

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 8, 2025 - 7:00 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.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/81277240724?pwd=XJ7TeJrfranJhOfbPSvqFqelky9RPI.1>

Meeting ID: 812 7724 0724

Passcode: 513540

One tap mobile

+16699006833,,81277240724#,,,,*513540# US (San Jose)

Dial by your location

- +1 669 900 6833 US (San Jose)

Meeting ID: 812 7724 0724

Passcode: 513540

Find your local number: <https://us06web.zoom.us/j/81277240724?pwd=XJ7TeJrfranJhOfbPSvqFqelky9RPI.1>

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.

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 March 31, 2025:
Claims: \$1,493,853.11; Payroll: \$207,934.71 for a total of \$1,701,787.82 ([attachment](#))
March 2025 Monthly Financial Claims reviewed and approved by Director Feldman
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of March 11, 2025, Special Board of Directors Meeting ([attachment](#))

- D. Approval of Minutes of March 11, 2025, 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 – March 2025 ([attachment](#))
- H. Leak/Flushing Report – March 2025 ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))
- J. SFPUC Hydrological Conditions Report – February 2025 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Authorize the General Manager to Approve a Change Order to GSW Construction, Inc. on the Nunes Water Treatment Plant Hypochlorite Room Improvements Project ([attachment](#))
- B. Authorize the General Manager to Approve Change Orders on the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project up to a Cumulative Total of \$200,000 ([attachment](#))
- C. Overview of Draft Fiscal Year 2025/26 Operation and Maintenance Budget and FY 2025/26 Budget Process Timeline ([attachment](#))
- D. Quarterly Financial Review ([attachment](#))
- E. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #6 ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

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

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

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

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
03/07/2025	34844	A-1 RHINO LININGS	\$	790.31
03/07/2025	34845	AMAZON CAPITAL SERVICES, INC.	\$	120.30
03/07/2025	34846	AMERICAN WATER WORKS ASSOC.	\$	300.00
03/07/2025	34847	CARSON ANDERSON	\$	170.59
03/07/2025	34848	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	\$	3,441.16
03/07/2025	34849	CINTAS FIRST AID & SAFETY	\$	1,408.27
03/07/2025	34850	COMCAST	\$	220.19
03/07/2025	34851	RECORDER'S OFFICE	\$	26.00
03/07/2025	34852	JAMES COZZOLINO, TRUSTEE	\$	275.00
03/07/2025	34853	DN TANKS LLC	\$	378,938.70
03/07/2025	34854	EURO STYLE MANAGEMENT	\$	208,129.43
03/07/2025	34855	GSW CONSTRUCTION INC	\$	91,214.25
03/07/2025	34856	IRON MOUNTAIN	\$	902.37
03/07/2025	34857	DUSTIN JAHNS	\$	40.00
03/07/2025	34858	GLENNA LOMBARDI	\$	86.00
03/07/2025	34859	MISSION UNIFORM SERVICES INC.	\$	92.53
03/07/2025	34860	PACIFIC GAS & ELECTRIC CO.	\$	46,748.45
03/07/2025	34861	PACE SUPPLY CORP.	\$	17,020.76
03/07/2025	34862	REPUBLIC SERVICES	\$	636.37
03/07/2025	34863	ROGUE WEB WORKS, LLC	\$	390.00
03/07/2025	34864	SAN MATEO LAWN MOWER SHOP	\$	344.06
03/07/2025	34865	SCAPES, INC	\$	380.00
03/07/2025	34866	STATE WATER RESOURCES CONTROL BD	\$	100.00
03/07/2025	34867	TPX COMMUNICATIONS	\$	2,175.23
03/07/2025	34868	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	140,363.85
03/07/2025	34869	VERIZON CONNECT INC.	\$	338.10
03/07/2025	34870	US BANK NA	\$	859.93
03/07/2025	34871	WATER QUALITY INC.	\$	800.00
03/07/2025	34872	SWIFTCOMPLY US OPCO, INC	\$	2,083.00
03/13/2025	34873	ADP, INC.	\$	938.20
03/13/2025	34874	AMAZON CAPITAL SERVICES, INC.	\$	98.70
03/13/2025	34875	HEALTH BENEFITS ACWA-JPIA	\$	47,283.80
03/13/2025	34876	AT&T MOBILTY	\$	126.72
03/13/2025	34877	BADGER METER, INC.	\$	66.00
03/13/2025	34878	BALANCE HYDROLOGICS, INC	\$	4,044.44
03/13/2025	34879	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$	258.75
03/13/2025	34880	BAY AREA AIR QUALITY MGMT DIST	\$	548.00
03/13/2025	34881	BIG CREEK LUMBER	\$	24.25
03/13/2025	34882	CEL ANALYTICAL INC.	\$	755.00
03/13/2025	34883	COSTCO WHOLESALE	\$	130.00
03/13/2025	34884	FREYER & LAURETA, INC.	\$	36,831.00
03/13/2025	34885	GRAINGER, INC.	\$	164.07
03/13/2025	34886	HACH CO., INC.	\$	23,013.54
03/13/2025	34887	HMB BLDG. & GARDEN INC.	\$	59.06
03/13/2025	34888	HASSETT HARDWARE	\$	1,400.38
03/13/2025	34889	HDR ENGINEERING, INC	\$	13,367.10
03/13/2025	34890	IN-USE SOLUTIONS	\$	2,092.69
03/13/2025	34891	IRVINE CONSULTING SERVICES, INC.	\$	6,635.06
03/13/2025	34892	JOHN'S SALT SERVICE, INC	\$	7,627.65
03/13/2025	34893	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	3,144.88
03/13/2025	34894	MTA PARTS, INC.	\$	3.60
03/13/2025	34895	PACIFIC GAS & ELECTRIC CO.	\$	99.77
03/13/2025	34896	PACIFICA COMMUNITY TV	\$	300.00

03/13/2025	34897	PACE SUPPLY CORP.	\$	208.48
03/13/2025	34898	PAPE MACHINERY EXCHANGE	\$	2,413.98
03/13/2025	34899	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$	99.85
03/13/2025	34900	UBEO WEST, LLC	\$	1,747.17
03/13/2025	34901	SAN MATEO CTY PUBLIC HEALTH LAB	\$	816.00
03/13/2025	34902	STANDARD INSURANCE COMPANY	\$	573.74
03/13/2025	34903	STRAWFLOWER ELECTRONICS	\$	10.88
03/13/2025	34904	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	718.97
03/20/2025	34905	ZACHARY WENZELL	\$	75.00
03/20/2025	34906	MARTIN SCHMIEG	\$	48.62
03/20/2025	34907	MATTHEW BAXTER	\$	48.62
03/20/2025	34908	BALANCE HYDROLOGICS, INC	\$	18,306.72
03/20/2025	34909	EMMA BARR	\$	621.43
03/20/2025	34910	BAY ALARM COMPANY	\$	2,477.67
03/20/2025	34911	JPMORGAN CHASE BANK, N.A.	\$	44,300.46
03/20/2025	34912	DATAPROSE, LLC	\$	1,594.20
03/20/2025	34913	FREYER & LAURETA, INC.	\$	9,092.00
03/20/2025	34914	HACH CO., INC.	\$	857.20
03/20/2025	34915	HANSONBRIDGETT. LLP	\$	10,302.50
03/20/2025	34916	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	324.00
03/20/2025	34917	PINE PACIFIC SERVICES, LLC	\$	7,200.00
03/20/2025	34918	PUMP REPAIR SERVICE CO. INC.	\$	5,248.59
03/20/2025	34919	RELIABLE AUTOMATION CONTROLS	\$	3,136.00
03/20/2025	34920	SAN FRANCISCO WATER DEPT.	\$	109,225.88
03/20/2025	34921	TRI COUNTIES BANK	\$	6,426.03
03/20/2025	34922	UNDERWOOD & ROSENBLUM INC	\$	1,350.00
03/20/2025	34923	WATERSMART SOFTWARE, INC	\$	154.78
03/27/2025	34924	AMAZON CAPITAL SERVICES, INC.	\$	185.93
03/27/2025	34925	AMERICAN WATER WORKS	\$	340.00
03/27/2025	34926	ANDREINI BROS. INC.	\$	1,102.50
03/27/2025	34927	AT&T	\$	2,026.32
03/27/2025	34928	BIG CREEK LUMBER	\$	132.03
03/27/2025	34929	EVAN SKIP BLOOM	\$	990.00
03/27/2025	34930	CALCON SYSTEMS, INC.	\$	6,432.18
03/27/2025	34931	CALIFORNIA C.A.D. SOLUTIONS, INC	\$	831.25
03/27/2025	34932	CINTAS FIRST AID & SAFETY	\$	41.64
03/27/2025	34933	PETTY CASH	\$	8.75
03/27/2025	34934	WATERCO OF THE CENTRAL STATES	\$	231.72
03/27/2025	34935	GALLAGHER BENEFIT SERVICES, INC	\$	3,832.50
03/27/2025	34936	GRAINGER, INC.	\$	348.42
03/27/2025	34937	HACH CO., INC.	\$	231.90
03/27/2025	34938	HMB BLDG. & GARDEN INC.	\$	24.04
03/27/2025	34939	JAMES FORD, INC.	\$	523.75
03/27/2025	34940	ELZA LEFEVRE	\$	5,075.50
03/27/2025	34941	GLENNA LOMBARDI	\$	86.00
03/27/2025	34942	MISSION UNIFORM SERVICES INC.	\$	92.53
03/27/2025	34943	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	5,021.00
03/27/2025	34944	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	70.00
03/27/2025	34945	PAULO'S AUTO CARE	\$	106.32
03/27/2025	34946	TEAMSTERS LOCAL UNION #856	\$	1,715.00
03/27/2025	34947	TOTAL COMPENSATION SYSTEMS, INC	\$	1,710.00
03/27/2025	34948	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	538.19
03/27/2025	34949	MARIA ROMERO	\$	2,640.00
03/31/2025	34950	JILLIAN GEE	\$	51.98
03/31/2025	34951	DOROTHEE AULDRIDGE	\$	60.93
03/31/2025	34952	MICHAEL READ	\$	43.03
03/31/2025	34953	LUCITA MITCHELL	\$	30.25
03/31/2025	34954	ALLEN STEWART	\$	24.33

03/31/2025	34955	PG&E	\$	794.51
03/31/2025	34956	KOIOS ENGINEERING INC	\$	1,222.27
03/31/2025	34957	ANDREINI BROS. INC.	\$	294.00
03/31/2025	34958	REXEL USA, INC	\$	1,319.85
03/31/2025	34959	CALCON SYSTEMS, INC.	\$	5,781.84
03/31/2025	34960	SEAN DONOVAN	\$	209.97
03/31/2025	34961	EKI INC.	\$	106,178.58
03/31/2025	34962	GRAINGER, INC.	\$	505.22
03/31/2025	34963	HMB BLDG. & GARDEN INC.	\$	149.00
03/31/2025	34964	IRVINE CONSULTING SERVICES, INC.	\$	6,741.57
			SUBTOTAL CLAIMS FOR MONTH	\$ 1,432,531.08

WIRE PAYMENTS

03/27/2025	DFT0000629	EMPOWER RETIREMENT, LLC	\$	1,225.00
03/27/2025	DFT0000630	EMPOWER RETIREMENT, LLC	\$	1,225.00
03/27/2025	DFT0000631	PUB. EMP. RETIRE SYSTEM	\$	20,135.62
03/27/2025	DFT0000632	VALIC	\$	6,084.20
03/27/2025	DFT0000633	VALIC	\$	6,084.20
03/31/2025	DFT0000634	PUB. EMP. RETIRE SYSTEM	\$	19,919.21
03/31/2025		BANK AND CREDIT CARD FEES	\$	6,648.80
			SUBTOTAL WIRE PAYMENTS FOR MONTH	\$ 61,322.03

TOTAL CLAIMS FOR THE MONTH \$ 1,493,853.11



Coastside County Water District

Monthly Budget Report

Account Summary

For Fiscal: 2024-2025 Period Ending: 03/31/2025

		March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	957,000.00	937,286.98	-19,713.02	-2.06%	10,157,000.00	10,072,029.04	-84,970.96	-0.84%	14,145,409.00
	Total RevType: 1 - Operating:	957,000.00	937,286.98	-19,713.02	-2.06%	10,157,000.00	10,072,029.04	-84,970.96	-0.84%	14,145,409.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	3,000.00	2,531.60	-468.40	-15.61%	39,500.00	55,943.95	16,443.95	41.63%	52,000.00
1-4180-00	Late Notice - 10% Penalty	8,400.00	8,337.55	-62.45	-0.74%	74,800.00	79,053.59	4,253.59	5.69%	100,000.00
1-4230-00	Service Connections	1,300.00	887.85	-412.15	-31.70%	11,100.00	5,796.34	-5,303.66	-47.78%	15,000.00
1-4920-00	Interest Earned	20,000.00	69,710.98	49,710.98	248.55%	246,000.00	459,606.05	213,606.05	86.83%	300,000.00
1-4930-00	Tax Apportionments/County Checks	1,000.00	1,278.41	278.41	27.84%	638,000.00	692,616.54	54,616.54	8.56%	1,092,000.00
1-4950-00	Miscellaneous Income	400.00	420.36	20.36	5.09%	3,600.00	11,955.95	8,355.95	232.11%	5,000.00
1-4955-00	Cell Site Lease Income	16,930.00	19,536.84	2,606.84	15.40%	152,190.00	173,631.88	21,441.88	14.09%	203,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00%	600,000.00	698,690.23	98,690.23	16.45%	600,000.00
	Total RevType: 2 - Non-Operating:	51,030.00	102,703.59	51,673.59	101.26%	1,765,190.00	2,177,294.53	412,104.53	23.35%	2,367,000.00
	Total Revenue:	1,008,030.00	1,039,990.57	31,960.57	3.17%	11,922,190.00	12,249,323.57	327,133.57	2.74%	16,512,409.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	45,231.00	132,531.88	-87,300.88	-193.01%	1,901,079.00	2,000,105.01	-99,026.01	-5.21%	2,587,024.00
1-5230-00	Nunes T P Pump Expense	6,000.00	5,398.25	601.75	10.03%	47,550.00	47,567.24	-17.24	-0.04%	65,550.00
1-5231-00	CSP Pump Station Pump Expense	10,000.00	14,334.93	-4,334.93	-43.35%	350,000.00	280,184.83	69,815.17	19.95%	500,000.00
1-5232-00	Other Trans. & Dist Pump Expense	2,690.00	2,736.87	-46.87	-1.74%	22,980.00	23,332.99	-352.99	-1.54%	31,050.00
1-5233-00	Pilarcitos Canyon Pump Expense	13,500.00	11,939.61	1,560.39	11.56%	72,650.00	67,639.53	5,010.47	6.90%	79,350.00
1-5234-00	Denniston T P Pump Expense	8,000.00	3,606.83	4,393.17	54.91%	85,000.00	48,136.74	36,863.26	43.37%	102,350.00
1-5242-00	CSP Pump Station Operations	1,000.00	607.13	392.87	39.29%	9,800.00	7,014.60	2,785.40	28.42%	13,000.00
1-5243-00	CSP Pump Station Maintenance	4,000.00	1,528.75	2,471.25	61.78%	33,000.00	19,819.21	13,180.79	39.94%	45,000.00
1-5246-00	Nunes T P Operations - General	9,000.00	4,411.55	4,588.45	50.98%	80,000.00	58,050.60	21,949.40	27.44%	109,000.00
1-5247-00	Nunes T P Maintenance	11,000.00	5,414.23	5,585.77	50.78%	99,000.00	122,631.92	-23,631.92	-23.87%	135,000.00
1-5248-00	Denniston T P Operations-General	7,000.00	1,536.02	5,463.98	78.06%	57,000.00	29,907.25	27,092.75	47.53%	78,000.00
1-5249-00	Denniston T.P. Maintenance	14,000.00	2,960.83	11,039.17	78.85%	123,000.00	106,636.77	16,363.23	13.30%	165,000.00
1-5250-00	Laboratory Expenses	7,000.00	9,271.24	-2,271.24	-32.45%	60,000.00	76,978.14	-16,978.14	-28.30%	81,000.00
1-5260-00	Maintenance - General	35,000.00	18,533.93	16,466.07	47.05%	315,000.00	232,148.98	82,851.02	26.30%	421,000.00
1-5261-00	Maintenance - Well Fields	2,000.00	0.00	2,000.00	100.00%	50,000.00	109,697.23	-59,697.23	-119.39%	50,000.00
1-5263-00	Uniforms	1,000.00	0.00	1,000.00	100.00%	11,700.00	14,728.75	-3,028.75	-25.89%	14,700.00
1-5318-00	Studies/Surveys/Consulting	20,000.00	9,141.00	10,859.00	54.30%	105,000.00	59,806.05	45,193.95	43.04%	160,000.00
1-5321-00	Water Resources	1,700.00	161.57	1,538.43	90.50%	14,900.00	2,649.13	12,250.87	82.22%	20,000.00

