WATER SHORTAGE CONTINGENCY PLAN

Coastside County Water District

2025 Update

May 12, 2026

Water Shortage Contingency Plan

Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
(650) 726-4405 | www.coastsidewater.org

CONTENTS

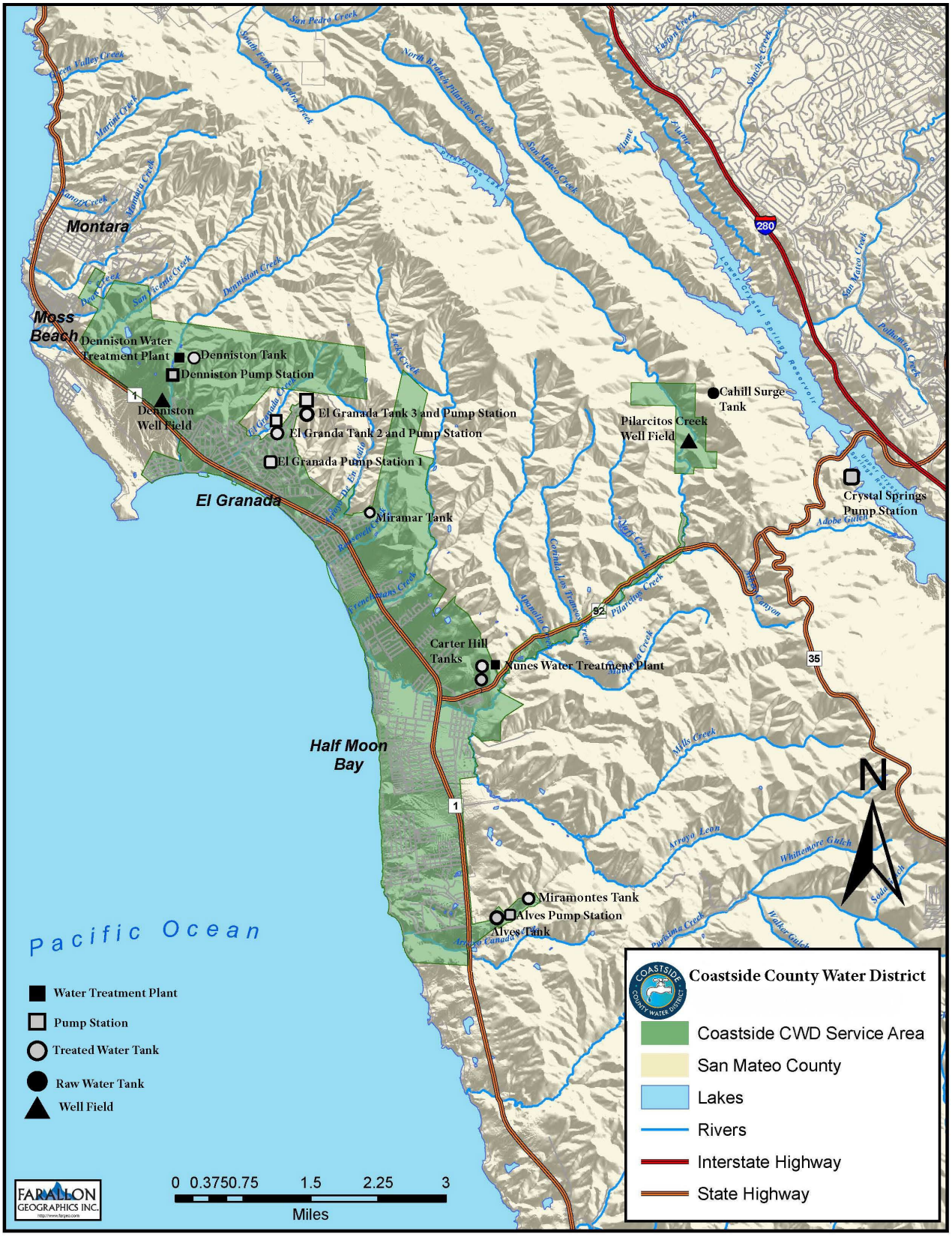
LIST OF FIGURES

LIST OF TABLES

Acronyms, Abbreviations and Definitions

Ac-ft	Acre feet
Ac-ft/year	Acre feet per year
AMI	Advanced Automated Metering Infrastructure
AWSD	Annual Water Supply and Demand Assessment
BAWSCA	Bay Area Water Supply and Conservation Agency
BDP	Bay Delta Plan
cf	Cubic foot
cfs	Cubic foot per second
CII	Commercial Industrial and Institutional
CWC	California Water Code
Decorative Water Feature	Above ground or below grade outdoor structure that contains water and is used for decoration or noise abatement.
District	Coastside County Water District
DRA	Drought Risk Assessment
DWR	California Department of Water Resources
Eto	Reference Evapotranspiration
g/cycle	Gallons per cycle
GPCD	Gallons per capita per day
gpf	Gallons per flush
gpm	Gallons per minute
GWUDI	Groundwater under the direct influence of surface water
LHMP	Local Hazard Mitigation Plan
ISG	Individual Supply Guarantee
MFR	Multi-Family Residence
MG	Million gallons
MGD	Million gallons per day
MGY	Million gallons per year
MOU	Memorandum of understanding
MWSD	Montara Water and Sanitary District
NOAA	National Oceanic and Atmospheric Administration
NCDC	National Climatic Data Center
PGA	Peak Ground Acceleration
Plan	Water Shortage Contingency Plan
Pool	Any structure intended for swimming, exercise, or recreational bathing that contains water over 18 inches deep. Includes in ground and above grade structures and includes but, it not limited, to hot tubs, spas, and nonportable wading pools.
Recreational Water Feature	Pool
RWS	San Francisco Regional Water System
SFPUC	San Francisco Public Utilities Commission
SFR	Single Family Residence
UWMP	Urban Water Management Plan
WF	Water factor (the number of gallons needed for each cubic foot of laundry)
WSCP	Water Shortage Contingency Plan

Figure 1 – Service Area



Section 1 | Introduction

This Plan provides guidelines for Coastside County Water District to manage water supply and demand in the event of a water supply disruption or shortage. This plan addresses both progressive conditions and immediate situations including emergencies and natural disasters.

Requirement (CWC Section 10632)
The Urban Water Management Planning Act requires water agencies to provide water shortage contingency planning and analysis and to include that analysis in their Urban Water Management Plan. The Water Shortage Contingency Plan is a stand-alone document but must be directly coordinated with the Urban Water Management Plan. The two plans must be compatible. Appendix A lists legal authority regarding water shortage planning and emergencies.

Objective
The objective of the Plan is to establish actions and procedures for managing water supply and demand during water shortages. The overall intent of this Plan is to develop strategies to minimize non-essential uses of water and to conserve remaining supplies for the greatest public benefit, with regards to domestic use, sanitation, and fire protection. Implementation of the Plan will help the District maintain essential public health and minimize adverse impacts on economic activity and environmental resources during periods of water shortage.

Service Area
Coastside County Water District is located in a coastal community in San Mateo County. The District has over seven thousand water service connections that provide potable water to roughly nineteen thousand people in the City of Half Moon Bay and the unincorporated communities of Moonridge, San Mateo Road, El Granada, Miramar, and Princeton. The local area supports approximately five thousand jobs. Most jobs are related to visitor serving establishments, including restaurants and hotels. Figure 1 is a map of the service area and critical infrastructure.

Climate
The service area has a mild climate typical of the central and the northern coast of California. The rainy season is October through April with an annual average water year precipitation of 26 inches. If you just look at the time period of 1990 to 2025, the average water year precipitation is 24 inches. The Pacific Ocean influences the climate along the coast with wind being typical during the day and fog being typical in the morning and evenings. The average temperature is 55 degrees Fahrenheit and the average minimum temperature is 47 degrees Fahrenheit. The annual average reference evapotranspiration (ETo) for the area is 33 inches.

Watersheds
The upper Pilarcitos Creek watershed, which supplies water for the SFPUC's Pilarcitos Reservoir and the District's Pilarcitos Creek (GWUDI) wells, has an average water year precipitation of 39 inches. The upper Denniston Creek watershed has a similar precipitation to the upper Pilarcitos Creek watershed at its origins in the Santa Cruz Mountain Range.

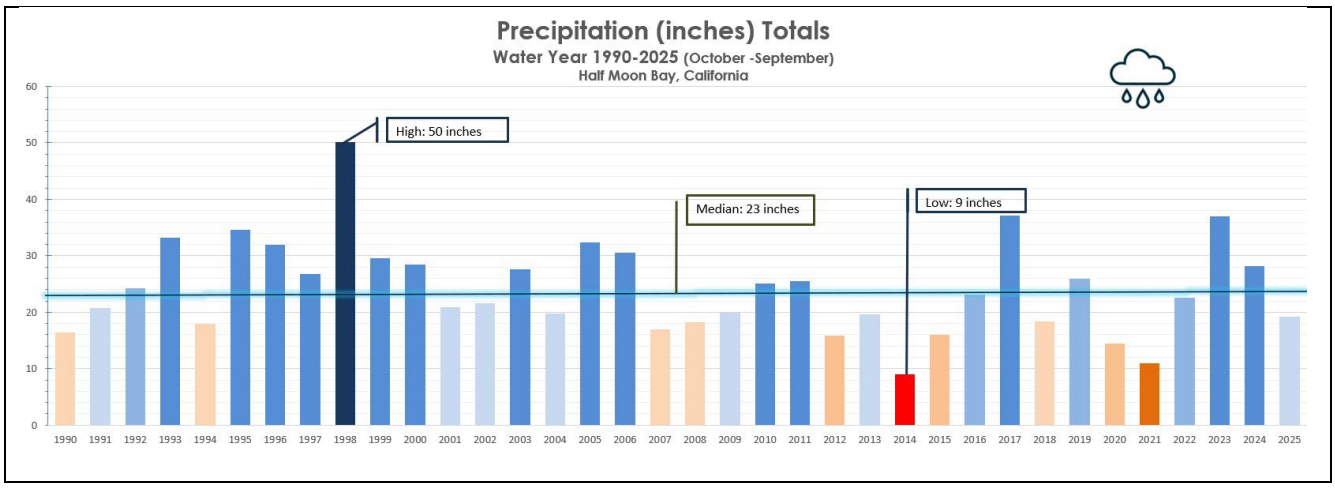
The Crystal Springs Reservoir receives imported water from the Hetch Hetchy watershed. The local watershed that drains into Crystal Springs Reservoir has an average water year precipitation of 39 inches in the higher elevation and about 26 inches in the lower elevations of the watershed.

The District relies on imported water from the Hetch-Hetchy watershed in the Sierra Nevada Mountain Range. The Hetch-Hetchy watershed has an average water year precipitation of approximately 35 inches. Other SFPUC watersheds in the East Bay and Peninsula also contribute to the RWS's supplies.

Climate Change
Climate change is predicted to result in high variability year to year. The predicted increase in temperatures will result in more severe droughts, which could impact local water and imported water supplies. Warmer temperatures across the state could result in a shorter snow season with more rain and less snowpack in the Sierras Nevada Mountain Range.

The chart below displays local precipitation by water year since 1990. The precipitation records are from the NOAA NCDC Station 43714 in Half Moon Bay. The chart displays the variability from one water year to the next and displays periods of multiple drought years. The mean is 24 inches and the median is 23 inches

Figure 2 - Precipitation (inches) for Half Moon Bay - Water Years 1990 to 2025



Water Shortage [CWC Section 10632(a)(7)(B) and CWC Section 10632(a (7)(C)]
The District will declare a water shortage emergency when there is not adequate water to meet the normal demand of its service area. A declaration of a drought emergency by the state, city, or county would also trigger the District to declare a water shortage emergency. The District will coordinate with the city and county during water shortage emergencies.

A water shortage occurs when a geographic area experiences water demand that cannot be met by current water supply. This can be caused by drought, natural disaster, sabotage, water system failure, or supply chain disruptions.

A drought is a meteorological occurrence, which describes less precipitation than average for a specific geographic area. It is possible for a geographic area to be in a drought but not have a water shortage. If a geographic area has extensive water storage compared to their demand, they may have enough water storage to make up for the deficit in precipitation for a defined period. It is also possible for a geographic area to have normal precipitation but find itself in a water shortage because demand is greater than the normal amount of precipitation and storage can meet.

Catastrophic water system failures from a natural disaster, sabotage, or infrastructure failure may result in the inability for the water system to meet demand. Water system failures and supply chain disruptions may also result in the inability of the water system to meet demand with water that meets regulatory water quality standards.

Historic Water Shortage Records
The District has experienced water shortages in the past due to drought conditions. District customers have been very responsive to water rationing programs that have been implemented during critically dry periods in the past. Mandatory water rationing was in effect in 1977, 1978, 1988, 1989,1990, 1991, 1992, 1993, 2014, 2015, 2016, 2017, and 2022.

The residential sector has been particularly responsive to drought measures imposed by the District. In 1977, residential consumption dropped by 33 percent, the first year in which water rationing was instituted. Subsequent dry years, in which rationing was instituted, also saw significant reductions in water use and production. Table 1 shows the percent reduction in years that customers were asked to conserve water due to water shortages.

Table 1 - Reduction in Production Due to Rationing

Table 1	
Calendar Year	**Percent Reduction in Production of Water**
1977	25%
1978	5%
1988	14%
1989	13%
1990	19%
1991	35%
1992	25%
1993	12%
2007	-5.8%
2008	4%
2009	14%
2014	9%
2015	18%
2016	18%
2017	18%
2021	4%
2022	17%
2023	23%

During past water shortage emergency periods, residential accounts were allocated an average number of billing units per cycle per person. According to the District's Ordinance No. 26 (1990), permanent residents were allocated 7 units per billing cycle (approximately 87 gallons per day per person). In Ordinance No. 28 (1991), the District allocated 8 units per billing cycle per person (100 gallons per day per person). The water shortages between 2012 and in 2022 focused on outdoor water use restrictions and prohibitions to meet water savings goals. Table 2 lists the historic water shortage episodes or periods in the District's recent past and the resulting rationing status.

There were three consecutive dry water years (2007-2008-2009) with 2007 being critically dry. Voluntary 10 percent rationing was implemented. A significant difference between the water shortages in the 1970's and 1990's, compared to the most recent water shortages, is that the District did not have Upper Crystal Springs Reservoir as a source of water during the 1970's and 1990's water shortages. Upper Crystal Springs Reservoir became available to the District in 1994. During recent water shortages, the District relied upon the available water storage in Upper Crystal Springs Reservoir.

There were five consecutive drought years between 2012 and 2017. The State Water Resources Control Board adopted mandatory water conservation goals in 2015 along with specific end user requirements and outdoor restrictions. Coastside County Water District's goal was an 8 percent reduction in water production from June 2015 through October of 2016 compared to the same months of 2013. The District exceeded the 8 percent conservation goal by achieving a 19 percent decrease in water sales from the base year of 2013.

There were a few consecutive dry years between 2020 and 2022. It started with voluntary rationing and then quickly went into mandatory rationing. Rationing was not lifted until April of 2023. On May 5, 2021, the District passed resolution 2021-02 to authorize implementation of a Stage 1 Water Shortage Advisory. The District asked for a voluntary 10 percent reduction by reducing irrigation. On March 24, 2022, the District adopted Ordinance 2022-01 with a goal of achieving a 17 percent water savings by continuing to target outdoor water use under a Stage 2 Water Shortage Warning.

After multiple consecutive dry years, it may be necessary to maintain voluntary or mandatory rationing within the District's service area for an additional year once precipitation has returned to normal or above normal. It may take a couple of consecutive normal water years to allow surface water storage and ground water storage to recover.

Table 2 shows the history of water shortage episodes for the District's service area. For the water shortages between 1976 and 1993, the District did not have Upper Crystal Springs as a water source. In the 2007 through 2009 water shortage, the upper intake in Upper Crystal Springs Reservoir was exposed because the water level dropped significantly in the reservoir. SFPUC attempts to operate the water levels more carefully after that episode, so that the District's intakes are not impacted.

Figure 3 - Upper Intake at Crystal Springs Reservoir, August 2007

Table 2 - Water Shortage Episodes in Half Moon Bay

Table 2			
Year	Calendar Year Gross Production (MGY)	Rationing Status	Water Year Inches of Local Precipitation
1976	475	Voluntary	14.72
1977	356	Mandatory	14.61
1978	450	Mandatory	34.15
1987	733	Voluntary	18.16
1988	632	Voluntary	20.17
1989	637	Mandatory	24.51
1990	593	Voluntary	16.45
1991	479	Mandatory	20.76
1992	548	Mandatory	24.19
1993	644	Mandatory	33.22
2007	932	Voluntary	18.78
2008	848	Voluntary	20.41
2009	761	Voluntary	20.48
2012	698	Voluntary	15.82
2013	759	Voluntary	19.56
2014	690	Mandatory	8.99
2015	618	Mandatory	16.00
2016	622	Mandatory	23.08
2017	653	Voluntary	37.13
2020	648	Voluntary	14.44
2021	621	Voluntary	10.99
2022	537	Mandatory	22.59
2023	501	Voluntary	37.02
Rainfall Data NOAA NCDC Station 43714 – Half Moon Bay			
CY2013	Driest Calendar Year on Record		6.58
WY2014	Driest Water Year on Record		8.99
FY2014	Driest Fiscal Year on Record		9.44

Appendices B through G contain example resolutions, ordinances, and a staff report for different levels of a water shortage emergency. These examples were taken from past water shortages.

Section 2 | Water Shortage Impacts

Public Health
The District must balance the basic needs for health and safety for the residential population against the needs of the commercial, institutional, and agricultural customers. Water is required for non-residential customers to sustain employment, the economic stability of the community, and the services used by the residential community.

Risks to public health from a water shortage include impacts on water supply and raw water quality. As reservoir levels drop, water temperatures rise, and the concentration of contaminants increase. The result is an increased risk of algal blooms, along with a negative impact on odor and taste. Impacts on food production can range from a collapse in fisheries to a decline in irrigated agriculture and grazing land.

In 2025, the Residential-GPCD (R-GPCD) was 47. As the R-GPCD continues to get lower, as required by the Urban Water Use Objectives, the lower R-GPCD will result in demand hardening and will impact any attempts to ask customers to reduce their indoor water usage. As customers become more efficient in their water use, it will become more difficult to ask for reductions and will be more of a hardship for customers to reduce their water usage.

Recreation
Most of the recreation in the District's service area is focused on the coastline. Day use of beaches and parks could be impacted if there is not enough water for restrooms. Hiking in the local hillsides may be restricted if fire danger becomes a threat from human activity. If local golf courses are not able to irrigate their greens, it could result in a diminished golfing experience and fewer visitors coming to the area to play golf.

Wildfire
Wildlands in California can be strongly affected by drought. Moisture content decreases and plant materials become fuels that increase fire risk and can intensify wildfire behavior.

A significant portion of the District's raw water transmission infrastructure is surrounded by open space wildlands that are vulnerable to fire during an extended drought. The District has installed fire hydrants on a raw water line that goes through the Crystal Springs Reservoir watershed for use during wildfires to help protect the District's infrastructure and also a portion of SFPUC's infrastructure. The northern section of the District's service area is heavily wooded with invasive eucalyptus trees. There have been local and state initiatives to reduce the fuel load around urban areas to reduce fire risk. The local climate is influenced by cool temperatures and fog most of the year, so the risk of a wildfire is low during

normal water years, but during an extended drought or multiple drought cycles, the risk of wildfires is a recognized threat.

During a catastrophic wildfire, in a normal or drought period, the District's infrastructure would not be able to provide enough water to suppress a wildfire driven by high winds or high fuel content in the rural or open space areas. At best, during a catastrophic wildfire, the District's infrastructure may be able to prevent structures from being destroyed and provide protection for some of the urban boundaries. Wildfire or the threat of a wildfire may also result in the loss of power in the service area. The Palisades Fire in January 2025 was a demonstration of how wildfire can quickly spread between rural and urban interfaces during high wind events and dry conditions. It also focused attention on the urban retail water system's inability to maintain firefighting flows during catastrophic fire events. It demonstrated that in California fire season is not limited to summer months and crosses jurisdictional boundaries. Wildfire is a multijurisdictional threat and is addressed in the County of San Mateo Multijurisdictional Local Hazard Mitigation Plan.

Infrastructure [CWC Section 10632(a)(2)(A)]
If local sources were impacted by a drought or a natural disaster, the District would rely more on Upper Crystal Springs Reservoir, as a source of water. Raw water from Upper Crystal Springs Reservoir must be pumped over the Cahill Ridge to the Nunes Water Treatment Plant, which requires electricity.

During a power outage or facility failure at the Crystal Springs Pump Station, the District would rely on the Denniston Creek, Pilarcitos Reservoir and Pilarcitos Creek (Pilarcitos Creek wells can only be operated November through March). If the water level in Pilarcitos Reservoir is below the outlet, with permission from the SFPUC, the District could set up a temporary pumping system to draw water out of Pilarcitos Reservoir to supply the District. The Nunes Water Treatment Plant and Denniston Water Treatment plant both have generators that can operate the plant during a power failure and the District has a portable generator that can be deployed where it is needed.

During episodes of water shortages, annual flushing of the distribution system will need to cease. This might impact water quality in the long term, with complaints of colored water during planned and unplanned distribution system work.

The District's office and corporation yard have sufficient water and emergency rations to support a full crew for three days. An emergency generator is always maintained in operable condition at the District office and corporation yard.

Livestock
The City of Half Moon Bay and surrounding unincorporated areas have an agricultural base with many property owners who maintain livestock. In addition, there are recreational and commercial based operations that have stables. The

District must consider the needs of livestock when implementing any mandatory rationing.

Water Features [CWC Section 10632(b)]
Water features that use potable water either as part of or as their entire water source shall be regulated during a water shortage emergency. A decorative water feature is defined as any above ground or below-grade outdoor structure that contains water and is used for decoration or noise abatement. A recreational water feature is defined as any above ground or below-grade structure that contains water and is used for recreation or exercise (i.e., pool, hot tub, or spa).

Surrounding Rural Areas
Multiple years of drought have an impact on local surface and groundwater sources in the rural areas contingent to the District's service area. Since the District is not able to provide water to these rural areas, the District will refer these property owners to the County of San Mateo Emergency Management.

