

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, March 12, 2013 - 7:00 p.m.**

**AGENDA**

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

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

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

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

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

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

#### 4) 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, 2013: Claims: \$621,662.14; Payroll: \$73,130.01 for a total of \$694,792.17 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of February 12, 2013 Regular Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of February 28, 2013 Special Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Corrected Report – January 2013 ([attachment](#))
- H. CCWD Monthly Sales by Category Report – February 2013 ([attachment](#))
- I. February 2013 Leak Report ([attachment](#))
- J. Rainfall Reports ([attachment](#))
- K. San Francisco Public Utilities Commission Hydrological Report for February 2013 ([attachment](#))
- L. Notice of Completion – Railroad Avenue Pipeline Replacement Project ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. Approval of Amendment to Water Supply Agreement with the City and County of San Francisco ([attachment](#))
- B. Draft Fiscal Year 2013-2014 Budget and Draft Fiscal Year 2013/2014 to 2022/23 Capital Improvement Program ([attachment](#))

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

- Savings Due to BAWSCA Bond Issue and Debt Prepayment
- Art Jensen's Retirement

**A.** Operations Report ([attachment](#))

**B.** Water Resources Report ([attachment](#))

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

**9) ADJOURNMENT**

# Accounts Payable

## Checks by Date - Summary By Check Number

User: gbrazil  
Printed: 2/28/2013 - 12:02 PM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
18473	ADV01	ADVANCED AUTOMATIC GA'	02/01/2013	0.00	585.09
18474	ALL04	ALLIED WASTE SERVICES #9:	02/01/2013	0.00	333.63
18475	COA15	COASTSIDE NET, INC	02/01/2013	0.00	130.13
18476	EKI01	EKI INC.	02/01/2013	0.00	12,417.85
18477	HAR03	HARTFORD LIFE INSURANCE	02/01/2013	0.00	1,723.66
18478	ICM01	VANTAGEPOINT TRANSFER /	02/01/2013	0.00	40.00
18479	KAI01	KAISER FOUNDATION HEAL	02/01/2013	0.00	9,759.00
18480	NAL 03	NALCO COMPANY	02/01/2013	0.00	394.18
18481	PAC01	PACIFIC GAS & ELECTRIC CO	02/01/2013	0.00	2,261.72
18482	PAC06	PACIFICA COMMUNITY TV	02/01/2013	0.00	250.00
18483	PUB01	PUB. EMP. RETIRE SYSTEM	02/01/2013	0.00	18,656.09
18484	SAN20	SAN FRANCISCO FIRE CREDI	02/01/2013	0.00	300.00
18485	VAL01	VALIC	02/01/2013	0.00	1,400.00
18486	VER02	VERIZON WIRELESS	02/01/2013	0.00	301.52
18487	AMO01	ALEX AMOUR	02/08/2013	0.00	907.08
18488	ASS01	HEALTH BENEFITS ACWA/JPI	02/15/2013	0.00	22,647.98
18489	ATT02	AT&T	02/15/2013	0.00	1,477.98
18490	BFI02	BFI OF CALIFORNIA, INC.	02/15/2013	0.00	225.92
18491	HAR03	HARTFORD LIFE INSURANCE	02/15/2013	0.00	1,723.66
18492	ICM01	VANTAGEPOINT TRANSFER /	02/15/2013	0.00	40.00
18493	OCE04	OCEAN SHORE CO.	02/15/2013	0.00	1,272.73
18494	PAC01	PACIFIC GAS & ELECTRIC CO	02/15/2013	0.00	11,582.47
18495	PUB01	PUB. EMP. RETIRE SYSTEM	02/15/2013	0.00	18,607.72
18496	SAN20	SAN FRANCISCO FIRE CREDI	02/15/2013	0.00	300.00
18497	TEA02	TEAMSTERS LOCAL UNION #	02/15/2013	0.00	843.00
18498	VAL01	VALIC	02/15/2013	0.00	1,400.00
18499	HAL07	HALF MOON BAY POSTMAST	02/21/2013	0.00	3,000.00
18500	ABB01	LORETTA ABBOTT	02/26/2013	0.00	100.00
18501	ADP01	ADP, INC.	02/26/2013	0.00	759.30
18502	ADV02	FRANK YAMELLO	02/26/2013	0.00	235.00
18503	AND01	ANDREINI BROS. INC.	02/26/2013	0.00	2,250.50
18504	AND10	ANDERSON PACIFIC ENGINEI	02/26/2013	0.00	64,183.39
18505	ARC01	KELLY ARCHER	02/26/2013	0.00	255.31
18506	ATT03	AT&T LONG DISTANCE	02/26/2013	0.00	96.59
18507	AZT01	AZTEC GARDENS, INC.	02/26/2013	0.00	190.00
18508	BAL04	BALANCE HYDROLOGICS, IN	02/26/2013	0.00	28,106.29
18509	BAR01	BARTKIEWICZ, KRONICK & S	02/26/2013	0.00	75.00
18510	BAY10	BAY ALARM COMPANY	02/26/2013	0.00	1,856.94
18511	CAL08	CALCON SYSTEMS, INC.	02/26/2013	0.00	41,094.75
18512	CAL09	CALIFORNIA URBAN WATER	02/26/2013	0.00	2,602.01
18513	CAL11	CALIFORNIA C.A.D. SOLUTIO	02/26/2013	0.00	8,931.00
18514	CAR02	CAROLYN STANFIELD	02/26/2013	0.00	635.00
18515	CHE01	CHEVRON/TEXACO UNIVERS	02/26/2013	0.00	2,159.45
18516	COA19	COASTSIDE COUNTY WATER	02/26/2013	0.00	42.96
18517	CON03	CONSOLIDATED PLUMBING,	02/26/2013	0.00	538.01

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
18518	CSG01	CSG SYSTEMS, INC	02/26/2013	0.00	2,763.24
18519	CUL01	CULLIGAN SANTA CLARA, C	02/26/2013	0.00	160.20
18520	CUL02	CULVER COMPANY	02/26/2013	0.00	838.99
18521	DAL01	DAL PORTO ELECTRIC	02/26/2013	0.00	127.50
18522	DOU01	BRIAN DOUGLAS	02/26/2013	0.00	200.00
18523	DUF03	KATHY DUFFY	02/26/2013	0.00	100.00
18524	EKI01	EKI INC.	02/26/2013	0.00	3,801.22
18525	FIR06	FIRST NATIONAL BANK	02/26/2013	0.00	701.94
18526	GEM01	GEMPLER'S, INC.	02/26/2013	0.00	292.63
18527	GEN03	GENERAL CHEMICAL PERFOI	02/26/2013	0.00	5,037.56
18528	GRA01	GRANDFLOW, INC.	02/26/2013	0.00	388.31
18529	GRA03	GRAINGER, INC.	02/26/2013	0.00	944.88
18530	HAC01	HACH CO., INC.	02/26/2013	0.00	162.09
18531	HAL01	HMB BLDG. & GARDEN INC.	02/26/2013	0.00	70.21
18532	HAL24	H.M.B.AUTO PARTS	02/26/2013	0.00	139.50
18533	HAN01	HANSONBRIDGETT. LLP	02/26/2013	0.00	3,741.00
18534	HOM01	HOME DEPOT	02/26/2013	0.00	1,037.04
18535	IRO01	IRON MOUNTAIN	02/26/2013	0.00	340.59
18536	IRV01	IRVINE CONSULTING SERVIC	02/26/2013	0.00	2,555.00
18537	IRV02	IRVINE CONSULTING SERVIC	02/26/2013	0.00	380.10
18538	KAN02	KANO LABORATORIES, INC.	02/26/2013	0.00	343.57
18539	KEN03	KENNEDY/JENKS CONSULTA	02/26/2013	0.00	24,199.25
18540	KOK01	JAMES KOKESH	02/26/2013	0.00	300.00
18541	LOM01	GLENNA LOMBARDI	02/26/2013	0.00	99.00
18542	MET06	METLIFE SBC	02/26/2013	0.00	1,331.38
18543	MIS01	MISSION UNIFORM SERVICES	02/26/2013	0.00	212.66
18544	MON07	MONTEREY COUNTY LAB	02/26/2013	0.00	2,369.00
18545	NAL 03	NALCO COMPANY	02/26/2013	0.00	7,792.54
18546	OFF01	OFFICE DEPOT	02/26/2013	0.00	2,186.19
18547	ONT01	ONTRAC	02/26/2013	0.00	869.23
18548	PAC01	PACIFIC GAS & ELECTRIC CO	02/26/2013	0.00	1,264.90
18549	PAU01	PAULO'S AUTO CARE	02/26/2013	0.00	49.52
18550	PHI03	PHILADELPHIA MIXING SOLU	02/26/2013	0.00	17,840.00
18551	PIT01	PITNEY BOWES, INC.	02/26/2013	0.00	50.50
18552	PIT04	PITNEY BOWES	02/26/2013	0.00	198.00
18553	PUM01	PUMP REPAIR SERVICE CO. I	02/26/2013	0.00	52,065.52
18554	RIC01	RICOH USA, INC.	02/26/2013	0.00	11.50
18555	RIC02	RICOH AMERICAS CORP	02/26/2013	0.00	803.90
18556	ROB01	ROBERTS & BRUNE CO.	02/26/2013	0.00	10,930.93
18557	ROG01	ROGUE WEB WORKS, LLC	02/26/2013	0.00	279.00
18558	RYA04	RYAN PROCESS, INC	02/26/2013	0.00	7,684.07
18559	SAN03	SAN FRANCISCO WATER DEP	02/26/2013	0.00	182,436.31
18560	SAN05	SAN MATEO CTY PUBLIC HE	02/26/2013	0.00	502.00
18561	SER03	SERVICE PRESS	02/26/2013	0.00	1,932.41
18562	SPR01	SPRING MOUNTAIN GALLER'	02/26/2013	0.00	113.54
18563	STR01	ALLEN STROHMEIER	02/26/2013	0.00	100.00
18564	STR02	STRAWFLOWER ELECTRONIC	02/26/2013	0.00	151.09
18565	TET01	JAMES TETER	02/26/2013	0.00	9,292.27
18566	THO06	THOMSON-REUTERS/BARCL	02/26/2013	0.00	280.00
18567	UB*01112	JULIE LAURA	02/26/2013	0.00	95.86
18568	UB*01113	JOHN/TORI CORBETT	02/26/2013	0.00	66.03
18569	UB*01114	AUSTIN BECKER	02/26/2013	0.00	16.86
18570	UB*01115	MAURICIO LOPEZ-LOPEZ	02/26/2013	0.00	75.00
18571	UB*01116	SEAN SIMON	02/26/2013	0.00	53.51
18572	UB*01117	KRISTEN WOOD	02/26/2013	0.00	35.20

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
18573	UB*01118	WILLIAM KLEINHEINZ	02/26/2013	0.00	24.76
18574	UB*01119	DANIEL/JODI PALEY	02/26/2013	0.00	75.00
18575	UB*01120	DONALD/JOANNE PROLO	02/26/2013	0.00	58.94
18576	UNI15	UNIVAR USA INC	02/26/2013	0.00	3,920.65
18577	VER02	VERIZON WIRELESS	02/26/2013	0.00	501.98
18578	WES11	WEST COAST AGGREGATES,	02/26/2013	0.00	171.26
18579	WHE01	VIRGINIA WHELEN	02/26/2013	0.00	203.90
18580	WHE04	TAMI WHELEN	02/26/2013	0.00	200.00
Report Total:				0.00	621,662.14

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**  
**28-Feb-13**

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
<b>OPERATING REVENUE</b>									
1-0-4120-00	Water Revenue -All Areas	548,221.36	552,900.00	(4,678.64)	-0.8%	5,110,988.63	4,779,214.00	331,774.63	6.9%
<b>TOTAL OPERATING REVENUE</b>		<b>548,221.36</b>	<b>552,900.00</b>	<b>(4,678.64)</b>	<b>-0.8%</b>	<b>5,110,988.63</b>	<b>4,779,214.00</b>	<b>331,774.63</b>	<b>6.9%</b>
<b>NON-OPERATING REVENUE</b>									
1-0-4170-00	Water Taken From Hydrants	1,137.75	2,083.33	(945.58)	-45.4%	17,784.04	16,666.64	1,117.40	6.7%
1-0-4180-00	Late Notice -10% Penalty	3,862.57	4,167.00	(304.43)	-7.3%	52,256.98	33,336.00	18,920.98	56.8%
1-0-4230-00	Service Connections	1,913.93	666.66	1,247.27	187.1%	7,712.73	5,333.28	2,379.45	44.6%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	0.0%	2,572.42	2,655.00	(82.58)	-3.1%
1-0-4930-00	Tax Apportionments/Cnty Checks	30,133.27	25,000.00	5,133.27	0.0%	397,784.03	390,000.00	7,784.03	2.0%
1-0-4950-00	Miscellaneous Income	96.02	3,083.33	(2,987.31)	-96.9%	17,437.18	24,666.64	(7,229.46)	-29.3%
1-0-4955-00	Cell Site Lease Income	10,121.97	9,793.66	328.31	3.4%	80,479.81	78,349.28	2,130.53	2.7%
1-0-4965-00	ERAF REFUND -County Taxes	311,572.00	0.00	311,572.00	0.0%	311,572.00	100,000.00	211,572.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	(103,376.66)	0.00	(103,376.66)	0.0%
<b>TOTAL NON-OPERATING REVENUE</b>		<b>358,837.51</b>	<b>44,793.98</b>	<b>314,043.53</b>	<b>701.1%</b>	<b>784,222.53</b>	<b>651,006.84</b>	<b>133,215.69</b>	<b>20.5%</b>
<b>TOTAL REVENUES</b>		<b>907,058.87</b>	<b>597,693.98</b>	<b>309,364.89</b>	<b>51.8%</b>	<b>5,895,211.16</b>	<b>5,430,220.84</b>	<b>464,990.32</b>	<b>8.6%</b>
<b>OPERATING EXPENSES</b>									
1-1-5130-00	Water Purchased	182,436.31	72,703.00	(109,733.31)	-150.9%	1,293,148.44	1,319,155.00	26,006.56	2.0%
1-1-5230-00	Pump Exp, Nunes T P	2,264.60	1,956.00	(308.60)	-15.8%	16,822.93	15,670.00	(1,152.93)	-7.4%
1-1-5231-00	Pump Exp, CSP Pump Station	5,553.19	3,257.00	(2,296.19)	-70.5%	219,010.40	202,174.00	(16,836.40)	-8.3%
1-1-5232-00	Pump Exp, Trans. & Dist.	803.04	919.00	115.96	12.6%	8,386.57	7,447.00	(939.57)	-12.6%
1-1-5233-00	Pump Exp, Pilarcitos Can.	1,593.91	4,033.00	2,439.09	60.5%	4,513.90	10,535.00	6,021.10	57.2%
1-1-5234-00	Pump Exp. Denniston Proj.	1,852.49	7,019.00	5,166.51	73.6%	4,972.46	58,631.00	53,658.54	91.5%
1-1-5235-00	Denniston T.P. Operations	6,305.21	1,887.00	(4,418.21)	-234.1%	14,007.75	15,761.00	1,753.25	11.1%
1-1-5236-00	Denniston T.P. Maintenance	1,203.02	3,000.00	1,796.98	59.9%	3,942.97	24,000.00	20,057.03	83.6%
1-1-5240-00	Nunes T P Operations	13,414.04	5,363.00	(8,051.04)	-150.1%	59,032.13	64,265.00	5,232.87	8.1%
1-1-5241-00	Nunes T P Maintenance	913.70	3,333.33	2,419.63	72.6%	31,187.05	26,666.64	(4,520.41)	-17.0%
1-1-5242-00	CSP Pump Station Operations	965.99	708.00	(257.99)	-36.4%	6,486.27	5,664.00	(822.27)	-14.5%
1-1-5243-00	CSP Pump Station Maintenance	187.31	3,333.00	3,145.69	94.4%	21,923.09	26,664.00	4,740.91	17.8%
1-1-5250-00	Laboratory Services	3,745.23	9,164.00	5,418.77	59.1%	17,854.90	33,503.00	15,648.10	46.7%
1-1-5318-00	Studies/Surveys/Consulting	0.00	5,666.60	5,666.60	100.0%	0.00	45,332.80	45,332.80	100.0%
1-1-5321-00	Water Conservation	4,441.00	6,183.00	1,742.00	28.2%	16,267.59	49,464.00	33,196.41	67.1%
1-1-5322-00	Community Outreach	7,444.13	2,933.00	(4,511.13)	-153.8%	13,867.24	23,464.00	9,596.76	40.9%
1-1-5411-00	Salaries & Wages -Field	77,827.38	75,793.77	(2,033.61)	-2.7%	610,965.05	644,247.04	33,281.99	5.2%
1-1-5412-00	Maintenance -General	12,345.48	13,650.00	1,304.52	9.6%	117,130.57	109,200.00	(7,930.57)	-7.3%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	3,105.53	3,720.00	614.47	16.5%	53,421.53	29,760.00	(23,661.53)	-79.5%
1-1-5415-00	Maintenance -Well Fields	13,903.46	500.00	(13,403.46)	-2680.7%	14,307.90	4,000.00	(10,307.90)	-257.7%
1-1-5610-00	Salaries/Wages-Administration	48,964.37	50,978.77	2,014.40	4.0%	413,772.97	433,319.53	19,546.56	4.5%
1-1-5620-00	Office Supplies & Expense	9,603.50	10,885.00	1,281.50	11.8%	69,623.55	87,080.00	17,456.45	20.0%
1-1-5621-00	Computer Services	3,419.23	6,250.00	2,830.77	45.3%	25,342.56	50,000.00	24,657.44	49.3%
1-1-5625-00	Meetings / Training / Seminars	158.50	1,666.66	1,508.16	90.5%	11,017.80	13,333.28	2,315.48	17.4%
1-1-5630-00	Insurance	5,850.00	6,250.00	400.00	6.4%	65,207.62	87,500.00	22,292.38	25.5%
1-1-5635-00	EE/Ret. Medical Insurance	31,452.79	37,656.83	6,204.04	16.5%	238,946.61	301,254.64	62,308.03	20.7%
1-1-5640-00	Employees Retirement Plan	35,076.95	37,428.38	2,351.43	6.3%	292,289.74	318,141.23	25,851.49	8.1%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	3,195.00	5,000.00	1,805.00	36.1%	21,522.30	40,000.00	18,477.70	46.2%
1-1-5682-00	Engineering	501.53	1,166.66	665.13	57.0%	2,950.53	9,333.28	6,382.75	68.4%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	13,775.00	17,500.00	3,725.00	0.0%
1-1-5684-00	Payroll Tax Expense	9,695.49	9,066.69	(628.80)	-6.9%	71,698.78	77,066.86	5,368.08	7.0%
1-1-5687-00	Membership, Dues, Subscript.	464.95	5,366.66	4,901.71	91.3%	37,624.70	42,933.28	5,308.58	12.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	4,000.00	4,000.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	0.00	0.00	0.0%	13,794.28	15,900.00	2,105.72	0.0%
1-1-5705-00	State Fees	0.00	0.00	0.00	0.0%	8,145.54	16,800.00	8,654.46	0.0%
<b>TOTAL OPERATING EXPENSES</b>		<b>488,687.33</b>	<b>397,337.35</b>	<b>(91,349.98)</b>	<b>-23.0%</b>	<b>3,812,960.72</b>	<b>4,229,765.58</b>	<b>416,804.86</b>	<b>9.9%</b>
<b>CAPITAL ACCOUNTS</b>									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.00	0.0%	258,382.50	258,383.00	0.50	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	338,865.26	337,429.00	(1,436.26)	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	353,640.56	353,641.00	0.44	0.0%
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>950,888.32</b>	<b>949,453.00</b>	<b>(1,435.32)</b>	<b>-0.2%</b>
<b>TOTAL EXPENSES</b>		<b>488,687.33</b>	<b>397,337.35</b>	<b>(91,349.98)</b>	<b>-23.0%</b>	<b>4,763,849.04</b>	<b>5,179,218.58</b>	<b>415,369.54</b>	<b>8.0%</b>
<b>NET INCOME</b>		<b>418,371.54</b>		<b>1,131,362.12</b>					



**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
February 28, 2013**

**RESERVE BALANCES**

CAPITAL AND OPERATING RESERVE	\$2,258,164.67
RATE STABILIZATION RESERVE	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$2,508,164.67</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$886,991.30
CSP T & S ACCOUNT	\$605,511.63
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,015,031.74
DISTRICT CASH ON HAND	\$630.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$2,508,164.67</b>

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

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

2/28/2013

		Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
<b>PIPELINE PROJECTS</b>						
06-01	Avenue Cabrillo Phase 1 (Construction)	\$ 550,000	402,800	\$ 425,000	\$ 125,000	Complete
07-03	Pilarcitos Canyon Pipeline Replacement	\$ 100,000		\$ 75,000	\$ 25,000	Feasibility study, CEQA re qd by SFPUC
	Main Street Pipeline Replacement Project	\$ 90,000		\$ 90,000	\$ -	Design 2013, construct 2014 - depends on HMB
	Railroad Avenue Pipeline Replacement Project	\$ 148,000	127,044	\$ 130,000	\$ 18,000	Complete
	Avenue Portola Pipeline Replacement Project	\$ 100,000	15,355	\$ 100,000	\$ -	In design

**WATER TREATMENT PLANTS**

99-05	Denniston Intake Maintenance	\$ 31,000	\$ 30,099	\$ 31,000	\$ -	Completed
	Denniston - Intake Construction	\$ 100,000		\$ -	\$ 100,000	Replaced screens during intake maintenance
	Denniston - Treated Water Booster Station	\$ 200,000		\$ 200,000	\$ -	K/J doing preliminary design
	Nunes Flash Mixer	\$ 15,000	\$ 17,840	\$ 18,000	\$ (3,000)	Mixer received, staff to install
	Nunes SCADA Integration	\$ 75,000	\$ 2,538	\$ 75,000	\$ -	
	Nunes Sludge Ponds Level Indication	\$ 15,000	\$ 10,272	\$ 11,000	\$ 4,000	Complete
	Nunes - Replace Washwater Return Pump #2	\$ 25,000		\$ 25,000	\$ -	Seeking bids

**FACILITIES & MAINTENANCE**

08-08	PRV Valves Replacement Program	\$ 20,000	\$ 592	\$ 20,000	\$ -	
99-01	Meter Change Program	\$ 30,000		\$ 30,000	\$ -	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 8,301	\$ 20,000	\$ -	Ongoing
09-23	District Digital Mapping	\$ 50,000	\$ 46,039	\$ 92,000	\$ (42,000)	GPS locating District assets

**EQUIPMENT PURCHASE & REPLACEMENT**

99-03	Computer System	\$ 6,000	\$ 1,837	\$ 6,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 1,104	\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000	\$ 3,901	\$ 50,000	\$ 700,000	
	Dump Truck	\$ 100,000	\$ 135,986	\$ 135,986	\$ (35,986)	Arrived 11/30/2012

