

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, August 13, 2024 - 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/u/kb6E8hiiR>

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

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

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to

accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

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

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

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

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

*At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes. Members of the public attending in-person must complete and submit a speaker slip. Members of the public attending via Zoom must first "raise hand" and the Moderator will "ask to unmute". The President of the Board will recognize each speaker, at which time the speaker can provide their comments to the Board.*

4) **CONSENT CALENDAR**

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

- A. Approval of disbursements for the month ending July 31, 2024:  
Claims: \$ 2,425,837.27; Payroll: \$ 244,794.18 for a total of \$ 2,670,631.45 ([attachment](#))  
*July 2024 Monthly Financial Claims reviewed and approved by Director Coverdell*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of July 9, 2024 Special Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of July 9, 2024, Regular Board of Directors Meeting ([attachment](#))

- E. Approval of Minutes of July 31, 2024, Special Board of Directors Meeting ([attachment](#))
- F. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- G. Total CCWD Production Report ([attachment](#))
- H. CCWD Monthly Sales by Category Report - July 2024 ([attachment](#))
- I. Leak/Flushing Report - July 2024 ([attachment](#))
- J. Monthly Rainfall Reports ([attachment](#))
- K. SFPUC Hydrological Conditions Report - June 2024 and July 2024 ([attachment](#))
- L. Notice of Completion - Nunes Water Treatment Plant Upgrades Project ([attachment](#))
- M. Notice of Completion - Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project ([attachment](#))

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

**6) GENERAL BUSINESS**

- A. Schedule a Public Hearing on Proposed Rate Adjustments and Authorize the Issuance of a Notice of Public Hearing for Proposed Rate Increases effective January 20, 2025, January 19, 2026, and January 18, 2027 ([attachment](#))
- B. Award of Contract for Engineering Services During Construction to HDR Engineering, Inc. for the Carter Hill Prestressed Concrete DN Tank and Seismic Upgrades Project ([attachment](#))
- C. Award of Contract to Andreini Bros., Inc. for the Nunes Treatment Plant Paving Project ([attachment](#))
- D. Purchase of Hydrants from Underground Republic Water Works, Inc. ([attachment](#))
- E. Waive the District's Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Purchase Earthquake Expansion Joints for Crystal Spring Pump Station ([attachment](#))
- F. Consider Resolution 2024-05 of the Coastside County Water District Expressing Intent to Reimburse Project Expenditures From Tax-Exempt Financing ([attachment](#))
- G. Approval of an Amended Salary Schedule for Fiscal Year 2024-2025 ([attachment](#))

**7) MONTHLY INFORMATIONAL REPORTS**

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

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

**9) CLOSED SESSION**

- A) Conference with Real Property Negotiators  
Pursuant to California Government Code Section 54956.8

1. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056 341 -180, 190, 200, 210, 230, 056-331-110, 056-331-120 and 130]  
Agency Negotiators: Mary Rogren, General Manager  
Negotiating Parties: Mary Alice Cozzolino, Surviving Co-Trustees of the James and Alice Cozzolino 1998 Family Trust  
Under Negotiation: Price and Terms of Payment
  
2. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056-341-220]  
Agency Negotiators: Mary Rogren, General Manager  
Negotiating Parties: James Salvatore Cozzolino, a married man, as his sole and separate property, and Linda Jean Cozzolino, a single woman, as tenants-in-common  
Under Negotiation: Price and Terms of Payment

**10) RECONVENE TO OPEN SESSION**

Public Report of closed session action.

**11) ADJOURNMENT**

**COASTSIDE COUNTY WATER DISTRICT  
CLAIMS FOR JULY 2024**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
07/02/2024	33904	GLENNA LOMBARDI	\$	86.00
07/09/2024	33905	HEALTH BENEFITS ACWA-JPIA	\$	44,007.54
07/09/2024	33906	SEAN DONOVAN	\$	500.00
07/09/2024	33907	SAN MATEO COUNTY	\$	11,880.00
07/09/2024	33908	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	520,784.18
07/09/2024	33909	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	278,126.96
07/09/2024	33910	U.S. BANK GLOBAL CORP TRUST SERVICES	\$	242,657.22
07/12/2024	33911	ADP, INC.	\$	1,160.35
07/12/2024	33912	AMAZON CAPITAL SERVICES, INC.	\$	306.76
07/12/2024	33913	BADGER METER, INC.	\$	66.00
07/12/2024	33914	BAY ALARM COMPANY	\$	3,625.00
07/12/2024	33915	CALCON SYSTEMS, INC.	\$	2,478.76
07/12/2024	33916	BRANDON WRIGHT	\$	2,600.00
07/12/2024	33917	DOANE AND HARTWIG WATER SYSTEMS, INC.	\$	1,689.14
07/12/2024	33918	KELLY HOFFMAN-DAVIS	\$	765.03
07/12/2024	33919	IRON MOUNTAIN	\$	140.68
07/12/2024	33920	IRVINE CONSULTING SERVICES, INC.	\$	596.25
07/12/2024	33921	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,192.81
07/12/2024	33922	NORTH AMERICAN FENCE & RAILING	\$	3,254.20
07/12/2024	33923	PACIFIC GAS & ELECTRIC CO.	\$	48,594.05
07/12/2024	33924	PACIFIC GAS & ELECTRIC CO.	\$	95.17
07/12/2024	33925	PAULO'S AUTO CARE	\$	118.56
07/12/2024	33926	RAVEN ENVIRONMENTAL PRODUCTS INC	\$	307.98
07/12/2024	33927	REPUBLIC SERVICES	\$	636.37
07/12/2024	33928	ROGUE WEB WORKS, LLC	\$	821.75
07/12/2024	33929	SAN MATEO CTY PUBLIC HEALTH LAB	\$	916.00
07/12/2024	33930	SMDJ LLC	\$	1,152.00
07/12/2024	33931	SCAPES, INC	\$	380.00
07/12/2024	33932	TRI COUNTIES BANK	\$	8,484.98
07/12/2024	33933	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	3,331.37
07/12/2024	33934	UPS STORE	\$	553.99
07/12/2024	33935	VERIZON CONNECT INC.	\$	298.20
07/12/2024	33936	WATER RESOURCES ECONOMICS	\$	5,300.00
07/16/2024	33937	AMAZON CAPITAL SERVICES, INC.	\$	461.26
07/16/2024	33938	BAY ALARM COMPANY	\$	145.53
07/16/2024	33939	JAMES COZZOLINO, TRUSTEE	\$	275.00
07/16/2024	33940	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	1,108.98
07/16/2024	33941	GRAINGER, INC.	\$	303.46
07/16/2024	33942	HACH CO., INC.	\$	189.24
07/16/2024	33943	HUE & CRY, INC.	\$	12.00
07/16/2024	33944	IRON MOUNTAIN	\$	759.48
07/16/2024	33945	IRVINE CONSULTING SERVICES, INC.	\$	4,065.94
07/16/2024	33946	STANDARD INSURANCE COMPANY	\$	596.75
07/16/2024	33947	TOTAL COMPENSATION SYSTEMS, INC	\$	1,710.00
07/16/2024	33948	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	1,674.10
07/19/2024	33949	AMAZON CAPITAL SERVICES, INC.	\$	14.21
07/19/2024	33950	ASSOC. CALIF. WATER AGENCY	\$	11,975.46
07/19/2024	33951	AT&T MOBILTY	\$	126.72
07/19/2024	33952	AT&T	\$	551.69
07/19/2024	33953	BFI OF CALIFORNIA, INC.	\$	863.29
07/19/2024	33954	BORGES & MAHONEY, INC.	\$	2,258.12
07/19/2024	33955	CECIL & CECIL ENTERPRISES, INC	\$	9,837.69
07/19/2024	33956	DATAPROSE, LLC	\$	550.00
07/19/2024	33957	EKI INC.	\$	21,411.32
07/19/2024	33958	GEO BLUE CONSULTING, INC.	\$	5,254.12

07/19/2024	33959	HARO, KASUNICH & ASSOCIATES, INC	\$	11,606.40
07/19/2024	33960	HDR ENGINEERING, INC	\$	33,069.94
07/19/2024	33961	HYDROSCIENCE ENGINEERS, INC.	\$	10,854.29
07/19/2024	33962	ELZA LEFEVRE	\$	2,070.00
07/19/2024	33963	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	592.00
07/19/2024	33964	SAN FRANCISCO WATER DEPT.	\$	318,476.90
07/19/2024	33965	SCAPES, INC	\$	1,073.00
07/19/2024	33966	TYLER TECHNOLOGIES, INC	\$	11,331.70
07/19/2024	33967	JUAN CARLOS SALAZAR	\$	2,640.00
07/19/2024	33968	AMAZON CAPITAL SERVICES, INC.	\$	26.10
07/19/2024	33969	TPX COMMUNICATIONS	\$	2,031.95
07/24/2024	33970	ACWA/JPIA	\$	4,020.47
07/24/2024	33971	BAY AREA WATER SUPPLY &	\$	11,678.00
07/24/2024	33972	BAY ALARM COMPANY	\$	289.68
07/24/2024	33973	CITY OF HALF MOON BAY	\$	58.00
07/24/2024	33974	PRINCETON WELDING , INC.	\$	930.00
07/24/2024	33975	SM CTY ENVIRONMENTAL HEALTH	\$	2,571.00
07/24/2024	33976	STANDARD INSURANCE COMPANY	\$	606.10
07/24/2024	33977	TEAMSTERS LOCAL UNION #856	\$	1,757.00
07/24/2024	33978	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	1,991.72
07/24/2024	33979	USC FOUNDATION OFFICE	\$	382.75
07/25/2024	33980	BARTKIEWICZ, KRONICK & SHANAHAN	\$	660.00
07/25/2024	33981	CALCON SYSTEMS, INC.	\$	6,150.00
07/25/2024	33982	D2 ENVIRONMENTAL, LLC	\$	5,940.00
07/25/2024	33983	FREYER & LAURETA, INC.	\$	1,960.00
07/25/2024	33984	PACIFICA COMMUNITY TV	\$	300.00
07/25/2024	33985	JOE POLATI	\$	1,409.05
07/25/2024	33986	SIMMS PLUMBING & WATER EQUIP, INC.	\$	190.00
07/30/2024	33987	STARCREEK LAND STEWARDS	\$	1,180.63
07/30/2024	33988	GOLDEN BAY CONSTRUCTION, INC.	\$	4,449.26
07/30/2024	33989	SARAH LAWRENCE	\$	39.34
07/30/2024	33990	CARL LEMON	\$	81.41
07/31/2024	33991	AMAZON CAPITAL SERVICES, INC.	\$	170.50
07/31/2024	33992	ANDREINI BROS. INC.	\$	5,509.59
07/31/2024	33993	BADGER METER, INC.	\$	66.00
07/31/2024	33994	BAY ALARM COMPANY	\$	2,133.06
07/31/2024	33995	BIG VALLEY DIVERS, INC.	\$	26,806.00
07/31/2024	33996	CALCON SYSTEMS, INC.	\$	328.13
07/31/2024	33997	C.H. BULL CO.	\$	586.64
07/31/2024	33998	PETTY CASH	\$	183.31
07/31/2024	33999	CASTANEDA & PEREZ INC	\$	1,012.16
07/31/2024	34000	FIDELITY NATIONAL TITLE	\$	2,560.00
07/31/2024	34001	GRAINGER, INC.	\$	1,457.62
07/31/2024	34002	HACH CO., INC.	\$	395.20
07/31/2024	34003	HMB BLDG. & GARDEN INC.	\$	312.40
07/31/2024	34004	IRON MOUNTAIN	\$	899.64
07/31/2024	34005	IRVINE CONSULTING SERVICES, INC.	\$	4,934.22
07/31/2024	34006	GLENNA LOMBARDI	\$	86.00
07/31/2024	34007	MISSION UNIFORM SERVICES INC.	\$	145.12
07/31/2024	34008	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	454.00
07/31/2024	34009	MTA PARTS, INC.	\$	68.98
07/31/2024	34010	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	123.00
07/31/2024	34011	PRINCETON WELDING , INC.	\$	310.00
07/31/2024	34012	UBEO WEST, LLC	\$	1,013.91
07/31/2024	34013	ROGUE WEB WORKS, LLC	\$	1,812.60
07/31/2024	34014	COUNTY OF SAN MATEO	\$	13,531.45
07/31/2024	34015	SCHWAAB STAMPS INC.	\$	142.49
07/31/2024	34016	SOUTH SAN FRANCISCO TIRE SERVICE	\$	6,386.31
07/31/2024	34017	DARIN STURDIVAN	\$	180.00
07/31/2024	34018	JAMES TETER	\$	480.00





Coastside County Water District

# Monthly Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 07/31/2024

	July Budget	July Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	1,349,000.00	1,330,154.26	-18,845.74	-1.40%	1,349,000.00	1,330,154.26	-18,845.74	-1.40%	13,684,409.00
	<b>Total RevType: 1 - Operating:</b>	<b>1,349,000.00</b>	<b>1,330,154.26</b>	<b>-18,845.74</b>	<b>-1.40%</b>	<b>1,349,000.00</b>	<b>1,330,154.26</b>	<b>-18,845.74</b>	<b>-1.40%</b>	<b>13,684,409.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	6,000.00	8,970.17	2,970.17	49.50%	6,000.00	8,970.17	2,970.17	49.50%	52,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	8,400.00	10,127.34	1,727.34	20.56%	8,400.00	10,127.34	1,727.34	20.56%	100,000.00
<a href="#">1-4230-00</a>	Service Connections	1,300.00	1,569.73	269.73	20.75%	1,300.00	1,569.73	269.73	20.75%	15,000.00
<a href="#">1-4920-00</a>	Interest Earned	36,000.00	40,009.36	4,009.36	11.14%	36,000.00	40,009.36	4,009.36	11.14%	300,000.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,092,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	400.00	0.00	-400.00	-100.00%	400.00	0.00	-400.00	-100.00%	5,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	16,900.00	18,907.45	2,007.45	11.88%	16,900.00	18,907.45	2,007.45	11.88%	203,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	600,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>69,000.00</b>	<b>79,584.05</b>	<b>10,584.05</b>	<b>15.34%</b>	<b>69,000.00</b>	<b>79,584.05</b>	<b>10,584.05</b>	<b>15.34%</b>	<b>2,367,000.00</b>
	<b>Total Revenue:</b>	<b>1,418,000.00</b>	<b>1,409,738.31</b>	<b>-8,261.69</b>	<b>-0.58%</b>	<b>1,418,000.00</b>	<b>1,409,738.31</b>	<b>-8,261.69</b>	<b>-0.58%</b>	<b>16,051,409.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	313,231.00	357,447.92	-44,216.92	-14.12%	313,231.00	357,447.92	-44,216.92	-14.12%	2,587,024.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	5,000.00	5,724.21	-724.21	-14.48%	5,000.00	5,724.21	-724.21	-14.48%	65,550.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	60,000.00	44,341.49	15,658.51	26.10%	60,000.00	44,341.49	15,658.51	26.10%	500,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	2,500.00	3,266.85	-766.85	-30.67%	2,500.00	3,266.85	-766.85	-30.67%	31,050.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	1,500.00	1,533.79	-33.79	-2.25%	1,500.00	1,533.79	-33.79	-2.25%	79,350.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	10,000.00	11,481.42	-1,481.42	-14.81%	10,000.00	11,481.42	-1,481.42	-14.81%	102,350.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	1,000.00	473.66	526.34	52.63%	1,000.00	473.66	526.34	52.63%	13,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	4,000.00	3,831.60	168.40	4.21%	4,000.00	3,831.60	168.40	4.21%	45,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	9,000.00	6,638.11	2,361.89	26.24%	9,000.00	6,638.11	2,361.89	26.24%	109,000.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	11,000.00	9,414.30	1,585.70	14.42%	11,000.00	9,414.30	1,585.70	14.42%	135,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	7,000.00	1,289.68	5,710.32	81.58%	7,000.00	1,289.68	5,710.32	81.58%	78,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	14,000.00	3,284.50	10,715.50	76.54%	14,000.00	3,284.50	10,715.50	76.54%	165,000.00
<a href="#">1-5250-00</a>	Laboratory Expenses	7,000.00	4,799.11	2,200.89	31.44%	7,000.00	4,799.11	2,200.89	31.44%	81,000.00
<a href="#">1-5260-00</a>	Maintenance - General	35,000.00	39,107.02	-4,107.02	-11.73%	35,000.00	39,107.02	-4,107.02	-11.73%	421,000.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	50,000.00
<a href="#">1-5263-00</a>	Uniforms	3,700.00	0.00	3,700.00	100.00%	3,700.00	0.00	3,700.00	100.00%	14,700.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	5,000.00	4,510.00	490.00	9.80%	5,000.00	4,510.00	490.00	9.80%	160,000.00
<a href="#">1-5321-00</a>	Water Resources	1,600.00	161.57	1,438.43	89.90%	1,600.00	161.57	1,438.43	89.90%	20,000.00



Monthly Budget Report

For Fiscal: 2024-2025 Period Ending: 07/31/2024

		July	July	Variance	Percent	YTD	YTD	Variance	Percent	Total Budget
		Budget	Activity	Favorable (Unfavorable)	Variance	Budget	Activity	Favorable (Unfavorable)	Variance	
1-5322-00	Community Outreach	3,000.00	0.00	3,000.00	100.00%	3,000.00	0.00	3,000.00	100.00%	68,000.00
1-5381-00	Legal	9,700.00	9,700.00	0.00	0.00%	9,700.00	9,700.00	0.00	0.00%	116,000.00
1-5382-00	Engineering	7,500.00	6,235.92	1,264.08	16.85%	7,500.00	6,235.92	1,264.08	16.85%	90,000.00
1-5383-00	Financial Services	5,000.00	0.00	5,000.00	100.00%	5,000.00	0.00	5,000.00	100.00%	24,150.00
1-5384-00	Computer Services	31,000.00	31,940.65	-940.65	-3.03%	31,000.00	31,940.65	-940.65	-3.03%	375,000.00
1-5410-00	Salaries/Wages-Administration	129,084.00	131,869.41	-2,785.41	-2.16%	129,084.00	131,869.41	-2,785.41	-2.16%	1,459,211.00
1-5411-00	Salaries & Wages - Field	185,192.00	195,300.62	-10,108.62	-5.46%	185,192.00	195,300.62	-10,108.62	-5.46%	2,093,480.00
1-5420-00	Payroll Tax Expense	22,505.00	25,036.49	-2,531.49	-11.25%	22,505.00	25,036.49	-2,531.49	-11.25%	254,404.00
1-5435-00	Employee Medical Insurance	40,375.00	40,171.43	203.57	0.50%	40,375.00	40,171.43	203.57	0.50%	520,835.00
1-5436-00	Retiree Medical Insurance	4,840.00	4,798.51	41.49	0.86%	4,840.00	4,798.51	41.49	0.86%	62,407.00
1-5440-00	Employees Retirement Plan	58,985.00	65,144.51	-6,159.51	-10.44%	58,985.00	65,144.51	-6,159.51	-10.44%	707,803.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	38,016.00
1-5510-00	Motor Vehicle Expense	7,700.00	7,194.53	505.47	6.56%	7,700.00	7,194.53	505.47	6.56%	95,000.00
1-5620-00	Office & Billing Expenses	33,500.00	26,285.74	7,214.26	21.54%	33,500.00	26,285.74	7,214.26	21.54%	418,000.00
1-5625-00	Meetings / Training / Seminars	4,400.00	33.47	4,366.53	99.24%	4,400.00	33.47	4,366.53	99.24%	52,300.00
1-5630-00	Insurance	16,200.00	17,024.79	-824.79	-5.09%	16,200.00	17,024.79	-824.79	-5.09%	209,000.00
1-5687-00	Membership, Dues, Subscript.	18,333.00	16,403.02	1,929.98	10.53%	18,333.00	16,403.02	1,929.98	10.53%	125,000.00
1-5688-00	Election Expenses	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	30,000.00
1-5689-00	Labor Relations	500.00	0.00	500.00	100.00%	500.00	0.00	500.00	100.00%	6,000.00
1-5700-00	San Mateo County Fees	2,750.00	3,561.00	-811.00	-29.49%	2,750.00	3,561.00	-811.00	-29.49%	33,000.00
1-5705-00	State Fees	0.00	639.31	-639.31	0.00%	0.00	639.31	-639.31	0.00%	50,600.00
	<b>Total ExpType: 1 - Operating:</b>	<b>1,071,095.00</b>	<b>1,078,644.63</b>	<b>-7,549.63</b>	<b>-0.70%</b>	<b>1,071,095.00</b>	<b>1,078,644.63</b>	<b>-7,549.63</b>	<b>-0.70%</b>	<b>11,485,230.00</b>
	<b>ExpType: 4 - Capital Related</b>									
1-5715-00	Debt Service/CIEDB 11-099	278,127.00	278,126.96	0.04	0.00%	278,127.00	278,126.96	0.04	0.00%	335,173.00
1-5716-00	Debt Service/CIEDB 2016	242,657.00	242,657.22	-0.22	0.00%	242,657.00	242,657.22	-0.22	0.00%	321,412.00
1-5717-00	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	432,821.00
1-5718-00	First Foundation Bank - 2022	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	417,434.00
	<b>Total ExpType: 4 - Capital Related:</b>	<b>520,784.00</b>	<b>520,784.18</b>	<b>-0.18</b>	<b>0.00%</b>	<b>520,784.00</b>	<b>520,784.18</b>	<b>-0.18</b>	<b>0.00%</b>	<b>1,506,840.00</b>
	<b>Total Expense:</b>	<b>1,591,879.00</b>	<b>1,599,428.81</b>	<b>-7,549.81</b>	<b>-0.47%</b>	<b>1,591,879.00</b>	<b>1,599,428.81</b>	<b>-7,549.81</b>	<b>-0.47%</b>	<b>12,992,070.00</b>
	<b>Report Total:</b>	<b>-173,879.00</b>	<b>-189,690.50</b>	<b>-15,811.50</b>		<b>-173,879.00</b>	<b>-189,690.50</b>	<b>-15,811.50</b>		<b>3,059,339.00</b>

**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
July 31, 2024**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 07/31/2024</b>	<b>Prior Year as of 07/31/2023</b>
CAPITAL AND OPERATING RESERVE	\$11,524,231.02	\$12,842,952.66
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$11,774,231.02</b>	<b>\$13,092,952.66</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$1,410,954.34	\$1,767,284.43
CSP T & S ACCOUNT	\$665,281.69	\$64,094.14
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,809.38	\$197,807.39
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$9,677,385.61	\$11,062,966.70
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$11,774,231.02</b>	<b>\$13,092,952.66</b>

*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 - JULY 31, 2024

8/7/2024

7/31/2024

\* 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		\$ 50,000	\$ -	0%	

**Facilities & Maintenance**

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000		\$ 140,000	\$ -	0%	
23-13	Pilarcitos Canyon Culvert Replacement	in design	\$ 400,000		\$ 400,000	\$ -	0%	Engineering; surveying; geotech in process
99-01	Meters	ongoing	\$ 10,000		\$ 10,000	\$ -	n/a	

**Pipeline Projects**

14-01/23-10	Highway 92 Potable Water Pipeline Emergency Restoration Project	Bid Ready	\$ 3,000,000	\$ 47,560	\$ 3,000,000	\$ -	0%	
21-01	Pipeline Replacement Projects: Alcatraz and Santa Cruz Aves/Redondo Beach Loop/Ocean Colony	In design	\$ 400,000		\$ 400,000	\$ -	100%	

