

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, December 14, 2021 - 7:00 p.m.**

**AGENDA**

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom will not be open to the public for the December 14, 2021, Regular Meeting of the Board of Directors of the Coastside County Water District. This meeting will be conducted remotely via teleconference only.

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

How to Join Online or by Phone

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

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

**ONLINE:**

Join Zoom Meeting

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

Meeting ID: 937 7826 0596

Passcode: 184355

One tap mobile

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

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 937 7826 0596

Passcode: 184355

Find your local number: <https://zoom.us/j/93778260596>

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

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

OR

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

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

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

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

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

**1) ROLL CALL**

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

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

#### 4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending November 30, 2021:  
Claims: \$1,057,642.70; Payroll: \$188,504.58 for a total of \$1,246,147.28 ([attachment](#))  
➤ *November 2021 Monthly Financial Claims reviewed by and approved by Vice-President Feldman*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of November 9, 2021, Regular Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of October 28, 2021, Special Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report-November 2021 ([attachment](#))
- H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))
- J. Notice of Completion - Denniston Reservoir Maintenance Dredging Project for Year 2021 ([attachment](#))
- K. Notice of Completion - District Office Hardscape Renovation Project ([attachment](#))
- L. Water Service Connection Transfer Report - November 2021 ([attachment](#))
- M. SFPUC Hydrological Conditions Report - October 2021 ([attachment](#))
- N. SFPUC Hydrological Conditions Report - November 2021 ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. District Transparency Certificate of Excellence awarded through the Special District Leadership Foundation ([attachment](#))
- B. Election of Coastside County Water District Board President and Vice-President ([attachment](#))
- C. Water Shortage Advisory and Public Outreach Update ([attachment](#))
- D. Proposed Water Shortage Contingency Stage Rates Discussion and Frequently Asked Questions ([attachment](#))

#### 7) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

#### 8) ADJOURNMENT

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

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
11/01/2021	30075	ACWA/JPIA	\$59,478.00
11/08/2021	30076	ADP, INC.	\$730.60
11/08/2021	30077	BFI OF CALIFORNIA, INC.	\$379.44
11/08/2021	30078	COMCAST	\$256.82
11/08/2021	30079	JAMES COZZOLINO, TRUSTEE	\$200.00
11/08/2021	30080	HUE & CRY, INC.	\$24.00
11/08/2021	30081	PACIFICA COMMUNITY TV	\$300.00
11/08/2021	30082	REPUBLIC SERVICES	\$571.76
11/08/2021	30083	ROGUE WEB WORKS, LLC	\$2,764.80
11/08/2021	30084	STANDARD INSURANCE COMPANY	\$575.66
11/08/2021	30085	VERIZON CONNECT INC.	\$479.70
11/10/2021	30086	RECORDER'S OFFICE	\$23.00
11/10/2021	30087	RECORDER'S OFFICE	\$2,480.25
11/10/2021	30088	RECORDER'S OFFICE	\$50.00
11/12/2021	30089	ANALYTICAL ENVIRONMENTAL SERVICES	\$5,447.50
11/12/2021	30090	HEALTH BENEFITS ACWA-JPIA	\$45,837.37
11/12/2021	30091	CALIFORNIA C.A.D. SOLUTIONS, INC	\$5,940.00
11/12/2021	30092	CALIFORNIA SPECIAL DISTRICT	\$8,195.00
11/12/2021	30093	GEO BLUE CONSULTING, INC.	\$15,280.00
11/12/2021	30094	HASSETT HARDWARE	\$1,238.35
11/12/2021	30095	HERC RENTALS, INC.	\$820.81
11/12/2021	30096	LISA ERICKSON	\$750.00
11/12/2021	30097	MASS MUTUAL FINANCIAL GROUP	\$1,829.19
11/12/2021	30098	MERCHANTS BANK OF COMMERCE	\$19,850.00
11/12/2021	30099	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$110.50
11/12/2021	30100	PACIFIC GAS & ELECTRIC CO.	\$59.50
11/12/2021	30101	PACIFIC GAS & ELECTRIC CO.	\$43,571.94
11/12/2021	30102	PRINCETON WELDING , INC.	\$550.00
11/12/2021	30103	RANGER PIPELINES, INC.	\$178,650.00
11/12/2021	30104	SAN FRANCISCO WATER DEPT.	\$235,601.38
11/12/2021	30105	SAN MATEO CTY TAX COLLECTOR	\$396.56
11/12/2021	30106	SAN MATEO CTY TAX COLLECTOR	\$337.88
11/12/2021	30107	SAN MATEO CTY TAX COLLECTOR	\$102.84
11/12/2021	30108	SAN MATEO CTY TAX COLLECTOR	\$516.32
11/12/2021	30109	STATE WATER RESOURCES CONTROL BD	\$60.00
11/12/2021	30110	STATE WATER RESOURCES CONTROL BD	\$105.00
11/12/2021	30111	JIM STEELE	\$4,000.00
11/12/2021	30112	RYAN H. STOLL	\$300.00
11/12/2021	30113	TPX COMMUNICATIONS	\$2,132.13
11/12/2021	30114	TRI COUNTIES BANK	\$1,713.72
11/12/2021	30115	VALIC	\$5,080.00
11/12/2021	30116	US BANK NA	\$3,193.45
11/12/2021	30117	WATER RESEARCH FOUNDATION	\$1,135.00
11/12/2021	30118	WATERSMART SOFTWARE, INC	\$13,680.00
11/12/2021	30119	WRA, INC.	\$7,590.75
11/23/2021	30120	ACCELA, INC.	\$11,914.05
11/23/2021	30121	AMERICAN WATER WORKS ASSOC.	\$50.00
11/23/2021	30122	ANALYTICAL ENVIRONMENTAL SERVICES	\$1,462.50
11/23/2021	30123	ANDREINI BROS. INC.	\$46,907.36
11/23/2021	30124	AT&T MOBILTY	\$45.91

11/23/2021	30125	AT&T	\$2.56
11/23/2021	30126	AT&T	\$698.93
11/23/2021	30127	BADGER METER, INC.	\$66.00
11/23/2021	30128	BALANCE HYDROLOGICS, INC	\$10,695.78
11/23/2021	30129	BAY AREA AIR QUALITY MGMT DIST	\$464.00
11/23/2021	30130	BAY AREA AIR QUALITY MGMT DIST	\$426.00
11/23/2021	30131	BIG CREEK LUMBER	\$108.51
11/23/2021	30132	CALCON SYSTEMS, INC.	\$3,085.63
11/23/2021	30133	PETTY CASH	\$411.42
11/23/2021	30134	CORE & MAIN LP	\$8,555.56
11/23/2021	30135	DATAPROSE, LLC	\$3,867.98
11/23/2021	30136	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$920.84
11/23/2021	30137	CALIFORNIA DEPT OF FISH & WILDLIFE	\$471.25
11/23/2021	30138	CALIFORNIA DEPT OF FISH & WILDLIFE	\$4,092.75
11/23/2021	30139	EKI INC.	\$44,039.94
11/23/2021	30140	FREYER & LAURETA, INC.	\$16,177.50
11/23/2021	30141	GRAINGER, INC.	\$4,759.53
11/23/2021	30142	HMB BLDG. & GARDEN INC.	\$170.60
11/23/2021	30143	COASTSIDE NEWS GROUP, INC.	\$2,275.00
11/23/2021	30144	HANSONBRIDGETT. LLP	\$18,804.00
11/23/2021	30145	HDR ENGINEERING, INC	\$41,331.85
11/23/2021	30146	HOSE SOLUTIONS INC.	\$7,843.78
11/23/2021	30147	IRON MOUNTAIN	\$1,106.62
11/23/2021	30148	IRVINE CONSULTING SERVICES, INC.	\$4,356.42
11/23/2021	30149	GLENNA LOMBARDI	\$91.00
11/23/2021	30150	MASS MUTUAL FINANCIAL GROUP	\$1,829.19
11/23/2021	30151	MILLER SPATIAL SERVICES, LLC	\$17,000.00
11/23/2021	30152	MISSION UNIFORM SERVICES INC.	\$194.27
11/23/2021	30153	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$775.00
11/23/2021	30154	MONSTER TREE SERVICE OF THE COAST, INC.	\$6,800.00
11/23/2021	30155	MTA PARTS, INC.	\$4.03
11/23/2021	30156	OFFICE DEPOT	\$806.50
11/23/2021	30157	FERGUSON ENTERPRISES, INC.	\$695.38
11/23/2021	30158	PUMP REPAIR SERVICE CO. INC.	\$40,994.07
11/23/2021	30159	RAFTELIS FINANCIAL CONSULTANTS, INC.	\$7,628.75
11/23/2021	30160	REDWOOD TRADING POST	\$219.73
11/23/2021	30161	SAN MATEO CTY PUBLIC HEALTH LAB	\$1,304.00
11/23/2021	30162	SERVICE PRESS	\$9,464.45
11/23/2021	30163	STATE WATER RESOURCES CONTROL BD	\$90.00
11/23/2021	30164	JIM STEELE	\$6,482.97
11/23/2021	30165	TEAMSTERS LOCAL UNION #856	\$1,432.00
11/23/2021	30166	UNIVAR SOLUTIONS USA INC.	\$1,402.50
11/23/2021	30167	UPS STORE	\$112.35
11/23/2021	30168	USA BLUE BOOK	\$1,513.38
11/23/2021	30169	VALIC	\$5,080.00
11/23/2021	30170	YVONNE NAVA	\$79.69
11/23/2021	30171	RICHARD RHODES	\$33.52
11/23/2021	30172	PACIFIC SURFACING, INC.	\$2,771.36
11/23/2021	30173	ANDREINI BROS.	\$2,894.35
11/23/2021	30174	EMMA COLESON	\$34.45
11/23/2021	30175	SHANNON HENRETTY/MANUEL ROCHA	\$89.65
11/23/2021	30176	JUSTIN O'BRIEN	\$33.58
11/23/2021	30177	CELINA ARTUSI	\$6.45
11/23/2021	30178	WILLIAM BATES	\$139.85
11/23/2021	30179	JANET/MANUEL CORTES	\$126.00

11/23/2021	30180	ALANA LO	\$68.95
11/23/2021	30181	ETHAN MILLER	\$111.31
11/23/2021	30182	ANNE SELLECK	\$67.51
11/23/2021	30183	NICOLE OFIESH	\$97.19
11/23/2021	30184	OZELLA CARDONI	\$40.00
11/23/2021	30185	OZELLA CARDONI	\$30.35
SUBTOTAL CLAIMS FOR MONTH			<u>\$1,018,045.27</u>

**WIRE PAYMENTS**

11/12/2021	DFT0000382	PUB. EMP. RETIRE SYSTEM	\$15,125.30
11/19/2021	DFT0000384	PUB. EMP. RETIRE SYSTEM	\$15,191.93
11/1/2021		BANK AND CREDIT CARD FEES	\$9,280.20
SUBTOTAL WIRE PAYMENTS FOR MONTH			<u>\$39,597.43</u>

**TOTAL CLAIMS FOR THE MONTH \$1,057,642.70**



Coastside County Water District

# Monthly Budget Report

## Account Summary

For Fiscal: 2021-2022 Period Ending: 11/30/2021

	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	1,081,530.00	711,213.50	-370,316.50	-34.24 %	6,112,785.00	5,780,480.51	-332,304.49	-5.44 %	13,387,000.00
	<b>Total RevType: 1 - Operating:</b>	<b>1,081,530.00</b>	<b>711,213.50</b>	<b>-370,316.50</b>	<b>-34.24 %</b>	<b>6,112,785.00</b>	<b>5,780,480.51</b>	<b>-332,304.49</b>	<b>-5.44 %</b>	<b>13,387,000.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,333.00	3,851.09	-481.91	-11.12 %	21,665.00	30,475.75	8,810.75	40.67 %	52,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	5,000.00	0.00	-5,000.00	-100.00 %	10,000.00	0.00	-10,000.00	-100.00 %	50,000.00
<a href="#">1-4230-00</a>	Service Connections	833.00	1,244.33	411.33	49.38 %	4,166.00	6,290.52	2,124.52	51.00 %	10,000.00
<a href="#">1-4920-00</a>	Interest Earned	4,688.00	1,000.16	-3,687.84	-78.67 %	23,438.00	5,210.12	-18,227.88	-77.77 %	56,250.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	80,000.00	85,703.94	5,703.94	7.13 %	80,000.00	86,887.56	6,887.56	8.61 %	780,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	0.00	214.60	214.60	0.00 %	1,750.00	19,253.29	17,503.29	1,000.19 %	7,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	15,300.00	15,723.67	423.67	2.77 %	76,500.00	78,123.29	1,623.29	2.12 %	184,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	175,000.00	359,746.81	184,746.81	105.57 %	400,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>110,154.00</b>	<b>107,737.79</b>	<b>-2,416.21</b>	<b>-2.19 %</b>	<b>392,519.00</b>	<b>585,987.34</b>	<b>193,468.34</b>	<b>49.29 %</b>	<b>1,539,250.00</b>
	<b>Total Revenue:</b>	<b>1,191,684.00</b>	<b>818,951.29</b>	<b>-372,732.71</b>	<b>-31.28 %</b>	<b>6,505,304.00</b>	<b>6,366,467.85</b>	<b>-138,836.15</b>	<b>-2.13 %</b>	<b>14,926,250.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	261,952.00	58,280.38	203,671.62	77.75 %	1,635,492.00	1,314,655.05	320,836.95	19.62 %	2,321,721.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	4,000.00	2,943.40	1,056.60	26.42 %	20,000.00	20,643.45	-643.45	-3.22 %	44,800.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	25,000.00	25,239.99	-239.99	-0.96 %	234,000.00	237,939.83	-3,939.83	-1.68 %	342,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	1,700.00	1,185.07	514.93	30.29 %	12,000.00	9,159.94	2,840.06	23.67 %	23,000.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	1,500.00	447.78	1,052.22	70.15 %	4,300.00	2,536.63	1,763.37	41.01 %	36,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	2,000.00	1,073.04	926.96	46.35 %	6,000.00	4,924.81	1,075.19	17.92 %	64,000.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	1,500.00	286.91	1,213.09	80.87 %	7,900.00	2,357.94	5,542.06	70.15 %	17,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	3,000.00	8,211.80	-5,211.80	-173.73 %	16,200.00	11,124.25	5,075.75	31.33 %	38,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	7,500.00	3,062.41	4,437.59	59.17 %	39,000.00	29,251.24	9,748.76	25.00 %	92,500.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	10,700.00	2,007.59	8,692.41	81.24 %	53,500.00	25,743.40	27,756.60	51.88 %	128,400.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	5,000.00	153.87	4,846.13	96.92 %	19,000.00	2,307.16	16,692.84	87.86 %	56,500.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	8,000.00	2,758.82	5,241.18	65.51 %	82,600.00	85,507.84	-2,907.84	-3.52 %	135,600.00
<a href="#">1-5250-00</a>	Laboratory Expenses	5,000.00	1,731.00	3,269.00	65.38 %	30,250.00	19,441.92	10,808.08	35.73 %	77,000.00
<a href="#">1-5260-00</a>	Maintenance - General	25,000.00	27,647.18	-2,647.18	-10.59 %	145,000.00	199,798.11	-54,798.11	-37.79 %	358,000.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	1,000.00	51,167.27	-50,167.27	-5,016.73 %	14,800.00	51,167.27	-36,367.27	-245.72 %	30,800.00
<a href="#">1-5263-00</a>	Uniforms	0.00	8,405.78	-8,405.78	0.00 %	9,300.00	8,717.22	582.78	6.27 %	10,300.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	10,000.00	17,428.75	-7,428.75	-74.29 %	50,000.00	96,838.30	-46,838.30	-93.68 %	154,000.00
<a href="#">1-5321-00</a>	Water Resources	2,200.00	0.00	2,200.00	100.00 %	11,300.00	0.00	11,300.00	100.00 %	26,700.00