**PUMP STATIONS / TANKS / WELLS**

	Crystal Springs Rebuild Spare 500 HP	\$ 25,000	\$ 38,162	\$ 40,000	\$ (15,000)	Complete
	Crystal Springs Surge Tank Control Improvements	\$ 30,000		\$ 30,000	\$ -	Reviewing bid
	Crystal Springs Check Valve Replacement	\$ 25,000	\$ 12,024	\$ 25,000	\$ -	In progress
	CSPS New Air Control for Surge Tank	\$ 50,000		\$ 50,000	\$ -	In design
06-05	Well Rehabilitation - Denniston #2	\$ 35,000		\$ 35,000	\$ -	Spring 2013
08-14	Alves Tank Recoating (Interior/Exterior)	\$ 100,000			\$ 100,000	Postpone to FY14
	Alves Tank Altitude Valve	\$ 50,000			\$ 50,000	Postpone to FY14
	EG Tank #2 Electrical Panel Upgrade & Pump	\$ 50,000	\$ 30,529	\$ 31,000	\$ 19,000	Complete
08-17	EG Tank #2 Recoat & Ladder	\$ 200,000	\$ 31,847	\$ 200,000	\$ -	Design completed
	EG Tank #2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	Postpone to FY14
	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	Complete
	Pilarcitos Canyon Blending Station	\$ 20,000	\$ 29,997	\$ 60,000	\$ (40,000)	District to order flow meter, Calcon will install

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

08-23	Denniston WTP Improvement Project	\$ 1,500,000	\$ 2,683,620	\$ 2,800,000	\$ (1,300,000)	Plant startup January 2013
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COASTSIDE COUNTY WATER DISTRICT  
 APPROVED CAPITAL IMPROVEMENT PROJECTS  
 FISCAL YEAR 2012-2013

2/28/2013

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

CCWD/MWSD Emergency Intertie - Planning	\$ 25,000		\$ -	\$ 25,000	
San Vicente Design	\$ 300,000		\$ -	\$ 300,000	Need to finish EIR first
<b>FY 11-12 TOTALS \$ 4,873,000 \$ 3,629,884 \$ 4,842,986 \$ 30,014</b>					

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

HMB Tank #1 Interior/Exterior Recoating		\$ 45,765			
Denniston Water Supply Development		\$ 59,771			
Denniston/San Vicente EIR		\$ 24,168			
<b>PREVIOUS YEAR TOTALS \$ - \$ 129,704 \$ - \$ -</b>					

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

CSP Intake Tunnel Modifications		\$ 41,983			Complete
EG Pipeline Leak at Arroyo de en Medio		\$ 2,096			Complete
Stone Dam Emergency Pipeline Replacement		\$ 170,204			Begin work on November 14, 2012
Cahill Tank Repairs		\$ 6,962			
Main Street Bridge Replacement Project		\$ 544			
<b>NON-BUDGETED TOTALS \$ - \$ 221,789 \$ - \$ -</b>					

<b>CIP TOTALS \$ 4,873,000 \$ 3,981,377 \$ 4,842,986</b>					
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**Legal Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Water Supply Develpmnt</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>Denniston WTP Improvements Project</b>	<b>Personnel</b>	<b>Lawsuits</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
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<b>Mar-12</b>	1,583		273	2,481				2,020	6,358
<b>Apr-12</b>	3,522			4,844				55	8,421
<b>May-12</b>	4,524		410	6,258				1,365	12,556
<b>Jun-12</b>	3,192				2,059			878	6,129
<b>Jul-12</b>	2,553		410	473				737	4,173
<b>Aug-12</b>	5,351		410					2,375	8,135
<b>Sep-12</b>	7,664		382						8,046
<b>Oct-12</b>	1,304		328	2,862					4,493
<b>Nov-12</b>	1,709	2,675		928				410	5,722
<b>Dec-12</b>	2,457	710		382					3,549
<b>Jan-13</b>	901							519	1,420
<b>Feb-13</b>	3,195			55				491	3,741

<b>TOTAL</b>	<b>37,954</b>	<b>3,385</b>	<b>2,211</b>	<b>18,283</b>	<b>2,059</b>	<b>0</b>	<b>0</b>	<b>8,849</b>	<b>72,742</b>
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**Engineer Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Short Term WTP Imprv.</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Mar-12</b>	320	2,319			<b>2,639</b>	
<b>Apr-12</b>	734	14,713			<b>15,446</b>	
<b>May-12</b>	480	14,643			<b>15,123</b>	
<b>Jun-12</b>	240	4,551			<b>4,791</b>	
<b>Jul-12</b>	240	8,948		1,183	<b>10,371</b>	1,183
<b>Aug-12</b>	480	459		1,099	<b>2,038</b>	
<b>Sep-12</b>	480	9,600		1,775	<b>11,855</b>	1,775
<b>Oct-12</b>	649	5,762		3,033	<b>9,444</b>	3,033
<b>Nov-12</b>	480	4,627		3,141	<b>8,247</b>	3,141
<b>Dec-12</b>	360	8,362		23	<b>8,744</b>	23
<b>Jan-13</b>	480	11,243			<b>11,723</b>	
<b>Feb-13</b>	502	8,604		187	<b>9,292</b>	187
<b>TOTAL</b>	<b>5,444</b>	<b>93,831</b>	<b>0</b>	<b>10,439</b>	<b>109,715</b>	<b>9,341</b>

*COASTSIDE COUNTY WATER DISTRICT*

*766 MAIN STREET*

*HALF MOON BAY, CA 94019*

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, February 12, 2013**

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

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **SPECIAL ORDER OF BUSINESS**

- A. **Resolution 2013-01 - A Resolution of the Board of Directors of the Coastside County Water District Expressing Its Gratitude to Christian R. Mickelsen for his Leadership and Dedicated Service to the Community in his Capacity as President of the Board of Directors**

President Coverdell presented the District gavel and gavel block, which had been engraved with former President Mickelsen's name and years of service. President Coverdell thanked Director Mickelsen for his twelve years of dedicated service and proceeded to read Resolution 2013-01 into the record. Director Mickelsen expressed his gratitude and commented that he was happy to have the opportunity to give back to the community and had enjoyed serving with the current Board as well as the previous Boards. He stated that he agreed with President Coverdell's comments from the January Board meeting, that the District has never been in a better condition.

**ON MOTION BY Vice-President Reynolds and seconded by Director Hannegan, the Board voted as follows, to adopt Resolution 2013-01 - A Resolution of the Board of Directors of the Coastside County Water District Expressing Its Gratitude to Christian R. Mickelsen for his Leadership and Dedicated Service to the Community in His Capacity as President of the Board of Directors:**

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

**5) CONSENT CALENDAR**

- A.** Approval of disbursements for the month ending January 31, 2013:  
Claims: \$690,333.53; Payroll: \$70,058.00 for a total of \$760,391.53
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of January 8, 2013 Special Board of Directors Meeting
- D.** Approval of Minutes of January 8, 2013 Regular Board of Directors Meeting
- E.** Installed Water Connection Capacity and Water Meters Report
- F.** Total CCWD Production Report
- G.** CCWD Monthly Sales by Category Report
- H.** January 2013 Leak Report
- I.** Rainfall Reports
- J.** San Francisco Public Utilities Commission Hydrological Report for December 2012
- K.** San Francisco Public Utilities Commission Hydrological Report for January 2013

Director Feldman reported that he had reviewed the monthly financial claims and found all to be in order.

Director Hannegan inquired about the Monthly Sales Report, noting that there appeared to be a discrepancy in the running twelve month total for Fiscal Year 2013 in the residential classification and requested that item 5G be pulled from the Consent Calendar for further investigation.

**ON MOTION BY Vice-President Reynolds and seconded by Director Hannegan, the Board voted unanimously, to accept and approve the Consent Calendar with the exception of item 5G - CCWD Monthly Sales by Category Report:**

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

## 6) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Hannegan reported that he had attended a meeting of the California Council on Science and Technology earlier in the day in Sacramento, and had obtained a copy of the 2009 California Water Plan prepared by the Department of Water Resources, which would be available to share with the Board and Staff.

Vice-President Reynolds stated that he had attended the regional meeting of the Special Districts Association and reported a few of the meeting highlights, including budget based water rates. He also advised that he had recently been asked to review some proposed legislation on water treatment devices, and shared his comments and views on the potential bill. Brief discussion ensued with Mr. Miyaki offering a few suggestions. The general consensus was that Vice-President Reynolds would reply with review comments as an individual, as opposed to the CCWD Board providing a unified response.

President Coverdell announced that the Bay Area Water Supply and Conservation Agency (BAWSCA) Board had recently reviewed the performance of their Chief Executive Officer and General Manager, Arthur R. Jensen, which has been outstanding. He also advised that Mr. Jensen was currently involved with the bond sale to refinance and pay the debt owed to the San Francisco Public Utilities Commission, and Mr. Jensen was able to complete the mission, which should provide a savings of approximately \$67 - \$69 million dollars.

## 7) GENERAL BUSINESS

### A. Denniston Water Treatment Plant Improvements Project Construction Contract - Approval of Change Order # 14

Mr. Dickson provided the background, and advised that the project is approximately 99.5% complete and the contractor was in the process of demobilizing. He then explained that this particular change order to the Anderson Pacific Construction contract combines 30 project changes for which Anderson had not previously submitted the required change order



paperwork. He directed the Board's attention to the attached Denniston Project Value Summary, which provided details of each of the specific change orders. Mr. Jeff Tarantino, EKI's Project Manager, was then introduced, who, along with Mr. Dickson, proceeded to answer a few questions from the Board about the change orders. Vice-President Reynolds thanked Mr. Tarantino for being available to answer the Board's questions and President Coverdell thanked Mr. Tarantino and EKI for managing the project. Mr. Tarantino expressed his appreciation to the Board for allowing his firm the opportunity to work on this exceptional project.

Discussion ensued with Mr. Guistino and Mr. Dickson answering the Board's questions and comments about the project.

**ON MOTION BY Vice-President Reynolds and seconded by Director Feldman, the Board voted as follows, by roll call vote, to authorize the General Manager to execute Change Order # 14 to the Denniston Water Treatment Plant Improvements Project construction contract with Anderson Pacific, in the amount of \$155,970:**

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

**B. Proposed Increase in Transmission and Storage Fees:**

Mr. Dickson recapped the history of the District's Transmission and Storage Fees, (T& S), recalling the 2009 report by consultants, Bartle Wells, and the method they recommended for the District to adjust its T & S Fees. He advised that Staff is recommending that the District continue to adjust the T & S fees for inflation, using the Engineering New Record 20-City Average Construction Cost Index (ENR CCI), with increases to become effective July 1<sup>st</sup> of 2013, 2014, and 2015. He also explained that the recommended action authorizes the public notice of the proposed T & S fee increases and sets a public hearing after the required 45-day notice period. It was suggested by several Board Members that the notice emphasize that the proposed increase in T & S Fees applies only to the purchase of new water service connections and does not affect rates for existing water services.

Director Hannegan added that this matter was discussed at the January 30<sup>th</sup> 2013 meeting of the Finance Committee and that the Committee members had agreed that this was an appropriate course of action to pursue.

**ON MOTION BY Vice-President Reynolds and seconded by Director Hannegan, the Board voted as follows, by roll call vote, to authorize the issuance of a notice of proposed increases in the District's Transmission and Storage fees and schedule a public hearing on the proposed increases to be held at the Board's regular meeting on April 9, 2013:**

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

**C. Fiscal Year 2013-2014 Budget Process Timeline**

Mr. Dickson presented the proposed Budget Process Timeline, noting that this timeline has been previously reviewed by members of both the Finance Committee and the Facilities Committee. He also noted that a Special Board Meeting had been scheduled for February 28, 2013 to conduct a Budget Workshop and discuss the Capital Improvement Program. He reviewed the details and schedule of the Budget Process Timeline items, including the planned activities, and outreach efforts.

The Board shared a few comments about the budget process and the upcoming workshop.

**ON MOTION BY Vice-President Reynolds and seconded by Director Hannegan, the Board voted as follows, to approve the Fiscal Year 2013-2014 Budget Process Timeline:**

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

**D. Discussion of District and General Manager Goals for Fiscal Year 2013-2014**

Mr. Dickson referenced the attachments, including the CCWD Goals for 2013 introduced at the January 8, 2013 Board meeting by President Coverdell and the General Manager's proposed objectives for 2013-2014 that were presented to the District's Human Resources Committee on December 17, 2012. He noted that he was presenting these lists of goals and objectives for the Board's discussion and consideration.

Director Hannegan commented that after his review of both sets of goals, he was struck by how the goals complement and sometimes even duplicate each other. He suggested that the Board may want to consider combining the two lists together into a single set of District objectives to be shared by the Board and Staff. Vice-President Reynolds agreed with the idea, and recommended that the objectives be reviewed by the District on an annual basis.

Discussion ensued among the Board on the subject of the District's goals and objectives, with an emphasis on the six components identified in both documents, including water supply planning, securing water rights, planning and execution of the Capital Improvement Program, evaluation of the District's financial and billing software, succession planning and training and education programs, and increased Board engagement. Goals of celebrating safe, secure, and efficient water use, contracting issues, conducting a strategic planning session, and revisiting the Mission Statement were also discussed.

Mr. Dickson expressed his appreciation of the Board's discussion of the District's goals and objectives, noting that it is very valuable discussion for the Staff, and a good reminder that this is a team effort. He shared that he believes the District's many successes is a direct reflection on the excellent team efforts among the Board and Staff.

**8) GENERAL MANAGER'S REPORT**

**1.) Denniston Treatment Plant Startup**

Mr. Dickson advised that Mr. Guistino would elaborate on this topic during his report.

**2.) BAWSCA Bond Sale**

Mr. Dickson reiterated that the bond sale savings will be substantial over the 30 year bond period.

**3.) ERAF Refund**

Next, Mr. Dickson reported that the District has recently received notification that this year's Educational Revenue Augmentation Fund (ERAF) refund will be approximately \$311,000. versus the originally estimated budget amount of \$100,000.

**A. Operations Report**

Mr. Guistino shared additional details about the startup of the Denniston Water Treatment Plant. He also updated the Board on other activities, including well rehabilitation, the El Granada Tank 2 pump station, and the Avenue Cabrillo and Railroad Avenue Main Replacement Projects.

**B. Water Resources Report**

Ms. Brennan provided an update on the 2013 Water Year (October 1, 2012 through September 30, 2013), based on the second snowpack survey of the year performed by the California Department of Water Resources, reporting that the water content is below average (93%) for year to date statewide and 55% of normal for the season. She also distributed a new general fact sheet that had been developed as part of the District's Strategic Communications Plan, which the Board agreed, was very impressive and informative.

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

There were no comments or requests from the Board members.

**10) ADJOURNMENT**

The meeting was adjourned at 9:06 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, March 12, 2013.

Respectfully submitted,

---

David R. Dickson, General Manager  
Secretary of the District

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Ken Coverdell, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, February 28, 2013**

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 3:03 p.m. Present at roll call: Directors Chris Mickelsen, Bryan Hannegan, and Bob Feldman. Vice-President Glenn Reynolds arrived at 3:07 p.m.

Also present were: David Dickson, General Manager, Joe Guistino, Superintendent of Operations, JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - There were no public comments.

- 4) **GENERAL BUSINESS**

**A. Notice of Completion - Denniston Creek Water Treatment Plant Improvements Project**

Mr. Dickson and Mr. Guistino updated the Board on the start-up status of this project and answered a few brief questions from the Board. Mr. Dickson also explained the recommended Board action required to accept this project as complete.

**ON MOTION BY Director Mickelsen and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to (1) accept the Denniston Creek Water Treatment Plant Improvements Project as complete; (2) authorize the Notice of Completion to be filed with the County of San Mateo; and (3) authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District:**

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

**B. Notice of Public Hearing for Proposed Increase in Transmission and Storage Fees**

Mr. Dickson reported that an error in the printing of the notice of the proposed increases in the District's Transmission and Storage Fees had occurred, which has caused a delay in the mailing of the notices. He advised that staff recommends that the Board approve a revised notice and reschedule the associated public hearing to be held at the Board's regular meeting on May 14, 2013. He also informed the Board that these proposed fee increases are subject to the Mitigation Fee Act, and that the fees cannot go into effect until 60 days following the Board's action, making the fees effective on July 15, 2013.

**ON MOTION BY Director Hannegan and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to authorize issuance of a notice of proposed increases in the District's Transmission and Storage fees and schedule a public hearing on the proposed increases to be held at the Board's regular meeting on May 14, 2013:**

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

**C. Budget and Financing Plan Workshop – Proposed Fiscal Year 2013/2014 to 2022/2023 Capital Improvement Program**

Mr. Dickson noted that this workshop will provide a good opportunity to discuss in detail the more significant projects in the Capital Improvement Program (CIP), including the projects' priorities and suggested schedules. He also reviewed the budget process associated with establishing the proposed rate increase. Mr. Dickson presented a graph depicting projected rate increases needed to meet revenue requirements for the Fiscal Year 2014 Budget.

Mr. Dickson discussed various aspects of the Capital Improvement Program, including the need to increase the budget for pipeline replacement projects. Discussion ensued considering a range of options for financing the CIP. Mr. Dickson also advised that staff is planning to create a narrative for the critical projects, providing both the need and the timing of the projects, as well as a long term look at the District's assets. Mr. Dickson then reviewed some of the important near-term projects, including the Avenue Cabrillo Phase II and III, Pipeline Replacement Project, the Bridgepoint Drive Pipeline Replacement

Project, and the Denniston Treated Water Booster Station. He also stressed the important of pursuing the design and construction work associated with San Vicente, which is crucial in maintaining the water rights. Mr. Dickson continued to summarize the details and timing of other significant District projects, including advanced metering infrastructure and tank maintenance and replacement.

Vice-President Reynolds advised that he had another engagement to attend and left the meeting at 4:49 p.m.; Director Mickelsen departed 5:06 p.m.

As discussion concluded on the Capital Improvement Program, Mr. Dickson informed the Board that staff will take the Board's feedback from this meeting and will present a revised draft budget with CIP project narratives and schedules, and a pipeline replacement schedule to the Board for discussion at the March 12<sup>th</sup> Board meeting.

## 5) ADJOURNMENT

**ON MOTION BY Director Feldman and seconded by Director Hannegan, the Board voted as follows, to adjourn the February 28, 2013 Special Board Meeting:**

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

The meeting was adjourned at 5:11 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, March 12, 2013.

Respectfully submitted,

---

David R. Dickson, General Manager  
Secretary of the District

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Ken Coverdell, President  
Board of Directors



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

FY 2013

<b>Installed Water Connection Capacity</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Total</b>
<b>HMB Non-Priority</b>													
0.5" capacity increase													0
5/8" meter					1		4	1					6
3/4" meter		2	2		1		1						6
2" meter													0
<b>HMB Priority</b>													
0.5" capacity increase													0
5/8" meter													0
3/4" meter													0
1" meter													0
1 1/2" meter													0
2" meter													0
<b>County Non-Priority</b>													
5/8" meter													0
3/4" meter						1							1
1" meter													0
<b>County Priority</b>													
5/8" meter													0
3/4" meter													0
1" meter													0
<b>Monthly Total</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>

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

<b>Installed Water Meters</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Totals</b>
HMB Non-Priority		3	3		2.5		5.5	1					15
HMB Priority													0
County Non-Priority						1.5							1.5
County Priority													0
<b>Monthly Total</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>2.5</b>	<b>1.5</b>	<b>5.5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16.5</b>

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

	PILARCITOS WELLS	PILARCITO S LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	20.63	0.00	0.00	44.25	83.09	-0.13	83.22
AUG	0.00	18.98	0.00	0.00	42.67	79.21	1.13	78.08
SEPT	0.00	0.00	0.00	0.00	57.31	75.57	-0.04	75.61
OCT	0.00	0.00	0.00	0.00	48.48	66.51	0.21	66.30
NOV	3.74	0.00	0.00	0.00	46.21	49.95	0.41	49.54
DEC	4.6	15.25	0.00	0.00	13.35	41.06	0.08	40.98
JAN	7.64	30.77	0.00	2.00	0.10	40.511	0.17	40.34
FEB	13	23.31	0.00	1.73	7.59	45.63	0.92	44.71
MAR								
APR								
MAY								
JUN								
<b>TOTAL</b>	<b>28.98</b>	<b>108.94</b>	<b>0.00</b>	<b>3.73</b>	<b>259.96</b>	<b>481.53</b>	<b>2.77</b>	<b>478.77</b>
% TOTAL	6.0%	22.6%	0.0%	0.8%	54.0%	83.4%	0.57%	99.4%

Taken from Nunes WTP meter minus well production plus skylawn use

**12 Month Running Treated Total 702.50**

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

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

**COASTSIDE COUNTY WATER DISTRICT**

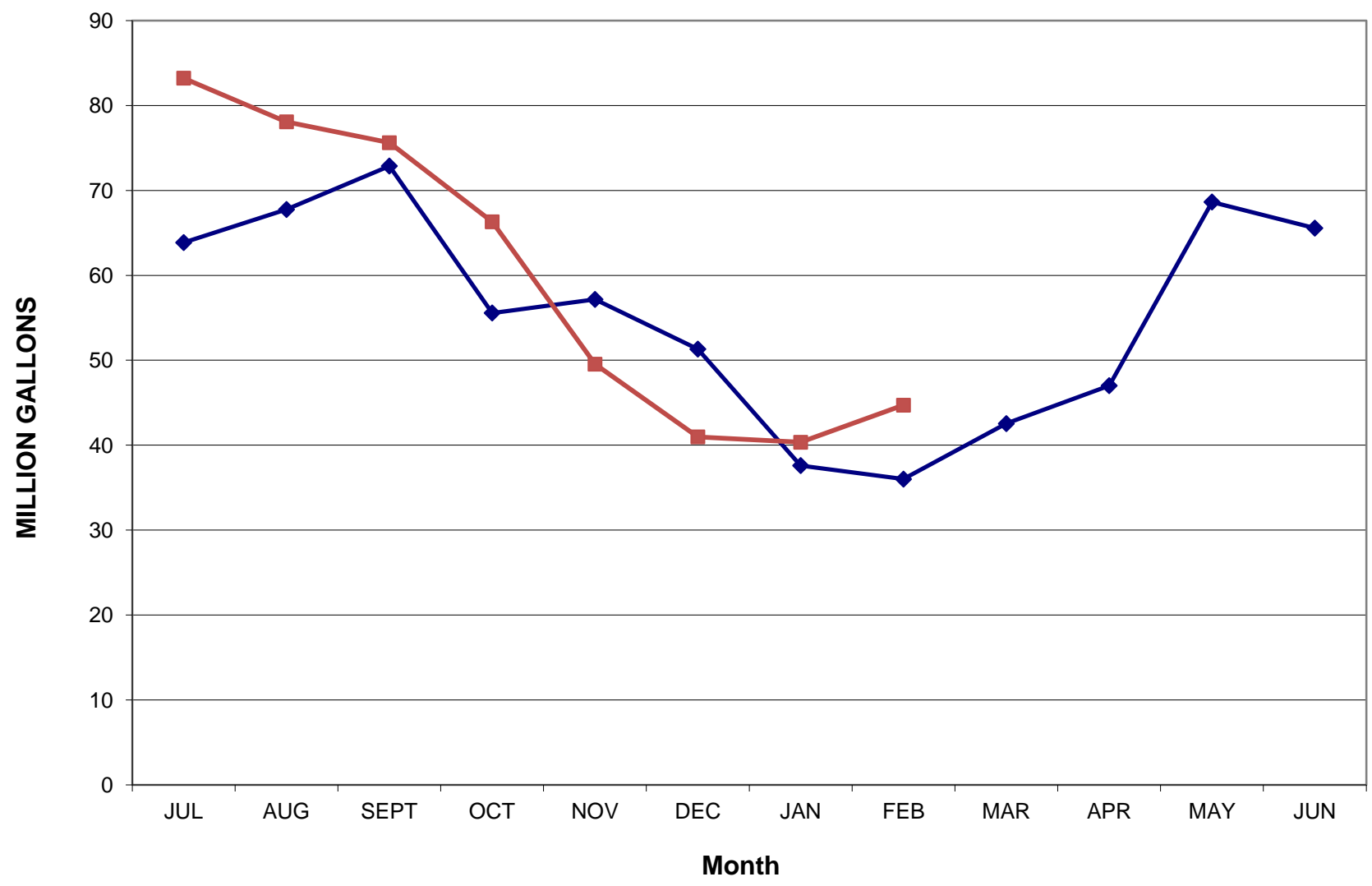
**Predicted vs Actual Production - All Sources FY 13**