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	In design	\$ 4,000,000	\$ 2,708	\$ 4,000,000	\$ -	0%	
16-08	Denniston Well Field Replacements	TBD	\$ 450,000		\$ 450,000	\$ -	0%	
23-11	CSP Screens - Intake Valves	Feasibility	\$ 50,000		\$ 50,000	\$ -	0%	
19-05	Tanks - THM Control	Ongoing	\$ 50,000		\$ 50,000	\$ -	0%	

**Water Supply Development**

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 2,000,000	\$ 44,809	\$ 2,000,000	\$ -	n/a	
25-02	Denniston Sluice Gates	TBD	\$ 50,000		\$ 50,000	\$ -	0%	Delayed

**Water Treatment Plants**

20-14	Nunes Water Treatment Plant Improvement Project	complete		\$ 3,671	\$ 3,671	\$ (3,671)	100%	
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	construction	\$ 200,000		\$ 200,000	\$ -	50%	
23-06	Existing Sedimentation Basin Rehabilitation	TBD	\$ 300,000		\$ 300,000	\$ -	0%	

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

NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	
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**NEW FY2024/2025 CIP TOTAL \$ 11,250,000 \$ 98,748 \$ 11,253,671 \$ (3,671)**

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

8/7/2024

7/31/2024

\* 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**

23-03	CSP Fire Sprinklers	in process			\$ -	50%	
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<b>FY2022/2023 CARRYOVER PROJECTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
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Green = approved by the Board/in process

<b>TOTAL - FY 2023/2024 CIP + PRIOR YEAR CARRYOVER</b>	<b>\$ 11,250,000</b>	<b>\$ 98,748</b>	<b>\$ 11,253,671</b>	<b>\$ (3,671)</b>		
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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
Aug-23	6,300			516				756			7,572
Sep-23	4,620			1,113	3,363		2,814				11,910
Oct-23	1,764	210		606			3,444		1,386		7,410
Nov-23	7,278			252	378	1,176	1,596		1,470		12,150
Dec-23	3,486		2,814	564	4,980		168		2,424		14,436
Jan-24	2,790				624			546	399		4,359
Feb-24	3,783			897	6,398		846		178		12,101
Mar-24	2,622	223		178	1,830		979				5,831
Apr-24	5,485	2,003	356	1,342	3,239		223		89		12,736
May-24	6,817	89		178	11,676	401	846				20,006
Jun-24	4,420	1,691	490		3,821	6,497					16,919
Jul-24	14,688				14,213	1,388	1,495				31,783
<b>TOTAL</b>	<b>64,053</b>	<b>4,215</b>	<b>3,660</b>	<b>5,646</b>	<b>50,521</b>	<b>9,461</b>	<b>12,410</b>	<b>1,302</b>	<b>5,946</b>	<b>0</b>	<b>157,212</b>

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

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies and Non - CIP Project</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
Aug-23	480			480	
Sep-23	480			480	
Oct-23	480			480	
Nov-23	480			480	
Dec-23	480			480	
Jan-24	480			480	
Feb-24	480			480	
Mar-24	480			480	
Apr-24	480			480	
May-24	480			480	
Jun-24	480			480	
Jul-24	480			480	
<b>TOTAL</b>	<b>5,760</b>	<b>0</b>	<b>0</b>	<b>5,760</b>	<b>0</b>

# Calcon T&M Projects Tracking

6/30/2024 (Final)\*

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Billings FY2023-2024
<b>FY 2023-2024 Open Projects:</b>						
	Nunes Magnetic Flow Meter					
	Nunes WTP Upgrade Project		9/19/2023	10/11/2023	\$59,917.00	\$ 75,471.88
<b>Open Projects - Subtotal</b>						\$75,471.88
<b>Other: Monthly Maintenance</b>						
<b>Tanks</b>						
<b>Crystal Springs Maintenance</b>						
	<b>Nunes Maintenance</b>					\$ 26,164.38
	<b>Denniston Maintenance</b>					\$ 8,184.34
	<b>Distribution System</b>					\$ 50,395.43
<b>Wells</b>						
	<b>Cellular Telemetry</b>					\$ 3,937.56
Subtotal Maintenance						\$ 88,681.71
<b>FINAL TOTAL FY 2023/2024</b>						<b>\$164,153.59</b>

\* Invoices are as of June 2024. Bills for July 2024 have not arrived.

EKI Environment & Water  
 Engineering Services Billed FY 2021-2022 to FY 2023-2024  
 Billed through 6/30/2024 (Final)\*

	Contract Date	Not to Exceed Budget	Status	FY2021-2022	FY2022-2023	FY 2023-2024
<b>CIP Project Management</b>						
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00	Complete	\$ 33,162.48		
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Complete	\$ 10,301.46	\$ 10,438.74	\$ 4,201.34
Fiscal Year 2023-2024 - Non-Complex Main line Extension Services			Open			\$ 11,801.40
Fiscal Year 2021-2022 - Drought Relief Grant Application	12.2021		Complete	\$ 21,074.82		
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Complete	\$ 5,453.76	\$ 71,198.60	\$ 34,038.14
Fiscal Year 2024-2025-Capital Improvement Management	1.9.2024	\$ 100,000.00	Open			\$ 62,469.90
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	
<b>Sub Total - CIP Project Management Services</b>		<b>\$ 385,000.00</b>		<b>\$ 69,992.52</b>	<b>\$ 124,370.68</b>	<b>\$ 112,510.78</b>

Highway 92 Potable Water Pipeline Phase 1 (2023)	14-01	6.13.2023	\$ 135,400.00	Open		\$ 22,894.82	\$ 70,887.84
Highway 92 Environmental Permitting - Emergency Restoration	23-10	3.15.2023	\$ 44,800.00	Open		\$ 321.36	\$ 47,121.55
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
Highway 92 Potable Water Pipeline Future Phases Geotechnical	14-01	3.3.2023	\$ 54,200.00	Open		\$ 26,884.03	\$ 23,313.72
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 177,300.00	Open	\$ 92,356.96	\$ 46,900.62	
Medio Crossing-Alternatives Evaluation for Pipeline Replacement	22-07	4.25.2022	\$ 20,400.00	Complete	\$ 8,410.48	\$ 13,419.12	
Medio Creek and Magellan Pipeline/Miramar Deadends Design	22-07	3.15.2023	\$ 138,900.00	Open		\$ 39,015.39	\$ 50,313.73
EG Tank #1 - Pre-design for New Pump Station	19-01	6.13.2023	\$ 25,000.00	Open		\$ 1,046.76	\$ 23,917.66
Highway 92 - 2017 Easements Land Description Packages	14-01	8.18.2023	\$ 14,000.00	Complete			\$ 14,000.00
Highway 92 - Environmental Permitting Strategies	23-10	5.24.2023	\$ 29,700.00	Open			\$ 28,207.05
Miramar Deadends Project - Biological Resources Assessment	22-07	5.24.2023	\$ 18,200.00	Open			\$ 17,581.46
Alcatraz Ave, Santa Rosa Ave, and Ocean Colony Pipeline Projects	21-01	1.9.2024	\$ 66,200.00	Open			\$ 41,027.74
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	\$ 37,244.28	\$ 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	\$ 31,454.78	\$ 28,025.40	
Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions	13-02	9.13.2022	\$ 28,600.00	Complete	\$ 20,059.82	\$ 4,681.04	
Highway 92 Potable Water Pipeline Replacement Project Design	14-01	7.2.2021	\$ 24,800.00	Complete	\$ 18,139.94	\$ 6,631.56	
Purisima Way Water Main Replacement	14-29	10.18.2021	\$ 20,400.00	Complete	\$ 19,840.91		

Total - All Services

**\$ 297,499.69 \$ 584,745.89 \$ 560,715.86**

\* Invoices are billed 1 month in arrears



*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

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

**Tuesday, July 9, 2024**

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 Mickelsen called the meeting to order at 6:00 p.m. Present at roll call: Vice President Reynolds, Director Ken Coverdell, Director Bob Feldman, and Director John Muller.

Also present: Mary Rogren, General Manager, Jeffery Schneider, Asst. General Manager Finance/Admin., Patrick Miyaki, Legal Counsel; Cathleen Brennan, Water Resources Analyst, Gina Brazil, Office Manager Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst

Also Participating: Sanjay Gaur, Principal Consultant and Nancy Phan, Sr. Consultant from Water Resources Economics, LLC

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

- 4) **Receive Draft Water Resources Economics Report: 2024 Water Rate Study**

Mr. Schneider began by introducing Mr. Gaur and Ms. Phan from Water Resources Economics, LLC (“WRE”) and stating that this report is a culmination of multiple Finance Committee meetings and Board Meetings. WRE conducted a comprehensive water rate study consisting of:

- A five-year financial plan
- A cost-of-service analysis based on the most recent financial data and customer use characteristics
- Rate design, including a three-year water rate schedule effective January 2025, January 2026, and January 2027 and corresponding three-year water shortage rates
- Rate study documentation, including a 2024 Water Rate Study Report

Mr. Gaur provided a brief overview of the key sections of the 2024 Water Rate Study Report. Mr. Gaur noted that the 2024 Water Rate Study Report complies with the requirements of Proposition 218 and provides an administrative record showing the District's justification supporting the proposed increases in rates. Mr. Gaur also explained that Proposition 218 requires that agencies show the nexus between the cost of providing water service and the rates that are charged to customers. All detailed sections walk through every calculation and assumption used to determine the water rates.

**5) CLOSED SESSION**

- A.** Pursuant to California Government Code Section 54956.9(d)(4)  
Conference with Legal Counsel – Anticipated Litigation  
Initiation of Litigation – 2 Potential Cases

**6) RECONVENE TO OPEN SESSION – at 6:49 p.m.**

Public report of closed session action – Mr. Miyaki reported that no action was taken in closed session.

**7) ADJOURNMENT – Special Board Meeting Adjourned at 6:50 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Chris Mickelsen, President  
Board of Directors

*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

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

**Tuesday, July 9, 2024**

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 Mickelsen called the meeting to order at 7:00 p.m. Present at roll call: Vice President Reynolds, Director Ken Coverdell, Director Bob Feldman, and Director John Muller.

Also present: Mary Rogren, General Manager, Jeffery Schneider, Asst. General Manager Finance/ Admin., Patrick Miyaki, Legal Counsel, Gina Brazil, Office Manager, Cathleen Brennan, Water Resources Analyst, Nancy Trujillo, Accounting Manager, Darin Sturdivan, Distribution Supervisor, Sean Donovan, Treatment Supervisor, and Lisa Sulzinger, Administrative Analyst

Also Participating: Jonathan Sutter, EKI Environment and Water, Inc.

From DN Tanks: Tyler Bernhard, Regional Manager, Dave Gourley, Executive VP Special Operations, Kevin Peacock, VP of Sales, Tanner Bennett, Sr. Regional Manager

From HDR, Inc.: Rich Stratton, Sr. Engineering PM

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments.
- 4) **Public Hearing/Consider of Resolution of Necessity**  
**Adoption a Resolution of Necessity to acquire certain interests in property owned by Mary Alice Cozzolino, Trustee of the James and Alice Cozzolino Trust, for the Highway 92 Potable Water Pipeline Emergency Restoration Project ("Project").**
  - A. Conduct a public hearing to consider the adoption of Resolution No. 2024-02 and to provide the property owner or their representatives an opportunity to appear and be heard.

**Staff Presentation:** Mr. Miyaki presented a map of the properties and described the location of the existing pipeline and where the new proposed pipeline will be; who owns the individual parcels; and where the proposed easements are located that need to be acquired. Mr. Miyaki described the project background including how a portion of the existing pipeline was exposed during the December 2022/January 2023 storms and a temporary 2-inch bypass pipeline was installed for the District to maintain service to the residential, commercial, and agricultural accounts located downstream of the damaged pipe. This temporary configuration is undersized and significantly reduces available downstream capacity and provides insufficient fire flows.

The proposed alignment of the new pipeline is to be moved away from Highway 92 and to the backside of the properties along Highway 92, and by doing so, the pipeline is less vulnerable to future flooding and erosion risk, and access to the pipeline is improved and avoids safety concerns of working on Highway 92 and near the high-pressure PG&E gas main. This project was designed in coordination with the owners to minimize disruptions to private property interests. For the Mary Alice Cozzolino property, the District will be acquiring permanent water line easements, permanent access easements, temporary construction easements, and temporary access easements. On February 1, 2024, the District presented an offer to the Mary Alice Cozzolino, Trustee in writing and a detailed package with the appraisal summary statement. As of tonight, the District has not received a written counteroffer. The District has reached out to the property owners multiple times.

The California Constitution and California Eminent Domain Law authorize the District to acquire property by eminent domain. Before filing a condemnation action for any property interests, the District must satisfy certain procedural prerequisites, including obtaining an appraisal, presenting a formal offer, providing notice to the property owners of their right to attend a public hearing regarding a Resolution of Necessity, and adopting a Resolution of Necessity.

As required by statute, on June 21, 2024, the District sent the appropriate notices to the owner informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity. The notice also informed the property owner that they had 15 days to file a written request to appear and to be heard, and the failure to do so will result in a waiver of their right to appear and be heard for tonight's public hearing and adoption of a Resolution of Necessity. The District did not receive, in writing, the owners request to appear and be heard nor were the owners present on Zoom or in the room.

The District in adopting the Resolution of Necessity is making the following determinations:

- 1) The public interest and necessity require that the project be undertaken.
- 2) The project is planned and located in the manner that will be most compatible with the greatest public good and least private injury.
- 3) The acquisition of the property is necessary for the project.
- 4) An offer has been made to the owners.

Mr. Miyaki stated that all determinations have been satisfied.

Staff recommended adopting the Resolution of Necessity determining that the public interest and necessity require the acquisition of certain interests in property owned by Mary Alice Cozzolino, Trustee of the James and Alice Cozzolino 1988 Family Trust

**Open Public Hearing**

At 7:09 p.m. President Mickelsen opened the Public Hearing for the Owners and the public to comment on the Resolution of Necessity.

There were no comments and no written correspondence.

**Close of Public Hearing**

At 7:10 p.m., President Mickelsen closed the public hearing.

**Board Comments**

Comments and discussion ensued among the board members.

**ON MOTION BY Vice President Reynolds and seconded by Director Muller, the Board voted by roll call vote to approve the adoption of Resolution 2024-02 determining that the public interest and necessity require the acquisition of certain interests in property owned by Mary Alice Cozzolino, Trustee of the James and Alice Cozzolino 1988 Family trust (“Resolution of Necessity”):**

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

**5) Public Hearing/Consider of Resolution of Necessity Adoption a Resolution of Necessity to acquire certain interests in property owned by James Cozzolino and Linda Cozzolino for the Highway 92 Potable Water Pipeline Emergency Restoration Project (“Project”).**

- A. Conduct a public hearing to consider the adoption of Resolution No. 2024-03 and to provide the property owner or their representatives an opportunity to appear and be heard.

**Staff Presentation:** Mr. Miyaki stated that the project is the same as item #4 above and presented a map of property and described the location of the existing pipeline and where the new proposed pipeline will be; and where the proposed easements are located that need to be acquired. The District will be acquiring a permanent water line easement, a permanent access easement, a temporary access easement, and a temporary construction easement across the property.

On February 1, 2024, the District presented an offer to James Salvatore Cozzolino and Linda Jean Cozzolino in writing and a detailed package with the appraisal summary statement. As of tonight, the District has not received a written counteroffer. The District has reached out to the property owners multiple times.

The California Constitution and California Eminent Domain Law authorize the District to acquire property by eminent domain. Before filing a condemnation action for any property interests, the District must satisfy certain procedural prerequisites, including obtaining an appraisal, presenting a formal offer, providing notice to the property owners of their right to attend a public hearing regarding a Resolution of Necessity, and adopting a Resolution of Necessity.

As required by statute, on June 21, 2024, the District sent the appropriate notices to the owner informing them of their right to appear and be heard prior to the adoption of the Resolution of Necessity. The notice also informed the property owner they had 15 days to file a written request to appear and to be heard, the failure to do so will result in a waiver of their right to appear and be heard for tonight's public hearing and adoption Resolution of Necessity. The District has not received, in writing, the owners request to appear and be heard nor were the owners present on Zoom or in the room.

The District in adopting the Resolution of Necessity is making the following determinations:

- 1) The public interest and necessity require that the project be undertaken.
- 2) The project is planned and located in the manner that will be most compatible with the greatest public good and least private injury.
- 3) The acquisition of the property is necessary for the project.
- 4) An offer has been made to the owners.

Mr. Miyaki stated that all determinations have been satisfied.

Staff recommended adopting the Resolution of Necessity determining that the public interest and necessity require the acquisition of certain interests in property owned by James Salvatore Cozzolino and Linda Jean Cozzolino.

### **Open Public Hearing**

At 7:17 p.m. President Mickelsen opened the Public Hearing for the Owners and the public to comment on the Resolution of Necessity.

There were no comments and no written correspondence.

### **Close of Public Hearing**

At 7:17 p.m., President Mickelsen closed the public hearing.

### **Board Comments**

There were no comments or discussion among the Board Members.

**ON MOTION BY Vice President Reynolds and seconded by Director Feldman, the Board voted by roll call vote to approve the adoption of Resolution 2024-03 determining that the**

public interest and necessity require the acquisition of certain interest in property owned by James Salvatore Cozzolino and Linda Jean Cozzolino (“Resolution of Necessity”):

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

6) CONSENT CALENDAR

- A. Approval of disbursements for the month ending June 30, 2024:  
Claims: \$ 1,529,604.40; Payroll: \$ 217,679.51 for a total of \$ 1,747,283.91  
*June 2024 Monthly Financial Claims reviewed and approved by Director Mickelsen*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of June 11, 2024, Special Board of Directors Meeting
- D. Approval of Minutes of June 11, 2024, Regular Board of Directors Meeting
- E. Approval of Minutes of June 18, 2024, Special Board of Directors Meeting
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report – June 2024
- I. Leak/Flushing Report – June 2024
- J. Monthly Rainfall Reports
- K. SFPUC Hydrological Conditions Report – May 2024

President Mickelsen stated he reviewed the monthly financial claims and found all to be in order.

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

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

7) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Muller reported on his attendance at a Region 5 ACWA Meeting

8) GENERAL BUSINESS

- A. Waive the Procedural Requirements in the District’s Policies and Procedures for Award of Contracts and Authorize the General Manager to enter into an

**Agreement with DN Tanks, LLC. for Construction of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project**

Ms. Rogren introduced the DN Tanks LLC (“DN Tanks”) team, Tyler Bernhard, Regional Manager, Dave Gourley, Executive VP Special Operations, Kevin Peacock, VP of Sales, and Tanner Bennett, Sr. Regional Manager. She also introduced Rich Stratton, Sr. Engineering Project Manager from HDR, Inc. (“HDR”) who designed the Carter Hill prestressed concrete tank. Ms. Rogren then summarized that the Carter Hill tank site currently has three storage tanks: “HMB 1” built in 1950, “HMB 2” built in 1955 and “HMB 3” built in 1963. In 2019, TJC and Associates conducted a Tank Conditions and Assessment, which included seismic and structural evaluations and recommendations for retrofits or replacements. In 2020, a follow-up study was done by EKI Environment and Water, Inc. (“EKI”) who prepared a “Potable Water Storage Evaluation and Alternatives Evaluation.” Given EKI’s hydraulic modeling, EKI recommended maximizing potable storage at Carter Hill and Denniston, and also recommended rehabilitation or replacement of the Carter Hill tanks to bring the tanks up to the current seismic and building code standards due to their criticality. EKI also recommended constructing a new prestressed concrete tank instead of a new welded steel tank given the lower life cycle costs of a concrete tank.

The project involves the demolition and removal of tanks HMB 1 and HMB 2, and existing yard piping and constructing one new 2.1 million gallon AWWA D110 Type 1 Prestressed Concrete DN Tank and new yard piping. The cost of the construction includes the Prestressed Concrete DN Tank and the use of DN Tanks as the General Contractor for the project. Staff requested that the Board waive the competitive bidding requirements as provided for in Resolution 2016-09 given the following: DN Tanks is a leader in the industry in building prestressed concrete tanks in California and across the United States and HDR designed the project specifying DN Tanks as the tank provider. Given DN Tanks’ proprietary approach, the tank would have to be redesigned if another tank provider were to be considered. DN Tanks is also experienced at serving as the General Contractor on tank projects, and the District will have one party to work with who has the expertise in executing tank projects and related site work. The District’s Legal Counsel has reviewed DN Tanks’ proposal and related bid documentation and determined all is in order.

**ON MOTION BY Director Muller and seconded by President Mickelsen, the Board voted by roll call vote to waive the procedural requirements in the District’s Policies and Procedures for Award of Contract (Resolution 2016-09) and authorize the General Manager to enter into an agreement with DN Tanks, LLC. for construction of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades project for \$10,968,951**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Director Feldman</b>	<b>Aye</b>
<b>Director Muller</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Aye</b>



**B. Waive the District’s Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Award a Contract to Central Roofing, Inc. for Roof Repairs at the Nunes Water Treatment Plant**

Ms. Rogren reported that the roof at the Nunes Water Treatment Plant is leaking in various locations and is in need of repair. The District requested informal bids from four potential providers and two provided quotes. The quote from Central Roofing, Inc., came in the lowest. Because there are few qualified providers who are available to complete this project, staff requested the Board to waive the competitive bidding requirements of Resolution 2016-09 in order to sole source the services from Central Roofing, Inc

**ON MOTION BY Vice President Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to waive the District’s competitive bidding requirement of Resolution 2016-09 and authorize the General Manager to award a contract to complete roof repairs at the Nunes Water Treatment Plant from Central Roofing, Inc. for a not to exceed amount of \$184,800**

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

**C. Authorize Entering into a Professional Services Agreement with Jones Hall, A Professional Law Corporation to Provide Bond and Disclosure Counsel Services in Support of a 2024 Financing Transaction**

Mr. Schneider summarized that District will be seeking \$8M in financing for the construction of the Carter Hill 2.1 million gallon prestressed concrete tank and will require the services of a Bond Counsel and Disclosure Counsel. Jones Hall will be provide Bond Counsel services for a flat fee of \$50,000 and Disclosure Council services for a flat fee of \$45,000. Payment of these fees is contingent upon the successful completion of the financing and will be paid out of the financing proceeds. The District utilized Jones Hall in a 2018 for loan agreement refunding its 2006B Water Revenue Bond at 2.85% interest rate and in a 2022 loan agreement for \$7 million at a 2.23% interest rate.

**ON MOTION BY Director Coverdell and seconded by Vice President Reynolds, the Board voted by roll call vote to authorize the General Manager to enter into a professional services agreement with Jones Hall, A Professional Law Corporation (“Jones Hall”) to provide Bond Counsel services for a flat fee of \$50,000 and Disclosure Counsel services for a flat fee of \$45,000 in support of anticipated Debt Financing in 2024, with payment contingent upon the successful completion of the financing**

Director Coverdell	Aye
Director Feldman	Aye
Director Muller	Aye

Vice-President Reynolds	Aye
President Mickelsen	Aye

**D. Consider Approval of Resolution 2024-04 Establishing Appropriations Limit Applicable to District During Fiscal Year 2024/2025**

Article XIIB 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.