Monthly Budget Report

For Fiscal: 2021-2022 Period Ending: 11/30/2021

		November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<a href="#">1-5322-00</a>	Community Outreach	1,000.00	25,005.48	-24,005.48	-2,400.55 %	30,000.00	25,905.48	4,094.52	13.65 %	60,000.00
<a href="#">1-5325-00</a>	Water Shortage Program	0.00	1,000.00	-1,000.00	0.00 %	0.00	7,022.68	-7,022.68	0.00 %	0.00
<a href="#">1-5381-00</a>	Legal	8,333.00	20,604.00	-12,271.00	-147.26 %	41,665.00	50,584.00	-8,919.00	-21.41 %	100,000.00
<a href="#">1-5382-00</a>	Engineering	5,650.00	3,703.00	1,947.00	34.46 %	28,250.00	19,906.05	8,343.95	29.54 %	67,800.00
<a href="#">1-5383-00</a>	Financial Services	2,000.00	0.00	2,000.00	100.00 %	10,000.00	9,075.00	925.00	9.25 %	22,600.00
<a href="#">1-5384-00</a>	Computer Services	17,700.00	20,757.79	-3,057.79	-17.28 %	88,500.00	88,848.78	-348.78	-0.39 %	217,300.00
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	98,450.00	86,254.64	12,195.36	12.39 %	492,250.00	417,493.23	74,756.77	15.19 %	1,181,400.00
<a href="#">1-5411-00</a>	Salaries & Wages - Field	145,000.00	139,782.09	5,217.91	3.60 %	676,000.00	638,886.97	37,113.03	5.49 %	1,666,000.00
<a href="#">1-5420-00</a>	Payroll Tax Expense	16,000.00	14,233.12	1,766.88	11.04 %	80,300.00	72,705.93	7,594.07	9.46 %	206,700.00
<a href="#">1-5435-00</a>	Employee Medical Insurance	44,000.00	41,563.58	2,436.42	5.54 %	220,000.00	207,913.60	12,086.40	5.49 %	542,100.00
<a href="#">1-5436-00</a>	Retiree Medical Insurance	5,000.00	4,968.68	31.32	0.63 %	25,000.00	23,678.05	1,321.95	5.29 %	63,900.00
<a href="#">1-5440-00</a>	Employees Retirement Plan	43,500.00	41,604.71	1,895.29	4.36 %	214,100.00	236,556.20	-22,456.20	-10.49 %	518,600.00
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,425.00	5,708.23	716.77	11.16 %	32,125.00	29,404.53	2,720.47	8.47 %	77,100.00
<a href="#">1-5620-00</a>	Office & Billing Expenses	25,000.00	23,601.98	1,398.02	5.59 %	135,000.00	138,580.65	-3,580.65	-2.65 %	328,500.00
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	2,750.00	655.90	2,094.10	76.15 %	13,750.00	5,134.43	8,615.57	62.66 %	33,000.00
<a href="#">1-5630-00</a>	Insurance	13,500.00	11,524.08	1,975.92	14.64 %	67,500.00	57,307.55	10,192.45	15.10 %	163,300.00
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	7,250.00	8,196.99	-946.99	-13.06 %	36,050.00	52,243.36	-16,193.36	-44.92 %	87,400.00
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00 %	2,500.00	0.00	2,500.00	100.00 %	6,000.00
<a href="#">1-5700-00</a>	San Mateo County Fees	0.00	1,353.60	-1,353.60	0.00 %	7,400.00	5,013.60	2,386.40	32.25 %	25,700.00
<a href="#">1-5705-00</a>	State Fees	3,000.00	1,770.17	1,229.83	40.99 %	6,000.00	2,263.17	3,736.83	62.28 %	37,500.00
<b>Total ExpType: 1 - Operating:</b>		<b>820,110.00</b>	<b>664,319.08</b>	<b>155,790.92</b>	<b>19.00 %</b>	<b>4,597,032.00</b>	<b>4,210,637.62</b>	<b>386,394.38</b>	<b>8.41 %</b>	<b>9,396,221.00</b>
<b>ExpType: 4 - Capital Related</b>										
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	271,045.00	271,044.86	0.14	0.00 %	335,825.00
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	236,795.00	236,794.72	0.28	0.00 %	322,895.00
<a href="#">1-5717-00</a>	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	376,657.00	376,657.43	-0.43	0.00 %	435,168.00
<b>Total ExpType: 4 - Capital Related:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>	<b>884,497.00</b>	<b>884,497.01</b>	<b>-0.01</b>	<b>0.00 %</b>	<b>1,093,888.00</b>
<b>Total Expense:</b>		<b>820,110.00</b>	<b>664,319.08</b>	<b>155,790.92</b>	<b>19.00 %</b>	<b>5,481,529.00</b>	<b>5,095,134.63</b>	<b>386,394.37</b>	<b>7.05 %</b>	<b>10,490,109.00</b>
<b>Report Total:</b>		<b>371,574.00</b>	<b>154,632.21</b>	<b>-216,941.79</b>		<b>1,023,775.00</b>	<b>1,271,333.22</b>	<b>247,558.22</b>		<b>4,436,141.00</b>



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

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 11/30/2021</b>	<b>Prior Year as of 11/30/2020</b>
CAPITAL AND OPERATING RESERVE	\$10,377,694.13	\$8,219,980.51
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$10,627,694.13</b>	<b>\$8,469,980.51</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$5,285,716.95	\$3,061,037.82
CSP T & S ACCOUNT	\$48,112.52	\$136,639.97
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,450.00	\$19,448.02
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,273,614.66	\$5,252,054.70
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$10,627,694.13</b>	<b>\$8,469,980.51</b>

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

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

11/30/2021

\* Approved June 2020

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

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

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

**Pipeline Projects**

14-27/20-08	Grandview Pipeline Replacement Project	in design	\$ 1,650,000	\$ 25,553	\$ 1,650,000	\$ -	0%	
						\$ -		

**Pump Stations / Tanks / Wells**

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

**Water Supply Development**

14-25	Denniston/San Vicente Water Supply Development	ongoing	\$ 300,000	\$ 49,353	\$ 300,000	\$ -	n/a	
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**Water Treatment Plants**

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 2,900,000	\$ 1,473,003	\$ 4,000,000	\$ (1,100,000)	0%	Construction started August 2021
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**UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2021/2022**

NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
22-01	Miramontes Point Road Water Main Replacement	in design		69,279	150,000	\$ (150,000)		
66-3001	Green Slope Climber			105,216	105,216	\$ (105,216)	100%	
14-29	Purisima Way Water Main Replacement	in design		17,884	125,000	\$ (125,000)		planned in future CIP

**NEW FY2020/2021 CIP TOTAL \$ 5,760,000 \$ 1,740,288 \$ 6,690,216 \$ (930,216)**

**FY2019/2020 CIP Carryover Projects**

20-07	District Office Improvements	in process	\$ 120,000	\$ 130,952	\$ 130,952	\$ (10,952)	60%	
14-01	Highway 92 - Replacement of Welded Steel Line-Phase 1	open	\$ 700,000	11,527	\$ 700,000	\$ -	0%	
66-3001	Valve truck	Completed	\$ 75,361	\$ 75,361	\$ 75,361	\$ -	100%	Valve truck - Delivered in July 2021 - \$225K total price
22-05	Planning Software	open	\$ 60,000		\$ 100,000	\$ (40,000)	0%	Approved at August 2021 BOD meeting
13-02	Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower)	in process	\$ 700,000	\$ 31,154	\$ 700,000	\$ -	D-100%	CEQA certified in Nov 2021; CDP to be reviewed at Dec 2021 City Planning Commission meeting
14-01	Highway 92 - Replacement of Welded Steel Line-Design	Open	\$ 100,000	\$ 18,140	\$ 100,000	\$ -	18%	for engineering design only

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

11/30/2021

\* Approved June 2020

	Status	Approved* CIP Budget FY21/22	To Date FY21/22	Projected Year-End FY21/22	Variance vs. Budget	% Completed	Project Status/ Comments
21-07	Carter Hill Tank Improvement Project	\$ 580,000	\$ 58,397	\$ 580,000	\$ -	n/a	Design in process - will continue into Fiscal Year 2021/22
21-08	ESRI-Cityworks Implementation		\$ 17,000	\$ 17,000	\$ (17,000)	90%	

<b>FY2020/2021 CARRYOVER PROJECTS</b>	<b>\$ 2,335,361</b>	<b>\$ 342,531</b>	<b>\$ 2,403,313</b>	<b>\$ (67,952)</b>
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Green = approved by the Board/in process

<b>TOTAL - FY 2021/2022 CIP + PRIOR YEAR CARRYOVER</b>	<b>\$ 8,095,361</b>	<b>\$ 2,082,819</b>	<b>\$ 9,093,529</b>	<b>\$ (998,168)</b>
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**Legal Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Water Supply Develpmnt</b>	<b>Recycled Water</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>LABOR &amp; EMPLOYMENT</b>	<b>Election (CVRA)</b>	<b>Litigation</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
<b>Nov-20</b>	8,517			287	2,049	1,260				<b>12,113</b>
<b>Dec-20</b>	10,460			243	265					<b>10,968</b>
<b>Jan-21</b>	12,336			592		1,628				<b>14,556</b>
<b>Feb-21</b>	7,733			589	355					<b>8,677</b>
<b>Mar-21</b>	17,385			180	1,662	407				<b>19,633</b>
<b>Apr-21</b>	11,122			1,609	1,319					<b>14,050</b>
<b>May-21</b>	10,870			709		407				<b>11,986</b>
<b>Jun-21</b>	7,659			752	588					<b>8,999</b>
<b>Jul-21</b>	3,323									<b>3,323</b>
<b>Aug-21</b>	4,701			442		2,901				<b>8,043</b>
<b>Sep-21</b>	10,969				814					<b>11,783</b>
<b>Oct-21</b>	18,804									<b>18,804</b>
<b>TOTAL</b>	<b>123,878</b>	<b>0</b>	<b>0</b>	<b>5,402</b>	<b>7,052</b>	<b>6,603</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,933</b>

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

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Dec-20</b>	480		169	<b>649</b>	169
<b>Jan-21</b>	480		3,042	<b>3,522</b>	3,042
<b>Feb-21</b>	480		2,028	<b>2,508</b>	2,028
<b>Mar-21</b>	480		3,380	<b>3,860</b>	3,380
<b>Apr-21</b>	480			<b>480</b>	
<b>May-21</b>	480		169	<b>649</b>	169
<b>Jun-21</b>	480		1,352	<b>1,832</b>	1,352
<b>Jul-21</b>	480	896	3,042	<b>4,418</b>	3,042
<b>Aug-21</b>	480			<b>480</b>	3,042
<b>Sep-21</b>	480			<b>480</b>	
<b>Oct-21</b>	480			<b>480</b>	
<b>Nov-21</b>	987			<b>987</b>	
<b>TOTAL</b>	<b>6,267</b>	<b>896</b>	<b>13,182</b>	<b>20,345</b>	<b>16,224</b>

## Calcon T&M Projects Tracking

10/31/2021

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

**FY 2020-2021 Open Projects:**

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

<b>Tanks</b>	\$ 24,807.00
<b>Crystal Springs Maintenance</b>	\$ 1,639.94
<b>Nunes Maintenance</b>	\$ 43,588.96
<b>Denniston Maintenance</b>	\$ 38,724.33
<b>Distribution System</b>	\$ 55,674.93
<b>Wells</b>	
<b>Cellular Telemetry</b>	\$ 3,223.52

Subtotal Maintenance	\$ 167,658.68
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<b>FINAL TOTAL FY 2020/21</b>	<b>\$ 167,658.68</b>
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**EKI Environment & Water**  
**Engineering Services Billed Through November 30, 2021**

	Contract Date	Not to Exceed Budget	Status	FY 2018-2019	FY 2019-2020	FY2020-2021	FY2021-2022
<b>CIP Project Management</b>							
Fiscal Year 2018-2019	10.19.2018	\$ 25,000.00	Complete				
Fiscal Year 2018-2019	1.14.2019	\$ 40,000.00	Complete				
Fiscal Year 2018-2019	3.12.2019	\$ 75,000.00	Complete				
Fiscal Year 2019-2020	7.29.2019	\$ 180,000.00	Open	\$ 123,410.00	\$ 104,108.97	\$ 1,138.80	
Pipeline Projects (Ferdinand) - T2		\$ 2,000.00		\$ 18,220.42	\$ 13,476.55		
Tank Seismic Projects - T3				\$ 16,676.92	\$ 19,249.53		
Hydraulic Modeling - T4				\$ (4,385.04)	\$ 20,570.20		
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00				\$ 67,075.84	\$ 12,814.88
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00					\$ 1,716.00
<b>Sub Total - CIP Project Management Services</b>		\$ 447,000.00		\$ 163,452.66	\$ 157,405.25	\$ 68,214.64	\$ 12,814.88

Highway 1 South Pipeline Replacement Project	16-02	9.20.2018	\$ 25,000.00	Complete	\$ 17,680.45			
Ferdinand Avenue Pipeline Replacement Design	14-31	2.12.2019	\$ 29,000.00	Complete	\$ 27,824.37	\$ 1,169.10		
Casa Del Mar Main Replacement (Phase 1) and Grand Boulevard Pipeline/PRV Loop Design	14-32	2.12.2019	\$ 28,500.00	Complete	\$ 27,297.34	\$ 1,195.22		
Denniston Culvert Replacement and Paving Project Design	18-13	7.1.2019	\$ 16,400.00	Complete	\$ 804.96	\$ 21,296.34		
Denniston Culvert Replacement-Engineering Services during Construction	18-13	7.8.2020	\$ 48,800.00	Complete			\$ 47,647.17	
Construction Inspection Services for Ferdinand Avenue Water Main Replacement Project	14-31	7.1.2019	\$ 32,300.00	Complete		\$ 32,300.00		
Pine Willow Oak Water Main Replacement Project	18-01	7.29.2019	\$ 69,700.00	Complete		\$ 49,906.63	\$ 4,991.74	
Grandview Water Main Replacement Project (Design, Bid Support, construction support)	14-27	7.29.2019	\$ 56,100.00	Open		\$ 42,095.19	\$ 5,144.36	
Grandview Crossing at Hwy 1		2.9.2021	\$ 156,500.00	Open			\$ 73,285.99	\$ 25,061.21
Pilarcitos Creek Crossing Water Main Replacement Preliminary Design	13-02	8.27.2019	\$ 104,600.00	Complete		\$ 95,332.59	\$ 1,226.50	
Pilarcitos Creek Crossing Water Main Replacement Design	13-02	7.14.2020	\$ 82,900.00	Open			\$ 39,343.06	\$ 6,219.20
Grandview/Silver/Terrace/Spindrifft Under Hwy 1 PreDesign	20-08	10.15.2019	\$ 59,600.00	Complete		\$ 18,217.30	\$ 40,597.27	
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Open				\$ 18,139.94
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 116,800.00	Open				\$ 54,278.58
Purisima Way Water Main Replacement	14-29	10.18.2021	\$ 20,400.00	Open				\$ 12,884.30

Total - All Services

**\$ 1,318,400.00**      **\$ 237,059.78**      **\$ 418,917.62**      **\$ 280,450.73**      **\$ 129,398.11**

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday November 9, 2021**

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom was not open to the public for the November 9, 2021, Regular Meeting of the Board of Directors of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

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

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

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

Jonathan Sutter, P.E. of EKI Environment & Water, Inc., and John Bass, Senior Open Space Planner of WRA, Inc. were identified as participants in the meeting.

Members of the public: Michelle Dragony

**2) PLEDGE OF ALLEGIANCE**

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

**4) CONSENT CALENDAR**

- A. Approval of disbursements for the month ending October 31, 2021:  
Claims: \$1,625,437.98; Payroll: \$264,183.35 for a total of \$1,889,621.33
- B. Acceptance of Financial Reports
- C. Approval of Minutes of October 12, 2021, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report-October 2021
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- H. Monthly Rainfall Reports



- I. Acceptance of Non-Complex Pipeline Extension Project – 477 3<sup>rd</sup> Avenue – Rita & Stephen Semprevivo
- J. SFPUC Hydrological Report for the Month of September 2021

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

**ON MOTION BY Vice-President Feldman and seconded by Director Muller, the Board voted by roll call vote to approve the Consent Calendar:**

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

#### 5) MEETINGS ATTENDED/DIRECTOR COMMENTS

Director Muller stated he attended the October 28, 2021, Special Meeting of the Board of Directors along with other Directors.

#### 6) GENERAL BUSINESS

**A. Water Line Replacement Under Pilarcitos Creek at Strawflower Village Project - Adoption of the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program**

Ms. Rogren summarized the water line replacement project. This project is considered one of the District’s highest priorities. An existing pipeline that crosses under Pilarcitos Creek north to south from Strawflower Village Shopping Center to the intersection of Pilarcitos Ave and Oak Ave. is approaching the end of its useful life. A break in this existing water line underneath the creek bed would be difficult to detect and could impair water delivery and water quality, and also could potentially damage the environment.

The project entails installing a pipeline using the horizontal directional drilling method under the creek from the Strawflower Village Shopping Center to Oak Avenue. The 450-foot section crossing under the creek will be nominal 10-inch diameter (8-inch inner diameter) high-density polyethylene pipe (HDPE). The remaining 190 linear feet of 8-inch ductile iron pipe will be installed by open trench construction to connect the 10-inch HDPE to the existing 8-inch ductile iron pipeline that runs behind the Safeway north of the creek and the existing 8-inch cast iron pipe at the intersection of Oak Avenue and Pilarcitos Avenue south of the creek.