Monthly Budget Report

For Fiscal: 2024-2025 Period Ending: 03/31/2025

		March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00	Community Outreach	2,000.00	300.00	1,700.00	85.00%	50,000.00	27,527.66	22,472.34	44.94%	68,000.00
1-5381-00	Legal	9,600.00	8,535.75	1,064.25	11.09%	87,100.00	194,316.08	-107,216.08	-123.10%	116,000.00
1-5382-00	Engineering	7,500.00	9,429.98	-1,929.98	-25.73%	67,500.00	107,429.17	-39,929.17	-59.15%	90,000.00
1-5383-00	Financial Services	0.00	0.00	0.00	0.00%	22,150.00	16,305.00	5,845.00	26.39%	24,150.00
1-5384-00	Computer Services	31,000.00	45,151.42	-14,151.42	-45.65%	282,000.00	287,053.40	-5,053.40	-1.79%	375,000.00
1-5410-00	Salaries/Wages-Administration	117,859.00	106,946.80	10,912.20	9.26%	1,094,407.00	1,028,819.64	65,587.36	5.99%	1,459,211.00
1-5411-00	Salaries & Wages - Field	169,089.00	124,713.07	44,375.93	26.24%	1,570,110.00	1,482,122.03	87,987.97	5.60%	2,093,480.00
1-5420-00	Payroll Tax Expense	20,548.00	17,721.34	2,826.66	13.76%	190,802.00	169,003.05	21,798.95	11.42%	254,404.00
1-5435-00	Employee Medical Insurance	46,431.00	40,994.06	5,436.94	11.71%	381,543.00	360,422.19	21,120.81	5.54%	520,835.00
1-5436-00	Retiree Medical Insurance	5,561.00	6,523.03	-962.03	-17.30%	45,723.00	50,707.43	-4,984.43	-10.90%	62,407.00
1-5440-00	Employees Retirement Plan	58,985.00	54,703.03	4,281.97	7.26%	530,865.00	499,252.65	31,612.35	5.95%	707,803.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	38,016.00
1-5510-00	Motor Vehicle Expense	8,130.00	2,413.40	5,716.60	70.31%	70,590.00	43,600.58	26,989.42	38.23%	95,000.00
1-5620-00	Office & Billing Expenses	35,000.00	21,759.70	13,240.30	37.83%	313,000.00	277,172.82	35,827.18	11.45%	418,000.00
1-5625-00	Meetings / Training / Seminars	4,400.00	3,997.67	402.33	9.14%	39,100.00	33,809.11	5,290.89	13.53%	52,300.00
1-5630-00	Insurance	18,600.00	24,925.37	-6,325.37	-34.01%	153,000.00	207,212.48	-54,212.48	-35.43%	209,000.00
1-5687-00	Membership, Dues, Subscript.	6,458.00	6,513.10	-55.10	-0.85%	93,747.00	84,974.34	8,772.66	9.36%	125,000.00
1-5688-00	Election Expenses	0.00	0.00	0.00	0.00%	30,000.00	0.00	30,000.00	100.00%	30,000.00
1-5689-00	Labor Relations	500.00	0.00	500.00	100.00%	4,500.00	0.00	4,500.00	100.00%	6,000.00
1-5700-00	San Mateo County Fees	2,750.00	990.00	1,760.00	64.00%	24,750.00	14,188.26	10,561.74	42.67%	33,000.00
1-5705-00	State Fees	1,500.00	4,190.25	-2,690.25	-179.35%	49,000.00	39,291.14	9,708.86	19.81%	50,600.00
1-5910-00	Loss/gain on disposal of assets	0.00	0.00	0.00	0.00%	0.00	-15,000.00	15,000.00	0.00%	0.00
Total ExpType: 1 - Operating:		744,032.00	703,922.59	40,109.41	5.39%	8,537,546.00	8,215,242.00	322,304.00	3.78%	11,485,230.00
ExpType: 4 - Capital Related										
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00%	335,173.00	335,172.75	0.25	0.00%	335,173.00
1-5716-00	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00%	321,412.00	321,412.10	-0.10	0.00%	321,412.00
1-5717-00	Debt Service-Chase Bank - 2018 Loan	44,300.00	44,300.46	-0.46	0.00%	432,821.00	432,821.13	-0.13	0.00%	432,821.00
1-5718-00	Debt Service-First Foundation Bank - 20...	0.00	0.00	0.00	0.00%	417,434.00	417,434.08	-0.08	0.00%	417,434.00
Total ExpType: 4 - Capital Related:		44,300.00	44,300.46	-0.46	0.00%	1,506,840.00	1,506,840.06	-0.06	0.00%	1,506,840.00
Total Expense:		788,332.00	748,223.05	40,108.95	5.09%	10,044,386.00	9,722,082.06	322,303.94	3.21%	12,992,070.00
Report Total:		219,698.00	291,767.52	72,069.52		1,877,804.00	2,527,241.51	649,437.51		3,520,339.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
March 31, 2025**

<u>RESERVE BALANCES</u>	Current Year as of 03/31/2025	Prior Year as of 03/31/2024
CAPITAL AND OPERATING RESERVE	\$19,500,376.02	\$12,530,530.78
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$19,750,376.02	\$12,780,530.78

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$1,599,335.05	\$976,020.37
CSP T & S ACCOUNT	\$698,861.65	\$256,477.61
MONEY MARKET (CARTER HILL - DN TANK FINANCING)	\$8,051,752.15	\$19,808.72
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$9,399,627.17	\$11,527,424.08
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$19,750,376.02	\$12,780,530.78

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

**COASTSIDE COUNTY WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
FISCAL YEAR TO DATE 2024/2025 - MARCH 31, 2025**

3/31/2025

4/4/2025

* Approved June 2024

Status	Approved* CIP Budget FY24/25	Actual To Date FY24/25	Projected FY24/25	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	
99-02	Vehicle Fleet Replacement	ongoing	\$ 50,000	\$ 44,694	\$ 44,694	\$ 5,306	100%	

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 162,516	\$ 162,516	\$ (22,516)	100%	
23-13	Pilarcitos Canyon Culvert Replacement	in design	\$ 400,000	\$ 52,893	\$ 150,000	\$ 250,000	0%	Engineering and environmental permitting in process
99-01	Meters	ongoing	\$ 10,000		\$ 10,000	\$ -	n/a	

Pipeline Projects

14-01/23-10	Highway 92 Potable Water Pipeline Emergency Restoration Project	Construction	\$ 3,000,000	\$ 892,905	\$ 1,500,000	\$ 1,500,000	25%	Awarded January 2025; construction to occur March-July 2025
21-01	Pipeline Replacement Projects: Alcatraz and Santa Cruz Aves/Redondo Beach Loop/Ocean Colony	In design	\$ 400,000	\$ 11,269	\$ 25,000	\$ 375,000	0%	Postponed to FY2025-26

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	Construction	\$ 4,000,000	\$1,387,348	\$ 4,000,000	\$ -	6%	
16-08	Denniston Well Field Replacements	TBD	\$ 450,000		\$ -	\$ 450,000	0%	Delayed - Efforts are being directed to the Pilarcitos Wells in FY2025 and FY2026
23-11	CSP Screens - Intake Valves/Treatability Study	Feasibility	\$ 50,000			\$ 50,000	0%	
19-05	Tanks - THM Control	Ongoing	\$ 50,000	\$ 21,700	\$ 21,700	\$ 28,300	100%	

Water Supply Development

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 2,000,000	\$ 197,433	\$ 300,000	\$ 1,700,000	n/a	Construction delayed to FY2026
25-02	Denniston Sluice Gates	TBD	\$ 50,000			\$ 50,000	0%	

Water Treatment Plants

23-05	Sodium Hypochlorite Generator Replacement (Nunes)	Construction	\$ 200,000	\$ 143,004	\$ 200,000	\$ -	75%	Installation started 1/2025
23-06	Existing Sedimentation Basin Rehabilitation	TBD	\$ 300,000			\$ 300,000	0%	design planned in FY2026

UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2024/2025

25-01	Nunes Water Treatment Plant Paving Project	Construction		\$ 351,341	\$ 351,341	\$ (351,341)	100%	
25-04	Nunes Water Treatment Plant Roof Replacement	Construction		\$ 166,320	\$ 180,000	\$ (180,000)	100%	
23-09	Denniston Contact Clarifier Hatch Replacements	Construction		\$ 348,305	\$ 350,000	\$ (350,000)	100%	In CIP in future years
25-03	CSP Earthquake Expansion Joints	Construction		\$ 68,627	\$ 68,627	\$ (68,627)	95%	
25-02	Pilarcitos Wellfield Replacement Project	In design		\$ 188,837	\$ 250,000	\$ (250,000)	0%	in design/permitting
NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	

NEW FY2024/2025 CIP TOTAL	\$ 11,250,000	\$4,037,192	\$ 7,763,878	\$ 3,486,122
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COASTSIDE COUNTY WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
FISCAL YEAR TO DATE 2024/2025 - MARCH 31, 2025

4/4/2025

3/31/2025

* Approved June 2024

Status	Approved* CIP Budget FY24/25	Actual To Date FY24/25	Projected FY24/25	Variance vs. Budget	% Completed	Project Status/ Comments
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FY2023/2024 CIP Carryover Projects

20-14	Nunes Water Treatment Plant Improvement Project	complete		\$ 3,671	\$ 3,671	\$ (3,671)	100%	
22-07	Alameda Ave Crossing at Medio Creek	complete		\$ 65,252	\$ 65,252	\$ (65,252)	100%	
24-01	Myrtle/2nd Ave Valve Replacement	complete		\$ 4,559	\$ 4,559	\$ (4,559)	100%	
23-03	CSP Fire Sprinklers	complete		\$ 26,751	\$ 26,751	\$ (26,751)	100%	
24-03	Nunes WTP Flocculator #8 Gearbox Replacement	complete		\$ 32,130	\$ 32,130	\$ (32,130)	100%	

FY2023/2024 CARRYOVER PROJECTS	\$	-	\$ 132,362	\$	132,362	\$	(132,362)
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Green = approved by the Board/in process

TOTAL - FY 2024/2025 CIP + PRIOR YEAR CARRYOVER	\$	11,250,000	\$4,169,554	\$	7,896,240	\$	3,353,760
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Legal Cost Tracking Report
12 Months At-A-Glance

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

Month	Admin (General Legal Fees)	Water Supply 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
Apr-24	5,485	2,003	356	1,342	3,239		223		89		12,736
May-24	6,817	89		178	11,676	401	846				20,006
Jun-24	4,420	1,691	490		3,821	6,497					16,919
Jul-24	14,688				14,213	1,388	1,495				31,783
Aug-24	6,663			267	10,550	2,359	134				19,972
Sep-24	4,904				25,059	2,448	935		223		33,567
Oct-24	2,848			589	21,488	12,683	134				37,741
Nov-24	5,365				9,041	24,680	757				39,842
Dec-24	15,547			267	3,649	8,811	89				28,363
Jan-25	5,029			767	4,628	4,228	579				15,229
Feb-25	12,041			769	3,999	7,115	1,256				25,179
Mar-25	7,347	977		1,049	233		698				10,303
TOTAL	91,152	4,759	846	5,227	111,594	70,606	7,142	0	312	0	291,636

Calcon T&M Projects Tracking
3/31/2025

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Billings FY2024-2025
FY 2024-2025 Open Projects:						
Open Projects - Subtotal						\$0.00
Other: Monthly Maintenance						
Tanks						
Crystal Springs Maintenance						
Nunes Maintenance						\$ 47,591.57
Denniston Maintenance						\$ 6,060.00
Distribution System						\$ 32,259.34
Wells						
Cellular Telemetry						\$ 2,625.04
Subtotal Maintenance						\$ 88,535.95
FINAL TOTAL FY 2024/2025						\$88,535.95

EKI Environment & Water
Engineering Services Billed FY 2022-2023 to FY 2024-2025
Billed through 3/31/2025

	Contract Date	Not to Exceed Budget	Status	FY2022-2023	FY 2023-2024	FY 2024-2025
CIP Project Management						
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Complete	\$ 10,438.74	\$ 4,201.34	
Fiscal Year 2023-2024 - Non-Complex Main line Extension Services			Open		\$ 11,801.40	\$ 7,739.94
Fiscal Year 2024-2025-Capital Improvement Management	1.9.2024	\$ 100,000.00	Complete		\$ 62,469.90	\$ 37,520.86
Fiscal Year 2024-2025-Capital Improvement Management		\$ 60,000.00	Open			\$ 56,276.21
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Complete	\$ 71,198.60	\$ 34,038.14	
Fiscal Year 2022-2023 - Emergency Engineering Services	2.10.2023	\$ 28,000.00	Complete	\$ 26,164.58		
Fiscal Year 2022-2023 - Emergency FEMA Grant Application		\$ 15,000.00	Complete	\$ 16,568.76		
Sub Total - CIP Project Management Services		\$ 345,000.00		\$ 124,370.68	\$ 112,510.78	\$ 101,537.01

