

DIRECTORS
WILLIAM HAUSER, *President*
ANNE DE JARNATT, *Vice-President*
RON ASH, *Director*
JOSHUA COSGROVE, *Director*
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STAFF
ADRIANNE CARR, Ph.D.
GENERAL MANAGER
SCOTT DALTON
ASSISTANT GENERAL MANAGER
– OPERATIONS
Phone (650) 355-3462
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AGENDA
NORTH COAST COUNTY WATER DISTRICT
BOARD OF DIRECTORS
Regular Meeting June 17, 2026, 7:00 PM

This agenda and all accompanying materials can be viewed on the North Coast County Water District website at: nccwd.com

This meeting will be conducted both in person and by Zoom Meeting. Members of the public may attend this meeting in person at the District's Headquarters located at 2400 Francisco Boulevard, Pacifica.

Members of the public may participate remotely as follows:

REMOTE PARTICIPATION ACCESS VIA ZOOM

Online: <https://us06web.zoom.us/j/89312217634?pwd=dUZPC1khA8std7b3NFaxShkUcfwZhA.1>

Webinar ID: 893 1221 7634 Passcode: 189593

By Phone: (669) 444-9171

Members of the public participating online may use "Raise Hand" function to request to speak.
Those participating by phone, press *9 to request to speak and *6 to mute or unmute.

1. Call to Order
2. Roll Call
 - A. Location of Emergency Exits
3. Pledge of Allegiance
4. Public Comment

Members of the public are invited to participate during the public comment period(s) or when a particular item is introduced. Members of the public are encouraged to participate remotely by submitting comments to info@nccwd.com at least one hour prior to the scheduled start time of the meeting. For comments submitted prior to the meeting, please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Although public comments are generally limited to three minutes per person per comment, the Board President shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.
5. Approval of Order of Agenda

ACTION

6. Special Order of Business: ACTION
2025 Urban Water Management Plan and Water Shortage Contingency Plan - Attached
A. Public Hearing on 2025 Urban Water Management Plan and Water Shortage Contingency Plan
1. Open Public Hearing
2. Presentation by EKI Environment & Water
3. Public Comments
4. Close Public Hearing
B. Consider Adoption of Resolution No. Adopting the Updated Water Shortage Contingency Plan
C. Consider Adoption of Resolution No. Adopting the 2025 Urban Water Management Plan
7. Bay Area Water Supply and Conservation Agency (BAWSCA) Issues INFORMATION
8. Board Communications
9. Consent Calendar ACTION
All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item
A. Overview of District Investments – Attached
B. Financial Statements for May 2026 – Attached
C. Statement for 2021 Water System Financing Project Fund – Attached
D. Minutes of the May 20, 2026 Regular Board meeting – Attached
E. Report on Sale of District Property – None
F. May 2026 Leak Report
G. May 2026 Water Quality Report – Attached
H. May 2026 Legislative Update – None
I. May 2026 Hydrological Report – Attached
10. General Manager’s Report
A. New Business
1. Approval of Claims Dated June 17, 2026 – Attached ACTION
2. Adopt Resolution No. Adopting Fiscal Year 2026-2027 Salary Schedule – Attached ACTION
3. Adopt Fiscal Year 2026-2027 Operating Budget – Attached ACTION
4. Adopt Fiscal Year 2026-2027 Capital Improvement Program Budget – Attached ACTION
5. Adopt Resolution No. Amending the District’s Labor Rates to be Charged for District Services– Attached ACTION
6. Approval of EKI Environment & Water, Inc Task Order 26-02 in the Amount Not-to-Exceed \$93,500 for Continuing Capital Improvement Program Support and As-Needed Engineering Services - Attached ACTION
7. Authorize the General Manager to Enter into a Professional Services Agreement with Voler Strategic Advisers for External Communications Support in an Amount Not to Exceed \$72,000– Attached ACTION
8. Authorize Board President to Enter into a Professional Services Agreement with Thomas Piccolotti, LLC for Strategic Counseling Services in an Amount Not to Exceed \$75,000– Attached ACTION

10. General Manager’s Report (Continued)
 - A. New Business
 9. District Headquarters Upgrade Project Update INFORMATION
 10. District Engineer’s Report - Attached INFORMATION
 - Update on Risk and Resilience Assessment (RRA)
 - Update on Fassler Tank Replacement Project
 11. General Manager’s Update – Attached INFORMATION
 - Multijurisdictional Local Hazard Mitigation Plan (LHMP)
 - B. Continued Business - Attached
 1. Capital Improvement Program and Bond Projects INFORMATION
11. Committee and/or Directors’ Reports on Meetings Attended
 - A. City of Pacifica Planning Commission Meeting (Hauser) – June 1
 - B. City of Pacifica City Council Meeting (DeJarnatt) – May 26, June 8
 - C. CIP Committee (Cosgrove/DeJarnatt) – June 10, 2026
 - D. Finance Committee (Hauser/Cosgrove) – June 11, 2026
12. Directors’ Comments and/or Agenda Requests
13. Correspondence
14. Public Comment
15. Adjournment

Accessible Public Meetings - Upon request, the North Coast County Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least three (3) days before the meeting. Requests should be sent to: North Coast County Water District, Attn: Alternative Agenda Request, PO Box 1039, Pacifica, CA 94044-6039 or info@nccwd.com.

DIRECTORS

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STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: June 17, 2026
 RE: Public Hearing on 2025 Urban Water Management Plan and Water Shortage Contingency Plan

BACKGROUND

The Urban Water Management Plan (UWMP) is a state-mandated document focused on water supply and demand planning, updated every five years. The plan includes a thorough assessment of supply reliability through 2050, considering both normal and dry conditions. EKI Environment and Water (EKI), with assistance from District staff, prepared the 2025 UWMP and Water Shortage Contingency Plan (WSCP). A public draft was released on the District's website in May 2026, and newspaper notices were published regarding the plan, the scheduled public hearing, and the board meeting on June 17, 2026. Approval from the Board of Directors is required for both documents before meeting the July 1, 2026, submission deadline to the Department of Water Resources.

INFORMATION

The draft UWMP and WSCP are available for public review online www.nccwd.com/uwmp and hard copies are available for review at the District office. An overview of the plans will be presented at the June 17, 2026 Board meeting. Following the public hearing, two resolutions for adoption will be considered and are included as attachments.

RECOMMENDATION(S):

District Staff recommends the Board of Directors Adopt Resolutions Adopting the Updated Water Shortage Contingency Plan and Adopting the 2025 Urban Water Management Plan.

Attachments

- A. Presentation of District's 2025 Urban Water Management Plan and Water Shortage Contingency Plan, Prepared by EKI Environment & Water
- B. Resolution No. Adopting the Updated Water Shortage Contingency Plan
- C. Resolution No. Adopting the 2025 Urban Water Management Plan

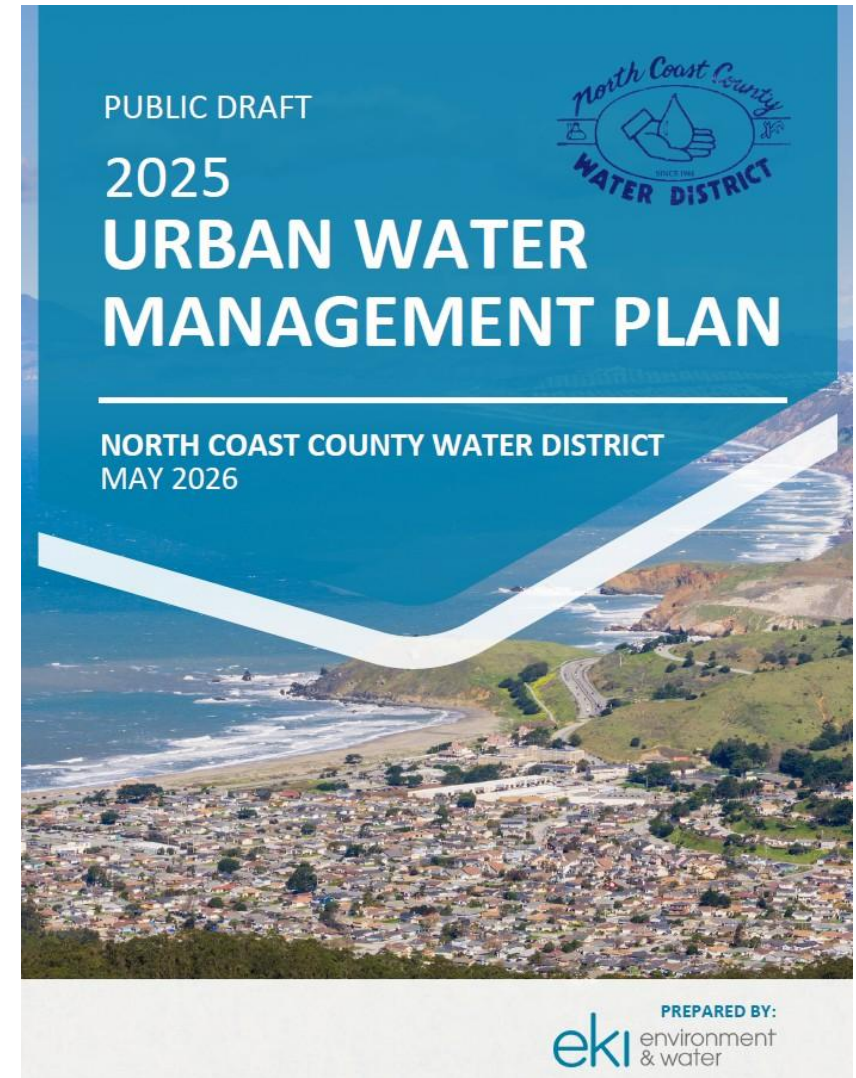
PUBLIC HEARING FOR THE 2025 URBAN WATER MANAGEMENT PLAN UPDATE

17 June 2026



PRESENTATION OUTLINE

- Urban Water Management Plan (UWMP) Overview
- 2025 UWMP Highlights
- Conclusions and Next Steps



2025 UWMP OVERVIEW

What is an UWMP?

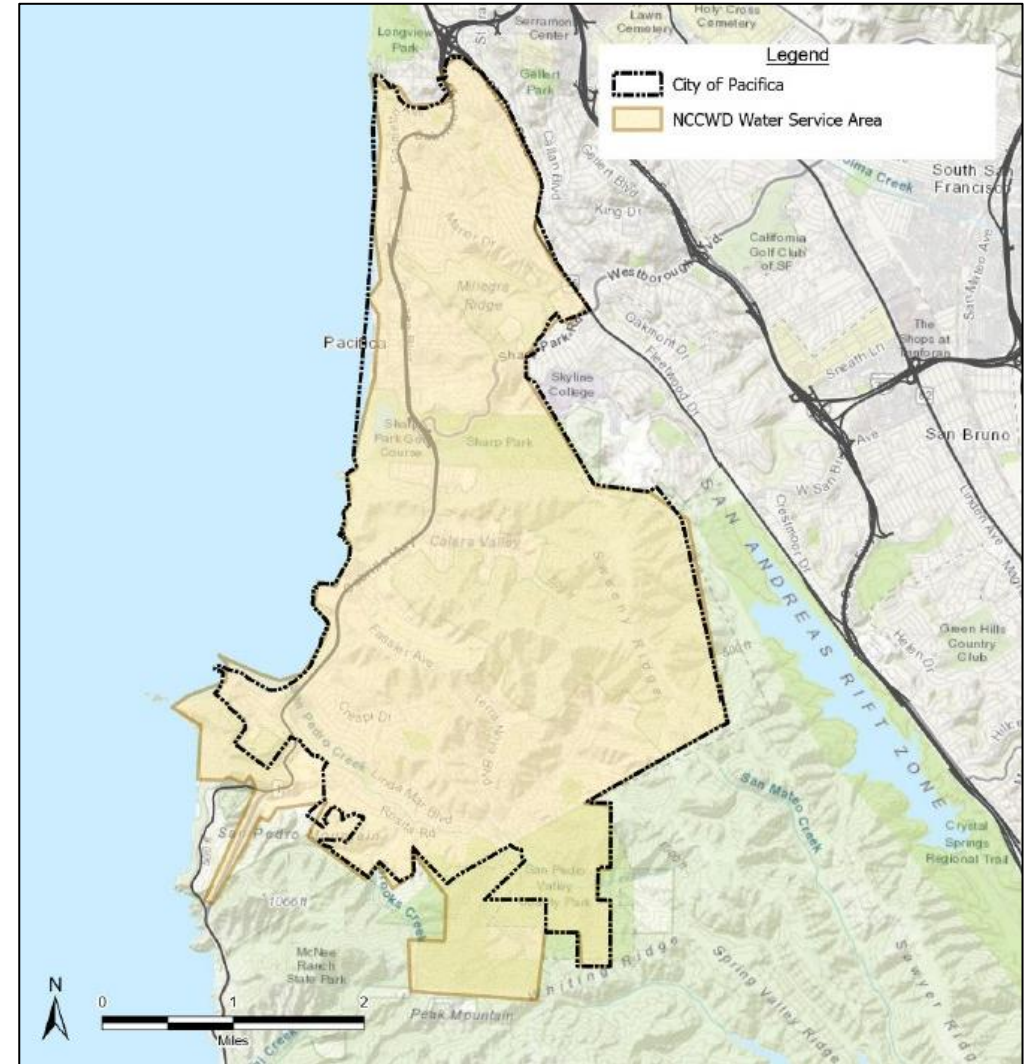
- State-mandated water supply and demand planning document, updated every 5 years
- Must be adopted by the Board and submitted to the California Department of Water Resources (DWR)
- Submission deadline: July 1, 2026
- Requires a comprehensive assessment of supply reliability through 2050 under normal and dry conditions

Why Does it Matter?

- Demonstrates long-term water planning strategies to the public and Board – promoting the “Value of Water”
- An approved UWMP is a prerequisite for State grants and infrastructure funding
- Provides a foundation for Water Supply Assessments (WSAs) required for large developments
- Framework for water shortage contingency planning, water rates, and other related policy discussions

DISTRICT WATER SERVICE AREA

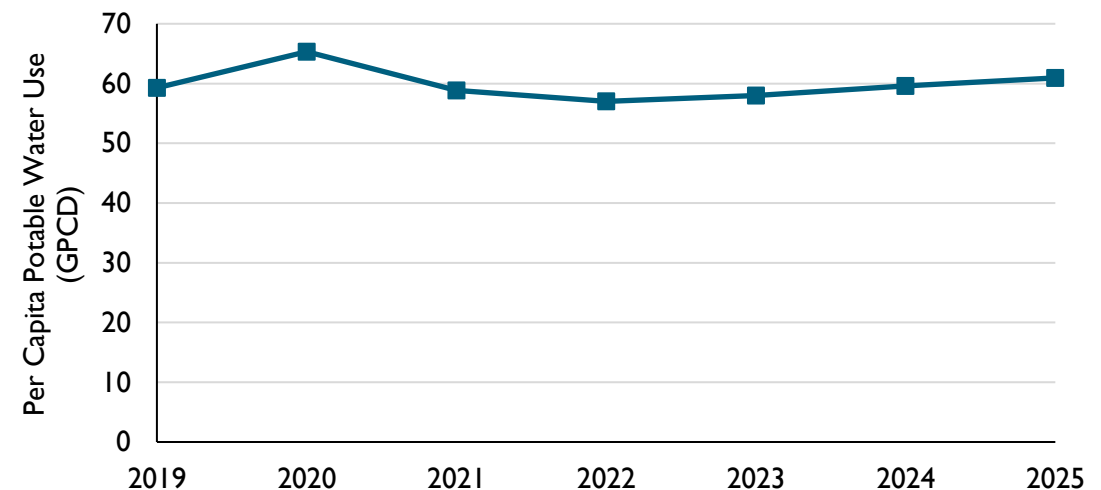
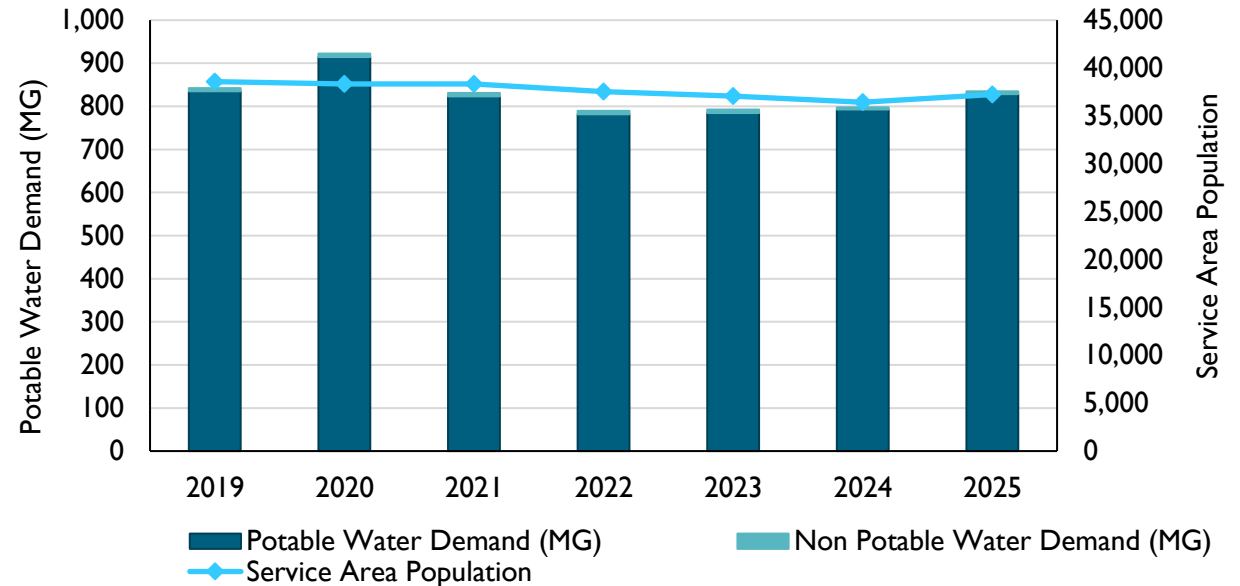
- Service area closely corresponds with City of Pacifica boundary
- Approximately 12,678 connections
- Water sources:
 - Potable water from San Francisco Public Utilities Commission (SFPUC) Regional Water System (RWS)
 - Recycled water from the City of Pacifica's Calera Creek Water Recycling Plant (CCWRP)



HISTORICAL AND FUTURE WATER DEMAND

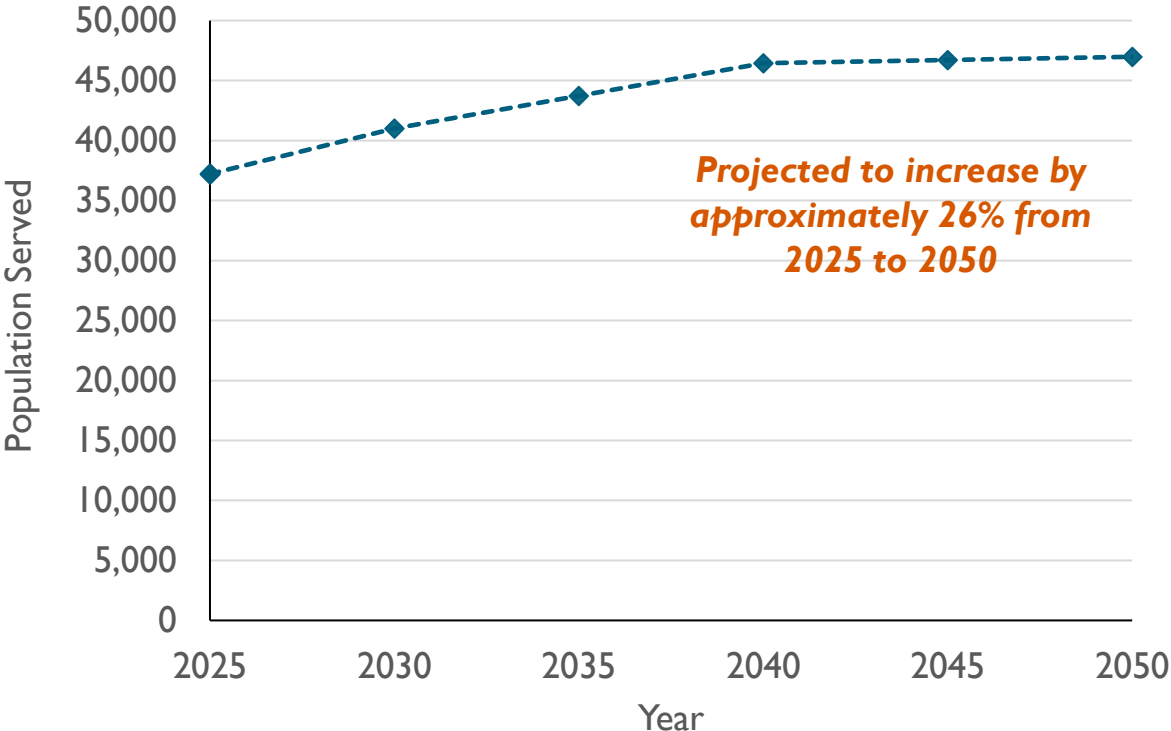
HISTORICAL POPULATION AND WATER DEMAND

- Population remained relatively steady with a slight downward trend since 2019
- Per capita water use spiked during COVID-19 (2020), declined during the subsequent drought, remained relatively consistent over past few years

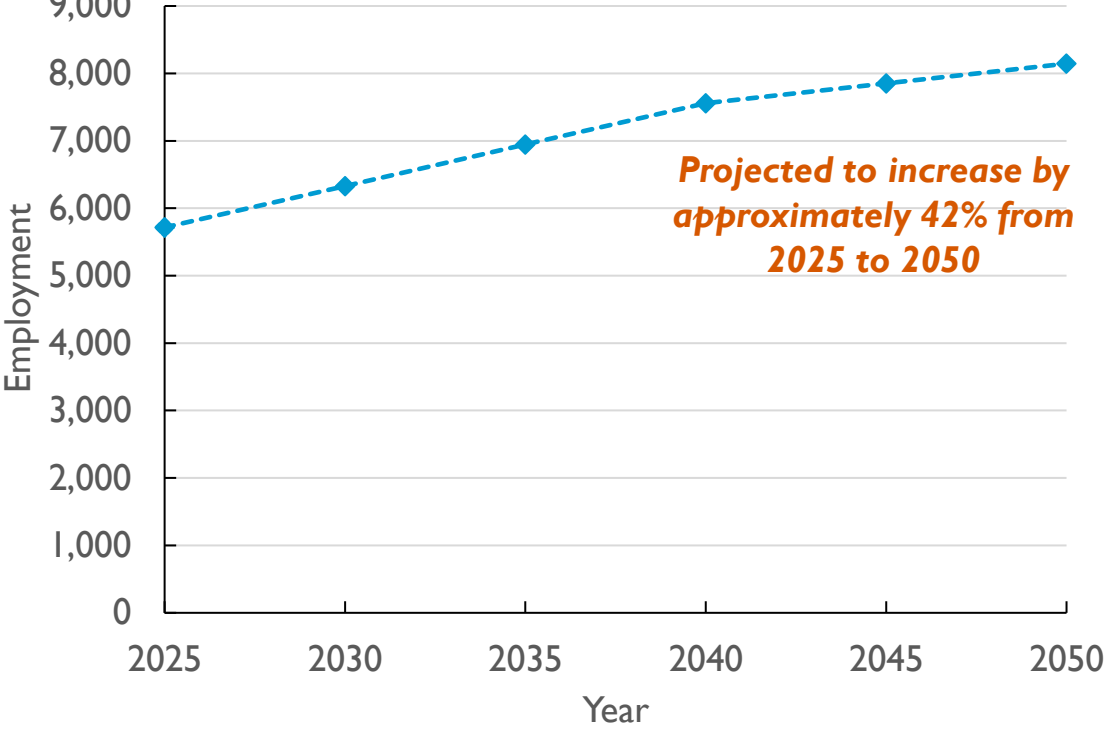


SERVICE AREA DEMOGRAPHICS

Projected Population

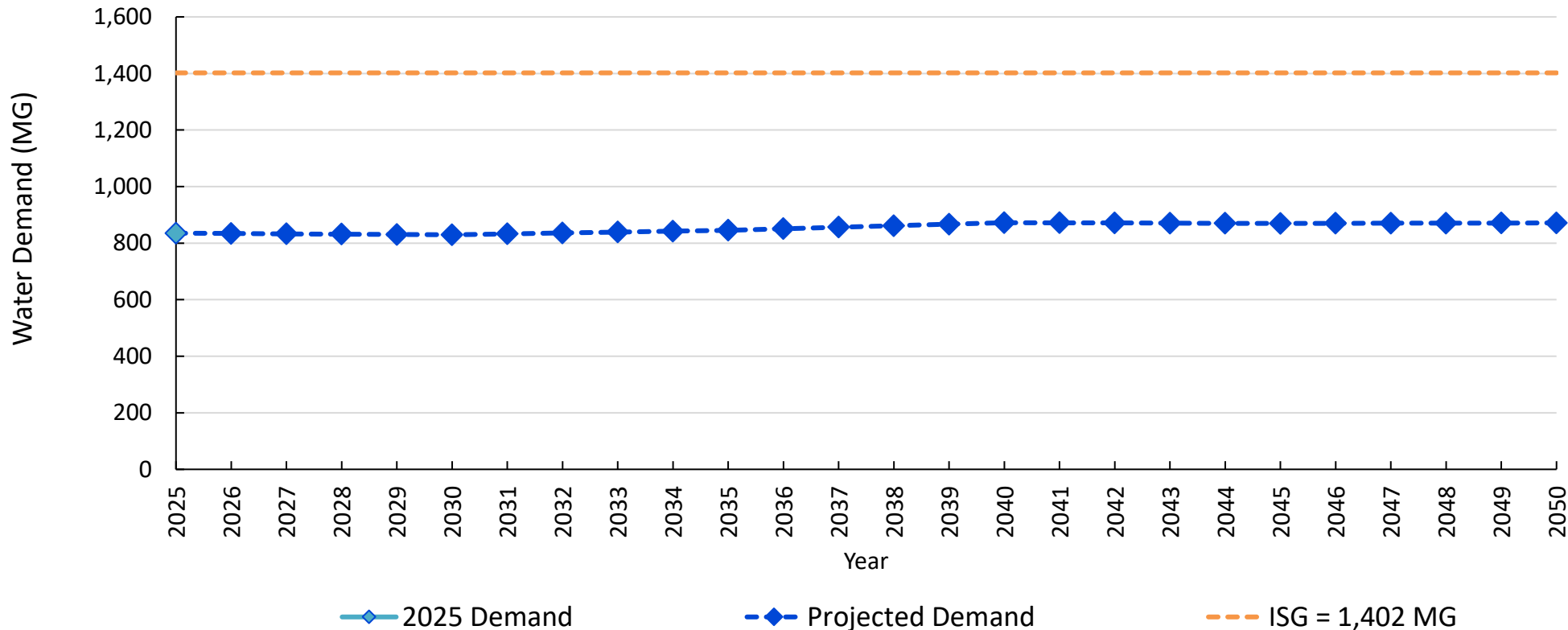


Projected Employment



FUTURE WATER DEMAND ESTIMATES

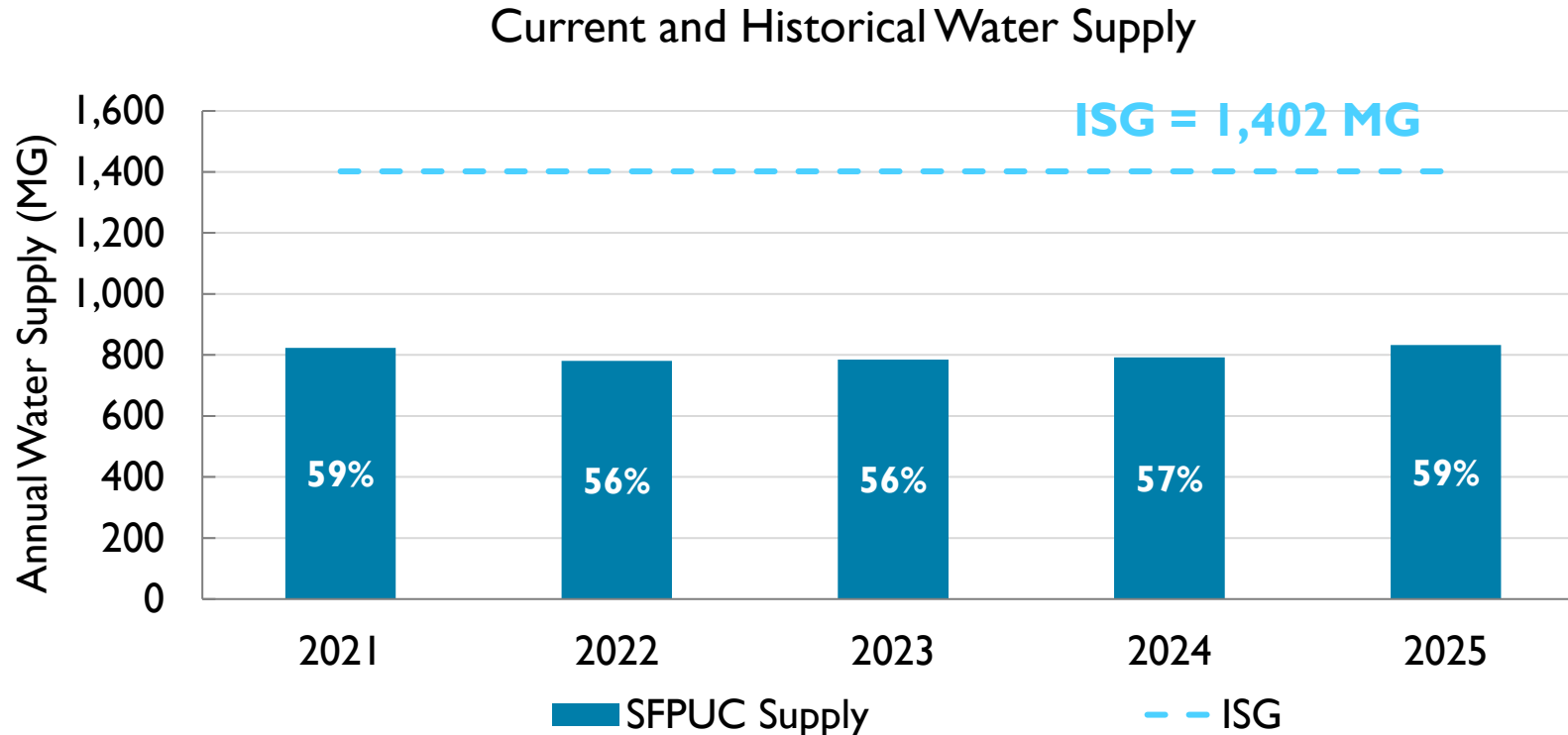
- Projections incorporate future population and employment growth, plus active and passive conservation savings
- Total demands projected to increase 4.3% from 2025 to 2050
- Demands remain well below the District's Individual Supply Guarantee (ISG) of 1,402 MG through 2050



