

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 8, 2025 - 7:00 p.m.

AGENDA

The Public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay or choose to watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/81277240724?pwd=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 June 30, 2025:
Claims: \$ 1,872,005.55; Payroll: \$ 232,014.89 for a total of \$ 2,104,020.44 ([attachment](#))
June 2025 Monthly Financial Claims reviewed and approved by Director Muller
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of June 10, 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 – June 2025 ([attachment](#))
- G. Leak/Flushing Report – June 2025 ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. SFPUC Hydrological Conditions Report – May 2025 ([attachment](#))
- J. California Special Districts Association (CSDA) – 2026 Board Election – Bay Area Network, Seat B ([attachment](#))
- K. Notice of Acceptance – Creekside Court Subdivision Utility System ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Procure a New Ford F150 4x4 Crew Cab Pickup from Serramonte Ford, Inc. ([attachment](#))
- B. Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Enter into a Contractual Agreement with Andreini Bros Inc. for the Replacement of the Main Inlet Pipeline and Two 16” Valves at the Carter Hill Tank Site ([attachment](#))
- C. Fiscal 2024-2025 Year-End Financial Results - Preliminary ([attachment](#))
- D. Approval of Amended Salary Schedule for Fiscal Year 2025-2026 and Updated Organization Chart to Add a New Job Classification, “Treatment/Distribution Operator – Lead (Assigned to Distribution)” ([attachment](#))
- E. Consider Approval of Resolution No. 2025-05 Amending Conflict-of-Interest Code ([attachment](#))
- F. Consider Approval of Resolution No. 2025-06 Establishing Appropriations Limit Applicable to District During Fiscal Year 2025/2026 ([attachment](#))
- G. Rescheduling of the November 11, 2025, Coastside County Water District Regular Board of Directors Meeting in Recognition of the Veterans Day Holiday ([attachment](#))
- H. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #9 ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- A. Operations Report ([attachment](#))
- B. Water Resources Informational Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

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

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
06/04/2025	35189	IVAN AGUILAR	\$	192.26
06/04/2025	35190	BAY ALARM COMPANY	\$	1,065.00
06/04/2025	35191	BFI OF CALIFORNIA, INC.	\$	1,320.79
06/04/2025	35192	TIMOTHY C BOWSER	\$	9,040.00
06/04/2025	35193	BRUSH HOG TREE CARE, INC.	\$	2,500.00
06/04/2025	35194	REXEL USA, INC	\$	2,091.53
06/04/2025	35195	CEL ANALYTICAL INC.	\$	755.00
06/04/2025	35196	CINTAS FIRST AID & SAFETY	\$	120.25
06/04/2025	35197	COASTSIDE TECHNICAL SERVICES	\$	625.24
06/04/2025	35198	JAMES COZZOLINO, TRUSTEE	\$	275.00
06/04/2025	35199	MICHAEL DE MEO	\$	6,717.58
06/04/2025	35200	DN TANKS LLC	\$	430,851.90
06/04/2025	35201	EKI INC.	\$	81,805.78
06/04/2025	35202	GRAINGER, INC.	\$	412.34
06/04/2025	35203	HACH CO., INC.	\$	1,387.75
06/04/2025	35204	IRON MOUNTAIN	\$	142.05
06/04/2025	35205	IRVINE CONSULTING SERVICES, INC.	\$	3,872.81
06/04/2025	35206	GLENNA LOMBARDI	\$	86.00
06/04/2025	35207	JOSE DE JESUS MACIAS	\$	197.75
06/04/2025	35208	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,026.00
06/04/2025	35209	ROGUE WEB WORKS, LLC	\$	662.00
06/04/2025	35210	STETSON ENGINEERS, INC.	\$	930.25
06/04/2025	35211	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	3,288.29
06/04/2025	35212	WEST YOST ASSOCIATES, INC	\$	4,693.50
06/05/2025	35213	AMAZON WEB SERVICES, INC.	\$	1,933.60
06/13/2025	35214	HEALTH BENEFITS ACWA-JPIA	\$	46,759.94
06/13/2025	35215	BALANCE HYDROLOGICS, INC	\$	6,845.40
06/13/2025	35216	EMMA BARR	\$	40.00
06/13/2025	35217	REXEL USA, INC	\$	653.08
06/13/2025	35218	NICOLAS GARCIA	\$	254.04
06/13/2025	35219	GOLDEN STATE CONSTRUCTION & UTILITY INC	\$	619,357.25
06/13/2025	35220	HACH CO., INC.	\$	1,439.10
06/13/2025	35221	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,082.00
06/13/2025	35222	PINE PACIFIC SERVICES, LLC	\$	800.00
06/13/2025	35223	PACIFIC GAS & ELECTRIC CO.	\$	41,484.19
06/13/2025	35224	PAULO'S AUTO CARE	\$	447.27
06/13/2025	35225	TYLER TECHNOLOGIES, INC	\$	35,764.04
06/13/2025	35226	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	2,420.97
06/13/2025	35227	ON COMPUTER SERVICES, LLC	\$	2,466.48
06/13/2025	35228	BOSCO OIL COMPANY	\$	1,560.39
06/18/2025	35229	ADP, INC.	\$	1,207.30
06/18/2025	35230	AMAZON CAPITAL SERVICES, INC.	\$	688.68
06/18/2025	35231	AMERIGAS PROPANE, LP	\$	164.54
06/18/2025	35232	ANDREINI BROS. INC.	\$	1,748.70
06/18/2025	35233	AT&T MOBILTY	\$	126.72
06/18/2025	35234	BADGER METER, INC.	\$	66.00
06/18/2025	35235	BAY ALARM COMPANY	\$	1,938.54
06/18/2025	35236	CALCON SYSTEMS, INC.	\$	54.69
06/18/2025	35237	CALIFORNIA C.A.D. SOLUTIONS, INC	\$	3,762.50
06/18/2025	35238	CHEMTRADE CHEMICALS US LLC	\$	6,225.05
06/18/2025	35239	CINTAS FIRST AID & SAFETY	\$	922.95
06/18/2025	35240	CITY OF HALF MOON BAY	\$	58.00
06/18/2025	35241	C.J. BROWN & COMPANY, CPAS	\$	630.00

06/18/2025	35242	DOROTHY L. CORDELL TRUST	\$	189.42
06/18/2025	35243	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	857.34
06/18/2025	35244	DISCOUNTCCELL LLC	\$	1,181.23
06/18/2025	35245	CHRISTOPHER & DENISE DITTMER	\$	189.42
06/18/2025	35246	MICHELLE DUTTO	\$	40.00
06/18/2025	35247	FREYER & LAURETA, INC.	\$	45,930.75
06/18/2025	35248	GALLAGHER BENEFIT SERVICES, INC	\$	105.00
06/18/2025	35249	GRAINGER, INC.	\$	310.02
06/18/2025	35250	HMB GRADING & PAVING INC.	\$	5,800.00
06/18/2025	35251	HANSONBRIDGETT. LLP	\$	7,761.00
06/18/2025	35252	HDR ENGINEERING, INC	\$	8,973.96
06/18/2025	35253	HYDROSCIENCE ENGINEERS, INC.	\$	5,160.00
06/18/2025	35254	IRON MOUNTAIN	\$	759.48
06/18/2025	35255	IRVINE CONSULTING SERVICES, INC.	\$	4,289.56
06/18/2025	35256	MISSION UNIFORM SERVICES INC.	\$	155.48
06/18/2025	35257	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	2,652.99
06/18/2025	35258	MTA PARTS, INC.	\$	31.71
06/18/2025	35259	PACIFIC GAS & ELECTRIC CO.	\$	91.07
06/18/2025	35260	PACIFICA COMMUNITY TV	\$	300.00
06/18/2025	35261	UBEO WEST, LLC	\$	1,017.94
06/18/2025	35262	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$	500.00
06/18/2025	35263	REPUBLIC SERVICES	\$	654.19
06/18/2025	35264	SAN FRANCISCO WATER DEPT.	\$	248,163.80
06/18/2025	35265	SAN MATEO CTY PUBLIC HEALTH LAB	\$	1,282.00
06/18/2025	35266	SCAPES, INC	\$	380.00
06/18/2025	35267	STANDARD INSURANCE COMPANY	\$	580.24
06/18/2025	35268	TPX COMMUNICATIONS	\$	2,148.76
06/18/2025	35269	ULINE, INC	\$	628.22
06/18/2025	35270	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	24,851.14
06/18/2025	35271	UNIVAR SOLUTIONS USA INC.	\$	2,596.60
06/18/2025	35272	HD SUPPLY INC	\$	1,113.86
06/18/2025	35273	VERIZON WIRELESS	\$	2,065.87
06/18/2025	35274	VERIZON CONNECT INC.	\$	378.00
06/18/2025	35275	WAGNER & BONSIGNORE CONSULTING CIVIL ENGINEERS, A CORPORATION	\$	618.75
06/18/2025	35276	WEST YOST ASSOCIATES, INC	\$	1,466.50
06/24/2025	35277	AT&T	\$	2,025.35
06/24/2025	35278	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$	1,035.00
06/24/2025	35279	COMCAST	\$	460.62
06/24/2025	35280	ILLINOIS TOOL WORKS	\$	400.51
06/24/2025	35281	FRANK VASQUEZ	\$	1,439.12
06/24/2025	35282	OCCU-MED, LTD	\$	990.40
06/24/2025	35283	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	222.00
06/24/2025	35284	PSI WATER TECHNOLOGIES, INC	\$	8,218.75
06/24/2025	35285	REDWOOD TRADING POST	\$	499.82
06/24/2025	35286	TODD SCHMIDT	\$	500.00
06/24/2025	35287	STETSON ENGINEERS, INC.	\$	5,984.56
06/24/2025	35288	TEAMSTERS LOCAL UNION #856	\$	1,316.00
06/24/2025	35289	US BANK NA	\$	714.68
06/24/2025	35290	WATERSMART SOFTWARE, INC	\$	124.61
06/26/2025	35291	HSIGUANG SUNG	\$	48.15
06/26/2025	35292	MARY FULLERTON	\$	53.14
06/26/2025	35293	CC-FOTI	\$	19.18
06/26/2025	35294	KEVIN GREENE	\$	32.48
06/26/2025	35295	LILLI REY	\$	44.79
06/27/2025	35296	AMAZON CAPITAL SERVICES, INC.	\$	10.43
06/27/2025	35297	ANDREINI BROS. INC.	\$	826.00
06/27/2025	35298	CARSON ANDERSON	\$	109.58
06/27/2025	35299	BALANCE HYDROLOGICS, INC	\$	14,164.17

06/27/2025	35300	BAY ALARM COMPANY	\$	587.07
06/27/2025	35301	BIG CREEK LUMBER	\$	130.02
06/27/2025	35302	DAVID PEREIRA	\$	960.00
06/27/2025	35303	CALCON SYSTEMS, INC.	\$	2,260.00
06/27/2025	35304	PETTY CASH	\$	32.85
06/27/2025	35305	DATAPROSE, LLC	\$	4,341.42
06/27/2025	35306	HMB BLDG. & GARDEN INC.	\$	79.84
06/27/2025	35307	HALF MOON BAY FEED & FUEL	\$	69.55
06/27/2025	35308	HASSETT HARDWARE	\$	453.94
06/27/2025	35309	IRVINE CONSULTING SERVICES, INC.	\$	605.87
06/27/2025	35310	MIKE MCDERMOTT	\$	655.22
06/27/2025	35311	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	750.00
06/27/2025	35312	MTA PARTS, INC.	\$	21.85
06/27/2025	35313	PAULO'S AUTO CARE	\$	106.49
06/27/2025	35314	TRI COUNTIES BANK	\$	8,748.54
06/27/2025	35315	WATER QUALITY INC.	\$	800.00
06/27/2025	35316	WATER QUALITY INC.	\$	800.00
06/27/2025	35317	WEST YOST ASSOCIATES, INC	\$	3,328.50
06/27/2025	35318	RAYMOND WINCH	\$	245.64
			SUBTOTAL CLAIMS FOR MONTH	\$ 1,772,400.93

WIRE PAYMENTS

06/18/2025	DFT0000647	EMPOWER RETIREMENT, LLC	\$	1,225.00
06/18/2025	DFT0000648	MISSION SQUARE - 106154	\$	36,000.00
06/18/2025	DFT0000649	PUB. EMP. RETIRE SYSTEM	\$	20,860.76
06/18/2025	DFT0000650	VALIC	\$	6,184.20
06/24/2025	DFT0000651	EMPOWER RETIREMENT, LLC	\$	1,225.00
06/24/2025	DFT0000652	PUB. EMP. RETIRE SYSTEM	\$	21,301.18
06/24/2025	DFT0000653	VALIC	\$	6,184.20
06/30/2025		BANK AND CREDIT CARD FEES	\$	6,624.28
			SUBTOTAL WIRE PAYMENTS FOR MONTH	\$ 99,604.62

TOTAL CLAIMS FOR THE MONTH \$ 1,872,005.55



Coastside County Water District

Monthly Budget Report

Account Summary

For Fiscal: 2024-2025 Period Ending: 06/30/2025

	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
Revenue									
RevType: 1 - Operating									
1-4120-00 Water Revenue	1,430,409.00	1,490,875.86	60,466.86	4.23%	14,145,409.00	14,096,579.91	-48,829.09	-0.35%	14,145,409.00
Total RevType: 1 - Operating:	1,430,409.00	1,490,875.86	60,466.86	4.23%	14,145,409.00	14,096,579.91	-48,829.09	-0.35%	14,145,409.00
RevType: 2 - Non-Operating									
1-4170-00 Water Taken From Hydrants	5,000.00	7,737.13	2,737.13	54.74%	52,000.00	72,642.53	20,642.53	39.70%	52,000.00
1-4180-00 Late Notice - 10% Penalty	8,400.00	7,991.53	-408.47	-4.86%	100,000.00	102,587.13	2,587.13	2.59%	100,000.00
1-4230-00 Service Connections	1,300.00	984.11	-315.89	-24.30%	15,000.00	7,896.25	-7,103.75	-47.36%	15,000.00
1-4920-00 Interest Earned	17,000.00	63,004.55	46,004.55	270.62%	300,000.00	654,257.41	354,257.41	118.09%	300,000.00
1-4930-00 Tax Apportionments/County Checks	116,000.00	101,188.82	-14,811.18	-12.77%	1,092,000.00	1,176,809.64	84,809.64	7.77%	1,092,000.00
1-4950-00 Miscellaneous Income	500.00	-2,384.48	-2,884.48	-576.90%	5,000.00	9,674.15	4,674.15	93.48%	5,000.00
1-4955-00 Cell Site Lease Income	16,950.00	19,536.84	2,586.84	15.26%	203,000.00	232,242.40	29,242.40	14.41%	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:	165,150.00	198,058.50	32,908.50	19.93%	2,367,000.00	2,954,799.74	587,799.74	24.83%	2,367,000.00
Total Revenue:	1,595,559.00	1,688,934.36	93,375.36	5.85%	16,512,409.00	17,051,379.65	538,970.65	3.26%	16,512,409.00
Expense									
ExpType: 1 - Operating									
1-5130-00 Water Purchased	243,483.00	281,137.80	-37,654.80	-15.47%	2,587,024.00	2,743,814.77	-156,790.77	-6.06%	2,587,024.00
1-5230-00 Nunes T P Pump Expense	6,000.00	4,770.00	1,230.00	20.50%	65,550.00	61,712.62	3,837.38	5.85%	65,550.00
1-5231-00 CSP Pump Station Pump Expense	50,000.00	26,812.00	23,188.00	46.38%	500,000.00	356,386.34	143,613.66	28.72%	500,000.00
1-5232-00 Other Trans. & Dist Pump Expense	2,690.00	2,972.00	-282.00	-10.48%	31,050.00	31,433.56	-383.56	-1.24%	31,050.00
1-5233-00 Pilarcitos Canyon Pump Expense	2,100.00	1,703.07	396.93	18.90%	79,350.00	71,960.46	7,389.54	9.31%	79,350.00
1-5234-00 Denniston T P Pump Expense	6,350.00	14,724.00	-8,374.00	-131.87%	102,350.00	82,384.31	19,965.69	19.51%	102,350.00
1-5242-00 CSP Pump Station Operations	1,100.00	2,259.34	-1,159.34	-105.39%	13,000.00	11,121.56	1,878.44	14.45%	13,000.00
1-5243-00 CSP Pump Station Maintenance	4,000.00	4,255.42	-255.42	-6.39%	45,000.00	49,966.62	-4,966.62	-11.04%	45,000.00
1-5246-00 Nunes T P Operations - General	10,000.00	4,840.74	5,159.26	51.59%	109,000.00	69,789.69	39,210.31	35.97%	109,000.00
1-5247-00 Nunes T P Maintenance	12,000.00	5,846.20	6,153.80	51.28%	135,000.00	151,682.44	-16,682.44	-12.36%	135,000.00
1-5248-00 Denniston T P Operations-General	7,000.00	3,091.51	3,908.49	55.84%	78,000.00	36,243.06	41,756.94	53.53%	78,000.00
1-5249-00 Denniston T.P. Maintenance	14,000.00	4,006.81	9,993.19	71.38%	165,000.00	127,163.39	37,836.61	22.93%	165,000.00
1-5250-00 Laboratory Expenses	7,000.00	14,257.21	-7,257.21	-103.67%	81,000.00	105,044.31	-24,044.31	-29.68%	81,000.00
1-5260-00 Maintenance - General	36,000.00	96,987.98	-60,987.98	-169.41%	421,000.00	354,227.14	66,772.86	15.86%	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%	14,700.00	14,728.75	-28.75	-0.20%	14,700.00
1-5318-00 Studies/Surveys/Consulting	20,000.00	19,656.50	343.50	1.72%	160,000.00	113,270.30	46,729.70	29.21%	160,000.00
1-5321-00 Water Resources	1,700.00	161.57	1,538.43	90.50%	20,000.00	7,103.84	12,896.16	64.48%	20,000.00

