

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, February 10, 2026 - 6:00 p.m.**

**AGENDA**

The Public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay or choose to watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number. Note that in person meetings are the primary format for the District's Board of Directors meetings. The District desires to accommodate remote participation by the public, therefore as a courtesy and technology permitting, the public will have the opportunity to fully participate in the meeting via Zoom. However, the District cannot guarantee that the public's remote access to any meeting will be uninterrupted before or during a meeting, and technical difficulties may occur from time to time. In those instances, as long as the public may attend the meeting in person, the meeting may be held or continue. Members of the public desiring to provide comments as a part of a Board meeting are encouraged to submit written comments prior to the meeting or to attend the meeting in person.

*The meeting will begin at 6:00 p.m.*

Join Zoom Meeting

<https://us06web.zoom.us/j/84224363283?pwd=tdIHhJkLpFfYcJN84jIyiHQAZIzGlo.1>

Meeting ID: 842 2436 3283

Passcode: 320538

One tap mobile

+16699006833,,84224363283#,,,\*320538# US (San Jose)

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Join instructions

<https://us06web.zoom.us/meetings/84224363283/invitations?signature=HF-fySa64lGbnJ9H6ZyNc0CeojRbDoFrIq-P1k08mgQ>

*Procedures to make a public comment with Zoom Video/Conference – All participants except the Board Members and Staff are muted on entry and video is disabled. Participants may not unmute themselves unless asked to unmute by the Moderator.*

- **From a computer:** (1) Using the Zoom App. at the bottom of your screen, click on “Participants” and then “Raise Hand”. Participants will be called to comment in the order in which they are received.
- **From a phone:** Using your keypad, dial \*9, and this will notify the Moderator that you have raised your hand. The Moderator will call on you by stating the last 4 digits of your phone number.

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

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

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

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

**1) ROLL CALL**

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

*At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes. Members of the public attending in-person must complete and submit a speaker slip. Members of the public attending via Zoom must first “raise hand” and the Moderator will “ask to unmute”. The President of the Board will recognize each speaker, at which time the speaker can 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 January 31, 2026:  
Claims: \$ 1,442,785.95; Payroll: \$ 393,798.34 for a total of \$ 1,836,584.29 ([attachment](#))  
*January 2026 Monthly Financial Claims reviewed and approved by Director Feldman*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of January 12, 2026, Special Board of Directors Meeting – Strategic Planning-Board Workshop ([attachment](#))
- D. Approval of Minutes of January 13, 2026, Regular Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report – January 2026 ([attachment](#))
- H. Leak/Flushing Report – January 2026 ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))
- J. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year ended June 30, 2025 ([attachment](#))

## 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

## 6) GENERAL BUSINESS

- A. Consider Approval of Resolution 2026-01, Amending and Recodifying the Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines ([attachment](#))
- B. Authorize the General Manager to Procure a Spare Gearbox for the Nunes Water Treatment Plant Rapid Mixer ([attachment](#))
- C. Budget Process Timeline ([attachment](#))
- D. Authorize the Board President to Create Board Advisory Committees, to Make Appointments of Board Members to the District Board Committees, and to Make Appointments of District Representatives to External Organizations and Associations. Review of District Board Committees. ([attachment](#))
- E. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #16 ([attachment](#))

## 7) MONTHLY INFORMATIONAL REPORTS

- A. General Manager's Report ([attachment](#))
  - Announcement of General Manager Retirement
  - Initial Water Supply Availability Estimate from SFPUC
- B. Operations Report ([attachment](#))

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

**9) ADJOURNMENT**

**COASTSIDE COUNTY WATER DISTRICT**  
**CLAIMS FOR JANUARY 2025**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
01/07/2026	36041	ADP, INC.	\$	722.85
01/07/2026	36042	DATAPROSE, LLC	\$	495.07
01/07/2026	36043	PACIFIC GAS & ELECTRIC CO.	\$	37,123.77
01/07/2026	36044	PACIFIC GAS & ELECTRIC CO.	\$	96.54
01/07/2026	36045	MARY ROGREN	\$	156.87
01/07/2026	36046	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	76,136.07
01/07/2026	36047	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	54,377.53
01/08/2026	36048	ALTERTECH SOLUTIONS, LLC	\$	9,150.00
01/08/2026	36049	AMAZON CAPITAL SERVICES, INC.	\$	321.96
01/08/2026	36050	BFI OF CALIFORNIA, INC.	\$	729.11
01/08/2026	36051	REXEL USA, INC	\$	1,532.26
01/08/2026	36052	CEL ANALYTICAL INC.	\$	755.00
01/08/2026	36053	CINTAS FIRST AID & SAFETY	\$	922.95
01/08/2026	36054	HACH CO., INC.	\$	2,701.60
01/08/2026	36055	HURLEY DIESEL AND POWER LLC	\$	4,170.78
01/08/2026	36056	IRVINE CONSULTING SERVICES, INC.	\$	1,386.56
01/08/2026	36057	JOHNSON CONTROLS US HOLDINGS INC	\$	6,916.05
01/08/2026	36058	MISSION UNIFORM SERVICES INC.	\$	141.96
01/08/2026	36059	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,608.00
01/08/2026	36060	PACE SUPPLY CORP.	\$	9,351.46
01/08/2026	36061	REPUBLIC SERVICES	\$	1,154.19
01/08/2026	36062	ROGUE WEB WORKS, LLC	\$	706.00
01/08/2026	36063	SAN MATEO CTY PUBLIC HEALTH LAB	\$	966.00
01/08/2026	36064	SCAPES, INC	\$	240.00
01/08/2026	36065	TPX COMMUNICATIONS	\$	2,186.13
01/08/2026	36066	VERIZON CONNECT INC.	\$	397.95
01/08/2026	36067	WEST YOST ASSOCIATES, INC	\$	4,042.50
01/08/2026	36068	MARIA ROMERO	\$	2,920.00
01/13/2026	36069	AMAZON CAPITAL SERVICES, INC.	\$	81.74
01/13/2026	36070	ANDREINI BROS. INC.	\$	6,883.30
01/13/2026	36071	HEALTH BENEFITS ACWA-JPIA	\$	53,499.79
01/13/2026	36072	ASSOC. CALIF. WATER AGENCY	\$	19,102.57
01/13/2026	36073	BADGER METER, INC.	\$	69.30
01/13/2026	36074	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$	1,083.72
01/13/2026	36075	BAY AREA WATER SUPPLY &	\$	11,946.50
01/13/2026	36076	COMCAST	\$	243.61
01/13/2026	36077	RECORDER'S OFFICE	\$	20.00
01/13/2026	36078	RECORDER'S OFFICE	\$	20.00
01/13/2026	36079	RECORDER'S OFFICE	\$	26.00
01/13/2026	36080	JAMES COZZOLINO, TRUSTEE	\$	275.00
01/13/2026	36081	DN TANKS LLC	\$	530,189.20
01/13/2026	36082	FREYER & LAURETA, INC.	\$	41,293.87
01/13/2026	36083	GSW CONSTRUCTION INC	\$	4,960.68
01/13/2026	36084	GLENNA LOMBARDI	\$	115.00
01/13/2026	36085	MCMASTER-CARR SUPPLY COMPANY	\$	333.19
01/13/2026	36086	PAULO'S AUTO CARE	\$	49.00
01/13/2026	36087	RELIABLE AUTOMATION CONTROLS	\$	11,079.91
01/13/2026	36088	HD SUPPLY INC	\$	442.00
01/20/2026	36089	BAY ALARM COMPANY	\$	458.28
01/20/2026	36090	DANIEL RICHARD CHARLES	\$	5,659.05
01/20/2026	36091	PETTY CASH	\$	69.16
01/20/2026	36092	RYAN F. COVALT	\$	3,245.00
01/20/2026	36093	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	838.97

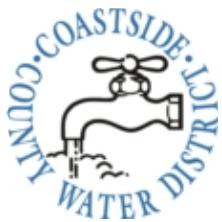
01/20/2026	36094	IRON MOUNTAIN	\$ 800.98
01/20/2026	36095	PUB. EMP. RETIRE SYSTEM	\$ 18,016.07
01/20/2026	36096	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$ 665.76
01/20/2026	36097	STANDARD INSURANCE COMPANY	\$ 510.37
01/20/2026	36098	UTAP PRINTING CO., INC.	\$ 1,923.91
01/20/2026	36099	MARIA ROMERO	\$ 3,250.00
01/20/2026	36100	ADP, INC.	\$ 110.65
01/20/2026	36101	AMAZON CAPITAL SERVICES, INC.	\$ 543.28
01/20/2026	36102	AT&T MOBILTY	\$ 254.94
01/20/2026	36103	AT&T	\$ 2,094.65
01/20/2026	36104	TIMOTHY C BOWSER	\$ 5,056.00
01/20/2026	36105	CINTAS FIRST AID & SAFETY	\$ 317.29
01/20/2026	36106	CURLEY & RED'S INC. BODY SHOP	\$ 1,400.00
01/20/2026	36107	GRAINGER, INC.	\$ 831.57
01/20/2026	36108	HASSETT HARDWARE	\$ 1,978.89
01/20/2026	36109	HDR ENGINEERING, INC	\$ 9,930.19
01/20/2026	36110	IRVINE CONSULTING SERVICES, INC.	\$ 4,758.16
01/20/2026	36111	MISSION UNIFORM SERVICES INC.	\$ 154.01
01/20/2026	36112	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 1,385.86
01/20/2026	36113	MTA PARTS, INC.	\$ 41.54
01/20/2026	36114	PACIFICA COMMUNITY TV	\$ 300.00
01/20/2026	36115	TYLER TECHNOLOGIES, INC	\$ 12,498.90
01/20/2026	36116	ULINE, INC	\$ 303.16
01/20/2026	36117	UNDERWOOD & ROSENBLUM INC	\$ 5,070.00
01/20/2026	36118	BOSCO OIL COMPANY	\$ 3,038.60
01/20/2026	36119	US BANK NA	\$ 485.86
01/27/2026	36120	ACTION ROAD SOLUTIONS, LLC	\$ 192.50
01/27/2026	36121	AMAZON CAPITAL SERVICES, INC.	\$ 104.86
01/27/2026	36122	AMERICAN WATER WORKS ASSOC.	\$ 370.00
01/27/2026	36123	BAY AREA WATER SUPPLY &	\$ 2,680.00
01/27/2026	36124	BRENDAN GOODWIN	\$ 330.00
01/27/2026	36125	BORGES & MAHONEY, INC.	\$ 130.25
01/27/2026	36126	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	\$ 3,441.16
01/27/2026	36127	CECIL & CECIL ENTERPRISES, INC	\$ 17,047.63
01/27/2026	36128	DATAPROSE, LLC	\$ 8,594.96
01/27/2026	36129	GRAINGER, INC.	\$ 505.52
01/27/2026	36130	HANSONBRIDGETT. LLP	\$ 12,292.50
01/27/2026	36131	HURLEY DIESEL AND POWER LLC	\$ 12,180.16
01/27/2026	36132	JAMES FORD, INC.	\$ 53,043.58
01/27/2026	36133	MCMASTER-CARR SUPPLY COMPANY	\$ 7.18
01/27/2026	36134	MISSION UNIFORM SERVICES INC.	\$ 154.01
01/27/2026	36135	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 166.00
01/27/2026	36136	PINE PACIFIC SERVICES, LLC	\$ 800.00
01/27/2026	36137	PUMP REPAIR SERVICE CO. INC.	\$ 23,700.79
01/27/2026	36138	YISHAI BITTON	\$ 19,100.00
01/27/2026	36139	SAN FRANCISCO WATER DEPT.	\$ 94,630.96
01/27/2026	36140	STATE WATER RESOURCES CONTROL BD	\$ 90.00
01/27/2026	36141	TRI COUNTIES BANK	\$ 14,658.72
01/27/2026	36142	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$ 10,210.12
01/27/2026	36143	WATER INDUSTRY TRAINING SPECIALISTS, INC.	\$ 1,500.00
01/27/2026	36144	WATERSMART SOFTWARE, INC	\$ 191.49
01/30/2026	36145	AMAZON CAPITAL SERVICES, INC.	\$ 16.65
01/30/2026	36146	AMAZON WEB SERVICES, INC.	\$ 1,156.75
01/30/2026	36147	AT&T	\$ 2,095.27
01/30/2026	36148	BALANCE HYDROLOGICS, INC	\$ 7,688.99
01/30/2026	36149	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$ 4,644.46
01/30/2026	36150	CALIFORNIA C.A.D. SOLUTIONS, INC	\$ 2,800.00
01/30/2026	36151	CARROT-TOP INDUSTRIES, INC.	\$ 241.70

01/30/2026	36152	CUSTOM TOPS, INC	\$	1,771.65
01/30/2026	36153	EKI INC.	\$	76,606.74
01/30/2026	36154	GRISWOLD INDUSTRIES	\$	7,451.08
01/30/2026	36155	MICHAEL WOLF	\$	46.17
01/30/2026	36156	MTA PARTS, INC.	\$	14.20
01/30/2026	36157	ACI PAYMENTS, INC.	\$	150.00
01/30/2026	36158	PAULO'S AUTO CARE	\$	127.75
01/30/2026	36159	LISA SULZINGER	\$	50.00
01/30/2026	36160	TEAMSTERS LOCAL UNION #856	\$	1,630.00
01/30/2026	36161	VERIZON WIRELESS	\$	3,506.93
01/30/2026	36162	WAGNER & BONSIGNORE CONSULTING CIVIL ENGINEERS, A CORPORATION	\$	1,335.35
01/30/2026	36163	DANNY M. SILVA	\$	47.64
01/30/2026	36164	CRECENCIA TORRES	\$	27.36
01/30/2026	36165	PATRICK POWER	\$	48.15
01/30/2026	36166	LAKISHA BARNARD	\$	77.38
01/30/2026	36167	G. BORTOLOTTO & CO	\$	1,040.84
		SUBTOTAL CLAIMS FOR MONTH	\$	1,377,812.09

#### WIRE PAYMENTS

01/13/2026	DFT0000698	EMPOWER RETIREMENT, LLC	\$	1,225.00
01/13/2026	DFT0000699	VALIC	\$	6,503.72
01/27/2026	DFT0000701	PUB. EMP. RETIRE SYSTEM	\$	18,016.07
01/30/2026	DFT0000702	EMPOWER RETIREMENT, LLC	\$	1,225.00
01/30/2026	DFT0000703	PUB. EMP. RETIRE SYSTEM	\$	24,052.11
01/30/2026	DFT0000704	VALIC	\$	6,736.33
01/31/2026		BANK AND CREDIT CARD FEES	\$	7,215.63
		SUBTOTAL WIRE PAYMENTS FOR MONTH	\$	64,973.86

**TOTAL CLAIMS FOR THE MONTH \$ 1,442,785.95**



## Coastside County Water District

## Monthly Budget Report

## Account Summary

For Fiscal: 2025-2026 Period Ending: 01/31/2026

		January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	1,015,700.00	979,140.10	-36,559.90	-3.60%	9,400,400.00	8,425,643.73	-974,756.27	-10.37%	15,862,300.00
	<b>Total RevType: 1 - Operating:</b>	<b>1,015,700.00</b>	<b>979,140.10</b>	<b>-36,559.90</b>	<b>-3.60%</b>	<b>9,400,400.00</b>	<b>8,425,643.73</b>	<b>-974,756.27</b>	<b>-10.37%</b>	<b>15,862,300.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,000.00	2,216.72	-1,783.28	-44.58%	37,000.00	37,469.14	469.14	1.27%	60,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	8,000.00	7,171.20	-828.80	-10.36%	58,000.00	58,211.55	211.55	0.36%	100,000.00
<a href="#">1-4230-00</a>	Service Connections	1,000.00	563.70	-436.30	-43.63%	8,500.00	4,991.48	-3,508.52	-41.28%	15,000.00
<a href="#">1-4920-00</a>	Interest Earned	31,000.00	39,790.00	8,790.00	28.35%	278,000.00	334,662.26	56,662.26	20.38%	385,000.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	11,000.00	4,195.73	-6,804.27	-61.86%	631,000.00	649,528.74	18,528.74	2.94%	1,231,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	400.00	5,481.13	5,081.13	1,270.28%	2,800.00	98,272.84	95,472.84	3,409.74%	5,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	19,920.00	20,003.80	83.80	0.42%	139,400.00	139,108.58	-291.42	-0.21%	239,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	306,000.00	390,120.81	84,120.81	27.49%	600,000.00	755,525.92	155,525.92	25.92%	600,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>381,320.00</b>	<b>469,543.09</b>	<b>88,223.09</b>	<b>23.14%</b>	<b>1,754,700.00</b>	<b>2,077,770.51</b>	<b>323,070.51</b>	<b>18.41%</b>	<b>2,635,000.00</b>
	<b>Total Revenue:</b>	<b>1,397,020.00</b>	<b>1,448,683.19</b>	<b>51,663.19</b>	<b>3.70%</b>	<b>11,155,100.00</b>	<b>10,503,414.24</b>	<b>-651,685.76</b>	<b>-5.84%</b>	<b>18,497,300.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	141,022.00	63,549.96	77,472.04	54.94%	1,920,054.00	1,366,529.15	553,524.85	28.83%	2,873,340.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	6,100.00	5,804.44	295.56	4.85%	41,500.00	37,128.87	4,371.13	10.53%	72,100.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	24,100.00	6,724.33	17,375.67	72.10%	324,500.00	174,602.79	149,897.21	46.19%	500,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	2,700.00	2,490.16	209.84	7.77%	19,800.00	19,361.96	438.04	2.21%	38,300.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	14,100.00	12,743.43	1,356.57	9.62%	48,700.00	47,429.62	1,270.38	2.61%	87,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	5,400.00	7,289.09	-1,889.09	-34.98%	65,800.00	71,350.79	-5,550.79	-8.44%	112,650.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	920.00	1,101.10	-181.10	-19.68%	6,400.00	36,413.79	-30,013.79	-468.97%	11,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	4,150.00	0.00	4,150.00	100.00%	29,050.00	28,313.46	736.54	2.54%	50,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	7,500.00	4,920.09	2,579.91	34.40%	52,000.00	38,061.74	13,938.26	26.80%	89,500.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	11,700.00	944.49	10,755.51	91.93%	81,500.00	44,273.51	37,226.49	45.68%	140,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	6,100.00	7,537.37	-1,437.37	-23.56%	42,500.00	69,767.89	-27,267.89	-64.16%	73,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	14,300.00	646.53	13,653.47	95.48%	99,900.00	96,524.74	3,375.26	3.38%	171,400.00
<a href="#">1-5250-00</a>	Laboratory Expenses	7,100.00	6,950.74	149.26	2.10%	49,500.00	48,243.96	1,256.04	2.54%	85,000.00
<a href="#">1-5260-00</a>	Maintenance - General	33,300.00	23,095.67	10,204.33	30.64%	233,500.00	163,952.13	69,547.87	29.78%	400,000.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	0.00	0.00	0.00	0.00%	0.00	7,800.00	-7,800.00	0.00%	0.00
<a href="#">1-5263-00</a>	Uniforms	300.00	0.00	300.00	100.00%	13,600.00	14,730.92	-1,130.92	-8.32%	15,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	14,900.00	1,335.35	13,564.65	91.04%	82,600.00	18,768.60	63,831.40	77.28%	160,000.00
<a href="#">1-5321-00</a>	Water Resources	1,500.00	736.13	763.87	50.92%	10,500.00	1,705.55	8,794.45	83.76%	18,000.00

## Monthly Budget Report

For Fiscal: 2025-2026 Period Ending: 01/31/2026

		January Budget	January Activity	Variance		YTD Budget	Variance		Total Budget	
				Favorable	(Unfavorable)		Percent Variance	YTD Activity		
<a href="#">1-5322-00</a>	Community Outreach	2,350.00	300.00	2,050.00	87.23%	16,390.00	11,917.76	4,472.24	27.29% 63,500.00	
<a href="#">1-5381-00</a>	Legal	10,400.00	9,957.50	442.50	4.25%	72,800.00	68,177.25	4,622.75	6.35% 125,000.00	
<a href="#">1-5382-00</a>	Engineering	8,300.00	11,544.13	-3,244.13	-39.09%	58,500.00	54,355.11	4,144.89	7.09% 100,000.00	
<a href="#">1-5383-00</a>	Financial Services	6,000.00	3,000.00	3,000.00	50.00%	20,000.00	14,895.00	5,105.00	25.53% 21,000.00	
<a href="#">1-5384-00</a>	Computer Services	31,249.00	40,638.03	-9,389.03	-30.05%	221,830.00	224,475.58	-2,645.58	-1.19% 375,000.00	
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	137,410.00	147,198.08	-9,788.08	-7.12%	961,870.00	892,062.35	69,807.65	7.26% 1,630,182.00	
<a href="#">1-5411-00</a>	Salaries & Wages - Field	189,327.00	160,892.23	28,434.77	15.02%	1,325,286.00	1,178,400.34	146,885.66	11.08% 2,246,102.00	
<a href="#">1-5420-00</a>	Payroll Tax Expense	24,995.00	26,950.59	-1,955.59	-7.82%	174,965.00	144,073.78	30,891.22	17.66% 292,382.00	
<a href="#">1-5435-00</a>	Employee Medical Insurance	49,218.00	47,731.38	1,486.62	3.02%	322,878.00	310,167.76	12,710.24	3.94% 568,967.00	
<a href="#">1-5436-00</a>	Retiree Medical Insurance	7,054.00	5,781.25	1,272.75	18.04%	49,378.00	37,404.25	11,973.75	24.25% 84,648.00	
<a href="#">1-5440-00</a>	Employees Retirement Plan	65,581.00	51,428.05	14,152.95	21.58%	459,067.00	411,039.66	48,027.34	10.46% 786,968.00	
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00% 41,472.00	
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,670.00	10,447.81	-3,777.81	-56.64%	46,650.00	49,595.82	-2,945.82	-6.31% 80,000.00	
<a href="#">1-5620-00</a>	Office & Billing Expenses	33,300.00	45,481.17	-12,181.17	-36.58%	233,100.00	235,402.55	-2,302.55	-0.99% 400,000.00	
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	4,400.00	5,544.14	-1,144.14	-26.00%	30,800.00	30,148.05	651.95	2.12% 52,900.00	
<a href="#">1-5630-00</a>	Insurance	26,550.00	27,553.53	-1,003.53	-3.78%	182,150.00	191,911.77	-9,761.77	-5.36% 314,900.00	
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	18,692.00	18,419.98	272.02	1.46%	82,140.00	74,565.92	7,574.08	9.22% 126,900.00	
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00%	3,500.00	0.00	3,500.00	100.00% 6,000.00	
<a href="#">1-5700-00</a>	San Mateo County Fees	2,800.00	1,110.42	1,689.58	60.34%	19,900.00	12,481.10	7,418.90	37.28% 33,900.00	
<a href="#">1-5705-00</a>	State Fees	4,325.00	3,656.66	668.34	15.45%	30,275.00	30,963.31	-688.31	-2.27% 51,900.00	
<b>Total ExpType: 1 - Operating:</b>		<b>924,313.00</b>	<b>763,503.83</b>	<b>160,809.17</b>	<b>17.40%</b>	<b>7,432,883.00</b>	<b>6,256,996.83</b>	<b>1,175,886.17</b>	<b>15.82%</b>	<b>12,298,011.00</b>
<b>ExpType: 4 - Capital Related</b>										
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	54,377.00	54,377.53	-0.53	0.00%	334,998.00	334,998.13	-0.13	0.00% 334,998.00	
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	76,136.00	76,136.07	-0.07	0.00%	320,883.00	320,883.44	-0.44	0.00% 320,883.00	
<a href="#">1-5717-00</a>	Debt Service-Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00%	393,556.00	393,556.46	-0.46	0.00% 432,880.00	
<a href="#">1-5718-00</a>	Debt Service-First Foundation Bank - 20...	0.00	0.00	0.00	0.00%	351,624.00	351,624.20	-0.20	0.00% 417,365.00	
<a href="#">1-5719-00</a>	Debt Service-2025 COP Issuance	0.00	0.00	0.00	0.00%	352,788.00	352,597.89	190.11	0.05% 530,813.00	
<b>Total ExpType: 4 - Capital Related:</b>		<b>130,513.00</b>	<b>130,513.60</b>	<b>-0.60</b>	<b>0.00%</b>	<b>1,753,849.00</b>	<b>1,753,660.12</b>	<b>188.88</b>	<b>0.01%</b>	<b>2,036,939.00</b>
<b>Total Expense:</b>		<b>1,054,826.00</b>	<b>894,017.43</b>	<b>160,808.57</b>	<b>15.25%</b>	<b>9,186,732.00</b>	<b>8,010,656.95</b>	<b>1,176,075.05</b>	<b>12.80%</b>	<b>14,334,950.00</b>
<b>Report Total:</b>		<b>342,194.00</b>	<b>554,665.76</b>	<b>212,471.76</b>		<b>1,968,368.00</b>	<b>2,492,757.29</b>	<b>524,389.29</b>		<b>4,162,350.00</b>

**COASTSIDE COUNTY WATER DISTRICT**  
**MONTHLY INVESTMENT REPORT**  
**January 31, 2026**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 01/31/2026</b>	<b>Prior Year as of 01/31/2025</b>
CAPITAL AND OPERATING RESERVE	\$12,567,983.74	\$20,471,773.52
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$12,817,983.74</b>	<b>\$20,721,773.52</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$3,677,873.63	\$2,641,042.73
CSP T & S ACCOUNT	\$555,409.84	\$678,549.77
MONEY MARKET (CARTER HILL - DN TANK FINANCING)	\$808,112.17	\$8,001,753.85
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$7,775,788.10	\$9,399,627.17
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$12,817,983.74</b>	<b>\$20,721,773.52</b>

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

COASTSIDE COUNTY WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
FISCAL YEAR TO DATE 2025/2026 - January 2026

2.6.2026

\* Approved June 2025

Status	Approved* CIP Budget FY25/26	Actual To Date FY25/26	Projected FY25/26	Variance vs. Budget	% Completed	Project Status/ Comments
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**Equipment Purchases & Replacement**

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	n/a	Included in specific projects
99-02	Vehicle Fleet Replacement	Complete	\$ 50,000	\$ 101,474	\$ 101,474	\$ (51,474)	100% Includes replacement vehicle for truck damaged in Dec 2025 storms - will be partially recovered by insurance

**Facilities & Maintenance**

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 40,838	\$ 140,000	\$ -	29%	
23-13	Pilarcitos Canyon Culvert Replacement	Complete	\$ 100,000	\$ 178,742	\$ 178,742	\$ (78,742)	100%	
99-01	Meters	ongoing	\$ 10,000		\$ 10,000	\$ -	n/a	

**Pipeline Projects**

14-01/26	Highway 92 Potable Water Pipeline Emergency Restoration Project	Complete	\$ 700,000	\$ 236,773	\$ 350,000	\$ 350,000	100%	FY2025-26 includes predesign for Phase 2
21-01	Pipeline Replacement Projects: Alcatraz and Santa Cruz Aves/Redondo Beach Loop/Ocean Colony	In design	\$ 100,000		\$ -	\$ 100,000	0%	Moved to FY2026-2027
21-09	Upper Miramar Pipeline Replacement	In design	\$ 50,000		\$ 50,000	\$ -	0%	

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	Construction	\$ 9,000,000	\$ 6,604,137	\$ 9,800,000	\$ (800,000)	64%	Reflects timing between fiscal years
19-01	EI Granada #1 Tank Site Pump Station Replacement Project	Design	\$ 100,000		\$ 100,000		0%	Postponed
25-02	Upper Pilarcitos Well Field Replacements	Construction	\$ 2,000,000	\$ 114,638	\$ 3,500,000	\$ (1,500,000)	0%	
19-05/25-	Tanks - THM Control	Ongoing	\$ 200,000	\$ 154,850	\$ 200,000	\$ -	80%	

**Water Supply Development**

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 2,200,000	\$ 88,985	\$ 150,000	\$ 2,050,000	n/a	construction delayed
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**Water Treatment Plants**

23-06	Sedimentation Basin Rehabilitation	Design	\$ 250,000	\$ 27,211	\$ 200,000	\$ 50,000	0%	
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**UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2025/2026**

25-05	Potable Water Master Tank Plan	Feasibility		\$ 74,562	\$ 170,000	\$ (170,000)	40%	
26-03	Denniston WTP Pump #1 - 6-Stage Bowl Replacement	Complete		\$ 21,251	\$ 21,251	\$ (21,251)	100%	
26-04	Denniston WTP Permanganate Pump	Complete		\$ 22,793	\$ 22,793	\$ (22,793)	100%	
26-05	Nunes Generator Roof Project	Complete		\$ 32,585	\$ 32,585	\$ (32,585)	100%	
26-06	Denniston WTP Security Gate	Complete		\$ 19,100	\$ 19,100	\$ (19,100)	100%	
26-07	Pilarcitos Canyon Road Replacement	Design		\$ 576	\$ 25,000	\$ (25,000)	0%	
NN-00	Unscheduled CIP		\$ 100,000			\$ 100,000	0%	

**FY2025/2026 CIP TOTAL**      **\$ 15,050,000**      **\$ 7,718,517**      **\$ 14,970,945**      **\$ 79,055**

COASTSIDE COUNTY WATER DISTRICT  
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
 FISCAL YEAR TO DATE 2025/2026 - January 2026

2.6.2026

\* Approved June 2025

1/31/2026

Status	Approved* CIP Budget FY25/26	Actual To Date FY25/26	Projected FY25/26	Variance vs. Budget	% Completed	Project Status/ Comments
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**FY2024/2025 CARRYOVER PROJECTS**

23-09	Denniston Tank Roof Coating Project	Complete		\$ 18,750	\$ 18,750	\$ (18,750)	100%
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Green = approved by the Board/in process

**TOTAL - FY 2025/2026 CIP + PRIOR YEAR CARRYOVER**

\$ 15,050,000 \$ 7,737,267 \$ 14,989,695 \$ 60,305

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

Acct. No.5681

Patrick Miyaki - HansonBridgett, LLP  
 Legal

Month	Admin (General Legal Fees)	Water Supply Development	Recycled Water	Uninstalled Connection Transfer Program	Capital Improvement Projects	Labor & Employment	Cell Tower Leases	Public Records Requests	Litigation	Non CIP / Infrastructure (Project Review) <i>Reimbursable</i>	Total
Feb-25	12,041			769	3,999	7,115	1,256				25,179
Mar-25	7,347	977		1,049	233		698				10,303
Apr-25	5,580	419		571	1,116	2,604	186			884	11,359
May-25	7,394			1,497	419	2,522	419			1,117	13,366
Jun-25	6,831						47			884	7,761
Jul-25	8,206	93		1,923	224	3,312	558				14,314
Aug-25	2,372				6,428	372	47				9,218
Sep-25	5,580			3,277	4,655		1,814				15,325
Oct-25	8,333			120		3,348	977				12,777
Nov-25	6,045			1,663	2,348		5,694				15,750
Dec-25	7,749			1,029	1,302	1,116	465				11,661
Jan-26	9,051			1,335		1,907					12,293
<b>TOTAL</b>	<b>86,527</b>	<b>1,488</b>	<b>0</b>	<b>13,232</b>	<b>20,721</b>	<b>22,295</b>	<b>12,158</b>	<b>0</b>	<b>0</b>	<b>2,884</b>	<b>159,303</b>

	Contract Date	Not to Exceed		Status	FY 2023-2024	FY 2024-2025	FY 2025-2026
		Budget					
<b>CIP Project Management</b>							
Fiscal Year 2025-2026-Capital Improvement Management	1.13.2026	\$ 100,000.00	Open				\$ 6,628.96
Fiscal Year 2025-2026-Capital Improvement Management	10.9.2024	\$ 100,000.00	Open			\$ 77,991.67	\$ 21,992.46
Fiscal Year 2024-2025-Capital Improvement Management	1.9.2024	\$ 100,000.00	Complete	\$ 62,469.90		\$ 37,520.86	
Fiscal Year 2025-2026- Non-Complex Main line Extension Services	6.30.2025	\$ 25,000.00	Open			\$ 2,522.00	\$ 11,772.02
Fiscal Year 2023-2024 - Non-Complex Main line Extension Services	12.12.2023	\$ 25,000.00	Complete	\$ 11,801.40		\$ 13,840.06	
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Complete	\$ 4,201.34			
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Complete	\$ 34,038.14			
<b>Sub Total - CIP Project Management Services</b>		\$ 167,000.00		\$ 112,510.78	\$ 131,874.59	\$ 40,393.44	
<b>Highway 92 Potable Water Pipeline Phase 1 (2023)</b>	<b>14-01</b>	6.13.2023	\$ 135,400.00	Open	\$ 70,887.84	\$ 31,148.61	\$ 7,508.54
<b>Highway 92 Potable Water Pipeline Emergency Restoration-Design</b>	<b>23-10</b>	3.15.2023	\$ 247,600.00	Open	\$ 125,635.28	\$ 43,473.18	\$ 23,239.58
<b>Highway 92 Potable Water Pipeline Future Phases Geotechnical</b>	<b>14-01</b>	3.3.2023	\$ 54,200.00	Complete	\$ 23,313.72		
<b>Highway 92 Environmental Services During Construction</b>	<b>14-01</b>	1.8.2025	\$ 166,700.00	Open		\$ 83,484.07	\$ 31,699.84
<b>Highway 92 Potable Water Pipeline Phase 2 (2025) Predesign</b>	<b>26-01</b>	8.13.2025	\$ 85,500.00	Open			\$ 1,760.20
<b>Nunes WTP Sedimentation Basin Rehabilitation Design</b>	<b>23-06</b>	8.13.2025	\$ 236,600.00	Open			\$ 27,211.24
<b>Miramontes Point Road Water Main Replacement</b>	<b>22-01</b>	7.14.2021	\$ 177,300.00	Open			
<b>Medio Creek and Magellan Pipeline/Miramar Deadends Design</b>	<b>22-07</b>	3.15.2023	\$ 138,900.00	Open	\$ 50,313.73	\$ 7,782.58	
<b>Miramar Deadends Project - Biological Resources Assessment</b>	<b>22-07</b>	5.24.2023	\$ 18,200.00	Open	\$ 17,581.46	\$ 21,712.00	
<b>Alcatraz Ave, Santa Rosa Ave, and Ocean Colony Pipeline Projects</b>	<b>21-01</b>	1.9.2024	\$ 66,200.00	Open	\$ 41,027.74	\$ 11,268.66	
<b>Carter Hill Tank Replacement Project Support</b>	<b>21-07</b>	9.1.2024	\$ 50,000.00	Open		\$ 39,886.64	\$ 2,805.92
<b>Pilarcitos Wellfield Replacement Project</b>	<b>25-02</b>	10.9.2024	\$ 378,300.00	Open		\$ 279,724.08	\$ 84,993.75
<b>Pilarcitos Wellfield &amp; Slide Repair Environmental Services</b>	<b>25-02/23-13</b>	5.13.2025	\$ 268,760.00	Open		\$ 39,570.75	\$ 7,033.92
<b>Pilarcitos Slide Pipeline Feasibility Study</b>		12.3.2025	\$ 28,700.00	Open			\$ 575.90
<b>Potable Water Storage Master Plan</b>	<b>25-05</b>	5.13.2025	\$ 170,400.00	Open		\$ 2,315.30	\$ 73,035.87
<b>Coastal Interagency Supply Resiliency Study</b>		8.13.2025	\$ 24,500.00	Open			\$ 15,311.66
<b>SFPUC Pilarcitos Dam and Reservoir Improvement Project</b>	<b>5382</b>	10.9.2024	\$ 18,000.00	Open		\$ 6,913.66	
<b>Pilarcitos Creek Road Bank Stabilization &amp; Culvert Project</b>	<b>23-13</b>	10.9.2024	\$ 44,800.00	Open		\$ 49,419.93	\$ 62,745.98
<b>San Vicente Pipeline Project - Phase A</b>	<b>14-25</b>	1.14.2025	\$ 82,200.00	Open		\$ 27,017.20	\$ 1,586.52
<b>EG Tank #1 - Pre-design for New Pump Station</b>	<b>19-01</b>	6.13.2023	\$ 25,000.00	Complete	\$ 23,917.66		
<b>Highway 92 - Environmental Permitting Strategies</b>	<b>23-10</b>	5.24.2023	\$ 29,700.00	Complete	\$ 28,207.05		
<b>Highway 92 - 2017 Easements Land Description Packages</b>	<b>14-01</b>	8.18.2023	\$ 14,000.00	Complete	\$ 14,000.00		
<b>Highway 92 Environmental Permitting - Emergency Restoration</b>	<b>23-10</b>	3.15.2023	\$ 73,800.00	Complete	\$ 47,121.55	\$ 19,833.49	
<b>Poplar Street Water Main Replacement Project</b>	<b>23-02</b>	10.3.2022	\$ 29,200.00	Complete	\$ 6,199.05		

Total - All Services

\$ 560,715.86 \$ 795,424.74 \$ 379,902.36

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

Held at the Ted Adcock Center, 535 Kelly Avenue, Half Moon Bay (South (Sun) Day Room)

**Monday, January 12, 2026**

The Public was able to participate in the public meeting by joining the meeting in person.

- 1) ROLL CALL** – President Bob Feldman called the meeting to order at 9:00 a.m. Present at roll call: Vice President John Muller, Director Ken Coverdell and Director Chris Mickelsen. Director Glenn Reynolds arrived at 9:05 a.m.

Also present: Mary Rogren, General Manager; Jeffery Schneider, Assistant General Manager of Finance and Administration; Darin Sturdivan, Water Distribution Operations Manager; Sean Donovan, Water Treatment Plant Operations Manager; Gina Brazil, Administrative Services Manager; and Lisa Sulzinger, Administrative Analyst

Also participating: Jonathan Sutter, EKI Environment & Water, Inc.

- 2) PLEDGE OF ALLEGIANCE**

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

- 4) Strategic Planning Board Workshop**

Mr. Schneider, serving as facilitator, opened the workshop by presenting an overview of the workshop goals, guidelines and rules of engagement. Ms. Rogren then provided an overview of the District's prior strategic planning sessions in 2017 and 2021, along with a summary of major infrastructure and other significant project accomplishments since 2020.

Following a brief break, the meeting was reconvened at which time Mr. Schneider led a discussion on "SWOTT" (Strengths, Weaknesses, Opportunities, Threats and Trends) from the perspective of District staff. The discussion then turned to priority setting and

identifying potential areas of strategic focus for Board consideration over the upcoming year.

Next followed an exercise for each of the Board members and staff to vote on the top three key areas of focus. The three top areas of focus voted on by ranking are: 1) capital improvement program including development of a master tank plan; 2) financial planning; and 3) alternative water sources. Next steps will include meeting with the applicable Board Committees to develop measurable goals for these key focus areas and to consider impacts to the Operations and Maintenance Budget and Capital Improvement Program.

**5) ADJOURNMENT** – Special Board Meeting Adjourned at 11:33 a.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Bob Feldman, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, January 13, 2026**

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

**1) ROLL CALL** – President Feldman called the meeting to order at 6:00 p.m. Present at roll call in person in the Board room: Vice President John Muller, Director Ken Coverdell, Director Chris Mickelsen, and Director Glenn Reynolds.

Also present: Mary Rogren, General Manager, Jeffrey Schneider, Asst. General Manager Finance/Administration, Patrick Miyaki, Legal Counsel, Gina Brazil, Administrative Services Manager, Sean Donovan, Water Treatment Plant Operations Manager, Nancy Trujillo, Utility Billing/Accounting Manager; and Lisa Sulzinger, Administrative Analyst

Also present:  
Jonathan Abadesco, C.J. Brown & Company, CPAs  
Jonathan Sutter, EKI Environment & Water, Inc.

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

There was no public comment.

President Feldman thanked Director Reynolds for his outstanding job last year as President.

**4) CONSENT CALENDAR**

- A.** Approval of disbursements for the month ending December 31, 2025:  
Claims: \$ 1,662,532.31; Payroll: \$ 255,101.28 for a total of \$ 1,917,633.59  
*December 2025 Monthly Financial Claims reviewed and approved by Director Reynolds*
- B.** Acceptance of Financial Reports

- C. Approval of Minutes of December 9, 2025, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report – December 2025
- G. Leak/Flushing Report – December 2025
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – November 2025 and December 2025
- J. Water Service Connection Transfer Report for December 2025
- K. Notice of Completion – Nunes Water Treatment Plant Generator Roof Replacement

Director Reynolds stated he reviewed the financial claims and found them all to be in order.

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

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

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

- Director Coverdell, Vice President Muller and President Feldman commented on the Strategic Planning Board Workshop that took place on January 12, 2026.
- Director Mickelson reported on the upcoming BAWSCA meeting

**6) GENERAL BUSINESS**

**A. Accept the Coastside County Water District Basic Financial Statements and Independent Auditor's report for Fiscal Year Ending June 30, 2025.**

Mr. Schneider introduced the District's independent auditor Jonathan Abadesco of C.J. Brown & Company, CPAs. Mr. Abadesco's presentation included a summary of the Basic Financial Statements, Independent Auditor's Report for fiscal year ending June 30, 2025, and internal controls. He reported the results, an unmodified "clean" opinion with regards to the financial statements. No material weaknesses or significant deficiencies in the District's internal controls were identified.

**ON MOTION BY Vice President Muller and seconded by Director Reynolds, the Board voted by roll call vote to accept the Coastside County Water District Basic Financial Statements and Independent Auditor's report for Fiscal Year Ended June 30, 2025**

Director Coverdell	Aye
Director Mickelsen	Aye

Director Reynolds	Aye
Vice-President Muller	Aye
President Feldman	Aye

**B. Approval of Amendment to a Professional Services Agreement with EKI Environment and Water, Inc. for Additional Engineering Services for the Alcatraz Avenue, Santa Rosa Avenue, and Alto Avenue Pipeline Replacement Project.**

Ms. Rogren summarized that in August 2024 the District contracted with EKI Environment & Water, Inc. (EKI) engineering design for Alcatraz Avenue, Santa Rosa Avenue and Ocean Colony Pipeline Replacement Project that is now 90% complete. District Staff would now like to change the scope of the project and combine Alcatraz Avenue and Santa Rosa Avenue projects with a new project, Alto Avenue, as these pipelines are all located in the Miramar area. The Alto Avenue portion of the pipeline replacement will provide the neighborhood below the Miramar Tank with adequate fire flow should the Miramar Tank need to be taken out of service for maintenance.

Director Coverdell realized that he owns property that is within 1,000 sq feet of the project, stated that he had a conflict of interest, and left the room.

**ON MOTION BY Director Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to enter into an amendment to a professional services agreement with EKI Environment and Water, Inc. (dated January 10, 2024) for additional engineering services for the Alcatraz Avenue, Santa Rosa Avenue, and Alto Avenue Pipeline Replacement Project for \$66,000.**

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

Director Coverdell returned to the Board room.

**C. Approval of Amendment to a Professional Services Agreement with EKI Environment and Water, Inc. for Capital Project Management and As-Needed Engineering Services.**

Ms. Rogren summarized that the current agreement with EKI Environment & Water, Inc. (EKI) for capital project management was executed in October 2024, for \$100,000 and those funds are now fully expended. Based on EKI's past responsiveness and

excellent support, staff recommends the Board approve a professional services agreement for capital project management and as-needed engineering support including hydraulic modeling, for the next 12 months.

**ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to authorize the General Manager to retain the professional services of EKI Environment and Water, Inc. for capital project management and as needed engineering support, including hydraulic modeling for 12 months for a not-to-exceed budget of \$100,000.**

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

**D. Quarterly Financial Review.**

Mr. Schneider summarized the year-to-date revenue and expenses for the first six months of fiscal year 2025-2026. He provided an overview of the District's Cash Reserves and the Capital Improvement Program expenditures.

**E. Review of District Board Committees. Consider and Approve Appointments of Board Members to the Coastside County Water District Board Committees, and Appointment of District representatives to External Organizations and Associations. Consider and Approve Establishment of New Advisory Committee(s) and External Organization Representation.**

Ms. Rogren summarized that each January the Board reviews the membership of the Board committees and the appointments to external organizations. President Feldman requested that this item be deferred until the February 10, 2026 Board of Directors Meeting.

**F. Appointment of Coastside County Water District Board Member Representative Alternate(s) to Participate in San Mateo Local Agency Formation Commission (LAFCO) Election of Officers.**

Ms. Rogren reminded the Board that this is an annual action that the Board designate an alternate to participate in LAFCO's election of officers in case the Board President is not available. Past practice is to appoint the Vice President followed by the Board member in order of seniority.

**ON MOTION BY Director Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to appoint Coastside County Water District Board Member Representative**

**Alternate(s) by name: Vice President Muller, and Directors Coverdell, Mickelsen, Reynolds to participate in San Mateo Local Agency Formation Commission (LAFCo) election of Officers.**

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

**G. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #15**

Ms. Rogren provided an update on the progress made on the Carter Hill Prestressed Tank and Seismic Upgrades Project during December 2025.

**H. Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Procure a New Ford F150 4x4 Crew Cab Pickup.**

Ms. Rogren summarized that during the December 23, 2025, windstorm a tree fell on a District truck and significantly damaged it to the point of totaling the truck. Staff has been working with the insurance provider to determine the insurance recovery on the loss. In the meantime, staff recommends that the District move forward with replacing the truck. Staff has reached out to three dealerships to locate an in-stock replacement truck equipped with the District's configuration. Staff would like the flexibility to complete the purchase with a dealership with the lowest cost/best available option.

**ON MOTION BY Director Coverdell and seconded by Vice President Muller, the Board voted by roll call vote to waive the procedural requirements for sealed competitive bids and authorize the General Manager to procure a new Ford F150 4x4 Crew Cab pickup for a not-to-exceed amount of \$55,000.**

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

**7) MONTHLY INFORMATIONAL REPORTS**

**A. General Manager's Report**

- Ms. Rogren reported on the District's WaterSmart tool. As of the calendar end of 2025, staff sent out 777 leak alerts to customers. 44% of the District's customers are currently registered in the WaterSmart web portal.

- The District received ACWA JPIA's President's Special Recognition Award for maintaining "exceptionally low" claim costs in Property Insurance Program during the period 7/1/2021 - 6/30/2024.

**B. Operations Report**

Mr. Donovan summarized the operation highlights for the month of December 2025.

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

There were no requests for future agenda items.

**9) CLOSED SESSION**

**A. Public Employee Performance Evaluation**  
Pursuant to California Government Section 54957  
Title: General Manager

**10) RECONVENE TO OPEN SESSION**

The meeting reconvened to open session at 8:58 p.m. with President Feldman reporting that no action was taken in the closed session.

**11) ADJOURNMENT - Board Meeting Adjourned at 8:58 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

---

Bob Feldman, President  
Board of Directors

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

FY 2025 / 2026

5/8" meter = 1.0 connection

3/4" meter = 1.5 connections

1" meter = 2.5 connections

1.5" meter = 5.0 connections

2" meter = 8 connections

3" meter= 17.5 connections

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2026**

	CCWD Sources			SFPUC Sources				
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	17.60	0.00	26.99	11.50	56.09	4.04	52.05
<b>AUG</b>	0.00	15.80	0.00	29.56	11.56	56.92	4.37	52.55
<b>SEPT</b>	0.00	13.00	0.00	26.69	7.77	47.46	2.84	44.62
<b>OCT</b>	0.00	7.60	0.00	24.10	9.28	40.98	2.62	38.36
<b>NOV</b>	0.00	14.30	14.83	5.84	1.08	36.05	3.30	32.75
<b>DEC</b>	0.00	11.50	13.85	9.03	0.00	34.38	3.15	31.23
<b>JAN</b>	0.00	10.40	18.86	6.29	0.00	35.55	2.86	32.69
<b>FEB</b>						0.00		0.00
<b>MAR</b>						0.00		0.00
<b>APR</b>						0.00		0.00
<b>MAY</b>						0.00		0.00
<b>JUN</b>						0.00		0.00
<b>TOTAL</b>	0.00	90.20	47.54	128.50	41.19	307.43	23.18	284.25
% MONTHLY TOTAL	0.0%	31.4%	0.0%	48.1%	20.5%	100.0%	7.2%	92.8%
% ANNUAL TO DATE TOTAL	0.0%	29.3%	15.5%	41.8%	13.4%	100.0%	7.5%	92.5%

CCWD vs SFPUC- month

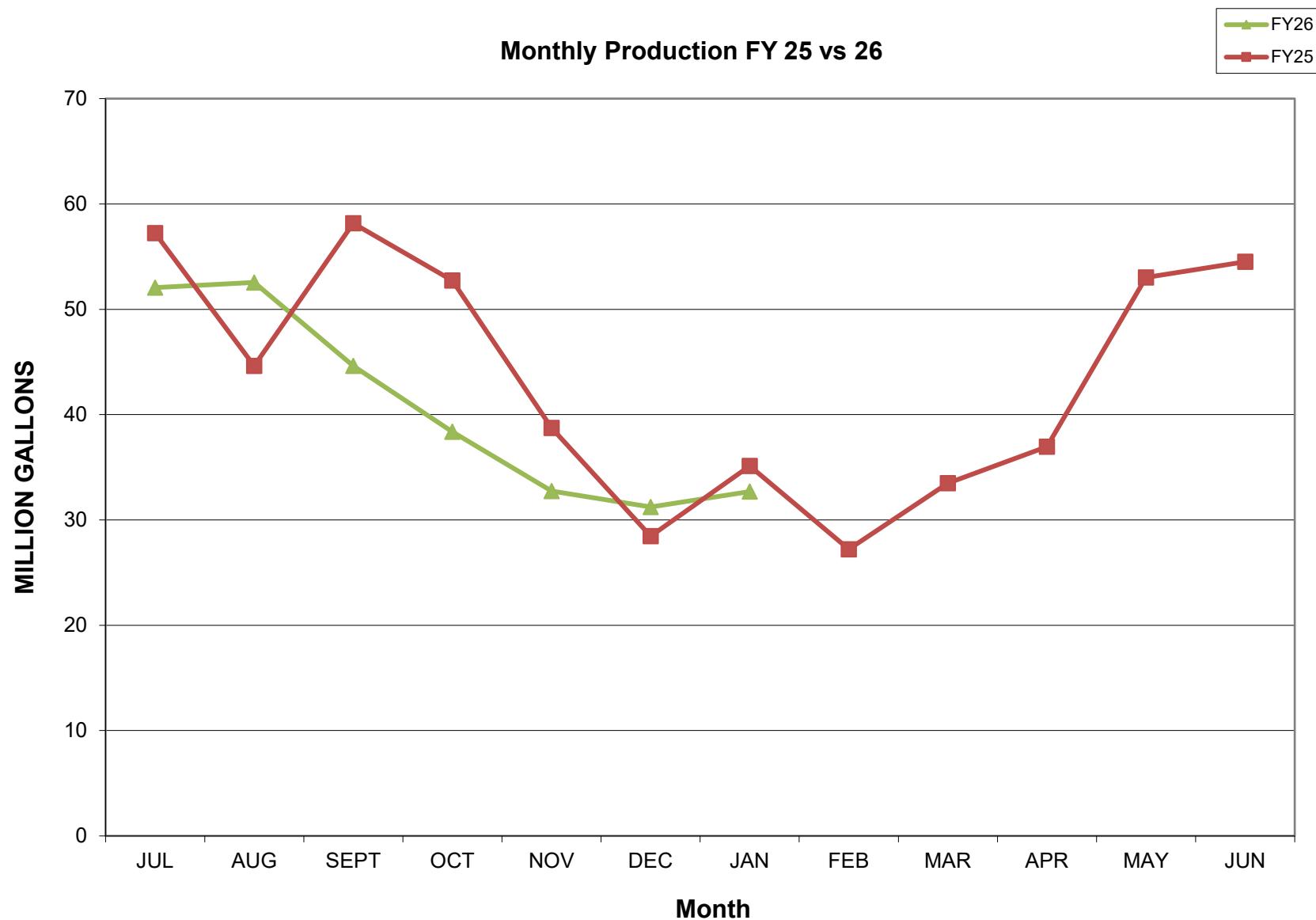
31.4%

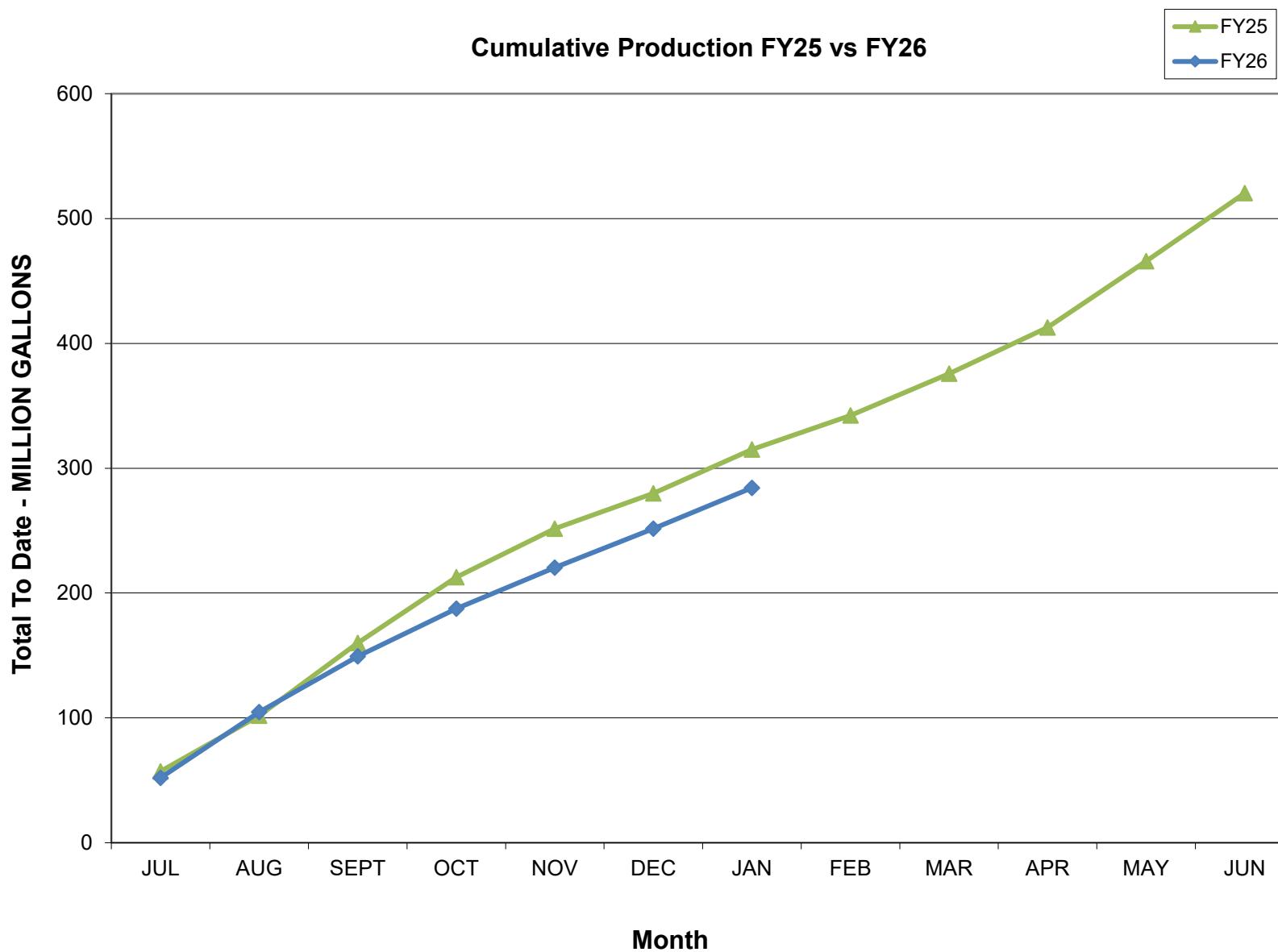
CCWD vs SFPUC- annual

44.8%

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2025**

	CCWD Sources			SFPUC Sources				
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	13.20	0.00	26.41	21.34	60.95	3.73	57.22
<b>AUG</b>	0.00	14.60	0.00	9.07	24.80	48.47	3.84	44.63
<b>SEPT</b>	0.00	14.90	0.00	0.00	46.17	61.07	2.91	58.16
<b>OCT</b>	0.00	0.00	0.00	24.84	30.12	54.96	2.24	52.72
<b>NOV</b>	0.00	0.00	17.88	18.89	4.16	40.93	2.21	38.72
<b>DEC</b>	0.00	0.00	16.94	13.76	0.00	30.70	2.24	28.46
<b>JAN</b>	0.00	0.00	19.03	14.88	3.45	37.36	2.23	35.13
<b>FEB</b>	0.00	0.00	16.4	12.83	0.06	29.29	2.07	27.22
<b>MAR</b>	0.00	1.60	17.89	14.08	3.15	36.72	3.22	33.50
<b>APR</b>	0.01	14.20	0.00	22.44	3.44	40.08	3.12	36.96
<b>MAY</b>	0.00	19.50	0.00	28.47	8.08	56.05	3.04	53.01
<b>JUN</b>	0.00	20.10	0.00	29.32	8.96	58.38	3.86	54.52
<b>TOTAL</b>	0.01	98.10	88.14	214.99	153.73	554.97	34.71	520.26
% Annual Total	n/a	17.7%	15.9%	38.7%	27.7%	0.0%	6.3%	93.7%





**Coastside County Water District Monthly Sales By Category (MG)**  
**FY2026**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	26.41	26.56	26.88	24.83	21.31	20.72	20.72						167.44
COMMERCIAL	2.98	3.05	3.02	3.03	2.69	2.80	2.72						20.30
RESTAURANT	1.60	1.78	1.64	1.78	1.43	1.34	1.46						11.02
HOTELS/MOTELS	2.80	2.86	2.73	2.67	2.26	2.07	2.19						17.59
SCHOOLS	0.54	0.61	0.49	0.50	0.23	0.21	0.15						2.71
MULTI DWELL	2.62	2.65	2.62	2.66	2.40	2.35	2.38						17.69
BEACHES/PARKS	0.59	0.72	0.53	0.48	0.27	0.17	0.16						2.93
AGRICULTURE	1.41	1.35	1.41	1.31	1.12	1.39	1.79						9.77
RECREATIONAL	0.25	0.25	0.25	0.24	0.22	0.19	0.21						1.61
MARINE	0.32	0.39	0.49	0.35	0.32	0.30	0.42						2.58
RES. IRRIGATION	1.76	1.70	1.73	1.10	0.52	0.29	0.16						7.26
DETECTOR CHECKS	0.01	0.02	0.00	0.00	0.00	0.00	0.00						0.04
NON-RES. IRRIGATION	2.39	0.43	3.35	0.58	0.19	0.11	0.07						7.12
RAW WATER	9.46	9.86	4.75	2.27	4.09	0.00	0.00						30.42
PORTABLE METERS	0.25	0.22	0.27	0.13	0.16	0.12	0.04						1.18
CONSTRUCTION	0.21	0.22	0.21	0.20	0.18	0.17	0.15						1.34
<b>TOTAL - MG</b>	<b>53.59</b>	<b>52.65</b>	<b>50.39</b>	<b>42.14</b>	<b>37.39</b>	<b>32.23</b>	<b>32.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>301.01</b>

