Water Resources Control Board and approved by the Office of Administrative Law on August 19, 2021. https://www.waterboards.ca.gov/drought/delta/
9/26/2021	Warning from BAWSCA of elevated water rationing status from SFPUC. Mandatory rationing request by SFPUC of at least 10 percent as early as late October due to curtailment orders on the SF Bay-Delta tributaries.

Current U.S. Drought Monitor Conditions for California: Current



Basemap Sources: National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, INCREMENT P

U.S. Drought Monitor for CA



Source(s): NDMC, NOAA, USDA
Updates Weekly - 10/05/21

Drought.gov

Report

San Mateo County is experiencing extreme drought conditions and watersheds in Alameda County and Tuolumne County are experiencing extreme to exceptional drought conditions. The watersheds that the District relies on for water supply have experienced two consecutive years of drought and there is chance of a third year of drought conditions.

Production

Currently, the District is 100 percent dependent on imported water. When comparing the month of September 2021 imported water production data to the month of September 2020 imported water production data, it shows that the District decreased its purchases by 3.9 percent. **The goal is a 15 percent reduction to meet SFPUC’s request.**

Production	September 2020	September 2021	Difference	Percent Reduction
MG Purchases	62.15	59.74	2.14	3.9

Consumption

When comparing sales data from the month of September 2021 to the month of September 2020, it shows that District customers are using about 3 percent more water. **Our goal is for customers to use 15 percent less water compared to 2020 to meet the Governor’s conservation request.**

Sales Data (MG)	September 2020	September 2021	Difference (MG)	Percent Reduction
RESIDENTIAL	32.19	28.29	3.900	12%
COMMERCIAL	2.64	2.91	-0.270	-10%
RESTAURANT	1.01	1.33	-0.320	-32%
HOTELS/MOTELS	2.02	2.39	-0.370	-18%
SCHOOLS	0.61	0.81	-0.200	-33%
MULTI DWELL	2.83	2.59	0.240	8%
BEACHES/PARKS	0.60	0.64	-0.040	-7%
AGRICULTURE	4.73	6.40	-1.670	-35%
RECREATIONAL	0.23	0.21	0.020	9%
MARINE	0.53	0.45	0.080	15%
IRRIGATION (Residential)	1.56	1.50	0.060	4%
FIRE SYSTEMS	0.01	0.00	0.010	100%
IRRIGATION (Non-Residential)	2.23	5.06	-2.830	-127%
RAW WATER	7.00	7.52	-0.520	-7%
PORTABLE	0.33	0.34	-0.010	-3%
CONSTRUCTION	0.31	0.33	-0.020	-6%
Totals	58.83	60.77	-1.940	-3

Outreach

Attached to the report is a summary of the outreach staff has completed by month, since the District declared a Water Shortage Advisory. The Half Moon Bay Rotary Club invited staff to speak on the current drought and what it means for Coastside County Water District customers.

Staff arranged for an advertisement in the Half Moon Bay Review Newspaper the last week of October. The same advertisement will be in the Half Moon Bay Review October Magazine.

SFPUC Update

Staff received an update from San Francisco Water on the drought and water shortage on October 7, 2021, from Steve Ritchie the Assistant General Manager. San Francisco Water is planning on bringing to the San Francisco Public Utilities Commission a declaration of a Water Supply Emergency on November 9th. They will be asking the Commission to declare an emergency but still maintain voluntary rationing for both retail and wholesale customers.

The baseline year for the water supply emergency will be fiscal year 2020 with a total of 197.4 MGD of purchases. The District's purchases during fiscal year 2020 were 1.02 MGD but our total demand was 1.83 MGD. A reduction of ten percent was calculated and a total of 177.7 MGD is the water budget for both wholesale and retail customers during this initial water supply emergency declaration. Wholesale customers (BAWSCA agencies including San Jose and Santa Clara) are allocated a total of 113.7 MGD based on Tier 1 allocations between retail (36%) and wholesale (64%) customers. BAWSCA's calculations for the Tier 2 allocations among the wholesale agencies resulted in the District's water allocation of .92 MGD under San Francisco's Water Supply Emergency.

Compliance with the request for voluntary reductions in water purchases will be tracked monthly and cumulatively based on the fiscal year. Any penalties would be assessed at the end of the fiscal year based on total water purchases by each individual agency during the fiscal year. The decrease in water purchases from San Francisco Water may also result in potentially higher wholesale rates next fiscal year. San Francisco Water anticipates that November, December, and January water purchases should drop significantly as demand decreases with irrigation systems being turned off.

Next Actions

Staff is preparing to enter Stage 2 - **Water Shortage Warning** - of the District's Water Shortage Contingency Plan. Stage 2 begins mandatory reductions in water consumption. Stage 2 is described as up to a 20 percent shortage of water for Coastside County Water District. Going to the Water Shortage Warning is based on the existing dry conditions and not having access to any local sources. It is also based on the SFPUC declaring a water supply emergency on November 9th and the District not meeting our voluntary (15%) goals for reductions in water use. Staff will bring to the Board an ordinance and staff report requesting to implement a Water Shortage Warning in November after the SFPUC's November 9th meeting.

Stage 1 - Water Shortage Advisory

Completed Outreach		
Month	Message	Task
May 2021	10 percent Reduction Outdoors	<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 KQED 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>
June 2021	10 Percent Reduction Outdoors	Coastside Radio Interview
July 2021	15 Percent Reduction - Total - with emphasis on reducing irrigation	<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>
August 2021	15 Percent Reduction -Total - with emphasis on reducing irrigation.	<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>
September 2021	15 Percent Reduction -Total - with emphasis on reducing irrigation	<p>Presentation to the Half Moon Bay Rotary Club 9/23/2021</p> <p>District reached out by either email or mail to 1,436 single family residential customers regarding irrigation or high water use.</p>

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: October 12, 2021

Report

Date: October 8, 2021

Subject: Approval of Professional Services Agreement with Balance Hydrologics, Inc. for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis

Recommendation:

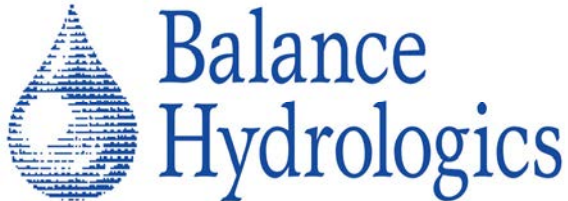
Authorize the General Manager to enter into a Professional Services Agreement with Balance Hydrologics, Inc. for Water Year 2022 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost of \$99,412.

Background:

Quantifying the amount of water available for diversion from Denniston and San Vicente Creeks is vitally important to the District's efforts to secure its water rights on those streams. Balance Hydrologics (Balance) has provided stream gaging, monitoring, and analysis services to the District starting with Water Year 2011 (WY11 - October 1, 2010 to September 30, 2011). Balance's proposal dated October 5, 2021 (Attachment A) covers WY22 continuation of gaging and analysis services for stations on Denniston and San Vicente Creeks, and groundwater monitoring.

