

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, November 8, 2022 - 7:00 p.m.

AGENDA

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, this meeting will be conducted by teleconference. Board members and members of the public also may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay.

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

How to Join Online or by Phone

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

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

Join Zoom Meeting

<https://us06web.zoom.us/j/88691894625?pwd=UFBnaVYrSUNtUTE3NHIRZDFrVDhnZz09>

Meeting ID: 886 9189 4625

Passcode: 182549

One tap mobile

+16699006833,,88691894625#,,,,*182549# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 886 9189 4625

Passcode: 182549

Find your local number: <https://us06web.zoom.us/u/kbyQAbTp4H>

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

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

OR

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

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

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

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

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

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

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

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

5) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending October 31, 2022:
Claims: \$ 774,560.40; Payroll: \$ 205,643.98 for a total of \$ 980,204.38 ([attachment](#))
October 2022 Monthly Financial Claims reviewed and approved by Director Mickelsen
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of October 11, 2022, Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report October 2022 ([attachment](#))
- G. Leak/Flushing Report – October 2022 ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report – September 2022 ([attachment](#))
- J. Approval for Vice-President Muller to attend the Association of California Water Agencies (ACWA) Fall Conference in Indian Wells November 29-December 1, 2022 ([attachment](#))

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

7) GENERAL BUSINESS

- A. Review the District's Financial Model and Proposed Water Service Rate Adjustments and Water Shortage Rate Adjustments to be Effective January 19, 2023 and January 18, 2024 ([attachment](#))
- B. Capital Improvement Program Update ([attachment](#))
- C. Purchase of 20 Clow Hydrants from Core & Main ([attachment](#))
- D. Consider Resolution 2022-12 Authorizing the Grant Application, Acceptance, and Execution of the Financial Assistance Agreement for the Coastside County Water District Carter Hill Tank Project ([attachment](#))

8) MONTHLY INFORMATIONAL REPORTS

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

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

10) ADJOURNMENT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: November 8, 2022

Report

Date: November 4, 2022

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

Recommendation:

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

Background:

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

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

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

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

RESOLUTION NO. 2021-06

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

COASTSIDE COUNTY WATER DISTRICT

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

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

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

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

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

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

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

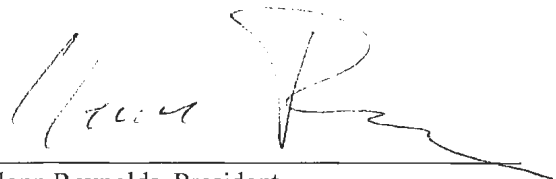
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District has considered the circumstances of the proclaimed State of Emergency, and finds that the State of Emergency continues to directly impact the ability of the members to meet safely in person, and state or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

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

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

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

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



Glenn Reynolds, President
Board of Directors

ATTEST:



Mary Rogren, General Manager
Secretary of the Board of Directors

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

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
10/03/2022	31314	JULIAN GARCIA BARRERA	\$ 550.00
10/07/2022	31315	ADP, INC.	\$ 797.20
10/07/2022	31316	AMERICAN WATER WORKS	\$ 285.00
10/07/2022	31317	HEALTH BENEFITS ACWA-JPIA	\$ 43,415.66
10/07/2022	31318	ASSOC.CALIF.WATER AGENCIES	\$ 85.00
10/07/2022	31319	ASSOC. CALIF. WATER AGENCY	\$ 13,310.32
10/07/2022	31320	BADGER METER, INC.	\$ 753.63
10/07/2022	31321	BALANCE HYDROLOGICS, INC	\$ 3,901.74
10/07/2022	31322	BAY ALARM COMPANY	\$ 8,731.00
10/07/2022	31323	BORGES & MAHONEY, INC.	\$ 369.03
10/07/2022	31324	CALIFORNIA GENERATOR SERVICE	\$ 21,343.68
10/07/2022	31325	CALCON SYSTEMS, INC.	\$ 16,437.20
10/07/2022	31326	CHEMTRADE CHEMICALS US LLC	\$ 3,002.37
10/07/2022	31327	COMCAST	\$ 273.52
10/07/2022	31328	CORE & MAIN LP	\$ 14,544.49
10/07/2022	31329	RECORDER'S OFFICE	\$ 20.00
10/07/2022	31330	RECORDER'S OFFICE	\$ 20.00
10/07/2022	31331	RECORDER'S OFFICE	\$ 20.00
10/07/2022	31332	JAMES COZZOLINO, TRUSTEE	\$ 200.00
10/07/2022	31333	CASTANEDA & PEREZ INC	\$ 874.78
10/07/2022	31334	GEO BLUE CONSULTING, INC.	\$ 1,567.50
10/07/2022	31335	HACH CO., INC.	\$ 2,848.04
10/07/2022	31336	HASSETT HARDWARE	\$ 2,625.94
10/07/2022	31337	HDR ENGINEERING, INC	\$ 14,661.54
10/07/2022	31338	MTA PARTS, INC.	\$ 68.05
10/07/2022	31339	OCT WATER QUALITY ACADEMY	\$ 400.00
10/07/2022	31340	OCT WATER QUALITY ACADEMY	\$ 400.00
10/07/2022	31341	OCT WATER QUALITY ACADEMY	\$ 400.00
10/07/2022	31342	PACIFIC GAS & ELECTRIC CO.	\$ 91.37
10/07/2022	31343	FERGUSON ENTERPRISES, INC.	\$ 857.82
10/07/2022	31344	PSI WATER TECHNOLOGIES, INC	\$ 2,664.38
10/07/2022	31345	RAY A MORGAN COMPANY INC.	\$ 917.66
10/07/2022	31346	REPUBLIC SERVICES	\$ 590.06
10/07/2022	31347	ROGUE WEB WORKS, LLC	\$ 763.20
10/07/2022	31348	SM CTY ENVIRONMENTAL HEALTH	\$ 2,396.00
10/07/2022	31349	JULIAN GARCIA BARRERA	\$ 550.00
10/07/2022	31350	TPX COMMUNICATIONS	\$ 1,889.31
10/07/2022	31351	UNIVAR SOLUTIONS USA INC.	\$ 4,534.91
10/07/2022	31352	USA BLUE BOOK	\$ 2,017.69
10/07/2022	31353	US BANK NA	\$ 3,573.52
10/07/2022	31354	WATEREUSE	\$ 1,050.00
10/07/2022	31355	WATER INDUSTRY TRAINING SPECIALISTS, INC.	\$ 350.00
10/14/2022	31356	A-A LOCK	\$ 570.00
10/14/2022	31357	EMPOWER RETIREMENT, LLC	\$ 2,269.19
10/14/2022	31358	VALIC	\$ 3,906.00
10/21/2022	31359	AMAZON CAPITAL SERVICES, INC.	\$ 207.70
10/21/2022	31360	ASSOC.CALIF.WATER AGENCIES	\$ 19,995.00
10/21/2022	31361	AT&T MOBILTY	\$ 86.48

10/21/2022	31362	AT&T	\$	459.98
10/21/2022	31363	BAY AREA WATER SUPPLY &	\$	10,713.75
10/21/2022	31364	BAY ALARM COMPANY	\$	1,038.50
10/21/2022	31365	CALCON SYSTEMS, INC.	\$	8,766.86
10/21/2022	31366	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$	229.79
10/21/2022	31367	CHEMTRADE CHEMICALS US LLC	\$	3,047.59
10/21/2022	31368	CASTANEDA & PEREZ INC	\$	874.78
10/21/2022	31369	GRAINGER, INC.	\$	937.51
10/21/2022	31370	GRISWOLD INDUSTRIES	\$	831.25
10/21/2022	31371	HACH CO., INC.	\$	7,200.00
10/21/2022	31372	HANSONBRIDGETT. LLP	\$	6,370.00
10/21/2022	31373	HDR ENGINEERING, INC	\$	9,362.82
10/21/2022	31374	IRON MOUNTAIN	\$	6,564.65
10/21/2022	31375	IRVINE CONSULTING SERVICES, INC.	\$	3,911.06
10/21/2022	31376	IRVINE CONSULTING SERVICES, INC.	\$	953.06
10/21/2022	31377	MIKE MCDERMOTT	\$	85.00
10/21/2022	31378	MISSION UNIFORM SERVICES INC.	\$	79.83
10/21/2022	31379	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	893.56
10/21/2022	31380	OCT WATER QUALITY ACADEMY	\$	400.00
10/21/2022	31381	PACIFIC GAS & ELECTRIC CO.	\$	59,023.49
10/21/2022	31382	PACIFICA COMMUNITY TV	\$	300.00
10/21/2022	31383	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$	20,205.00
10/21/2022	31384	REDWOOD TRADING POST	\$	230.72
10/21/2022	31385	SAN FRANCISCO WATER DEPT.	\$	206,084.84
10/21/2022	31386	SAN MATEO CTY PUBLIC HEALTH LAB	\$	936.00
10/21/2022	31387	SWCA, INCORPORATED	\$	5,469.59
10/21/2022	31388	TEAMSTERS LOCAL UNION #856	\$	1,549.00
10/21/2022	31389	TRI COUNTIES BANK	\$	3,602.64
10/21/2022	31390	ULINE, INC	\$	511.36
10/21/2022	31391	USA BLUE BOOK	\$	2,024.19
10/21/2022	31392	VERIZON CONNECT INC.	\$	258.30
10/21/2022	31393	WESTERN STATES TOOL & SUPPLY CORPORATION	\$	719.88
10/21/2022	31394	UTAP PRINTING CO., INC.	\$	2,100.00
10/28/2022	31395	ANDREINI BROS. INC.	\$	3,550.00
10/28/2022	31396	AT&T	\$	690.02
10/28/2022	31397	BFI OF CALIFORNIA, INC.	\$	1,295.28
10/28/2022	31398	CALCON SYSTEMS, INC.	\$	2,160.00
10/28/2022	31399	CALIFORNIA C.A.D. SOLUTIONS, INC	\$	450.00
10/28/2022	31400	CALIFORNIA SPECIAL DISTRICT	\$	8,810.00
10/28/2022	31401	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$	310.08
10/28/2022	31402	BRANDON WRIGHT	\$	10,000.00
10/28/2022	31403	CINTAS FIRST AID & SAFETY	\$	318.43
10/28/2022	31404	PETTY CASH	\$	384.36
10/28/2022	31405	CORE & MAIN LP	\$	46,377.32
10/28/2022	31406	DATAPROSE, LLC	\$	3,682.57
10/28/2022	31407	EKI INC.	\$	38,876.79
10/28/2022	31408	EMPOWER RETIREMENT, LLC	\$	1,869.19
10/28/2022	31409	HMB BLDG. & GARDEN INC.	\$	11.09
10/28/2022	31410	HUE & CRY, INC.	\$	12.00
10/28/2022	31411	GLENNA LOMBARDI	\$	91.00
10/28/2022	31412	MIKE MCDERMOTT	\$	224.21
10/28/2022	31413	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	91.00
10/28/2022	31414	OFFICE DEPOT	\$	1,654.06

10/28/2022	31415	ACI PAYMENTS, INC.	\$	150.00
10/28/2022	31416	PAULO'S AUTO CARE	\$	1,657.19
10/28/2022	31417	FERGUSON ENTERPRISES, INC.	\$	60.98
10/28/2022	31418	RADWELL INTERNATIONAL, LLC	\$	366.11
10/28/2022	31419	MARY ROGREN	\$	34.00
10/28/2022	31420	SAN MATEO CTY TAX COLLECTOR	\$	362.98
10/28/2022	31421	SAN MATEO CTY TAX COLLECTOR	\$	104.60
10/28/2022	31422	SAN MATEO CTY TAX COLLECTOR	\$	525.86
10/28/2022	31423	SAN MATEO CTY TAX COLLECTOR	\$	9.90
10/28/2022	31424	STANDARD INSURANCE COMPANY	\$	626.79
10/28/2022	31425	JIM STEELE	\$	5,500.00
10/28/2022	31426	JAMES TETER	\$	480.00
10/28/2022	31427	TRIMBLE INC.	\$	1,440.00
10/28/2022	31428	TYLER TECHNOLOGIES, INC	\$	10,379.10
10/28/2022	31429	UNITED RENTALS (NORTH AMERICA), INC.	\$	9,160.16
10/28/2022	31430	UNIVAR SOLUTIONS USA INC.	\$	3,019.39
10/28/2022	31431	UPS STORE	\$	326.09
10/28/2022	31432	USA BLUE BOOK	\$	906.96
10/28/2022	31433	VALIC	\$	3,906.00
10/28/2022	31434	VERIZON WIRELESS	\$	4,498.62
10/28/2022	31435	WESTERN STATES TOOL & SUPPLY CORPORATION	\$	1,090.89
10/03/2022	31436	KYLE THOMAS BOLGER	\$	75.00
10/31/2022	31437	BRITTANY RUFFIER	\$	49.99
10/31/2022	31438	GRETCHEN EMO	\$	56.62
10/31/2022	31439	PG&E	\$	794.51
10/31/2022	31440	MOISES CONTRERAS	\$	35.69
			SUBTOTAL CLAIMS FOR MONTH	\$ 733,395.81

WIRE PAYMENTS

10/20/2022	DFT0000431	PUB. EMP. RETIRE SYSTEM	\$	16,182.17
10/28/2022	DFT0000432	PUB. EMP. RETIRE SYSTEM	\$	16,650.69
10/31/2022		BANK AND CREDIT CARD FEES	\$	8,331.73
			SUBTOTAL WIRE PAYMENTS FOR MONTH	\$ 41,164.59

TOTAL CLAIMS FOR THE MONTH \$ 774,560.40



Monthly Budget Report

Account Summary

For Fiscal: 2022-2023 Period Ending: 10/31/2022

	October Budget	October Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
<u>1-4120-00</u>	Water Revenue	1,187,300.00	980,714.66	-206,585.34	-17.40 %	4,984,600.00	4,494,059.41	-490,540.59	-9.84 %	12,791,000.00
	Total RevType: 1 - Operating:	1,187,300.00	980,714.66	-206,585.34	-17.40 %	4,984,600.00	4,494,059.41	-490,540.59	-9.84 %	12,791,000.00
RevType: 2 - Non-Operating										
<u>1-4170-00</u>	Water Taken From Hydrants	4,000.00	6,844.17	2,844.17	71.10 %	16,000.00	29,252.96	13,252.96	82.83 %	48,000.00
<u>1-4180-00</u>	Late Notice - 10% Penalty	4,100.00	8,858.89	4,758.89	116.07 %	16,400.00	29,080.33	12,680.33	77.32 %	50,000.00
<u>1-4230-00</u>	Service Connections	1,000.00	3,882.25	2,882.25	288.23 %	4,000.00	7,200.84	3,200.84	80.02 %	10,000.00
<u>1-4920-00</u>	Interest Earned	2,600.00	27,583.23	24,983.23	960.89 %	10,400.00	47,195.12	36,795.12	353.80 %	32,000.00
<u>1-4930-00</u>	Tax Apportionments/County Checks	0.00	2,637.86	2,637.86	0.00 %	0.00	3,508.93	3,508.93	0.00 %	950,000.00
<u>1-4950-00</u>	Miscellaneous Income	1,000.00	-34.00	-1,034.00	-103.40 %	3,000.00	666.00	-2,334.00	-77.80 %	10,000.00
<u>1-4955-00</u>	Cell Site Lease Income	16,000.00	16,261.11	261.11	1.63 %	64,000.00	64,528.69	528.69	0.83 %	192,000.00
<u>1-4965-00</u>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	250,000.00	298,227.24	48,227.24	19.29 %	500,000.00
	Total RevType: 2 - Non-Operating:	28,700.00	66,033.51	37,333.51	130.08 %	363,800.00	479,660.11	115,860.11	31.85 %	1,792,000.00
	Total Revenue:	1,216,000.00	1,046,748.17	-169,251.83	-13.92 %	5,348,400.00	4,973,719.52	-374,680.48	-7.01 %	14,583,000.00
Expense										
ExpType: 1 - Operating										
<u>1-5130-00</u>	Water Purchased	350,480.00	195,819.84	154,660.16	44.13 %	1,474,734.00	1,066,421.40	408,312.60	27.69 %	2,467,503.00
<u>1-5230-00</u>	Nunes T P Pump Expense	4,000.00	5,473.63	-1,473.63	-36.84 %	16,000.00	20,038.97	-4,038.97	-25.24 %	48,000.00
<u>1-5231-00</u>	CSP Pump Station Pump Expense	50,000.00	60,990.83	-10,990.83	-21.98 %	200,000.00	129,041.08	70,958.92	35.48 %	366,000.00
<u>1-5232-00</u>	Other Trans. & Dist Pump Expense	2,100.00	1,471.48	628.52	29.93 %	8,400.00	8,685.91	-285.91	-3.40 %	25,000.00
<u>1-5233-00</u>	Pilarcitos Canyon Pump Expense	1,000.00	146.10	853.90	85.39 %	2,800.00	1,942.19	857.81	30.64 %	64,000.00
<u>1-5234-00</u>	Denniston T P Pump Expense	2,000.00	8,734.15	-6,734.15	-336.71 %	5,000.00	31,225.08	-26,225.08	-524.50 %	77,000.00
<u>1-5242-00</u>	CSP Pump Station Operations	1,000.00	1,685.32	-685.32	-68.53 %	4,000.00	5,701.87	-1,701.87	-42.55 %	12,000.00
<u>1-5243-00</u>	CSP Pump Station Maintenance	3,000.00	478.62	2,521.38	84.05 %	12,000.00	2,113.07	9,886.93	82.39 %	35,000.00
<u>1-5246-00</u>	Nunes T P Operations - General	8,000.00	8,215.90	-215.90	-2.70 %	32,000.00	46,790.23	-14,790.23	-46.22 %	97,000.00
<u>1-5247-00</u>	Nunes T P Maintenance	10,000.00	10,539.71	-539.71	-5.40 %	39,000.00	22,416.89	16,583.11	42.52 %	119,000.00
<u>1-5248-00</u>	Denniston T P Operations-General	5,000.00	3,318.75	1,681.25	33.63 %	11,000.00	10,486.96	513.04	4.66 %	64,000.00
<u>1-5249-00</u>	Denniston T.P. Maintenance	14,000.00	20,400.82	-6,400.82	-45.72 %	56,000.00	53,544.57	2,455.43	4.38 %	140,000.00
<u>1-5250-00</u>	Laboratory Expenses	7,000.00	4,364.65	2,635.35	37.65 %	26,000.00	18,725.15	7,274.85	27.98 %	77,000.00
<u>1-5260-00</u>	Maintenance - General	31,000.00	43,782.40	-12,782.40	-41.23 %	124,000.00	144,344.36	-20,344.36	-16.41 %	380,000.00
<u>1-5261-00</u>	Maintenance - Well Fields	10,000.00	0.00	10,000.00	100.00 %	18,000.00	0.00	18,000.00	100.00 %	50,000.00
<u>1-5263-00</u>	Uniforms	0.00	316.41	-316.41	0.00 %	0.00	615.12	-615.12	0.00 %	12,000.00
<u>1-5318-00</u>	Studies/Surveys/Consulting	15,000.00	27,205.00	-12,205.00	-81.37 %	55,000.00	62,436.84	-7,436.84	-13.52 %	157,000.00
<u>1-5321-00</u>	Water Resources	2,300.00	1,161.57	1,138.43	49.50 %	9,100.00	2,004.37	7,095.63	77.97 %	26,700.00

