

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, January 8, 2013 – 6:00 p.m.**

**AGENDA**

**1) ROLL CALL**

**2) PUBLIC COMMENT**

Members of the public may address the Board of Directors on the items on the agenda for this special meeting. The Chair requests that each person addressing the Board complete and submit a speaker slip, and limit their comments to three (3) minutes.

**3) CLOSED SESSION**

**A. Public Employee Performance Evaluation**  
(Cal. Govt. Code §54957): Title: General Manager

**4) RECONVENE TO OPEN SESSION - Public report of closed session action.**

**A. Possible Amendment to General Manager's Employment Contract/  
Compensation**

**5) ADJOURNMENT**

***Accessible Public Meetings** - Upon request, the Coastside 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, telephone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Requests should be sent to: Coastside County Water District, Attn: Alternative Agenda Request, 766 Main Street, Half Moon Bay, CA 94019.*

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, January 8, 2013 - 7:00 p.m.**

**AGENDA**

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

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

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

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

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

Members of the public may address the Board of Directors on the items on the agenda for this special meeting. The Chair requests that each person addressing the Board complete and submit a speaker slip, and limit their comments to three (3) minutes.

#### 4) BOARD COMMUNICATION

- ✧ State of the District - President Coverdell

#### 5) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending December 31, 2012: Claims: \$598,746.21; Payroll: \$75,090.95 for a total of \$673,837.16 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of December 11, 2012 Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report ([attachment](#))
- G. December 2012 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))

#### 6) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 7) GENERAL BUSINESS

- A. Approval of Contract with California CAD Solutions for Digital Mapping Services ([attachment](#))
- B. Mid-year Financial Review ([attachment](#))
- C. Coastside County Water District Board Committees ([attachment](#))

#### 8) GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS ([attachment](#))

- Stone Dam Pipeline Emergency Interim Replacement Project
  - Denniston Project Startup
- A. Operations Report ([attachment](#))
  - B. Water Resources Report ([attachment](#))

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

10) **ADJOURNMENT**

# Accounts Payable

## Checks by Date - Summary By Check Number

User: gbrazil  
 Printed: 1/2/2013 - 10:35 AM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount	
18260	ALL04	ALLIED WASTE SERVICES #9:	12/07/2012	0.00	333.63	
18261	COA15	COASTSIDE NET, INC	12/07/2012	0.00	130.35	
18262	HAR03	HARTFORD LIFE INSURANCE	12/07/2012	0.00	1,723.66	
18263	ICM01	VANTAGEPOINT TRANSFER /	12/07/2012	0.00	40.00	
18264	KAI01	KAISER FOUNDATION HEAL	12/07/2012	0.00	9,310.00	
18265	OCE04	OCEAN SHORE CO.	12/07/2012	0.00	927.25	
18266	PAC01	PACIFIC GAS & ELECTRIC CO	12/07/2012	0.00	33,978.51	
18267	PUB01	PUB. EMP. RETIRE SYSTEM	12/07/2012	0.00	18,577.23	
18268	SAN07	SM CTY ENVIRONMENTAL H	12/07/2012	0.00	1,283.00	
18269	SAN20	SAN FRANCISCO FIRE CREDI	12/07/2012	0.00	300.00	
18270	STA03	CA DPH DRINKING WATER PI	12/07/2012	0.00	160.00	
18271	VAL01	VALIC	12/07/2012	0.00	1,400.00	
18272	WIL15	COLIN WILLIAMS	12/14/2012	0.00	894.83	
18273	STA03	CA DPH DRINKING WATER PI	VOID	12/14/2012	45.00	0.00
18274	ADP01	ADP, INC.	12/24/2012	0.00	564.30	
18275	ADV02	FRANK YAMELLO	12/24/2012	0.00	538.55	
18276	AME09	AMERICAN WATER WORKS A	12/24/2012	0.00	572.00	
18277	AND01	ANDREINI BROS. INC.	12/24/2012	0.00	54,132.50	
18278	AND10	ANDERSON PACIFIC ENGINE	12/24/2012	0.00	66,683.59	
18279	ANG01	ANGELO'S MUFFLER	12/24/2012	0.00	49.00	
18280	ASS01	HEALTH BENEFITS ACWA/JPI	12/24/2012	0.00	23,081.95	
18281	ATT02	AT&T	12/24/2012	0.00	1,416.46	
18282	ATT03	AT&T LONG DISTANCE	12/24/2012	0.00	147.23	
18283	AZT01	AZTEC GARDENS, INC.	12/24/2012	0.00	190.00	
18284	BAR01	BARTKIEWICZ, KRONICK & S	12/24/2012	0.00	870.00	
18285	BAY05	BAY AREA WATER SUPPLY &	12/24/2012	0.00	1,060.00	
18286	BAY10	BAY ALARM COMPANY	12/24/2012	0.00	330.42	
18287	BIG01	BIG CREEK LUMBER	12/24/2012	0.00	901.12	
18288	CAL08	CALCON SYSTEMS, INC.	12/24/2012	0.00	42,219.90	
18289	CAR02	CAROLYN STANFIELD	12/24/2012	0.00	485.00	
18290	CHA02	CHARLES HOELZEL CAPITAL	12/24/2012	0.00	45.00	
18291	CIN01	CINTAS FIRST AID & SAFETY	12/24/2012	0.00	922.32	
18292	CIT01	CITY OF HALF MOON BAY	12/24/2012	0.00	2,825.00	
18293	COA19	COASTSIDE COUNTY WATER	12/24/2012	0.00	257.00	
18294	CSG01	CSG SYSTEMS, INC	12/24/2012	0.00	2,756.69	
18295	CUL01	CULLIGAN SANTA CLARA, C	12/24/2012	0.00	554.50	
18296	DAL01	DAL PORTO ELECTRIC	12/24/2012	0.00	404.44	
18297	DAV03	JOHN DAVIS	12/24/2012	0.00	259.82	
18298	DIC01	DAVID DICKSON	12/24/2012	0.00	809.94	
18299	DON02	SEAN DONOVAN	12/24/2012	0.00	62.79	
18300	EKI01	EKI INC.	12/24/2012	0.00	12,668.56	
18301	GEO01	GEO-LOGIC ASSOCIATES, INC	12/24/2012	0.00	1,492.00	
18302	GRA03	GRAINGER, INC.	12/24/2012	0.00	493.47	
18303	GRE03	ADAM GREEN	12/24/2012	0.00	200.00	
18304	HAL01	HMB BLDG. & GARDEN INC.	12/24/2012	0.00	285.74	

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
18305	HAL24	H.M.B.AUTO PARTS	12/24/2012	0.00	58.60
18306	HAN01	HANSONBRIDGETT. LLP	12/24/2012	0.00	3,549.00
18307	HAR03	HARTFORD LIFE INSURANCE	12/24/2012	0.00	1,723.23
18308	HEA01	HEALTHWORKS	12/24/2012	0.00	107.00
18309	HER04	HERTZ EQUIPMENT RENTAL	12/24/2012	0.00	876.84
18310	ICM01	VANTAGEPOINT TRANSFER /	12/24/2012	0.00	40.00
18311	IRO01	IRON MOUNTAIN	12/24/2012	0.00	329.09
18312	IRV01	IRVINE CONSULTING SERVIC	12/24/2012	0.00	4,175.00
18313	IRV02	IRVINE CONSULTING SERVIC	12/24/2012	0.00	319.42
18314	JJA01	JJACPA, INC	12/24/2012	0.00	3,050.00
18315	KEN03	KENNEDY/JENKS CONSULTA	12/24/2012	0.00	11,748.00
18316	LOM01	GLENNA LOMBARDI	12/24/2012	0.00	99.00
18317	MCD02	JACK MC DONOUGH	12/24/2012	0.00	200.00
18318	MET06	METLIFE SBC	12/24/2012	0.00	1,274.80
18319	MIS01	MISSION UNIFORM SERVICES	12/24/2012	0.00	196.66
18320	MON07	MONTEREY COUNTY LAB	12/24/2012	0.00	1,196.00
18321	NAL 03	NALCO COMPANY	12/24/2012	0.00	866.00
18322	OFF01	OFFICE DEPOT	12/24/2012	0.00	726.12
18323	ONT01	ONTRAC	12/24/2012	0.00	225.31
18324	PAC01	PACIFIC GAS & ELECTRIC CO	12/24/2012	0.00	20.37
18325	PAR01	PARSONS ANDERSEN CPAs, L	12/24/2012	0.00	6,125.00
18326	PAU01	PAULO'S AUTO CARE	12/24/2012	0.00	53.76
18327	PIT04	PITNEY BOWES	12/24/2012	0.00	198.00
18328	PUB01	PUB. EMP. RETIRE SYSTEM	12/24/2012	0.00	18,607.72
18329	RED01	RED WING SHOES	12/24/2012	0.00	200.00
18330	RIC01	RICOH USA, INC.	12/24/2012	0.00	802.05
18331	ROB01	ROBERTS & BRUNE CO.	12/24/2012	0.00	13,940.47
18332	ROG01	ROGUE WEB WORKS, LLC	12/24/2012	0.00	315.00
18333	SAN03	SAN FRANCISCO WATER DEP	12/24/2012	0.00	158,519.52
18334	SAN05	SAN MATEO CTY PUBLIC HE/	12/24/2012	0.00	570.00
18335	SAN20	SAN FRANCISCO FIRE CREDI	12/24/2012	0.00	300.00
18336	SER03	SERVICE PRESS	12/24/2012	0.00	285.43
18337	SEW01	SEWER AUTH. MID- COASTSI	12/24/2012	0.00	570.00
18338	STA03	CA DPH DRINKING WATER PI	12/24/2012	0.00	125.00
18339	STE02	JIM STEELE	12/24/2012	0.00	2,200.00
18340	STR02	STRAWFLOWER ELECTRONIC	12/24/2012	0.00	21.60
18341	SUL01	DAN SULLIVAN	12/24/2012	0.00	297.00
18342	TAI03	DONALD TAINTER	12/24/2012	0.00	386.00
18343	TEA02	TEAMSTERS LOCAL UNION #	12/24/2012	0.00	781.00
18344	TET01	JAMES TETER	12/24/2012	0.00	8,744.43
18345	TOR04	RONALD TORRES	12/24/2012	0.00	100.00
18346	UNI08	UNION BANK OF CALIFORNI/	12/24/2012	0.00	936.00
18347	VAL01	VALIC	12/24/2012	0.00	1,400.00
18348	WHE01	VIRGINIA WHELEN	12/24/2012	0.00	195.00
18349	ASS08	ASSOC. CALIF. WATER AGEN	12/27/2012	0.00	9,068.00
18350	BRU02	JON BRUCE	12/27/2012	0.00	75.93
18351	CHE01	CHEVRON/TEXACO UNIVERS	12/27/2012	0.00	1,983.64
18352	STO01	STOLOSKI & GONZALEZ, INC	12/27/2012	0.00	53,396.73
18353	UB*01088	JO ANN JEREMIAH	12/27/2012	0.00	45.65
18354	UB*01089	JOHN/DEBORAH GLERUM	12/27/2012	0.00	92.42
18355	UB*01090	CHRISTOPHER HAMMOND	12/27/2012	0.00	153.65
18356	UB*01091	NANCY McCROSKEY	12/27/2012	0.00	35.43
18357	UB*01092	WILLIAM FRANKEL	12/27/2012	0.00	178.45
18358	VER02	VERIZON WIRELESS	12/27/2012	0.00	925.14

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
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			Report Total:	45.00	598,746.21
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**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**  
**31-Dec-12**