Monthly Budget Report

For Fiscal: 2024-2025 Period Ending: 06/30/2025

		June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00	Community Outreach	6,000.00	16,971.49	-10,971.49	-182.86%	68,000.00	61,024.14	6,975.86	10.26%	68,000.00
1-5381-00	Legal	9,700.00	9,912.50	-212.50	-2.19%	116,000.00	225,553.33	-109,553.33	-94.44%	116,000.00
1-5382-00	Engineering	7,500.00	11,572.78	-4,072.78	-54.30%	90,000.00	129,929.73	-39,929.73	-44.37%	90,000.00
1-5383-00	Financial Services	2,000.00	1,630.00	370.00	18.50%	24,150.00	21,355.00	2,795.00	11.57%	24,150.00
1-5384-00	Computer Services	31,000.00	49,700.37	-18,700.37	-60.32%	375,000.00	409,515.96	-34,515.96	-9.20%	375,000.00
1-5410-00	Salaries/Wages-Administration	117,860.00	109,354.35	8,505.65	7.22%	1,459,211.00	1,364,069.14	95,141.86	6.52%	1,459,211.00
1-5411-00	Salaries & Wages - Field	169,088.00	156,120.99	12,967.01	7.67%	2,093,480.00	1,914,847.89	178,632.11	8.53%	2,093,480.00
1-5420-00	Payroll Tax Expense	20,550.00	21,019.82	-469.82	-2.29%	254,404.00	228,152.76	26,251.24	10.32%	254,404.00
1-5435-00	Employee Medical Insurance	46,430.00	39,547.62	6,882.38	14.82%	520,835.00	481,958.92	38,876.08	7.46%	520,835.00
1-5436-00	Retiree Medical Insurance	5,562.00	5,124.96	437.04	7.86%	62,407.00	67,476.09	-5,069.09	-8.12%	62,407.00
1-5440-00	Employees Retirement Plan	58,968.00	55,863.43	3,104.57	5.26%	707,803.00	664,374.82	43,428.18	6.14%	707,803.00
1-5445-00	Supplemental Retirement 401a	38,016.00	36,000.00	2,016.00	5.30%	38,016.00	36,000.00	2,016.00	5.30%	38,016.00
1-5510-00	Motor Vehicle Expense	8,150.00	8,428.74	-278.74	-3.42%	95,000.00	60,193.63	34,806.37	36.64%	95,000.00
1-5620-00	Office & Billing Expenses	35,000.00	38,137.42	-3,137.42	-8.96%	418,000.00	396,779.33	21,220.67	5.08%	418,000.00
1-5625-00	Meetings / Training / Seminars	4,400.00	9,939.50	-5,539.50	-125.90%	52,300.00	51,213.48	1,086.52	2.08%	52,300.00
1-5630-00	Insurance	18,800.00	39,618.22	-20,818.22	-110.74%	209,000.00	296,695.32	-87,695.32	-41.96%	209,000.00
1-5687-00	Membership, Dues, Subscript.	6,462.00	5,148.31	1,313.69	20.33%	125,000.00	112,275.47	12,724.53	10.18%	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%	6,000.00	0.00	6,000.00	100.00%	6,000.00
1-5700-00	San Mateo County Fees	2,750.00	990.00	1,760.00	64.00%	33,000.00	17,158.26	15,841.74	48.01%	33,000.00
1-5705-00	State Fees	0.00	3,642.23	-3,642.23	0.00%	50,600.00	52,012.87	-1,412.87	-2.79%	50,600.00
1-5799-00	Cost of issuance	0.00	220,851.00	-220,851.00	0.00%	0.00	220,851.00	-220,851.00	0.00%	0.00
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:		1,013,159.00	1,327,055.88	-313,896.88	-30.98%	11,485,230.00	11,294,167.53	191,062.47	1.66%	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
1-5719-00	Debt Service – 2025 COP Issuance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	0.00
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:		1,013,159.00	1,327,055.88	-313,896.88	-30.98%	12,992,070.00	12,801,007.59	191,062.41	1.47%	12,992,070.00
Report Total:		582,400.00	361,878.48	-220,521.52		3,520,339.00	4,250,372.06	730,033.06		3,520,339.00

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

<u>RESERVE BALANCES</u>	Current Year as of 06/30/2025	Prior Year as of 06/30/2024
CAPITAL AND OPERATING RESERVE	\$18,348,041.01	\$11,819,328.09
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$18,598,041.01	\$12,069,328.09

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$2,516,473.71	\$713,633.86
CSP T & S ACCOUNT	\$544,933.53	\$184,372.50
MONEY MARKET (CARTER HILL - DN TANK FINANCING)	\$6,032,623.73	\$19,809.21
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	\$18,598,041.01	\$12,069,328.09

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 - June 30, 2025

6/30/2025

7.3.2025

* Approved June 2024

Status	Approved* CIP Budget FY24/25	Actual To Date FY24/25	Projected FY24/25	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000			\$ 50,000	n/a	
99-02	Vehicle Fleet Replacement	ongoing	\$ 50,000	\$ 44,694	\$ 44,694	\$ 5,306	100%	

Facilities & Maintenance

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 189,247	\$ 189,247	\$ (49,247)	100%	
23-13	Pilarcitos Canyon Culvert Replacement	in design	\$ 400,000	\$ 68,008	\$ 68,008	\$ 331,992	0%	Engineering and environmental permitting in process
99-01	Meters	ongoing	\$ 10,000	\$ 82,807	\$ 82,807	\$ (72,807)	n/a	

Pipeline Projects

14-01/23-10	Highway 92 Potable Water Pipeline Emergency Restoration Project	Construction	\$ 3,000,000	\$2,221,839	\$ 2,221,839	\$ 778,161	65%	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	\$ 11,269	\$ 388,731	0%	Postponed to FY2026-27

Pump Stations / Tanks / Wells

21-07	Carter Hill Tank Improvement Project	Construction	\$ 4,000,000	\$2,948,900	\$ 2,948,900	\$ 1,051,100	18%	Reflects delay of \$ spend to FY2026.
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%	Study in process by West Yost
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	\$ 276,044	\$ 276,044	\$ 1,723,956	n/a	Construction delayed to FY2026
25-02	Denniston Sluice Gates	cancelled	\$ 50,000			\$ 50,000	0%	

Water Treatment Plants

23-05	Sodium Hypochlorite Generator Replacement (Nunes)	Construction	\$ 200,000	\$ 245,388	\$ 245,388	\$ (45,388)	95%	
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	complete		\$ 351,341	\$ 351,341	\$ (351,341)	100%	
25-04	Nunes Water Treatment Plant Roof Replacement	complete		\$ 184,800	\$ 184,800	\$ (184,800)	100%	
23-09	Denniston Contact Clarifier Hatch Replacements	complete		\$ 348,305	\$ 348,305	\$ (348,305)	100%	In CIP in future years
25-03	CSP Earthquake Expansion Joints	complete		\$ 68,627	\$ 68,627	\$ (68,627)	100%	complete with materials; need installation
25-02	Pilarcitos Wellfield Replacement Project	In design		\$ 345,616	\$ 345,616	\$ (345,616)	0%	in design/permitting
NN-00	Unscheduled CIP		\$ 100,000			\$ 100,000	0%	

NEW FY2024/2025 CIP TOTAL	\$ 11,250,000	\$7,408,585	\$ 7,408,586	\$ 3,841,414
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COASTSIDE COUNTY WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT
FISCAL YEAR TO DATE 2024/2025 - June 30, 2025

7.3.2025

6/30/2025

* Approved June 2024

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

20-14	Nunes Water Treatment Plant Improvement Project	complete		\$ 3,671	\$ 3,671	\$ (3,671)	100%	
22-07	Alameda Ave Crossing at Medio Creek	complete		\$ 44,277	\$ 44,277	\$ (44,277)	100%	
24-01	Myrtle/2nd Ave Valve Replacement	complete		\$ 4,559	\$ 4,559	\$ (4,559)	100%	
23-03	CSP Fire Sprinklers	complete		\$ 24,885	\$ 24,885	\$ (24,885)	100%	
24-03	Nunes WTP Flocculator #8 Gearbox Replacement	complete		\$ 32,130	\$ 32,130	\$ (32,130)	100%	

FY2023/2024 CARRYOVER PROJECTS	\$	-	\$ 109,521	\$	109,521	\$	(109,521)
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Green = approved by the Board/in process

TOTAL - FY 2024/2025 CIP + PRIOR YEAR CARRYOVER	\$	11,250,000	\$7,518,106	\$	7,518,106	\$	3,731,894
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Legal Cost Tracking Report
12 Months At-A-Glance

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

Month	Admin (General Legal Fees)	Water Supply Development	Recycled Water	Uninstalled Connection Transfer Program	Capital Improvement Projects	Labor & Employment	Cell Tower Leases	Public Records Requests	Litigation	Non CIP / Infrastructure (Project Review) <i>Reimbursable</i>	Total
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
May-25	7,394			1,497	419	2,522	419			1,117	13,366
Jun-25	6,831						47			884	7,761
TOTAL	94,234	1,395	0	5,775	94,393	68,835	6,725	0	223	2,884	274,462

Calcon T&M Projects Tracking
6/30/2025

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						\$ 64,401.57
Denniston Maintenance						\$ 6,420.00
Distribution System						\$ 38,843.41
Wells						
Cellular Telemetry						\$ 2,953.17
Subtotal Maintenance						\$ 112,618.15
FINAL TOTAL FY 2024/2025						\$112,618.15

EKI Environment & Water
Engineering Services Billed FY 2022-2023 to FY 2024-2025
Billed through 6/30/2025

			Not to Exceed					
			Contract Date	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				\$ 25,000.00	Open		\$ 11,801.40	\$ 13,840.06
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			10/9/2024	\$ 100,000.00	Open			\$ 74,257.29
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				\$ 410,000.00		\$ 124,370.68	\$ 112,510.78	\$ 125,618.21
Highway 92 Potable Water Pipeline Phase 1 (2023)	14-01	6.13.2023	\$ 135,400.00	Open	\$ 22,894.82	\$ 70,887.84	\$ 26,606.58	
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	\$ 39,844.36	
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			\$ 48,139.22	
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	\$ 21,712.00	
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	\$ 50,000.00	Open			\$ 39,134.98	
Pilarcitos Wellfield Replacement Project	25-02	10.9.2024	\$ 378,300.00	Open			\$ 279,681.18	
Pilarcitos Wellfield & Slide Repair Environmental Services	25-02/23-13		\$ 268,760.00	Open			\$ 24,663.28	
Potable Water Storage Master Plan			\$ 170,400.00	Open			\$ 1,500.20	
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			\$ 38,895.48	
San Vicente Pipeline Project - Phase A	14-25	1.7.2025	\$ 82,200.00	Open			\$ 25,662.86	
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	\$ 717,256.74

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, June 10, 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 Chris Mickelsen, and Director John Muller. Director Ken Coverdell was absent.

Also present: Mary Rogren, General Manager; Jeffrey Schneider, Asst. General Manager Finance/ Admin., Patrick Miyaki, Legal Counsel, Gina Brazil, Administrative Services Manager, Darin Sturdivan, Water Distribution Operations Manager, Cathleen Brennan, Water Resources Analyst, 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 May 31, 2025:
Claims: \$ 1,261,771.54; Payroll: \$ 209,962.88 for a total of \$ 1,471,734.42
May 2025 Monthly Financial Claims reviewed and approved by Director Coverdell
- B. Acceptance of Financial Reports
- C. Approval of Minutes of May 13, 2025, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report – May 2025
- G. Leak/Flushing Report – May 2025
- H. Monthly Rainfall Reports

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

- Director Muller and Vice President Feldman reported on their attendance at the ACWA Spring Conference on May 14, 2025, in Monterey.

6) GENERAL BUSINESS

A. Public Hearing on Status of Vacancies and Recruitment and Retention Efforts (AB2561)

1. Presentation by Staff

Mr. Schneider summarized that California State Assembly Bill 2561 was signed into law on September 22, 2024 and became effective on January 1, 2025. The intent of AB2561 is to ensure that public agencies are appropriately staffed and that high vacancy rates do not impact staff turnover and service delivery. The Bill outlines requirements for public agencies to conduct a public hearing each year prior to budget adoption and to report on vacancies, recruitment and retention efforts. Coastside County Water District's vacancy rates reflect a relatively stable work force. Mr. Schneider also shared the District's recruiting methods and retention efforts.

2. Open Public Hearing

- At 7:14 pm, President Reynolds opened the Public Hearing on the Status of Vacancies and Recruitment and Retention Efforts (AB2561). President Reynolds invited members of the audience to address the Board.
There were no comments from the audience.

3. Close Public Hearing

- At 7:14 pm, President Reynolds closed the Public Hearing

4. Board Comments/Board Action

- There were no comments from Board Members.

- B. 1) Consider Resolution 2025-03 Approving an Amendment to the Amended and Restated Water Supply Agreement Between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County.
2) Consider Resolution 2025-04 Approving Tier 2 Drought Response Implementation Plan Pursuant to Section 3.11.C of the Amended and Restated Water Supply Agreement Between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County

Ms. Rogren presented an overview of the two resolutions as well as a background and a summary of the events leading to the need for these two resolutions that consider amendments to the Water Supply Agreement and to the Tier 2 Drought Response Implementation Plan.

Resolution 2025-03 provides for approval of an amendment to the Amended and Restated Water Supply Agreement between the City and County of San Francisco and Wholesale Customer in Alameda County, San Mateo County and Santa Clara County to address three key areas:

- a. Minimum Purchase Requirements to align with evolving water supply conditions.
- b. Tier 1 Water Shortage Allocation Plan (Tier 1 Plan) to establish a new method for considering collective Wholesale Customer SFPUC purchases when determining how excess use charges will be applied.
- c. Other updates including revisions to address discrete issues that arose over the course of implementing the Water Supply Agreement.

Resolution 2025-04 provides for approval of an updated Tier 2 Drought Response Implementation Plan (Tier 2 Plan) that specifies the method for allocating water from the San Francisco Regional Water System among the wholesale customers during periods of shortage caused by drought.

ON MOTION BY Director Mickelsen and seconded by Director Muller, the Board voted by roll call vote to 1) adopt Resolution 2025-03 approving an amendment to the Amended and Restated Water Supply Agreement between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County and Santa Clara County and; 2) adopt Resolution 2025-04 approving Tier 2 Drought Response Implementation Plan pursuant to Section 3.11.C of the Amended and Restated Water Supply Agreement Between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County.

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

C. Consider Ordinance 2025-01 Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections.

Mr. Sturdivan summarized that the District's current Backflow and Cross-Connection Control regulations were adopted on September 10, 2013 (Ordinance 2013-01) and incorporated into Section W of the District's General Regulations regarding Water Service. With the State Water Resources Control Board's adoption of the Cross Connection-Control Policy Handbook on December 19, 2023 under authority of the California Safe Drinking Water Act, Public Water Systems in California must comply with the State's Cross-Connection Control Policy Handbook or face enforcement or other corrective actions by the State Water Resource Control Board.

The State's Cross-Connection Control Policy Handbook's primary objective is the protection of public health through the establishment of standards to ensure drinking water distribution systems will not be subject to the backflow of liquids, gases, or other substances. It is mandated under the State's Cross-Connection Control Policy Handbook that each Public Water System submit a written program and plan for the State Water Resources Control Board to review.

One of the requirements of the written plan is that the Public Water System provide a description of the legal authority or its operating rules and ordinances to implement their Cross-Connection Control Program and Plan, including implementing corrective actions against water users who fail to comply in a timely manner with provisions regarding the installation, inspection, field testing, or maintenance of backflow prevention assemblies.

The Public Water System must be able to 1) deny or discontinue water service to a water user, 2) install, inspect, field test, and/or maintain a backflow prevention assembly at the water user's premises, or 3) otherwise address in a timely manner a failure to comply with their Cross-Connection Control Program and Plan.

Ordinance 2025-01 was written to meet the requirements of the State's Cross-Connection Control Policy Handbook. It also includes descriptions of ownership, the right of the District to enter Property, appeals, cost recovery, and limitations of liability.

ON MOTION BY President Reynolds and seconded by Director Muller, the Board voted by roll call vote to approve Ordinance 2025-01 modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections.

Director Coverdell

Absent

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

D. Approval of Salary Schedule with a Cost-of-Living Adjustment for FY2025-2026, effective July 1, 2025

Mr. Schneider presented an updated Salary Schedule to be effective July 1, 2025. The salary update includes a 2.7% cost-of-living adjustment based on the Consumer Price Index – Urban Wage Earners and Clerical Workers – San Francisco-Oakland-San Jose, CA from February to February. He also explained that CalPERS requires Board approval of the District’s Salary Schedule.