Highway 92 Potable Water Pipeline Phase 1 (2023)	14-01	6.13.2023	\$ 135,400.00	Open	\$ 22,894.82	\$ 70,887.84	\$ 11,358.10
Highway 92 Environmental Permitting - Emergency Restoration	23-10	3.15.2023	\$ 73,800.00	Open	\$ 321.36	\$ 47,121.55	\$ 19,833.49
Highway 92 - Environmental Permitting Strategies	23-10	5.24.2023	\$ 29,700.00	Open		\$ 28,207.05	
Highway 92 Potable Water Pipeline Emergency Geotechnical	23-10	3.3.2023	\$ 63,400.00	Open	\$ 52,946.71		
Highway 92 Potable Water Pipeline Emergency Restoration-Design	23-10	3.15.2023	\$ 247,600.00	Open	\$ 55,017.03	\$ 125,635.28	\$ 23,438.70
Highway 92 Potable Water Pipeline Future Phases Geotechnical	14-01	3.3.2023	\$ 54,200.00	Open	\$ 26,884.03	\$ 23,313.72	
Highway 92 Engineering Services During Construction	14-01	1.8.2025	\$ 166,700.00	Open			\$ 1,053.26
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 177,300.00	Open	\$ 46,900.62		
Medio Creek and Magellan Pipeline/Miramar Deadends Design	22-07	3.15.2023	\$ 138,900.00	Open	\$ 39,015.39	\$ 50,313.73	\$ 7,782.58
EG Tank #1 - Pre-design for New Pump Station	19-01	6.13.2023	\$ 25,000.00	Open	\$ 1,046.76	\$ 23,917.66	
Miramar Deadends Project - Biological Resources Assessment	22-07	5.24.2023	\$ 18,200.00	Open		\$ 17,581.46	\$ 13,608.71
Alcatraz Ave, Santa Rosa Ave, and Ocean Colony Pipeline Projects	21-01	1.9.2024	\$ 66,200.00	Open		\$ 41,027.74	\$ 11,268.66
Carter Hill Tank Replacement Project Support	21-07	9.1.2024	\$ 25,000.00	Open			\$ 10,348.00
Pilarcitos Wellfield Replacement Project	25-02	10.9.2024	\$ 378,300.00	Open			\$ 185,701.48
SFPUC Pilarcitos Dam and Reservoir Improvement Project	5382	10.9.2024	\$ 18,000.00				\$ 6,913.66
Pilarcitos Creek Road Bank Stabilization Project	23-13	10.9.2024	\$ 44,800.00				\$ 18,780.71
San Vicente Pipeline Project - Phase A	14-25	1.7.2025	\$ 82,200.00				\$ 1,074.84
Highway 92 - 2017 Easements Land Description Packages	14-01	8.18.2023	\$ 14,000.00	Complete		\$ 14,000.00	
Medio Crossing-Alternatives Evaluation for Pipeline Replacement	22-07	4.25.2022	\$ 20,400.00	Complete	\$ 13,419.12		
Poplar Street Water Main Replacement Project	23-02	10.3.2022	\$ 29,200.00	Complete	\$ 22,944.36	\$ 6,199.05	
Grandview Crossing at Hwy 1	20-08	2.9.2021	\$ 156,500.00	Complete	\$ 32,891.30		
Grandview Crossing at Hwy 1 - Construction Management Services	20-08	9.16.2022	\$ 132,800.00	Complete	\$ 106,755.71		
Pilarcitos Creek Crossing Water Main Replacement Design	13-02	7.14.2020	\$ 99,900.00	Complete	\$ 28,025.40		
Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions	13-02	9.13.2022	\$ 28,600.00	Complete	\$ 4,681.04		
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Complete	\$ 6,631.56		

Total - All Services

\$ 584,745.89 \$ 560,715.86 \$ 412,699.20

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, March 11, 2025

The Public was able to participate in the public meeting at the District Office. This was an in-person meeting.

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

Also present: Mary Rogren, General Manager, Jeffrey Schneider, Assistant General Manager Finance/ Administration, Patrick Miyaki, Legal Counsel; and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CLOSED SESSION**

A. Pursuant to California Government Code Section 54956.9(d)(2)
Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
Two Potential Cases

- 5) **RECONVENE TO OPEN SESSION** – at 7:02 p.m.

1. **Public Report of Closed Session Action** – Mr. Miyaki reported:
No Action taken

- 6) **ADJOURNMENT** – Special Board Meeting Adjourned at 7:02 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Glenn Reynolds, 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, March 11, 2025

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 Reynolds called the meeting to order at 7:03 p.m. Present at roll call in person in the Board room: Vice President Bob Feldman, Director Ken Coverdell, Director Chris Mickelsen, and Director John Muller.

Also present: Mary Rogren, General Manager; Jeffrey Schneider, Asst. General Manager Finance/ Admin., Patrick Miyaki, Legal Counsel, Gina Brazil, Office Manager, Darin Sturdivan, Distribution Supervisor, and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** – There were no public comments
- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending February 28, 2025:
Claims: \$ 1,159,098.56; Payroll: \$ 216,458.30 for a total of \$ 1,375,556.86
February 2025 Monthly Financial Claims reviewed and approved by Director Reynolds
- B. Acceptance of Financial Reports
- C. Approval of Minutes of February 11, 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 – February 2025
- G. Leak/Flushing Report – February 2025
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – January 2025
- J. Water Service Connection Transfer Report for February 2025
- K. Notice of Completion – Nunes Water Treatment Plant Roof Repair Project
- L. Notice of Completion – Denniston Water Treatment Plant Contact Clarifier Hatch Replacement and Tanks Coating Project

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

- Director Coverdell reported on recent snow conditions in the Sierras.
- Director Muller commented on the Stone Pine manufactured homes project and recent news that additional funding may be required to complete the project. Ms. Rogren noted that the master meter for the development has been installed, and the water connections required for the project have been paid for.

6) GENERAL BUSINESS

A. Consider Resolution 2025-01 Concurring in Nomination of John H. Weed of the Alameda County Water District to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA")

ACWA-JPIA has invited member agencies to submit nominations to fill a vacancy on the ACWA-JPIA Executive Committee. John H. Weed, of the Alameda County Water District has requested the District's support of his nomination by submitting a concurring resolution.

ON MOTION BY Director Muller and seconded by Vice President Feldman, the Board voted by roll call vote to adopt resolution 2025-01 concurring in nomination of John H. Weed of Alameda County Water District to the Executive Committee of Association of California Water Agencies Joint Powers Insurance Authority ("ACWA-JPIA")

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

B. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project – Update #5

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

7) MONTHLY INFORMATIONAL REPORTS

A. General Manager

- Ms. Rogren reported that on March 3, 2025, Steven Ritchie, Assistant General Manager of Water at SFPUC issued an update on the water supply availability. Rainfall, snowpack, and reservoir storage levels to date, including carryover storage from prior average and wet years, continue to indicate a reasonable probability that the SFPUC will be able to meet full customer demand this year. The final update will be issued in early April following the last snow survey of the year.

B. Operations Report

Mr. Sturdivan summarized the operation highlights for the month of February 2025.

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

Director Coverdell requested that the District schedule a planning session and suggested that the Assistant General Manager be the facilitator instead of hiring an outside consultant.

9) ADJOURNMENT – Board Meeting Adjourned at 7:28 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Glenn Reynolds, President
Board of Directors

FY 2024 / 2025

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter	1	1		1									3
3/4" meter			1										1
1" meter													
1 1/2" meter				1									1
2" meter													
3" meter													
HMB Priority													
0.5" capacity increase													
5/8" meter			1										1
3/4" meter													
1" meter													
1 1/2" meter	1				1								1
2" meter					1								1
6" meter					1								1
County Non-Priority													
0.5" capacity increase													
5/8" meter					1								1
3/4" meter													
1" meter													
County Priority													
5/8" meter						1							1
3/4" meter													
1" meter					1								1
1.5" meter													
2" meter													
Totals	1	1	2	2	5	1	0	0	0				12

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

FY 23/24 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	1.0	1.0	1.5	3.5									7.0
HMB Priority			1.0		30.0								31.0
County Non-Priority					1.0								1.0
County Priority					2.5	1.0							3.5
Total	1.0	1.0	2.5	3.5	33.5	1.0	0.0	0.0	0.0	0.0	0.0	0.0	42.5

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2025

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	13.20	0.00	26.41	21.34	60.95	3.73	57.22
AUG	0.00	14.60	0.00	9.07	24.80	48.47	3.84	44.63
SEPT	0.00	14.90	0.00	0.00	46.17	61.07	2.91	58.16
OCT	0.00	0.00	0.00	24.84	30.12	54.96	2.24	52.72
NOV	0.00	0.00	17.88	18.89	4.16	40.93	2.21	38.72
DEC	0.00	0.00	16.94	13.76	0.00	30.70	2.24	28.46
JAN	0.00	0.00	19.03	14.88	3.45	37.36	2.23	35.13
FEB	0.00	0.00	16.4	12.83	0.06	29.29	2.07	27.22
MAR	0.00	1.60	17.89	14.08	3.12	36.69	3.22	33.47
APR						0.00		0.00
MAY						0.00		0.00
JUN						0.00		0.00
TOTAL	0.00	44.30	88.14	134.76	133.22	400.42	24.69	375.73
% MONTHLY TOTAL	0.0%	4.4%	48.8%	38.4%	8.5%	100.0%	8.8%	91.2%
% ANNUAL TO DATE TOTAL	0.0%	11.1%	22.0%	33.7%	33.3%	100.0%	6.2%	93.8%