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
<b>OPERATING REVENUE</b>									
1-0-4120-00	Water Revenue -All Areas	583,300.66	535,909.00	47,391.66	8.8%	4,105,564.02	3,755,498.00	350,066.02	9.3%
<b>TOTAL OPERATING REVENUE</b>		<b>583,300.66</b>	<b>535,909.00</b>	<b>47,391.66</b>	<b>8.8%</b>	<b>4,105,564.02</b>	<b>3,755,498.00</b>	<b>350,066.02</b>	<b>9.3%</b>
<b>NON-OPERATING REVENUE</b>									
1-0-4170-00	Water Taken From Hydrants	2,976.85	2,083.33	893.52	42.9%	14,999.19	12,499.98	2,499.21	20.0%
1-0-4180-00	Late Notice -10% Penalty	6,252.58	4,167.00	2,085.58	50.0%	42,244.29	25,002.00	17,242.29	69.0%
1-0-4230-00	Service Connections	827.85	666.66	161.19	24.2%	4,178.21	3,999.96	178.25	4.5%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	0.0%	1,766.54	1,770.00	(3.46)	-0.2%
1-0-4930-00	Tax Apportionments/Cnty Checks	279,159.92	300,000.00	(20,840.08)	0.0%	364,786.01	365,000.00	(213.99)	-0.1%
1-0-4950-00	Miscellaneous Income	129.79	3,083.33	(2,953.54)	-95.8%	17,251.67	18,499.98	(1,248.31)	-6.7%
1-0-4955-00	Cell Site Lease Income	10,121.97	9,793.66	328.31	3.4%	60,235.87	58,761.96	1,473.91	2.5%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	(103,376.66)	0.00	(103,376.66)	0.0%
<b>TOTAL NON-OPERATING REVENUE</b>		<b>299,468.96</b>	<b>319,793.98</b>	<b>(20,325.02)</b>	<b>-6.4%</b>	<b>402,085.12</b>	<b>485,533.88</b>	<b>(83,448.76)</b>	<b>-17.2%</b>
<b>TOTAL REVENUES</b>		<b>882,769.62</b>	<b>855,702.98</b>	<b>27,066.64</b>	<b>3.2%</b>	<b>4,507,649.14</b>	<b>4,241,031.88</b>	<b>266,617.26</b>	<b>6.3%</b>
<b>OPERATING EXPENSES</b>									
1-1-5130-00	Water Purchased	158,519.52	89,486.00	(69,033.52)	-77.1%	997,322.74	1,196,969.00	199,646.26	16.7%
1-1-5230-00	Pump Exp, Nunes T P	2,447.39	1,894.00	(553.39)	-29.2%	12,391.45	11,920.00	(471.45)	-4.0%
1-1-5231-00	Pump Exp, CSP Pump Station	28,760.23	32,610.00	3,849.77	11.8%	197,121.16	195,660.00	(1,461.16)	-0.7%
1-1-5232-00	Pump Exp, Trans. & Dist.	960.84	817.00	(143.84)	-17.6%	6,831.75	5,583.00	(1,248.75)	-22.4%
1-1-5233-00	Pump Exp, Pilarcitos Can.	598.18	3,461.00	2,862.82	82.7%	1,769.09	4,503.00	2,733.91	60.7%
1-1-5234-00	Pump Exp. Denniston Proj.	548.14	9,120.00	8,571.86	94.0%	2,852.15	39,785.00	36,932.85	92.8%
1-1-5235-00	Denniston T.P. Operations	292.00	2,452.00	2,160.00	88.1%	3,499.61	10,695.00	7,195.39	67.3%
1-1-5236-00	Denniston T.P. Maintenance	48.70	3,000.00	2,951.30	98.4%	2,016.40	18,000.00	15,983.60	88.8%
1-1-5240-00	Nunes T P Operations	893.48	7,395.00	6,501.52	87.9%	41,969.60	53,370.00	11,400.40	21.4%
1-1-5241-00	Nunes T P Maintenance	1,093.81	3,333.33	2,239.52	67.2%	23,146.93	19,999.98	(3,146.95)	-15.7%
1-1-5242-00	CSP Pump Station Operations	584.27	708.00	123.73	17.5%	4,740.78	4,248.00	(492.78)	-11.6%
1-1-5243-00	CSP Pump Station Maintenance	897.38	3,333.00	2,435.62	73.1%	22,944.99	19,998.00	(2,946.99)	-14.7%
1-1-5250-00	Laboratory Services	1,991.31	2,084.00	92.69	4.4%	10,020.95	20,593.00	10,572.05	51.3%
1-1-5318-00	Studies/Surveys/Consulting	0.00	5,666.60	5,666.60	100.0%	0.00	33,999.60	33,999.60	100.0%
1-1-5321-00	Water Conservation	1,957.00	6,183.00	4,226.00	68.3%	10,432.59	37,098.00	26,665.41	71.9%
1-1-5322-00	Community Outreach	0.00	2,933.00	2,933.00	100.0%	4,174.15	17,598.00	13,423.85	76.3%
1-1-5411-00	Salaries & Wages -Field	74,496.14	75,793.77	1,297.63	1.7%	461,838.90	492,659.50	30,820.60	6.3%
1-1-5412-00	Maintenance -General	9,174.54	13,650.00	4,475.46	32.8%	97,749.72	81,900.00	(15,849.72)	-19.4%



ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	3,515.11	3,720.00	204.89	5.5%	47,770.76	22,320.00	(25,450.76)	-114.0%
1-1-5415-00	Maintenance -Well Fields	404.44	500.00	95.56	19.1%	404.44	3,000.00	2,595.56	86.5%
1-1-5610-00	Salaries/Wages-Administration	48,931.04	50,978.77	2,047.73	4.0%	314,937.88	331,361.99	16,424.11	5.0%
1-1-5620-00	Office Supplies & Expense	7,300.27	10,885.00	3,584.73	32.9%	46,400.77	65,310.00	18,909.23	29.0%
1-1-5621-00	Computer Services	4,939.77	6,250.00	1,310.23	21.0%	18,313.84	37,500.00	19,186.16	51.2%
1-1-5625-00	Meetings / Training / Seminars	1,674.54	1,666.66	(7.88)	-0.5%	7,519.86	9,999.96	2,480.10	24.8%
1-1-5630-00	Insurance	14,918.00	6,250.00	(8,668.00)	-138.7%	53,507.62	62,500.00	8,992.38	14.4%
1-1-5635-00	EE/Ret. Medical Insurance	31,493.43	37,656.83	6,163.40	16.4%	177,421.61	225,940.98	48,519.37	21.5%
1-1-5640-00	Employees Retirement Plan	34,926.40	37,428.38	2,501.98	6.7%	222,044.23	243,284.47	21,240.24	8.7%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	2,457.00	5,000.00	2,543.00	50.9%	17,426.40	30,000.00	12,573.60	41.9%
1-1-5682-00	Engineering	360.00	1,166.66	806.66	69.1%	1,969.00	6,999.96	5,030.96	71.9%
1-1-5683-00	Financial Services	9,175.00	0.00	(9,175.00)	0.0%	13,775.00	17,500.00	3,725.00	0.0%
1-1-5684-00	Payroll Tax Expense	7,775.24	9,066.69	1,291.45	14.2%	52,743.74	58,933.48	6,189.74	10.5%
1-1-5687-00	Membership, Dues, Subscript.	722.00	5,366.66	4,644.66	86.5%	31,437.50	32,199.96	762.46	2.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	3,000.00	3,000.00	100.0%
1-1-5700-00	San Mateo County Fees	1,283.00	6,950.00	5,667.00	0.0%	13,489.28	9,900.00	(3,589.28)	0.0%
1-1-5705-00	State Fees	0.00	400.00	400.00	0.0%	8,145.54	16,800.00	8,654.46	0.0%
<b>TOTAL OPERATING EXPENSES</b>		<b>453,138.17</b>	<b>447,705.35</b>	<b>(5,432.82)</b>	<b>-1.2%</b>	<b>2,928,130.43</b>	<b>3,441,129.88</b>	<b>512,999.45</b>	<b>14.9%</b>
<b>CAPITAL ACCOUNTS</b>									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.00	0.0%	258,382.50	258,383.00	0.50	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	936.00	0.00	(936.00)	0.0%	338,865.26	337,429.00	(1,436.26)	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	261,436.83	261,437.00	0.17	0.0%
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>936.00</b>	<b>0.00</b>	<b>936.00</b>	<b>0.0%</b>	<b>858,684.59</b>	<b>857,249.00</b>	<b>(1,435.59)</b>	<b>-0.2%</b>
<b>TOTAL EXPENSES</b>		<b>454,074.17</b>	<b>447,705.35</b>	<b>(6,368.82)</b>	<b>-1.4%</b>	<b>3,786,815.02</b>	<b>4,298,378.88</b>	<b>511,563.86</b>	<b>11.9%</b>
<b>NET INCOME</b>		<b>428,695.45</b>		<b>720,834.12</b>					

**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
December 31, 2012**

**RESERVE BALANCES**

CAPITAL AND OPERATING RESERVE	\$2,343,855.67
RATE STABILIZATION RESERVE	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$2,593,855.67</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$959,063.14
CSP T & S ACCOUNT	\$618,653.55
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,014,208.98
DISTRICT CASH ON HAND	\$1,930.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$2,593,855.67</b>

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

**COASTSIDE COUNTY WATER DISTRICT  
APPROVED CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2012-2013**

12/31/2012

		Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
<b>PIPELINE PROJECTS</b>						
06-01	Avenue Cabrillo Phase 1 (Construction)	\$ 550,000	348,313	\$ 450,000	\$ 100,000	Under construction
07-03	Pilarcitos Canyon Pipeline Replacement	\$ 100,000		\$ 75,000	\$ 25,000	Feasibility study, CEQA re qd by SFPUC
	Main Street Pipeline Replacement Project	\$ 90,000		\$ 90,000	\$ -	Design 2013, construct 2014 - depends on HMB
	Railroad Avenue Pipeline Replacement Project	\$ 148,000	3,884	\$ 130,000	\$ 18,000	Under construction
	Avenue Portola Pipeline Replacement Project	\$ 100,000	15,335	\$ 100,000	\$ -	In design

**WATER TREATMENT PLANTS**

99-05	Denniston Intake Maintenance	\$ 31,000	\$ 30,099	\$ 16,000	\$ 15,000	Completed
	Denniston - Intake Construction	\$ 100,000		\$ -	\$ 100,000	Replaced screens during intake maintenance
	Denniston - Treated Water Booster Station	\$ 200,000		\$ 200,000	\$ -	K/J doing preliminary design
	Nunes Flash Mixer	\$ 15,000		\$ 15,000	\$ -	Order Spring 2013
	Nunes SCADA Integration	\$ 75,000	\$ 2,538	\$ 75,000	\$ -	
	Nunes Sludge Ponds Level Indication	\$ 15,000	\$ 10,272	\$ 15,000	\$ -	In progress
	Nunes - Replace Washwater Return Pump #2	\$ 25,000		\$ 25,000	\$ -	Seeking bids

**FACILITIES & MAINTENANCE**

08-08	PRV Valves Replacement Program	\$ 20,000	\$ 592	\$ 20,000	\$ -	
99-01	Meter Change Program	\$ 30,000		\$ 30,000	\$ -	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 8,301	\$ 20,000	\$ -	Ongoing
09-23	District Digital Mapping	\$ 50,000	\$ 37,108	\$ 92,000	\$ (42,000)	GPS locating District assets

**EQUIPMENT PURCHASE & REPLACEMENT**

99-03	Computer System	\$ 6,000	\$ 1,837	\$ 6,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 1,104	\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000	\$ 3,559	\$ 750,000	\$ -	Retained EKI to get project to bid
	Dump Truck	\$ 100,000	\$ 135,986	\$ 135,986	\$ (35,986)	Arrived 11/30/2012

**PUMP STATIONS / TANKS / WELLS**

	Crystal Springs Rebuild Spare 500 HP	\$ 25,000		\$ 40,000	\$ (15,000)	New pump ordered
	Crystal Springs Surge Tank Control Improvements	\$ 30,000		\$ 30,000	\$ -	Seeking bids
	Crystal Springs Check Valve Replacement	\$ 25,000	\$ 12,024	\$ 25,000	\$ -	In progress
	CSPS New Air Control for Surge Tank	\$ 50,000		\$ 50,000	\$ -	In design
06-05	Well Rehabilitation - Denniston #2	\$ 35,000		\$ 35,000	\$ -	Spring 2013
08-14	Alves Tank Recoating (Interior/Exterior)	\$ 100,000			\$ 100,000	Postpone to FY14
	Alves Tank Altitude Valve	\$ 50,000			\$ 50,000	Postpone to FY14
	EG Tank #2 Electrical Panel Upgrade & Pump	\$ 50,000	\$ 13,010	\$ 50,000	\$ -	Electrical done, purchasing pump
08-17	EG Tank #2 Recoat & Ladder	\$ 200,000	\$ 12,019	\$ 200,000	\$ -	Design completed
	EG Tank #2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	Postpone to FY14
	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	Complete
	Pilarcitos Canyon Blending Station	\$ 20,000	\$ 29,997	\$ 60,000	\$ (40,000)	Evaluating plan and costs

**DENNISTON WTP (LONG-TERM) IMPROVEMENT**

08-23	Denniston WTP Improvement Project	\$ 1,500,000	\$ 2,450,557	\$ 2,600,000	\$ (1,100,000)	Plant startup January 2013
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COASTSIDE COUNTY WATER DISTRICT  
 APPROVED CAPITAL IMPROVEMENT PROJECTS  
 FISCAL YEAR 2012-2013

12/31/2012

Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
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**WATER SUPPLY DEVELOPMENT**

CCWD/MWSD Emergency Intertie - Planning	\$ 25,000		\$ 25,000	\$ -	
San Vicente Design	\$ 300,000		\$ 300,000	\$ -	
<b>FY 11-12 TOTALS \$ 4,873,000 \$ 3,116,534 \$ 5,697,986 \$ (824,986)</b>					

**Previous CIP Projects - paid in FY 12/13**

HMB Tank #1 Interior/Exterior Recoating		\$ 45,765			
Denniston Water Supply Development		\$ 3,097			
Denniston/San Vicente EIR		\$ 24,016			
<b>PREVIOUS YEAR TOTALS \$ - \$ 72,878 \$ - \$ -</b>					

**UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 12/13**

CSP Intake Tunnel Modifications		\$ 41,983			Complete
EG Pipeline Leak at Arroyo de en Medio		\$ 2,096			Complete
Stone Dam Emergency Pipeline Replacement		\$ 169,227			Begin work on November 14, 2012
Cahill Tank Repairs		\$ 6,962			
Main Street Bridge Replacement Project		\$ 544			
<b>NON-BUDGETED TOTALS \$ - \$ 220,812 \$ - \$ -</b>					

<b>CIP TOTALS \$ 4,873,000 \$ 3,410,224 \$ 5,697,986</b>					
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**Legal Cost Tracking Report  
12 Months At-A-Glance**