WATER SUPPLY AND RELIABILITY

SFPUC IS SOLE SOURCE OF POTABLE SUPPLY

- NCCWD holds a perpetual Individual Supply Guarantee (ISG) of 3.84 MGD (1,402 MGY) from SFPUC
- District purchases remained well below the ISG, ranging from 56% to 59% of its ISG from 2021 to 2025



BAY-DELTA PLAN IMPACTS ON SFPUC SUPPLY

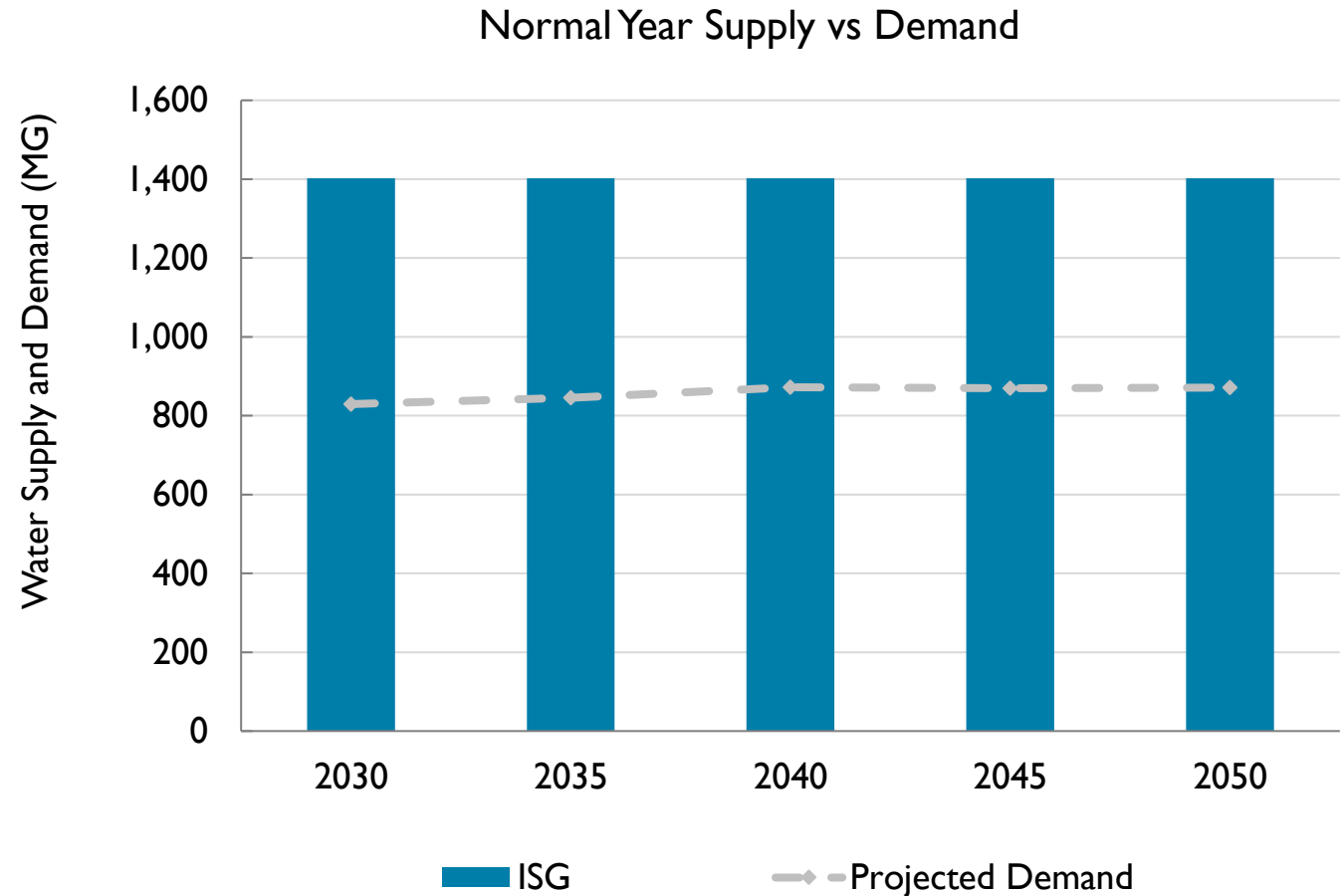
- The Bay-Delta Plan (BDP) Amendment (adopted in 2018) establishes water quality objectives for rivers flowing to SF Bay / Sacramento–San Joaquin Delta
- Unimpaired flow releases would require 40-50% rationing from SFPUC RWS at normal or contract level water demands
- No immediate impact anticipated due to BDP implementation uncertainties
- SFPUC and stakeholders proposed Tuolumne Healthy Rivers & Landscapes (HRL) Program as an alternative to reduce supply impacts and protect the environment
 - No timeline has been provided for when the HRL will be considered for adoption by the State Water Resources Control Board

SFPUC AND BAWSCA PROVIDED WATER SUPPLY RELIABILITY PROJECTIONS

- District is 100% reliant on SFPUC RWS for its potable water supply
- As required by the Water Code, District relied on SFPUC and BAWSCA for water supply reliability information
- SFPUC provided two reliability projection scenarios:
 - **Scenario 1** - Assumes BDP Implemented: SFPUC unable to meet their contractual Level of Service Goals; significant dry-year shortfalls projected
 - **Scenario 2** - No BDP Implementation: SFPUC projected to meet 100% of wholesale customer demand in all normal and dry years
- SFPUC presents both scenarios in their UWMP and uses Scenario 1 in their DWR standardized table submittal
 - BAWSCA agencies mirroring SFPUC approach
- For shortages >20%, BAWSCA assumed **equal percentage cutbacks** across all agencies (no prescribed allocation framework exists)

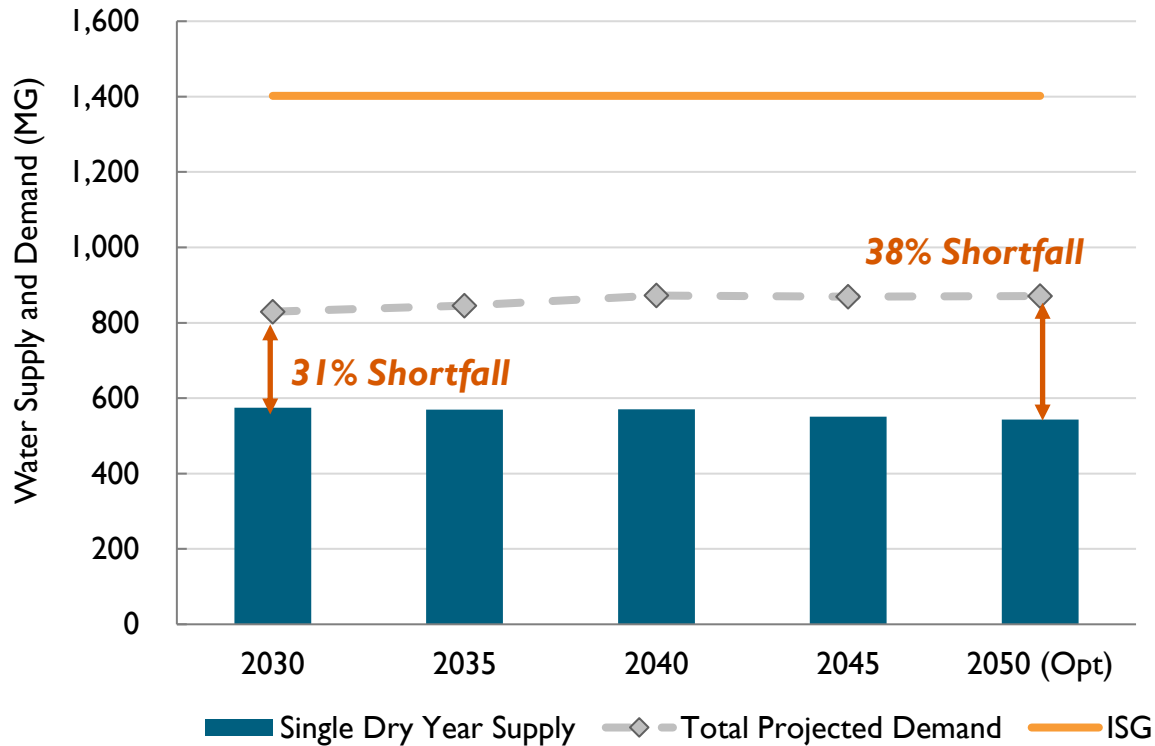
NORMAL YEAR SUPPLY SUFFICIENT TO MEET DEMANDS

- Total available potable supply is projected to exceed the District's projected demands during normal years through 2050
- Recycled water supply is drought-proof and sufficient to meet projected recycled water demands through 2050

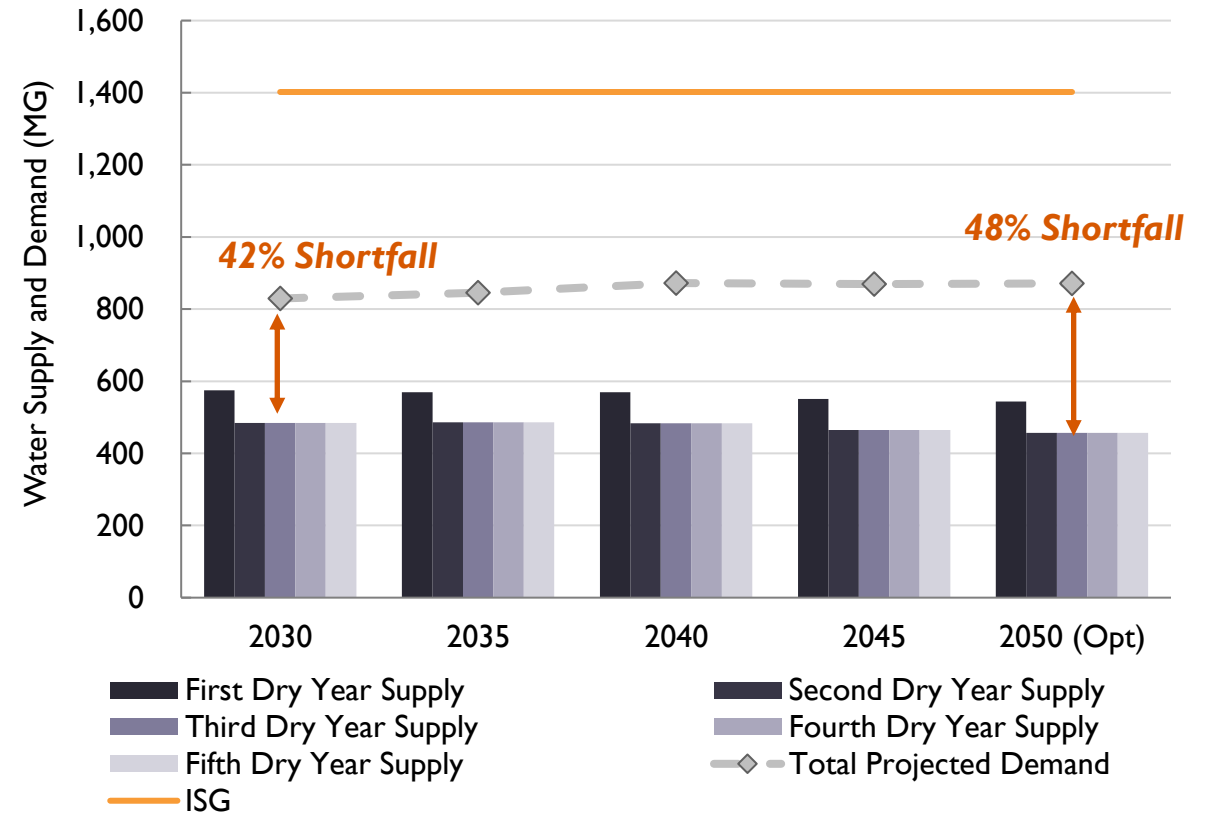


SCENARIO 1: (WITH BDP) SIGNIFICANT SUPPLY SHORTFALLS PROJECTED IN DRY YEARS

Single Dry Year Supply vs. Demand



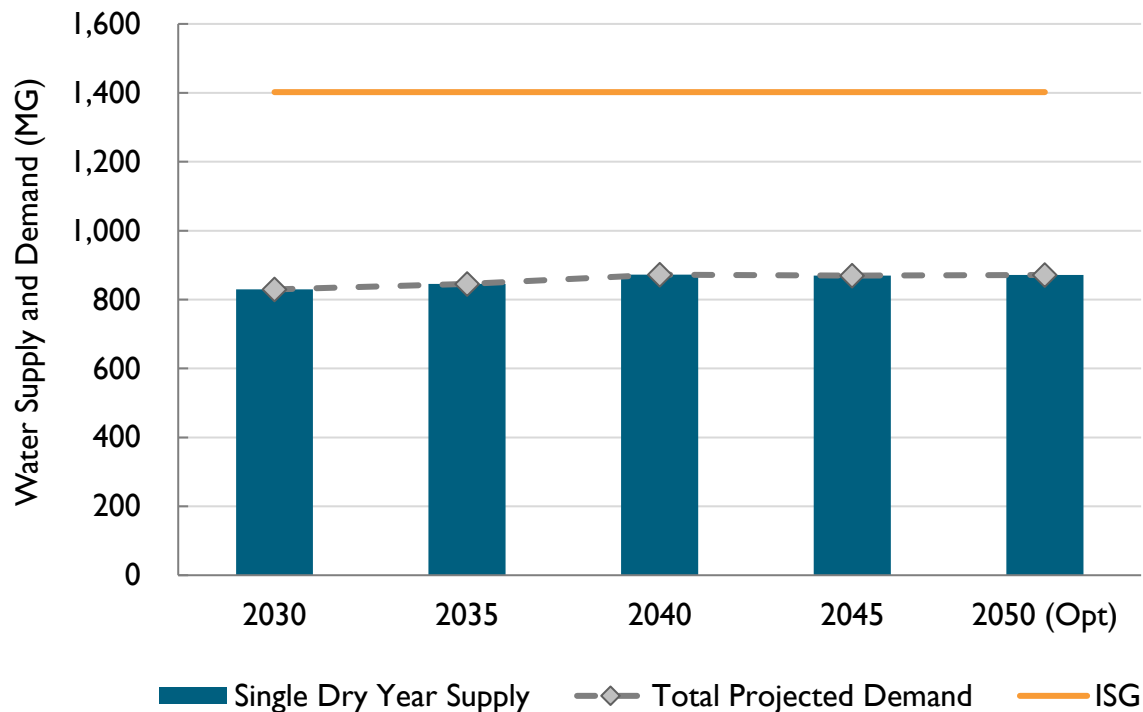
Multiple Dry Year Supply vs. Demand



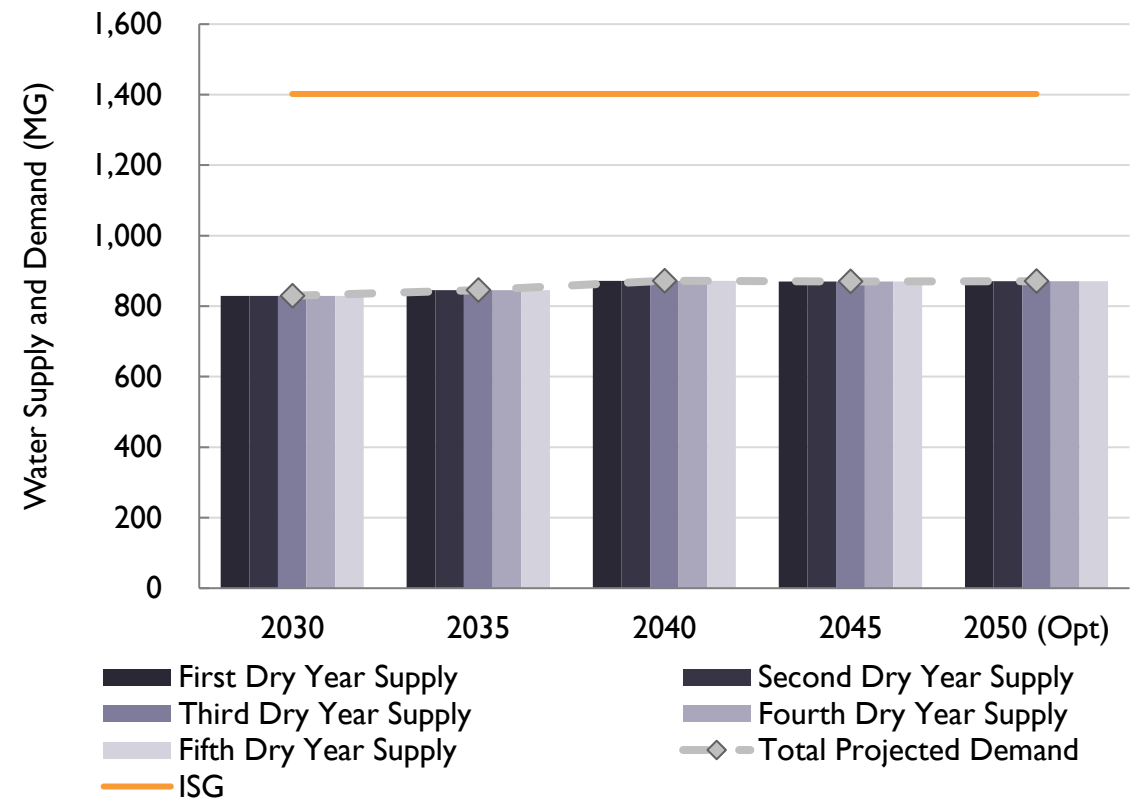
SCENARIO 2 (NO BDP): NO SUPPLY SHORTFALLS PROJECTED IN DRY YEARS

- SFPUC anticipating no shortfalls in any dry year
- Projected SFPUC supply = District potable demands

Single Dry Year Supply vs. Demand



Multiple Dry Year Supply vs. Demand



ADDRESSING PROJECTED SHORTAGES

- SFPUC common language addresses
 - No immediate impact on water supplies because of the inherent challenges in implementing the BDP
 - SFPUC's commitment to no more than 20% shortage
 - Water supply projects included in the Alternative Water Supply Planning Program (AWSP) and BAWSCA's Long-Term Reliable Water Supply Strategy 2050
- District Actions
 - (Through BAWSCA participation) advocate for SFPUC's AWSP and alternative to the BDP
 - Implemented water conservation programs
 - Implementation of its Water Shortage Contingency Plan during dry years

WATER SHORTAGE CONTINGENCY PLAN

WATER SHORTAGE CONTINGENCY PLAN UPDATE

- Board must also adopt Water Shortage Contingency Plan (WSCP)
- 2025 WSCP updates are minor adjustments
 - Updated to align with 2025 UWMP content and baseline water usage
 - Expanded list of public outreach and emergency response actions

WSCP ELEMENTS

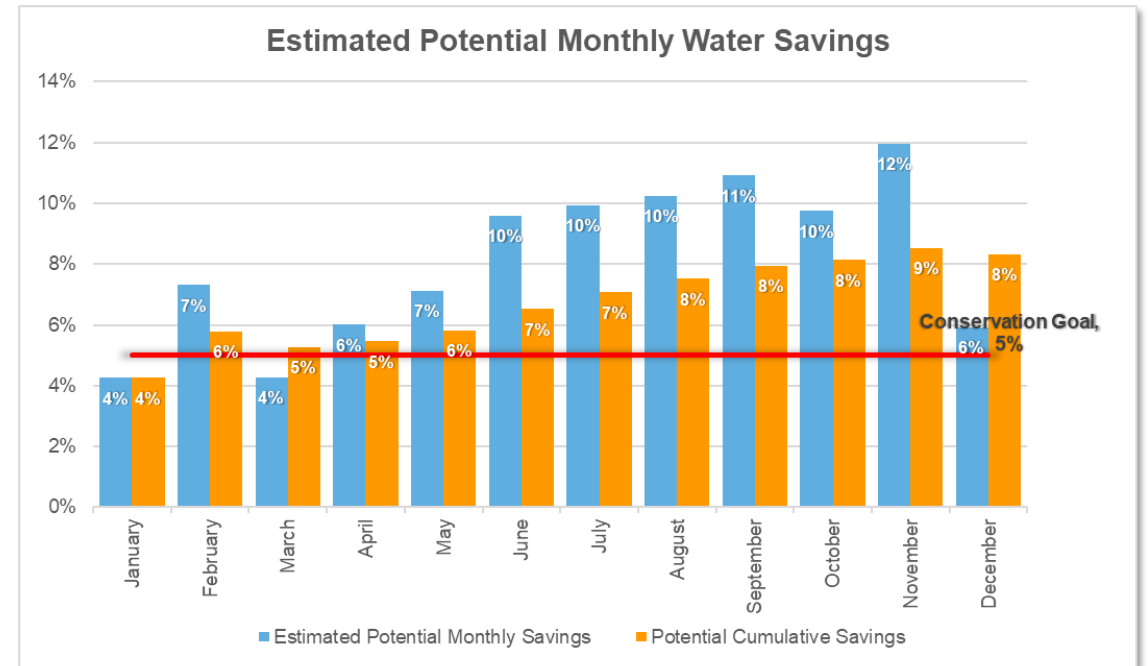
1. Water supply reliability analysis
2. Annual Assessment procedures
3. Six standard shortage stages
4. Shortage response actions
5. Communication protocols
6. Compliance and enforcement
7. Legal authorities
8. Financial consequences
9. Monitoring and reporting
10. WSCP refinement procedures

SIX STANDARD STAGES

2020 Stage	Percent Supply Reduction	Water Supply Condition
1	≤10%	
2	10-20%	<ul style="list-style-type: none"> Declaration by the Board of Directors upon the determination that (1) the SFPUC or another governing authority (e.g., the SWRCB) has required a voluntary or mandatory reduction due to water supply shortages or an emergency, or (2) local conditions impacting the quantity or quality of NCCWD's water supply warrant the need for a reduction in water use. The specific phase to be implemented depends on the severity of the water supply shortages or water emergency.
3	20-30%	
4	30-40%	
5	40-50%	
6	>50%	

BASIS FOR DROUGHT RESPONSE ACTIONS

- Maintain consistency with 2020 WSCP framework and actions
- Prioritize outdoor water use savings
- Focus on a few simple actions to streamline messaging, enforcement, and compliance
- Provide flexibility to customers in meeting savings objectives
- Require account-level water budgets by sector during Stages 3 through 6 to address existing demand hardening constraints



CONCLUSIONS, SCHEDULE, AND NEXT STEPS

KEY TAKE-AWAYS

- The District's customers are becoming more water efficient over time
- Sufficient supplies available during normal non-drought years through 2050
- Uncertainties on dry-year supplies remain:
 - Timeline on BDP implementation
 - Adoption of voluntary agreement (or other agreement)
 - Water supply allocation for shortages greater than 20%
- The District is proactively managing water demands, sustaining its recycled water program, and evaluating alternative sources of supply (e.g., San Pedro Creek)

OPTION TO UPDATE PLAN WITHIN THE NEXT 5 YEARS

- The State requires that UWMPs be updated every 5 years at a minimum
- Agencies have the option to update their plan more frequently if conditions change
- If a UWMP plan is NOT adopted by July 1, 2026, agencies would be ineligible to receive grant funds and state sponsored loans

UWMP AND WSCP PREPARATION SCHEDULE

- Public Hearing and Adoption (June 17, 2026)
- Recommend Board to adopt the 2025 UWMP and WSCP
- Submittal to DWR (by July 1, 2026)
- Public Access
 - Final Draft available on District website and at District headquarters within 30 days of submittal
 - WSCP included as standalone appendix

QUESTIONS

Jonathan Sutter, P.E.
jsutter@ekiconsult.com
(650) 292-9099

ATTACHMENT B

RESOLUTION NO. 1189 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COAST COUNTY WATER DISTRICT ADOPTING THE 2025 WATER SHORTAGE CONTINGENCY PLAN

WHEREAS, Section 10632 of the California Water Code requires the North Coast County Water District (“District”) to prepare and adopt a Water Shortage Contingency Plan, as part of its 2025 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, the Board of Directors, after a notified public hearing, adopted Resolution 1118 on June 16, 2021, approving an updated Water Shortage Contingency Plan, and including it in the 2020 Urban Water Management Plan; and after notified public hearing, the Board adopted Resolution 1119 on June 16, 2021, adopting the 2020 Urban Water Management Plan that included an updated Water Shortage Contingency Plan; and

WHEREAS, the Water Shortage Contingency Plan was revised based on Section 10632(a)(10) of the California Water Code that requires a reevaluation and improvement process to assess the functionality of its Water Shortage Contingency Plan and to make appropriate adjustments as may be warranted; and

WHEREAS, the District coordinated the preparation of the Water Shortage Contingency Plan with other appropriate agencies in the area; notified the County of San Mateo and City of Pacifica that the District will be reviewing the Water Shortage Contingency Plan and considering its adoption at least 60 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.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the North Coast 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 submit a copy of the adopted Water Shortage Contingency Plan, as part of the 2025 Urban Water Management Plan in appendix E, to the Department of Water Resources by July 1, 2026, as required

by Section 10621 of the California Water Code, and to the California State Library, the County of San Mateo, and the City of Pacifica within 30 days of its adoption, as required by Section 10644 of the California Water Code.

PASSED AND ADOPTED this 17th day of June 2026 by the following votes of the North Coast County Water District's Board of Directors:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Board of Directors

Attest:

Secretary of the Board

ATTACHMENT C

RESOLUTION NO. 1190

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COAST COUNTY WATER DISTRICT ADOPTING THE NORTH COAST COUNTY WATER DISTRICT 2025 URBAN WATER MANAGEMENT PLAN

WHEREAS, the Urban Water Management Planning Act (California Water Code § 10610 et seq.) requires urban water suppliers to prepare and adopt an Urban Water Management Plan to, among other things, report, describe, and evaluate water deliveries, water supply sources, efficient water use, and demand management measures; and

WHEREAS, the Urban Water Management Planning Act requires that Urban Water Management Plans are to be prepared every five years by urban water suppliers with 3,000 or more service connections or supplying 3,000 or more acre-feet of water per year; and

WHEREAS, North Coast County Water District (“District”) has prepared its Urban Water Management Plan (“UWMP”), which includes an updated Water Shortage Contingency Plan, as required by the Urban Water Management Planning Act; and

WHEREAS, the impacts of the Bay-Delta Plan Amendment on the SFPUC Regional Water System are described in Chapter 7; and

WHEREAS, the District coordinated the preparation of the UWMP with other appropriate agencies in the area; notified the County of San Mateo and City of Pacifica that the District will be reviewing the UWMP and considering its adoption at least 60 days prior to the public hearing; a copy of the UWMP 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 UWMP; and considered all comments received during the public hearing.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the North Coast County Water District hereby approves and adopts the 2025 Urban Water Management 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 submit a copy of the adopted UWMP to the Department of Water Resources by July 1, 2026, as required by Section 10621 of the California Water Code, and to the California State Library, the County of San Mateo, and the City of Pacifica within 30 days of its adoption, as required by Section 10644 of the California Water Code.

PASSED AND ADOPTED this 17^h day of June 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President Board of Directors
North Coast County Water District

ATTEST:

Secretary of the Board
North Coast County Water District

NORTH COAST COUNTY WATER DISTRICT
Investment Portfolio Summary
May 31, 2026

A. LOCAL AGENCY INVESTMENT FUND

Account Value at Apr 30, 2026	Deposit/Transfer Maturity	Quarterly Interest Earned	Account Value at May 31, 2026	Current Yield	Y-T-D Interest Earned
11,713,148.04	2,500,000.00	-	14,213,148.04	3.810%	251,646.78
11,713,148.04	2,500,000.00	-	14,213,148.04	3.810%	251,646.78
	(b)		(c)		(a)

Note:

(a) L.A.I.F. interest is paid on a quarterly basis.

(b) Transfer fund from general fund account to LAIF account.