Non Residential Usage 27.18  
**Running 12 Month Total** 498.05  
12 mo Residential 276.79  
12 mo Non Residential 221.27

**FY2025**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.94	27.90	26.65	25.55	24.43	21.77	20.74	18.48	19.36	20.52	24.51	26.49	284.32
COMMERCIAL	3.21	3.18	2.97	3.01	3.02	2.75	2.53	2.34	2.45	2.57	2.76	2.75	33.55
RESTAURANT	1.83	1.85	1.63	1.67	1.53	1.27	1.43	1.15	1.38	1.47	1.65	1.65	18.51
HOTELS/MOTELS	2.65	3.14	2.75	2.54	2.44	2.03	2.10	1.84	1.89	2.15	2.41	2.57	28.50
SCHOOLS	0.77	0.70	0.80	0.63	0.36	0.23	0.14	0.21	0.17	0.20	0.29	0.65	5.15
MULTI DWELL	2.72	2.77	2.73	2.52	2.45	2.31	2.26	2.05	2.22	2.40	2.53	2.68	29.64
BEACHES/PARKS	0.85	0.99	0.82	0.48	0.35	0.16	0.21	0.13	0.15	0.21	0.25	0.56	5.16
AGRICULTURE	1.92	2.15	2.19	2.07	1.60	1.30	1.19	1.28	1.96	1.78	1.47	1.43	20.34
RECREATIONAL	0.23	0.25	0.25	0.26	0.30	0.31	0.31	0.28	0.19	0.20	0.23	0.24	3.07
MARINE	0.36	0.38	0.36	0.34	0.29	0.29	0.39	0.28	0.24	0.23	0.29	0.31	3.75
RES. IRRIGATION	1.65	1.68	1.51	1.24	1.07	0.24	0.16	0.25	0.33	0.30	0.97	1.66	11.06
DETECTOR CHECKS	0.02	0.03	0.02	0.01	0.01	0.01	0.01	0.00	0.01	0.00	0.00	0.00	0.14
NON-RES. IRRIGATION	2.48	1.52	3.54	2.25	0.94	0.20	0.13	0.11	0.10	0.14	1.61	4.16	17.17
RAW WATER	4.20	4.98	6.48	7.25	4.17	2.63	0.00	3.23	0.00	2.90	8.31	5.68	49.82
PORTABLE METERS	0.34	0.46	0.32	0.34	0.32	0.07	0.07	0.08	0.06	0.09	0.19	0.27	2.61
CONSTRUCTION	0.38	0.37	0.29	0.27	0.26	0.23	0.21	0.20	0.21	0.21	0.23	0.23	3.11
<b>TOTAL - MG</b>	<b>51.55</b>	<b>52.35</b>	<b>53.31</b>	<b>50.44</b>	<b>43.54</b>	<b>35.82</b>	<b>31.87</b>	<b>31.89</b>	<b>30.73</b>	<b>35.39</b>	<b>47.71</b>	<b>51.32</b>	<b>515.90</b>

**Running 12 Month Total** 515.90  
12 mo Residential 284.32  
12 mo Non Residential 231.58

MONTH		January-26		Coastside County Water District Monthly Discharge Report							
EMERGENCY MAIN AND SERVICE REPAIRS											
C o u n t	Date Reported Discovered	Date Reported	Date Repaired	Time Repaired	Estimated Duration of Leak	(Identifier) Location	Estimated Water Volume Loss (MG)	Class Type	Material Type	Size (Inches)	Work Order Number
1	1/18/2026	1745	1/22/2026	1200	90 Hours	2008 Bordeaux Lane	0.001	Service	Copper	1"	9168
2											
3											
4											
5											
6											
7											
8											
				Total	0.001						

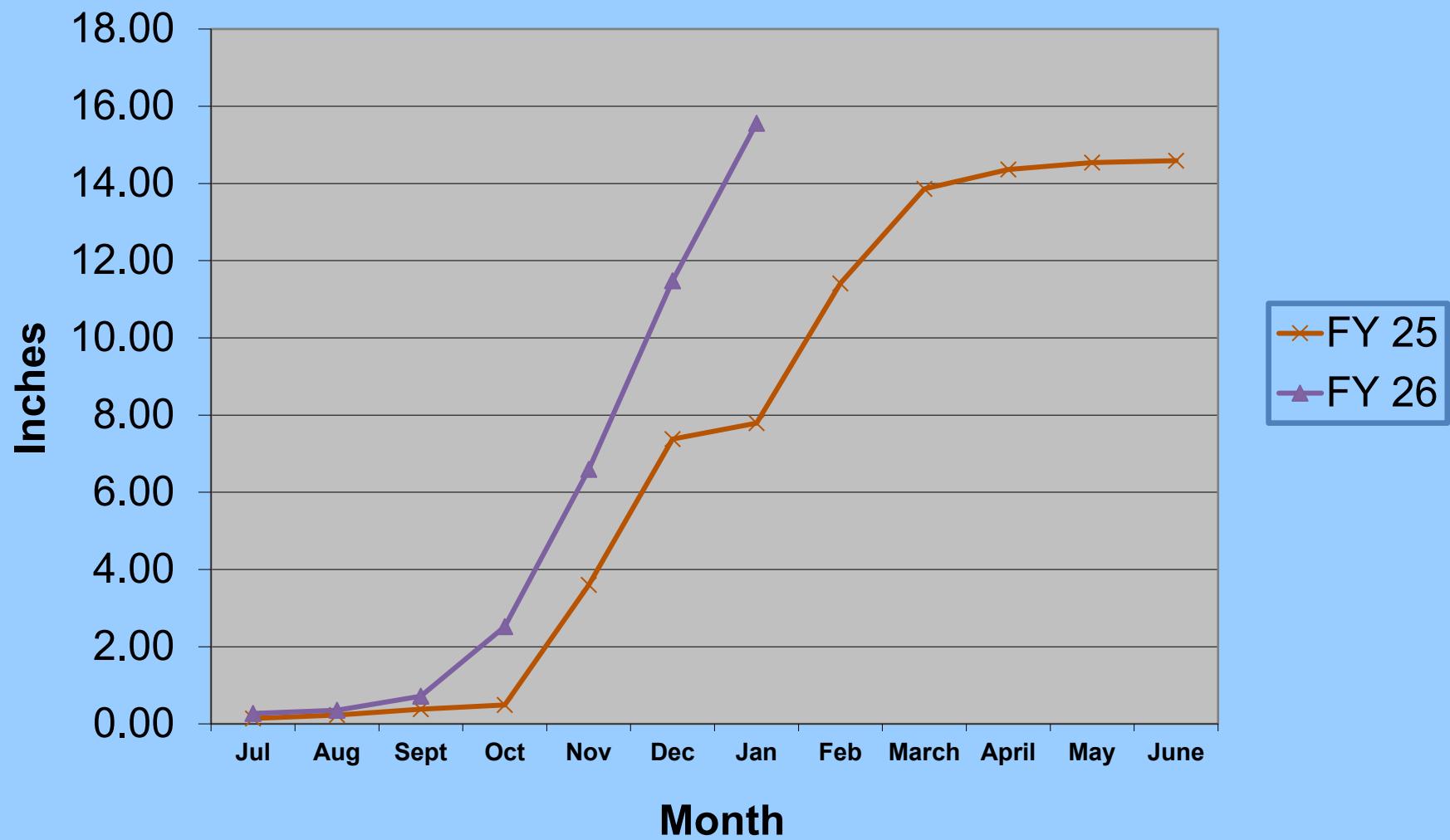
OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.006
Reservoir Cleaning	0.000
Automatic Blowoffs	0.188
Dewatering Operations	0.000
Other (includes flow testing)	0.010
DISCHARGES GRAND TOTAL (MG)	
<b>0.204</b>	

Coastside County Water District  
 766 Main Street  
 July 2025 - June 2026

Nunes  
 Rainfall in Inches

	2025						2026					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0.01	0.00	0.00	0.02	0.00	0.00	0.70					
2	0.01	0.02	0.00	0.45	0.00	0.00	0.18					
3	0.00	0.00	0.00	0.00	0.00	0.00	0.09					
4	0.00	0.00	0.00	0.00	0.00	0.00	1.30					
5	0.00	0.00	0.00	0.00	0.06	0.00	1.53					
6	0.00	0.00	0.00	0.00	0.00	0.00	0.08					
7	0.00	0.00	0.00	0.00	0.00	0.00	0.07					
8	0.02	0.00	0.00	0.00	0.00	0.00	0.00					
9	0.00	0.00	0.01	0.00	0.00	0.00	0.00					
10	0.00	0.00	0.11	0.00	0.00	0.00	0.00					
11	0.00	0.00	0.00	0.00	0.00	0.00	0.00					
12	0.00	0.00	0.00	0.00	0.01	0.00	0.00					
13	0.00	0.00	0.00	1.29	1.80	0.00	0.00					
14	0.00	0.04	0.00	0.00	0.00	0.00	0.00					
15	0.02	0.00	0.01	0.01	0.24	0.00	0.00					
16	0.00	0.00	0.00	0.00	0.40	0.00	0.00					
17	0.01	0.00	0.00	0.00	1.36	0.54	0.00					
18	0.00	0.00	0.05	0.00	0.02	0.01	0.00					
19	0.00	0.00	0.00	0.00	0.00	0.28	0.00					
20	0.00	0.00	0.00	0.00	0.18	0.13	0.00					
21	0.03	0.00	0.00	0.00	0.00	0.06	0.00					
22	0.05	0.00	0.00	0.00	0.00	0.75	0.00					
23	0.00	0.00	0.00	0.00	0.00	0.13	0.00					
24	0.00	0.00	0.00	0.00	0.00	0.58	0.00					
25	0.02	0.00	0.10	0.03	0.00	1.57	0.00					
26	0.03	0.00	0.00	0.00	0.00	0.09	0.00					
27	0.05	0.00	0.00	0.00	0.00	0.03	0.00					
28	0.00	0.02	0.04	0.00	0.00	0.00	0.13					
29	0.00	0.00	0.05	0.00	0.00	0.00	0.00					
30	0.00	0.00	0.00	0.00	0.00	0.00	0.00					
31	0.02	0.00		0.00		0.72	0.00					
Mon.Total	0.27	0.08	0.37	1.80	4.07	4.89	4.08	0.00	0.00	0.00	0.00	0.00
Year Total	0.27	0.35	0.72	2.52	6.59	11.48	15.56	15.56	15.56	15.56	15.56	15.56

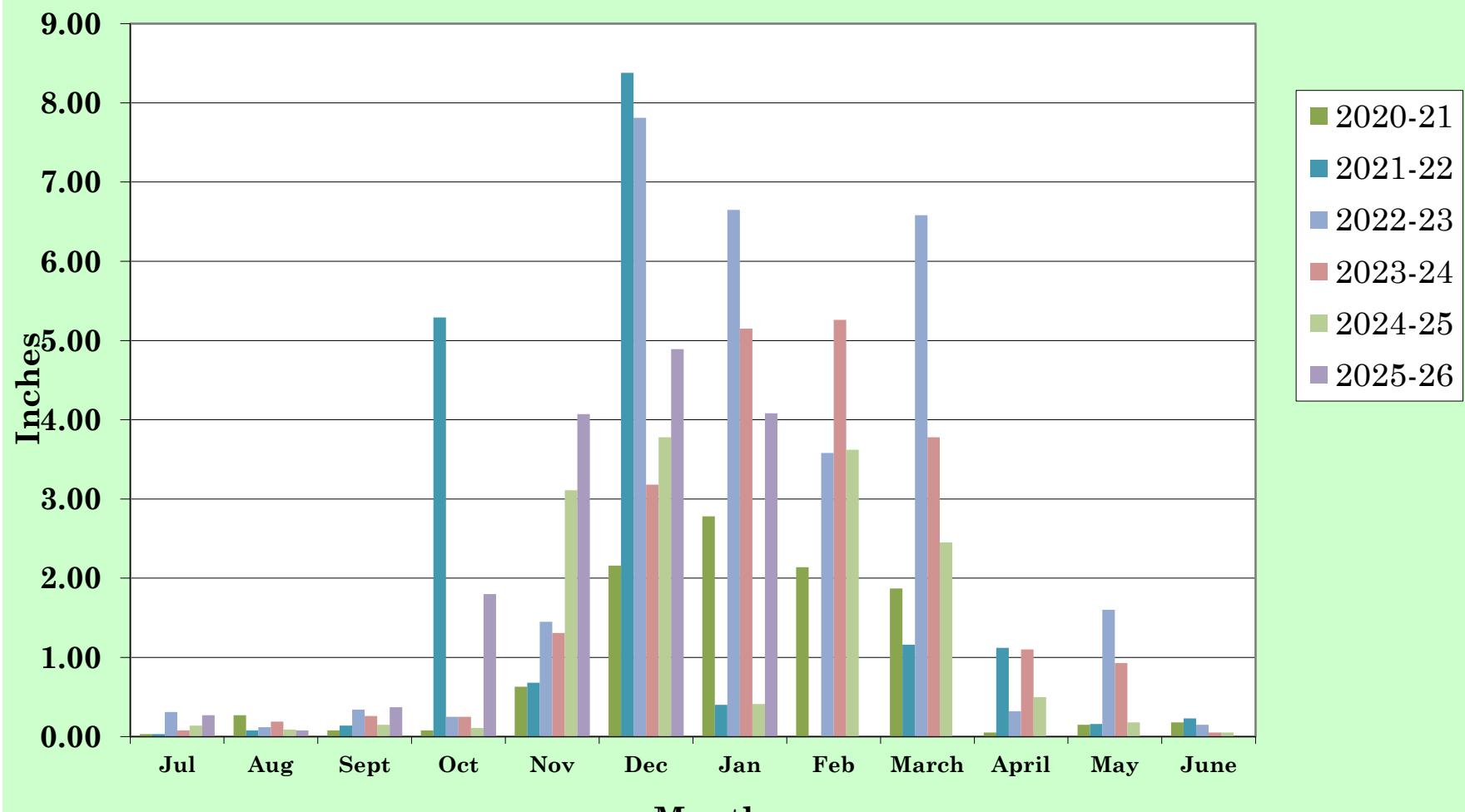
## Rainfall Total Comparison Fiscal Years 2025-26 vs. 2024-25



# Coastside County Water District

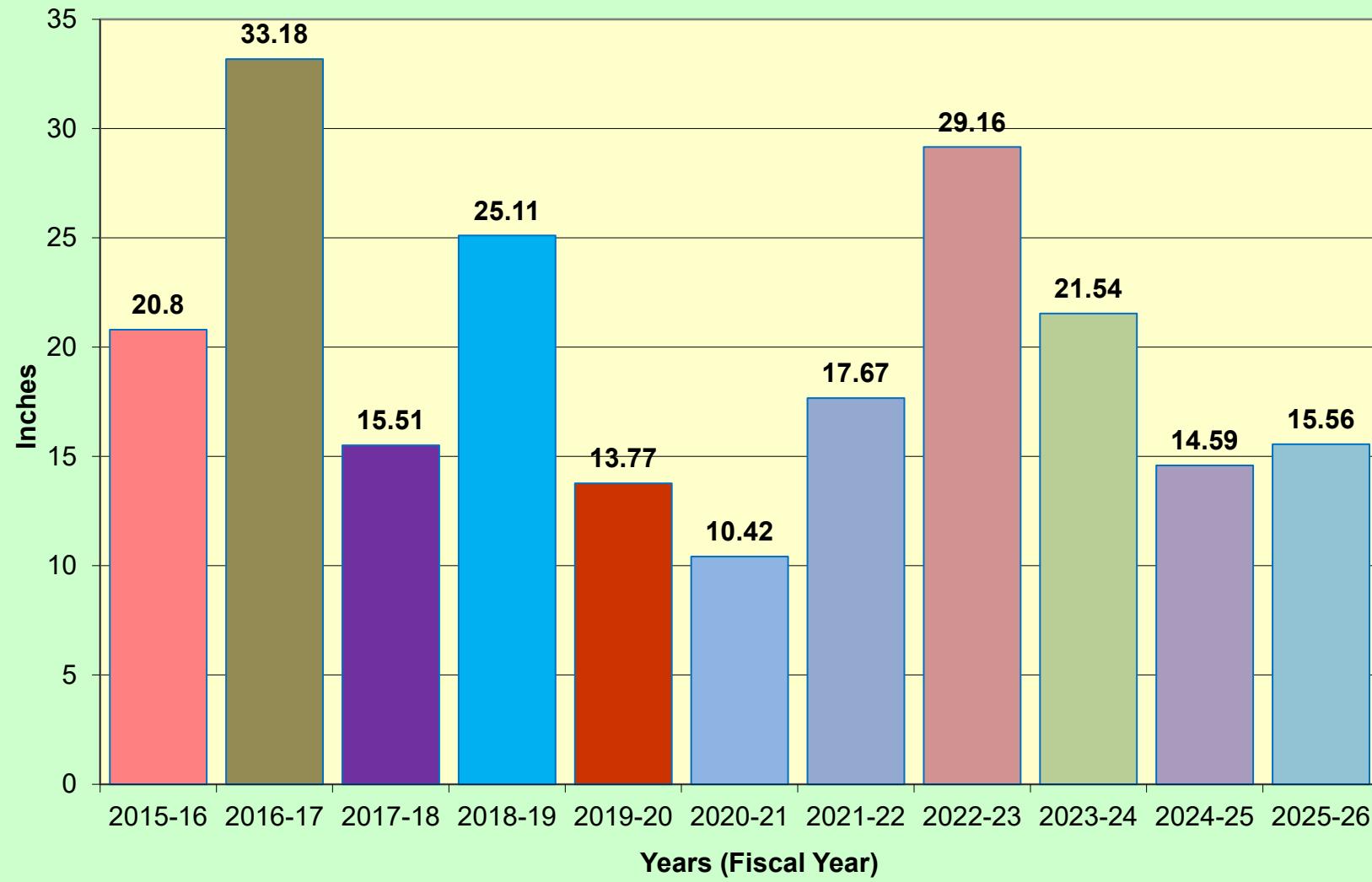
## Rainfall by Month

Fiscal Years 2021 - 2026



## Rain Totals

### Fiscal Years 2016- 2026



## STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jeffrey Schneider, Assistant General Manager

Agenda: February 10, 2026

Report Date: February 6, 2026

Agenda Title: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ended June 30, 2025

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**Recommendation/Motion:**

Authorize the General Manager to write off bad debts for Fiscal Year 2024-2025 (July 1, 2024 to June 30, 2025) in the total amount of \$9,041.16.

**Background:**

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts that have not been collected throughout the fiscal year. The total for Fiscal Year 2024-2025 is \$9,041.16 as detailed in the attached table.

These bad debts only include customers who have discontinued service with the District without rendering payment of their final closing bills. Staff efforts to locate the customers and collect payment of these accounts have been exhausted.

The following represents the bad debt amounts written off over the past five (5) fiscal years:

Fiscal Year 2023-2024:	\$4,455
Fiscal Year 2022-2023:	\$5,686
Fiscal Year 2021-2022:	\$9,296
Fiscal Year 2020-2021:	\$86,368
Fiscal Year 2019-2020:	\$11,115

**Fiscal Impact:**

This amount was charged to expense on the FY2024-2025 Financial Statements.

**STAFF REPORT****Agenda: February 10, 2026****Subject: Bad Debt Write-Offs for Fiscal Year 2024-2025****Page 2**

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**Coastside County Water District**  
**Bad Debt Write-Offs for Fiscal Year 2024-2025**

<b>Name</b>	<b>Amount Due</b>
SANDRA JUAREZ	\$ 932.52
SHIZHONG WANG	\$ 81.83
JOHN E. HILLIARE	\$ 654.60
ANGELA FORTE	\$ 62.50
MARJAN VARZANDEH	\$ 61.72
JASON GOECKE	\$ 592.24
JIM TJOGAS	\$ 51.00
ALLEN STEWART	\$ 47.60
DAVID W. ESSER	\$ 460.53
RENATO CAPISTRANO	\$ 45.91
ALEC SILVA	\$ 391.83
ROXANNE ESCOBEDO	\$ 371.98
ADI PRANATA	\$ 353.11
SUZANNE BLACK	\$ 32.34
SONIA VIDRIO	\$ 305.14
ANIKA SHAHI	\$ 280.03
KRISTY LINCOLN	\$ 232.05
SIMON LO	\$ 23.54
WILLIAM SHIMP	\$ 155.62
RENATO CAPISTRANO	\$ 131.09
SEVILLE TAPAS, INC.	\$ 125.38
TERI SANDOVAL	\$ 1,463.23
JENNIFER CARTER	\$ 1,011.86
RITE AID STORE #5885	\$ 1,173.51
<b>TOTAL Bad Debt Write-Offs</b>	<b>\$ 9,041.16</b>

## STAFF REPORT

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Date:** **February 6, 2026**

**Agenda Title:** Consider Approval of Resolution 2026-01 Amending and Recodifying the Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines.

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### **Recommendation/Motion:**

**Adopt Resolution 2026-01 amending and recodifying the regulations regarding water utility system improvements, including new and modified water service connections to existing water mainlines.**

### **Background:**

The District's current regulations for water utility system improvements were last modified by resolution in 2003. This is a significant update and the amended regulations will provide more clarity for applicants required to complete a mainline extension or install a new water service. After this initial effort to bring the regulations up to date from 2003, future updates should take less effort.

### **Amended Regulations:**

The regulations were modified and restructured to correspond to current workflow, current engineering practices, and industry standards. The modifications took place over numerous meetings with the General Manager, Administration, Engineering (EKI Environment and Water, Inc.), Operations, and Water Resources. The amended regulations will assist the District in effectively communicating requirements for mainline extensions and new or modified water services.

The amended regulations were restructured and include a Definitions section (A), a Water Utility System Improvements section that covers all the mainline extensions (B), a section on adding a Service Connection to an Existing Water Mainline (C), an Engineering and Construction section (D), and (E) Appeals section.

The following is a brief list of the modifications.

- 1) The title of the regulations was changed to Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines. The name change also reflects the removal of the construction and materials section from the regulations.
- 2) The construction standards, approved materials, and standard drawings section was removed from the regulations and instead that section became the Standard Specifications and Standard Drawings document. This is now a stand-alone document. By keeping the Standard Specifications and Standard Drawings as a separate document, it allows the District Engineer and District staff the flexibility to update and create custom specifications if a development has unique site conditions, or if a specific material or pipeline appurtenance has been discontinued. It is not practical to create standards and drawings for every conceivable water utility installation. The most recent revisions were completed in June 2025 to include the District's Cross Connection Control Program and Plan requirements. These standards are revised routinely to keep up with changes to regulations, AWWA standards, materials, and product availability. If an applicant just needs to add a water service connection to an existing mainline, the Standard Specifications and Standard Drawings provide most of the information they will need for water and fire services.
- 3) Added language to help clarify the requirements for initial submittals, interim submittals, the final submittal, and the final acceptance procedures.
- 4) Removed dollar amounts for fees and charges from the regulations and refer applicants to the Rate and Fee Schedule. This will allow the applicant to look in one central document for all related fees for their development and make it easier to update fees.
- 5) The appeals section was added and it newly designates the General Manager to hear all appeals related to the regulations.
- 6) The definitions section was updated to reflect the changes in the regulations.
- 7) Required electronic (pdf) submittal documents (drawings) to reflect the District efforts to move away from paper.
- 8) Updated the "as-built" requirements to easily integrate into the District's geographical information system.
- 9) Updated the Engineering and Construction section.
  - a. Specified the minimum length of pipeline for pipeline extensions.
  - b. Removed outdated products (e.g., meter lids, fire hydrants, and valve boxes) from the regulations.

- c. Removed references to outdated backflow requirements and now reference the District's Cross Connection Control Program and Plan.
- d. Included revised maximum velocity (feet per second) requirements for pipelines.
- e. Updated sizing of water services and meters.
- f. Removed design criteria that referenced outdated standardized domestic daily demand and outdated fire flows.

10) Reference to the previous District Engineer – James Teter - was removed from the regulations.

11) Kept all references to Transmission and Storage fees. And kept the table depicting peak flow capacity, meter size, and equivalent water connections.

### **Next Steps**

The District will post the amended regulations to the website. District Staff will focus their attention on modifying the General Regulations for Water Service and the Rate and Fee Schedule.

### **Fiscal Impact:**

Any costs associated with the regulations will be borne by applicants.

### **Attachments:**

- (A) Resolution 2026-01
- (B) Amended Regulations
- (C) Redlined Regulations
- (D) [Link to Standard Specifications and Standard Drawings](#) on the District's website

# **ATTACHMENT A**

**RESOLUTION No. 2026-01**  
**A RESOLUTION OF THE**  
**COASTSIDE COUNTY WATER DISTRICT**  
**AMENDING AND RECODIFYING THE REGULATIONS REGARDING WATER**  
**UTILITY SYSTEM IMPROVEMENTS, INCLUDING NEW AND MODIFIED**  
**WATER SERVICE CONNECTIONS TO EXISTING WATER MAINLINES**

**WHEREAS**, the Board of Directors of the Coastsde County Water District adopted the District's Regulations Regarding Water Service Extensions and Water System Improvements, Engineering and Construction Standards and Approved Materials as most recently amended in 2003 by Resolution No. 2003-11; and

**WHEREAS**, District staff, in conjunction with EKI Environment and Water, Inc., have evaluated these regulations and determined that they should be clarified, simplified, updated, and brought current to comply with District practices and procedures; and

**WHEREAS**, as part of this update, staff suggests that the title of these regulations should be changed to Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the Coastsde County Water District hereby adopts the amended and recodified Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines, which are attached and incorporated into this resolution.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of February 2026 by the following votes of the Board of Directors:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Robert Feldman, President  
Board of Directors

**ATTEST:**

Mary Rogren, General Manager  
Secretary of the Board

# **ATTACHMENT B**

UPDATED FEBRUARY 10, 2026 (based upon feedback from meeting with Facilities Committee on February 9, 2026).

**ATTACHMENT B**

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**COASTSIDE COUNTY WATER DISTRICT**

**REGULATIONS REGARDING WATER UTILITY SYSTEM IMPROVEMENTS, INCLUDING  
NEW AND MODIFIED WATER SERVICE CONNECTIONS TO EXISTING WATER  
MAINLINES**

**Recodified through Resolution No. 2026-01**

**DRAFT – February 0310, 2026**

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## A. Definitions

Agent: The term "agent" means an applicant's engineer, legal counsel, or other consultant authorized to make decisions on behalf of the Applicant.

Applicant: Owner of property applying for water service

Approved Contractor's List: List of contractors approved by the District to construct Water Utility System Improvements, including water mainline extensions, water services, and fire services connecting to the District's water system.

"As-Built" or Record Drawing: A document that shows the final conditions of a completed Development, including all deviations, changes, and modifications made during construction that differ from the original design plans.

Assessor Parcel Number (APN): The San Mateo County Assessor's identification number for a specific property. The APN is used by the District to assign water connections to a property within the District's jurisdictional boundaries. Water connections are installed for a unique APN and cannot be shared.

Cross Connection Control Program and Plan (CCCPP): The plan and program prepared and implemented by the District in accordance with the requirements of the California Cross-Connection Control Policy Handbook to prevent backflow of water and/or other liquids, gases, or other substances into the public water system via a cross-connection, or interconnection between a potable water system and a non-potable source.

California Plumbing Code (CPC): This is part 5 of thirteen parts of compilation and publication of the California Code of Regulations, Title 24.

Development: The transformation of land or structures that involves water or fire service – from Coastsid County Water District - for residential, commercial, industrial, agricultural, or public purposes. It is generally managed through a cycle of planning, design, engineering, and regulatory approvals in cooperation with other local agencies

District: The Coastsid County Water District.

District Engineer: A qualified and licensed civil engineer retained by the District,

as deemed appropriate by the District in its sole discretion, acting either directly or through the District, acting within the scope of the particular duties delegated to them.

District Manager: The General Manager or Manager of the District or their assigned representative.

Mainline: A water pipeline owned and maintained by the District that is an artery of the District's distribution system and delivers water to smaller service lines that connect to individual customer connections. Also referred to as mains.

Maintenance Bond: A surety bond that guarantees a contractor will fix any defects in materials, workmanship, or design that appear during a specific maintenance or warranty period after a construction Development is completed.

Offsite: Located outside of the Development.

Onsite: Located within the Development.

Payment Bond: A surety bond that guarantees a contractor will pay its subcontractors, laborers, and material suppliers for their work on a Development.

Performance Bond: A surety bond that guarantees a contractor will complete the Development according to the terms of the Water Service Agreement.

Planning Authority: The determining authority for a given Development.

Proposal for Construction: A cost proposal for a licensed, qualified contractor to construct the Utility System Improvements.

Service Line: Smaller pipelines that connect from a water mainline to serve individual customers.

Site Utility Plans: Development's civil drawings that delineate the location and detail of all existing and proposed utilities.

SOPQ: Statement of Pre-Qualifications; required to be prepared according to the District's current "Request for SOPQ for Approved Contractors List" and submitted to the District by contractors requesting to be added to the District's Approved Contractors List.

Standard Specifications and Standard Drawings: The latest version of the Coastsides Water District's Standard Specifications and Standard Drawings.

Tentative Development Map: A map or maps that show the design,

improvements, and existing conditions of a proposed Development that meets the requirements of the Planning Authority.

Transmission and Storage Fee: The cost to establish water service is determined by the number of water connections required to provide water service to a Development. The number of water connections required is correlated with the size of the service. Water connections are assigned a designation of non-priority or priority, in conformance with the local planning authorities Local Coastal Program. Refer to the District's Rate and Fee Schedule for fees and charges.

Water Service Agreement: An agreement between the District and the Applicant that governs the terms and conditions for the District to provide water service.

Water Utility System Improvement: The modification of the District's water utility system (transmission, distribution, storage, and treatment) to provide water and fire service.

Water Utility System: The onsite and offsite water mainlines, service lines, fittings, valves and housing thereof, fire hydrants, manholes, storage facilities, pumping facilities, and all appurtenances thereto, as required for the District to provide water service for Developments. The Water Utility System does not include the water pipelines on the Applicant's side of the meter or the backflow prevention assemblies, all of which will be owned and maintained by the Applicant. Water Utility System is also referred to as "water system".

## **B. Water Utility System Improvements**

### **1. *Applicant's Responsibility***

It is the District policy to require that improvements to its Water Utility System be done in accordance with the following procedures at the expense of those requesting an extension of service (i.e., Applicant).

## **2. *Initial Submittal - Tentative Development Maps, Drawings, and Data***

**2.1** The Applicant shall submit to the District electronic Development maps, drawings, and other data sufficient in detail for the District to evaluate the Development with regard to water service. Maps and drawings shall be in PDF format and approximately 22" x 34". Based upon this submittal, the District will determine whether the proposed Development can be served and in what manner this may best be accomplished. This determination will be based upon an analysis of existing water supply, treatment plant storage, and transmission and distribution facilities capacity. The analysis shall be at the Applicant's expense and shall either be performed by the District Engineer or by a qualified and licensed civil engineer retained by the District, as deemed appropriate by the District in its sole discretion. The Applicant will be furnished with the design criteria to be utilized and a preliminary cost estimate for required Water Utility System Improvements prepared by the District Engineer. Any offsite water supply development, treatment, storage, or transmission and distribution facilities that may be required will be designed, at the Applicant's expense, by a licensed and qualified engineer selected by the Applicant and approved by the District. Proposed location and size of water lines need not be shown on the initial submittal. In addition, the District shall have received a planning or coastal development referral for the Development from the Planning Authority.

The initial submittal for Developments shall include the initial fee and contain the following minimum information relevant for the type of Development, such as:

- Tentative Development map showing the property lines, streets, and other dedicated rights of way; and
- Description of proposed Development that includes all relevant information relevant to water demand and Water Utility System Improvements; such as, number and location of single-family residences to be constructed, number and location of dwelling units for multi-family residences, number of students, number of employees, and irrigation requirements; and
- Development maps must show topographic contours and elevation of the highest

and lowest unit served and top floor elevation on multi-story buildings; and

- All available Site Utility Plans.

**2.2** After the District has reviewed the initial submittal, the District will notify, in writing, the Planning Authority, if requested by the Applicant, that the Development is or is not within the service area of the District, and whether it can be feasibly served by the District. Copies will be sent to the Applicant and the District Engineer. This notification that the Development can be served does not constitute a commitment to serve water to the Development.

### **3. *Interim Submittal - Construction Plans, Specifications, and Other Documents***

**3.1** After the District has informed the Applicant of required water service facilities, the Applicant may commence work on the detailed plans, specifications, and cost estimate for all required onsite and offsite Water Utility System Improvements. The Applicant shall acquaint themselves with District requirements as specified in these Regulations, the current version of the District's Standard Specifications and Standard Drawings, and all applicable County of San Mateo and City of Half Moon Bay standards. A copy of the current version of the District's Standard Specifications and Standard Drawings for installation of piping appurtenances is available free of charge at the District website and for a fee at the District office. All facilities shall be designed for low-cost maintenance and operation. The District Engineer will be available to the Applicant or Agent for the purpose of answering questions and confirming design details. Location of fire hydrants must be approved by the Coastside Fire Protection District.

**3.2** This interim submittal shall consist of electronic copies of each of the following documents:

- (a)** Draft plans and specifications for onsite and offsite Water Utility System Improvements.
- (b)** Draft plans for building permits with water demand for each developable

lot, including fire sprinklers and irrigation systems.

**(c)** A draft utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastside County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.

**(d)** Tentative Development Map, if modified from that included in Initial Submittal (new Development only).

The above documents will be reviewed by the District. The District will provide documentation to the Applicant indicating required modifications, if any, and whether any permits or waivers are needed from the California State Water Resources Control Board Division of Drinking Water (DDW) or other regulatory agencies. A minimum of 30 calendar days shall be allowed for this review. All documents that require modifications shall then be submitted for final review by the District as part of the final submittal.

**3.3** Adequate water connections must be assigned to the developable lot(s) before the District will present the Water Service Agreement to the District Board for approval. The District and District Engineer will confirm the required water capacity as part of the interim submittal. The District shall also determine the nature, size, and location of all service connections and associated facilities (i.e., service lines, meters, backflow prevention assemblies, pressure reducing valves, etc.) based on the current submittals to the District.

#### **4. *Final Submittal - Construction Plans, Specifications, and Other Documents***

**4.1** After the District has reviewed the interim submittal, the Applicant may commence work on the final plans, specifications, and cost estimate for the required onsite and offsite Water Utility System Improvements. The District Engineer will be available to the Applicant's engineer for the purpose of answering questions and confirming design details. Location of fire hydrants must be approved by the Coastside Fire Protection District.

**4.2** This final submittal shall consist of electronic copies of each of the following documents:

- (a) Final plans and specifications for onsite and offsite Water Utility System Improvements.
- (b) Final plans for building permits with water demand for each developable lot, including fire sprinklers and irrigation systems.
- (c) Final utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastside County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.
- (d) A completed Water Service Agreement with all required information populated and all required attachments.
- (e) All required easements and deeds.
- (f) All required waivers and permits related to the Water Utility System Improvements. A separate and unique encroachment permit from the local public works authority is required for Water Utility System Improvements for work in the public right-of-way. The encroachment permit cannot be shared with other utilities or other work in the public rights-of-way.
- (g) Tentative Development Map, if modified from that included in Initial Submittal (new Developments only).

The above documents will be reviewed by the District. The District will provide documentation to the Applicant indicating required modifications, if any. A minimum of 30 calendar days shall be allowed for this review. All documents that require modifications shall then be submitted for final review by the District.

**4.3** When all final documents are acceptable to the District, the Water Service Agreement, including the Development plans and specifications, will be presented to the District Board for approval. Board meetings are normally scheduled for the second

Tuesday of each month. This approval and execution of the Water Service Agreement by the District and Applicant constitutes a commitment by the District to serve water to the development, provided that the Applicant fully complies with all the requirements of the Water Service Agreement.

**4.4** Following approval of the Water Service Agreement, the Applicant shall pay all fees and charges referenced to in the Water Service Agreement, which may include adequate Transmission and Storage Fees, plan check and inspection fees, and any applicable special fees and deposits as provided for by these Regulations.

**4.5** A Water Service Agreement will be signed between the Applicant and the District within 45 days after board approval, provided that the Applicant has satisfied all the requirements.

## **5. *Water Supply, Storage, Treatment, Transmission and Distribution Facilities***

The District will provide water in the quantity and at the quality and pressure as is available. For Water Utility System Improvements requiring the Development of additional water supply, or construction of treatment plant capacity, distribution and transmission pipeline, and storage facilities, the total cost of these facilities shall be borne by the Applicant.

Design of all such facilities, including wells, treatment plants, dams, pumping stations, storage tanks, reservoirs, and transmission and distribution pipelines, must be accomplished by a qualified and licensed civil engineer selected by the Applicant and approved by the District. All costs, including environmental impact report preparation, engineering design, construction inspection, construction, land acquisition, and legal and administrative costs incurred by the District shall be borne by the Applicant.

## **6. *Processing Fees and Deposits***

**6.1** The Applicant must pay the fees described below, and the amount of these fees are established in the current District Rate and Fee Schedule, which is available on the District's website.

**6.2** Initial Filing Fee. Prior to processing of the initial submittal, the Applicant shall submit a filing fee with the District. This filing fee is not a deposit, and it is not subject to return if the Development is abandoned.

**6.3** The Applicant shall pay to the District a Transmission and Storage Fee. The amount of this fee is based on meter size and peak demand in gallons per minute through the water service (see D. 2.8 (b) (6)), as described in the current District Rate and Fee Schedule.

**6.4** All costs associated with environmental review and environmental document preparation shall be borne by the Applicant. The Applicant shall reimburse the District for all costs related to this environmental review, covering all legal, engineering, administrative, and other costs incurred by the District in the review of an environmental impact or similar report required by the proposed water service extension or water system improvement pursuant to applicable State or Federal law.

**6.5** At least 10 (ten) days prior to the commencement of construction, the Applicant shall furnish to the District the following bonds:

**(a)** A Payment Bond in the amount of 100 (one hundred) percent of the Proposal for Construction amount, to guarantee payment of obligations referred to in Section 9550 et seq. of the Civil Code;

**(b)** A Performance Bond in the amount of 100 (one hundred) percent of the Proposal for Construction amount, to guarantee faithful performance of the terms of the Water Service Agreement; and

**(c)** A Maintenance Bond in the amount of 10 (ten) percent of the Proposal for Construction or the minimum bond purchase amount, whichever is greater, to guarantee against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the work by the District.

The bonds shall be in a form satisfactory to the District. The surety and sureties must be qualified to do business in California.

## **7. Construction**

### **7.1** Applicant shall commence installation of the Water Utility System

Improvements no later than as specified in the Water Service Agreement (up to three months after the date of the Water Service Agreement), subject to extension for force majeure events not the fault of the Applicant. The Applicant shall complete its installation of the Water Utility System Improvements within 12 months after the date of the Water Service Agreement. If installation has not commenced or has not been completed by such dates, the District may terminate the Water Service Agreement, unless the delay is solely attributable to force majeure events, such as fire, flood, or earthquake, which are beyond the control of, and not the fault of, the Applicant.

### **7.2** A minimum of twenty (20) days prior to the start of construction, the following requirements shall be met:

- (a)** The Applicant shall file a tentative construction schedule with the District.
- (b)** The Applicant shall provide the District with the bonds as described in the Water Service Agreement.
- (c)** The Applicant shall file with the District the insurance certificates as described in the Water Service Agreement.
- (d)** The Applicant shall file with the District the Proposal for Construction by a licensed qualified contractor for all Water Utility System Improvements.
- (e)** The Applicant shall submit the name and license number of the general contractor for the Development, names and license numbers of subcontractors, if any, who will construct Water Utility System Improvements. All contractors constructing Water Utility System Improvements including water mainline extensions, water services, or fire services connecting to the District's water system shall only be on the District's Approved Contractors List. Names of approved contractors are available from the District. To be added to the District's Approved Contractors List, a contractor must submit a fully complete Statement of Pre-Qualifications (SOPQ) based on the requirements of the District's current "Request for SOPQ for Approved Contractors List"

and be pre-qualified by the District. A copy of the current "Request for SOPQ for Approved Contractors" List is available by request from the District. The District will notify Contractors within 21 (twenty-one) calendar days after receipt date of the SOPQ if the Contractor meets the District's pre-qualification standards.

**(f)** The Applicant shall invite the District to a pre-construction meeting that shall take place at least 10 (ten) days prior to commencing construction.

**(g)** The Applicant shall submit all shop drawings and other construction submittals required by the District's Standard Specifications and Standard Drawings to the District. All shop drawings and construction submittals for Water Utility System Improvements shall be approved by the District Engineer prior to commencing construction.

**7.3** Prior to water line construction, all road and easement areas where water lines are to be installed shall be staked and rough graded. All meter and valve box locations and finished grades shall be staked prior to water line construction to confirm that the boxes are set in accordance with the District's Standard Specifications and Standard Drawings relative to the finished grade for paved or non-paved areas.

**7.4** The District shall observe and inspect facilities solely to protect the interest of the District and to determine if completed work is acceptable to the District and can be incorporated into the District system. No responsibility is assumed for the Contractor's operations or their safety practices. The Applicant is responsible for the correct location of facilities and for measurements and payments.

**7.5** It will be the responsibility of the Applicant or their representative to notify the District at least ten (10) working days in advance of the proposed starting date, and to ascertain that the District Inspector is at the site of the work when Water Utility System construction begins. The Applicant shall not commence construction of Water Utility System Improvements unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. If construction is not continuous, the District shall be notified at least 48 (forty-eight) hours in advance as to when construction will resume. Any work performed without knowledge or consent of

the District Inspector is subject to rejection by the District.

**7.6** It will be the responsibility of the Applicant to file and obtain the necessary permits for the work. The Applicant is required to obtain permits specifically for the Water Utility System Improvement portion of the Development, independent from other aspects of the Development. The Applicant shall be responsible for completing all Water Utility System improvements within the valid permit periods.

## **8. *Changes During Construction***

**8.1** Changes to the Water Utility System Improvements that are necessary to the work during construction shall be submitted to the District for review and approval prior to the incorporation in the work.

Changes to the site development plans that increase water fixtures or peak water demand shall be submitted to the District for review and approval.

**8.2** The District may, at its discretion, waive all or portions of the submittal requirements, depending upon the complexity of the change.

## **9. *Easements and Property Rights***

Prior to acceptance of the final submittal, the Applicant will grant to the District all necessary easements and property rights deemed required by the District for pump stations, pipelines, treatment plants, wells, storage tanks, meters, hydrants, valves, and other sites of water facilities for the proposed Development. Pipeline easements shall be in accordance with Part D.2.4(g) of these Regulations. Recording of maps with public utility easements will not be sufficient. A separate deed for such easements shall be granted directly to the Coastsid County Water District or the Coastsid County Water District shall be named on the recorded tract map.

## **10. *“As-Built” Drawings***

The Applicant shall transmit the recorded Development Map in electronic PDF and AutoCAD formats of the completed improvements showing “As Built” conditions. “As-Built” drawings shall be submitted even if the improvements were constructed

without any deviations from the approved plans and specifications. Each drawing shall be signed by the Applicant's Engineer, who shall be a Registered Civil Engineer in the State of California, certifying that the drawings correctly indicate "As-Built" conditions.

The certificate shall be in the following form:

"Date \_\_\_\_\_

This is to certify that this Drawing has been corrected to show the water system and related facilities as constructed.

\_\_\_\_\_  
RCE No. \_\_\_\_\_ "

Name

**10.1** The "As-Built" drawings shall show the location of all valves and bends with dimensioning in feet from two fixed points or coordinates provided in California State Plane, Zone 3, NAD83. Locations of all water lines shall be dimensioned in feet from front face of nearest curb. Valve and pipeline marker posts shall be installed in unpaved areas and shall be located in the field by the District.

**10.2** After District approval of the As-Built drawings, the District will transfer all pertinent information on the As-Built Drawings to the District's official maps at the Applicant's expense. The Applicant will be responsible for the cost of updating the relevant maps with the information from the As-Built Drawings.

## **11. Final Acceptance**

When the District is satisfied that all Water Utility System Improvements are in accordance with these regulations and the District's Standard Specifications and Standard Drawings, the Water Service Agreement, the approved plans and permits; the District shall certify in writing upon final acceptance by the District Board.

## **C. Procedure for New and Modified Water Service**

### **Connections to Existing Water Mains**

Certain applications for water service involving construction of new service connections to existing water mains to serve property located in previously subdivided locations may be processed under the provisions contained in this Part C as reasonably determined by the District, whereupon the District shall determine the nature, size, and location of the facilities necessary to render service to the property. Provisions contained in this Part C are intended for water service connections and facilities that do not require a water mainline extension and can rely on the District's Standard Specifications and Standard Drawings without the need for additional technical plans and specifications. Example facilities include domestic services, irrigation services, fire services, and hydrants that are installed on an existing water main. (The District receives additional requirements from the Coastsides Fire Protection District for fire services and fire hydrants). The most current edition of the California Plumbing Code shall be referenced for sizing and other miscellaneous requirements. The Applicant must comply with requirements of District Ordinances, including requirements related to water use efficiency and water conservation.

The Applicant shall agree in writing to pay for the entire cost of all such facilities required to provide water service to their property, which shall be in addition to the Transmission and Storage Fee and other applicable charges and deposits imposed by the District. An estimate of the design and construction costs associated with the Water Utility System Improvements needed shall be prepared by the District and submitted to the Applicant, and prior to the commencement of said design and construction work, the Applicant shall pay said estimated cost to the District upon receipt of invoice. The application must be approved by the District.

Upon completion of the work, any remaining portion of the sum previously submitted by the Applicant shall be returned; any shortage or additional funds required to fully reimburse the District for costs expended in completing the work shall be paid by the Applicant prior to the issuance of meter(s).

## **D. Engineering and Construction Standards**

### **1. General**

**1.1** All Developments within the District shall meet the requirements of the current version of the District's Standard Specifications and Standard Drawings. It is the intent of the District's Standard Specifications and Standard Drawings to give a degree of uniformity to design of onsite facilities, construction procedures, materials and equipment used within the District. The District's Standard Specifications and Standard Drawings are to be used as a guide for those preparing plans and specifications for Developments within the District. These Standard Specifications and Standard Drawings may not cover all Development elements. Where additional engineering design is necessary, the District's Standard Specifications and Standard Drawings shall be supplemented with additional technical specifications and details.

**1.2** Good, sound engineering practice precludes the use of a rigid set of standard specifications for every conceivable condition that may be encountered throughout the District. For all Developments except those determined by the District to be processed under Part C, herein, it is required that the Applicant's Engineer prepare a set of plans and specifications based upon the District's Standard Specifications and Standard Drawings. Plans shall be complete, showing all necessary dimensions and location of all fittings, fire hydrants, air releases, services and blowoffs. The drawings shall indicate the type of joint (mechanical or flanged) for each fitting; this will require providing a detail for each piping intersection.

**1.3** The District's Standard Specifications and Standard Drawings shall not be adopted by reference unless a copy of the District's Standard Specification(s) and Standard Drawing(s) is appended to the Development plans and specifications. Where this is done, the inapplicable portions of the District's Standard Specifications and Standard Drawings shall be deleted.

**1.4** The District's Standard Specifications and Standard Drawings are subject to revisions and additions at any time without notice. Latest revision dates are shown on

the title sheet of the District's Standard Specifications and Standard Drawings and each standard detail sheet; it shall be the duty of those using the District's Standard Specifications and Standard Drawings to see that the latest revision is used. A copy of the District's Standard Specifications and Standard Drawings may be reviewed at the District Office or on the District Website:

Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019  
Telephone: (650) 726-4405  
Website: <https://coastsidewater.org/engineering-department/>

**1.5** In addition, the Development specifications shall contain the following:

**(a)** The Applicant shall designate in writing the name, address, telephone number and emergency telephone number of the individual who will have responsible charge of the Development and to whom District orders shall be directed.

**(b)** The Applicant shall give the District written notice not less than ten (10) working days in advance of the actual date on which the work will be started. Where work has been halted because of inclement weather or any other reason, it shall be the duty of the Applicant to notify the District at least forty-eight (48) hours before resumption of work. Any extra expense of the District due to failure to notify shall be charged against the Applicant. The Applicant shall immediately notify the District if work is to be halted for any reason.

**(c)** Any materials or equipment deemed salvageable by the District shall remain the property of the District and shall be delivered to the District, as directed by the District Representative.

**(d)** Connections to or modifications to the existing system shall only be made by a Contractor previously approved by the District. Names of approved Contractors are

available from the District.

## **2. Basic Design Criteria**

### **2.1 General**

The following basic design factors have been prepared as a guide for use in sizing water lines and storage facilities. Flows shall be increased to meet the actual demands of the user where required.

### **2.2 Storage**

District water storage tanks shall be sized to meet domestic, irrigation, and fire flows as estimated by the District Engineer simultaneously. Tank elevations and service zones will be determined by the District. Generally, initial construction of storage volume sufficient to meet the full development of the projected service area will be required. Where construction of an incremental portion of the future requirements (fully developed service area) is permitted, sufficient property shall be provided and the site grading completed to meet the future requirements. Cathodic protection may be required.

Minimum volume of storage for a service area shall be determined as the sum of the following values:

**(a) Operational Storage Volume:** 25 (twenty-five) percent of max day demand (MDD) or four-hour storage of the peak hour demand (PHD), whichever is greater.

**(b) Fire Storage Volume:** The maximum required fire flow volume (flow times duration) within a service area as determined by the Coastsides Fire Protection District.

**(c) Emergency storage Volume:** Three-day storage of the average day demand (ADD).

### **2.3 Transmission Pipelines**

**(a) Transmission pipelines:** are defined as pipelines that are 10 inches in diameter and larger. All transmission pipelines shall be initially sized to meet the future requirements of the fully developed service area (peak daily demands plus fire

demands) with the lowest practical pressure loss.

**(b)** Maximum pressurehead losses: design head losses shall not exceed:

(1) 3 feet per 1,000 feet of mainline at peak hour demand conditions ~~or~~.

(2) 10 feet per 1,000 feet of mainline at under maximum day demand plus fire flow conditions in design.

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**(c)** Maximum Velocities: Design velocities shall not exceed:

(1) 6 feet per second during peak hour demand conditions ~~or~~.

(2) 10 feet per second at under maximum day demand plus fire flow conditions in design.

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## 2.4 Distribution Mainlines, Other Pipelines, and Appurtenances

**(a)** All materials and installation procedures for piping and appurtenances shall conform to the latest edition of the District's Standard Specifications and Standard Drawings.

**(b)** The two following conditions shall be considered by the District for the design of all water mains:

- (1) At maximum day peak hour demand, the operating or "residual" pressure at all water service connections shall be at least 35 pounds per square inch.
- (2) At average maximum day demand plus fire flow, the operating or "residual" pressure in the area of the fire shall not be less than 20 pounds per square inch.

**(c)** Pipelines shall be sized by the District to serve the general water service vicinity; oversizing above the needs of a specific Development may be required.

Generally, the following minimum pipeline sizes will be applicable for residential areas without multiple dwelling units:

- (1) For pipelines with fire hydrants, minimum diameter shall be 8 inches;
- (2) For pipelines without fire hydrants, minimum diameter shall be 6 inches with a maximum length of 500 feet with no future extensions;

- (3) For pipelines between 500 feet and 1,500 feet the minimum diameter shall be 8 inches;
- (4) For pipelines more than 1,500 feet in length criteria will be developed on a case-by-case basis with the District;

**(d) Maximum Velocities:** For all pipelines, ~~maximum~~design velocities shall not exceed:

- (1) 6 feet per second during peak hour demand conditions ~~or~~.
- (2) 10 feet per second ~~at~~under maximum day demand plus fire flow conditions in~~design~~.

**(e)** Pipelines shall be installed with a minimum of 36-inches cover over the top of the pipe.

**(f)** Pipelines shall be looped to form a grid network. Dead-end water mainlines or distribution systems with single tie-in connections are to be avoided. Where dead ends are unavoidable, as determined by the District, provision shall be made for blowing off the mainline by means of a blow-off valve or hydrant.

**(g)** Pipelines shall be installed within the public right-of-way, whenever possible, and shall extend the entire length of the property line facing the public right-of-way. The District requires a 20-foot-wide permanent easement for water mainlines within private property from the center of the pipe 10' (ten feet) on either side of the water mainline. Additional easements will be required for laterals, meters, hydrants, valves, and other appurtenances as determined by the District.

**(h)** Water mainlines and non-potable pipelines shall be placed to conform to the California Code of Regulations Title 22, Division 4, Chapter 6, Section 64572. If the Applicant and the District agree that the requirements of the California Code of Regulations cannot be met, the Applicant must prepare and submit a waiver request to the State Water Resources Control Board. The waiver request shall be submitted to and approved by the District prior to submission to the State Water Resources Control

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Board.

(i) Each service zone (pressure zone) will normally have pressures in pipelines from 35-150 pounds per square inch (psi). Where pressures are at or above 80 psi in the distribution system, pressure regulating valves shall be installed on the private water supply line before the water enters the structure. In areas with lower service zone pressures, the District may require Applicants to acknowledge the pressure conditions in the Water Service Agreement, record a notice of low water pressure, and consider the lower pressures in the design of the Development's interior plumbing.

(j) Each domestic water service shall have a primary control valve installed on the private water supply line before the water supply enters the structure.

(k) Each domestic water service shall have a hose bib connection in the front or the side of each structure where the water enters the structure so that the private water supply line can be flushed without water entering the structure.

(l) Valves shall be installed at maximum intervals of 500 feet in pipelines and on all branched pipelines connected to the mainlines. Valves will be located at street intersections or where operationally necessary.

(m) Fire hydrants. Locations of fire hydrants are subject to the approval of the Coastside Fire Protection District. Hydrants shall be located at a maximum 500-foot spacing unless otherwise directed by the Coastside Fire Protection District. Hydrants shall be installed on the mainline with the largest available fire flow as determined by the District Engineer. Fire hydrants shall be located where flow can be provided from two directions, unless otherwise approved by the District.

(n) Air release valves shall be installed according to the District's Standard Specifications and Standard Drawings.

(o) Blow off connectors shall be installed according to the District's Standard

Specifications and Standard Drawings.

**(p)** Pumps shall not be permitted to be directly connected to the District pipeline. Where a water user requires greater pressure than is available at the water meter, an air gap system shall be constructed by the user between the water meter and the booster pump in accordance with the District's Standard Specifications and Standard Drawings and the District's current Cross Connection Control Program and Plan (CCCPP). District shall not be responsible for operating or maintaining pumps.

After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 24 (twenty-four) hours notice. Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the Applicant. District meters and service connections shall not be installed after a private pumping system.

**(m)** Backflow prevention assemblies shall be installed on water service connections in accordance with the District's Standard Specifications and Standard Drawings, the Coastsid County Water District CCCPP, and all State and local regulations.

#### **2.5** Backfilling Trenches and Repaving

Trench materials, compaction requirements, repaving and guarantees shall comply with appropriate requirements of the Caltrans, City of Half Moon Bay, County of San Mateo, and the District's Standard Specifications and Standard Drawings.

#### **2.6** Testing

The Water Utility System shall be tested in accordance with the District's Standard Specifications and Standard Drawings.

#### **2.7** Disinfection

The water system shall be disinfected in accordance with the District's Standard Specifications and Standard Drawings.

#### **2.8** Service Connection Requirements (Other Than Fire Protection Service)

**(a) Sizing of Water Service Connections**

- (1) Each service connection shall be sized by the District to provide adequate water supply service based on peak flow and fixture unit counts (in conformance with the requirements for "adequate flow", "maximum velocity" and "minimum water pressure"). Water meters will not be installed and water service will not be provided at a new location until the Applicant has demonstrated to the District that the total peak flow demand installed is within the capacity of the service connection previously purchased for that location. After a meter has been installed and water service initially provided, the Applicant shall not install additional water-using devices which will result in a total peak flow demand in excess of the peak flow capacity of the water service connection purchased.
- (2) High Peak Velocity and District Water Mainline Low Pressure. Maximum velocity in the water service connection pipeline (other than fire protection services) shall not exceed eight (8) feet per second. Where the velocities in the water service connection pipeline would exceed eight (8) feet per second based on the meter size table below and at locations of service connections with lower service zone pressures (as acknowledged in the Water Service Agreement), the District will allow for the size of the water service connection pipeline and/or meter as practicable to minimize pipeline velocities and friction losses without an additional Transmission and Storage Fee.

**(b) Other Metering Considerations**

- (1) The total estimated peak water supply demand on the service connection shall be calculated as the sum of (a) the peak flow based on the plumbing fixture count as determined by the method in Appendix A of the most current California Plumbing Code and (b) the peak flow of other devices such as irrigation systems and equipment.

The demand weight of plumbing fixtures not shown in the California Plumbing Code will be assigned by the District based on other recognized industry publications where applicable and based on engineering experience of the District in all other cases.

- (2) Service connections and meters are assigned to a parcel by assessor parcel number (APN) and shall provide water to that single parcel.
- (3) The location of the meter shall be determined by the District and consider the advanced metering infrastructure requirements for remote reading. Meters shall remain visible and accessible from the public right of way and shall not be placed behind fencing or vegetation/landscaping.
- (4) A dedicated irrigation meter is required for parcels with irrigated landscaped areas greater than or equal to 5,000 square feet.
- (5) Mixed-use developments on a parcel (residential with nonresidential) shall be required to meter each separate type of class of use based on the Rate and Fee Schedule.
- (6) Meter Size

<b>Meter Size (inches)</b>	<b>Peak Flow Capacity (gallons per minute)</b>	<b>Equivalent Water Connections</b>
5/8	20	1
3/4	30	1.5
1	50	2.5
1-1/2	100	5.0
2	160	8.0
3	350	17.5
4	600	30
6	1000	50

*This table was established with the Crystal Springs Project and is used to determine the minimum meter size and the associated Transmission and Storage Fee and number of connections assigned to the water service. The service line*

*will be sized according to best engineering practices and with a maximum velocity of 8 feet per second. Service lines and meters with peak flows over 50 gallons per minute require review and approval of the District Engineer.*

## **2.9 Service Connection Requirements for Dedicated Fire Service Connections**

**(a)** Fire services are sized based on criteria (flow measured in gallons per minute at a corresponding pressure measured in pounds per square inch) provided by the Applicant and approved by Coastsid Fire Protection District.

