

WESTHAVEN COMMUNITY SERVICES DISTRICT

P.O. Box 2015 (446 B 6th Ave. Westhaven) Trinidad CA 95570 (707) 677-0798 wcsd@suddenlinkmail.com



REGULAR MONTHLY BOARD MEETING AGENDA

August 2023

The regular meeting of the Board of Directors of the Westhaven Community Services District
Wednesday, August 16th, at 6:30 p.m. at the Westhaven Fire Hall, 446 Sixth Avenue.

How to Submit Public Comment:

Members of the public may provide public comment before and during the meeting by sending email comments to the WCSD Manager at prosenblatt.wcsd@suddenlinkmail.com Such email comments must identify the agenda item number in the subject line of the email. The comments will be read into the record, with a maximum allowance of three minutes (approximately 500 words) per individual comment, subject to the Board President's discretion. If a comment is received after an agenda item is heard, but before the close of the meeting, the comment will be included as a part of the written record of the meeting but will not be read into the record during the meeting.

1. CALL TO ORDER

2. PUBLIC COMMENT

Materials related to an item on this Agenda, including materials submitted to the Board after distribution of the Board Packets, are available for public inspection in the WCSD Office at 446 B Sixth Avenue.

Members of the public are invited to comment on any matter within the authority of the WCSD.

Comments may also be offered during the discussion of any item on the agenda.

Board discussion of matters not appearing on the published agenda is prohibited by law.

3. AMEND / APPROVE ORDER OF AGENDA ITEMS

4. AMEND / APPROVE MINUTES

4.1 July 19, 2023 - Regular meeting minutes. **Discussion/Approval**

5. FINANCIAL REPORTS, DISCUSSIONS AND APPROVALS

5.1 Directors' Report – monthly billing and collections — **Discussion**

5.2 Water consumption and Sales – **Discussion**

5.3 Income / Expense Reports – **Discussion/Approval** New Format

5.3.1 Operating Budget

5.3.2 Grant & Special Projects **Discussion/Approval**

5.4 Finance Officer's Recommendations – **Discussion/Approval**

5.5 Treasurer's Reports and Recommendations – **Discussion/Approval**

5.6 June/July Warrants – **Discussion/Approval**

6. MANAGER'S REPORT

6.1. One located and repaired system leak. **Discussion**

7. UPDATE ON GRANT FUNDING AND RELATED ACTIVITIES

7.1 DWR Small Community Drought Grant work proceeding. **Discussion/Approval**

7.1a Update on schedule A timeline for Waterline replacement **Discussion/Approval**

7.2 Update on activities related to well facility. **Discussion/Approval**

7.2a Update on schedule B timeline for well facility. **Discussion/Approval**

7.3 Emergency Intertie with City of Trinidad. **Discussion/Approval**

7.4 Updates: Financial grant & project reports, which include task and reimbursement payment timelines.
Discussion/Approval

8. **TECHNICAL ASSISTANCE GRANT FROM DEPT OF FINANCIAL ASSISTANCE**
 - 8.1 Update on progress of technical assistance grant for Water Plant from DFA. **Discussion**
 - 8.2 Update on the Expedited Drinking Water Grant (EDWG) grant funding for the water plant project.
 - 8.2a Funding agreement for board review. **Discussion/Approval**
9. **NORTH COAST RESOURCE PARTNERSHIP TECHNICAL ASSISTANCE GRANTS TWO CREEKS CAPP**
 - 9.1 Update on Conceptual Area Protection Plan (CAPP) for the Two Creek watershed and related conservation work **Discussion**
 - 9.2 NCRP micro grant for appraisals and title reports on two parcels of land in the north fork Two Creeks basin from willing sellers **Discussion**
10. **REVIEW OF DRAFT MITIGATED NEGATIVE DECLARATION FOR NEW WATER TREATMENT PLANT.**
 - 10.1 Update on draft Mitigated Negative Declaration for the new water treatment plant **Discussion/Approval**
11. **CREATION OF DISTRICT FACEBOOK PAGE**
 - 11.1 Update on status of district Facebook page **Discussion/Approval**
12. **HOT SPOT OR ACCESS HUMBOLDT FOR CONNECTIVITY**
 - 12.1 Investigation of hotspot or Access Humboldt for connectivity **Discussion/Approval**
13. **MOMENT OF SILENCE IN HONOR AND REMEMBERANCE OF STEVEN PHIPPS**
14. **DISCUSSION OF PHILOSOPHICAL, POLITICAL AND META ISSUE ASPECTS OF THE DISTRICT'S EXISTENCE AND OPERATION**
 - 13.1 Discussion of philosophical, political and meta issue aspects of the District's existence and operation **Discussion**
15. **ITEMS FROM MEMBERS OF THE BOARD FOR FUTURE MEETINGS**
16. **ADJOURN**