(c) The above fund is used to cover the following District's reserve fund policy:

Restricted Reserve Funds:

- Debt Service Reserve	\$ 2,003,190.00
- Compensated Absences	767,899.00
- Retiree COLA Payment	94,000.00
- Storage and Transmission Fees	107,700.00
Total Restricted Reserve Funds:	<u>\$ 2,972,789.00</u>

Designated Reserve Funds:

- Emergency Reserve	\$ 3,816,331.00
- CIP Reserve	-
- Operating Reserve	7,109,028.04
- OPEB Liabilities	315,000.00
Total Designated Reserve Funds:	<u>\$ 11,240,359.04</u>

Total Restricted & Designated Reserve Funds: \$ 14,213,148.04

- Unrestricted Cash	<u>\$ -</u>
Total Investment fund balance:	<u><u>\$ 14,213,148.04</u></u>

North Coast County Water District
REVENUES & EXPENSES SUMMARY
For May 2026

	<u>Current Month</u> <u>May '26</u>	<u>Y-T-D Total</u> <u>Jul '25 - Jun ' 26</u>	<u>FY 2024-25</u> <u>Budget</u>	<u>% of Y-T-D Total</u> <u>to Budget</u>
Operating Revenues:				
Water Consumption Sales	913,094.03	9,288,655.89	10,133,650.00	91.66%
Other Service Charges	421,216.35	4,459,814.54	4,528,280.00	98.49%
Total Operating Revenues	1,334,310.38	13,748,470.43	14,661,930.00	93.77%
Operating Expenses:				
Administration Expenses				
Administration - Directors	9,956.74	102,204.24	117,000.00	87.35%
Administration Employee Development	100.00	4,070.55	32,500.00	12.53%
Administration Operations	67,875.54	899,871.32	1,066,500.00	84.38%
Administration Profession, Fees	78,069.75	596,321.25	750,000.00	79.51%
Administration Salaries & Benefits	219,970.24	2,662,675.00	2,864,000.00	92.97%
Bond-Debt Service	61,879.08	730,016.56	809,325.00	90.2%
Total Administration Expenses	437,851.35	4,995,158.92	5,639,325.00	88.58%
Distribution Expenses				
Distribution - Operations	21,584.30	211,540.78	409,000.00	51.72%
Distribution Salaries & Benefits	201,658.56	1,690,885.08	1,833,500.00	92.22%
Total Distribution Expenses	223,242.86	1,902,425.86	2,242,500.00	84.84%
Plant Expenses				
Plant Operations	672,119.46	7,455,801.85	7,002,500.00	106.47%
Plant Salaries & Benefits	38,299.87	314,677.62	381,000.00	82.59%
Total Plant Expenses	710,419.33	7,770,479.47	7,383,500.00	105.24%
Total Administrative, Distribution & Plant Expenses	1,371,513.54	14,668,064.25	15,265,325.00	96.09%
Total Operating Expenses	1,371,513.54	14,668,064.25	15,265,325.00	96.09%
Net Operation Income (Loss):	(37,203.16)	(919,593.82)	(603,395.00)	
Non-Operating Revenues	98,500.87	8,697,004.84	2,520,000.00	345.12%
Net Income (Loss)	61,297.71	7,777,411.02	1,916,605.00	405.79%

**North Coast County Water District
Revenues & Expenses Report
For May 2026**

	<u>Current Month May '26</u>	<u>Y-T-D Total Jul '25 - Jun '26</u>	<u>FY 2025-26 Budget</u>	<u>% of Y-T-D Total to Budget</u>
Ordinary Revenues/Expenses				
Operating Revenues				
4110 · Residential Water Sales	527,363.68	5,918,446.89	6,695,000.00	88.4%
4110001 · Residential Service Charges	355,856.21	3,859,902.81	4,041,720.00	95.5%
4120 · Commercial Water Sales	79,436.14	852,390.26	890,950.00	95.67%
4120001 · Commercial Service Charges	14,478.06	147,333.75	156,000.00	94.45%
4140 · Multi-Unit Water Sales	212,624.29	1,494,249.49	1,400,000.00	106.73%
4140001 · Multi-Unit Service Charges	24,301.03	172,834.23	170,000.00	101.67%
4170 · Other Public, Portables, etc.	52,241.58	517,221.34	570,000.00	90.74%
4170001 · Other Public Service Charges	7,461.99	84,598.15	70,000.00	120.86%
4180 · Irrigation	14,939.10	275,343.28	224,700.00	122.54%
4180001 · Irrigation Service Charges	6,955.92	52,020.77	53,560.00	97.13%
4185 · Recycled Water Sales	22,253.95	168,081.65	120,000.00	140.07%
4185001 · Recycled Water Service Charges	2,705.53	16,075.56	16,000.00	100.47%
4210 · Fire Standbys (Fire Protection)	4,235.29	62,922.98	63,000.00	99.88%
4230 · Water Connections	102.20	16,262.29	25,000.00	65.05%
4240 · Renewal of Service Fees	1,512.00	18,044.00	21,000.00	85.92%
4260 · Late Fee Charges	(10.00)	30,828.00	70,000.00	44.04%
4870 · Miscellaneous Income	7,853.41	61,914.98	75,000.00	82.55%
Total Operating Revenues	1,334,310.38	13,748,470.43	14,661,930.00	93.77%
Expenses				
130 · Administration Expenses				
Administration - Directors				
5645130 · Directors Health Insurance	7,280.07	84,895.44	92,000.00	92.28%
5940130 · Directors Fees	1,600.00	13,100.00	17,000.00	77.06%
5941130 · Directors' Election Fee	-	-	-	0.0%
5942130 · Directors Convention & Travel	1,076.67	4,208.80	8,000.00	52.61%
Total Administration - Directors	9,956.74	102,204.24	117,000.00	87.35%
Administration Employee Development				
5625130 · Meetings & Conferences	-	-	2,500.00	0.0%
5635130 · Staff Training	100.00	4,070.55	30,000.00	13.57%
Total Administration Employee Development	100.00	4,070.55	32,500.00	12.53%
Administration Operations				
5514130 · Credit Card Fees	18,943.32	210,913.21	200,000.00	105.46%
5522130 · Bad Debt Write Off	-	-	20,000.00	0.0%
5620130 · Advertising	-	770.03	8,500.00	9.06%
5621130 · Printing & Office Supplies	422.41	11,630.12	15,000.00	77.53%
5622130 · Utilities - District Office	140.60	31,093.29	20,000.00	155.47%
5623130 · Office Telephone and Internet	1,528.07	16,995.65	15,000.00	113.3%
5624130 · Janitor & Gardener	2,805.00	26,724.61	35,000.00	76.36%

**North Coast County Water District
Revenues & Expenses Report
For May 2026**

	<u>Current Month May '26</u>	<u>Y-T-D Total Jul '25 - Jun '26</u>	<u>FY 2025-26 Budget</u>	<u>% of Y-T-D Total to Budget</u>
5626130 · Dues & Memberships	-	58,271.72	60,000.00	97.12%
5626130A · BAWSCA Dues	-	106,038.00	106,500.00	99.57%
5627130 · Postage	18,137.54	52,564.66	48,000.00	109.51%
5628130 · General Manager Expenses	921.35	3,826.21	5,000.00	76.52%
5630130 · Insurance	14,852.69	137,629.50	165,000.00	83.41%
5631130 · Office Bldg. Maintenance & Repairs	-	26,224.29	60,000.00	43.71%
5637130 · Billing Software Support	4,992.86	116,477.81	140,000.00	83.2%
5650130 · Office Equip. Purchase & Maintenance	2,650.12	34,752.07	30,000.00	115.84%
5655130 · Office Equip. Lease & Maintenance	1,263.14	8,534.88	15,000.00	56.9%
5661130 · Uniforms & Safety Equipment	-	369.80	3,000.00	12.33%
5685130 · Water Ed/Community Services	-	15,784.32	15,000.00	105.23%
5687130 · Water Conservation	-	19,576.70	35,000.00	55.93%
5720130 · Taxes & Assessments	-	3,541.36	3,000.00	118.05%
5725130 · Rebate Programs	400.00	5,837.13	48,500.00	12.04%
5730130 · Miscellaneous Expenses	549.09	7,988.61	6,000.00	133.14%
5732130 · License & Certificates	155.00	536.00	2,000.00	26.8%
5733130 · Meals	88.35	1,042.54	3,500.00	29.79%
5734130 · Travel & Lodging	26.00	213.00	5,000.00	4.26%
5735130 · Employee Rec. Dinner Awards	-	2,535.81	2,500.00	101.43%
Total Administration Operations	<u>67,875.54</u>	<u>899,871.32</u>	<u>1,066,500.00</u>	<u>84.38%</u>
Administration Profession, Fees				
5680130 · Engineering	18,931.50	151,189.00	175,000.00	86.39%
5681130 · Legal Fees	12,379.00	121,962.00	120,000.00	101.64%
5682130 · Auditing & Accounting Fees	-	20,850.00	30,000.00	69.5%
5683130 · Misc. Professional Fees	46,759.25	302,320.25	425,000.00	71.13%
Total Administration Profession, Fees	<u>78,069.75</u>	<u>596,321.25</u>	<u>750,000.00</u>	<u>79.51%</u>
Administration Salaries & Benefits				
5111130 · Regular Salary	136,669.41	1,054,432.20	1,170,000.00	90.12%
5112130 · Overtime	319.68	10,971.27	10,000.00	109.71%
5640130 · Payroll Taxes	10,603.18	73,798.63	80,000.00	92.25%
5641130 · Workers Compensation	-	46,906.99	45,000.00	104.24%
5642130 · Health Insurance	22,795.94	271,610.64	300,000.00	90.54%
5642130A · Retiree's Health Insurance	4,186.49	300,054.40	315,000.00	95.26%
5643130 · CalPERS Retirement	38,550.19	804,180.89	815,000.00	98.67%
5644130 · Retiree COLA Benefit	5,093.30	82,408.78	94,000.00	87.67%
5646130 · Life Insurance	1,692.05	17,651.20	30,000.00	58.84%
5647130 · Employee Welfare	60.00	660.00	5,000.00	13.2%
Total Administration Salaries & Benefits	<u>219,970.24</u>	<u>2,662,675.00</u>	<u>2,864,000.00</u>	<u>92.97%</u>
5800130 · Bond-Debt Service	61,879.08	730,016.56	809,325.00	90.2%
Total 130 · Administration Expenses	<u>437,851.35</u>	<u>4,995,158.92</u>	<u>5,639,325.00</u>	<u>88.58%</u>

**North Coast County Water District
Revenues & Expenses Report
For May 2026**

	<u>Current Month May '26</u>	<u>Y-T-D Total Jul '25 - Jun '26</u>	<u>FY 2025-26 Budget</u>	<u>% of Y-T-D Total to Budget</u>
120 · Distribution Expenses				
Distribution - Operations				
5230120 · Utilities	-	61,940.98	65,000.00	95.29%
5314120 · Other Services - Misc.	4,260.00	8,929.40	50,000.00	17.86%
5315120 · Contract Services	-	1,328.25	10,000.00	13.28%
5350120 · Tools & Equipment	66.45	2,612.14	15,000.00	17.41%
5412120 · Operating Supplies	10.31	1,568.76	4,000.00	39.22%
5420120 · Inventory	5,405.37	78,833.61	135,000.00	58.4%
5623120 · Telephone	1,708.69	15,347.95	15,000.00	102.32%
5661120 · Uniforms & Safety Equipment	502.12	4,376.11	12,000.00	36.47%
5670120 · Distribution Repairs & Maintenance	9,253.37	23,478.00	75,000.00	31.3%
5730120 · Misc. Supplies/Expenses	267.01	12,950.52	20,000.00	64.75%
5750120 · Recycled Water Operations	110.98	175.06	8,000.00	2.19%
Total Distribution - Operations	<u>21,584.30</u>	<u>211,540.78</u>	<u>409,000.00</u>	<u>51.72%</u>
Distribution Salaries & Benefits				
5111120 · Regular Salary	155,144.28	1,238,131.12	1,340,000.00	92.4%
5112120 · Overtime	1,791.93	33,802.80	40,000.00	84.51%
5113120 · Duty	10,203.12	80,963.80	100,000.00	80.96%
5640120 · Payroll Taxes	12,789.58	92,559.26	93,500.00	98.99%
5642120 · Health Insurance	21,729.65	245,428.10	260,000.00	94.4%
Total Distribution Salaries & Benefits	<u>201,658.56</u>	<u>1,690,885.08</u>	<u>1,833,500.00</u>	<u>92.22%</u>
Total 120 · Distribution Expenses	<u>223,242.86</u>	<u>1,902,425.86</u>	<u>2,242,500.00</u>	<u>84.84%</u>
110 · Plant Expenses				
Plant Operations				
5130110 · Water Purchases - SFPUC	656,174.79	6,864,394.83	6,348,500.00	108.13%
5230110 · Utilities	589.99	278,455.51	350,000.00	79.56%
5312110 · Lab	2,816.50	41,174.98	45,000.00	91.5%
5314110 · Regulatory Fees	-	149,814.92	135,000.00	110.97%
5350110 · Tools & Equipment	548.32	4,025.87	6,000.00	67.1%
5412110 · Operating Supplies	-	1,024.48	2,000.00	51.22%
5623110 · Telephone	108.39	2,275.34	2,500.00	91.01%
5629110 · Vehicle Maintenance	4,067.83	27,652.53	30,000.00	92.18%
5632110 · Fuel	7,545.65	62,216.79	55,000.00	113.12%
5661110 · Uniforms & Safety Equipment	-	2,115.36	3,500.00	60.44%
5670110 · Plant Repair & Maintenance	267.99	22,651.24	25,000.00	90.61%
Total Plant Operations	<u>672,119.46</u>	<u>7,455,801.85</u>	<u>7,002,500.00</u>	<u>106.47%</u>

**North Coast County Water District
Revenues & Expenses Report
For May 2026**

	<u>Current Month May '26</u>	<u>Y-T-D Total Jul '25 - Jun ' 26</u>	<u>FY 2025-26 Budget</u>	<u>% of Y-T-D Total to Budget</u>
Plant Salaries & Benefits				
5111110 · Regular Salary	33,047.07	263,353.05	295,000.00	89.27%
5112110 · Overtime	-	548.74	2,000.00	27.44%
5640110 · Payroll taxes	2,528.10	19,037.68	20,000.00	95.19%
5642110 · Health Insurance	2,724.70	31,738.15	64,000.00	49.59%
Total Plant Salaries & Benefits	<u>38,299.87</u>	<u>314,677.62</u>	<u>381,000.00</u>	<u>82.59%</u>
Total 110 · Plant Expenses	<u>710,419.33</u>	<u>7,770,479.47</u>	<u>7,383,500.00</u>	<u>105.24%</u>
Total Administrative, Distribution & Plant Expenses	<u>1,371,513.54</u>	<u>14,668,064.25</u>	<u>15,265,325.00</u>	<u>96.09%</u>
Total Operating Expense	<u>1,371,513.54</u>	<u>14,668,064.25</u>	<u>15,265,325.00</u>	<u>96.09%</u>
Net Operating Income (Loss)	<u>(37,203.16)</u>	<u>(919,593.82)</u>	<u>(603,395.00)</u>	
Non-Operating Revenues/(Expenses)				
4910 · Revenue from Leases of Property	21,776.92	298,404.02	260,000.00	114.77%
4920 · Interest Revenues	7,004.53	678,530.06	800,000.00	84.82%
4930 · Taxes and Assessments	4,932.42	1,377,298.64	1,385,000.00	99.44%
4950 · Grant Revenue	-	6,086,762.10	-	
4977 · Gain on Sale of Assets	48,852.00	148,310.02	-	
4980 · Transmission & Storage	15,935.00	107,700.00	75,000.00	143.6%
5910 · Interest Expense	-	-	-	
Total Non-Operating Revenues	<u>98,500.87</u>	<u>8,697,004.84</u>	<u>2,520,000.00</u>	<u>345.12%</u>
Net Income (Loss)	<u>61,297.71</u>	<u>7,777,411.02</u>	<u>1,916,605.00</u>	<u>405.79%</u>

**NORTH COAST COUNTY WATER DISTRICT
Wilmington Trust Fund Summary
May 31, 2026**

A. 2021 WATER SYSTEM FINANCING PROJECT FUND

Asset Name	Opening Balance at Apr 30, 2026	Distribution/Transfer	Current Month Dividend	Closing Balance at May 31, 2026	Current Yield	Y-T-D Dividend
Blackrock Liquidity Municipal Fund	563,968.03	-	1,324.45	565,292.48	3.370%	4,770.94
Total	563,968.03	-	1,324.45	565,292.48	3.370%	4,770.94

Principal Asset & Sub Asset Allocation

Asset Class	Total Market Value (%)	Closing Market Value	Cost	Unrealized Gain/Loss	Accrued Income	Market Value w/ Accrued Income
Cash & Equivalents						
Taxable	0.43%	\$2,437.83	\$2,437.83	-	-	\$2,437.83
Tax-Exempt	99.57	562,854.65	562,854.65	-	923.44	563,778.09
Total Cash & Equivalents	100.00%	\$565,292.48	\$565,292.48	-	\$923.44	\$566,215.92
TOTAL PRINCIPAL ASSETS	100.00%	\$565,292.48	\$565,292.48	-	\$923.44	\$566,215.92

Income Asset & Sub Asset Allocation

Asset Class	Total Market Value (%)	Closing Market Value	Cost	Unrealized Gain/Loss	Accrued Income	Market Value w/ Accrued Income
No investments held at this time						
TOTAL ASSETS	100%	\$565,292.48	\$565,292.48	-	\$923.44	\$566,215.92

Transaction Activity Detail

Trade Date Settlement Date	Transaction Type	Transaction Description	Quantity	Price	Principal Cash	Income Cash
OPENING BALANCE					\$1,113.38	-
05/01/2026	Dividends	CASH RECEIPT OF DIVIDEND EARNED ON BLCKRCK LIQ FD MUNICSH-INST UNITS DUE 2026-04-30	-	-	-	\$1,324.45
05/04/2026	Other Receipts	CASH RECEIPT MISCELLANEOUS TRANSFER FROM ACCT:	-	-	1,324.45	-
05/04/2026	Cash Disbursements	CASH DISBURSEMENT MISCELLANEOUS TRANSFER TO ACCT:	-	-	-	-1,324.45
CLOSING BALANCE					\$2,437.83	-

1506

North Coast County Water District
 Minutes of the Regular Board of Directors Meeting
 May 20, 2026 at 7:00 P.M.
 North Coast County Water District
 Multipurpose Room
 2400 Francisco Blvd.
 Pacifica, CA 94044

1) CALL TO ORDER

President Hauser called Board Meeting to order at 7:00 p.m.

2) ROLL CALL

Present at Roll Call were President William Hauser, Vice President Anne DeJarnatt, Director Joshua Cosgrove, Director Ron Ash, Director John Vallero, General Manager Adrienne Carr, Assistant General Manager Scott Dalton, Administrative Services Manager Stephanie Dalton, Attorney Patrick Miyaki, and District Engineer Jonathan Sutter.

BAWSCA Board member Thomas Piccolotti arrived after roll call.

3) PLEDGE OF ALLEGIANCE

Led by Director Ash.

4) PUBLIC COMMENT

City of Pacifica City Manager Sean Charpentier introduced himself to the Board of Directors and all in attendance, stating that he had recently started his position as the new City Manager and was pleased to attend a water district meeting.

5) APPROVAL OF ORDER OF AGENDA

ON MOTION by Director Cosgrove, seconded by Vice President DeJarnatt, the Board voted unanimously to approve the order of agenda as presented. Motion passed 5-0.

6) SPECIAL ORDER OF BUSINESS

A. Water Awareness Month Poster Contest Awards

President Hauser welcomed the students, teachers and parents in attendance for the awards ceremony, and thanked everyone for their participation in the contest. Directors and Staff presented awards during the slideshow of the winning posters. The 1st, 2nd, and 3rd place winners in each division are as follows:

Kindergarten – 1st Grade Division:

3rd Place: Jadon Arbunich
 Grade: Kindergarten
 School: Vallemar School

2nd Place: Juniper Venable
 Grade: 1st Grade
 School: Vallemar School

1st Place: Penelope Romero
 Grade: 1st Grade
 School: Vallemar School

2nd-3rd Grade Division

3rd Place: Brenna Browatzki
 Grade: 2nd Grade, School: Vallemar

2nd & 3rd Grade Division (Continued):

2nd Place: Penny Caminiti
Grade: 3rd Grade
School: Vallemar

1st Place: Hannah Dietzel
Grade: 2nd Grade
School: Vallemar School

4th & 5th Grade Division:

3rd Place: Corinna Chui
Grade: 4th Grade
School: Sunset Ridge/Ocean Shore

2nd Place: Kai Ramos
Grade: 5th Grade
School: Good Shepherd

1st Place: Esther Bond
Grade: 4th Grade
School: Vallemar School

6th-12th Grade Division

3rd Place: Lucia Efstratis
Grade: 7th
School: Good Shepherd

2nd Place: Rachel Hamar
Grade: 7th
School: Good Shepherd

1st Place: Skylar Almares
Grade: 6th
School: Good Shepherd

President Hauser called a brief recess, and the Board reconvened at 7:27 p.m.

B. Public Hearing and Annual Report on District Vacancies, Recruitment, and Retention in Compliance with AB 2561

General Manager Carr introduced the item and stated that the District is mandated by AB 2561 to ensure sufficient staffing for reliable and efficient public services and must report the status of vacancies and recruitment efforts once per year. She summarized the staff report and explained that the District currently has no vacancies.

Open Public Hearing

President Hauser opened the public hearing, at which time the General Manager confirmed there were no attendees online nor in the room.

Public Comments

Staff confirmed that no comments were submitted prior to the public hearing. There were no public comments made at this time.

Close Public Hearing

President Hauser closed the Public Hearing at 7:32 p.m.

Board Comments

None.

7) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

BAWSCA Board Member Piccolotti provided a summary of the upcoming BAWSCA Board of Directors meeting. This report was provided after Item #11.D.

8) BOARD COMMUNICATIONS

None.

9) CONSENT CALENDAR

- A. Overview of District Investments
- B. Statement for 2021 Water System Financing Project Fund
- C. Financial Statements for March 2026
- D. Minutes of the April 15, 2026 Regular Meeting of the Board
- E. Report on Sale of District Property
- F. April 2026 Leak Report
- G. April 2026 Water Quality Report
- H. April 2026 Legislative Update
- I. April 2026 Hydrological Report

ON MOTION by Director Cosgrove, seconded by Vice President DeJarnatt, the Board voted unanimously to approve the Consent Calendar as presented. Motion passed 5-0.

10) GENERAL MANAGER'S REPORT

A. New Business

1. Review Draft Water Rate Study, Set July 15, 2026 for a Public Hearing for a Proposed Increase to the Water Rates and Charges, and Authorize the General Manager to Mail out the Notice of Public Hearing

General Manager Carr introduced Gabe Sasser of HF&H Consultants, who presented on the District's Draft Water Rate Cost-of-Service Study. Mr. Sasser provided an overview of the proposed 3-year rate schedule, with revenue increases of 7% in FY 26-27, followed by 6% increases in the following two years. Mr. Sasser discussed the proposed realignment of tiers from four to three to better reflect current single-family residential customer consumption patterns and cost of service. The proposed residential water rate structure consists of three tiers: Tier 1 for usage from 0 to 9 CCF, Tier 2 for usage from 10 to 12 CCF, and Tier 3 for all usage over 12 CCF. The District's fixed service charge revenues are proposed to decrease by 16.6%, which includes reducing the standard 5/8-inch bi-monthly Supply and Distribution Charge from \$60.18 to \$51.98 in year one (a 13.6% decrease). He noted that the rate design shifted revenues from fixed service charges to volumetric charges to improve affordability. Mr. Sasser presented a graph from the Cost-of-Service Study comparing the District's average water bill with those of neighboring agencies, illustrating that the District's average water bill, with the proposed adjustment, will still be among the lowest in the region. The Board was asked to set a public hearing for July 15, 2026, and to authorize mailing Proposition 218 notices to property owners by May 28, 2026.

General Manager Carr, Mr. Sasser, and Attorney Miyaki responded to questions from the Board.

ON MOTION by Vice President DeJarnatt, seconded by President Hauser, the Board Set July 15, 2026 for a Public Hearing for a Proposed Increase to the Water Rates and Charges, and Authorized the General Manager to Mail out the Notice of Public Hearing

2. Approval of Resolution No. 1188 of the North Coast County Water District Calling for an Election to be Held on Tuesday, November 3, 2026 for the Election of Three (3) Members of the Governing Board Representing Zones A, B, and E

General Manager Carr summarized the Staff Report, recommending that the Board adopt Resolution No. 1188, which calls for an election on November 3, 2026, for three members representing Zones A, B, and E. The Board discussed the candidate statement length and whether the District or the candidates should fund those statements. The Board decided to continue with previous election procedures, and the candidate would limit their statement to 200 words, with the statement paid for by the candidate.

ON MOTION by Vice President DeJarnatt, seconded by President Hauser, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 1188 of the North Coast County Water District Calling for an Election to be Held on Tuesday, November 3, 2026 for the Election of Three (3) Members of the Governing Board Representing Zones A, B, and E – which included the statement length of 200 words and to be paid for by the candidate:

Director Ash Aye
 Director Cosgrove Aye
 Director Vallero Aye
 Vice President DeJarnatt Aye
 President Hauser Aye

3. Approval of Claims Dated May 20, 2026

General Manager Carr responded to questions from the Board.

ON MOTION by Vice President DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to approve the Claims List dated May 20, 2026, in the amount of \$900,696.63

Motion passed 5-0.

4. San Mateo County Local Agency Formation Commission (LAFCo) – Election of Regular Special District Member for a Term Ending May 2030

General Manager Carr presented a ballot from the San Mateo County Local Agency Formation Commission (LAFCo) for the District's consideration for the election of the next Regular Special District Member for a term ending in May 2030. Two candidate statements were provided. Board discussion occurred. President Hauser will vote on behalf of the District prior to the deadline.

5. District Headquarters Upgrade Project Update

General Manager Carr shared photos of the customer service counter reconfiguration and confirmed that the work is complete. Additional updates were provided on the generator, fencing, and solar. A ceremony for the Recycled Water Fill station was discussed for when it opens later this year.

6. District Engineer's Report

District Engineer Sutter reported on the status of the Advanced Metering Infrastructure (AMI) Project.

District Engineer Sutter provided an update and presentation on the 2025 Urban Water Management Plan (UWMP), including an overview and highlights. The full plan will be presented for adoption at the public hearing scheduled for June 17, 2026.

7. General Manager’s Update

General Manager Carr discussed the District’s progress on updating the 2026 Multijurisdictional Local Hazard Mitigation Plan (LHMP), a partnership with San Mateo County to reduce risks from natural hazards.

General Manager Carr thanked everyone who participated in the Pacific Beach Coalition Earth Day of Action on April 18, 2026, and stated that the community enjoyed the District’s informational booth and water trivia.

B. Continued Business

1. Capital Improvement Program and Bond Projects

There was no discussion.

11) COMMITTEE AND/OR DIRECTORS’ REPORTS ON MEETINGS ATTENDED

A. City of Pacifica Planning Commission Meeting

President Hauser provided a brief summary of the meetings attended.

B. City of Pacifica City Council Meeting

Vice President DeJarnatt provided highlights from the City Council meetings attended.

C. Association of California Water Agencies Spring Conference

Vice President DeJarnatt provided a report on the ACWA Spring Conference and provided updates from the ACWA JPIA meeting.

D. Personnel Committee Meeting

Director Ash discussed highlights from the meeting.

12) DIRECTORS’ COMMENTS AND/OR AGENDA REQUESTS

None.

13) CORRESPONDENCE

None.

14) PUBLIC COMMENT

None.

15) ADJOURNMENT

President Hauser adjourned the meeting at 9:02 p.m.

Respectfully submitted,

Approved:

General Manager Adrienne Carr

William Hauser, President

NORTH COAST COUNTY WATER DISTRICT

Monthly Leak Report

May 2026

#	Location	Date/Time	Response Time ^(a)	Repair Time ^(b)	Water Loss (gallons)	People Affected	How People Notified	Contractors	Total Staff + Work-hours***	Leak Description	Reimbursable	Piping Materials
1	200 Block of Milagra	5/2/2026 2:00PM - 3:00PM	5 minutes	1 Hour	Approximately 50,000 Gallons	None	Website	No	2 Workers @ 1 RT Hrs = 2 RT Hrs 1 Worker @ 1 OT Hr = 1 OT Hr	Hydrant Hit	No	1 - 6" Hydrant Riser
2	End of Belfast	5/20/2026 10:00AM - 3:00PM	20 minutes	5 Hours	Approximately 60,000 Gallons	8 Homes	Doorknocking	No	5 Workers @ 5 RT Hrs = 25 RT Hrs	Hole in DIP	No	1 - 6" x 15" full circle clamp
3	Intersection of Hickey Blvd & Inverness	5/21/2026 9:00AM - 2:00PM	Planned	5 Hours	Approximately 12,000 Gallons	None	N/A	No	5 Workers @ 5 RT Hrs = 25 RT Hrs	Copper Leak	No	None

Footnotes:

- (a) Describes the time between when the leak was first reported to the District until the time staff arrived on the scene and started throttling down the leak.
- (b) Estimated time for the duration is measured from the time the District receives the leak report to the time it takes staff to stop the leak. Additional effort is required to complete backfill, site clean-up, complete paveworks/concrete restoration, and/or demobilization, etc.

