COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 12, 2011 – 3:00 p.m.

AGENDA

1) ROLL CALL

2) PUBLIC COMMENT

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

3) CLOSED SESSION

A. Conference with Labor Negotiator
Pursuant to California Government Code §54957.6
Agency Designated Representatives: General Manager
Employee Organization: Teamsters Union, Local 856

4) RECONVENE TO OPEN SESSION

Public report of closed session action.

5) ADJOURNMENT

Accessible Public Meetings *- Upon request, the Coastside County Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, telephone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Requests should be sent to: Coastside County Water District, Attn: Alternative Agenda Request, 766 Main Street, Half Moon Bay, CA 94019.*

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 12, 2011– 7:00 p.m.

AGENDA

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

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

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

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

1) ROLL CALL

2) PLEDGE OF ALLEGIANCE

3) PUBLIC COMMENTS

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

4) PUBLIC HEARING (attachment)

- **To allow community input on Coastside County Water District's Water Short Contingency Plan**
- **Consider adoption of Resolution 2011-__ Authorizing the Approval of a Water Shortage Contingency Plan**

A. Open Public Hearing
B. Staff Presentation of Coastside County Water District's Water Shortage Contingency Plan
C. Public Comments
D. Close Public Hearing
E. Board Comments/Board Action

5) PUBLIC HEARING (attachment)

- **To allow community input on Coastside County Water District's implementation plan for complying with California Senate Bill SBx7-7**
- **Consider the economic impacts of the implementation plan; and**
- **Adopt a method, pursuant to Water Code Section 1068.20(b) for determining its urban water use target**
- **Consider adoption of Resolution 2011-__ Authorizing the Approval of a Baseline Daily Per Capita Use, an Urban Water Use Target, and an Interim Urban Water Use Target**

A. Open Public Hearing
B. Staff Presentation regarding implementation plan for complying with California Senate Bill SBx7-7
C. Public Comments
D. Close Public Hearing
E. Board Comments/Board Action

6) 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 March 31, 2011: Claims: $625,204.79; Payroll: $ 69,660.12 for a total of $694,864.91 (attachment)
B. Acceptance of Financial Reports (attachment)
C. Approval of Minutes of the March 8, 2011 Board of Directors Meeting (attachment)
D. Monthly Water Transfer Report (attachment)
E. Installed Water Connection Capacity and Water Meters Report (attachment)
F. Total CCWD Production Report (attachment)
G. CCWD Monthly Sales by Category Report (attachment)
H. March 2011 Leak Report (attachment)
I. Rainfall Reports (attachment)
J. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2011 (attachment)
K. Acceptance of Non-Complex Pipeline Extension– 411 Chesterfield Avenue (attachment)

7) MEETINGS ATTENDED / DIRECTOR COMMENTS

8) GENERAL BUSINESS

A. Award of Professional Services Agreement with Analytical Environmental Services for the preparation of an Environmental Impact Report for the Denniston/SanVicente Water Supply Project (attachment)
B. Award of Contract for Digital Mapping and GIS Implementation (attachment)
C. Resolution 2011-__Approving Loan Application with the California Infrastructure and Economic Development Bank for the Denniston Water Treatment Improvements Project (attachment)
D. Quarterly Financial Review (attachment)
E. Fiscal Year 2011-2012 Revenue and Expense Budget and Capital Improvement Program – Draft (attachment)

9) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS (attachment)

- Water Reclamation Update

- San Francisco Public Utilities Commission (SFPUC) Water Rate Proposal
- Alves Tank T-Mobile Site Evaluation

A. Operations Report (attachment)
B. Water Resources Report (attachment)

10) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

11) ADJOURNMENT

Monthly Report

To: **Coastside County Water District Board of Directors**
via David Dickson, General Manager
From: **Cathleen Brennan, Water Resource Analyst**

Agenda: **April 12, 2011**

Date of Report: **April 7, 2011**

Subject: **Water Shortage Contingency Plan**

Attachments: **Presentation and Resolution**

Recommendation:
Staff recommends adopting, by resolution, the Water Shortage Contingency Plan to be included in the District's 2010 Urban Water Management Plan.

Background:
Water shortage contingency planning and analysis is required for urban water suppliers and it must be included in the water supplier's Urban Water Management Plan. This requirement is part of the Urban Water Management Planning Act (California Water Code § 10632). In addition, California Water Code (CWC § 350-359) provides authority to the urban water supplier to declare water shortage emergencies and to implement regulations and restrictions to manage the water shortage emergency.

The objective of this requirement is to establish actions and procedures for managing water supply and water demand during water shortages. The Water Shortage Contingency Plan should minimize non-essential uses of water and conserve remaining supplies for the greatest public benefit. The intent is to maintain essential public health and safety and minimize adverse impacts on economic activity and environmental resources during periods of water shortage.

Fiscal Impact:
Periods of water shortage can burden the District's finances due to less revenue from water sales, increased work load for staff and the potential for penalties from the water wholesaler. This plan relies on the use of the District's reserves to help meet any gaps between revenues and expenses.

Water Shortage Contingency Plan

Coastside County Water District

Requirement

- The Urban Water Management Planning Act
  - California Water Code § 10632

Requires agencies to provide water shortage contingency planning and analysis and to include that analysis in their Urban Water Management Plan

Objectives

- Establish procedures for managing water supplies and demand during water shortages.
- Conserve supplies for greatest public benefit
- Prioritize domestic use, sanitation and fire protection
- Minimize adverse impacts on economic activity and the environmental resources

Required Elements

- Stages of Action, including up to a 50% reduction in water supply
- Estimate minimum water supply available
- Specify actions to be undertaken during a catastrophic interruption (power outages, natural disasters…)
- Additional mandatory prohibitions

Required Elements Continued

- Consumption reduction methods
- Penalties or charges for excessive use
- Analysis of the impacts of each action on revenues and expenditures
- A draft water shortage contingency resolution or ordinance
- Mechanism for determining actual reduction in water use

Water Supply During Dry Years

	Normal	Single	Multiple Dry Years		
	Year	Dry Year	Year 1	Year 2	Year 3
RWS Shortage	0%	10%	10%	20%	20%
Imported Water	800 MG	662 MG	662 MG	575 MG	575 MG
Local Sources	290 MG	145 MG	145 MG	48 MG	0 MG
Total Projected Available Water Supply	1090 MG	807 MG	807 MG	623 MG	575 MG

Stages of Action

Stage	Stage Name	Water Shortage Measurement
1	Water Shortage Advisory	0%-5 %
2	Water Shortage Warning	5%-10%
3	Water Shortage Emergency	10%-20%
4	Severe Water Shortage Emergency	20%-30%
5	Critical Water Shortage Emergency	30%-50%

Approach to Demand Reductions

- Residential Customers
  - Gallons per day per person allocation
- Commercial Customers
  - Percentage reduction from a base year
- All Customers
  - Financial Rationing
  - Specific Use Prohibitions and Restrictions

Stage 5 Water Supply Allocations

	50% Deficiency	
	% of Average	Million Gallons
Agriculture	50	46
Beaches Parks	25	1
Recreation	50	1
Marine	50	3
Restaurants	50	8
Commercial	50	23
Hotels	50	15
Schools	58	7
Residential	58	258
Dedicated Irrigation	0	0
Portable Meters	0	0
Total Demand	50	366
Demand Reduction	50	365

Stage 5 - Residential GPCD

Fixture	Multiplier	Efficiency	Gallons
Toilet	5 flushes	1.28 gallons per flush	7
Shower	7 minutes	2.0 gallons per minute	14
Clothes Washer	1/3 of the WF	4.5 WF	2
Kitchen Sink	3 minutes	2.2 gallons per minute	7
Dishwasher	1/3 of a cycle	6.5 gallons per cycle	2
Bathroom Sink	2 minutes	1.5 gallons per minute	3
Total			34

WF (water factor) is the number of gallons needed for each cubic foot of laundry

Conclusion

- Questions from the Board of Directors
- Open Public Hearing
  - Take comments from the public
- Close Public Hearing
- Board of Directors to Consider Resolution to Adopt the Water Shortage Contingency Plan to be included in the 2010 UWMP

Water Shortage Contingency Plan

Coastside County Water District

DRAFT April 12, 2011

Water Shortage Contingency Plan

Coastside County Water District

766 Main Street
Half Moon Bay, CA 94019
(650) 726-4405 | (650) 726-5245 fax
www.coastsidewater.org

Table of Contents

List of Tables

Acronyms, Abbreviations and Definitions

Ac-ft	Acre feet
Ac-ft/year	Acre feet per year
BAWSCA	Bay Area Water Supply and Conservation Agency
cf	Cubic foot
cfs	Cubic foot per second
CWC	California Water Code
District	Coastside County Water District
g/cycle	Gallons per cycle
GPCD	Gallons per day per capita
gpf	Gallons per flush
gpm	Gallons per minute
MG	Million gallons
MGD	Million gallons per day
MOU	Memorandum of Understanding
MWSD	Montara Water and Sanitary District
Plan	Water Shortage Contingency Plan
RWS	Regional Water System
SFPUC	San Francisco Public Utilities Commission
UWMP	Urban Water Management Plan
WF	Water Factor is the number of gallons needed for each cf of laundry

Introduction

This plan provides guidelines for Coastside County Water District to manage water supply and demand in the event of a water supply disruption. This plan addresses both progressive situations, such as those that are weather related, and more drastic and immediate situations, including facility emergencies and natural disasters. This Water Shortage Contingency Plan is an update of the Plan that was included in the 2005 Urban Water Management Plan.

Requirement

The Urban Water Management Planning Act (CWC § 10632) requires water agencies to provide water shortage contingency planning and analysis and to include that analysis in their Urban Water Management Plan.

Authority

California Water Code (CWC § 350-359) provides the authority for a water agency to declare a water shortage emergency through its governing body. The water agency has the power to implement and enforce regulations and restrictions to manage the water shortage emergency. The water agency shall adopt regulations and restrictions that conserve the water supply for the greatest public benefit with particular regard to domestic use, sanitation and fire protection.

Objective

The objective of the Plan is to establish actions and procedures for managing water supply and demand during water shortages. The overall intent of this plan is to develop strategies to minimize non-essential uses of water and to conserve remaining supplies for the greatest public benefit, with particular regard to domestic use, sanitation and fire protection. Implementation of the Plan will help the District maintain essential public health and safety and minimize adverse impacts on economic activity and environmental resources during periods of water shortage.

Service Area

Coastside County Water District is a coastal community in San Mateo County. The District has approximately seven thousand water service connections that provide potable water to roughly twenty thousand people in the City of Half Moon Bay and the unincorporated communities of El Granada, Miramar and Princeton by the Sea. The local area supports approximately six thousand jobs and seven thousand households.

Climate

The service area of the District has a mild climate typical of central and northern California. The rainy season is October through April with the annual average water year precipitation of 26.3 inches. The Pacific Ocean influences the climate along the coast with wind typical during the day and fog typical in the morning and evenings.

The upper Pilarcitos Creek watershed, which supplies water for the SFPUC's Pilarcitos Lake and the District's Pilarcitos Creek Canyon wells, has an average water year precipitation of

39.5 inches. The District relies on imported water from the Hetch-Hetchy watershed in the Sierra Nevada Mountain Range. The Hetch-Hetchy watershed has an average water year precipitation of approximately 35.6 inches. Two minor watersheds that supply runoff, to what the SFPUC considers to be local reservoirs, are the Crystal Springs Reservoir with an average water year precipitation of approximately 27.1 inches and the Calaveras Reservoir with an average water year precipitation of approximately 21.8 inches.

Water Shortage

A water shortage occurs when a geographic area experiences water demand that can't be met by current water supply. This can be caused by drought, natural disaster or water system failure. The term drought is used to indicate a water shortage but a drought is a meteorological occurrence, which describes less precipitation than average for a specific geographic area. It is possible for a geographic area to be in a drought but not have a water shortage. If a geographic area has extensive water storage compared to their demand, they may have enough water storage to make up for the deficit in precipitation for a defined period of time. It is also possible for a geographic area to have normal precipitation but find itself in a water shortage because demand is greater than the normal amount of precipitation can meet.

Water Shortage Impacts

Public Health

The District must balance the basic needs for health and safety for the residential population against the needs of the commercial, industrial, institutional and agricultural needs for water, to sustain employment and the economic stability of the community.

Risks to public health from a water shortage include impacts on water supply and water quality. Water quality can decline during a water shortage. As reservoir levels drop, water temperatures rise and the concentration of contaminants increase. The result is an increased risk of waterborne illness along with a negative impact on odor and taste. Impacts on food production can range from a collapse in fisheries to a decline in irrigated agriculture and grazing land.

Recreation

Most of the recreation in the District's service area is focused on the coastline. Day use of beaches and parks could be impacted, if there isn't enough water for restrooms and drinking. Hiking in the local hillsides may be restricted, if fire danger becomes a threat from human activity. Golf is a popular recreational sport for both local and visiting populations. If local golf courses are not able to irrigate their greens, it could result in a diminished golfing experience and fewer visitors coming to the area to play golf.

Wildfire

Wildlands in California can be strongly affected by drought. Moisture content decreases and plant materials become fuels that increase fire risk and can intensify wildfire behavior. A significant portion of the District's raw water transmission infrastructure is surrounded by open space wildlands vulnerable to fire. The northern section of the District's service area in is heavily wooded with eucalyptus trees, which are known for their fuel potential.

The local climate is influenced by cool temperatures and fog most of the year, so the risk of a wildfire is low during normal water years, but during an extended drought, the risk of wildfires is a recognized threat by both the community and the local fire protection district.

During a catastrophic wildfire, in a normal or drought period, the District's infrastructure would not be able to provide enough water to suppress a fire. At best, during a catastrophic wildfire, the District's infrastructure may be able to prevent structures from being destroyed and provide protection for some of the urban boundaries.

Infrastructure
If local sources were impacted by a drought or a natural disaster, the District would rely more on Upper Crystal Springs Reservoir, as a source of water. Raw water from Upper Crystal Springs Reservoir must be pumped over the Cahill Ridge to the Nunes Water Treatment Plant, which requires electricity.

During a power outage or facility failure at the Crystal Springs Pump Station, the District would rely on the Denniston Project, Pilarcitos Lake and Pilarcitos Creek wells (Pilarcitos Creek wells can only be operated from November through March). If the water level in Pilarcitos Lake is below the outlet, with permission from the SFPUC, the District could set up a temporary pumping system to draw water out of Pilarcitos Lake to supply the District. Nunes Water Treatment Plant has a generator that can operate the plant during a power failure and the District has a portable generator on a trailer that can be deployed where it is needed.

During droughts and water shortages, annual flushing of the distribution system will need to cease. This could impact water quality in the long term.

The District office and corporation yard have sufficient water and emergency rations to support a full crew for three days. An emergency generator is maintained in operable condition at all times at the District office and corporation yard.

Livestock
The City of Half Moon Bay and surrounding unincorporated areas have an agricultural base with many property owners that maintain livestock. In addition, there are recreationally based operations that have horseback riding and stables. The District must consider the needs of livestock when implementing any mandatory rationing.

Assessing Water Supply and Water Demand

Description of Water Sources
The District currently has three water supply sources, which consist of imported water, local surface water and local groundwater. Production from a specific water supply source can vary year to year, due to a variety of reasons. But during drought conditions, the District will rely more on imported water from the SFPUC sources. A brief description of each source is provided below in Table 1.

Table 1 – Water Sources (Million Gallons)					
Local			**Imported**		**Total**
Denniston Creek Project		Pilarcitos Creek	SFPUC		
Surface Water	Groundwater	Wells	Pilarcitos Lake	Crystal Springs Reservoir	
172.24	27.11	43.96	337.72	258.64	839.67
21%	3%	5%	40%	31%	100%
Based on a sixteen year average					

San Francisco Public Utilities Commission (SFPUC)
The District purchases roughly 71 percent of its total water supply from the SFPUC. On average, 40 percent of the District's annual water supply comes from Pilarcitos Lake and 31 percent comes from Upper Crystal Springs Reservoir. Purchases from the SFPUC are limited to approximately 2.175 MGD, until at least 2018, based on agreements with the SFPUC.

Pilarcitos Lake is a local reservoir owned and operated by the SFPUC. It is located in the coastal foothills north of the City of Half Moon Bay. It is totally dependent upon local precipitation and runoff.

Upper Crystal Springs Reservoir is a local reservoir owned and operated by the SFPUC. It is located in the foothills east of the City of Half Moon Bay. This reservoir is dependent upon imported water from the Regional Water System (RWS) and is supplemented by local runoff and local precipitation.

