

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, March 8, 2011 - 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

Conference with Labor Negotiator

Pursuant to California Government Code §54957.6

Agency Designated Representatives: General Manager

Employee Organization: Teamsters Union, Local 856

4) RECONVENE TO OPEN SESSION

Public report of closed session action.

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, March 8, 2011- 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.

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 COMMENTS**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should proceed to the podium, give their name and address and provide their comments to the Board.

4) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager.

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

- A. Approval of disbursements for the month ending February 28, 2011: Claims: \$587,308.05; Payroll: \$ 70,536.71 for a total of \$657,844.76 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of the February 8, 2011 Board of Directors Meeting ([attachment](#))
- D. Monthly Water Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. February 2011 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for February 2011 ([attachment](#))
- K. Notice of Completion - Terrace Avenue Connection Piping Replacement Project ([attachment](#))
- L. Notice of Completion - Roosevelt and Alameda Valve Bolt Replacement Project ([attachment](#))
- M. Notice of Completion - Roosevelt Avenue Valve Bolt Replacement Project ([attachment](#))
- N. Resolution Concurring in Nomination of David T. Hodgkin to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Resolution Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the Denniston Water Treatment Plant Improvements Project ([attachment](#))

- B. Resolution Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the PLC Control Panel and Communications Improvements Project ([attachment](#))
- C. Fiscal Year 2010-2011 Revenue and Expense Budget and Capital Improvement Program - Draft ([attachment](#))

7) **GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS** ([attachment](#))

- Water Reclamation Update
- SFPUC Rate Restructuring Proposal
- California Department of Health Annual Nunes Water Treatment Plant Inspection Report

- A. Operations Report ([attachment](#))
- B. Water Resources Report ([attachment](#))

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

9) **ADJOURNMENT**

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
15712	COU05	RECORDER'S OFFICE	02/03/2011	0.00	24.00
15713	ALL04	ALLIED WASTE SERVICES #925	02/04/2011	0.00	312.78
15714	ALV01	ALVES PETROLEUM, INC.	02/04/2011	0.00	2,199.79
15715	ATT01	AT&T MOBILTY	02/04/2011	0.00	49.99
15716	COA 15	COASTSIDE NET, INC	02/04/2011	0.00	59.95
15717	HAR03	HARTFORD LIFE INSURANCE CO.	02/04/2011	0.00	1,709.36
15718	KAI01	KAISER FOUNDATION HEALTH	02/04/2011	0.00	9,993.00
15719	OCE04	OCEAN SHORE CO.	02/04/2011	0.00	1,193.04
15720	PAC02	PACIFICA CREDIT UNION	02/04/2011	0.00	750.00
15721	PUB01	PUB. EMP. RETIRE SYSTEM	02/04/2011	0.00	16,753.77
15722	TWI01	STEVE TWITCHELL	02/04/2011	0.00	157.86
15723	VAL01	VALIC	02/04/2011	0.00	1,620.00
15724	VER02	VERIZON WIRELESS	02/04/2011	0.00	459.77
15725	ASS01	HEALTH BENEFITS AUTHORITY (HBA	02/18/2011	0.00	21,507.96
15726	HAR03	HARTFORD LIFE INSURANCE CO.	02/18/2011	0.00	1,776.68
15727	PAC01	PACIFIC GAS & ELECTRIC CO.	02/18/2011	0.00	9,597.38
15728	PAC02	PACIFICA CREDIT UNION	02/18/2011	0.00	750.00
15729	PUB01	PUB. EMP. RETIRE SYSTEM	02/18/2011	0.00	16,681.82
15730	TEA02	TEAMSTERS LOCAL UNION #856	02/18/2011	0.00	775.00
15731	VAL01	VALIC	02/18/2011	0.00	1,620.00
15732	COU05	RECORDER'S OFFICE	02/18/2011	0.00	21.00
15752	ACT01	ACT ADVANCED CHEMICAL TRANSPOR	02/25/2011	0.00	1,564.88
15753	ADP01	ADP, INC.	02/25/2011	0.00	765.80
15754	ADV02	FRANK YAMELLO	02/25/2011	0.00	353.85
15755	AND01	ANDREINI BROS. INC.	02/25/2011	0.00	20,368.00
15756	APA01	NIHAT APAYDIN	02/25/2011	0.00	300.00
15757	ASS05	ACWA HEALTH BENEFITS AUTHORITY	02/25/2011	0.00	60.18
15758	ATT02	AT&T	02/25/2011	0.00	1,344.40
15759	ATT03	AT&T LONG DISTANCE	02/25/2011	0.00	56.31
15760	AZT01	AZTEC GARDENS, INC.	02/25/2011	0.00	190.00
15761	BAL04	BALANCE HYDROLOGICS, INC	02/25/2011	0.00	10,517.74
15762	BAR01	BARTKIEWICZ, KRONICK & SHANAHA	02/25/2011	0.00	72.50
15763	BAS01	BASIC CHEMICAL SOLUTION, LLC	02/25/2011	0.00	4,623.71
15764	BAY10	BAY ALARM COMPANY	02/25/2011	0.00	909.60
15765	BFI02	BFI OF CALIFORNIA, INC.	02/25/2011	0.00	857.50
15766	BIG01	BIG CREEK LUMBER	02/25/2011	0.00	208.95
15767	BOR01	BORGES & MAHONEY, INC.	02/25/2011	0.00	12,674.24
15768	BRE01	CATHLEEN BRENNAN	02/25/2011	0.00	122.10
15769	CAL08	CALCON SYSTEMS, INC.	02/25/2011	0.00	86.85
15770	CAR02	CAROLYN STANFIELD	02/25/2011	0.00	485.00
15771	CAR03	CARROT-TOP INDUSTRIES, INC.	02/25/2011	0.00	138.18
15772	COA19	COASTSIDE COUNTY WATER DIST.	02/25/2011	0.00	143.48
15773	COI01	COIT SERVICES INC	02/25/2011	0.00	2,280.00
15774	COM01	COMMUNICATION LEASING SERVICES	02/25/2011	0.00	791.25
15775	CSG01	CSG SYSTEMS, INC	02/25/2011	0.00	2,645.96
15776	CSI01	CSI SERVICES, INC.	02/25/2011	0.00	784.00
15777	CUL01	CULLIGAN WATER COM OF NO CA	02/25/2011	0.00	2,022.44
15778	ENR01	ENRIQUEZ MD, JOSEFINA	02/25/2011	0.00	125.00
15779	FIR06	FIRST NATIONAL BANK	02/25/2011	0.00	346.39
15780	FRI01	FRISCH ENGINEERING, INC	02/25/2011	0.00	8,929.10
15781	GEM01	GEMPLER'S, INC.	02/25/2011	0.00	2,460.60
15782	GOL04	GOLDEN STATE FLOW MEASUREMENT	02/25/2011	0.00	156.17
15783	GRA03	GRAINGER, INC.	02/25/2011	0.00	1,725.31
15784	GRA07	THE GRAPHIC WORKS	02/25/2011	0.00	126.73
15785	HAC01	HACH CO., INC.	02/25/2011	0.00	2,274.28
15786	HAL01	HMB BLDG. & GARDEN INC.	02/25/2011	0.00	1,171.53
15787	HAN01	HANSONBRIDGETT. LLP	02/25/2011	0.00	5,212.40
15788	HEA01	HEALTHWORKS	02/25/2011	0.00	189.00
15789	HIN02	MICHAEL/KIMBERLY HINES	02/25/2011	0.00	9.00
15790	HNA01	SHERRIE HNATT	02/25/2011	0.00	150.00
15791	HOM01	HOME DEPOT	02/25/2011	0.00	513.53
15792	IRO01	IRON MOUNTAIN	02/25/2011	0.00	302.87

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
15793	IRV01	IRVINE CONSULTING SERVICES, IN	02/25/2011	0.00	1,475.00
15794	IRV02	IRVINE CONSULTING SERVICES, IN	02/25/2011	0.00	693.68
15795	KEN03	KENNEDY/JENKS CONSULTANTS	02/25/2011	0.00	231,295.57
15796	KGW01	KG WALTERS CONSTRUCTION CO, IN	02/25/2011	0.00	54,543.54
15797	LOM01	GLENNA LOMBARDI	02/25/2011	0.00	99.00
15798	MCL01	CATHERINE MCLEAN	02/25/2011	0.00	150.00
15799	MCT01	MCTV6	02/25/2011	0.00	375.00
15800	MET06	METLIFE SBC	02/25/2011	0.00	1,367.09
15801	MIS01	MISSION UNIFORM SERVICES INC.	02/25/2011	0.00	211.86
15802	MON01	DARIN BOVILLE	02/25/2011	0.00	1,200.00
15803	MON07	MONTEREY COUNTY LAB	02/25/2011	0.00	1,831.00
15804	OFF01	OFFICE DEPOT	02/25/2011	0.00	767.50
15805	ONT01	ONTRAC	02/25/2011	0.00	644.40
15806	PAU01	PAULO'S AUTO CARE	02/25/2011	0.00	270.29
15807	PIT03	PITNEY BOWES INC.	02/25/2011	0.00	66.85
15808	PIT04	PITNEY BOWES	02/25/2011	0.00	231.00
15809	PRI01	PRINCETON WELDING , INC.	02/25/2011	0.00	4,500.00
15810	RIC02	RICOH AMERICAS CORP	02/25/2011	0.00	788.15
15811	ROB01	ROBERTS & BRUNE CO.	02/25/2011	0.00	7,169.58
15812	ROG01	ROGUE WEB WORKS, LLC	02/25/2011	0.00	465.00
15813	ROM02	ROMEO PACKING COMPANY	02/25/2011	0.00	524.40
15814	SAN03	SAN FRANCISCO WATER DEPT.	02/25/2011	0.00	90,754.10
15815	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	02/25/2011	0.00	664.00
15816	SAN13	SAN MATEO LAWN MOWER SHOP	02/25/2011	0.00	198.06
15817	SEW01	SEWER AUTH. MID- COASTSIDE	02/25/2011	0.00	570.00
15818	SIE02	SIERRA CHEMICAL CO.	02/25/2011	0.00	5,323.83
15819	STR02	STRAWFLOWER ELECTRONICS	02/25/2011	0.00	20.00
15820	TAN01	SHIGERU TANAKA	02/25/2011	0.00	150.00
15821	TET01	JAMES TETER	02/25/2011	0.00	384.50
15822	THO06	THOMSON-REUTERS/BARCLAYS	02/25/2011	0.00	265.00
15823	TUR04	SUSAN TURGEON	02/25/2011	0.00	150.81
15824	TWI01	STEVE TWITCHELL	02/25/2011	0.00	90.00
15825	TWO02	TWO BROTHERS CATHODIC SERVICES	02/25/2011	0.00	1,825.00
15826	UB*00855	MONIQUE NICOLL	02/25/2011	0.00	54.31
15827	UB*00856	BRIAN MULLIKIN	02/25/2011	0.00	16.30
15828	UB*00857	JAMES KENNEY	02/25/2011	0.00	36.77
15829	UB*00858	WILLIAM BALSON	02/25/2011	0.00	68.11
15830	UB*00859	JERRY LANE	02/25/2011	0.00	11.99
15831	UB*00860	LARS PEDERSEN	02/25/2011	0.00	29.74
15832	UB*00861	KONDAUR CAPITAL CORP	02/25/2011	0.00	68.21
15833	UNI07	UNITED STATES POSTAL SERV.	02/25/2011	0.00	600.00
15834	UPS01	UPS STORE	02/25/2011	0.00	159.78
15835	VER02	VERIZON WIRELESS	02/25/2011	0.00	496.49
15836	WES11	WEST COAST AGGREGATES, INC.	02/25/2011	0.00	435.16
15837	WHE01	VIRGINIA WHELEN	02/25/2011	0.00	195.00
Report Total:				0.00	587,308.05

Checks Nos. 15733-15751 are VOID due to printer error.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
28-Feb-11

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	436,166	430,361	5,805	1.3%	4,008,633	4,336,773	(328,140)	-7.6%
TOTAL OPERATING REVENUE		436,166	430,361	5,805	1.3%	4,008,633	4,336,773	(328,140)	-7.6%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	713	2,083	(1,370)	-65.8%	12,897	16,667	(3,770)	-22.6%
1-0-4180-00	Late Notice -10% Penalty	3,560	4,167	(607)	-14.6%	37,144	33,333	3,810	11.4%
1-0-4230-00	Service Connections	300	667	(367)	-55.0%	5,306	5,333	(27)	-0.5%
1-0-4920-00	Interest Earned	0	0	0	0.0%	5,413	19,814	(14,401)	-72.7%
1-0-4930-00	Tax Apportionments/Cnty Checks	19,888	15,000	4,888	32.6%	384,731	346,000	38,731	11.2%
1-0-4950-00	Miscellaneous Income	18,591	3,083	15,508	503.0%	63,268	24,667	38,601	156.5%
1-0-4955-00	Cell Site Lease Income	9,491	9,276	215	2.3%	75,627	74,208	1,419	1.9%
1-0-4965-00	ERAF REFUND -County Taxes	255,348	0	255,348	0.0%	255,348	100,000	155,348	0.0%
TOTAL NON-OPERATING REVENUE		307,891	34,276	273,615	798.3%	839,734	620,022	219,712	35.4%
TOTAL REVENUES		744,057	464,637	279,420	60.1%	4,848,367	4,956,795	(108,428)	-2.2%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	90,754	103,988	13,234	12.7%	1,123,499	1,258,109	134,610	10.7%
1-1-5230-00	Pump Exp, Nunes T P	2,119	1,583	(536)	-33.9%	14,008	12,668	(1,340)	-10.6%
1-1-5231-00	Pump Exp, CSP Pump Station	830	19,000	18,170	95.6%	95,712	242,836	147,124	60.6%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,042	833	(209)	-25.1%	7,666	11,668	4,002	34.3%
1-1-5233-00	Pump Exp, Pilarcitos Can.	4,500	2,384	(2,116)	-88.8%	10,826	7,452	(3,374)	-45.3%
1-1-5234-00	Pump Exp. Denniston Proj.	379	6,000	5,622	93.7%	17,008	29,176	12,168	41.7%
1-1-5235-00	Denniston T.P. Operations	91	2,890	2,799	96.8%	6,475	13,960	7,485	53.6%
1-1-5236-00	Denniston T.P. Maintenance	123	3,166	3,043	96.1%	24,200	25,332	1,132	4.5%
1-1-5240-00	Nunes T P Operations	13,725	4,000	(9,725)	-243.1%	67,749	41,525	(26,224)	-63.2%
1-1-5241-00	Nunes T P Maintenance	3,188	3,000	(188)	-6.3%	22,752	26,000	3,248	12.5%
1-1-5242-00	CSP Pump Station Operations	778	708	(70)	-9.9%	4,997	5,668	671	11.8%
1-1-5243-00	CSP Pump Station Maintenance	927	4,458	3,531	79.2%	41,581	35,668	(5,913)	-16.6%
1-1-5250-00	Laboratory Services	3,139	5,000	1,861	37.2%	18,567	40,000	21,433	53.6%
1-1-5318-00	Studies/Surveys/Consulting	791	1,833	1,042	56.8%	19,962	14,667	(5,296)	-36.1%
1-1-5321-00	Water Conservation	870	7,708	6,838	88.7%	41,386	61,667	20,281	32.9%
1-1-5322-00	Community Outreach	1,575	2,183	608	27.9%	7,475	17,467	9,991	57.2%
1-1-5411-00	Salaries & Wages -Field	68,959	71,560	2,601	3.6%	613,103	608,259	(4,845)	-0.8%
1-1-5412-00	Maintenance -General	10,900	16,042	5,142	32.1%	96,705	128,336	31,631	24.6%
1-1-5414-00	Motor Vehicle Expense	3,623	3,708	85	2.3%	33,666	29,664	(4,002)	-13.5%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5415-00	Maintenance -Well Fields	0	500	500	100.0%	0	4,000	4,000	100.0%
1-1-5610-00	Salaries/Wages-Administration	47,421	49,259	1,838	3.7%	404,415	418,702	14,287	3.4%
1-1-5620-00	Office Supplies & Expense	11,020	9,906	(1,114)	-11.2%	82,840	79,250	(3,590)	-4.5%
1-1-5621-00	Computer Services	2,185	3,446	1,261	36.6%	30,000	32,367	2,366	7.3%
1-1-5625-00	Meetings / Training / Seminars	782	1,667	885	53.1%	10,534	13,333	2,799	21.0%
1-1-5630-00	Insurance	35,786	33,658	(2,129)	-6.3%	358,419	361,760	3,341	0.9%
1-1-5640-00	Employees Retirement Plan	32,346	33,676	1,330	4.0%	255,586	286,247	30,660	10.7%
1-1-5645-00	SIP 401K Plan	0	2,500	2,500	100.0%	0	20,000	20,000	100.0%
1-1-5681-00	Legal	4,834	4,750	(84)	-1.8%	37,756	38,000	245	0.6%
1-1-5682-00	Engineering	300	1,167	867	74.3%	3,554	9,333	5,780	61.9%
1-1-5683-00	Financial Services	0	0	0	0.0%	15,531	23,250	7,719	33.2%
1-1-5684-00	Payroll Tax Expense	8,983	8,612	(371)	-4.3%	71,070	73,199	2,128	2.9%
1-1-5687-00	Membership, Dues, Subscript.	440	363	(78)	-21.4%	36,757	37,500	743	2.0%
1-1-5688-00	Election Expenses	0	0	0	0.0%	0	0	0	0.0%
1-1-5689-00	Labor Relations	0	1,000	1,000	100.0%	2,040	8,000	5,960	74.5%
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	10,805	10,800	(5)	-0.1%
1-1-5705-00	State Fees	0	1,000	1,000	100.0%	18,078	9,500	(8,578)	-90.3%
TOTAL OPERATING EXPENSES		352,411	411,547	59,136	14.4%	3,604,723	4,035,361	430,638	10.7%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Svc/Existing Bonds 1998A	0	0	0	0.0%	250,235	250,235	0	0.0%
1-1-5712-00	Debt Svc/Existing Bonds 2006B	0	0	0	0.0%	337,431	334,114	(3,317)	-1.0%
TOTAL CAPITAL ACCOUNTS		0	0	0	0.0%	587,666	584,349	3,317	0.6%
TOTAL EXPENSES		352,411	411,547	59,136	0.0%	4,192,389	4,619,710	427,321	9.2%

**COASTSIDE COUNTY WATER DISTRICT
INVESTMENT REPORT
February 28, 2011**

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK</u>						
OPERATING ACCOUNT			\$1,187,708.93			\$1,187,708.93
CSP T&S ACCOUNT					\$607,886.93	\$607,886.93
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$1,187,708.93	\$0.00	\$607,886.93	\$1,795,595.86
CASH WITH L.A.I.F	\$298,070.00	\$1,184,396.25	\$2,050.13	\$0.00	\$20,948.16	\$1,505,464.54
UNION BANK - Project Fund Balance			\$0.00			\$0.00
CASH ON HAND	\$1,930.00					\$1,930.00
TOTAL DISTRICT CASH BALANCES	\$300,000.00	\$1,184,396.25	\$1,189,759.06	\$0.00	\$628,835.09	\$3,302,990.40
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK</u>						
REDEMPTION ACCOUNT		\$ 87,789.08				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 87,789.08				

This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next three months.

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2010-2011**

2/28/2011

		Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
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PIPELINE PROJECTS

	Small Line Decomission Behind Main Street	\$ 25,000		\$ 25,000	\$ -	Contract Awarded
	Rebuild Harbor 4" Vault	\$ 20,000		\$ 20,000	\$ -	planning

WATER TREATMENT PLANTS

99-05	Denniston Intake Maintenance	\$ 29,000	\$ 25,347	\$ 25,347	\$ 3,653	Denniston dredging project for Year 2010 - Completed
10-03	Nunes- Backwash Variable Rates Prj (design/build)	\$ 25,000	\$ 19,745	\$ 25,000	\$ -	Assembling parts
10-04	Nunes - Flocc Drive Repair	\$ 50,000	\$ 44,311	\$ 45,000	\$ 5,000	Drives received and installed. Complete for FY11. New mixers on order for 2012, Project to be complete in FY12
08-05	Nunes WTP - Plant Painting	\$ 12,500		\$ 12,500	\$ -	

FACILITIES & MAINTENANCE

09-07	AMR Program & Fixed Network	\$ 100,000		\$ 50,000	\$ 50,000	Need to present business case to facilities committee and Board
08-08	PRV Valves Replacement Project	\$ 20,000		\$ 20,000	\$ -	On-going program
99-01	Meter Change Program	\$ 30,000	\$ 14,901	\$ 30,000	\$ -	On-going program
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 5,621	\$ 20,000	\$ -	Variance due to this project gets done when there is extra time.
09-10	Standardize Chlorine Analyzers at 6 Facilities	\$ 25,000	\$ 20,962	\$ 18,000	\$ 7,000	Purchasing parts and equipment for EG3
09-23	District Digital Mapping	\$ 75,000		\$ 75,000	\$ -	EKI Preparing Scope

EQUIPMENT PURCHASE & REPLACEMENT

99-02	Vehicle Replacement	\$ 20,000	\$ 17,166	\$ 18,000	\$ 2,000	Purchase Complete
99-03	Computer System	\$ 12,000	\$ 4,609	\$ 10,000	\$ 2,000	
99-04	Office Equipment/Furniture	\$ 3,000		\$ -	\$ 3,000	
06-03	SCADA/Telemetry/electrical controls	\$ 550,000	\$ 34,823	\$ 400,000	\$ 150,000	Bid February 2011
	Billing System Upgrade	\$ 75,000	\$ 2,400	\$ 70,000	\$ 5,000	To Be Completed October 2011

PUMP STATIONS / TANKS / WELLS

09-17	Crystal Springs Emergency Generator	\$ 50,000			\$ 50,000	
	MCC Upgrades Denniston PP	\$ 30,000			\$ 30,000	Incorporated into DCWTP Improevments Prj
	Alves Tank - Recoating (Interior & Exterior)	\$ 100,000		\$ 100,000	\$ -	Preparing bid documents
	EG Tank 2 - Recoating (and Ladder)	\$ 200,000		\$ -	\$ 200,000	Preparing bid documents
	EG Tank #2 Pump Station Pump Replacement	\$ 30,000	\$ 23,185	\$ 23,185	\$ 6,815	Complete
	Half Moon Bay Tank #1 (Int & Ext Recoat)	\$ 200,000	\$ 5,680	\$ 300,000	\$ (100,000)	Preparing bid documents
	Miramar Tank Fence upgrade	\$ 8,000		\$ 20,000	\$ (12,000)	

DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS

08-19	Denniston Short Term WTP Modifications	\$ 50,000		\$ 50,000	\$ -	Incorporated into DCWTP Improvement Prj
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NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS

08-24	Nunes Short Term WTP Modifications	\$ 1,100,000	\$ 957,088	\$ 900,000	\$ 200,000	100% Complete
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DENNISTON WTP (LONG-TERM) IMPROVEMENTS (MEMBRANE FILTRATION)

08-22	Denniston Pre/Post Treatment Design	\$ 400,000	\$ 390,513	\$ 400,000	\$ -	Design in progress
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COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2010-2011

2/28/2011

Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
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WATER SUPPLY DEVELOPMENT