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 10/31/2022

	October Budget	October Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00 Community Outreach	10,000.00	9,581.36	418.64	4.19 %	24,000.00	19,243.74	4,756.26	19.82 %	68,000.00
1-5325-00 Water Shortage Program	6,000.00	3,829.00	2,171.00	36.18 %	30,000.00	3,829.00	26,171.00	87.24 %	50,000.00
1-5381-00 Legal	10,000.00	5,898.00	4,102.00	41.02 %	37,000.00	30,653.00	6,347.00	17.15 %	110,000.00
1-5382-00 Engineering	6,300.00	12,312.54	-6,012.54	-95.44 %	25,200.00	25,943.54	-743.54	-2.95 %	76,000.00
1-5383-00 Financial Services	4,000.00	4,000.00	0.00	0.00 %	13,000.00	11,710.00	1,290.00	9.92 %	23,000.00
1-5384-00 Computer Services	25,000.00	17,463.66	7,536.34	30.15 %	100,000.00	79,021.71	20,978.29	20.98 %	309,025.00
1-5410-00 Salaries/Wages-Administration	102,788.00	85,879.27	16,908.73	16.45 %	416,046.00	351,299.19	64,746.81	15.56 %	1,267,717.00
1-5411-00 Salaries & Wages - Field	143,068.00	142,393.78	674.22	0.47 %	579,084.00	576,212.44	2,871.56	0.50 %	1,764,505.00
1-5420-00 Payroll Tax Expense	18,190.00	12,453.63	5,736.37	31.54 %	73,625.00	62,081.39	11,543.61	15.68 %	224,338.00
1-5435-00 Employee Medical Insurance	41,000.00	39,615.70	1,384.30	3.38 %	164,000.00	158,449.73	5,550.27	3.38 %	505,000.00
1-5436-00 Retiree Medical Insurance	4,200.00	4,125.26	74.74	1.78 %	16,700.00	16,003.27	696.73	4.17 %	52,000.00
1-5440-00 Employees Retirement Plan	48,690.00	46,466.55	2,223.45	4.57 %	197,078.00	195,986.68	1,091.32	0.55 %	600,506.00
1-5445-00 Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	36,000.00
1-5510-00 Motor Vehicle Expense	6,500.00	8,973.57	-2,473.57	-38.05 %	26,000.00	28,165.61	-2,165.61	-8.33 %	80,000.00
1-5620-00 Office & Billing Expenses	31,000.00	44,274.27	-13,274.27	-42.82 %	127,000.00	135,993.37	-8,993.37	-7.08 %	412,500.00
1-5625-00 Meetings / Training / Seminars	2,000.00	3,544.18	-1,544.18	-77.21 %	19,000.00	21,658.58	-2,658.58	-13.99 %	41,000.00
1-5630-00 Insurance	13,000.00	9,534.15	3,465.85	26.66 %	49,000.00	47,249.06	1,750.94	3.57 %	161,000.00
1-5687-00 Membership, Dues, Subscript.	8,000.00	28,784.47	-20,784.47	-259.81 %	32,000.00	52,556.37	-20,556.37	-64.24 %	99,975.00
1-5688-00 Election Expenses	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	20,000.00
1-5689-00 Labor Relations	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	6,000.00
1-5700-00 San Mateo County Fees	3,000.00	4,241.51	-1,241.51	-41.38 %	9,000.00	8,663.02	336.98	3.74 %	31,400.00
1-5705-00 State Fees	1,000.00	0.00	1,000.00	100.00 %	3,000.00	566.00	2,434.00	81.13 %	42,000.00
Total ExpType: 1 - Operating:	999,616.00	877,476.08	122,139.92	12.22 %	4,033,767.00	3,451,819.76	581,947.24	14.43 %	10,197,169.00
ExpType: 4 - Capital Related									
1-5715-00 Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	273,341.00	273,340.92	0.08	0.00 %	335,508.00
1-5716-00 Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	238,683.00	238,683.17	-0.17	0.00 %	322,417.00
1-5717-00 Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	382,128.00	382,127.53	0.47	0.00 %	436,027.00
1-5718-00 First Foundation Bank - 2022	0.00	0.00	0.00	0.00 %	420,517.00	420,517.07	-0.07	0.00 %	495,510.00
Total ExpType: 4 - Capital Related:	0.00	0.00	0.00	0.00 %	1,314,669.00	1,314,668.69	0.31	0.00 %	1,589,462.00
Total Expense:	999,616.00	877,476.08	122,139.92	12.22 %	5,348,436.00	4,766,488.45	581,947.55	10.88 %	11,786,631.00
Report Total:	216,384.00	169,272.09	-47,111.91		-36.00	207,231.07	207,267.07		2,796,369.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
October 31, 2022**

<u>RESERVE BALANCES</u>	Current Year as of 10/31/2022	Prior Year as of 10/31/2021
CAPITAL AND OPERATING RESERVE	\$14,922,191.89	\$10,317,201.07
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$15,172,191.89	\$10,567,201.07

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$2,616,746.63	\$5,225,224.45
CSP T & S ACCOUNT	\$200,395.21	\$48,112.12
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$2,019,764.06	\$19,449.84
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$10,334,485.99	\$5,273,614.66
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$15,172,191.89	\$10,567,201.07

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

**COASTSIDE COUNTY WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
FISCAL YEAR 2022/2023**

10/31/2022

* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	0%	
99-02	Vehicle Fleet Replacement	ongoing	\$ 40,000		\$ 40,000	\$ -	0%	

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000		\$ 140,000	\$ -	0%	Proposal to Board November 2022
	Pilarcitos Canyon Culvert Replacement	TBD	\$ 40,000		\$ 40,000	\$ -	0%	Likely June 2022
99-01	Meter Change Program	ongoing	\$ 10,000		\$ 10,000	\$ -	0%	

Pipeline Projects

20-08	Grandview Pipeline Replacement Project	Construction	\$ 1,650,000	\$ 335,424	\$ 1,650,000	\$ -	20%	Awarded in June 2022; Construction started in 10/2022
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave/Strawflower	Construction	\$ 400,000	\$ 375,998	\$ 400,000	\$ -	95%	Completed September 2022
14-01	Highway 92 - Replacement of Welded Steel Line	In design	\$ 700,000	\$ 14,941	\$ 150,000	\$ 550,000	0%	Moved construction to FY2023/24

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	In design	\$ 200,000	\$ 49,527	\$ 200,000	\$ -	0%	At 100% design
09-18	Denniston Well Field Replacements	TBD	\$ 500,000		\$ 100,000	\$ 400,000	0%	Consulting work in 2022-23; construction pushed to 2023-2024
23-03	CSP Fire Sprinklers	TBD	\$ 150,000		\$ 150,000	\$ -	0%	
19-05	Tanks - THM Control	Ongoing	\$ 50,000		\$ 50,000	\$ -	0%	

Water Supply Development

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 300,000	\$ 53,572	\$ 300,000	\$ -	n/a	
17-12	Recycled Water Project Development	ongoing	\$ 100,000		\$ 100,000	\$ -	n/a	

Water Treatment Plants

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 3,500,000	\$ 503,778	\$ 2,750,000	\$ 750,000	53%	Construction started August 2021; To be completed in FY 2023/2024; moved \$750M to FY2023/2024 given construction delays
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	TBD	\$ 200,000		\$ 200,000		0%	
23-09	Denniston Contact Clarifier Hatch Replacements	TBD	\$ 75,000	\$ 10,525	\$ 75,000		0%	

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

23-08	Nunes Magnetic Meter Project	in process		\$ 84,961	\$ 150,000	\$ (150,000)	57%	Planned for FY2023-24 - moved up to FY2022/23
	CSP Screens/Valves - Project TBD	TBD			\$ 250,000			
NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
	Poplar Avenue Pipeline Replacement				\$ 400,000	\$ (400,000)		Move up Poplar Ave Pipeline Replacement to FY2022/2023 due to City project

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2022/2023

10/31/2022

* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
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NEW FY2022/2023 CIP TOTAL	\$ 8,205,000	\$ 1,428,727	\$ 7,305,000	\$ 1,150,000		
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FY2021/2022 CIP Carryover Projects

22-01	Miramontes Point Road Water Main Replacement	in design	\$ -	\$ 12,016	\$ 40,000	\$ (40,000)	n/a	
22-05	ACCELA Planning Software	in process	\$ -	\$ 8,060	\$ 20,000	\$ (20,000)	80%	
22-06	CSP Pump #2 Replacement (2022)	in process	\$ -	\$ 2,812	\$ 2,812	\$ (2,812)	100%	
22-07	Alameda Ave Crossing at Medio Creek Pipeline Replacement	pre-design	\$ -	\$ 8,600	\$ 400,000	\$ (400,000)	n/a	Move up construction from FY24 to FY23
22-08	WIMS Software Implementation	in process	\$ -		\$ 40,000	\$ (40,000)	20%	

FY2021/2022 CARRYOVER PROJECTS	\$ -	\$ 31,487	\$ 502,812	\$ (502,812)		
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Green = approved by the Board/in process

TOTAL - FY 2022/2023 CIP + PRIOR YEAR CARRYOVER	\$ 8,205,000	\$ 1,460,215	\$ 7,807,812	\$ 647,188		
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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
Oct-21	18,804									18,804
Nov-21	9,818			943	1,739					12,500
Dec-22	5,582			755						6,337
Jan-22	13,699					1,375			751	15,825
Feb-22	15,073				4,810		237			20,120
Mar-22	9,260				1,545					10,804
Apr-22	6,554		3,081	1,185	1,140	3,081				15,040
May-22	4,986	1,580	474		295	6,597				13,932
Jun-22	18,524	2,528								21,052
Jul-22	6,666									6,666
Aug-22	9,090	3,753		706						13,548
Sep-22	4,898	553		919						6,370
TOTAL	122,952	8,414	3,555	4,506	9,528	11,053	237	0	751	160,994

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

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

Month	Admin & Retainer	CIP	Studies and Non - CIP Project	TOTAL	Reimbursable from Projects
Nov-21	987			987	
Dec-21	480		3,211	3,691	3,211
Jan-22	480	507	507	1,494	507
Feb-22	480	456		936	
Mar-22	480		1,014	1,494	1,014
Apr-22	480		1,859	2,339	1,859
May-22	480		2,366	2,846	2,366
Jun-22	480		1,268	1,748	1,268
Jul-22	480		1,690	2,170	1,690
Aug-22	480		5,714	6,194	5,714
Sep-22	480			480	
Oct-22	480			480	
TOTAL	6,267	963	17,629	24,858	17,629

Calcon T&M Projects Tracking

10/31/2022

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/22	Project Billings FY2022-2023
FY 2021-2022 Open Projects:							
	Crystal Springs Solar System Backup			12/20/2021		\$18,739.00	
	Nunes Tank Radio Solar Backup			12/20/2021		\$19,927.00	
	Denniston CC Junction Box				\$9,558.00		\$ 2,000.00
					Open Projects - Subtotal	<u>\$38,666.00</u>	<u>\$2,000.00</u>
Other: Monthly Maintenance							
	Tanks						
	Crystal Springs Maintenance						
	Nunes Maintenance						\$ 4,549.72
	Denniston Maintenance						\$ 17,182.85
	Distribution System						\$ 22,510.97
	Wells						
	Cellular Telemetry						\$ 1,312.52
							<u>\$ 45,556.06</u>
							<u>FINAL TOTAL FY 2022/2023</u>
							<u><u>\$47,556.06</u></u>

EKI Environment & Water
Engineering Services Billed FY 2020-2021 to FY 2021-2023
Billed through 10/31/2022

	Contract Date	Not to Exceed Budget	Status	FY2020-2021	FY2021-2022	FY2022-2023
CIP Project Management						
Fiscal Year 2019-2020	7.29.2019	\$ 180,000.00	Complete	\$ 1,138.80		
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00	Complete	\$ 66,805.44	\$ 33,162.48	
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Open		\$ 10,301.46	\$ 1,791.40
Fiscal Year 2021-2022 - Drought Relief Grant Application	12.2021		Complete		\$ 21,074.82	
Fiscal Year 2022-2023	4/20/2022	\$ 117,000.00	Open		\$ 5,453.76	\$ 23,075.98
Sub Total - CIP Project Management Services		\$ 422,000.00		\$ 67,944.24	\$ 69,992.52	\$ 24,867.38

Denniston Culvert Replacement-Engineering Services during Construction	18-13	7.8.2020	\$ 48,800.00	Complete	\$ 47,647.17		
Pine Willow Oak Water Main Replacement Project	18-01	7.29.2019	\$ 69,700.00	Complete	\$ 4,991.74		
Grandview/Silver/Terrace/Spindrifft Under Hwy 1 PreDesign	20-08	10.15.2019	\$ 59,600.00	Complete	\$ 40,597.27		
Grandview Water Main Replacement Project (Design, Bid Support, construction support)	20-08	7.29.2019	\$ 56,100.00	Open	\$ 5,144.36		
Grandview Crossing at Hwy 1	20-08	2.9.2021	\$ 156,500.00	Open	\$ 73,285.99	\$ 37,244.28	\$ 24,959.31
Grandview Crossing at Hwy 1 - Construction Management Services	20-08	9.16.2022	\$ 132,800.00	Open			\$ 574.08
Pilarcitos Creek Crossing Water Main Replacement Preliminary Design	13-02	8.27.2019	\$ 104,600.00	Complete	\$ 1,226.50		
Pilarcitos Creek Crossing Water Main Replacement Design	13-02	7.14.2020	\$ 99,900.00	Complete	\$ 40,191.58	\$ 31,454.78	\$ 26,503.36
Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions	13-02		\$ 28,600.00	Complete		\$ 20,059.82	
Pilarcitos Creek Crossing Water Main Replacement-Engineering Services during construction							\$ 4,681.04
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Open		\$ 18,139.94	\$ 720.98
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 116,800.00	Open		\$ 92,356.96	\$ 23,040.16
Purisima Way Water Main Replacement	14-29	10.18.2021	\$ 20,400.00	Complete		\$ 19,840.91	
Medio Crossing - Alternatives Evaluation for Pipeline Replacement		4.25.2022	\$ 21,900.00	Open		\$ 8,410.48	\$ 9,471.54

Total - All Services

\$ 281,028.85 \$ 297,499.69 \$ 114,817.85

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 11, 2022

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the meeting was conducted by hybrid format offering the option of participating in person, zoom video conference, or by teleconference.

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

- 1) **ROLL CALL** -President Bob Feldman was in person and called the meeting to order at 7:00 p.m. Participating in roll call via Zoom Video Conference was Director Ken Coverdell and in person Vice-President John Muller and Director Chris Mickelsen. Director Glenn Reynolds arrived at 7:07 p.m.