- (1) Dedicated fire services shall not be installed on water distribution pipes less than four (4) inches in size. Fire services two (2) inches or larger may require a connection to a distribution pipe greater than four (4) inches, as determined by the District.
- (2) Maximum velocity in the fire service connection based on the flow criteria (gallons per minute) approved by Coastsid Fire Protection District shall not exceed 10 feet per second.
- (3) Dedicated fire services shall be designed to accommodate the pressure losses from the backflow prevention assembly.
- (4) The minimum fire service size for a single-family residence shall be one (1) inch.
- (5) The minimum fire service size for a non-single-family residence shall be two (2) inches.

**(b)** A Transmission and Storage Fee is not required for dedicated fire service connections.

## **E. Appeals**

If the Applicant wishes to pursue an appeal of a District determination pertaining to these Regulations, the Applicant shall provide a detailed written basis for its appeal and address the appeal to the District's General Manager.

# **ATTACHMENT C**

## COASTSIDE COUNTY WATER DISTRICT

### **REGULATIONS REGARDING WATER SERVICE EXTENSIONS AND WATER UTILITY SYSTEM IMPROVEMENTS, INCLUDING NEW AND MODIFIED WATER SERVICE CONNECTIONS TO EXISTING WATER MAINLINES ENGINEERING AND CONSTRUCTION STANDARDS; APPROVED MATERIALS**

Recodified through Resolution No. 2003-112026-01

**MARCH 2003**

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**DRAFT – February 03, 2026**

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**A. Regulations Regarding Water Service Extensions  
and Water System Improvements**

**1. Service Areas**

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## **A. Definitions**

Agent: The term "agent" means an applicant's engineer, legal counsel, or other consultant authorized to make decisions on behalf of the Applicant.

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Applicant: Owner of property applying for water service

Approved Contractor's List: List of contractors approved by the District to construct Water Utility System Improvements, including water mainline extensions, water services, and fire services connecting to the District's water system.

"As-Built" or Record Drawing: A document that shows the final conditions of a completed Development, including all deviations, changes, and modifications made during construction that differ from the original design plans.

Assessor Parcel Number (APN): The San Mateo County Assessor's identification number for a specific property. The APN is used by the District to assign water connections to a property within the District's jurisdictional boundaries. Water connections are installed for a unique APN and cannot be shared.

Cross Connection Control Program and Plan (CCCPP): The plan and program prepared and implemented by the District in accordance with the requirements of the California Cross-Connection Control Policy Handbook to prevent backflow of water and/or other liquids, gases, or other substances into the public water system via a cross-connection, or interconnection between a potable water system and a non-potable source.

California Plumbing Code (CPC): This is part 5 of thirteen parts of compilation and publication of the California Code of Regulations, Title 24.

Development: The transformation of land or structures that involves water or fire service – from Coastsid County Water District - for residential, commercial, industrial, agricultural, or public purposes. It is generally managed through a cycle of planning, design, engineering, and regulatory approvals in cooperation with other local agencies

District: The Coastsid County Water District.

District Engineer: A qualified and licensed civil engineer retained by the District.

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as deemed appropriate by the District in its sole discretion, acting either directly or through the District, acting within the scope of the particular duties delegated to them.

District Manager: The General Manager or Manager of the District or their assigned representative.

Mainline: A water pipeline owned and maintained by the District that is an artery of the District's distribution system and delivers water to smaller service lines that connect to individual customer connections. Also referred to as mains.

Maintenance Bond: A surety bond that guarantees a contractor will fix any defects in materials, workmanship, or design that appear during a specific maintenance or warranty period after a construction Development is completed.

Offsite: Located outside of the Development.

Onsite: Located within the Development.

Payment Bond: A surety bond that guarantees a contractor will pay its subcontractors, laborers, and material suppliers for their work on a Development.

Performance Bond: A surety bond that guarantees a contractor will complete the Development according to the terms of the Water Service Agreement.

Planning Authority: The determining authority for a given Development.

Proposal for Construction: A cost proposal for a licensed, qualified contractor to construct the Utility System Improvements.

Service Line: Smaller pipelines that connect from a water mainline to serve individual customers.

Site Utility Plans: Development's civil drawings that delineate the location and detail of all existing and proposed utilities.

SOPQ: Statement of Pre-Qualifications; required to be prepared according to the District's current "Request for SOPQ for Approved Contractors List" and submitted to the District by contractors requesting to be added to the District's Approved Contractors List.

Standard Specifications and Standard Drawings: The latest version of the Coastsides Water District's Standard Specifications and Standard Drawings.

Tentative Development Map: A map or maps that show the design.

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improvements, and existing conditions of a proposed Development that meets the requirements of the Planning Authority.

Transmission and Storage Fee: The cost to establish water service is determined by the number of water connections required to provide water service to a Development. The number of water connections required is correlated with the size of the service. Water connections are assigned a designation of non-priority or priority, in conformance with the local planning authorities Local Coastal Program. Refer to the District's Rate and Fee Schedule for fees and charges.

Water Service Agreement: An agreement between the District and the Applicant that governs the terms and conditions for the District to provide water service.

Water Utility System Improvement: The modification of the District's water utility system (transmission, distribution, storage, and treatment) to provide water and fire service.

Water Utility System: The onsite and offsite water mainlines, service lines, fittings, valves and housing thereof, fire hydrants, manholes, storage facilities, pumping facilities, and all appurtenances thereto, as required for the District to provide water service for Developments. The Water Utility System does not include the water pipelines on the Applicant's side of the meter or the backflow prevention assemblies, all of which will be owned and maintained by the Applicant. Water Utility System is also referred to as "water system".

## **B. Water Utility System Improvements**

### **1. Applicant's Responsibility**

It is the District policy to require that extensions to its water system, both within and outside the District, improvements to its Water Utility System be done in accordance with the following procedures at the expense of those requesting an extension of service. If not already a part of the District, the area for which water service is requested shall be annexed to the District. (i.e., Applicant).

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2. **2-Initial Submittal - Tentative Development Maps, Drawings, and Data**

**2.1** The DeveloperApplicant shall submit to the District three copies of electronic Development maps, drawings, and other data sufficient in detail for the District to evaluate the projectDevelopment with regard to water service. -Maps and drawings shall be in PDF format and approximately 22" x 3634". Based upon this submittal, the District will determine whether the proposed developmentDevelopment can be served and in what manner this may best be accomplished. -This determination will be based upon an analysis of existing water supply, treatment plant storage, and transmission and distribution facilities capacity. -The analysis shall be at the Developer'sApplicant's expense, and shall either be performed by the District Engineer or by a qualified and licensed civil engineer retained by the District, as deemed appropriate by the District in its sole discretion. -The DeveloperApplicant will be furnished with the design criteria to be utilized and a preliminary cost estimate for required Water Utility System Improvements prepared by the in-tact pipelines. District Engineer. Any out-of-tractoffsite water supply development, treatment, storage, or transmission and distribution facilities that may be required will be designed, at the Developer'sApplicant's expense, either by the District Engineer or anotherby a licensed and qualified engineer selected by the Applicant and retainedapproved by the District. Proposed location and size of water lines need not be shown on the initial submittal.

**2.1** The initial submittal for subdivisions. In addition, the District shall contain the following minimum have received a planning or coastal development referral for the Development from the Planning Authority.

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information: tentative subdivision The initial submittal for Developments shall include the initial fee and contain the following minimum information relevant for the type of Development, such as:

- o Tentative Development map showing the property lines, streets, and other dedicated rights of way; and

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o Description of proposed Development that includes all relevant information relevant to water demand and Water Utility System Improvements; such as, number and location of single-family residences to be constructed; number of units and location of apartments; dwelling units for multi-family residences, number of students, number of employees, and location of schools; irrigation requirements, etc.; and

o Development maps ~~should~~must show topographic contours and elevation of ~~the~~ highest and lowest unit served and top floor elevation on multi-story buildings; and

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— The initial submittal for industrial or commercial areas and other developments not classified as subdivisions shall contain the following minimum information: site plan drawings; description of proposed development; desired irrigation requirements; resident population; number of employees; etc.

2.2. An initial filing fee, more particularly set forth hereafter in Paragraph 5.1 of

the Regulations, shall be required at the time of initial submission.

o 2.3 All available Site Utility Plans.

2.2 After the District ~~Engineer and the Manager have~~has reviewed the initial submittal, the District ~~Manager~~ will notify, in writing, the ~~City of Half Moon Bay or Planning Authority, if requested by~~ the ~~appropriate political agency~~Applicant, that the ~~subdivision~~Development is or is not within the service area of the District, and whether it can be ~~feasibly~~ served ~~by the District~~. Copies will be sent to the ~~Developer~~Applicant and the District Engineer. This notification that the ~~development~~Development can be served does not constitute a commitment to serve water to the ~~development~~. One copy of the drawings accompanying this submittal will be returned to the Developer with the in-tract water requirements together with a description of any out-of-tract water facilities that may have to be constructed ~~Development~~.

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**3. 3. Interim Submittal - Construction Plans, Specifications, and Other Documents**

**1. Final Submittal - Construction Plans, Specifications, and Other Documents**

**3.1 3.1** After the District has informed the DeveloperApplicant of required water service facilities, the DeveloperApplicant may commence work on the detailed plans, specifications, and cost estimate for the in-tract facilities. The Developer all required onsite and offsite Water Utility System Improvements. The Applicant shall acquaint himself with District requirements. A copy of "Engineering and Construction Standards," (Section C, infra), "Approved Materials," (Section D, infra) and "District Standard Drawings" themselves with District requirements as specified in these Regulations, the current version of the District's Standard Specifications and Standard Drawings, and all applicable County of San Mateo and City of Half Moon Bay standards. A copy of the current version of the District's Standard Specifications and Standard Drawings for installation of piping appurtenances is available, free of charge, at the District website and for a fee at the District office. All facilities shall stress be designed for low-cost maintenance and operation. The District Engineer and Manager will be available to the Developer's EngineerApplicant or Agent for the purpose of answering questions and working out confirming design details. Location of fire hydrants must be approved by the Half Moon BayCoastsde Fire Protection District.

**3.2 3.2** This finalinterim submittal shall consist of threeelectronic copies of each of the following documents:

**(a) (a) FinalDraft** plans and specifications for onsite and offsite Water Utility System Improvements.

**(b) Executed Subdivision Agreement with blanks filled in and all required**

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(a) (c) All required easements and deeds.

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(b) (d) Draft plans for building permits with water demand for each developable lot, including fire sprinklers and irrigation systems.

(c) A draft utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastside County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.

(d) Tentative Subdivision Development Map, if modified from that included in Initial Submittal. (new Development only).

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(e) Construction cost estimate.

(f) Utility service box master plan.

The above documents will be reviewed by the District Manager and, The District Engineer. One copy will be returned provide documentation to the Developer Applicant indicating required modifications, if any, and whether any permits or waivers are needed from the California State Water Resources Control Board Division of Drinking Water (DDW) or other regulatory agencies. A minimum of 1430 calendar days shall be allowed for this review. All documents, which that require modifications, shall then be submitted for final review by the District as part of the final submittal.

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3.3 Adequate water connections must be assigned to the developable lot(s) before the District will present the Water Service Agreement to the District Board for approval. The District and District Engineer will confirm the required water capacity as part of the interim submittal. The District shall also determine the nature, size, and

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location of all service connections and associated facilities (i.e., service lines, meters, backflow prevention assemblies, pressure reducing valves, etc.) based on the current submittals to the District.

#### **4. Final Submittal - Construction Plans, Specifications, and Other Documents**

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4.1 After the District has reviewed the interim submittal, the Applicant may commence work on the final plans, specifications, and cost estimate for the required onsite and offsite Water Utility System Improvements. The District Engineer will be available to the Applicant's engineer for the purpose of answering questions and confirming design details. Location of fire hydrants must be approved by the Coastsid

e Fire Protection District.

4.2 This final submittal shall consist of electronic copies of each of the following documents:

(a) Final plans and specifications for onsite and offsite Water Utility System Improvements.

(b) Final plans for building permits with water demand for each developable lot, including fire sprinklers and irrigation systems.

(c) Final utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastsid County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.

(d) A completed Water Service Agreement with all required information populated and all required attachments.

(e) All required easements and deeds.

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(f) All required waivers and permits related to the Water Utility System Improvements. A separate and unique encroachment permit from the local public works authority is required for Water Utility System Improvements for work in the public right-

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of-way. The encroachment permit cannot be shared with other utilities or other work in the public rights-of-way.

(g) Tentative Development Map, if modified from that included in Initial Submittal (new Developments only).

The above documents will be reviewed by the District. The District will provide documentation to the Applicant indicating required modifications, if any. A minimum of 30 calendar days shall be allowed for this review. All documents that require modifications shall then be submitted for final review by the District.

When all final documents are acceptable to the District, the Developer shall pay the transmission and storage fee, plan checking and inspection fee, and any applicable special fees and deposits as provided for in Paragraph 5.2, 5.3 and 5.4 of these Regulations, infra.

4.3 3.4 Following receipt of all fees, the project plans and specifications Water Service Agreement, including the Development plans and specifications, will be presented to the District Board for approval. Board meetings are normally scheduled for the second Tuesday of each month. This approval by the Board and execution of the Water Service Agreement by the District and Applicant constitutes a commitment by the District to serve water to the development. A copy of the Subdivision Agreement will be made available to, provided that the City Applicant fully complies with all the requirements of Half Moon Bay the Water Service Agreement.

4.4 Following approval of the Water Service Agreement, the Applicant shall pay all fees and charges referenced to in the Water Service Agreement, which may include adequate Transmission and Storage Fees, plan check and inspection fees, and any applicable special fees and deposits as provided for by these Regulations.

A space Water Service Agreement will be provided on the cover sheet of the project drawings for the signature of signed between the Applicant and the District Manager with the following wording:

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APPROVED: COASTSIDE COUNTY WATER DISTRICT

*District Manager*

*Date*

4.5 The Developer shall furnish within 45 days after board approval, provided that the District with additional copies of plans, specifications, and other documents as requested by Applicant has satisfied all the District Manager. The District shall initially be furnished with five sets of prints bearing the Manager's signature of approval and five sets of specifications. All reproduction costs shall be at the Developer's expense requirements.

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#### 5. **4. Water Development Supply, Storage, Treatment, and Storage and Transmission and Distribution Facilities**

The District will provide water in the quantity and at the quality and pressure as is available. For ~~water improvements~~Water Utility System Improvements requiring ~~development~~the Development of additional water supply, or construction of treatment plant capacity ~~of storage, distribution~~ and transmission pipeline, and storage facilities, the total cost of these facilities shall be borne by the ~~Developer~~Applicant.

Design of all such facilities, including wells, treatment ~~pantsplants~~, dams, pumping stations, storage tanks, reservoirs, and transmission and distribution pipelines, ~~may~~must be accomplished by ~~the District Engineer or by~~ a qualified and licensed civil engineer ~~retained selected by the Applicant and approved~~ by the District. All costs, including environmental impact report preparation, engineering-design, construction inspection, construction, land acquisition, and legal and administrative costs incurred by the District shall be borne by the ~~Developer~~. Except as provided in Section E, *Infra*, no ~~refund agreements will be entered into by the District~~Applicant.

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## **6. *5. Processing Fees and Deposits***

**6.1** 5.1 The Applicant must pay the fees described below, and the amount of these fees are established in the current District Rate and Fee Schedule, which is available on the District's website.

Initial Filing Fee. -Prior to processing of the initial Submittal, the

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**6.2** DeveloperApplicant shall submit a filing fee with the District. -This filing fee is not a deposit, and it is not subject to return to the Developer if the projectDevelopment is abandoned. Filing fees shall be as follows:

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— (a) — For subdivisions of under 300 lots, the filing fee is \$5.00 per lot; for subdivisions of 300 lots or more, the fee is \$3.00 per lot. The fee will be based on the number of lots shown on the subdivision map regardless of the date of proposed construction. The minimum fee is \$250.00.

— (b) — For Land not subdivided or in the process of being subdivided, the filing fee is \$25.00 per gross acre. If this land is later subdivided, full credit for the gross acreage fees will be given towards any additional fee required based on the number of lots. No refunds will be given.

— (c) — For industrial or commercial areas, motels, trailer parks, multiple dwelling units, and other areas not covered in the above, the initial and minimum filing fee will be \$500.00. The Developer will be billed for any additional District costs incurred in reviewing the initial submittal in excess of this amount. District costs are defined as all costs incurred by the District including engineering, legal and administrative.

— (d) — The District reserves the right to reduce the minimum fees for projects involving only a single residential, multiple dwelling, commercial or industrial unit for which the review is of a non-complex nature.

— (e) — For complex projects involving any combination of residential lots, apartments, commercial areas, etc., the filing fee will be computed as the sum of the individual types of land uses as shown above.

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## **5.2 Storage and Transmission Fee**

**6.3** The DeveloperApplicant shall pay to the District a storageTransmission and transmission fee. Storage Fee. The amount of this fee, is based on meter size, is shown in and peak demand in gallons per minute through the water service (see D. 2.8 (b) (6)), as described in the current District Rate and Fee Schedule. This payment must be received before the District will agree to serve the proposed development, and before the construction plans (Final Submittal) will be presented to the Board for approval.

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## **5.3 Fee for Plan Checking and Construction Inspection**

After approval of the amount of the construction cost estimate, the Developer shall file with the District a fee as required in the Subdivision Agreement. This fee is to cover the cost of plan checking, construction inspection, modifications of the water system maps, administrative, legal and auditing costs. The fee shall be a percentage of the approved construction cost estimate for the water system facilities: 5% for the first \$200,000 of construction costs, 3% for the incremental amounts over \$200,000. An additional 1% fee will be charged for plan checking for each resubmitted incorporating major project modifications. The minimum fee shall be \$250.00.

## **5.4 Special Deposits**

When the estimated cost of analysis, design, inspection, Administration, and construction of required water-supply, treatment, storage and transmission facilities for a development exceeds the amount to be collected by the District pursuant to Sections 5.1 and 5.3, the Developer will be required to file a special deposit to cover the cost of this work. Prior to the District directing the District Engineer or, as the case may be, the engineering consultant retained by the District, to proceed with the analysis of facilities required by Section A.2.1, or design of facilities described in Section A.4, the Developer shall deposit sufficient funds with the District to cover the full cost of this analysis and design work. After the construction is completed and approved by the District, the Developer will receive a final refund or statement of the balance due amounting to the difference between the deposit and actual costs incurred by the District.

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## **5.5 Environmental Impact Report Fee**

**6.4** The Developer shall pay to the District an environmental impact Report fee, covering all legal, engineering, administrative and other costs incurred by the District in the preparation of environmental review and environmental document preparation shall be borne by the Applicant. The Applicant shall reimburse the District for all costs related to this environmental review, covering all legal, engineering, administrative, and other costs incurred by the District in the review of an environmental impact or similar report required by the proposed water service extension or water system improvement pursuant to applicable State ~~of Federal~~ law, and the submission of such reports with the appropriate governmental agencies ~~or Federal~~ law.

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## **6. Bond and Insurance**

**6.5 6.1** At least 10 (ten) days prior to the commencement of construction, the ~~Developer~~Applicant shall ~~post a faithful performance bond~~ furnish to the District the following bonds:

**(a)** A Payment Bond in the amount of 100 (one hundred) percent of the estimated cost of the work. As part of the faithful performance bond, or by a separate maintenance bond Proposal for Construction amount, to guarantee payment of obligations referred to in Section 9550 et seq. of the Civil Code;

**(b)** A Performance Bond in the amount of 10-100 (one hundred) percent of the ~~cost~~ Proposal for Construction amount, to guarantee faithful performance of the work (with a \$2,000 minimum), the Developer shall guarantee the maintenance terms of the ~~work~~ Water Service Agreement; and

**(c)** A Maintenance Bond in the amount of 10 (ten) percent of the Proposal for Construction or the minimum bond purchase amount, whichever is greater, to guarantee against defective materials and faulty workmanship for a period of two (2) years following the time of completion of the work. Its final performance bond and/or from and after the maintenance bond shall name the District and the City of Half Moon Bay or

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other appropriate political agency as beneficiaries. The above bonds are the same as those described in the Subdivision Agreement acceptance of the work by the District.

**6.2** The Developer**bonds** shall hold harmless be in a form satisfactory to the District, its Manager, The surety and Engineer, and each of their officers, employees and agents in the manner set forth in the Subdivision Agreement. **sureties must be qualified to do business in California.**

**6.3** The Developer shall secure insurance in the amounts, of the types and containing the endorsements and requirements set forth in the Subdivision Agreement.

## **7. Construction**

**7.1** **7.1** Applicant shall commence installation of the Water Utility System Improvements no later than as specified in the Water Service Agreement (up to three months after the date of the Water Service Agreement), subject to extension for force majeure events not the fault of the Applicant. The Applicant shall complete its installation of the Water Utility System Improvements within 12 months after the date of the Water Service Agreement. If installation has not commenced or has not been completed by such dates, the District may terminate the Water Service Agreement, unless the delay is solely attributable to force majeure events, such as fire, flood, or earthquake, which are beyond the control of, and not the fault of, the Applicant.

**7.2** A minimum of **tent****twenty (20)** days prior to the start of construction, the following requirements shall be met:

**(a)** **(a)** The Developer**Applicant** shall file a tentative construction schedule with the District **Manager**.

**(b)** **(b)** The Developer**Applicant** shall postprovide the District with the bonds as described in Paragraph 6.1 and the Subdivision Water Service Agreement.

**(c)** **(c)** The Developer**Applicant** shall file with the District the insurance

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certificates as described in Paragraph 6.2 and the Subdivision Water Service Agreement.

(d) (d) The DeveloperApplicant shall file with the District the Proposal for Construction by a licensed qualified contractor for all Water Utility System Improvements.

(e) The Applicant shall submit the name and license number of the general contractor for the projectDevelopment, names and license numbers of subcontractors, if any, who will construct water improvementsWater Utility System Improvements. All contractors constructing Water Utility System Improvements including water mainline extensions, water improvements must hold a valid Class A services, or C-34~~fire~~ services connecting to the District's water system shall only be on the District's Approved Contractors List. Names of approved contractors license in the State of California are available from the District. To be added to the District's Approved Contractors List, a contractor must submit a fully complete Statement of Pre-Qualifications (SOPQ) based on the requirements of the District's current "Request for SOPQ for Approved Contractors List" and be pre-qualified by the District. A copy of the current "Request for SOPQ for Approved Contractors" List is available by request from the District. The District will notify Contractors within 21 (twenty-one) calendar days after receipt date of the SOPQ if the Contractor meets the District's pre-qualification standards.

(f) 7.2 The Applicant shall invite the District to a pre-construction meeting that shall take place at least 10 (ten) days prior to commencing construction.

(g) The Applicant shall submit all shop drawings and other construction submittals required by the District's Standard Specifications and Standard Drawings to the District. All shop drawings and construction submittals for Water Utility System Improvements shall be approved by the District Engineer prior to commencing

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construction.

**7.3** Prior to water line construction, all road and easement areas where water lines are to be installed ~~must~~shall be staked and rough graded. All meter and valve box locations and finished grades shall be staked prior to water line construction to confirm that the boxes are set in accordance with the District's Standard Specifications and Standard Drawings relative to the finished grade for paved or non-paved areas.

**7.4** ~~7.3~~ The District shall observe and inspect facilities solely to protect the interest of the District and to determine if completed work is acceptable to the District and can be incorporated into the District system. No responsibility is assumed for the ~~contractor's~~Contractor's operations or ~~his~~their safety practices. The ~~Developer and his representatives are~~Applicant is responsible for ~~the~~ correct location of facilities and for measurements and payments.

**7.5** ~~7.4~~ It will be the responsibility of the ~~subdivider~~Applicant or ~~his~~their representative to notify the District ~~Manager~~ at least ~~two (2)~~ten (10) working days in advance of the proposed starting date, and to ascertain that the District Inspector is at the site of the work when Water Utility System construction begins. The Applicant shall not commence construction of Water Utility System Improvements unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. If construction is not continuous, the District ~~Manager~~ shall be notified at least 48 ~~(forty-eight)~~ hours in advance as to when construction will resume. Any work performed without knowledge or consent of the District Inspector is subject to rejection by the District.

**7.6** ~~8. It will be the responsibility of the Applicant to file and obtain the necessary permits for the work. The Applicant is required to obtain permits specifically for the Water Utility System Improvement portion of the Development, independent from other aspects of the Development. The Applicant shall be responsible for completing all Water Utility System improvements within the valid permit periods.~~

## **8. Changes During Construction**

**8.1** Changes to the ~~project~~Water Utility System Improvements that are necessary to the work during construction shall be submitted to the District for review and approval prior to the incorporation in the work.

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**8.2** Changes to the site development plans that increase water fixtures or peak water demand shall be submitted to the District for review and approval.

**8.2** The District ~~Manager~~ may, at ~~his~~ discretion, waive all or portions of the submittal requirements, depending upon the complexity of the change.

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## **9. Easements and Property Rights**

Prior to acceptance of the ~~plans and specifications~~final submittal, the ~~property owner~~Applicant will ~~dedicate~~grant to the District all necessary easements and property ~~rights deemed~~ required by the District for pump stations, pipelines, treatment plants, wells, storage tanks, meters, hydrants, valves, and other sites of water facilities for ~~this~~the proposed development. Pipeline easements shall be in accordance with Part 0 of these Regulations. Recording of maps with Public Utility Easements~~public utility easements~~ will not be sufficient. A separate deed for such easements shall be granted directly to the Coastsid County Water District or the Coastsid County Water District shall be named on the recorded tract map.

## **10. "As-Built" Drawings**

The ~~Developer~~Applicant shall ~~furnish the District with a copy of~~transmit the recorded ~~Subdivision~~Development Map ~~together with mylar reproducible drawings in~~electronic PDF and AutoCAD formats of the completed improvements showing "As Built" conditions. "As-Built" drawings shall be submitted even if the improvements were constructed without any deviations from the approved plans and specifications. Each drawing shall be signed by the ~~Developer's~~Applicant's Engineer, who shall be a Registered Civil Engineer in the State of California, certifying that the drawings correctly

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indicate "As-Built" conditions.

The certificate shall be in the following form:

"Date \_\_\_\_\_"

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This is to certify that this Drawing has been corrected to show the water system  
and related facilities as constructed.

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RCE No. \_\_\_\_\_"

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Name

The "As-Built" drawings shall show the location of all valves in accordance and bends with the District standard detail entitled "Gate Valve Location and Marking."  
Location dimensioning in feet from two fixed points or coordinates provided in California State Plane, Zone 3, NAD83. Locations of all water lines shall be dimensioned in feet from front face of nearest curb. Valve and pipeline marker posts shall be installed in unpaved areas where curb and gutter do not exist.

#### **1. 11. Final Acceptance**

10.1 11.1 When the District Manager is satisfied that all improvements are in accordance with the approved plans and specifications, in accordance with good construction practices and that all pressure tests, bacteriological tests and compaction tests have been satisfactorily completed, he shall so certify in writing be located in the field by the District.

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11.2 The District Manager will place consideration of approval of the agenda of the next regular meeting for action by the Directors, after which the District Manager will immediately notify the City of Half Moon Bay or the appropriate political agency of the approval or acceptance.

10.2 11.3 After acceptance After District approval of the As-Built drawings, the

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District will transfer all pertinent information on the As-Built Drawings to the District's official maps at the Applicant's expense. The Applicant will be responsible for the cost of updating the relevant maps with the information from the As-Built Drawings.

## **11. Final Acceptance**

**B. Regulations-Regarding-When the District is satisfied that all Water Utility System Improvements are in accordance with these regulations and the District's Standard Specifications and Standard Drawings, the Water Service Agreement, the approved plans and permits; the District shall certify in writing upon final acceptance by the District Board.**

## **C. Procedure for Non-Complex Pipeline ExtensionsNew and Modified Water Service Connections to Existing Water Mains**

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Certain applications for water service involving construction of pipeline extensions of a non-complex naturenew service connections to existing water mains to serve property located in previously subdivided locations may be processed under the provisions contained in this Part C as reasonably determined by the Manager. In such circumstances, the applicant for water service shall submit a formal application for service, together with a non-refundable processing fee in the amount of One Hundred and Fifty Dollars (\$150.00),District, whereupon the District shall determine the nature, size, and location of the facilities necessary to render service to his/the property.

Provisions contained in this Part C are intended for water service connections and facilities that do not require a water mainline extension and can rely on the District's Standard Specifications and Standard Drawings without the need for additional technical plans and specifications. Example facilities include domestic services, irrigation services, fire services, and hydrants that are installed on an existing water main. (The applicantDistrict receives additional requirements from the Coastsid Fire Protection District for fire services and fire hydrants). The most current edition of the

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California Plumbing Code shall be referenced for sizing and other miscellaneous requirements. The Applicant must comply with requirements of District Ordinances, including requirements related to water use efficiency and water conservation.

The Applicant shall agree in writing to pay for the entire cost of all such facilities required to provide water service to histheir property, which costs shall be in addition to the storage Transmission and transmission feeStorage Fee and other applicable charges and deposits imposed by the District by resolution. An estimate of the design and construction costs associated with the Water Utility System Improvements needed water improvements shall be prepared by the ManagerDistrict and submitted to the applicant for serviceApplicant, and prior to the commencement of said design and construction work, the applicantApplicant shall pay said estimated cost, in cash, to the District. upon receipt of invoice. The application maymust be approved by the General Manager or may be submitted to the Board of Directors for its approval and, if such approval is granted, the District thereupon shall undertake and complete the workDistrict.

Upon completion of the work, any remaining portion of the sum previously submitted by the applicantApplicant shall be returned; any shortage or additional funds required to fully reimburse the District for costs expended in completing the work shall be paid, in cash, by the applicant as a prerequisiteApplicant prior to the issuance of a meter. Except as provided in Section E, infra, no refund agreements shall be entered into by the District.(s).

## **D. C.—Engineering and Construction Standards**

### **1. 1. General**

1.1 4.1—All Developments within the District shall meet the requirements of the current version of the District's Standard Specifications and Standard Drawings. It is the intent of the Coastside County Water District to publish certain typical standards which willDistrict's Standard Specifications and Standard Drawings to give a degree of uniformity to design of in-tractonsite facilities, construction procedures, materials and

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equipment used within the District. ~~The standards presented herewith~~The District's Standard Specifications and Standard Drawings are to be used as a guide for those preparing plans and specifications for ~~projects~~Developments within the District. ~~THEY ARE NOT A COMPLETE SET OF SPECIFICATIONS.~~These Standard Specifications and Standard Drawings may not cover all Development elements. Where additional engineering design is necessary, the District's Standard Specifications and Standard Drawings shall be supplemented with additional technical specifications and details.

**1.2** ~~1.2~~ Good, sound engineering practice precludes the use of a rigid set of standard specifications for every conceivable condition that may be encountered throughout the District. ~~It~~For all Developments except those determined by the District to be processed under Part C, herein, it is required that the ~~Developer's~~Applicant's Engineer prepare a set of plans and specifications based upon the ~~District standards~~District's Standard Specifications and Standard Drawings. Plans shall be complete, showing all necessary dimensions and location of all fittings, fire hydrants, air releases, services and blowoffs. The drawings shall indicate the type of joint (~~push-on~~, mechanical or flanged) for each fitting; this will require providing a detail for each piping intersection. ~~A utility service master plan shall be submitted with the engineering drawings showing for each lot the service box locations of (1) Pacific Gas & Electric Co., (2) Pacific Telephone and Telegraph Co., (3) Coastsid County Water District, and (4) United States Postal Service.~~

**1.3** ~~1.3~~ The ~~District standards~~District's Standard Specifications and Standard Drawings shall not be adopted by reference unless a copy of the ~~standards~~District's Standard Specification(s) and Standard Drawing(s) is appended to the ~~project~~Development plans and specifications. Where this is done, the inapplicable portions ~~of the District's Standard Specifications and Standard Drawings~~ shall be deleted ~~from the standards~~.

**1.4** ~~1.4~~ The standards presented ~~The District's Standard Specifications and Standard Drawings~~ are subject to revisions and additions at any time without notice. Latest revision dates are shown on ~~each~~the title sheet ~~and~~of the District's Standard

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Specifications and Standard Drawings and each standard detail sheet; it shall be the duty of those using the standardsDistrict's Standard Specifications and Standard Drawings to see that the latest revision is used. Copies of the standardsA copy of the District's Standard Specifications and Standard Drawings may be seenreviewed at the District Office or the office ofon the District Engineer at the addresses indicated belowWebsite:

Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019  
Telephone: (650) 726-4405

James S. Teter  
Consulting Engineer  
15 Bayview Drive  
San Rafael, CA 94901  
Telephone: (415) 453-0754

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1.5 Reference is made to "Regulations Regarding Water Service Extensions and Water System Improvements," Section A, supra, which state the procedures to be followed pertaining to submission of plans and specifications as well as other matters pertaining to water improvements.

1.6 Website: <https://coastsidewater.org/engineering-department/>

1.5 In addition, the projectDevelopment specifications shall contain the following:

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(a) The ContractorApplicant shall designate in writing the name, address, telephone

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(a) number and emergency telephone number of the individual who will have responsible charge of the projectDevelopment and to whom District orders shall be

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directed.

**(b)** The Contractor's representativeApplicant shall give the District written notice not

**(b)** less than two(2)ten(10) working days in advance of the actual date on which the work will be started. Where work has been halted because of inclement weather or any other reason, it shall be the duty of the ContractorApplicant to notify the District at least forty-eight (48) hours before resumption of work. Any extra expense of the District due to failure to notify shall be charged against the DeveloperApplicant. The ContractorApplicant shall immediately notify the District if work is to be halted for any reason.

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**(c)** All salvaged material and Any materials or equipment deemed salvageable by the District shall remain the property of the

**(c)** District and shall be delivered to the District Yard in Half Moon Bay or the District Property in Pilarcitos Canyon, as directed by the District Representative.

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**(d)** Connections to or modifications to the existing system shall only be

**(d)** made by a contractorContractor previously approved by the District.

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Names of approved contractorsContractors are available from the District Manager.

## **2. Basic Design Criteria**

### **2.1 General**

The following basic design factors have been prepared as a guide for use in sizing water lines and storage facilities. Flows Shallshall be increased to meet the actual demands of the user where required.

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### **2.2 Abbreviations**

gpdpc — gallons per day per capita gpapd — gallons per acre per day

pgadapd — gallons per average daily attendance per day

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gpm — gallon per minute

2.3 Domestic Consumption

Average annual per capita consumption	130 gpdpc
Commercial use	1,000 gpapd
Light industrial use	2,000 gpapd
Schools	50 gpadapd
Parks	500 gpapd
Peak monthly rate	165% of average

day

Peak daily rate	230% of average
-----------------	-----------------

day

2.4 Fire Flows

Fire flows shall be in addition to average daily domestic demands. See storage and transmission requirements below:

Residential areas	1,000 gpm for	4 hours
Multiple dwelling areas	1,500 gpm for	4 hours
Schools and commercial areas	2,500 gpm for	4 hours
Industrial areas	3,000 gpm for	6 hours

Water requirements for fire sprinkler systems shall be given special consideration.

2.2 2.5 Storage

WaterDistrict water storage tanks shall be sized to meet domestic, industrial irrigation, and fire flows as estimated by the District Engineer simultaneously. Tank elevations and service zones will be determined by the District. Generally, initial construction of storage volume sufficient to meet the full development of the projected service area will be required. Where construction of an incremental portion of the future

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requirements (fully developed service area) is permitted, sufficient property shall be provided and the site grading completed to meet the future requirements. ~~All storage tanks shall be located to be concealed from view as much as possible, and shall be landscaped.~~ Cathodic protection may be required.

Minimum volume of storage for a service area shall be determined as the largersum of the following values:

(a) (a) 24Operational Storage Volume: 25 (twenty-five) percent of max day demand (MDD) or four-hour storage atof the peak daily rate of domestic consumption plushour demand (PHD), whichever is greater.

(b) Fire Storage Volume: The maximum required fire flow volume (flow times duration) within a service area as determined by the Coastside Fire Protection District.

(c) Emergency storage. Volume: Three-day storage of the average day demand (ADD).

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(b) ~~Volume required to meet 5-day peaks of domestic consumption plus fire storage. This 5-day value will be calculated as the deficit between the available flow of water into the service area on peak days and the peak daily consumption within the area.~~

## 2.3 2.6 Transmission Pipelines:

(a) Transmission pipelines are defined as pipelines 12that are 10 inches in diameter and larger. All transmission pipelines shall be initially sized to meet the future requirements of the fully developed service area (peak daily demands plus fire demands) with the lowest practical pressure loss.

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(b) 2.7 Maximum pressure losses shall not exceed 3 feet per 1,000 feet of mainline at peak hour demand conditions or 10 feet per 1,000 feet of mainline at

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maximum day demand plus fire flow conditions in design.

(c) Maximum velocities shall not exceed 6 feet per second during peak hour demand conditions or 10 feet per second at maximum day demand plus fire flow conditions in design.

## **2.4 Distribution Mainlines, Other Pipelines, and Appurtenances**

(a) (a) All materials and installation procedures for piping and appurtenances shall conform to the list of Approved Materials, infra, published latest edition of the District's Standard Specifications and Standard Drawings.

(b) The two following conditions shall be considered by the District, and shall be installed in accordance with the District Standard detail for the design of all water mains:

- (1) (b) At maximum day peak hour demand, the operating or "residual" pressure at all water service connections shall be at least 35 pounds per square inch.
- (2) At average maximum day demand plus fire flow, the operating or "residual" pressure in the area of the fire shall not be less than 20 pounds per square inch.

(c) Pipelines shall be sized by the District to serve the general water service vicinity; oversizing above the needs of a specific subdivision Development may be required. Generally, the following minimum pipeline sizes will be applicable for residential areas without multiple dwelling units:

- (1) (1) For pipelines with fire hydrants, minimum diameter shall be 68 inches;

- (2) (2) For pipelines without fire hydrants, minimum diameter shall be 46 inches with a maximum length of 650500 feet; longer with no future extensions;

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(3) For pipelines between 500 feet and 1,500 feet the minimum diameter shall be 6-inch diameter; 8 inches; Formatted: Heading 5, Indent: Left: 0"

(4) (3) For cur-de-sacs pipelines more than 1,500 feet in length criteria will be developed on a case-by-case basis with 4 services or less, minimum size the District; Formatted: Heading 4, Indent: Left: 0"

(d) For all pipelines, maximum velocities shall be 2 inches; and not exceed 6 feet per second during peak hour demand conditions or 10 feet per second at maximum day demand plus fire flow conditions in design. Formatted: Heading 4, Indent: Left: 0"

(4) For cur-de-sacs with 5 or more services, minimum size shall be 4 inches; Formatted: Heading 4

(e) (e) Pipelines shall be installed with a minimum of 3036-inches cover over the top of the pipe. Formatted: Heading 4

(f) (d) Pipelines shall be looped to form a grid network. Dead ends shall end water mainlines or distribution systems with single tie-in connections are to be avoided wherever possible. Where dead ends are unavoidable, as determined by the District, provision shall be made for blowing off the line mainline by means of a blow-off valve or hydrant. Formatted: Heading 4

(e) Pipelines shall be installed within the public right-of-way wherever possible, whenever possible, and shall extend the entire length of the property line facing the public right-of-way. The District requires a 20-foot-wide permanent easement for water lines mainlines within private property. Formatted: Heading 4

(g) (f) Water lines shall not be located closer horizontally than 10-feet from a sanitary sewer, except where bottom of water the center of the pipe will be at least 12 inches above the top of the sewer pipe, in which case 6-foot minimum horizontal spacing will be permitted. Where water lines cross under sewer lines, the sewer pipe for a distance of at least 10 feet on each 10' (ten feet) on either side of the crossing shall be fully encased in concrete water mainline. Additional easements will be required for laterals, meters, hydrants, valves, and other appurtenances as determined by the Formatted: Heading 4

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(h) (g) Water mainlines and non-potable pipelines shall be placed to conform to the California Code of Regulations Title 22, Division 4, Chapter 6, Section 64572. If the Applicant and the District agree that the requirements of the California Code of Regulations cannot be met, the Applicant must prepare and submit a waiver request to the State Water Resources Control Board. The waiver request shall be submitted to and approved by the District prior to submission to the State Water Resources Control Board.

(i) Each service zone (pressure zone) will normally have normal pressures in pipelines from 35-~~115-150~~ pounds per square inch (psi). Where pressures are at or above ~~7580~~ psi in the distribution system, pressure reducing/regulating valves shall be installed on the individual services. Pressure reducing valves on District pipelines will not be permitted. private water supply line before the water enters the structure. In areas with lower service zone pressures, the District may require Applicants to acknowledge the pressure conditions in the Water Service Agreement, record a notice of low water pressure, and consider the lower pressures in the design of the Development's interior plumbing.

(j) (h) Each domestic water service shall have a primary control valve installed on the private water supply line before the water supply enters the structure.

(k) Each domestic water service shall have a hose bib connection in the front or the side of each structure where the water enters the structure so that the private water supply line can be flushed without water entering the structure.

(l) Valves shall be installed at maximum intervals of ~~800500~~ feet in main pipelines and on all branchbranched pipelines connected to the main linesmainlines. Valves will be located at street intersections; the number of valves will ordinarily be one less than the number of radiating lines, or where operationally necessary.

(m) (i) Fire hydrants. Locations of fire hydrants are subject to the approval of the Half Moon Bay Coastside Fire Protection District. Hydrants shall be located at a

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maximum 500-foot spacing. Steamer connections are required on hydrants in commercial, industrial and school areas, unless otherwise directed by the Coastsides Fire Protection District. Hydrants shall be installed on the mainline with the largest size available main with hydrant on supply side of intersection cut-off valves fire flow as determined by the District Engineer. Fire hydrants shall be located where flow can be provided from two directions; fire hydrants on dead-end lines shall be avoided whenever possible, unless otherwise approved by the District.

(n) (j) Air release valves shall be installed at high points in water distribution lines where air may accumulate. Services shall be located at high points where possible according to minimize the need for air release valves. Combination air District's Standard Specifications and vacuum relief valves shall be installed at high points in water transmission pipelines Standard Drawings.

(o) (k) Blow off connectors shall be provided at low points in the system installed according to the District's Standard Specifications and Standard Drawings.

(p) (l) Pumps will shall not be permitted to be direct directly connected to the District pipeline. Where a water user requires greater pressure than is available at the water meter, an air gap system shall be constructed by the user between the water meter and the booster pump, in accordance with the District's Standard Specifications and Standard Drawings and the District's current Cross Connection Control Program and Plan (CCCPP). District shall not be responsible for operating or maintaining pumps.

After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 24 (twenty-four) hours notice. Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the Applicant. District meters and service connections shall not be installed after a private pumping system.

(m) Backflow preventors prevention assemblies shall be installed on water service connections in accordance with the District's Standard Specifications and

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Standard Drawings, the Coastside County Water District CCCPP, and all State and Countylocal regulations. These installations shall include, but not be limited to, C1) services which have an operational well on the site, and C2) Nurseries and similar users which distribute fertilizer by means of the irrigation water supply.

## 2.5 2.8 Refilling Backfilling Trenches and Repaving

Trench-backfill materials, compaction requirements, repaving and guarantees shall comply with appropriate requirements of the Caltrans, City of Half Moon Bay and, County of San Mateo County, and the District's Standard Specifications and Standard Drawings.

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## 2.6 2.9 Testing

The water systemWater Utility System shall be tested in accordance with Section 13, "Hydrostatic Tests," of the American Water Works Association the District's Standard Specifications for Installation of Cast-Iron Water Mains, except that leakage shall not exceed one-quarter of the volume allowed by the AWWA and Standard G600 as tabulated below: Drawings.

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Pipe-Diameter, Inches	Total Leakage Permitted for 4 hr Test Period per 100 Lineal Feet of Pipe, in Gallons
4"	0.09
6"	0.14
8"	0.19
10"	0.24
12"	0.29
14"	0.33
16"	0.38

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Test pressure shall be 200 psi. The system shall remain under test pressure not less than 4 hours. Water for testing shall be potable water purchased from the District at established District rates. All gages, meters and taps shall be furnished by the Contractor and shall be calibrated by a certified test laboratory within one week of their use.

## **2.7 2.10 Disinfection**

The water system shall be disinfected by introducing sufficient chlorine solution to provide 50 ppm of available chlorine throughout the system. The chlorine shall be introduced at a point within 18 inches of the point of water service after the system has been thoroughly flushed. The chlorine solution shall be retained in the pipeline for not less than 24 hours. The system shall be considered disinfected upon satisfactory completion of bacterial examinations conducted by the District.

Water for disinfection and flushing shall be potable water purchased from the District at established District rates. Cost of bacteriological tests will be paid by the Contractor.

**2.11** The water system shall be disinfected in accordance with the District's Standard Specifications and Standard Drawings.

## **2.8 Service Connection Requirements (Other Than Fire Protection Service)**

### **(a) Definitions**

**(1) Service Connection.** An assembly consisting of the District-owned pipeline from the water main to the outlet side of the water meter, the meter box, fittings, and water meter.

**(2) Individual Service Connection.** A service connection which includes the installation of only one water meter. The service connection size is the pipeline diameter between the District water main and the water meter, and

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this pipeline shall be the same diameter as the meter size.

(3) **Master Service Connection**. A service connection which includes the installation of more than one water meter. The service connection size is the pipeline diameter between the District water main and the water meters, and this pipeline shall be the same diameter that would be required if the premise was to be provided water service through an individual service connection.

(4) **U.P.C.** Uniform Plumbing Code, 1988 Edition or subsequent editions.

(5) **Adequate Flow**. The total estimated peak water supply demand of the premise on the water service connection.

(6) **Minimum Water Pressure**. At the plumbing fixture located at the highest elevation and the farthest distance away from the water service connection, a minimum water pressure of 25 psi for residential buildings and 15 psi for non-residential buildings during peak water supply demand periods.

(7) **Building**. A structure with a contiguous roof under which the structural walls and foundations are not separated by more than one access way.

(b) **Location**. Service connections shall be installed in such a manner that the water meters are conveniently accessible to District personnel and that the length of the service connection piping is minimized. Location of service connection facilities shall be subject to the approval of the District.

(c) **Individual/Master Service Connections**

(1) **Individual Service Connections**. All service connections shall be individual type except where master service connections are specifically permitted, under Section 3-Cb). Both domestic and irrigation water may be supplied through an individual service connection.

(2) **Master Service Connections**. Master service connections may be installed only under the following conditions:

i) For multiple residential units or commercial units within one building, all of which is owned by a single legal entity (examples could include duplexes and apartments). Irrigation water may be provided

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through the master service connection only if (a) the irrigation system peak-demand is included in the total estimated peak water demand calculations for the master service connection, or (b) if the irrigation system is automatically operated during non-peak water demand periods.

ii) For multiple residential units or commercial units within one building which is or may be owned by more than one legal entity only if (a) irrigation water is provided by a separate service connection or non-District water supply source, or (b) the building occupies the entire area of the land parcel and any adjoining land under common ownership is provided with irrigation water by a separate water service connection or non-District water supply source (examples could include condominiums and townhouses).

iii) For second dwelling units, as permitted by Section G of the District's "General Regulations Regarding Water Service".

No more than one building may be served by a master service connection. The District may require more than one master service connection for a building if necessary for conformance with good waterworks engineering practice.

**(a) (d) Sizing of Water Service Connections**

(1) Each service connection shall be sized by the District to provide adequate water

(1) supply service based on peak flow and fixture unit counts (in conformance with the requirements for "adequate flow", "maximum velocity" and "minimum water pressure") for the premise, and the sizing of the service connection shall be in conformance with the procedure described below. Water meters will not be installed and water service will not be provided at a new location until the owner/applicantApplicant has demonstrated to the District that the total peak flow demand installed is within the capacity of the service connection previously purchased for that location. After a meter has been installed and water service initially provided, the

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~~owner/applicant~~Applicant shall not install additional water-using devices which will result in a total peak flow demand in excess of the peak flow capacity of the water service connection purchased.

~~(2)~~ ~~The size of water service connections shall be determined by the following procedure:~~

~~(2) i) Step 1: High Peak Velocity and District Water Mainline Low Pressure. Maximum velocity in the water service connection pipeline (other than fire protection services) shall not exceed eight (8) feet per second. Where the velocities in the water service connection pipeline would exceed eight (8) feet per second based on the meter size table below and at locations of service connections with lower service zone pressures (as acknowledged in the Water Service Agreement), the District will allow for the size of the water service connection pipeline and/or meter as practicable to minimize pipeline velocities and friction losses without an additional Transmission and Storage Fee.~~

**(b) Other Metering Considerations**

~~(1) The total estimated peak water supply demand on the service connection shall be calculated as the sum of (a) the peak flow ~~of~~based on the plumbing ~~fixtures~~fixture count as determined ~~from~~Table A-2 and Charts A-2 and A-3~~by the method~~ in Appendix A of the U.P.C.,most current California Plumbing Code and (b) the peak flow of other devices such as irrigation systems and equipment. The demand weight of plumbing fixtures not shown in the U.P.C.California Plumbing Code will be assigned by the District based on other recognized industry publications where applicable and based on engineering experience of the District in all other cases ~~(Note: for master service connections, the total estimated peak water supply demand on each water meter must be calculated separately as well as the total peak~~~~

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water-supply demand on the service connection.).

ii) **Step 2:** Select the smallest size of service connection (or combination of Service connections) and meters are assigned to a parcel by assessor parcel number (APN) and shall provide water to that single parcel.

(3) The location of the meter shall be determined by the District and consider the advanced metering infrastructure requirements for remote reading. Meters shall remain visible and accessible from the Table below which has public right of way and shall not be placed behind fencing or vegetation/landscaping.

(4) A dedicated irrigation meter is required for parcels with irrigated landscaped areas greater than or have sufficient capacity for the total estimated peak water-supply demand calculated in Step 1:equal to 5,000 square feet.

(5) Mixed-use developments on a parcel (residential with nonresidential) shall be required to meter each separate type of class of use based on the Rate and Fee Schedule.

(6) Meter Size

<b>SIZE</b> <b>Meter Size</b> <b>(inches)</b>	<b>Peak Flow Capacity in Service Connection</b> <b>Gallons Per Minute</b> <b>(gpm)</b> <b>(gallons per minute)</b>	<b>Equivalent Water Connections</b>
5/8" x 3/4"	20 gpm	1
3/4"	30	1.5
1"	50	2.5
1-1/2"	100	5.0
2"	160	8.0
3"	350	17.5
4"	600	30
6"	1000	50

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*This table was established with the Crystal Springs Project and is used to determine the minimum meter size and the associated Transmission and Storage Fee and number of connections assigned to the water service. The service line will be sized according to best engineering practices and with a maximum velocity of 8 feet per second. Service lines and meters with peak flows over 50 gallons per minute require review and approval of the District Engineer.*

## 2.9 The Service Connection Requirements for Dedicated Fire Service

### Connections

(a) Fire services are sized based on criteria (flow measured in gallons per minute at a corresponding pressure measured in pounds per square inch) provided by the Applicant and approved by Coastside Fire Protection District.

- (1) Dedicated fire services shall not be installed on water distribution pipes less than four (4) inches in size. Fire services two (2) inches or larger may require a connection to a distribution pipe greater than four (4) inches, as determined by the District.
- (2) Maximum velocity in the fire service connection size calculated by this procedure is the based on the flow criteria (gallons per minute) approved by Coastside Fire Protection District shall not exceed 10 feet per second.
- (3) Dedicated fire services shall be designed to accommodate the pressure losses from the backflow prevention assembly.
- (4) The minimum fire service size that the applicant may use for a single-family residence shall be one (1) inch.

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### (e) Metering

(1) All separate residential or commercial units (other than residential units in multiple unit buildings in excess of three stories in height) shall be furnished water through separate individual water meters.

- (5) For individual The minimum fire service size for a non-single-family residence shall be two (2) inches.

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(2)(b) A Transmission and Storage Fee is not required for dedicated fire service

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connections, the water meter shall be.

## **E. Appeals**

If the same size as Applicant wishes to pursue an appeal of a District determination pertaining to these Regulations, the service connection.

(3) For master service connections, each water meterApplicant shall be

sizedprovide a detailed written basis for the portion of the total demand for which it provides service. Select the smallest size water-meter from the Table below which has sufficient capacity for the estimated peak water-supply demand to be served:

<u>Water its appeal</u>	<u>Meter Size</u>	<u>Peak Flow</u>
<u>Minute</u>		<u>Capacity in</u>
		<u>Gallons per</u>
5/8" x 3/4"		20 gpm
3/4		30
1"		50
2"		160
3"		350

### **(f) Water Pressure**

Step 1: Determine the preliminary size of the building-supply piping using U.P.C. Table 10-2, and the service-connection piping determined from Section 4. (Note: Consult District for pressure in address the appeal to the District's water main at the service-connection location.)

Step 2: Calculate the water pressure under estimated peak water-supply-demand conditions at the plumbing fixture located at the highest elevation and the farthest distance away from the water-service connection. The calculations shall be performed using Chart A-1 of Appendix A of the U.P.C. for

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friction losses through water meters, Table A-3 of Appendix A of the U.P.C. for friction losses through valves and fittings, and Chart A-4 of Appendix A of the U.P.C. for piping friction losses. The calculations shall be performed by a qualified professional engineer licensed in the State of California. If this calculated pressure meets the District's "minimum water pressure" requirements (see Section 2.11.1(f)), the preliminary size piping used for the calculations is acceptable. If this calculated pressure does not meet these minimum requirements, it is probable that resulting water service will not meet customer acceptance standards. It shall be the responsibility of the owner/applicant to improve water pressure by:

- (1) increasing the size of building piping; or
- (2) installing a larger service connection; or
- (3) installing a pumping system conforming to District requirements.

If the owner/applicant elects not to improve the pressure by any of these means, but the pressure meets minimum U.P.C. requirements, the District will approve the application only if the owner/applicant consents to recordation of a notice to future owners and applicants of the low water pressure situation and the owner/applicant's sole responsibility therefor and agrees to indemnify the District against any and all costs resulting from the low pressure.

**District Water Main Low Pressure.** At locations of service connections where the normal pressure in the District's water main is below 35 psi, the District will increase the size of the water service connection pipeline as practicable to minimize pipeline friction losses at no cost to the applicant.

**(g) Pumping Systems.** At service connections for which a gravity flow installation does not provide at least minimum water pressure for the premise, the owner/applicant may at his own risk and expense install and maintain a pumping system (hydro-pneumatic system) as required to maintain adequate water pressure to the premise at all times. These pumping facilities shall be installed on the downstream

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side of the water meter for individual service connections and on the upstream side of the water meters for master-service connections, and shall conform to the following installation requirements:

- (1) The District's water main and the pump shall be physically separated by an airgap as defined in the U.P.C. The airgap separation shall be at least double the diameter of the supply pipe, measured vertically from the flood rim of the receiving vessel to the supply pipe;
- (2) The installation shall include standby pumping equipment with a capacity equal to the system total estimated peak water supply demand; and
- (3) The installation shall include a standby engine-generator system for operation during PG&E power outages. The pumping system shall be designed by a qualified professional engineer licensed in the State of California, and shall be submitted to the District for review for conformance with District requirements. After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 72 hours notice.

Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the owner/applicant.

(h) **Cross-Connection Control.** Service connections shall be installed in conformance with the regulations of the State of California (California Code of Regulations, Title 17, Section 7583 through 7605) and the County of San Mateo. Water meters will not be installed and water service will not be provided at a new service connection until the owner/applicant has completed installation at his expense of any backflow prevention device required for conformance with all applicable cross-connection control regulations. These devices, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the owner/applicant.

## **D. Approved Materials**

### **1. General Manager.**

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The following list of approved materials for water system construction has been established for the purpose of standardizing all materials so as to minimize the supply of spare parts and repair materials to be stocked by the District. Substitution of types of materials will not be permitted, although similar and equal products of manufacturers not named will be given consideration for items not requiring stocking of spare parts by the District.

The materials described herein are suitable for use under normally encountered conditions. Use of special materials will be required for special circumstances.

References herein to standard specifications of various organizations shall pertain to the current revisions of those specifications.

## **2. Pipe**

### **2.1 Pipelines 4 Inches and Larger in Diameter**

**a) General.** These pipelines shall be ductile iron pipe. In areas where soil conditions are known to be quite corrosive to metallic pipe, the District may require installation of a polyethylene film sleeve around the pipe. If pipe of foreign manufacture is proposed for use, each length of pipe shall be given a witnessed pressure test of 500 psi after delivery to California to eliminate those pipes damaged in transit.

**(b) Pipe** shall be ductile iron designed in accordance with ANSI Specification A21.50 (AWWA C150) except that the minimum thickness class shall be as shown below, and manufactured in accordance with ANSI A21.51 (AWWA C151). Pipe shall be furnished with standard thickness cement mortar lining conforming to ANSI A21.4 (CWWA C104), and the manufacturer's standard bituminous coating approximately 1 mil thick. Pipe joints and corresponding pipe thickness class shall be in accordance with the following:

(1) Push-on type joints shall normally be used for all buried piping. Rubber gaskets for these joints shall conform to ANSI A21.11 (AWWA C111). Minimum thickness class for push-on joint pipe shall be Class 52.

(2) Mechanical joint pipe shall be used where required adjacent to

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valves or fittings (see specification under fittings below). Minimum thickness class for mechanical joint pipe shall be Class 52.

(3) Flanged joint pipe shall be used where required adjacent to valves or fittings, and shall conform to ANSI A21.15 (AWWA C115). See additional requirements under fittings below. Minimum thickness class for flanged joint pipe shall be Class 53.

(e) Fittings shall be gray iron or ductile iron conforming to ANSI A21.10 (AWWA C110) and ANSI A21.10a (AWWA C110a) with standard thickness cement mortar lining conforming to ANSI A21.4 (AWWA C104) and the manufacturer's standard bituminous coating approximately 1 mil thick. Fittings shall be in accordance with the following:

(1) Push-on fittings shall normally be used for all buried piping. Rubber gaskets shall conform to ANSI A21.11 (AWWA C111).