**Acct. No.5681  
Patrick Miyaki - HansonBridgett, LLP  
Legal**

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Water Supply Develpmnt</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>Denniston WTP Improvements Project</b>	<b>Personnel</b>	<b>Lawsuits</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
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<b>Jan-12</b>	3,910		718						4,628
<b>Feb-12</b>	2,784							825	3,609
<b>Mar-12</b>	1,583		273	2,481				2,020	6,358
<b>Apr-12</b>	3,522			4,844				55	8,421
<b>May-12</b>	4,524		410	6,258				1,365	12,556
<b>Jun-12</b>	3,192				2,059			878	6,129
<b>Jul-12</b>	2,553		410	473				737	4,173
<b>Aug-12</b>	5,351		410					2,375	8,135
<b>Sep-12</b>	7,664		382						8,046
<b>Oct-12</b>	1,304		328	2,862					4,493
<b>Nov-12</b>	1,709	2,675		928				410	5,722
<b>Dec-12</b>	2,457	710		382					3,549

<b>TOTAL</b>	<b>40,553</b>	<b>3,385</b>	<b>2,930</b>	<b>18,229</b>	<b>2,059</b>	<b>0</b>	<b>0</b>	<b>8,664</b>	<b>75,819</b>
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**Engineer Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Short Term WTP Imprv.</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Jan-12</b>	939	23,677		845	<b>25,461</b>	845
<b>Feb-12</b>	1,615	4,651		845	<b>7,111</b>	845
<b>Mar-12</b>	320	2,319			<b>2,639</b>	
<b>Apr-12</b>	734	14,713			<b>15,446</b>	
<b>May-12</b>	480	14,643			<b>15,123</b>	
<b>Jun-12</b>	240	4,551			<b>4,791</b>	
<b>Jul-12</b>	240	8,948		1,183	<b>10,371</b>	1,183
<b>Aug-12</b>	480	459		1,099	<b>2,038</b>	
<b>Sep-12</b>	480	9,600		1,775	<b>11,855</b>	1,775
<b>Oct-12</b>	649	5,762		3,033	<b>9,444</b>	3,033
<b>Nov-12</b>	480	4,627		3,141	<b>8,247</b>	3,141
<b>Dec-12</b>	360	8,362		23	<b>8,744</b>	23
<b>TOTAL</b>	<b>7,017</b>	<b>102,311</b>	<b>0</b>	<b>11,943</b>	<b>121,271</b>	<b>10,844</b>

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, December 11, 2012**

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:00 p.m. Present at roll call: Director Ken Coverdell, Vice-President Glenn Reynolds, Directors Bryan Hannegan and Bob Feldman.

Also present were: David Dickson, General Manager; Joe Guistino, Superintendent of Operations, Patrick Miyaki, Legal Counsel; Cathleen Brennan, Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS:** There were no public announcements.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending November 30, 2012:  
Claims: \$1,109,833.75; Payroll: \$67,447.04 for a total of \$1,177,280.79
- B. Acceptance of Financial Reports
- C. Approval of Minutes of November 13, 2012 Special Board Meeting
- D. Approval of Minutes of November 13, 2012 Board of Directors Meeting
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report
- H. November 2012 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Report for November 2012

Upon Board discussion, Items 4A and 4B were pulled from the Consent Calendar for further evaluation. Director Hannegan was provided with a copy of the petty cash receipts and the credit card statements for review, and it was agreed by the Board that these two agenda items would be revisited later in the meeting.

**ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to accept and approve the Consent Calendar with the exception of item 4A - Approval of Disbursements for the month ending November 30, 2012 and item 4B - Acceptance of Financial Reports:**

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

## **5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Feldman reported on the two Water Resources Committee meetings that he had attended along with President Mickelsen, which pertained to the Pilarcitos Creek Restoration Workgroup.

Vice-President Reynolds advised that he had attended a Federal, State and County Interagency meeting, advising that he learned that there may be new funds available from the Environmental Protection Agency (EPA) for small utilities.

Director Coverdell shared news from the Bay Area Water Supply & Conservation Agency (BAWSCA) regarding the progress of the recent bond issuance to prepay the capital debt owed to San Francisco.

Director Hannegan reported that he had attended the recent Total Energy USA Conference in Houston, Texas, and participated in an excellent presentation by the staff from the East Bay Municipal Utilities District (EBMUD) on their energy recovery activities.

President Mickelsen briefly summarized some of his accomplishments during the three plus terms that he has served as Board President and also stressed the importance of the President's role to the District and its rate-payers.



Director Coverdell added that he had also attended a recent local agricultural related workshop, attended by Supervisor Don Horsley, and provided a few highlights of the topics discussed at the meeting.

**6) GENERAL BUSINESS**

**A. Election of Board President and Vice-President**

President Mickelsen opened discussion of this item at 7:18 p.m. Director Feldman nominated Director Coverdell to serve the next term as Board President, which was seconded by President Mickelsen. Director Coverdell accepted the nomination and President Mickelsen closed the nomination period at 7:22 p.m.

**ON MOTION BY Director Feldman and seconded by President Mickelsen, the Board voted as follows, by roll call vote, for Director Coverdell to serve as CCWD Board President for the 2012/2013 term:**

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

At 7:22 p.m. President Mickelsen opened the nomination period for the position of Vice-President by nominating Director Feldman. Director Feldman respectfully declined and nominated Director Glenn Reynolds to serve the 2012/2013 term as the Board's Vice-President, which was seconded by Director Coverdell. The nomination period was closed at 7:23 p.m.

**ON MOTION BY Director Coverdell and seconded by Director Feldman, the Board voted as follows, by roll call vote, for Director Glenn Reynolds to serve as Vice-President of the CCWD Board of Directors for the 2012/2013 term:**

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

Director Coverdell stated that it has been an honor for the District to have President Mickelsen serve as President and credited his efforts, along with those of General Manager, David Dickson, and Patrick Miyaki, Legal Counsel, in negotiating and securing the discounted price for untreated water purchased by the District from the San Francisco Public Utilities Commission. He added that he would be honored to have President Mickelsen continue to preside over this December Board meeting, and he looked forward to starting his term as Board President at the January 2013 Board of Directors meeting.

**B. Coastside County Water District Basic Financial Statements and Independent Auditors Report for the Fiscal Year Ended June 30, 2012:**

Mr. Dickson informed the Board that the District's Finance Committee members have previously had an opportunity to preview the basic financial statements. He then introduced Mr. Joseph J. Arch, CPA, the District's Independent Auditor.

Mr. Arch explained the two separate opinions contained in the audit report, the first one being the financial statement audit opinion, which is unqualified, meaning that the numbers in the financial statements are materially correct. He explained that the second opinion is related to the internal controls, which includes the policies and procedures utilized by the District. He advised that these internal controls have been thoroughly tested and evaluated as part of the audit, and have demonstrated no weaknesses or deficiencies. Mr. Arch concluded his presentation by answering a few questions from the Board members.

**ON MOTION BY Director Hannegan and seconded by Director Feldman, the Board voted as follows, by roll call vote, to approve the Basic Financial Statements for Fiscal year Ended June 30, 2012:**

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

**C. Approval of Budget Increase for Denniston Water Treatment Plant Improvements Construction Management Services Provided by Erler & Kalinowski, Inc. (EKI)**

Mr. Dickson explained that EKI provides construction management services for the Denniston Water Treatment Plant Improvements Project. He stated that, over the course of project construction, the efforts required of EKI have exceeded the scope originally proposed, primarily due to additional work required by the District. He reviewed details of the two previous change orders and noted that a project budget increase of \$20,000. is now being requested, which will bring the final cost of these services to \$446,000. He stated that staff believes this increase is reasonable and justified and is recommending Board approval.

Discussion ensued, with Mr. Dickson answering the Board's questions and concerns about the construction management budget and services.

**ON MOTION BY Vice-President Reynolds and seconded by Director Hannegan, the Board voted as follows, by roll call vote, to authorize staff to approve an increase in the time-and-materials budget for construction management services provided by Erler & Kalinowski, Inc. for the Denniston Water Treatment Plant Improvements Project, in an amount not to exceed \$20,000:**

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

**D. Memorandum of Understanding for the Continuation of the Pilarcitos Creek Restoration Workgroup to Implement the 2008 Pilarcitos Integrated Watershed Management Plan**

Ms. Brennan presented this agenda item, as an updated version of the Memorandum of Understanding (MOU) was being distributed to all. She provided the background, advising that the District has been an active participant in the Pilarcitos Creek Restoration Workgroup since 2007, when the original MOU was signed. Ms. Brennan provided information on the various locations where the Integrated Watershed Management Plan (Plan) can be viewed and proceeded to explain the purpose and the six key goals of the Plan. Additionally, she reviewed the associated projects for which the District is a lead or collaborating agency. She also answered the Board's questions on the progress of the Workgroup's activities, and the Plan. Directors Feldman and Mickelsen, both participants in the Workgroup, shared their views on the Plan, and the importance of the projects.

**ON MOTION BY Director Coverdell and seconded by Director Feldman, the Board voted as follows, by roll call vote, to authorize the General Manager to enter into an agreement with the Pilarcitos Creek Restoration Workgroup for the continuation of the Pilarcitos Creek Restoration Workgroup to implement the 2008 Pilarcitos Watershed Management Plan:**

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

At this point in the meeting, President Mickelsen announced that the Board would be revisiting the two items on the Consent Calendar, deferred from earlier in the meeting.

- 4)
  - A. Approval of disbursements for the month ending November 30, 2012:  
Claims: \$1,109,833.75; Payroll: \$67,447.04 for a total of \$1,177,280.79
  - B. Acceptance of Financial Reports

Mr. Dickson explained some details of the District's current financial reports, including some of the District's accounting methods, which utilize both the accrual basis and the cash basis during the fiscal year. Additionally he reported that water sales have increased, by approximately 9.4% above the amount budgeted. He also stated that there are some significant biases in some of the expense numbers in the reports, and attributed a portion of it to the SFPUC revenue meter, which was reading low by approximately 15 to 30% for a period of three months. He estimated this will lead to an adjustment from SFPUC in the order of approximately \$250,000.

Director Hannegan stated that the clarifications to the records that Mr. Dickson provided were very helpful. He reported that with those explanations and the opportunity during this meeting to thoroughly review the disbursements for the month of November, he was satisfied that all of the related financial reports are in order.

**ON MOTION BY Director Hannegan and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to approve items 4A and 4B:**

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

## 7) GENERAL MANAGER'S REPORT

### 1.) **Stone Dam Pipeline Emergency Interim Replacement Project**

Mr. Dickson narrated a series of slides, illustrating the construction progress of the Stone Dam Pipeline Emergency Interim Replacement Project, stating that it was an excellent effort led by Distribution Supervisor, John Davis.

### 2.) **Denniston Project Startup**

Next, Mr. Dickson presented photographs of the Denniston Water Treatment Plant Improvements Project, updating the Board on the current developments in the project.

### 3.) **Avenue Cabrillo Pipeline Replacement Project**

Mr. Dickson presented construction photos and reported that Treatment/Distribution Operator, Jon Bruce, has invested numerous hours over the past several weeks in supervising this project and working with the contractor on this approximately \$420,000 pipeline replacement project.

#### A. **Operations Report**

Mr. Guistino and Mr. Dickson answered the Board's questions on recent Crystal Springs Communication failures, and some current issues with the configuration in the billing software associated with a few District customers' water meters.

#### B. **Water Resources Report**

Ms. Brennan brought the Board up to date on the water supply conditions tracked over the water year, beginning October 1<sup>st</sup> through September 30<sup>th</sup>.

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

There were no comments or requests from Board members.

**9) ADJOURNMENT**

**ON MOTION by Director Hannegan and seconded by Vice-President Reynolds, the Board voted as follows, to adjourn the December 11, 2012 meeting of the Coastside County Water District's Board of Directors:**

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

The meeting was adjourned at 8:46 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, January 8, 2013.