Ms. Rogren introduced John Bass, Senior Open Space Planner at WRA, Inc. and Jon Sutter from EKI Environment & Water, Inc. who is the Design Engineer on the project. WRA, Inc. prepared the environmental documents (on behalf of the District as Lead Agency) and evaluated the impacts of the project as mandated by the California Environmental Quality Act (CEQA). Dr. Bass summarized the CEQA process including the steps taken in the preparation of the proposed Initial Study/Mitigated Negative Declaration (IS/MND) and the Mitigation Monitoring and Reporting Program (MMRP).

The District, as lead agency, released the proposed IS/MND for a 60-day public review and comment period that began on August 5, 2021, and ended on October 4, 2021, pursuant to the CEQA Guidelines Section 15105. The District received written comments from the California Coastal Commission and the City of Half Moon Bay Planning Division on the proposed IS/MND. Comments were incorporated in a revised proposed IS/MND and Mitigation Monitoring and Reporting Program (MMRP).

**ON MOTION BY Director Coverdell and seconded by Vice-President Feldman, the Board voted by roll call vote to approve Resolution 2021-07 Adopting an Initial Study/Mitigated Negative Declaration (IS/MND) and Mitigation Monitoring and Reporting Program (MMRP) for the Water Line Replacement Under Pilarcitos Creek at Strawflower Village Project:**

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

**B. 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 Muller and seconded by Vice-President Feldman, the Board voted by roll call vote to 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:**

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

**C. Water Shortage Advisory and Public Outreach Update**

Ms. Brennan provided a summary of the water shortage and public outreach. Steve Ritchie, Assistant General Manager, Water from the San Francisco Public Utilities Commission (SFPUC) announced on November 4<sup>th</sup> that the recent storms in October 2021 have improved SFPUC's total storage and triggered lifting the curtailments on the Tuolumne River watershed. With the curtailments lifted, SFPUC may access its Water Bank making more water supplies available to the Regional Water System. Also, with the October precipitation the total demand on the Regional Water System has declined. Ms. Brennan reported, however, that SFPUC staff plans on bringing to the Commission on November 23, 2021 a declaration of a Water Shortage Emergency.

Ms. Brennan reported that key outreach activities in October 2021 included advertisements in the Coastside Magazine and Half Moon Bay Review and either emailing or mailing to 1200 single family residential customers regarding irrigation or high-water use.

**D. 1) Review Draft Shortage Contingency Stage Rate Study and Proposed Amendment to the District's Rate and Fee Schedule to Add Water Shortage Contingency Stage Rates Consistent with the 2020 Water Shortage Contingency Plan and SFPUC Pass-Through Wholesale Water Shortage Rates or Surcharges; and  
2) Schedule a Public Hearing on Proposed Amendment to the District's Rate and Fee Schedule to Add Water Shortage Contingency Stage Rates and SFPUC Pass-through Wholesale Water Shortage Rates or Surcharges and Authorize Issuance of a Notice of Public Hearing**

Ms. Rogren summarized the 2020 Water Shortage Contingency Plan that was approved by the Board at the June 8, 2021, Director's meeting. The plan provides for water shortage stage levels and recommended actions and procedures that the Board could implement during any water shortage, including drought, natural or other disasters, and catastrophic infrastructure failures.

On September 14, 2021, at the regularly scheduled Board of Directors meeting, Sanjay Gaur and Nancy Phan from Raftelis Financial Consultants, LLC (Raftelis) led a discussion with the Board explaining the purpose of water shortage contingency stage rates and the possible option for adding such rates to the Districts' Rate and Fee Schedule. Given Proposition 218 requirements, water shortage contingency stage rates are designed to recover lost revenue due to the reduction in water use and to incorporate the potential changes to the District water supply sources and their corresponding costs. The purpose of water shortage contingency stage rates is strictly financial to enable the District to maintain financial stability at various stages of water shortages as defined by the District 2020 Water Shortage Contingency Plan.

Ms. Rogren reviewed the draft Water Shortage Contingency Stage Rate Study Report ("Report") dated October 29, 2021 prepared by Raftelis with the Board. The Report outlines the methodology and calculations for the proposed water shortage contingency stage rates which are based upon the District's "Water Financial Plan and Rate Update Report" dated August 3, 2020 also prepared by Raftelis.

If enacted, the water shortage contingency stage rates would be added to the District's Rate and Fee Schedule, however two additional actions by the Board of Directors would be required before the rates could be implemented: 1) First, a Water Shortage Contingency Stage is declared by the Board; and 2) the Board votes to implement the water shortage contingency stage rates. The Board has the option not to implement the rates or to implement at a lower rate; use reserves to make up for lost revenue; defer capital projects to reduce expenditures; or utilize a combination of actions.

In order to comply with the requirements of Proposition 218, the recommended Board action would be to schedule a public hearing on January 11, 2022 and authorize issuance of notice of a public hearing on January 11, 2022 to amend the District's Rate and Fee Schedule to include water shortage contingency stage rates and a SFPUC pass-through wholesale water shortage rates or surcharges, if imposed by SFPUC in water shortage.

The Board reviewed and discussed the draft Shortage Contingency Stage Rate Study dated October 29, 2021, prepared by Raftelis Financial Consultants, LLC. and the accompanying proposed amendment to the District's Rate and Fee Schedule to add water shortage contingency rates that are consistent with the District's 2020 Water Shortage Contingency Plan and to add SFPUC pass-through wholesale water shortage rates or surcharges.

- E. ON MOTION BY Director Coverdell and seconded by Director Muller, the Board voted by roll call vote to schedule a public hearing on January 11, 2022, at the regular Board of Directors meeting starting at 7:00 p.m. to consider the proposed amendment to the District's Rate and Fee Schedule to include water shortage contingency stage rates and SFPUC pass-through wholesale water shortage rates or surcharges, if imposed by SFPUC in water shortage, and to authorize issuance of a notice of public hearing:**

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

**E. Consider Approval of Resolution 2021-08 Declaring Intention to Reimburse Expenditures From the Proceeds of Tax-Exempt Obligations**

Ms. Rogren summarized the necessity for obtaining financing for the Nunes Water Treatment Plant Upgrades Project. Since the Nunes Water Treatment Plant Upgrades Project is already under construction, District Staff has been advised to pass a resolution that will enable the District to set a look back date of when costs could be reimbursed on the project from debt proceeds. By passing this resolution, the District will be able to reimburse certain construction costs going back 60 days from the adoption of the resolution, or September 9, 2021.

**ON MOTION BY Vice-President Feldman and seconded by Director Coverdell, the Board voted by roll call vote to approve Resolution 2021-08 Declaring Intention to Reimburse Expenditures From the Proceeds of Tax-Exempt Obligations:**

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

**F. Award of Contract for Installation of Energy Efficient LED Light Fixtures at Crystal Spring Pump Station, Nunes and Denniston Facilities using PG&E On-Bill Financing**

Mr. Derbin reviewed the need to replace 175 Compact Florescent Light (CFL) fixtures at the Nunes, CSP, and Denniston facilities due to their inefficiency. Staff solicited bids from four PG&E qualified electrical contractors and American Wholesale Lighting was the lowest bidder at \$47,890.82. The estimated annual savings on the PG&E bills for these facilities is \$17,000.

**ON MOTION BY Director Mickelsen and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with American Wholesale Lighting and Pacific Gas and Electric for \$47,890.82 to replace 175 Compact Florescent Light (CFL) fixtures located at Crystal Springs Pump Station, Nunes, Denniston Pump Station and Water Treatment Plant with energy efficient LED fixtures. The project costs will be paid for with On-Bill Financing (OBF) at 0% interest by PG&E and paid back with the next monthly electrical savings:**

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

### **G. Nunes Water Treatment Plant Upgrades Project Update #3**

Mr. Derbin gave an update of the progress being made at the Nunes Water Treatment Plant. Freyer and Loretta, Inc., the Construction Management firm on this project, put together a brief summary of the progress to date including a three week look ahead schedule. Major items of work completed in October 2021 included installation of rebar and formwork for the new sedimentation basin walls and replacement of the wooden wall at north end of filter gallery including the rotted framing.

## **7) MONTHLY INFORMATION REPORTS**

### **A. General Manager's Report**

Ms. Rogren recapped a few highlights for the month of October 2021. BAWSCA recently completed its refunding bond sale in order to refund the callable portion of the 2013A bonds, saving BAWSCA agencies \$2.4M per year in interest. Also, a Special Meeting of the District's Board of Directors was held on October 28<sup>th</sup> that focused on reviewing local water source alternatives. Interested parties are invited to access the slide presentation prepared by Robert Schultz, Principal at Geo Blue Consulting, included in the Special Meeting Agenda Packet on the District's website.

### **B. Superintendent of Operations Report**

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

## **8) DIRECTOR AGENDA ITEMS-REQUESTS FOR FUTURE BOARD MEETINGS**

**9) ADJOURNMENT**-The Board Meeting was adjourned at 8:42 p.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Thursday October 28, 2021**

Due to the Covid-19 pandemic, and in accordance with Assembly Bill 361, which modifies California Government Code Section 54953, the Boardroom was not open to the public for the October 28, 2021, Special Meeting of the Board of Directors of the Coastside County Water District. The Regular Meeting was conducted remotely via teleconference.

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

**1) ROLL CALL** –Vice-President Feldman called the meeting to order at 9:00 a.m. participating in roll call via Zoom Video Conference: Directors John Muller, Ken Coverdell, Chris Mickelsen. President Reynolds joined the meeting at 9:06 a.m.

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

Robert Schultz, Principal Hydrogeologist with Geo Blue Consulting was identified as a participant in the meeting.

Members of the public: David Dickson, Jim Teter, Michelle Dragony and August Howell

**2) PLEDGE OF ALLEGIANCE**

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

**4) BOARD WORKSHOP**

**Strategic Planning Session: Review of Local Water Source Alternatives**

Ms. Rogren introduced Robert Schultz, Principal Hydrogeologist with Geo Blue Consulting. Mr. Schultz provided a very detailed background of the information necessary for the Coastside County Water District Board of Directors to be able to strategize on potential opportunities to optimize use of local water sources. He presented slides, summarizing highlights of historical studies of local water source alternatives and groundwater and surface water projects and studies. Mr. Schultz also provided an overview of local hydrology and hydrogeology and concluded with his recommendations, including 1) continuing to pursue acquisition of rights in San Vicente and Denniston Creeks; 2) consider implementing next-step recommendations in the 2003 Lower Pilarcitos Groundwater Study (pilot well, streamflow survey); 3) consider replacement of surface



water wells in Upper Pilarcitos Canyon; 4) consider improvements to the Denniston wellfield; and 5) work with stakeholders to develop potentially feasible recycled water alternatives.

Throughout the workshop there was discussion among the Board and staff and opportunities for members of the public to comment, and the Board encouraged staff to consider projects that could bring near-term results, including focusing on improvements to the District's existing wells (#3 and #4 above) and continuing to explore new opportunities for ground water wells (#2).

**9) ADJOURNMENT**-The Board Meeting was adjourned at 11:59 a.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, President  
Board of Directors



**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2022**

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	65.93	65.93	4.60	61.33
AUG	0.00	0.00	0.00	0.00	61.90	61.90	3.95	57.95
SEPT	0.00	0.00	0.00	0.00	59.74	59.74	4.45	55.29
OCT	0.53	2.10	0.00	3.69	44.32	50.64	3.92	46.72
NOV	1.62	18.82	9.78	0.00	7.87	36.47	3.58	32.89
DEC								0.00
JAN								0.00
FEB								0.00
MAR								0.00
APR								0.00
MAY								0.00
JUN								0.00
<b>TOTAL</b>	2.15	20.92	9.78	3.69	239.76	274.68	20.50	254.18
% MONTHLY TOTAL	0.0%	51.6%	26.8%	0.0%	21.6%	100.0%	9.8%	90.2%
% ANNUAL TO DATE TOTAL	0.8%	7.6%	3.6%	1.3%	87.3%	100.6%	7.5%	92.5%

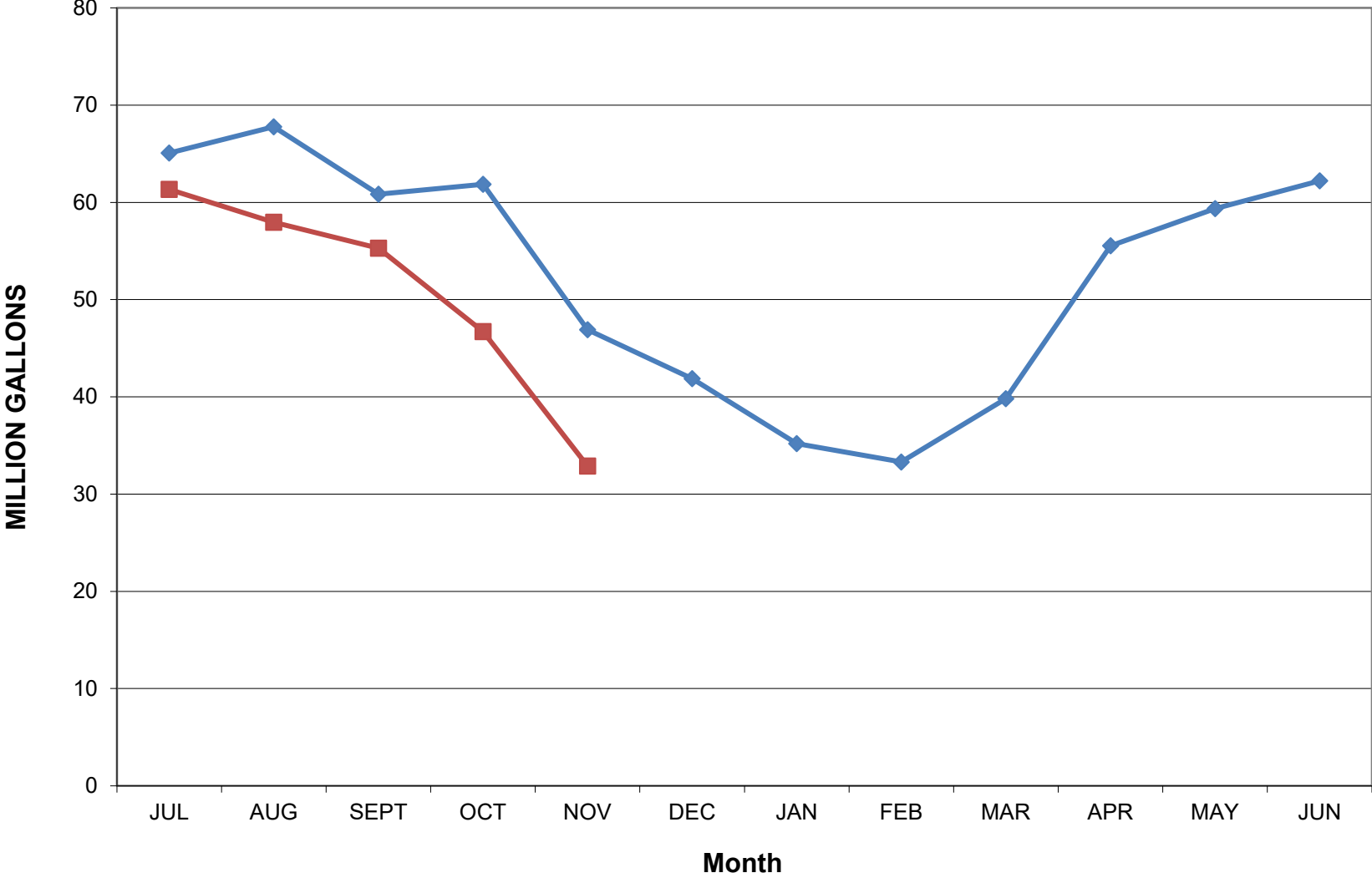
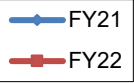
CCWD vs SFPUC- month 78.4%  
 CCWD vs SFPUC- annual 12.0%