ON MOTION BY Director Muller and seconded by Vice President Feldman, the Board voted by roll call vote to approve the Salary Schedule with a cost-of-living adjustment for FY2025-2026, effective July 1, 2025.

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

E. Approval of Fiscal Year 2025-2026 Operations and Maintenance Budget and Fiscal Year 2025/2026 to Fiscal Year 2034/2035 Capital Improvement Program

Mr. Schneider shared a presentation summarizing the proposed Operations and Maintenance Budget for Fiscal Year 2025/2026, and proposed 10-year Capital Improvement Program for Fiscal Year 2025/2026 to Fiscal Year 2034/2035. Staff met with the Finance Committee, the Facilities Committee, and the District’s Engineer, EKI Environment and Water, Inc. during the preparation of these budgets. Staff presented the draft Operations and Maintenance Budget for Fiscal Year 2025/2026 at the April 8, 2025 Regular Board of Directors Meeting and the draft Fiscal Year 2025/2026 to Fiscal Year 2034/2035 Capital Improvement Program at the May 13, 2025 Regular Board of Directors Meeting.

ON MOTION BY Director Muller and seconded by Director Mickelsen, the Board voted by roll call vote to approve the Fiscal Year 2025-2026 Operations and Maintenance Budget and Fiscal Year 2025-2026 to Fiscal Year 2034-2035 Capital Improvement Program.

Director Coverdell	Absent
Director Mickelsen	Aye
Director Muller	Aye

Vice-President Feldman
President Reynolds

Aye
Aye

F. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #8

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

7) MONTHLY INFORMATIONAL REPORTS

A. General Managers Report Operations Report

- Ms. Rogren noted that at the May 13, 2025, Board of Directors Meeting, the Board approved a staff reorganization. She then summarized the promotions that occurred since the May 13, 2025 meeting.

B. Operations Report

Mr. Sturdivan summarized the Operation Highlights for the month of May 2025.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items.

9) ADJOURNMENT - Board Meeting Adjourned at 8:36 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	1	1	7
3/4" meter			1										1
1" meter											1		1
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	2	1	17

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 24/25 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	3.5	1.0	13.5
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	3.5	1.0	49.0

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	19.50	0.00	28.47	8.08	56.05	3.04	53.01
JUN	0.00	20.10	0.00	29.32	8.96	58.38	3.86	54.52
TOTAL	0.01	98.10	88.14	214.99	153.73	554.97	34.71	520.26
% MONTHLY TOTAL	0.0%	34.4%	0.0%	50.2%	15.3%	100.0%	6.6%	93.4%
% ANNUAL TO DATE TOTAL	0.0%	17.7%	15.9%	38.7%	27.7%	100.0%	6.3%	93.7%

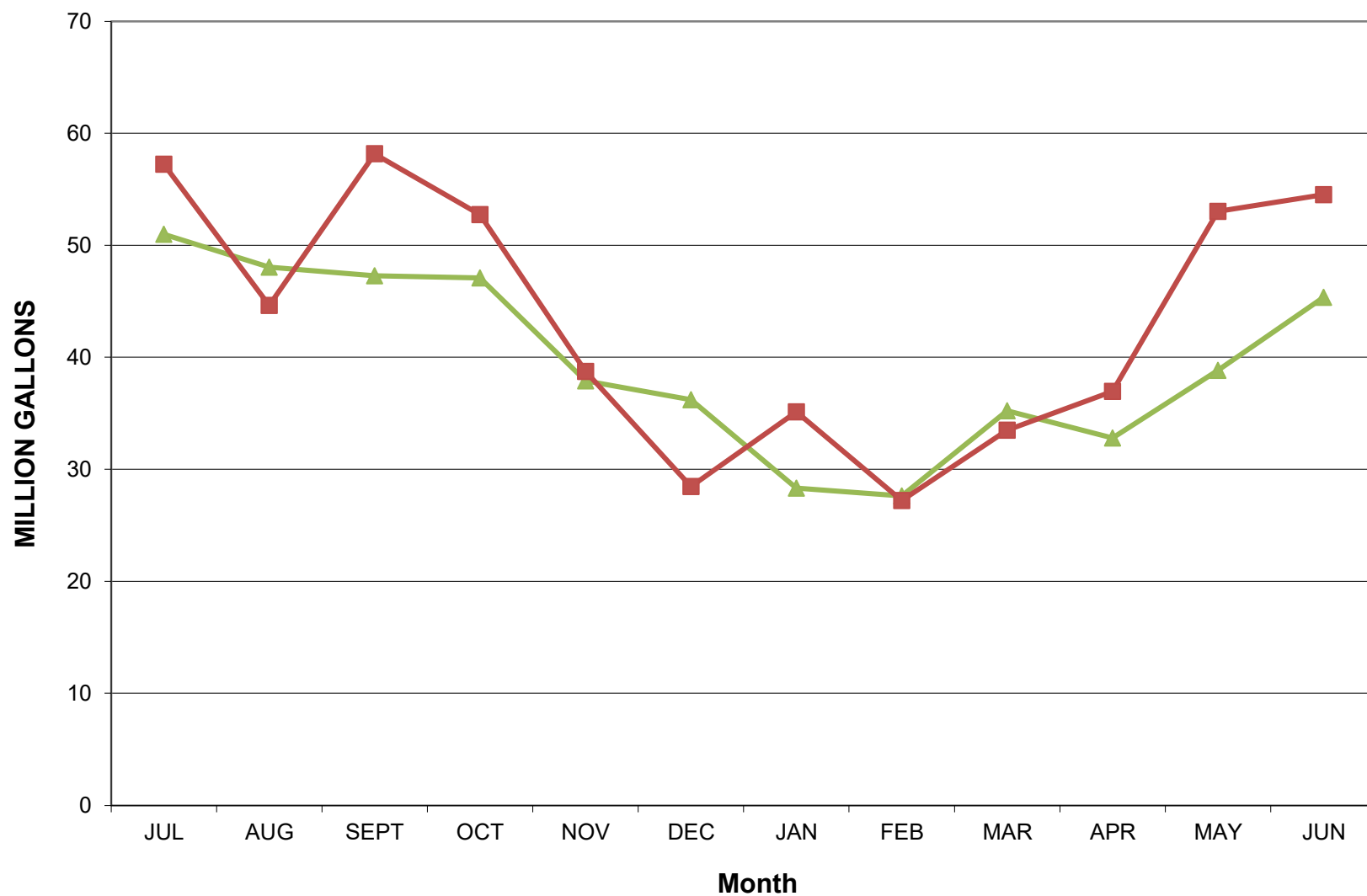
CCWD vs SFPUC- month 34.4%

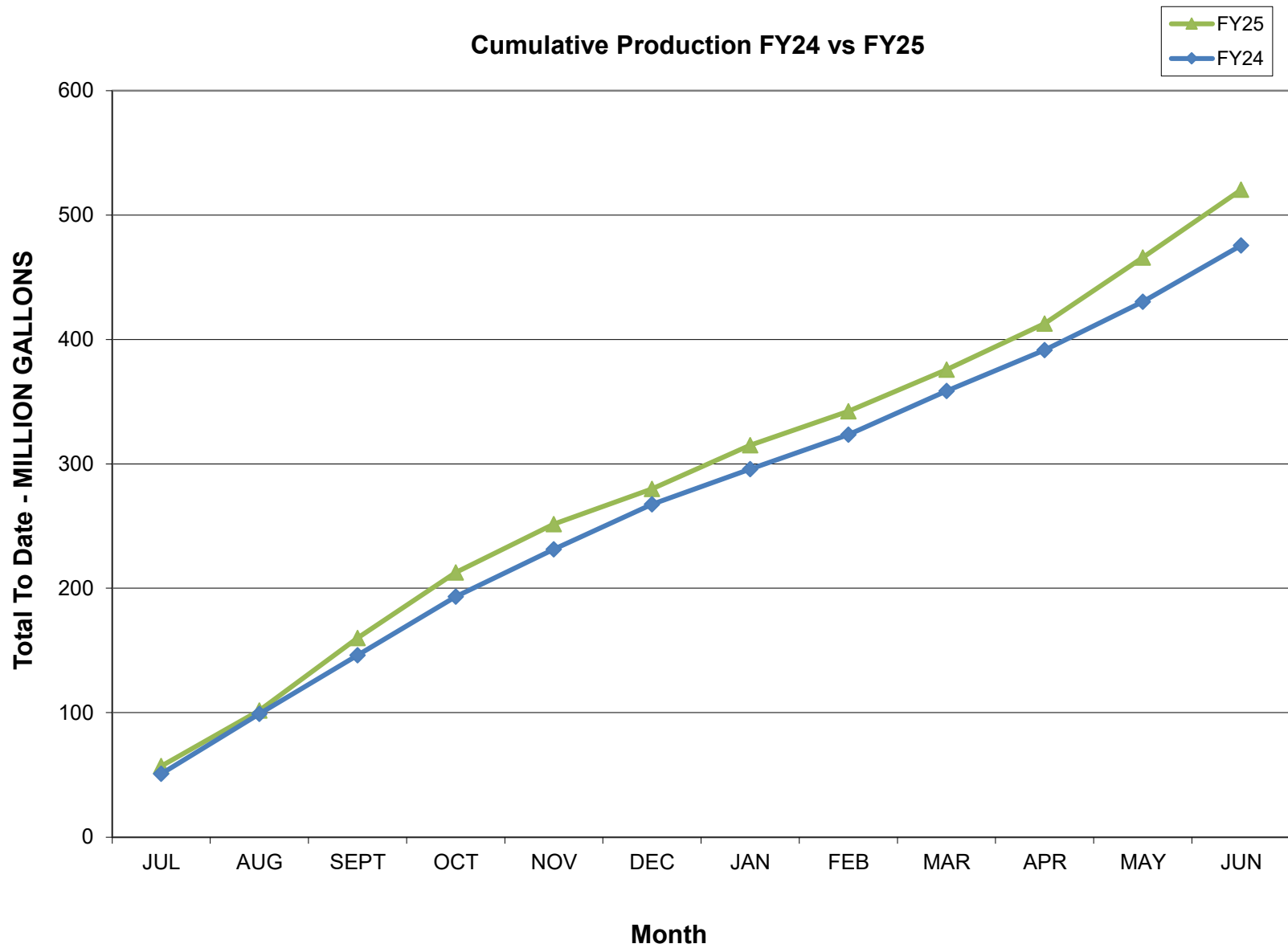
CCWD vs SFPUC- annual 33.6%

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

[illegible]

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	32.71
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		June-25									
Coastside County Water District Monthly Discharge Report											
EMERGENCY MAIN AND SERVICE REPAIRS											
C o u n t	Date Reported Discovered	Time Reported	Date Repaired	Time Repaired	Estimated Duration of Leak	(Identifier) Location	Estimated Water Volume Loss (MG)	Class Type	Material Type	Size (Inches)	Work Order Number
1											
2											
3											
4											
5											
6											
7											
8											
						Total	0.000				

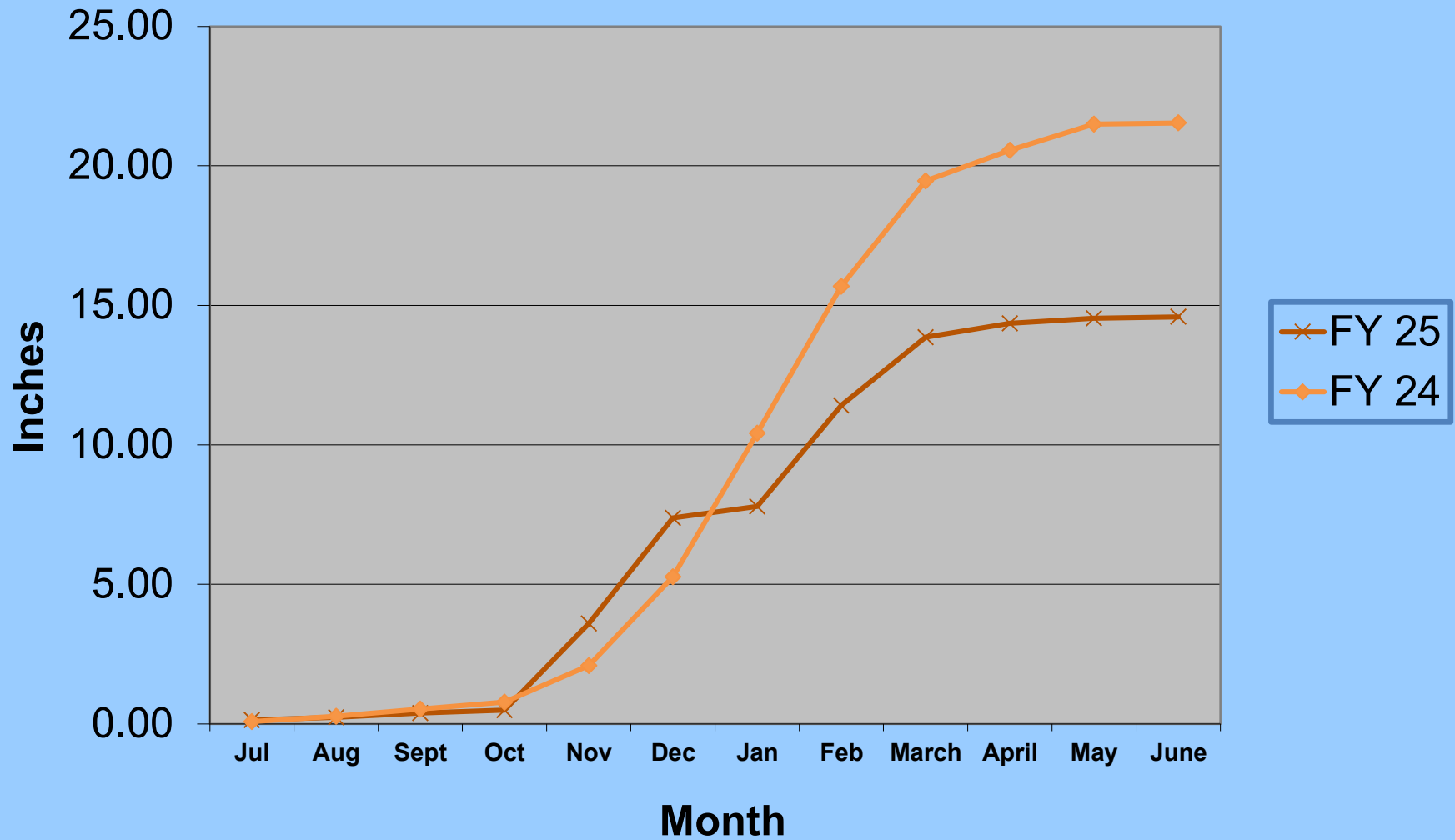
OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.009
Reservoir Cleaning	0.000
Automatic Blowoffs	0.162
Dewatering Operations	0.000
Other (includes flow testing)	0.004
DISCHARGES GRAND TOTAL (MG)	
0.175	

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	0.00	0.00
2	0.00	0.01	0.00	0.00	0.01	0.00	0.00	0.08	0.05	0.00	0.00	0.00
3	0.00	0.00	0.00	0.00	0.00	0.00	0.22	0.09	0.00	0.00	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	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	0.00	0.00
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.29	0.06	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.12	0.00	0.08	0.00	0.00
8	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.00	0.00	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	0.00	0.01
10	0.00	0.00	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	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	0.11	0.00
13	0.00	0.00	0.00	0.01	0.00	0.36	0.00	0.96	0.17	0.00	0.00	0.00
14	0.01	0.00	0.01	0.02	0.00	0.69	0.00	0.04	0.56	0.00	0.00	0.00
15	0.00	0.00	0.02	0.00	0.01	0.00	0.00	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	0.00	0.00
17	0.00	0.02	0.01	0.00	0.04	0.00	0.00	0.01	0.16	0.03	0.01	0.00
18	0.00	0.01	0.04	0.00	0.00	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	0.00	0.00
20	0.00	0.00	0.02	0.00	0.30	0.00	0.00	0.01	0.00	0.00	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	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	0.00	0.00
23	0.00	0.00	0.01	0.00	0.02	0.28	0.00	0.00	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	0.00	0.02
25	0.00	0.00	0.00	0.00	0.24	0.00	0.01	0.01	0.00	0.00	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	0.04	0.01
27	0.01	0.00	0.00	0.00	0.00	0.07	0.00	0.00	0.16	0.00	0.00	0.00
28	0.01	0.00	0.01	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.01	0.00
29	0.02	0.00	0.00	0.00	0.00	0.22	0.00		0.01	0.00	0.00	0.00
30	0.04	0.00	0.01	0.00	0.00	0.01	0.00		0.02	0.00	0.00	0.01
31	0.01	0.00		0.05		0.00	0.13		0.26		0.01	
Mon.Total	0.14	0.09	0.15	0.11	3.11	3.78	0.41	3.62	2.45	0.50	0.18	0.05
Year Total	0.14	0.23	0.38	0.49	3.60	7.38	7.79	11.41	13.86	14.36	14.54	14.59

