

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, May 13, 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=XJ7TeJrfranJhOfbPSvqFqeIky9RPI.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=XJ7TeJrfranJhOfbPSvqFqeIky9RPI.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 April 30, 2025:
Claims: \$ 1,646,848.97; Payroll: \$ 210,714.44 for a total of \$ 1,857,563.41 ([attachment](#))
April 2025 Monthly Financial Claims reviewed and approved by Director Mickelsen
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of April 8, 2025, Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))

- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report – April 2025 ([attachment](#))
- G. Leak/Flushing Report – April 2025 ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report – March 2025 and April 2025 ([attachment](#))
- J. Water Service Connection Transfer Report for April 2025 ([attachment](#))
- K. Approval of Water Service Agreement – 555/565/575 Seymour Street, Half Moon Bay ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Approval of a Professional Services Agreement with EKI Environment and Water, Inc. for Preparation of a Potable Water Storage Master Plan ([attachment](#))
- B. Approval of Professional Service Agreement with EKI Environmental and Water, Inc. for Environmental Services for the Pilarcitos Wellfield Replacement Project and the Pilarcitos Road Slide Repair Project ([attachment](#))
- C. Waive the District’s Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Purchase a Monoclor Residual Control System for El Granada Tank 3 ([attachment](#))
- D. Approval of a Professional Services Agreement with Reliable Automation Controls, LLC. for Maintenance and Instrumentation Support of the District’s SCADA System ([attachment](#))
- E. Overview of Draft Capital Improvement Program for Fiscal Years 2025/26 – 2034/35 ([attachment](#))
- F. Approval of Updated Organization Chart and Amended Salary Schedule for Fiscal Year 2024-2025 ([attachment](#))
- G. Consider Resolution 2025-02 Approving Placing in Nomination John Muller as a Member of the Association of California Water Agencies (“ACWA”) Region 5 Board of Directors ([attachment](#))
- H. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #7 ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- A. General Manager’s Report ([attachment](#))
- B. Operations Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

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

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
04/08/2025	34965	AMAZON CAPITAL SERVICES, INC.	\$ 31.74
04/08/2025	34966	TIMOTHY C BOWSER	\$ 12,000.00
04/08/2025	34967	DN TANKS LLC	\$ 288,135.00
04/08/2025	34968	HACH CO., INC.	\$ 1,079.10
04/08/2025	34969	IRON MOUNTAIN	\$ 141.21
04/08/2025	34970	PACIFIC GAS & ELECTRIC CO.	\$ 37,903.08
04/08/2025	34971	PUMP REPAIR SERVICE CO. INC.	\$ 442.97
04/08/2025	34972	REPUBLIC SERVICES	\$ 636.37
04/08/2025	34973	RYAN H. STOLL	\$ 152.84
04/08/2025	34974	HD SUPPLY INC	\$ 282.68
04/16/2025	34975	ACLARA TECHNOLOGIES, LLC	\$ 62,205.00
04/16/2025	34976	ADP, INC.	\$ 796.25
04/16/2025	34977	AMAZON CAPITAL SERVICES, INC.	\$ 83.22
04/16/2025	34978	HEALTH BENEFITS ACWA-JPIA	\$ 47,283.80
04/16/2025	34979	ASSOC. CALIF. WATER AGENCY	\$ 16,513.88
04/16/2025	34980	AZTECA SYSTEMS HOLDINGS LLC	\$ 28,704.00
04/16/2025	34981	BADGER METER, INC.	\$ 66.00
04/16/2025	34982	BAY AREA WATER SUPPLY &	\$ 13,258.00
04/16/2025	34983	BRENDAN GOODWIN	\$ 394.22
04/16/2025	34984	BAY ALARM COMPANY	\$ 444.51
04/16/2025	34985	CECIL & CECIL ENTERPRISES, INC	\$ 44,046.00
04/16/2025	34986	CENTRAL ROOFING, INC.	\$ 18,480.00
04/16/2025	34987	CHEMTRADE CHEMICALS US LLC	\$ 3,860.50
04/16/2025	34988	PETTY CASH	\$ 42.60
04/16/2025	34989	COMCAST	\$ 220.19
04/16/2025	34990	JAMES COZZOLINO, TRUSTEE	\$ 275.00
04/16/2025	34991	EURO STYLE MANAGEMENT	\$ 10,954.18
04/16/2025	34992	FREYER & LAURETA, INC.	\$ 40,793.00
04/16/2025	34993	GOLDEN STATE CONSTRUCTION & UTILITY INC	\$ 531,354.00
04/16/2025	34994	GRAINGER, INC.	\$ 165.63
04/16/2025	34995	HACH CO., INC.	\$ 978.00
04/16/2025	34996	HMB BLDG. & GARDEN INC.	\$ 25.13
04/16/2025	34997	HYDROSCIENCE ENGINEERS, INC.	\$ 5,164.00
04/16/2025	34998	IRON MOUNTAIN	\$ 771.20
04/16/2025	34999	IRVINE CONSULTING SERVICES, INC.	\$ 2,199.37
04/16/2025	35000	MISSION UNIFORM SERVICES INC.	\$ 92.53
04/16/2025	35001	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 2,669.36
04/16/2025	35002	PINE PACIFIC SERVICES, LLC	\$ 800.00
04/16/2025	35003	PACIFICA COMMUNITY TV	\$ 300.00
04/16/2025	35004	ROGUE WEB WORKS, LLC	\$ 660.00
04/16/2025	35005	MIRIAM SALAZAR	\$ 40.00
04/16/2025	35006	SAN FRANCISCO WATER DEPT.	\$ 134,802.20
04/16/2025	35007	SAN MATEO CTY PUBLIC HEALTH LAB	\$ 1,100.00
04/16/2025	35008	SCAPES, INC	\$ 380.00
04/16/2025	35009	STANDARD INSURANCE COMPANY	\$ 573.74
04/16/2025	35010	TPX COMMUNICATIONS	\$ 2,144.05
04/16/2025	35011	TRI COUNTIES BANK	\$ 5,532.23
04/16/2025	35012	UGSI CHEMICAL FEED, INC.	\$ 1,724.52
04/16/2025	35013	VERIZON WIRELESS	\$ 2,070.07
04/16/2025	35014	WEST YOST ASSOCIATES, INC	\$ 3,598.50
04/17/2025	35015	AMAZON CAPITAL SERVICES, INC.	\$ 183.80
04/17/2025	35016	AMERICAN WATER WORKS	\$ 340.00
04/17/2025	35017	AT&T MOBILTY	\$ 126.72
04/17/2025	35018	CEL ANALYTICAL INC.	\$ 755.00
04/17/2025	35019	CINTAS FIRST AID & SAFETY	\$ 918.75

04/17/2025	35020	DATAPROSE, LLC	\$	7,142.21
04/17/2025	35021	GRAINGER, INC.	\$	133.94
04/17/2025	35022	HACH CO., INC.	\$	9,028.00
04/17/2025	35023	PACIFIC GAS & ELECTRIC CO.	\$	90.89
04/17/2025	35024	PAULO'S AUTO CARE	\$	49.00
04/17/2025	35025	THE PITNEY BOWES BANK INC	\$	1,000.00
04/17/2025	35026	THE WATER CONNECTION INC	\$	1,300.00
04/17/2025	35027	UPS STORE	\$	145.00
04/17/2025	35028	HD SUPPLY INC	\$	703.37
04/17/2025	35029	VERIZON CONNECT INC.	\$	357.40
04/17/2025	35030	US BANK NA	\$	768.76
04/23/2025	35031	AMAZON CAPITAL SERVICES, INC.	\$	34.91
04/23/2025	35032	BAY AREA AIR QUALITY MGMT DIST	\$	1,244.00
04/23/2025	35033	BAY AREA AIR QUALITY MGMT DIST	\$	551.00
04/23/2025	35034	BFI OF CALIFORNIA, INC.	\$	2,678.14
04/23/2025	35035	RECORDER'S OFFICE	\$	23.00
04/23/2025	35036	RECORDER'S OFFICE	\$	26.00
04/23/2025	35037	RECORDER'S OFFICE	\$	23.00
04/23/2025	35038	CRYSTAL SMR, INC.	\$	990.00
04/23/2025	35039	EMSL ANALYTICAL, INC	\$	1,681.88
04/23/2025	35040	HANSONBRIDGETT. LLP	\$	11,359.00
04/23/2025	35041	MISSION UNIFORM SERVICES INC.	\$	96.28
04/23/2025	35042	ACI PAYMENTS, INC.	\$	150.00
04/23/2025	35043	TYLER TECHNOLOGIES, INC	\$	12,017.55
04/23/2025	35044	BOSCO OIL COMPANY	\$	11,115.43
04/23/2025	35045	WFG TITLE	\$	1,500.00
04/24/2025	35046	RECORDER'S OFFICE	\$	23.00
04/30/2025	35047	OCEAN ELEMENT REAL ESTATE	\$	14.58
04/30/2025	35048	WH1	\$	35.84
04/30/2025	35049	ASEM ELSAHRAGTI	\$	46.87
04/30/2025	35050	LUKE LOTTI	\$	26.89
04/30/2025	35051	AMAZON CAPITAL SERVICES, INC.	\$	782.23
04/30/2025	35052	AMERICAN WATER WORKS ASSOC.	\$	2,712.00
04/30/2025	35053	AMERICAN WATER WORKS	\$	250.00
04/30/2025	35054	ANDREINI BROS. INC.	\$	40.00
04/30/2025	35055	AT&T	\$	2,026.37
04/30/2025	35056	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$	86.25
04/30/2025	35057	BEARING ENGINEERING COMPANY	\$	1,103.71
04/30/2025	35058	BSK ASSOCIATES	\$	561.00
04/30/2025	35059	CALCON SYSTEMS, INC.	\$	15,784.69
04/30/2025	35060	COASTSIDE TECHNICAL SERVICES	\$	656.41
04/30/2025	35061	EDUCATION & TRAINING SERVICES, LLC	\$	549.00
04/30/2025	35062	EDUCATION & TRAINING SERVICES, LLC	\$	549.00
04/30/2025	35063	EKI INC.	\$	119,318.02
04/30/2025	35064	GALLAGHER BENEFIT SERVICES, INC	\$	1,312.50
04/30/2025	35065	GRAINGER, INC.	\$	219.10
04/30/2025	35066	HACH CO., INC.	\$	770.20
04/30/2025	35067	HMB BLDG. & GARDEN INC.	\$	56.87
04/30/2025	35068	HALF MOON BAY FEED & FUEL	\$	549.60
04/30/2025	35069	HASSETT HARDWARE	\$	1,192.23
04/30/2025	35070	HDR ENGINEERING, INC	\$	17,750.67
04/30/2025	35071	IRVINE CONSULTING SERVICES, INC.	\$	1,954.95
04/30/2025	35072	KOFFLER ELECTRICAL MECHANICAL APPARATUS REPAIR	\$	5,996.19
04/30/2025	35073	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,695.00
04/30/2025	35074	UBEO WEST, LLC	\$	2,027.82
04/30/2025	35075	TEAMSTERS LOCAL UNION #856	\$	1,715.00
04/30/2025	35076	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	2,883.41
04/30/2025	35077	HD SUPPLY INC	\$	38.08
04/30/2025	35078	VERIZON WIRELESS	\$	2,070.07
04/30/2025	35079	WAGNER & BONSIGNORE CONSULTING CIVIL ENGINEERS, A CORPORATION	\$	1,869.95

04/30/2025	35080	WATERSMART SOFTWARE, INC	\$	83.68
04/30/2025	35081	WEST YOST ASSOCIATES, INC	\$	5,525.50
04/30/2025	35082	WIENHOFF & ASSOCIATES, INC.	\$	810.50
SUBTOTAL CLAIMS FOR MONTH			\$	1,585,990.08

WIRE PAYMENTS

04/16/2025	DFT0000635	EMPOWER RETIREMENT, LLC	\$	1,225.00
04/16/2025	DFT0000636	PUB. EMP. RETIRE SYSTEM	\$	19,688.49
04/16/2025	DFT0000637	VALIC	\$	6,084.20
04/30/2025	DFT0000638	EMPOWER RETIREMENT, LLC	\$	1,225.00
04/30/2025	DFT0000639	PUB. EMP. RETIRE SYSTEM	\$	19,932.83
04/30/2025	DFT0000640	VALIC	\$	6,084.20
04/30/2025		BANK AND CREDIT CARD FEES	\$	6,619.17
SUBTOTAL WIRE PAYMENTS FOR MONTH			\$	60,858.89

TOTAL CLAIMS FOR THE MONTH	\$	1,646,848.97
----------------------------	----	--------------



Coastside County Water District

Monthly Budget Report

Account Summary

For Fiscal: 2024-2025 Period Ending: 04/30/2025

		April Budget	April Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	1,194,000.00	1,090,065.42	-103,934.58	-8.70%	11,351,000.00	11,162,094.46	-188,905.54	-1.66%	14,145,409.00
	Total RevType: 1 - Operating:	1,194,000.00	1,090,065.42	-103,934.58	-8.70%	11,351,000.00	11,162,094.46	-188,905.54	-1.66%	14,145,409.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	3,000.00	3,290.29	290.29	9.68%	42,500.00	59,234.24	16,734.24	39.37%	52,000.00
1-4180-00	Late Notice - 10% Penalty	8,400.00	7,096.63	-1,303.37	-15.52%	83,200.00	86,150.22	2,950.22	3.55%	100,000.00
1-4230-00	Service Connections	1,300.00	596.59	-703.41	-54.11%	12,400.00	6,392.93	-6,007.07	-48.44%	15,000.00
1-4920-00	Interest Earned	19,000.00	65,551.48	46,551.48	245.01%	265,000.00	525,157.53	260,157.53	98.17%	300,000.00
1-4930-00	Tax Apportionments/County Checks	334,000.00	380,894.90	46,894.90	14.04%	972,000.00	1,073,511.44	101,511.44	10.44%	1,092,000.00
1-4950-00	Miscellaneous Income	400.00	42.52	-357.48	-89.37%	4,000.00	11,998.47	7,998.47	199.96%	5,000.00
1-4955-00	Cell Site Lease Income	16,930.00	19,536.84	2,606.84	15.40%	169,120.00	193,168.72	24,048.72	14.22%	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:	383,030.00	477,009.25	93,979.25	24.54%	2,148,220.00	2,654,303.78	506,083.78	23.56%	2,367,000.00
	Total Revenue:	1,577,030.00	1,567,074.67	-9,955.33	-0.63%	13,499,220.00	13,816,398.24	317,178.24	2.35%	16,512,409.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	214,231.00	193,642.20	20,588.80	9.61%	2,115,310.00	2,193,747.21	-78,437.21	-3.71%	2,587,024.00
1-5230-00	Nunes T P Pump Expense	6,000.00	4,663.13	1,336.87	22.28%	53,550.00	52,230.37	1,319.63	2.46%	65,550.00
1-5231-00	CSP Pump Station Pump Expense	50,000.00	16,645.66	33,354.34	66.71%	400,000.00	296,830.49	103,169.51	25.79%	500,000.00
1-5232-00	Other Trans. & Dist Pump Expense	2,690.00	2,218.64	471.36	17.52%	25,670.00	25,551.63	118.37	0.46%	31,050.00
1-5233-00	Pilarcitos Canyon Pump Expense	2,800.00	1,177.66	1,622.34	57.94%	75,450.00	68,817.19	6,632.81	8.79%	79,350.00
1-5234-00	Denniston T P Pump Expense	5,000.00	9,482.81	-4,482.81	-89.66%	90,000.00	57,619.55	32,380.45	35.98%	102,350.00
1-5242-00	CSP Pump Station Operations	1,000.00	937.34	62.66	6.27%	10,800.00	7,951.94	2,848.06	26.37%	13,000.00
1-5243-00	CSP Pump Station Maintenance	4,000.00	23,991.99	-19,991.99	-499.80%	37,000.00	43,811.20	-6,811.20	-18.41%	45,000.00
1-5246-00	Nunes T P Operations - General	9,000.00	168.55	8,831.45	98.13%	89,000.00	58,219.15	30,780.85	34.59%	109,000.00
1-5247-00	Nunes T P Maintenance	12,000.00	21,311.31	-9,311.31	-77.59%	111,000.00	143,943.23	-32,943.23	-29.68%	135,000.00
1-5248-00	Denniston T P Operations-General	7,000.00	459.37	6,540.63	93.44%	64,000.00	30,366.62	33,633.38	52.55%	78,000.00
1-5249-00	Denniston T.P. Maintenance	14,000.00	10,604.79	3,395.21	24.25%	137,000.00	117,241.56	19,758.44	14.42%	165,000.00
1-5250-00	Laboratory Expenses	7,000.00	6,875.46	124.54	1.78%	67,000.00	83,853.60	-16,853.60	-25.15%	81,000.00
1-5260-00	Maintenance - General	35,000.00	9,313.97	25,686.03	73.39%	350,000.00	241,462.95	108,537.05	31.01%	421,000.00
1-5261-00	Maintenance - Well Fields	0.00	0.00	0.00	0.00%	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%	12,700.00	14,728.75	-2,028.75	-15.97%	14,700.00
1-5318-00	Studies/Surveys/Consulting	15,000.00	11,838.00	3,162.00	21.08%	120,000.00	71,644.05	48,355.95	40.30%	160,000.00
1-5321-00	Water Resources	1,700.00	1,741.57	-41.57	-2.45%	16,600.00	4,390.70	12,209.30	73.55%	20,000.00

Monthly Budget Report

For Fiscal: 2024-2025 Period Ending: 04/30/2025

		April	April	Variance				Variance		
		Budget	Activity	Favorable	Percent	YTD	YTD	Favorable	Percent	Total Budget
				(Unfavorable)	Variance	Budget	Activity	(Unfavorable)	Variance	
1-5322-00	Community Outreach	5,000.00	15,464.00	-10,464.00	-209.28%	55,000.00	42,991.66	12,008.34	21.83%	68,000.00
1-5381-00	Legal	9,600.00	9,572.25	27.75	0.29%	96,700.00	203,888.33	-107,188.33	-110.85%	116,000.00
1-5382-00	Engineering	7,500.00	6,927.78	572.22	7.63%	75,000.00	114,356.95	-39,356.95	-52.48%	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	28,055.26	2,944.74	9.50%	313,000.00	315,108.66	-2,108.66	-0.67%	375,000.00
1-5410-00	Salaries/Wages-Administration	123,472.00	113,438.70	10,033.30	8.13%	1,217,879.00	1,142,258.34	75,620.66	6.21%	1,459,211.00
1-5411-00	Salaries & Wages - Field	177,141.00	137,724.71	39,416.29	22.25%	1,747,251.00	1,619,846.74	127,404.26	7.29%	2,093,480.00
1-5420-00	Payroll Tax Expense	21,526.00	19,204.29	2,321.71	10.79%	212,328.00	188,207.34	24,120.66	11.36%	254,404.00
1-5435-00	Employee Medical Insurance	46,431.00	40,994.06	5,436.94	11.71%	427,974.00	401,416.25	26,557.75	6.21%	520,835.00
1-5436-00	Retiree Medical Insurance	5,561.00	6,351.03	-790.03	-14.21%	51,284.00	57,058.46	-5,774.46	-11.26%	62,407.00
1-5440-00	Employees Retirement Plan	58,985.00	54,487.19	4,497.81	7.63%	589,850.00	553,739.84	36,110.16	6.12%	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	5,933.53	2,196.47	27.02%	78,720.00	49,534.11	29,185.89	37.08%	95,000.00
1-5620-00	Office & Billing Expenses	35,000.00	45,779.57	-10,779.57	-30.80%	348,000.00	322,952.39	25,047.61	7.20%	418,000.00
1-5625-00	Meetings / Training / Seminars	4,400.00	4,680.47	-280.47	-6.37%	43,500.00	38,489.58	5,010.42	11.52%	52,300.00
1-5630-00	Insurance	18,600.00	24,939.25	-6,339.25	-34.08%	171,600.00	232,151.73	-60,551.73	-35.29%	209,000.00
1-5687-00	Membership, Dues, Subscript.	18,333.00	16,765.41	1,567.59	8.55%	112,080.00	101,739.75	10,340.25	9.23%	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%	5,000.00	0.00	5,000.00	100.00%	6,000.00
1-5700-00	San Mateo County Fees	2,750.00	990.00	1,760.00	64.00%	27,500.00	15,178.26	12,321.74	44.81%	33,000.00
1-5705-00	State Fees	1,600.00	5,437.25	-3,837.25	-239.83%	50,600.00	44,728.39	5,871.61	11.60%	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:		962,950.00	851,817.20	111,132.80	11.54%	9,500,496.00	9,067,059.20	433,436.80	4.56%	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	0.00	0.00	0.00	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:		0.00	0.00	0.00	0.00%	1,506,840.00	1,506,840.06	-0.06	0.00%	1,506,840.00
Total Expense:		962,950.00	851,817.20	111,132.80	11.54%	11,007,336.00	10,573,899.26	433,436.74	3.94%	12,992,070.00
Report Total:		614,080.00	715,257.47	101,177.47		2,491,884.00	3,242,498.98	750,614.98		3,520,339.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
April 30, 2025**

<u>RESERVE BALANCES</u>	Current Year as of 4/30/2025	Prior Year as of 4/30/2024
CAPITAL AND OPERATING RESERVE	\$19,144,414.39	\$12,565,897.13
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$19,394,414.39	\$12,815,897.13

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$2,094,550.41	\$1,412,147.10
CSP T & S ACCOUNT	\$717,109.37	\$232,428.63
MONEY MARKET (CARTER HILL - DN TANK FINANCING)	\$7,078,744.57	\$19,808.88
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$9,503,210.04	\$11,150,712.52
DISTRICT CASH ON HAND	\$800.00	\$800.00
TOTAL ACCOUNT BALANCES	\$19,394,414.39	\$12,815,897.13

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 - April 30, 2025**

4/30/2025

5/9/2025

* Approved June 2024

Status	Approved* CIP Budget FY24/25	Actual To Date FY24/25	Projected FY24/25	Variance vs. Budget	% Completed	Project Status/ Comments
--------	------------------------------------	------------------------------	----------------------	------------------------	----------------	-----------------------------

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	\$ 57,311	\$ 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	\$1,429,724	\$ 1,900,000	\$ 1,100,000	60%	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 FY2026-27

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	Construction	\$ 4,000,000	\$2,249,876	\$ 4,000,000	\$ -	18%	
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	\$ 243,657	\$ 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	\$ 174,449	\$ 200,000	\$ -	90%	
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		\$ 184,800	\$ 184,800	\$ (184,800)	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		\$ 274,721	\$ 350,000	\$ (350,000)	0%	in design/permitting
NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	

NEW FY2024/2025 CIP TOTAL	\$ 11,250,000	\$5,622,990	\$ 8,218,678	\$ 3,031,322
----------------------------------	----------------------	--------------------	---------------------	---------------------

COASTSIDE COUNTY WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
FISCAL YEAR TO DATE 2024/2025 - April 30, 2025

5/9/2025

4/30/2025

* Approved June 2024

Status	Approved* CIP Budget FY24/25	Actual To Date FY24/25	Projected FY24/25	Variance vs. Budget	% Completed	Project Status/ Comments
--------	------------------------------------	------------------------------	----------------------	------------------------	----------------	-----------------------------

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		\$ 71,340	\$ 71,340	\$ (71,340)	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	\$	-	\$ 138,451	\$	138,451	\$	(138,451)
---------------------------------------	-----------	----------	-------------------	-----------	----------------	-----------	------------------

Green = approved by the Board/in process

TOTAL - FY 2024/2025 CIP + PRIOR YEAR CARRYOVER	\$	11,250,000	\$5,761,441	\$	8,357,129	\$	2,892,871
--	-----------	-------------------	--------------------	-----------	------------------	-----------	------------------

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
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
Apr-25	5,580	419		571	1,116	2,604	186			884	11,359
TOTAL	91,247	3,175	490	4,456	109,471	73,210	7,105	0	223	884	290,259

Calcon T&M Projects Tracking
4/30/2025

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						\$ 56,541.57
Denniston Maintenance						\$ 6,420.00
Distribution System						\$ 38,734.03
Wells						
Cellular Telemetry						\$ 2,625.04
Subtotal Maintenance						\$ 104,320.64
FINAL TOTAL FY 2024/2025						\$104,320.64

EKI Environment & Water
Engineering Services Billed FY 2022-2023 to FY 2024-2025
Billed through 4/30/2025

	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	\$ 9,439.82
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			\$ 61,203.99
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	\$ 108,164.67

Highway 92 Potable Water Pipeline Phase 1 (2023)	14-01	6.13.2023	\$ 135,400.00	Open	\$ 22,894.82	\$ 70,887.84	\$ 17,121.26
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	\$ 29,591.69
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			\$ 2,292.96
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	\$ 19,697.53
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			\$ 20,910.94
Pilarcitos Wellfield Replacement Project	25-02	10.9.2024	\$ 378,300.00	Open			\$ 236,584.91
SFPUC Pilarcitos Dam and Reservoir Improvement Project	5382	10.9.2024	\$ 18,000.00	Open			\$ 6,913.66
Pilarcitos Creek Road Bank Stabilization Project	23-13	10.9.2024	\$ 44,800.00	Open			\$ 38,198.94
San Vicente Pipeline Project - Phase A	14-25	1.7.2025	\$ 82,200.00	Open			\$ 13,655.72
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 \$ 532,017.01

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 8, 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 7:00 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., Catherine Groves, Legal Counsel, Gina Brazil, Office Manager, Sean Donovan, Treatment Supervisor, Nancy Trujillo, Accounting Manager, 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 March 31, 2025:
Claims: \$ 1,493,853.11; Payroll: \$ 207,934.71 for a total of \$ 1,701,787.82
March 2025 Monthly Financial Claims reviewed and approved by Director Feldman
- B. Acceptance of Financial Reports
- C. Approval of Minutes of March 11, 2025, Special Board of Directors Meeting
- D. Approval of Minutes of March 11, 2025, Regular Board of Directors Meeting
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report – March 2025
- H. Leak/Flushing Report – March 2025
- I. Monthly Rainfall Reports
- J. SFPUC Hydrological Conditions Report – February 2025

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

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

Director Coverdell	Aye
Director Mickelsen	Aye
Director 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 Mickelsen attended a BAWSCA meeting.
- Director Muller had Community Emergency Response Team (CERT) training on March 29, 2025
- President Reynolds stated that the Disaster Air Response Team (based in Half Moon Bay) is planning their annual training. It incorporates a survey of the Coastside County Water District water infrastructure from the air.
- Vice President Feldman attended the March 28, 2025 Farm Day Luncheon

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

Ms. Rogren summarized that GSW is near completion on the Nunes WTP Hypochlorite Room Improvement Project. Given GSW's expertise and while they are still on site, staff would like to engage with GSW to replace the wash water recovery pipe as a change order to the project. The wash water recovery pipe was originally installed in 1980. In 2024, the line developed a leak which District staff repaired, however given the age and condition of the pipe, staff recommends that the pipe be replaced.

ON MOTION BY Director Coverdell and seconded by Director Muller, the Board voted by roll call vote to 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.

Director Coverdell	Aye
Director Mickelsen	Aye
Director Muller	Aye

Vice-President Feldman
President Reynolds

Aye
Aye

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

Ms. Rogren summarized the DN Tank project started in January 2025. Due to the complexity of the project and the unknown site conditions, changes are being discussed daily with staff, the construction manager and the District's engineers. To date the changes have been manageable as some change orders resulted in credits that offset other charges. Many of the change orders have required staff to make quick decisions to avoid delays in the construction schedule. To avoid construction delays if changes exceed the General Managers spending authority (\$30,000), staff requests the Board to authorize the General Manager to approve a cumulative level of \$200,000. With that said, the General Manager will keep the Facilities Committee abreast of the changes and any change orders in excess of \$200,000 must be approved by the Board of Directors

ON MOTION BY Director Muller and seconded by President Reynolds, the Board voted by roll call vote to 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, with change orders within this total subject to approval by one or both members of the Facilities Committee.

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

Aye
Aye
Aye
Aye
Aye

C. Overview of Draft Fiscal Year 2025/26 Operations and Maintenance Budget and FY 2025/26 Budget Process Timeline

Mr. Schnieder summarized the Budget Process timeline, and that staff met with the Finance Committee on March 27, 2025, to review the drafts of the FY 2025/2026 Operation and Maintenance Budget and the FY 2025/2026 – FY 2034/2035 Capital Improvement Program (CIP). The Finance Committee did not recommend any changes to either the Operations and Maintenance or the CIP Budget. At the June 10, 2025, Regular Board of Directors Meeting the Board will be asked to approve the draft FY 2025/26 Operations and Maintenance Budget and the CIP Plan for FY 2025/26 – FY 2034/35.

D. Quarterly Financial Review

Mr. Schneider summarized the year-to-date revenue and expenses for the first nine months of Fiscal Year 2025-2026. He also recapped the Capital Improvement Program year-to-date spend as well as the Cash reserves.

E. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #6

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

7) MONTHLY INFORMATIONAL REPORTS

A. Operations Report

Mr. Donovan summarized the Operation Highlights for the month of March 2025.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

9) ADJOURNMENT - Board Meeting Adjourned at 7:55 p.m.

Respectfully submitted,

Mary Rogren, General Manager
Secretary to the District

Glenn Reynolds, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

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						2			5
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
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	2			14

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						2.0			9.0
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	2.0	0.0	0.0	44.5

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	3.15	36.72	3.22	33.50
APR	0.01	14.20	0.00	22.44	3.44	40.08	3.12	36.96
MAY						0.00		0.00
JUN						0.00		0.00
TOTAL	0.01	58.50	88.14	157.20	136.69	440.53	27.81	412.72
% MONTHLY TOTAL	0.0%	35.4%	0.0%	56.0%	8.6%	100.0%	7.8%	92.2%
% ANNUAL TO DATE TOTAL	0.0%	13.3%	20.0%	35.7%	31.0%	100.0%	6.3%	93.7%

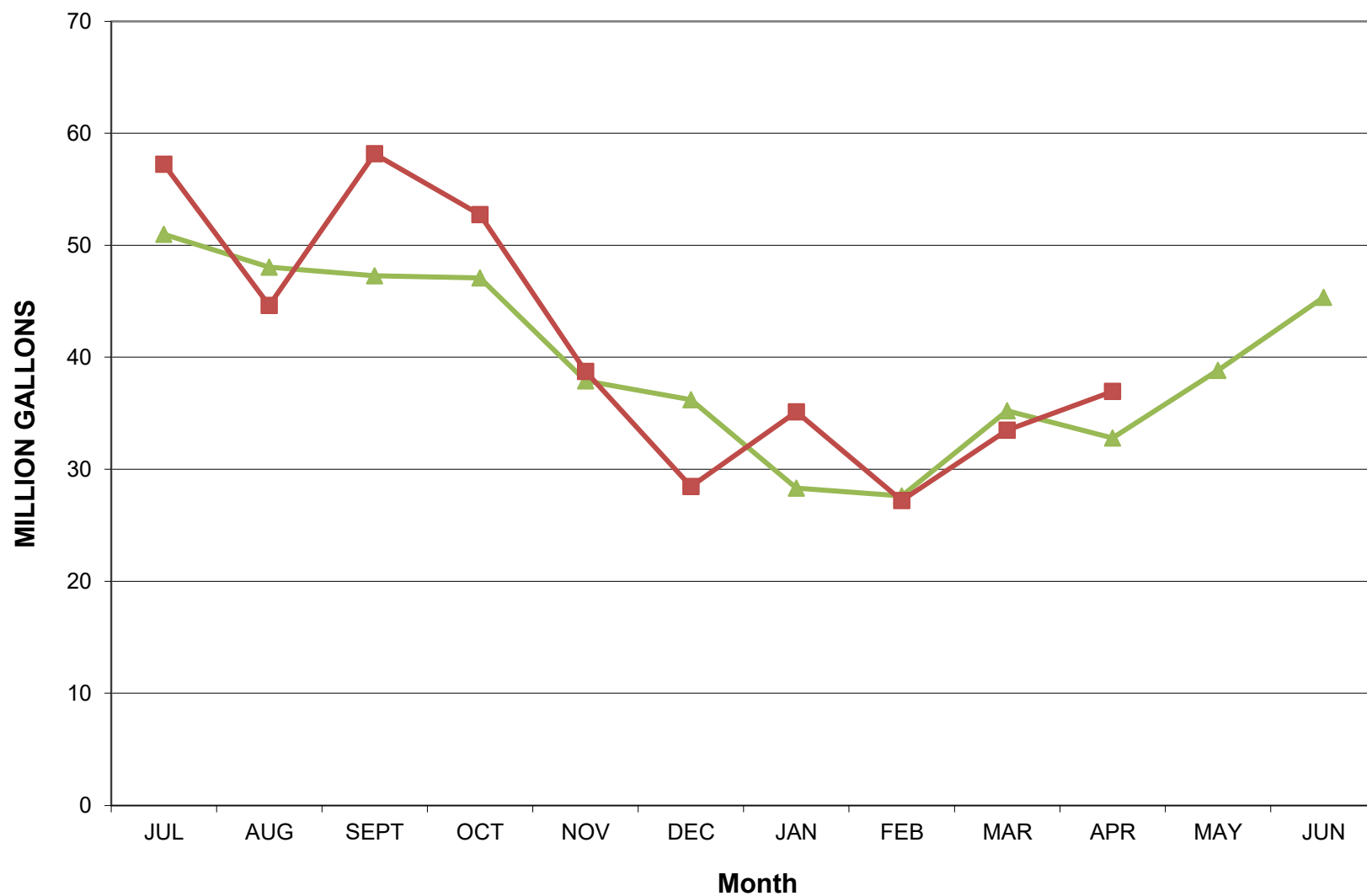
CCWD vs SFPUC- month 35.4%

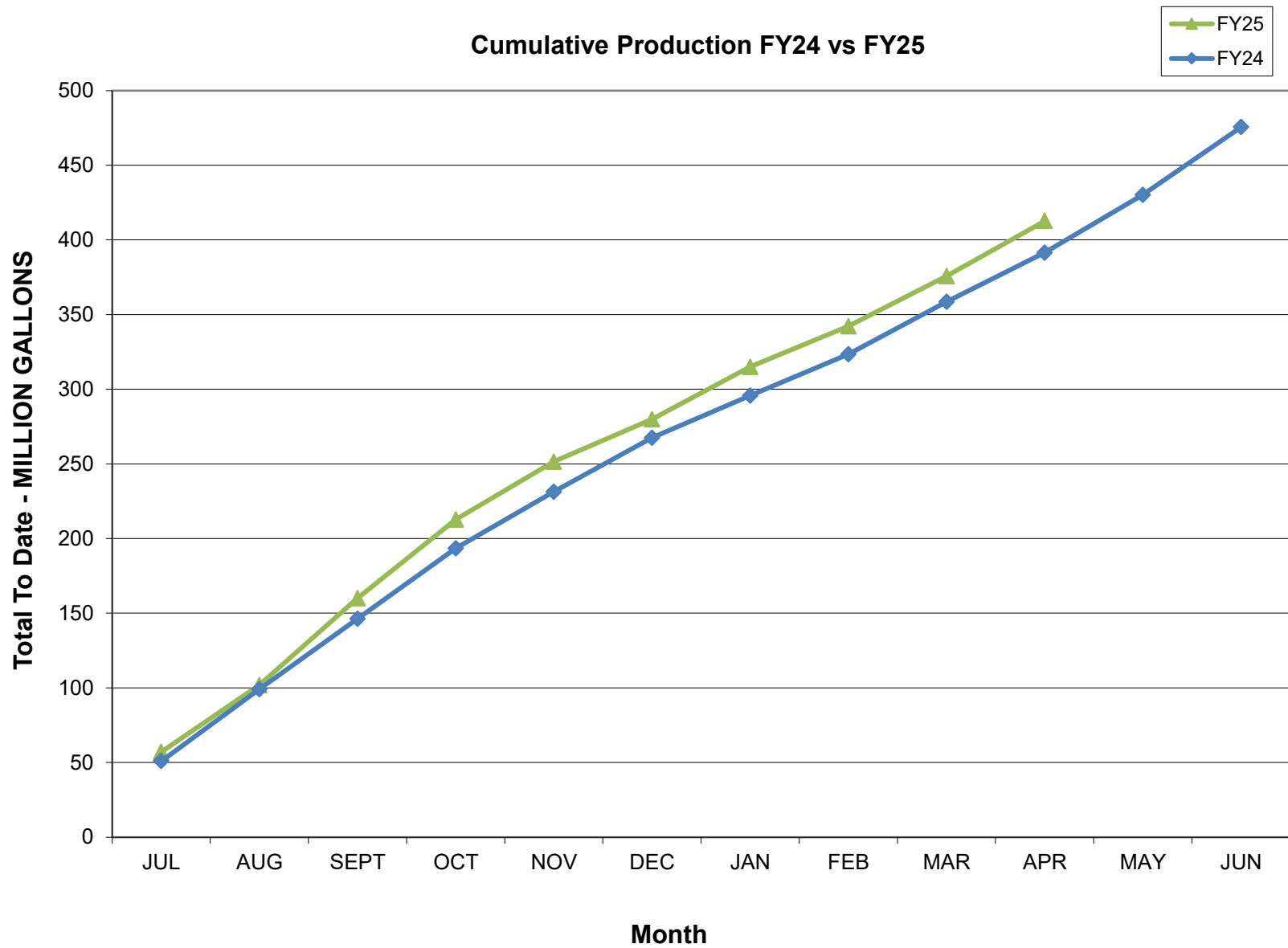
CCWD vs SFPUC- annual 33.3%

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	20.52			233.33
COMMERCIAL	3.21	3.18	2.97	3.01	3.02	2.75	2.53	2.34	2.45	2.57			28.04
RESTAURANT	1.83	1.85	1.63	1.67	1.53	1.27	1.43	1.15	1.38	1.47			15.21
HOTELS/MOTELS	2.65	3.14	2.75	2.54	2.44	2.03	2.10	1.84	1.89	2.15			23.52
SCHOOLS	0.77	0.70	0.80	0.63	0.36	0.23	0.14	0.21	0.17	0.20			4.20
MULTI DWELL	2.72	2.77	2.73	2.52	2.45	2.31	2.26	2.05	2.22	2.40			24.43
BEACHES/PARKS	0.85	0.99	0.82	0.48	0.35	0.16	0.21	0.13	0.15	0.21			4.36
AGRICULTURE	1.92	2.15	2.19	2.07	1.60	1.30	1.19	1.28	1.96	1.78			17.44
RECREATIONAL	0.23	0.25	0.25	0.26	0.30	0.31	0.31	0.28	0.19	0.20			2.59
MARINE	0.36	0.38	0.36	0.34	0.29	0.29	0.39	0.28	0.24	0.23			3.15
RES. IRRIGATION	1.65	1.68	1.51	1.24	1.07	0.24	0.16	0.25	0.33	0.30			8.43
DETECTOR CHECKS	0.02	0.03	0.02	0.01	0.01	0.01	0.01	0.00	0.01	0.00			0.13
NON-RES. IRRIGATION	2.48	1.52	3.54	2.25	0.94	0.20	0.13	0.11	0.10	0.14			11.41
RAW WATER	4.20	4.98	6.48	7.25	4.17	2.63	0.00	3.23	0.00	2.90			35.83
PORTABLE METERS	0.34	0.46	0.32	0.34	0.32	0.07	0.07	0.08	0.06	0.09			2.15
CONSTRUCTION	0.38	0.37	0.29	0.27	0.26	0.23	0.21	0.20	0.21	0.21			2.64
TOTAL - MG	51.55	52.35	53.31	50.44	43.54	35.82	31.87	31.89	30.73	35.39	0.00	0.00	416.87

Non Residential Usage	23.61	24.45	26.66	24.89	19.11	14.05	11.13	13.41	11.37	14.87	0.00	0.00
Running 12 Month Total										497.55		
12 mo Residential										280.52		
12 mo Non Residential										217.03		

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		April-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	4/17/2025	1200	4/18/2025	1300	25 Hours	198 El Granada Blvd	0.001	Service	Copper	3/4"	8791
2											
3											
4											
5											
6											
7											
8											
						Total	0.001				

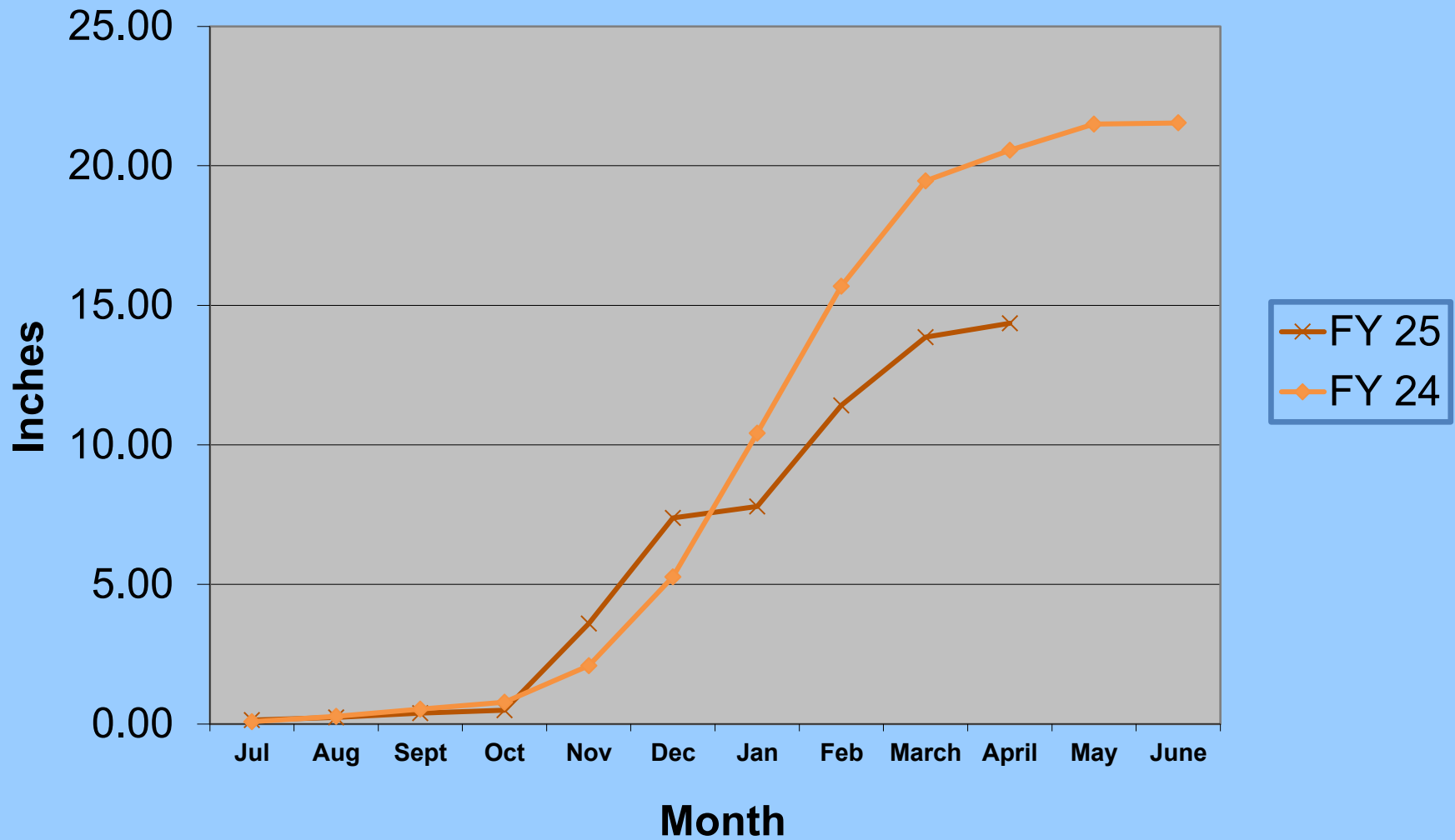
OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.010
Reservoir Cleaning	0.000
Automatic Blowoffs	0.203
Dewatering Operations	0.000
Other (includes flow testing)	0.002
DISCHARGES GRAND TOTAL (MG)	
0.215	