Pilarcitos Creek Wells
The District produces 5 percent of its water supply from a well field located in Pilarcitos Creek Canyon adjacent to Pilarcitos Creek. The District can pump from November 1st through March 31st of each year, as described in the license for diversion from the State Water Resources Control Board. The license also limits diversions to 1.5 cfs or 360 ac-ft/year. During drought conditions, supply from this source is extremely low since the wells are dependent upon Pilarcitos Creek (sub-surface) flow. Pilarcitos Creek flows are influenced by local runoff and by the SFPUC's operation of Pilarcitos Dam on upper Pilarcitos Creek.

Denniston Creek Project
The Denniston Project has two water supply sources: Denniston groundwater and Denniston Creek. Denniston groundwater comes from the Airport Subbasin of the Half Moon Bay Terrace Basin. On average, the District obtains 21 percent of its total water supply from Denniston surface water and 3 percent of its supply from Denniston groundwater. During drought years the production from Denniston Creek is extremely low because of the small watershed area. In addition, production from the Denniston well field may decrease during drought periods because of the lowering of the water table in the

Airport groundwater subbbasin. Denniston groundwater is used to supplement surface water diversions.

Facility Description
The District has two surface water treatment plants with a combined treatment capacity of 5.5 MGD. The Nunes Water Treatment Plant, located within the City of Half Moon Bay, treats raw water from Upper Crystal Springs Reservoir, Pilarcitos Lake and Pilarcitos Creek wells. The Denniston Water Treatment Plant, located in the County of San Mateo, treats raw water from Denniston Creek and Denniston groundwater. The District has eleven treated water storage tanks for a total of 8 MG of storage.

Description of Demand
On average, 61 percent of the District's water sales are to the residential sector. The second major water use sector is commercial, with an average of 16 percent of annual water sales. Floriculture (agriculture) is the third major water use sector with an average of 13 percent of annual water sales. Table 2 summarizes the average demand and percentage of total demand by sales class.

Table 2 - Average Annual Water Demand History

Sales Class	Average Demand	Percentage
Floriculture/Agriculture	97	13%
Commercial, Industrial and Institutional	117	16%
Residential	446	61%
Irrigation	67	9%
Portable Meters	4	1%
Total Average Demand (MG)	731	100%
Average Annual Demand (MGD)	2.00	
Based on a five year average		

Historic Water Shortage Records
The District has experienced water shortages in the past due to drought conditions. District customers have been very responsive to water rationing programs that have been implemented during critically dry periods in the past. Mandatory water rationing was in effect for all of 1977, 1978, 1988, 1990, 1991, and 1992 as well as four months in 1989 and 1993.

The residential sector has been particularly responsive to drought measures imposed by the District. In 1977, residential consumption dropped by 33 percent, the first year in which water rationing was instituted. Subsequent dry years, in which rationing was instituted, also saw significant reductions in residential water use: 1989, 24 percent; 1990, 40 percent; 1991, 32 percent; and 22 percent in 1993.

Most recently, there were three consecutive dry water years (2007-2008-2009) with 2007 being critically dry. Voluntary 10 percent rationing was implemented during this most recent drought and the District experienced a 17 percent reduction in total sales between 2007 and 2009. A significant difference between the water shortages in the 1970's and 1990's, compared to the most recent water shortage in 2007 to 2009, is that the District did

not have Upper Crystal Springs Reservoir as a source of water during the 1970's and 1990's water shortages. Upper Crystal Springs Reservoir became available to the District in 1994. During the most recent water shortage, the District relied upon the available water storage in Upper Crystal Springs Reservoir to avoid having to mandate water rationing.

Table 3 summarizes the historic water shortage episodes or periods in the District's recent past and the resulting rationing status.

Table 3 - Historic Water Shortage Episodes

Year	Production (MG)	Rationing Status	Inches Precipitation	Percent of Mean Precipitation
1976	475	Voluntary	14.72	55
1977	356	Mandatory	14.61	55
1978	450	Mandatory	34.15	128
1987	733	No Rationing	18.16	68
1988	632	Voluntary	20.17	76
1989	637	Mandatory	24.51	92
1990	593	Voluntary	16.45	62
1991	479	Mandatory	20.76	78
1992	548	Mandatory	24.19	91
1993	644	Mandatory	33.22	125
2007	932	Voluntary	18.78	71
2008	848	Voluntary	20.41	77
2009	761	Voluntary	20.48	77
Rainfall Data NOAA NCDC Station 43714				

After multiple consecutive dry years, it may be necessary to maintain voluntary or mandatory rationing within the District's service area for another year, once precipitation has returned to normal or above normal. This is illustrated in 1978 and again in 1993 in Table 3. It may take a couple of consecutive normal to above normal water years to allow surface water storage and ground water storage to recover.

During past water shortage emergency periods, residential accounts were allocated an average number of billing units per cycle per person. According to the District's Ordinance No. 26 (1990), permanent residents were allocated 7 units per billing cycle (approximately 87 gallons per day per person). In Ordinance No. 28 (1991), the District allocated 8 units per billing cycle per person (100 gallons per day per person).

Water Waste

The District originally adopted an ordinance (No. 1997-01) in 1997 that establishes rules and regulations prohibiting wasteful water use during a normal water supply situation and providing enforcement thereof. This ordinance was updated in 2008 (2008-01) to conform

to the California Urban Water Conservation Council's memorandum of understanding (MOU) for best management practices.

During times of mandatory rationing, this ordinance will not apply. The District will need to implement, with the Board of Directors approval, additional and specific regulations to prevent water waste during periods of mandatory rationing.

Impacts on Revenues and Expenditures

Successful water rationing programs lead to reduced water sales and reduced revenues. However, the District's expenditures do not decline in proportion to reduced sales because a large part of the District's expenditures are related to fixed capital costs, maintenance and operations. In addition, the District will pay more for imported water because the SFPUC will raise their wholesale rates to cover their reduced water sales and their increased administrative costs. During periods of rationing, the District's administrative costs and staffing costs will increase due to enforcement of new rules and complex billing structures.

Consequently, retail water rates will increase during years of water shortages when rationing programs are implemented. The District has an emergency reserve that it can use to cover increased costs, until it can implement and realize the benefit of adjusted water rationing rates, surcharges and penalties. The District will need to follow Proposition 218 requirements for the drought rates, which might cause a slight delay in the actual implementation of the drought rates.

Agreements

San Francisco Regional Water System (RWS)
The District purchases water from the SFPUC along with 25 other public and private water retailers. There are drought implementation plan agreements between the SFPUC and the SFPUC's wholesale customers, known as Tier 1, and among wholesale customers, known as Tier 2. Tier 1 is part of the 2009 Water Supply Agreement (WSA). These agreements allocate available water from the RWS during system wide shortages of 20 percent or less.

In drought years, the SFPUC will formally declare a water shortage between April 15th and April 31st. At this time, the SFPUC will declare the magnitude of the water shortage and determine the need for voluntary or mandatory actions. On June 1st, final drought allocations will be issued for the supply year beginning on July 1st through June 30th. In addition, monthly water budgets will become effective July 1st. Excess use charges will be implemented at the same time the monthly water budgets are implemented.

Since the District purchases anywhere from 70 percent to 90 percent of our water supply from the SFPUC, these agreements are critical to the District's drought planning and analysis. Table 4 summarizes the District's allocation from the SFPUC and the District's estimated local supply. The total projected water supply, during a single dry year and multiple dry years, includes purchased and local supplies.

Table 4 - Projected Water Supply During Dry Years					
	Normal Year	Single Dry Year	Multiple Dry Years		
			Year 1	Year 2	Year 3
SFPUC RWS Shortage	0%	10%	10%	20%	20%
SFPUC Wholesale Allocation (MGD)	184	152.6	152.6	132.5	132.5
SFPUC District's Allocation (MGD)	2.18	1.82	1.82	1.58	1.58
SFPUC District's Allocation (MG/Year)	800	662	662	575	575
District's Local Sources (MG/Year)	290	145	145	48	0
Total Projected Water Supply (MG/Year)	1090	807	807	623	575

Agreement for Emergency Water Supply

The District and Montara Water and Sanitary District (MWSD) entered into an agreement, as of October 18, 2010, for the mutual benefit of both districts, to provide a temporary, interruptible supply of water for use during a water shortage emergency.

For the purposes of this agreement, emergency water supply is defined as a temporary and interruptible supply of water to help alleviate a water shortage emergency. The water shortage emergency is when ordinary demands and requirements of the District's water users cannot be satisfied without depleting its water supply to the extent that there would be insufficient water for human consumption, sanitation and fire protection. The water shortage emergency has to be due to a lack of water supply caused by circumstances outside the District's reasonable control or damage to the water system facilities, as a result of a "Force Majeure". For the purposes of this agreement, Force Majeure means; fire, flood, earthquake, natural calamity or acts of God, and governmental action or inaction.

The implementation of this agreement is still under review by both agencies, but the District would likely only receive an emergency water supply from the MWSD during a critical water shortage emergency, as defined in this Plan.

Utility Billing

The District has a mix of monthly and bi-monthly billing. The District utilizes software from the vendor Springbrook Software, Inc. The District has been in contact with Springbrook Software, Inc. and is in the process of developing software modifications to allow for residential allocations based on gallons per day per person and commercial allocations based on a percentage reduction from a base year's consumption. The District uses the services of CSG Systems to prepare and mail the billing statements. CSG Systems also provides on-line payment options for customers of the District.

It would be beneficial for both the District and customers to have all customers on monthly billing during mandatory rationing. Monthly billing gives the customer faster feedback on meeting reduction goals and gives the District time to notify and work with customers having difficulty meeting reduction goals. For the District to go to monthly billing, it would

require hiring additional temporary staff to read meters and process the customer service tasks.

Determination of a Water Shortage

The SFPUC will notify the District by April 15th, if there will be a water shortage. The magnitude of the water shortage will be determined by June 1st and the District's allocation from the SFPUC will become effective July 1st. Since the District is dependent on imported water, the SFPUC's determination will be critical to implementing the Water Shortage Contingency Plan and determining which stage will be implemented.

The District monitors local precipitation to assist in determining the adequacy of local surface and groundwater sources. During periods of less than normal precipitation, the District will make a determination on how productive local sources will be for the upcoming fiscal year.

The District will take the SFPUC reduction and the District's projected reduction in local sources to determine the total reduction in production and the corresponding needed reduction in demand to be implemented on July 1st.

Approach to Demand Reduction

This plan provides five stages of response based on increasing severity, as progressively more serious conditions warrant. This type of response would be appropriate to a drought or other water shortages. The five stages are listed in Table 5:

Table 5 - Stages of Action

Stage	Stage Name	Water Shortage Measurement
1	Water Shortage Advisory	0%-5%
2	Water Shortage Warning	5%-10%
3	Water Shortage Emergency	10%-20%
4	Severe Water Shortage Emergency	20%-30%
5	Critical Water Shortage Emergency	30%-50%

These stages would be declared by the Board of Directors, as recommended by staff. Each water shortage episode is unique and will require individual water use restrictions to fit those unique circumstances.

The following is a brief written description of a general escalation of actions that would be taken by the District at the different stages.

Stage 1: Water Shortage Advisory
The public is informed as early as meaningful data are available that a possible shortage may occur. The District's water waste ordinance would be enforced to the maximum extent possible. The District would request voluntary water conservation to encourage

behavior changes and a reduction in irrigation. District staff would assess local sources and begin to prepare for implementation of mandatory rationing. This stage relies heavily on voluntary cooperation and support of customers to meet consumption reduction goals.

- Implement a public information campaign
- Coordinate with the BAWSCA and the SFPUC
- Coordinate and communicate actions with all District staff
- Implement a supply, production and consumption monitoring and reporting plan
- Plan for continuation and escalation of water shortage conditions
- Encourage leak detection and repair
- Educate public on water waste prohibitions

An example of the public message for Stage 1 – Water Shortage Advisory is:

"Due to significantly less than normal precipitation this water year, we are asking customers to voluntarily conserve water with a goal of achieving a 5 percent reduction in water consumption. Conserving water now will help keep water storage at adequate levels, if the water shortage should continue or worsen."

Stage 2: Water Shortage Emergency Warning
If water supply conditions worsen, this stage would begin to implement mandatory restrictions on water use. This stage would be a transitional stage to prepare customers and the District for the Water Shortage Emergency.

- Continue with actions and measures from Stage 1
- Escalate public information campaign
- Encourage meter reading by customers, so they can track their own water usage
- Perform outreach to major customers, regarding water supply status
- Designate days and times that irrigation is allowed, if voluntary measures are not meeting goals
- Study the impacts to revenue and develop a budget strategy for mitigating losses
- Inform the City of Half Moon Bay and the County of San Mateo of water supply status
- Inform the Coastside Fire Protection District of water supply status and request cooperation in reducing training exercises
- Prohibit the cleaning of exterior surfaces
- Suspend routine flushing of water mains
- Emphasize leak detection and repair for the system and customers

An example of the public message for Stage 2 – Water Shortage Emergency Warning is:

"Water supply conditions have worsened and it is now necessary to impose mandatory restrictions on water use. The District encourages customers to conserve water and to help the District achieve a 10 percent reduction in water consumption. Conserving water now will help maintain an adequate water supply to meet the public health and safety needs of the community."

Stage 3: Water Shortage Emergency
This stage would escalate mandatory restrictions. The District would transition into water allocations, if it hasn't already needed to implement allocations. Restrictions would emphasize reducing or prohibiting decorative landscape irrigation for commercial and residential customers. Penalties and surcharges would be implemented for non-compliance with mandatory restrictions.

- Continue with actions and measures taken in stages 1 and 2
- Establish a hotline to respond to questions and reports of water waste
- Implement residential and non-residential water allocations
- Consider going to system-wide monthly billing
- Consider a temporary moratorium on new connections
- Consider implementing drought rates and drought surcharges
- Consider prohibiting the installation of new lawn (turf)
- Provide information on legal gray water use for irrigation
- Contact the Coastside Fire Protection District and consider eliminating fire training exercises that use water
- Evaluate water waste prohibitions and consider adding more prohibitions

An example of the public message for Stage 3 – Water Shortage Emergency is:

"A serious water shortage emergency exists and it is necessary to conserve the available water supply for public health and safety, while trying to minimize negative impacts to the local economy. The District needs the cooperation from its customers to achieve a 20 percent reduction in water consumption. "

Stage 4: Severe Water Shortage Emergency
This stage would include mandatory restrictions and water allocations. At this stage decorative landscape irrigation would be prohibited and residential allocations would be severely reduced from the previous stage. Penalties and surcharges would continue to be implemented for non-compliance with mandatory restrictions.

- Continue with actions and measures taken in stages 1, 2 and 3
- Adjust residential and commercial allocations for a more severe water shortage
- Consider the prohibition of all new landscape installation
- Only allow irrigation for the survival of approved trees and edible crops
- Schedule staff for enforcement and customer service on the weekends
- Prohibit on-site fleet, dealership and residential vehicle washing
- Prohibit the use of portable meters, except for sewer agency
- Consider deferring capital improvement projects

An example of the public message for Stage 4 – Severe Water Shortage Emergency is:

"A severe water shortage emergency exists and it is necessary to conserve water to the maximum extent possible. The District needs the cooperation from all its customers to achieve a 30 percent reduction in water consumption."

Stage 5: Critical (catastrophic) Water Shortage Emergency
This stage is the most severe. The need for demand reduction could include a combination of mandatory measures, penalties and rate surcharges. Allocations would be implemented to meet the minimum health and safety standards. This could be used as the last stage of a progressive situation, such as a drought of increasing severity, or to address an immediate crisis, such as; a facility failure, natural disaster or power failure.

- Continue with actions and measures from stages 1, 2, 3 and 4
- Adjust allocations for a critical water shortage emergency
- Provide special notification to major users and the hospitality industry in the area
- Close public pools and public showers
- Prohibit water used for recreational purposes (showers and restrooms at public parks and camping facilities)
- Consider purchasing bottled water to provide to customers for nominal charge or free of charge
- For extended catastrophic emergencies consider the use of a portable treatment plant (membrane) to treat groundwater, brackish water or saltwater to supplement water supplies

An example of the public message for Stage 5 – Critical Water Shortage Emergency is:

"A critical water shortage emergency exists and there is only water to meet the most basic needs of the community. The hardship to residential and commercial customers is severe and the District appreciates the cooperation of its customers to meet a 50 percent reduction in water consumption."