**ON MOTION BY Vice President Reynolds and seconded by President Mickelsen, the Board voted by roll call vote to approve Resolution 2024-04 establishing appropriations limit applicable to District during Fiscal Year 2024/2025**

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

**E. Fiscal 2023-2024 Year-End Financial Results - Preliminary**

Mr. Schneider summarized the preliminary results of the Fiscal Year ending June 30, 2024. He reviewed the revenue and expense highlights, cash reserves balance and Capital Improvement Program spending.

**F. Nunes Water Treatment Plant Upgrades Project Update # 35 - Final Report**

Ms. Rogren reported that this project was officially completed in June 2024. A brief history and overview of the construction in pictures was put together by Freyer and Laureta, Inc., the Construction Management firm on the project was shown.

**9) MONTHLY INFORMATIONAL REPORTS**

**A. Superintendent of Operations Report**

Ms. Rogren summarized the Operation Highlights for the month of June 2024.

**B. Water Resources Information Report**

- Ms. Brennan reported that the 2023 Consumer Confidence Report (CCR) Annual Water Quality Report has been posted. The drinking water delivered to customers met all U.S. EPA and California drinking water health standards in

calendar year 2023. A postcard was mailed to District customers and delivered by June 26, 2024 with a link to the CCR on the District's website.

- Staff also submitted the District's Annual Water Supply and Demand Assessment (AWSDA) report.

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

There were no requests for future agenda items from the Board members.

**11) ADJOURNMENT - Board Meeting Adjourned at 8:15 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Chris Mickelsen, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Wednesday, July 31, 2024**

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** - Vice President Reynolds called the meeting to order at 8:00 a.m. Present at roll call: Director Ken Coverdell, Director Bob Feldman, and Director John Muller. President Mickelsen participated by teleconference using Zoom from the location identified on the agenda.

Also present: Mary Rogren, General Manager, Jeffery Schneider, Asst. General Manager Finance/Admin., Laura Ratcliffe, Legal Counsel; and Gina Brazil, Office Manager

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CLOSED SESSION**

A) Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8

1. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056 341 -180, 190, 200, 210, 230, 056-331-110, 056-331-120 and 130]

Agency Negotiators: Mary Rogren, General Manager

Negotiating Parties: Mary Alice Cozzolino, Surviving Co-Trustees of the James and Alice Cozzolino 1998 Family Trust

Under Negotiation: Price and Terms of Payment

2. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056-341-220]

Agency Negotiators: Mary Rogren, General Manager

Negotiating Parties: James Salvatore Cozzolino, a married man, as his sole and separate property, and Linda Jean Cozzolino, a single woman, as tenants-in-common

Under Negotiation: Price and Terms of Payment

**5) RECONVENE TO OPEN SESSION - at 8:49 a.m.**

Public Report of closed session action -Vice President Reynolds reported that no action was taken in closed session items 1 and 2 above.

**6) ADJOURNMENT - Special Board Meeting Adjourned at 8:49 a.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Chris Mickelsen, President  
Board of Directors



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

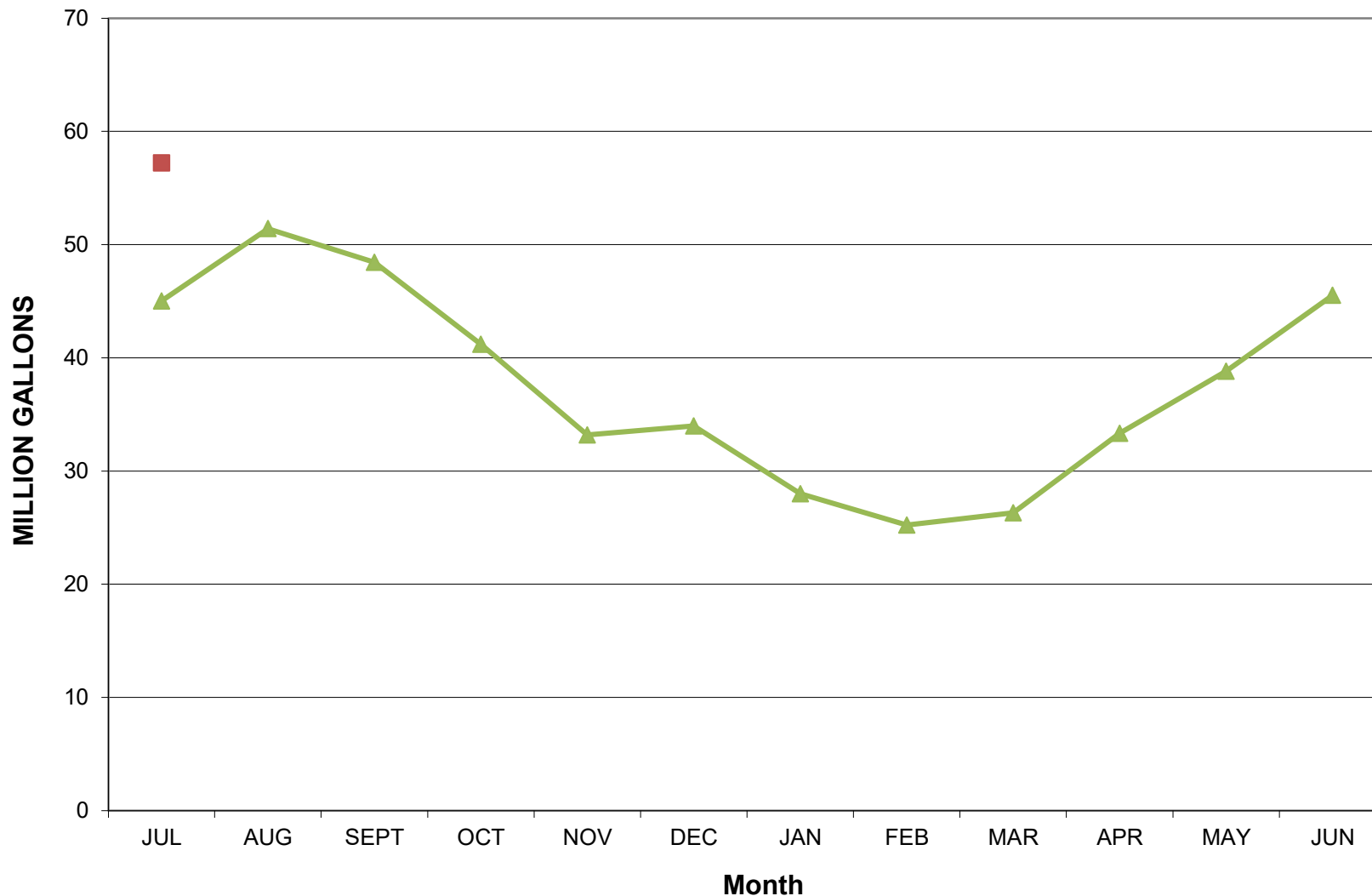
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	13.20	0.00	26.41	21.34	60.95	3.73	57.22
AUG						0.00		0.00
SEPT						0.00		0.00
OCT						0.00		0.00
NOV						0.00		0.00
DEC						0.00		0.00
JAN						0.00		0.00
FEB						0.00		0.00
MAR						0.00		0.00
APR						0.00		0.00
MAY						0.00		0.00
JUN						0.00		0.00
<b>TOTAL</b>	0.00	13.20	0.00	26.41	21.34	60.95	3.73	57.22
% MONTHLY TOTAL		21.7%	0.0%	43.3%	35.0%	100.0%	6.1%	93.9%
% ANNUAL TO DATE TOTAL	n/a	21.7%	0.0%	43.3%	35.0%	100.0%	6.1%	93.9%

CCWD vs SFPUC- month 21.7%  
 CCWD vs SFPUC- annual 21.7%

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2024**

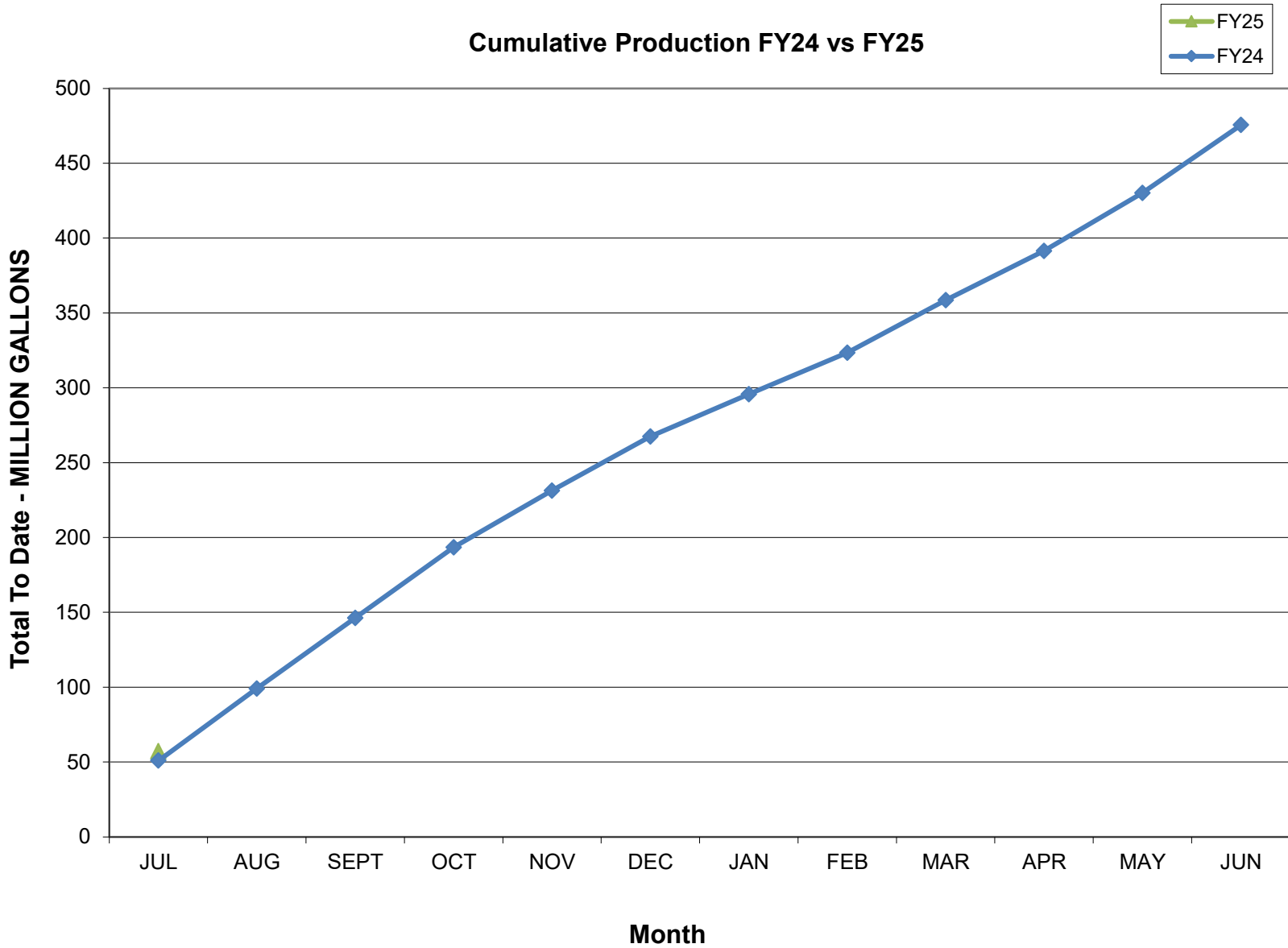
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.32	17.08	0.00	30.54	6.02	53.64	2.66	50.98
AUG	2.37	22.03	0.00	23.30	6.40	51.73	3.69	48.04
SEPT	2.31	18.49	0.00	24.22	8.42	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
<b>TOTAL</b>	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





**Cumulative Production FY24 vs FY25**





MONTH		July-24									
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	7/22/2024	0800	7/22/2024	1600	8 Hours	730 El Granada Blvd	0.001	Service	Copper	1"	8255
2											
3											
4											
5											
6											
7											
8											
<b>Total</b>							<b>0.001</b>				

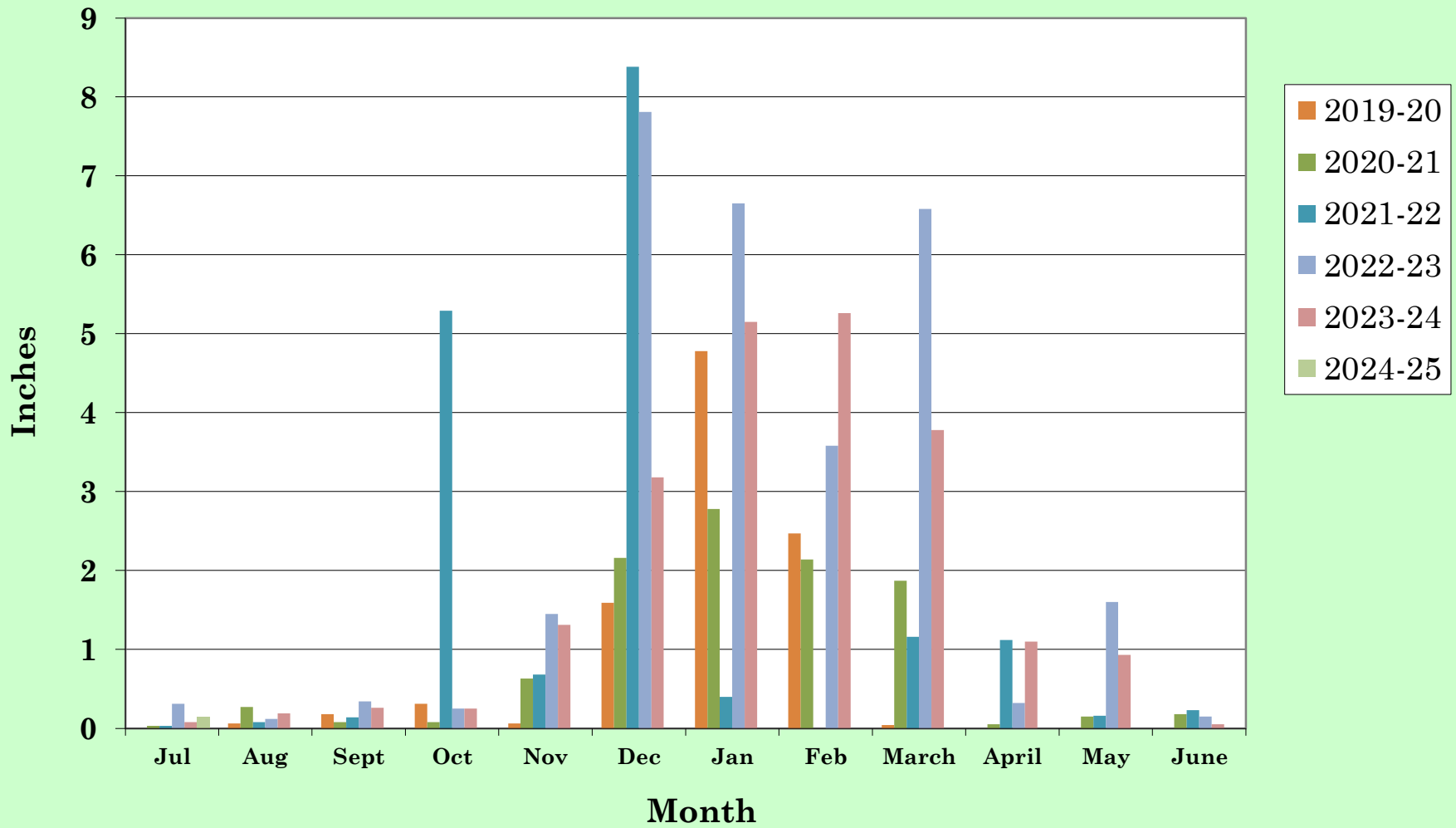
OTHER DISCHARGES	
<b>Total Volumes (MG)</b>	
Flushing Program	0.030
Reservoir Cleaning	0.000
Automatic Blowoffs	0.170
Dewatering Operations	0.000
Other (includes flow testing)	0.000
<b>DISCHARGES GRAND TOTAL (MG)</b>	
<b>0.200</b>	



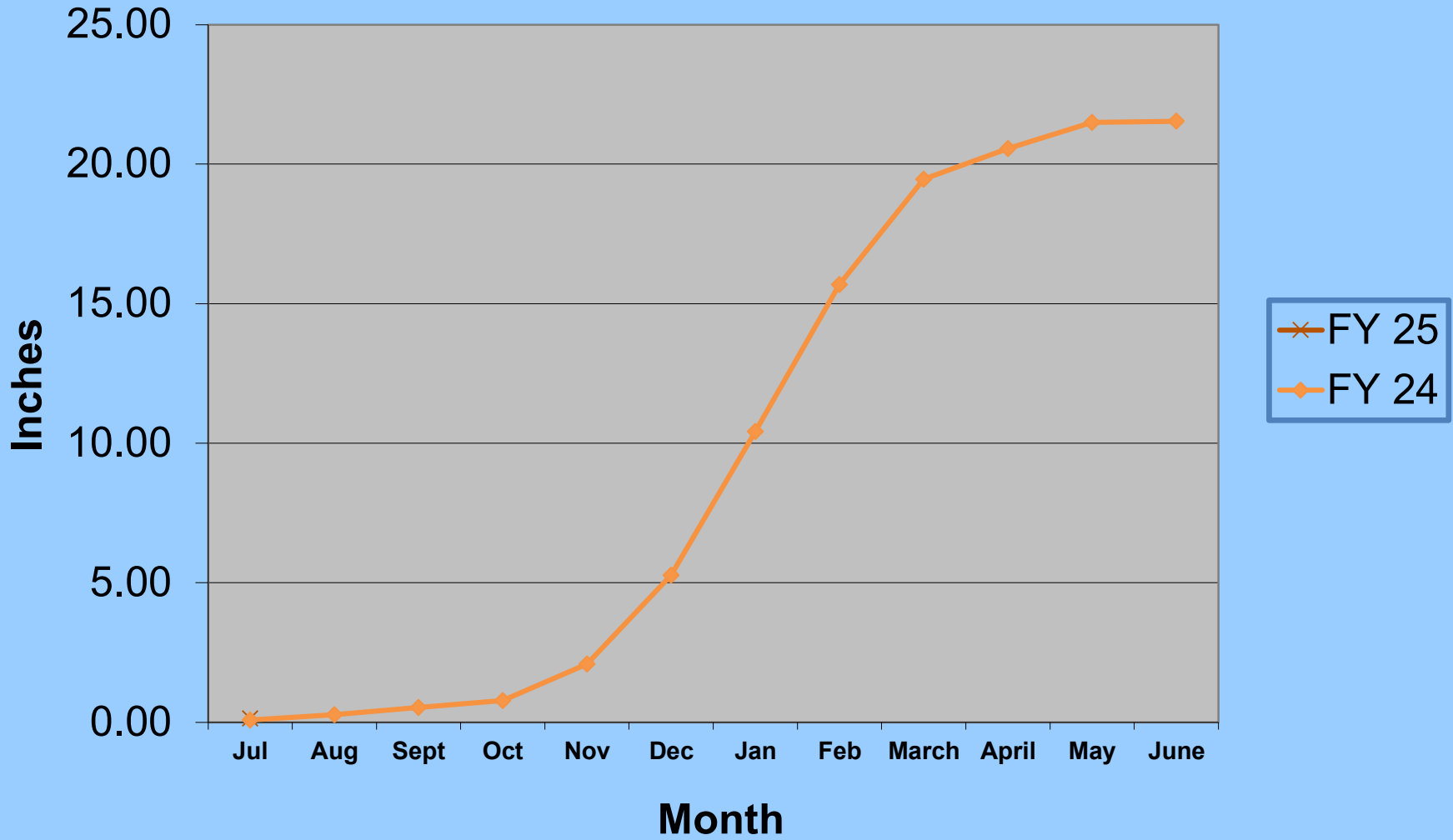
# Coastside County Water District

## Rainfall by Month

Fiscal Years 20 - 25

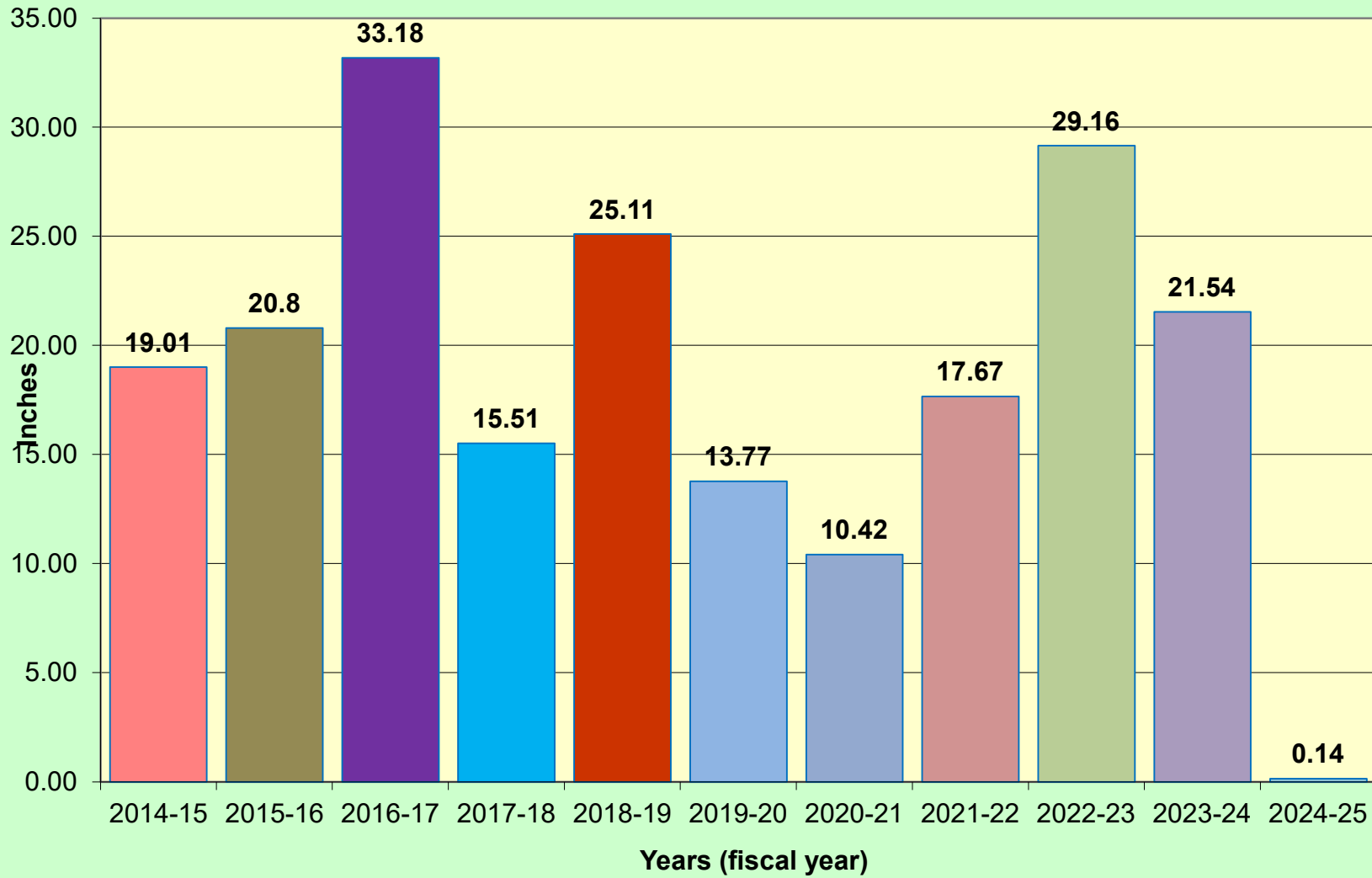


# Rainfall Total Comparison Fiscal Years 24-25



# Rain Totals

## Fiscal Years 15 - 25



# San Francisco Public Utilities Commission Hydrological Conditions Report June 2024

B. Barry, C. Graham, H. Forrester, N. Waely  
Prepared July 9, 2024



The Lower Cherry Aqueduct (LCA) along with the Lake Eleanor Dam are two of the oldest pieces of infrastructure on the Hetch Hetchy Project. Improvements and rehabilitation took place post Rim Fire (cir. 2013) which allows Cherry Creek water downstream of Cherry Reservoir and Lake Eleanor to be diverted into the Hetch Hetchy Aqueduct as an emergency secondary filtered water source. The top five colored pictures are of the LCA as it is today which replaced the original flume as seen in the bottom two black and white photos.