Monthly Fluoride Monitoring* - May 2026

<u>Date of Sample</u>	<u>Location of Sample</u>	<u>Fluoride level mg/L</u>	<u>Monitored By</u>
05/04 – 05/10/26	HTWTP/ SF Jail	0.78	SFPUC
05/08/26	5066 Palmetto Ave.	0.66	NCCWD
05/08/26	Main Pump Station	0.67	NCCWD
05/08/26	332 San Pedro Ave.	0.65	NCCWD
05/08/26	730 St. Lawrence Ct.	0.65	NCCWD
05/11 – 05/17/26	HTWTP/ SF Jail	0.70	SFPUC
05/14/26	5066 Palmetto Ave.	0.67	NCCWD
05/14/26	Main Pump Station	0.67	NCCWD
05/14/26	332 San Pedro Ave.	0.64	NCCWD
05/14/26	730 St. Lawrence Ct.	0.65	NCCWD
05/18 – 05/24/26	HTWTP/ SF Jail	0.64	SFPUC
05/22/26	5066 Palmetto Ave.	0.60	NCCWD
05/22/26	Main Pump Station	0.61	NCCWD
05/22/26	332 San Pedro Ave.	0.61	NCCWD
05/22/26	730 St. Lawrence Ct.	0.61	NCCWD
05/25 – 05/31/26	HTWTP/ SF Jail	0.63	SFPUC
05/29/26	5066 Palmetto Ave.	0.60	NCCWD
05/29/26	Main Pump Station	0.62	NCCWD
05/29/26	332 San Pedro Ave.	0.61	NCCWD
05/29/26	730 St. Lawrence Ct.	0.62	NCCWD

*This report summary displays the levels of fluoride reported by San Francisco Public Utilities Commission (SFPUC) Water Quality Division at the Harry Tracy Water Treatment Plant (HTWTP), as well as the levels collected at the North Coast County Water District (NCCWD) sample stations throughout Pacifica. Per the SFPUC Water Quality Department Notifications and Communications Plan: The control range for the HTWTP is 0.6 mg/L to 1.2 mg/L. The optimal fluoride level for the water supplied by the SFRWS (San Francisco Regional Water System) is 0.70 mg/L.

San Francisco Public Utilities Commission

Hydrological Conditions Report

May 2026

B. Barry, H. Forrester, L. Stewart, R. Walters
Prepared June 1, 2026



Hetch Hetchy reservoir reached maximum capacity on May 16th and maintained spill through the end of May. Warm, clear conditions with waning high elevation snowpack and receding reservoir inflows signal the end of spring runoff is imminent in early June. Photo taken June 1st.

System Storage

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

Table 1. Current System Storage as of June 1, 2026							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	360,360		360,360		0		100%
Cherry Reservoir ²	266,350		268,811		2,461		99%
Lake Eleanor ³	26,726		27,100		374		98%
Water Bank ⁴	610,665		610,665		0		100%
Tuolumne Storage	1,264,101		1,266,936		2,835		100%
Local Bay Area Storage							
Calaveras Reservoir	61,271	19,965	96,670	31,500	35,399	11,535	63%
San Antonio Reservoir	44,444	14,482	52,506	17,109	8,062	2,627	85%
Crystal Springs Reservoir	46,165	15,043	68,743	22,400	22,578	7,357	67%
San Andreas Reservoir	16,173	5,270	18,898	6,158	2,725	888	86%
Pilarcitos Reservoir	1,940	632	3,118	1,016	1,178	384	62%
Total Local Storage	169,993	55,392	239,936	78,183	69,943	22,791	71%
Total System	1,434,094		1,506,872		72,778		95%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flashboards removed.

³ Maximum Lake Eleanor storage with all flashboards installed.

⁴ Additional Water Bank storage is derived from flood storage encroachment in Don Pedro.

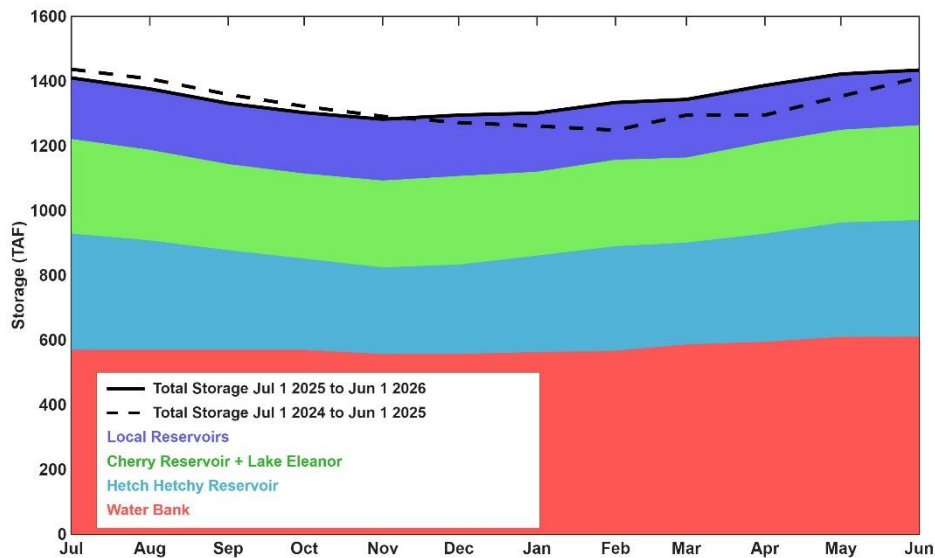


Figure 1: Local and Upcountry Reservoir storage. Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage for the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The May 2026 six-station precipitation index was 0.65 inches, or 43% of the 1991-2020 median May precipitation.

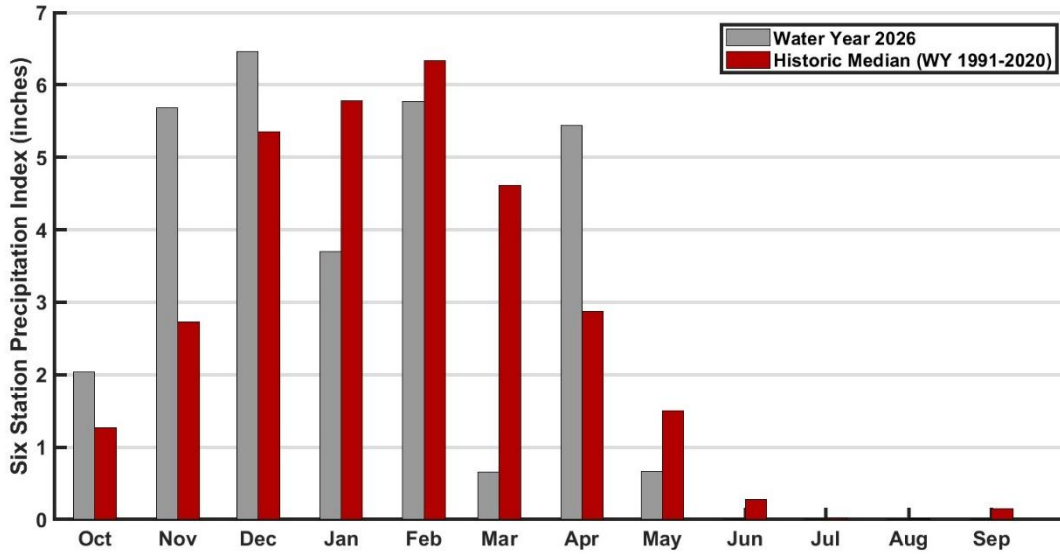


Figure 2: Monthly distribution of the six-station precipitation index relative to the monthly precipitation medians as of June 1. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2026 is 30.36 inches, which is 89% of the median to-date. The Hetch Hetchy Weather Station received 0.79 inches of precipitation in May resulting in a total of 30.80 inches for WY 2026, or 88% of the WY median to-date. The cumulative WY 2026 Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

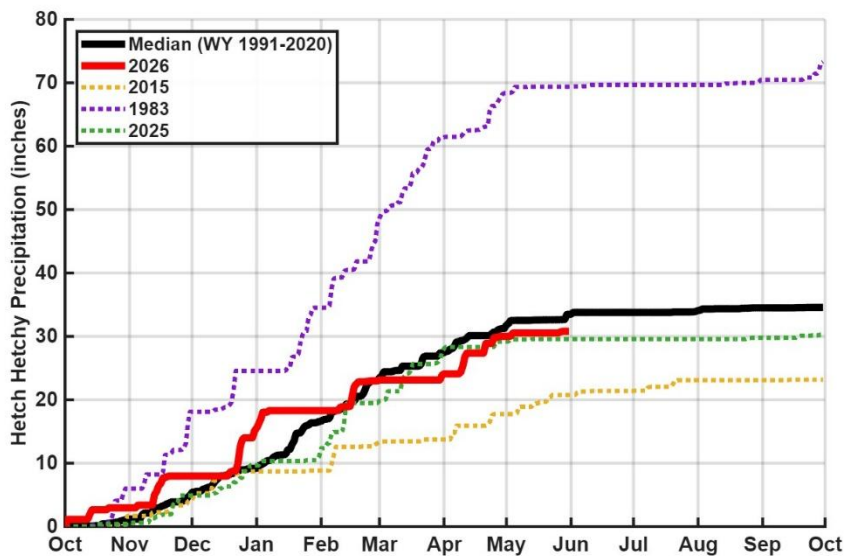


Figure 3: Water Year 2026 cumulative precipitation measured at Hetch Hetchy Weather Station as of June 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2025 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for May 2026 and Water Year 2026 is summarized below in Table 2.

Table 2. Calculated reservoir inflows and Water Available to City								
All flows are in acre-feet ¹	May, 2026				October 1, 2025 through May 31, 2026			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	138,059	214,740	218,132	63%	511,121	462,650	465,850	110%
Inflow to Cherry Lake and Lake Eleanor	66,657	115,014	125,164	53%	388,391	378,983	382,811	101%
Tuolumne River at LaGrange	248,426	400,953	444,403	56%	1,305,915	1,267,528	1,427,755	91%
Water Available to City	34,428	156,297	208,902	16%	393,533	459,193	611,087	64%

¹Hydrologic Record: 1991-2020

Hetch Hetchy System Operations

Water deliveries via the San Joaquin Pipeline (SJPL) increased from 156 MGD to 185 MGD on May 11th, and again to 220 MGD on May 18th.

Hetch Hetchy Reservoir power draft and stream release totaled 130,984 acre-feet during the month of May. Required minimum instream release during May was 100 cfs (Year Type A) plus 64 cfs when Canyon Tunnel power draft exceeded 920 cfs. The required minimum instream release during June is 125 cfs (Year Type A).

Cherry Reservoir power draft and stream release totaled 45,227 acre-feet during the month of May. The required minimum instream release for May was 5 cfs and will remain 5 cfs for June.

Lake Eleanor stream release totaled 14,938 acre-feet during the month of May. 3,511 acre-feet of water was transferred to Cherry Reservoir via the Cherry-Eleanor Pumping Station. The required minimum instream release for May was 20 cfs and will remain at 20 cfs during June.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant production rate for the month was 16 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 21 MGD.

Regional System Water Delivery

The average May delivery rate was 212 MGD which is a 4.4% increase compared to the April delivery rate of 203 MGD.

Local Precipitation

The rainfall summary for May 2026 and Water Year 2026 is presented in Table 3.

Weather Station Location	May 2026		October 1, 2025 through May 31, 2026	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.57	86%	37.22	112%
Lower Crystal Springs Reservoir	0.39	87%	29.43	134%
Calaveras Reservoir	0.39	80%	21.80	121%

*Mean Period = WY 1991-2020

Snowpack, Water Supply and Planned Water Supply Management

Precipitation was slightly below normal during May. Two brief, seasonally cool low-pressure systems near the beginning and end of the month provided modest precipitation and temporarily slowed snowmelt-driven runoff. Otherwise, conditions through May were clear with air temperatures undulating between seasonal normals and moderate heat waves. A majority of the remaining upcountry snowpack melted during May leaving waning snowpack above approximately 9,500 feet. 34,428 acre-feet of Water Available to the City (WAC) was observed in May (Figure 4).

Hetch Hetchy Reservoir is drafting via instream releases and Kirkwood powerdraft to maintain the reservoir at full pool through the end of runoff. Cherry Reservoir is drafting via minimum instream releases and elevated Holm powerdraft to maintain near full pool through the end of runoff. The Cherry-Eleanor Pumps were active from May 19th through the end of the month. The pumps are planned to be incrementally deactivated as needed to balance Lake Eleanor inflows and maximize carryover storage. Powerdraft at all powerhouses is expected to remain elevated throughout the end of runoff in June. Water Bank is expected to remain full through the end of runoff. As spring runoff ends, upcountry powerdraft and releases will be adjusted to optimize water conservation. In all Water Bank scenarios, Kirkwood powerdraft will reduce to match San Joaquin Pipeline deliveries, and Holm powerdraft will reduce to target 230,000 acre-feet of Cherry Reservoir storage on October 1st while meeting recreational flow needs.

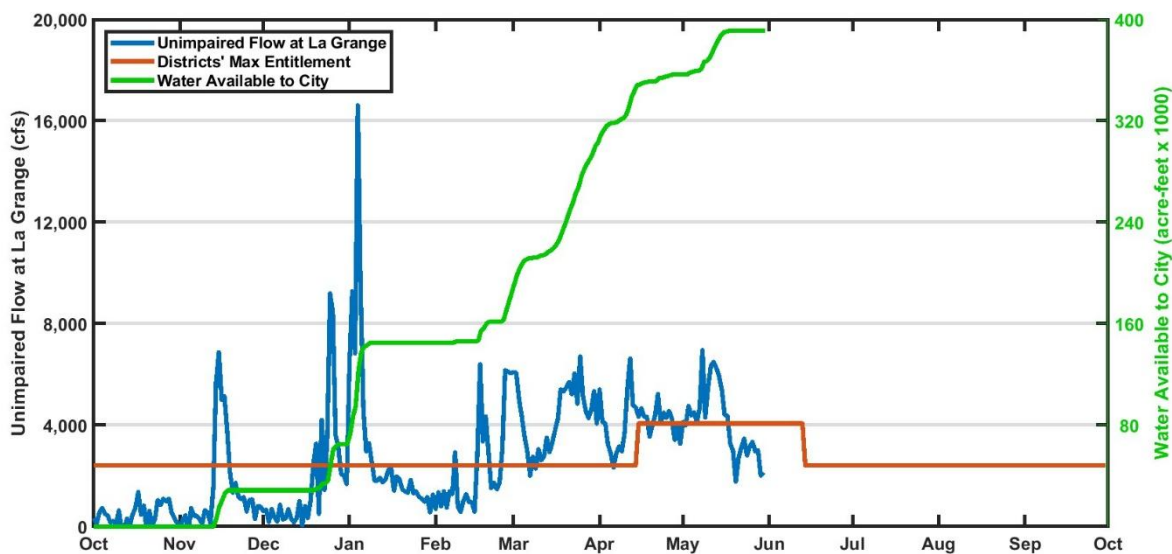


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City.

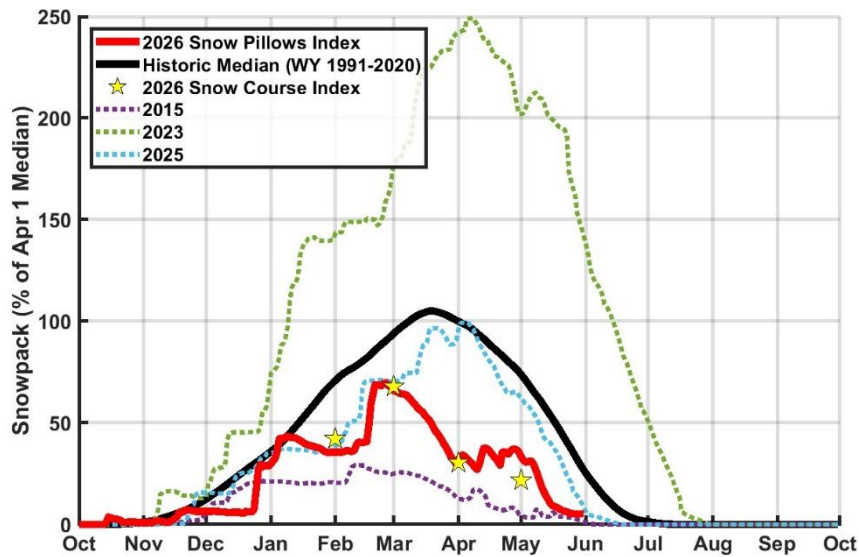


Figure 5: Current water year 10-Station Snow Pillows Index as of June 1 (red line), based on real-time snow water equivalent measurements in the Tuolumne Basin. Historic median, wet and dry years, and previous water year are included for comparison purposes.

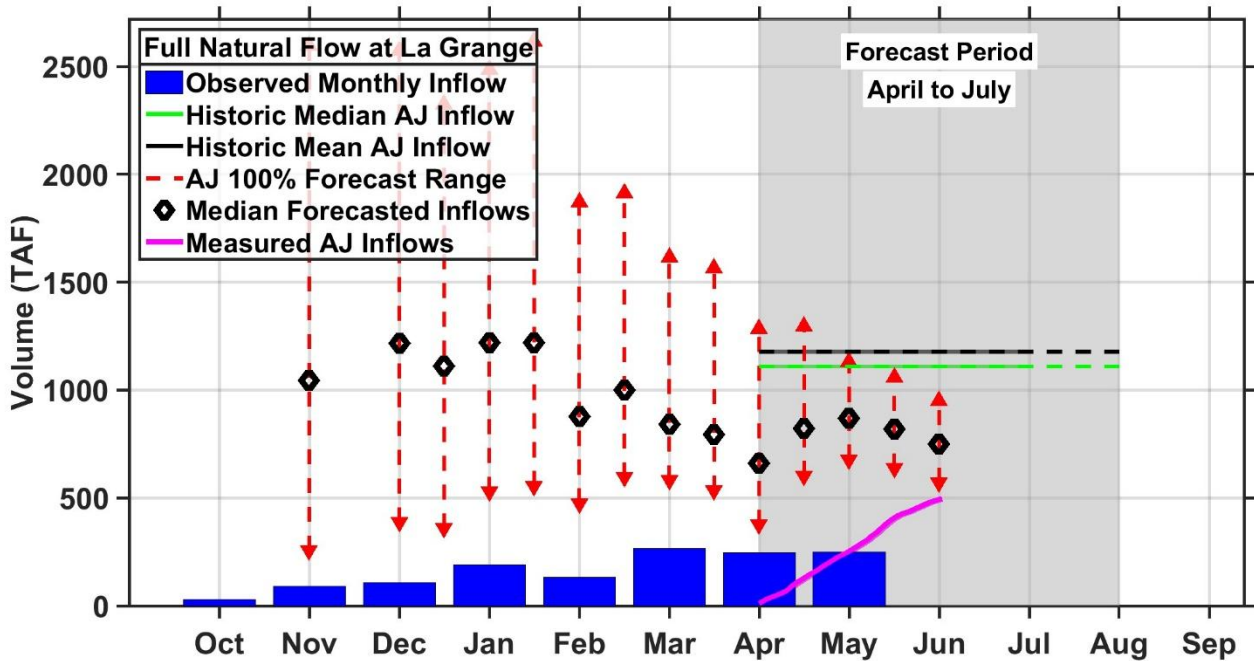


Figure 6: Water Supply Forecast Model of runoff (April to July) on the Tuolumne River at La Grange. This model is driven by precipitation from October to February, and by snow survey data from February through June. The forecast range decreases as time passes due to reduced potential future precipitation.

**NORTH COAST COUNTY WATER DISTRICT
CLAIMS LIST
JUNE 17, 2026**

10A1

	PAYEE	A/C NO.	DESCRIPTION	TOTAL
1	Airgas NCN	5730-120	Monthly Propane Cylinder Rental	114.52
2	AT&T	Various	Internet for Phone Service for Plant and District Headquarters	1,086.50
3	Baird Trucking Inc.	5670-120	Dump Fees and Fuel Surcharge for Leak Repair	2,904.00
4	BAWSCA	5687-130	Lawn Be Gone Inspections	315.00
5	Bay Area Integration	5650-130	Security Software Fees for May	1,520.00
		Various	IT Services for May	8,400.00
6	BFI of California	5670-120	Waste Collection and Environmental Fees	4,065.47
7	Brisbane Recycling Co., Inc.	5670-120	Dump Fees for Leak Repair	5,933.79
8	Brown & Caldwell	1117-135	Sheila Tank Construction Management Services and Engineering Support	4,205.61
9	Business Services Network	5620-130	Printing and Processing for Rate Adjustment Notice Flyers	10,420.83
		5627-130	Postage for Rate Notice Mailing	4,879.38
10	County of San Mateo	5314-110	Environmental Health Fee for 2400 Francisco Blvd	1,863.00
		5730-130	Recorded Document Copy Fees	6.00
11	Dalton, Scott	5730-120	Reimbursement for DOT Medical Exam	90.00
12	Dataprose	Various	Utility Bill Mailing, Postage Deposit, and Postage for May 2026	4,631.67
13	DeJarnatt, Elizabeth	5942-130	Travel and Lodging for ACWA Spring Conference	1,076.67
14	EKI	1116-610A	San Pedro Creek Water Diversion and Treatment Project	6,058.25
		1118-135	Advanced Metering Infrastructure Project Implementation for May	4,329.50
		5680-130	District Engineering, Urban Water Management Plan, and General Engineering Services for May	18,931.50
		5683-130	Risk and Resilience Assessment and Emergency Response Plan Services for March and April	16,234.25
15	Flyer's Energy	5632-110	Fuel Delivery	8,520.78
16	Hach	5312-110	Lab Supplies	562.79
17	Hanson Bridgett LLP	5681-130	Legal Fees for May 2026	12,379.00
18	HF&H Consultants, LLC	5680-130	Water Rate Study Professional Services	19,535.00
19	Jean Pierre Gardening	5624-130	Gardening Services for 171 Clarendon and Linda Mar Median	825.00
20	JRocket77	5683-130	Design for NCCWD Prop 218 Notification Flyers	850.00
21	KBA	5655-130	Copier Overage Charges from 03/30/26 to 05/29/26	161.17
22	Maes, Jesse	5730-120	Reimbursement for Distribution Exam Fees - Grade D1	50.00
23	Maidcity Cleaning Services	5624-130	Janitorial Services for Headquarters from 03/01/25 to 05/31/26	5,940.00
24	Muscio Electric	5631-130	Security Alarm Monitoring	335.00
25	M&M Backflow & Meter Maintenance	5670-120	Meter Bench Test	40.00
26	Newall, Penny	1118-135	Claim for 2311 Beach Boulevard (Reimbursable)	495.00
27	North Coast County Water District	5622-130	Bimonthly Water Bill for 171-173 Clarendon Rd	130.60
28	Promotables LLC	5621-130	Board Room Signage	21.98
29	Recology of the Coast	5623-130	Garbage Service for Headquarters 06/01/26 - 06/30/26	659.44
30	SFPUC	5130-110	Water Purchased & Service Charges from 04/09/26 to 05/08/26	661,338.09
		5312-110	Lab Tests	1,250.00
31	Shoe Depot	5661-110	Safety Boots (1 Pair)	247.22
32	SWRCB	5732-130	Distribution Certification Renewal Grade D4 for J. Velazco	105.00
33	Tyler Technologies	5637-130	Billing and Financial ERP Software Maintenance Fees for FY 26-27	47,184.41
34	Underground Republic Water Works	5420-120	Inventory Supplies	14,364.76
35	U.S. Bank	Various	See Details Attached	11,595.80
36	Verdant Commercial Capital	5655-130	Copier Machine Lease for June 2026	670.39
37	Verizon Wireless	Various	Monthly Service for Cell Phones and Tablets from 4/17/26 to 5/23/26	1,672.15
38	Voler Strategic Advisors	5683-130	External Communications Support Services for June 2026	6,000.00
				\$ 891,999.52

**NORTH COAST COUNTY WATER DISTRICT
CLAIMS LIST JUNE 17, 2026**

U.S. BANK NATIONAL ASSOCIATION
Business Card Company Statement
Expenses Breakdown
Billing Date: 05/23/2026

A/C No.	Vendor	Description	Amount
5312-110	Amazon.com	Watt Usage Meter	10.87
5312-110	ERA	Lab Supplies	1,067.81
5312-110	Spectro-UV	Blacklight Lamp	256.50
5350-110	Airgas	Compressed Oxygen, Acetylene, and Torch	382.75
5350-110	Hassett Hardware	Chainsaw Chains, Small Tools	153.49
5350-110	Napa Auto Parts	Small Tools	12.08
5412-120	Hassett Hardware	Fasteners	10.31
5420-120	Home Depot	Inventory Supplies	135.40
5420-120	Standard Plumbing Supply	Inventory Supplies	107.46
5621-130	Amazon.com	Office Supplies	211.94
5621-130	Costco	Office Supplies	103.91
5623-120	Amazon.com	Phone Case Covers	40.68
5621-130	Staples	Office Supplies	84.58
5623-130	Comcast	Internet & Phone Service for Offices	1,372.59
5628-130	Hyatt Regency Sacramento	Lodging for ACWA Spring Conference	921.35
5629-110	Adam-Hill Company	Vacuum for Truck No. 7	577.72
5629-110	James Ford Inc	Vehicle Maintenance for Truck No. 25	367.68
5629-110	Putnam Toyota	Vehicle Maintenance for Car No. 3	2,153.66
5629-110	Napa Auto Parts	Parts for Trailer and Excavator	918.97
5629-110	O'Reilly Auto Parts	Parts for Trailer and Battery for Truck No. 1	49.80
5650-130	Apple.com	Cellular Phone Data Storage	0.99
5650-130	Intermedia	Monthly Email Screening, Microsoft Software License Fees, Phone Service	1,129.13
5670-110	Hassett Hardware	Light Bulbs	26.36
5670-110	Napa Auto Parts	Switch for Royce Generator	92.01
5670-110	Grainger	Lead Test Kit	149.62
5687-130	Amazon.com	Prizes for Water Conservation Poster Contest	361.23
5635-130	Office of Water Programs	Water Distribution System Operations and Maintenance Training	100.00
5635-130	Publicrecords.us	Public Records Searches	21.00
5730-120	United States Postal Service	Shipping of Water Meter for Testing	22.49
5730-130	Amazon.com	Amazon Prime Membership	141.74
5730-130	Fastrak	Prepaid Tolls	25.00
5730-130	San Francisco Chronicle	Annual News Subscription	361.35
5733-130	Mazzetti's Bakery	Refreshments for Water Conservation Poster Contest Awards	88.35
5734-130	City of Sacramento	Parking for CSDA Human Resources Training	26.00
5750-120	Amazon.com	Batteries for Recycled Water Pump Station	96.90
5750-120	Safeway	Distilled Water	14.08
		Total:	11,595.80

Account Number :
 Unique ID:
 NORTH COAST COUNTY WATER
 Statement Date : 05-22-2026



Corporate Account Summary		Payment Information	
Previous Balance	\$31,450.69	Amount Due	\$30,350.53
Purchases and Other Charges	\$11,734.66	Payment due in accordance with your agreement with U.S. Bank.	
Cash Advances	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Cash Advance Fees	\$0.00	To overnight or courier a payment, please send to:	
Late Payment Charges	\$9.89	Corporate Payment Systems	
Credits	\$138.86 CR	3180 Rider Trail S, Department 790428	
Payments	\$12,705.85 PY	Earth City, MO 63045-1518	
New Balance	\$30,350.53		
Disputed Amount	\$0.00		

Account Messages

Your account is past due \$18,603.84. Past due amount is included in the amount due. Please remit immediately.

Corporate Account Activity					
NORTH COAST COUNTY WATER					Total Corporate Activity
Account Number:					\$12,695.96 CR
Unique ID:					
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-24	04-19	74798266114000000000076	PAYMENT - THANK YOU 00000 C		12,705.85 PY
05-22	05-22		LATE PAYMENT CHARGE		9.89

New Activity			
	Purchases	\$15.07	Total Activity \$15.07
	Cash Advances	\$0.00	
	Cash Advances Fees	\$0.00	
	Credits	\$0.00 CR	

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-04	04-30	24231686121734909279106	SAFEWAY #2843 PACIFICA CA	14.08

(transactions continued on next page)

Payment may be made electronically or by check made payable to Corporate Payment Systems.

CORPORATE PAYMENT SYSTEMS
 P.O. BOX 6343
 FARGO, ND 58125-6343

Account Number:
 Unique ID:
 Amount Due: \$30,350.53

Amount Enclosed \$

If paying by check, include coupon with payment to address below.