09-21	Reclamation Project Planning	\$ 100,000		\$ -	\$ 100,000	Timing of expenditures difficult to estimate due to slow progress in reaching agreement with SAM for recycling.
09-22	Water Supply Alternatives Evaluation	\$ 100,000	\$ 101,906	\$ 100,000	\$ -	Cost to date includes work on NPS-POST Denniston land transfer. Projected includes Urban Water Management Plan

FY 10-11 TOTALS \$ 3,459,500 \$ 1,668,258 \$ 2,712,032 \$ 702,468

FY 09/10 CIP Projects - paid in FY 10/11

1125-02	Retention - Filter Media - Denniston		\$ 8,511	\$ 8,511	\$ (8,511)	Project completed FY09-10.
1118-12	CSP Exterior Painting Project		\$ 23,463	\$ 2,500	\$ (2,500)	
1121-51	Miramar Tank Recoating Project (retention)		\$ 28,054	\$ 28,045	\$ (28,045)	Project completed FY09-10.
1121-52	CSP PRV Cover/Valve Lid Replacment Project		\$ 17,500	\$ 17,000		
1121-53	Pilarcitos Canyon Blending Station		\$ 29,185	\$ 130,000	\$ (130,000)	Original budget \$150K. FY09-10 expenditure of \$13,700

PREVIOUS YEAR TOTALS \$ 106,713 \$ 186,056 \$ (169,056)

NON-BUDGETED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 010/11

1118-12	New Check Scanner for Office		\$ 2,716	\$ 2,716	\$ (2,716)	
1118-03	Outback Brush Cutter		\$ 2,512	\$ 2,512	\$ (2,512)	
1118-13	Base Station for Shop		\$ 2,501	\$ 2,501	\$ (2,501)	
1128-03	El Granada Pipeline - Phase III		\$ 428	\$ 428	\$ (428)	
1121-58	Railroad Pipeline Replacment		\$ 9,726	\$ 663	\$ (663)	
1121-59	Terrace Ave Service Connection Replacement		\$ 8,060	\$ 83,000	\$ (83,000)	
1120-07	Denniston Booster Pump		\$ 2,748	\$ 5,000	\$ (5,000)	
1121-62	New Pilarcitos Well		\$ 3,055	\$ 3,055	\$ (3,055)	
1118-09	Nunes - Chemtrac Systems Streaming Current		\$ 11,000	\$ 11,000	\$ (11,000)	
1127-06	Denniston Intake Failure 2010		\$ 22,567	\$ 50,000	\$ (50,000)	
1118-11	Denniston Discharge Station		\$ 7,725	\$ 10,000	\$ (10,000)	
1121-63	Roosevelt/Valve Bolt Replacement Project		\$ 23,677	\$ 25,000	\$ (25,000)	

NON-BUDGETED TOTALS \$ 96,715 \$ 195,875 \$ (195,875)

CIP TOTALS \$ 3,459,500 \$ 1,871,686 \$ 3,093,963 \$ 337,537

**Legal Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Water Supply Develpmnt	Transfer Program	CIP	Water Conservation	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Mar-10	7,316	79			4,210	236				11,840
Apr-10	7,219	262			3,563	236			131	11,411
May-10	8,056									8,056
Jun-10	4,937			183	3,275	52	863		917	10,228
Jul-10	8,138		3,458	393						11,989
Aug-10	7,161		5,383	2,305			3,698			18,547
Sep-10	2,384		4,768	1,284			464			8,900
Oct-10	5,450		1,258	1,886	183					8,777
Nov-10	3,066		1,336	288			1,551			6,241
Dec-11	2,358		419	1,427			3,104		52	7,361
Jan-11	3,450		419	983	341					5,193
Feb-11	4,834		157	221						5,212

TOTAL	64,369	341	17,199	8,971	11,572	524	9,679	0	1,100	113,754
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
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Mar-10	1,144		1,577	581		3,302	
Apr-10	848			1,411	332	2,591	332
May-10	480		4,048	1,909		6,437	
Jun-10	1,015		2,709	1,743		5,467	
Jul-10	649			1,859	3,924	6,432	3,924
Aug-10	480			169		649	
Sep-10	480		5,333			5,813	
Oct-10	480		6,446	761		7,687	
Nov-10	565		4,688	1,135		6,388	
Dec-11	120			1,099		1,219	
Jan-11	480			709	797	1,986	
Feb-11	300			85		385	

TOTAL	7,040	0	24,801	11,459	5,053	48,354	4,256
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COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, February 8, 2011 - 7:00 p.m.

- 1) **ROLL CALL** - President Feldman called the meeting to order at 7:00 p.m. Present at roll call: Director Ken Coverdell, Vice-President Jerry Donovan, and Director Chris Mickelsen.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENTS** - There were no public comments

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending January 31, 2011: Claims 328,544.91; Payroll: \$ 72,526.31 for a total of \$401,071.22
- B. Acceptance of Financial Reports
- C. Approval of Minutes of the January 11, 2011 Board of Directors Meeting
- D. Monthly Water Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report
- H. January 2011 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for January 2011
- K. Notice of Completion - Crystal Springs Pump Station Exterior Painting Project

President Feldman stated that Director Larimer had advised him that he had reviewed the monthly financial claims and found all to be in order.

Director Coverdell requested that the Monthly Sales by Category Report be revised to include another column that indicates the actual percentages of the residential and commercial total water usages. Mr. Dickson informed the Board that these changes would be incorporated in the monthly report, in addition to several other improvements staff is currently integrating into these monthly reports.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to accept the Consent Calendar in its entirety:

Director Coverdell	Aye
Vice-President Donovan	Aye
Director Larimer	Absent
Director Mickelsen	Aye
President Feldman	Aye

5) MEETINGS ATTENDED/DIRECTORS COMMENTS

Vice-President Donovan noted that he had attended a meeting of the Coastside County Water District/Montara Water & Sanitary District Mutual Interest Committee, which would be discussed later on in the meeting. In Director Larimer's absence, President Feldman provided the report on his attendance at the San Mateo County Special District's Association meeting.

6) GENERAL BUSINESS

A. Proposal for Assistance with the District's 2010 Urban Water Management Plan

Mr. Dickson introduced Mr. Gerry Nakano with West Yost Associates, Inc. and referred discussion of this item to Cathleen Brennan, Water Resource Analyst. Ms. Brennan stated that District staff is recommending using West Yost Associates, a leading water resources planning firm, to assist the District in publishing the 2010 Urban Water Management Plan (UWMP). Ms. Brennan explained that due to changes in the UWMP guidelines from the Department of Water Resources, which are still not finalized, that preparation of the document will take a significant effort

requiring outside assistance and expertise. Ms. Brennan answered several questions from the Board members about the UWMP requirements and deadlines.

President Feldman then requested that Mr. Nakano briefly comment on the new requirements and provide some insight on Wes Yost Associates' experience in the preparation of Urban Water Management Plans. Mr. Nakano stated that he and the other staff members at Wes Yost Associates have been working on water resource issues and reports for approximately thirty-five (35) years. He advised that the 2010 UWMP update is significantly different in the format, the approach, and the content, as well as many new public reporting requirements. He also informed the Board that the timing is crucial because although the UWMP update guidelines have just recently been released in draft form, the final document must be adopted by July 1, 2011.

ON MOTION BY Director Coverdell and seconded by Vice-President Donovan, the Board voted as follows, by roll call vote, to authorize the General Manager to execute a contract with West Yost Associates for assistance with preparation of the District's 2010 Urban Water Management Plan, for a time and materials cost not to exceed \$47,500.00:

Director Coverdell	Aye
Vice-President Donovan	Aye
Director Larimer	Absent
Director Mickelsen	Aye
President Feldman	Aye

President Feldman stated that in Director Larimer absence, he had requested that President Feldman relay comments on his behalf regarding this particular agenda item. He stated that for the record, Director Larimer would prefer that a competitive bidding process be utilized for projects of this nature.

B. Resolution 2011-02 - A Resolution Establishing a Money Purchase Retirement Plan (Number 106154) Benefit for District Employees

Vice-President Donovan announced that he could have a potential conflict and left the room for discussion of this agenda item.

Mr. Dickson provided the background, and stated that the current Memorandum of Understanding (MOU) with the field staff bargaining unit commits the District to making monthly contributions on behalf of employees, (currently at \$144.00 per month per employee) as a Supplemental Income Program. He further explained the details of this money-purchase pension plan, to be administered by the International City/County Management Association (ICMA) and answered questions from the Board.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to approve Resolution 2011-02 a Resolution of the Board of Directors of the Coastside County Water District Establishing a Money Purchase Retirement Plan Benefit for District Employees:

Director Coverdell	Aye
Director Larimer	Absent
Director Mickelsen	Aye
President Feldman	Aye

Vice-President Donovan was not present when the roll call vote was conducted. Mr. Dickson wanted it noted that the legal documents, associated with this governmental money purchase plan and trust, are the standard basic forms provided by ICMA and that they had not been reviewed in detail by Hanson Bridgett staff. President Feldman stated that he was in agreement with the General Manager's decision, that he personally had an account with ICMA and did not see a need to have the standard "boiler-plate" documents reviewed in depth by legal staff. Director Mickelsen concurred and Director Coverdell stated that the Resolution had been approved and he was not interested in making any further motions associated with this agenda item.

C. Coastside County Water District Fiscal year 2011/2012 Budget Timeline

Mr. Dickson reported that this draft budget timeline has recently been presented to both the District's Facilities and the District's Finance Committee members. He referenced the draft timeline and stated that it identifies the District's milestones and dates for presentation of the various phases of the budget. He pointed out that the Board and members of the public will have ample opportunity to review, comment, and consider the budget. Mr. Dickson also briefly reviewed the steps outlined in the budget process.

D. Capital Improvement Program Project Status and Update

Mr. Dickson reviewed the highlighted capital improvement program projects, including the SCADA Project, the Half Moon Bay Tank # 1 Repair and Recoating, the Pilarcitos Canyon Blending Station and the Denniston Improvement Project.

E. San Francisco Public Utilities Commission (SFPUC) Revised Wholesale Rate Projection

Mr. Dickson reported to the Board that updated projections of SFPUC's wholesale water rates indicate an anticipated increase of approximately 41% versus the previously projected increase of 10.2%. He indicated that this is largely due to a continued drop in water sales across all SFPUC customers. Mr. Dickson also reviewed the details of SFPUC's proposed plan to change the wholesale rate structure and reminded the Board that although the impact of SFPUC's ongoing rate increases is significant, it is important to realize that the rate increases are driven by the cost of SFPUC water system improvements designed to ensure the water supply in the event of a major earthquake. Each of the Board members shared their comments on the potential impact of the proposed SFPUC rate increase on the District.

F. Update on SFPUC Untreated Water Rate Study for CCWD

Mr. Dickson referenced his staff report and stated that the District's efforts in working with SFPUC staff to create an untreated water rate for CCWD reached a significant milestone in February, with the issuance of a memorandum on the proposed rate structure change. He explained that the memorandum is the first step in a process required under the Water Supply Agreement between SFPUC and its wholesale customers before SFPUC can adopt any rate structure changes. Mr. Dickson outlined the next steps in the process and addressed questions and comments from the Board members.

In Director Larimer's absence, President Feldman relayed comments provided by Director Larimer, which commended District staff for their diligent work and continued negotiation efforts with SFPUC for this potential untreated wholesale water rate discount. President Feldman agreed with the sentiments and also commended Mr. Dickson for his foresight in sending a letter to all of the Bay Area Water Supply and Conservation Agency members about this proposed new water rate. Mr.

Dickson acknowledged the significant input and assistance in the process from Patrick Miyaki, District Legal Counsel, and from Art Jensen, BAWSCA's General Manager.

7) **GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS**

- **Water Reclamation Update** - Mr. Dickson referenced his staff report, which provided a summary of the discussion of recycled water at the Sewer Authority Mid-Coastside (SAM) Board meeting on January 24, 2011. He noted that there was no news to date on the status of principles of the agreement between CCWD and SAM.
- **CCWD/Montara Water & Sanitary District (MWSD) - Mutual Interest Committee Meeting - February 3, 2011** - Mr. Dickson summarized the highlights of the meeting. Vice-President Donovan also shared his comments on the meeting results, which included identification of areas for potential cooperation between the districts, and the implementation of the Agreement for Emergency Water Supply. He added that Director Bob Ptacek from MWSD indicated that he would be providing Minutes from the meeting once they are completed.

A. Operations Report

Mr. Guistino reviewed the monthly highlights of his report, including the completion of the Roosevelt Avenue gate valve failure repairs, and the California Department of Public Health's annual review of the Nunes Water Treatment Plant. He also updated the Board on the remote monitoring capabilities the on-call staff now have, which will allow them to examine the water treatment plant conditions and reservoir levels from their home computers.

B. Water Resources Report

Ms. Brennan advised that staff has mailed out notifications, to public agencies and private organizations, in addition to a notice being published in the Half Moon Bay Review and placed in the District's Spring Newsletter. She reported that notifications will continue on an on-going basis in accordance with the Urban Water Management Planning Act.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

President Feldman shared that the Association of California Water Agencies (ACWA) had recently celebrated its 100th year anniversary of water leadership and to commemorate this milestone, had produced a special centennial book chronicling its history, and that a copy of this book was available for viewing at the District office.

Vice-President Donovan requested that staff revisit the District's policy and associated charges when District staff is dispatched to reactivate an account that has been shut off due to lack of payment of the water bill. Mr. Dickson advised the Board that staff has been reviewing this policy, and well as many others currently contained in the District's General Regulations Regarding Water Service and would be presenting revisions and recommendations at a future Board meeting.

9) ADJOURNMENT

ON MOTION BY Vice-President Donovan and seconded by Director Mickelsen, the Board voted as follows to adjourn the February 8, 2011 meeting of the Coastside County Water District's Board of Directors:

Director Coverdell	Aye
Vice-President Donovan	Aye
Director Larimer	Absent
Director Mickelsen	Aye
President Feldman	Aye

The meeting was adjourned at 8:32 p.m. The next meeting of the Coastside County Water District is scheduled for Tuesday, March 8, 2011.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Robert C. Feldman, President
Board of Directors

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: March 8, 2011

Report

Date: February 25, 2011

Subject: Monthly Water Transfer Report

Recommendation:

None. For Board information purposes only.

Background:

At the December 10, 2002 Board meeting and November 18, 2003 Special Board meeting, the Board made several changes to the District's water transfer policy. One of the changes directed the General Manager to approve routine water transfer applications that met the District's criteria as embodied in Resolution 2002-17 and Resolution 2003-19. The General Manager was also directed to report the number of water transfers approved each month as part of the monthly Board packet information.

Since the previous Board meeting in February 2011, one partial capacity, non-priority transfer application was approved for .5–5/8" (10 gpm) and one non-priority transfer application was approved for four---5/8" (20 gpm) water connections. A spreadsheet reporting these transfers follows this report as well as the approval memorandums from Patrick Miyaki and the confirmation letters from Glenna Lombardi.

APPROVED WATER TRANSFERS FOR THE 2011 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# OF CONNECTIONS	DATE
056-310-050	047-285-370	Home Soho, LLC to Hines	.5---5/8" non-priority	Feb-11
037-320-270	048-091-110	Rama Nair to Thomas Bishop, TR	4--5/8" non-priority	Feb-11

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: February 2, 2011
RE: **Applications to Transfer Uninstalled Non-Priority Water Service Connections from Home Soho, LLC**

Glenna, I reviewed the Application to transfer one-half of a 5/8-inch uninstalled non-priority water service connection from Home Soho, LLC (APN 056-310-050) to Michael and Kimberly Hines (APN 047-285-370).

This Application is generally in order and satisfies the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

cc: David Dickson

February 3, 2011

Home Soho, LLC
Attn: Yvonne Lau, Managing Member
155 Bovet Road, Suite 700
San Mateo, CA 94402

Michael & Kimberly Hines
P.O. Box 2623
El Granada, CA 94018

RE: Request to Transfer a Partial Capacity Uninstalled Non-Priority Crystal Springs Project Water Service Connection

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer .5---5/8” (10 gpm) uninstalled, non-priority Crystal Springs Project water service connection. The result of this transfer is as follows:

- **APN 056-310-050** has the remaining rights to 3.5—5/8” (20 gpm) non-priority, water service connections from the Coastside County Water District; and
- **APN 047-285-370** now has a .5---5/8” (10 gpm) uninstalled non-priority water service connection assigned to it from the Crystal Springs Project. *Note: APN 047-285-370 already had a one—5/8” (20 gpm) non-priority water connection assigned to it from the Crystal Springs Project. This connection was installed in March 2002 for irrigation purposes only. With approval of this transfer, Property #2 now has an upgraded capacity of one---3/4” (30 gpm).*

Please be advised that the City Council of the City of Half Moon Bay has taken the position that the transfer of a water service connection meets the definition of “development” so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with the Half Moon Bay Planning Department if applicable. The Coastside County Water District, in approving this application, does not make any representations or warranties with respect to further permits or approvals required by other governmental agencies, including the City of Half Moon Bay.

Sincerely,

Glenna Lombardi

Cc: David Dickson, General Manager

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: February 17, 2011
RE: **Applications to Transfer Uninstalled Non-Priority Water Service Connections from Rama Nair**

Glenna, we reviewed the Application to transfer four 5/8-inch uninstalled non-priority water service connections from property owned by Rama Nair (APN 037-320-270) to property owned by Thomas E. Bishop, Trustee of the Martha E. Bishop Revocable Trust (APN 048-091-110).

This Application is generally in order and satisfies the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

cc: David Dickson

February 18, 2011

Rama Nair
2524 Preston, Rd, Unite 1401
Plano, TX 75093

Thomas E. Bishop, TR
P.O. Box 23832
Tigard, OR 97281-3832

RE: Request to Transfer Uninstalled Non-Priority Crystal Springs Project Water Service Connections

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer 4--5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connections. The result of this transfer is as follows:

- **APN 037-320-270** has the right to 3.5--5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- **APN 048-091-110** now has 4--5/8" (20 gpm) uninstalled non-priority water service connections assigned to it from the Crystal Springs Project.

Please be advised that the City Council of the City of Half Moon Bay has taken the position that the transfer of a water service connection meets the definition of "development" so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with the Half Moon Bay Planning Department if applicable. The Coastside County Water District, in approving this application, does not make any representations or warranties with respect to further permits or approvals required by other governmental agencies, including the City of Half Moon Bay.

Sincerely,

Glenna Lombardi

Cc: David Dickson, General Manager

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 2011

Installed Water Connection Capacity	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter	3	1	3	1	1	1	3	2					15
3/4" meter													0
2" meter													
HMB Priority													
0.5" capacity increase					0.5								
5/8" meter													0
3/4" meter													0
1" meter	1												1
1 1/2" meter													
2" meter													
County Non-Priority													
5/8" meter					3	1							4
3/4" meter		1		1									2
1" meter													0
County Priority													
5/8" meter													0
3/4" meter													0
1" meter													0
Monthly Total	4	2	3	2	4.5	2	3	2	0	0	0	0	22

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

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	5.5	1	3	1	1	1		2					14.5
HMB Priority				1.5	0.5								2
County Non-Priority		1.5			3	1	3						8.5
County Priority													0
Monthly Total	5.5	2.5	3	2.5	4.5	2	3	2	0	0	0	0	25

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2011

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
AUG	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
SEPT	0.00	22.17	1.36	3.63	34.64	61.80	1.34	60.46
OCT	0.00	38.13	0.00	0.00	23.69	61.82	0.05	61.77
NOV	8.08	41.38	0	0.00	0.00	49.46	0.71	48.75
DEC	7.69	35.52	0	0.00	0.00	43.21	0.419	42.79
JAN	13.73	28.22	0	0.00	0.00	41.95	0.034	41.92
FEB	10.77	29.74	0.00	0.00	0.00	40.51	1.301	39.21
MAR								
APR								
MAY								
JUN								
TOTAL	40.27	264.37	3.20	8.73	91.62	437.93	4.700	433.23
% TOTAL	9.2%	60.4%	0.7%	2.0%	20.9%	93.2%	1.07%	98.9%

12 Month Running Treated Total 662.28

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2010

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	1.78	0.00	1.27	90.10	93.15	0.42	92.73
AUG	0.00	0.00	0.00	0.00	82.30	82.30	0.33	81.97
SEPT	0.00	0.00	0.00	0.00	78.74	78.74	-0.07	78.81
OCT	0.00	0.00	0.00	0.00	60.48	60.48	-0.26	60.74
NOV	5.14	0.00	0.69	2.85	48.00	56.68	-0.15	56.83
DEC	7.93	0.00	0.6	3.07	40.13	51.73	-0.185	51.92
JAN	9.51	6.60	0.00	0.00	25.35	41.46	0.19	41.27
FEB	9.93	30.99	0.00	0.00	0.00	40.92	-0.29	41.21
MAR	11.65	37.69	0.00	0.00	0.00	49.34	1.16	48.18
APR	0.00	52.741	1.92	5.55	0.18	60.39	0.64	59.75
MAY	0.00	46.00	1.47	5.43	0.31	53.21	0.90	52.32
JUN	0.00	49.53	1.61	5.29	13.06	69.49	0.69	68.80
TOTAL	44.16	225.33	6.29	23.46	438.65	737.89	3.37	734.52
% TOTAL	6.0%	30.5%	0.9%	3.2%	59.4%	100.0%	0.46%	99.5%

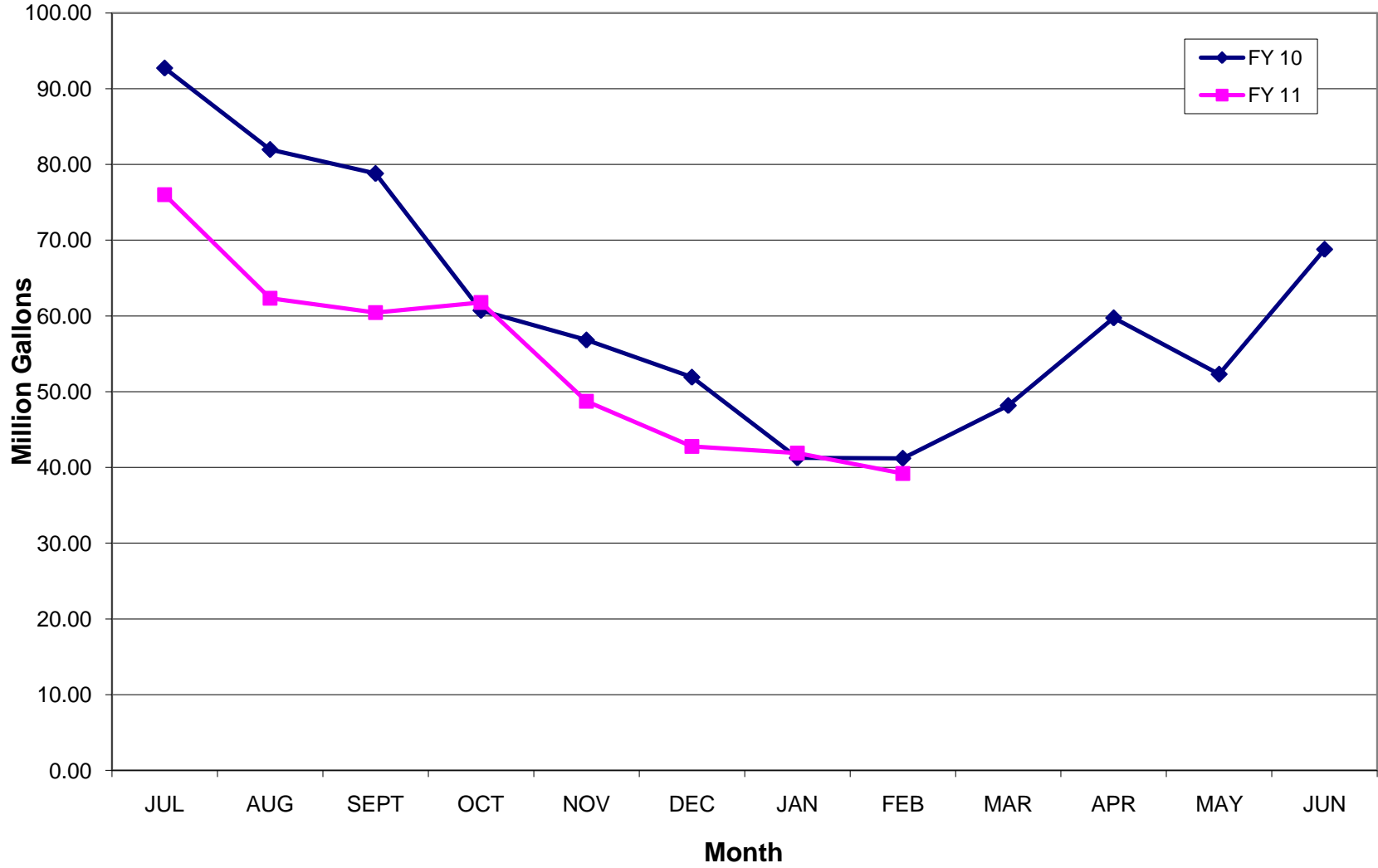
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources

