

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 9, 2019 - 7:00 p.m.

Note: Teleconference Information

Director Jim Larimer will be participating by teleconference from the following location:
Leesburg Colonial Inn, (café/bar area), 19 South King Street, Leesburg, VA 20175

AGENDA

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

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

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

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

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

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

4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending June 30, 2019:
Claims: \$639,999.48; Payroll: \$105,277.34 for a total of \$745,276.82 ([attachment](#))
➤ *June 2019 Monthly Financial Claims reviewed and approved by Director Feldman*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of June 11, 2019 Regular Board of Directors Meeting ([attachment](#))
- D. Monthly Water Service Connection Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report – June 2019 ([attachment](#))
- H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))
- J. S.F.P.U.C. Hydrological Report for the month of May 2019 ([attachment](#))
- K. Notice of Completion – Dismantle of the El Granada Wooden Tank (Hazen’s Tank) Project ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Grandview Water Main Replacement Project - Award of Contract for Engineering Services with EKI Environment & Water, Inc. for Engineering Design and Construction Support Services ([attachment](#))
- B. Pine/Willow/Oak Water Main Replacement Project Award of Contract for Engineering Services with EKI Environment & Water, Inc. for Engineering Design and Construction Support Services ([attachment](#))
- C. Approval of Professional Services Agreement with EKI Environment and Water for Capital Project Management Support ([attachment](#))
- D. Fiscal 2018-2019 Year-End Financial Results - Preliminary ([attachment](#))
- E. Consider approval of Resolution 2019-03 Establishing Appropriations Limit Applicable to District during Fiscal Year 2019/2020 ([attachment](#))
- F. Approval for Backhoe Replacement ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- A. Superintendent of Operations Report ([attachment](#))
- B. Water Resource Analyst Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR JUNE 2019**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
06/11/2019	26869	METER READINGS HOLDING, LLC	\$	26,313.40
06/11/2019	26870	HEALTH BENEFITS ACWA-JPIA	\$	41,904.65
06/11/2019	26871	CALIFORNIA UTILITIES	\$	500.00
06/11/2019	26872	COMCAST	\$	216.77
06/11/2019	26873	RECORDER'S OFFICE	\$	98.00
06/11/2019	26874	JAMES COZZOLINO, TRUSTEE	\$	200.00
06/11/2019	26875	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	832.63
06/11/2019	26876	HASSETT HARDWARE	\$	1,819.89
06/11/2019	26877	HUE & CRY, INC.	\$	24.00
06/11/2019	26878	NEW WAVE GRAPHIX INC.	\$	846.69
06/11/2019	26879	REPUBLIC SERVICES	\$	523.81
06/11/2019	26880	SAN FRANCISCO WATER DEPT.	\$	120,168.28
06/11/2019	26881	STATE WATER RESOURCES CONTROL BD	\$	130.00
06/11/2019	26882	STANDARD INSURANCE COMPANY	\$	580.33
06/11/2019	26883	TRI COUNTIES BANK	\$	2,701.36
06/14/2019	26884	AMERIGAS PROPANE, LP	\$	119.63
06/14/2019	26885	AT&T	\$	4,563.96
06/14/2019	26886	AT&T LONG DISTANCE	\$	405.29
06/14/2019	26887	CUMMINS, INC	\$	8,618.17
06/14/2019	26888	JOHN DAVIS	\$	123.02
06/14/2019	26889	FEDAK & BROWN LLP	\$	475.00
06/14/2019	26890	INTERNATIONAL CITY MGMT ASSOC RETIREMENT CORP	\$	36,144.00
06/14/2019	26891	JACK HENRY & ASSOCIATES, INC.	\$	2,115.00
06/14/2019	26892	MASS MUTUAL FINANCIAL GROUP	\$	1,974.65
06/14/2019	26893	PITNEY BOWES, INC.	\$	214.20
06/14/2019	26894	TODD SCHMIDT	\$	300.00
06/14/2019	26895	STATE WATER RESOURCES CONTROL BD	\$	65.00
06/14/2019	26896	STATE WATER RESOURCES CONTROL BD	\$	130.00
06/14/2019	26897	DARIN STURDIVAN	\$	246.07
06/14/2019	26898	TPX COMMUNICATIONS	\$	1,864.51
06/14/2019	26899	TYLER TECHNOLOGIES, INC	\$	413.44
06/14/2019	26900	VALIC	\$	4,355.00
06/14/2019	26901	US BANK NA	\$	1,880.76
06/19/2019	26902	CATHLEEN BRENNAN	\$	138.40
06/19/2019	26903	ANNA CORTES & MARIA LIZET CORTES-RONQUILLO	\$	255.08
06/19/2019	26904	PACIFIC GAS & ELECTRIC CO.	\$	33,093.38
06/19/2019	26905	R.D. OFFUTT COMPANY	\$	947.55
06/19/2019	26906	JUAN CARLOS SALAZAR	\$	1,120.00
06/19/2019	26907	ANTONIO CONTE	\$	15.24
06/19/2019	26908	MERVIN MORAN	\$	24.66
06/20/2019	26909	RECORDER'S OFFICE	\$	98.00
06/27/2019	26910	ADP, INC.	\$	716.35
06/27/2019	26911	FRANK YAMELLO	\$	235.00
06/27/2019	26912	AMERICAN WATER WORKS ASSOC.	\$	50.00
06/27/2019	26913	ANDREINI BROS. INC.	\$	40,739.50
06/27/2019	26914	AZTEC GARDENS, INC.	\$	218.00
06/27/2019	26915	BADGER METER, INC.	\$	66.00
06/27/2019	26916	BARKERBLUE	\$	7.05
06/27/2019	26917	BACKFLOW APPARATUS & VALVE COMPANY INC	\$	66.61
06/27/2019	26918	BAY ALARM COMPANY	\$	1,224.78
06/27/2019	26919	BFI OF CALIFORNIA, INC.	\$	2,540.70
06/27/2019	26920	GINA BRAZIL	\$	193.65
06/27/2019	26921	BSK ASSOCIATES	\$	75.00
06/27/2019	26922	DAVID PEREIRA	\$	644.06
06/27/2019	26923	CALCON SYSTEMS, INC.	\$	51,207.63
06/27/2019	26924	CALIFORNIA C.A.D. SOLUTIONS, INC	\$	600.00
06/27/2019	26925	CALIFORNIA SPECIAL DISTRICT	\$	650.00

06/04/2019	DFT0000229	CaIPERS FISCAL SERVICES DIVISION	\$	31,045.96
06/13/2019	DFT0000230	PUB. EMP. RETIRE SYSTEM	\$	14,685.98
06/27/2019	DFT0000234	PUB. EMP. RETIRE SYSTEM	\$	15,266.54
6/30/2019		BANK & CREDIT CARD FEES	\$	5,240.70
		SUBTOTAL WIRE PAYMENTS FOR MONTH	\$	66,427.54

TOTAL CLAIMS FOR THE MONTH			\$	639,999.48
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Coastside County Water District

Monthly Budget Report Account Summary

For Fiscal: 2018-2019 Period Ending: 06/30/2019

	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	1,230,574.00	1,182,759.03	-47,814.97	-3.89 %	11,710,500.00	11,743,964.50	33,464.50	0.29 %	11,710,500.00
	Total RevType: 1 - Operating:	1,230,574.00	1,182,759.03	-47,814.97	-3.89 %	11,710,500.00	11,743,964.50	33,464.50	0.29 %	11,710,500.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,166.00	3,688.83	-477.17	-11.45 %	50,000.00	61,418.38	11,418.38	22.84 %	50,000.00
1-4180-00	Late Notice - 10% Penalty	5,000.00	-285.70	-5,285.70	-105.71 %	60,000.00	55,779.35	-4,220.65	-7.03 %	60,000.00
1-4230-00	Service Connections	833.00	2,784.88	1,951.88	234.32 %	10,000.00	16,489.99	6,489.99	64.90 %	10,000.00
1-4920-00	Interest Earned	519.00	0.80	-518.20	-99.85 %	6,236.00	52,668.15	46,432.15	744.58 %	6,236.00
1-4930-00	Tax Apportionments/County Checks	0.00	94,465.69	94,465.69	0.00 %	725,000.00	912,027.91	187,027.91	25.80 %	725,000.00
1-4950-00	Miscellaneous Income	2,084.00	-352.73	-2,436.73	-116.93 %	25,000.00	15,515.46	-9,484.54	-37.94 %	25,000.00
1-4955-00	Cell Site Lease Income	13,750.00	14,593.33	843.33	6.13 %	165,000.00	166,964.11	1,964.11	1.19 %	165,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	325,000.00	479,200.50	154,200.50	47.45 %	325,000.00
	Total RevType: 2 - Non-Operating:	26,352.00	114,895.10	88,543.10	336.00 %	1,366,236.00	1,760,063.85	393,827.85	28.83 %	1,366,236.00
	Total Revenue:	1,256,926.00	1,297,654.13	40,728.13	3.24 %	13,076,736.00	13,504,028.35	427,292.35	3.27 %	13,076,736.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	225,998.00	145,079.28	80,918.72	35.81 %	1,900,998.00	2,230,468.45	-329,470.45	-17.33 %	1,900,998.00
1-5230-00	Nunes T P Pump Expense	3,559.00	5,621.31	-2,062.31	-57.95 %	42,697.00	39,713.60	2,983.40	6.99 %	42,697.00
1-5231-00	CSP Pump Station Pump Expense	40,074.00	40,963.85	-889.85	-2.22 %	337,080.00	267,001.74	70,078.26	20.79 %	337,080.00
1-5232-00	Other Trans. & Dist Pump Expense	2,247.00	2,168.46	78.54	3.50 %	26,965.00	20,071.73	6,893.27	25.56 %	26,965.00
1-5233-00	Pilarcitos Canyon Pump Expense	250.00	-621.00	871.00	348.40 %	39,248.00	28,575.22	10,672.78	27.19 %	39,248.00
1-5234-00	Denniston T P Pump Expense	10,834.00	4,787.28	6,046.72	55.81 %	130,000.00	52,733.05	77,266.95	59.44 %	130,000.00
1-5242-00	CSP Pump Station Operations	891.00	857.57	33.43	3.75 %	10,700.00	16,293.48	-5,593.48	-52.28 %	10,700.00
1-5243-00	CSP Pump Station Maintenance	3,083.00	2,913.13	169.87	5.51 %	37,000.00	20,588.46	16,411.54	44.36 %	37,000.00
1-5246-00	Nunes T P Operations - General	6,488.00	5,575.59	912.41	14.06 %	77,850.00	76,239.89	1,610.11	2.07 %	77,850.00
1-5247-00	Nunes T P Maintenance	10,209.00	9,621.32	587.68	5.76 %	122,500.00	86,395.60	36,104.40	29.47 %	122,500.00
1-5248-00	Denniston T P Operations-General	3,916.00	1,774.85	2,141.15	54.68 %	47,000.00	40,815.64	6,184.36	13.16 %	47,000.00
1-5249-00	Denniston T.P. Maintenance	8,488.00	32,103.94	-23,615.94	-278.23 %	101,850.00	181,148.10	-79,298.10	-77.86 %	101,850.00
1-5250-00	Laboratory Expenses	5,955.00	9,560.16	-3,605.16	-60.54 %	71,450.00	83,946.35	-12,496.35	-17.49 %	71,450.00
1-5260-00	Maintenance - General	24,308.00	56,477.65	-32,169.65	-132.34 %	291,700.00	341,709.24	-50,009.24	-17.14 %	291,700.00
1-5261-00	Maintenance - Well Fields	3,334.00	8,482.13	-5,148.13	-154.41 %	40,000.00	9,549.47	30,450.53	76.13 %	40,000.00
1-5263-00	Uniforms	0.00	1,346.69	-1,346.69	0.00 %	12,500.00	10,165.97	2,334.03	18.67 %	12,500.00
1-5318-00	Studies/Surveys/Consulting	17,000.00	16,220.29	779.71	4.59 %	160,000.00	158,959.99	1,040.01	0.65 %	160,000.00
1-5321-00	Water Resources	2,100.00	4,507.87	-2,407.87	-114.66 %	25,200.00	21,845.26	3,354.74	13.31 %	25,200.00

Monthly Budget Report

For Fiscal: 2018-2019 Period Ending: 06/30/2019

		June	June	Variance	Percent	YTD	YTD	Variance	Percent	Total Budget
		Budget	Activity	(Unfavorable)	Variance	Budget	Activity	(Unfavorable)	Variance	
1-5322-00	Community Outreach	20,000.00	13,885.00	6,115.00	30.58 %	54,700.00	52,472.47	2,227.53	4.07 %	54,700.00
1-5381-00	Legal	8,334.00	51,465.10	-43,131.10	-517.53 %	100,000.00	103,931.25	-3,931.25	-3.93 %	100,000.00
1-5382-00	Engineering	5,000.00	480.00	4,520.00	90.40 %	60,000.00	5,826.44	54,173.56	90.29 %	60,000.00
1-5383-00	Financial Services	4,000.00	35,925.00	-31,925.00	-798.13 %	20,000.00	46,730.00	-26,730.00	-133.65 %	20,000.00
1-5384-00	Computer Services	14,300.00	6,821.81	7,478.19	52.30 %	163,600.00	165,431.99	-1,831.99	-1.12 %	163,600.00
1-5410-00	Salaries/Wages-Administration	87,222.00	73,641.51	13,580.49	15.57 %	1,133,880.00	972,306.48	161,573.52	14.25 %	1,133,880.00
1-5411-00	Salaries & Wages - Field	107,733.00	107,213.21	519.79	0.48 %	1,400,532.00	1,351,191.49	49,340.51	3.52 %	1,400,532.00
1-5420-00	Payroll Tax Expense	13,671.00	14,004.56	-333.56	-2.44 %	177,734.00	169,911.96	7,822.04	4.40 %	177,734.00
1-5435-00	Employee Medical Insurance	38,502.00	36,539.73	1,962.27	5.10 %	444,246.00	444,654.26	-408.26	-0.09 %	444,246.00
1-5436-00	Retiree Medical Insurance	4,405.00	5,031.06	-626.06	-14.21 %	50,659.00	42,693.76	7,965.24	15.72 %	50,659.00
1-5440-00	Employees Retirement Plan	49,905.00	58,700.51	-8,795.51	-17.62 %	598,859.00	587,765.84	11,093.16	1.85 %	598,859.00
1-5445-00	Supplemental Retirement 401a	35,000.00	36,144.00	-1,144.00	-3.27 %	35,000.00	36,144.00	-1,144.00	-3.27 %	35,000.00
1-5510-00	Motor Vehicle Expense	5,000.00	4,386.71	613.29	12.27 %	60,000.00	70,715.62	-10,715.62	-17.86 %	60,000.00
1-5620-00	Office & Billing Expenses	21,800.00	18,983.09	2,816.91	12.92 %	261,600.00	240,350.50	21,249.50	8.12 %	261,600.00
1-5625-00	Meetings / Training / Seminars	2,167.00	1,796.47	370.53	17.10 %	26,000.00	42,073.08	-16,073.08	-61.82 %	26,000.00
1-5630-00	Insurance	10,750.00	1,928.00	8,822.00	82.07 %	129,000.00	96,478.44	32,521.56	25.21 %	129,000.00
1-5687-00	Membership, Dues, Subscript.	3,000.00	977.00	2,023.00	67.43 %	75,970.00	68,881.86	7,088.14	9.33 %	75,970.00
1-5688-00	Election Expenses	0.00	0.00	0.00	0.00 %	25,000.00	0.00	25,000.00	100.00 %	25,000.00
1-5689-00	Labor Relations	500.00	0.00	500.00	100.00 %	6,000.00	0.00	6,000.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	0.00	0.00	0.00	0.00 %	20,000.00	14,309.38	5,690.62	28.45 %	20,000.00
1-5705-00	State Fees	1,000.00	0.00	1,000.00	100.00 %	36,500.00	28,658.59	7,841.41	21.48 %	36,500.00
	Total ExpType: 1 - Operating:	801,023.00	815,363.13	-14,340.13	-1.79 %	8,354,018.00	8,226,748.65	127,269.35	1.52 %	8,354,018.00
	ExpType: 4 - Capital Related									
1-5712-00	Debt Service/Existing Bonds 2006B	0.00	0.00	0.00	0.00 %	486,383.00	-1,812.44	488,195.44	100.37 %	486,383.00
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	336,126.00	336,125.36	0.64	0.00 %	336,126.00
1-5716-00	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	324,235.00	324,234.72	0.28	0.00 %	324,235.00
1-5717-00	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00 %	0.00	390,286.27	-390,286.27	0.00 %	0.00
	Total ExpType: 4 - Capital Related:	0.00	0.00	0.00	0.00 %	1,146,744.00	1,048,833.91	97,910.09	8.54 %	1,146,744.00
	Total Expense:	801,023.00	815,363.13	-14,340.13	-1.79 %	9,500,762.00	9,275,582.56	225,179.44	2.37 %	9,500,762.00
	Report Total:	455,903.00	482,291.00	26,388.00		3,575,974.00	4,228,445.79	652,471.79		3,575,974.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
June 30, 2019**