	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted 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-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.63	60.52	39.89	44.25	0.00	-44.25	83.09	60.52
Aug-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.98	73.96	54.98	42.67	0.00	-42.67	79.21	73.96
Sep-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.47	30.47	57.31	34.64	-22.67	75.57	65.11
Oct-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.37	11.37	48.48	58.32	9.84	66.51	69.69
Nov-11	0.00	6.24	6.24	0.00	2.40	2.40	3.74	9.72	5.98	0.00	0.00	0.00	46.21	29.25	-16.96	46.21	29.25
Dec-11	0.00	11.44	11.44	0.00	2.62	2.62	4.60	9.72	5.12	15.25	0.00	-15.25	13.35	23.00	9.65	41.06	23.00
Jan-12	2.00	16.49	14.49	0.00	2.62	2.62	7.64	10.47	2.83	30.77	0.00	-30.77	0.10	11.87	11.77	36.27	11.87
Feb-12	1.73	16.49	14.76	0.00	2.62	2.62	13.00	11.97	-1.03	23.31	0.00	-23.31	7.59	18.33	10.74	30.90	18.33
Mar-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Apr-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
May-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Jun-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
<b>MG Totals</b>	<b>3.73</b>	<b>50.66</b>	<b>46.93</b>	<b>0.00</b>	<b>10.26</b>	<b>10.26</b>	<b>28.98</b>	<b>41.88</b>	<b>12.90</b>	<b>108.94</b>	<b>176.32</b>	<b>67.38</b>	<b>259.96</b>	<b>175.41</b>	<b>-84.55</b>	<b>458.82</b>	<b>351.73</b>

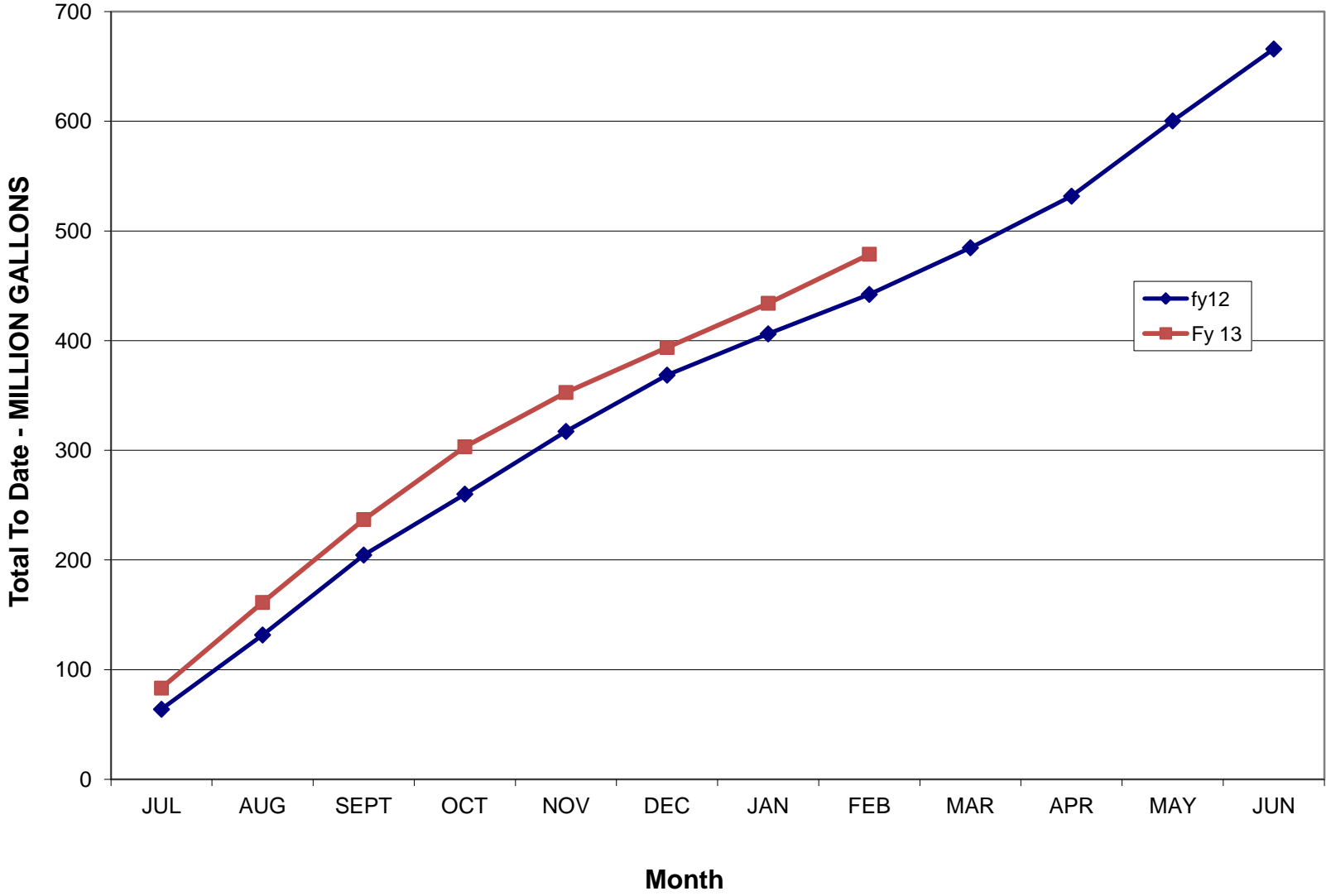
Adjusted (estimated for meter failure)

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	32.71	102.80	368.90	351.73	401.61	454.53	52.92
<b>% Total</b>	<b>8.14%</b>	<b>22.62%</b>	<b>91.86%</b>	<b>77.38%</b>	<b>88.36%</b>		

Monthly Production FY 12 vs. FY 13



Cumulative Production FY 12 vs. FY13



Plant Water Use*			Unmetered Water						2013		MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	0.202	0.000	0.202	0.088	0.052	0.072	0.002	0.003	-0.248	0.574		
FEB	0.077	0.000	0.077	0.616	0.015	0.027	0.002	0.000	0.033	0.924		
MAR	0.000		0.000							0.000		
APR	0.000		0.000							0.000		
MAY	0.000		0.000							0.000		
JUN	0.000		0.000							0.000		
JUL	0.000		0.000							0.000		
AUG	0.000		0.000							0.000		
SEP	0.000		0.000							0.000		
OCT	0.000		0.000							0.000		
NOV	0.000		0.000							0.000		
DEC	0.000		0.000							0.000		
<b>TOTAL</b>	<b>0.28</b>	<b>0.00</b>	<b>0.28</b>	<b>0.70</b>	<b>0.07</b>	<b>0.10</b>	<b>0.00</b>	<b>0.00</b>	<b>-0.21</b>	<b>1.50</b>		

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

**Corrected January 2013 Sales Data**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.258	49.337	26.440	47.479	22.875	30.920	17.464						221.77
COMMERCIAL	6.155	1.520	5.183	1.699	4.636	1.450	3.981						24.62
RESTAURANT	3.000	0.223	2.903	0.236	2.533	0.154	2.622						11.67
HOTELS/MOTELS	4.223	1.737	3.863	1.964	2.966	1.451	2.764						18.97
SCHOOLS	2.768	1.976	3.189	1.064	0.383	0.266	0.171						9.82
MULTI DWELL	3.424	2.725	3.155	2.695	2.548	2.385	2.759						19.89
BEACHES/PARKS	0.865	0.053	0.931	0.053	0.777	0.011	0.331						3.02
AGRICULTURE	7.336	4.445	5.284	5.269	3.644	6.045	6.102						38.13
RECREATIONAL	0.064	0.198	0.055	0.197	0.027	0.136	0.033						0.71
MARINE	1.236	0.000	1.266	0.000	1.321	0.000	1.141						4.96
IRRIGATION	15.892	12.567	13.331	9.844	1.320	1.361	0.127						54.44
Portable Meters	0.019	0.432	0.102	0.304	0.000	0.200	0.000						1.06
<b>TOTAL - MG</b>	<b>72.24</b>	<b>75.21</b>	<b>65.70</b>	<b>71.00</b>	<b>43.03</b>	<b>44.38</b>	<b>37.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>409.06</b>

Non Residential Usage	44.982	25.876	39.262	23.523	20.156	13.459	20.031	0.000	0.000	0.000	0.000	0.000	
Running 12 Month Tot							<b>668.85</b>						
12 mo Ave Residential	30.75	31.14	31.32	31.55	31.77	31.72	31.40						
12 mo Ave Non Resider	23.80	24.34	24.95	25.08	24.65	24.71	24.34						
Total	54.55	55.48	56.26	56.63	56.42	56.43	55.74						

**FY 2012**

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

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

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

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.258	49.337	26.440	47.479	22.875	30.920	17.464	33.048					254.82
COMMERCIAL	6.155	1.520	5.183	1.699	4.636	1.450	3.981	1.423					26.05
RESTAURANT	3.000	0.223	2.903	0.236	2.533	0.154	2.622	0.179					11.85
HOTELS/MOTELS	4.223	1.737	3.863	1.964	2.966	1.451	2.764	1.733					20.70
SCHOOLS	2.768	1.976	3.189	1.064	0.383	0.266	0.171	0.523					10.34
MULTI DWELL	3.424	2.725	3.155	2.895	2.548	2.385	2.759	2.697					22.59
BEACHES/PARKS	0.865	0.053	0.931	0.053	0.777	0.011	0.331	0.008					3.03
AGRICULTURE	7.336	4.445	5.284	5.269	3.644	6.045	6.102	6.375					44.50
RECREATIONAL	0.064	0.198	0.055	0.197	0.027	0.136	0.033	0.142					0.85
MARINE	1.236	0.000	1.266	0.000	1.321	0.000	1.141	0.000					4.96
IRRIGATION	15.892	12.567	13.331	9.844	1.320	1.361	0.127	0.619					55.06
Portable Meters	0.019	0.432	0.102	0.304	0.000	0.200	0.000	0.144					1.20
<b>TOTAL - MG</b>	<b>72.24</b>	<b>75.21</b>	<b>65.70</b>	<b>71.00</b>	<b>43.03</b>	<b>44.38</b>	<b>37.49</b>	<b>46.89</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>455.95</b>

Non Residential Usage	44.982	25.876	39.262	23.523	20.156	13.459	20.031	13.844	0.000	0.000	0.000	0.000	
<b>Running 12 Month Tot:</b>								<b>663.61</b>					
12 mo Ave Residential	30.75	31.14	31.32	31.55	31.77	31.72	31.40	30.99					
12 mo Ave Non Residen	23.80	24.34	24.95	25.08	24.65	24.71	24.34	24.31					
Total	54.55	55.48	56.26	56.63	56.42	56.43	55.74	55.30					

**FY 2012**

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

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



## Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/ Service	Est. Water Loss (Gallons)*	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
2/6/2013	122 Valencia EG	1" plastic Service	21,600	<b>Total</b> \$298.59	Men      Hours	\$1,200	\$2,549.00
						\$1,050	
					4      6	<b>\$2,250</b>	
2/7/2013	Flush Clipper Ridge		600,000	<b>Total</b>	Men      Hours		
					3      3		
2/22/2013	456 Hermosa Miramar	3/4 Plastic	5,000	<b>Total</b> \$31.00	Men      Hours	\$225	\$519.00
						\$263	
					3      1.5	<b>\$488</b>	
2/28/2013	automatic flush device hwy 92		16,000	<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
						\$0	
				<b>Total</b>	Men      Hours	\$0	\$0.00
						\$0	
						\$0	

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

**Total  
Water  
Loss**

**0.6426 MG**

**Total Cost**

**\$3,068.00**

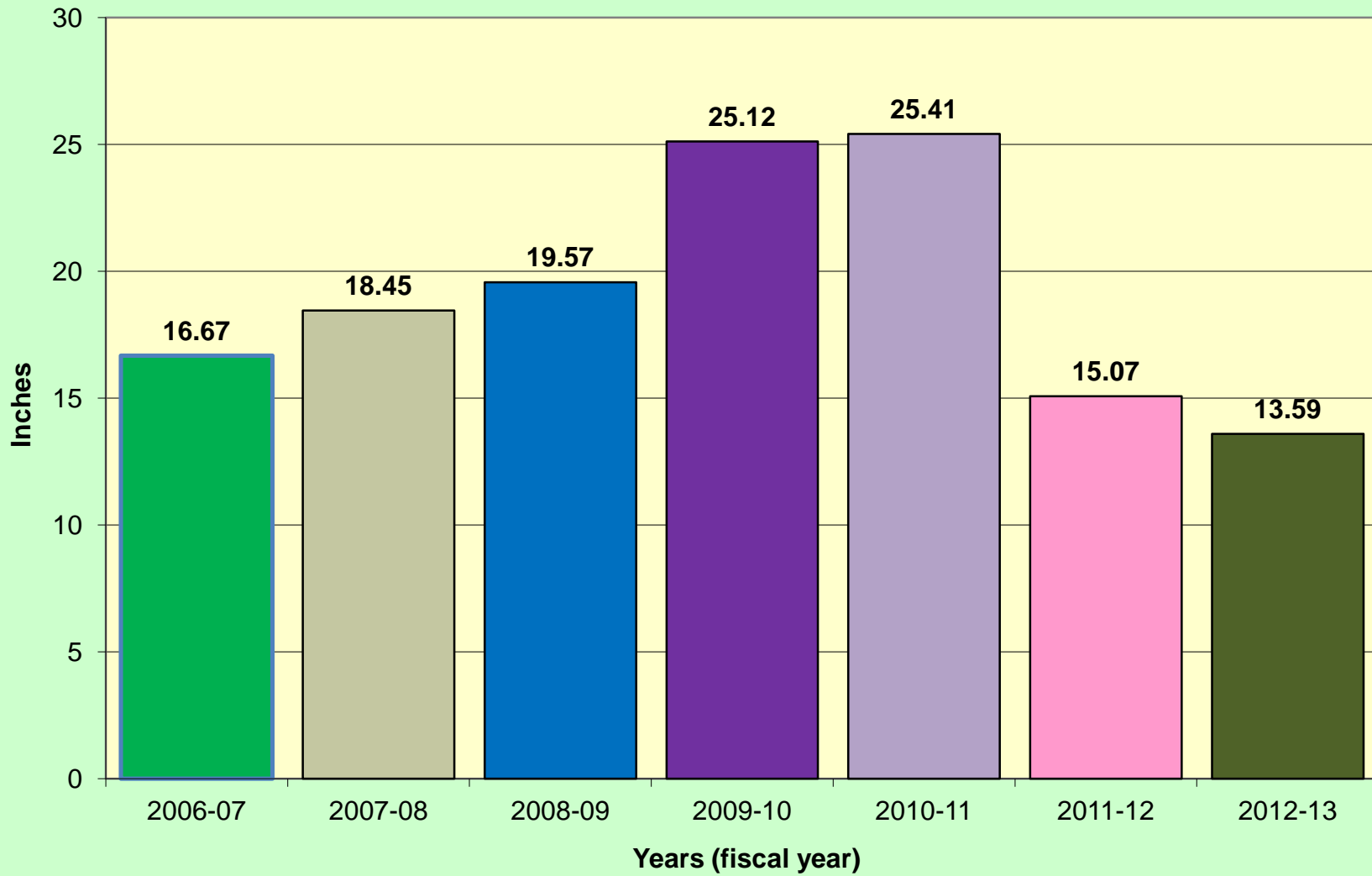
		service	main
staff	\$50		175
backhoe	\$50		
service truck	\$50		
dumptruck	\$50		
supvisor time	\$75		
pickup truck	\$25		

Coastside County Water District  
 766 Main Street  
 July 2012 - June 2013

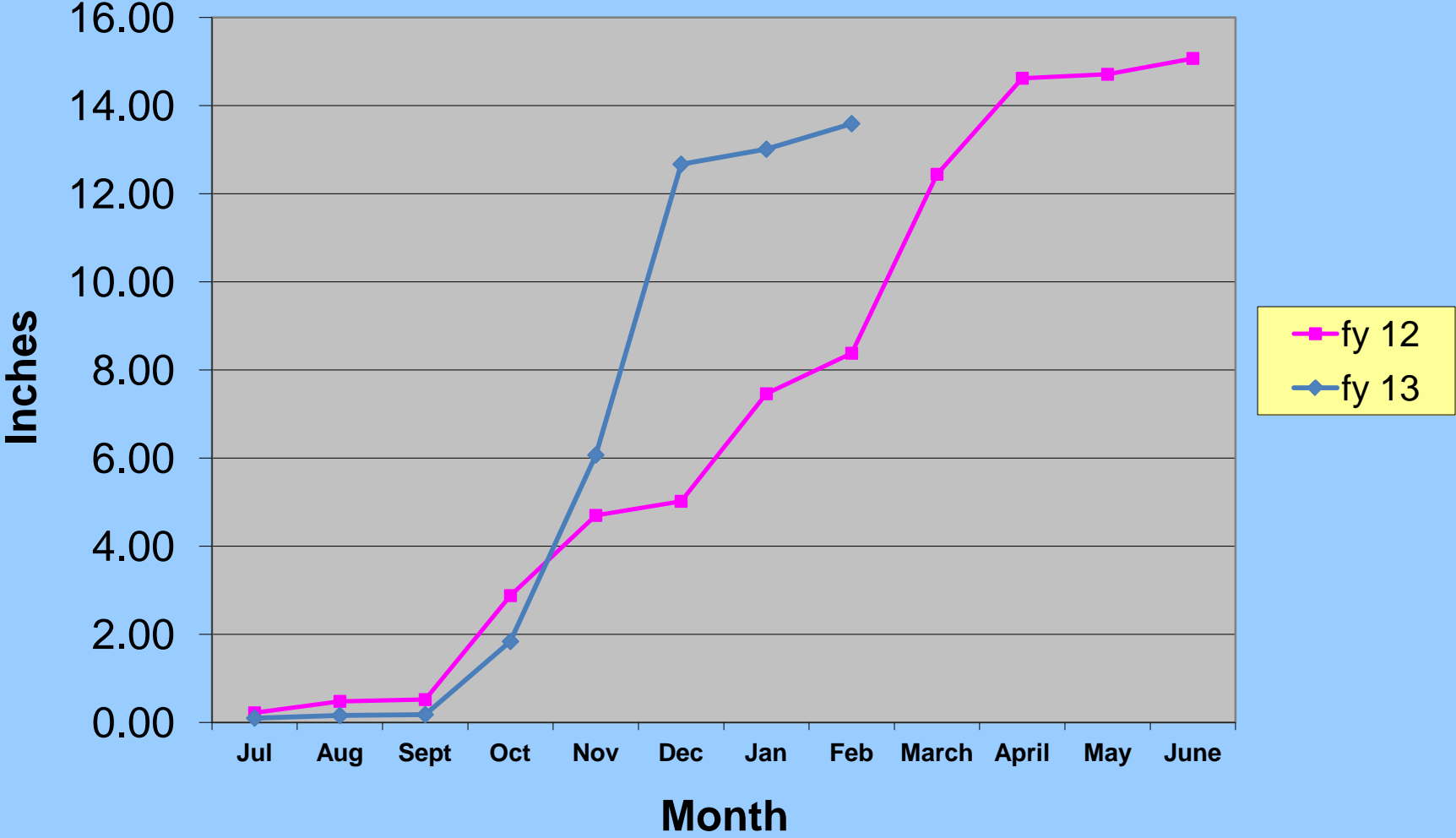
District Office  
 Rainfall in Inches

	2012						2013					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0.01	0	0	0	0.39	0.71	0.02	0				
2	0	0	0	0	0.01	0.87	0	0				
3	0	0.01	0	0	0	0.01	0	0				
4	0	0	0	0	0	0.01	0	0				
5	0	0.01	0	0	0	0.43	0.13	0				
6	0	0	0	0	0	0	0	0				
7	0	0	0	0	0	0	0.01	0.16				
8	0	0	0	0	0.15	0.02	0.01	0.19				
9	0	0	0	0.02	0.01	0	0.04	0				
10	0	0	0	0.1	0	0	0.02	0				
11	0	0	0	0.04	0	0.09	0	0				
12	0	0	0	0.03	0	0.26	0	0				
13	0	0	0	0	0	0.01	0	0				
14	0.02	0	0	0.01	0	0.02	0	0				
15	0	0	0	0	0	0.1	0	0				
16	0.01	0	0	0	0.25	0.04	0	0				
17	0	0	0	0.01	0.57	0.41	0	0				
18	0	0	0	0	0.01	0	0	0				
19	0	0	0	0.01	0	0	0	0.21				
20	0	0	0	0.02	0.21	0	0	0.01				
21	0	0.01	0	0.01	0.36	0.54	0	0				
22	0	0.01	0	0.93	0.01	0.45	0	0				
23	0	0	0	0.06	0	1.6	0.1	0.01				
24	0	0	0	0.27	0	0.06	0	0				
25	0	0	0	0.01	0	0.28	0	0				
26	0	0	0	0	0.01	0.13	0.01	0				
27	0.02	0	0	0	0	0	0	0				
28	0	0	0.01	0	0.49	0.31	0	0				
29	0.04	0	0.01	0.01	0.08	0.25	0					
30	0	0	0	0.01	1.68	0	0					
31	0	0.02		0.12		0	0					
Mon.Total	0.10	0.06	0.02	1.66	4.23	6.60	0.34	0.58	0.00	0.00	0.00	0.00
Year Total	0.10	0.16	0.18	1.84	6.07	12.67	13.01	13.59	13.59	13.59	13.59	13.59

