

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, September 9, 2025 - 7:00 p.m.**

**AGENDA**

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

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

**Join Zoom Meeting**

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

Meeting ID: 812 7724 0724

Passcode: 513540

One tap mobile

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

Dial by your location

- +1 669 900 6833 US (San Jose)

Meeting ID: 812 7724 0724

Passcode: 513540

Find your local number: <https://us06web.zoom.us/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 August 31, 2025:  
Claims: \$ 3,860,250.87; Payroll: \$ 360,218.06 for a total of \$ 4,220,468.93 ([attachment](#))  
*August 2025 Monthly Financial Claims reviewed and approved by Director Feldman*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of August 12, 2025, Special Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of August 12, 2025, Regular Board of Directors Meeting ([attachment](#))
- E. Approval of Minutes of August 27, 2025, 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 – August 2025 ([attachment](#))
- I. Leak/Flushing Report – August 2025 ([attachment](#))
- J. Monthly Rainfall Reports ([attachment](#))
- K. Water Service Connection Transfer Report for August 2025 ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. Approval of Professional Services Agreement with Balance Hydrologics, Inc. for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Collection ([attachment](#))
- B. Approval of Amendment to a Professional Services Agreement with EKI Environment and Water, Inc. for Continued Environmental Services Related to the Pilarcitos Creek Road Culvert Replacement Project ([attachment](#))
- C. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #11 ([attachment](#))

**7) MONTHLY INFORMATIONAL REPORTS**

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

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

**9) ADJOURNMENT**

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

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
08/06/2025	35454	ALL TRAFFIC SOLUTIONS INC	\$	10,926.95
08/06/2025	35455	DAVID R DICKSON	\$	6,930.00
08/06/2025	35456	PUMP REPAIR SERVICE CO. INC.	\$	31,765.13
08/06/2025	35457	SIMMS PLUMBING & WATER EQUIP, INC.	\$	301.45
08/07/2025	35458	ACWA/JPIA	\$	52,388.34
08/07/2025	35459	COASTSIDE ESTATES LLC	\$	2,074.63
08/07/2025	35460	PACIFIC GAS & ELECTRIC CO.	\$	76,469.82
08/07/2025	35461	PACIFIC GAS & ELECTRIC CO.	\$	5.83
08/08/2025	35462	DATAPROSE, LLC	\$	7,192.21
08/08/2025	35463	DN TANKS LLC	\$	1,285,955.47
08/08/2025	35464	PAPE MACHINERY EXCHANGE	\$	3,280.13
08/08/2025	35465	MARIA ROMERO	\$	2,640.00
08/08/2025	35466	ADP, INC.	\$	863.20
08/08/2025	35467	AMAZON CAPITAL SERVICES, INC.	\$	101.82
08/08/2025	35468	CECIL & CECIL ENTERPRISES, INC	\$	27,651.00
08/08/2025	35469	COMCAST	\$	220.31
08/08/2025	35470	JAMES COZZOLINO, TRUSTEE	\$	275.00
08/08/2025	35471	DATAPROSE, LLC	\$	4,584.98
08/08/2025	35472	GRAINGER, INC.	\$	80.88
08/08/2025	35473	GLENNA LOMBARDI	\$	86.00
08/08/2025	35474	PACIFIC GAS & ELECTRIC CO.	\$	101.02
08/08/2025	35475	PAULO'S AUTO CARE	\$	49.00
08/08/2025	35476	REPUBLIC SERVICES	\$	654.19
08/08/2025	35477	TPX COMMUNICATIONS	\$	2,144.18
08/08/2025	35478	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	6,969.06
08/12/2025	35479	EKI INC.	\$	74,793.89
08/12/2025	35480	STETSON ENGINEERS, INC.	\$	16,391.60
08/12/2025	35481	AMAZON CAPITAL SERVICES, INC.	\$	70.43
08/12/2025	35482	AMAZON WEB SERVICES, INC.	\$	1,143.72
08/12/2025	35483	CINTAS FIRST AID & SAFETY	\$	1,169.58
08/12/2025	35484	COASTSIDE TECHNICAL SERVICES	\$	120.00
08/12/2025	35485	COASTSIDE ESTATES LLC	\$	98,972.60
08/12/2025	35486	RECORDER'S OFFICE	\$	23.00
08/12/2025	35487	FREYER & LAURETA, INC.	\$	54,418.67
08/12/2025	35488	HDR ENGINEERING, INC	\$	1,432.78
08/12/2025	35489	IRON MOUNTAIN	\$	777.03
08/12/2025	35490	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	222.00
08/12/2025	35491	UBEO WEST, LLC	\$	1,013.91
08/12/2025	35492	REDWOOD TRADING POST	\$	11,379.36
08/12/2025	35493	STATE WATER RESOURCES CONTROL BD	\$	65.00
08/12/2025	35494	STANDARD INSURANCE COMPANY	\$	596.28
08/12/2025	35495	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	653.76
08/12/2025	35496	VERIZON CONNECT INC.	\$	378.00
08/21/2025	35497	KAREN GRANT	\$	167.61
08/21/2025	35498	GOLDEN STATE CONSTRUCTION UTILITY	\$	1,150.76
08/21/2025	35499	SEAN M TRACTOR & TRUCKING	\$	4,388.69
08/21/2025	35500	STAR CREEK LAND STEWARDS, INC.	\$	720.30
08/22/2025	35501	ERS INDUSTRIAL SERVICES INC.	\$	20,950.00
08/22/2025	35502	RELIABLE AUTOMATION CONTROLS	\$	5,425.00
08/22/2025	35503	WEST YOST ASSOCIATES, INC	\$	5,015.50
08/22/2025	35504	AMAZON CAPITAL SERVICES, INC.	\$	576.82
08/22/2025	35505	HEALTH BENEFITS ACWA-JPIA	\$	47,856.19
08/22/2025	35506	AT&T MOBILTY	\$	126.72

08/22/2025	35507	BAY ALARM COMPANY	\$	1,768.47
08/22/2025	35508	GINA BRAZIL	\$	73.74
08/22/2025	35509	CATHLEEN BRENNAN	\$	55.00
08/22/2025	35510	CEL ANALYTICAL INC.	\$	755.00
08/22/2025	35511	C.J. BROWN & COMPANY, CPAS	\$	5,487.00
08/22/2025	35512	RECORDER'S OFFICE	\$	23.00
08/22/2025	35513	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	838.97
08/22/2025	35514	FIRST FOUNDATION PUBLIC FINANCE	\$	351,624.20
08/22/2025	35515	GRAINGER, INC.	\$	421.85
08/22/2025	35516	IRON MOUNTAIN	\$	143.82
08/22/2025	35517	IRVINE CONSULTING SERVICES, INC.	\$	5,518.04
08/22/2025	35518	IRVINE CONSULTING SERVICES, INC.	\$	1,622.50
08/22/2025	35519	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	819.62
08/22/2025	35520	PACIFICA COMMUNITY TV	\$	300.00
08/22/2025	35521	PAULO'S AUTO CARE	\$	453.87
08/22/2025	35522	ROGUE WEB WORKS, LLC	\$	833.00
08/22/2025	35523	SAN FRANCISCO WATER DEPT.	\$	282,568.95
08/22/2025	35524	SAN MATEO CTY PUBLIC HEALTH LAB	\$	1,076.00
08/22/2025	35525	SM CTY ENVIRONMENTAL HEALTH	\$	2,625.00
08/22/2025	35526	SCAPES, INC	\$	380.00
08/22/2025	35527	STATE WATER RESOURCES CONTROL BD	\$	105.00
08/22/2025	35528	RYAN H. STOLL	\$	184.58
08/22/2025	35529	TEAMSTERS LOCAL UNION #856	\$	1,316.00
08/22/2025	35530	TRI COUNTIES BANK	\$	6,541.35
08/22/2025	35531	ON COMPUTER SERVICES, LLC	\$	16,021.41
08/22/2025	35532	WIENHOFF & ASSOCIATES, INC.	\$	85.00
08/26/2025	35533	ALLIED IRON CO., INC.	\$	2,079.93
08/26/2025	35534	AMAZON CAPITAL SERVICES, INC.	\$	154.06
08/26/2025	35535	REXEL USA, INC	\$	1,211.60
08/26/2025	35536	CALCON SYSTEMS, INC.	\$	3,492.77
08/26/2025	35537	PETTY CASH	\$	64.20
08/26/2025	35538	SAN MATEO COUNTY EMERGENCY MANAGERS ASSOCIATION	\$	100.00
08/26/2025	35539	STEVEN MELO, INC.	\$	4,400.00
08/26/2025	35540	TIDAL WORKS STUDIO LLC	\$	2,549.75
08/26/2025	35541	US BANK NA	\$	817.66
08/26/2025	35542	WAGNER & BONSIGNORE CONSULTING CIVIL ENGINEERS, A CORPORATION	\$	754.25
08/26/2025	35543	LAND NEWCO, INC.	\$	2,646.88
08/26/2025	35544	US BANK NA	\$	788.35
08/29/2025	35545	AMAZON CAPITAL SERVICES, INC.	\$	72.40
08/29/2025	35546	ANDREINI BROS. INC.	\$	589.51
08/29/2025	35547	AT&T	\$	2,019.12
08/29/2025	35548	BALANCE HYDROLOGICS, INC	\$	10,611.71
08/29/2025	35549	BKS LAW FIRM, A PROFESSIONAL CORPORATION	\$	2,765.06
08/29/2025	35550	BRENDAN GOODWIN	\$	330.00
08/29/2025	35551	CALCON SYSTEMS, INC.	\$	54.69
08/29/2025	35552	C.H. BULL CO.	\$	1,447.79
08/29/2025	35553	RECORDER'S OFFICE	\$	23.00
08/29/2025	35554	EKI INC.	\$	19,943.39
08/29/2025	35555	GOLDEN STATE CONSTRUCTION & UTILITY INC	\$	26,078.62
08/29/2025	35556	GRAINGER, INC.	\$	2,228.78
08/29/2025	35557	HACH CO., INC.	\$	284.00
08/29/2025	35558	HMB BLDG. & GARDEN INC.	\$	38.25
08/29/2025	35559	HANSONBRIDGETT. LLP	\$	9,217.50
08/29/2025	35560	HDR ENGINEERING, INC	\$	14,096.14
08/29/2025	35561	MISSION UNIFORM SERVICES INC.	\$	199.85
08/29/2025	35562	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	1,101.00
08/29/2025	35563	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$	752.56
08/29/2025	35564	UBEO WEST, LLC	\$	1,190.67

08/29/2025	35565	MULTI SERVICE TECHNOLOGY SOLUTIONS, INC.	\$	446.55
08/29/2025	35566	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	444.23
08/29/2025	35567	VERIZON WIRELESS	\$	4,117.11
08/29/2025	35568	WATERSMART SOFTWARE, INC	\$	105.09
08/29/2025	35569	MARIA ROMERO	\$	2,970.00
08/29/2025	35570	RYAN F. COVALT	\$	1,988.92
08/29/2025	35571	DN TANKS LLC	\$	712,448.96
08/29/2025	35572	EURO STYLE MANAGEMENT	\$	18,750.00
08/29/2025	35573	GRAINGER, INC.	\$	299.08
08/29/2025	35574	PINE PACIFIC SERVICES, LLC	\$	800.00
08/29/2025	35575	THE PAPE GROUP INC.	\$	5,539.25
08/29/2025	35576	FERGUSON ENTERPRISES, INC.	\$	707.34
08/29/2025	35577	UNIVAR SOLUTIONS USA INC.	\$	2,596.60
08/29/2025	35578	CORRPRO COMPANIES, INC.	\$	3,525.00
08/29/2025	35579	RELIABLE AUTOMATION CONTROLS	\$	3,850.00
SUBTOTAL CLAIMS FOR MONTH			\$	3,426,042.79

#### WIRE PAYMENTS

08/12/2025	DFT0000661	PUB. EMP. RETIRE SYSTEM	\$	20,903.19
08/21/2025	DFT0000662	EMPOWER RETIREMENT, LLC	\$	1,225.00
08/21/2025	DFT0000663	VALIC	\$	6,284.20
08/29/2025	DFT0000664	EMPOWER RETIREMENT, LLC	\$	1,225.00
08/29/2025	DFT0000665	EMPOWER RETIREMENT, LLC	\$	1,225.00
08/29/2025	DFT0000666	PUB. EMP. RETIRE SYSTEM	\$	19,077.15
08/29/2025	DFT0000667	PUB. EMP. RETIRE SYSTEM	\$	20,529.30
08/29/2025	DFT0000668	CALPERS	\$	350.00
08/29/2025	DFT0000669	VALIC	\$	6,284.20
08/29/2025	DFT0000670	VALIC	\$	6,284.20
08/29/2025	DFT0000671	U.S. BANK TRUST COMPANY, NATIONAL ASSOCIATION	\$	343,505.38
08/31/2025		BANK AND CREDIT CARD FEES	\$	7,315.46
SUBTOTAL WIRE PAYMENTS FOR MONTH			\$	434,208.08

TOTAL CLAIMS FOR THE MONTH	\$	3,860,250.87
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Coastside County Water District