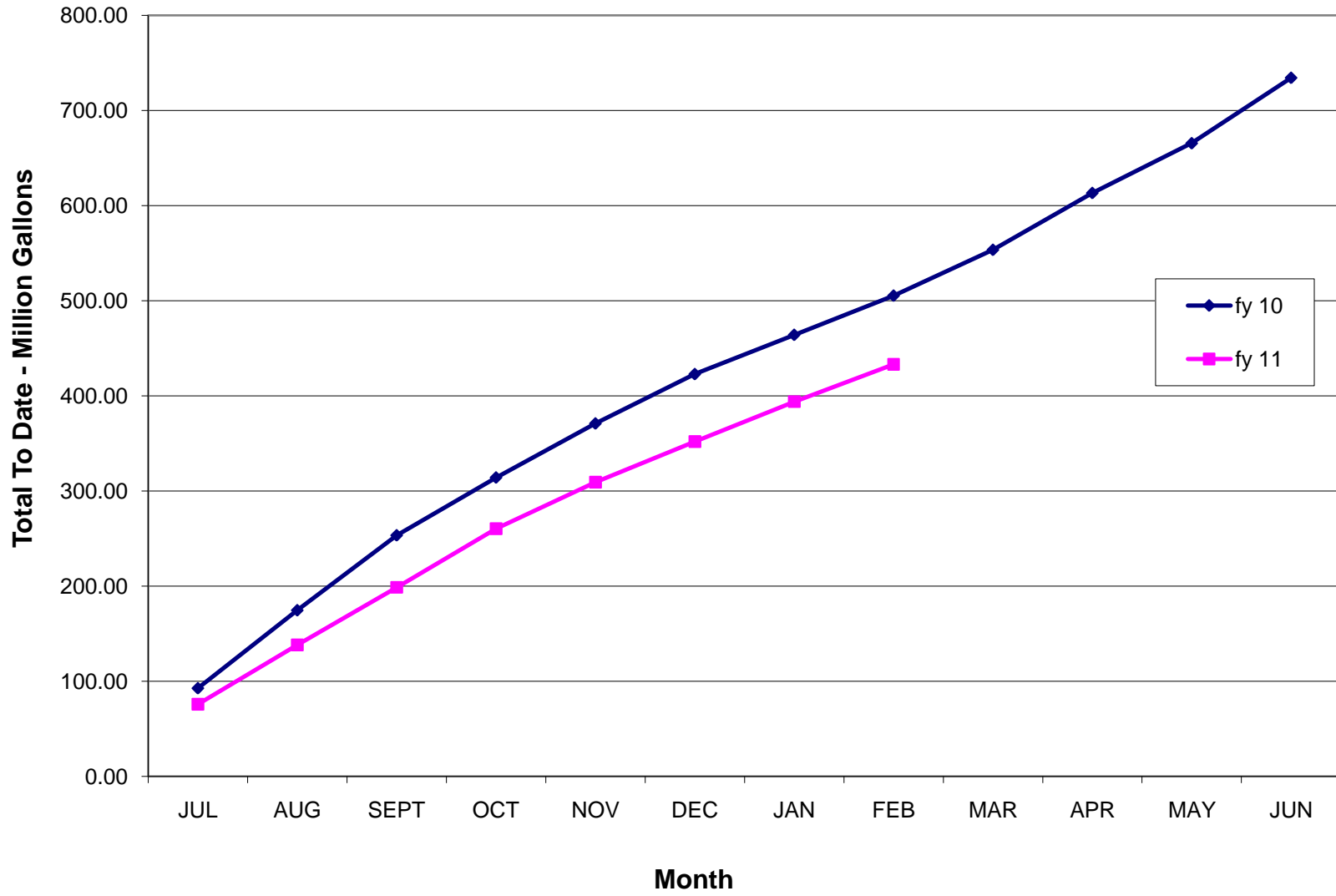
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-10	2.07	6.22	4.15	1.04	2.06	1.02	0.00	0.00	0.00	57.55	0.00	-57.55	15.12	85.08	69.96	72.67	85.08
Aug-10	3.03	0.00	-3.03	0.80	0.00	-0.80	0.00	0.00	0.00	41.40	0.00	-41.40	18.17	90.94	72.77	59.57	90.94
Sep-10	3.63	0.00	-3.63	1.36	0.00	-1.36	0.00	0.00	0.00	22.17	0.00	-22.17	34.64	74.14	39.50	56.81	74.14
Oct-10	0.00	4.34	4.34	0.00	2.01	2.01	0.00	0.00	0.00	38.13	0.00	-38.13	23.69	72.22	48.53	61.82	72.22
Nov-10	0.00	4.26	4.26	0.00	1.81	1.81	8.08	7.97	-0.11	41.38	0.00	-41.38	0.00	43.45	43.45	41.38	43.45
Dec-10	0.00	4.28	4.28	0.00	1.94	1.94	7.69	10.96	3.27	35.52	0.00	-35.52	0.00	37.93	37.93	35.52	37.93
Jan-11	0.00	0.00	0.00	0.00	0.00	0.00	13.73	11.62	-2.11	28.22	31.91	3.69	0.00	0.00	0.00	28.22	31.91
Feb-11	0.00	0.00	0.00	0.00	0.00	0.00	10.77	12.45	1.68	29.74	38.27	8.53	0.00	0.00	0.00	29.74	38.27
Mar-11																0.00	18.18
Apr-11																0.00	31.64
May-11																0.00	56.09
Jun-11																0.00	45.60
MG Totals	8.73	19.10	10.37	3.20	7.82	4.62	40.27	43.00	2.73	294.11	70.18	-223.93	91.62	403.76	312.14	385.73	625.45

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC		TOTAL
	52.20	69.92	385.73	473.94		Actual Predicted Pred-act
% Total	11.92%	12.86%	88.08%	87.14%		437.93 543.86 105.93

Monthly Production FY10 vs. FY11



Cumulative Production FY10 vs. FY11



**Coastside County Water District Monthly Sales By Category (MG)
FY 2011**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.995	53.667	25.593	47.825	22.275	29.933	19.546	33.603					260.44
COMMERCIAL	6.625	1.341	6.030	1.516	5.531	1.014	5.232	1.036					28.32
RESTAURANT	3.245	0.282	2.994	0.294	2.646	0.192	2.598	0.220					12.47
HOTELS/MOTELS	3.691	2.239	3.483	2.085	2.621	1.274	2.717	1.637					19.75
SCHOOLS	1.334	1.347	1.378	1.132	0.373	0.432	0.364	1.076					7.44
MULTI DWELL	3.136	2.895	3.050	3.116	2.361	2.290	2.735	2.811					22.39
BEACHES/PARKS	0.902	0.113	0.889	0.083	0.462	0.009	0.218	0.156					2.83
FLORAL	7.238	7.186	7.566	5.095	4.724	4.320	2.099	5.764					43.99
RECREATIONAL	0.040	0.232	0.032	0.207	0.020	0.147	0.028	0.204					0.91
MARINE	0.987	0.000	1.055	0.000	0.871	0.000	1.197	0.000					4.11
IRRIGATION	12.096	9.452	8.749	9.672	0.159	0.703	0.103	0.427					41.36
Portable Meters	0.000	0.408	0.000	0.382	0.000	0.175	0.000	0.159					1.12
TOTAL - MG	67.29	79.16	60.82	71.41	42.04	40.49	36.84	47.09	0.00	0.00	0.00	0.00	445.14

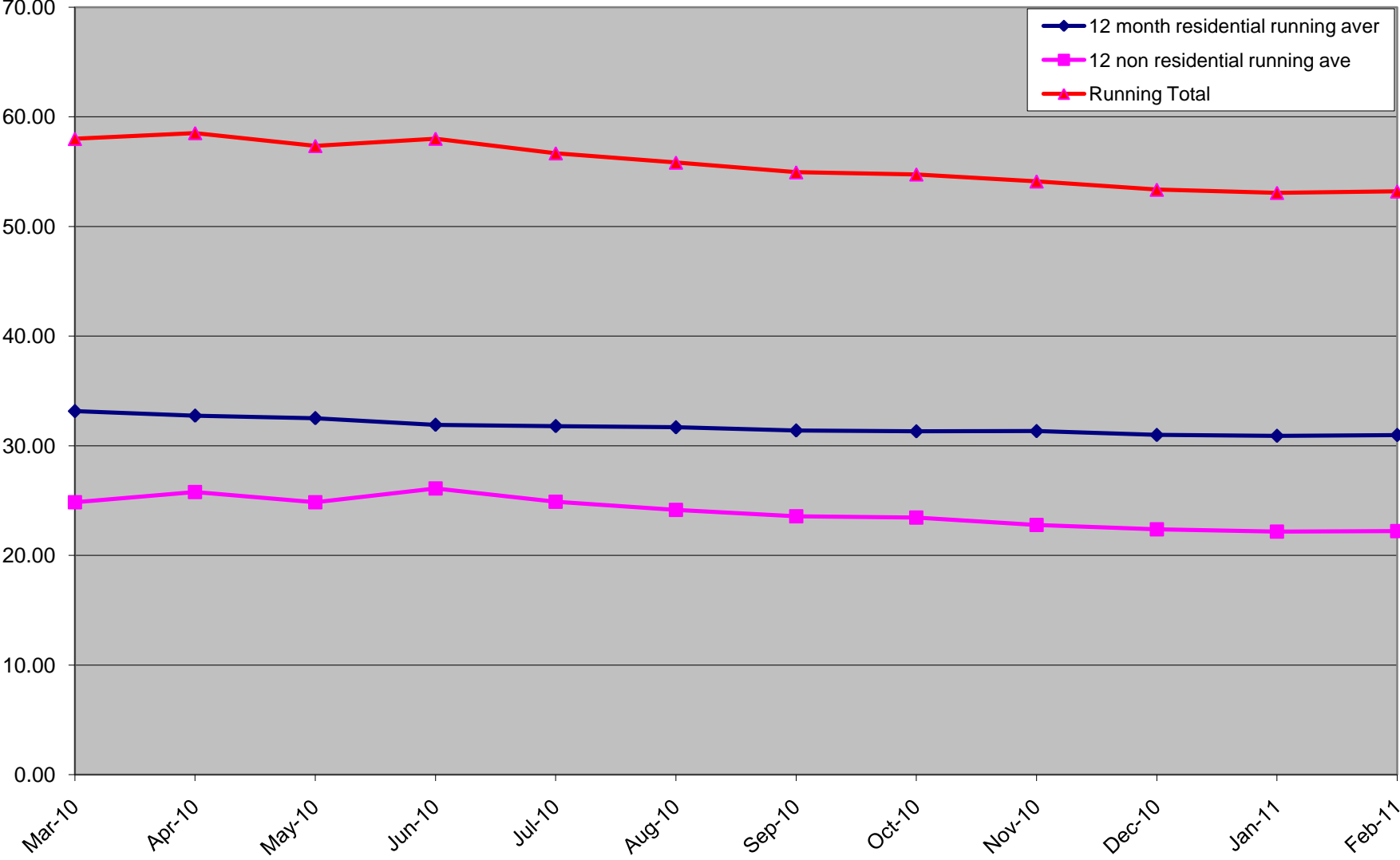
Running 12 Month Total								638.40					
12 mo Ave Residential	31.79	31.68	31.39	31.31	31.33	30.98	30.91	30.98					
12 mo Ave Non Residential	24.89	24.15	23.55	23.44	22.78	22.37	22.16	22.22					
Total	56.68	55.83	54.95	54.75	54.11	53.36	53.07	53.20					
	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	

FY 2010

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	29.420	55.001	29.038	48.765	22.031	34.135	20.466	32.739	17.123	32.307	21.012	40.874	382.91
COMMERCIAL	6.815	1.275	6.710	1.512	5.317	1.047	5.336	1.055	5.677	1.046	5.353	1.197	42.34
RESTAURANT	3.196	0.337	3.279	0.313	2.527	0.272	2.192	0.239	2.512	0.206	2.651	0.268	17.99
HOTELS/MOTELS	4.721	2.061	4.029	1.735	3.473	1.291	2.699	1.872	2.512	1.444	3.186	1.940	30.96
SCHOOLS	2.884	1.989	1.966	1.490	1.079	0.525	0.347	0.233	0.367	0.352	0.548	1.126	12.91
MULTI DWELL	2.872	3.378	3.531	2.424	2.055	2.254	2.431	1.722	2.215	2.008	1.656	3.296	29.84
BEACHES/PARKS	1.049	0.146	1.180	0.074	0.563	0.014	0.436	0.004	0.599	0.022	0.669	0.011	4.77
FLORAL	13.865	7.366	9.049	7.344	8.228	5.018	5.243	6.738	7.648	8.280	8.995	7.819	95.59
RECREATIONAL	0.070	0.260	0.080	0.194	0.026	0.203	0.025	0.228	0.018	0.181	0.026	0.217	1.53
MARINE	0.966	0.000	1.233	0.000	1.184	0.000	0.975	0.000	0.779	0.000	0.743	0.000	5.88
IRRIGATION	17.384	15.809	11.340	8.194	3.227	3.234	0.120	0.653	0.046	0.652	0.070	5.187	65.92
Portable Meters	0.000	1.739	0.000	1.676	0.000	1.563	0.010	0.070	0.000	0.117	0.000	0.310	5.49
TOTAL - MG	83.24	89.36	71.44	73.72	49.71	49.56	40.28	45.55	39.50	46.62	44.91	62.25	696.12

Running 12 Month Total													696.12
12 mo Ave Residential							33.51	33.29	33.15	32.74	32.51	31.91	
12 mo Ave Non Residential							23.95	26.60	24.85	25.79	24.84	26.10	
Total							57.46	59.89	57.99	58.52	57.35	58.01	
							Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	

Residential vs Non Residential Sales



Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/Type	Est. Water Loss (Gallons)*	Repair Material	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
1/7/2011	300 Roosevelt in Miramar	6" DIP Bolts on valve bonnet.	1,000,000	Stainless bolts 6" bonnet Bonnet gasket	\$23.65 \$821.97 \$14.08 Total \$859.70	Men/ Hours 5 Men/ 5 hours	\$2,425	\$3,284.70
1/7/2011	Roosevelt x Naples in Miramar	6" DIP' Bolts on Bonnet.	10,000	stainless bolts	\$23.65 Total \$23.65	Men/ Hours 3 men/ 3 hours	\$1,100	\$1,123.65
					Total \$0.00	Men/ Hours		\$0.00
					Total \$0.00	Men/ Hours		\$0.00
					Total \$0.00			\$0.00
					Total \$0.00			\$0.00
					Total \$0.00			\$0.00

staff \$50/hr
backhoe \$50/hr
dumptruck \$50/hr
service truck \$50/hr
pickup truck \$25/hr
supervisor truck \$25/hr
supvisor time \$75/hr

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

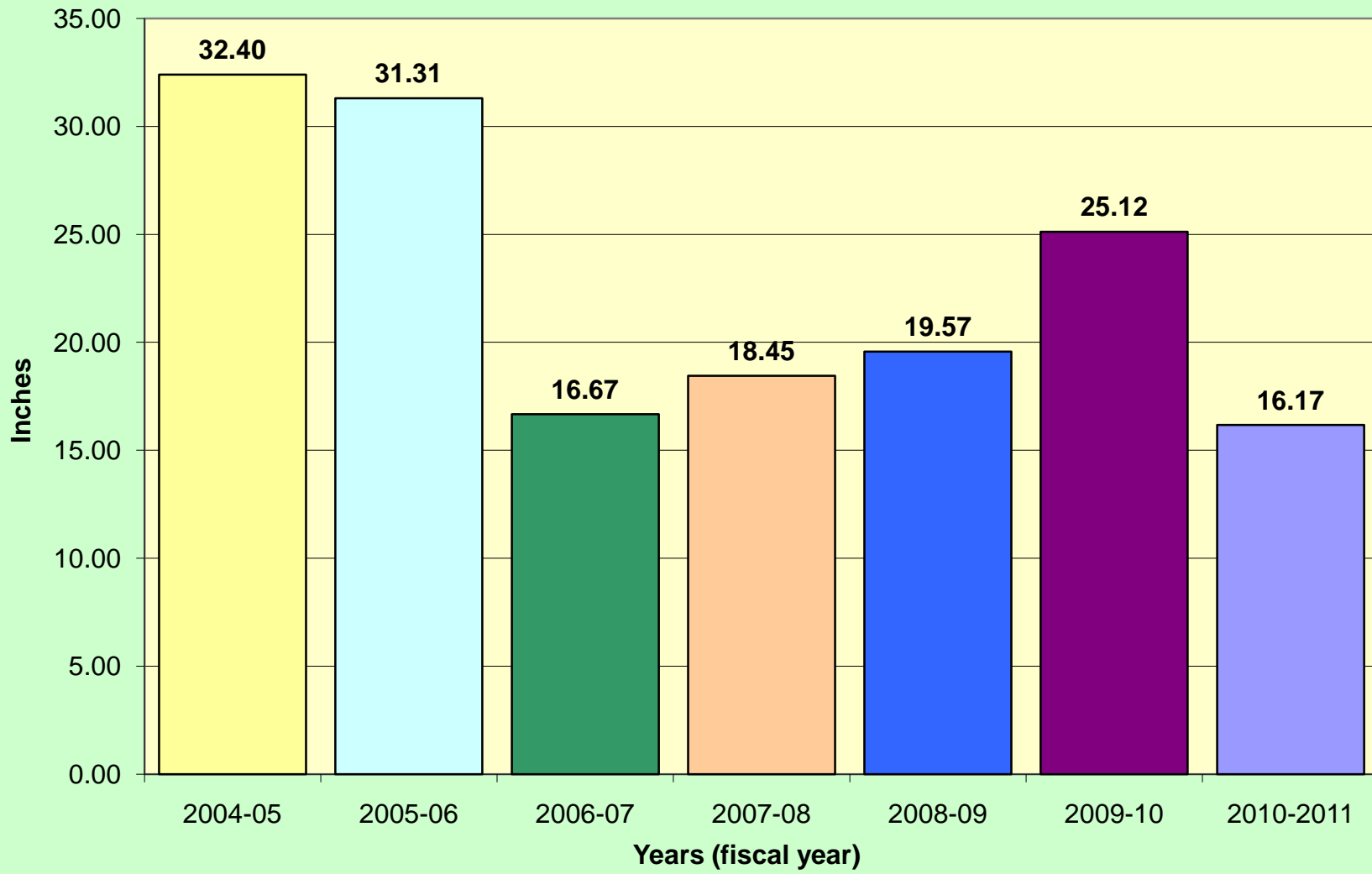
Total Person Hours 64 Total Water Loss 1.0100 MG

Coastside County Water District
 766 Main Street
 July 2010 - June 2011

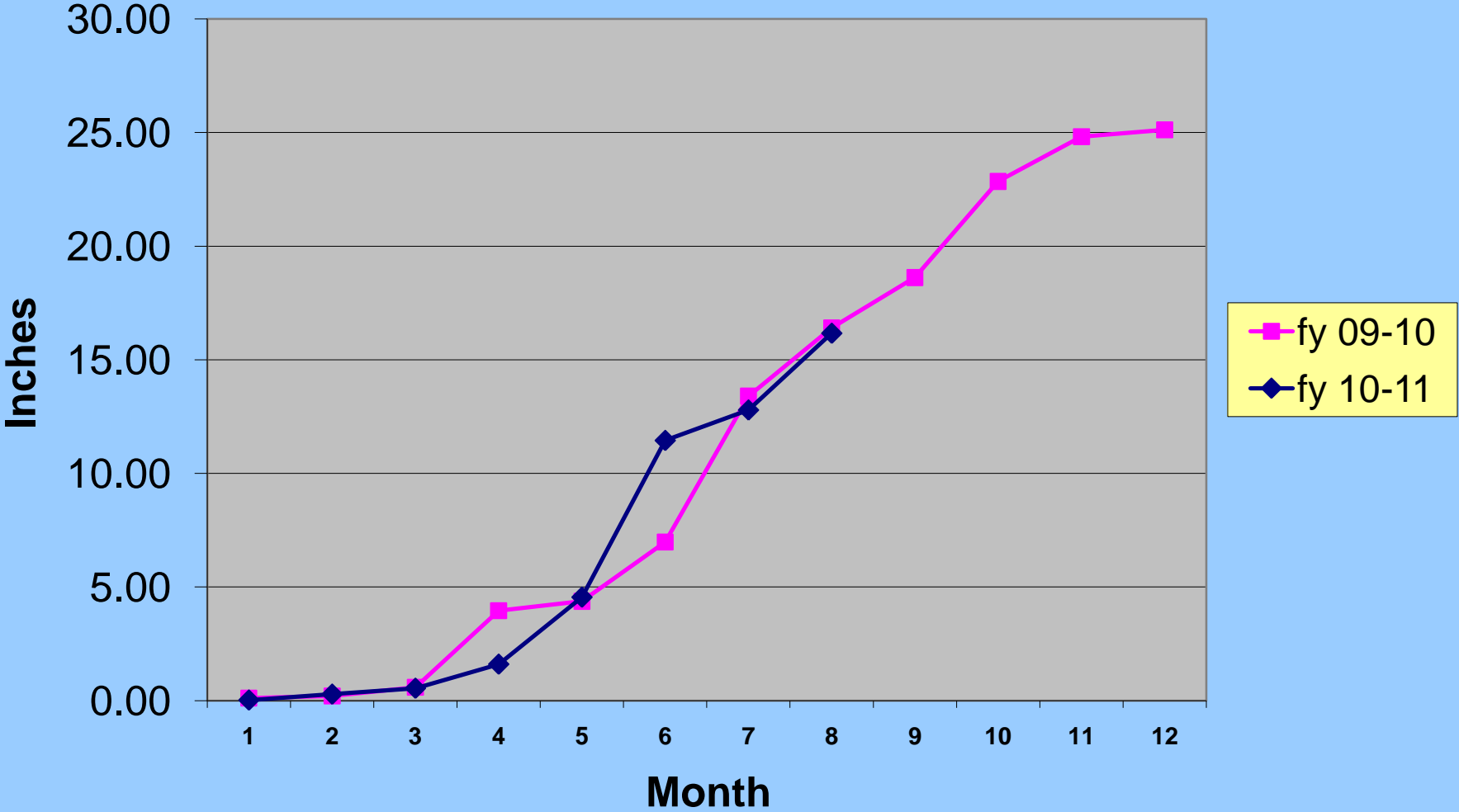
District Office
 Rainfall in Inches

	2010						2011					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.01	0	0.17	0				
2	0	0.01	0	0	0	0	0.37	0				
3	0	0.01	0	0	0.01	0	0	0				
4	0	0.01	0	0	0	0.03	0	0				
5	0	0.03	0	0	0.01	0.35	0	0				
6	0	0.02	0	0	0	0.07	0	0				
7	0	0.02	0.07	0	0.77	0	0	0				
8	0	0.02	0.03	0.01	0.01	0.95	0	0				
9	0	0.01	0	0	0.1	0.04	0	0				
10	0	0.01	0	0	0.14	0.07	0	0				
11	0	0.02	0	0	0	0.01	0.04	0				
12	0	0.01	0.01	0	0	0.01	0	0				
13	0	0.02	0	0	0	0	0.21	0				
14	0	0	0	0	0	0.31	0.01	0.16				
15	0	0	0.03	0	0	0.01	0	0.41				
16	0	0.01	0	0.01	0	0.04	0.01	0.21				
17	0	0.01	0.03	0.11	0.01	0.35	0.01	0.63				
18	0	0	0.04	0	0.01	0.51	0	0.71				
19	0	0	0.02	0	0.41	1.42	0	0.47				
20	0	0.02	0	0.01	0.5	0.05	0	0				
21	0	0.01	0	0	0.17	0.19	0	0				
22	0	0	0.01	0.07	0.03	0.21	0	0				
23	0	0	0	0.13	0.33	0.01	0	0				
24	0	0	0	0.57	0	0	0	0.43				
25	0	0	0	0.01	0	0.82	0	0.29				
26	0	0	0	0	0	0	0	0.07				
27	0	0	0	0	0.43	0.01	0	0				
28	0	0	0	0	0	1.28	0	0				
29	0	0	0.01	0.09	0.01	0.16	0.04					
30	0.01	0.01	0.01	0.05	0	0	0.47					
31	0.01	0.01		0		0	0.01					
Mon.Total	0.02	0.26	0.26	1.06	2.95	6.90	1.34	3.38	0.00	0.00	0.00	0.00
Year Total	0.02	0.28	0.54	1.60	4.55	11.45	12.79	16.17	16.17	16.17	16.17	16.17