# Rain Totals FY 2013



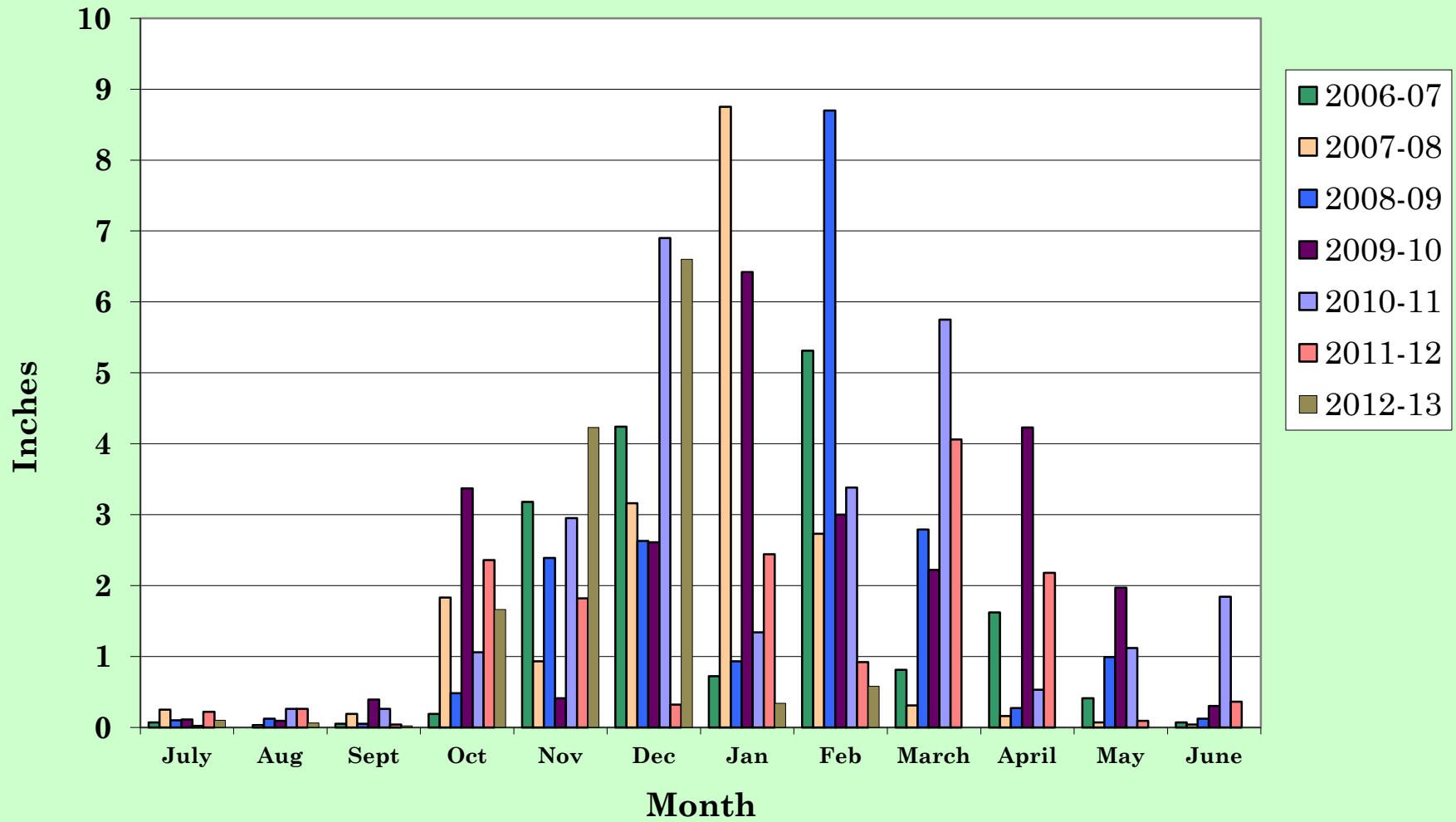
# Rainfall Totals FY 2013



# Coastside County Water District

## Rainfall by Month

July '12 thru Jun '13





MONTHLY CLIMATOLOGICAL SUMMARY for FEB. 2013

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	54.6	66.8	1:00p	43.8	12:30a	10.4	0.0	0.00	2.3	16.0	10:00a	E
2	49.1	54.2	1:30p	42.1	12:00m	16.0	0.0	0.00	0.8	11.0	2:00p	WNW
3	47.5	55.9	12:30p	40.0	3:00a	17.5	0.0	0.00	1.2	12.0	2:00p	E
4	48.2	52.6	12:00p	42.5	12:30a	16.8	0.0	0.00	1.0	10.0	1:00p	E
5	50.8	54.6	5:00p	48.1	12:00m	14.2	0.0	0.00	1.4	13.0	11:00p	W
6	46.3	56.6	1:30p	37.6	7:00a	18.7	0.0	0.00	1.2	14.0	3:00p	E
7	46.8	55.8	1:30p	38.2	2:00a	18.2	0.0	0.16	1.5	13.0	7:30p	ENE
8	44.4	52.9	3:30p	36.9	12:00m	20.6	0.0	0.19	1.4	12.0	10:30a	E
9	43.6	55.3	3:00p	34.4	7:30a	21.4	0.0	0.00	1.1	11.0	3:30p	E
10	43.7	56.2	2:30p	33.2	4:30a	21.3	0.0	0.00	1.3	8.0	2:00a	E
11	49.5	64.5	2:00p	37.0	2:00a	15.5	0.0	0.00	2.2	15.0	12:00p	E
12	46.8	56.0	2:00p	39.5	4:30a	18.2	0.0	0.00	1.1	10.0	12:00p	W
13	45.7	53.3	3:30p	36.8	5:00a	19.3	0.0	0.00	1.3	10.0	1:30p	W
14	55.2	71.2	4:00p	41.2	4:00a	10.8	0.9	0.00	1.6	16.0	12:00p	S
15	62.8	72.7	1:30p	49.1	1:30a	3.7	1.5	0.00	3.8	22.0	6:00a	E
16	57.6	68.3	11:30a	47.3	9:30p	7.5	0.1	0.00	2.7	18.0	10:00a	E
17	50.5	56.7	2:00p	43.2	9:30p	14.5	0.0	0.00	1.6	12.0	2:00p	W
18	49.3	52.4	1:00p	46.3	12:30a	15.7	0.0	0.00	2.4	12.0	4:30p	W
19	46.2	49.6	9:00a	40.3	12:00m	18.8	0.0	0.21	3.1	22.0	10:30a	NE
20	44.9	54.9	2:00p	33.5	7:30a	20.1	0.0	0.01	2.5	20.0	4:30p	E
21	48.2	56.4	3:00p	37.8	12:00m	16.8	0.0	0.00	2.5	15.0	2:00p	NE
22	46.9	57.5	2:00p	36.0	7:00a	18.1	0.0	0.00	1.7	13.0	3:00p	W
23	49.4	54.9	1:30p	39.5	11:30p	15.6	0.0	0.01	3.1	19.0	2:00p	NE
24	49.5	61.8	1:30p	37.4	12:00m	15.5	0.0	0.00	3.1	17.0	3:00a	ENE
25	47.6	57.2	12:30p	37.4	2:00a	17.4	0.0	0.00	1.9	15.0	1:30p	S
26	49.1	64.7	12:30p	37.7	1:00a	15.9	0.0	0.00	3.2	24.0	11:00a	E
27	47.6	60.0	5:00p	35.8	5:30a	17.4	0.0	0.00	1.1	10.0	11:30a	W
28	51.1	58.0	3:00p	44.9	2:30a	13.9	0.0	0.00	1.5	15.0	4:00p	SSE
-----												
	49.0	72.7	15	33.2	10	449.8	2.5	0.58	1.9	24.0	26	E

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

Max Rain: 0.21 ON 02/19/13

Days of Rain: 3 (>.01 in) 3 (>.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 2013

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, March 5, 2013



**Moccasin Reservoir and Priest Reservoir** from the air (2013, credit: Brian Haux of Skyhawk Photography). The above photo shows Priest Reservoir in the upper left and the Moccasin Penstocks traveling to Moccasin Powerhouse. Moccasin Reservoir in the lower right is the last point which Hetch Hetchy water “daylights” prior to crossing the Central Valley.

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

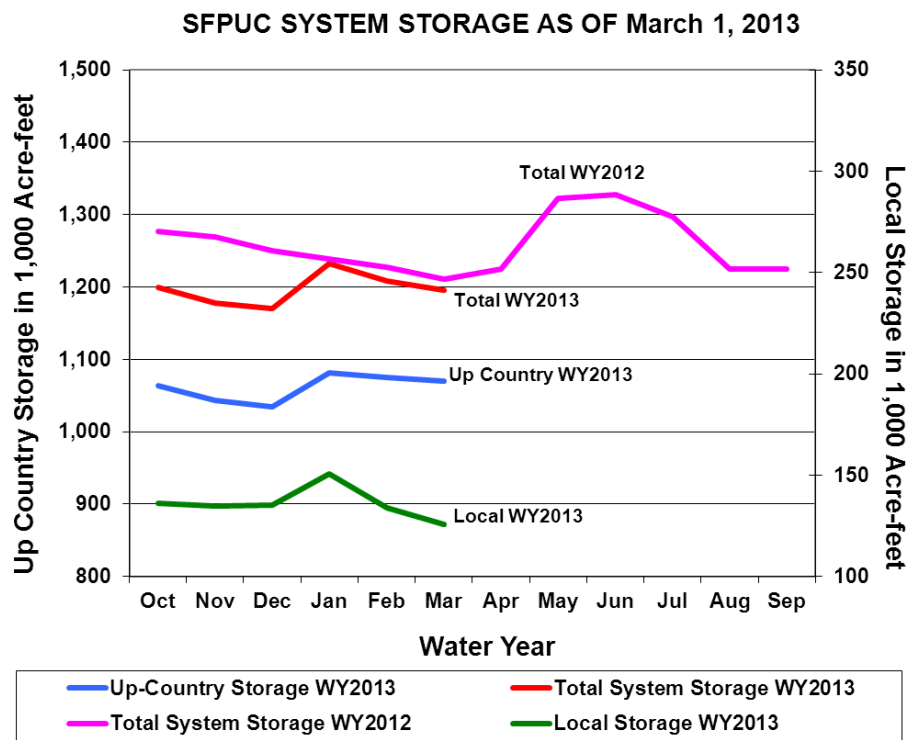
Table 1 Current Storage As of March 1, 2013							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
<b>Tuolumne System</b>							
Hetch Hetchy <sup>1/</sup>	250,198		340,830		90,632		73.4%
Cherry <sup>2/</sup>	240,423		268,810		28,387		89.4%
Lake Eleanor <sup>3/</sup>	21,134		21,495		361		98.3%
Water Bank	558,447		570,000		11,553		98.0%
Tuolumne Storage	1,070,202		1,201,135		130,933		89.1%
<b>Local Bay Area Storage</b>							
Calaveras <sup>4/</sup>	17,063	5,560	96,824	31,550	79,761	25,990	17.6%
San Antonio	41,682	13,582	50,496	16,454	8,814	2,872	82.5%
Crystal Springs	48,169	15,696	58,377	19,022	10,208	3,326	82.5%
San Andreas	15,994	5,212	18,996	6,190	3,002	978	84.2%
Pilarcitos	2,740	893	2,995	976	255	83	91.5%
Total Local Storage	125,648	40,942	227,688	74,192	102,040	33,250	55.2%
<b>Total System</b>	<b>1,195,850</b>		<b>1,428,823</b>		<b>232,973</b>		<b>83.7%</b>

<sup>1/</sup> Maximum Hetch Hetchy Reservoir storage with drum gates de-activated.

<sup>2/</sup> Maximum Cherry Reservoir storage with all flash-boards out.

<sup>3/</sup> Maximum Lake Eleanor storage with all flash-boards out.

<sup>4/</sup> Available capacity does not take into account current DSOD storage restrictions.

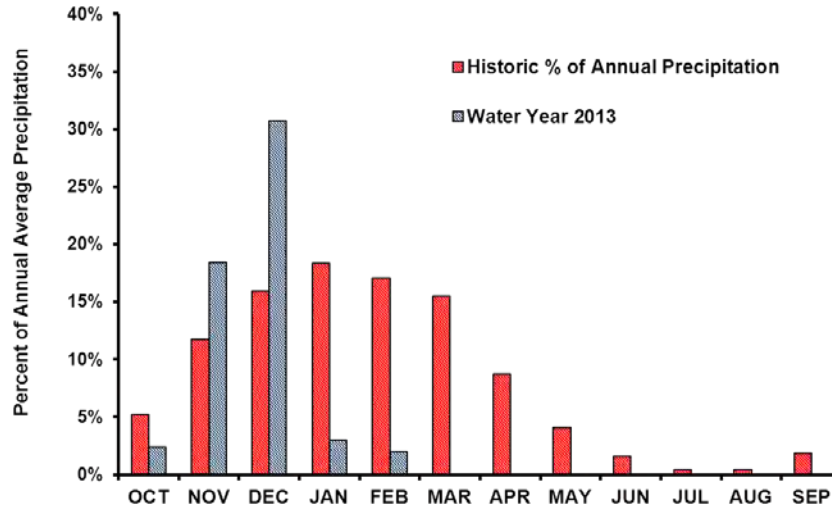


**Figure 1: Monthly system storage for WY2013**

## Hetch Hetchy System Precipitation Index <sup>5/</sup>

*Current Month:* The February six-station precipitation index is 0.65 inch, or 11.1% of the average index for the month.

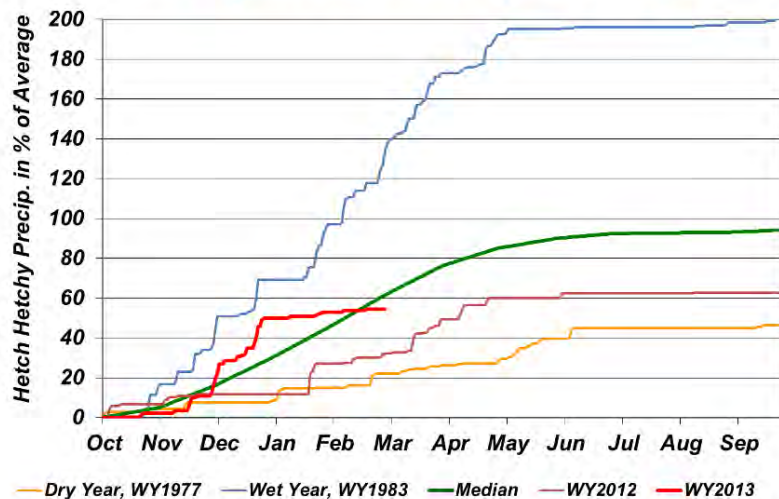
**Monthly Distribution of Hetch Hetchy Six-Station Annual Precipitation**



**Figure 2:** Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of annual average precipitation.

*Cumulative Precipitation to Date:* The accumulated six-station precipitation index for water year 2013 is 20.1 inches, which is 56.5% of the average annual water year total, or 82.6% of the average annual-to-date. Hetch Hetchy received 0.6 inches of precipitation in February. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

**Precipitation at Hetch Hetchy Water Year 2013**



**Figure 3.** Water year 2013 cumulative precipitation received at Hetch Hetchy Reservoir through February 28<sup>th</sup>, 2013. Precipitation at the Hetch Hetchy gage for wet, dry, median, and WY 2012 are included for comparison purposes.

<sup>5/</sup>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.

## Tuolumne Basin Unimpaired Inflow

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

Table 2 Unimpaired Inflow Acre-Feet								
	February 2013				October 1, 2012 through February 28, 2013			
	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average
Inflow to Hetch Hetchy Reservoir	15,578	22,324	25,116	62.0%	84,008	71,743	88,853	94.5%
Inflow to Cherry Reservoir and Lake Eleanor	15,697	22,665	26,370	59.5%	120,304	72,754	95,412	126.1%
Tuolumne River at La Grange	50,297	115,220	114,116	44.1%	351,513	313,315	415,173	84.7%
Water Available to the City	0	21,214	55,614	0%	84,240	60,060	159,100	52.9%

<sup>6</sup> Hydrologic Record: 1919 – 2010

### Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in February totaled 13,851 acre-feet which met SJPL deliveries and ecological releases.

19,716 acre-feet of power draft was made at Cherry Reservoir to manage reservoir elevation and to help meet municipal load. Lake Eleanor was at or near capacity throughout February. About 10,846 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir in February.

The current water year instream release schedule is Type A (or normal conditions). This is based upon accumulated precipitation and runoff in water year 2013 starting October 1<sup>st</sup>, 2012. The February requirement from Hetch Hetchy reservoir was 60 cfs; at Cherry and Eleanor 5 cfs was required.

### Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant average production rate for the month was 82 MGD (Max 102/Min 49 MGD). The Harry Tracy Water Treatment Plant production rate was 40 MGD for the month (Max 95/Min = 0 MGD).

### Local System Water Delivery

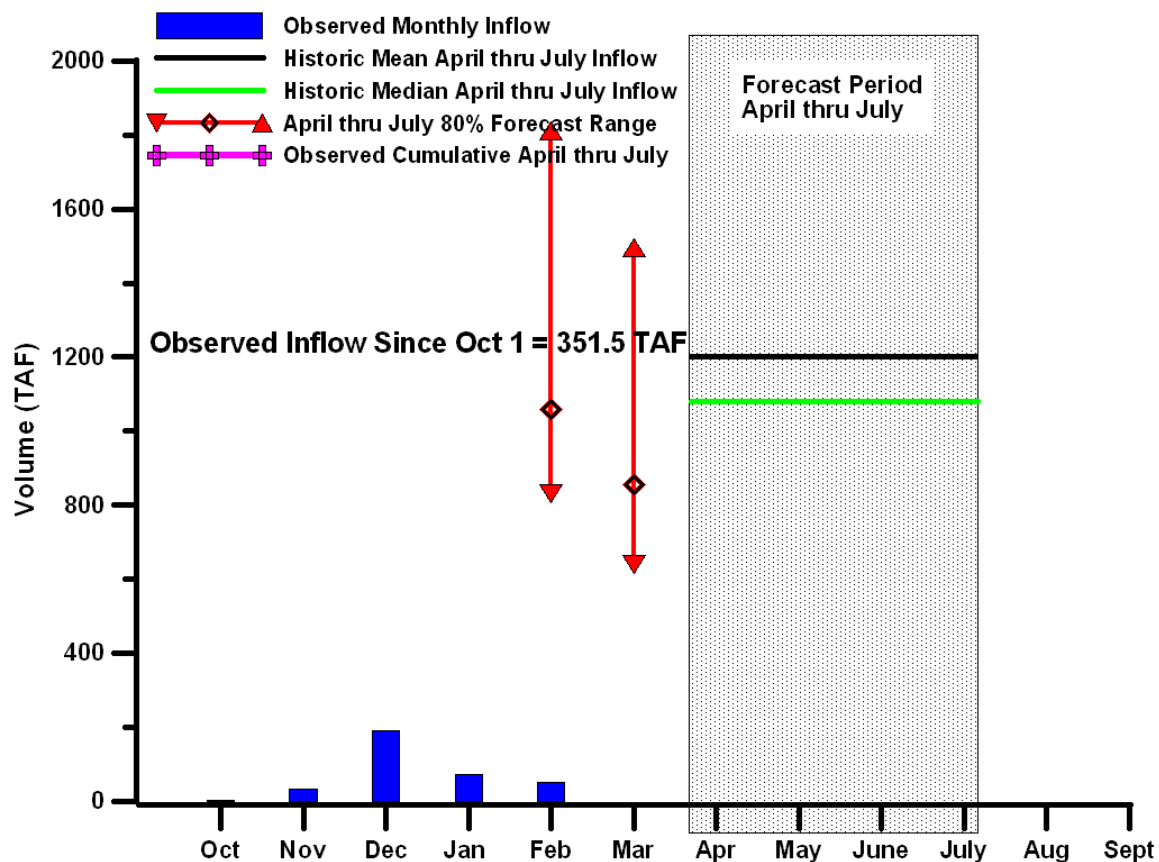
Deliveries increased in February due in part to two consecutive months of unseasonably dry weather in combination with expected increases in demand for this time of year. The average delivery rate for February was 186 MGD an 11% increase over the January rate of 166 MGD.

## Local Precipitation

Unseasonably dry conditions prevailed across the local watersheds throughout the month. The February rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date <sup>7</sup> (inches)	Percentage of Normal for the Year-to-Date <sup>7</sup>
Pilarcitos	1.73	27 %	24.80	86 %
Lower Crystal Springs	0.89	19 %	15.44	78 %
Calaveras	0.46	12 %	12.96	84 %

<sup>7</sup> WY 2013: Oct. 2012 through Sep. 2013



**Figure 4:** 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).

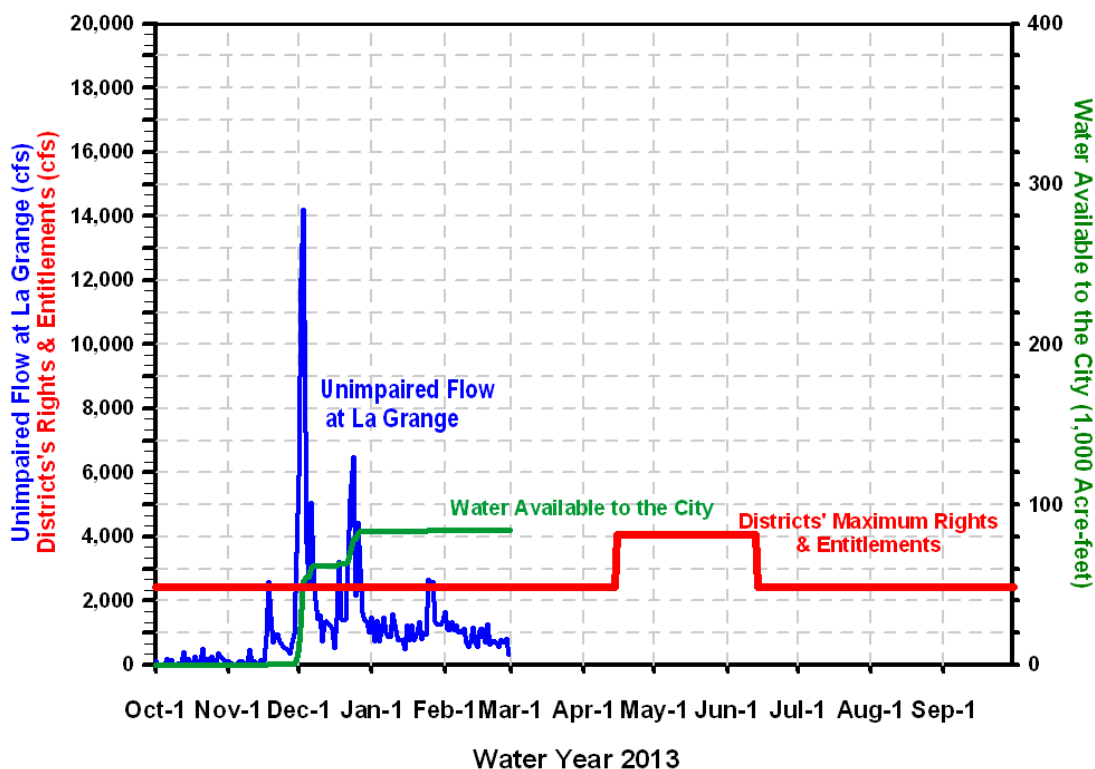
## Snowmelt and Water Supply

February brought well below normal precipitation across California. Precipitation in the Tuolumne basin for the first two months of calendar year 2013 is the lowest on record at the Hetch Hetchy gage. Snow surveys in late February and early March found that snow conditions in the high country is better than anticipated with approximately 70% of normal March 1<sup>st</sup> snow conditions. The measurements show that lower elevation sites are lagging further behind normal for March 1<sup>st</sup> conditions than higher elevation sites, which is expected with the extended dry period. The NWS Climate Prediction Center indicates chances for below precipitation in the 30-day and 90-day

seasonal forecasts.

The current outlook for snowmelt runoff (Figure 4) incorporates the last two months of dry conditions and the November-December period which was well above normal. 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 79% of the long-term median (Figure 4). The median forecast of April-through-July runoff is about 855 TAF, compared to the long-term median runoff for the April-through-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 640 TAF and 1,495 TAF. If “normal” conditions over the next few months, the April-July inflows would be near 79% of median conditions (Figure 4). While the runoff forecast is for below normal conditions current storage conditions improve the overall water supply outlook.

### Unimpaired Flow at La Grange & Water Available to the City



**Figure 5:** Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 84,240 acre-feet of water has become available to the City during water year 2013 to date.

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

**STAFF REPORT**

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

**From: Dave Dickson, General Manager**

**Agenda: March 12, 2013**

**Date: March 1, 2013**

**Subject: Notice of Completion - Railroad Avenue Pipeline Replacement Project**

---

**Recommendation:**

That the Board of Directors take the following actions:

- (1) Accept the Railroad Avenue Pipeline 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 Stoloski & Gonzalez, Inc. on September 20, 2012 for the Railroad Avenue Pipeline Replacement Project.