# Monthly Budget Report

## Account Summary

For Fiscal: 2025-2026 Period Ending: 08/31/2025

		August Budget	August 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	1,512,300.00	1,435,409.09	-76,890.91	-5.08%	3,007,800.00	2,974,336.89	-33,463.11	-1.11%	15,862,300.00
	<b>Total RevType: 1 - Operating:</b>	<b>1,512,300.00</b>	<b>1,435,409.09</b>	<b>-76,890.91</b>	<b>-5.08%</b>	<b>3,007,800.00</b>	<b>2,974,336.89</b>	<b>-33,463.11</b>	<b>-1.11%</b>	<b>15,862,300.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	6,000.00	6,416.07	416.07	6.93%	12,000.00	13,834.93	1,834.93	15.29%	60,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	8,400.00	8,579.23	179.23	2.13%	16,800.00	16,251.36	-548.64	-3.27%	100,000.00
<a href="#">1-4230-00</a>	Service Connections	1,300.00	451.19	-848.81	-65.29%	2,600.00	1,604.18	-995.82	-38.30%	15,000.00
<a href="#">1-4920-00</a>	Interest Earned	46,000.00	61,753.11	15,753.11	34.25%	98,000.00	125,340.45	27,340.45	27.90%	385,000.00
<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%	1,231,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	400.00	815.10	415.10	103.78%	800.00	2,365.12	1,565.12	195.64%	5,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	19,910.00	19,625.79	-284.21	-1.43%	39,820.00	39,162.63	-657.37	-1.65%	239,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	294,000.00	365,405.11	71,405.11	24.29%	294,000.00	365,405.11	71,405.11	24.29%	600,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>376,010.00</b>	<b>463,045.60</b>	<b>87,035.60</b>	<b>23.15%</b>	<b>464,020.00</b>	<b>563,963.78</b>	<b>99,943.78</b>	<b>21.54%</b>	<b>2,635,000.00</b>
	<b>Total Revenue:</b>	<b>1,888,310.00</b>	<b>1,898,454.69</b>	<b>10,144.69</b>	<b>0.54%</b>	<b>3,471,820.00</b>	<b>3,538,300.67</b>	<b>66,480.67</b>	<b>1.91%</b>	<b>18,497,300.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	365,222.00	315,407.95	49,814.05	13.64%	723,244.00	621,649.66	101,594.34	14.05%	2,873,340.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	5,900.00	5,381.66	518.34	8.79%	11,800.00	11,372.16	427.84	3.63%	72,100.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	63,000.00	44,053.81	18,946.19	30.07%	114,600.00	101,353.92	13,246.08	11.56%	500,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	3,100.00	3,249.91	-149.91	-4.84%	6,700.00	6,500.03	199.97	2.98%	38,300.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	2,000.00	1,926.86	73.14	3.66%	3,700.00	4,840.55	-1,140.55	-30.83%	87,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	15,100.00	14,713.32	386.68	2.56%	27,700.00	28,621.50	-921.50	-3.33%	112,650.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	910.00	948.29	-38.29	-4.21%	1,820.00	1,469.26	350.74	19.27%	11,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	4,150.00	1,000.00	3,150.00	75.90%	8,300.00	5,000.00	3,300.00	39.76%	50,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	7,400.00	5,075.66	2,324.34	31.41%	14,800.00	12,075.66	2,724.34	18.41%	89,500.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	11,600.00	2,784.32	8,815.68	76.00%	23,200.00	9,244.26	13,955.74	60.15%	140,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	6,000.00	2,765.46	3,234.54	53.91%	12,000.00	24,829.55	-12,829.55	-106.91%	73,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	14,200.00	5,740.70	8,459.30	59.57%	28,400.00	10,752.81	17,647.19	62.14%	171,400.00
<a href="#">1-5250-00</a>	Laboratory Expenses	7,000.00	4,665.57	2,334.43	33.35%	14,000.00	12,548.19	1,451.81	10.37%	85,000.00
<a href="#">1-5260-00</a>	Maintenance - General	33,400.00	23,286.41	10,113.59	30.28%	66,800.00	48,410.29	18,389.71	27.53%	400,000.00
<a href="#">1-5263-00</a>	Uniforms	4,000.00	2,878.70	1,121.30	28.03%	5,000.00	14,258.06	-9,258.06	-185.16%	15,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	4,500.00	754.25	3,745.75	83.24%	9,000.00	754.25	8,245.75	91.62%	160,000.00
<a href="#">1-5321-00</a>	Water Resources	1,500.00	0.00	1,500.00	100.00%	3,000.00	0.00	3,000.00	100.00%	18,000.00
<a href="#">1-5322-00</a>	Community Outreach	2,340.00	300.00	2,040.00	87.18%	4,680.00	300.00	4,380.00	93.59%	63,500.00



# Monthly Budget Report

For Fiscal: 2025-2026 Period Ending: 08/31/2025

		August Budget	August Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<a href="#">1-5381-00</a>	Legal	10,400.00	9,599.00	801.00	7.70%	20,800.00	19,599.00	1,201.00	5.77%	125,000.00
<a href="#">1-5382-00</a>	Engineering	8,400.00	6,684.68	1,715.32	20.42%	16,800.00	14,684.68	2,115.32	12.59%	100,000.00
<a href="#">1-5383-00</a>	Financial Services	7,000.00	5,487.00	1,513.00	21.61%	7,000.00	5,487.00	1,513.00	21.61%	21,000.00
<a href="#">1-5384-00</a>	Computer Services	31,175.00	24,620.65	6,554.35	21.02%	65,550.00	50,062.75	15,487.25	23.63%	375,000.00
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	131,164.00	106,284.94	24,879.06	18.97%	274,820.00	239,856.04	34,963.96	12.72%	1,630,182.00
<a href="#">1-5411-00</a>	Salaries & Wages - Field	180,721.00	131,641.00	49,080.00	27.16%	378,653.00	331,953.95	46,699.05	12.33%	2,246,102.00
<a href="#">1-5420-00</a>	Payroll Tax Expense	23,859.00	16,251.40	7,607.60	31.89%	49,990.00	41,764.35	8,225.65	16.45%	292,382.00
<a href="#">1-5435-00</a>	Employee Medical Insurance	44,260.00	42,113.33	2,146.67	4.85%	88,520.00	86,377.49	2,142.51	2.42%	568,967.00
<a href="#">1-5436-00</a>	Retiree Medical Insurance	7,054.00	5,912.69	1,141.31	16.18%	14,108.00	10,725.71	3,382.29	23.97%	84,648.00
<a href="#">1-5440-00</a>	Employees Retirement Plan	65,581.00	62,052.58	3,528.42	5.38%	131,162.00	122,691.63	8,470.37	6.46%	786,968.00
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	41,472.00
<a href="#">1-5510-00</a>	Motor Vehicle Expense	6,660.00	5,817.15	842.85	12.66%	13,320.00	12,347.98	972.02	7.30%	80,000.00
<a href="#">1-5620-00</a>	Office & Billing Expenses	33,300.00	27,792.69	5,507.31	16.54%	66,600.00	55,275.62	11,324.38	17.00%	400,000.00
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	4,400.00	3,941.52	458.48	10.42%	8,800.00	9,009.36	-209.36	-2.38%	52,900.00
<a href="#">1-5630-00</a>	Insurance	25,316.00	25,669.03	-353.03	-1.39%	50,634.00	51,338.06	-704.06	-1.39%	314,900.00
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	6,517.00	5,611.00	906.00	13.90%	25,205.00	23,335.75	1,869.25	7.42%	126,900.00
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00%	1,000.00	0.00	1,000.00	100.00%	6,000.00
<a href="#">1-5700-00</a>	San Mateo County Fees	2,900.00	3,735.42	-835.42	-28.81%	5,800.00	5,037.84	762.16	13.14%	33,900.00
<a href="#">1-5705-00</a>	State Fees	4,325.00	0.00	4,325.00	100.00%	8,650.00	1,189.09	7,460.91	86.25%	51,900.00
<b>Total ExpType: 1 - Operating:</b>		<b>1,144,854.00</b>	<b>918,146.95</b>	<b>226,707.05</b>	<b>19.80%</b>	<b>2,306,156.00</b>	<b>1,994,716.45</b>	<b>311,439.55</b>	<b>13.50%</b>	<b>12,298,011.00</b>
<b>ExpType: 4 - Capital Related</b>										
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00%	280,621.00	280,620.60	0.40	0.00%	334,998.00
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00%	244,747.00	244,747.37	-0.37	0.00%	320,883.00
<a href="#">1-5717-00</a>	Debt Service-Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	432,880.00
<a href="#">1-5718-00</a>	Debt Service-First Foundation Bank - 20...	351,624.00	351,624.20	-0.20	0.00%	351,624.00	351,624.20	-0.20	0.00%	417,365.00
<a href="#">1-5719-00</a>	Debt Service-2025 COP Issuance	352,788.00	343,505.38	9,282.62	2.63%	352,788.00	343,505.38	9,282.62	2.63%	530,813.00
<b>Total ExpType: 4 - Capital Related:</b>		<b>704,412.00</b>	<b>695,129.58</b>	<b>9,282.42</b>	<b>1.32%</b>	<b>1,229,780.00</b>	<b>1,220,497.55</b>	<b>9,282.45</b>	<b>0.75%</b>	<b>2,036,939.00</b>
<b>Total Expense:</b>		<b>1,849,266.00</b>	<b>1,613,276.53</b>	<b>235,989.47</b>	<b>12.76%</b>	<b>3,535,936.00</b>	<b>3,215,214.00</b>	<b>320,722.00</b>	<b>9.07%</b>	<b>14,334,950.00</b>
<b>Report Total:</b>		<b>39,044.00</b>	<b>285,178.16</b>	<b>246,134.16</b>		<b>-64,116.00</b>	<b>323,086.67</b>	<b>387,202.67</b>		<b>4,162,350.00</b>

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

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 08/31/2025</b>	<b>Prior Year as of 08/31/2024</b>
CAPITAL AND OPERATING RESERVE	\$14,214,677.87	\$11,693,955.32
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$14,464,677.87</b>	<b>\$11,943,955.32</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$1,828,941.30	\$2,079,662.69
CSP T & S ACCOUNT	\$548,222.86	\$666,282.93
MONEY MARKET (CARTER HILL - DN TANK FINANCING)	\$4,479,386.11	\$19,824.09
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$7,607,327.60	\$9,177,385.61
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$14,464,677.87</b>	<b>\$11,943,955.32</b>

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

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

8/31/2025

\* Approved June 2025

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

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	n/a	
99-02	Vehicle Fleet Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	100%	Vehicle order approved 7.2025

**Facilities & Maintenance**

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 5,806	\$ 140,000	\$ -	4%	
23-13	Pilarcitos Canyon Culvert Replacement	in design	\$ 100,000		\$ 100,000	\$ -	0%	
99-01	Meters	ongoing	\$ 10,000		\$ 10,000	\$ -	n/a	

**Pipeline Projects**

14-01/23-10	Highway 92 Potable Water Pipeline Emergency Restoration Project	Complete	\$ 700,000	\$ 177,122	\$ 700,000	\$ -	100%	
21-01	Pipeline Replacement Projects: Alcatraz and Santa Cruz Aves/Redondo Beach Loop/Ocean Colony	In design	\$ 100,000		\$ 100,000	\$ -	0%	
21-09	Upper Miramar Pipeline Replacement	In design	\$ 50,000		\$ 50,000	\$ -	0%	

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	Construction	\$ 9,000,000	\$2,361,559	\$ 9,000,000	\$ -	18%	
19-01	El Granada #1 Tank Site Pump Station Replacement Project	Design	\$ 100,000		\$ 100,000			
25-02	Upper Pilarcitos Well Field Replacements	Ready for Bid	\$ 2,000,000	\$ 18,312	\$ 2,000,000	\$ -	0%	
19-05	Tanks - THM Control	Ongoing	\$ 200,000		\$ 200,000	\$ -	100%	

**Water Supply Development**

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 2,200,000	\$ 31,396	\$ 2,200,000	\$ -	n/a	
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**Water Treatment Plants**

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

25-05	Potable Water Master Plan	Feasibility		\$ 8,903	\$ 170,000			
NN-00	Unscheduled CIP		\$ 100,000		\$ 100,000	\$ -	0%	

**FY2025/2026 CIP TOTAL** **\$ 15,050,000 \$2,603,099 \$ 15,220,000 \$ -**

**FY2024/2025 CARRYOVER PROJECTS** **\$ - \$ - \$ - \$ -**

23-09	Denniston Tank Roof Coating Project			\$ 18,750	\$ 18,750	\$ (18,750)	0%	
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Green = approved by the Board/in process