Reduction by Sales Category

In developing the allocations among the different sales categories and stages, the needs for public health and a healthy economy were considered. During a water shortage, the priority for public health, sanitation and safety are given priority over other water uses.

Table 8 shows the water supply allocations at the different stages of a water shortage. The baseline (zero deficiency) is based on the most recent five year average demand by sales class. This table represents the analysis that must be done during every water shortage episode and at every water shortage stage because each water shortage episode has unique considerations based on the severity and cause of the water shortage. Each sales class or sector is listed with the percent of normal allocation and the allocation in million gallons. Based on the severity of the water deficiency and the resulting allocations, a plan can be developed to meet the necessary reductions. The actions and measures described for each stage are intended to meet the required reduction.

A population of 20,000 for the service area was assumed in the calculations for the residential component, as illustrated in Table 6. Table 6 represents the residential allocation at the different stages.

Table 6 - Residential Component of Stages		
Stage	Percent of Allocation	GPCD
0	100	61
1	95	58
2	90	55
3	80	49
4	75	46
5	58	34

Table 6 illustrates per person allocations and the percent of a normal year's allocation. The most severe water shortage stage allocates approximately 34 gallons per day per person. This table shows the progression of reducing residential demand during the different water shortage stages and confirms that enough water has been allocated to meet the basic domestic sanitation needs of the residential population.

With high efficiency fixtures and significant hardship, 34 gallons per day per person should provide enough water to meet the health and safety standards for residential customers. There will be some individuals with special medical needs that will need additional water allocated and any rationing scenarios implemented will need to take into account customers with special needs.

Table 7 illustrates how a dwelling with high efficiency fixtures could meet the most severe water shortage allocation of 34 gallons per day per person.

Table 7 - Stage 5 Residential GPCD			
Fixture	Multiplier	Efficiency	Gallons
Toilet	5 Flushes	1.28 gpf	7
Shower	7 minutes	2.0 gpm	14
Clothes Washer	1/3 WF	4.5 WF	2
Kitchen Sink	3 minutes	2.2 gpm	7
Dishwasher	1/3 cycle	6.5 g/cycle	2
Bathroom Sink	2 minutes	1.5 gpm	3
Total			34

For non-residential customers, a percent reduction from a chosen base year would be the method for reducing water demand. This method is commonly used as a method for non-residential customers because it is considered easy to understand and to administer. The negatives of this method are that it can be perceived as penalizing customers that are water efficient because they will be asked to reduce consumption from a base consumption that is already water efficient.

To some extent, financial rationing will be in place for all customers because rates will be higher and special penalties and charges will be in place for customers that use more water than they are allocated. Financial rationing gives an added incentive to reduce water consumption.

Another rationing method that will be used for all customers are specific use restrictions which prohibit certain uses of water; such as surface washing, vehicle washing, new connections and irrigation restrictions. This method is used in instances where other rationing methods might not be effective or there is the need for an immediate reduction in water use. This method is time and staff intensive because it requires patrolling the service area to look for violations.

Enforcement

During prior water shortage periods, the District implemented excess use fees to residential customers who consumed more water than their allocation. The fees were determined based on an allocation formula that considered, among other things, the number of residents per residential housing unit. Other enforcement measures used by the District include the installation of flow restrictors on a water service and turning off water service for specified time periods.

Table 8 – Water Supply Allocations

	Baseline 0% Deficiency		Stage 1 5% Deficiency		Stage 2 10% Deficiency		Stage 3 20% Deficiency		Stage 4 30% Deficiency		Stage 5 50% Deficiency	
	Allocation		Allocation		Allocation		Allocation		Allocation		Allocation	
	%	MG	%	MG	%	MG	%	MG	%	MG	%	MG
Floriculture/Agriculture	**100**	**97**	95	92	95	92	90	88	83	81	50	49
Beaches and Parks	**100**	**5**	95	4	95	4	90	4	75	3	25	1
Recreation	**100**	**2**	95	2	95	2	90	1	80	1	50	1
Marine Related	**100**	**6**	95	6	95	6	90	6	83	5	50	3
Restaurants	**100**	**16**	95	16	95	16	90	15	83	14	50	8
Commercial	**100**	**46**	95	44	90	41	90	41	80	37	50	23
Hotels & Motels	**100**	**31**	95	29	95	29	90	28	83	25	50	15
Schools	**100**	**12**	95	11	90	11	90	11	83	10	58	7
Residential	**100**	**446**	95	423	90	401	80	356	75	334	58	258
Dedicated Irrigation	**100**	**67**	95	64	80	54	50	33	0	0	0	0
Portable Meter Sales	**100**	**4**	75	3	70	3	50	2	25	1	0	0
Total Demand	**100**	**731**	95	694	90	658	80	585	70	512	50	366
Demand Reduction	**0**	**0**	5	37	10	73	20	146	30	219	50	365
Residential gpcd		61		58		55		49		46		34

Appendices

Appendix A

Sample Drought Ordinance

ORDINANCE NO. _____

COASTSIDE COUNTY WATER DISTRICT

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR RATIONING WATER DURING A WATER SHORTAGE EMERGENCY AND ESTABLISHING PENALTIES FOR VIOLATIONS THEREOF

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

Section 1: Findings and Determinations

This ordinance is adopted in light of the following facts and circumstances, which are hereby found and declared by the Board of Directors.

Whereas, the District obtains the majority of its water from the San Francisco Public Utilities Commission (SFPUC) and is substantially dependent on the SFPUC supply throughout the year and particularly in dry years.

Whereas, the SFPUC has, on (insert date), found that due to (add qualifier; critically or severely) low water supplies within the reservoirs and anticipated low levels of inflow into such reservoirs, water consumption must be decreased and has declared a water shortage emergency.

Whereas, the SFPUC has adopted a water conservation program under which the amount of water allocated to the District will be reduced by approximately (insert percentage) during fiscal year (insert year).

Whereas, the District's local sources of water, which supplement the water supplies purchased from SFPUC, are also below normal as a result of (insert number of years or months) of below normal precipitation.

Whereas, the actions of the SFPUC, and the reduced amount of water available from local sources, a water shortage emergency exists within the area served by the District.

Whereas, the rules, regulations and restrictions set forth in this ordinance are intended to conserve the water supply of the District for the greatest public benefit with particular regard to domestic use, sanitation and fire protection.

Whereas, according to the District's Water Shortage and Drought Contingency Plan, conditions exist to implement Stage (insert stage number and description here), as developed under authority of California Water Code Section 10632.

Whereas, the specific uses prohibited or restricted by this ordinance are nonessential, and if allowed would constitute wastage of District water, and should be prohibited pursuant to the District's authority under California Water Code section 350 – 359 et seq., California Water Code Section 31026 et seq., and the common law.

Whereas, the actions taken hereinafter are exempt from the provisions of Section 21000 et seq. of the Public Resources Code as a project undertaken as immediate action necessary to prevent or mitigate an emergency pursuant to Title 14, California Code of Regulations Section 15269 and as a project undertaken to assure the maintenance, restoration or enhancement of a natural resource pursuant to Title 14, California Code of Regulations Section 15307.

Section 2: Definitions

A. "District" means Coastside County Water District
B. "General Manager" means the General Manager of the District.
C. "Person" means any person, firm, partnership, association, corporation, company, organization or governmental entity.
D. "Customer" means any person, whether within or without the geographic boundaries of the District, who uses water supplied by the District.
E. "Billing Unit" means a quantity of water equal to 100 cubic feet (ccf) or 748 gallons.
F. "Account" means a metered or unmetered water service.

Section 3: Prohibition of Nonessential Water Use

It shall be unlawful for any person to use water obtained from the water system of the District for nonessential uses as hereinafter defined in Sections 4 and 5.

Section 4: Allocations

A. Use of water in excess of the following allocation is hereby determined to be nonessential:

1. Residential Accounts
   a. Basic Allocation: The allocation for each billing period (monthly or bi-monthly) shall be:

      1. Minimum Allocation: Residential customers shall be granted an allocation based on the number of permanent, full-time residents. A customer shall submit evidence, satisfactory to the General Manager, of the number of permanent, full–time residents. The minimum allocation for a billing period is determined as follows:

Number of full-time permanent residents per living unit	Bi-Monthly Allocation (in billing units)	Monthly Allocation (in billing units)
One person	(insert ccf)	(insert ccf)
Second Person	(insert ccf)	(insert ccf)
Each Additional Person	(insert ccf)	(insert ccf)
For example, the minimum bi-monthly allocation for a living unit with three permanent, full-time residents would be (insert ccf) billing units.		

2. Maximum Allocation: No residential customer shall be entitled to an allocation of more than (insert ccf) billing units during a bi-monthly billing period.

3. Allocation for Livestock: Residential customers shall be entitled to an allocation for livestock: The allocation for a billing period is determined as follows:

Livestock	Gallons Per Day
Horse	12
Cow	20-45
Pig	5
Sheep/Goat	2
Poultry/Fowl	15/Q100
University of New Hampshire Cooperative Extension "water conservation on dairy and livestock farms"	

2. Non-Residential Customers

(fill in percent) of the base year (insert base year) during the corresponding billing period is allowed.

3. Dedicated Irrigation Customers

(fill in percent) of the base year (insert base year) during the corresponding billing period is allowed.

4. Raw Water Customers Under Contract

During a water emergency, customers under special contract shall not receive any water.

5. Allocation Where No Past History Exists

When water records are not available, individual allocations will be calculated on the basis of the current occupancy.

Section 5: General Prohibitions

The following uses of water are hereby determined to be nonessential:

A. Use of water through any meter when the customer has been given 24 hours notice to repair broken or defective plumbing, sprinkler, watering or irrigation systems and has failed to effect such repairs.

B. Use of water which results in flooding or runoff in gutters or streets.

C. The use of non-recycled water for washing cars, buses, boats, trailers, motorcycles, vehicles, and other equipment, except for washing with a bucket and rinsing with a hand held hose equipped with a nozzle with a positive shutoff valve.

D. Use of water through a hand-held hose for washing sidewalks, walkways, driveways, patios, parking lots, tennis courts, or other hard surfaced areas.

E. Use of water for initially filling or refilling any swimming pool, sauna or hot tub constructed after the date of this ordinance.

F. Use of water for construction purposes, such as dust control and consolidation of backfill.

G. Service of water by restaurants except upon the specific request of the customer.

H. Use of water for residential and commercial decorative landscaped areas, unless the plants are edible and are intended to be used as a source of food for customers. Golf courses are exempt from this prohibition.

Section 6: Exceptions

Written applications for an exception to water use restrictions (Section 5) or for an adjustment to an allocation (Section 4) may be made to the General Manager on a form provided by the District.

The General Manager may grant an exception or adjust an allocation if he finds that (1) failure to do so would adversely affect the health, sanitation, fire protection or safety of the customer or the public, or (2) failure to do so would cause an unnecessary and undue hardship to the customer or the public, such as loss of jobs in the community. The General Manager may condition the exception or adjustment upon the customer's adopting practical water conservation measures.

A customer may appeal a decision of the General Manager to the Board of Directors. To do so, he or she must submit a written statement of the reasons for the appeal, together with evidence for support.

Section 7: Excess Water Use Charge

A. An excess use charge shall be imposed on water used in excess of a customer's allocation, during each billing period, as follows:

Amount in Excess of Allocation	Excess Use Charge
Up to 10% over allocation	(insert multiplier) times the applicable regular unit rate
10.01% -20% over allocation	(insert multiplier) times the applicable regular unit rate
20.01% - 25% over allocation	(insert multiplier) times the applicable regular unit rate
25.01% or more over allocation	(insert multiplier) times the applicable regular unit rate

B. The excess use charges are in addition to the basic rate for water used.

C. One billing unit will be subtracted from the consumption amount used to calculate excess use charges to account for the fact that meter reads are based on whole numbers, so the previous billing period's usage could be carried over to the next billing period, if it was less than 1ccf.

Section 8: Rates

A. The District shall recover the cost of increased rates imposed by the SFPUC.

Water Shortage Rates		
Sales Class	Consumption Range	$/ccf
Non Residential		
	1+	$ (insert dollar amount)
Residential		
	0-8	$ (insert dollar amount)
	9-25	$ (insert dollar amount)
	26-40	$ (insert dollar amount)
	41+	$ (insert dollar amount)

B. The District shall institute a water shortage surcharge to recover the increased costs of operations, maintenance and additional staffing needed for enforcement of rules and regulations. This surcharge is in addition to meter base charges.

Water Shortage Surcharge		
Meter Size	Monthly	Bi-Monthly
5/8 ”	$ (insert dollar amount)	$ (insert dollar amount)
5/8 ” (serving 2 dwelling units)	$ (insert dollar amount)	$ (insert dollar amount)
3/4 “	$ (insert dollar amount)	$ (insert dollar amount)
3/4 “ (serving 2 dwelling units)	$ (insert dollar amount)	$ (insert dollar amount)
1 “	$ (insert dollar amount)	$ (insert dollar amount)
1- 1/2 “ (1.5 “)	$ (insert dollar amount)	$ (insert dollar amount)
2 “	$ (insert dollar amount)	$ (insert dollar amount)
3 “	$ (insert dollar amount)	$ (insert dollar amount)
4 “	$ (insert dollar amount)	$ (insert dollar amount)

Section 9: Enforcement

A. Installation of Flow Restricting Devices

In lieu of, or in addition to, the penalties provided for in Section 356 and Section 31029 of the California Water Code, the District may, after one written warning, install a flow restricting device on the service line of any customer violating any of the provisions of this ordinance, including use of water in excess of the allocation set out on Section 4.

B. Charges for Installation of Flow Restricting Devices and Restoration of Service

Meter Size	Installation Charge	Removal Charge
5/8” to 1”	(insert charge)	(insert charge)
1-1/2” to 2”	(insert charge)	(insert charge)
3” and larger	(insert charge)	(insert charge)

First installation to be a minimum of 3 days; succeeding installations shall be a minimum of 10 days.

C. Discontinuance of Water Service

Continued water consumption in excess of the allocation may result in the discontinuance of water service by the District. A charge of (insert charge) shall be paid prior to reactivating the service.

Section 10: Effective Date

All provisions of this ordinance shall become effective immediately. Excess use charges shall become effective, and shall be included in billing statements commencing with billing statements mailed on or after July 1, (insert year).

Section 11: Severability

If any provision of this ordinance is held to be invalid, or unenforceable in particular circumstances, such invalidity shall not affect the remainder of the ordinance which shall continue to be of full force and effect and the Board declares this ordinance to be severable for that purpose.

Section 12: Publication

The Secretary is hereby directed to arrange for this ordinance to be published in a newspaper of general circulation in the District.

Passed and Adopted this (insert date) day of (insert month), (insert year) by the following vote:

Ayes:

Noes:

Absent:

_____
President, Board of Directors
Coastside County Water District

Attest:

_____
Secretary

Appendix B

Emergency Contact List

The complete and current emergency contact list can be found in the District's **Readiness Emergency Response & Emergency Communications Plan**.