12 Month Running Treated Total **581.46**

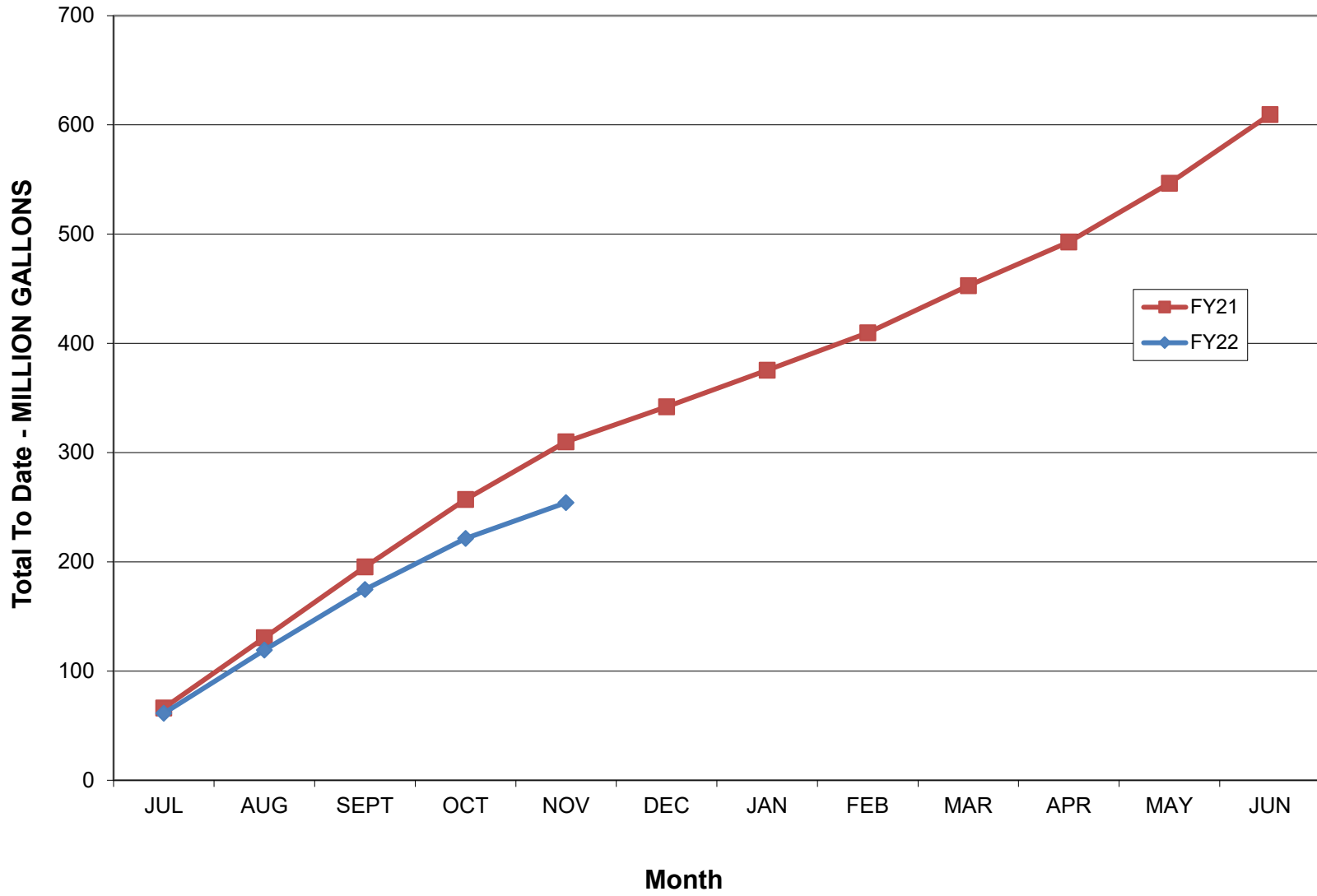
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2021**

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.02	2.54	0.00	28.80	36.06	67.42	2.35	65.07
AUG	0.00	0.00	0.00	49.75	20.27	70.02	2.25	67.78
SEPT	0.00	0.00	0.00	1.31	60.84	62.15	1.31	60.84
OCT	0.00	0.00	0.00	0.00	63.97	63.97	2.11	61.86
NOV	0.00	0.00	3.91	14.39	29.52	47.82	0.93	46.90
DEC	2.26	12.69	11.17	14.25	4.16	44.53	2.67	41.86
JAN	1.73	13.04	11.06	1.99	10.86	38.68	3.50	35.18
FEB	0.78	16.51	10.87	0.00	9.60	37.76	4.45	33.31
MAR	1.98	17.11	10.47	0.00	13.08	42.64	2.82	39.82
APR	1.40	12.72	0.00	0.00	44.48	58.60	3.06	55.54
MAY	0.88	3.90	0.00	0.00	60.44	65.22	5.87	59.35
JUN	0.00	0.00	0.00	0.00	64.08	64.08	1.86	62.22
<b>TOTAL</b>	9.05	78.51	47.48	110.49	417.36	662.89	33.17	629.71
% TOTAL	1.4%	11.8%	7.2%	16.7%	63.0%	100.0%	5.00%	0.0%

Monthly Production FY 21 vs FY 22



**Cumulative Production FY21 vs FY22**



**Coastside County Water District Monthly Sales By Category (MG)  
FY2022**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	29.63	28.15	28.29	26.89	20.43								133.39
COMMERCIAL	3.00	2.96	2.91	2.96	2.27								14.09
RESTAURANT	1.52	1.36	1.33	1.38	1.30								6.89
HOTELS/MOTELS	2.73	2.90	2.39	2.46	2.04								12.52
SCHOOLS	0.70	0.63	0.81	0.54	0.26								2.94
MULTI DWELL	2.60	2.50	2.59	2.71	2.32								12.73
BEACHES/PARKS	0.68	0.79	0.64	0.69	0.21								3.01
AGRICULTURE	6.54	5.54	6.40	7.01	5.65								31.14
RECREATIONAL	0.23	0.21	0.21	0.22	0.18								1.04
MARINE	0.59	0.51	0.45	0.43	0.35								2.33
RES. IRRIGATION	1.40	1.51	1.50	1.15	0.27								5.82
DETECTOR CHECKS	0.01	0.01	0.01	0.00	0.00								0.03
NON-RES. IRRIGATION	4.05	5.39	5.06	0.50	0.23								15.23
RAW WATER	7.74	7.11	7.52	8.01	1.03								31.40
PORTABLE METERS	0.19	0.30	0.34	0.27	0.12								1.21
CONSTRUCTION	0.33	0.30	0.33	0.34	0.30								1.60
<b>TOTAL - MG</b>	<b>61.92</b>	<b>60.17</b>	<b>60.78</b>	<b>55.55</b>	<b>36.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>275.39</b>

Non Residential Usage	32.29	32.02	32.49	28.66	16.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Running 12 Month Total</b>					<b>606.05</b>								
12 mo Residential					314.69								
12 mo Non Residential					291.36								

**FY2021**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	34.24	32.73	32.19	32.12	28.27	26.25	24.28	21.71	23.49	27.64	28.08	29.85	340.85
COMMERCIAL	2.86	2.67	2.64	3.03	2.58	2.38	2.22	2.15	2.55	2.64	2.67	2.83	31.22
RESTAURANT	1.01	1.06	1.01	1.19	1.06	0.85	0.65	0.75	1.02	1.23	1.09	1.31	12.22
HOTELS/MOTELS	2.19	2.04	2.02	2.13	1.71	1.19	1.04	1.22	1.67	2.02	1.75	2.34	21.33
SCHOOLS	0.76	0.68	0.61	0.67	0.46	0.25	0.22	0.18	0.16	0.34	0.36	0.59	5.27
MULTI DWELL	3.14	3.01	2.83	2.98	2.70	2.52	2.48	2.33	2.49	2.76	2.65	2.70	32.60
BEACHES/PARKS	0.76	0.85	0.60	0.52	0.57	0.35	0.37	0.25	0.21	0.42	0.39	0.54	5.83
AGRICULTURE	5.31	4.65	4.73	5.92	4.42	3.66	3.10	3.40	4.49	6.47	9.29	6.81	62.27
RECREATIONAL	0.24	0.24	0.23	0.23	0.20	0.17	0.17	0.16	0.18	0.20	0.18	0.22	2.42
MARINE	0.64	0.59	0.53	0.56	0.46	0.55	0.45	0.48	0.41	0.46	0.44	0.45	6.03
RES. IRRIGATION	1.70	1.66	1.56	1.51	1.10	0.69	0.39	0.25	0.35	1.04	1.41	1.48	13.14
DETECTOR CHECKS	0.01	0.00	0.01	0.01	0.00	0.01	0.01	0.00	0.01	0.01	0.00	0.00	0.07
NON-RES. IRRIGATION	6.73	5.04	2.23	2.31	1.26	0.31	0.21	0.13	0.15	3.05	2.08	4.91	28.41
RAW WATER	7.92	6.89	7.00	8.07	6.82	5.72	0.91	0.00	3.93	4.20	7.39	7.46	66.32
PORTABLE METERS	0.53	0.26	0.33	0.30	0.26	0.18	0.15	0.14	0.13	0.19	0.23	0.27	2.97
CONSTRUCTION	0.38	0.38	0.31	0.39	0.30	0.29	0.28	0.26	0.30	0.32	0.33	0.30	3.83
<b>TOTAL - MG</b>	<b>68.43</b>	<b>62.77</b>	<b>58.83</b>	<b>61.93</b>	<b>52.17</b>	<b>45.37</b>	<b>36.95</b>	<b>33.41</b>	<b>41.53</b>	<b>52.99</b>	<b>58.35</b>	<b>62.05</b>	<b>634.79</b>

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

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.015
Reservoir Cleaning	
Automatic Blowoffs	0.162
Dewatering Operations	
Other (includes flow testing)	0.000
<b>DISCHARGES GRAND TOTAL (MG)</b>	
<b>0.177</b>	

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

Nunes  
 Rainfall in Inches

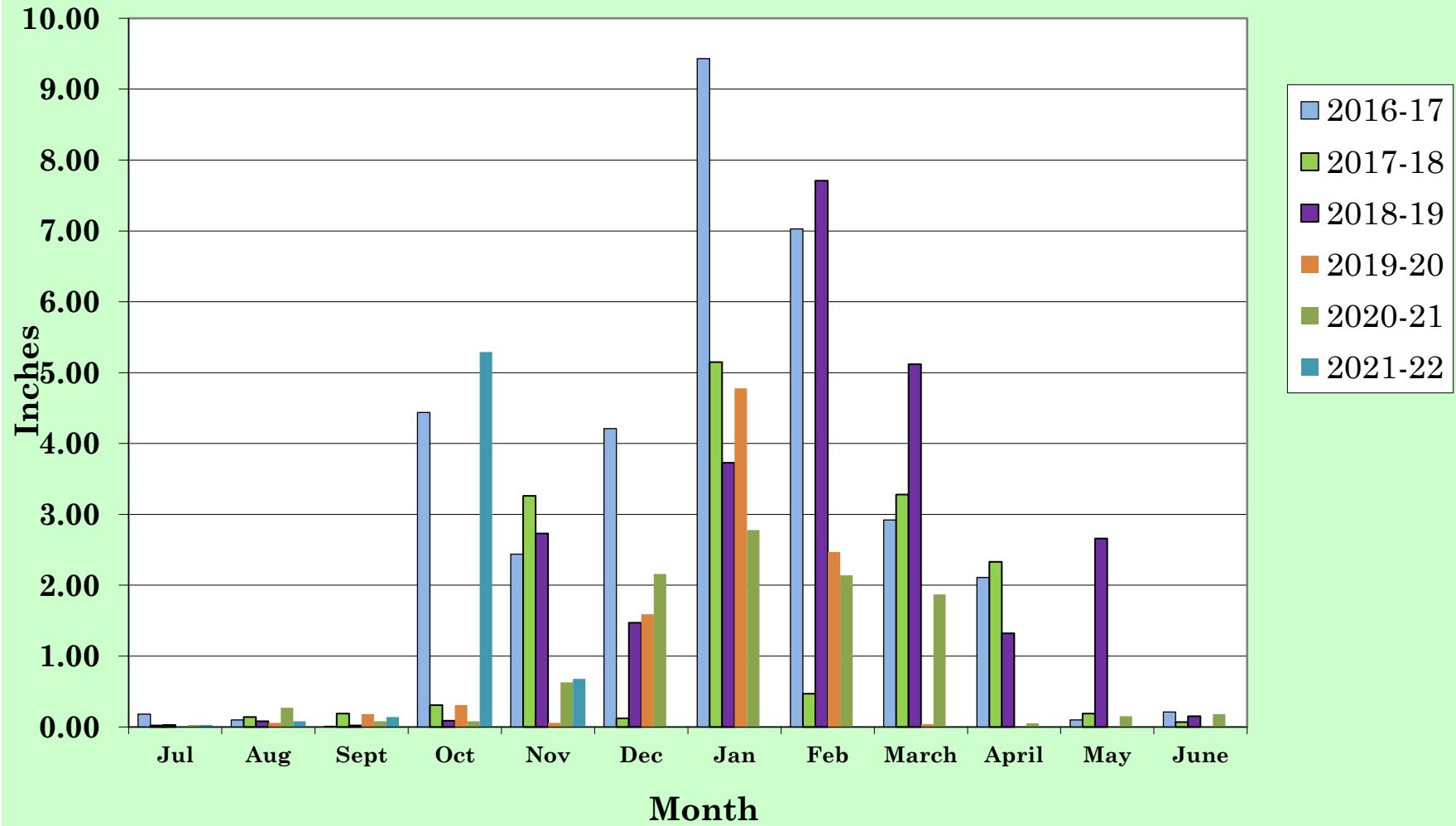
	2021						2022					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.27							
2	0	0	0	0	0.01							
3	0	0	0	0	0.11							
4	0	0.02	0	0	0.01							
5	0	0.02	0	0	0							
6	0	0	0	0	0							
7	0	0.02	0	0.01	0							
8	0	0.01	0	0	0.17							
9	0	0	0	0	0.06							
10	0	0	0	0	0							
11	0	0	0	0	0							
12	0	0	0	0	0							
13	0	0	0	0	0							
14	0	0	0	0	0							
15	0	0	0	0	0							
16	0	0	0	0	0							
17	0	0	0	0	0							
18	0	0	0.04	0.05	0							
19	0	0	0.01	0	0.04							
20	0.01	0	0	0.03	0							
21	0	0	0	1.08	0.01							
22	0	0	0	1.07	0							
23	0.02	0	0	0	0							
24	0	0	0.01	0.94	0							
25	0	0	0	2.08	0							
26	0	0	0.01	0.01	0							
27	0	0	0.06	0	0							
28	0	0	0.01	0	0							
29	0	0.01	0	0	0							
30	0	0	0	0	0							
31	0	0		0.02								
Mon.Total	0.03	0.08	0.14	5.29	0.68							
Year Total	0.03	0.11	0.25	5.54	6.22							