**TOTAL - FY 2025/2026 CIP + PRIOR YEAR CARRYOVER** **\$ 15,050,000 \$2,621,849 \$ 15,238,750 \$ -**

**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
Sep-24	4,904				25,059	2,448	935		223		33,567
Oct-24	2,848			589	21,488	12,683	134				37,741
Nov-24	5,365				9,041	24,680	757				39,842
Dec-24	15,547			267	3,649	8,811	89				28,363
Jan-25	5,029			767	4,628	4,228	579				15,229
Feb-25	12,041			769	3,999	7,115	1,256				25,179
Mar-25	7,347	977		1,049	233		698				10,303
Apr-25	5,580	419		571	1,116	2,604	186			884	11,359
May-25	7,394			1,497	419	2,522	419			1,117	13,366
Jun-25	6,831						47			884	7,761
Jul-25	8,206	93		1,923	224	3,312	558				14,314
Aug-25	2,372				6,428	372	47				9,218
<b>TOTAL</b>	<b>83,461</b>	<b>1,488</b>	<b>0</b>	<b>7,431</b>	<b>76,281</b>	<b>68,772</b>	<b>5,701</b>	<b>0</b>	<b>223</b>	<b>2,884</b>	<b>246,239</b>

EKI Environment & Water  
Engineering Services Billed FY 2023-2024 to FY 2024-2026  
Billed through 8/31/2025

	Contract Date	Not to Exceed Budget	Status	FY 2023-2024	FY 2024-2025	FY 2025-2026
<b>CIP Project Management</b>						
Fiscal Year 2025-2026-Capital Improvement Management	10.9.2024	\$ 100,000.00	Open		\$ 77,991.67	\$ 3,971.24
Fiscal Year 2024-2025-Capital Improvement Management	1.9.2024	\$ 100,000.00	Complete	\$ 62,469.90	\$ 37,520.86	
Fiscal Year 2025-2026- Non-Complex Main line Extension Services	6.30.2025	\$ 25,000.00	Open		\$ 2,522.00	\$ 713.44
Fiscal Year 2023-2024 - Non-Complex Main line Extension Services	12.12.2023	\$ 25,000.00	Complete	\$ 11,801.40	\$ 13,840.06	
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Complete	\$ 4,201.34		
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Complete	\$ 34,038.14		
<b>Sub Total - CIP Project Management Services</b>		<b>\$ 167,000.00</b>		<b>\$ 112,510.78</b>	<b>\$ 131,874.59</b>	<b>\$ 4,684.68</b>

Highway 92 Potable Water Pipeline Phase 1 (2023)	14-01	6.13.2023	\$ 135,400.00	Open	\$ 70,887.84	\$ 31,148.61	\$ 2,729.48
Highway 92 Environmental Permitting - Emergency Restoration	23-10	3.15.2023	\$ 73,800.00	Open	\$ 47,121.55	\$ 19,833.49	
Highway 92 - Environmental Permitting Strategies	23-10	5.24.2023	\$ 29,700.00	Complete	\$ 28,207.05		
Highway 92 Potable Water Pipeline Emergency Restoration-Design	23-10	3.15.2023	\$ 247,600.00	Open	\$ 125,635.28	\$ 43,473.18	\$ 3,853.55
Highway 92 Potable Water Pipeline Future Phases Geotechnical	14-01	3.3.2023	\$ 54,200.00	Open	\$ 23,313.72		
Highway 92 Engineering Services During Construction	14-01	1.8.2025	\$ 166,700.00	Open		\$ 83,484.07	\$ 267.54
Miramontes Point Road Water Main Replacement	22-01	7.14.2021	\$ 177,300.00	Open			
Medio Creek and Magellan Pipeline/Miramar Deadends Design	22-07	3.15.2023	\$ 138,900.00	Open	\$ 50,313.73	\$ 7,782.58	
EG Tank #1 - Pre-design for New Pump Station	19-01	6.13.2023	\$ 25,000.00	Open	\$ 23,917.66		
Miramar Deadends Project - Biological Resources Assessment	22-07	5.24.2023	\$ 18,200.00	Open	\$ 17,581.46	\$ 21,712.00	
Alcatraz Ave, Santa Rosa Ave, and Ocean Colony Pipeline Projects	21-01	1.9.2024	\$ 66,200.00	Open	\$ 41,027.74	\$ 11,268.66	
Carter Hill Tank Replacement Project Support	21-07	9.1.2024	\$ 50,000.00	Open		\$ 39,886.64	\$ 606.06
Pilarcitos Wellfield Replacement Project	25-02	10.9.2024	\$ 378,300.00	Open		\$ 279,724.08	\$ 3,312.40
Pilarcitos Wellfield & Slide Repair Environmental Services	25-02/23-13		\$ 268,760.00	Open		\$ 36,196.64	
Potable Water Storage Master Plan			\$ 170,400.00	Open		\$ 2,315.30	\$ 2,903.16
SFPUC Pilarcitos Dam and Reservoir Improvement Project	5382	10.9.2024	\$ 18,000.00	Open		\$ 6,913.66	
Pilarcitos Creek Road Bank Stabilization Project	23-13	10.9.2024	\$ 44,800.00	Open		\$ 49,419.93	
San Vicente Pipeline Project - Phase A	14-25	1.7.2025	\$ 82,200.00	Open		\$ 27,017.20	\$ 1,586.52
Highway 92 - 2017 Easements Land Description Packages	14-01	8.18.2023	\$ 14,000.00	Complete	\$ 14,000.00		
Poplar Street Water Main Replacement Project	23-02	10.3.2022	\$ 29,200.00	Complete	\$ 6,199.05		

Total - All Services

**\$ 560,715.86 \$ 792,050.63 \$ 19,943.39**

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, August 12, 2025**

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

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

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CLOSED SESSION**

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

- 5) **RECONVENE TO OPEN SESSION** – at 6:55 p.m.

1. **Public Report of Closed Session Action** – Mr. Miyaki reported that no action was taken in the closed session.

- 7) **ADJOURNMENT** – Special Board Meeting Adjourned at 6:55 p.m.

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, August 12, 2025**

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

- 1) **ROLL CALL** – President Reynolds called the meeting to order at 7:00 p.m. Present at roll call in person in the Board room: Vice President Bob Feldman, Director Ken Coverdell, Director Chris Mickelsen, and Director John Muller.

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

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

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

- A. Approval of disbursements for the month ending July 31, 2025:  
Claims: \$ 3,354,809.34; Payroll: \$ 250,547.23 for a total of \$ 3,605,356.57  
*July 2025 Monthly Financial Claims reviewed and approved by Director Reynolds*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of July 8, 2025, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report – July 2025
- G. Leak/Flushing Report – July 2025
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report – June and July 2025



- J. Association of California Water Agencies (ACWA) Election of Board Officers and Region 5 Board Members for the 2026-2027 Term
- K. Notice of Completion – Nunes Water Treatment Plant Hypochlorite Room Improvements Project
- L. Notice of Completion – Highway 92 Emergency Pipeline Replacement Project
- M. Acceptance of Subdivision Utility System 555/565/575 Seymore Street, Half Moon Bay Sarah B. Clover and Jeremy D. Clover, Trustees of the Sarah and Jeremy Clover Living trust and Coastside Estates LLC.

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

Director Feldman stated that in reference to Item 4J, the District will be voting per the ACWA Nominating Committee's recommended slate.

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

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

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

- Director Muller attended the County of San Mateo Agricultural Advisory Committee Meeting on August 11, 2025. He also attended the County of San Mateo Disaster Preparedness Day held on August 2, 2025.
- Director Mickelsen attended a BAWSCA Board of Directors Meeting.
- Director Feldman visited the Carter Hill tank site to view the concrete pour of the first wall of the DN Prestressed Concrete Tank currently under construction. He also attended the JPIA Sexual Harassment Prevention for Management training class held at the District Office.

**6) GENERAL BUSINESS**

**A. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Engineering Services for the Nunes Water Treatment Plant Sedimentation Basin Rehabilitation Project.**

Ms. Rogren summarized that in June 2024, the Nunes Water Treatment Plant Upgrades Project was completed that included the addition of a plate settler sedimentation basin. This new basin added important redundancy and resiliency to the treatment plant. The original sedimentation basin was built in the early 1990's as part of the Crystal Spring Project and has rarely been taken offline since then. In July

2024, the District drained the original basin and arranged for Brentwood Industries (Brentwood) to inspect the mechanical systems. Brentwood recommends replacing the chain and flight components of the basin's three collector systems and other components to meet modern safety and efficiency standards. The District also engaged Bay Area Coating Consultants, Inc. (BACC) to conduct a coating condition assessment. BACC recommends recoating the basin and making repairs to the concrete. EKI Environment and Water, Inc.'s (EKI) proposal includes a structural evaluation, design services, bid support services and engineering during construction.

**ON MOTION BY Director Coverdell and seconded by Director Muller, the Board voted by roll call vote to authorize the General Manager to enter into a professional services agreement with EKI Environment and Water, Inc. for engineering services for the Nunes Water Treatment Plant Sedimentation Basin Rehabilitation Project for a not-to-exceed amount of \$236,600.**

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

**B. Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Geotechnical Investigation and Predesign Study for the Highway 92 Pipeline Project – Phase 2**

Ms. Rogren reported that in July 2025 the Highway 92 Emergency Pipeline Replacement Project was completed. This new pipeline replaced the middle section of an existing 12-inch welded steel potable pipeline that was damaged during the sever storm events of December 2022 and January 2023. The District would like to move forward with Phase 2 of the project to include replacement of the west and east portions of the remaining pipeline. EKI's proposal includes geotechnical consulting work to explore subsurface conditions for each of the two creek crossings along the proposed alignment and a predesign study by EKI to assess what design options are available to the District.

**ON MOTION BY President Reynolds and seconded by Vice President Feldman, the Board voted by roll call vote to authorize the General Manager to enter into a professional services agreement with EKI Environment and Water, Inc. for a geotechnical investigation and predesign study for the Highway 92 Pipeline Project – Phase 2 for a not-to-exceed amount of \$85,500.**

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

**C. 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 summarized that in 2024, the District contracted with Central Roofing, Inc. to repair and replace the upper and lower roofs at Nunes Water Treatment Plant. Staff recently discovered issues with the generator roof at Nunes that require repair. The District has utilized Central Roofing to refurbish roofs at the District's main office, Alves water tank, and most recently at Nunes. Staff has been pleased with Central Roofing's work product and lack of change orders.

**ON MOTION BY Director Muller and seconded by Director Mickelsen, 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 generator roof repairs at the Nunes Water Treatment Plant from Central Roofing, Inc. for a not-to-exceed amount of \$34,300.**

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

**D. Consider Approval of Resolution 2025-07 Amending the District's Policies and Procedures for Award of Contracts and approval of updates to the District's Purchasing Policy**

Ms. Rogren shared that Resolution 2016-09 provides that the General Manager or Designee may approve contractual agreements, including professional services agreements, construction contracts and purchases up to a limit of \$30,000. Staff is proposing to amend the resolution to allow the President, Vice President or Standing Committee to approve contractual agreements between \$30,000 and \$50,000. Such contracts would then be reported to the Board at the next Regular Board of Directors Meeting. This change will provide staff greater flexibility in conducting business with contractors and vendors in the District's day-to day activities.

Staff also recommends making housekeeping changes to the District's Purchasing Policy including removing references to the Superintendent position and replacing with the Water Treatment Plant Operations Manager and the Water Distribution Operations Manager positions. The Operations Managers will have similar authority to the former Superintendent position. Ms. Rogren also noted that the Purchasing Policy will be revised to show that the Water Resources Analyst also is issued a credit card and can approve expenditures under \$500.

ON MOTION BY Director Mickelsen and seconded by Director Muller, the Board voted by roll call vote to adopt Resolution 2025-07 Amending the District's Policies and Procedures for Award of Contracts.

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

ON MOTION BY President Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to approve updates to the District's Purchasing Policy.

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

**E. 2024-2025 County of San Mateo Civil Grand Jury Report: "Will the Next Big One Leave You High and Dry?"**

Ms. Rogren summarized that the 2024-2025 County of San Mateo Civil Grand Jury Report is a follow up to a 2021-2022 Grand Jury Report and investigation of 12 County water providers (including the District). As a result of the 2021-2022 study, the Grand Jury recommended that the County water providers make improvements to their emergency preparedness exercises and after action reporting and analysis consistent with their emergency response plans and to develop plans to increase emergency water storage and emergency fuel storage.

The 2024-2025 Civil Grand Jury report followed up with three water providers on the Peninsula and two providers on the Coastside. The Grand Jury's report was favorable for the District, and no findings or recommendations included in the report are applicable for the District or require response to the Civil Grand Jury. Ms. Rogren noted that emergency preparedness is a key priority for District staff, and staff regularly participate in exercises, training, and drills both internally and with other agencies. The Board provided positive comments about the Civil Grand Jury report and the efforts of the District staff, and thanked staff for providing this report to the Board.

**F. Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #10**

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

7) **MONTHLY INFORMATIONAL REPORTS**

**A. General Manager's Report**

Ms. Rogren shared there have been times when technical difficulties have occurred during Board meetings and members of the public have not been able to participate remotely. The District Legal Counsel has suggested that the District consider modifying the opening paragraph of the Board Meeting agenda to address technical issues that may prevent remote participation. The proposed agenda wording would state that in person meetings are the primary format for Board meetings; that the District desires to accommodate remote participation but there may be disruptions, and if a disruption occurs the Board meeting may continue as long as the public may still attend the Board meeting in person. The District's Legal Counsel noted that if a Board member is attending remotely due to AB2449, the Brown Act requires both video and audio to be operational for the meeting to continue.