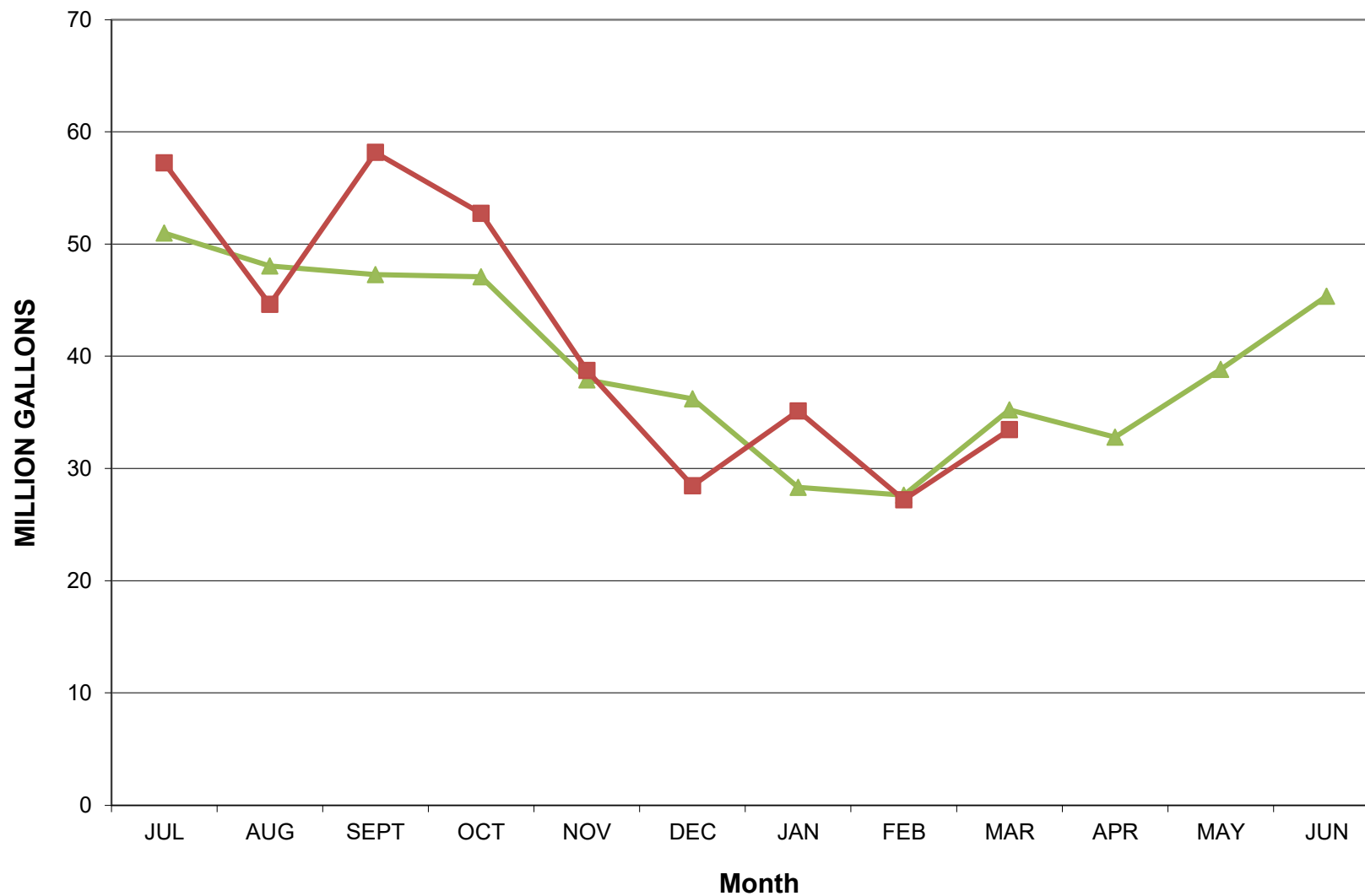
CCWD vs SFPUC- month 53.1%

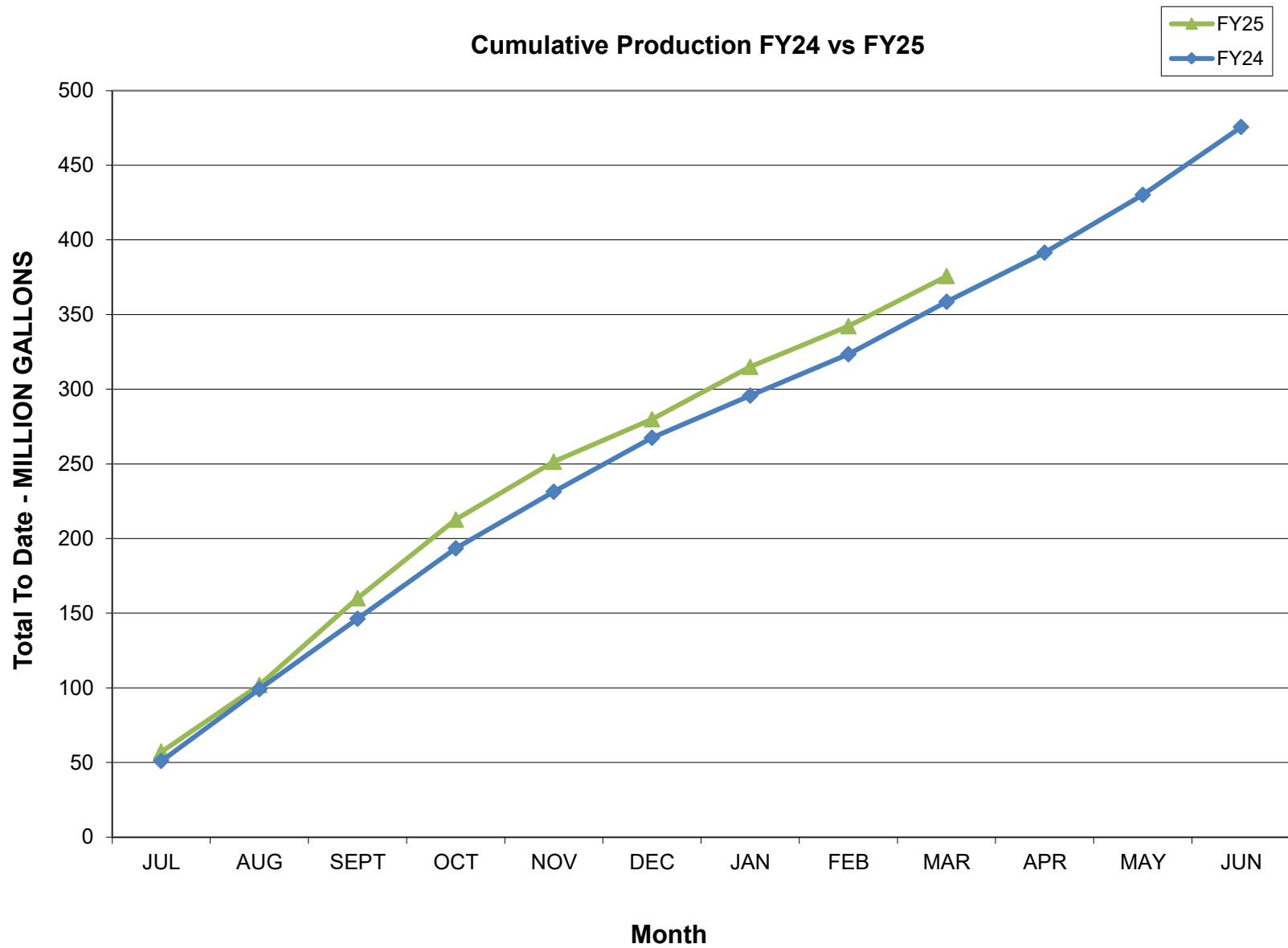
CCWD vs SFPUC- annual 33.1%

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2024

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.32	17.08	0.00	30.54	6.02	53.64	2.66	50.98
AUG	2.37	22.03	0.00	23.30	6.40	51.73	3.69	48.04
SEPT	2.31	18.49	0.00	24.22	8.42	51.13	3.87	47.26
OCT	0.51	6.09	0.00	37.04	6.54	49.67	2.58	47.09
NOV	0.05	15.80	11.9	9.68	2.94	40.32	2.42	37.90
DEC	0.00	7.40	17.29	11.08	2.46	38.23	2.03	36.20
JAN	0.00	4.60	15.68	10.14	0.00	30.42	2.11	28.31
FEB	0.00	0.00	15.84	13.16	0.00	29.00	1.37	27.63
MAR	0.00	2.90	13.13	16.81	4.33	37.17	1.94	35.23
APR	0.00	12.90	0.00	22.99	1.09	36.98	4.19	32.79
MAY	0.14	6.30	0.00	34.52	3.13	43.95	5.11	38.84
JUN	0.00	6.60	0.00	40.43	2.47	49.50	4.15	45.35
TOTAL	5.70	120.19	73.84	273.91	43.80	511.74	36.12	475.62
% Annual Total	n/a	23.5%	14.4%	53.5%	8.6%	100.0%	7.1%	92.9%

Monthly Production FY 24 vs 25





Coastside County Water District Monthly Sales By Category (MG)
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				212.81
COMMERCIAL	3.21	3.18	2.97	3.01	3.02	2.75	2.53	2.34	2.45				25.4
RESTAURANT	1.83	1.85	1.63	1.67	1.53	1.27	1.43	1.15	1.38				13.74
HOTELS/MOTELS	2.65	3.14	2.75	2.54	2.44	2.03	2.10	1.84	1.89				21.37
SCHOOLS	0.77	0.70	0.80	0.63	0.36	0.23	0.14	0.21	0.17				4.00
MULTI DWELL	2.72	2.77	2.73	2.52	2.45	2.31	2.26	2.05	2.22				22.03
BEACHES/PARKS	0.85	0.99	0.82	0.48	0.35	0.16	0.21	0.13	0.15				4.15
AGRICULTURE	1.92	2.15	2.19	2.07	1.60	1.30	1.19	1.28	1.96				15.66
RECREATIONAL	0.23	0.25	0.25	0.26	0.30	0.31	0.31	0.28	0.19				2.39
MARINE	0.36	0.38	0.36	0.34	0.29	0.29	0.39	0.28	0.24				2.92
RES. IRRIGATION	1.65	1.68	1.51	1.24	1.07	0.24	0.16	0.25	0.33				8.13
DETECTOR CHECKS	0.02	0.03	0.02	0.01	0.01	0.01	0.01	0.00	0.01				0.13
NON-RES. IRRIGATION	2.48	1.52	3.54	2.25	0.94	0.20	0.13	0.11	0.10				11.27
RAW WATER	4.20	4.98	6.48	7.25	4.17	2.63	0.00	3.23	0.00				32.94
PORTABLE METERS	0.34	0.46	0.32	0.34	0.32	0.07	0.07	0.08	0.06				2.06
CONSTRUCTION	0.38	0.37	0.29	0.27	0.26	0.23	0.21	0.20	0.21				2.43
TOTAL - MG	51.55	52.35	53.31	50.44	43.54	35.82	31.87	31.89	30.73	0.00	0.00	0.00	381.48

Non Residential Usage	23.61	24.45	26.66	24.89	19.11	14.05	11.13	13.41	11.37	0.00	0.00	0.00
Running 12 Month Total									497.55			
12 mo Residential									279.21			
12 mo Non Residential									218.34			

FY2024

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	24.40	25.26	26.27	24.96	22.90	21.49	20.13	17.91	19.14	19.21	21.74	25.46	268.84
COMMERCIAL	2.73	2.96	2.92	2.93	2.66	2.74	2.33	2.39	2.50	2.54	2.80	3.21	32.72
RESTAURANT	1.50	1.54	1.70	1.57	1.46	1.28	1.26	1.17	1.31	1.37	1.45	1.62	17.22
HOTELS/MOTELS	2.56	2.65	2.73	2.51	2.24	1.92	1.85	1.51	1.86	1.77	2.11	2.46	26.18
SCHOOLS	0.41	0.79	0.68	0.48	0.45	0.25	0.14	0.16	0.15	0.19	0.20	0.36	4.25
MULTI DWELL	2.41	2.55	2.60	2.46	2.44	2.34	2.32	2.11	2.32	2.23	2.33	2.56	28.67
BEACHES/PARKS	0.48	0.49	0.39	0.37	0.33	0.26	0.16	0.13	0.18	0.19	0.24	0.55	3.78
AGRICULTURE	1.86	3.04	1.63	1.46	1.63	1.43	1.19	1.25	1.77	1.88	1.99	2.06	21.22
RECREATIONAL	0.18	0.16	0.17	0.15	0.14	0.14	0.11	0.11	0.15	0.15	0.16	0.26	1.88
MARINE	0.28	0.35	0.35	0.26	0.28	0.27	0.28	0.45	0.34	0.24	0.26	0.29	3.65
RES. IRRIGATION	1.25	1.38	1.40	1.32	0.90	0.56	0.29	0.23	0.17	0.17	0.70	1.19	9.56
DETECTOR CHECKS	0.01	0.02	0.02	0.01	0.03	0.01	0.01	0.01	0.02	0.01	0.01	0.02	0.16
NON-RES. IRRIGATION	0.33	0.71	1.31	0.35	0.31	0.18	0.15	0.11	0.05	0.08	0.17	1.16	4.91
RAW WATER	3.49	7.33	5.45	8.34	4.22	2.24	0.00	0.00	0.00	4.93	0.00	3.85	39.85
PORTABLE METERS	0.17	0.24	0.20	0.21	0.12	0.04	0.08	0.02	0.06	0.07	0.23	0.40	1.85
CONSTRUCTION	0.50	0.53	0.52	0.47	0.44	0.43	0.40	0.38	0.36	0.37	0.41	0.46	5.27
TOTAL - MG	42.54	50.00	48.35	47.87	40.54	35.57	30.72	27.95	30.39	35.38	34.78	45.90	470.00

Running 12 Month Total	470.00
12 mo Residential	268.84
12 mo Non Residential	201.16

MONTH		March-25									
Coastside County Water District Monthly Discharge Report											
EMERGENCY MAIN AND SERVICE REPAIRS											
C o u n t	Date Reported Discovered	Time 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											
2											
3											
4											
5											
6											
7											
8											
						Total	0.000				

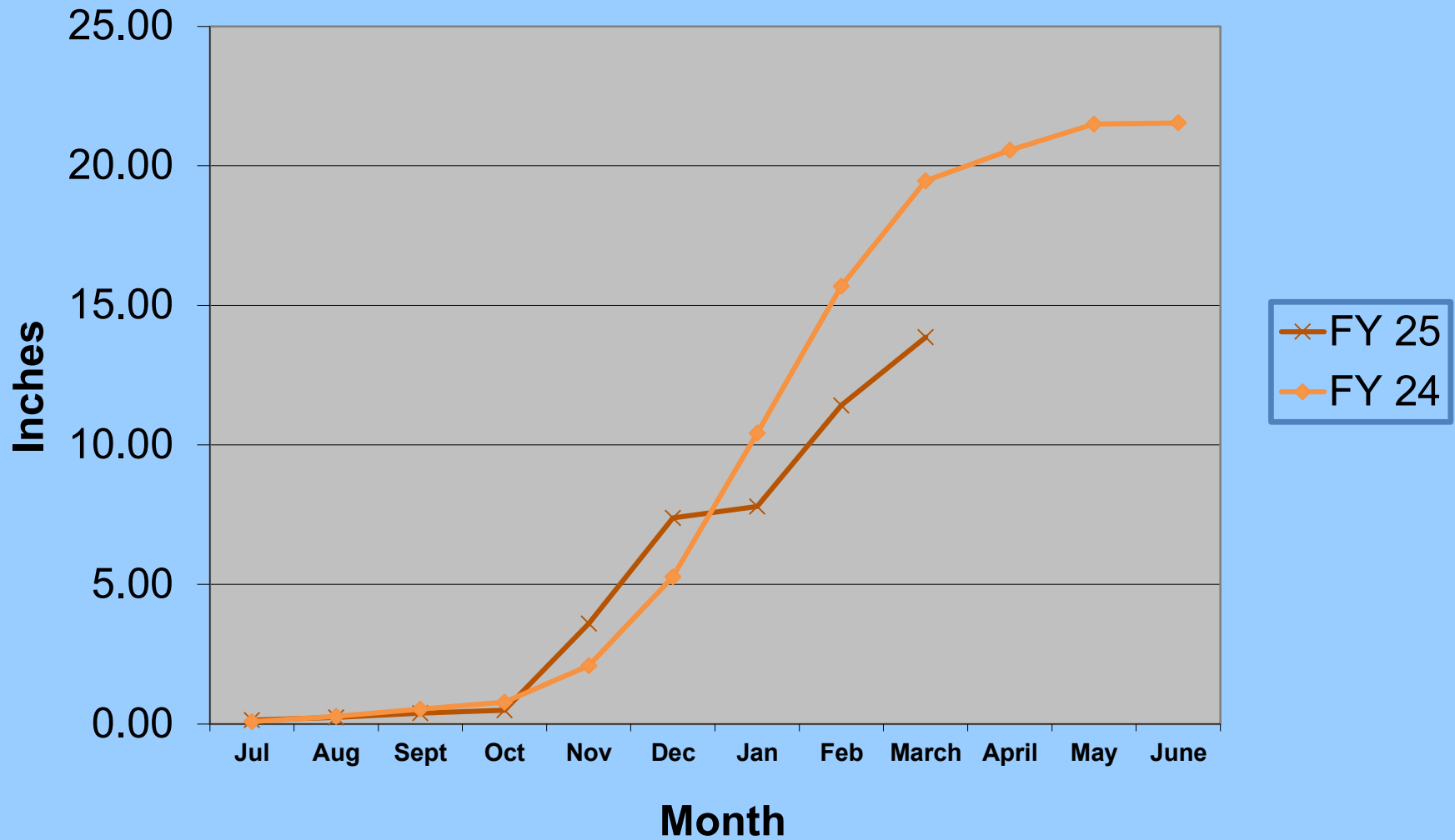
OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.010
Reservoir Cleaning	0.000
Automatic Blowoffs	0.206
Dewatering Operations	0.182
Other (includes flow testing)	0.002
DISCHARGES GRAND TOTAL (MG)	
0.400	

Coastside County Water District
766 Main Street
July 2024 - June 2025

Nunes
Rainfall in Inches

	2024						2025					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0.01	0.01	0.00	0.00	0.08	0.00	0.00	0.13	0.00			
2	0.00	0.01	0.00	0.00	0.01	0.00	0.00	0.08	0.05			
3	0.00	0.00	0.00	0.00	0.00	0.00	0.22	0.09	0.00			
4	0.00	0.01	0.00	0.00	0.00	0.00	0.05	1.22	0.00			
5	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.11			
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.29	0.06			
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.12	0.00			
8	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.00			
9	0.00	0.00	0.00	0.03	0.00	0.00	0.00	0.00	0.00			
10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
11	0.01	0.01	0.00	0.00	0.37	0.41	0.00	0.07	0.00			
12	0.00	0.01	0.00	0.00	0.00	0.25	0.00	0.45	0.63			
13	0.00	0.00	0.00	0.01	0.00	0.36	0.00	0.96	0.17			
14	0.01	0.00	0.01	0.02	0.00	0.69	0.00	0.04	0.56			
15	0.00	0.00	0.02	0.00	0.01	0.00	0.00	0.00	0.00			
16	0.00	0.00	0.00	0.00	0.00	0.12	0.00	0.00	0.21			
17	0.00	0.02	0.01	0.00	0.04	0.00	0.00	0.01	0.16			
18	0.00	0.01	0.04	0.00	0.00	0.00	0.00	0.00	0.00			
19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.04			
20	0.00	0.00	0.02	0.00	0.30	0.00	0.00	0.01	0.00			
21	0.01	0.00	0.00	0.00	0.17	0.22	0.00	0.00	0.00			
22	0.00	0.00	0.01	0.00	1.76	0.35	0.00	0.00	0.00			
23	0.00	0.00	0.01	0.00	0.02	0.28	0.00	0.00	0.00			
24	0.00	0.00	0.00	0.00	0.00	0.21	0.00	0.03	0.00			
25	0.00	0.00	0.00	0.00	0.24	0.00	0.01	0.01	0.00			
26	0.00	0.00	0.01	0.00	0.11	0.51	0.00	0.00	0.01			
27	0.01	0.00	0.00	0.00	0.00	0.07	0.00	0.00	0.16			
28	0.01	0.00	0.01	0.00	0.00	0.08	0.00	0.00	0.00			
29	0.02	0.00	0.00	0.00	0.00	0.22	0.00		0.01			
30	0.04	0.00	0.01	0.00	0.00	0.01	0.00		0.02			
31	0.01	0.00		0.05		0.00	0.13		0.26			
Mon.Total	0.14	0.09	0.15	0.11	3.11	3.78	0.41	3.62	2.45			
Year Total	0.14	0.23	0.38	0.49	3.60	7.38	7.79	11.41	13.86			