Emergency Contact List			
Category		**Contact**	**Phone Number**
Public Safety			
	County Dispatch		650-363-4951
	Sheriff		650-726-4435
	County HAZMAT		650-802-4259
			650-363-4305
	Half Moon Bay Police Department		650-726-8288
		Sergeant	650-504-5080
		Chief	650-504-5077
	Coastside Fire Protection District		650-726-5213
		Chief	650-740-7245
			650-740-7248
Utilities			
	PG&E		650-726-6882
			650-222-6049
		Jay Strange	800-468-4743
			800-743-5000
	Sewer Authority Mid-Coastside		650-726-0124
	San Francisco Public Utilities Commission	Engineer	650-872-5900
		Water Quality	650-652-3102
		Paul Gambon	650-808-3811
			650-302-1733
		Pilarcitos Caretaker	415-518-2666
	USA		800-277-2600
	AT&T	Field Repair	800-332-1321
		Half Moon Bay Central	650-726-0027
		Test Center	800-924-9632
		Eric (Dispatch)	510-498-8023
	Montara Water And Sanitary District		650-728-3545
State Contacts			
	California Department of Public Health	Eric Lacy	510-620-3453
		Thuy Van Tsang	510-620-3602
	California Regional Water Quality Control Board		510-622-2300
		Lou Gonzles	510-622-2365
	Governor's Office of Emergency Services		916-845-8510
San Mateo County			
	San Mateo County Office of Emergency Service	Homeland Security	650-363-4790
	San Mateo County Harbor District		650-7264723
	San Mateo County Public Works	Steve Fischer	650-599-7281
	San Mateo County Environmental Health		650-627-8244
Schools			
	Cabrillo Unified School District		650-712-7160
Fuel			
	Alves Petroleum		650-726-4661
City of Half Moon Bay			
	City Manager		650-726-8270
	Public Works Department		650-726-8260
Laboratories			
	San Mateo County Public Health Laboratory		650-573-2500
	Monterey County Department of Public Health		831-755-4516

Appendix C

Reference Materials

City of Santa Cruz, City of Santa Cruz Water Department, Water Shortage Contingency Plan March 2009

Coastside County Water District, Coastside County Water District Readiness Emergency Response and Emergency Communication Plan June 2010

Coastside County Water District, Coastside County Water District Water System Emergency Response Plan 2009

State of California, California Natural Resources Agency and the Department of Water Resources, California Drought Contingency Plan November 2010

State of California, Department of Water Resources, Office of Water Use Efficiency and Transfers State of California Urban Drought Guidebook 2008 Updated Edition

RESOLUTION 2011-__

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AUTHORIZING THE APPROVAL OF A WATER SHORTAGE CONTINGENCY PLAN

WHEREAS, Section 10632 of the California Water Code requires the Coastside County Water District to maintain a water shortage contingency analysis within its Urban Water Management Plan; and

WHEREAS, Section 350-359 of the California Water Code provides authority for a water agency to declare a water shortage emergency and implement regulations to manage the water shortage emergency; and

WHEREAS, the District maintains a Water Shortage Contingency Plan and desires to update said plan to conform to the current Water Code and provide a guidance document for management of water shortages within the Coastside County Water District; and

WHEREAS, the District posted notice of its intent to modify its Water Shortage Contingency Plan and offered opportunity for public comment on the intended modifications;

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

1. The Water Shortage Contingency Analysis and Plan is hereby adopted and ordered to be filed with the California Department of Water Resources included in the District's 2010 Urban Water Management Plan.

2. The General Manager shall recommend to the Board of Directors regarding additional procedures, rules, and regulations to carry out the effective and equitable allocation of water resources during a water shortage.

PASSED AND ADOPTED this 12th day of April, 2011 by the following votes of the Coastside County Water District's Board of Directors:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Robert C. Feldman, President
Board of Directors

_____
David R. Dickson, Secretary of the Board

Monthly Report

To: **Coastside County Water District Board of Directors**
via David Dickson, General Manager
From: **Cathleen Brennan, Water Resource Analyst**

Agenda: **April 12, 2011**

Date of Report: **April 7, 2011**

Subject: **Water Conservation Act of 2009 (SBx7-7) Compliance**

Attachments: **Presentation and Resolution**

Recommendation:
Staff recommends adopting, by resolution, the approval of a baseline daily per capita use, an urban water use target, and an interim water use target to comply with the Water Conservation Act of 2009.

Baseline Daily Per Capita Use (ten year average): 128 gallons per capita per day
Base Daily Per Capita Use (five year average): 127 gallons per capita per day
Interim (2015) Urban Water Use Target: 124 gallons per capita per day
Final (2020) Urban Water Use Target: 120 gallons per capita per day

---

Background:
Governor Arnold Schwarzenegger signed into law, in November 2009, the Water Conservation Act of 2009, also known as SBx7-7. This was part of a comprehensive legislative package to address both urban and agricultural water use statewide.

The Water Conservation Act of 2009 set a goal of achieving a 20 percent statewide reduction in urban per capita water use by the year 2020, thus it became known as "20 by 2020". This legislation directed urban water retail suppliers to establish an interim per capita water use target to be met by 2015 and a final per capita water use target to be met by 2020.

These targets must be included in the 2010 Urban Water Management Plan. Coastside County Water District is subject to these requirements because it meets the definition of an urban water retail supplier.

Working with West Yost Associates, the District has determined that the Minimum Water Use Reduction Requirement is the recommended target method for complying with the

Water Conservation Act of 2009. The District's targets using the required minimum reduction are as follows:

- Interim (2015) Urban Water Use Target = 124 gallons per capita per day
- Final (2020) Urban Water Use Target = 120 gallons per capita per day

The current water use projections for the year 2015 and 2020, which includes plumbing code and current water use efficiency programs, predicts that the District will be just short of complying with these targets. The current projection has the District being at 127 gallons per capita per day in 2015 and 124 gallons per capita per day in 2020. Therefore, the District will need to increase activity of its current water use efficiency programs and add new programs in order to meet the urban water use targets.

Fiscal Impact:
There will be a significant fiscal impact to the District regarding compliance with the Water Conservation Act of 2009. The District will need to consider increasing funding of existing water use efficiency programs and funding new water use efficiency programs. Since the District has already implemented the least costly and most easily implemented water use efficiency programs, additional programs will be more costly and more labor intensive.

Coastside County Water District

Compliance with the
Water Conservation Act of 2009
(Senate Bill SBx7-7)

Public Hearing
April 12, 2011

Purpose of Public Hearing

1. Allow community input regarding the District's implementation plan for complying with the requirements of SBx7-7
2. Consider the economic impacts of the District's implementation plan
3. Adopt a method (by Board Resolution) for determining the District's SBx7-7 water use targets for 2015 and 2020

Water Conservation Act of 2009

- Enacted in November 2009 as part of the Governor's Comprehensive Water Legislation Package
- Statewide Goal is to achieve a 20 percent reduction in per capita water use statewide by the year 2020
- Retail water suppliers required to set an interim (2015) and final (2020) water use target and report it in their 2010 Urban Water Management Plans
- Retail water suppliers must comply with SBx7-7 to be eligible for State grants and loans

Steps for Compliance

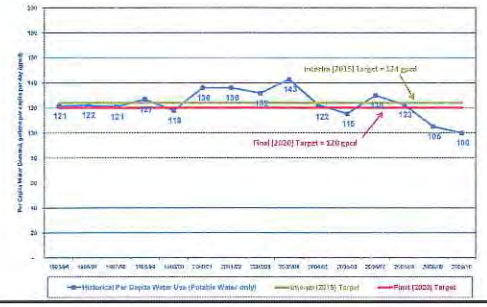
- Determine "baseline" per capita water use
- Adopt a "target" method and determine interim (2015) and final (2020) per capita water use targets
- Develop an implementation plan for meeting these water use targets
- Incorporate the per capita water use targets into the District's 2010 UWMP

Recommendation:

"Minimum Requirement Method"
Dictates District's Compliance

- Interim 2015 Target
  Mid-point between 5-year baseline and 2020 target
  = Mid-point between 127 and 120 gpcd
  = 124 gpcd
- Final 2020 Target
  95% of 5-year baseline (FY2003/04 to FY2007/08)
  = 95% of 127 gpcd
  = 120 gpcd

Comparison of Targets to Historical Per Capita Water Use



Per Capita Water Projections

- Year 2015
  - Projection is127 gpcd
  - Projection is 3 gpcd over compliance target for 2015
  - Takes into account plumbing code and BAWSCA's Water Conservation Implementation Plan from 2008
  - Does not take into consideration recent low gpcd
- Year 2020
  - Projection is124 gpcd
  - Projection is 4 gpcd over compliance target for 2020
  - Takes into account plumbing code and BAWSCA's Water Conservation Implementation Plan from 2008
  - Does not take into consideration recent low gpcd

District's Compliance Plan to meet Targets in 2015 and 2020

- Implementation of Water Conservation Best Management Practices (BMPs)
  - Continuation of existing water use efficiency programs
    - California Urban Water Conservation Council's Foundational Best Management Practices
    - High Efficiency Toilet Rebates
    - High Efficiency Clothes Washer Rebate
    - Indoor Water Use Efficiency Ordinance
    - Continue to participate in BAWSCA's residential landscape classes
  - Consider Implementation of New Water Use Efficiency Programs
    - Lawn Replacement Program
    - Residential Water Audits

Economic Impacts of Compliance

- Continuation of existing water use efficiency programs
  - Already funded
  - Consider additional funding to expand current programs
- New water use efficiency programs
  - Will need to be funded
  - Proposed funding for various BMPs will be based on achieving most cost-effective water savings ("biggest bang for the buck")
  - Any new programs will cost significantly more that existing programs.

Next Steps

- Incorporate SBx7-7 per capita water use targets into 2010 UWMP
- Continue to support existing water use efficiency programs
- Develop and support new water use efficiency programs
- Report on compliance with interim per capita water use targets in the 2015 UWMP and adjust/revise target method and/or targets as necessary

Conclusion

- Questions from the Board of Directors
- Open Public Hearing
- Close Public Hearing
- Board of Directors to consider adopting Resolution

RESOLUTION 2011-__

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AUTHORIZING THE APPROVAL OF A BASELINE DAILY PER CAPITA USE, AN URBAN WATER USE TARGET, AND AN INTERIM URBAN WATER USE TARGET

WHEREAS, the Water Conservation Act of 2009 (Senate Bill x7-7) was signed into law by Governor Arnold Schwarzenneger; and

WHEREAS, the Water Conservation Act of 2009 set a goal of achieving a 20 percent statewide reduction in urban per capita water use by the year 2020; and

WHEREAS, the District is an urban retail water supplier that directly provides potable water to more than 3,000 end users or that supplies more than 3,000 acre-feet of potable municipal water annually at retail for municipal purposes; and

WHEREAS, the Coastside County Water District ("District") is subject to the Urban Water Management Planning Act; codified at California Water Code § 10610 et seq. ("Act"); and

WHEREAS, the District shall conduct at least one public hearing per California Water Code § 10608.26 (a) to (1) allow community input regarding the District's implementation plan for compliance (2) consider the economic impacts of the District's implementation plan and (3) adopt a method pursuant to California Water Code § 10608.20 (b), for determining its urban water use target; and

WHEREAS, the District has determined that the Minimum Water Use Reduction Requirement per California Water Code § 10608.22 is the methodology that applies to the District for compliance with the Water Conservation Act of 2009; and

WHEREAS, the District has published notice of and provided an opportunity for a public hearing on this Resolution.

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

1. Baseline Daily Per Capita Water Use for a ten year period is 128 gallons per capita per day.

2. The Interim (2015) Urban Water Use Target is 124 gallons per capita per day.

3. The Final (2020) Urban Water Use Target is 120 gallons per capita per day.

PASSED AND ADOPTED this 12th day of April 2011, by the following votes of the Coastside County Water District's Board of Directors:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Robert C. Feldman, President
Board of Directors

Attest:

_____
David R. Dickson, Secretary of the Board

Check Number	Vendor No	Vendor Name	Check Date	Void Amount	Check Amount
15838	COU05	RECORDER'S OFFICE	03/03/2011	0.00	24.00
15839	ALL04	ALLIED WASTE SERVICES #925	03/04/2011	0.00	312.78
15840	ALV01	ALVES PETROLEUM, INC.	03/04/2011	0.00	1,608.20
15841	ATT01	AT&T MOBILTY	03/04/2011	0.00	49.99
15842	COA 15	COASTSIDE NET, INC	03/04/2011	0.00	59.95
15843	HAR03	HARTFORD LIFE INSURANCE CO.	03/04/2011	0.00	1,920.07
15844	OCE04	OCEAN SHORE CO.	03/04/2011	0.00	1,213.81
15845	PAC02	PACIFICA CREDIT UNION	03/04/2011	0.00	750.00
15846	PUB01	PUB. EMP. RETIRE SYSTEM	03/04/2011	0.00	16,716.13
15847	TWI01	STEVE TWITCHELL	03/04/2011	0.00	189.40
15848	UNI08	UNION BANK OF CALIFORNIA, N.A.	03/04/2011	0.00	150,851.51
15849	UNI09	UNION BANK OF CALIFORNIA	03/04/2011	0.00	19,609.81
15850	VAL01	VALIC	03/04/2011	0.00	1,600.00
15851	COU05	RECORDER'S OFFICE	03/09/2011	0.00	50.00
15852	COU05	RECORDER'S OFFICE	03/09/2011	0.00	50.00
15853	ASS01	HEALTH BENEFITS AUTHORITY (HBA	03/18/2011	0.00	21,507.96
15854	ATT02	AT&T	03/18/2011	0.00	1,339.07
15855	HAR03	HARTFORD LIFE INSURANCE CO.	03/18/2011	0.00	1,920.07
15856	KAI01	KAISER FOUNDATION HEALTH	03/18/2011	0.00	9,993.00
15857	PAC01	PACIFIC GAS & ELECTRIC CO.	03/18/2011	0.00	8,951.96
15858	PAC02	PACIFICA CREDIT UNION	03/18/2011	0.00	750.00
15859	PUB01	PUB. EMP. RETIRE SYSTEM	03/18/2011	0.00	16,681.82
15860	SAN03	SAN FRANCISCO WATER DEPT.	03/18/2011	0.00	79,713.20
15861	TEA02	TEAMSTERS LOCAL UNION #856	03/18/2011	0.00	775.00
15862	VAL01	VALIC	03/18/2011	0.00	1,650.00
15863	ADP01	ADP, INC.	03/25/2011	0.00	610.95
15864	ADV02	FRANK YAMELLO	03/25/2011	0.00	207.00
15865	AND01	ANDREINI BROS. INC.	03/25/2011	0.00	83,177.10
15866	ASS05	ACWA HEALTH BENEFITS AUTHORITY	03/25/2011	0.00	60.18
15867	ASS06	ACWA / JPIA	03/25/2011	0.00	18,006.00
15868	ATT03	AT&T LONG DISTANCE	03/25/2011	0.00	54.88
15869	AZT01	AZTEC GARDENS, INC.	03/25/2011	0.00	190.00
15870	BAL04	BALANCE HYDROLOGICS, INC	03/25/2011	0.00	9,416.19
15871	BAR01	BARTKIEWICZ, KRONICK & SHANAHA	03/25/2011	0.00	1,450.00
15872	BAS01	BASIC CHEMICAL SOLUTION, LLC	03/25/2011	0.00	2,386.15
15873	BAY10	BAY ALARM COMPANY	03/25/2011	0.00	763.11
15874	BIG01	BIG CREEK LUMBER	03/25/2011	0.00	159.74
15875	BLU02	GREGORY BLUME	03/25/2011	0.00	1,968.00
15876	BRE03	JASON BRENNEMAN	03/25/2011	0.00	200.00
15877	CAL06	CALIFORNIA GENERATOR SERVICE	03/25/2011	0.00	5,843.52
15878	CAL08	CALCON SYSTEMS, INC.	03/25/2011	0.00	24,640.30
15879	CAR02	CAROLYN STANFIELD	03/25/2011	0.00	485.00
15880	CIN01	CINTAS FIRST AID & SAFETY	03/25/2011	0.00	154.04
15881	COA19	COASTSIDE COUNTY WATER DIST.	03/25/2011	0.00	195.82
15882	CSG01	CSG SYSTEMS, INC	03/25/2011	0.00	2,132.79
15883	CSI01	CSI SERVICES, INC.	03/25/2011	0.00	21,792.36
15884	CUL01	CULLIGAN WATER COM OF NO CA	03/25/2011	0.00	300.00
15885	DON02	SEAN DONOVAN	03/25/2011	0.00	166.25
15886	FEL01	ROBERT FELDMAN	03/25/2011	0.00	46.00
15887	FIR06	FIRST NATIONAL BANK	03/25/2011	0.00	2,385.23
15888	FRI01	FRISCH ENGINEERING, INC	03/25/2011	0.00	345.00
15889	GAR01	BENIGNO GARDUNO	03/25/2011	0.00	150.00
15890	GRA03	GRAINGER, INC.	03/25/2011	0.00	2,458.92
15891	GRA07	THE GRAPHIC WORKS	03/25/2011	0.00	391.07
15892	HAC01	HACH CO., INC.	03/25/2011	0.00	668.56
15893	HAL01	HMB BLDG. & GARDEN INC.	03/25/2011	0.00	54.20
15894	HAL04	HALF MOON BAY REVIEW	03/25/2011	0.00	850.00
15895	HAL09	HMB CHAMBER OF COMMERCE	03/25/2011	0.00	519.00
15896	HAL24	H.M.B.AUTO PARTS	03/25/2011	0.00	35.71
15897	HAN01	HANSONBRIDGETT. LLP	03/25/2011	0.00	4,301.60
15898	IRO01	IRON MOUNTAIN	03/25/2011	0.00	395.86
15899	IRV01	IRVINE CONSULTING SERVICES, IN	03/25/2011	0.00	1,250.00