Respectfully submitted,

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David R. Dickson, General Manager

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Chris R. Mickelsen, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**  
**Installed Water Connection Capacity & Water Meters**

FY 2013

<b>Installed Water Connection Capacity</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Total</b>
<b>HMB Non-Priority</b>													
0.5" capacity increase													0
5/8" meter					1								1
3/4" meter		2	2		1								5
2" meter													0
<b>HMB Priority</b>													
0.5" capacity increase													0
5/8" meter													0
3/4" meter													0
1" meter													0
1 1/2" meter													0
2" meter													0
<b>County Non-Priority</b>													
5/8" meter													0
3/4" meter						1							1
1" meter													0
<b>County Priority</b>													
5/8" meter													0
3/4" meter													0
1" meter													0
<b>Monthly Total</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>

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

<b>Installed Water Meters</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Totals</b>
HMB Non-Priority		3	3		2.5								8.5
HMB Priority													0
County Non-Priority						1.5							1.5
County Priority													0
<b>Monthly Total</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>2.5</b>	<b>1.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2013**

	PILARCITOS WELLS	PILARCITO S LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	20.63	0.00	0.00	44.25	83.09	-0.13	83.22
AUG	0.00	18.98	0.00	0.00	42.67	79.21	1.13	78.08
SEPT	0.00	0.00	0.00	0.00	57.31	75.57	-0.04	75.61
OCT	0.00	0.00	0.00	0.00	48.48	66.51	0.21	66.30
NOV	3.74	0.00	0.00	0.00	46.21	49.95	0.41	49.54
DEC	4.6	15.25	0.00	0.00	13.35	41.06	0.08	40.98
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
<b>TOTAL</b>	<b>8.34</b>	<b>54.86</b>	<b>0.00</b>	<b>0.00</b>	<b>252.27</b>	<b>395.39</b>	<b>1.67</b>	<b>393.72</b>
% TOTAL	2.1%	13.9%	0.0%	0.0%	63.8%	79.8%	0.42%	99.6%

Taken from Nunes WTP meter minus well production plus skylawn use

**12 Month Running Treated Total 691.06**

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2012**

	PILARCITOS WELLS	PILARCITO S LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	62.65	0.00	0.00	1.03	63.68	-0.18	63.86
AUG	0.00	61.34	0.00	0.00	6.38	67.72	-0.03	67.75
SEPT	0.00	68.54	0.00	0.00	4.81	73.35	0.48	72.87
OCT	0.00	50.99	0.00	0.00	4.67	55.66	0.09	55.57
NOV	11.6	21.80	0.00	0.00	23.48	56.88	-0.28	57.16
DEC	7.2	27.02	0.00	0.00	16.82	51.04	-0.275	51.31
JAN	5.97	0.00	0.00	0.00	32.21	38.18	0.577	37.60
FEB	9.84	0.00	0.00	0.00	27.17	37.01	1.008	36.00
MAR	13.66	6.35	0.00	0.00	22.64	42.65	0.108	42.54
APR	0.00	46.73	0.00	0.00	0.28	47.01	-0.003	47.01
MAY	0.00	68.01	0.00	0.00	1.62	69.63	0.995	68.64
JUN	0	34.09	0.00	0.00	33.78	67.87	2.317	65.56
	48.27	447.52	0.00	0.00	174.89	670.68	4.80	665.87
<b>TOTAL</b>	<b>48.27</b>	<b>447.52</b>	<b>0.00</b>	<b>0.00</b>	<b>174.89</b>	<b>670.68</b>	<b>4.80</b>	<b>665.87</b>
% TOTAL	7.2%	66.7%	0.0%	0.0%	26.1%	100.0%	0.72%	99.3%



**COASTSIDE COUNTY WATER DISTRICT**

**Predicted vs Actual Production - All Sources FY 13**

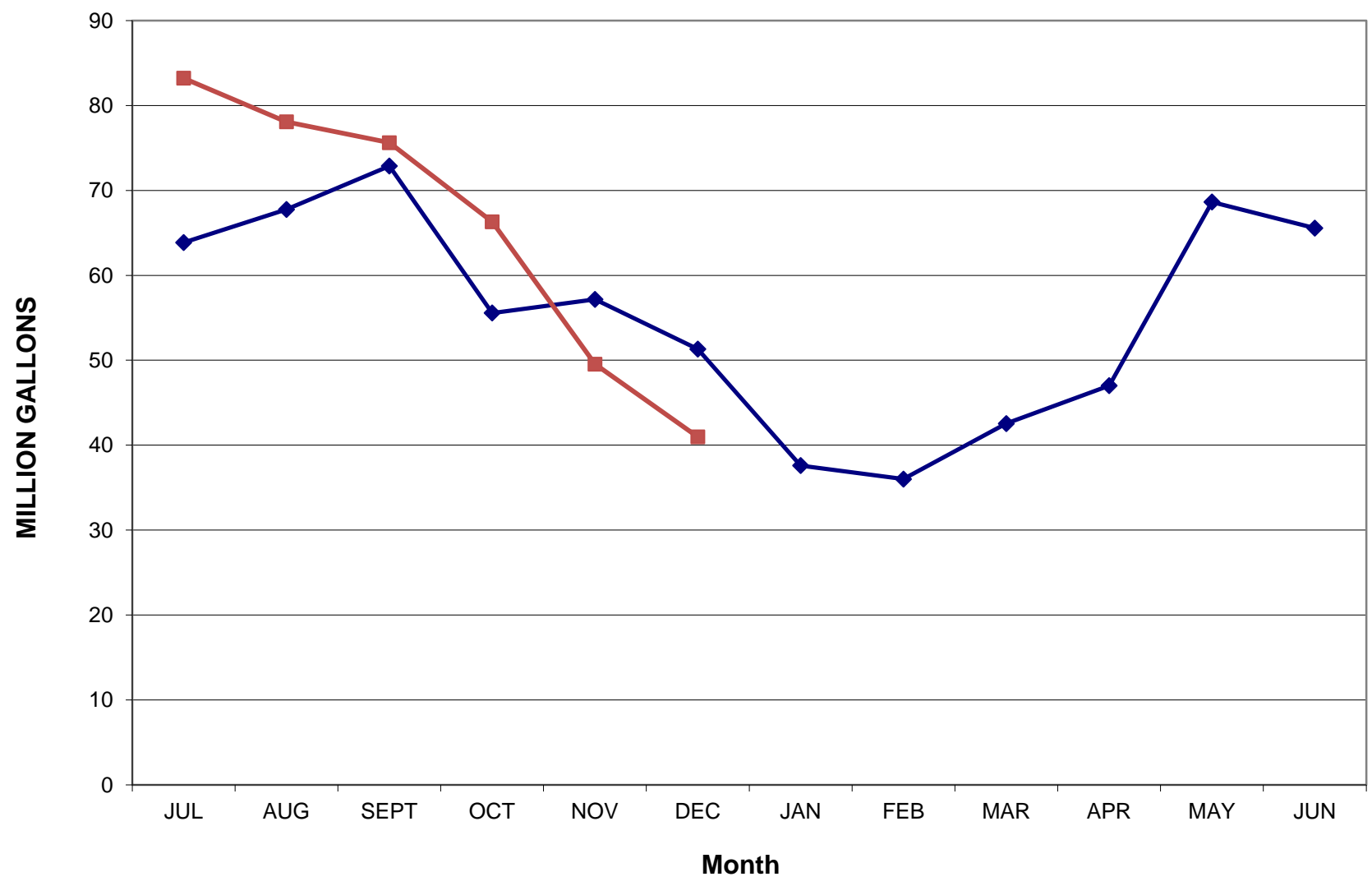
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.63	60.52	39.89	44.25	0.00	-44.25	83.09	60.52
Aug-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.98	73.96	54.98	42.67	0.00	-42.67	79.21	73.96
Sep-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.47	30.47	57.31	34.64	-22.67	75.57	65.11
Oct-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.37	11.37	48.48	58.32	9.84	66.51	69.69
Nov-11	0.00	6.24	6.24	0.00	2.40	2.40	3.74	9.72	5.98	0.00	0.00	0.00	46.21	29.25	-16.96	46.21	29.25
Dec-11	0.00	11.44	11.44	0.00	2.62	2.62	4.60	9.72	5.12	15.25	0.00	-15.25	13.35	23.00	9.65	41.06	23.00
Jan-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Feb-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Mar-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Apr-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
May-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Jun-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
<b>MG Totals</b>	<b>0.00</b>	<b>17.68</b>	<b>17.68</b>	<b>0.00</b>	<b>5.02</b>	<b>5.02</b>	<b>8.34</b>	<b>19.44</b>	<b>11.10</b>	<b>54.86</b>	<b>176.32</b>	<b>121.46</b>	<b>252.27</b>	<b>145.21</b>	<b>-107.06</b>	<b>391.65</b>	<b>321.53</b>

Adjusted (estimated for meter failure)

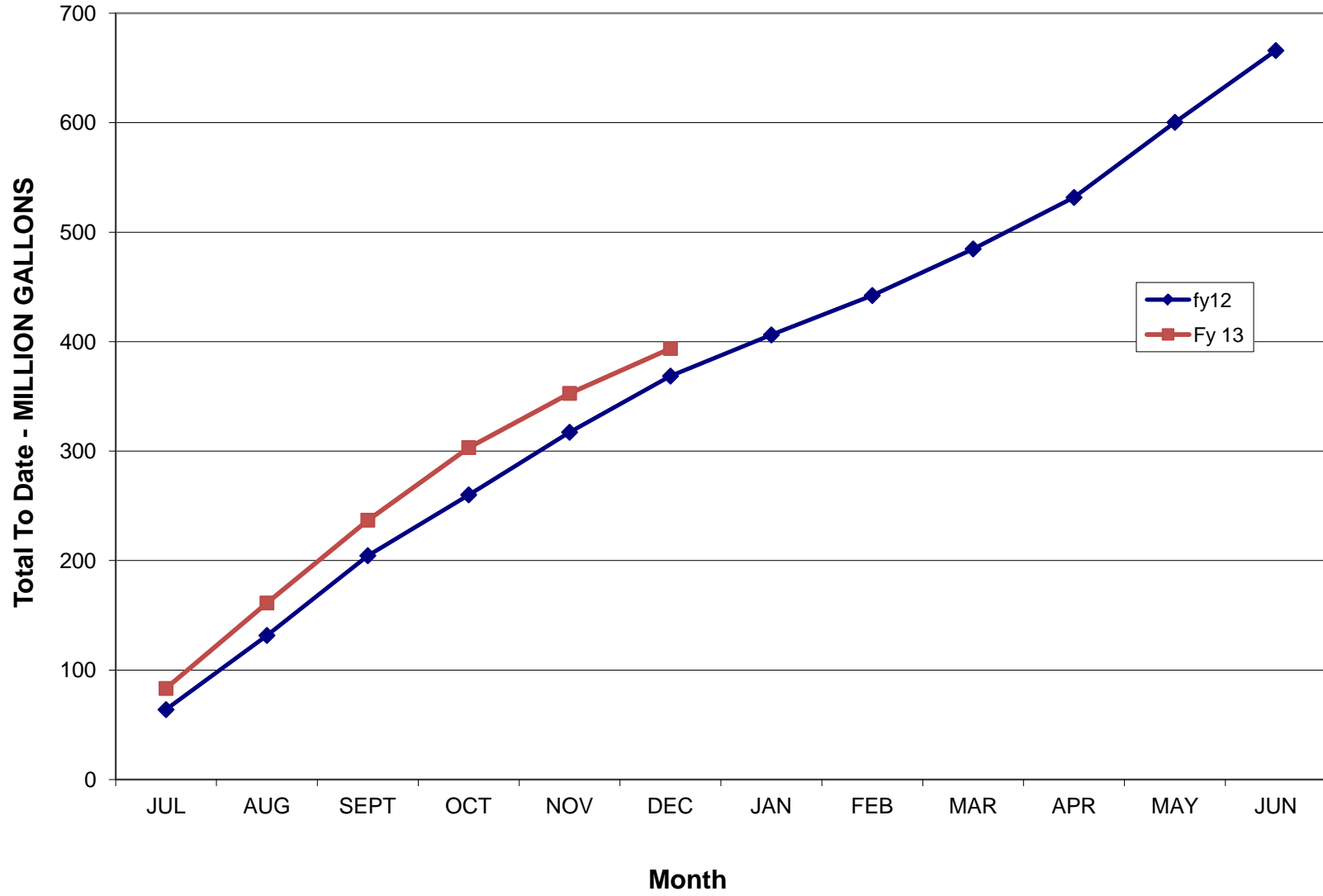
	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	8.34	42.14	307.13	321.53	315.47	363.67	48.20
<b>% Total</b>	<b>2.64%</b>	<b>11.59%</b>	<b>97.36%</b>	<b>88.41%</b>	<b>86.75%</b>		