A discussion ensued and the Board provided input on the agenda wording.

**B. Operations Report**

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

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

President Reynolds requested that in January 2026, the Board have a half-day long strategic planning session.

9) **ADJOURNMENT - Board Meeting Adjourned at 8:12 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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Glenn Reynolds, 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, August 27, 2025**

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

- 1) **ROLL CALL** – President Reynolds called the meeting to order at 10:00 a.m. Present at roll call: Vice President Feldman, Director Ken Coverdell, Director Chris Mickelsen, and Director John Muller.

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; Kristin Peer, Legal Counsel; and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CLOSED SESSION**

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

- 5) **RECONVENE TO OPEN SESSION** – at 10:54 a.m.

1. **Public Report of Closed Session Action**

President Reynolds reported that no action was taken in the closed session.

- 7) **ADJOURNMENT** – Special Board Meeting Adjourned at 10:54 p.m.

Respectfully submitted,

---

Mary Rogren, General Manager  
Secretary to the District

---

Glenn Reynolds, President  
Board of Directors

**FY 2025 / 2026**

5/8" meter = 1.0 connection  
3/4" meter = 1.5 connections  
1" meter = 2.5 connections  
1.5" meter = 5.0 connections  
2" meter = 8 connections  
3" meter= 17.5 connections

[illegible]



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

	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	17.60	0.00	26.99	11.50	56.09	4.04	52.05
AUG	0.00	15.80	0.00	29.56	11.56	56.92	4.37	52.55
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
TOTAL	0.00	33.40	0.00	56.55	23.06	113.01	8.41	104.60
% MONTHLY TOTAL	0.0%	31.4%	0.0%	48.1%	20.5%	100.0%	7.2%	92.8%
% ANNUAL TO DATE TOTAL	0.0%	29.6%	0.0%	50.0%	20.4%	100.0%	7.4%	92.6%

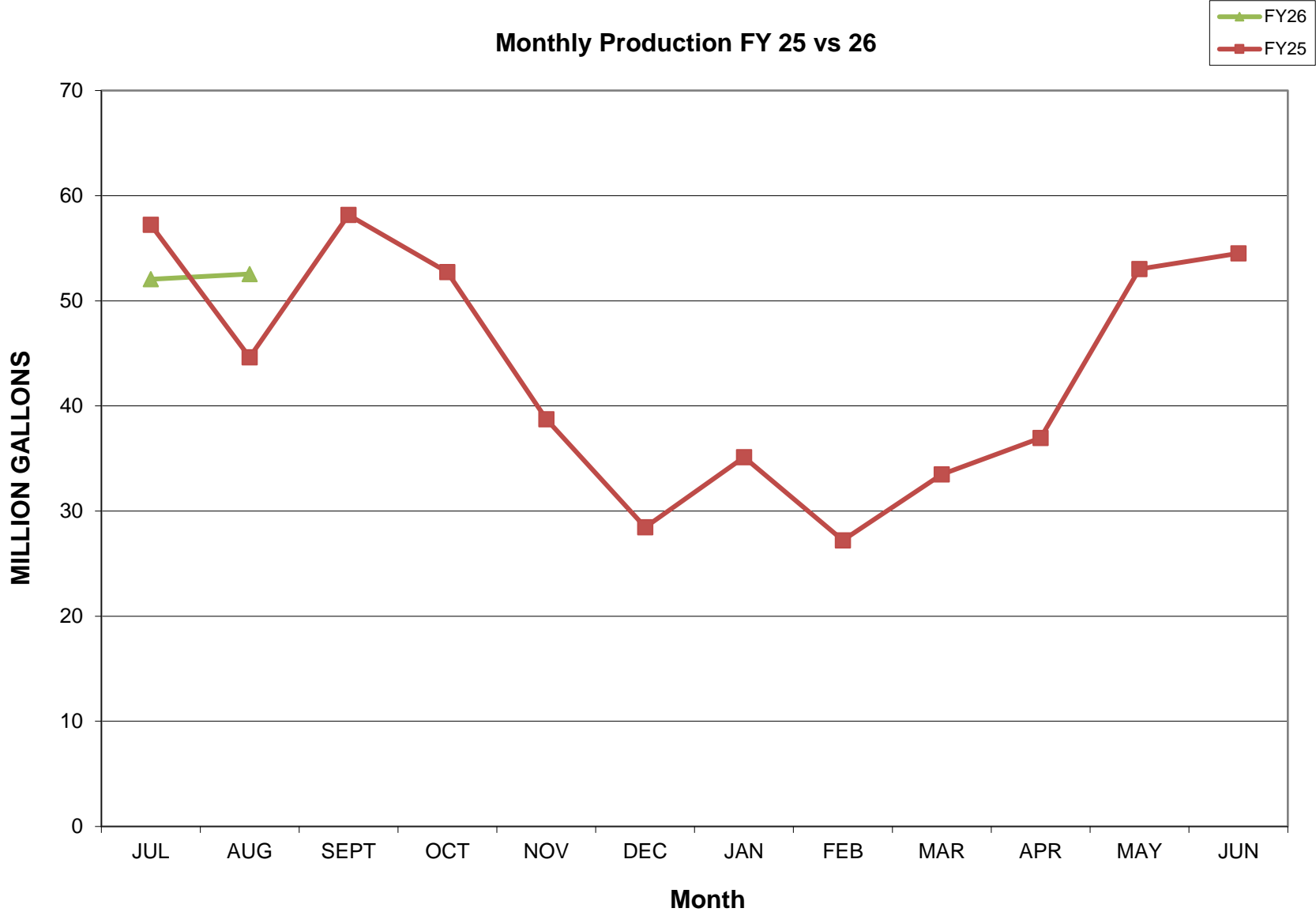
CCWD vs SFPUC- month 31.4%

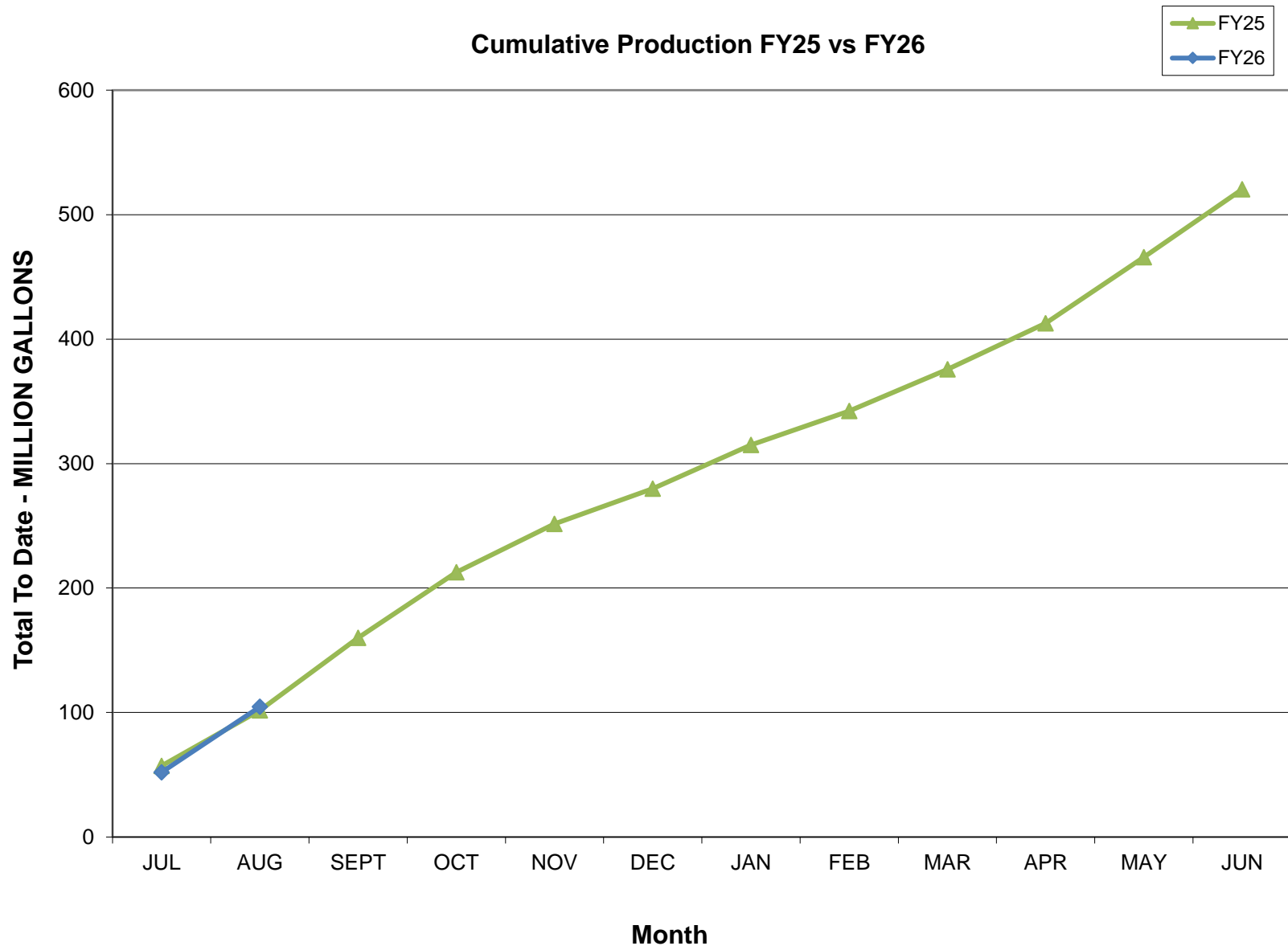
CCWD vs SFPUC- annual 29.6%

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

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

Monthly Production FY 25 vs 26





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

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	26.41	26.56											52.97
COMMERCIAL	2.98	3.05											6.03
RESTAURANT	1.60	1.78											3.38
HOTELS/MOTELS	2.80	2.86											5.66
SCHOOLS	0.54	0.61											1.14
MULTI DWELL	2.62	2.65											5.27
BEACHES/PARKS	0.59	0.72											1.31
AGRICULTURE	1.41	1.35											2.76
RECREATIONAL	0.25	0.25											0.50
MARINE	0.32	0.39											0.71
RES. IRRIGATION	1.76	1.70											3.46
DETECTOR CHECKS	0.01	0.02											0.02
NON-RES. IRRIGATION	2.39	0.43											2.82
RAW WATER	9.46	9.86											19.32
PORTABLE METERS	0.25	0.22											0.47
CONSTRUCTION	0.21	0.22											0.43
<b>TOTAL - MG</b>	<b>53.59</b>	<b>52.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>106.25</b>

Non Residential Usage	27.18	26.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Running 12 Month Total</b>		<b>518.25</b>											
12 mo Residential		<b>281.46</b>											
12 mo Non Residential		<b>236.79</b>											

**FY2025**

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

<b>Running 12 Month Total</b>		<b>515.90</b>
12 mo Residential		<b>284.32</b>
12 mo Non Residential		<b>231.58</b>