Vice President John Muller left meeting at 7:57 p.m.

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

Also participating Nancy Phan and Kevin Kostiuk, Raftelis Financial Consultants Inc.

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments
- 4) **Consider and Reaffirm Resolution 2021-06 "Making Findings Pursuant to Assembly Bill 361 That the Proclaimed State of Emergency Continues to Impact the Ability to Meet Safely in Person"**

Ms. Rogren summarized Governor Newsom’s Executive Order dated back on March 4, 2020, that declared a State of Emergency to exist in California because of the threat of COVID 19. The Executive Order N-29-20 suspended certain provisions of the Ralph M. Brown Act relating to teleconferencing to allow legislative bodies to conduct meetings remotely to help protect the spread of COVID-19 and to protect the health and safety of the public. On June 11, 2021, the Governor issued Executive Order N-08-21 which specified that Executive Order N-29-20 remain in effect through September 30, 2021.

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

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

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

5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending September 30, 2022:
Claims: \$ 1,722,854.44; Payroll: \$ 303,845.95 for a total of \$ 2,026,700.39
September 2022 Monthly Financial Claims reviewed and approved by Director Reynolds
- B. Acceptance of Financial Reports
- C. Approval of Minutes of September 13, 2022, Regular Board of Directors Meeting
- D. Approval of Minutes of September 27, 2022, Special Board of Directors Meeting
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report September 2022
- H. Leak/Flushing Report – September 2022
- I. Monthly Rainfall Reports
- J. SFPUC Hydrological Conditions Report – August 2022
- K. Water Service Connection Transfer Report for September 2022

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

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

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no meetings reported.

7) GENERAL BUSINESS

A. 1) Review The Proposed Water Shortage Rates, Water Financial Plan and Proposed Water Service Rate Adjustments for Calendar Years 2023 and 2024, and Draft Water Financial Plan and Rate Update Study Report; and
2) Schedule a Public Hearing on Proposed Rate Adjustments for Calendar Years 2023 and 2024 and Authorize Issuance of a Notice of Public Hearing for Proposed Rate Increases effective January 19, 2023 and January 18, 2024

- 1) Ms. Rogren introduced the District Rate Consultants, Ms. Phan and Mr. Kostiuk of Raftelis Financial Consultants Inc. ("Raftelis"). She then recapped the timeline and steps taken to develop the Water Financial Plan, proposed Water Service Rate adjustments for calendar years 2023 and 2024, and the proposed Water Shortage Rates.
 - At the June 14, 2022 Regular Board of Directors Meeting, the Board approved the Fiscal Year 2022/2023 Operations (O&M) Budget and the Fiscal Year 2022/23 to 2031/32 Capital Improvement Program (CIP).
 - On August 11, 2022 the Finance Committee met with Raftelis on the Water Financial Plan model.
 - On August 24, 2022 the Board convened a Special Meeting - Rate Study Workshop to review the Water Financial Plan model developed by Raftelis utilizing the Districts approved fiscal year 2022/23 O&M Budget and fiscal year 2022/23 to 2031/32 CIP. The Raftelis consultants utilized the interactive financial model and modified inputs to the model at the request of Board Members to determine the effects of potential water rate increase and debt financing on the districts cash reserves. Board members discussed various alternatives, including a potential 6% rate increase in January 2023 and another 6% rate increase in January 2024, with a potential debt financing of \$7 Million in 2025.
 - Subsequent to the August 24, 2022 workshop, Raftelis applied the proposed 6% rate adjustment to the District's water service rate

structure to arrive at proposed Water Service Rates to be effective January 19, 2023 and again on January 18, 2024.

Ms. Rogren then turned the meeting over to Raftelis who presented the proposed Water Shortage Rates. These proposed rates represent an update given the proposed adjustments to the District's Water Service Rates and are based on the Water Shortage Contingency Stage Rate Study dated October 29, 2021.

To meet the substantive requirements of Proposition 218 as interpreted by the Courts, Raftelis also provided a Draft Water Financial Plan and Rate Update Study Report dated October 5, 2022 that provides an update to the District's financial model, Water Service Rates and Water Shortage Rates utilizing the May 2018 Cost of Service and Rate Study and updated O&M Budget and CIP information. This study supports the proposed up to 6% rate adjustment to be effective January 19, 2023 and up to 6% rate adjustment to be effective January 18 2024, the accompanying Water Shortage Rates, and the potential \$7 Million in debt financing.

- 2) Ms. Rogren informed the Board that to comply with the requirements of Proposition 218, the recommended Board action would be to schedule a public hearing at the regularly scheduled Board meeting on December 13, 2022 and to authorize the issuance of a Notice of Public Hearing for proposed rate increases to be effective January 19, 2023 and January 18, 2024.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to approve the scheduling of a public hearing on December 13, 2022 at 7:00 p.m. during the regular Board of Directors' Meeting on the proposed rate adjustments and to authorize the issuance of a Notice of Public Hearing for Proposed Rate Increases effective January 19, 2023 and January 18, 2024

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

B. Approval of Coastside County Water District Response to San Mateo County Civil Grand Jury Report: "The Other Water Worry: Is Your Water Provider Prepared for the Big One?"

Ms. Rogren summarized the Civil Grand Jury Report dated August 5, 2022 and the recommendations from the report. The two recommendations applicable to the District include: by March 31, 2023, 1) the District is to perform emergency preparedness exercises consistent with the District emergency response plan; and

2) the District is to perform an analysis and document an after-action report consistent with the District emergency response plan.

The District is required to respond to the Grand Jury by November 4, 2022. District staff and Legal Counsel prepared a draft letter responding to the findings and recommendations applicable to the District to the Civil Grand Jury that Ms. Rogren reviewed with the Board.

ON MOTION BY Vice President Muller and seconded by Director Mickelsen the Board voted by roll call vote to approve the Coastside County Water District response to the San Mateo County Civil Grand Jury Report: "The Other Water Worry: Is Your Water Provider Prepared for the Big One?"

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

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

Mr. Derbin summarized that Balance Hydrologics, Inc. has been providing stream gaging, monitoring and data collection services to the District since Water Year 2011. District staff recommends continuing these services for Water Year 2023. This agreement will be for time-and-materials, for an estimated cost of \$92,516.

ON MOTION BY Director Reynolds and seconded by Vice President Muller, the Board voted by roll call vote to authorize the General Manager to enter into a professional services agreement with Balance Hydrologics, Inc. for Denniston/San Vicente stream gaging, groundwater monitoring, and data collection for Water Year 2023 for an estimated time-and-materials cost of \$92,516.

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

D. Consider Resolution 2022-11 Authorizing the Grant Application, Acceptance, and Execution of the Financial Assistance Agreement for the Coastside County Water District Recycled Water Feasibility Study

Ms. Rogren reported that the District has engaged EKI, Environment and Water, Inc. to assist the District with the preparation of a grant application with the State Water Resources Control Board for a Recycled Water Feasibility Study. The application requires that the Board approve a resolution authorizing the grant application, acceptance, and execution of the Financial Assistance Agreement.

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to approve Resolution 2022-11 authorizing the grant application, acceptance, and execution of the Financial Assistance Agreement with the State Water Resources Control Board for the Coastside County Water District Recycled Water Feasibility Study

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

E. Quarterly Financial Review

Ms. Rogren summarized the year-to-date revenue and expenses for the first three months of Fiscal Year 2022-2023. She also recapped the Capital Improvement Program expenditures and the Districts Cash reserves.

8) MONTHLY INFORMATIONAL REPORTS

A. General Manager's Report

Ms. Rogren reported that on September 13, 2022 the Governor signed into law Assembly Bill 2449 which amends the Brown Act teleconferencing procedures which goes into effect January 1, 2023.

B. Superintendent of Operations Report

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

C. Water Resources Informational Report

Ms. Brennan reported that the Governor signed Senate bill SB 1157 into law which reduces the standard for indoor residential water use to 47 gallons per day per capita per day (RGPCD) by 2025 and 42 RGPCD by 2030. The current standard until 2025 is 55 RGPCD.

Ms. Brennan noted that the District's Ordinance No. 2022-01 provides that beginning October 1, customers may irrigate 1 day a week for spray irrigation.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

10) ADJOURNMENT - Board Meeting Adjourned at 8:25 p.m.

Mary Rogren, General Manager
Secretary to the District

Robert Feldman, President
Board of Directors

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2023

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.92	6.25	0.00	39.07	0.42	47.66	2.63	45.03
AUG	1.70	5.45	0.00	38.23	8.94	54.32	2.90	51.42
SEPT	1.65	5.86	0.00	15.86	27.69	51.06	2.62	48.44
OCT	0.57	3.62	0.00	37.14	3.13	44.46	2.22	42.24
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	5.84	21.18	0.00	130.30	40.18	197.50	10.37	187.13
% MONTHLY TOTAL	1.3%	8.1%	0.0%	83.5%	7.0%	100.0%	5.0%	95.0%
% ANNUAL TO DATE TOTAL	3.0%	10.7%	0.0%	66.0%	20.3%	100.0%	5.3%	94.7%

CCWD vs SFPUC- month 9.4%

CCWD vs SFPUC- annual 13.7%

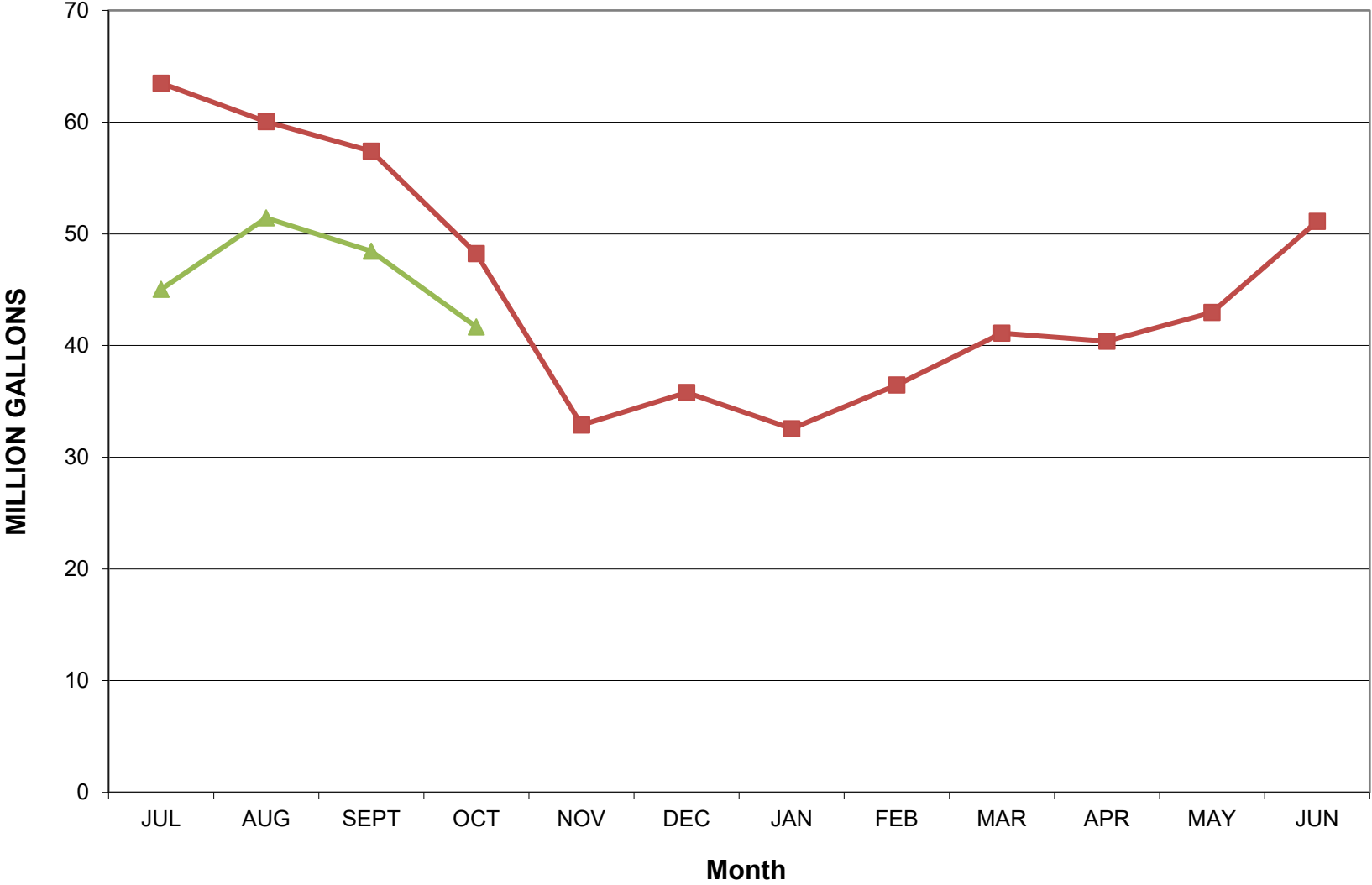
12 Month Running Treated Total

473.57

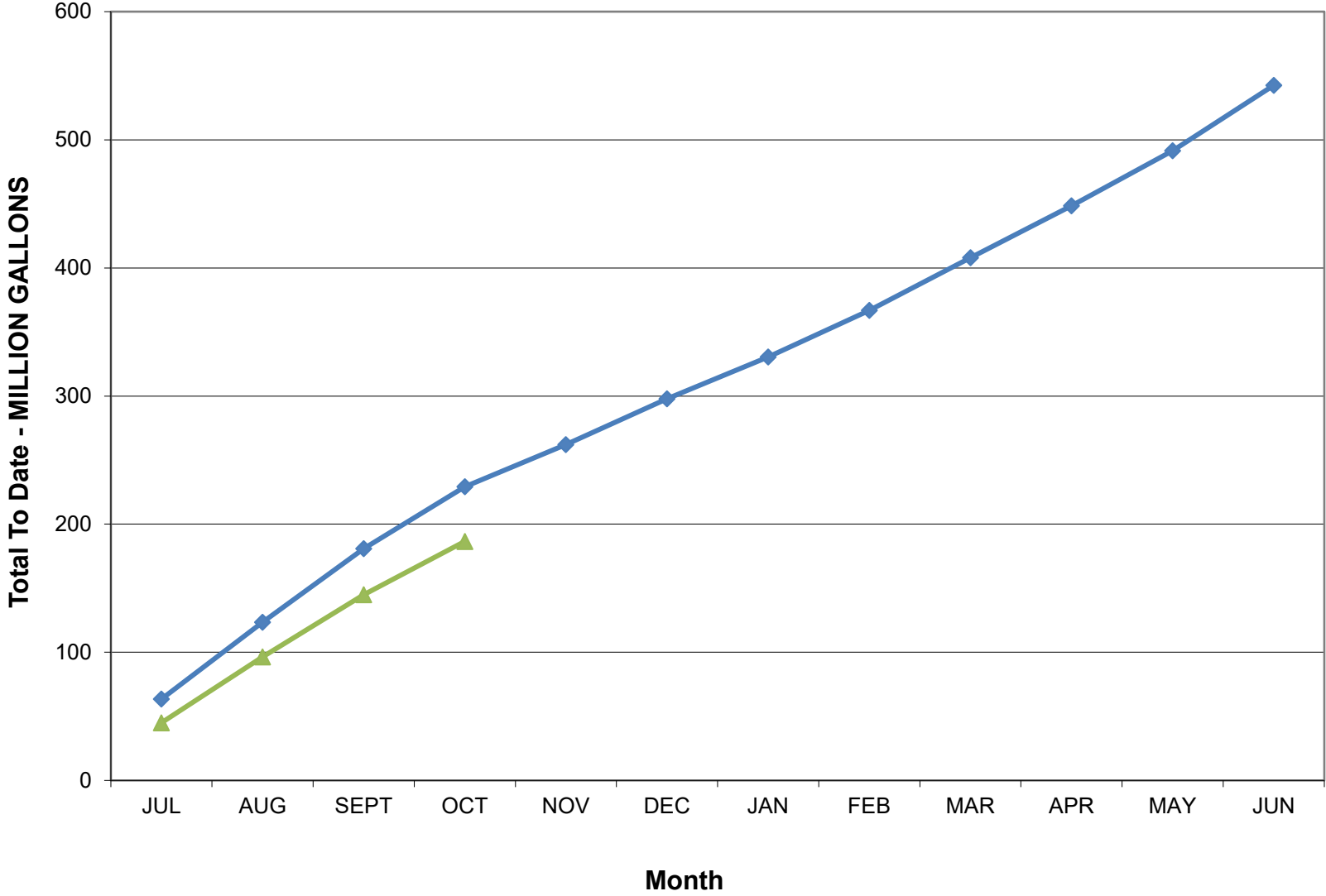
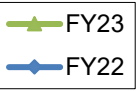
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022