The work consisted of construction of approximately 860 feet of 4 inch diameter ductile iron pipe and 50 feet of 6 inch diameter ductile iron pipe. Appurtenant work included replacement of customer water service connections at 5 residences, addition of 2 hydrants, 4 pipeline abandonments and repaving. All work was completed within existing street right of way areas within the City of Half Moon Bay.

The project was completed on February 26, 2013. The project was constructed according to District 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 February 26, 2013 there was completed upon the hereinafter described real property a work of improvement as a whole named Railroad Avenue Pipeline Replacement Project. The work consisted of construction of approximately 860 feet of 4 inch diameter ductile iron pipe and 50 feet of 6 inch diameter ductile iron pipe. Appurtenant work included replacement of customer water service connections at 5 residences, addition of 2 hydrants, 4 pipeline abandonments and repaving.

4. The name of the original contractor for the work of improvement as a whole was: Stoloski & Gonzalez, Inc., 727 Main Street, Half Moon Bay, CA 94019

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

*The site of the work was in the City of Half Moon Bay. All work was within existing street right of way areas.*

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 13, 2013, 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 12, 2013

**Report Date:** March 6, 2013

**Subject:** Approval of Amendment to Water Supply Agreement with the City and County of San Francisco

---

### **Recommendation:**

Staff recommends that the Board adopt Resolution 2013-02, a Resolution Approving an Amendment to the Water Supply Agreement with the City and County of San Francisco.

### **Background:**

In June 2009, the City and County of San Francisco entered into a Water Supply Agreement (WSA) with the Wholesale Customers in Alameda County, San Mateo County and Santa Clara County. The Coastside County Water District is one of the Wholesale Customers that entered into the WSA. The WSA sets forth the terms by which the twenty six Wholesale Customers will purchase water from the San Francisco Regional Water System (System), which includes the Hetch Hetchy Reservoir (Reservoir).

During the 2012 election cycle, a group named Restore Hetch Hetchy placed an initiative before San Francisco voters that would have required the City and County of San Francisco to develop plans to drain the Reservoir and restore Hetch Hetchy Valley. The initiative was defeated, but the organization announced that it will continue to pursue these goals. The Wholesale Customers use two-thirds of the water provided by the System and pay two-thirds of the costs of building, operating and maintaining the System. However, none of these water customers may vote on San Francisco ballot measures. As a result, there is uncertainty as to how the parties would address changes to the System in the event of a future abandonment or decommissioning of O'Shaughnessy Dam, which forms the Reservoir, or a draining of the Reservoir.

In order to provide long-term protection for the Wholesale Customers, the Bay Area Water Supply & Conservation Agency (BAWSCA) and San Francisco have developed an administrative solution, an Amendment to the WSA, which addresses water-supply reliability, water quality and cost-allocation. This Amendment will assure that the existing condition of the Reservoir is maintained unless the parties agree to a further amendment to the WSA that meets certain conditions. Notably, the Amendment provides that if the parties do not agree on

any such amendment, San Francisco may not drain the Reservoir or abandon or decommission O'Shaughnessy Dam.

San Francisco, acting by and through its Public Utilities Commission, approved the Amendment on January 22, 2013 and authorized its General Manager to execute the Amendment, pending approval by the requisite number of the Wholesale Customers. A copy of the letter, with attachments, from the SFPUC General Manager to Art Jensen, BAWSCA's General Manager, documenting the SFPUC's action to approve the amendment language and authorizing the General Manager to execute the amendment upon Wholesale Customer approval is attached.

Staff recommends the Board approve the Amendment by adopting Resolution 2013-02.



February 5, 2013

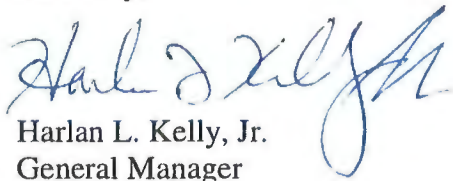
Mr. Arthur Jensen  
 Bay Area Water Supply and Conservation Agency  
 155 Bovet Road, Suite 650  
 San Mateo, CA 94402

Dear Mr. Jensen:

Enclosed are two documents. First is a copy of Resolution No. 13-0022 adopted by the San Francisco Public Utilities Commission on January 22, 2013 authorizing "the General Manager to negotiate and execute an Amendment to the Water Supply Agreement on behalf of the SFPUC in substantially the form set forth in this Resolution, provided that the amendment is approved by the wholesale customers pursuant to Water Supply Agreement Section 2.03." Second is a copy of the language we have negotiated for Section 3.18 Water Supply Agreement Amendment Required. This copy includes the formatting changes we have discussed and approved following the Commission action. The SFPUC is in full agreement with this language and is prepared to execute the Amendment to add Section 3.18 to the Water Supply Agreement. I understand that your counsel is preparing individual, personalized signature pages for each wholesale customer. I am prepared to sign the signature pages upon approval by the wholesale customers pursuant to Water Supply Agreement Section 2.03, as noted above.

We are prepared to assist you, if needed, in obtaining the requisite wholesale customers approval. It was a pleasure working with you and your team in developing this amendment.

Sincerely,

  
 Harlan L. Kelly, Jr.  
 General Manager

Enclosures

**Edwin M. Lee**  
 Mayor

**Art Torres**  
 President

**Vince Courtney**  
 Vice President

**Ann Moller Caen**  
 Commissioner

**Francesca Vietor**  
 Commissioner

**Anson Moran**  
 Commissioner

**Harlan L. Kelly, Jr.**  
 General Manager



**PUBLIC UTILITIES COMMISSION**

City and County of San Francisco

RESOLUTION NO. 13-0022

WHEREAS, in Resolution 09-0069 the Commission approved the Water Supply Agreement between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County and Santa Clara County ("Water Supply Agreement"); and

WHEREAS, on April 28, 2009, the Wholesale Customers approved the Water Supply Agreement pursuant to Section 2.03; and

WHEREAS, the Water Supply Agreement sets forth the terms by which the SFPUC will produce, and the Wholesale Customers will purchase, water from the Hetch Hetchy Regional Water System for a term of 25-years beginning on July 1, 2009; and

WHEREAS, Hetch Hetchy Reservoir is the source for 85% of the water produced on average by the Regional Water System and delivered to 2.6 million water users in San Francisco, San Mateo, Santa Clara and Alameda counties; and

WHEREAS, the Water Supply Agreement requires that the Regional Water System be kept in good working order and repair consistent with prudent utility practice and that the SFPUC will collaborate with the Wholesale Customers on how best to address possible impacts to water supply; and

WHEREAS, on November 6, 2012, San Francisco voters considered and rejected an initiative ordinance, Proposition F, that would have required the City to prepare a two-phase plan evaluating how to drain the Hetch Hetchy Reservoir and identifying replacement water sources; and

WHEREAS, the parties have determined that there is uncertainty as to how the parties would address changes to the Regional Water System in the event of future abandonment or decommissioning of O'Shaughnessy Dam or draining of Hetch Hetchy Reservoir; and

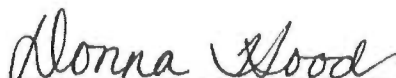
WHEREAS, the parties have negotiated an amendment to the Water Supply Agreement to assure existing condition of Hetch Hetchy Reservoir is maintained unless the parties agree to a further amendment to the Water Supply Agreement that meets certain conditions; now, therefore, be it

RESOLVED, the amendment to the Water Supply Agreement serves a substantial public interest and it is in the interest of the SFPUC to amend the Water Supply Agreement with the Wholesale Customers; and, be it further

RESOLVED, the Commission hereby authorizes the General Manager to negotiate and execute an Amendment to the Water Supply Agreement on behalf of the SFPUC in substantially the form set forth in this Resolution, provided that the amendment is approved by the Wholesale Customers pursuant to Water Supply Agreement Section 2.03; and be it further

RESOLVED, the Commission directs staff to take all steps necessary to secure the approval of the Amendment to the Agreement by the Wholesale Customers; and recommends that the Wholesale Customers approve the amendment to the Agreement.

*I hereby certify that the foregoing resolution was adopted by the Public Utilities Commission at its meeting of January 22, 2013.*



Secretary, Public Utilities Commission

### **Section 3.18 Water Supply Agreement Amendment Required**

San Francisco may not change the existing condition of the Hetch Hetchy Reservoir by:

- (1) abandoning or decommissioning O'Shaughnessy Dam; or
- (2) draining Hetch Hetchy Reservoir, except for purposes of (i) repair, rehabilitation, maintenance, improvement, or reconstruction of O'Shaughnessy Dam or appurtenances, (ii) supplying water to the Bay Area during drought, or (iii) meeting water release requirements under the Raker Act, or federal or state law,

unless the parties enter into an amendment to the Water Supply Agreement, in full force and effect, adopted in accordance with Section 2.03.

The amendment shall state, or restate, as the case may be:

- A. The level of service goals for seismic reliability and delivery reliability adopted by the Commission in conjunction with such proposed changes to the Regional Water System, provided such goals are at least as protective of the Wholesale Customers as the level of service goals adopted by the Commission on October 30, 2008 in conjunction with the WSIP;
- B. The level of water quality to be delivered, which is currently provided for in Section 3.08, and
- C. The specific cost allocation procedures, written as an amendment to Article 5, which apply to (1) the abandonment or decommissioning of O'Shaughnessy Dam, or (2) the draining of Hetch Hetchy Reservoir, and (3) the development, operation and maintenance of New Regional Assets that may be required to replace water supplied by Hetch Hetchy Reservoir and delivered to the Bay Area.

In the event that the parties are not able to agree upon and approve an amendment to the Water Supply Agreement as set forth above, San Francisco may not abandon or decommission O'Shaughnessy Dam or drain Hetch Hetchy Reservoir.

**RESOLUTION NO. 2013-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
COASTSIDE COUNTY WATER DISTRICT  
APPROVING AN AMENDMENT TO THE WATER SUPPLY AGREEMENT  
WITH THE CITY AND COUNTY OF SAN FRANCISCO**

**WHEREAS**, the City and County of San Francisco, acting by and through its Public Utilities Commission, entered into a Water Supply Agreement with Wholesale Customers in Alameda County, San Mateo County and Santa Clara County in June 2009 (WSA); and

**WHEREAS**, Proposition F, the "Water Sustainability and Environmental Restoration Act" appeared on the November, 2012 ballot and, if enacted, would have required the City of San Francisco to evaluate how to drain Hetch Hetchy Reservoir; and

**WHEREAS**, the San Francisco Charter acknowledges that the Hetch Hetchy Water System, including O'Shaughnessy Dam, is an irreplaceable asset such that San Francisco could not drain Hetch Hetchy Reservoir or abandon or decommission O'Shaughnessy Dam absent a Charter amendment as well as additional regulatory and administrative approvals; and

**WHEREAS**, the parties, at the time of entering into the WSA, contemplated that Hetch Hetchy Reservoir and O'Shaughnessy Dam were both integral parts of the Regional Water System and were considered Existing Assets as that term is used in the WSA, and were included in the calculation of the Wholesale Revenue Requirement; and

**WHEREAS**, the parties, at the time of entering into the WSA, also contemplated that the reliability and quality of the water to be delivered was premised on the shared assumption of the continued use of Hetch Hetchy Reservoir and O'Shaughnessy Dam as integral components of the Regional Water System; and

**WHEREAS**, the parties, at the time of entering into the WSA, did not contemplate that an alternate water delivery system created as a result of draining Hetch Hetchy Reservoir, or abandoning or decommissioning O'Shaughnessy Dam, would be considered part of a New Regional Assets described by the WSA; and

**WHEREAS**, the parties now desire to amend the WSA to reaffirm the water reliability and quality requirements set forth therein, and to acknowledge that Hetch Hetchy Reservoir and O'Shaughnessy Dam will continue to be used as integral components of the Regional Water System, unless both San Francisco and the Wholesale Customers approve any alternate water storage and delivery system to be used for delivery of water under the WSA; and

**WHEREAS**, said amendment to the WSA was approved by the San Francisco Public Utilities Commission on January 22, 2013 and its General Manager was authorized to execute it, provided the amendment is approved by the Wholesale Customers; and

**WHEREAS**, the District General Manager recommends the approval of the attached amendment.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The attached amendment to the Water Supply Agreement Between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County (Amendment) is approved.
2. The President of the Board is authorized and directed to execute the Amendment, in the form attached hereto, on behalf of the District.

**PASSED AND ADOPTED** this 12<sup>th</sup> day of March, 2013, by the following vote.

AYES:

NOES:

ABSENT:

ATTEST:

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Kenneth L. Coverdell, President  
Board of Directors

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David R. Dickson, General Manager  
Secretary of the District



**WATER SUPPLY AGREEMENT**  
**between**  
**THE CITY AND COUNTY OF SAN FRANCISCO**  
**and**  
**WHOLESALE CUSTOMERS**  
**in**  
**ALAMEDA COUNTY, SAN MATEO COUNTY AND**  
**SANTA CLARA COUNTY**

**AMENDMENT NO. 1**

THIS AMENDMENT modifies the Water Supply Agreement between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County and Santa Clara County (“Water Supply Agreement”), which is dated July, 2009.

WHEREAS, the Parties desire to amend the Water Supply Agreement to assure that the existing condition of Hetch Hetchy Reservoir is maintained unless the Parties agree to a further amendment to the Water Supply Agreement that meets certain conditions; and

WHEREAS, except for those changes expressly specified in this First Amendment, all other provisions, requirements, conditions, and sections of the Water Supply Agreement shall remain in full force and effect.

THE PARTIES AGREE to amend the Water Supply Agreement by adding a new Section 3.18 to Article 3, Water Supply.

**Section 3.18 Water Supply Agreement Amendment Required**

San Francisco may not change the existing condition of the Hetch Hetchy Reservoir by:

- (1) abandoning or decommissioning O'Shaughnessy Dam; or
- (2) draining Hetch Hetchy Reservoir, except for purposes of (i) repair, rehabilitation, maintenance, improvement, or reconstruction of O'Shaughnessy Dam or appurtenances, (ii) supplying water to the Bay Area during drought, or (iii) meeting water release requirements under the Raker Act, or federal or state law,

unless the parties enter into an amendment to the Water Supply Agreement, in full force and effect, adopted in accordance with Section 2.03.

The amendment shall state, or restate, as the case may be:

- A. The level of service goals for seismic reliability and delivery reliability adopted by the Commission in conjunction with such proposed changes to the Regional Water System, provided such goals are at least as protective of the Wholesale Customers as the level of service goals adopted by the Commission on October 30, 2008 in conjunction with the WSIP;
- B. The level of water quality to be delivered, which is currently provided for in Section 3.08, and
- C. The specific cost allocation procedures, written as an amendment to Article 5, which apply to (1) the abandonment or decommissioning of O'Shaughnessy Dam, or (2) the draining of Hetch Hetchy Reservoir, and (3) the development, operation and maintenance of New Regional Assets that may be required to replace water supplied by Hetch Hetchy Reservoir and delivered to the Bay Area.

In the event that the parties are not able to agree upon and approve an amendment to the Water Supply Agreement as set forth above, San Francisco may not abandon or decommission O'Shaughnessy Dam or drain Hetch Hetchy Reservoir.

IN WITNESS WHEREOF the parties have executed this Amendment by their duly authorized officers.

**CITY AND COUNTY OF SAN FRANCISCO**  
Acting by and through its Public Utilities  
Commission

**COASTSIDE COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Harlan L. Kelly, Jr.  
General Manager

By: \_\_\_\_\_  
Kenneth L. Coverdell  
President, Board of Directors

Date: \_\_\_\_\_, 2013

Date: \_\_\_\_\_, 2013

Approved by Commission Resolution  
No. 13-0022, adopted January 22, 2013

ATTEST:

\_\_\_\_\_  
Donna Hood  
Secretary to Commission

\_\_\_\_\_  
David R. Dickson  
General Manager and Secretary of the District

Approved as to form:

Approved as to form:

DENNIS J. HERRERA  
City Attorney

By: \_\_\_\_\_  
Donn W. Furman  
Deputy City Attorney

\_\_\_\_\_  
Patrick T. Miyaki  
Attorney for the District

IN WITNESS WHEREOF the parties have executed this Amendment by their duly authorized officers.

**CITY AND COUNTY OF SAN FRANCISCO**  
Acting by and through its Public Utilities  
Commission

**COASTSIDE COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Harlan L. Kelly, Jr.  
General Manager

By: \_\_\_\_\_  
Kenneth L. Coverdell  
President, Board of Directors

Date: \_\_\_\_\_, 2013

Date: \_\_\_\_\_, 2013

Approved by Commission Resolution  
No. 13-0022, adopted January 22, 2013

ATTEST:

\_\_\_\_\_  
Donna Hood  
Secretary to Commission

\_\_\_\_\_  
David R. Dickson  
General Manager and Secretary of the District

Approved as to form:

Approved as to form:

DENNIS J. HERRERA  
City Attorney

By: \_\_\_\_\_  
Donn W. Furman  
Deputy City Attorney

\_\_\_\_\_  
Patrick T. Miyaki  
Attorney for the District

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** March 12, 2013

Report

Date: March 7, 2013

**Subject:** Draft Fiscal Year 2013-2014 Budget and Fiscal Year 2013/14 to 2022/23 Capital Improvement Program

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### **Recommendation:**

No Board action required at this time.

### **Background:**

Staff presents for the Board's review the attached draft Fiscal Year 2013-2014 Budget and Fiscal Year 2013/14 to 2022/23 Capital Improvement Program (CIP).

Highlights:

### **Budget-Budget Comparison**

- Non-operating revenue higher than FY13 due to increase in ERAF.
- Total operating expense increase of about 2.7% over FY13 budget.
- \$220,000 increase in SFPUC water purchase cost vs. FY13 budget due to effect of SFPUC increase (net of debt repayment reduction) and BAWSCA debt repayment surcharge.
- \$64,000 decrease in Crystal Springs pumping expenses due to increased production from Denniston, increased use of Pilarcitos Reservoir and Pilarcitos wells.
- \$50,000 increase in Denniston-related expenses vs. FY13 budget due to increased plant operation.
- \$23,000 reduction in Nunes operating expense due to increased use of Denniston.
- \$35,000 decrease in field salaries due to reduction in overtime, elimination of budgeted merit increases, changes in personnel.
- \$20,000 increase in administrative salaries due to cost-of-living adjustment.
- \$25,000 in election expenses.

### **CIP**

- \$23,540,000 total CIP (FY14 dollars)
- Net increase of \$1.1 million vs. FY2012/13-2022/22 CIP.

**Operations & Maintenance Budget - FY 2013/2014**

**DRAFT**

Account Number	Description	Proposed	Approved	FY 13/14 Budget	FY 13/14	Proj Year End	FY 13/14 Budget	FY 13/14	YTD Actual FY 12/13 as of January 31, 2013
		Budget FY 13/14	FY 12/13	Vs. FY 12/13	Budget	Budget Vs. FY 12/13	Actual	Vs. FY 12/13	
			Budget	\$ Change	% Change	Actual FY 12/13	\$ Change	% Change	
<b>OPERATING REVENUE</b>									
4120	Water Sales (1) *	\$8,378,232	\$7,144,110	\$1,234,122	17.3%	\$7,480,564	\$897,668	12.0%	\$4,562,767
<b>Total Operating Revenue</b>		<b>\$8,378,232</b>	<b>\$7,144,110</b>	<b>\$1,234,122</b>	<b>17.3%</b>	<b>\$7,480,564</b>	<b>\$897,668</b>	<b>12.0%</b>	<b>\$4,562,767</b>
<b>NON-OPERATING REVENUE</b>									
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$26,646	-\$1,646	-6.2%	\$16,646
4180	Late Penalty	\$70,000	\$50,000	\$20,000	40.0%	\$82,394	-\$12,394	-15.0%	\$48,394
4230	Service Connections	\$8,000	\$8,000	\$0	0.0%	\$9,799	-\$1,799	-18.4%	\$5,799
4920	Interest Earned	\$3,045	\$3,540	-\$495	-14.0%	\$3,372	-\$327	-9.7%	\$2,572
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$617,651	-\$17,651	-2.9%	\$367,651
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$71,036	-\$108,036	-152.1%	\$17,341
4955	Cell Site Lease Income	\$121,453	\$117,524	\$3,929	3.3%	\$120,358	\$1,095	0.9%	\$70,358
4965	ERAF Refund	\$200,000	\$100,000	\$100,000	100.0%	\$311,000	-\$111,000	-35.7%	\$0
<b>Total Non-Operating Revenue</b>		<b>\$1,064,498</b>	<b>\$941,064</b>	<b>\$123,434</b>	<b>13.1%</b>	<b>\$1,100,185</b>	<b>-\$35,687</b>	<b>-3.2%</b>	<b>\$528,762</b>
<b>TOTAL REVENUES</b>		<b>\$9,442,730</b>	<b>\$8,085,174</b>	<b>\$1,357,556</b>	<b>16.8%</b>	<b>\$8,580,749</b>	<b>\$861,981</b>	<b>10.0%</b>	<b>\$5,091,529</b>
<b>OPERATING EXPENSES</b>									
5130	Water Purchased	\$2,016,420	\$1,795,164	\$221,256	12.3%	\$1,903,712	\$112,707	5.9%	\$1,110,712
5230	Electrical Exp. Nunes WTP	\$22,000	\$23,000	-\$1,000	-4.3%	\$25,000	-\$3,000	-12.0%	\$14,558
5231	Electrical Expenses, CSP	\$150,910	\$215,207	-\$64,297	-29.9%	\$246,074	-\$95,164	-38.7%	\$213,457
5232	Electrical Expenses/Trans. & Dist.	\$14,180	\$11,300	\$2,880	25.5%	\$14,500	-\$320	-2.2%	\$7,584
5233	Elec Exp/Pilarcitos Cyn	\$24,995	\$17,444	\$7,551	43.3%	\$15,170	\$9,825	64.8%	\$2,920
5234	Electrical Exp., Denn	\$139,500	\$93,000	\$46,500	50.0%	\$89,330	\$50,170	56.2%	\$3,120
5235	Denn. WTP Oper.	\$27,000	\$25,000	\$2,000	8.0%	\$24,476	\$2,524	10.3%	\$7,703
5236	Denn WTP Maint	\$38,000	\$37,000	\$1,000	2.7%	\$16,990	\$21,010	123.7%	\$2,740
5240	Nunes WTP Oper	\$75,330	\$98,212	-\$22,882	-23.3%	\$81,518	-\$6,188	-7.6%	\$45,618
5241	Nunes WTP Maint	\$45,000	\$40,000	\$5,000	12.5%	\$48,901	-\$3,901	-8.0%	\$30,273
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,470	-\$970	-10.2%	\$5,520
5243	CSP - Maintenance	\$40,000	\$40,000	\$0	0.0%	\$35,950	\$4,050	11.3%	\$21,736
5250	Laboratory Expenses	\$50,000	\$50,000	\$0	0.0%	\$47,410	\$2,590	5.5%	\$14,110
5318	Studies/Surveys/Consulting	\$75,000	\$68,000	\$7,000	10.3%	\$5,000	\$70,000	1400.0%	\$0
5321	Water Conservation	\$58,000	\$74,200	-\$16,200	-21.8%	\$21,827	\$36,173	165.7%	\$11,827
5322	Community Outreach	\$31,700	\$35,200	-\$3,500	-9.9%	\$26,423	\$5,277	20.0%	\$6,423
5411	Salaries - Field	\$950,585	\$985,319	-\$34,734	-3.5%	\$913,138	\$37,447	4.1%	\$533,138
5412	Maintenance Expenses	\$168,500	\$163,800	\$4,700	2.9%	\$177,635	-\$9,135	-5.1%	\$104,785
5414	Motor Vehicle Exp.	\$50,650	\$44,650	\$6,000	13.4%	\$68,920	-\$18,270	-26.5%	\$50,316
5415	Maintenance, Wells	\$10,000	\$6,000	\$4,000	66.7%	\$20,404	-\$10,404	-51.0%	\$404
5610	Salaries, Admin.	\$682,675	\$662,724	\$19,951	3.0%	\$624,809	\$57,866	9.3%	\$364,809
5620	Office Expenses	\$142,625	\$130,625	\$12,000	9.2%	\$102,020	\$40,605	39.8%	\$60,020
5621	Computer Services	\$79,860	\$75,000	\$4,860	6.5%	\$74,923	\$4,937	6.6%	\$21,923
5625	Meetings/Training/Seminars	\$20,000	\$20,000	\$0	0.0%	\$18,859	\$1,141	6.0%	\$10,859
5630	Insurance	\$115,000	\$125,000	-\$10,000	-8.0%	\$109,358	\$5,642	5.2%	\$59,358
5635	Ee/Ret Medical Insurance	\$410,077	\$451,882	-\$41,805	-9.3%	\$367,494	\$42,584	11.6%	\$207,494
5640	Employee Retirement	\$481,149	\$486,569	-\$5,420	-1.1%	\$455,213	\$25,936	5.7%	\$257,213
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$27,700	\$2,300	8.3%	\$0
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$33,327	\$26,673	80.0%	\$18,327
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$7,449	\$6,551	87.9%	\$2,449
5683	Financial Services	\$24,000	\$26,000	-\$2,000	-7.7%	\$22,775	\$1,225	5.4%	\$13,775
5684	Payroll Taxes	\$117,294	\$117,867	-\$573	-0.5%	\$121,003	-\$3,710	-3.1%	\$62,003
5687	Memberships & Subscriptions	\$68,210	\$64,400	\$3,810	5.9%	\$72,160	-\$3,950	-5.5%	\$37,160
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5700	County Fees	\$16,700	\$15,900	\$800	5.0%	\$14,794	\$1,906	12.9%	\$13,794
5705	State Fees	\$14,000	\$18,600	-\$4,600	-24.7%	\$10,146	\$3,854	38.0%	\$8,146
<b>Total Operating Expenses</b>		<b>\$6,302,859</b>	<b>\$6,135,563</b>	<b>\$167,296</b>	<b>2.7%</b>	<b>\$5,853,877</b>	<b>\$448,982</b>	<b>7.7%</b>	<b>\$3,324,273</b>
<b>CAPITAL ACCOUNTS</b>									
5711	Existing Bonds - 1998A	\$266,890	\$265,273	\$1,617	0.6%	\$265,273	\$1,618	0.6%	\$258,383
5712	Existing Bonds - 2006B	\$483,859	\$481,296	\$2,563	0.5%	\$481,865	\$1,994	0.4%	\$338,865
5715	Existing Bond-CIEDB 11-099	\$353,143	\$353,641	-\$498	-0.1%	\$445,641	-\$92,498	-20.8%	\$353,641
<b>Total Capital Accounts</b>		<b>\$1,103,892</b>	<b>\$1,100,210</b>	<b>\$3,682</b>	<b>0.3%</b>	<b>\$1,192,778</b>	<b>-\$88,887</b>	<b>-7.5%</b>	<b>\$950,888</b>
<b>TOTAL REVENUE LESS TOTAL EXPENSE</b>		<b>\$2,035,980</b>	<b>\$849,401</b>	<b>\$1,186,579</b>	<b>139.7%</b>	<b>\$1,534,094</b>	<b>\$501,886</b>	<b>32.7%</b>	<b>\$816,367</b>
5713	Cont. to CIP & Reserves	\$2,035,980							