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	0.38		
2	0.00	0.01	0.00	0.00	0.01	0.00	0.00	0.08	0.05	0.00		
3	0.00	0.00	0.00	0.00	0.00	0.00	0.22	0.09	0.00	0.00		
4	0.00	0.01	0.00	0.00	0.00	0.00	0.05	1.22	0.00	0.00		
5	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.11	0.00		
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.29	0.06	0.00		
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.12	0.00	0.08		
8	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.00	0.00		
9	0.00	0.00	0.00	0.03	0.00	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	0.00		
11	0.01	0.01	0.00	0.00	0.37	0.41	0.00	0.07	0.00	0.00		
12	0.00	0.01	0.00	0.00	0.00	0.25	0.00	0.45	0.63	0.00		
13	0.00	0.00	0.00	0.01	0.00	0.36	0.00	0.96	0.17	0.00		
14	0.01	0.00	0.01	0.02	0.00	0.69	0.00	0.04	0.56	0.00		
15	0.00	0.00	0.02	0.00	0.01	0.00	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	0.00		
17	0.00	0.02	0.01	0.00	0.04	0.00	0.00	0.01	0.16	0.03		
18	0.00	0.01	0.04	0.00	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	0.00		
20	0.00	0.00	0.02	0.00	0.30	0.00	0.00	0.01	0.00	0.00		
21	0.01	0.00	0.00	0.00	0.17	0.22	0.00	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	0.01		
23	0.00	0.00	0.01	0.00	0.02	0.28	0.00	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	0.00		
25	0.00	0.00	0.00	0.00	0.24	0.00	0.01	0.01	0.00	0.00		
26	0.00	0.00	0.01	0.00	0.11	0.51	0.00	0.00	0.01	0.00		
27	0.01	0.00	0.00	0.00	0.00	0.07	0.00	0.00	0.16	0.00		
28	0.01	0.00	0.01	0.00	0.00	0.08	0.00	0.00	0.00	0.00		
29	0.02	0.00	0.00	0.00	0.00	0.22	0.00		0.01	0.00		
30	0.04	0.00	0.01	0.00	0.00	0.01	0.00		0.02	0.00		
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	0.50		
Year Total	0.14	0.23	0.38	0.49	3.60	7.38	7.79	11.41	13.86	14.36		

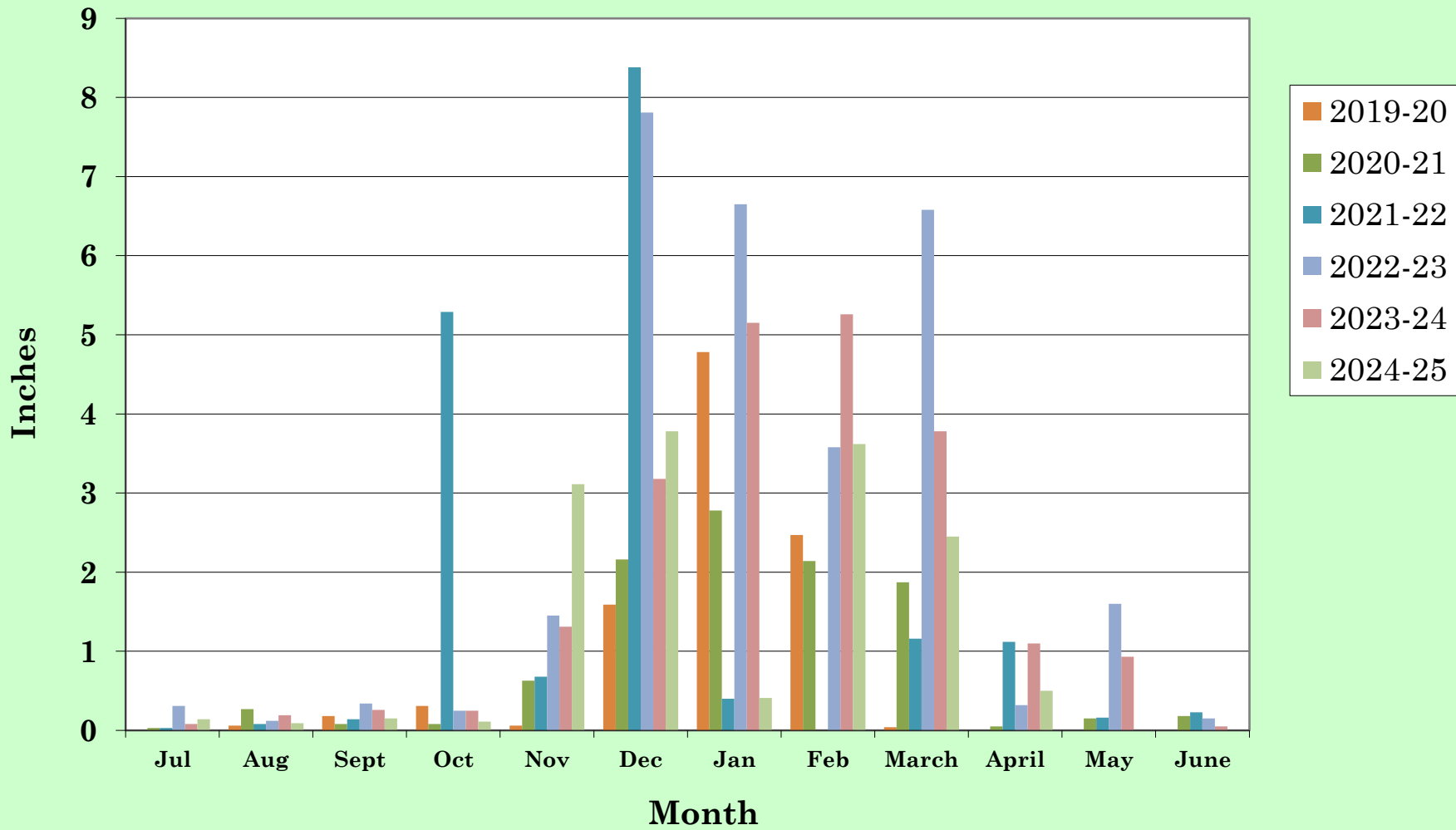
Rainfall Total Comparison Fiscal Years 2024-25 vs. 2023-2024



Coastside County Water District

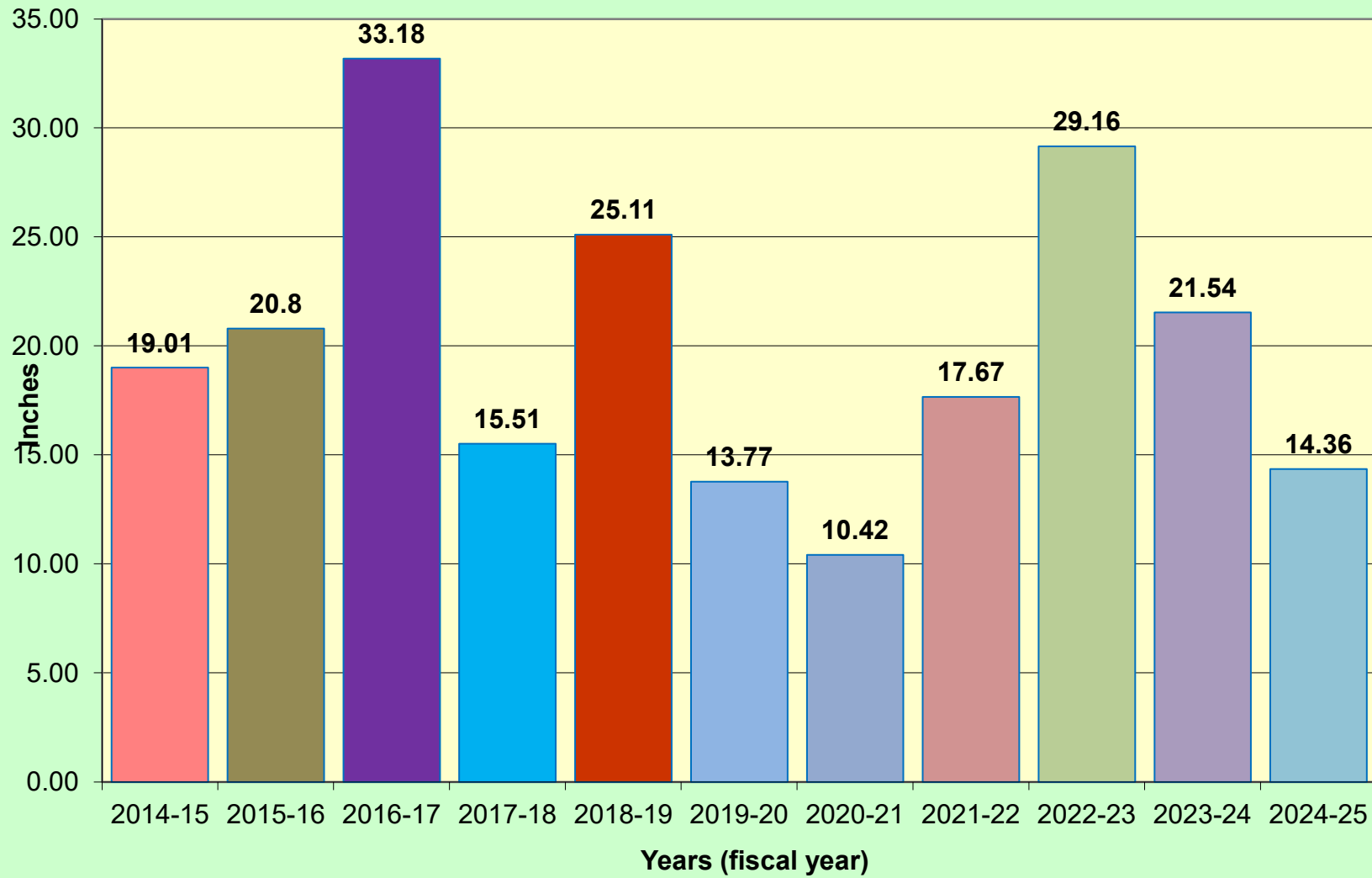
Rainfall by Month

Fiscal Years 20 - 25



Rain Totals

Fiscal Years 15 - 25



San Francisco Public Utilities Commission

Hydrological Conditions Report

March 2025

B. Barry, C. Graham, H. Forrester, N. Waelty
Prepared April 1, 2025



Snow surveyors measured snow depth and snow water equivalent (SWE) at Bond Pass (9,300 feet, left) and Sachse Springs (7,900 feet, right) in the Upper Cherry Creek watershed during late March. April 1st manual snow surveys indicated SWE in the Tuolumne River watershed was 72% 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 April 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	269,609		340,830		71,221		79%
Cherry Reservoir ²	244,884		268,811		23,927		91%
Lake Eleanor ³	23,727		21,495		0		100%
Water Bank	570,000		570,000		0		100%
Tuolumne Storage	1,108,220		1,201,136		95,148		92%
Local Bay Area Storage							
Calaveras Reservoir	80,961	26,381	96,670	31,500	15,709	5,119	84%
San Antonio Reservoir	44,981	14,657	52,506	17,109	7,525	2,452	86%
Crystal Springs Reservoir	43,382	14,136	68,743	22,400	25,361	8,264	63%
San Andreas Reservoir	15,753	5,133	18,898	6,158	3,146	1,025	83%
Pilarcitos Reservoir	1,906	621	3,118	1,016	1,212	395	61%
Total Local Storage	186,982	60,928	239,936	78,183	52,954	17,255	78%
Total System	1,295,202		1,441,072		148,102		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.

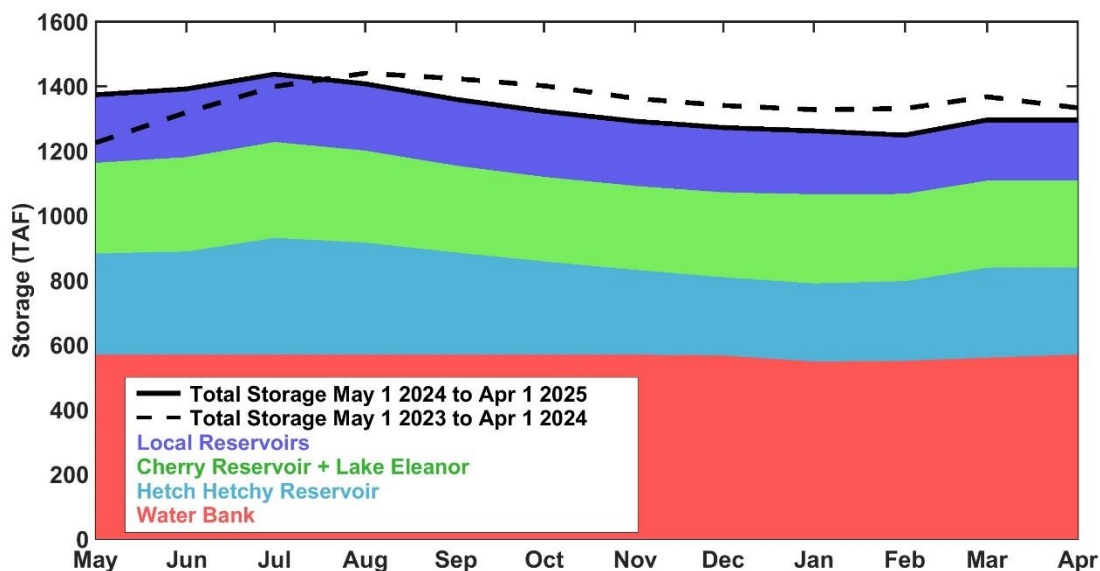


Figure 1: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The March 2025 six-station precipitation index was 8.15 inches, which is 177% of the 1991-2020 March median.

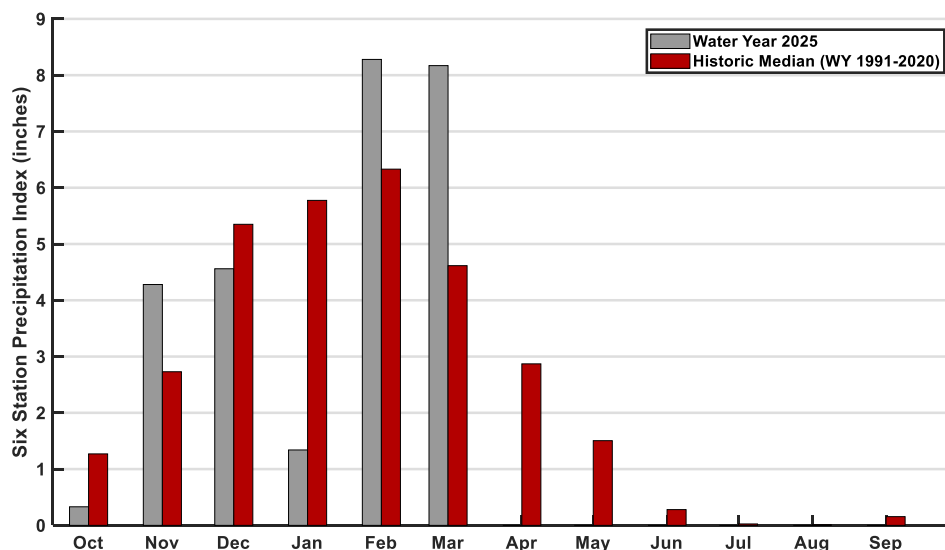


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of April 1. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2025 is 26.91 inches, which is 103% of the median to-date. The Hetch Hetchy Weather Station received 7.91 inches of precipitation in March resulting in a total of 27.39 inches for WY 2025, or 100% of WY to-date median. The cumulative WY 2025 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

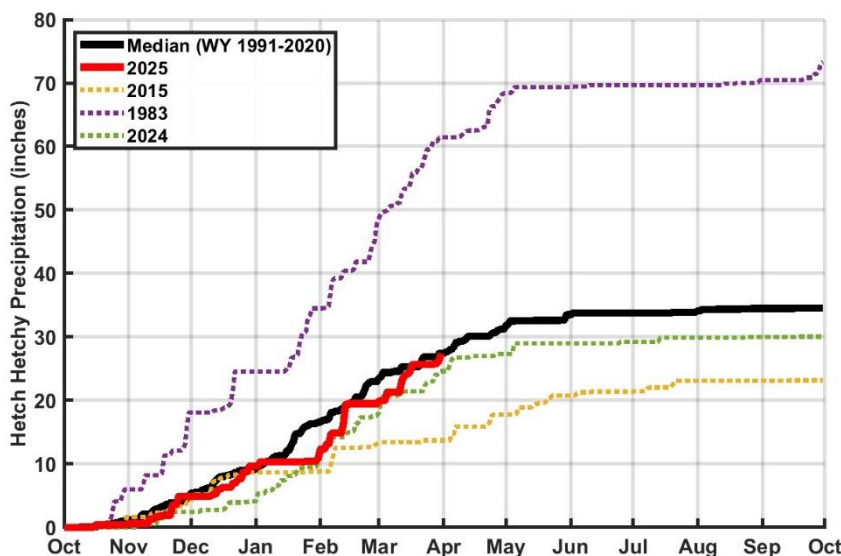


Figure 3: Water Year 2025 cumulative precipitation measured at Hetch Hetchy Weather Station as of April 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2025 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for March 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	March 2025				October 1, 2024 through March 31, 2025			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	48,655	43,608	51,029	95%	107,235	122,770	145,672	74%
Inflow to Cherry Reservoir and Lake Eleanor	53,336	52,608	54,863	97%	139,590	157,675	172,787	81%
Tuolumne River at La Grange	209,677	209,444	231,643	91%	486,095	538,755	684,849	71%
Water Available to City	72,180	75,668	98,048	74%	142,734	152,587	285,970	50%

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 through March 17. A rate change to 150 MGD occurred on March 18.

Hetch Hetchy Reservoir power draft and stream releases totaled 57,055 acre-feet during the month of March. Required minimum instream release during March 1 – 12 was 60 cfs (Type A). During March 13 – 31 it was 124 cfs (Type A plus 64 cfs due to Canyon Tunnel flow being greater than 920 cfs). Required releases increase to 139 cfs (Type A plus 64 cfs) in April.

Cherry Reservoir power draft and stream releases totaled 39,382 acre-feet during the month of March. Required minimum instream release is 5 cfs October through June.

Lake Eleanor stream releases totaled 14,983 acre-feet and Cherry-Eleanor pumping transfer totaled 7,379 acre-feet during the month of March. Required minimum instream release from March 1 through April 14 is 10 cfs; from April 15 through September 15, it is 20 cfs.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant production rate for the month was 46 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 68 MGD.

Regional System Water Delivery

The average March delivery rate was 163 MGD which is a 3.8% increase compared to the February delivery rate of 157 MGD.

Local Precipitation

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

Table 3				
Precipitation Totals at Three Local Area Reservoirs				
Weather Station Location	March 2025		October 1, 2024 through March 31, 2025	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	4.56	95%	33.54	113%
Lower Crystal Springs Reservoir	2.93	92%	20.87	105%
Calaveras Reservoir	3.77	120%	17.15	107%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Following dry conditions in the second half of February, a series of relatively cold storms during the first half of March produced significant precipitation, boosting the snowpack at middle and high elevations. A strong warming trend in the second half of the month generated well above normal temperatures and mid-elevation snowmelt. After another series of cold storms, cumulative WY precipitation and snowpack ended the month near normal (Figure 2, 3, and 5). These hydrologic conditions generated near-normal runoff for the month. Cumulative Water Available to the City (WAC) for March was 72,180 AF; for WY2025 WAC was 142,734 AF (Table 2, Figure 4).

Hetch Hetchy Reservoir is drafting via minimum instream releases and discretionary power generation. The 2024-2025 Mountain Tunnel and Hetch Hetchy Aqueduct maintenance outage began on December 17, precluding SJPL deliveries. SJPL deliveries resumed on March 18. Discretionary valve releases from Hetch Hetchy Reservoir to the Tuolumne River are planned to occur during Spring months, as inflows are forecasted to exceed the volume needed to fill the reservoir and supply maximum available Kirkwood Powerhouse draft. SFPUC staff are working with Yosemite National Park staff to plan these releases in an environmentally beneficial manner as part of the Upper Tuolumne River Ecosystem Program (UTREP).

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 capacity. The Cherry-Eleanor Pumps are expected to remain in service 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, Hetch Hetchy Reservoir, and Water Bank (Figure 6), with additional water available for power generation and planned environmental releases.

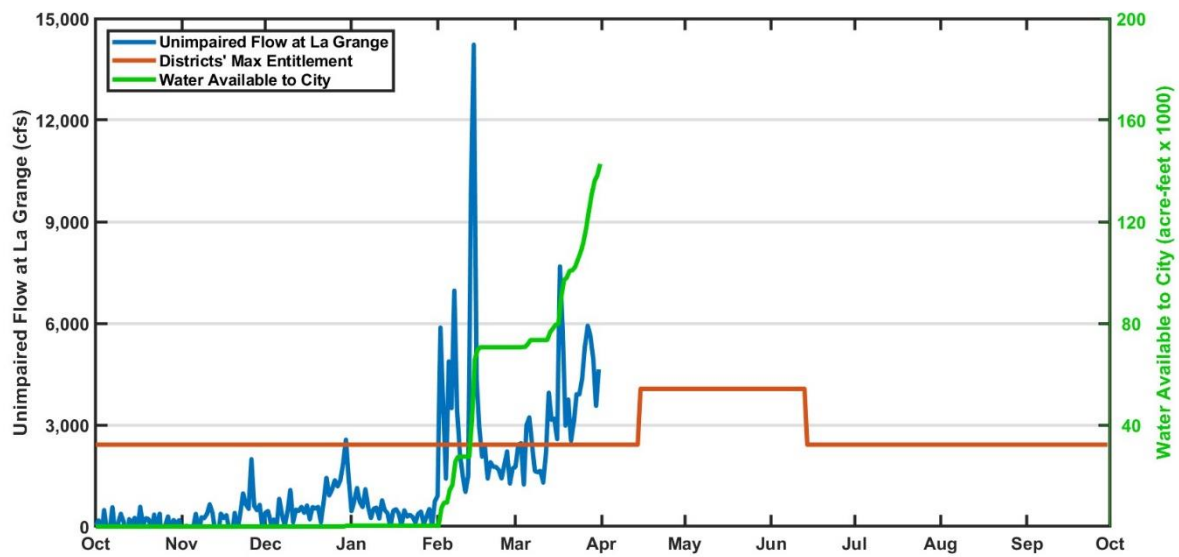


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

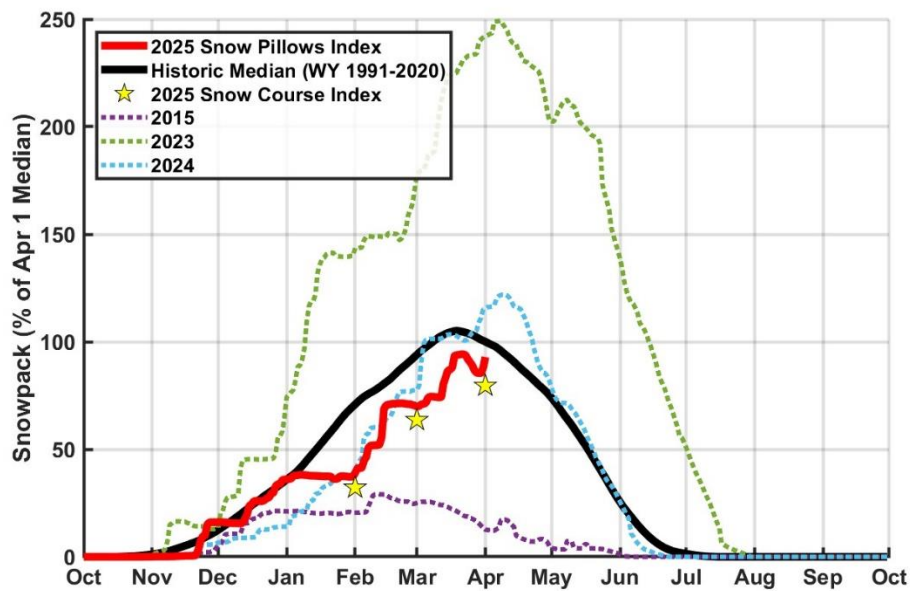


Figure 5: Current water year 10-Station Snow Pillows Index as of April 1 (red line), based on real-time snow water equivalent measurements in the Tuolumne Basin. Star indicates the average manual snow course measurements in the Tuolumne Watershed. Historic median, wet and dry years, and previous water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

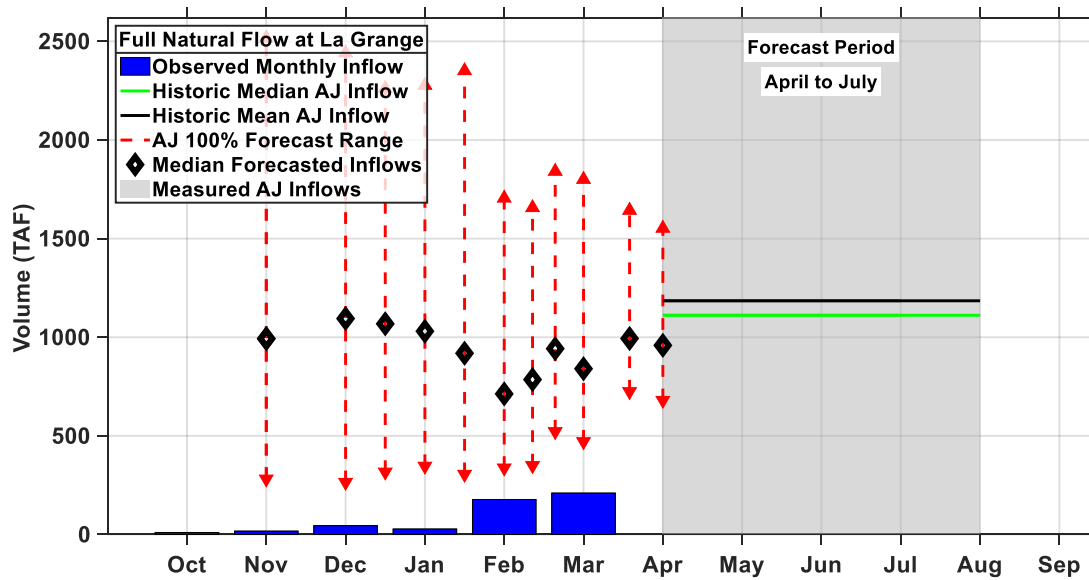


Figure 6: Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at La Grange. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation.

San Francisco Public Utilities Commission

Hydrological Conditions Report

April 2025

B. Barry, C. Graham, H. Forrester, N. Waelty
Prepared May 2, 2025



Snow surveyors measured variable snowpack conditions during recent snow surveys in the Tuolumne River Watershed. Near normal snowpack conditions were observed above 8,000 feet (upper row), while below normal conditions were observed in the 8,000 – 6,000 ft elevation band (bottom row). May 1st manual snow surveys indicated SWE in the Tuolumne River watershed was 55% of normal May 1 conditions.

System Storage

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

Table 1. Current System Storage as of May 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	295,520		360,360		64,840		82%
Cherry Reservoir ²	255,978		273,345		17,367		94%
Lake Eleanor ³	22,983		27,100		4,117		85%
Water Bank	570,000		570,000		0		100%
Tuolumne Storage	1,144,481		1,230,805		86,324		93%
Local Bay Area Storage							
Calaveras Reservoir	80,052	26,085	96,670	31,500	16,618	5,415	83%
San Antonio Reservoir	45,211	14,732	52,506	17,109	7,295	2,377	86%
Crystal Springs Reservoir	45,297	14,760	68,743	22,400	23,446	7,640	66%
San Andreas Reservoir	15,707	5,118	18,898	6,158	3,192	1,040	83%
Pilarcitos Reservoir	1,940	632	3,118	1,016	1,178	384	62%
Total Local Storage	188,207	61,327	239,936	78,183	51,729	16,856	78%
Total System	1,332,688		1,470,741		138,054		91%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flashboards installed. Boards were installed April 16.

³ Maximum Lake Eleanor storage with flashboards installed.

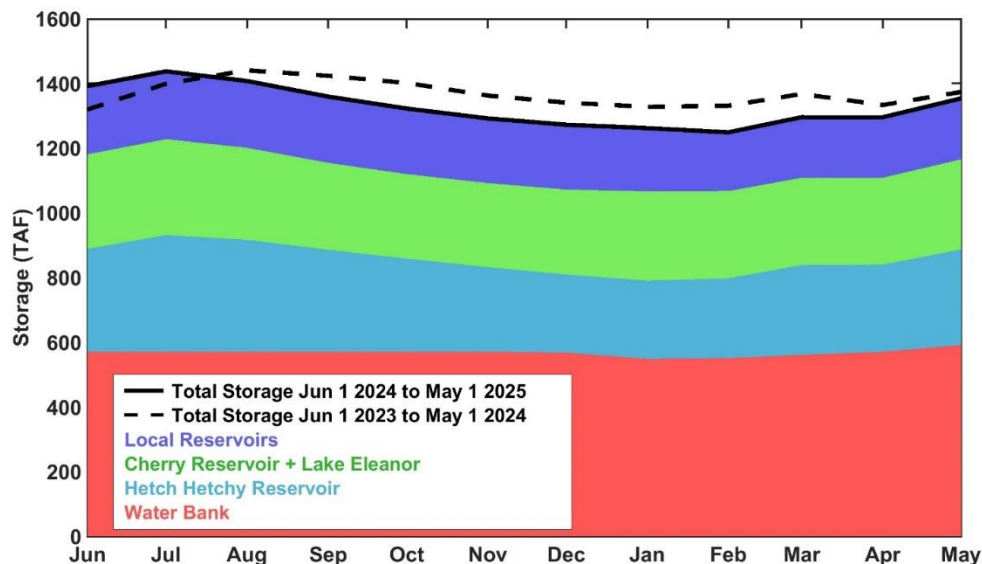


Figure: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The April 2025 six-station precipitation index was 1.56 inches, which is 54% of the 1991-2020 April median.

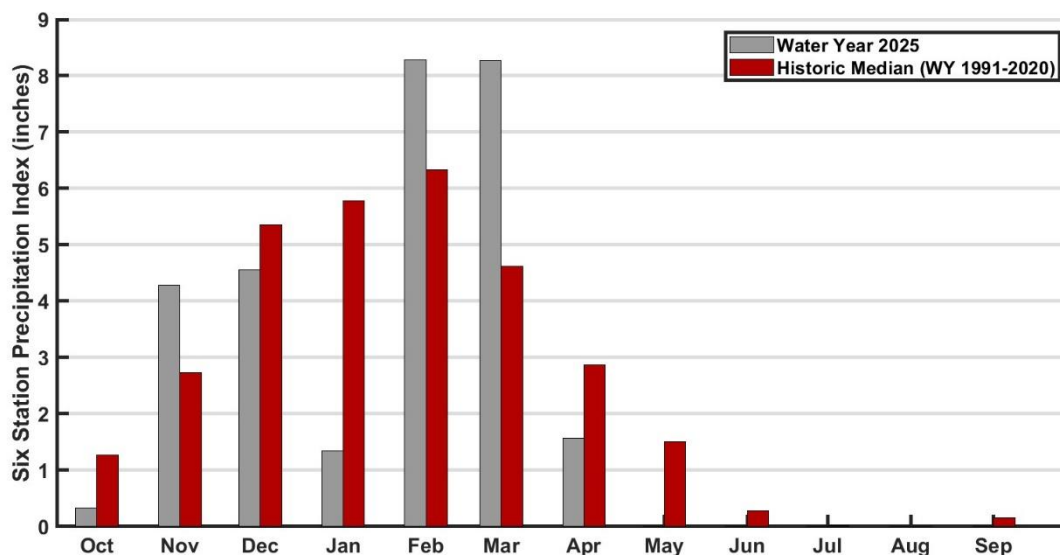


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of May 1. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2025 is 28.47 inches, which is 98% of the median to-date. The Hetch Hetchy Weather Station received 1.78 inches of precipitation in April resulting in a total of 29.17 inches for WY 2025, or 93% of WY to-date median. The cumulative WY 2025 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

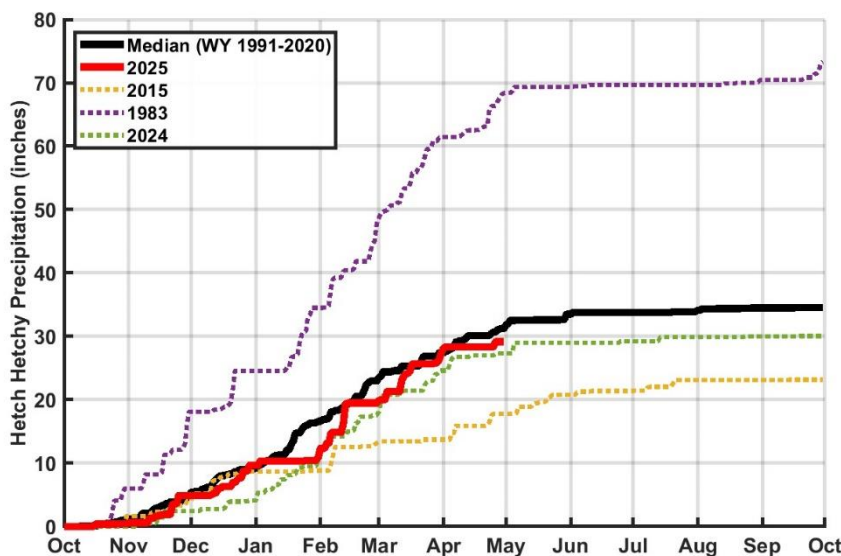


Figure 3: Water Year 2025 cumulative precipitation measured at Hetch Hetchy Weather Station as of May 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2025 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for April 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	April 2025				October 1, 2024 through April 30, 2025			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	106,481	99,383	102,046	104%	213,716	232,271	247,718	86%
Inflow to Cherry Reservoir and Lake Eleanor	89,096	85,278	84,860	105%	228,686	238,994	257,647	89%
Tuolumne River at La Grange	279,235	277,191	298,503	94%	765,330	803,288	983,352	78%
Water Available to City	86,567	92,777	116,214	74%	229,301	236,654	402,185	57%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) were 150 MGD during April 1 – 16. A rate change to 200 MGD occurred on April 17.

Hetch Hetchy Reservoir power draft and stream releases totaled 80,567 acre-feet during the month of April. Required minimum instream release during April was 139 cfs (Type A plus 64 cfs due to Canyon Tunnel flow being greater than 920 cfs). Required releases increase to 164 cfs (Type A plus 64 cfs) in May.

Cherry Reservoir power draft and stream releases totaled 48,662 acre-feet during the month of April. Required minimum instream release is 5 cfs October through June.

Lake Eleanor stream releases totaled 30,087 acre-feet and Cherry-Eleanor pumping transfer totaled 6,813 acre-feet during the month of April. Required minimum instream release April 1 through April 14 was 10 cfs; from April 15 through September 15, it is 20 cfs.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant was offline for the month of April. The Sunol Valley Water Treatment Plant production rate for the month was 28 MGD.

Regional System Water Delivery

The average April delivery rate was 192 MGD which is a 17.8% increase compared to the March delivery rate of 163 MGD.

Local Precipitation

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

Weather Station Location	April 2025		October 1, 2024 through April 30, 2025	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	1.08	37%	34.62	106%
Lower Crystal Springs Reservoir	0.94	54%	21.81	101%
Calaveras Reservoir	1.11	75%	18.26	104%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Following a strong warming trend in the second half of March, April began with a series of cold storms, boosting cumulative WY precipitation and snowpack at the beginning of the month to near normal conditions (Figure 2, 3, and 5). Above normal temperatures and below normal precipitation with intermittent periods of cooler weather and light precipitation generated near-normal runoff for the month. Cumulative Water Available to the City (WAC) for April was 86,567 AF; Cumulative WAC for WY 2025 was 229,301 AF (Table 2, Figure 4).

Hetch Hetchy Reservoir is drafting via discretionary power generation and discretionary valve releases as part of the Upper Tuolumne River Ecosystem Program (UTREP). SFPUC staff are working with Yosemite National Park staff to conduct these releases in an environmentally beneficial manner.

Cherry Reservoir is expected to continue drafting via minimum instream releases, discretionary valve releases, and discretionary power generation through the end of Spring runoff. Lake Eleanor is full and spilling; the Cherry-Eleanor Pumps are currently deactivated to manage inflows, but are expected to return to service after peak inflows occur and remain in service until the end of Spring runoff. Spill from Lake Eleanor is expected to occur intermittently through the end of Spring runoff.

In all future weather scenarios, forecasted inflows are sufficient to fill Cherry Reservoir, Lake Eleanor, Hetch Hetchy Reservoir, and Water Bank (Figure 6), with additional water available for power generation and planned UTREP releases (Figure 6).

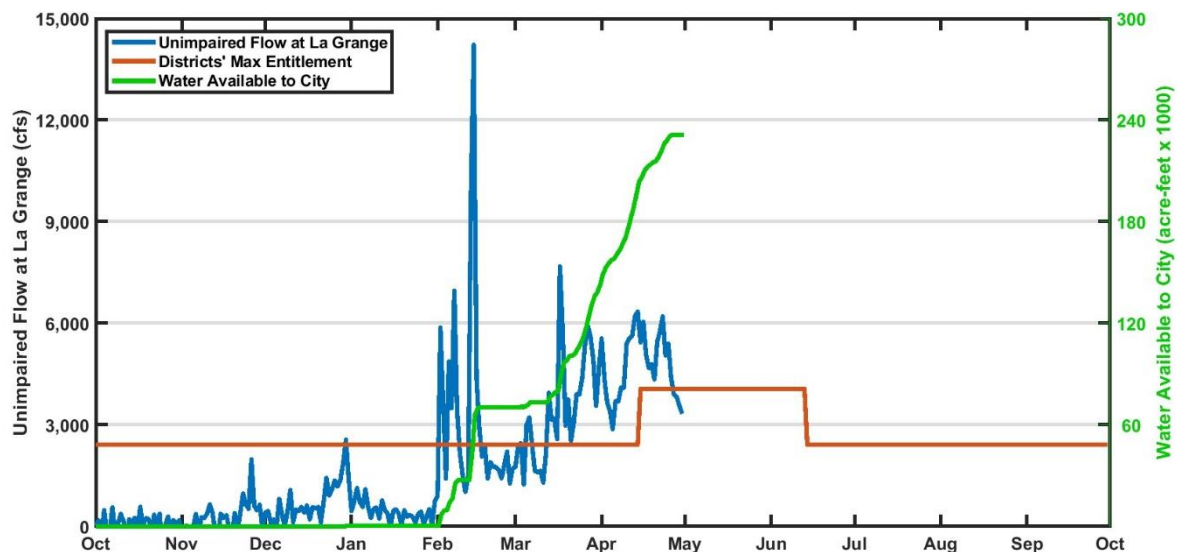


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

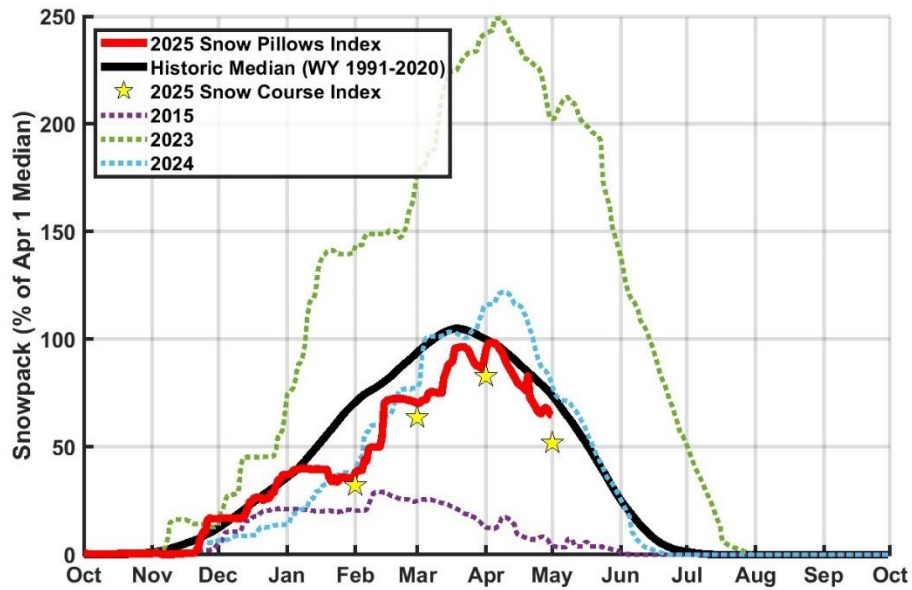


Figure 5: Current water year 10-Station Snow Pillows Index as of May 1 (red line), based on real-time snow water equivalent measurements in the Tuolumne Basin. Star indicates the average manual snow course measurements in the Tuolumne Watershed. Historic median, wet and dry years, and previous water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

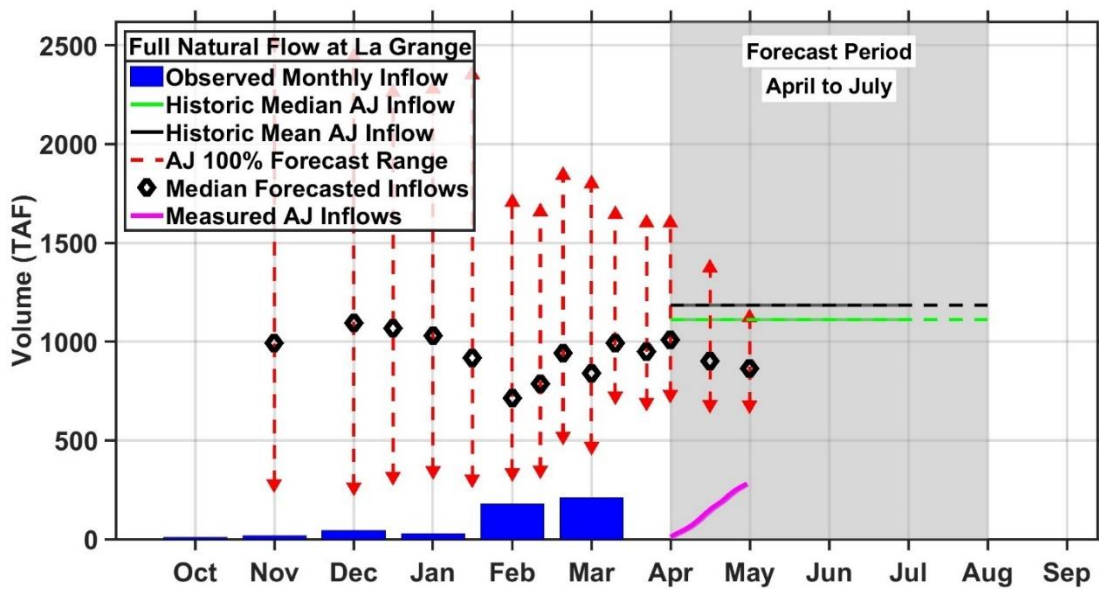


Figure 6: Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at La Grange. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation.