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

Monthly Production FY 21 vs FY 22



Cumulative Production FY22 vs FY23



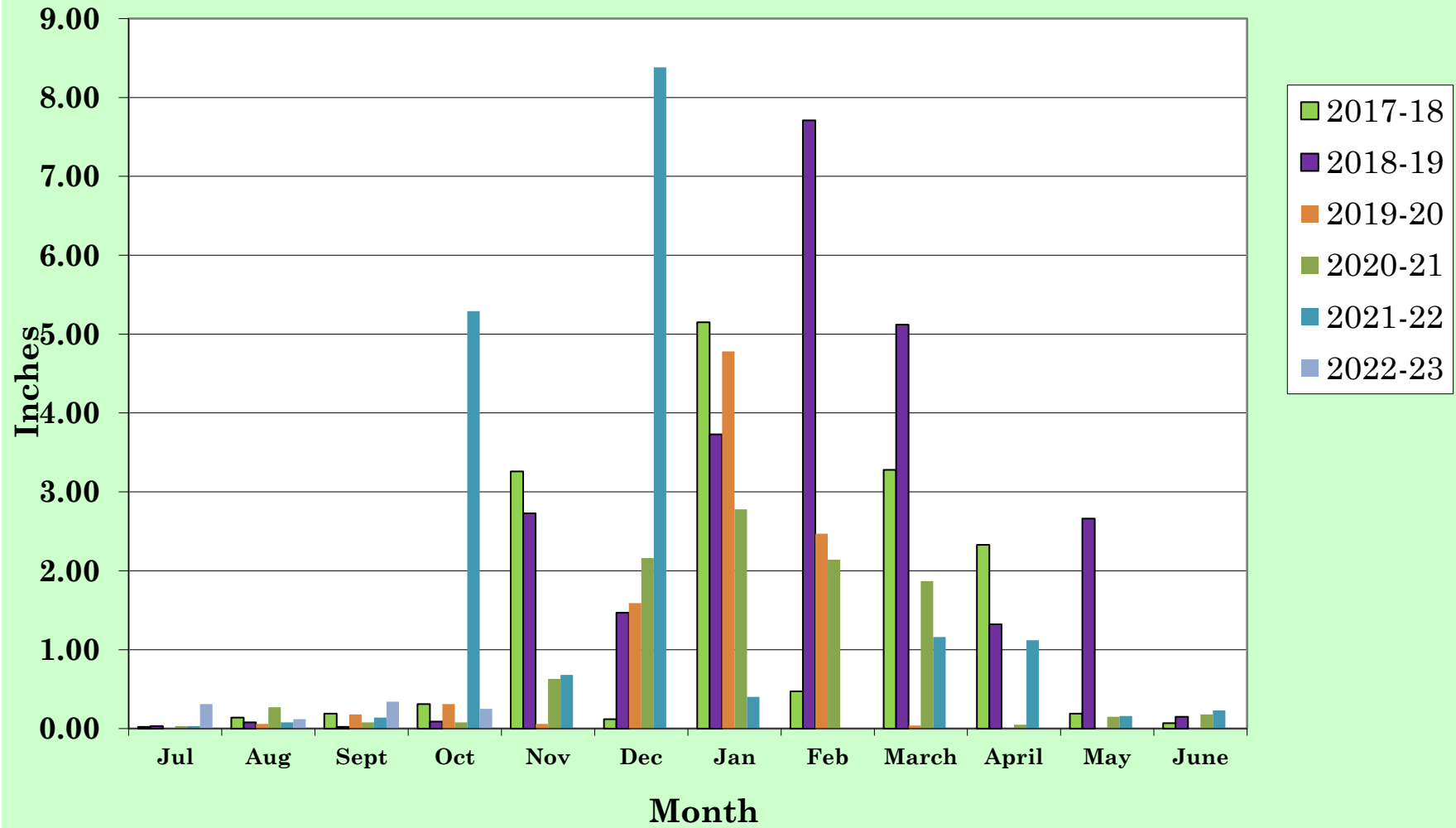
MONTH Oct-22						
Coastside County Water District Monthly Discharge Report						
EMERGENCY MAIN AND SERVICE REPAIRS						
	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (MG)
1	10/31/2022 (Contractor Damage)	10/31/2022	312 SanMateo Rd		3/4 Copper	0.0040
2						
3						
4						
5						
6						
7						
8						
Totals						0.0040

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.004
Reservoir Cleaning	
Automatic Blowoffs	0.278
Dewatering Operations	
Other (includes flow	0.000
DISCHARGES GRAND TOTAL (MG)	
0.282	

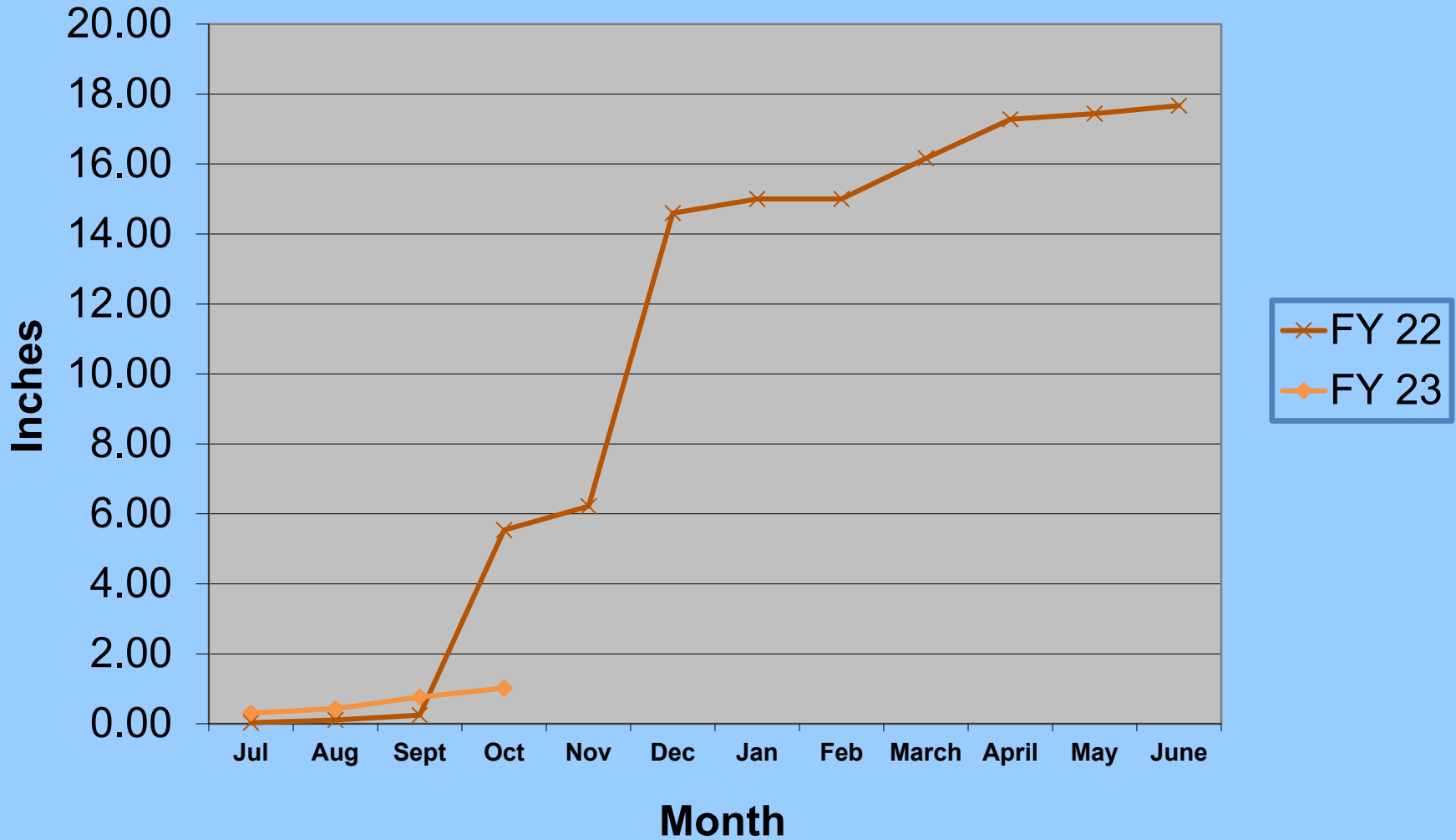
Coastside County Water District

Rainfall by Month

Fiscal Years 18 - 23

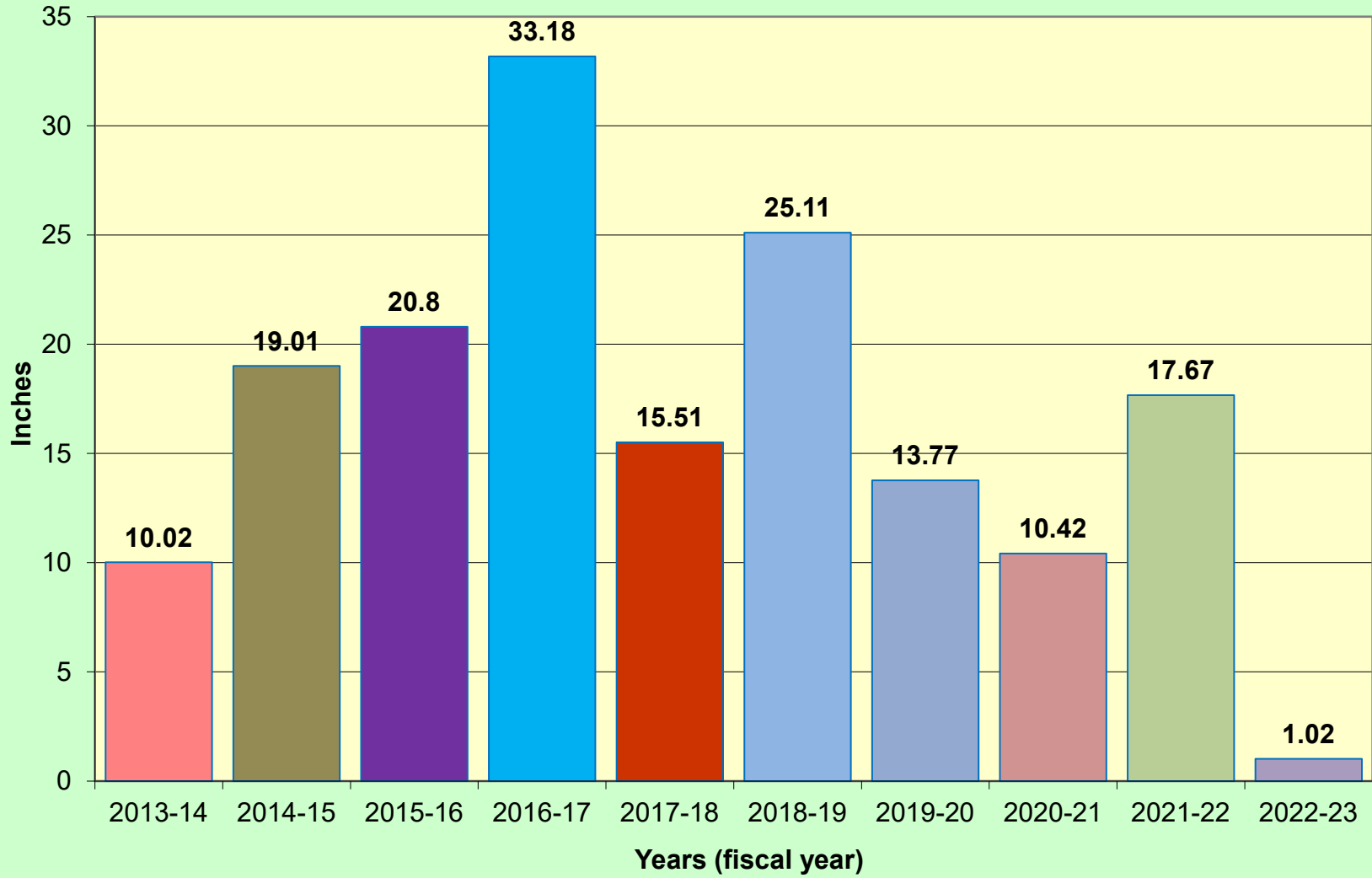


Rainfall Total Comparison Fiscal Years 22-23



Rain Totals

Fiscal Years 14 - 23



San Francisco Public Utilities Commission Hydrological Conditions Report September 2022

J. Chester, C. Graham, N. Waelty, October 17, 2022



As the Central Sierras head into a third La Nina year it is as important as ever to ensure the high elevation weather stations are in working order. The pictures document a field expedition to the Horse Meadow Weather Station (<https://cdec.water.ca.gov/webgis/?appid=cdecstation&sta=HRS>) which measures temperatures and snow water equivalent at 8,400 feet in elevation, a 20 mile hike into the watershed supplying water to Cherry Reservoir. Data gathered at Horse Meadow are used to drive models of future inflows into SFPUC upcountry reservoirs. Horse Meadow Weather Station is owned, operated, and maintained as part of a cooperative between California Department of Water Resources, Stanislaus National Forest, and the SFPUC.

System Storage

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

Table 1 Current System Storage as of October 1, 2022							
	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	282,529		360,360		77,831		78%
Cherry Reservoir ²	243,511		273,345		29,834		89%
Lake Eleanor ³	18,608		27,100		8,492		69%
Water Bank	252,329		570,000		317,671		44%
Tuolumne Storage	796,977		1,230,805		433,828		65%
Local Bay Area Storage							
Calaveras Reservoir	58,039	18,912	96,824	31,550	38,785	12,638	60%
San Antonio Reservoir	42,710	13,917	52,506	17,109	9,796	3,192	81%
Crystal Springs Reservoir	51,325	16,724	58,377	19,022	7,052	2,298	88%
San Andreas Reservoir	17,108	5,575	18,996	6,190	1,889	615	90%
Pilarcitos Reservoir	2,327	758	2,995	976	668	218	78%
Total Local Storage	171,509	55,886	229,697	74,847	58,189	18,961	75%
Total System	968,486		1,460,502		492,017		66%

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.

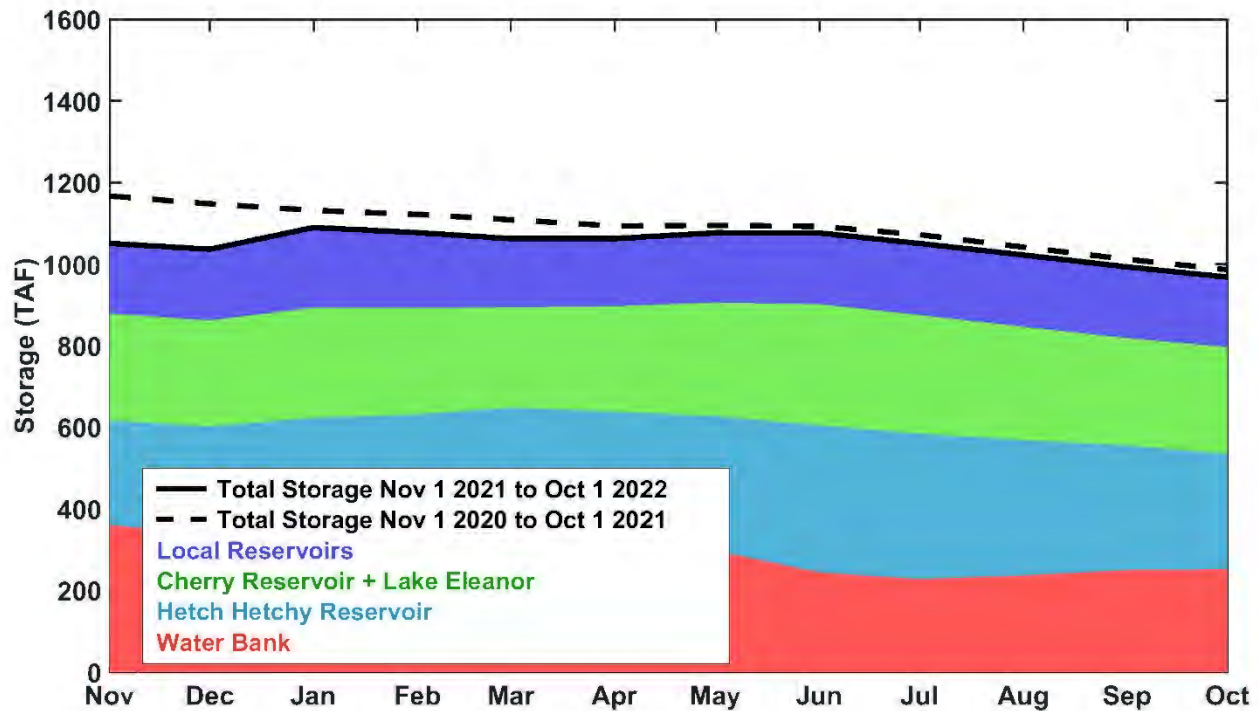


Figure 1: System storage for past 12 months. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The September 2022 six-station precipitation index was 1.41 inches, well above the median long-term index for the month of 0.16 inches.