Regular Meetings of the Board occur on the 3rd Wednesday of the month at 6:30 Pm.
The next Regular Meeting will be September 20th, 2023 and will be held at the Westhaven Fire Hall, 446 Sixth Avenue
This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950.
Posting locations are: 1) WCSD Office; 2) Westhaven Fire Hall and online at the Westhaven CSD website @
westhavencsd.org

The Westhaven CSD will make a reasonable effort to accommodate the participation of persons with disabilities.
If you require such accommodation, contact the WCSD office at 677-0798 at least 48 hours prior to the meeting.

WESTHAVEN COMMUNITY SERVICES DISTRICT

Regular Meeting Minutes
 July 19, 2023

1. CALL TO ORDER

Board President Verick called the meeting to order at 6:30 PM. In attendance were:
 Board Members: Verick, Swisher, Llanos, Hankin & Cline
 Absent: Martin
 Staff: Rosenblatt, Chandler, Levang & Whitlow-Hewett
 Guests: Elaine Weinreb, Lucy Kostrzewa, Jennifer Knight

2. PUBLIC COMMENT

Guest Lucy Kostrzewa inquired if WCSD tests for PFAS (man-made chemicals) in the water supply. Rosenblatt stated we have not been testing, as it is not mandated, and he does not know of any time in the past few decades that fire retardant containing PFAS has been within 1000 feet of a water source. Verick noted that an old USGS survey and analysis of our water showed dioxins present but noted that testing for PFAS is very expensive and not very reliable. Rosenblatt said he will look into the past USGS testing results. Hankin suggested we might look into the cost of testing for PFAS.

3. AMEND / APPROVE ORDER OF AGENDA ITEMS

Verick moved to approve the order of agenda items. Seconded by Cline; all approved.

4. AMEND / APPROVE MINUTES

4.1 June 21st, 2023 - Regular meeting minutes

Amend as follows:

Page 1, Item 5.3, last sentence of second paragraph: change "~~Rosenblatt said there is no money parked in the operating reserve that is unavailable~~" to "*Rosenblatt said all of the money in the operating reserve is available*".

Page 2, Item 5.3, last sentence: add "...reimbursement after 25% cost share from Cal OES for *the leak caused by the earthquake...*"

Page 3, Item 7.2 & 7.2a: change "~~well facility~~" to "*well facilities*".

Page 3, Item 9.2: correct "~~GBW~~" to "*BBW*" and clarify the role of BBW. Amended to read: "*We have a contract with the appraiser Tidwell through BBW & Associates (who provide technical assistance for the grant)*".

Verick moved to approve June 2023 minutes as amended. Seconded by Swisher; all approved.

5. FINANCIAL REPORTS, DISCUSSION AND APPROVALS

5.1 Director's Report-monthly billing and collections

Board packets contained Directors report. Total June, 2023 water sales were \$23,159.94 and total receivables were \$37,108.91.

Discussion

Hankin asked for clarification regarding what the "Total Receipts on Account" and "Amount of Overpayments/Prepayments" on Report 5.1 indicate. It was clarified by Verick that the "Total Receipts on Account" are payments actually received during that billing period, and Rosenblatt clarified that the "Amount of Overpayments/Prepayments" is a positive dollar amount from customers paying ahead of time. It was further clarified that "Total Receivables" is the sum of past due and current charges.

5.2 Water Consumption and Sales

Board packets contained Water Consumption and Billings-Commodity Charges Only report. June, 2023 gallons billed 546,960; average gallon per day per meter readings 98; per person 45, average monthly charge per accounts \$43.92; total monthly charges \$8739; monthly deviation from budget -\$520.

Discussion

Verick noted this was a very short month of days billed compared to the same month last year. He noted there are three fewer active meters compared to last year; possible explanations are property changing ownership, summer homeowners who do not reside here year-round, or that those meters were previously over counted as being in use.

5.3 Income & Expense Report Discussion/Approval New Format

Board packets contained an Income & Expense report for June, 2023. Total income \$23,600 total expense \$20,442 with a net operating income of \$3158.

5.3.1 Operating Budget

No discussion.