<u>RESERVE BALANCES</u>	Current Year as of 6/30/19	Prior Year as of 6/30/18
CAPITAL AND OPERATING RESERVE	\$8,746,200.78	\$6,200,560.25
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$8,996,200.78	\$6,450,560.25

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$3,813,673.21	\$4,230,664.70
CSP T & S ACCOUNT	\$64,403.49	\$160,329.32
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,439.39	\$19,430.17
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,097,984.69	\$2,039,436.06
DISTRICT CASH ON HAND	\$700.00	\$700.00
TOTAL ACCOUNT BALANCES	\$8,996,200.78	\$6,450,560.25

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

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2018/2019

6/30/2019

Approved CIP Budget FY 18/19	Actual To Date FY 18/19	Projected Year-End FY 18/19	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 50,000	\$ 30,891	\$ 30,891	\$ 19,109	62%	
99-02	Vehicle Replacement	\$ 100,000	\$ 82,562	\$ 82,562	\$ 17,438	100%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000	\$ 35,823	\$ 35,823	\$ (5,823)	100%	
09-09	Fire Hydrant Replacement	\$ 140,000	\$ 218,651	\$ 218,651	\$ (78,651)	100%	
16-07	Sample Station Replacement Project	\$ 30,000	\$ 29,171	\$ 29,171	\$ 829	97%	
17-15	Pilarcitos Canyon Emergency Road Repairs	\$ 100,000			\$ 100,000	0%	Delayed
18-13	Denniston WTP and Tank Road Repairs and Paving	\$ 100,000	\$ 19,162	\$ 19,162	\$ 80,838	19%	Project will go out to bid Summer 2019
99-01	Meter Change Program	\$ 20,000	\$ 102,459	\$ 102,459	\$ (82,459)	100%	

Pipeline Projects

06-02	Highway 1 South Pipeline Replacement Project	\$ 750,000	\$ 353,035	\$ 353,035	\$ 396,965	100%	
07-04	Bell Moon Pipeline Replacement Project	\$ 60,000	\$ 20,378	\$ 20,378	\$ 39,622	34%	Project awarded by Board in February 2019 (\$310K); work will occur in Summer 2019
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave	\$ 50,000		\$ -	\$ 50,000	0%	moved to FY 2019/20
14-01	Replace 12" Welded Steel Line on Hwy 92 with 8"	\$ 100,000			\$ 100,000	0%	design work planned for Summer 2019
14-27	Grandview 2 Inch Replacement	\$ 50,000	\$ 2,635	\$ 2,635	\$ 47,365	5%	design work planned for Summer 2019
14-30	Replace Miscellaneous 2 Inch GS El Granada	\$ 60,000	\$ 60,673	\$ 60,673	\$ (673)	100%	
14-31	Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus	\$ 60,000	\$ 46,511	\$ 46,511	\$ 13,489		Design work is completed; project was awarded at May board meeting (\$503K); Work will start in Summer 2019

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Removal	\$ 30,000		\$ -	\$ 30,000	0%	Cost to dismantle - expensed under Maintenance
08-14	Alves Tank Recoating & Refurshment	\$ 600,000	\$ 63,917	\$ 63,917	\$ 536,083	11%	Design work completed in Spring 2019
19-01	EG Tank #1 Refurbishment	\$ 100,000	\$ 5,671	\$ 5,671	\$ 94,329	6%	delayed
19-03	Miramar Tank - Chime	\$ 40,000			\$ 40,000	0%	delayed-waiting for results of seismic assessment
18-05	Denniston Tank THM Residual Control	\$ 80,000			\$ 80,000	0%	planned for Summer 2019
18-06	CSP -- (3) Butterfly Valves	\$ 80,000	\$ 11,399	\$ 11,399	\$ 68,601	14%	
19-04	Tanks - THM Control	\$ 120,000	\$ 128,661	\$ 128,661	\$ (8,661)	100%	

Water Supply Development

12-12	San Vicente Diversion and Pipeline	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	delayed
17-12	Recycled Water Project Development	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	

Water Treatment Plants

08-07	Nunes Filter Valve Replacement	\$ 500,000		\$ -	\$ 500,000	0%	delayed
13-05	Denniston WTP Emergency Power	\$ 50,000	\$ 27,621	\$ 27,621	\$ 22,379	55%	in design (\$50k approved by Board in March 2019)

FY 18/19 TOTALS	\$ 3,500,000	\$ 1,239,219	\$ 1,239,220	\$ 2,260,780			
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COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2018/2019

6/30/2019

Approved CIP Budget FY 18/19	Actual To Date FY 18/19	Projected Year-End FY 18/19	Variance vs. Budget	% Completed	Project Status/ Comments
------------------------------	-------------------------	-----------------------------	---------------------	-------------	--------------------------

FY2017/2018 CIP Projects in process - paid in FY 2018/2019

18-09	Denniston Heater		\$ 4,800	\$ 4,800	\$ (4,800)	100%	completed
13-08	Crystal Springs Spare 350 HP Motor		\$ 70,556	\$ 70,556	\$ (70,556)	100%	
18-03	CSP Spare 500 Pump Rehabilitation		\$ 41,450	\$ 41,450	\$ (41,450)	100%	
07-03	Pilarcitos Canyon Pipeline Replacement		\$ 22,592	\$ 22,592	\$ (22,592)		ongoing - work is planned for Fall, 2019
12-12	Denniston/San Vicente Water Supply Development		\$ 131,389	\$ 131,389	\$ (131,389)		ongoing
14-26	Replace 2" Pipe in Downtown Half Moon Bay		\$ 236,676	\$ 236,676	\$ (236,676)	100%	
17-16	CSP P3 Soft Start Pump/Shafting Replacement & Motor refurbishment		\$ 3,370	\$ 3,370	\$ (3,370)	100%	
10-02 & 12-04	Denniston Booster Pump Station - Transformer Installation		\$ 43,722	\$ 43,722	\$ (43,722)	100%	
17-04	Denniston Dam Spillway Repairs		\$ 34,328	\$ 34,328	\$ (34,328)	100%	
18-10	Nunes/Denniston Treat Plants Optimization Study		\$ 19,117	\$ 19,117	\$ (19,117)	100%	
06-03	El Granada Tank #3 Recoating Project		\$ 10,410	\$ 10,410	\$ (10,410)	100%	Cathodic protection
06-01	Ave Cabrillo Pipeline Replacement		\$ 16,673	\$ 16,673	\$ (16,673)	100%	
					\$ -		

PREVIOUS YEAR TOTALS \$ - \$ 635,083 \$ 635,083 \$ (635,083)

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 2018/2019

NN-00	Unscheduled CIP	\$ 100,000			\$ 100,000	0%	
08-16;11-05;11-06	Seismic assessments-HMB Tanks 2-3. Cahill, Miramar		\$ 49,986	\$ 49,986	\$ (49,986)		Approved March 2019 board meeting
14-32/19-02	Casa del Mar PRVs/Grand Blvd Pipeline/PRVS		\$ 37,896	\$ 37,896	\$ (37,896)		Design work is complete; project awarded at May 2019 board meeting (\$564K); work is scheduled for Summer 2019
19-06	Crystal Springs Pump Control Valves		\$ 112,644	\$ 112,644	\$ (112,644)		in process

NON-BUDGETED TOTALS \$ 100,000 \$ 200,526 \$ 200,526 \$ (100,526)

CIP TOTALS \$ 3,600,000 \$ 2,074,829 \$ 2,074,829 \$ 1,525,171

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Water Shortage	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
Jul-18	7,430			1,680	488	65				9,662
Aug-18	3,230			647		1,608			216	5,701
Sep-18	3,246			757	963					4,965
Oct-18	2,211				437					2,648
Nov-18	1,473									1,473
Dec-18	2,714									2,714
Jan-19	3,088			168	469					3,725
Feb-19	3,101				536					3,637
Mar-19	6,508			1,218						7,726
Apr-19	7,061				1,910					8,970
May-19	5,149			326						5,475
Jun-19	3,439			1,055	183					4,677
TOTAL	48,647	0	0	5,851	4,984	1,673	0	0	216	61,371

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

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Jul-18	480	4,989	2,958	8,427	2,958
Aug-18	480	2,380	2,138	4,998	2,138
Sep-18	480	5,197		5,677	
Oct-18	480		3,142	3,622	3,143
Nov-18	480	3,518	254	4,252	254
Dec-18	480	3,972	2,820	7,271	2,820
Jan-19	480	5,126		5,606	
Feb-19	480	2,475		2,955	
Mar-19	480			480	
Apr-19	490		338	828	338
May-19	480		338	818	338
Jun-19	480	1,014		1,494	
TOTAL	5,770	28,670	11,987	46,428	11,987

Calcon T&M Projects Tracking
6/30/2019

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/18	Project Billings FY2018-19
Closed Projects:							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Calrifier 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 Flocculartor & Rapid Mix VFD Panels	Closed	12/6/2017	12/12/2017	\$29,250.75	\$ 30,695.66	
Closed Projects - Subtotal (pre FY2018-19)					\$727,491.05	\$ 788,911.02	
Open Projects:							
CAL-17-01	Crystal Springs Leak Valve Control		2/8/2017	2/14/2017	\$8,701.29	\$ 18,055.88	
CAL-17-02	Crystal Springs Requirements & Addtl Controls		2/8/2017	2/14/2017	\$38,839.50	\$ 41,172.06	
CAL-18-02	Nunes Plant HMI V2		11/12/2018		\$10,913.14	\$ 9,434.90	
CAL-18-03	CSP Breakers & Handles		3/7/2018	3/7/2018	\$25,471.47	\$ 29,167.79	
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					\$ 14,823.28	
CAL-19-02	CSP Wet Well		4/1/2019	4/1/2019	\$12,960.24	\$ 8,143.20	
CAL-19-03	Pilarcitos Flow Meter Project		4/1/2019	4/1/2019	\$14,493.75	\$ 16,241.84	
Open Projects - Subtotal					\$113,760.90	\$88,395.73	\$49,538.72
Other: Maintenance							
	Tanks					\$ 3,609.87	
	Crystal Springs Maintenance					\$ 1,957.56	
	Nunes Maintenance					\$ 19,481.24	
	Denniston Maintenance					\$ 45,222.44	
	Distribution System					\$ 38,358.47	
TOTAL FY 2018/19						\$ 158,168.30	

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

June 11, 2019

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 7:00 p.m. Present at roll call: Director Bob Feldman and Vice-President Chris Mickelsen. Directors Jim Larimer and Glenn Reynolds were absent.

Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; JoAnne Whelen, Administrative Assistant and Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending May 31, 2019:
Claims: \$517,926.22; Payroll: \$165,145.79 for a total of \$683,072.01
- B. Acceptance of Financial Reports
- C. Approval of Minutes of May 14, 2019 Special Board of Directors Meeting
- D. Approval of Minutes of May 14, 2019 Regular Board of Directors Meeting
- E. Monthly Water Service Connection Transfer Report
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - May 2019
- I. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- J. Monthly Rainfall Reports
- K. S.F.P.U.C. Hydrological Report for the month of April 2019

President Coverdell announced that Director Reynolds had reviewed the monthly financial claims and JoAnne Whelen confirmed that Director Reynolds had reported to her that he found all to be in order.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted to approve the Consent Calendar in its entirety:

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

At this point in the meeting President Coverdell re-ordered the agenda to proceed with discussion of item 6, to be followed by discussion of item number 5.

6) GENERAL BUSINESS

A. Creation of Strategic Planning Advisory Committee and Appointment of Directors to Serve on the Committee

Mr. Dickson summarized the background of this agenda item, reminding the Board that at the May 14, 2019 Board Meeting the planning priorities established by the Board at the March 2017 Priority Setting Workshop had been referenced, including the suggestion of the formation of a Strategic Planning Advisory Committee. He reviewed Staff's recommendation that the Board approve the creation of a Strategic Planning Advisory Committee and noted that President Coverdell and Director Reynolds had expressed an interest at the May 14, 2019 Board meeting, in volunteering to serve on this committee.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted by roll call vote to approve the creation of a Strategic Planning Advisory Committee and the appointment of President Coverdell and Director Reynolds to serve on the Strategic Planning Advisory Committee:

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

B. Approve Salary Schedule with a Cost of Living Adjustment Increase for FY 2019-2020 effective July 1, 2019

Ms. Rogren explained that CalPERS requires Board approval of the District's Salary Schedule with any Cost of Living Adjustment Increases. She reported that the salary schedule presented reflects a 3.3% Cost of Living Adjustment based upon the change in the Consumer Price Index - Urban Wage Earners and Clerical Workers - San Francisco-Oakland-San Jose, CA from February to February.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted by roll call vote to approve the Salary Schedule with a Cost of Living Adjustment Increase for FY 2019-2020 effective July 1, 2019:

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

President Coverdell stated that he and Director Reynolds had recently met informally for the purpose of discussing future goals of the Strategic Planning Advisory Committee. He reported that Director Reynolds had begun to prepare an impressive preliminary report that included topics such as future water sources and explained that the newly formed committee will continue to work on the project and will present the report to the Board and Staff in the near future.

Director Feldman shared his observations about water sources and delivery that he had noted on a recent trip he made to Israel.

7) GENERAL MANAGER REPORT AND MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reported that the recruitment for the General Manager position is on schedule and shared the recruiting brochure with the Board.

A. Superintendent of Operations

Mr. Derbin reviewed operations highlights for the month of May.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no Director agenda items or requests for future board meetings expressed.

There was a brief break provided at 7:24 p.m. to clear the Board room to prepare for discussion of the Closed Session agenda item. The Closed Session discussion began at 7:34 p.m.

9) **CLOSED SESSION**

- A. Conference with Legal Counsel – Existing Litigation
Pursuant to California Government Code Section 54956.9(d)(1)
Name of Case: In the Matter of the Appeal Regarding Post Retirement
Employment of Glenna F. Lombardi and Coastside County Water District,
Board of Administration, California Public Employee’s Retirement System,
Agency Case No. 2018-1114, OAH No. 2019021082

10) **RECONVENE TO OPEN SESSION**

The Board reconvened in open session at 7:54 p.m. Mr. Miyaki provided a public report of closed session action which stated that the Board convened in closed session for a conference with legal counsel and in the closed session the Board took action by a 3 to 0 vote, and pursuant to California Government Code Section 54957.1, the specific action taken does not need to be disclosed at this time.