Rain Totals



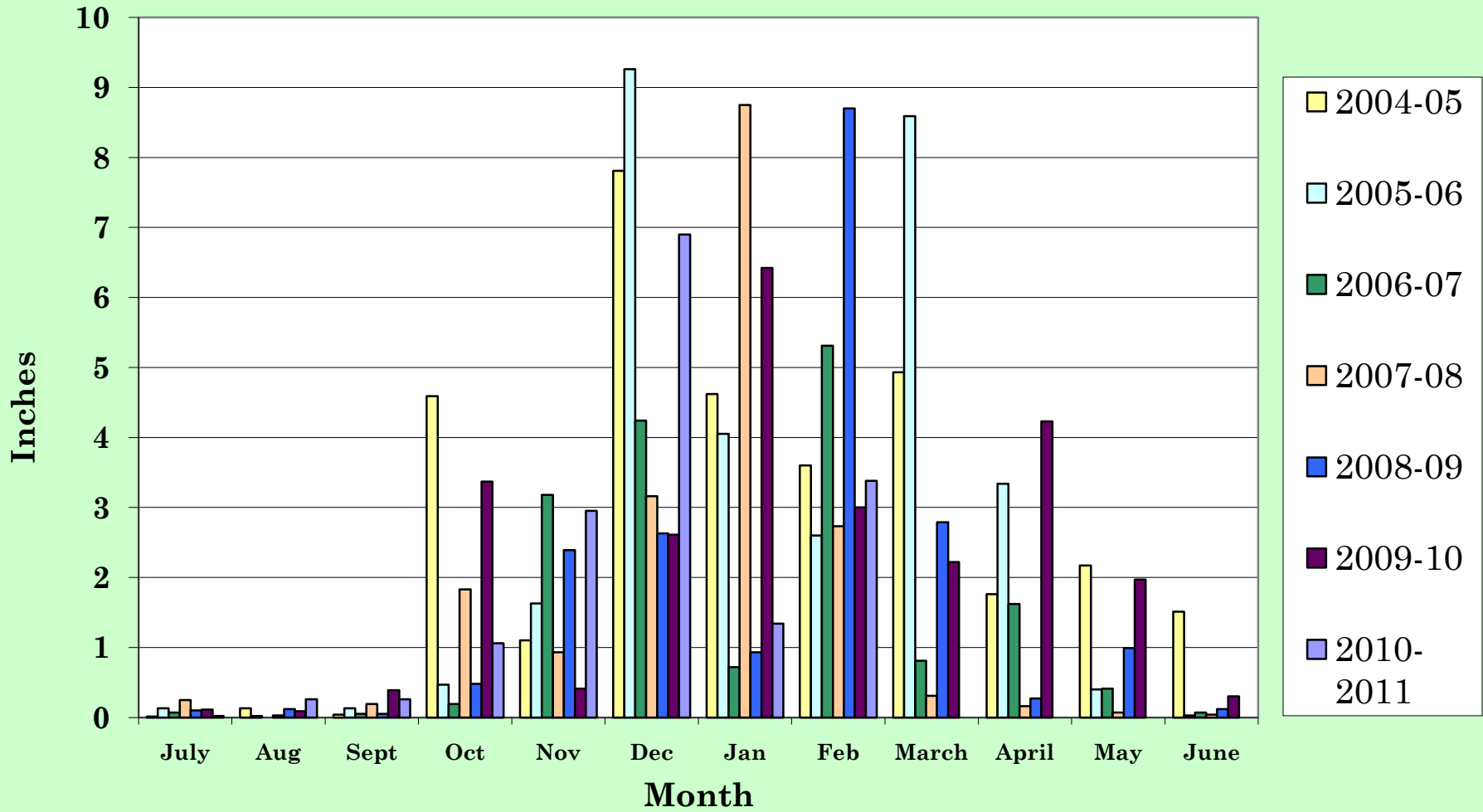
Rainfall Totals fy 10-11



Coastside County Water District

Rainfall by Month

July '10 thru Jun '11



MONTHLY CLIMATOLOGICAL SUMMARY for FEB. 2011

NAME: CCWD1 CITY: STATE:
 ELEV: 0 ft LAT: LONG:

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	54.0	63.1	2:30p	46.5	7:30a	11.0	0.0	0.00	1.7	18.0	10:30p	NW
2	53.1	63.5	3:00p	42.7	10:30p	11.9	0.0	0.00	3.3	27.0	5:00a	N
3	47.1	56.7	3:00p	38.2	7:00a	17.9	0.0	0.00	0.6	7.0	2:00p	NNE
4	49.5	63.4	1:30p	39.8	2:30a	15.5	0.0	0.00	0.5	9.0	10:30a	SSW
5	59.1	75.1	3:30p	45.6	12:30a	6.9	1.0	0.00	1.9	20.0	11:30a	N
6	62.5	74.2	3:30p	49.9	12:00m	3.6	1.2	0.00	2.1	21.0	12:30a	N
7	52.2	61.9	2:30p	44.1	7:00a	12.8	0.0	0.00	1.4	16.0	6:00p	N
8	50.8	58.8	12:00p	42.9	12:00m	14.2	0.0	0.00	2.3	21.0	11:00a	NNW
9	51.1	61.2	3:30p	40.7	5:00a	13.9	0.0	0.00	3.0	21.0	10:00a	N
10	50.7	64.1	4:00p	40.7	7:30a	14.3	0.0	0.00	1.8	14.0	1:00p	N
11	53.4	67.5	3:00p	40.4	1:00a	11.8	0.2	0.00	2.4	16.0	11:30a	N
12	50.2	60.4	3:30p	42.2	12:00m	14.8	0.0	0.00	0.6	7.0	6:30a	NNE
13	47.7	56.5	4:30p	38.1	6:30a	17.3	0.0	0.00	1.2	15.0	12:00m	SSW
14	56.1	62.7	12:30p	51.1	2:00a	8.9	0.0	0.16	3.7	22.0	6:30a	SE
15	56.5	62.0	1:00p	52.6	2:30a	8.5	0.0	0.41	5.3	26.0	10:00p	SE
16	53.0	60.0	1:00p	49.6	7:00a	12.0	0.0	0.21	4.5	19.0	3:30a	SSW
17	50.6	54.7	1:30p	45.3	12:00m	14.4	0.0	0.63	3.7	24.0	12:00p	SE
18	43.9	49.2	10:00a	39.5	5:30a	21.1	0.0	0.71	2.2	19.0	7:00p	NNE
19	44.0	47.4	10:00a	40.6	11:30p	21.0	0.0	0.47	0.5	9.0	9:00a	NE
20	45.7	56.3	3:00p	36.9	7:30a	19.3	0.0	0.00	0.8	11.0	12:00p	NNE
21	46.5	61.2	2:00p	36.4	3:30a	18.5	0.0	0.00	1.3	14.0	11:30p	S
22	49.8	56.0	12:00p	44.5	7:30a	15.2	0.0	0.00	2.9	17.0	1:30a	NNE
23	48.1	56.9	12:00p	39.7	7:00a	16.9	0.0	0.00	1.8	16.0	5:00p	SW
24	51.1	59.2	1:30p	43.8	3:00a	13.9	0.0	0.43	1.4	15.0	11:30p	SE
25	49.2	54.1	7:00a	37.3	12:00m	15.8	0.0	0.29	3.3	26.0	7:00a	S
26	41.1	50.6	3:00p	34.0	6:00a	23.9	0.0	0.07	1.7	14.0	3:00p	N
27	43.2	54.9	12:00p	34.0	6:00a	21.8	0.0	0.00	1.2	9.0	12:00p	SSW
28	47.1	58.9	3:30p	37.6	1:00a	17.9	0.0	0.00	1.9	16.0	11:30a	S
	50.3	75.1	5	34.0	26	415.0	2.4	3.38	2.1	27.0	2	N

Max >= 90.0: 0
 Max <= 32.0: 0
 Min <= 32.0: 0
 Min <= 0.0: 0

Max Rain: 0.71 ON 02/18/11

Days of Rain: 9 (>.01 in) 8 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For February 2011

J. Chester, B. McGurk, A. Mazurkiewicz, & M. Tsang, March 3, 2011



High Country Snow – 1 foot of snow accumulation at Hetch Hetchy Reservoir elevation during the days prior to the President’s Day weekend.

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

Table 1 Current Storage As of March 1, 2011							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	235,520		340,830		105,310		69.1%
Cherry ^{2/}	224,888		268,810		43,922		83.7%
Lake Eleanor ^{3/}	19,149		23,541		4,392		81.3%
Water Bank	570,000		570,000		0		Full
Tuolumne Storage	1,049,557		1,203,181		153,624		87.2%
Local Bay Area Storage							
Calaveras ^{4/}	48,285	15,734	96,824	31,550	48,539	15,816	49.9%
San Antonio	47,008	15,318	50,496	16,454	3,488	1,137	93.1%
Crystal Springs	52,166	16,998	58,377	19,022	6,211	2,024	89.4%
San Andreas	17,486	5,698	18,996	6,190	1,510	492	92.1%
Pilarcitos	2,587	843	2,995	976	408	133	86.4%
Total Local Storage	167,532	54,590	227,688	74,192	60,156	19,602	73.6%
Total System	1,217,089		1,430,869		213,780		85.1%

^{1/} Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

^{2/} Maximum Cherry Reservoir storage with all flash-boards out.

^{3/} Maximum Lake Eleanor storage with all flash-boards out.

^{4/} Available capacity does not take into account current DSOD storage restrictions.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The 6-week dry period which began in early January came to an end, just in time for the President's weekend. Two late month storm systems brought heavy mountain snow and precipitation. The February six-station precipitation index accumulated to 6.64 inches or 110.9% of the average index for the month.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2011 is 37.3 inches, which is 104.9% of the average annual water year total, or 154.0% of the average annual-to-date. The water-year cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1 in red, and is well above the median line.

^{5/}The precipitation index is computed using six Sierra precipitation stations and is an indicator of the wetness of the basin for the water year to date. The index is computed as the average of the six stations and is expressed in inches and in percent.

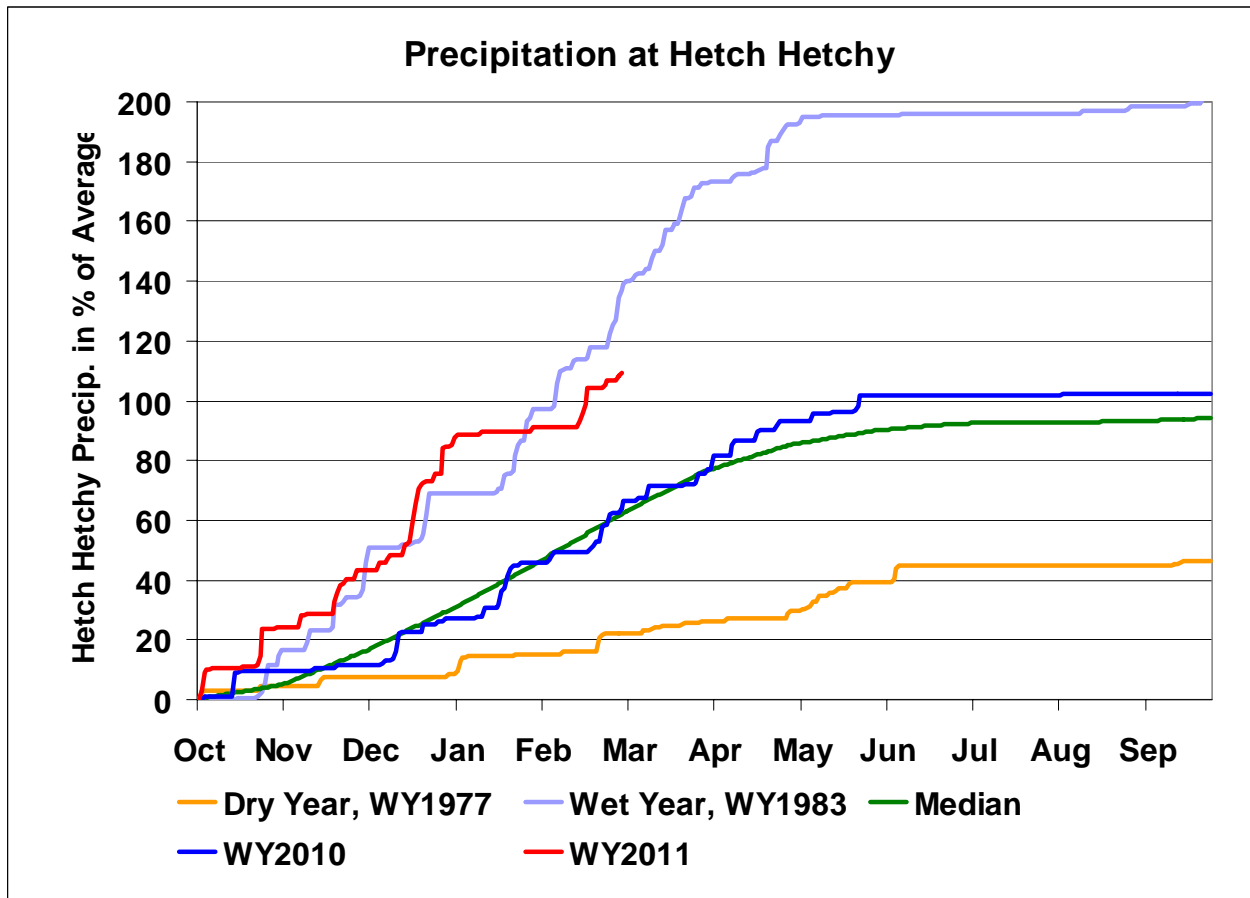


Figure 1: Water year 2011 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month February. Precipitation curves for wet, dry, median, and WY 2010 years for the station at Hetch Hetchy are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of February 28th is summarized below in Table 2.

	February 2011				October 1, 2010 through February 28, 2011			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	31,533	21,665	25,127	125.5%	228,738	70,997	89,616	255.2%
Inflow to Cherry Reservoir and Lake Eleanor	21,281	22,310	25,930	82.1%	171,542	72,648	94,380	181.8%
Tuolumne River at La Grange	136,986	116,210	145,787	94.0%	830,473	323,927	419,667	197.9%
Water Available to the City	29,890	19,397	57,251	52.2%	326,588	61,934	162,686	200.8%

⁶ Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in February totaled 78,462 acre-feet which met SJPL deliveries, fisheries releases and reservoir management goals.

A total of 48,988 acre-feet of power draft was made at Cherry Reservoir to lower reservoir elevation in anticipation of snowmelt runoff and to support the City's Municipal load, District Class 1, other loads or accounts, and sales. 14,971 acre-feet of water was transferred from Eleanor to Cherry in February in order to make efficient use of available water and control reservoir elevation at Lake Eleanor.

Local System Operations

The Sunol Valley Water Treatment Plant average production rate for the month of February was 73 MGD, and the Harry Tracy Water Treatment Plant rate averaged 48 MGD.

Local System Water Delivery

The water delivery rates for the month averaged 184 MGD. This is a 3% increase over the January average rate of 178 MGD.

Local Precipitation

Precipitation returned to the Bay area in February. Rainfall at the three local reservoirs averaged slightly above average for the month. The February rainfall summary is presented in Table 3.

Table 3 Precipitation Totals At Three Local Area Reservoirs For February 2011				
Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date ⁷ (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	7.73	120 %	30.83	107 %
Lower Crystal Springs	4.58	99 %	19.58	99 %
Calaveras	4.38	116 %	16.54	108 %

⁷ WY 2011: Oct. 2010 through Sep. 2011

Snowmelt and Water Supply

The extended dry period from the beginning of January through mid-February came to end with a strong system moving into the Sierras which brought snowfall down to the 1500 ft elevation. Snow accumulations in the mountains were 5 to 7 feet of new snow. This event was coupled with a second event and brought precipitation to near the monthly average. Manual snow surveys at the end of February indicate the Tuolumne basin is 134% of average March 1st snowpack conditions and 114% of peak conditions.

Precipitation from October through February accounts for approximately 68% of the average annual accumulation. March accounts for 15% of the annual, and it is off to a good start. Weather forecasts indicate unsettled conditions into the middle of the month. These conditions should bring March accumulated precipitation to near average precipitation. Given the current snowpack conditions and the short-term forecast, the water supply outlook indicates above normal snowmelt runoff inflows to the Up-country reservoirs.

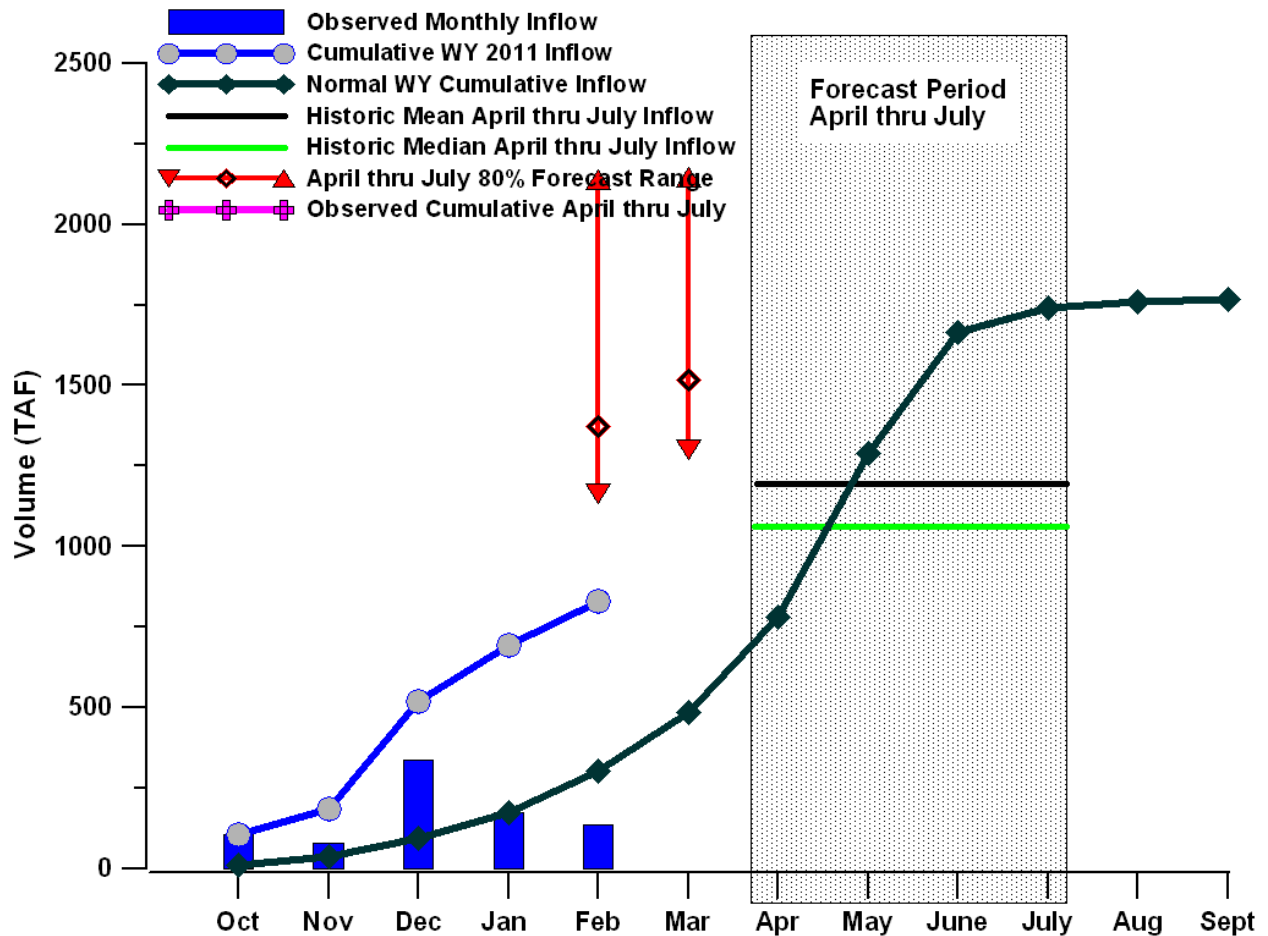


Figure 2: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

The Tuolumne Basin Water Supply Forecast Model was executed using the measured snow course, precipitation, and runoff data. The forecast indicates that the median amount of runoff that may occur this year is about 139% of the long-term median (Figure 2). The median forecast of April-to-July runoff is about 1,515 TAF, compared to the long-term median runoff for the April-thru-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July natural runoff will be between 1,295 TAF and 2,145 TAF.