		Nunes Meter	BW Return	Wells	Difference	SFPUC Pilarcitos meter	SFPUC CSP meter	Skylawn 1	Skylawn 2	SFPUC Total	SFPUC - Nunes	% difference
2010	Mar	51.35	1.994	11.65	37.71	36.527	0	0	0	36.53	-1.18	-3.23
2010	Apr	46.352	2.273	0	44.08	52.741	0.18	0	0	52.92	8.84	16.71
2010	May	50.188	1.712	0	48.48	46.003	0.307	0	0	46.31	-2.17	-4.68
2010	Jun	58.15	1.518	0	56.63	49.528	13.063	0.689	1.9	60.00	3.37	5.62
2010	Jul	67.083	1.416	0	65.67	57.554	15.116	1.064	8.416	63.19	-2.48	-3.92
2010	Aug	62.409	1.632	0	60.78	41.4	18.17	1.358	5.148	53.06	-7.71	-14.54
2010	Sep	59.305	1.907	0	57.40	22.167	34.64	1.375	6.938	48.49	-8.90	-18.36
2010	Oct	58.515	2.425	0	56.09	38.133	23.69	7.509	0	54.31	-1.78	-3.27
2010	Nov	47.565	1.667	8.08	37.82	41.379	0	0	0	41.38	3.56	8.61
2010	Dec	42.708	1.937	7.69	33.08	35.518	0	0	0	35.52	2.44	6.86
2011	Jan	45.581	1.698	13.73	30.15	28.22	0	0	0	28.22	-1.93	-6.85
2011	Feb	41.391	1.429	10.77	29.19	29.7412	0	0	0	29.74	0.55	1.85
2011	Mar	43.223	1.729	14.1	27.39	36.443	0	0	0	36.44	9.05	24.83
2011	Apr	48.456	1.61	0	46.85	44.15	8.71	0.837	0	52.02	5.18	9.95
2011	May	58.725	2.046	0	56.68	58.57	4.39	8.224	0	54.74	-1.94	-3.55
2011	Jun	57.505	1.944	0	55.56	59.29	5.69	6.383	0	58.60	3.04	5.18
2011	Jul	60.788	2.195	0	58.59	62.649	1.03	3.269	0	60.41	1.82	3.01
2011	Aug	59.944	1.831	0	58.11	61.34	6.38	5.106	0	62.61	4.50	7.19
2011	Sep	62.484	1.899	0	60.59	68.543	4.814	6.130	0	67.23	6.64	9.88
2011	Oct	55.664	1.955	0	53.71	50.99	4.67	2.185	0	53.48	-0.23	-0.44
2011	Nov	49.984	1.667	11.06	37.26	21.8	23.48	3.923	0	41.36	4.10	9.91
2011	Dec	51.59	1.482	7.2	42.91	27.02	16.82	0.000	0	43.84	0.93	2.13
2012	Jan	51.982	1.532	5.97	44.48	0	57.56	4.840	0	52.72	8.24	15.63
2012	Feb	47.773	1.439	9.84	36.49	0	27.17	0.000	0	27.17	-9.32	-34.32
2012	Mar	47.727	1.527	13.66	32.54	6.348	22.64	2.844	0	26.14	-6.40	-24.46
2012	Apr	48.22	1.462	0	46.76	46.728	0.28	0.355	0	46.65	-0.11	-0.23
2012	May	64.22	1.588	0	62.63	68.01	1.62	0.637	0	68.99	6.36	9.22
2012	Jun	66.38	1.89	0	64.49	34.09	33.78	4.411	0	63.46	-1.03	-1.62
2012	Jul	72	1.887	0	70.11	20.63	44.25	9.575	1.509464	53.80	-16.32	-30.33
2012	Aug	70.89	3.55	0	67.34	18.978	42.67	7.140	1.184084	53.32	-14.02	-26.29
2012	Sep	65.97	3.13	0	62.84	0	57.31	8.139	1.456356	47.71	-15.13	-31.70
2012	Oct	59.67	3.09	0	56.58	0	48.48	5.255	1.587256	41.64	-14.94	-35.89
2012	Nov	49.106	2.719	3.74	42.65	0	46.21	0.001	1.052436	45.16	2.51	5.56
2012	Dec	43	2.62	4.6	35.78	15.249	13.35	0.000	0.678436	27.92	-7.86	-28.15
<b>TOTAL</b>		<b>4172.83</b>	<b>180.23</b>	<b>228.21</b>	<b>3764.39</b>	<b>1960.19</b>	<b>2173.46</b>	<b>187.24</b>	<b>53.08</b>	<b>3893.33</b>	<b>128.94</b>	<b>3.31</b>
<b>AVERAGE</b>		<b>56.39</b>	<b>2.44</b>	<b>3.08</b>	<b>50.87</b>	<b>26.49</b>	<b>29.37</b>	<b>2.53</b>	<b>1.18</b>	<b>52.61</b>	<b>1.74</b>	<b>1.78</b>
<b>All results in MG.</b>												

Monthly Production FY 12 vs. FY 13



Cumulative Production FY 12 vs. FY13



Plant Water Use			Unmetered Water						2013		MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	0.000	1.532	1.532	0.000	0.055	0.015	0.010	0.000	0.498	0.577		
FEB	0.000	1.439	1.439	0.000	0.007	1.023	0.010	0.000	-0.032	1.008		
MAR	0.000	1.527	1.527	0.009	0.011	0.007	0.010	0.000	0.071	0.108		
APR	0.000	1.462	1.462	0.000	0.009	0.097	0.010	0.000	-0.118	-0.003		
MAY	0.000	1.588	1.588	0.000	0.022	0.019	0.003	0.000	0.952	0.995		
JUN	0.000	1.083	1.083	0.250	0.028	2.317	0.003	0.000	0.061	2.659		
JUL	0.000	1.887	1.887	0.000	0.019	0.862	0.003	0.000	-0.125	0.759		
AUG	0.000	3.550	3.550	0.015	0.015	1.688	0.003	0.000	-0.587	1.134		
SEP	0.000	3.130	3.130	0.000	0.013	0.213	0.002	0.000	-0.270	-0.043		
OCT	0.000	3.090	3.090	0.000	0.011	0.040	0.004	0.000	0.154	0.209		
NOV	0.000	2.719	2.719	0.004	0.047	0.025	0.004	0.250	0.083	0.413		
DEC	0.000	2.620	2.620	0.005	0.010	0.030	0.004	0.000	0.034	0.082		
<b>TOTAL</b>	<b>0.00</b>	<b>25.63</b>	<b>25.63</b>	<b>0.28</b>	<b>0.25</b>	<b>6.33</b>	<b>0.07</b>	<b>0.25</b>	<b>0.72</b>	<b>7.90</b>		

**Coastside County Water District Monthly Sales By Category (MG)  
FY 2013**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.258	49.337	26.440	47.479	22.875	30.920							204.31
COMMERCIAL	6.155	1.520	5.183	1.699	4.636	1.450							20.64
RESTAURANT	3.000	0.223	2.903	0.236	2.533	0.154							9.05
HOTELS/MOTELS	4.223	1.737	3.863	1.964	2.966	1.451							16.20
SCHOOLS	2.768	1.976	3.189	1.064	0.383	0.266							9.65
MULTI DWELL	3.424	2.725	3.155	2.895	2.548	2.385							17.13
BEACHES/PARKS	0.865	0.053	0.931	0.053	0.777	0.011							2.69
AGRICULTURE	7.336	4.445	5.284	5.269	3.644	6.045							32.02
RECREATIONAL	0.064	0.198	0.055	0.197	0.027	0.136							0.68
MARINE	1.236	0.000	1.266	0.000	1.321	0.000							3.82
IRRIGATION	15.892	12.567	13.331	9.844	1.320	1.361							54.32
Portable Meters	0.019	0.432	0.102	0.304	0.000	0.200							1.06
<b>TOTAL - MG</b>	<b>72.24</b>	<b>75.21</b>	<b>65.70</b>	<b>71.00</b>	<b>43.03</b>	<b>44.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>371.57</b>

Non Residential Usage	44.982	25.876	39.262	23.523	20.156	13.459	0.000	0.000	0.000	0.000	0.000	0.000	
<b>Running 12 Month Tot</b>						<b>677.15</b>							
12 mo Ave Residential	30.75	59.46	55.52	53.55	49.82	47.86							
12 mo Ave Non Resider	23.80	24.34	24.95	25.08	24.65	24.71							
Total	54.55												

**FY 2012**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	25.339	44.609	24.355	44.659	20.269	31.474	21.373	37.948	18.862	32.287	20.628	45.267	367.07
COMMERCIAL	6.146	1.226	6.238	1.328	5.307	1.166	5.235	1.429	4.104	1.387	4.717	1.437	39.72
RESTAURANT	2.834	0.188	2.789	0.269	2.554	0.157	2.765	0.166	2.438	0.203	2.969	0.219	17.55
HOTELS/MOTELS	3.510	1.828	3.463	2.167	2.967	0.387	1.690	0.492	2.177	1.720	3.051	1.600	25.05
SCHOOLS	1.668	1.609	1.859	2.000	1.388	0.998	1.093	1.701	0.539	0.525	1.928	2.089	17.40
MULTI DWELL	2.786	2.732	3.041	2.958	2.550	2.366	2.696	2.492	2.452	2.597	2.714	2.580	31.96
BEACHES/PARKS	0.748	0.040	0.742	0.034	0.459	0.120	0.325	0.015	0.298	0.016	0.435	0.046	3.28
AGRICULTURE	4.642	3.490	6.211	8.033	4.965	6.586	6.872	6.512	7.912	7.157	8.143	5.675	76.20
RECREATIONAL	0.052	0.193	0.037	0.221	0.028	0.171	0.046	0.159	0.034	0.442	0.039	0.328	1.75
MARINE	1.050	0.000	1.174	0.000	0.924	0.000	0.788	0.000	1.702	0.000	1.124	0.000	6.76
IRRIGATION	3.577	7.522	6.419	4.132	4.112	0.681	2.907	1.076	3.003	0.881	2.353	9.278	45.94
Portable Meters	0.000	0.539	0.000	0.821	0.000	0.188	0.000	0.148	0.000	0.148	0.000	0.148	1.99
<b>TOTAL - MG</b>	<b>52.35</b>	<b>63.98</b>	<b>56.33</b>	<b>66.62</b>	<b>45.52</b>	<b>44.29</b>	<b>45.79</b>	<b>52.14</b>	<b>43.52</b>	<b>47.36</b>	<b>48.10</b>	<b>68.67</b>	<b>634.68</b>

Non Residential Usage	27.013	19.367	31.972	21.964	25.254	12.820	24.417	14.190	24.661	15.076	27.473	23.400	
<b>Running 12 Month Total</b>													<b>634.68</b>
12 mo Ave Residential	30.86	30.11	30.00	29.74	29.57	29.70	29.85	30.22	30.18	30.27	30.29	30.59	
12 mo Ave Non Resider	21.80	21.29	21.01	20.88	21.34	21.53	22.12	22.18	22.63	22.67	22.43	22.30	
Total	52.66	51.40	51.01	50.62	50.91	51.23	51.97	52.40	52.81	52.94	52.72	52.89	
	Aug-10	Sep-10	Oct-10	Nov-10	Nov-10	Dec-10	Jan-11	Feb-11	Feb-11	Mar-11	Apr-11	Apr-11	

## Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/ (Gallons)*	Est. Water Loss (Gallons)*	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
12/14/2012	456 Willow HMB	4" CI	15,000	<b>Total</b> \$259.48	Men      Hours		\$2,109.48
					4      5	\$1,850	
12/20/2012	414 Sonora Ave	1" Black Plastic	15,000	<b>Total</b> \$305.94	Men      Hours		\$2,205.94
					3      6	\$1,900	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	

\*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services

<b>Total Water Loss</b>	<b>0.0300 MG</b>	<b>Total Cost</b>	<b>\$4,315.42</b>
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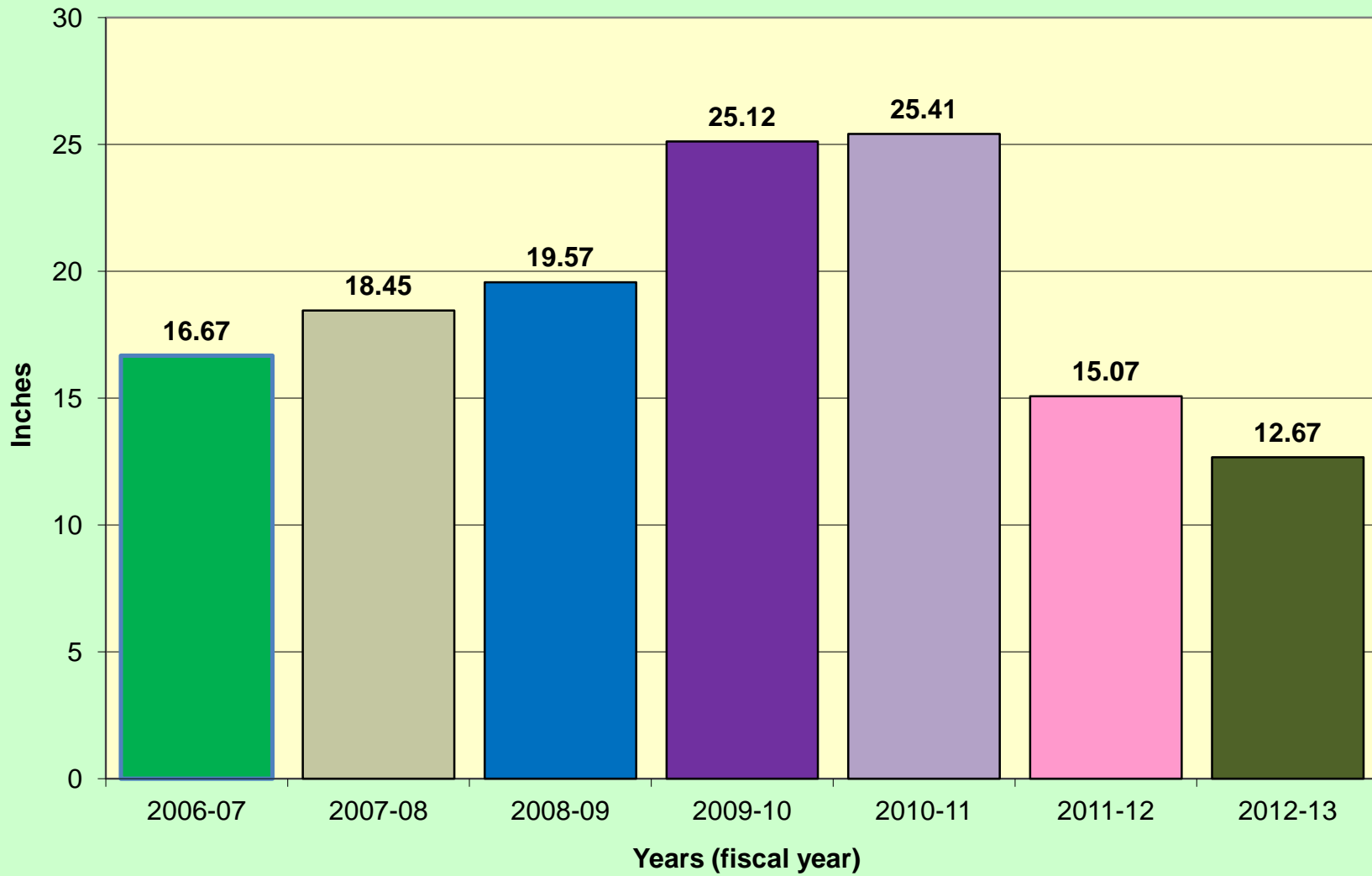
staff	\$50/hr
backhoe	\$50/hr
service truck	\$50/hr
dumptruck	\$50/hr
supvisor time	\$75
pickup truck	\$25/hr