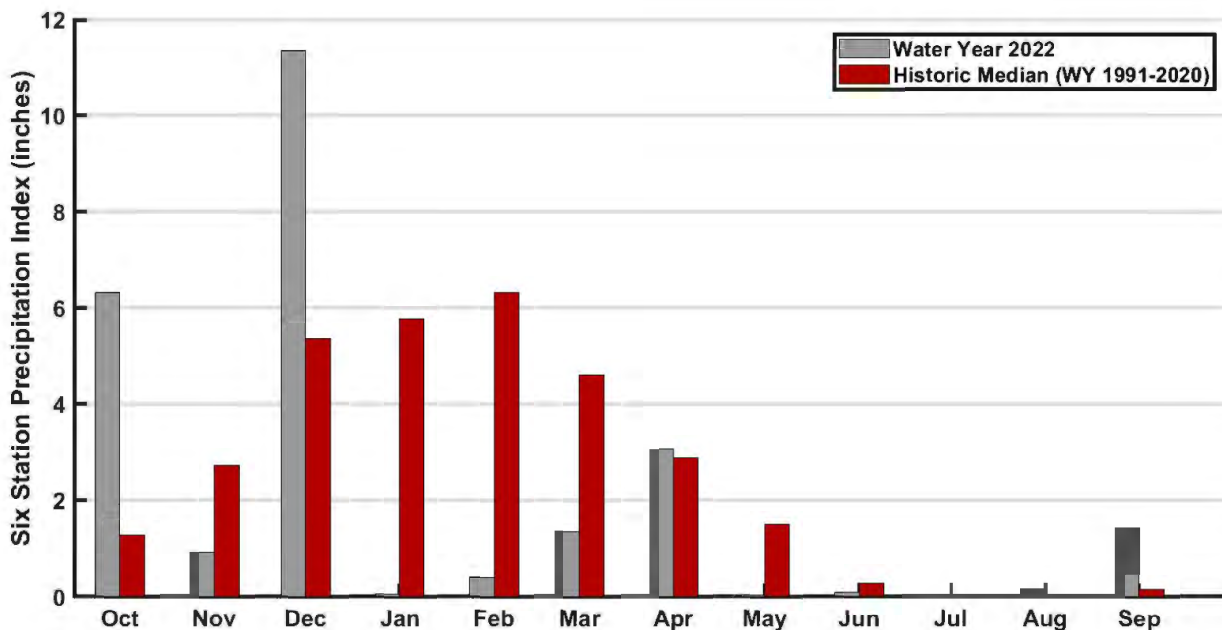


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of September 30, the six-station precipitation index for Water Year (WY) 2022 was 25.2 inches, which is 81% of the median annual total. The Hetch Hetchy Weather Station received 1.69 inches of precipitation in September resulting in a total of 25.87 inches for WY 2022, or 75% of median. The cumulative WY 2022 Hetch Hetchy precipitation is shown in Figure 3 in red.

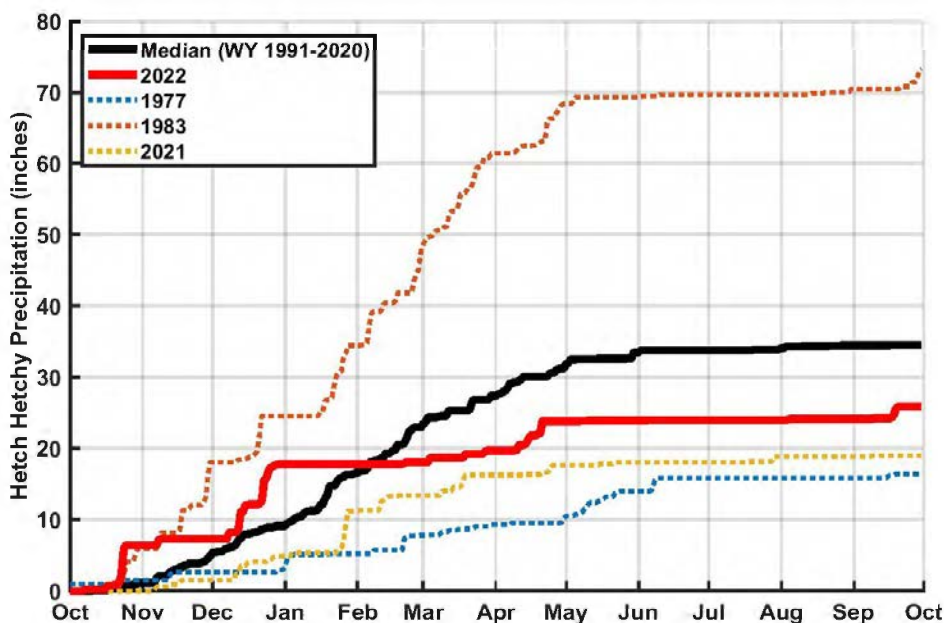


Figure 3: Water Year 2022 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2021 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for September 2022 and Water Year 2022 is summarized below in Table 2.

Table 2. Calculated Reservoir Inflows and Water Available to City								
* All flows are in acre-feet	September 2022				October 1, 2021 through September 30, 2022			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	454	1,669	3,314	14%	494,294	703,970	762,304	65%
Inflow to Cherry Reservoir and Lake Eleanor	2,376	1,537	1,969	121%	341,161	465,619	508,322	67%
Tuolumne River at LaGrange	12,204	8,681	12,079	101%	1,137,736	1,664,299	1,942,410	59%
Water Available to City	0	0	5	0%	201,328	580,260	870,173	23%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline were reduced on September 29th from 205 MGD to 179 MGD.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 23,820 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for September 1 – 14 were 80 cfs, and 65 cfs for September 15-30. Total precipitation for Water Year 2022, as of October 1, has resulted in a Water Year Type B for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream release are 50 cfs for October.

Cherry Reservoir power draft and stream releases totaled 3,076 acre-feet for the month of September with power draft providing recreational releases. The required minimum instream release from Cherry Reservoir for September was 15 cfs and decreases to 5 cfs for October. Lake Eleanor required release for September 1-15 was 20 cfs and decreased to 10 cfs on September 15. Lake Eleanor releases will remain at 10 cfs for October.

The Cherry-Eleanor pumps operated from September 9 through September 26 and transferred 5,944 acre-feet of water from Lake Eleanor to Cherry Reservoir.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant was offline for most of September, production was less than 1 MGD for the month. The Sunol Valley Water Treatment Plant production for the month was 27 MGD.

Regional System Water Delivery

The average September delivery rate was 204 MGD, which is 5% below the August delivery rate of 214 MGD.

Local Precipitation

The rainfall summary for September 2022 is presented in Table 3.

Weather Station Location	September		October 1, 2021 through September 30, 2022	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.43	430%	43.44	129%
Lower Crystal Springs Reservoir	0.37	1,233%	23.51	106%
Calaveras Reservoir	0.71	710%	16.20	90%

*Mean Period = WY 1991-2020

Water Supply and Planned Water Supply Management

Water Year 2022 began with a significant atmospheric river in late October 2021 and was followed up with a large storm system in late December 2021, resulting in a snowpack 160% of normal. This wet fall was followed by the driest January-March period on record – 1.82 inches measured precipitation compared to a previous low of over 4 inches. The snowpack on April 1st was 40% of normal. This led to well below average inflows – WY 2022 total inflows at Hetch Hetchy Reservoir were 494,294 acre-feet (65% of normal), and Water Available to the City was 201,328 acre-feet (23% of normal; Figure 4).

Due to carryover storage and conservative water resource management, all three upcountry reservoirs were relatively full for the end of the summer season. Hetch Hetchy Reservoir, Cherry Reservoir and Lake Eleanor storages are declining as current and forecasted inflows are less than minimum instream releases and SJPL deliveries.

Hetch Hetchy Reservoir is drafting via SJPL deliveries and minimum instream releases. Cherry Reservoir and Lake Eleanor are drafting via minimum instream releases. Water Bank is currently crediting as upcountry reservoir releases exceed inflows.

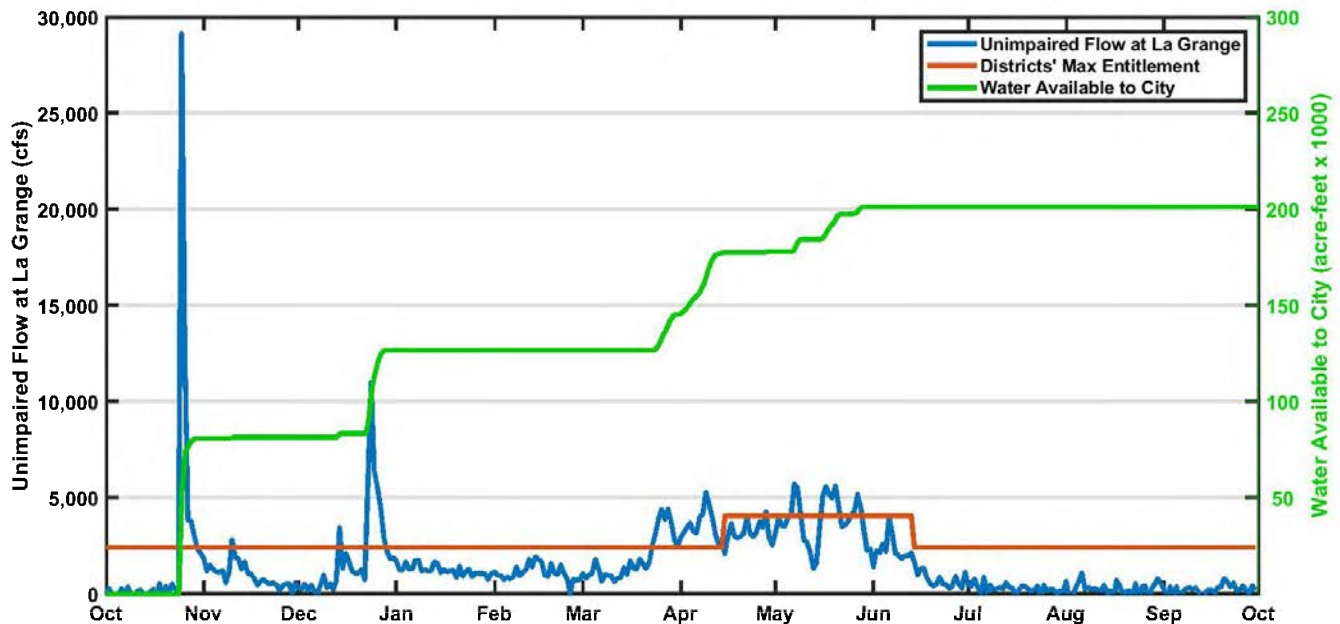


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: November 8, 2022

Report

Date: November 4, 2022

Subject: Approval for Vice-President Muller to attend the Association of California Water Agencies (ACWA) Fall Conference in Indian Wells - Nov. 29-Dec. 1, 2022

Recommendation:

Approve expenses for Director Muller's attendance at the Association of California Water Agencies (ACWA) Fall Conference in Indian Wells, CA, Nov. 29-Dec. 1, 2022, including the \$620.00 registration fee, lodging \$241.48, airfare \$361.20 and other travel expenses for attending the November 30-December 1 session.

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."

Director Muller plans to attend the Wednesday, November 30, 2022 and December 1, 2022, ACWA Fall Conference and requests that the Board approve of his expenses and any travel reimbursements.

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.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: November 8, 2022

Report Date: November 4, 2022

Subject: Review the District's Financial Model and Proposed Water Service Rate Adjustments and Water Shortage Rate Adjustments to be Effective January 19, 2023 and January 18, 2024

Recommendation:

For Information Only.

Background:

At the October 11, 2022 regular Board of Directors' Meeting, the Board approved the scheduling of a Public Hearing on December 13, 2022 at 7:00 p.m. during the regular Board of Directors' Meeting on the proposed rate adjustments and authorized the issuance of a Notice of Public Hearing for proposed increases to be effective January 19, 2023 and January 18, 2024. (See Exhibit A for the Notice that was mailed to the District's customers and property owners.)

The proposed Water Service Rate adjustments include increases of up to 6% to be effective January 19, 2023 and up to 6% to be effective January 18, 2024, as well as updates to the Water Shortage Rates, and these adjustments are described in the draft Water Financial Plan and Rate Update Study Report (dated October 5, 2022 – available at <https://coastsidewater.org/notice-of-public-hearing-december-13-2022/>). The Report provides an update to the District's Financial Model, Water Service Rates and Water Shortage Rates utilizing the May 2018 Cost of Service and Rate Study, updated Fiscal Year 2022-2023 Operations and Maintenance Budget and 10 year Capital Improvement Program (\$68 Million). The Report supports the proposed up to 6% rate adjustment to be effective January 19, 2023 and up to 6% rate adjustment to be effective January 18, 2024, and the accompanying updated Water Shortage Rates, and the potential \$7 Million in debt financing.

At the November 8, 2022 Board meeting, staff will review the District's Financial Model and Proposed Water Service Rates and Water Shortage Rates in preparation for the upcoming Public Hearing.

Coastside County Water District



Notice of Public Hearing

Basis for Proposed Adjustments

Proposed Rate Adjustments for Water Services

Example of Impact to Bill

Adjustment to Water Shortage Rates

How to Protest

Public Hearing Details

October 27, 2022

Coastside County Water District is committed to providing our customers with reliable, high-quality drinking water and services, while maintaining its facilities and infrastructure. The District's capital improvement program (\$68 Million planned for 2023-2032) provides that the District's infrastructure is replaced at the end of its life cycle and upgraded to meet current seismic standards.

Notice of Public Hearing

Proposed Amendments to the Rate and Fee Schedule

Effective January 19, 2023 and January 18, 2024

The Coastside County Water District ("District") Board of Directors will hold a Public Hearing at 7:00 PM on Tuesday, December 13, 2022, during a regular Board of Director's meeting.

The Board of Directors will consider adoption of the proposed water rates effective January 19, 2023, and January 18, 2024, affecting all water customers. Interested persons are encouraged to attend and comment. This meeting will be conducted by teleconference. Board members and members of the public may also attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay.

The public may watch and/or participate by joining the Zoom Video conference link provided on page 6 of this notice.

The District is proposing two years of rate increases for water services, as shown on pages 2 and 3 of this notice. If approved, a proposed increase of up to 6% (maximum 6%) will become effective on and after January 19, 2023, for year 1, and a proposed increase of up to 6% (maximum 6%) will become effective on and after January 18, 2024, for year 2.

In addition, the District is proposing adjustments to its Water Shortage Rates (Water Shortage Rates were formerly called Water Shortage Contingency Stage Rates) to be effective January 19, 2023, for Year 1 and January 18, 2024, for year 2 as shown on pages 3, 4, and 5.

All references to "rates" in this notice include both rates for Water Services and Water Shortage Rates.

Basis for Proposed Adjustments to All Rates

The basis for the proposed increase in rates is described in the Water Financial Plan and Rate Study Update Report, dated October 5, 2022, prepared by the District's water rate consultant Raftelis Financial Consultants, Inc. Copies of the Water Financial Plan and Rate Study Update Report, Operations Budget for FY2022-2023, and the FY 2023-2024 to FY 2032-FY2033 Capital Improvement Program are available online at <https://coastsidewater.org/resources/reports-and-studies/>.

Adjustments to Rates for Water Services

The proposed adjustments to rates for water services are necessitated due to inflationary adjustments in operating expenses; funding of the District's Capital Improvement Program; and maintaining the District's reserves. As of January 19, 2023, a typical single-family residential customer using 6 units monthly will pay an additional \$6.13 per month. Table 1 shows examples of the impact of residential bills at various levels of water usage.

Table 1

Example of Single Family Residential Monthly Water Bills With 6% Adjustment

Units of Water Billed	Current Bill Amount	Effective January 19, 2023 Proposed Bill Amount	Additional Monthly Cost	Effective January 18, 2024 Proposed Bill Amount
2	\$52.15	\$55.28	\$3.13	\$58.61
4	\$72.43	\$76.78	\$4.35	\$81.41
6	\$102.09	\$108.22	\$6.13	\$114.73
9	\$149.69	\$158.68	\$8.99	\$168.21
12	\$203.51	\$215.74	\$12.23	\$228.69

Note: Bill amount includes base charge plus consumption (quantity) charge.