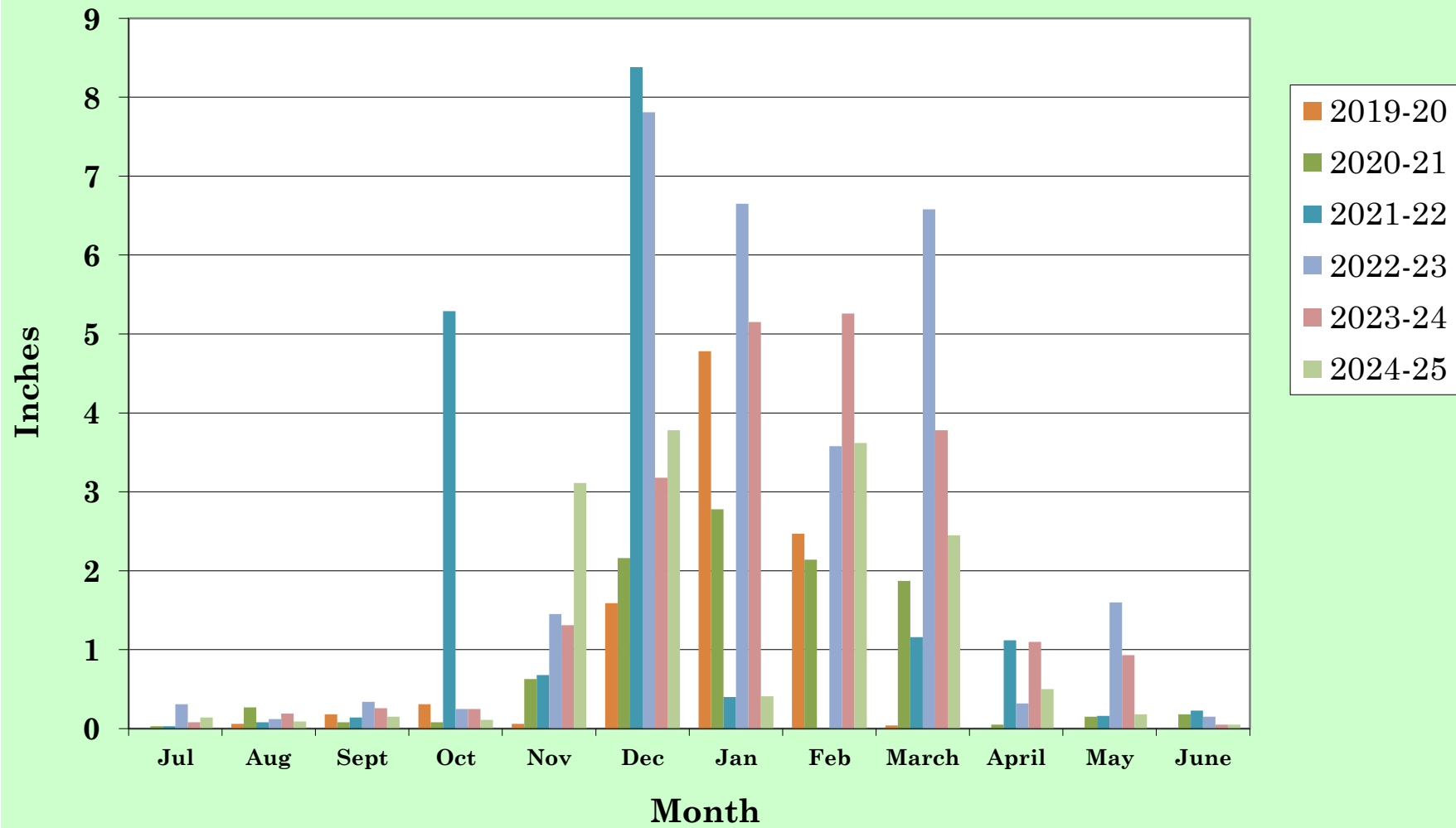
Rainfall Total Comparison Fiscal Years 2024-25 vs. 2023-2024



Coastside County Water District

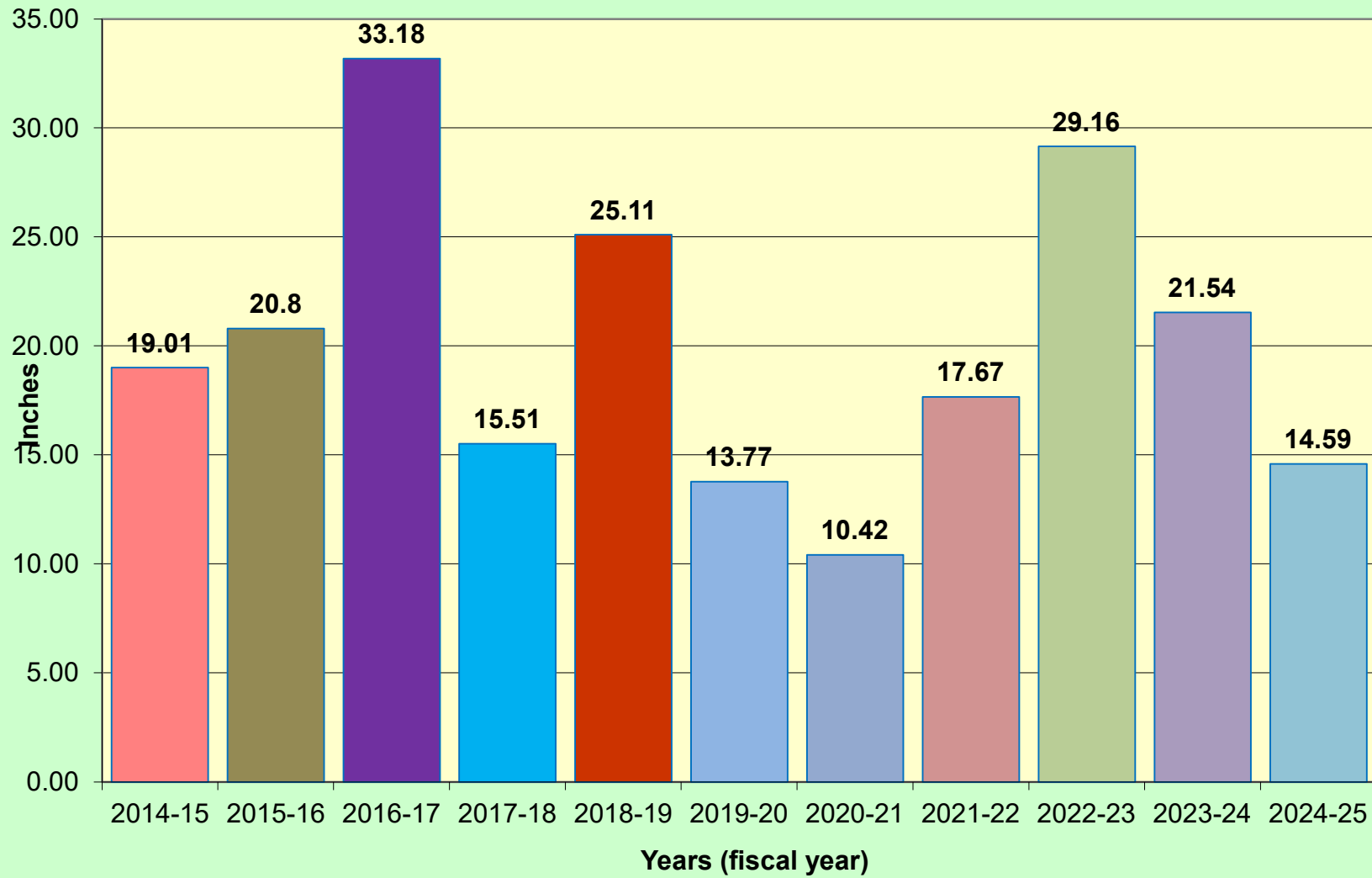
Rainfall by Month

Fiscal Years 20 - 25



Rain Totals

Fiscal Years 15 - 25



San Francisco Public Utilities Commission

Hydrological Conditions Report

May 2025

B. Barry, C. Graham, H. Forrester
Prepared June 9, 2025



Hetch Hetchy Reservoir reached maximum capacity on June 1st (above). Following dry conditions and warm temperatures, inflow to Hetch Hetchy Reservoir in May was 100% of normal.

System Storage

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

Table 1. Current System Storage as of June 1, 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	355,244		360,360		5,116		99%
Cherry Reservoir ²	270,262		273,345		3,083		99%
Lake Eleanor ³	26,436		27,100		664		98%
Water Bank	570,000		570,000		0		100%
Tuolumne Storage	1,221,942		1,230,805		8,863		99%
Local Bay Area Storage							
Calaveras Reservoir	79,276	25,832	96,670	31,500	17,394	5,415	82%
San Antonio Reservoir	47,169	15,370	52,506	17,109	5,337	2,377	90%
Crystal Springs Reservoir	44,652	14,550	68,743	22,400	24,091	7,640	65%
San Andreas Reservoir	16,032	5,224	18,898	6,158	2,866	1,040	85%
Pilarcitos Reservoir	1,955	637	3,118	1,016	1,163	384	63%
Total Local Storage	189,084	61,613	239,936	78,183	50,852	16,856	79%
Total System	1,411,026		1,470,741		59,715		96%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flashboards installed.

³ Maximum Lake Eleanor storage with flashboards installed.

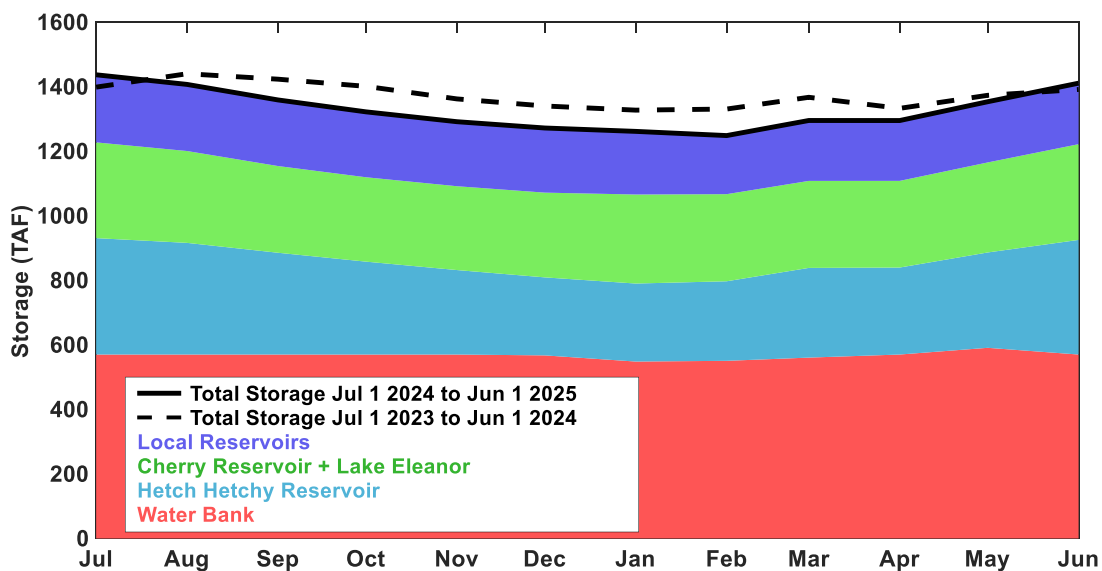


Figure: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The May 2025 six-station precipitation index was 0.26 inches, which is 17% of the 1991-2020 May median.

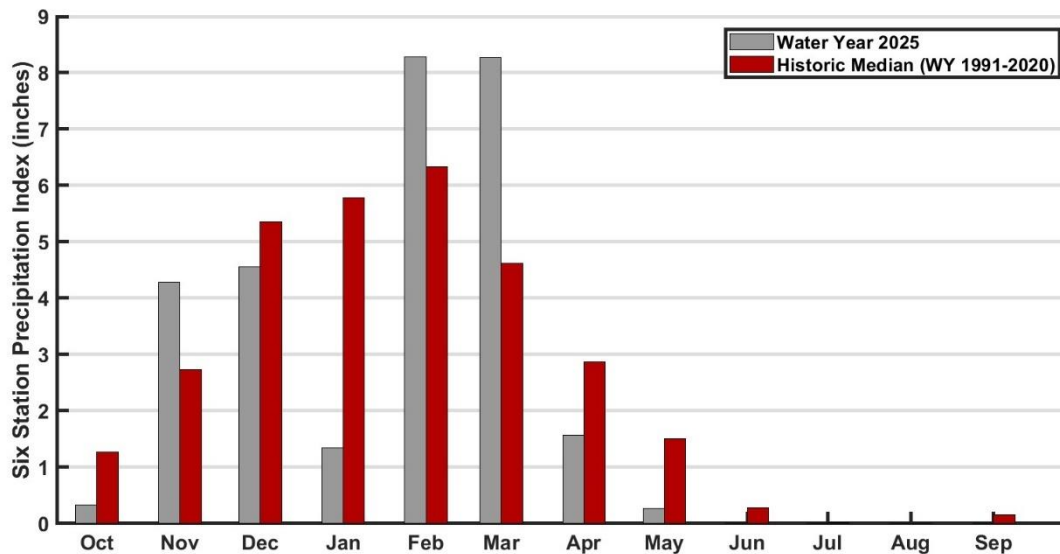


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of June 1. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2025 is 28.73 inches, which is 94% of the median to-date. The Hetch Hetchy Weather Station received 0.42 inches of precipitation in May resulting in a total of 29.59 inches for WY 2025, or 88% of WY to-date median. The cumulative WY 2025 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

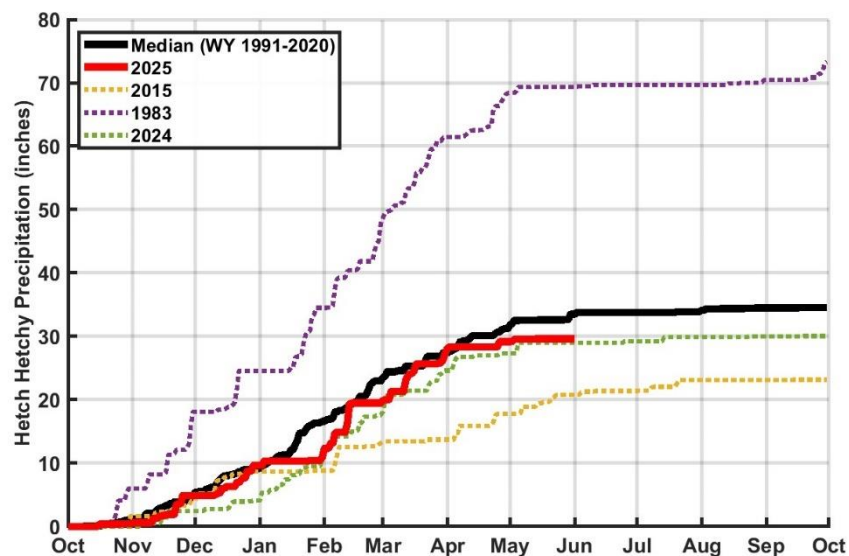


Figure 3: Water Year 2025 cumulative precipitation measured at Hetch Hetchy Weather Station as of June 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2025 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for May 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	May 2025				October 1, 2024 through May 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	218,949	214,740	218,132	100%	432,665	462,650	465,850	93%
Inflow to Cherry Reservoir and Lake Eleanor	103,589	115,014	125,164	83%	332,275	378,983	382,811	87%
Tuolumne River at La Grange	377,754	400,953	444,403	85%	1,143,084	1,267,528	1,427,755	80%
Water Available to City	129,709	156,297	208,902	62%	359,010	459,193	611,087	59%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) were 200 MGD during May 1 – 7. A rate change to 245 MGD occurred on May 8.

Hetch Hetchy Reservoir power draft and stream releases totaled 159,223 acre-feet during the month of May. Required minimum instream release during May was 164 cfs (Type A plus 64 cfs due to Canyon Tunnel flow being greater than 920 cfs). Required releases increase to 189 cfs (Type A plus 64 cfs) in June.

Cherry Reservoir power draft and stream releases totaled 61,204 acre-feet during the month of May. Required minimum instream release is 5 cfs October through June.

Lake Eleanor stream releases totaled 24,649 acre-feet and Cherry-Eleanor pumping transfer totaled 2,231 acre-feet during the month of May. Required minimum instream release April 15 through September 15 is 20 cfs.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant production rate for the month was 29 MGD. The Sunol Valley Water Treatment Plant went offline in early May. The production rate for the month was 4 MGD.

Regional System Water Delivery

The average May delivery rate was 217 MGD which is a 13.0% increase compared to the April delivery rate of 192 MGD.

Local Precipitation

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

Weather Station Location	May 2025		October 1, 2024 through May 31, 2025	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.44	67%	35.06	105%
Lower Crystal Springs Reservoir	0.21	47%	22.02	100%
Calaveras Reservoir	0.10	20%	18.36	102%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Generally dry conditions with intermittent periods of well above normal temperatures resulted in below-normal precipitation, robust snowmelt, and near-normal runoff during the month of May (Figure 2, 3, and 5). Near record warm temperatures generated peak snowmelt runoff on May 12 (Figure 4). Cumulative Water Available to the City (WAC) for May was 129,709 AF; Cumulative WAC for WY 2025 was 359,010 AF (Table 2, Figure 4).