**WATER SERVICE CONNECTION TRANSFER REPORT
TRANSFERS APPROVED FOR THE MONTH OF APRIL 2025**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
048-111-090	Warren Donald	047-181-650	John & Nicole Skerry	one half (.5) 5/8"	April 16, 2025
047-142-280	Christian R. Mickelsen	047-162-550	Christopher & Denise Dittmer	one half (.5) 5/8"	April 23, 2025
047-142-280	Christian R. Mickelsen	047-272-240	Dorothy L. Cordell Trust	one half (.5) 5/8"	April 23, 2025

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Report Date: May 9, 2025

Agenda Title: Approval of Water Service Agreement – 555/565/575 Seymour Street, Half Moon Bay

Recommendation/Motion:

Approve the attached Water Service Agreement between the Coastside County Water District and Sara B. Clover and Jeremy D. Clover, Trustees of the Sarah and Jeremy Clover Living Trust, by and through their attorney-in-fact, Ernest J. Polati III, and Coastside Estates LLC for construction of a pipeline extension along Seymour Street in Half Moon Bay.

Background:

The attached Water Service Agreement provides for construction of a water utility system that will serve 555, 565 and 575 Seymour Street in Half Moon Bay. The Project consists of approximately 245 linear feet of 8" diameter ductile iron pipeline.

Fiscal Impact:

None. All costs for engineering review, construction inspection, meter installation, administrative support, and other District activities associated with providing water service for the subdivision are paid by the applicant.



WATER SERVICE AGREEMENT

555/565/575 SEYMOUR STREET NON-COMPLEX PIPELINE EXTENSION PROJECT

THIS AGREEMENT is made as of this ____ day of _____, 2025, between COASTSIDE COUNTY WATER DISTRICT ("District"), and SARAH B. CLOVER AND JEREMY D. CLOVER, TRUSTEES OF THE SARAH AND JEREMY CLOVER LIVING TRUST, by and through their attorney-in-fact, ERNEST J. POLATI III, and COASTSIDE ESTATES LLC (collectively, the "Applicant").

THE PARTIES AGREE AS FOLLOWS:

1. RECITALS

This Agreement is entered into with regard to the following facts and circumstances.

A. District is a public corporation organized under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water for domestic purposes within San Mateo County.

B. Sarah B. Clover and Jeremy D. Clover, Trustees of the Sarah and Jeremy Clover Living Trust are the current owners ("Property Owners") of real property located within the geographic limits of the District known as 555 Seymour Street (APN 064-342-360) Half Moon Bay, in the County of San Mateo, State of California, which is shown on Exhibit A.

C. By the Power of Attorney – Special, recorded on June 11, 2021, with the County of San Mateo Assessor-County Clerk-Recorder, 2021-089932, which is attached as Exhibit B, the Property Owners appointed Ernest J. Polati, III as their attorney-in-fact in connection with the provision of water service to 555 Seymour Street, including the relocation of the existing water meter and entering into this Agreement.

D. Applicant, Coastsides Estates LLC, also owns two parcels adjacent to the Property (APN 064-342-370 and APN 064-342-380), as shown on Exhibit C, and it will be necessary to provide water service to those two parcels as they are developed. APN 064-342-360, APN 064-342-370, and APN 064-342-380 are collectively, the "Property."

E. Parcel 064-342-360 (555 Seymour Street) is developed and has an existing 5/8-inch water meter with a $\frac{3}{4}$ " service assigned to 064-342-360. The location of this meter is on Magnolia Street. This main line extension is required so that the meter can be relocated from Magnolia Street to Seymour Street and conform with current District standards and regulations. The existing non-conforming water service on Magnolia Street will be abandoned.

F. Applicant has purchased, and has the right to install, one five-eighth inch (5/8") Non-priority water connection assigned to APN 064-342-370 (565 Seymour Street) and one five-eighth inch (5/8") Non-priority water connection assigned to APN 064-342-380 (575 Seymour Street).

G. Applicant has obtained all permits and approvals necessary to construct a single-family residence on APN 064-342-370 and a single-family residence on APN 064-342-380, and to relocate the existing 5/8-inch water meter from Magnolia Street to 555 Seymour Street (the "Project").

H. Applicant has requested the installation of the following: (1) an eight-inch diameter ductile iron pipeline extension approximately two hundred and forty-five (245) feet in length; (2) three, three quarter ($\frac{3}{4}$) inch domestic services; and two one-inch fire service connections; and (3) all related appurtenances (collectively, the "Project Utility System").

2. APPROVAL OF PROJECT UTILITY SYSTEM

The Project Utility System, as defined below, shown on and described in the plans prepared by Sigma Prime Geosciences, Inc., dated February 26, 2025 (collectively, the "reviewed submittal documents") have been approved by Jonathan Sutter P.E. (of EKI), Consulting District Engineer. Copies of the reviewed submittal documents are incorporated herein by this reference as Exhibit D. The Project Utility System includes the requirements specified in the District's request for a waiver for crossing beneath a storm drain pipeline from the State Water Resources Control Board Division of Drinking Water (SWRCB DDW), and the SWRCB DDW approval of the waiver, as set forth in the documents that are incorporated as Exhibit E.

"Project Utility System" means the water mains, service lines, fittings, valves and housing thereof, fire hydrant, manholes, and all appurtenances thereto, as depicted and

described in the reviewed submittal documents. The Project Utility System does not include the water mains on the Applicant side of the meter or the backflow prevention devices, all of which will be owned and maintained by Applicant.

3. INSTALLATION

A. Applicant shall commence installation of the Project Utility System no later than three (3) months, subject to extension for force majeure events not the fault of Applicant, after the date of this Agreement and shall complete its installation within twelve (12) months after the date of this Agreement. If installation is not commenced or completed by such dates, the District may terminate this Agreement, unless the delay is solely attributable to events, such as fire, flood or earthquake, which are beyond the control of, and not the fault of, Applicant.

B. Applicant shall install the Project Utility System in accordance with (1) the location and sizes shown on the reviewed submittal documents identified in Section 2; (2) the District's "Standard Specifications and Construction Details," a copy of which has previously been furnished to Applicant; and (3) the further reasonable directions of the District Engineer.

C. Applicant shall obtain an encroachment permit from the City of Half Moon Bay specific to the Project Utility System. Encroachment permit will not contain items not related to the Project Utility System.

4. SUBMITTAL OF PROPOSAL FOR REVIEW AND APPROVAL BY DISTRICT.

Applicant is responsible for obtaining a proposal for construction of the Project from a licensed, qualified contractor to construct the Project ("Proposal"). The contractor shall possess a valid California Contractor's License (Class A or C34). The contractor shall have satisfactorily completed construction of a minimum of 5 similar pipeline projects, and shall, if requested, submit a list of these projects together with the telephone number of the owner's representative who can be contacted regarding the work. Prior to commencement of construction, Applicant shall furnish a copy of the Proposal, along with evidence satisfactory to the District that the

contractor possesses the necessary license and experience to construct the Project Utility System.

5. INSPECTION; CONSTRUCTION

A. Prior to commencing construction, Applicant shall furnish to the District Engineer, at Applicant's expense, a report by a competent soils engineer or soils laboratory indicating that the compaction of the fills within which said facilities are to be installed is at least equal to ninety-five percent (95%) compaction, as that phrase is defined in the latest edition of the Standard Specifications, State of California, Department of Transportation, or meets such other criteria as the District Engineer may prescribe.

B. Applicant shall notify District in writing at least ten (10) days in advance of the proposed starting date for construction and shall not commence construction unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. District agrees to make the District Engineer or other authorized District inspector available to be on site, provided the ten (10) days advance notice is given by Applicant. If construction is not continuous, District shall be notified at least forty-eight (48) hours in advance of the resumption of construction. Any work performed without notice to District may be rejected by District on that ground alone. The District Engineer will observe and inspect facilities solely to protect the interests of the District and to determine whether the completed work is acceptable to District and can be incorporated into the District system. The District does not assume thereby any responsibility for the operations or safety practices of Applicant. Applicant is responsible for correct location of all facilities which it installs. The District Engineer will not inspect facilities installed "downstream" of the individual meter boxes.

C. Applicant shall permit District's employees and authorized representatives to inspect the Project Utility System, and the plans and materials therefore, at any reasonable time before, during, or after installation.

D. Applicant shall repair at its expense (or, at the option of District, shall reimburse District for the actual cost of repairs effected by it) any damage to District property caused by Applicant, its agents, employees, or contractors in constructing the Project Utility System.

6. PAYMENT OF FEES AND CHARGES

The Applicant will pay applicable fees and charges as follows:

A. Transmission and Storage Fees. None Due. Parcel 064-342-360 is already developed, and no additional capacity is required at this time. Applicant has previously paid for transmission and storage fees for a five-eighth inch (5/8") non-priority water service connection for both APN 064-342-370 and 064-342-380.

B. Water Meter and Water Meter Installation Fees. None Due. Applicant will be billed separately for actual cost of the required meters at the time of the building permitting plan review and meter installation for each parcel, including relocation and reinstallation for the installed meter for 555 Seymour Street.

C. Initial Filing Fee. None due. The District acknowledges receipt of a non-refundable initial filing fee in the amount of \$500.

D. Plan Check and Construction Inspection Fees. Concurrently with the execution of this Agreement, Applicant will pay a deposit in the amount Ten Thousand Dollars and no cents (\$10,000.00), which is the amount due for the District staff and Engineer's costs in reviewing final plans, inspecting the construction of the Project Utility System, modifications of water system maps, and administrative, legal, and auditing costs. A final accounting will be performed prior to acceptance of the Project Utility System. Applicant shall pay additional fees if the deposit does not cover District costs for providing these services.

E. Total Payment Due with Agreement. The total payment due concurrently with the execution of the Agreement shall be Ten Thousand Dollars (\$10,000.00), which represents the sum of fees listed in paragraphs A, B, C and D above.

7. BONDS

Prior to commencement of construction, Applicant shall furnish to District the following bonds:

A. A Payment Bond in the amount of 100% of the Proposal amount, to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

B. A Performance Bond in the amount 100% of the Proposal amount, to guarantee faithful performance of the terms of this Agreement; and

C. A Maintenance Bond in the amount of 10% of the Proposal amount, to guarantee against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the Project Utility System by District.

The bonds shall be in a form satisfactory to District. The surety or sureties must be qualified to do business in California. If any of the sureties, in the sole opinion of District, is or becomes irresponsible, District may require other or additional sureties which Applicant shall furnish to the satisfaction of District within ten (10) days after notice from District. In default thereof, District shall be released from all obligations under this Agreement. No prepayment or delay in payment and no change, extension, addition, or alteration or any provision of this Agreement or in the approved submittal documents referred to in Section 2, above, and no forbearance or acceptance by or on the part of District shall operate to release any surety from liability on a bond.

8. INDEMNITY

A. District shall not be responsible or held liable in any manner whatsoever for any injury or damage which may be done to any person or property (or other loss or liability) arising from the performance or failure to perform the obligations set forth in this Agreement and the installation of the Project Utility System by or on behalf of Applicant.

B. Applicant, on its behalf and on behalf of its successors in interest, hereby agrees to waive any claims against District arising from or related to the events and activities described in Subsection A, above, and to indemnify, defend and hold harmless the District, its directors, officers, employees, and agents from and against any and all liability for the death of or injury to any person and for the loss of, or damage to, any property (including the loss of its use) which may arise from such events and activities. The agreements contained in this paragraph shall survive the performance of the remainder of this Agreement and shall remain in full force and effect notwithstanding such performance.

9. INSURANCE

A. Applicant or its construction contractor shall, at its cost, maintain in full force and effect during the period beginning with commencement of construction of the Project

Utility System and terminating no earlier than thirty (30) days after completion thereof and approval by District for its connection with the District's distribution system, a policy or policies of liability insurance, as follows:

1. General Liability - Commercial General Liability (CGL) - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least five million dollars (\$5,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to Coastsides County Water District) or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability - Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.

3. The General Liability and Automobile Liability policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by reason of acts done or omitted to be done as a result of the installation of the Project Utility System by or on behalf of Applicant and shall further insure District against any and all costs and expenses, including attorney's fees, which District may incur in resisting any claim which may be made against District for any such injury or damage.

B. Each such policy shall:

1. be issued by an insurance company or companies qualified to do business in California and approved in writing by District;

2. name District, its Directors, officers, agents and employees, as additional insureds;

3. specify that it acts as Primary Insurance; the insurer being liable thereunder for the full amount of any loss up to and including the total limit of liability without right of contribution from any insurance effected by District;

4. provide that the policy shall not be cancelled or altered without thirty (30) days' prior written notice to District (or Applicant shall provide this written notice to the District); and

5. Otherwise be in form reasonably satisfactory to District.

- 4 Workers' Compensation Insurance -. The Contractor shall provide workers' compensation coverage as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. Waiver of Subrogation (also known as Transfer of Rights of Recovery Against Others to Us): The Contractor hereby agrees to waive rights of subrogation to obtain endorsement necessary to affect this waiver of subrogation in favor of the Coastside County Water District, its directors, officers, employees, and authorized volunteers, for losses paid under the terms of this coverage which arise from work performed by the Named Insured for the Coastside County Water District; this provision applies regardless of whether or not the Coastside County Water District has received a waiver of subrogation from the insurer. In addition, the policy shall provide that the policy shall not be cancelled or altered without thirty (30) days' prior written notice to District (or Applicant shall provide this written notice to the District).
- 5 Copies of all policies required above (or Certificates of Insurance satisfactory to District) shall be delivered to District at least ten (10) days prior to commencement of construction of the Project Utility System.

10. SIZING OF INTERIOR PLUMBING; WATER PRESSURE

A. Applicant acknowledges that the District's system in the area of the Project meets the District's minimum water pressure requirements, but is subject to low water pressure conditions. District recommends that Applicant consider the low water pressure conditions in designing the interior plumbing of Project residences. It is Applicant's responsibility to ensure sufficiency of water flow and pressure at all fixture units in each residence; District shall have no responsibility to inspect the installation of interior plumbing fixtures or piping.

B. Applicant agrees to inform the future owners and occupants of the Project of the low water pressure conditions that exist at the Project and to advise future owners and occupants of the Project that installing additional or larger water fixtures may reduce the already low water pressure condition.

11. CONVEYANCE OF TITLE TO PROJECT UTILITY SYSTEM

Full right, title and interest in and to all elements of the Project Utility System installed pursuant hereto will be granted to District upon written notice of acceptance thereof by District and without the necessity for any further action by Applicant. There shall be no obligation upon District to pay or reimburse to Applicant any part of the cost of Project Utility System. Applicant warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics and materialmen liens that could arise from construction of the Project Utility System, charges and encumbrances whatsoever. The water meters described in Section 2, above, are and will remain the property of District.

12. ACCEPTANCE BY DISTRICT

District shall accept the Project Utility System when all of the following conditions have been met: (1) completion of the Project Utility System; (2) certification by Superintendent and or District Engineer upon completion that the Project Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence that it has paid all costs incurred in constructing the Project Utility System; (4) certification that the district has completed all required final inspections for 555 Seymour, 565 Seymour and 575 Seymour; (5) performance by Applicant of all of its obligations under this Agreement which are to be completed prior to acceptance of the Project Utility System, including payment of all sums due the District; and conveyance of all easements; and (6) furnishing by Applicant of one electronic set of drawings of the completed improvements showing "as-built" conditions.

Upon acceptance, and payment for the cost of meter installation, District shall provide water utility service to the Project.

Upon acceptance, Applicant shall be relieved of all future obligation to maintain the Project Utility System, subject to its obligation to repair defects, which obligation is secured

by the maintenance bond provided for in Section 7.C., for the duration of the term of such bond (i.e., two years after acceptance).

13. EXECUTION AND PERFORMANCE OF AGREEMENT

Execution of this Agreement is a condition precedent to issuance by District of any letters, approvals, consents, or communications to any state, municipal, local or other public bodies regarding the availability of water service to the Property from the Project. Full performance of and compliance with each and every term of this Agreement by Applicant is a condition precedent to water service by District.

14. DISTRICT REGULATIONS

Applicant shall at all times abide by and faithfully observe any and all District ordinances, resolutions, rules and regulations presently in effect, including current fee schedules, or which may hereafter be enacted or amended from time to time, including but not limited to *Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials* (codified through Resolution No. 2003-11, March 2004), a copy of which has previously been furnished to Applicant.

15. ASSIGNMENT

Applicant's rights under this Agreement may be assigned only in connection with a sale or conveyance of the Property. No such assignment shall be valid or binding on the District unless the assignee executes a written instrument, in form and substance satisfactory to District, assuming all of Applicant's obligations under this Agreement, which have not been fully performed as of the date of assignment. Such assignment shall not release Applicant from any of its obligations to District under this Agreement.

This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors and permitted assigns. If the Applicant or a permitted successor or assign shall disincorporate, forfeit its articles or right of incorporation, or otherwise fully terminate without a successor or assign, District shall as of the date of disincorporation, forfeiture or termination own the Project Utility System free and clear of any obligation to any party.

16. NOTICE

Any notice required by this Agreement shall be satisfied by a notice in writing, either delivered personally or sent by regular or certified mail, postage prepaid, and addressed as follows:

District: Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
Attention: Mary Rogren, General Manager

Applicant: Coastside Estates LLC
Ernest J. Polati III
577 Rocky Way
Woodside, CA 94062

17. CONSTRUCTION OF AGREEMENT

Both parties have participated in preparing this Agreement. This Agreement shall be construed reasonably and not in favor of or against either party hereto on the grounds that one party prepared the Agreement.

18. ENTIRE AGREEMENT

This Agreement, including the Exhibits which are hereby incorporated by reference, contains the entire agreement between the parties hereto. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist.

19. APPLICABLE LAW

This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California. Except as expressly provided for herein, this Agreement is not intended to, and does not, modify the District's rights to exercise the legislative discretion accorded to it by the laws of California. Any lawsuit related to this Agreement shall be commenced and prosecuted in the County of San Mateo, State of California.

20. AMENDMENT

Any amendment hereof, including any oral modification allegedly supported by new consideration, shall not be effective unless reduced to a writing signed by both parties.

21. AUTHORIZED SIGNATURE

The individuals whose names are subscribed to this Agreement represent that they are authorized to act on behalf of the party for whom they sign.

22. TIME

Time is of the essence of the Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

DISTRICT:

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary to the District

APPLICANTS:

SARAH B. CLOVER AND JEREMY D. CLOVER, TRUSTEES OF THE SARAH AND JEREMY CLOVER LIVING TRUST

By: _____

Ernest J. Polati III, Attorney-in-Fact for

Sarah B. Clover and Jeremy D. Clover, Trustees of the Sarah and Jeremy Clover Living Trust

COASTSIDE ESTATES LLC

By: _____

Ernest J. Polati, Jr., Trustee of the Survivor's Trust created under The Polati 1996 Trust dated January 3, 1996

By: _____

Ernest J. Polati, III, Trustee of the Polati Trust dated July 29, 2009

By: _____

Ryan E. Whelen

EXHIBIT A

DRAFT



EXHIBIT B

DRAFT

RECORDING REQUESTED BY:

Charles H. Rible, Esq.

WHEN RECORDED MAIL TO:

Charles H. Rible, Esq.
3130 La Selva Street, Suite 307
San Mateo, CA 94403

2021-089932 CONF

10:42 am 06/11/21 PA Fee: 104.00

Count of pages 5

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



PARCEL A OF PARCEL MAP RECORDED
JUNE 4, 2021, IN VOLUME 85 OF PARCEL MAPS,
PAGES 92-93, FILE NO. 2021-900061,
OFFICIAL RECORDS OF SAN MATEO COUNTY.
(FKA: A PORTION OF 064-342-350)

(Space above for Recorder's Use Only)

POWER OF ATTORNEY – SPECIAL

We, the undersigned, who reside at 555 Seymour Street, Half Moon Bay, California, hereby appoint Ernest J. Polati, III of Woodside, San Mateo County, State of California, as our attorney-in-fact to act in our name, place and stead to do the following:

- To apply for and obtain permits related to water, gas, electric, sanitary sewer and stormwater treatment matters for our property;
- To execute, notarize and deliver any documents reasonably required by the City of Half Moon Bay, Coastsides County Water District, or PG&E, related to the development of real property, or relocation of services, on Seymour Street, Half Moon Bay, California owned, or previously owned by Coastsides Estates LLC, or its affiliated members;
- To make, do, and transact all and every kind of business of whatever nature and kind whatsoever for us and in our name to allow Coastsides Estates LLC, or its affiliated members, to complete the development of its real property, or the relocation of services, on Seymour Street, Half Moon Bay, California.

We further grant to our attorney in fact full authority to act in any manner both proper and necessary to the exercise of the foregoing powers, including the full power of substitution and revocation, and ratify every act that he may lawfully perform in exercising those powers.

This power of attorney is required for Coastside Estates LLC, or its affiliated members, to complete improvements, or the relocation of services, to our real property and the other real property owned by Coastside Estates LLC, or its affiliated members, on Seymour Street, Half Moon Bay, California. This power of attorney is coupled with an interest and it is irrevocable and we remove all right to revoke it or to appoint another person to perform the acts referred to in this instrument.

Each and all of the powers herein granted shall be exercised by our attorney-in-fact as to our property at 555 Seymour Street, Half Moon Bay, California, described as set forth in Exhibit A, attached hereto and made a part hereof.

Executed on the date set forth below.

SARAH B. CLOVER AND JEREMY D. CLOVER, TRUSTEES OF THE SARAH AND JEREMY CLOVER LIVING TRUST

BY: 
JEREMY D. CLOVER, TRUSTEE

6/10/21
DATE

BY: 
SARAH B. CLOVER, TRUSTEE

6/10/21
DATE

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

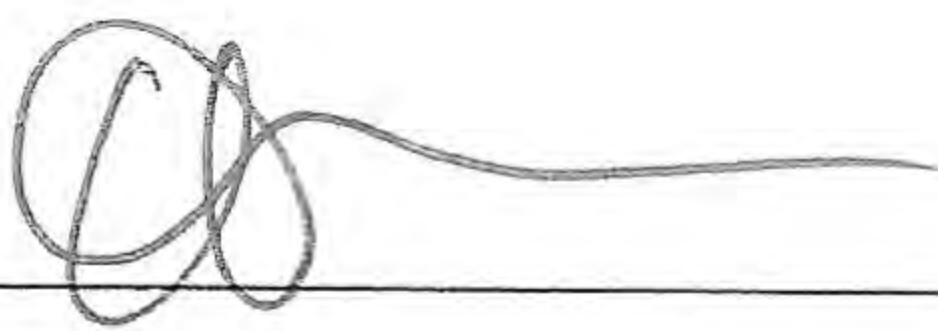
State of California)
County of San Mateo)

On 10th day of June 2021 before me,
James K Han,
(insert name and title of the officer)

Notary Public, personally appeared
Jeremy D. Clover and Sarah B. Clover, who proved to me on the basis of
satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)

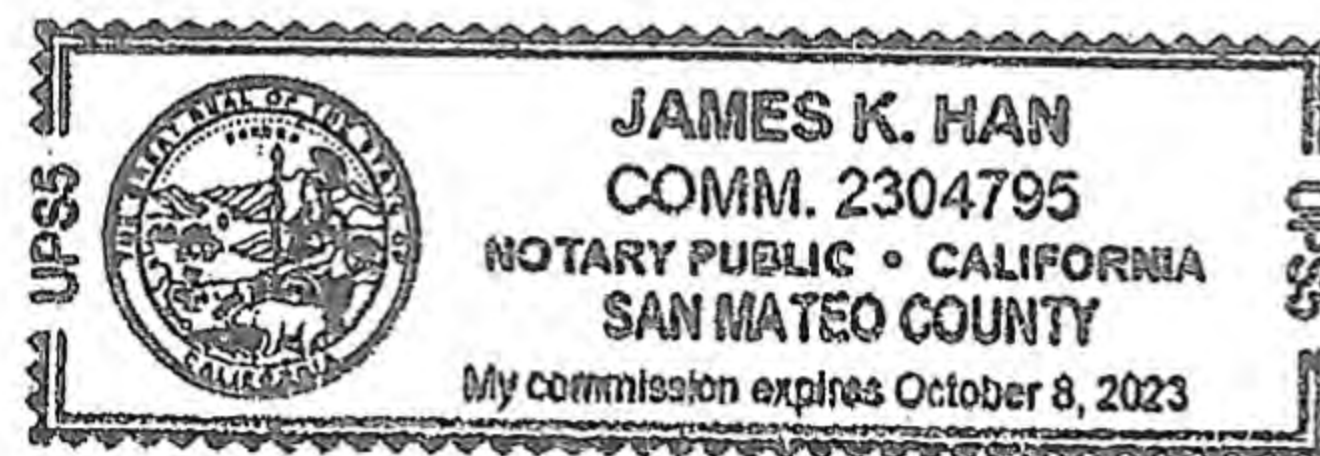


EXHIBIT A

OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR HAVE SOME RIGHT, TITLE OR INTEREST IN AND TO THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN UPON THIS MAP, AND THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO THE MAKING AND RECORDATION OF THE SAID MAP AND HEREBY CONSENT TO THE MAKING AND RECORDATION OF THE SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE DISTINCTIVE BOUNDARY LINES.

WE HEREBY RESERVE THAT AREA SHOWN AS "PRIVATE STORMWATER RUNOFF EASEMENT" ON SAID MAP FOR INSTALLATION AND MAINTENANCE OF STORM DRAIN UTILITIES FOR THE EXCLUSIVE BENEFIT OF PARCELS A-C, INCLUSIVE.

WE ALSO RESERVE THAT AREA SHOWN AS "PRIVATE SEWER EASEMENT" FOR THE INSTALLATION AND MAINTENANCE OF SEWER UTILITIES WITHIN PARCEL B FOR THE EXCLUSIVE BENEFIT OF PARCEL C.

COASTSIDE ESTATES, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, BY:

ERNEST J. POLAT, JR., TRUSTEE OF THE SURVYOR'S TRUST CREATED UNDER THE POLAT 1996 TRUST DATED JANUARY 3, 1996, MANAGING MEMBER

BY: Ernest J. Polat, Jr.

ERNEST J. POLAT, JR., TRUSTEE

DATE 5-17-2021

ERNEST J. POLAT, III, TRUSTEE OF THE POLAT TRUST DATED JULY 29, 2009, MANAGING MEMBER

BY: Ernest J. Polat, III

ERNEST J. POLAT, III, TRUSTEE

DATE 5-17-2021

BY: Ryan E. Whelan

RYAN E. WHELAN, MANAGING MEMBER

DATE 5-17-2021

OWNER'S ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA

COUNTY OF San Mateo

ON May 17, 2021, BEFORE ME, R. DeClerque, Notary Public

PERSONALLY APPEARED

Ernest J. Polat, Jr., Ernest

J. Polat, III and Ryan E

Whelan

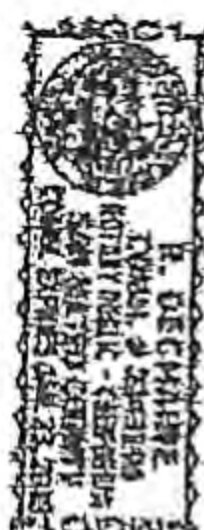
WHO FURNISHED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ASSUMED TO BE THAT HE/SHE/IT/WEY EXERCISED TO THE SAME IN HIS/HER/IT/WEY AUTHORIZED CAPACITY(IES) AND THAT BY HIS/HER/IT/WEY SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXERCISED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL

SIGNATURE: R. DeClerque

NAME: R. DeClerque



SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF THE OWNER IN JANUARY 2021. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY, AND THAT ALL THE MONUMENTS SHOWN HEREON ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

BRYAN G. TAYLOR, L.S. #7551
LICENSE EXPIRES 12/31/2021



DATE 17 MAY 2021

CITY ENGINEER'S STATEMENT

I HAVE EXAMINED THIS MAP AND FOUND IT TO BE TECHNICALLY CORRECT. THE SUBDIVISION AS SHOWN WITHIN IS SUBSTANTIALLY THE SAME AS IT APPEARS ON THE TENTATIVE MAP AND ANY APPROVED ALTERNATIONS THEREOF. THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL HAVE BEEN COMPLIED WITH.

Walter B. Borge
WALTER B. BORGE, P.E. 76723
LICENSE EXPIRES 12/31/2022



DATE 5/21/2021

CITY CLERK'S STATEMENT

I, Jonathan Simon, CLERK OF THE CITY OF HALF MOON BAY, STATE OF CALIFORNIA, HEREBY CERTIFY THAT THE CITY COUNCIL OF SAID CITY APPROVED THE WITHIN MAP ON THE 21 DAY OF May, 2021.

Jonathan Simon
JONATHAN SIMON, CLERK
CITY OF HALF MOON BAY

DATE 5/21/2021

CITY SURVEYOR'S STATEMENT

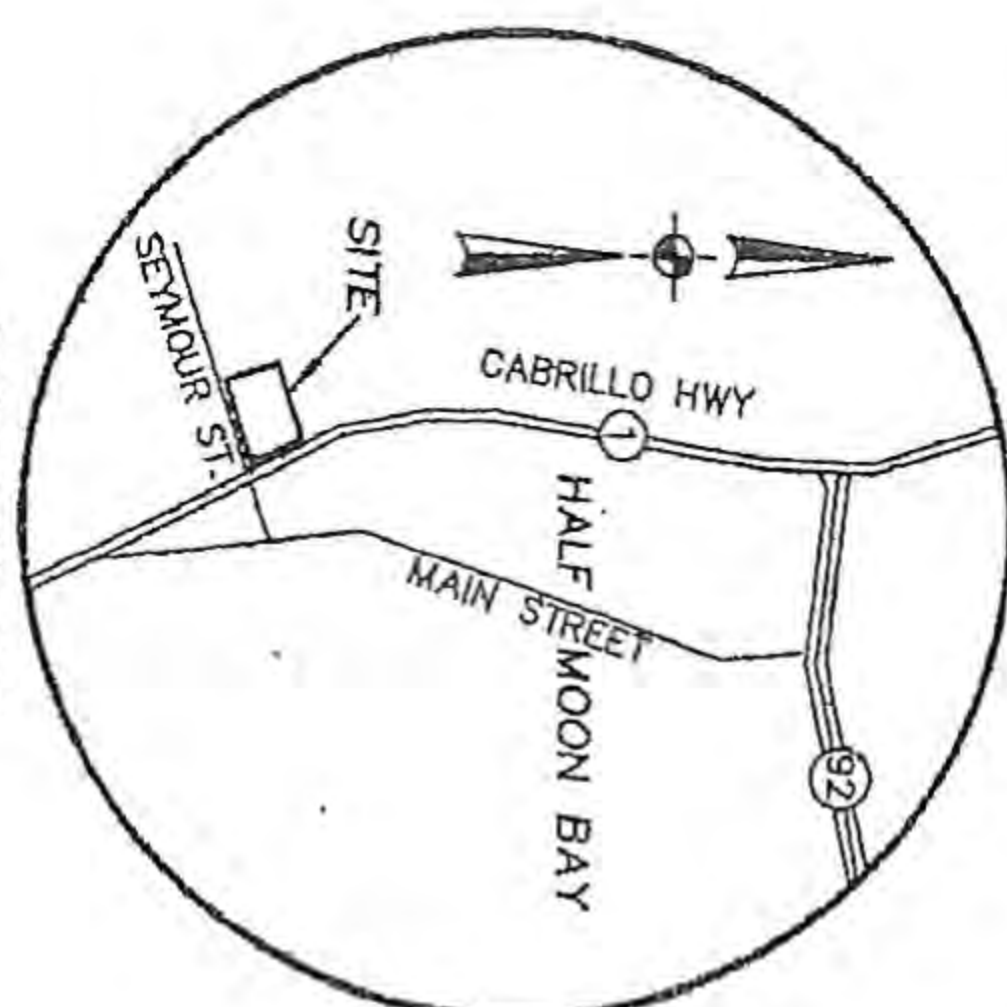
THIS PARCEL MAP HAS BEEN REVIEWED AND FOUND TO BE TECHNICALLY CORRECT AND IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES.

David C. Freyer
DAVID C. FREYER, R.C.E. #20080
CITY OF HALF MOON BAY
LICENSE EXPIRES 12/31/2021



DATE 5-17-2021

VICINITY MAP (NOT TO SCALE)



COUNTY RECORDER'S STATEMENT

FILE NO. 2021-900061 FEE \$86
FILED FOR RECORD THIS 4th DAY OF June, 2021, AT
4:00 PM IN VOLUME 85 OF PARCEL MAPS, AT PAGE(S) 92-93
RECORDS OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AT THE REQUEST OF COASTSIDE ESTATES, LLC.

MARK CHURCH, SAN MATEO COUNTY RECORDER

By: /s/ Minh Nguyen
DEPUTY RECORDER

BASIS OF BEARINGS:

THE BEARING, SOUTH 09°13'00" EAST, OF THE MONUMENTED CENTERLINE OF THIRD AVENUE, AS SHOWN ON THAT CERTAIN RECORD OF SURVEY WHICH WAS FILED FOR RECORD IN VOLUME 26 OF U.S. MAPS PAGE 14 ON MARCH 30, 2004, SAN MATEO COUNTY RECORDS, WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY.

NOTES:

SUBJECT PROPERTY SUBJECT TO TRAFFIC RESTRICTION OVER THE SHOULDER TO HIGHWAY 1 AS SHOWN ON SHEET 2 OF THIS MAP.

SUBJECT PROPERTY SUBJECT TO DEED RESTRICTIONS PER PLANNING COMMISSION RESOLUTION P-20-16 RESOLUTION FOR APPROVAL PGP-20-014, EXHIBIT B, CONDITIONS OF APPROVAL, PASSED NOVEMBER 24, 2020.

A WAIVER OF CLAIMS FOR FREEWAY PEN BOOK 2230 O.R. PAGE 565.

DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF.

PARCEL MAP

BEING A SUBDIVISION OF
THE LANDS OF COASTSIDE ESTATES, LLC
PER DOC. NO. 2018-079894 O.R.
CONSISTING OF TWO (2) SHEETS
HALF MOON BAY SAN MATEO COUNTY CALIFORNIA
SCALE: NONE
SHEET 1 OF 2
MAY 2021



EST LAND SURVEYING

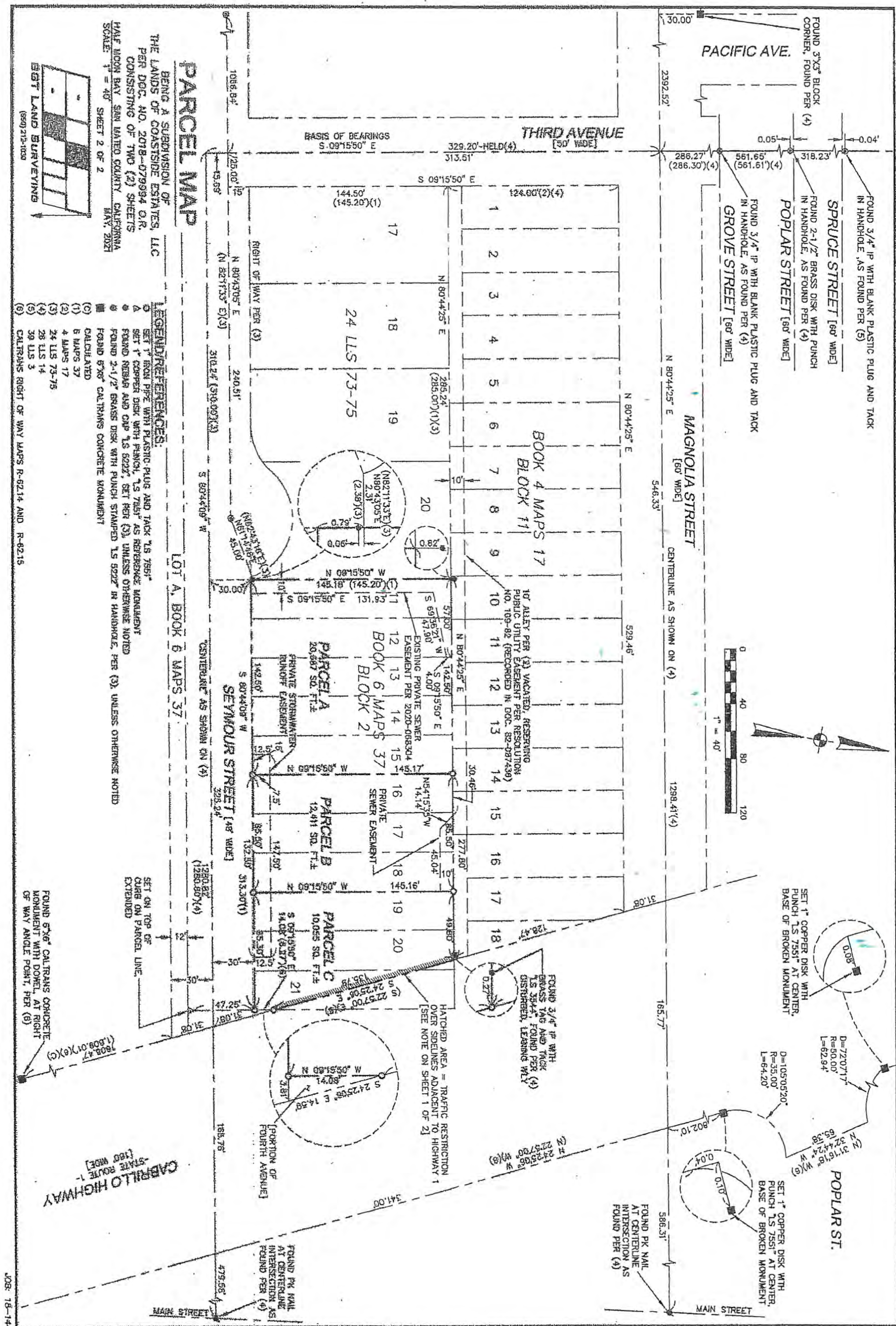


EXHIBIT C

DRAFT




EXHIBIT D

DRAFT

APPROVED ON BEHALF OF COASTSIDE
COUNTY WATER DISTRICT BY:

Jonathan Sutter, P.E.
Consulting District Engineer
3/3/2025





- LOCATION MAP (Not to Scale)
- ### GENERAL NOTES
1. PLANS PREPARED AT REQUEST OF:
COASTSIDE ESTATES LLC, OWNER
 2. ELEVATION DATUM: NAVD 88
 3. SITE SURVEYED BY BGT LAND SURVEYING, OCT. 2018.
 4. THIS IS NOT A BOUNDARY SURVEY.