5.3.2 Grant & Special Projects Discussion/Approval

Verick asked what defines "special projects". Levang explained the Moonstone meter installation is in this category, and that these special projects are not operating expenses or grant-funded expenses. The cost of the Moonstone meter installation is accounted for by money withheld from escrow to pay for it as a condition of the sale of the property. Next month's report will include the two grants we have. Verick asked if these special project expenses are included on a separate line in the budget.

Rosenblatt responded no, the expenses are covered by the operating reserves or capital reserves. The PACE expense on the report was incurred before grant money was acquired. Hankin requested this report be renamed "Non-reimbursable Expenses Associated with Special Projects". Levang will create this report in Excel for better clarity.

5.4 Finance Officer's Recommendations Discussion/Approval

No recommendations at this time.

5.5 Treasurer's Report and Recommendations Discussion/Approval

Board packets contained a copy of the June, 2023 Treasurer's report. Account balances were as follows: Capital Reserves \$201,731.58, and CD #2368 \$28,931.75; Operating Reserves \$28,934.37; Umpqua Savings #0648 \$6,624.98; Checking Account as of 6/16/2023 \$484,600.21.

No discussion.

5.6 June/July Warrants Discussion/Approval

Verick moved to approve warrants #'s 7449 through 7484, one Federal payroll tax deposit and one State payroll tax deposit. Seconded by Cline; all approved.

6. **MANAGER'S REPORT**

6.1 Water loss increased from 7.6 gpm in May to 9.2 gpm in June for 40.7% of total production of 922,900 gallons. One system leak located and repaired.

Board packets contained a summary table of 13 months water loss history. June, 2023 water loss is at 40.7%, average water loss in the last 13 months is 39.2%.

Discussion Water consumption varied wildly day by day with higher weekend consumption. There was a large leak caused by a root against the old 1¼" pipe at the end of Kay Road near Tepona that was found and fixed after this meter reading period. American Leak Detection found the leak quickly and it was fixed by Wahlund Construction. Rosenblatt stated that he thinks the water loss now is approximately 1-3 gpm (10-15%).

7. **UPDATES ON GRANT FUNDING AND RELATED ACTIVITIES**

7.1 DWR Small Community Drought Grant work proceeding. **Discussion/Approval**

7.1a Approval of Notice to Proceed Schedule A for Waterline Replacement.

Discussion/Approval

Rosenblatt has a pre-construction meeting on August 3rd and hopes to break ground in the next thirty days. He has obtained the Emergency Coastal Development Permit for both the waterline project and the new well facilities project. We also have the Caltrans, county and encroachment permits ready. Verick inquired if this project is the reason 4th Avenue is closed. Rosenblatt explained the road is closed due to water lines under the road especially due to wet conditions last winter and to address neighbor concerns to discourage heavy traffic from further damaging the road.

Hankin inquired if GR Sundberg's bid is consistent with the amount of money allocated for the project. Rosenblatt said we are ~6% under budget and the crew is very efficient. Llanos inquired if we retain a contingency for unforeseen expenses. Rosenblatt said the engineers are handling that part of the contract and he will discuss it with the project manager.

Verick moved to approve the Notice to Proceed Schedule A. Seconded by Llanos; all approved.

7.2 Update on Activities Related to Well Facilities. **Discussion/Approval**

7.2a Approval of Notice to Proceed Schedule B for Well Facilities. **Discussion/Approval**

Rosenblatt has a pre-construction meeting with Hooven Construction on August 10th. This project will complete the new 125 feet deep wells already drilled and build structures to house the well operation facilities and power supply to the facilities. This project will ensure the use of the wells as a stand-alone facility in the case that the treatment plant is unavailable.

Hankin inquired about monitoring the wells; Rosenblatt stated we will put transducers in our three wells and the neighbor's well to monitor water levels for all four wells in real time. Llanos asked if we will notify the public when activities in the area will begin. Rosenblatt responded that notification will be made through the WCSD Facebook, Nextdoor, or written communication.

Verick moved to approve the Notice to Proceed Schedule B. Seconded by Cline; all approved.

7.3 Emergency Intertie with City of Trinidad. **Discussion/Approval**

Surveyors have been out, and the electrical engineer, Rosenblatt, and a city of Trinidad water operator are meeting to look at the physical controls and the electrical panel to determine the design for the tie-in.

7.4 Updates: Financial grant & project reports, which include task and reimbursement payment timelines. **Discussion/Approval**

No discussion.