## System Storage

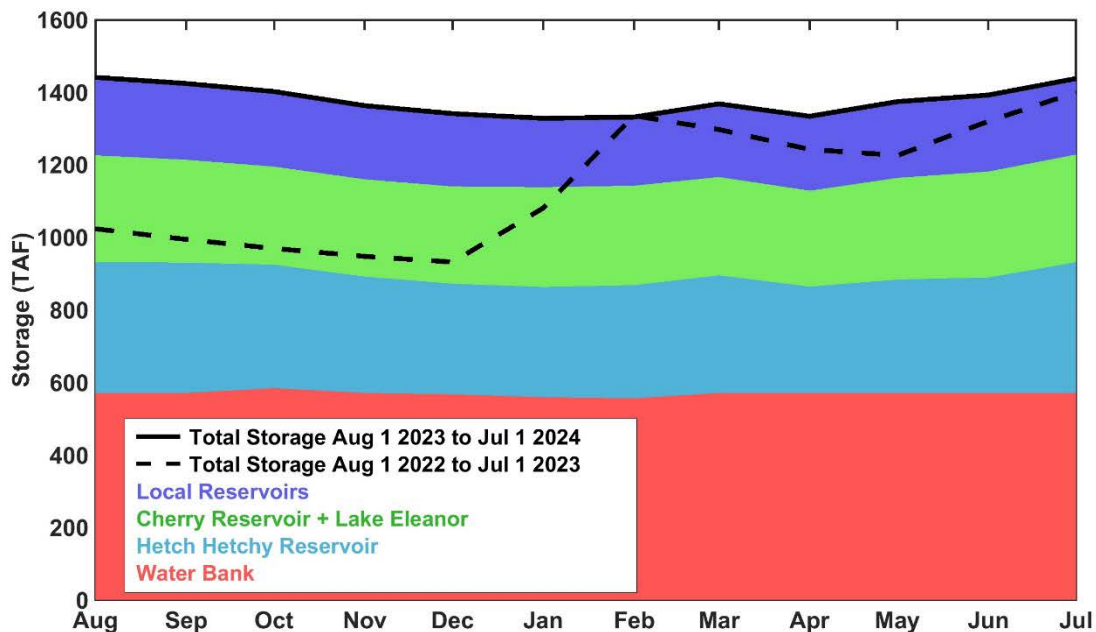
Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1. Current System Storage as of July 1, 2024							
	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	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	360,756		360,360		0		100%
Cherry Reservoir <sup>2</sup>	269,899		273,345		3,446		99%
Lake Eleanor <sup>3</sup>	26,823		27,100		277		99%
Water Bank	570,000		570,000		0		100%
Tuolumne Storage	1,227,478		1,230,805		3,723		100%
<b>Local Bay Area Storage</b>							
Calaveras Reservoir	93,503	30,468	96,670	31,500	3,167	1,032	97%
San Antonio Reservoir	50,413	16,427	52,506	17,109	2,093	682	96%
Crystal Springs Reservoir	51,324	16,724	68,743	22,400	17,419	5,676	75%
San Andreas Reservoir	11,963	3,898	18,898	6,158	6,936	2,260	63%
Pilarcitos Reservoir	2,320	756	3,118	1,016	798	260	75%
Total Local Storage	209,523	68,273	239,936	78,183	30,413	9,910	87%
<b>Total System</b>	<b>1,437,001</b>		<b>1,470,741</b>		<b>34,136</b>		<b>98%</b>

<sup>1</sup> Maximum Hetch Hetchy Reservoir storage with drum gates activated.

<sup>2</sup> Maximum Cherry Reservoir storage with flashboards installed.

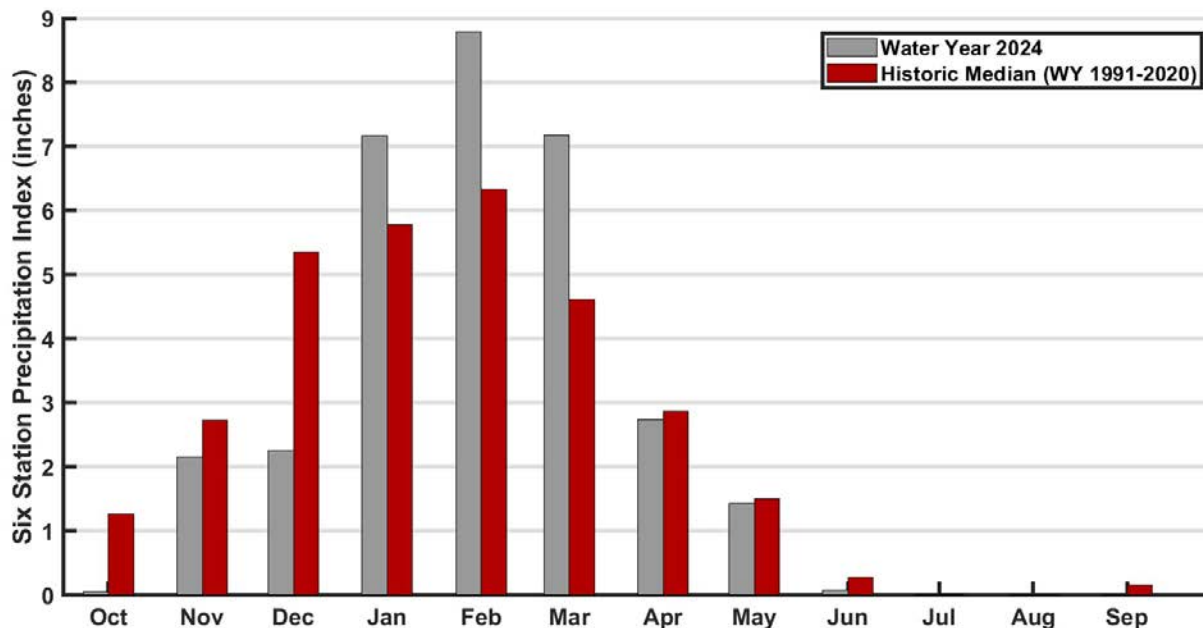
<sup>3</sup> Maximum Lake Eleanor storage with flashboards installed.



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

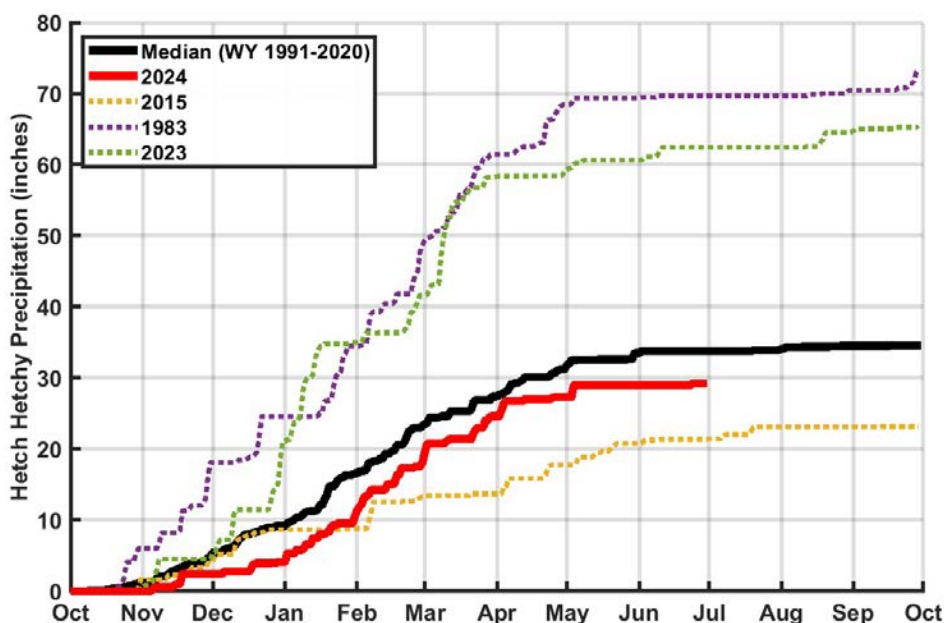
## Hetch Hetchy System Precipitation Index

*Current Month:* The June 2024 six-station precipitation index was 0.08 inches, which is 29% of the 1991-2020 June median.



**Figure 2:** Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of July 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) 2024 is 31.85 inches, which is 104% of the median to-date. The Hetch Hetchy Weather Station received 0.23 inches of precipitation in June resulting in a total of 29.23 inches for WY 2024, or 86% of median for the Water Year to-date. The cumulative WY 2024 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.



**Figure 3:** Water Year 2024 cumulative precipitation measured at Hetch Hetchy Weather Station as of July 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2024 for comparison purposes.

## Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for June 2024 and Water Year 2024 is summarized below in Table 2.

Table 2. Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	June 2024				October 1, 2023 through July 1, 2024			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	140,120	181,026	202,116	69%	592,764	668,477	667,966	89%
Inflow to Cherry Reservoir and Lake Eleanor	67,970	68,110	87,914	77%	455,166	454,997	470,725	97%
Tuolumne River at La Grange	229,821	293,374	342,626	67%	1,652,441	1,590,856	1,770,381	93%
Water Available to City	68,682	110,484	196,319	35%	643,192	578,466	807,406	80%

<sup>1</sup>Hydrologic Record: 1991-2020

## Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) increased from 210 MGD to 235 MGD on June 5 and remained there for the rest of the month.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 97,829 acre-feet. Hetch Hetchy Reservoir required minimum instream release during June was 189 cfs, 125 cfs (Type A) plus an additional 64 cfs due to elevated Kirkwood Powerhouse draft. Required minimum instream releases will continue as a Type A schedule until January 1, 2025. July required releases are 125 cfs.

Cherry Reservoir power draft and stream releases totaled 49,553 acre-feet during the month of June. The required minimum instream release from Cherry Reservoir during June was 5 cfs. Instream release requirements increased to 15 cfs on July 1, and will remain at 15 cfs until September 30.

Lake Eleanor stream releases totaled 13,974 acre-feet during the month of June; 2,874 acre ft was transferred to Cherry Reservoir via the Cherry – Eleanor pumping station. Lake Eleanor required minimum instream release was 20 cfs during June and will remain at 20 cfs until September 15.

## Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant production for the month was 28 MGD. The Sunol Valley Water Treatment Plant was online for four days and produced 19 MGD.

## Regional System Water Delivery

The average June delivery rate was 219 MGD which is an 8% increase over the May delivery rate of 203 MGD.

## Local Precipitation

The rainfall summary for June 2024 and Water Year 2024 is presented in Table 3.

Weather Station Location	June 2024		October 1, 2023 through July 1, 2024	
	Total (inches)	Percent Mean for the Month (inches)	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.10	83%	43.08	129%
Lower Crystal Springs Reservoir	0.00	0%	32.56	147%
Calaveras Reservoir	0.00	0%	24.51	136%

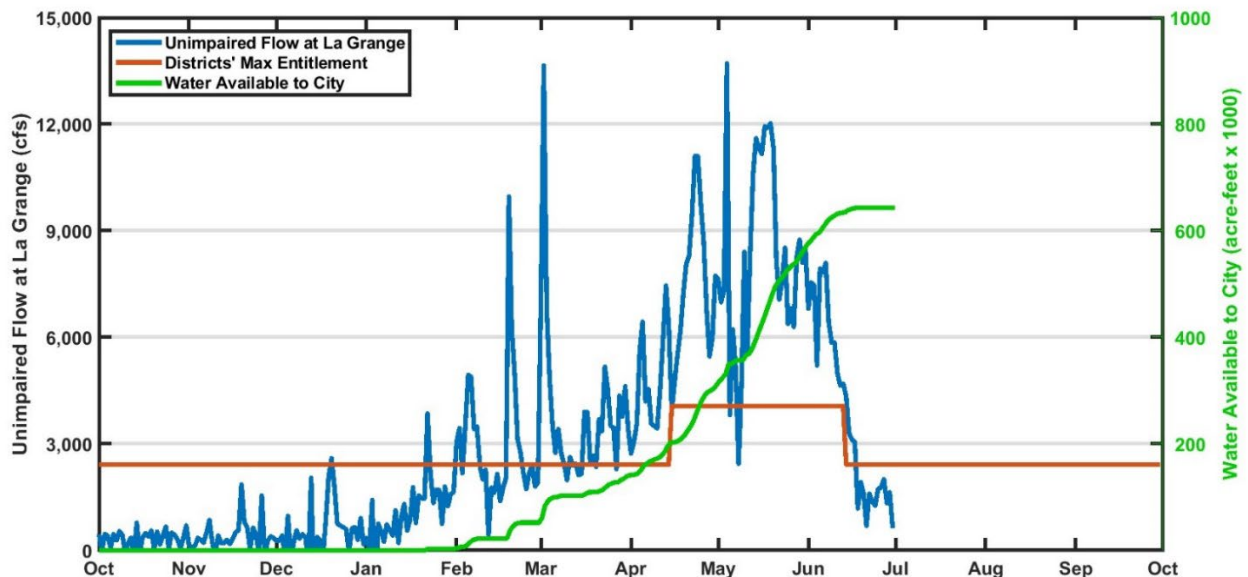
\*Mean Period = WY 1991-2020

## Snowpack, Water Supply and Planned Water Supply Management

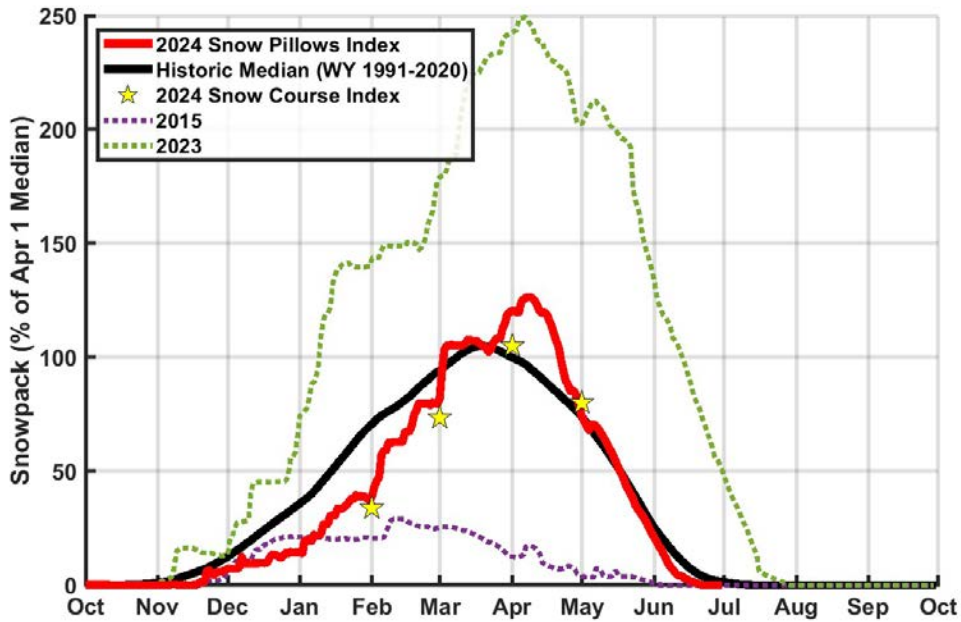
The month of June was dominated by warm, dry days which melted any remaining snow by mid-June (Figure 5). Snowmelt runoff into the Tuolumne Basin reservoirs reached the seasonal peak in late May, continued at an elevated rate through the first part of June, and tapered halfway through the month resulting in a below average June runoff (Table 2, Figure 4). Hetch Hetchy Reservoir reached capacity on June 25 and spilled into the first few days of July. Lake Eleanor remained at capacity for the entire month, while Cherry Reservoir reached near capacity on June 13. Seasonal water supply forecasts predict an average runoff for the April through July period (Figure 6).

With Spring runoff ending, Hetch Hetchy Reservoir is drafting via SJPL deliveries, Fish Hatchery flows and minimum instream releases. Cherry Reservoir is drafting via scheduled recreational releases at Holm Powerhouse and minimum instream releases. Lake Eleanor is drafting via minimum instream release. The Cherry-Eleanor Pumps are deactivated for the season. Water Bank is anticipated to remain full as upcountry reservoir releases and Holm Powerhouse powerdraft will meet or exceed inflows until this fall.

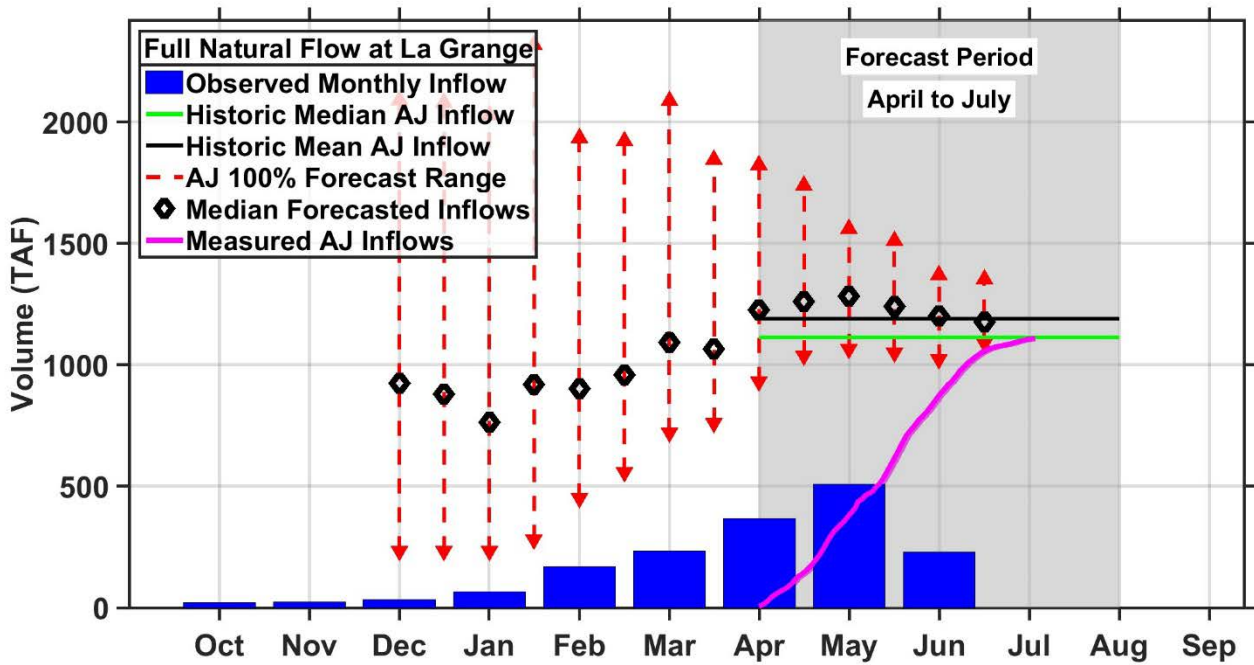
Cumulative Water Available to the City for WY 2024 was 643,192 acre-feet on July 1 (Figure 4). Little to no additional Water Available to the City is expected in WY 2024. Measured inflows to-date on the Tuolumne River at La Grange have resulted in a nearly average April-July runoff total of 1,105,737 acre-ft (Figure 6).



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



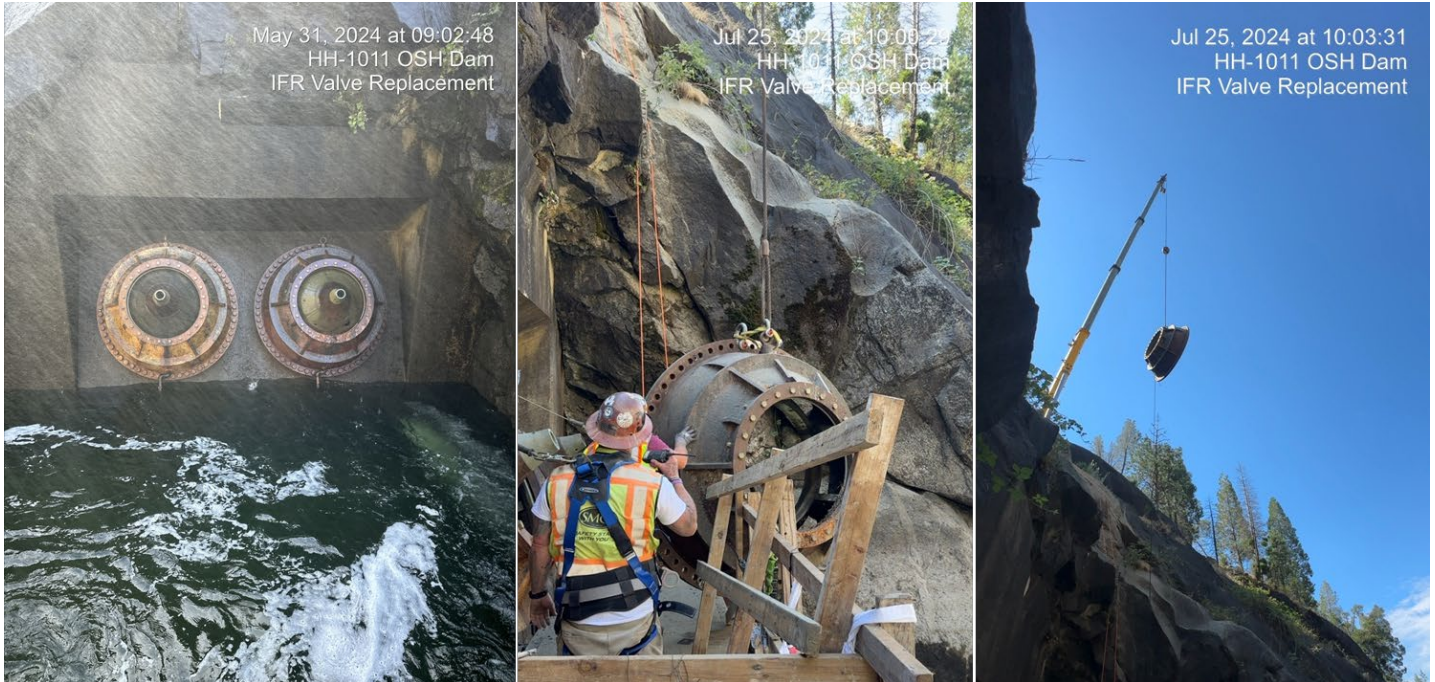
**Figure 5:** Tuolumne River Basin 10 Station Snow Index as of June 1 (red line), based on real time snow pillow Snow Water Equivalent (SWE) measurements in the Tuolumne Basin. Star indicates the average manual snow course measurements in the Tuolumne Watershed. Median Index and example wet and dry years are included with Water Year 2024 for comparison purposes.