LEGEND

- E

EXISTING
- N

NEW OR PROPOSED
- CO

CLEAN-OUT
- EM

ELECTRIC METER
- FF

FINISHED FLOOR ELEVATION
- FH

FIRE HYDRANT
- LP

LAMP POST
- OH

OVERHEAD LINES
- JP

JOINT POLE
- SSMH

SANITARY SEWER MANHOLE
- S

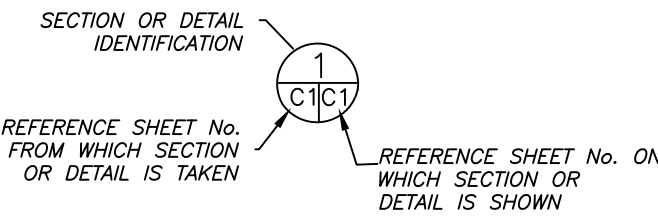
SLOPE
- VIF

VERIFY IN FIELD
- WM

WATER METER
- WV

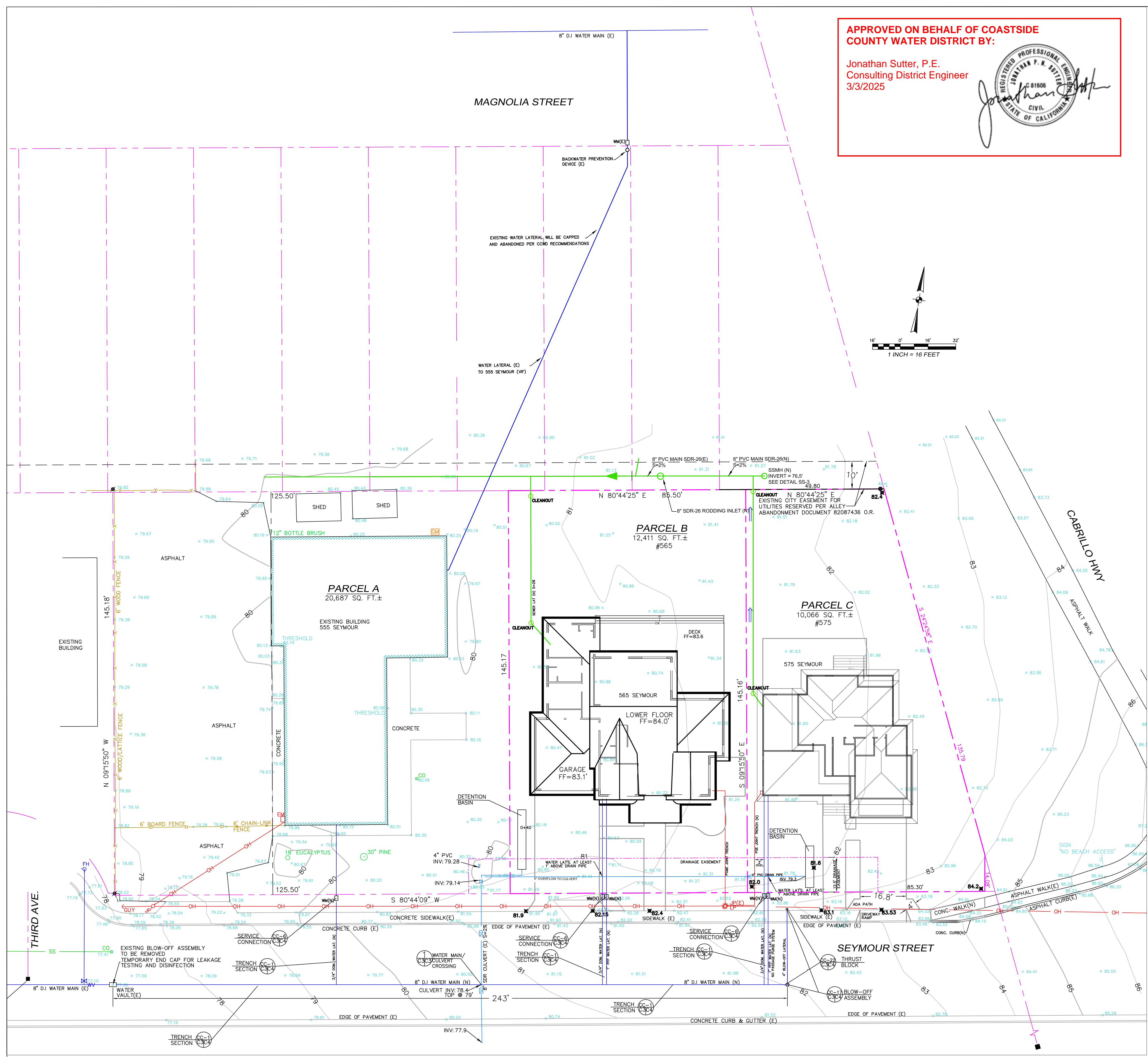
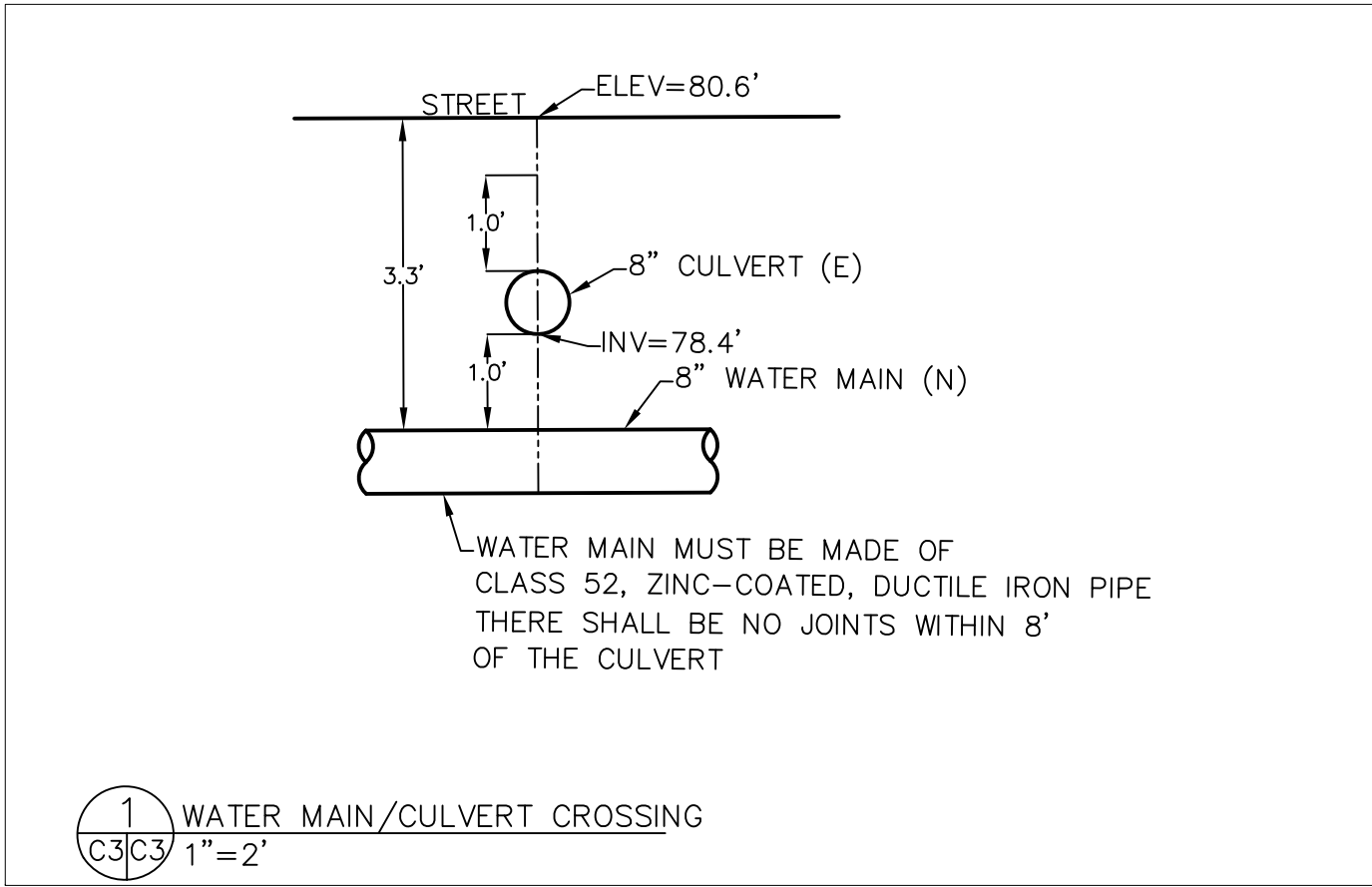
WATER VALVE

SECTION AND DETAIL CONVENTION



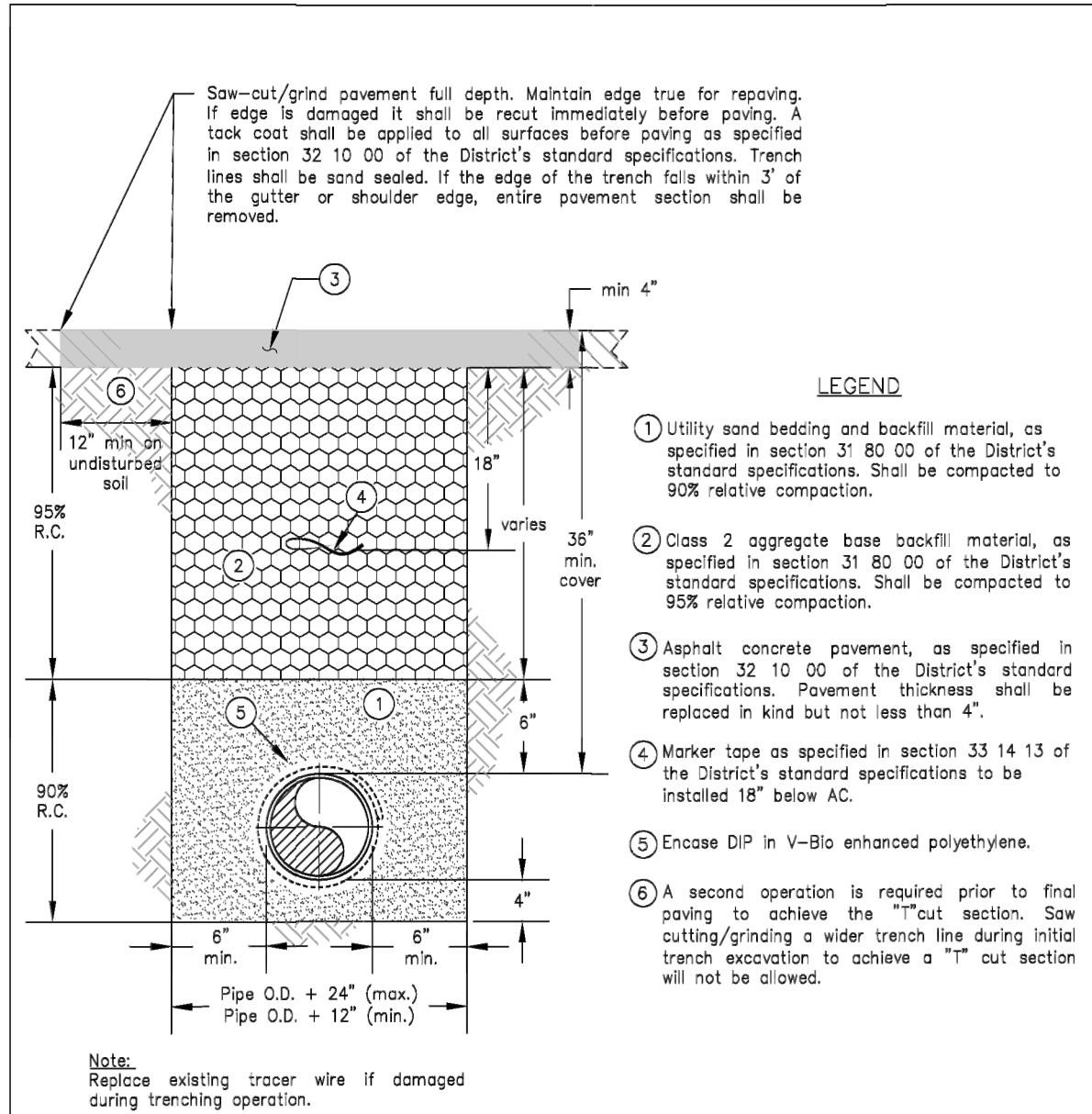
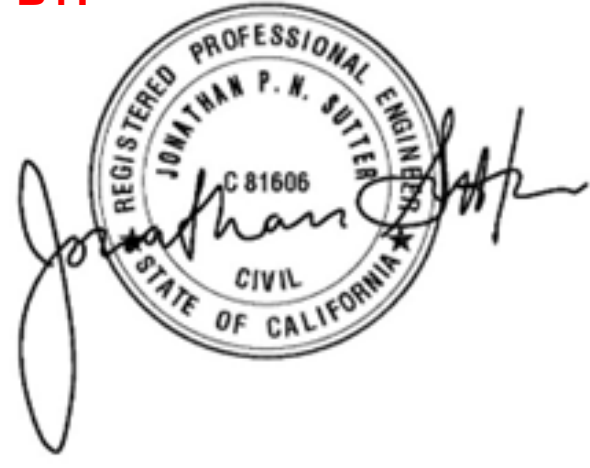
WATER MAIN NOTES

1. THIS PUBLIC WORKS CONTRACT CONSISTS OF, IN GENERAL, CONSTRUCTING 243 FEET LINEAR FEET OF 8 INCH DUCTILE IRON PIPELINE; ONE EIGHT INCH SIZE BLOW-OFF ASSEMBLY AND REMOVAL OF ONE EXISTING EIGHT INCH BLOW-OFF ASSEMBLY; THREE 3/4 INCH SIZE WATER (DOMESTIC) SERVICE CONNECTION; TWO 1" SIZE WATER (FIRE) SERVICE CONNECTION; LEAKAGE TESTING AND DISINFECTION; SURFACE RESTORATION OF UNPAVED TRENCH AREAS; ASPHALT CONCRETE REPAVING OF PAVED TRENCH AREAS AND CLEANUP.
2. WORK SHALL BE IN CONFORMANCE WITH THE CURRENT VERSION OF THE COASTSIDE COUNTY WATER DISTRICT DOCUMENT TITLED "STANDARD SPECIFICATIONS AND STANDARD DRAWINGS".
3. THE CONTRACTOR SHALL OBTAIN A STREET ENCROACHMENT PERMIT FROM THE CITY OF HALF MOON BAY.
4. TYPICAL TRENCH SECTIONS ARE INCLUDED IN THE "STANDARD SPECIFICATIONS AND STANDARD DRAWINGS" DOCUMENT FOR THE VARIOUS TYPES OF EXISTING SURFACE CONDITIONS.
5. WATER METER BOXES SHALL BE LOCATED A MINIMUM OF 10 FEET FROM THE SANITARY SEWER LATERAL, AND A MINIMUM OF 3 FEET FROM ANY OTHER UTILITY LATERALS INCLUDING ELECTRIC, GAS AND COMMUNICATIONS. WATER METER BOXES SHALL NOT BE LOCATED WITHIN A DRIVEWAY AREA.
6. EXISTING WATER LATERAL SERVING 555 SEYMOUR FROM MAGNOLIA STREET WILL BE CAPPED AND ABANDONED PER CCWD RECOMMENDATIONS. THE EXISTING CORPORATION STOP SHALL BE CLOSED AND THE WATER SERVICE SHALL BE DESTROYED AT THE CORPORATION STOP. REMOVE EXISTING METER BOX, CURB STOP, AND BACKFLOW ASSEMBLY. SALVAGE EXISTING METER AND METER BOX LID AND RETURN TO DISTRICT



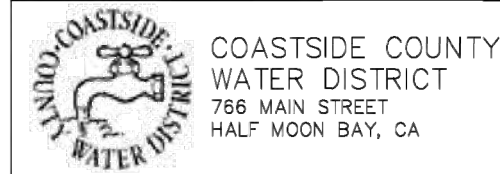
APPROVED ON BEHALF OF COASTSIDE
COUNTY WATER DISTRICT BY:

Jonathan Sutter, P.E.
Consulting District Engineer
3/3/2025



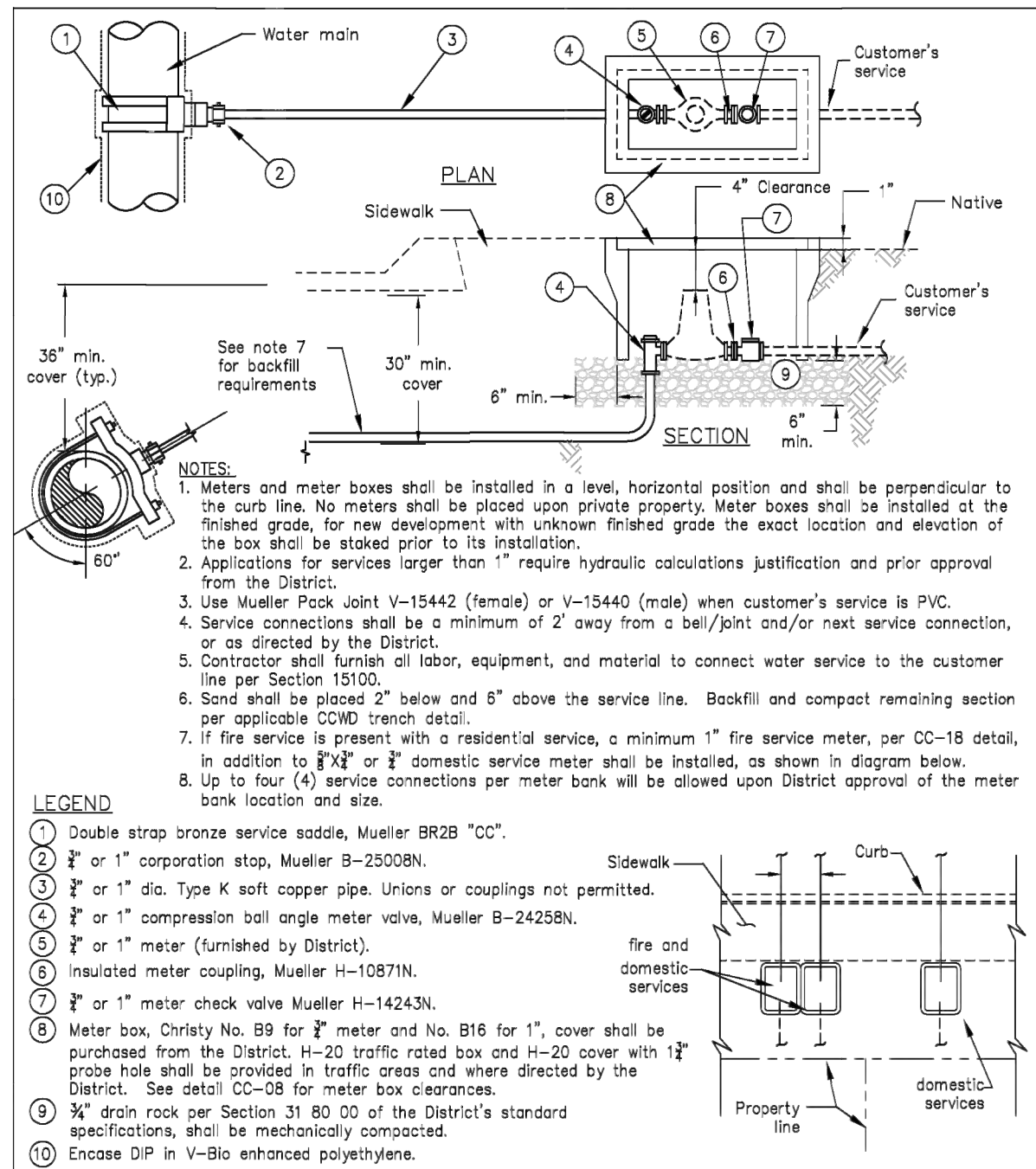
TRENCH SECTION - TYPE A PAVED SURFACES

REV. 05/2018



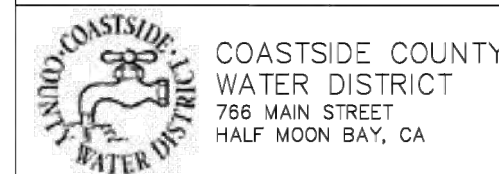
Approved by:
David Dickson, General Manager

STD. NO.
CC-01



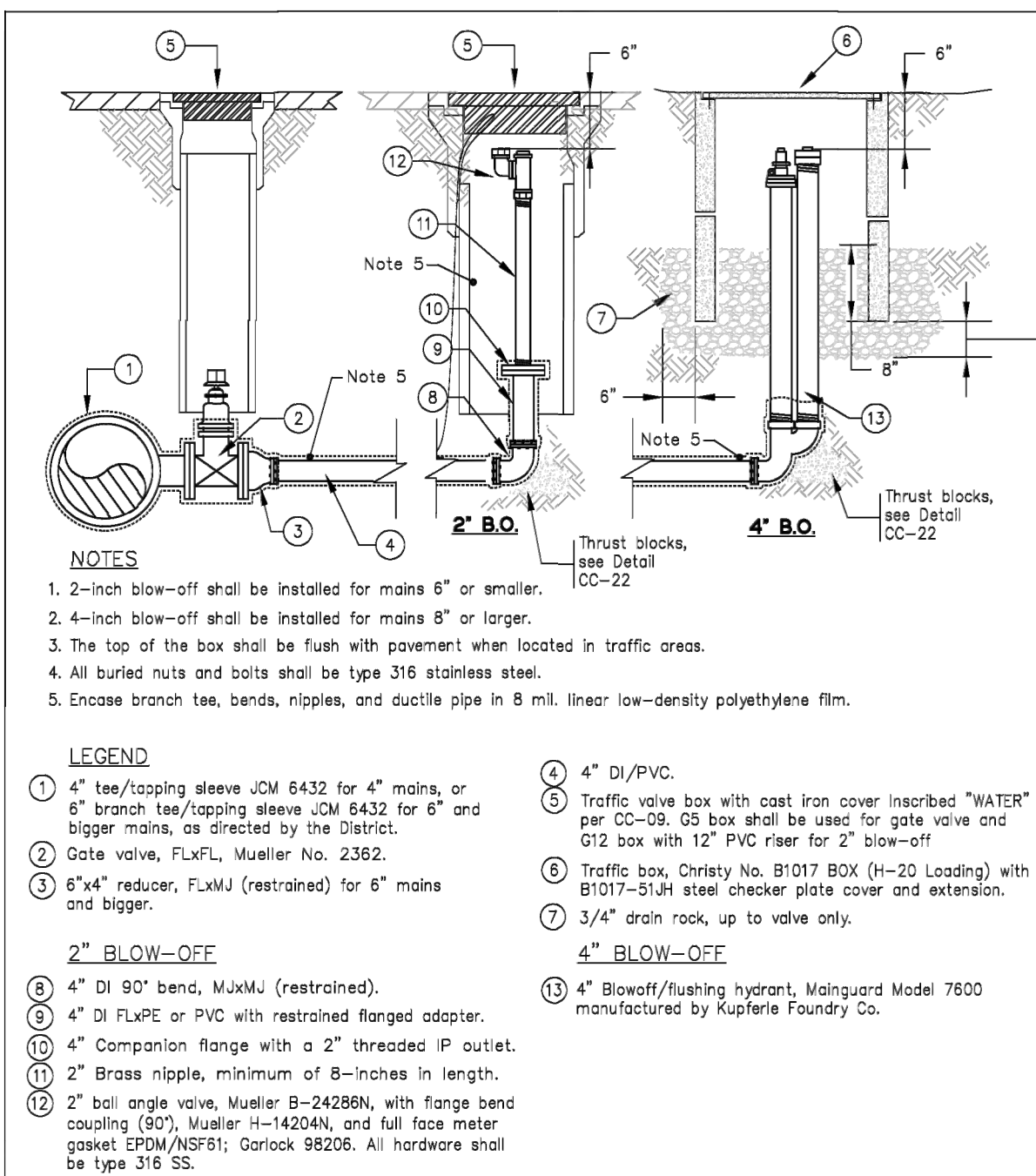
3/4" OR 1" SERVICE CONNECTION

REV. 09/2019
REV. 05/2018



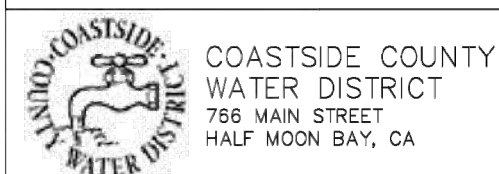
Approved by:
David Dickson, General Manager

STD. NO.
CC-06



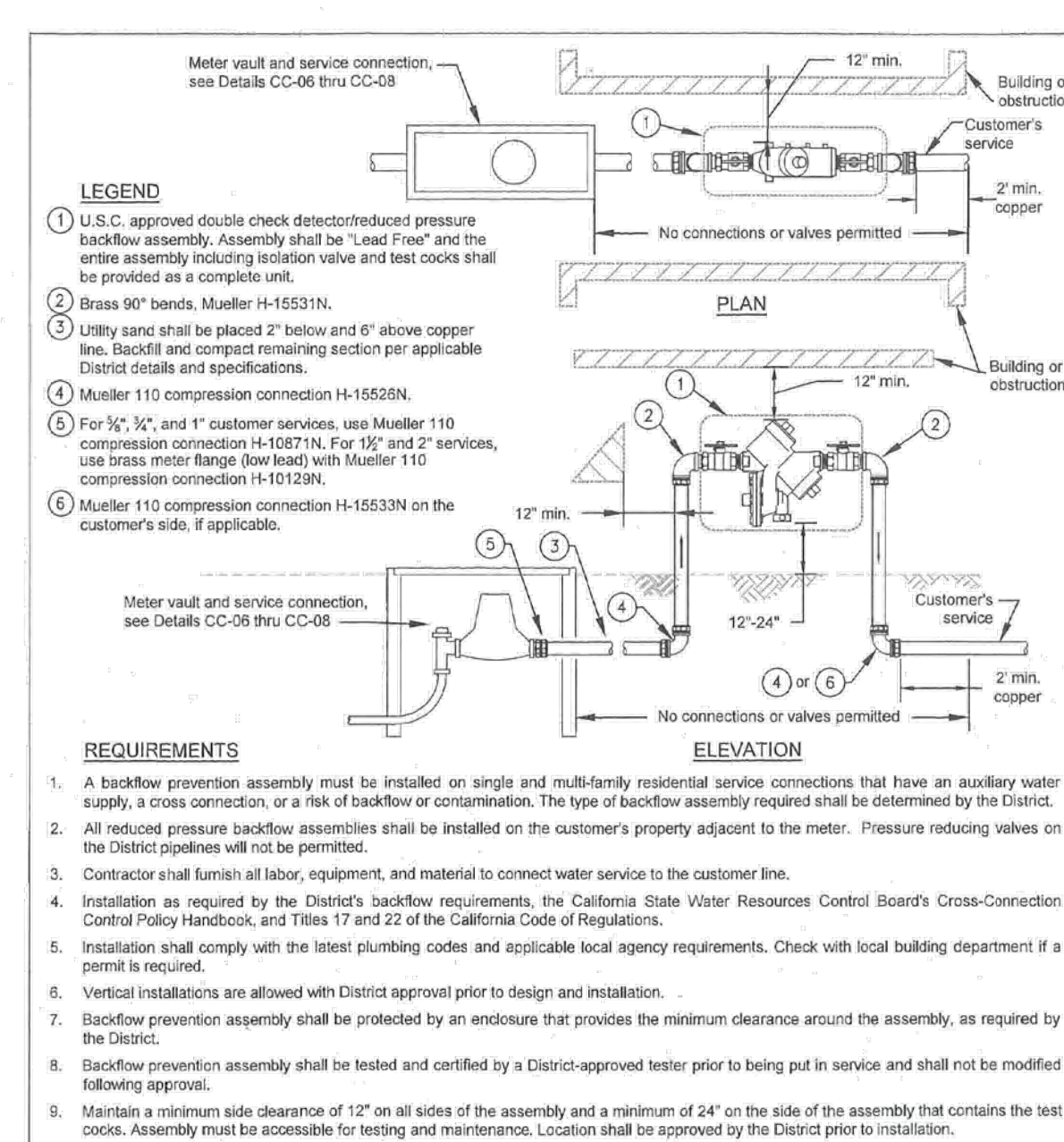
BLOW-OFF ASSEMBLY

REV. 05/2018



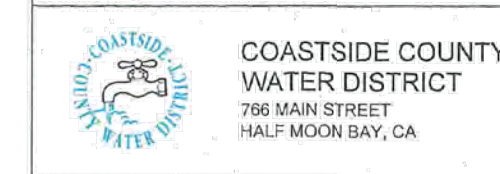
Approved by:
David Dickson, General Manager

STD. NO.
CC-17



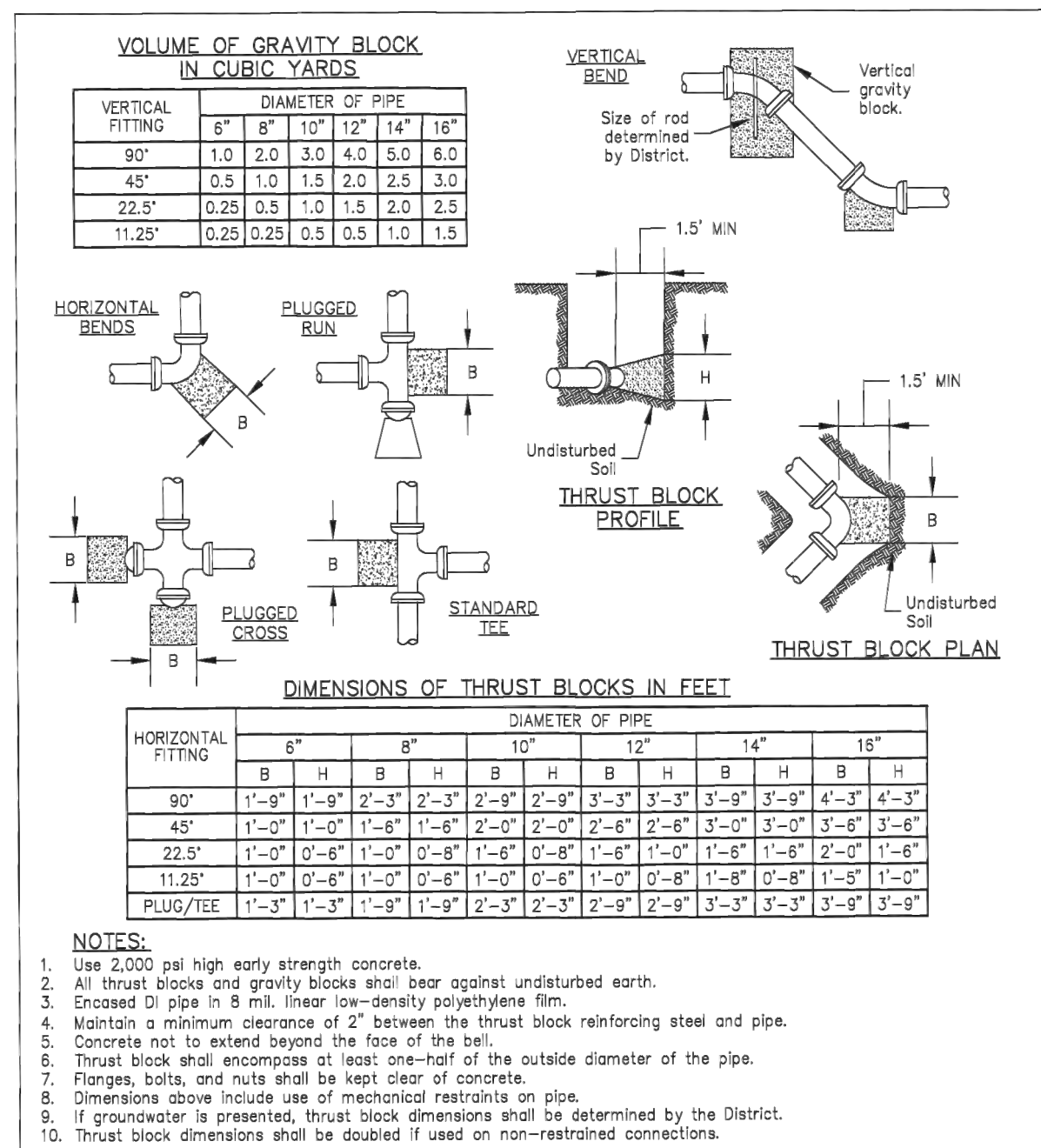
REDUCED PRESSURE OR DOUBLE CHECK BACKFLOW PREVENTION ASSEMBLY (UP TO 2")

Revised 8/2024



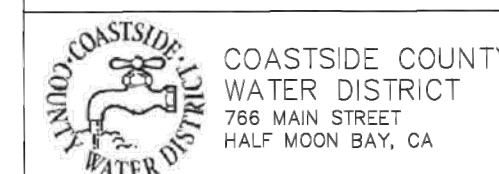
Approved by:
Mary Rogren, General Manager

STD. NO.
CC-18



THRUST RESTRAINT - THRUST BLOCK DETAILS

REV. 05/2018



Approved by:
David Dickson, General Manager

STD. NO.
CC-22

Sigma Prime Geosciences, Inc.

SIGMA PRIME GEOSCIENCES, INC.
332 PRINCETON AVENUE
HALF MOON BAY, CA 94019
(650) 728-3590
FAX: 728-3593

DETAILS

COASTSIDE ESTATES, LLC.
555-565-575 SEYMOUR STREET
HALF MOON BAY, CALIFORNIA

SHEET

C-4

EXHIBIT E

DRAFT

STATE WATER RESOURCES CONTROL BOARD
Division of Drinking Water
Waterworks Standards Main Separation Alternative
Request Checklist

Water System Name/Number: Coastside County Water District #CA4110011

Name of Applicant: COASTSIDE COUNTY WATER DISTRICT

Phone Number and Email Address: (650) 726-4405 gbrazil@coastsidewater.or

Project Name and Location: 555-565-575 Seymour Street

Attach plans or field drawings to show the standard installation and the proposed installation for which the alternative is being requested. (e.g. vertical profile and horizontal alignment, specifications, and other exhibits, as appropriate).

The Waterworks Standards in the California Code of Regulations (CCR) Title 22, Chapter 16, Section 64572 provide separation criteria for new construction. When buried water mains are in close proximity to non-potable pipelines, the water mains are vulnerable to contamination that can pose a risk of waterborne disease outbreaks.

Per CCR Title 22, Chapter 16, Section 64551.100, a water system that proposes to use an alternative to a requirement in Chapter 16 shall: 1) demonstrate to the State Board that the proposed alternative would provide at least the same level of protection to public health; and 2) obtain written approval from the State Board prior to implementation of the alternative. Requests for alternatives to the Waterworks Standards must consist of information outlined in at least four of the attachments below. Information contained in Attachments A, B and E will be required for all alternative requests. Information contained in Attachments C and/or D will also be needed depending on your particular situation. Please review all the attachments and submit the information for your specific project. The information must be submitted to your local Division of Drinking Water District Office for review and approval prior to construction.

Attachment A represents the standard pipe material and construction that would be used if the standard separation criteria can be met by the utility.

Attachment B represents information on the current pipe in the ground that is being crossed by a new pipeline or being paralleled by a new pipeline.

Attachments C and D represent information on the new pipeline being installed. Attachment C is for parallel construction and Attachment D is for crossings.

Attachment E is certification language that is needed to consider the Waterworks Standard alternative application.

Please Note: The information may be submitted using this checklist or another format, but all relevant information must be provided to the Division of Drinking Water District Office for consideration. If multiple crossings or parallel pipelines in multiple locations are part of the application, please indicate in the comments field of the applicable attachment or submittal. Alternatively, the applicant can provide an attachment or separate submittal for each location.

Attachment A (All Cases)

Water System's Standard Pipe Material and Construction Details

Attach the water system's standard pipe specification and construction details to this as Exhibit 1 and describe below.

Liquid Conveyed By New Pipeline:

- ☒ Domestic Water ☐ Raw Water ☐ Recycled Water
☐ Sewer ☐ Force Sewer ☐ Storm Drain
☐ Other (describe) [Click here to enter text.](#)

Nominal Size: 8 inches

Operating Pressure: 50-60 psi or ☐ Gravity flow/atmospheric

Pipe Material: ☒ Ductile Iron ☐ Cast Iron ☐ Welded Steel
☐ HDPE ☐ PVC ☐ Concrete ☐ Clay
☐ Other describe [Click here to enter text.](#)

AWWA Material Designation Code: AWWA 150/151

Pressure Class/Thickness/Coating CLASS 52

Joint Type Construction: ☒ Push On ☒ Restrained ☐ Welded Joints ☐ Fused
☐ Other describe [Click here to enter text.](#)

Depth of Cover: 3-3.3 feet

Comments:

[Click here to enter text.](#)

Attachment B (All Cases)

Existing Pipeline Material – Paralleling or Crossing the Proposed Pipe

List the condition of the existing pipeline being paralleled or crossed.

Liquid Conveyed By Existing Pipeline:

- ☐ Domestic Water ☐ Raw Water ☐ Recycled Water
☐ Sewer ☐ Force Sewer ☒ Storm Drain
☐ Other (describe) [Click here to enter text.](#)

Nominal Size: 8 inches

Operating Pressure: [Click here to enter text.](#) psi or ☒ Gravity flow/atmospheric

Pipe Material: ☐ Ductile Iron ☐ Cast Iron ☐ Welded Steel
☐ HDPE ☒ PVC ☐ Concrete ☐ Clay
☐ Other (describe)

AWWA Material Designation Code: [Click here to enter text.](#)

Pressure Class/Thickness/Coating

Joint Type Construction: ☐ Push On ☐ Restrained ☐ Welded Joints ☐ Fused
☒ Other (describe) UNKNOWN

Length of Project: UNKNOWN

Age/Condition: UNKNOWN

Depth of Cover: 1'7"

Separation from proposed pipeline

Note: all distances are measured from the outside walls of both pipelines.

Vertical: 1' MIN.

Horizontal: NA

Have there been many repairs on the existing pipeline in this area? ☐ Yes ☐ No

If yes, explain: UNKNOWN

Attachment D

Proposed Pipeline Crossing Material and Construction Information

Where the Waterworks Standards cannot be met, it is the responsibility of the water system proposing an alternative to demonstrate that its proposed construction will have at least the "same level of protection to public health" as the minimum separation distances prescribed in the regulations.

Intended Use of New Pipeline: ☒ Distribution ☐ Transmission ☐ Storage
 ☐ Other (describe) [Click here to enter text.](#)

Liquid Conveyed:

☒ Domestic Water ☐ Raw Water ☐ Recycled Water
☐ Sewer ☐ Force Sewer ☐ Storm Drain
☐ Other (describe) [Click here to enter text.](#)

Nominal Size: 8-inches

Operating Pressure: 50-60 psi or ☐ Gravity flow/atmospheric

Pipe Material: ☒ Ductile Iron ☐ Cast Iron ☐ Welded Steel
 ☐ HDPE ☐ PVC ☐ Concrete ☐ Clay
 ☐ Other describe [Click here to enter text.](#)

AWWA Material Designation Code: AWWA150/151

Pressure Class/Thickness/Coating CLASS 52

Joint Type Construction: ☒ Push On ☒ Restrained ☐ Welded Joints ☐ Fused
 ☐ Other describe [Click here to enter text.](#)

Length of Project: 243 LINEAR FEET

Depth of Cover: 3-3.3 FEET

Number of Crossings: 1

Angle of Crossings: 90

Description of crossing pipelines:

The proposed 8-inch DI water pipe crosses a 8-inch PVC storm drain one time in the proposed alignment at a 90 degree angle. At the crossing, the water pipe is proposed to be installed below the storm drain with 1 foot of vertical clearance. As shown in the attached plan in detail 1/C3.

Can the new pipeline be installed in accordance with the Waterworks Standards? If not explain below:

While the proposed pipeline will adhere to the majority of Waterworks Standards, due to the shallow installation of the storm drain pipe the proposed water pipeline will need to cross under the storm drain pipe.

Proposed additional protective measures (*material construction methods, operational considerations, etc.*):

In addition to the proposed pipe being installed with 1' of separation with no joints within 8' of the storm drain pipe, the proposed pipeline will be Special Thickness Class 52 which is thicker and more robust than standard 350 pressure class ductile iron pipe. Also, corrosion protection will meet or exceed recommendations based on the Ductile Iron Pipe Research Association (DIPRA) Design Model (2018) for soil characteristics and other project considerations. These corrosion protection measures include zinc-ion coating and V-Bio polyethylene encasement. Lastly, the water main operates at a relatively high positive pressure while the storm drain is a gravity pipeline which would prevent cross contamination under normal operating conditions.

Attach additional exhibits as necessary

Attachment E Certification

CERTIFYING SIGNATURE:

For consultants, contractors, and developers: attach written concurrence from the governing water system and pipeline owners stating that the selected project alternative is the preferred alternative.

Attached concurrence?: ☐ YES ☒ NO ☐ N/A

I certify that the forgoing information is true and correct to the best of my ability, and that I believe this alternative would provide at least the same level of protection to public health as the minimum separation distances prescribed in the California Waterworks Standards (CCR, Title 22, Section 64572)..



Signature

Mary Rogren, General Manager
March 6, 2025

APPROVED ON BEHALF OF COASTSIDE COUNTY WATER DISTRICT BY:

Jonathan Sutter, P.E.
Consulting District Engineer
3/3/2025



LOCATION MAP (Not to Scale)

GENERAL NOTES

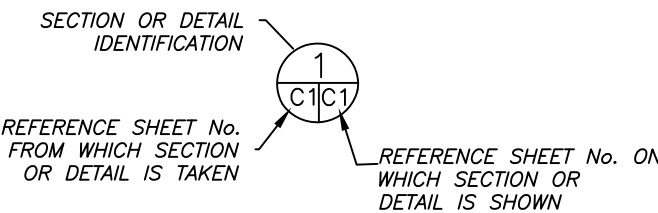
- 1. PLANS PREPARED AT REQUEST OF: COASTSIDE ESTATES LLC, OWNER
- 2. ELEVATION DATUM: NAVD 88
- 3. SITE SURVEYED BY BGT LAND SURVEYING, OCT. 2018.
- 4. THIS IS NOT A BOUNDARY SURVEY.