Check Number	Vendor No	Vendor Name	Check Date	Void Amount	Check Amount
15900	IRV02	IRVINE CONSULTING SERVICES, IN	03/25/2011	0.00	4,661.81
15901	JSC01	J. SCOTT COMPANY	03/25/2011	0.00	1,322.14
15902	KIN01	CHRIS KLINGELE	03/25/2011	0.00	9,550.00
15903	LOM01	GLENNA LOMBARDI	03/25/2011	0.00	99.00
15904	MCT01	MCTV6	03/25/2011	0.00	375.00
15905	MET06	METLIFE SBC	03/25/2011	0.00	1,367.09
15906	MIS01	MISSION UNIFORM SERVICES INC.	03/25/2011	0.00	141.24
15907	MON07	MONTEREY COUNTY LAB	03/25/2011	0.00	7,848.00
15908	NAL 03	NALCO COMPANY	03/25/2011	0.00	2,158.40
15909	NEL01	CHARLES NELSON	03/25/2011	0.00	300.00
15910	OFF01	OFFICE DEPOT	03/25/2011	0.00	1,320.23
15911	ONT01	ONTRAC	03/25/2011	0.00	426.38
15912	PAU01	PAULO'S AUTO CARE	03/25/2011	0.00	111.00
15913	PIT04	PITNEY BOWES	03/25/2011	0.00	231.00
15914	POL01	POLLARDWATER.COM	03/25/2011	0.00	396.42
15915	PRI01	PRINCETON WELDING , INC.	03/25/2011	0.00	4,500.00
15916	RED04	REDWOOD PAINTING CO, INC	03/25/2011	0.00	2,518.20
15917	RIC02	RICOH AMERICAS CORP	03/25/2011	0.00	788.15
15918	RIC04	RICE TRUCKING--SOIL FARM	03/25/2011	0.00	33.32
15919	ROB01	ROBERTS & BRUNE CO.	03/25/2011	0.00	18,053.41
15920	ROG01	ROGUE WEB WORKS, LLC	03/25/2011	0.00	405.00
15921	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	03/25/2011	0.00	430.00
15922	SER03	SERVICE PRESS	03/25/2011	0.00	621.93
15923	SEW01	SEWER AUTH. MID- COASTSIDE	03/25/2011	0.00	570.00
15924	SIM02	SIMMS PLUMBING & WATER EQUIP,	03/25/2011	0.00	325.00
15925	SPR04	SPRINGBROOK SOFTWARE, INC	03/25/2011	0.00	10,218.64
15926	STA03	CA DPH DRINKING WATER PROGRAM	03/25/2011	0.00	70.00
15927	STR02	STRAWFLOWER ELECTRONICS	03/25/2011	0.00	208.87
15928	SUP02	SUPPLIES & SOLUTIONS	03/25/2011	0.00	1,864.04
15929	TET01	JAMES TETER	03/25/2011	0.00	733.50
15930	UB*00862	GARRETT CRISPELL	03/25/2011	0.00	25.00
15931	UB*00863	LORAINE ZEPHER	03/25/2011	0.00	231.76
15932	UB*00864	MARTIN GATES	03/25/2011	0.00	839.00
15933	UB*00865	M.R. JINKERSON	03/25/2011	0.00	65.34
15934	UB*00866	DIANE/IRA MARCUS	03/25/2011	0.00	75.00
15935	UB*00867	HELEN BOHTE	03/25/2011	0.00	27.43
15936	UB*00868	KRISTINE WONG	03/25/2011	0.00	33.22
15937	UB*00869	REALTOR CHRISTINA INC ATTN:CH	03/25/2011	0.00	102.43
15938	UB*00870	TOBI SCHMIDT	03/25/2011	0.00	75.00
15939	UB*00871	LOURDES VALENCIA	03/25/2011	0.00	59.39
15940	USA01	USA BLUE BOOK	03/25/2011	0.00	50.19
15941	WAL01	MCNISH CORPORATION	03/25/2011	0.00	25,280.00
15942	WHE01	VIRGINIA WHELEN	03/25/2011	0.00	195.00
			Report Total:	**0.00**	**625,204.79**

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Mar-11

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	366,267	376,992	(10,725)	-2.8%	4,374,900	4,713,765	(338,865)	-7.2%
TOTAL OPERATING REVENUE		**366,267**	**376,992**	**(10,725)**	**-2.8%**	**4,374,900**	**4,713,765**	**(338,865)**	**-7.2%**
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	1,162	2,083	(922)	-44.2%	14,058	18,750	(4,692)	-25.0%
1-0-4180-00	Late Notice -10% Penalty	3,998	4,167	(168)	-4.0%	41,142	37,500	3,642	9.7%
1-0-4230-00	Service Connections	1,230	667	563	84.5%	6,536	6,000	536	8.9%
1-0-4920-00	Interest Earned	0	0	0	0.0%	5,413	19,814	(14,401)	-72.7%
1-0-4930-00	Tax Apportionments/Cnty Checks	3,536	1,000	2,536	253.6%	388,267	347,000	41,267	11.9%
1-0-4950-00	Miscellaneous Income	467	3,083	(2,616)	-84.9%	63,735	27,750	35,985	129.7%
1-0-4955-00	Cell Site Lease Income	9,519	9,276	243	2.6%	85,147	83,147	2,000	2.4%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	255,348	100,000	155,348	0.0%
TOTAL NON-OPERATING REVENUE		**19,912**	**20,276**	**(364)**	**-1.8%**	**859,646**	**639,960**	**219,686**	**34.3%**
TOTAL REVENUES		**386,179**	**397,268**	**(11,089)**	**-2.8%**	**5,234,546**	**5,353,725**	**(119,179)**	**-2.2%**
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	79,713	54,746	(24,967)	-45.6%	1,203,212	1,312,855	109,643	8.4%
1-1-5230-00	Pump Exp, Nunes T P	2,166	1,583	(583)	-36.8%	16,175	14,251	(1,924)	-13.5%
1-1-5231-00	Pump Exp, CSP Pump Station	728	250	(478)	-191.1%	96,440	243,086	146,646	60.3%
1-1-5232-00	Pump Exp, Trans. & Dist.	454	833	379	45.5%	8,120	12,501	4,381	35.0%
1-1-5233-00	Pump Exp, Pilarcitos Can.	4,726	2,384	(2,342)	-98.2%	15,552	9,836	(5,716)	-58.1%
1-1-5234-00	Pump Exp. Denniston Proj.	115	6,000	5,885	98.1%	17,123	35,176	18,053	51.3%
1-1-5235-00	Denniston T.P. Operations	555	2,910	2,355	80.9%	7,029	16,870	9,841	58.3%
1-1-5236-00	Denniston T.P. Maintenance	72	3,167	3,095	97.7%	24,272	28,499	4,227	14.8%
1-1-5240-00	Nunes T P Operations	5,414	5,100	(314)	-6.1%	73,163	46,625	(26,538)	-56.9%
1-1-5241-00	Nunes T P Maintenance	7,797	3,000	(4,797)	-159.9%	30,549	29,000	(1,549)	-5.3%
1-1-5242-00	CSP Pump Station Operations	579	708	129	18.2%	5,576	6,376	800	12.5%
1-1-5243-00	CSP Pump Station Maintenance	5,102	4,458	(644)	-14.5%	46,683	40,126	(6,557)	-16.3%
1-1-5250-00	Laboratory Services	8,704	5,000	(3,704)	-74.1%	27,271	45,000	17,729	39.4%
1-1-5318-00	Studies/Surveys/Consulting	0	1,833	1,833	100.0%	19,962	16,500	(3,462)	-21.0%
1-1-5321-00	Water Conservation	1,230	7,708	6,478	84.0%	42,616	69,375	26,759	38.6%
1-1-5322-00	Community Outreach	2,481	2,183	(298)	-13.6%	9,956	19,650	9,694	49.3%
1-1-5411-00	Salaries & Wages -Field	68,081	71,560	3,479	4.9%	681,184	679,818	(1,366)	-0.2%
1-1-5412-00	Maintenance -General	21,984	16,042	(5,942)	-37.0%	118,690	144,378	25,688	17.8%
1-1-5414-00	Motor Vehicle Expense	1,838	3,708	1,870	50.4%	35,504	33,372	(2,132)	-6.4%

Revised: 4/1/2011 10:54 AM

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5415-00	Maintenance -Well Fields	0	500	500	100.0%	0	4,500	4,500	100.0%
1-1-5610-00	Salaries/Wages-Administration	46,553	49,259	2,706	5.5%	450,968	467,961	16,993	3.6%
1-1-5620-00	Office Supplies & Expense	8,175	9,906	1,731	17.5%	91,015	89,156	(1,859)	-2.1%
1-1-5621-00	Computer Services	12,248	3,446	(8,802)	-255.4%	42,248	35,812	(6,436)	-18.0%
1-1-5625-00	Meetings / Training / Seminars	2,781	1,667	(1,114)	-66.9%	13,315	15,000	1,685	11.2%
1-1-5630-00	Insurance	53,766	53,658	(108)	-0.2%	412,184	415,418	3,233	0.8%
1-1-5640-00	Employees Retirement Plan	32,309	33,676	1,367	4.1%	287,895	319,923	32,027	10.0%
1-1-5645-00	SIP 401K Plan	0	2,500	2,500	100.0%	0	22,500	22,500	100.0%
1-1-5681-00	Legal	1,342	4,750	3,408	71.7%	39,098	42,750	3,653	8.5%
1-1-5682-00	Engineering	480	1,167	687	58.9%	4,034	10,500	6,466	61.6%
1-1-5683-00	Financial Services	0	0	0	0.0%	15,531	23,250	7,719	33.2%
1-1-5684-00	Payroll Tax Expense	8,783	8,612	(171)	-2.0%	79,853	81,810	1,957	2.4%
1-1-5687-00	Membership, Dues, Subscript.	744	363	(382)	-105.2%	37,501	37,863	362	1.0%
1-1-5688-00	Election Expenses	0	0	0	0.0%	0	0	0	0.0%
1-1-5689-00	Labor Relations	0	1,000	1,000	100.0%	2,040	9,000	6,960	77.3%
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	10,805	10,800	(5)	-0.1%
1-1-5705-00	State Fees	0	1,000	1,000	100.0%	18,078	10,500	(7,578)	-72.2%
TOTAL OPERATING EXPENSES		**378,920**	**364,676**	**(14,244)**	**-3.9%**	**3,983,643**	**4,400,037**	**416,394**	**9.5%**
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	19,610	19,610	0	0.0%	269,845	269,845	0	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	150,852	150,852	0	0.0%	488,282	484,966	(3,316)	-0.7%
TOTAL CAPITAL ACCOUNTS		**170,461**	**170,462**	**(1)**	**0.0%**	**758,127**	**754,811**	**3,316**	**0.4%**
TOTAL EXPENSES		**549,381**	**535,138**	**(14,243)**	**0.0%**	**4,741,770**	**5,154,848**	**413,078**	**8.0%**

Revised: 4/1/2011 10:54 AM

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

March 31, 2011

		Restricted	*Restricted*	*Restricted for CSP CIP Projects*		
	CASH FLOW & OPERATING RESERVE	**EMERGENCY RESERVES**	**CAPITAL EXPENDITURES**	**DISTRICT CSP CONTRIBUTION**	**CSP T&S FEES**	**TOTAL**
DISTRICT BALANCES						
CASH IN FIRST NATIONAL BANK						
OPERATING ACCOUNT			$951,787.70			$951,787.70
CSP T&S ACCOUNT					$608,145.07	$608,145.07
TOTAL FIRST NATIONAL BANK	$0.00	$0.00	$951,787.70	$0.00	$608,145.07	$1,559,932.77
CASH WITH L.A.I.F	$298,070.00	$1,184,396.25	$2,050.13	$0.00	$20,948.16	$1,505,464.54
UNION BANK - Project Fund Balance			$0.00			$0.00
						$0.00
CASH ON HAND	$1,930.00					$1,930.00
TOTAL DISTRICT CASH BALANCES	$300,000.00	$1,184,396.25	$953,837.83	$0.00	$629,093.23	$3,067,327.31
ASSESSMENT DISTRICT BALANCES						
CASH IN FIRST NATIONAL BANK						
REDEMPTION ACCOUNT		$ 87,818.90				
RESERVE ACCOUNT (Closed Account 8-4-04)		$ -				
TOTAL ASSESSMENT DISTRICT CASH		$ 87,818.90				

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

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

3/31/2011

		Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
PIPELINE PROJECTS						
	Small Line Decomission Behind Main Street	$ 25,000	15657.05	$ 25,000	$ -	To be completed in April 2011
	Rebuild Harbor 4" Vault	$ 20,000		$ 20,000	$ -	planning
WATER TREATMENT PLANTS						
99-05	Denniston Intake Maintenance	$ 29,000	$ 25,347	$ 25,347	$ 3,653	Denniston dredging project for Year 2010 - Completed
10-03	Nunes- Backwash Variable Rates Prj (design/build)	$ 25,000	$ 19,745	$ 25,000	$ -	Assembling parts
10-04	Nunes - Floc Drive Repair	$ 50,000	$ 44,311	$ 45,000	$ 5,000	Drives received and installed. Complete for FY11. New mixers on order for 2012, Project to be complete in FY12
08-05	Nunes WTP - Plant Painting	$ 12,500		$ 12,500	$ -	
FACILITIES & MAINTENANCE						
09-07	AMR Program & Fixed Network	$ 100,000		$ 50,000	$ 50,000	Need to present business case to facilities committee and Board
08-08	PRV Valves Replacement Project	$ 20,000		$ 20,000	$ -	On-going program
99-01	Meter Change Program	$ 30,000	$ 17,193	$ 30,000	$ -	On-going program
09-09	Fire Hydrant Replacement	$ 20,000	$ 5,621	$ 20,000	$ -	Varience due to this project gets done when there is extra time.
09-10	Standardize Chlorine Analyzers at 6 Facilities	$ 25,000	$ 20,962	$ 18,000	$ 7,000	Purchasing parts and equipment for EG3
09-23	District Digitial Mapping	$ 75,000		$ 75,000	$ -	EKI Preparing Scope
EQUIPMENT PURCHASE & REPLACEMENT						
99-02	Vehicle Replacement	$ 20,000	$ 17,166	$ 18,000	$ 2,000	Puchase Complete
99-03	Computer System	$ 12,000	$ 9,229	$ 10,000	$ 2,000	
99-04	Office Equipment/Furniture	$ 3,000		$ -	$ 3,000	
06-03	SCADA/Telemetry/electrical controls	$ 550,000	$ 51,143	$ 400,000	$ 150,000	Bid February 2011
	Billing System Upgrade	$ 75,000	$ 2,400	$ 70,000	$ 5,000	To Be Completed October 2011
PUMP STATIONS / TANKS / WELLS						
09-17	Crystal Springs Emergency Generator	$ 50,000			$ 50,000	
	MCC Upgrades Denniston PP	$ 30,000			$ 30,000	Incorporated into DCWTP Improevments Prj
	Alves Tank - Recoating (Interior & Exterior)	$ 100,000	$ 5,486	$ 100,000	$ -	Preparing bid documents
	EG Tank 2 - Recoating (and Ladder)	$ 200,000	$ 5,486	$ -	$ 200,000	Preparing bid documents
	EG Tank #2 Pump Station Pump Replacement	$ 30,000	$ 23,185	$ 23,185	$ 6,815	Complete
	Half Moon Bay Tank #1 (Int & Ext Recoat)	$ 200,000	$ 16,500	$ 300,000	$ (100,000)	Preparing bid documents
	Miramar Tank Fence upgrade	$ 8,000		$ 20,000	$ (12,000)	
DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS						
08-19	Denniston Short Term WTP Modifications	$ 50,000		$ 50,000	$ -	Incorporated into DCWTP Improvement Prj
NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS						
08-24	Nunes Short Term WTP Modifications	$ 1,100,000	$ 957,225	$ 900,000	$ 200,000	100% Complete
DENNISTON WTP (LONG-TERM) IMPROVEMENTS (MEMBRANE FILTRATION)						
08-22	Denniston Pre/Post Treatment Design	$ 400,000	$ 390,513	$ 400,000	$ -	Design in progress