A moderate amount of water became available to the City, raising the water year total to 326,588 acre-feet (Figure 3). The storms in December contributed the bulk of the available water so far this year, and spring snowmelt runoff is expected to be substantial and to add even more.

Unimpaired Flow at La Grange & Water Available to the City

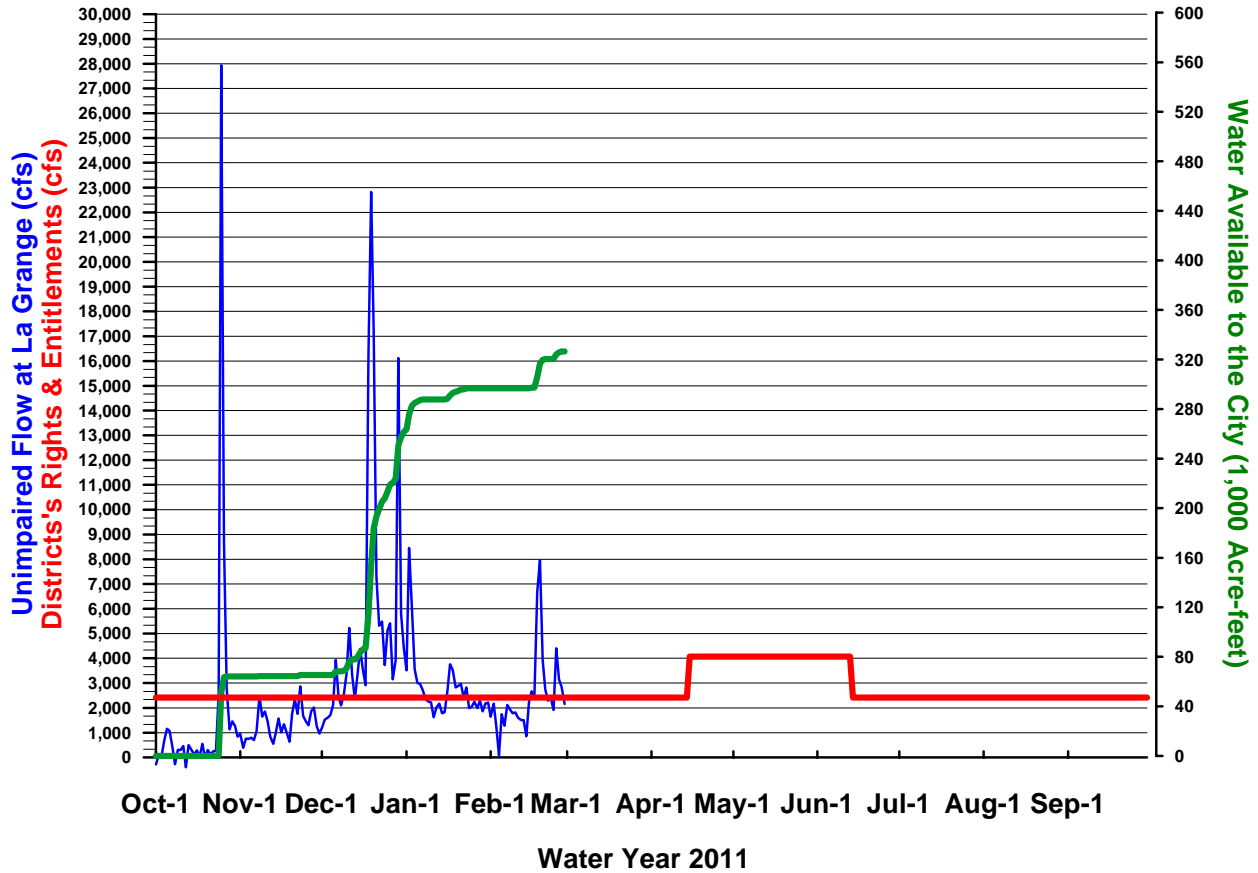


Figure 3: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1st, 2010 through February 28th, 2011 was 326,588 acre-feet.

cc	HHWP Records	Dufour, Alexis	Jue, Tyrone	Patterson, Mike
	Briggs, David	Gibson, Bill	Kehoe, Paula	Ramirez, Tim
	Cameron, David	Griffin, Pat	Levin, Ellen	Ritchie, Steve
	Carlin, Michael	Hale, Barbara	Mazurkiewicz, Adam	Rydstrom, Todd
	Chester, John	Hannaford, Margaret	McGurk, Bruce	Samii, Camron
	DeGraca, Andrew	Harrington, Ed	Meier, Steve	Sandkulla, Nicole
	Dhakal, Amod	Jensen, Art	Nelson, Kent	Tsang, Michael

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: March 8, 2011

Date: March 3, 2011

Subject: Notice of Completion - Terrace Avenue Service Connection Piping Replacement Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Terrace Avenue Service Connection Piping Replacement Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on January 4, 2011 for the Terrace Avenue Service Connection Piping Replacement Project.

The work consisted of replacing 15 existing PVC water service connections with new copper tubing. Appurtenant work included trenching, backfill, and repaving. All work was located within the street right of way area of Terrace Avenue in the City of Half Moon Bay.

The project was completed on March 3, 2011. The project was constructed according to the plans and specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA 94019

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: Fee Title

2. The full name and address of the undersigned is:

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019

3. On the 3rd day of March, 2011 there was completed upon the hereinafter described real property a work of improvement as a whole named Terrace Avenue Service Connection Piping Replacement Project. The work consists of replacing 15 existing PVC water service connections with new copper tubing. Appurtenant work includes trenching, backfill, and repaving.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros., Inc. 151 Main Street, Half Moon Bay, Ca 94019.

5. The real property herein referred to is situated in the incorporated area of Half Moon Bay, County of San Mateo, State of California, and described as follows:

Located on 500 Block of Terrace Avenue, adjacent to State Highway One, Half Moon Bay, San Mateo County, California.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY:

David R. Dickson, Secretary

VERIFICATION

I, David R. Dickson , declare that I am the Secretary of the Coastside County Water District and am authorized to make this verification for that reason. I have read said Notice of Completion and know the contents thereof to be true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on March 8, 2011, at Half Moon Bay, California
(Date) (Place where signed)

By: _____
David R. Dickson,
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: March 8, 2011

Date: March 3, 2011

Subject: Notice of Completion - Roosevelt and Alameda Valve Bolt Replacement Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Roosevelt and Alameda Valve Bolt Replacement Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on January 12, 2011 for the emergency Roosevelt and Alameda Valve Bolt Replacement Project.

The work consisted of removing and replacing 2,000 square feet of asphalt, excavate four valves to replace bonnet bolts with those made of stainless steel, backfill and compact All work was located within the street right of way area of Roosevelt Avenue and Alameda Avenue in the City of Half Moon Bay.

The project was completed on March 3, 2011. The project was constructed according to the plans and specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA 94019

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: Fee Title

2. The full name and address of the undersigned is:

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019

3. On the 3rd day of March, 2011 there was completed upon the hereinafter described real property a work of improvement as a whole named Roosevelt and Alameda Valve Bolt Replacement Project. The emergency work consisting of removing and replacing 2,000 square feet of asphalt, excavate four valves to replace bonnet bolts with those made of stainless steel, backfill and compact.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros., Inc. 151 Main Street, Half Moon Bay, CA 94019.

5. The real property herein referred to is situated in the incorporated area of Half Moon Bay, County of San Mateo, State of California, and described as follows:

Located at the intersection of Roosevelt Avenue and Alameda Avenue, City of Half moon Bay, San Mateo County, California.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY:

David R. Dickson, Secretary

VERIFICATION

I, David R. Dickson , declare that I am the Secretary of the Coastside County Water District and am authorized to make this verification for that reason. I have read said Notice of Completion and know the contents thereof to be true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on March 8, 2011, at Half Moon Bay, California
(Date) (Place where signed)

By: _____
David R. Dickson,
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: March 8, 2011

Date: March 3, 2011

Subject: Notice of Completion - Roosevelt Valve Bolt Replacement Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Roosevelt Bolt Replacement Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on January 14, 2011 for the Roosevelt Avenue Valve Bolt Replacement Project.

The work consisted of remove asphalt, excavate eight to ten valve(s), replace bolts with new, stainless steel bolts, backfill and patch asphalt. All work was located within the street right-of-way of Roosevelt Avenue in the City of Half Moon Bay.

The project was completed on March 3, 2011. The project was constructed according to the plans and specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA 94019

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: Fee Title

2. The full name and address of the undersigned is:

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019

3. On the 3rd day of March, 2011 there was completed upon the hereinafter described real property a work of improvement as a whole named Roosevelt Valve Bolt Replacement Project. The work consisted of removing asphalt, excavate to eight to ten valve(s), replace bolts with new, stainless steel bolts, backfill and patch asphalt.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros., Inc. 151 Main Street, Half Moon Bay, CA 94019.

5. The real property herein referred to is situated in the incorporated area of Half Moon Bay, County of San Mateo, State of California, and described as follows:

Located in the street right-of-way of Roosevelt Avenue, City of Half moon Bay, San Mateo County, California.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY:

David R. Dickson, Secretary

VERIFICATION

I, David R. Dickson , declare that I am the Secretary of the Coastside County Water District and am authorized to make this verification for that reason. I have read said Notice of Completion and know the contents thereof to be true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on March 8, 2011, at Half Moon Bay, California
(Date) (Place where signed)

By: _____
David R. Dickson,
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: March 8, 2011

Report Date: March 3, 2011

Subject: Resolution Concurring in Nomination of David T. Hodgin to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)

Recommendation:

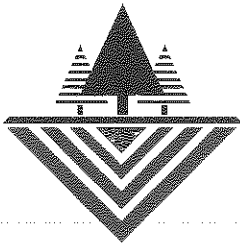
Approve resolution concurring in nomination of David T. Hodgin to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA).

Background:

The attached letter from Scotts Valley Water District was received by President Feldman, requesting consideration in support of Mr. Hodgin's candidacy for re-election to the Executive Committee of ACWA/JPIA. As stated in the letter, in addition to Mr. Hodgin's current service on the ACWA/JPIA Executive Committee, Mr. Hodgin also sits on the statewide ACWA Board of Directors and on the Central Coast Regional Water Quality Control Board. Mr. Hodgin has served multiple terms as President of the Scotts Valley Water District and was elected to ACWA Region 5 (Central Coast) Chair in 2010-2011. Mr. Hodgin's resume is also attached. Formal concurrence of five other member districts is required to effect such nomination to this executive committee position.

Fiscal Impact:

None



Scotts Valley Water District

P.O. BOX 660006 • SCOTTS VALLEY, CA 95067-0006

(831) 438-2363 • FAX (831) 438-6235

EMAIL: contact@svwd.org

Office Address:
2 CIVIC CENTER DR.
SCOTTS VALLEY, CA 95066

Board of Directors:

CHRIS PERRI
President

DAVID T. HODGIN
Vice President

JAY MOSLEY
Director

JOE MILLER
Director

KEN KANNEGAARD
Director

CHARLES McNIESH
General Manager

February 28, 2011

RECEIVED

MAR 02 2011

COASTSIDE COUNTY
WATER DISTRICT

David Dickson
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay CA 94019-1925

Subject: Nomination of David T. Hodgin to ACWA/JPIA Executive Committee

Dear David Dickson:

The Board of Directors of Scotts Valley Water District (SVWD) is pleased to nominate and support David T. Hodgin for re-election to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Agency (ACWA/JPIA). In addition to his current service on the ACWA/JPIA Executive Committee, Mr. Hodgin sits on the statewide ACWA Board of Directors and on the Central Coast Regional Water Quality Control Board. He has served multiple terms as President of the SVWD Board and was elected ACWA Region 5 (Central Coast) Chair in 2010-11.

Mr. Hodgin's enclosed resume describes his impressive credentials in business, finance, and management consulting. The SVWD Board can attest to his thoughtfulness, dedication, and foresight. He has demonstrated a keen interest in improving all aspects of the organization from his first day of service on the Board in 2003. Always collaborative and constructive, he has proven a successful leader and innovative thinker.

Also enclosed are a certified copy of SVWD's Resolution 02-11 nominating Mr. Hodgin to the ACWA/JPIA Executive Committee and a sample concurring resolution in support of Mr. Hodgin's nomination. Please consider supporting Mr. Hodgin's candidacy by approving a concurring resolution on his behalf and sending certified copies of it no later than March 25, 2011, to:

ACWA/JPIA
Attention: Sylvia Robinson
P.O. Box 619082
Roseville, CA 95661-9082

and

Scotts Valley Water District
Attention: Charles McNiesh
P.O. Box 660006
Scotts Valley, CA 95067-0006

The SVWD Board of Directors appreciates your consideration of this request and enthusiastically encourages your support of Mr. Hodgin.

Yours truly,

Chris Perri
President, Board of Directors
Scotts Valley Water District

Enclosures (as described)

David T. Hodgin

Dave Hodgin, Chairman of The Pathfinder Companies, is a Certified Management Consultant (CMC) with degrees in Economics, International Trade, graduate studies in International Management, Marketing, Finance and extensive experience as a business counselor and manager.

Mr. Hodgin served as the Vice President Administration & Finance for Paul Hardeman S.A.(building sections of the Pan American Highway in Argentina), VP Administration & Finance for Fibraglas S.A (manufacturing & licensing management, Owens Corning Fiberglas) in Colombia; General Manager for the Fandrich Companies (paint & chemical distributors), Sport Data, Inc. (statistics), Eco Bio Systems, Inc. (household chemicals), American Made Manufacturing, Inc. (metal fabrication), Sunset Recreation, Inc. (resort management); President of American Powerwash Corporation (cleaning systems, supplies and services), Compustudy, Inc. (computer software education), American Holiday Resorts, Inc. (resort management); Chairman of California Microelectronic Systems, Inc. (computer systems). In most of these assignments Mr. Hodgin's primary task was to organize the business and select and train a management team.

Currently he has completed 40 years as a professional Business and Management Consultant, is one of less than 1% of consultants who have earned the CMC designation (Certified Management Consultant) and continues to supervise the work of other consultants serving a variety of clients throughout the United States and overseas. In addition he serves on the Board of various companies, associations and community organizations, as well as serving as the Chairman of the Monterey Bay Consultants Group.

In the last several years Mr. Hodgin has devoted much of his free time to the study of water quality and sustainability issues hoping to help protect this critical resource for future generations. In 2003 he was appointed to the board of the Scotts Valley Water District, has been elected three times since, serving two years as District President. In 2007 Governor Schwarzenegger appointed him to the Central Coast Regional Water Quality Control Board. His current term ends in September 2014. Since 2005 he has served as a Region 5 Director for the Association of California Water Agencies (ACWA), elected to the statewide board of ACWA for the 2008/9 and 2010/11 terms and as Region 5 (Central Coast) Chair for 2010-11.

Mr. Hodgin spent ten years as a Director of the Evergreen Insurance Company (Evergreen Holding Company, Ltd.), a highly successful, industry specific insurance company devoted to the RV park & campground industry, where he chaired the reinsurance committee. He also served for eight years as a Director of Conifer Reinsurance Limited, Barbados, W.I. In 2010 he was appointed to the Executive Committee of ACWA-JPIA, a casualty insurance company devoted to the water industry.

RESOLUTION NO. 02-11

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SCOTTS VALLEY WATER DISTRICT

NOMINATING DAVID T. HODGIN TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")

WHEREAS, Scotts Valley Water District is a member district of the ACWA/JPIA and participates in all three of its Programs: Liability, Property, and Workers' Compensation; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's **Executive Committee**, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open position;

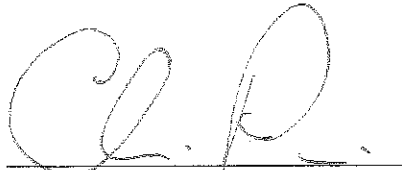
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Scotts Valley Water District that its member of the ACWA/JPIA Board of Directors, David T. Hodgin, be nominated as a candidate for the **Executive Committee** for the election to be held on May 9, 2011.

BE IT FURTHER RESOLVED that the ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of five other member districts to effect such nomination.

BE IT FURTHER RESOLVED that the District General Manager is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

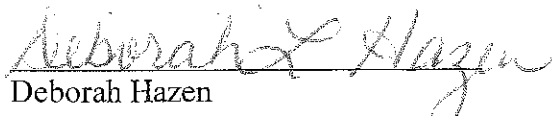
ADOPTED this 10th day of February 2011 by the following vote:

AYES: Directors - Miller, Mosley, Perri
NOES: Directors -
ABSTAIN: Directors - Hodgin
ABSENT: Directors - Kannegaard



Chris Perri, President
Board of Directors

ATTEST:


Deborah Hazen
District Secretary

RESOLUTION NO. 2011-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT CONCURRING
IN NOMINATION OF DAVID T. HODGIN TO THE EXECUTIVE
COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER
AGENCIES JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")**

WHEREAS, the Coastside County Water District is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, five member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the Scotts Valley Water District has requested that this district concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District that this district concur with the nomination of David T. Hodgin of Scotts Valley Water District to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this 8th day of March, 2011, by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert C. Feldman, President
Board of Directors

ATTEST:

David Dickson, Secretary of the Board

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: March 8, 2011

Report

Date: March 3, 2011

Subject: Resolution Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the Denniston Water Treatment Plant Improvements Project

Recommendation:

Approve the attached resolution for the Denniston Water Treatment Plan Improvements Project approving plans and specifications and a notice of exemption and calling for bids.

Background:

At its June 8, 2010 meeting, the Board approved a contract with Kennedy/Jenks Consultants for final design of the Denniston Water Treatment Plant Improvements Project. Kennedy/Jenks has completed the design within the schedule and budget presented in their proposal, and the project is ready to bid.

Staff has reviewed the project documents and recommends that the Board approve them. Copies of the draft plans and specifications are available for review at the District's offices.

The engineer's construction cost estimate for this project is \$6.7 million. The proposed Capital Improvement Program and District Financing Plan for Fiscal Year 2011-12 to 2020-21 provides funding for the project.

Completing the Denniston Improvements Project is vital to the security and reliability of the District's water supply. Staff recommends that the Board approve the attached resolution approving project plans and specifications, approving a CEQA Notice of Exemption, and calling for bids.

Fiscal Impact:

Estimated cost of \$6.7 million, included in proposed Fiscal Year 2011-12 to 2020-21 Capital Improvement Program.

RESOLUTION NO. 2011-4

APPROVING PLANS AND SPECIFICATIONS, APPROVING A NOTICE OF EXEMPTION FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND CALLING FOR BIDS FOR THE DENNISTON WATER TREATMENT PLANT IMPROVEMENTS PROJECT

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, Kennedy/Jenks Consultants has prepared Plans and Specifications for the Denniston Water Treatment Plant Improvements Project consisting of installation of contact clarifiers; installation of a washwater handling system and solids drying beds; replacement of existing storage and feed systems for caustic soda, polymer, aluminum sulfate and sodium hypochlorite; installation of new raw water pumps; and miscellaneous structural, valve, piping, electrical and control improvements; and

WHEREAS, the General Manager has examined and found the plans to be satisfactory and has recommended that they be approved; and

WHEREAS, based on the description of the Project prepared by the District Engineer, the Project is entitled to a categorical exemption from the California Environmental Quality Act, because it consists of (1) the minor alteration, maintenance and repair of existing facilities and equipment involving negligible or no expansion of use or capacity; (2) replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced; (3) new construction or conversion of small structures; and (4) minor alterations to land.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District as follows:

1. The plans and specifications prepared by Kennedy/Jenks Consultants for the Denniston Water Treatment Plant Improvements Project are approved and adopted.
2. The Board finds that the Project is exempt from the California Environmental Quality Act and authorizes the filing of a Notice of Exemption.
3. The General Manager, or his designee, is hereby directed to publish a notice inviting sealed proposals for the doing of the work of improvement, in accordance with the plans and specifications and the District's Policies and Procedures for Awarding of Contracts.

PASSED AND ADOPTED this 8th day of March, 2011, by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

President, Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors

NOTICE OF EXEMPTION

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET, HALF MOON BAY, CA 94019

To: San Mateo County
Assessor – Clerk- Recorder
555 County Center, 1st Floor
Redwood City, CA 94063

From: Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

Project Title: Denniston Water Treatment Plant Improvements

Project Location: Denniston Water Treatment Plant and Pump Station
APN 037-320-140, 037-320-150

Project Description and Beneficiaries of Project: The District is proposing to install two contact clarifiers for raw water pretreatment; to replace existing chemical feed and storage systems for caustic soda, polymer, aluminum sulfate, and sodium hypochlorite; to install new raw water pumps; to replace existing washwater and solids handling facilities; and to make associated improvements to electrical and control systems. This maintenance, replacement, and modernization project is required to improve the treatment plant reliability by replacing systems which have reached the end of their useful life, to bring the facilities into conformance with current safety regulations for chemical containment, and to facilitate treatment of lower quality raw water. The improvements will not expand the existing treatment capacity of the facilities.

The beneficiaries of the project include all the residents of the District who are provided water from the Denniston Water Treatment Plant.

Name of Public Agency Carrying Out Project: Coastside County Water District

Name of Public Agency Approving Project:

Coastside County Water District
County of San Mateo, Environmental Services Agency (Coastal Development Permit Exemption)

Exempt Status:

- Ministerial (Sec. 21080 (b)(i); 15268);
- Emergency Project (Sec. 21080(b)(4); 15269(b) (c));
- Categorical Exemption. Type: Class 1 (Sec. 15301), repair, maintenance, and minor alterations to existing structures or facilities; Class 2 (Sec. 15302), replacement or reconstruction of existing structures and facilities; Class 3 (Sec. 15303), new construction or conversion of small structures; and Class 4 (Sec. 15304), minor alterations to land.
- Statutory Exemptions.
- Project has no possibility for causing a significant effect on the environment (Sec. 15061(b)(3))

Reasons why project is exempt: The project falls within the Categorical Exemptions identified above. The project improvements will all be completed within the existing footprint of the treatment plant facilities and the project will not increase the capacity of the present water treatment plant.

Lead Agency Contact Person: David R. Dickson, General Manager Telephone: (650) 726-4405

Signature

Title

Date

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: March 8, 2011

Report

Date: March 3, 2011

Subject: Resolution Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the PLC Control Panel and Communications Improvements Project

Recommendation:

Approve the attached resolution for the PLC Control Panel and Communications Improvements Project approving plans and specifications and a notice of exemption and calling for bids.

Background:

At its January 12, 2010 meeting, the Board approved a contract with Frisch Engineering for design of a District-wide upgrade of instrumentation and electrical controls systems. Frisch has now completed the plans and specifications for the District's Programmable Logic Controller (PLC) Control Panel and Communications Improvements Project. This work includes replacing obsolete electrical controls and instrumentation at the District's plants, reservoirs and pump stations and installing a new radio-based data communications infrastructure covering all key facilities.

Staff has reviewed the project documents and recommends that the Board approve them. Copies of the draft plans and specifications are available for review at the District's offices.

The engineer's construction cost estimate for this project is \$795,000. The proposed Capital Improvement Program for Fiscal Year 2010-11 to 2019-20 includes \$950,000 in funding for SCADA/Telemetry/Electrical Controls.

Staff recommends that the Board approve the attached resolution approving project plans and specifications, approving a CEQA Notice of Exemption, and calling for bids.

Fiscal Impact:

Estimated cost of \$795,000, included in Fiscal Year 2010-11 to 2019-20 Capital Improvement Program.