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

# San Francisco Public Utilities Commission Hydrological Conditions Report July 2024

B. Barry, C. Graham, H. Forrester, N. Waely  
Prepared August 5, 2024



The instream fish release (IFR) Valve Replacement Project is replacing Valves 12 and 13 (left) at O'Shaughnessy Dam via rope access directly above the Tuolumne River (middle, right). This project is expected to be completed in 2025 and is one of several ongoing projects that will improve the O'Shaughnessy Dam outlet works.

## System Storage

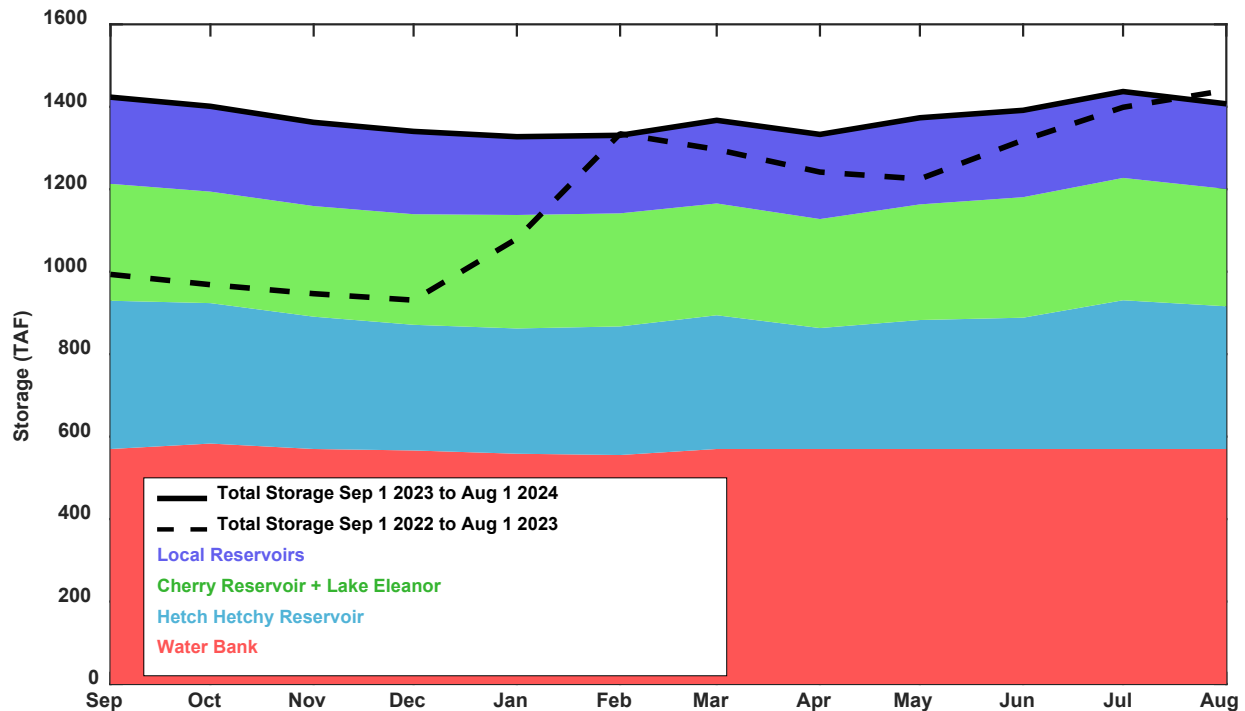
Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1. Current System Storage as of August 1, 2024							
	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	
<b>Tuolumne System</b>							
Hetch Hetchy Reservoir <sup>1</sup>	346,068		360,360		14,292		96%
Cherry Reservoir <sup>2</sup>	258,615		273,345		14,730		95%
Lake Eleanor <sup>3</sup>	26,053		27,100		1,047		96%
Water Bank	570,000		570,000		0		100%
Tuolumne Storage	1,230,534		1,230,805		30,069		98%
<b>Local Bay Area Storage</b>							
Calaveras Reservoir	90,459	29,476	96,670	31,500	6,211	2,024	94%
San Antonio Reservoir	49,756	16,213	52,506	17,109	2,750	896	95%
Crystal Springs Reservoir	52,411	17,078	68,743	22,400	16,333	5,322	76%
San Andreas Reservoir	11,496	3,746	18,898	6,158	7,402	2,412	61%
Pilarcitos Reservoir	2,320	756	3,118	1,016	798	260	74%
Total Local Storage	206,442	67,269	239,936	78,183	33,494	10,914	86%
<b>Total System</b>	<b>1,407,178</b>		<b>1,470,741</b>		<b>63,563</b>		<b>96%</b>

<sup>1</sup> Maximum Hetch Hetchy Reservoir storage with drum gates activated.

<sup>2</sup> Maximum Cherry Reservoir storage with flashboards installed.

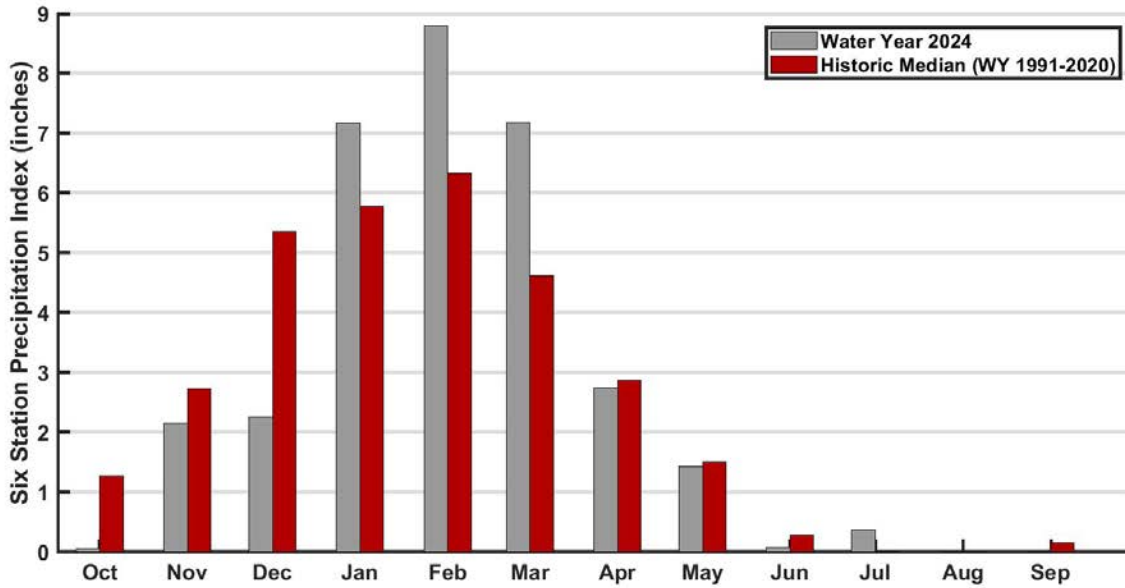
<sup>3</sup> Maximum Lake Eleanor storage with flashboards installed.



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

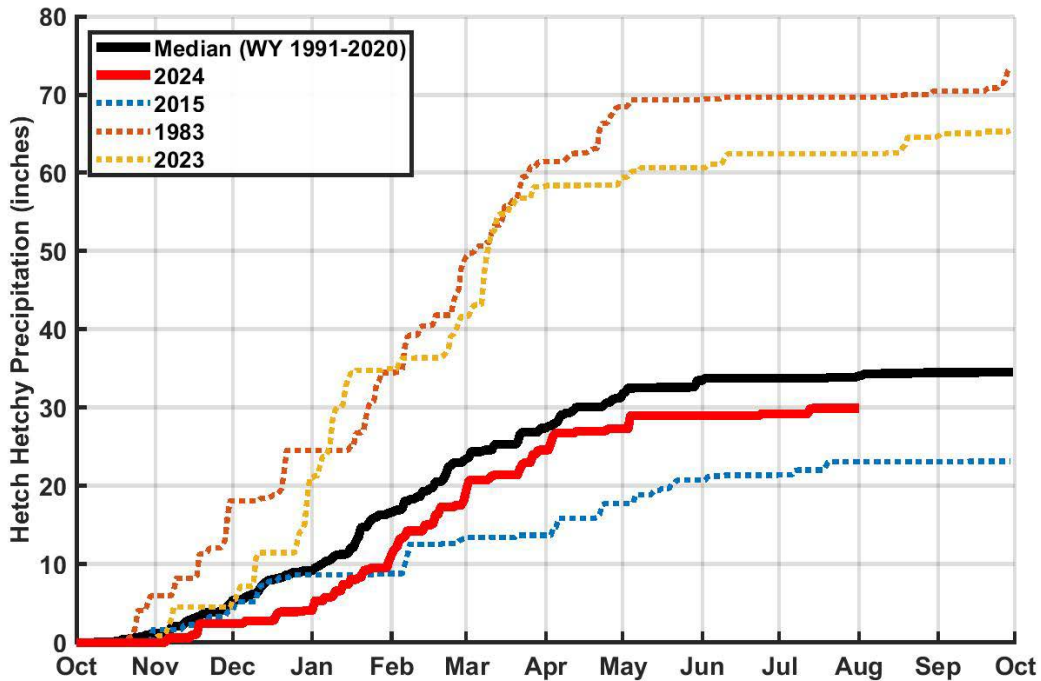
## Hetch Hetchy System Precipitation Index

*Current Month:* The July 2024 six-station precipitation index was 0.24 inches, which is 967% of the 1991-2020 July median.



**Figure 2:** Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of August 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) 2024 is 32.06 inches, which is 104% of the median to-date. The Hetch Hetchy Weather Station received 0.7 inches of precipitation in July resulting in a total of 29.93 inches for WY 2024, or 88% of median for the Water Year to-date. The cumulative WY 2024 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.



**Figure 3:** Water Year 2024 cumulative precipitation measured at Hetch Hetchy Weather Station as of August 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2024 for comparison purposes.



## Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for July 2024 and Water Year 2024 is summarized below in Table 2.

Table 2. Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	July 2024				October 1, 2023 through August 1, 2024			
	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean	Observed Flow	Median <sup>1</sup>	Mean <sup>1</sup>	Percent of Mean
Inflow to Hetch Hetchy Reservoir	14,866	29,426	78,013	19%	608,158	692,727	744,347	82%
Inflow to Cherry Reservoir and Lake Eleanor	1,678	10,474	31,067	5%	456,844	462,114	499,745	91%
Tuolumne River at La Grange	38,557	55,975	131,032	29%	1,690,998	1,636,705	1,900,776	89%
Water Available to City	0	653	61,127	0%	643,192	579,119	868,533	74%

<sup>1</sup>Hydrologic Record: 1991-2020

## Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) remained at 235 MGD throughout July.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 29,552 acre-feet. Hetch Hetchy Reservoir required minimum instream release during July was 125 cfs (Type A). Required minimum instream releases decreased to 110 cfs (Type B) on August 1.

Cherry Reservoir power draft and stream releases totaled 12,413 acre-feet during the month of July. The required minimum instream release from Cherry Reservoir from July 1 until September 30 is 15 cfs.

Lake Eleanor stream releases totaled 1,309 acre-feet during the month of July. 235 acre-feet was transferred to Cherry Reservoir via the Cherry – Eleanor pumping station. The required minimum instream release from Lake Eleanor from July 1 until September 15 is 20 cfs.

## Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant was online for three days and produced 29 MGD. The Sunol Valley Water Treatment Plant production for the month was 18 MGD.

## Regional System Water Delivery

The average July delivery rate was 233 MGD which is an 6% increase over the June delivery rate of 219 MGD.

## Local Precipitation

The rainfall summary for July 2024 and Water Year 2024 is presented in Table 3.

Weather Station Location	July 2024		October 1, 2023 through August 1, 2024	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.03	75%	43.11	129%
Lower Crystal Springs Reservoir	0.01	50%	32.57	147%
Calaveras Reservoir	0.00	0%	24.51	136%

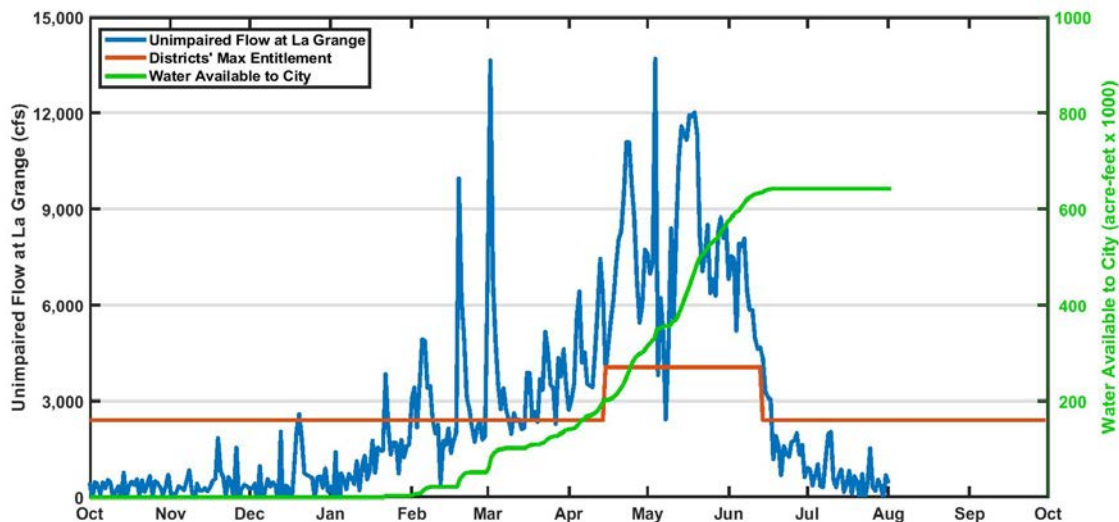
\*Mean Period = WY 1991-2020

## Water Supply and Planned Water Supply Management

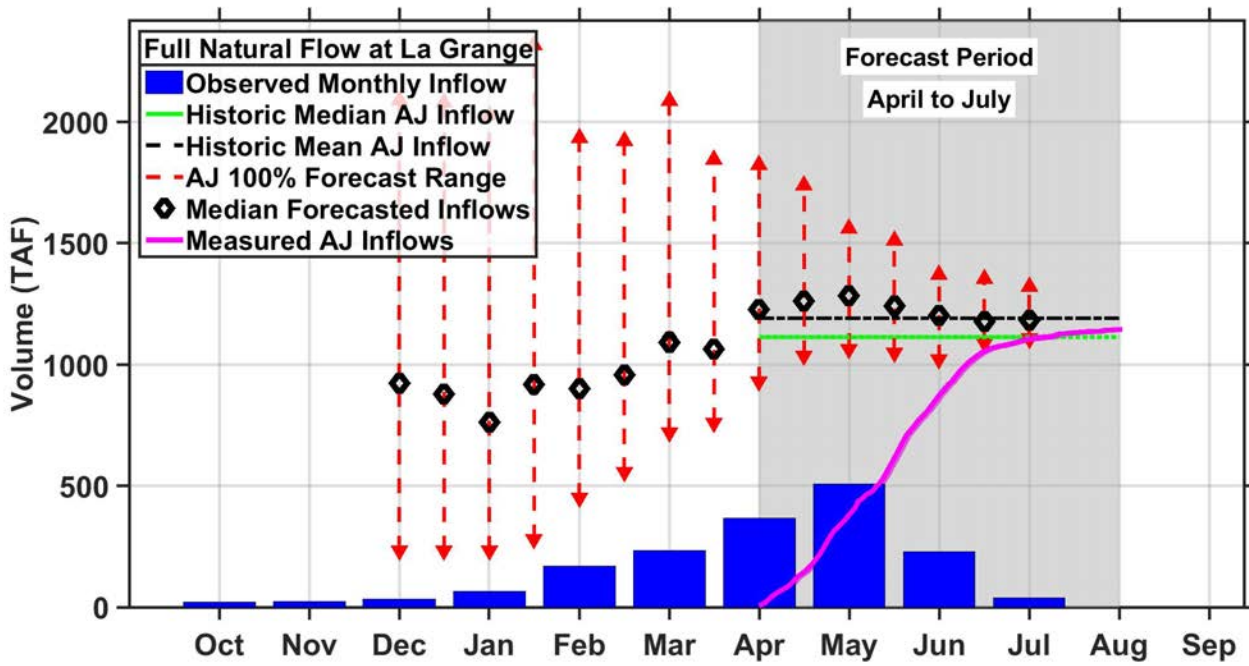
Due to an extreme heat wave at the beginning of July and sustained well above-average temperatures, July 2024 was the hottest July on record and all-time hottest month on record in the HHWP Upcountry Region. Aside from episodic inflows from localized thunderstorms in mid-July, runoff continued to recede towards baseflow conditions and was well below average for the month (Table 2, Figure 4).

Hetch Hetchy Reservoir is drafting via SJPL deliveries, Moccasin Fish Hatchery flows and minimum instream releases. Cherry Reservoir is drafting via scheduled recreational releases, discretionary generation at Holm Powerhouse and minimum instream releases. Lake Eleanor is drafting via minimum instream release. The Cherry-Eleanor Pumps remain deactivated for the season. Water Bank is anticipated to remain full as upcountry reservoir releases and Holm Powerhouse powerdraft will meet or exceed inflows until this fall.

Cumulative Water Available to the City for WY 2024 was 643,192 acre-feet on August 1 (Figure 4). Little to no additional Water Available to the City is expected in WY 2024. Measured inflows to-date on the Tuolumne River at La Grange have resulted in April-July runoff (1,114,294 acre-ft) between the median and mean of the 1991 and 2020 period (Figure 5).



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



**Figure 5:** 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:** August 13, 2024

**Report**

**Date:** August 9, 2024

**Agenda**

**Title:** Notice of Completion – Nunes Water Treatment Plant Upgrades Project

---

**Recommendation/Motion:**

**That the Board of Directors take the following actions:**

- (1) Accept the Nunes Water Treatment Plant Upgrades Project as complete.**
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.**
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.**

**Background**

Coastside County Water District entered into a contract with Ranger Pipelines, Inc. on May 28, 2021, for the Nunes Water Treatment Plant Upgrades Project.

The work consisted of Filter improvements to four existing filters including media replacement, underdrain replacement, addition of air scour system and blowers, new filter-to-waste pumps and piping, and associated electrical/instrumentation improvements; Addition of a new plate settler sedimentation basin and associated electrical/instrumentation Work; Chemical system improvements including the addition of a caustic soda bulk tank and transfer Pump; Concrete repair and coating for the filters and existing clearwell; Other process improvements including replacement and addition of valves, flowmeters, and misc. piping; Civil improvements including a soil-nail retaining wall, asphalt pavement, aggregate based access road, site drainage and grading; Electrical improvements including addition of a new MCC and misc. electrical improvements. The work is located within parcels of land owned by the Coastside County Water District. The Nunes Water Treatment Plant is located at 500 Lewis Foster Drive, in the unincorporated community of Half Moon Bay, California in San Mateo County (Assessor Parcel Number 056-320-090).

The work was completed on June 27, 2024. The project was constructed according to District specifications.

**Fiscal Impact:** None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name  
Street  
Address  
City &  
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

### NOTICE OF COMPLETION

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

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

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

3. On August 13, 2024, there was completed upon the hereinafter described real property a work of improvement as a whole named Nunes Water Treatment Plant Upgrades Project. The work consisted of Filter improvements to four existing filters including media replacement, underdrain replacement, addition of air scour system and blowers, new filter-to-waste pumps and piping, and associated electrical/instrumentation improvements; Addition of a new plate settler sedimentation basin and associated electrical/instrumentation Work; Chemical system improvements including the addition of a caustic soda bulk tank and transfer Pump; Concrete repair and coating for the filters and existing clearwell; Other process improvements including replacement and addition of valves, flowmeters, and misc. piping; Civil improvements including a soil-nail retaining wall, asphalt pavement, aggregate based access road, site drainage and grading; Electrical improvements including addition of a new MCC and misc. electrical improvements.

4. The name of the original contractor for the work of improvement as a whole was: Ranger Pipelines, Inc., 1790 Yosemite Ave., P. O. Box 24109, San Francisco, CA 94124

5. The real property herein referred to is situated in the County of San Mateo, California as described as follows:

*The work is located within parcels of land owned by the Coastside County Water District. The Nunes Water Treatment Plant is located at 500 Lewis Foster Drive, in the unincorporated community of Half Moon Bay, California in San Mateo County (Assessor Parcel Number 056-320-090).*

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY: \_\_\_\_\_  
Mary Rogren, Secretary

**VERIFICATION**

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

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

Executed on August 13, 2024, at Half Moon Bay, California  
(Date) (Place where signed)

By: \_\_\_\_\_  
Mary Rogren  
Secretary of the District

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** August 13, 2024

### **Report**

**Date:** August 9, 2024

### **Agenda**

**Title:** Notice of Completion – Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project

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### **Recommendation/Motion:**

**That the Board of Directors take the following actions:**

- (1) Accept the Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project as complete.**
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.**
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.**

### **Background**

Coastside County Water District entered into a contract with Golden Bay Construction Inc., Inc. on November 14, 2023, for the Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project.

The work consisted of installation of approximately 215 ft of 10-inch ductile iron pipe water line, one 10-inch tee, two 10-inch gate valves and appurtenances. Installation of approximately 585 ft of 10" flexible fabric reinforced pipe liner, connection of new water main, reconnection of liner to existing 10-inch water main, reconnection of three existing services and surface restoration. The site of the work is located in Miramar, unincorporated Half Moon Bay, San Mateo County, California. All work was within the existing street and public utility right of way area.

The work was completed on June 27, 2024. The project was constructed according to District specifications.

**Fiscal Impact:** None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

**NOTICE OF COMPLETION**

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

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

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

3. On August 13, 2024, there was completed upon the hereinafter described real property a work of improvement as a whole named Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project. The work consisted of installation of approximately 215 ft of 10-inch ductile iron pipe water line, one 10-inch tee, two 10-inch gate valves and appurtenances. Installation of approximately 585 ft of 10" flexible fabric reinforced pipe liner, connection of new water main, reconnection of liner to existing 10-inch water main, three existing services and surface restoration.

4. The name of the original contractor for the work of improvement as a whole was: Golden Bay Construction, Inc., 3826 Depot Road, Hayward, CA 94545.

5. The real property herein referred to is situated in the County of San Mateo, California as described as follows:

*The site of the work is located in Miramar, unincorporated Half Moon Bay, San Mateo County, California. All work was within the existing street and public utility right of way area.*

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY: \_\_\_\_\_  
Mary Rogren, Secretary



**VERIFICATION**

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

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

Executed on August 13, 2024, at Half Moon Bay, California  
(Date) (Place where signed)

By: \_\_\_\_\_  
Mary Rogren  
Secretary of the District

## **STAFF REPORT**

**To:** Board of Directors

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

**Agenda:** August 13, 2024

**Report Date:** August 9, 2024

**Agenda Title:** Schedule a Public Hearing on Proposed Rate Adjustments and Authorize the Issuance of a Notice of Public Hearing for Proposed Rate Increases effective January 20, 2025, January 19, 2026, and January 18, 2027

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### **Recommendation/Motion:**

**Schedule a Public Hearing for Tuesday, November 12, 2024 at 7:00 p.m. during the Regular Board of Directors' Meeting on proposed rate adjustments and authorize the issuance of a Notice of Public Hearing for the proposed rate increases effective January 20, 2025, January 19, 2026, and January 18, 2027.**

### **Background:**

At its November 14, 2023 meeting, the Board of Directors authorized Water Resources Economics, LLC. ("WRE") to conduct a comprehensive water rate study consisting of:

- A five-year Financial Plan;
- A Cost-of-Service Analysis based on the most recent financial data and customer use characteristics;
- Rate Design, including a three-year water rate schedule effective January 2025, January 2026, and January 2027 and corresponding three-year Water Shortage Rates; and
- Rate Study documentation including a 2024 Water Rate Study Report documenting the proposed rate development process and providing support and transparency in consideration of Proposition 218 requirements.