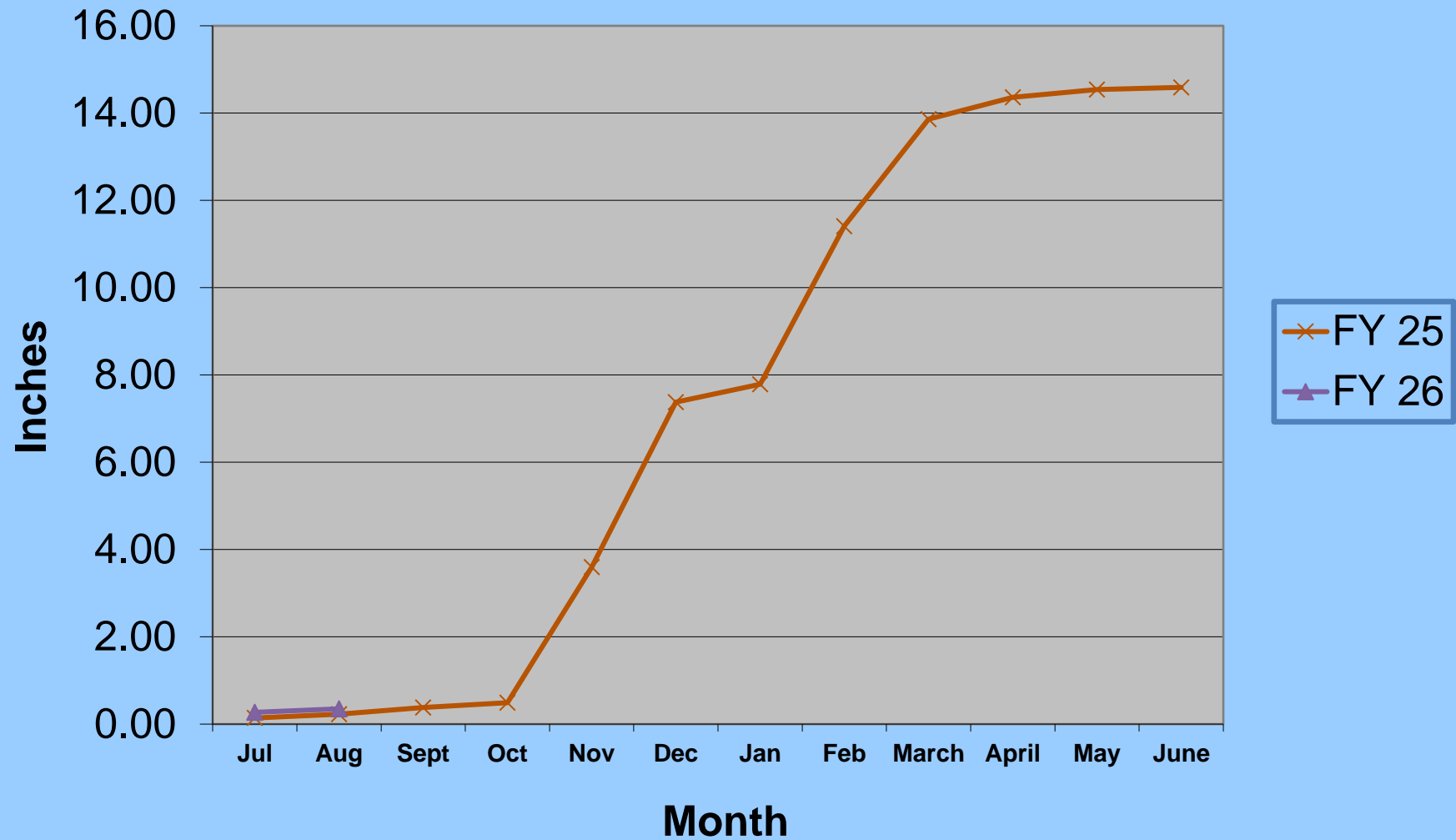
MONTH		August-25									
Coastside County Water District Monthly Discharge Report											
EMERGENCY MAIN AND SERVICE REPAIRS											
C o u n t	Date Reported Discovered	Time Reported	Date Repaired	Time Repaired	Estimated Duration of Leak	(Identifier) Location	Estimated Water Volume Loss (MG)	Class Type	Material Type	Size (Inches)	Work Order Number
1	8/26/2025	1230	8/29/2025	1500	74.5 Hours	311 Grove Street	0.003	Main	CI	6"	9027
2											
3											
4											
5											
6											
7											
8											
						Total	0.003				

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.018
Reservoir Cleaning	0.000
Automatic Blowoffs	0.175
Dewatering Operations	0.000
Other (includes flow testing)	0.000
DISCHARGES GRAND TOTAL (MG)	
0.193	

**Nunes**  
**Rainfall in Inches**

[illegible]

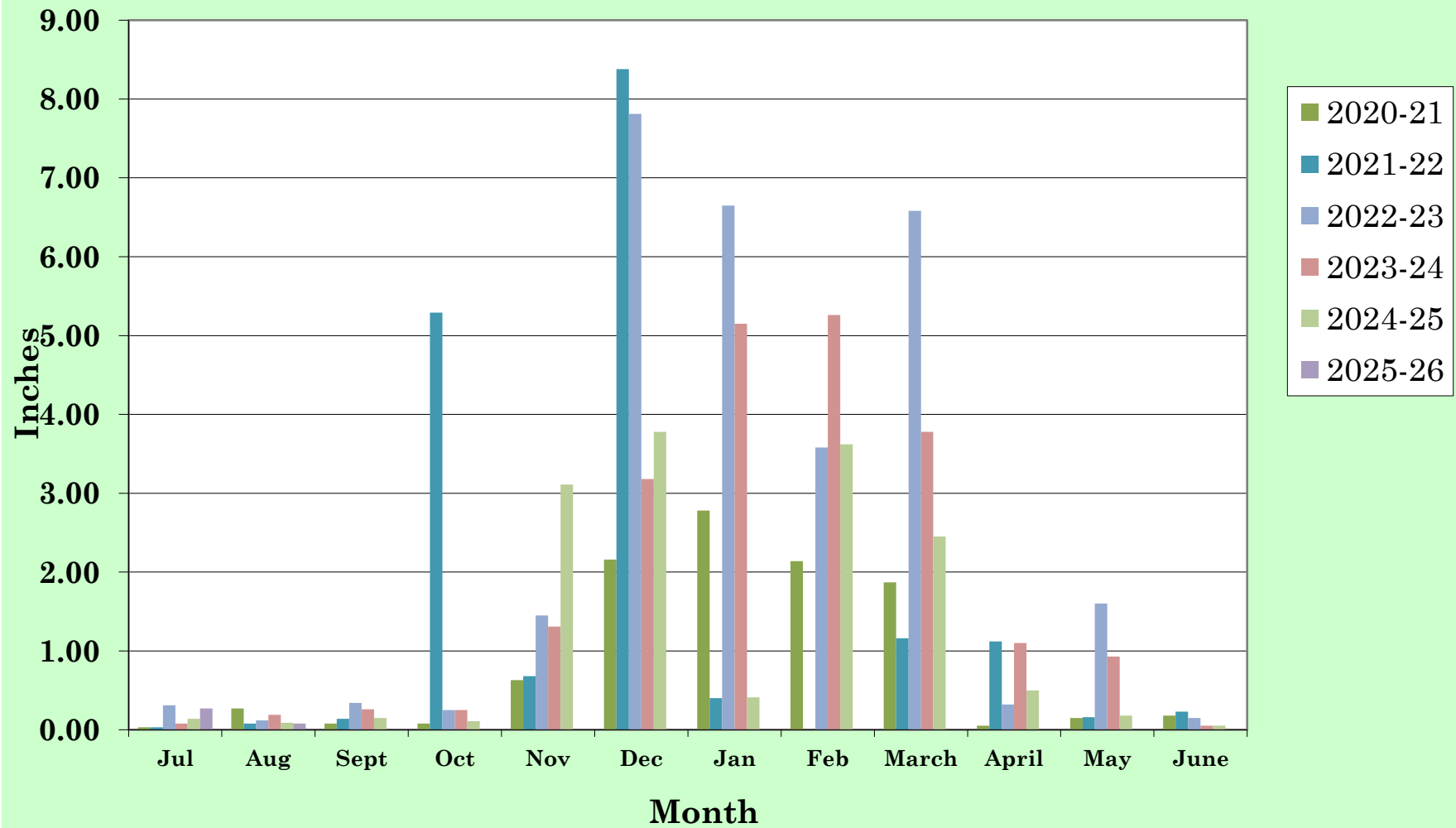
## Rainfall Total Comparison Fiscal Years 2025-26 vs. 2024-25



# Coastside County Water District

## Rainfall by Month

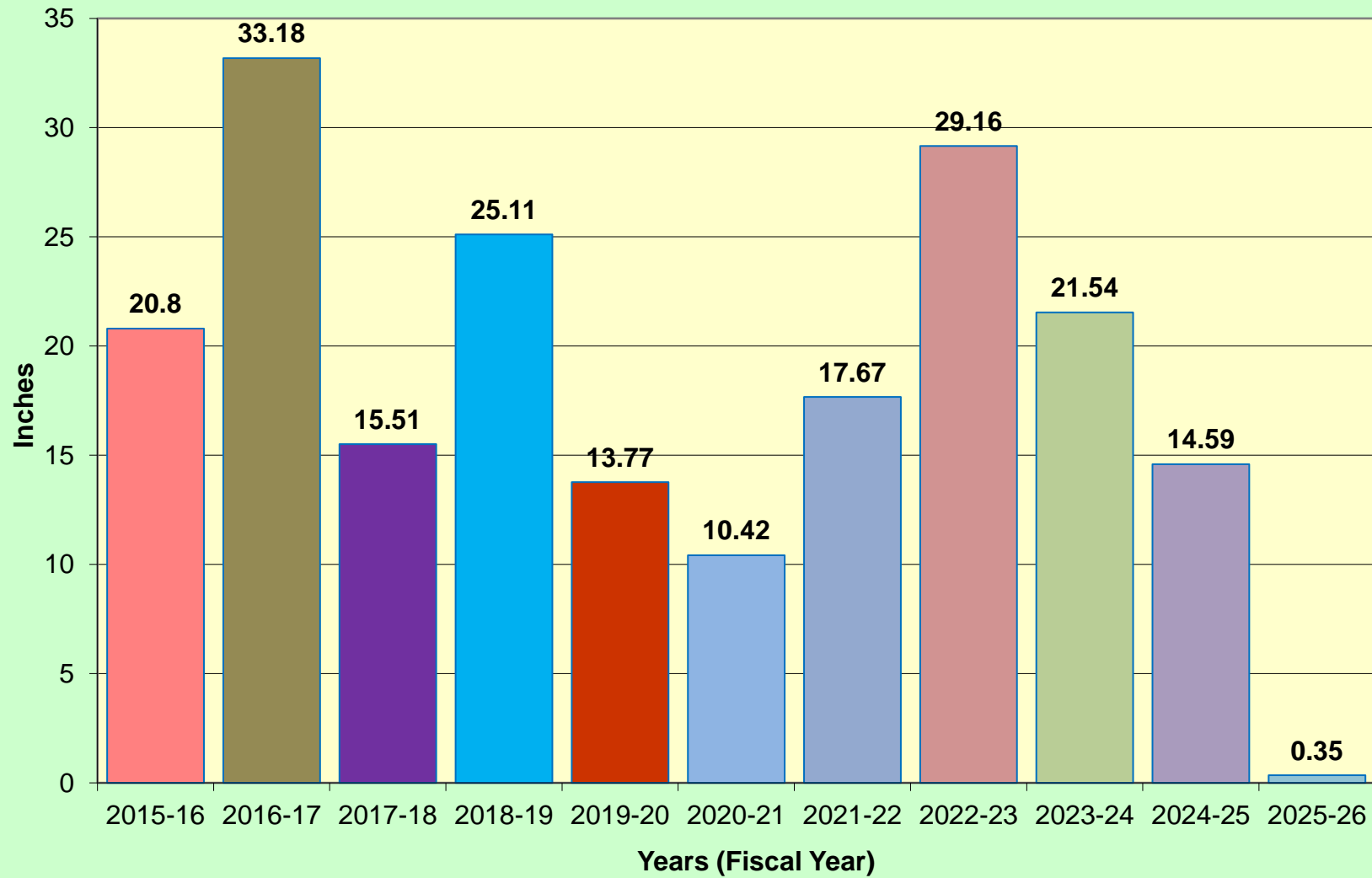
Fiscal Years 2021 - 2026





## Rain Totals

### Fiscal Years 2016- 2026



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

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# OF CONNECTIONS	DATE
048-014-360	Javier & Maria Mercado	047-115-120	Roger A. Stonier Sr and Roger A. Stonier Jr.	one 5/8"	August 6, 2025
056-161-060	Terry Baldwin	047-208-040	Yang Zhong	one half (.5) 5/8	August 15, 2025
056-171-130	Robert Moody	066-470-130	Thomas & Kristine Birge	one half (.5) 5/8	August 26, 2025

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** September 9, 2025

**Report Date:** September 5, 2025

**Agenda/Title:** Approval of Professional Services Agreement with Balance Hydrologics, Inc. for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Collection

---

### **Recommendation/Motion:**

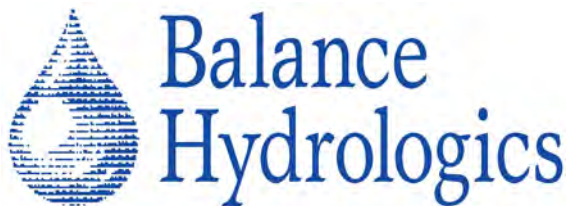
**Authorize the General Manager to enter into a Professional Services Agreement with Balance Hydrologics, Inc. for Water Year 2026 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost of \$105,454.**

### **Background:**

Quantifying the amount of water available for diversion from Denniston and San Vicente Creeks is vitally important to the District's efforts to secure its water rights on those streams. Balance Hydrologics (Balance) has provided stream gaging, monitoring, and analysis services to the District starting with Water Year 2011 (WY11 - October 1, 2010 to September 30, 2011). Balance's proposal dated August 19, 2025 (Attachment A) covers WY26 continuation of gaging services for stations on Denniston and San Vicente Creeks, and groundwater monitoring. Services to be provided are similar to those provided for WY25.

### **Fiscal Impact:**

Cost of \$105,454 is included in the Capital Improvement Program for Denniston/San Vicente. (For comparison purposes, the Water Year 2025 agreement was \$124,689 which included replacement of gaging equipment. No replacement of equipment is anticipated in Water Year 2026.)