Section 3 | Water Supply Reliability Analysis [CWC Section 10632(a)(1) and CWC Section 10632(a)(4)(C)]

Description of Water Sources and Availability

The District currently has three water supply sources, which consist of imported water, local surface water, and local groundwater under the direct influence of surface water. Production from a specific water supply source can vary year to year, due to a variety of reasons. During drought conditions, the District will rely more on imported water from the SFPUC sources, if the lack of local precipitation causes local surface water to be impaired. A summary of each water supply source is provided below in Table 3 for fiscal year 2025.

Table 3 - Water Sources and Percent of Total Supply for FY2025

Table 3				
Local Sources			Imported-Purchased Sources	
Denniston Project		Pilarcitos Creek	SFPUC	
Denniston Creek	Denniston Wells GWUDI	Well Field GWUDI	Pilarcitos Reservoir	Upper Crystal Springs Reservoir
19%	0%	15%	36%	30%
FY 2025 Data				

San Francisco Public Utilities Commission (SFPUC) Regional Water System

The District purchased approximately 72 percent of its total water supply from the SFPUC since 1995. On average, 36 percent of the District's annual water supply comes from Pilarcitos Reservoir and 36 percent comes from Upper Crystal Springs Reservoir. Purchases from the SFPUC are limited to the District's ISG of 2.175 million gallons per day (MGD) in non-shortage water years, based on current agreements with the SFPUC. In fiscal year 2025, the District produced 1.5 MGD, which was classified as a normal water year.

In water shortages up to a 20 percent in the SFPUC RWS, agreements known as Tier 1 and Tier 2 are activated to allocate the available water among the SFPUC RWS users. These agreements are described later in this Plan.

Figure 4 - SFPUC Regional Water System

Pilarcitos Reservoir is a local reservoir owned and operated by the SFPUC. It is in the coastal foothills (Santa Cruz Mountain Range) north of the City of Half Moon Bay. It is completely dependent upon local precipitation and runoff. Releases from the reservoir flow into Pilarcitos Creek. The District's turn-out from Pilarcitos Reservoir is downstream of the reservoir at a historic structure called Stone Dam.

Upper Crystal Springs Reservoir is a local reservoir owned and operated by the SFPUC. It is in the coastal foothills (Santa Cruz Mountain Range) east of the City of Half Moon Bay. This reservoir is dependent upon imported water from the RWS and is supplemented by local runoff and precipitation.

Pilarcitos Creek (GWUDI)

Since 1995, the District produced 7 percent of its water supply from a well field located in Upper Pilarcitos Creek Canyon. The District can pump from November 1st through March 31st of each year, as described in the license for diversion from the State Water Resources Control Board. The license also limits diversions to 1.5 cubic feet per second (CFS)or 360 acre-feet per year. During drought conditions, supply from this source can be extremely low since the wells are dependent upon Pilarcitos Creek (sub-surface) flow. Pilarcitos Creek flows are influenced by local runoff and by the SFPUC's operation of Pilarcitos Reservoir releases to Pilarcitos Creek.

Denniston Creek Project

The Denniston Project refers to two water supply sources; groundwater under the direct influence of surface water (GWUDI) and Denniston Creek. On average, the District obtains 19 percent of its total water supply from Denniston surface water and 2 percent of its supply from the Denniston Well Field . During drought years the production from Denniston Creek is extremely low because of the small watershed area and because the water is shared with an agricultural user with senior water rights.

Facilities Description

The District has one conventional surface water treatment plant and one direct filtration treatment plant with a combined treatment capacity of 5.5 MGD. The Nunes Water Treatment Plant, located within unincorporated San Mateo County just east of the City of Half Moon Bay, treats raw water from Upper Crystal Springs Reservoir, Pilarcitos Reservoir and Pilarcitos Creek. The Denniston Water Treatment Plant, located in unincorporated San Mateo County in Moss Beach, treats raw water from Denniston Creek and the Denniston Well Field. The District has 8 treated water storage tanks for a total of 8.9 MG of treated water storage.

Section 4 | Annual Water Supply and Demand Assessment [CWC Section 10632(a)(2) and CWC Section(a)(2)(B)]

The Annual Water Supply and Demand Assessment (AWSD) was first required on July 1, 2022, and then every year thereafter. It requires an assessment of current conditions with the assumption that the next year is dry.

Decision Making Process

The SFPUC will notify the District and other wholesale customers by April 15th of the water supply conditions for the Regional Water System. If there is a water shortage, the magnitude of the water shortage will be determined by June 1st and the District's allocation from the SFPUC will become effective July 1st. Since the District is dependent on imported water, the SFPUC's determination on the water supply status will be critical to completing the annual water supply and demand assessment. A description of SFPUC's assessment process can be found in appendix K.

As described in detail in the Urban Water Management Plan, the SFPUC must consider the impact on the RWS water supply from implementation of the Bay Delta Plan. Appendices I and J provide supply scenarios with and without the Bay Delt Plan impacts for reference.

The District monitors local precipitation and groundwater elevations to assist in determining the adequacy of local sources. During periods of less than normal precipitation, the District will determine how productive local sources will be for the upcoming fiscal year.

The District will take the SFPUC supply forecast and the District's projected local supply sources to determine the total forecasted available water supply for production. If a reduction is forecast, the reduction will be implemented on July 1st or when a shortage is forecast to occur.

Besides the decision making process in accordance with the Regional Water System's decision making process, a determination of a water shortage or drought emergency can be made by the governor and action can be taken by the State Water Resources Control Board to mandate water conservation. The District would implement the stage of shortage that met the actions mandated by the state.

Description of Water Demand

Based on water sales in 2025, 55 percent of the District's demand is residential. The second major water use sector is commercial and Institutional, with 20 percent of annual water sales. Table 4 describes current demand in fiscal year 2025 in million gallons per year (MGY) and percentage of total.

Table 4 - Demand By Sales Class Type

Table 4		Fiscal Year 2025
Customer Sales Class	Demand (MGY)	Percentage
Single Family	284	55
Multi-Family	30	6
Agriculture Related	20	4
Raw Water	50	10
Irrigation	28	5
Commercial and Institutional	104	20
Total	**516**	**100**

This demand data in Table 4 informs the District on which sales classes to prioritize to achieve the water savings required by the water shortage. With over half the water usage being residential, it would require the residential sectors cooperation with any voluntary or mandatory rationing to see the results of water saving efforts.

Appendix H has a table of outreach performed during the last water shortage emergency. This outreach contributed toward a successful water savings campaign.

Section 5 | Impacts on Revenues and Expenditures [CWC Section 10632(a)(8)(A), CWC Section 10632 (a)(8)(B), and CWC Section 10632(a)(8)(C)]

Successful water rationing programs result in reduced water sales and reduced revenues. This is the cost of compliance. However, the District's expenditures do not decline in proportion to reduced sales because a large part of the District's expenditures are related to fixed capital costs, maintenance, and operations. In addition, it is likely that the District will pay more for imported water because the SFPUC will raise their wholesale rates to cover their reduced water sales and their increased administrative costs.

A reduction in water purchases from wholesale customers of the SFPUC - both voluntary and mandatory – would require the SFPUC to raise rates or use existing fund balance reserves to cover its expenses. The rate setting process for wholesale customers is governed by the terms of the Water Service Agreement, which provides that, in the event of a water shortage emergency, the Commission may adjust wholesale rates in an expedited way. Beyond drought rate setting and emergency rate setting, rates are set annually in coordination with the SFPUC annual budget process and are based on the forecasted wholesale share of regional water system expenditures and total purchases. If wholesale customer usage is expected to decrease, this would be incorporated into the wholesale rate forecast and rates may increase.

During periods of rationing, the District's administrative costs and staffing costs will increase due to enforcement of new rules and more outreach to customers. Consequently, retail water rates will increase during years of water shortages when rationing programs are implemented.

To ensure that the District receives adequate revenues to cover the cost of providing water service during mandatory water rationing, water shortage rates are included in the District's Rate and Fee Schedule which can be found on the District's website. There are three actions that must be taken to implement the water shortage rates.

1. A water shortage stage must be declared by the Board of Directors; and
2. The Board of Directors must take action to implement the water shortage rates; and
3. A written notice must be mailed to all customers at least 30 days prior to implementing the water shortage rates.

The District has an emergency reserve that it can use to cover increased costs until it can implement water shortage rates.

Section 6 | Agreements [CWC 10632(a)(2)(B)]

San Francisco Regional Water System (RWS)
The District purchases water from the SFPUC along with 26 other public and private water retailers. There are drought implementation plan agreements between the SFPUC and the SFPUC's wholesale customers, known as Tier One, and among the wholesale customers, known as Tier Two. These agreements allocate available water from the RWS during regional water system wide shortages of 20 percent or less.

SFPUC Tier One Drought Allocations
The WSA between the SFPUC and the Wholesale Customers, includes "Attachment H" a Water Shortage Allocation Plan (WSAP), also known as the Tier 1 Shortage Plan. This plan describes the method for allocating water from the RWS between the SFPUC's Retail Customers, on the one hand, and the Wholesale Customers collectively, on the other, during system-wide shortages caused by drought. The Tier 1 Shortage Plan applies only when the SFPUC determines that a system-wide water shortage due to drought exists, as set forth in a declaration of water shortage emergency by the SFPUC Commission; in the absence of such a declaration, the SFPUC also may opt to request voluntary cutbacks from its Retail and Wholesale Customers to achieve water use reductions. The SFPUC and the Wholesale Customers most recently amended the Tier 1 Shortage Plan in 2025.

The SFPUC allocates water under the Tier 1 Shortage Plan when it determines that the projected available water supply is less than projected system-wide water purchases for the upcoming Supply Year, defined as the period from July 1 through June 30. The following table shows the Retail Customers' share and the Wholesale Customers' share of the annual water supply available during shortages depending on the level of system-wide reduction in water use that is required. If the SFPUC determines that the level of system-wide reduction required during a shortage is greater than 20 percent, the SFPUC and the Wholesale Customers will meet to discuss the appropriate Retail and Wholesale Customers' shares of available water. The Retail and Wholesale Customers' shares of available water are also known as the Retail and Wholesale Customers' Tier 1 Allocations. The Wholesale Customers' Tier 1 Allocation will be apportioned among the individual Wholesale Customers based on a separate methodology, known as the Tier 2 Drought Response Implementation Plan (Tier 2 Plan), which is separately adopted by all the Wholesale Customers without the SFPUC's involvement as discussed further below. Table 5 breaks down the Tier One Plan allocation between SFPUC wholesale customers and SFPUC Retail Customers.

Table 5 - Share Of Available Water From Tier 1

Table 5		
Level of System-Wide Reduction in Water Use Required	Share of Available Water (Allocations)	
	SFPUC Share	Wholesale Customers Share
5% or less	35.5%	64.5%
6% through 10%	36.0%	64.0%
11% through 15%	37.0%	63.0%
16% through 20%	37.5%	62.5%

The Tier 1 Shortage Plan allows for voluntary transfers of shortage allocations between the SFPUC and any Wholesale Customer as well as between Wholesale Customers themselves. In addition, voluntary transfers of water "banked" by the SFPUC or a Wholesale Customer, through reductions in usage greater than required, may occur. During the 2021-2023 water shortage, the District was able to "bank" water savings, that were rolled over into the next shortage year. The District also reached out to other wholesale customers to see if they would be willing to transfer part of their allocation, but none of them were willing to give up any of their allocation.

Under the Tier 1 Shortage Plan, if the Retail Customers' Tier 1 allocation results in the Retail Customers receiving a "positive allocation" (i.e., a supply of additional water rather than a required reduction in water use), then the excess percentage for Retail is re-allocated to the Wholesale Customers' Tier 1 allocation. The Retail Customers are also required to conserve a minimum of 5% for any level of reduction in system-wide water use. The additional water conserved by Retail Customers up to the minimum 5% level is deemed as remaining in RWS storage for inclusion in the calculation of projected available water in future successive dry years.

The Tier 1 Shortage Plan will expire at the end of the WSA's term in 2034, unless the SFPUC and the Wholesale Customers mutually agree to revise or terminate it prior to that date.

The Tier One Plan applies only when the SFPUC determines that a system-wide water shortage exists and issues a declaration of a water shortage emergency under California Water Code Section 350. Separate from a declaration of a water shortage emergency, the SFPUC may opt to request voluntary cutbacks from its

Retail and Wholesale Customers to achieve necessary water use reductions during drought periods.

SFPUC Tier Two Drought Allocations
The Wholesale Customers have adopted the current Tier 2 Plan in 2025, which allocates the Wholesale Customer Tier 1 allocation from the Tier 1 Shortage Plan among each of the 26 Wholesale Customers. These Tier 2 allocations are based on a formula that incorporates multiple factors for each Wholesale Customer including:

- Residential population;
- Non-residential "base" (i.e., indoor) use;
- Seasonal uses;
- Total RWS purchases in recent non-drought years; and
- Individual Supply Guarantee;

The Tier 2 Plan employs a structured, sequential, five-step method to allocate water to each Wholesale Customer. The allocations are constrained by minimum and maximum cutbacks, which establish the maximum final allocation and minimum guaranteed final allocation, respectively. No agency's final allocation can fall outside of these bounds. The allocation then proceeds by prioritizing indoor use.

The subsequent steps systematically allocate the remaining available water based on different customer demands. First focusing on indoor demand, water is allocated based on an agency's residential population and the State residential efficient indoor standard (47 gallons per person per day (GPCD) in 2025), followed by an allocation based on non-residential "base" (i.e., indoor) use. A limited amount of water is allocated based on seasonal use (e.g., cooling towers and irrigation). Finally, the remaining supply is allocated based on a weighted share of two-thirds RWS purchases in the recent non-drought years and one-third ISG.
The result of the Tier 2 Plan is each Wholesale Customers' proportion, expressed as a percentage, of the available Tier 1 allocation (allocation factor).

The Tier 2 Plan requires that the allocation factors be calculated by BAWSCA each year in preparation for a potential water shortage emergency. As the Wholesale Customers change their water use characteristics (e.g., increases or decreases in RWS purchases and use of other water sources, changes in monthly water use patterns, or changes in population), the allocation factor for each Wholesale Customer will also change. However, for long-term planning purposes, each Wholesale Customer may use as its allocation factor, the value identified in the Tier 2 Plan when adopted.

An exception was made for Coastside County Water District to consider actual production during the base year, as opposed to RWS purchases during the base

(non-drought years) years, since the District's local sources are vulnerable and the service area would not be allocated enough water to avoid health and safety impacts.

Montara Water and Sanitary District

Montara Water and Sanitary District's southern jurisdictional border is contingent to the northern border of the District's jurisdictional boundary in Moss Beach. The District and MWSD entered into an agreement, as of October 18, 2010, for the mutual benefit of both districts, to provide a temporary, interruptible supply of water for use during a water shortage emergency.

For the purposes of this agreement, emergency water supply is defined as a temporary and interruptible supply of water to help alleviate a water shortage emergency. The water shortage emergency is when ordinary demands and requirements of the District's water users cannot be satisfied without depleting its water supply to the extent that there would be insufficient water for human consumption, sanitation, and fire protection. The water shortage emergency must be due to a lack of water supply caused by circumstances outside the District's reasonable control or damage to the water system facilities, as a result of a "Force Majeure". For the purposes of this agreement, Force Majeure means; fire, flood, earthquake, natural calamity or acts of God, and governmental action or inaction.

The implementation of this agreement is still under review by both agencies, but the District would likely only receive an emergency water supply from the MWSD during a critical water shortage emergency, as defined in this Plan. There is no existing physical intertie between the two districts to allow this transfer of water.

Section 7 | Approach to Demand Reduction [CWC Section 10632(a)(3)(A)]

This plan provides six stages of response based on increasing severity. These types of responses would be appropriate for a drought or other types of water shortages.

Shortage Response Actions and Communication Protocol [CWC Section 10632(a)(4)(B), CWC Section 10632 (a)(4)(C), CWC Section 10632 (a)(4)(D), CWC Section 10632(a)(5)(A), CWC 10632 Section (a)(5)(B), 10632 Section (a)(7)(B), 10632 Section (a)(7)(C) and CWC Section (a)(5)(C)]

The six stages are listed in Table 5 (DWR Submittal Table 8-1 Water Shortage Contingency Plan Levels) and include up to a10 percent shortage through over a 50 percent shortage.

Table 6 - Water Shortage Contingency Plan Levels

Table 6		
Water Shortage Contingency Plan Levels *DWR Submittal Table 8-1*		
Shortage Level	**Percent Shortage Range**	**Shortage Response Actions**
1	Up to 10%	Water Shortage Advisory
2	Up to 20%	Water Shortage Emergency Warning
3	Up to 30%	Water Shortage Emergency
4	Up to 40%	Water Shortage Severe Emergency
5	Up to 50%	Water Shortage Extreme Emergency
6	>50%	Water Shortage Catastrophic (Extraordinary) Emergency
CWC Section 10632(a)(3)(B)		

The District has monthly billing for all customers. Monthly billing gives the customer faster feedback on meeting reduction goals and gives the District time to notify and work with customers having difficulty meeting reduction goals.

These stages are declared by the Board of Directors, as recommended by staff. Each water shortage episode is unique and will require individual water use restrictions to fit those unique circumstances. The following is a brief written description of a general escalation of actions that would be considered for possible adoption by the District at the different stages of water shortage. Table 7

(DWR Submittal Table 8-2 Demand Reduction Actions) summarizes very briefly a description of demand reduction actions at each level (stage) of water shortage.

Table 7 - Demand Reduction Actions

Table 7				
Demand Reduction Actions (DWR Submittal Table 8-2)				
Shortage Level	Demand Reduction Actions ***Drop down list*** *These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that apply.*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*	Penalty, Charge, or Other Enforcement? ***For Retail Suppliers Only*** *Drop Down List*
Add additional rows as needed				
1	Expand Public Information Campaign	Up to 10 percent	Voluntary	No
2	Landscape - Restrict or prohibit runoff from landscape irrigation	Up to 20 percent	Mandatory	Yes
3	Moratorium or Net Zero Demand Increase on New Connections	Up to 30 percent	Mandatory	Yes
4	Implement or Modify Drought Rate Structure or Surcharge	Up to 40 percent	Mandatory	Yes
5	Increase Water Waste Patrols	Up to 50 percent	Mandatory	Yes
6	Reduce System Water Loss	Greater than 50 percent	Mandatory	Yes
NOTES: CWC Section 10632(a)(4)(A,(C) and (E)				

Stage 1: Water Shortage Advisory
The public is informed as early as meaningful data are available that a possible shortage may occur. The District's water waste ordinance would be enforced to the maximum extent possible. The District would request **voluntary** water conservation to encourage behavior changes and a reduction in irrigation. District staff would assess local sources and begin to prepare for implementation of mandatory rationing. This stage relies heavily on voluntary cooperation and support of customers to meet consumption reduction goals.

The District originally adopted an ordinance (No.1997-01) in 1997 that establishes rules and regulations prohibiting wasteful water use during normal water supply conditions. This ordinance was updated in 2008 (2008-01) to conform to the California Urban Water Conservation Council's memorandum of understanding (MOU) for best management practices. This ordinance can be used before the WSCP is implemented and during a stage 1 shortage, as long as the resolution clearly states that the Ordinance is still in effect. The Ordinance can be found in appendix G. During a declared water shortage, this ordinance will not apply. The District will need to implement, with the Board of Directors approval, additional and specific regulations to meet water rationing goals. Examples of past drought ordinances and resolutions can be found in appendix B, C, D, E, and F.

At Stage 1, the District should consider the following actions:

- Implementation of a public information campaign
- Coordination with the Bay Area Water Supply and Conservation Agency
- Coordination with the San Francisco Public Utilities Commission
- Coordination with the County of San Mateo and the City of Half Moon Bay
- Coordination and communication with all District staff and Board of Directors
- Implementation of a production and consumption monitoring and reporting plan
- Planning for the continuation and escalation of water shortage conditions
- Encouraging leak detection and repair for retail customers
- Educating the public on water waste prohibitions

Communication Protocol **Stage 1 – Water Shortage Advisory**
"Due to less than normal precipitation this water year (and previous year), we are asking customers to voluntarily ration water with a goal of achieving a 10 percent reduction in water consumption. Rationing water now will help keep water storage in Pilarcitos Reservoir and Upper Crystal Springs Reservoir at adequate levels, if dry conditions should continue."

Stage 2: Water Shortage Emergency Warning
If water supply conditions worsen, this stage would begin to implement specific mandatory restrictions on water use beyond those items listed in . This stage would be a transitional stage to prepare customers and the District for a Water Shortage Emergency.

At Stage 2, the District should consider the following actions:

- Continuing with actions from Stage 1
- Escalating the public information campaign
- Implementing restrictions on decorative water features
- Encouraging the use of WaterSmart by customers to track water usage
- Performing outreach to major customers, regarding water supply status
- Designating days, times, and duration that irrigation is allowed when voluntary measures are not meeting goals
- Raw water customer is at zero allocation (there is no surplus water)
- Studying the impacts to revenue and developing a budget strategy for mitigating decreases in revenue
- Informing the City of Half Moon Bay and the County of San Mateo of water supply status
- Informing the Coastside Fire Protection District of water supply status and request cooperation in reducing training exercises that use water
- Prohibiting the cleaning of certain exterior surfaces with potable water
- Prohibiting the cleaning of driveways and sidewalks with potable water
- Suspend or significantly reduce routine flushing of water mains
- Emphasizing leak detection and repair for the District's transmission and distribution system
- Establishing and advertising a hotline to respond to questions and reports of water waste, if needed
- Prohibit water runoff from landscape irrigation
- Prohibiting the installation of new plants, trees, and turf
- Prohibiting the installation of new water features
- Prohibiting the installation of new swimming pools

Communication Protocol **Stage 2 – Water Shortage Emergency Warning**
"Water supply conditions have worsened and it is now necessary to impose mandatory restrictions on water use. The District encourages customers to ration water and to help the District achieve a 20 percent reduction in water consumption. Rationing water now will help maintain an adequate water supply to meet the public health and safety needs of the community."