This staff report provides a summary-level view of the 2024 Water Rate Study process undertaken by WRE and staff, and the resulting proposals for water rate increases and capital project financing. Numerous Committee and Board of Director meetings, together with frequent working sessions by staff and WRE, have led to the completion of the 2024 Water Rate Study and the proposed rate adjustments.

(See <https://coastsidewater.org/resources/reports-and-studies/> to view the 2024 Water Rate Study dated July 9, 2024.)

**STAFF REPORT****Agenda: August 13, 2024****Subject: Draft Notice of Public Hearing****Page : 2**

The process timelines associated with the District’s O&M budget, CIP plan, and Water Rate Study are presented below as a means of documenting the significant milestones in support of the District’s development of its proposed water rate adjustments.

### **FY 24-25 Budget (O&M and CIP) and Water Rate Study – Process Timeline**

<b>Date</b>	<b>Description</b>
February 13, 2024	Facilities Committee - Capital Improvement Program (CIP) Review
March 11, 2024	Finance Committee - Review of Draft O&M / CIP Budgets
March 12, 2024 Regular Board Meeting	Present Draft O&M and CIP Budgets and Rate Study Timeline for Board Review
March 20, 2024	Finance Committee Review of Draft “Water Financial Plan and Rate Update Study” prepared by consultants from Water Resources Economics (WRE)
March 29, 2024	Facilities Committee - Capital Improvement Program (CIP) Review
April 29, 2024	Finance Committee Review of Draft “Water Financial Plan and Rate Update Study” prepared by WRE
April 30, 2024 <i>Special Board Meeting</i>	Board Workshop - Review of Draft “Water Financial Plan and Rate Update Study” prepared by WRE.
May 1, 2024	Facilities Committee - Capital Improvement Program (CIP) Review
May 14, 2024	Facilities Committee - Review of Draft CIP Budget
May 14, 2024 Regular Board Meeting	Board Presentation of Draft O&M and CIP Budget
May 21, 2024	Finance Committee Review of Draft O&M/CIP Budgets and WRE’s Draft Water Shortage Rates.
June 11, 2024 <i>Special Board Meeting</i>	Board Presentation by WRE of draft Water Shortage Rates and Water Rate Study/Financial Plan
June 11, 2024 Regular Board Meeting	Board Approval of FY24-25 O&M/CIP Budgets
June 25, 2024	Finance Committee Review of Draft “Water Financial Plan and Rate Update Study” Report prepared by WRE, including Water Shortage Rates
July 9, 2024 Regular Board Meeting	Board Received “2024 Water Rate Study” – prepared by WRE
August 13, 2024 Regular Board Meeting	Review Draft Prop 218 Notice. Schedule a Public Hearing on Proposed Rate Adjustments and Authorize Issuance of Notice of Public Hearing (Prop 218 Notice)
Week of September 16, 2024	Prop 218 Notice re: Public Hearing - written notice mailed to customers and noticed in the Daily Journal and the Half Moon Bay Review.
Mid-September, 2024	Customer Outreach: Social Media message: “Understanding Proposed Rate Increase”
November 12, 2024	Public Hearing – Prop 218 – Approve Rate Adjustments to be effective January 2025, January 2026, and January 2027
January 20, 2025	Rate Change Year 1 Effective

**Financial Plan:**

Staff took the first step toward the development of the Water Financial Plan by reviewing drafts of the FY 2024/25 Operating and Maintenance (O&M) budget and the FY 2024/25 through 2033/34 Capital Improvement Program (CIP) plan with the Finance and Facilities Committees in February and March, 2024. During this same period, staff worked with WRE to support their development of a five-year interactive financial model that was first presented to the Finance Committee in late March, 2024. With WRE's assistance, Committee members were able to determine the effect of various water rate increases and capital project financing assumptions on the District's cash reserves and on each of the District's customer types. This same interactive process was used in a Finance Committee review on April 29, 2024 as well as by the Board of Directors at a Special Board meeting/workshop held on April 30, 2024. Considering the District's Reserve Policy targets and its O&M budget and CIP plans, WRE's interactive financial model enabled the Board to view the results of several combinations of water rate increases and capital financing assumptions to determine their proposed Water Financial Plan. The resulting financial plan assumes an 8% increase in January 2025, an 8% increase in January 2026, and an 8% increase in January 2027, along with \$8 Million of debt financing to fund CIP projects in Fiscal Year 2025.

**Cost of Service Analysis:**

Following the completion of the Water Financial Plan, WRE completed a Cost of Service Analysis, which is the fundamental benchmark used to establish utility rates in the United States. The District must comply with the substantive requirements of California's Proposition 218 and Proposition 26. The cost-of-service analysis is used to allocate/recover the District's costs to users in proportion to their use of the system, recognizing the impact of each customer class on system facilities and operations.

As stated by WRE, the cost-of-service analysis is "revenue neutral" meaning the cost-of-service based water rates collect the same amount of revenue as the District expects to collect in FYE 2024 based on its current water rates. These "revenue neutral" rates are then adjusted based on the draft water financial plan using the proposed 8% per year revenue increase to be effective January 2025, January 2026, and January 2027 to arrive at the District's proposed water rates.

**Rate Design:**

The District's existing rate structure was evaluated by WRE and no potential changes were identified. The District's rate structure includes fixed Monthly Base Charges, fixed Monthly Fire Service Charges, and Quantity Charges. Base Charges are assessed based on meter size, as are Fire Service Charges. Effective January 20, 2025, Fire Service Charges will be calculated utilizing an updated methodology that considers the fire capacity of the diameter of the pipe based on the Hazen-Williams equation rather than using the current existing linear factor. Quantity Charges are assessed per unit (defined as 100 cubic feet or "hcf") based on customer type (Residential, Multi-Family, and All Other Customers). In the case of Residential customers, three rate tiers are utilized: Tier 1 (1-4 units), Tier 2 (5-8 units), and Tier 3 (9+ units).

All of the above-mentioned proposed rates are set forth in the attached draft Proposition 218 Notice of Public Hearing (Exhibit A).

### **Water Shortage Rates:**

Having established the draft Water Financial Plan, draft Cost-of-Service Analysis, and draft Water Rates, WRE calculated proposed Water Shortage Rates. The District's Water Shortage Rates are a tool for the District to effectively respond to water shortage emergencies while maintaining operational reliability and financial sufficiency and are thus designed to recover the costs of a shortage, which include:

- Loss of Quantity Charge revenues;
- Water supply cost differences; and
- Other shortage-related O&M expenses.

On May 21, 2024, the Finance Committee received its first view of potential changes to the District's Water Shortage rates, which were the focus of a Special Board meeting held on June 11, 2024. The proposed Water Shortage Rates represent the maximum that the Board could elect to implement at each stage in a water emergency. Further, Water Shortage Rates can only go into effect if the Board takes the following two actions: 1) A water shortage emergency must be declared by the Board of Directors; and 2) the Board must take action to implement the Water Shortage Rates. In addition, written notice must be mailed to all customers at least 30 days prior to implementing the Water Shortage Rates.

The proposed water shortage rates are set forth in the attached draft Proposition 218 Notice of Public Hearing (Exhibit A).

### **SFPUC Pass-Through Wholesale Water Shortage Rates or Surcharges:**

If SFPUC imposes an additional wholesale charge to the cost of water as a result of a water shortage, the District may pass through the additional SFPUC per unit wholesale charge as set forth in Section 3.P of the District's Rate and Fee Schedule.

### **Summary of Proposed Rates:**

At the July 9, 2024 Regular Board of Directors' Meeting, the Board received the 2024 Water Rate Study Report prepared by Water Resources Economics, LLC. The Water Rate Study Report provides the administrative record that complies with the Proposition 218 requirements and that shows the nexus between the cost of providing water service and the rates that are charged to customers. The District is proposing three years of rate increases for water services, as shown on pages 3-6 of the attached draft Notice of Public Hearing. The proposed rate increases will support the District's revenue requirement of up to an overall 8% annual increase in total operating revenues for each of the next three years, and if approved, the proposed rate increases will become effective on January 20, 2025 for year 1, on January 19, 2026 for year 2, and on January 18, 2027 for year 3.

Because the District's cost structure and customer usage characteristics have changed since the last cost of service study was completed in 2018, the adjustments to water rates across each customer class and residential tier will vary in magnitude. In other words, for the proposed increase effective January 20, 2025, some rates and charges will be lower or higher than the proposed up to 8% increase, and some customers will see lower or higher water bills than the proposed up to 8% increase to the District's overall revenue requirement. For the proposed up to 8% increase to be effective on January 19, 2026 and on January 18, 2027, the increase will be applied proportionately across all of the previous year's rates.

In addition, the District is proposing adjustments to its Water Shortage Rates to be effective January 20, 2025 for year 1, January 19, 2026 for year 2, and January 18, 2027 for year 3.

**Schedule a Public Hearing and Authorize Issuance of Proposition 218 Notice:**

In order to comply with the requirements of Proposition 218, the recommended Board action would schedule a public hearing for Tuesday, November 12, 2024 at 7:00 p.m. during the regular Board of Directors meeting and authorize issuance of a Notice of a Public Hearing to amend the District's Rate and Fee Schedule to adjust rates effective January 20, 2025, January 19, 2026, and January 18, 2027. Following the public hearing, the Board can adopt the amendment to the Rate and Fee Schedule. If a majority of affected property owners submit written protests, the amendment cannot be adopted.

A draft of the proposed Proposition 218 Notice of Public Hearing is attached as Exhibit A and includes all the proposed rate adjustments and additional information.

**Statute of Limitations for Challenging Proposed Rates:**

Pursuant to California Government Code section 53759, there is a 120-day statute of limitations for challenging all the rates set forth in the attached Proposition 218 Notice of Public Hearing from the date the Board of Directors adopts the resolution amending the Rate and Fee Schedule that approves these rates.

**Attachments:**

**Exhibit A:**

**Draft Notice of Public Hearing – Proposed Amendments to the Rate and Fee Schedule**

The 2024 Water Rate Study prepared by Water Resource Economics LLC may be viewed at <https://coastsidewater.org/resources/reports-and-studies/>

# Coastside County Water District



## Notice of Public Hearing

Basis for Proposed Adjustments to All Rates

Adjustments to Rates for Water Services

Adjustments for Water Shortage Rates

Implementation of Water Shortage Rates

How to Protest

Public Hearing Details

*Coastside County Water District is committed to providing our customers with reliable, high-quality drinking water and services, while maintaining its facilities and infrastructure. The District's capital improvement program (\$69 Million planned for years 2024-2033) provides that the District's infrastructure is replaced at the end of its life cycle and upgraded to meet current seismic standards.*

## Notice of Public Hearing

### Proposed Amendments to the Rate and Fee Schedule Effective January 20, 2025, January 19, 2026, and January 18, 2027

The Coastside County Water District ("District") Board of Directors will hold a Public Hearing at 7:00 PM on Tuesday, November 12, 2024, during a regular Board of Directors' meeting.

The Board of Directors will consider adoption of water rates that are proposed to be effective January 20, 2025, January 19, 2026, and January 18, 2027 that will affect all water customers. Interested persons are encouraged to attend the November 12, 2024 meeting and comment. The public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link or teleconference phone number provided on page 8 of this notice.

The District is proposing three years of rate increases for water services, as shown on pages 2,3, and 4 of this notice. The proposed rate increases will support the District's revenue requirement of up to an overall 8% annual increase in total operating revenues for each of the next three years, and if approved, the proposed rate increases will become effective on January 20, 2025 for year 1, on January 19, 2026 for year 2, and on January 18, 2027 for year 3.

In addition, the District is proposing adjustments to its Water Shortage Rates to be effective January 20, 2025 for year 1, January 19, 2026 for year 2, and January 18, 2027 for year 3 as shown on pages 6 and 7.

All references to "rates" in this notice include both rates for Water Services and Water Shortage Rates.

**Basis for Proposed Adjustments to All Rates**

The basis for the proposed increase in rates is described in the 2024 Water Rate Study, dated July, 2024 and prepared by the District’s water rate consultant Water Resources Economics, LLC. Copies of the 2024 Water Rate Study, the District’s Operations Budget for FY2024-2025, and the FY 2024-2025 to FY 2033-FY2034 Capital Improvement Program are available online at <https://coastsidewater.org/resources/reports-and-studies/>.

The 2024 Water Rate Study includes an updated cost-of-service analysis which is used to allocate and recover costs from customers in proportion to their use of the system, recognizing the impact of each customer class (residential, multi-family, and non-residential) on system facilities and operations. Because the District’s cost structure and customer usage characteristics have changed since the last cost of service study was completed in 2018, the adjustments to water rates across each customer class and residential tier will vary in magnitude. In other words, for the proposed increase effective January 20, 2025, some rates and charges will be lower or higher than the proposed up to 8% increase, and some customers will see lower or higher water bills than the proposed up to 8% increase to the District’s overall revenue requirement. For the proposed up to 8% increase to be effective on January 19, 2026 and on January 18, 2027, the increase will be applied proportionately across all of the previous year’s rates.

**Table 1** shows examples of the impact on residential bills of the proposed rate changes by comparing current bills with the proposed bills as of January 20, 2025, at various levels of water usage for residences without fire service: the average single-family residential customer using 5 units monthly will pay an additional \$7.82 per month.

**Table 1 - Example of Single Family Residential Monthly Water Bills Without Fire Service**

Customer Usage Profile	Monthly Usage (units)	Current Bill	Proposed Bill 1/20/25	Difference (\$)	Difference (%)
Very Low Usage	1	\$47.21	\$50.67	\$3.46	7.3%
Low Usage	2	\$58.61	\$62.98	\$4.37	7.5%
Median Usage	4	\$81.41	\$87.60	\$6.19	7.6%
Average Usage	5	\$98.07	\$105.89	\$7.82	8.0%
High Usage	7	\$131.39	\$142.47	\$11.08	8.4%
Very High Usage	10	\$188.37	\$205.06	\$16.69	8.9%

- 1 unit = 748 gallons = 100 cubic feet = 1 hcf
- Bill amount includes base charge plus consumption (quantity) charge.
- Rates effective January 19, 2026 will be 8% above the January 20, 2025 rates, and rates effective January 18, 2027 will be 8% above the January 19, 2026 rates.

**Table 2** shows examples of single family residential bills at various levels of water usage for residences with fire service, once again by comparing current bills with the proposed bills as of January 20, 2025: the average single family residential customer using 5 units monthly will pay an additional \$9.18 per month.

**Table 2 - Example of Single Family Residential Monthly Water Bills With Fire Service**

Customer Usage Profile	Monthly Usage (units)	Current Bill	Proposed Bill 1/20/25	Difference (\$)	Difference (%)
Very Low Usage	1	\$55.22	\$60.04	\$4.82	8.7%
Low Usage	2	\$66.62	\$72.35	\$5.73	8.6%
Median Usage	4	\$89.42	\$96.97	\$7.55	8.4%
Average Usage	5	\$106.08	\$115.26	\$9.18	8.7%
High Usage	7	\$139.40	\$151.84	\$12.44	8.9%
Very High Usage	10	\$196.38	\$214.43	\$18.05	9.2%



### **Adjustments to Rates for Water Services**

The proposed adjustments to rates for water services are necessitated by inflationary adjustments in operating expenses; funding of the District’s Capital Improvement Program; and maintaining the District’s reserves.

**Table 3 - MONTHLY BASE CHARGES – Current and Proposed**

<b>Meter Size (inches)</b>	<b>Current Rates</b>	<b>Effective 1/20/25</b>	<b>Effective 1/19/26</b>	<b>Effective 1/18/27</b>
5/8	\$35.81	\$38.36	\$41.43	\$44.75
3/4	\$52.92	\$53.32	\$57.59	\$62.20
1	\$87.10	\$83.26	\$89.93	\$97.13
1.5	\$172.59	\$158.09	\$170.74	\$184.40
2	\$275.18	\$247.89	\$267.73	\$289.15
3	\$600.02	\$532.27	\$574.86	\$620.85
4	\$1,078.79	\$951.34	\$1,027.45	\$1,109.65
6	n/a	\$2,028.96	\$2,191.28	\$2,366.59

**Table 4 - WATER RATE QUANTITY CHARGE PER UNIT OF WATER – Current and Proposed**

<b>Customer Classification</b>	<b>Current Rates</b>	<b>Effective 1/20/25</b>	<b>Effective 1/19/26</b>	<b>Effective 1/18/27</b>
Single Family Residential – Tier 1	\$11.40	\$12.31	\$13.30	\$14.37
Single Family Residential – Tier 2	\$16.66	\$18.29	\$19.76	\$21.35
Single Family Residential – Tier 3	\$20.16	\$22.15	\$23.93	\$25.85
Multi-Family	\$15.19	\$14.69	\$15.87	\$17.14
All Other Customers	\$16.19	\$17.60	\$19.01	\$20.54

Effective January 20, 2025, Fire Service Charges will be calculated utilizing an updated methodology that considers the fire capacity of the diameter of the pipe based on the Hazen-Williams equation rather than using the current existing linear factor.

**Table 5 –MONTHLY FIRE SERVICE CHARGE – Current and Proposed**

<b>Meter Size (inches)</b>	<b>Current Rates</b>	<b>Effective 1/20/25</b>	<b>Effective 1/19/26</b>	<b>Effective 1/18/27</b>
3/4	\$6.01	\$8.87	\$9.58	\$10.35
1	\$8.01	\$9.37	\$10.12	\$10.93
1.5	\$12.02	\$11.19	\$12.09	\$13.06
2	\$16.02	\$14.31	\$15.46	\$16.70
3	\$24.03	\$25.52	\$27.57	\$29.78
4	\$32.04	\$44.86	\$48.45	\$52.33
6	\$48.06	\$114.26	\$123.41	\$133.29
8	\$64.08	\$233.97	\$252.69	\$272.91
10	\$80.10	\$414.03	\$447.16	\$482.94

### **Adjustments for Water Shortage Rates**

Living in California means that Californians may be faced with water shortages during drought conditions, natural disasters, or catastrophic infrastructure failures. In its current Water Shortage Contingency Plan\*, adopted in June, 2021 (required by California Water Code Section 10632), District staff outlined recommended actions and procedures for managing water supply and demand during water shortages during each of six water shortage levels, described as stages.

\*The District’s Water Shortage Contingency Plan can be found in the District’s Urban Water Management Plan. Both plans can be found on the District’s website at <https://coastsidewater.org/resources/reports-and-studies/>.

These stages are:

- 1) Water Shortage Advisory | Up to 10% water shortage
- 2) Water Shortage Emergency Warning | Up to a 20% water shortage
- 3) Water Shortage Emergency | Up to 30% water shortage
- 4) Water Shortage Severe Emergency | Up to 40% water shortage
- 5) Water Shortage Extreme Emergency | Up to 50% water shortage
- 6) Water Shortage Catastrophic Emergency | > 50% water shortage

Successful water rationing programs result in reduced water sales and increased costs to incorporate changes to the District’s water supply sources. Expenditures do not decline in proportion to reduced sales because a large part of expenditures are related to fixed capital costs, maintenance, and operations.

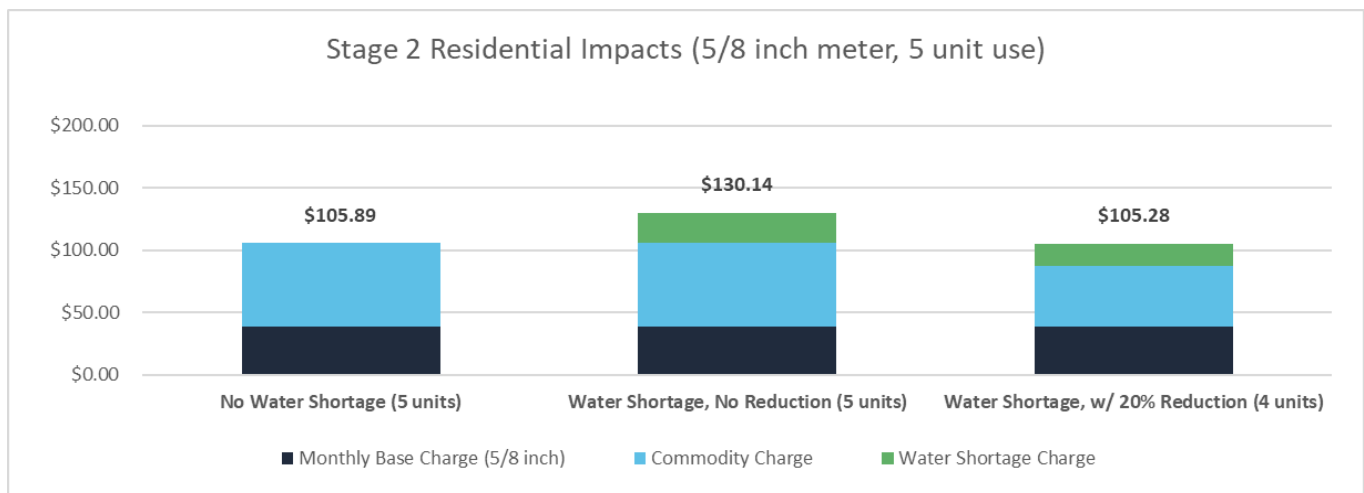
The District is proposing to adjust its Water Shortage Rates (that correspond to the six water shortage stages listed above and that are included in the District’s current Rate and Fee Schedule) to incorporate the update to rates for water services proposed in this public notice.

The basis for the proposed adjustment to the Water Shortage Rates is described in the 2024 Water Rate Study dated July, 2024 and prepared by Water Resources Economics, LLC.

The Water Shortage Rates allow for the District to reliably recover the necessary revenue to fully fund the water system in times of requested and mandated reductions in water use. An example of the impact of Water Shortage Rates is shown in **Table 6**. A typical single family residential customer in normal water years uses 5 units of water per month. In a Stage 2 Water Shortage, if this customer reduces water consumption by the required 20%, the customer will see a bill that is similar to what they received in normal water years. If the customer does not reduce consumption, then this customer would pay an additional \$24.25 for water service.

**Table 6 - Single Family Residential (5/8"Meter, 5 units, Stage 2 Water Shortage)**

Bill Component	No Water Shortage	Water Shortage, No Reduction in Use	Water Shortage, 20% Reduction in use
Monthly Base Charge	\$38.36	\$38.36	\$38.36
Usage (Quantity) Charge	\$67.53	\$67.53	\$49.24
Water Shortage Charge	\$0	\$24.25	\$17.68
Total Monthly Bill	\$105.89	\$130.14	\$105.28



## Implementation of Water Shortage Rates During a Water Shortage Emergency

**Water Shortage Rates are not automatically applied during a water shortage. The decision to implement Water Shortage Rates is discretionary and made by the Board of Directors.** The Water Shortage Rates represent the maximum rate levels that could be charged per unit during the six Water Shortage Emergency Stages. Water shortage rates can only go into effect if the Board of Directors takes the following two actions: 1) A Water Shortage Stage must be declared by the Board; 2) The Board must take action to implement the Water Shortage Rates. In addition, the District is required to provide written notice of the proposed rate changes to all customers 30 days prior to their effective date.