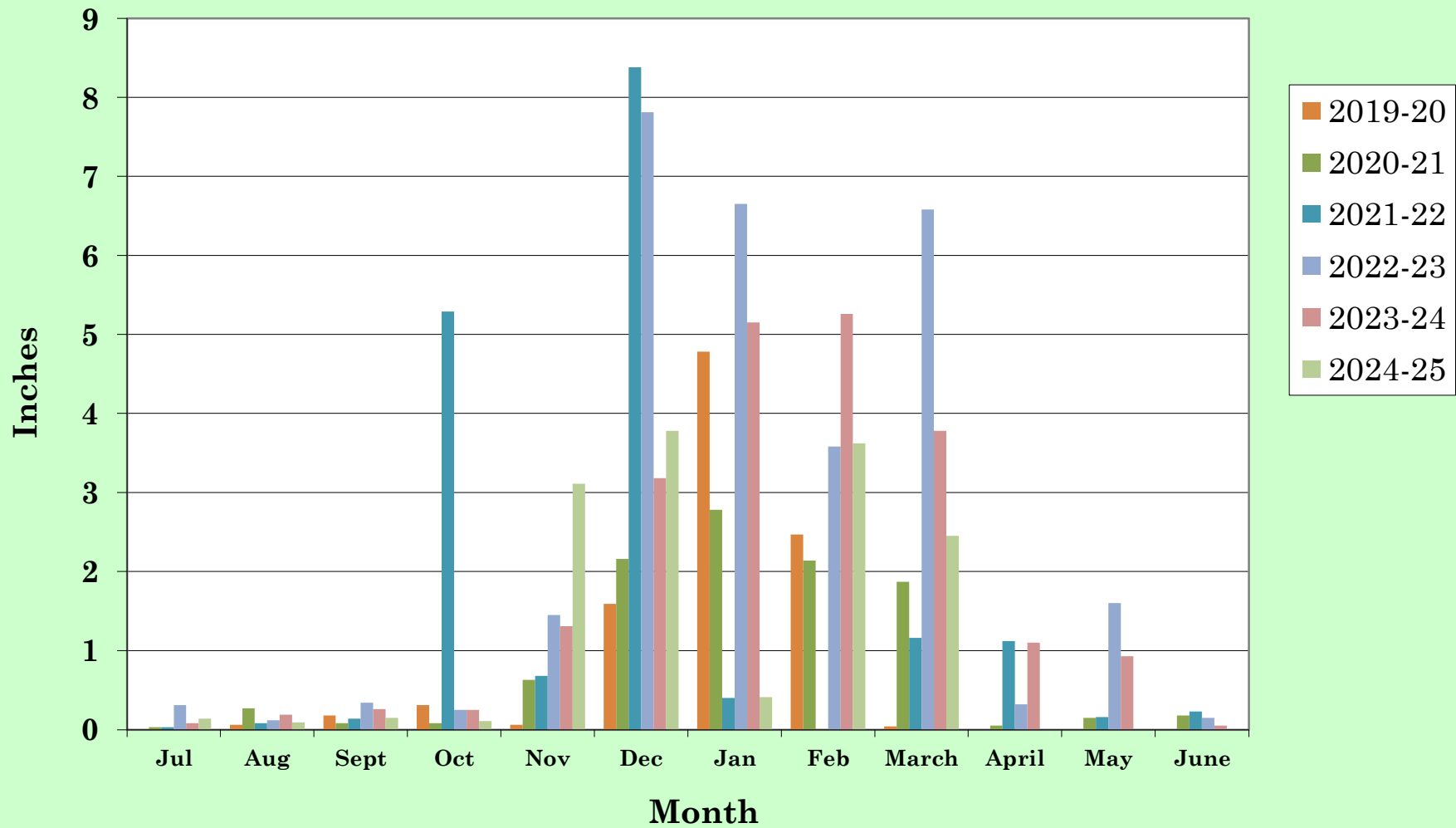
Rainfall Total Comparison Fiscal Years 2024-25 vs. 2023-2024



Coastside County Water District

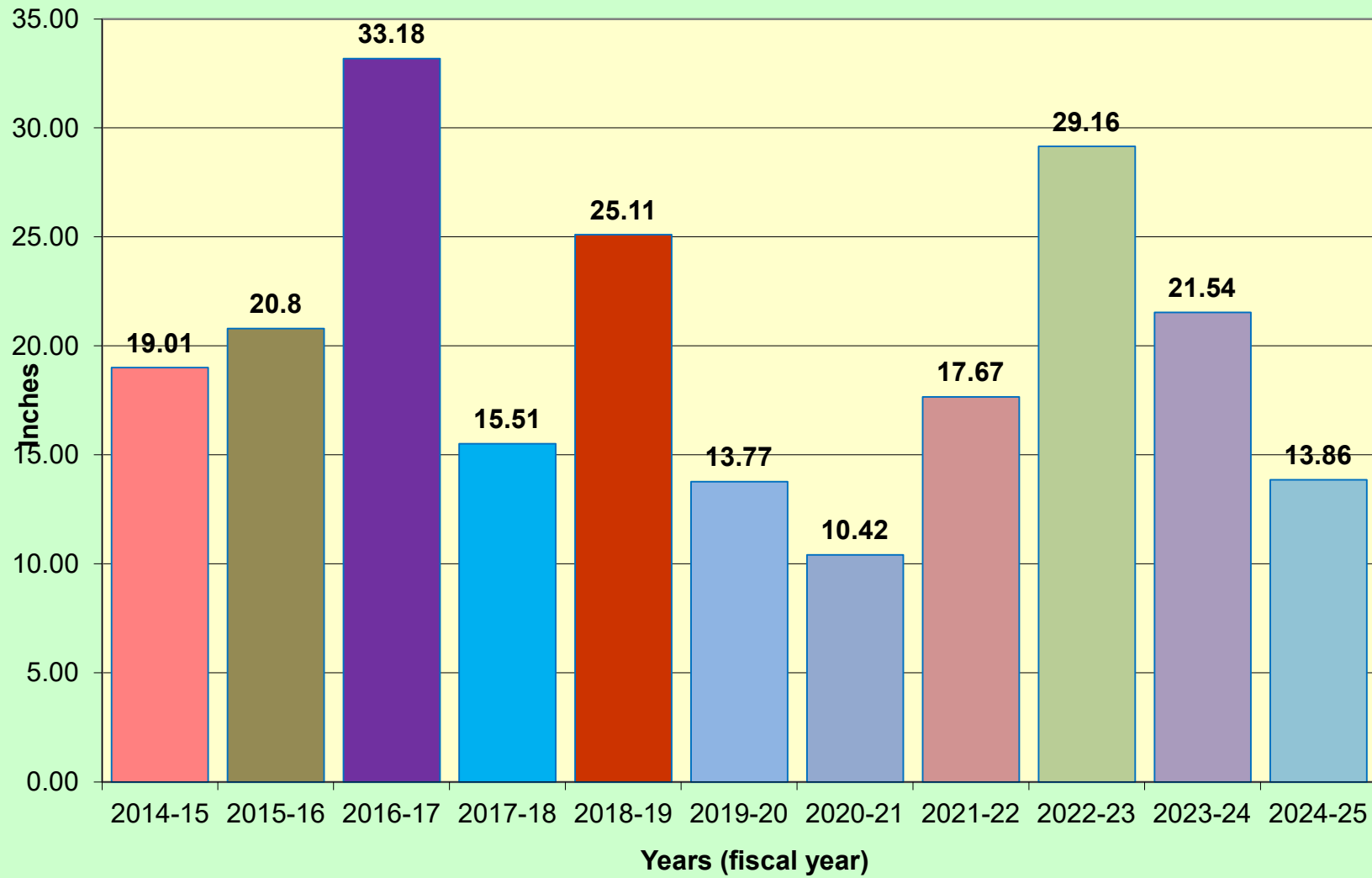
Rainfall by Month

Fiscal Years 20 - 25



Rain Totals

Fiscal Years 15 - 25



San Francisco Public Utilities Commission

Hydrological Conditions Report

February 2025

B. Barry, C. Graham, H. Forrester, N. Waelty
Prepared March 3, 2025



Snow surveyors in the Upper Cherry Creek watershed during late February. March 1st manual snow surveys indicated SWE in the Tuolumne River watershed was 66% of normal to date or 57% of April 1 normal.

System Storage

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

Table 1. Current System Storage as of March 1, 2025							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	278,010		340,830		62,820		82%
Cherry Reservoir ²	245,913		268,811		22,898		91%
Lake Eleanor ³	23,727		21,495		0		100%
Water Bank	560,472		570,000		9,528		98%
Tuolumne Storage	1,108,122		1,201,136		95,246		92%
Local Bay Area Storage							
Calaveras Reservoir	78,251	25,498	96,670	31,500	18,419	6,002	81%
San Antonio Reservoir	45,521	14,833	52,506	17,109	6,985	2,276	87%
Crystal Springs Reservoir	45,622	14,866	68,743	22,400	23,121	7,534	66%
San Andreas Reservoir	15,615	5,088	18,898	6,158	3,284	1,070	83%
Pilarcitos Reservoir	2,240	730	3,118	1,016	878	286	72%
Total Local Storage	187,249	61,015	239,936	78,183	52,687	17,168	78%
Total System	1,295,371		1,441,072		147,933		90%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flashboards removed. Boards were removed September 12.

³ Maximum Lake Eleanor storage with flashboards removed. Boards were removed October 4.

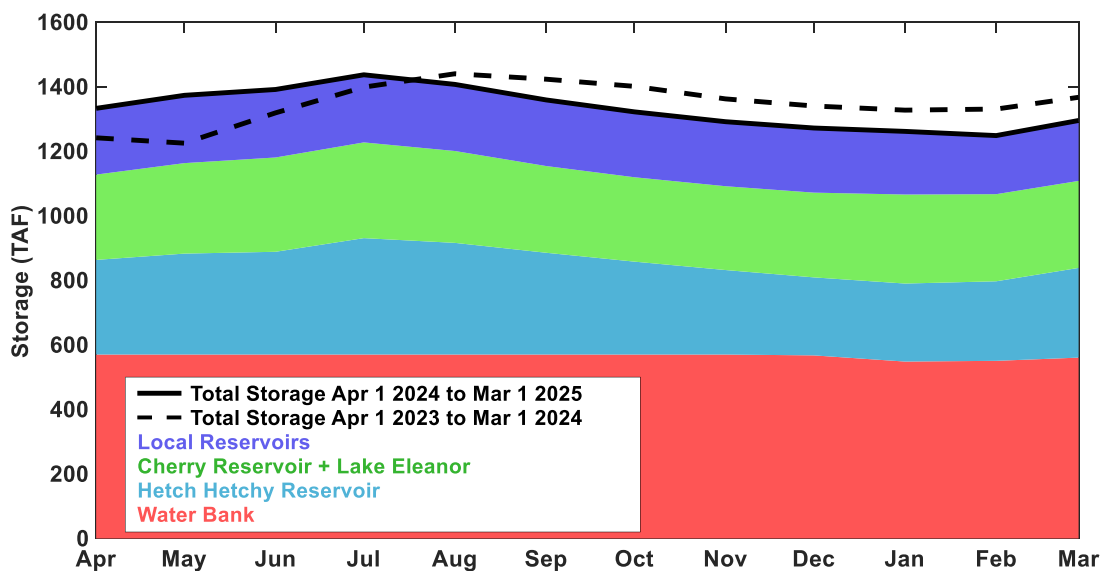


Figure 1: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The February 2025 six-station precipitation index was 8.28 inches, which is 131% of the 1991-2020 February median.

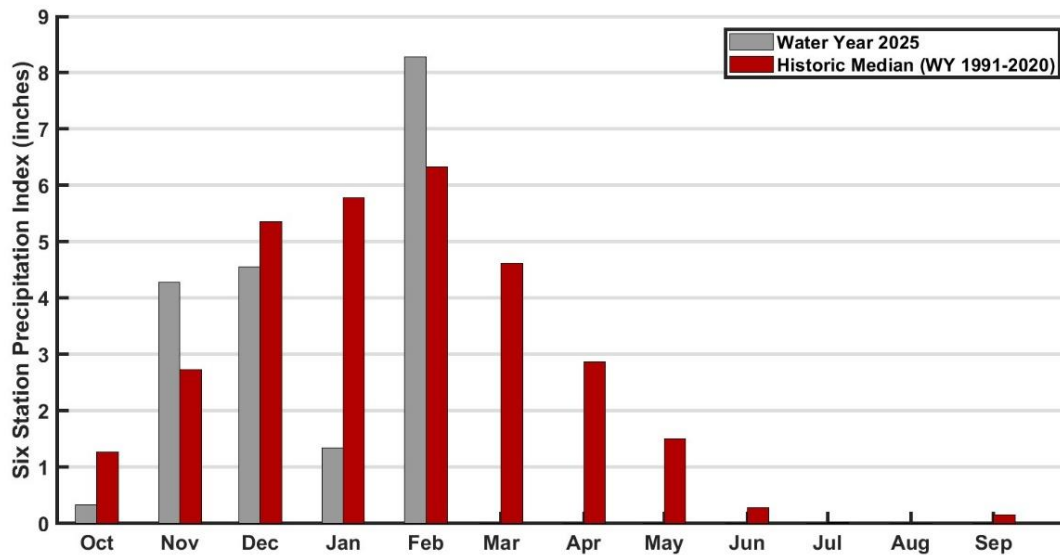


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of March 1. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2025 is 18.76 inches, which is 87% of the median to-date. The Hetch Hetchy Weather Station received 8.49 inches of precipitation in February resulting in a total of 19.48 inches for WY 2025, or 85% of WY to-date median. The cumulative WY 2025 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

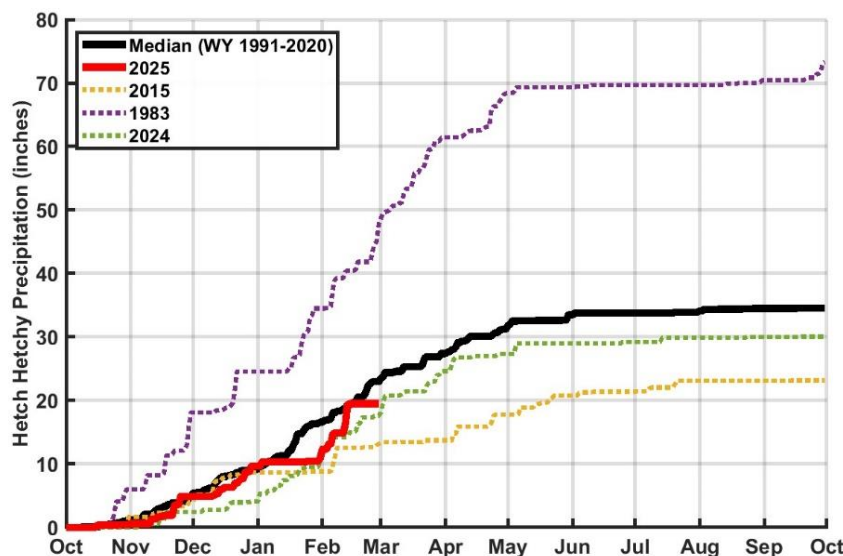


Figure 3: Water Year 2025 cumulative precipitation measured at Hetch Hetchy Weather Station as of March 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2025 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for February 2025 and Water Year 2025 is summarized below in Table 2.