LEGEND

- E EXISTING
- N NEW OR PROPOSED
- CO CLEAN-OUT
- EM ELECTRIC METER
- FF FINISHED FLOOR ELEVATION
- FH FIRE HYDRANT
- LP LAMP POST
- OH OVERHEAD LINES
- JP JOINT POLE
- SSMH SANITARY SEWER MANHOLE
- S SLOPE
- VIF VERIFY IN FIELD
- WM WATER METER
- WV WATER VALVE

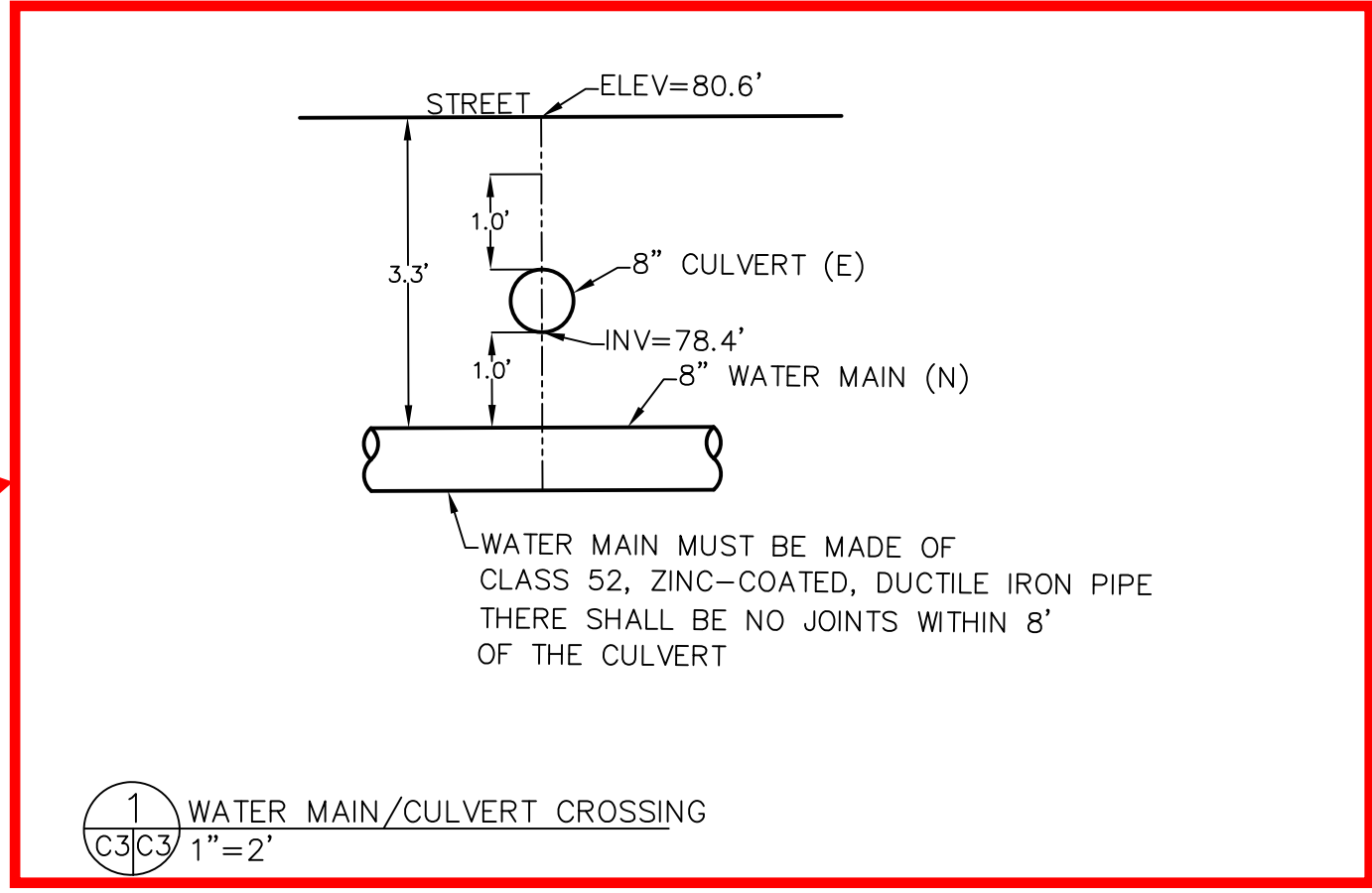
- 81.43 EXISTING SPOT ELEVATION
- 81.4 PROPOSED SPOT ELEVATION
- 4" MIN SOLID PVC DRAIN PIPE

SECTION AND DETAIL CONVENTION



WATER MAIN NOTES

- 1. THIS PUBLIC WORKS CONTRACT CONSISTS OF, IN GENERAL, CONSTRUCTING 243 FEET LINEAR FEET OF 8 INCH DUCTILE IRON PIPELINE; ONE EIGHT INCH SIZE BLOW-OFF ASSEMBLY AND REMOVAL OF ONE EXISTING EIGHT INCH BLOW-OFF ASSEMBLY; THREE 3/4 INCH SIZE WATER (DOMESTIC) SERVICE CONNECTION; TWO 1" SIZE WATER (FIRE) SERVICE CONNECTION; LEAKAGE TESTING AND DISINFECTION; SURFACE RESTORATION OF UNPAVED TRENCH AREAS; ASPHALT CONCRETE REPAVING OF PAVED TRENCH AREAS AND CLEANUP.
- 2. WORK SHALL BE IN CONFORMANCE WITH THE CURRENT VERSION OF THE COASTSIDE COUNTY WATER DISTRICT DOCUMENT TITLED "STANDARD SPECIFICATIONS AND STANDARD DRAWINGS".
- 3. THE CONTRACTOR SHALL OBTAIN A STREET ENCROACHMENT PERMIT FROM THE CITY OF HALF MOON BAY.
- 4. TYPICAL TRENCH SECTIONS ARE INCLUDED IN THE "STANDARD SPECIFICATIONS AND STANDARD DRAWINGS" DOCUMENT FOR THE VARIOUS TYPES OF EXISTING SURFACE CONDITIONS.
- 5. WATER METER BOXES SHALL BE LOCATED A MINIMUM OF 10 FEET FROM THE SANITARY SEWER LATERAL, AND A MINIMUM OF 3 FEET FROM ANY OTHER UTILITY LATERALS INCLUDING ELECTRIC, GAS AND COMMUNICATIONS. WATER METER BOXES SHALL NOT BE LOCATED WITHIN A DRIVEWAY AREA.
- 6. EXISTING WATER LATERAL SERVING 555 SEYMOUR FROM MAGNOLIA STREET WILL BE CAPPED AND ABANDONED PER CCWD RECOMMENDATIONS. THE EXISTING CORPORATION STOP SHALL BE CLOSED AND THE WATER SERVICE SHALL BE DESTROYED AT THE CORPORATION STOP. REMOVE EXISTING METER BOX, CURB STOP, AND BACKFLOW ASSEMBLY. SALVAGE EXISTING METER AND METER BOX LID AND RETURN TO DISTRICT



WATER MAIN EXTENSION PLAN

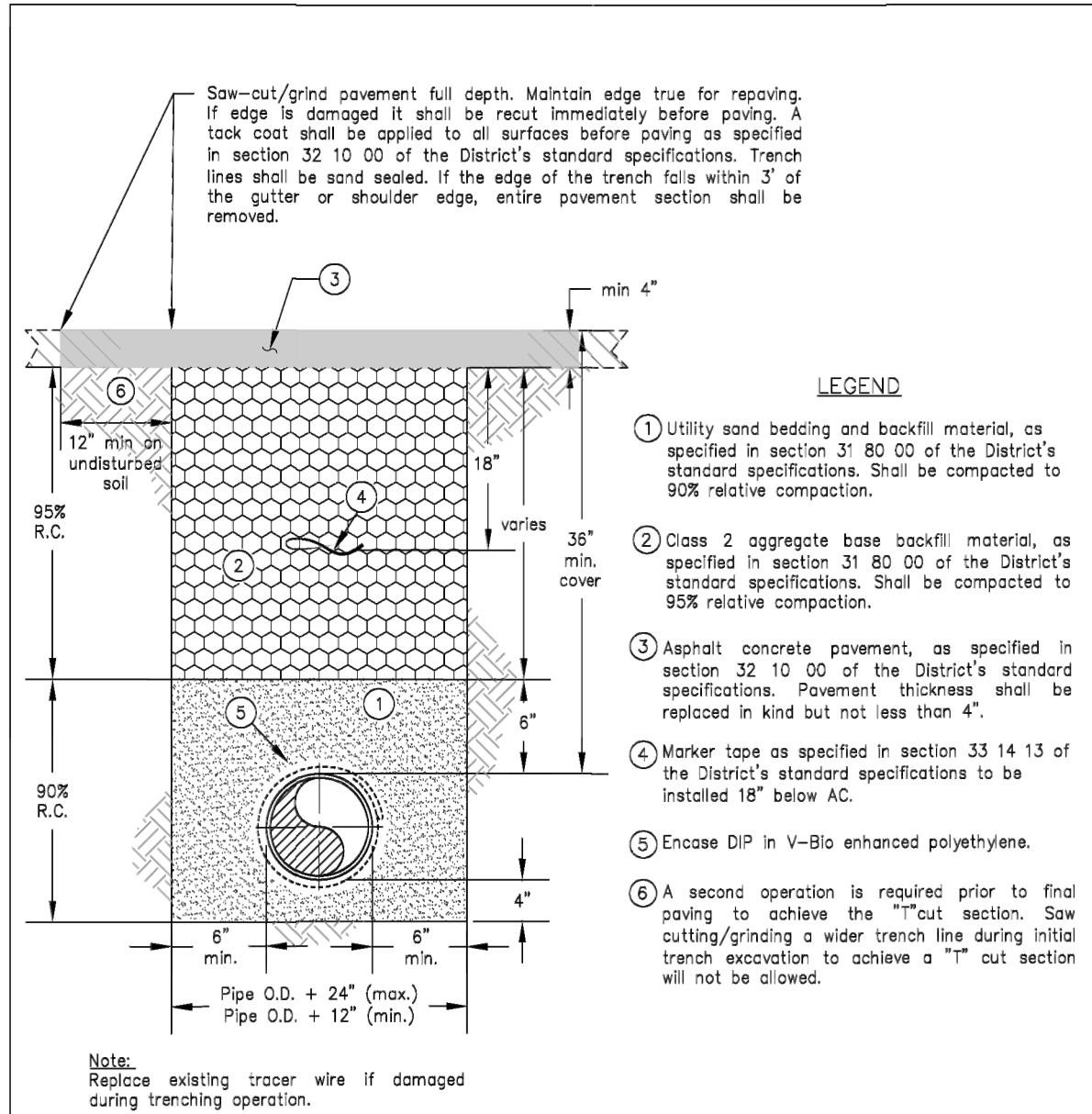
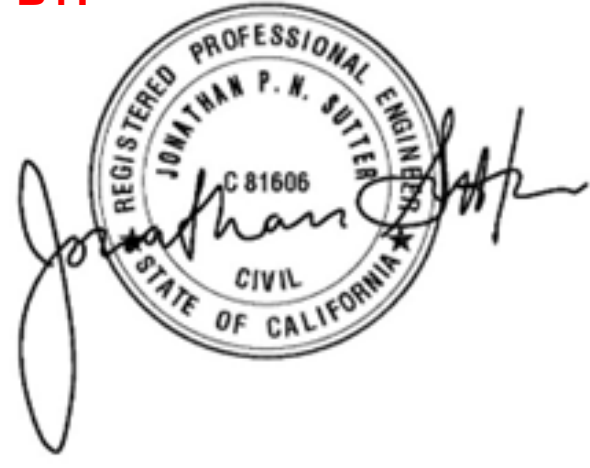
DATE: 9-3-24
DRAWN BY: AZG
CHECKED BY: CMK
REV. DATE: 2-20-25
REV. DATE: 2-26-25
REV. DATE: 2-26-25
REV. DATE: 2-26-25

COASTSIDE ESTATES, LLC.
555-565-575 SEYMOUR STREET
HALF MOON BAY, CALIFORNIA

SHEET C-3

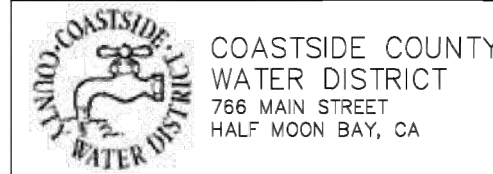
APPROVED ON BEHALF OF COASTSIDE
COUNTY WATER DISTRICT BY:

Jonathan Sutter, P.E.
Consulting District Engineer
3/3/2025



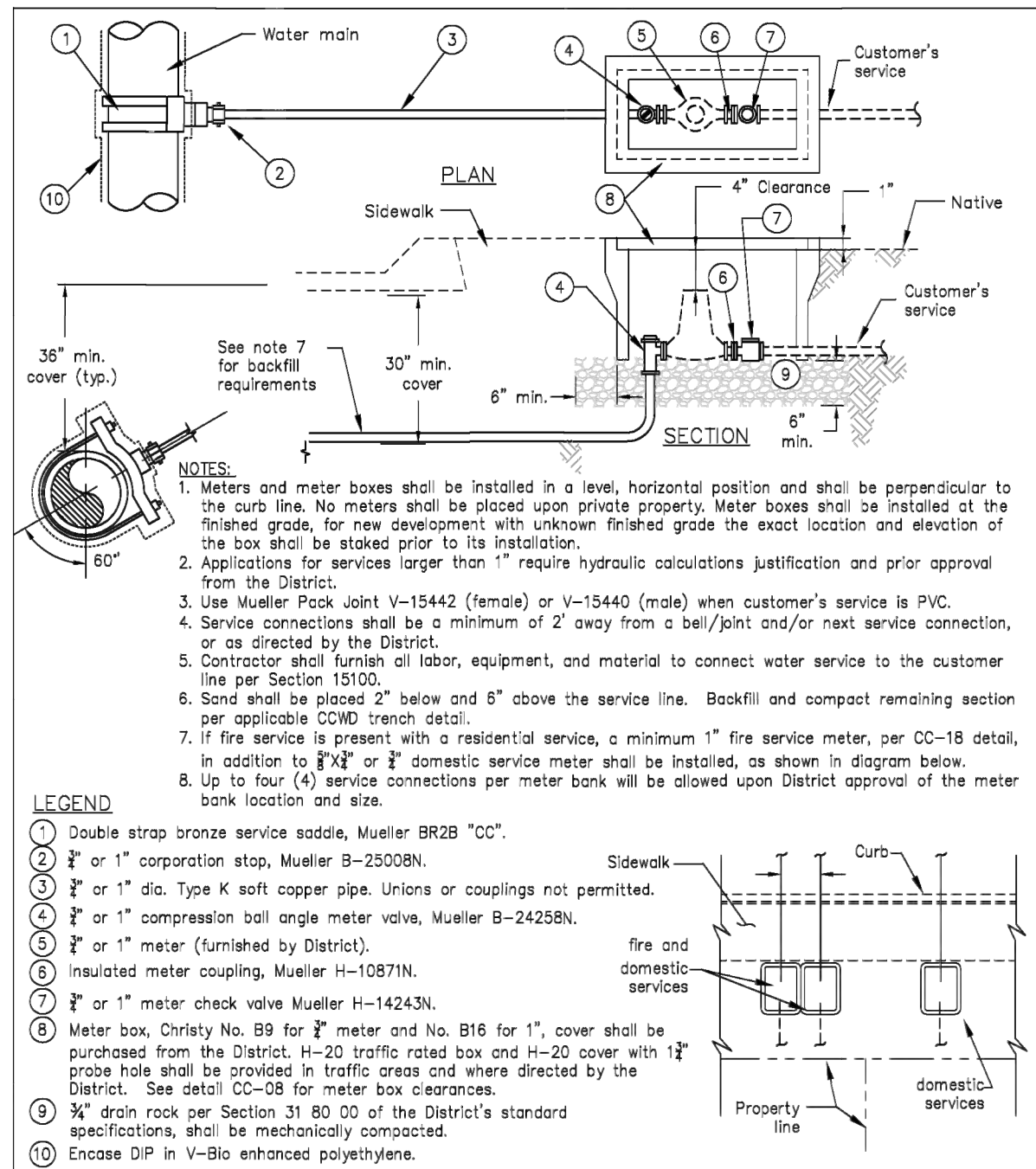
TRENCH SECTION - TYPE A PAVED SURFACES

REV. 05/2018



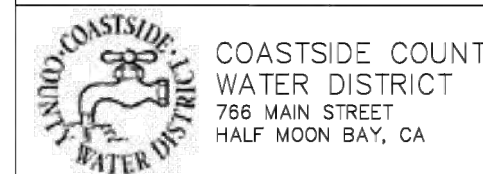
Approved by:
David Dickson, General Manager

STD. NO.
CC-01



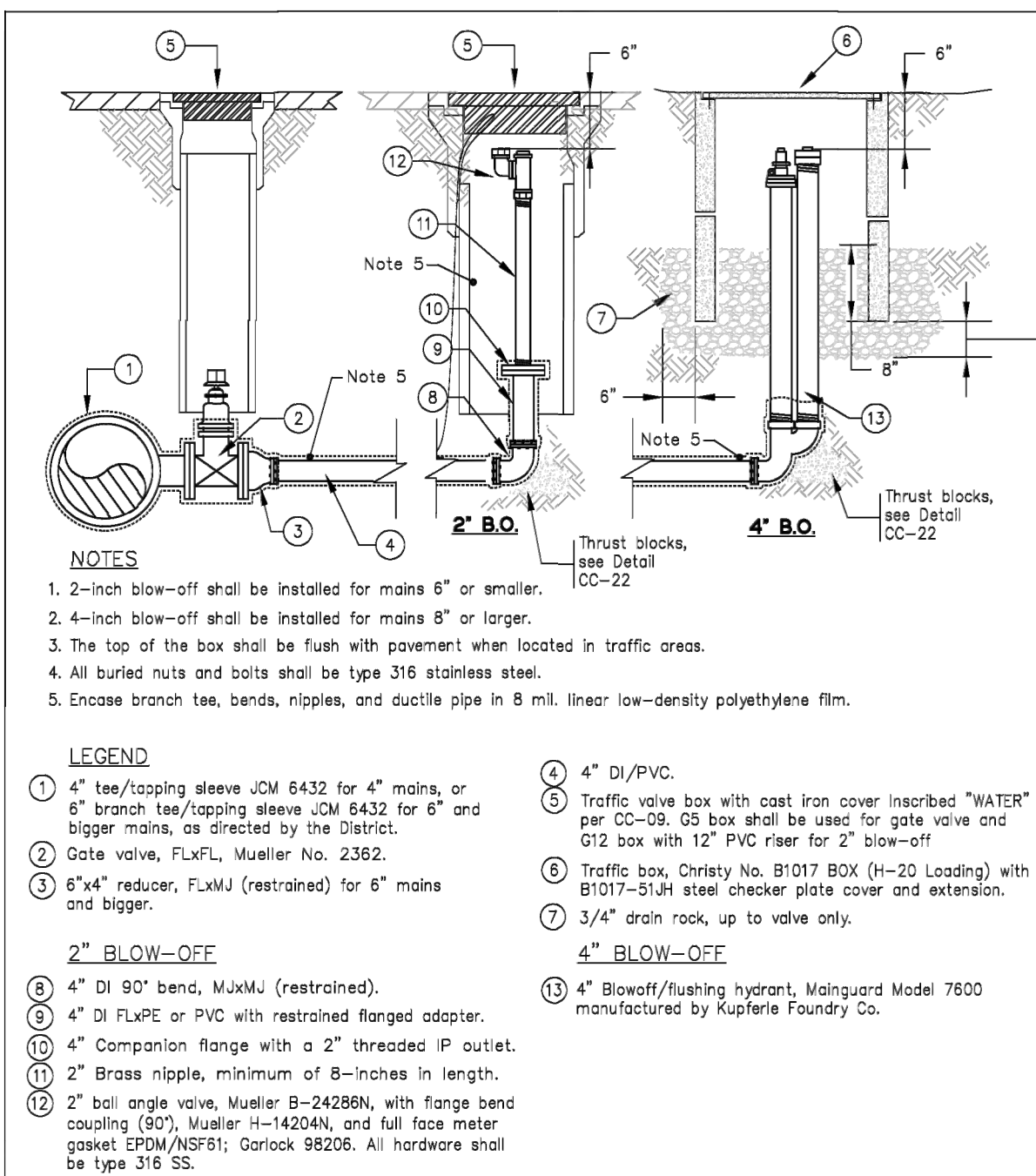
3/4" OR 1" SERVICE CONNECTION

REV. 09/2019
REV. 05/2018



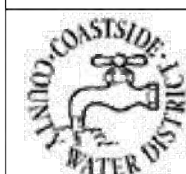
Approved by:
David Dickson, General Manager

STD. NO.
CC-06



BLOW-OFF ASSEMBLY

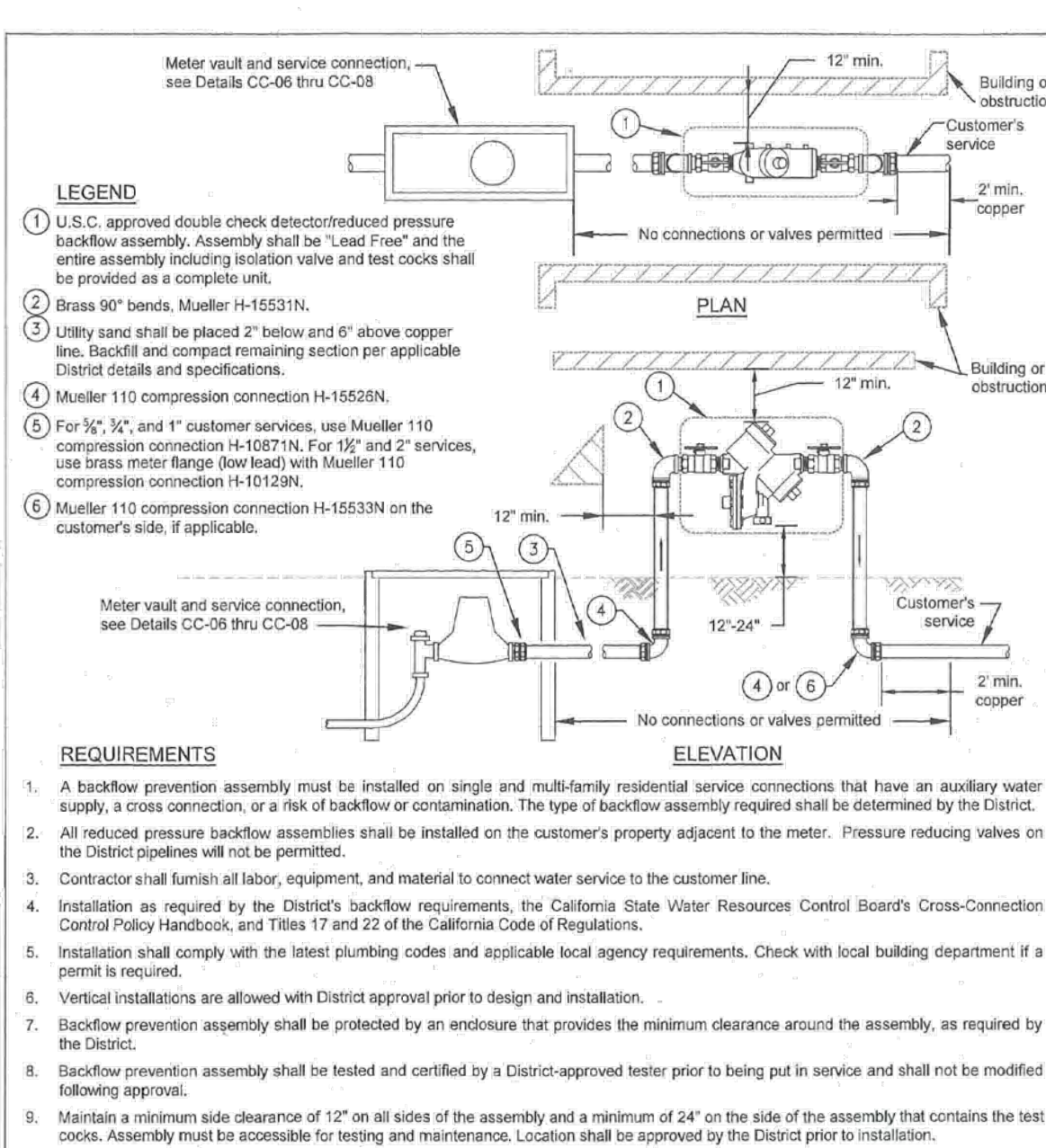
REV. 05/2018



Coastside County
WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA

Approved by:
David Dickson, General Manager

STD. NO.
CC-17



REDUCED PRESSURE OR DOUBLE CHECK BACKFLOW PREVENTION ASSEMBLY (UP TO 2")

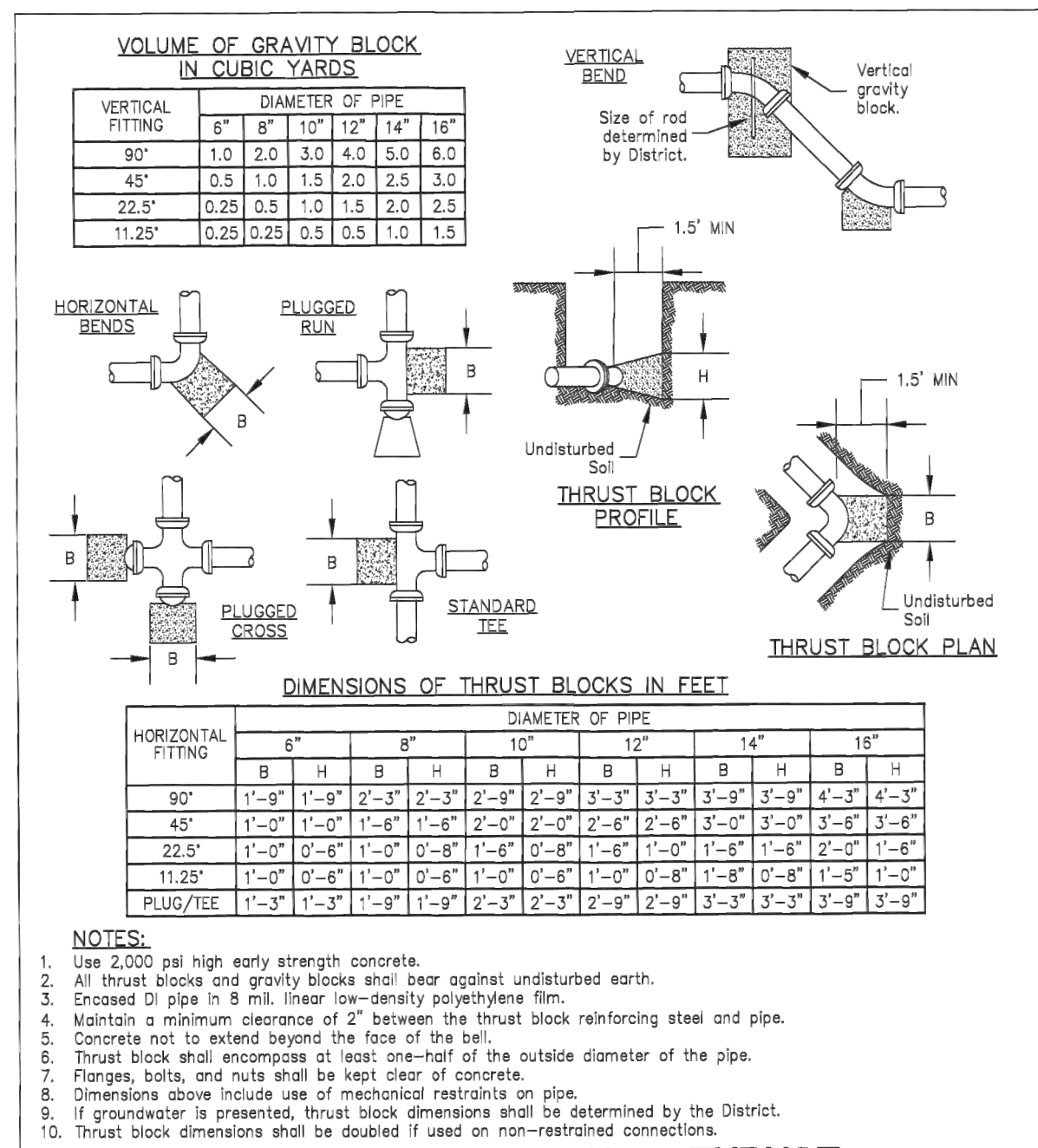
Revised 8/2024



Coastside County
WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA

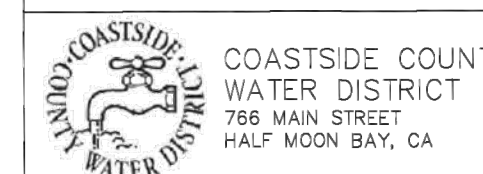
Approved by:
Mary Rogren, General Manager

STD. NO.
CC-18



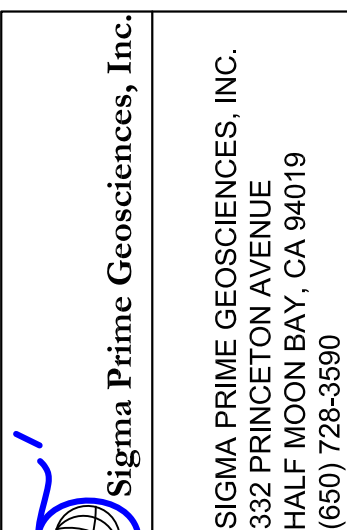
THRUST RESTRAINT - THRUST BLOCK DETAILS

REV. 05/2018



Approved by:
David Dickson, General Manager

STD. NO.
CC-22



Sigma Prime Geosciences, Inc.
SILVA PRIME GEOSCIENCES, INC.
332 PRINCETON AVENUE
HALF MOON BAY, CA 94019
(650) 728-3590
FAX: 728-3593

DATE: 9-3-24
DRAWN BY: AZG
CHECKED BY: CMK
REV. DATE: 2-20-25
REV. DATE: 2-26-25
REV. DATE:
REV. DATE:

COASTSIDE ESTATES, LLC.
555-565-575 SEYMOUR STREET
HALF MOON BAY, CALIFORNIA

SHEET
C-4

State Water Resources Control Board Division of Drinking Water

May 1, 2025

Ms. Mary Rogren
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

Dear Ms. Rogren:

SEYMOUR STREET PIPELINE PROJECT Coastside County Water District, Water System No. 4110011

This letter is in regard to the Coastside County Water District's (CCWD) request to allow an alternative construction method for a portion of the water main on Seymour Street. Specifically, CCWD is requesting a waiver for a crossing beneath a storm drain pipeline as specified below in Table 1. Approval of this request shall apply only to the location discussed below.

The California Code of Regulations, title 22, chapter 16, section 64572(b) states that new water mains and new supply lines shall be installed at least four feet horizontally from, and one foot vertically above, any parallel pipe conveying storm drainage. Additionally, the California Code of Regulations, title 22, chapter 16, section 64572(d) specifies that when crossing a pipeline conveying untreated sewage or storm drainage, the new water main must be constructed no less than 45-degrees to and at least one foot above that pipeline. No connection joints can be made in the water main within eight horizontal feet of the sanitary sewer or storm drain pipeline. Table 1 provides a summary of the location of the under crossing of storm drain pipeline.

Table 1. Under Crossing of Storm Drain

Sheet #	Proposed Pipe Material	Angle (Deg)	Crossing Type	O/U	Crossed Utility Size (in)	Crossed Utility Type	Vertical Separation (ft)
C-3	8" DI	90	Vertical Offset	Under	8"	Storm Drain	1

E. JOAQUIN ESQUIVEL, CHAIR | ERIC OPPENHEIMER, EXECUTIVE DIRECTOR

The project will install an 8-inch ductile iron pipe with restrained, push-on joints. The proposed pipeline will be special thickness Class 52, zinc-ion coated, and encased in V-Bio encasement to protect against leaks from corrosion. There will be no joints within eight feet.

In submitting this request to the Division, CCWD has certified that the proposed mitigations will provide at least an equivalent level of protection of public health to the standards specified in the California Waterworks Standards. The Division finds the proposed construction of the new potable water mains, as specified in CCWD's request acceptable and hereby approves a waiver of the specified instances only, and for this project only. In the event that field conditions or construction constraints require alterations to the proposed pipeline design, CCWD must immediately notify the Division.

If you have any questions regarding this letter, please contact Ms. Tess Hoang at (510) 620-3171.

Sincerely,

Van Tsang, P.E.
District Engineer
Santa Clara District
Division of Drinking Water
State Water Resources Control Board

Cc: San Mateo County Environmental Health Department (via email)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Date: May 9, 2025

Agenda Title: Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Preparation of a Potable Water Storage Master Plan.

Recommendation/Motion:

Authorize the General Manager to enter into a professional service agreement with EKI Environment and Water, Inc. for the preparation of a Potable Water Storage Master Plan for a not-to-exceed amount of \$170,400.

Background:

In 2020, EKI Environment and Water, Inc. (EKI) conducted a Potable Water Storage Evaluation for the District, assessing existing storage facilities and conducting a hydraulic modeling analysis to assess system performance under various storage improvement scenarios and operating conditions. The study also considered the condition of the existing tank infrastructure (built pre-1975 except for one tank.) Findings from the assessment revealed that several of the tanks in need of rehabilitation have maximum operating levels below the hydraulic grade line (HGL) of their respective pressure zones limiting turnover of and access to stored water. In their 2020 analysis, EKI recommended that the District consider adding storage to the Carter Hill site given its strategic location, leading to the decision to implement the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project that is currently under construction.

With the Carter Hill concrete tank project underway, staff recommends that the District develop a Potable Water Storage Master Plan that can be incorporated into the District's long range Capital Improvement Program and that will serve to enhance the District's system reliability.

Tasks to be included in the study follow below:

Task 1 – Project Management and Coordination

Task 2 – Compilation and Evaluation of Updates Since the 2020 Storage Evaluation

Task 3 – Condition Assessment and Seismic Evaluation of Denniston Tank

Task 4 – Storage Project Alternatives Development and Evaluation

Task 5 – Development of Storage Capital Improvement Plan and Preparation of Water Storage Master Plan Report

Under Task 2, EKI will build on their previous work and will update the District's hydraulic profile schematic, will incorporate recent improvements into the District's hydraulic model, and will evaluate storage capacity criteria and needs under current conditions. Under Task 4, EKI will work with the District to consider storage project alternatives that will expand upon retrofit or replacement options and that could also include new siting options. Based upon findings in Task 4, EKI will assist the District in prioritizing storage projects and arriving at probable cost estimates to incorporate into the District's Capital Improvement Program.

The estimated time for completion is five months.

Given EKI's previous exemplary work in assisting the District to evaluate its storage needs as well as EKI's ongoing work on the District's hydraulic model, staff believes that EKI is in an excellent position to assist the District in this very important effort.

Fiscal Impact: \$170,400.

7 May 2025

Ms. Mary Rogren
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, California 94019

Subject: Proposal for Potable Water Storage Master Plan
Coastside County Water District, Half Moon Bay, California
(EKI B80108.47)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to submit this proposal to Coastside County Water District (District) for the preparation of a Potable Water Storage Master Plan.

BACKGROUND AND PROJECT UNDERSTANDING

Upon completion of ongoing construction projects, the District's distribution system will comprise of eight active potable water storage tanks with a total nominal capacity of 8.9 million gallons (MG). With the exception of the new 2.1 MG Carter Hill Tank, currently under construction, all of the District's tanks are welded steel, requiring regular maintenance of their coating systems and full recoating approximately every 20 years. Additionally, all but one of these tanks were constructed before 1975, prior to the adoption of current seismic design standards. Condition assessments and seismic evaluations conducted by the District have identified the need for rehabilitation and retrofitting of several tanks to extend their service life and mitigate seismic risks (Cornerstone, 2018a and 2018b; TJCAA, 2019). The estimated costs for these improvements are significant, with some rehabilitation and retrofit costs approaching the cost of constructing a new tank.

In 2020, EKI conducted a Potable Water Storage Evaluation for the District, assessing existing storage facilities, capacities, and potential improvement projects identified in previous condition assessments. The evaluation included a hydraulic modeling analysis to assess system performance under various storage improvement scenarios and operating conditions. Findings from this assessment revealed that several tanks in need of rehabilitation have maximum operating elevations below the normal hydraulic grade line (HGL) of their respective pressure zones, limiting turnover of and access to stored water. Based in part on these findings, the District initiated the Carter Hill Prestressed Concrete Tank Project. This Project will add storage capacity near the Nunes Water Treatment Plant—a strategic location capable of serving the entire District system.

With the Carter Hill Prestressed Concrete Tank Project now under construction, the District aims to prioritize its remaining storage improvement projects to enhance system reliability. The following scope expands upon prior evaluations to develop a comprehensive long-term capital improvement strategy for the District's water storage infrastructure.

SCOPE OF WORK

EKI proposes the following tasks as part of this scope of work to prepare the District's Potable Water Storage Master Plan.

Task 1 – Project Management and Coordination

EKI will provide project management and general consultation services to the District. This task includes coordination and communications with District staff, general consultation, management of subconsultants, and technical project management services.

Specific tasks include:

- Information Management: EKl will prepare a list of information requests and submit the list to District staff. EKl will compile and review the information received.
- Kickoff Meeting: At the kickoff meeting, EKl and District staff will review the project goals, opportunities, information needs, scope, and schedule. The team will revisit planning horizons and confirm key analyses to be conducted as part of the master planning effort as well as potential storage alternatives.
- Workshops/Progress Meetings: EKl will schedule and attend up to three (3) workshops or progress meetings with District staff and other stakeholders to review project status, discuss preliminary results, and solicit feedback for key project decisions. For all meetings, EKl will be responsible for preparing and distributing meeting notices, agendas, and minutes.
- Project Schedule: EKl will prepare the project schedule and will provide the District with schedule updates as needed.
- Project Communications and Project Management Tasks: EKl will perform other project management tasks including as-needed communications and general consulting services, budget tracking, and invoicing. EKl will provide budget and progress summary reports to the District with each invoice.

Deliverables:

- Information request log.
- Meeting agendas, presentations, and minutes.
- Monthly budget and progress summary reports.

Key Assumptions:

- The District will fulfill data requests in accordance with schedule expectations and will participate in meetings.
- The Kickoff and Workshops/Progress Meetings will be held virtually.

Task 2 – Compilation and Evaluation of Updates Since the 2020 Storage Evaluation

As part of this task, EKI will review and compile recent and planned storage improvement projects, recent demand data and projected demands, and other planning assumptions that have changed since the 2020 Storage Evaluation to support the preparation of the Water Storage Master Plan. Part of this task includes continued updates to the District’s hydraulic model, which is currently being calibrated by EKI. EKI will perform the following subtasks:

- EKI will update the District’s storage tank inventory, system maps, and hydraulic profile schematic to incorporate recent improvement projects completed by the District. EKI will confirm that all of these improvements have been incorporated in the District’s hydraulic model.
- EKI will update the District’s existing demands based on recent demand and production data. EKI will review billing and SCADA historian data to reallocate demands within the District’s hydraulic model and evaluate peak demands. EKI will review and incorporate recent demand projections in the analysis.
- EKI will review the District’s existing storage capacity criteria and update, as needed, based on feedback from the District.
- EKI will also evaluate the storage capacity needs based on established performance criteria and identify whether additional storage is needed.
- EKI will compile information on all the potential storage projects that have been considered to date as part of prior evaluations or planning efforts.

Deliverables:

- Draft storage tank inventory table, system maps, hydraulic profile schematic figure, demand summary tables, storage capacity evaluation tables, and a table summarizing the potential tank projects that have been considered to date. Materials will be compiled and presented during a workshop/progress meeting.

Key Assumptions:

- Final versions of the tables and figures and associated summaries will be incorporated into the Potable Water Storage Master Plan Report to be delivered under Task 5.

Task 3 – Condition Assessment and Seismic Evaluation of Denniston Tank

As discussed above, over the past decade the District has completed condition assessments and seismic evaluations of many of its tanks but has not done so for the Denniston Tank. This task includes an assessment of the Denniston Tank to provide the District with a more comprehensive understanding of the condition and seismic vulnerabilities of its storage tanks. EKI will team with TJC and Associates (TJCAA) to complete this task, collectively referred to as the “EKI Team”. TJCAA is familiar with the District’s infrastructure and prepared the District’s 2019 seismic evaluation.

The EKI team will review available documentation for the Denniston Tank. After review, the EKI team will conduct a site visit to inspect the exterior of the tank. During the site visit the EKI team will evaluate structural components such as shell, roof plate, and visible tank appurtenances. Since the tank cannot be

taken offline, interior inspection will be limited to visual observation of the roof rafters through the roof hatch.

Based on the document review and site inspection, the EKI team will conduct a detailed structural and seismic analysis of the tank to assess its integrity under code-level seismic loading. The assessment will be performed in accordance with applicable standards of AWWA D100-21, ASCE 7016, and 2022 California Building Code.

The assessment will:

- Assess the structural integrity of the tank under seismic demands, considering a Seismic Importance Factor of 1.5, in accordance with ASCE 7-16;
- Determine Hydrodynamic forces, including impulsive and convective components, in accordance with AWWA D100;
- Evaluate overturning and sliding forces to determine if anchorage is required in accordance with AWWA D100;
- Calculate hydrodynamic sloshing heights and evaluate available freeboard; and
- Perform a structural analysis to determine the maximum safe water level at which the tank can operate while maintaining structural stability.

The EKI team will prepare a technical memorandum summarizing:

- The existing conditions of the tank;
- Findings from the structural evaluations;
- Recommendations for remediation strategies; and
- Conceptual seismic rehabilitation measures with AACE Class 4 cost estimates.

Deliverables:

- PDF Draft and Final Denniston Tank Condition Assessment Technical Memorandum.

Key Assumptions:

- The District will provide as-built records and other documentation on the Denniston Tank.
- The District will facilitate access to the tank.
- The District will review and provide comments on the Draft Denniston Tank Condition Assessment Technical Memorandum.
- Assessment will not include material testing, confined space entry, or geotechnical services.
- Safety assessment of the tank and components is not included.
- The original design of the tank was in accordance with industry standards at the time of construction.

- Geotechnical parameters of the project site will be provided by the District. If unavailable, soil parameters will be based on CBC minimums and seismic design will be based on USGS site-specific data.

Task 4 – Storage Project Alternatives Development and Evaluation

EKI will work with the District to select up to five additional storage project alternatives. These alternatives are intended to expand upon the retrofit or replacement options developed as part of the prior condition assessments and other planned storage projects (e.g., Carter Hill Tank 3 replacement, abandonment of El Granada Tank 1). These alternative projects may include siting one or more new storage tanks at elevations that would better serve the system compared to existing storage tanks or adding booster pump stations at one or more existing tank sites to improve access to stored water and increase turnover. For evaluating sites of new tanks, EKl will perform a mapping exercise to evaluate vacant parcels at suitable elevations, slopes, access, and proximity to the existing distribution system.

For each of these retained alternatives, EKl will develop conceptual site plans, prepare conceptual-level opinions of probable cost (OPCs), and perform hydraulic modeling runs to evaluate system performance and the need for other improvements with each storage alternatives. EKl will provide a high-level evaluation of other criteria including ease of operations and maintenance, ownership status of land, construction and aesthetic impacts to residents and other stakeholders, and CEQA and permitting considerations.

EKI will work with the District to develop criteria and weighting for evaluating and prioritizing all of the potential storage projects evaluated in this study and those retained from prior evaluations. EKl will consider costs, risks and consequences of failure, system performance and reliability benefits, operational costs and considerations, construction and aesthetic impacts to residents and other stakeholders and potential implementation challenges including property acquisition needs and permitting and CEQA requirements. EKl will confirm that the selected portfolio of long-term storage improvement projects will meet the system-wide capacity criteria and level of service goals. EKl will prepare an alternatives matrix and participate in a workshop with the District to score alternatives to confirm alternatives scoring and prioritization.

Deliverables:

- Draft siting maps, conceptual site plans, and OPCs will be compiled and presented during a workshop/progress meeting.
- Table with alternatives scoring criteria and weighting.
- Draft and Final alternatives evaluation matrix with scoring.

Key Assumptions:

- EKl will rely on publicly available LiDAR or other topographic data for siting any new tanks.
- Evaluation of potential tank sites will consider existing property ownership. The District will provide EKl with ownership information for potential tank sites after initial site screening.

- Final versions of siting maps, conceptual site plans, and OPCs developed for the Storage Project Alternatives will be incorporated into the Water Storage Master Plan Report to be delivered under Task 5.
- EKI will work closely with the District to confirm evaluation criteria, weighting, and scoring.

Task 5 – Development of Storage Capital Improvement Plan and Preparation of Water Storage Master Plan Report

Based on the findings from Task 4, EKI will work with the District to develop a cash flow for the planned storage projects to incorporate into the District's 10-Year Capital Improvement Plan (CIP). EKI will document findings from Tasks 1 through 5 in a Water Storage Master Plan Report. EKI will prepare a draft and final report that incorporates the District's comments. EKI will present a summary of findings to the Board of Directors.

Deliverables:

- Updated CIP cash flow tables.
- PDF Draft and Final Water Storage Master Plan Report.
- Presentation to the Board of Directors.

Key Assumptions:

- The District will review and provide comments on the Draft Water Storage Master Plan Report.
- The Presentation to the Board of Directors will be held in person.

PROJECT SCHEDULE

The EKI team is prepared to commence work immediately upon execution of this task order. We anticipate that the Draft Water Storage Master Plan can be completed within five months and the Final Water Storage Master Plan can be completed within two weeks of receipt of comments on the draft from the District.

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2025. Based on the proposed Scope of Work described above, we propose a not-to-exceed budget of \$170,400 for the completion of Tasks 1 through 5 as shown by task in Table 1, below, and detailed in Table 2, attached.