**Table 7** shows the current and proposed incremental **Water Shortage Rates - Quantity Charge**, meaning these rates would be added to the District’s customers’ then-current “baseline” (non-shortage) **Water Rate Quantity Charge Per Unit** of Water shown in **Table 4** above.

**Table 7 – Proposed Water Shortage Rates Quantity Charge (Monthly Rates Per Unit)**

Customer Type	Baseline (no water shortage)	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>As of 1/18/24 (current)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$0.00	\$2.57	\$4.58	\$6.48	\$9.03	\$13.67	\$27.17
Tier 2 (5-8 units)	\$0.00	\$3.75	\$6.69	\$9.47	\$13.20	\$19.98	\$39.71
Tier 3 (9+ units)	\$0.00	\$4.53	\$8.10	\$11.46	\$15.97	\$24.18	\$48.05
Multi-Family	\$0.00	\$3.42	\$6.10	\$8.64	\$12.03	\$18.22	\$36.20
All Other Customers	\$0.00	\$3.64	\$6.50	\$9.21	\$12.83	\$19.42	\$38.59
<b>Effective 1/20/25 (proposed)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$0.00	\$1.86	\$4.42	\$6.66	\$10.50	\$14.13	\$19.58
Tier 2 (5-8 units)	\$0.00	\$2.77	\$6.57	\$9.89	\$15.60	\$20.99	\$29.08
Tier 3 (9+ units)	\$0.00	\$3.35	\$7.95	\$11.97	\$18.89	\$25.42	\$35.22
Multi-Family	\$0.00	\$2.22	\$5.27	\$7.94	\$12.53	\$16.86	\$23.36
All Other Customers	\$0.00	\$2.66	\$6.32	\$9.51	\$15.01	\$20.20	\$27.98
<b>Effective 1/19/26 (proposed)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$0.00	\$2.01	\$4.78	\$7.20	\$11.34	\$15.27	\$21.15
Tier 2 (5-8 units)	\$0.00	\$3.00	\$7.10	\$10.69	\$16.85	\$22.67	\$31.41
Tier 3 (9+ units)	\$0.00	\$3.62	\$8.59	\$12.93	\$20.41	\$27.46	\$38.04
Multi-Family	\$0.00	\$2.40	\$5.70	\$8.58	\$13.54	\$18.21	\$25.23
All Other Customers	\$0.00	\$2.88	\$6.83	\$10.28	\$16.22	\$21.82	\$30.22
<b>Effective 1/18/27 (proposed)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$0.00	\$2.18	\$5.17	\$7.78	\$12.25	\$16.50	\$22.85
Tier 2 (5-8 units)	\$0.00	\$3.24	\$7.67	\$11.55	\$18.20	\$24.49	\$33.93
Tier 3 (9+ units)	\$0.00	\$3.91	\$9.28	\$13.97	\$22.05	\$29.66	\$41.09
Multi-Family	\$0.00	\$2.60	\$6.16	\$9.27	\$14.63	\$19.67	\$27.25
All Other Customers	\$0.00	\$3.12	\$7.38	\$11.11	\$17.52	\$23.57	\$32.64

**Table 8 shows** the current and proposed combined Water Shortage Rates - Quantity Charge plus the then-current Baseline Water Rate Quantity Charge per UNIT by Water Shortage Stage.

**Table 8 – Proposed Combined Water Shortage Rates - Quantity Charge + Baseline Water Rate Quantity Charge**  
(Monthly Rates per Unit)

Customer Type	Baseline (no water shortage)	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>As of 1/18/24 (current)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$11.40	\$13.97	\$15.98	\$17.88	\$20.43	\$25.07	\$38.57
Tier 2 (5-8 units)	\$16.66	\$20.41	\$23.35	\$26.13	\$29.86	\$36.64	\$56.37
Tier 3 (9+ units)	\$20.16	\$24.69	\$28.26	\$31.62	\$36.13	\$44.34	\$68.21
Multi-Family	\$15.19	\$18.61	\$21.29	\$23.83	\$27.22	\$33.41	\$51.39
All Other Customers	\$16.19	\$19.83	\$22.69	\$25.40	\$29.02	\$35.61	\$54.78
<b>Effective 1/20/25 (proposed)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$12.31	\$14.17	\$16.73	\$18.97	\$22.81	\$26.44	\$31.89
Tier 2 (5-8 units)	\$18.29	\$21.06	\$24.86	\$28.18	\$33.89	\$39.28	\$47.37
Tier 3 (9+ units)	\$22.15	\$25.50	\$30.10	\$34.12	\$41.04	\$47.57	\$57.37
Multi-Family	\$14.69	\$16.91	\$19.96	\$22.63	\$27.22	\$31.55	\$38.05
All Other Customers	\$17.60	\$20.26	\$23.92	\$27.11	\$32.61	\$37.80	\$45.58
<b>Effective 1/19/26 (proposed)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$13.30	\$15.31	\$18.08	\$20.50	\$24.64	\$28.57	\$34.45
Tier 2 (5-8 units)	\$19.76	\$22.76	\$26.86	\$30.45	\$36.61	\$42.43	\$51.17
Tier 3 (9+ units)	\$23.93	\$27.55	\$32.52	\$36.86	\$44.34	\$51.39	\$61.97
Multi-Family	\$15.87	\$18.27	\$21.57	\$24.45	\$29.41	\$34.08	\$41.10
All Other Customers	\$19.01	\$21.89	\$25.84	\$29.29	\$35.23	\$40.83	\$49.23
<b>Effective 1/18/27 (proposed)</b>							
Single Family Residential							
Tier 1 (1-4 units)	\$14.37	\$16.55	\$19.54	\$22.15	\$26.62	\$30.87	\$37.22
Tier 2 (5-8 units)	\$21.35	\$24.59	\$29.02	\$32.90	\$39.55	\$45.84	\$55.28
Tier 3 (9+ units)	\$25.85	\$29.76	\$35.13	\$39.82	\$47.90	\$55.51	\$66.94
Multi-Family	\$17.14	\$19.74	\$23.30	\$26.41	\$31.77	\$36.81	\$44.39
All Other Customers	\$20.54	\$23.66	\$27.92	\$31.65	\$38.06	\$44.11	\$53.18

**San Francisco Public Utility Commission (SFPUC) Pass-Through Wholesale Water Shortage Rates or Surcharges:** If the SFPUC imposes an additional wholesale charge to the cost of water as a result of a water shortage, the District may pass-through the additional SFPUC per unit wholesale charge as set forth in Section 3.P of the District's Rate and Fee Schedule.

## **How to Protest**

Proposition 218 allows a property owner/customer responsible for paying the water bill to respond to proposed rate increases prior to the close of the public hearing. If you wish to protest the proposed rate changes, the District must receive your **written** protest prior to the close of, or during, the public hearing on Tuesday, November 12, 2024, at 7:00pm. You may deliver the protest in advance of the public hearing by first class mail or deliver it to the District's payment drop box to:

General Manager  
Coastside County Water District  
766 Main Street, Half Moon Bay, CA 94019

Email protests will not be accepted. For your protest to be counted, please include one of the following: address(es), Assessor Parcel Number(s) of the property(ies) you own, or the utility account number(s) for active utility accounts that are subject to the proposed rate adjustments. Protests are limited to one per parcel. If written protests are submitted by a majority of the District's property owners/customers, the proposed rate increases shall not be imposed.

## **Statute of Limitations for Challenging Proposed Rates**

Pursuant to California Government Code section 53759, there is a 120-day statute of limitations for challenging all rates set forth in this notice from the date the Board of Directors adopts the resolution approving these rates.

## **Public Hearing**

This meeting will be conducted by videoconference and in person. The public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay. ***The Meeting will begin at 7:00p.m. Pacific Time.*** The public also may 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 teleconference phone number listed below.

## **Join Zoom Meeting**

- <https://us06web.zoom.us/j/81277240724?pwd=XJ7TeJrfranJhOfbPSvqFqelky9RPI.1>
- Meeting ID: 812 7724 0724
- Passcode: 513540

## **One tap mobile:**

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

## **Dial by your location:**

- +1 669 900 6833 US (San Jose)
- Meeting ID: 812 7724 0724
- Passcode: 513540
- Find your local number: <https://us06web.zoom.us/j/81277240724?pwd=XJ7TeJrfranJhOfbPSvqFqelky9RPI.1>

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

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

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** August 13, 2024

**Report Date:** August 9, 2024

**Agenda Title:** Award of Contract for Engineering Services During Construction to HDR Engineering, Inc. for the Carter Hill Prestressed Concrete DN Tank and Seismic Upgrades Project

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**Recommendation/Motion:**

**Authorize the General Manager to enter into a professional services agreement with HDR Engineering, Inc. to provide Engineering Services During Construction for the Carter Hill Prestressed Concrete DN Tank and Seismic Upgrades Project for \$371,044.**

**Background:**

In February 2021, the District engaged HDR Engineering, Inc. (“HDR”) to provide design engineering and bid support services for the Carter Hill Prestressed Concrete DN Tank and Seismic Upgrades Project (“DN Tank Project”).

The DN Tank Project involves the demolition and removal of two water tanks built in the 1950’s located on Carter Hill (near the Nunes Water Treatment Plant) and existing yard piping and constructing a new 2.1 million gallon AWWA D110 Type 1 Prestressed Concrete DN Tank and new yard piping and related infrastructure. The 100% engineering design was completed by HDR in Spring, 2024. At the July 9, 2024 Board of Directors’ meeting, the Board awarded a contract to DN Tanks, LLC. for construction of the DN Tank Project at a contract price of \$10,968,951. The Project is scheduled to commence in Fall of 2024, with scheduled completion in March 2026.

Staff solicited a proposal from HDR for Engineering Services During Construction to support the construction of the DN Tank Project. Tasks include providing contract clarifications and submittal reviews; reviewing potential change orders; attending site visits/construction meetings; reviewing as-

**STAFF REPORT**

**Agenda: August 13 2024**

**Subject: Award of Contract – HDR Engineering, Inc.**

**Page Two**

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built/final record drawings; updating the Operations Plan to submit for Department of Drinking Water Approval; and project management. Staff feels that HDR would be the best fit to support the District with the Engineering Services During Construction since they are the Design Engineer on the project. HDR provided these same services during the recently completed Nunes Water Treatment Plant Upgrade Project. During the Nunes construction, HDR proved to be an excellent resource to the District and worked to keep change orders to a minimum. See Exhibit A for a copy of the proposal.

**Fiscal Impact:**

\$371,044 charged as part of the DN Tank Project included in the District's Fiscal Year 2024/2025 to Fiscal Year 2033/2034 Capital Improvement Program.



June 24, 2024

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

**RE: HDR's Proposal for the Half Moon Bay Prestressed Concrete Tank Project – Engineering Services During Construction**

Dear Ms. Rogren:

HDR is pleased to present this proposal to provide engineering services during construction for the Half Moon Bay Prestressed Concrete Tank Project.

Our proposed scope of work, schedule, and budget are presented below.

## Scope of Work

### Task 1 - Preconstruction Meeting

HDR will attend the two-hour pre-construction meeting and assist Coastside County Water District (District) with initiation of the construction phase. The meeting will be attended by three HDR engineers (Project Manager, Project Engineer, and Staff Engineer) in person.

### Task 2 - Contract Clarifications

HDR will answer questions and provide written interpretations of the requirements of the contract documents and evaluate the acceptability of substitute materials and equipment.

Budget is based upon 50 requests for information (RFIs), four (4) engineering hours, 0.5 clerical hours, and 0.5 CAD hours per RFI for a total of five (5) hours per submittal.

**Deliverables:** Up to 50 clarifications or responses to RFIs.

### Task 3 - Submittal Reviews

HDR will review the contractor's submittals, including shop drawings and operations and maintenance (O&M) manuals, for conformance with the contract documents.

HDR will not be responsible for consultation or other services relating to construction means and methods, construction site safety, or labor compliance (including certified payroll).



Budget is based upon of up to 85 submittals, including resubmittals, and five (5) engineering hours and one (1) clerical hour for a total of six (6) hours per submittal.

**Deliverables:** Up to 100 submittal reviews and submittal log.

#### **Task 4 - Contract Change Orders and Potential Changes**

HDR will review potential contract change orders (PCOs) and other potential project changes prepared by the contractor. PCOs that are found to be applicable will be forwarded to the District for review and approval.

**Deliverables:** Up to six (6) potential change items and three (3) change orders.

#### **Task 5 - Site Visits/Construction Meetings**

HDR will attend bi-weekly construction progress meetings (up to one hour) to provide design input on construction issues. A total of 40 bi-weekly progress meetings are planned. Our budget assumes HDR will attend 25% of the meetings (total 10 meetings) in person and 75% of the meetings (total 30 meetings) via virtual conference. Meeting agenda and meeting notes will be prepared by the Construction Manager. Up to two (2) HDR employees will participate in the meetings.

**Deliverables:** None.

#### **Task 6 - Startup and Testing, and Project Closeout**

HDR will monitor facility startup and testing, and help address operational problems identified during startup. HDR and the District will jointly conduct a final inspection prior to startup, and HDR will prepare the final punch list for the District's review and approval prior to submitting it to the contractor for completion of the identified items. The District will process the project closeout documentation, including release of retentions and bonds, and the Notice of Completion. The level of effort also includes one (1) final inspection walkthrough attended by up to four (4) HDR engineers (Project Manager, Project Engineer, Structural Engineer, and Electrical Engineer)

**Deliverables:** One (1) copy of a final inspection punch list, and one (1) copy of a final startup testing and acceptance report in PDF format.

#### **Task 7 - As-Built/Record Drawings**

HDR will review final record drawings based on the contractor prepared as-built drawings. HDR's responsibility only includes reviewing and providing comments in PDF. It is contractor's responsibility to update the native CAD files.

**Deliverables:** As-built drawings review comments.

#### **Task 8 – Operations Plan Update**

June 24, 2024

Page 3

HDR will update the existing Operations Plan to submit for Department of Drinking Water (DDW) approval. The existing document will be updated to include the updates to existing facility operation and the new tank that will be installed as part of the project.

**Deliverables:** Updated Operations Plan and Correspondence with DDW

### **Task 8 - Project Management**

HDR will provide project management for the duration of the project (through March 2026), which includes preparation of monthly invoices.

**Deliverables:** Final monthly Invoice

### **Schedule**

We anticipate receiving the notice to proceed for construction in August 2024, and project completion by March 2026.

### **Compensation**

Table 1 shows the estimated work effort and cost to perform the scope of work described above. Our 2024 time and materials rate sheet is also attached.

If you have any questions, please do not hesitate to contact project manager Arthur Xu at (925) 322-3464 or [Arthur.Xu@hdrinc.com](mailto:Arthur.Xu@hdrinc.com).

Sincerely,  
HDR ENGINEERING, INC.



Holly L.L. Kennedy, PE (CA)  
Senior Vice President



Arthur Xu, PE (CA)  
Project Manager

**Table 1 - Estimated Work Effort and Cost**

Coastside County Water District

Half Moon Bay Prestressed Concrete Tank – Engineering Services During Construction

Task No.	Task Description	Tech Advisor/QC	Project Mgr	Project Engr	Ops Specialist	Elec Engr	Struct Engr	Geotech Engineer	CADD Tech	Project Controller	Project Admin	Total HDR Labor Hours	Total HDR Labor (\$)	Total HDR Expenses (\$)	Total Cost (\$)
1	Preconstruction Meeting	8	10	12								30	\$7,627	\$500	\$8,127
2	Contract Clarifications (up to 50 RFIs)	50	42	82		40	30	6			25	275	\$67,388		\$67,388
3	Submittal Reviews (up to 85 Submittals/Resubmittals )	85	100	150		95	60	20			85	595	\$141,569		\$141,569
4	Contract Change Orders (up to 3) and Potential Changes (up to 6)	12	18	32		16	16		60		9	162	\$34,401		\$34,401
5	Site Visits/Construction Meetings (up to 40)	24	70	60								154	\$36,530	\$2,000	\$38,530
6	Startup and Testing, and Project Closeout	12	12	20	24	16	12					96	\$25,158	\$500	\$25,658
7	As-Built/Record Drawings	8	16	24								48	\$11,079		\$11,079
8	Operations Plan Update	16	20	40						8		84	\$19,336		\$19,336
9	Project Management	10	30	40						40		120	\$24,957		\$24,957
<b>COLUMN TOTALS</b>		<b>225</b>	<b>318</b>	<b>460</b>	<b>24</b>	<b>167</b>	<b>118</b>	<b>26</b>	<b>60</b>	<b>48</b>	<b>119</b>	<b>1,564</b>	<b>\$368,044</b>	<b>\$3,000</b>	<b>\$371,044</b>

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** August 13, 2024

**Date:** August 9, 2024

**Agenda Title:** Award of Contract to Andreini Bros., Inc. for the Nunes Treatment Plant Paving Project

---

**Recommendation/Motion:**

**Authorize the General Manager to enter into a contractual agreement with Andreini Bros. Inc. for the Nunes Treatment Plant Paving Project for a total cost of \$333,438.88.**

**Background:**

The Nunes Water Treatment Plant Upgrades Project was completed in June 2024 and the construction crews demobilized and left the site. The remaining work includes paving around the treatment plant prior to the winter as shown on the Attachment A - "Phase I" locations. The area shown in green as "Phase 2" will be used by DN Tanks, LLC. to mobilize their office trailers during tank construction and will be paved after the tank project is completed.

The project includes paving approximately 18,270 (SF) of roadway and pavement. Installation of approximately 275 LF of 4-inch Ductile Iron Pipe (DIP) by open trench. Installation of approximately 310 LF of four 1-inch conduits by open trench construction and connection of the new water to the existing 6-inch fire hydrant lateral.

The design was completed by EKI with an Engineers' estimate of \$397,000. Attachment A shows the location of the paving area.

Staff were pleased to receive numerous bidders at the Bid Opening held on August 1, 2024.

**STAFF REPORT**

**Agenda: August 13, 2024**

**Subject: Award of Contract - Andreini Bros. Inc.**

Page 2

**Bid Results**

Andreini Bros. Inc.	\$333,438.88
Half Moon Bay Grading & Paving Inc.	\$338,878.15
Dryco	\$361,692.75
Rapid Grading Services	\$376,018.06
Galeb Paving, Inc.	\$409,610.00
Golden Bay Construction, Inc.	\$444,039.25
Westrock Engineering	\$ 448,232.50

**Fiscal Impact:** Construction costs of \$333,438.88.

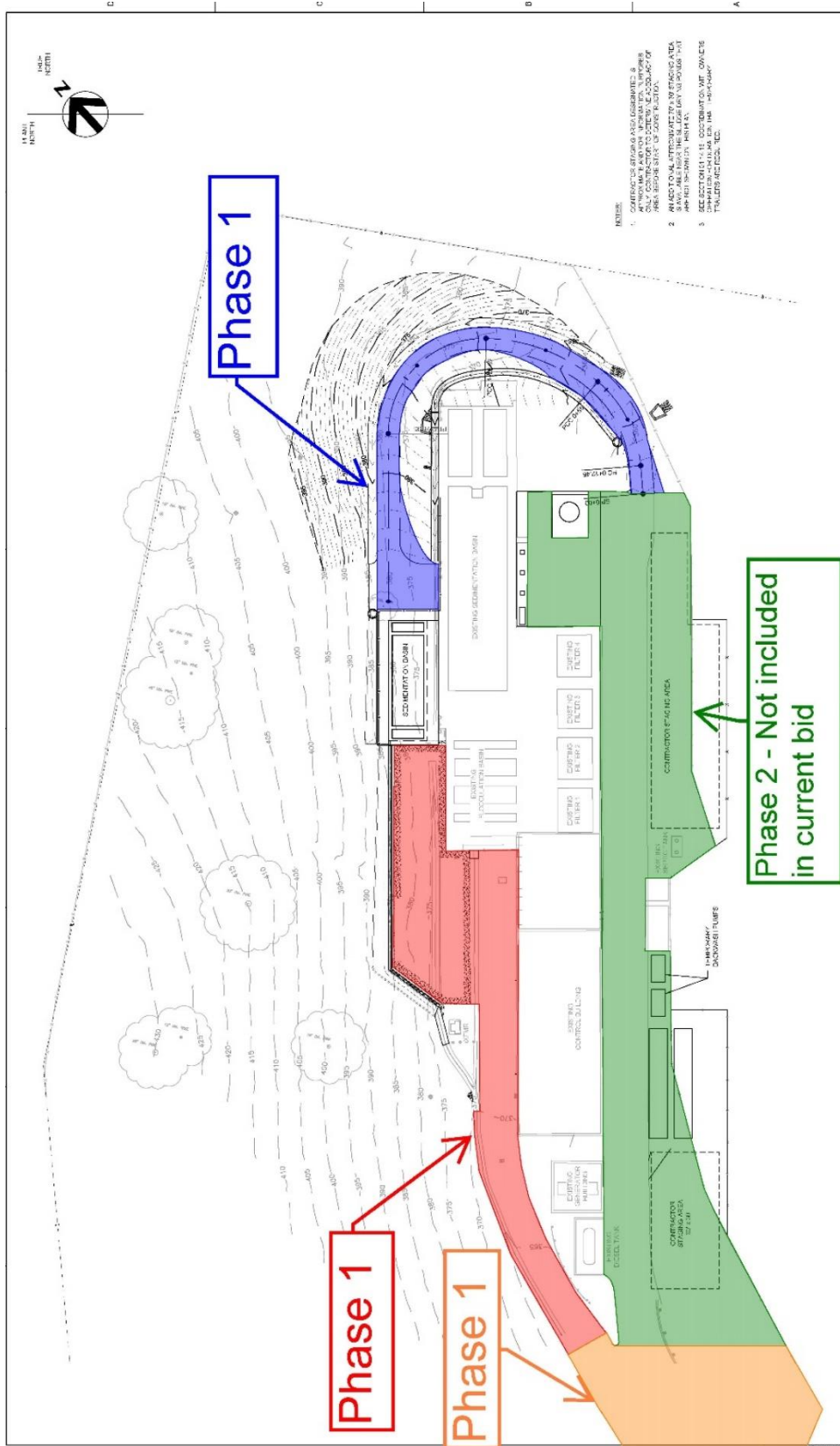
STAFF REPORT

Agenda: August 13, 2024

Subject: Award of Contract - Andreini Bros. Inc.

Page 3

ATTACHMENT A



**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** August 13, 2024

**Report Date:** August 9, 2024

**Agenda Title:** Purchase of Hydrants from Underground Republic Water Works, Inc.

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**Recommendation/Motion:**

**Authorize the General Manager to procure 28 Clow 2065 bronze wet barrel hydrants for \$139,994 from Underground Republic.**

**Background:**

The District's Capital Improvement Program includes \$140,000/year for dry barrel hydrant replacement through FY 33/34. The District has ~660 hydrants throughout the distribution system. Approximately 230 of these are dry barrel hydrants. Dry barrel hydrants are designed for freezing climates and are notoriously problematic to repair and maintain.