(2) Mechanical joint fittings shall be used where required adjacent to valves. Rubber gaskets shall conform to ANSI A21.11 (AWWA C111). Bolts and nuts shall be high-strength, heat-treated cast iron tee head bolts with hexagon nuts.

(3) Flanged fittings shall be used where required adjacent to valves. Flanges shall be threaded, screw-on type, 125 pound class, drilled in accordance with ANSI B16.1. Gaskets shall be 1/2 inch thick, of SBR or neoprene rubber. Bolts shall be standard black machine bolts with square heads and cold pressed hexagon nuts.

(d) Pipe taps without use of a service saddle will be permitted in accordance with ANSI A21.5i (AWWA C151) as shown below:

PIPE SIZE	MAXIMUM TAP SIZE
4"	3/4"
6"	1-1/4"
8"	1-1/2"
10"	2"
12"	2"
14"	2"

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16"	2"
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(e) **Polyethylene encasement** of pipe will be required in installation areas with severely corrosive soils. Polyethylene encasement shall be in accordance with ANSI A21.5.

#### 2.2 Pipelines Smaller Than 4 Inches in Diameter

These pipelines shall be either PVC (polyvinyl chloride) or galvanized steel pipe as determined by the District based on the corrosiveness of the soil in the area of installation.

(a) **PVC pipe**. Material for this pipe shall conform to ASTM Specifications D1784 and D2241. The pipe shall be pressure class 200 psi (2:1 safety factor) with a SDR 21. Fittings shall be PVC meeting the same specifications, or cast iron or ductile iron. Joints shall be push-on-type with integral pipe bell and rubber rings meeting the requirements of ASTM Specification D1869. Each length of pipe shall be marked with the manufacturer's name, diameter, material type and grade, pressure rating and SDR number, and the NSF (National Sanitation Foundation) marking of approval for potable water.

(b) **Galvanized steel pipe**. This pipe shall conform to ASTM Specification A-120, Schedule 40. Fittings shall be galvanized malleable iron conforming to ASTM Specification A197. Joints shall be threaded conforming to ANSI Standard B2.1. Unions shall conform to ASTM Standard A197, 150-pound class malleable iron. Galvanizing of pipe, fittings and unions shall conform to ASTM Specification A-153. Threads shall be coated with Teflon tape prior to joining.

### 3. Service Piping and Fitting

Service piping from water main to meter shall be Type K, soft copper tubing. Fittings shall be brass or bronze; all shall conform to AWWA Specifications for materials and dimensions. Fitting and connections shall be angle-grip seal compression type not

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requiring flanging such as the Hayslite type. The following Hays model numbers are listed as a standard of quality; similar and equal products by Ford will be acceptable.

Corporation stops	Hays No. 5200-CF and 4400-CF
Meter stops	Hays No. 25012-CF
Unions	Hays No. 5615-CF
Tees	Hays No. 5622-CF

#### **4. Service Saddles**

Service saddles shall have malleable iron or ductile iron bodies, neoprene gaskets, and corrosion-resistant straps and nuts. The Rockwell (Smith-Blair) type 311 and 313; Superior style 31 and 32; and similar and equal Mueller model are acceptable models. Service saddles will be required in accordance with the following table:

<u>Pipe-Size Tap</u>	<u>Size Requiring Saddle</u>
4"	1" and larger
6"	1-1/2"
8"	2"
10"	2-1/2"
12"	2-1/2"
14"	2-1/2"
16"	2-1/2"

Threads for the outlet shall normally be CC type except where IPS type is specifically required.

#### **5. Fire Hydrants**

Fire hydrants shall be wet barrel type with two 2-1/2" hose nozzle outlets, and

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with one 4-1/2" steamer nozzle in areas zoned industrial, commercial or school. Hydrant piping connection shall be push-on or mechanical joint type. Hydrants shall be Claw Vanguard type 645N or 665N as required. Extension pieces may be required in some areas.

## **6. Valves**

**6.1** Buried valves smaller than 4 inch size shall be brass body gate valves with flanged or screwed end connections and non-rising stem handwheel operators.

The Hammond model IB645 is listed herein as a standard of quality.

**6.2** Buried valves 4 inch size through 10 inch shall be iron body, bronze mounted, double disc AWWA gate valves with push-on or mechanical joint end connections (except where flanged connections are required) and 2 inch square non-rising stem operating nuts. These valves shall be Mueller model A-2380.

**6.3** Buried valves 12 inch size and larger shall be butterfly valves meeting the requirements of AWWA Specification C504-66, class 15-B, and shall be provided with 2 inch square non-rising stem operating nuts suitable for direct burial. End connections shall be mechanical joint type except where flanged type are specifically required. Butterfly valves shall be Pratt Groundhog model.

## **7. Valve Boxes**

Valve boxes shall be adjustable, slip-type, minimum 8 inch diameter, with cast iron or ductile iron traffic covers with the word "water" cast into the cover. The following types are established as a standard of quality:

<u>Box Material</u>	<u>Model</u>
Cast iron	Rich 920-B
Ductile iron	Ironsides
Concrete	Christy G-5

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## **8. Air Release Valves and Combination Air and Vacuum Relief Valves**

Air Release valves and combination air and vacuum relief valves shall be iron body-type, 1 inch minimum size, similar and equal to those manufactured by APCO, McCracken or Bailey. The air discharge opening shall be provided with two street ells (turned downward) screened with bronze or stainless steel insect screen.

## **9. Meter boxes**

Meter boxes shall be concrete with concrete lids, except in traffic areas where traffic-type lids will be required. The following products of Christy Concrete Products, Inc. are established as a standard of quality.

<b>Meter Size</b>	<b>Christy Box-No.</b>	<b>Christy Non-Traffic Lid-No.</b>	<b>Christy Traffic</b>
3/4"	B-9	D-15	C-15
1"	B-16	D-30	C-30
1-1/2"	B-30	E-45	GIG-45
2"	B-36	E-70	GIG-70

## **10. Meters**

Meters will be provided by the District.

## **11. Flexible Couplings**

Flexible couplings shall have cast iron bodies, neoprene gaskets and corrosion-resistant bolts and nuts. Products of Rockwell (Smith-Blair) and Superior are established as standards of quality in accordance with the following:

**11.1** Straight flexible couplings shall be Rockwell type 441 or Superior style 41 or 42.

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**11.2** Transition flexible couplings shall be Rockwell type 433 or Superior type 43.

### **12. Tapping Sleeves**

Tapping sleeves shall be heavy-welded steel, split-body type with Buna-Nor neoprene "O" ring gasket, test plug and corrosion-resistant bolts and nuts. Tapping sleeves shall be Superior style 822 or equivalent Rockwell (Smith-Blair) or Mueller model.

### **13. Backflow Preventers**

Backflow preventers shall be reduced-pressure type with double-gate valves, with certification by both the California State Health Department and San Mateo County Health Department. Approved backflow preventers are Hersey Beeco Model 14 or G-C and Cla-Val Co. Model RP-2.

### **14. Tracer Tape**

A tracer tape shall be installed in the trench directly above all non-metallic (PVC) pipe. This tracer tape shall consist of a continuous aluminum foil core bonded on both sides with layers of inert plastic films pigmented on both sides with non-corrosive material. The tracer tape shall be 3 inches wide, and be inscribed with the words "buried water lines below" at approximately 2 foot intervals. Tracer tape shall be similar and equal to Alarmtape as manufactured by Alarm Systems Division, Wheaton, Illinois.

## **E. Limited Purpose Facilities**

### **1. General**

The Board of Directors may determine, by resolution, any facility which the

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District constructs, causes to be constructed or accepts from a third party to supply water to a specific area to be a limited purpose facility and subject to the provisions of this section.

Any facility determined to be a limited purpose facility shall be deemed to be designed and intended to serve only the specific property described in such resolution and the District shall not be deemed to have assumed to serve any other areas with such a facility unless and until and to the extent that the Board of Directors expressly so declares by later resolution.

No person shall have the right to directly connect to, or make beneficial use of, a limited purpose facility except upon payment of a pro rata contribution toward its cost, either for retention by the District or for repayment to the party who financed the initial construction, as applicable.

## ***2. Pro Rata Contributions***

The District will determine the "area of benefit" of a limited purpose facility, which shall consist of those properties which require the installation of the limited purpose facility in order to obtain water service or which are directly and substantially benefited by it.

The District will also determine an equitable methodology for allocating the benefits of a limited purpose facility to undeveloped property within the area of benefit.

Premises already served at the date of installation of a limited purpose facility will be excluded in determining the pro rata contribution of undeveloped property within the area of benefit.

## ***3. Refunds***

An applicant who has financed a limited purpose facility will be refunded 90% of all pro rata charges collected by the District for permitting the connection of a standard water service to such facility within ten (10) years from the date of the resolution designating the facility to be a limited purpose facility.

The District will refund the amount specified within ninety (90) days of receipt,

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without interest. The total amount of all refunds made by the District to the applicant may not exceed the amount advanced by the applicant for construction of the limited purpose facility.

#### **4. Notice**

Where a limited purpose facility is installed pursuant to this Section E, and the initial applicant owns all, or a part of, the additional, prospective "service area" adjacent to or near the facility installed, the District may require the recordation, at the applicant's expense, of a special agreement designating the specific area served, and the additional area which is not served, so that future purchasers of the area not served will have notice of the pro-rata charge as to their property for water service. In addition, and in all cases, where the initial applicant owns none of such surrounding area, the District may give notice of the prospective charge by mail to the owners in the area and to the planning commission, or other agency having jurisdiction over the area, so that future subdivider or developers of the area will be made aware, prior to approval of subdivision maps and/or building permits, that the property is subject to an additional pro-rata charge for the cost of the limited purpose facility.

#### **5. Procedure**

A developer who is required to construct, or advance funds to the District for the construction of, a facility which he believes should be designated a limited purpose facility may submit an application to District for its designation as such, the determination of the area of benefit and the calculation of the pro-rata contribution for undeveloped properties within the area of benefit. The District will process such application upon the developer submitting a deposit against the estimated administrative cost of determining the area of benefit and benefit allocation methodology.

The application will be submitted to the Board of Directors for approval upon the

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developer's execution of a written contract with the District incorporating the terms of this resolution and such other terms as the District requires for the administration of the designation and refund process.

## **F. Separability**

If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such a decision shall not affect the validity of the remaining portions of the Resolution. The Board of Directors of the COASTSIDE COUNTY WATER DISTRICT hereby declares that it would have passed this Resolution by section, subsection, clause and phrase thereof, irrespective of the fact that any one or more other sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

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(h) (g) Water mainlines and non-potable pipelines shall be placed to conform to the California Code of Regulations Title 22, Division 4, Chapter 6, Section 64572. If the Applicant and the District agree that the requirements of the California Code of Regulations cannot be met, the Applicant must prepare and submit a waiver request to the State Water Resources Control Board. The waiver request shall be submitted to and approved by the District prior to submission to the State Water Resources Control Board.

(i) Each service zone (pressure zone) will normally have normal pressures in pipelines from 35-~~115-150~~ pounds per square inch (psi). Where pressures are at or above ~~7580~~ psi in the distribution system, pressure reducing/regulating valves shall be installed on the individual services. Pressure reducing valves on District pipelines will not be permitted. private water supply line before the water enters the structure. In areas with lower service zone pressures, the District may require Applicants to acknowledge the pressure conditions in the Water Service Agreement, record a notice of low water pressure, and consider the lower pressures in the design of the Development's interior plumbing.

(j) (h) Each domestic water service shall have a primary control valve installed on the private water supply line before the water supply enters the structure.

(k) Each domestic water service shall have a hose bib connection in the front or the side of each structure where the water enters the structure so that the private water supply line can be flushed without water entering the structure.

(l) Valves shall be installed at maximum intervals of ~~800500~~ feet in main pipelines and on all branchbranched pipelines connected to the main linesmainlines. Valves will be located at street intersections; the number of valves will ordinarily be one less than the number of radiating lines, or where operationally necessary.

(m) (i) Fire hydrants. Locations of fire hydrants are subject to the approval of the Half Moon Bay Coastside Fire Protection District. Hydrants shall be located at a

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maximum 500-foot spacing. Steamer connections are required on hydrants in commercial, industrial and school areas, unless otherwise directed by the Coastsides Fire Protection District. Hydrants shall be installed on the mainline with the largest size available main with hydrant on supply side of intersection cut-off valves fire flow as determined by the District Engineer. Fire hydrants shall be located where flow can be provided from two directions; fire hydrants on dead-end lines shall be avoided whenever possible, unless otherwise approved by the District.

(n) (j) Air release valves shall be installed at high points in water distribution lines where air may accumulate. Services shall be located at high points where possible according to minimize the need for air release valves. Combination air District's Standard Specifications and vacuum relief valves shall be installed at high points in water transmission pipelines Standard Drawings.

(o) (k) Blow off connectors shall be provided at low points in the system installed according to the District's Standard Specifications and Standard Drawings.

(p) (l) Pumps will shall not be permitted to be direct directly connected to the District pipeline. Where a water user requires greater pressure than is available at the water meter, an air gap system shall be constructed by the user between the water meter and the booster pump, in accordance with the District's Standard Specifications and Standard Drawings and the District's current Cross Connection Control Program and Plan (CCCPP). District shall not be responsible for operating or maintaining pumps.

After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 24 (twenty-four) hours notice. Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the Applicant. District meters and service connections shall not be installed after a private pumping system.

(m) Backflow preventors prevention assemblies shall be installed on water service connections in accordance with the District's Standard Specifications and

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Standard Drawings, the Coastside County Water District CCCPP, and all State and Countylocal regulations. These installations shall include, but not be limited to, C1) services which have an operational well on the site, and C2) Nurseries and similar users which distribute fertilizer by means of the irrigation water supply.

## 2.5 2.8 Refilling Backfilling Trenches and Repaving

Trench-backfill materials, compaction requirements, repaving and guarantees shall comply with appropriate requirements of the Caltrans, City of Half Moon Bay and, County of San Mateo County, and the District's Standard Specifications and Standard Drawings.

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## 2.6 2.9 Testing

The water systemWater Utility System shall be tested in accordance with Section 13, "Hydrostatic Tests," of the American Water Works Association the District's Standard Specifications for Installation of Cast-Iron Water Mains, except that leakage shall not exceed one-quarter of the volume allowed by the AWWA and Standard G600 as tabulated below: Drawings.

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Pipe-Diameter, Inches	Total Leakage Permitted for 4 hr Test Period per 100 Lineal Feet of Pipe, in Gallons
4"	0.09
6"	0.14
8"	0.19
10"	0.24
12"	0.29
14"	0.33
16"	0.38

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Test pressure shall be 200 psi. The system shall remain under test pressure not less than 4 hours. Water for testing shall be potable water purchased from the District at established District rates. All gages, meters and taps shall be furnished by the Contractor and shall be calibrated by a certified test laboratory within one week of their use.

## **2.7 2.10 Disinfection**

The water system shall be disinfected by introducing sufficient chlorine solution to provide 50 ppm of available chlorine throughout the system. The chlorine shall be introduced at a point within 18 inches of the point of water service after the system has been thoroughly flushed. The chlorine solution shall be retained in the pipeline for not less than 24 hours. The system shall be considered disinfected upon satisfactory completion of bacterial examinations conducted by the District.

Water for disinfection and flushing shall be potable water purchased from the District at established District rates. Cost of bacteriological tests will be paid by the Contractor.

**2.11** The water system shall be disinfected in accordance with the District's Standard Specifications and Standard Drawings.

## **2.8 Service Connection Requirements (Other Than Fire Protection Service)**

### **(a) Definitions**

**(1) Service Connection.** An assembly consisting of the District-owned pipeline from the water main to the outlet side of the water meter, the meter box, fittings, and water meter.

**(2) Individual Service Connection.** A service connection which includes the installation of only one water meter. The service connection size is the pipeline diameter between the District water main and the water meter, and

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this pipeline shall be the same diameter as the meter size.

(3) **Master Service Connection**. A service connection which includes the installation of more than one water meter. The service connection size is the pipeline diameter between the District water main and the water meters, and this pipeline shall be the same diameter that would be required if the premise was to be provided water service through an individual service connection.

(4) **U.P.C.** Uniform Plumbing Code, 1988 Edition or subsequent editions.

(5) **Adequate Flow**. The total estimated peak water supply demand of the premise on the water service connection.

(6) **Minimum Water Pressure**. At the plumbing fixture located at the highest elevation and the farthest distance away from the water service connection, a minimum water pressure of 25 psi for residential buildings and 15 psi for non-residential buildings during peak water supply demand periods.

(7) **Building**. A structure with a contiguous roof under which the structural walls and foundations are not separated by more than one access way.

(b) **Location**. Service connections shall be installed in such a manner that the water meters are conveniently accessible to District personnel and that the length of the service connection piping is minimized. Location of service connection facilities shall be subject to the approval of the District.

(c) **Individual/Master Service Connections**

(1) **Individual Service Connections**. All service connections shall be individual type except where master service connections are specifically permitted, under Section 3-Cb). Both domestic and irrigation water may be supplied through an individual service connection.

(2) **Master Service Connections**. Master service connections may be installed only under the following conditions:

i) For multiple residential units or commercial units within one building, all of which is owned by a single legal entity (examples could include duplexes and apartments). Irrigation water may be provided

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through the master service connection only if (a) the irrigation system peak-demand is included in the total estimated peak water demand calculations for the master service connection, or (b) if the irrigation system is automatically operated during non-peak water demand periods.

ii) For multiple residential units or commercial units within one building which is or may be owned by more than one legal entity only if (a) irrigation water is provided by a separate service connection or non-District water supply source, or (b) the building occupies the entire area of the land parcel and any adjoining land under common ownership is provided with irrigation water by a separate water service connection or non-District water supply source (examples could include condominiums and townhouses).

iii) For second dwelling units, as permitted by Section G of the District's "General Regulations Regarding Water Service".

No more than one building may be served by a master service connection. The District may require more than one master service connection for a building if necessary for conformance with good waterworks engineering practice.

**(a) (d) Sizing of Water Service Connections**

(1) Each service connection shall be sized by the District to provide adequate water

(1) supply service based on peak flow and fixture unit counts (in conformance with the requirements for "adequate flow", "maximum velocity" and "minimum water pressure") for the premise, and the sizing of the service connection shall be in conformance with the procedure described below. Water meters will not be installed and water service will not be provided at a new location until the owner/applicantApplicant has demonstrated to the District that the total peak flow demand installed is within the capacity of the service connection previously purchased for that location. After a meter has been installed and water service initially provided, the

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~~owner/applicant~~Applicant shall not install additional water-using devices which will result in a total peak flow demand in excess of the peak flow capacity of the water service connection purchased.

~~(2)~~ ~~The size of water service connections shall be determined by the following procedure:~~

~~(2) i) Step 1: High Peak Velocity and District Water Mainline Low Pressure. Maximum velocity in the water service connection pipeline (other than fire protection services) shall not exceed eight (8) feet per second. Where the velocities in the water service connection pipeline would exceed eight (8) feet per second based on the meter size table below and at locations of service connections with lower service zone pressures (as acknowledged in the Water Service Agreement), the District will allow for the size of the water service connection pipeline and/or meter as practicable to minimize pipeline velocities and friction losses without an additional Transmission and Storage Fee.~~

**(b) Other Metering Considerations**

~~(1) The total estimated peak water supply demand on the service connection shall be calculated as the sum of (a) the peak flow ~~of~~based on the plumbing ~~fixtures~~fixture count as determined ~~from~~Table A-2 and Charts A-2 and A-3~~by the method~~ in Appendix A of the U.P.C.,most current California Plumbing Code and (b) the peak flow of other devices such as irrigation systems and equipment. The demand weight of plumbing fixtures not shown in the U.P.C.California Plumbing Code will be assigned by the District based on other recognized industry publications where applicable and based on engineering experience of the District in all other cases ~~(Note: for master service connections, the total estimated peak water supply demand on each water meter must be calculated separately as well as the total peak~~~~

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water-supply demand on the service connection.).

ii) **Step 2:** Select the smallest size of service connection (or combination of Service connections) and meters are assigned to a parcel by assessor parcel number (APN) and shall provide water to that single parcel.

(3) The location of the meter shall be determined by the District and consider the advanced metering infrastructure requirements for remote reading. Meters shall remain visible and accessible from the Table below which has public right of way and shall not be placed behind fencing or vegetation/landscaping.

(4) A dedicated irrigation meter is required for parcels with irrigated landscaped areas greater than or have sufficient capacity for the total estimated peak water-supply demand calculated in Step 1:equal to 5,000 square feet.

(5) Mixed-use developments on a parcel (residential with nonresidential) shall be required to meter each separate type of class of use based on the Rate and Fee Schedule.

(6) Meter Size

<b>SIZE</b> <b>Meter Size</b> <b>(inches)</b>	<b>Peak Flow Capacity in Service Connection</b> <b>Gallons Per Minute</b> <b>(gpm</b> <b>(gallons per minute)</b>	<b>Equivalent Water Connections</b>
5/8" x 3/4"	20 gpm	1
3/4"	30	1.5
1"	50	2.5
1-1/2"	100	5.0
2"	160	8.0
3"	350	17.5
4"	600	30
6"	1000	50

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*This table was established with the Crystal Springs Project and is used to determine the minimum meter size and the associated Transmission and Storage Fee and number of connections assigned to the water service. The service line will be sized according to best engineering practices and with a maximum velocity of 8 feet per second. Service lines and meters with peak flows over 50 gallons per minute require review and approval of the District Engineer.*

## 2.9 The Service Connection Requirements for Dedicated Fire Service

### Connections

(a) Fire services are sized based on criteria (flow measured in gallons per minute at a corresponding pressure measured in pounds per square inch) provided by the Applicant and approved by Coastside Fire Protection District.

- (1) Dedicated fire services shall not be installed on water distribution pipes less than four (4) inches in size. Fire services two (2) inches or larger may require a connection to a distribution pipe greater than four (4) inches, as determined by the District.
- (2) Maximum velocity in the fire service connection size calculated by this procedure is the based on the flow criteria (gallons per minute) approved by Coastside Fire Protection District shall not exceed 10 feet per second.
- (3) Dedicated fire services shall be designed to accommodate the pressure losses from the backflow prevention assembly.
- (4) The minimum fire service size that the applicant may use for a single-family residence shall be one (1) inch.

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### (e) Metering

(1) All separate residential or commercial units (other than residential units in multiple unit buildings in excess of three stories in height) shall be furnished water through separate individual water meters.

- (5) For individual The minimum fire service size for a non-single-family residence shall be two (2) inches.

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(2)(b) A Transmission and Storage Fee is not required for dedicated fire service

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connections, the water meter shall be.

## **E. Appeals**

If the same size as Applicant wishes to pursue an appeal of a District determination pertaining to these Regulations, the service connection.

(3) For master service connections, each water meterApplicant shall be

sizedprovide a detailed written basis for the portion of the total demand for which it provides service. Select the smallest size water-meter from the Table below which has sufficient capacity for the estimated peak water-supply demand to be served:

<u>Water its appeal</u>	<u>Meter Size</u>	<u>Peak Flow</u>
<u>Minute</u>		<u>Capacity in</u>
		<u>Gallons per</u>
5/8" x 3/4"		20 gpm
3/4		30
1"		50
2"		160
3"		350

### **(f) Water Pressure**

Step 1: Determine the preliminary size of the building-supply piping using U.P.C. Table 10-2, and the service-connection piping determined from Section 4. (Note: Consult District for pressure in address the appeal to the District's water main at the service-connection location.)

Step 2: Calculate the water pressure under estimated peak water-supply-demand conditions at the plumbing fixture located at the highest elevation and the farthest distance away from the water-service connection. The calculations shall be performed using Chart A-1 of Appendix A of the U.P.C. for

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friction losses through water meters, Table A-3 of Appendix A of the U.P.C. for friction losses through valves and fittings, and Chart A-4 of Appendix A of the U.P.C. for piping friction losses. The calculations shall be performed by a qualified professional engineer licensed in the State of California. If this calculated pressure meets the District's "minimum water pressure" requirements (see Section 2.11.1(f)), the preliminary size piping used for the calculations is acceptable. If this calculated pressure does not meet these minimum requirements, it is probable that resulting water service will not meet customer acceptance standards. It shall be the responsibility of the owner/applicant to improve water pressure by:

- (1) increasing the size of building piping; or
- (2) installing a larger service connection; or
- (3) installing a pumping system conforming to District requirements.

If the owner/applicant elects not to improve the pressure by any of these means, but the pressure meets minimum U.P.C. requirements, the District will approve the application only if the owner/applicant consents to recordation of a notice to future owners and applicants of the low water pressure situation and the owner/applicant's sole responsibility therefor and agrees to indemnify the District against any and all costs resulting from the low pressure.

**District Water Main Low Pressure.** At locations of service connections where the normal pressure in the District's water main is below 35 psi, the District will increase the size of the water service connection pipeline as practicable to minimize pipeline friction losses at no cost to the applicant.

**(g) Pumping Systems.** At service connections for which a gravity flow installation does not provide at least minimum water pressure for the premise, the owner/applicant may at his own risk and expense install and maintain a pumping system (hydro-pneumatic system) as required to maintain adequate water pressure to the premise at all times. These pumping facilities shall be installed on the downstream

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side of the water meter for individual service connections and on the upstream side of the water meters for master-service connections, and shall conform to the following installation requirements:

- (1) The District's water main and the pump shall be physically separated by an airgap as defined in the U.P.C. The airgap separation shall be at least double the diameter of the supply pipe, measured vertically from the flood rim of the receiving vessel to the supply pipe;
- (2) The installation shall include standby pumping equipment with a capacity equal to the system total estimated peak water supply demand; and
- (3) The installation shall include a standby engine-generator system for operation during PG&E power outages. The pumping system shall be designed by a qualified professional engineer licensed in the State of California, and shall be submitted to the District for review for conformance with District requirements. After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 72 hours notice.

Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the owner/applicant.

(h) **Cross-Connection Control.** Service connections shall be installed in conformance with the regulations of the State of California (California Code of Regulations, Title 17, Section 7583 through 7605) and the County of San Mateo. Water meters will not be installed and water service will not be provided at a new service connection until the owner/applicant has completed installation at his expense of any backflow prevention device required for conformance with all applicable cross-connection control regulations. These devices, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the owner/applicant.

## **D. Approved Materials**

### **1. General Manager.**

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The following list of approved materials for water system construction has been established for the purpose of standardizing all materials so as to minimize the supply of spare parts and repair materials to be stocked by the District. Substitution of types of materials will not be permitted, although similar and equal products of manufacturers not named will be given consideration for items not requiring stocking of spare parts by the District.

The materials described herein are suitable for use under normally encountered conditions. Use of special materials will be required for special circumstances.

References herein to standard specifications of various organizations shall pertain to the current revisions of those specifications.

## **2. Pipe**

### **2.1 Pipelines 4 Inches and Larger in Diameter**

**a) General.** These pipelines shall be ductile iron pipe. In areas where soil conditions are known to be quite corrosive to metallic pipe, the District may require installation of a polyethylene film sleeve around the pipe. If pipe of foreign manufacture is proposed for use, each length of pipe shall be given a witnessed pressure test of 500 psi after delivery to California to eliminate those pipes damaged in transit.

**(b) Pipe** shall be ductile iron designed in accordance with ANSI Specification A21.50 (AWWA C150) except that the minimum thickness class shall be as shown below, and manufactured in accordance with ANSI A21.51 (AWWA C151). Pipe shall be furnished with standard thickness cement mortar lining conforming to ANSI A21.4 (CWWA C104), and the manufacturer's standard bituminous coating approximately 1 mil thick. Pipe joints and corresponding pipe thickness class shall be in accordance with the following:

(1) Push-on type joints shall normally be used for all buried piping. Rubber gaskets for these joints shall conform to ANSI A21.11 (AWWA C111). Minimum thickness class for push-on joint pipe shall be Class 52.

(2) Mechanical joint pipe shall be used where required adjacent to

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valves or fittings (see specification under fittings below). Minimum thickness class for mechanical joint pipe shall be Class 52.

(3) Flanged joint pipe shall be used where required adjacent to valves or fittings, and shall conform to ANSI A21.15 (AWWA C115). See additional requirements under fittings below. Minimum thickness class for flanged joint pipe shall be Class 53.

(e) Fittings shall be gray iron or ductile iron conforming to ANSI A21.10 (AWWA C110) and ANSI A21.10a (AWWA C110a) with standard thickness cement mortar lining conforming to ANSI A21.4 (AWWA C104) and the manufacturer's standard bituminous coating approximately 1 mil thick. Fittings shall be in accordance with the following:

(1) Push-on fittings shall normally be used for all buried piping. Rubber gaskets shall conform to ANSI A21.11 (AWWA C111).

(2) Mechanical joint fittings shall be used where required adjacent to valves. Rubber gaskets shall conform to ANSI A21.11 (AWWA C111). Bolts and nuts shall be high-strength, heat-treated cast iron tee head bolts with hexagon nuts.

(3) Flanged fittings shall be used where required adjacent to valves. Flanges shall be threaded, screw-on type, 125 pound class, drilled in accordance with ANSI B16.1. Gaskets shall be 1/2 inch thick, of SBR or neoprene rubber. Bolts shall be standard black machine bolts with square heads and cold pressed hexagon nuts.

(d) Pipe taps without use of a service saddle will be permitted in accordance with ANSI A21.5i (AWWA C151) as shown below:

PIPE SIZE	MAXIMUM TAP SIZE
4"	3/4"
6"	1-1/4"
8"	1-1/2"
10"	2"
12"	2"
14"	2"

PAGE

16"	2"
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(e) Polyethylene encasement of pipe will be required in installation areas with severely corrosive soils. Polyethylene encasement shall be in accordance with ANSI A21.5.

#### 2.2 Pipelines Smaller Than 4 Inches in Diameter

These pipelines shall be either PVC (polyvinyl chloride) or galvanized steel pipe as determined by the District based on the corrosiveness of the soil in the area of installation.

(a) PVC pipe. Material for this pipe shall conform to ASTM Specifications D1784 and D2241. The pipe shall be pressure class 200 psi (2:1 safety factor) with a SDR 21. Fittings shall be PVC meeting the same specifications, or cast iron or ductile iron. Joints shall be push-on type with integral pipe bell and rubber rings meeting the requirements of ASTM Specification D1869. Each length of pipe shall be marked with the manufacturer's name, diameter, material type and grade, pressure rating and SDR number, and the NSF (National Sanitation Foundation) marking of approval for potable water.

(b) Galvanized steel pipe. This pipe shall conform to ASTM Specification A-120, Schedule 40. Fittings shall be galvanized malleable iron conforming to ASTM Specification A197. Joints shall be threaded conforming to ANSI Standard B2.1. Unions shall conform to ASTM Standard A197, 150-pound class malleable iron. Galvanizing of pipe, fittings and unions shall conform to ASTM Specification A-153. Threads shall be coated with Teflon tape prior to joining.

### 3. Service Piping and Fitting

Service piping from water main to meter shall be Type K, soft copper tubing. Fittings shall be brass or bronze; all shall conform to AWWA Specifications for materials and dimensions. Fitting and connections shall be angle-grip seal compression type not

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requiring flanging such as the Hayslite type. The following Hays model numbers are listed as a standard of quality; similar and equal products by Ford will be acceptable.

Corporation stops	Hays No. 5200-CF and 4400-CF
Meter stops	Hays No. 25012-CF
Unions	Hays No. 5615-CF
Tees	Hays No. 5622-CF

#### **4. Service Saddles**

Service saddles shall have malleable iron or ductile iron bodies, neoprene gaskets, and corrosion-resistant straps and nuts. The Rockwell (Smith-Blair) type 311 and 313; Superior style 31 and 32; and similar and equal Mueller model are acceptable models. Service saddles will be required in accordance with the following table:

<u>Pipe-Size Tap</u>	<u>Size Requiring Saddle</u>
4"	1" and larger
6"	1-1/2"
8"	2"
10"	2-1/2"
12"	2-1/2"
14"	2-1/2"
16"	2-1/2"

Threads for the outlet shall normally be CC type except where IPS type is specifically required.

#### **5. Fire Hydrants**

Fire hydrants shall be wet barrel type with two 2-1/2" hose nozzle outlets, and

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with one 4-1/2" steamer nozzle in areas zoned industrial, commercial or school. Hydrant piping connection shall be push-on or mechanical joint type. Hydrants shall be Claw Vanguard type 645N or 665N as required. Extension pieces may be required in some areas.

## **6. Valves**

**6.1** Buried valves smaller than 4 inch size shall be brass body gate valves with flanged or screwed end connections and non-rising stem handwheel operators. The Hammond model IB645 is listed herein as a standard of quality.

**6.2** Buried valves 4 inch size through 10 inch shall be iron body, bronze mounted, double disc AWWA gate valves with push-on or mechanical joint end connections (except where flanged connections are required) and 2 inch square non-rising stem operating nuts. These valves shall be Mueller model A-2380.

**6.3** Buried valves 12 inch size and larger shall be butterfly valves meeting the requirements of AWWA Specification C504-66, class 15-B, and shall be provided with 2 inch square non-rising stem operating nuts suitable for direct burial. End connections shall be mechanical joint type except where flanged type are specifically required. Butterfly valves shall be Pratt Groundhog model.

## **7. Valve Boxes**

Valve boxes shall be adjustable, slip-type, minimum 8 inch diameter, with cast iron or ductile iron traffic covers with the word "water" cast into the cover. The following types are established as a standard of quality:

<u>Box Material</u>	<u>Model</u>
Cast iron	Rich 920-B
Ductile iron	Ironsides
Concrete	Christy G-5

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## **8. Air Release Valves and Combination Air and Vacuum Relief Valves**

Air Release valves and combination air and vacuum relief valves shall be iron body-type, 1 inch minimum size, similar and equal to those manufactured by APCO, McCracken or Bailey. The air discharge opening shall be provided with two street ells (turned downward) screened with bronze or stainless steel insect screen.

## **9. Meter boxes**

Meter boxes shall be concrete with concrete lids, except in traffic areas where traffic-type lids will be required. The following products of Christy Concrete Products, Inc. are established as a standard of quality.

<b>Meter Size</b>	<b>Christy Box-No.</b>	<b>Christy Non-Traffic Lid-No.</b>	<b>Christy Traffic</b>
3/4"	B-9	D-15	C-15
1"	B-16	D-30	C-30
1-1/2"	B-30	E-45	GIG-45
2"	B-36	E-70	GIG-70

## **10. Meters**

Meters will be provided by the District.

## **11. Flexible Couplings**

Flexible couplings shall have cast iron bodies, neoprene gaskets and corrosion-resistant bolts and nuts. Products of Rockwell (Smith-Blair) and Superior are established as standards of quality in accordance with the following:

**11.1** Straight flexible couplings shall be Rockwell type 441 or Superior style 41 or 42.

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**11.2** Transition flexible couplings shall be Rockwell type 433 or Superior type 43.

### **12. Tapping Sleeves**

Tapping sleeves shall be heavy-welded steel, split-body type with Buna-Nor neoprene "O" ring gasket, test plug and corrosion-resistant bolts and nuts. Tapping sleeves shall be Superior style 822 or equivalent Rockwell (Smith-Blair) or Mueller model.

### **13. Backflow Preventers**

Backflow preventers shall be reduced-pressure type with double-gate valves, with certification by both the California State Health Department and San Mateo County Health Department. Approved backflow preventers are Hersey Beeco Model 14 or G-C and Cla-Val Co. Model RP-2.

### **14. Tracer Tape**

A tracer tape shall be installed in the trench directly above all non-metallic (PVC) pipe. This tracer tape shall consist of a continuous aluminum foil core bonded on both sides with layers of inert plastic films pigmented on both sides with non-corrosive material. The tracer tape shall be 3 inches wide, and be inscribed with the words "buried water lines below" at approximately 2 foot intervals. Tracer tape shall be similar and equal to Alarmtape as manufactured by Alarm Systems Division, Wheaton, Illinois.

## **E. Limited Purpose Facilities**

### **1. General**

The Board of Directors may determine, by resolution, any facility which the  
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District constructs, causes to be constructed or accepts from a third party to supply water to a specific area to be a limited purpose facility and subject to the provisions of this section.

Any facility determined to be a limited purpose facility shall be deemed to be designed and intended to serve only the specific property described in such resolution and the District shall not be deemed to have assumed to serve any other areas with such a facility unless and until and to the extent that the Board of Directors expressly so declares by later resolution.

No person shall have the right to directly connect to, or make beneficial use of, a limited purpose facility except upon payment of a pro rata contribution toward its cost, either for retention by the District or for repayment to the party who financed the initial construction, as applicable.

## ***2. Pro Rata Contributions***

The District will determine the "area of benefit" of a limited purpose facility, which shall consist of those properties which require the installation of the limited purpose facility in order to obtain water service or which are directly and substantially benefited by it.

The District will also determine an equitable methodology for allocating the benefits of a limited purpose facility to undeveloped property within the area of benefit.

Premises already served at the date of installation of a limited purpose facility will be excluded in determining the pro rata contribution of undeveloped property within the area of benefit.

## ***3. Refunds***

An applicant who has financed a limited purpose facility will be refunded 90% of all pro rata charges collected by the District for permitting the connection of a standard water service to such facility within ten (10) years from the date of the resolution designating the facility to be a limited purpose facility.

The District will refund the amount specified within ninety (90) days of receipt,

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without interest. The total amount of all refunds made by the District to the applicant may not exceed the amount advanced by the applicant for construction of the limited purpose facility.

#### **4. Notice**

Where a limited purpose facility is installed pursuant to this Section E, and the initial applicant owns all, or a part of, the additional, prospective "service area" adjacent to or near the facility installed, the District may require the recordation, at the applicant's expense, of a special agreement designating the specific area served, and the additional area which is not served, so that future purchasers of the area not served will have notice of the pro-rata charge as to their property for water service. In addition, and in all cases, where the initial applicant owns none of such surrounding area, the District may give notice of the prospective charge by mail to the owners in the area and to the planning commission, or other agency having jurisdiction over the area, so that future subdivider or developers of the area will be made aware, prior to approval of subdivision maps and/or building permits, that the property is subject to an additional pro-rata charge for the cost of the limited purpose facility.

#### **5. Procedure**

A developer who is required to construct, or advance funds to the District for the construction of, a facility which he believes should be designated a limited purpose facility may submit an application to District for its designation as such, the determination of the area of benefit and the calculation of the pro-rata contribution for undeveloped properties within the area of benefit. The District will process such application upon the developer submitting a deposit against the estimated administrative cost of determining the area of benefit and benefit allocation methodology.

The application will be submitted to the Board of Directors for approval upon the

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developer's execution of a written contract with the District incorporating the terms of this resolution and such other terms as the District requires for the administration of the designation and refund process.

## **F. Separability**

If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such a decision shall not affect the validity of the remaining portions of the Resolution. The Board of Directors of the COASTSIDE COUNTY WATER DISTRICT hereby declares that it would have passed this Resolution by section, subsection, clause and phrase thereof, irrespective of the fact that any one or more other sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

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## DERIVATION TABLE

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## **STAFF REPORT**

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Report Date:** **February 6, 2026**

**Agenda Title:** Authorize the General Manager to Procure a Spare Gearbox for the Nunes Water Treatment Plant Rapid Mixer

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### **Recommendation/Motion:**

**Authorize the General Manager to purchase a spare SPXFLOW gearbox for the Nunes Water Treatment Plant rapid mixer from MISCOwater Pacific, LLC. for \$39,464 as a sole source procurement under Resolution 2025-07.**

### **Background:**

The District utilizes a single SPXFLOW rapid mixer in its coagulation process at the Nunes Water Treatment Plant. The existing rapid mixer was purchased in 2013 and has an expected useful life of 15-20 years. While Philadelphia Mixing Solutions, LLC. (the manufacturer of the existing mixer) has a strong reputation for quality and reliability, staff recommends purchasing a spare gearbox to provide redundancy in the event of failure. A functioning rapid mixer is critical to the treatment process, and replacement equipment may have long lead times, which could impact plant operations.

Staff have confirmed with the manufacturer that the spare gearbox will not experience degradation over time while not in operation.

The District utilizes SPXFLOW mixers in both its coagulation and flocculation processes, and staff has been pleased with their performance and recommends maintaining consistency in future purchases. MISCOwater Pacific Inc. is Philadelphia Mixing Solutions' sole authorized representative of SPXFLOW mixers in the municipal water and wastewater industries for the state of California and Nevada. Staff recommends purchasing the spare SPXFLOW gearbox as a sole source procurement under Resolution 2025-07.

### **Fiscal Impact:**

Cost of \$39,464 (including sales tax).

MISCOwater  
Pleasanton | California | United States

Date: 1/23/2026

Attention: Todd Schmidt

Project Name: CCWD – Nunes WTP – Rapid Mixer

Quote Number: 341894409

**Comments:** Investing in SPX FLOW gearboxes means choosing long-term performance, reliability, and peace of mind. Engineered for continuous outdoor operations, our gearboxes are built to simplify maintenance and deliver an exceptional service life. Features like dry well and oil dam technology reduce the risk of process contamination, while precision tolerances maintained by our trusted suppliers ensure consistent quality and safety. Backed by over 300 years of combined experience across SPX FLOW's global mixer brands, we bring unmatched expertise to every gearbox we produce. Our commitment to certified manufacturing standards and ongoing Research & Development drives innovation and ensures total system integrity. With advanced tools like Computational Fluid Dynamics, we proactively prevent mechanical failures and optimize performance—protecting both your equipment and your bottom line. SPX FLOW gearboxes are more than just components—they're a strategic investment. They protect your warranty, reduce downtime, and lower your total cost of ownership. With full support for parts and service, selling quality becomes effortless, and customer confidence comes naturally. Don't compromise—choose SPX FLOW to safeguard your operations and maximize long-term value.

Reference Serial Number(s): 09DCK0905  
Reference Order Number(s): RFQ

## Proposal Summary

### Primary Solution

Item	Size/Description/Scope of Supply	Lead Time (Business Days)*	Price	Qty.	Sub Total
1	3853MSPTOSa3 Gearbox Replacement Program Tag: Rapid Mixer	30	\$35,917.00	1	\$35,917.00
Total (US Dollars)					\$35,917.00

with tax

39463.80



1/1/2026

To whom it may concern,

Philadelphia Mixing Solutions, LLC. designs and manufactures equipment for the water and wastewater industries. All the equipment and components are specified according to each application per a set of specifications, tolerances, and standards. Philadelphia Mixing Solutions, LLC is the only supplier of its named equipment.

MISCOwater Pacific is Philadelphia Mixing Solutions' sole authorized representative for products in the municipal water and wastewater industries for the state of California & Nevada.

Regards,

Austin Bashline

Business Development Manager (Americas)

**Philadelphia Mixing Solutions LLC**  
**Headquarters, Service & Technology Center**  
1221 East Main Street, Palmyra, PA 17078, USA  
**Service & Technology Center**  
7210 Harms Road, Houston, TX 77041, USA  
+1 717-832-2800  
[www.philamixers.com](http://www.philamixers.com)

**Mixing Solutions Limited**  
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+44 1635 275300  
[www.mixingsolutions.com](http://www.mixingsolutions.com)

**Philadelphia Mixing Solutions Asia Pvt Ltd.**  
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Hinjewadi Pune 411057, India  
+91 22 6241 2008 / 67732000  
[www.philamixers-asia.com](http://www.philamixers-asia.com)

## **STAFF REPORT**

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

**From:** Jeffrey Schneider, Assistant General Manager

**Agenda:** February 10, 2026

**Report Date:** February 6, 2026

**Agenda Title:** Budget Process Timeline

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**Recommendation / Motion:**

**Information Only.**

**Background:**

The attached Timeline lists key milestones for the annual Budget process, including Committee and Board reviews and Board approval of the District's Fiscal Year 2026/27 Operations and Maintenance (O&M) Budget and Fiscal Year 2026/27 through Fiscal Year 2035/36 Capital Improvement Program (CIP).

Key dates are also outlined for the District's on-going planning and reporting in support of the Strategic Priorities that were established at the Board's January 12, 2026 Strategic Planning Workshop.

## Coastside County Water District

### Budget Process Timeline

*(Includes milestones for Strategic Planning Priorities)*

Date	Description
February, 9, 2026	Facilities Committee – Review of Draft FY26/27- FY35/36 Capital Improvement Program (CIP) Budget
March 9/10, 2026	Facilities Committee – 2 <sup>nd</sup> Review of Master Tank Plan
March, 2026 TBD	Facilities Committee – Review of Draft FY26/27 – FY35/36 CIP Budget; Establish Goals for <i>Strategic Priorities: CIP and Alternative Water Sources</i>
March, 2026 TBD	Finance Committee – Review of Draft FY26/27 Operations & Maintenance (O&M) Budget and Draft FY26/27- FY35/36 CIP Budget and Review of Draft Long Term Financial Model; <i>Establish Goals for Strategic Priority: Financial Sustainability - Financial Planning</i>
April 14, 2026 Regular Board Meeting	Present Draft of FY26/27 O&M Budget for Board Review; Present Draft of Long-Term Financial Model; <i>Board Review of Goals for Strategic Priorities</i>
April, 2026 TBD	Facilities Committee – Review of Draft FY26/27 – FY35/36 CIP Budget
April, 2026 TBD <i>Special Board Meeting</i>	Review of Master Tank Plan
May 12, 2026 Regular Board Meeting	Board Presentation of Draft FY26/27 – FY35/36 CIP Budget
May, 2026 TBD (as needed)	Facilities Committee – Review of Draft FY26/27 – FY35/36 CIP Budget
May, 2026 TBD (as needed)	Finance Committee – Review of Draft FY26/27 O&M Budget and Draft FY26/27 – FY35/36 CIP Budget
June 9, 2026 Regular Board Meeting	Board Approval of Draft FY26/27 O&M and Draft FY26/27 – FY35/36 CIP Budgets
January, 2027	<i>First semi-annual Status Report – Strategic Priorities</i>

## **STAFF REPORT**

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Report Date:** **February 6, 2026**

**Agenda Title:** Authorize the Board President to Create Board Advisory Committees, to Make Appointments of Board Members to the District Board Committees, and to Make Appointments of District Representatives to External Organizations and Associations. Review of District Board Committees.

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**Recommendation/Motion:**

**Authorize the Board President to (1) Create Board Advisory Committees, (2) Make Appointments of Board Members to the District Board Committees, and (3) Make Appointments of District Representatives to External Organizations and Associations. Review of District Board Committees.**

**Background:**

At the January 13, 2026 Board of Directors meeting, President Feldman deferred discussion of the Board Committee appointments to the February 10, 2026 meeting. At the January meeting, the Board also discussed the process for appointing Board members to Board Committees and to external organizations and associations.

Currently, by Board action, the Board approves appointments to Board Committees and to external organizations and associations, as well as the creation of temporary Advisory Committees. Prior to 2019, past practice established that the Board President make appointments of Board members to Committees and also appoint District Representatives to external organizations and associations, with the exception for the Bay Area Water Supply and Conservation Agency (BAWSCA) representative. Under this prior practice, the Board President also had authority to create Advisory Committees.

Based on discussion at the January 13, 2026 meeting, Board members expressed interest in returning to this prior practice. At this meeting, the Board will have the opportunity to discuss and decide on the appointment process.

**Purpose of Committees:**

The purpose of the District's Committees is to assist the Board with issues and decisions and provide recommendations pertaining to a variety of areas, including Finance, Human Resources, and District Facilities. Each of the committees is comprised of two Board members with interest in the specific subject matter.

Each of the Committees has a particular charge or set of tasks to address. Standing Committees do their assigned work on a continuing basis. Committees meet as needed rather than on an established regular schedule. The District notices and conducts all Standing Committee meetings in accordance with Brown Act public meeting requirements.

Temporary Advisory Committees may be created for a specific task or objective. An Advisory Committee dissolves after the completion of the task or achievement of the objectives.

The paragraphs below provide additional detail on the District's Committees.

See the attached Exhibit A for a listing of the current Board Committees (as of January 2025) and appointees.

**Coastside County Water District Standing Committees:****Finance Committee**

The Finance Committee is responsible for reviewing and providing recommendations regarding the annual Operations and Maintenance and Capital Improvement Program budgets, and annual financial audits, as well as financial performance oversight. This Committee is also responsible for the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) related matters.

**Human Resources (Personnel & Recruitment) Committee**

The development and review of the General Manager's Performance Plan is the responsibility of this Committee and includes meeting to discuss the mid-term and the annual performance evaluations, as well as preparation of the evaluation report to be approved by the Board. This Committee also reviews changes to staff position descriptions, revisions and additions to the District's personnel manual, and recruitment for vacant staff positions when appropriate.

**District Facilities Committee**

This Committee oversees the development and implementation of the annual Capital Improvement Program. The Committee also reviews the Capital Improvement Program budget and schedule and presents recommendations to the Finance Committee. This Committee is also involved in the Denniston Restoration Project.

**Coastside County Water District Advisory Committees:****Water Reuse Committee**

This Committee meets with representatives from the Sewer Authority Mid-Coastside (SAM) and its member agencies to discuss potential recycled water opportunities for the Coastside.

**Coastside County Water District External Organization Representatives**

In addition to the District's Standing and Advisory Committees, Board members may also serve as representatives to several external organizations, including the following:

**Association of California Water Agencies (ACWA)**

ACWA is the largest statewide coalition of public water agencies in the country. It is a leader on California water issues and a respected voice for its members in both Sacramento and Washington, D.C. ACWA's 450 public agency members are responsible for 90% of the water delivered to communities, farms, and businesses in California. ACWA plays an active role in managing the states' water resources and promoting investments in water use efficiency, water recycling, ground management and desalination. ACWA's membership is organized into ten geographic regions. The regions provide a structure in which members can discuss issues of mutual concern, and based on that interaction, provide representative input to the ACWA Board. The District's ACWA representative typically attends the annual Spring and Fall Conferences and is eligible to vote as the District's voting designee in ACWA elections. A District Board Member may also serve as an ACWA Region 5 Director. Director Muller was elected in September 2025 to serve as the ACWA Region 5 Director for the 2026-2027 term.

**Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)** - ACWA/JPIA provides liability coverages tailored to the unique needs of California Water Agencies. The District obtains its property, liability, and worker's compensation coverage from the JPIA. As a member of the JPIA, the District names one of its directors and at least one alternate to sit on the ACWA/JPIA Board of Directors. The designated representative is able to vote at conferences. If the designated Director cannot attend a conference, then the alternate Director is allowed to vote in his/her absence. The designated Board member's term coincides with their term on the CCWD Board.

**California Special District Association (CSDA)**

CSDA was formed in 1969 to provide active representation at the State Capitol for its 1,300 members, made up of independent special districts, including irrigation, water,

parks and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare and community service districts. CSDA pursues statewide policy legislation of benefit to special districts and provides advocacy, training, information, and financial services to help strengthen and increase the efficiency of special district operations. The agency is governed by a 19-member Board of Directors representing 6 regions throughout California. The District designates a CSDA representative to receive information and updates from CSDA.

### **Bay Area Water Supply & Conservation Agency (BAWSCA)**

BAWSCA was created on May 27, 2003 to represent the interests of the cities and water districts, and two private utilities located in Alameda, Santa Clara and San Mateo Counties that purchase water on a wholesale basis from the San Francisco Regional Water System. BAWSCA's goals are to ensure a reliable supply of high-quality water at a fair price. The agency is governed by a 27-member Board of Directors comprised of representatives from all BAWSCA agencies. The District's BAWSCA representative must be appointed by Coastside County Water District Board action. The CCWD Board appointed Director Mickelsen in June of 2013, in 2017, in 2021, and again in 2025 to serve as the BAWSCA representative for the current term through June 30, 2029.

### **Local Agency Formation Commission (LAFCo)**

LAFCo is a state-mandated, independent agency with countywide jurisdiction over changes in organization and boundaries of cities and special districts, including annexations, detachments, incorporations and formations. The District annually designates a Board member and an alternate to represent the District for the purposes of participation in the LAFCo election of officers.

### **American Water Works Association (AWWA)**

The American Water Works Association is an international, nonprofit, scientific and educational society dedicated to providing total water solutions assuring the effective management of water. Founded in 1881, membership includes 4,300 utilities that supply 80% of the nation's drinking water. In addition to participating at a national level, the District actively participates in the Cal-Nevada section of the AWWA.

## EXHIBIT A

### COASTSIDE COUNTY WATER DISTRICT BOARD COMMITTEES

**January 14, 2025**

<b><u>Standing Committees</u></b>	<b><u>Directors</u></b>
Finance Committee	Coverdell, Feldman
Human Resources Committee	Feldman, Muller
District Facilities Committee	Mickelsen, Reynolds
<b><u>Advisory Committees</u></b>	<b><u>Directors</u></b>
Water Reuse Committee	Coverdell, Muller
<b><u>External Organizations</u></b>	<b><u>Directors</u></b>
Association of California Water Agencies (ACWA)	Feldman
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Feldman
California Special District Association (CSDA)	Muller
Bay Area Water Supply & Conservation Agency (BAWSA) - 4 year term - June 2021 to June 30, 2025	Mickelsen
Local Agency Formation Commission (LAFCo)	Board President *
American Water Works Association (AWWA)	Reynolds

*\* All other Directors are designated as alternates for  
the purpose of participation in LAFCo's election of officers*

**STAFF REPORT**

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Report Date:** **February 6, 2026**

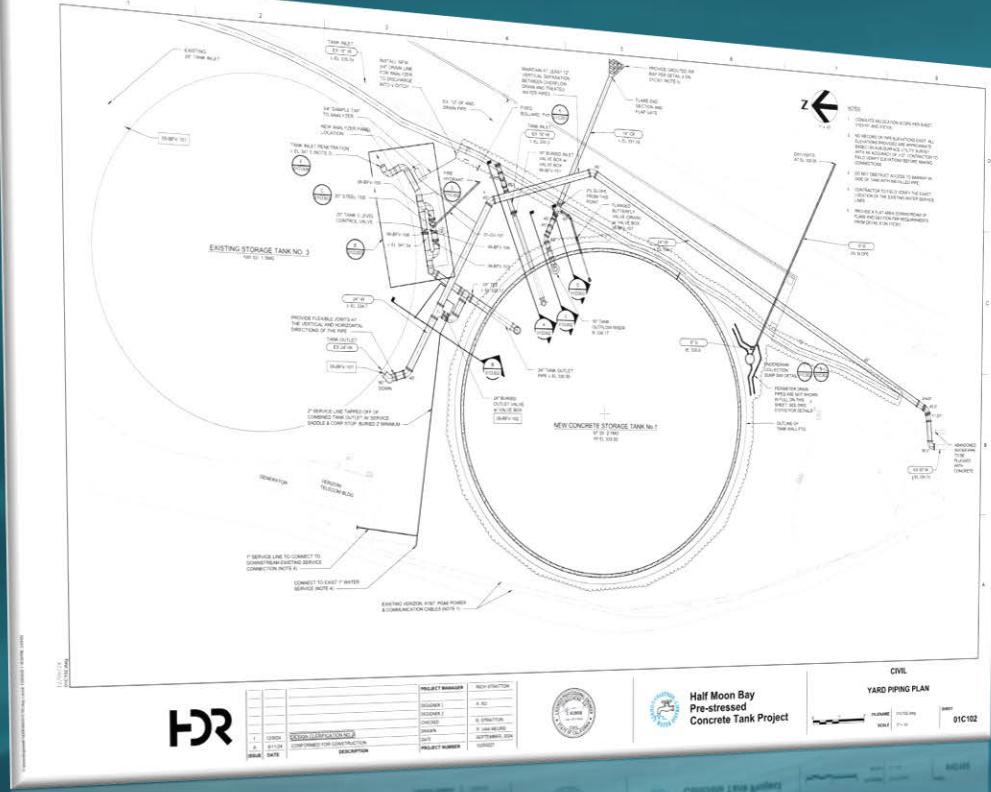
**Agenda Title:** **Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project – Update #16**

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**Informational Item**

At the July 9, 2024 Regular Board of Directors Meeting, the Board authorized an award of contract to DN Tanks, LLC. (“DN Tanks”) for the construction of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project. The District issued the full “notice to proceed” on January 21, 2025. The estimated completion is expected in Spring/Summer 2026. This is the sixteenth of several updates staff plans to present to the Board on progress of this project.

Freyer and Laureta, Inc., the Construction Management firm on this project has put together a brief summary of progress to date. See Attachment A.



ATTACHMENT A



# Coastsider County Water District Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project February 10, 2026 Board Meeting

# Contract Data as of Board Meeting Date

## Contract Data as of Meeting Date:

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	480	Base Contract	\$10,968,951.00
Approved Change Order Days Added	87	Approved Change Orders Added	\$146,314.75
Approved Change Order Days Subtracted	0	Approved Change Order %	1.33%
Total Contract Duration <sup>1</sup>	567	Approved Additional Work Added	\$285,577.81
Elapsed (Start Date 1/21/2025)	385	Approved Additional Work %	2.6%
Remaining Days	182	Total Contract Approved	\$11,400,843.56
		Billed to Date <sup>2</sup>	\$8,438,425.14
		Remaining Value	\$2,962,418.42

<sup>1</sup>All project work shall be substantially complete within 450 calendar days from the effective Notice to Proceed.

<sup>2</sup>Billed to date value is the contract work complete including the 5% retention that will be paid to Contractor upon project completion.