Table 1. Proposed Cost by Tasks

Task	Description	Task Total
1	Project Management and Coordination	\$19,500
2	Compilation and Evaluation of Updates Since the 2020 Storage Evaluation	\$26,700
3	Condition Assessment and Seismic Evaluation of Denniston Tank	\$46,100
4	Storage Project Alternatives Development and Evaluation	\$51,900
5	Development of Storage Capital Improvement Plan and Preparation of Water Storage Master Plan Report	\$26,200
Total Estimated Budget		\$170,400

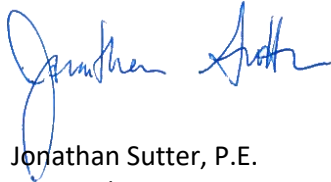
TERMS AND CONDITIONS

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

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

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.
Principal Engineer

Attachments

Table 2 – Budget Estimate for Proposed Scope of Work

EKI Schedule of Charges, dated 1 January 2025

References

Cornerstone 2018a, Alves Water Tank Structural Review and Retrofit Strategy Report, prepared for Coastside County Water District, Cornerstone Structural Engineering Group, 29 May 2018.

Cornerstone 2018b, El Granada Water Tank #1 Structural Review and Retrofit Strategy Report, prepared for Coastside County Water District, Cornerstone Structural Engineering Group, 10 August 2018.

EKI 2019, Technical Memorandum – Potable Water Storage Evaluation and Alternatives Evaluation, prepared for Coastside County Water District, EKI Environment & Water, Inc., 23 June 2020.

TJCAA 2019, Coastside County Water District Tank Condition Assessments, prepared for Coastside County Water District, TJC and Associates, Inc., December 2019.

Table 2. Estimated Fee - Potable Water Storage Master Plan
 Coastside County Water District, Half Moon Bay, California
 (EKI B80108.47)

TASKS				LABOR COST (\$)	SUBS TJC and Associates	OTHER DIRECT COSTS					MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
						UNIT	QUANTITY	UNIT COST	TOTAL COST	TASK BUDGET TOTALS (\$)			ROUNDED BUDGET TOTALS (\$)	
	G4 Engineer	Jordan Gans, P.E.	Jonathan Sutter, P.E.											
	\$193	\$234	\$343											
<u>Task 1 - Project Management and Coordination</u>														
Information Request and Management	2	1	1	\$963								\$963		
Kickoff Meeting	4	2	1	\$1,583								\$1,583		
Workshops/Progress Meetings	18	12	6	\$8,340								\$8,340		
Project Management and Communications		10	16	\$7,828								\$7,828		
Communications Fee (EKI Labor Only)							4%	\$18,714			\$749	\$749		
Task 1 Subtotal	24	25	24	\$18,714							\$749	\$19,463	\$19,500	
<u>Task 2 - Compilation and Evaluation of Updates Since the 2020 Storage Evaluation</u>														
Update Storage Information and Prepare Draft Tables and Figures	24	12	6	\$9,498								\$9,498		
Update Demands Data and Incorporate into Hydraulic Model	24	12	6	\$9,498								\$9,498		
Update Storage Capacity Criteria and Evaluation	6	4	2	\$2,780								\$2,780		
Compile Information on Previously Considered Storage Projects	12	4	2	\$3,938								\$3,938		
Communications Fee (EKI Labor Only)							4%	\$25,714			\$1,029	\$1,029		
Task 2 Subtotal	66	32	16	\$25,714							\$1,029	\$26,743	\$26,700	
<u>Task 3 - Condition Assessment and Seismic Evaluation of Denniston Tank</u>														
Data Collection and Site Visit		4	2	\$1,622	\$7,243					\$724	\$7,967	\$9,589		
Condition Assessment		4	2	\$1,622	\$23,483					\$2,348	\$25,831	\$27,453		
Technical Memorandum		4	4	\$2,308	\$5,954					\$595	\$6,549	\$8,857		
Communications Fee (EKI Labor Only)							4%	\$5,552			\$222	\$222		
Task 3 Subtotal		12	8	\$5,552	\$36,680					\$3,668	\$40,570	\$46,122	\$46,100	
<u>Task 4 - Storage Project Alternative Development and Evaluation</u>														
Additional Storage Project Alternative Development and Siting Study	28	16	8	\$11,892								\$11,892		
Conceptual Site Plans	40	18	4	\$13,304								\$13,304		
Conceptual OPCs for Alternatives	12	8	4	\$5,560								\$5,560		
Hydraulic Modeling Evaluation for Storage Alternatives		16	4	\$5,116								\$5,116		
Storage Alternatives Evaluation	32	16	12	\$14,036								\$14,036		
Communications Fee (EKI Labor Only)							4%	\$49,908			\$1,996	\$1,996		
Task 4 Subtotal	112	74	32	\$49,908							\$1,996	\$51,904	\$51,900	
<u>Task 5 - Development of Storage Capital Improvement Plan and Preparation of Water Storage Master Plan Report</u>														
Prepare Storage CIP and Cashflow		6	4	\$2,776								\$2,776		
Draft and Final Water Storage Master Plan Report	40	24	12	\$17,452								\$17,452		
Presentation to the Board of Directors	8	6	6	\$5,006								\$5,006		
Communications Fee (EKI Labor Only)							4%	\$25,234			\$1,009	\$1,009		
Task 5 Subtotal	48	36	22	\$25,234							\$1,009	\$26,243	\$26,200	
TOTALS:	250	179	102	\$125,122	\$36,680					\$3,668	\$45,353	\$170,475	\$170,400	

Proposal/Agreement Date: 7 May 2025

EKI Proposal/Project # B80108.47

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.

1 January 2025

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	355
Principal Engineer-Scientist	343
Supervising I, Engineer-Scientist	333
Supervising II, Engineer-Scientist	319
Senior I, Engineer-Scientist	306
Senior II, Engineer-Scientist	295
Associate I, Engineer-Scientist	283
Associate II, Engineer-Scientist	267
Engineer-Scientist, Grade 1	248
Engineer-Scientist, Grade 2	234
Engineer-Scientist, Grade 3	215
Engineer-Scientist, Grade 4	193
Engineer-Scientist, Grade 5	170
Engineer-Scientist, Grade 6	148
Project Assistant	139
Technician	133
Senior GIS / Database Analyst	175
CADD Operator / GIS Analyst	152
Senior Administrative Assistant	167
Administrative Assistant	132
Secretary	111

Direct Expenses

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

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

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

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus ten percent (10%).

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

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

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Date: May 9, 2025

Agenda Title: Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Environmental Services for the Pilarcitos Wellfield Replacement Project and the Pilarcitos Road Slide Repair Project

Recommendation/Motion:

Authorize the General Manager to enter into a professional service agreement with EKI Environment and Water, Inc. for environmental services for the Pilarcitos Wellfield Replacement Project and the Pilarcitos Road Slide Repair Project for a not-to-exceed amount of \$268,760.

Background:

EKI Environment and Water, Inc. (EKI) teamed with Environmental Science Associates (ESA) this past year to provide environmental support with the regulatory permitting efforts for the Pilarcitos Wellfield Replacement Project and the Pilarcitos Road Slide Repair Project.

The Wellfield Replacement Project will include replacing six wells “in kind” located in Pilarcitos Canyon. Note that 5 of the 6 existing wells were installed in the 1960’s and require ongoing significant and costly maintenance. Replacement of the wells will enable the District to optimize production allowed under the District’s water right license (1.5 cubic feet per second at any given time and up to 360 acre-feet total from November 1 through March 31.) The project includes constructing new wells using corrosion-resistant materials, associated concrete pads, piping, valves, and appurtenances, and connections to the raw water pipeline.

The District now intends to begin construction of the Pilarcitos Wellfield Replacement Project in the Fall, 2025 and requires the services of EKI and ESA to perform regulatory compliance and monitoring services during the construction duration.

The best management practices (BMPs) identified as part of the District's CEQA exemption memorandum and the Coastal Development Permit application require environmental awareness training, surveys for sensitive species and rare plants, and biological monitoring during well construction. The biological monitoring requirements provide for full-time monitoring during well construction, and the budget reflects up to 50 days of monitoring.

Concurrently, ESA will also be conducting rare plant surveys in anticipation of the Pilarcitos Road Slide Repair Project (planned for construction in Fiscal Year 2027/2028. The Pilarcitos Road Slide Repair Project entails culvert and slide repairs due to damage caused by the January 2023 storms.)

EKI will also contract with Avocet Research Associates (ARA) to conduct Marbled Murrelet surveys for the Slide Repair Project. Note that SFPUC has utilized ARA in conducting Marbled Murrelet surveys on the SFPUC watershed for the last 20+ years.

Given EKI's experience in managing past environmental work for the District including teaming with ESA, staff recommends that the Board authorize staff to enter into an agreement with EKI for these critical projects.

Fiscal Impact: \$213,850 charged to the Pilarcitos Wellfield Project and \$54,900 charged to the Pilarcitos Slide Repair Project.

9 May 2025

Mary Rogren
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: Proposal for Environmental Services for the Pilarcitos Wellfield Replacement Project and
Pilarcitos Road Slide Repair Project
(EKI B80108.48)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for environmental services during construction related to the Pilarcitos Wellfield Replacement Project (Well Project) and biological field surveys to support the permitting strategy for the Pilarcitos Road Slide Repair Project (Slide Repair Project).

PROJECT UNDERSTANDING

As part of the Well Project design process, EKI teamed with Environmental Science Associates (ESA) to support the District with regulatory permitting efforts. Now that the District intends to construct the Well Project, EKI understands that the District is requesting support with environmental regulatory compliance and monitoring services during the anticipated construction duration.

Additionally, for the Slide Repair Project, ESA prepared a permitting strategy memorandum that identified the need to perform additional biological field surveys and coordinate with the regulatory agencies.

EKI proposes to team with ESA for biological training, monitoring, and preconstruction surveys for the Well Project and rare plant surveys for the Slide Repair Project. EKI will team with Avocet Research Associates (ARA) to conduct marbled murrelet (MAMU) surveys for the Slide Repair Project. Our proposed scope, schedule, and fee are presented below.

PROPOSED SCOPE OF WORK

The scope of work for Tasks 1 through 5 includes implementation of the best management practices (BMPs) developed during the design phase of the Well Project. The BMPs and protective measures were identified as part of the California Environmental Quality Act (CEQA) categorical exemption memorandum (CatEx memo) and the Coastal Development Permit (CDP) application. The Task 3 rare plant survey is required for both the Well Project and Slide Repair Project and will be performed simultaneously.

Tasks 6 and 7 include additional rare plant and MAMU surveys for the Slide Repair Project. Task 8 includes project management efforts.

Task 1: Worker Environmental Awareness Program Trainings (Well Project)

Prior to the commencement of the Well Project construction, ESA will prepare worker environmental awareness training materials for construction personnel in accordance with BMP-BIO-1. Instruction shall consist of a presentation by the designated Qualified Biologist that includes materials describing sensitive resources, resource avoidance, permit conditions, and possible fines for violation of state or federal environmental laws. Interpretation shall be provided for non-English speaking workers, and the same instruction shall be provided for any new workers prior to them performing any activities on-site.

Deliverables:

- Environmental training pamphlet to be provided to all training session attendees.

Assumptions:

- One in-person training by a CDFW-approved Qualified Biologist to Project personnel prior to the start of construction.
- Additional trainings can be provided on an as-needed basis concurrent with the site inspections performed under Task 4.

Task 2: Pre-Construction Surveys (Well Project)

Several measures in the Well Project BMPs require pre-construction surveys for sensitive species. To meet these requirements, ESA will perform the following tasks:

- Within seven (7) days prior to the start of construction, ESA will perform a pedestrian pre-construction surveys for California red-legged frogs (BMP-BIO 6), San Francisco dusky-footed woodrat (SFDW) (BPM-BIO 7), and nesting birds.

Deliverables:

- One (1) technical memorandum summarizing the results of the pre-construction surveys including specific avoidance and mitigation measures as appropriate.

Assumptions:

- A single site visit will be required. Additional surveys, which may be required as a result of project scheduling, will be conducted concurrently with full-time or spot-check monitoring performed under Task 4.

Task 3: Rare Plant Survey (Well and Slide Repair Projects)

Pursuant to BMP-BIO-5, ESA's Qualified Botanists will conduct a pre-construction survey within the Well Project boundaries for special-status species identified as having at least moderate potential to occur within the Well Project area. A rare plant survey memorandum will be prepared that describes the

methods and results of the surveys, including a map of any rare species locations. The Qualified Botanists will also evaluate the slide and culvert areas of the Slide Repair Project during the same site visit.

Deliverables:

- One (1) rare plant survey technical memorandum.

Assumptions:

- The plant survey will take one (1) day (in May/June) and be conducted by two botanists; no protected plants will be impacted by the Well Project.
- Plant mitigation is not included in this scope.

Task 4: Biological Monitoring (Well Project)

Under this Task, ESA will provide a Qualified Biologist to be on-site daily during the initial Well Project site disturbance, exclusion fence installation, and ground disturbance (including drilling) to document compliance with conservation measures to avoid or minimize impacts on sensitive species and their habitats in accordance with BMP-BIO-2. ESA's Qualified Biologist will perform a pre-construction survey immediately prior to the start of construction as required by BMP-BIO-6 and direct the contractor on where to install exclusion fencing. Once the exclusion fencing is in place, the ESA's Qualified Monitor will conduct daily inspections of the fenced areas prior to the commencement of heavy construction activities and notify the contractor if any repairs are necessary. The Qualified Biologist may decide to reduce monitoring to spot checks after completion of initial construction activities.

Deliverables:

- Daily log to be submitted to the District electronically.

Assumptions:

- The same Qualified Monitor will conduct BMP-BIO-2 and BMP-BIO-6.
- For each of the six wells, up to one week of full-time monitoring for eight (8) hours of construction during regular working hours (30 days total).
- Up to twenty (20) weeks of spot check monitoring (assumed at 8-hours day per week or 20 days total).

Task 5: As-needed Additional Compliance Support (Well Project)

This task provides for additional environmental support services that may be required during Well Project construction. The type of services which may be performed under this task include, but are not limited to, coordination with the County or Coastal Commission for the coastal development permit, performing additional nesting bird surveys, supporting the District and contractor in responding to the discovery of a regulated resource (e.g., endangered species or archaeological site), performing additional construction monitoring, and participating in meeting with the District. The intent of this task is to provide the ability to immediately respond to any unforeseen conditions. ESA will utilize the budget under this task to

address any additional out-of-scope compliance support efforts. ESA will notify the District of any out-of-scope work prior to initiating the work.

Task 6: Protocol Rare Plant Surveys (Slide Repair Project)

The May/June Rare Plant Survey for the Slide Repair Project will be completed in conjunction with Task 3. If a bloom is not identified at a reference site(s), and the rare plant survey of the culvert and Slide Repair Project cannot be completed at the same time as the Well Project survey under Task 3, a protocol survey for the culvert and slide repair project will be conducted under this Task. Additionally, the Western Leatherwood protocol survey in November-March will be covered under this Task.

Task 7: Marbled Murrelet Surveys (Slide Repair Project)

ARA documented MAMU occupancy in the vicinity of the Slide Repair Project sites in 2021, 2022, and 2024. Per the United States Fish and Wildlife Services (USFWS) MAMU guidelines, once occupancy is established, occupancy should be presumed in subsequent years. There is precedent for USFWS approving similar project activities as the Slide Repair Project during the breeding season, with mitigation measures (e.g., noise, time of day, line of sight, months of work). Additional surveys may be helpful in determining appropriate mitigation measures but are unlikely to aid in establishing probable absence. Additional discussion with USFWS is required to determine whether and how many surveys will be needed.

Under Task 7, ARA will conduct up to five one-day “presence” surveys for MAMU or as otherwise directed by USFWS within the limits of the budget. ARA will conduct the surveys to detect MAMU “occupied behavior” in the Slide Repair Project vicinity. At such time that occupied behavior is determined, ARA will conclude surveys for the season or as directed by USFWS. This task also includes ongoing project coordination meetings/conference calls with EKI, ESA, and District staff, as well as coordination with USFWS. ARA will contact USFWS at least 15 days prior to starting the surveys and prepare a memorandum describing the MAMU survey and results for the regulatory agencies.

Deliverables:

- Draft and final MAMU survey memorandum.

Assumptions:

- Up to five (5) surveys by two Qualified MAMU Biologists will be required.

Task 8: Project Management

Under this task, EKI and its subconsultants will provide project management, including budget tracking, invoicing, preparation of progress reports, staff management, deliverable review, meetings and communications, and coordination between the District, EKI, and EKI’s subconsultants.

Deliverables:

- Monthly invoicing and progress reports.

Assumptions:

- Coordination meetings will be held virtually.

- EKI assumes up to five (5) meetings.

PROJECT SCHEDULE

The EKI team is prepared to commence work immediately upon execution of this task order. We will work with the Contractor's schedule to follow the deadlines as described within this proposal.

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2025. Based on the proposed Scope of Work described above, we propose a not-to-exceed budget of \$268,760 for the completion of Tasks 1 through 8 as shown by Task in Table 1, below.

Table 1. Proposed Cost by Tasks

Task	Description	Task Total
1	Worker Environmental Awareness Program Training (Well Project)	\$5,280
2	Pre-Construction Surveys (Well Project)	\$7,920
3	Rare Plant Survey (Well and Slide Repair Projects)	\$13,420
4	Biological Monitoring (Well Project)	\$141,900
5	As-Needed Additional Compliance Support (Well Project)	\$16,500
6	Protocol Rare Plant Surveys for Slide Repair Project (Slide Repair Project)	\$8,800
7	Marbled Murrelet Surveys (Slide Repair Project)	\$30,270
8	Project Management	\$44,670
Total Estimated Budget		\$268,760
Note: The portion of the total estimated budget associated with the Well Project is \$213,850, and the portion associated with the Slide Repair Project is \$54,900.		

TERMS AND CONDITIONS

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

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

Mary Rogren
Coastside County Water District
9 May 2025
Page 6 of 6



Very truly yours,

EKI ENVIRONMENT & WATER, INC.

A handwritten signature in blue ink, appearing to read 'Jonathan Sutter', written over the printed name and title.

Jonathan Sutter, P.E.
Principal Engineer

Attachments

EKI Schedule of Charges, dated 1 January 2025

Proposal/Agreement Date: 7 May 2025

EKI Proposal/Project # B80108.48

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.

1 January 2025

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	355
Principal Engineer-Scientist	343
Supervising I, Engineer-Scientist	333
Supervising II, Engineer-Scientist	319
Senior I, Engineer-Scientist	306
Senior II, Engineer-Scientist	295
Associate I, Engineer-Scientist	283
Associate II, Engineer-Scientist	267
Engineer-Scientist, Grade 1	248
Engineer-Scientist, Grade 2	234
Engineer-Scientist, Grade 3	215
Engineer-Scientist, Grade 4	193
Engineer-Scientist, Grade 5	170
Engineer-Scientist, Grade 6	148
Project Assistant	139
Technician	133
Senior GIS / Database Analyst	175
CADD Operator / GIS Analyst	152
Senior Administrative Assistant	167
Administrative Assistant	132
Secretary	111

Direct Expenses

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

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

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

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus ten percent (10%).

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

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

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Report Date: May 9, 2025

Agenda Title: Waive the District's Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Purchase a Monoclor Residual Control System for El Granada Tank 3.

Recommendation/Motion:

Waive the District's competitive bidding requirements of Resolution 2016-09 and authorize the General Manager to purchase a Monoclor Residual Control System for El Granada Tank 3 from Cleanwater1, Inc. for a not-to-exceed amount of \$148,350 (plus applicable taxes).

Background:

A residual control system (RCS) is used to maintain a consistent level of disinfectant throughout a water distribution system or, in this case, a storage tank. The system involves monitoring chlorine residual levels, analyzing water quality, and automatically adjusting disinfectant dosage to maintain the desired level.

The existing system servicing El Granada Tank 3 is 25+ years old and is beyond its useful life. This system maintains the chlorine residual in El Granada Tank 3 and zone four of the District's distribution system. Staff have determined that the proposed Monoclor RCS will produce a more consistent chlorine residual and can reduce the production of disinfection byproducts. (See Exhibit A.) This system will also reduce chemical use, staff time and provide for more consistent water chemistry.

District staff will install the unit and will have the District's controls contractor perform the SCADA integration. Note that District staff has surveyed other Bay Area users of the Monoclor RCS, and the feedback regarding quality, reliability and functionality has been excellent.

Determination of Waiving Competitive Bidding Requirements:

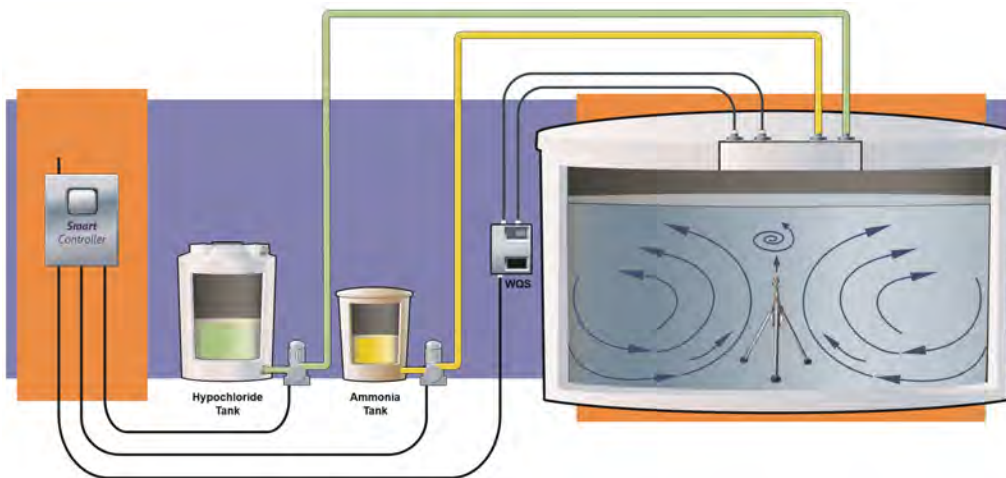
Staff is requesting approval to purchase a Monoclor RCS in the total amount of \$148,350 and to waive the competitive bidding requirements of Resolution 2016-09 in order to sole source the purchase from Cleanwater1, Inc. The District has been working with Cleanwater1 on distribution system water quality improvement initiatives including tank mixing, THM aeration and residual boosting for many years, and is confident in their ability to perform.

Cleanwater1, Inc. is the exclusive distributor of Monoclor Residual Control Systems and has a shop in Milpitas. If the District requested bids from other vendors those vendors would have to obtain pricing from Cleanwater1, Inc.

The Monoclor RCS will take ~12-14 weeks to arrive after design submittals are approved.

Fiscal Impact: \$148,350 (plus applicable taxes).

FIRM PROPOSAL
MONOCLOR[®]
RESIDUAL CONTROL SYSTEM
FOR
COASTSIDE COUNTY, CA
0.25MG EL GRANADA TANK 3



PSI Water Technologies, Inc. File No.: P19-4290-1 (Firm) Rev-1
CA Contractor's License: #877235

Prepared on: April 11, 2025

SALES REPRESENTATIVE

Cleanwater¹, Inc.
Ethan Brooke
550 Sycamore Dr.
Milpitas, CA 95035
Tel: (917) 501-7358
Email: ebrooke@cleanwater1.com

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

TABLE OF CONTENTS

Cover Letter

Section 1: Scope of Supply

Section 2: Proposal Acceptance

Section 3: Terms and Conditions

IMPORTANT NOTICE: All the information in this Proposal is confidential and has been prepared for Buyer's use solely in considering the purchase of the Equipment described. Transmission of all or any part of this Proposal to others or use by Buyer for other purposes is unauthorized without Seller's advance written consent.

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

April 11, 2025

Darin Sturdivan
Supervisor
Coastside County Water District, CA.

Re: Monoclor® Residual Control System for Coastside County Water District, CA.
PSI Water Technologies, Inc. File No.: P19-4290-1 (Firm) Rev-1

Dear Darin,

Thank you for your interest in PSI Water Technologies, Inc. (PSI), a cleanwater¹ company. We have prepared this firm proposal for providing a Monoclor® Residual Control Systems (RCS) for the **0.25 MG El Granada Tank 3**. Our proposal is based on the following design criteria:

Design Criteria

Reservoir Diameter, ft	50.0
Reservoir Height, ft	32.0
Maximum Capacity, MG	0.25
Average Flow, MGD	0.25 (Assumed)
Reservoir Type	Above Ground
Disinfectant	Chlorine
Power Supply	120VAC/1PH
Desired Chlorine Residual, ppm	0.7

System Features & Advantages

The Monoclor® RCS is an intelligent, automated disinfectant boosting system that gives operators the ability to set and control residual levels in water storage tanks and key locations in the distribution system. The Monoclor® RCS utilizes advanced water quality sensors, powerful active mixing, an automated chemical feed system, and an advanced control algorithm to set and maintain residual levels in water storage tanks and distribution systems. The Monoclor® RCS has been tested and validated through extensive laboratory testing and many full-scale installations over the last 5 years.

Our Monoclor® RCS consists of all equipment essential for a complete system, including:

1. Accurate chemical dosing at the correct ratio
2. Proper mixing to ensure a homogenous water body that will not stratify
3. High energy mixing that ensures instantaneous reaction of introduced chemicals
4. Real-time monitoring and control logic to maintain or achieve equilibrium by responding to dynamic reservoir conditions

The Monoclor® RCS enables operators to:

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

1. Set and maintain consistent disinfectant levels in storage tanks and key locations in the distribution system
2. Continuously blend disinfectant residual and eliminate thermal and chemical stratification
3. Eliminate costly and labor-intensive manual boosting
4. Quickly counteract adverse water quality changes, such as low residual
5. Optimize and balance disinfectant levels across a water distribution system

A detailed scope of supply and the firm price is listed in Section 1 of this proposal.

Our scope of supply follows in Section 1 and our proposal acceptance in Section 2. Section 3 includes our terms and conditions. **The pricing is valid for 120 days.**

We look forward to working with you on this project. If we can be of any further assistance, please do not hesitate to contact me on (917) 501-7358.

Thank you.

Sincerely,

Ethan Brooke
Regional Sales Manager

Cc: Solomon Bruce-Oliver, PSI Water Technologies, Inc.

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

SECTION 1

SCOPE OF SUPPLY

- A. Scope of Supply by PSI
- B. Scope of Work by Others
- C. Clarifications
- D. Terms of Payment
- E. Delivery

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

A. SCOPE OF SUPPLY BY PSI – MONOCLOR® RCS

The following equipment and services constitute our scope of work. All equipment will be manufactured in accordance with the descriptions below.

<u>No</u>	<u>Item Description</u>	<u>Qty.</u>
1.	Smart Control Center, SCC1000 <ul style="list-style-type: none">Allen-Bradley MicroLogix 1400 Programmable Logic Controller (PLC)Magelis DT351 7.4" HMI: Color LCD touch screenCommunication: Ethernet based access to HMI software from computer or smartphone within same networkRemote Monitoring TelemetryWater Quality Station Communication: Two wire twisted cableChemical Dosing Controller: RS-485 port for chemical feed system communicationsSCADA: Modbus TCP/IP standard, analog output available if necessaryEnclosure: Equal to or greater than Type 4 rating	1
2.	Chemical Feed System – Chlorine <ul style="list-style-type: none">Skid: Black polypropylenePump: Watson Marlow Q Dos 20 Peristaltic Pump, 5.3 GPH @ 100 PSIPiping: PVC schedule 80Secondary Containment: 9 gallons secondary containmentController - Input/Output: 4 digital inputs, 2 digital outputs, 2 analog inputs, 1 analog outputController - Communication: Modbus RS-485 with Smart Control CenterController - Pump Control Option: Digital relay, analog (4-20 mA), power switchAccessories:<ul style="list-style-type: none">Spare Pump HeadCalibration ColumnPressure Relief ValveWye StrainerPressure TransmitterBack Pressure Regulator	1
3.	Water Quality Station, WQS1000 <ul style="list-style-type: none">Water Connection: 3/8" Push-connectSampling Flow Rate: 10 GPH	1

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

No	Item Description	Qty.
	<ul style="list-style-type: none"> ▪ Connectivity: Modbus RS485 Connection ▪ Data Logging: Real-time DAQ on USB flash drive ▪ Measurement - Total Chlorine: Dual Amperometric reagent less online sensor, 0-10 PPM measuring range, 0.01 PPM resolution ▪ Measurement – ORP Sensor (Platinum Extended Tip) ▪ Measurement - Temperature: 32-212° F measuring range, 0.1° F resolution ▪ Measurement - pH: 0-14 measuring range, 0.01 resolution ▪ Measurement - Water Level (optional): pressure transducer, resolution of 1% maximum scale ▪ Enclosure: Equal to or greater than Type 3R rating 	
4.	Sample Pump <ul style="list-style-type: none"> ▪ MFG: Micropump Model I Drive GJ Series ▪ 24VDC 	1
5.	Hypochlorite Storage Tank , including: <ul style="list-style-type: none"> ▪ Double Wall LLDPE Construction ▪ 5 Gallon Capacity (Nominal) ▪ Radar Level Transmitter ▪ Top Manway ▪ Tank Fittings ▪ Dimensions: 14" L x 14" W x 13.5" H 	1
6.	Suspended Chlorine Injection Stem	1
7.	Manufacturer's Services for Installation Inspection, System Start-Up, and Operator Training (2 Days at the Jobsite)	Included
8.	Submittal and Operation & Maintenance Manual as Follows <ul style="list-style-type: none"> ▪ Submittal: Sent Electronically ▪ O&M Manual: Sent Electronically 	Included
9.	FOB Factory, Milpitas, CA with Full Freight Allowed to Jobsite, Coastside County WD, CA	Included
	FIRM PRICE [ITEMS 1-9]	[US] \$148,350

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

ADDER: ACTIVE HEADSPACE VENTILATION SYSTEM

<u>No</u>	<u>Item Description</u>	<u>Qty.</u>
10.	Active Headspace Ventilation System, PPV-200 <ul style="list-style-type: none">▪ Motor: Standard 480 VAC, 3-Phase, 60 Hz▪ Power Switch: NEMA 1 safety disconnect switch▪ Air Flow: 1,500 CFM @ 0.50 in. H₂O Static Pressure▪ Motor Power: 0.5 HP▪ Nominal Power Draw: 0.28 kW▪ Dimension (L x W x D): 35" x 35" x 27"▪ Weight: 148 lbs.▪ Material: Powder-coated aluminum▪ Filters: Standard one-inch▪ Mounting Curb	1
11.	Active Headspace Ventilation System Control Center with SCADA Compatibility , including: NEMA 4 Enclosure: <ul style="list-style-type: none">▪ Lockable and weather resistant▪ Overall weight of control center 55 lbs.▪ Green and Red LED Indicator lights to display motor status▪ White LED Indicator light to display power▪ Cooling fan Motor Controller/VFD: <ul style="list-style-type: none">▪ Allen Bradley▪ Customer Input: 120VAC single phase▪ VFD Output: 240VAC three phase rated to 1.0 HP▪ HOA Switch▪ Manual speed control▪ Thermal shut-off protection built-in▪ Current overload protection built-in▪ Sine filter▪ Branch-circuit protection SCADA outputs included: <ul style="list-style-type: none">▪ Digital Output signal indicating motor running▪ Digital Output signal indicating fault▪ Digital Input/output signal for remote motor on/off▪ RS-485 or Dry Contact connections▪ 4-20mA signal	1
12.	Manufacturer's Field Services (in English only) , including: <ul style="list-style-type: none">• Installation Inspection• System Start-Up• Operator Training	Included

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

<u>No</u>	<u>Item Description</u>	<u>Qty.</u>
13.	Submittal and Operation & Maintenance Manual as Follows (In English Only) <ul style="list-style-type: none">▪ Submittals: Qty. One (1) Sent Electronically▪ O&M Manual: Qty. One (1) Sent Electronically	Included
14.	FOB Factory, Milpitas, CA with Full Freight Allowed to Jobsite, Coastside County WD, CA.	Included
	ADDER PRICE [ITEMS 10-14]	[US] \$31,000

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

B. SCOPE OF WORK BY OTHERS

1. **PAX PWM₁₅₀ Water Mixer (Existing)**
2. **Sample Tap**
3. Secondary containment of all equipment and piping.
4. 12.5% Sodium Hypochlorite supply.
5. Sample tap for Water Quality Station.
6. Equipment unloading and installation.
7. All civil works and concrete pad for equipment.
8. Any underground or structural work.
9. Anchor bolts and seismic restraints.
10. Heat tracing and insulation of all interconnecting equipment.
11. Room ventilation, air conditioning or lighting.
12. **Electrical power requirements:**
 - Sample Pump, (120VAC/1Ph/60 Hz for 20A)
 - Water Quality Station (100-240VAC/1Ph/60Hz for 10A)
 - Smart Control Center (100-120VAC/1PH/60Hz for 10A)
 - Chemical Feed Skid (100-120VAC/1Ph/60Hz for 10A).
13. Any video recording.
14. Electrical power to control panel.
15. Any electrical conduit runs.
16. Any tank recoating services, labor, or parts.
17. All hose, pipe and tubing supports, strut, and clamps.
18. Freeze protection for all tubing and piping external to the reservoir, if required.
19. All electrical conduit, wiring, electrical material (including disconnect switches), etc. between control panel, hypochlorite tank, metering pumps, SCADA, etc.
20. Hatch penetrations or modifications.
21. Any tank hatch or roof penetrations.
22. All electrical conduit, wiring, electrical material, etc. between control panel, SCADA, etc.
23. All taxes, fees, duties, tariffs and other customs clearance costs, lien waivers, bonds and licenses.
24. Any permitting or regulatory approvals.
25. Any items not explicitly listed under Scope of Work by PSI above.

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

C. CLARIFICATIONS

1. The equipment pricing is based on the information provided in the Application Datasheet (ADS). In the event of additional information or specification provided, the equipment scope may need to be revised and priced accordingly.
2. PSI estimates a 10% TTHM Removal rate (Not Guaranteed) with the inclusion of the Blower.

The THM removal rate is assuming a 100% Chloroform speciation. A different speciation will result in different performance results.
3. The power requirement for the Active Headspace Ventilation System Control Center is 120VAC/1Ph/30A.
4. All equipment excluding PAX Mixers must be installed in an indoor location. A shed or enclosure is not included in the proposal.
5. The sample water flow is 10 GPH. The sample water is assumed to be pumped to the Water Quality Station and then routed back into the tank.
6. Reservoir Low Water Level must be above 6' for PAX Mixer to function properly.
7. PSI recommends adding secondary containment to Hypochlorite chemical feed lines. When possible, trenching these lines underground would be optimal.
8. The performance of the Monoclor[®] RCS design reported in this document is dependent on the tank operations data provided in the design criteria and may vary significantly under different operating conditions and/or scenarios.

D. TERMS OF PAYMENT

- Twenty Percent (20%) Payment Invoiced on Approved Submittals
- Seventy Five Percent (75%) Payment Invoiced on Equipment Shipment
- Five Percent (5%) Payment at Startup
- Net 30 Days
- Price Valid for 30 Days

E. DELIVERY

- Submittal: 6 - 8 Weeks After Receipt of Fully Executed Order
- Equipment Shipment: 12 - 14 Weeks After Approval of Submittals

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

SECTION 2

PROPOSAL ACCEPTANCE

PSI WATER TECHNOLOGIES

A cleanwater1 Company

Monoclor® Residual Control System

PSI Water Technologies, Inc. File No.: P19-4290-1 (FIRM) Rev-1

- 1) PSI Water Technologies, Inc. (Seller) proposes to furnish the equipment described in this proposal. Any items not shown above as detailed under "SCOPE OF WORK BY PSI" are EXCLUDED. In addition:
 - a. Seller's price will be held valid for a period of 30 days from the date of this proposal ("Proposal Date"). Seller shall have the right to reprice this proposal if the Buyer's order is received more than 30 days beyond the Proposal Date or delivery more than 365 days after commercial agreement.
 - b. Prices are in US Dollars.
 - c. Local or state taxes are not included in this proposal.
- 2) This proposal by Seller is contingent upon: (i) Seller's written acceptance of the signed proposal, a purchase order, or other document issued by the Buyer in response to this proposal; and (ii) Buyer's assent to the terms and conditions contained in this proposal, such terms to take precedence in the event of conflict with any other terms or documents incorporated into the contract arising out of this proposal unless otherwise agreed in a writing, signed by Seller; and (iii) satisfactory completion of an anti-corruption due diligence review, if applicable.
- 3) All of the information supplied by Seller in connection with this proposal (including drawings, designs and specifications) (the "Information") is confidential and/or proprietary and has been prepared for Buyer's use solely in evaluating the purchase of the equipment and/or services described herein. Transmission of all or any part of the Information to others, or use by Buyer for any purpose other than such evaluation, is expressly prohibited without Seller's prior written consent.
- 4) Please return a signed copy of this proposal or address and send your purchase order to:
PSI Water Technologies, Inc.
550 Sycamore Drive
Milpitas, CA 95035
Attn: Guy Chadwell
Phone: 408.819.3043
Fax: 408.866.4660
E-mail: orders@ cleanwater1.com

Thank you for your interest in PSI Water Technologies, Inc. We are committed to meeting your expectations.

Proposal Acceptance

An authorized signature indicates Buyer's acceptance of this proposal, including without limitation Seller's Terms and Conditions below.

Company Name

Buyer's Name (printed)

Date

Buyer's Authorized Signature

Requested Arrival Date

Bill To Name: _____	Ship To Name: _____
Bill To Email: _____	Ship To Email: _____
Bill To Phone: _____	Ship To Phone: _____
Bill to Address: _____	Ship to Address: _____
_____ City State Zip	_____ City State Zip

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

SECTION 3

TERMS AND CONDITIONS

1. **Applicable Terms.** These terms govern Seller's sale, and Buyer's purchase, of the products and/or services referred to in Seller's proposal or quotation (collectively, the "Products"). The front page of Buyer's purchase order (disregarding any reference to terms and conditions and any provisions that conflict herewith), if any, together with the description of the Products in Seller's proposal or quotation and these terms and conditions comprise the complete and exclusive agreement between the parties (the "Agreement") related to the purchase and sale of the Products. All prior communications, documents, negotiations and representations, if any, are merged herein. Whether these terms are included in an offer or an acceptance by Seller, such offer or acceptance is conditioned on Buyer's assent to these terms. Any additional, different or conflicting terms contained in Buyer's request for proposal, specifications, purchase order or any other written or oral communication from Buyer shall not be binding in any way on Seller, whether or not they would materially alter this document, and Seller hereby objects thereto. All orders are subject to prior credit approval by Seller.

2. **Pricing.** The prices shall be: (a) as stated in Seller's proposal or order acknowledgment, or (b) if none are stated, Seller's standard prices in effect at the time of release for shipment.

3. **Payment.** Unless otherwise stated, all payments shall be net 30 days from invoice date payable in United States Dollars. Unless provided otherwise in Seller's proposal, 20% of the purchase price will be invoiced on approved submittals, 75% will be invoiced on shipment, and 5% invoice at startup. If Buyer fails to make any payment to Seller when due, Buyer's entire account(s) with Seller will become immediately due and payable without notice or demand. Buyer will pay 1½% interest per month, compounded monthly, on all amounts not received by the due date. Buyer hereby grants Seller a purchase money security interest in the Products until such time as Seller is fully paid. Buyer will assist Seller in taking action to perfect and protect Seller's security interest. Seller may make partial shipments, in which case, Buyer shall pay for each shipment in accordance with the terms hereof.

4. **Taxes, Shipping, Packing.** Except to the extent expressly stated otherwise in these terms or in Seller's proposal or quotation, prices do not include any freight, storage, insurance, taxes, excises, fees, duties or other government charges, and Buyer shall pay such amounts or reimburse Seller for any such amounts Seller pays. If Buyer claims a tax or other exemption or direct payment permit, it shall provide Seller with a valid exemption certificate or permit and indemnify, defend and hold Seller harmless from any taxes, costs, and penalties arising out of same. Prices include the costs of Seller's standard domestic packing only. Any deviation from standard packing (domestic or export) shall result in extra charges. Any and all increases, changes, adjustments, or surcharges (including fuel surcharges) which may arise in connection with the freight charges, rates or classification included as part of this Agreement, shall be for the Buyer's account.

5. **Delivery.** Products shall be delivered F.O.B. Seller's point of shipment or Ex Works Seller's point of shipment if being delivered outside the United States. All delivery dates are estimated and are dependent in part upon prompt receipt of all necessary information from Buyer, including submittal approvals, if applicable, and all required commercial documentation. Seller will make a good faith effort to complete delivery of the Products on the date and to the location specified in writing by Buyer, but Seller assumes no liability for loss or damage due to delay or inability to deliver, whether or not such loss or damage was made known to Seller. If Buyer causes or requests a shipment delay, or if Seller ships or delivers the Products erroneously as a result of inaccurate, incomplete or misleading information supplied by Buyer or its agents or representatives, storage and all other additional costs and risks will be borne solely by Buyer. Any claims for Products damaged or lost in transit ("Transit Losses") must be made by Buyer to the carrier and reported to Seller within one business day following delivery to Buyer.

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

6. Inspection and Acceptance. Buyer will have seven days from the date Buyer receives any Products to inspect such Products for defects and nonconformance which are not due to Transit Losses, and to notify Seller, in writing, of any defects, nonconformance or rejection of such Products. After such seven-day period, Buyer will be deemed to have irrevocably accepted the Products, if not previously accepted. After such acceptance, Buyer will have no right to reject or revoke acceptance of the Products for any reason.

7. Returns and Cancellation. Buyer may not return custom engineered Products. Buyer may return other Products only with Seller's prior written approval, which may be withheld in Seller's sole discretion. Any authorized return will be subject to payment of a restocking charge and will be allowed only if the subject Product: (i) is in new condition, suitable for resale, and (ii) has not been used, installed, modified, altered or damaged. The restocking charge for authorized returns will be no less than (x) 25% of the purchase price, net of any freight charges included in the purchase price, plus (y) 100% of freight costs incurred by Seller. Buyer is responsible for the payment or reimbursement of return freight charges. Returns will be shipped F.O.B. Seller's location. Seller may, but will not be obligated to, treat any cancellation of an accepted order as an authorized return.

8. Force Majeure. Seller will have no liability for any breach caused by extreme weather or other act of God, strike or other labor shortage or disturbance, fire, accident, war or civil disturbance, delay of carriers, failure of normal sources of supply, act of government, epidemic or other public health crisis, or any other cause beyond Seller's reasonable control.