1 unit = 748 gallons = 100 cubic feet = 1 ccf

Table 2			
MONTHLY BASE CHARGE			
Meter Size	Current	Proposed Effective January 19, 2023	Proposed Effective January 18, 2024
5/8 inch	\$31.87	\$33.78	\$35.81
3/4 inch	\$47.09	\$49.92	\$52.92
1.0 inch	\$77.52	\$82.17	\$87.10
1.5 inch	\$153.60	\$162.82	\$172.59
2.0 inch	\$244.91	\$259.60	\$275.18
3.0 inch	\$534.02	\$566.06	\$600.02
4.0 inch	\$960.12	\$1,017.73	\$1,078.79

Table 3

SINGLE FAMILY RESIDENTIAL MONTHLY QUANTITY CHARGE PER UNIT

Tier	Current Tiers Monthly	Current Charge Per Unit	Proposed Charge Per Unit Effective January 19, 2023	Proposed Charge Per Unit Effective January 18, 2024
1	1 - 4 Units	\$10.14	\$10.75	\$11.40
2	5 - 8 Units	\$14.83	\$15.72	\$16.66
3	9+ Units	\$17.94	\$19.02	\$20.16

Table 4			
WATER RATE QUANTITY CHARGE PER UNIT OF WATER			
Customer Type	Current	Proposed Effective January 19, 2023	Proposed Effective January 18, 2024
Multi-Family	\$13.52	\$14.33	\$15.19
All Other Customers	\$14.41	\$15.27	\$16.19

Table 5		
Fire (MONTHLY SERVICE CHARGE (Service Line Size))		
Current	Proposed Effective January 19, 2023	Proposed Effective January 18, 2024
Per Inch	Per Inch	Per Inch
\$7.13	\$7.56	\$8.01

Table 6			
Portable (Hydrant) Meters			
	Current	Proposed Effective January 19, 2023	Proposed Effective January 18, 2024
Monthly Rental Charge	\$100.00	\$106.00	\$112.36
Quantity Charge Per Unit	\$14.41	\$15.27	\$16.19

Adjustments for Water Shortage Rates

Living in California means that Californians are faced with water shortages during drought conditions, natural disasters, or catastrophic infrastructure failures. In its current Water Shortage Contingency Plan (required by California Water Code Section 10632), District staff outlined recommended actions and procedures for managing water supply and demand during water shortages with six water shortage levels described as stages. These stages are:

- 1) Water Shortage Advisory | Up to 10% water shortage
- 2) Water Shortage Emergency Warning | Up to a 20% water shortage
- 3) Water Shortage Emergency | Up to 30% water shortage
- 4) Water Shortage Severe Emergency | Up to 40% water shortage
- 5) Water Shortage Extreme Emergency | Up to 50% water shortage
- 6) Water Shortage Catastrophic Emergency | > 50% water shortage

Successful water rationing programs result in reduced water sales and increased costs to incorporate changes to the District's water supply sources. Expenditures do not decline in proportion to reduced sales because a large part of expenditures are related to fixed capital costs, maintenance, and operations.

The District is proposing to adjust its Water Shortage Rates (that correspond to the six water shortage stages listed above and that are included in the District's current Rate and Fee Schedule) to incorporate the update to rates for water services proposed in this public notice.

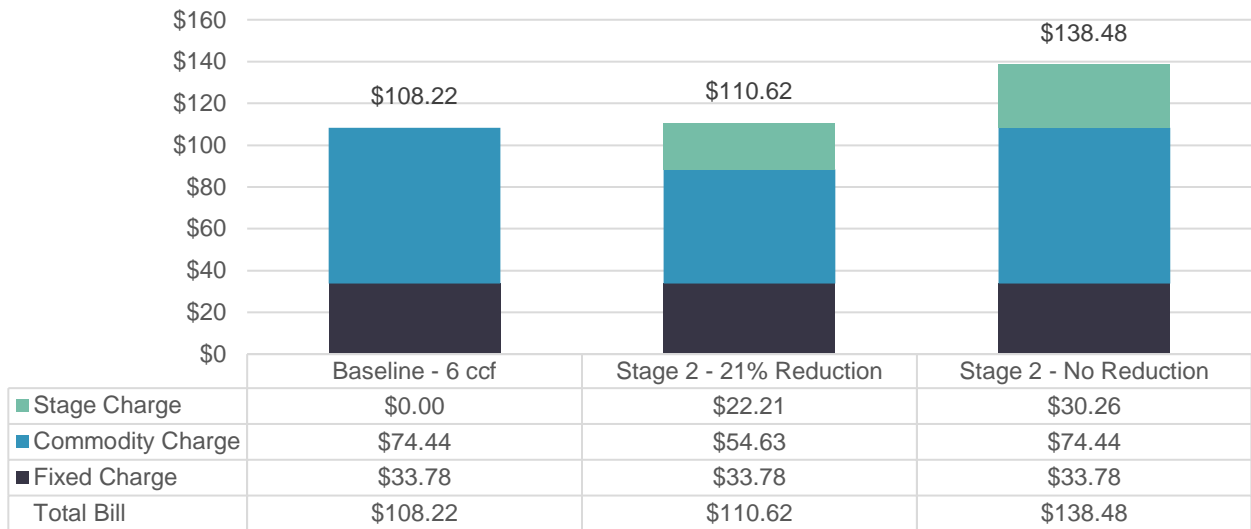
The basis for the proposed adjustment to the Water Shortage Rates is described in the Water Financial Plan and Rate Update Study Report dated October 5, 2022, prepared by Raftelis Financial Consultants, Inc.

The Water Shortage Rates allow for the District to reliably recover the necessary revenue to fully fund the water system in times of requested and mandated reductions in water use.

An example of the impact of Water Shortage Rates is shown in table 7. A typical single family residential customer in normal water years uses 6 units of water per month. In a Stage 2 Water Shortage, if this customer reduces water consumption by the required 21%, the customer will see a similar bill as in normal water years. If the customer does not reduce consumption, then this customer would pay an additional \$30.26 for water service.

Table 7

Single Family Residential (5/8" Meter, 6ccf, Stage 2 Water Shortage)



Implementation of Water Shortage Rates

Water Shortage Rates are not automatically applied during a water shortage or drought. The decision to implement Water Shortage Rates is discretionary and made by the Board of Directors.

The Water Shortage Rates show the maximum rate levels that could be charged per unit during the six Water Shortage Emergency Levels. The decision to implement Water Shortage Rates is discretionary by the District’s Board of Directors. Water Shortage Rates could be implemented upon 30 day written notice to all customers prior to the effective date during water shortage emergency situations including drought, natural disasters, and other water supply interruptions.

The six stages of water shortage emergencies are described in more detail in the District’s Water Shortage Contingency Plan which can be found in the District’s Urban Water Management Plan. Both plans can be found on the District’s website at <https://coastsidewater.org/resources/reports-and-studies/> .

“Baseline” for tables 8 through 10 is defined as the quantity charge per unit before the Water Shortage Rate is added to each tier at the water shortage stages of 1 through 6.

Table 8								
Current Water Shortage Rates In Effect 1/12/2022 MONTHLY QUANTITY CHARGE PER UNIT – at each Water Shortage Stage								
Customer Type		Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single Family								
Tier 1	1-4 units	\$10.14	\$12.38	\$14.15	\$15.84	\$18.10	\$22.23	\$34.18
Tier 2	5-8 units	\$14.83	\$18.10	\$20.70	\$23.17	\$26.47	\$32.51	\$49.98
Tier 3	9+ units	\$17.94	\$21.89	\$25.03	\$28.03	\$32.02	\$39.32	\$60.46
Multi-Family:		\$13.52	\$16.50	\$18.87	\$21.12	\$24.13	\$29.63	\$45.57
Non-Residential:		\$14.41	\$17.58	\$20.11	\$22.51	\$25.72	\$31.58	\$48.57
Note: The stage rate for the six stages above equals baseline plus Water Shortage Rate								

Table 9								
Proposed Water Shortage Rates To Be Effective 1/19/2023 MONTHLY QUANTITY CHARGE PER UNIT – at each Water Shortage Stage								
Customer Type		Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single Family								
Tier 1	1-4 units	\$10.75	\$13.22	\$15.12	\$16.89	\$19.27	\$23.60	\$36.17
Tier 2	5-8 units	\$15.72	\$19.32	\$22.11	\$24.70	\$28.18	\$34.51	\$52.88
Tier 3	9+ units	\$19.02	\$23.38	\$26.75	\$29.89	\$34.09	\$41.75	\$63.99
Multi-Family:		\$14.33	\$17.62	\$20.15	\$22.52	\$25.69	\$31.45	\$48.21
Non-Residential:		\$15.27	\$18.77	\$21.48	\$24.00	\$27.37	\$33.52	\$51.37
Note: The stage rate for the six stages above equals baseline plus Water Shortage Rate								

Table 10								
Proposed Water Shortage Rates To Be Effective 1/18/2024 MONTHLY QUANTITY CHARGE PER UNIT – at each Water Shortage Stage								
Customer Type		Baseline	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Single Family								
Tier 1	1-4 units	\$11.40	\$13.97	\$15.98	\$17.88	\$20.43	\$25.07	\$38.57
Tier 2	5-8 units	\$16.66	\$20.41	\$23.35	\$26.13	\$29.86	\$36.64	\$56.37
Tier 3	9+ units	\$20.16	\$24.69	\$28.26	\$31.62	\$36.13	\$44.34	\$68.21
Multi-Family:		\$15.19	\$18.61	\$21.29	\$23.83	\$27.22	\$33.41	\$51.39
Non-Residential:		\$16.19	\$19.83	\$22.69	\$25.40	\$29.02	\$35.61	\$54.78
Note: The stage rate for the six stages above equals baseline plus Water Shortage Rate								

How to Protest

Proposition 218 allows a property owner/customer responsible for paying the water bill to respond to proposed rate increases prior to the close of the public hearing. If you wish to protest the proposed rate changes, the District must receive your **written** protest prior to the close of, or during, the public hearing on **Tuesday, December 13, 2022**, at 7:00pm. You may deliver the protest in advance of the public hearing by first class mail or deliver it to the District's payment drop box to:

General Manager
Coastside County Water District
766 Main Street, Half Moon Bay, CA 94019

Email protests will not be accepted. For your protest to be counted, please include one of the following; address(es), Assessor Parcel Number(s) of the property(ies) you own, or the utility account number(s) for active utility accounts that are subject to the proposed rate adjustments. Protests are limited to one per parcel. If written protests are submitted by a majority of the District's property owners/customers, the proposed rate increases shall not be imposed.

Statute of Limitations for Challenging Proposed Rates

Pursuant to California Government Code section 53759, there is a 120-day statute of limitations for challenging all rates set forth in this notice from the date the Board of Directors adopts the resolution approving these rates.

Public Hearing

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, this meeting will be conducted by teleconference. Board members and members of the public also may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay.

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.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/88691894625?pwd=UFBnaVYrSUNtUTE3NHIRZDFrVDhnZz09>

Meeting ID: 886 9189 4625

Passcode: 182549

One tap mobile

+16699006833,,88691894625#,,,,*182549# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 886 9189 4625

Passcode: 182549

Find your local number: <https://us06web.zoom.us/u/kbyQAbTp4H>



Coastside County Water District

Proposed Water Rates and Water Shortage Rates

Board Meeting

October 11, 2022



Agenda

1. Financial Plan Results
2. Proposed Water Rates
3. Water Shortage Rates
4. Next Steps

Rate Process Timeline

- June 14, 2022 –Board approves FY2022/23 O&M Budget and FY 2022/23 to 2031/32 Capital Improvement Program (CIP)
 - › Raftelis Financial Consultants, Inc. is engaged to prepare Water Financial Plan and Rate Update Study
- August 11, 2022 – Finance Committee meets with Raftelis
- August 24, 2022 – Special Meeting – Financial Model Workshop
 - › Various alternatives discussed including potential up to 6% increase in January 2023 and a 6% increase in January 2024 with a \$7M debt issuance in 2025
- October 4, 2022 – Finance Committee reviews proposed Water Service Rates and Water Shortage Rates
- October 11, 2022 – Board reviews proposed rates, draft Water Financial Plan and Rate Update Study with Raftelis
 - › Board sets a Public Hearing for Tuesday, December 13, 2022 at 7:00 pm during the regular Board of Director’s Meeting and authorizes issuance of a Notice of Public Hearing

Rate Process Timeline

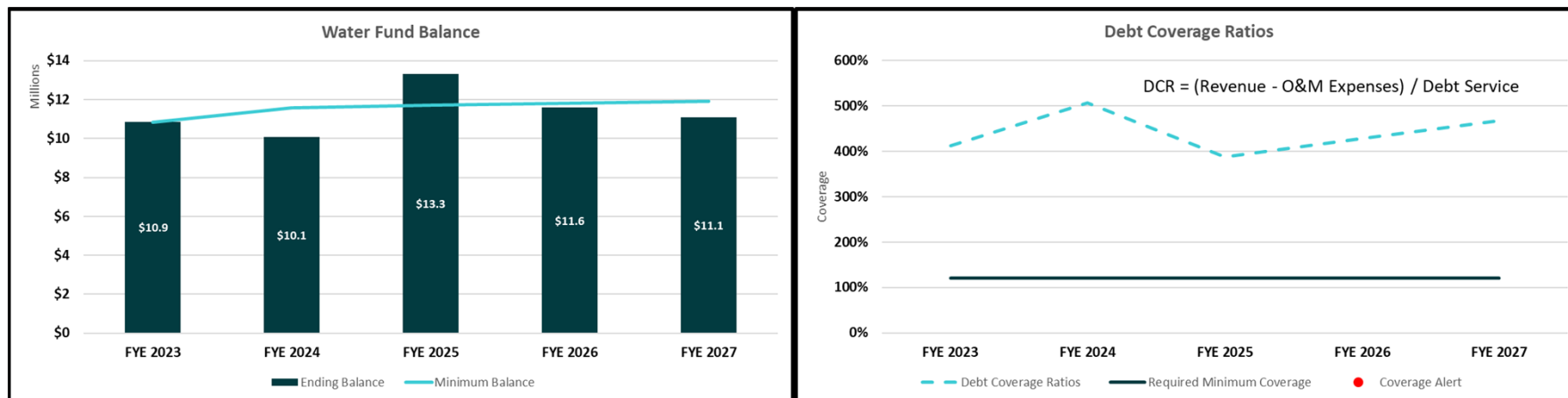
- October 27, 2022 – District mails Notice of Public Hearing (“Prop 218” notice)
- November 11 and 16, 2022 – Notice published in HMB Review
- November 8, 2022 – Board of Directors Meeting – Financial Model/Rate Overview
- December 13, 2022 – Public Hearing scheduled at regular Board of Directors meeting at 7PM

Financial Plan and Proposed Rates



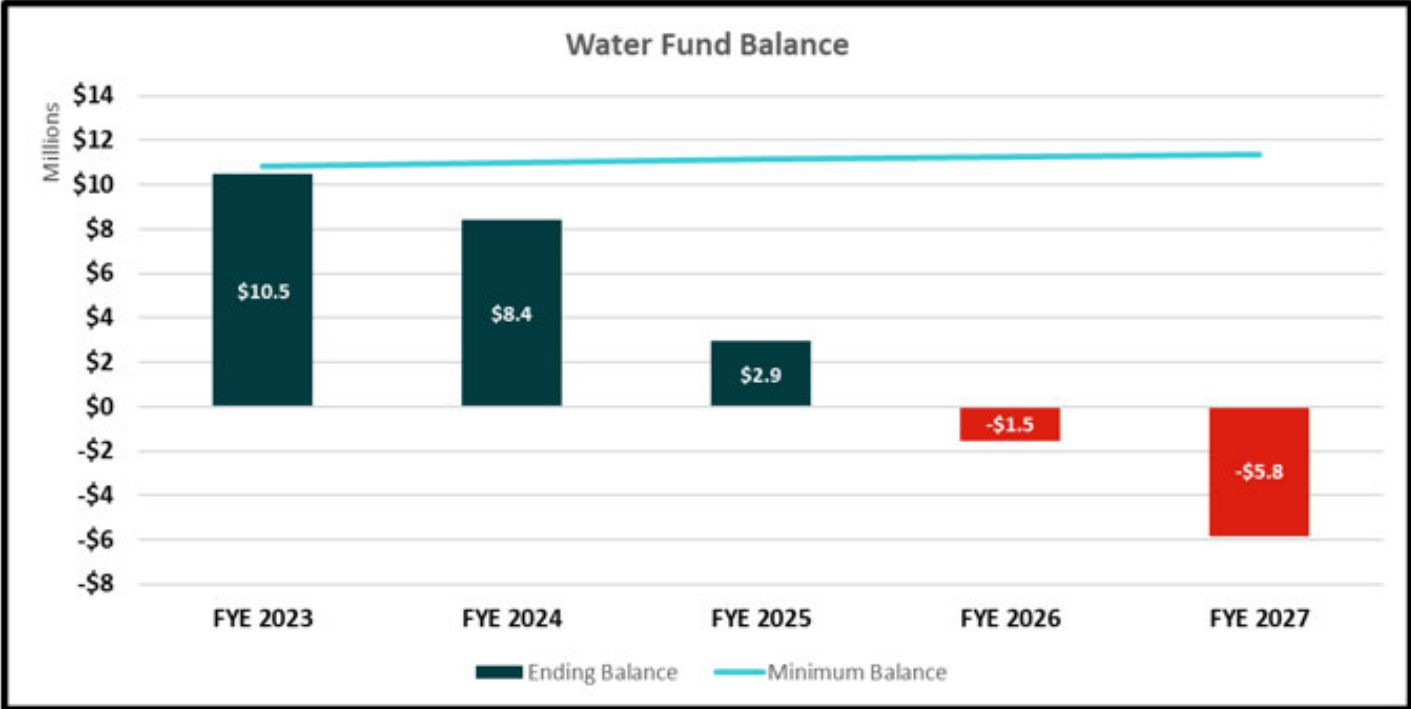
Financial Plan Results

Revenue Adjustment	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Effective Month	January	January	January	January	January
Percent Adjustment	6.0%	6.0%	6.0%	6.0%	6.0%
Debt Proceeds	\$0	\$0	\$7,000,000	\$0	\$0