# Construction Progress Update #16

## Progress since Previous Board Meeting:

- Installation of 16" Mainline Pipe.
- Pipe Pressure Testing and Disinfection of 16" Mainline Pipeline.
- Removal of Existing 16" Pipe.
- Installation of Electrical Pull Box near Existing Tank.
- Installation of Handrail.
- Interior Patch Work.
- Partial Demobilization and Cleanup of Site.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

# Construction Progress Update #16

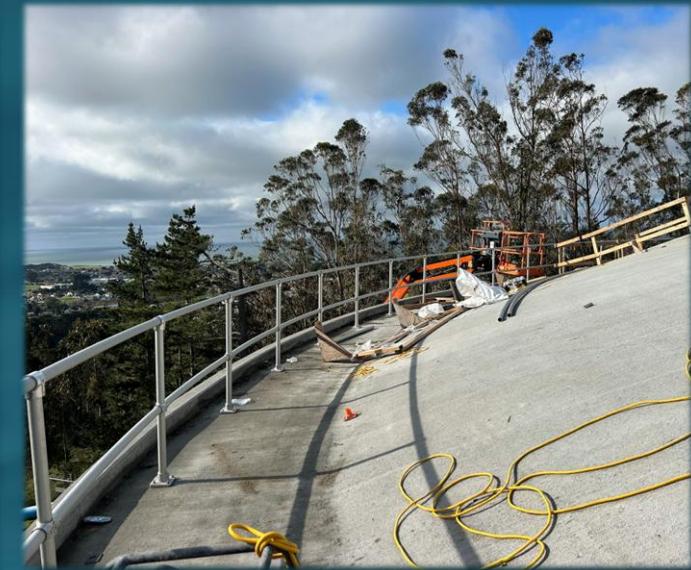
## Three-Week Look Ahead Schedule:

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

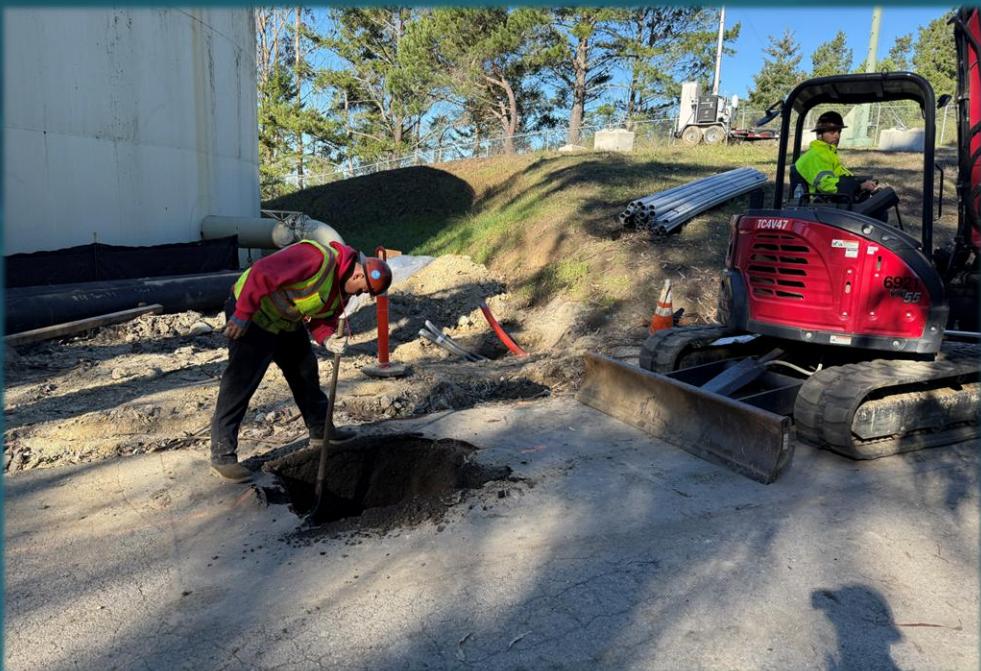
- Installation of 24" Outlet Pipe, 16" Overflow Pipe, and 6" Drain.
- Installation of 20" and 24" Yard Piping.
- Installation of Electrical and Communication Conduit.
- Installation of Communications Pull Boxes.
- Installation of Sample Box.
- Installation of Exterior Ladder.
- Installation of Downspouts.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

## Overall Project Schedule:

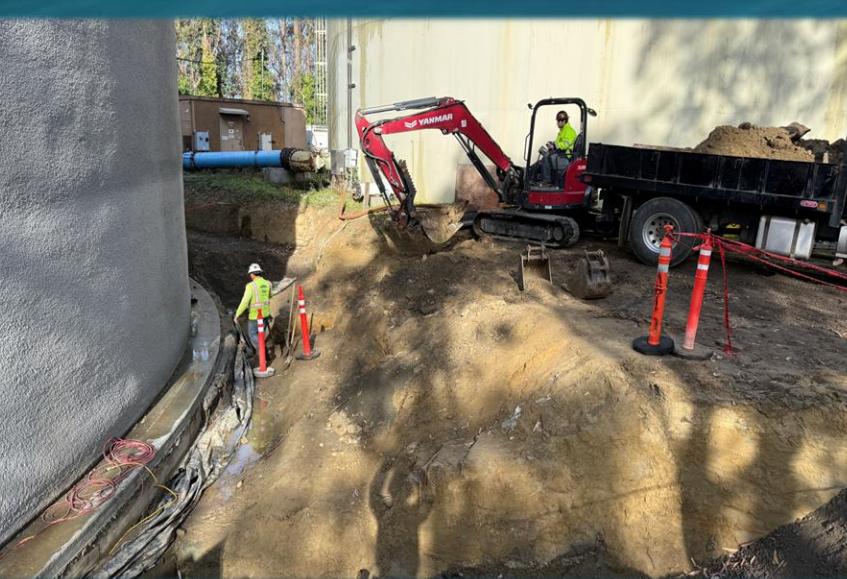
- Anticipated completion in July 2026.



Construction Photos



Construction Photos



Construction Photos

## STAFF REPORT

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

**From:** Mary Rogren, General Manager

**Agenda:** February 6, 2026

**Report Date:** February 10, 2026

**Agenda Title:** General Manager's Report

---

### Announcement of General Manager Retirement

Dear President Feldman and Directors,

I am writing to formally inform the Board of my decision to retire as General Manager of Coastside County Water District effective March, 2027.

As you know, I joined the District in March 2015 as Assistant General Manager and was appointed General Manager in October 2019.

I have greatly valued my years at the District and the opportunity to work with such a dedicated Board and highly capable staff. During this time, the District has made meaningful progress in infrastructure improvements, fiscal sustainability, and long-term resilience. It has been a privilege to be part of this team.

Over the next year, I remain fully committed to my responsibilities as General Manager and to advancing the goals and priorities established by the Board.

I am also committed to supporting a smooth leadership transition and to assisting the Board in any way that may be helpful in the recruitment and onboarding of the next General Manager.

Respectfully,



Mary Rogren  
General Manager

### **Initial Water Supply Availability Estimate from SFPUC**

On February 3, 2026, the District received the Initial Water Supply Availability Estimate for the current Water Year (Exhibit A.) SFPUC will provide updates of the water supply conditions again on February 19, March 1<sup>st</sup>, and early April following the last snow survey of the year.

Rainfall, snowpack and reservoir storages to date, including carryover storage from prior average and wet years, indicate a reasonable probability that SFPUC will be able to meet full customer demand this year.



# Hetch Hetchy Regional Water System

Services of the San Francisco Public Utilities Commission

## Exhibit A

525 Golden Gate Ave.  
San Francisco, CA 94102  
(415) 554-3155  
sfpuc.gov

TO: SFPUC Wholesale Customers

*Steven R. Ritchie*

FROM: Steven R. Ritchie, Assistant General Manager, Water

DATE: February 3, 2026

RE: Initial Water Supply Availability Estimate

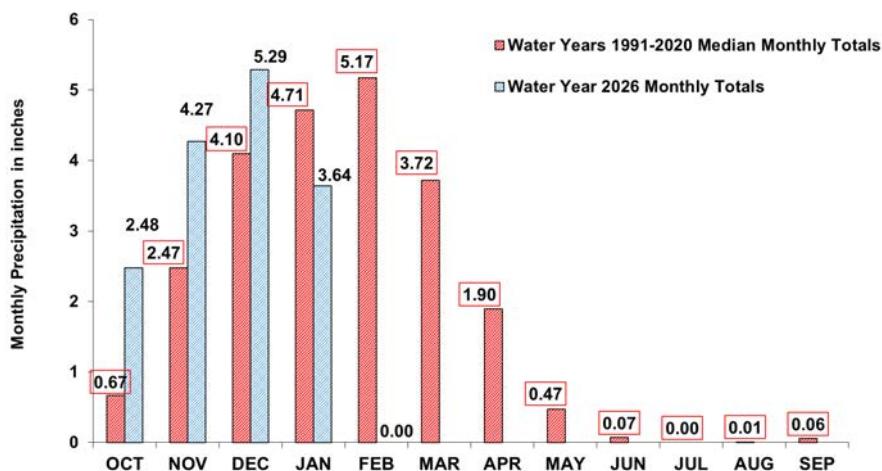
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This memo provides the initial water supply availability estimate for this year and the current hydrologic conditions.

The current Water Year has alternated between above median in the early months of the Water Year and, in January, below median levels. As the charts below show, the upcountry watersheds and the local watersheds show above median precipitation during October thru December, and below median precipitation in January.

The local watersheds have received approximately 67% of median annual total rainfall of 23.35 inches. The upcountry watersheds have received approximately 58% of median annual rainfall of 30.92 inches. While the results of the first snow survey have not been fully analyzed yet, the lower elevation snow sensors are showing the snowpack to be below median for this time of year.

### Bay Area 7-station Precipitation Index as of February 1, 2026



**Daniel Lurie**  
Mayor

**Joshua Arce**  
President

**Stephen E. Leveroni**  
Vice President

**Avni Jamdar**  
Commissioner

**Kate H. Stacy**  
Commissioner

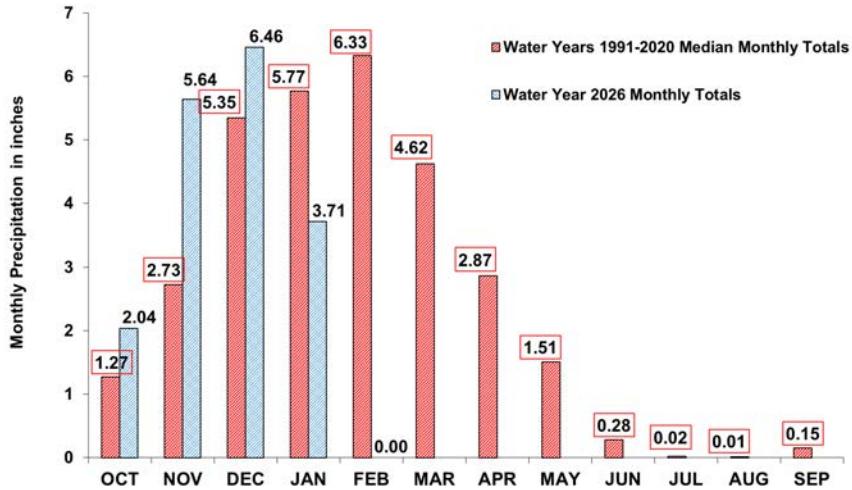
**Meghan Thurlow**  
Commissioner

**Dennis J. Herrera**  
General Manager

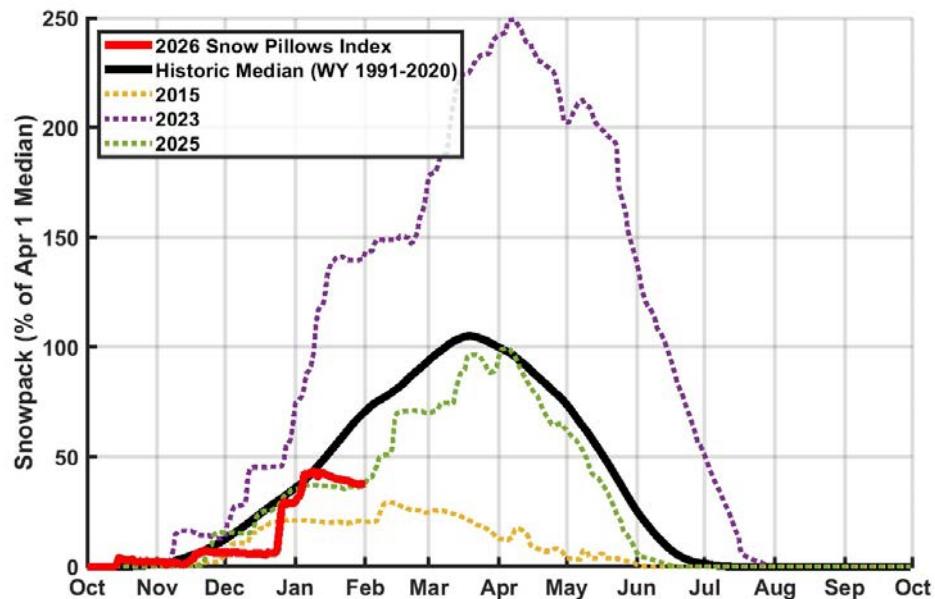
**OUR MISSION:** To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



## Upcountry 6-station Precipitation Index as of February 1, 2026



## Upcountry Snowpack as of February 1, 2026



Total reservoir storage is higher than typical for this time of year. The table below shows reservoir storage levels as of February 2, 2026.

Reservoir	Current Storage <sup>1,2,3</sup> (AF)	Maximum Storage <sup>4</sup> (AF)	Available Capacity (AF)	Percent of Maximum Storage %	Normal Maximum Storage <sup>5</sup>
<b>Tuolumne System</b>					
Hetch Hetchy	322,700	360,360	37,660	89.5%	<b>68.8%</b>
Cherry	244,800	273,345	28,545	89.6%	-
Eleanor	22,470	27,100	4,630	82.9%	-
Water Bank	567,381	570,000	2,619	99.5%	<b>98.0%</b>
<b>Total Tuolumne Storage</b>	<b>1,157,351</b>	<b>1,230,805</b>	<b>73,454</b>	<b>94.0%</b>	-
<b>Local System</b>					
Calaveras	60,003	96,670	36,667	62.1%	-
San Antonio	46,567	53,266	6,699	87.4%	-
Crystal Springs	51,982	68,953	16,971	75.4%	-
San Andreas	12,840	18,675	5,835	68.8%	-
Pilarcitos	1,781	3,125	1,344	57.0%	-
<b>Total Local Storage</b>	<b>173,173</b>	<b>240,689</b>	<b>67,516</b>	<b>71.9%</b>	-
<b>Total System Storage</b>	1,330,524	1,471,494	140,970	<b>90.4%</b>	<b>80.2%</b>
<b>Total without water bank</b>	763,143	901,494	138,351	<b>84.7%</b>	-

Rainfall, snowpack and reservoir storages to date, including carryover storage from prior average and wet years, indicate a reasonable probability that the SFPUC will be able to meet full customer demand this year. The SFPUC will continue to monitor water supply conditions and State actions. The SFPUC will provide an update of the water supply conditions at the February 19th Annual Wholesale Customer Meeting. Another update on water supply availability will be provided on March 1st with a final water supply availability memo issued in early April following the last snow survey of the year.

## MONTHLY REPORT

**To:** Mary Rogren, General Manager

**From:** Sean Donovan, Water Treatment Operations Manager  
Darin Sturdivan, Water Distribution Operations Manager  
Todd Schmidt, Water Treatment Supervisor  
Dustin Jahns, Distribution Supervisor

**Agenda:** February 10, 2026

**Report**  
**Date:** February 6, 2026

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### Monthly Highlights

- Replaced air scour actuators on Nunes WTP filter #4. (Warranty work.)
- Repaired/upgraded doors at both WTP's to improve security of the premises.
- Replaced three actuator motors at Denniston WTP.
- Continued prep/painting of outdoor piping at Denniston WTP.
- Added remote/mobile data entry capability to the District's current Operations data collection and reporting database.
- Replaced Ford F -150 that was damaged beyond repair in December 2025 storm.
- Replaced radio at Miramontes Tank.
- GSW drilled new well 5 in Pilarcitos Canyon, installed casing and started installation of well screen.
- El Granada Tank 3 site: all repairs completed (resulting from damage in the December 2025 storm) and generator is back online.
- Pilarcitos Canyon - continued tree work to clear downed trees from December 2025 storm.
- SCADA improvements completed at Crystal Springs Pump Station.

**Sources:** Pilarcitos Reservoir, Denniston Creek, Pilarcitos Wells.

### Main leaks/service leaks:

- 2008 Bordeaux Ln.

### Hydrants replaced:

- 150 Bridgeport

### Projects

- EKI Environment and Water, Inc.
  - Provided peer review of DN Tank project coordination/engineering.
  - Submittal review and tracking of Pilarcitos Canyon Well Project.
  - Provided construction support for Pilarcitos Canyon Wells Project.

**STAFF REPORT**

**Agenda: February 10, 2026**

**Subject: Operations Report**

Page 2

- Continued work on environmental permitting requirements for Pilarcitos Culvert Repair and Pilarcitos Slide Repair Project.
- HDR, Inc.
  - HDR continued work on DN Tank submittals and plan modifications and coordination of subcontractors.

**COASTSIDE COUNTY WATER DISTRICT**  
**CLAIMS FOR JANUARY 2025**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR	AMOUNT	
01/07/2026	36041	ADP, INC.	\$	722.85
01/07/2026	36042	DATAPROSE, LLC	\$	495.07
01/07/2026	36043	PACIFIC GAS & ELECTRIC CO.	\$	37,123.77
01/07/2026	36044	PACIFIC GAS & ELECTRIC CO.	\$	96.54
01/07/2026	36045	MARY ROGREN	\$	156.87
01/07/2026	36046	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	76,136.07
01/07/2026	36047	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	54,377.53
01/08/2026	36048	ALTERTECH SOLUTIONS, LLC	\$	9,150.00
01/08/2026	36049	AMAZON CAPITAL SERVICES, INC.	\$	321.96
01/08/2026	36050	BFI OF CALIFORNIA, INC.	\$	729.11
01/08/2026	36051	REXEL USA, INC	\$	1,532.26
01/08/2026	36052	CEL ANALYTICAL INC.	\$	755.00
01/08/2026	36053	CINTAS FIRST AID & SAFETY	\$	922.95
01/08/2026	36054	HACH CO., INC.	\$	2,701.60
01/08/2026	36055	HURLEY DIESEL AND POWER LLC	\$	4,170.78
01/08/2026	36056	IRVINE CONSULTING SERVICES, INC.	\$	1,386.56
01/08/2026	36057	JOHNSON CONTROLS US HOLDINGS INC	\$	6,916.05
01/08/2026	36058	MISSION UNIFORM SERVICES INC.	\$	141.96
01/08/2026	36059	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,608.00
01/08/2026	36060	PACE SUPPLY CORP.	\$	9,351.46
01/08/2026	36061	REPUBLIC SERVICES	\$	1,154.19
01/08/2026	36062	ROGUE WEB WORKS, LLC	\$	706.00
01/08/2026	36063	SAN MATEO CTY PUBLIC HEALTH LAB	\$	966.00
01/08/2026	36064	SCAPES, INC	\$	240.00
01/08/2026	36065	TPX COMMUNICATIONS	\$	2,186.13
01/08/2026	36066	VERIZON CONNECT INC.	\$	397.95
01/08/2026	36067	WEST YOST ASSOCIATES, INC	\$	4,042.50
01/08/2026	36068	MARIA ROMERO	\$	2,920.00
01/13/2026	36069	AMAZON CAPITAL SERVICES, INC.	\$	81.74
01/13/2026	36070	ANDREINI BROS. INC.	\$	6,883.30
01/13/2026	36071	HEALTH BENEFITS ACWA-JPIA	\$	53,499.79
01/13/2026	36072	ASSOC. CALIF. WATER AGENCY	\$	19,102.57
01/13/2026	36073	BADGER METER, INC.	\$	69.30
01/13/2026	36074	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$	1,083.72
01/13/2026	36075	BAY AREA WATER SUPPLY &	\$	11,946.50
01/13/2026	36076	COMCAST	\$	243.61
01/13/2026	36077	RECORDER'S OFFICE	\$	20.00
01/13/2026	36078	RECORDER'S OFFICE	\$	20.00
01/13/2026	36079	RECORDER'S OFFICE	\$	26.00
01/13/2026	36080	JAMES COZZOLINO, TRUSTEE	\$	275.00
01/13/2026	36081	DN TANKS LLC	\$	530,189.20
01/13/2026	36082	FREYER & LAURETA, INC.	\$	41,293.87
01/13/2026	36083	GSW CONSTRUCTION INC	\$	4,960.68
01/13/2026	36084	GLENNA LOMBARDI	\$	115.00
01/13/2026	36085	MCMASTER-CARR SUPPLY COMPANY	\$	333.19
01/13/2026	36086	PAULO'S AUTO CARE	\$	49.00
01/13/2026	36087	RELIABLE AUTOMATION CONTROLS	\$	11,079.91
01/13/2026	36088	HD SUPPLY INC	\$	442.00
01/20/2026	36089	BAY ALARM COMPANY	\$	458.28
01/20/2026	36090	DANIEL RICHARD CHARLES	\$	5,659.05
01/20/2026	36091	PETTY CASH	\$	69.16
01/20/2026	36092	RYAN F. COVALT	\$	3,245.00
01/20/2026	36093	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	838.97

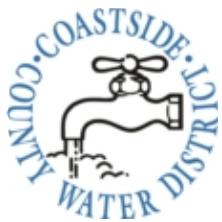
01/20/2026	36094	IRON MOUNTAIN	\$ 800.98
01/20/2026	36095	PUB. EMP. RETIRE SYSTEM	\$ 18,016.07
01/20/2026	36096	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$ 665.76
01/20/2026	36097	STANDARD INSURANCE COMPANY	\$ 510.37
01/20/2026	36098	UTAP PRINTING CO., INC.	\$ 1,923.91
01/20/2026	36099	MARIA ROMERO	\$ 3,250.00
01/20/2026	36100	ADP, INC.	\$ 110.65
01/20/2026	36101	AMAZON CAPITAL SERVICES, INC.	\$ 543.28
01/20/2026	36102	AT&T MOBILTY	\$ 254.94
01/20/2026	36103	AT&T	\$ 2,094.65
01/20/2026	36104	TIMOTHY C BOWSER	\$ 5,056.00
01/20/2026	36105	CINTAS FIRST AID & SAFETY	\$ 317.29
01/20/2026	36106	CURLEY & RED'S INC. BODY SHOP	\$ 1,400.00
01/20/2026	36107	GRAINGER, INC.	\$ 831.57
01/20/2026	36108	HASSETT HARDWARE	\$ 1,978.89
01/20/2026	36109	HDR ENGINEERING, INC	\$ 9,930.19
01/20/2026	36110	IRVINE CONSULTING SERVICES, INC.	\$ 4,758.16
01/20/2026	36111	MISSION UNIFORM SERVICES INC.	\$ 154.01
01/20/2026	36112	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 1,385.86
01/20/2026	36113	MTA PARTS, INC.	\$ 41.54
01/20/2026	36114	PACIFICA COMMUNITY TV	\$ 300.00
01/20/2026	36115	TYLER TECHNOLOGIES, INC	\$ 12,498.90
01/20/2026	36116	ULINE, INC	\$ 303.16
01/20/2026	36117	UNDERWOOD & ROSENBLUM INC	\$ 5,070.00
01/20/2026	36118	BOSCO OIL COMPANY	\$ 3,038.60
01/20/2026	36119	US BANK NA	\$ 485.86
01/27/2026	36120	ACTION ROAD SOLUTIONS, LLC	\$ 192.50
01/27/2026	36121	AMAZON CAPITAL SERVICES, INC.	\$ 104.86
01/27/2026	36122	AMERICAN WATER WORKS ASSOC.	\$ 370.00
01/27/2026	36123	BAY AREA WATER SUPPLY &	\$ 2,680.00
01/27/2026	36124	BRENDAN GOODWIN	\$ 330.00
01/27/2026	36125	BORGES & MAHONEY, INC.	\$ 130.25
01/27/2026	36126	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	\$ 3,441.16
01/27/2026	36127	CECIL & CECIL ENTERPRISES, INC	\$ 17,047.63
01/27/2026	36128	DATAPROSE, LLC	\$ 8,594.96
01/27/2026	36129	GRAINGER, INC.	\$ 505.52
01/27/2026	36130	HANSONBRIDGETT. LLP	\$ 12,292.50
01/27/2026	36131	HURLEY DIESEL AND POWER LLC	\$ 12,180.16
01/27/2026	36132	JAMES FORD, INC.	\$ 53,043.58
01/27/2026	36133	MCMASTER-CARR SUPPLY COMPANY	\$ 7.18
01/27/2026	36134	MISSION UNIFORM SERVICES INC.	\$ 154.01
01/27/2026	36135	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 166.00
01/27/2026	36136	PINE PACIFIC SERVICES, LLC	\$ 800.00
01/27/2026	36137	PUMP REPAIR SERVICE CO. INC.	\$ 23,700.79
01/27/2026	36138	YISHAI BITTON	\$ 19,100.00
01/27/2026	36139	SAN FRANCISCO WATER DEPT.	\$ 94,630.96
01/27/2026	36140	STATE WATER RESOURCES CONTROL BD	\$ 90.00
01/27/2026	36141	TRI COUNTIES BANK	\$ 14,658.72
01/27/2026	36142	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$ 10,210.12
01/27/2026	36143	WATER INDUSTRY TRAINING SPECIALISTS, INC.	\$ 1,500.00
01/27/2026	36144	WATERSMART SOFTWARE, INC	\$ 191.49
01/30/2026	36145	AMAZON CAPITAL SERVICES, INC.	\$ 16.65
01/30/2026	36146	AMAZON WEB SERVICES, INC.	\$ 1,156.75
01/30/2026	36147	AT&T	\$ 2,095.27
01/30/2026	36148	BALANCE HYDROLOGICS, INC	\$ 7,688.99
01/30/2026	36149	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$ 4,644.46
01/30/2026	36150	CALIFORNIA C.A.D. SOLUTIONS, INC	\$ 2,800.00
01/30/2026	36151	CARROT-TOP INDUSTRIES, INC.	\$ 241.70

01/30/2026	36152	CUSTOM TOPS, INC	\$	1,771.65
01/30/2026	36153	EKI INC.	\$	76,606.74
01/30/2026	36154	GRISWOLD INDUSTRIES	\$	7,451.08
01/30/2026	36155	MICHAEL WOLF	\$	46.17
01/30/2026	36156	MTA PARTS, INC.	\$	14.20
01/30/2026	36157	ACI PAYMENTS, INC.	\$	150.00
01/30/2026	36158	PAULO'S AUTO CARE	\$	127.75
01/30/2026	36159	LISA SULZINGER	\$	50.00
01/30/2026	36160	TEAMSTERS LOCAL UNION #856	\$	1,630.00
01/30/2026	36161	VERIZON WIRELESS	\$	3,506.93
01/30/2026	36162	WAGNER & BONSIGNORE CONSULTING CIVIL ENGINEERS, A CORPORATION	\$	1,335.35
01/30/2026	36163	DANNY M. SILVA	\$	47.64
01/30/2026	36164	CRECENCIA TORRES	\$	27.36
01/30/2026	36165	PATRICK POWER	\$	48.15
01/30/2026	36166	LAKISHA BARNARD	\$	77.38
01/30/2026	36167	G. BORTOLOTTO & CO	\$	1,040.84
		SUBTOTAL CLAIMS FOR MONTH	\$	1,377,812.09

#### WIRE PAYMENTS

01/13/2026	DFT0000698	EMPOWER RETIREMENT, LLC	\$	1,225.00
01/13/2026	DFT0000699	VALIC	\$	6,503.72
01/27/2026	DFT0000701	PUB. EMP. RETIRE SYSTEM	\$	18,016.07
01/30/2026	DFT0000702	EMPOWER RETIREMENT, LLC	\$	1,225.00
01/30/2026	DFT0000703	PUB. EMP. RETIRE SYSTEM	\$	24,052.11
01/30/2026	DFT0000704	VALIC	\$	6,736.33
01/31/2026		BANK AND CREDIT CARD FEES	\$	7,215.63
		SUBTOTAL WIRE PAYMENTS FOR MONTH	\$	64,973.86

**TOTAL CLAIMS FOR THE MONTH \$ 1,442,785.95**



## Coastside County Water District

## Monthly Budget Report

## Account Summary

For Fiscal: 2025-2026 Period Ending: 01/31/2026

		January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	1,015,700.00	979,140.10	-36,559.90	-3.60%	9,400,400.00	8,425,643.73	-974,756.27	-10.37%	15,862,300.00
	<b>Total RevType: 1 - Operating:</b>	<b>1,015,700.00</b>	<b>979,140.10</b>	<b>-36,559.90</b>	<b>-3.60%</b>	<b>9,400,400.00</b>	<b>8,425,643.73</b>	<b>-974,756.27</b>	<b>-10.37%</b>	<b>15,862,300.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,000.00	2,216.72	-1,783.28	-44.58%	37,000.00	37,469.14	469.14	1.27%	60,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	8,000.00	7,171.20	-828.80	-10.36%	58,000.00	58,211.55	211.55	0.36%	100,000.00
<a href="#">1-4230-00</a>	Service Connections	1,000.00	563.70	-436.30	-43.63%	8,500.00	4,991.48	-3,508.52	-41.28%	15,000.00
<a href="#">1-4920-00</a>	Interest Earned	31,000.00	39,790.00	8,790.00	28.35%	278,000.00	334,662.26	56,662.26	20.38%	385,000.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	11,000.00	4,195.73	-6,804.27	-61.86%	631,000.00	649,528.74	18,528.74	2.94%	1,231,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	400.00	5,481.13	5,081.13	1,270.28%	2,800.00	98,272.84	95,472.84	3,409.74%	5,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	19,920.00	20,003.80	83.80	0.42%	139,400.00	139,108.58	-291.42	-0.21%	239,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	306,000.00	390,120.81	84,120.81	27.49%	600,000.00	755,525.92	155,525.92	25.92%	600,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>381,320.00</b>	<b>469,543.09</b>	<b>88,223.09</b>	<b>23.14%</b>	<b>1,754,700.00</b>	<b>2,077,770.51</b>	<b>323,070.51</b>	<b>18.41%</b>	<b>2,635,000.00</b>
	<b>Total Revenue:</b>	<b>1,397,020.00</b>	<b>1,448,683.19</b>	<b>51,663.19</b>	<b>3.70%</b>	<b>11,155,100.00</b>	<b>10,503,414.24</b>	<b>-651,685.76</b>	<b>-5.84%</b>	<b>18,497,300.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	141,022.00	63,549.96	77,472.04	54.94%	1,920,054.00	1,366,529.15	553,524.85	28.83%	2,873,340.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	6,100.00	5,804.44	295.56	4.85%	41,500.00	37,128.87	4,371.13	10.53%	72,100.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	24,100.00	6,724.33	17,375.67	72.10%	324,500.00	174,602.79	149,897.21	46.19%	500,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	2,700.00	2,490.16	209.84	7.77%	19,800.00	19,361.96	438.04	2.21%	38,300.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	14,100.00	12,743.43	1,356.57	9.62%	48,700.00	47,429.62	1,270.38	2.61%	87,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	5,400.00	7,289.09	-1,889.09	-34.98%	65,800.00	71,350.79	-5,550.79	-8.44%	112,650.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	920.00	1,101.10	-181.10	-19.68%	6,400.00	36,413.79	-30,013.79	-468.97%	11,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	4,150.00	0.00	4,150.00	100.00%	29,050.00	28,313.46	736.54	2.54%	50,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	7,500.00	4,920.09	2,579.91	34.40%	52,000.00	38,061.74	13,938.26	26.80%	89,500.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	11,700.00	944.49	10,755.51	91.93%	81,500.00	44,273.51	37,226.49	45.68%	140,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	6,100.00	7,537.37	-1,437.37	-23.56%	42,500.00	69,767.89	-27,267.89	-64.16%	73,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	14,300.00	646.53	13,653.47	95.48%	99,900.00	96,524.74	3,375.26	3.38%	171,400.00
<a href="#">1-5250-00</a>	Laboratory Expenses	7,100.00	6,950.74	149.26	2.10%	49,500.00	48,243.96	1,256.04	2.54%	85,000.00
<a href="#">1-5260-00</a>	Maintenance - General	33,300.00	23,095.67	10,204.33	30.64%	233,500.00	163,952.13	69,547.87	29.78%	400,000.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	0.00	0.00	0.00	0.00%	0.00	7,800.00	-7,800.00	0.00%	0.00
<a href="#">1-5263-00</a>	Uniforms	300.00	0.00	300.00	100.00%	13,600.00	14,730.92	-1,130.92	-8.32%	15,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	14,900.00	1,335.35	13,564.65	91.04%	82,600.00	18,768.60	63,831.40	77.28%	160,000.00
<a href="#">1-5321-00</a>	Water Resources	1,500.00	736.13	763.87	50.92%	10,500.00	1,705.55	8,794.45	83.76%	18,000.00

## Monthly Budget Report

For Fiscal: 2025-2026 Period Ending: 01/31/2026

		January Budget	January Activity	Variance		YTD Budget	Variance		Total Budget	
				Favorable	(Unfavorable)		Percent Variance	YTD Activity		
<a href="#">1-5322-00</a>	Community Outreach	2,350.00	300.00	2,050.00	87.23%	16,390.00	11,917.76	4,472.24	27.29% 63,500.00	
<a href="#">1-5381-00</a>	Legal	10,400.00	9,957.50	442.50	4.25%	72,800.00	68,177.25	4,622.75	6.35% 125,000.00	
<a href="#">1-5382-00</a>	Engineering	8,300.00	11,544.13	-3,244.13	-39.09%	58,500.00	54,355.11	4,144.89	7.09% 100,000.00	
<a href="#">1-5383-00</a>	Financial Services	6,000.00	3,000.00	3,000.00	50.00%	20,000.00	14,895.00	5,105.00	25.53% 21,000.00	
<a href="#">1-5384-00</a>	Computer Services	31,249.00	40,638.03	-9,389.03	-30.05%	221,830.00	224,475.58	-2,645.58	-1.19% 375,000.00	
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	137,410.00	147,198.08	-9,788.08	-7.12%	961,870.00	892,062.35	69,807.65	7.26% 1,630,182.00	
<a href="#">1-5411-00</a>	Salaries & Wages - Field	189,327.00	160,892.23	28,434.77	15.02%	1,325,286.00	1,178,400.34	146,885.66	11.08% 2,246,102.00	
<a href="#">1-5420-00</a>	Payroll Tax Expense	24,995.00	26,950.59	-1,955.59	-7.82%	174,965.00	144,073.78	30,891.22	17.66% 292,382.00	
<a href="#">1-5435-00</a>	Employee Medical Insurance	49,218.00	47,731.38	1,486.62	3.02%	322,878.00	310,167.76	12,710.24	3.94% 568,967.00	
<a href="#">1-5436-00</a>	Retiree Medical Insurance	7,054.00	5,781.25	1,272.75	18.04%	49,378.00	37,404.25	11,973.75	24.25% 84,648.00	
<a href="#">1-5440-00</a>	Employees Retirement Plan	65,581.00	51,428.05	14,152.95	21.58%	459,067.00	411,039.66	48,027.34	10.46% 786,968.00	
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00% 41,472.00	
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,670.00	10,447.81	-3,777.81	-56.64%	46,650.00	49,595.82	-2,945.82	-6.31% 80,000.00	
<a href="#">1-5620-00</a>	Office & Billing Expenses	33,300.00	45,481.17	-12,181.17	-36.58%	233,100.00	235,402.55	-2,302.55	-0.99% 400,000.00	
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	4,400.00	5,544.14	-1,144.14	-26.00%	30,800.00	30,148.05	651.95	2.12% 52,900.00	
<a href="#">1-5630-00</a>	Insurance	26,550.00	27,553.53	-1,003.53	-3.78%	182,150.00	191,911.77	-9,761.77	-5.36% 314,900.00	
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	18,692.00	18,419.98	272.02	1.46%	82,140.00	74,565.92	7,574.08	9.22% 126,900.00	
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00%	3,500.00	0.00	3,500.00	100.00% 6,000.00	
<a href="#">1-5700-00</a>	San Mateo County Fees	2,800.00	1,110.42	1,689.58	60.34%	19,900.00	12,481.10	7,418.90	37.28% 33,900.00	
<a href="#">1-5705-00</a>	State Fees	4,325.00	3,656.66	668.34	15.45%	30,275.00	30,963.31	-688.31	-2.27% 51,900.00	
<b>Total ExpType: 1 - Operating:</b>		<b>924,313.00</b>	<b>763,503.83</b>	<b>160,809.17</b>	<b>17.40%</b>	<b>7,432,883.00</b>	<b>6,256,996.83</b>	<b>1,175,886.17</b>	<b>15.82%</b>	<b>12,298,011.00</b>
<b>ExpType: 4 - Capital Related</b>										
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	54,377.00	54,377.53	-0.53	0.00%	334,998.00	334,998.13	-0.13	0.00% 334,998.00	
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	76,136.00	76,136.07	-0.07	0.00%	320,883.00	320,883.44	-0.44	0.00% 320,883.00	
<a href="#">1-5717-00</a>	Debt Service-Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00%	393,556.00	393,556.46	-0.46	0.00% 432,880.00	
<a href="#">1-5718-00</a>	Debt Service-First Foundation Bank - 20...	0.00	0.00	0.00	0.00%	351,624.00	351,624.20	-0.20	0.00% 417,365.00	
<a href="#">1-5719-00</a>	Debt Service-2025 COP Issuance	0.00	0.00	0.00	0.00%	352,788.00	352,597.89	190.11	0.05% 530,813.00	
<b>Total ExpType: 4 - Capital Related:</b>		<b>130,513.00</b>	<b>130,513.60</b>	<b>-0.60</b>	<b>0.00%</b>	<b>1,753,849.00</b>	<b>1,753,660.12</b>	<b>188.88</b>	<b>0.01%</b>	<b>2,036,939.00</b>
<b>Total Expense:</b>		<b>1,054,826.00</b>	<b>894,017.43</b>	<b>160,808.57</b>	<b>15.25%</b>	<b>9,186,732.00</b>	<b>8,010,656.95</b>	<b>1,176,075.05</b>	<b>12.80%</b>	<b>14,334,950.00</b>
<b>Report Total:</b>		<b>342,194.00</b>	<b>554,665.76</b>	<b>212,471.76</b>		<b>1,968,368.00</b>	<b>2,492,757.29</b>	<b>524,389.29</b>		<b>4,162,350.00</b>

**COASTSIDE COUNTY WATER DISTRICT**  
**MONTHLY INVESTMENT REPORT**  
**January 31, 2026**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 01/31/2026</b>	<b>Prior Year as of 01/31/2025</b>
CAPITAL AND OPERATING RESERVE	\$12,567,983.74	\$20,471,773.52
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$12,817,983.74</b>	<b>\$20,721,773.52</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$3,677,873.63	\$2,641,042.73
CSP T & S ACCOUNT	\$555,409.84	\$678,549.77
MONEY MARKET (CARTER HILL - DN TANK FINANCING)	\$808,112.17	\$8,001,753.85
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$7,775,788.10	\$9,399,627.17
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$12,817,983.74</b>	<b>\$20,721,773.52</b>

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

COASTSIDE COUNTY WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
FISCAL YEAR TO DATE 2025/2026 - January 2026

2.6.2026

\* Approved June 2025

Status	Approved* CIP Budget FY25/26	Actual To Date FY25/26	Projected FY25/26	Variance vs. Budget	% Completed	Project Status/ Comments
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**Equipment Purchases & Replacement**

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	n/a	Included in specific projects
99-02	Vehicle Fleet Replacement	Complete	\$ 50,000	\$ 101,474	\$ 101,474	\$ (51,474)	100% Includes replacement vehicle for truck damaged in Dec 2025 storms - will be partially recovered by insurance

**Facilities & Maintenance**

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 40,838	\$ 140,000	\$ -	29%	
23-13	Pilarcitos Canyon Culvert Replacement	Complete	\$ 100,000	\$ 178,742	\$ 178,742	\$ (78,742)	100%	
99-01	Meters	ongoing	\$ 10,000		\$ 10,000	\$ -	n/a	

**Pipeline Projects**

14-01/26	Highway 92 Potable Water Pipeline Emergency Restoration Project	Complete	\$ 700,000	\$ 236,773	\$ 350,000	\$ 350,000	100%	FY2025-26 includes predesign for Phase 2
21-01	Pipeline Replacement Projects: Alcatraz and Santa Cruz Aves/Redondo Beach Loop/Ocean Colony	In design	\$ 100,000		\$ -	\$ 100,000	0%	Moved to FY2026-2027
21-09	Upper Miramar Pipeline Replacement	In design	\$ 50,000		\$ 50,000	\$ -	0%	

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	Construction	\$ 9,000,000	\$ 6,604,137	\$ 9,800,000	\$ (800,000)	64%	Reflects timing between fiscal years
19-01	EI Granada #1 Tank Site Pump Station Replacement Project	Design	\$ 100,000		\$ 100,000		0%	Postponed
25-02	Upper Pilarcitos Well Field Replacements	Construction	\$ 2,000,000	\$ 114,638	\$ 3,500,000	\$ (1,500,000)	0%	
19-05/25-	Tanks - THM Control	Ongoing	\$ 200,000	\$ 154,850	\$ 200,000	\$ -	80%	

**Water Supply Development**

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 2,200,000	\$ 88,985	\$ 150,000	\$ 2,050,000	n/a	construction delayed
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**Water Treatment Plants**

23-06	Sedimentation Basin Rehabilitation	Design	\$ 250,000	\$ 27,211	\$ 200,000	\$ 50,000	0%	
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**UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2025/2026**

25-05	Potable Water Master Tank Plan	Feasibility		\$ 74,562	\$ 170,000	\$ (170,000)	40%	
26-03	Denniston WTP Pump #1 - 6-Stage Bowl Replacement	Complete		\$ 21,251	\$ 21,251	\$ (21,251)	100%	
26-04	Denniston WTP Permanganate Pump	Complete		\$ 22,793	\$ 22,793	\$ (22,793)	100%	
26-05	Nunes Generator Roof Project	Complete		\$ 32,585	\$ 32,585	\$ (32,585)	100%	
26-06	Denniston WTP Security Gate	Complete		\$ 19,100	\$ 19,100	\$ (19,100)	100%	
26-07	Pilarcitos Canyon Road Replacement	Design		\$ 576	\$ 25,000	\$ (25,000)	0%	
NN-00	Unscheduled CIP		\$ 100,000			\$ 100,000	0%	

**FY2025/2026 CIP TOTAL**      **\$ 15,050,000    \$ 7,718,517    \$ 14,970,945    \$ 79,055**

COASTSIDE COUNTY WATER DISTRICT  
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
 FISCAL YEAR TO DATE 2025/2026 - January 2026

2.6.2026

\* Approved June 2025

1/31/2026

Status	Approved* CIP Budget FY25/26	Actual To Date FY25/26	Projected FY25/26	Variance vs. Budget	% Completed	Project Status/ Comments
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**FY2024/2025 CARRYOVER PROJECTS**

23-09	Denniston Tank Roof Coating Project	Complete		\$ 18,750	\$ 18,750	\$ (18,750)	100%
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Green = approved by the Board/in process

**TOTAL - FY 2025/2026 CIP + PRIOR YEAR CARRYOVER**

\$ 15,050,000 \$ 7,737,267 \$ 14,989,695 \$ 60,305

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

Acct. No.5681

Patrick Miyaki - HansonBridgett, LLP

Legal

Month	Admin (General Legal Fees)	Water Supply Development	Recycled Water	Uninstalled Connection Transfer Program	Capital Improvement Projects	Labor & Employment	Cell Tower Leases	Public Records Requests	Litigation	Non CIP / Infrastructure (Project Review) <i>Reimbursable</i>	Total
Feb-25	12,041			769	3,999	7,115	1,256				25,179
Mar-25	7,347	977		1,049	233		698				10,303
Apr-25	5,580	419		571	1,116	2,604	186			884	11,359
May-25	7,394			1,497	419	2,522	419			1,117	13,366
Jun-25	6,831						47			884	7,761
Jul-25	8,206	93		1,923	224	3,312	558				14,314
Aug-25	2,372				6,428	372	47				9,218
Sep-25	5,580			3,277	4,655		1,814				15,325
Oct-25	8,333			120		3,348	977				12,777
Nov-25	6,045			1,663	2,348		5,694				15,750
Dec-25	7,749			1,029	1,302	1,116	465				11,661
Jan-26	9,051			1,335		1,907					12,293
<b>TOTAL</b>	<b>86,527</b>	<b>1,488</b>	<b>0</b>	<b>13,232</b>	<b>20,721</b>	<b>22,295</b>	<b>12,158</b>	<b>0</b>	<b>0</b>	<b>2,884</b>	<b>159,303</b>

	Contract Date	Not to Exceed		Status	FY 2023-2024	FY 2024-2025	FY 2025-2026
		Budget					
<b>CIP Project Management</b>							
Fiscal Year 2025-2026-Capital Improvement Management	1.13.2026	\$ 100,000.00	Open				\$ 6,628.96
Fiscal Year 2025-2026-Capital Improvement Management	10.9.2024	\$ 100,000.00	Open			\$ 77,991.67	\$ 21,992.46
Fiscal Year 2024-2025-Capital Improvement Management	1.9.2024	\$ 100,000.00	Complete	\$ 62,469.90		\$ 37,520.86	
Fiscal Year 2025-2026- Non-Complex Main line Extension Services	6.30.2025	\$ 25,000.00	Open			\$ 2,522.00	\$ 11,772.02
Fiscal Year 2023-2024 - Non-Complex Main line Extension Services	12.12.2023	\$ 25,000.00	Complete	\$ 11,801.40		\$ 13,840.06	
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Complete	\$ 4,201.34			
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Complete	\$ 34,038.14			
<b>Sub Total - CIP Project Management Services</b>		\$ 167,000.00		\$ 112,510.78	\$ 131,874.59	\$ 40,393.44	
<b>Highway 92 Potable Water Pipeline Phase 1 (2023)</b>	<b>14-01</b>	6.13.2023	\$ 135,400.00	Open	\$ 70,887.84	\$ 31,148.61	\$ 7,508.54
<b>Highway 92 Potable Water Pipeline Emergency Restoration-Design</b>	<b>23-10</b>	3.15.2023	\$ 247,600.00	Open	\$ 125,635.28	\$ 43,473.18	\$ 23,239.58
<b>Highway 92 Potable Water Pipeline Future Phases Geotechnical</b>	<b>14-01</b>	3.3.2023	\$ 54,200.00	Complete	\$ 23,313.72		
<b>Highway 92 Environmental Services During Construction</b>	<b>14-01</b>	1.8.2025	\$ 166,700.00	Open		\$ 83,484.07	\$ 31,699.84
<b>Highway 92 Potable Water Pipeline Phase 2 (2025) Predesign</b>	<b>26-01</b>	8.13.2025	\$ 85,500.00	Open			\$ 1,760.20
<b>Nunes WTP Sedimentation Basin Rehabilitation Design</b>	<b>23-06</b>	8.13.2025	\$ 236,600.00	Open			\$ 27,211.24
<b>Miramontes Point Road Water Main Replacement</b>	<b>22-01</b>	7.14.2021	\$ 177,300.00	Open			
<b>Medio Creek and Magellan Pipeline/Miramar Deadends Design</b>	<b>22-07</b>	3.15.2023	\$ 138,900.00	Open	\$ 50,313.73	\$ 7,782.58	
<b>Miramar Deadends Project - Biological Resources Assessment</b>	<b>22-07</b>	5.24.2023	\$ 18,200.00	Open	\$ 17,581.46	\$ 21,712.00	
<b>Alcatraz Ave, Santa Rosa Ave, and Ocean Colony Pipeline Projects</b>	<b>21-01</b>	1.9.2024	\$ 66,200.00	Open	\$ 41,027.74	\$ 11,268.66	
<b>Carter Hill Tank Replacement Project Support</b>	<b>21-07</b>	9.1.2024	\$ 50,000.00	Open		\$ 39,886.64	\$ 2,805.92
<b>Pilarcitos Wellfield Replacement Project</b>	<b>25-02</b>	10.9.2024	\$ 378,300.00	Open		\$ 279,724.08	\$ 84,993.75
<b>Pilarcitos Wellfield &amp; Slide Repair Environmental Services</b>	<b>25-02/23-13</b>	5.13.2025	\$ 268,760.00	Open		\$ 39,570.75	\$ 7,033.92
<b>Pilarcitos Slide Pipeline Feasibility Study</b>		12.3.2025	\$ 28,700.00	Open			\$ 575.90
<b>Potable Water Storage Master Plan</b>	<b>25-05</b>	5.13.2025	\$ 170,400.00	Open		\$ 2,315.30	\$ 73,035.87
<b>Coastal Interagency Supply Resiliency Study</b>		8.13.2025	\$ 24,500.00	Open			\$ 15,311.66
<b>SFPUC Pilarcitos Dam and Reservoir Improvement Project</b>	<b>5382</b>	10.9.2024	\$ 18,000.00	Open		\$ 6,913.66	
<b>Pilarcitos Creek Road Bank Stabilization &amp; Culvert Project</b>	<b>23-13</b>	10.9.2024	\$ 44,800.00	Open		\$ 49,419.93	\$ 62,745.98
<b>San Vicente Pipeline Project - Phase A</b>	<b>14-25</b>	1.14.2025	\$ 82,200.00	Open		\$ 27,017.20	\$ 1,586.52
<b>EG Tank #1 - Pre-design for New Pump Station</b>	<b>19-01</b>	6.13.2023	\$ 25,000.00	Complete	\$ 23,917.66		
<b>Highway 92 - Environmental Permitting Strategies</b>	<b>23-10</b>	5.24.2023	\$ 29,700.00	Complete	\$ 28,207.05		
<b>Highway 92 - 2017 Easements Land Description Packages</b>	<b>14-01</b>	8.18.2023	\$ 14,000.00	Complete	\$ 14,000.00		
<b>Highway 92 Environmental Permitting - Emergency Restoration</b>	<b>23-10</b>	3.15.2023	\$ 73,800.00	Complete	\$ 47,121.55	\$ 19,833.49	
<b>Poplar Street Water Main Replacement Project</b>	<b>23-02</b>	10.3.2022	\$ 29,200.00	Complete	\$ 6,199.05		

Total - All Services

\$ 560,715.86 \$ 795,424.74 \$ 379,902.36

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

Held at the Ted Adcock Center, 535 Kelly Avenue, Half Moon Bay (South (Sun) Day Room)

**Monday, January 12, 2026**

The Public was able to participate in the public meeting by joining the meeting in person.

- 1) ROLL CALL** – President Bob Feldman called the meeting to order at 9:00 a.m. Present at roll call: Vice President John Muller, Director Ken Coverdell and Director Chris Mickelsen. Director Glenn Reynolds arrived at 9:05 a.m.

Also present: Mary Rogren, General Manager; Jeffery Schneider, Assistant General Manager of Finance and Administration; Darin Sturdivan, Water Distribution Operations Manager; Sean Donovan, Water Treatment Plant Operations Manager; Gina Brazil, Administrative Services Manager; and Lisa Sulzinger, Administrative Analyst

Also participating: Jonathan Sutter, EKI Environment & Water, Inc.

- 2) PLEDGE OF ALLEGIANCE**

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

- 4) Strategic Planning Board Workshop**

Mr. Schneider, serving as facilitator, opened the workshop by presenting an overview of the workshop goals, guidelines and rules of engagement. Ms. Rogren then provided an overview of the District's prior strategic planning sessions in 2017 and 2021, along with a summary of major infrastructure and other significant project accomplishments since 2020.

Following a brief break, the meeting was reconvened at which time Mr. Schneider led a discussion on "SWOTT" (Strengths, Weaknesses, Opportunities, Threats and Trends) from the perspective of District staff. The discussion then turned to priority setting and

identifying potential areas of strategic focus for Board consideration over the upcoming year.

Next followed an exercise for each of the Board members and staff to vote on the top three key areas of focus. The three top areas of focus voted on by ranking are: 1) capital improvement program including development of a master tank plan; 2) financial planning; and 3) alternative water sources. Next steps will include meeting with the applicable Board Committees to develop measurable goals for these key focus areas and to consider impacts to the Operations and Maintenance Budget and Capital Improvement Program.

**5) ADJOURNMENT** – Special Board Meeting Adjourned at 11:33 a.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Bob Feldman, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, January 13, 2026**

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

**1) ROLL CALL** – President Feldman called the meeting to order at 6:00 p.m. Present at roll call in person in the Board room: Vice President John Muller, Director Ken Coverdell, Director Chris Mickelsen, and Director Glenn Reynolds.

Also present: Mary Rogren, General Manager, Jeffrey Schneider, Asst. General Manager Finance/Administration, Patrick Miyaki, Legal Counsel, Gina Brazil, Administrative Services Manager, Sean Donovan, Water Treatment Plant Operations Manager, Nancy Trujillo, Utility Billing/Accounting Manager; and Lisa Sulzinger, Administrative Analyst

Also present:  
Jonathan Abadesco, C.J. Brown & Company, CPAs  
Jonathan Sutter, EKI Environment & Water, Inc.

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

There was no public comment.

President Feldman thanked Director Reynolds for his outstanding job last year as President.

**4) CONSENT CALENDAR**

- A.** Approval of disbursements for the month ending December 31, 2025:  
Claims: \$ 1,662,532.31; Payroll: \$ 255,101.28 for a total of \$ 1,917,633.59  
*December 2025 Monthly Financial Claims reviewed and approved by Director Reynolds*
- B.** Acceptance of Financial Reports

- C. Approval of Minutes of December 9, 2025, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report – December 2025
- G. Leak/Flushing Report – December 2025
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – November 2025 and December 2025
- J. Water Service Connection Transfer Report for December 2025
- K. Notice of Completion – Nunes Water Treatment Plant Generator Roof Replacement

Director Reynolds stated he reviewed the financial claims and found them all to be in order.

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

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

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

- Director Coverdell, Vice President Muller and President Feldman commented on the Strategic Planning Board Workshop that took place on January 12, 2026.
- Director Mickelson reported on the upcoming BAWSCA meeting

**6) GENERAL BUSINESS**

**A. Accept the Coastside County Water District Basic Financial Statements and Independent Auditor's report for Fiscal Year Ending June 30, 2025.**

Mr. Schneider introduced the District's independent auditor Jonathan Abadesco of C.J. Brown & Company, CPAs. Mr. Abadesco's presentation included a summary of the Basic Financial Statements, Independent Auditor's Report for fiscal year ending June 30, 2025, and internal controls. He reported the results, an unmodified "clean" opinion with regards to the financial statements. No material weaknesses or significant deficiencies in the District's internal controls were identified.

**ON MOTION BY Vice President Muller and seconded by Director Reynolds, the Board voted by roll call vote to accept the Coastside County Water District Basic Financial Statements and Independent Auditor's report for Fiscal Year Ended June 30, 2025**

Director Coverdell	Aye
Director Mickelsen	Aye

Director Reynolds	Aye
Vice-President Muller	Aye
President Feldman	Aye

**B. Approval of Amendment to a Professional Services Agreement with EKI Environment and Water, Inc. for Additional Engineering Services for the Alcatraz Avenue, Santa Rosa Avenue, and Alto Avenue Pipeline Replacement Project.**

Ms. Rogren summarized that in August 2024 the District contracted with EKI Environment & Water, Inc. (EKI) engineering design for Alcatraz Avenue, Santa Rosa Avenue and Ocean Colony Pipeline Replacement Project that is now 90% complete. District Staff would now like to change the scope of the project and combine Alcatraz Avenue and Santa Rosa Avenue projects with a new project, Alto Avenue, as these pipelines are all located in the Miramar area. The Alto Avenue portion of the pipeline replacement will provide the neighborhood below the Miramar Tank with adequate fire flow should the Miramar Tank need to be taken out of service for maintenance.

Director Coverdell realized that he owns property that is within 1,000 sq feet of the project, stated that he had a conflict of interest, and left the room.

**ON MOTION BY Director Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to authorize the General Manager to enter into an amendment to a professional services agreement with EKI Environment and Water, Inc. (dated January 10, 2024) for additional engineering services for the Alcatraz Avenue, Santa Rosa Avenue, and Alto Avenue Pipeline Replacement Project for \$66,000.**

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

Director Coverdell returned to the Board room.

**C. Approval of Amendment to a Professional Services Agreement with EKI Environment and Water, Inc. for Capital Project Management and As-Needed Engineering Services.**

Ms. Rogren summarized that the current agreement with EKI Environment & Water, Inc. (EKI) for capital project management was executed in October 2024, for \$100,000 and those funds are now fully expended. Based on EKI's past responsiveness and

excellent support, staff recommends the Board approve a professional services agreement for capital project management and as-needed engineering support including hydraulic modeling, for the next 12 months.

**ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted by roll call vote to authorize the General Manager to retain the professional services of EKI Environment and Water, Inc. for capital project management and as needed engineering support, including hydraulic modeling for 12 months for a not-to-exceed budget of \$100,000.**

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

**D. Quarterly Financial Review.**

Mr. Schneider summarized the year-to-date revenue and expenses for the first six months of fiscal year 2025-2026. He provided an overview of the District's Cash Reserves and the Capital Improvement Program expenditures.

**E. Review of District Board Committees. Consider and Approve Appointments of Board Members to the Coastside County Water District Board Committees, and Appointment of District representatives to External Organizations and Associations. Consider and Approve Establishment of New Advisory Committee(s) and External Organization Representation.**

Ms. Rogren summarized that each January the Board reviews the membership of the Board committees and the appointments to external organizations. President Feldman requested that this item be deferred until the February 10, 2026 Board of Directors Meeting.

**F. Appointment of Coastside County Water District Board Member Representative Alternate(s) to Participate in San Mateo Local Agency Formation Commission (LAFCO) Election of Officers.**

Ms. Rogren reminded the Board that this is an annual action that the Board designate an alternate to participate in LAFCO's election of officers in case the Board President is not available. Past practice is to appoint the Vice President followed by the Board member in order of seniority.

**ON MOTION BY Director Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to appoint Coastside County Water District Board Member Representative**

**Alternate(s) by name: Vice President Muller, and Directors Coverdell, Mickelsen, Reynolds to participate in San Mateo Local Agency Formation Commission (LAFCo) election of Officers.**

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

**G. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #15**

Ms. Rogren provided an update on the progress made on the Carter Hill Prestressed Tank and Seismic Upgrades Project during December 2025.

**H. Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Procure a New Ford F150 4x4 Crew Cab Pickup.**

Ms. Rogren summarized that during the December 23, 2025, windstorm a tree fell on a District truck and significantly damaged it to the point of totaling the truck. Staff has been working with the insurance provider to determine the insurance recovery on the loss. In the meantime, staff recommends that the District move forward with replacing the truck. Staff has reached out to three dealerships to locate an in-stock replacement truck equipped with the District's configuration. Staff would like the flexibility to complete the purchase with a dealership with the lowest cost/best available option.

**ON MOTION BY Director Coverdell and seconded by Vice President Muller, the Board voted by roll call vote to waive the procedural requirements for sealed competitive bids and authorize the General Manager to procure a new Ford F150 4x4 Crew Cab pickup for a not-to-exceed amount of \$55,000.**

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

**7) MONTHLY INFORMATIONAL REPORTS**

**A. General Manager's Report**

- Ms. Rogren reported on the District's WaterSmart tool. As of the calendar end of 2025, staff sent out 777 leak alerts to customers. 44% of the District's customers are currently registered in the WaterSmart web portal.