11) **ADJOURNMENT** - The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

**WATER SERVICE CONNECTION TRANSFER REPORT
TRANSFERS APPROVED FOR THE MONTH OF JUNE 2019**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
066-520-120	Ocean Colony Partners LLC	066-092-830	Carnoustie LLC	17.5 -- 5/8"	June 5, 2019
064-271-260	Charles & Gwendolyn Halterman	037-342-070	Charles & Gwendolyn Halterman and Mary Ann Fiene	one - 5/8"	June 20, 2019
048-267-100	Leonard Beuth	056-071-120	Katharina Powers Trust	one - 5/8"	June 28, 2019

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 18/19 Meters

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter		1	2	2	6				2		1	2	16
3/4" meter		1											1
1" meter							1						1
1 1/2" meter													
2" meter													
3" meter													
HMB Priority													
0.5" capacity increase													
5/8" meter													
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
County Non-Priority													
0.5" capacity increase													
5/8" meter			2									1	2
3/4" meter							1						1
1" meter													
County Priority													
5/8" meter										1			1
3/4" meter													
1" meter													
Totals	0	2	4	2	6	0	2	0	2	1	1	2	22

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

FY 2019 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	0	2.5	2	2	6	0	4	0	2		1	2	21.5
HMB Priority													
County Non-Priority			2									1	3
County Priority										1			1
Total	0	2.5	4	2	6	0	4	0	2	1	1	3	25.5

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2019

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	2.36	13.98	0.00	37.74	30.90	84.98	3.98	81.00
AUG	0.62	3.36	0.00	27.20	36.80	67.98	1.94	66.04
SEPT	0.00	0.00	0.00	30.48	39.24	69.72	1.48	68.24
OCT	0.00	0.00	0.00	22.98	37.51	60.49	2.09	58.40
NOV	0.00	0.00	5.78	0.00	44.10	49.88	2.24	47.64
DEC	1.31	11.50	14.35	7.12	2.78	37.06	3.07	33.99
JAN	1.97	16.07	15.84	5.30	5.57	44.75	2.55	42.19
FEB	0.00	7.73	16.1	8.89	0.10	32.82	2.32	30.50
MAR	0.15	6.77	22.27	12.27	0.09	41.55	2.12	39.43
APR	0.14	33.31	0.00	14.02	2.83	50.30	3.95	46.36
MAY	0.00	32.51	0.00	13.26	5.35	51.12	3.58	47.54
JUN	1.31	35.61	0.00	19.50	5.77	62.19	4.41	57.78
TOTAL	7.86	160.84	74.34	198.76	211.04	652.83	33.73	619.10
% MONTHLY TOTAL	2.1%	57.3%	0.0%	31.4%	9.3%	100.0%	7.1%	92.9%
% ANNUAL TO DATE TOTAL	1.2%	24.6%	11.4%	30.4%	32.3%	100.0%	5.2%	94.8%

CCWD vs SFPUC- month 59.4% 40.6%

CCWD vs SFPUC- annual 37.2% 62.8%

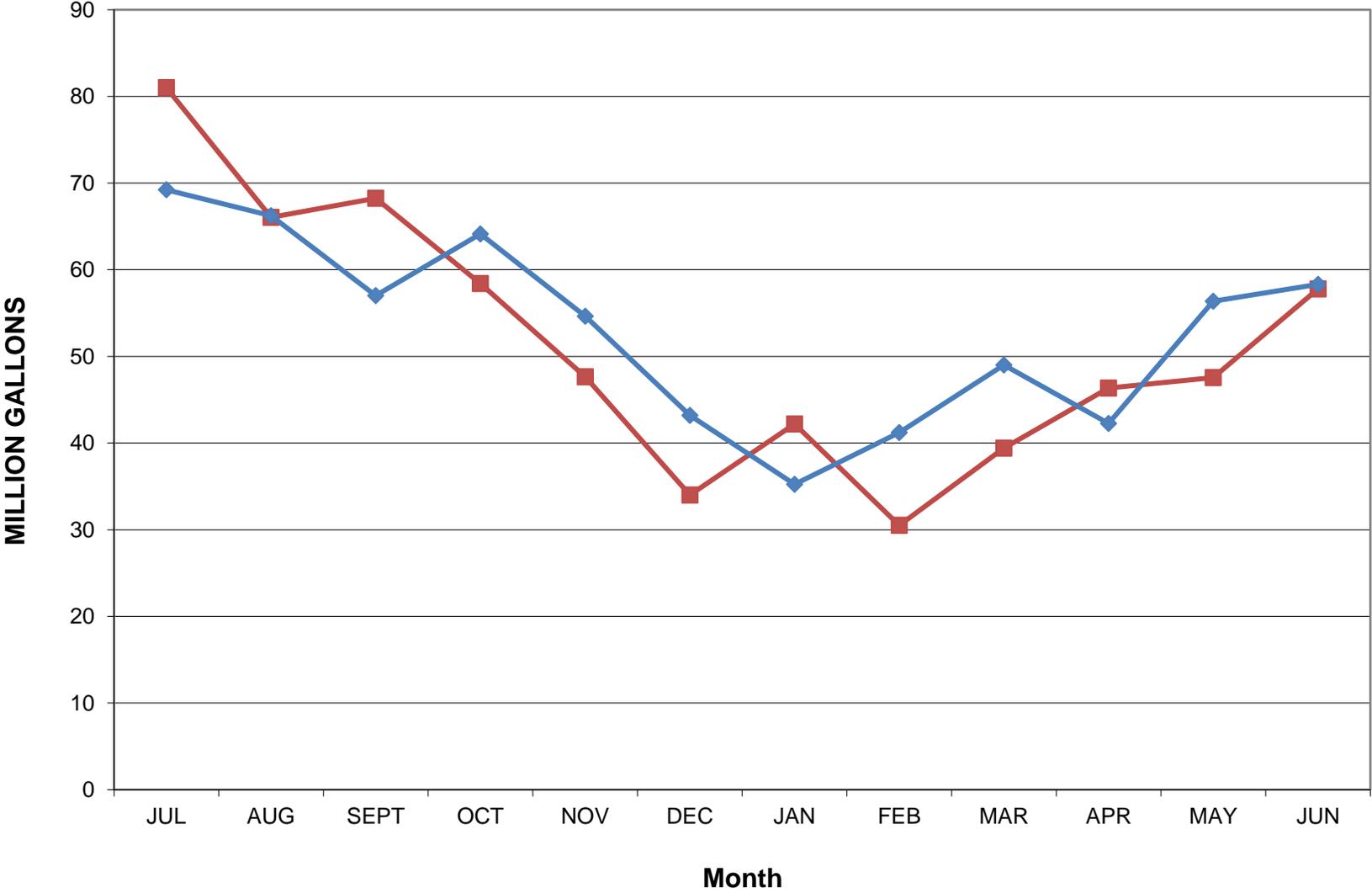
12 Month Running Treated Total

619.65

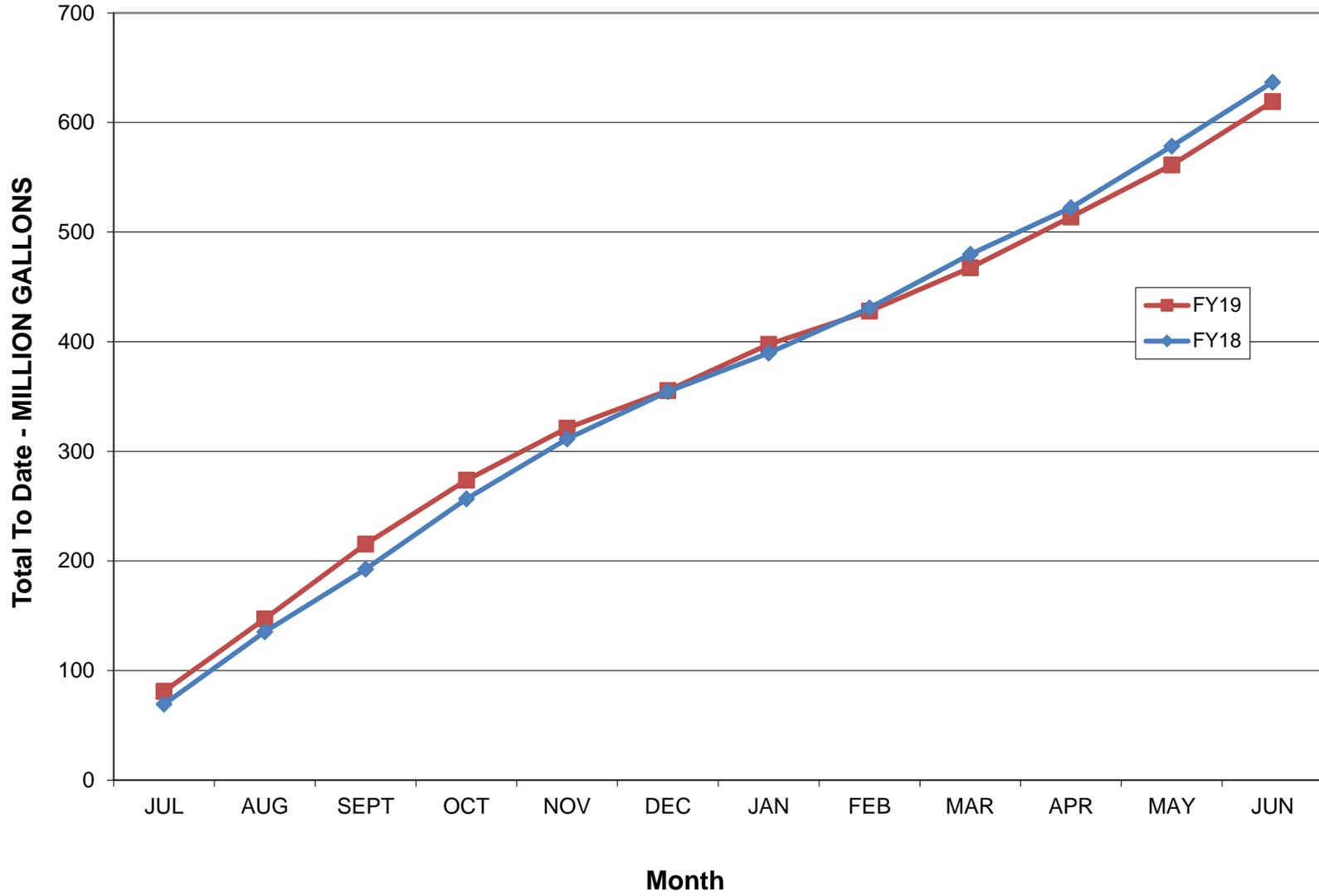
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2018

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.87	25.93	0.00	0.00	45.87	72.67	3.45	69.22
AUG	2.32	24.89	0.00	0.00	42.86	70.07	3.85	66.22
SEPT	2.21	19.72	0.00	0.00	38.88	60.81	3.80	57.01
OCT	1.63	15.79	0.00	0.00	50.08	67.50	3.37	64.13
NOV	4.82	21.54	18.4	0.00	12.45	57.21	2.57	54.64
DEC	0.09	22.00	14.32	0.00	10.04	46.45	3.25	43.20
JAN	0.09	15.70	11.20	0.00	11.40	38.39	3.15	35.24
FEB	0.00	20.02	9.37	0.00	14.41	43.80	2.58	41.22
MAR	6.23	10.02	13.4	0.00	15.43	45.08	3.61	41.47
APR	0.00	12.06	0.00	10.80	21.93	44.79	2.53	42.26
MAY	0.93	26.33	0.00	26.75	5.00	59.01	2.64	56.37
JUN	2.71	17.64	0.00	31.50	9.70	61.55	3.23	58.32
TOTAL	21.90	231.64	66.69	69.05	278.05	667.33	38.03	629.30
% ANNUAL TO DATE TOTAL	3.3%	34.7%	10.0%	10.3%	41.7%	100.0%	5.70%	94.3%

Monthly Production FY 18 vs FY 19



Cumulative Production FY18 vs FY19



CCWD Monthly Leak Report - June 2019

	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss MG
1						
2						
3						
4						
5						
6						
7						
8						
Total						0.000

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.046
Reservoir Cleaning	0.000
Automatic Blowoffs	0.115
Dewatering Operations	0.000
Other	0.000
PLANNED DISCHARGES	
GRAND TOTAL (MG)	
0.168	

Coastside County Water District
 766 Main Street
 July 2018 - June 2019

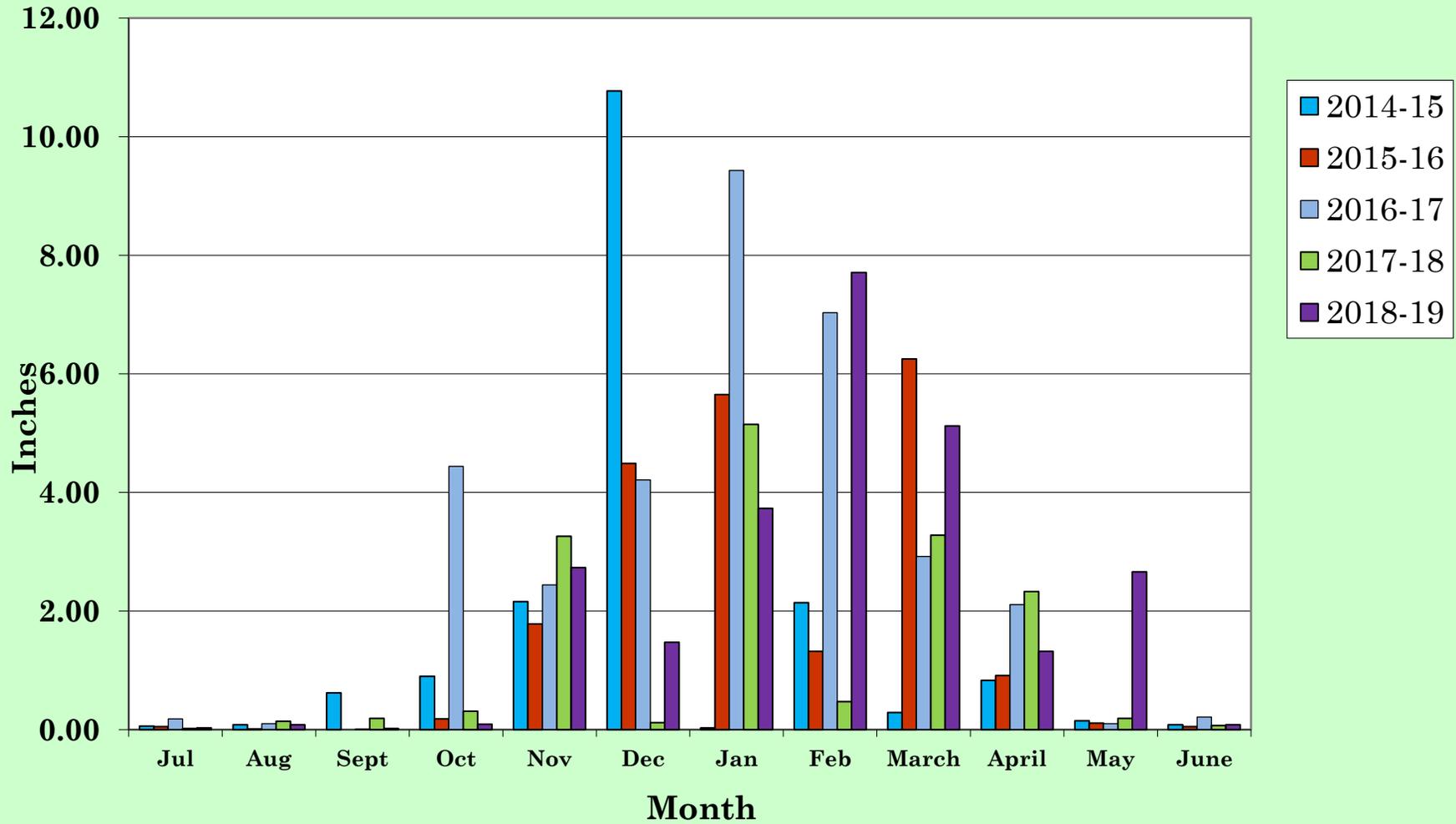
District Office
 Rainfall in Inches

	2018						2019					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0	0.09	0	0.02	0	0	0	0
2	0	0.02	0	0.06	0	0	0	0.74	0.54	0.24	0	0.04
3	0	0	0	0	0.01	0	0	0.62	0.31	0.31	0	0.03
4	0	0	0	0.01	0	0.13	0	0.8	0.07	0.14	0	0
5	0	0	0	0	0	0.29	0.18	0.25	0.26	0.24	0	0
6	0	0	0.01	0	0	0.01	1.13	0	0.54	0.04	0.05	0
7	0	0	0	0	0	0	0	0	0.75	0	0.09	0
8	0	0	0	0	0	0	0.05	0.49	0.03	0	0	0
9	0	0	0	0	0	0.01	0.03	0.34	0.35	0.09	0	0
10	0	0	0	0.01	0	0	0	0.6	0.32	0	0	0
11	0	0	0	0	0	0.01	0.12	0.01	0.08	0.00	0	0
12	0.01	0	0	0	0	0.01	0.02	0	0	0	0	0
13	0.02	0	0	0	0	0	0.01	0.77	0	0	0	0
14	0	0.04	0	0	0	0.07	0.01	0.69	0	0	0	0
15	0	0	0	0	0	0.01	0.31	0.4	0	0	0.13	0.01
16	0	0	0	0	0	0.45	0.38	0.28	0	0.13	0.68	0.02
17	0	0	0.01	0	0	0.03	0.46	0.33	0	0	0.01	0
18	0	0	0	0	0	0.01	0.15	0	0	0	0.27	0
19	0	0	0	0	0.01	0.01	0.08	0	0	0	0.87	0
20	0	0	0	0	0	0	0.02	0	0.79	0.13	0.12	0.04
21	0	0	0	0	1.07	0.06	0.3	0	0	0	0.22	0
22	0	0	0	0	0.48	0	0	0	0.12	0	0.08	0
23	0	0	0	0	0.26	0.01	0	0	0	0	0	0
24	0	0	0	0	0.04	0.26	0	0	0.01	0	0	0
25	0	0	0	0	0.01	0	0	0	0.02	0	0	0
26	0	0	0	0	0.01	0.01	0	0.15	0.63	0	0.04	0.01
27	0	0	0	0	0.08	0	0	0.8	0.02	0	0.04	0
28	0	0.02	0	0	0.43	0	0	0.42	0.1	0	0	0
29	0	0	0	0.01	0.33	0	0.03		0	0	0	0
30	0	0	0	0	0	0	0.24		0	0	0.06	0
31	0	0		0		0	0.21		0		0	
Mon.Total	0.03	0.08	0.02	0.09	2.73	1.47	3.73	7.71	5.12	1.32	2.66	0.15
Year Total	0.03	0.11	0.13	0.22	2.95	4.42	8.15	15.86	20.98	22.30	24.96	25.11