Hetch Hetchy Reservoir is full and drafting via spillway flow, 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 nearly full and expected to continue drafting via minimum instream releases and discretionary power generation through the end of Spring runoff. The Cherry-Eleanor Pumps are currently activated and expected to remain in service until the end of Spring runoff. Lake Eleanor is currently full and expected to remain near full through August.

In all future weather scenarios, forecasted inflows are sufficient to maintain near full conditions at Cherry Reservoir, Lake Eleanor, Hetch Hetchy Reservoir, and Water Bank (Figure 6) through the end of Spring runoff, with additional water available for power generation and ongoing UTREP releases (Figure 6).

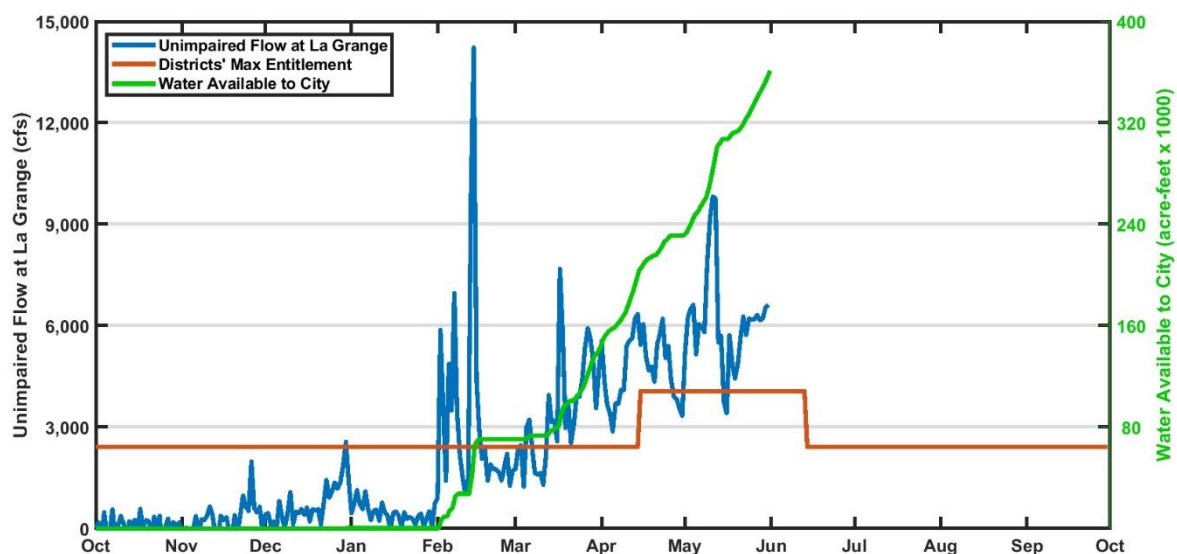


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

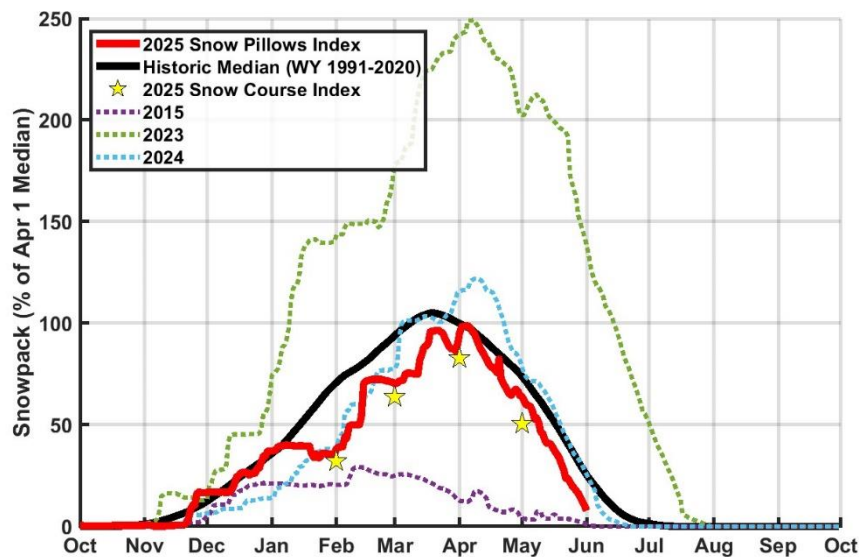


Figure 5: Current water year 10-Station Snow Pillows Index as of June 1 (red line), based on real-time snow water equivalent measurements in the Tuolumne Basin. Star indicates the average manual snow course measurements in the Tuolumne Watershed. Historic median, wet and dry years, and previous water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

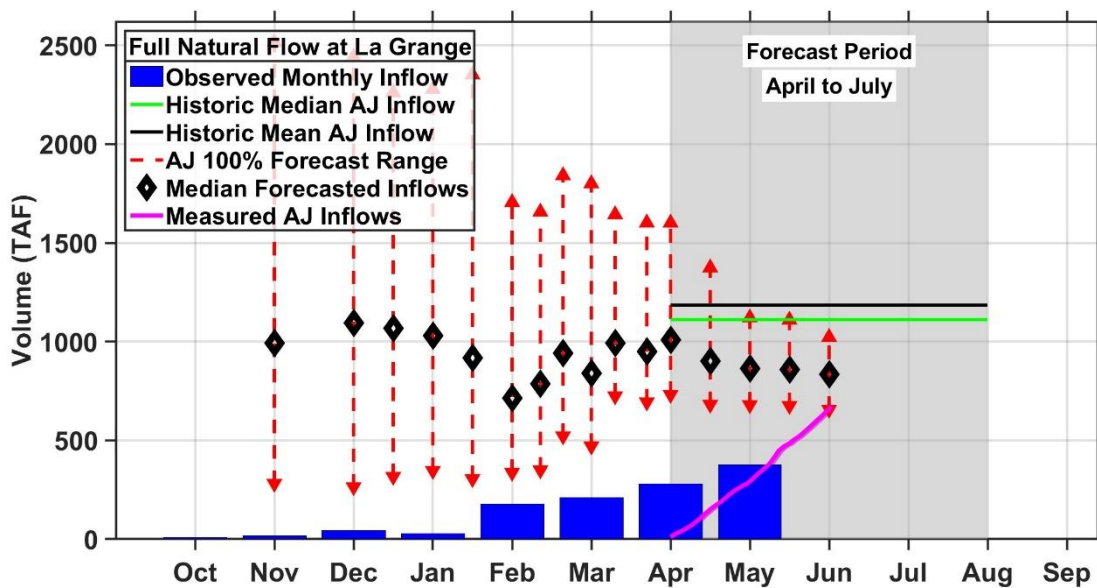


Figure 6: Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at La Grange. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: California Special Districts Association (CSDA) – 2026 Board Election – Bay Area Network, Seat B

Recommendation/Motion:

Authorize the District's CSDA Board Representative (Director Muller) to cast the District vote for the incumbent, Ryan Clausnitzer, to serve as one of the representatives to the California Special Districts Association (CSDA) Board of Directors in the Bay Area Network, for Seat B.

Background:

As a member of the California Special Districts Association, the Coastside County Water District's Board of Directors (or its designate) has the opportunity to participate in the CSDA Board Elections process by casting a vote for one of the candidates seeking to represent the Bay Area Network.

The District's CSDA Board Representative, Director John Muller recommends that the District's vote goes to the current incumbent, Ryan Clausnitzer.

In addition to serving on the Bay Area Network, Mr. Clausnitzer is a Past President of CSDA, served as Vice-Chair of the Legislative Committee and a member of the Fiscal Committee. He also represented the CSDA Board of Directors on the National Special District Association and is a Founding Director and now Chair of the California CLASS JPA. (Please see the attached candidate statement from Mr. Clausnitzer.)

Fiscal Impact:

None



**California Special
Districts Association**
Districts Stronger Together

2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ryan Clausnitzer, MPA, CSDM

District/Company: Alameda County Mosquito Abatement District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: Thirteen years total: three as Trustee, ten as General Manager

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Past President of CSDA (2021 & 2022). Vice-Chair of the Legislative Committee and member of the Fiscal Committee. CSDA Board appointee to the National Special District Coalition. Speaker and Panelist at GM Summit and Annual Conference. Certified Special District Manager (CSDM). Recognition of Special District Governance, SDLF Leadership Academy, District Board Secretary/ Clerk.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Chair of California CLASS Joint Powers Authority. Coastal Region representative on the MVCAC Legislative Committee.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Past-President & current Board member of the Alameda County Special District Chapter, Executive Committee member of the East Bay Economic Development Agency

4. List civic organization involvement:

President-elect of the Rotary Club of Alameda, Chair of Fundraising and International Service Committees. Active member of elementary and middle school PTA, volunteer youth coach.

****Candidate Statement –** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.

March 13, 2025

Bay Area Special Districts

Re: CSDA Board of Directors Bay Area Network Seat B

I am seeking your support for a fourth term on the CSDA Board of Directors in the Bay Area Network, building on my proven CSDA Board leadership, dedication to raising awareness of special districts, 28 years of experience in all levels of government, and my academic background in public policy.

During my last term on the CSDA Board, I was honored to serve a second year as CSDA President. My CSDA Board colleagues also selected me to be a founding Director of the California CLASS JPA, which I now Chair. The CSDA Board also appointed me to represent the CSDA Board of Directors on the National Special District Association where I had the privilege of advocating with other states for a formal special district definition at the US Capitol— an effort that came remarkably close to passing this past session.

Engaging with CSDA chapters has been a priority, allowing me to attend several in-person and virtual meetings in Santa Clara, San Mateo, Contra Costa, and Marin, as well as chapter formation meetings in Sonoma County, Santa Cruz, and Solano-Yolo. These connections strengthen my ability to represent the entire region at CSDA meetings and advocacy events.

Looking ahead, one of my key goals is to deepen my engagement with Bay Area Chapters by attending more meetings and bringing forward to the CSDA Board any issues I hear from you. Another priority is to increase participation in CSDA business sponsors, such as California CLASS JPA. Not only are these direct benefits to CSDA members, but the revenue-sharing business agreements offset cost increases, keeping membership dues stable.

The value of your work and commitment to your community is an easy sell to stakeholders including the residents you serve. It would be my honor to represent San Francisco Bay Area special districts for another three years on the CSDA Board of Directors where I can share your story to the benefit of all special districts.

Sincerely,

Ryan Clausnitzer, MPA, CSDM, REHS
General Manager
Alameda County Mosquito Abatement District
23187 Connecticut Street
Hayward, CA 94545
ryan@mosquitoes.org

Encl: Nomination form, candidate information sheet, Board resolution

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

**Agenda Title: Acceptance of Subdivision Utility System
Creekside Court Subdivision
HMB Coast LLC / Gabe Gonzalez**

Recommendation/Motion:

Accept water system improvements completed for Creekside Court Subdivision under the terms of the Water Service Agreement with HMB Coast LLC dated July 13, 2023, as complete.

Background:

The Subdivision Utility System for the Creekside Court Subdivision was completed as of June 17, 2025, in accordance with the District standards and regulations. The Applicant has met all the conditions specified in the Water Service Agreement.

Fiscal Impact:

None. All costs for the construction of the project have been paid for by the applicant.



STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Procure a New Ford F150 4x4 Crew Cab Pickup from Serramonte Ford, Inc.

Recommendation/Motion:

Waive the procedural requirements for sealed competitive bids and authorize the General Manager to procure a new Ford F150 4x4 Crew Cab pickup from Serramonte Ford, Inc. for a not-to-exceed amount of \$48,430

Background:

The District budgets annually for vehicle replacements as a part of the Capital Improvement Program (CIP). The CIP approved by the Board of Directors in June 2025 includes the purchase of one new vehicle for Fiscal Year 2025-2026.

Staff obtained three quotes for a Ford F150 4x4 Crew Cab pickup which reflects government fleet pricing. Quotes were received from Serramonte Ford, James Ford and Towne Ford. At \$48,429.51 including sales tax and all applicable fees, the quote from Serramonte Ford is the lowest of the three quotes.

The vehicle requested will be equipped per the District's standard configuration for its typical Ford fleet orders.

Determination of Waiving Competitive Bidding Requirements:

Staff is requesting the Board to waive the formal competitive bidding requirements of Resolution 2016-09 and to purchase a vehicle from Serramonte Ford for a not to exceed the amount of \$48,430. Note that staff received quotes from three dealerships.

Fiscal Impact: \$48,430



undefined

Preview Order Y677 - W1L - 4x4 XL SuperCrew: Order Summary Time of Preview: 05/06/2025 11:35:17 Receipt: 5/6/2025

Dealership Name: Serramonte Ford

Sales Code : F72024

Dealer Rep.	Michael Stewart	Type	Fleet	Vehicle Line	F-150	Order Code	Y677
Customer Name	COASTSIDE COU	Priority Code	H1	Model Year	2025	Price Level	560

DESCRIPTION

F150 4X4 SUPERCREW XL - 145
145 INCH WHEELBASE
TOTAL BASE VEHICLE
OXFORD WHITE
VINYL 40/20/40 FRONT SEAT
MEDIUM DARK SLATE
EQUIPMENT GROUP 101A
.XL SERIES
.17" SILVER STEEL WHEELS
2.7L V6 ECOBOOST
ELEC TEN-SPEED AUTO TRANS
.265/70R 17 BSW ALL-TERRAIN
3.55 ELECTRONIC LOCK RR AXLE
6650# GVWR PACKAGE
CA NEW MTR VEHICLE BOARD FEES
FORD FLEET SPECIAL ADJUSTMENT
JOB #2 ORDER

DESCRIPTION

FRONT LICENSE PLATE BRACKET
BLACK PLATFORM RUNNING BOARDS
SKID PLATES
50 STATE EMISSIONS
EXTENDED RANGE 36GAL FUEL TANK
INTEGRATED TRAILER BRAKE CONT
PRICE CONCESSION INDICATOR
BACKUP ALARM SYSTEM
FLEET DRL - REPLACE STD DRL
SPECIAL DEALER ACCOUNT ADJUSTM
SPECIAL FLEET ACCOUNT CREDIT
FUEL CHARGE
NET INVOICE FLEET OPTION (B4A)
PRICED DORA
ADVERTISING ASSESSMENT
DESTINATION & DELIVERY

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date

***This order has not been submitted to the order bank.
This is not an invoice.***

Prepared For: **Coastside County Water District**
766 MAIN ST
HALF MOON BAY, CA 94019-1995
Ph. Day: 650-726-2240 Cell. 650-726-2240

Date: 5/6/2025



VEHICLE PURCHASE INFORMATION		TRADE INFORMATION
Vehicle:	New 2025 FORD TRKS	(No Trade-in)
Stock No:		
VIN:		
Mileage:	20	
Vehicle Price	\$51,395.00	
Customer Savings	- \$7,442.00	
Selling Price of Vehicle	= \$43,953.00	
Less Rebates(s)	- \$0.00	
Dealer Added Accessories***	+ \$0.00	
Cash Price	= \$43,953.00	
Sales Tax: (estimate)*	+ \$4,348.76	
Total Fees **	+ \$127.75	
Total Cash Price (estimate)	= \$48,429.51	
Payoff balance of Trade(s) (estimate)	+ \$0.00	
Total Charges (estimate)	= \$48,429.51	

*Finance Tax City 0.50000%, Finance Tax County 1.25000%, Finance Tax District 2.12500%, Finance Tax State 6.00000%
**Fees Include: Administration Fee \$85.00, Electronic Filing \$34.00, Tire Fee \$8.75

Retail payments are an estimate and may vary among lending institutions. Tax rules may vary per state. The final terms of your loan may differ depending on the actual terms of the financial institution's acceptance and are negotiable. Retail Net Sales Price is based on 0 down payment.
1st. Payment, security deposit, tax on down payment, license, title and documentation due at delivery.

Customer Approval

Management Approval

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Enter Into a Contractual Agreement with Andreini Bros Inc. for the Replacement of the Main Inlet Pipeline and Two 16" Valves at the Carter Hill Tank Site.

Recommendation/Motion:

Waive the procedural requirements for sealed competitive bids and authorize the General Manager to enter into a contractual agreement with Andreini Bros. Inc. for the replacement of the main inlet pipeline and two 16" valves at the Carter Hill Tank Site at a not-to-exceed price of \$161,078.

Background:

Staff has identified an opportunity to replace approximately 110 feet of 16" ductile iron pipe, tee, and two 16" valves that currently feed the HMB Tank 3 inlet pipe and historically served as the old bypass if Tank 3 was ever taken off-line.

The current 16" pipe and two 16" valves were originally installed in the roadway next to the Carter Hill tanks as part of the 1980 Nunes Water Treatment Plant Project. As part of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project, a portion of the 16" line is being removed and replaced. In addition, a portion of the bypass has already been removed to facilitate construction of the new DN Prestressed Concrete Tank.