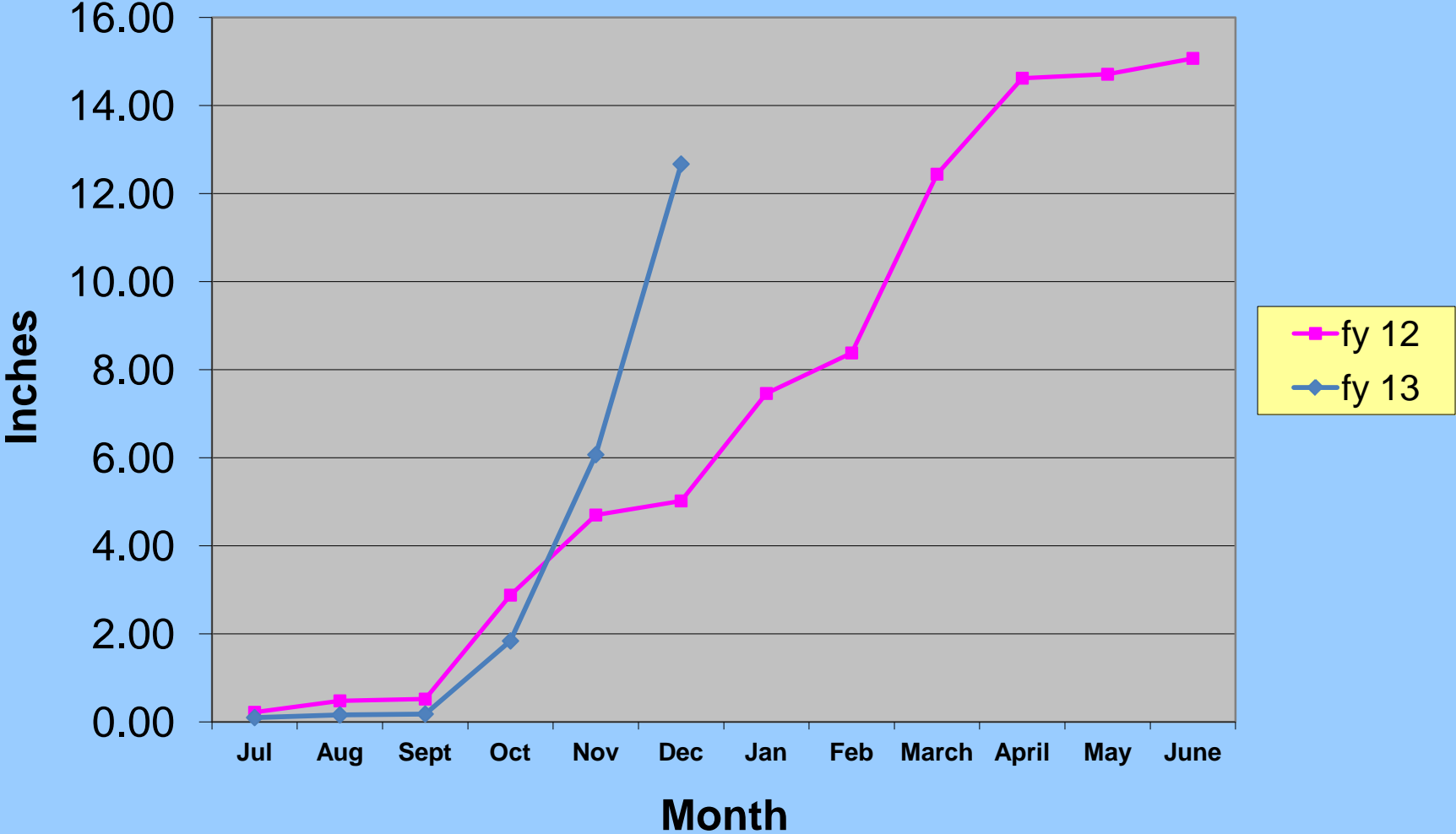


# Rain Totals

## July 2012



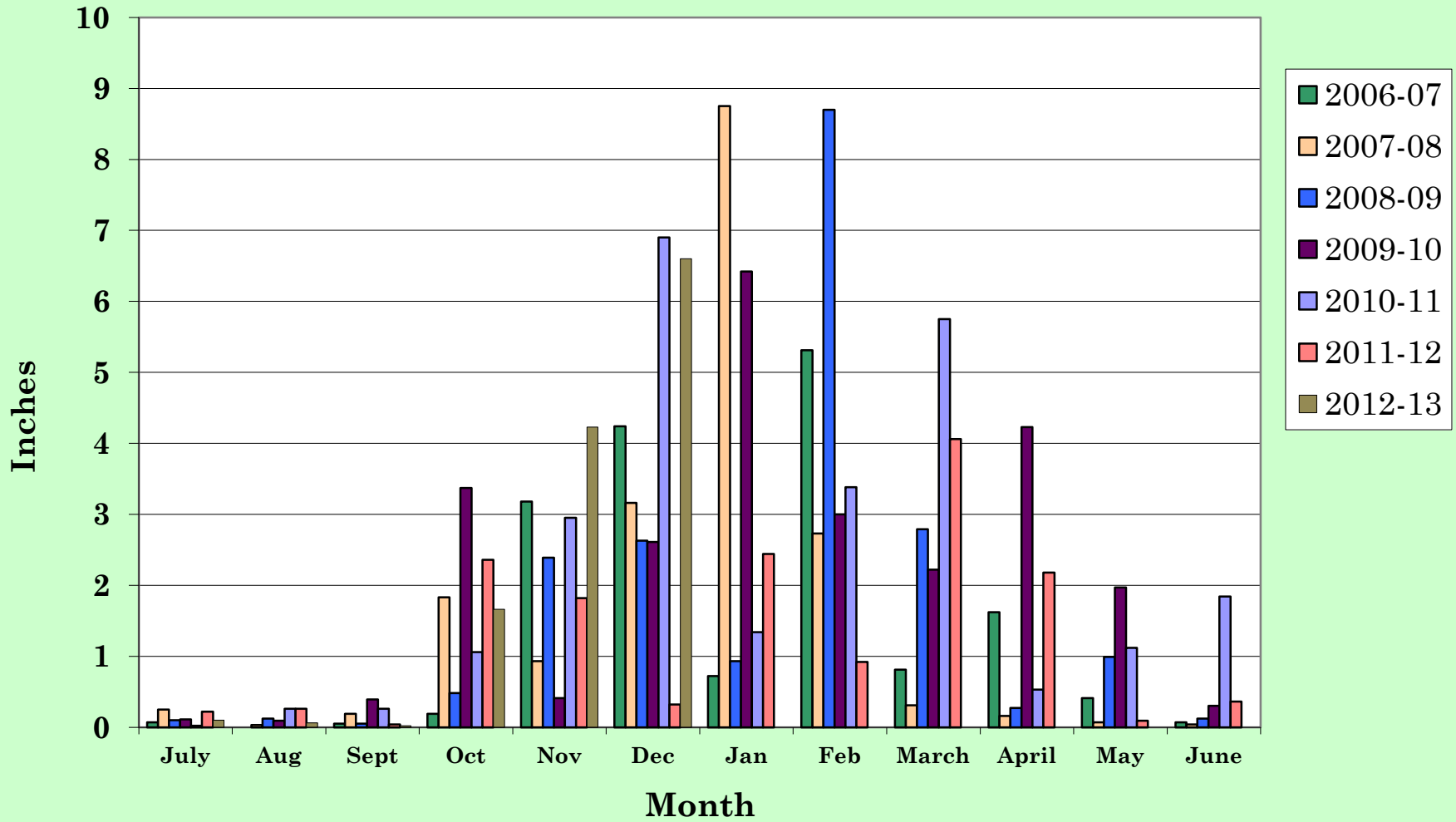
# Rainfall Totals FY 2013



# Coastside County Water District

## Rainfall by Month

July '12 thru Jun '13



MONTHLY CLIMATOLOGICAL SUMMARY for DEC. 2012

NAME: CCWD weather station CITY: STATE:  
 ELEV: 80 ft LAT: 37° 18' 00" N LONG: 122° 18' 00" W

TEMPERATURE (°F), RAIN (in), WIND SPEED (mph)

DAY	MEAN			HEAT		COOL		RAIN	AVG		DOM	
	TEMP	HIGH	TIME	DEG	TIME	DEG	WIND		HIGH	TIME		DIR
1	59.9	64.0	1:30p	58.1	1:30a	5.1	0.0	0.71	5.2	20.0	9:30p	SSW
2	55.6	60.7	5:30a	45.7	9:30p	9.4	0.0	0.87	4.0	26.0	8:30a	WSW
3	51.0	60.8	12:00p	43.7	8:00a	14.0	0.0	0.01	1.1	8.0	7:00a	E
4	55.7	60.9	12:30p	47.4	1:00a	9.3	0.0	0.01	1.7	14.0	12:30p	WSW
5	60.4	64.1	2:00p	57.3	12:00m	4.6	0.0	0.43	1.8	16.0	12:30a	SSW
6	54.0	58.4	3:30p	47.4	10:30p	11.0	0.0	0.00	1.4	11.0	5:00a	NE
7	50.9	60.2	1:30p	42.4	12:00m	14.1	0.0	0.00	1.3	10.0	2:00a	E
8	50.8	60.7	2:00p	41.9	2:30a	14.2	0.0	0.02	2.8	17.0	12:30p	NE
9	56.1	68.6	2:00p	43.8	12:30a	9.1	0.2	0.00	2.1	14.0	10:30a	E
10	59.3	69.6	2:30p	45.8	12:00m	6.4	0.7	0.00	3.6	30.0	9:00a	E
11	50.3	55.0	12:30p	44.0	5:00a	14.7	0.0	0.09	1.2	11.0	8:30p	W
12	48.8	54.8	2:30p	40.1	12:00m	16.2	0.0	0.26	1.1	14.0	9:00a	W
13	44.6	54.4	2:30p	38.1	12:00m	20.4	0.0	0.01	2.0	13.0	9:00a	ENE
14	44.4	53.3	1:00p	36.9	2:00a	20.6	0.0	0.02	0.6	6.0	4:30p	E
15	44.7	50.8	11:30a	37.7	6:30a	20.3	0.0	0.10	1.2	8.0	11:30a	ENE
16	52.3	57.2	12:00p	46.9	7:00a	12.7	0.0	0.04	2.6	14.0	11:30p	SSW
17	54.3	59.6	1:30p	49.4	8:30p	10.7	0.0	0.41	2.7	19.0	4:30a	WSW
18	47.0	52.3	1:00p	37.8	11:30p	18.0	0.0	0.00	3.7	24.0	1:30p	NE
19	41.9	56.8	2:30p	33.9	5:00a	23.1	0.0	0.00	1.4	9.0	6:00a	E
20	50.6	61.1	2:00p	36.2	1:00a	14.4	0.0	0.00	3.7	19.0	12:00p	SSW
21	54.1	55.8	10:00a	52.8	12:00p	10.9	0.0	0.54	6.9	24.0	4:30a	SSW
22	54.2	60.0	1:30p	48.9	8:30a	10.8	0.0	0.45	4.4	21.0	2:00a	WSW
23	53.4	56.6	6:00p	46.7	12:00m	11.6	0.0	1.60	4.7	26.0	12:00p	SSW
24	48.8	58.2	1:00p	43.4	8:00a	16.2	0.0	0.06	0.7	9.0	12:00p	E
25	48.1	53.7	8:00p	41.8	2:00a	16.9	0.0	0.28	2.7	20.0	6:00p	E
26	51.3	54.8	2:00p	48.5	8:00a	13.7	0.0	0.13	3.5	20.0	8:30p	NE
27	48.9	55.6	2:30p	40.2	9:30p	16.1	0.0	0.00	1.9	11.0	1:00a	NE
28	46.4	55.4	3:00p	38.6	6:30a	18.6	0.0	0.31	1.3	9.0	11:30a	E
29	45.8	54.5	3:30p	38.3	12:00m	19.2	0.0	0.25	2.9	18.0	7:30a	E
30	44.5	55.8	3:00p	38.0	1:30a	20.5	0.0	0.00	1.6	10.0	11:00a	E
31	44.7	56.5	3:30p	36.3	8:00a	20.3	0.0	0.00	1.6	12.0	11:30a	E
	50.7	69.6	10	33.9	19	443.1	0.9	6.60	2.5	30.0	10	E

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 1.60 ON 12/23/12

Days of Rain: 18 (>.01 in) 12 (>.1 in) 1 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