**RESOLUTION NO. 2011-5
APPROVING PLANS AND SPECIFICATIONS, APPROVING A NOTICE OF
EXEMPTION FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND
CALLING FOR BIDS FOR THE PLC CONTROL PANEL AND
COMMUNICATIONS IMPROVEMENTS PROJECT**

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, Frisch Engineering, Inc. has prepared Plans and Specifications for the PLC Control Panel and Communications Improvements Project consisting of replacement of existing programmable logic controllers at District tank and well sites and installation of a digital radio network for data communications; and

WHEREAS, the General Manager has examined and found the plans to be satisfactory and has recommended that they be approved; and

WHEREAS, based on the description of the Project prepared by the District Engineer, the Project is entitled to a categorical exemption from the California Environmental Quality Act, because it consists of of (1) the minor alteration, maintenance and repair of existing facilities and equipment involving negligible or no expansion of use or capacity; (2) replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced; (3) new construction or conversion of small structures; and (4) minor alterations to land.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District as follows:

1. The plans and specifications prepared by Frisch Engineering, Inc. for the PLC Control Panel and Communications Improvements Project are approved and adopted.
2. The Board finds that the Project is exempt from the California Environmental Quality Act and authorizes the filing of a Notice of Exemption.
3. The General Manager, or his designee, is hereby directed to publish a notice inviting sealed proposals for the doing of the work of improvement, in accordance with the plans and specifications and the District's Policies and Procedures for Awarding of Contracts.

PASSED AND ADOPTED this 8th day of March, 2011, by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

President, Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors

Attachment

Coastside County Water District

Notice of Exemption

PLC Control Panel and Communications Improvements Project

Project Site Locations

Crystal Springs Pump Station – 1001 Highway 92, San Mateo, CA

Cahill Tank – Off of Highway 92 (North of Lifemark Road, San Mateo 94402)

Alves Tank – APN 066-430-050 (1900 Miramontes Point Road, Half Moon Bay, CA 94019)

Miramontes Tank – APN 066-430-140 (2300 Miramontes Point Road, Half Moon Bay, CA 94019)

Miramar Tank – APN 048-076-070 (661 Miramar Drive, Half Moon Bay, CA 94019)

El Granada Tank #1 – APN 047-171-050 (127 San Clemente Road, El Granada, CA 94018)

El Granada Tank #2 – APN 047-181-070 (431 El Granada Blvd., El Granada, CA 94018)

El Granada Tank #3 – APN 047-163-450 (712 El Granada Blvd., El Granada, CA 94018)

Denniston Tank – 150 Denniston Creek Road, El Granada, CA 94018

Nunes Water Treatment Plant – 500 Lewis Foster Drive, Half Moon Bay, CA 94019

Denniston Water Treatment Plant – APN 037-320-140 (150 Denniston Creek Road, El Granada, CA 94018)

Pilarcitos Canyon Blending Station – APN 056-370-080

District Main Office – APN 056-191-190 (766 Main Street, Half Moon Bay, CA 94019)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: March 8, 2011

Report

Date: March 4, 2011

Subject: Draft Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011/12 to 2020/21 Capital Improvement Program

Recommendation:

No Board action required at this time.

Background:

Staff presents for the Board's review the attached **Draft** Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011/12 to 2020/21 Capital Improvement Program (CIP). Highlights:

Budget

- Total operating expense increase of 9.0% over FY11 budget, 18.7% over projected year-end FY11 expenses, primarily due to a 40% increase in SFPUC water cost combined with planned greater SFPUC usage during Denniston shutdown.
- Reduced budget for operating expenses other than SFPUC purchases (\$49,000 lower).
- Non-operating revenue budgeted at approximately the same level as FY11 (1.7% lower).
- Draft budget shows a preliminary rate increase of 15%, consistent with the increase shown in the District's 2010 Long-Term Financing Plan. This increase is subject to adjustment based on consideration of the SFPUC rate increase and the updated Financing Plan to be presented to the Board at the April 12 meeting.
- Contribution to CIP and reserves (net revenue) of \$589,000.

CIP

- \$23,734,000 total CIP (FY12 dollars)
- Increase of \$2.6 million over previous CIP due to increase in Denniston plant upgrade cost, addition of Denniston/San Vicente water supply development projects, and addition of future pipeline replacement costs.

STAFF REPORT

Agenda: March 8, 2011

Subject: Draft Budget and CIP

Page Two

We have reviewed the budget and CIP with the Finance Committee on March 2. Following further review of the budget , CIP, and Financing Plan with the Finance and Facilities Committees, staff will present the Financing Plan, together with a recommended rate increase for FY12, at the April 12 Board meeting.

Fiscal Impact:

None.

Operations & Maintenance Budget - FY 2011/2012

Account Number	Description	Proposed Budget FY 11/12	Approved FY	FY 11/12 Budget	FY 11/12 Budget Vs.	Proj Year End Actual FY 10/11	FY 11/12 Budget	FY 11/12 Budget Vs.	YTD Actual FY 10/11 as of January 31, 2011
			10/11	10/11	10/11		10/11	10/11	
			Budget	\$ Change	% Change		\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1) *	\$6,726,300	\$6,182,885	\$543,415	8.8%	\$5,848,940	\$877,360	15.0%	\$3,572,467
Total Operating Revenue		\$6,726,300	\$6,182,885	\$543,415	8.8%	\$5,848,940	\$877,360	15.0%	\$3,572,467
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$19,683	\$5,317	27.0%	\$12,183
4180	Late Penalty	\$50,000	\$50,000	\$0	0.0%	\$53,584	-\$3,584	-6.7%	\$33,584
4230	Service Connections	\$8,000	\$8,000	\$0	0.0%	\$7,506	\$494	6.6%	\$5,006
4920	Interest Earned	\$7,423	\$26,418	-\$18,995	-71.9%	\$7,913	-\$490	-6.2%	\$5,413
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$639,843	-\$39,843	-6.2%	\$364,843
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$54,677	-\$17,677	-32.3%	\$44,677
4955	Cell Site Lease Income	\$113,892	\$111,312	\$2,580	2.3%	\$111,136	\$2,756	2.5%	\$66,136
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$250,000	-\$150,000	-60.0%	\$0
Total Non-Operating Revenue		\$941,315	\$957,730	-\$16,415	-1.7%	\$1,144,342	-\$203,028	-17.7%	\$531,842
TOTAL REVENUES		\$7,667,615	\$7,140,615	\$527,000	7.4%	\$6,993,282	\$674,332	9.6%	\$4,104,309
OPERATING EXPENSES									
5130	Water Purchased	\$2,290,334	\$1,671,874	\$618,460	37.0%	\$1,516,645	\$773,689	51.0%	\$1,032,745
5230	Electrical Exp. Nunes WTP	\$25,000	\$19,000	\$6,000	31.6%	\$23,889	\$1,111	4.7%	\$11,890
5231	Electrical Expenses, CSP	\$127,434	\$243,836	-\$116,402	-47.7%	\$102,157	\$25,278	24.7%	\$94,882
5232	Electrical Expenses/Trans. & Dist.	\$14,000	\$15,000	-\$1,000	-6.7%	\$11,923	\$2,077	17.4%	\$6,624
5233	Elec Exp/Pilarcitos Cyn	\$16,162	\$10,016	\$6,146	61.4%	\$14,517	\$1,645	11.3%	\$6,326
5234	Electrical Exp., Denn	\$5,940	\$53,176	-\$47,236	-88.8%	\$30,996	-\$25,056	-80.8%	\$16,629
5235	Denn. WTP Oper.	\$3,000	\$25,600	-\$22,600	-88.3%	\$12,292	-\$9,292	-75.6%	\$6,383
5236	Denn WTP Maint	\$5,000	\$38,000	-\$33,000	-86.8%	\$38,086	-\$33,086	-86.9%	\$24,078
5240	Nunes WTP Oper	\$70,908	\$64,820	\$6,088	9.4%	\$80,306	-\$9,398	-11.7%	\$54,024
5241	Nunes WTP Maint	\$38,000	\$38,000	\$0	0.0%	\$37,057	\$943	2.5%	\$19,564
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$7,640	\$860	11.3%	\$4,219
5243	CSP - Maintenance	\$50,000	\$53,500	-\$3,500	-6.5%	\$50,958	-\$958	-1.9%	\$40,654
5250	Laboratory Expenses	\$35,000	\$60,000	-\$25,000	-41.7%	\$31,448	\$3,552	11.3%	\$15,427
5318	Studies/Surveys/Consulting	\$45,000	\$22,000	\$23,000	104.5%	\$24,171	\$20,829	86.2%	\$19,171
5321	Water Conservation	\$62,350	\$92,500	-\$30,150	-32.6%	\$88,515	-\$26,165	-29.6%	\$40,515
5322	Community Outreach	\$26,200	\$26,200	\$0	0.0%	\$22,900	\$3,300	14.4%	\$5,900
5411	Salaries - Field	\$965,831	\$930,278	\$35,553	3.8%	\$944,144	\$21,687	2.3%	\$544,144
5412	Maintenance Expenses	\$192,500	\$192,500	\$0	0.0%	\$193,563	-\$1,063	-0.5%	\$85,805
5414	Motor Vehicle Exp.	\$44,500	\$44,500	\$0	0.0%	\$44,500	\$0	0.0%	\$30,043
5415	Maintenance, Wells	\$6,000	\$6,000	\$0	0.0%	\$4,000	\$2,000	50.0%	\$0
5610	Salaries, Admin.	\$650,794	\$640,368	\$10,426	1.6%	\$621,994	\$28,800	4.6%	\$356,994
5620	Office Expenses	\$119,375	\$118,875	\$500	0.4%	\$121,820	-\$2,445	-2.0%	\$71,820
5621	Computer Services	\$67,650	\$62,650	\$5,000	8.0%	\$57,816	\$9,834	17.0%	\$27,816
5625	Meetings/Training/Seminars	\$18,000	\$20,000	-\$2,000	-10.0%	\$16,752	\$1,248	7.5%	\$9,752
5630	Insurance	\$579,307	\$528,890	\$50,417	9.5%	\$527,632	\$51,674	9.8%	\$322,632
5640	Employee Retirement	\$486,158	\$437,789	\$48,369	11.0%	\$410,240	\$75,917	18.5%	\$223,240
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$0	\$30,000	0.0%	\$0
5681	Legal	\$60,000	\$57,000	\$3,000	5.3%	\$62,921	-\$2,921	-4.6%	\$32,921
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$6,254	\$7,747	123.9%	\$3,254
5683	Financial Services	\$31,000	\$31,000	\$0	0.0%	\$26,531	\$4,469	16.8%	\$15,531
5684	Payroll Taxes	\$115,297	\$111,951	\$3,346	3.0%	\$107,087	\$8,210	7.7%	\$62,087
5687	Memberships & Subscriptions	\$57,950	\$56,950	\$1,000	1.8%	\$60,317	-\$2,367	-3.9%	\$36,317
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$12,000	-\$6,000	-50.0%	\$2,040	\$3,960	194.1%	\$2,040
5700	County Fees	\$16,200	\$10,800	\$5,400	50.0%	\$10,805	\$5,395	49.9%	\$10,805
5705	State Fees	\$19,400	\$10,500	\$8,900	84.8%	\$19,078	\$322	1.7%	\$18,078
Total Operating Expenses		\$6,327,789	\$5,758,073	\$569,716	9.0%	\$5,330,996	\$996,793	18.7%	\$3,252,312
CAPITAL ACCOUNTS									
5711	Existing Bonds - 1998A	\$267,993	\$269,845	-\$1,853	-0.7%	\$269,235	-\$1,242	-0.5%	\$250,235
5712	Existing Bonds - 2006B	\$483,281	\$484,966	-\$1,685	-0.3%	\$487,431	-\$4,150	-0.9%	\$337,431
Total Capital Accounts		\$751,274	\$754,811	-\$3,537	-0.5%	\$756,666	-\$5,392	-0.7%	\$587,666
TOTAL REVENUE - TOTAL EXPENSE		\$588,551	\$627,731	-\$39,180	-6.2%	\$905,621	-\$317,069	-35.0%	\$264,332
5713	Cont. to CIP & Reserves	\$588,551							

Notes:

(1) Water sales revenue calculated by applying rate increase to projected year-end sales.

* Assumes 15% rate increase

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 31-Jan 2011	3,572,467
PROJECTED ACTIVITY to END of FY:	2,276,473
Projected YEAR END TOTAL:	5,848,940

PROPOSED Line Item Amount:	\$6,726,300 *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,182,885
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% Change Actual Year End compared to Proposed Line item amount.	15.0%
% Change to Previous Year Budget	8.8%
Dollar difference between proposed budget & current budget	543,415

NARRATIVE: See Worksheet 4120 A for calculations

Water sales revenues are not expected to increase during the next fiscal year due to new customers coming on line. The projection is that there will be approximately 35 new connections Increased Consumer awareness in the third year of drought will keep consumption to levels seen in FY 10/11.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec	Totals
Jan	Feb	Mar	Apr	May	Jun	

Fiscal Year 2011/2012 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i		j	Proposed
	Res. hcf 10/11	Res. hcf 11/12	Other hcf 10/11	Other hcf 11/12	TOTAL Units 10/11	TOTAL Units 11/12	Per Cent Diff 10 v. 11 dif	Residential \$ Projected 11/12	Other \$ Projected \$6.10hcf	Base Charge 10/11	Base Charge 11/12	FY 11/12 \$ Budget
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-10	37,361	37,361	52,535	52,535	89,896	89,896	0.0%	\$ 171,861	\$ 320,464	\$84,123	\$96,741	\$ 589,065
Aug-10	71,747	71,747	33,536	33,536	105,283	105,283	0.0%	\$ 330,036	\$ 204,570	\$114,009	\$131,111	\$ 665,717
Sep-10	34,215	34,215	47,095	47,095	81,310	81,310	0.0%	\$ 157,389	\$ 287,280	\$89,022	\$102,375	\$ 547,044
Oct-10	63,937	63,937	31,020	31,020	94,957	94,957	0.0%	\$ 294,110	\$ 189,222	\$114,579	\$131,766	\$ 615,098
Nov-10	29,779	29,779	26,424	26,424	56,203	56,203	0.0%	\$ 136,983	\$ 161,186	\$88,982	\$102,330	\$ 400,499
Dec-10	40,017	40,017	13,880	13,880	53,897	53,897	0.0%	\$ 184,078	\$ 84,668	\$114,722	\$131,930	\$ 400,676
Jan-11	25,964	25,964	20,910	20,910	46,874	46,874	0.0%	\$ 119,434	\$ 127,551	\$89,136	\$102,506	\$ 349,492
Feb-11	41,534	41,534	14,963	14,963	56,497	56,497	0.0%	\$ 191,056	\$ 91,274	\$114,731	\$131,940	\$ 414,271
Mar-11	21,723	21,723	23,629	23,629	45,352	45,352	0.0%	\$ 99,926	\$ 144,137	\$89,000	\$102,350	\$ 346,413
Apr-11	45,549	45,549	6,319	6,319	51,868	51,868	0.0%	\$ 209,525	\$ 38,546	\$114,000	\$131,100	\$ 379,171
May-11	28,468	28,468	52,129	52,129	80,597	80,597	0.0%	\$ 130,953	\$ 317,987	\$89,000	\$102,350	\$ 551,290
Jun-11	57,889	57,889	8,688	8,688	66,577	66,577	0.0%	\$ 266,289	\$ 52,997	\$114,000	\$131,100	\$ 450,386
TOTAL	498,183	498,183	331,128	331,128	829,311	829,311	0.0%	\$ 2,291,642	\$ 2,019,881	\$1,215,304	\$1,397,599	

Average Residential Charge per Unit
\$4.60

Commercial Charge per Unit
\$6.10

\$ -

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 7.5 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 35 new connections next year.
- 3 April - June - Predicted Base on following:
Actual Sales / Predicted Sales (Jul - Feb)

Residential = 0.91

Other = 1.242

Budgeted Values for Residential & Other
Above multiplied by factor to get predicted
water sales.

<u>Res</u> <u>Units</u>	<u>FY 10/11</u>	<u>0.0%</u> <u>FY 11/12</u>	<u>Base Charge</u>	
			<u>FY 10/11</u>	<u>0.0%</u> <u>FY 11/12</u>
1-8	\$4.48		5/8" 2 dwelling units	\$27.43
9 -25	\$4.94		3/4"	\$41.23
26 - 40	\$6.42		3/4" 2 dwelling units	\$82.51
41 +	\$7.93		1"	\$68.72
			1.5"	\$132.71
			2.0"	\$219.95
<u>Comm</u>	\$6.10		3"	\$481.16
			4"	\$1,649.90

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 31-Jan 2011	12,183
PROJECTED ACTIVITY to END of FY:	7,500
Projected YEAR END TOTAL:	19,683
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	27.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Water is taken from designated fire hydrants through portable meters for a variety of reasons. The most common use of this water is for new construction (dust control, earth compaction, etc.). Other uses of water through portable meters result in use for temporary irrigation, failed wells, temporary livestock watering, dust control for non construction purposes, festivals, etc.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4180 Description: Late Penalty	
Actual Amount As Of: 31-Jan 2011	33,584
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	53,584
PROPOSED Line Item Amount:	50,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	(6.7%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 31-Jan 2011	5,006
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	7,506
PROPOSED Line Item Amount:	8,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	6.6%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

The amounts in the account show the labor cost charged to a customer for the installation of a new water service connection. The costs vary with each new installation depending upon the size of the service and how far it is from the distribution pipeline under the street. Cost of materials are not included in this category.

Labor	\$8,000
TOTAL	\$8,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 31-Jan 2011	5,413
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	7,913
PROPOSED Line Item Amount:	\$ 7,423

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	26,418
% Change Actual Year End compared to Proposed Line item amount.	(6.2%)
% Change to Previous Year Budget	(71.9%)
Dollar difference between proposed budget & current budget	-18,995

NARRATIVE:

Interest income is derived from cash on deposit with LAIF. The interest income is calculated on funds that are not restricted to the CSP Project.

	Balance	Less CSP \$						
Cash on Deposit	1,505,465	20,948	1,484,516	x	0.50%	=	\$	7,423

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 31-Jan 2011	364,843
PROJECTED ACTIVITY to END of FY:	275,000
Projected YEAR END TOTAL:	639,843
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(6.2%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Projected CCWD portion of unsecured/secured Property Tax	\$600,000
TOTAL	<u><u>\$600,000</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 31-Jan 2011	44,677
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	54,677
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(32.3%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc...)

Skylawn Memorial Park reimburses the District for pumping when the District is not operating the Crystal Springs Pump Station for benefit of the District.

	FY 10/11	FY 11/12
Skylawn	25,000	25,000
Miscellaneous	12,000	12,000
	<hr/>	<hr/>
	37,000	37,000
	<hr/>	<hr/>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 31-Jan 2011	66,136
PROJECTED ACTIVITY to END of FY:	45,000
Projected YEAR END TOTAL:	111,136
PROPOSED Line Item Amount:	113,892

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	111,312
% Change Actual Year End compared to Proposed Line item amount.	2.5%
% Change to Previous Year Budget	2.3%
Dollar difference between proposed budget & current budget	2,580

NARRATIVE:

Revenue from Cell Site Leasing

<u>Sub-Account</u>	<u>FY 11/12</u>
Sprint Spectrum Lease	22,424
Sprint Spectrum Lease	20,022
Metro PCS	23,363
Metro PCS	23,363
Verizon	24,720
	<u>113,892</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4965 Description: ERAF Refund	
Actual Amount As Of: 31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:	250,000
Projected YEAR END TOTAL:	250,000
PROPOSED Line Item Amount:	100,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
% Change Actual Year End compared to Proposed Line item amount.	(60.0%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 31-Jan 2011	1,032,745
PROJECTED ACTIVITY to END of FY:	483,900
Projected YEAR END TOTAL:	1,516,645
PROPOSED Line Item Amount:	2,290,334

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,671,874
% Change Actual Year End compared to Proposed Line item amount.	51.0%
% Change to Previous Year Budget	37.0%
Dollar difference between proposed budget & current budget	618,460

NARRATIVE:

See worksheet 5130 A

The information on this sheet relates directly to Account 4120, water sales.

Water rates will increase approximately 41.2% from the SFWD this year. Cost per hcf \$2.68

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2011/2012

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 10/11 hcf	FY 11/12 hcf	FY 10/11 hcf	FY 11/12 hcf	FY 10/11 hcf	FY 11/12 hcf	Pilarcitos		CSP		FY 10/11	FY 11/12	FY 10/11	FY 11/12	2.68 hcf
							Actual hcf	Plan	Plan						
Jul-10	2,767	0	1,390	0	0	0	76,939	81,096	20,213	20,213	97,152	101,309	101,309	101,309	\$271,508
Aug-10	4,051	0	1,070	0	0	0	55,345	60,466	24,291	24,291	79,636	84,757	84,757	84,757	\$227,149
Sep-10	4,853	0	1,818	0	0	0	29,639	36,310	46,310	46,310	75,949	82,620	82,620	82,620	\$221,422
Oct-10	0	0	0	0	0	0	50,976	50,976	31,671	31,671	82,647	82,647	82,647	82,647	\$221,494
Nov-10	0	0	0	0	10,802	13,000	55,321	53,123	0	0	55,321	53,123	66,123	66,123	\$142,370
Dec-10	0	0	0	0	10,281	13,000	47,407	44,688	0	0	47,407	44,688	57,688	57,688	\$119,764
Jan-11	0	0	0	0	12,955	14,000	42,100	41,055	0	0	42,100	41,055	55,055	55,055	\$110,027
Feb-11	0	0	0	0	14,397	15,000	41,432	40,829	0	0	41,432	40,829	55,829	55,829	\$109,422
Mar-11	0	0	0	0	15,576	15,000	50,382	50,958	0	0	50,382	50,958	65,958	65,958	\$136,567
Apr-11	0	0	0	0	0	0	70,000	70,000	0	0	70,000	70,000	70,000	70,000	\$187,600
May-11	18,000	0	3,249	0	0	0	65,000	86,249	0	0	65,000	86,249	86,249	86,249	\$231,147
Jun-11	0	0	0	0	0	0	66,000	66,000	20,000	20,000	86,000	86,000	86,000	86,000	\$230,480
hcf Totals	29,671	0	7,527	0	64,011	70,000	650,541	681,750	142,485	142,485	793,026	824,235	894,235	894,235	\$2,208,950
MG Totals	22.19	0.00	5.63	0.00	47.88	52.36	486.60	509.95	106.58	106.58	593.18	616.53	668.89	668.89	

Base Charge **\$81,384**

Grand Total **\$2,290,334**

Note: Bold numbers in actual columns are estimates

Expect 72,608 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...)for FY 10/11
7.4% unaccountable water

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 31-Jan 2011	11,890
PROJECTED ACTIVITY to END of FY:	11,999
Projected YEAR END TOTAL:	23,889
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	19,000
% Change Actual Year End compared to Proposed Line item amount.	4.7%
% Change to Previous Year Budget	31.6%
Dollar difference between proposed budget & current budget	6,000

NARRATIVE:

The costs shown for this line item are for electrical costs for operating the water treatment plant.