8. FINANCIAL ASSISTANCE GRANT FROM DEPARTMENT OF FINANCIAL ASSISTANCE (DFA)

8.1 Update on Progress of Technical Assistance Grant for Water Plant from DFA. Discussion
Rosenblatt said we are in the final phases of the grant so we can move on to getting funded from the Expedited Drinking Water Grant to complete the final 10% of design. The money provided by the state for that work has been spent.

8.2 Update on the Expedited Drinking Water Grant (EDWG) Grant Funding for the Water Plant Project. Discussion/Approval

Rosenblatt said we should have a preliminary funding agreement in early to mid-August for the remaining 10% of design and construction of the new water plant. This includes the amendment for the PG&E powerline for the CEQA addendum. We will have a preliminary funding agreement signed by the state sometime in August, for which there needs to be an addendum to correct the math. WCSD is a very early recipient of EDWG program grant fundings.

Weinreb noted another potential future funding source for the District from mitigations required for the port development project on the peninsula. As part of the mitigation process the developers will be putting money into the Community Benefit Assessment fund, run by a compendium of local organizations called CORE Hub and through the Humboldt Area Foundation.

9. NORTH COAST RESOURCE PARTNERSHIP TECHNICAL ASSISTANCE GRANTS FOR TWO CREEK CAPP

9.1 Update on Conceptual Area Protection Plan (CAPP) for the Two Creek Watershed and related conservation work. Discussion/Approval

Rosenblatt said he is waiting for the LSA-Fish & Wildlife Code section 1600 (Lake and Streambed Alternation permit for surface water diversions) renewal from the scientists at CDFW (California Department of Fish & Wildlife). We need to be current with this permit before moving on to agency review with our watershed area preservation protection plan.

9.2 NCRP micro grant for appraisals and title reports on two parcels of land in the north fork Two Creek basin from willing sellers. Discussion

The letter from the appraiser has been received to schedule the appraisal with the landowners in the next few weeks. There is a contract with the appraiser and BBW & Associates, funded by NCRP (Northcoast Resource Partnership).

10. REVIEW OF DRAFT MITIGATED NEGATIVE DECLARATION FOR NEW WATER TREATMENT PLANT

10.1 Review of draft Mitigated Negative Declaration for the new water treatment plant. Discussion
Rosenblatt has received the Mitigated Negative Declaration and is reviewing it. He would like to review it internally before sending it to the agencies and out for general review. Verick noted we have already met with various agencies (CalFire, CDFW, etc.), and obtained and responded to the agencies to help smooth the way for finalizing the CEQA process.

11. CREATION OF DISTRICT FACEBOOK PAGE

11.1 Creation of district Facebook page. Discussion/Approval

Martin and Rosenblatt have begun creating the page "Westhaven Community Services District".

12. HOTSPOT OR ACCESS HUMBOLDT FOR CONNECTIVITY

12.1 Investigation of hotspot or Access Humboldt for connectivity. **Discussion**

Verick contacted Access Humboldt but has not received a response. It was noted that the Fire Hall has a cable internet connection and modem that might be utilized for future hybrid meetings.

13. DISCUSSION OF PHILOSOPHICAL, POLITICAL, AND META ISSUE ASPECTS OF THE DISTRICT'S EXISTENCE AND OPERATION

No discussion.

14. ITEMS FROM MEMBERS OF THE BOARD FOR FUTURE MEETINGS

No discussion.

15. ADJOURN

Verick adjourned the meeting at 7:45 PM.

Respectfully Submitted,
Christy Chandler
WCSD Secretary

Directors Report

Westhaven CSD**Water Pumped This Month****783,980 Gallons****Water Sold This Month****613,310 Gallons****Water Loss****170,670 Gallons****Water Loss (%)****21.77 %**

	Amount (\$)	# Of Accounts
Total Water	25,938.50	232
Total Late Charge	215.57	59
Total Adjustments	182.50	4
Total Current Charges	26,336.57	233
Amount Past Due 1-30 Days	5,300.38	58
Amount Past Due 31-60 Days	2,689.75	26
Amount Past Due Over 60 Days	13,658.54	18
Amount Of Overpayments/Prepayments	(6,028.71)	46
Total Receivables	41,956.53	232

Total Receipts On Account	21,488.95	171
Net Change in Memberships	0.00	0
Amount of All Memberships	0.00	
Turned Off Accounts (Amount Owed)	0.00	13
Collection Accounts (Amount Owed)	0.00	13
Number Of Unread (Turned On) Meters		
Average Usage For Active Meters	2,610	235
Average Water Charge For Active Meters	111.80	232