Stage 3: Water Shortage Emergency
This stage would escalate mandatory restrictions and prohibitions. The District would strongly consider transitioning into water allocations (water budgets) or modifying existing water allocations. Restrictions would emphasize prohibiting landscape irrigation for non-residential and residential customers. Implementation of penalties and surcharges would be considered for non-compliance with mandatory restrictions. The District would continue to study the impacts to revenue and expenditures and consider adopting a budget strategy.

At Stage 3, the District should consider the following actions:

- Continuing with actions taken in stages 1 and 2
- Implementing or modify residential and non-residential water allocations (water budgets)
- Raw water customer is at zero allocation (there is no surplus water)
- Temporary moratorium on all new connections
- Implementing drought rates, surcharges, and penalties
- Providing information on legal gray water use
- Contacting the Coastside Fire Protection District and consider eliminating fire training exercises that use water
- Evaluating water waste prohibitions and expanding them
- Consider enhancing the District's leak repair program and possibly contracting out some leak repair activities

Communication Protocol **Stage 3 – Water Shortage Emergency**
"There is a serious water shortage emergency and it is necessary to ration the available water supply for public health and safety, while trying to minimize negative impacts to the local economy. The District needs the cooperation from all its customers to achieve a 30 percent reduction in water consumption. "

Stage 4: Severe Water Shortage Emergency
This stage would include mandatory restrictions and water allocations. At this stage all decorative landscape irrigation would be prohibited and residential allocations would be severely reduced from the previous stage.

At Stage 4, the District should consider the following actions:

- Continuing with actions taken in stages 1, 2 and 3
- Adjusting residential and commercial allocations for a more severe water shortage
- Modify or implement drought rate structure, surcharges and penalties

- Prohibiting all new decorative landscape installations
- Prohibiting irrigation except for the survival of approved trees and edible gardens
- Scheduling staff for enforcement and customer service on the weekends
- Prohibiting on-site fleet, dealership and residential vehicle washing
- Prohibiting the use of portable meters, except for public agencies and District contractors
- Deferring certain capital improvement projects that don't result in a potential water savings
- Turning off and locking dedicated irrigation accounts

Communication Protocol **Stage 4 – Severe Water Shortage Emergency**
"There is a severe water shortage emergency and it is necessary to ration water to the maximum extent possible. The District needs the cooperation from all its customers to achieve a 40 percent reduction in water consumption."

Stage 5: Extreme Water Shortage Emergency
The need for demand reduction could include a combination of mandatory measures, penalties, and rate surcharges. Allocations would be implemented to meet the minimum health and safety standards. Only enough water for public health and safety needs.

At Stage 5, the District should consider the following actions:

- Continuing with actions from stages 1, 2, 3 and 4
- Adjusting allocations for a critical water shortage emergency
- Providing special notification to major users and visitor serving customers
- Closing public pools and public showers, including showers at private and public recreation facilities
- Increase water waste patrols and enforcement action

Communication Protocol **Stage 5 – Extreme Water Shortage Emergency**
"There is an extreme water shortage emergency and there is only enough water to meet the most basic needs of the community. The hardship to residential and commercial customers is extreme and the District appreciates the cooperation of its customers to meet a 50 percent reduction in water consumption."

Stage 6: Extraordinary or Catastrophic Water Shortage Emergency
This stage is the most extreme and can apply to the entire service area or to just a portion of the service area. The need for demand reduction could include a combination of mandatory measures, penalties, and rate surcharges. This could be used as the last stage of a progressive situation, such as a drought of increasing severity, or to address an immediate crisis, such as a facility failure, natural disaster, or power failure. It could also be the result of sabotage or contamination of one or more of our major water supply sources.

At Stage 6, the District should consider the following actions:

- Continuing actions from stages 1,2,3,4, and 5
- Purchasing bottled water to provide to customers for nominal charge or free of charge
- Requesting emergency water supplies from neighboring water agencies, including SFPUC
- Continue to evaluate and reduce distribution and transmission system water real losses

Communication Protocol **Stage 6 – Catastrophic Water Shortage Emergency**
"An extraordinary water shortage emergency exists and there is insufficient water to meet the most basic needs of the community. The hardship to residential and commercial customers is catastrophic. Only water for essential use is allowed. The District appreciates the cooperation of its customers to meet a greater than 50 percent reduction in water consumption."

The District does not have a supply augmentation method in place to activate during a water shortage when local and imported water supplies are impacted. Augmentation methods include rain seeding, transfers, other purchases, new recycled water, exchanges, and stored emergency supply. It also lists improved customer billing, modified drought rate structure and expanded public information campaign.

The District lists public information campaigns and drought rates as demand reduction tools, so it is not appropriate to list them also as supply augmentation. The District has already taken steps to improve customer billing, so it is not an option available. Table 8 is a required DWR table that is included but has no information to report.

Table 8 - Supply Augmentation and Other Actions (CWC 10632(a)(4)(A)]

Table 8			
Supply Augmentation and Other Actions (DWR Submittal Table 8-3)			
Shortage Level	Supply Augmentation Methods and Other Actions by Water Supplier ***Drop down list*** *These are the only categories that will be accepted by the*	How much is this going to reduce the shortage gap? *Include units used (volume type or percentage)*	Additional Explanation or Reference *(optional)*
Add additional rows as needed			
CWC Section(a)(4)(B),(D) and (E)			
NOTES: The District does not have any supply augmentation methods.			

Reduction by Sales Category [CWC Section 10632(a)(4)(E)]
In developing the allocations among the different sales categories and stages, the need for public health and a sustainable economy should be considered. During a water shortage, the priority for public health, sanitation and safety are given priority over other water uses. A population of 19,033 (2025 Population Estimate) for the service area was assumed in the calculations for the residential component. Table 9 represents the residential allocation at the different stages as gallons per capita per day.

Table 9 - Residential GPCD at Each Stage of Shortage

Table 9		
Residential GPCD		
Stage	Shortage	GPCD
0	0	47
1	10%	41
2	20%	40
3	30%	36
4	40%	32
5	50%	25
6	60%	20

The most severe water shortage stage allocates approximately 20 gallons per day per person. This table shows the progression of reducing residential demand

during the different water shortage stages and confirms that enough water has been allocated to meet the basic domestic sanitation needs of the residential population.

With high efficiency fixtures and significant hardship 20 gallons per day per person should provide enough water to meet the health and safety standards for residential customers. There will be some individuals with special medical needs that will need additional water allocated and any rationing scenarios implemented will need to account for customers with special needs. Table 10 illustrates how a dwelling with high efficiency fixtures could meet the most severe water shortage allocation of 20 gallons per day per person.

Table 10 - Health And Safety R-GPCD Example

Table 10

Health and Safety for Residential (GPCD)

Fixture	Multiplier	Efficiency	Gallons per day
Toilet	3 Flushes	1.28 gpf	3.8
Shower	4 minutes	1.8 gpm	7.2
Clothes Washer	1 load per week	4.5 WF	1.4
Kitchen Sink	3 minutes	1.8 gpm	5.4
Dishwasher	1 load per week	6.5 g/cycle	0.9
Bathroom Sink	1 minute	1.2 gpm	1.5
Total			20

For non-residential customers, a percent reduction from a chosen base year would be the method for reducing water demand. This method is commonly used as a method for non-residential customers because it is considered easy to understand and to administer. The negatives of this method are that it can be perceived as penalizing customers that are water efficient because they will be asked to reduce consumption from a base consumption that is already water efficient. The hardship for non-residential customers will be significant in stages 3, 4, 5 and 6.

To some extent, financial rationing will be in place for all customers because rates will be higher and special penalties and charges will be in place for customers that use more water than they are allocated. Financial rationing gives an added incentive to reduce water consumption.

Another rationing method that will be used for all customers are specific use restrictions which prohibit certain uses of water, such as surface washing, vehicle washing, new connections and irrigation restrictions. This method is used in instances where other rationing methods might not be effective or there is the need for an immediate reduction in water use. This method is time and staff

intensive because it requires patrolling the service area to look for violations, tracking violations and following up on compliance.

California Water Code requires retail water suppliers to prioritize water use during a water shortage emergency. Current best practices shared by the Department of Water Resources and the American Water Works Association list the following examples:

1. Health – sanitation and hydration for indoor residential
2. Safety – fire suppression
3. Non-Residential – maintain economic base and protect local jobs.
4. Permanent Crops – takes five to ten years to replace orchards.
5. Annual Crops
6. Decorative and Recreational Landscaping – water for trees and shrubs; and
7. New Demand – two years of approved construction projects.

Table 11 is an example of a water supply allocation by sales class at the different stages of water shortage. The baseline (zero deficiency) is based on fiscal year 2025 demand by sales class. This table represents the analysis that must be done during every water shortage episode and at every water shortage stage because each water shortage episode has unique considerations based on the severity and cause of the water shortage. Each sales class or sector is listed with the percentage of normal allocation and the allocation in millions of gallons. Based on the severity of the water deficiency and the resulting allocations, a plan can be developed to meet the necessary reductions. The actions and measures described for each stage are intended to meet the required reduction.

Table 11 - Example Of Water Supply Allocations

			ADVISORY		WARNING		Emergency		SEVERE EMERGENCY		EXTREME EMERGENCY		EXTRAORDINARY EMERGENCY	
			Voluntary		Mandatory		Mandatory		Mandatory		Mandatory		Mandatory	
Annual Percent Reduction in Supply/Production	Baseline 0% Deficiency		Stage 1 10% Shortage		Stage 2 20% Shortage		Stage 3 30% Shortage		Stage 4 40% Shortage		Stage 5 50% Shortage		Stage 6 60% Shortage	
Annual Demand Reduction by Sales Class	Demand Allocation		Demand Allocation		Demand Allocation		Demand Allocation		Demand Allocation		Demand Allocation		Demand Allocation	
	% of baseline	MG	% of baseline	MG	% of baseline	MG	% of baseline	MG	% of baseline	MG	% of baseline	MG	% of baseline	MG
1 Residential - SFR	100	284	90	253	86	245	80	227	70	199	56	159	45	128
2 Commercial	100	34	100	34	100	34	84	28	65	22	55	19	35	12
3 Restaurant	100	19	100	19	100	19	84	16	65	12	55	10	35	6
4 Hotels/Motels	100	29	100	29	100	29	84	24	65	19	55	16	35	10
5 Schools	100	5	100	5	100	5	84	4	70	4	55	3	35	2
6 Multiple Dwellings	100	30	90	27	87	26	82	24	70	21	56	17	45	13
7 Beaches and Parks	100	5	100	5	100	5	84	4	35	2	30	2	35	2
8 Agriculture	100	20	100	20	100	20	84	17	65	13	55	11	35	7
9 Recreation	100	3	100	3	100	3	84	3	50	2	30	1	35	1
10 Marine Related	100	4	100	4	100	4	84	3	65	2	55	2	35	1
11 Residential Irrigation	100	11	50	6	25	3	0	0	0	0	0	0	0	0
12 Dedicated Fire Services	100	0.1	100	0	100	0.1	100	0.1	100	0.1	100	0.1	100	0.1
13 Non-Residential Irrigation	100	17	69	12	40	7	0	0	0	0	0	0	0	0
14 Raw Water Customer	100	50	90	45	0	0	0	0	0	0	0	0	0	0
15 Hydrant Meter/Portable	100	3	100	3	90	2	25	1	0	0	0	0	0	0
16 Construction	100	3	100	3	50	2	0	0	0	0	0	0	0	0
Total Sales	100	516	90%	466	78%	402	68%	352	57%	295	46%	239	35%	183
Emergency Reserve		0		0		8		8		8		8		8
Non-Revenue Simplified		47		40		40		34		34		34		34
Annual Available Supply/Production	100%	562	90%	506	80%	450	70%	394	60%	337	50%	281	40%	225
Annual Available Supply MGD		1.54		1.39		1.23		1.08		0.92		0.77		0.62
Actual Demand Reduction		0		56		112		169		225		281		338
Residential gpcd		47		41		39		36		32		25		20

Section 8 | Customer Compliance and Enforcement [CWC Section 10632(a)(6)]

Enforcement Tools

As a water district, Coastside County Water District has limited authority to penalize customers for water waste and non-compliance with regulations. In 2019, a new authority allows for local agencies to impose civil liability for violations of certain new water conservation requirements. Appendix A lists legal authorities related to water shortage contingency planning and implementation.

The District does not recommend the use of flow restrictors on the water services of customers in violation of water conservation ordinances. Flow restrictors can interfere with the operations and accuracy of the water meter.

During prior severe water shortage periods, the District implemented excess use fees to residential customers who consumed more water than their allocation. These fees were determined based on an allocation formula that considered, among other things, the number of residents per residential housing unit.

The most used enforcement tool during normal water years and water shortage years is to turn off domestic and irrigation water services for a specified period until compliance is achieved by the customer in violation of water waste rules. This is a lengthy process and is difficult to do when the customer includes children, seniors, or individuals with special needs.

If the District believes that water has been or is being used in violation of the District's water conservation restrictions, the District will send a written notice to the customer specifying the nature of the violation and the date and time of occurrence and request that the customer cease the violation and take corrective action. The District will provide the customer with a copy of the ordinance and inform the customer that failure to comply may result in termination of water service.

Appeal Process

The typical appeal process used in the District's water conservation ordinances includes providing a written appeal to the General Manger. The Ordinance shall include the steps necessary to submit an appeal. The decision of the General Manager shall be final. The General Manager will evaluate each written appeal based on the following criteria; public health, public safety, and regulatory requirements of a state or federal agency.

Section 9 | Seismic Risk Assessment [CWC Section 10632.5]

The District references the San Mateo County Multijurisdictional Local Hazard Mitigation Plan published in October 2021 for its seismic risk assessment. The plan can be found online at the County of San Mateo Emergency Management website (https://cmo.smcgov.org/multijurisdictional-local-hazard-mitigation-plan-resources).

Section 10 | Monitoring and Reporting Protocol [CWC Section 10632(a)(9)]

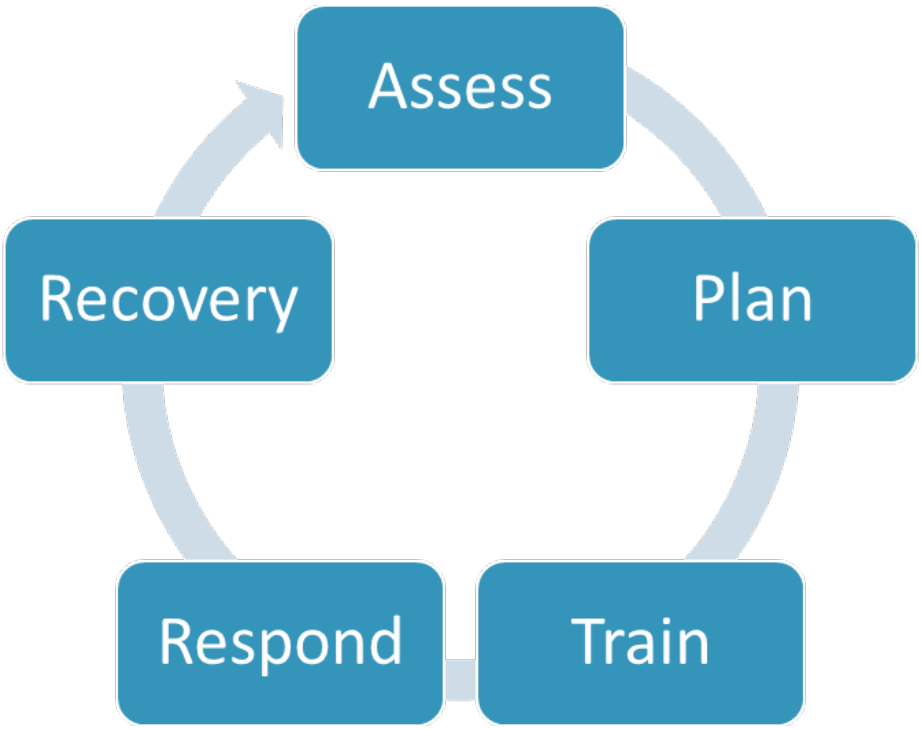
The District has a utility billing system, customer data analytics software, and hourly AMI data that is used to track and analyze customer consumption daily, weekly, or monthly. This data is available for reporting purposes and is available to the customer to help make decisions about water usage and rationing.

Section 11 | WSCP Refinement Procedures [CWC Section 10632(a)(10)]

Every water shortage episode provides challenges and successes that are documented and retained for future reference. The WSCP is written to provide District staff the flexibility to adapt to different types of water shortages, so the response can be as efficient and effective as possible.

Section 12 | Adoption of the WSCP [CWC Section 10632(c)]

The District prepared this 2025 WSCP and presented it to the Board of Directors for adoption on 12 May 2026 after conducting a public hearing. The plan was posted on the District's website within 30 days of adoption.


Assess
Plan
Train
Respond
Recovery

Appendices

Appendix A

Legal Authority [CWC Section 10632(a)(7)(A)]

Section	Description
California Water Code **Division 1 General State Powers over Water (100-540)** **Chapter 3 Water Shortage emergencies (350-359)** **CHAPTER 3.3. Excessive Residential Water Use During Drought [365 - 367]**	
350	The governing body (Board of Directors) of the water supply distributor (Coastside County Water District) has authority to declare water shortage emergency condition(s). This section defines water shortage emergency condition as when there would be "insufficient water for human consumption, sanitation, and fire protection."
351	Excepting in the event of a wildfire or a breakage or failure of a dam, pump, pipeline, or conduit causing an immediate emergency, the declaration shall be made only after a public hearing at which consumers of the water supply shall have an opportunity to be heard to protest against the declaration and to present their respective needs to said governing board.
352	Notice of the time and place of hearing shall be published pursuant to Section 6061 of the Government Code at least seven days prior to the date of hearing in a newspaper printed, published, and circulated within the area in which the water supply is distributed, or if there is no such newspaper, in any newspaper printed, published, and circulated in the county in which the area is located.
353	When the governing body has so determined and declared the existence of an emergency condition of water shortage within its service area, it shall thereupon adopt such regulations and restrictions on the delivery of water and the consumption within said area of water supplied for public use as will in the sound discretion of such governing body conserve the water supply for the greatest public benefit with particular regard to domestic use, sanitation, and fire protection.
354	After allocating and setting aside the amount of water which in the opinion of the governing body will be necessary to supply water needed for domestic use, sanitation, and fire protection, the regulations may establish priorities in the use of water for other purposes and provide for the allocation, distribution, and delivery of water for such other purposes, without discrimination between consumers using water for the same purpose or purposes.
355	The regulations and restrictions shall thereafter be and remain in full force and effect during the period of the emergency and until the supply of water available for distribution within such area has been replenished or augmented.
356	The regulations and restrictions may include the right to deny applications for new or additional service connections, and provision for their enforcement by discontinuing service to consumers willfully violating the regulations and restrictions.
357	If the regulations and restrictions on delivery and consumption of water adopted pursuant to this chapter conflict with any law establishing the rights of individual consumers to receive either specific or proportionate amounts of the water supply available for distribution within such service area, the regulations and restrictions adopted pursuant to this chapter shall prevail over the provisions of such laws relating to water rights for the duration of the period of emergency; provided, however, that any distributor of water which is subject to regulation by the State Public Utilities Commission shall before making such regulations and restrictions effective secure the approval thereof by the Public Utilities Commission.
358	Nothing in this chapter shall be construed to prohibit or prevent review by any court of competent jurisdiction of any finding or determination by a governing board of the existence of an emergency or of regulations or restrictions adopted by such board, pursuant to this chapter, on the ground that any such action is fraudulent, arbitrary, or capricious.