Given the age of the pipeline and valves, District staff and the District's engineer, Jon Sutter of EKI Environment and Water, Inc. ("EKI") recommend replacing another 110 foot section of the 16" pipe that extends uphill from the new tank under construction to Tank 3 as well as replacing the two 16" valves. This project was not originally in the scope of the Carter Hill tank project, however given that the contractor is already mobilized and trenching at the site, by doing this work now, the District will save on

future construction costs (including remobilization) and without having to cut into the newly refurbished concrete base road that is part of the current Carter Hill tank project. Note that when the District replaces HMB Tank #3 in the next few years, the District will have to replace the two existing (circa 1980) 16" gate valves and pipe regardless.

Once complete, the new pipeline and valves will not only serve as the inlet for the new DN Prestressed Concrete Tank but will also serve as the future connection for the Tank 3 replacement.

At the District's request, Andreini Bros. Inc. ("Andreini") prepared the attached proposal (Exhibit A) to demo and off haul the existing pipe, tee, and valves. Andreini will then install a new 16" pipeline, tee and two 16" valves and provide a temporary road patch for construction until the final road improvements are made at the end of the Carter Hill tank project.

Determination of Waiving Competitive Bidding Requirements

Staff is requesting the Board to waive the formal competitive bidding requirements of Resolution 2016-09 in order to sole-source with Andreini. As the subcontractor to DN Tanks Inc. for the underground work, Andreini is already mobilized at the Carter Hill Tank site and will be replacing the portion of the 16" pipe that is included in the current tank project. By using Andreini, the District will save on mobilization costs for the project. In addition, given Andreini's familiarity with the tank project, staff believes that Andreini is in the best position to execute the District's proposed project within the time constraints of the overall Carter Hill tank project.

Fiscal Impact: \$ 161,078.

Exhibit A: Proposal from Andreini Bros. Inc.

Exhibit B: Carter Hill Tank site map showing location of pipe and valves to be replaced.



Exhibit A

Andreini Bros. Inc
151 Main St.
Half Moon Bay, Ca. 94019
PH. (650) 726-2065
FAX. (650) 726-7929

PROPOSAL

PROPOSAL SUBMITTED TO Coastside County Water District Attn; Sean Donovan		PHONE (650)726-4405	DATE 06/24/25
STREET Main Street		JOB NAME Carter Hill 16" Valve Replacement Project	
CITY, STATE AND ZIP CODE HMB, CA 94019		JOB LOCATAION 500 Lewis Foster Drive, HMB	
ARCHITECT As per site meeting	DATE OF PLANS		FAX 726-5245

We hereby submit specifications and estimates for:

As per site meeting to remove 2 existing valves, tee and 110' of 16" main, and replace with new. Note: potholing of existing to be done prior on T&M. Scope to include the following items:

- | | |
|---|----------------------------------|
| 1. Laborer to demo and off haul existing pipe, tee and valves. | Subtotal \$ 18,606.50 |
| 2. Labor to excavate and set valves with tee. | Subtotal \$ 20,806.50 |
| 3. Labor for excavate, install, backfill 110 LF of 16" DIP main, make all final connections, BacT test and AC temp patch. | Subtotal \$ 44,096.80 |
| 4. Parts and materials. | Subtotal \$ 77,568.16 |
| | Total Price \$ 161,077.96 |

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:
\$ 161,077.96

Payment to be made as follows:

100% UPON COMPLETION; 1 ½% ADDED TO BILLS PAST 30 DAYS

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike Manner according to specifications submitted per standard practices. Any alteration or deviation from Above specifications involving extra costs will be executed only upon written orders, and will become An extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner will carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

**Authorized
Signature** _____

JOHN KOTTMEIER

Note: this proposal may be
withdrawn by us if not accepted within _____ 30 _____ days

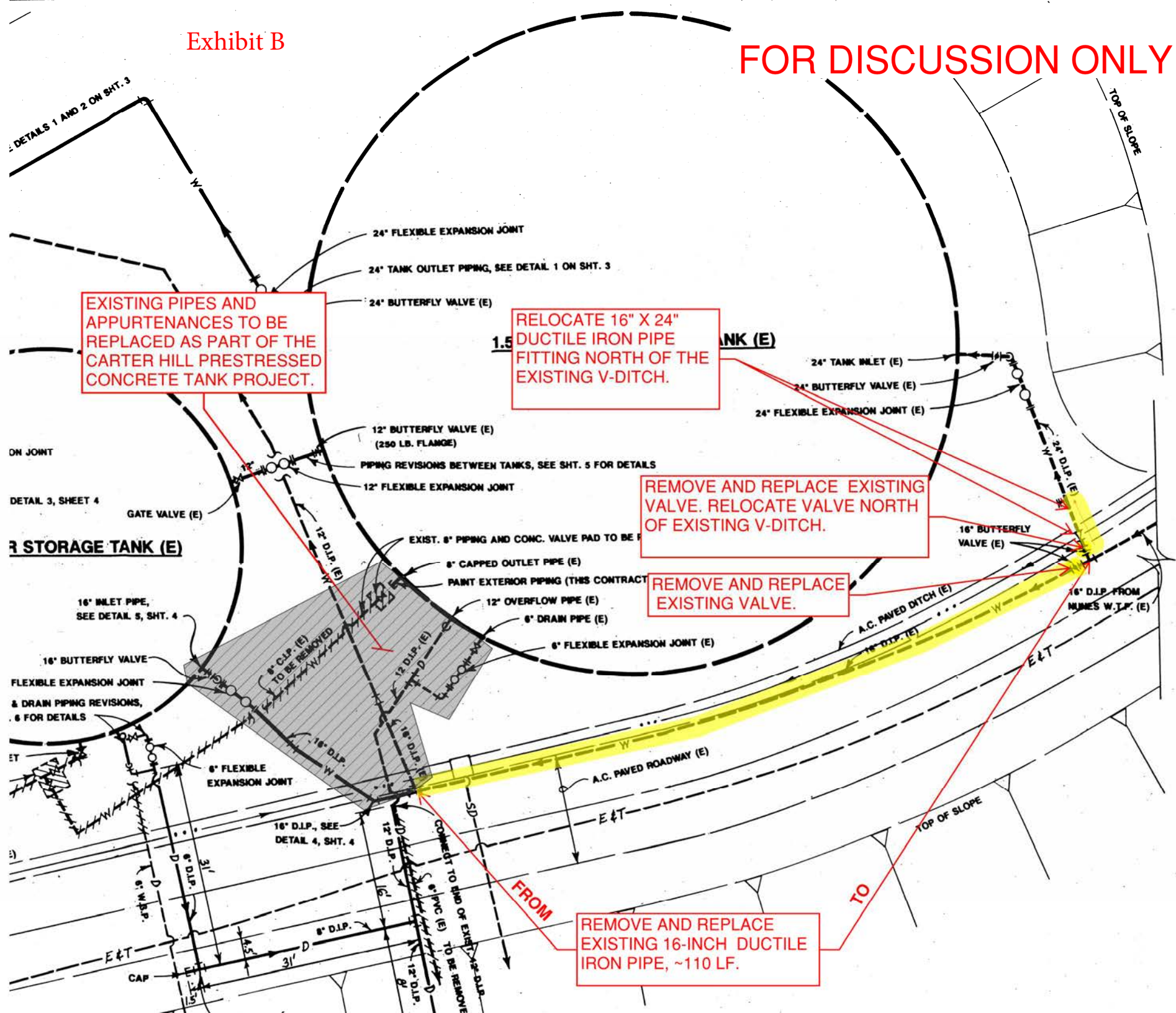
Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are Authorized to do the work as specified, Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

FOR DISCUSSION ONLY



STAFF REPORT

To: Board of Directors

**From: Jeff Schneider, Assistant General Manager
of Finance & Administration**

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: Fiscal 2024-2025 Year-End Financial Results - Preliminary

Recommendation / Motion:

Information Only.

Background:

The attached Period Budget Analysis summarizes preliminary results for the Fiscal Year ending June 30, 2025. The results include preliminary estimates of year-end expense accruals but exclude depreciation, year-end audit and other adjustments that will be finalized by December, 2025.

Highlights include:

- Year-to-date operating revenue is \$14,097,000, which is \$49,000 or 0.3%, below budget; actual water sales volume of 516 million gallons (MG), is 4 MG, or 0.8% below the budget for FY 2024-25;
- Year-to-date non-operating revenue is \$2,955,000 which is \$588,000 or 24.8% above budget, which includes the following positive variances:
 - \$85,000 of property tax receipts;
 - \$99,000 in Excess ERAF refunds;
 - \$354,000 of interest income due to higher-than-expected LAIF interest rates and the impact of COP funds that have begun to be deployed in recent months;
 - \$50,000 of other income.

Total Revenues are thus \$17,051,000, which is \$539,000, or 3.3% above budget.

- Year-to-date operating expenses of \$11,294,000 are \$191,000, or 1.7%, below budget.

Expense savings versus budget include:

- \$379,000 savings in salaries and benefits as a result of vacancies;
- \$174,000 savings in PG&E expenses, largely due to use of Pilarcitos Reservoir (a gravity source) vs. Crystal Springs pump station;
- \$82,000 savings in operation and maintenance expenses;
- \$205,000 savings in other expenses, including consulting, vehicle maintenance, memberships, election and other fees, and gains on the sale of two vehicles.

Expenses above budget include:

- \$221,000 from the cost of issuance of the January, 2025 public offering of certificates of participation (\$8.0 million of funds were raised to help fund the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project);
 - \$157,000 in SFPUC water purchases as SFPUC volumes exceeded the budget by 18.7 MG, or 5.3%;
 - \$110,000 of legal expenses due to labor and employment, environmental, and administrative fees;
 - \$88,000 of insurance expenses, due to liability insurance cost increases;
 - \$40,000 of engineering expenses due to design work on the Denniston intake structure, hydraulic modeling, and peer review of projects.
 - \$35,000 of computer services expenses due to costs related to the migration of the ESRI GIS application to the cloud.
-
- *The net impact of the revenue shortfall and expense savings is a positive variance of \$730,000 for the year.*
 - *Contributions to the Capital Improvement Program and Reserves are \$4,250,000 versus the budget of \$3,520,000.*

Cash Reserves:

The current cash balance as of June 30, 2025 is \$18,598,000.

Capital Improvement Program (CIP):

CIP spend totaled \$7,518,000 against an approved plan of \$11,250,000 for the year. The variance is primarily due to delays in project spend on the Carter Hill Tank Project and the San Vicente/Denniston Water Development Project to FY2026. In addition, the Highway 92 Pipeline Project (to be completed in Summer 2025) is tracking to be underbudget by approximately \$500,000.

Major projects included:

- Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project (in construction to be completed Spring 2026) - \$2,949,000
- Highway 92 – Potable Water Pipeline Emergency Restoration Project (in construction to be complete in Summer, 2025) - \$2,222,000
- Nunes Water Treatment Plant Paving (complete) - \$351,000
- Denniston Contact Clarifier Hatch Replacements (complete) - \$348,000
- Pilarcitos Wellfield Replacement Project (in design) - \$346,000
- Nunes Water Treatment Plant Roof Replacement (complete) - \$185,000
- San Vicente / Denniston Water Supply Development (on-going) - \$276,000
- Sodium Hypochlorite Generator Replacement at Nunes - \$245,000
- Fire Hydrant Replacement (on-going) - \$189,000

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS

Preliminary

For Fiscal Year Ending 6/30/2025

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance	Comments
OPERATING REVENUE						
1-0-4120-00	Water Revenue -All Areas	14,145,409.00	14,096,579.91	(48,829.09)	-0.35%	At 516 MG, water volumes are 0.8% below budget and 9.8% above prior year
TOTAL OPERATING REVENUE		14,145,409.00	14,096,579.91	(48,829.09)	-0.35%	
NON-OPERATING REVENUE						
1-0-4170-00	Water Taken From Hydrants	52,000.00	72,642.53	20,642.53	39.70%	
1-0-4180-00	Late Notice -10% Penalty	100,000.00	102,587.13	2,587.13	2.59%	
1-0-4230-00	Service Connections	15,000.00	7,896.25	(7,103.75)	-47.36%	
1-0-4920-00	Interest Earned	300,000.00	654,257.41	354,257.41	118.09%	Higher-than-expected LAIF interest rates and the impact of COP funds
1-0-4930-00	Tax Apportionments/Cnty Checks	1,092,000.00	1,176,809.64	84,809.64	7.77%	
1-0-4950-00	Miscellaneous Income	5,000.00	9,674.15	4,674.15	93.48%	
1-0-4955-00	Cell Site Lease Income	203,000.00	232,242.40	29,242.40	14.41%	
1-0-4965-00	ERAF REFUND -County Taxes	600,000.00	698,690.23	98,690.23	16.45%	
TOTAL NON-OPERATING REVENUE		2,367,000.00	2,954,799.74	587,799.74	24.83%	
TOTAL REVENUES		16,512,409.00	17,051,379.65	538,970.65	3.26%	
OPERATING EXPENSES						
1-1-5130-00	Water Purchased	2,587,024.00	2,743,814.77	(156,790.77)	-6.06%	Use of SFPUC sources is 5.3% above budget and 16.1% above previous year
1-1-5230-00	Pump Exp, Nunes T P	65,550.00	61,712.62	3,837.38	5.85%	
1-1-5231-00	Pump Exp, CSP Pump Station	500,000.00	356,386.34	143,613.66	28.72%	PG&E expenses have not reached budgeted levels
1-1-5232-00	Pump Exp, Trans. & Dist.	31,050.00	31,433.56	(383.56)	-1.24%	
1-1-5233-00	Pump Exp, Pilarcitos Canyon	79,350.00	71,960.46	7,389.54	9.31%	
1-1-5234-00	Pump Exp. Denniston	102,350.00	82,384.31	19,965.69	19.51%	PG&E savings related to shutdowns for maintenance at the Denniston water treatment plant
1-1-5242-00	CSP Pump Station Operations	13,000.00	11,121.56	1,878.44	14.45%	
1-1-5243-00	CSP Pump Station Maintenance	45,000.00	49,966.62	(4,966.62)	-11.04%	
1-1-5246-00	Nunes T P Operations	109,000.00	69,789.69	39,210.31	35.97%	
1-1-5247-00	Nunes T P Maintenance	135,000.00	151,682.44	(16,682.44)	-12.36%	
1-1-5248-00	Denniston T.P. Operations	78,000.00	36,243.06	41,756.94	53.53%	
1-1-5249-00	Denniston T.P. Maintenance	165,000.00	127,163.39	37,836.61	22.93%	
1-1-5250-00	Laboratory Services	81,000.00	105,044.31	(24,044.31)	-29.68%	Reflects special sampling (lead and copper - 3 year cycle)
1-1-5260-00	Maintenance -General	421,000.00	354,227.14	66,772.86	15.86%	
1-1-5261-00	Maintenance -Well Fields	50,000.00	109,697.23	(59,697.23)	-119.39%	Includes \$91k spend for rehabilitation of Pilarcitos wells.
1-1-5263-00	Uniforms	14,700.00	14,728.75	(28.75)	-0.20%	
1-1-5318-00	Studies/Surveys/Consulting	160,000.00	113,270.30	46,729.70	29.21%	
1-1-5321-00	Water Resources	20,000.00	7,103.84	12,896.16	64.48%	
1-1-5322-00	Community Outreach	68,000.00	61,024.14	6,975.86	10.26%	
1-1-5381-00	Legal	116,000.00	225,553.33	(109,553.33)	-94.44%	Includes labor/employment, environmental and administrative fees.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS

Preliminary

For Fiscal Year Ending 6/30/2025

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance	Comments
1-1-5382-00	Engineering	90,000.00	129,929.73	(39,929.73)	-44.37%	Includes design work on Denniston intake, hydraulic modeling, and peer review of projects.
1-1-5383-00	Financial Services	24,150.00	21,355.00	2,795.00	11.57%	
1-1-5384-00	Computer Services	375,000.00	409,515.96	(34,515.96)	-9.20%	Migration to AWS cloud of the ESRI GIS application
1-1-5410-00	Salaries/Wages-Administration	1,459,211.00	1,364,069.14	95,141.86	6.52%	Vacant temp position and below-budgeted salaries for customer service hires
1-1-5411-00	Salaries & Wages -Field	2,093,480.00	1,914,847.89	178,632.11	8.53%	Vacant superintendent and maintenance worker positions
1-1-5420-00	Payroll Tax Expense	254,404.00	228,152.76	26,251.24	10.32%	
1-1-5435-00	Employee Medical Insurance	520,835.00	481,958.92	38,876.08	7.46%	
1-1-5436-00	Retiree Medical Insurance	62,407.00	67,476.09	(5,069.09)	-8.12%	
1-1-5440-00	Employees Retirement Plan	707,803.00	664,374.82	43,428.18	6.14%	
1-1-5445-00	Supplemental Retirement 401a	38,016.00	36,000.00	2,016.00	0.00%	
1-1-5510-00	Motor Vehicle Expense	95,000.00	60,193.63	34,806.37	36.64%	
1-1-5620-00	Office Supplies & Expense	418,000.00	396,779.33	21,220.67	5.08%	
1-1-5625-00	Meetings / Training / Seminars	52,300.00	51,213.48	1,086.52	2.08%	
1-1-5630-00	Insurance	209,000.00	296,695.32	(87,695.32)	-41.96%	JPIA's experience modification factor for liability insurance exceeds the budgeted assumption
1-1-5687-00	Membership, Dues, Subscript.	125,000.00	112,275.47	12,724.53	10.18%	
1-1-5688-00	Election Expenses	30,000.00	0.00	30,000.00	100.00%	
1-1-5689-00	Labor Relations	6,000.00	0.00	6,000.00	100.00%	
1-1-5700-00	San Mateo County Fees	33,000.00	17,158.26	15,841.74	48.01%	
1-1-5705-00	State Fees	50,600.00	52,012.87	(1,412.87)	-2.79%	
1-1-5799-00	Cost Of Issuance	0.00	220,851.00	(220,851.00)	0.00%	Costs related to the issuance of Certificates of Participation (\$8.0 million in funds) in support of the Carter Hill Tank project
1-1-5910-00	Loss/Gain On Disposal Of Assets	0.00	(15,000.00)	15,000.00	0.00%	Gain on sale of two vehicles
TOTAL OPERATING EXPENSES		11,485,230.00	11,294,167.53	191,062.47	1.66%	
CAPITAL ACCOUNTS						
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	335,173.00	335,172.75	0.25	0.00%	
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	321,412.00	321,412.10	(0.10)	0.00%	
1-1-5717-00	Chase Bank - 2018 Loan	432,821.00	432,821.13	(0.13)	0.00%	
1-1-5718-00	First Foundation Bank - 2022	417,434.00	417,434.08	(0.08)	0.00%	
1-1-5719-00	Debt Service - 2025 COP Issuance	0.00	0.00	0.00	0.00%	
TOTAL CAPITAL ACCOUNTS		1,506,840.00	1,506,840.06	(0.06)	0.00%	
TOTAL EXPENSES		12,992,070.00	12,801,007.59	191,062.41	1.47%	
CONTRIBUTION TO CIP/RESERVES		3,520,339.00	4,250,372.06			

STAFF REPORT

To: Board of Directors

From: Jeffrey Schneider, Assistant General Manager – Finance & Administration
Darin Sturdivan, Water Distribution Operations Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: Approval of Amended Salary Schedule for Fiscal Year 2025-2026 and Updated Organization Chart to Add a New Job Classification, “Treatment/Distribution Operator – Lead (Assigned to Distribution)”

Recommendation / Motion:

Approve amended Salary Schedule for FY2025-26 and updated Organization Chart that include the addition of a new Job Classification, “Treatment/Distribution Operator – Lead (Assigned to Distribution)”.