**Notes:**

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

\* Assumes 12% rate increase

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4120</span> Description: <span style="margin-left: 50px;">Water Sales</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	4,562,767
PROJECTED ACTIVITY to END of FY:	2,917,797
Projected YEAR END TOTAL:	7,480,564

<b>PROPOSED Line Item Amount:</b>	<b>\$8,378,232</b> *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>7,144,110</b>
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% Change Actual Year End compared to Proposed Line item amount.	12.0%
% Change to Previous Year Budget	17.3%
Dollar difference between proposed budget & current budget	1,234,122

**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 39 new connections Increased Consumer awareness in the third year of drought will keep consumption to levels seen in FY 13/14

\* - Assumes a 12% Increase

**Spread:**

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

Fiscal Year 2013/2014 Water Sales Projections

MONTH	Res. hcf	Res. hcf	Other hcf	Other hcf	TOTAL Units	TOTAL Units	Per Cent Diff	Residential \$ Projected	Other \$ Projected	Base Charge	Base Charge	Proposed FY 13/14 \$ Budget
	12/13	13/14	12/13	13/14	12/13	13/14	12 v. 13 dif	13/14	\$0.00/hcf	12/13	13/14	
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-12	36,441	36,441	60,136	60,136	96,577	96,577	0.0%	\$ -	\$ -	\$105,967	\$118,683	\$ 118,683
Aug-12	65,959	65,959	34,594	34,594	100,553	100,553	0.0%	\$ -	\$ -	\$143,109	\$160,282	\$ 160,282
Sep-12	35,348	35,348	52,489	52,489	87,837	87,837	0.0%	\$ -	\$ -	\$111,640	\$125,037	\$ 125,037
Oct-12	63,475	63,475	31,448	31,448	94,923	94,923	0.0%	\$ -	\$ -	\$143,592	\$160,823	\$ 160,823
Nov-12	30,582	30,582	26,947	26,947	57,529	57,529	0.0%	\$ -	\$ -	\$111,760	\$125,171	\$ 125,171
Dec-12	41,337	41,337	17,993	17,993	59,330	59,330	0.0%	\$ -	\$ -	\$143,829	\$161,089	\$ 161,089
Jan-13	17,404	17,404	20,031	20,031	37,435	37,435	0.0%	\$ -	\$ -	\$111,913	\$125,343	\$ 125,343
Feb-13	33,048	33,048	13,844	13,844	46,892	46,892	0.0%	\$ -	\$ -	\$144,114	\$161,408	\$ 161,408
Mar-13	23,633	23,633	28,075	28,075	51,708	51,708	0.0%	\$ -	\$ -	\$111,000	\$124,320	\$ 124,320
Apr-13	44,914	44,914	19,519	19,519	64,433	64,433	0.0%	\$ -	\$ -	\$143,000	\$160,160	\$ 160,160
May-13	30,426	30,426	40,508	40,508	70,934	70,934	0.0%	\$ -	\$ -	\$111,000	\$124,320	\$ 124,320
Jun-13	60,466	60,466	33,422	33,422	93,888	93,888	0.0%	\$ -	\$ -	\$143,000	\$160,160	\$ 160,160
TOTAL	483,033	483,033	379,006	379,006	862,039	862,039	0.0%	\$ -	\$ -	\$1,523,924	\$1,706,795	\$ 1,706,795

Average Residential Charge per Unit  
\$0.00

Commercial Charge per Unit  
\$0.00

**\$ 1,706,795**

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 46 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 39 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.

Residential Units	FY 12/13	FY 13/14	Base Charge	FY 12/13	FY 13/14
			5/8"	\$34.41	0.0%
5/8"/ 2 dwelling units	\$75.68				
3/4"	\$51.72				
3/4"/ 2 dwelling units	\$103.50				
1"	\$86.21				
1.5"	\$166.48				
2.0"	\$275.90				
3"	\$603.57				
4"	\$2,069.64				
<b>Commercial</b>	\$7.65				
			<b>Fire Detector</b>	\$7.53	



COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4170</span> Description: Hydrant Sales	
Actual Amount As Of: 31-Jan 2013	16,646
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	26,646
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% 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:**

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  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>4180</b></span> <span style="margin-left: 100px;">Description: <b>Late Penalty</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	<b>48,394</b>
PROJECTED ACTIVITY to END of FY:	<b>34,000</b>
Projected YEAR END TOTAL:	<b>82,394</b>
<b>PROPOSED Line Item Amount:</b>	<b>70,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>50,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(15.0%)</b>
% Change to Previous Year Budget	<b>100.0%</b>
Dollar difference between proposed budget & current budget	<b>20,000</b>

**NARRATIVE:**

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4230</span> Description: <span style="float: right;">Service Connections</span>	
Actual Amount As Of: 31-Jan 2013	5,799
PROJECTED ACTIVITY to END of FY:	4,000
Projected YEAR END TOTAL:	9,799
<b>PROPOSED Line Item Amount:</b>	<b>8,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
% Change Actual Year End compared to Proposed Line item amount.	(18.4%)
% 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
<b>TOTAL</b>	<b>\$8,000</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4920</span> Description: <span style="float: right;">Interest Earned</span>	
Actual Amount As Of: 31-Jan 2013	2,572
PROJECTED ACTIVITY to END of FY:	800
Projected YEAR END TOTAL:	3,372
<b>PROPOSED Line Item Amount:</b>	<b>\$ 3,045</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	3,540
% Change Actual Year End compared to Proposed Line item amount.	(9.7%)
% Change to Previous Year Budget	(14.0%)
Dollar difference between proposed budget & current budget	-495

**NARRATIVE:**

Interest income is derived from cash on deposit with LAIF.

Cash on Deposit	Balance	Less CSP \$							
	1,015,032	0	1,015,032	x	0.30%	=	\$	3,045	

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4930</span> Description: <span style="margin-left: 50px;">Property Taxes</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	367,651
PROJECTED ACTIVITY to END of FY:	250,000
Projected YEAR END TOTAL:	617,651
<b>PROPOSED Line Item Amount:</b>	<b>600,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(2.9%)
% 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	\$600,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4950</span> Description: <span style="margin-left: 50px;">Miscellaneous</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	-86,036
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	-71,036
<b>PROPOSED Line Item Amount:</b>	<b>37,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	(152.1%)
% 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.

Negative Projected Year End due to refund of overpayment to Cabrillo Unified School District

	<b>FY 13/14</b>
Skylawn	25,000
Miscellaneous	12,000
	<b>37,000</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4955</span> Description: <span style="float: right;">Cell Site Lease Income</span>	
Actual Amount As Of: 31-Jan 2013	70,358
PROJECTED ACTIVITY to END of FY:	50,000
Projected YEAR END TOTAL:	120,358
<b>PROPOSED Line Item Amount:</b>	<b>121,453</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	117,524
% Change Actual Year End compared to Proposed Line item amount.	0.9%
% Change to Previous Year Budget	3.3%
Dollar difference between proposed budget & current budget	3,929

**NARRATIVE:**

Revenue from Cell Site Leasing

<u>Sub-Account</u>	<u>FY 13/14</u>
Sprint Spectrum Lease (Carter Hill)	23,433
Sprint Spectrum Lease (Alves Tank)	21,080
Metro PCS (Miramontes Tank)	25,270
Metro PCS (Miramar Tank)	25,270
Verizon (Nunes WTP)	26,400
	121,453

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>4965</b> Description: <b>ERAF Refund</b>	
Actual Amount As Of: 31-Jan 2013	0
PROJECTED ACTIVITY to END of FY:	311,000
Projected YEAR END TOTAL:	311,000
<b>PROPOSED Line Item Amount:</b>	<b>200,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>(35.7%)</b>
<b>% Change to Previous Year Budget</b>	<b>100.0%</b>
Dollar difference between proposed budget & current budget	100,000

**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. Once the school districts & programs are paid the maximum allowable under law, the law requires the excess to be refunded to the local taxing jurisdiction that contributed to ERAF.

**Spread:**

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



COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 100px;">5130</span> Description: <span style="margin-left: 20px;">Water Purchased</span>	
Actual Amount As Of: <span style="margin-left: 20px;">31-Jan</span> <span style="margin-left: 20px;">2013</span>	1,110,712
PROJECTED ACTIVITY to END of FY:	793,000
Projected YEAR END TOTAL:	1,903,712
<b>PROPOSED Line Item Amount:</b>	<b>2,016,420</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,795,164
% Change Actual Year End compared to Proposed Line item amount.	5.9%
% Change to Previous Year Budget	12.3%
Dollar difference between proposed budget & current budget	221,256

**NARRATIVE:**

See worksheet 5130 A

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

- San Francisco Wholesale rates decreased 5%. Cost per hcf \$2.55 (\$2.78 less \$.23)
- Addition of BAWSCA Bond Surcharge (\$281,460 Annual)

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2013/2014

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 12/13 hcf	FY 13/14 hcf	FY 12/13 hcf	FY 13/14 hcf	FY 12/13 hcf	FY 13/14 hcf	Pilarcitos		CSP		FY 12/13	FY 13/14	FY 12/13	FY 13/14	**2.55/hcf Plan
							hcf	hcf	hcf	hcf			Actual hcf	Plan	
Jul-12	0	7,133	0	3,525	0	0	115,000	50,917	2,000	15,555	117,000	66,472	117,000	77,130	\$169,504
Aug-12	0	0	0	0	0	0	97,363	57,212	8,533	39,254	105,896	96,466	105,896	96,466	\$245,988
Sep-12	0	0	0	0	0	0	0	42,714	101,029	38,646	101,029	81,360	101,029	81,360	\$207,468
Oct-12	0	0	0	0	0	0	0	54,674	88,917	43,000	88,917	97,674	88,917	97,674	\$249,069
Nov-12	0	8,474	0	3,235	5,000	13,156	0	43,500	61,778	0	61,778	43,500	66,778	68,365	\$110,925
Dec-12	0	15,421	0	3,025	6,150	13,120	20,388	30,166	28,355	0	48,743	30,166	54,893	61,732	\$76,923
Jan-13	2,673	22,172	0	3,525	10,214	12,542	41,136	0	134	16,199	41,270	16,199	54,157	54,438	\$41,307
Feb-13	2,313	22,172	0	3,525	17,380	16,120	31,163	23,000	10,147	0	41,310	23,000	61,003	64,817	\$58,650
<b>Mar-13</b>	<b>21,797</b>	<b>22,025</b>	<b>3,000</b>	<b>3,525</b>	<b>18,500</b>	<b>16,730</b>	<b>17,212</b>	<b>12,487</b>	<b>0</b>	<b>0</b>	17,212	12,487	60,509	54,767	\$31,842
<b>Apr-13</b>	<b>22,039</b>	<b>22,172</b>	<b>3,000</b>	<b>3,525</b>	<b>0</b>	<b>0</b>	<b>40,809</b>	<b>42,081</b>	<b>0</b>	<b>0</b>	40,809	42,081	65,848	67,778	\$107,307
<b>May-13</b>	<b>17,434</b>	<b>17,567</b>	<b>3,000</b>	<b>3,525</b>	<b>0</b>	<b>0</b>	<b>46,443</b>	<b>53,701</b>	<b>0</b>	<b>0</b>	46,443	53,701	66,877	74,793	\$136,938
<b>Jun-13</b>	<b>7,566</b>	<b>9,699</b>	<b>3,000</b>	<b>3,525</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>85,355</b>	<b>32,214</b>	<b>0</b>	82,214	85,355	92,780	98,579	\$217,655
<b>hcf Totals</b>	<b>73,822</b>	<b>146,835</b>	<b>12,000</b>	<b>30,935</b>	<b>57,244</b>	<b>71,668</b>	<b>459,514</b>	<b>495,807</b>	<b>333,107</b>	<b>152,654</b>	<b>792,621</b>	<b>648,461</b>	<b>935,687</b>	<b>897,899</b>	<b>\$1,653,576</b>
<b>MG Totals</b>	<b>55.22</b>	<b>109.83</b>	<b>8.98</b>	<b>23.14</b>	<b>42.82</b>	<b>53.61</b>	<b>343.72</b>	<b>370.86</b>	<b>249.16</b>	<b>114.19</b>	<b>592.88</b>	<b>485.05</b>	<b>699.89</b>	<b>671.63</b>	

Base Charge	\$81,384
BAWSCA Bond Surcharge	\$281,460
<b>Grand Total</b>	<b>\$2,016,420</b>

Note: Bold numbers in actual columns are estimates

Expect 34,482 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...) for FY 13/14  
4% unaccountable water

\*\* - The San Francisco Wholesale rate is the total of \$2.78 less the untreated water of \$.23 = \$2.55

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5230</span> Description: <span style="margin-left: 50px;">Electrical Exp. Nunes WTP</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	14,558
PROJECTED ACTIVITY to END of FY:	10,442
Projected YEAR END TOTAL:	25,000
<b>PROPOSED Line Item Amount:</b>	<b>22,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	23,000
% Change Actual Year End compared to Proposed Line item amount.	(12.0%)
% Change to Previous Year Budget	(4.3%)
Dollar difference between proposed budget & current budget	-1,000

**NARRATIVE:**

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

**FY 13/14**

PG&E \$22,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5231</span> Description: <span style="margin-left: 20px;">Electrical Expenses, CSP</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	213,457
PROJECTED ACTIVITY to END of FY:	32,617
Projected YEAR END TOTAL:	246,074

<b>PROPOSED Line Item Amount:</b>	<b>150,910</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	215,207
% Change Actual Year End compared to Proposed Line item amount.	(38.7%)
% Change to Previous Year Budget	(29.9%)
Dollar difference between proposed budget & current budget	-64,297

**NARRATIVE:**

Skylawn is estimated to purchase 23 million gallons when we are not running Crystal Springs.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	151,000	0.770	=	\$	116,270
Non-pumping electrical				\$	10,000
Skylawn Pumping Expenses	32,000	0.770	=	\$	24,640
<b>TOTAL</b>				<u>\$</u>	<u>150,910</u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5232</span> Description: <span style="margin-left: 20px;">Electrical Expenses/Trans. &amp; Dist.</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	7,584
PROJECTED ACTIVITY to END of FY:	6,916
Projected YEAR END TOTAL:	14,500
<b>PROPOSED Line Item Amount:</b>	<b>14,180</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	11,300
% Change Actual Year End compared to Proposed Line item amount.	(2.2%)
% Change to Previous Year Budget	25.5%
Dollar difference between proposed budget & current budget	2,880

**NARRATIVE:**

	FY 13/14
Granada #1	\$5,030
Granada #2	\$3,150
Granada #3	\$1,500
Alves Pump Station	\$4,000
Miramontes Tank	\$500
TOTAL	\$14,180

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5233</span> Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 31-Jan 2013	2,920
PROJECTED ACTIVITY to END of FY:	12,250
Projected YEAR END TOTAL:	15,170

<b>PROPOSED Line Item Amount:</b>	<b>24,995</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	17,444
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	64.8%
% Change to Previous Year Budget	43.3%
Dollar difference between proposed budget & current budget	7,551

**NARRATIVE:**

Assumes sufficient rain in October to pump Pilarcitos Wells in November.  
Assumes 71,000 units of production, at an energy cost of \$0.35 per unit.

Wells #1 & 3	\$	11,515	Well #4	\$	1,525
Well #2	\$	300	Well #4A	\$	1,525
Well #3A	\$	300	Well #5	\$	8,930
Carter Hill	\$	300	Telemeter	\$	300
<b>TOTAL</b>			Blending Station	\$	300
			<b>Total</b>	<b>\$</b>	<b>24,995</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5234</span> Description: Electrical Exp., Denn	
Actual Amount As Of: 31-Jan 2013	3,120
PROJECTED ACTIVITY to END of FY:	86,210
Projected YEAR END TOTAL:	89,330
<b>PROPOSED Line Item Amount:</b>	<b>139,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	93,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	56.2%
% Change to Previous Year Budget	50.0%
Dollar difference between proposed budget & current budget	46,500

**NARRATIVE:**

Projected to have Dennistion back on line and running during FY 13/14

	<b>FY 13/14</b>
Denn Pump Station	\$97,500
Denn Well #1	\$1,500
Denn Well #2,3,4	\$6,000
Denn Well #5	\$1,500
Denn Well #9	\$18,000
Denn WTP	\$12,000
WWR System	\$3,000
TOTAL	<u><u>\$139,500</u></u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5235</span> Description: <span style="float: right;">Denn. WTP Oper.</span>	
Actual Amount As Of: 31-Jan 2013	7,703
PROJECTED ACTIVITY to END of FY:	16,773
Projected YEAR END TOTAL:	24,476

<b>PROPOSED Line Item Amount:</b>	<b>27,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	10.3%
% Change to Previous Year Budget	8.0%
Dollar difference between proposed budget & current budget	2,000

**NARRATIVE:**

Projected to have Denniston back on line and running during FY13/14  
Assume production of 132 MG

ADMIN	CHEMICALS
Telephone/DSL	\$2,000
Alarm System	\$2,000
Subtotal	\$4,000
Caustic	\$7,000
Polymers	\$3,500
Alum	\$6,000
Salt	\$1,500
Pot. Perm	\$2,000
Lab Reagents	\$3,000
Subtotal	\$23,000
Total	\$27,000

**Spread:**

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



COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5236</span> Description: <span style="float: right;">Denn WTP Maint</span>	
Actual Amount As Of: 31-Jan 2013	2,740
PROJECTED ACTIVITY to END of FY:	14,250
Projected YEAR END TOTAL:	16,990

<b>PROPOSED Line Item Amount:</b>	<b>38,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	123.7%
% Change to Previous Year Budget	2.7%
Dollar difference between proposed budget & current budget	1,000

**NARRATIVE:**

Projected to have Denniston back on line and running during FY 13/14

	<b>FY 13/14</b>
Misc. Expenses / Office Supplies	\$ 1,000
Telemetry	\$ 3,000
Misc. Plumbing & Parts	\$ 4,000
Sludge Removal	\$ 6,000
Annual PM	\$ 3,000
Inst. Controls	\$ 10,000
Office Lab	\$ 3,000
CCTV	\$ 8,000
<b>TOTAL</b>	<b>\$ 38,000</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5240</span> Description: <span style="float: right;">Nunes WTP Oper</span>	
Actual Amount As Of: 31-Jan 2013	45,618
PROJECTED ACTIVITY to END of FY:	35,900
Projected YEAR END TOTAL:	81,518
<b>PROPOSED Line Item Amount:</b>	<b>75,330</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	98,212
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(7.6%)
% Change to Previous Year Budget	(23.3%)
Dollar difference between proposed budget & current budget	-22,882

**NARRATIVE:**

Chemical costs = \$125/MG.  
Expect to treat 533 MG.

Telephone/DSL	\$2,000	<b>Chemicals</b>	
Alarm System	\$1,000	Caustic	\$26,000
Sub total	<u>\$3,000</u>	Polymer	\$2,330
		Alum	\$34,000
		Salt	\$8,000
		Lab Reagents	\$2,000
		Sub Total	<u>\$72,330</u>
		TOTAL	<u>\$75,330</u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5241</span> Description: Nunes WTP Maint	
Actual Amount As Of: 31-Jan 2013	30,273
PROJECTED ACTIVITY to END of FY:	18,628
Projected YEAR END TOTAL:	48,901
<b>PROPOSED Line Item Amount:</b>	<b>45,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
% Change Actual Year End compared to Proposed Line item amount.	(8.0%)
% Change to Previous Year Budget	12.5%
Dollar difference between proposed budget & current budget	5,000

**NARRATIVE:**

No change in maintenance costs expected.