359	(a) Notwithstanding any other provision of law that requires an election for the purpose of authorizing a contract with the United States, or for incurring the obligation to repay loans from the United States, and except as otherwise limited or prohibited by the California Constitution, a public water agency, as an alternative procedure to submitting the proposal to an election, upon affirmative vote of four-fifths of the members of the governing body thereof, may apply for, accept, provide for the repayment together with interest thereon, and use funds made available by the federal government pursuant to Public Law 95-18, pursuant to any other federal act subsequently enacted during 1977 that specifically provides emergency drought relief financing, or pursuant to existing federal relief programs receiving budget augmentations in 1977 for drought assistance, and may enter into contracts that are required to obtain those federal funds pursuant to the provisions of those federal acts if the following conditions exist: (1) The project is undertaken by a state, regional, or local governmental agency. (2) As a result of the severe drought now existing in many parts of the state, the agency has insufficient water supply needed to meet necessary agricultural, domestic, industrial, recreational, and fish and wildlife needs within the service area or area of jurisdiction of the agency. (3) The project will develop or conserve water before October 31,1978 and will assist in mitigating the impacts of the drought. (4) The agency affirms that it will comply, if applicable, with Sections 1602, 1603, and 1605 of the Fish and Game Code. (5) The project will be completed on or before the completion date, if any, required under the federal act providing the funding, but not later than March 1, 1978. (b) Any obligation to repay loans shall be expressly limited to revenues of the system improved by the proceeds of the contract. (c) No application for federal funds pursuant to this section shall be made on or after March 1, 1978. (d) Notwithstanding the provisions of this section, a public agency shall not be exempt from any provision of law that requires the submission of a proposal to an election if a petition requesting such an election signed by 10 percent of the registered voters within the public agency is presented to the governing board within 30 days following the submission of an application for federal funds. (e) Notwithstanding the provisions of this section, a public water agency that applied for federal funds for a project before January 1, 1978, may make application to the Director of the Drought Emergency Task Force for extension of the required completion date specified in paragraph (5) of subdivision (b). Following receipt of an application for extension, the Director of the Drought Emergency Task Force may extend the required completion date specified in paragraph (5) of subdivision (b) to a date not later than September 30, 1978, if the director finds that the project has been delayed by factors not controllable by the public water agency. If the Drought Emergency Task Force is dissolved, the Director of Water Resources shall exercise the authority vested in the Director of the Drought Emergency Task Force pursuant to this section. (f) For the purposes of this section, “public water agency” means a city, district, agency, authority, or any other political subdivision of the state, except the state, that distributes water to the inhabitants thereof, is otherwise authorized by law to enter into contracts or agreements with the federal government for a water supply or for financing facilities for a water supply, and is otherwise required by law to submit those agreements or contracts or any other project involving long-term debt to an election within that public water agency.
365	(a) The Legislature finds and declares that this chapter furthers important state policies of encouraging water conservation and protecting water resources in the interest of the people and for the public welfare. (b) For the purposes of this chapter, “urban retail water supplier” has the same meaning as provided in Section 10608.12.
366	(a) During periods described in subdivision (a) of Section 367, excessive water use is prohibited by a residential customer in a single-family residence or by a customer in a multiunit housing complex in which each unit is individually metered or submetered by the urban retail water supplier. (b) Each urban retail water supplier shall establish a method to identify and discourage excessive water use, through one of the following options:

	(1) Establishing a rate structure, subject to applicable constitutional and statutory limitations, that includes block tiers, water budgets, or rate surcharges over and above base rates for excessive water use by a residential water customer. (2) (A) Establishing an excessive water use ordinance, rule, or tariff condition, or amending an existing ordinance, rule, or tariff condition, that includes a definition of or a procedure to identify and address excessive water use by metered single-family residential customers and customers in multiunit housing complexes in which each unit is individually metered or submetered and may include a process to issue written warnings to a customer and perform a site audit of customer water usage prior to deeming the customer in violation. (B) For the purposes of subparagraph (A), excessive water use shall be measured in terms of either gallons or hundreds of cubic feet of water used during the urban retail water supplier's regular billing cycle. In establishing the definition of excessive use, the urban retail water supplier may consider factors that include, but are not limited to, all of the following: (i) Average daily use. (ii) Full-time occupancy of households. (iii) Amount of landscaped land on a property. (iv) Rate of evapotranspiration. (v) Seasonal weather changes. (C) (i) A violation of an excessive use ordinance, rule, or tariff condition established pursuant to subparagraph (A) shall result in an infraction or administrative civil penalty. The penalty for a violation may be based on conditions identified by the urban retail water supplier and may include, but is not limited to, a fine of up to five hundred dollars ($500) for each hundred cubic feet of water, or 748 gallons, used above the excessive water use threshold established by the urban retail water supplier in a billing cycle. (ii) Any fine imposed pursuant to this subparagraph shall be added to the customer's water bill and is due and payable with that water bill. (iii) Each urban retail water supplier shall have a process for nonpayment of the fine, which shall be consistent with due process and reasonably similar to the water supplier's existing process for nonpayment of a water bill. (D) (i) Consistent with due process, an urban retail water supplier shall establish a process and conditions for the appeal of a fine imposed pursuant to subparagraph (C) whereby the customer may contest the imposition of the fine for excessive water use. (ii) As part of the appeal process, the customer shall be provided with an opportunity to provide evidence that there was no excessive water use or of a bona fide reason for the excessive water use, including evidence of a water leak, a medical reason, or any other reasonable justification for the water use, as determined by the urban retail water supplier. (iii) As part of the appeal process, the urban retail water supplier shall provide documentation demonstrating the excessive water use. (c) (1) The provisions of subdivision (b) do not apply to an urban retail water supplier that is not fully metered in accordance with Section 527. An urban retail water supplier shall comply with the provisions of subdivision (b) when all of the water supplier's residential water service connections are being billed based on metered water usage. (2) An urban retail water supplier that is not fully metered shall prohibit water use practices by an ordinance, resolution, rule, or tariff condition that imposes penalties for prohibited uses of water supplied by the water supplier. The urban retail water supplier may include a process to issue written warnings prior to imposing penalties as well as increased penalty amounts for successive violations.
367	(a) This chapter applies only as follows: (1) During a period for which the Governor has issued a proclamation of a state of emergency under the California Emergency Services Act (Chapter 7 (commencing with Section 8550) of Division 1 of Title 2 of the Government Code) based on statewide drought conditions to an urban retail water supplier that has moved to a stage of action in response to a local water supply shortage condition under the water supplier's contingency plan pursuant to paragraph (1) of subdivision (a) of Section 10632 that requires mandatory water use reductions.

	(2) To an urban retail water supplier during a period in which the water supplier has moved to a stage of action in response to a local water supply shortage condition under the water supplier's contingency plan pursuant to paragraph (1) of subdivision (a) of Section 10632 that requires mandatory water use reductions. (3) To an urban retail water supplier affected during a period for which the Governor has issued a proclamation of a state of emergency under the California Emergency Services Act (Chapter 7 (commencing with Section 8550) of Division 1 of Title 2 of the Government Code) based on local drought conditions. (b) The provisions of this chapter are in addition to, and do not supersede or limit, any other measures or remedies implemented by an urban retail water supplier.
377	Local agencies are authorized to impose civil liability for violations of certain new water conservation requirements
California Water Code **Division 12 County Water Districts 30000-33901** **Part 5 Powers and Purposes (31000-31182)**	
31020	A district may do any act necessary to furnish sufficient water in the district for any present or future beneficial use.
31021	A district may store water for the benefit of the district, conserve water for future use, and appropriate, acquire, and conserve water and water rights for any useful purpose.
31026	A district shall have the power to restrict the use of district water during any emergency caused by drought, or other threatened or existing water shortage, and to prohibit the wastage of district water or the use of district water during such periods, for any purpose other than household uses or such other restricted uses as may be determined to be necessary by the district and may prohibit use of such water during such periods for specific uses which the district may from time to time find to be nonessential.
31027	(a) A district may prescribe and define by ordinance the restrictions, prohibitions, and exclusions. Every such ordinance shall be in full force and effect immediately upon adoption, but shall be published once in full in a newspaper of general circulation, printed, published and circulated in the district within 10 days after adoption, or if there be no such newspaper it shall be posted within 10 days after adoption in three public places within the district. (b) The publication of ordinances, as required by subdivision (a), may be satisfied by either of the following actions: (1) The district may publish a summary of a proposed ordinance or proposed amendment to an existing ordinance. The summary shall be prepared by an official designated by the board. A summary shall be published and a certified copy of the full text of the proposed ordinance or proposed amendment shall be posted in the office of the board at least five days prior to the board meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. Within 15 days after adoption of the ordinance or amendment, the board shall publish a summary of the ordinance or amendment with the names of those directors voting for and against the ordinance or amendment and the official shall post in the office of the board a certified copy of the full text of the adopted ordinance or amendment along with the names of those directors voting for and against the ordinance or amendment. (2) If the official designated by the board determines that it is not feasible to prepare a fair and adequate summary of the proposed or adopted ordinance or amendment, and if the board so orders, a display advertisement of at least one-quarter of a page in a newspaper of general circulation in the county shall be published at least five days prior to the board meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. Within 15 days after adoption of the ordinance or amendment, a display advertisement of at least one-quarter of a page shall be published. The advertisement shall indicate the general nature of, and provide information about, the proposed or adopted ordinance or amendment, including information sufficient to enable the public to obtain copies of the complete text of the ordinance or amendment, and the names of those directors voting for and against the ordinance or amendment.

31028	A district shall have power to make findings upon each and all of the matters referred to in Section 31026. A finding by the board of directors upon the existence, threat or duration of an emergency or shortage or upon the matter of necessity or any other matter or condition shall be made by resolution or ordinance and shall be prima facie evidence of the fact or matter so found, and such fact or matter shall be presumed to continue unchanged unless and until a contrary finding shall have been made by the board by resolution or ordinance. Such finding shall be received in evidence in any civil or criminal proceeding in which it may be offered,and shall be proof and evidence of the fact or matter found until rebutted or overcome by other sufficient evidence received in such proceeding. Copy of any resolution or ordinance setting forth any finding shall, when certified by the secretary of the district, be evidence that the finding was made by the district as shown by the resolution or ordinance and certification.
31029	After the publication or posting of any ordinance as provided in Section 31027, it is a misdemeanor for any person to use or apply water received from the district contrary to or in violation of the restriction or prohibition, until the ordinance has been repealed or the emergency or threatened emergency has ceased, and, upon conviction thereof, that person shall be punished by imprisonment in the county jail for not more than 30 days or by fine of not more than six hundred dollars ($600), or by both the fine and imprisonment.
31035	A district may undertake a water conservation program to reduce water use and may require as a condition of new service that reasonable water-saving devices and water reclamation devices be installed to reduce water use.
California Water Code **DIVISION 6. CONSERVATION, DEVELOPMENT, AND UTILIZATION OF STATE WATER RESOURCES [10000 - 12999]** **PART 2.6. URBAN WATER MANAGEMENT PLANNING [10610 - 10657]** **CHAPTER 3. Urban Water Management Plans [10620 - 10645]** **ARTICLE 2. Contents of Plans [10630 - 10634]**	
10632	(a) Every urban water supplier shall prepare and adopt a water shortage contingency plan as part of its urban water management plan that consists of each of the following elements: (1) The analysis of water supply reliability conducted pursuant to Section 10635. (2) The procedures used in conducting an annual water supply and demand assessment that include, at a minimum, both of the following: (A) The written decision making process that an urban water supplier will use each year to determine its water supply reliability. (B) The key data inputs and assessment methodology used to evaluate the urban water supplier's water supply reliability for the current year and one dry year, including all of the following: (i) Current year unconstrained demand, considering weather, growth, and other influencing factors, such as policies to manage current supplies to meet demand objectives in future years, as applicable. (ii) Current year available supply, considering hydrological and regulatory conditions in the current year and one dry year. The annual supply and demand assessment may consider more than one dry year solely at the discretion of the urban water supplier. (iii) Existing infrastructure capabilities and plausible constraints. (iv) A defined set of locally applicable evaluation criteria that are consistently relied upon for each annual water supply and demand assessment. (v) A description and quantification of each source of water supply. (3) (A) Six standard water shortage levels corresponding to progressive ranges of up to 10, 20, 30, 40, and 50 percent shortages and greater than 50 percent shortage. Urban water suppliers shall define these shortage levels based on the suppliers' water supply conditions, including percentage reductions in water supply, changes in groundwater levels, changes in surface elevation or level of subsidence, or other changes in hydrological or other local conditions indicative of the water supply available for use. Shortage levels shall also apply to catastrophic interruption of water supplies, including, but not limited to, a regional power outage, an earthquake, and other potential emergency events.

	(B) An urban water supplier with an existing water shortage contingency plan that uses different water shortage levels may comply with the requirement in subparagraph (A) by developing and including a cross-reference relating its existing categories to the six standard water shortage levels. (4) Shortage response actions that align with the defined shortage levels and include, at a minimum, all of the following: (A) Locally appropriate supply augmentation actions. (B) Locally appropriate demand reduction actions to adequately respond to shortages. (C) Locally appropriate operational changes. (D) Additional, mandatory prohibitions against specific water use practices that are in addition to state-mandated prohibitions and appropriate to the local conditions. (E) For each action, an estimate of the extent to which the gap between supplies and demand will be reduced by implementation of the action. (5) Communication protocols and procedures to inform customers, the public, interested parties, and local, regional, and state governments, regarding, at a minimum, all of the following: (A) Any current or predicted shortages as determined by the annual water supply and demand assessment described pursuant to Section 10632.1. (B) Any shortage response actions triggered or anticipated to be triggered by the annual water supply and demand assessment described pursuant to Section 10632.1. (C) Any other relevant communications. (6) For an urban retail water supplier, customer compliance, enforcement, appeal, and exemption procedures for triggered shortage response actions as determined pursuant to Section 10632.2. (7) (A) A description of the legal authorities that empower the urban water supplier to implement and enforce its shortage response actions specified in paragraph (4) that may include, but are not limited to, statutory authorities, ordinances, resolutions, and contract provisions. (B) A statement that an urban water supplier shall declare a water shortage emergency in accordance with Chapter 3 (commencing with Section 350) of Division 1. (C) A statement that an urban water supplier shall coordinate with any city or county within which it provides water supply services for the possible proclamation of a local emergency, as defined in Section 8558 of the Government Code. (8) A description of the financial consequences of, and responses for, drought conditions, including, but not limited to, all of the following: (A) A description of potential revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4). (B) A description of mitigation actions needed to address revenue reductions and expense increases associated with activated shortage response actions described in paragraph (4). (C) A description of the cost of compliance with Chapter 3.3 (commencing with Section 365) of Division 1. (9) For an urban retail water supplier, monitoring and reporting requirements and procedures that ensure appropriate data is collected, tracked, and analyzed for purposes of monitoring customer compliance and to meet state reporting requirements. (10) Reevaluation and improvement procedures for systematically monitoring and evaluating the functionality of the water shortage contingency plan in order to ensure shortage risk tolerance is adequate and appropriate water shortage mitigation strategies are implemented as needed. (b) For purposes of developing the water shortage contingency plan pursuant to subdivision (a), an urban water supplier shall analyze and define water features that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code. (c) The urban water supplier shall make available the water shortage contingency plan prepared pursuant to this article to its customers and any city or county within which it provides water supplies no later than 30 days after adoption of the water shortage contingency plan.
California Water Code **Division 6. Conservation development and Utilization** **Part 2.6. Urban Water Management Planning** **Chapter 3. Urban Water Management Plans (10620 – 10645)**	

ARTICLE 2. Contents of Plans [10630 - 10634]	
10632 (7) (A)	A description of the legal authorities that empower the urban water supplier to implement and enforce its shortage response actions specified in paragraph (4) that may include, but are not limited to, statutory authorities, ordinances, resolutions, and contract provisions.
GOVERNMENT CODE - GOV **TITLE 2. GOVERNMENT OF THE STATE OF CALIFORNIA [8000 - 22980]** **DIVISION 1. GENERAL [8000 - 8899.72]** **CHAPTER 7. California Emergency Services Act [8550 - 8669.7]** **ARTICLE 2. General Definitions [8555 - 8562]**	
8558	Three conditions or degrees of emergency are established by this chapter: (a) "State of war emergency" means the condition that exists immediately, with or without a proclamation thereof by the Governor, whenever this state or nation is attacked by an enemy of the United States, or upon receipt by the state of a warning from the federal government indicating that such an enemy attack is probable or imminent. (b) "State of emergency" means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions such as air pollution, fire, flood, storm, epidemic, riot, drought, cyberterrorism, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake, or other conditions, other than conditions resulting from a labor controversy or conditions causing a "state of war emergency," which, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission. (c) "Local emergency" means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by conditions such as air pollution, fire, flood, storm, epidemic, riot, drought, cyberterrorism, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake, or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission.

Appendix B

Sample Staff Report: Implementation of Advisory

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: May 11, 2021

Report: May 5, 2021

Subject: Water Shortage Contingency Plan Stage 1 - Water Shortage Advisory - with a Request for Voluntary 10 Percent Reduction in Irrigation and Other Outdoor Water Use by District Customers

Attachments: A - Resolution 2021-02

B - Example of Outreach Materials

Recommendation:

That the Board of Directors authorize the implementation of Stage 1 – Water Shortage Advisory – of the District's Water Shortage Contingency Plan and adopts Resolution 2021-02 urging customers to reduce irrigation by 10 percent and reduce other outdoor water use.

Example of Public Messaging

"Due to two consecutive years of less than normal precipitation, we are asking all customers to voluntarily conserve water with a goal of achieving a ten percent reduction in irrigation and other outdoor water use. A successful voluntary water conservation campaign is the best way to delay mandatory water restrictions should the dry weather conditions continue through 2021."

Background

The District relies on purchased water from the SFPUC Regional Water System to meet the water demand of its service area. The SFPUC is asking wholesale customers to implement voluntary reductions in irrigation use by 10 percent. Their goal is to reduce the peak water usage that occurs during the summer months, so that there will be carry-over storage in their reservoirs for next fiscal year, if dry conditions continue for a third consecutive year.

On April 15, 2021, the SFPUC released their final water supply availability estimate to their wholesale customers. The results from the April snow course index confirmed that the Hetch-Hetchy watershed is experiencing dry conditions

Water Resources Page 1 of 3

that are very similar to last year. In addition, the local bay area watersheds are experiencing a second year of dry conditions.

Report

The District has enough water supply to meet the water demand of our customers through fiscal year 2022. By implementing the Water Shortage Advisory, the District can begin preparing for continued dry conditions through this and next fiscal year and allows the District to start an outreach campaign to our customers. Successful voluntary reductions in water use may delay the need for mandatory rationing. It also allows the District to plan for mandatory rationing should water supply conditions worsen.

The District's local sources have been impacted by two years of drought conditions and the District will not have Denniston Creek available to us this summer. In water year 2020 (October 1, 2019 through September 30, 2020) Half Moon Bay received 14.40 inches of precipitation, which is 55 percent of average. Half Moon Bay has only received 10.45 inches of precipitation in the current water year of 2021, which is 43 percent of average to date.

On March 5, 2021, the U.S. Department of Agriculture informed Governor Newsom in writing that 50 California counties were being designated as primary natural disaster areas due to drought conditions. San Mateo County was listed as a designated natural disaster area. On March 22, 2021, the SWRCB issued a statement that there are ongoing dry conditions in most of California's watersheds and asked that water supply agencies prepare for drought impacts statewide. On April 29, 2021, the U.S. Drought Monitor listed San Mateo County as being in extreme drought.

The District will need to initiate a customer outreach campaign and will use materials available through the Save Our Water campaign and any materials provided to us by BAWSCA and SFPUC. The District will rely on WaterSmart to identify customers that have high irrigation use and will target those customers for extra outreach.

To meet the requested reduction in outdoor water use, customers may choose to reduce irrigation by installing a more efficient irrigation system, reducing the number of days that they irrigate, and reducing the number of minutes that they irrigate. Customers should also check the efficiency of their irrigation systems to make sure that leaks are fixed, spray heads are adjusted correctly, and eliminate any run-off when they irrigate. The District will remind customers to use a broom instead of a hose to clean sidewalks and patios. And the District will ask customers to wash their cars less often or take it to a car wash that recycles their water.

Fiscal Impacts

There will be increased spending on outreach and educational materials. There may also be increased spending on developing drought rates and researching enforcement options.

Appendix C

Sample Resolution: Implementation of Stage1 – Water Shortage Emergency Advisory

RESOLUTION NO. 2021-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT

IMPLEMENTATION OF STAGE 1 - WATER SHORTAGE ADVISORY - OF THE DISTRICT'S WATER SHORTAGE CONTINGENCY PLAN AND URGING 10 PERCENT REDUCTION IN IRRIGATION BY CUSTOMERS IN RESPONSE TO DROUGHT CONDITIONS

WHEREAS, California is experiencing two consecutive years of drought; and

WHEREAS, the 2020 water year was extremely dry with Half Moon Bay at 55 percent of mean precipitation; and

WHEREAS, the San Francisco Public Utilities Commission's measurements on in the Hetch Hetchy watershed revealed snowpack conditions at 50 percent of median for April 1st conditions for water year 2020; and

WHEREAS, the 2021 water year is extremely dry with Half Moon Bay at 46 percent of mean precipitation for April 1st conditions; and

WHEREAS, the San Francisco Public Utilities Commission's measurements in the Hetch Hetchy watershed revealed snowpack conditions at 60 percent of median for April 1st conditions for water year 2021; and

WHEREAS, the U. S. Department of Agriculture informed Governor Newsom in writing on March 5, 2021 that 50 California counties were being designated as primary disaster areas due to drought conditions and San Mateo County was listed as one of those counties; and

WHEREAS, the SWRCB issued a statement on March 22, 2021 urging water agencies to prepare for drought impacts statewide and that most of California's watersheds are experiencing dry conditions: and

WHEREAS, the San Francisco Public Utilities Commission requested 10 percent voluntary water use reduction in irrigation water use system-wide on April 15, 2021; and

WHEREAS, The U.S. Drought Monitor shows the intensity of drought in San Mateo County, as of April 29, 2021, to be extreme; and

WHEREAS, Coastside County Water District has made significant investments in local programs to improve water supply reliability, water use efficiency, and other strategies to stretch supplies, and will continue to do so.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District recognizes that California is in a statewide drought and there is a need for District customers to use water efficiently on an ongoing basis and heighten their water conservation efforts as the state continues to face drought conditions; and

BE IT FURTHER RESOLVED that the Board of Directors thanks its customers for their ongoing water use efficiency efforts and asks that they increase their efforts to reduce irrigation water use by 10 percent in response to the drought;

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Coastside County Water District held on this 11th day of May 2021 by the following vote:

AYES: Directors Mickelsen, Muller, Coverdell and Vice-President Feldman and President Reynolds

Glenn Reynolds, President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the District

Appendix D

Sample Ordinance: Stage 2 - Water Shortage Emergency

ORDINANCE NO. 2022-01

AN ORDINANCE OF
THE COASTSIDE COUNTY WATER DISTRICT

An ordinance declaring a water shortage emergency and implementing mandatory water use restrictions and prohibitions under Stage 2 - Water Shortage Emergency Warning - of the District's Water Shortage Contingency Plan

Be it ordained by the Board of Directors of the Coastside County Water District (District) as follows:

SECTION I: FINDINGS AND DETERMINATIONS

This ordinance is adopted considering the following facts and circumstances, which are hereby found and declared by the Board of Directors.