Usage Groups	Gallons	# Of Accounts	Usage	Gallons	% Of Usage	% Of Sales
Over 50,000		0		0	0.00	0.00
40,001-50,000		0		0	0.00	0.00
30,001-40,000		0		0	0.00	0.00
20,001-30,000		0		0	0.00	0.00
10,001-20,000		6		81,540	13.30	6.93
8,001-10,000		1		8,540	1.39	0.82
6,001-8,000		7		48,460	7.90	5.01
4,001-6,000		34		167,280	27.28	19.77
2,001-4,000		77		227,140	37.04	34.86
1-2,000		81		80,350	13.10	25.64
Zero Usage		29		0	0.00	6.97
Total Meters		235		613,310	100.00	100.00

WATER CONSUMPTION AND BILLINGS - COMMODITY CHARGES ONLY

ITEM 5.2

Annual adjustments to the commodity rates involve estimation of anticipated water use.

This report tracks billings as compared to budgeted averages based on all meters showing any use.

July 2023

It is not weighted to anticipate seasonal variations in water use.

Adjustments for reported customer leaks have **not** been included in the monthly totals.

USAGE				CHARGES						
GPD = Gallons per day		Avg persons per household: 2.20								
2023-24	DAYS BILLED	GALLONS BILLED	ACTIVE METERS	GPD BILLED	GPD per METER	GPD per PERSON	TOTAL MONTHLY CHARGES	AVG CHARGE PER ACCOUNT	DEVIATION FROM BUDGET	CUMMULATIVE DEVIATION
JUNE	28	546,960	199	19,534	98	45	\$ 8,739	\$ 43.92	\$ 179	\$ 179
JULY	29	613,310	203	21,149	104	47	\$ 11,447	\$ 56.39	\$ 2,886	\$ 3,065
AUG				-	-	-		-	-	\$ -
SEPT				-	-	-		-	-	\$ -
OCT				-	-	-		-	-	\$ -
NOV				-	-	-		-	-	\$ -
DEC				-	-	-		-	-	\$ -
JAN				-	-	-		-	-	\$ -
FEB				-	-	-		-	-	\$ -
MAR				-	-	-		-	-	\$ -
APR				-	-	-		-	-	\$ -
MAY				-	-	-		-	-	\$ -
Monthly AVG	29	580,135	201	20,341	101	46	\$ 10,093	\$ 50.15	\$ 1,532	
Total		1,160,270 (gal)					\$ 20,186		\$ 3,065	\$ 3,065
Leak Adjustment		(gal)								
Cummulative Leak Adjustment		-					\$ -			
Net		1,160,270 (After Leak Adjustments)					\$ 20,186			\$ 3,064.82

BUDGETED ANNUAL COMMODITY INCOME: \$ 102,729
 BUDGETED COMMODITY PER MONTH: \$8,561
 BUDGETED COMMODITY PER PERSON PER MONTH: \$ 41.96

SOLD TO DATE

2023-2024 1,160,270 = **97%**
 2022-2023 1,194,630 OF 22-23

TOTAL BILLINGS TO DATE

2023-2024 \$20,186 = **106%**
 2022-2023 19,082 OF 22-23

2022-23										
JUNE	33	627,530	202	19,016	94	43	\$ 10,026	\$ 50	\$ 1,465	\$ 1,465
JULY	28	567,100	205	20,254	99	45	\$ 9,056	\$ 44	\$ 496	\$ 1,960
AUG	34	741,200	209	21,800	104	47	\$ 11,832	\$ 57	\$ 3,271	\$ 5,232
SEPT	28	581,560	208	20,770	100	45	\$ 9,256	\$ 45	\$ 695	\$ 5,927
OCT	28	496,500	204	17,732	87	40	\$ 7,998	\$ 39	\$ (563)	\$ 5,364
NOV	35	519,450	208	14,841	71	32	\$ 8,253	\$ 40	\$ (308)	\$ 5,056
DEC	28	410,820	201	14,672	73	33	\$ 6,567	\$ 33	\$ (1,994)	\$ 3,063
JAN	30	445,110	201	14,837	74	34	\$ 7,108	\$ 35	\$ (1,453)	\$ 1,610
FEB	32	453,540	201	14,173	71	32	\$ 7,120	\$ 35	\$ (1,441)	\$ 169
MAR	29	438,270	201	15,113	75	34	\$ 6,967	\$ 35	\$ (1,593)	\$ (1,425)
APR	26	441,010	202	16,962	84	38	\$ 7,041	\$ 35	\$ (1,520)	\$ (2,944)
MAY	35	583,430	199	16,669	84	38	\$ 9,320	\$ 47	\$ 759	\$ (2,185)