- The District received ACWA JPIA's President's Special Recognition Award for maintaining "exceptionally low" claim costs in Property Insurance Program during the period 7/1/2021 - 6/30/2024.

**B. Operations Report**

Mr. Donovan summarized the operation highlights for the month of December 2025.

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

There were no requests for future agenda items.

**9) CLOSED SESSION**

**A. Public Employee Performance Evaluation**  
Pursuant to California Government Section 54957  
Title: General Manager

**10) RECONVENE TO OPEN SESSION**

The meeting reconvened to open session at 8:58 p.m. with President Feldman reporting that no action was taken in the closed session.

**11) ADJOURNMENT - Board Meeting Adjourned at 8:58 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Bob Feldman, President  
Board of Directors

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

FY 2025 / 2026

5/8" meter = 1.0 connection

3/4" meter = 1.5 connections

1" meter = 2.5 connections

1.5" meter = 5.0 connections

2" meter = 8 connections

3" meter= 17.5 connections

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2026**

	CCWD Sources			SFPUC Sources				
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	17.60	0.00	26.99	11.50	56.09	4.04	52.05
<b>AUG</b>	0.00	15.80	0.00	29.56	11.56	56.92	4.37	52.55
<b>SEPT</b>	0.00	13.00	0.00	26.69	7.77	47.46	2.84	44.62
<b>OCT</b>	0.00	7.60	0.00	24.10	9.28	40.98	2.62	38.36
<b>NOV</b>	0.00	14.30	14.83	5.84	1.08	36.05	3.30	32.75
<b>DEC</b>	0.00	11.50	13.85	9.03	0.00	34.38	3.15	31.23
<b>JAN</b>	0.00	10.40	18.86	6.29	0.00	35.55	2.86	32.69
<b>FEB</b>						0.00		0.00
<b>MAR</b>						0.00		0.00
<b>APR</b>						0.00		0.00
<b>MAY</b>						0.00		0.00
<b>JUN</b>						0.00		0.00
<b>TOTAL</b>	0.00	90.20	47.54	128.50	41.19	307.43	23.18	284.25
% MONTHLY TOTAL	0.0%	31.4%	0.0%	48.1%	20.5%	100.0%	7.2%	92.8%
% ANNUAL TO DATE TOTAL	0.0%	29.3%	15.5%	41.8%	13.4%	100.0%	7.5%	92.5%

CCWD vs SFPUC- month

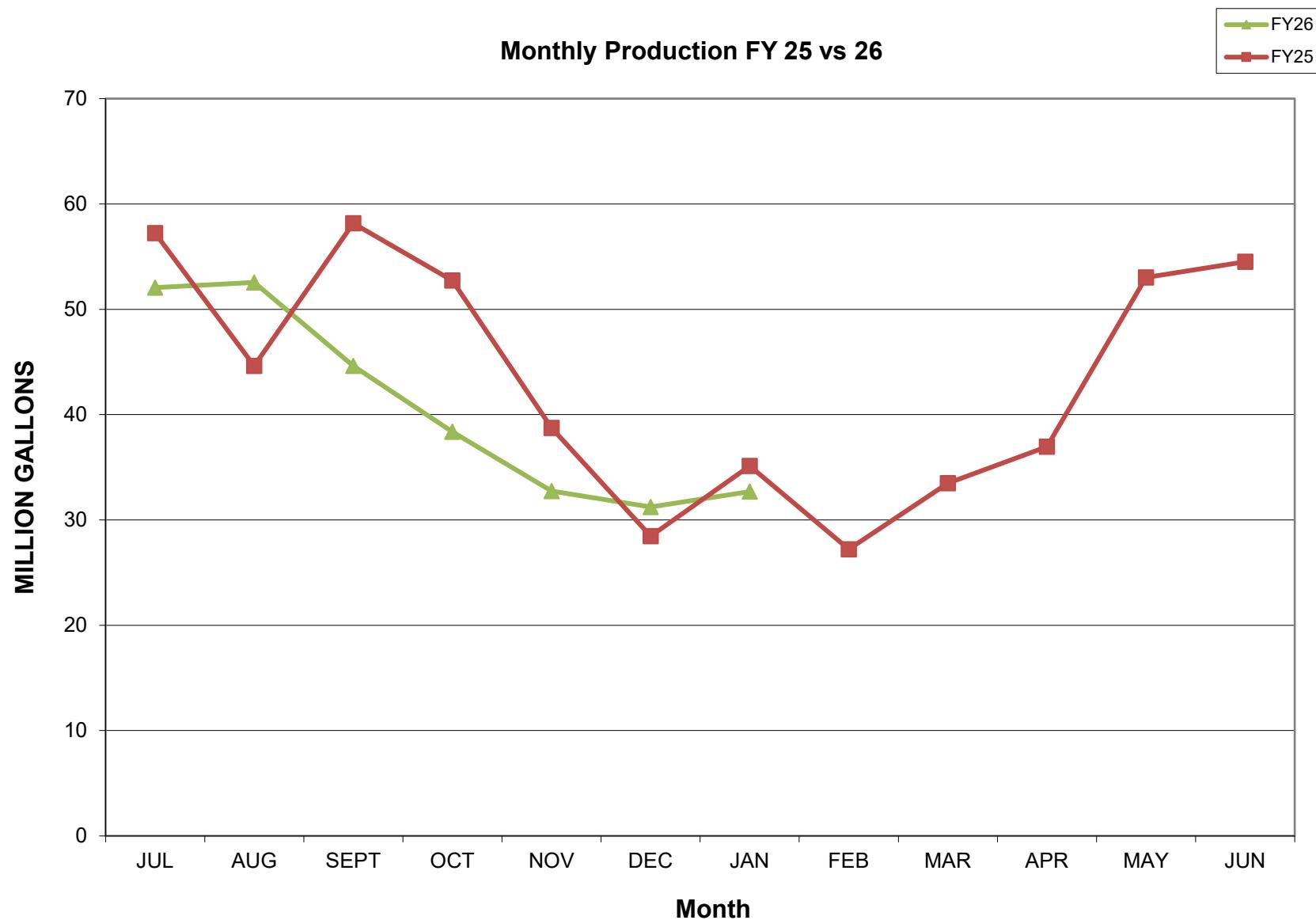
31.4%

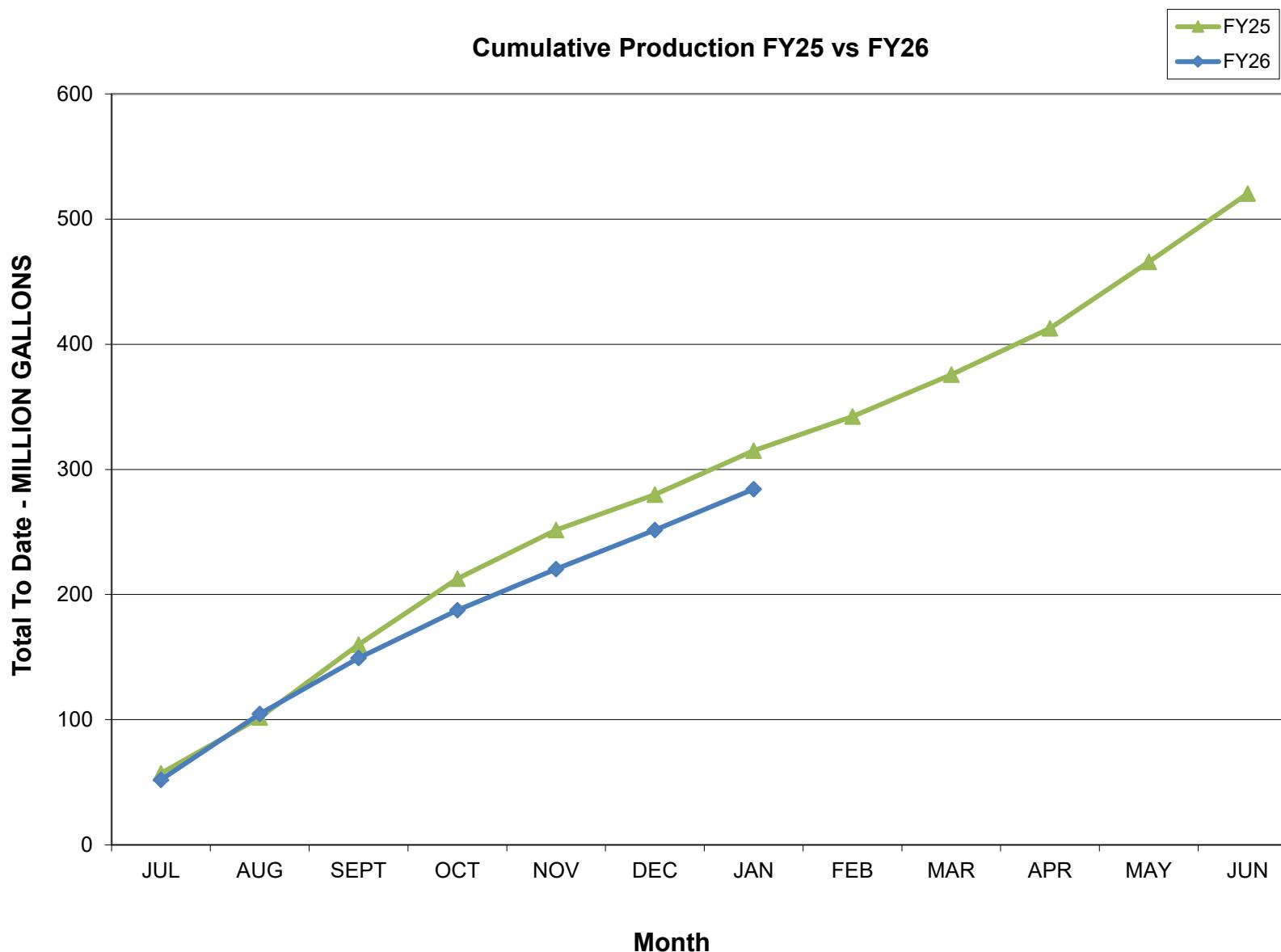
CCWD vs SFPUC- annual

44.8%

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2025**

	CCWD Sources			SFPUC Sources				
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	13.20	0.00	26.41	21.34	60.95	3.73	57.22
<b>AUG</b>	0.00	14.60	0.00	9.07	24.80	48.47	3.84	44.63
<b>SEPT</b>	0.00	14.90	0.00	0.00	46.17	61.07	2.91	58.16
<b>OCT</b>	0.00	0.00	0.00	24.84	30.12	54.96	2.24	52.72
<b>NOV</b>	0.00	0.00	17.88	18.89	4.16	40.93	2.21	38.72
<b>DEC</b>	0.00	0.00	16.94	13.76	0.00	30.70	2.24	28.46
<b>JAN</b>	0.00	0.00	19.03	14.88	3.45	37.36	2.23	35.13
<b>FEB</b>	0.00	0.00	16.4	12.83	0.06	29.29	2.07	27.22
<b>MAR</b>	0.00	1.60	17.89	14.08	3.15	36.72	3.22	33.50
<b>APR</b>	0.01	14.20	0.00	22.44	3.44	40.08	3.12	36.96
<b>MAY</b>	0.00	19.50	0.00	28.47	8.08	56.05	3.04	53.01
<b>JUN</b>	0.00	20.10	0.00	29.32	8.96	58.38	3.86	54.52
<b>TOTAL</b>	0.01	98.10	88.14	214.99	153.73	554.97	34.71	520.26
% Annual Total	n/a	17.7%	15.9%	38.7%	27.7%	0.0%	6.3%	93.7%





**Coastside County Water District Monthly Sales By Category (MG)**  
**FY2026**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	26.41	26.56	26.88	24.83	21.31	20.72	20.72						167.44
COMMERCIAL	2.98	3.05	3.02	3.03	2.69	2.80	2.72						20.30
RESTAURANT	1.60	1.78	1.64	1.78	1.43	1.34	1.46						11.02
HOTELS/MOTELS	2.80	2.86	2.73	2.67	2.26	2.07	2.19						17.59
SCHOOLS	0.54	0.61	0.49	0.50	0.23	0.21	0.15						2.71
MULTI DWELL	2.62	2.65	2.62	2.66	2.40	2.35	2.38						17.69
BEACHES/PARKS	0.59	0.72	0.53	0.48	0.27	0.17	0.16						2.93
AGRICULTURE	1.41	1.35	1.41	1.31	1.12	1.39	1.79						9.77
RECREATIONAL	0.25	0.25	0.25	0.24	0.22	0.19	0.21						1.61
MARINE	0.32	0.39	0.49	0.35	0.32	0.30	0.42						2.58
RES. IRRIGATION	1.76	1.70	1.73	1.10	0.52	0.29	0.16						7.26
DETECTOR CHECKS	0.01	0.02	0.00	0.00	0.00	0.00	0.00						0.04
NON-RES. IRRIGATION	2.39	0.43	3.35	0.58	0.19	0.11	0.07						7.12
RAW WATER	9.46	9.86	4.75	2.27	4.09	0.00	0.00						30.42
PORTABLE METERS	0.25	0.22	0.27	0.13	0.16	0.12	0.04						1.18
CONSTRUCTION	0.21	0.22	0.21	0.20	0.18	0.17	0.15						1.34
<b>TOTAL - MG</b>	<b>53.59</b>	<b>52.65</b>	<b>50.39</b>	<b>42.14</b>	<b>37.39</b>	<b>32.23</b>	<b>32.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>301.01</b>

Non Residential Usage 27.18  
**Running 12 Month Total** 498.05  
12 mo Residential 276.79  
12 mo Non Residential 221.27

**FY2025**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.94	27.90	26.65	25.55	24.43	21.77	20.74	18.48	19.36	20.52	24.51	26.49	284.32
COMMERCIAL	3.21	3.18	2.97	3.01	3.02	2.75	2.53	2.34	2.45	2.57	2.76	2.75	33.55
RESTAURANT	1.83	1.85	1.63	1.67	1.53	1.27	1.43	1.15	1.38	1.47	1.65	1.65	18.51
HOTELS/MOTELS	2.65	3.14	2.75	2.54	2.44	2.03	2.10	1.84	1.89	2.15	2.41	2.57	28.50
SCHOOLS	0.77	0.70	0.80	0.63	0.36	0.23	0.14	0.21	0.17	0.20	0.29	0.65	5.15
MULTI DWELL	2.72	2.77	2.73	2.52	2.45	2.31	2.26	2.05	2.22	2.40	2.53	2.68	29.64
BEACHES/PARKS	0.85	0.99	0.82	0.48	0.35	0.16	0.21	0.13	0.15	0.21	0.25	0.56	5.16
AGRICULTURE	1.92	2.15	2.19	2.07	1.60	1.30	1.19	1.28	1.96	1.78	1.47	1.43	20.34
RECREATIONAL	0.23	0.25	0.25	0.26	0.30	0.31	0.31	0.28	0.19	0.20	0.23	0.24	3.07
MARINE	0.36	0.38	0.36	0.34	0.29	0.29	0.39	0.28	0.24	0.23	0.29	0.31	3.75
RES. IRRIGATION	1.65	1.68	1.51	1.24	1.07	0.24	0.16	0.25	0.33	0.30	0.97	1.66	11.06
DETECTOR CHECKS	0.02	0.03	0.02	0.01	0.01	0.01	0.01	0.00	0.01	0.00	0.00	0.00	0.14
NON-RES. IRRIGATION	2.48	1.52	3.54	2.25	0.94	0.20	0.13	0.11	0.10	0.14	1.61	4.16	17.17
RAW WATER	4.20	4.98	6.48	7.25	4.17	2.63	0.00	3.23	0.00	2.90	8.31	5.68	49.82
PORTABLE METERS	0.34	0.46	0.32	0.34	0.32	0.07	0.07	0.08	0.06	0.09	0.19	0.27	2.61
CONSTRUCTION	0.38	0.37	0.29	0.27	0.26	0.23	0.21	0.20	0.21	0.21	0.23	0.23	3.11
<b>TOTAL - MG</b>	<b>51.55</b>	<b>52.35</b>	<b>53.31</b>	<b>50.44</b>	<b>43.54</b>	<b>35.82</b>	<b>31.87</b>	<b>31.89</b>	<b>30.73</b>	<b>35.39</b>	<b>47.71</b>	<b>51.32</b>	<b>515.90</b>

**Running 12 Month Total** 515.90  
12 mo Residential 284.32  
12 mo Non Residential 231.58

MONTH		January-26		Coastside County Water District Monthly Discharge Report							
EMERGENCY MAIN AND SERVICE REPAIRS											
C o u n t	Date Reported Discovered	Date Reported	Date Repaired	Time Repaired	Estimated Duration of Leak	(Identifier) Location	Estimated Water Volume Loss (MG)	Class Type	Material Type	Size (Inches)	Work Order Number
1	1/18/2026	1745	1/22/2026	1200	90 Hours	2008 Bordeaux Lane	0.001	Service	Copper	1"	9168
2											
3											
4											
5											
6											
7											
8											
				Total	0.001						

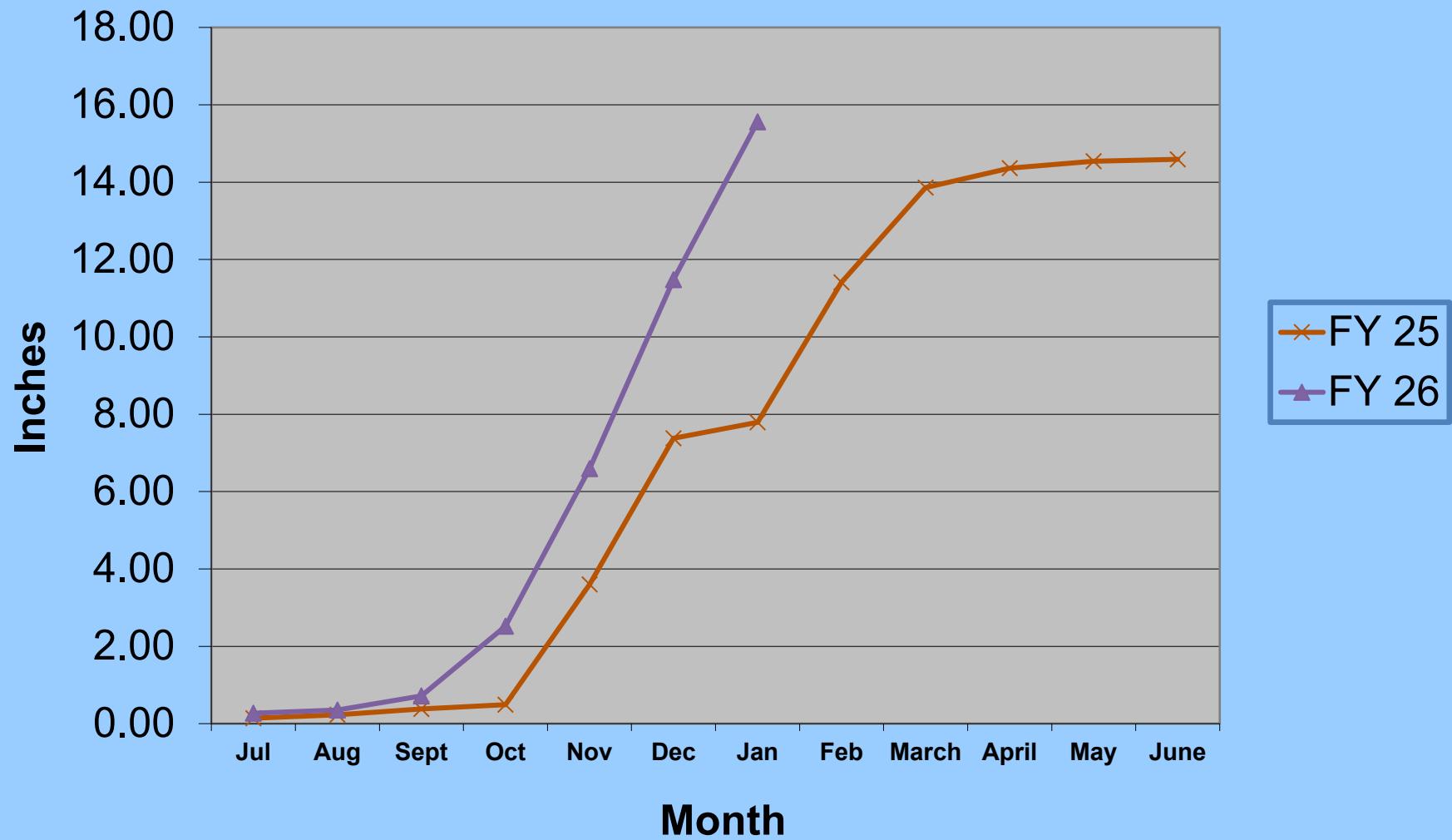
OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.006
Reservoir Cleaning	0.000
Automatic Blowoffs	0.188
Dewatering Operations	0.000
Other (includes flow testing)	0.010
DISCHARGES GRAND TOTAL (MG)	
<b>0.204</b>	

Coastside County Water District  
 766 Main Street  
 July 2025 - June 2026

Nunes  
 Rainfall in Inches

	2025						2026					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0.01	0.00	0.00	0.02	0.00	0.00	0.70					
2	0.01	0.02	0.00	0.45	0.00	0.00	0.18					
3	0.00	0.00	0.00	0.00	0.00	0.00	0.09					
4	0.00	0.00	0.00	0.00	0.00	0.00	1.30					
5	0.00	0.00	0.00	0.00	0.06	0.00	1.53					
6	0.00	0.00	0.00	0.00	0.00	0.00	0.08					
7	0.00	0.00	0.00	0.00	0.00	0.00	0.07					
8	0.02	0.00	0.00	0.00	0.00	0.00	0.00					
9	0.00	0.00	0.01	0.00	0.00	0.00	0.00					
10	0.00	0.00	0.11	0.00	0.00	0.00	0.00					
11	0.00	0.00	0.00	0.00	0.00	0.00	0.00					
12	0.00	0.00	0.00	0.00	0.01	0.00	0.00					
13	0.00	0.00	0.00	1.29	1.80	0.00	0.00					
14	0.00	0.04	0.00	0.00	0.00	0.00	0.00					
15	0.02	0.00	0.01	0.01	0.24	0.00	0.00					
16	0.00	0.00	0.00	0.00	0.40	0.00	0.00					
17	0.01	0.00	0.00	0.00	1.36	0.54	0.00					
18	0.00	0.00	0.05	0.00	0.02	0.01	0.00					
19	0.00	0.00	0.00	0.00	0.00	0.28	0.00					
20	0.00	0.00	0.00	0.00	0.18	0.13	0.00					
21	0.03	0.00	0.00	0.00	0.00	0.06	0.00					
22	0.05	0.00	0.00	0.00	0.00	0.75	0.00					
23	0.00	0.00	0.00	0.00	0.00	0.13	0.00					
24	0.00	0.00	0.00	0.00	0.00	0.58	0.00					
25	0.02	0.00	0.10	0.03	0.00	1.57	0.00					
26	0.03	0.00	0.00	0.00	0.00	0.09	0.00					
27	0.05	0.00	0.00	0.00	0.00	0.03	0.00					
28	0.00	0.02	0.04	0.00	0.00	0.00	0.13					
29	0.00	0.00	0.05	0.00	0.00	0.00	0.00					
30	0.00	0.00	0.00	0.00	0.00	0.00	0.00					
31	0.02	0.00		0.00		0.72	0.00					
Mon.Total	0.27	0.08	0.37	1.80	4.07	4.89	4.08	0.00	0.00	0.00	0.00	0.00
Year Total	0.27	0.35	0.72	2.52	6.59	11.48	15.56	15.56	15.56	15.56	15.56	15.56

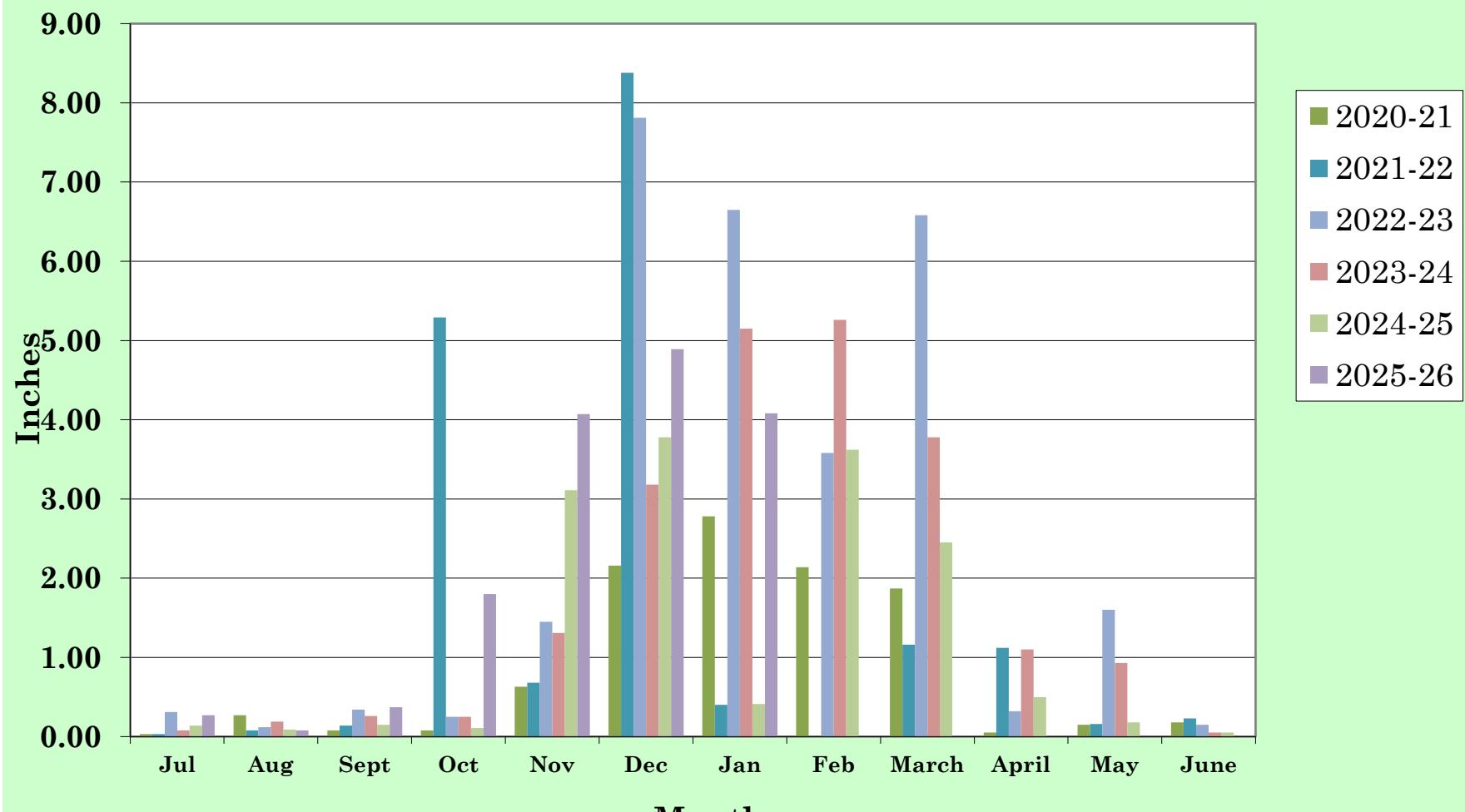
## Rainfall Total Comparison Fiscal Years 2025-26 vs. 2024-25



# Coastside County Water District

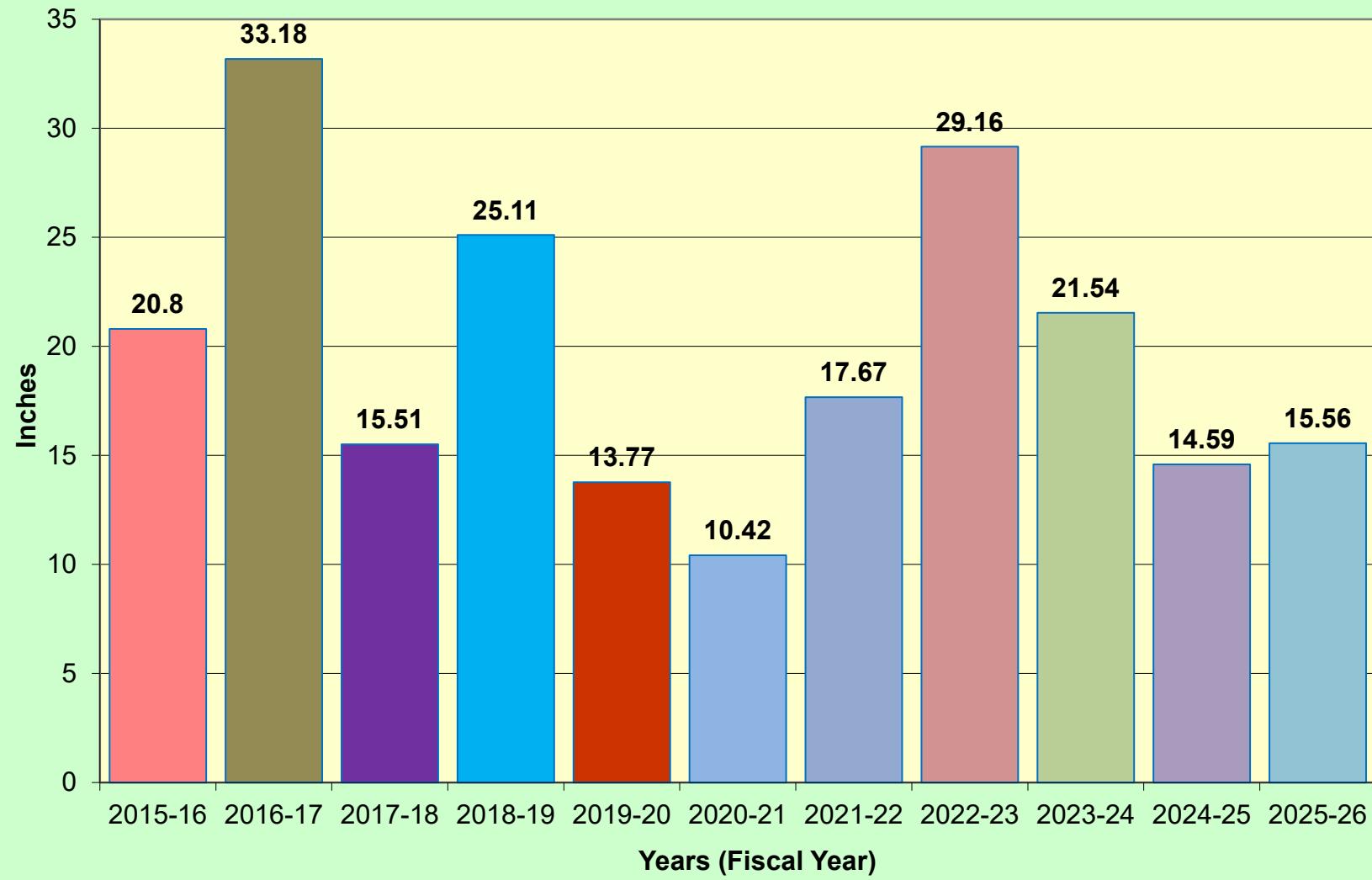
## Rainfall by Month

Fiscal Years 2021 - 2026



## Rain Totals

### Fiscal Years 2016- 2026



## STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jeffrey Schneider, Assistant General Manager

Agenda: February 10, 2026

Report Date: February 6, 2026

Agenda Title: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ended June 30, 2025

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### **Recommendation/Motion:**

**Authorize the General Manager to write off bad debts for Fiscal Year 2024-2025 (July 1, 2024 to June 30, 2025) in the total amount of \$9,041.16.**

### **Background:**

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts that have not been collected throughout the fiscal year. The total for Fiscal Year 2024-2025 is \$9,041.16 as detailed in the attached table.

These bad debts only include customers who have discontinued service with the District without rendering payment of their final closing bills. Staff efforts to locate the customers and collect payment of these accounts have been exhausted.

The following represents the bad debt amounts written off over the past five (5) fiscal years:

Fiscal Year 2023-2024:	\$4,455
Fiscal Year 2022-2023:	\$5,686
Fiscal Year 2021-2022:	\$9,296
Fiscal Year 2020-2021:	\$86,368
Fiscal Year 2019-2020:	\$11,115

### **Fiscal Impact:**

This amount was charged to expense on the FY2024-2025 Financial Statements.

**STAFF REPORT****Agenda: February 10, 2026****Subject: Bad Debt Write-Offs for Fiscal Year 2024-2025****Page 2**

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**Coastside County Water District**  
**Bad Debt Write-Offs for Fiscal Year 2024-2025**

<b>Name</b>	<b>Amount Due</b>
SANDRA JUAREZ	\$ 932.52
SHIZHONG WANG	\$ 81.83
JOHN E. HILLIARE	\$ 654.60
ANGELA FORTE	\$ 62.50
MARJAN VARZANDEH	\$ 61.72
JASON GOECKE	\$ 592.24
JIM TJOGAS	\$ 51.00
ALLEN STEWART	\$ 47.60
DAVID W. ESSER	\$ 460.53
RENATO CAPISTRANO	\$ 45.91
ALEC SILVA	\$ 391.83
ROXANNE ESCOBEDO	\$ 371.98
ADI PRANATA	\$ 353.11
SUZANNE BLACK	\$ 32.34
SONIA VIDRIO	\$ 305.14
ANIKA SHAHI	\$ 280.03
KRISTY LINCOLN	\$ 232.05
SIMON LO	\$ 23.54
WILLIAM SHIMP	\$ 155.62
RENATO CAPISTRANO	\$ 131.09
SEVILLE TAPAS, INC.	\$ 125.38
TERI SANDOVAL	\$ 1,463.23
JENNIFER CARTER	\$ 1,011.86
RITE AID STORE #5885	\$ 1,173.51
<b>TOTAL Bad Debt Write-Offs</b>	<b>\$ 9,041.16</b>

## STAFF REPORT

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Date:** **February 6, 2026**

**Agenda Title:** Consider Approval of Resolution 2026-01 Amending and Recodifying the Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines.

---

### **Recommendation/Motion:**

**Adopt Resolution 2026-01 amending and recodifying the regulations regarding water utility system improvements, including new and modified water service connections to existing water mainlines.**

### **Background:**

The District's current regulations for water utility system improvements were last modified by resolution in 2003. This is a significant update and the amended regulations will provide more clarity for applicants required to complete a mainline extension or install a new water service. After this initial effort to bring the regulations up to date from 2003, future updates should take less effort.

### **Amended Regulations:**

The regulations were modified and restructured to correspond to current workflow, current engineering practices, and industry standards. The modifications took place over numerous meetings with the General Manager, Administration, Engineering (EKI Environment and Water, Inc.), Operations, and Water Resources. The amended regulations will assist the District in effectively communicating requirements for mainline extensions and new or modified water services.

The amended regulations were restructured and include a Definitions section (A), a Water Utility System Improvements section that covers all the mainline extensions (B), a section on adding a Service Connection to an Existing Water Mainline (C), an Engineering and Construction section (D), and (E) Appeals section.

The following is a brief list of the modifications.

- 1) The title of the regulations was changed to Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines. The name change also reflects the removal of the construction and materials section from the regulations.
- 2) The construction standards, approved materials, and standard drawings section was removed from the regulations and instead that section became the Standard Specifications and Standard Drawings document. This is now a stand-alone document. By keeping the Standard Specifications and Standard Drawings as a separate document, it allows the District Engineer and District staff the flexibility to update and create custom specifications if a development has unique site conditions, or if a specific material or pipeline appurtenance has been discontinued. It is not practical to create standards and drawings for every conceivable water utility installation. The most recent revisions were completed in June 2025 to include the District's Cross Connection Control Program and Plan requirements. These standards are revised routinely to keep up with changes to regulations, AWWA standards, materials, and product availability. If an applicant just needs to add a water service connection to an existing mainline, the Standard Specifications and Standard Drawings provide most of the information they will need for water and fire services.
- 3) Added language to help clarify the requirements for initial submittals, interim submittals, the final submittal, and the final acceptance procedures.
- 4) Removed dollar amounts for fees and charges from the regulations and refer applicants to the Rate and Fee Schedule. This will allow the applicant to look in one central document for all related fees for their development and make it easier to update fees.
- 5) The appeals section was added and it newly designates the General Manager to hear all appeals related to the regulations.
- 6) The definitions section was updated to reflect the changes in the regulations.
- 7) Required electronic (pdf) submittal documents (drawings) to reflect the District efforts to move away from paper.
- 8) Updated the "as-built" requirements to easily integrate into the District's geographical information system.
- 9) Updated the Engineering and Construction section.
  - a. Specified the minimum length of pipeline for pipeline extensions.
  - b. Removed outdated products (e.g., meter lids, fire hydrants, and valve boxes) from the regulations.

- c. Removed references to outdated backflow requirements and now reference the District's Cross Connection Control Program and Plan.
- d. Included revised maximum velocity (feet per second) requirements for pipelines.
- e. Updated sizing of water services and meters.
- f. Removed design criteria that referenced outdated standardized domestic daily demand and outdated fire flows.

10) Reference to the previous District Engineer – James Teter - was removed from the regulations.

11) Kept all references to Transmission and Storage fees. And kept the table depicting peak flow capacity, meter size, and equivalent water connections.

### **Next Steps**

The District will post the amended regulations to the website. District Staff will focus their attention on modifying the General Regulations for Water Service and the Rate and Fee Schedule.

### **Fiscal Impact:**

Any costs associated with the regulations will be borne by applicants.

### **Attachments:**

- (A) Resolution 2026-01
- (B) Amended Regulations
- (C) Redlined Regulations
- (D) [Link to Standard Specifications and Standard Drawings](#) on the District's website

# **ATTACHMENT A**

**RESOLUTION No. 2026-01**  
**A RESOLUTION OF THE**  
**COASTSIDE COUNTY WATER DISTRICT**  
**AMENDING AND RECODIFYING THE REGULATIONS REGARDING WATER**  
**UTILITY SYSTEM IMPROVEMENTS, INCLUDING NEW AND MODIFIED**  
**WATER SERVICE CONNECTIONS TO EXISTING WATER MAINLINES**

**WHEREAS**, the Board of Directors of the Coastsde County Water District adopted the District's Regulations Regarding Water Service Extensions and Water System Improvements, Engineering and Construction Standards and Approved Materials as most recently amended in 2003 by Resolution No. 2003-11; and

**WHEREAS**, District staff, in conjunction with EKI Environment and Water, Inc., have evaluated these regulations and determined that they should be clarified, simplified, updated, and brought current to comply with District practices and procedures; and

**WHEREAS**, as part of this update, staff suggests that the title of these regulations should be changed to Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the Coastsde County Water District hereby adopts the amended and recodified Regulations Regarding Water Utility System Improvements, Including New and Modified Water Service Connections to Existing Water Mainlines, which are attached and incorporated into this resolution.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of February 2026 by the following votes of the Board of Directors:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

Robert Feldman, President  
Board of Directors

**ATTEST:**

Mary Rogren, General Manager  
Secretary of the Board

# **ATTACHMENT B**

UPDATED FEBRUARY 10, 2026 (based upon feedback from meeting with Facilities Committee on February 9, 2026).

**ATTACHMENT B**

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**COASTSIDE COUNTY WATER DISTRICT**

**REGULATIONS REGARDING WATER UTILITY SYSTEM IMPROVEMENTS, INCLUDING  
NEW AND MODIFIED WATER SERVICE CONNECTIONS TO EXISTING WATER  
MAINLINES**

**Recodified through Resolution No. 2026-01**

**DRAFT – February 0310, 2026**

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<b>B. WATER UTILITY SYSTEM IMPROVEMENTS .....</b>	<b>3</b>
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## A. Definitions

Agent: The term "agent" means an applicant's engineer, legal counsel, or other consultant authorized to make decisions on behalf of the Applicant.

Applicant: Owner of property applying for water service

Approved Contractor's List: List of contractors approved by the District to construct Water Utility System Improvements, including water mainline extensions, water services, and fire services connecting to the District's water system.

"As-Built" or Record Drawing: A document that shows the final conditions of a completed Development, including all deviations, changes, and modifications made during construction that differ from the original design plans.

Assessor Parcel Number (APN): The San Mateo County Assessor's identification number for a specific property. The APN is used by the District to assign water connections to a property within the District's jurisdictional boundaries. Water connections are installed for a unique APN and cannot be shared.

Cross Connection Control Program and Plan (CCCPP): The plan and program prepared and implemented by the District in accordance with the requirements of the California Cross-Connection Control Policy Handbook to prevent backflow of water and/or other liquids, gases, or other substances into the public water system via a cross-connection, or interconnection between a potable water system and a non-potable source.

California Plumbing Code (CPC): This is part 5 of thirteen parts of compilation and publication of the California Code of Regulations, Title 24.

Development: The transformation of land or structures that involves water or fire service – from Coastsid County Water District - for residential, commercial, industrial, agricultural, or public purposes. It is generally managed through a cycle of planning, design, engineering, and regulatory approvals in cooperation with other local agencies

District: The Coastsid County Water District.

District Engineer: A qualified and licensed civil engineer retained by the District,

as deemed appropriate by the District in its sole discretion, acting either directly or through the District, acting within the scope of the particular duties delegated to them.

District Manager: The General Manager or Manager of the District or their assigned representative.

Mainline: A water pipeline owned and maintained by the District that is an artery of the District's distribution system and delivers water to smaller service lines that connect to individual customer connections. Also referred to as mains.

Maintenance Bond: A surety bond that guarantees a contractor will fix any defects in materials, workmanship, or design that appear during a specific maintenance or warranty period after a construction Development is completed.

Offsite: Located outside of the Development.

Onsite: Located within the Development.

Payment Bond: A surety bond that guarantees a contractor will pay its subcontractors, laborers, and material suppliers for their work on a Development.

Performance Bond: A surety bond that guarantees a contractor will complete the Development according to the terms of the Water Service Agreement.

Planning Authority: The determining authority for a given Development.

Proposal for Construction: A cost proposal for a licensed, qualified contractor to construct the Utility System Improvements.

Service Line: Smaller pipelines that connect from a water mainline to serve individual customers.

Site Utility Plans: Development's civil drawings that delineate the location and detail of all existing and proposed utilities.

SOPQ: Statement of Pre-Qualifications; required to be prepared according to the District's current "Request for SOPQ for Approved Contractors List" and submitted to the District by contractors requesting to be added to the District's Approved Contractors List.

Standard Specifications and Standard Drawings: The latest version of the Coastsides Water District's Standard Specifications and Standard Drawings.

Tentative Development Map: A map or maps that show the design,

improvements, and existing conditions of a proposed Development that meets the requirements of the Planning Authority.

Transmission and Storage Fee: The cost to establish water service is determined by the number of water connections required to provide water service to a Development. The number of water connections required is correlated with the size of the service. Water connections are assigned a designation of non-priority or priority, in conformance with the local planning authorities Local Coastal Program. Refer to the District's Rate and Fee Schedule for fees and charges.

Water Service Agreement: An agreement between the District and the Applicant that governs the terms and conditions for the District to provide water service.

Water Utility System Improvement: The modification of the District's water utility system (transmission, distribution, storage, and treatment) to provide water and fire service.

Water Utility System: The onsite and offsite water mainlines, service lines, fittings, valves and housing thereof, fire hydrants, manholes, storage facilities, pumping facilities, and all appurtenances thereto, as required for the District to provide water service for Developments. The Water Utility System does not include the water pipelines on the Applicant's side of the meter or the backflow prevention assemblies, all of which will be owned and maintained by the Applicant. Water Utility System is also referred to as "water system".

## **B. Water Utility System Improvements**

### **1. *Applicant's Responsibility***

It is the District policy to require that improvements to its Water Utility System be done in accordance with the following procedures at the expense of those requesting an extension of service (i.e., Applicant).

## **2. *Initial Submittal - Tentative Development Maps, Drawings, and Data***

**2.1** The Applicant shall submit to the District electronic Development maps, drawings, and other data sufficient in detail for the District to evaluate the Development with regard to water service. Maps and drawings shall be in PDF format and approximately 22" x 34". Based upon this submittal, the District will determine whether the proposed Development can be served and in what manner this may best be accomplished. This determination will be based upon an analysis of existing water supply, treatment plant storage, and transmission and distribution facilities capacity. The analysis shall be at the Applicant's expense and shall either be performed by the District Engineer or by a qualified and licensed civil engineer retained by the District, as deemed appropriate by the District in its sole discretion. The Applicant will be furnished with the design criteria to be utilized and a preliminary cost estimate for required Water Utility System Improvements prepared by the District Engineer. Any offsite water supply development, treatment, storage, or transmission and distribution facilities that may be required will be designed, at the Applicant's expense, by a licensed and qualified engineer selected by the Applicant and approved by the District. Proposed location and size of water lines need not be shown on the initial submittal. In addition, the District shall have received a planning or coastal development referral for the Development from the Planning Authority.

The initial submittal for Developments shall include the initial fee and contain the following minimum information relevant for the type of Development, such as:

- Tentative Development map showing the property lines, streets, and other dedicated rights of way; and
- Description of proposed Development that includes all relevant information relevant to water demand and Water Utility System Improvements; such as, number and location of single-family residences to be constructed, number and location of dwelling units for multi-family residences, number of students, number of employees, and irrigation requirements; and
- Development maps must show topographic contours and elevation of the highest

and lowest unit served and top floor elevation on multi-story buildings; and

- All available Site Utility Plans.

**2.2** After the District has reviewed the initial submittal, the District will notify, in writing, the Planning Authority, if requested by the Applicant, that the Development is or is not within the service area of the District, and whether it can be feasibly served by the District. Copies will be sent to the Applicant and the District Engineer. This notification that the Development can be served does not constitute a commitment to serve water to the Development.

### **3. *Interim Submittal - Construction Plans, Specifications, and Other Documents***

**3.1** After the District has informed the Applicant of required water service facilities, the Applicant may commence work on the detailed plans, specifications, and cost estimate for all required onsite and offsite Water Utility System Improvements. The Applicant shall acquaint themselves with District requirements as specified in these Regulations, the current version of the District's Standard Specifications and Standard Drawings, and all applicable County of San Mateo and City of Half Moon Bay standards. A copy of the current version of the District's Standard Specifications and Standard Drawings for installation of piping appurtenances is available free of charge at the District website and for a fee at the District office. All facilities shall be designed for low-cost maintenance and operation. The District Engineer will be available to the Applicant or Agent for the purpose of answering questions and confirming design details. Location of fire hydrants must be approved by the Coastside Fire Protection District.

**3.2** This interim submittal shall consist of electronic copies of each of the following documents:

- (a)** Draft plans and specifications for onsite and offsite Water Utility System Improvements.
- (b)** Draft plans for building permits with water demand for each developable

lot, including fire sprinklers and irrigation systems.

**(c)** A draft utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastside County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.

**(d)** Tentative Development Map, if modified from that included in Initial Submittal (new Development only).

The above documents will be reviewed by the District. The District will provide documentation to the Applicant indicating required modifications, if any, and whether any permits or waivers are needed from the California State Water Resources Control Board Division of Drinking Water (DDW) or other regulatory agencies. A minimum of 30 calendar days shall be allowed for this review. All documents that require modifications shall then be submitted for final review by the District as part of the final submittal.

**3.3** Adequate water connections must be assigned to the developable lot(s) before the District will present the Water Service Agreement to the District Board for approval. The District and District Engineer will confirm the required water capacity as part of the interim submittal. The District shall also determine the nature, size, and location of all service connections and associated facilities (i.e., service lines, meters, backflow prevention assemblies, pressure reducing valves, etc.) based on the current submittals to the District.

#### **4. *Final Submittal - Construction Plans, Specifications, and Other Documents***

**4.1** After the District has reviewed the interim submittal, the Applicant may commence work on the final plans, specifications, and cost estimate for the required onsite and offsite Water Utility System Improvements. The District Engineer will be available to the Applicant's engineer for the purpose of answering questions and confirming design details. Location of fire hydrants must be approved by the Coastside Fire Protection District.

**4.2** This final submittal shall consist of electronic copies of each of the following documents:

- (a) Final plans and specifications for onsite and offsite Water Utility System Improvements.
- (b) Final plans for building permits with water demand for each developable lot, including fire sprinklers and irrigation systems.
- (c) Final utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastside County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.
- (d) A completed Water Service Agreement with all required information populated and all required attachments.
- (e) All required easements and deeds.
- (f) All required waivers and permits related to the Water Utility System Improvements. A separate and unique encroachment permit from the local public works authority is required for Water Utility System Improvements for work in the public right-of-way. The encroachment permit cannot be shared with other utilities or other work in the public rights-of-way.
- (g) Tentative Development Map, if modified from that included in Initial Submittal (new Developments only).

The above documents will be reviewed by the District. The District will provide documentation to the Applicant indicating required modifications, if any. A minimum of 30 calendar days shall be allowed for this review. All documents that require modifications shall then be submitted for final review by the District.

**4.3** When all final documents are acceptable to the District, the Water Service Agreement, including the Development plans and specifications, will be presented to the District Board for approval. Board meetings are normally scheduled for the second

Tuesday of each month. This approval and execution of the Water Service Agreement by the District and Applicant constitutes a commitment by the District to serve water to the development, provided that the Applicant fully complies with all the requirements of the Water Service Agreement.

**4.4** Following approval of the Water Service Agreement, the Applicant shall pay all fees and charges referenced to in the Water Service Agreement, which may include adequate Transmission and Storage Fees, plan check and inspection fees, and any applicable special fees and deposits as provided for by these Regulations.

**4.5** A Water Service Agreement will be signed between the Applicant and the District within 45 days after board approval, provided that the Applicant has satisfied all the requirements.

## **5. *Water Supply, Storage, Treatment, Transmission and Distribution Facilities***

The District will provide water in the quantity and at the quality and pressure as is available. For Water Utility System Improvements requiring the Development of additional water supply, or construction of treatment plant capacity, distribution and transmission pipeline, and storage facilities, the total cost of these facilities shall be borne by the Applicant.

Design of all such facilities, including wells, treatment plants, dams, pumping stations, storage tanks, reservoirs, and transmission and distribution pipelines, must be accomplished by a qualified and licensed civil engineer selected by the Applicant and approved by the District. All costs, including environmental impact report preparation, engineering design, construction inspection, construction, land acquisition, and legal and administrative costs incurred by the District shall be borne by the Applicant.

## **6. *Processing Fees and Deposits***

**6.1** The Applicant must pay the fees described below, and the amount of these fees are established in the current District Rate and Fee Schedule, which is available on the District's website.

**6.2** Initial Filing Fee. Prior to processing of the initial submittal, the Applicant shall submit a filing fee with the District. This filing fee is not a deposit, and it is not subject to return if the Development is abandoned.

**6.3** The Applicant shall pay to the District a Transmission and Storage Fee. The amount of this fee is based on meter size and peak demand in gallons per minute through the water service (see D. 2.8 (b) (6)), as described in the current District Rate and Fee Schedule.

**6.4** All costs associated with environmental review and environmental document preparation shall be borne by the Applicant. The Applicant shall reimburse the District for all costs related to this environmental review, covering all legal, engineering, administrative, and other costs incurred by the District in the review of an environmental impact or similar report required by the proposed water service extension or water system improvement pursuant to applicable State or Federal law.

**6.5** At least 10 (ten) days prior to the commencement of construction, the Applicant shall furnish to the District the following bonds:

**(a)** A Payment Bond in the amount of 100 (one hundred) percent of the Proposal for Construction amount, to guarantee payment of obligations referred to in Section 9550 et seq. of the Civil Code;

**(b)** A Performance Bond in the amount of 100 (one hundred) percent of the Proposal for Construction amount, to guarantee faithful performance of the terms of the Water Service Agreement; and

**(c)** A Maintenance Bond in the amount of 10 (ten) percent of the Proposal for Construction or the minimum bond purchase amount, whichever is greater, to guarantee against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the work by the District.

The bonds shall be in a form satisfactory to the District. The surety and sureties must be qualified to do business in California.

## **7. Construction**

### **7.1** Applicant shall commence installation of the Water Utility System

Improvements no later than as specified in the Water Service Agreement (up to three months after the date of the Water Service Agreement), subject to extension for force majeure events not the fault of the Applicant. The Applicant shall complete its installation of the Water Utility System Improvements within 12 months after the date of the Water Service Agreement. If installation has not commenced or has not been completed by such dates, the District may terminate the Water Service Agreement, unless the delay is solely attributable to force majeure events, such as fire, flood, or earthquake, which are beyond the control of, and not the fault of, the Applicant.

### **7.2** A minimum of twenty (20) days prior to the start of construction, the following requirements shall be met:

- (a)** The Applicant shall file a tentative construction schedule with the District.
- (b)** The Applicant shall provide the District with the bonds as described in the Water Service Agreement.
- (c)** The Applicant shall file with the District the insurance certificates as described in the Water Service Agreement.
- (d)** The Applicant shall file with the District the Proposal for Construction by a licensed qualified contractor for all Water Utility System Improvements.
- (e)** The Applicant shall submit the name and license number of the general contractor for the Development, names and license numbers of subcontractors, if any, who will construct Water Utility System Improvements. All contractors constructing Water Utility System Improvements including water mainline extensions, water services, or fire services connecting to the District's water system shall only be on the District's Approved Contractors List. Names of approved contractors are available from the District. To be added to the District's Approved Contractors List, a contractor must submit a fully complete Statement of Pre-Qualifications (SOPQ) based on the requirements of the District's current "Request for SOPQ for Approved Contractors List"

and be pre-qualified by the District. A copy of the current "Request for SOPQ for Approved Contractors" List is available by request from the District. The District will notify Contractors within 21 (twenty-one) calendar days after receipt date of the SOPQ if the Contractor meets the District's pre-qualification standards.

**(f)** The Applicant shall invite the District to a pre-construction meeting that shall take place at least 10 (ten) days prior to commencing construction.

**(g)** The Applicant shall submit all shop drawings and other construction submittals required by the District's Standard Specifications and Standard Drawings to the District. All shop drawings and construction submittals for Water Utility System Improvements shall be approved by the District Engineer prior to commencing construction.

**7.3** Prior to water line construction, all road and easement areas where water lines are to be installed shall be staked and rough graded. All meter and valve box locations and finished grades shall be staked prior to water line construction to confirm that the boxes are set in accordance with the District's Standard Specifications and Standard Drawings relative to the finished grade for paved or non-paved areas.

**7.4** The District shall observe and inspect facilities solely to protect the interest of the District and to determine if completed work is acceptable to the District and can be incorporated into the District system. No responsibility is assumed for the Contractor's operations or their safety practices. The Applicant is responsible for the correct location of facilities and for measurements and payments.

**7.5** It will be the responsibility of the Applicant or their representative to notify the District at least ten (10) working days in advance of the proposed starting date, and to ascertain that the District Inspector is at the site of the work when Water Utility System construction begins. The Applicant shall not commence construction of Water Utility System Improvements unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. If construction is not continuous, the District shall be notified at least 48 (forty-eight) hours in advance as to when construction will resume. Any work performed without knowledge or consent of

the District Inspector is subject to rejection by the District.

**7.6** It will be the responsibility of the Applicant to file and obtain the necessary permits for the work. The Applicant is required to obtain permits specifically for the Water Utility System Improvement portion of the Development, independent from other aspects of the Development. The Applicant shall be responsible for completing all Water Utility System improvements within the valid permit periods.

## **8. *Changes During Construction***

**8.1** Changes to the Water Utility System Improvements that are necessary to the work during construction shall be submitted to the District for review and approval prior to the incorporation in the work.

Changes to the site development plans that increase water fixtures or peak water demand shall be submitted to the District for review and approval.

**8.2** The District may, at its discretion, waive all or portions of the submittal requirements, depending upon the complexity of the change.

## **9. *Easements and Property Rights***

Prior to acceptance of the final submittal, the Applicant will grant to the District all necessary easements and property rights deemed required by the District for pump stations, pipelines, treatment plants, wells, storage tanks, meters, hydrants, valves, and other sites of water facilities for the proposed Development. Pipeline easements shall be in accordance with Part D.2.4(g) of these Regulations. Recording of maps with public utility easements will not be sufficient. A separate deed for such easements shall be granted directly to the Coastsid County Water District or the Coastsid County Water District shall be named on the recorded tract map.

## **10. *“As-Built” Drawings***

The Applicant shall transmit the recorded Development Map in electronic PDF and AutoCAD formats of the completed improvements showing “As Built” conditions. “As-Built” drawings shall be submitted even if the improvements were constructed

without any deviations from the approved plans and specifications. Each drawing shall be signed by the Applicant's Engineer, who shall be a Registered Civil Engineer in the State of California, certifying that the drawings correctly indicate "As-Built" conditions.

The certificate shall be in the following form:

"Date \_\_\_\_\_

This is to certify that this Drawing has been corrected to show the water system and related facilities as constructed.

\_\_\_\_\_  
RCE No. \_\_\_\_\_ "

Name

**10.1** The "As-Built" drawings shall show the location of all valves and bends with dimensioning in feet from two fixed points or coordinates provided in California State Plane, Zone 3, NAD83. Locations of all water lines shall be dimensioned in feet from front face of nearest curb. Valve and pipeline marker posts shall be installed in unpaved areas and shall be located in the field by the District.

**10.2** After District approval of the As-Built drawings, the District will transfer all pertinent information on the As-Built Drawings to the District's official maps at the Applicant's expense. The Applicant will be responsible for the cost of updating the relevant maps with the information from the As-Built Drawings.

## **11. Final Acceptance**

When the District is satisfied that all Water Utility System Improvements are in accordance with these regulations and the District's Standard Specifications and Standard Drawings, the Water Service Agreement, the approved plans and permits; the District shall certify in writing upon final acceptance by the District Board.

## **C. Procedure for New and Modified Water Service**

### **Connections to Existing Water Mains**

Certain applications for water service involving construction of new service connections to existing water mains to serve property located in previously subdivided locations may be processed under the provisions contained in this Part C as reasonably determined by the District, whereupon the District shall determine the nature, size, and location of the facilities necessary to render service to the property. Provisions contained in this Part C are intended for water service connections and facilities that do not require a water mainline extension and can rely on the District's Standard Specifications and Standard Drawings without the need for additional technical plans and specifications. Example facilities include domestic services, irrigation services, fire services, and hydrants that are installed on an existing water main. (The District receives additional requirements from the Coastsides Fire Protection District for fire services and fire hydrants). The most current edition of the California Plumbing Code shall be referenced for sizing and other miscellaneous requirements. The Applicant must comply with requirements of District Ordinances, including requirements related to water use efficiency and water conservation.