Table 2. Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	February 2025				October 1, 2024 through February 28, 2025			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	36,817	24,955	28,507	129%	58,580	80,560	94,642	62%
Inflow to Cherry Reservoir and Lake Eleanor	58,469	28,202	34,090	172%	86,254	105,331	117,924	73%
Tuolumne River at La Grange	177,425	110,828	157,781	112%	276,419	321,388	453,206	61%
Water Available to City	70,258	21,977	65,803	107%	70,554	57,889	187,922	38%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) decreased to 0 MGD on December 17 for the December 2024 - March 2025 Mountain Tunnel and Hetch Hetchy Aqueduct maintenance planned outage. Deliveries remained at 0 MGD for the month of February. A rate change to 150 MGD is scheduled for March 18/19.

Hetch Hetchy Reservoir power draft and stream releases totaled 5,389 acre-feet during the month of February. Required minimum instream release during February was 50 cfs (Type B), increasing to 60 cfs (Type A) in March.

Cherry Reservoir power draft and stream releases totaled 41,528 acre-feet during the month of February. Required minimum instream release is 5 cfs October through June.

Lake Eleanor stream releases totaled 17,282 acre-feet and Cherry-Eleanor pumping transfer totaled 6,149 acre-feet during the month of February. Required minimum instream release during February was 5 cfs, increasing to 10 cfs from March 1 through April 14.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant production rate for the month was 66 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 93 MGD.

Regional System Water Delivery

The average February delivery rate was 157 MGD which is a 1.9% decrease compared to the January delivery rate of 160 MGD.

Local Precipitation

The rainfall summary for February 2025 and Water Year 2025 is presented in Table 3.

Table 3				
Precipitation Totals at Three Local Area Reservoirs				
Weather Station Location	February 2025		October 1, 2024 through February 28, 2025	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	10.24	143%	28.98	116%
Lower Crystal Springs Reservoir	5.73	119%	17.94	108%
Calaveras Reservoir	5.33	152%	13.38	104%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Following sustained dry conditions in January, a series of relatively warm atmospheric river storms during the first half of February produced significant precipitation and high-elevation snow. These storms generated above-normal runoff for the month. Cumulative Water Available to the City (WAC) for February and WY2025 was 70,258 AF and 70,554 AF, respectively (Table 2, Figure 4). Dry conditions dominated the second half of the month and cumulative WY precipitation and snowpack ended the month near normal (Figure 2, 3, and 5).

Hetch Hetchy Reservoir is drafting via minimum instream releases. The 2024-2025 Mountain Tunnel and Hetch Hetchy Aqueduct maintenance outage began on December 17, precluding SJPL deliveries. SJPL deliveries are scheduled to resume on March 18/19. During the shutdown, Moccasin Fish Hatchery draft was reduced to 3 cfs and there was minimal power generation from Hetch Hetchy Reservoir.

Cherry Reservoir is expected to continue drafting via minimum instream releases and discretionary power generation through the end of Spring runoff. Lake Eleanor is full and spilling with Cherry-Eleanor Pumps running at full capacity. The Cherry-Eleanor Pumps are expected to remain on until the end of Spring runoff. Spill from Lake Eleanor is expected to occur intermittently over the next several months.

In all future weather scenarios, forecasted inflows are sufficient to fill Cherry Reservoir, Lake Eleanor, and Hetch Hetchy Reservoir (Figure 6), with additional water available for power generation and supplemental environmental releases. In the 75% and wetter scenarios, forecasted inflows will maintain a full Water Bank at the end of Spring runoff. In the driest scenarios, Water Bank does not refill at the end of runoff.

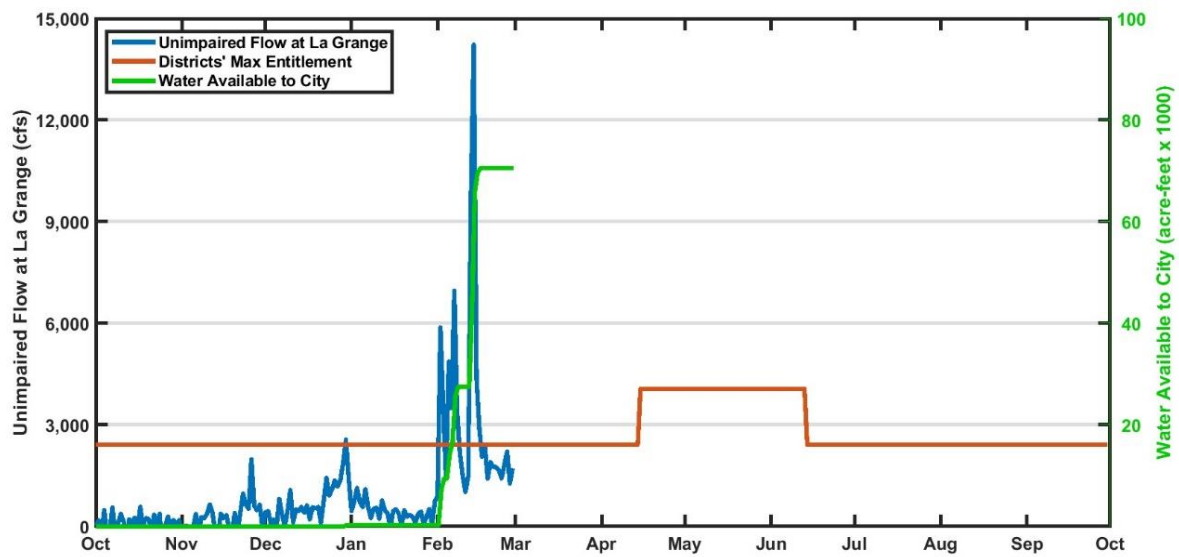


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

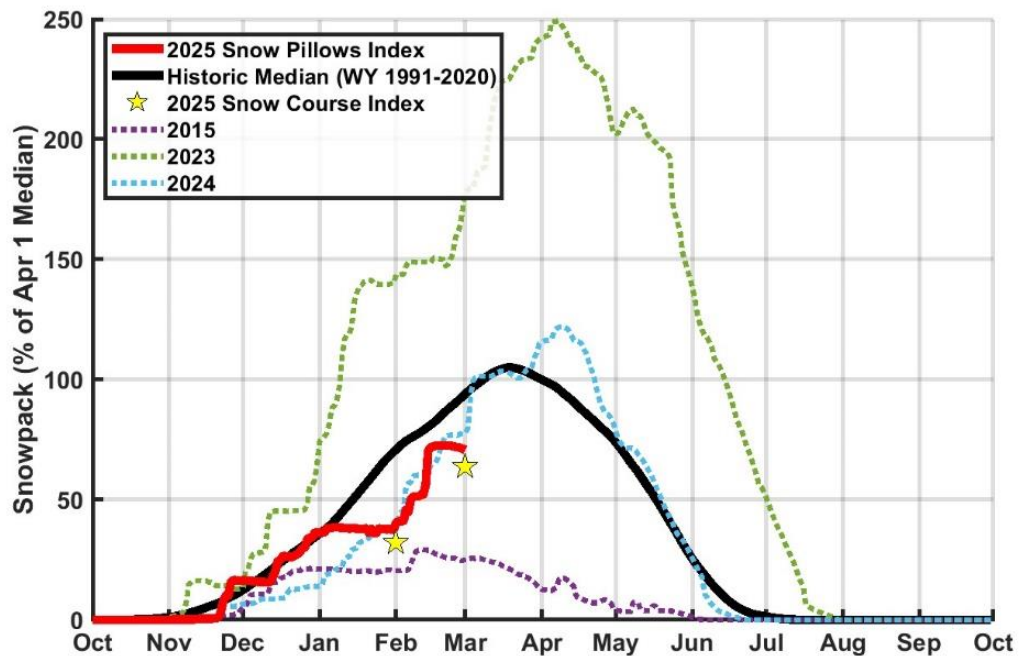


Figure 5: Current water year 10-Station Snow Pillows Index as of March 1 (red line), based on real-time snow water equivalent measurements in the Tuolumne Basin. Star indicates the average manual snow course measurements in the Tuolumne Watershed. Historic median, wet and dry years, and previous water year are included for comparison purposes.

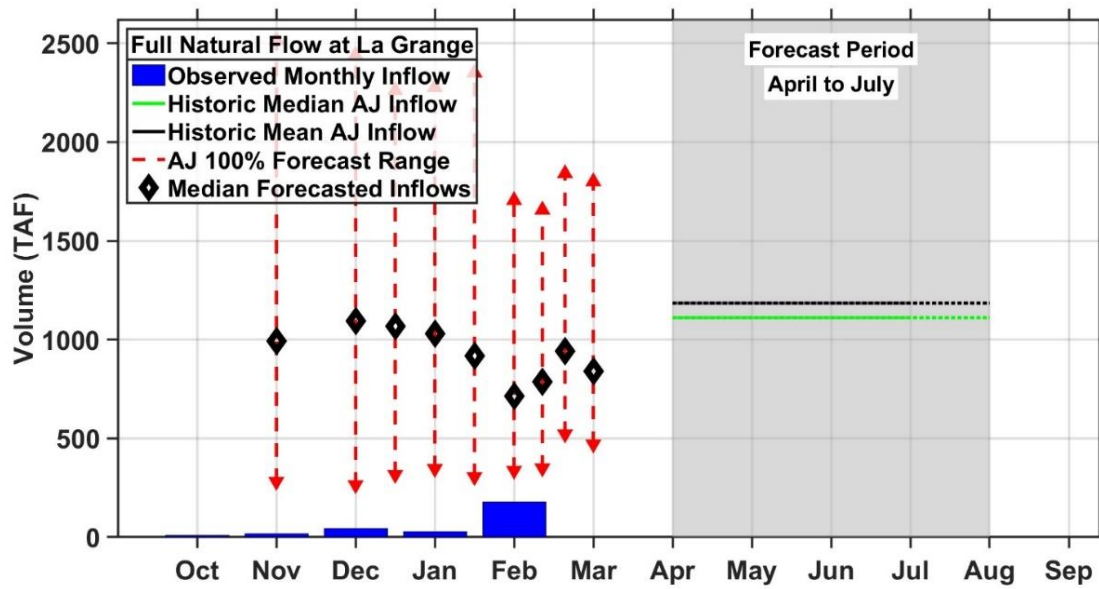


Figure 6: Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at La Grange. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: April 8, 2025

Date: April 4, 2025

Agenda Title: Authorize the General Manager to Approve a Change Order to GSW Construction, Inc. on the Nunes Water Treatment Plant Hypochlorite Room Improvements Project

Recommendation/Motion:

Authorize the General Manager to Approve a Change Order to GSW Construction, Inc. on the Nunes Water Treatment Plant Hypochlorite Room Improvements Project in the not-to-exceed amount of \$48,301.

Background:

At the September 10, 2024 Regular Board of Directors meeting, the Board approved a contractual agreement with GSW Construction, Inc. ("GSW") in the amount of \$155,600 for the hypochlorite room improvements and installation of a redundant sodium hypochlorite generator at the Nunes Water Treatment Plant (WTP). GSW is near completion on the project, and staff is very pleased with GSW's work.

While GSW is still on site and given GSW's expertise, the District would like to engage GSW to replace the wash water recovery pipe as a change order to the project.

The wash water recovery line was originally installed when the Nunes WTP was built in 1980. In 2024, the line developed a leak which District staff repaired. During the repair, the line was found to be deteriorated and staff ended up replacing 10-15 feet of pipe in order to connect to the still "good" sections of pipe. District staff is very concerned about the pipe failing given the known condition of the pipe.

This change order includes completely replacing the entire pipeline that goes from the wash water recovery room, outside of the building down approximately 50 feet and back in underneath the treatment plant about 12 feet. When completed the pipeline will all be above ground and accessible for not only inspection, but future repairs. Jon Sutter of EKI Environment and Water, Inc. has reviewed the District's plans and concurs with the approach.

Fiscal Impact: \$48,301

COR Request
CCWD Nunes Water Treatment Plant Hypochlorite Room Improvements Project

Work
Performed By: GSW Construction Inc.



Work
Description: Replace Wash Water Recovery Pipe

CALTRANS Equipmt Code	Equipment	Check if Idle	Hours	Rate	Amount		Labor (Name & Class)	Hours		Burdened Rate	Amount	
					Owned	Rented						
T&TT 06-12	F-350 Work Truck		40	41.96	\$1,678.40		Felipe Briseno	Reg.	40	\$146.00	\$5,840.00	
								O.T.		\$200.00		
T&TT 06-12	Dump Trailer		0	\$11.50	\$0.00		Jorge Haro	Reg.	40	\$111.00	\$4,440.00	
								O.T.		\$149.00		
T&TT 12-20	F-550 Work Truck		0	\$54.23	\$0.00		Erik Torres	Reg.	40	\$111.00	\$4,440.00	
								O.T.		\$149.00		
	308 Cat Excavator		16	\$60.36	\$965.76			Reg.				
								O.T.				
								Reg.				
								O.T.				
								Reg.				
								O.T.				
Total Cost of Equipment			Subtotal		\$2,644.16				Reg.			
			Total Owned & Rented		\$2,644.16	O.T.						
Material			Quantity	Unit Cost	Amount		Subtotal					\$14,720.00
							Labor Surcharge %		0%	\$0.00		
16" Wall Cores			2	\$750.00	\$1,500.00		Subsistence				\$0.00	
							Travel Expense				\$0.00	
Pipe and Fittings			1	\$17,380.00	\$17,380.00		Total for Labor				\$14,720.00	
							Total for Equipment				\$2,644.16	
Uni Strut and Hardware			1	\$6,566.15	\$6,566.15		Total for Materials				\$26,461.15	
							+ 10% on Equipment & Materials				\$2,646.12	
Epoxy/ Grout			1	\$880.00	\$880.00		Total Cost of Labor, Equipment & Materials				\$46,471.43	
							Bonds and Insurance				\$1,829.10	
Grout			3	\$45.00	\$135.00		Total for this Report				\$48,300.53	
Total Cost of Material					\$26,461.15							

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: April 8, 2025

Date: April 4, 2025

Agenda Title: Authorize the General Manager to Approve Change Orders on the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project up to a Cumulative Total of \$200,000

Recommendation/Motion:

Authorize the General Manager to Approve Change Orders on the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project up to a cumulative total of \$200,000.

Background:

At the July 9, 2024 Regular Board of Directors meeting, the Board approved an agreement with DN Tanks, LLC. for construction of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project for \$10,968,951. The full “notice to proceed” was issued on January 21, 2025, and the contract duration is 480 days.

The project is now fully underway and given the complexity of the project and unknown site conditions, changes are being frequently discussed (nearly daily) with staff, the construction manager, and the District’s engineers. To date, the changes have been manageable as some change orders have resulted in credits that offset other charges.

However many of the change orders to date have required staff to make quick decisions to avoid delays in the construction schedule. In order not to hold up the construction schedule if changes exceed the General Manager’s spending authority (\$30,000), staff requests that the Board authorize the General Manager to approve a cumulative level of change orders up to \$200,000. When the change order running balance reaches \$200,000, the General Manager will bring change order requests to the Board of Directors for review and approval.

Staff will regularly update the Facilities Committee on the status of the change orders for the project.

Fiscal Impact: up to \$200,000.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jeffrey Schneider
Assistant General Manager – Finance & Administration

Agenda: April 8, 2025

Report Date: April 4, 2025

Agenda Title: Overview of Draft Fiscal Year 2025/26 Operations and Maintenance Budget and FY 2025/26 Budget Process Timeline

Recommendation / Motion:

Information Only.