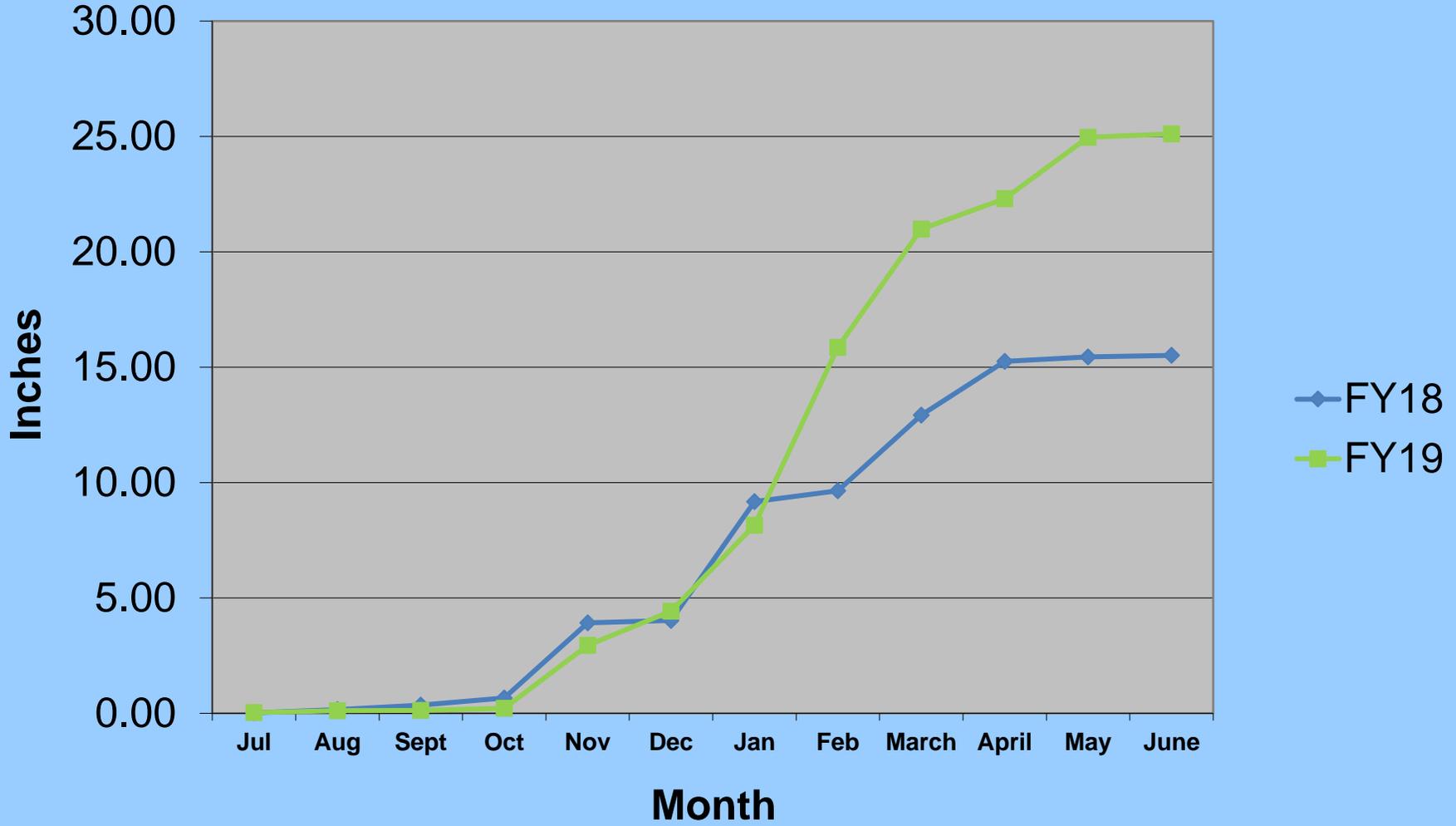
Coastside County Water District

Rainfall by Month

Fiscal Years 14 - 19

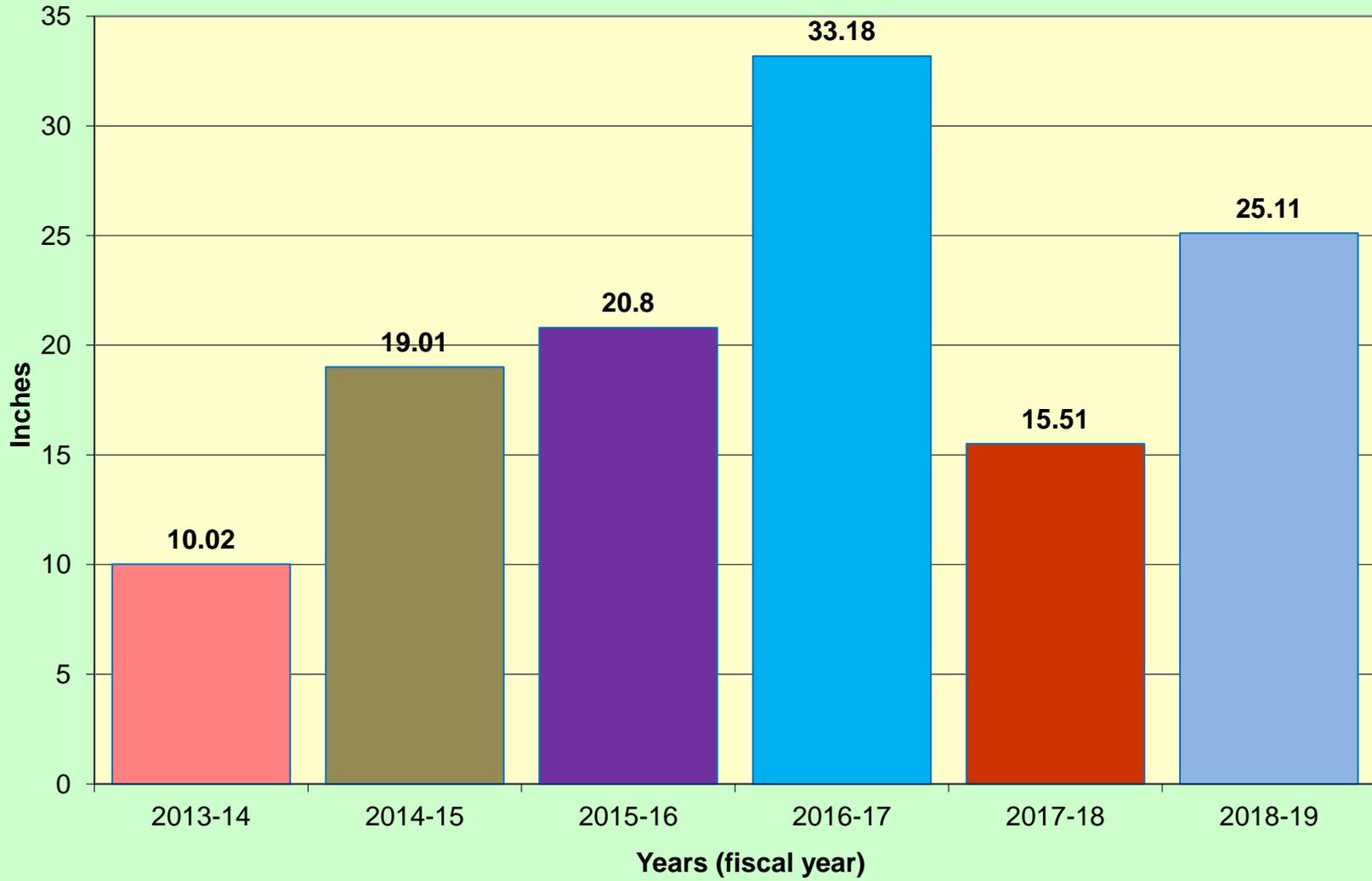


Rainfall Total Comparison Fiscal Years 18-19



Rain Totals

Fiscal Years 13 - 19



San Francisco Public Utilities Commission Hydrological Conditions Report May 2019

J.Chester, C.Graham, N.Waelty June 10, 2019



Moccasin Reservoir full and returned to service May 30th, 2019 after being offline since the March 22nd, 2018 storm event.

System Storage

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

Table 1 Current System Storage as of June 1, 2019							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	236,027		360,360		124,333		65%
Cherry Reservoir ²	219,710		273,340		53,630		80%
Lake Eleanor ³	24,100		27,100		3,000		89%
Water Bank ⁴	652,980		652,980		0		100%
Tuolumne Storage	1,132,817		1,313,780		180,963		86%
Local Bay Area Storage							
Calaveras Reservoir	67,166	21,886	96,824	31,550	29,658	9,664	69%
San Antonio Reservoir	47,742	15,557	50,496	16,454	2,754	897	95%
Crystal Springs Reservoir	51,684	16,841	58,377	19,022	6,693	2,181	89%
San Andreas Reservoir	17,061	5,559	18,996	6,190	1,936	631	90%
Pilarcitos Reservoir	2,857	931	2,995	976	138	45	95%
Total Local Storage	186,509	60,774	227,688	74,192	41,178	13,418	82%
Total System	1,319,326		1,541,468		222,141		86%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flash-boards installed. Boards are in.

³ Maximum Lake Eleanor storage with flash-boards installed. Flashboards are currently out.

⁴ Additional Water Bank storage is derived from flood storage encroachment in Don Pedro.

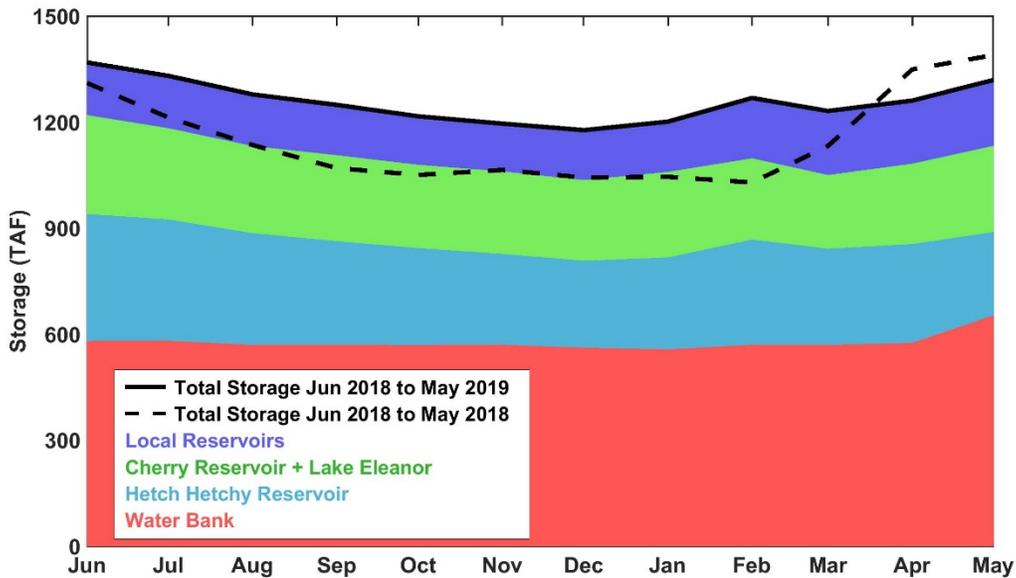


Figure 1: Monthly system storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The May six-station precipitation index was 5.7 inches, or 402% of the average 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.

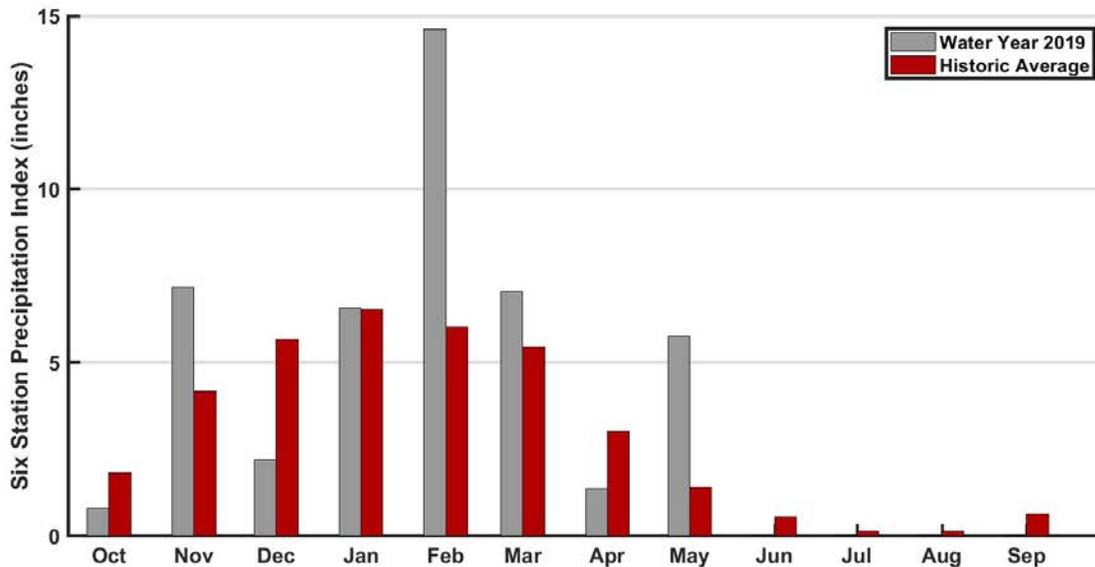


Figure 2: Monthly distribution of the six-station precipitation index as compared to the annual average precipitation for May 2019. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of June 1st, the six-station precipitation index for Water Year 2019 was 45.42 inches, which is 128% of the average annual water year total. Hetch Hetchy Weather Station received 5.7 inches of precipitation in May, for a total of 42.1 inches for Water Year 2019. The cumulative Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

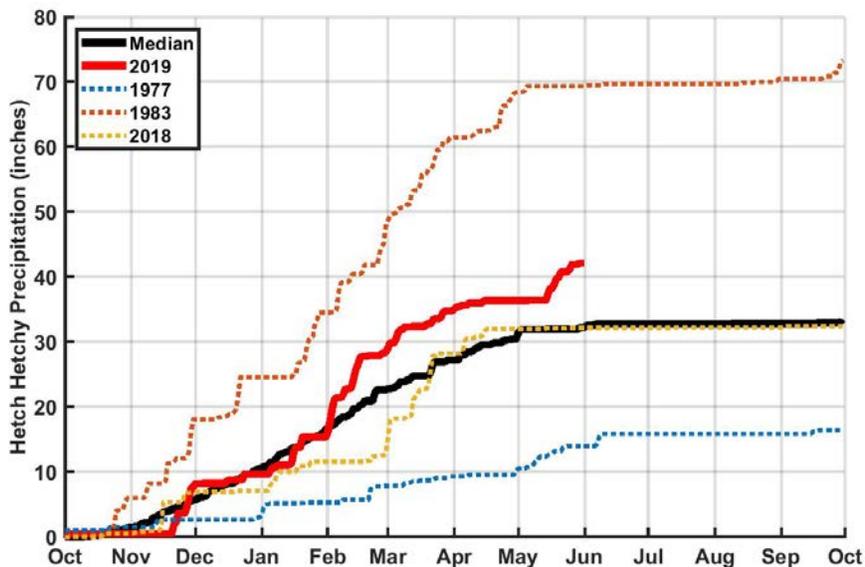


Figure 3: Water Year 2019 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with WY 2019 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for May 2019 is summarized below in Table 2.

Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	May 2019				October 1, 2018 through May 31, 2019			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	230,916	216,444	218,549	106%	499,617	441,643	439,312	114%
Inflow to Cherry Reservoir and Lake Eleanor	159,757	120,476	122,263	131%	441,819	326,141	334,049	132%
Tuolumne River at La Grange	565,603	447,773	443,131	128%	1,913,796	1,184,419	1,317,161	145%
Water Available to City	315,592	198,767	207,995	152%	1,026,211	433,036	527,586	195%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

Water delivery, via the Hetch Hetchy Aqueduct, decreased from 240 MGD to 130 MGD on May 22nd due to a flow restriction caused by emergency repairs at Kirkwood Powerhouse; on May 24th flows resumed at 220 MGD.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 278,690 acre-feet. Total precipitation in Water Year 2019 result in a Water Year Type A (normal to wet conditions) for Hetch Hetchy Reservoir, which will be maintained through the rest of the calendar year. Hetch Hetchy Reservoir minimum instream release requirements for the month of May were 100 cfs plus an additional 64 cfs anytime Kirkwood Powerhouse draft was greater than 920 cfs. Instream release requirements for June are 125 cfs plus an additional 64 cfs anytime Kirkwood Powerhouse draft is greater to 920 cfs. Supply forecasts show that there is water available to generate at full capacity at Kirkwood Powerhouse through the end of runoff. Hetch Hetchy Reservoir inflows are currently being managed via power draft and instream releases.