FY 11/12

PG&E \$25,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5231	Description: Electrical Expenses, CSP
Actual Amount As Of:	31-Jan 2011	94,882
PROJECTED ACTIVITY to END of FY:		7,275
Projected YEAR END TOTAL:		102,157

PROPOSED Line Item Amount:	127,434
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	243,836
% Change Actual Year End compared to Proposed Line item amount.	24.7%
% Change to Previous Year Budget	(47.7%)
Dollar difference between proposed budget & current budget	-116,402

NARRATIVE:

Skylawn is estimated to purchase 7.5 million gallons.
Anticipated more usage at Crystal Springs FY 11/12 since Denniston WTP will be off-line more in FY 11/12.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	142,485	0.770	=	\$	109,713
Non-pumping electrical				\$	10,000
Skylawn Pumping Expenses	10,027	0.770	=	\$	7,721
TOTAL				\$	127,434

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 31-Jan 2011	6,624
PROJECTED ACTIVITY to END of FY:	5,299
Projected YEAR END TOTAL:	11,923
PROPOSED Line Item Amount:	14,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	17.4%
% Change to Previous Year Budget	(6.7%)
Dollar difference between proposed budget & current budget	-1,000

NARRATIVE:

	FY 11/12
Granada #1	\$5,000
Granada #2	\$3,000
Granada #3	\$1,500
Alves Pump Station	\$4,000
Miramontes Tank	\$500
TOTAL	<u>\$14,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 31-Jan 2011	6,326
PROJECTED ACTIVITY to END of FY:	8,191
Projected YEAR END TOTAL:	14,517
PROPOSED Line Item Amount:	16,162

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,016
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	11.3%
% Change to Previous Year Budget	61.4%
Dollar difference between proposed budget & current budget	6,146

NARRATIVE:

Assumes sufficient rain in October to pump Pilarcitos Wells in November.
Assumes 70,000 units of production, at an energy cost of \$0.29 per unit.

Wells #1 & 3	\$ 5,215	Well #4	\$ 3,500	
Well #2	\$ 255	Well #4A	\$ 3,500	
Well #3A	\$ 255	Well #5	\$ 2,981	
Carter Hill	\$ 256	Telemeter	\$ 200	
TOTAL	\$ 5,981	Total	\$ 10,181	Total <u>\$ 16,162</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234	Description: Electrical Exp., Denn
Actual Amount As Of: 31-Jan 2011	16,629
PROJECTED ACTIVITY to END of FY:	14,367
Projected YEAR END TOTAL:	30,996
PROPOSED Line Item Amount:	5,940

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,176
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(80.8%)
% Change to Previous Year Budget	(88.8%)
Dollar difference between proposed budget & current budget	-47,236

NARRATIVE:

Projected year end low due to inoperation of plant for all of FY 11/12.

	FY 11/12
Denn Pump Station	\$2,040
Denn Well #1	\$300
Denn Well #2,3,4	\$300
Denn Well #5	\$300
Denn Well #9	\$300
Denn WTP	\$2,400
Filter Recycle Pump	\$300
TOTAL	<u><u>\$5,940</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5235 Description: Denn. WTP Oper.	
Actual Amount As Of: 31-Jan 2011	6,383
PROJECTED ACTIVITY to END of FY:	5,909
Projected YEAR END TOTAL:	12,292
PROPOSED Line Item Amount:	3,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,600
% Change Actual Year End compared to Proposed Line item amount.	(75.6%)
% Change to Previous Year Budget	(88.3%)
Dollar difference between proposed budget & current budget	-22,600

NARRATIVE:

ADMIN	CHEMICALS	
Telephone/DSL	\$1,000	
Alarm System	\$2,000	Chemicals
	\$3,000	<u> </u> <u> </u> \$0
	TOTAL	\$3,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5236 Description: Denn WTP Maint	
Actual Amount As Of: 31-Jan 2011	24,078
PROJECTED ACTIVITY to END of FY:	14,008
Projected YEAR END TOTAL:	38,086

PROPOSED Line Item Amount:	5,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	38,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(86.9%)
% Change to Previous Year Budget	(86.8%)
Dollar difference between proposed budget & current budget	-33,000

NARRATIVE:

Little or no activity during construction of Dennistion Treatment Plant Upgrade

	FY 11/12
Telemetry	\$3,000
Misc. Plumbing & Parts	\$2,000

TOTAL	\$5,000
--------------	----------------

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240	Description: Nunes WTP Oper
Actual Amount As Of: 31-Jan 2011	54,024
PROJECTED ACTIVITY to END of FY:	26,282
Projected YEAR END TOTAL:	80,306
PROPOSED Line Item Amount:	70,908

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	64,820
% Change Actual Year End compared to Proposed Line item amount.	(11.7%)
% Change to Previous Year Budget	9.4%
Dollar difference between proposed budget & current budget	6,088

NARRATIVE:

Chemical costs = \$87/MG.
Expect to treat 617 MG.

Telephone/DSL	\$2,120
Alarm System	\$1,000
Sub total	<u>\$3,120</u>

Chemicals	
Caustic	\$24,859
Polymer	\$2,011
Alum	\$33,318
Salt	7600
Sub Total	<u>\$67,788</u>
TOTAL	\$70,908

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 31-Jan 2011	19,564
PROJECTED ACTIVITY to END of FY:	17,493
Projected YEAR END TOTAL:	37,057
PROPOSED Line Item Amount:	38,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	38,000
% Change Actual Year End compared to Proposed Line item amount.	2.5%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

No change in maintenance costs expected.

FY 11/12

Generator Service Contract	\$1,000
Sludge Removal	\$6,000
Electrical	\$6,000
Instrumentation/Controls	\$7,000
Motor & Pump Replacement	\$7,000
Filter Inspection	\$4,000
Annual Electrical PM	\$5,000
Misc.	\$2,000
	<hr/>
	\$38,000
	<hr/> <hr/>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 31-Jan 2011	4,219
PROJECTED ACTIVITY to END of FY:	3,421
Projected YEAR END TOTAL:	7,640
PROPOSED Line Item Amount:	8,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	11.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 11/12
Telephone & Telemetry	\$6,300
Alarm Co. (Bay Alarm / HMB Alarm)	\$1,200
Fire System Maint.	<u>\$1,000</u>
 TOTAL	 <u><u>\$8,500</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 31-Jan 2011	40,654
PROJECTED ACTIVITY to END of FY:	10,304
Projected YEAR END TOTAL:	50,958
PROPOSED Line Item Amount:	50,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,500
% Change Actual Year End compared to Proposed Line item amount.	(1.9%)
% Change to Previous Year Budget	(6.5%)
Dollar difference between proposed budget & current budget	-3,500

NARRATIVE:

Will not be cleaning tunnel in FY 10/11. Anticipate needing more work on instrumentation and controls in FY 10/11.

FY 11/12

Electrical Testing (ETI)	\$5,000
Electrical Repair	\$7,000
Equipment /Valve Maintenance	\$12,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,000
Telemetry & Alarms	\$4,000
Pump Maintenance	\$10,000
Confined Space Team	\$10,000
	<u>\$50,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 31-Jan 2011	15,427
PROJECTED ACTIVITY to END of FY:	16,021
Projected YEAR END TOTAL:	31,448
PROPOSED Line Item Amount:	35,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,000
% Change Actual Year End compared to Proposed Line item amount.	11.3%
% Change to Previous Year Budget	(41.7%)
Dollar difference between proposed budget & current budget	-25,000

NARRATIVE:

Laboratory Costs associated with water sampling throughout distribution system, source waters and Treatment Plants.

	FY 11/12
Nunes WTP	\$20,000
Denniston WTP	\$15,000
	<hr/>
	\$35,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: Studies/Surveys/Consulting	
Actual Amount As Of: 31-Jan 2011	19,171
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	24,171

PROPOSED Line Item Amount:	\$45,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	22,000
% Change Actual Year End compared to Proposed Line item amount.	86.2%
% Change to Previous Year Budget	104.5%
Dollar difference between proposed budget & current budget	23,000

Narrative: Lease consultant agreement offset by Cell Site Lease Agreements in account 4955

Communication Lease Consultant (Til FY 10/11)	\$5,000.00
Groundwater Monitoring Plan (SBx6)	\$30,000.00
Misc. Studies/Surveys	\$10,000.00
	<u>\$45,000.00</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 31-Jan 2011	40,515
PROJECTED ACTIVITY to END of FY:	48,000
Projected YEAR END TOTAL:	88,515

PROPOSED Line Item Amount:	62,350
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	92,500
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(29.6%)
% Change to Previous Year Budget	(32.6%)
Dollar difference between proposed budget & current budget	-30,150

NARRATIVE:

Increase funding due to:

1. Funding included for new lawn replacement program.

Legend:

- BAWSCA** - Bay Area Water Supply and Conservation Agency
- BMP** - Best Management Practices
- CASGEM**: California Statewide Groundwater Elevation Monitoring
- CUWCC** - California Urban Water Conservation Council
- IRWMP** - Integrated Regional Watershed Management Plan
- UWMP** - Urban Water Management Plan
- WCIP** - Water Conservation Implementation Plan

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT Budget Worksheet	
Fiscal Year	
2011-2012	
Worksheet 5321 A – Water Resources	FY 2012
Description	Amount
Foundational	
1.0 Utility Operations Programs	
1.1 Operations	\$0
Subtotal	\$0
2.0 Education Programs	
2.1 Public Information Programs	
Events	\$1,000
Bill Stuffers	\$2,000
Rebate Materials	\$500
Landscape Workshops	\$2,000
Media	\$2,000
California Water Awareness Campaign	\$2,000
Materials (Conservation)	\$2,000
2.2 School Education Programs	
Curriculum Materials	\$1,000
Assembly Program	\$4,000
Subtotal	\$16,500
Programmatic	
3.0 Residential	
3.1 High Efficiency Fixture Devices (Q=900)	\$3,000
3.2 High Efficiency Toilet Rebates (Q=100)	\$15,000
3.3 High Efficiency Clothes Washer Rebates (Q=200)	\$15,000
3.4 Residential Assistance	\$0
Subtotal	\$33,000
4.0 Commercial, Industrial and Institutional	
4.1 Rebates	
High Efficiency Tank Toilets (Q=1)	\$150
High Efficiency Urinals (Q=1)	\$300
High Efficiency and Ultra Low Flow Flush Valve Toilets (Q=1)	\$300
Restaurant Spray Valves (Q=1)	\$100
Subtotal	\$850
5.0 Landscape (Large)	
5.1 Dedicated Irrigation Account Water Budget Reports	\$2,500
5.2 Surveys for Dedicated Irrigation Meters Accounts (Q=1)	\$1,500
5.3 Outreach to CII Mixed Use Meters	\$0
Subtotal	\$4,000
Flex Track	
Lawn Replacement	\$5,000
Subtotal	\$5,000
Water Resources	
California Urban Water Conservation Council Dues	\$3,000
Subtotal	\$3,000
Total	\$62,350

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 31-Jan 2011	5,900
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	22,900
PROPOSED Line Item Amount:	26,200

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	26,200
% Change Actual Year End compared to Proposed Line item amount.	14.4%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Created new account per Finance Committee to accommodate new community outreach between CCWD and Customers. Increase due to additional printing of annual reports and postage. Decrease in MCTV services.

MCTV-Recording meetings(14 @ \$375)	\$5,000
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$6,000

Spread: TOTAL **26,200**

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 31-Jan 2011	544,144
PROJECTED ACTIVITY to END of FY:	400,000
Projected YEAR END TOTAL:	944,144
PROPOSED Line Item Amount:	965,831

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	930,278
% Change Actual Year End compared to Proposed Line item amount.	2.3%
% Change to Previous Year Budget	3.8%
Dollar difference between proposed budget & current budget	35,553

NARRATIVE:

A COLA of 2.5% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT
3/3/2011
FY 2011/2012 BUDGET WORKSHEET (5411 A)

SALARIES - Accounts 5411 & 5610

EMPLOYEE	Current Hrly Rate	COLA 2.5%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
FIELD #5411							
Superintendent	57.58	59.01	122,750			10,800	133,550
Field Supervisor	46.10	47.25	98,285	120	8,505	7,200	113,991
WTP Supervisor	50.89	52.16	108,492	120	9,389	7,200	125,081
Sr. WTP Oper.	43.88	44.97	93,542	120	8,095	7,200	108,836
Treat/Dist Op	29.56	30.30	63,027	120	5,454	4,800	73,282
Treat/Dist Op	28.84	29.56	61,482	120	5,321	6,000	72,802
Treat/Dist Op	28.84	29.56	61,787	80	3,547	6,000	70,151
Treat/Dist Op	30.30	31.06	64,600	80	3,727	7,200	75,527
Maint Worker	26.81	27.48	57,164	80	3,298	3,600	64,062
Maint Worker	24.90	25.52	53,087	80	3,063	2,400	58,550
Part-Time Help	15.00		15,000				15,000
Part-Time Help	15.00		15,000				15,000
Estimated Annual Merit Increase			20,000				20,000
Standby Pay for On-Call Employees			20,000				20,000
Sub total, Field			854,215		50,398	62,400	965,831
ADMIN #5610							
Gen Manager	88.00	90.20	187,616				187,616
Water Conser.	35.05	35.93	74,727	80	4,311		79,038
Prj Coord. PT	60.00		15,000				15,000
Office Mgr	38.76	39.73	82,642	80	4,768		87,409
Admin Assist.	35.13	36.00	74,887	80	4,320	7,046	86,253
Office Speclst	26.81	27.48	57,164		-		57,164
Office Speclst	24.90	25.52	53,087	80	3,063		56,150
Office Speclst	26.81	27.48	57,164		-		57,164
Directors			20,000				20,000
Estimated Annual Merit Increase			5,000				5,000
Sub total, Admin			627,286		16,462	7,046	\$650,794
TOTAL			1,481,501				\$1,616,625

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5412 Description: Maintenance Expenses	
Actual Amount As Of: 31-Jan 2011	85,805
PROJECTED ACTIVITY to END of FY:	107,758
Projected YEAR END TOTAL:	193,563
PROPOSED Line Item Amount:	192,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **192,500**

% Change Actual Year End compared to Proposed Line item amount. **(0.5%)**

% Change to Previous Year Budget **0.0%**

Dollar difference between proposed budget & current budget **0**

NARRATIVE:

Laundry	\$1,000	Tree Removal	\$8,000
Service Products	\$3,000	Paving	\$25,000
Pump Repair	\$5,000	Inventory	\$12,000
Uniforms/Jackets/Shoes	\$8,000	Materials	\$9,000
USA	\$500	Equip. Rental	\$2,000
Backfill	\$3,000	Radio Repair/PM	\$3,000
Hydrant repair	\$14,000	Landscape Maint	\$3,000
Tank Inspection	\$5,000	Main Repairs/Sml Line Replacmnt	\$26,000
Generator services	\$5,000	Cathodic Protection	\$7,000
Safety Supplies	\$4,000	Misc. tools, etc.	\$4,000
DMV/Pre-employment Physical	\$1,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
Alves Alt Valve	\$10,000	Waste Services	\$4,000
Alves Vault Valves	\$5,000	Fence Repairs	\$1,000
		Raising Valve (City/County)	\$24,000

TOTAL **\$192,500**

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 31-Jan 2011	30,043
PROJECTED ACTIVITY to END of FY:	14,457
Projected YEAR END TOTAL:	44,500
PROPOSED Line Item Amount:	44,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	44,500
% Change Actual Year End compared to Proposed Line item amount.	(0.0%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

	<u>FY 11/12</u>
Gasoline	\$29,000.00
Mobile Phones	\$7,500.00
Service & Repairs	\$8,000.00
	<u>\$44,500.00</u>
Total	

Jul	Aug	Sept	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:	4,000
Projected YEAR END TOTAL:	4,000
PROPOSED Line Item Amount:	6,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	50.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

FY 11/12 amounts same from past year due to not being able to rehabilitate wells and complete upgrades

	<u>FY 11/12</u>
Electrical PM	\$1,200
Pumps	\$3,000
Electrical	\$1,600
Plumbing	\$200
	<hr/>
	<u>\$6,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610	Description: Salaries, Admin.
Actual Amount As Of: 31-Jan 2011	356,994
PROJECTED ACTIVITY to END of FY:	265,000
Projected YEAR END TOTAL:	621,994
PROPOSED Line Item Amount:	650,794

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	640,368
% Change Actual Year End compared to Proposed Line item amount.	4.6%
% Change to Previous Year Budget	1.6%
Dollar difference between proposed budget & current budget	10,426

NARRATIVE:

A COLA of 2.5% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620	Description: Office Expenses
Actual Amount As Of: 31-Jan 2011	71,820
PROJECTED ACTIVITY to END of FY:	50,000
Projected YEAR END TOTAL:	121,820
PROPOSED Line Item Amount:	119,375

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	118,875
% Change Actual Year End compared to Proposed Line item amount.	(2.0%)
% Change to Previous Year Budget	0.4%
Dollar difference between proposed budget & current budget	500

NARRATIVE:

See Sheet 5620 A which details the cost items comprising this line item

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 2,000
	Bulk Mailing	\$ 5,000
	Pre-Stamped Envelopes	\$ 3,000
Phone Services PG&E	Monthly Service & Repairs	\$ 4,000
	Monthly Service (District Office)	\$ 8,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 7,800
File Storage	Iron Mountain - Offsite Storage	\$ 5,000
	Iron Mountain - Shredding Service	\$ 300
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 4,000
Printing	Checks, Forms, Statements	\$ 1,500
CSG Systems, Inc.	Fulfillment Center for Billing Stmtnts	\$ 20,000
	NetBill (Online Payments)	\$ 6,500
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 5,500
	Credit Card / Bank Fees	\$ 7,000
	Pre-Employment Physicals	\$ 250
	Employee Recognition Program	\$ 2,000
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 600
	Allowance for Bad Debt	\$ 5,000
Maintenance	Office Equipment/Repairs	\$ 1,500
	Office Maintenance/Repairs	\$ 5,000
Payroll	Payroll Processing with ADP	\$ 8,500
TOTAL		\$ 119,375

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5621 Description: Computer Services	
Actual Amount As Of: 31-Jan 2011	27,816
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	57,816
PROPOSED Line Item Amount:	67,650

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	62,650
% Change Actual Year End compared to Proposed Line item amount.	17.0%
% Change to previous year budget:	8.0%
Dollar difference between proposed budget & current budget	5,000

NARRATIVE: Addition of Check Scanner Annual Maintenance costs along with an increase in upgrades to software for water shortage billing module

Maintenance Agreements		Computer Services	
Springbrook	\$12,000	New/Upgrades to software/Cust Rpts	\$ 4,000
Radix	\$3,000	Services/Repairs	\$ 15,000
ICS	\$15,000	Coastside Net	\$ 1,000
Hansen	\$2,500	Rogue Web Works (Website Maint.)	\$ 5,000
Badger	\$1,500	Sonic.net	\$ 450
XC2 Software	\$800	Spam Filtering	\$ 900
Check Scanner	\$1,500		
GIS License	\$5,000		
Subtotal	\$41,300	Subtotal	\$ 26,350
		Grand Total	\$ 67,650

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Jan 2011	9,752
PROJECTED ACTIVITY to END of FY:	7,000
Projected YEAR END TOTAL:	16,752
PROPOSED Line Item Amount:	18,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	20,000
% Change Actual Year End compared to Proposed Line item amount.	7.5%
% Change to Previous Year Budget	(10.0%)
Dollar difference between proposed budget & current budget	-2,000

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 4,000
Conferences/Seminars (Board of Directors)	\$ 2,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 1,000
TOTAL	\$ 18,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 31-Jan 2011	322,632
PROJECTED ACTIVITY to END of FY:	205,000
Projected YEAR END TOTAL:	527,632
PROPOSED Line Item Amount:	579,307

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	528,890
% Change Actual Year End compared to Proposed Line item amount.	9.8%
% Change to Previous Year Budget	9.5%
Dollar difference between proposed budget & current budget	50,417

NARRATIVE:	FY 10/11	FY 11/12
Dental	\$23,053	\$25,071
LTD	\$16,777	\$16,897
Health	\$351,723	\$399,552
Liability	\$55,000	\$55,000
Life	\$5,766	\$6,216
Property	\$20,000	\$20,000
Vision	\$5,834	\$5,834
EAP Program	\$737	\$737
Workers Compensation	\$50,000	\$50,000
TOTAL	\$528,890	\$579,307

Estimated Rate Increases for: Dental (10%), Health (Blue Cross - 15%), EAP (2%), VSP (2%), Life (3%), Health (Kaiser - 15%), LTD (3%)

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Current FY 2010-2011

	KAISER	Blue Cross	Dental	Vision	Life/AD&D	LTD Metlife	ACWA EAP	ACWA W/C	ACWA Property	ACWA Liability
July	\$9,054	\$16,139	\$1,746	\$477	\$494	\$1,367	\$60	\$11,600		
August	\$9,054	\$16,680	\$1,746	\$477	\$494	\$1,367	\$60			\$57,000
September	\$9,054	\$16,680	\$1,746	\$477	\$503	\$1,367	\$60			
October	\$9,054	\$16,680	\$1,746	\$477	\$503	\$1,367	\$60	\$10,700		
November	\$9,054	\$16,680	\$1,746	\$477	\$503	\$1,367	\$60			
December	\$9,993	\$18,666	\$1,825	\$477	\$503	\$1,367	\$60			
January	\$9,993	\$18,666	\$1,899	\$477	\$503	\$1,367	\$60	\$12,400		
February	\$9,993	\$18,666	\$1,899	\$477	\$503	\$1,367	\$60		\$18,000	
March	\$9,993	\$18,666	\$1,899	\$477	\$503	\$1,367	\$60			
April	\$9,993	\$18,666	\$1,899	\$477	\$503	\$1,367	\$60	\$13,000		
May	\$9,993	\$18,666	\$1,899	\$477	\$503	\$1,367	\$60			
June	\$9,993	\$18,666	\$1,899	\$477	\$503	\$1,367	\$60			
EE/Retirees Credit	-\$6,833	-\$29,949	-\$4,477	\$0	\$0	\$0				
Retiree Reimbursement	\$3,528									
Sub Total	\$111,916	\$183,572	\$17,477	\$5,720	\$6,016	\$16,405	\$722	\$47,700	\$18,000	\$57,000
FY10/11 Total	\$123,444	\$223,992	\$22,792	\$5,720	\$6,035	\$16,405	\$722	\$47,700		
June Rate x 12 months										
Approx. Rate Increase	15% \$141,961	15% \$257,591	10% \$25,071	2% \$5,834	3% \$6,216	3% \$16,897	2% \$737	\$50,000	\$20,000	\$55,000
Total Medical	\$399,552									
Total	\$579,307									

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 31-Jan 2011	223,240
PROJECTED ACTIVITY to END of FY:	187,000
Projected YEAR END TOTAL:	410,240
PROPOSED Line Item Amount:	486,158

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	437,789
% Change Actual Year End compared to Proposed Line item amount.	18.5%
% Change to Previous Year Budget	11.0%
Dollar difference between proposed budget & current budget	48,369

NARRATIVE:

This line item is a function of salaries and will be determined when salaries and employee complement is set by the Board.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5645 Description: SIP 401a Plan	
Actual Amount As Of: 31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:	58,752
Projected YEAR END TOTAL:	58,752
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,000
% Change Actual Year End compared to Proposed Line item amount.	(48.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Supplemental Income Trust Fund / AIP 401 K Plan base on the Memorandum of Understanding between CCWD and the Teamsters Union, Local 856

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT
DRAFT
 Budget Worksheet

Fiscal Year
2011/2012

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description: Legal	
Actual Amount As Of: 31-Jan 2011	32,921
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	62,921
PROPOSED Line Item Amount:	60,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	57,000
% Change Actual Year End compared to Proposed Line item amount.	(4.6%)
% Change to Previous Year Budget	5.3%
Dollar difference between proposed budget & current budget	3,000

NARRATIVE:

This account is for the Legal Counsel General District business that is not included in capital projects or reimbursable projects. The legal costs for capital projects and reimbursable projects whether the work is performed by District Counsel or other counsel is part of the overall project and not an operating expense.