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224 Walnut Avenue • Suite E • Santa Cruz, CA 95060 • (831) 457-9900  
12020 Donner Pass Road • Unit B1 • Truckee, CA 96161 • (530) 550-9776  
www.balancehydro.com • email: office@balancehydro.com

August 19, 2025

Mary Rogren, General Manager  
Coastside County Water District  
766 Main Street  
Half Moon Bay, California 94019-1995

**RE: Proposal to Gage Denniston Creek and San Vicente Creek and Monitor Inactive Wells and Hydrologic Conditions, Water Year 2026**

Dear Ms. Rogren:

It is our pleasure to provide you with this letter proposal containing our recommended scope to continue surface-water monitoring in Denniston and San Vicente Creeks, and groundwater monitoring in nearby unconsolidated aquifers. This proposal encompasses continuation of the water year<sup>1</sup> 2011 (WY2011) through WY2025 baseline stream gaging effort through the end of WY2026. Results will extend the flow record, which will help the Coastside County Water District (CCWD) evaluate (a) streamflow availability and (b) meet regulatory staff expectations. Extending the monitoring period for basic streamflow and geomorphic observations will facilitate CCWD's environmental and permitting process and will be beneficial for assessing diversion strategies that meet your expectations for yield and for site-appropriate watershed protection.

During WY2025, we (a) continued monitoring five stream gages, (b) concurrently monitored water levels (and quarterly measurements of salinities) in three wells and the three multi-level piezometers beneath Pillar Point Marsh, and (c) upgraded aging sensors at stations. Please see attached Figure 1 that shows past and current monitoring locations.

In WY2026, we propose to (a) continue monitoring five stream gages, and (b) concurrently monitor water levels in three wells, three piezometers, and in Pillar Point Marsh (See Work Scope, below).

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<sup>1</sup> A "water year" (WY) is defined as the period from October 1st of the preceding year through September 30<sup>th</sup> of the named year. For example, water year 2026 (WY2026) starts October 1, 2025, and ends September 30, 2026.

Ms. Mary Rogren  
August 19, 2025  
Page 2

To address the objectives of this work, we present a technical scope of work outlined under the following tasks:

1. *Water year 2026 stream gaging and monitoring, and provide online access to the provisional gage data*
2. *Draft and final water year 2026 data presentation technical memorandum*
3. *Golden Gate National Recreation Area (GGNRA) permit compliance reporting*
4. *Other studies not presently part of the scope of work which you may request and authorize.*
5. *Project administration*

The next section elaborates on this proposed approach.

### ***Work Scope***

#### ***Task 1. Water year 2026 monitoring***

The water year 2026 monitoring effort will include (a) approximately monthly site visits to the five gaging locations, SVAD (San Vicente Creek above the diversion), SVAE (San Vicente Creek at Etheldore), SVCA (San Vicente Creek at California Street), DCAD (Denniston Creek above the CCWD diversion), and DCBC (Denniston Creek below Capistrano Way) to collect baseline data, (b) approximately quarterly visits to monitor groundwater levels (and salinities) at three wells, three piezometers, and in the Pillar Point Marsh, and (c) up to 3 - 4 additional visits during storms.

#### ***Monthly Streamflow Measurements***

To the extent possible under dynamic field conditions, measurements conform with the standard of care for the California Division of Water Rights. Monthly visits allow us to calibrate streamflow measurement at stations by performing a flow (discharge) measurement and staff plate (gage height) readings over a wide range of streamflow levels. During quarterly visits we will also download data at San Vicente above diversion from the In-Situ LevelTroll 400® (installed during WY2025) and the Solinst Levellogger® and make channel observations (such as new high-water marks, bed conditions, and changes in the riffles and/or woodjams and logs which control flow at the various gages, all of which are crucial for calibrating the record of stage and flow), plus perform maintenance and calibration. During winter storms when flows are elevated, we will endeavor to make supplemental field visits to measure flow and make other observations (i.e., identify high-water marks, field-meter measurements, qualitative observations of water quality, when and where logjams form and dissipate, etc.). These visits are used to extend the stage-to-discharge rating curve(s) through the highest flows observed, and to adjust the rating curve (as needed) to account for changes in sedimentation, channel shape, vegetation growth, or debris accumulation. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to the station spreadsheet, and reduce the data to daily mean flow values and otherwise meet the standards for continuous flow monitoring. We also check, maintain, and service the field equipment owned by CCWD.

We recommend continuation of the low-flow synoptic measurements at both the station in Denniston Canyon just downstream of the Canyon Field diversion (DCAAD) and the former DCBD (Denniston

Ms. Mary Rogren  
August 19, 2025  
Page 3

Creek below the dam) location to characterize potential gains and losses between the reservoir and mouth of Denniston Creek at station DCAD (above Denniston Reservoir, at the water treatment plant bridge).

Presently, the preliminary station data are made available via our real-time system on the Balance Hydrologics website for the four real-time stations: SVAE, SVCA, DCAD and DCBC. This feature provides real-time information to both the CCWD staff and Balance staff. You have chosen to make the highlights of the information collected at DCBC available to the community at large, such that GGNRA and resource-agency staff as well as residents of the area can come to better understand the local streams. Finally, in addition to CCWD uses of the real-time data portal, having this information available remotely continues to improve the efficiency of winter storm monitoring, warns us of gage malfunctions, and allows us to continue to monitor in a more cost-effective manner.

#### *Storm Streamflow Measurements*

Due to the highly mobile sandy beds on both Denniston Creek and San Vicente Creek, gaging these creeks is particularly challenging relative to channels that have more stable bedrock, cobble-boulder, or even gravel beds. To meet this challenge, we will continue to regularly visit the sites, particularly during high-flow events. During WY2026 we will continue to refine the low end of the rating curves, but also refine the high end of the rating curves, getting better estimates of flow during storm or post-storm runoff, when diversions can most easily be accommodated with minimal environmental effects. As such, we will continue to make regular site visits at intervals of about a month throughout the year, in addition to a number of planned storm visits.

#### *Measuring Shallow Groundwater and Surface-Groundwater Interaction*

Each of the monitoring wells (Inactive wells 4, 7 and 9) are currently equipped with an In-Situ LevelTroll 400® (installed during WY2025) that records water level and temperature every hour. We propose to continue to monitor these wells. In addition, we are proposing to continue to monitor the three-piezometer nest (three co-located piezometers screened at staggered depths) located at the north flank of West Avenue at Pillar Point Marsh. The three piezometers, initially constructed in 1989, are each instrumented with an In-Situ LevelTroll 400® (installed during WY2025). These data can be used in the future to assess the lower boundary condition for the shallow aquifer system adjacent to San Vicente and Denniston Creeks, an anticipated contentious issue with both the Coastal Commission and the Division of Water Rights.

This task provides time for us to measure depth-to-water and specific conductance in the three monitoring wells and three Pillar Point Marsh piezometers and download data during four quarterly site visits. In the office, we will enter the information into the station log, add the downloaded data to the station spreadsheet, and calibrate and plot the hourly data. We will develop graphics that compare the water levels in each of the wells and the rate at which the water table is recharged during storms in the winter or falls during the late summer months.

Ms. Mary Rogren  
August 19, 2025  
Page 4

**Deliverables:** Provisional real-time data describing current conditions at four stream gages (SVAE, SVCA, DCAD, and DCBC).

Task 2. Draft and final water year 2026 reporting

Following the agreed upon reporting format implemented in WY2024, we have included budget to support preparation of a brief technical memorandum that will present the flow forms, figures tables, and will summarize precipitation, flow metrics for the water year, and a summary of important maintenance events or changes to the gaging program that occurred during the year (if any). Data interpretation will not be included, but should the need arise to interpret collected data to answer questions related to CCWD operations, we can assist with those under separate authorization. The written memo will include a summary form for each station tabulating the daily mean discharge data and identifying station descriptors, plots of the data, and water-surface elevation time series data for the monitoring wells, piezometers and Pillar Point Marsh water level gage. We will submit the draft report to you and then prepare a final report responding to your comments.

**Deliverables:** Draft technical memorandum in pdf and Microsoft Word formats, presenting the finalized water level records at 3 wells, 3 piezometers, and the Pillar Point Marsh, and flow records at 5 stream gages for WY2026. Final report in pdf format.

Task 3. Permit compliance reporting

Since 2016, GGNRA has managed much of San Vicente and Denniston Creek watersheds. CCWD is now required to submit data reports as part of the scientific sampling permit which GGNRA has issued to you. The data reports are submitted for one gage on San Vicente Creek (SVAD) and one gage on Denniston Creek (DCAD), both of which are within or adjacent to GGNRA jurisdiction. We will prepare the annual data forms for submittal by CCWD.

**Deliverable:** Draft cover letter for the permit compliance submittal with forms and table attachments.

Task 4. Tasks to be authorized during the year, if any.

It is possible that other work may be needed during the course of the water year. This work may include as-needed assistance with regulatory work, purchasing additional equipment on behalf of CCWD, etc. Should CCWD-owned equipment in the field be damaged or vandalized, Balance would purchase replacement equipment under this task after written authorization from CCWD. This task would be intended to cover unanticipated issues with equipment not covered by stated equipment costs in Table 2. You may wish to request additional site or storm visits following a future earthquake swarm or watershed-disturbing rainfall, wildfire or windstorms. If and as you ask for additional services, we will track these as tasks 4a, 4b, etc., so that you have clarity on what these additional assignments may cost, which may also aid in cost recovery.

Ms. Mary Rogren  
August 19, 2025  
Page 5

### *Task 5. Project administration*

This task provides time to help schedule and administer the project in a way that best helps you and us regularly track schedule and budget. We aspire to re-invigorate our check-in process to share our observations and listen to your observations and questions. We will target hosting these calls on a 6-month recurring schedule.

### ***Anticipated Costs***

Our estimates of staff assignments and level of effort for each task are shown in Table 1. The estimated total costs to complete this work are shown at the bottom of Table 2. Costs are lower than last year/WY2025 due to the purchase and installation of new equipment in WY2025. In addition, Table 2 covers expenses not allocated to individual tasks, such as mileage. The rental fees include modem line fees and travel and equipment fees. As you may recall, we released our new real-time system over the course of Water Year 2023. We hope that the new, more secure, mobile-friendly, reliable, and more user-friendly interface serves your monitoring and management goals. The new real-time interface allows for more customization; please reach out if you think we may be able to improve your experience. As part of this service, we are charging \$90 per month for a single station, which comes to \$360/month for 4 sites and includes a discount for hosting multiple sites. In addition, we pass through modem connection costs at approximately \$50/month.

As is customary for field-related jobs, our costs also include a \$5,000 contingency allowance. The contingency allows for a smoother absorption of additional costs beyond our control (or yours) which inhibit the efficient completion of our work. Examples of situations that might require use of the contingency allowance are labor and materials associated with repair and/or replacement of hydrologic equipment or data damaged by high flows, earthquakes, or other “Acts of God,” changes requested by your staff or a landowner, a very wet year requiring additional visits, or shifts in regulatory requirements as well as lost samples due to lab or shipping company errors. Also, a breakdown of rental costs associated with this project is available upon request. We have also assumed that CCWD will continue to help obtain ready access to the gages and wells.

We have made every effort to minimize the impact of these changes by allocating staff hours in a prudent, technically sound, but cost-effective manner. The monitoring assignment has been spread to more junior staff to conserve costs, while also maintaining sufficient senior staff involvement to maintain oversight and quality. The spread amongst our staff allows work to be mobilized either from Berkeley or Santa Cruz as conditions dictate.

Although we have made out best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates.



Ms. Mary Rogren  
August 19, 2025  
Page 6

***Anticipated Schedule***

We anticipate drawing from this budget for data collection that takes place after WY2025 ends (Sept. 30, 2025). We will conclude monitoring on or about September 30, 2026. We will provide a completed draft report to the District in a timely manner. If needed earlier for regulatory purposes, we will attempt to adjust the timeline accordingly.

***Proposed Project Staff***

Scott Brown will serve as principal-in-charge, and act as senior reviewer. Eric Donaldson will serve as project manager. Emma Goodwin is the lead hydrologist, and she will be supported by field hydrologists Anders de Wit, Mark Woyshner (from Balance's Berkeley office), Jason Parke, and Chelsea Neill (Santa Cruz office), who have been servicing the stream gaging stations and wells and working with the data. Other staff may be called upon during winter storm flow monitoring. We have assigned more field staff to this project than usual so that storm assignments can be discharged either from Berkeley or Santa Cruz, since access to this part of San Mateo County can be problematic during winter weather.

***Closing***

Thank you for asking that we prepare this proposal, and we appreciate the opportunity to discuss potential updates to the monitoring program leading up to submittal of this proposal. We always aim to keep our work focused on the necessary questions, and it is helpful for us to revisit that with you annually.

We appreciate the opportunity to continue the streamflow gaging and groundwater monitoring through the next water year and look forward to supporting your water information needs through the ongoing and future work.

Please let us know if you have questions, or suggestions, or if your needs and schedule differ from our assumptions above.

Sincerely,

BALANCE HYDROLOGICS, INC.