Fiscal Impact:

Cost of \$99,412 is included in the Capital Improvement Program for Denniston/San Vicente. (For comparison purposes, the Water Year 2020 agreement was approved for \$98,162 in September 2020.)



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12020 Donner Pass Road • Unit B1 • Truckee, CA 96161 • (530) 550-9776
www.balancehydro.com • email: office@balancehydro.com

October 5, 2021

Mary Rogren, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019-1995

RE: Proposal to Gage Denniston Creek, San Vicente Creek and Monitor Inactive Wells and Hydrologic Conditions, Water Year 2022

Dear Ms. Rogren:

It is our pleasure to provide you with this letter proposal containing our recommended scope to continue surface-water monitoring in Denniston and San Vicente Creeks, and groundwater in the unconsolidated aquifers adjoining Denniston and San Vicente Creeks. This proposal encompasses continuation of the water year¹ 2011 (WY2011) through WY2021 into WY2022 of baseline stream gaging. Results will extend the flow record, which will help the Coastside County Water District (CCWD) evaluate (a) streamflow availability and (b) meet regulatory-staff expectations – both for the CCWD ongoing EIR process and for eventually perfecting of your water rights – and (c) in this case, basic streamflow and geomorphic characterization, such that CCWD can plan a program of diversions most compatible with the uniquely persistent flows of these two watersheds drawing from the deeply-weathered granitics of the Montara Mountain watersheds, (as described in our previous reports). It is our understanding that extending the monitoring period will facilitate CCWD’s environmental and permitting process and will be beneficial for assessing diversion strategies that meet your expectations for yield and for site-appropriate watershed protection.

During WY2021 we (a) continued monitoring five stream gages and (b) concurrently monitored water levels (and salinities) in three wells, plus three piezometers, and the three multi-level piezometers beneath Pillar Point Marsh, such that interaction of streamflow and groundwater conditions may be better described. Please see attached Figure 1 that shows past and current monitoring locations.

¹ A “water year” (WY) is defined as the period from October 1st of the preceding year through September 30th of the named year. For example, water year 2022 (WY2022) starts October 1, 2021 and ends September 30, 2022.

Ms. Mary Rogren
October 5, 2021
Page 2

In WY2022 we will (a) continue monitoring five stream gages, (b) and concurrently monitoring water levels (and salinities) in three wells, three piezometers, and in Pillar Point Marsh, such that interaction of streamflow and groundwater may be better described (see Work Scope, below).

To address the objectives of this work, we present a technical scope of work outlined under the following tasks:

1. *Water year 2022 stream gaging and monitoring*
2. *Draft and final water year 2022 reporting*
3. *Golden Gate National Recreation Area (GGNRA) permit compliance reporting*
4. *Other studies not presently part of the scope of work which you may request and authorize.*
5. *Project administration*

The next several paragraphs elaborate on this proposed approach.

Work Scope

Task 1. Water year 2022 monitoring

The water year 2022 monitoring effort will include (a) approximately monthly site visits to the five gaging locations to collect baseline data, (b) approximately quarterly visits to monitor groundwater levels (and salinities) at three wells, three piezometers, and in the Pillar Point Marsh, and (c) up to 3-4 visits during storms.

Monthly Streamflow Measurements

The measurements must conform with the requirements of the Division of Water Rights, as put forth below. Monthly visits allow us to calibrate flow measurement at stations by performing a flow (discharge) measurement and staff plate (gage height) readings. During quarterly visits we will also download data from the levelloggers (San Vicente above diversion) and make channel observations (such as new high-water marks, bed conditions, and changes in the riffles and/or logs which control flow at the various gages), plus perform maintenance and calibration. During winter storms when flows are elevated, we will endeavor to make supplemental field visits to measure flow and other observations (i.e., identify high-water marks, field-meter and qualitative observations of water quality, when and where logjams form and dissipate, etc.). These visits are used to complete the stage-to-discharge rating curve(s) through the highest flows observed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to the station spreadsheet, and reduce the data to daily mean flow values. We also check, maintain, and service the field equipment owned by CCWD.

We recommend continuation of the low-flow synoptic measurements at both the station in Denniston Canyon just downstream of the Canyon Field diversion (DCAAD) and the former DCBD location to characterize potential gains and losses between the reservoir and mouth of Denniston Creek at station DCAD (above Denniston Reservoir, at the water treatment plant bridge).

Ms. Mary Rogren
October 5, 2021
Page 3

Presently, the preliminary station data are made available via our real-time system on the Balance Hydrologics website for the four real-time stations, SVAE, SVCA, DCAD and DCBC. This feature provides real-time information to both the CCWD staff and Balance staff. You have chosen to make the highlights of the information collected at DCBC available to the community at large, such that GGNRA and resource-agency staff as well as residents of the area can come to better understand the local streams. Finally, in addition to CCWD uses of the real-time data portal, having this information available remotely will continue to improve the efficiency of winter storm monitoring, and allows us to continue to monitor in a more cost- and data-effective manner.

Storm Streamflow Measurements

Due to the highly mobile sandy beds on both Denniston Creek and San Vicente Creek, gaging these creeks is particularly challenging relative to channels that have more stable bedrock, cobble-boulder, or even gravel beds. To meet this challenge, we will continue to regularly visit the sites, particularly during high-flow events. During WY2022 we will continue to refine the low end of the rating curves, but also refine the high end of the rating curves, getting better estimates of flow during storm or post-storm runoff, when diversions can most easily be accommodated with minimal environmental effects. This is particularly important because WY2020 and WY2021 were dry years with few opportunities for storm streamflow measurements, and high-flow calibration data is desirable. As such, we will continue to make regular site visits at intervals of about a month throughout the year, in addition to a number of planned storm visits.

Measuring Shallow Groundwater and Surface-Groundwater Interaction

Each of the three monitoring wells (Inactive wells 4, 7, and 9) is currently equipped with a levellogger that records water level and temperature every hour. In addition, we are proposing to continue to monitor the three-piezometer nest (three co-located piezometers screened at staggered depths) located at the north flank of West Avenue at Pillar Point Marsh. The three piezometers, initially constructed in 1989, are instrumented. These data help us to identify the lower boundary condition for the shallow aquifer system adjacent to San Vicente and Denniston Creeks, an anticipated contentious issue with both the Coastal Commission and the Division of Water Rights.

This task provides time for us to measure depth-to-water and specific conductance in the three monitoring wells and three Pillar Point Marsh piezometers and download data during four quarterly site visits. In the office, we will enter the information into the station log, add the downloaded data to the station spreadsheet, calibrate and plot the hourly data. We will develop graphics comparing the water levels in each of the wells, and rate at which the water table is recharged during storm the winter or falls during the late summer months.