Cherry Reservoir power generation and valve releases totaled 73,545 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir was 5 cfs for May and will remain at this rate through June 30th. Required minimum release from Lake Eleanor was 20 cfs and will remain at this rate until the end of September. Water transfer from Lake Eleanor to Cherry Reservoir was not utilized in May due to high inflow forecasts into Cherry Reservoir. The forecasts predict sufficient inflows to Cherry Reservoir to support filling of Cherry Reservoir and full generation at Holm without transfers.

Priest Reservoir remained in service for the month with the bypass used for blending from May 15 through May 24. Moccasin Reservoir was filled to capacity on April 16th with DSOD and returned to service on May 30th with Moccasin Bypass partially open for blending.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for May was 31 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 7 MGD.

Local System Water Delivery

The average May delivery rate was 211 MGD which is an 12% increase above April delivery rate of 188 MGD.

Local Precipitation

May precipitation was well above average for the month. The rainfall summary for May 2019 is presented in Table 3.

Weather Station Location	May		Water Year 2019	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	4.08	343 %	46.48	126 %
Lower Crystal Springs Reservoir	2.76	378 %	28.88	112 %
Calaveras Reservoir	2.38	326 %	23.07	110 %

Snowmelt and Water Supply

Based on the snow pillows, June 1st snow pack is currently 75% of the annual peak snowpack (Figure 4). The high remaining snowpack will result in continued elevated inflows, and increase the likelihood of an extended runoff season.

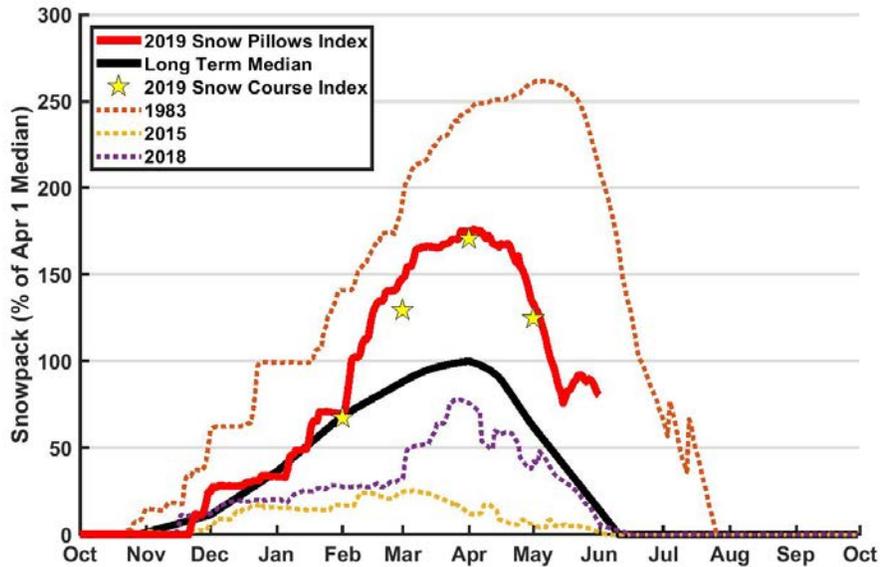


Figure 4: Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin. Stars are an average of the snow survey sites in the basin.

An above average May resulted in a sizeable increase in the seasonal forecasts (Figure 6). The extensive snowpack, combined with upcountry reservoirs at or above seasonal storage targets, results in forecasts of sufficient future inflows to accommodate full available generation at all powerhouses throughout runoff and refilling of the Tuolumne River system by the end of runoff. Deep snowpack at elevation and slowly warming weather indicate the possibility of an extended runoff season, expected to last through July. This will result in high water availability throughout the spring and summer. The expected spill from Hetch Hetchy Reservoir will be managed through valve releases via the Upper Tuolumne River Ecosystem Program (UTREP). UTREP releases started April 27th and are expected to continue through the end of runoff. Cherry Reservoir is expected to fill with some valve releases required. Lake Eleanor will remain near full throughout the spring, as inflows will exceed our ability to transfer to Cherry Reservoir for power generation at Holm Powerhouse.

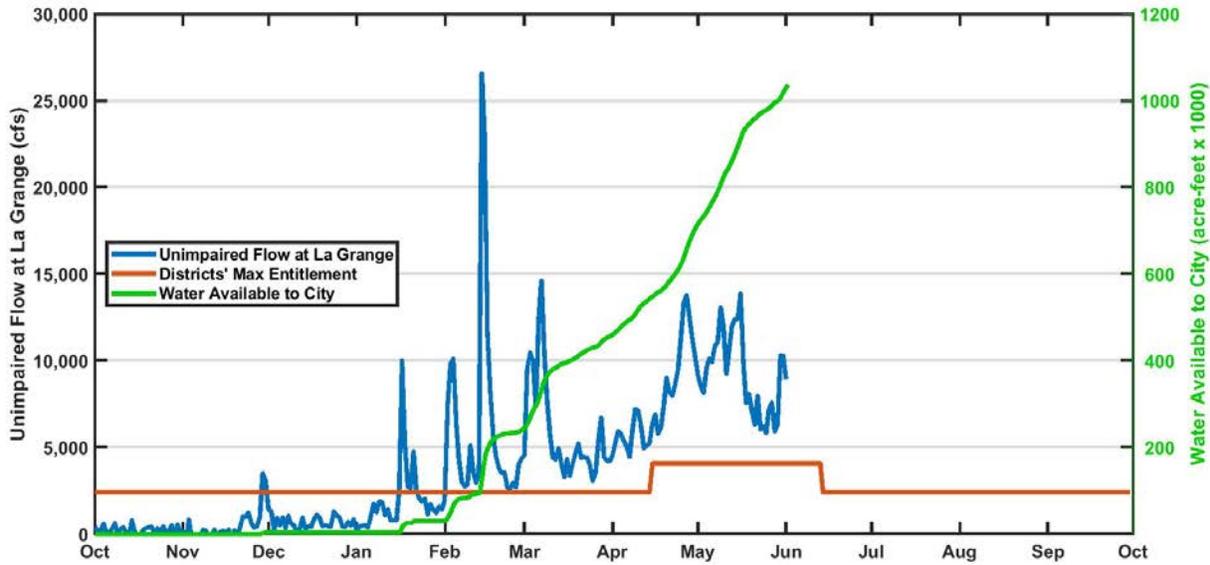


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. To date there has been 1,026,211 ac-ft available to the city in Water Year 2019.

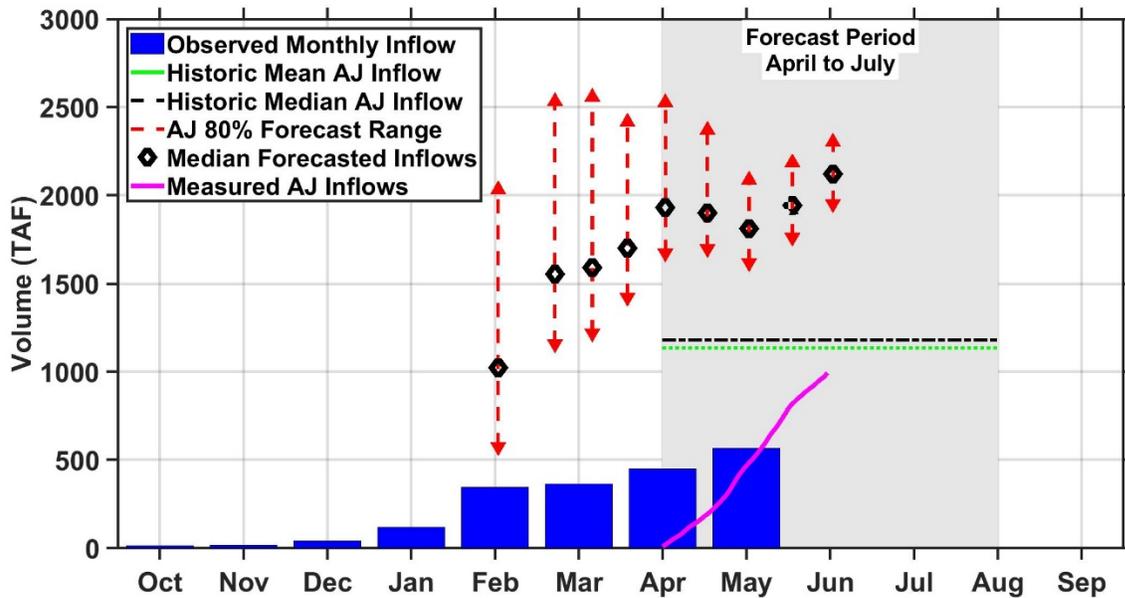


Figure 6: The Water Supply Forecast Model (WSFM) median forecast at La Grange is well above the long term average, due to significant snowpack and precipitation in through the winter. The June 1st WSFM forecast predicts sufficient inflows to refill the Tuolumne River System by the end of runoff.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: July 9, 2019

Date: June 24, 2019

Subject: Notice of Completion - Dismantle of the El Granada Wooden Tank (Hazen's Tank) Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Dismantle the El Granada Wooden Tank (Hazen's Tank) 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 April 25, 2019 for the Dismantle of the El Granada Wooden Tank (Hazen's Tank) Project.

The work consisted of demolishing and disposing of roof; Dismantling wood walls, placed in movable bundles and delivered to Nunes plant and removed lid and top 2' of walls valve pit and filled pit with onsite soil. The site of the work is located within a parcel of land owned by the Coastside County Water District, APN 0047-320-040.

The work was completed on May 20, 2019. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name	COASTSIDE COUNTY WATER DISTRICT
Street	766 MAIN STREET
Address	HALF MOON BAY, CA 94019
City & State	

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On July 9, 2019 there was completed upon the hereinafter described real property a work of improvement as a whole named the Dismantle of El Granada Wooden Tank (Hazen's Tank) Project.

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

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

The site of the work is El Granada, an unincorporated community in San Mateo County. All work is within a parcel of land owned by the Coastside County Water District APN 047-320-040.

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: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on July 9, 2019 at Half Moon Bay, California
(Date) (Place where signed)

By: _____
David R. Dickson,
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Via: Dave Dickson, General Manager

Agenda: July 9, 2019

Date: July 2, 2019

Subject: Grandview Water Main Replacement Project Award of Contract for Engineering Services with EKI Environment and Water, Inc. for Engineering Design and Construction Support Services

Recommendation:

Authorize the General Manager to execute a professional services agreement with EKI Environment and Water Inc. (EKI) for engineering design, bid document and construction support services for the Grandview Water Main Replacement project for a not to exceed amount of \$56,100.

Background:

At the District's request, EKI has submitted the attached proposal for necessary design, engineering and construction support services to replace 2,300 linear feet of 2" Sch 40 PVC and 6" cast iron pipeline in the Grandview neighborhood. Staff proposes the District utilizes EKI's expertise in water main replacement design, bid document preparation and construction support services to replace these mains that are beyond their useful life.

Staff recommends awarding this work to EKI based on their reputation and experience with similar projects with the District.

Fiscal Impact:

Funding for this project is included in the Board adopted Fiscal Year 2019/2020 Capital Improvement Program Budget in the amount of \$60,000.

11 June 2019

Mr. David Dickson
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

**Subject: Proposal for Design and Construction Support Services for
CIP Project 14-27, Grandview Water Main Replacement**
Coastside County Water District, Half Moon Bay, California
(EKI B9-085)

Dear Mr. Dickson:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for design, bid support, and construction support services to implement Capital Improvement Project 14-27, Grandview Water Main Replacement (Project). This proposal is being prepared in response to the District's request at our 6 May 2019 conference call with the District.

PROJECT UNDERSTANDING

The Project will replace approximately 2,300 linear feet of 2" polyvinyl chloride (PVC) pipe on Golden Gate Avenue, Bancroft Avenue, Dwight Avenue, and Pacific Avenue and approximately 1,100 linear feet of 6" cast iron pipe (CIP) on Grandview Boulevard in Half Moon Bay, California. EKI walked the existing alignment with District staff to identify District preferences. Based on these discussions, the Project will abandon the existing 2" PVC lines and replace them with new 6" ductile iron pipe (DIP) mains. The existing 6" CIP on Grandview Boulevard will be abandoned and replaced with an 8" DIP main. The portion of the existing 6" CIP that crosses under Highway 1 to Grandview Boulevard will be replaced as part of a separate project. The Project scope is generally as shown in Figure 1.

The existing pipeline will remain in service during construction, with the new 6" and 8" DIP water mains installed parallel to the existing main in a new trench. Existing service connections, meter boxes, and hydrants along the pipeline alignment will also be replaced.

EKI will conduct a site investigation to collect surface feature and utility information and prepare a Project base map similar to those EKI prepared for the Ferdinand and Casa Del Mar Projects. The site investigations will capture utility surface features for water and other utilities, including USA markings and manhole and drain inlet invert depths which will allow for early conflict resolution. For buried utilities without surface features (such as PG&E, Comcast, and AT&T) we will request utility maps. For the Project base map, EKI will include parcel information from the San Mateo County online data and the 2017 County aerial imagery. The scope of work does not include a topographic survey.

Formerly known as Eler & Kalinowski, Inc.

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

PROPOSED SCOPE OF WORK

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

Task 1: Base Map Development

EKI will perform a site visit to locate and measure surface utility features (water valves, water meters, fire hydrants, power poles, drain inlets, manholes, invert depths, street widths, etc.) and capture USA markings (if available). These features will be used to develop a base map to support design.

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

Deliverables:

- A PDF and four (4) 11" x 17" hard copies of the draft Project base map.

EKI Assumptions:

- The District will provide any as-built records for the Project area, if available.
- The District will mark their water line and call USA for the marking of other utilities in the area prior to the survey.
- EKI will request as-built information from other utilities, including Pacific Gas and Electric (PG&E) and the City of Half Moon Bay (for storm and sewer lines).
- The District will assist in the field with removing and replacing manhole covers for measuring inverts.
- EKI will rent a Trimble R10 GPS unit for locating utility features.
- Project plan view sheets will be based on aerial data, District water line GIS files, and information collected in the field.
- No topographic survey will be completed as part of the Project.
- The project area is outside the Caltrans right-of-way.

Task 2: Design and Bid Services

Based on discussions with the District, EKI will provide three design submittals corresponding to 50%, 100% (Draft Final), and Final design level development. The 50% Design submittal will include plan view sheets, District standard details, a table of contents for the specifications, and an opinion of probable construction cost (OPC). The 100% and Final Design submittals will be a complete set of Contract Documents ready for bid and include plan view sheets, connection details, specifications, and an updated OPC. The Final Design submittal will be signed and stamped contract documents. Design review

meetings at the District office will be held for the 50% and 100% design submittal with comments documented and tracked to confirm incorporation into subsequent submittals.

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

Table 1. Anticipated List of Contract Drawings

Sheet No.	Description
1	Title Sheet, Legend, Key Map and Notes
2	Plan, Grandview Blvd - 1
3	Plan, Grandview Blvd - 2
4	Plan, Golden Gate Ave.
5	Plan, Bancroft Ave.
6	Plan, Dwight Ave.
7	Plan, Pacific Ave.
8	Water Details - 1
9	Water Details - 2
10	Construction Best Management Practices

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

Deliverables:

- 50% Design Submittal: A PDF and five (5) 11" x 17" hard copies of the 50% Plans; PDFs and five (5) hard copies of the 50% OPC and technical specifications table of contents.
- 100% Design Submittal: PDF and five (5) 11" x 17" hard copies of the 100% Plans; PDF and five (5) hard copies of the 100% Specifications; and a PDF and five (5) hard copies of the 100% OPC.
- Final Design Submittal: A PDF and five (5) 22" x 34" hard copies of the signed and stamped Final Plans; PDF and five (5) hard copies of the signed and stamped Final Specifications; an editable word file of the Notice to Bidders.
- 50% and 100% Design Review Meeting minutes and comments logs within 5 days of the meeting.
- Response to bidders' questions.
- Bid addendum.
- Bid review email.

EKI Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details.
- No profile view will be included on the plans.
- Full-sized plans will be 22" x 34".
- Curb and gutter, sidewalk, and/or driveway improvements required as a result of Project will employ City of Half Moon Bay standard details, unless directed otherwise by the District. District

will provide any City-specific standard details should a sidewalk and/or other public facility require improvement as the result of the Project.