The Applicant shall agree in writing to pay for the entire cost of all such facilities required to provide water service to their property, which shall be in addition to the Transmission and Storage Fee and other applicable charges and deposits imposed by the District. An estimate of the design and construction costs associated with the Water Utility System Improvements needed shall be prepared by the District and submitted to the Applicant, and prior to the commencement of said design and construction work, the Applicant shall pay said estimated cost to the District upon receipt of invoice. The application must be approved by the District.

Upon completion of the work, any remaining portion of the sum previously submitted by the Applicant shall be returned; any shortage or additional funds required to fully reimburse the District for costs expended in completing the work shall be paid by the Applicant prior to the issuance of meter(s).

## **D. Engineering and Construction Standards**

### **1. General**

**1.1** All Developments within the District shall meet the requirements of the current version of the District's Standard Specifications and Standard Drawings. It is the intent of the District's Standard Specifications and Standard Drawings to give a degree of uniformity to design of onsite facilities, construction procedures, materials and equipment used within the District. The District's Standard Specifications and Standard Drawings are to be used as a guide for those preparing plans and specifications for Developments within the District. These Standard Specifications and Standard Drawings may not cover all Development elements. Where additional engineering design is necessary, the District's Standard Specifications and Standard Drawings shall be supplemented with additional technical specifications and details.

**1.2** Good, sound engineering practice precludes the use of a rigid set of standard specifications for every conceivable condition that may be encountered throughout the District. For all Developments except those determined by the District to be processed under Part C, herein, it is required that the Applicant's Engineer prepare a set of plans and specifications based upon the District's Standard Specifications and Standard Drawings. Plans shall be complete, showing all necessary dimensions and location of all fittings, fire hydrants, air releases, services and blowoffs. The drawings shall indicate the type of joint (mechanical or flanged) for each fitting; this will require providing a detail for each piping intersection.

**1.3** The District's Standard Specifications and Standard Drawings shall not be adopted by reference unless a copy of the District's Standard Specification(s) and Standard Drawing(s) is appended to the Development plans and specifications. Where this is done, the inapplicable portions of the District's Standard Specifications and Standard Drawings shall be deleted.

**1.4** The District's Standard Specifications and Standard Drawings are subject to revisions and additions at any time without notice. Latest revision dates are shown on

the title sheet of the District's Standard Specifications and Standard Drawings and each standard detail sheet; it shall be the duty of those using the District's Standard Specifications and Standard Drawings to see that the latest revision is used. A copy of the District's Standard Specifications and Standard Drawings may be reviewed at the District Office or on the District Website:

Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019  
Telephone: (650) 726-4405  
Website: <https://coastsidewater.org/engineering-department/>

**1.5** In addition, the Development specifications shall contain the following:

**(a)** The Applicant shall designate in writing the name, address, telephone number and emergency telephone number of the individual who will have responsible charge of the Development and to whom District orders shall be directed.

**(b)** The Applicant shall give the District written notice not less than ten (10) working days in advance of the actual date on which the work will be started. Where work has been halted because of inclement weather or any other reason, it shall be the duty of the Applicant to notify the District at least forty-eight (48) hours before resumption of work. Any extra expense of the District due to failure to notify shall be charged against the Applicant. The Applicant shall immediately notify the District if work is to be halted for any reason.

**(c)** Any materials or equipment deemed salvageable by the District shall remain the property of the District and shall be delivered to the District, as directed by the District Representative.

**(d)** Connections to or modifications to the existing system shall only be made by a Contractor previously approved by the District. Names of approved Contractors are

available from the District.

## **2. Basic Design Criteria**

### **2.1 General**

The following basic design factors have been prepared as a guide for use in sizing water lines and storage facilities. Flows shall be increased to meet the actual demands of the user where required.

### **2.2 Storage**

District water storage tanks shall be sized to meet domestic, irrigation, and fire flows as estimated by the District Engineer simultaneously. Tank elevations and service zones will be determined by the District. Generally, initial construction of storage volume sufficient to meet the full development of the projected service area will be required. Where construction of an incremental portion of the future requirements (fully developed service area) is permitted, sufficient property shall be provided and the site grading completed to meet the future requirements. Cathodic protection may be required.

Minimum volume of storage for a service area shall be determined as the sum of the following values:

**(a) Operational Storage Volume:** 25 (twenty-five) percent of max day demand (MDD) or four-hour storage of the peak hour demand (PHD), whichever is greater.

**(b) Fire Storage Volume:** The maximum required fire flow volume (flow times duration) within a service area as determined by the Coastsides Fire Protection District.

**(c) Emergency storage Volume:** Three-day storage of the average day demand (ADD).

### **2.3 Transmission Pipelines**

**(a) Transmission pipelines:** are defined as pipelines that are 10 inches in diameter and larger. All transmission pipelines shall be initially sized to meet the future requirements of the fully developed service area (peak daily demands plus fire

demands) with the lowest practical pressure loss.

**(b)** Maximum pressurehead losses: design head losses shall not exceed:

(1) 3 feet per 1,000 feet of mainline at peak hour demand conditions ~~or~~.

(2) 10 feet per 1,000 feet of mainline ~~at~~under maximum day demand plus fire flow conditions ~~in~~design.

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**(c)** Maximum Velocities: Design velocities shall not exceed:

(1) 6 feet per second during peak hour demand conditions ~~or~~.

(2) 10 feet per second ~~at~~under maximum day demand plus fire flow conditions ~~in~~design.

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## 2.4 Distribution Mainlines, Other Pipelines, and Appurtenances

**(a)** All materials and installation procedures for piping and appurtenances shall conform to the latest edition of the District's Standard Specifications and Standard Drawings.

**(b)** The two following conditions shall be considered by the District for the design of all water mains:

- (1) At maximum day peak hour demand, the operating or "residual" pressure at all water service connections shall be at least 35 pounds per square inch.
- (2) At average maximum day demand plus fire flow, the operating or "residual" pressure in the area of the fire shall not be less than 20 pounds per square inch.

**(c)** Pipelines shall be sized by the District to serve the general water service vicinity; oversizing above the needs of a specific Development may be required.

Generally, the following minimum pipeline sizes will be applicable for residential areas without multiple dwelling units:

- (1) For pipelines with fire hydrants, minimum diameter shall be 8 inches;
- (2) For pipelines without fire hydrants, minimum diameter shall be 6 inches with a maximum length of 500 feet with no future extensions;

- (3) For pipelines between 500 feet and 1,500 feet the minimum diameter shall be 8 inches;
- (4) For pipelines more than 1,500 feet in length criteria will be developed on a case-by-case basis with the District;

**(d) Maximum Velocities:** For all pipelines, ~~maximum~~design velocities shall not exceed:

- (1) 6 feet per second during peak hour demand conditions ~~or~~.
- (2) 10 feet per second ~~at~~under maximum day demand plus fire flow conditions in~~design~~.

**(e)** Pipelines shall be installed with a minimum of 36-inches cover over the top of the pipe.

**(f)** Pipelines shall be looped to form a grid network. Dead-end water mainlines or distribution systems with single tie-in connections are to be avoided. Where dead ends are unavoidable, as determined by the District, provision shall be made for blowing off the mainline by means of a blow-off valve or hydrant.

**(g)** Pipelines shall be installed within the public right-of-way, whenever possible, and shall extend the entire length of the property line facing the public right-of-way. The District requires a 20-foot-wide permanent easement for water mainlines within private property from the center of the pipe 10' (ten feet) on either side of the water mainline. Additional easements will be required for laterals, meters, hydrants, valves, and other appurtenances as determined by the District.

**(h)** Water mainlines and non-potable pipelines shall be placed to conform to the California Code of Regulations Title 22, Division 4, Chapter 6, Section 64572. If the Applicant and the District agree that the requirements of the California Code of Regulations cannot be met, the Applicant must prepare and submit a waiver request to the State Water Resources Control Board. The waiver request shall be submitted to and approved by the District prior to submission to the State Water Resources Control

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Board.

(i) Each service zone (pressure zone) will normally have pressures in pipelines from 35-150 pounds per square inch (psi). Where pressures are at or above 80 psi in the distribution system, pressure regulating valves shall be installed on the private water supply line before the water enters the structure. In areas with lower service zone pressures, the District may require Applicants to acknowledge the pressure conditions in the Water Service Agreement, record a notice of low water pressure, and consider the lower pressures in the design of the Development's interior plumbing.

(j) Each domestic water service shall have a primary control valve installed on the private water supply line before the water supply enters the structure.

(k) Each domestic water service shall have a hose bib connection in the front or the side of each structure where the water enters the structure so that the private water supply line can be flushed without water entering the structure.

(l) Valves shall be installed at maximum intervals of 500 feet in pipelines and on all branched pipelines connected to the mainlines. Valves will be located at street intersections or where operationally necessary.

(m) Fire hydrants. Locations of fire hydrants are subject to the approval of the Coastside Fire Protection District. Hydrants shall be located at a maximum 500-foot spacing unless otherwise directed by the Coastside Fire Protection District. Hydrants shall be installed on the mainline with the largest available fire flow as determined by the District Engineer. Fire hydrants shall be located where flow can be provided from two directions, unless otherwise approved by the District.

(n) Air release valves shall be installed according to the District's Standard Specifications and Standard Drawings.

(o) Blow off connectors shall be installed according to the District's Standard

Specifications and Standard Drawings.

**(p)** Pumps shall not be permitted to be directly connected to the District pipeline. Where a water user requires greater pressure than is available at the water meter, an air gap system shall be constructed by the user between the water meter and the booster pump in accordance with the District's Standard Specifications and Standard Drawings and the District's current Cross Connection Control Program and Plan (CCCPP). District shall not be responsible for operating or maintaining pumps.

After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 24 (twenty-four) hours notice. Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the Applicant. District meters and service connections shall not be installed after a private pumping system.

**(m)** Backflow prevention assemblies shall be installed on water service connections in accordance with the District's Standard Specifications and Standard Drawings, the Coastsid County Water District CCCPP, and all State and local regulations.

#### **2.5** Backfilling Trenches and Repaving

Trench materials, compaction requirements, repaving and guarantees shall comply with appropriate requirements of the Caltrans, City of Half Moon Bay, County of San Mateo, and the District's Standard Specifications and Standard Drawings.

#### **2.6** Testing

The Water Utility System shall be tested in accordance with the District's Standard Specifications and Standard Drawings.

#### **2.7** Disinfection

The water system shall be disinfected in accordance with the District's Standard Specifications and Standard Drawings.

#### **2.8** Service Connection Requirements (Other Than Fire Protection Service)

**(a) Sizing of Water Service Connections**

- (1) Each service connection shall be sized by the District to provide adequate water supply service based on peak flow and fixture unit counts (in conformance with the requirements for "adequate flow", "maximum velocity" and "minimum water pressure"). Water meters will not be installed and water service will not be provided at a new location until the Applicant has demonstrated to the District that the total peak flow demand installed is within the capacity of the service connection previously purchased for that location. After a meter has been installed and water service initially provided, the Applicant shall not install additional water-using devices which will result in a total peak flow demand in excess of the peak flow capacity of the water service connection purchased.
- (2) High Peak Velocity and District Water Mainline Low Pressure. Maximum velocity in the water service connection pipeline (other than fire protection services) shall not exceed eight (8) feet per second. Where the velocities in the water service connection pipeline would exceed eight (8) feet per second based on the meter size table below and at locations of service connections with lower service zone pressures (as acknowledged in the Water Service Agreement), the District will allow for the size of the water service connection pipeline and/or meter as practicable to minimize pipeline velocities and friction losses without an additional Transmission and Storage Fee.

**(b) Other Metering Considerations**

- (1) The total estimated peak water supply demand on the service connection shall be calculated as the sum of (a) the peak flow based on the plumbing fixture count as determined by the method in Appendix A of the most current California Plumbing Code and (b) the peak flow of other devices such as irrigation systems and equipment.

The demand weight of plumbing fixtures not shown in the California Plumbing Code will be assigned by the District based on other recognized industry publications where applicable and based on engineering experience of the District in all other cases.

- (2) Service connections and meters are assigned to a parcel by assessor parcel number (APN) and shall provide water to that single parcel.
- (3) The location of the meter shall be determined by the District and consider the advanced metering infrastructure requirements for remote reading. Meters shall remain visible and accessible from the public right of way and shall not be placed behind fencing or vegetation/landscaping.
- (4) A dedicated irrigation meter is required for parcels with irrigated landscaped areas greater than or equal to 5,000 square feet.
- (5) Mixed-use developments on a parcel (residential with nonresidential) shall be required to meter each separate type of class of use based on the Rate and Fee Schedule.
- (6) Meter Size

<b>Meter Size (inches)</b>	<b>Peak Flow Capacity (gallons per minute)</b>	<b>Equivalent Water Connections</b>
5/8	20	1
3/4	30	1.5
1	50	2.5
1-1/2	100	5.0
2	160	8.0
3	350	17.5
4	600	30
6	1000	50

*This table was established with the Crystal Springs Project and is used to determine the minimum meter size and the associated Transmission and Storage Fee and number of connections assigned to the water service. The service line*

*will be sized according to best engineering practices and with a maximum velocity of 8 feet per second. Service lines and meters with peak flows over 50 gallons per minute require review and approval of the District Engineer.*

## **2.9 Service Connection Requirements for Dedicated Fire Service Connections**

**(a)** Fire services are sized based on criteria (flow measured in gallons per minute at a corresponding pressure measured in pounds per square inch) provided by the Applicant and approved by Coastsid Fire Protection District.

- (1) Dedicated fire services shall not be installed on water distribution pipes less than four (4) inches in size. Fire services two (2) inches or larger may require a connection to a distribution pipe greater than four (4) inches, as determined by the District.
- (2) Maximum velocity in the fire service connection based on the flow criteria (gallons per minute) approved by Coastsid Fire Protection District shall not exceed 10 feet per second.
- (3) Dedicated fire services shall be designed to accommodate the pressure losses from the backflow prevention assembly.
- (4) The minimum fire service size for a single-family residence shall be one (1) inch.
- (5) The minimum fire service size for a non-single-family residence shall be two (2) inches.

**(b)** A Transmission and Storage Fee is not required for dedicated fire service connections.

## **E. Appeals**

If the Applicant wishes to pursue an appeal of a District determination pertaining to these Regulations, the Applicant shall provide a detailed written basis for its appeal and address the appeal to the District's General Manager.

# **ATTACHMENT C**

## COASTSIDE COUNTY WATER DISTRICT

### **REGULATIONS REGARDING WATER SERVICE EXTENSIONS AND WATER UTILITY SYSTEM IMPROVEMENTS, INCLUDING NEW AND MODIFIED WATER SERVICE CONNECTIONS TO EXISTING WATER MAINLINES ENGINEERING AND CONSTRUCTION STANDARDS; APPROVED MATERIALS**

Recodified through Resolution No. 2003-112026-01

**MARCH 2003**

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**DRAFT – February 03, 2026**

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**A. Regulations Regarding Water Service Extensions  
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**1. Service Areas**

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## **A. Definitions**

Agent: The term "agent" means an applicant's engineer, legal counsel, or other consultant authorized to make decisions on behalf of the Applicant.

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Applicant: Owner of property applying for water service

Approved Contractor's List: List of contractors approved by the District to construct Water Utility System Improvements, including water mainline extensions, water services, and fire services connecting to the District's water system.

"As-Built" or Record Drawing: A document that shows the final conditions of a completed Development, including all deviations, changes, and modifications made during construction that differ from the original design plans.

Assessor Parcel Number (APN): The San Mateo County Assessor's identification number for a specific property. The APN is used by the District to assign water connections to a property within the District's jurisdictional boundaries. Water connections are installed for a unique APN and cannot be shared.

Cross Connection Control Program and Plan (CCCPP): The plan and program prepared and implemented by the District in accordance with the requirements of the California Cross-Connection Control Policy Handbook to prevent backflow of water and/or other liquids, gases, or other substances into the public water system via a cross-connection, or interconnection between a potable water system and a non-potable source.

California Plumbing Code (CPC): This is part 5 of thirteen parts of compilation and publication of the California Code of Regulations, Title 24.

Development: The transformation of land or structures that involves water or fire service – from Coastsid County Water District - for residential, commercial, industrial, agricultural, or public purposes. It is generally managed through a cycle of planning, design, engineering, and regulatory approvals in cooperation with other local agencies

District: The Coastsid County Water District.

District Engineer: A qualified and licensed civil engineer retained by the District.

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as deemed appropriate by the District in its sole discretion, acting either directly or through the District, acting within the scope of the particular duties delegated to them.

District Manager: The General Manager or Manager of the District or their assigned representative.

Mainline: A water pipeline owned and maintained by the District that is an artery of the District's distribution system and delivers water to smaller service lines that connect to individual customer connections. Also referred to as mains.

Maintenance Bond: A surety bond that guarantees a contractor will fix any defects in materials, workmanship, or design that appear during a specific maintenance or warranty period after a construction Development is completed.

Offsite: Located outside of the Development.

Onsite: Located within the Development.

Payment Bond: A surety bond that guarantees a contractor will pay its subcontractors, laborers, and material suppliers for their work on a Development.

Performance Bond: A surety bond that guarantees a contractor will complete the Development according to the terms of the Water Service Agreement.

Planning Authority: The determining authority for a given Development.

Proposal for Construction: A cost proposal for a licensed, qualified contractor to construct the Utility System Improvements.

Service Line: Smaller pipelines that connect from a water mainline to serve individual customers.

Site Utility Plans: Development's civil drawings that delineate the location and detail of all existing and proposed utilities.

SOPQ: Statement of Pre-Qualifications; required to be prepared according to the District's current "Request for SOPQ for Approved Contractors List" and submitted to the District by contractors requesting to be added to the District's Approved Contractors List.

Standard Specifications and Standard Drawings: The latest version of the Coastside Water District's Standard Specifications and Standard Drawings.

Tentative Development Map: A map or maps that show the design.

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improvements, and existing conditions of a proposed Development that meets the requirements of the Planning Authority.

Transmission and Storage Fee: The cost to establish water service is determined by the number of water connections required to provide water service to a Development. The number of water connections required is correlated with the size of the service. Water connections are assigned a designation of non-priority or priority, in conformance with the local planning authorities Local Coastal Program. Refer to the District's Rate and Fee Schedule for fees and charges.

Water Service Agreement: An agreement between the District and the Applicant that governs the terms and conditions for the District to provide water service.

Water Utility System Improvement: The modification of the District's water utility system (transmission, distribution, storage, and treatment) to provide water and fire service.

Water Utility System: The onsite and offsite water mainlines, service lines, fittings, valves and housing thereof, fire hydrants, manholes, storage facilities, pumping facilities, and all appurtenances thereto, as required for the District to provide water service for Developments. The Water Utility System does not include the water pipelines on the Applicant's side of the meter or the backflow prevention assemblies, all of which will be owned and maintained by the Applicant. Water Utility System is also referred to as "water system".

## **B. Water Utility System Improvements**

### **1. Applicant's Responsibility**

It is the District policy to require that extensions to its water system, both within and outside the District, improvements to its Water Utility System be done in accordance with the following procedures at the expense of those requesting an extension of service. If not already a part of the District, the area for which water service is requested shall be annexed to the District. (i.e., Applicant).

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2. **2-Initial Submittal - Tentative Development Maps, Drawings, and Data**

**2.1** The DeveloperApplicant shall submit to the District three copies of electronic Development maps, drawings, and other data sufficient in detail for the District to evaluate the projectDevelopment with regard to water service. -Maps and drawings shall be in PDF format and approximately 22" x 3634". Based upon this submittal, the District will determine whether the proposed developmentDevelopment can be served and in what manner this may best be accomplished. -This determination will be based upon an analysis of existing water supply, treatment plant storage, and transmission and distribution facilities capacity. -The analysis shall be at the Developer'sApplicant's expense, and shall either be performed by the District Engineer or by a qualified and licensed civil engineer retained by the District, as deemed appropriate by the District in its sole discretion. -The DeveloperApplicant will be furnished with the design criteria to be utilized and a preliminary cost estimate for required Water Utility System Improvements prepared by the in-tact pipelines. District Engineer. Any out-of-tractoffsite water supply development, treatment, storage, or transmission and distribution facilities that may be required will be designed, at the Developer'sApplicant's expense, either by the District Engineer or anotherby a licensed and qualified engineer selected by the Applicant and retainedapproved by the District. Proposed location and size of water lines need not be shown on the initial submittal.

**2.1** The initial submittal for subdivisions. In addition, the District shall contain the following minimum have received a planning or coastal development referral for the Development from the Planning Authority.

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information: tentative subdivision The initial submittal for Developments shall include the initial fee and contain the following minimum information relevant for the type of Development, such as:

- o Tentative Development map showing the property lines, streets, and other dedicated rights of way; and

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o Description of proposed Development that includes all relevant information relevant to water demand and Water Utility System Improvements; such as, number and location of single-family residences to be constructed; number of units and location of apartments; dwelling units for multi-family residences, number of students, number of employees, and location of schools; irrigation requirements, etc.; and

o Development maps ~~should~~must show topographic contours and elevation of ~~the~~ highest and lowest unit served and top floor elevation on multi-story buildings; and

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— The initial submittal for industrial or commercial areas and other developments not classified as subdivisions shall contain the following minimum information: site plan drawings; description of proposed development; desired irrigation requirements; resident population; number of employees; etc.

2.2. An initial filing fee, more particularly set forth hereafter in Paragraph 5.1 of the Regulations, shall be required at the time of initial submission.

o 2.3 All available Site Utility Plans.

2.2 After the District ~~Engineer and the Manager have~~has reviewed the initial submittal, the District ~~Manager~~ will notify, in writing, the ~~City of Half Moon Bay or Planning Authority, if requested by~~ the ~~appropriate political agency~~Applicant, that the ~~subdivision~~Development is or is not within the service area of the District, and whether it can be ~~feasibly~~ served ~~by the District~~. Copies will be sent to the ~~Developer~~Applicant and the District Engineer. This notification that the ~~development~~Development can be served does not constitute a commitment to serve water to the ~~development~~. One copy of the drawings accompanying this submittal will be returned to the ~~Developer~~ with the in-tract water requirements together with a description of any out-of-tract water facilities that may have to be constructed ~~Development~~.

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**3. 3. Interim Submittal - Construction Plans, Specifications, and Other Documents**

**1. Final Submittal - Construction Plans, Specifications, and Other Documents**

**3.1 3.1** After the District has informed the DeveloperApplicant of required water service facilities, the DeveloperApplicant may commence work on the detailed plans, specifications, and cost estimate for the in-tract facilities. The Developer all required onsite and offsite Water Utility System Improvements. The Applicant shall acquaint himself with District requirements. A copy of "Engineering and Construction Standards," (Section C, infra), "Approved Materials," (Section D, infra) and "District Standard Drawings" themselves with District requirements as specified in these Regulations, the current version of the District's Standard Specifications and Standard Drawings, and all applicable County of San Mateo and City of Half Moon Bay standards. A copy of the current version of the District's Standard Specifications and Standard Drawings for installation of piping appurtenances is available, free of charge, at the District website and for a fee at the District office. All facilities shall stress be designed for low-cost maintenance and operation. The District Engineer and Manager will be available to the Developer's EngineerApplicant or Agent for the purpose of answering questions and working out confirming design details. Location of fire hydrants must be approved by the Half Moon BayCoastsde Fire Protection District.

**3.2 3.2** This finalinterim submittal shall consist of threeelectronic copies of each of the following documents:

**(a) (a) FinalDraft** plans and specifications for onsite and offsite Water Utility System Improvements.

**(b) Executed Subdivision Agreement with blanks filled in and all required**

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(a) (c) All required easements and deeds.

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(b) (d) Draft plans for building permits with water demand for each developable lot, including fire sprinklers and irrigation systems.

(c) A draft utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastside County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.

(d) Tentative Subdivision Development Map, if modified from that included in Initial Submittal. (new Development only).

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(e) Construction cost estimate.

(f) Utility service box master plan.

The above documents will be reviewed by the District Manager and, The District Engineer. One copy will be returned provide documentation to the Developer Applicant indicating required modifications, if any, and whether any permits or waivers are needed from the California State Water Resources Control Board Division of Drinking Water (DDW) or other regulatory agencies. A minimum of 1430 calendar days shall be allowed for this review. All documents, which that require modifications, shall then be submitted for final review by the District as part of the final submittal.

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3.3 Adequate water connections must be assigned to the developable lot(s) before the District will present the Water Service Agreement to the District Board for approval. The District and District Engineer will confirm the required water capacity as part of the interim submittal. The District shall also determine the nature, size, and

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location of all service connections and associated facilities (i.e., service lines, meters, backflow prevention assemblies, pressure reducing valves, etc.) based on the current submittals to the District.

#### 4. Final Submittal - Construction Plans, Specifications, and Other Documents

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4.1 After the District has reviewed the interim submittal, the Applicant may commence work on the final plans, specifications, and cost estimate for the required onsite and offsite Water Utility System Improvements. The District Engineer will be available to the Applicant's engineer for the purpose of answering questions and confirming design details. Location of fire hydrants must be approved by the Coastsid

e Fire Protection District.

4.2 This final submittal shall consist of electronic copies of each of the following documents:

(a) Final plans and specifications for onsite and offsite Water Utility System Improvements.

(b) Final plans for building permits with water demand for each developable lot, including fire sprinklers and irrigation systems.

(c) Final utility site plan with the engineering drawings showing for each lot the service line and box locations of (1) Pacific Gas & Electric Co., (2) communications, (3) Coastsid County Water District, (4) United States Postal Service, (4) sanitary sewer and septic, (5) storm sewer and retention, and (6) cable/internet.

(d) A completed Water Service Agreement with all required information populated and all required attachments.

(e) All required easements and deeds.

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(f) All required waivers and permits related to the Water Utility System Improvements. A separate and unique encroachment permit from the local public works authority is required for Water Utility System Improvements for work in the public right-

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of-way. The encroachment permit cannot be shared with other utilities or other work in the public rights-of-way.

(g) Tentative Development Map, if modified from that included in Initial Submittal (new Developments only).

The above documents will be reviewed by the District. The District will provide documentation to the Applicant indicating required modifications, if any. A minimum of 30 calendar days shall be allowed for this review. All documents that require modifications shall then be submitted for final review by the District.

When all final documents are acceptable to the District, the Developer shall pay the transmission and storage fee, plan checking and inspection fee, and any applicable special fees and deposits as provided for in Paragraph 5.2, 5.3 and 5.4 of these Regulations, infra.

4.3 3.4 Following receipt of all fees, the project plans and specifications Water Service Agreement, including the Development plans and specifications, will be presented to the District Board for approval. Board meetings are normally scheduled for the second Tuesday of each month. This approval by the Board and execution of the Water Service Agreement by the District and Applicant constitutes a commitment by the District to serve water to the development. A copy of the Subdivision Agreement will be made available to, provided that the City Applicant fully complies with all the requirements of Half Moon Bay the Water Service Agreement.

4.4 Following approval of the Water Service Agreement, the Applicant shall pay all fees and charges referenced to in the Water Service Agreement, which may include adequate Transmission and Storage Fees, plan check and inspection fees, and any applicable special fees and deposits as provided for by these Regulations.

A space Water Service Agreement will be provided on the cover sheet of the project drawings for the signature of signed between the Applicant and the District Manager with the following wording:

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APPROVED: COASTSIDE COUNTY WATER DISTRICT

*District Manager*

*Date*

4.5 The Developer shall furnish within 45 days after board approval, provided that the District with additional copies of plans, specifications, and other documents as requested by Applicant has satisfied all the District Manager. The District shall initially be furnished with five sets of prints bearing the Manager's signature of approval and five sets of specifications. All reproduction costs shall be at the Developer's expense requirements.

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#### 5. **4. Water Development Supply, Storage, Treatment, and Storage and Transmission and Distribution Facilities**

The District will provide water in the quantity and at the quality and pressure as is available. For ~~water improvements~~Water Utility System Improvements requiring ~~development~~the Development of additional water supply, or construction of treatment plant capacity ~~of storage, distribution~~ and transmission pipeline, and storage facilities, the total cost of these facilities shall be borne by the ~~Developer~~Applicant.

Design of all such facilities, including wells, treatment ~~pantsplants~~, dams, pumping stations, storage tanks, reservoirs, and transmission and distribution pipelines, ~~may~~must be accomplished by ~~the District Engineer or by~~ a qualified and licensed civil engineer ~~retained selected by the Applicant and approved~~ by the District. All costs, including environmental impact report preparation, engineering-design, construction inspection, construction, land acquisition, and legal and administrative costs incurred by the District shall be borne by the ~~Developer~~. Except as provided in Section E, *Infra*, no ~~refund agreements will be entered into by the District~~Applicant.

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## **6. *5. Processing Fees and Deposits***

**6.1** 5.1 The Applicant must pay the fees described below, and the amount of these fees are established in the current District Rate and Fee Schedule, which is available on the District's website.

Initial Filing Fee. -Prior to processing of the initial Submittal, the

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**6.2** DeveloperApplicant shall submit a filing fee with the District. -This filing fee is not a deposit, and it is not subject to return to the Developer if the projectDevelopment is abandoned. Filing fees shall be as follows:

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— (a) — For subdivisions of under 300 lots, the filing fee is \$5.00 per lot; for subdivisions of 300 lots or more, the fee is \$3.00 per lot. The fee will be based on the number of lots shown on the subdivision map regardless of the date of proposed construction. The minimum fee is \$250.00.

— (b) — For Land not subdivided or in the process of being subdivided, the filing fee is \$25.00 per gross acre. If this land is later subdivided, full credit for the gross acreage fees will be given towards any additional fee required based on the number of lots. No refunds will be given.

— (c) — For industrial or commercial areas, motels, trailer parks, multiple dwelling units, and other areas not covered in the above, the initial and minimum filing fee will be \$500.00. The Developer will be billed for any additional District costs incurred in reviewing the initial submittal in excess of this amount. District costs are defined as all costs incurred by the District including engineering, legal and administrative.

— (d) — The District reserves the right to reduce the minimum fees for projects involving only a single residential, multiple dwelling, commercial or industrial unit for which the review is of a non-complex nature.

— (e) — For complex projects involving any combination of residential lots, apartments, commercial areas, etc., the filing fee will be computed as the sum of the individual types of land uses as shown above.

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## **5.2 Storage and Transmission Fee**

**6.3** The DeveloperApplicant shall pay to the District a storageTransmission and transmission fee. Storage Fee. The amount of this fee, is based on meter size, is shown in and peak demand in gallons per minute through the water service (see D. 2.8 (b) (6)), as described in the current District Rate and Fee Schedule. This payment must be received before the District will agree to serve the proposed development, and before the construction plans (Final Submittal) will be presented to the Board for approval.

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## **5.3 Fee for Plan Checking and Construction Inspection**

After approval of the amount of the construction cost estimate, the Developer shall file with the District a fee as required in the Subdivision Agreement. This fee is to cover the cost of plan checking, construction inspection, modifications of the water system maps, administrative, legal and auditing costs. The fee shall be a percentage of the approved construction cost estimate for the water system facilities: 5% for the first \$200,000 of construction costs, 3% for the incremental amounts over \$200,000. An additional 1% fee will be charged for plan checking for each resubmitted incorporating major project modifications. The minimum fee shall be \$250.00.

## **5.4 Special Deposits**

When the estimated cost of analysis, design, inspection, Administration, and construction of required water-supply, treatment, storage and transmission facilities for a development exceeds the amount to be collected by the District pursuant to Sections 5.1 and 5.3, the Developer will be required to file a special deposit to cover the cost of this work. Prior to the District directing the District Engineer or, as the case may be, the engineering consultant retained by the District, to proceed with the analysis of facilities required by Section A.2.1, or design of facilities described in Section A.4, the Developer shall deposit sufficient funds with the District to cover the full cost of this analysis and design work. After the construction is completed and approved by the District, the Developer will receive a final refund or statement of the balance due amounting to the difference between the deposit and actual costs incurred by the District.

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## **5.5 Environmental Impact Report Fee**

**6.4** The Developer shall pay to the District an environmental impact Report fee, covering all legal, engineering, administrative and other costs incurred by the District in the preparation of environmental review and environmental document preparation shall be borne by the Applicant. The Applicant shall reimburse the District for all costs related to this environmental review, covering all legal, engineering, administrative, and other costs incurred by the District in the review of an environmental impact or similar report required by the proposed water service extension or water system improvement pursuant to applicable State ~~of Federal~~ law, and the submission of such reports with the appropriate governmental agencies ~~or Federal~~ law.

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## **6. Bond and Insurance**

**6.5 6.1** At least 10 (ten) days prior to the commencement of construction, the ~~Developer~~Applicant shall ~~post a faithful performance bond~~ furnish to the District the following bonds:

**(a)** A Payment Bond in the amount of 100 (one hundred) percent of the estimated cost of the work. As part of the faithful performance bond, or by a separate maintenance bond Proposal for Construction amount, to guarantee payment of obligations referred to in Section 9550 et seq. of the Civil Code;

**(b)** A Performance Bond in the amount of 10-100 (one hundred) percent of the ~~cost~~ Proposal for Construction amount, to guarantee faithful performance of the work (with a \$2,000 minimum), the Developer shall guarantee the maintenance terms of the ~~work~~ Water Service Agreement; and

**(c)** A Maintenance Bond in the amount of 10 (ten) percent of the Proposal for Construction or the minimum bond purchase amount, whichever is greater, to guarantee against defective materials and faulty workmanship for a period of two (2) years following the time of completion of the work. Its final performance bond and/or from and after the maintenance bond shall name the District and the City of Half Moon Bay or

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other appropriate political agency as beneficiaries. The above bonds are the same as those described in the Subdivision Agreement acceptance of the work by the District.

**6.2** The Developer**bonds** shall hold harmless be in a form satisfactory to the District, its Manager, The surety and Engineer, and each of their officers, employees and agents in the manner set forth in the Subdivision Agreement. **sureties must be qualified to do business in California.**

**6.3** The Developer shall secure insurance in the amounts, of the types and containing the endorsements and requirements set forth in the Subdivision Agreement.

## **7. Construction**

**7.1** **7.1** Applicant shall commence installation of the Water Utility System Improvements no later than as specified in the Water Service Agreement (up to three months after the date of the Water Service Agreement), subject to extension for force majeure events not the fault of the Applicant. The Applicant shall complete its installation of the Water Utility System Improvements within 12 months after the date of the Water Service Agreement. If installation has not commenced or has not been completed by such dates, the District may terminate the Water Service Agreement, unless the delay is solely attributable to force majeure events, such as fire, flood, or earthquake, which are beyond the control of, and not the fault of, the Applicant.

**7.2** A minimum of **tent****twenty (20)** days prior to the start of construction, the following requirements shall be met:

**(a)** **(a)** The Developer**Applicant** shall file a tentative construction schedule with the District **Manager**.

**(b)** **(b)** The Developer**Applicant** shall postprovide the District with the bonds as described in Paragraph 6.1 and the Subdivision Water Service Agreement.

**(c)** **(c)** The Developer**Applicant** shall file with the District the insurance

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certificates as described in Paragraph 6.2 and the Subdivision Water Service Agreement.

(d) (d) The DeveloperApplicant shall file with the District the Proposal for Construction by a licensed qualified contractor for all Water Utility System Improvements.

(e) The Applicant shall submit the name and license number of the general contractor for the projectDevelopment, names and license numbers of subcontractors, if any, who will construct water improvementsWater Utility System Improvements. All contractors constructing Water Utility System Improvements including water mainline extensions, water improvements must hold a valid Class A services, or C-34~~fire~~ services connecting to the District's water system shall only be on the District's Approved Contractors List. Names of approved contractors license in the State of California are available from the District. To be added to the District's Approved Contractors List, a contractor must submit a fully complete Statement of Pre-Qualifications (SOPQ) based on the requirements of the District's current "Request for SOPQ for Approved Contractors List" and be pre-qualified by the District. A copy of the current "Request for SOPQ for Approved Contractors" List is available by request from the District. The District will notify Contractors within 21 (twenty-one) calendar days after receipt date of the SOPQ if the Contractor meets the District's pre-qualification standards.

(f) 7.2 The Applicant shall invite the District to a pre-construction meeting that shall take place at least 10 (ten) days prior to commencing construction.

(g) The Applicant shall submit all shop drawings and other construction submittals required by the District's Standard Specifications and Standard Drawings to the District. All shop drawings and construction submittals for Water Utility System Improvements shall be approved by the District Engineer prior to commencing

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construction.

**7.3** Prior to water line construction, all road and easement areas where water lines are to be installed ~~must~~shall be staked and rough graded. All meter and valve box locations and finished grades shall be staked prior to water line construction to confirm that the boxes are set in accordance with the District's Standard Specifications and Standard Drawings relative to the finished grade for paved or non-paved areas.

**7.4** ~~7.3~~ The District shall observe and inspect facilities solely to protect the interest of the District and to determine if completed work is acceptable to the District and can be incorporated into the District system. No responsibility is assumed for the ~~contractor's~~Contractor's operations or ~~his~~their safety practices. The ~~Developer and his representatives are~~Applicant is responsible for ~~the~~ correct location of facilities and for measurements and payments.

**7.5** ~~7.4~~ It will be the responsibility of the ~~subdivider~~Applicant or ~~his~~their representative to notify the District ~~Manager~~ at least ~~two (2)~~ten (10) working days in advance of the proposed starting date, and to ascertain that the District Inspector is at the site of the work when Water Utility System construction begins. The Applicant shall not commence construction of Water Utility System Improvements unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. If construction is not continuous, the District ~~Manager~~ shall be notified at least 48 ~~(forty-eight)~~ hours in advance as to when construction will resume. Any work performed without knowledge or consent of the District Inspector is subject to rejection by the District.

**7.6** 8. It will be the responsibility of the Applicant to file and obtain the necessary permits for the work. The Applicant is required to obtain permits specifically for the Water Utility System Improvement portion of the Development, independent from other aspects of the Development. The Applicant shall be responsible for completing all Water Utility System improvements within the valid permit periods.

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## **8. Changes During Construction**

**8.1** Changes to the ~~project~~Water Utility System Improvements that are necessary to the work during construction shall be submitted to the District for review and approval prior to the incorporation in the work.

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**8.2** Changes to the site development plans that increase water fixtures or peak water demand shall be submitted to the District for review and approval.

**8.2** The District ~~Manager~~ may, at ~~his~~ discretion, waive all or portions of the submittal requirements, depending upon the complexity of the change.

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## **9. Easements and Property Rights**

Prior to acceptance of the ~~plans and specifications~~final submittal, the ~~property owner~~Applicant will ~~dedicate~~grant to the District all necessary easements and property ~~rights deemed~~ required by the District for pump stations, pipelines, treatment plants, wells, storage tanks, meters, hydrants, valves, and other sites of water facilities for ~~this~~the proposed development. Pipeline easements shall be in accordance with Part 0 of these Regulations. Recording of maps with Public Utility Easements~~public utility easements~~ will not be sufficient. A separate deed for such easements shall be granted directly to the Coastsid County Water District or the Coastsid County Water District shall be named on the recorded tract map.

## **10. "As-Built" Drawings**

The ~~Developer~~Applicant shall ~~furnish the District with a copy of~~transmit the recorded ~~Subdivision~~Development Map ~~together with mylar reproducible drawings in~~electronic PDF and AutoCAD formats of the completed improvements showing "As Built" conditions. "As-Built" drawings shall be submitted even if the improvements were constructed without any deviations from the approved plans and specifications. Each drawing shall be signed by the ~~Developer's~~Applicant's Engineer, who shall be a Registered Civil Engineer in the State of California, certifying that the drawings correctly

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indicate "As-Built" conditions.

The certificate shall be in the following form:

"Date \_\_\_\_\_"

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This is to certify that this Drawing has been corrected to show the water system  
and related facilities as constructed.

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RCE No. \_\_\_\_\_"

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Name

The "As-Built" drawings shall show the location of all valves in accordance and bends with the District standard detail entitled "Gate Valve Location and Marking."  
Location dimensioning in feet from two fixed points or coordinates provided in California State Plane, Zone 3, NAD83. Locations of all water lines shall be dimensioned in feet from front face of nearest curb. Valve and pipeline marker posts shall be installed in unpaved areas where curb and gutter do not exist.

#### **1. 11. Final Acceptance**

10.1 11.1 When the District Manager is satisfied that all improvements are in accordance with the approved plans and specifications, in accordance with good construction practices and that all pressure tests, bacteriological tests and compaction tests have been satisfactorily completed, he shall so certify in writing be located in the field by the District.

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11.2 The District Manager will place consideration of approval of the agenda of the next regular meeting for action by the Directors, after which the District Manager will immediately notify the City of Half Moon Bay or the appropriate political agency of the approval or acceptance.

10.2 11.3 After acceptance After District approval of the As-Built drawings, the

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District will transfer all pertinent information on the As-Built Drawings to the District's official maps at the Applicant's expense. The Applicant will be responsible for the cost of updating the relevant maps with the information from the As-Built Drawings.

## **11. Final Acceptance**

**B. Regulations-Regarding-When the District is satisfied that all Water Utility System Improvements are in accordance with these regulations and the District's Standard Specifications and Standard Drawings, the Water Service Agreement, the approved plans and permits; the District shall certify in writing upon final acceptance by the District Board.**

## **C. Procedure for Non-Complex Pipeline ExtensionsNew and Modified Water Service Connections to Existing Water Mains**

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Certain applications for water service involving construction of pipeline extensions of a non-complex naturenew service connections to existing water mains to serve property located in previously subdivided locations may be processed under the provisions contained in this Part C as reasonably determined by the Manager. In such circumstances, the applicant for water service shall submit a formal application for service, together with a non-refundable processing fee in the amount of One Hundred and Fifty Dollars (\$150.00),District, whereupon the District shall determine the nature, size, and location of the facilities necessary to render service to his/the property.

Provisions contained in this Part C are intended for water service connections and facilities that do not require a water mainline extension and can rely on the District's Standard Specifications and Standard Drawings without the need for additional technical plans and specifications. Example facilities include domestic services, irrigation services, fire services, and hydrants that are installed on an existing water main. (The applicantDistrict receives additional requirements from the Coastsid Fire Protection District for fire services and fire hydrants). The most current edition of the

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California Plumbing Code shall be referenced for sizing and other miscellaneous requirements. The Applicant must comply with requirements of District Ordinances, including requirements related to water use efficiency and water conservation.

The Applicant shall agree in writing to pay for the entire cost of all such facilities required to provide water service to histheir property, which costs shall be in addition to the storage Transmission and transmission feeStorage Fee and other applicable charges and deposits imposed by the District by resolution. An estimate of the design and construction costs associated with the Water Utility System Improvements needed water improvements shall be prepared by the ManagerDistrict and submitted to the applicant for serviceApplicant, and prior to the commencement of said design and construction work, the applicantApplicant shall pay said estimated cost, in cash, to the District. upon receipt of invoice. The application maymust be approved by the General Manager or may be submitted to the Board of Directors for its approval and, if such approval is granted, the District thereupon shall undertake and complete the workDistrict.

Upon completion of the work, any remaining portion of the sum previously submitted by the applicantApplicant shall be returned; any shortage or additional funds required to fully reimburse the District for costs expended in completing the work shall be paid, in cash, by the applicant as a prerequisiteApplicant prior to the issuance of a meter. Except as provided in Section E, infra, no refund agreements shall be entered into by the District.(s).

## **D. C.—Engineering and Construction Standards**

### **1. 1. General**

1.1 4.1—All Developments within the District shall meet the requirements of the current version of the District's Standard Specifications and Standard Drawings. It is the intent of the Coastside County Water District to publish certain typical standards which willDistrict's Standard Specifications and Standard Drawings to give a degree of uniformity to design of in-tractonsite facilities, construction procedures, materials and

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equipment used within the District. ~~The standards presented herewith~~The District's Standard Specifications and Standard Drawings are to be used as a guide for those preparing plans and specifications for ~~projects~~Developments within the District. ~~THEY ARE NOT A COMPLETE SET OF SPECIFICATIONS.~~These Standard Specifications and Standard Drawings may not cover all Development elements. Where additional engineering design is necessary, the District's Standard Specifications and Standard Drawings shall be supplemented with additional technical specifications and details.

**1.2** ~~1.2~~ Good, sound engineering practice precludes the use of a rigid set of standard specifications for every conceivable condition that may be encountered throughout the District. ~~It~~For all Developments except those determined by the District to be processed under Part C, herein, it is required that the ~~Developer's~~Applicant's Engineer prepare a set of plans and specifications based upon the ~~District standards~~District's Standard Specifications and Standard Drawings. Plans shall be complete, showing all necessary dimensions and location of all fittings, fire hydrants, air releases, services and blowoffs. The drawings shall indicate the type of joint (~~push-on~~, mechanical or flanged) for each fitting; this will require providing a detail for each piping intersection. ~~A utility service master plan shall be submitted with the engineering drawings showing for each lot the service box locations of (1) Pacific Gas & Electric Co., (2) Pacific Telephone and Telegraph Co., (3) Coastside County Water District, and (4) United States Postal Service.~~

**1.3** ~~1.3~~ The ~~District standards~~District's Standard Specifications and Standard Drawings shall not be adopted by reference unless a copy of the ~~standards~~District's Standard Specification(s) and Standard Drawing(s) is appended to the ~~project~~Development plans and specifications. Where this is done, the inapplicable portions ~~of the District's Standard Specifications and Standard Drawings~~ shall be deleted ~~from the standards~~.

**1.4** ~~1.4~~ The standards presented ~~The District's Standard Specifications and Standard Drawings~~ are subject to revisions and additions at any time without notice. Latest revision dates are shown on ~~each~~the title sheet ~~and~~of the District's Standard

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Specifications and Standard Drawings and each standard detail sheet; it shall be the duty of those using the standardsDistrict's Standard Specifications and Standard Drawings to see that the latest revision is used. Copies of the standardsA copy of the District's Standard Specifications and Standard Drawings may be seenreviewed at the District Office or the office ofon the District Engineer at the addresses indicated belowWebsite:

Coastside County Water District  
766 Main Street  
Half Moon Bay, CA 94019  
Telephone: (650) 726-4405

James S. Teter  
Consulting Engineer  
15 Bayview Drive  
San Rafael, CA 94901  
Telephone: (415) 453-0754

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1.5 Reference is made to "Regulations Regarding Water Service Extensions and Water System Improvements," Section A, supra, which state the procedures to be followed pertaining to submission of plans and specifications as well as other matters pertaining to water improvements.

1.6 Website: <https://coastsidewater.org/engineering-department/>

1.5 In addition, the projectDevelopment specifications shall contain the following:

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(a) The ContractorApplicant shall designate in writing the name, address, telephone

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(a) number and emergency telephone number of the individual who will have responsible charge of the projectDevelopment and to whom District orders shall be

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directed.

(b) The Contractor's representativeApplicant shall give the District written notice not

(b) less than two(2)ten(10) working days in advance of the actual date on which the work will be started. Where work has been halted because of inclement weather or any other reason, it shall be the duty of the ContractorApplicant to notify the District at least forty-eight (48) hours before resumption of work. Any extra expense of the District due to failure to notify shall be charged against the DeveloperApplicant. The ContractorApplicant shall immediately notify the District if work is to be halted for any reason.

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(c) All salvaged material and Any materials or equipment deemed salvageable by the District shall remain the property of the

(c) District and shall be delivered to the District Yard in Half Moon Bay or the District Property in Pilarcitos Canyon, as directed by the District Representative.

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(d) Connections to or modifications to the existing system shall only be

(d) made by a contractorContractor previously approved by the District.

Names of approved contractorsContractors are available from the District Manager.

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## 2. 2. **Basic Design Criteria**

### 2.1 2.1 General

The following basic design factors have been prepared as a guide for use in sizing water lines and storage facilities. Flows Shallshall be increased to meet the actual demands of the user where required.

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### 2.2 Abbreviations

gpdpc — gallons per day per capita gpapd — gallons per acre per day

pgadapd — gallons per average daily attendance per day

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gpm — gallon per minute

2.3 Domestic Consumption

Average annual per capita consumption	130 gpdpc
Commercial use	1,000 gpapd
Light industrial use	2,000 gpapd
Schools	50 gpadapd
Parks	500 gpapd
Peak monthly rate	165% of average

day

Peak daily rate	230% of average
-----------------	-----------------

day

2.4 Fire Flows

Fire flows shall be in addition to average daily domestic demands. See storage and transmission requirements below:

Residential areas	1,000 gpm for	4 hours
Multiple dwelling areas	1,500 gpm for	4 hours
Schools and commercial areas	2,500 gpm for	4 hours
Industrial areas	3,000 gpm for	6 hours

Water requirements for fire sprinkler systems shall be given special consideration.

2.2 2.5 Storage

WaterDistrict water storage tanks shall be sized to meet domestic, industrial irrigation, and fire flows as estimated by the District Engineer simultaneously. Tank elevations and service zones will be determined by the District. Generally, initial construction of storage volume sufficient to meet the full development of the projected service area will be required. Where construction of an incremental portion of the future

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requirements (fully developed service area) is permitted, sufficient property shall be provided and the site grading completed to meet the future requirements. ~~All storage tanks shall be located to be concealed from view as much as possible, and shall be landscaped.~~ Cathodic protection may be required.

Minimum volume of storage for a service area shall be determined as the largersum of the following values:

(a) (a) 24Operational Storage Volume: 25 (twenty-five) percent of max day demand (MDD) or four-hour storage atof the peak daily rate of domestic consumption plushour demand (PHD), whichever is greater.

(b) Fire Storage Volume: The maximum required fire flow volume (flow times duration) within a service area as determined by the Coastside Fire Protection District.

(c) Emergency storage. Volume: Three-day storage of the average day demand (ADD).

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(b) ~~Volume required to meet 5-day peaks of domestic consumption plus fire storage. This 5-day value will be calculated as the deficit between the available flow of water into the service area on peak days and the peak daily consumption within the area.~~

## 2.3 2.6 Transmission Pipelines:

(a) Transmission pipelines are defined as pipelines 12that are 10 inches in diameter and larger. All transmission pipelines shall be initially sized to meet the future requirements of the fully developed service area (peak daily demands plus fire demands) with the lowest practical pressure loss.

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(b) 2.7 Maximum pressure losses shall not exceed 3 feet per 1,000 feet of mainline at peak hour demand conditions or 10 feet per 1,000 feet of mainline at

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maximum day demand plus fire flow conditions in design.

(c) Maximum velocities shall not exceed 6 feet per second during peak hour demand conditions or 10 feet per second at maximum day demand plus fire flow conditions in design.

## **2.4 Distribution Mainlines, Other Pipelines, and Appurtenances**

(a) (a) All materials and installation procedures for piping and appurtenances shall conform to the list of Approved Materials, infra, published latest edition of the District's Standard Specifications and Standard Drawings.

(b) The two following conditions shall be considered by the District, and shall be installed in accordance with the District Standard detail for the design of all water mains:

- (1) (b) At maximum day peak hour demand, the operating or "residual" pressure at all water service connections shall be at least 35 pounds per square inch.
- (2) At average maximum day demand plus fire flow, the operating or "residual" pressure in the area of the fire shall not be less than 20 pounds per square inch.

(c) Pipelines shall be sized by the District to serve the general water service vicinity; oversizing above the needs of a specific subdivisionDevelopment may be required. Generally, the following minimum pipeline sizes will be applicable for residential areas without multiple dwelling units:

- (1) (1) For pipelines with fire hydrants, minimum diameter shall be 68 inches;

- (2) (2) For pipelines without fire hydrants, minimum diameter shall be 46 inches with a maximum length of 650500 feet; longer with no future extensions;

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(3) For pipelines between 500 feet and 1,500 feet the minimum diameter shall be 6-inch diameter; 8 inches; Formatted: Heading 5, Indent: Left: 0"

(4) (3) For cur-de-sacs pipelines more than 1,500 feet in length criteria will be developed on a case-by-case basis with 4 services or less, minimum size the District;

(d) For all pipelines, maximum velocities shall be 2 inches; and not exceed 6 feet per second during peak hour demand conditions or 10 feet per second at maximum day demand plus fire flow conditions in design. Formatted: Heading 4, Indent: Left: 0"

(4) For cur-de-sacs with 5 or more services, minimum size shall be 4 inches.

(e) (e) Pipelines shall be installed with a minimum of 3036-inches cover over the top of the pipe. Formatted: Heading 4

(f) (d) Pipelines shall be looped to form a grid network. Dead ends shall end water mainlines or distribution systems with single tie-in connections are to be avoided wherever possible. Where dead ends are unavoidable, as determined by the District, provision shall be made for blowing off the line mainline by means of a blow-off valve or hydrant.

(e) Pipelines shall be installed within the public right-of-way wherever possible, whenever possible, and shall extend the entire length of the property line facing the public right-of-way. The District requires a 20-foot-wide permanent easement for water lines mainlines within private property.

(g) (f) Water lines shall not be located closer horizontally than 10-feet from a sanitary sewer, except where bottom of water the center of the pipe will be at least 12 inches above the top of the sewer pipe, in which case 6-foot minimum horizontal spacing will be permitted. Where water lines cross under sewer lines, the sewer pipe for a distance of at least 10 feet on each 10' (ten feet) on either side of the crossing shall be fully encased in concrete water mainline. Additional easements will be required for laterals, meters, hydrants, valves, and other appurtenances as determined by the

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District.

(h) (g) Water mainlines and non-potable pipelines shall be placed to conform to the California Code of Regulations Title 22, Division 4, Chapter 6, Section 64572. If the Applicant and the District agree that the requirements of the California Code of Regulations cannot be met, the Applicant must prepare and submit a waiver request to the State Water Resources Control Board. The waiver request shall be submitted to and approved by the District prior to submission to the State Water Resources Control Board.

(i) Each service zone (pressure zone) will normally have normal pressures in pipelines from 35-~~115-150~~ pounds per square inch (psi). Where pressures are at or above ~~7580~~ psi in the distribution system, pressure reducing/regulating valves shall be installed on the individual services. Pressure reducing valves on District pipelines will not be permitted. private water supply line before the water enters the structure. In areas with lower service zone pressures, the District may require Applicants to acknowledge the pressure conditions in the Water Service Agreement, record a notice of low water pressure, and consider the lower pressures in the design of the Development's interior plumbing.

(j) (h) Each domestic water service shall have a primary control valve installed on the private water supply line before the water supply enters the structure.

(k) Each domestic water service shall have a hose bib connection in the front or the side of each structure where the water enters the structure so that the private water supply line can be flushed without water entering the structure.

(l) Valves shall be installed at maximum intervals of ~~800500~~ feet in main pipelines and on all branchbranched pipelines connected to the main linesmainlines. Valves will be located at street intersections; the number of valves will ordinarily be one less than the number of radiating lines, or where operationally necessary.

(m) (i) Fire hydrants. Locations of fire hydrants are subject to the approval of the Half Moon Bay Coastside Fire Protection District. Hydrants shall be located at a

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maximum 500-foot spacing. Steamer connections are required on hydrants in commercial, industrial and school areas, unless otherwise directed by the Coastsides Fire Protection District. Hydrants shall be installed on the mainline with the largest size available main with hydrant on supply side of intersection cut-off valves fire flow as determined by the District Engineer. Fire hydrants shall be located where flow can be provided from two directions; fire hydrants on dead-end lines shall be avoided whenever possible, unless otherwise approved by the District.

(n) (j) Air release valves shall be installed at high points in water distribution lines where air may accumulate. Services shall be located at high points where possible according to minimize the need for air release valves. Combination air District's Standard Specifications and vacuum relief valves shall be installed at high points in water transmission pipelines Standard Drawings.

(o) (k) Blow off connectors shall be provided at low points in the system installed according to the District's Standard Specifications and Standard Drawings.

(p) (l) Pumps will shall not be permitted to be direct directly connected to the District pipeline. Where a water user requires greater pressure than is available at the water meter, an air gap system shall be constructed by the user between the water meter and the booster pump, in accordance with the District's Standard Specifications and Standard Drawings and the District's current Cross Connection Control Program and Plan (CCCPP). District shall not be responsible for operating or maintaining pumps.

After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 24 (twenty-four) hours notice. Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the Applicant. District meters and service connections shall not be installed after a private pumping system.

(m) Backflow preventors prevention assemblies shall be installed on water service connections in accordance with the District's Standard Specifications and

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Standard Drawings, the Coastside County Water District CCCPP, and all State and Countylocal regulations. These installations shall include, but not be limited to, C1) services which have an operational well on the site, and C2) Nurseries and similar users which distribute fertilizer by means of the irrigation water supply.

## 2.5 2.8 Refilling Backfilling Trenches and Repaving

Trench-backfill materials, compaction requirements, repaving and guarantees shall comply with appropriate requirements of the Caltrans, City of Half Moon Bay and, County of San Mateo County, and the District's Standard Specifications and Standard Drawings.

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## 2.6 2.9 Testing

The water systemWater Utility System shall be tested in accordance with Section 13, "Hydrostatic Tests," of the American Water Works Association the District's Standard Specifications for Installation of Cast-Iron Water Mains, except that leakage shall not exceed one-quarter of the volume allowed by the AWWA and Standard G600 as tabulated below: Drawings.

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Pipe-Diameter, Inches	Total Leakage Permitted for 4 hr Test Period per 100 Lineal Feet of Pipe, in Gallons
4"	0.09
6"	0.14
8"	0.19
10"	0.24
12"	0.29
14"	0.33
16"	0.38

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Test pressure shall be 200 psi. The system shall remain under test pressure not less than 4 hours. Water for testing shall be potable water purchased from the District at established District rates. All gages, meters and taps shall be furnished by the Contractor and shall be calibrated by a certified test laboratory within one week of their use.

## **2.7 2.10 Disinfection**

The water system shall be disinfected by introducing sufficient chlorine solution to provide 50 ppm of available chlorine throughout the system. The chlorine shall be introduced at a point within 18 inches of the point of water service after the system has been thoroughly flushed. The chlorine solution shall be retained in the pipeline for not less than 24 hours. The system shall be considered disinfected upon satisfactory completion of bacterial examinations conducted by the District.

Water for disinfection and flushing shall be potable water purchased from the District at established District rates. Cost of bacteriological tests will be paid by the Contractor.

**2.11** The water system shall be disinfected in accordance with the District's Standard Specifications and Standard Drawings.

## **2.8 Service Connection Requirements (Other Than Fire Protection Service)**

### **(a) Definitions**

**(1) Service Connection.** An assembly consisting of the District-owned pipeline from the water main to the outlet side of the water meter, the meter box, fittings, and water meter.