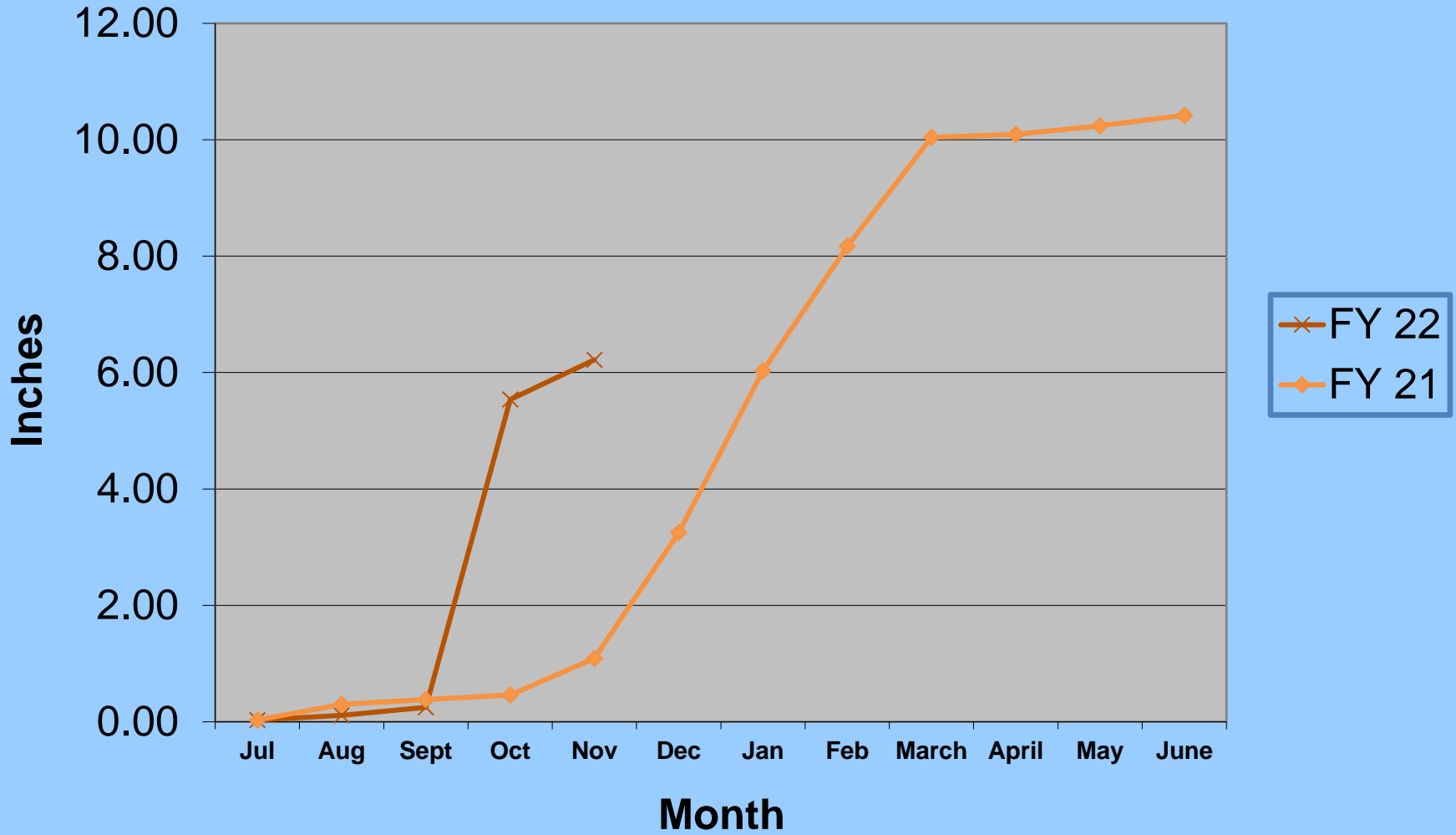
# Coastside County Water District

## Rainfall by Month

Fiscal Years 17 - 22

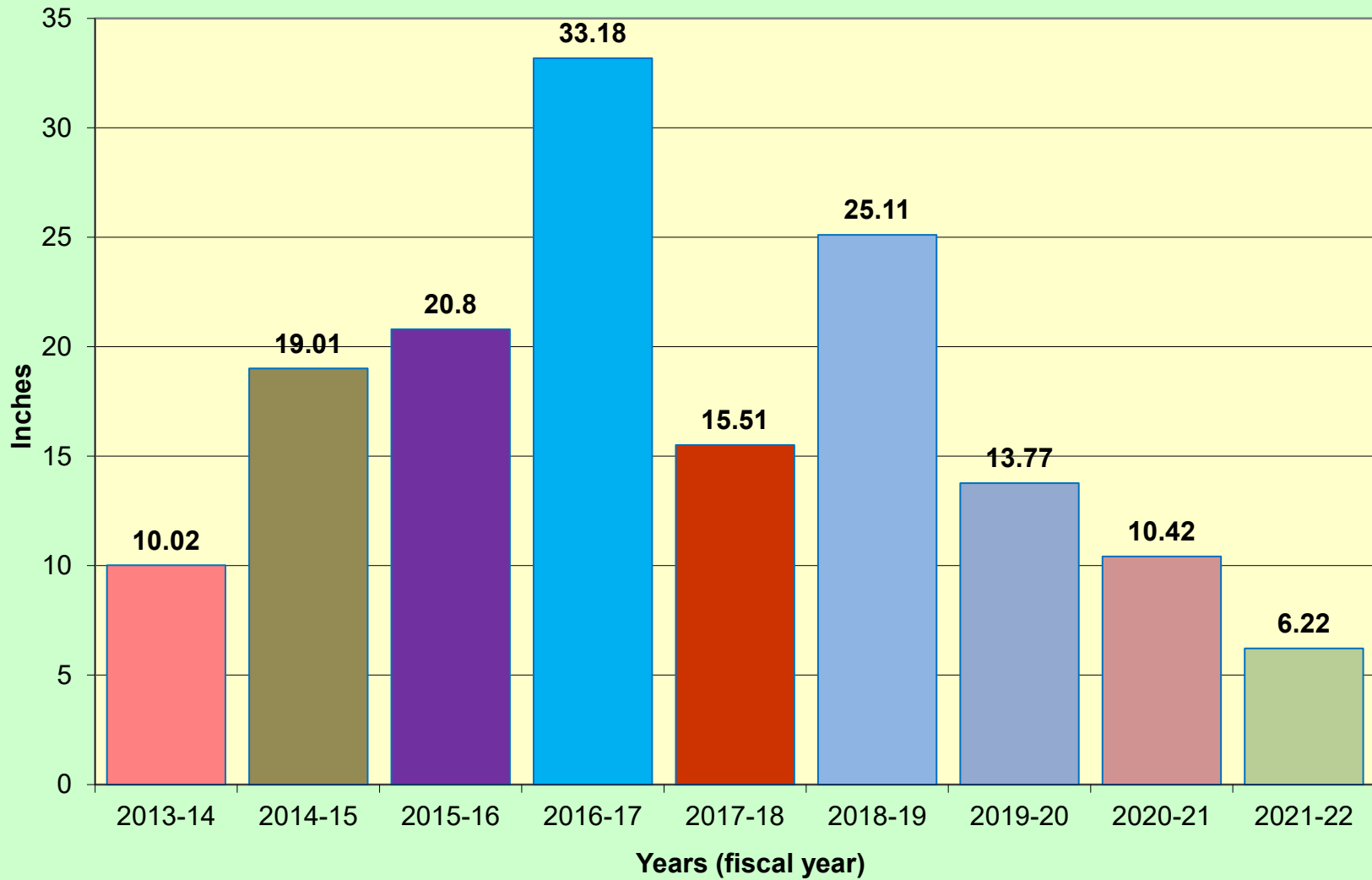


# Rainfall Total Comparison Fiscal Years 21-22



# Rain Totals

## Fiscal Years 14 - 22



**STAFF REPORT**

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

**From: Mary Rogren, General Manager**

**Agenda: December 14, 2021**

**Date: December 1, 2021**

**Subject: Notice of Completion - Denniston Reservoir Maintenance Dredging Project for Year 2021**

---

**Recommendation:**

That the Board of Directors take the following actions:

- (1) Accept the Denniston Reservoir Maintenance Dredging Project for year 2021 as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

**Background**

Coastside County Water District entered into a contract with Andreini Bros., Inc. on October 1, 2021 for the Denniston Reservoir Maintenance Dredging Project.

The work consisted of dredging Denniston Reservoir of 400 cubic yards around the Denniston Water Treatment Plant intakes. The site of the work is located in the unincorporated community of El Granada, San Mateo County, at 150 Denniston Creek Road. (APN 037-320-140).

The work was completed on October 6, 2021 in accordance with District specifications.

**Fiscal Impact:** None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name  
Street  
Address  
City &  
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

### NOTICE OF COMPLETION

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

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

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

3. On December 14, 2021 there was completed upon the hereinafter described real property a work of improvement as a whole named Denniston Reservoir Maintenance Dredging Project for Year 2021. The work consisted of dredging Denniston Reservoir of 400 cubic yards around the Denniston Water Treatment Plant intakes.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros. Inc., 151 Main Street, Half Moon Bay, CA 94019.

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

*The work is located within property owned by the District at 150 Denniston Creek Road, El Granada, California (Assessor Parcel Number 037-320-140).*

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

COASTSIDE COUNTY WATER DISTRICT

BY: \_\_\_\_\_  
Mary Rogren, Secretary

**VERIFICATION**

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

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

Executed on December 14, 2021, at Half Moon Bay, California  
(Date) (Place where signed)

By: \_\_\_\_\_  
Mary Rogren,  
Secretary of the District

## **STAFF REPORT**

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

**From: Mary Rogren, General Manager**

**Agenda: December 14, 2021**

**Date: December 2, 2021**

**Subject: Notice of Completion - District Office Hardscape Renovation Project**

---

### **Recommendation:**

That the Board of Directors take the following actions:

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

### **Background**

Coastside County Water District entered into a contract with Andreini Bros, Inc. on May 11, 2021, the District Office Hardscape Renovation Project.

1. Replacement of existing ramp and handrails with ADA compliant ramp (concrete, salted and colored finish) and handrails.
2. Replacement of existing stairs and handrails with ADA complaint ramp (concrete, salted and colored finish) and handrails.
3. The replacement of concrete walkway with salted, colored concrete walkway to match the new ramps.
4. The temporary relocation of existing boulders.
5. The installation of irrigation sleeves.
6. The installation of a bench to serve bus stop.
7. The installation of decorative permeable pavers and decomposed granite to cover previously landscaped area.

The work was performed under a City of Half Moon Bay building permit number B2021-00320. All work was located within the District owned property situated at 766 Main Street, Half Moon Bay, California, Assessor Parcel Number (APN) 056-191-190.

Work was completed on November 4, 2021. The project was constructed according to District specifications.

**Fiscal Impact:**       None.



RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name  
Street  
Address  
City &  
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

### NOTICE OF COMPLETION

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

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

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

3. On December 14, 2021 there was completed upon the hereinafter described real property a work of improvement as a whole named District Office Hardscape Renovation Project. The work consisted of Replacement of existing ramp and handrails with ADA compliant ramp (concrete, salted and colored finish) and handrails. Replacement of existing stairs and handrails with ADA complaint ramp (concrete, salted and colored finish) and handrails. Replacement of concrete walkway with salted, colored concrete walkway to match the new ramps. Temporary relocation of existing boulders. Installation of irrigation sleeves. Installation of a bench to serve bus stop. Installation of decorative permeable pavers and decomposed granite to cover previously landscaped area.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros. Inc., 151 Main Street, Half Moon Bay, CA 94019.

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

*All work was located within the District owned property situated at 766 Main Street, Half Moon Bay, California, Assessor Parcel Number (APN) 056-191-190*

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

COASTSIDE COUNTY WATER DISTRICT

By: \_\_\_\_\_  
Mary Rogren, Secretary

**VERIFICATION**

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

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

Executed on December 14, 2021, at Half Moon Bay, California  
(Date) (Place where signed)

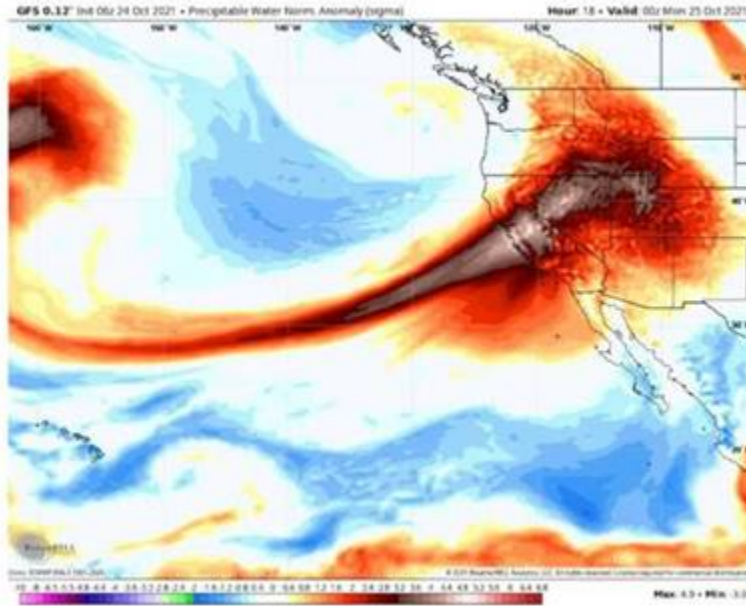
By: \_\_\_\_\_  
Mary Rogren,  
Secretary of the District

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

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
Thomas J. Callan III and Jennifer Callan Desler, Trustees	048-121-120	Thomas J. Callan III and Jennifer Callan Desler, Trustees	056-104-160	One (1) 5/8"	November 8, 2021

# San Francisco Public Utilities Commission Hydrological Conditions Report October 2021

J. Chester, C. Graham, N. Waelty, October 15, 2021



A Category 5 Atmospheric River hit central California the last week of October. This event resulted in 6.32 inches precipitation in the six-station precipitation index, equivalent to what is expected in our wettest month (January – Figure 2). The map above shows that this storm came from the south in the central Pacific, resulting in relatively warm temperatures, elevated reservoir inflows and minimal snow accumulation. Water Available to the City from this storm totaled over 80 TAF – more than the 57 TAF seen in all of Water Year 2021.

## System Storage

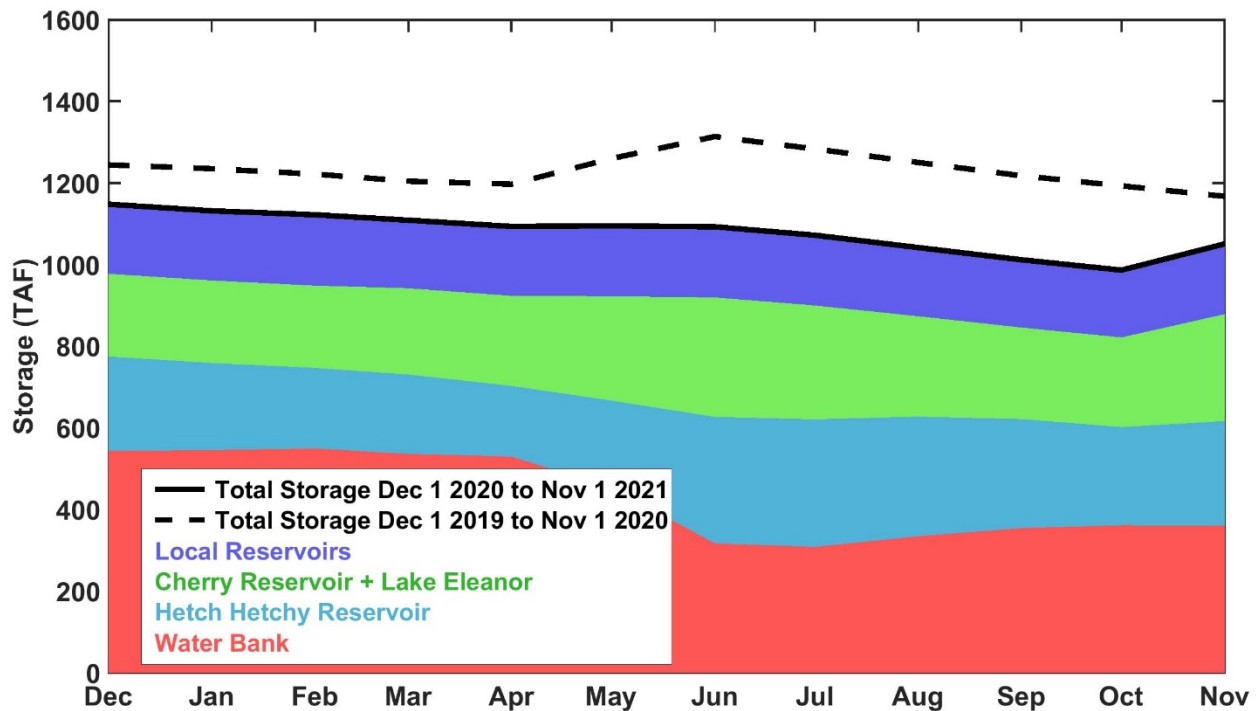
Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of November 1, 2021							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	255,916		360,360		104,444		71%
Cherry Reservoir <sup>2</sup>	238,879		268,800		29,921		89%
Lake Eleanor <sup>3</sup>	23,169		21,495		0		100%
Water Bank	361,056		570,000		208,944		63%
Tuolumne Storage	879,020		1,220,655		341,635		72%
<b>Local Bay Area Storage</b>							
Calaveras Reservoir	55,108	17,957	96,824	31,550	41,716	13,593	57%
San Antonio Reservoir	42,636	13,893	50,496	16,454	7,859	2,561	84%
Crystal Springs Reservoir	55,768	18,172	58,377	19,022	2,609	850	96%
San Andreas Reservoir	16,594	5,407	18,996	6,190	2,403	783	87%
Pilarcitos Reservoir	1,989	648	2,995	976	1,005	328	66%
Total Local Storage	172,095	56,077	227,688	74,192	55,592	18,115	76%
<b>Total System</b>	<b>1,051,115</b>		<b>1,448,343</b>		<b>397,227</b>		<b>73%</b>

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

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

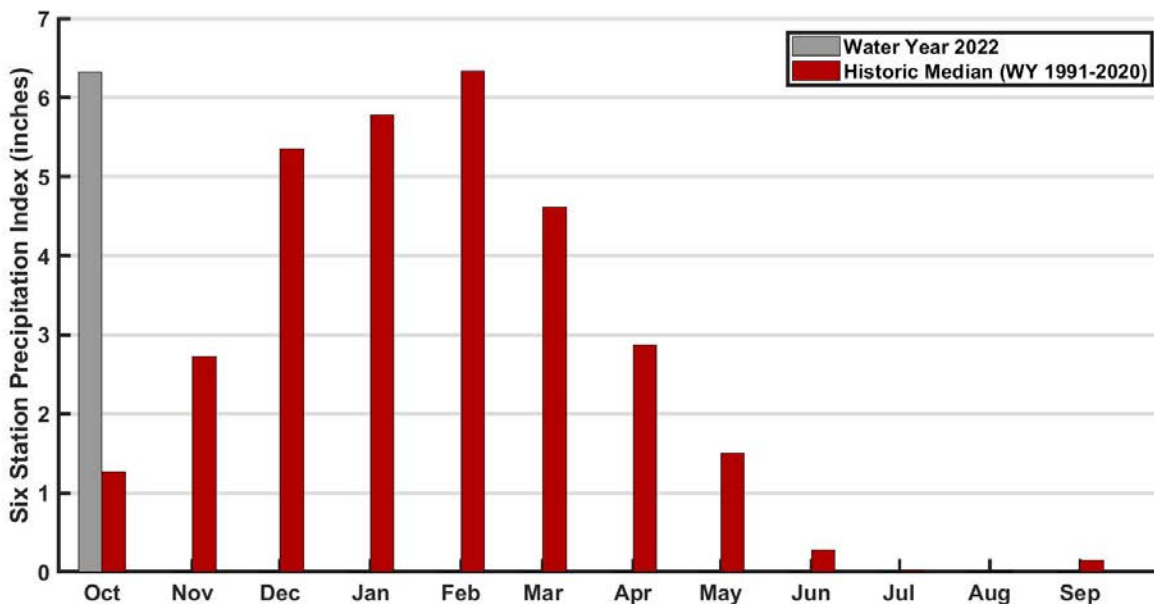
<sup>3</sup> Maximum Lake Eleanor storage with flash-boards out.