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Eric Donaldson, P.G.  
Project Manager

Enclosures: Figure 1. Site map: Past and current gaging locations  
Budget Tables 1 and 2 for WY2026

Table 1. Anticipated Staff Hours by Task  
226057 Coastside County Water District Hydrologic Monitoring, WY2026

Task Number and Description	Sr. Principal	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	GIS/CADD Senior Analyst	Sr. Proj Admin	Sr. Report Specialist	Hydrologic Tech	Labor Costs For Task
Hourly Rate	\$275	\$255	\$215	\$200	\$195	\$175	\$160	\$160	\$150	\$125	\$105	
Task 1. Water Year 2026 monitoring		30	30		164	164						\$74,780.00
Task 2. Draft and final water year 2026 reporting		4	10		32	12		4		8		\$13,150.00
Task 3. Permit compliance reporting		1	3							1		\$1,025.00
Task 4. Tasks to be authorized during the year, if any					No work presently budgeted							
Task 5. Project administration		1	10			2			12			\$4,555.00
<b>Subtotal Hours</b>		36	53		196	178		4	12	9		
<b>Total Hours</b>	<b>488</b>											

Notes:

**TOTAL LABOR \$93,510.00**  
**Expenses from Table 2 \$6,944.00**  
**Contingency from Table 2 \$5,000.00**  
**GRAND TOTAL \$105,454.00**

**Table 2. Estimated Costs**  
**226057 Coastside County Water District Hydrologic Monitoring, WY2026**

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$275	0	\$0.00
Principal	\$255	36	\$9,180.00
Senior Professional	\$215	53	\$11,395.00
Project Professional	\$200	0	\$0.00
Senior Staff Professional	\$195	196	\$38,220.00
Staff Professional	\$175	178	\$31,150.00
Assistant Professional	\$160	0	\$0.00
Junior Professional	\$145	0	\$0.00
GIS/CADD Senior Analyst	\$160	4	\$640.00
GIS/CADD Analyst	\$150	0	\$0.00
Senior Project Administrator	\$150	12	\$1,800.00
Senior Report Specialist	\$125	9	\$1,125.00
Report Specialist	\$105	0	\$0.00
Hydrologic Technician	\$105	0	\$0.00
<b>Labor Subtotal (Table 1)</b>			<b>\$93,510.00</b>
<b>Expenses</b>			
<b>Direct Expenses</b>			
Mileage	<b>1700</b> miles @	\$0.72	\$1,224.00
Mileage, 4-Wheel Drive*	miles @	\$0.75	\$0.00
Vehicle Rental			\$0.00
Equipment Rental Fees (Sampling gear during site visits, e.g, flow meter, etc.)			\$800.00
Cell modem fees	\$50/mo for 4 realtime sites		\$600.00
Real-time data access	4 realtime sites @ \$90/mo each		\$4,320.00
<b>Reimbursable Costs</b>			
Other Travel, Subsistence	trips @		\$0.00
Express Mail, Deliveries			\$0.00
Maps and Aerial Photos			\$0.00
Outside Copying, Blueprint			\$0.00
Outside Consultants			\$0.00
Analytical Laboratory Fees			\$0.00
Materials and Supplies			\$0.00
Permits, Licenses or Agency Inspection fees	<i>client responsibility</i>		\$0.00
Printing <sup>+</sup>			\$0.00
Other			\$0.00
<b>Expenses Subtotal</b>			<b>\$6,944.00</b>
<b>ESTIMATED TOTAL</b>			<b>\$100,454.00</b>
<b>Contingency</b>			<b>\$5,000.00</b>
<b>TOTAL w/ CONTINGENCY</b>			<b>\$105,454.00</b>

Notes

\* 4WD rates apply only if required by site conditions. See Balance policy re 4WD.

+Plotting costs vary according to complexity of design

Project-related expenses will be billed at cost plus 10%; including work by outside consultants and analytical or testing laboratories.

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** September 9, 2025

**Date:** September 5, 2025

**Agenda Title:** Approval of Amendment to a Professional Services Agreement with EKI Environment and Water, Inc. for Continued Environmental Services Related to the Pilarcitos Creek Road Culvert Replacement Project.

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### **Recommendation/Motion:**

**Authorize the General Manager to enter into an amendment to a professional service agreement with EKI Environment and Water, Inc. (dated October 9, 2024) for environmental services related to the Pilarcitos Creek Road Culvert Replacement Project for \$69,740.**

### **Background:**

During the storm event of December 2022/January 2023, the District sustained considerable damage in Pilarcitos Canyon to the existing road including multiple slides and damage to a culvert crossing. In October 2024, the District engaged EKI Environment and Water, Inc. ("EKI") and their subconsultant, Environmental Science Associates ("ESA") to develop an environmental permitting strategy (Task 1) for the Pilarcitos Road Stabilization Project including the Pilarcitos Slide Repairs and Culvert Replacement Projects. EKI and staff recommend pursuing the Culvert Replacement Project as the next phase of the Road Stabilization Project with the goal of completing the culvert repairs in 2026.

In the attached proposal (Exhibit A), EKI outlines additional environmental services with ESA focusing specifically on obtaining the necessary permitting for the Pilarcitos Road Culvert Replacement Project. Tasks to be completed include:

Task 2: Biological Resources Assessment

Task 3: Aquatic Resources Delineation Memorandum

Task 4: CEQA Exemption Memorandum

Task 5: Environmental Permitting

As part of the completion of these tasks, permit applications will be completed and submitted to the applicable agencies. EKI will provide project management, deliverables review, and coordination between the District, EKI and ESA.

**Fiscal Impact:** \$69,740

28 August 2025

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

Subject: Proposal Amendment for Environmental Services for the Pilarcitos Road Culvert Replacement Project  
(EKI B80108.43)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal amendment to Coastside County Water District (District) for continued environmental services related to the Pilarcitos Road Culvert Replacement Project (Project).

## PROJECT UNDERSTANDING

Environmental Science Associates (ESA) prepared a California Environmental Quality Act (CEQA) and permitting strategy memorandum for the Project. The Project was also previously studied as part of the Pilarcitos Pipeline Replacement Project's CEQA compliance process and by ESA as part of the Pilarcitos Wellfield Replacement Project. This proposal will reuse and build on previous efforts to provide CEQA and environmental regulatory permitting services to support the Project. Our proposed scope, schedule, and fee are presented below.

## PROPOSED SCOPE OF WORK

EKI proposes to continue to team with ESA to complete the following tasks as part of this scope of work. For each task, EKI will provide project management, including budget tracking, invoicing, preparation of progress reports, staff management, deliverable review, and coordination between the District, EKI, and ESA. This proposal amends the existing Project agreement which consisted of Task 1: Permitting Strategy Memorandum. The EKI team proposes the following tasks starting with Task 2.

### Task 2: Biological Resources Assessment

ESA will prepare a Biological Resources Assessment Memorandum to support the CEQA documentation that will be prepared under Task 4 and environmental permit applications that will be prepared under Task 5. The memorandum will summarize the biological resources of the area, based upon existing biological information provided by the District and compiled by ESA, including prior work completed for the 2019 Pilarcitos Pipeline Project, as well as ESA's prior research for the Pilarcitos Wellfield Replacement Project and Pilarcitos Slide Repairs Project (e.g., searches of the California Natural Diversity Database (CNDDB), California Native Plants Society rare plant inventory, Information for Planning and Consultation

(IPaC) report from the U.S. Fish and Wildlife Service, site reconnaissance, and the June 2025 rare plant survey). The assessment will address areas that could be affected by the proposed work (i.e., the Project footprint and 50-foot buffer), and document observed vegetation communities and wildlife habitat, along with any special-status plant or animal species or suitable habitat. The memorandum will include text, photographs, maps, and a table identifying special-status species reported in the project vicinity and their potential to occur on the project site.

Deliverables:

- Digital (PDF) copies of the Draft and Final Biological Resources Assessment Memorandum.

Assumptions:

- The Biological Resources Assessment Memorandum can be completed based on existing available information and no site visit will be required.

**Task 3: Aquatic Resources Delineation Memorandum**

Under this task, ESA will prepare an Aquatic Resource Delineation Memorandum based on the site information collected by ESA biologists in June 2025. The memorandum is a requirement of the California Department of Fish and Wildlife (CDFW) and the San Francisco Bay Regional Water Quality Control Board (RWQCB) application packages that will be prepared under Task 5. The memorandum will include discussion of the survey methods employed, a description of the site hydrology, soils, and vegetation, a summary of findings, and the regulatory environment of those features. The memorandum will also include photographs and maps of the identified aquatic resources and the datasheets supporting evaluation of the site.

Deliverables:

- Digital (PDF) copies of the Draft and Final Aquatic Resources Delineation Memorandum.

Assumptions:

- The Aquatic Resources Delineation Memorandum can be completed based on existing available information and no site visit will be required.

**Task 4: CEQA Exemption Memorandum**

The project appears to qualify for one or more exemptions from CEQA. Under this task, ESA will prepare a draft and final CEQA Exemption Memorandum that contains a brief project description, avoidance and minimization measures to be implemented, and an explanation of whether, based on substantial evidence, the Project meets the requirements of one or more exemptions. The memorandum will consider whether any of the exceptions to the exemptions(s) (e.g., “unusual circumstances”) applies to the Project per CEQA Guidelines Section 15300.2. This analysis will include the results of the biological resources assessment prepared under Task 2, as well as the results of the cultural resources investigations performed for the Pilarcitos Wellfield Replacement and Slide Repairs Projects (i.e., records search of the Northwest Information Center’s California Historical Resources Information System and reconnaissance-

level site assessment by an ESA archaeologist). Assuming the project qualifies for a categorical or statutory exemption, ESA will complete a notice of exemption form to accompany the memorandum.

Deliverables:

- Digital (PDF) copies of the Draft and Final CEQA Exemption Memorandum.
- Digital (PDF) copies of the Draft and Final Notice of Exemption Form.

Assumptions:

- The final Notice of Exemption Form will be filed by the District.
- CEQA filing fees will be paid by the District.

**Task 5: Environmental Permitting Applications**

ESA will prepare and submit applications for approvals from CDFW and RWQCB for the following:

*California Department of Fish and Wildlife - Notification of Lake or Streambed Alteration (Fish and Game Code Section 1600)*

ESA will prepare a Section 1600 Notification of Lake and Streambed Alteration (LSA) information package for submission to CDFW via their online Environmental Permit Information Management System (EPIMS). The Section 1600 Notification will include a description of the project activities, potential project effects on CDFW regulated resources including bed, bank, and channel of stream, fish or wildlife resources, and vegetation; and measures proposed to avoid or minimize such impacts. The Biological Resources Assessment Memorandum prepared under Task 2, the Aquatic Resources Delineation Memorandum prepared under Task 3, CEQA Exemption Memorandum prepared under Task 4, and design plans will be submitted with this notification package.

*Regional Water Quality Control Board - General Waste Discharge Requirements Permit Application*

ESA will prepare the necessary General Waste Discharge Requirements (General WDRs) application materials ("Notice of Intent") for submittal to the RWQCB. The materials are expected to identify the property owner, site location and map, and provide information about potential discharge to waters of the state, including the Project design and jurisdictional impacts. The filed CEQA Notice of Exemption Form will be submitted with the RWQCB application materials to demonstrate compliance with CEQA requirements. The Biological Resources Assessment Memorandum prepared under Task 2, the Aquatic Resources Delineation Memorandum prepared under Task 3, filed CEQA Notice of Exemption Form prepared under Task 4, and design plans will be submitted with this notification package.

The proposed budget provides for participation in up to three (3) conference calls with the District and/or regulatory agencies to discuss information needs, comments on drafts, Project revisions, etc. during application preparation. Additionally, the budget assumes twenty-four (24) hours to support the District in responding to agency questions and information requests following the submittal of CDFW and RWQCB applications.



Deliverables:

- Digital (PDF) copies of the Draft and Final CDFW LSA Notification Application.
- Digital (PDF) copies of the Draft and Final RWQCB Notice of Intent Application of General WDRs coverage.

Assumptions:

- Up to three (3) virtual meetings with regulatory agencies.
- Up to twenty-four (24) hours to support post-application agency engagementThe final Notice of Exemption Form will be filed by the District.
- Application fees will be paid by the District.
- This task does not include biological monitoring during construction.
- The culvert replacement construction extent will be limited to only waters of the state.
- If compensatory mitigation is required by CDFW or RWQCB, ESA can support the District with satisfying those requirements as an additional service.
- The CDFW application will be submitted using EPIMS.
- The CDFW application materials provided to the District for review will be in the EPIMS upload format, to the extent practical.

**PROJECT SCHEDULE**

The EKI team is prepared to commence work immediately upon execution of this task order. We expect to submit the draft Memoranda to the District for review within four weeks after receiving notice to proceed and Project description information. The permit applications will be submitted the District for review within two (2) weeks after receiving comments on the draft memoranda. We expect to submit final versions of all deliverables within two (2) weeks of receiving District comments on the drafts. Timing of approvals is dependent on agency review, which is largely beyond the EKI Teams control. However, based upon experience with similar project, we would expect approvals within about four (4) to six (6) months.

**COMPENSATION FOR CONSULTING SERVICES**

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2025. Based on the

proposed Scope of Work described above, we propose a not-to-exceed budget of \$69,740 for the completion of Tasks 2 through 5 as shown by task in Table 1, below.