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

3/31/2011

		Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
WATER SUPPLY DEVELOPMENT						
09-21	Reclamation Project Planning	$ 100,000		$ -	$ 100,000	Timing of expenditures difficult to estimate due to slow progress in reaching agreement with SAM for recycling.
09-22	Water Supply Alternatives Evaluation	$ 100,000	$ 114,264	$ 100,000	$ -	Cost to date includes work on NPS-POST Denniston land transfer. Projected includes Urban Water Management Plan
	FY 10-11 TOTALS	**$ 3,459,500**	**$ 1,725,776**	**$ 2,712,032**	**$ 702,468**	
FY 09/10 CIP Projects - *paid in FY 10/11*						
1125-02	Retention - Filter Media - Denniston		$ 8,511	$ 8,511	$ (8,511)	Project completed FY09-10.
1118-12	CSP Exterior Painting Project		$ 25,981	$ -	$ -	Project completed FY10/11.
1121-51	Miramar Tank Recoating Project (retention)		$ 28,054	$ 28,045	$ (28,045)	Project completed FY09-10.
1121-52	CSP PRV Cover/Valve Lid Replacment Project		$ 22,000	$ 13,000		
1121-53	Pilarcitos Canyon Blending Station		$ 29,185	$ 130,000	$ (130,000)	Original budget $150K. FY09-10 expenditure of $13,700
	PREVIOUS YEAR TOTALS		**$ 113,731**	**$ 179,556**	**$ (166,556)**	
NON-BUDGETED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 010/11						
1118-12	New Check Scanner for Office		$ 2,716	$ 2,716	$ (2,716)	
1118-03	Outback Brush Cutter		$ 2,512	$ 2,512	$ (2,512)	
1118-13	Base Station for Shop		$ 2,501	$ 2,501	$ (2,501)	
1128-03	El Granada Pipeline - Phase III		$ 428	$ 428	$ (428)	
1121-58	Railroad Pipeline Replacment		$ 9,726	$ 663	$ (663)	
1121-59	Terrace Ave Service Connection Replacement		$ 84,806	$ 83,000	$ (83,000)	
1120-07	Denniston Booster Pump		$ 2,748	$ 5,000	$ (5,000)	
1121-62	New Pilarcitos Well		$ 3,055	$ 3,055	$ (3,055)	
1118-09	Nunes - Chemtrac Systems Streaming Current		$ 11,000	$ 11,000	$ (11,000)	
1127-06	Denniston Intake Failure 2010		$ 22,567	$ 50,000	$ (50,000)	
1118-11	Denniston Discharge Station		$ 7,725	$ 10,000	$ (10,000)	
1121-63	Roosevelt/Valve Bolt Replacement Project		$ 23,677	$ 25,000	$ (25,000)	
1127-08	Denniston Creek WTP Improvement Project		$ 24,495			
1121-16	Avenue Cabrillo Pipeline Replacement Project		$ 254			
	NON-BUDGETED TOTALS		**$ 198,210**	**$ 195,875**	**$ (195,875)**	
	CIP TOTALS	**$ 3,459,500**	**$ 2,037,717**	**$ 3,087,463**	**$ 340,037**	

Legal Cost Tracking Report
12 Months At-A-Glance

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Water Supply Develpmnt	Transfer Program	CIP	Water Conservation	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
Apr-10	7,219	262			3,563	236			131	11,411
May-10	8,056									8,056
Jun-10	4,937			183	3,275	52	863		917	10,228
Jul-10	8,138		3,458	393						11,989
Aug-10	7,161		5,383	2,305			3,698			18,547
Sep-10	2,384		4,768	1,284			464			8,900
Oct-10	5,450		1,258	1,886	183					8,777
Nov-10	3,066		1,336	288			1,551			6,241
Dec-11	2,358		419	1,427			3,104		52	7,361
Jan-11	3,450		419	983	341					5,193
Feb-11	4,834		157	221						5,212
Mar-11	1,342		1,492	1,467						4,302
TOTAL	**58,394**	**262**	**18,691**	**10,438**	**7,362**	**288**	**9,679**	**0**	**1,100**	**106,216**

Engineer Cost Tracking Report
12 Months At-A-Glance

Acct. No. 5682
JAMES TETER
Engineer

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimburseable from Projects
Apr-10	848			1,411	332	**2,591**	332
May-10	480		4,048	1,909		**6,437**	
Jun-10	1,015		2,709	1,743		**5,467**	
Jul-10	649			1,859	3,924	**6,432**	3,924
Aug-10	480			169		**649**	
Sep-10	480		5,333			**5,813**	
Oct-10	480		6,446	761		**7,687**	
Nov-10	565		4,688	1,135		**6,388**	
Dec-11	120			1,099		**1,219**	
Jan-11	480			709	797	**1,986**	
Feb-11	300			85		**385**	
Mar-11	480		254			**734**	
TOTAL	**6,376**	**0**	**23,477**	**10,878**	**5,053**	**45,785**	**4,256**

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, March 8, 2011 – 6:00 p.m.

1) ROLL CALL – The Closed Session convened at 6:00 p.m. Present at roll call: President Bob Feldman and Directors Ken Coverdell and Chris Mickelsen. Director Larimer arrived at approximately 6:18 p.m.

2) PUBLIC COMMENT - There were no public comments.

3) CLOSED SESSION

Conference with Labor Negotiator
Pursuant to California Government Code §54957.6
Agency Designated Representatives: General Manager
Employee Organization: Teamsters Union, Local 856

4) RECONVENE TO OPEN SESSION

The Closed Session concluded at approximately 7:02 p.m., immediately prior to commencement of the regular meeting, at which time President Feldman announced that Vice-President Donovan had not participated in the Closed Session and that there was no reportable action taken at the Closed Session.

5) ADJOURNMENT

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, March 8, 2011 – 7:00 p.m.

1) ROLL CALL - President Feldman called the meeting to order at 7:12 p.m. Present at roll call: Director Ken Coverdell, Vice-President Jerry Donovan, and Directors Jim Larimer and Chris Mickelsen.

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

2) PLEDGE OF ALLEGIANCE

3) PUBLIC COMMENTS - There were no public comments

4) CONSENT CALENDAR

- **A.** Approval of disbursements for the month ending February 28, 2011: Claims: $587,308.05; Payroll: $ 70,536.71 for a total of $657,844.76
- **B.** Acceptance of Financial Reports
- **C.** Approval of Minutes of the February 8, 2011 Board of Directors Meeting
- **D.** Monthly Water Transfer Report
- **E.** Installed Water Connection Capacity and Water Meters Report
- **F.** Total CCWD Production Report
- **G.** CCWD Monthly Sales by Category Report
- **H.** February 2011 Leak Report
- **I.** Rainfall Reports
- **J.** San Francisco Public Utilities Commission Hydrological Conditions Report for February 2011
- **K.** Notice of Completion – Terrace Avenue Connection Piping Replacement Project

L. Notice of Completion – Roosevelt and Alameda Valve Bolt Replacement Project
M. Notice of Completion – Roosevelt Avenue Valve Bolt Replacement Project
N. Resolution Concurring in Nomination of David T. Hodgkin to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)

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

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

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

5) MEETINGS ATTENDED/DIRECTORS COMMENTS

There was no report of any Director's meetings attended.

6) GENERAL BUSINESS

A. Resolution Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the Denniston Water Treatment Plant Improvement Projects

Mr. Dickson introduced this item, and reviewed the background, proposed schedule of the project, and the engineer's construction cost estimate. He also advised that the proposed Capital Improvement Program and the District's Financing Plan for Fiscal year 2011-2012 to 2020-2021 provides funding for this project.

ON MOTION BY Vice-President Donovan and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to approve Resolution 2011-4 Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the Denniston Water Treatment Plant Improvement Project:

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

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

Mr. Dickson also reviewed the background of this project, which included the Board's previous approval of a contract for the design of a District wide upgrade of instrumentation and electric control systems. He stated that this work also includes replacing obsolete electrical controls and instrumentation at the District's plants, reservoirs and pump stations and the installation of a new radio-based data communications infrastructure covering the District's key facilities. He reported that staff has reviewed the project documents, recommends that the Board approve them, and advised that the proposed budget includes $950,000 in funding for SCADA, Telemetry and Electrical Controls.

ON MOTION BY Director Larimer and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to approve Resolution 2011-5 a Resolution Approving Plans and Specifications, Approving a Notice of Exemption from California Environmental Quality Act, and Calling for Bids for the PLC Control Panel and Communications Improvement Project:

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

C. Draft Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011-2012 to 2020-2021 Capital Improvement Program

Mr. Dickson advised that both the Finance Committee members and the District's Facilities Committee members have had an opportunity to review the draft budgets. He also outlined the proposed dates included in the budget timeline. Mr. Dickson then presented the draft fiscal year 2011/2012 Budget and the Draft Fiscal year 2011/2012 to 2020/2021

Capital Improvement Program (CIP), reviewed the budget highlights and details of the proposed rate increase and answered questions from the Board.

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

- **Water Reclamation Update –** Mr. Dickson reported that Steve Leonard, Manager of the Sewer Authority Mid-Coastside (SAM), has continued to pursue the issue of recycled water with the SAM Board, and had recently made a presentation to their Board entitled "Sewer Authority Mid-Coastside Water Reclamation Strategy 2011. He also reiterated that CCWD is waiting for SAM to respond to the principles of agreement approved by the CCWD Board at the February 9, 2010 Board meeting.

- **San Francisco Public Utilities Commission (SFPUC) Rate Restructuring Proposal –** Mr. Dickson explained a proposal for changing the way SFPUC sets wholesale rates, which was recently presented by SFPUC staff. He assured the Board that CCWD staff would continue to work with representatives from the Bay Area Water Supply & Conservation Agency (BAWSCA) to determine the best individual or collective responses to the rate proposal.

- **California Department of Health Annual Nunes Water Treatment Plant Inspection Report -** Mr. Dickson referenced the attached copy of the February 15, 2011 letter from the State of California Department of Public Health with the findings of the 2011 inspection of the District's Nunes Water Treatment Plant. He reported on the favorable results and the acknowledgement of the recent upgrades and improvements to the plant. Mr. Dickson expressed his appreciation to Joe Guistino, Steve Twitchell, and Sean Donovan, for their efforts, professionalism, and commitment to the District. Additionally he expressed the staff's gratitude to the Board, for their commitment in investing the money necessary to run a first class utility.

A. <u>Operations Report</u>

Mr. Guistino reviewed the monthly highlights of his report, including Steve Twitchell's AWWA Operator Meritorious Award, the Nunes Water

Treatment Plant inspection results from the Department of Public Health, and the completion of the gate valve replacements at Roosevelt Avenue and the Nunes Water Treatment Plant backwash improvements.

B. <u>Water Resources Report</u>

Ms. Brennan informed the Board that the April 12, 2011 Board meeting will include two public hearings, for the updated Water Shortage Contingency Plan and the SBx7-7 Water Use Targets, and that the June 14th Board meeting will include a public hearing for the Urban Water Management Plan 2010.

Director Coverdell complimented Ms. Brennan for her prompt and professional work on the District's water conservation programs, and especially thanked her for the "Lawn Be Gone" informational packets she has made prepared and made available to the District's customers.

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

Director Coverdell requested that the Board re-visit the District's Mission Statement, the Board members agreed and direction was given to staff to agendize discussion of the District's Mission Statement at a future Board meeting.

9) ADJOURNMENT

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

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

The meeting was adjourned at 8:15 p.m. The next meeting of the Coastside County Water District is scheduled for Tuesday, April 12, 2011.

Respectfully submitted,

_____

David R. Dickson, General Manager
Secretary of the Board

_____

Robert C. Feldman, President
Board of Directors

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **March 3, 2011**

Report Date: April 12, 2011

Subject: **Monthly Water Transfer Report**

Recommendation:

None. For Board information purposes only.

Background:

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

Since the previous Board meeting in March 2011, one transfer application was approved for one—5/8" (20 gpm) non-priority water service connection. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Glenna Lombardi.

APPROVED WATER TRANSFERS FOR THE 2011 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# OF CONNECTIONS		DATE
047-143-480	048-054-130	Doherty to Ralston/Mendiola	1--5/8"	non-priority	Mar-11

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi

FROM: Patrick T. Miyaki

DATE: March 2, 2011

RE: **Application to Transfer Uninstalled Non-Priority Water Service Connections from Doherty to Ralston/Mendiola**

Glenna, we reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connections from property owned by Hugh Doherty, Jr. and Dennis Doherty (APN 047-143-480) to property owned by Linda Mendiola and Randy Ralston (APN 048-054-130).

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

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

cc: David Dickson

March 3, 2011

Hugh Doherty, jr.
Dennis Doherty
P.O. Box 2770
El Granada, CA 94018-2770

Linda Mendiola & Randy Ralston
P.O. Box 779
Half Moon Bay, CA 94019

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

Dear Property Owners:

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

- **APN 047-143-480** no longer has present rights to a water service connection from the Coastside Water District; and

- **APN 048-054-130** now has a one---5/8" (20 gpm) uninstalled non-priority water service connection assigned to it from the Crystal Springs Project.

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

Sincerely,

Glenna Lombardi

Cc: David Dickson, General Manager

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 2011

Installed Water Connection Capacity	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter	3	1	3	1	1	1	3	2	3				**18**
3/4" meter													**0**
2" meter													
HMB Priority													
0.5" capacity increase					0.5								
5/8" meter													**0**
3/4" meter													**0**
1" meter	1												**1**
1 1/2" meter													
2" meter													
County Non-Priority													
5/8" meter					3	1			2				**6**
3/4" meter		1		1									**2**
1" meter													**0**
County Priority													
5/8" meter													**0**
3/4" meter													**0**
1" meter													**0**
Monthly Total	**4**	**2**	**3**	**2**	**4.5**	**2**	**3**	**2**	**5**	**0**	**0**	**0**	**27**

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

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	5.5	1	3	1	1	1		2	3				**17.5**
HMB Priority				1.5	0.5								**2**
County Non-Priority		1.5			3	1	3		2				**10.5**
County Priority													**0**
Monthly Total	**5.5**	**2.5**	**3**	**2.5**	**4.5**	**2**	**3**	**2**	**5**	**0**	**0**	**0**	**30**

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2011

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
AUG	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
SEPT	0.00	22.17	1.36	3.63	34.64	61.80	1.34	60.46
OCT	0.00	38.13	0.00	0.00	23.69	61.82	0.05	61.77
NOV	8.08	41.38	0	0.00	0.00	49.46	0.71	48.75
DEC	7.69	35.52	0	0.00	0.00	43.21	0.419	42.79
JAN	13.73	28.22	0	0.00	0.00	41.95	0.034	41.92
FEB	10.77	29.74	0.00	0.00	0.00	40.51	1.301	39.21
MAR	14.1	36.44	0.00	0.00	0.00	50.54	0.336	50.21
APR								
MAY								
JUN								
TOTAL	40.27	264.37	3.20	8.73	91.62	488.47	5.036	**483.44**
% TOTAL	8.2%	54.1%	0.7%	1.8%	18.8%	83.6%	1.03%	99.0%