Deliverables: Raw real-time data describing current hydrologic conditions; raw data used to develop a record of daily mean flow and temperature for each of the six stations and posted near-real-time to public and/or operational websites; raw data that may be used to develop a record of daily mean water level and temperature for each of three CCWD monitoring wells and Pillar Point Marsh piezometers.

Ms. Mary Rogren
October 5, 2021
Page 4

Task 2. Draft and final water year 2022 reporting

We will summarize and explain the basic hydrologic findings in a water year 2022 report. The written report will include a summary form for each station tabulating the daily mean discharge data and identifying station descriptors, plots of the data, and water-surface elevation time series data for the monitoring wells, piezometers and Pillar Point Marsh water level gage. This is a data report; in-depth interpretation will be reserved and authorized separately should it become necessary for further feasibility, EIR or regulatory efforts. We anticipate submitting the draft report to you by late February 2023, and then will prepare a final report responding to your comments.

Deliverables: Draft report in Microsoft Word presenting and discussing the finalized water level and flow records for WY2022. Final report pdf, plus an editable copy of the draft in Word.

Task 3. Permit compliance reporting

Since 2016, GGNRA manages much of San Vicente and Denniston Creek watersheds. CCWD is now required to submit data reports as part of the scientific sampling permit which GGNRA has issued to you. The data reports are submitted for one gage on San Vicente Creek (SVAD) and one gage on Denniston Creek (DCAD), all of which are within or adjacent to GGNRA jurisdiction. We will prepare the annual data forms for submittal by CCWD.

Deliverable: Draft cover letter for the permit compliance submittal with forms and table attachments.

Task 4. Tasks to be authorized during the year, if any.

It is possible that other work may be needed during the course of the water year. This work may include as-needed assistance with regulatory work, purchasing additional equipment on behalf of CCWD, etc. Should CCWD-owned equipment currently in the field be damaged or vandalized, Balance would purchase replacement equipment under this task after written authorization from CCWD. You may wish to request additional site or storm visits following a future earthquake swarm or watershed-disturbing rainfall or windstorms. If and as you ask for additional services, we will track these as tasks 4a, 4b, etc., so that you have total clarity on what these additional assignments may cost. We appreciate the trust that has developed between CCWD and Balance and want to be sure you are able to understand and track such costs.

Task 5. Project administration

This task provides time to help schedule and administer the project in a way that best helps you and us regularly track schedule and budget.

Ms. Mary Rogren
October 5, 2021
Page 5

Anticipated Costs

Our estimates of staff assignments and level of effort for each task are shown in Table 1. The estimated total costs to complete this work are shown at the bottom of Table 2. In addition, Table 2 covers expenses not allocated to individual tasks, such as mileage. The rental fees include modem line fees (anticipated to be \$30/month for real-time sites) and travel and equipment fees (anticipated to be approximately \$1900/year), and the occasional purchase of hardware to repair gaging stations damaged by floods, winds, or wildlife.

As is customary for field-related jobs, our costs also include a 5% contingency allowance. The contingency allows for a smoother absorption of additional costs beyond our control (or yours) which inhibit the efficient completion of our work. Examples of situations that might require use of the contingency allowance are labor and materials associated with repair and/or replacement of hydrologic equipment or data damaged by high flows, earthquakes or other “Acts of God”, changes requested by your staff or a landowner, a very wet year requiring additional visits, or shifts in regulatory requirements and lost samples due to lab or shipping company errors. We have decreased the recommended contingency from 10 to 5 percent, as the monitoring stations and procedures have become progressively more robust over the past 5 years. Also, a breakdown of rental costs associated with this project is available upon request. We have also assumed that CCWD will continue to help obtain ready access to the gages and wells.

We have made every effort to minimize the impact of these changes by allocated staff hours in a prudent, technically sound, but cost-effective manner. The monitoring assignment has been spread to more junior staff to conserve costs, while also maintaining sufficient senior staff involvement to maintain quality and sustain professional registration. The spread amongst our staff allows work to be mobilized either from Berkeley or Santa Cruz as conditions dictate.

Although we have made our best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates.

Anticipated Schedule

We will begin drawing from this budget after WY2021 ends (Sept. 30, 2021) to cover our preparations already undertaken for the beginning of the 2022 water year and bill you once it has been approved by your Board of Directors. We will conclude monitoring on or about September 30, 2022. We anticipate providing a completed draft report to the District by the end of February 2023. If needed earlier for regulatory purposes, we will attempt to adjust the timeline.

Proposed Project Staff

Barry Hecht will continue as the Principal in charge, and act as senior reviewer. Eric Donaldson will serve as project manager. John Hardy will serve as deputy project manager. Field hydrologists Eric Donaldson, Emma Goodwin, and Mark Woysner (from Balance’s Berkeley office), and John Hardy,

Ms. Mary Rogren
October 5, 2021
Page 6

Jason Parke, and Chelsea Neill (Santa Cruz office) have been servicing the stream gaging stations and wells and working with the data; they will continue to do so. Other staff may be called upon during winter storm flow monitoring. We have assigned more field staff to this project than usual, so that storm assignments can be discharged either from Berkeley or Santa Cruz, since access to this part of San Mateo County can be problematic during winter weather.

Registration

Work will be conducted under active State of California professional registration, as required under the State's Business and Professional Code. The Division of Water Rights has recently tightened its enforcement of active registration for hydrological reports.

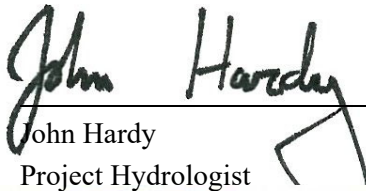
Closing

Thank you for asking that we prepare this proposal. We appreciate the opportunity to continue the streamflow gaging and monitoring groundwater through the next water year and look forward to supporting your water information needs through the ongoing and future work.

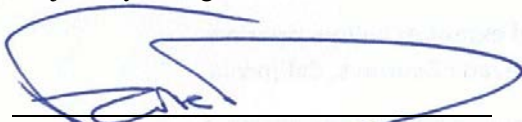
Please let us know if you have questions, or suggestions, or if your needs and schedule differ from our assumptions, above.

Sincerely,

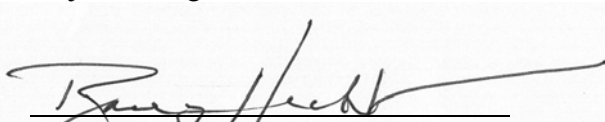
BALANCE HYDROLOGICS, INC.