WHEREAS, the District is an urban water supplier that has an Urban Water Management Plan that was adopted on June 8, 2021; and

WHEREAS, the District adopted an updated Water Shortage Contingency Plan on June 8, 2021; and

WHEREAS, In 2021, most of California experienced extreme or extraordinary drought conditions, including the watersheds the District relies on for water supplies; and

WHEREAS, the U. S. Department of Agriculture informed Governor Newsom in writing on March 5, 2021, that 50 California counties were being designated as primary disaster areas due to drought conditions and San Mateo County was listed as one of those counties; and

WHEREAS, the San Francisco Public Utilities Commission (SFPUC) requested 10 percent voluntary water use reduction in irrigation water use system-wide on April 15, 2021; and

WHEREAS, Governor Newsom declared a drought state of emergency on May 10, 2021, that included watersheds the District relies on for imported water; and

WHEREAS, the District implemented Stage 1 – Water Shortage Advisory of its Water Shortage Contingency Plan on May 11, 2021, with the Board of Directors

ORDINANCE NO. 2022-01

adopting Resolution 2021-02, informing the public of a possible water shortage and requesting voluntary water conservation; and

WHEREAS, on July 8, 2021, Governor Newsom issued an executive order (N-10-21) asking all Californians to voluntarily reduce their water use by 15 percent from their 2020 levels; and

WHEREAS, on July 8, 2021, Governor Newsom issued a Proclamation of a State of Emergency adding the County of San Mateo, among other counties, to the list of counties in a state of emergency due to drought; and

WHEREAS, on July 12, 2021, the SFPUC asked all their wholesale customers, including the District and all Bay Area Water Supply and Conservation Agency (BAWSCA) member agencies, to voluntarily reduce their water use by 15 percent; and

WHEREAS, on October 19, 2021, Governor Newsom issued a Proclamation of a State of Emergency encouraging Californians to re-double their efforts to voluntarily reduce their water use by 15 percent from their 2020 levels, directing local water suppliers to execute their Urban Water Shortage Contingency Plans at a level appropriate to local conditions that take into account the possibility of a third consecutive dry year, and authorizing the State Water Resources Control Board to adopt emergency regulations as it deems necessary to supplement voluntary conservation by prohibiting certain wasteful water practices;

WHEREAS, the Coastside has experienced two consecutive years of extreme drought conditions and there is a strong possibility of a third year of dry conditions; and

WHEREAS, the State Water Resources Control Board implemented curtailments on the Tuolumne River diversions that went into effect on August 20, 2021and those curtailments impact SFPUC's available water supplies; and

WHEREAS, the SFPUC declared a water supply emergency on November 23, 2021, with a request for voluntary reductions in water purchases from its wholesale customers based on FYE 2020; and

WHEREAS, the Tier 1 and the Tier 2 Agreements between SFPUC and among BAWSCA member agencies, became effective once SFPUC declared a water shortage emergency; and

ORDINANCE NO. 2022-01

WHEREAS, the Tier 2 Agreement allocates the available water among BAWSCA agencies; and

WHEREAS, the District received their final allocation of water supply for calendar year 2022 (342 MG | 457,235 ccf |0.9 MGD) on January 3, 2022, from SFPUC; and

WHEREAS, the District obtains a significant amount of its water supply from the SFPUC and the median amount the District purchases annually is about 1.65 MGD; and

WHEREAS, the District will maximize its use of local water sources to the greatest extent possible; and

WHEREAS, the District's average water demand in FYE June 30, 2021, was 1.82 MGD; and

WHEREAS, the State Water Resources Control Board adopted Resolution No. 2022-0002 on January 4, 2022, to adopt emergency regulations to supplement voluntary water conservation; and

WHEREAS, as of February 2022, most of California improved to severe drought conditions due to greater than normal precipitation in December 2021; and

WHEREAS, the District's goal is to achieve an overall 17 percent reduction in water (consumption) use from FYE 2020 by targeting outdoor water use; and

WHEREAS, Stage 2 – Water Shortage Emergency Warning of the District's Water Shortage Contingency Plan describes a menu of options including mandatory restrictions and prohibitions on outdoor water use; and

WHEREAS, the District's Board of Directors may declare a water shortage emergency pursuant to California Water Code sections 350, et seq, and 31026, et seq; and

WHEREAS, Article X Section 2 of the California Constitution declares that the general welfare requires that water resources be put to beneficial use to the fullest extent of which they are capable and that waste, unreasonable use or unreasonable method of use of water be prevented, and that conservation of

ORDINANCE NO. 2022-01

such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and the public welfare; and

WHEREAS, pursuant to Water Code section 353, when the District's Board of Directors declares a water shortage emergency within its service area, it shall adopt such regulations and restrictions on the delivery of water and the consumption within said area of water supplied for public use as will in the sound discretion of such governing body conserve the water supply for the greatest public benefit with particular regard to domestic use, sanitation and fire protection; and

WHEREAS, pursuant to Water Code sections 365 et seq., during periods when the Governor has issued a proclamation of a state of emergency based on statewide drought conditions and local drought conditions, urban water retail providers like the District shall establish a method to discourage excessive water use, which can include establishing an excessive use ordinance; and

WHEREAS, the actions taken hereinafter are exempt from the provisions of Section 21000 et seq. of the Public Resources Code as a project undertaken as immediate action necessary to prevent or mitigate an emergency pursuant to Title 14, California Code of Regulations Section 15269 and as a project undertaken to assure the maintenance, restoration, or enhancement of a natural resource pursuant to Title 14, California Code of Regulations Section 15307.

ORDINANCE NO. 2022-01

SECTION II: DEFINITIONS

Account: Water service assigned to a property and a customer.

Customer: Any person, whether within or without the geographical boundaries of the District, who uses water supplied by the District.

Decorative Water Feature: Above ground or below-grade outdoor structure that contains water and is used for decoration or noise abatement.

District: Coastside County Water District.

General Manager: The General Manager of Coastside County Water District or the General Manager's designee.

Incidental Runoff: Any unintended amounts (volume) of runoff, such as unintended, minimal overspray from sprinklers that escapes the area of intended use. Water leaving an intended use area is not considered incidental if it is part of the facility design or system design, if it is due to excessive application, if it is due to intentional overflow or application, or if it is due to negligence.

Low volume irrigation systems: Any irrigation system that applies irrigation water at low pressure through a system of tubing or lateral lines and low volume emitters such as drip, driplines, microspray and bubblers with a very low flow rate (<2 gallons per hour [gph]) measured in gallons per hour, and that is designed to apply small volumes of water very slowly at or near the root zone of the plants. This includes but is not limited to properly functioning and designed drip irrigation systems, subsurface drip irrigation, and soaker hoses.

Measurable rainfall: Climatological conditions that result in $\geq$ 0.25 (greater than or equal to one quarter of one inch) inches of precipitation in any continuous 4 (four) hour period.

Ornamental landscape: Any landscaping where the primary function is maintaining aesthetic or decorative value. An ornamental landscape may serve other purposes but the primary purpose is decorative.

Person: Any customer, tenant, property owner, governmental entity, firm, association, organization, company, or business using water.

Pool: Any structure intended for swimming, exercise, or recreational bathing that contains water over 18 inches deep. Pools include in-ground and above ground structures, and includes but is not limited to hot tubs, spas, and nonportable wading pools.

ORDINANCE NO. 2022-01

Special Landscapes: Any landscape that can be shown to provide food, such as a community garden, or has a primary benefit other than decorative, and includes landscapes that serves a purpose related to public recreation for the community, such as (sports) playing fields and golf courses.

SFPUC: The San Francisco Public Utilities Commission and San Francisco Water

Turf: Grasses grown for ornamental or recreational use which are mowed regularly. It is also referred to as lawn.

Water: Any water delivered by or originating from Coastside County Water District's transmission and distribution system.

ORDINANCE NO. 2022-01

SECTION III: DECLARATION OF WATER SHORTAGE EMERGENCY

Pursuant to Water Code sections 350 et seq., 365 et seq., and 31026 et seq, the District hereby declares a water shortage emergency to exist within the District because the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the District to the extent that there would be insufficient water for human consumption, sanitation, and fire protection. The purpose of this ordinance is to conserve the water supply of the District for the greatest public benefit with particular regard to public health, fire protection, and domestic use, and to conserve water by reducing and restricting nonessential water use that if continued would constitute waste.

In addition, the District hereby implements Stage 2 of the District's Water Shortage Contingency Plan.

SECTION IV: REQUIREMENTS, PROHIBITIONS, AND RESTRICTED ACTIVITIES IN PROMOTION OF WATER CONSERVATION AND TO PREVENT THE UNREASONABLE USE OF WATER

A: To promote water conservation, each of the following actions is prohibited for all customers, except where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency (Title 23, Division 3, Chapter 3.5, Article 2, Section 995):

1. The application of water to outdoor landscapes in a manner that causes more than incidental runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;

2. The use of a hose that dispenses water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;

3. The use of water for washing sidewalks, driveways, buildings, structures, patios, parking lots, or other hard surfaced areas;

4. The use of water for street cleaning or construction site preparation purposes unless no other method can be used or as needed to protect the health and safety of the public;

5. The use of water for decorative (decorative water feature) fountains or the filling or topping-off of decorative lakes or ponds, with exceptions for those decorative fountains, lakes, or ponds that use pumps to

recirculate water and only require refilling to replace evaporative losses:

6. The application of water to irrigate turf and ornamental landscapes during and within 48 hours after measurable rainfall of at least one fourth of one inch of rain. In determining whether measurable rainfall of at least one fourth of one inch of rain occurred in a given area, enforcement may be based on records of the National Weather Service, the closest CIMIS station to the parcel, or any other reliable source of rainfall data available to the District.

7. The use of water for irrigation of ornamental turf on public street medians.

B: To prevent the waste and unreasonable use of water and to further promote water conservation, each of the following actions is prohibited for all customers:

1. The use of water that causes flooding or pooling due to super-saturation of the ground or soil.

2. The use of water when the customer has been given written notice by the District to repair broken or defective plumbing, equipment, appliances, sprinklers, watering, or irrigation systems, and has failed to complete such repairs within 24 hours after delivery of the notice.

3. The indiscriminate running of water or washing with water that causes runoff.

4. The use of water for single pass through cooling systems. The use of potable water ice making machines and other mechanical equipment that utilizes a single-pass cooling system to remove and discharge heat to the sewer, including swamp coolers. Water used for all cooling purposes shall be recycled or re-circulated.

5. Filling pools and replacing evaporated water in pools, except when a cover is being used when the pool is not in use, to limit water loss through evaporation.

C. Specific end-user requirements and prohibitions in promotion of water conservation

1. Portable Meters: The use of water from any fire hydrant unless specifically authorized in writing by the District except for the following:

ORDINANCE NO. 2022-01

a. regularly constituted fire protection agencies (e.g., Coastside Fire Protection District) for fire suppression purposes; or

b. other uses specifically authorized by the District, including water distribution system flushing, District capital improvement projects, fire flow testing, and filling of District approved vehicles for sewer system flushing and street sweeping purposes.

2. The serving of drinking water other than upon request in eating or drinking or other public places where food or drink are served or purchased.

3. The operators of hotels, motels, inns, and bed and breakfast establishments shall provide guests with the option of choosing not to have towels and linens laundered daily. The operator shall prominently display notice of this option in each guestroom using clear and easily understood language.

4. All residential customers shall make every effort to voluntarily achieve a maximum of 50 gallons per day per person or 2 billing units of water, per person, per month. This includes all indoor and outdoor water uses.

D. Mandatory restrictions on outdoor Irrigation of ornamental landscapes, turf, and special landscapes to achieve a 50 percent reduction in Irrigation in promotion of water conservation. This section does not apply to agriculture or floriculture operations.

1. No person shall use or cause to be used any water for irrigation between the hours of 8:00 a.m. and 5:00 pm. Properly functioning low volume irrigation systems are exempt from this restriction.

2. No person shall use or cause to be used any water for irrigation that exceeds 10 minutes per irrigation station (valve) during the designated day and times allowed for irrigation. Properly functioning low volume irrigation systems are exempt from the 10 minutes per irrigation station restriction.

3. Days of the week restrictions. No person shall use or cause to be used any water for irrigation on Friday, Saturday, and Sunday.

4. Irrigation is allowed only on the following days:

a. odd address and no address:

1. October through February

   i. Thursday
   ii. irrigation should be avoided except for extended dry periods.

2. March through September

   i. Tuesday and Thursday

b. even address:

1. October through February

   i. Monday
   ii. irrigation should be avoided except for extended dry periods.

2. March through September

   i. Monday and Wednesday

c. The address used to determine irrigation days is as it appears under "service address" in the utility billing database under account information.

d. Section IV.D.1,2,3,4a,4b, and c. shall not apply to the following categories of water used for irrigation:

   1. The use of a hand-held bucket or similar container
   2. The use of a hand-held hose with a positive shut-off valve or similar device
   3. The use of a properly functioning low volume irrigation system
   4. The use of bubblers for trees
   5. The use, for very short periods of time (<5 minutes), for the express purpose of adjusting or repairing an irrigation system
   6. The use of a legal greywater system

e. Golf Course Greens

ORDINANCE NO. 2022-01

1. Days of week, length of time, and time of day restrictions (Section IV.D.1,2,3, 4a,4b, and c.) do not apply to golf course greens because of the large amount of area irrigated and the use of water impoundments.

2. Days of the week, length of time, and time of day restrictions do apply to ornamental landscape around the greens on a golf course.

3. Golf courses shall make every effort to voluntarily decrease their use of irrigation water purchased from the District by at least 50 percent from FYE 2020.

f. Untreated Water Customer

Days of week, length of time, and time of day restrictions do not apply to the untreated water customer because of the large amount of area irrigated and the use of water impoundments.

During this water shortage emergency, the District does not have enough surplus water to meet the irrigation demand of the District's single untreated water customer. The untreated water customer shall be limited to 50 percent of its FYE 2020 total water demand until a determination has been made that there is surplus water supplies or water supply conditions worsen.

E. Specific prohibitions for any homeowners' association, any community service organization, or any similar entity to prevent the unreasonable use of water and to promote water conservation (Title 23, Division 3, Chapter 3.5, Article 2, Section 995)

1. Taking or threatening to take any action to enforce any provision of the governing documents or architectural or landscaping guidelines or policies of a common interest development where that provision is void or unenforceable under section 4735, subdivisions (a) and (b) of the civil code;

2. Imposing or threatening to impose a fine, assessment, or other monetary penalty against any owner of a separate interest for reducing or eliminating the water of vegetation or lawns during a declared drought emergency, as described in section 4735, subdivision (c) of the Civil code; or

3. Requiring an owner of a separate interest upon which water-efficient landscaping measures have been installed in response to a declared

drought emergency, as described in section 4735, subdivisions (c) and (d) of the Civil code, to reserve or remove the water-efficient landscaping measures upon the conclusion of the state of emergency.

SECTION V: ENFORCEMENT

A. Written Notice

If the District believes that water has been or is being used in violation of the above restrictions, the District will send a written notice to the customer specifying the nature of the violation and the date and time of occurrence and request that the customer cease the violation and take remedial action. The District will provide the customer with a copy of the ordinance and inform the customer that failure to comply may result in termination of water service and payment of costs to enforce this ordinance.

B. On-Site Notification

If a further violation(s) is observed by District, after the original written notice, the District will make reasonable efforts to notify the customer of the violation and post a notice on the front door or other point of entry onto the property requiring the customer to cease the violation and take remedial action within 48 hours of the on-site notification. Failure to comply after the on-site notification may result in the temporary termination of water service.

C. Termination of Water Service

1. If a further violation(s) is observed by District personnel 48 or more hours after the on-site notification, it will be deemed a willful violation of the mandatory restrictions on water use and the District may temporarily discontinue water service.

2. The customer shall pay all outstanding fees, charges and costs incurred by the District to enforce this ordinance, including issuing notices and terminating and restoring water service. The customer's account must be in good standing, for the District to proceed with the reconnection of water service after it has been temporarily terminated under this ordinance.

D. Misdemeanor – Pursuant to Water Code section 31029, after the publication and posting of this ordinance as set forth below, willful violation of this ordinance is a misdemeanor punishable by imprisonment in the county jail for not more than 30 days or by fine of not more than $600, or by both imprisonment and fine.

ORDINANCE NO. 2022-01

E. Violations of prohibited actions under Title 23, Division 3, Chapter 3.5, Article 2, Section 995 (Sections IV.A and IV.E of this Ordinance) is an infraction punishable by a fine of up to five hundred dollars ($500) for each day in which the violation occurs. The fine for the infraction is in addition to, and does not supersede or limit, any other remedies, civil or criminal.

SECTION VI: APPEALS

Any customer, who disputes a staff determination of a violation of the above restrictions, may appeal in writing to the General Manager. The decision of the General Manager shall be final.

A. Written Appeal

The written appeal must be addressed to the General Manager and include: (1) the customer's name; (2) the mailing address and site address, if different; (3) the water account number; (4) a description of the violation(s); (5) the enforcement action taken; and (6) a detailed explanation of the basis of the appeal.

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

B. Criteria for Appeal

The General Manager will evaluate each written appeal based on the following criteria: (1) public health; (2) public safety; and (3) regulatory requirements of a state or federal agency.

SECTION VII: EFFECTIVE DATE

Pursuant to California Water Code 31027, this ordinance shall be effective on the day of its adoption. Within ten (10) days of its adoption, this ordinance, or a summary hereof, shall be published in the Half Moon Bay Review and posted at the District and on the District's website

All provisions of this ordinance shall remain in effect until the District cancels implementation of Stage 2 – Water Shortage Emergency Warning of the District's Water Shortage Contingency Plan.

ORDINANCE NO. 2022-01

SECTION VIII: SEVERABILITY

If any provision of this ordinance is held to be invalid, or unenforceable in particular circumstances, such invalidity shall not affect the remainder of the ordinance which shall continue to be in full force and effect and the Board declares this ordinance to be severable for that purpose.

SECTION IX: PUBLICATION

The public hearing was noticed at least 7 days prior to the public hearing in a newspaper (Half Moon Bay Review) of general circulation in the District's service area.

The public hearing notice was posted on the District's website at least 7 days prior to the public hearing (www.coastsidewater.org).

The public hearing notice was posted at the District's headquarters at least 14 days prior to the public hearing.

The full text of the draft ordinance was published in a newspaper (Half Moon Bay Review) of general circulation in the District's service area at least 5 days prior to the public hearing.

The full text of the draft ordinance was posted on the District's website (www.coastsidewater.org) at least 5 days prior to the public hearing.

The secretary is hereby directed to arrange for the final adopted and signed ordinance to be published in a newspaper (Half Moon Bay Review) of general circulation in the District's service area and to be posted on the District's website (www.coastsidewater.org) within 10 days of adoption.

ORDINANCE NO. 2022-01

PASSED AND ADOPTED at a special meeting of the Board of Directors of the Coastside County Water District held on this 24th day of March 2022 by the following vote:

AYES: President Feldman, Vice-President Muller, Director Coverdell, Director Mickelsen, Director Reynolds

NOES:

ABSENT:

Robert Feldman

Robert Feldman, President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the District

ORDINANCE NO. 2022-01

Appendix E

Sample Ordinance: Rescinding Water Shortage Emergency

ORDINANCE NO. 2023-01

**AN ORDINANCE OF
THE COASTSIDE COUNTY WATER DISTRICT**

RESCINDING ORDINANCE NO. 2022-01 AN ORDINANCE DECLARING WATER SHORTAGE EMERGENCY AND IMPLEMENTING MANDATORY WATER USE RESTRICTIONS AND PROHIBITIONS UNDER STAGE 2 - WATER SHORTAGE EMERGENCY WARNING - OF THE DISTRICT'S WATER SHORTAGE CONTINGENCY PLAN

Be it ordained by the Board of Directors of the Coastside County Water District (District) as follows:

SECTION I: FINDINGS AND DETERMINATIONS

This ordinance is adopted considering the following facts and circumstances, which are hereby found and declared by the Board of Directors.

WHEREAS, the District is an urban water supplier that has an Urban Water Management Plan that was adopted on June 8, 2021; and

WHEREAS, the District adopted an updated Water Shortage Contingency Plan on June 8, 2021; and

WHEREAS, on March 24, 2022, the District adopted Ordinance No. 2022-01 Declaring a Water Shortage Emergency, and Implementing Mandatory Water Use Restrictions and Prohibitions Under Stage 2 – Water Shortage Emergency Warning – of the District's Water Shortage Contingency Plan; and

WHEREAS, on March 28, 2022, the Governor issued Executive Order N-7-22, which directed the SWRCB to adopt emergency regulations requiring each urban water supplier that has submitted a Water Shortage Contingency Plan to implement, at a minimum a shortage response actions for a shortage level of up to 20 percent("level 2"); and

WHEREAS, on May 24, 2022, the SFPUC adopted an increased system-side water use reduction of 11 percent compared to baseline water use during FYE 2020, effective July 1, 2022; and

ORDINANCE NO. 2023-01

WHEREAS, on February 13, 2023, the Governor issued Executive Order No. N-3-23, which continued the statewide drought emergency and regulations, but also directed state agencies to provide recommendations on whether any existing provisions in the Governor's drought proclamations and executive orders are no longer needed to mitigate drought conditions; and

WHEREAS, on March 24, 2023, the Governor issued Executive Order No. N-5-23, which terminated numerous provisions of the Governor's previously issued executive orders and emergency proclamations related to the drought because of improved water supply conditions, however Executive Order No. N-5-23 did not rescind the SWRCB emergency regulation that requires all urban water suppliers to implement all demand reduction actions in their water shortage contingency plans for a shortage level of 10-20 percent (Level 2); and

WHEREAS, on April 11, 2023, the SFPUC adopted Resolution No. 23-0073, rescinding Resolution No. 21-0177, thereby ending the local water shortage emergency declaration, and also rescinding Resolution No. 22-0098 which adopted the system wide water use reduction of 11 percent, effective upon the termination, rescission, or amendment of the SWRCB emergency regulation to no longer require the SFPUC to implement the drought response actions of its Water Shortage Contingency Plan of up to a 20 percent water shortage; and

WHEREAS, on April 17, 2023, the SFPUC provided BAWSCA member agencies with a Water Supply Availability Update report that found that the water bank is full and will remain full through 2023 and that the entire water system will be full by July 1, 2023.

NOW, THEREFORE, BE IT ORDAINED, that the Board of Directors of the Coastside County Water District recognizes that both local and imported water supply conditions have significantly improved in Water Year 2023 and that mandatory water use restrictions and prohibitions under Stage 2 are no longer needed; and

BE IT FURTHER ORDAINED, that the Board of Directors rescinds Ordinance No. 2022-01, an Ordinance Declaring a Water Shortage Emergency and implementing Mandatory Water Use Restrictions and Prohibitions under Stage 2 – Water Shortage Emergency Warning – of the District's Water shortage Contingency Plan, effective immediately upon the expiration or termination of the State Water Resources Control Board's emergency regulations that requires the

District to implement all demand reduction actions in Stage 2 of its Water Shortage Contingency Plan.

PASSED AND ADOPTED by the Board of Directors of the Coastside County Water District this 9th day of May 2023 by the following vote:

AYES: Vice President Mickelsen, Directors Coverdell, Feldman, and Reynolds

NOES:

ABSENT: President Muller

Chris R Mickelsen

Chris Mickelsen, Vice President
Board of Directors

ATTEST:

Mary Rogren, General Manager
Secretary of the District

ORDINANCE NO. 2023-01

Appendix F

Sample Ordinance: Water Shortage with Customer Allocations

ORDINANCE NO. _____

COASTSIDE COUNTY WATER DISTRICT

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR RATIONING WATER DURING A WATER SHORTAGE EMERGENCY AND ESTABLISHING PENALTIES FOR VIOLATIONS THEREOF

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

Section 1: Findings and Determinations

This ordinance is adopted in light of the following facts and circumstances, which are hereby found and declared by the Board of Directors.