HansonBridgett	\$60,000
Total	<u>\$60,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 31-Jan 2011	3,254
PROJECTED ACTIVITY to END of FY:	3,000
Projected YEAR END TOTAL:	6,254
PROPOSED Line Item Amount:	14,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	14,000
% Change Actual Year End compared to Proposed Line item amount.	123.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

This account is for the District Engineer's monthly retainer and for general District business that is not included in capital projects or reimbursable projects. The engineering costs for capital projects and reimbursable projects whether the work is performed by the District engineer or another engineer are part of the overall project and not an operating expense.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 31-Jan 2011	15,531
PROJECTED ACTIVITY to END of FY:	11,000
Projected YEAR END TOTAL:	26,531

PROPOSED Line Item Amount:	31,000
-----------------------------------	---------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	31,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	16.8%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Annual auditing services performed by Joseph J Arch, CPA and
Annual accounting/consultation services provided by John Parsons, CPA.

	FY 11/12
Financial Audit Service	\$16,000
Accounting Services	\$15,000
Total	<u><u>\$31,000</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 31-Jan 2011	62,087
PROJECTED ACTIVITY to END of FY:	45,000
Projected YEAR END TOTAL:	107,087
PROPOSED Line Item Amount:	115,297

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	111,951
% Change Actual Year End compared to Proposed Line item amount.	7.7%
% Change to Previous Year Budget	3.0%
Dollar difference between proposed budget & current budget	3,346

NARRATIVE:

Payroll taxes, i.e. Social Security is a function of salaries. It is applied at a total rate of 7.65% of gross payroll. The final amount will be determined when salaries and employee complement is finalized by the Board.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

Line Item

Amount

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 1,616,625			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,481,551	\$ 91,856		\$ 91,856
AMOUNT SUBJECT TO MEDICARE	\$ 1,616,625		\$ 23,441	\$ 23,441
TOTAL				\$ 115,297

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687 Description: Memberships & Subscriptions	
Actual Amount As Of: 31-Jan 2011	36,317
PROJECTED ACTIVITY to END of FY:	24,000
Projected YEAR END TOTAL:	60,317
PROPOSED Line Item Amount:	57,950

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	56,950
% Change Actual Year End compared to Proposed Line item amount.	(3.9%)
% Change to Previous Year Budget	1.8%
Dollar difference between proposed budget & current budget	1,000

NARRATIVE: See attached worksheet for detail of costs

Increase in BAWSCA Annual Assessments

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Worksheet 5687A			
Budget Detail Worksheet			
<u>Line Item: Memberships & Subscriptions</u>			Description
Acct. No. 5687		Amount	
ACWA	\$10,000	Membership dues	
ACWA	\$10,000	Delta Sustainability Dues	
AWWA	\$2,000	Membership dues and technical publications	
BAWSCA	\$25,000	Annual assessment & dues	
California Emergency Utilities	\$500	Annual Membership	
Chamber of Commerce	\$600	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$4,000	Membership dues	
IAMPO	\$100	Subscription for Backflow Prevention Magazine	
Miscellaneous	\$1,000	Miscellaneous Dues/Memberships/Subscriptions	
Springbrook Users Group	\$50	Annual Users Group for Springbrook Software	
Water Education Foundation	\$1,000	Membership dues and technical publications	
Water ReUse	\$600	Annual Association Dues	
Wellness Program	\$2,500	Wellness Program group membership in health club	
West Group (Formally Barclays)	\$600	Updates on California Code of Regulations regarding construction laws	
TOTAL	\$57,950		

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5688	Description: Election Expense
Actual Amount As Of:	31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
PROPOSED Line Item Amount:		25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

% Change Actual Year End compared to Proposed Line item amount.

% Change to Previous Year Budget #DIV/0!
Dollar difference between proposed budget & current budget 25,000

NARRATIVE:

Spread:

Jul	Aug	Sep	Oct	Nov	Dec	Totals
Jan	Feb	Mar	Apr	May	Jun	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5689 Description: Union Expenses	
Actual Amount As Of: 31-Jan 2011	2,040
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	2,040
PROPOSED Line Item Amount:	6,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	12,000
% Change Actual Year End compared to Proposed Line item amount.	194.1%
% Change to Previous Year Budget	(50.0%)
Dollar difference between proposed budget & current budget	-6,000

NARRATIVE:

Union Negotiation Services	\$ 6,000
TOTAL	<u>\$ 6,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 31-Jan 2011	10,805
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	10,805
PROPOSED Line Item Amount:	16,200

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,800
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	49.9%
% Change to Previous Year Budget	50.0%
Dollar difference between proposed budget & current budget	5,400

NARRATIVE:

Increase due to required Annual Encroachment Permit by San Mateo County.

1. The cost of the LAFCo budget, estimated	\$5,500.00
2. Hazardous Material Handling (Nunes & Denniston)	\$3,500.00
3. Property Taxes	\$1,200.00
4. Annual Encroachment Permit	<u>\$6,000.00</u>
	\$16,200.00

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 31-Jan 2011	18,078
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	19,078
PROPOSED Line Item Amount:	19,400

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,500
% Change Actual Year End compared to Proposed Line item amount.	1.7%
% Change to Previous Year Budget	84.8%
Dollar difference between proposed budget & current budget	8,900

NARRATIVE:

- #1 Fees are charged by the State Department of Health Services for reviewing applications and annual reports on operation of the Nunes & Denniston Water Treatment Plants
(DHS Fees - Increase due to additional services regarding new regulations)
- #2 Water Rights (initialized by SWRCB) for both Pilarcitos & San Vincente
- #3 RWQCB NPDES Annual Fee (estimated)
- #4 Bay Area Air Quality Management Dist - Permits to Operate

#1	\$15,000
#2	\$2,000
#3	\$1,400
#4	\$1,000
	<hr/>
	\$19,400

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5711 Description: Existing Bonds - 1998A	
Actual Amount As Of: 31-Jan 2011	250,235
PROJECTED ACTIVITY to END of FY:	19,000
Projected YEAR END TOTAL:	269,235
PROPOSED Line Item Amount:	267,993

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **269,845**

% Change Actual Year End compared to Proposed Line item amount.	(0.5%)
% Change to Previous Year Budget	(0.7%)
Dollar difference between proposed budget & current budget	-1,853

NARRATIVE:

ABAG Pooled Financing Program Series 1998A

September 2011 Payment	\$254,610
March 2012 Payment	\$13,383
Spread:	<u>\$267,993</u>

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

Line Item **Amount**

Acct. No. **5712** Description: **Existing Bonds - 2006B**

Actual Amount As Of: 31-Jan 2011 **337,431**

PROJECTED ACTIVITY to END of FY: **150,000**

Projected YEAR END TOTAL: **487,431**

PROPOSED Line Item Amount:	483,281
-----------------------------------	----------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	484,966
% Change Actual Year End compared to Proposed Line item amount.	(0.9%)
% Change to Previous Year Budget	(0.3%)
Dollar difference between proposed budget & current budget	-1,685

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2011 Payment	\$335,852
March 2012 Payment	\$147,429
	\$483,281

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5713 Description: Cont. to CIP & Reserves	
Actual Amount As Of: 31-Jan 2011	313,865
PROJECTED ACTIVITY to END of FY:	313,865
Projected YEAR END TOTAL:	627,731
PROPOSED Line Item Amount:	627,731

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	627,731
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Contribution to CIP & Reserves	\$ 627,731
	<u>\$ 627,731</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: March 8, 2011

Report

Date: March 4, 2011

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. Water Reclamation Update

There is nothing new to report this month. We are waiting for SAM to respond to the principles of agreement the CCWD Board approved on February 9, 2010. SAM Manager Steve Leonard has continued to pursue the issue of recycled water with the SAM Board, making a presentation to the SAM directors on February 28 entitled "Sewer Authority Mid-Coastside Water Reclamation Strategy 2011."

2. SFPUC Rate Restructuring Proposal

On February 3, 2011, the San Francisco Public Utilities Commission (SFPUC) staff distributed to wholesale customers a proposal for changing the way SFPUC sets wholesale rates. The proposal, if adopted, would represent a dramatic change in the rate setting approach SFPUC has consistently used over several decades. The rate setting method, which SFPUC calls the "Known Annual Deliveries" alternative, would ensure that SFPUC receives 100% of its revenue requirement by charging each wholesale customer a fixed fee based on consumption in the most recently completed fiscal year. CCWD's FY2011-12 rate, for example, would be determined by usage in FY2009-10.

It was clear from discussion at the meeting of BAWSCA representatives on March 3 that the SFPUC rate proposal raises significant concerns and that there may be alternative ways of meeting SFPUC's objectives. We will continue to work with BAWSCA to determine the best individual or collective response to the rate proposal.

3. California Department of Health Annual Nunes Water Treatment Plant Inspection Report

STAFF REPORT

Agenda: March 8, 2011

Subject: General Manager Report

Page Two

Following its annual inspection of the Nunes Water Treatment Plant on January 11, 2011 the California Department of Public Health, in a letter dated February 15 (attached), said they "was very pleased with the overall condition of the Nunes WTP" and commended CCWD "for investing in the plant and ensuring that it is being operated safely and reliably." Citing a number of specific improvements since the last inspection, DPH also noted that they were "very impressed with the knowledge and diligence of your staff," particularly Sean Donovan and Steve Twitchell.

I feel the high quality of the operation DPH saw at Nunes directly reflects the quality of the District's staff. I would like to recognize Joe Guistino, Steve Twitchell, Sean Donovan, and the other members of our field staff for their professionalism and their commitment to excellence in operations and maintenance.



MARK B HORTON, MD, MSPH
Director

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G BROWN JR.
Governor

February 15, 2011

Mr. David Dickson
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

RECEIVED

FEB 14 2011

COASTSIDE COUNTY
WATER DISTRICT

2011 NUNES WATER TREATMENT PLANT SANITARY SURVEY FINDINGS
Coastside County Water District, System No. 4110011

Dear Mr. Dickson:

This letter confirms the findings of the 2011 inspection of Coastside County Water District's (hereinafter CCWD) Nunes Water Treatment Plant (Nunes WTP) on January 11, 2011. Ms. Van Tsang and Mr. Brian Halaburka of the California Department of Public Health (Department) conducted the survey in the presence of Mr. Steve Twitchell, Mr. Sean Donovan, and Mr. Joe Guistino. Their time and assistance is greatly appreciated.

The Department was very pleased with the overall condition of Nunes WTP and would like to commend CCWD for investing in the plant and ensuring that it is being operated safely and efficiently. In particular, a number of upgrades installed over the past several years have greatly increased Nunes WTP's reliability. The following improvements were found to be most notable:

- **SCADA-Controlled Filter Loading Rate** – The pressure difference across the orifice plates installed at the outlet of each filter is now read by SCADA, which is able to continuously calculate the flow through each filter bed and ensure that the flow rate through the filter beds remains constant and never exceeds the 6.0 gallons per minute per square foot regulatory limit.
- **Reduction in Disinfection Byproducts (DBP) Formation** - An online chlorine analyzer was installed at the outlet of Half Moon Bay Tank 3, which has allowed CCWD to use Half Moon Bay Tank 3 as part of the treatment plant's CT requirements. This improvement has removed the need to chlorinate until organic materials have been removed by the flocculation and sedimentation basins and has significantly reduced disinfection byproducts (DBP) formation during the treatment process.
- **Upgrades to the Chemical Feed System** - The chemical feed equipment within the plant has been upgraded so that the chemical dosage is automatically controlled by SCADA. In addition, the size of the chemical storage tanks has been increased to allow for additional chemical storage. These changes have greatly improved the reliability of the plant by allowing the plant to run longer without direct supervision. Furthermore, CCWD has installed a secondary containment barrier around the chemical storage area,

greatly improving the safety of the plant. In the event of a spill, the chemical will remain contained and an alarm will notify staff that a chemical spill has taken place.

- **Inlet and Recycled Water Flow Control** - Flow meters and automatic control valves, connected to the SCADA system, have been installed at the treatment plant inlet and recycled water return line to ensure that recycled water never exceeds 10% of the total water treated.
- **On-Site Sodium Hypochlorite Generation** - Over the past several years, CCWD has moved from chlorine gas, to a liquid sodium hypochlorite injection system, to on-site sodium hypochlorite generation for its chlorination. These changes have resulted in an increased reliability of the chlorination system as well as creating a safer workplace.

In addition to these plant upgrades, the Department was also very impressed with the knowledge and diligence of your staff. During the inspection, the Department asked Mr. Donovan and Mr. Twitchell to perform several tasks, including a jar test, calibrating and verifying the online turbidimeters, standardizing and verifying the chlorine analyzers, and conducting a filter backwash. Both gentlemen performed these activities thoroughly and efficiently. Your staff demonstrated that they fully understood the limitations and abilities of the plant under a variety of water quality conditions, and the Department is confident that the plant's staff will be able to handle any unusual or extreme raw water conditions.

We appreciate the District's cooperation regarding this inspection and look forward to working with CCWD on future improvements to the water system and treatment plant. If you have any questions, please contact Ms. Tsang at (510) 620-3602.

Sincerely,



Eric Lacy, P.E.
District Engineer
Santa Clara District
Drinking Water Field Operations Branch
California Department of Public Health

cc: San Mateo County Environmental Health Department

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: March 8, 2011

Report
Date: March 2, 2011

Monthly Highlights

Roosevelt Avenue Gate Valve Failures All of the valves on Roosevelt Street that posed the greatest danger of failing have been repaired by replacing the eroding carbon steel bolts with ones made of stainless steel. Two cathodic protection stations have also been installed on this line.

California Department of Public Health (DPH)

We received a very gracious letter from DPH commending us on the improvements that we made at the Nunes Water Treatment Plant (WTP)

Operator Meritorious Service Award

Steve Twitchell is the recipient of this award from the Cal/Nev Section American Water Works Association (AWWA).

Source of Supply

Pilarcitos Reservoir and Pilarcitos Wells 1, 4a and 5 were the major source of supply for the month of February. Pilarcitos Wells are running at 266 gpm.

Systems Improvement

Beautification

- Weed abatement at Nunes WTP
- General cleaning of the plant, trucks and corporation yard.

Nunes WTP Backwash Improvement

The backwash improvement project is complete. The operators are successfully backwashing the filters through the Supervisory Control And Data Acquisition (SCADA) system at Nunes utilizing a two stage backwash process that will result in improved backwash efficiency by reducing the amount of backwash water required to clean the filters. There will also be improvements in the life of the filter media.

The mechanical aspects of this project were done solely in-house. Electronic and process integration was done through CALCON. I am very proud of our staff for this accomplishment.

Cahill Solar Panel

Crews installed a second solar panel at this site to backup the present panel, which is aged and loosing efficiency. These panels provide electricity for the telemetry at the Cahill Tank.

El Granada Tank 1 Fence

Crusader Fence should have this project completed in March. They have also assessed the work to be done at El Granada Tank 2 and 3, Miramar and Hazen's Tank sites. All field sites will be properly secured over the next year.

Update on Other Activities:

Denniston WTP Intake

Staff reviewed the 90% drawings for repair of the Denniston intake plumbing. We will solicit bids for the repairs in March.

Sensus Registers

I sent a letter to Sensus requiring replacement of 130 meters of various sizes that may have been manufactured without proper quality control and could result in under reads.

Roosevelt Avenue Gate Valve Failures

Andreini Brothers completed work on replacing the remainder of the carbon steel bolts on the valves on Roosevelt Street. The valves were unearthed and the bolts replaced one by one without discontinuing water service. Andreini repaired 9 valves. We had our corrosion control inspectors install 3 sacrificial anodes and test stations on Roosevelt so that we can monitor the corrosion potential over time.

Crews were able to inspect the remaining 21 valves that were installed for this project by peering into the valve can and dropping a magnet on the bolts to determine their makeup. Of these remaining valves, 7 have carbon steel bolts. The rate of corrosion along Alameda is not as severe as on Roosevelt and the crews will replace the bolts as time permits this year.

Terrace Avenue Service Line Replacement

Andreini Brothers completed the replacement of 15 services along the 500 block of Terrace Avenue in February with new copper pipe. Automatic meter readers (AMR) were installed on all meters.

El Granada 12" Main Flush

A notice was published in the Half Moon Bay Review indicating that we would be flushing the lines along Columbus Avenue and Avenue Balboa in El Granada on the first week of March. Crews inspected and cleaned all valves that would be used to isolate the main for this operation.

Safety/Training/Inspections/Meetings

Meetings Attended

- 1 Feb - Conference call with Hanson Bridget and General Manager on Denniston water rights and the associated California Environmental Quality Act (CEQA) and Environmental Impact Report (EIR) requirements.
- 16 Feb - Maintenance Supervisor John Davis represented me at the Inter Agency meeting with City, Police and Fire services at City Hall while I was on vacation.

Safety Meeting and Training

The Safety Committee did not meet in February.

Safety training took place on 9 February on ladder safety, slips, trips and falls, and back safety. Twitchell, Davis, Donovan, Duffy, Damrosch, Winch, Whelen and Patterson were in attendance.

Treatment Operator Training

On 8 February, Treatment Supervisor Twitchell gave a session to the Treatment/Distribution Operators on the changes in operating routines and parameters for the STI project modifications at Nunes. Topics included: log book entries, pump control theory and operation, water quality targets and goals, SCADA monitoring and trending, physical inspections, and operator mindset.

Operator Meritorious Service Award

Treatment Supervisor Steve Twitchell is the recipient of the Cal/Nev Section AWWA Operator Meritorious Service Award for 2010. This award is well deserved for his innovation, dedication, training and leadership at our water treatment facilities. He deserves most of the credit for turning our plants into shining examples of water quality and efficiency.

Regulatory Agency Interaction

California Department of Public Health (DPH)

On 14 Feb, we received a very positive letter from DPH on the results of the Nunes WTP sanitary survey findings. They cited the following as notable improvements:

SCADA CONTROLLED FILTER FLOWS. They have been after us for a long time to get flow indicators on our filters and this year we have been able to comply.

DISINFECTION BY PRODUCT (DBP) REDUCTION - By adding chlorine disinfectant after the filters and increasing our contact time by installation of a chlorine analyzer at the Half Moon Bay tanks, we have significantly reduced DBP formation in our drinking water. Samples collected in February show the lowest DBP formation that we have ever reported.

UPGRADES TO THE CHEMICAL FEED SYSTEMS - Per the STI project.

RETURN WASH WATER CONTROL – By installing a flow meter on the return washwater line, we can insure compliance with Enhanced Surface Water Treatment Rule (ESWTR) regulations.

ON SITE HYPOCHLORITE GENERATION – As part of the STI project and County Risk Management Regulations.

They also commented on our expertise in performing routine calibrations and jar testing.

Projects

Tank Recoating Projects

We have received all mechanical repair specifications for Half Moon Bay Tank 1, El Granada Tank 1 and Alves Tank as associated with the coating improvement projects for these tanks. Half Moon Bay and Alves Tank coating will be put out to bid in March.

Denniston STI and Treatment Upgrade Project and Intake Repairs

We reviewed the 90% drawings and met to discuss them with Kennedy Jenks in February. We plan to go out to bid on these important projects in March.

Mill Street Main Repair

We will be replacing the 2" galvanized main that runs behind Main Street Sushi in March.



LEADING. EDUCATING. SERVING.

February 14, 2011

Mr. Steven Twitchell
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

RECEIVED

FEB 22 2011

COASTSIDE COUNTY
WATER DISTRICT

Dear Mr. Twitchell:

On behalf of the California-Nevada Section, American Water Works Association, it is my pleasure to inform you that you have been selected to receive the **Operator Meritorious Service Award for Water Treatment** for 2011. Congratulations! This distinction acknowledges your commitment and efforts to continue AWWA's mission and work for the protection of the public's drinking water.

Please join us at the awards ceremony at our 2011 Spring Conference on Tuesday, March 29, at the Long Beach Convention Center, which is located at 300 East Ocean Boulevard in Long Beach. The ceremony will be held during the opening session, which begins at 9 am.

If you are planning on attending the conference, and haven't already registered, a registration form has been included for your convenience. Please complete the form and send it to the CA-NV Section office. Additional information and on-line registration are available on the Section website: ca-nv-awwa.org.

We would also appreciate it if you could send us a photo by March 18. We'll use it in the presentation slides and in the exhibit hall. You can e-mail a digital photo to me at macler.bruce@epa.gov.

If you have any questions, please do not hesitate to contact me. Again, congratulations!

Sincerely,

Bruce Macler
Section Awards Chair
415 972-3569

Thanks

cc Joe Guistino

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resource Analyst
Agenda: March 8, 2011
Subject: Water Resources Report

This report is provided as an update on water resources activities. The report includes the following items:

- Urban Water Management Plan (UWMP) 2010 Schedule
 - Half Moon Bay Precipitation Table
 - List of Meetings
-

□ Urban Water Management Plan (UWMP) 2010

The latest project schedule for the UWMP 2010 has three key dates for public comment and Board action. A public hearing and an adoption hearing will be combined for both the updated Water Shortage Contingency Plan and the Water Conservation Act of 2009 (SBx7-7) - Water Use Targets on April 12th. On June 14th, there will be the public hearing for the UWMP 2010. And the adoption hearing for the UWMP 2010 will be on June 28th. The table below summarizes the dates.

Schedule of Public Hearings for Urban Water Management Plan 2010	
Description	Date
Public Hearing for Water Shortage Contingency Plan	April 12, 2011
Consider Adoption of Water Shortage Contingency Plan	April 12, 2011
Public Hearing for Water Conservation Act of 2009 - Water Use Targets	April 12, 2011
Consider Adoption of Water Conservation Act of 2009 - Water Use Targets	April 12, 2011
Public Hearing for Draft Urban Water Management Plan 2010	June 14, 2011
Consider Adoption of the Urban Water Management Plan 2010	June 28, 2011

□ **Half Moon Bay Precipitation Table**

Precipitation for the month of January was significantly below average but in February we experienced near normal precipitation. This brought the water year to date total to 83% of average.

Precipitation for Half Moon Bay (inches)													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Historic Average	1.6	3.0	4.5	5.3	4.6	3.8	1.9	0.8	0.3	0.1	0.2	0.4	26.3
Water Year 2011	2010			2011									
	1.1	3.0	6.9	1.3	3.4								15.6

The SFPUC Hydrological Conditions Report was not available at the time this staff report was prepared but information from the most recent Department of Water Resources snow survey was available. The snow survey performed on March 1st reported above average water content in California’s mountain snowpack.

□ **List of Meetings**

- District Water Resources Committee Meeting 2/3/2011
- CUWCC Utility Operations Committee Meeting 2/10/2011
- District Urban Water Management Planning Meeting 2/11/2011
- BAWSCA Water Resources Meeting 2/16/2011
- Statewide CUWCC Group 1 Caucus WUE Meeting 2/17/2011
- California Department of Water Resources UWMP 2010 Workshop 2/22/2011