Background:

In reviewing his organization since his promotion in May, 2025, the Water Distribution Operations Manager has identified a need to appoint a “lead” on his field staff. While the Distribution Supervisor and the Senior Distribution Operator are increasingly focused on data management, regulatory reporting, and cross-connection/backflow oversight activities, there remains the need in the field to lead, train, and direct the work of relatively new field operators.

This new job classification does not reflect an addition to headcount. Rather, one of the operators will be assigned to this position. An existing staff member has been identified to assume this role upon the Board’s approval of the attached, updated Salary Schedule.

The salary range for the Treatment/Distribution Operator “Lead” (assigned to Distribution) is proposed to be 7.5% above the Treatment/Distribution Operator (assigned to Distribution) and 11.6% below the range for the Senior Distribution Operator based upon the Water Distribution Operations Manager’s assessment of the relative complexity and breadth of the Senior Operator’s responsibilities as compared to those of the Lead Operator position.

Staff met with the HR Committee on June 26, 2025 and the Committee expressed its support for the proposed Lead job classification.

Attachments:

1. Draft, Updated Salary Schedule for Fiscal Year 2025-2026
2. Job Description for the new Distribution Operations Lead role.
3. Draft, Updated Organization Chart

DRAFT

**COASTSIDE COUNTY WATER DISTRICT
SALARY SCHEDULE FOR FISCAL YEAR 2025-2026 ***

EFFECTIVE: July 8, 2025

Approved at Board Meeting: _____

JOB TITLE	HOURLY RANGE BOTTOM	ANNUAL	HOURLY RANGE TOP	ANNUAL
MANAGEMENT				
GENERAL MANAGER			\$	283,425
ASSISTANT GENERAL MANAGER - FINANCE / ADMINISTRATION		\$ 192,927	\$	235,064
OPERATIONS MANAGER (TREATMENT AND DISTRIBUTION)		\$ 176,657	\$	215,240
ADMINISTRATIVE				
ADMINISTRATIVE ANALYST	\$ 52.550	\$ 109,304	\$ 64.026	\$ 133,174
ADMINISTRATIVE SERVICES MANAGER	\$ 61.822	\$ 128,590	\$ 75.325	\$ 156,676
ACCOUNTING MANAGER/UTILITY BILLING MANAGER	\$ 61.822	\$ 128,590	\$ 75.325	\$ 156,676
TEMPORARY - CUSTOMER SERVICE	\$ 35.808		\$ 43.630	
CUSTOMER SUPPORT SPECIALIST	\$ 46.504	\$ 96,728	\$ 56.661	\$ 117,855
CUSTOMER SERVICE SPECIALIST I	\$ 35.808	\$ 74,481	\$ 43.630	\$ 90,750
CUSTOMER SERVICE SPECIALIST II	\$ 39.504	\$ 82,168	\$ 48.132	\$ 100,115
WATER RESOURCE ANALYST	\$ 61.822	\$ 128,590	\$ 75.325	\$ 156,676
OPERATIONS				
DISTRIBUTION SUPERVISOR	\$ 63.157	\$ 131,367	\$ 76.952	\$ 160,060
TREATMENT PLANT SUPERVISOR	\$ 71.452	\$ 148,620	\$ 87.059	\$ 181,083
TEMPORARY - MAINTENANCE WORKER	\$ 35.808	\$ 74,481	\$ 43.630	\$ 90,750
MAINTENANCE WORKER	\$ 35.808	\$ 74,481	\$ 43.630	\$ 90,750
MAINTENANCE WORKER II	\$ 37.599	\$ 78,206	\$ 45.810	\$ 95,285
TREATMENT/DISTRIBUTION OPERATOR (ASSIGNED TO DISTRIBUTION)	\$ 43.268	\$ 89,997	\$ 52.717	\$ 109,651
TREATMENT/DISTRIBUTION OPERATOR (ASSIGNED TO TREATMENT)	\$ 47.861	\$ 99,551	\$ 58.315	\$ 121,295
TREATMENT/DISTRIBUTION OPERATOR - LEAD (ASSIGNED TO DISTR)	\$ 46.513	\$ 96,747	\$ 56.672	\$ 117,878
SENIOR DISTRIBUTION OPERATOR	\$ 51.919	\$ 107,992	\$ 63.258	\$ 131,577
SENIOR TREATMENT OPERATOR	\$ 58.644	\$ 121,980	\$ 71.452	\$ 148,620

* Reflects CPI-W - San Francisco-Oakland-Hayward - Feb 2024 to Feb 2025

COASTSIDE COUNTY WATER DISTRICT CLASS SPECIFICATION
TREATMENT/DISTRIBUTION OPERATOR - LEAD
(ASSIGNED TO DISTRIBUTION)

DEFINITION

Under general supervision, performs the same duties as employees in the class of Maintenance Worker and, in addition, performs treatment plant and pump station operator duties on a regular, rotational basis, and as assigned, acts as a crew leader for water installation and distribution tasks; performs a variety of facility maintenance activities; and does other work as required.

DISTINGUISHING CHARACTERISTICS

This class is distinguished from Treatment/Distribution Operator (assigned to Distribution) in that the Lead class is responsible for leading and directing the work of field staff, field-based training, troubleshooting, and prioritizing field resource deployment. This class is distinguished from Maintenance Worker in that a position in this class primarily performs distribution duties and also performs treatment plant operator duties on a regular, rotational basis. In addition, when assigned, an incumbent serves as the crew leader on an assigned project such as a water installation, and participates in the same tasks as Maintenance Workers. There are no on-going supervisory duties.

EXAMPLES OF DUTIES

Duties may include, but are not limited to:

- Lead assignments consisting of leading and directing the work of field-based staff, training, troubleshooting, and prioritizing field resource deployment.
- Installs service connections and repairs water leaks; coordinates installation site with contractors to ensure best site is chosen; marks other utility lines (e.g., gas, electrical, sewer) to ensure safe installation; informs customer(s) that water is being turned off and on; places barricades, side and cones around work site to protect the work crew and public; directs traffic at installation site; reads water distribution system map regarding pipes sizes and the like; cuts asphalt and cement with cement saw; digs trench using hand and powers tools and equipment such as a backhoe; assists backhoe operator in pin-pointing other utilities in the ground and locating water lines; operates pneumatic “mole” for underground trenching; operates a variety of power tools such as compressor, jackhammer, and whacker; drives dump truck to remove excavated soil and to pick up backfill; installs water mains, pipes, meters, hydrants and hydrant heads; repairs leaks by installing new copper, repair coupling, full circles, angle stops and pieces of main line pipe as needed; repairs and replaces concrete and asphalt surfaces; completes service/installation reports. When assigned, serves as a crew leader on a task or assignment, such as a water installation, and performs the more difficult work such as backhoe operation.
- Reads and records amount of water consumption from water meters using a computer; searches computer data base to identify unread meters; inputs notes and problems concerning meters into handheld computer; reports unusual water usage and water loss;

Treatment/Distribution Op. (D)

Effective: July 8, 2025

Page 1 of 4

determines whether there is a leak and if the leak is the District's responsibility; identifies causes of high usage and works with customers to reduce usage; gives customers dye-tabs in order to identify leaks; refers customers to low-flow rebate program; cleans, changes, and installs risers on meters; uses hand and power tools to trim around meter boxes, fire hydrants and the like; delivers "late bill notices" to customers.

- Performs weekend and holiday treatment plant and pump station monitoring, inspection and operating duties on a regular, rotational basis on weekends and holidays and in the absence of the Lead Treatment Plant Operator. Such duties include recording and interpreting data from flow meters, strip chart recorders, data loggers and the like; calculates dosages and meters chemicals to be injected into the process, insures chemical pumps and lines are working correctly, conducts analytical tests to document and check chemical dosages, adjusts dosages to optimize efficiency, enters data into the computer for reporting purposes, enter actions into plant log book.
- Performs a variety of repair and maintenance tasks; repairs and maintains meters and meter boxes, tanks and hydrants; maintains grounds by pruning, planting, weeding, watering and replacing fences and gates; cleans and performs routine maintenance on automotive and field equipment; cleans and paints buildings, storage tanks and plant facilities; drains water and sludge tanks and uses high pressure water sprayer to clean filters and tanks; transports materials to pump stations and treatment plants; assists in performing preventive maintenance and repair work on pumping and treatment station equipment such as cleaning pumps, adjusting and replacing packing, greasing pumps, and assisting in pump and motor overhauls.
- Completes various routine inspection and monitoring tasks; inspects wells and storage tanks; takes water samples; finding and/or checking for backflow devices; data entry into excel and word software programs, records well levels, tank pressure and other readings; flushes and disinfects unused wells; exercises valves to ensure proper functioning; inspects pumps to ensure proper drawing of water; bleeds stagnant water from main lines.
- Completes or prepares service reports, meter reports, well reports and the like; picks up and delivers mail, agenda packets and notices; provides and receives information from other staff; answers inquires from the public; attends training, conferences and meetings; responds to emergency and after-hour calls as needed.
- Prepares well, meter and service reports. Attends staff meeting, training and other meetings. Responds to public inquires in person and by telephone.

MINIMUM QUALIFICATIONS

Any combination of experience and education that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities is:

Education and experience required to obtain the licenses specified below.

Knowledge of:

- Methods, equipment and materials used in water distribution and treatment operations.
- The capabilities, operation and maintenance of water treatment and pump station systems and facilities.
- Occupational hazards and safety practices and principles related to District water distribution and treatment operations.
- Correct water quality sampling protocol.
- Basic mathematics involved with water treatment and distribution.
- Rudimentary knowledge of cross connections and backflow devices.

Ability to:

- Exercise good judgment, keep calm and make appropriate decisions in emergency situations and under pressure.
- Apply laws and regulations to safe drinking water.
- Understand and follow oral and written instructions.
- Read and understand manuals, material data sheets, maps and the like.
- Perform mathematical calculations concerning water treatment dosages, volumes, and water flow
- Interact effectively with the public and other employees.
- Work cooperatively with others as part of a crew.
- Perform a variety of semi-skilled and skilled tasks in the maintenance of water transmission lines, equipment and facilities.
- Safely and effectively operate a variety of power equipment and tools used in water operations, including: cement saws, jackhammers, tampers, pneumatic “mole,” generators, chainsaws, dump truck, and backhoe.
- Safely and effectively operate pickup trucks and utility trucks.
- Operate computers, read meters, read gauges and make simple chemical tests.
- Ability to identify various types of backflow devices.

Physical Requirements:

- Lift and carry items weighing up to 80 pounds, such as a sack of cement.
- Perform tasks requiring strength, such as shoveling, lifting equipment onto trucks, and climbing over rough terrain.
- Perform tasks requiring manual dexterity, such as calibrating equipment, assembling tools and equipment, and pouring chemicals.
- Work in low light conditions, such as in access holes or tunnels or in trenches at night.
- Distinguish colors, such as those in color-coded wiring, chemical test guides and types of soil/backfill around different underground utilities.
- Hear and distinguish sounds, such as the voice of workers in noisy environments and the sounds of operating equipment.

License Requirements:

- Possession of a valid Class C California State operator's license, provided that employees must obtain a valid Class B license within six months of employment as a maintenance worker.
- Possession of a valid Grade 2 Water Treatment Certificate issued by the State of California.
- Possession of a valid Grade 2 Water Distribution Certificate issued by the State of California.

Special Working Conditions. Exposure to: variable temperature and weather conditions; confined work spaces, such as being lowered into and performing work in access holes; heights, such as on ladders and storage tanks; high levels of noise; electrical hazards; dust; the possibility of experiencing burns, bodily injury and contact with toxic substances or chemical irritants; working alone in isolated areas. Availability to work irregular hours, including responding to twenty-four hour emergency calls.

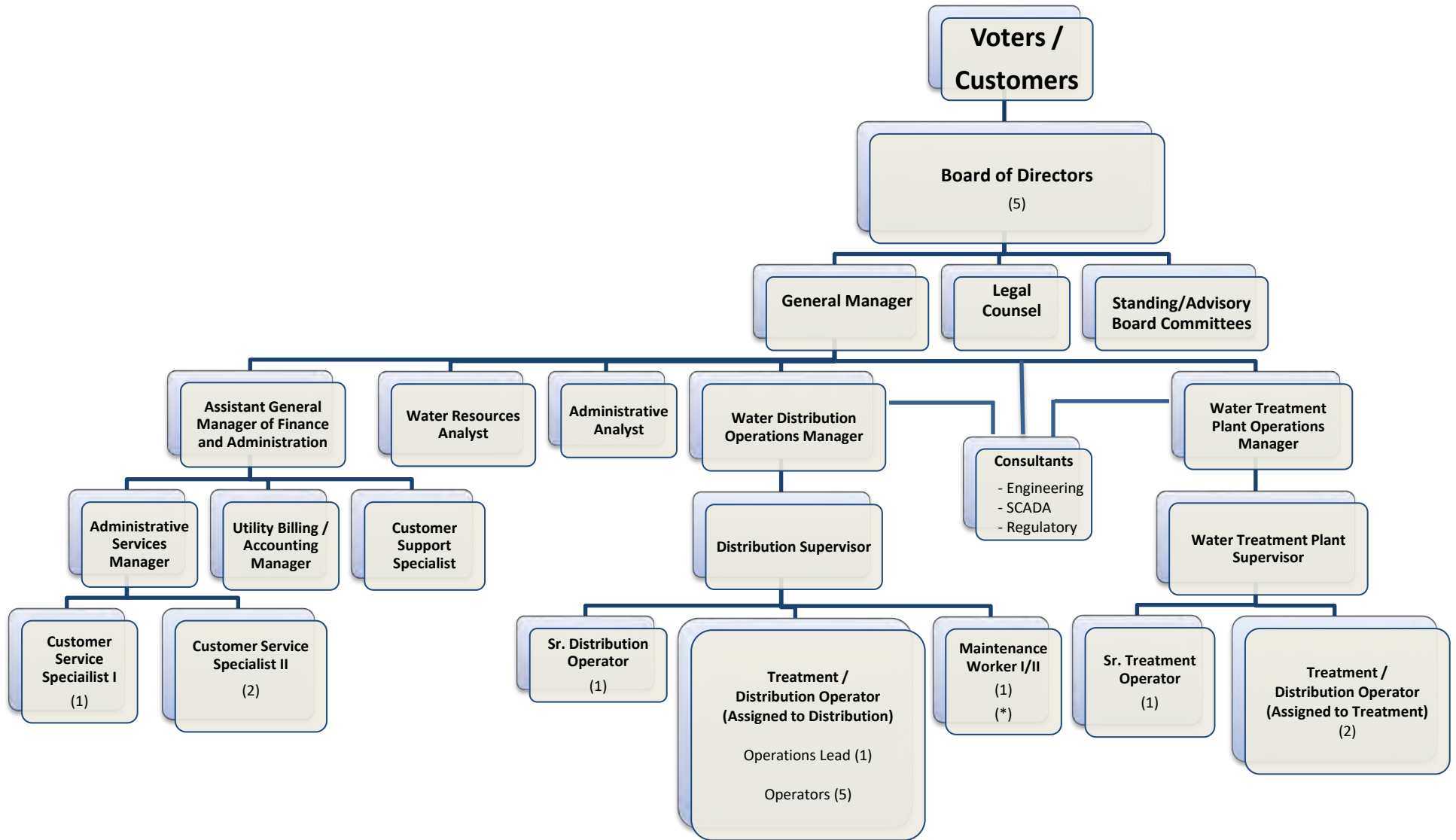
This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Each incumbent does not necessarily perform all duties.