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

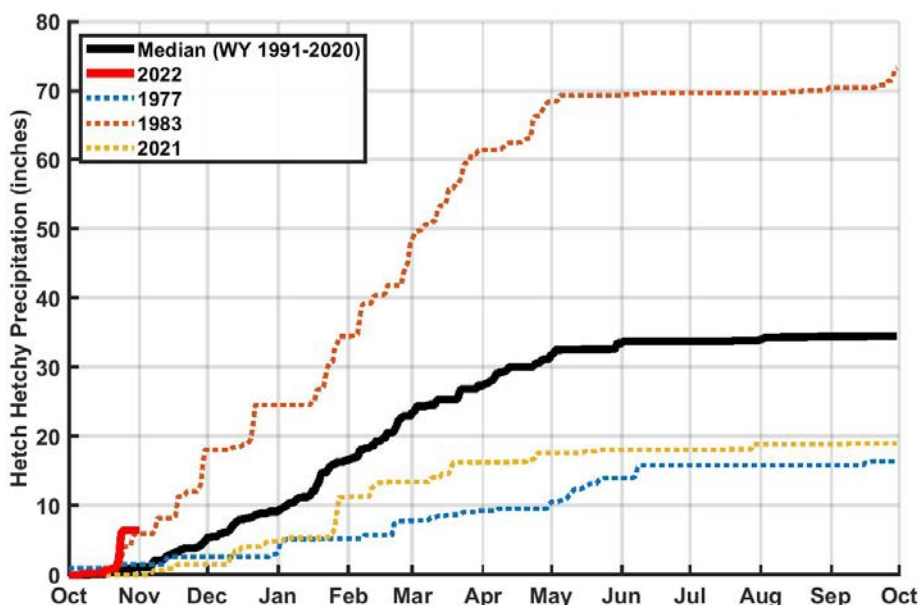
## Hetch Hetchy System Precipitation Index

*Current Month:* The October 2021 six-station precipitation index was 6.32 inches, or 309% of the average long-term index for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.



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

*Cumulative Precipitation to Date:* As of November 1, the six-station precipitation index for Water Year (WY) 2022 was 6.32 inches, which is 17% of the average annual total. The Hetch Hetchy Weather Station received 6.43 inches of precipitation in October resulting in a total of 6.43 inches for WY 2022, or 300% of average to-date. 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 October 2021 and the water year to date is summarized below in Table 2.

<b>Table 2 Calculated Reservoir Inflows and Water Available to City</b>								
* All flows are in acre-feet	October 2021				October 1, 2021 Through October 31, 2021			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	41,044	2,653	7,105	578%	41,044	2,653	7,105	578%
Inflow to Cherry Reservoir and Lake Eleanor	56,170	2,862	7,668	733%	56,170	2,862	7,668	733%
Tuolumne River at La Grange	118,854	10,873	20,887	569%	118,854	10,873	20,887	569%
Water Available to City	80,691	0	5,648	1429%	80,691	0	5,648	1429%

<sup>1</sup>Hydrologic Record: 1991-2020

### Hetch Hetchy System Operations

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 25,559 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for October were 35 cfs. Total precipitation for Water Year 2021 has resulted in a Water Year Type C for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream releases will remain 35 cfs through the end of the calendar year.

Cherry Reservoir valve and power draft releases totaled 5,076 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir for October was 5 cfs and will stay at 5 cfs in November. Lake Eleanor required release for October was 10 cfs and decreased to 5 cfs for November.

San Joaquin Pipeline average deliveries were 230 MGD until October 26, when the diversion rate was decreased to 205 for the remainder of the month.

### Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for October was 21 MGD. The Sunol Valley Water Treatment Plant production for the month was 5 MGD.

### Local System Water Delivery

The average October delivery rate was 190 MGD, which is an 11% decrease below the September delivery rate of 214 MGD.

## Local Precipitation

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

Weather Station Location	October		October 1, 2021 through October 31, 2021	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	11.87	965%	11.87	965%
Lower Crystal Springs Reservoir	6.08	856%	6.08	856%
Calaveras Reservoir	4.86	1,013%	4.86	1,013%

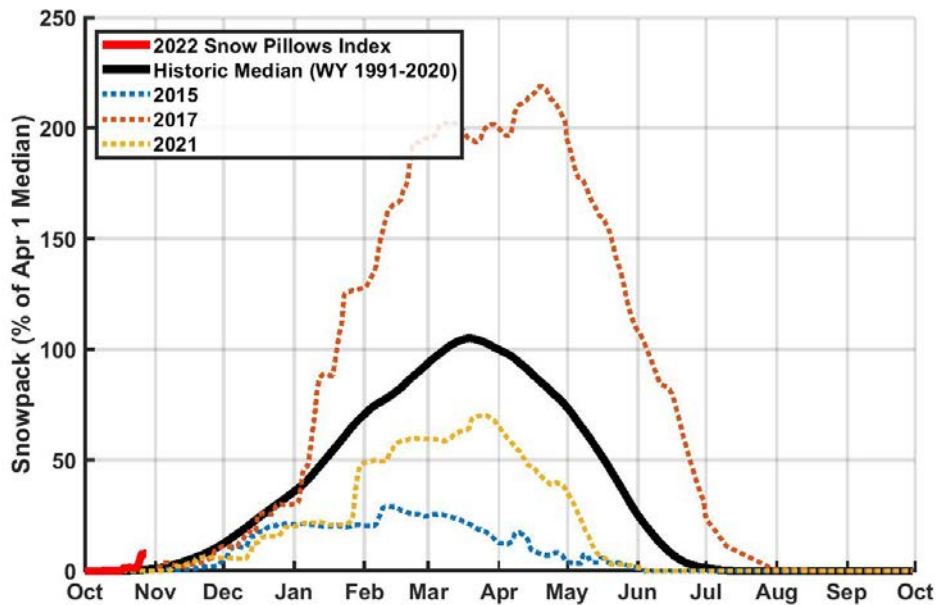
\*Mean Period = WY 1991-2020

## Water Supply and Planned Water Supply Management

Hetch Hetchy Reservoir is drafting via SJPL deliveries and instream releases. Cherry Reservoir storage is being managed via drafting with instream releases and scheduled generation at Holm Powerhouse. Lake Eleanor is drafting with instream release. The Cherry-Eleanor Pumps are activated and transferred 6,682 acre feet of water from Lake Eleanor into Cherry Reservoir. Water Bank has begun debiting as reservoir inflows exceed releases.

### Storm Event:

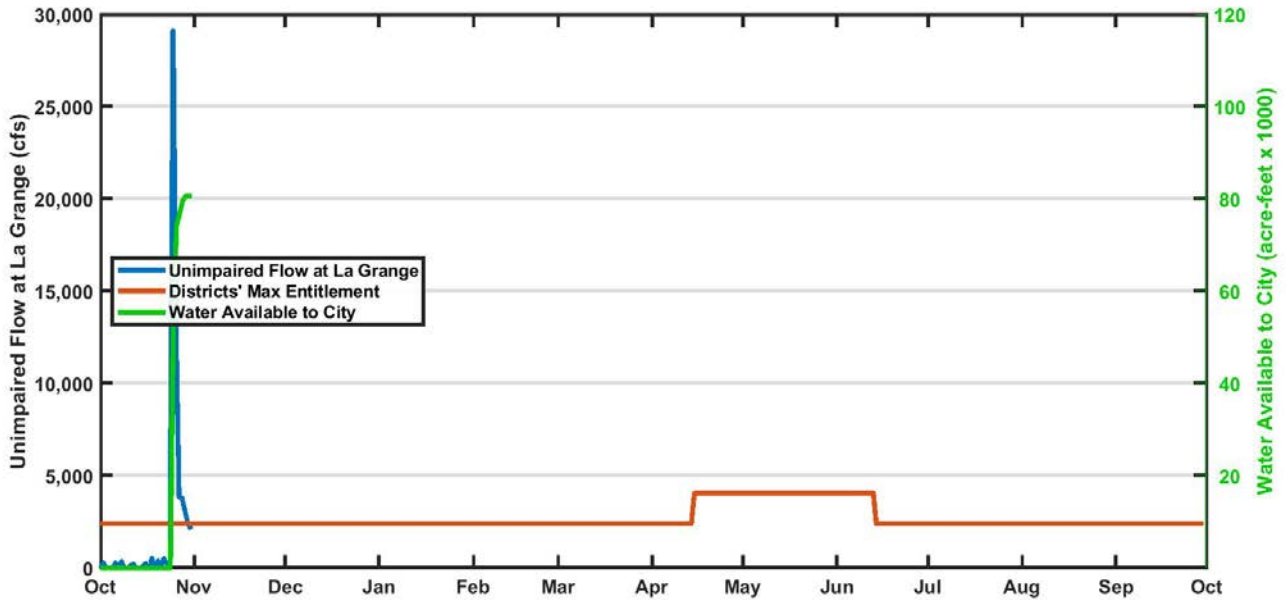
The Cherry Creek watershed was favored during the late October storm event, with instantaneous inflows of more than 20,000 cfs. Hetch Hetchy had 15,800 cfs and Lake Eleanor 9,000 cfs. In terms of daily averages, Cherry's inflows were the highest on record for the month of October, and Hetch Hetchy and Eleanor's came in second place to an October 2010 event. The storm also produced up to 5 inches of SWE at the higher elevations resulting in a measurable snowpack (Figure 5).



**Figure 5:** Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin. Stars are an average of the snow survey sites in the basin.



Due to the significant inflows produced in the late October storm event, there has been 80,691 acre-feet of water available to the city as of November 1<sup>st</sup> (Figure 6). This is more than the WY2021 total of 56,864 acre-feet.



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

# San Francisco Public Utilities Commission

## Hydrological Conditions Report

### November 2021

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



The Hetch Hetchy Capital Improvement Project (HCIP) team have begun construction on the Mountain Tunnel Flow Control Facility (MTFCF) at Priest Reservoir. The MTFCF will include redundance flow control valves installed in the Mountain Tunnel and will allow operations to maintain positive pressure in the lined and unlined section of the Mountain Tunnel when there is no Kirkwood generation. Another part of the MTFCF project is the construction of a new Priest Adit, which will connect to Mountain Tunnel upstream of the MTFCF and allow access to Mountain Tunnel for routine maintenance and repairs. In the picture above the MTFCF will be in approximate location of the yellow crane on the left side of the picture. The new Priest Adit will start near the gray wall on the right side of the picture and terminate at Mountain Tunnel.

## System Storage

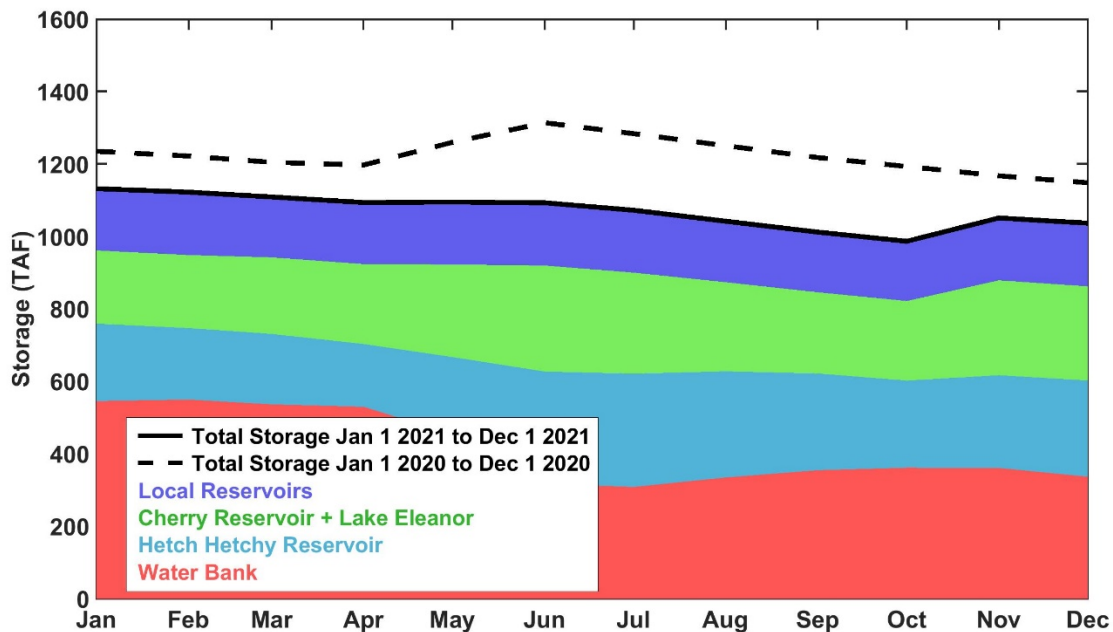
Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of December 1, 2021							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	265,544		340,830		75,286		78%
Cherry Reservoir <sup>2</sup>	241,967		268,800		26,833		90%
Lake Eleanor <sup>3</sup>	17,976		21,495		3,519		84%
Water Bank	336,899		570,000		233,101		59%
Tuolumne Storage	862,386		1,201,125		338,739		72%
<b>Local Bay Area Storage</b>							
Calaveras Reservoir	54,896	17,888	96,824	31,550	41,927	13,662	57%
San Antonio Reservoir	47,889	15,605	50,496	16,454	2,606	849	95%
Crystal Springs Reservoir	53,386	17,396	58,377	19,022	4,990	1,626	92%
San Andreas Reservoir	16,177	5,271	18,996	6,190	2,819	919	85%
Pilarcitos Reservoir	2,058	671	2,995	976	936	305	69%
Total Local Storage	174,408	56,831	227,688	74,192	53,280	17,361	77%
<b>Total System</b>	<b>1,036,794</b>		<b>1,428,813</b>		<b>392,019</b>		<b>73%</b>

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

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

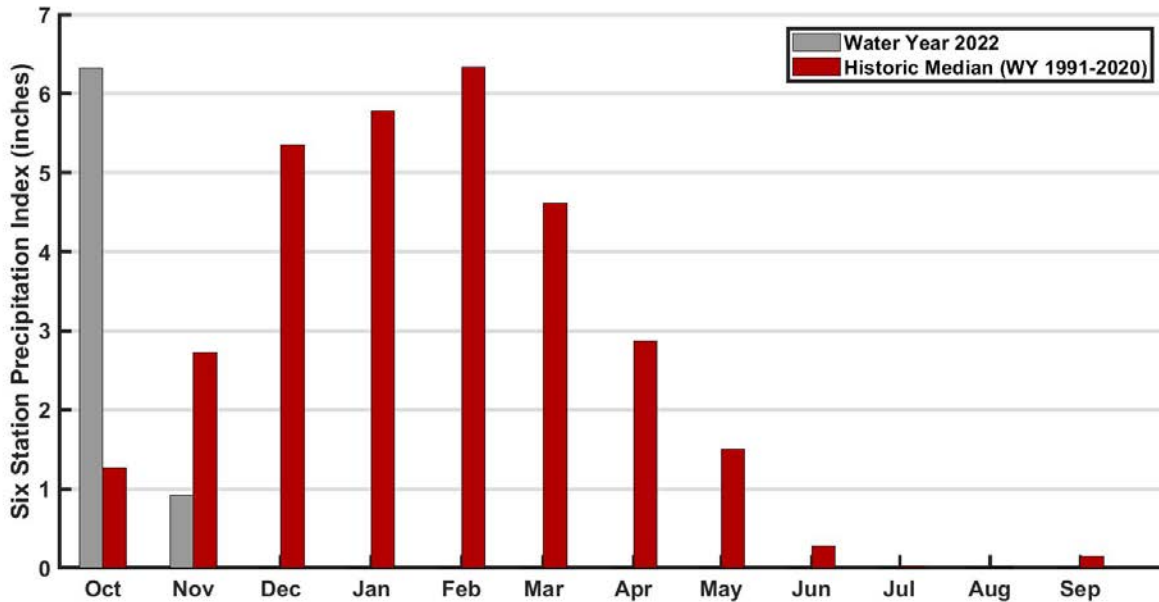
<sup>3</sup> Maximum Lake Eleanor storage with flash-boards out.