Westhaven Community Services District
 FY 2023-2024 Income / Expense Report
 as of July 2023

ITEM 5.3

Annual	OPERATING BUDGET		CURRENT		CUMULATIVE				
	Budget	Income	July 2023	Monthly Budget	Over/Under	July 2023 thru July 2023	July 2023 thru June 2024	Over/Under	% of Budget
291,518	Water Sales	25,846	24,293	1,553	25,846	24,293	1,553	106.4%	
2,546	Water Services	478	212	266	478	212	266	225.3%	
294,064	Total Income	26,324	24,505	1,819	26,324	24,505	1,819	107.4%	
Expense									
1,972	Source of Supply	0	164	-164	0	164	-164	0.0%	
14,340	Pumping	963	1,195	-232	963	1,195	-232	80.6%	
45,695	Water Treatment	3,821	3,808	13	3,821	3,808	13	100.3%	
19,354	Transmission & Distribution	3,293 ¹	1,613	1,680	3,293	1,613	1,680	204.2%	
18,470	Customer Accounts	729 ²	1,539	-810	729	1,539	-810	47.4%	
168,442	Administrative & General	14,917	14,037	880	14,917	14,037	880	106.3%	
268,273	Total Expense	23,723	22,356	1,367	23,723	22,356	1,367	106.1%	
	Net Operating Income	2,601	2,149		2,601				

Income & Expense Report Notes:

Transmission & Distribution: July over budget due to emergency leak detection & repair at the intersection of Kay Ave & Tepona totaling \$2,601

Annual Workers Compensation payment of \$3,593

WESTHAVEN COMMUNITY SERVICES DISTRICT

ITEM # 5.5

Treasurer's Report

July 2023

<u>BALANCE</u>	<u>CURRENT RATE</u>	<u>TYPE LOCATION</u>	<u>F/Y BUDGETED CONTRIBUTION</u>	<u>F/Y CONTRIBUTIONS YET TO BE MADE</u>	<u>F/Y DEPOSITS TO DATE</u>	<u>F/Y WITHDRAWALS TO DATE</u>
\$201,731.58	1.69800	Capital Reserves Hum Co Fund 2600		\$ 20,000		
\$38,159.72	0.50000	Capital Reserves CD Umpqua 2368 (matures 12/24/2024)				
\$28,937.07	0.24000	Operating Reserve LAIF # 16-12-005		\$ 10,000		
\$6,625.03	0.03000	Savings Umpqua 0648				
\$481,809.76		Checking Account Umpqua 5013				Checking Balance as of 8/8/2023

*Capital Reserves Contributions Shall be \$20,000 and should be made unless unforeseen District expenses or unexpected revenue shortfalls prevent making a full contribution (from Financial Procedures Manual) **Reserve contributions historically made at end of fiscal year.**

** Operating Reserves Contribution: Sufficient to maintain a minimum reserve of 25% of the total operating budget; surplus may be contributed to the Capital Reserve Funds (From Financial Procedures Manual) 2023/2024 Regular Operating Budget \$277,481. X 25% = \$69,370