12 Month Running Treated Total 664.31

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2010

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

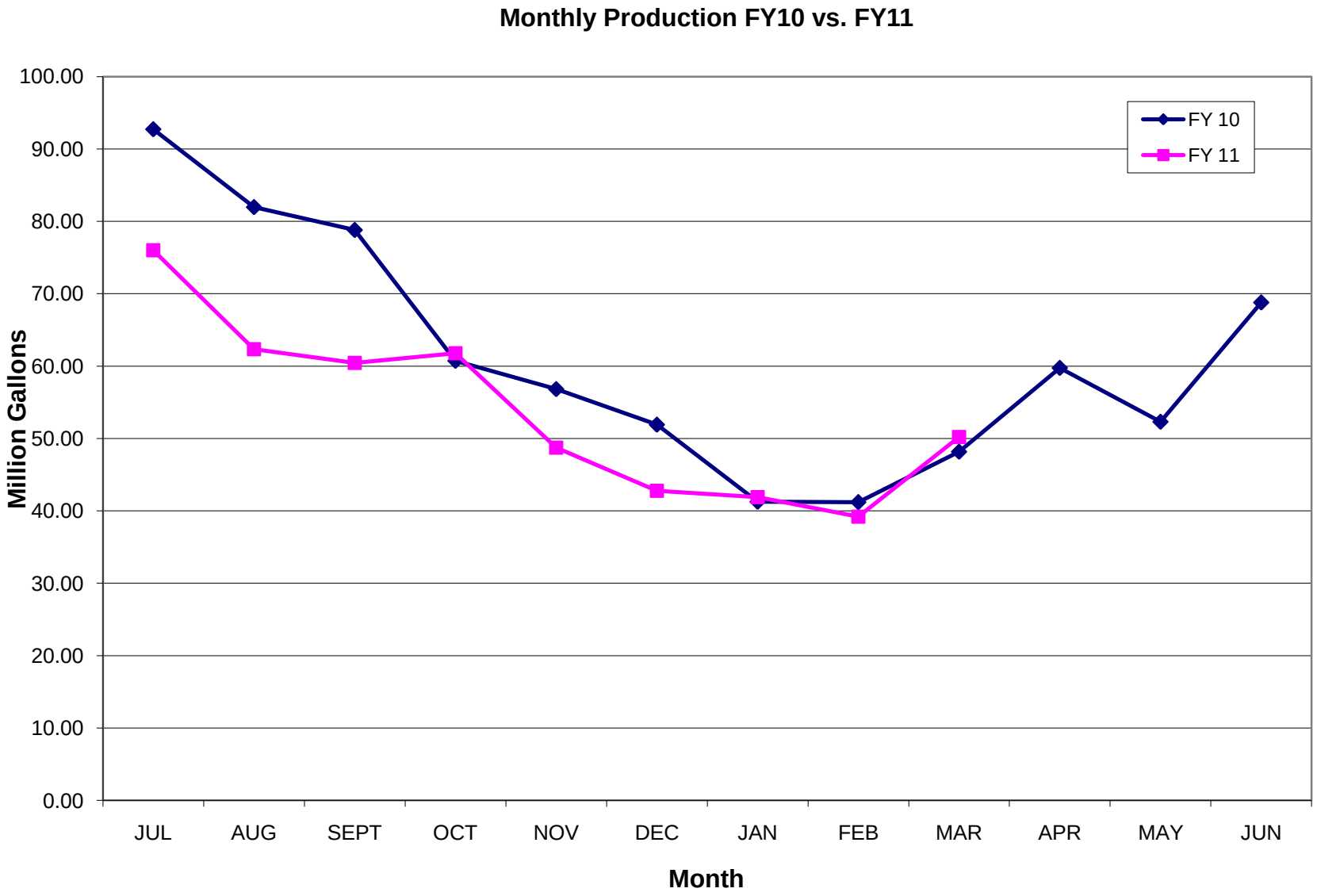
COASTSIDE COUNTY WATER DISTRICT

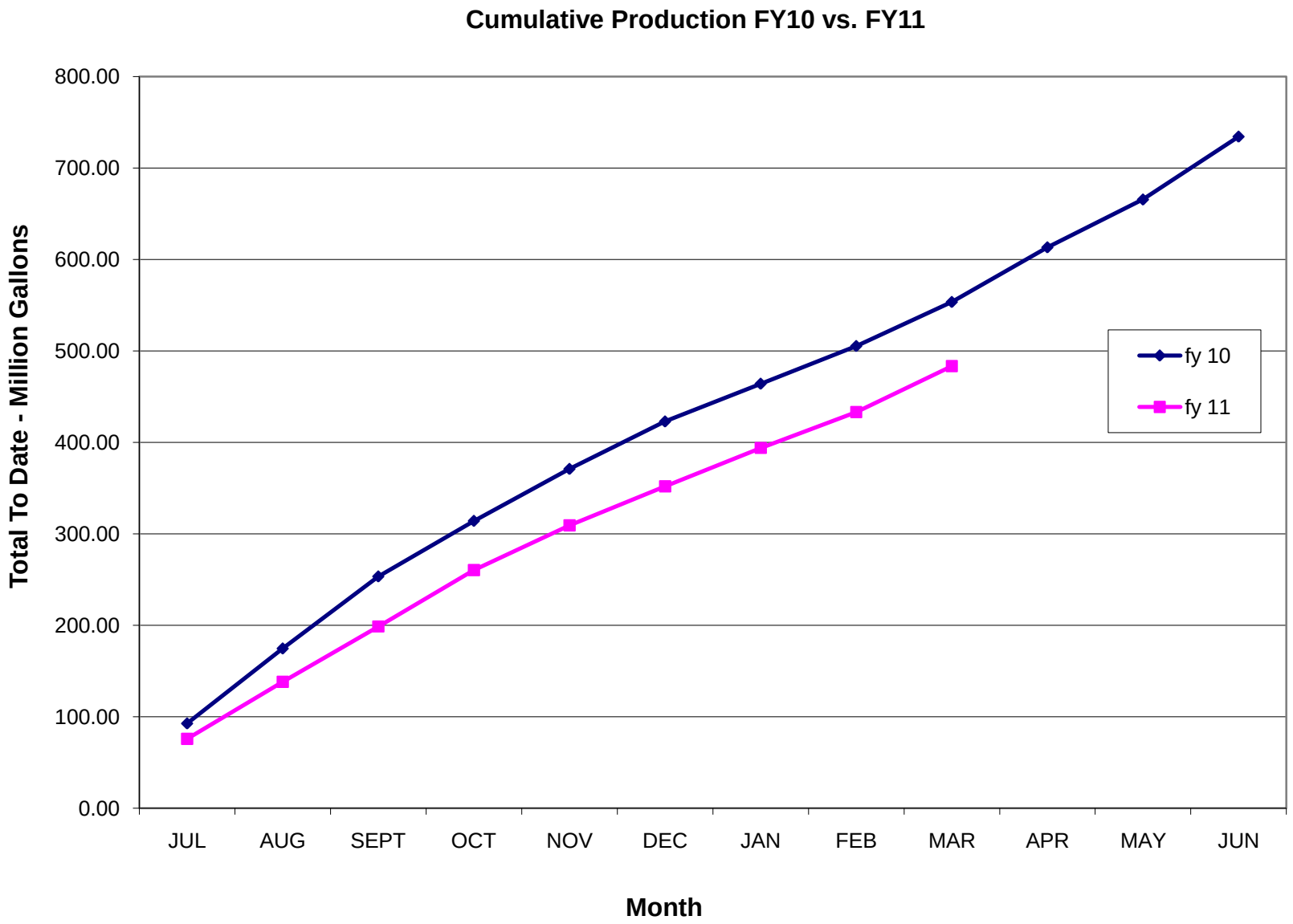
Predicted vs Actual Production - All Sources

	Denniston Surface			Denniston Wells			Pilarcitos Wells			SFWD Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-10	2.07	6.22	4.15	1.04	2.06	1.02	0.00	0.00	0.00	57.55	0.00	-57.55	15.12	85.08	69.96	72.67	85.08
Aug-10	3.03	0.00	-3.03	0.80	0.00	-0.80	0.00	0.00	0.00	41.40	0.00	-41.40	18.17	90.94	72.77	59.57	90.94
Sep-10	3.63	0.00	-3.63	1.36	0.00	-1.36	0.00	0.00	0.00	22.17	0.00	-22.17	34.64	74.14	39.50	56.81	74.14
Oct-10	0.00	4.34	4.34	0.00	2.01	2.01	0.00	0.00	0.00	38.13	0.00	-38.13	23.69	72.22	48.53	61.82	72.22
Nov-10	0.00	4.26	4.26	0.00	1.81	1.81	8.08	7.97	-0.11	41.38	0.00	-41.38	0.00	43.45	43.45	41.38	43.45
Dec-10	0.00	4.28	4.28	0.00	1.94	1.94	7.69	10.96	3.27	35.52	0.00	-35.52	0.00	37.93	37.93	35.52	37.93
Jan-11	0.00	0.00	0.00	0.00	0.00	0.00	13.73	11.62	-2.11	28.22	31.91	3.69	0.00	0.00	0.00	28.22	31.91
Feb-11	0.00	0.00	0.00	0.00	0.00	0.00	10.77	12.45	1.68	29.74	38.27	8.53	0.00	0.00	0.00	29.74	38.27
Mar-11	0.00	12.17	12.17	0.00	1.87	1.87	14.10	10.85	-3.25	36.44	18.18	-18.26	0.00	0.00	0.00	36.44	18.18
Apr-11																0.00	31.64
May-11																0.00	56.09
Jun-11																0.00	45.60
MG Totals	8.73	31.27	22.54	3.20	9.69	6.49	54.37	53.85	-0.52	330.55	88.36	-242.19	91.62	403.76	312.14	422.17	625.45

	Actual non SFPUC	**Predicted non SFPUC**	**Actual SFPUC**	**Predicted SFPUC**
	66.30	**94.81**	**422.17**	**492.12**
% Total	**13.57%**	**16.15%**	**86.43%**	**83.85%**

TOTAL		
Actual	**Predicted**	**Pred-act**
488.47	**586.93**	**98.46**


Monthly Production FY10 vs. FY11
100.00
90.00
80.00
70.00
60.00
50.00
40.00
30.00
20.00
10.00
0.00
Million Gallons
FY 10
FY 11
JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY
JUN
Month


Cumulative Production FY10 vs. FY11
Total To Date - Million Gallons
800.00
700.00
600.00
500.00
400.00
300.00
200.00
100.00
0.00
JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY
JUN
Month
fy 10
fy 11

Coastside County Water District Monthly Sales By Category (MG)

FY 2011

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.995	53.667	25.593	47.825	22.275	29.933	19.546	33.603	19.271				279.71
COMMERCIAL	6.625	1.341	6.030	1.516	5.531	1.014	5.232	1.036	5.187				33.51
RESTAURANT	3.245	0.282	2.994	0.294	2.646	0.192	2.598	0.220	2.653				15.12
HOTELS/MOTELS	3.691	2.239	3.483	2.085	2.621	1.274	2.717	1.637	2.314				22.06
SCHOOLS	1.334	1.347	1.378	1.132	0.373	0.432	0.364	1.076	0.461				7.90
MULTI DWELL	3.136	2.895	3.050	3.116	2.361	2.290	2.735	2.811	2.358				24.75
BEACHES/PARKS	0.902	0.113	0.889	0.083	0.462	0.009	0.218	0.156	0.259				3.09
FLORAL	7.238	7.186	7.566	5.095	4.724	4.320	2.099	5.764	4.952				48.94
RECREATIONAL	0.040	0.232	0.032	0.207	0.020	0.147	0.028	0.204	0.022				0.93
MARINE	0.987	0.000	1.055	0.000	0.871	0.000	1.197	0.000	0.898				5.01
IRRIGATION	12.096	9.452	8.749	9.672	0.159	0.703	0.103	0.427	0.132				41.49
Portable Meters	0.000	0.408	0.000	0.382	0.000	0.175	0.000	0.159	0.000				1.12
TOTAL - MG	67.29	79.16	60.82	71.41	42.04	40.49	36.84	47.09	38.51	0.00	0.00	0.00	483.65

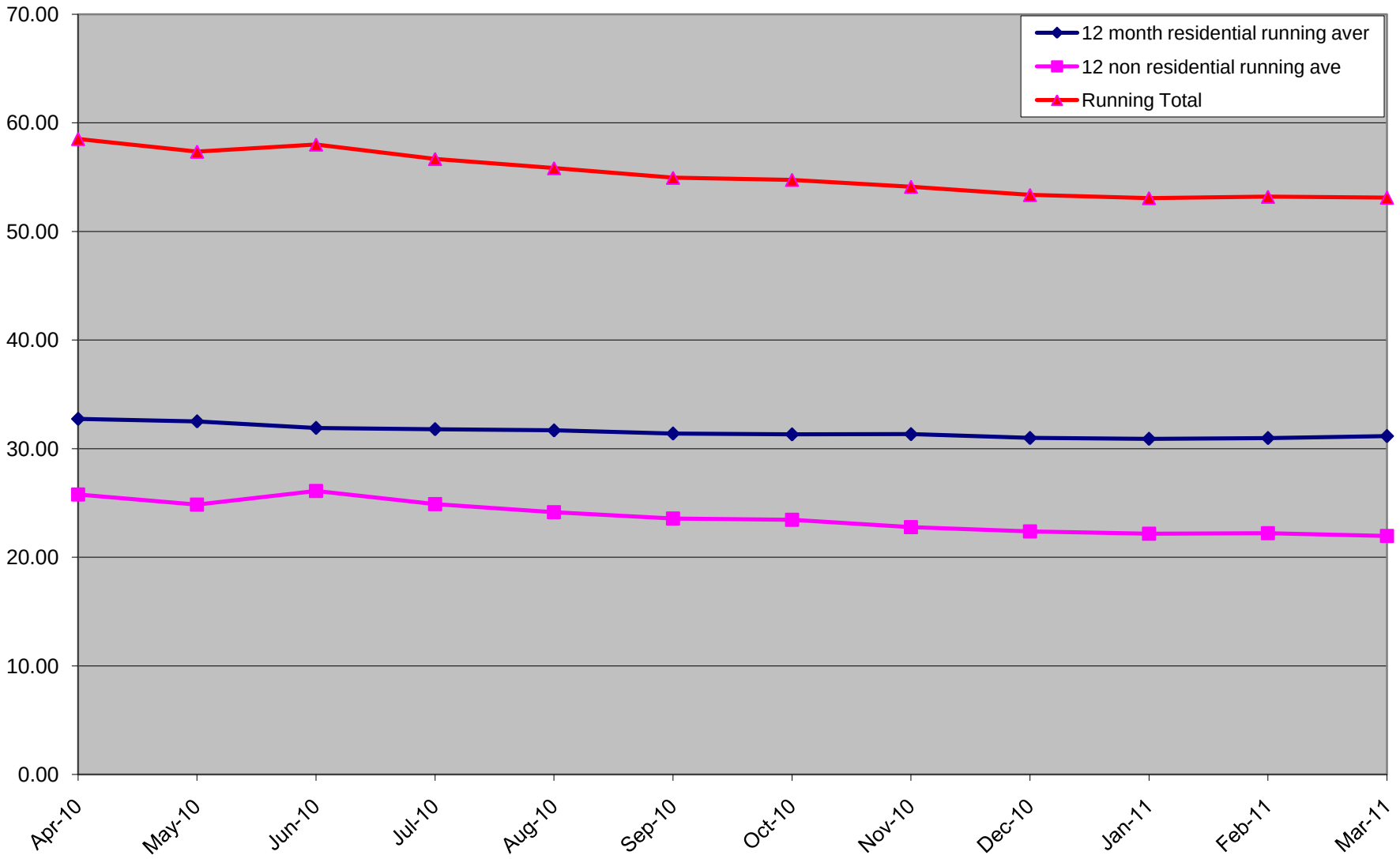
Running 12 Month Total									**637.41**			
12 mo Ave Residential	31.79	31.68	31.39	31.31	31.33	30.98	30.91	30.98	31.16			
12 mo Ave Non Residentia	24.89	24.15	23.55	23.44	22.78	22.37	22.16	22.22	21.96			
Total	56.68	55.83	54.95	54.75	54.11	53.36	53.07	53.20	53.12			
	Jul-10	**Aug-10**	**Sep-10**	**Oct-10**	**Nov-10**	**Dec-10**	**Jan-11**	**Feb-11**	**Mar-11**	**Apr-11**	**May-11**	**Jun-11**

FY 2010

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

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

Residential vs Non Residential Sales



Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/Type	Est. Water Loss (Gallons)*	Repair Material	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
3/3/2011	664 Magnolias ST. HMB	6" CIP	1,500	40' copp 3/4" nut 3/4 comp 3/4" angle 2 ton rock	$185.37 $11.20 $15.26 $76.91 $27.44	Men Hours 3 5	$1,725	$2,041.18
					Total $316.18			
3/31/2011	413 Miramontes St. HMB	1-1/4" Line	500	1-1/4" clamp 1 ton rock	$30.83 $13.75	Men Hours 3 2	$500	$544.58
					Total $44.58			
3/31/2011 8PM	607 Santiago St. EG	3/4" plastic service	2000	1' -3/4" copper 1- 3/4" com x comp 3 ton rock	5.45 15.26 41.66	Men Hours 4 3.5	$1,025	$1,045.71
					Total $20.71			
						Men Hours		$0.00
					Total $0.00			
						Men Hours		$0.00
					Total $0.00			
						Men Hours		$0.00
					Total $0.00			
						Men Hours		$0.00
					Total $0.00			