John Hardy
Project Hydrologist



Eric Donaldson, P.G.
Project Manager



Barry Hecht, CEG, CHg
Senior Principal

Enclosures: Figure 1. Site map: Past and current gaging locations
Budget Tables 1 and 2 for WY2022

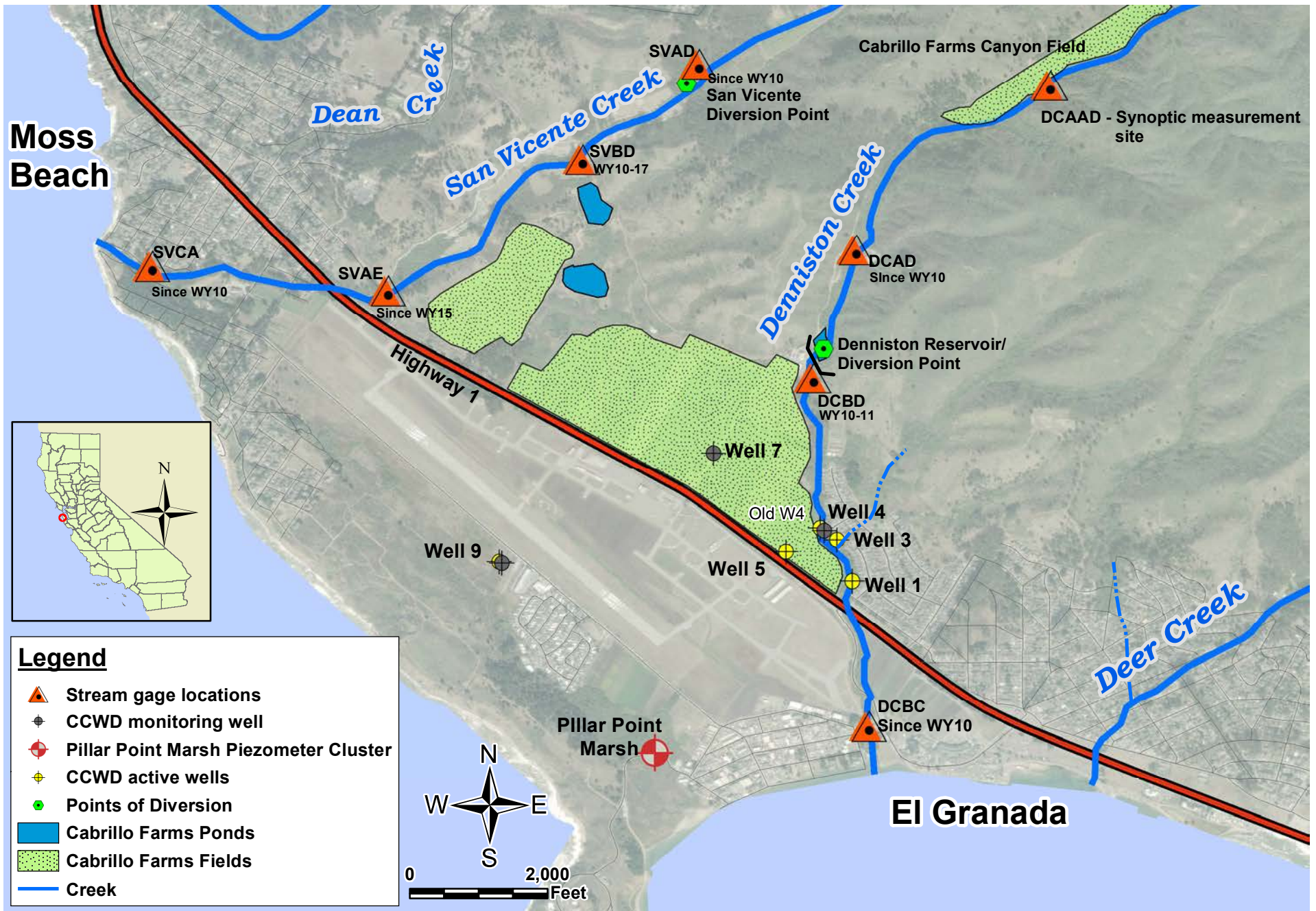


Figure 1. Hydrologic setting and monitoring locations within the Airport Aquifer, Coastside County Water District, San Mateo County, California.

**Table 1. Anticipated Staff Hours by Task
222057 Coastside County Water District Hydrologic Monitoring, WY2022**

Task Number and Description	Sr. Principal	Principal II	Principal I	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Senior Analyst	GIS/CADD Analyst	GIS/CADD Assistant Analyst	Sr. Proj Admin	Sr. Report Specialist	Report Specialist	Hydrologic Tech	Labor Costs For Task
Hourly Rate	\$245	\$230	\$220	\$195	\$185	\$175	\$150	\$140	\$130	\$145	\$130	\$115	\$130	\$105	\$98	\$95	
Task 1. Water Year 2022 monitoring	10	20		30		140	180										\$64,400.00
Task 2. Draft and final water year 2022 reporting	6			18		40	45			10				16			\$21,860.00
Task 3. Permit compliance reporting	1			3										1			\$935.00
Task 4. Tasks to be authorized during the year, if any	No work presently authorized																
Task 5. Project administration	1			10			2						12				\$4,055.00
Subtotal Hours	18	20		61		180	227			10			12	17			
Total Hours	545																

Notes:

TOTAL LABOR	\$91,250.00
Expenses from Table 2	\$3,428.00
Contingency from Table 2	\$4,733.90
GRAND TOTAL	\$99,411.90

Table 2. Estimated Costs
222057 Coastside County Water District Hydrologic Monitoring, WY2022

Professional Fees	Rate	Hours	Allocation	
Sr. Principal	\$245	18	\$4,410.00	
Principal	\$230	20	\$4,600.00	
Associate Principal	\$220	0	\$0.00	
Senior Professional	\$195	61	\$11,895.00	
Project Professional	\$185	0	\$0.00	
Senior Staff Professional	\$175	180	\$31,500.00	
Staff Professional	\$150	227	\$34,050.00	
Assistant Professional	\$140	0	\$0.00	
Junior Professional	\$130	0	\$0.00	
GIS/CADD Senior Analyst	\$145	10	\$1,450.00	
GIS/CADD Analyst	\$130	0	\$0.00	
GIS/CADD Assistant Analyst	\$115	0	\$0.00	
Senior Project Administrator	\$130	12	\$1,560.00	
Senior Report Specialist	\$105	17	\$1,785.00	
Report Specialist	\$98	0	\$0.00	
Hydrologic Technician	\$95	0	\$0.00	
Labor Subtotal (Table 1)			\$91,250.00	
Expenses				
Direct Expenses				
Mileage	1700	miles @	\$0.64	\$1,088.00
Mileage, 4-Wheel Drive*		miles @	\$0.67	\$0.00
Vehicle Rental				\$0.00
Equipment Costs (Sampling gear during site visits, e.g. flow meter, etc.)				\$800.00
Phone Line fees for Modem (4 stations @ 12 mo)		@	\$30/mo	\$1,440.00
Reimbursable Costs				
Other Travel, Subsistence		trips @		\$0.00
Express Mail, Deliveries				\$0.00
Maps and Aerial Photos				\$0.00
Outside Copying, Blueprint				\$0.00
Outside Consultants				\$0.00
Analytical Laboratory Fees				\$0.00
Materials and Supplies				\$100.00
Permits, Licenses or Agency Inspection fees	<i>client responsibility</i>			\$0.00
Printing ⁺				\$0.00
Other				\$0.00
Expenses Subtotal			\$3,428.00	
ESTIMATED TOTAL			\$94,678.00	
Contingency (reduced to 5%)			\$4,733.90	
TOTAL w/ CONTINGENCY			\$99,411.90	
<i>Notes</i>				

* 4WD rates apply only if required by site conditions. See Balance policy re 4WD.