Whereas, the District obtains the majority of its water from the San Francisco Public Utilities Commission (SFPUC) and is substantially dependent on the SFPUC supply throughout the year and particularly in dry years.

Whereas, the SFPUC has, on (insert date), found that due to (add qualifier; extremely or severely) low water supplies within the reservoirs and anticipated low levels of inflow into such reservoirs, water consumption must be decreased and has declared a water shortage emergency.

Whereas, the SFPUC has adopted a water conservation program under which the amount of water allocated to the District will be reduced by approximately (insert percentage) during fiscal year (insert year).

Whereas, the District's local sources of water, which supplement the water supplies purchased from SFPUC, are also below normal as a result of (insert number of years or months) of below normal precipitation.

Whereas, the actions of the SFPUC, and the reduced amount of water available from local sources, a water shortage emergency exists within the area served by the District.

Whereas, the rules, regulations and restrictions set forth in this ordinance are intended to conserve the water supply of the District for the greatest public benefit with particular regard to domestic use, sanitation and fire protection.

Whereas, according to the District's Water Shortage and Drought Contingency Plan, conditions exist to implement Stage (insert stage number and description here), as developed under authority of California Water Code Section 10632.

Whereas, the specific uses prohibited or restricted by this ordinance are nonessential, and if allowed would constitute wastage of District water, and should be prohibited pursuant to the District's authority under California Water Code section 350 – 359 et seq., California Water Code Section 31026 et seq., and the common law.

Whereas, the actions taken hereinafter are exempt from the provisions of Section 21000 et seq. of the Public Resources Code as a project undertaken as immediate action necessary to prevent or mitigate an emergency pursuant to Title 14, California Code of Regulations Section 15269 and as a project undertaken to assure the maintenance, restoration or enhancement of a natural resource pursuant to Title 14, California Code of Regulations Section 15307.

Section 2: Definitions

A. "District" means Coastside County Water District
B. "General Manager" means the General Manager of the District.
C. "Person" means any person, firm, partnership, association, corporation, company, organization or governmental entity.
D. "Customer" means any person, whether within or without the geographic boundaries of the District, who uses water supplied by the District.
E. "Billing Unit" means a quantity of water equal to 100 cubic feet (ccf) or 748 gallons.

F. "Account" means a metered or unmetered water service.

Section 3: Prohibition of Nonessential Water Use

It shall be unlawful for any person to use water obtained from the water system of the District for nonessential uses as hereinafter defined in Sections 4 and 5.

Section 4: Allocations

A. Use of water in excess of the following allocation is hereby determined to be nonessential:

1. Residential Accounts

a. Basic Allocation: The allocation for each billing period (monthly or bi-monthly) shall be:

1. Minimum Allocation: Residential customers shall be granted an allocation based on the number of permanent, full-time residents. A customer shall submit evidence, satisfactory to the General Manager, of the number of permanent, full–time residents. The minimum allocation for a billing period is determined as follows:

Number of full-time permanent residents per living unit	Bi-Monthly Allocation (in billing units)	Monthly Allocation (in billing units)
One person	(insert ccf)	(insert ccf)
Second Person	(insert ccf)	(insert ccf)
Each Additional Person	(insert ccf)	(insert ccf)
For example, the minimum bi-monthly allocation for a living unit with three permanent, full-time residents would be (insert ccf) billing units.		

2. Maximum Allocation: No residential customer shall be entitled to an allocation of more than (insert ccf) billing units during a bi-monthly billing period.

3. Allocation for Livestock: Residential customers shall be entitled to an allocation for livestock: The allocation for a billing period is determined as follows:

Livestock	Gallons Per Day
Horse	12
Cow	20-45
Pig	5
Sheep/Goat	2
Poultry/Fowl	15/Q100
University of New Hampshire Cooperative Extension "water conservation on dairy and livestock farms"	

2. Non-Residential Customers

(fill in percent) of the base year (insert base year) during the corresponding billing period is allowed.

3. Dedicated Irrigation Customers

(fill in percent) of the base year (insert base year) during the corresponding billing period is allowed.

4. Raw Water Customers Under Contract

During a water emergency, customers under special contract shall not receive any water.

5. Allocation Where No Past History Exists

When water records are not available, individual allocations will be calculated on the basis of the current occupancy.

Section 5: General Prohibitions

The following uses of water are hereby determined to be nonessential:

A. Use of water through any meter when the customer has been given 24 hours notice to repair broken or defective plumbing, sprinkler, watering or irrigation systems and has failed to complete such repairs.

B. Use of water which results in flooding or runoff in gutters or streets.

C. The use of non-recycled water for washing cars, buses, boats, trailers, motorcycles, vehicles, and other equipment, except for washing with a bucket and rinsing with a handheld hose equipped with a nozzle with a positive shutoff valve.

D. Use of water through a hand-held hose for washing sidewalks, walkways, driveways, patios, parking lots, tennis courts, or other hard surfaced areas.

E. Use of water for initially filling or refilling any swimming pool, sauna or hot tub constructed after the date of this ordinance.

F. Use of water for construction purposes, such as dust control and consolidation of backfill.

G. Service of water by restaurants except upon the specific request of the customer.

H. Use of water for residential and commercial decorative landscaped areas, unless the plants are edible and are intended to be used as a source of food for customers. Golf courses are exempt from this prohibition.

Section 6: Exceptions

Written applications for an exception to water use restrictions (Section 5) or for an adjustment to an allocation (Section 4) may be made to the General Manager on a form provided by the District.

The General Manager may grant an exception or adjust an allocation if he finds that (1) failure to do so would adversely affect the health, sanitation, fire protection or safety of the customer or the public, or (2) failure to do so would cause an unnecessary and undue hardship to the customer or the public, such as loss of jobs in the community. The General Manager may condition the exception or adjustment upon the customer's adopting practical water conservation measures.

A customer may appeal a decision of the General Manager to the Board of Directors. To do so, he or she must submit a written statement of the reasons for the appeal, together with evidence for support.

Section 7: Excess Water Use Charge

A. An excess use charge shall be imposed on water used in excess of a customer's allocation, during each billing period, as follows:

Amount in Excess of Allocation	Excess Use Charge
Up to 10% over allocation	(insert multiplier) times the applicable regular unit rate
10.01% -20% over allocation	(insert multiplier) times the applicable regular unit rate
20.01% - 25% over allocation	(insert multiplier) times the applicable regular unit rate
25.01% or more over allocation	(insert multiplier) times the applicable regular unit rate

B. The excess use charges are in addition to the basic rate for water used.

C. One billing unit will be subtracted from the consumption amount used to calculate excess use charges to account for the fact that meter reads are based on whole numbers, so the previous billing period's usage could be carried over to the next billing period, if it was less than 1ccf.

Section 8: Rates

A. The District shall recover the cost of increased rates imposed by the SFPUC.

Water Shortage Rates

Sales Class	Consumption Range	$/ccf
Non Residential		
	1+	$ (insert dollar amount)
Residential		
	0-8	$ (insert dollar amount)
	9-25	$ (insert dollar amount)
	26-40	$ (insert dollar amount)
	41+	$ (insert dollar amount)

B. The District shall institute a water shortage surcharge to recover the increased costs of operations, maintenance and additional staffing needed for enforcement of rules and regulations. This surcharge is in addition to meter base charges.

Water Shortage Surcharge

Meter Size	Monthly	Bi-Monthly
5/8 ”	$ (insert dollar amount)	$ (insert dollar amount)
5/8 ” (serving 2 dwelling units)	$ (insert dollar amount)	$ (insert dollar amount)
3/4 “	$ (insert dollar amount)	$ (insert dollar amount)
3/4 “ (serving 2 dwelling units)	$ (insert dollar amount)	$ (insert dollar amount)
1 “	$ (insert dollar amount)	$ (insert dollar amount)
1- 1/2 “ (1.5 “)	$ (insert dollar amount)	$ (insert dollar amount)
2 “	$ (insert dollar amount)	$ (insert dollar amount)
3 “	$ (insert dollar amount)	$ (insert dollar amount)
4 “	$ (insert dollar amount)	$ (insert dollar amount)

Section 9: Enforcement

A. Installation of Flow Restricting Devices

In lieu of, or in addition to, the penalties provided for in Section 356 and Section 31029 of the California Water Code, the District may, after one written warning, install a flow restricting device on the service line of any customer violating any of the provisions of this ordinance, including use of water in excess of the allocation set out on Section 4.

B. Charges for Installation of Flow Restricting Devices and Restoration of Service

Meter Size	Installation Charge	Removal Charge
5/8” to 1”	(insert charge)	(insert charge)
1-1/2” to 2”	(insert charge)	(insert charge)
3” and larger	(insert charge)	(insert charge)

First installation to be a minimum of 3 days; succeeding installations shall be a minimum of 10 days.

C. Discontinuance of Water Service

Continued water consumption in excess of the allocation may result in the discontinuance of water service by the District. A charge of (insert charge) shall be paid prior to reactivating the service.

Section 10: Effective Date

All provisions of this ordinance shall become effective immediately. Excess use charges shall become effective and shall be included in billing statements commencing with billing statements mailed on or after July 1, (insert year).

Section 11: Severability

If any provision of this ordinance is held to be invalid, or unenforceable in particular circumstances, such invalidity shall not affect the remainder of the ordinance which shall continue to be of full force and effect and the Board declares this ordinance to be severable for that purpose.

Section 12: Publication

The Secretary is hereby directed to arrange for this ordinance to be published in a newspaper of general circulation in the District.

Passed and Adopted this (insert date) day of (insert month), (insert year) by the following vote:

Ayes:
Noes:
Absent:

_____
President, Board of Directors
Coastside County Water District

Attest:

_____
Secretary

Appendix G

Ordinance No. 2008-01 – Rules and Regulations Prohibiting Wasteful Water Use During Normal Water Supply Situations

ORDINANCE NO. 2008-1

COASTSIDE COUNTY WATER DISTRICT

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS PROHIBITING WASTEFUL WATER USE DURING NORMAL WATER SUPPLY SITUATIONS AND PROVIDING FOR ENFORCEMENT THEREOF

WHEREAS, the Coastside County Water District ("District") is subject to the Urban Water Management Planning Act, codified at California Water Code Section 10610 et seq. ("Act"); and

WHEREAS, the Act requires all urban water suppliers to prepare and adopt an urban water management plan ("plan") which is to describe and evaluate reasonable and practical, efficient uses of water and water conservation activities; and

WHEREAS, the District is a signatory of the California Urban Water Conservation Council's Memorandum of Understanding, and must implement best management practices, one of which is Water Waste Prohibitions; and

WHEREAS, the District's Plan contemplates that the Board of Directors will, by ordinance, adopt prohibitions on the waste of water by customers; and

WHEREAS, the District has published notice of and provided an opportunity for public hearing on this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

Section 1. Findings and Declarations

It is hereby declared by the Board of Directors that, in order to conserve the District's water supply for the greatest public benefit and to reduce the quantity of water unnecessarily used by the District's customers, wasteful use of water should be minimized and, if possible, eliminated.

The provisions of this ordinance shall apply to all persons using water supplied by the District, both in and outside of the District's service areas, and regardless of whether any person using water shall have a contract for water service with the District.

Section 2. Definitions

A. "District" means Coastside County Water District.

B. "General Manager" means the General Manager of the District or his authorized representative.

C. "Person" means any person, firm, partnership, association, corporation, company, organization or governmental entity.

D. "Customer" means any person, whether within or without the geographical boundaries of the District, who uses water supplied by the District.

E. "Water" means water supplied by the District, other than reclaimed wastewater.

Section 3. Water Use Prohibitions

The following uses of water are declared to be unreasonable and are hereby prohibited:

A. Use of water when the Customer has been given written notice by the District to repair broken or defective plumbing, equipment, appliances, sprinklers, watering or irrigation systems, and has failed to effect such repairs for 48 hours after delivery of the notice.

B. Use of water which results in flooding or runoff in gutters, parking lots, sidewalks or streets.

C. Use of water for washing cars, buses, boats, trailers or other vehicles through a hand-held hose, unless the hose is equipped with a nozzle with a positive shutoff valve or other similar device to control the flow of water.

D. Use of water for construction purposes, such as dust control and consolidation of backfill, unless reclaimed wastewater is not reasonably available.

E. Use of water in landscape irrigation which results in runoff into street or pooling due to super-saturation of the ground or soil.

F. Use of water in non-recirculating decorative fountains.

G. Use of water by a commercial carwash constructed and first placed into operation after the date of December 9, 1997, unless such water is recycled through an on-site filter system.

H. Use of water for washing sidewalks, driveways, buildings, patios and other surfaces and structures through a hand-held hose, unless the hose is equipped with a nozzle with a positive shutoff valve or other similar device to control the flow of water.

I. Use of water for single-pass through cooling systems. The use of water in new ice making machines and any other new mechanical equipment that utilizes a single-pass cooling system to remove and discharge heat to the sewer. Water used for all cooling purposes shall be recycled or re-circulated.

J. Use of water from any fire hydrant, unless specifically authorized by the District, except by regularly constituted fire protection agencies for fire suppression purposes or for other specifically authorized uses, including water distribution system flushing, fire flow testing, and filling of District approved vehicles for sewer (sanitary and storm) system flushing, and street sweeping purposes.

K. Use of water by non-recirculating systems in commercial laundry systems placed in operation after the date of this ordinance.

L. The indiscriminate running of water or washing with water not otherwise prohibited in this section which is wasteful, and without reasonable purpose.

Section 4. Enforcement

A. If the District believes that the water has been or is being used in violation of the above restrictions, the General Manager shall send a written notice to the Customer specifying the nature of the waste and the time of occurrence, to the extent known by the District, and directing the Customer to cease such use and/or to take remedial action. If the Customer continues such use or fails to take the remedial action within the time specified, the District may install a flow-restricting device on the Customer's service line.

B. In the event that a further violation is observed by District personnel, after installation of a flow-restricting device, the District may discontinue service.

C. The Customer shall be responsible for paying the District's costs incurred in installing and removing a flow-restricting device and/or terminating and restoring service.

Section 5. Appeal

Any Customer, who disputes a staff determination of a violation(s) of the above restrictions, may appeal the disconnection or installation of a flow restrictor(s) to the General Manager. The written appeal should be addressed to the General Manager with a description of the

violations, and enforcement action taken and a detailed explanation of the basis of the appeal. The decision of the General Manager shall be final.

Section 6. Effective Date

This Ordinance shall take effect immediately upon its adoption.

Section 7. Repeal of Ordinance No. 1997-01.

Ordinance No. 1997-01 is hereby repealed.

Section 8. Severability

If any provision of this Ordinance is held to be invalid, or unenforceable in particular circumstances, such invalidity shall not affect the remainder of the Ordinance which shall continue to be of full force and effect and the Board declares this Ordinance to be severable for that purpose.

Section 9. Publication

The Secretary is hereby directed to arrange for this Ordinance to be published in a newspaper of general circulation in the District within ten (10) days of its adoption

Adopted this DAY of MONTH YEAR by the following vote of the Board:

AYES:

NOES:

ABSENT:

Appendix H

List of Outreach Activities During Water Shortage

Water Shortage Outreach		
Month	Message	Task
May 2021	10 percent Reduction Outdoors	1. Implemented WSCP Stage 1- Water Shortage Advisory 2. E-Newsletter: Water Shortage Advisory (WSA) 10% Reduction of Outdoor Water Use 3. Interview with KQED Radio 4. Interview with HMB Review 5. Fact Sheet 10 percent reduction in outdoor WSA 6. Website updated to show Water Shortage Advisory Status under Drought.
June 2021	10 percent Reduction Outdoors	Coastside Radio (KHMB) Interview
July 2021	15 Percent Reduction with emphasis on reducing irrigation	1. Email to 800 high users identified by WaterSmart 2. Letter to 120 high water users that don't have email 3. Updated Fact Sheet to 15 percent reduction WSA 4. Posted new fact sheet to website 5. WSA message on home page of website 6. Nextdoor Post – WaterSmart & WSA 7. Twitter Post – WaterSmart & WSA 8. Postcard - WaterSmart and 15 percent reduction 9. Interview with Coastside News Group 10. Billing Statement Message 11. Banner (from last drought) placed on Building and Fence a. -no overspray from irrigation b. -use shutoff nozzles 12. Delivered table tent cards to restaurants.
August 2021	15 Percent Reduction – Total – with emphasis on reducing irrigation	1. Meeting with County of San Mateo Drought Task Force – Department of Emergency Management 8/3/2021 2. Large banner installed 8/24/2021 on brick wall facing Main Street 3. E-Newsletter: Water Waste Prohibitions 8/25/2021 4. District reached out by either email or mail to 873 single family residential customers regarding irrigation or high water use.
September 2021	15 Percent Reduction – Total – with emphasis on reducing irrigation	1. Presentation to the Half Moon Bay Rotary Club 9/23/2021 2. District reached out by either email or mail to 1,436 single family residential customers regarding irrigation or high-water use.

Month	Message	Task
October 2021	15 Percent Reduction -Total – with emphasis on reducing irrigation. Turn off you irrigation systems.	1. GM of District talked with AGM of San Francisco Water to discuss water supply shortage and the District's lack of local supplies during extreme drought. 10/12/2021. 2. Coastside Magazine (October 13, 2021) advertisement for Stage 1 Water Shortage Advisory. 3. Half Moon Bay Review (October 27, 2021) advertisement for Stage 1 Water Shortage Advisory. 4. District reached out by either email or mail to 1200 single family residential customers regarding irrigation or high water use.
November 2021	15 Percent Reduction -Total – with emphasis on reducing irrigation. Turn off you irrigation systems.	1. Interview with Coastside News Group 11/30/2021 2. Working with WaterSmart to increase outreach in the first quarter of 2022. 3. District reached out by either email or mail to 1723 single family residential customers regarding irrigation or high water use.
December 2021	15 Percent Reduction -Total – with emphasis on reducing irrigation. Turn off you irrigation systems.	1. Interview with KHMB radio 12/16/2021. 2. District reached out by either mail or email to over 100 residential customers that still showed a pattern of irrigation usage. 3. District reached out by either mail or email to more than 600 residential customers in Tier 3.
January 2022	15 Percent Reduction -Total – with emphasis on reducing irrigation. Turn off you irrigation systems.	1. General Manager met with raw water customer. 2. Banners added to parking lot fence on water use prohibitions.
February 2022	15 Percent Reduction -Total – with emphasis on reducing irrigation.	1. 124 SFR customers identified as "irrigators" above 150 gpd 2. Interview with Coastside News Group 2/14/2022

Month	Message	Task
March 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	1. Meeting with City Manager to discuss drought conditions, water shortage and other topics. 3/3/2022 2. Half Moon Bay Review Article– March 30, 2022 3. KPIX News – March 31, 2022 4. Legal Notice (Ordinance 2022-01) in Half Moon Bay Review – March 30, 2022 5. WaterSmart – Letter reminding customers of the WaterSmart Program mailed to over 4,000 single family customers. 6. Emails and Letters sent to dedicated irrigation customers asking for water conservation.
April 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	1. ENewsletter – 4/20/2022 2. Social Media Post– 4/20/2022 3. WaterSmart Report to single family customers – 4/30/2022 4. Direct Mailer – Fact Sheet – to all customers – 4/26/2022 5. Post on Nextdoor – 4/27/2022
May 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	1. Watersmart report to single family customers – May 14 2022
September 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	Coastside Magazine (HMBReview) – 8 Questions for Cathleen Brennan about Coastside CWD.
October 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	1. Pumpkin Festival 50th Anniversary Magazine – Save Our Water full page 2. Change of Seasons – Irrigation Reduction – Half Moon Bay Review 4 week in October.1/4 page 3. Pumpkin Festival – Half Moon Bay Review Festival Pull-Out – 1\8 page – Save Our Water. 4. Pumpkin Festival Event 10/15/2022 5. E-Newsletter – Adjust your Irrigation for Less Sunlight 10/21/2022 6. Imagine a Day Without Water KHMB PSA 10/20/2022

Month	Message	Task
November 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	1. It's raining – turn off irrigation. Social media post.11/1/2022
December 2022	Water Shortage Emergency Stage 2 of WSCP Water Use Restrictions and Prohibitions on Water Waste and Outdoor Water Use	Outreach suspended due to improved conditions and successful reduction in water demand.
May 2023	Water Shortage Emergency Over	Ordinance 2023-01 rescinded Ordinance 2022-01

Appendix I

SFPUC Supply Scenarios without Bay Delta Plan

Projected Single Dry Year Purchases without BDP (Provided by SFPUC)

Member	2030	2035	2040	2045	2050
Alameda County Water District	11.25	11.56	12.00	12.45	13.76
City of Brisbane/Guadalupe Municipal Improvement District	0.94	0.95	0.97	0.97	0.97
City of Burlingame Municipal	3.92	3.99	4.15	4.30	4.44
Coastside County Water District	1.17	1.16	1.16	1.16	1.16
CWS Total Supply	27.04	26.89	26.93	26.80	26.89
City of Daly City	4.29	4.29	4.29	4.29	4.29
City of East Palo Alto	1.19	1.19	1.19	1.18	1.19
Estero Municipal Improvement District	3.90	3.92	3.93	3.91	3.90
City of Hayward	14.74	15.66	16.82	18.14	19.71
Town of Hillsborough	2.09	2.08	2.09	2.11	2.12
City of Menlo Park	2.58	2.64	2.71	2.76	2.83
Mid-Peninsula Water District	2.82	2.97	3.18	3.39	3.43
City of Millbrae	1.91	1.99	2.09	2.18	2.29
City of Milpitas	5.30	5.35	5.41	5.46	5.52
City of Mountain View	7.87	8.12	8.59	9.04	9.55
North Coast County Water District	2.23	2.29	2.37	2.36	2.36
City of Palo Alto	8.30	8.20	8.15	8.15	8.18
Purissima Hills Water District	1.36	1.35	1.36	1.36	1.37
City of Redwood City	6.84	6.54	6.73	6.91	7.09
City of San Bruno	1.85	2.27	2.68	2.68	2.68
City of San Jose Municipal Water System - North San Jose - Alviso	4.50	4.50	4.50	4.50	4.50
City of Santa Clara	4.50	4.50	4.50	4.50	4.50
Stanford University	1.77	1.96	2.02	2.07	2.13
City of Sunnyvale	10.72	11.15	11.92	12.58	12.58
Westborough Water District	0.82	0.80	0.84	0.88	0.91
Total	**133.9**	**136.3**	**140.6**	**144.1**	**148.3**