DATE	TEMPERATURE		24 HR AMOUNTS		PRECIPITATION		WEATHER (Observation Day)							RIVER STAGE			REMARKS (SPECIAL OBSERVATIONS, ETC.)			
	24 HRS ENDING AT OBSERVATION		Rain, melted snow, etc. (in and hundredths)	Snow, ice pellets, hail (ins and tenths)	Snow, ice pellets, hail (ins and tenths)	Ice on ground (in)	Mark 'X' for all types occurring each day							Condition	Gage reading at ___ AM	Tendency				
	MAX	MIN	AT OBSN	AT OB	A.M.	NOON	P.M.	Tog	Ice pellets	Glaze	Thunder	Hail	Damaging winds	Time of occurrence if different from above						
1	63	57	60	0.20																
2	61	55	58	1.40																
3	59	42	55	0.02																
4	60	46	59	0.01																
5	64	56	61	0.47																
6	61	49	58	0.01																
7	59	42	57	0.00																
8	60	39	59	T																
9	67	41	62	0.00																
10	69	48	60	0.00																
11	60	40	52	0.00																
12	55	47	53	0.32																
13	54	36	53	T																
14	53	36	52	0.03																
15	57	36	49	0.10																
16	56	44	55	0.05																
17	60	52	55	0.34																
18	58	38	50	0.02																
19	52	32	51	0.00																
20	60	33	57	0.00																
21	57	52	54	0.18																
22	57	48	56	0.95																
23	56	50	52	1.38																
24	57	43	54	0.91																
25	55	40	51	0.11																
26	55	48	54	0.44																
27	54	49	53	0.01																
28	55	37	54	0.00																
29	54	43	52	0.72																
30	56	37	53	0.00																
31	55	34	47	0.01																
58.0	43.5	SUM	7.68																	

CHECK BAR (for wire weight) NORMAL CHECK BAR

READING DATE

CONDITION OF RIVER AT GAGE

A. Obstructed by rough ice  
B. Frozen, but open at gage  
C. Upper surface smooth ice  
D. Ice gorge above gage  
E. Ice gorge below gage  
F. Shore ice  
G. Floating ice  
H. Pool stage

OBSERVER  
SUPERVISING OFFICE  
MTR San Francisco

STATION INDEX NO.  
04-3714-04

## ***STAFF REPORT***

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

**From: David Dickson, General Manager**

**Agenda: January 8, 2013**

Report

Date: January 3, 2013

**Subject: Approval of Contract with California CAD Solutions for Digital Mapping Services**

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### **Recommendation:**

Authorize staff to contract with California CAD Solutions for GPS location of District meters and associated digital mapping services in an amount not to exceed \$54,255.

### **Background:**

Staff has been working with California CAD Solutions (CalCAD) over the last two years to digitize the District's maps and to implement a geographic information system (GIS). With GPS (global positioning system) location of all of the District's pipelines, valves, hydrants, and other assets completed, the final step in the digital mapping process is to locate all of our water meters. In addition to creating an easily accessible record of the precise location of the water meter(s) serving each parcel, this process will give us a physical inventory of every meter and water service in the District that we can use as a check against our account records.

CalCAD proposes to do the GPS location work for \$54,255 (proposal attached). As our GIS service provider, CalCAD is the only company in a position to provide these services and to update our maps and database. Staff recommends that we contract with CalCAD for this work.

### **Fiscal Impact:**

Cost of \$54,000. The approved Fiscal Year 2012/13 - 2021/22 Capital Improvement Program included \$50,000 for digital mapping. Approval of this project will increase total FY12-13 digital mapping expenditures to \$92,000.



# Quote

P.O. Box 4779  
 Modesto CA 95352  
 www.calcad.com

Date	Quote #
12/21/2012	605101

<b>Bill To</b>		<b>Ship To</b>		
Coastside County Water District 766 Main Street Half Moon Bay CA 94019		Coastside County Water District 766 Main Street Half Moon Bay CA 94019		
<b>Expires</b>	<b>Terms</b>	<b>Ship Via</b>	<b>Tracking #</b>	<b>Sales Rep</b>
1/20/2013	Net 30			Kinser

Qty	Item	Description	S/N	Unit Price	Amount
6,434	SERVICE	GPS remainder of meters in the District  6,434 Meter count based on an estimate of 7,000 total system meters minus the 566 collected in the Ocean Colony pilot project		7.50	48,255.00
1	Data Updating	- District-supplied Meter Route sheets to be used as the basis for determining meters to be collected. CCS staff will massage the data received from the District to make sure it is in a configuration suitable for the data collection process.  - Assign Meter number for meters using District Supplied Meter Route sheets to enable connection to SpringBrook  - Create Quick Report and Detail Report for Meters pulling data from Springbrook based on Meter number  - District Staff to work with CCS to determine Springbrook data to be included in the reports		6,000.00	6,000.00
				<b>Total</b>	\$54,255.00



## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** January 8, 2013

Report

Date: January 4, 2013

**Subject:** Mid-Year Financial Review

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### **Recommendation:**

Information only.

### **Background:**

A mid-year review of the District's revenue and expenses versus budget (see attached spreadsheet) shows that our financials are essentially on target. Notable variances include:

#### **Revenue**

- Water revenue is \$294,000 (7.8%) better than budget due to increased water use.
- Non-operating revenue is \$83,000 under budget due to an unbudgeted refund for a metering error.

#### **Operating Expenses**

- Water purchases from SFPUC are \$43,000 over budget due to higher water use and delays in starting the Denniston plant. As discussed with the Board previously, we expect that correction for SFPUC metering problems will result in an additional billing that could exceed \$250,000 for the year-to-date period.
- Pumping expenses for Crystal Springs are \$13,000 over budget due to the failure of the Stone Dam pipeline in August 2011.
- Vehicle maintenance expenses are \$28,000 over budget due to the work needed to bring the utility truck into compliance with new diesel emission regulations.

Adjusting year-to-date operating expenses by \$250,000 to account for the SFPUC billing adjustment, operating expenses would be \$130,000 (3.8%) over budget, offset by the better-than-budget water revenue.

### **Fiscal Impact:**

None.

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**

**31-Dec-12**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>CASH BASIS YTD ACTUAL</b>	<b>YTD BUDGET</b>	<b>B/(W) VARIANCE</b>	<b>B/(W) % VAR</b>	<b>CASH BASIS ADJUSTMENTS <small>(see note)</small></b>
<b>OPERATING REVENUE</b>						
1-0-4120-00	Water Revenue -All Areas	4,049,944	3,755,498	294,446	7.8%	(55,619.58)
<b>TOTAL OPERATING REVENUE</b>		<b>4,049,944</b>	<b>3,755,498</b>	<b>350,066</b>	<b>9.3%</b>	
<b>NON-OPERATING REVENUE</b>						
1-0-4170-00	Water Taken From Hydrants	14,999	12,500	2,499	20.0%	
1-0-4180-00	Late Notice -10% Penalty	42,244	25,002	17,242	69.0%	
1-0-4230-00	Service Connections	4,178	4,000	178	4.5%	
1-0-4920-00	Interest Earned	1,767	1,770	(3)	(0.2%)	
1-0-4930-00	Tax Apportionments/Cnty Checks	364,786	365,000	(214)	(0.1%)	
1-0-4950-00	Miscellaneous Income	17,252	18,500	(1,248)	(6.7%)	
1-0-4955-00	Cell Site Lease Income	60,236	58,762	1,474	2.5%	
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	
1-0-4990-00	Water Sales Refunded	(103,377)	0	(103,377)	0.0%	
<b>TOTAL NON-OPERATING REVENUE</b>		<b>402,085</b>	<b>485,534</b>	<b>(83,449)</b>	<b>-17.2%</b>	
<b>TOTAL REVENUES</b>		<b>4,452,030</b>	<b>4,241,032</b>	<b>266,617</b>	<b>6.3%</b>	
<b>OPERATING EXPENSES</b>						
1-1-5130-00	Water Purchased	1,240,168	1,196,969	(43,199)	(3.6%)	242,845.60
1-1-5230-00	Pump Exp, Nunes T P	14,734	11,920	(2,814)	(23.6%)	2,342.65
1-1-5231-00	Pump Exp, CSP Pump Station	208,349	195,660	(12,689)	(6.5%)	11,227.39
1-1-5232-00	Pump Exp, Trans. & Dist.	8,264	5,583	(2,681)	(48.0%)	1,431.97
1-1-5233-00	Pump Exp, Pilarcitos Can.	1,790	4,503	2,713	60.2%	21.03
1-1-5234-00	Pump Exp. Denniston Proj.	3,482	39,785	36,303	91.2%	629.85
1-1-5235-00	Denniston T.P. Operations	3,595	10,695	7,100	66.4%	95.60
1-1-5236-00	Denniston T.P. Maintenance	10,571	18,000	7,429	41.3%	8,554.94
1-1-5240-00	Nunes T P Operations	45,173	53,370	8,197	15.4%	3,203.37
1-1-5241-00	Nunes T P Maintenance	23,704	20,000	(3,704)	(18.5%)	556.96
1-1-5242-00	CSP Pump Station Operations	5,322	4,248	(1,074)	(25.3%)	581.37
1-1-5243-00	CSP Pump Station Maintenance	23,062	19,998	(3,064)	(15.3%)	117.41
1-1-5250-00	Laboratory Services	10,818	20,593	9,775	47.5%	796.93
1-1-5318-00	Studies/Surveys/Consulting	0	34,000	34,000	100.0%	
1-1-5321-00	Water Conservation	12,913	37,098	24,185	65.2%	2,480.07
1-1-5322-00	Community Outreach	4,606	17,598	12,992	73.8%	432.00
1-1-5411-00	Salaries & Wages -Field	503,428	492,660	(10,768)	(2.2%)	41,588.65
1-1-5412-00	Maintenance -General	101,254	81,900	(19,354)	(23.6%)	3,504.00
1-1-5414-00	Motor Vehicle Expense	50,611	22,320	(28,291)	(126.8%)	2,840.21
1-1-5415-00	Maintenance -Well Fields	404	3,000	2,596	86.5%	
1-1-5610-00	Salaries/Wages-Administration	342,486	331,362	(11,124)	(3.4%)	27,547.91
1-1-5620-00	Office Supplies & Expense	51,702	65,310	13,608	20.8%	5,301.25
1-1-5621-00	Computer Services	20,373	37,500	17,127	45.7%	2,059.10
1-1-5625-00	Meetings / Training / Seminars	8,798	10,000	1,202	12.0%	1,278.51
1-1-5630-00	Insurance	61,103	62,500	1,397	2.2%	7,595.75
1-1-5635-00	EE/Ret. Medical Insurance	177,422	225,941	48,519	21.5%	
1-1-5640-00	Employees Retirement Plan	239,375	243,284	3,910	1.6%	17,330.34
1-1-5645-00	SIP 401K Plan	0	0	0	0.0%	
1-1-5681-00	Legal	19,979	30,000	10,021	33.4%	2,552.80
1-1-5682-00	Engineering	2,209	7,000	4,791	68.4%	240.00
1-1-5683-00	Financial Services	13,775	17,500	3,725	0.0%	
1-1-5684-00	Payroll Tax Expense	57,362	58,933	1,571	2.7%	4,618.25
1-1-5687-00	Membership, Dues, Subscript.	31,438	32,200	762	2.4%	
1-1-5688-00	Election Expenses	0	0	0	0.0%	

ACCOUNT	DESCRIPTION	CASH BASIS YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR	CASH BASIS ADJUSTMENTS
1-1-5689-00	Labor Relations	0	3,000	3,000	100.0%	
1-1-5700-00	San Mateo County Fees	13,489	9,900	(3,589)	0.0%	
1-1-5705-00	State Fees	8,146	16,800	8,654	0.0%	
<b>TOTAL OPERATING EXPENSES</b>		<b>3,319,904</b>	<b>3,441,130</b>	<b>121,226</b>	<b>3.5%</b>	<b>391,774</b>
<b>CAPITAL ACCOUNTS</b>						
1-1-5711-00	Debt Svc/Existing Bonds 1998A	258,383	258,383	0	0.0%	
1-1-5712-00	Debt Svc/Existing Bonds 2006B	338,865	337,429	(1,436)	0.0%	
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	261,437	261,437	0	0.0%	
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>858,685</b>	<b>857,249</b>	<b>(1,436)</b>	<b>-0.2%</b>	
<b>TOTAL EXPENSES</b>		<b>4,178,589</b>	<b>4,298,379</b>	<b>119,790</b>	<b>2.8%</b>	

<b>NET INCOME</b>	<b>273,441</b>
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Note: Year-to-date revenue and expense figures shown here reflect cash-basis accounting and differ from figures presented in the monthly financial summary. Adjustments column shows FY13 cash expenses accrued into FY12 year end figures. This summary restores the accruals to the FY13 cash figures to present a more accurate year-to-date snapshot.

## ***STAFF REPORT***

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

**From:** David Dickson, General Manager

**Agenda:** January 8, 2013

**Subject:** Coastside County Water District Board Committees

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### **Recommendation:**

Consider appointments of Board members to serve on District Committees and as District representatives to external organizations and associations. Past practice has established that the President of the Board makes the appointments to committees and designates who will serve as the District representative to external agencies, except for the Bay Area Water Supply & Conservation Agency (BAWSCA) representative, who must be appointed by CCWD Board action. A copy of the current list of Board Committees is attached.

### **Background:**

The purpose of the District's Committees is to assist the Board with issues and decisions and provide recommendations pertaining to a variety of areas, including Finance, Water Quality, Human Resources, Water Resources and District Facilities. Each of the committees is comprised of two Board members with interest in the specific subject matter.

Each of the Committees has a particular charge or set of tasks to address. Standing Committees do their assigned work on a continuing basis. Committees meet as needed rather than on an established regular schedule. The District notices and conducts all Standing Committee meetings in accordance with Brown Act public meeting requirements.