**Table 1. Proposed Cost by Tasks**

Task	Description	Task Total
2	Biological Resources Assessment Memorandum	\$16,550
3	Aquatic Resources Delineation Memorandum	\$9,710
4	CEQA Exemption Memorandum	\$9,920
5	Environmental Permit Applications	\$33,560
Total Estimated Budget		\$69,740

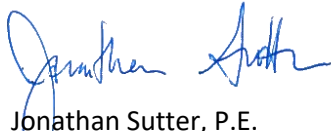
#### **TERMS AND CONDITIONS**

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

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

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.  
Principal Engineer

#### Attachments

EKI Schedule of Charges, dated 1 January 2025

**Proposal/Agreement Date: 28 August 2025**

**EKI Proposal/Project # B80108.43**

**SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.**

**1 January 2025**

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

**Direct Expenses**

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

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

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

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

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

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

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

## ***STAFF REPORT***

**To:** Coastside County Water District Board of Directors  
**From:** Mary Rogren, General Manager  
**Agenda:** September 9, 2025

**Report Date:** September 5, 2025

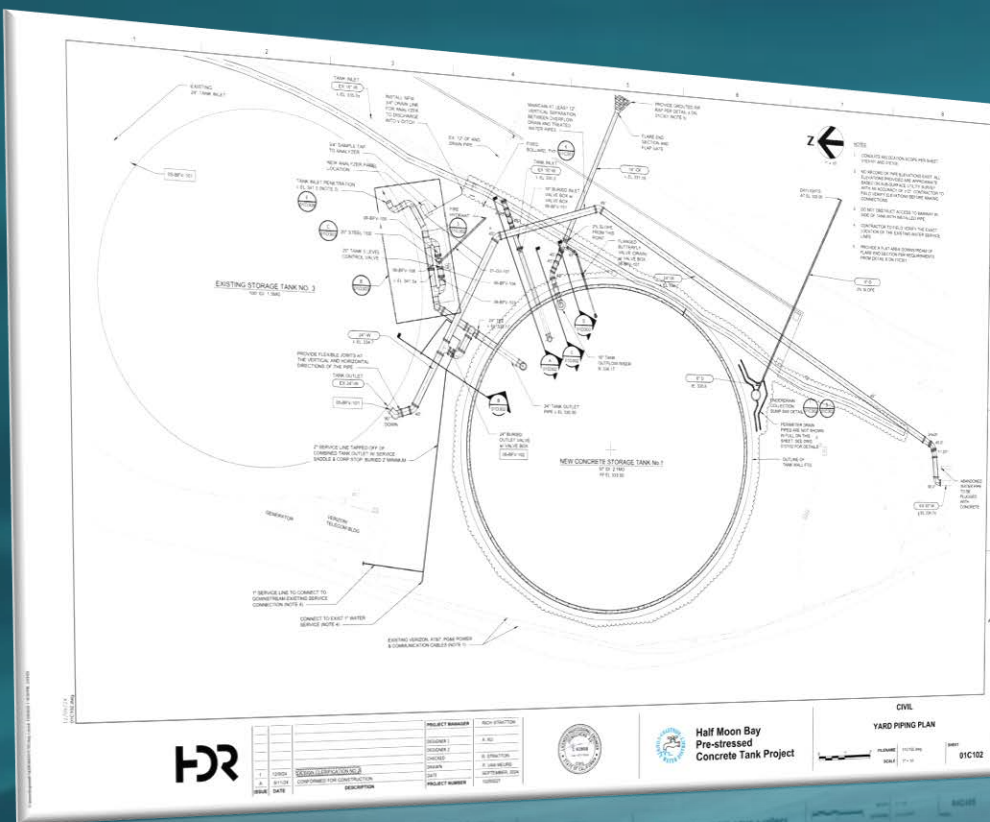
**Agenda Title:** Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project - Update #11

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### **Informational Item**

At the July 9, 2024 Regular Board of Directors Meeting, the Board authorized an award of contract to DN Tanks, LLC. ("DN Tanks") for the construction of the Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project. The District issued the full "notice to proceed" on January 21, 2025. The contract duration is 480 days with estimated completion in Spring 2026. This is the eleventh of several updates staff plans to present to the Board on progress of this project.

Freyer and Laureta, Inc., the Construction Management firm on this project has put together a brief summary of progress to date. See Attachment A.



# Coastside County Water District Carter Hill Prestressed Concrete Tank and Seismic Upgrades Project September 09, 2025 Board Meeting



# Contract Data as of Board Meeting Date

## Contract Data as of Meeting Date:

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	480	Base Contract	\$10,968,951.00
<i>Approved Change Order Days Added</i>	13	Approved Change Orders Added	(\$60,282.25)
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	(0.5%)
Total Contract Duration <sup>1</sup>	493	Total Contract Approved	\$10,908,668.75
Elapsed (Start Date 1/21/2025)	231	Billed to Date <sup>2</sup>	\$4,580,560.33
Remaining Days	262	Remaining Value	\$6,328,108.42

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

<sup>2</sup> Billed to date value is the contract work complete including the 10% retention that will be paid to Contractor upon project completion.

# Construction Progress Update #11

## Progress since Previous Board Meeting:

- Construction of Tank Walls #1, #2, #3, #4, and #5:
  - Shifting Wall Forms from construction wall section to next Tank Wall.
  - Assembly and Placement of Rebar Curtain Wall with Vertical Tendons.
  - Pour Concrete for Tank Wall.
  - Stripping Wall Form from Tank Wall.
- Assembly of Wall # 7 Rebar Curtain
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

# Construction Progress Update #11

## **Three-Week Look Ahead Schedule:**

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

- Construction of Tank Wall #6:
  - Shifting Wall Forms from construction wall section to next Tank Wall.
  - Assembly and Placement of Rebar Curtain Wall with Vertical Tendons.
  - Pour Concrete for Tank Wall.
  - Stripping Wall Form from Tank Wall.
- Patching Wall Tie Holes on Tank Walls.
- Delivery and Setting up of Shoring Materials.
- Construction of Crane Pad.
- Processing of Contractor Submittals, Requests for Information (RFIs) and Scheduling.

## **Overall Project Schedule:**

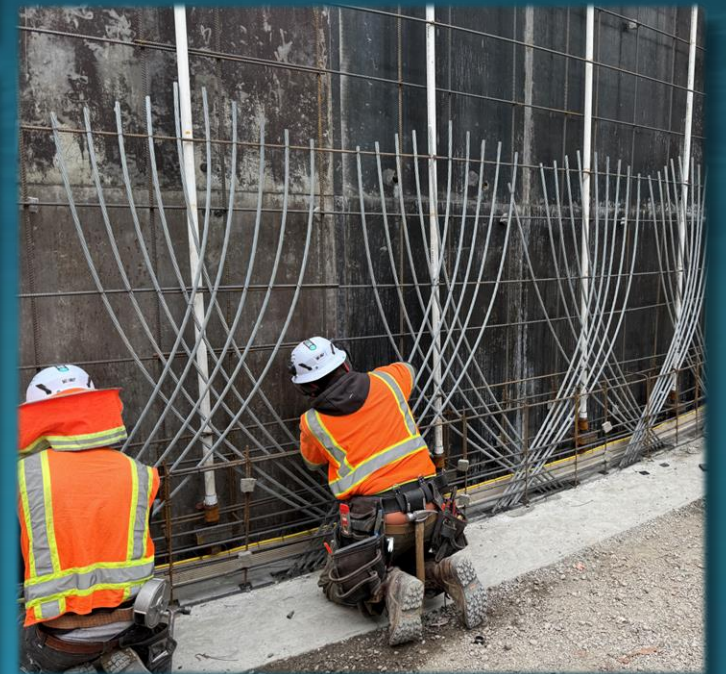
- Anticipated completion in May 2026.





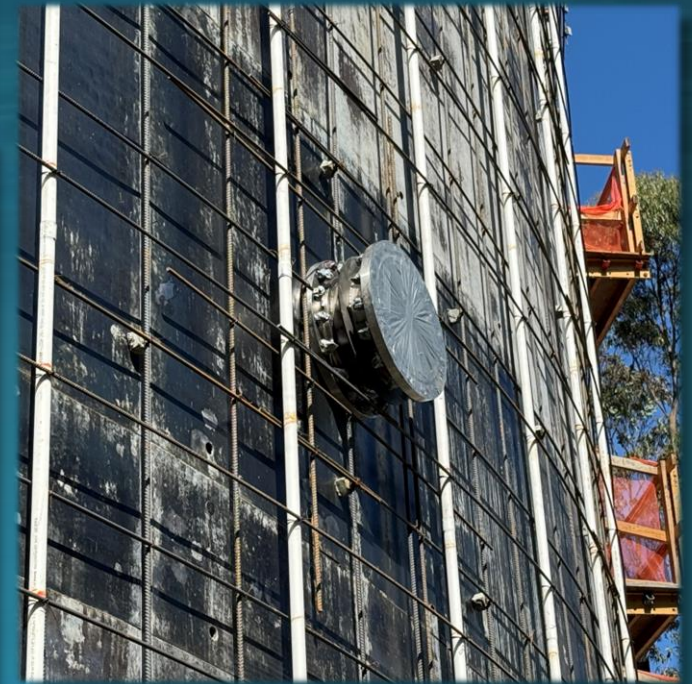
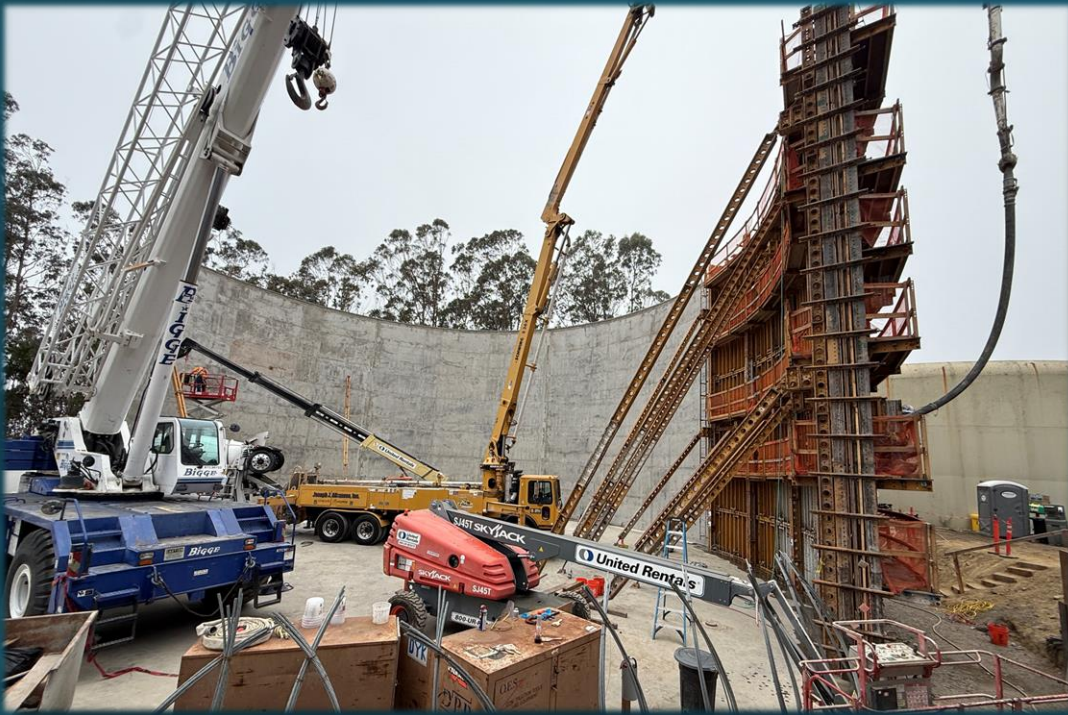
Construction Photos





Construction Photos





Construction Photos





Construction Photos



## ***MONTHLY REPORT***

**To:** Mary Rogren, General Manager

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

**Agenda:** September 9, 2025

**Date:** September 5, 2025

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### **Monthly Highlights**

- Nunes Tank Project, walls 1 through 4 poured.
- Cleaned filters and plate settlers at Nunes WTP.
- Denniston WTP exterior pipe painting.
- Denniston WTP was online the entire month.
- Euro Style Management completed pressure washing and painting of Denniston Tank.
- Permanganate pump skid arrived for installation in Oct.
- Crystal Springs Pump Station flow switches replaced.
- El Granada Tank 3 Hydropneumatic SCADA interface complete.
- Replace Blow Off Valve at Broadway and Grand Ave.
- County Supervisor tour.
- State Water Board tour.
- Continued work with EKI and ESA on Pilarcitos Slide Repairs.
- Five hydrants changed.

**August Sources:** Pilarcitos Reservoir, Denniston, Crystal Springs

### **Main leaks/service leaks**

331 Grove St.

### **Projects**

- EKI Environment and Water, Inc.
  - Provided peer review of DN Tank project coordination/engineering.
  - Pilarcitos Well Replacement Project coordination.
  - Continued work on environmental permitting requirements and design for Pilarcitos Culvert/Slide Repair Project.

- HDR, Inc.
  - HDR continued work on DN Tank submittals and plan modifications and coordination of subcontractors.