Background:

Staff met with the Finance Committee on March 27, 2025 to review drafts of the FY 2025/26 Operations and Maintenance (O&M) Budget and the FY 2025/26 – FY 2034/35 Capital Improvement Program (CIP) Plan. The Finance Committee did not recommend any changes to either the O&M Budget or CIP Plan drafts.

This staff report includes an overview of the draft FY 2025/26 O&M Budget and Budget Process Timeline as reviewed with the Finance Committee. The Board will review the draft FY 2025/26 – FY2034/35 CIP Plan at its May 13, 2025 meeting, following the review of the CIP Plan by the Facilities Committee to be held during the week of April 21, 2025.

At the June 10, 2025 Board of Directors meeting, the Board will be asked to approve the draft Fiscal Year 2025/26 O&M Budget and the draft Fiscal Year 2025/26 to Fiscal Year 2034/35 CIP Plan.

The attached Budget Process Timeline lists key milestones and the schedule for Committee and Board reviews, and Board approval, of the District's FY 2025/26 O&M Budget and CIP Plan for Fiscal Year 2025/26 through FY2034/35.

Staff will present Budget process updates at each Regular Board meeting through June.

FY 24-25 Budget (O&M and CIP) Process Timeline

Date	Description
March 10, 2025	Facilities Committee - Capital Improvement Program (CIP) Review
March 27, 2025	Finance Committee - Review of Draft O&M / CIP Budgets
April 8, 2025 Regular Board Meeting	Present Draft O&M Budget for Board Review
Week of April 21, 2025	Facilities Committee - Capital Improvement Program (CIP) Review
May 13, 2025 Regular Board Meeting	Board Presentation of Draft CIP Budget
June 10, 2025 Regular Board Meeting	Board Approval of FY25-26 O&M and FY25-26 - FY34/35 CIP Budgets

Draft Fiscal Year 2025/26 O&M Budget:

A summary of the Draft Fiscal Year 2025-2026 O&M Budget as compared to the prior year's budget is presented below.

	FY2025/26 Draft Budget	FY2024/25 Approved Budget	\$ Change from Prior Budget	% Change from Prior Budget
REVENUE				
<i>Water Sales in Millions of Gallons</i>	545 MG	520 MG	25 MG	4.8%
Water Revenue (*)	\$ 15,862,004	\$ 14,145,409	\$ 1,716,595	12.1%
Non-Operating Revenue	\$ 2,599,000	\$ 2,367,000	\$ 232,000	9.8%
Total Revenue	\$ 18,461,004	\$ 16,512,409	\$ 1,948,595	11.8%
OPERATING EXPENSES	\$ 12,247,591	\$ 11,485,230	\$ 762,361	6.6%
DEBT SERVICE	\$ 2,036,939	\$ 1,506,840	\$ 530,099	35.2%
CONTRIBUTION TO CIP AND RESERVES	\$ 4,176,474	\$ 3,520,339	\$ 656,135	18.6%
(*) An 8% rate increase is planned for January 19, 2026 and is reflected in the FY 2025/26 Draft Budget				

The **revenue** budget reflects water sales of 545 million gallons (MG), an increase of 25 MG from the prior year's budget and 5 MG, or 1%, below the Water Plan Forecast used in the 2024 Rate Study. At \$15,862,004, water revenues are \$1,716,595 or 12.1%, above this year's budget, which reflects the Board-approved 8% price increase implemented mid-January 2025 and another Board-approved rate increase in mid-January, 2026.

Non-operating revenues will increase by \$232,000 versus this year's budget, primarily as a result of higher interest earnings associated with LAIF (\$60,000) and an additional \$158,000 of County and ERAF tax receipts. \$14,000 of increases in other non-operating revenues accounts for the remainder of the year-over-year increase.

Budgeted **operating expenses** are \$762,361 higher than the prior year's budget primarily due to inflationary increases, which include:

- salary increases associated with a 2.7% COLA in July, 2024 and 2.5% step/promotion increases for eligible
- a confirmed rate increase from SFPUC of 2.3% in July, 2024;
- an assumption that PG&E rates will grow by 10%;
- increases in premiums for medical and dental that are estimated to be 6%;
- an estimated increase in Liability insurance of 7% on top of a 94% increase in FY 2024/25.

Debt service reflects the addition of \$530,813 related to the addition of certificates of participation, issued in January, 2025 in support of the Carter Hill Tank project.

The resulting contribution to CIP and Reserves of \$4,176,474 is \$656,135 above the prior year's budget. See **Exhibit A** for the Draft FY 2025/26 O&M Budget and explanations of the variances versus the FY 2024/25 approved Budget.

STAFF REPORT**Agenda: April 8, 2025****Subject: Overview of Draft FY 2025/26 O&M Budget and Budget Process Timeline****Page : 4**

COASTSIDE COUNTY WATER DISTRICT

EXHIBIT A**Operations & Maintenance Budget - FY 2025-2026**

		Draft FY 2025/2026 Budget	Approved FY 2024/2025 Budget	FY25/26 Budget Vs. FY 24/25 Budget	FY25/26 Budget Vs. FY 24/25 Budget %	
Account Number	Description			\$ Changed	% Changed	
OPERATING REVENUE						
4120	Water Sales (*)	\$ 15,862,004	\$14,145,409	\$ 1,716,595	12.1%	Reflects 8% approved rate increase in January, 2025 and another 8% increase in January, 2026
	Water Sales in MG	545 MG	520 MG	25 MG	4.8%	
Total Operating Revenue		\$ 15,862,004	\$14,145,409	1,716,595	12.1%	
(*) Excludes January, 2025 Rate increase						
NON-OPERATING REVENUE						
4170	Hydrant Sales	\$60,000	\$52,000	\$8,000	15.4%	
4180	Late Penalty	\$100,000	\$100,000	\$0	0.0%	
4230	Service Connections	\$15,000	\$15,000	\$0	0.0%	
4920	Interest Earned	\$360,000	\$300,000	\$60,000	20.0%	
4930	Property Taxes	\$1,200,000	\$1,092,000	\$108,000	9.9%	FY25/26 is assumed to be 4% above FY24/25 Forecast
4950	Miscellaneous	\$5,000	\$5,000	\$0	0.0%	
4955	Cell Site Lease Income	\$209,000	\$203,000	\$6,000	3.0%	Contractual growth rates
4965	ERAF Refund	\$650,000	\$600,000	\$50,000	8.3%	
Total Non-Operating Revenue		\$2,599,000	\$2,367,000	\$232,000	9.8%	
TOTAL REVENUES		\$18,461,004	\$16,512,409	\$1,948,595	11.8%	
OPERATING EXPENSES						
5130	Water Purchased	\$2,762,342	\$2,548,252	\$214,090	8.4%	Reflects 2.3% increase water prices from SFPUC and projected growth in volume
5130A	BAWSCA Bond Surcharge	\$122,664	\$38,772	\$83,892	216.4%	Reflects increase share of BAWSCA surcharge - from \$3,231/month to \$10,222 effective July, 2025
5230	Electrical Exp. Nunes WTP	\$72,100	\$65,550	\$6,550	10.0%	
5231	Electrical Expenses, CSP	\$500,000	\$500,000	\$0	0.0%	To accommodate potential for continued high levels of usage of CSP
5232	Electrical Expenses/Trans. & Dist.	\$34,300	\$31,050	\$3,250	10.5%	
5233	Elec Exp/Pilarcitos Cyn	\$86,800	\$79,350	\$7,450	9.4%	
5234	Electrical Exp., Denn	\$102,350	\$102,350	\$0	0.0%	
5242	CSP - Operation	\$14,000	\$13,000	\$1,000	7.7%	
5243	CSP - Maintenance	\$45,000	\$45,000	\$0	0.0%	
5246	Nunes WTP Oper	\$109,000	\$109,000	\$0	0.0%	
5247	Nunes WTP Maint	\$135,000	\$135,000	\$0	0.0%	
5248	Denn. WTP Oper.	\$80,000	\$78,000	\$2,000	2.6%	
5249	Denn WTP Maint	\$168,000	\$165,000	\$3,000	1.8%	
5250	Laboratory Expenses	\$85,000	\$81,000	\$4,000	4.9%	
5260	Maintenance Expenses	\$400,000	\$421,000	(\$21,000)	(5.0%)	
5261	Maintenance, Wells	\$0	\$50,000	(\$50,000)	(100.0%)	
5263	Uniforms	\$15,000	\$14,700	\$300	2.0%	

STAFF REPORT**Agenda: April 8, 2025****Subject: Overview of Draft FY 2025/26 O&M Budget and Budget Process Timeline****Page : 5**

COASTSIDE COUNTY WATER DISTRICT

EXHIBIT A**Operations & Maintenance Budget - FY 2025-2026**

Account Number	Description	Draft FY 2025/2026 Budget	Approved FY 2024/2025 Budget	FY25/26 Budget Vs. FY 24/25 Budget	FY25/26 Budget Vs. FY 24/25 Budget %	
				\$ Changed	% Changed	
5318	Studies/Surveys/Consulting	\$160,000	\$160,000	\$0	0.0%	
5321	Water Resources	\$20,000	\$20,000	\$0	0.0%	
5322	Community Outreach	\$60,000	\$68,000	(\$8,000)	(11.8%)	Reflects historical spend
5325	Water Shortage Program	\$0	\$0	\$0		
5381	Legal	\$125,000	\$116,000	\$9,000	7.8%	
5382	Engineering	\$100,000	\$90,000	\$10,000	11.1%	
5383	Financial Services	\$25,000	\$24,150	\$850	3.5%	
5384	Computer Services	\$375,000	\$375,000	(\$0)	(0.0%)	
5410	Salaries, Admin.	\$1,540,471	\$1,459,211	\$81,259	5.6%	Includes 2.70% COLA + 2.5% step/promotion for eligible staff; organizational updates
5411	Salaries - Field	\$2,265,428	\$2,093,480	\$171,948	8.2%	Includes 2.70% COLA + 2.5% step/promotion for eligible staff; organizational updates
5420	Payroll Taxes	\$284,277	\$254,402	\$29,875	11.7%	Moves directly in line with salaries
5435	Employee Medical Insurance	\$572,763	\$520,835	\$51,928	10.0%	6% increases assumed for medical and dental, 2% for vision
5436	Retiree Medical Insurance	\$87,201	\$62,407	\$24,794	39.7%	Reflects full year of costs for FY24/25 retirees and cost increases anticipated for health care in FY25/26
5440	Employee Retirement	\$782,651	\$707,803	\$74,848	10.6%	Reflects contribution rate guidance from CalPERS
5445	SIP 401a Plan	\$42,444	\$38,016	\$4,428	11.6%	
5510	Motor Vehicle Exp.	\$80,000	\$95,000	(\$15,000)	(15.8%)	
5620	Office, Billing & Facilities Expenses	\$400,000	\$418,000	(\$18,000)	(4.3%)	
5625	Meetings/Training/Seminars	\$53,600	\$52,300	\$1,300	2.5%	
5630	Insurance	\$322,700	\$209,000	\$113,700	54.4%	The forecast for FY24/25 is \$303,000, \$94,000 above budget and is primarily driven by an unexpected increase in liability insurance. FY25/26 is assumed to increase by another 7%.
5687	Memberships & Subscriptions	\$127,700	\$125,000	\$2,700	2.2%	
5688	Election Expense	\$0	\$30,000	(\$30,000)	(100.0%)	
5689	Labor Relations	\$6,000	\$6,000	\$0	0.0%	
5700	County Fees	\$33,900	\$33,000	\$900	2.7%	
5705	State Fees	\$51,900	\$50,600	\$1,300	2.6%	
Total Operating Expenses		\$12,247,591	\$11,485,230	\$762,361	6.6%	
CAPITAL ACCOUNTS						
5715	Existing Bond-CIEDB 11-099	\$334,998	\$335,173	(\$175)	(0.1%)	Reflects loan payment schedule.
5716	CIEDB 16-111	\$320,883	\$321,412	(\$529)	(0.2%)	" "
5717	Chase-2018 Loan	\$432,880	\$432,821	\$59	0.0%	" "
5718	First Foundation Bank - 2022	\$417,365	\$417,434	(\$69)	(0.0%)	" "
5719	Debt Service - 2025 COP Issuance	\$530,813	\$0	\$530,813	-	Reflects finalized COP debt service schedule
Total Capital Accounts		\$2,036,939	\$1,506,840	\$530,099	35.2%	
TOTAL REVENUE LESS TOTAL EXPENSE		\$4,176,474	\$3,520,339	\$656,135		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jeffrey Schneider
Assistant General Manager – Finance & Administration

Agenda: April 8, 2025

Report Date: April 4 , 2025

Agenda Title: Quarterly Financial Review

Recommendation / Motion:

Information Only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first nine months of Fiscal Year 2024-2025.

Highlights include:

- Year-to-date water revenue is \$10,072,000, which is \$85,000, or 0.8%, below budget but 11.6% above prior year and reflects the impact of the January 2025 (8%) rate increases; actual water sales volumes through March, 2025 of 381.5 million gallons (MG), are 1.5% above budget and 7.8% above the prior year.
- Year-to-date non-operating revenue is \$2,177,000, which is \$412,000, or 23% above budget, and includes the following positive variances:
 - \$153,000 in Property Tax and Excess ERAF refunds;
 - \$214,000 of interest income due to higher-than-expected interest rates on our balances with LAIF and Tri-Counties Bank and interest earned on our remaining COP funds;
 - \$45,000 of other income.

Total Revenues of \$12,249,000 are thus \$327,000, or 2.7% above budget and 10.6% above prior year.

- Year-to-date Operating and Maintenance expenses of \$8,215,000 are \$322,000 or 3.8%, below budget.

Of note:

Savings versus Budget:

- \$223,000 in personnel costs – a result of open temporary maintenance and administrative roles and vacant superintendent position;
- \$111,000 in PG&E expenses - shutdown of the Denniston water treatment plant for maintenance activities and savings vs budget at the Crytal Springs pump station;
- \$52,000 in operations expense for water treatment plants and the Crystal Springs pump station
- \$36,000 in office and billing expenses;
- \$30,000 in election fees;
- \$29,000 in overall maintenance expenses, though \$91,000 has been spent for the clean-up and rehabilitation of the Pilarcitos wells;
- \$27,000 in vehicle expense;
- \$20,000 in state and county fees
- \$15,000 for the gain on sale of two vehicles

Expenses above Budget:

- \$107,000 of legal expenses due to labor and employment, environmental, and administrative fees;
- \$99,000 of expenses for SFPUC water purchases;
- \$54,000 of insurance expenses, largely for liability insurance cost increases;
- \$40,000 of engineering expenses due to design work on the Denniston intake structure, hydraulic modeling, and peer review of projects.

The net impact of the favorable variances in total revenue and O&M expenses is a positive year-to-date variance of \$649,000.

Cash Reserves:

The current cash balance as of March 30, 2025 is \$19,750,000.

Capital Improvement Program (CIP):

The District spent \$4,037,000 on CIP during the three quarters of the fiscal year.