Projected Multiple Dry Year 2030 Purchases without BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	11.25	11.25	11.25	11.25	11.25
City of Brisbane/Guadalupe Municipal Improvement District	0.94	0.94	0.94	0.94	0.94
City of Burlingame Municipal	3.92	3.92	3.92	3.92	3.92
Coastside County Water District	1.17	1.17	1.17	1.17	1.17
CWS Total Supply	27.04	27.04	27.04	27.04	27.04
City of Daly City	4.29	4.29	4.29	4.29	4.29
City of East Palo Alto	1.19	1.19	1.19	1.19	1.19
Estero Municipal Improvement District	3.90	3.90	3.90	3.90	3.90
City of Hayward	14.74	14.74	14.74	14.74	14.74
Town of Hillsborough	2.09	2.09	2.09	2.09	2.09
City of Menlo Park	2.58	2.58	2.58	2.58	2.58
Mid-Peninsula Water District	2.82	2.82	2.82	2.82	2.82
City of Millbrae	1.91	1.91	1.91	1.91	1.91
City of Milpitas	5.30	5.30	5.30	5.30	5.30
City of Mountain View	7.87	7.87	7.87	7.87	7.87
North Coast County Water District	2.23	2.23	2.23	2.23	2.23
City of Palo Alto	8.30	8.30	8.30	8.30	8.30
Purissima Hills Water District	1.36	1.36	1.36	1.36	1.36
City of Redwood City	6.84	6.84	6.84	6.84	6.84
City of San Bruno	1.85	1.85	1.85	1.85	1.85
City of San Jose Municipal Water System - North San Jose - Alviso	4.50	4.50	4.50	4.50	4.50
City of Santa Clara	4.50	4.50	4.50	4.50	4.50
Stanford University	1.77	1.77	1.77	1.77	1.77
City of Sunnyvale	10.72	10.72	10.72	10.72	10.72
Westborough Water District	0.82	0.82	0.82	0.82	0.82
Total	**133.9**	**133.9**	**133.9**	**133.9**	**133.9**

Projected Multiple Dry Year 2035 Purchases without BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	11.56	11.56	11.56	11.56	11.56

City of Brisbane/Guadalupe Municipal Improvement District	0.95	0.95	0.95	0.95	0.95
City of Burlingame Municipal	3.99	3.99	3.99	3.99	3.99
Coastside County Water District	1.16	1.16	1.16	1.16	1.16
CWS Total Supply	26.89	26.89	26.89	26.89	26.89
City of Daly City	4.29	4.29	4.29	4.29	4.29
City of East Palo Alto	1.19	1.19	1.19	1.19	1.19
Estero Municipal Improvement District	3.92	3.92	3.92	3.92	3.92
City of Hayward	15.66	15.66	15.66	15.66	15.66
Town of Hillsborough	2.08	2.08	2.08	2.08	2.08
City of Menlo Park	2.64	2.64	2.64	2.64	2.64
Mid-Peninsula Water District	2.97	2.97	2.97	2.97	2.97
City of Millbrae	1.99	1.99	1.99	1.99	1.99
City of Milpitas	5.35	5.35	5.35	5.35	5.35
City of Mountain View	8.12	8.12	8.12	8.12	8.12
North Coast County Water District	2.29	2.29	2.29	2.29	2.29
City of Palo Alto	8.20	8.20	8.20	8.20	8.20
Purissima Hills Water District	1.35	1.35	1.35	1.35	1.35
City of Redwood City	6.54	6.54	6.54	6.54	6.54
City of San Bruno	2.27	2.27	2.27	2.27	2.27
City of San Jose Municipal Water System - North San Jose - Alviso	4.50	4.50	4.50	4.50	4.50
City of Santa Clara	4.50	4.50	4.50	4.50	4.50
Stanford University	1.96	1.96	1.96	1.96	1.96
City of Sunnyvale	11.15	11.15	11.15	11.15	11.15
Westborough Water District	0.80	0.80	0.80	0.80	0.80
Total	**136.3**	**136.3**	**136.3**	**136.3**	**136.3**

Projected Multiple Dry Year 2040 Purchases without BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	12.00	12.00	12.00	12.00	12.00
City of Brisbane/Guadalupe Municipal Improvement District	0.97	0.97	0.97	0.97	0.97
City of Burlingame Municipal	4.15	4.15	4.15	4.15	4.15
Coastside County Water District	1.16	1.16	1.16	1.16	1.16
CWS Total Supply	26.93	26.93	26.93	26.93	26.93
City of Daly City	4.29	4.29	4.29	4.29	4.29
City of East Palo Alto	1.19	1.19	1.19	1.19	1.19

Estero Municipal Improvement District	3.93	3.93	3.93	3.93	3.93
City of Hayward	16.82	16.82	16.82	16.82	16.82
Town of Hillsborough	2.09	2.09	2.09	2.09	2.09
City of Menlo Park	2.71	2.71	2.71	2.71	2.71
Mid-Peninsula Water District	3.18	3.18	3.18	3.18	3.18
City of Millbrae	2.09	2.09	2.09	2.09	2.09
City of Milpitas	5.41	5.41	5.41	5.41	5.41
City of Mountain View	8.59	8.59	8.59	8.59	8.59
North Coast County Water District	2.37	2.37	2.37	2.37	2.37
City of Palo Alto	8.15	8.15	8.15	8.15	8.15
Purissima Hills Water District	1.36	1.36	1.36	1.36	1.36
City of Redwood City	6.73	6.73	6.73	6.73	6.73
City of San Bruno	2.68	2.68	2.68	2.68	2.68
City of San Jose Municipal Water System - North San Jose - Alviso	4.50	4.50	4.50	4.50	4.50
City of Santa Clara	4.50	4.50	4.50	4.50	4.50
Stanford University	2.02	2.02	2.02	2.02	2.02
City of Sunnyvale	11.92	11.92	11.92	11.92	11.92
Westborough Water District	0.84	0.84	0.84	0.84	0.84
Total	**140.6**	**140.6**	**140.6**	**140.6**	**140.6**

Projected Multiple Dry Year 2045 Purchases without BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	12.45	12.45	12.45	12.45	12.45
City of Brisbane/Guadalupe Municipal Improvement District	0.97	0.97	0.97	0.97	0.97
City of Burlingame Municipal	4.30	4.30	4.30	4.30	4.30
Coastside County Water District	1.16	1.16	1.16	1.16	1.16
CWS Total Supply	26.80	26.80	26.80	26.80	26.80
City of Daly City	4.29	4.29	4.29	4.29	4.29
City of East Palo Alto	1.18	1.18	1.18	1.18	1.18
Estero Municipal Improvement District	3.91	3.91	3.91	3.91	3.91
City of Hayward	18.14	18.14	18.14	18.14	18.14
Town of Hillsborough	2.11	2.11	2.11	2.11	2.11
City of Menlo Park	2.76	2.76	2.76	2.76	2.76
Mid-Peninsula Water District	3.39	3.39	3.39	3.39	3.39
City of Millbrae	2.18	2.18	2.18	2.18	2.18
City of Milpitas	5.46	5.46	5.46	5.46	5.46

City of Mountain View	9.04	9.04	9.04	9.04	9.04
North Coast County Water District	2.36	2.36	2.36	2.36	2.36
City of Palo Alto	8.15	8.15	8.15	8.15	8.15
Purissima Hills Water District	1.36	1.36	1.36	1.36	1.36
City of Redwood City	6.91	6.91	6.91	6.91	6.91
City of San Bruno	2.68	2.68	2.68	2.68	2.68
City of San Jose Municipal Water System - North San Jose - Alviso	4.50	4.50	4.50	4.50	4.50
City of Santa Clara	4.50	4.50	4.50	4.50	4.50
Stanford University	2.07	2.07	2.07	2.07	2.07
City of Sunnyvale	12.58	12.58	12.58	12.58	12.58
Westborough Water District	0.88	0.88	0.88	0.88	0.88
Total	**144.1**	**144.1**	**144.1**	**144.1**	**144.1**

Projected Multiple Dry Year 2050 Purchases without BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	13.76	13.76	13.76	13.76	13.76
City of Brisbane/Guadalupe Municipal Improvement District	0.97	0.97	0.97	0.97	0.97
City of Burlingame Municipal	4.44	4.44	4.44	4.44	4.44
Coastside County Water District	1.16	1.16	1.16	1.16	1.16
CWS Total Supply	26.89	26.89	26.89	26.89	26.89
City of Daly City	4.29	4.29	4.29	4.29	4.29
City of East Palo Alto	1.19	1.19	1.19	1.19	1.19
Estero Municipal Improvement District	3.90	3.90	3.90	3.90	3.90
City of Hayward	19.71	19.71	19.71	19.71	19.71
Town of Hillsborough	2.12	2.12	2.12	2.12	2.12
City of Menlo Park	2.83	2.83	2.83	2.83	2.83
Mid-Peninsula Water District	3.43	3.43	3.43	3.43	3.43
City of Millbrae	2.29	2.29	2.29	2.29	2.29
City of Milpitas	5.52	5.52	5.52	5.52	5.52
City of Mountain View	9.55	9.55	9.55	9.55	9.55
North Coast County Water District	2.36	2.36	2.36	2.36	2.36
City of Palo Alto	8.18	8.18	8.18	8.18	8.18
Purissima Hills Water District	1.37	1.37	1.37	1.37	1.37
City of Redwood City	7.09	7.09	7.09	7.09	7.09
City of San Bruno	2.68	2.68	2.68	2.68	2.68

City of San Jose Municipal Water System - North San Jose - Alviso	4.50	4.50	4.50	4.50	4.50
City of Santa Clara	4.50	4.50	4.50	4.50	4.50
Stanford University	2.13	2.13	2.13	2.13	2.13
City of Sunnyvale	12.58	12.58	12.58	12.58	12.58
Westborough Water District	0.91	0.91	0.91	0.91	0.91
Total	**148.3**	**148.3**	**148.3**	**148.3**	**148.3**

Five Year Drought Risk Assessment with BDP and without BDP (Same Values, Provided by SFPUC)

Member	2026	2027	2028	2029	2030
Alameda County Water District	10.08	11.25	11.56	12.00	12.45
City of Brisbane/Guadalupe Municipal Improvement District	0.68	0.68	0.68	0.68	0.68
City of Burlingame Municipal	3.23	3.23	3.23	3.23	3.23
Coastside County Water District	1.01	1.01	1.01	1.01	1.01
CWS Total Supply	29.50	29.50	29.50	29.50	29.50
City of Daly City	3.55	3.55	3.55	3.55	3.55
City of East Palo Alto	1.72	1.72	1.72	1.72	1.72
Estero Municipal Improvement District	3.78	3.78	3.78	3.78	3.78
City of Hayward	13.66	13.66	13.66	13.66	13.66
Town of Hillsborough	2.32	2.32	2.32	2.32	2.32
City of Menlo Park	2.72	2.72	2.72	2.72	2.72
Mid-Peninsula Water District	2.34	2.34	2.34	2.34	2.34
City of Millbrae	1.81	1.81	1.81	1.81	1.81
City of Milpitas	4.68	4.68	4.68	4.68	4.68
City of Mountain View	7.69	7.69	7.69	7.69	7.69
North Coast County Water District	2.58	2.58	2.58	2.58	2.58
City of Palo Alto	9.31	9.31	9.31	9.31	9.31
Purissima Hills Water District	1.51	1.51	1.51	1.51	1.51
City of Redwood City	7.43	7.43	7.43	7.43	7.43
City of San Bruno	1.03	1.03	1.03	1.03	1.03
City of San Jose Municipal Water System - North San Jose - Alviso	3.99	3.99	3.99	3.99	3.99
City of Santa Clara	2.91	2.91	2.91	2.91	2.91
Stanford University	1.59	1.59	1.59	1.59	1.59
City of Sunnyvale	10.28	10.28	10.28	10.28	10.28
Westborough Water District	0.70	0.70	0.70	0.70	0.70
Total	**130.1**	**131.3**	**131.6**	**132.0**	**132.5**

Appendix J

SFPUC Supply Scenarios with Bay Delta Plan

Projected Single Dry Year Purchases with BDP (Provided by SFPUC)

Member	2030	2035	2040	2045	2050
Alameda County Water District	7.75	7.74	7.78	7.86	8.48
City of Brisbane/Guadalupe Municipal Improvement District	0.65	0.64	0.63	0.61	0.60
City of Burlingame Municipal	2.70	2.67	2.69	2.72	2.74
Coastside County Water District	0.81	0.78	0.75	0.73	0.71
CWS Total Supply	18.61	18.01	17.45	16.92	16.57
City of Daly City	2.95	2.87	2.78	2.71	2.64
City of East Palo Alto	0.82	0.80	0.77	0.75	0.73
Estero Municipal Improvement District	2.69	2.63	2.54	2.47	2.40
City of Hayward	10.15	10.49	10.90	11.45	12.14
Town of Hillsborough	1.44	1.39	1.35	1.33	1.31
City of Menlo Park	1.78	1.77	1.75	1.75	1.75
Mid-Peninsula Water District	1.94	1.99	2.06	2.14	2.11
City of Millbrae	1.31	1.33	1.35	1.38	1.41
City of Milpitas	3.65	3.58	3.51	3.45	3.40
City of Mountain View	5.42	5.44	5.57	5.71	5.88
North Coast County Water District	1.54	1.53	1.53	1.49	1.46
City of Palo Alto	5.72	5.49	5.28	5.14	5.04
Purissima Hills Water District	0.94	0.90	0.88	0.86	0.84
City of Redwood City	4.71	4.38	4.36	4.36	4.37
City of San Bruno	1.27	1.52	1.74	1.69	1.65
City of San Jose Municipal Water System - North San Jose - Alviso	3.10	3.01	2.92	2.84	2.77
City of Santa Clara	3.10	3.01	2.92	2.84	2.77
Stanford University	1.22	1.31	1.31	1.31	1.31
City of Sunnyvale	7.38	7.47	7.73	7.94	7.75
Westborough Water District	0.57	0.54	0.55	0.55	0.56
Total	**92.2**	**91.3**	**91.1**	**91.0**	**91.4**

Projected Multiple Dry Year 2030 Purchases with BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	7.75	6.50	6.50	6.50	6.50
City of Brisbane/Guadalupe Municipal Improvement District	0.65	0.54	0.54	0.54	0.54
City of Burlingame Municipal	2.70	2.27	2.27	2.27	2.27
Coastside County Water District	0.81	0.68	0.68	0.68	0.68
CWS Total Supply	18.61	15.63	15.63	15.63	15.63
City of Daly City	2.95	2.48	2.48	2.48	2.48
City of East Palo Alto	0.82	0.69	0.69	0.69	0.69
Estero Municipal Improvement District	2.69	2.25	2.25	2.25	2.25
City of Hayward	10.15	8.52	8.52	8.52	8.52
Town of Hillsborough	1.44	1.21	1.21	1.21	1.21
City of Menlo Park	1.78	1.49	1.49	1.49	1.49
Mid-Peninsula Water District	1.94	1.63	1.63	1.63	1.63
City of Millbrae	1.31	1.10	1.10	1.10	1.10
City of Milpitas	3.65	3.06	3.06	3.06	3.06
City of Mountain View	5.42	4.55	4.55	4.55	4.55
North Coast County Water District	1.54	1.29	1.29	1.29	1.29
City of Palo Alto	5.72	4.80	4.80	4.80	4.80
Purissima Hills Water District	0.94	0.79	0.79	0.79	0.79
City of Redwood City	4.71	3.95	3.95	3.95	3.95
City of San Bruno	1.27	1.07	1.07	1.07	1.07
City of San Jose Municipal Water System - North San Jose - Alviso	3.10	2.60	2.60	2.60	2.60
City of Santa Clara	3.10	2.60	2.60	2.60	2.60
Stanford University	1.22	1.02	1.02	1.02	1.02
City of Sunnyvale	7.38	6.20	6.20	6.20	6.20
Westborough Water District	0.57	0.48	0.48	0.48	0.48
Total	**92.2**	**77.4**	**77.4**	**77.4**	**77.4**

Projected Multiple Dry Year 2035 Purchases with BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	7.74	6.60	6.60	6.60	6.60
City of Brisbane/Guadalupe Municipal Improvement District	0.64	0.54	0.54	0.54	0.54
City of Burlingame Municipal	2.67	2.28	2.28	2.28	2.28
Coastside County Water District	0.78	0.66	0.66	0.66	0.66
CWS Total Supply	18.01	15.35	15.35	15.35	15.35

City of Daly City	2.87	2.45	2.45	2.45	2.45
City of East Palo Alto	0.80	0.68	0.68	0.68	0.68
Estero Municipal Improvement District	2.63	2.24	2.24	2.24	2.24
City of Hayward	10.49	8.93	8.93	8.93	8.93
Town of Hillsborough	1.39	1.19	1.19	1.19	1.19
City of Menlo Park	1.77	1.51	1.51	1.51	1.51
Mid-Peninsula Water District	1.99	1.69	1.69	1.69	1.69
City of Millbrae	1.33	1.14	1.14	1.14	1.14
City of Milpitas	3.58	3.05	3.05	3.05	3.05
City of Mountain View	5.44	4.63	4.63	4.63	4.63
North Coast County Water District	1.53	1.31	1.31	1.31	1.31
City of Palo Alto	5.49	4.68	4.68	4.68	4.68
Purissima Hills Water District	0.90	0.77	0.77	0.77	0.77
City of Redwood City	4.38	3.73	3.73	3.73	3.73
City of San Bruno	1.52	1.30	1.30	1.30	1.30
City of San Jose Municipal Water System - North San Jose - Alviso	3.01	2.57	2.57	2.57	2.57
City of Santa Clara	3.01	2.57	2.57	2.57	2.57
Stanford University	1.31	1.12	1.12	1.12	1.12
City of Sunnyvale	7.47	6.36	6.36	6.36	6.36
Westborough Water District	0.54	0.46	0.46	0.46	0.46
Total	**91.3**	**77.8**	**77.8**	**77.8**	**77.8**

Projected Multiple Dry Year 2040 Purchases with BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	7.78	6.59	6.59	6.59	6.59
City of Brisbane/Guadalupe Municipal Improvement District	0.63	0.53	0.53	0.53	0.53
City of Burlingame Municipal	2.69	2.28	2.28	2.28	2.28
Coastside County Water District	0.75	0.64	0.64	0.64	0.64
CWS Total Supply	17.45	14.79	14.79	14.79	14.79
City of Daly City	2.78	2.36	2.36	2.36	2.36
City of East Palo Alto	0.77	0.65	0.65	0.65	0.65
Estero Municipal Improvement District	2.54	2.16	2.16	2.16	2.16
City of Hayward	10.90	9.24	9.24	9.24	9.24
Town of Hillsborough	1.35	1.15	1.15	1.15	1.15
City of Menlo Park	1.75	1.49	1.49	1.49	1.49
Mid-Peninsula Water District	2.06	1.75	1.75	1.75	1.75
City of Millbrae	1.35	1.15	1.15	1.15	1.15
City of Milpitas	3.51	2.97	2.97	2.97	2.97

City of Mountain View	5.57	4.72	4.72	4.72	4.72
North Coast County Water District	1.53	1.30	1.30	1.30	1.30
City of Palo Alto	5.28	4.48	4.48	4.48	4.48
Purissima Hills Water District	0.88	0.75	0.75	0.75	0.75
City of Redwood City	4.36	3.69	3.69	3.69	3.69
City of San Bruno	1.74	1.47	1.47	1.47	1.47
City of San Jose Municipal Water System - North San Jose - Alviso	2.92	2.47	2.47	2.47	2.47
City of Santa Clara	2.92	2.47	2.47	2.47	2.47
Stanford University	1.31	1.11	1.11	1.11	1.11
City of Sunnyvale	7.73	6.55	6.55	6.55	6.55
Westborough Water District	0.55	0.46	0.46	0.46	0.46
Total	**91.1**	**77.2**	**77.2**	**77.2**	**77.2**

Projected Multiple Dry Year 2045 Purchases with BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	7.86	6.63	6.63	6.63	6.63
City of Brisbane/Guadalupe Municipal Improvement District	0.61	0.52	0.52	0.52	0.52
City of Burlingame Municipal	2.72	2.29	2.29	2.29	2.29
Coastside County Water District	0.73	0.62	0.62	0.62	0.62
CWS Total Supply	16.92	14.26	14.26	14.26	14.26
City of Daly City	2.71	2.28	2.28	2.28	2.28
City of East Palo Alto	0.75	0.63	0.63	0.63	0.63
Estero Municipal Improvement District	2.47	2.08	2.08	2.08	2.08
City of Hayward	11.45	9.65	9.65	9.65	9.65
Town of Hillsborough	1.33	1.12	1.12	1.12	1.12
City of Menlo Park	1.75	1.47	1.47	1.47	1.47
Mid-Peninsula Water District	2.14	1.80	1.80	1.80	1.80
City of Millbrae	1.38	1.16	1.16	1.16	1.16
City of Milpitas	3.45	2.91	2.91	2.91	2.91
City of Mountain View	5.71	4.81	4.81	4.81	4.81
North Coast County Water District	1.49	1.26	1.26	1.26	1.26
City of Palo Alto	5.14	4.34	4.34	4.34	4.34
Purissima Hills Water District	0.86	0.72	0.72	0.72	0.72
City of Redwood City	4.36	3.68	3.68	3.68	3.68
City of San Bruno	1.69	1.43	1.43	1.43	1.43
City of San Jose Municipal Water System - North San Jose - Alviso	2.84	2.40	2.40	2.40	2.40

City of Santa Clara	2.84	2.40	2.40	2.40	2.40
Stanford University	1.31	1.10	1.10	1.10	1.10
City of Sunnyvale	7.94	6.70	6.70	6.70	6.70
Westborough Water District	0.55	0.47	0.47	0.47	0.47
Total	**91.0**	**76.7**	**76.7**	**76.7**	**76.7**

Projected Multiple Dry Year 2050 Purchases with BDP (Provided by SFPUC)

Member	1st Dry Year	2nd Dry Year	3rd Dry Year	4th Dry Year	5th Dry Year
Alameda County Water District	8.48	7.11	7.11	7.11	7.11
City of Brisbane/Guadalupe Municipal Improvement District	0.60	0.50	0.50	0.50	0.50
City of Burlingame Municipal	2.74	2.29	2.29	2.29	2.29
Coastside County Water District	0.71	0.60	0.60	0.60	0.60
CWS Total Supply	16.57	13.89	13.89	13.89	13.89
City of Daly City	2.64	2.22	2.22	2.22	2.22
City of East Palo Alto	0.73	0.61	0.61	0.61	0.61
Estero Municipal Improvement District	2.40	2.01	2.01	2.01	2.01
City of Hayward	12.14	10.17	10.17	10.17	10.17
Town of Hillsborough	1.31	1.09	1.09	1.09	1.09
City of Menlo Park	1.75	1.46	1.46	1.46	1.46
Mid-Peninsula Water District	2.11	1.77	1.77	1.77	1.77
City of Millbrae	1.41	1.18	1.18	1.18	1.18
City of Milpitas	3.40	2.85	2.85	2.85	2.85
City of Mountain View	5.88	4.93	4.93	4.93	4.93
North Coast County Water District	1.46	1.22	1.22	1.22	1.22
City of Palo Alto	5.04	4.22	4.22	4.22	4.22
Purissima Hills Water District	0.84	0.71	0.71	0.71	0.71
City of Redwood City	4.37	3.66	3.66	3.66	3.66
City of San Bruno	1.65	1.38	1.38	1.38	1.38
City of San Jose Municipal Water System - North San Jose - Alviso	2.77	2.32	2.32	2.32	2.32
City of Santa Clara	2.77	2.32	2.32	2.32	2.32
Stanford University	1.31	1.10	1.10	1.10	1.10
City of Sunnyvale	7.75	6.50	6.50	6.50	6.50
Westborough Water District	0.56	0.47	0.47	0.47	0.47
Total	**91.4**	**76.6**	**76.6**	**76.6**	**76.6**

Appendix K

SFPUC Annual Water Supply Assessment

The SFPUC has a robust process for assessing its annual water supply and demand. This process involves considering a range of input factors unique to the SFPUC's water supplies and system configuration and provides the SFPUC with flexibility to consider new factors. The SFPUC reports on an assessment of its system's water supply and demand to the State through the following methods:

- On or before July 1 of each year, the SFPUC prepares a Water Supply and Demand Assessment (WSDA), consistent with California Water Code Section 10632.1 requirements, by evaluating the total amount of water it expects to be in storage within the RWS that year and comparing that amount to expected Retail and Wholesale Customer demands. The following subsections outline the SFPUC's procedures for preparing the annual WSDA.