+Plotting costs vary according to complexity of design

Project-related expenses will be bill at cost plus 10%; including work by outside consultants and analytical or testing laboratories.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: October 12, 2021

Report

Date: October 8, 2021

Subject: Approval of Amendment to Professional Services Agreement with EKI Environment & Water, Inc. for Additional Design and Construction Support Services for Miramontes Point Road Water Main Replacement Project to include the Moonridge Neighborhood.

Recommendation:

Authorize the General Manager to amend the existing professional services agreement with EKI Environment & Water, Inc. ("EKI") for additional design and construction support services for the Miramontes Point Road Water Main Replacement Project to include the Moonridge neighborhood for an additional not-to-exceed budget of \$60,500.

Background:

At the July 13, 2021 Board of Directors meeting, staff presented a proposal from EKI to provide design and construction support services for the replacement of ~3,400' of 10" DI water main that was installed in 1999. Since installation, this water main has failed eleven times (as recently as the writing of this staff report on 10/7/21) due to excessive corrosion. Following Board approval for this work, EKI has started the Miramontes Point Rd. main replacement design. Since July, staff has responded to a similar 6" main break in the Moonridge neighborhood. Due to the similar soil and pipe corrosion discovered when repairing a main break on Rose Road on 8/5/21, staff recommends replacement of the 6" mains on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road and Elderberry Road. This will add an additional 2,350' of mainline design to the original scope of services.

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 REPORT

Agenda: October 12, 2021

Subject: Approval of EKI Miramontes Design and Support Amendment

Page Two

At the District's request, EKI has submitted the attached amendment proposal dated September 13, 2021 (Attachment A) for the additional design and construction support services to include water main replacement in the Moonridge neighborhood.

Based on EKI's past responsiveness, engineering design and support provided to date, staff recommends that the Board approve this amendment to the professional services agreement for a not-to-exceed amount of \$60,500.

Fiscal Impact:

The original design and construction support services contract with EKI was \$116,800. The additional design work to include the Moonridge neighborhood is \$60,500. This will bring the total contract amount to \$177,300 for engineering services for ~5,750' of main replacement. Note that this project is not yet included in the District's Capital Improvement Program.

13 September 2021

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

Subject: **Proposed Amendment 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) to amend the scope and budget of the agreement between the District and EKI dated 14 July 2021 for the Miramontes Point Road Water Main Replacement (Project). This proposal has been prepared in response to the District's request during a 9 August 2021 conference call with EKI and the District to include the replacement of existing water mains on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road in the Project scope.

PROJECT UNDERSTANDING

The original scope of the Project included the replacement of the approximately 3,400 linear feet of 10-inch ductile iron pipe (DIP) on Miramontes Point Road (see Figure 1), which had experienced multiple failures. After EKI initiated the design work on the Project under the agreement between the District and EKI dated 14 July 2021, a break occurred on one of the 6-inch DIP water mains that branches off the 10-inch Miramontes Point Road water main and serves the Moon Ridge apartment complex. Due to this break, the District decided to add the replacement of approximately 2,350 linear feet (LF) of 6-inch DIP on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road to the Project (see Figure 1). EKI anticipates this added work will combined with the original scope to be prepared and bid as a single project. EKI will evaluate alternative pipe materials for replacement of these water mains (in addition to the 10-inch water main on Miramontes Point Road) given the previous failures of the existing DIP at these locations.

The existing pipelines will remain in service during construction, with the new pipelines installed parallel to existing mains in a new trench. Existing service connections, meter boxes, and hydrants along the pipeline alignment will also be replaced.

EKI will conduct an additional site investigation to collect surface feature and utility information on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road and include this information on the Project base map. The site investigation will capture utility surface features for water and other utilities, including USA markings and manhole invert depths which will allow for early conflict resolution. The scope of work does not include topographic or boundary surveys.

In addition to design services, EKI will provide additional bid support and engineering services during construction (ESDC) related to the expanded Project scope.

PROPOSED SCOPE OF WORK ADDITION

EKI proposes to amend the tasks included in the agreement between the District and EKI dated 14 July 2021 as described below. For each of these tasks, EKI will also be providing additional project management services, including budget tracking, invoicing, preparation of progress reports, and staff management. To facilitate budget tracking, the tasks below are identified with a suffix "A". To the extent possible, work activities will be coordinated to provide continuity and economies of scale.

Task 1A: Base Map Development

EKI will perform an additional 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) on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road. These located features will be added to the Project base map to support design.

Once the field investigation is complete, EKI will map the utilities in AutoCAD and add San Mateo County parcel maps, approximate rights-of-ways, utility data received from letter requests, and aerial images to the base map.

Deliverables:

- EKI will incorporate features on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road into the Project base map deliverable.

EKI Assumptions:

- The District will provide any as-built records for the Project area, if available.
- The District will mark their water lines and call USA for the marking of other utilities at each intersection along the Project prior to the site visit.
- As-built information EKI previously requested from other utilities for Miramontes Point Road includes all the available and relevant as-built information for Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road.
- 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 surface 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 2A: Design Services

EKI will incorporate design of the water main replacement on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road into the four Project design submittals corresponding to 10%, 50%, 100% (Draft Final), and Final design level development.

The revised anticipated list of contract drawings for the Project is presented in the Table 1, below, with the five (5) sheets added as part of this proposal shown in italics (Sheets 9 through 13).

Table 1. Revised 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	<i>Plan, Iris Lane and Rose Road</i>
10	<i>Plan, Rose Road</i>
11	<i>Plan, Rose Road and Chamomile Lane</i>
12	<i>Plan, Nasturtium Road and Tea Road</i>
13	<i>Plan, Tea Road and Elderberry Road</i>
14	Construction Details - 1
15	Construction Details - 2
16	Construction Details - 3
17	Construction Stormwater Best Management Practices

Deliverables:

EKI will incorporate the design of the water main replacement on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road into the Project deliverables as stated in the original scope of work.

EKI Assumptions:

- All assumptions included in the original scope of work apply.