Increase in Misc. Expenses to include misc. office expenses.  
**FY 13/14**

Generator Service Contract	\$1,000
Sludge Removal	\$6,000
Electrical	\$5,000
Instrumentation/Controls	\$8,000
Motor & Pump Replacement	\$9,000
Filter Inspection	\$4,000
Annual Electrical PM	\$5,000
Misc. Expenses / Office Supplies	\$7,000
	<u>\$45,000</u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5242</span> Description: CSP - Operation	
Actual Amount As Of: 31-Jan 2013	5,520
PROJECTED ACTIVITY to END of FY:	3,950
Projected YEAR END TOTAL:	9,470
<b>PROPOSED Line Item Amount:</b>	<b>8,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(10.2%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 13/14
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  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5243</span> Description: CSP - Maintenance	
Actual Amount As Of: 31-Jan 2013	21,736
PROJECTED ACTIVITY to END of FY:	14,214
Projected YEAR END TOTAL:	35,950
<b>PROPOSED Line Item Amount:</b>	<b>40,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
% 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:**

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

**FY 13/14**

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
	<u>\$40,000</u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5250</span> Description: Laboratory Expenses	
Actual Amount As Of: 31-Jan 2013	14,110
PROJECTED ACTIVITY to END of FY:	33,300
Projected YEAR END TOTAL:	47,410
<b>PROPOSED Line Item Amount:</b>	<b>50,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	5.5%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

	FY 13/14
Nunes WTP	\$14,000
Denniston WTP	\$14,000
Source Waters	\$10,000
Distribution	\$7,000
Shipping	\$5,000
	\$50,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5318</span> Description: <span style="float: right;">Studies/Surveys/Consulting</span>	
Actual Amount As Of: 31-Jan 2013	0
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	5,000

<b>PROPOSED Line Item Amount:</b>	<b>\$75,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	68,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>1400.0%</b>
<b>% Change to Previous Year Budget</b>	<b>10.3%</b>
Dollar difference between proposed budget & current budget	7,000

**Narrative:** Increase due to Drought Contingency Planning

Drought Contingency Planning	\$50,000.00
Water Audit (M36)	\$15,000.00
Misc. Studies/Surveys	\$10,000.00
	\$75,000.00

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5321</span> Description: <span style="margin-left: 20px;">Water Conservation</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	11,827
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	21,827

<b>PROPOSED Line Item Amount:</b>	<b>58,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	74,200
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	165.7%
% Change to Previous Year Budget	(21.8%)
Dollar difference between proposed budget & current budget	-16,200

**NARRATIVE:**

Increase funding due to:

Funding the Administration of the Pilarcitos IWMP and funding the Lower Pilarcitos Creek Gage (WY2014)

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



Budget Worksheet	
Fiscal Year 2013-2014	
Worksheet 5321 – Water Resources	FY 2014
Description	Amount
<b>Foundational Best Management Practices</b>	
<b>1.0 Utility Operations Programs</b>	
Subtotal	\$0
<b>2.0 Education Programs</b>	
Subtotal	\$15,000
<b>Programmatic Best Management Practices</b>	
<b>3.0 Residential</b>	
Subtotal	\$23,000
<b>4.0 Commercial, Industrial and Institutional</b>	
Subtotal	\$0
<b>5.0 Landscape (Large)</b>	
Subtotal	\$3,000
<b>Flex Track Best Management Practices</b>	
Subtotal	\$5,000
<b>GPCD Compliance (CUWCC/SBx7)</b>	
	\$0
<b>Water Resources</b>	
Subtotal	\$12,000
<b>Total</b>	<b>\$58,000</b>

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5322</b></span> Description: <b>Community Outreach</b>	
Actual Amount As Of: 31-Jan 2013	<b>6,423</b>
PROJECTED ACTIVITY to END of FY:	<b>20,000</b>
Projected YEAR END TOTAL:	<b>26,423</b>
<b>PROPOSED Line Item Amount:</b>	<b>31,700</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>35,200</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>20.0%</b>
% Change to Previous Year Budget	<b>(9.9%)</b>
Dollar difference between proposed budget & current budget	<b>-3,500</b>

**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.

Pacifica Coast Television - Recording meetings(14 @ \$250)	\$3,500
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..)	\$10,000
Constant Contact/Email	\$500
Graphic Artist	\$2,500

**Spread:** TOTAL **31,700**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5411</span> Description: <span style="margin-left: 50px;">Salaries - Field</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	533,138
PROJECTED ACTIVITY to END of FY:	380,000
Projected YEAR END TOTAL:	913,138
<b>PROPOSED Line Item Amount:</b>	<b>950,585</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	985,319
% Change Actual Year End compared to Proposed Line item amount.	4.1%
% Change to Previous Year Budget	(3.5%)
Dollar difference between proposed budget & current budget	-34,734

**NARRATIVE:**

A COLA of 3.0 was used as a place holder based upon the Department of Labor Statistics information for February to February 2013

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**  
 3/7/2013  
**FY 2013/2014 BUDGET WORKSHEET (5411 A)**  
**SALARY INFORMATION - Accounts 5411 & 5610**

EMPLOYEE	Current Hrly Rate	COLA 3.0%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
<b>FIELD #5411</b>							
Superintendent	60.18	61.98	128,919			10,800	139,719
Field Supervisor	48.19	49.63	103,237	80	5,956	7,200	116,393
WTP Supervisor	50.60	52.12	108,405	120	9,381	7,200	124,987
Sr. WTP Oper.	37.63	38.75	80,608	120	6,976	6,000	93,583
Treat/Dist Op	30.90	31.83	66,200	120	5,729	4,800	76,729
Treat/Dist Op	27.99	28.83	59,960	120	5,189	4,800	69,949
Treat/Dist Op	29.26	30.14	61,787	120	5,425	6,000	70,151
Treat/Dist Op	33.26	34.26	71,262	120	6,167	7,200	84,628
Maint Worker	28.03	28.87	60,041	80	3,464	3,600	67,105
Maint Worker	24.78	25.52	53,078	80	3,062	1,200	57,340
Part-Time Help	15.00		15,000				15,000
Part-Time Help	15.00		15,000				15,000
Standby Pay for On-Call Employees			20,000				20,000
<b>Sub total, Field</b>			<b>843,497</b>		<b>51,349</b>	<b>58,800</b>	<b>950,585</b>
<b>ADMIN #5610</b>							
Gen Manager	92.00	94.76	197,101				197,101
Water Conser.	36.64	37.74	78,492	50	2,830		81,322
Prj Coord. PT	60.00		15,000				15,000
Office Mgr	40.53	41.74	86,821	50	3,131		89,951
Admin Assist.	36.73	37.83	78,680	50	2,837	6,946	88,463
Office Speclst	28.03	28.87	60,041		-		60,041
Office Speclst	26.03	26.81	55,756		-		55,756
Office Speclst	28.03	28.87	60,041		-		60,041
Part-Time Help	15.00		15,000				15,000
Directors			15,000				20,000
<b>Sub total, Admin</b>			<b>661,931</b>		<b>8,798</b>	<b>6,946</b>	<b>\$682,675</b>
<b>TOTAL</b>			<b>1,505,428</b>				<b>\$1,633,259</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5412</span> Description: <span style="float: right;">Maintenance Expenses</span>	
Actual Amount As Of: 31-Jan 2013	104,785
PROJECTED ACTIVITY to END of FY:	72,850
Projected YEAR END TOTAL:	177,635
<b>PROPOSED Line Item Amount:</b>	<b>168,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	163,800
% Change Actual Year End compared to Proposed Line item amount.	(5.1%)
% Change to Previous Year Budget	2.9%
Dollar difference between proposed budget & current budget	4,700

**NARRATIVE:**

Laundry	\$1,000	Tree Removal	\$12,000
Supplies Shop/Breakroom	\$1,000	Paving	\$24,000
Service Products	\$3,000	Inventory	\$11,000
Pump Repair	\$5,000	Materials	\$6,000
Uniforms/Jackets/Shoes	\$8,000	Equip. Rental	\$2,000
USA	\$500	Radio Repair/PM	\$3,000
Backfill	\$2,500	Landscape Maint	\$2,500
Hydrant repair	\$1,500	Main Repairs/Sml Line Replacmnt	\$15,000
Generator services	\$4,500	Cathodic Protection	\$8,000
Safety Supplies	\$3,500	Misc. tools, etc.	\$5,000
DMV/Pre-employment Physical	\$1,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
Alves Alt Valve	\$9,000	Waste Services	\$3,000
Alves Vault Valves	\$4,500	Fence Repairs	\$2,000
<b>TOTAL</b>	<b>\$168,500</b>	Raising Valve (City/County)	\$20,000
<b>Spread:</b>		Building Maintenance	\$10,000

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5414</span> Description: <span style="float: right;">Motor Vehicle Exp.</span>	
Actual Amount As Of: 31-Jan 2013	50,316
PROJECTED ACTIVITY to END of FY:	18,604
Projected YEAR END TOTAL:	68,920

<b>PROPOSED Line Item Amount:</b>	<b>50,650</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	44,650
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(26.5%)
% Change to Previous Year Budget	13.4%
Dollar difference between proposed budget & current budget	6,000

**NARRATIVE:**

	<u>FY 13/14</u>
Gasoline	\$31,000.00
FastTrak	\$150.00
Mobile Phones	\$7,500.00
Service & Repairs	\$12,000.00
	<u><u>\$50,650.00</u></u>

Total

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5415</span> Description: <span style="float: right;">Maintenance, Wells</span>	
Actual Amount As Of: 31-Jan 2013	404
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	20,404
<b>PROPOSED Line Item Amount:</b>	<b>10,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(51.0%)
% Change to Previous Year Budget	66.7%
Dollar difference between proposed budget & current budget	4,000

**NARRATIVE:**

FY 13/14 amounts same from past year due to not being able to rehabilitate wells and complete upgrades

	<u>FY 13/14</u>
Electrical PM	\$2,000
Pumps	\$5,000
Electrical	\$2,800
Plumbing	\$200
	<hr/>
	<u>\$10,000</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5610</span> Description: <span style="float: right;">Salaries, Admin.</span>	
Actual Amount As Of: 31-Jan 2013	364,809
PROJECTED ACTIVITY to END of FY:	260,000
Projected YEAR END TOTAL:	624,809
<b>PROPOSED Line Item Amount:</b>	<b>682,675</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	662,724
% Change Actual Year End compared to Proposed Line item amount.	9.3%
% Change to Previous Year Budget	3.0%
Dollar difference between proposed budget & current budget	19,951

**NARRATIVE:**

A COLA of 3.0 was used as a place holder based upon the Department of Labor Statistics information for February to February 2013  
(See Spreadsheet of Account #5411 for Admin and Board of Directors Salaries)

**Spread:**

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



**Budget Worksheet**

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5620</span> Description: Office Expenses	
Actual Amount As Of: 31-Jan 2013	60,020
PROJECTED ACTIVITY to END of FY:	42,000
Projected YEAR END TOTAL:	102,020
<b>PROPOSED Line Item Amount:</b>	<b>142,625</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	130,625
% Change Actual Year End compared to Proposed Line item amount.	39.8%
% Change to Previous Year Budget	9.2%
Dollar difference between proposed budget & current budget	12,000

**NARRATIVE:**

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

Increase due to:

- New Postage Rate Increase - Eff. January 27, 2013
- Office Building Repairs/Maintenance (\$10,000)

**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	\$ 4,000
	Bulk Mailing	\$ 6,000
	Pre-Stamped Envelopes	\$ 3,000
Phone Services	Monthly Service & Repairs	\$ 6,000
	PG&E 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	\$ 5,000
Printing	Checks, Forms, Statements	\$ 1,000
CSG Systems, Inc.	Fulfillment Center for Billing Stmtnts	\$ 25,000
	NetBill (Online Payments)	\$ 6,500
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 6,000
	Credit Card / Bank Fees	\$ 15,000
	Pre-Employment Physicals	\$ -
	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	\$ 1,000
	Office Building	\$ 10,000
Payroll	Payroll Processing with ADP	\$ 8,500
<b>TOTAL</b>		<b>\$ 142,625</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5621</span> Description: <span style="margin-left: 50px;">Computer Services</span>	
Actual Amount As Of: <span style="margin-left: 100px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	21,923
PROJECTED ACTIVITY to END of FY:	53,000
Projected YEAR END TOTAL:	74,923
<b>PROPOSED Line Item Amount:</b>	<b>79,860</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 75,000

**% Change Actual Year End compared to Proposed Line item amount.** 6.6%

**% Change to previous year budget:** 6.5%

Dollar difference between proposed budget & current budget 4,860

Increase in Springbrook Maintenance & Website Maintenance and addition of Comcast Internet

**NARRATIVE:**

**Maintenance Agreements**

Springbrook	\$14,000
Radix	\$3,000
Irvine Consulting Svcs	\$15,000
Badger	\$1,500
XC2 Software	\$1,800
Remit Plus/Ck Scanner	\$2,000
GIS License	\$5,000
Web Filtering (Barracuda)	\$1,400
Sprbrk Server License	\$700
Subtotal	\$44,400

**Computer Services**

New/Upgrades to software/Cust Rpts	\$7,500
Service/Repairs/Parts	\$15,000
Coastside Net	\$1,500
Rogue Web Works (Website Maint.)	\$7,500
Sonic.net	\$1,500
Spam Filtering	\$900
Comcast Internet	1560
Subtotal	\$35,460

Grand Total \$79,860

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5625</span> Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Jan 2013	10,859
PROJECTED ACTIVITY to END of FY:	8,000
Projected YEAR END TOTAL:	18,859
<b>PROPOSED Line Item Amount:</b>	<b>20,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	20,000
% Change Actual Year End compared to Proposed Line item amount.	6.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

	<u>Amount</u>
Conferences (District Employees)	\$ 5,000
Conferences/Seminars (Board of Directors)	\$ 3,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 1,000
<b>TOTAL</b>	<b><u>\$ 20,000</u></b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5630</span> Description: Insurance	
Actual Amount As Of: 31-Jan 2013	59,358
PROJECTED ACTIVITY to END of FY:	50,000
Projected YEAR END TOTAL:	109,358

<b>PROPOSED Line Item Amount:</b>	<b>115,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>125,000</b>
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% Change Actual Year End compared to Proposed Line item amount.	5.2%
% Change to Previous Year Budget	(8.0%)
Dollar difference between proposed budget & current budget	-10,000

<b>NARRATIVE:</b>	FY 13/14
Auto/General Liability	\$55,000
Property Program	\$20,000
Workers Compensation	\$40,000
<b>TOTAL</b>	<u><u>\$115,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5635</span> Description: Ee/Ret Medical Insurance	
Actual Amount As Of: 31-Jan 2013	207,494
PROJECTED ACTIVITY to END of FY:	160,000
Projected YEAR END TOTAL:	367,494

<b>PROPOSED Line Item Amount:</b>	<b>410,077</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>451,882</b>
% Change Actual Year End compared to Proposed Line item amount.	11.6%
% Change to Previous Year Budget	(9.3%)
Dollar difference between proposed budget & current budget	-41,805

**NARRATIVE:** Employee and Retiree Medical Insurance

<b>Active Employees:</b>	<b>FY 13/14</b>
Medical	289,357
Dental	16,641
Vision	3,954
Life/AD&D	8,069
LTD	15,604
EAP	737
	<b>334,362 Subtotal</b>

<b>Retirees:</b>	
Medical	72,910
Dental	1,323
Vision	1,483
	<b>75,716 Subtotal</b>

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**410,077 Total**

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**Spread:**

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

ACCOUNT No. 5635 / Insurance Benefits for Active Employees and Retirees - Year 2012/13

**ACTIVE EMPLOYEES**

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP	
July-12	8,777	13,098	1,407	343	520	1,393	60	
August-12	8,777	13,098	1,407	343	470	1,157	60	
September-12	8,777	13,098	1,407	343	495	1,275	60	
October-12	8,777	13,098	1,407	343	495	1,275	60	
November-12	8,777	13,098	1,407	343	495	1,275	60	
December-12	8,777	14,199	1,360	323	560	1,275	60	
January-13	7,838	14,199	1,360	323	560	1,275	60	
February-13	7,838	14,199	1,360	323	560	1,275	60	
March-13	7,838	14,199	1,360	323	560	1,275	60	
April-13	7,838	14,199	1,360	323	560	1,275	60	
May-13	7,838	14,199	1,360	323	560	1,275	60	
June-13	7,838	14,199	1,360	323	560	1,275	60	
	99,690	164,881	16,553	3,977	6,399	15,298	722	Subtotal of column
	94,056	170,384	16,314	3,876	6,725	15,298	722	Subtotal (June Rate x 12/mo)
	12%	8%	2%	2%	20%	2%	2%	% Increase
	<b>105,343</b>	<b>184,015</b>	<b>16,641</b>	<b>3,954</b>	<b>8,069</b>	<b>15,604</b>	<b>737</b>	<b>TOTAL</b>
	<b>289,357</b>							

**RETIREES**

	Kaiser	Blue Cross	Dental	Vision	
July-12	1,682	5,560	434	121	
August-12	1,682	5,560	434	121	
September-12	1,682	5,560	434	121	
October-12	1,682	5,560	434	121	
November-12	1,682	5,560	434	121	
December-12	1,775	6,024	442	121	
January-13	1,775	6,024	442	121	
February-13	1,775	6,024	442	121	
March-13	1,775	6,024	442	121	
April-13	1,775	6,024	442	121	
May-13	1,775	6,024	442	121	
June-13	1,775	6,024	442	121	
		(26,868)	(4,007)		Reimbursement from Retirees
	20,834	43,103	1,255	1,454	Subtotal
	21,299	45,422	1,297	1,454	Subtotal (June Rate x 12/mo - less Reimbursement)
	12%	8%	2%	2%	% Increase
	<b>23,855</b>	<b>49,056</b>	<b>1,323</b>	<b>1,483</b>	<b>TOTAL</b>
	<b>72,910</b>				

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5640</b> Description: <b>Employee Retirement</b>	
Actual Amount As Of: 31-Jan 2013	257,213
PROJECTED ACTIVITY to END of FY:	198,000
Projected YEAR END TOTAL:	455,213
<b>PROPOSED Line Item Amount:</b>	<b>481,149</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	486,569
% Change Actual Year End compared to Proposed Line item amount.	5.7%
% Change to Previous Year Budget	(1.1%)

Dollar difference between proposed budget & current budget -5,420

**2.5% @ 55**

Employer Rate increased from 24.341% (FY 12/13) to 25.409% (FY 13/14)

Employer Paid Member Contribution 8% (Ee paid 2% - Er paid 6%)

**2% @ 60**

Employer Rate increased from 8.552% (FY 12/13) to 8.768% (FY 13/14)

Employer Paid Member Contribution 7% (Ee paid 2% - Er paid 5%)

**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  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5645</span> Description: SIP 401a Plan	
Actual Amount As Of: 31-Jan 2013	0
PROJECTED ACTIVITY to END of FY:	27,700
Projected YEAR END TOTAL:	27,700
<b>PROPOSED Line Item Amount:</b>	<b>30,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,000
% Change Actual Year End compared to Proposed Line item amount.	8.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

Supplemental Income Trust Fund / AIP 401a 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**  
**2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5681</b></span> Description: <span style="margin-left: 50px;"><b>Legal</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	<b>18,327</b>
PROJECTED ACTIVITY to END of FY:	<b>15,000</b>
Projected YEAR END TOTAL:	<b>33,327</b>
<b>PROPOSED Line Item Amount:</b>	<b>60,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>60,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>80.0%</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**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
<b>Total</b>	<b><u>\$60,000</u></b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5682</span> Description: <span style="float: right;">Engineering</span>	
Actual Amount As Of: <span style="float: right;">31-Jan 2013</span>	2,449
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	7,449

<b>PROPOSED Line Item Amount:</b>	<b>14,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	14,000
% Change Actual Year End compared to Proposed Line item amount.	87.9%
% 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  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5683</span> Description: <span style="float: right;">Financial Services</span>	
Actual Amount As Of: 31-Jan 2013	13,775
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	22,775

<b>PROPOSED Line Item Amount:</b>	<b>24,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	26,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	5.4%
% Change to Previous Year Budget	(7.7%)
Dollar difference between proposed budget & current budget	-2,000

**NARRATIVE:**

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

	<b>FY 13/14</b>
Financial Audit Service	\$16,000
Accounting Services	\$8,000
Total	<u><u>\$24,000</u></u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5684</span> Description: <span style="margin-left: 50px;">Payroll Taxes</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	62,003
PROJECTED ACTIVITY to END of FY:	59,000
Projected YEAR END TOTAL:	121,003
<b>PROPOSED Line Item Amount:</b>	<b>117,294</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	117,867
% Change Actual Year End compared to Proposed Line item amount.	(3.1%)
% Change to Previous Year Budget	(0.5%)
Dollar difference between proposed budget & current budget	-573

**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  
2013/2014**

**Line Item**

**Amount**

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		<b>SOCIAL SECURITY 6.20%</b>	<b>MEDICARE 1.45%</b>	<b>TOTAL</b>
TOTAL PAYROLL	<b>\$ 1,633,259</b>			
AMOUNT SUBJECT TO SOCIAL SECURITY	<b>\$ 1,509,860</b>	\$ 93,611		\$ 93,611
AMOUNT SUBJECT TO MEDICARE	<b>\$ 1,633,259</b>		\$ 23,682	\$ 23,682
TOTAL				<b>\$ 117,294</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5687</span> Description: <span style="margin-left: 100px;">Memberships &amp; Subscriptions</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	37,160
PROJECTED ACTIVITY to END of FY:	35,000
Projected YEAR END TOTAL:	72,160
<b>PROPOSED Line Item Amount:</b>	<b>68,210</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	64,400
% Change Actual Year End compared to Proposed Line item amount.	(5.5%)
% Change to Previous Year Budget	5.9%
Dollar difference between proposed budget & current budget	3,810

**NARRATIVE:** See attached worksheet for detail of costs

Increase due to:  
Additional Membership to Water Research Foundation  
Increased ACWA Membership dues

**Spread:**

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

Worksheet 5687A		Budget Detail Worksheet	
<b>Line Item: Memberships &amp; Subscriptions</b>		<b>Description</b>	
<b>Acct. No. 5687</b>	<b>Amount</b>		
Alliance for Water Efficiency	\$ 200	Annual Membership*	
ACWA	\$ 12,000	Membership dues	
ACWA	\$ 10,000	Delta Sustainability Dues	
AWWA	\$ 2,000	Membership dues and technical publications	
BAWSCA	\$ 28,000	Annual assessment & dues	
California Emergency Utilities	\$ 500	Annual Membership	
California Urban Water Conservation Council	\$ 2,700	Annual Membership*	
Chamber of Commerce	\$ 600	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$ 5,000	Membership dues	
Half Moon Bay Review	\$ 60	Annual Subscription	
IAMPO	\$ 100	Subscription for Backflow Prevention Magazine	
Miscellaneous	\$ 1,000	Miscellaneous Dues/Memberships/Subscriptions	
Springbrook Users Group	\$ 100	Annual Users Group for Springbrook Software	
Water Education Foundation	\$ 1,000	Membership dues and technical publications	
Water Net	\$ 250	Publication*	
Water Research Foundation	\$ 1,500	Annual Membership Dues	
Water ReUse	\$ 600	Annual Association Dues	
Wellness Program	\$ 2,000	Wellness Program group membership in health club	
West Group (Formally Barclays)	\$ 600	Updates on California Code of Regulations regarding construction laws	
<b>TOTAL</b>	<b>\$ 68,210</b>		
		*Additional annual membership	