- The District will review and provide comments at the 50% and 100% levels of design.
- Any additional coordination associated with curb and gutter, sidewalk and/or other driveway improvements shall be performed by the District.
- EKI will coordinate with Barker Blue to host the Bid Documents.
- EKI will prepare responses to bidder's questions electronically.
- EKI assumes that one bid addendum will be required.

Task 3: Engineering Support During Construction

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

Deliverables:

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

EKI Assumptions:

- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.
- EKI will review 4 submittals and 2 resubmittals at a level of effort of 4 hours per review.
- EKI will review 3 RFIs at a level of effort of 4 hours per review.
- EKI will attend the preconstruction meeting.
- EKI will attend periodic site visits during construction (3 assumed).
- EKI will prepare record drawings based on the redline drawings provided by the Contractor.

PROJECT SCHEDULE

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

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2019. Based on the proposed Scope of Work described above, we estimate a budget of \$56,100 for the completion of Tasks 1, 2, and 3 as shown by task in Table 2 and detailed in Table 3.

Table 2. Proposed Cost by Tasks

Task	Description	Task Total
1	Base Map Development	\$11,300
2	Design and Bid Support	\$30,100
3	Engineering Support During Construction	\$14,700
Total Estimated Budget		\$56,100

TERMS AND CONDITIONS

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

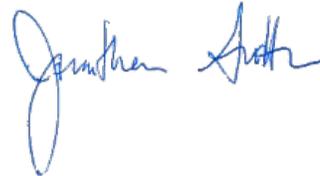
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI Environment & Water, Inc.



Jenn Hyman, P.E., LEED AP
Vice President
for
Stephen A. Tarantino, P.E.
Vice President

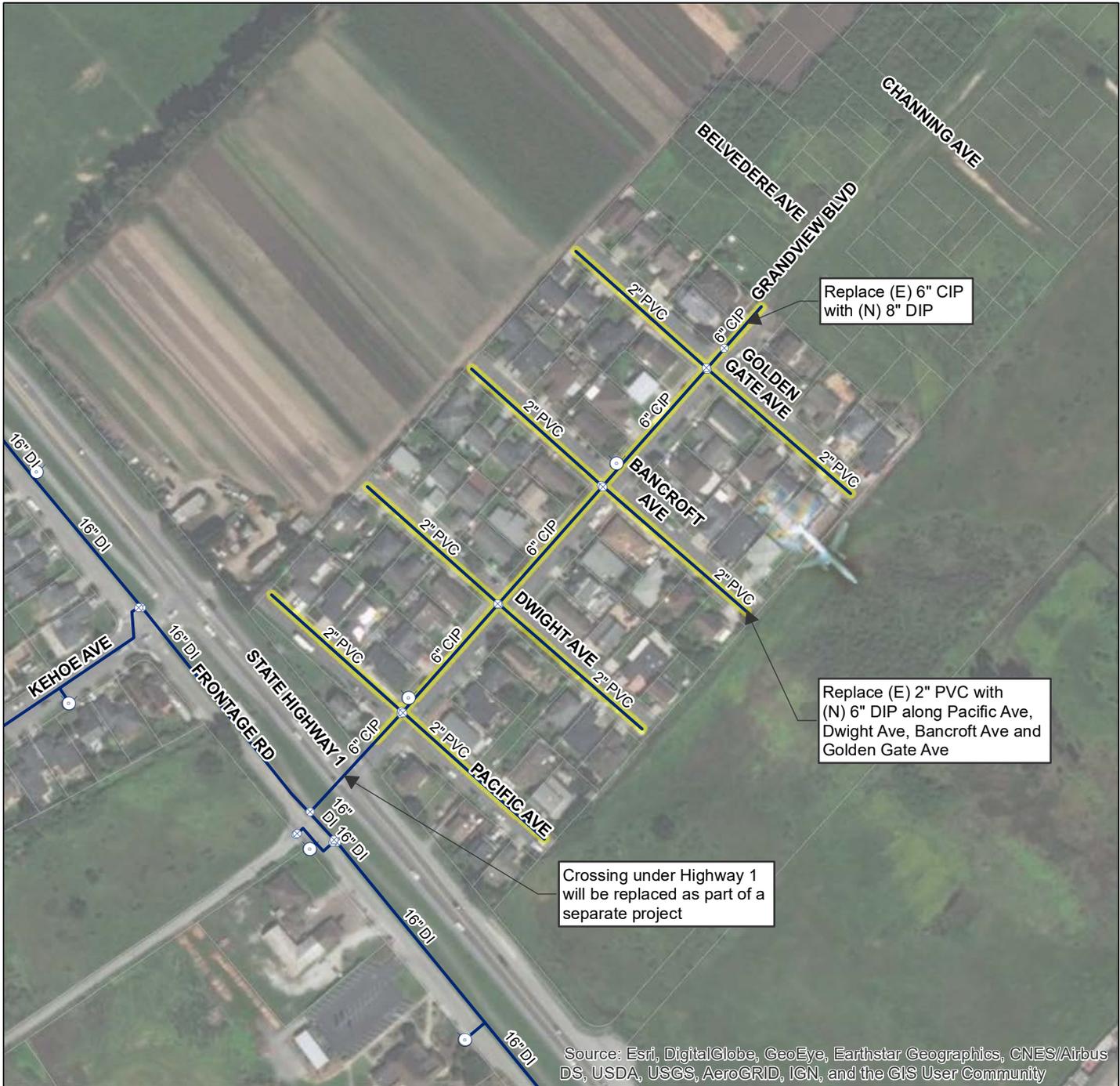


Jonathan Sutter, P.E.
Project Manager

Estimated Fee - CIP Project 14-27 Grandview 2-Inch Water Main Replacement

Task Order No. 6
Coastside County Water District, Half Moon Bay, California
(EKI B9-085)

TASKS	ESTIMATED HOURLY LABOR					LABOR COST (\$)	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL		
	EKI Staff						UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)	
	SEC	Susan Xie	Taylor Allen	Jonathan Sutter, P.E.	Jenn Hyman, P.E.										
82	129	129	219	286											
Task 1 - Base Map Development															
Project Management				2		\$438								\$438	
Utility Research		4				\$516								\$516	
Conduct Surface Feature Field Investigation		8	8			\$2,064	LS	1	\$400	\$400	\$40	\$440		\$2,504	
Prepare AutoCAD Base Maps		24	6	2	1	\$4,594								\$4,594	
Site Visit to Confirm Base Map			4	4		\$1,392								\$1,392	
Finalize Base Map		6	2	2		\$1,470								\$1,470	
Communications Fee (EKI Labor Only)								4%	\$10,474			\$419		\$419	
Task 1 Subtotal		42	20	10	1	\$10,474				\$400	\$40	\$859		\$11,333	\$11,300
Task 2 - Design and Bid Support															
Project Management				4		\$876								\$876	
Develop 50% Drawings		40	12	4		\$7,584								\$7,584	
Develop 50% Opinion of Probable Construction Cost		4	2	1		\$993								\$993	
QA/QC 50% Design Submittal					4	\$1,144								\$1,144	
Prepare, Conduct, and Document 50% Design Review Workshop	2	4	4	2	2	\$2,206	LS	1	\$300	\$300	\$30	\$330		\$2,536	
Develop 100% Drawings		24	6	2		\$4,308								\$4,308	
Develop 100% Specifications		12	4	2		\$2,502								\$2,502	
Update 100% Opinion of Probable Construction Cost		2	1	1		\$606								\$606	
QA/QC 100% Design Submittal					4	\$1,144								\$1,144	
Prepare, Conduct, and Document 100% Design Review Workshop	2	4	4	2		\$1,634	LS	1	\$300	\$300	\$30	\$330		\$1,964	
Develop Final Design Submittal		8	2	1		\$1,509	LS	1	\$1,000	\$1,000	\$100	\$1,100		\$2,609	
QA/QC Final Design Submittal					2	\$572								\$572	
Provide Bid Support (respond to questions and review bids)		8	4	2		\$1,986	LS	1	\$200	\$200	\$20	\$220		\$2,206	
Communications Fee (EKI Labor Only)								4%	\$27,064			\$1,083		\$1,083	
Task 2 Subtotal	4	106	39	21	12	\$27,064				\$1,500	\$180	\$3,063		\$30,127	\$30,100
Task 3 - Engineering Support During Construction															
Project Management				2											
Attend Pre-Construction Meeting		6	2	2		\$1,470								\$1,470	
Review Submittals (4 submittals and 2 resubmittals)		16	4	4	2	\$4,028								\$4,028	
Respond to Requests for Information, RFIs (3 RFIs)		8	4	4	2	\$2,996								\$2,996	
Periodic Field Visits (3)		4	12	6		\$3,378								\$3,378	
Preparation of Record Drawings		8	4	2	1	\$2,272								\$2,272	
Communications Fee (EKI Labor Only)								4%	\$14,144			\$566		\$566	
Task 3 Subtotal		42	26	20	5	\$14,144						\$566		\$14,710	\$14,700
TOTALS:	4	190	85	51	18	\$51,682				\$2,200	\$220	\$4,487		\$56,169	\$56,100



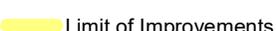
Replace (E) 6" CIP with (N) 8" DIP

Replace (E) 2" PVC with (N) 6" DIP along Pacific Ave, Dwight Ave, Bancroft Ave and Golden Gate Ave

Crossing under Highway 1 will be replaced as part of a separate project

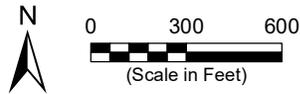
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend

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

Notes

1. All locations are approximate.



Project Scope of Work

Grandview 2-Inch Water Main Replacement
CIP Project 14-27
Coastside County Water District

Half Moon Bay, California
June 2019
B9-085



Figure 1

Path: X:\B60108\Maps\...01\2019\06\Grandview_proposal.mxd

Proposal/Agreement Date: 11 JUNE 2019

EKI Proposal # B9-085

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.¹

1 January 2019

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	286
Principal Engineer-Scientist	275
Supervising I, Engineer-Scientist	265
Supervising II, Engineer-Scientist	255
Senior I, Engineer-Scientist	243
Senior II, Engineer-Scientist	230
Associate I, Engineer-Scientist	219
Associate II, Engineer-Scientist	205
Engineer-Scientist, Grade 1	191
Engineer-Scientist, Grade 2	180
Engineer-Scientist, Grade 3	165
Engineer-Scientist, Grade 4	146
Engineer-Scientist, Grade 5	129
Engineer-Scientist, Grade 6	113
Technician	104
Senior GIS Analyst	133
CADD Operator / GIS Analyst	118
Senior Administrative Assistant	130
Administrative Assistant	103
Secretary	85

Direct Expenses

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

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

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

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

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

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

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

¹ Formerly known as Erler & Kalinowski, Inc.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Via: Dave Dickson, General Manager

Agenda: July 9, 2019

Date: July 2, 2019

Subject: Pine/Willow/Oak Water Main Replacement Project Award of Contract for Engineering Services with EKI Environment and Water, Inc. for Engineering Design and Construction Support Services

Recommendation:

Authorize the General Manager to execute a professional services agreement with EKI Environment and Water Inc. (EKI) for engineering design, bid document and construction support services for the Pine/Willow/Oak Water Main Replacement project for a not to exceed amount of \$69,700.

Background:

At the District's request, EKI has submitted the attached proposal for necessary design, engineering and construction support services to replace 1,350 linear feet of 8 inch Cast Iron Pipe (CIP) on Pilarcitos Ave. and 3,000 linear feet of 4 inch CIP on Pine Avenue, Laurel Avenue, Willow Avenue, Cypress Avenue and Oak Avenue in the Pine/Willow/Oak neighborhood. Staff proposes the District utilizes EKI's expertise in water main replacement design, bid document preparation and construction support services to replace these water mains that are beyond their useful life.

Staff recommends awarding this work to EKI based on their reputation and experience with similar projects with the District.

Fiscal Impact:

Funding for this project is included in the Board adopted Fiscal Year 2019/2020 Capital Improvement Program Budget in the amount of \$70,000.

11 June 2019

Mr. David Dickson
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

**Subject: Proposal for Design and Construction Support Services for
CIP Project 18-01, Pine/Willow/Oak Water Main Replacement**
Coastside County Water District, Half Moon Bay, California
(EKI B9-086)

Dear Mr. Dickson:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for design, bid support, and construction support services to implement Capital Improvement Project 18-01, Pine/Willow/Oak Pipeline Replacement (Project). This proposal is being prepared in response to the District's request at our 6 May 2019 conference call with the District.

PROJECT UNDERSTANDING

The Project will replace approximately 1,350 linear feet (LF) of 8-inch cast iron pipe (CIP) on Pilarcitos Avenue and 3,000 LF of 4-inch CIP on Pine Avenue, Laurel Avenue, Willow Avenue, Cypress Avenue, and Oak Avenue in Half Moon Bay, California. EKI walked the existing alignment with District staff to identify the Project scope and District preferences. Based on these discussions, the Project will abandon the existing 4" CIP lines and replace them with 6" ductile iron pipe (DIP). The existing 8" CIP main on Pilarcitos Avenue will be abandoned and replaced with a new 8" DIP main. The existing 6" DIP main on Jenna Lane was installed in 2001 and will not be replaced as part of this Project. The design of the Pilarcitos Creek crossing that connects the northern end of Pilarcitos Avenue to the Strawflower Shopping Center will be completed as part of a separate project and bid package. The Project scope is generally as shown in Figure 1.

The existing pipelines will remain in service during construction, with the new 6" and 8" DIP installed parallel to the existing main in a new trench. Existing service connections, meter boxes, and hydrants along the pipeline alignment will also be replaced.

EKI will conduct a site investigation to collect surface feature and utility information and prepare a Project base map similar to those EKI prepared for the Ferdinand and Casa Del Mar Projects. The site investigations will capture utility surface features for water and other utilities, including USA markings and manholes invert depths which will allow for early conflict resolution. For the Project base map, EKI

will include parcel information from the San Mateo County online data and the 2017 County aerial imagery. The scope of work does not include a topographic survey.

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

PROPOSED SCOPE OF WORK

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

Task 1: Base Map Development

EKI will perform a site visit to locate and measure surface utility features (water valves, water meters, fire hydrants, power poles, manholes, invert depths etc.) and capture USA markings (if available). These features will be used to develop a base map to support design.

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

Deliverables:

- A PDF and four (4) 11" x 17" hard copies of the draft Project base map.

EKI Assumptions:

- The District will provide any as-built records for the Project area, if available.
- The District will mark their water line and call USA for the marking of other utilities in the area prior to the survey.
- EKI will request as-built information from other utilities, including Pacific Gas and Electric (PG&E) and the City of Half Moon Bay.
- The District will assist in the field with removing and replacing manhole lids for measuring inverts.
- EKI will rent a Trimble R10 GPS unit for locating utility features.
- Project plan view sheets will be based on aerial data, District water line GIS files, and survey information.
- No topographic survey will be completed as part of the Project.

Task 2: Design and Bid Services

Based on discussions with the District, EKI will provide three design submittals corresponding to 50%, 100% (Draft Final), and Final design level development. The 50% Design submittal will include plan view sheets, District standard details, a table of contents for the specifications, and an opinion of probable construction cost (OPC). The 100% and Final Design submittals will be a complete set of Contract

Documents ready for bid and include plan view sheets, connection details, specifications, and an updated OPC. The Final Design submittal will be signed and stamped contract documents. Design review meetings at the District office will be held for the 50% and 100% design submittal with comments documented and tracked to confirm incorporation into subsequent submittals.

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

Table 1. Anticipated List of Contract Drawings

Sheet No.	Description
1	Title Sheet, Legend, Key Map and Notes
2	Plan, Pilarcitos Ave 1
3	Plan, Pilarcitos Ave 2
4	Plan, Pilarcitos Ave 3
5	Plan, Oak Ave
6	Plan, Cypress Ave
7	Plan, Willow Ave 1
8	Plan, Willow Ave 2
9	Plan, Laurel Ave 1
10	Plan, Laurel Ave 2
11	Plan, Pine Ave 1
12	Plan, Pine Ave 2
13	Water Details - 1
14	Water Details - 2
15	Water Details - 3
16	Construction Best Management Practices

During the bidding period, EKI will provide the District responses to questions from prospective bidders and provide a review of bids to determine if bids are responsive and responsible.