Task 3A: Bid Support Services

As stated in the base scope of work, during the bidding period, EKl will provide the District responses to questions from prospective bidders, prepare up to one addendum, provide a review of bids to determine if bids are responsive and responsible, and attend bid opening. EKl has assumed that an additional 6 hours

will be required to address any questions or develop the addendum associated with the expanded Project scope.

Task 4A: Engineering Services During Construction

EKI will provide additional engineering services during construction related to the water main replacement on Iris Lane, Rose Road, Chamomile Lane, Nasturtium Road, Tea Road, and Elderberry Road. These additional services are anticipated to be associated with submittal reviews, requests for information (RFIs), and preparation of record drawings.

Deliverables:

- Submittal review letters.
- RFI response letters.
- PDF copy of Record Drawings.

EKI Assumptions:

- All assumptions included in the original scope of work apply, unless modified below.
- EKI will review up to 2 additional submittals and 1 additional resubmittal at an assumed level of effort of 3 hours per review.
- EKI will review up to 2 additional RFIs at a level of effort of 4 hours per review.
- No additional effort will be required for the preconstruction meeting.
- EKI will attend two additional site visits during construction.

PROJECT SCHEDULE

EKI anticipates that this scope amendment will add approximately an additional six weeks to the Project design schedule. 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 the compensation for consulting services to be performed by EKI for the added scope of work be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 2 January 2021. Based on the augmented Scope of Work described above, we estimate an increase in the budget of \$60,500 for the completion of Tasks 1A, 2A, 3A, and 4A as shown by task in Table 2 and detailed in Table 3, attached. This will increase the total Project budget from \$116,800 per the 14 July 2021 Agreement to \$177,300.

Table 2. Proposed Amended Cost by Tasks

Task	Description	Added Scope of Work
1A	Base Map Development	\$14,900
2A	Design Services	\$34,500
3A	Bid Support Services	\$1,200
4A	Engineering Support During Construction	\$9,900
Total Estimated Budget		\$60,500

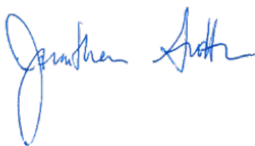
TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule presented herein, the work will be performed in accordance with our current Agreement dated 14 July 2021.

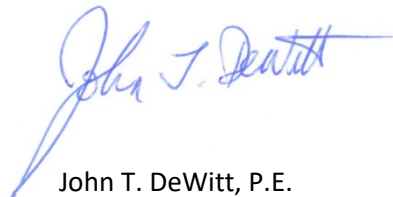
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

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 Budget Amendment

Figure 1 – Amended 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 Budget Amendment

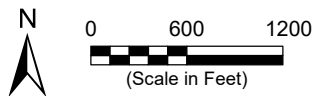
Coastside County Water District, Half Moon Bay, California
(EKI C1-095)

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	Jordan Gans	Sam Cronin, P.E.	Jonathan Sutter, P.E.	Mike Vasquez, P.E.									
	92	159	194	265	285									
Task 1A - Base Map Development														
Project Management				2		\$530							\$530	
Utility Research		8				\$1,272							\$1,272	
Conduct Surface Feature Field Investigation		8	8			\$2,824	LS	1	\$400	\$400	\$40	\$440	\$3,264	
Prepare AutoCAD Base Maps		32	6	2	1	\$7,067							\$7,067	
Site Visit to Confirm Base Map			2	2		\$918							\$918	
Finalize Base Map		4	2	1		\$1,289							\$1,289	
Communications Fee (EKI Labor Only)								4%	\$13,900			\$556	\$556	
Task 1A Subtotal		52	18	7	1	\$13,900			\$400		\$40	\$996	\$14,896	\$14,900
Task 2A - Design Services														
Project Management				4		\$1,060							\$1,060	
Prepare 10% Basis of Design Memo and 10% Plans		24	4	4	2	\$6,222							\$6,222	
Develop 50% Drawings		48	8	4		\$10,244							\$10,244	
Develop 50% Opinion of Probable Construction Cost		2	1	1		\$777							\$777	
QA/QC 50% Design Submittal					4	\$1,140							\$1,140	
Develop 100% Drawings		32	4	4		\$6,924							\$6,924	
Develop 100% Specifications		4		1		\$901							\$901	
Update 100% Opinion of Probable Construction Cost		2		1		\$583							\$583	
QA/QC 100% Design Submittal					4	\$1,140							\$1,140	
Develop Final Design Submittal		12	2	2		\$2,826	LS	1	\$750	\$750	\$75	\$825	\$3,651	
QA/QC Final Design Submittal					2	\$570							\$570	
Communications Fee (EKI Labor Only)								4%	\$32,387			\$1,295	\$1,295	
Task 2A Subtotal		124	19	21	12	\$32,387			\$750		\$75	\$2,120	\$34,507	\$34,500
Task 3A - Bid Support Services														
Provide Bid Support (respond to questions and addendum)		4		2		\$1,166							\$1,166	
Communications Fee (EKI Labor Only)								4%	\$1,166			\$47	\$47	
Task 3A Subtotal		4		2		\$1,166						\$47	\$1,213	\$1,200
Task 4A - Engineering Support During Construction														
Project Management				4		\$1,060							\$1,060	
Review Submittals (2 submittals and 1 resubmittals)		6		2	1	\$1,769							\$1,769	
Respond to Requests for Information, RFIs (2 RFIs)		6		2	1	\$1,769							\$1,769	
Attend Construction Site Visits		6		6		\$2,544							\$2,544	
Preparation of Record Drawings		10		2	1	\$2,405							\$2,405	
Communications Fee (EKI Labor Only)								4%	\$9,547			\$382	\$382	
Task 4A Subtotal		28		16	3	\$9,547						\$382	\$9,929	\$9,900
TOTALS:		208	37	46	16	\$57,000			\$1,150		\$115	\$3,545	\$60,545	\$60,500



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 Base Scope Improvements
 - Limit of Scope Amendment Improvements



- Notes**
1. All locations are approximate.

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

Half Moon Bay, California
 September 2021
 C1-095



Figure 1

Path: X:\B80108\Maps\proposals\2021\MiramontesPoint_proposal.mxd

Proposal/Agreement Date: **13 September 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: October 12, 2021

Report

Date: October 8, 2021

Subject: Quarterly Financial Review

Recommendation:

Information Only.

Background:

Period Budget Analysis

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first three months of Fiscal Year 2021-2022. Key highlights include:

- Year-to-date operating revenue is \$176,000 above budget due to higher Water Revenue than planned primarily due to higher agriculture and irrigation usage.
- Year-to-date non-operating revenue is \$194,000 above budget primarily due to receiving a larger ERAF Refund than plan.
- Year-to-date expenses are \$189,000 under budget, including \$45,000 savings from open positions. Other year-to-date savings primarily reflect timing differences of expenses as the District is only three months into the new fiscal year.