**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5688</b></span> <span style="margin-left: 100px;">Description:</span> <span style="margin-left: 20px;"><b>Election Expense</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

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

**NARRATIVE:**

Election of Two Candidates

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	<b>5689</b>	Description: <b>Union Expenses</b>
Actual Amount As Of:	31-Jan 2013	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
<b>PROPOSED Line Item Amount:</b>		<b>6,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **6,000**

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

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

Dollar difference between proposed budget & current budget 0

**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  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5700</b></span> <span style="margin-left: 100px;">Description: <b>County Fees</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	<b>13,794</b>
PROJECTED ACTIVITY to END of FY:	<b>1,000</b>
Projected YEAR END TOTAL:	<b>14,794</b>
<b>PROPOSED Line Item Amount:</b>	<b>16,700</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>15,900</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>12.9%</b>
% Change to Previous Year Budget	<b>5.0%</b>
Dollar difference between proposed budget & current budget	<b>800</b>

**NARRATIVE:**

1. The cost of the LAFCo budget, estimated .....	\$4,000.00
2. Hazardous Material Handling (Nunes & Denniston ) ....	\$3,500.00
3. Property Taxes	\$1,000.00
4. Annual Encroachment Permit	\$7,000.00
5. District Digital Mapping - Secured Master Data	\$1,200.00
	<b>\$16,700.00</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2013/2014

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5705</span> Description: <span style="margin-left: 50px;">State Fees</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	8,146
PROJECTED ACTIVITY to END of FY:	2,000
Projected YEAR END TOTAL:	10,146
<b>PROPOSED Line Item Amount:</b>	<b>14,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	18,600
% Change Actual Year End compared to Proposed Line item amount.	38.0%
% Change to Previous Year Budget	(24.7%)
Dollar difference between proposed budget & current budget	-4,600

**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	\$10,000
#2	\$1,000
#3	\$2,000
#4	\$1,000
	\$14,000

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5711</b></span> Description: <b>Existing Bonds - 1998A</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	<b>258,383</b>
PROJECTED ACTIVITY to END of FY:	<b>6,890</b>
Projected YEAR END TOTAL:	<b>265,273</b>
<b>PROPOSED Line Item Amount:</b>	<b>266,890</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **265,273**

% Change Actual Year End compared to Proposed Line item amount.	<b>0.6%</b>
% Change to Previous Year Budget	<b>0.6%</b>
Dollar difference between proposed budget & current budget	<b>1,617</b>

**NARRATIVE:**

ABAG Pooled Financing Program Series 1998A

September 2013 Payment	\$266,890
Final Payment	_____
	\$266,890

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5712</b></span> Description: Existing Bonds - 2006B	
Actual Amount As Of: 31-Jan 2013	<b>338,865</b>
PROJECTED ACTIVITY to END of FY:	<b>143,000</b>
Projected YEAR END TOTAL:	<b>481,865</b>
<b>PROPOSED Line Item Amount:</b>	<b>483,859</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>481,296</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>0.4%</b>
% Change to Previous Year Budget	<b>0.5%</b>
Dollar difference between proposed budget & current budget	<b>2,563</b>

**NARRATIVE:**

CSCDA Pooled Financing Program Series 2006B

September 2013 Payment	\$343,867
March 2014 Payment	\$139,992
	\$483,859

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5713</b></span> Description: <b>Cont. to CIP &amp; Reserves</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2013</span>	<b>495,484</b>
PROJECTED ACTIVITY to END of FY:	<b>353,918</b>
Projected YEAR END TOTAL:	<b>849,402</b>
<b>PROPOSED Line Item Amount:</b>	<b>2,035,980</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>849,401</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>139.7%</b>
% Change to Previous Year Budget	<b>139.7%</b>
Dollar difference between proposed budget & current budget	<b>1,186,579</b>

**NARRATIVE:**

Contribution to CIP & Reserves	\$ 2,035,980
	\$ 2,035,980

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2013/2014**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5715</b></span> Description: Existing Bond-CIEDB 11-099	
Actual Amount As Of: 31-Jan 2013	<b>353,641</b>
PROJECTED ACTIVITY to END of FY:	<b>92,000</b>
Projected YEAR END TOTAL:	<b>445,641</b>
<b>PROPOSED Line Item Amount:</b>	<b>353,143</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>353,641</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(20.8%)</b>
% Change to Previous Year Budget	<b>(0.1%)</b>
Dollar difference between proposed budget & current budget	<b>-498</b>

**NARRATIVE:**

California Infrastructure & Economic Development Bank (I-Bank) - CIEDB-11-099

July 2013 Payment	\$263,046
January 2014 Payment	\$90,097
	\$353,143

**Spread:**

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



COASTSIDE COUNTY WATER DISTRICT  
 PLANNED CAPITAL PROJECTS  
 FISCAL YEARS 12/13 THRU 21/22

May 7, 2013

Origin FY	Number	Priority	Budget FY 12/13	Projected FY 12/13	Budget FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY13-22 Totals
Budget Projects up to Priority Level -->			3												
<b>PIPELINE PROJECTS - * Pending Further Pressure Testing</b>															
06	01	Avenue Cabrillo Phase I (Permitting/Design)	-	-	-										\$0
06	01	Avenue Cabrillo Phase I (Construction)	550,000	450,000	-										\$0
06	01	Avenue Cabrillo Phase II (Construction)	-	-	246,000										\$246,000
06	01	Avenue Cabrillo Phase III (Construction)	-	-	-	479,000									\$479,000
06	02	Highway #1 South Phase I / II	-	-	-				80,000	100,000	1,200,000				\$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement	100,000	75,000	-	75,000	75,000		1,000,000						\$1,150,000
07	04	Bell-Moon Pipeline Replacement Project	-	-	-				60,000	250,000					\$310,000
10	01	Main Street Pipeline Replacement Project - Phase 3	90,000	-	-	90,000	250,000								\$340,000
10	02	Bridgeport Drive Pipeline Replacement Project	-	-	110,000	840,000									\$950,000
12	01	Railroad Ave. Pipeline Relocation	148,000	130,000	-										\$0
12	02	Wave Valve Automation	-	-	-			50,000							\$50,000
12	03	CSPS Pipeline Air/Vacuum Relief Valves	-	-	20,000										\$20,000
13	01	Miramar Drive Pipeline Connection	-	-	-			50,000							\$50,000
13	02	Replace 8" Pipeline Under Creek at Pilarcitos Ave.	-	-	25,000	200,000									\$225,000
13	03	Avenue Portola Pipeline Replacement	100,000	120,000	-										\$0
14	01	Replace 12" WS line on 92 with 8"DI	-	-	-		100,000								\$100,000
		Pipeline replacement projects	-	-	-			500,000		900,000		1,500,000	1,500,000	1,500,000	\$5,900,000
\$11,200,000															
<b>WATER TREATMENT PLANTS</b>															
99	05	Denniston - Maintenance Dredging	31,000	30,100	60,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	\$343,500
13	04	Denniston Reservoir Restoration	-	-	-			1,000,000							\$1,000,000
10	02	Denniston - Intake construction	100,000	-	-										\$0
12	04	Denniston - Treated Water Booster Station	200,000	75,000	600,000										\$600,000
13	05	Denniston WTP Emergency Power	-	-	-					500,000					\$500,000
10	04	Nunes - Floc Drive Repair	-	-	-										\$0
08	05	Nunes - Plant Painting	-	-	-										\$0
08	06	Nunes - Filter to Waste System	-	-	-			80,000							\$80,000
08	07	Nunes - Filter Valve Replacement	-	-	-		30,000	30,000	30,000	30,000	30,000				\$150,000
08	27	Nunes - Modify Filters for Rate of Flow Control	-	-	-			260,000							\$260,000
12		Nunes - Return Washwater Pump Replacement	-	-	-										\$0
12	14	Nunes - Hydropneumatic System Improvements	-	-	40,000										\$40,000
		Nunes - DR5000 Analyzer	-	-	-										\$0
12	05	Nunes - Access Road Repaving	-	-	100,000										\$100,000
13	06	Nunes Flash Mixer	15,000	15,000	-										\$0
13	07	Nunes SCADA Integration	75,000	75,000	-										\$0
13	08	Nunes Sludge Ponds Level Indication	15,000	10,300	-										\$0
13	09	Nunes Replace Washwater Return Pump #2	25,000	25,000	-										\$0
14	02	Nunes - Replace Sludge Pond Media	-	-	25,000	25,000									\$50,000
14	04	Denniston - Dust Control	-	-	10,000										\$10,000
14	06	Nunes - New 1720E Turbidimeters (4)	-	-	-	35,000									\$35,000
14	07	Nunes - New Surface Scatter 7 Turbidimeter	-	-	7,000										\$7,000
14	08	Nunes - New Storage Box	-	-	7,000										\$7,000
14	09	Denniston - PS roof replacement	-	-	7,000										\$7,000
14	10	Nunes - Emergency Power Switchgear	-	-	30,000										\$30,000
13		Nunes Replace Sludge Ponds Sump Station Pump #2	-	-	-										\$0
\$3,219,500															



COASTSIDE COUNTY WATER DISTRICT  
 PLANNED CAPITAL PROJECTS  
 FISCAL YEARS 12/13 THRU 21/22

May 7, 2013

Origin FY	Number	Priority	Budget FY 12/13	Projected FY 12/13	Budget FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY13-22 Totals
Budget Projects up to Priority Level -->			3												
14	19	CSPS Spare 350 HP motor	-	-	-	-	-	-	50,000	-	-	-	-	-	\$50,000
14	20	CSPS Communication to Cahill Ridge	-	-	20,000	-	-	-	-	-	-	-	-	-	\$20,000
14	21	EG Tank #2 generator	-	-	-	-	50,000	-	-	-	-	-	-	-	\$50,000
14	22	EG Tank #1 generator	-	-	-	-	-	50,000	-	-	-	-	-	-	\$50,000
14	23	Alves Tank Generator Enclosure	-	-	15,000	-	-	-	-	-	-	-	-	-	\$15,000
\$2,855,000															
<b>DENNISTON WTP (LONG-TERM) IMPROVEMENTS</b>															
08	23	Denniston Pre/Post Treatment Construction	1,500,000	2,700,000	-	-	-	-	-	-	-	-	-	-	\$0
\$0															
<b>WATER SUPPLY DEVELOPMENT</b>															
13	12	CCWD-MWSD Emergency Intertie - Planning	25,000	-	25,000	-	-	-	-	-	-	-	-	-	\$25,000
14	25	Water Shortage Plan Development	-	-	50,000	50,000	100,000	-	-	-	-	-	-	-	\$200,000
14	24	Denniston/San Vicente EIR & Permitting	-	-	100,000	50,000	50,000	-	-	-	-	-	-	-	\$200,000
12	12	San Vicente Design	300,000	-	300,000	-	-	-	-	-	-	-	-	-	\$300,000
12	13	San Vicente Construction	-	-	-	1,000,000	1,000,000	-	-	-	-	-	-	-	\$2,000,000
\$2,725,000															
Prior Year and Unscheduled Project Total															
Adjustments															
<b>TOTALS</b>			\$4,873,000	\$4,163,400	\$3,665,000	\$3,612,000	\$2,328,000	\$2,938,000	\$2,218,000	\$2,448,000	\$1,563,000	\$1,600,000	\$1,568,500	\$1,600,000	\$23,540,500
FY 13 Budget Totals					\$4,680,000	\$1,737,000	\$1,121,000	\$2,213,000	\$1,344,000	\$2,015,000	\$1,500,000	\$1,500,000	\$1,500,000		\$22,483,000
FY12 Budget Totals					\$4,122,500	\$2,027,000	\$1,201,000	\$1,113,000	\$1,633,000	\$1,165,000	\$1,500,000	\$1,000,000			\$23,424,500

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** March 12, 2013

Report

Date: March 7, 2013

**Subject:** General Manager's Report

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### **Recommendation:**

None. Information only.

### **Background:**

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

#### **1. Savings Due to BAWSCA Bond Issue and Debt Prepayment**

At a meeting with member agency representatives on March 7, BAWSCA presented the proposed FY 13/14 bond surcharges, along with the annual savings delivered by the prepayment. The savings for Coastside County Water District would be \$40,210 (\$281,454 bond surcharge versus \$321,664 capital recovery payment).

#### **2. Art Jensen Retirement**

In a March 6, 2013 letter to the BAWSCA Board of Directors (copy attached), Art Jensen announced that he would be retiring in September of this year. Under Art's leadership, BAWSCA has been extremely effective in representing the wholesale customers' interests in our relationship with the San Francisco Public Utilities Commission and has expanded its role to include planning for the future water needs of its members.



Date: March 6, 2013  
To: The BAWSCA Board of Directors  
From: Art Jensen, Chief Executive Officer  
Subject: My Retirement

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I have decided to join my wife in retirement and begin a new chapter in our lives, spending time with family, teaching, consulting and pursuing a variety of personal interests. My plan is to serve as BAWSCA's CEO until the end of September this year, providing approximately six months for an effective transition to maintain BAWSCA's momentum as a results-driven organization.

It has been an honor to serve the water customers of the Bay Area for the last 37 years, 32 of which included service to customers in the BAWSCA area. The most fulfilling experience of my professional career has been working with the BAWSCA staff, your Board, and our 26 member agencies since the Agency was authorized by the California legislature in 2002 and formed in 2003.

The legislature authorized BAWSCA to be a multi-county agency to represent the water interests of customers in Alameda, San Mateo, and Santa Clara counties who rely on the San Francisco Regional Water System. BAWSCA meets this challenge by maintaining a laser-like focus on achieving its three goals: a reliable supply of high quality water at a fair price.

BAWSCA's professional and highly capable staff focuses on critical results and the Board provides strong policy-level support to protect the public health, safety and economic well-being for 1.7 million residents, over 30,000 businesses, and countless community agencies.

We can take pride in the valuable results accomplished over BAWSCA's first ten years. As we think about BAWSCA's achievements, it is important to remember that the creation of BAWSCA coincided with passage of another bill in 2002, which mandated that San Francisco rebuild its earthquake-vulnerable regional water system.

Among BAWSCA's achievements are six concrete results for its constituents:

- San Francisco has formally adopted a total of 16 BAWSCA recommendations for keeping the \$4.6 billion program to rebuild the system on scope, on budget and on schedule;
- The new 25-year Water Supply Agreement which BAWSCA negotiated with San Francisco, greatly expands San Francisco's commitments to customers outside of the city who pay two-thirds of the cost of the system;
- An agreement brokered by BAWSCA and approved by the 26 agencies to share water from the Regional Water System during droughts;
- A vote for BAWSCA agencies on any plan created by San Francisco to drain Hetch Hetchy Reservoir protects water users outside of San Francisco;
- Award-winning regional water conservation programs save water, save money and leverage the limited staff of our member agencies;

- \$62 million of savings for BAWSCA's agencies by issuing bonds to prepay capital debt owed to San Francisco and over \$17 million by reviewing and correcting San Francisco's allocation of costs to BAWSCA agencies.

In addition, BAWSCA is changing San Francisco's perception and treatment of its customers outside San Francisco. As Commissioner Moran stated to the Board in July 2012: "...[the] San Francisco PUC is stronger by having BAWSCA be strong and able to represent your interests to us capably."

Not surprisingly, however, our water customers face more challenges:

- State oversight of San Francisco's rebuilding of the system ends in 2015 and must be extended during the next legislative session;
- Federal regulatory agencies may require more water be devoted to maintaining naturally spawning fisheries, potentially reducing water available for customers;
- The Water System Improvement Program will not be completed until at least 2018, and costs are nearing the approved budget set by San Francisco. BAWSCA must monitor that construction closely to protect its constituents and their money;
- BAWSCA must ensure San Francisco meets or exceeds its contractual commitments;
- San Francisco has not committed to meet the foreseeable water needs of our communities, leaving the future of our communities uncertain;
- San Francisco may or may not continue serving water to San José and Santa Clara; and
- BAWSCA must complete and implement its Long-Term Reliable Water Supply Strategy to ensure our agencies have viable options to meet future needs with adequate reliability.

I am confident that BAWSCA can successfully meet these future challenges with continued strong Board support and CEO leadership, its staff of seasoned professionals, and its team of consultants and experienced legal and strategic counsels.

The future success of BAWSCA's value-added service to water customers continues to be the single most important matter to me. To this end, I have made it a high priority to draft a transition plan to maintain BAWSCA's strength and effectiveness. The transition plan will include my recommendations to identify and attract strong candidates and ensure that the next CEO will have the resources, as I have had, to lead the agency.

This transition plan will be presented to the Chair and the leadership of the Board within the next week for their consideration and input. Over the next six months, I will work with the Board, the staff, our counsels, and our many allies to help achieve a smooth transition.

It has truly been an honor and a privilege to work with you. I look forward to reading about BAWSCA's next triumph. And the one after that. And the one after that.

Thank you for the authority you entrusted to me, the support you provided and the extraordinary opportunity to serve you, our agencies and their water customers.

Art Jensen  
Chief Executive Officer

## **MONTHLY REPORT**

**To:** David Dickson, General Manager  
**From:** Joe Guistino, Superintendent of Operations  
**Agenda:** March 12, 2013

**Report**  
**Date:** March 5, 2013

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### **Monthly Highlights**

#### Denniston Treatment Improvement Project

We produced almost 2 million gallons (MG) and resolved some significant operational issues.

#### Pipeline Replacement Projects

The Railroad Avenue Main Relocation Project is complete and the Avenue Cabrillo Project is 99% complete. Staff also worked on scheduling pipeline replacement projects for the next 10 years.

### **Source of Supply**

Denniston Reservoir, Crystal Springs Reservoir, Pilarcitos Reservoir and Pilarcitos Wells 1, 4A and 5 were the sources of supply in February. We ran on Pilarcitos from 1 to 14 February, Crystal Springs Pump Station (PS) from 14 -19 then back to Pilarcitos. Pilarcitos Wells contributed 300 gallons per minute (gpm) for a total of about 13 MG

### **Activities Update:**

#### Crystal Springs P2 Check Valve

Part of our capital improvement project (CIP) involved replacing the check valves for the individual crystal springs pumps. Installation of the new check valve on P2 marks the end of this replacement project.

#### Pipeline Replacement Projects

Staff went over pipeline replacement requirements for the next 10 years. Top priority will be replacement of the 2" galvanized pipes remaining in the downtown section of Half Moon Bay. Once this is complete, we may be able to increase the pressure to the south of town by 5-10 pounds per square inch (psi). Other priorities went to replacing the 2" plastic lines in the Grandview neighborhood and the cast iron mains in the Kehoe development.

#### Stone Dam Temporary Pipeline

The result of the survey done on the San Francisco Public Utility Commission (SFPUC) system and our temporary pipeline showed that the highpoint of the temporary pipe is near the beginning of its run and the top of the temporary pipe is

about 3" higher than the water level in the SFPUC aqueduct. This may be the cause of the air problems that are preventing us from achieving higher flows through this system. We hope to achieve a minimum of 1800 gpm once we resolve the air issue.

#### Crystal Springs Surge Tank, Pump, Communication Issues and Switchgear

Calcon will be performing required maintenance and making some operational improvements to the Crystal Springs PS surge tank over the next few months.

Last summer Pump Repair Services removed the motor on P1 to repair an oil leak that had developed. They brought it in to the E&M company who made the repairs and sent it back to us for installation. Once installed, the leak returned. Pump Repair will be removing the pump again and doing a thorough analysis as to this problem at no cost to us.

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

##### Meetings Attended

- 5 Feb - Denniston Treatment Improvement Project punch list walkthrough
- 6 Feb - Facilities Committee meeting
- 12 Feb - Met with EKI, Anderson Pacific and HMB Building and Supply to sort out an issue with rejected concrete during the early stages of the Denniston Treatment Improvement Project.
- 13 Feb - Operation and Maintenance (O&M) Staff meeting
- 13 Feb - Bay Area Water Supply and Conservation Agency (BAWSCA) Water Quality (WQ) meeting
- 25 Feb - CIP development meeting with general manager (GM)
- 26 Feb - Denniston Treatment Improvement Project final walkthrough
- 27 Feb - National Pollution Discharge Elimination Survey (NPDES) Task Force meeting at SFPUC
- 28 Feb - Special Board meeting on CIP

##### Safety Meetings and Training

There was no Safety Committee Meeting in February.

CINTAS Safety Training was held on 13 Feb on fall protection. Winch, Jahns, Bruce, Patterson, and Damrosch were in attendance.

##### Tailgate safety sessions in January

- 4 Feb - Safe Driving in Adverse Weather Conditions
- 19 Feb - Don't Let Chemicals Get to You!
- 25 Feb - Night Work: Reduced Visibility Increases Hazards

##### Training

See Denniston Treatment Improvement Project below.

Treatment/Distribution Operator Logan Duffy and Maintenance Worker Dustin Jahns attended certification training for two days each in Vacaville on the week of 25 February.



## **Regulatory Agency Interaction**

### California Department of Public Health (DPH)

There was no contact or interaction with the DPH in February

### Regional Water Quality Control Board (RWQCB)

I met with Susan Glendening of the RWQCB at the NPDES Task Force meeting on 27 February during our discussions on discharge requirements for drinking water.

## **Projects**

### Denniston Water Treatment Improvement Project.

In spite of a few startup related operational and control problems, we were able to produce 1.53 MG of water in February. Staff worked with Kennedy/Jenks to identify and resolve problems related to manganese removal in the filters which caused some water quality complaints. The plant has run well at 400 gallons per minute and at higher flow rates, and we anticipate higher production for March.

Operators have been trained as follows:

8 February - Training of the operators on the control systems for the clarification process.

Operators still need some formal training by Calcon on the Supervisory Control and Data Acquisition (SCADA) operating system, which will occur in March.

On 14 February, Director Reynolds toured the plant with Dave Dickson and Sean Donovan and reported to be very pleased with the results.

### Avenue Cabrillo and Railroad Avenue Main Replacement Projects

The Railroad Avenue Main Replacement Project is complete. There are remaining issues to be resolved on the Avenue Cabrillo Project before we can issue a completion notice.

### El Granada Tank 2 Renovation

Staff has reviewed the plans and specifications for El Grenada Tank 2 and submitted our comments to District Engineer Jim Teter for finalization. We hope to be able to get this project out to bid in March.

### Avenue Portola Main Replacement

Plans and bid documents are ready and the project will go out to bid in March.

### Hazen's Tank Replacement Project

We propose to replace this redwood tank with a bolted steel tank of the same capacity with separate inlet and outlet lines to keep water quality from deteriorating. I have also invited tank manufacturers to view the site. We hope to be able to send this project out to bid in May.

## STAFF REPORT

**To:** Board of Directors  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** March 12, 2013  
**Subject:** Water Resources

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This report includes:

- Update on the 2013 Water Year (October 1, 2012 through September 30, 2013)
- 

- **Update on the 2013 Water Year - Hydrological Conditions**

Observations from the National Oceanic and Atmospheric Administration weather station (No. 04-3714-04) report a total of 15.54 inches of precipitation for Half Moon Bay in the 2013 water year. This is below average (82%) precipitation for water year-to-date.

The California Department of Water Resources performed a third snowpack (frozen reservoir) survey for water year 2013 on February 28<sup>th</sup>. The results revealed that the statewide water content is below average (66%) for year-to-date and below average (57%) for the season.

Observations from San Francisco Water (San Francisco Public Utilities) are that the snowpack for the Hetch Hetchy watershed is about 78% of normal year-to-date and 68% of normal for the season. These observations are more positive than the statewide measurements that the California Department of Water Resources reported after their third snowpack survey.