Deliverables:

- 50% Design Submittal: A PDF and five (5) 11" x 17" hard copies of the 50% Plans; PDFs and five (5) hard copies of the 50% OPC and technical specifications table of contents.
- 100% Design Submittal: PDF and five (5) 11" x 17" hard copies of the 100% Plans; PDF and five (5) hard copies of the 100% Specifications; and a PDF and five (5) hard copies of the 100% OPC.
- Final Design Submittal: A PDF and five (5) 22" x 34" hard copies of the signed and stamped Final Plans; PDF and five (5) hard copies of the signed and stamped Final Specifications; an editable word file of the Notice to Bidders.
- 50% and 100% Design Review Meeting minutes and comments logs within 5 days of the meeting.
- Response to bidders' questions.
- Bid addendum.
- Bid review email.

EKI Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details.
- No profile view will be included on the plans
- Full-sized plans will be 22" x 34".
- Curb and gutter, sidewalk, and/or driveway improvements required as a result of Project will employ City of Half Moon Bay standard details, unless directed otherwise by the District. District will provide any City-specific standard details should a sidewalk and/or other public facility require improvement as the result of the Project.
- The District will review and provide comments at the 50% and 100% levels of design.
- Any additional coordination associated with curb and gutter, sidewalk and/or other driveway improvements shall be performed by the District.
- EKI will coordinate with Barker Blue to host the Bid Documents.
- EKI will attend the bid opening.
- EKI will prepare responses to bidder's questions electronically.
- EKI assumes that one bid addendum will be required.

Task 3: Engineering Services During Construction Services

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

Deliverables:

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

EKI Assumptions:

- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.
- EKI will review 4 submittals and 2 resubmittals at a level of effort of 4 hours per review.
- EKI will review 3 RFIs at a level of effort of 4 hours per review.
- EKI will attend the preconstruction meeting.
- EKI will attend periodic site visits during construction (3 assumed).
- EKI will prepare record drawings based on the redline drawings provided by the Contractor.

PROJECT SCHEDULE

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

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2019. Based on the proposed Scope of Work described above, we estimate a budget of \$69,700 for the completion of Tasks 1, 2, and 3 as shown by task in Table 2 and detailed in Table 3.

Table 2. Proposed Cost by Tasks

Task	Description	Task Total
1	Base Map Development	\$16,300
2	Design and Bid Support	\$38,500
3	Engineering Support During Construction	\$14,900
Total Estimated Budget		\$69,700

TERMS AND CONDITIONS

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

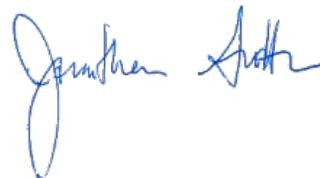
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI Environment & Water, Inc.



Jenn Hyman, P.E., LEED AP
Vice President
for
Stephen A. Tarantino, P.E.
Vice President



Jonathan Sutter, P.E.
Project Manager

Estimated Fee - CIP Project 18-01 Pine/Willow/Oak Pipeline Replacement

Task Order No. 5
Coastside County Water District, Half Moon Bay, California
(EKI B9-086)

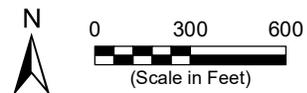
TASKS	ESTIMATED HOURLY LABOR					LABOR COST (\$)	DIRECT COSTS				TOTAL DIRECT COSTS	TOTAL		
	EKI Staff						UNIT	QUANTITY	UNIT COST	TOTAL COST		MARKUP ON DIRECT COSTS 10%	TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
	SEC	Susan Xie	Taylor Allen	Jonathan Sutter, P.E.	Jenn Hyman, P.E.									
Task 1 - Base Map Development														
Project Management				2		\$438							\$438	
Utility Research			4			\$516							\$516	
Conduct Surface Feature Field Investigation		12	12			\$3,096	LS	1	\$800	\$800	\$80	\$880	\$3,976	
Prepare AutoCAD Base Maps			40	8	1	\$7,198							\$7,198	
Site Visit to Confirm Base Map			6	6		\$2,088							\$2,088	
Finalize Base Map			8	2		\$1,470							\$1,470	
Communications Fee (EKI Labor Only)								4%	\$14,806			\$592	\$592	
Task 1 Subtotal		12	70	18	1	\$14,806				\$800	\$80	\$1,472	\$16,278	\$16,300
Task 2 - Design and Bid Support														
Project Management				4		\$876							\$876	
Develop 50% Drawings			60	8		\$9,492							\$9,492	
Develop 50% Opinion of Probable Construction Cost			8	2		\$1,470							\$1,470	
QA/QC 50% Design Submittal					6	\$1,716							\$1,716	
Prepare, Conduct, and Document 50% Design Review Workshop	2		6	3	2	\$2,167	LS	1	\$300	\$300	\$30	\$330	\$2,497	
Develop 100% Drawings			40	6		\$6,474							\$6,474	
Develop 100% Specifications			14	4		\$2,682							\$2,682	
Update 100% Opinion of Probable Construction Cost			4	2		\$954							\$954	
QA/QC 100% Design Submittal					6	\$1,716							\$1,716	
Prepare, Conduct, and Document 100% Design Review Workshop	2		6	2		\$1,376	LS	1	\$300	\$300	\$30	\$330	\$1,706	
Develop Final Design Submittal			12	4		\$2,424	LS	1	\$1,000	\$1,000	\$100	\$1,100	\$3,524	
QA/QC Final Design Submittal					3	\$858							\$858	
Provide Bid Support (respond to questions and review bids)			16	4		\$2,940	LS	1	\$200	\$200	\$20	\$220	\$3,160	
Communications Fee (EKI Labor Only)								4%	\$35,145			\$1,406	\$1,406	
Task 2 Subtotal	4		166	39	17	\$35,145				\$1,500	\$180	\$3,386	\$38,531	\$38,500
Task 3 - Engineering Support During Construction														
Project Management				2		\$438							\$438	
Attend Pre-Construction Meeting			6	2		\$1,212							\$1,212	
Review Submittals (4 submittals and 2 resubmittals)			18	6		\$3,636							\$3,636	
Respond to Requests for Information, RFIs (3 RFIs)			12	6	2	\$3,434							\$3,434	
Periodic Field Visits (3)			12	8		\$3,300							\$3,300	
Preparation of Record Drawings			12	2	1	\$2,272							\$2,272	
Communications Fee (EKI Labor Only)								4%	\$14,292			\$572	\$572	
Task 3 Subtotal			60	26		\$14,292						\$572	\$14,864	\$14,900
TOTALS:	4	12	296	83	21	\$64,243				\$2,600	\$260	\$5,430	\$69,673	\$69,700



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

Legend

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



Notes

1. All locations are approximate.

Project Scope of Work

Pine Willow Oak Pipeline Replacement
 CIP Project 18-01
 Coastside County Water District

Half Moon Bay, California
 June 2019
 B9-085



Figure 1

Path: X:\B60108\Maps\...01\2019\06\PineWillowOak_proposal.mxd

Proposal/Agreement Date: 11 JUNE 2019

EKI Proposal # B9-086

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.¹

1 January 2019

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	286
Principal Engineer-Scientist	275
Supervising I, Engineer-Scientist	265
Supervising II, Engineer-Scientist	255
Senior I, Engineer-Scientist	243
Senior II, Engineer-Scientist	230
Associate I, Engineer-Scientist	219
Associate II, Engineer-Scientist	205
Engineer-Scientist, Grade 1	191
Engineer-Scientist, Grade 2	180
Engineer-Scientist, Grade 3	165
Engineer-Scientist, Grade 4	146
Engineer-Scientist, Grade 5	129
Engineer-Scientist, Grade 6	113
Technician	104
Senior GIS Analyst	133
CADD Operator / GIS Analyst	118
Senior Administrative Assistant	130
Administrative Assistant	103
Secretary	85

Direct Expenses

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

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

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

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

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

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

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

¹ Formerly known as Erler & Kalinowski, Inc.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: July 9, 2019

Report

Date: July 3, 2019

Subject: Approval of Professional Services Agreement with EKI Environment and Water for Capital Project Management Support

Recommendation:

Authorize the General Manager to retain the professional services of EKI Environment and Water (EKI) for capital project management support for the 2019-2020 fiscal year for a not-to-exceed budget of \$180,000.

Background:

The District's Capital Improvement Program (CIP) includes projects totaling over \$15M through June 2022. Many of these projects require extensive preparations – planning, design, environmental documentation, permitting, bidding, and contract management. In reviewing the progress made in implementing projects during FY 2018-2019, it became clear to District staff that we need assistance in managing and implementing our major capital projects to meet the objectives that the District has set.

At the January 8, 2019 meeting, the Board approved a professional services agreement with EKI Environment and Water (EKI) for an initial time and materials budget of \$40,000. An additional budget amount of \$75,000 was approved at the March 12, 2019 meeting to cover EKI's services through the end of FY 2018-2019.

Since January 2019, EKI has assisted the District with:

- Developing and maintaining a master CIP project schedule, along with a prioritized list of key projects and action items;
- Conducting and documenting biweekly progress meetings with District staff;
- Updating the District's hydraulic model and applying it to support decisions regarding key storage tank projects;
- Developing and managing the RFP and consultant selection process for seismic evaluation of five of the District's storage tanks;
- Fast tracking (2) priority pipeline projects (Ferdinand and Casa del Mar) through design and bidding, with construction to begin in July 2019.

STAFF REPORT

Agenda: July 9, 2019

Subject: Approval of EKI Professional Services Agreement

Page Two

- Scope development for other pipeline projects including Highway 92; Pilarcitos Creek (Strawflower); Grandview Boulevard Pipeline Replacement Project; Pine-Willow-Oak Pipeline Replacement project.

Based on EKI's responsiveness and excellent support provided on the above projects and others during FY 2018-2019, staff recommends that the Board approve a professional services agreement for capital project management support for FY 2019-2020 for a not-to-exceed amount of \$180,000. The attached EKI proposal dated June 26, 2019 outlines the scope of their effort.

Fiscal Impact:

Cost of \$180,000 to be partially funded by the Studies/Surveys/Consulting (Account 5318) and Engineering (Account 5382) line items. Costs directly attributable to CIP will be charged against the CIP projects.

26 June 2019

Mr. David Dickson
Ms. Mary Rogren
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: Proposal for Continuing Capital Project Management Support
Coastside County Water District, Half Moon Bay, California
(EKI B80108.01)

Dear Mr. Dickson:

EKI Environment & Water, Inc. (EKI) is pleased to submit this proposal for continued consulting services to assist Coastside County Water District (District) with the management of the District's Capital Improvement Program (CIP). This work would be performed under the terms of our 19 October 2018 consulting agreement with the District.

PROJECT UNDERSTANDING

EKI has been assisting the District with the management of its 3-year CIP, including project prioritization, scheduling, budgeting, and implementation. To date, EKI has initiated the following tasks:

- Development of an updated CIP schedule and projected cash flow;
- Caltrans permitting support and preparation of a Caltrans Encroachment Policy Exemption Request for the PRV Project;
- RFP preparation and evaluation for the selection of a structural engineering firm to perform a seismic evaluation of five potable water storage welded steel tanks;
- Management of the selected firm in completing the storage tank seismic evaluation;
- Hydraulic model updates and evaluations of the proposed PRV Project and modifications to Alves and El Granada 1 (EG-1) Tanks;
- Initial planning for replacement of the 12-inch distribution pipeline along Highway 92; and
- Scope development for the Pilarcitos Creek (Strawflower) horizontal directional drilling preliminary design; Grandview Boulevard Pipeline Replacement Project; Pine Willow Oaks Pipeline Replacement Project; and the Grandview Boulevard, Terrance Avenue, and Silver Avenue Highway 1 Pipeline Crossings Project.

Formerly known as Eler & Kalinowski, Inc.

The District requested that EKI continue assisting with the management of its 3-year CIP for Fiscal Year 2019-2020. Therefore, EKI has prepared this proposal for the scope of work described in the following sections.

PROPOSED SCOPE OF WORK

EKI will provide the District continued consulting services for implementing the District's CIP. Specific tasks to be performed by EKI are anticipated to include those described below. However, the task list may evolve as the projects progress.

Task 1. Program and Project Management

EKI will coordinate and participate in biweekly update meetings with the District. The meeting will include updates on the schedules and budgets for ongoing projects and discussions of any current or anticipated issues and action items. In addition, EKI and the District will discuss the anticipated scopes, schedules, and budgets for future upcoming projects. EKI and the District will establish priorities for completing future projects that do not have established schedules. EKI will prepare meeting agendas and document the meeting discussions with summary emails.

EKI will invoice CCWD every four (4) weeks and include a progress report and detailed accounting of time charged. Other project management activities include budget tracking, staff management, and health and safety for field work.

Deliverables: Invoice Progress Reports and Biweekly Meeting Agendas and Summary Emails.

Task 2 - Implementation of Pipeline Projects

For ongoing and upcoming pipeline projects, EKI will provide engineering consulting to support District staff. EKI's efforts may include the following:

- Provide as-needed construction management services for the PRV Project and Ferdinand Project. Services may include attendance at meetings, periodic site visits, permitting support, and negotiations with contractors.
- Develop scope of work for completion of the design of the *Pilarcitos Canyon Pipeline Replacement Project (CIP Project 07-03)* including incorporating SFPUC requirements (i.e., required engineering investigations and calculations) and CEQA requirements in the project documents.
- Develop scopes of work for remaining pipeline projects.
- Select and manage an environmental permitting consultant to provide CEQA, Fish and Wildlife Permitting, Coastal Development Permitting services, as needed.
- Assist District staff in coordinating with the City of Half Moon Bay, Caltrans, San Mateo County, including permitting support, as needed.

Deliverables: As needed for each project.

Task 3 - Implementaion of Tank Seismic Evaluation/Coating and Rehabilitation Projects

EKI will continue to assist the District staff in the implementation of the seismic evaluation of the five welded steel tanks: Half Moon Bay (HMB) 1 through 3; Cahill; and Miramar Tanks including managing the selected structural engineer and coordinating with the District regarding next steps once the structural evaluation has been completed. EKI will also assist the District in implementing recommendations for Alves Tank and EG-1. Specific tasks can include:

- Assist the District in reviewing the results and the structural upgrades or replacement alternatives presented in the Seismic Evaluation.
- Assist the District in developing a comprehensive approach and priorities for implementing the seismic and other tank improvements including recoating.
- Plan approach to abandon EG-1 Tank and implement EG-1 pump station modifications recommended by the hydraulic modeling analysis.
- Evaluate operational implications for the recommendation to lower maximum operating levels, using the District's updated hydraulic model.
- Management tasks for the resulting tank design and construction projects.

Deliverables: Draft and Final Technical Memorandum summarizing the 1) proposed approach for implementing the tank improvements 2) an updated CIP prioritization and cash flow. Presentation materials for the Facilities Committee Meeting.

Task 4 - Hydraulic Model Analysis

EKI has nearly completed updates to the District's hydraulic model. These include updating pipe materials and sizes based on recent improvements, verifying and updating model elevations using publicly available LiDAR data, verifying and updating all pump curves, updating and reallocating demands based on billing data, updating peaking factors and diurnal patterns based on SCADA data, and populating controls in the model based on City operations to simulate when pumps should turn on/off and valves should close/open. EKI will continue efforts to update the District's hydraulic model. Specific tasks may include the following:

- Update PRV settings within the model to ensure they reflect the actual settings.
- Attempt to reconcile results from recent hydrant flow tests and potentially identify new calibration tests.
- Perform an extended period simulation (EPS) calibration to confirm that the model simulates actual District operations based on SCADA data previously provided by the District.
- Evaluate average distribution water pressure for compliance with SB555.
- Evaluate whether the 10" pipeline that at Magellan Avenue and Highway 1 can be abandoned.

Deliverables: Draft and Final Technical Memorandum on the updated hydraulic model summarizing the upgrades performed, calibration results, and engineering evaluations.

Task 5 - As-Needed Consulting Services

EKI will provide general consulting services on an as-needed basis including attending meetings, preparing correspondences, supporting regular communications, and providing technical or programmatic support on various CIP-related issues.

PROJECT SCHEDULE

EKI will continue to perform this scope of work in accordance with a mutually agreeable schedule.

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with the terms of our 19 October 2018 Professional Services agreement and our current Schedule of Charges, dated 1 January 2019. We propose a budget of \$180,000 to perform portions of the scope of work described above, consistent with historical EKI expenditures for previous similar scopes of work. EKI anticipates that this budget will cover our services for fiscal year 2019-2020 (i.e., July 2019 through June 2020). EKI will not exceed the budget without written authorization from the District. Regular invoices will detail the expenditures to date for each of the above tasks.

TERMS AND CONDITIONS

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

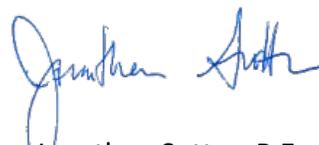
Thank you for the opportunity to work with the District on this Project. Please contact Jonathan Sutter or Stephen Tarantino at 650-292-9100 with any questions.