9. Warranty. If the Trihalomethane Removal System being supplied includes a PAX Mixer, the PAX Mixer is warranted as set forth in the Warranty Attachment hereto. Seller warrants that all other Products will be free from defects in material and workmanship for 12 months from initial operation or 18 months from shipment, whichever is earlier (the "Warranty Period"). Seller's warranties are conditioned on (i) the Product being stored, handled, installed, started-up, operated and maintained in accordance with Seller's instructions, (ii) no repairs, modifications or alterations being made to the Product other than by Seller or its authorized representatives, (iii) Buyer providing prompt written notice of any warranty claims within the Warranty Period; (iv) Seller's verification of the claimed breach of warranty; and (v) at Seller's discretion, Buyer either removing and shipping the Product or non-conforming part thereof to Seller, at Buyer's expense, or Buyer granting Seller access to the Product at all reasonable times and locations to assess the warranty claims. Seller's warranties do not apply to software and do not cover ordinary wear and tear.

The sole remedy of Buyer or the initial end-user of the Project for any breach of Seller's warranty is limited to Seller's choice of repair or replacement of the Product, or non-conforming parts thereof F.O.B. jobsite, or refund of the purchase price for the subject Product or part. The warranty on repaired or replacement Products or component parts is limited to the remainder of the original Warranty Period and otherwise subject to the terms of this warranty. Buyer or the initial end-user shall be responsible for (i) any labor required to remove or gain access to the Product so that Seller can assess the available remedies; and (ii) all costs of installation of repaired or replacement Products or component parts.

THE WARRANTIES SET FORTH IN THIS SECTION 9 AND IN THE WARRANTY ATTACHMENT HERETO ARE INTENDED TO BE SELLER'S SOLE AND EXCLUSIVE WARRANTIES, AND SELLER'S WARRANTIES ARE SUBJECT TO SECTION 10 BELOW. SELLER MAKES NO OTHER WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, OR ANY WARRANTIES THAT MIGHT ARISE FROM COURSE OF DEALING OR USAGE OF TRADE. NOTWITHSTANDING THE FOREGOING, IF IT IS ALLEGED OR DETERMINED THAT SELLER HAS MADE ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BY COURSE OF DEALING OR USAGE OF TRADE, SUCH OTHER WARRANTIES SHALL BE SUBJECT TO ALL THE CONDITIONS, LIMITATIONS AND PROCEDURES SET FORTH IN THIS SECTION 9, THE WARRANTY ATTACHMENT HERETO, AND SECTION 10 BELOW.

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

10. LIMITATION OF LIABILITY. NOTWITHSTANDING ANYTHING ELSE TO THE CONTRARY, SELLER WILL NOT BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE OR OTHER INDIRECT DAMAGES, AND SELLER'S TOTAL LIABILITY ARISING AT ANY TIME FROM THE SALE OR USE OF THE PRODUCTS WILL NOT EXCEED THE PURCHASE PRICE PAID FOR THE PRODUCTS. THESE LIMITATIONS APPLY WHETHER THE LIABILITY IS BASED ON CONTRACT, TORT, STRICT LIABILITY OR ANY OTHER THEORY. THE REMEDIES SET FORTH IN THIS AGREEMENT ARE INTENDED TO CONSTITUTE A COMPLETE ALLOCATION OF THE RISKS BETWEEN THE PARTIES, AND BUYER ACKNOWLEDGES THAT IT IS KNOWINGLY LIMITING THE REMEDIES THAT MIGHT OTHERWISE BE AVAILABLE TO BUYER. BECAUSE THIS AGREEMENT AND THE PRICE PAID REFLECT SUCH ALLOCATION, THE REMEDIES PROVIDED TO BUYER HEREUNDER WILL NOT HAVE FAILED OF THEIR ESSENTIAL PURPOSE EVEN IF THEY OPERATE TO BAR RECOVERY FOR CERTAIN DAMAGES THAT BUYER MAY INCUR.

11. Remedies of Seller. Any of the following will constitute an event of default which will enable Seller, at its option and without liability to Buyer, to cancel any unexecuted portion of the order that is the subject of this Agreement and to exercise any other right or remedy expressed herein or otherwise available at law or in equity: (i) the failure of Buyer to make any payment required hereunder when due ("Payment Default") or to perform any other term or condition contained herein; (ii) the insolvency of Buyer or its failure to pay its debts as they mature, an assignment by Buyer for the benefit of its creditors, the appointment of a receiver for Buyer or for the materials covered by this Agreement, or the filing of any petition to adjudicate Buyer bankrupt; (iii) a failure by Buyer to provide adequate assurance of performance within ten days after a justified demand by Seller; or (iv) if Seller, in good faith, believes that Buyer's prospect of performance under this Agreement is impaired. Seller's obligations under Section 9 hereof will be suspended during the pendency of any Payment Default. No such suspension will extend Seller's obligations under Section 9 beyond the Warranty Period provided therein. Seller's election of any remedy in the event of a default by Buyer will not preclude Seller from exercising any other remedy available to Seller hereunder or at law or in equity for the same or any other default. In the event it becomes necessary to incur any expense for collection of any overdue account, Seller's collection charges, including attorneys' fees and expenses, will be added to the balance due and Buyer will pay all such charges together with interest thereon from the date incurred in accordance with Section 3.

12. Equal Employment Opportunity. Seller is an equal opportunity employer. The parties shall, as applicable, abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a), 41 CFR 60-741.5(a) and Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A) (relating to the notice of employee rights under federal labor laws), and these laws and regulations are incorporated herein by reference.

13. Export Compliance. Buyer acknowledges that Seller is required to comply with applicable export laws and regulations relating to the sale, export, transfer, assignment, disposal, and use of the Products provided under this Agreement, including any export license requirements. Buyer agrees that such Products shall not at any time directly or indirectly be used, exported, sold, transferred, assigned, or otherwise disposed of in a manner which will result in non-compliance with such export laws and regulations. It shall be a condition of the continuing performance by Seller of its obligations hereunder that compliance with such export laws and regulations be maintained at all times. BUYER WILL INDEMNIFY, DEFEND AND HOLD SELLER HARMLESS FROM ANY AND ALL COSTS, LIABILITIES, PENALTIES, SANCTIONS AND FINES RELATED TO NON-COMPLIANCE WITH APPLICABLE EXPORT LAWS AND REGULATIONS.

14. Miscellaneous. No part of this Agreement may be changed or cancelled except by a written document signed by Seller and Buyer. As used in this Agreement, "including" and its variants mean "including without limitation" and its variants. No course of dealing or performance, usage of trade, or failure to enforce any term will be used to modify the Agreement. Buyer acknowledges that it has not relied upon any letters of intent, agreements, promises, negotiations, statements or representations other than those expressly set forth in this Agreement and that no such extraneous document or other communication shall be of any force or effect. Buyer agrees and warrants that in entering into this Agreement, Buyer is relying solely upon the information

PSI WATER TECHNOLOGIES

A cleanwater¹ Company

contained in this Agreement and not in reliance upon any other information. If any of these terms is unenforceable, such term will be limited only to the extent necessary to make it enforceable, and all other terms will remain in full force and effect. Buyer may not assign this Agreement without Seller's prior written consent. This Agreement will be governed by the laws of the State of California without regard to its conflict of laws provisions. The application of the United Nations Convention on Contracts for the International Sale of Goods is excluded. Any bond issued by Seller in connection with the sale of the Products shall remain in effect for a maximum of two (2) years after acceptance of the Products, and the only warranty, guaranty or Product performance obligations covered thereby shall be those at Section 9 above. Buyer covenants to return any such bond to Seller upon the earlier to occur of (x) the expiration of the Warranty Period, and (y) the expiration of the aforesaid two-year period. All Product performance obligations of Seller are contingent on the conditions of and within the tank in which the Products are installed being as specified by Seller and will be considered satisfied and discharged upon successful completion of the initial Product performance testing. EACH OF THE PARTIES IRREVOCABLY AND UNCONDITIONALLY WAIVES ITS RIGHT TO TRIAL BY JURY IN RESPECT OF ANY LEGAL PROCEEDING DIRECTLY OR INDIRECTLY ARISING IN CONNECTION WITH THE TRANSACTION CONTEMPLATED HEREBY.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jeffrey Schneider
Assistant General Manager – Finance & Administration

Agenda: May 13, 2025

Report Date: May 9 , 2025

Agenda Title: Approval of a Professional Services Agreement with Reliable Automation Controls, LLC. for Maintenance and Instrumentation Support of the District's SCADA System

Recommendation / Motion:

Authorize the General Manager to enter into a professional services agreement with Reliable Automation Controls, LLC. for maintenance and instrumentation support of the District's SCADA System for a time and materials cost not to exceed \$70,000 for the next twelve months.

Background:

The District's Supervisory Control and Data Acquisition (SCADA) system has been supported by Calcon Systems, Inc. (Calcon) since 2009 and the District intends to continue its relationship with the firm. In addition to Calcon, the District recommends the establishment of an agreement with a second firm, Reliable Automation Controls, LLC. (RAC), to provide similar services on a time and materials (T&M) basis.

The founder of RAC and the key point of contact for on-going services is Rudy Everett, who has until recently, been employed by Calcon and has functioned for the last 15 years as the District's primary provider of SCADA support services. In his role with his new company, Mr. Everett will continue to serve as the District's primary SCADA resource, with Calcon functioning in a back-up role.

The proposed RAC Scope of Work and related fee schedule is included as Attachment A.

Note: relative to hourly rates from Calcon, the RAC service rates are lower for base hourly, overtime, after-hours, travel and materials.

ATTACHMENT A



Reliable Automation Controls
Novato CA 94947
www.reliableautomationcontrols.com

Annual Services Agreement
4/17/2025

To
Coastside County Water District
766 Main St, Half Moon Bay, CA 94019, USA
650.726.4405

Subject
Annual Service Rates – 2025

Services Description

Providing maintenance, instrumentation, calibrations, HMI, PLC, SCADA, modifications, system integration and other work performed on a time-and-materials basis.

The following rates apply for the 2025 calendar year up to the annually budgeted amount of 70K.

Billing Rates

Description	Rate
Standard rate: standard business hours, Monday-Friday 7 AM – 6 PM on-site time Labor rate per hour, 4-hour minimum per service call.	\$175.00 per hour
Overtime rate: applies for hours in excess of eight standard hours per day Labor rate per hour <i>*CCWD special overtime rate. Standard rate applies</i>	\$175.00 per hour
After-hours, nights and weekends service call rate: Labor rate per hour, 4-hour minimum per service call. <i>*CCWD special after-hours, nights & weekends service call rate. Standard rate applies for first 24 hours, 250.00/hour thereafter.</i>	\$175.00 per hour
Travel rate: travel and mileage allowance of \$350 per round trip for travel to the district's work sites.	\$350.00 per trip
Materials will be priced/quoted on an as-needed basis at the following markup.	Cost + 20%

Terms

Net 30 Days

This quote is valid for the 2025 calendar year unless otherwise noted above.

X *Rudolph Everett*

Rudy Everett
Owner

Rudy Everett
Reliable Automation Controls
Mobile 415.306.1391
RAC@reliableautomationcontrols.com

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Report Date: May 9, 2025

Agenda Title: Overview of Draft Capital Improvement Program for Fiscal Years 2025/26 – 2034/35

Recommendation / Motion:

Information Only.

Background:

At the May 13, 2025 Regular Board of Director's Meeting, staff will review the details of the Draft Capital Improvement Program (CIP) for Fiscal Years 2025/26 – 2034/35 (Exhibit A.)

Staff and Jon Sutter from EKI Environment and Water, Inc. met with the Facilities Committee on April 22, 2025 to review the Draft CIP Plan. The Facilities Committee did not recommend any changes to the draft CIP Plan at this time.

A summary of the CIP follows below:

Draft Fiscal Year 2025/26 to 2034/2035 Capital Improvement Program:

- Draft 5 Year CIP - \$33,150,000
- Draft 10 Year CIP - \$69,520,000
- Prior Year's Approved 10 Year CIP - \$69,175,000

The changes by spending category versus the prior year 10-Year CIP Plan approved in June 2024 are shown below:

STAFF REPORT**Agenda: May 13, 2025****Subject: Overview of Draft FY 2025/26 – 2034/35 Capital Improvement Program Plan****Page : 2**

Draft FY 2025/26 to FY 2034/35 CIP Plan vs. Prior Year's CIP Plan *(Approved June, 2024)*

Category	Draft CIP Plan FY 25/26 - FY 34/35	Approved CIP Plan FY 24/25 - FY 33/34	Budget Inc/(Decr)	Notes
Equipment Purchase and Replacement	\$1,850,000	\$1,500,000	\$350,000	
Facilities and Maintenance	\$2,970,000	\$1,900,000	\$1,070,000	Increased cost of Pilarcitos Canyon culvert and slide repairs, and added costs for EV infrastructure and meter replacements.
Pipeline Projects	\$20,150,000	\$25,700,000	(\$5,550,000)	Reflects completion of Phase 1 of the Highway 92 project in FY 2024/25 and adjusted cost estimates on other pipeline projects.
Pump Stations/Tanks/Wells	\$33,100,000	\$26,550,000	\$6,550,000	Increased cost estimates for tank replacement projects including Carter Hill Tank phase II ("tank 3") and Alves. Also includes upper Pilarcitos well field replacement project.
Water Supply Development	\$6,300,000	\$8,950,000	(\$2,650,000)	Reflects delay of lower Pilarcitos well development which now includes only a feasibility study.
Water Treatment Plants	\$5,150,000	\$4,575,000	\$575,000	Reflects addition of the rehabilitation of the Nunes original sedimentation basin.
Total	\$69,520,000	\$69,175,000	\$345,000	

Budget Process Timeline

Also included is the Budget Process Timeline that lists key milestones and the schedule for Committee and Board reviews and approval of the District's FY 2025/26 O&M Budget and CIP Plan for Fiscal Years 2025/26 through FY2034/35.

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.

STAFF REPORT**Agenda: May 13, 2025****Subject: Overview of Draft FY 2025/26 – 2034/35 Capital Improvement Program Plan****Page : 3**

FY 25-26 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
April 22, 2025	Facilities Committee - Capital Improvement Program (CIP) Review
May 13, 2025 Regular Board Meeting	Board Presentation of Draft CIP Budget
May XX, 2025	<i>Tentative: Finance Committee – Review of Draft O&M / CIP Budgets</i>
June 10, 2025 Regular Board Meeting	Board Approval of FY25-26 O&M and FY25-26 – FY34/35 CIP Budgets

Project #	Project Name	Status	Projected FY 25/26 to FY 34/35 Total	Rank	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	FY 32/33	FY 33/34	FY 34/35	Projected FY 25/26 to FY 34/35 Total
Equipment Purchase & Replacement															
06-03	SCADA Upgrades	Ongoing	\$ 500,000	3	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
15-04	Vactor Truck Fleet Addition	Concept	\$ 800,000	4				\$ 800,000							\$ 800,000
99-02	Vehicle Fleet Replacements	Ongoing	\$ 550,000	1	\$ 50,000	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 550,000
	Equipment Purchase & Replacement Totals		\$ 1,850,000		\$ 100,000	\$ 150,000	\$ 100,000	\$ 900,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,850,000
Facilities & Maintenance															
09-09	Fire Hydrant Upgrades and Replacements	Ongoing	\$ 1,400,000	1	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,400,000
23-13	Pilarcitos Canyon Slide Repairs and Culvert Replacement Project (damanged in January 2023 storms)	Design/Permitting	\$ 900,000	1	\$ 100,000	\$ 100,000	\$ 700,000								\$ 900,000
	District Office/Corporation Yard EV Fleet Infrastructure Project		\$ 300,000	4				\$ 300,000							\$ 300,000
	District Office/Corporation Yard Upgrade Project		\$ -												\$ -
99-01	Meter Replacements	Ongoing	\$ 370,000	2-3	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 370,000
	Facilities and Maintenance Totals		\$ 2,970,000		\$ 250,000	\$ 250,000	\$ 850,000	\$ 450,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 2,970,000
Pipeline Projects															
14-01	Highway 92 Treated Water Pipeline Replacement Project (replacement of welded steel pipe)	Construction	\$ 3,400,000	1	\$ 700,000	\$ 200,000	\$ 2,500,000								\$ 3,400,000
14-33	Miramar Neighborhood Pipeline Replacement (replacement of cast iron pipe)	Concept	\$ 1,900,000	4							\$ 100,000	\$ 1,800,000			\$ 1,900,000
16-09	Pipeline Replacements (Miramar neighborhood at Santa Rosa/Alcatraz - replacement of cast iron pipe) and Miramar Dead-end Looping Project at Alameda Avenue	Design	\$ 1,000,000	1	\$ 100,000	\$ 900,000									\$ 1,000,000
18-01	Pine/Willow/Oak Pipeline Replacement Project (replacement of cast iron pipe)	Bid Ready	\$ 3,000,000	2-3					\$ 3,000,000						\$ 3,000,000
21-01	Redondo Beach Loop/Ocean Colony Pipeline Replacement Project	Design	\$ 500,000	5		\$ 500,000									\$ 500,000
21-09	Upper Miramar Pipeline Replacement	Design	\$ 550,000	1	\$ 50,000			\$ 500,000							\$ 550,000
22-01	Miramontes Point Road Pipeline Replacement	Design	\$ 3,000,000	3					\$ 1,500,000	\$ 1,500,000					\$ 3,000,000
23-01	PRV Project: Seahaven/Frenchman's Creek Neighborhoods	Concept	\$ 800,000	1				\$ 800,000							\$ 800,000
23-02	Poplar Street Pipeline Replacement Project (west side of Hwy 1 - replacement of cast iron pipe)	Concept	\$ 2,000,000	4									\$ 2,000,000		\$ 2,000,000
25-01	Kehoe Neighborhood Pipeline Replacement (replacement of cast iron pipe)	Concept	\$ 3,000,000	5										\$ 3,000,000	\$ 3,000,000
NN-00	Unscheduled CIP	Concept	\$ 1,000,000		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
	Pipeline Projects Totals		\$ 20,150,000		\$ 950,000	\$ 1,700,000	\$ 2,600,000	\$ 1,400,000	\$ 4,600,000	\$ 1,600,000	\$ 200,000	\$ 1,900,000	\$ 2,100,000	\$ 3,100,000	\$ 20,150,000
Pump Stations/Tanks/Wells															
21-07	Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project: Phase I/Phase II	Construction	\$ 21,600,000	1	\$ 9,000,000			\$ 500,000	\$ 100,000	\$ 6,000,000	\$ 6,000,000				\$ 21,600,000
08-14	Alves Tank Rehabilitation/Replacement Project	Concept	\$ 6,500,000										\$ 500,000	\$ 6,000,000	\$ 6,500,000
19-01	El Granada #1 Tank Site Pump Station Replacement Project	Design	\$ 1,100,000	1	\$ 100,000	\$ 1,000,000									\$ 1,100,000
14-33	Miramar Tank Rehabilitation	Concept	\$ 200,000											\$ 200,000	\$ 200,000

Project #	Project Name	Status	Projected FY 25/26 to FY 34/35 Total	Rank	FY 25/26	FY26/27	FY27/28	FY28/29	FY 29/30	FY 30/31	FY 31/32	FY 32/33	FY 33/34	FY 34/35	Projected FY 25/26 to FY 34/35 Total
08-16	Cahill Tank Exterior Recoat	Concept	\$ 550,000	3			\$ 50,000	\$ 500,000							\$ 550,000
09-18	Upper Pilarcitos Well Field Replacements	Bid Ready	\$ 2,000,000	1	\$ 2,000,000										\$ 2,000,000
16-08	Denniston Well Field Replacements	Feasibility	\$ 500,000											\$ 500,000	\$ 500,000
21-03	CSP Pump #3 Replacement	Bid Ready	\$ 250,000					\$ 250,000							\$ 250,000
23-11	CSP Screens: Installation of Intake Valves (future)	Feasibility	\$ -												\$ -
19-05	Tanks - THM Control Mixer Installation	Ongoing	\$ 400,000		\$ 200,000		\$ 100,000	\$ 100,000							\$ 400,000
	Pump Stations/Tanks/Wells Totals		\$ 33,100,000		\$ 11,300,000	\$ 1,000,000	\$ 150,000	\$ 1,350,000	\$ 100,000	\$ 6,000,000	\$ 6,000,000	\$ -	\$ 500,000	\$ 6,700,000	\$ 33,100,000
Water Supply Development															
14-25	San Vicente/Denniston Water Supply Project	Design/Ongoing	\$ 4,100,000	1	\$ 2,200,000	\$ 300,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 4,100,000
13-04	Denniston Diversion	Concept	\$ 2,000,000	5									\$ 2,000,000		\$ 2,000,000
23-04	Lower Pilarcitos Well Development (feasibility study)	Feasibility	\$ 200,000	5					\$ 200,000						\$ 200,000
	Water Supply Development Totals		\$ 6,300,000		\$ 2,200,000	\$ 300,000	\$ 200,000	\$ 200,000	\$ 400,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 2,200,000	\$ 200,000	\$ 6,300,000
Water Treatment Plants															
23-06	Sedimentation Basin Rehabilitation	Concept	\$ 750,000		\$ 250,000	\$ 750,000									\$ 750,000
NN-00	Denniston Water Treatment Plant Improvement Project	Concept	\$ 4,400,000				\$ 200,000	\$ 200,000				\$ 4,000,000			\$ 4,400,000
	Water Treatment Plants Totals		\$ 5,150,000		\$ 250,000	\$ 750,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 5,150,000
GRAND TOTAL			\$ 69,520,000		\$ 15,050,000	\$ 4,150,000	\$ 4,100,000	\$ 4,500,000	\$ 5,350,000	\$ 8,050,000	\$ 6,650,000	\$ 6,440,000	\$ 5,140,000	\$ 10,340,000	\$ 69,520,000

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Date: May 9, 2025

Agenda Title: Approval of Updated Organization Chart and Amended Salary Schedule for Fiscal Year 2024-2025

Recommendation/Motion:

Approve (1) an Updated Organization Chart, and (2) Amended Salary Schedule for Fiscal Year 2024-2025 to be effective May 13, 2025.

Background:

Organizational Changes

As staff considers succession planning, current position vacancies, and upcoming employee retirements, staff proposes an update to the District's organization chart to address increased workloads and the need for changes of skill sets of staff given increased levels of regulatory monitoring and reporting, asset and systems management responsibilities as well as increased complexities in the District's day-to-day operations.

The District's current organization chart includes (23) employees who are responsible for operating (2) water treatment plants and the Crystal Springs Pump Station; maintaining over 100 miles of distribution and transmission and distribution pipeline, (10) water tanks, and 7,700 water connections; and managing a 10-year Capital Improvement Program of \$69 Million. The District's staffing levels are "lean" in comparison to other similarly sized BAWSCA agencies who do not treat their own water. (For reference, consider that Mid-Peninsula Water District has (21) employees and relies 100% on SFPUC treated water.)

District staff recently engaged a human resource consultant to assist with organizational planning. These efforts have resulted in the internal reorganization recommendations that follow below. Staff met with the Human Resources Committee on April 15, 2025, and the Committee concurs with these recommendations.

Staff recommends the following changes that would become effective immediately:

Operations Management

- Eliminate the position of Superintendent (vacant since Fall 2024) and add the following two management positions specializing in their areas of focus in District operations:
 - Water Treatment Operations Manager
 - Water Distribution Operations Manager

These two exempt management positions will work together in unison to manage the operations of the District but will each focus on their specific areas of expertise given the significant complexities of the District's treatment and distribution operations.

Exhibit C provides a summary level of the "Operations Manager Responsibilities by Area of Expertise." As described in this chart, the Water Treatment Operations Manager focuses on ensuring production of high quality, safe potable drinking water as well as ensuring the adequacy of availability of supply to serve fire flows and community needs. The Water Distribution Operations Manager focuses on ensuring delivery of high quality, safe potable drinking water and that the distribution and related infrastructure are properly operated and maintained to ensure that water can be delivered safely and at adequate volumes and pressures to serve fire flows and community needs.

Draft job descriptions for the two positions are included as Exhibits D and E.

Finance and Administration

- Add a Customer Support Specialist who will assume complex administrative and analytical responsibilities while cross-training on tasks unique to the District requiring historical and water industry background including:
 - Accounting for and administering the Crystal Springs Program for uninstalled connections; water transfers; priority water connections.
 - California Coastal Commission reporting
 - Water services agreements for mainline extensions.
 - Plan review administration.
 - ESRI and GIS Integration

This position is being added in anticipation of near-term retirements and the need for cross-training and will report to the Assistant General Manager. (See Exhibit F for the draft job description.)

The organizational structure changes are shown on the Updated Organization Chart (Exhibit A.)

Salary Schedule Changes

Operations Management

On the attached Draft Amended Salary Schedule (Exhibit B), the Superintendent position has been eliminated and the “Operations Manager” position and accompanying salary range has been added. This position and range is applicable for both the Water Treatment and Water Distribution specializations. The range reflects similar ranges at neighboring water districts (Mid-Peninsula and North Coast) and as discussed with the District’s HR consultant. The range also allows for growth “steps” in the range.

Finance and Administration

The Draft Amended Salary Schedule includes the proposed “Customer Support Specialist” position. This position is differentiated from the Customer Service II position given the increased level of responsibility.

The District’s HR consultant also advised that when developing the salary survey this past year, she found that the Office Manager and Accounting Manager positions were difficult to find comparisons for, but indicated that the District salaries appeared to be below market given the level of responsibility and as compared to neighboring water districts. Staff proposes that the range for both positions be changed to the same range as the Water Resource Analyst, but with the addition of one step to allow for growth. Staff also recommends changing the title of the Office Manager to “Administrative Services Manager” similar to titles found in other water districts.

Staff requests that the Board approve the Updated Organization Chart for FY 2024-2025 (Exhibit A) and Amended Salary Schedule (Exhibit B) with the changes in positions as described above.

At the June 10, 2025 Regular Board of Directors meeting, the Board will be asked to approve a FY 2025-2026 salary schedule that includes next fiscal year’s COLA adjustment.

Budget Impact:

The FY 2024-2025 budget impact can be absorbed in the current year’s budget given savings in other budget line items.

The FY 2025-2026 impacts are included in the Draft FY2025-2026 Operations budget that the Board reviewed at the April 2025 Regular Board of Directors meeting.

Attachments:

Exhibit A Draft - Updated Organization Chart

Exhibit B Draft Amended Salary Schedule

Exhibit C "Operations Manager Responsibilities by Area of Expertise" Chart

Exhibit D Draft Class Specification: Water Treatment Operations Manager

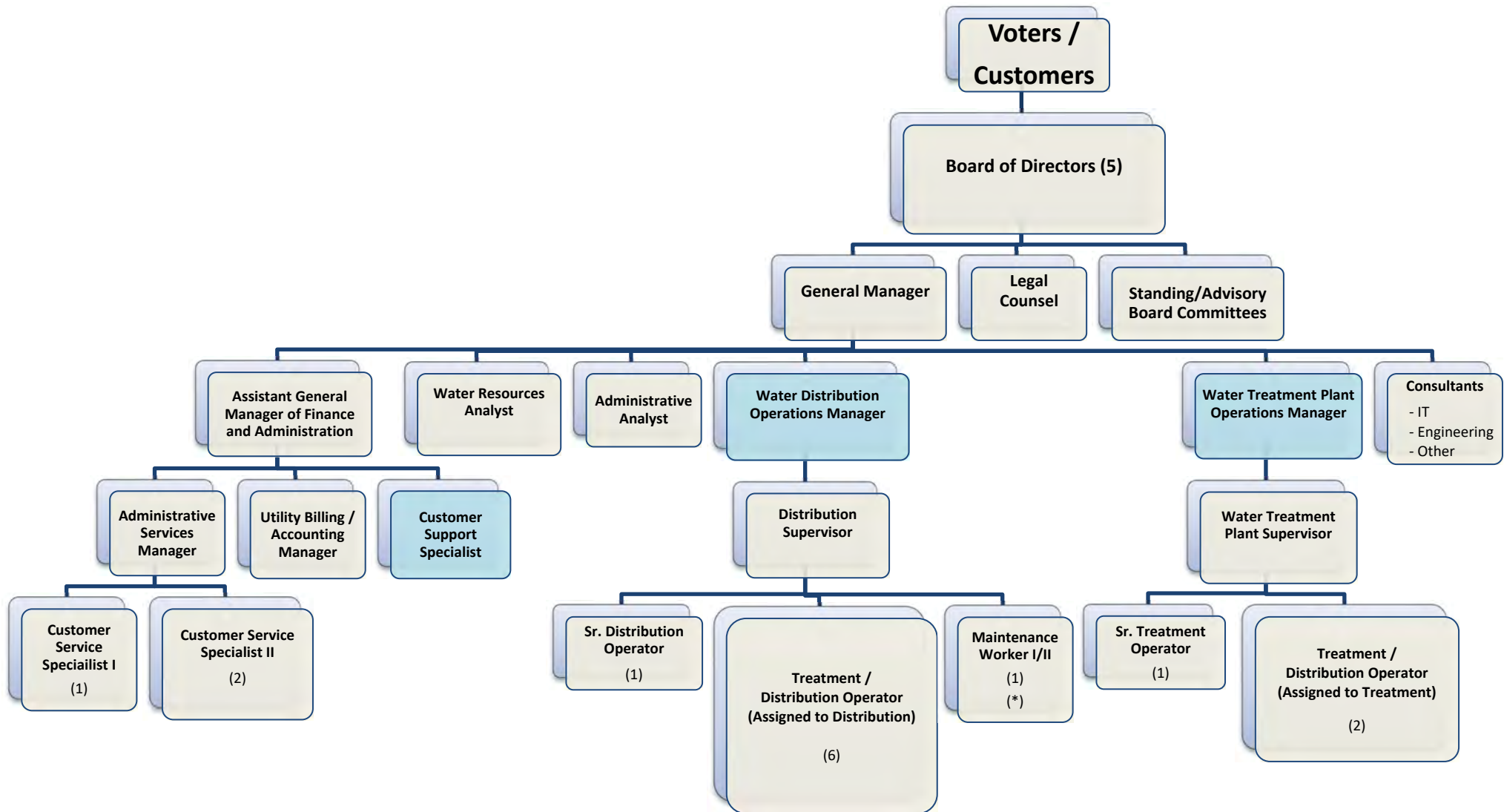
Exhibit E Draft Class Specification: Water Distribution Operations Manager

Exhibit F Draft Class Specification: Customer Support Specialist



**COASTSIDE COUNTY WATER DISTRICT
ORGANIZATION CHART**
Updated: April 11, 2025 (DRAFT)

Exhibit A



(*) the maintenance worker position is shared by the Distribution and Treatment groups

COASTSIDE COUNTY WATER DISTRICT
 AMENDED SALARY SCHEDULE FOR FISCAL YEAR 2024-2025

EFFECTIVE: 5/13/2025

Approved at Board Meeting: _____

DRAFT

JOB TITLE

HOURLY RANGE BOTTOM	ANNUAL	HOURLY RANGE TOP	ANNUAL
---------------------	--------	------------------	--------

MANAGEMENT
GENERAL MANAGER
ASSISTANT GENERAL MANAGER - FINANCE / ADMINISTRATION
OPERATIONS MANAGER (Treatment and Distribution)

			\$ 275,974
	\$ 187,855		\$ 228,884
	\$ 172,013		\$ 209,581

ADMINISTRATIVE
ADMINISTRATIVE ANALYST
ADMINISTRATIVE SERVICES MANAGER
ACCOUNTING MANAGER/UTILITY BILLING MANAGER
TEMPORARY - CUSTOMER SERVICE
CUSTOMER SUPPORT SPECIALIST (new)
CUSTOMER SERVICE SPECIALIST I
CUSTOMER SERVICE SPECIALIST II
WATER RESOURCE ANALYST

\$ 51.168	\$ 106,429	\$ 62.343	\$ 129,673
\$ 60.197	\$ 125,210	\$ 73.345	\$ 152,558
\$ 60.197	\$ 125,210	\$ 73.345	\$ 152,558
\$ 34.867	\$ 72,523	\$ 42.483	\$ 88,365
\$ 45.281	\$ 94,184	\$ 55.171	\$ 114,756
\$ 34.867	\$ 72,523	\$ 42.483	\$ 88,365
\$ 38.465	\$ 80,007	\$ 46.867	\$ 97,483
\$ 60.197	\$ 125,210	\$ 73.345	\$ 152,558

OPERATIONS
DISTRIBUTION SUPERVISOR
TREATMENT PLANT SUPERVISOR
TEMPORARY - MAINTENANCE WORKER
MAINTENANCE WORKER
MAINTENANCE WORKER II
TREATMENT/DISTRIBUTION OPERATOR (ASSIGNED TO DISTRIBUTION)
TREATMENT/DISTRIBUTION OPERATOR (ASSIGNED TO TREATMENT)
SENIOR DISTRIBUTION OPERATOR
SENIOR TREATMENT OPERATOR

\$ 61.497	\$ 127,914	\$ 74.929	\$ 155,852
\$ 69.574	\$ 144,714	\$ 84.770	\$ 176,322
\$ 34.867	\$ 72,523	\$ 42.483	\$ 88,365
\$ 34.867	\$ 72,523	\$ 42.483	\$ 88,365
\$ 36.611	\$ 76,151	\$ 44.606	\$ 92,780
\$ 42.130	\$ 87,630	\$ 51.331	\$ 106,768
\$ 46.603	\$ 96,934	\$ 56.782	\$ 118,107
\$ 50.554	\$ 105,152	\$ 61.595	\$ 128,118
\$ 57.102	\$ 118,772	\$ 69.574	\$ 144,714

	Water Treatment	Water Distribution
Priorities	<p>Water Production: Ensure production of high quality, safe potable drinking water and adequacy of availability of supplies to serve fire flows and community needs at all times. Ensure that water treatment facilities and related infrastructure are properly maintained/replaced/upgraded to ensure uninterrupted production of a safe water supply. Manage the District's raw water sources (in collaboration with Distribution) to understand conditions/status and to determine availability and timing of use.</p>	<p>Water Delivery: Ensure delivery of high quality, safe drinking water; that distribution and related infrastructure is properly maintained /replaced/upgraded to ensure that water can be delivered safely and at adequate volumes and pressures; that fire flows are maintained at all times; that backflow program is in place and adequately staffed to avoid incidents of backflow in the water system. Collaborate with Treatment on the management of the District's raw water sources to understand conditions/status and to determine availability and timing of use.</p>
	<p>Regulatory Compliance: Ensure that the District is in compliance with all applicable laws, health codes, regulations, policies, and procedures and water quality and other assurance standards. Oversee required treatment plant sampling protocols and reporting. Prepare monthly DDW and other required regulatory reporting. Stay abreast of new legislation, regulations and guidelines as well as new technologies and industry trends; identify opportunities for improvements and efficiency and effectiveness of operations.</p>	<p>Regulatory Compliance: Ensure that the District is in compliance with all applicable laws, health codes, regulations, policies, and procedures and water quality and other assurance standards. Oversee required distribution system sampling protocols and reporting. Prepare regulatory reporting as required. Stay abreast of new legislation, regulations and guidelines as well as new technologies and industry trends; identify opportunities for improvements and efficiency and effectiveness of operations.</p>
	<p>Staff Training and Safety: Ensure that all operations staff are adequately trained/cross trained on WTP and distribution operations safety, chemical dosing, SCADA, lab sampling, etc. Ensure a safe working environment; compliance with mandated safety rules including by OSHA and other regulatory agencies.</p>	<p>Staff Training and Safety: Ensure that all operations staff are adequately trained/cross trained on WTP and distribution operations safety, chemical dosing, SCADA, lab sampling, etc. Ensure a safe working environment; compliance with mandated safety rules including by OSHA and other regulatory agencies.</p>
	<p>Provide Human Resource development and staff support by fostering a high-performing team and implementing strategies that support collaboration, communication, leadership training, and continuous improvement. Identify future resource needs of the Water Treatment-focused staff as well as requirements for operator cross training with Distribution.</p>	<p>Provide Human Resource development and staff support by fostering a high-performing team and implementing strategies that support collaboration, communication, leadership training, and continuous improvement. Identify future resource needs of the Distribution-focused staff as well as requirements for operator cross training with Water Treatment.</p>
	<p>Capital Improvement Planning/Asset Management and Record keeping: Identify, prioritize, and plan for the District's near-term and long-term capital needs in collaboration with the General manager. Maintain asset management records and ensure adequacy of record keeping, both from a regulatory and best management practice perspective.</p>	<p>Capital Improvement Planning/Asset Management and Record keeping: Identify, prioritize, and plan for the District's near-term and long-term capital needs in collaboration with the General manager. Maintain asset management records and ensure adequacy of record keeping, both from a regulatory and best management practice perspective. Play key role in plan reviews of new construction and remodels, subdivision developments, main line extensions, including reviewing and approving infrastructure requirements and performing inspections.</p>

	Water Treatment	Water Distribution
Priorities	Capital Project Management/Implementation: Project manage implementation of CIP including projects impacting water treatment facilities and related infrastructure (and in coordination of with Distribution Operations). Prioritize, coordinate and participate in the engineering design and plan reviews; environmental and other regulatory permitting; construction management and field inspections. Ensure adherence to BMPs, specifications, established policies and sound engineering practices.	Capital Project Management/Implementation: Project manage implementation of CIP including projects impacting distribution and related infrastructure (and in coordination of with Distribution Operations). Prioritize, coordinate and participate in the engineering design and plan reviews; environmental and other regulatory permitting; construction management and field inspections. Ensure adherence to BMPs, specifications, established policies and sound engineering practices.
	Agency Liaison, Public Outreach and Customer Service: Serve as key liaison with local city and county agencies, state and federal agencies as required. Conduct public outreach as situations require; respond to public inquiries including customer questions and complaints. Represent the District in a professional manner, communicate effectively while demonstrating respect and empathy. Attend District Board of Directors meetings and prepare presentations as required.	Agency Liaison, Public Outreach and Customer Service: Serve as key liaison with local city and county agencies, state and federal agencies as required. Conduct public outreach as situations require; respond to public inquiries including customer questions and complaints. Represent the District in a professional manner, communicate effectively while demonstrating respect and empathy. Attend District Board of Directors meetings and prepare presentations as required.
	Emergency Planning: Ensure and coordinate emergency planning, including identifying and assessing risk areas., understanding potential hazards, determining resource needs and staff response procedures during emergencies. Participate/organize risk and resiliency assessments, ERP updates, and planning (including EPA and other regulatory agency requirements) and County OEM activities including Local Hazard Mitigation Planning and multi-agency emergency planning activities. Identify specific areas of risk with the District's infrastructure given various emergency scenarios (e.g. earthquake, fire, tsunami) and conduct tabletop exercises and staff emergency response training.	Emergency Planning: Ensure and coordinate emergency planning, including identifying and assessing risk areas., understanding potential hazards, determining resource needs and staff response procedures during emergencies. Participate/organize risk and resiliency assessments, ERP updates, and planning (including EPA and other regulatory agency requirements) and County OEM activities including Local Hazard Mitigation Planning and multi-agency emergency planning activities. Identify specific areas of risk with the District's infrastructure given various emergency scenarios (e.g. earthquake, fire, tsunami) and conduct tabletop exercises and staff emergency response training.
Certifications	T4, D4	T2, D3 (prefer D4), Backflow Tester, Cross Connection Specialist
# of Staff	4 (1 Direct, 3 Indirect)	8 (1 Direct, 7 Indirect)
DDW Primary Contact / Water Quality	Serve as the primary District contact to DDW assigned representative and signs off on all state regulatory reporting . Position is shown as the " chief " treatment operator listed in the EAR reponsible for water quality, water treatment operations at the state level.	Position is shown as the " chief " distribution operator listed in the EAR reponsible for distribution at the state level.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
WATER TREATMENT OPERATIONS MANAGER**

CLASS TITLE: WATER TREATMENT OPERATIONS MANAGER

DEFINITION

Under general direction, plans, organizes, manages, coordinates and directs the daily operations and maintenance of the District's two water treatment plants, pump stations and related infrastructure to ensure production of high quality, potable water and adequacy of available of supplies to serve fire flows and community needs at all times. Ensures that water treatment facilities and related infrastructure are properly maintained, replaced or upgraded to ensure uninterrupted production of a safe water supply. Manages the District's raw water sources in collaboration with Distribution to understand conditions/status of water supplies and to determine availability and timing of use; Serves as a primary liaison to regulatory and other agencies and prepares and submits water quality and regulatory reporting as required. Oversees the District's water treatment plant sampling and water quality programs to ensure compliance with all applicable laws, regulations, policies and procedures and quality assurance standards. Plans, prioritizes, and schedules capital improvement and maintenance activities; coordinates with the District's engineers, consultants, and Distribution Operations Manager; reviews the work of contractors; provides responsible and complex administrative and operational assistance to the General Manager in areas of expertise, and performs other work as required.

DISTINGUISHING CHARACTERISTICS

This classification is responsible to the General Manager for the operation and administration of the District's water treatment plants and related infrastructure, including ensuring that operations are in conformance with applicable laws and regulations, that subordinate staff are appropriately trained, and that facilities and equipment are properly operated and maintained. The position is responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities in overseeing the day-to-day operations of the District's water treatment plants. The position serves as a specialist, liaison, and advocate for the District, with regular contact and interactions with District staff and consultants; other public agencies; public and private community organizations; regulatory and governmental agencies, and members of the public.

TYPICAL TASKS

Duties may include, but are not limited to:

- Plans, organizes, administers, coordinates, and oversees the operations and activities of the District's two water treatment plants and related facilities while ensuring compliance with all federal, state and local health codes and production of high quality potable water; also ensures adequate water supply for distribution in the system to meet normal and emergency demands. Assists subordinate supervisors in handling operational and technical problems.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
WATER TREATMENT OPERATIONS MANAGER**

- Attends meetings, conferences, workshops, and training sessions and reviews publications to remain current on principles, practices, technologies, regulations, and new developments and changes in the water industry; identifies opportunities for improvements in operations, processes, and program changes.

Capital Improvement Planning and Implementation, Operations Budgeting, and Asset Management:

- Prepares and administers the O&M budget for water treatment operations; participates in the development of the 10-year Capital Improvement Program; develops long range plans for major District improvement and maintenance projects and prepares reports and recommendations for capital improvements; prepares preventive maintenance and equipment records and schedules; oversees asset management system for water treatment operations and ensures that records are up-to-date; develops specifications for bid purposes; oversees maintenance of water treatment inventory; contacts suppliers to locate and expedite delivery of materials and supplies; coordinates the work of contractors with District operations; and reviews and approves all expenditures for water treatment operations.
- Plans, prioritizes, and coordinates scheduling and project management of the Capital Improvement Program and maintenance of water treatment and related infrastructure. Manages the environmental and regulatory permitting processes as required. Coordinates and participates in the design, engineering, construction and field inspection processes for the Capital Improvement Program and maintenance projects to ensure contractors' compliance with District standards and regulatory requirements; attends pre-construction meetings; performs detailed plan checks of construction and design to ensure adherence to established policy and sound engineering practices.