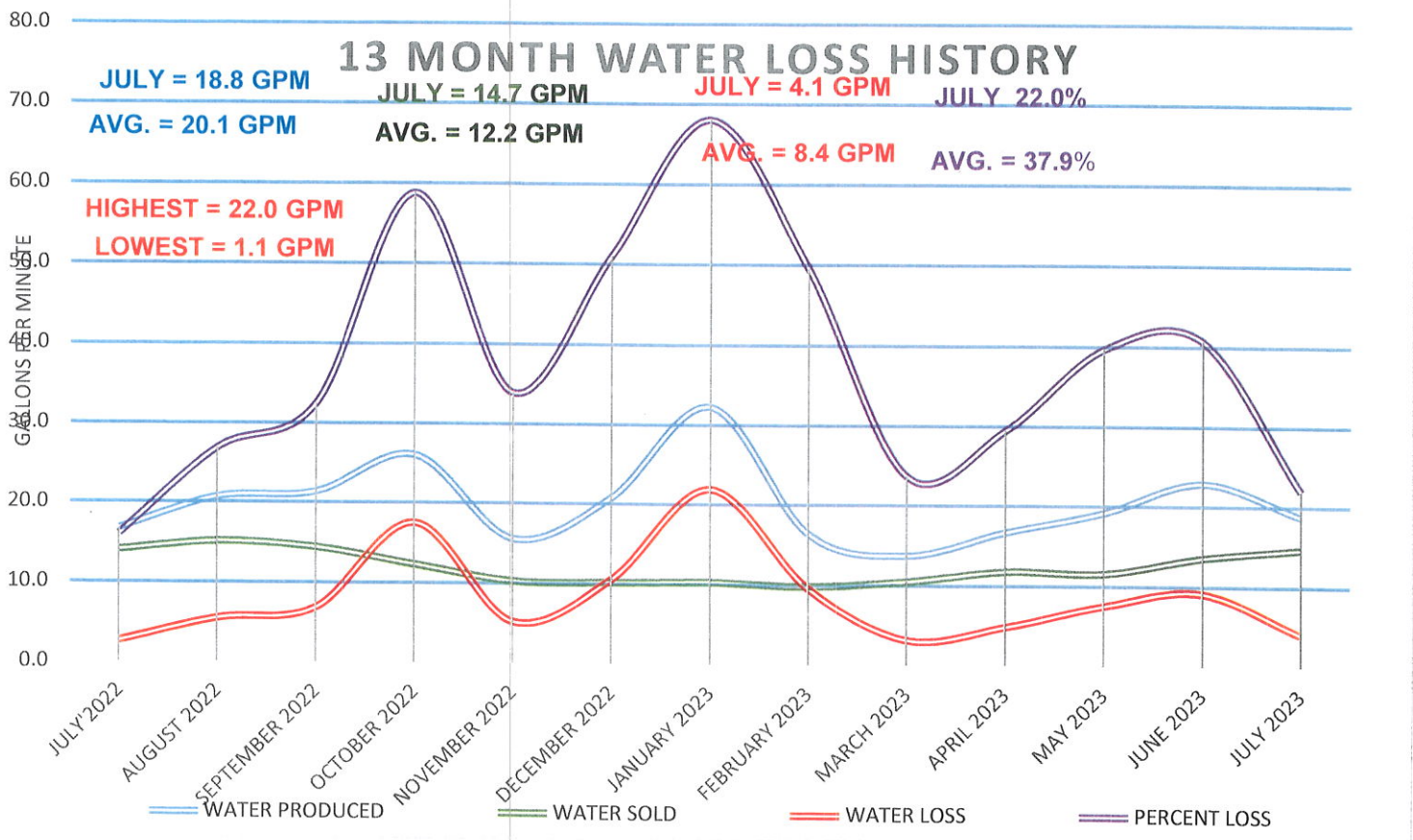
As of 6/30/2023 the DWR advance pymt balance for Trinidad Interite is \$445,705.66
DWR Grant for waterlines/well 7/5/2023 reimbursement pymt of \$174,302.77

WESTHAVEN CSD • MANAGER'S REPORT
July 2023

6.1 Water Loss

Water loss decreased from 9.2 gpm in June to 4.1 gpm in July for 22.0% of total production of 785,820 gallons.
 1 known system leak. **Discussion**

<u>FROM JULY 2003</u>	<u>PRODUCED GPM</u>	<u>SOLD GPM</u>	<u>LOST GPM</u>	<u>%LOSS OF WATER PRODUCED</u>	<u>MONTHLY PRODUCTION GALLONS</u>	<u>MONTHLY SOLD GALLONS</u>	<u>MONTHLY LOSS GALLONS</u>
JULY 2023	18.8	14.7	4.1	22.0	785,820	613,310	172,510
AVG. ALL	21	15	6	29	928,622	576,734	283,121
24 MO AVG.	19	12	7	33	834,925	536,712	298,213
13 MO AVG.	20.1	12.2	8.4	37.9	888,760	526,020	362,740
MINIMUM MONTH EVER	11.2	9.8	1.1	6.8	488,090	410,820	43,080
	DEC 2018	DEC 2018	SEPT 2021	SEPT 2021	APR 2017	DEC 2022	SEPT 2021
MAXIMUM MONTH EVER	34.8	27.0	22.0	68.1	1,523,405	850,410	949,270
	JUL 2004	JUL 2003	JAN 2023	JAN 2023	JUL 2004	SEPT 2020	NOV 2016
					AVG. LOSS %		
	SINCE DECEMBER 2016				62,516,223	23	15,896,989
	13 MONTH TOTALS				11,553,880	38	4,715,620
	SINCE OCT 2021 Submission of DWR Drought grant				18,535,622	35	7,014,422