- Implementing 2 years of 6% annual rate adjustments
- Assume \$7M in debt proceeds in FY 2025

Figure 2-3: Status Quo Scenario Fund Balances



Proposed Rate Schedule

Base Charge	Current FY 2022	Proposed FY 2023	Proposed FY 2024
5/8"	\$31.87	\$33.78	\$35.81
3/4"	\$47.09	\$49.92	\$52.92
1"	\$77.52	\$82.17	\$87.10
1 1/2"	\$153.60	\$162.82	\$172.59
2"	\$244.91	\$259.60	\$275.18
3"	\$534.02	\$566.06	\$600.02
4"	\$960.12	\$1,017.73	\$1,078.79

Fire Service Charge	Current FY 2022	Proposed FY 2023	Proposed FY 2024
3/4"	\$5.35	\$5.67	\$6.01
1"	\$7.13	\$7.56	\$8.01
1 1/2"	\$10.70	\$11.34	\$12.02
2"	\$14.26	\$15.12	\$16.03
3"	\$21.39	\$22.67	\$24.03
4"	\$28.52	\$30.23	\$32.04
6"	\$42.78	\$45.35	\$48.07
8"	\$57.04	\$60.46	\$64.09
10"	\$71.30	\$75.58	\$80.11

Quantity Charge	Current FY 2022	Proposed FY 2023	Proposed FY 2024
Single Family			
Tier 1	\$10.14	\$10.75	\$11.40
Tier 2	\$14.83	\$15.72	\$16.66
Tier 3	\$17.94	\$19.02	\$20.16
Multi-Family	\$13.52	\$14.33	\$15.19
Non-Residential	\$14.41	\$15.27	\$16.19

- Current rates are inflated 6% across the board for FY 2023 and FY 2024
- Rate structure developed in the 2018 COS study

Table 1

Example of Single Family Residential Monthly Water Bills With 6% Adjustment

Units of Water Billed	Current Bill Amount	Effective January 19, 2023 Proposed Bill Amount	Additional Monthly Cost	Effective January 18, 2024 Proposed Bill Amount
2	\$52.15	\$55.28	\$3.13	\$58.61
4	\$72.43	\$76.78	\$4.35	\$81.41
6	\$102.09	\$108.22	\$6.13	\$114.73
9	\$149.69	\$158.68	\$8.99	\$168.21
12	\$203.51	\$215.74	\$12.23	\$228.69

Note: Bill amount includes base charge plus consumption (quantity) charge.

1 unit = 748 gallons = 100 cubic feet = 1 ccf

Water Shortage Rates



What are Water Shortage Rates?

- Given Proposition 218 requirements, water shortage rates:
 - › Are designed to recover lost revenue due to reduction in water usage and difference in water purchase costs
 - › Are surcharges tied to specific drought stages, as defined by CCWD's 2020 Water Shortage Contingency Plan
 - › Provide financial flexibility for CCWD in implementing the appropriate water shortage rates
 - Water Shortage Rates are not automatically applied during a water shortage or drought. The decision to implement is discretionary and made by the Board of Directors.

Based on the 2020 Water Shortage Contingency Plan

Drought Stages and Reduction

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

Drought Implications

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

Proposed Water Shortage Rates

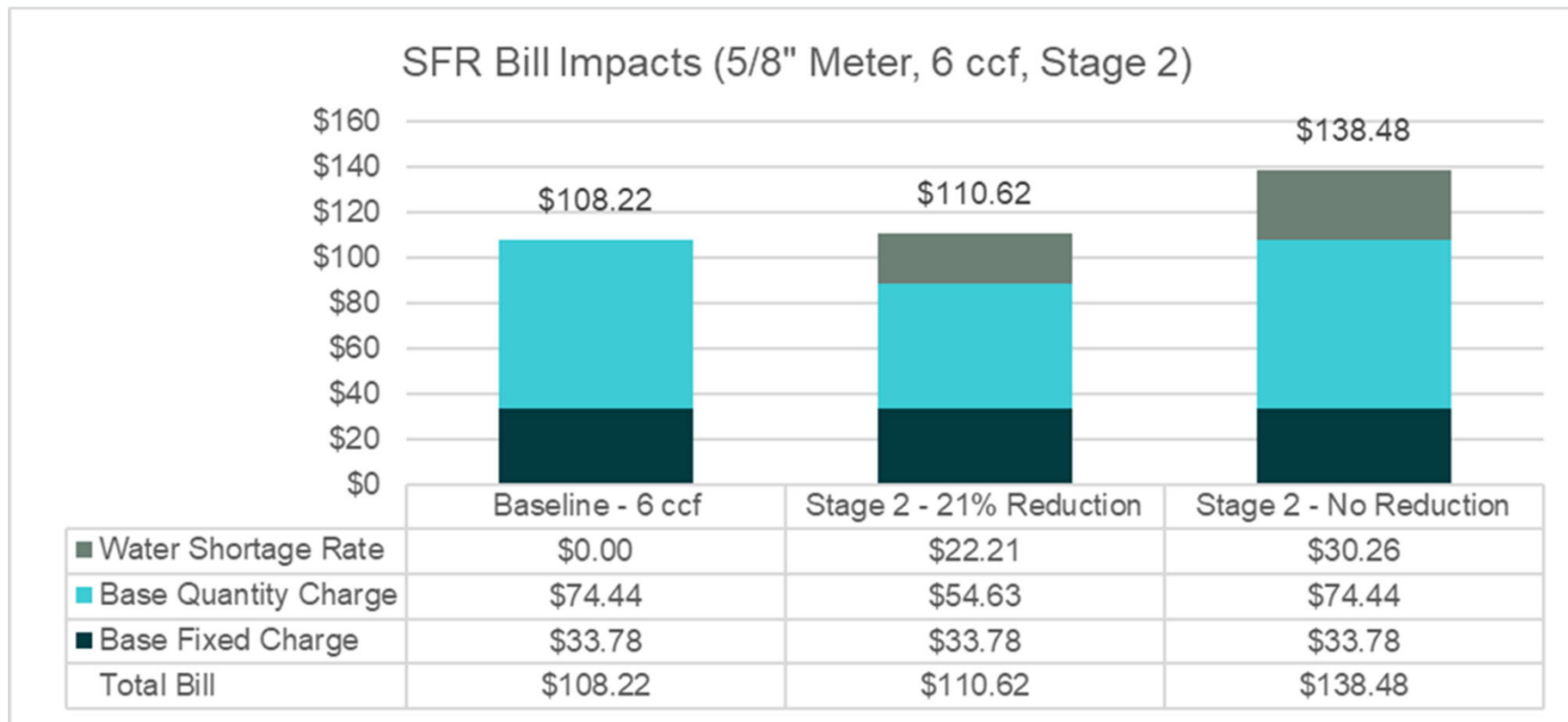
Water Shortage Rates	Baseline*	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Proposed Water Shortage Rates							
Single Family							
Tier 1	\$0.00	\$2.47	\$4.37	\$6.14	\$8.52	\$12.85	\$25.42
Tier 2	\$0.00	\$3.60	\$6.39	\$8.98	\$12.46	\$18.79	\$37.16
Tier 3	\$0.00	\$4.36	\$7.73	\$10.87	\$15.07	\$22.73	\$44.97
Multi-Family	\$0.00	\$3.29	\$5.82	\$8.19	\$11.36	\$17.12	\$33.88
Non-Residential	\$0.00	\$3.50	\$6.21	\$8.73	\$12.10	\$18.25	\$36.10
Combined Commodity Rates							
Single Family							
Tier 1	\$10.75	\$13.22	\$15.12	\$16.89	\$19.27	\$23.60	\$36.17
Tier 2	\$15.72	\$19.32	\$22.11	\$24.70	\$28.18	\$34.51	\$52.88
Tier 3	\$19.02	\$23.38	\$26.75	\$29.89	\$34.09	\$41.75	\$63.99
Multi-Family	\$14.33	\$17.62	\$20.15	\$22.52	\$25.69	\$31.45	\$48.21
Non-Residential	\$15.27	\$18.77	\$21.48	\$24.00	\$27.37	\$33.52	\$51.37

*Baseline rates effective 1/1/2023 with a 6% across-the-board increase

Step 4: What are the customer impacts?

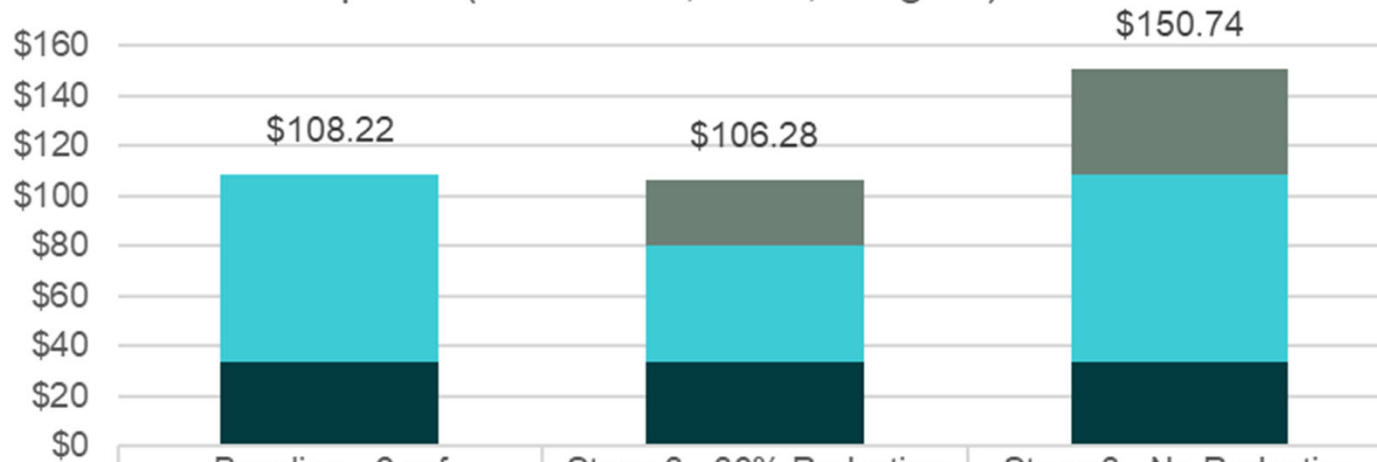


Single Family Residential (SFR) Impacts – Stage 2



Single Family Residential (SFR) Impacts – Stage 3

SFR Bill Impacts (5/8" Meter, 6 ccf, Stage 3)



	Baseline - 6 ccf	Stage 3 - 30% Reduction	Stage 3 - No Reduction
■ Water Shortage Rate	\$0.00	\$26.36	\$42.52
■ Base Quantity Charge	\$74.44	\$46.14	\$74.44
■ Base Fixed Charge	\$33.78	\$33.78	\$33.78
Total Bill	\$108.22	\$106.28	\$150.74

Water Shortage Rate Implementation

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

Next Steps

- Board to authorize:
 - › Proposed water rates
 - › Proposed water shortage rates
- Report and Proposition 218 notice preparation

➡ Public Hearing is scheduled for December 13, 2022

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: November 8, 2022

Report Date: November 4, 2022

Subject: Capital Improvement Program Update

Recommendation:

For Information Only.

Background:

At the October 11, 2022 regular Board of Directors' Meeting, the Board requested that staff provide an update on the progress of capital projects at the November Board meeting. On October 31, 2022 staff held a Facilities Committee Meeting to discuss capital projects, and staff will provide an update to the full Board at the November 8 meeting.

Key highlights for Fiscal Year 2022-2023 through October 2022 include the following:

- Completion of the water line replacement under Pilarcitos Creek from Strawflower to Pilarcitos/Oak Avenue. This project replaced one of the oldest pipelines in the District that provides water to areas of the District south of the creek including downtown Half Moon Bay (\$.6M).
- Began construction of Grandview neighborhood pipeline replacement project to be completed in December 2022 (\$1.7M).
- Continued work on Nunes Water Treatment Improvement Project (FY2022-FY2024 Total Cost = \$9M)
- Pipeline projects in design include: Miramontes Point Road water main replacement; Highway 92 water main replacement (3,000 foot section); Alameda Ave crossing at Medio Creek; Poplar Avenue pipeline replacement (New - given City of Half Moon Bay project.)
- Carter Hill Tank Replacement Project - at 100% design.

See the attached exhibits that will be referenced in the November 8, 2022 Board meeting:

Exhibit A - Capital Improvement Projects - Status Report 10.31.2022

STAFF REPORT

Agenda: November 8, 2022

Subject: Capital Improvement Program Update

Page 2

Exhibit B - 10 Year Capital Improvement Plan (approved June 14, 2022) - FY2022/23 to
FY2031/32

Exhibit C - CIP Brochure

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2022/2023

10/31/2022

* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	0%	
99-02	Vehicle Fleet Replacement	ongoing	\$ 40,000		\$ 40,000	\$ -	0%	

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000		\$ 140,000	\$ -	0%	Proposal to Board November 2022
	Pilarcitos Canyon Culvert Replacement	TBD	\$ 40,000		\$ 40,000	\$ -	0%	Likely June 2022
99-01	Meter Change Program	ongoing	\$ 10,000		\$ 10,000	\$ -	0%	

Pipeline Projects

20-08	Grandview Pipeline Replacement Project	Construction	\$ 1,650,000	\$ 335,424	\$ 1,650,000	\$ -	20%	Awarded in June 2022; Construction started in 10/2022
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave/Strawflower	Construction	\$ 400,000	\$ 375,998	\$ 400,000	\$ -	95%	Completed September 2022
14-01	Highway 92 - Replacement of Welded Steel Line	In design	\$ 700,000	\$ 14,941	\$ 150,000	\$ 550,000	0%	Moved construction to FY2023/24

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	In design	\$ 200,000	\$ 49,527	\$ 200,000	\$ -	0%	At 100% design
09-18	Denniston Well Field Replacements	TBD	\$ 500,000		\$ 100,000	\$ 400,000	0%	Consulting work in 2022-23; construction pushed to 2023-2024
23-03	CSP Fire Sprinklers	TBD	\$ 150,000		\$ 150,000	\$ -	0%	
19-05	Tanks - THM Control	Ongoing	\$ 50,000		\$ 50,000	\$ -	0%	

Water Supply Development

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 300,000	\$ 53,572	\$ 300,000	\$ -	n/a	
17-12	Recycled Water Project Development	ongoing	\$ 100,000		\$ 100,000	\$ -	n/a	

Water Treatment Plants

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 3,500,000	\$ 503,778	\$ 2,750,000	\$ 750,000	53%	Construction started August 2021; To be completed in FY 2023/2024; moved \$750M to FY2023/2024 given construction delays
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	TBD	\$ 200,000		\$ 200,000		0%	
23-09	Denniston Contact Clarifier Hatch Replacements	TBD	\$ 75,000	\$ 10,525	\$ 75,000		0%	

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

23-08	Nunes Magnetic Meter Project	in process		\$ 84,961	\$ 150,000	\$ (150,000)	57%	Planned for FY2023-24 - moved up to FY2022/23
	CSP Screens/Valves - Project TBD	TBD			\$ 250,000			
NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
	Poplar Avenue Pipeline Replacement				\$ 400,000	\$ (400,000)		Move up Poplar Ave Pipeline Replacement to FY2022/2023 due to City project

COASTSIDE COUNTY WATER DISTRICT
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
 FISCAL YEAR 2022/2023

10/31/2022

* Approved June 2022

Status	Approved* CIP Budget FY22/23	Actual To Date FY22/23	Projected FY22/23	Variance vs. Budget	% Completed	Project Status/ Comments
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NEW FY2022/2023 CIP TOTAL	\$ 8,205,000	\$ 1,428,727	\$ 7,305,000	\$ 1,150,000		
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FY2021/2022 CIP Carryover Projects

22-01	Miramontes Point Road Water Main Replacement	in design	\$ -	\$ 12,016	\$ 40,000	\$ (40,000)	n/a	
22-05	ACCELA Planning Software	in process	\$ -	\$ 8,060	\$ 20,000	\$ (20,000)	80%	
22-06	CSP Pump #2 Replacement (2022)	in process	\$ -	\$ 2,812	\$ 2,812	\$ (2,812)	100%	
22-07	Alameda Ave Crossing at Medio Creek Pipeline Replacement	pre-design	\$ -	\$ 8,600	\$ 400,000	\$ (400,000)	n/a	Move up construction from FY24 to FY23
22-08	WIMS Software Implementation	in process	\$ -		\$ 40,000	\$ (40,000)	20%	

FY2021/2022 CARRYOVER PROJECTS	\$ -	\$ 31,487	\$ 502,812	\$ (502,812)		
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Green = approved by the Board/in process