Regulatory Compliance:

- Ensures that the District is in compliance with all applicable laws, health codes, regulations, policies and procedures and water quality and other assurance standards. Reviews policies, guidelines, and stays abreast of new legislation to ensure that water treatment operations comply with State and Federal standards and laws; inspects water treatment facilities for proper operation and upkeep; keep current on new technologies and industries trends and develops new techniques, policies and procedures to improve efficiency and effectiveness.
- Oversees the required treatment system sampling protocols.
- Prepares monthly DDW and other regulatory reporting. Serves as the primary District contact to DDW and signs off on all state regulatory reporting.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
WATER TREATMENT OPERATIONS MANAGER**

Emergency Planning:

- Oversees safety training and emergency response training for Water Treatment staff. Contributes to updates of the Emergency Response Plan, Risk and Resiliency Assessments, Local Hazard Mitigation Planning, and other emergency plans and materials as required. Ensures compliance with all District and mandated safety rules including OSHA and other regulations and protocols and ensures security of the District's Water Treatment plants and related infrastructure.

Agency Liaison, Public Outreach, and Customer Service:

- Serves as a primary liaison for the District with DDW and other regulatory and permitting agencies.
- Serve as a key liaison with local city and county agencies including the fire department; state and federal agencies as required. Conduct public outreach as situations require; respond to public inquiries including customer questions and complaints. Represent the District in a professional manner, communicate effectively while demonstrating respect and empathy

Human Resource and General Management:

- Provide Human Resource development and staff support by fostering a high-performing team and implementing strategies that support collaboration, communication, leadership training, and continuous improvement.
- Provides human resource planning for the water treatment operations team, including identifying future resource needs given the changing regulatory environment and requirements. Responsible for the selection of the water treatment staff; evaluates employee performance; counsels employees and recommends disciplinary action if warranted; provides mentoring opportunities and development plans including certification, leadership, and skills training.
- Ensure that all operations staff are adequately trained/cross trained on water treatment and distribution operations including safety protocols, chemical dosing, SCADA, lab sampling, etc.
- Ensures safe operating conditions and working environment and oversees the security of water treatment facilities and related infrastructure. Ensures compliance with all District and mandated safety rules including OSHA and other regulations and protocols.
- Prepares reports and presentations, participates in Board meetings, and assists District General Manager/Assistant General Manager as required.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
WATER TREATMENT OPERATIONS MANAGER**

EMPLOYMENT STANDARDS

Qualifications

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work and safety procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles, practices, methods, and equipment used in the operation and maintenance of surface water treatment plants and related facilities.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to water treatment and delivering high quality potable water to the District's customers.
- Principles, practices, techniques, equipment and materials for laboratory testing and sampling.
- Water treatment plant equipment; filter profile analysis, sedimentation basin loading, chemical feed equipment; SCADA and knowledge of instrumentation and control systems for plant processes.
- Principles and techniques of capital improvement planning, construction, inspection, funding, and long-term maintenance.
- Recent and on-going developments, current literature, and sources of information related to the treatment and distribution of drinking water.
- Methods and techniques of preparing technical, administrative and staff reports, and general business correspondence.
- District and mandated safety rules, regulations, and protocols
- Techniques for providing a high level of customer service in order to effectively deal with the public, vendors, contractors, and District staff.

Ability to:

- Exercise good judgment, keep calm and make appropriate decisions in emergency situations and under pressure.
- Plan, assign, coordinate, direct and evaluate the work of subordinates engaged in field operations.
- Establish and maintain effective working relations with others.
- Interpret, explain, and apply applicable laws and regulations.
- Prepare clear and concise oral and written reports and procedure manuals.
- Train staff in proper work procedures, safety practices and equipment operation.
- Evaluate water treatment and field operations and procedures and develop techniques and procedures to increase efficiency and effectiveness.
- Read and interpret engineering plans and specifications, manuals, material data sheets, electrical circuit diagrams, GIS and other data and instruct staff in their

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
WATER TREATMENT OPERATIONS MANAGER**

interpretation.

- Estimate equipment, material, and labor needs. Prepare RFP's and/or obtain quotes/bids and negotiate contract terms as required.
- Assist with the planning, administration and monitoring of the O&M budget and Capital Improvement Program.
- Establish and maintain a variety of record-keeping; data management; and asset management and tracking systems (including ESRI, Cityworks, WIMS, Tyler, Laserfiche, and other systems as required.)
- Handle customer service complaints.
- Drive vehicles, such as a pickup truck to District work sites.

Required Licenses:

- Possession of a valid Grade 4 Water Treatment Certificate issued by the State of California.
- Possession of a valid Grade 3 (or higher) Water Distribution Certificate issued by the State of California
- Possession of a valid Class C California State driver's license.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Specialized training in water treatment and water quality; water transmission and distribution; construction, and maintenance technology and/or college coursework in related fields (such as Engineering, Environmental Sciences, Construction Management.)
- Eight (8) years of increasingly responsible experience in the operations and oversight of water distribution systems including (5) years of supervisory experience.

Environmental Conditions. The position requires frequent visits to District's water treatment plants, facilities and construction sites. Employees may be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
DISTRIBUTION OPERATIONS MANAGER**

CLASS TITLE: DISTRIBUTION OPERATIONS MANAGER

DEFINITION

Under general direction, plans, organizes, manages, coordinates and directs the installation, operation, and maintenance of District water transmission and distribution systems, pump stations and storage systems and other District infrastructure. Ensures the delivery of high quality, safe drinking water; that the distribution and related infrastructure is properly maintained, replaced or upgraded to ensure that water can be delivered safely and at adequate volumes and pressures; that the backflow program is in place and adequately staffed to avoid incidents of backflow in the water system. Collaborates with Water Treatment on the management of the District's raw water sources to understand conditions/status of water supplies and to determine availability and timing of use. Plans, prioritizes, and schedules capital improvement and maintenance projects; coordinates with the District's engineers, consultants, and Water Treatment Operations Manager; reviews the work of contractors; administers the District's asset management program; oversees the District's distribution system sampling and water quality programs to ensure compliance with all applicable laws, regulations, policies and procedures and quality assurance standards; provides responsible and complex administrative and operational assistance to the General Manager in areas of expertise; and performs other work as required.

DISTINGUISHING CHARACTERISTICS

This classification is responsible to the General Manager for the administration of the water distribution operations of the District, including ensuring that operations are in conformance with applicable laws and regulations, that subordinate staff are appropriately trained, and that facilities and equipment are properly operated and maintained. The position is responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities in overseeing the day-to-day operations of the District's distribution system. The position serves as a specialist, liaison, and advocate for the District, with regular contact and interactions with District staff and consultants, other public agencies, public and private community organizations, regulatory and governmental agencies, and members of the public.

TYPICAL TASKS

Duties may include, but are not limited to:

- Plans, organizes, manages, coordinates and oversees the field operations of the District, including water distribution, infrastructure operation and maintenance; ensures compliance with all federal, state, and local health codes in the delivery of high quality potable water; ensures that the work of the District and its contractors is completed in a timely and acceptable manner and in accordance with applicable laws and regulations and according to District standards; assists subordinate supervisors in handling operational and technical problems; oversees distribution system water

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
DISTRIBUTION OPERATIONS MANAGER**

quality testing program in coordination with water treatment staff.

- Oversees backflow and cross-connection program, ensuring that the program is adequately staffed by properly certified employees and/or contractors, and that the District's program is compliant with state and federal regulations and the District's standards/specifications.
- Attends meetings, conferences, workshops, and training sessions and reviews publications to remain current on principles, practices, technologies, regulations, and new developments and changes in the water industry; identifies opportunities for improvements in operations, processes, and program changes.

Capital Improvement Planning and Implementation, Operations Budgeting, and Asset Management:

- Prepares and administers the O&M budget for distribution operations; participates in the development of the 10-year Capital Improvement Program; develops long range plans for major District improvement and maintenance projects and prepares reports and recommendations for capital improvements; prepares materials, manpower and cost estimates, purchase orders, progress and activity reports; prepares preventive maintenance and equipment records and schedules; oversees asset management system/ESRI to ensure that records are up-to-date; develops specifications for bid purposes; oversees maintenance of inventory; contacts suppliers to locate and expedite delivery of materials and supplies; coordinates the work of contractors with District operations; and reviews and approves all expenditures for distribution operations.
- Plans, prioritizes, and coordinates scheduling and project management of the Capital Improvement Program and maintenance of water distribution and related infrastructure. Manages the environmental and regulatory permitting processes as required. Coordinates and participates in the design, engineering, construction and field inspection processes for the Capital Improvement Program and maintenance projects to ensure contractors' compliance with District standards and regulatory requirements; attends pre-construction meetings; performs detailed plan checks of construction and design to ensure adherence to established policy and sound engineering practices.
- Participates in plan reviews (including new construction and remodels, subdivision developments and main line extensions). Performs a variety of inspection activities; reviews fire sprinklers, hydrant, and backflow applications; inspects new construction projects;

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
DISTRIBUTION OPERATIONS MANAGER**

Regulatory Compliance:

- Ensures that the District is in compliance with all applicable laws, health codes, regulations, policies and procedures and water quality and other assurance standards. Reviews policies, guidelines, and stays abreast of new legislation to ensure that distribution operations comply with State and Federal standards and laws; inspects water treatment facilities for proper operation and upkeep; keep current on new technologies and industries trends and develops new techniques, policies and procedures to improve efficiency and effectiveness.
- Oversees the required distribution system sampling protocols.
- Prepare regulatory reporting as required.

Emergency Planning:

- Oversees safety training and emergency response training for District staff. Work with other agencies to plan tabletop and other emergency response exercises. Manage updates of the Emergency Response Plan, Risk and Resiliency Assessments, Local Hazard Mitigation Planning, and other emergency plans and materials as required. Ensures compliance with all District and mandated safety rules including OSHA and other regulations and protocols and ensures security of District facilities.

Agency Liaison, Public Outreach, and Customer Service:

- Serve as a key liaison with local city and county agencies including the fire department; state and federal agencies as required. Conduct public outreach as situations require; respond to public inquiries including customer questions and complaints. Represent the District in a professional manner, communicate effectively while demonstrating respect and empathy.

Human Resource and General Management:

- Provide Human Resource development and staff support by fostering a high-performing team and implementing strategies that support collaboration, communication, leadership training, and continuous improvement.
- Provides human resource planning for the distribution operations team, including identifying future resource needs given the changing regulatory environment and requirements. Responsible for the selection of distribution staff; evaluates employee performance; counsels employees and recommends disciplinary action if warranted; provides mentoring opportunities and development plans including certification, leadership, and skills training.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
DISTRIBUTION OPERATIONS MANAGER**

- Ensure that all operations staff are adequately trained/cross trained on water treatment and distribution operations including safety protocols, chemical dosing, SCADA, lab sampling, etc.
- Ensures safe operating conditions and working environment and oversees the security of distribution facilities and related infrastructure. Ensures compliance with all District and mandated safety rules including OSHA and other regulations and protocols.
- Prepares reports and presentations, participates in Board meetings, and assists District General Manager/Assistant General Manager as required.

EMPLOYMENT STANDARDS

Qualifications:

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work and safety procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Methods, materials, and equipment used in the operation and maintenance of water distribution and transmission facilities and related water infrastructure.
- Applicable federal, state, and local laws, codes, and regulations as well as water industry standards and best practices.
- Principles, practices, techniques, equipment and materials for laboratory testing and sampling.
- Principles and techniques of capital improvement planning, construction, inspection, funding, and long-term maintenance.
- Recent and on-going developments, current literature, and sources of information related to the treatment and distribution of drinking water.
- Methods and techniques of preparing technical, administrative and staff reports, and general business correspondence.
- District and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service in order to effectively deal with the public, vendors, contractors, and District staff.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
DISTRIBUTION OPERATIONS MANAGER**

Ability to:

- Exercise good judgment, keep calm and make appropriate decisions in emergency situations and under pressure.
- Plan, assign, coordinate, direct and evaluate the work of subordinates engaged in field operations.
- Establish and maintain effective working relations with others.
- Interpret, explain, and apply applicable laws and regulations.
- Prepare clear and concise oral and written reports and procedure manuals.
- Train staff in proper work procedures, safety practices and equipment operation.
- Evaluate field operations and procedures and develop techniques and procedures to increase efficiency and effectiveness.
- Read and interpret engineering plans and specifications, manuals, material data sheets, electrical circuit diagrams, GIS and other data and instruct staff in their interpretation.
- Estimate equipment, material, and labor needs. Prepare RFP's and/or obtain quotes/bids and negotiate contract terms as required.
- Assist with the planning, administration and monitoring of the O&M budget and Capital Improvement Program.
- Establish and maintain a variety of record-keeping; data management; and asset management and tracking systems (including ESRI, Cityworks, WIMS, Tyler, Laserfiche, and other systems as required.)
- Handle customer service complaints.
- Drive vehicles, such as a pickup truck to District work sites.

Required Licenses:

- Possession of a valid Grade 3 Water Distribution Certificate issued by the State of California; provided, however, that if no subordinate possesses a Grade 4 Water Distribution Certificate, the incumbent of this position must possess such.
- Possession of a valid Grade 2 Water Treatment Certificate issued by the State of California.
- Possession of a valid Class C California State driver's license.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Specialized training in water transmission and distribution, water treatment and water quality; construction, and maintenance technology and/or college coursework in related fields (such as Engineering, Environmental Sciences, Construction Management.)
- Eight (8) years of increasingly responsible experience in the operations and oversight

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
DISTRIBUTION OPERATIONS MANAGER**

of water distribution systems including (5) years of supervisory experience.

Environmental Conditions. The position requires frequent visits to District facilities and construction sites. Employees may be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
CUSTOMER SUPPORT SPECIALIST**

DEFINITION

Under general direction, supports a variety of customer-focused District functions; manages systems and process improvement projects related to areas of responsibility; analyzes policies and related processes and makes recommendations for improvements; creates and maintains process documentation; develops reporting in support of District operations; and performs related work as required.

DISTINGUISHING CHARACTERISTICS

This is a single-position classification responsible for analytical work, process development and administration, time-sensitive customer support, and management reporting for internal customers as well as reporting that is compliant with regulatory requirements. Reports to the Assistant General Manager – Finance and Administration and will also receive direction from the General Manager and Administrative Services Manager. This position requires the ability to work independently and is expected to identify and act upon opportunities to improve policies, processes, reporting, and analytical functions. This class is distinguished from the Administrative Services Manager and Assistant General Manager – Finance and Administration roles in that the latter positions have a broader set of administrative and supervisory responsibilities. The Customer Support Specialist will provide direction and guidance to District staff but will not have direct reports. The Customer Support Specialist will be called upon from time to time to assist the Customer Service team when work volume exceeds the capacity of that team.

EXAMPLES OF DUTIES

Duties may include, but are not limited to:

- Administration of the Crystal Springs Program (CSP) for uninstalled connections
 - Communicate verbally and in writing with district staff, applicants, and property owners regarding CSP connections.
 - Work with property owners and district legal counsel to administer the Water Transfer Program.
 - Process water transfer applications, including recording notices and generating final accounting for each transfer.
 - Process purchase agreements involving priority water connections, including accounting overview.
 - Prepare staff reports as necessary for water transfers.
 - Organize, scan and file CSP records as necessary.
- Water Service Agreement management for mainline extensions.
- California Coastal Commission Reporting for the El Granada Pipeline
- Building and Planning review. Enter projects from the City and County Planning and Building agencies, ensuring all information is recorded properly. Work closely with Water Resource Analyst (or designated reviewer of plan reviews).

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
CUSTOMER SUPPORT SPECIALIST**

- Creation and maintenance of policies and procedures manuals related to transfers, water service agreements, planning reviews, ESRI-based reporting, and other areas of responsibility.
- ESRI Subject Matter Expert (SME) for the Administration team.
 - Assist with maintaining ESRI as the District's sole GIS system of record
 - Provide support of on-going regulatory and operations-oriented reporting in coordination with the Distribution team.
- May include on-going board-level reporting of District operating statistics.
- Customer Service – while not a core responsibility, may assist customers when Customer Service staff are busy and/or provide guidance to customer service staff when needed.

MINIMUM QUALIFICATIONS

Any combination of experience and education that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required qualifications would be: a Bachelor's degree from an accredited college or university with major coursework in business administration, environmental science, public administration, or related field, and five-plus years of increasingly responsible, related job experience.

Licenses: while not required, possession of a valid Grade 2 Water Treatment Certificate and a valid Grade 2 Water Distribution Certificate issued by the State of California will be helpful in support of regulatory reporting processes.

Knowledge of:

- Process development, including documentation, implementation, and on-going maintenance.
- The principles and methods of project management.
- GIS and Asset Management applications and techniques.
- Enterprise Resource Planning (ERP) financial applications.
- Methods and techniques used in reporting to various audiences.
- Applicable federal, state, and local laws, regulatory codes and ordinances, and District policies and procedures related to areas of responsibility.
- Record keeping practices.
- Office software applications.
- Contract administration.
- Basic mathematics.

Ability to:

- Properly manage extremely confidential and sensitive information.
- Prepare and effectively communicate recommendations based on research and analyses.

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
CUSTOMER SUPPORT SPECIALIST**

- Implement, document, and maintain processes that comply with regulatory, operational, and other requirements.
- Collect, analyze, and summarize data using appropriate software applications.
- Interpret, explain and apply applicable laws and regulations.
- Understand the District's water systems and structure, pricing methodologies, and other practices and processes and apply that knowledge to areas of responsibility.
- Evaluate administrative operations and processes and develop and implement recommendations to enhance efficiency and effectiveness.
- Prepare clear and concise oral and written reports and procedure manuals.
- Establish and maintain effective working relations with others.
- Train co-workers in proper work procedures.
- Understand and interpret plans and specifications pertaining to areas of responsibility.
- Deal tactfully with the public, staff from other governmental agencies, vendors, and others when providing or requesting information, answering questions, and providing customer service, even under difficult or stressful conditions.
- Exercise good judgment, keep calm and make appropriate decisions under pressure.
- Handle customer service complaints.
- Schedule work and determine priorities.
- Understand and follow oral and written instructions.
- Perform mathematical calculations.

Physical Requirements:

Incumbent must be able to function in an office environment in work primarily of a sedentary nature, and be able to perform the following, with or without reasonable accommodation:

- Hear and distinguish sounds, such as the voice of workers in noisy environments and the sounds of operating equipment.
- Sit, often for long periods of time
- Utilize vision, hearing and speech
- Utilize manual and finger dexterity
- Turn head and trunk
- Move about on smooth surfaces
- Stand
- Lift and carry maximum 35 pounds
- Reach, twist and bend

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Each incumbent does not necessarily perform all duties.

Previous Title: n/a – this is a new classification

DRAFT Customer Support Specialist

Effective: _____

Page 3 of 3

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Report

Date: May 9, 2025

Agenda Title: Consider Resolution 2025-02 Approving Placing in Nomination John Muller as a Member of the Association of California Water Agencies ("ACWA") Region 5 Board of Directors

Recommendation/Motion:

Approve Resolution 2025-02 placing in nomination John Muller as a Member of the Association of California Water Agencies ("ACWA") Region 5 Board of Directors.

Background:

The Nominating Committee is currently seeking candidates for the Region 5 Board, which is comprised of a Chair, Vice Chair and up to five Board Members for the 2026-2027 Term.

The leadership of ACWA's ten geographical regions is integral to the leadership of the Association as a whole. The Chair and Vice Chair of Region 5 serve on ACWA's Statewide Board of Directors and recommend all committee appointments for Region 5. The members of the Region 5 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA's goals on behalf of members.

Pursuant to the Region 5 Rules and Regulations, Region 5 Board Members must be a local agency board member. The nomination process requires that the agency's Board of Directors approve a resolution of support for the nominee.

Director Muller is currently a ACWA Region 5 Board Member and is interested in serving another term. His nomination form is attached.

Attachments:

- A. Resolution 2025-02
- B. Nomination Form

RESOLUTION NO. 2025-02
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
PLACING IN NOMINATION JOHN MULLER
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION 5 BOARD OF DIRECTORS

Be it resolved by the Board of Directors of Coastsides County Water District as follows:

WHEREAS, the Board of Directors of the Coastsides County Water District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

WHEREAS, John Muller is currently serving as Director for ACWA Region 5 and serving on the Board of Directors of Coastsides County Water District, and

WHEREAS, John Muller has indicated a desire to serve as a Board Member of ACWA Region 5.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastsides County Water District

1. Does place its full and unreserved support in the nomination of John Muller for the Board of Directors of ACWA Region 5.
2. Does hereby determine that the expenses attendant with the service of John Muller in ACWA Region 5 shall be borne by the Coastsides County Water District.

PASSED AND ADOPTED THIS 13th day of May 2025, by the following vote of the Board:

AYES:

NOES:

ABSENT:

Glenn Reynolds, President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the District

REGION BOARD CANDIDATE NOMINATION FORM '25



Submit completed form by **June 20, 2025** to **regionelections@acwa.com**

Name of Candidate: John H Muller	Title: Director
Agency: Coastside County Water District	Agency Phone: 650-726-4405
Direct Phone: 650-464-8226	E-mail: jmuller@coastsidewater.org
Address: 766 Main Street, Half Moon Bay, CA	ACWA Region: 5 County: San Mateo

Region Board Position Preference
If you are interested in more than one position, please indicate priority – 1st, 2nd and 3rd choice.

☐ Chair:

☐ Vice Chair:

☒ Board Member:

If you are not chosen for the recommended slate, would you like to be listed in the ballot's individual candidate section?
If neither is selected, your name will **NOT** appear on the ballot.

☒ Yes ☐ No

Agency Function(s)
Check all that apply

☐ Wholesale

☒ Urban Water Supply

☒ Ag Water Supply

☐ Sewage Treatment

☒ Retailer

☐ Wastewater Reclamation

☐ Flood Control

☐ Groundwater Management / Replenishment

☐ Other:

Describe your ACWA-related activities that help qualify you for this office:

I was a member of the San Francisco Water Quality Control Board Region 2 for 21 years, Chair for 13 years. I am a life long farmer of the San Mateo County Coast. I SERVED AS AN ACWA MEMBER FOR 8 YERARS AND BOARD MEMBER FOR 3 YEARS. I know the importance of the availability of good quality water for all our population in our State. I attend Region 5 Board Meetings and share my CCWD experiences we face in our District.

Write below or attach a half-page bio summarizing the experience and qualifications that make you a viable candidate for ACWA Region leadership. Please include the number of years you have served in your current agency position, the number of years you have been involved in water issues and in what capacity you have been involved in the water community. You may share a candidate photo along with your application. Candidate photos and bios will be shared on the ACWA region election webpage.

I served as an ACWA member previously from 2002-2008 as a member and 2003-2005 as a Board Member and have been active for many years through my involvement with my good friend and fellow farmer, Randy Fiorini.
Please See Attached Sheet.
Thank you

I acknowledge that the role of a region board member is to actively participate on the Region Board during my term, including attending region board and membership meetings, participating in region conference calls, participating in ACWA's Outreach Program, as well as other ACWA functions to set an example of commitment to the region and the association.

I hereby submit my name for consideration by the Nominating Committee.

 Signature

Director Title

 Date

Please attach a copy of your agency's resolution of support / sponsorship for your candidacy.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren

Agenda: May 13, 2025

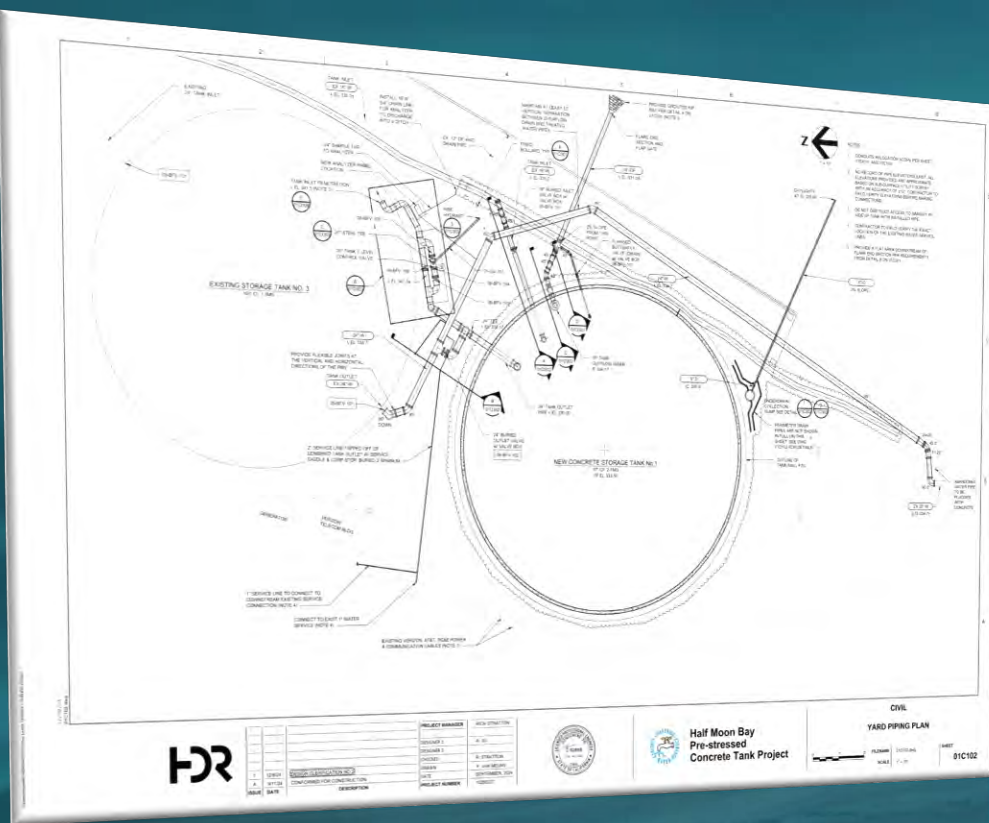
Report Date: May 9, 2025

Agenda Title: Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #7

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 seventh 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 May 13, 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)	112	Billed to Date ¹	\$1,703,712.02
Remaining Days	368	Remaining Value	\$9,265,238.98

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 #7

Progress since Previous Board Meeting:

- Preparation for Shoring Installation and Excavation.
- Soil Excavation and Stockpiling of Soil Material.
- Shoring Installation on the 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.
- Review of subgrade material.
- Preparation of the tank base material.
- Survey Staking for Tank Area.
- Compaction Testing of the First and Second Lift of Virgin Class II Soil
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

Construction Progress Update #7

Three-Week Look Ahead Schedule:

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

- Installation of Inlet, Outlet & Drainage Pipes
- Concrete pour for Drainage Pipe Encasement
- Compaction of Virgin Class II material around Pipe Encasement
- Installation of 30 mil PVC Liner

Overall Project Schedule:

- Anticipated completion in May 2026.



Construction Photos



Construction Photos

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: May 13, 2025

Report Date: May 9, 2025

Agenda Title: General Manager's Report

Information Only

Water Supply Availability Final Update - SFPUC

On April 15, 2025, Steven Ritchie, Assistant General Manager of Water at SFPUC issued the attached final update on the water supply availability for Water Year 2025. (See Exhibit A.)

Mr. Ritchie notes that given additional gains from snowmelt from now through June, "it is very likely that we will fill the entire (regional) water system by July 1, 2025."

Pulgas Water Temple Honored

On May 8, 2025, the American Water Works Association recognized the Pulgas Water Temple as a historic water landmark. See the attached article (Exhibit B.)



TO: SFPUC Wholesale Customers

Steven R. Ritchie

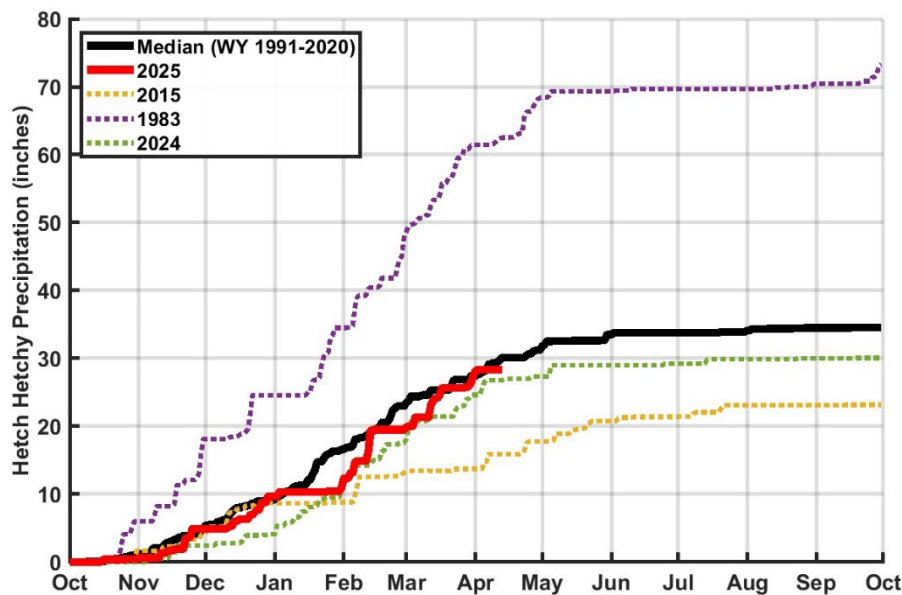
FROM: Steven R. Ritchie, Assistant General Manager, Water

DATE: April 15, 2025

RE: Water Supply Availability Update

This memo provides the water supply availability estimate for Water Year 2025 and the current hydrologic conditions.

The plots below provide precipitation at Hetch Hetchy and snowpack in the watershed through April 15, 2025. As the plots show, the Hetch Hetchy watershed has experienced nearly average conditions this year. The April 1st manually measured snow course index is 83% of median April 1st snowpack indicated by the yellow star and about 95% of median April 1st snowpack indicated by snow pillow index (the red line). The latest snow course survey found at the Aspen Meadow snow measurement location which is elevation 7,000 feet in the North Fork of the Tuolumne River basin had a measured snow water content of 24.8" (April 1st survey).



Daniel L. Lurie
Mayor

Kate H. Stacy
President

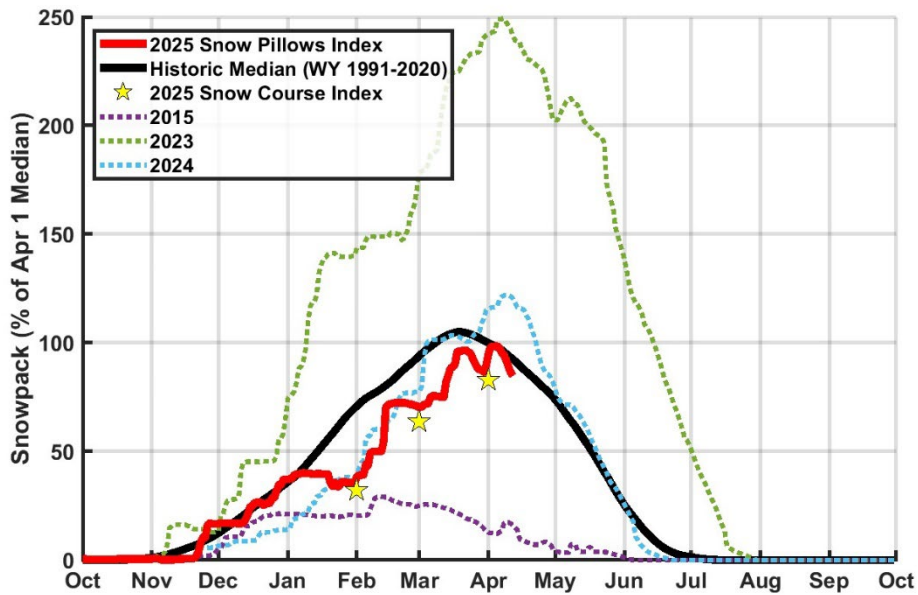
Joshua Arce
Vice President

Avni Jamdar
Commissioner

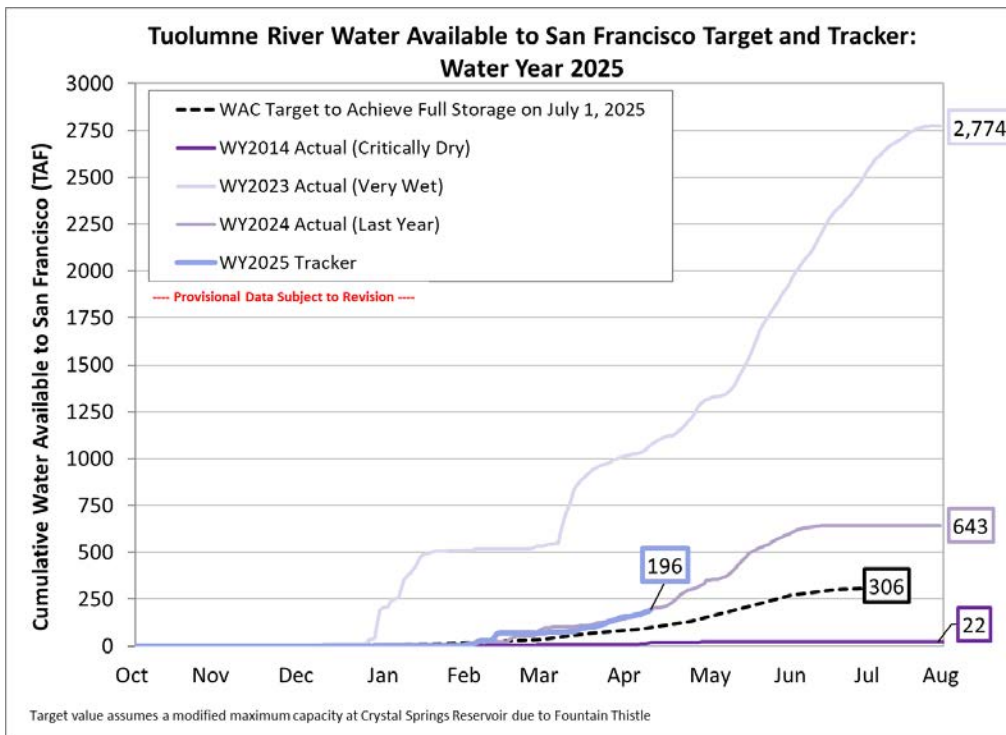
Steve Leveroni
Commissioner

Dennis J. Herrera
General Manager





Water available to San Francisco under the Raker Act has produced 196,024 acre-feet to date, with additional gains estimated during snowmelt from now through June. San Francisco needs 306,000 acre-feet to fill the system. Considering the amount that is forecasted for those additional gains from now through June, it is very likely that we will fill the entire water system by July 1, 2025. Water Bank is currently full, supporting water deliveries throughout the year.



Though we continue to be in a solid position for water supply this year, as always, we appreciate the continued efforts of our customers to encourage water conservation in their service areas.

cc: Tom Smegal, CEO/General Manager, BAWSCA

[Home \(/\)](#) / [About Us \(/about-us\)](#) / [News \(/about-us/news\)](#) /

From First Drop to Lasting Legacy: Pulgas Water Temple Honored as Water Landmark

[WATER \(/ABOUT-US/NEWS/CATEGORY/WATER\)](#)

From First Drop to Lasting Legacy: Pulgas Water Temple Honored as Water Landmark

SFPUC Communications (<mailto:communications@sfwater.org>)

May 8, 2025

FOR IMMEDIATE RELEASE

May 8, 2025

From First Drop to Lasting Legacy: Pulgas Water Temple Honored as Water Landmark

The SFPUC-managed Pulgas Water Temple stands as a tribute to the safe, reliable drinking water that transformed the Bay Area

REDWOOD CITY, Calif. – The San Francisco Public Utilities Commission’s Pulgas Water Temple, a celebrated monument to San Francisco’s regional water system, will be honored on May 8, 2025, with the most prestigious designation for historic water infrastructure in North America, joining the ranks of historic water heritage sites such as the Hoover Dam and the Chicago Water Tower.

The [American Water Works Association \(https://www.awwa.org/\)](https://www.awwa.org/) (AWWA) is honoring the temple with the [Water Landmarks Award \(https://www.awwa.org/award/water-landmarks-award/\)](https://www.awwa.org/award/water-landmarks-award/), which recognizes sites over 50 years old that have played a direct and significant role in water supply, treatment, distribution or technological development. Completed in 1938, the temple marks the point where water from Hetch Hetchy Reservoir in the Sierra Nevada first reached the Peninsula, flowing into Crystal Springs Reservoir. It fulfilled the long-held dream of providing San Francisco with a safe, reliable water supply after decades of scarcity and inadequate sources.

“Bringing water from the Sierra Nevada took vision, determination, and public investment,” said **San Francisco Mayor Daniel Lurie**. “The Pulgas Water Temple honors the regional water system that continues to support San Francisco and the Bay Area today — from public health to fire protection to our growing neighborhoods. We’re proud to see this important landmark recognized and grateful to the SFPUC and the American Water Works Association for helping share the Temple’s story.”

“When Hetch Hetchy water arrived in the Bay Area for the first time, public officials and community members recognized it as a turning point, especially after the 1906 earthquake, when much of San Francisco burned to the ground because there was not enough water to fight the fires,” said **Dennis Herrera, General Manager of the San Francisco Public Utilities Commission**. “Their vision led to one of the greatest engineering achievements of its time, bringing a dependable supply of clean water to the Bay Area and helping drive the growth of our communities for generations. The Pulgas Water Temple stands as a tribute to that accomplishment, and we are honored that the AWWA has recognized it with a Water Landmarks Award, which celebrates historic water sites across the United States, Canada, and Mexico.”

Managed by the SFPUC, the Pulgas Water Temple serves as a key landmark in its regional water network. For nearly a century, it has welcomed visitors as a gathering place, wedding venue, and filming location for movies and commercials. Today, it remains a popular destination and consistently ranks as one of the SFPUC’s top five most viewed pages on its website, highlighting its strong connection to the community.

In 1934, 20,000 people gathered at the Upper Crystal Springs Reservoir, including federal, state, and local officials to celebrate the arrival of the first Hetch Hetchy waters. A national radio broadcast carried the event across the country. Crews constructed a temporary temple for the occasion. The permanent Pulgas Water Temple was completed in 1938 to honor this historic achievement.

“In the more than 55 years we have presented the Water Landmarks Award, the AWWA has recognized many remarkable achievements, from dams to water towers to historic waterworks, but never anything like the Pulgas Water Temple,” said **Sue Mosburg, Executive Director of the AWWA’s California-Nevada Section**. “This historic and beloved monument stands out for its direct and lasting connection to water supply, and for more than 85 years, this temple has symbolized the importance of delivering safe, reliable drinking water to Bay Area communities. AWWA is proud to recognize the Pulgas Water Temple among North America’s historic water landmarks and to help share its significance with generations to come.”

Designed by San Francisco architect William Merchant, the Pulgas Water Temple is a circular monument of fluted columns crowned with ornate Corinthian capitals, inspired by the classical Greco-Roman architectural style. A long reflecting pool mirrors the columns and archways, while open lawns and rows of cypress trees frame the site. The SFPUC's commitment to protecting water resources is demonstrated through the site's native landscaping, with more than 90% consisting of drought-resistance species, and low-flow irrigation system that conserves water year-round.

Pulgas is one of only two water temples in the United States, both managed by the SFPUC. The other, the Sunol Water Temple in Alameda County, marks the meeting of three historic water sources. Together, these rare monuments honor the engineering achievements that secured a safe, reliable drinking water supply for the Bay Area and helped drive its growth across generations.

The Pulgas Water Temple grounds are open to visitors Monday through Friday from 9 a.m. to 5 p.m. The grounds remain accessible to pedestrians, hikers, cyclists, and equestrians during the same hours on weekends and federally observed holidays. The parking lot is open on weekdays but closed to vehicles on weekends and holidays.

About the San Francisco Public Utilities Commission

The San Francisco Public Utilities Commission (SFPUC) is a department of the City and County of San Francisco. It delivers drinking water to 2.7 million people in the San Francisco Bay Area, collects and treats wastewater for the City and County of San Francisco, and meets more than 75% of the electricity demand in San Francisco. The SFPUC's mission is to provide 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 the agency's care. Learn more at [sfpuc.gov](https://www.sfpuc.gov/) (<https://www.sfpuc.gov/>).

About the American Water Works Association

Established in 1881, the American Water Works Association is the largest nonprofit, scientific and educational association dedicated to managing and treating water, the world's most vital resource. With approximately 50,000 members, AWWA provides solutions to improve public health, protect the environment, strengthen the economy and enhance our quality of life. Learn more at [awwa.org](https://www.awwa.org) ([https://urldefense.com/v3/_https://t.e2ma.net/click/38palg/7ztiwo0/j94yrp_!!NCYPjq8!_mFVDmNUQKUIBdAC6C14-nLW4mIGXg_c1ff3EA1q0xmRAmy9OsgMNkYGBg8EVnFC4UAN8yvaCV6qyI\\$](https://urldefense.com/v3/_https://t.e2ma.net/click/38palg/7ztiwo0/j94yrp_!!NCYPjq8!_mFVDmNUQKUIBdAC6C14-nLW4mIGXg_c1ff3EA1q0xmRAmy9OsgMNkYGBg8EVnFC4UAN8yvaCV6qyI$)).

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: May 13, 2025

Report

Date: May 9, 2025

Monthly Highlights

- Carter Hill Tank Site: Shoring installed and excavation and site preparation continued.
- Construction of the Highway 92 Emergency Pipeline Replacement Project is nearly 70% complete and all ductile iron pipe is installed. Contractor will take a break for two weeks and return in late May in preparation for directional drilling work scheduled for early June.
- Denniston Water Treatment Plant was re-started on March 26 and was online for the entire month of April.
- Filter surveillance completed for all three Denniston filters by ERS.
- New hypochlorite generation system at Nunes is operational and in use.
- Electrical boxes and conduits on flocculator banks 2 and 3 at Nunes WTP repaired.
- Pilarcitos Canyon Wellfield Replacement Project: Work continues with EKI on design and permitting. Prepared and submitted a Coastal Development Permit application to the County for approval.
- Met with DDW on sampling plan changes for Pilarcitos and Denniston wells. Staff submitted a suggested plan which was ultimately approved by DDW.
- Completed last UCMR5 (PFAS) sampling at treatment plants with final sample from Denniston. All four quarterly samples for both treatment plants came back non-detect.
- Completed compilation of 2024 CCR and submitted to Hydroscience for use in the June 2025 annual publication.
- Mowed Alves Tank site.
- ESRI/Cityworks upgrade is in progress.
- Continued backflow regulation meetings (with West Yost) in development of a new ordinance and cross-connection handbook.
- Sean Donovan attended week-long backflow certification course.

April Sources: Pilarcitos Reservoir, Denniston, Crystal Springs (Skylawn.)

Main leaks/service leaks: 1 service leak.

Hydrant upgrades: changed out (2) 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.
 - 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 continued work on DN Tank submittals and plan modifications and coordination of subcontractors.