Very truly yours,

EKI Environment & Water, Inc.



Stephen A. Tarantino, P.E.
Vice President



Jonathan Sutter, P.E.
Project Manager

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: July 9, 2019

Report

Date: July 3, 2019

Subject: Fiscal 2018-2019 Year-End Financial Results - Preliminary

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes preliminary results for the Fiscal Year ending June 30, 2019. The results include preliminary estimates of year-end expense accruals but exclude depreciation, year-end audit and other adjustments to be finalized by December 2019. Key highlights include:

- Year-to-date operating revenue is \$45,000 or .4% above budget. Water sales were 600 million gallons (MG), versus a plan of 590 MG and 608 MG actual for the prior year.
- Year to date non-operating revenue is \$382,000 or 29% above budget, including:
 - \$187,000 higher tax receipts;
 - \$154,000 higher ERAF refund (which includes a \$58,000 one-time ERAF payment);
 - \$46,000 additional LAIF interest (resulting from moving District cash balances to LAIF and benefiting from a higher interest rate than recent years;)
 - (\$5,000) offsets.
- Year-to-date operating expenses are \$127,000 or 1.5% below budget. Key budget variances include:
 - (\$329,000) - resulting from higher water purchases from SFPUC, primarily due to the District's inability to utilize local source water at Denniston during the July to December 2018 timeframe given the lack of rainfall in the early part of the year. Note that the purchased water budget shortfall was \$613,000 at the end of December 2018. District Operations Staff was able to operate Denniston at record levels during March to June 2019, making up \$284,000 of the deficit.
 - (\$79,000) - for bond refunding expenses (\$47,000 in legal and \$32,000 in financial services.) Early in the fiscal year, the District refinanced its 2006B

- bond issue (remaining principal of \$5 Million.) As a result of the refinancing with a loan from Chase Bank, the District will save over \$700,000 in future interest payments.
- (\$79,000) – for higher maintenance expenses at Denniston treatment plant, primarily due to repairs of the contact clarifiers (\$45,000) and VFD and pump repairs (\$30,000.)
 - The above budget overages are offset by:
 - \$236,000 personnel-related cost savings due to position vacancies during the year and the partial service retirement of the General Manager resulting in a reduction of his salary expenses;
 - \$168,000 savings in PG&E expenses due to relying more heavily on Pilarcitos Lake (which is gravity fed) vs. pumping from the Crystal Springs Reservoir. In addition, PG&E savings resulted from not using Denniston facilities during the first half of the year.
 - \$35,000 one-time refund from the ACWA-JPIA Insurance Rate Stabilization Fund.
 - \$25,000 savings for election expenses.
 - \$23,000 other savings.
- Year-to-date debt service payments are \$98,000 under budget due to the refinancing of the District’s 2006 Series B Bonds that occurred in July 2018.
 - Contributions to the Capital Improvement Plan and Reserves are \$4,228,000 versus a plan of \$3,576,000.

Capital Improvement Plan (CIP):

The District spent \$2,075,000 on CIP during FY 2018-2019, which includes \$635,000 of carryover (prior year) projects. (The CIP budget for FY 2018-2019 is \$3,600,000.) Staff is currently working with EKI Environment and Water Inc. to project manage the CIP, and to accelerate work on key projects as we move into FY 2019-2020. Given project delays, District Staff expects a “catch-up” in the new year. (\$1,500,000 of Board approved projects will commence construction in July 2019.)

Cash Reserves:

Cash balances are \$2,500,000 higher than the previous year due to project delays on the Fiscal Year 2018/2019 CIP Plan.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS

Preliminary

For Fiscal Year Ending 6/30/2019

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	11,710,500.00	11,743,964.50	33,464.50	0.3%
1-0-4170-00	Water Taken From Hydrants	50,000.00	61,418.38	11,418.38	22.8%
TOTAL OPERATING REVENUE		11,760,500.00	11,805,382.88	44,882.88	0.4%
NON-OPERATING REVENUE					
1-0-4180-00	Late Notice -10% Penalty	60,000.00	55,779.35	(4,220.65)	-7.0%
1-0-4230-00	Service Connections	10,000.00	16,489.99	6,489.99	64.9%
1-0-4920-00	Interest Earned	6,236.00	52,668.15	46,432.15	744.6%
1-0-4930-00	Tax Apportionments/Cnty Checks	725,000.00	912,027.91	187,027.91	25.8%
1-0-4950-00	Miscellaneous Income	25,000.00	15,515.46	(9,484.54)	-37.9%
1-0-4955-00	Cell Site Lease Income	165,000.00	166,964.11	1,964.11	1.2%
1-0-4965-00	ERAF REFUND -County Taxes	325,000.00	479,200.50	154,200.50	0.0%
TOTAL NON-OPERATING REVENUE		1,316,236.00	1,698,645.47	382,409.47	29.1%
TOTAL REVENUES		13,076,736.00	13,504,028.35	427,292.35	3.3%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	1,900,998.00	2,230,468.45	(329,470.45)	-17.3%
1-1-5230-00	Pump Exp, Nunes T P	42,697.00	39,713.60	2,983.40	7.0%
1-1-5231-00	Pump Exp, CSP Pump Station	337,080.00	267,001.74	70,078.26	20.8%
1-1-5232-00	Pump Exp, Trans. & Dist.	26,965.00	20,071.73	6,893.27	25.6%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	39,248.00	28,575.22	10,672.78	27.2%
1-1-5234-00	Pump Exp. Denniston	130,000.00	52,733.05	77,266.95	59.4%
1-1-5242-00	CSP Pump Station Operations	10,700.00	16,293.48	(5,593.48)	-52.3%
1-1-5243-00	CSP Pump Station Maintenance	37,000.00	20,588.46	16,411.54	44.4%
1-1-5246-00	Nunes T P Operations	77,850.00	76,239.89	1,610.11	2.1%
1-1-5247-00	Nunes T P Maintenance	122,500.00	86,395.60	36,104.40	29.5%
1-1-5248-00	Denniston T.P. Operations	47,000.00	40,815.64	6,184.36	13.2%
1-1-5249-00	Denniston T.P. Maintenance	101,850.00	181,148.10	(79,298.10)	-77.9%
1-1-5250-00	Laboratory Services	71,450.00	83,946.35	(12,496.35)	-17.5%
1-1-5260-00	Maintenance -General	291,700.00	341,709.24	(50,009.24)	-17.1%
1-1-5261-00	Maintenance -Well Fields	40,000.00	9,549.47	30,450.53	76.1%
1-1-5263-00	Uniforms	12,500.00	10,165.97	2,334.03	0.0%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5318-00	Studies/Surveys/Consulting	160,000.00	158,959.99	1,040.01	0.7%
1-1-5321-00	Water Resources	25,200.00	21,845.26	3,354.74	13.3%
1-1-5322-00	Community Outreach	54,700.00	52,472.47	2,227.53	4.1%
1-1-5381-00	Legal	100,000.00	103,931.25	(3,931.25)	-3.9%
1-1-5382-00	Engineering	60,000.00	5,826.44	54,173.56	90.3%
1-1-5383-00	Financial Services	20,000.00	46,730.00	(26,730.00)	-133.7%
1-1-5384-00	Computer Services	163,600.00	165,431.99	(1,831.99)	-1.1%
1-1-5410-00	Salaries/Wages-Administration	1,133,880.00	972,306.48	161,573.52	14.2%
1-1-5411-00	Salaries & Wages -Field	1,400,532.00	1,351,191.49	49,340.51	3.5%
1-1-5420-00	Payroll Tax Expense	177,734.00	169,911.96	7,822.04	4.4%
1-1-5435-00	Employee Medical Insurance	444,246.00	444,654.26	(408.26)	-0.1%
1-1-5436-00	Retiree Medical Insurance	50,659.00	42,693.76	7,965.24	15.7%
1-1-5440-00	Employees Retirement Plan	598,859.00	587,765.84	11,093.16	1.9%
1-1-5445-00	Supplemental Retirement 401a	35,000.00	36,144.00	(1,144.00)	0.0%
1-1-5510-00	Motor Vehicle Expense	60,000.00	70,715.62	(10,715.62)	-17.9%
1-1-5620-00	Office Supplies & Expense	261,600.00	240,350.50	21,249.50	8.1%
1-1-5625-00	Meetings / Training / Seminars	26,000.00	42,073.08	(16,073.08)	-61.8%
1-1-5630-00	Insurance	129,000.00	96,478.44	32,521.56	25.2%
1-1-5687-00	Membership, Dues, Subscript.	75,970.00	68,881.86	7,088.14	9.3%
1-1-5688-00	Election Expenses	25,000.00	0.00	25,000.00	0.0%
1-1-5689-00	Labor Relations	6,000.00	0.00	3,000.00	50.0%
1-1-5700-00	San Mateo County Fees	20,000.00	14,309.38	5,690.62	28.5%
1-1-5705-00	State Fees	36,500.00	28,658.59	7,841.41	21.5%
TOTAL OPERATING EXPENSES		8,354,018.00	8,226,748.65	127,269.35	1.5%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	486,383.00	(1,812.44)	488,195.44	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	336,126.00	336,125.36	0.64	0.0%
1-1-5716-00	Debt Srvc/CIEDB 2016 (I-BANK)	324,235.00	324,234.72	0.28	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	0.00	390,286.27	(390,286.27)	
TOTAL CAPITAL ACCOUNTS		1,146,744.00	1,048,833.91	97,910.09	8.5%
TOTAL EXPENSES		9,500,762.00	9,275,582.56	225,179.44	2.4%
CONTRIBUTION TO CIP/RESERVES		3,575,974.00	4,228,445.79		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Patrick Miyaki, Legal Counsel

Agenda: July 9, 2019

Report

Date: June 25, 2019

**Subject: Consider approval of Resolution 2019-03 Establishing Appropriations
Limit Applicable to District during Fiscal Year 2019/2020**

Recommendation

Adopt Resolution establishing appropriations limit applicable to District during Fiscal Year 2019/2020.

Background

Article XIII B of the California Constitution, and its implementing legislation, requires each local agency to review the “appropriations limit” applicable to it annually. The “appropriations limit” is the maximum amount of “proceeds of taxes” which the District can appropriate during the fiscal year. Last year, the Board of Directors adopted the appropriations limit applicable during FY 2018/2019. The District has obtained data from the State Department of Finance concerning inflation and population changes from which the limit for the upcoming fiscal year has been calculated. The calculations are shown on the following page.

Fiscal Impact:

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

COASTSIDE COUNTY WATER DISTRICT

NOTICE OF DETERMINATION OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019 - 2020

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

Set out below is the methodology proposed to be used to calculate the Fiscal Year 2019-2020 appropriations limit for the District. The limit as set forth below will be considered and adopted at the meeting of the Board of Directors on July 9, 2019.

1. Appropriations limit for Fiscal Year 2018 - 2019	\$6,213,981
2. Population change (January 1, 2018 - January 1, 2019)	0.43%
3. Change in California per capita personal income Fiscal Year 2018 – 2019	3.85%
4. Fiscal Year 2019 - 2020 adjustment factor (1.0385 x 1.0043)	1.043
5. Fiscal Year 2019 - 2020 appropriations limit (\$6,213,981 x 1.043)	\$6,481,182

Dated: June 25, 2019

RESOLUTION NO. 2019-03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
ESTABLISHING THE APPROPRIATIONS LIMIT
APPLICABLE TO THE DISTRICT DURING FISCAL YEAR 2019-2020**

WHEREAS, by Resolution No. 2018-07, the Board of Directors established the appropriations limit applicable to the District during Fiscal Year 2018-2019 as \$6,213,981.

WHEREAS, Article XIII B of the California Constitution and Sections 7902(b) and 7910 of the Government Code require that each local agency subject thereto establish by resolution the appropriations limit applicable during Fiscal Year 2019-2020 by applying to the limit for Fiscal Year 2018-2019 the factors, as issued by the California Department of Finance, reflecting changes in population and per capita personal income; and

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

WHEREAS, the applicable factors are as follows: (1) the change in the California per capita personal income was 3.85%, and (2) the applicable change in population from January 1, 2018 to January 1, 2019 was 0.43%.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastsides County Water District that the appropriations limit for Fiscal Year 2019-2020 is hereby established as \$6,481,182.

PASSED AND ADOPTED this 9th day of July 2019, by the following vote of the Board:

AYES:

NOES:

ABSENT:

Ken Coverdell, President
Board of Directors

ATTEST:

David R. Dickson, General Manager
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: July 9, 2019

Date: July 2, 2019

Subject: Backhoe Replacement

Recommendation:

Authorize the General Manager to trade in the old John Deere backhoe and purchase a new one for \$157,694.17

Background:

Our current John Deere backhoe is 17 years old, nearing the end of its useful life and will soon no longer be compliant with upcoming Air Resources Board off road diesel engine emissions requirements. If the District waits until the 2025 deadline to replace this backhoe, with one that meets the Tier 4 emissions requirements, the District will be required to also replace the Skip Loader that is stored at Denniston. If the staff replaces the backhoe by 2023, the District will be able to keep the existing skip loader indefinitely. Staff is recommending the District do the replacement in advance of the deadline since the old backhoe will have little to no trade in value as the compliance deadline approaches.

PAPE' machinery is the sole authorized John Deere dealer. Staff has solicited bids from three PAPE' machinery dealerships. This new backhoe should serve the District for the next 15-20 years.

Fiscal Impact:

We have budgeted \$200,000 in the current fiscal year budget for this purchase.

MONTHLY REPORT

To: David Dickson, General Manager
From: James Derbin, Superintendent of Operations
Agenda: July 9, 2019

Report
Date: July 2, 2019

Monthly Highlights

- Replaced 4 hydrants:
 - Johnston/Mill Street
 - Correas/Main Street
 - Filbert/Main Street
 - 766 Main Street
 - Replaced 54 hydrants this FY
- New Distribution Supervisor Darin Sturdivan started 6/10/19
- Obtained FY 19/20 bid pricing for raising valve cans when city/county repave/slurry roads
- Obtained FY 19/20 bid pricing for new hydrants. Significant savings if the District purchases 50+ hydrants at one time. Will bring item to the Board next month.
- DWTP production of 35.61 MG sets a new monthly production record

Sources of Supply

- June Sources:
 - Denniston Reservoir/Wells/Pilarcitos Lake/CSP

Projects

- All three Cla-Val pump control valves are installed at CSP
- CSP P-1 flow has dropped from 1200 gpm to ~600 gpm. P1 has been pulled pump, tube and shaft are undergoing inspection.
- Bell Moon Pipeline Replacement will start 7/15/19
- Casa Del Mar PRV Project and the Ferdinand Pipeline Replacement Project preconstruction meetings took place last month. Ferdinand should start in ~4weeks. Casa Del Mar PRV project should start in the next ~3-4 weeks.
- HMB Tanks #2 and #3 Pax mixers installed. The District now has new tank mixers in Denniston Tank and three HMB tanks.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: July 9, 2019

Report: July 2, 2019

Subject: Water Resources Informational Report

State of California

Consumer Confidence Reports must conform with the California Code of Regulations [Title 22, Chapter 15, Article 20] and law [California Health and Safety Code, HSC, section 116470]. Additional information is available on the State Board's website

(https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/Lawbook.html).

Safe Drinking Water Act

In 1996, Congress amended the Safe Drinking Water Act, adding a requirement that water systems deliver to their customers a brief annual water quality report. However, the CCR regulatory requirements are more specific and detailed in terms of content and format than those for the water quality report.

2018 Consumer Confidence Report (CCR)

Coastside County Water District distributed its annual CCR with water quality data for calendar year 2018 on June 27th. The District met all U.S. EPA and California State drinking water health standards.

The CCR was posted on the District's website on June 5th and can be found under the Your Water drop-down menu. <http://www.coastsidewater.org/water-quality.html>

The District translated the CCR into Spanish. It is available online with hard copies available at the District.

There are eight basic requirements included in the CCR:

- ❖ Water System Information
- ❖ Sources of Water
- ❖ Definitions
- ❖ Reported Levels of Detected Contaminants
- ❖ Information on Monitoring for Cryptosporidium and Other Contaminants
- ❖ Compliance with Other Drinking Water Regulations
- ❖ Variances and Exemptions
- ❖ Required Educational Information

In addition to water quality data, the CCR contains information on how to contact the District, Board of Director meetings, water conservation, monthly billing, and WaterSmart. The District strives to make a professional looking report that will not be perceived as "junk mail" and is easy to read.

The three most common water quality questions the District is asked by customers are:

- ❖ Do you fluoridate the water?
- ❖ Do you use chloramines for disinfection?
- ❖ What is the hardness of my drinking water?

The CCR provides an opportunity to educate customers on water sources, water delivery and the value of drinking water to the community.