Capital Improvement Program (CIP)

The District spent \$1,438,000 during the first quarter on CIP. Key projects included the Nunes Water Treatment Plant Improvement Project (\$1,000,000); District Office Improvements (\$110,000); Purchase of the Green Slope Climber (\$105,000); and Purchase of the Valve Truck (\$75,000); and Carter Hill Tank Design (\$42,000).

Cash Reserves

The District's cash balance on September 30 was \$11,071,000.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
Quarter Ending September 30, 2021

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	3,769,548.00	3,938,333.26	168,785.26	4.5%
1-0-4170-00	Water Taken From Hydrants	12,999.00	20,073.01	7,074.01	54.4%
TOTAL OPERATING REVENUE		3,782,547.00	3,958,406.27	175,859.27	4.6%
NON-OPERATING REVENUE					
1-0-4180-00	Late Notice -10% Penalty	0.00	0.00	0.00	0.0%
1-0-4230-00	Service Connections	2,500.00	3,534.17	1,034.17	41.4%
1-0-4920-00	Interest Earned	14,063.00	3,600.50	(10,462.50)	-74.4%
1-0-4930-00	Tax Apportionments/Cnty Checks	0.00	447.61	447.61	0.0%
1-0-4950-00	Miscellaneous Income	1,750.00	19,038.69	17,288.69	987.9%
1-0-4955-00	Cell Site Lease Income	45,900.00	46,675.95	775.95	1.7%
1-0-4965-00	ERAF REFUND -County Taxes	175,000.00	359,746.81	184,746.81	105.6%
TOTAL NON-OPERATING REVENUE		239,213.00	433,043.73	193,830.73	81.0%
TOTAL REVENUES		4,021,760.00	4,391,450.00	369,690.00	9.2%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	1,061,405.00	997,420.85	63,984.15	6.0%
1-1-5230-00	Pump Exp, Nunes T P	12,000.00	13,587.09	(1,587.09)	-13.2%
1-1-5231-00	Pump Exp, CSP Pump Station	169,000.00	167,175.16	1,824.84	1.1%
1-1-5232-00	Pump Exp, Trans. & Dist.	7,800.00	6,102.07	1,697.93	21.8%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	2,100.00	1,419.33	680.67	32.4%
1-1-5234-00	Pump Exp. Denniston	3,000.00	2,939.90	60.10	2.0%
1-1-5242-00	CSP Pump Station Operations	4,800.00	1,784.12	3,015.88	62.8%
1-1-5243-00	CSP Pump Station Maintenance	9,800.00	1,663.29	8,136.71	83.0%
1-1-5246-00	Nunes T P Operations	24,000.00	19,662.11	4,337.89	18.1%
1-1-5247-00	Nunes T P Maintenance	32,100.00	20,746.62	11,353.38	35.4%
1-1-5248-00	Denniston T.P. Operations	9,000.00	1,363.30	7,636.70	84.9%
1-1-5249-00	Denniston T.P. Maintenance	30,000.00	22,162.29	7,837.71	26.1%
1-1-5250-00	Laboratory Services	17,250.00	12,759.92	4,490.08	26.0%
1-1-5260-00	Maintenance -General	90,000.00	122,367.54	(32,367.54)	-36.0%
1-1-5261-00	Maintenance -Well Fields	3,800.00	0.00	3,800.00	100.0%
1-1-5263-00	Uniforms	9,300.00	311.44	8,988.56	96.7%
1-1-5318-00	Studies/Surveys/Consulting	30,000.00	39,368.30	(9,368.30)	-31.2%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5321-00	Water Resources	6,900.00	0.00	6,900.00	100.0%
1-1-5322-00	Community Outreach	24,000.00	600.00	23,400.00	97.5%
1-1-5325-00	Water Shortage Program	0.00	4,747.68	(4,747.68)	0.0%
1-1-5381-00	Legal	24,999.00	18,924.00	6,075.00	24.3%
1-1-5382-00	Engineering	16,950.00	13,168.25	3,781.75	22.3%
1-1-5383-00	Financial Services	8,000.00	9,075.00	(1,075.00)	-13.4%
1-1-5384-00	Computer Services	53,100.00	47,667.11	5,432.89	10.2%
1-1-5410-00	Salaries/Wages-Administration	295,350.00	253,145.13	42,204.87	14.3%
1-1-5411-00	Salaries & Wages -Field	391,000.00	383,792.25	7,207.75	1.8%
1-1-5420-00	Payroll Tax Expense	48,300.00	45,777.77	2,522.23	5.2%
1-1-5435-00	Employee Medical Insurance	132,000.00	125,392.14	6,607.86	5.0%
1-1-5436-00	Retiree Medical Insurance	15,000.00	13,740.69	1,259.31	8.4%
1-1-5440-00	Employees Retirement Plan	127,500.00	141,864.56	(14,364.56)	-11.3%
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.0%
1-1-5510-00	Motor Vehicle Expense	19,275.00	17,700.59	1,574.41	8.2%
1-1-5620-00	Office Supplies & Expense	83,000.00	81,108.86	1,891.14	2.3%
1-1-5625-00	Meetings / Training / Seminars	8,250.00	4,283.53	3,966.47	48.1%
1-1-5630-00	Insurance	40,500.00	35,181.71	5,318.29	13.1%
1-1-5687-00	Membership, Dues, Subscript.	21,600.00	22,235.21	(635.21)	-2.9%
1-1-5689-00	Labor Relations	1,500.00	0.00	1,500.00	100.0%
1-1-5700-00	San Mateo County Fees	4,400.00	1,590.00	2,810.00	63.9%
1-1-5705-00	State Fees	3,000.00	493.00	2,507.00	83.6%
TOTAL OPERATING EXPENSES		2,839,979.00	2,651,320.81	188,658.19	6.6%
CAPITAL ACCOUNTS					
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	271,045.00	271,044.86	0.14	0.0%
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	236,795.00	236,794.72	0.28	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	376,657.00	376,657.43	(0.43)	0.0%
TOTAL CAPITAL ACCOUNTS		884,497.00	884,497.01	(0.01)	0.0%
TOTAL EXPENSES		3,724,476.00	3,535,817.82	188,658.18	5.1%
CONTRIBUTION TO CIP/RESERVES		297,284.00	855,632.18		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Agenda: October 12, 2021