- Every month, the SFPUC completes the SWRCB's Drought and Conservation Reporting on the SAFER Clearinghouse online portal.

Demand Assessment [Water Code Section 10632(A)(2)(B)(I)]

To calculate unconstrained customer demand on the RWS for the purpose of its annual WSDA, the SFPUC collects information on the demands of both the retail and wholesale customers. The SFPUC estimates Retail Customer demand based on the best available information to date, typically including the previous year's demands as well as consideration of current demand use patterns or other conditions impacting demands, such as weather and growth. For estimated wholesale demands, each February, the SFPUC receives from BAWSCA a report of estimated Wholesale Customer demands on the RWS for the upcoming year. BAWSCA compiles this report based on demand estimates it receives from each of its 26 Member Agencies. The SFPUC estimates the relatively small demands of Cordilleras Mutual Water Company and Groveland Community Services District, its other two wholesale customers for the purposes of its UWMP, that are not parties to the WSA and are not BAWSCA Member Agencies as it does the demands of its Retail Customers: based on the best available information to date, typically including the previous year's demands as well as consideration of current demand use patterns or other conditions impacting demands, such as weather and growth.

Supply Assessment [Water Code Sections 10632(A)(2)(B)(II) and 10632(A)(2)(B)(V)]

The RWS collects water from the Upper Tuolumne River watershed in the Sierra Nevada and from the local Alameda and Peninsula watersheds. The RWS draws an average of 85% of its supply from the Tuolumne River watershed. This water feeds into an aqueduct system delivering water 167 miles by gravity to Bay Area reservoirs and customers. The remaining 15% of the RWS supply is drawn from local surface waters in the Alameda and Peninsula watersheds. The percentage split between the Upper Tuolumne River and Bay Area watersheds varies from year to year depending on the water year hydrology and operational circumstances.
To evaluate water supply conditions each year, the SFPUC uses measurements of precipitation and snowpack in the watersheds above Hetch Hetchy, Cherry, and Eleanor Reservoirs. The

Cooperative Snow Survey (conducted by the SFPUC in partnership with state and federal agencies) evaluates snowpack conditions ever year beginning in late January. The SFPUC also estimates snowpack conditions using information from the Airborne Snow Observatory, which is a developing technology that uses aerial surveys to quantify snowpack, along with other sources. The SFPUC maintains a hydrologic model of the upcountry watersheds that uses this information to project runoff for the coming year. This process also includes a statistical analysis of additional expected precipitation. In addition to projected runoff, the determination of projected available water supply also considers stored water throughout the RWS, water acquired by the SFPUC from non-SFPUC sources, reservoir losses, and allowances for carryover storage. Additionally, the SFPUC accounts for groundwater provided by the San Francisco Groundwater Supply Project for the San Francisco retail system and recycled water provided for irrigation at Harding Park, Fleming, and Sharp Park Golf Courses.

The RWS relies on precipitation and snowmelt captured and stored in its reservoirs. During droughts, water supply deliveries can exceed inflows, requiring the use of water stored in previous years to meet demands. Because of the importance of carry-over storage, the SFPUC constantly monitors and evaluates water supply conditions in the RWS, updating look-ahead forecasts as a year's hydrology and operations change. Generally, in early winter of any year, SFPUC staff can begin providing a forecast of water supply conditions for the upcoming year based on known and anticipated winter and spring precipitation and snowpack. The predictive power of this forecast improves greatly through the spring. The annual precipitation, snowmelt, and carry-over storage together constitute the SFPUC's reservoir storage condition. Using data for each of these factors, the SFPUC can determine whether the reservoir system will be capable of serving full deliveries to its customers.

The SFPUC sells water to 26 wholesale customers (collectively referred to as the Wholesale Customers) under the terms of a 25-year contract known as the Water Supply Agreement between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County (WSA) and associated individual water sales contracts with each Wholesale Customer. Collectively, the Wholesale Customers on average receive over two thirds of the RWS's annual deliveries, with the remaining approximately one third provided to the SFPUC's Retail Customers.

The WSA carries forward many components of its predecessor agreement, including the SFPUC's "Supply Assurance" of 184 mgd to the Wholesale Customers. The SFPUC has agreed to deliver water to the Wholesale Customers up to the amount of the Supply Assurance, and this agreement is perpetual and survives the expiration of the WSA. The Supply Assurance is, however, subject to reduction due to water shortage, drought, scheduled RWS maintenance activities, and emergencies. As part of the Phased Water System Improvement Plan (WSIP) in 2008, the SFPUC established a temporary 265 mgd annual average limitation on water deliveries from RWS watersheds, the "Interim Supply Limitation" (ISL). The SFPUC has allocated the ISL between the Retail Customers and Wholesale Customers as follows:

- Retail supply allocation: 81 mgd
- Wholesale supply allocation: 184 mgd

[Table 8-1] shows the availability of RWS supplies for the SFPUC's retail Customers and wholesale customers in normal years. [Table 8-2] shows the current and projected RWS supply

needs to meet retail and wholesale customer demands based on information and projections presented in the SFPUC's 2025 UWMP.

8.1 Regional Water System Supply Availability in Normal Years (mgd)

RWS Supply Allocation	Projected				
	2030	2035	2040	2045	2050
Retail Customers (a)(b)	81	81	81	81	81
Wholesale Customers (c)(d)	184	184	184	184	184
Total RWS Supplies	265	265	265	265	265

Notes:

(a) Groundwater and recycled water are assumed to be used before RWS supplies to meet retail demand. However, if these alternative supplies are not available, up to 81 mgd of RWS supply could be used in normal years.

(b) The SFPUC reports Groveland Community Services District (GCSD) as a wholesale customer in its UWMP, but the SFPUC otherwise considers GCSD a Retail Customer and includes GCSD's demands (approximately 0.3 mgd) within the Retail supply allocation of 81 mgd.

(c) Projected Wholesale Customer deliveries are limited to 184 mgd, including the demands of the cities of San Jose and Santa Clara, which are supplied on a temporary and interruptible basis.

(d) Cordilleras Mutual Water Company is a wholesale customer of the SFPUC, but it is not a party to the WSA or a BAWSCA Member Agency, and it is not included in the Wholesale Customer supply allocation of 184 mgd. The demands of Cordilleras Mutual Water Company are minor (projected to be less than 0.01 mgd).

8.2 Regional Water System Supply Utilized in Normal Years (mgd)

RWS Supply Allocation	Projected				
	2030	2035	2040	2045	2050
Retail Customers (a)(b)	62.7	61.2	61.9	64.0	66.7
Wholesale Customers (c)(d)	133.92	136.32	140.53	144.12	148.36
Total RWS Supplies	196.62	197.52	202.43	208.12	215.1

Notes:

(a) Groundwater and recycled water are assumed to be used before RWS supplies to meet retail demand. However, if these alternative supplies are not available, up to 81 mgd of RWS supply may be used in normal years.

(b) The SFPUC reports Groveland Community Services District (GCSD) as a wholesale customer in its UWMP, but the SFPUC otherwise considers GCSD a Retail Customer and includes GCSD's demands (approximately 0.3 mgd) within the Retail supply allocation of 81 mgd.

(c) Projected Wholesale Customer deliveries are limited to 184 mgd, including the demands of the cities of San Jose and Santa Clara, which are supplied on a temporary and interruptible basis.

(d) Cordilleras Mutual Water Company is a wholesale customer of the SFPUC, but it is not a party to the WSA or a BAWSCA Member Agency, and it is not included in the Wholesale Customer supply allocation of 184 mgd. The demands of Cordilleras Mutual Water Company are minor (projected to be less than 0.01 mgd).

Infrastructure Considerations [Water Code Section 10632(A)(2)(B)(III)]

On an ongoing basis, three groups with the SFPUC's Water Enterprise – Hetch Hetchy Water and Power, Water Supply and Treatment Division, and Hydrology and Water Systems – conduct analyses of the RWS that incorporate planned facility outages and multiple levels of projected system demands to evaluate operational capabilities and plan for potential water delivery constraints. These three groups meet quarterly to share plans and coordinate how facility outages, changes in service area demand, wet or dry weather, and other variables shape the operating plans each year. Facility outages due to maintenance or upgrades are coordinated in an adaptive manner to respond to changes as they occur. For new water supplies or new capital projects related to supply distribution, impacts on the RWS are evaluated extensively prior to initiation of any changes. Results from these modeling efforts are considered in the annual WSDA.

System Modeling [Water Code Section 10632(A)(2)(B)(IV)]

To proactively plan for conditions that would result in a shortage of water supplies, the SFPUC models conditions using a hypothetical drought that is more severe than what the RWS has historically experienced. This drought sequence is referred to as the "design drought" and serves as the basis for planning and modeling of future scenarios. The design drought consists of an 8.5-year sequence of dry conditions.

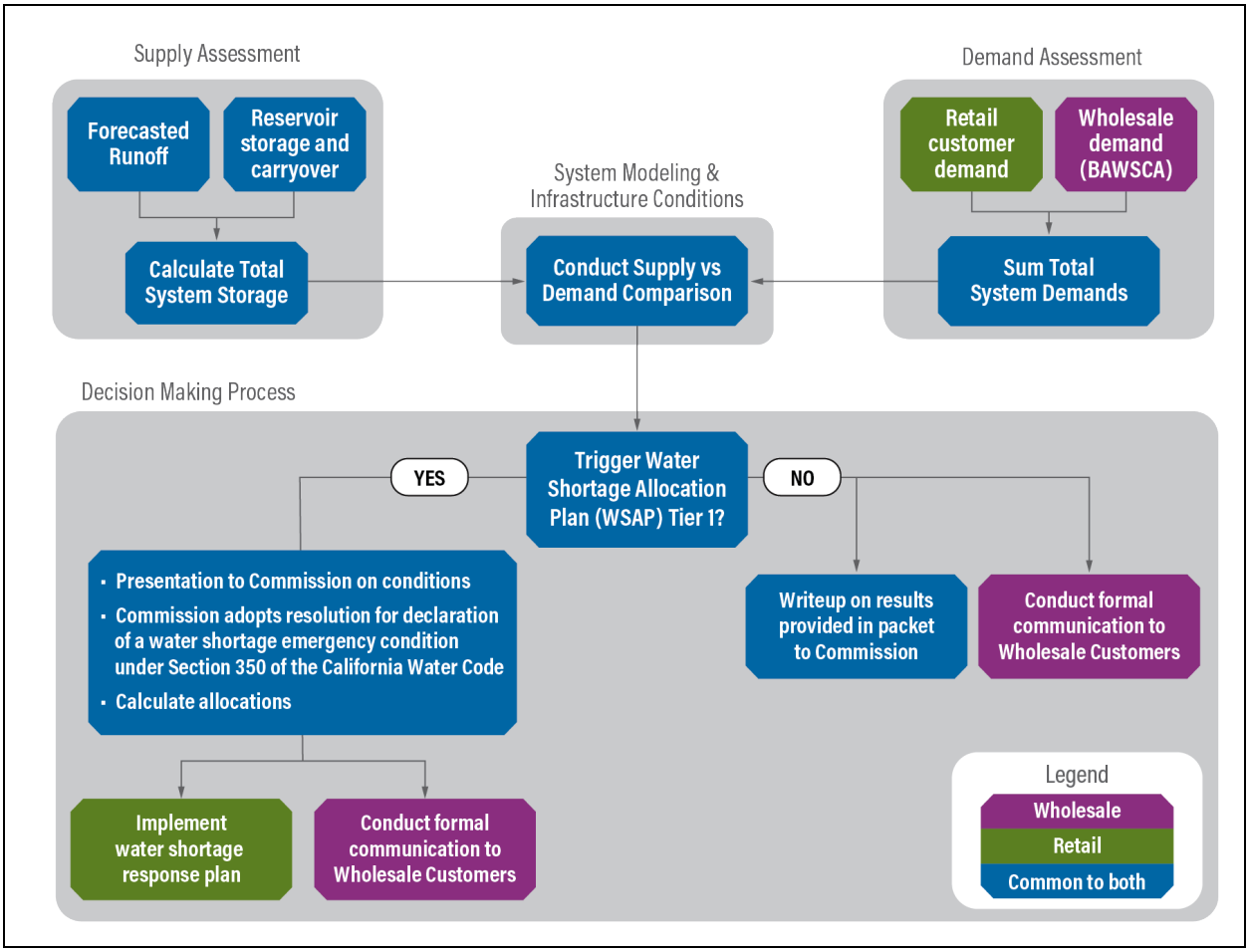
In applying its water supply planning methodology, the SFPUC performs an initial model simulation of the system for the design drought sequence and then reviews the ability of the system to deliver water to the service area through the entire design drought sequence. If the projected water supply runs out before the end of the design drought sequence in the initial model run, system-wide water use is reduced by applying water supply reductions and the scenario is re-run. This process continues iteratively until a model simulation of the system is achieved in which the water supply in storage at the end of the design drought sequence is brought to the system "dead pool," where no additional storage is available for delivery (currently simulated as 96,775 acre-feet). Drawing system storage down to the dead pool without going below it indicates that water supply delivery, including the adjusted amount of water use, is maintained through the design drought sequence
.
Estimated levels of water supply reduction and corresponding storage threshold values that initiate each level of supply reduction can then be used to simulate the operation of the system through the historical record of hydrology, or to evaluate system water supply conditions during an ongoing drought. While the design drought sequence does not occur in the historical hydrology, the reduced water use and storage threshold values that are adjusted to allow a system configuration to maintain water delivery through the design drought sequence can be used to evaluate system performance in the historical record, or as a basis for comparing with real-time system conditions. Through use of this planning method, the SFPUC can simulate a response to declining water supply in storage that is appropriate for the system conditions being evaluated. The SFPUC plans its water deliveries using indicators for demand reduction that are developed through analysis with the design drought sequence. As a result, the SFPUC system operations are designed to provide sufficient carry-over water in SFPUC reservoirs to continue delivering water, although at reduced levels, during multiple-year droughts.

Decision-Making Process [Water Code Section 10632(A)(2)(A)]

Regardless of the expectation of shortage conditions, as part of the normal course of business, the SFPUC provides a water supply condition update to its executive team every two weeks throughout the year. Pursuant to the Water Shortage Allocation Plan (WSAP), also known as the Tier 1 Shortage Plan, that is incorporated in the WSA and described further previously, the SFPUC also provides an initial estimate of available water supply for the upcoming Supply Year (defined as the period between July 1 through June 30) to its Wholesale Customers on February 1 every year. A Wholesale Customer Annual Meeting is held in February at which the SFPUC makes a presentation on current water supply conditions and forecasts. The SFPUC issues a revised estimate of available water supply for the upcoming Supply Year on March 1 and uses the snow survey that occurs in the first week of April and an associated runoff forecast to refine an estimated total system storage expected on July 1. By the middle of April, the SFPUC issues a final estimate of available water supply and determines whether there will be a system-wide shortage for the coming Supply Year.

If the SFPUC determines that a water shortage exists, the SFPUC may call for voluntary demand reductions among its customers or issue a declaration of water shortage emergency pursuant to California Water Code Section 350 et seq. In support of a declaration of water shortage emergency, SFPUC staff will deliver a presentation to the Commission with information that explains the basis for the shortage conditions, such as conditions of precipitation to date, snowpack, and storage levels with more information as necessary depending on the particulars of the supply forecast. Depending on the level of shortage, the SFPUC may determine that voluntary actions by its Retail and Wholesale Customers will be sufficient to accomplish the necessary reduction in water use throughout its service area or that mandatory actions will be required. Water demand reductions that are applicable to Wholesale Customers will be formally communicated following the Commission's declaration of a water shortage emergency under Section 350 of the California Water Code.

An example of the general WSDA process for water shortages caused by a drought is presented in [Figure 8-1] for illustrative purposes. Other non-drought water shortages may not trigger the WSAP and therefore would not follow the same process shown below. For more information about procedures in response to non-drought water shortages, such as those caused by a catastrophic supply interruption, see the next section.


Supply Assessment
Forecasted Runoff
Reservoir storage and carryover
Calculate Total System Storage
Demand Assessment
Retail customer demand
Wholesale demand (BAWSCA)
Sum Total System Demands
System Modeling & Infrastructure Conditions
Conduct Supply vs Demand Comparison
Decision Making Process
Trigger Water Shortage Allocation Plan (WSAP) Tier 1?
YES
NO
Presentation to Commission on conditions
Commission adopts resolution for declaration of a water shortage emergency condition under Section 350 of the California Water Code
Calculate allocations
Writeup on results provided in packet to Commission
Conduct formal communication to Wholesale Customers
Implement water shortage response plan
Conduct formal communication to Wholesale Customers
Legend
Wholesale
Retail
Common to both

Appendix L

Resolution 2026-04

RESOLUTION 2026-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT ADOPTING THE UPDATED WATER SHORTAGE CONTINGENCY PLAN

WHEREAS, Section 10632 of the California Water Code requires the Coastside County Water District ("District") to prepare and adopt a Water Shortage Contingency Plan, as part of its 2020 Urban Water Management Plan; and

WHEREAS, Section 350-359 and 31026-31029 of the California Water Code provides authority for the District to declare a water shortage emergency and implement regulations to manage the water shortage emergency; and

WHEREAS, the District maintains a Water Shortage Contingency Plan that is a guidance document for management of water shortages within the District's jurisdiction; and

WHEREAS, Section 10632(b) of the California Water Code requires that water suppliers shall analyze and define water features that are artificially supplied with water separately from swimming pools and spas; and

WHEREAS, the Board of Directors, after a notified public hearing, adopted Resolution 2021-03 on June 8, 2021, approving an updated Water Shortage Contingency Plan; and

WHEREAS, the updated Water Shortage Contingency Plan has been reviewed in light of the current water supply reliability analysis; and

WHEREAS, the District has determined that its updated Water Shortage Contingency Plan continues to adequately enable the District to prepare for and respond to various levels of shortage as required by statute; and

WHEREAS, the District notified the City of Half Moon Bay and the County of San Mateo at least 60 days prior to adoption that it is updating the Water Shortage Contingency Plan; and

WHEREAS, the District notified the County of San Mateo and City of Half Moon Bay that the District will be reviewing the Water Shortage Contingency Plan and considering its adoption at least 14 days prior to the public hearing; a copy of the Water Shortage Contingency Plan was available on the District's website; published a notice of the public hearing in the local newspaper once a week for two successive weeks beginning at least fourteen days prior to the public hearing and posted that notice on the District's website; held a public hearing inviting public input regarding the draft Water Shortage Contingency Plan; and considered all comments received during the public hearing.

RESOLUTION 2026-04

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District hereby approves and adopts the updated Water Shortage Contingency Plan, as presented to the Board.

BE IT FURTHER RESOLVED that the Board authorizes the General Manager to incorporate comments from the public hearing as approved by the Board after the close of the public hearing.

BE IT FURTHER RESOLVED that the General Manager is authorized and directed to include the adopted Water Shortage Contingency Plan in the Urban Water Management Plan, make it available to the public, and submit copies to the Department of Water Resources, the California State Library, the City of Half Moon Bay and the County of San Mateo within 30 days of adoption.

PASSED AND ADOPTED this 12th day of May 2026 by the following votes of the Coastside County Water District's Board of Directors:

AYES: President Feldman, Vice President Muller, Directors Coverdell, Dickson and Mickelsen

NOES:

ABSENT:

ABSTAIN:

Robert C. Feldman

Robert Feldman
President Board of Directors

Attest:

Mary Rogren
General Manager, Secretary of the District