Staff recently submitted a request for bids for 28 hydrants from three vendors and two responded. Underground Republic was the lowest bidder at \$4,571/per hydrant (before taxes). See Attachment A.

**Fiscal Impact:**

The District's Capital Improvement Program includes \$140,000 in Fiscal Year 2024-2025 for this purchase.



UNDERGROUND REPUBLIC WATER WORKS  
 2882 SPRING ST  
 REDWOOD CITY-, CA 94063  
 Phone 650-955-7473  
 Fax XXX-XXX-XXXX



# Quotation

EXPIRATION DATE	QUOTE NUMBER
05/27/2024	S100019496
UNDERGROUND REPUBLIC WATER WORKS 2882 SPRING ST REDWOOD CITY-, CA 94063 Phone 650-955-7473 Fax XXX-XXX-XXXX	PAGE NO.  1 of 1

QUOTE TO:

SHIP TO:

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

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

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
511			ALAN NELSON	
WRITER	SHIP VIA	TERMS	SHIP DATE	ORDERED BY
ALAN NELSON	OT OUR TRUCK	Net 30 Days	05/27/2025	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
28ea	FREIGHT INCLUDED 2065 CLOW HYDRANT; (1)2-1/2; (2)4-1/2 *SAFETY YELLOW*		4571.000/ea	127988.00

Sales tax is not included in this quote.  
 The URWW terms & conditions are set forth at [www.urwaterworks.com](http://www.urwaterworks.com)  
 These terms & conditions are incorporated herein, and this quote is subject to such terms & conditions.

Subtotal	127988.00
S&H Charges	0.00
Amount Due	127988.00

+ Sales Tax 12006.00  
 \$ 139994.00



## ***STAFF REPORT***

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

**From:** Mary Rogren, General Manager

**Agenda:** August 13, 2024

**Report Date:** August 9, 2024

**Agenda Title:** Waive the District's Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Purchase Earthquake Expansion Joints for the Crystal Springs Pump Station.

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### **Recommendation/Motion:**

**Waive the District's competitive bidding requirement of Resolution 2016-09 and authorize the General Manager to purchase (4) earthquake expansion joints for the Crystal Springs Pump Station from Underground Republic Water Works Inc. for \$65,800 (plus shipping and handling.)**

### **Background:**

During a recent valve installation at Crystal Springs Pump Station, Pump Repair Service Company staff alerted the District that they noticed considerable wear on the existing earthquake expansion joints, and one of the joints is showing signs of corrosion. These four joints are original and were installed approximately 35 years ago. The District does not have any spares for these joints, and failure will result in reduced flow and down time for the pump station.

District staff researched numerous manufacturers in search of these joints that can handle high pressures. With the assistance of Underground Water Works Inc., only one manufacturer, The Metraflex Company, was identified with the capability to provide these custom-made joints at the required specifications. Given the long lead time (10+ weeks), staff requests (1) spare for each of the (4) joints be acquired.

See Attachment A for the quotation from Underground Water Works Inc. and pictures of the existing joints at Crystal Springs Pump Station, and the specifications of the replacement part to be custom made by The Metraflex Company.

**Determination of Waiving Competitive Bidding Requirements:**

As noted above, staff, with the assistance of Underground Water Works Inc, were only able to identify one manufacturer capable of supplying (custom making) this specialty earthquake expansion joint. Consequently, staff is requesting to waive the competitive bidding requirements of Resolution 2016-09 in order to sole source the purchase the earthquake expansion joints manufactured by The Metraflex Company and distributed through Underground Republic Water Works Inc.

**Attachments:**

EXHIBIT A – Quote from Underground Republic Water Works Inc.  
Specification Sheet from The Metraflex Company  
(2) pictures of earthquake expansion joints at Crystal Springs Pump  
Station

Exhibit A



UNDERGROUND REPUBLIC WATER WORKS  
 2882 SPRING ST  
 REDWOOD CITY-, CA 94063  
 Phone 650-955-7473  
 Fax XXX-XXX-XXXX



Quotation

EXPIRATION DATE	QUOTE NUMBER
08/05/2024	S100022178
UNDERGROUND REPUBLIC WATER WORKS 2882 SPRING ST REDWOOD CITY-, CA 94063 Phone 650-955-7473 Fax XXX-XXX-XXXX	PAGE NO.  1 of 1

QUOTE TO:

SHIP TO:

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

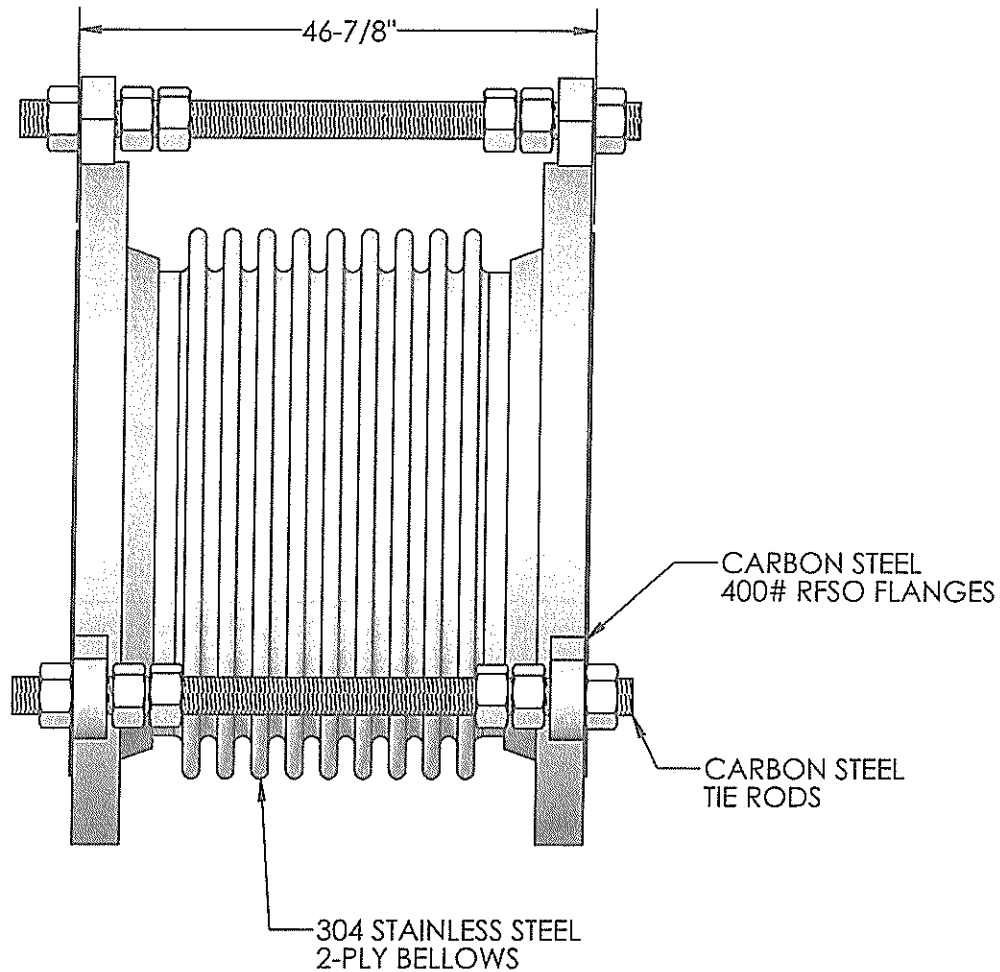
COASTSIDE COUNTY WATER DISTRICT  
 766 MAIN STREET  
 HALF MOON BAY, CA 94019

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
511			ALAN NELSON	
WRITER	SHIP VIA	TERMS	SHIP DATE	ORDERED BY
ALAN NELSON	OT OUR TRUCK	Net 30 Days	07/25/2024	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
	HIGHER PRESSURE EXPANSION JOINTS TEST PRESSURE 450PSI DESIGN PRESSURE 400PSI			
3ea	^METRAFLEX LB57A57A4RZ12163 12"		14105.556/ea	42316.67
1ea	^METRAFLEX LB57A57A4RZ18467 18"		17840.000/ea	17840.00

Sales tax is not included in this quote.  
 The URWW terms & conditions are set forth at [www.urwaterworks.com](http://www.urwaterworks.com)  
 These terms & conditions are incorporated herein, and this quote is subject to such terms & conditions.

Subtotal	60156.67
S&H Charges	0.00
Amount Due	60156.67

9.38% Sales tax 5642.70  
 Total \$65799.37




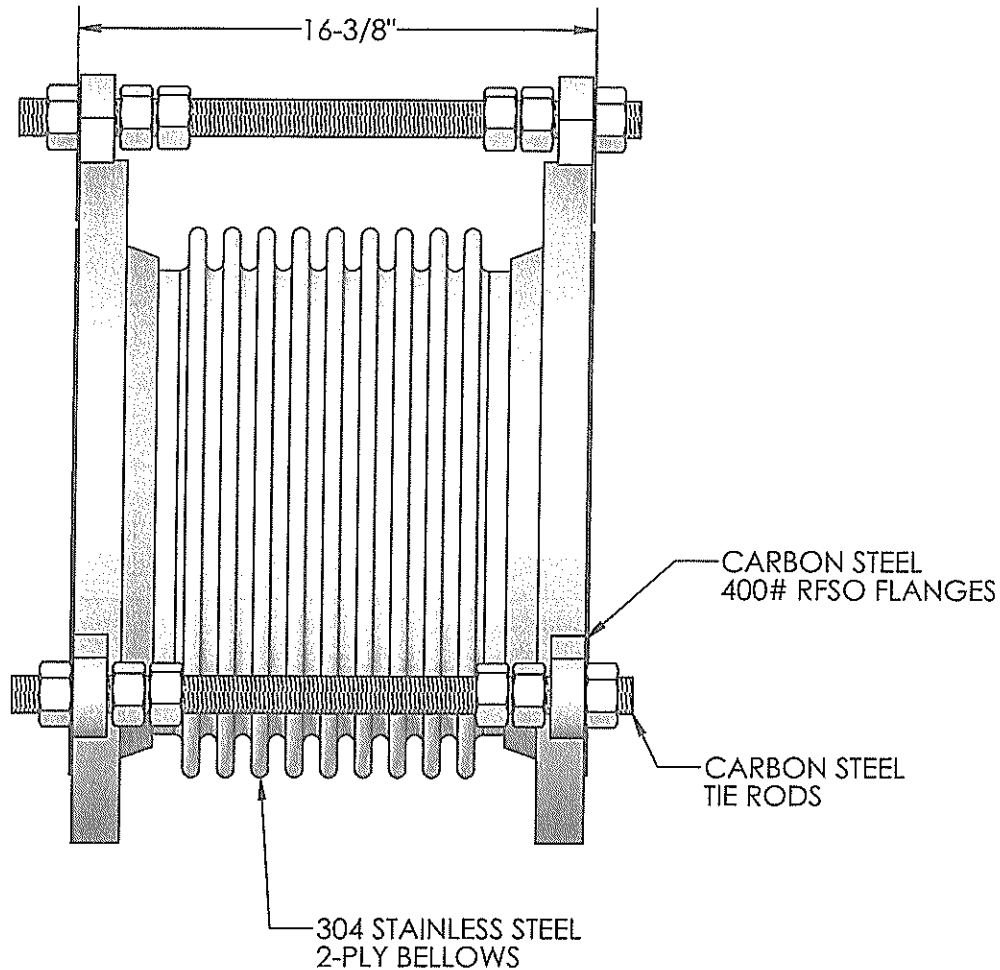
**DESIGN NOTES**

PIPE SIZE: 18"  
 PART NUMBER: LB57A57A4RZ18467  
 AXIAL COMPRESSION: 2.68"  
 LATERAL MOVEMENT: ±1.98"  
 AXIAL SPRING RATE: 3,311 lbs/in  
 LATERAL SPRING RATE: 504 lbs/in  
 EFFECTIVE AREA: 282.1 in<sup>2</sup>  
 TEST PRESSURE: 450 PSI  
 DESIGN PRESSURE: 400 PSI  
 DESIGN TEMPERATURE: 70°F

RATED FOR 1,000 FATIGUE CYCLES  
 RATED FOR NON-CONCURRENT MOVEMENTS

CUSTOMER: \_\_\_\_\_  
 PROJECT: \_\_\_\_\_  
 ENGINEER: \_\_\_\_\_

REV.	DATE
	
2323 W. HUBBARD ST. CHICAGO, IL 60612 TEL: 312-738-3800 FAX: 312-738-0415 WWW.METRAFLEX.COM	
<b>18" BELLOWS EXPANSION JOINT,            400# RFSO FLANGES, TIE RODS</b>	
DRAWN BY: JULIANH	DATE: 07/22/2024
APPROVED:	DATE:
SCALE: N/A	DRAWING NUMBER: LB57A57A4RZ18467




**DESIGN NOTES**

PIPE SIZE: 12"  
 PART NUMBER: LB57A57A4RZ12163  
 AXIAL COMPRESSION: 2.52"  
 LATERAL MOVEMENT:  $\pm 0.64$ "  
 AXIAL SPRING RATE: 2,462 lbs/in  
 LATERAL SPRING RATE: 9,423 lbs/in  
 EFFECTIVE AREA: 146.9 in<sup>2</sup>  
 TEST PRESSURE: 450 PSI  
 DESIGN PRESSURE: 400 PSI  
 DESIGN TEMPERATURE: 70°F

RATED FOR 1,000 FATIGUE CYCLES  
 RATED FOR NON-CONCURRENT MOVEMENTS

CUSTOMER: \_\_\_\_\_  
 PROJECT: \_\_\_\_\_  
 ENGINEER: \_\_\_\_\_

REV.	DATE
	
2323 W. HUBBARD ST. CHICAGO, IL 60612 TEL: 312-738-3800 FAX: 312-738-0415 WWW.METRAFLEX.COM	
12" BELLOWS EXPANSION JOINT, 400# RFSO FLANGES, TIE RODS	
DRAWN BY: <b>JULIANH</b>	DATE: <b>07/22/2024</b>
APPROVED:	DATE:
SCALE: N/A	DRAWING NUMBER: LB57A57A4RZ12163

# Crystal Springs Pump Station - Earthquake Joints



## **STAFF REPORT**

**To:** Board of Directors

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

**Agenda:** August 13, 2024

**Report Date:** August 9, 2024

**Agenda Title:** Consider Resolution 2024-05 of the Coastside County Water District Expressing Intent to Reimburse Project Expenditures From Tax-Exempt Financing

---

### **Recommendation/Motion:**

**Approve Resolution 2024-05, a Resolution of the Board of Directors of the Coastside County Water District Expressing Intent to Reimburse Project Expenditures From Tax-Exempt Financing.**

### **Background:**

The Board has previously authorized the General Manager to commence the process to raise funds needed to build a 2.1 million gallon prestressed concrete DN Tank at Carter Hill. On June 7, 2024, the Board authorized the General Manager to enter into a professional services agreement with Backstrom McCarley Berry & Co., LLC to act as Municipal Advisor, soliciting and evaluating financing options and advising and assisting the District throughout the financing process, and on July 9, 2024, the Board authorized the General Manager to enter into a professional services agreement with Jones Hall, a Professional Law Corporation to provide Bond Counsel services and, if necessary, Disclosure Counsel services in support of anticipated debt financing. Other members of the financing team will be added, as necessary.

In order to preserve maximum flexibility on its expenditures, and for the District to be able to reimburse itself for costs of the project incurred prior to debt financing proceeds being available, Jones Hall has recommended that the Board adopt a "reimbursement resolution." The resolution does not mandate the future issuance of debt in any particular amount, as future Board action is required for that. However, it preserves flexibility for the District in the timing and amounts of its expenditures for the project. Accordingly, it is recommended that the Board adopt the attached reimbursement resolution 2024-05.

## RESOLUTION NO. 2024-05

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT EXPRESSING INTENT TO REIMBURSE PROJECT EXPENDITURES FROM TAX-EXEMPT FINANCING

**WHEREAS**, the Coastside County Water District (the “District”) owns and operates a system for the supply, treatment and distribution of water within the service area of the District (the “Water System”); and

**WHEREAS**, the District desires to finance needed various long-term capital improvements to the Water System, consisting of the construction of a 2.1 million gallon prestressed concrete DN Tank at Carter Hill; and

**WHEREAS**, in order to use the proceeds of a financing to reimburse advances made by the District for project expenditures for a certain period before the date of issuance of the financing, Section 1.150-2 of the United States Income Tax Regulations requires that the Board declare its intention to reimburse such advances from the proceeds of a possible financing.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Coastside County Water District as follows:

**Section 1. Declaring Intent to Reimburse.** The Board hereby declares that it reasonably expects that it may at a subsequent meeting approve the issuance of a tax-exempt indebtedness and desires to use a portion of the proceeds thereof to reimburse expenditures made by the District for long-term capital improvements to the Water System made not more than 60 days before the date of adoption of this Resolution and before the date of issuance of the indebtedness. The District anticipates that indebtedness, if issued, will be issued in an aggregate principal amount which is sufficient to raise funds for the project described above in the approximate amount of \$8,000,000.

**Section 2. Effectiveness.** This Resolution shall take effect immediately upon its passage and adoption.

APPROVED AND ADOPTED this 13th day of August 2024, by the following vote of the Board:

AYES:

NOES:

ABSENT:



---

Chris Mickelsen, President  
Board of Directors

Attest:

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Mary Rogren, General Manager  
Secretary of the Board of Directors

## ***STAFF REPORT***

**To:** Board of Directors

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

**Agenda:** August 13, 2024

**Report Date:** August 9, 2024

**Agenda Title:** Approval of an Amended Salary Schedule for Fiscal Year 2024-2025.

---

### **Recommendation/Motion:**

**Approve an Amended Fiscal Year 2024-2025 Salary Schedule, effective August 13, 2024.**

### **Background:**

CALPERS requires Board approval of the District's salary schedule, and at its June 10, 2024 meeting, the Board of Directors approved the Fiscal Year 2024-2025 Salary Schedule, effective July 1, 2024.

While the approved Operations and Maintenance Budget for FY 2024-25 includes funding for temporary positions in Customer Service and Maintenance, the approved Salary Schedule does not include these temporary positions.

In discussing the temporary positions with CalPERS, staff understand that these positions must be listed on the District's salary schedule and the pay levels associated with them must correspond with the pay ranges that have been established for their related full-time positions.

The proposed Amended Salary Schedule for Fiscal Year 2024-2025 has been revised to include the temporary positions per CalPERS' guidance.

### **Attachment:**

Amended Salary Schedule for Fiscal Year 2024-2025

**COASTSIDE COUNTY WATER DISTRICT**  
**AMENDED SALARY SCHEDULE FOR FISCAL YEAR 2024-2025**  
**EFFECTIVE: August 13, 2024**  
**Approved at Board Meeting: \_\_\_\_\_**

DRAFT

JOB TITLE	HOURLY RANGE BOTTOM	ANNUAL	HOURLY RANGE TOP	ANNUAL
<b>MANAGEMENT</b>				
GENERAL MANAGER				\$ 275,974
ASSISTANT GENERAL MANAGER		\$ 187,855		\$ 228,884
SUPERINTENDENT OF OPERATIONS		\$ 163,724		\$ 199,483
<b>ADMINISTRATIVE</b>				
ADMINISTRATIVE ANALYST	\$ 51.168	\$ 106,429	\$ 62.343	\$ 129,673
OFFICE MANAGER	\$ 55.468	\$ 115,373	\$ 67.583	\$ 140,573
ACCOUNTING MANAGER/UTILITY BILLING MANAGER	\$ 55.468	\$ 115,373	\$ 67.583	\$ 140,573
TEMPORARY - CUSTOMER SERVICE	\$ 34.867		\$ 42.483	
CUSTOMER SERVICE SPECIALIST I	\$ 34.867	\$ 72,523	\$ 42.483	\$ 88,365
CUSTOMER SERVICE SPECIALIST II	\$ 38.465	\$ 80,007	\$ 46.867	\$ 97,483
UTILITY BILLING SPECIALIST	\$ 46.839	\$ 97,425	\$ 57.068	\$ 118,701
WATER RESOURCE ANALYST	\$ 58.729	\$ 122,156	\$ 71.556	\$ 148,836
WATER EFFICIENCY SPECIALIST	\$ 42.456	\$ 88,308	\$ 51.728	\$ 107,594
<b>OPERATIONS</b>				
DISTRIBUTION SUPERVISOR	\$ 61.497	\$ 127,914	\$ 74.929	\$ 155,852
TREATMENT PLANT SUPERVISOR	\$ 69.574	\$ 144,714	\$ 84.770	\$ 176,322
TEMPORARY - MAINTENANCE WORKER	\$ 34.867		\$ 42.483	
MAINTENANCE WORKER	\$ 34.867	\$ 72,523	\$ 42.483	\$ 88,365
MAINTENANCE WORKER II	\$ 36.611	\$ 76,151	\$ 44.606	\$ 92,780
TREATMENT/DISTRIBUTION OPERATOR (ASSIGNED TO DISTRIBUTION)	\$ 42.130	\$ 87,630	\$ 51.331	\$ 106,768
TREATMENT/DISTRIBUTION OPERATOR (ASSIGNED TO TREATMENT)	\$ 46.603	\$ 96,934	\$ 56.782	\$ 118,107
SR. DISTRIBUTION OPERATOR	\$ 50.554	\$ 105,152	\$ 61.595	\$ 128,118
SR. TREATMENT OPERATOR	\$ 57.102	\$ 118,772	\$ 69.574	\$ 144,714

\* Reflects CPI-W - San Francisco-Oakland-Hayward - Feb 2023 to Feb 2024

**STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** August 13, 2024

**Date:** August 9, 2024

**Agenda Title:** General Manager's Report

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**Recommendation/Motion:**  
**Information Only.**

**Opportunity Center of the Coastside (Jobtrain) - Job Fair**

On Saturday, August 3, 2024, the District participated in the job fair hosted by the Opportunity Center of the Coastside (OCC). Gina Brazil, Office Manager and Emma Barr, Customer Service Specialist represented the District in promoting careers in water.



## **MONTHLY REPORT**

**To:** Mary Rogren, General Manager

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

**Agenda:** August 13, 2024  
**Report**

**Date:** August 9, 2024

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### **Monthly Highlights**

- Closed lower intake screen in Crystal Springs Reservoir for water quality
- New Scada computers installed at CSP, Main St, Nunes WTP and Denniston WTP
- Upgraded security camera system at Main Street Office and Nunes WTP
- Solicited bids for construction management, Carter Hill Tank Project
- Ordered replacement flocculator #8 for Nunes.

**July Sources:** Denniston, Pilarcitos Lake, Crystal Springs.

### **Projects**

- Nunes Water Treatment Plant Improvement Project – Substantial Completion
  - Ranger completed punch list and demobilized
  - Filter 1 commissioning still pending state approval of pre-commissioning test data
  - New plate settler basin online and performing at a high level
  - Original sedimentation basin drained and inspected (mechanical and coating)
- EKI Environment and Water, Inc.
  - Nunes WTP Paving Project bid opening
  - Finalized Statement of Prequalification for contractors
  - Updated backflow standard detail
- HDR, Inc.
  - Half Moon Bay Tank replacement project
    - Plans for replacement of HMB tanks 1&2 at final bid set
  - Facilities and staff met with HDR and DN tanks to discuss project approach