TOTAL - FY 2022/2023 CIP + PRIOR YEAR CARRYOVER	\$ 8,205,000	\$ 1,460,215	\$ 7,807,812	\$ 647,188		
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Project #	Project Name	Status	Priority	Projected FY 22/23 to FY 30/32 Total	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	Projected FY 22/23 to FY 30/32 Total
Equipment Purchase & Replacement															
06-03	SCADA/Telemetry/Electric Controls Replacement	Ongoing		\$ 500,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
15-04	Vactor Truck/Trailer		4	\$ 500,000							\$ 500,000				\$ 500,000
99-02	Vehicle Fleet Replacement	Ongoing		\$ 400,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 400,000
	Equipment Purchase & Replacement Totals			\$ 1,400,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 590,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 1,400,000
Facilities & Maintenance															
09-09	Fire Hydrant Replacement	Ongoing	2	\$ 1,400,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,400,000
NN-00	Pilarcitos Canyon Culvert Replacement	Not started	1	\$ 40,000	\$ 40,000										\$ 40,000
99-01	Meter Change Program	Ongoing	2	\$ 100,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000
	Facilities and Maintenance Totals			\$ 1,540,000	\$ 190,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,540,000
Pipeline Projects															
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave. (Strawflower) - CARRYOVER FROM FY 2021/2022	In Construction (June-July 2022)	1	\$ 400,000	\$ 400,000										\$ 400,000
14-01	Highway 92 - Replacement of Welded Steel Line (CARRYOVER from FY 2021/2022)	In Design	1	\$ 3,700,000	\$ 700,000				\$ 1,000,000	\$ 2,000,000					\$ 3,700,000
20-08	Grandview Pipeline Replacement Project CARRYOVER FROM FY2021/2022	100% Design; Bid Opening 4.26.2022; Construct Summer 2022	1	\$ 1,650,000	\$ 1,650,000										\$ 1,650,000
14-33	Miramar Cast Iron Pipeline Replacement	Not started	5	\$ 2,500,000						\$ 1,000,000	\$ 1,500,000				\$ 2,500,000
16-09	Magellan at Hwy 1/Miramar Dead Ends	Not started	5	\$ 500,000							\$ 500,000				\$ 500,000
18-01	Pine Willow Oak Pipeline Replacement	100% Design	2	\$ 2,500,000				\$ 2,500,000							\$ 2,500,000
21-01	Redondo Beach Loop to St Andrews Road	Not started	4	\$ 150,000		\$ 150,000									\$ 150,000
21-09	Miramar Tank/Pipeline Replacement (600 ft)	Not started	4	\$ 500,000							\$ 500,000				\$ 500,000
22-01	Miramontes Point Road Water Main Replacement	In Design	2	\$ 3,800,000					\$ 2,800,000	\$ 1,000,000					\$ 3,800,000
22-07	Alameda Ave Crossing at Medio Creek	Study	1	\$ 400,000		\$ 400,000									\$ 400,000
23-01	Seahaven/Spindrift Neighborhood Pipeline Replacement	Not started	4	\$ 2,000,000									\$ 2,000,000		\$ 2,000,000
23-02	Poplar Avenue Pipeline Replacement	Not started	5	\$ 2,000,000										\$ 2,000,000	\$ 2,000,000
NN-00	Unscheduled CIP			\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
	Pipeline Projects Totals			\$ 21,100,000	\$ 2,850,000	\$ 650,000	\$ 100,000	\$ 2,600,000	\$ 3,900,000	\$ 4,100,000	\$ 2,600,000	\$ 100,000	\$ 2,100,000	\$ 2,100,000	\$ 21,100,000
Pump Stations/Tanks/Wells															
21-07	Carter Hill Tank Improvement Project	In Design	1	\$ 19,200,000	\$ 200,000	\$ 1,000,000	\$ 6,000,000	\$ 2,000,000				\$ 500,000	\$ 5,000,000	\$ 4,500,000	\$ 19,200,000
08-14	Alves Tank Rehabilitation/Replacement	100% Design Rehab	3	\$ 3,000,000							\$ 3,000,000				\$ 3,000,000
19-01	EG#1 Tank Improvement Project/New Pump Station	Design	3	\$ 1,000,000						\$ 1,000,000					\$ 1,000,000
14-33	Miramar Tank Rehabilitation	Not started	5	\$ 200,000							\$ 200,000				\$ 200,000
08-16	Cahill Tank Rehabilitation	Not started	3	\$ 125,000					\$ 125,000						\$ 125,000
20-16	Denniston Tank Rehabilitation	Not started	3	\$ 125,000					\$ 125,000						\$ 125,000
09-18	Upper Pilarcitos Well Field Replacements	Not started	2	\$ 1,000,000		\$ 500,000			\$ 500,000						\$ 1,000,000
16-08	Denniston Well Field Replacements	Not started	2	\$ 1,500,000	\$ 500,000		\$ 500,000				\$ 500,000				\$ 1,500,000
20-01	CSP Pump #1 Replacement		2	\$ 100,000			\$ 100,000								\$ 100,000
21-03	CSP Pump #3 Replacement	Not started	2	\$ 250,000				\$ 250,000							\$ 250,000
23-03	CSP Fire Sprinklers	Not started	1	\$ 150,000	\$ 150,000										\$ 150,000
19-05	Tanks - THM Control	Ongoing	1	\$ 50,000	\$ 50,000										\$ 50,000
	Pump Stations/Tanks/Wells Totals			\$ 26,700,000	\$ 900,000	\$ 1,500,000	\$ 6,600,000	\$ 2,250,000	\$ 750,000	\$ 1,000,000	\$ 3,700,000	\$ 500,000	\$ 5,000,000	\$ 4,500,000	\$ 26,700,000

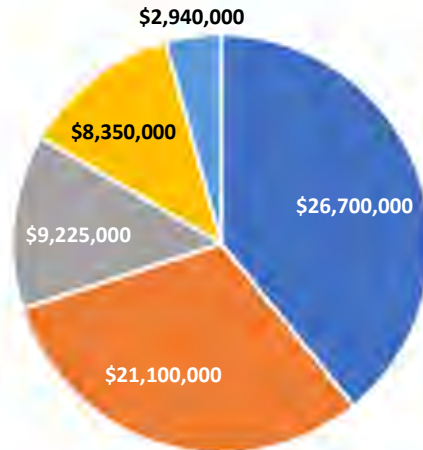
Project #	Project Name	Status	Priority	Projected FY 22/23 to FY 30/32 Total	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	Projected FY 22/23 to FY 30/32 Total
Water Supply Development															
12-12	San Vicente/Denniston Water Supply Project	Ongoing	1	\$ 4,500,000	\$ 300,000	\$ 1,000,000	\$ 1,000,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 4,500,000
13-04	Denniston Reservoir Restoration	Ongoing	1	\$ 1,000,000				\$ 1,000,000							\$ 1,000,000
23-04	Lower Pilarcitos Well Development	Not started	2	\$ 2,750,000		\$ 250,000			\$ 500,000	\$ 1,000,000	\$ 1,000,000				\$ 2,750,000
17-12	Recycled Water Project Development	Not started	1	\$ 100,000	\$ 100,000										\$ 100,000
	Water Supply Development Totals			\$ 8,350,000	\$ 400,000	\$ 1,250,000	\$ 1,000,000	\$ 1,300,000	\$ 800,000	\$ 1,300,000	\$ 2,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 8,350,000
Water Treatment Plants															
20-14	Nunes Water Treatment Plant Improvement Project	Construction	1	\$ 4,500,000	\$ 3,500,000	\$ 1,000,000									\$ 4,500,000
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	Not started	2	\$ 200,000	\$ 200,000										\$ 200,000
23-06	Existing Sedimentation Basin Rehabilitation	Not started	1	\$ 300,000		\$ 300,000									\$ 300,000
23-07	Denniston Contact Clarifier Hatch Replacements	Not started	2	\$ 75,000	\$ 75,000										\$ 75,000
NN-00	Denniston Water Treatment Plant Improvement Project	Not started	3	\$ 4,000,000								\$ 4,000,000			\$ 4,000,000
21-06	Nunes Effluent Meter	In design	2	\$ 150,000		\$ 150,000									\$ 150,000
	Water Treatment Plants Totals			\$ 9,225,000	\$ 3,775,000	\$ 1,450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 9,225,000
GRAND TOTAL				\$ 68,315,000	\$ 8,205,000	\$ 5,090,000	\$ 7,940,000	\$ 6,390,000	\$ 5,690,000	\$ 6,640,000	\$ 9,040,000	\$ 4,940,000	\$ 7,440,000	\$ 6,940,000	\$ 68,315,000

Carryover	\$ 6,250,000	\$ 1,000,000
New	\$ 1,955,000	\$ 4,090,000
	\$ 7,940,000	\$ 6,390,000
	\$ 5,690,000	

The Value of Water Infrastructure

FY2022-2023 to FY2031-32
10 Year Capital Improvement Program
\$68 Million

- Water Tanks, Pump Stations, Wells
- Pipeline Projects
- Water Treatment Plants
- Water Supply Development
- Equipment and Facilities



Approved 6.14.2022

COASTSIDE COUNTY WATER DISTRICT



Lower Pilarcitos Creek
Undercrossing at Oak Avenue
Summer 2022





Water System Facts	
Pipeline	100 miles
Water Tanks	11 tanks
Water Treatment Plants	2 plants
Pump Stations	7 stations
Fire Hydrants	660 hydrants
Retail Water Meters	7,668 meters

Nunes Water Treatment Plant Upgrades 2021-2023



STAFF REPORT

To: Coastside County Water District Board of Directors
From: Mary Rogren, General Manager
Agenda: November 8, 2022

Date: November 3, 2022

Subject: Purchase of 20 Clow Hydrants from Core & Main

Recommendation:

Authorize the General Manager to purchase 20 Clow 2065 bronze wet barrel hydrants for \$102,771.16 from Core & Main.

Background:

Our current CIP includes \$140,000/year for dry barrel hydrant replacement through FY 28/29. CCWD has ~660 hydrants throughout the distribution system. It is estimated that ~ 300 of these are dry barrel hydrants. Dry barrel hydrants are designed for freezing climates and are notoriously problematic to repair and maintain.

Staff recently submitted a request for hydrant pricing from three vendors. Core & Main was the lowest bidder at \$4,698.11/hydrant.

Fiscal Impact:

We have budgeted \$140,000 in the current fiscal year budget for this purchase.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: November 8, 2022

Report

Date: November 4, 2022

Subject: Consider Resolution 2022-12 Authorizing the Grant Application, Acceptance, and Execution of the Financial Assistance Agreement for the Coastside County Water District Carter Hill Tank Project

Recommendation:

Approve Resolution 2022-12 authorizing the grant application, acceptance, and execution of the Financial Assistance Agreement with the California Department of Water Resources for the Coastside County Water Carter Hill Tank Project.

Background:

The District has engaged EKI Environment and Water, Inc. to prepare a grant application to the California Department of Water Resources for the Carter Hill Tank Project.

The Department of Water Resources has set aside \$300 Million in grants under the 2022 Urban Community Drought Relief Funding. Water tanks are included in the list of eligible projects. The Carter Hill Tank Project is at 100% design and should meet the eligibility requirements.

As part of the application, the District must include the attached Resolution 2022-12.

Financial Impact: If the grant application is accepted, \$6 Million+ in funding could be granted for the project. (The District would need to co-fund at least 25% of the project.)

RESOLUTION NO. 2022-12
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE
COUNTY WATER DISTRICT AUTHORIZING THE GRANT APPLICATION,
ACCEPTANCE, AND EXECUTION FOR THE CARTER HILL TANK PROJECT

WHEREAS, Coastside County Water District (the "Entity") proposes to implement the Carter Hill Tank Project; and

WHEREAS, Coastside County Water District has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, Coastside County Water District intends to apply for grant funding from the California Department of Water Resources for the Carter Hill Tank Project; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District as follows:

That pursuant and subject to all of the terms and provisions of Budget Act of 2021 (Stats. 2021, ch. 240, § 80) as amended (Stats. 2022, ch. 44, § 25), the Coastside County Water District's General Manager (the "Authorized Representative") or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions necessary or appropriate to obtain grant funding.

This Authorized Representative, or his/her designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.

This Authorized Representative, or his/her designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION I hereby certify that the foregoing Resolution No. 2022-12 was duly and regularly adopted at a regular meeting of the Coastside County Water District Board of Directors on November 8, 2022, by the following vote:

AYES:

NOES:

ABSENT:

Robert Feldman, President
Board of Directors

ATTEST

Mary Rogren, General Manager
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: November 8, 2022

Report

Date: November 4, 2022

Subject: General Manager's Report

Recommendation:

Information Only.

ACWA 2022 Outreach Recognition Award Winners - Coastside County Water District wins for Region 5

We are very pleased to report that Coastside County Water District has been recognized by ACWA for our efforts in helping ACWA accomplish its legislative goals this past year.

Please see the attached letter.



Bringing
Water
Together

Oct. 31, 2022

Mary Rogren
General Manager
Coastside County Water District

Dear Ms. Rogren:

Congratulations! Your district is one of the top ACWA 2022 Outreach winners in your region. Your outstanding efforts as part of the Outreach Program have helped ACWA accomplish its legislative goals this year.

Here is a list of the winning districts in each region for the 2022 Outreach Recognition Awards.

Region 1: Hidden Valley Lake Community Services District

Region 2: Western Canal Water District

Region 3: City of Roseville and Amador Water Agency

Region 4: San Juan Water District

Region 5: Coastside County Water District

Region 6: Kings River Conservation District

Region 7: Indian Wells Valley Water District

Region 8: Three Valleys Municipal Water District

Region 9: Cucamonga Valley Water District

Region 10: Mesa Water

ACWA will acknowledge your district and the other regional winners at the ACWA 2022 Fall Conference & Exhibition in Indian Wells, Wednesday, Nov. 30 at the Opening Breakfast. The overall winner will be announced at the breakfast. Note that the regional winners will be asked to stay after the Opening Breakfast to collect the award and for photos.

Thank you for all your hard work this year on helping advance ACWA's legislative goals!

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Eggerton", written in a cursive style.

Dave Eggerton
ACWA Executive Director

MONTHLY REPORT

To: Mary Rogren, General Manager
From: James Derbin, Superintendent of Operations
Agenda: November 8, 2022
Report Date: November 3, 2022

Monthly Highlights

- Denniston Water Treatment Plant ran during the week most of October.
- Denniston Reservoir Dredging was successful

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

Projects

Nunes Water Treatment Plant Improvement Project. Ranger work is still paused due to persistent supply chain issues. Progress since last board meeting:

- There has been no work performed by Ranger onsite at Nunes since the last board meeting due to material delays.
- The MCC is 90% complete, Calcon and Blocka are in coordination to have MCC delivered onsite. Delivery date TBD.
- Still waiting for knife gate valve for new sedimentation basin. Once the valves arrive, Ranger will return for installation. There is still potential for the knife gate valve to arrive in November. Suppliers are looking at alternatives to domestic valves and may request to substitute with American Iron and Steel (AIS) valves.
- While Ranger does not have firm commitments from suppliers on the Motor Control Center (MCC) and Variable Frequency Drives (VFDs) due to supply chain issues, Ranger anticipates being able to complete the project by the end of January 2024.
- EKI
 - Grandview/Hwy 1 Crossing and Main Replacement project - Construction started on 10/3/22. Jack and bore across Highway 1 is complete, ~50% of mainline is installed. Estimated completion is mid-December 2022
 - Miramontes Point Road - 100% Design expected later in November
 - Poplar East is in design
- HDR
 - Half Moon Bay Tank replacement project - Plans for replacement of HMB tanks 1&2 at 100% design and under internal review.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: November 8, 2022
Report: November 3, 2022
Subject: Water Resources Informational Report

Water Shortage Outreach

1. Pumpkin Festival – October 15, 2022
 - a. Water Bottle Fill Station
 - b. Water Bucket Give-Away
2. Imagine A Day Without Water Campaign– October 20, 2022
 - a. Public Service Announcement on KHMB
3. Electronic Newsletter – Adjust Your Irrigation Messaging – October 21, 2022

Rulemaking for Water Loss Performance Standards Regulation

In response to legislation in 2018 (SB606, AB1668) known as “Making Water Conservation A Way Of Life”, the State Water Resources Control Board adopted new Water Loss Performance Standards (CWC Section 10608.34) based on the recommendations by the Department of Water Resources on October 19, 2022.

Currently the District submits a validated water loss audit annually. The new regulations will require additional reporting and performance standards.

The volumetric water loss standard(s) are calculated using an economic model that has system specific inputs and default values or parameters. The economic discount rate and the 30-year time horizon are fixed parameters. The model incorporates the costs of leak control activities and the monetary benefits of saved water for a benefit cost ratio. The model was peer reviewed using external scientists.

In addition to volumetric water loss standards there are surveys (questionnaires) that must be submitted by the urban retail water suppliers on their water loss control program and data validity.

Staff is reviewing the regulations and in discussions with our water loss control consultants (E Source) on a compliance strategy.