Key projects included:

- Carter Hill Tank Improvement (\$1,387,000)
- Highway 92 Potable Water Pipeline Emergency Restoration (\$893,000)

- Nunes Water Treatment Plant Paving (\$351,000)
- Denniston Contact Clarifier Hatch Replacements (\$348,000)
- San Vicente/Denniston Water Supply Development (\$197,000)
- Pilarcitos Wellfield Replacement (\$189,000)
- Nunes Water Treatment Plant Roof Replacement (\$166,000)
- Fire Hydrant Replacement (\$163,000)
- Sodium Hypochlorite Generator Replacement – Nunes (\$143,000)
- CSP Earthquake Expansion Joints (\$69,000)
- Pilarcitos Canyon Culvert Replacement (\$53,000)

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
For Nine Months Ending March 31, 2025

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance	Comments
OPERATING REVENUE						
1-0-4120-00	Water Revenue -All Areas	10,157,000.00	10,072,029.04	(84,970.96)	-0.84%	YTD water volumes are 1% above budget and 8% above prior year; Rate increases from January 2025 are contributing to 12% water revenue growth vs. prior year.
TOTAL OPERATING REVENUE		10,157,000.00	10,072,029.04	(84,970.96)	-0.84%	
NON-OPERATING REVENUE						
1-0-4170-00	Water Taken From Hydrants	39,500.00	55,943.95	16,443.95	41.63%	Higher than budgeted interest rates on LAIF and Tri-counties balances and interest earned on fund balances from COPs
1-0-4180-00	Late Notice -10% Penalty	74,800.00	79,053.59	4,253.59	5.69%	
1-0-4230-00	Service Connections	11,100.00	5,796.34	(5,303.66)	-47.78%	
1-0-4920-00	Interest Earned	246,000.00	459,606.05	213,606.05	86.83%	
1-0-4930-00	Tax Apportionments/Cnty Checks	638,000.00	692,616.54	54,616.54	8.56%	
1-0-4950-00	Miscellaneous Income	3,600.00	11,955.95	8,355.95	232.11%	
1-0-4955-00	Cell Site Lease Income	152,190.00	173,631.88	21,441.88	14.09%	
1-0-4965-00	ERAF REFUND -County Taxes	600,000.00	698,690.23	98,690.23	16.45%	
TOTAL NON-OPERATING REVENUE		1,765,190.00	2,177,294.53	412,104.53	23.35%	
TOTAL REVENUES		11,922,190.00	12,249,323.57	327,133.57	2.74%	
OPERATING EXPENSES						
1-1-5130-00	Water Purchased	1,901,079.00	2,000,105.01	(99,026.01)	-5.21%	Use of SFPUC sources is 5.8% above budget and 1.5% above previous year
1-1-5230-00	Pump Exp, Nunes T P	47,550.00	47,567.24	(17.24)	-0.04%	
1-1-5231-00	Pump Exp, CSP Pump Station	350,000.00	280,184.83	69,815.17	19.95%	PG&E expenses have not reached budgeted levels for the Crystal Springs pump station
1-1-5232-00	Pump Exp, Trans. & Dist.	22,980.00	23,332.99	(352.99)	-1.54%	
1-1-5233-00	Pump Exp, Pilarcitos Canyon	72,650.00	67,639.53	5,010.47	6.90%	Shutdowns for maintenance activities at the Dennison water treatment plant have led to savings in PG&E expenses
1-1-5234-00	Pump Exp. Denniston	85,000.00	48,136.74	36,863.26	43.37%	
1-1-5242-00	CSP Pump Station Operations	9,800.00	7,014.60	2,785.40	28.42%	
1-1-5243-00	CSP Pump Station Maintenance	33,000.00	19,819.21	13,180.79	39.94%	
1-1-5246-00	Nunes T P Operations	80,000.00	58,050.60	21,949.40	27.44%	Reflects special sampling (lead and copper - 3 year cycle)
1-1-5247-00	Nunes T P Maintenance	99,000.00	122,631.92	(23,631.92)	-23.87%	
1-1-5248-00	Denniston T.P. Operations	57,000.00	29,907.25	27,092.75	47.53%	Includes \$91k spend for the clean-up and rehabilitation of Pilarcitos wells.
1-1-5249-00	Denniston T.P. Maintenance	123,000.00	116,636.77	6,363.23	5.17%	
1-1-5250-00	Laboratory Services	60,000.00	76,978.14	(16,978.14)	-28.30%	
1-1-5260-00	Maintenance -General	315,000.00	222,148.98	92,851.02	29.48%	
1-1-5261-00	Maintenance -Well Fields	50,000.00	109,697.23	(59,697.23)	-119.39%	
1-1-5263-00	Uniforms	11,700.00	14,728.75	(3,028.75)	-25.89%	
1-1-5318-00	Studies/Surveys/Consulting	105,000.00	59,806.05	45,193.95	43.04%	

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance	Comments
1-1-5321-00	Water Resources	14,900.00	2,649.13	12,250.87	82.22%	
1-1-5322-00	Community Outreach	50,000.00	27,527.66	22,472.34	44.94%	
1-1-5381-00	Legal	87,100.00	194,316.08	(107,216.08)	-123.10%	Includes labor/employment; environmental; administrative fees
1-1-5382-00	Engineering	67,500.00	107,429.17	(39,929.17)	-59.15%	Includes \$22k design work on Denniston intake; hydraulic modeling; peer review of projects.
1-1-5383-00	Financial Services	22,150.00	16,305.00	5,845.00	26.39%	
1-1-5384-00	Computer Services	282,000.00	287,053.00	(5,053.00)	-1.79%	
1-1-5410-00	Salaries/Wages-Administration	1,094,407.00	1,028,819.64	65,587.36	5.99%	vacant temp position and lower than budgeted salaries for customer service hires
1-1-5411-00	Salaries & Wages -Field	1,570,110.00	1,482,122.03	87,987.97	5.60%	vacant superintendent and temporary maintenance worker
1-1-5420-00	Payroll Tax Expense	190,802.00	169,003.05	21,798.95	11.42%	
1-1-5435-00	Employee Medical Insurance	381,543.00	360,422.19	21,120.81	5.54%	
1-1-5436-00	Retiree Medical Insurance	45,723.00	50,707.43	(4,984.43)	-10.90%	
1-1-5440-00	Employees Retirement Plan	530,865.00	499,252.65	31,612.35	5.95%	
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	
1-1-5510-00	Motor Vehicle Expense	70,590.00	43,600.58	26,989.42	38.23%	
1-1-5620-00	Office Supplies & Expense	313,000.00	277,172.82	35,827.18	11.45%	
1-1-5625-00	Meetings / Training / Seminars	39,100.00	33,809.11	5,290.89	13.53%	
1-1-5630-00	Insurance	153,000.00	207,212.48	(54,212.48)	-35.43%	JPIA's updated Experience Modification Factor for liability insurance exceeds the budgeted assumption.
1-1-5687-00	Membership, Dues, Subscript.	93,747.00	84,974.34	8,772.66	9.36%	
1-1-5688-00	Election Expenses	30,000.00	0.00	30,000.00	100.00%	No expense incurred - candidates were not included on the ballot.
1-1-5689-00	Labor Relations	4,500.00	0.00	4,500.00	100.00%	
1-1-5700-00	San Mateo County Fees	24,750.00	14,188.26	10,561.74	42.67%	
1-1-5705-00	State Fees	49,000.00	39,291.14	9,708.86	19.81%	
1-1-5910-00	Loss/Gain On Disposal Of Assets	0.00	(15,000.00)	15,000.00	0.00%	Gain realized on the sale of two District vehicles
TOTAL OPERATING EXPENSES		8,537,546.00	8,215,241.60	322,304.40	3.78%	
CAPITAL ACCOUNTS						
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	335,173.00	335,172.75	0.25	0.00%	
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	321,412.00	321,412.10	(0.10)	0.00%	
1-1-5717-00	Chase Bank - 2018 Loan	432,821.00	432,821.13	(0.13)	0.00%	
1-1-5718-00	First Foundation Bank - 2022	417,434.00	417,434.08	(0.08)	0.00%	
TOTAL CAPITAL ACCOUNTS		1,506,840.00	1,506,840.06	(0.06)	0.00%	
TOTAL EXPENSES		10,044,386.00	9,722,081.66	322,304.34	3.21%	
CONTRIBUTION TO CIP/RESERVES		1,877,804.00	2,527,241.91			

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren

Agenda: April 8, 2025

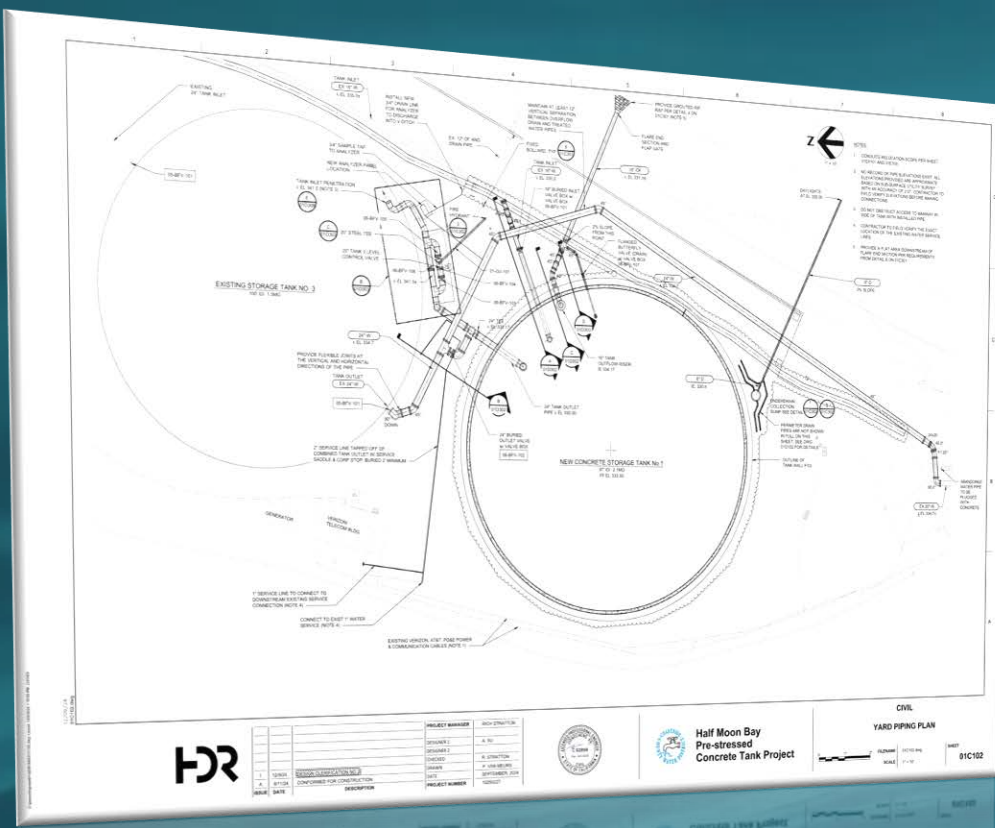
Report Date: April 4, 2025

Agenda Title: Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #6

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 contract duration is 480 days with estimated completion in Spring 2026. This is the sixth 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.



Coastside County Water District Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project April 8, 2025 Board Meeting

Contract Data as of Board Meeting Date

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	480	Base Contract	\$10,968,951.00
<i>Approved Change Order Days Added</i>	0	Approved Change Order Added	-
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	-
Total Contract Duration	480	Total Contract Approved	\$10,968,951.00
Elapsed (Start Date 1/21/2025)	77	Billed to Date ¹	\$1,020,673.00
Remaining Days	403	Remaining Value	\$9,948,278.00

¹ Billed to date value is the contract work complete including the 10% retention that will be paid to Contractor upon project completion.

Construction Progress Update #6

Progress since Previous Board Meeting:

- Demolition of Tanks 1 and 2.
- Salvaging equipment from Tanks 1 and 2.
- Disconnect Existing Tanks 1 and 2 from Distribution System.
- Post Demolition Clean up and Demobilization of Demolition Contractor.
- Established back access route to Andreini Bros. property for excavation material offhaul.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

Construction Progress Update #6

Three-Week Look Ahead Schedule:

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

- Preparation for Shoring Installation and Excavation.
- Soil Excavation and Stockpiling of Soil Material.
- Shoring Installation on the West and East side of the proposed tank footprint.
- Removal and Salvaging of Existing Slide Gate Operator.
- Installation of Temporary Chain Link Fence with Sandbags.
- Removal and disposal of existing yard piping and valves.
- Removal of existing asphalt v-ditch and drainage pipe.

Overall Project Schedule:

- Anticipated completion in May 2026.



Construction Photos



Construction Photos



Construction Photos

MONTHLY REPORT

To: Mary Rogren, General Manager

From: Darin Sturdivan, Distribution Supervisor
Sean Donovan, Treatment Supervisor
Todd Schmidt, Senior Treatment Operator
Dustin Jahns, Senior Distribution Operator

Agenda: April 8, 2025
Report
Date: April 4, 2025

Monthly Highlights

- Carter Hill Tank Site: Temporary bypass pipeline was successfully connected, and demolition and removal of Half Moon Bay Tanks #1 and #2 completed.
- Construction of the Highway 92 Emergency Pipeline Replacement Project started, and ap. 2,000 linear feet of pipe has been installed to date.
- Denniston Water Treatment Plant was re-started on March 26.
- Filter surveillance was completed for all four filters and Nunes Water Treatment Plant.
- GSW is near completion on installation of Nunes redundant hypochlorite on-site generation system project. Floor coating is complete; electrical work is near completion; and the new hypochlorite unit is installed and functioning. Next steps include completing SCADA/controls integration.
- Drained and cleaned hypochlorite on-site generator brine tanks at both Nunes and Dennistor Water Treatment Plants.
- Repaired telemetry and valve boxes on Crystal Springs pipeline.
- Installed a new Hach cl10 pH/chlorine analyzer at Nunes Water Treatment Plant.
- Pilarcitos Canyon Wellfield Replacement Project: Work continues with EKI on design and permitting of the well replacements.
- Continued work on upgrades to Nunes/Denniston SCADA interfaces with WIMS software. The WIMS-lab data interface has been configured and made functional. Going forward, data from the lab will be automatically uploaded into WIMS for reference and reporting.
- ESRI/Cityworks upgrade is in progress.
- Continued backflow regulation meetings (including with West Yost) in development of a new ordinance and cross-connection handbook.
- Jack Whelen and Mike McDermott were recertified as backflow testers. Carson Anderson passed his backflow certification test.
- Darin Sturdivan attended San Mateo County's Wildfire Tabletop Exercise.

March Sources: Pilarcitos Wells; Pilarcitos Reservoir, Denniston, Crystal Springs (Skylawn.)

Main leaks/service leaks: none.

Hydrant upgrades: changed out (5) hydrants.

Projects

- EKI Environment and Water, Inc.
 - Provided peer review of DN Tank project coordination/engineering.
 - Provided ongoing engineering support during construction and submittal reviews for the Highway 92 Emergency Pipeline Replacement Project.
 - At 100% design for Pilarcitos Well Replacement Project.
 - Continued work on environmental permitting requirements and design for Pilarcitos Well Replacement Project and Pilarcitos Culvert/Slide Repair Project.
 - Continued work on hydraulic plan review of San Vicente Pipeline Project.
- HDR, Inc.
 - HDR continues work on DN Tank submittals and plan modifications and coordination of subcontractors.
 - HDR continues work with the District on San Vicente Treatability Study and Corrosion Study