**(2) Individual Service Connection.** A service connection which includes the installation of only one water meter. The service connection size is the pipeline diameter between the District water main and the water meter, and

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this pipeline shall be the same diameter as the meter size.

(3) **Master Service Connection**. A service connection which includes the installation of more than one water meter. The service connection size is the pipeline diameter between the District water main and the water meters, and this pipeline shall be the same diameter that would be required if the premise was to be provided water service through an individual service connection.

(4) **U.P.C.** Uniform Plumbing Code, 1988 Edition or subsequent editions.

(5) **Adequate Flow**. The total estimated peak water supply demand of the premise on the water service connection.

(6) **Minimum Water Pressure**. At the plumbing fixture located at the highest elevation and the farthest distance away from the water service connection, a minimum water pressure of 25 psi for residential buildings and 15 psi for non-residential buildings during peak water supply demand periods.

(7) **Building**. A structure with a contiguous roof under which the structural walls and foundations are not separated by more than one access way.

(b) **Location**. Service connections shall be installed in such a manner that the water meters are conveniently accessible to District personnel and that the length of the service connection piping is minimized. Location of service connection facilities shall be subject to the approval of the District.

(c) **Individual/Master Service Connections**

(1) **Individual Service Connections**. All service connections shall be individual type except where master service connections are specifically permitted, under Section 3-Cb). Both domestic and irrigation water may be supplied through an individual service connection.

(2) **Master Service Connections**. Master service connections may be installed only under the following conditions:

i) For multiple residential units or commercial units within one building, all of which is owned by a single legal entity (examples could include duplexes and apartments). Irrigation water may be provided

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through the master service connection only if (a) the irrigation system peak-demand is included in the total estimated peak water demand calculations for the master service connection, or (b) if the irrigation system is automatically operated during non-peak water demand periods.

ii) For multiple residential units or commercial units within one building which is or may be owned by more than one legal entity only if (a) irrigation water is provided by a separate service connection or non-District water supply source, or (b) the building occupies the entire area of the land parcel and any adjoining land under common ownership is provided with irrigation water by a separate water service connection or non-District water supply source (examples could include condominiums and townhouses).

iii) For second dwelling units, as permitted by Section G of the District's "General Regulations Regarding Water Service".

No more than one building may be served by a master service connection. The District may require more than one master service connection for a building if necessary for conformance with good waterworks engineering practice.

**(a) (d) Sizing of Water Service Connections**

(1) Each service connection shall be sized by the District to provide adequate water

(1) supply service based on peak flow and fixture unit counts (in conformance with the requirements for "adequate flow", "maximum velocity" and "minimum water pressure") for the premise, and the sizing of the service connection shall be in conformance with the procedure described below. Water meters will not be installed and water service will not be provided at a new location until the owner/applicantApplicant has demonstrated to the District that the total peak flow demand installed is within the capacity of the service connection previously purchased for that location. After a meter has been installed and water service initially provided, the

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~~owner/applicant~~Applicant shall not install additional water-using devices which will result in a total peak flow demand in excess of the peak flow capacity of the water service connection purchased.

~~(2) The size of water service connections shall be determined by the following procedure:~~

~~(2) i) Step 1: High Peak Velocity and District Water Mainline Low Pressure. Maximum velocity in the water service connection pipeline (other than fire protection services) shall not exceed eight (8) feet per second. Where the velocities in the water service connection pipeline would exceed eight (8) feet per second based on the meter size table below and at locations of service connections with lower service zone pressures (as acknowledged in the Water Service Agreement), the District will allow for the size of the water service connection pipeline and/or meter as practicable to minimize pipeline velocities and friction losses without an additional Transmission and Storage Fee.~~

**(b) Other Metering Considerations**

~~(1) The total estimated peak water supply demand on the service connection shall be calculated as the sum of (a) the peak flow of based on the plumbing fixtures fixture count as determined from Table A-2 and Charts A-2 and A-3 by the method in Appendix A of the U.P.C., most current California Plumbing Code and (b) the peak flow of other devices such as irrigation systems and equipment. The demand weight of plumbing fixtures not shown in the U.P.C. California Plumbing Code will be assigned by the District based on other recognized industry publications where applicable and based on engineering experience of the District in all other cases (Note: for master service connections, the total estimated peak water supply demand on each water meter must be calculated separately as well as the total peak~~

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water-supply demand on the service connection.).

ii) **Step 2:** Select the smallest size of service connection (or combination of Service connections) and meters are assigned to a parcel by assessor parcel number (APN) and shall provide water to that single parcel.

(3) The location of the meter shall be determined by the District and consider the advanced metering infrastructure requirements for remote reading. Meters shall remain visible and accessible from the Table below which has public right of way and shall not be placed behind fencing or vegetation/landscaping.

(4) A dedicated irrigation meter is required for parcels with irrigated landscaped areas greater than or have sufficient capacity for the total estimated peak water-supply demand calculated in Step 1:equal to 5,000 square feet.

(5) Mixed-use developments on a parcel (residential with nonresidential) shall be required to meter each separate type of class of use based on the Rate and Fee Schedule.

(6) Meter Size

<b>SIZE</b> <b>Meter Size</b> <b>(inches)</b>	<b>Peak Flow Capacity in Service Connection</b> <b>Gallons Per Minute</b> <b>(gpm)</b> <b>(gallons per minute)</b>	<b>Equivalent Water Connections</b>
5/8" x 3/4"	20 gpm	1
3/4"	30	1.5
1"	50	2.5
1-1/2"	100	5.0
2"	160	8.0
3"	350	17.5
4"	600	30
6"	1000	50

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*This table was established with the Crystal Springs Project and is used to determine the minimum meter size and the associated Transmission and Storage Fee and number of connections assigned to the water service. The service line will be sized according to best engineering practices and with a maximum velocity of 8 feet per second. Service lines and meters with peak flows over 50 gallons per minute require review and approval of the District Engineer.*

## 2.9 The Service Connection Requirements for Dedicated Fire Service

### Connections

(a) Fire services are sized based on criteria (flow measured in gallons per minute at a corresponding pressure measured in pounds per square inch) provided by the Applicant and approved by Coastside Fire Protection District.

- (1) Dedicated fire services shall not be installed on water distribution pipes less than four (4) inches in size. Fire services two (2) inches or larger may require a connection to a distribution pipe greater than four (4) inches, as determined by the District.
- (2) Maximum velocity in the fire service connection size calculated by this procedure is the based on the flow criteria (gallons per minute) approved by Coastside Fire Protection District shall not exceed 10 feet per second.
- (3) Dedicated fire services shall be designed to accommodate the pressure losses from the backflow prevention assembly.
- (4) The minimum fire service size that the applicant may use for a single-family residence shall be one (1) inch.

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### (e) Metering

(1) All separate residential or commercial units (other than residential units in multiple unit buildings in excess of three stories in height) shall be furnished water through separate individual water meters.

- (5) For individual The minimum fire service size for a non-single-family residence shall be two (2) inches.

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(2)(b) A Transmission and Storage Fee is not required for dedicated fire service

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connections, the water meter shall be.

## **E. Appeals**

If the same size as Applicant wishes to pursue an appeal of a District determination pertaining to these Regulations, the service connection.

(3) For master service connections, each water meterApplicant shall be

sizedprovide a detailed written basis for the portion of the total demand for which it provides service. Select the smallest size water-meter from the Table below which has sufficient capacity for the estimated peak water-supply demand to be served:

<u>Water its appeal</u>	<u>Meter Size</u>	<u>Peak Flow</u>
<u>Minute</u>		<u>Capacity in</u>
		<u>Gallons per</u>
5/8" x 3/4"		20 gpm
3/4		30
1"		50
2"		160
3"		350

### **(f) Water Pressure**

Step 1: Determine the preliminary size of the building-supply piping using U.P.C. Table 10-2, and the service-connection piping determined from Section 4. (Note: Consult District for pressure in address the appeal to the District's water main at the service-connection location.)

Step 2: Calculate the water pressure under estimated peak water-supply-demand conditions at the plumbing fixture located at the highest elevation and the farthest distance away from the water-service connection. The calculations shall be performed using Chart A-1 of Appendix A of the U.P.C. for

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friction losses through water meters, Table A-3 of Appendix A of the U.P.C. for friction losses through valves and fittings, and Chart A-4 of Appendix A of the U.P.C. for piping friction losses. The calculations shall be performed by a qualified professional engineer licensed in the State of California. If this calculated pressure meets the District's "minimum water pressure" requirements (see Section 2.11.1(f)), the preliminary size piping used for the calculations is acceptable. If this calculated pressure does not meet these minimum requirements, it is probable that resulting water service will not meet customer acceptance standards. It shall be the responsibility of the owner/applicant to improve water pressure by:

- (1) increasing the size of building piping; or
- (2) installing a larger service connection; or
- (3) installing a pumping system conforming to District requirements.

If the owner/applicant elects not to improve the pressure by any of these means, but the pressure meets minimum U.P.C. requirements, the District will approve the application only if the owner/applicant consents to recordation of a notice to future owners and applicants of the low water pressure situation and the owner/applicant's sole responsibility therefor and agrees to indemnify the District against any and all costs resulting from the low pressure.

**District Water Main Low Pressure.** At locations of service connections where the normal pressure in the District's water main is below 35 psi, the District will increase the size of the water service connection pipeline as practicable to minimize pipeline friction losses at no cost to the applicant.

**(g) Pumping Systems.** At service connections for which a gravity flow installation does not provide at least minimum water pressure for the premise, the owner/applicant may at his own risk and expense install and maintain a pumping system (hydro-pneumatic system) as required to maintain adequate water pressure to the premise at all times. These pumping facilities shall be installed on the downstream

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side of the water meter for individual service connections and on the upstream side of the water meters for master-service connections, and shall conform to the following installation requirements:

- (1) The District's water main and the pump shall be physically separated by an airgap as defined in the U.P.C. The airgap separation shall be at least double the diameter of the supply pipe, measured vertically from the flood rim of the receiving vessel to the supply pipe;
- (2) The installation shall include standby pumping equipment with a capacity equal to the system total estimated peak water supply demand; and
- (3) The installation shall include a standby engine-generator system for operation during PG&E power outages. The pumping system shall be designed by a qualified professional engineer licensed in the State of California, and shall be submitted to the District for review for conformance with District requirements. After completion, the District shall have the right to inspect the pumping system installation for conformance with District requirements upon 72 hours notice.

Pumping systems, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the owner/applicant.

(h) **Cross-Connection Control.** Service connections shall be installed in conformance with the regulations of the State of California (California Code of Regulations, Title 17, Section 7583 through 7605) and the County of San Mateo. Water meters will not be installed and water service will not be provided at a new service connection until the owner/applicant has completed installation at his expense of any backflow prevention device required for conformance with all applicable cross-connection control regulations. These devices, while installed in conjunction with the District-owned service connection, shall be owned and maintained by the owner/applicant.

## **D. Approved Materials**

### **1. General Manager.**

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The following list of approved materials for water system construction has been established for the purpose of standardizing all materials so as to minimize the supply of spare parts and repair materials to be stocked by the District. Substitution of types of materials will not be permitted, although similar and equal products of manufacturers not named will be given consideration for items not requiring stocking of spare parts by the District.

The materials described herein are suitable for use under normally encountered conditions. Use of special materials will be required for special circumstances.

References herein to standard specifications of various organizations shall pertain to the current revisions of those specifications.

## **2. Pipe**

### **2.1 Pipelines 4 Inches and Larger in Diameter**

**a) General.** These pipelines shall be ductile iron pipe. In areas where soil conditions are known to be quite corrosive to metallic pipe, the District may require installation of a polyethylene film sleeve around the pipe. If pipe of foreign manufacture is proposed for use, each length of pipe shall be given a witnessed pressure test of 500 psi after delivery to California to eliminate those pipes damaged in transit.

**(b) Pipe** shall be ductile iron designed in accordance with ANSI Specification A21.50 (AWWA C150) except that the minimum thickness class shall be as shown below, and manufactured in accordance with ANSI A21.51 (AWWA C151). Pipe shall be furnished with standard thickness cement mortar lining conforming to ANSI A21.4 (CWWA C104), and the manufacturer's standard bituminous coating approximately 1 mil thick. Pipe joints and corresponding pipe thickness class shall be in accordance with the following:

(1) Push-on type joints shall normally be used for all buried piping. Rubber gaskets for these joints shall conform to ANSI A21.11 (AWWA C111). Minimum thickness class for push-on joint pipe shall be Class 52.

(2) Mechanical joint pipe shall be used where required adjacent to

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valves or fittings (see specification under fittings below). Minimum thickness class for mechanical joint pipe shall be Class 52.

(3) Flanged joint pipe shall be used where required adjacent to valves or fittings, and shall conform to ANSI A21.15 (AWWA C115). See additional requirements under fittings below. Minimum thickness class for flanged joint pipe shall be Class 53.

(e) Fittings shall be gray iron or ductile iron conforming to ANSI A21.10 (AWWA C110) and ANSI A21.10a (AWWA C110a) with standard thickness cement mortar lining conforming to ANSI A21.4 (AWWA C104) and the manufacturer's standard bituminous coating approximately 1 mil thick. Fittings shall be in accordance with the following:

(1) Push-on fittings shall normally be used for all buried piping. Rubber gaskets shall conform to ANSI A21.11 (AWWA C111).

(2) Mechanical joint fittings shall be used where required adjacent to valves. Rubber gaskets shall conform to ANSI A21.11 (AWWA C111). Bolts and nuts shall be high-strength, heat-treated cast iron tee head bolts with hexagon nuts.

(3) Flanged fittings shall be used where required adjacent to valves. Flanges shall be threaded, screw-on type, 125 pound class, drilled in accordance with ANSI B16.1. Gaskets shall be 1/2 inch thick, of SBR or neoprene rubber. Bolts shall be standard black machine bolts with square heads and cold pressed hexagon nuts.

(d) Pipe taps without use of a service saddle will be permitted in accordance with ANSI A21.5i (AWWA C151) as shown below:

PIPE SIZE	MAXIMUM TAP SIZE
4"	3/4"
6"	1-1/4"
8"	1-1/2"
10"	2"
12"	2"
14"	2"

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16"	2"
-----	----

(e) **Polyethylene encasement** of pipe will be required in installation areas with severely corrosive soils. Polyethylene encasement shall be in accordance with ANSI A21.5.

#### 2.2 Pipelines Smaller Than 4 Inches in Diameter

These pipelines shall be either PVC (polyvinyl chloride) or galvanized steel pipe as determined by the District based on the corrosiveness of the soil in the area of installation.

(a) **PVC pipe.** Material for this pipe shall conform to ASTM Specifications D1784 and D2241. The pipe shall be pressure class 200 psi (2:1 safety factor) with a SDR 21. Fittings shall be PVC meeting the same specifications, or cast iron or ductile iron. Joints shall be push-on-type with integral pipe bell and rubber rings meeting the requirements of ASTM Specification D1869. Each length of pipe shall be marked with the manufacturer's name, diameter, material type and grade, pressure rating and SDR number, and the NSF (National Sanitation Foundation) marking of approval for potable water.

(b) **Galvanized steel pipe.** This pipe shall conform to ASTM Specification A-120, Schedule 40. Fittings shall be galvanized malleable iron conforming to ASTM Specification A197. Joints shall be threaded conforming to ANSI Standard B2.1. Unions shall conform to ASTM Standard A197, 150-pound class malleable iron. Galvanizing of pipe, fittings and unions shall conform to ASTM Specification A-153. Threads shall be coated with Teflon tape prior to joining.

### 3. Service Piping and Fitting

Service piping from water main to meter shall be Type K, soft copper tubing. Fittings shall be brass or bronze; all shall conform to AWWA Specifications for materials and dimensions. Fitting and connections shall be angle-grip seal compression type not

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requiring flanging such as the Hayslite type. The following Hays model numbers are listed as a standard of quality; similar and equal products by Ford will be acceptable.

Corporation stops	Hays No. 5200-CF and 4400-CF
Meter stops	Hays No. 25012-CF
Unions	Hays No. 5615-CF
Tees	Hays No. 5622-CF

#### **4. Service Saddles**

Service saddles shall have malleable iron or ductile iron bodies, neoprene gaskets, and corrosion-resistant straps and nuts. The Rockwell (Smith-Blair) type 311 and 313; Superior style 31 and 32; and similar and equal Mueller model are acceptable models. Service saddles will be required in accordance with the following table:

<u>Pipe-Size Tap</u>	<u>Size Requiring Saddle</u>
4"	1" and larger
6"	1-1/2"
8"	2"
10"	2-1/2"
12"	2-1/2"
14"	2-1/2"
16"	2-1/2"

Threads for the outlet shall normally be CC type except where IPS type is specifically required.

#### **5. Fire Hydrants**

Fire hydrants shall be wet barrel type with two 2-1/2" hose nozzle outlets, and

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with one 4-1/2" steamer nozzle in areas zoned industrial, commercial or school. Hydrant piping connection shall be push-on or mechanical joint type. Hydrants shall be Claw Vanguard type 645N or 665N as required. Extension pieces may be required in some areas.

## **6. Valves**

**6.1** Buried valves smaller than 4 inch size shall be brass body gate valves with flanged or screwed end connections and non-rising stem handwheel operators. The Hammond model IB645 is listed herein as a standard of quality.

**6.2** Buried valves 4 inch size through 10 inch shall be iron body, bronze mounted, double disc AWWA gate valves with push-on or mechanical joint end connections (except where flanged connections are required) and 2 inch square non-rising stem operating nuts. These valves shall be Mueller model A-2380.

**6.3** Buried valves 12 inch size and larger shall be butterfly valves meeting the requirements of AWWA Specification C504-66, class 15-B, and shall be provided with 2 inch square non-rising stem operating nuts suitable for direct burial. End connections shall be mechanical joint type except where flanged type are specifically required. Butterfly valves shall be Pratt Groundhog model.

## **7. Valve Boxes**

Valve boxes shall be adjustable, slip-type, minimum 8 inch diameter, with cast iron or ductile iron traffic covers with the word "water" cast into the cover. The following types are established as a standard of quality:

<u>Box Material</u>	<u>Model</u>
Cast iron	Rich 920-B
Ductile iron	Ironsides
Concrete	Christy G-5

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## **8. Air Release Valves and Combination Air and Vacuum Relief Valves**

Air Release valves and combination air and vacuum relief valves shall be iron body-type, 1 inch minimum size, similar and equal to those manufactured by APCO, McCracken or Bailey. The air discharge opening shall be provided with two street ells (turned downward) screened with bronze or stainless steel insect screen.

## **9. Meter boxes**

Meter boxes shall be concrete with concrete lids, except in traffic areas where traffic-type lids will be required. The following products of Christy Concrete Products, Inc. are established as a standard of quality.

<b>Meter Size</b>	<b>Christy Box-No.</b>	<b>Christy Non-Traffic Lid-No.</b>	<b>Christy Traffic</b>
3/4"	B-9	D-15	C-15
1"	B-16	D-30	C-30
1-1/2"	B-30	E-45	GIG-45
2"	B-36	E-70	GIG-70

## **10. Meters**

Meters will be provided by the District.

## **11. Flexible Couplings**

Flexible couplings shall have cast iron bodies, neoprene gaskets and corrosion-resistant bolts and nuts. Products of Rockwell (Smith-Blair) and Superior are established as standards of quality in accordance with the following:

**11.1** Straight flexible couplings shall be Rockwell type 441 or Superior style 41 or 42.

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**11.2** Transition flexible couplings shall be Rockwell type 433 or Superior type 43.

### **12. Tapping Sleeves**

Tapping sleeves shall be heavy-welded steel, split-body type with Buna-Nor neoprene "O" ring gasket, test plug and corrosion-resistant bolts and nuts. Tapping sleeves shall be Superior style 822 or equivalent Rockwell (Smith-Blair) or Mueller model.

### **13. Backflow Preventers**

Backflow preventers shall be reduced-pressure type with double-gate valves, with certification by both the California State Health Department and San Mateo County Health Department. Approved backflow preventers are Hersey Beeco Model 14 or G-C and Cla-Val Co. Model RP-2.

### **14. Tracer Tape**

A tracer tape shall be installed in the trench directly above all non-metallic (PVC) pipe. This tracer tape shall consist of a continuous aluminum foil core bonded on both sides with layers of inert plastic films pigmented on both sides with non-corrosive material. The tracer tape shall be 3 inches wide, and be inscribed with the words "buried water lines below" at approximately 2 foot intervals. Tracer tape shall be similar and equal to Alarmtape as manufactured by Alarm Systems Division, Wheaton, Illinois.

## **E. Limited Purpose Facilities**

### **1. General**

The Board of Directors may determine, by resolution, any facility which the

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District constructs, causes to be constructed or accepts from a third party to supply water to a specific area to be a limited purpose facility and subject to the provisions of this section.

Any facility determined to be a limited purpose facility shall be deemed to be designed and intended to serve only the specific property described in such resolution and the District shall not be deemed to have assumed to serve any other areas with such a facility unless and until and to the extent that the Board of Directors expressly so declares by later resolution.

No person shall have the right to directly connect to, or make beneficial use of, a limited purpose facility except upon payment of a pro rata contribution toward its cost, either for retention by the District or for repayment to the party who financed the initial construction, as applicable.

## ***2. Pro Rata Contributions***

The District will determine the "area of benefit" of a limited purpose facility, which shall consist of those properties which require the installation of the limited purpose facility in order to obtain water service or which are directly and substantially benefited by it.

The District will also determine an equitable methodology for allocating the benefits of a limited purpose facility to undeveloped property within the area of benefit.

Premises already served at the date of installation of a limited purpose facility will be excluded in determining the pro rata contribution of undeveloped property within the area of benefit.

## ***3. Refunds***

An applicant who has financed a limited purpose facility will be refunded 90% of all pro rata charges collected by the District for permitting the connection of a standard water service to such facility within ten (10) years from the date of the resolution designating the facility to be a limited purpose facility.

The District will refund the amount specified within ninety (90) days of receipt,

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without interest. The total amount of all refunds made by the District to the applicant may not exceed the amount advanced by the applicant for construction of the limited purpose facility.

#### **4. Notice**

Where a limited purpose facility is installed pursuant to this Section E, and the initial applicant owns all, or a part of, the additional, prospective "service area" adjacent to or near the facility installed, the District may require the recordation, at the applicant's expense, of a special agreement designating the specific area served, and the additional area which is not served, so that future purchasers of the area not served will have notice of the pro-rata charge as to their property for water service. In addition, and in all cases, where the initial applicant owns none of such surrounding area, the District may give notice of the prospective charge by mail to the owners in the area and to the planning commission, or other agency having jurisdiction over the area, so that future subdivider or developers of the area will be made aware, prior to approval of subdivision maps and/or building permits, that the property is subject to an additional pro-rata charge for the cost of the limited purpose facility.

#### **5. Procedure**

A developer who is required to construct, or advance funds to the District for the construction of, a facility which he believes should be designated a limited purpose facility may submit an application to District for its designation as such, the determination of the area of benefit and the calculation of the pro-rata contribution for undeveloped properties within the area of benefit. The District will process such application upon the developer submitting a deposit against the estimated administrative cost of determining the area of benefit and benefit allocation methodology.

The application will be submitted to the Board of Directors for approval upon the

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developer's execution of a written contract with the District incorporating the terms of this resolution and such other terms as the District requires for the administration of the designation and refund process.

## **F. Separability**

If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such a decision shall not affect the validity of the remaining portions of the Resolution. The Board of Directors of the COASTSIDE COUNTY WATER DISTRICT hereby declares that it would have passed this Resolution by section, subsection, clause and phrase thereof, irrespective of the fact that any one or more other sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

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## **STAFF REPORT**

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Report Date:** **February 6, 2026**

**Agenda Title:** Authorize the General Manager to Procure a Spare Gearbox for the Nunes Water Treatment Plant Rapid Mixer

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### **Recommendation/Motion:**

**Authorize the General Manager to purchase a spare SPXFLOW gearbox for the Nunes Water Treatment Plant rapid mixer from MISCOwater Pacific, LLC. for \$39,464 as a sole source procurement under Resolution 2025-07.**

### **Background:**

The District utilizes a single SPXFLOW rapid mixer in its coagulation process at the Nunes Water Treatment Plant. The existing rapid mixer was purchased in 2013 and has an expected useful life of 15-20 years. While Philadelphia Mixing Solutions, LLC. (the manufacturer of the existing mixer) has a strong reputation for quality and reliability, staff recommends purchasing a spare gearbox to provide redundancy in the event of failure. A functioning rapid mixer is critical to the treatment process, and replacement equipment may have long lead times, which could impact plant operations.

Staff have confirmed with the manufacturer that the spare gearbox will not experience degradation over time while not in operation.

The District utilizes SPXFLOW mixers in both its coagulation and flocculation processes, and staff has been pleased with their performance and recommends maintaining consistency in future purchases. MISCOwater Pacific Inc. is Philadelphia Mixing Solutions' sole authorized representative of SPXFLOW mixers in the municipal water and wastewater industries for the state of California and Nevada. Staff recommends purchasing the spare SPXFLOW gearbox as a sole source procurement under Resolution 2025-07.

### **Fiscal Impact:**

Cost of \$39,464 (including sales tax).

MISCOwater  
Pleasanton | California | United States

Date: 1/23/2026

Attention: Todd Schmidt

Project Name: CCWD – Nunes WTP – Rapid Mixer

Quote Number: 341894409

**Comments:** Investing in SPX FLOW gearboxes means choosing long-term performance, reliability, and peace of mind. Engineered for continuous outdoor operations, our gearboxes are built to simplify maintenance and deliver an exceptional service life. Features like dry well and oil dam technology reduce the risk of process contamination, while precision tolerances maintained by our trusted suppliers ensure consistent quality and safety. Backed by over 300 years of combined experience across SPX FLOW's global mixer brands, we bring unmatched expertise to every gearbox we produce. Our commitment to certified manufacturing standards and ongoing Research & Development drives innovation and ensures total system integrity. With advanced tools like Computational Fluid Dynamics, we proactively prevent mechanical failures and optimize performance—protecting both your equipment and your bottom line. SPX FLOW gearboxes are more than just components—they're a strategic investment. They protect your warranty, reduce downtime, and lower your total cost of ownership. With full support for parts and service, selling quality becomes effortless, and customer confidence comes naturally. Don't compromise—choose SPX FLOW to safeguard your operations and maximize long-term value.

Reference Serial Number(s): 09DCK0905  
Reference Order Number(s): RFQ

## Proposal Summary

### Primary Solution

Item	Size/Description/Scope of Supply	Lead Time (Business Days)*	Price	Qty.	Sub Total
1	3853MSPTOSa3 Gearbox Replacement Program Tag: Rapid Mixer	30	\$35,917.00	1	\$35,917.00
Total (US Dollars)					\$35,917.00

with tax

39463.80



1/1/2026

To whom it may concern,

Philadelphia Mixing Solutions, LLC. designs and manufactures equipment for the water and wastewater industries. All the equipment and components are specified according to each application per a set of specifications, tolerances, and standards. Philadelphia Mixing Solutions, LLC is the only supplier of its named equipment.

MISCOwater Pacific is Philadelphia Mixing Solutions' sole authorized representative for products in the municipal water and wastewater industries for the state of California & Nevada.

Regards,

Austin Bashline

Business Development Manager (Americas)

**Philadelphia Mixing Solutions LLC**  
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**Service & Technology Center**  
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## **STAFF REPORT**

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

**From:** Jeffrey Schneider, Assistant General Manager

**Agenda:** February 10, 2026

**Report Date:** February 6, 2026

**Agenda Title:** Budget Process Timeline

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**Recommendation / Motion:**

**Information Only.**

**Background:**

The attached Timeline lists key milestones for the annual Budget process, including Committee and Board reviews and Board approval of the District's Fiscal Year 2026/27 Operations and Maintenance (O&M) Budget and Fiscal Year 2026/27 through Fiscal Year 2035/36 Capital Improvement Program (CIP).

Key dates are also outlined for the District's on-going planning and reporting in support of the Strategic Priorities that were established at the Board's January 12, 2026 Strategic Planning Workshop.

## Coastside County Water District

### Budget Process Timeline

*(Includes milestones for Strategic Planning Priorities)*

Date	Description
February, 9, 2026	Facilities Committee – Review of Draft FY26/27- FY35/36 Capital Improvement Program (CIP) Budget
March 9/10, 2026	Facilities Committee – 2 <sup>nd</sup> Review of Master Tank Plan
March, 2026 TBD	Facilities Committee – Review of Draft FY26/27 – FY35/36 CIP Budget; Establish Goals for <i>Strategic Priorities: CIP and Alternative Water Sources</i>
March, 2026 TBD	Finance Committee – Review of Draft FY26/27 Operations & Maintenance (O&M) Budget and Draft FY26/27- FY35/36 CIP Budget and Review of Draft Long Term Financial Model; <i>Establish Goals for Strategic Priority: Financial Sustainability - Financial Planning</i>
April 14, 2026 Regular Board Meeting	Present Draft of FY26/27 O&M Budget for Board Review; Present Draft of Long-Term Financial Model; <i>Board Review of Goals for Strategic Priorities</i>
April, 2026 TBD	Facilities Committee – Review of Draft FY26/27 – FY35/36 CIP Budget
April, 2026 TBD <i>Special Board Meeting</i>	Review of Master Tank Plan
May 12, 2026 Regular Board Meeting	Board Presentation of Draft FY26/27 – FY35/36 CIP Budget
May, 2026 TBD (as needed)	Facilities Committee – Review of Draft FY26/27 – FY35/36 CIP Budget
May, 2026 TBD (as needed)	Finance Committee – Review of Draft FY26/27 O&M Budget and Draft FY26/27 – FY35/36 CIP Budget
June 9, 2026 Regular Board Meeting	Board Approval of Draft FY26/27 O&M and Draft FY26/27 – FY35/36 CIP Budgets
January, 2027	<i>First semi-annual Status Report – Strategic Priorities</i>

## **STAFF REPORT**

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Report Date:** **February 6, 2026**

**Agenda Title:** Authorize the Board President to Create Board Advisory Committees, to Make Appointments of Board Members to the District Board Committees, and to Make Appointments of District Representatives to External Organizations and Associations. Review of District Board Committees.

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**Recommendation/Motion:**

**Authorize the Board President to (1) Create Board Advisory Committees, (2) Make Appointments of Board Members to the District Board Committees, and (3) Make Appointments of District Representatives to External Organizations and Associations. Review of District Board Committees.**

**Background:**

At the January 13, 2026 Board of Directors meeting, President Feldman deferred discussion of the Board Committee appointments to the February 10, 2026 meeting. At the January meeting, the Board also discussed the process for appointing Board members to Board Committees and to external organizations and associations.

Currently, by Board action, the Board approves appointments to Board Committees and to external organizations and associations, as well as the creation of temporary Advisory Committees. Prior to 2019, past practice established that the Board President make appointments of Board members to Committees and also appoint District Representatives to external organizations and associations, with the exception for the Bay Area Water Supply and Conservation Agency (BAWSCA) representative. Under this prior practice, the Board President also had authority to create Advisory Committees.

Based on discussion at the January 13, 2026 meeting, Board members expressed interest in returning to this prior practice. At this meeting, the Board will have the opportunity to discuss and decide on the appointment process.

**Purpose of Committees:**

The purpose of the District's Committees is to assist the Board with issues and decisions and provide recommendations pertaining to a variety of areas, including Finance, Human Resources, and District Facilities. Each of the committees is comprised of two Board members with interest in the specific subject matter.

Each of the Committees has a particular charge or set of tasks to address. Standing Committees do their assigned work on a continuing basis. Committees meet as needed rather than on an established regular schedule. The District notices and conducts all Standing Committee meetings in accordance with Brown Act public meeting requirements.

Temporary Advisory Committees may be created for a specific task or objective. An Advisory Committee dissolves after the completion of the task or achievement of the objectives.

The paragraphs below provide additional detail on the District's Committees.

See the attached Exhibit A for a listing of the current Board Committees (as of January 2025) and appointees.

**Coastside County Water District Standing Committees:****Finance Committee**

The Finance Committee is responsible for reviewing and providing recommendations regarding the annual Operations and Maintenance and Capital Improvement Program budgets, and annual financial audits, as well as financial performance oversight. This Committee is also responsible for the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) related matters.

**Human Resources (Personnel & Recruitment) Committee**

The development and review of the General Manager's Performance Plan is the responsibility of this Committee and includes meeting to discuss the mid-term and the annual performance evaluations, as well as preparation of the evaluation report to be approved by the Board. This Committee also reviews changes to staff position descriptions, revisions and additions to the District's personnel manual, and recruitment for vacant staff positions when appropriate.

**District Facilities Committee**

This Committee oversees the development and implementation of the annual Capital Improvement Program. The Committee also reviews the Capital Improvement Program budget and schedule and presents recommendations to the Finance Committee. This Committee is also involved in the Denniston Restoration Project.

**Coastside County Water District Advisory Committees:****Water Reuse Committee**

This Committee meets with representatives from the Sewer Authority Mid-Coastside (SAM) and its member agencies to discuss potential recycled water opportunities for the Coastside.

**Coastside County Water District External Organization Representatives**

In addition to the District's Standing and Advisory Committees, Board members may also serve as representatives to several external organizations, including the following:

**Association of California Water Agencies (ACWA)**

ACWA is the largest statewide coalition of public water agencies in the country. It is a leader on California water issues and a respected voice for its members in both Sacramento and Washington, D.C. ACWA's 450 public agency members are responsible for 90% of the water delivered to communities, farms, and businesses in California. ACWA plays an active role in managing the states' water resources and promoting investments in water use efficiency, water recycling, ground management and desalination. ACWA's membership is organized into ten geographic regions. The regions provide a structure in which members can discuss issues of mutual concern, and based on that interaction, provide representative input to the ACWA Board. The District's ACWA representative typically attends the annual Spring and Fall Conferences and is eligible to vote as the District's voting designee in ACWA elections. A District Board Member may also serve as an ACWA Region 5 Director. Director Muller was elected in September 2025 to serve as the ACWA Region 5 Director for the 2026-2027 term.

**Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)** - ACWA/JPIA provides liability coverages tailored to the unique needs of California Water Agencies. The District obtains its property, liability, and worker's compensation coverage from the JPIA. As a member of the JPIA, the District names one of its directors and at least one alternate to sit on the ACWA/JPIA Board of Directors. The designated representative is able to vote at conferences. If the designated Director cannot attend a conference, then the alternate Director is allowed to vote in his/her absence. The designated Board member's term coincides with their term on the CCWD Board.

**California Special District Association (CSDA)**

CSDA was formed in 1969 to provide active representation at the State Capitol for its 1,300 members, made up of independent special districts, including irrigation, water,

parks and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare and community service districts. CSDA pursues statewide policy legislation of benefit to special districts and provides advocacy, training, information, and financial services to help strengthen and increase the efficiency of special district operations. The agency is governed by a 19-member Board of Directors representing 6 regions throughout California. The District designates a CSDA representative to receive information and updates from CSDA.

### **Bay Area Water Supply & Conservation Agency (BAWSCA)**

BAWSCA was created on May 27, 2003 to represent the interests of the cities and water districts, and two private utilities located in Alameda, Santa Clara and San Mateo Counties that purchase water on a wholesale basis from the San Francisco Regional Water System. BAWSCA's goals are to ensure a reliable supply of high-quality water at a fair price. The agency is governed by a 27-member Board of Directors comprised of representatives from all BAWSCA agencies. The District's BAWSCA representative must be appointed by Coastside County Water District Board action. The CCWD Board appointed Director Mickelsen in June of 2013, in 2017, in 2021, and again in 2025 to serve as the BAWSCA representative for the current term through June 30, 2029.

### **Local Agency Formation Commission (LAFCo)**

LAFCo is a state-mandated, independent agency with countywide jurisdiction over changes in organization and boundaries of cities and special districts, including annexations, detachments, incorporations and formations. The District annually designates a Board member and an alternate to represent the District for the purposes of participation in the LAFCo election of officers.

### **American Water Works Association (AWWA)**

The American Water Works Association is an international, nonprofit, scientific and educational society dedicated to providing total water solutions assuring the effective management of water. Founded in 1881, membership includes 4,300 utilities that supply 80% of the nation's drinking water. In addition to participating at a national level, the District actively participates in the Cal-Nevada section of the AWWA.

## EXHIBIT A

### COASTSIDE COUNTY WATER DISTRICT BOARD COMMITTEES

**January 14, 2025**

<b><u>Standing Committees</u></b>	<b><u>Directors</u></b>
Finance Committee	Coverdell, Feldman
Human Resources Committee	Feldman, Muller
District Facilities Committee	Mickelsen, Reynolds
<b><u>Advisory Committees</u></b>	<b><u>Directors</u></b>
Water Reuse Committee	Coverdell, Muller
<b><u>External Organizations</u></b>	<b><u>Directors</u></b>
Association of California Water Agencies (ACWA)	Feldman
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Feldman
California Special District Association (CSDA)	Muller
Bay Area Water Supply & Conservation Agency (BAWSA) - 4 year term - June 2021 to June 30, 2025	Mickelsen
Local Agency Formation Commission (LAFCo)	Board President *
American Water Works Association (AWWA)	Reynolds

*\* All other Directors are designated as alternates for  
the purpose of participation in LAFCo's election of officers*

**STAFF REPORT**

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

**From:** **Mary Rogren, General Manager**

**Agenda:** **February 10, 2026**

**Report Date:** **February 6, 2026**

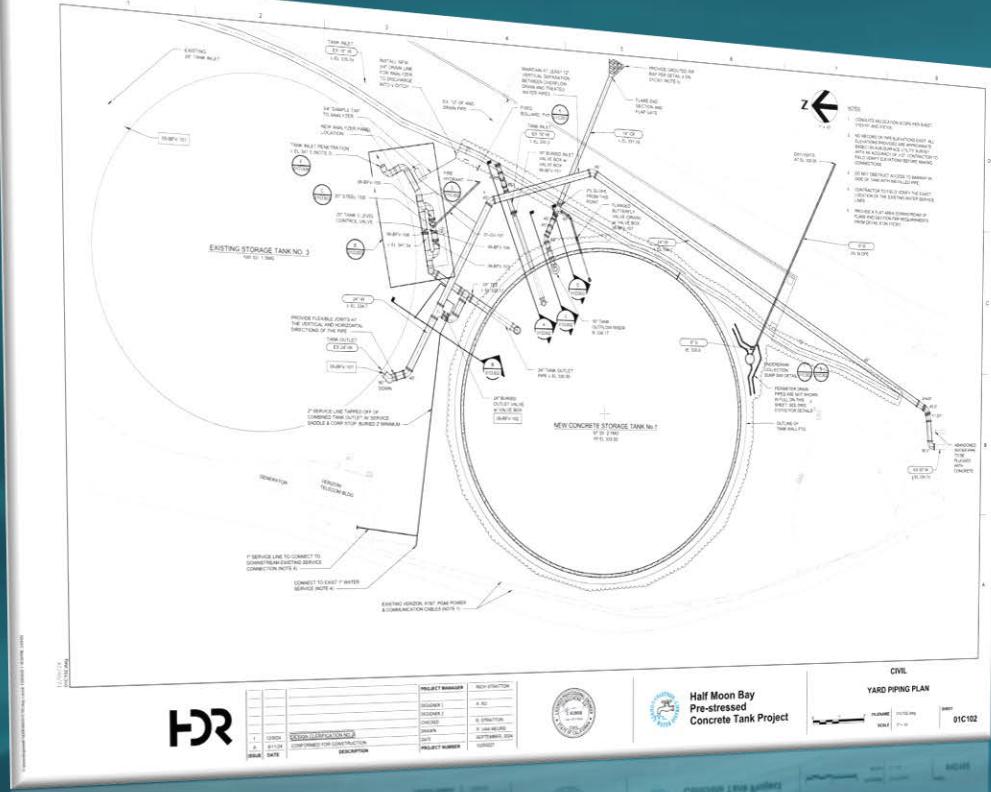
**Agenda Title:** **Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project – Update #16**

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**Informational Item**

At the July 9, 2024 Regular Board of Directors Meeting, the Board authorized an award of contract to DN Tanks, LLC. (“DN Tanks”) for the construction of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project. The District issued the full “notice to proceed” on January 21, 2025. The estimated completion is expected in Spring/Summer 2026. This is the sixteenth of several updates staff plans to present to the Board on progress of this project.

Freyer and Laureta, Inc., the Construction Management firm on this project has put together a brief summary of progress to date. See Attachment A.



ATTACHMENT A



# Coastsider County Water District Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project February 10, 2026 Board Meeting

# Contract Data as of Board Meeting Date

## Contract Data as of Meeting Date:

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	480	Base Contract	\$10,968,951.00
Approved Change Order Days Added	87	Approved Change Orders Added	\$146,314.75
Approved Change Order Days Subtracted	0	Approved Change Order %	1.33%
Total Contract Duration <sup>1</sup>	567	Approved Additional Work Added	\$285,577.81
Elapsed (Start Date 1/21/2025)	385	Approved Additional Work %	2.6%
Remaining Days	182	Total Contract Approved	\$11,400,843.56
		Billed to Date <sup>2</sup>	\$8,438,425.14
		Remaining Value	\$2,962,418.42

<sup>1</sup>All project work shall be substantially complete within 450 calendar days from the effective Notice to Proceed.

<sup>2</sup>Billed to date value is the contract work complete including the 5% retention that will be paid to Contractor upon project completion.

# Construction Progress Update #16

## Progress since Previous Board Meeting:

- Installation of 16" Mainline Pipe.
- Pipe Pressure Testing and Disinfection of 16" Mainline Pipeline.
- Removal of Existing 16" Pipe.
- Installation of Electrical Pull Box near Existing Tank.
- Installation of Handrail.
- Interior Patch Work.
- Partial Demobilization and Cleanup of Site.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

# Construction Progress Update #16

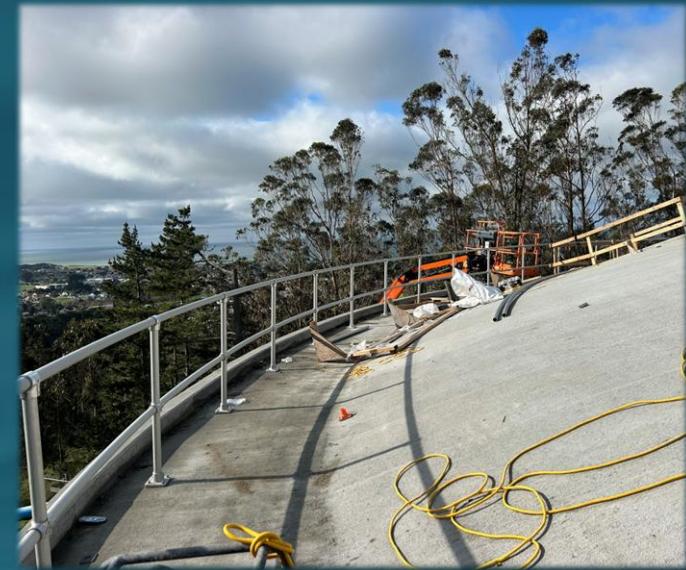
## Three-Week Look Ahead Schedule:

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

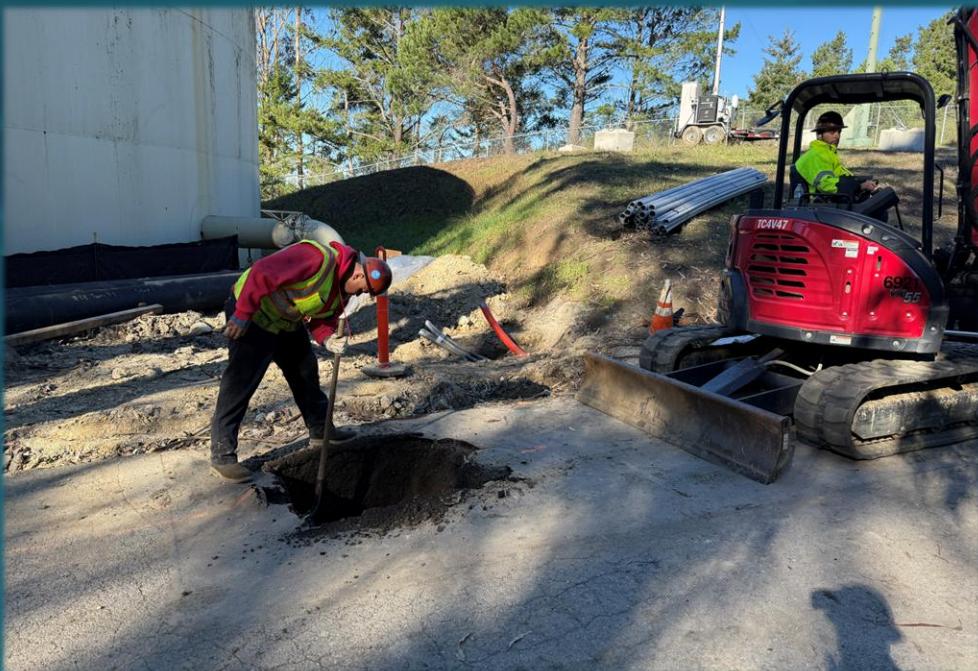
- Installation of 24" Outlet Pipe, 16" Overflow Pipe, and 6" Drain.
- Installation of 20" and 24" Yard Piping.
- Installation of Electrical and Communication Conduit.
- Installation of Communications Pull Boxes.
- Installation of Sample Box.
- Installation of Exterior Ladder.
- Installation of Downspouts.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

## Overall Project Schedule:

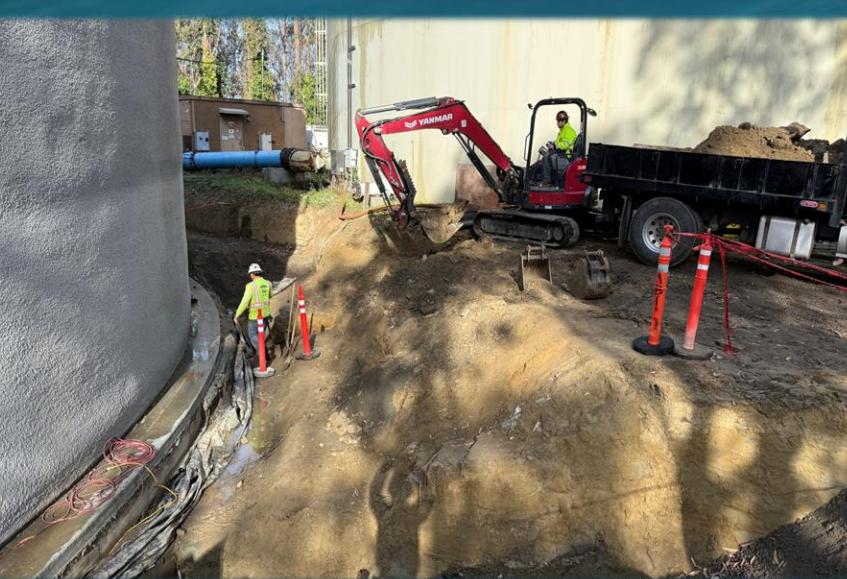
- Anticipated completion in July 2026.



Construction Photos



Construction Photos



Construction Photos

## STAFF REPORT

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

**From:** Mary Rogren, General Manager

**Agenda:** February 6, 2026

**Report Date:** February 10, 2026

**Agenda Title:** General Manager's Report

---

### Announcement of General Manager Retirement

Dear President Feldman and Directors,

I am writing to formally inform the Board of my decision to retire as General Manager of Coastside County Water District effective March, 2027.

As you know, I joined the District in March 2015 as Assistant General Manager and was appointed General Manager in October 2019.

I have greatly valued my years at the District and the opportunity to work with such a dedicated Board and highly capable staff. During this time, the District has made meaningful progress in infrastructure improvements, fiscal sustainability, and long-term resilience. It has been a privilege to be part of this team.

Over the next year, I remain fully committed to my responsibilities as General Manager and to advancing the goals and priorities established by the Board.

I am also committed to supporting a smooth leadership transition and to assisting the Board in any way that may be helpful in the recruitment and onboarding of the next General Manager.

Respectfully,



Mary Rogren  
General Manager

### **Initial Water Supply Availability Estimate from SFPUC**

On February 3, 2026, the District received the Initial Water Supply Availability Estimate for the current Water Year (Exhibit A.) SFPUC will provide updates of the water supply conditions again on February 19, March 1<sup>st</sup>, and early April following the last snow survey of the year.

Rainfall, snowpack and reservoir storages to date, including carryover storage from prior average and wet years, indicate a reasonable probability that SFPUC will be able to meet full customer demand this year.



# Hetch Hetchy Regional Water System

Services of the San Francisco Public Utilities Commission

## Exhibit A

525 Golden Gate Ave.  
San Francisco, CA 94102  
(415) 554-3155  
sfpuc.gov

TO: SFPUC Wholesale Customers

*Steven R. Ritchie*

FROM: Steven R. Ritchie, Assistant General Manager, Water

DATE: February 3, 2026

RE: Initial Water Supply Availability Estimate

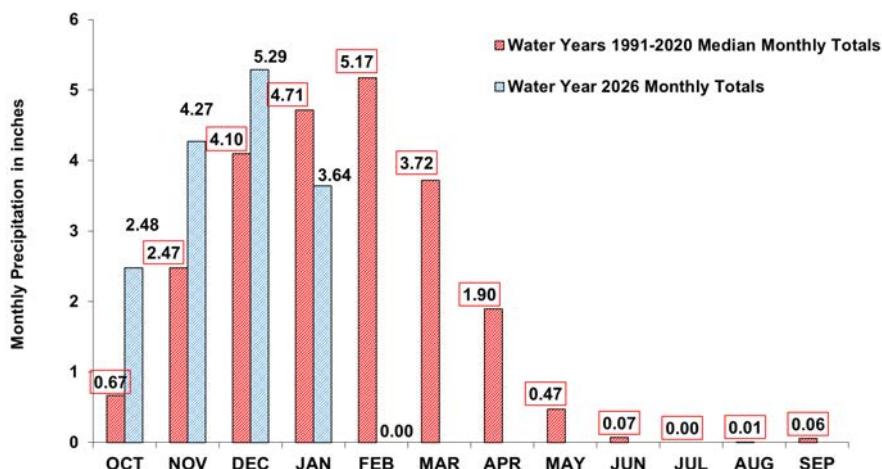
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This memo provides the initial water supply availability estimate for this year and the current hydrologic conditions.

The current Water Year has alternated between above median in the early months of the Water Year and, in January, below median levels. As the charts below show, the upcountry watersheds and the local watersheds show above median precipitation during October thru December, and below median precipitation in January.

The local watersheds have received approximately 67% of median annual total rainfall of 23.35 inches. The upcountry watersheds have received approximately 58% of median annual rainfall of 30.92 inches. While the results of the first snow survey have not been fully analyzed yet, the lower elevation snow sensors are showing the snowpack to be below median for this time of year.

### Bay Area 7-station Precipitation Index as of February 1, 2026



**Daniel Lurie**  
Mayor

**Joshua Arce**  
President

**Stephen E. Leveroni**  
Vice President

**Avni Jamdar**  
Commissioner

**Kate H. Stacy**  
Commissioner

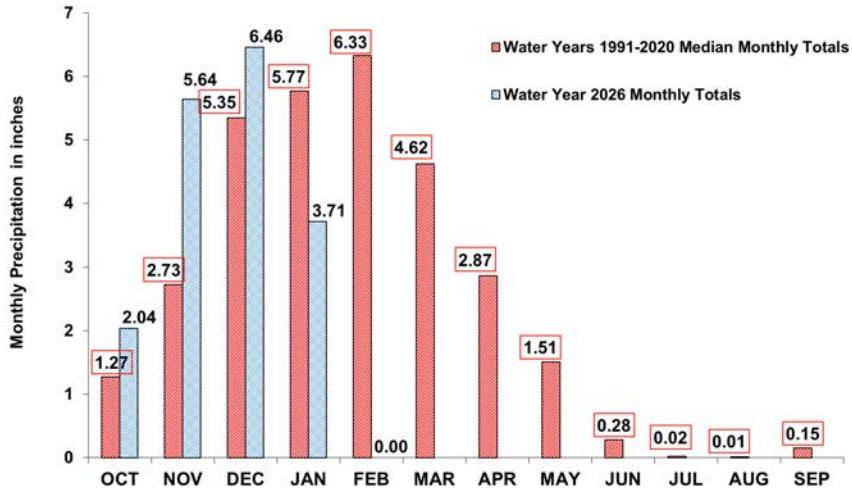
**Meghan Thurlow**  
Commissioner

**Dennis J. Herrera**  
General Manager

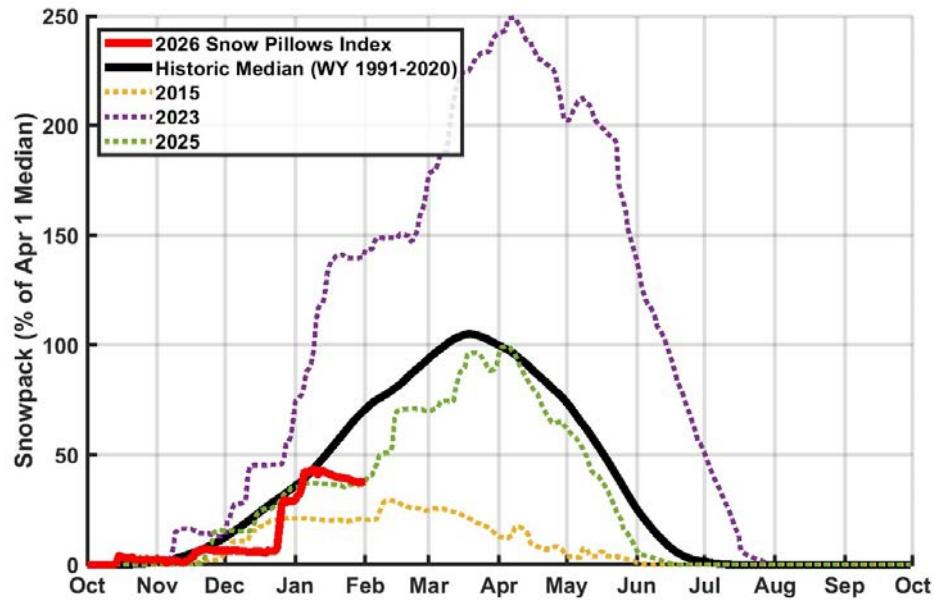
**OUR MISSION:** To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



## Upcountry 6-station Precipitation Index as of February 1, 2026



## Upcountry Snowpack as of February 1, 2026



Total reservoir storage is higher than typical for this time of year. The table below shows reservoir storage levels as of February 2, 2026.

Reservoir	Current Storage <sup>1,2,3</sup> (AF)	Maximum Storage <sup>4</sup> (AF)	Available Capacity (AF)	Percent of Maximum Storage %	Normal Maximum Storage <sup>5</sup>
<b>Tuolumne System</b>					
Hetch Hetchy	322,700	360,360	37,660	89.5%	<b>68.8%</b>
Cherry	244,800	273,345	28,545	89.6%	-
Eleanor	22,470	27,100	4,630	82.9%	-
Water Bank	567,381	570,000	2,619	99.5%	<b>98.0%</b>
<b>Total Tuolumne Storage</b>	<b>1,157,351</b>	<b>1,230,805</b>	<b>73,454</b>	<b>94.0%</b>	-
<b>Local System</b>					
Calaveras	60,003	96,670	36,667	62.1%	-
San Antonio	46,567	53,266	6,699	87.4%	-
Crystal Springs	51,982	68,953	16,971	75.4%	-
San Andreas	12,840	18,675	5,835	68.8%	-
Pilarcitos	1,781	3,125	1,344	57.0%	-
<b>Total Local Storage</b>	<b>173,173</b>	<b>240,689</b>	<b>67,516</b>	<b>71.9%</b>	-
<b>Total System Storage</b>	1,330,524	1,471,494	140,970	<b>90.4%</b>	<b>80.2%</b>
<b>Total without water bank</b>	763,143	901,494	138,351	<b>84.7%</b>	-

Rainfall, snowpack and reservoir storages to date, including carryover storage from prior average and wet years, indicate a reasonable probability that the SFPUC will be able to meet full customer demand this year. The SFPUC will continue to monitor water supply conditions and State actions. The SFPUC will provide an update of the water supply conditions at the February 19th Annual Wholesale Customer Meeting. Another update on water supply availability will be provided on March 1st with a final water supply availability memo issued in early April following the last snow survey of the year.

## MONTHLY REPORT

**To:** Mary Rogren, General Manager

**From:** Sean Donovan, Water Treatment Operations Manager  
Darin Sturdivan, Water Distribution Operations Manager  
Todd Schmidt, Water Treatment Supervisor  
Dustin Jahns, Distribution Supervisor

**Agenda:** February 10, 2026

**Report**  
**Date:** February 6, 2026

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### Monthly Highlights

- Replaced air scour actuators on Nunes WTP filter #4. (Warranty work.)
- Repaired/upgraded doors at both WTP's to improve security of the premises.
- Replaced three actuator motors at Denniston WTP.
- Continued prep/painting of outdoor piping at Denniston WTP.
- Added remote/mobile data entry capability to the District's current Operations data collection and reporting database.
- Replaced Ford F -150 that was damaged beyond repair in December 2025 storm.
- Replaced radio at Miramontes Tank.
- GSW drilled new well 5 in Pilarcitos Canyon, installed casing and started installation of well screen.
- El Granada Tank 3 site: all repairs completed (resulting from damage in the December 2025 storm) and generator is back online.
- Pilarcitos Canyon - continued tree work to clear downed trees from December 2025 storm.
- SCADA improvements completed at Crystal Springs Pump Station.

**Sources:** Pilarcitos Reservoir, Denniston Creek, Pilarcitos Wells.

### Main leaks/service leaks:

- 2008 Bordeaux Ln.

### Hydrants replaced:

- 150 Bridgeport

### Projects

- EKI Environment and Water, Inc.
  - Provided peer review of DN Tank project coordination/engineering.
  - Submittal review and tracking of Pilarcitos Canyon Well Project.
  - Provided construction support for Pilarcitos Canyon Wells Project.

**STAFF REPORT**

**Agenda: February 10, 2026**

**Subject: Operations Report**

Page 2

- Continued work on environmental permitting requirements for Pilarcitos Culvert Repair and Pilarcitos Slide Repair Project.
- HDR, Inc.
  - HDR continued work on DN Tank submittals and plan modifications and coordination of subcontractors.