This is a new classification



**COASTSIDE COUNTY WATER DISTRICT
ORGANIZATION CHART**
Updated: July 8, 2025

DRAFT



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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: Consider Approval of Resolution No. 2025-05 Amending Conflict-of-Interest Code

Recommendation/Motion:

Adopt Resolution No. 2025-05, A Resolution of the Board of Directors of the Coastside County Water District Amending its Conflict-of-Interest Code

Background:

Under the Political Reform Act, the District is required to review its Conflict-of-Interest Code biennially to determine if it is accurate or, alternatively, if it must be amended. The District's Legal Counsel reviewed the applicable laws and regulations in July 2024 and determined that there have been no changes to the law that require revising the District's Conflict-of-Interest Code. However, since the last biennial review, the District modified its organizational structure to remove the Superintendent of Operations position and add a Water Treatment Operations Manager and Water Distribution Operations Manager. According to the Fair Political Practices Commission (FPPC), "Positions that advise or make recommendations to the decision-maker by conducting research or investigation, preparing or presenting a report, analysis or opinion that requires the exercise of judgment on the part of the employee" must be listed on an agency's Conflict-of-Interest code as designated positions. The Water Treatment Operations Manager and Water Distribution Operations Manager advise and make recommendations to decision-makers, and therefore, the Conflict-of-Interest Code must be revised to include the Water Treatment Operations Manager and Water Distribution Operations Manager as designated positions.

The District's Conflict-of-Interest Code was last amended by Resolution 2014-07 in October 2014. Upon adoption of the attached Resolution 2025-05 by the Board, staff will submit the District's amended Conflict-of-Interest Code to the San Mateo County Clerk, as required.

RESOLUTION NO. 2025-05
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
AMENDING ITS CONFLICT OF INTEREST CODE

WHEREAS, California Government Code Section 87306.5 requires that the District review its Conflict of Interest Code and revise it if necessary; and

WHEREAS, Coastside County Water District last updated its Conflict of Interest Code in compliance with the Political Reform Act at a regular meeting held on October 14, 2014, by and through Resolution No. 2014-07; and

WHEREAS, the Attorney and General Manager have reviewed the current Conflict of Interest Code and have determined that the Code should be revised to update the list of designated filers to remove the Superintendent position and include the new Water Treatment Operations Manager and Water Distribution Operations Manager positions; and

WHEREAS, the Attorney and General Manager recommend amending the Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District, that the amended Conflict of Interest Code is hereby adopted, in the form attached hereto and presented to the Board of Directors; and

BE IT FURTHER RESOLVED that the General Manager is directed to transmit the amended Conflict of Interest Code to the County of San Mateo for its review and approval.

PASSED AND ADOPTED this 8th day of July, 2025, by the following vote:

AYES:

NOES:

ABSENT:

Glenn Reynolds, President
Board of Directors

Mary Rogren, Secretary of the Board

**CONFLICT-OF-INTEREST CODE
COASTSIDE COUNTY WATER DISTRICT**

**Amended on the 8th day of July, 2025
by Resolution No. 2025-05**

**CONFLICT-OF-INTEREST CODE
COASTSIDE COUNTY WATER DISTRICT**

The Political Reform Act, Government Code Sections 81000 et seq., requires state and local government agencies to adopt and promulgate Conflict-of-Interest Codes. The California Fair Political Practices Commission has adopted a regulation which contains the terms of a standard Conflict-of-Interest Code. This regulation is codified at Title 2 California Code of Regulations Section 18730. This regulation may be incorporated by reference by local agencies. After public notice and hearing, the regulation may be amended by the Fair Political Practices Commission to conform to future amendments to the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference. This regulation and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the Coastside County Water District (District or Coastside CWD).

Individuals holding designated positions shall file Statements of Economic Interest with the Secretary of the District, which shall make and retain a copy and forward the originals to the County Assessor-Clerk-Recorder, which shall be the filing officer.

APPENDIX

DESIGNATED EMPLOYEES AND DISCLOSURE CATEGORIES FOR THE COASTSIDE COUNTY WATER DISTRICT CONFLICT-OF-INTEREST CODE

<u>Designated Positions*</u>	<u>Disclosure Category</u>
Assistant General Manager	1, 2
Superintendent	1, 2
<u>Water Treatment Operations Manager</u>	<u>1, 2</u>
<u>Water Distribution Operations Manager</u>	<u>1, 2</u>
District Engineer	1, 2
Attorney	1, 2
Water Resource Analyst	1, 2
Consultants/New Positions**	1, 2

* The following positions are not covered by the Conflict-Of-Interest Code because they must file a Statement of Economic Interest pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members, Board of Directors

General Manager

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

** Consultants and new positions shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict-of-Interest Code.

APPENDIX B:

DISCLOSURE CATEGORIES

Category 1.

Designated positions assigned to this category shall report:

All interests in real property located in whole or in part within the Coastside CWD service area or within two miles of the Coastside CWD service area.

Category 2.

Designated positions assigned to this category shall report:

All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Coastside CWD.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report

Date: July 3, 2025

Agenda Title: Consider Approval of Resolution No. 2025-06 Establishing Appropriations Limit Applicable to District During Fiscal Year 2025/2026

Recommendation/Motion:

Approve Resolution No. 2025-06 establishing appropriations limit applicable to District during Fiscal Year 2025/2026.

Background:

Article XIII B of the California Constitution, and its implementing legislation, requires each local agency to review the “appropriations limit” applicable to it annually. The “appropriations limit” is the maximum amount of “proceeds of taxes” which the District can appropriate during the fiscal year. Last year, the Board of Directors adopted the appropriations limit applicable during FY 2024/2025. The District has obtained data from the State Department of Finance concerning inflation and population changes from which the limit for the upcoming fiscal year has been calculated. The calculations are shown on the following page.

Fiscal Impact:

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

RESOLUTION NO. 2025-06

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
ESTABLISHING THE APPROPRIATIONS LIMIT
APPLICABLE TO THE DISTRICT DURING FISCAL YEAR 2025-2026**

WHEREAS, by Resolution No. 2024-04, the Board of Directors established the appropriations limit applicable to the District during Fiscal Year 2024-2025 as \$8,064,689; and

WHEREAS, Article XIIB of the California Constitution and Sections 7902(b) and 7910 of the Government Code require that each local agency subject thereto establish by resolution the appropriations limit applicable during Fiscal Year 2025-2026 by applying specific factors, as issued by the California Department of Finance reflecting changes in population and per capita personal income to the Fiscal Year 2024-2025 appropriations limit; and

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

WHEREAS, the specific factors are as follows: (1) the change in the California per capita personal income was 6.44%, and (2) the applicable change in population from January 1, 2024 to January 1, 2025 was 0.07%.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastsides County Water District that the appropriations limit for the Coastsides County Water District for Fiscal Year 2025-2026 is \$8,590,064.

PASSED AND ADOPTED this 8th day of July 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 Board of Directors

COASTSIDE COUNTY WATER DISTRICT

NOTICE OF DETERMINATION OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2025-2026

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

Set out below is the methodology proposed to be used to calculate the Fiscal Year 2025-2026 appropriations limit for the District. The limit as set forth below will be considered and adopted at the meeting of the Board of Directors on July 8, 2025.

1. Appropriations limit for Fiscal Year 2024-2025	\$8,064,689
2. Population change (January 1, 2024-January 1, 2025)	0.07%
3. Change in California per capita personal income Fiscal Year 2024-2025	6.44%
4. Fiscal Year 2024-2025 adjustment factor (1.0644 x 1.0007)	1.06514508
5. Fiscal Year 2025-2026 appropriations limit (\$8,064,689 x 1.06514508)	\$8,590,064

Dated: June 13, 2025

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

Report Date: July 3, 2025

Agenda Title: Rescheduling of the November 11, 2025 Coastside County Water District Regular Board of Directors Meeting in Recognition of the Veterans Day Holiday

Recommendation/Motion:

Approve to reschedule the November 11, 2025, Coastside County Water District Regular Board of Directors Meeting to Wednesday, November 12, 2025 in recognition of the Veterans Day holiday

Background:

The Coastside County Water District Board of Directors meetings have been established by Resolution 2006-21 setting the regular monthly meeting date on the second Tuesday of every month. This year, the regular November Board of Directors Meeting falls on the Veterans Day holiday, Tuesday November 11. Staff proposes that this meeting be rescheduled to Wednesday, November 12 in recognition of the observance of the Veterans' Day holiday and to give the Board an opportunity to conduct business for the District for the month of November.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: July 8, 2025

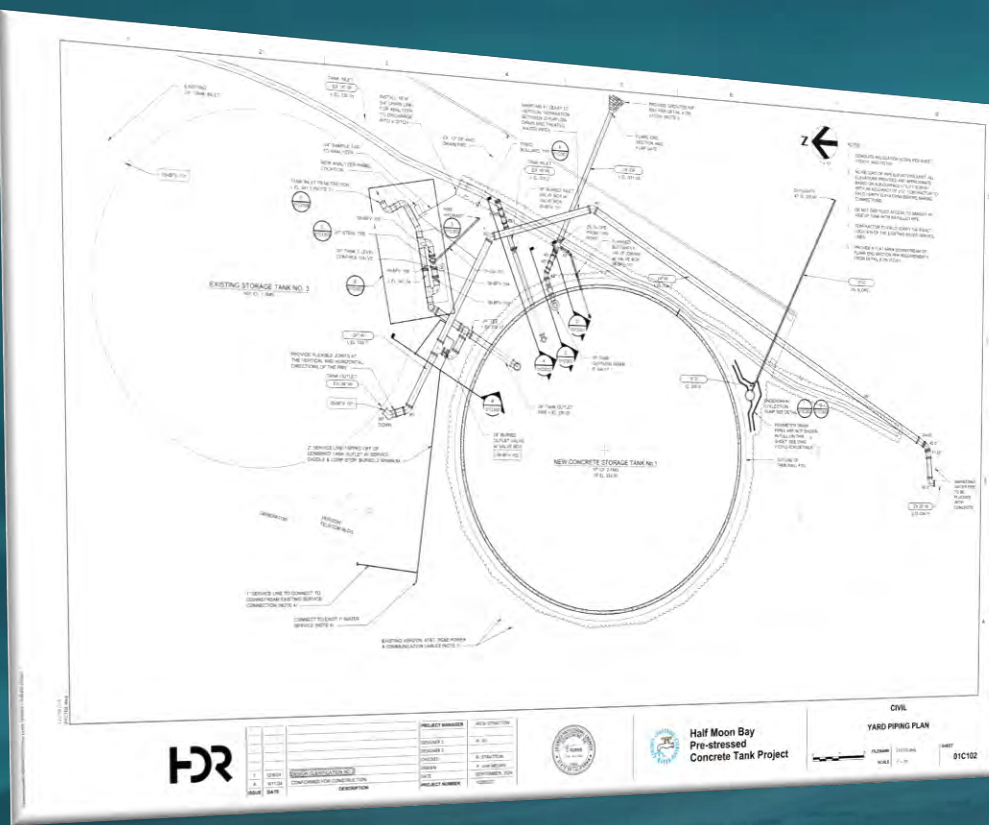
Report Date: July 3, 2025

Agenda Title: Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #9

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 ninth 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.



Coastsides County Water District Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project July 08, 2025 Board Meeting

Contract Data as of Board Meeting Date

Contract Data as of Meeting Date:

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	480	Base Contract	\$10,968,951.00
<i>Approved Change Order Days Added</i>	12	Approved Change Order Added	(\$66,492.06)
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	(0.61%)
Total Contract Duration ¹	492	Total Contract Approved	\$10,902,458.94
Elapsed (Start Date 1/21/2025)	168	Billed to Date ²	\$2,182,436.36
Remaining Days	324	Remaining Value	\$8,720,022.58

¹ All project work shall be substantially complete within 450 calendar days from the effective Notice to Proceed.

² 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 #9

Progress since Previous Board Meeting:

- Trenching for Pipe Encasements.
- Installation of Inlet, Outlet & Drainage Pipes.
- Installation of Waterstops.
- Concrete pour for Drainage Pipe Encasement.
- Concrete Pour #1: 6" Drain Pipe and 16" Inlet Pipe Encasement.
- Installation of 30 Mil PVC Liner within Tank Footprint.
- Millwork for Forms.
- Delivery of Wall Forms and Equipment.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

Construction Progress Update #9

Three-Week Look Ahead Schedule:

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

- Installation of remaining 30 mil PVC Liner.
- Placing remaining Class II Aggregate Base, Compact and Finish Subgrade.
- Compaction Testing of Subgrade Material.
- Installation of Rebar for Tank Footing.
- Inspection of Rebar Placement.
- Preparation of Formwork for Tank Floor.
- Preparation of Tank Site for Concrete Slab Pour.
- Concrete Testing and Inspection for Tank Floor.
- Pour Concrete Slab for Tank Floor.

Overall Project Schedule:

- Anticipated completion in May 2026.



Construction Photos



Construction Photos

MONTHLY REPORT

To: Mary Rogren, General Manager

From: Sean Donovan, Water Treatment Operations Manager
Darin Sturdivan, Water Distribution Operations Manager
Todd Schmidt, Water Treatment Supervisor
Dustin Jahns, Distribution Supervisor

Agenda: July 8 2025

Report

Date: July 3, 2025

Monthly Highlights

- DN Tank site work coordination continued in anticipation of floor pour/installation in early July.
- Denniston WTP was online the entire month.
- Flow meter calibrations were completed at Nunes and Denniston Water Treatments Plants.
- Mowing at Nunes WTP.
- Painting and labeling of interior piping at Nunes WTP.
- Replacement of washwater return pipe complete at Nunes.
- Denniston Raw Water Pump removed and replaced, pump to be rebuilt for spare.
- Annual draining/cleaning of Nunes flocculation basin.
- Highway 92 construction is 90% complete. All the directional drilling has been completed. Final connection is remaining. Completion planned for early July.
- Seymour St Pipeline Extension 80% complete.
- Final draft of the District's Cross-Control Program and Plan was sent to Water Resource Control Board on June 27, 2025.
- ESRI/Cityworks upgrade is in final testing.
- Updated Standard Details and Specifications with EKI and posted on website.
- Continued work with EKI and ESA on Pilarcitos Slide Repairs.
- Todd Schmidt attended a leadership training course.
- Darin, Mike, and Carson attended Cross-Connection Control Specialist Class. All passed the state exam and are awaiting certification.

June Sources: Pilarcitos Reservoir, Denniston, Crystal Springs

Main leaks/service leaks: None.

Hydrant upgrades: changed out (2) hydrants.

Projects

- EKI Environment and Water, Inc.

STAFF REPORT

Agenda: July 8, 2025

Subject: Operations Report

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- 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 finalizing plans on San Vicente Pipeline Project.
- HDR, Inc.
 - HDR continued work on DN Tank submittals and plan modifications and coordination of subcontractors.

Nunes WTP Interior Painting:



STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: July 8, 2024
Report: July 3, 2025
Subject: Water Resources Informational Report

State of California

Consumer Confidence Reports (CCR) must conform with the California Code of Regulations [Title 22, Chapter 15, Article 20] and law [California Health and Safety Code, HSC, section 116470].
https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/Lawbook.html

Safe Drinking Water Act

In 1996, Congress amended the Safe Drinking Water Act, adding a requirement that water systems deliver to their customers a brief annual water quality report.

2024 Consumer Confidence Report (CCR) Annual Water Quality Report

The drinking water delivered to customers met all U.S. EPA and California drinking water health standards in calendar year 2024.

The CCR was posted on the District's website on June 16th and can be found under the "Your Water" drop-down menu.
<http://www.coastsidewater.org/water-quality.html>

The District mailed a postcard to customers with a direct link to the CCR on the District's website. The postcard for the 2024 CCR was delivered to customers on June 25, 2025.

English: www.coastsidewater.org/wqr
Spanish: www.coastsidewater.org/wqr-spa

The District sent an electronic newsletter on June 30th advertising the availability of the CCR.

There are eight basic requirements included in the CCR:

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

In addition to water quality data, the CCR contains information on how to contact the District, Board of Directors meetings, water conservation, capital improvements, and WaterSmart. The District strives to make a professional report that is easy to read.

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

- ✓ Is there fluoride in my water?
- ✓ Do you use chloramines for disinfection?
- ✓ What is the hardness of my drinking water?

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



Annual Water Supply and Demand Assessment (AWSDA) Report

Staff submitted the District's AWSDA Report through the state's WUE portal to the California Department of Water Resources on June 12, 2025. The report is also referred to as the Annual Water Shortage Assessment Report. The District reported that all water supplies are normal with no expected water shortage for Fiscal Year 2025-2026.