00000003086 000638180793360 P 2


 NORTH COAST COUNTY WATER
 PO BOX 1039
 PACIFICA CA 94044-6039

CORPORATE PAYMENT SYSTEMS
 P.O. BOX 790428
 ST. LOUIS, MO 63179-0428

Statement Date : 05-22-2026

New Activity cont				
05-05	05-04	24692166124408730250386	APPLE.COM/BILL 866-712-7753 CA	0.99

	Purchases	\$685.19	Total Activity	\$685.19
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-24	04-22	24692166113408041553703	CITYOFSAC_PARKNNGGARAGE SACRAMENTO CA	26.00
04-30	04-29	24906416119256460519761	PUBLICRECORDS.US 888-7008184 NM	20.00
04-30	04-29	24906416119256460734444	PUBLICRECORDS.US 888-7008184 NM	1.00
05-06	05-05	24692166125400119102451	WWW COSTCO COM 800-955-2292 WA	103.91
05-12	05-11	24493986132217502044808	SF CHRONICLE SUBSCRIPT 800-310-2455 CA	361.35
05-14	05-11	24431066133430005076475	STAPLES.COM 0900 800-333-3330 MA	84.58
05-21	05-20	24055226140757640423845	MAZZETTI'S BAKERY CLOVER.COM CA	88.35

	Purchases	\$3,216.75	Total Activity	\$3,216.75
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	04-30	24692166120405090786144	B2B PRIME*BJ8E10E91 AMZN.COM/BILL WA	141.74
05-04	05-01	24428066121301096684072	PUTNAM TOYOTA BURLINGAME CA	2,153.66
05-08	05-06	24943006127426451335527	HYATT REGENCY SACRAMENTO SACRAMENTO CA 46537510 ARRIVAL:05-04-26	921.35

	Purchases	\$353.17	Total Activity	\$353.17
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-07	05-06	24717056127121270274473	STANDARD PLUMBING 78 COLMA CA	107.46
05-07	05-05	24943016126010206031076	THE HOME DEPOT #0639 COLMA CA	135.40
05-13	05-12	24027626133067933585689	UNIVERSITYE 916-278-6142 CA	100.00
05-21	05-20	24765016140757475541949	HASSETT ACE HARDWARE PACIFICA CA	10.31

(transactions continued on next page)



Statement Date : 05-22-2026

New Activity cont

NORTH COAST CWD	Purchases	\$7,464.48	Total Activity	\$7,325.62
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$138.86 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-23	04-21	24643726112030011304347	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	72.45
04-23	04-22	24765016112724728534166	HASSETT ACE HARDWARE PACIFICA CA	26.36
04-24	04-22	24643726113030011415522	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	66.41
04-24	04-23	24765016113725897563901	HASSETT ACE HARDWARE PACIFICA CA	43.93
04-27	04-24	74643726116030013938622	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	138.86 CR
04-27	04-24	24692166114408842047680	AMAZON MKTPL*BJ1ZM4P92 AMZN.COM/BILL WA	33.98
04-28	04-27	24011346118100011275964	SP ECTRO-UV.COM SPECTRO-UV.CO NY	256.50
04-28	04-28	24692166118402459755186	AMAZON MKTPL*BJ1887WG2 AMZN.COM/BILL WA	10.87
04-29	04-28	24692166118402922578389	AMAZON MKTPL*BV3C21OO2 AMZN.COM/BILL WA	49.83
04-29	04-28	24692166118403263284488	AMAZON MKTPL*BS1D32W91 AMZN.COM/BILL WA	96.90
04-29	04-28	24744556118001578328865	ERA - A WATERS COMPANY 303-4318454 CO	232.40
05-04	05-01	24643726123030014062576	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	92.01
05-04	05-03	24692166123407548626135	COMCAST BUSINESS 844-963-0200 PA	873.44
05-04	05-01	24765016121735199619368	HASSETT ACE HARDWARE PACIFICA CA	60.42
05-05	05-04	24493986125215548977378	INTERMEDIA.NET INC 800-379-7729 WA	1,129.13
05-06	05-04	24643726125030011251220	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	48.35
05-06	05-04	24643726125030011251238	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	12.08
05-06	05-05	24765016125739862514027	HASSETT ACE HARDWARE PACIFICA CA	49.14
05-07	05-06	24431056127307014290348	O'REILLY 3562 PACIFICA CA	49.80
05-07	05-06	24692166126400425376368	AMAZON MKTPL*BJ5FX96M0 AMZN.COM/BILL WA	40.68
05-07	05-06	24692166126400633830941	AMAZON.COM*BF3MS63R2 AMZN.COM/BILL WA	25.53
05-07	05-06	24692166126400639345613	AMAZON.COM*BF1WR33X2 AMZN.COM/BILL WA	102.60
05-11	05-07	24394696128017024323065	ADAM-HILL COMPANY 650-589-9655 CA	577.72
05-11	05-08	24431066128427044028498	FASTRAK CSC 415-486-8655 CA	25.00
05-11	05-07	24643726128030011592174	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	329.57
05-11	05-08	24643726130030014105939	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	33.98
05-12	05-11	24055226131746755216590	JAMES FORD INC HALF MOON BAY CA	367.68
05-12	05-11	24137466132001350374631	USPS PO 0557380185 PACIFICA CA	22.49
05-12	05-11	24692166131405387560480	COMCAST / XFINITY 800-266-2278 CA	499.15
05-13	05-11	24055236132748072305054	AIRGAS LLC - WEST W159 SOUTH SAN FRA CA	382.75
05-13	05-12	24744556132001611372096	ERA - A WATERS COMPANY 303-4318454 CO	835.41
05-14	05-12	24643726133030011382686	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	507.07
05-14	05-12	24755426133171330703235	GRAINGER BURLINGAME CA	149.62
05-18	05-18	24692166138401722230627	AMAZON MKTPL*BF4IR3M60 AMZN.COM/BILL WA	361.23

Department:	00000	Total:	\$11,595.80
Division:	00000	Total:	\$11,595.80

Account Number :
Unique ID:



Statement Date : 05-22-2026

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$15.07
Purchases and Other Charges	\$15.07		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity	\$15.07		
Disputed Amount	\$0.00		

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder _____ Date _____ Approver _____ Date _____

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-04	04-30	24231686121734909279106	SAFEWAY #2843 PACIFICA CA	14.08
05-05	05-04	24692166124408730250386	APPLE.COM/BILL 866-712-7753 CA	0.99

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY**
DO NOT REMIT PAYMENT**

00000000307 000638180790581 P



NCCWD
PO BOX 1039
2400 FRANCISCO BLVD
PACIFICA CA 94044-6039

Account Number :

Statement Date : 05-22-2026



Account Summary	General Information
-----------------	---------------------

Previous Balance	\$0.00	Total Activity	\$685.19
Purchases and Other Charges	\$685.19		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696

Total Activity \$685.19

Disputed Amount \$0.00

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder	Date	Approver	Date
------------	------	----------	------

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-24	04-22	24692166113408041553703	CITYOFSAC_PARKNGGARAGE SACRAMENTO CA	26.00
04-30	04-29	24906416119256460519761	PUBLICRECORDS.US 888-7008184 NM	20.00
04-30	04-29	24906416119256460734444	PUBLICRECORDS.US 888-7008184 NM	1.00
05-06	05-05	24692166125400119102451	WWW COSTCO COM 800-955-2292 WA	103.91
05-12	05-11	24493986132217502044808	SF CHRONICLE SUBSCRIPT 800-310-2455 CA	361.35
05-14	05-11	24431066133430005076475	STAPLES.COM 0900 800-333-3330 MA	84.58
05-21	05-20	24055226140757640423845	MAZZETTI'S BAKERY CLOVER.COM CA	88.35

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY**
DO NOT REMIT PAYMENT**



NCCWD
2400 FRANCISCO BLVD.
PACIFICA CA 94044-2300

Account Number :
Unique ID:



Statement Date : 05-22-2026

Page 1 of 2

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$3,216.75
Purchases and Other Charges	\$3,216.75		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity	\$3,216.75		
Disputed Amount	\$0.00		

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD,
CALL CUSTOMER SERVICE 1-800-344-5696

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder _____ Date _____ Approver _____ Date _____

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	04-30	24692166120405090786144	B2B PRIME*BJ8EI0E91 AMZN.COM/BILL WA	141.74
05-04	05-01	24428066121301096684072	PUTNAM TOYOTA BURLINGAME CA	2,153.66
05-08	05-06	24943006127426451335527	HYATT REGENCY SACRAMENTO SACRAMENTO CA	921.35
		46537510	ARRIVAL:05-04-26	

5730-130
5629-110
5628-130

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY**
DO NOT REMIT PAYMENT**

0000006976 000638180797250 P
[Barcode]

NCCWD
P.O. BOX 1039
2400 FRANCISCO BLVD
PACIFICA CA 94044-6039

Account Number :
Unique ID:



Statement Date : 05-22-2026

Page 1 of 2

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$353.17
Purchases and Other Charges	\$353.17		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity	\$353.17		
Disputed Amount	\$0.00		

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only.

Pa

Approver

Date

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-07	05-06	24717056127121270274473	STANDARD PLUMBING 78 COLMA CA	107.46
05-07	05-05	24943016126010206031076	THE HOME DEPOT #0639 COLMA CA	135.40
05-13	05-12	24027626133067933585689	UNIVERSITYE 916-278-6142 CA	100.00
05-21	05-20	24765016140757475541949	HASSETT ACE HARDWARE PACIFICA CA	10.31

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:

Unique ID:

Amount Due:

\$0.00

****MEMO STATEMENT ONLY****

DO NOT REMIT PAYMENT

0000020451 000638180810725 P



NCCWD
P.O. BOX 1039
2400 FRANCISCO BLVD.
PACIFICA CA 94044-6039

Account Number :
 Unique ID:
 NORTH COAST CWD
 Statement Date : 05-22-2026



Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$7,325.62
Purchases and Other Charges	\$7,464.48		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD,	
Late Payment Charges	\$0.00	CALL CUSTOMER SERVICE 1-800-344-5696	
Credits	\$138.86 CR		
Payments	\$0.00 PY		
Total Activity	\$7,325.62		
Disputed Amount	\$0.00		

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder	Date	Approver	Date

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-23	04-21	24643726112030011304347	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 72.45
04-23	04-22	24765016112724728534166	HASSETT ACE HARDWARE PACIFICA CA	5670-110 26.36
04-24	04-22	24643726113030011415522	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 66.41
04-24	04-23	24765016113725897563901	HASSETT ACE HARDWARE PACIFICA CA	5350-110 43.93
04-27	04-24	74643726116030013938622	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 138.86 CR
04-27	04-24	24692166114408842047680	AMAZON MKTPL*BJ1ZM4P92 AMZN.COM/BILL WA	5621-130 33.98
04-28	04-27	24011346118100011275964	SP ECTRO-UV.COM SPECTRO-UV.CO NY	5312-110 256.50
04-28	04-28	24692166118402459755186	AMAZON MKTPL*BJ1887WG2 AMZN.COM/BILL WA	L 10.87
04-29	04-28	24692166118402922578389	AMAZON MKTPL*BV3C21002 AMZN.COM/BILL WA	5621-130 49.83

(New Activity continued on next page)

CORPORATE PAYMENT SYSTEMS
 P.O. BOX 6343
 FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
 Unique ID:
 Amount Due: \$0.00

****MEMO STATEMENT ONLY**
 DO NOT REMIT PAYMENT**



0000021959 000638180812233 P
 NORTH COAST CWD
 2400 FRANCISCO BLVD
 PACIFICA CA 94044-2300

Statement Date : 05-22-2026

New Activity - Continued

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-29	04-28	24692166118403263284488	AMAZON MKTPL*BS1D32W91 AMZN.COM/BILL WA	5750-120 96.90
04-29	04-28	24744556118001578328865	ERA - A WATERS COMPANY 303-4318454 CO	5312-110 232.40
05-04	05-01	24643726123030014062576	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5670-110 92.01
05-04	05-03	24692166123407548626135	COMCAST BUSINESS 844-963-0200 PA	5623-130 873.44
05-04	05-01	24765016121735199619368	HASSETT ACE HARDWARE PACIFICA CA	5350-110 60.42
05-05	05-04	24493986125215548977378	INTERMEDIA.NET INC 800-379-7729 WA	5650-130 1,129.13
05-06	05-04	24643726125030011251220	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 48.35
05-06	05-04	24643726125030011251238	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5350-110 12.08
05-06	05-05	24765016125739862514027	HASSETT ACE HARDWARE PACIFICA CA	↓ 49.14
05-07	05-06	24431056127307014290348	O'REILLY 3562 PACIFICA CA	5629-110 49.80
05-07	05-06	24692166126400425376368	AMAZON MKTPL*BJ5FX96M0 AMZN.COM/BILL WA	5623-120 40.68 5623-120
05-07	05-06	24692166126400633830941	AMAZON.COM*BF3MS63R2 AMZN.COM/BILL WA	5621-130 25.53
05-07	05-06	24692166126400639345613	AMAZON.COM*BF1WR33X2 AMZN.COM/BILL WA	↓ 102.60
05-11	05-07	24394696128017024323065	ADAM-HILL COMPANY 650-589-9655 CA	5629-110 577.72
05-11	05-08	24431066128427044028498	FASTRAK CSC 415-486-8655 CA	5735-130 25.00
05-11	05-07	24643726128030011592174	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 329.57
05-11	05-08	24643726130030014105939	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	↓ 33.98
05-12	05-11	24055226131746755216590	JAMES FORD INC HALF MOON BAY CA	↓ 367.68
05-12	05-11	24137466132001350374631	USPS PO 0557380185 PACIFICA CA	5730-120 22.49 5730-120
05-12	05-11	24692166131405387560480	COMCAST / XFINITY 800-266-2278 CA	5623-130 499.15
05-13	05-11	24055236132748072305054	AIRGAS LLC - WEST W159 SOUTH SAN FRA CA	5350-110 382.75
05-13	05-12	24744556132001611372096	ERA - A WATERS COMPANY 303-4318454 CO	5312-110 835.41
05-14	05-12	24643726133030011382686	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 507.07
05-14	05-12	24755426133171330703235	GRAINGER BURLINGAME CA	5670-110 149.62
05-18	05-18	24692166138401722230627	AMAZON MKTPL*BF41R3M60 AMZN.COM/BILL WA	5687-130 361.23

DIRECTORS

WILLIAM HAUSER, *President*
 ANNE DEJARNATT, *Vice-President*
 RON ASH, *Director*
 JOSHUA COSGROVE, *Director*
 JOHN VALLERO, *Director*
 2400 Francisco Blvd.
 P.O. Box 1039
 Pacifica, CA 94044
 www.nccwd.com

**STAFF**

ADRIANNE CARR, Ph.D.
 GENERAL MANAGER
 SCOTT DALTON
 ASSISTANT GENERAL MANAGER
 – OPERATIONS
 Phone (650) 355-3462
 Fax (650) 355-0735

STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: June 17, 2026
 RE: Adopt Resolution No. Adopting Fiscal Year 2026-2027 Salary Schedule

BACKGROUND

CalPERS requires Board of Directors approval for any modifications to the District's salary schedule. The District's Personnel Manual details the process for adjusting the salary schedule for cost-of-living increases. As specified in the Personnel Manual, Part 3. Compensation, Payroll Practices, and Hours of Work, Section 3.9 Review of Salaries, the following procedure is outlined:

“The Board normally reviews the District's salary schedule annually and may, at its discretion, adjust salary ranges at any time. In addition, as part of the budget process, the General Manager will report to the Board the change in the March Consumer Price Index ("CPI") for the San Francisco Bay Area (Urban Wage Earners Index) and the Board will determine if a cost of living adjustment ("COLA") shall be granted. If a COLA is approved, the Board shall adopt a revised salary schedule reflecting the COLA in accordance with requirements of applicable public meeting laws. The Board may also approve additional compensation for outstanding performance, and for special or unique circumstances as submitted by the General Manager through further adjustments to the salary schedule in compliance with CalPERS Special Compensation Reportability Requirements.”

INFORMATION

The Consumer Price Index – Urban Wage Earners – San Francisco-Oakland-San Jose, CA (CPI-W), reported a 1.7% increase between March 2025 and March 2026. Between April 2025 and April 2026, the CPI-W index reported a 3.3% increase.

In April 2026 U.S. Bureau of Labor Statistics (BLS), which publishes the CPI-W, reports a notable 3.8% rise in the "All Items" index for the San Francisco area over the past year¹. The “All Items” category includes expenditures such as food and beverages, housing, apparel, transportation, medical care, recreation, education, and communication.

¹ https://www.bls.gov/regions/west/news-release/consumerpriceindex_sanfrancisco.htm

The BLS report highlights changes in essential costs, noting that the energy index rose 15.7% over the two months ending in April 2026, due to a 28.9% spike in gasoline prices. Year over year, food prices increased 5.4% and energy prices rose 13.6%.

The Finance Committee met on June 11, 2026, at which the General Manager presented information on both CPI increases, including the impact on the proposed FY 2026-2027 Operating Budget if the larger CPI-W value is used. The committee discussed this issue and reviewed information about cost-of-living increases planned for staff at neighboring agencies. The committee discussed that the April CPI-W change from 2025 to 2026 more accurately reflects current economic conditions and recommended that the General Manager use the April CPI-W value for the FY 2026-2027 salary schedule and operating budget.

Using the April CPI instead of the March CPI would be considered a “unique circumstance” as described in the Personnel Manual. The Board previously approved a change in the CPI month in 2021, during the economic impacts of the pandemic.

The General Manager’s position is included in the salary schedule, and the updated salary range reflects an annual 4% adjustment effective December 2026 per the General Manager’s Employment Agreement approved by the Board in September 2024.

FISCAL IMPACT

Staff estimates the fiscal impact to be less than \$55,000, and sufficient revenue is anticipated to be available to cover these additional costs in Fiscal Year 2026-2027.

RECOMMENDATION

The Finance Committee recommends the Board approve a salary schedule that includes the April CPI-W value of 3.3% as the increase applied to the current salary schedule. Staff recommends the Board adopt Resolution No. Adopting Fiscal Year 2026-2027 Salary Schedule.

ATTACHMENT(S)

- A. Fiscal Year 2026-2027 Salary Schedule
- B. Resolution No. Adopting Fiscal Year 2026-2027 Salary Schedule

ATTACHMENT A

NORTH COAST COUNTY WATER DISTRICT

DRAFT Salary Schedule for Fiscal Year 2026-2027

3.3% Adjustment and 4% Adjustment to General Manager Classification, effective July 1, 2026

	Title	Hourly Range Bottom (S)	A	B	C	D	Hourly Top Range (E)
1	Temporary Assistance	28.01	29.41	30.88	32.42	34.05	35.75
2	Customer Service Rep. I	35.34	37.10	38.96	40.91	42.95	45.10
3	Customer Service Rep. II	37.75	39.63	41.62	43.70	45.88	48.18
3A	Utility Billing Specialist	43.42	45.59	47.87	50.26	52.77	55.41
4	Management Analyst I	46.43	48.75	51.19	53.75	56.44	59.26
5	Management Analyst II	55.17	57.93	60.82	63.87	67.06	70.41
6	Secretary to the Board	51.15	53.70	56.39	59.21	62.17	65.28
7	Customer Service Supervisor	57.46	60.33	63.34	66.51	69.84	73.33
8	Administrative Services Manager Accountant	73.38	77.05	80.90	84.95	89.19	93.65
9	Utility Maintenance Worker I	34.01	35.71	37.49	39.37	41.33	43.40
10	Utility Maintenance Worker II	41.35	43.42	45.59	47.87	50.26	52.77
11	Utility Maintenance Worker III	44.76	47.00	49.35	51.81	54.40	57.12
12	Mechanic/Fleet	42.83	44.97	47.21	49.58	52.05	54.66
13	GIS Technician	36.42	38.24	40.16	42.16	44.27	46.49
14	Plant Technician Lead Water Operator	51.81	54.40	57.12	59.98	62.98	66.13
15	Lab Technician	48.27	50.69	53.22	55.88	58.67	61.61
16	Field Supervisor Plant and Mechanical Supervisor	62.67	65.80	69.09	72.54	76.17	79.98
17	Superintendent	83.68	87.86	92.26	96.87	101.71	106.80
18	Asst. Gen Manager - Operations	90.22	94.73	99.47	104.44	109.66	115.15

19	General Manager	Low	128.91
		High	161.14

Time base = hourly.

All employees are paid bi-weekly.

Employees who are eligible for Certification and License Incentive Pay shall be paid an additional percentage of the base pay shown for each step, or an additional flat dollar amount, as in accordance with the North Coast County Water District's Personnel Manual.

Employees who are eligible for Longevity Pay shall be paid an additional percentage of their then current salary, including any previously earned Longevity Pay increase and excluding any Certification and License Incentive Pay, as in accordance with the North Coast County Water District's Personnel Manual.

ATTACHMENT B

RESOLUTION NO. _____

ADOPTING FISCAL YEAR 2026-2027 SALARY SCHEDULE

NORTH COAST COUNTY WATER DISTRICT

WHEREAS, the District's Personnel Manual sets forth the terms and conditions of employment with the District, including with respect to salary and compensation; and

WHEREAS, Section 3.9 of the Personnel Manual specifies the process by which the Board of Directors reviews the District's Salary Schedule annually and also specifies that the Board may, in its discretion, adjust compensation ranges at any time; and

WHEREAS, the Personnel Manual states that, as part of the Board's annual review of the District's Salary Schedule, the General Manager will report to the Board the change in the March Consumer Price Index ("CPI") for the San Francisco Bay Area (Urban Wage Earners Index) and the Board will determine if the Salary Schedule will be increased per this increase in the CPI, as a "cost of living adjustment" or "COLA;" and

WHEREAS, the change in the March CPI from 2025 to 2026 was 1.7% and the General Manager reported this to the Board of Directors; and

WHEREAS, the Board determined not to adjust the Salary Schedule for FY 2026-27 per the change in the March CPI; and

WHEREAS, the Personnel Manual states that Board may also approve additional compensation for special or unique circumstances as submitted by the General Manager through adoption of adjustments to the annual Salary Schedule; and

WHEREAS, the Board recognizes that the current economic situation, including rising energy costs, has created unique circumstances that warrant the approval of adjustments to the FY 2026-27 Salary Schedule; and

WHEREAS, the General Manager reported to the Board that the change in the April CPI

from 2025 to 2026 was 3.3% for the San Francisco Bay Area Urban Wage Earners Index; and

WHEREAS, for the FY 2026-2027 Operating Budget, staff has proposed and included in the attached Salary Schedule an increase of 3.3% based on the change in the April CPI due to the unique circumstances described above; and

WHEREAS, staff recommends that the pay range for the General Manager position on the District's FY 2026-2027 Salary Schedule reflect the terms of the General Manager's amended Employment Agreement, and incorporate the 4% adjustment per the amended Employment Agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the North Coast County Water District hereby adopts the Salary Schedule for the 2026-2027 Fiscal Year attached to this Resolution, to be effective as of July 1, 2026.

PASSED AND ADOPTED this 17th day of June, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Board of Directors
North Coast County Water District

ATTEST:

Secretary of the Board

DIRECTORS

WILLIAM HAUSER, *President*
 ANNE DEJARNATT, *Vice-President*
 RON ASH, *Director*
 JOSHUA COSGROVE, *Director*
 JOHN VALLERO, *Director*

2400 Francisco Blvd.
 P.O. Box 1039
 Pacifica, CA 94044
 www.nccwd.com

**STAFF**

ADRIANNE CARR, Ph.D.
 GENERAL MANAGER

SCOTT DALTON
 ASSISTANT GENERAL MANAGER
 – OPERATIONS

Phone (650) 355-3462
 Fax (650) 355-0735

STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: June 17, 2026
 RE: Adopt FY 2026-2027 Operating Budget

SUMMARY

Each year, prior to the start of the next fiscal year, the Board reviews and approves the Operating Budget for the upcoming fiscal year. The Finance Committee met on June 11 to review the proposed budget. Attached for Board review is the proposed FY 2026-2027 Operating Budget.

FISCAL IMPACT

The proposed budget for FY 2026-27 includes \$16,064,860 in operating expenses and bond repayments and estimates revenues of \$18,216,000 for the year.

INFORMATION

Table 1 provides a summary of the operating budget and anticipated revenues for both the current FY 2025-26 and the proposed budget for FY 2026-27.

To estimate operating revenues, staff accounted for the rate adjustment that will take place on August 1, 2026. For non-operating revenues, increases are expected for tax revenues from FY 2025-2026.

To estimate personnel expenses, staff accounted for both a cost-of-living adjustment and step increases for eligible staff. In addition, several staff are anticipated to obtain additional certifications in FY 2026-27, so these are accounted for in the proposed budget. Anticipated healthcare cost increases are reflected in the proposed budget, however actual 2027 healthcare costs will not be known until the September timeframe.

Plant expenses (110) account for the costs of two employees, increase in the wholesale cost of water, utility costs, and regulatory fees. Although the wholesale water cost is increasing, the District anticipates a savings in the total cost for wholesale water during FY 2026-27, due to a planned water transfer with a neighboring agency.

Distribution expenses (120) account for the costs of nine employees and an increase in utility costs. The “Other Services-Miscellaneous” line item includes a continued funding for updates to the District’s telemetry system.

Budgeted Administration expenses (130) account for the costs of eight employees and reflect increases that were seen in the current fiscal year, including utility costs, credit card fees, and internet expenses. The proposed budget also reflects decreases anticipated for the Engineering and Miscellaneous Professional Services fees, since several projects will not continue into the next fiscal year.

Table 1. Proposed FY 2026-2027 Operating Budget

	Adopted Budget FY 2025-2026	Proposed Budget FY 2026-2027	% Change
Revenues	\$17,181,930	\$18,216,000	6.0%
Expenditures			
110 - Plant	\$7,383,500	\$7,232,060	-2.1%
120 - Distribution	\$2,242,500	\$2,349,000	4.7%
130 - Administration	\$5,639,325	\$5,588,800	-0.9%
Total Operating Expenses	\$15,265,325	\$15,169,860	-0.4%
Debt Service Principal	\$860,000	\$895,000	4.1%
Contribution to CIP / Reserves	\$1,056,605	\$2,151,140	103.6%
Total	\$17,181,930	\$18,216,000	6.0%

Staff reviewed the draft FY 2026-2027 Operating Budget with Finance Committee on June 11, 2026.

RECOMMENDATION

Staff recommends that the Board review and adopt the proposed FY 2026-27 Operating Budget.

ATTACHMENT

Budget Tables and Descriptions

**FY 2026-2027
Budget Overview**

	FY 2023-2024 Final	FY 2024-2025 Final	Adopted Budget FY 2025-2026	Proposed Budget FY 2026-2027
Revenues	\$17,290,550	\$18,393,867	\$17,181,930	\$18,216,000
Expenditures				
110 - Plant	\$7,804,955	\$8,204,957	\$7,383,500	\$7,232,060
120 - Distribution	\$1,916,002	\$2,138,382	\$2,242,500	\$2,349,000
130 - Administration	\$4,387,623	\$5,228,319	\$5,639,325	\$5,588,800
Total Operating Expenses	\$14,108,580	\$15,571,658	\$15,265,325	\$15,169,860
Debt Service Principal	\$810,000	\$830,000	\$860,000	\$895,000
Contribution to CIP / Reserves	\$2,371,970	\$1,992,209	\$1,056,605	\$2,151,140
Total	\$17,290,550	\$18,393,867	\$17,181,930	\$18,216,000

Revenue

Acct #	Description	24/25 Adopted Budget	24/25 Total Activity	% Received	25/26 Adopted Budget	25/26 Through April-May 2026	% Received	26/27 Proposed Budget	% Change
4110	Residential Water Sales	6,500,000	7,070,631	108.8%	6,695,000	5,918,447	88.4%	7,800,000	16.5%
4110-1	Residential Service	3,924,000	4,032,306	102.8%	4,041,720	3,859,903	95.5%	3,634,000	-10.1%
4140	Multi-Unit Sales	1,340,000	1,443,550	107.7%	1,400,000	1,494,249	106.7%	1,650,000	17.9%
4140-1	Multi-Unit Service	156,500	171,418	109.5%	170,000	172,834	101.7%	124,000	-27.1%
4120	Commercial Water Sales	865,000	962,060	111.2%	890,950	852,390	95.7%	1,065,000	19.5%
4120-1	Commercial Service	152,500	161,362	105.8%	156,000	147,334	94.4%	133,000	-14.7%
4170	Public Sales	525,000	574,957	109.5%	570,000	517,221	90.7%	675,000	18.4%
4170-1	Public Service	70,000	89,495	127.8%	70,000	84,598	120.9%	57,000	-18.6%
4180	Irrigation	210,000	258,021	122.9%	224,700	275,343	122.5%	300,000	33.5%
4180-1	Irrigation Service	52,000	52,255	100.5%	53,560	52,021	97.1%	40,000	-25.3%
4185	Recycled Water	140,000	111,738	79.8%	120,000	168,082	140.1%	132,000	10.0%
4185-1	Recycled Water Service	14,900	15,607	104.7%	16,000	16,076	100.5%	7,000	-56.3%
4210	Fire Standby	63,000	61,919	98.3%	63,000	62,923	99.9%	63,000	0.0%
4230	Water Connections	25,000	7,526	30.1%	25,000	16,249	65.0%	25,000	0.0%
4240	Renewal of Service Fees	21,000	19,186	91.4%	21,000	18,044	85.9%	21,000	0.0%
4260	Late Fee Charge	70,000	60,738	86.8%	70,000	30,828	44.0%	50,000	-28.6%
4970	Miscellaneous Income	75,000	60,944	81.3%	75,000	36,420	48.6%	75,000	0.0%
SUB-TOTAL		14,203,900	15,153,712	106.7%	14,661,930	13,722,962	93.6%	15,851,000	8.1%
Non-Operating Revenue									
4910	Revenue from Leases	257,000	280,384	109.1%	260,000	291,164	112.0%	270,000	3.8%
4920	Interest Revenues	800,000	1,450,365	181.3%	800,000	677,206	84.7%	500,000	-37.5%
4930	Taxes & Assessments	1,344,000	1,404,781	104.5%	1,385,000	1,465,039	105.8%	1,520,000	9.7%
4977	Gain on Sale of Assets	-	14,137	-	-	98,488	-	-	NA
4980	Trans & Storage	75,000	90,488	120.7%	75,000	107,700	143.6%	75,000	0.0%
TOTAL		16,679,900	18,393,867	110.3%	17,181,930	16,362,558	95.2%	18,216,000	6.0%

Expense Plant 110

Acct.#	Description	24/25 Adopted Budget	24/25 Total Activity	% Spent	25/26 Adopted Budget	25/26 Through April-May 2026	% Spent	26/27 Proposed Budget	% Change
5111-110	Regular Salary	250,000	193,864	77.5%	295,000	263,353	89.3%	330,000	11.9%
5112-110	Overtime	2,000	410	20.5%	2,000	549	27.4%	2,000	0.0%
5640-110	Payroll Taxes	18,800	13,538	72.0%	20,000	19,038	95.2%	24,000	20.0%
5642-110	Health Insurance	46,600	25,662	55.1%	64,000	31,738	49.6%	43,000	-32.8%
SUB-TOTAL		317,400	233,475	73.6%	381,000	314,678	82.6%	399,000	4.7%
5130-110	Water Purchases-SF	5,950,000	6,994,581	117.6%	5,800,000	5,901,326	101.7%	5,621,185	-3.1%
	Water Service	45,300	45,300	100.0%	46,500	36,820	79.2%	47,895	3.0%
	BAWSCA Surcharge	328,000	351,444	107.1%	502,000	424,006	84.5%	486,480	-3.1%
5230-110	Utilities	310,000	325,684	105.1%	350,000	275,920	78.8%	350,000	0.0%
5312-110	Lab	45,000	33,157	73.7%	45,000	38,141	84.8%	35,000	-22.2%
5314-110	Regulatory Fees	125,000	129,895	103.9%	135,000	149,815	111.0%	155,000	14.8%
5350-110	Tools & Repair	6,000	3,295	54.9%	6,000	3,478	58.0%	6,000	0.0%
5412-110	Operating Supplies	2,000	13	0.7%	2,000	1,024	51.2%	2,000	0.0%
5623-110	Telephone and Internet	2,500	3,505	140.2%	2,500	4,810	192.4%	11,000	340.0%
5629-110	Vehicle Maintenance	30,000	10,971	36.6%	30,000	23,585	78.6%	30,000	0.0%
5632-110	Fuel	55,000	55,543	101.0%	55,000	54,671	99.4%	60,000	9.1%
5661-110	Uniforms & Safety Equip	2,500	2,620	104.8%	3,500	2,115	60.4%	3,500	0.0%
5670-110	Plant Repair & Maint.	25,000	15,474	61.9%	25,000	22,383	89.5%	25,000	0.0%
SUB-TOTAL		6,926,300	7,971,482	115.1%	7,002,500	6,938,096	99.1%	6,833,060	-2.4%
TOTAL		7,243,700	8,204,957	113.3%	7,383,500	7,252,773	98.2%	7,232,060	-2.1%

**North Coast County Water District
Budget Fiscal Year 2026-2027**

Division/Activity: Plant - 110

This category represents direct and indirect costs associated with the funding for the operations and maintenance of the District's plant operations, including water purchases, pump stations, water tank sites, and fleet service garage.