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

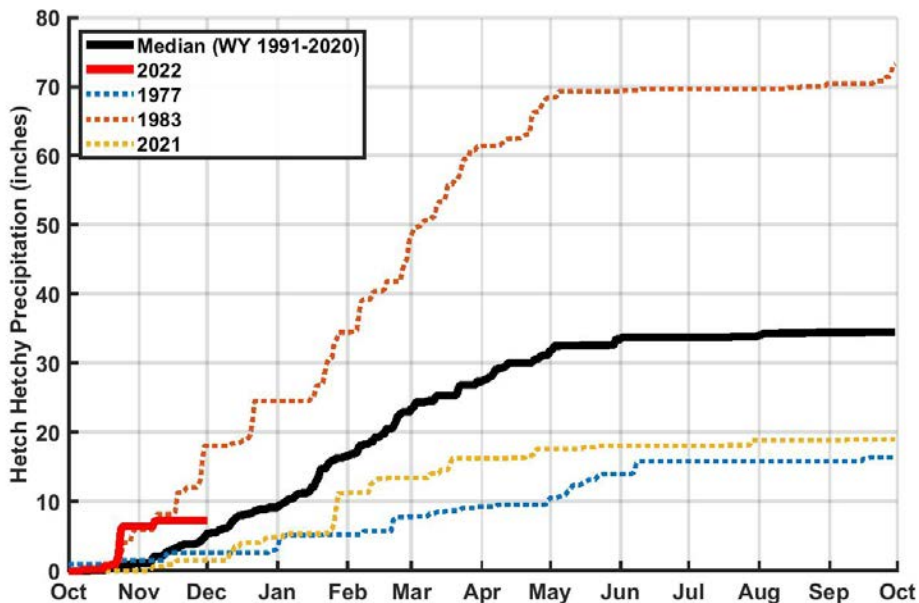
## Hetch Hetchy System Precipitation Index

*Current Month:* The November 2021 six-station precipitation index was 0.93 inches, or 34% of the average long-term index for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.



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

*Cumulative Precipitation to Date:* As of December 1, the six-station precipitation index for Water Year (WY) 2022 was 7.25 inches, which is 23% of the average annual total. The Hetch Hetchy Weather Station received 0.88 inches of precipitation in November resulting in a total of 7.31 inches for WY 2022, or 122% of average to-date. 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 November 2021 and the water year to date is summarized below in Table 2.

<b>Table 2 Calculated Reservoir Inflows and Water Available to City</b>								
* All flows are in acre-feet	November 2021				October 1, 2021 Through December 1, 2021			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	29,453	5,425	10,789	273%	70,497	8,245	17,893	394%
Inflow to Cherry Reservoir and Lake Eleanor	19,680	7,439	14,286	138%	75,850	13,413	21,953	346%
Tuolumne River at La Grange	59,131	18,084	33,098	179%	177,985	40,749	53,985	330%
Water Available to City	760	0	5,488	14%	81,451	328	11,136	731%

<sup>1</sup>Hydrologic Record: 1991-2020

### Hetch Hetchy System Operations

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 19,825 acre-feet. Hetch Hetchy Reservoir minimum instream release requirements for November were 35 cfs. Total precipitation for Water Year 2021 has resulted in a Water Year Type C for Hetch Hetchy Reservoir. Hetch Hetchy Reservoir instream releases will remain 35 cfs through the end of the calendar year.

Cherry Reservoir valve and power draft releases totaled 18,543 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir for November was 5 cfs and will stay at 5 cfs in December. Lake Eleanor required release for November was 5 cfs and will remain at 5 cfs for December.

San Joaquin Pipeline average deliveries were 205 MGD until November 9, when the diversion rate was decreased to 175 MGD for the remainder of the month.

### Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for November was 37 MGD. The Sunol Valley Water Treatment Plant was in standby for the month with no production.

### Local System Water Delivery

The average November delivery rate was 153 MGD, which is an 19% decrease below the October delivery rate of 190 MGD.

## Local Precipitation

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

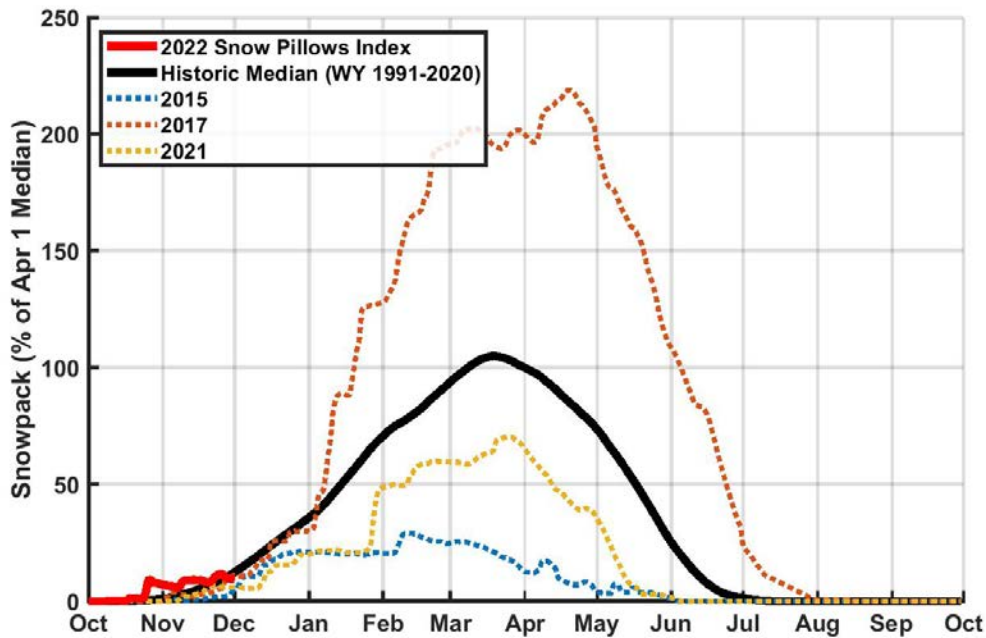
Weather Station Location	November		October 1, 2021 through November 30, 2021	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	2.41	69%	14.35	303%
Lower Crystal Springs Reservoir	1.20	52%	7.31	244%
Calaveras Reservoir	0.45	22%	5.31	212%

\*Mean Period = WY 1991-2020

## Water Supply and Planned Water Supply Management

Hetch Hetchy Reservoir is drafting via SJPL deliveries, Fish Hatchery flows, and instream releases. Cherry Reservoir storage is being managed at seasonal storage targets (240-248 TAF) via scheduled generation at Holm Powerhouse. Lake Eleanor is drafting with instream release. The Cherry-Eleanor Pumps are activated and transferring 160-200 cfs around the clock from Lake Eleanor into Cherry Reservoir. Water Bank has begun debiting slightly as reservoir inflows exceed releases.

The snowpack SWE is near the historic median as of December 1, with most of the snow coming from the late October storm event (Figure 5).



**Figure 5:** Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin. Stars are an average of the snow survey sites in the basin.

Due to the inflows produced in two storm events, late October and early November, there has been 84,451 acre-feet of water available to the city as of December 1 (Figure 6).

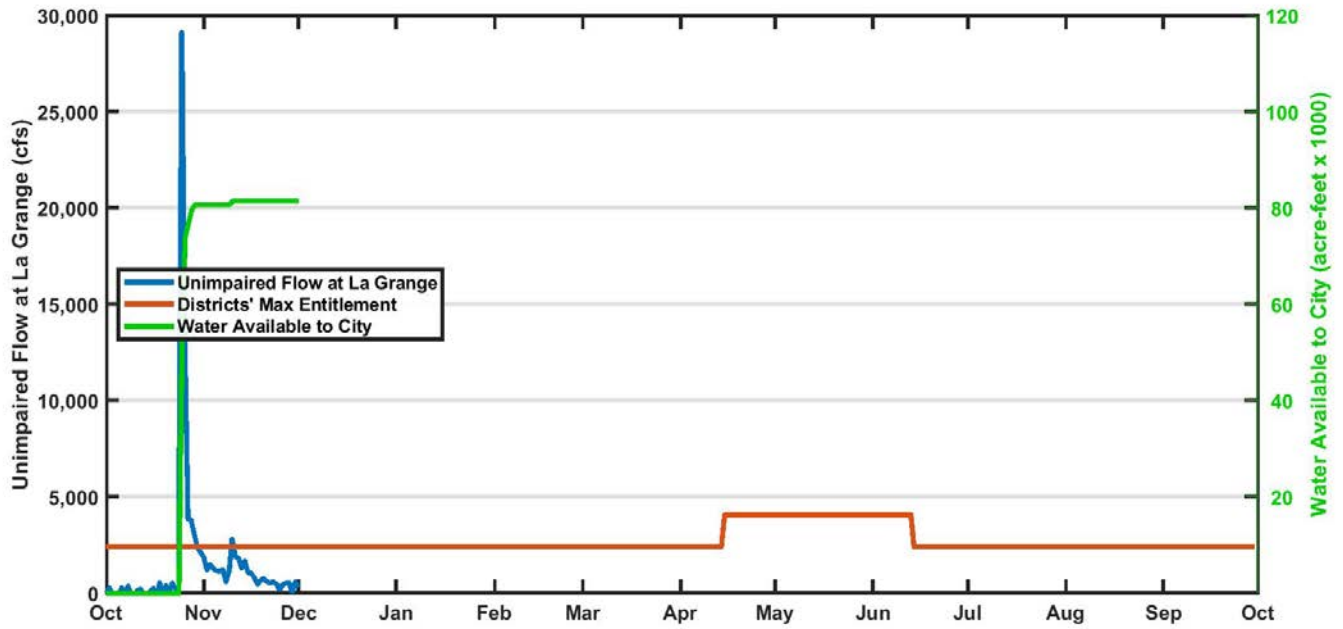


Figure 6: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

## **STAFF REPORT**

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

**From: Mary Rogren, General Manager**

**Agenda: December 14, 2021**

**Report Date: December 10, 2021**

**Subject: District Transparency Certificate of Excellence awarded through the Special District Leadership Foundation**

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### **Recommendation:**

None. Information Only.

### **Background:**

In June of 2017 the Superior Court of California, County of San Mateo released the Grand Jury's Report entitled "Can We See You Now? San Mateo County's Independent Special Districts Website Transparency Update", which was a follow up to the Grand Jury's 2014 report, "Partly Cloudy with a Chance of Information". The reports provided findings and recommendations pertaining to website transparency issues with 23 independent special districts operating within San Mateo County.

At the July 11, 2017 Coastside County Water District's Board of Directors Meeting, the Board approved the District's response to the findings and recommendations prepared by District staff. One of the recommendations encouraged submitting an application for the District Transparency Certificate of Excellence to the California Special Districts Special Leadership Foundation. District staff submitted this application and was awarded the Certificate of Excellence in October of 2019 for a duration of two years.

Staff has recently been working on the submittal application to renew the District Transparency Certificate of Excellence, which included meeting a number of basic requirements, a listing of website requirements, as well as fulfilling a number of outreach/best practices requirements.

The overall purpose of the District Transparency Certificate of Excellence is to promote transparency in the operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts in transparency.

The application was recently approved and staff has been advised that Colleen Haley, Public Affairs Field Coordinator, will be presenting the Certificate of Excellence at the December 14, 2021 CCWD Board of Directors Meeting.



SDLF



SPECIAL DISTRICT  
LEADERSHIP FOUNDATION

October 12, 2021

Mary Rogren  
Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019

RE: District Transparency Certificate of Excellence Approval

Dear Mary Rogren:  
Congratulations! Coastside County Water District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, Coastside County Water District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Congratulations and thank you for your dedication to excellence in local government.

Most sincerely,

David Aranda  
SDLF Board President

OUR COMMITMENT TO TRANSPARENCY



**SPECIAL DISTRICT  
LEADERSHIP FOUNDATION**

# DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE RECIPIENT

[sdlf.org](http://sdlf.org)

A large white graphic of a four-leaf clover is centered in the lower half of the page. A yellow circle is positioned at the center of the clover, containing the year '2021'. A yellow crosshair is overlaid on the clover, with the circle at its intersection.

**2021**

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 14, 2021

**Date:** December 10, 2021

**Subject:** Election of Coastside County Water District Board President and Vice-President

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**Recommendation:**

Consider election of officers.

**Background:**

Traditionally, the Coastside County Water District Board of Directors considers the election of officers for Board President and Vice-President annually, at the December Board meeting.

**Fiscal Impact:**

None.

## STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: December 14, 2021

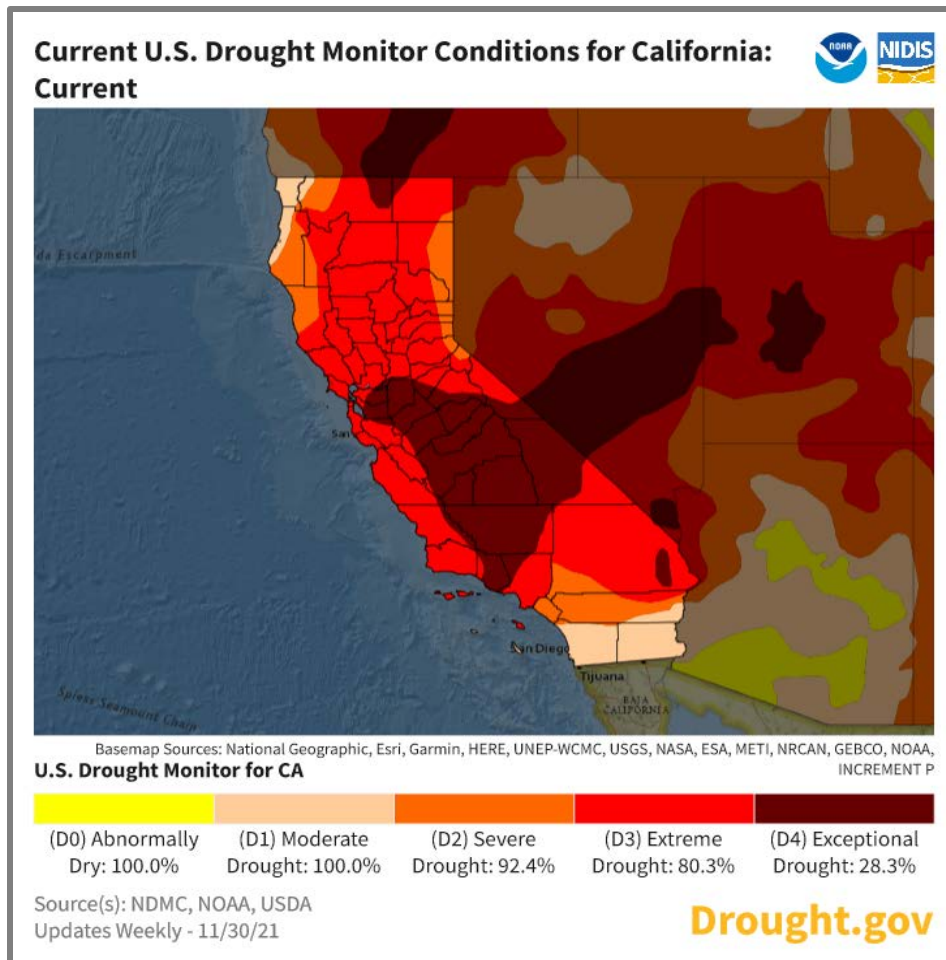
Report: December 7, 2021

Subject: Water Shortage Advisory and Public Outreach Update

Attachment: List of Outreach for the Water Shortage Advisory

### Background

The SFPUC has been asking wholesale customers to implement voluntary reductions in water purchases by 15 percent as of July 12, 2021. SFPUC's request for voluntary reductions in water purchases aligns with Governor Newsom's July 8<sup>th</sup> Executive (N-10-21) Order that calls on all Californians to voluntarily reduce their water use by 15 percent from calendar year 2020.