The Board President and the Board may also form temporary Advisory Committees focused on a specific task or objective. An Advisory Committee dissolves after the completion of the task or achievement of the objectives.

Past District practice has established that committee appointments are the prerogative of the Board President. The paragraphs below provide additional detail on the Standing Committees.

## **Coastside County Water District Standing Committees**

### **Finance Committee**

The Finance Committee is responsible for reviewing and providing recommendations regarding the annual Operations and Maintenance and Capital Improvement Program budgets, and annual financial audits, as well as financial performance oversight. This Committee is also responsible for the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) related matters.

### **Water Quality Committee**

This Committee reviews and oversees the health and safety certification and compliance process required by state and federal laws, and all other issues related to water quality. This Committee also reviews the Annual Water Quality Report (Consumer Confidence Report), and the Annual Report to the Drinking Water Program.

### **Human Resources (Personnel & Recruitment) Committee**

The development and review of the General Manager's Performance Plan is the responsibility of this Committee, and includes meeting to discuss the mid-term and the annual performance evaluations, as well as preparation of the evaluation report to be approved by the Board. This Committee also reviews changes to staff position descriptions, revisions and additions to the District's personnel manual, and recruitment for vacant staff positions when necessary.

### **Water Resources Committee**

This Committee is responsible for oversight of the Pilarcitos Integrated Watershed Management Plan and reviews the District's Urban Water Management Plan, the Water Shortage and Drought Contingency Plan and the Memorandum of Understanding and Best Management Practices associated with the California Urban Water Conservation Council. This Committee may also be involved with San Francisco Public Utilities Commission (SFPUC) matters, including supply contract negotiations with the SFPUC in conjunction with the Bay Area Water Supply and Conservation Agency (BAWSCA).

### **District Facilities Committee**

This Committee oversees the development and implementation of the annual Capital Improvement Program. The Committee also reviews the Capital Improvement Program budget and schedule and presents recommendations to the Finance Committee. This Committee is also involved in the Denniston Restoration Project.

## **Coastside County Water District External Organization Representatives**

In addition to the District's Standing Committees, Board members may also serve as representatives to several external organizations, including the following:

### **Association of California Water Agencies (ACWA)**

ACWA is the largest statewide coalition of public water agencies in the country. It is a leader on California water issues and a respected voice for its members in both Sacramento and Washington, D.C. ACWA's 450 public agency members are responsible for 90% of the water delivered to communities, farms, and businesses in California. ACWA plays an active role in managing the states' water resources and promoting investments in water use efficiency, water recycling, ground management and desalination. ACWA's membership is organized into ten geographic regions. The regions provide a structure in which members can discuss issues of mutual concern, and based on that interaction, provide representative input to the ACWA Board. The District's ACWA representative typically attends the annual Spring and Fall Conferences and is eligible to vote as the District's voting designee in ACWA elections. A District Board Member may also serve as an ACWA Region 5 Director.

**Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) -** ACWA/JPIA provides liability coverages tailored to the unique needs of California Water Agencies. The District obtains its property, liability and worker's compensation coverage from the JPIA. As a member of the JPIA, the District names one of its directors and at least one alternate to sit on the ACWA/JPIA Board of Directors. The designated representative is able to vote at conferences. If the designated Director cannot attend a conference, then the alternate Director is allowed to vote in his/her absence. The designated Board member's term coincides with their term on the CCWD Board.

### **California Special District Association (CSDA)**

CSDA was formed in 1969 to provide active representation at the State Capitol for its nearly 900 members, made up of independent special districts, including irrigation, water, parks and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare and community service districts. CSDA pursues statewide policy legislation of benefit to special districts and provides advocacy, training, information, and financial services to help strengthen and increase the efficiency of special district operations. The agency is governed by a 19-member Board of Directors representing 6 regions throughout California. The District designates a CSDA representative to receive information and updates from CSDA.

**STAFF REPORT**

**Agenda: January 8, 2013**

**Subject: CCWD Board Committees**

**Page: 4 of 5**

**Local Agency Formation Commission (LAFCo)**

LAFCo is a state-mandated, independent agency with countywide jurisdiction over changes in organization and boundaries of cities and special districts, including annexations, detachments, incorporations and formations. The District annually designates a Board member and an alternate to represent the District for the purposes of participation in the LAFCo election of officers.

**Bay Area Water Supply & Conservation Agency (BAWSCA)**

BAWSCA was created on May 27, 2003 to represent the interests of the cities and water districts, and two private utilities located in Alameda, Santa Clara and San Mateo Counties that purchase water on a wholesale basis from the San Francisco Regional Water System. BAWSCA's goals are to ensure a reliable supply of high quality water at a fair price. The agency is governed by a 27-member Board of Directors comprised of representatives from all BAWSCA agencies. The District's BAWSCA representative must be appointed by Coastside County Water District Board action. The CCWD Board appointed Director Coverdell in June 2009 to serve as the BAWSCA representative for the current term through June 30, 2013.

**Montara Water & Sanitary District Mutual Interest Committee**

This Committee meets with members of the Montara Water & Sanitary District Committee to develop goals in areas of mutual interest to both Districts.

**Fiscal Impact:**

\$20,000 is included in the CCWD 2012/2013 Budget for Director's attendance at Regular Board meetings, Special Board meetings, and District Committee meetings.

Subject to Section XII of the Code of Conduct, each Board member is compensated in the amount of \$150.00 per meeting for attendance at Regular or Special meetings of the Board and Committees that are duly noticed in accordance with the requirements of the Ralph M. Brown Act (California Government Code 54950 et seq), and for other service rendered as a director at the request of the Board, subject to a maximum of \$150.00 per day and \$600.00 per calendar month.

**COASTSIDE COUNTY WATER DISTRICT  
BOARD COMMITTEES**

**OCTOBER 10, 2012**

<b><u>Standing Committees</u></b>	<b><u>Directors</u></b>
Finance Committee	Coverdell, Hannegan
Water Quality Committee	Feldman, Mickelsen
Human Resources Committee	Mickelsen, Hannegan
Water Resources Committee	Feldman, Mickelsen
District Facilities Committee	Feldman, Reynolds

<b><u>Advisory Committees</u></b>	<b><u>Directors</u></b>
Montara Water & Sanitary District (MWSD) Mutual Interest Committee	Feldman, Coverdell

<b><u>External Organizations</u></b>	<b><u>Director</u></b>
Association of California Water Agencies (ACWA)	Reynolds
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Reynolds
California Special District Association (CSDA)	Feldman
Bay Area Water Supply & Conservation Agency (BAWSCA) - 4 year term - June 2009 to June 30, 2013	Coverdell
Local Agency Formation Commission (LAFCo))	Board President *

*\* All other Directors are designated as alternates for the purpose of participation in LAFCo's election of officers*



## ***STAFF REPORT***

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

**From:** David Dickson, General Manager

**Agenda:** January 8, 2013

Report

Date: January 4, 2013

**Subject:** General Manager's Report

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### **Recommendation:**

None. Information only.

### **Background:**

For this month's report, I would like to highlight the following:

#### **1. Stone Dam Pipeline Emergency Interim Replacement Project**

District staff started up the temporary Stone Dam pipeline during the week of December 14. Although the pipeline is providing sufficient flow to meet current demand, we need to get more entrapped air out of the pipe in order to realize its full capacity. We have retained a firm to conduct a survey that will help us in this effort.

#### **2. Denniston Project Startup**

The semi-final inspection of the Denniston Treatment Plant Improvements Project we conducted on December 21 went well and identified additional items that need to be addressed before startup. We agreed to delay the startup from January 7 to January 14 to allow the controls contractor sufficient time to complete installation, programming and testing of the automated controls.

## **MONTHLY REPORT**

**To:** David Dickson, General Manager  
**From:** Joe Guistino, Superintendent of Operations  
**Agenda:** January 8, 2013

**Report**  
**Date:** January 3, 2013

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### **Monthly Highlights**

#### Temporary Stone Dame Pipeline

The pipeline was started on 17 December but still needs some remaining air to be purged before we can realize its true capacity.

#### Denniston Water Treatment Improvement Project

Contractors are cleaning up the site and tending to the punch list items for our impending start of the 5 day trial run on 14 January.

#### Avenue Cabrillo Main Replacement Project

All service transfers and asphaltting should be complete by the second week of January.

### **Source of Supply**

Crystal Springs Reservoir, Pilarcitos Reservoir and Pilarcitos Wells 1, 4, 4A and 5 were the sources of supply in December.

We switched to the Pilarcitos Source through the newly installed temporary Stone Dam Pipeline on 17 December with flows up to 900gpm.

### **Systems Improvement**

#### El Granada Tank 2 Pump Station

Crews modified the piping to the pump station to accommodate the larger pumps that Pump Repair will be installing in January. This is the last of the El Granada highland pump upgrade project that we have been working on for the last 2 years.

#### Denniston Access Road

Crews bladed and rocked the access road to accommodate vehicular traffic through the rainy season.

### **Update on Other Activities:**

#### Temporary Worker

We have hired Alex Amour to be our temporary worker from January through June.

### Teter Assignments

At present, Jim Teter is working on the following projects:

- El Granada Tank 2 repair, lining and coating
- Avenue Portola main replacement
- Alves Tank repair, lining and coating
- Main Street Bridge pipeline replacement
- Hazen's Tank replacement

We just added Hazen's Tank replacement to his queue since it will be coming up in our Capital Improvement Program (CIP) schedule in FY 14.

### Temporary Stone Dam Pipeline

The temporary pipeline was complete in December. The pipeline is currently supplying about 1000 gpm, which is compatible with our present water demand. We believe further efforts to purge all of the air from the line will increase its capacity to at least that of the old pipeline. There was no damage to the pipeline after the heavy wind and rains of 16 December.

### Dredging Permit

I have been in contact with San Mateo County Planning Department to keep them focused on our amendment to our present dredging permit. The amendment will allow us to remove vegetation and cut a swath through the swampy part of the reservoir to get better flows across our intakes. I also reminded them that we have just completed the 4<sup>th</sup> year of our 5 year dredging permit and that we must start on renewal efforts after next October.

### Pilarcitos Well 4A

The well had started to trip out after only a few minutes of run time. Pump repair diagnosed the problem as originating in the motor. They removed the pump in December for repair.

### National Pollution Discharge Elimination Survey (NPDES) – General Permit

The Regional Water Quality Control Board (RWQCB) is updating General Permits for all discharges into waterways of the state with an NPDES Task Force consisting of representatives of the largest bay area utilities. The regulations they have been discussing would impose significant obligations and costs on the District. I will start to attend these workshops in the future and will encourage another colleague from a similar sized water district to join me.

### **Safety/Training/Inspections/Meetings**

#### Safety Meetings and Training

There was no Safety Committee Meeting in December.

CINTAS Safety Training was on Office Ergonomics and Back Injury Prevention. Patterson, Winch, Duffy and Donovan attended the training. Matt Lowe of CINTAS interviewed all present in the office as to their office ergonomic setup.

#### Material Safety Data Sheets(MSDS)

The shop's MSDS binder was updated and installed in the shop lunch room.

#### Tailgate safety sessions in June

3 December – Understanding Material Safety Data Sheets (MSDSs)

10 December – The Safe Use of Compressed Air

18 December – C-O Could Spell D-E-A-T-H

26 December – Powerful Protection With PPE!

#### Training

See Denniston Treatment Improvement Project below.

### **Projects**

#### Denniston Water Treatment Improvement Project

Work in November consisted of completion of all wiring, pipe supports, wash water return basin stairway, chemical tank plumbing, internal door installation and the integration and programming of all process equipment. The semi final inspection took place on 21 December and a punch list was generated and is being resolved.

All mechanical equipment including the high lift units were tested and ran through their paces. All raw water was passed on to the creek with proper sampling in accordance with our NPDES permit.

Treatment Staff received training on the wash water basin scrapers and transfer pump.

- Week of 4 January – Kennedy/Jenks starts operational training of operators
- Week of 14 January – Facility start up and start 5 day testing. 30 day testing to commence immediately after 5 day testing.
- 18 February – Approximate date of final inspection pending success of 30 day testing and contractor completion of punch list.

#### Avenue Cabrillo Main Replacement Project

All new mains associated with this project were pressure tested, disinfected and tested. The contractor started replacing all service lines to each meter in December and will be completed with this phase early in January. District Staff toured the site with the contractor and the San Mateo County inspector to go over asphalt needs and to generate the punch list to complete the project.

#### Railroad Avenue Main Replacement Project

The contractor set the project boundaries and called in the Underground Service Alert (USA). We notified the neighbors with door hangers of the impending construction and our crews videoed the street to have documentation on the site prior to construction.

## STAFF REPORT

**To:** Board of Directors  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** January 8, 2013  
**Subject:** Water Resources

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This report includes:

- Update on the 2013 Water Year (October 1, 2012 through September 30, 2013)
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Observations from the National Oceanic and Atmospheric Administration weather station (No. 04-3714-04) report a total of 14.45 inches of precipitation for Half Moon Bay in the 2013 water year. This is above average (158%) precipitation for year to date.

The California Department of Water Resources performed their first snowpack survey for water year 2013 on January 2<sup>nd</sup> and the results revealed that the water content is above average (134%) for year to date.

This is a good start to the water year but the April 1<sup>st</sup> snowpack survey will provide the information needed to determine the available water supply for the next fiscal year.