Salaries & Benefits

5111-110 Regular Salary - \$330,000
Provides funding for direct salary costs for two regular full-time employees. Provides for certification, longevity, and vacation pay. Also includes 3.3% increase in salaries based on the change in the April Consumer Price Index.
Increase \$35,000 (11.9%)

5112-110 Overtime – \$2,000
Provides funding for unscheduled overtime to respond to system emergencies.
No change requested.

5640-110 Payroll Taxes - \$24,000
Increase \$4,000 (20.0%)

5642-110 Health Insurance - \$43,000
Provides funding for fees charged to employee benefits (e.g. medical, dental insurance, etc.).
Decrease \$21,000 (-32.8%)

Operations

This category represents the costs associated with providing the materials, supplies and services necessary to support the daily operations of the division.

5130-110 - Water Purchases - San Francisco - \$6,155,560
Provides funding for water purchased from SFPUC and accounts for the wholesale rate increase of 7.4%, water service charge increase of 3.0%, and BAWSCA Bond Surcharge decrease of 3.1%.
This budget includes:

<i>Water Purchases:</i>	<i>\$ 5,621,185</i>
<i>Service Charge</i>	<i>\$ 47,895</i>
<i>BAWSCA Surcharge</i>	<i>\$ 486,480</i>

Decrease \$192,940 (3.0%)

5230-110 - Utilities - \$350,000
Provides for energy costs for operation of booster pump stations and all remote metered sites, including tank telemetry, etc.
No change requested.

5312-110 - Lab -	\$35,000
<i>Provides for performing Federal- and State-mandated water quality monitoring of the water supply. Includes routine source and distribution system monitoring, emergency repair sampling, and samples collected and analyzed at customer request. Decrease due to operation of the new Headquarters laboratory.</i>	
Decrease \$10,000 (-22.2%)	
5314-110 – Regulatory Fees -	\$155,000
<i>Provides for fees charged to the District for regulatory oversight by State and County agencies. Includes State Water Resources Control Board – Division of Drinking Water program permit fee and Environmental Laboratory Accreditation Program fee and for the San Mateo County Environmental Health Services fee to administer the cross-connection control program, fees for hazardous waste storage and for the Bay Area Air Quality Management District permit fees.</i>	
Increase \$20,000 (14.8%)	
5350-110 - Tools and Repair -	\$6,000
<i>Provides funding for the replacement/repair of various small tools on an as-needed basis.</i>	
No change requested.	
5412-110 - Operating Supplies -	\$2,000
<i>Provides for the purchase of water treatment chemicals, consumable products required for water quality monitoring operations and ongoing maintenance of pump stations. It also includes non-project specific supplies, rental tools or equipment, paint and consumables (such as grinding wheels, sandpaper, wire wheels, etc.).</i>	
No change requested.	
5623-110 - Telephone and Internet	\$11,000
<i>Provides funding for telephone lines located at various distribution sites and internet connectivity at tank sites.</i>	
Increase \$8,500 (340.0%)	
5629-110 - Vehicle Maintenance -	\$30,000
<i>Provides for services to maintain the District’s vehicles and fabrication of various specialized equipment.</i>	
No change requested.	
5632 -110 – Fuel -	\$60,000
<i>Provides funding for fuel for the District’s fleet of vehicles and mobile equipment.</i>	
Increase \$5,000 (9.1%)	
5661-110 - Uniforms and Safety Equipment -	\$3,500
<i>Provides for uniforms, jackets, shirts, worksite safety equipment such as</i>	

flasher barricades, safety vests, safety shoes, first aid kits, traffic cones, goggles, hard hats and gloves.

No change requested.

5670-110 - Plant Repair and Maintenance - \$25,000

Contingency for repairs, replacement and maintenance of pump stations, parts, plant valving, motors, and related appurtenant equipment.

No change requested.

Expense Distribution 120

Acct.#	Description	24/25 Adopted Budget	24/25 Total Activity	% Spent	25/26 Adopted Budget	25/26 Through April-May	% Spent	26/27 Proposed Budget	% Change
5111-120	Regular Salary	1,250,000	1,314,297	105.1%	1,340,000	1,238,131	92.4%	1,402,000	4.6%
5112-120	Overtime	30,000	50,776	169.3%	40,000	33,803	84.5%	40,000	0.0%
5113-120	Duty	80,000	81,421	101.8%	100,000	80,964	81.0%	94,000	-6.0%
5640-120	Payroll Taxes	87,500	92,385	105.6%	93,500	92,559	99.0%	106,000	13.4%
5642-120	Health Insurance	232,000	242,768	104.6%	260,000	245,428	94.4%	281,000	8.1%
SUB-TOTAL		1,679,500	1,781,648	106.1%	1,833,500	1,690,885	92.2%	1,923,000	4.9%
5230-120	Utilities	55,000	75,505	137.3%	65,000	61,941	95.3%	82,000	26.2%
5314-120	Other Services-Misc.	20,000	6,398	32.0%	50,000	4,669	9.3%	50,000	0.0%
5315-120	Contract Services	10,000	0	0.0%	10,000	1,328	13.3%	10,000	0.0%
5350-120	Tools & Equipment	15,000	7,796	52.0%	15,000	2,546	17.0%	15,000	0.0%
5412-120	Operating Supplies	4,000	2,532	63.3%	4,000	1,558	39.0%	4,000	0.0%
5420-120	Inventory	120,000	161,461	134.6%	135,000	73,428	54.4%	135,000	0.0%
5623-120	Cellular Service	15,000	17,086	113.9%	15,000	13,857	92.4%	15,000	0.0%
5661-120	Uniforms & Safety Equip	12,000	7,936	66.1%	12,000	4,376	36.5%	12,000	0.0%
5670-120	Dist.Repairs & Maintenance	75,000	64,848	86.5%	75,000	14,225	19.0%	75,000	0.0%
5730-120	Misc. Supplies & Expenses	20,000	5,047	25.2%	20,000	11,849	59.2%	20,000	0.0%
5750-120	Recycled Water Operations	8,000	8,125	101.6%	8,000	64	0.8%	8,000	0.0%
	Sub Total	354,000	356,734	100.8%	409,000	189,842	46.4%	426,000	4.2%
TOTAL		2,033,500	2,138,382	105.2%	2,242,500	1,880,727	83.9%	2,349,000	4.7%

Budget Fiscal Year 2026-27

Division Activity: Distribution - 120

This category represents direct and indirect costs associated with funding for the maintenance of the District's Distribution System, including the Recycled Water System.

Salaries & Benefits

5111-120 Regular Salary - \$1,402,000
Provides funding for direct salary costs for nine full-time employees, including step increases for eligible employees. Provides for certification, longevity, and vacation pay. Also includes 3.3% increase in salaries based on the change in the April Consumer Price Index.
Increase \$62,000 (4.6%)

5112-120 Overtime - \$40,000
Provides funding for unscheduled overtime to respond to unscheduled system emergencies.
No change requested.

5113-120 Duty - \$94,000
Provides funding for on-call duty personnel.
Decrease \$6,000 (-6.0%)

Benefits -

5640-120 Payroll Taxes - \$106,000
Increase \$12,500 (13.4%)

5642-120 Health Insurance - \$281,000
Provides funding for payments relating to employee benefits. (e.g., medical, dental insurance, etc.)
Increase \$21,000 (8.1%)

Operations

This category represents the costs associated with providing the materials, supplies and services necessary to support the daily operations of the division.

5230-120 - Utilities - \$82,000
Provides funding for electrical energy costs for operation of the District's telemetry and cathodic protection systems for the District's storage reservoirs.
Increase \$17,000 (26.2%)

5314-120 - Other Services - Miscellaneous - \$50,000
Includes funding for maintenance agreements for calibration adjustments of the cathodic protection and telemetry systems by outside contractors. Funding for telemetry/SCADA updates and additional site security included.
No change requested.

- 5315-120 Contract Services -** **\$10,000**
This line item pays for the services of miscellaneous consultants hired throughout the year for special studies, including backflow prevention services.
 No change requested.
- 5350-120 - Tools and Equipment -** **\$15,000**
Includes funding for replacement of various small tools on an as-needed basis.
 No change requested.
- 5412-120 - Operating Supplies -** **\$4,000**
Provides for the purchase of hardware consumable items including hardware, lumber, paint, nuts and bolts, and other supplies needed for the operation of the water system.
 No change requested.
- 5420-120 Inventory -** **\$135,000**
Provides for the purchase of pipes, fire hydrants, valves, vault boxes, fittings and other service connection items necessary to maintain inventory.
 No change requested.
- 5623-120 – Cellular Service -** **\$15,000**
Provides funding for maintenance and repair of the District’s dedicated lease line utilized for system telemetry analog interface between the District’s booster pump stations and the District’s SCADA system and for the field employees’ cellular telephones and tablets.
 No change requested.
- 5661-120 - Uniforms and Safety Equipment -** **\$12,000**
Provides for uniforms, jackets, shirts, worksite safety equipment such as flasher barricades, safety vests, safety shoes, first aid kits, traffic cones, goggles, hard hats, gloves, fire extinguishers, flashlights, etc.
 No change requested.
- 5670-120 Distribution Repairs & Maintenance –** **\$75,000**
Provides for the rental of equipment, and/or the purchase of materials and services necessary for repairs to the District’s distribution system including: valving, general system appurtenances, and asphaltic repairs.
 No change requested.
- 5730-120 Miscellaneous Supplies & Expenses** **\$20,000**
Provides for one-time expenditures for special projects and/or equipment.
 No change requested.
- 5750-120 Recycled Water Operations -** **\$8,000**
Provides for the costs associated with providing materials, supplies and services necessary to support the daily operations of Recycled Water Operations.
 No change requested.

Expense Administration 130

Acct.#	Description	24/25 Adopted Budget	24/25 Total Activity	% Spent	25/26 Adopted Budget	25/26 Through April-May	% Spent	26/27 Proposed Budget	% Change
5111-130	Regular Salary	1,040,000	1,181,125	113.6%	1,170,000	1,054,432	90.1%	1,250,000	6.8%
5112-130	Overtime	8,500	11,022	129.7%	10,000	10,971	109.7%	5,000	-50.0%
5640-130	Payroll Taxes	70,000	76,644	109.5%	80,000	73,799	92.2%	87,000	8.8%
5641-130	Workers Compensation	37,000	42,065	113.7%	45,000	46,907	104.2%	48,000	6.7%
5642-130	Health Insurance	245,000	150,948	61.6%	300,000	271,611	90.5%	300,000	0.0%
5642-130A	Retiree Health Insurance	285,000	225,177	79.0%	315,000	300,054	95.3%	330,000	4.8%
5643-130	Retirement	732,000	763,994	104.4%	815,000	804,181	98.7%	900,000	10.4%
5644-130	Retiree COLA Benefit	94,000	90,613	96.4%	94,000	82,409	87.7%	94,000	0.0%
5645-130	Directors' Health Insurance	92,000	50,691	55.1%	92,000	92,176	100.2%	92,000	0.0%
5646-130	Life Insurance	20,000	17,157	85.8%	30,000	10,908	36.4%	25,000	-16.7%
5647-130	Employee Welfare	5,000	5,756	115.1%	5,000	660	13.2%	5,000	0.0%
5940-130	Directors' Fees	17,000	17,338	102.0%	17,000	13,100	77.1%	17,000	0.0%
SUB-TOTAL		2,645,500	2,632,529	99.5%	2,973,000	2,761,207	92.9%	3,153,000	6.1%

	Description	24/25 Adopted Budget	24/25 Total Activity	% Spent	25/26 Adopted Budget	25/26 Through April-May	% Spent	26/27 Proposed Budget	% Change
<u>Operations</u>									
5514-130	Credit Card Fees	160,000	349,209	218.3%	200,000	191,970	96.0%	230,000	15.0%
5522-130	Bad Debt Write Off	10,000	0	0.0%	20,000	0	0.0%	10,000	-50.0%
5620-130	Advertising	8,000	10,758	134.5%	8,500	770	9.1%	8,500	0.0%
5621-130	Printing & Office Supplies	12,000	10,197	85.0%	15,000	11,230	74.9%	15,000	0.0%
5622-130	Utilities	20,000	11,405	57.0%	20,000	30,953	154.8%	45,000	125.0%
5623-130	Telephone and Internet	5,000	3,160	63.2%	15,000	15,623	104.2%	20,000	33.3%
5624-130	Janitor & Gardener	25,000	25,200	100.8%	35,000	19,960	57.0%	35,000	0.0%
5627-130	Postage	45,000	53,123	118.1%	48,000	40,489	84.4%	48,000	0.0%
5628-130	General Manager Expenses	7,000	8,090	115.6%	5,000	2,905	58.1%	5,000	0.0%
5630-130	Insurance	85,000	117,827	138.6%	165,000	122,777	74.4%	175,000	6.1%
5631-130	Off. Build. Maint. & Repairs	80,000	78,895	98.6%	60,000	30,834	51.4%	30,000	-50.0%
5637-130	Billing	200,000	215,231	107.6%	140,000	111,485	79.6%	140,000	0.0%
5650-130	Off. Equip. Rep/Maint/Pur	25,000	32,215	128.9%	30,000	32,102	107.0%	35,000	16.7%
5655-130	Off. Equip. Lease & Maint	10,000	8,576	85.8%	15,000	3,082	20.5%	10,000	-33.3%
5685-130	Water Ed/Comm. Service	15,000	9,949	66.3%	15,000	20,334	135.6%	15,000	0.0%

Acct.#	Description	24/25 Adopted Budget	24/25 Total Activity	% Spent	25/26 Adopted Budget	25/26 Through April-May	% Spent	26/27 Proposed Budget	% Change
5687-130	Water Conservation	38,500	34,172	88.8%	35,000	18,786	53.7%	35,000	0.0%
5720-130	Taxes & Assessments	3,000	2,028	67.6%	3,000	3,541	118.0%	3,500	16.7%
5730-130	Miscellaneous Expenses	6,000	7,221	120.3%	6,000	8,860	147.7%	6,000	0.0%
5732-130	Licenses & Certificates	2,000	887	44.4%	2,000	486	24.3%	2,000	0.0%
5733-130	Meals	4,000	2,093	52.3%	3,500	954	27.3%	3,500	0.0%
5734-130	Travel & Lodging	3,000	1,938	64.6%	5,000	187	3.7%	5,000	0.0%
5735-130	Employee Annual Recog	2,500	2,149	86.0%	2,500	2,536	101.4%	2,500	0.0%
5661-130	Uniforms & Safety Equip.	3,000	810	27.0%	3,000	370	12.3%	3,000	0.0%
Director's Expenses									
5941-130	Directors' Election Fees	20,000	0	-	0	0	-	0	-
5942-130	Directors' Conv. & Travel	8,000	4,113	51.4%	8,000	3,132	39.2%	8,000	0.0%
Employee Development									
5625-130	Meetings & Conferences	2,500	0	0.0%	2,500	0	0.0%	2,500	0.0%
5626-130	Dues & Membership	52,000	49,932	96.0%	60,000	58,272	97.1%	60,000	0.0%
5626-130A	BAWSCA Dues	105,000	103,654	98.7%	106,500	106,038	99.6%	106,500	0.0%
5635-130	Staff Training	25,000	9,473	37.9%	30,000	3,971	13.2%	30,000	0.0%
Professional Fees									
5680-130	Engineering Fees	150,000	198,760	132.5%	175,000	153,715	87.8%	125,000	-28.6%
5681-130	Legal Fees	120,000	129,175	107.6%	120,000	109,583	91.3%	120,000	0.0%
5682-130	Auditing & Accounting Fees	23,000	20,500	89.1%	30,000	20,850	69.5%	30,000	0.0%
5683-130	Misc. Professional Fees	140,000	221,790	158.4%	425,000	235,554	55.4%	245,000	-42.4%
5725-130	Rebate Programs	48,500	17,268	35.6%	48,500	5,537	11.4%	48,500	0.0%
SUB-TOTAL		1,463,000	1,747,765	119.5%	1,857,000	1,372,420	73.9%	1,657,500	-10.7%
5800-130	Debt Service - Interest	838,600	848,025	101.1%	809,325	668,137	82.6%	778,300	-3.8%
TOTAL ADMINISTRATION		4,947,100	5,228,319	105.7%	5,639,325	4,801,764	85.1%	5,588,800	-0.9%
2118	Debt Service - Principal	830,000	830,000	100.0%	860,000	860,000	100.0%	895,000	4.1%
TOTAL ADMIN. W/DEBT PRINCIPAL		5,777,100	6,058,319	104.9%	6,499,325	5,661,764	87.1%	6,483,800	-0.2%

Budget Fiscal Year 2026-2027

Division Activity: Administration - 130

This category represents direct and indirect costs associated with the personnel employed for the maintenance of the District's Administrative Services Division including the meter division.

Salaries & Benefits

5111-130 Regular Salary - \$1,250,000

Provides funding for direct salary costs for eight full-time employees, including step increases for eligible employees. Provides for certification pay, longevity pay, and vacation pay. Also includes 3.3% increase in salaries based on the change in the April Consumer Price Index.

Increase \$80,000 (6.8%)

5112-130 – Overtime - \$5,000

Provides funding for overtime in the administrative department and to respond to system emergencies.

Decrease \$5,000 (-50.0%)

5640-130 Payroll Taxes - \$87,000

Increase \$7,000 (8.8%)

5641-130 Workers' Compensation - \$48,000

Increase \$3,000 (6.7%)

5642-130 Health Insurance - \$300,000

No change requested.

5642-130A Retiree Health Insurance - \$330,000

Increase \$15,000 (4.8%)

5643-130 Retirement - \$900,000

Provides funding for covering CalPERS contributions and paying down the District's Unfunded Accrual Liability.

Increase \$85,000 (10.4%)

5644-130 Retiree COLA Benefit - \$94,000

No change requested.

5645-130 Directors' Health Insurance - \$92,000

No change requested.

5646-130 Life Insurance - \$25,000

Provides funding for employees and retirees.

Decrease \$5,000 (-16.7%)

5647-130 Employee Welfare - **\$5,000**
Provides funding for the employee wellness program that reimburses employees up to \$15 per month for gym memberships and reimbursements for employee educational expenses.
No change requested.

5940-130 – Directors’ Fees - **\$ 17,000**
Provides funding for the Board of Directors to attend the monthly Board meeting, committee meetings, and miscellaneous meetings.
No change requested.

Operations

This category represents the costs associated with providing the materials, supplies and services necessary to support the daily operations of the division.

5514-130 – Credit Card Fees - **\$230,000**
Provides funding for the third-party fees incurred for District customers to pay their utility bills with credit cards.
Increase \$30,000 (15.0%)

5522-130 Bad Debt Write Off - **\$10,000**
Provides funding for the accounts that the District must send to collections for non-payment.
Decrease \$10,000 (-50.0%)

5620-130 - Advertising - **\$8,500**
Includes funding for District’s legal notices and for any other advertisements the District may place during the year.
No change requested.

5621-130 - Printing & Office Supplies - **\$15,000**
Provides funding for all stationery, miscellaneous office supplies, District forms, newsletters, and the Consumer Confidence Report.
No change requested.

5622-130- Utilities - **\$45,000**
Provides funding for utilities and garbage services at the Headquarters.
Increase \$25,000 (125.0%)

5623-130 - Telephone and Internet - **\$20,000**
Provides funding for telephone service and internet service for the Headquarters and cellular service for administrative staff.
Increase \$5,000 (33.3%)

<u>5624-130 Janitor & Gardener-</u>	<u>\$35,000</u>
<i>Provides funding for gardening services around the District's reservoirs, the District Headquarters, and District sponsored medians and janitorial supplies and services for the Headquarters.</i>	
No change requested.	
<u>5627-130 - Postage -</u>	<u>\$48,000</u>
<i>Provides funding for mailing of all customer bills and District correspondence, including postage for annual Consumer Confidence Report and annual rate notice postcard.</i>	
No change requested.	
<u>5628-130 - General Manager Expenses -</u>	<u>\$5,000</u>
<i>Provides funding for miscellaneous expenses the General Manager might incur including education, conventions, meetings, conferences, and luncheons.</i>	
No change requested.	
<u>5630-130 - Insurance -</u>	<u>\$175,000</u>
<i>Provides funding for the ACWA JPIA premiums for liability, property, and cybersecurity insurance.</i>	
Increase \$10,000 (6.1%)	
<u>5631-130 - Office Building Maintenance & Repairs</u>	<u>\$30,000</u>
<i>Provides funding for the regular maintenance and monitoring of District's facilities, including HVAC, solar, car charging, elevator, fire alarm, and security systems for District Headquarters.</i>	
Decrease \$30,000 (-50%)	
<u>5637-130 – Billing Software Fees</u>	<u>\$140,000</u>
<i>Provides funding for the billing system software (1) annual fees and (2) fees for needed software maintenance. Also includes funding for per-transaction fees for District customers to pay their bills online or with the pay-by-phone system that are charged by vendor.</i>	
No change requested.	
<u>5650-130 – Office Equipment Repair/Maintenance/Purchase-</u>	<u>\$35,000</u>
<i>Provides funding for the repair/maintenance/replacement of equipment that may be needed. Includes ongoing software costs for office productivity and cybersecurity.</i>	
Increase \$5,000 (16.7%)	
<u>5655-130 – Office Equipment Lease & Maintenance-</u>	<u>\$10,000</u>
<i>Provides funding for maintenance agreements and leases for various pieces of equipment.</i>	
Decrease \$5,000 (-33.3%)	
<u>5685-130 - Water Education/Community Outreach</u>	<u>\$15,000</u>
<i>Provides funding for the District's water education program, miscellaneous community events, and for various consumable products. Includes funding for</i>	

water conservation education and outreach.

No change requested.

5687-130 – Water Conservation- \$35,000

Provides funding for BAWSCA water conservation subscription programs, miscellaneous water conservation activities, and miscellaneous water conservation consumables.

No change requested.

5720-130 Taxes & Assessments - \$ 3,500

Provides funding for miscellaneous taxes the District must pay on fuel and for the CalOSHA compliance certificate.

Increase \$500 (16.7%)

5730-130 - Miscellaneous Expenses - \$6,000

Provides funding for various miscellaneous items.

No change requested.

5732-130 – Licenses & Certificates \$2,000

Provides funding for employee licenses and certificates.

No change requested.

5733-130 – Meals \$3,500

Provides funding for meals while attending trainings and conferences, and meals for staff meetings and trainings.

No change requested.

5734-130 – Travel & Lodging \$5,000

Provides funding for expenditures on travel and lodging for staff training and conferences.

No change requested.

5735-130 – Employee Annual Recognition \$2,500

Provides funding for the employee recognition meal and for miscellaneous employee awards.

No change requested.

5661-130 – Uniforms & Safety Equipment - \$3,000

Provides funding for the uniforms required in the meter division and for various District apparel for the office staff. Also includes funding for miscellaneous safety equipment.

No change requested.

Directors' Expenses

5941-130 – Directors' Election Fees - \$0

Provides funding for expenses related to District elections.

No change requested.

5942-130 – Directors’ Conventions & Travel - **\$8,000**
Provides funding for the Directors to attend various meetings and conferences.
No change requested.

Employee Development

This category represents costs associated with the provision of services and materials that enhance the professional growth and development of personnel.

5625-130 - Meetings and Conferences - **\$2,500**
Provides funding for meetings and conferences associated with job assignments or training. Attendance is geared toward personnel development and the advancement of departmental effectiveness. Staff regularly attends organizational meetings that include the American Water Works Association, Northern California Backflow Prevention Association, Association of California Water Agencies and other associations on an as-needed basis.
No change requested.

5626-130 - Dues & Membership - **\$60,000**
This line item represents costs paid to organizations that provide professional resources to the District and enhance the professional growth and development of personnel.
No change requested.

5626-130A BAWSCA Dues - **\$106,500**
Funds the District’s apportionment of the BAWSCA Assessment that funds the BAWSCA annual budget.
No change requested.

5635-130 - Staff Training - **\$30,000**
Provides funding for outside professional training services. Additional training budgeted for Cross Connection Control Program and Class A/B drivers license training.
No change requested.

Professional Fees

5680-130 - Engineering Fees - **\$125,000**
Provides funding for the District Engineer and miscellaneous administrative projects provided by the District’s engineering consultants. Funding included for preparation of the Annual Water Supply and Demand Assessment (AWSDA), GIS support, and surveying.
Decrease \$50,000 (-28.6%).

5681-130 Legal Fees - **\$120,000**
Provides funding for the administrative services of the District’s legal counsel including the attendance at District meetings.
No change requested.

5682-130 - Auditing & Accounting Fees - \$30,000

Provides funding for the preparation of the District's annual audit and actuarial fees. Additional funding provided for services to update the calculation of the District's OPEB liability.

No change requested.

5683-130 - Misc. Professional Fees - \$245,000

Provides funding for outside professional services including IT support, website maintenance, graphic design, land appraisals, fog research, strategic consultants, rate study consultants, real estate consultants, human resources/finance consultants, bond fund financial reporting.

Decrease \$180,000 (-42.2%)

5725-130 - Rebate Programs - \$48,500

Provides funding for the District's ongoing toilet rebate program, rain barrel rebate program, Lawn Be Gone program, and smart irrigation controller rebate program.,

No change requested.

5800-130 Debt Service Interest - \$778,300

This line item funds the District's interest payment on debt service for the 2012 CSCDA bond the 2021 Water System Financing Project.

Decrease \$31,025 (-3.8%)

2118 Debt Service Principal - \$895,000

This line item funds payment on debt service principal for the 2012 CSCDA bond the 2021 Water System Financing Project.

Increase \$35,000 (4.1%)

DIRECTORS

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SCOTT DALTON
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STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: June 17, 2026
 RE: Adopt FY 2026-2027 Capital Improvement Program Budget

SUMMARY

The proposed FY 2026-27 Capital Improvement Program (CIP) budget, attached, includes funding for critical work to improve the District's facilities and operations. The following projects and programs are included in the budget for next fiscal year: emergency pipeline repairs, replacement of District fleet vehicles, water storage tank maintenance and repairs, in addition to many other items.

On June 10, 2026, the CIP Committee held a meeting to review and discuss the proposed FY 26-27 CIP Budget and provided feedback to staff. On June 11, 2026, the Finance Committee held a meeting to review and discuss the proposed FY 26-27 CIP Budget and provided feedback to staff.

FISCAL IMPACT

The proposed budget for the FY 2026-27 CIP is \$1,104,000, which is significantly lower than the CIP for the past several years. The budget presented here aligns with the CIP budget shown in the District's 2026 Water Rate and Cost of Service Study. Sufficient revenue from the District's rates and non-operational revenues is estimated to be available to fund the proposed CIP budget.

RECOMMENDATION

Staff recommends that the Board adopt the proposed FY 2026-27 Capital Improvement Program budget as presented here.