The table below provides a timeline of milestones.

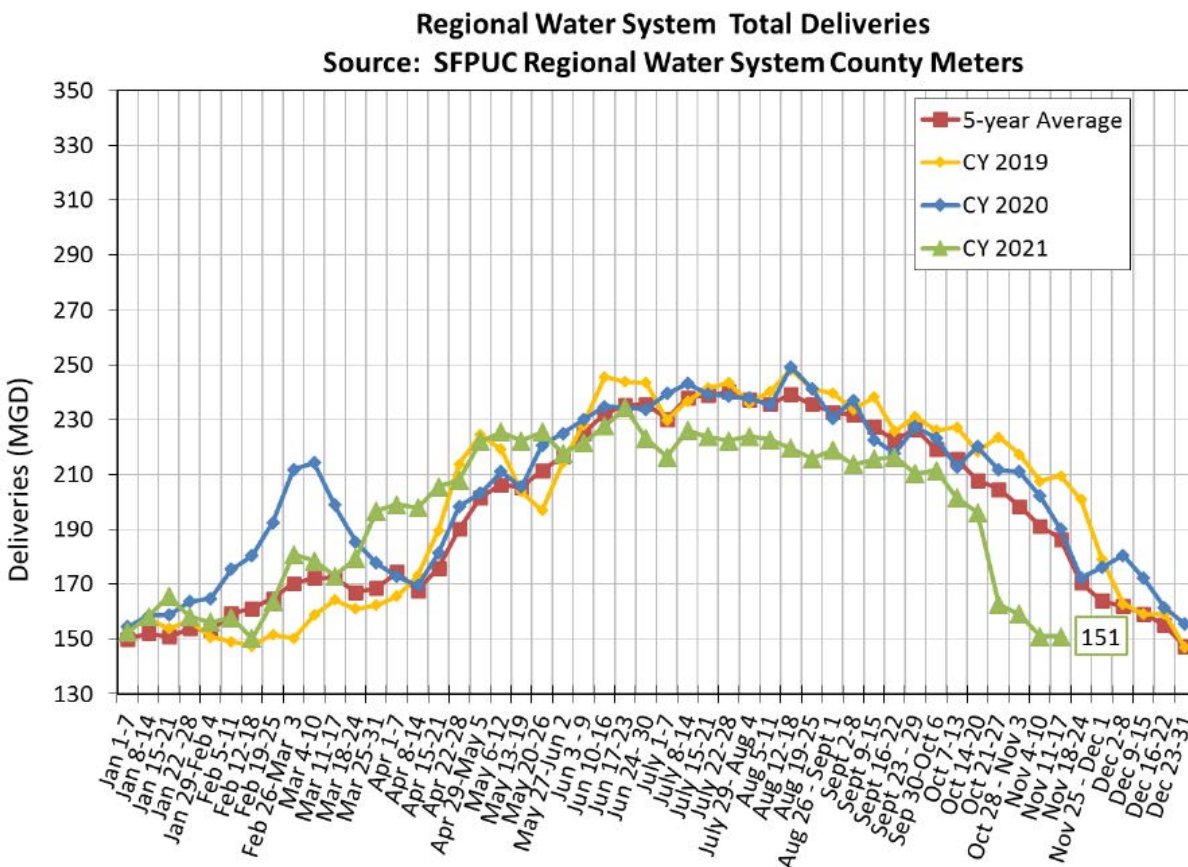
Milestones	
4/21/2021	Governor Newsom issued proclamation of state of emergency for the counties impacted the most severely by drought conditions, after two years of below normal precipitation. San Mateo County was not included on this initial proclamation.
4/15/2021	SFPUC requests voluntary 10 percent reduction in irrigation (outdoor) water use starting July 1, 2021. Goal is not to exceed 2019 summer water demand.
5/10/2021	Governor Newsom expanded on the 4/21/2021 proclamation and included more counties.
5/11/2021	The BOD approved Coastside CWD implementing Stage 1 of the District’s WSCP – Water Shortage Advisory
7/8/2021	Governor Newsom’s Executive Order N-10-21 includes San Mateo County and Santa Clara County in the declaration of a drought emergency. Alameda County was already included in the drought emergency. San Francisco County is not included. “I call on all Californians to voluntarily reduce their <i>(total)</i> water use by 15 percent from their <i>(CY)</i> 2020 levels.”
7/12/2021	SFPUC revises their request to align with Governor Newsom’s request that total water use be voluntarily reduced by 15 percent from 2020 water usage levels.
8/19/2021	Curtailment order for the Delta Watershed (including the San Joaquin River watersheds) authorized by the State Water Resources Control Board and approved by the Office of Administrative Law on August 19, 2021. <a href="https://www.waterboards.ca.gov/drought/delta/">https://www.waterboards.ca.gov/drought/delta/</a>
9/26/2021	Warning from BAWSCA of elevated water rationing status from SFPUC. Mandatory rationing request by SFPUC of at least 10 percent as early as late October due to curtailment orders on the SF Bay-Delta tributaries.
11/23/2021	SFPUC declared a water shortage emergency with voluntary measures to meet a <b>10 percent reduction for wholesale customers</b> , which triggers Tier 1 and Tier 2 allocation agreements. SFPUC retail customers will voluntarily reduce 5 percent. <b>January is the target for implementation of Tier 2 allocations.</b>
11/30/2021	On January 9 <sup>th</sup> , 2022 the State Water Resources Control Board will consider a proposed resolution adopting emergency regulations adding new sections to title 23 of the California Code of Regulations.

## **Report**

San Mateo County is experiencing extreme drought conditions and watersheds in Alameda County and Tuolumne County are experiencing extreme drought conditions. The watersheds that the District relies on for water supply have experienced two consecutive years of drought and those same watersheds are experiencing a third year of drought conditions as of November. The State’s curtailment orders on the Tuolumne River (Delta Watersheds) damage SFPUC’s ability to manage storage and access the water bank, according to SFPUC.

## SFPUC Update

The SFPUC declared a Water Shortage Emergency on November 23rd. This triggers SFPUC providing monthly water allocations (Water Supply Agreement Attachment H) to all the wholesale customers. The base year upon which the allocations are calculated is fiscal year 2020 (FY 2019-2020). Coastside CWD's allocation will be based on the water purchased from SFPUC during FY 2019-2020. San Francisco Water will be sending the wholesale customers their monthly allocations mid-December. The allocations will be effective in January. The District is billed monthly from SFPUC. The read dates for the District are around the 8<sup>th</sup> or 9<sup>th</sup> of each month which means that our January allocation will be from January 8<sup>th</sup> through February 8<sup>th</sup>, plus or minus a day. The billing statement received from SFPUC around the 15<sup>th</sup> of February will be the first statement reflecting the water budget (allocation). Each wholesale customer will be given a monthly report showing their compliance with their allocation. SFPUC will likely increase wholesale water rates (July 2022) to provide revenue stability. Total demand on the RWS has been declining in recent months. This is exactly what the SFPUC would like to see continue through the winter months to avoid going into mandatory measures. The graph below shows (green line) water deliveries from SFPUC to all customers for calendar year 2021.



### **State Water Resources Control Board (SWRCB)**

The SWRCB has determined that an emergency exists due to severe drought conditions and immediate action is needed. The SWRCB has the authority (CWC section 1058.5) to adopt emergency regulations in drought years to *“prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion, of water to promote water recycling or water conservation, to require curtailment of diversions when water is not available under the diverter’s priority of right, or in furtherance of any of the foregoing, to require reporting of diversion or use of the preparation of monitoring reports.”*. The SWRCB will consider a proposed resolution adopting emergency regulations on January 4, 2022. The regulations include:

- ❖ Prohibiting incidental runoff
- ❖ Requiring shut-off nozzles on hoses
- ❖ Prohibiting the use of potable water to wash hard surface areas
- ❖ Prohibiting the use of potable water for street cleaning and construction
- ❖ Prohibiting irrigation within 48 hours after measurable rainfall
- ❖ Prohibiting the use of potable water for irrigation of turf on public street medians and between sidewalks and the street.

### **Outreach**

The District has continued to send written notifications to the single family accounts that are in the third tier of water usage. Attached to this staff report is a list of outreach activities since the District implemented the Water Shortage Advisory.

## Stage 1 - Water Shortage Advisory

Completed Outreach		
Month	Message	Task
May 2021	10 percent Reduction Outdoors	<p>Implemented WSCP Stage 1- Water Shortage Advisory</p> <p>E-Newsletter: Water Shortage Advisory (WSA) 10% Reduction of Outdoor Water Use</p> <p>Interview with KQED Radio</p> <p>Interview with HMB Review</p> <p>Fact Sheet 10 percent reduction in outdoor WSA</p> <p>Website updated to show Water Shortage Advisory Status under Drought</p>
June 2021	10 Percent Reduction Outdoors	Coastside Radio Interview
July 2021	15 Percent Reduction – Total – with emphasis on reducing irrigation	<p>Email to 800 high users identified by WaterSmart</p> <p>Letter to 120 high water users that don't have email</p> <p>Updated Fact Sheet to 15 percent reduction WSA</p> <p>Posted new fact sheet to website</p> <p>WSA message on home page of website</p> <p>Nextdoor Post - WaterSmart &amp; WSA</p> <p>Twitter Post - WaterSmart &amp; WSA</p> <p>Postcard - WaterSmart and 15 percent reduction</p> <p>Interview with Coastside News Group</p> <p>Billing Statement Message</p> <p>Banner (from last drought) placed on Building and Fence -no overspray from irrigation -use shutoff nozzles</p> <p>Delivered table tent cards to restaurants with the messaging that water is served on request.</p>



## Stage 1 - Water Shortage Advisory

Completed Outreach		
Month	Message	Task
August 2021	15 Percent Reduction -Total - with emphasis on reducing irrigation.	<p>Meeting with County of San Mateo Drought Task Force - Department of Emergency Management 8/3/2021</p> <p>Large banner installed 8/24/2021 on brick wall facing Main Street</p> <p>E-Newsletter: Water Waste Prohibitions 8/25/2021</p> <p>District reached out by either email or mail to 873 single family residential customers regarding irrigation or high water use.</p>
September 2021	15 Percent Reduction -Total - with emphasis on reducing irrigation	<p>Presentation to the Half Moon Bay Rotary Club 9/23/2021</p> <p>District reached out by either email or mail to 1,436 single family residential customers regarding irrigation or high water use.</p>
October 2021	<p>15 Percent Reduction -Total - with emphasis on reducing irrigation.</p> <p>Turn off you irrigation systems.</p>	<p>GM of District talked with AGM of San Francisco Water to discuss water supply shortage and the District's lack of local supplies during extreme drought. 10/12/2021</p> <p>Coastside Magazine (October 13, 2021) advertisement for Stage 1 Water Shortage Advisory</p> <p>Half Moon Bay Review (October 27, 2021) advertisement for Stage 1 Water Shortage Advisory</p> <p>District reached out by either email or mail to 1200 single family residential customers regarding irrigation or high water use.</p>
November 2021	<p>Turn off you irrigation systems.</p> <p>Fix leaks</p> <p>15 Percent Reduction -Total - with emphasis on reducing irrigation.</p>	<p>Interview with Coastside News Group 11/30/2021</p> <p>Working with WaterSmart to increase outreach in the first quarter of 2022.</p> <p>District reached out by either email or mail to 1723 single family residential customers regarding irrigation or high water use.</p>

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 14, 2021

**Report**

**Date:** December 9, 2021

**Subject:** Proposed Water Shortage Contingency Stage Rates Discussion and Frequently Asked Questions

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**Recommendation:**

Information Only.

**Background:**

At the November 9, 2021 Board of Directors Meeting, the Board approved scheduling a public hearing on the proposed amendment to the District's Rate and Fee Schedule to add water shortage contingency stage rates and SFPUC pass-through wholesale water shortage rates or surcharges and authorize the issuance of a notice of public hearing. On November 24, 2021, notices were mailed to the District's customers and property owners.

Given questions received from customers since issuing the notice, staff has developed the attached Frequently Asked Questions document that we have posted on our website.

## Incorporating Water Shortage Contingency Stage Rates Into the District's Rate and Fee Schedule

Coastside County Water District ("District") customers received a written notice in the mail notifying them that the District is considering incorporating Water Shortage Contingency (WSC) Stage Rates into the District's existing Rate and Fee Schedule.

### Q: What are Water Shortage Contingency Stage Rates?

WSC Stage Rates are designed to recover decreases in revenue due to reductions in water use during each stage of a water shortage. The WSC Stage Rates comply with the provisions of Proposition 218 and will impact all customers. WSC Stage Rates are designed to recover lost revenue depending on the severity of the water shortage.

### Q: How will the Water Shortage Contingency Stage Rates go into effect once added to the District's Rate and Fee Schedule?

There are two actions by the Board of Directors and one additional notice that must take place before the rates are implemented.

- 1) First, a Water Shortage Contingency Stage must be declared by the Board of Directors (in May of 2021, the Board of Directors declared a Water Shortage Advisory – Stage 1 of the District's Water Shortage Contingency Plan.).
- 2) Second, the Board of Directors must take action to implement the WSC Stage Rates.
- 3) Third, a written notice must be mailed to all customers 30 days prior to implementing the WSC Stage Rates.

*Note: Even after the Board of Directors acts to implement a stage in its Water Shortage Contingency Plan, the Board of Directors does not have to implement the WSC Stage Rates, and the Board of Directors may implement them at a lower rate. The Board of Directors may consider using reserves, leaving open positions vacant, deferring capital projects, or a combination of actions to cover all or a portion of the District's financial obligations.*

### Q: When do the Water Shortage Contingency Stage Rates end once implemented?

Once implemented, the WSC Stage Rates would be repealed when the Water Shortage situation is determined to be over by the Board of Directors and the District no longer needs to implement its Water Shortage Contingency Plan, or earlier if the Board of Directors decides that the District is able to meet its financial obligations without these WSC Stage Rates. In addition, the Board of Directors may change the Water Shortage Contingency Stage during the water shortage situation and implement a different WSC Stage rate that corresponds with that Water Shortage Contingency Stage.

### Q: Do the Water Shortage Contingency Stage Rates include penalties?

The WSC Stage Rates do not include financial penalties. The WSC Stage Rates are designed to allow the District to recover its costs during the water shortage. These WSC Stage Rates are not intended to penalize customers.

### Q: What customers are subject to the Water Shortage Contingency Stage Rates?

The WSC Stage Rates apply to all customers equally. The WSC Stage Rates are applied to the Water Quantity Charge at the same (uniform) percentage across all single-family, multi-family, and non-residential customer classes. There is no change to the base charge.

### Q: How will my water bill be impacted?

Customers who meet the goal of the WSC Stage implemented by the District should see a similar bill to what they paid during non-water shortage times. If a customer does not meet the requested reduction in water use, they will see an increase in their water bill. The District acknowledges that customers who already have low water usage will see increases in their water bills with the proposed WSC Stage Rates.

### Q: Why is the District proposing to add WSC Stage Rates to the Rate and Fee Schedule?

The District is preparing for more frequent and severe droughts in the watersheds the District relies on for water. The District is also considering natural disasters and catastrophic infrastructure failures that may result in water shortage situation.

Adding the WSC Stage Rates provides the Board with a mechanism to recover costs during a water shortage situation. Implementing the WSC Stage Rates is optional for the Board of Directors and the Board of Directors will decide whether to implement the rates based upon the District's ability to manage revenue shortfalls.

Adding WSC Stage Rates (also called drought rates, and drought surcharges) to existing rate and fee schedules is becoming a more common occurrence for California water providers. For reference, other Bay Area water providers that have adopted similar rates and surcharges include; San Francisco Public Utilities Commission (San Francisco Water), Alameda County Water District, East Bay Municipal Utility District, Mid-Peninsula Water District; City of Palo Alto; City of Santa Cruz, Marin Municipal Water District, and San Jose Water Company.

### Q: What is the SFPUC "pass-through" Water Shortage Rate?

The District purchases a portion of its water directly from the San Francisco Public Utilities Commission (SFPUC). If SFPUC implements a wholesale water shortage per unit rate for its wholesale customers, the District's Board of Directors could take action to pass through this charge to the District's customers on a per unit basis (in proportion to the District's SFPUC water use vs local source use). At this writing, District staff is not aware of SFPUC's plans to enact a wholesale water shortage per unit rate. The Board of Directors would need to approve the pass-through and customers would be notified 30 days before the pass-through becomes effective.