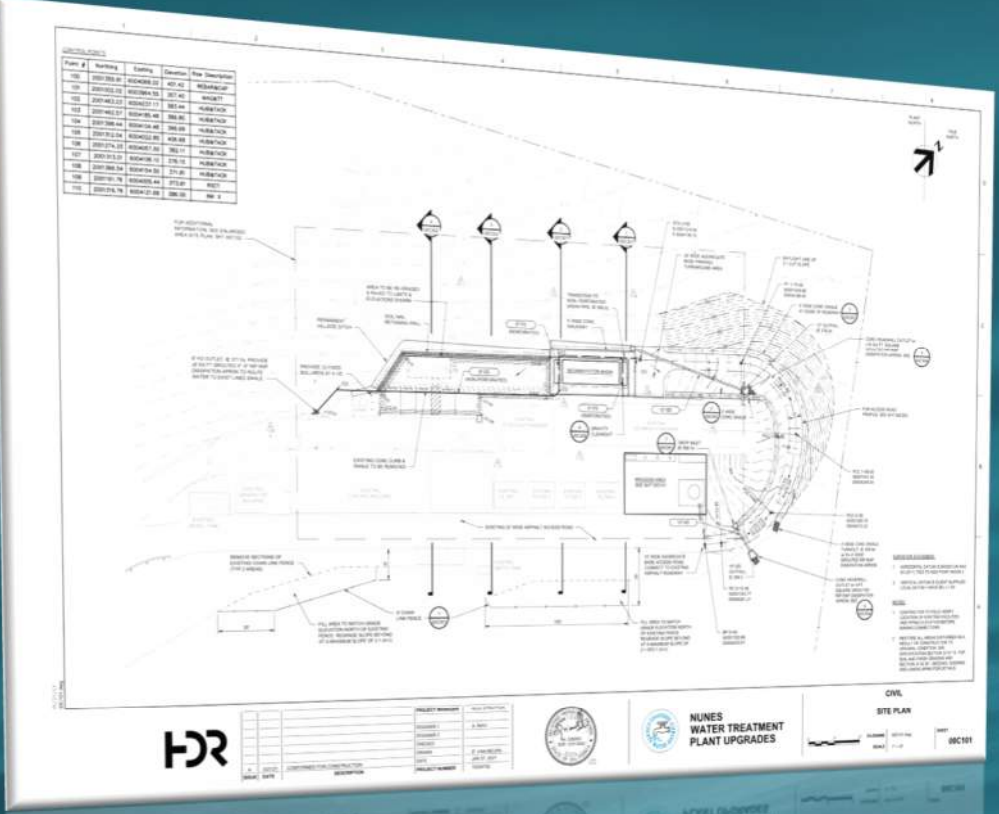
Date: October 8, 2021

Subject: Nunes Water Treatment Plant Upgrades Project Update #2

Informational Item

The Nunes Water Treatment Plant Upgrade Project official contractual start date was August 16, 2021. This project update is the second 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 week look ahead schedule. Please see Attachment A for details.



Coastside County Water District Nunes Water Treatment Plant Upgrades October 12, 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)	57	Billed to Date ¹	\$791,100.00
Remaining Days	663	Remaining Value	\$7,548,815.00

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 #2

Progress since Previous Board Meeting:

- Ongoing Contractor Submittals, engineering reviews, ordering materials.
- Ongoing Contractor Requests for Information (RFIs) and team responses.
- Installation of rebar and pouring of concrete for the new sedimentation basin footings (concrete pour #1).
- Installation of rebar and pouring of concrete for the new sedimentation basin foundation slab (concrete pour #2).
- Successful pressure test of new fire hydrant/service lateral.

Construction Progress Update #2

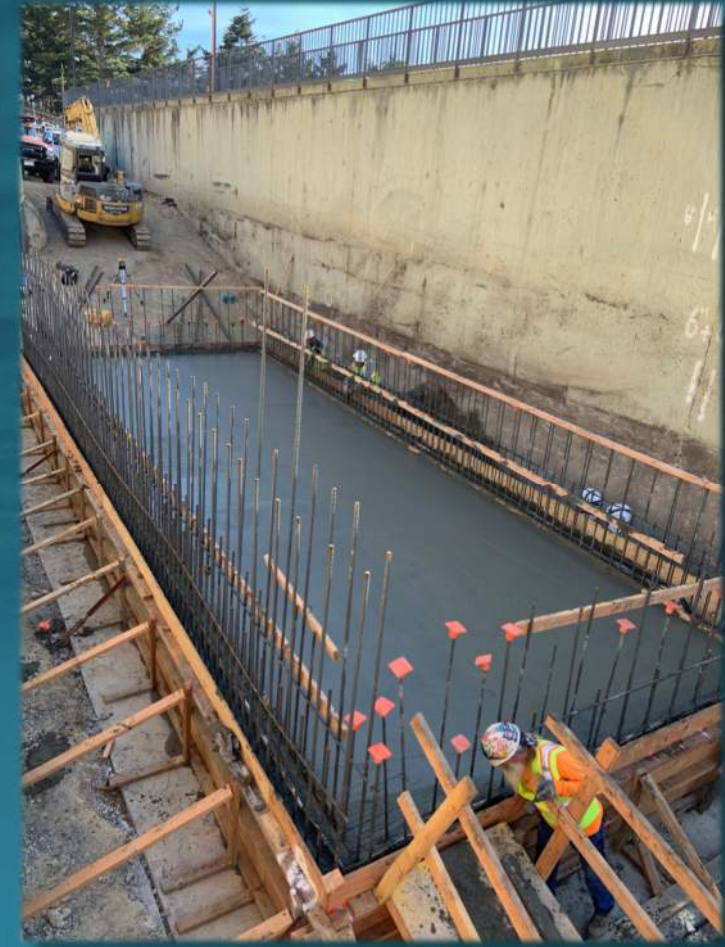
Three-Week Look Ahead Schedule:

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

- Formwork and rebar installations for new sedimentation basin walls.
- Pouring concrete for sedimentation basin walls.
- Allowing concrete to cure and gain strength before backfill.

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

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: October 12, 2021
Report Date: October 6, 2021

Monthly Highlights

- CPR/First Aid and AED Certifications for field staff renewed
- Pulled Pilarcitos Well 3A for inspection and video of casing
- Road from Crystal Springs PRV vault to SFPUC meter cleared
- New Maintenance Worker hired. Should start by mid-October pending physical.
- Lead and Copper sampling complete
- New stairs, grating and handrail installed around the Denniston permanganate batch tank
- Hydrants changed out at:
 - 454 El Granada Blvd
 - 4100 N Cabrillo HWY
 - 4210 N Cabrillo HWY
 - 11820 N Cabrillo HWY

Sources of Supply

- **September Source:**
 - Crystal Springs

Projects

- Andreini nearing completion on hardscape project at Main Street
 - Ramp complete, pavers in, waiting on handrails and benches
- Cal OES PSPS Grant - Blue1 Energy has confirmed new diesel fuel tank will ship in ~4-6 weeks. Grant deadline for completion is March 31, 2022.
- Nunes Water Treatment Plant Improvement Project - Ranger mobilized on 8/16/21.
 - Sedimentation basin excavation complete. Footing and floor of basin poured.
 - New raw water hydrant in service
- 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 - HDR has begun design to replace HMB tanks 1&2 first.