ATTACHMENT

A. Draft FY 2026-2027 Capital Improvement Program Budget

Expense Capital Improvement and Bond Projects

Account Number	Description	FY 24-25		FY 25-26	FY 25-26	FY 26-27
		Budget	Final 24-25	Budget	Spent Thru April 2026	Budget
Portable Piping Improvements						
1117-130	21" Transmission Main Pipeline Project	\$100,000	\$0	\$100,000	\$0	\$50,000
	Shoreside Levee Pipeline Replacement	\$375,000	\$0	\$0	\$0	\$0
1117-145	Emergency Pipeline Repairs	\$650,000	\$434,873	\$100,000	\$0	\$100,000
1117-149	Loop at Everglades Dr. Pipeline Replacement	\$1,350,000	\$925,843	\$850,000	\$716,031	\$0
	Pressure Zone 1 Transmission Line Evaluation	\$100,000	\$0	\$100,000	\$0	\$0
	FY 27-28 Potable Pipeline Improvements - Design	-	-	\$500,000	\$0	\$300,000
Miscellaneous Projects						
1118-122B	Vehicle Replacement - Pickup Trucks	\$85,000	\$71,475	\$215,000	\$261,937	\$55,000
1118-135	Automated Metering Infrastructure Pilot Study	\$50,000	\$46,943	\$700,000	\$6,505,680	\$0
1118-160	Water System Hydraulic Model Update & Integration with GIS	\$20,000	\$9,205	\$20,000	\$107,134	\$20,000
Potable Storage Tank/Reservoir Projects						
1117-134	Christen Hill Tank Exterior Painting Project	\$1,000,000	-	\$500,000	\$0	\$0
	Tank Recoating and Repairs Project					\$150,000
1117-118A	Park Pacifica Tank and Pump Station Upgrades	\$700,000	\$81,000	\$1,790,000	\$140,177	\$0
Annual Projects						
1117-112	Reservoir Site Paving Project (Annual)	\$12,000	\$0	\$12,000	\$0	\$12,000
1117-113	Reservoir Fence Maintenance (Annual)	\$12,000	\$0	\$12,000	\$0	\$12,000
1117-145	Annual Valve Excercise Program	\$5,000	\$0	\$5,000	\$0	\$5,000
1117-145	Annual Flushing & Dead-end Blow Off Project	\$10,000	\$0	\$10,000	\$0	\$10,000
1117-165	Easement Protection(Annual Program)	\$15,000	\$0	\$15,000	\$0	\$15,000
1117-169	Meter Replacement Program	\$160,000	\$54,697	\$5,000	\$2,231	\$10,000
1117-170	Fire Hydrant Replacement Project	\$120,000	\$0	\$120,000	\$40,082	\$40,000
1117-183B	Pressure Regulator Station Upgrades	\$220,000	\$4,513	\$220,000	\$681	\$40,000
Building Project						
1118-112B	Francisco Headquarters Upgrade	\$12,500,000	\$13,323,026	\$3,580,000	\$3,528,203	\$100,000
1118-172B	Computer Upgrades/SCADA, Office	\$15,000	\$5,214	\$20,000	\$16,951	\$70,000
Recycled Water Project						
1116-201B	Recycled Water	\$10,000	\$0	\$10,000	\$0	\$10,000
Reservoir Construction Projects						
1117-135	Sheila Tank - Consultant/Inspectors	\$20,000	\$8,050	\$5,000	\$6,687	\$0
1117-135	Sheila Tank - Construction	\$5,400,000	\$2,666,425	\$500,000	\$478,875	\$0
1117-137	Fassler Tank - Design / Construction	\$540,000	\$274,370	\$500,000	\$60,511	\$50,000
Water Availability Study						
1116-610A	San Pedro Creek Feasibility Study	\$250,000	\$70,457	\$170,000	\$21,613	\$50,000
1118-130	Equipment (Fog Collectors)	-	-	-		\$5,000
Totals		\$23,729,000	\$17,976,090	\$10,059,000	\$11,886,792	\$1,104,000
Total Bond Funded		\$17,920,000	\$14,082,521	\$3,580,000	\$4,753,896	\$0
Total Grant Funded		N/A	N/A	N/A	\$6,086,762	\$0
Total Pay-Go Funded		\$5,809,000	\$3,893,570	\$6,479,000	\$1,046,135	\$1,104,000

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 – OPERATIONS

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STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: June 17, 2026
 RE: Adopt Resolution No. Amending the District's Labor Rates to be Charged for District Services

BACKGROUND

The District's Rate and Fee Schedule provides that customers and applicants are to be charged "at cost" for various District services. The most frequently billed District services pertain to new connections to the distribution system, including installation of new meters and requests for static pressure or hydrant flow readings.

The most recent amendment to the District's labor rates was in June 2025 by adoption of Resolution No. 1175.

The proposed labor rates listed in Attachment A reflect the District's most recent salary schedule, to be adopted June 17, 2026.

RECOMMENDATION(S):

District Staff recommends the Board of Directors Adopt Resolution No. Amending the District's Labor Rates to be Charged for District Services.

ATTACHMENT

A. Resolution No. Amending the District's Labor Rates to be Charged for District Services

Attachment A

RESOLUTION NO. _____

AMENDING LABOR RATES TO BE CHARGED FOR DISTRICT SERVICES

NORTH COAST COUNTY WATER DISTRICT

WHEREAS, the District Rate and Fee Schedule provides that customers and applicants are to be charged "at cost" for various District services; and

WHEREAS, the Rate and Fee Schedule provides that the Board of Directors is to establish the hourly rates of District labor for this purpose from time to time; and

WHEREAS, the General Manager has so recommended.

NOW, THEREFORE, the Board of Directors of North Coast County Water District establishes the following hourly rates and amends Resolution No. 1165 as follows:

Office

Temporary Assistance	\$54
Customer Service Representative I	\$68
Customer Service Representative II	\$72
Utility Billing Specialist	\$83
Management Analyst I	\$89
Management Analyst II	\$106
Secretary to the Board	\$98
Customer Service Supervisor	\$110
Admin. Services Mngr./Accountant	\$140
General Manager	\$242

Field

Utility Maintenance Worker I	\$65
Utility Maintenance Worker II	\$79
Utility Maintenance Worker III	\$86
Mechanic/Fleet	\$82
GIS Technician	\$70
Plant Technician/ Lead Water Operator	\$99
Lab Technician	\$92
Field Supervisor/ Plant & Mechanical Supervisor	\$120
Superintendent	\$160
Assistant General Manager – Operations	\$173

A charge of 20 percent of the above hourly rates will be added to all charges for field employees to cover the cost of administrative support.

PASSED AND ADOPTED this 17th day of June, 2026, by the following vote:

AYES

NOES:

ABSTAIN:

ABSENT:

ATTEST:

President, Board of Directors
North Coast County Water District

Secretary of the Board

DIRECTORS

WILLIAM HAUSER, *President*
 ANNE DEJARNATT, *Vice-President*
 RON ASH, *Director*
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STAFF REPORT

DATE: June 17, 2026
 TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 RE: Approval of EKI Environment & Water, Inc Task Order 26-02 in the Amount of \$93,500 for Continuing Capital Improvement Program Support and As-Needed Engineering Services – Fiscal Year 2026-2027

BACKGROUND

EKI Environment and Water (EKI) has been performing CIP project implementation services for the District since February 2020. Currently, EKI's services are performed in accordance with the Professional Services Agreement for District Engineering Services executed February 3, 2026. EKI has been performing CIP Implementation Services on a task order basis, most recently approved in February 2025 and amended in June and September 2025 for a total not to exceed amount of \$230,400 (Task Order 25-02). The prior budget was intended to cover services through the end of calendar year 2025, but it has lasted through the end of May 2026.

Since 2020, EKI has assisted the District in the CIP budgeting and implementation process, participated in CIP progress meetings, developed and managed the District's hydraulic model, performed developer plan reviews, and delivered additional engineering support on a continual basis. The District requested that EKI provide a proposal to continue to provide these services in 2025, included in this report as Attachment A. As part of Task Order 25-02, EKI updated and calibrated the District's hydraulic model and assisted with planning and budgeting the CIP for the upcoming five years, provided owner support for the Sheila Tank and Fassler Tank projects, and provided plan review and modeling services for development projects, among other tasks.

INFORMATION

The District requested that EKI provide a proposal to continue to provide these services in fiscal year 2026-2027, included in this report as Attachment A. As part of its proposed scope of work, assist with prioritization of pipeline CIP projects, review and update the District's standard details and specifications, and provide continued engineering support for both the Sheila Tank Replacement and Fassler Tank Replacement Projects. Additionally, EKI will deliver as-needed GIS and modeling services and miscellaneous engineering services, when requested. EKI proposes a budget of \$93,500 for performing Tasks 1 through 6, and compensation for consulting services by EKI will be on a time and expense reimbursement basis in accordance with their current Schedule of Charges.

FISCAL IMPACT

The overall cost to the CIP support services in Task Order 26-02 is \$93,500. Budget for these

services is allocated under different project categories in the FY 2026-2027 CIP Budget and also under the Engineering Fees budget in the FY 2026-2027 Operating Budget.

RECOMMENDATION

Staff recommends that the Board Authorize the General Manager to Enter into Task Order 26-02 Continuing Capital Improvement Program Support and As-Needed Engineering Services – Fiscal Year 2026-2027 in an Amount Not-to-Exceed \$93,500.

ATTACHMENTS

- A. Proposal for Continuing Capital Improvement Program Support and As Needed Engineering Services – Fiscal Year 2026-2027, Dated June 10, 2026

10 June 2026

Adrienne Carr, Ph.D.
General Manager
North Coast County Water District
2400 Francisco Blvd
Pacifica, CA 84044

Subject: Proposal for Continuing Capital Improvement Program Support and As-Needed Engineering Services – FY 2026-2027
North Coast County Water District, Pacifica, CA
(EKI C60008.02)

Dear Dr. Carr:

EKI Environment & Water, Inc. (EKI) respectfully submits this proposal to provide additional as-needed consulting services to assist the North Coast County Water District (District) with the development and implementation of its Capital Improvement Program (CIP) and other as-needed engineering services in fiscal year (FY) 2026-2027.

BACKGROUND

In its role as District Engineer, EKI has been assisting the District in budgeting for and implementing its CIP, serving as owner's representative for several CIP projects, developing and managing the District's hydraulic model, providing plan reviews, and providing other as-needed engineering support. The District has requested continued support for these services in FY 2026-2027.

PROPOSED SCOPE OF WORK

EKI will provide the District with continued consulting services for planning and implementation of its CIP and as-needed engineering services. Detailed descriptions of specific tasks to be performed by EKI are anticipated to include those described below.

Task 1 – Finalize Prioritization of Pipeline CIPs

As part of the previous Task Order 25-02, EKI completed hydraulic model updates and calibration and a condition assessment to refine the prioritization of recommended pipeline improvement projects. Under this Task, EKI and the District will program specific pipeline improvements into the District's 5-year CIP based on recommended prioritization, the approved 5-year CIP budget, and other factors including City of Pacifica paving moratorium schedules.

Deliverables:

- Draft and Final CIP cashflows for specific pipeline CIPs.

Assumptions:

- EKI will participate in one workshop with District staff to confirm pipeline projects to include in the 5-year CIP.

Task 2 – District Standard Details and Specifications Review and Update

The District last updated its Standard Specifications and Construction Details in 2013. The District and EKI have identified several items that need to be updated and added based on current regulations (e.g., 2023 Cross Connection Control Handbook), District preferences, and availability of new products. EKI will work closely with the District’s operations staff to confirm a list of necessary details and equipment preferences. EKI will provide a draft of updated details and specification for the District to review before finalizing.

Deliverables:

- Draft and final set of standard details (.dwgs and PDFs)
- Draft and final standard specifications (Word files and PDFs)

Key Assumptions:

- EKI will participate in one kickoff meeting and two workshops with District staff to review updates.

Task 3 – Sheila Tank Replacement Project Closeout Support

EKI will continue to provide project closeout support for the Sheila Tank Replacement Project during the remainder of construction. Specific tasks are anticipated to include:

- Assistance with resolving disputes between the Contractor and Engineer;
- Review of record drawings;
- Assistance with preparation of notice of completion; and
- Coordination and communications with the District, Contractor, and Engineer/Construction Manager.

Task 4 – Fassler Tank Replacement Project Support

EKI will continue to provide support for the Fassler Tank Project during design and permitting. Specific tasks are anticipated to include:

- Management of design and permitting consultants;
- Review of design deliverables and environmental documents;
- Participation in project calls;
- Coordination with the City and other stakeholders; and
- Performance of hydraulic analyses to support the design.

Task 5 – Miscellaneous As-Needed Engineering Services

While the exact scope of services cannot be defined at this time, EKI will provide general consulting services on an as-needed basis including attending and presenting at meetings, preparing correspondence, and providing technical or programmatic support on various CIP and engineering issues. These as-needed services will also include plan reviews and hydraulic model support and analyses. Specific tasks may include the following:

- Completing feasibility or alternative analyses for potential CIP projects;
- Field inspections and condition assessments of existing infrastructure;
- Providing engineering support for emergency pipeline projects;
- Managing requests for proposals for engineering services for planned CIP;
- Providing third-party reviews for engineer deliverables prepared by others;
- Providing development plan reviews;
- Preparing materials and presenting to the Board of Directors; and/or
- Developing scopes of work for engineering services for planned CIPs.

As-needed services will only be performed if authorized by the District. EKI's time will be tracked by each authorized task.

Task 6 – On-Call Geographic Information System and Hydraulic Modeling Support

EKI will continue to support the District in maintaining and updating the District's Geographic Information System (GIS) geodatabase and assist with as-needed GIS tasks.

Tasks are anticipated to include:

- Assistance in fulfilling map requests within the District's service area;
- Fulfilling hydraulic modeling requests for development projects;
- Updating the geodatabase to reflect recently completed improvement projects or map discrepancies discovered in the field;
- Maintenance and support tasks for the Service Line Inventory/Meter Project or other requested District inventory projects;
- Updating the Leak Report and Water Quality Complaint maps on a quarterly basis;
- Assisting the District with implementing other potential GIS projects;
- General technical input for other GIS improvements; and
- Meetings with District on an as-needed basis to review progress or findings of assigned tasks.

For map requests, EKI will produce maps in electronic (PDF) format. EKI will conduct necessary meetings as-needed to present recommendations to the District.

PROJECT SCHEDULE

EKI will continue to perform this scope of work in accordance with a mutually agreeable schedule.

COMPENSATION

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our current Schedule of Charges. Based on the proposed Scope of Work described above, we propose a not-to-exceed budget of \$93,500 for the completion of Tasks 1 through 6, as detailed in Table 1, which will not be exceeded without additional authorization from the District.

Table 1. Proposed Budget for CIP Support and As-Needed Engineering Services – FY 2026-2027

Task	Description	Task Total
1	Finalize Prioritization of Pipeline CIPs	\$5,000
2	District Standard Details and Specifications Review and Update	\$36,000
3	Sheila Tank Replacement Project Closeout Support	\$2,500
4	Fassler Tank Replacement Project Support	\$10,000
5	Miscellaneous As-Needed Engineering Services	\$20,000
6	On-Call GIS Support	\$20,000
Total Estimated Budget		\$93,500

TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule herein, EKI's services will be performed in accordance with our Professional Services Agreement dated 3 February 2026.

EKI understands that the District will issue a task order that will incorporate this proposal as an exhibit.

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

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.
Principal Engineer

DIRECTORS

WILLIAM HAUSER, *President*
 ANNE DEJARNATT, *Vice-President*
 RON ASH, *Director*
 JOSHUA COSGROVE, *Director*
 JOHN VALLERO, *Director*

2400 Francisco Blvd.
 P.O. Box 1039
 Pacifica, CA 94044
 www.nccwd.com

**STAFF**

ADRIANNE CARR, Ph.D.
 GENERAL MANAGER

SCOTT DALTON
 ASSISTANT GENERAL MANAGER
 – OPERATIONS

Phone (650) 355-3462
 Fax (650) 355-0735

STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: June 17, 2026
 RE: Authorize the General Manager to Enter into a Professional Services Agreement with Voler Strategic Advisers for External Communications Support in an Amount Not to Exceed \$72,000

BACKGROUND/INFORMATION

In August 2024, the Board of Directors authorized the General Manager to enter into a Professional Services Agreement with Voler Strategic Advisers (Voler) to enhance communications and strengthen community outreach and public engagement. Voler offers a variety of services including, but not limited to, video production, digital campaigns, social media support, media and journalism support and staff training, grant application support, branding and image, and aiding intergovernmental relations.

Over the past year, staff has collaborated with Voler on several projects, including producing multiple public awareness videos, creating content for the District's new website, and developing instructional videos for water audits and the District's recycled water fill station. Additionally, staff and members of the Board of Directors worked with a strategic advisor at Voler to meet with several local officials, including Congressman Sam Liccardo, Supervisor Ray Mueller, and Senator Josh Becker, to discuss local issues and the possibility of grant funding.

ISSUE

The General Manager is seeking approval to enter into contract with Voler for FY 2026-27. Voler's experience with the grant application process and their ability to communicate with government officials could assist the District in securing funding for essential infrastructure projects. In addition, staff would like to produce additional video content to inform the community about the District's Capital Improvement Program and water conservation awareness. The District is also interested in various staff training offered by Voler.

FISCAL IMPACT

The cost for External Communication Support would not exceed \$72,000 for the one-year contract. Costs for these services are included in the proposed FY 2026-27 Operating Budget.

RECOMMENDATION

Staff recommends that the Board authorize the General Manager to enter into a professional services agreement with Voler Strategic Advisers for External Communications Support in an amount not to exceed \$72,000.

ATTACHMENTS

- A. Voler Strategic Advisers Proposal for External Communications Support, and Professional Services Agreement, dated April 13, 2026

ATTACHMENT A



NORTH COAST COUNTY WATER DISTRICT



Agreement

April 13, 2026

www.VolerSA.com



April 13, 2026

Adrienne Carr, General Manager
North Coast County Water District
80 Eureka Square, Suite #219
Pacifica, CA 94044

Dear Ms. Carr:

Thank you for the opportunity to present this agreement between Voler Strategic Advisors (VSA) and the North Coast County Water District. The details are as follows:

Duration of Agreement

July 1, 2026 - June 30, 2027

Monthly fee billed the beginning of each month

\$ 6,000

Services

External communications support

We look forward to working with you.

A handwritten signature in black ink, appearing to read "Rolando A. Bonilla".

Rolando A. Bonilla

If you agree to the above terms, please sign and date below:

Adrienne Carr, General Manager

Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT ("Agreement") is made as of the 1st day of July by and between the North Coast County Water District ("DISTRICT") and Voler Strategic Advisors ("CONSULTANT").

WHEREAS, DISTRICT desires to obtain professional services for CONSULTANT to provide external communications support services and

WHEREAS, the CONSULTANT is ready, willing, and able to provide such services, and provided a proposal in response to the DISTRICT's request.

NOW, THEREFORE, the parties agree as follows:

1. RENDITION OF SERVICES. The CONSULTANT agrees to provide professional services to the DISTRICT in accordance with the terms and conditions of this Agreement ("Services"). In the performance of its Services, CONSULTANT represents that it has and will exercise that degree of professional care, skill, efficiency and judgment ordinarily employed by consultants providing similar services.

2. SCOPE OF SERVICES. The scope of the CONSULTANT's Services shall consist of the services set forth in Exhibit A.

3. SCHEDULE. CONSULTANT shall begin work upon the issuance of a written Notice to Proceed by the District. The work shall take place over the one-year period of the contract.

4. COMPENSATION AND METHOD OF PAYMENT. CONSULTANT shall perform all work set forth in Attachment A for a sum not to exceed seventy-two thousand dollars (\$72,000.00). The total Contract Amount shall include all labor, materials, taxes, insurance, subconsultant costs, overhead and profit, and all other costs and expenses incurred by CONSULTANT.

CONSULTANT shall submit an invoice each month based on the agreed-upon monthly retainer cost of six thousand dollars (\$6,000.00) by CONSULTANT as described in Exhibit A. The DISTRICT shall pay the approved invoice within thirty (30) days of receipt by the DISTRICT.

5. PERSONNEL. CONSULTANT represents that it has, or will secure at its own expense, all personnel required in performing all of the Services required under this Agreement. Such personnel shall not be employees of or have any contractual relationships with the DISTRICT. All the services required hereunder will be performed by CONSULTANT or under its supervision and all personnel engaged in the Services shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

6. DISTRICT REPRESENTATIVE. Except when approval or other action is required to be given or taken by the Board of Directors, the General Manager of the District, or such person or persons as she shall designate in writing from time to time, shall represent and act for the District.

7. CONSULTANT'S STATUS. Neither the CONSULTANT nor any party contracting with the CONSULTANT shall be deemed to be an agent or employee of the DISTRICT. The CONSULTANT is and shall be an independent contractor, and the legal relationship of any person performing services for the CONSULTANT's shall be one solely between said parties.

8. OWNERSHIP OF WORK. All reports, designs, drawings, plans, specifications, schedules, and other materials prepared, or in the process of being prepared, for the Services to be performed by CONSULTANT shall be and are the property of the DISTRICT. The DISTRICT shall be entitled to access to and copies of these materials during the progress of the work. Any property of the DISTRICT in the hands of the CONSULTANT or in the hands of any subcontractor upon completion or termination of the work shall be immediately delivered to the DISTRICT. If any property of the DISTRICT is lost, damaged or destroyed before final delivery to the DISTRICT, the CONSULTANT shall replace it at its own expense and the CONSULTANT hereby assumes all risks of loss, damage or destruction of or to such materials. The CONSULTANT may retain a copy of all material produced under this agreement for its use in its general business activities.

9. CHANGES. The DISTRICT may, at any time, by written order, make changes within the scope of work and Services described in this Agreement. If such changes cause an increase in the budgeted cost of or the time required for performance of the agreed upon work, an equitable adjustment as mutually agreed shall be made in the limit on compensation as set forth in Section 4 or in the time of required performance as set forth in Section 3, or both. In the event that CONSULTANT encounters any unanticipated conditions or contingencies that may affect the scope of work or Services and result in an adjustment in the amount of compensation specified herein, CONSULTANT shall so advise the DISTRICT immediately upon notice of such condition or contingency. The written notice shall explain the circumstances giving rise to the unforeseen condition or contingency and shall set forth the proposed adjustment in compensation. Such notice shall be given the DISTRICT prior to the time that CONSULTANT performs work or services related to the proposed adjustment in compensation. Any and all pertinent changes shall be expressed in a written supplement to this Agreement prior to implementation of such changes.

10. RESPONSIBILITY; INDEMNIFICATION. CONSULTANT shall, to the fullest extent allowed by law, with respect to all services performed in connection with the Agreement, indemnify, defend, and hold harmless the DISTRICT and its officers, officials, agents, employees and volunteers from and against any and all liability, claims, actions, causes of action, losses, damages, costs, or demands whatsoever against any of them, including any injury to or death of any person or damage to property or other liability of any nature, that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of CONSULTANT or CONSULTANT 's employees, officers, officials, agents or independent contractors. Such losses, damages, and costs shall include reasonable attorneys' fees of counsel of DISTRICT 's choice, expert fees and all other costs and fees of litigation. CONSULTANT shall not be obligated under this Agreement to indemnify DISTRICT to the extent that the damage is caused by the active negligence or willful misconduct of DISTRICT, its agents or employees. To the fullest extent permitted by law, this indemnity shall survive the termination or expiration of this Agreement.

11. INSURANCE.

A. Workers' Compensation. CONSULTANT shall procure and maintain at all times during the performance of the Services, Workers' Compensation Insurance in

conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease. Prior to commencement of work under this Agreement by any such employee, CONSULTANT shall deliver to the DISTRICT a Certificate of Insurance which shall stipulate that thirty (30) days advance written notice of cancellation, non-renewal or reduction in limits shall be given to the DISTRICT. Such insurance shall also contain a waiver of subrogation in favor of the DISTRICT and its directors, officers, and employees while acting in such capacity, and their successors and assignees, as they now, or as they may hereafter be constituted, singly, jointly or severally.

B. Bodily Injury, Death and Property Damage Liability Insurance.

1) Commercial General Liability. Consultant also shall maintain at all times during the performance of this Agreement General Liability Insurance with a limit for each occurrence of Two Million Dollars (\$2,000,000) or the full per occurrence limits of the policies available, whichever is greater for, naming as additional insureds, in connection with Consultant's activities, the District and its directors, officers, employees, and engineer and agents.

2) Automobile Liability. Consultant shall maintain automobile liability insurance of not less than One Million Dollars (\$1,000,000) for bodily injury and property damage per occurrence.

3) The Commercial General Liability and Automobile Liability Insurance policies will be primary insurance and the insurance companies providing such policies will be liable for the full amount of any loss or claim which Consultant is liable up to and including the total limit of liability, without right of contribution from any other insurance effected or which may be effected by the District.

Inclusion of the DISTRICT as an additional insured shall not in any way affect its rights as respects to any claim, demand, suit or judgment made, brought or recovered against CONSULTANT. The policy shall protect CONSULTANT and the DISTRICT in the same manner as though a separate policy had been issued to each, but nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest had been named as an insured. Such insurance shall also contain a waiver of subrogation in favor of the DISTRICT and its directors, officers, and employees while acting in such capacity, and their successors and assignees, as they now, or as they may hereafter be constituted, singly, jointly or severally

Prior to commencement of work hereunder, CONSULTANT shall deliver to the DISTRICT a Certificate of Insurance which shall indicate compliance with the insurance requirements of this paragraph and shall stipulate that thirty (30) days' advance written notice of cancellation, non-renewal or reduction in limits shall be given to the DISTRICT.

C. Professional Liability Insurance. CONSULTANT shall also maintain Professional Liability Insurance covering CONSULTANT's performance under this Agreement with a limit of liability of One Million Dollars (\$1,000,000) for any one claim and \$2,000,000 policy aggregate. This insurance shall be applicable to claims arising out of or related to the performance of this Agreement. Prior to commencing work under this Agreement, CONSULTANT shall furnish to the DISTRICT a Certificate of Insurance, or certified copy of the Insurance policy if requested, indicating compliance with requirements of this paragraph. Such certificate or policy shall further

stipulate that 30 days' advance written notice of cancellation, non-renewal or reduction in limits shall be given to the DISTRICT.

D. Deductibles and Retentions. CONSULTANT shall be responsible for payment of any deductible or retention on CONSULTANT's policies without right of contribution from the DISTRICT. Deductible and retention provisions shall not contain any restrictions as to how or by whom the deductible or retention is paid. Any deductible or retention provision limiting payment to the Named Insured is unacceptable.

In the event that the policy of the CONSULTANT or any subcontractor contains a deductible or self-insured retention, and in the event that the DISTRICT seeks coverage under such policy as an additional insured, CONSULTANT shall satisfy such deductible or self-insured retention to the extent of loss covered by such policy for a lawsuit arising from or connected with any alleged act or omission of CONSULTANT, subcontractor, or any of their officers, directors, employees, agents, or suppliers, even if CONSULTANT or subcontractor is not a named defendant in the lawsuit.

E. General Insurance Conditions. All policies will be issued by insurers acceptable to the District. The insurance will be issued by an insurance company authorized to do business in the State of California with a minimum "Best's" rating of no less than A:VII, or equivalent, or as otherwise approved by the District. Worker's Compensation coverage requirements may be met with the California State Compensation Fund.

F. Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the District is an additional insured on insurance required from subcontractors.

12. TERMINATION. The DISTRICT shall have the right to terminate this Agreement at any time by giving written notice to the CONSULTANT. In the event of termination for any reason other than the fault of the CONSULTANT, the CONSULTANT shall be compensated in accordance with the provisions of Section 4 for the Services performed and expenses incurred to the date of such termination, plus any reasonable costs and expenses which are reasonably and necessarily incurred by CONSULTANT to effect such termination. For termination for default, the DISTRICT shall remit final payment to CONSULTANT in an amount to cover only those services performed and expenses incurred in accordance with the terms and conditions of this Agreement up to the effective date of termination.

13. FAILURE TO COMPLETE CONTRACT – EFFECT. In case of failure on the part of the CONSULTANT to complete the Agreement within the specified time or within authorized extensions thereof, or if CONSULTANT breaches a material term of this Agreement and fails to remedy the breach within ten (10) days after the DISTRICT notifies the CONSULTANT of the breach, the Agreement may be terminated and the DISTRICT shall in such event not thereafter pay or allow to the CONSULTANT any compensation for any labor, supplies or materials furnished by him under said Agreement; and the DISTRICT may proceed to complete this Agreement by other means, and the CONSULTANT shall be liable to the DISTRICT for all loss or damage which it may suffer on account of the CONSULTANT's failure to complete this Agreement within the required time.

14. NOTICES. All notices and communications deemed by either party to be necessary or desirable to be given to the other party shall be in writing and may be given by

personal delivery to a representative of the parties or by mailing the same postage prepaid, addressed as follows:

If to the DISTRICT: North Coast County Water District
Attn: General Manager
PO Box 1039
Pacifica, CA 94044

If to the CONSULTANT: Voler Strategic Advisors, Inc.
Attn: Rolando Bonilla
2066 The Alameda
San Jose, CA 95126

The address to which mailings may be made may be changed from time to time by notice mailed as described above. Any notice given by mail shall be deemed given on the day after that on which it is deposited in the United States Mail as provided above.