DAILY WELL FLOW

- 8/11/16 7.2 gpm
- 8/11/17 8.0 gpm
- 8/11/18 6.5 gpm
- 8/11/19 6.9 gpm
- 8/11/20 5.4 gpm
- 8/11/21 5.2 gpm
- 8/11/22 5.4 gpm
- 8/11/23 6.7 gpm

MONTH TOTAL AVG GPM

- 8/16 52.6 gpm
- 8/17 82.5 gpm (all collectors on)
- 8/18 48 gpm (all collectors on)
- 8/19 43 gpm (all collector only)
- 8/20 38 gpm (all collectors on)
- 8/21 33.5 gpm (all collectors on)
- 8/22 30 gpm all collectors on
- 8/11/23 36 gpm (Day) (all collectors on)

Paul Rosenblatt

From: Tom Warnock <twarnock@paceengineering.us>
Sent: Thursday, August 10, 2023 2:21 PM
To: prosenblatt.wcsd@suddenlinkmail.com
Cc: Jessica Chandler; Laurie McCollum; Paul Reuter
Subject: FW: EDWGP funding agreement signed by WCSD
Attachments: Westhaven CSD (EDWG-1210024-004C)_D2202053_encrypted_.pdf

Paul,
 Hooray indeed! I briefly scanned the EDWG Agreement and noted the \$15M funding cap (good) and the project construction completion schedule of 12/31/25 (bad). I do believe the State will allow for time extensions as required provided progress is being made. I'd like to send the new PACE Agreement for Phase 2 – Final Design & Services During Construction ASAP.

The EDWG estimated budget below provides enough funds in the total estimated cost to get through final design and SDC if my current budget is accurate +/- . Although the State did miss a zero under the Conditional Costs (contingency), which I would edit with an initial when returning the signed copy.

Estimated budget costs are contained in the Summary Project Cost Table below.

ITEM	DESCRIPTION	TOTAL ESTIMATED COST	PROJECT FUNDING AMOUNT
A	Construction	\$9,049,091	\$6,459,451
B	Pre-Purchased Material / Equipment	\$0	\$0
C	Purchase of Land / Easements	\$30,000	\$0
D	Change Order Contingency (≤ 20% of total)	\$964,909	\$645,945
E	Force Account		\$0
F	Allowances (Soft Costs)	\$2,556,000	\$1,410,603
G	Conditional Costs (≤ 30% of total)	\$2,400,000	\$ 2,554,801
	TOTAL	\$15,000,000	\$11,070,800

The EDWG Agreement points out that the Agreement “may” be funded with Federal Capitalization Grants, which is shorthand for “will” be funded and prepare for the audits.

There has never been any discussion about a loan for WCSD nor is there any mention of the word “loan” in the Agreement. It’s all grant, or as the State says, “principal forgiveness.”

PACE prepared and submitted revised project costs in April 2023. The EDWG Agreement reflects these costs, except for the Vac Truck, which was eliminated from the project, plus a healthy contingency of \$2.4M. See the costs below.

EDWG Exhibit B - Funding Amounts	Submitted April 2023	EDWG Agreement
Construction	\$9,049,091	\$9,049,091
Pre-Purchased Material / Equipment (Vac Truck)	\$600,000	Deleted by State
Purchase of Land / Easements	\$30,000	\$30,000
Change Order Contingency (≤ 20% of total)	\$964,909	\$964,909
Force Account		
Allowances (Soft Costs)		\$2,556,000
Planning	\$50,000	
Design	\$711,400	

Construction Management	\$1,681,894	
Administration	\$112,706	
Conditional Costs ($\leq 30\%$ of total) Added by State	\$0	\$2,400,000
	\$13,200,000	\$15,000,000

The State is ready to move forward and so should WCSD on this incredible chance to bring your water treatment process up to where it should be.

Let me know if you have any additional questions.

Tom

Thomas W. Warnock, P.E., F.ASCE
PRINCIPAL ENGINEER

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From: Paul Rosenblatt <prosenblatt.wcsd@suddenlinkmail.com>

Sent: Wednesday, August 09, 2023 4:35 PM

To: Jessica Chandler <JChandler@paceengineering.us>; Tom Warnock <twarnock@paceengineering.us>

Subject: EDWGP funding agreement signed by WCSD

Tom and Jessica, please see the attached funding agreement for the water plant. Hooray!!!! Paul

Paul Rosenblatt

General Manager

Westhaven CSD

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