15. EQUAL EMPLOYMENT OPPORTUNITY. In connection with the performance of this Agreement, the CONSULTANT shall not discriminate against any employee or applicant for employment because of race, color, religion, citizenship, political activity or affiliation, national origin, ancestry, physical or mental disability, marital status, age, medical condition (as defined under California law), veteran status, sexual orientation, gender identity, gender expression, sex or gender (which includes pregnancy, childbirth, breastfeeding, or related medical conditions), taking or requesting statutorily protected leave, or any other characteristics protected under federal, state, or local laws. The CONSULTANT shall take affirmative actions to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, disability, national origin, or any other characteristic protected under state, federal, or local laws. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT further agrees to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

16. MISCELLANEOUS

A. Records. During the term of this Agreement, CONSULTANT shall permit representatives of the DISTRICT to have access to, examine and make copies, at the DISTRICT's expense, of its books, records and documents relating to this Agreement at all reasonable times.

B. DISTRICT Warranties. The DISTRICT makes no warranties, representations or agreements, either express or implied, beyond such as are explicitly stated in this Agreement.

C. Confidentiality. CONSULTANT shall not release any reports, information or promotional materials prepared in connection with this Agreement without the approval of the General Manager.

D. Use of Subcontractors. CONSULTANT shall not subcontract any Services to be performed by it under this Agreement without the prior written approval of the DISTRICT, except for service firms engaged in drawing, reproduction, typing and printing. CONSULTANT shall be solely responsible for reimbursing any subcontractors and the DISTRICT shall have no obligation to them.

E. No Assignment. CONSULTANT shall not assign any of the rights nor transfer any of its obligations under the Agreement without the prior written consent of the DISTRICT.

F. Attorney's Fees. If any legal proceeding should be instituted by either of the parties to enforce the terms of this Agreement or to determine the rights of the parties under this Agreement, the prevailing party in said proceeding shall recover, in addition to all court costs, reasonable legal fees.

G. Applicable Law. This Agreement, its interpretation and all work performed thereunder, shall be governed by the laws of the State of California.

H. Binding on Successors. All of the terms, provisions and conditions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns and legal representatives.

I. Waiver. Any waiver of any breach or covenant of this Agreement must be in a writing executed by a duly authorized representative of the party waiving the breach. A waiver by any of the parties of a breach or covenant of this Agreement shall not be construed to be a waiver of any succeeding breach or any other covenant unless specifically and explicitly stated in such waiver.

J. Entire Agreement; Modification. This Agreement, including any attachments, constitutes the entire Agreement between the parties with respect to the subject matter hereof, and supersedes any prior understanding or agreement, oral or written, with respect to such subject matter. It may not be amended or modified, except by a written amendment executed by authorized representatives by both parties. In no event will the Agreement be amended or modified by oral understandings reached by the parties or by the conduct of the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized representatives as of the day and year first above written.

DISTRICT:
NORTH COAST COUNTY WATER DISTRICT

CONSULTANT:
VOLER STRATEGIC ADVISORS

By: _____
Adrienne Carr
General Manager

By: _____
Rolando A. Bonilla
Chief Strategy Officer

FIRM QUALIFICATIONS AND EXPERIENCE

At Voler, we are firm believers in the power of effective communication to drive outstanding outcomes.

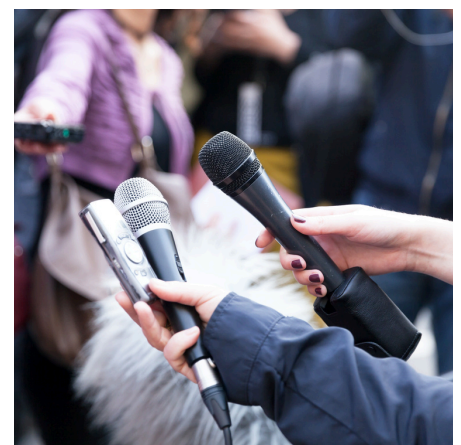
As a Latinx, woman-led strategic communications firm, we stand tall on our deep understanding and close ties with diverse communities and leaders throughout California.

Our approach is characterized by innovative thinking and client-centric, results-driven action.

Leveraging our team's wealth of expertise, the Voler team empowers clients to enhance their capabilities, navigate change, and realize both immediate and long-term objectives.

Based in the heart of Silicon Valley, we are proud recipients of over 60 prestigious awards for excellence in communication, including 9 Emmy Awards.

Voler Strategic Advisors is a woman- and minority-owned company, certified by the Women's Business Enterprise National Council (WBENC), National Minority Supplier Development Council (NMSDC), and State of California.



OUR LEADERSHIP

Perla A. Rodríguez **Chief Executive Officer**

With over 20 years of corporate leadership experience, Perla A. Rodríguez, Chief Executive Officer, has assembled a phenomenal team of professionals, trained by the best universities around the world. Together with her team members, distinguished leaders in their fields, Voler Strategic Advisors is providing innovative strategies and solutions to help clients achieve their objectives.



Well-known throughout corporate and media circles for her broad range of expertise and high level of professionalism, Rodríguez has worked for many of the biggest brands beyond the region, including Intel, Univision, PG&E, and the Public Policy Institute of California.

Previously, Rodríguez served as the Vice President of Public Affairs for Mi Pueblo Foods, where she was instrumental in building the company's first-ever public affairs department. She and her department were critical in earning the political and grassroots support to fuel the company's rapid expansion from 10 to 21 locations throughout Northern California within a two-year period. Under her leadership, Mi Pueblo created innovative philanthropic programs that engaged thousands of customers and invested over two million dollars benefiting students, families, and numerous nonprofit organizations.

Among her many accomplishments, Rodríguez has been recognized by her peers as a leader in the public relations industry. She has been recognized by the Silicon Valley Business Journal twice; in 2019 she was awarded a Latino Business Leadership Award, and in 2011 was recognized as one of the 100 most influential women in the Silicon Valley. The National Grocer's Association highlighted her for developing the Best Public Service campaign in the supermarket industry in 2011. In 2005, while working as a Community Affairs Manager for Univision 14, she was nominated for an Emmy Award as executive producer of the Exito Escolar education program.

Rodríguez holds a BA in international relations from Stanford University and an MPA from the University of San Francisco, with an emphasis in Health Services Administration. She is also a recent graduate of the Stanford Latino Entrepreneurship Initiative by the Stanford Graduate School of Business and the Latino Business Action Network (LBAN).

Outside of work and family, Perla dedicates much of her time to public service. She serves on the board of San Jose Spotlight, San Jose's first nonprofit news organization. She supports education and college scholarships as President of the Catalino Tapia Scholarship Foundation board. In 2020, she was appointed to the Advisory Board of the University of San Francisco's Leo T. McCarthy Center for Public Service and the Common Good.

OUR LEADERSHIP

Rolando Bonilla **Chief Strategy Officer**



Serving as Volar Strategic Advisor's Chief Strategy Officer, Rolando A. Bonilla brings to the organization over 20 years of experience working as a communications strategist. Bonilla has been frequently quoted in publications such as the San Francisco Chronicle, and the Mercury News. Additionally, he provides commentary for television both locally and nationally, offering expert opinion on political and communications issues.

Having begun his career in the rough and tumble of San Francisco politics beginning his service as a Public Service Aide for the Director of the San Francisco Department of Public Health, Bonilla was appointed by then San Francisco Supervisor Gavin Newsom and Mayor Willie L. Brown, Jr. to serve on several city commissions, including serving as the Chairman of the Finance Committee of the San Francisco Juvenile Probation Commission where he oversaw a \$30+ million budget. Additionally, during his time serving in the City and County of San Francisco, Bonilla was elected as a California Democratic Convention delegate.

After serving in San Francisco, Bonilla moved to the Silicon Valley where he advised a San Jose Council member as her Communications Director. During his time at San Jose City Hall, Bonilla was responsible for developing the Council member's public safety agenda, which became one of the most high-profile political agendas coming out of San Jose City Hall.

In 2010, after having served in government, Bonilla entered the private sector and founded a public relations firm that developed clientele in various industry sectors. From crisis communications to political strategy for publicly traded companies, Bonilla established his reputation as an expert that organizations turn to whether when dealing with crisis, and is the organization's lead strategist for crisis communications.

In 2019, Rolando returned to public service having been appointed to the San Jose Planning Commission by the San Jose City Council. In 2021, he was elected unanimously as the Commission Chair. Long considered the most important commission in the City of San Jose, the Planning Commission is a quasi-judicial legislative body responsible for adopting and amending San Jose's General Plan and adopting the City's land-use regulations.

Bonilla serves on the board of the San José Evergreen Community College District Foundation, and enjoys mentoring aspiring entrepreneurs and civic leaders. As a survivor of COVID-19, he founded the East San José COVID Relief Fund providing financial relief to local businesses impacted by the pandemic. Bonilla has a BA in Politics from the University of San Francisco, and a JD from San Francisco Law School.

Diego Barragan
Operations Director

Diego Barragan, Director of Operations at Voler Strategic Advisors, brings a wealth of experience and expertise to his role. With a focus on strategy, messaging, policy development, policy analysis, budgets, and communications, Barragan has honed his skills through years of service in government at both federal and local levels.

During his tenure at San José City Hall, where he served as both Legislative Director and Chief of Staff, Barragan demonstrated his ability to navigate the complexities of government. He successfully developed and implemented intricate strategies to advance policy initiatives and critical budget priorities in California's third-largest city.

Currently, Barragan serves as a Commissioner on the Santa Clara County Airport Land Use Commission, appointed by the Santa Clara County Board of Supervisors. In this capacity, he oversees the administration of federal and state land use regulations concerning properties near Santa Clara County airports.

Prior to joining Voler, Barragan led communication efforts at the Santa Clara Valley Water District, focusing on crucial infrastructure projects. He holds a Bachelor of Arts degree in Political Science from San José State University and a Master of Business Administration from Santa Clara University.

Beatriz Ferrari
Communications Manager and Former Journalist

A nine-time Emmy Award winner and veteran journalist, Beatriz Ferrari serves as Voler Strategic Advisors' Communications Manager.

Ferrari spent 18 years of her journalism career working at Univision KDTV 14 where she built her reputation as a fixture of the Bay Area press corps and won nine Emmy Awards. Previously, she reported for television and print media in Perú and Argentina. Highly fluent in English and Spanish, Ferrari is also an accomplished author and illustrator of more than 20 bilingual children's books that promote early childhood literacy.

As Voler Strategic Advisors' Communications Manager, Ferrari is responsible for the development of client communications strategies with an emphasis on bilingual strategies. Additionally, she leads media relations efforts for the firm.

Ferrari earned a bachelor's degree in Communications from the Universidad Nacional de Córdoba in Argentina.

SERVICES AND AREAS OF EXPERTISE

Our rich portfolio demonstrates our expertise and experience in various areas:

Communications: *Communicating to advance your organization's objectives.*

Voler Strategic Advisors specializes in designing clear, powerful messages and shaping issues to capture the intrigue of the public and targeted media outlets. We strategically position our clients and their issues within the context of each story, viewing every media contact and exposure as an opportunity to build positive momentum and reinforce messaging leading up to critical decisions and deadlines.

With established relationships in media, Voler Strategic Advisors maximizes coverage for our clients, helping to promote their achievements and generate support for their objectives. As communications experts, we specialize in the following areas to help our clients reach their target audience:

- Strategic communications planning and implementation
- Crisis management
- Development of compelling content
- Media relations
- PIO (Public Information Officer) support
- Social media
- Coordination of press conferences and announcements
- Spanish-language communications
- Workshops and training in a variety of areas including media outreach, spokesperson training, and other topics

Community Relations: *Reaching community, building partnerships, and establishing trust.*

Our experts at Voler Strategic Advisors work with a variety of public, private, and non-profit sector clients to facilitate community outreach. It is always important to connect directly with constituents and to create opportunities for on-going dialogue, collaboration and ultimately, partnership building.

By using the media, social media, direct communications, and public forums, we open up multiple channels of communication to ensure local community leaders and residents receive accurate, timely information and that they feel they have a direct stake in our clients' success. Voler Strategic Advisors, with its wide network of community relationships in your region, can build the community support you need to reach your goals.

SERVICES AND AREAS OF EXPERTISE

Crisis Management: *Addressing crisis situations strategically and with immediacy.*

In today's fast paced world of instant news and 24-hour news cycles, a lifetime of positive image building can be destroyed in seconds. The ability to quickly craft a strategic message and disseminate it to the appropriate outlets can help mitigate a potential disaster and ensure that your perspective is heard.

Available 24 hours a day, 7 days a week in the event of a crisis, Voler Strategic Advisors will work with you to immediately assess any situation and develop a strategy that will protect your image and relationships with key stakeholders, as well as allow you the opportunity to move forward in a positive direction, as soon as possible.

Examples of our portfolio include:

- Managing reputational and public trust issues
- Crisis strategy and on the ground support
- Development of messaging and communications tools
- Strategic engagement of the media and use of other communication channels
- Coordination of press conferences
- Spokesperson training and support
- Post-crisis evaluation and planning

Marketing: *Enhancing your brand identity and growing market share.*

Having a strong brand identity makes a world of difference in today's highly competitive environment. What differentiates your organization from your competition? What is your value proposition? Our professionals have the experience to best position you to compete for market share.

Our experts will develop strategies to help you better reach and connect with your target audiences through brand awareness and market education. Our services include:

- Graphic design
- Brand identity development, including logo design
- Focus groups
- Production of viral videos
- Digital campaigns
- Media campaigns
- Social media strategies
- Development and design of communications tools

SERVICES AND AREAS OF EXPERTISE

Public Relations: Advancing and managing a public image, brand, and relationships.

At Voler, our team of professionals has extensive experience in a wide variety of public relationships roles, having worked in the media and in front of the media as crisis strategists and spokespeople, leading the charge on high-profile public projects and the development of strong stakeholder relationships. In the simplest of terms, our public relations experts are image shapers that analyze organizations for their strengths to develop positive stories, address areas of reputational risk, and build partnerships that advance organizational goals.

Social Media: Engaging communities and stakeholders using the latest social media platforms and technologies.

Social media has revolutionized the way we communicate and engage with communities. We now have a readily accessible medium to get information out immediately and cost-efficiently to customers and stakeholders. In turn, individuals who are connected have a mechanism to provide immediate feedback. Voler Strategic Advisors can help connect you with your target audience and attract new followers ready to join the conversation. We can also help build equity and trust with your constituents by providing an enhanced level of service and communication.

Specific areas of support include:

- Developing strategies for reaching your target audience(s)
- Launch of social media platforms and campaigns
- Creating vibrant content
- 24-7 management of social media platforms
- Strategic posting and targeting
- Responding immediately to questions or requests from your followers
- Tracking and reporting metrics for improved engagement

Video Production: Leveraging the power of video to tell your story.

There is nothing more powerful than having your story come to life through video. They say a picture is worth a thousand words. Magnify the power of a picture to include the faces, voices, places, colors, and sounds that come together to tell your story.

Voler Strategic Advisors staff are experts in storytelling and video production. Our services include all aspects of planning and executing your video project – storyboarding, scriptwriting, filming, editing, etc. Our award-winning staff brings decades of television production experience and will deliver your project on budget and on time.

DIRECTORS

WILLIAM HAUSER, *President*
ANNE DEJARNATT, *Vice-President*
RON ASH, *Director*
JOSHUA COSGROVE, *Director*
JOHN VALLERO, *Director*

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ADRIANNE CARR, Ph.D.
GENERAL MANAGER

SCOTT DALTON
ASSISTANT GENERAL MANAGER
- OPERATIONS

Phone (650) 355-3462
Fax (650) 355-0735

STAFF REPORT

TO: Board of Directors
FROM: Adrienne Carr, Ph.D., General Manager
DATE: June 17, 2026
RE: Authorize the Board President to Execute an Agreement with Thomas J. Piccolotti for Strategic Counsel Services for an Amount Not-to-Exceed \$75,000

DISCUSSION

Starting in January 2023, the District contracted with Thomas J. Piccolotti for strategic counsel services to assist the District with certain organizational, political, and communication issues, by recommending strategies to address these issues and providing advice to implement the strategies. Former Director Thomas J. Piccolotti was a key part of District decision-making and leadership for 28 years. The cost and the scope of services are anticipated to remain the same as those provided since January 2023.

Currently, the District is under contract with Mr. Piccolotti through the end of the fiscal year, June 30, 2026.

FISCAL IMPACT

The cost for the Strategic Counsel Services will continue to be based on a time and materials basis for services provided. These costs were included in the proposed FY 2026-27 Operating Budget.

RECOMMENDATION

Staff recommends that the Board authorize the Board President to execute an agreement with Thomas J. Piccolotti for Strategic Counsel Services for an amount not-to-exceed \$75,000.

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 – OPERATIONS

Phone (650) 355-3462
 Fax (650) 355-0735

TO: Board of Directors
 FROM: Jonathan Sutter, District Engineer
 DATE: June 17, 2026
 RE: District Engineer's Report

Update on Risk and Resilience Assessment (RRA)

In accordance with Section 2013 of the America's Water Infrastructure Act of 2018 (AWIA), the District is required to certify completion of a Risk and Resilience Assessment (RRA) to the U.S. Environmental Protection Agency (EPA) by June 30, 2026 and an Emergency Response Plan (ERP) by December 31, 2026. In February 2026, the District executed a task order with EKI Environment & Water (EKI) to complete both the RRA and ERP.

During May 2026, EKI prepared a draft of the Small Systems Worksheet in support of the RRA. EKI held a workshop with District staff to discuss the Small Systems Worksheet and the associated Cybersecurity Tool on May 26. Based on the input received during the May 26 Workshop and a subsequent review of the draft Small Systems Worksheet, EKI prepared a draft of the Risk and Resilience Assessment during early June 2026. An administrative draft of the Risk and Resilience Assessment is planned to be provided to the District staff for review on June 12. The Risk and Resilience Assessment will be revised based on District staff comments and will be finalized by June 30 deadline.

Update on Fassler Tank Replacement Project

The District is continuing work on the California Environmental Quality Act (CEQA) compliance for the Fassler Tank Replacement Project. Environmental Science Associates (ESA) recently submitted a screencheck draft of the Initial Study/Mitigated Negative Declaration (IS/MND) for the Fassler Tank Replacement project. After District staff review, the public draft and required notices are anticipated to be published by July 13, 2026, initiating a 30-day public review period. After the public review period, ESA and the District will prepare responses to comments, the Mitigation Monitoring and Reporting Program (MMRP), the final IS/MND. The final adoption of the IS/MND is anticipated at the October 2026 Board meeting.

ADRIANNE CARR, Ph.D.
GENERAL MANAGER

SCOTT DALTON
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STAFF REPORT

TO: Board of Directors
FROM: Adrienne Carr, General Manager
DATE: June 17, 2026
RE: General Manager's Update

Multijurisdictional Local Hazard Mitigation Plan (LHMP) 2026 Updates

A Local Hazard Mitigation Plan (LHMP) is a strategic document that outlines how a community can reduce risk from natural disasters and improve resilience against disasters. The District is now working with officials at San Mateo County to update its LHMP, which was last updated in 2021. The LHMP assesses risks against natural hazards such as climate change, drought, earthquake, sea level rise, flood, landslides, severe weather, tsunamis, wildfire, and dam failure. It also seeks to integrate existing plans, such as various master plans and assessments, in order to mitigate risks.

The District received notice from CalOES that our Local Hazard Mitigation Plan (LHMP) was expiring in December 2026. Upon receiving this notice, the District reached out to the County of San Mateo's Department of Emergency Management and learned that the County was, as in years past, taking the lead in coordinating a comprehensive LHMP for all San Mateo County cities. District staff have participated in various meetings with the County and are actively updating the plan.

The Federal Emergency Management Agency (FEMA) requires that stakeholders and the public be given an opportunity to participate in the development and update of the plan. Community members' feedback can enhance the content and results of the hazard mitigation plan. The County set up forms to gain input from the public on the hazards and to gather suggestions for possible mitigation actions.

The District provided notice of the LHMP update in the latest issue of the Reservoir, which is currently circulating with all customer bills and is available on the District's website. In addition, a webpage with the LHMP information is posted on the District's website here: nccwd.com/lhmp.

San Mateo County posted the Draft LHMP on its website on Friday, May 15, 2026, and will accept comments from May 15 to June 15, 2026. A link to the Draft LHMP is also on the

District's website. Print copies of the plan will be available for public review at participating County Libraries.

The District will continue encouraging public participation of the LHMP over the coming months, and the General Manager will be providing updates in the agenda packet and at the meetings as the process progresses.

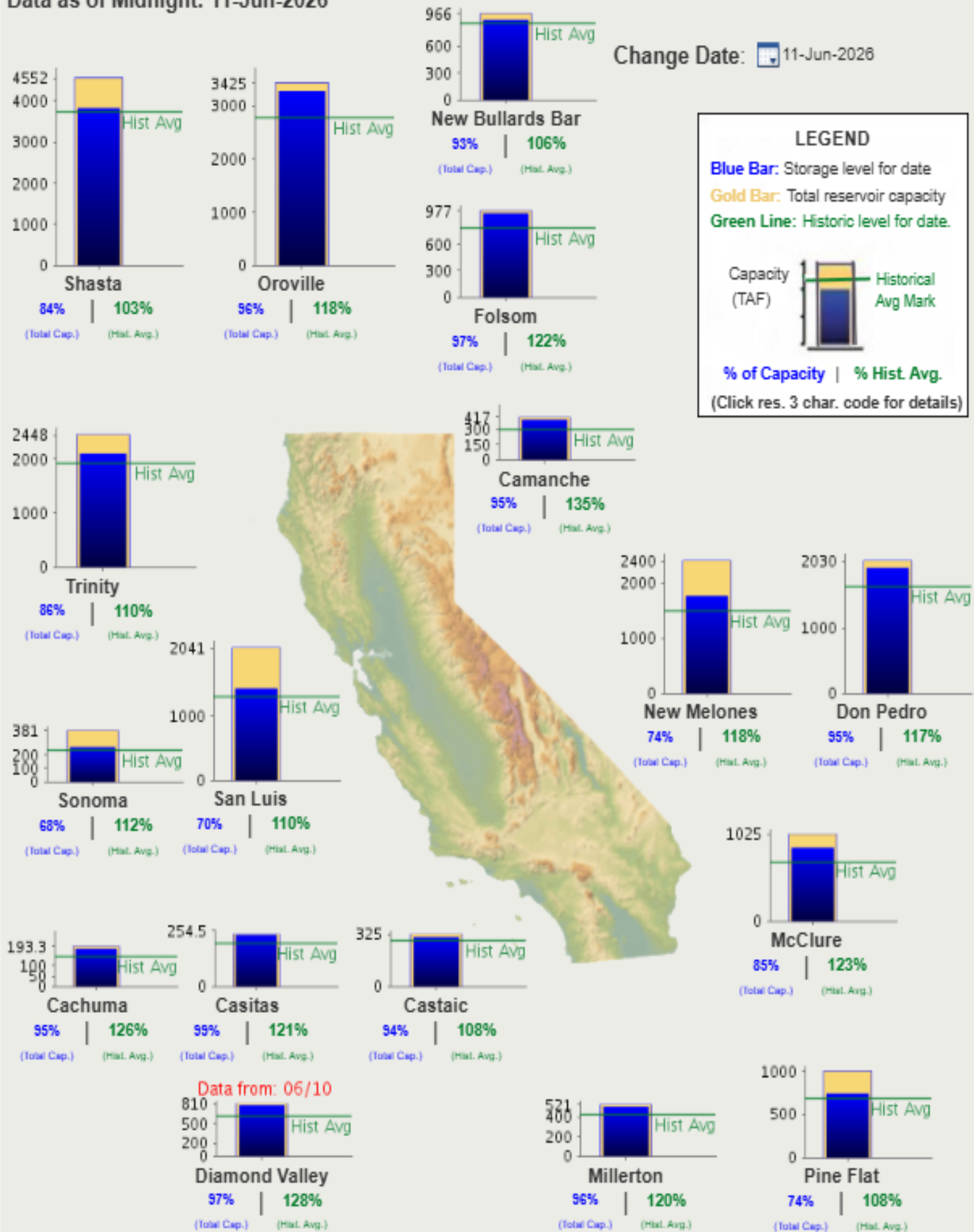
Attachments

- A. Current Reservoir Conditions, California Major Water Supply Reservoirs, Current Conditions as of June 12, 2026.

CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS:11-JUN-2026

Data as of Midnight: 11-Jun-2026

Change Date:



[Click to download printable version of current data.](#)

Report Generated: 12-Jun-2026 11:02 AM

The CSI link has been disabled to zoom in, for the lack of historical data.



Capital Improvement Projects

MONTHLY STATUS REPORT MAY 2026

POTABLE PIPING IMPROVEMENTS

1117-130 21” Transmission Main Pipeline Inspection

The San Francisco Sheriff’s Department aging County Jail pipeline is in poor condition and currently shares the tunnel with the District’s 21” transmission main pipeline. District staff and the District Engineer met with the Sheriff’s Department to discuss partnering on a project, as there could be cost savings if both entities performed repair or replacement activities at the same time. The Sheriff’s Department is currently working with the SFPUC to review options.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$100,000	\$0	0%	\$100,000

1117-145 Emergency Pipeline Repairs

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$100,000	\$0	0%	\$100,000

1117-149 Loop at Everglades Dr. Pipeline Replacement

Phase 2 of the pipeline project is complete.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$850,000	\$716,031	84.24%	\$133,969

1117-149 Pressure Zone 1 Transmission Line Evaluation

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$100,000	\$0	0%	\$100,000

1117-149 FY 26-27 Potable Pipeline Improvements – Design

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$500,000	\$0	0%	\$500,000

MISCELLANEOUS PROJECTS

1118-122B Vehicle Replacement

The District has purchased a new Ford F-150 to replace damaged Truck #14. The new dump truck has been outfitted and is in service.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$215,000	\$261,937	121.83%	(\$46,937)



Capital Improvement Projects

1118-130 Automated Metering Infrastructure Upgrade

The District Engineer will provide an update on this project. Spending is reimbursable on a quarterly basis from the Department of Water Resources Urban and Multibenefit Drought Relief Program grant funding.

Budget	Total Year to Date Spent	Grant Funds Received*	Net Spend	Percent Spent	Balance Remaining
\$700,000	\$6,510,504	(\$6,086,762)	\$423,742	60.53%	\$276,258

*Reimbursement received for expenses July 1-March 31.

1118-160 Water System Hydraulic Model Update & Integration with GIS

Hydrant flow tests were completed and the District Engineer is working to update the hydraulic model based on the test results.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$20,000	\$107,134	535.67%	(\$87,134)

POTABLE STORAGE TANK/RESERVOIR PROJECTS

1117-134 Christen Hill Tank Exterior Painting Project

Design is 90 percent complete, and charges were combined with the Park Pacifica Tank upgrades project.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$500,000	\$0	0%	\$500,000

1117-118A Park Pacifica Tank and Pump Station Upgrades

Design is 90 percent complete, but project is on hold while the District considers next steps on this project.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$1,790,000	\$140,177	7.83%	\$1,649,823

ANNUAL PROJECTS

1117-112 Reservoir Site Paving Project (Annual)

No work performed in May.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$12,000	\$0	0%	\$12,000

1117-113 Reservoir Fence Maintenance (Annual)

No work performed in May.



North Coast County Water District

Capital Improvement Projects

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$12,000	\$0	0%	\$12,000

117-145 Annual Valve Exercise Program

Work is ongoing. Costs for this program thus far are primarily related to staff time and are not reflected in the project budget.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$5,000	\$0	0%	\$5,000

1117-145 Annual Flushing & Dead-End Blow-Off Project

Work is ongoing. Costs for this program thus far are primarily related to staff time and are not reflected in the project budget.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$10,000	\$0	0%	\$10,000

1117-165 Easement Protection (Annual Program)

Easement clearing will be completed in June 2026.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$15,000	\$0	0%	\$15,000

1117-169 Meter Replacement Program

The funding in this account is being spent on maintenance and upgrades of the existing Sensus meter program and other meter-related expenses outside of the AMI Project.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$5,000	\$2,231	44.62%	\$2,769

1117-170 Fire Hydrant Replacement Project

No fire hydrants were replaced in May 2026.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$120,000	\$40,082	33.40%	\$79,918

1117-183B Pressure Regulator Station Upgrades

No pressure regulator station upgrades in May 2026.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$220,000	\$681	0.31%	\$219,319



Capital Improvement Projects

BUILDING PROJECTS

1118-112B Francisco Headquarters Upgrade

An update on the Project will be provided at the meeting.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$3,580,000	\$3,528,203	98.55%	\$51,797

1118-172B Computer Upgrades/SCADA/Office

The District continues to upgrade its computers and networks.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$20,000	\$16,952	84.76%	\$3,048

RECYCLED WATER PROJECT

1116-201B Recycled Water

The Residential Recycled Water Fill Station will open after upgrades to the City's ultraviolet light treatment system are completed.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$10,000	\$0	0%	\$10,000

RESERVOIR CONSTRUCTION PROJECTS

1117-135 Sheila Tank - Consultant/Inspectors

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$5,000	\$8,086	161.72%	(\$3,086)

1117-135 Sheila Tank - Construction

The project is nearing completion. The District is working with the contractor to finalize the project closeout items.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$500,000	\$474,987	95.00%	\$25,013

1117-137 Fassler Tank - Design

The project is ongoing, with project CEQA analysis underway. An update will be provided at the meeting.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$500,000	\$60,511	12.10%	\$439,489



Capital Improvement Projects

WATER AVAILABILITY STUDY

1116-610A San Pedro Creek Feasibility Study

EKI Environment & Water is assisting the District with planning work for the relocation of the District's diversion on San Pedro Creek.

Budget	Year to Date Spent	Percent Spent	Balance Remaining
\$170,000	\$20,976	12.34%	\$149,024