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

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

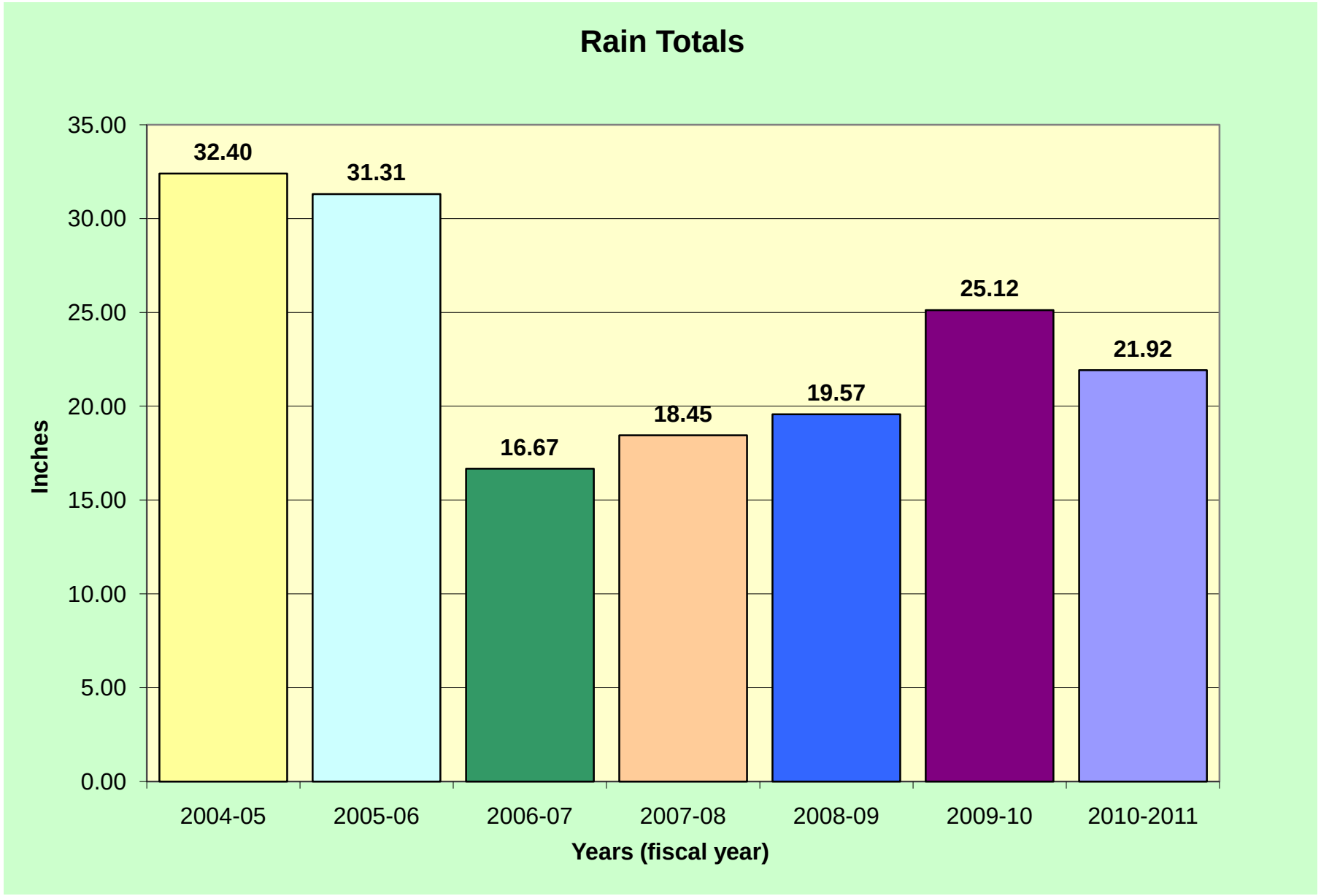
Total Person Hours 64

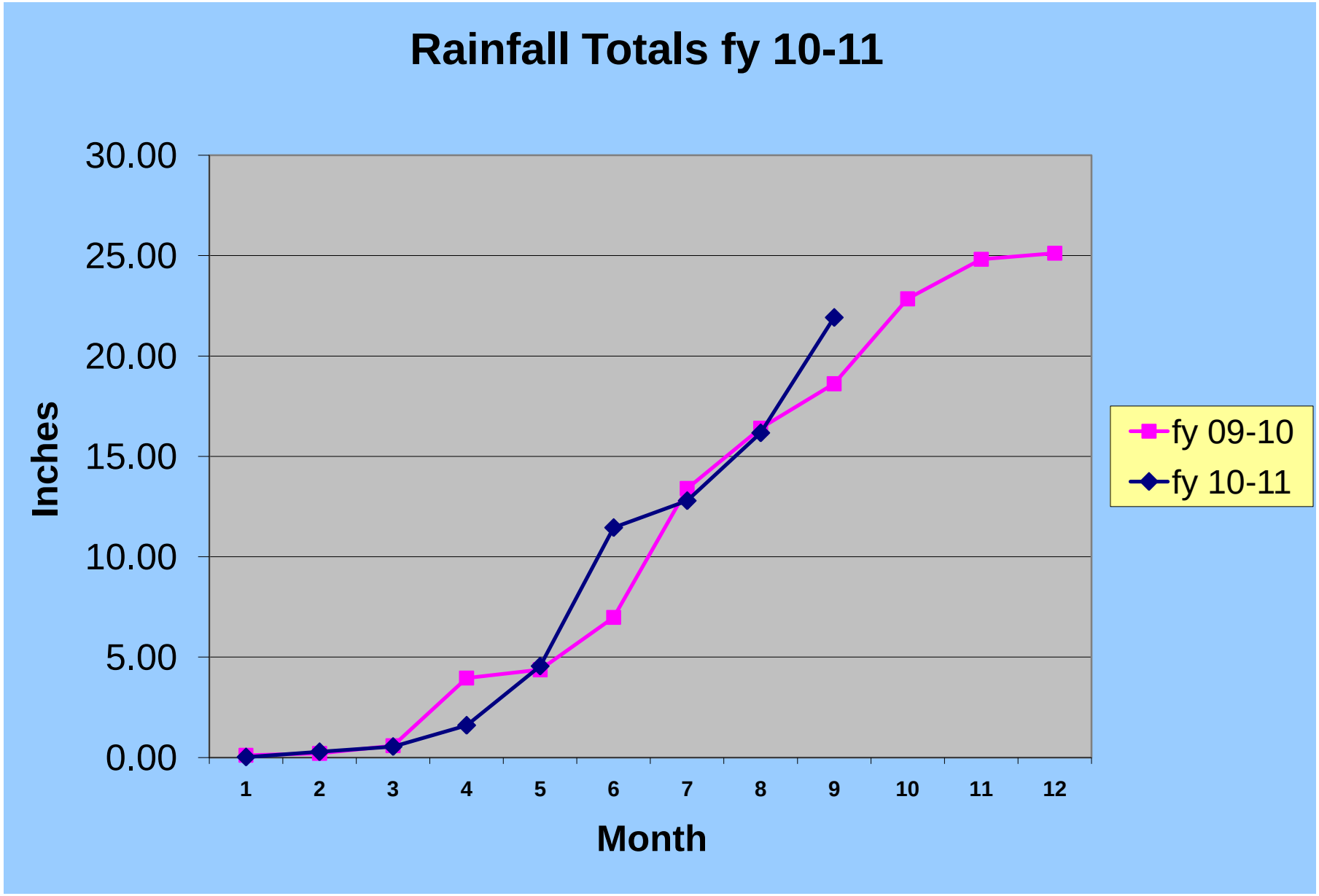
Total Water Loss 0.0040 MG

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

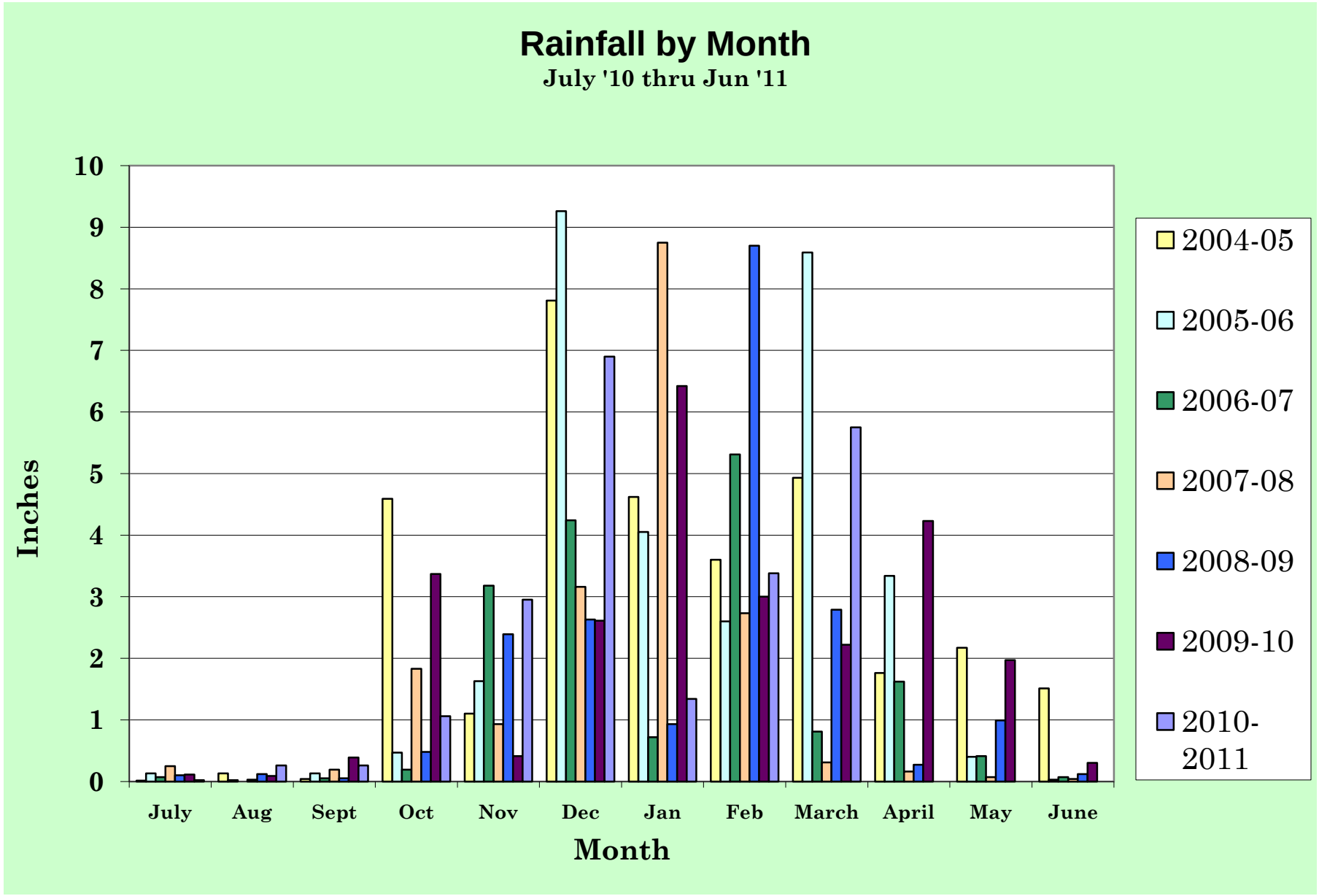
District Office
Rainfall in Inches

	2010						2011					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.01	0	0.17	0	0.04			
2	0	0.01	0	0	0	0	0.37	0	0.06			
3	0	0.01	0	0	0.01	0	0	0	0.02			
4	0	0.01	0	0	0	0.03	0	0	0.01			
5	0	0.03	0	0	0.01	0.35	0	0	0.02			
6	0	0.02	0	0	0	0.07	0	0	0.29			
7	0	0.02	0.07	0	0.77	0	0	0	0.06			
8	0	0.02	0.03	0.01	0.01	0.95	0	0	0.03			
9	0	0.01	0	0	0.1	0.04	0	0	0			
10	0	0.01	0	0	0.14	0.07	0	0	0.03			
11	0	0.02	0	0	0	0.01	0.04	0	0			
12	0	0.01	0.01	0	0	0.01	0	0	0			
13	0	0.02	0	0	0	0	0.21	0	0.14			
14	0	0	0	0	0	0.31	0.01	0.16	0.18			
15	0	0	0.03	0	0	0.01	0	0.41	0.31			
16	0	0.01	0	0.01	0	0.04	0.01	0.21	0.03			
17	0	0.01	0.03	0.11	0.01	0.35	0.01	0.63	0			
18	0	0	0.04	0	0.01	0.51	0	0.71	0.65			
19	0	0	0.02	0	0.41	1.42	0	0.47	1.11			
20	0	0.02	0	0.01	0.5	0.05	0	0	0.05			
21	0	0.01	0	0	0.17	0.19	0	0	0.05			
22	0	0	0.01	0.07	0.03	0.21	0	0	0.31			
23	0	0	0	0.13	0.33	0.01	0	0	0.38			
24	0	0	0	0.57	0	0	0	0.43	1.05			
25	0	0	0	0.01	0	0.82	0	0.29	0.06			
26	0	0	0	0	0	0	0	0.07	0.64			
27	0	0	0	0	0.43	0.01	0	0	0.22			
28	0	0	0	0	0	1.28	0	0	0			
29	0	0	0.01	0.09	0.01	0.16	0.04		0			
30	0.01	0.01	0.01	0.05	0	0	0.47		0			
31	0.01	0.01		0		0	0.01		0.01			
Mon.Total	0.02	0.26	0.26	1.06	2.95	6.90	1.34	3.38	5.75	0.00	0.00	0.00
Year Total	0.02	0.28	0.54	1.60	4.55	11.45	12.79	16.17	21.92	21.92	21.92	21.92


Rain Totals
35.00
30.00
25.00
20.00
15.00
10.00
5.00
0.00
Inches
32.40
31.31
16.67
18.45
19.57
25.12
21.92
2004-05
2005-06
2006-07
2007-08
2008-09
2009-10
2010-2011
Years (fiscal year)


Rainfall Totals fy 10-11
30.00
25.00
20.00
15.00
10.00
5.00
0.00
Inches
1
2
3
4
5
6
7
8
9
10
11
12
Month
fy 09-10
fy 10-11

Coastside County Water District



MONTHLY CLIMATOLOGICAL SUMMARY for MAR. 2011

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	50.2	61.0	3:00p	39.1	6:00a	14.8	0.0	0.04	2.5	18.0	10:30p	S
2	57.2	64.5	3:00p	52.2	12:30a	7.8	0.0	0.06	4.4	26.0	6:00a	SE
3	55.1	62.8	1:00p	47.1	10:30p	9.9	0.0	0.02	0.6	8.0	12:30p	SW
4	53.0	65.4	2:30p	43.7	7:00a	12.0	0.0	0.01	0.6	11.0	9:30a	NW
5	55.4	66.3	1:30p	45.9	4:00a	9.7	0.0	0.02	1.0	13.0	2:30p	NW
6	57.4	64.8	2:00p	52.1	12:00m	7.6	0.0	0.29	1.3	18.0	1:00p	SE
7	53.5	58.8	1:00p	49.8	6:00a	11.5	0.0	0.06	3.0	17.0	10:30a	WSW
8	55.6	63.1	1:30p	47.1	11:30p	9.4	0.0	0.03	0.8	11.0	3:30p	SW
9	53.8	65.0	12:00p	46.0	3:00a	11.2	0.0	0.00	0.9	10.0	2:00p	N
10	53.8	64.0	12:30p	43.3	5:30a	11.2	0.0	0.03	0.9	10.0	1:00p	S
11	52.8	59.9	11:30a	44.1	7:00a	12.2	0.0	0.00	1.3	13.0	1:00p	SW
12	52.1	60.0	4:00p	43.0	7:30a	12.9	0.0	0.00	0.9	9.0	1:00p	SSW
13	56.4	67.4	12:30p	48.7	12:30a	8.7	0.0	0.14	1.9	15.0	2:00p	SE
14	59.1	63.6	2:30p	56.5	5:30a	5.9	0.0	0.18	0.2	8.0	12:30p	SSE
15	58.6	63.1	1:30p	55.4	11:00p	6.4	0.0	0.31	1.0	12.0	3:30p	S
16	54.9	62.2	1:30p	43.7	12:00m	10.1	0.0	0.03	0.8	11.0	2:00p	SW
17	50.9	61.1	3:30p	39.7	5:00a	14.1	0.0	0.00	0.8	9.0	3:00p	SSW
18	53.0	57.3	8:30a	47.8	10:00p	12.0	0.0	0.65	2.6	26.0	9:30a	SE
19	51.1	58.3	2:00p	44.5	4:00a	13.9	0.0	1.11	5.2	40.0	8:30p	ESE
20	54.2	62.3	3:00p	44.8	12:00m	10.8	0.0	0.05	2.9	28.0	12:30a	SSW
21	51.8	60.5	2:30p	44.7	12:30a	13.2	0.0	0.05	1.6	13.0	10:00a	SW
22	53.2	64.7	1:00p	43.9	6:00a	11.8	0.0	0.31	3.6	20.0	12:00m	ESE
23	55.8	63.1	2:30p	51.3	12:30a	9.2	0.0	0.38	3.7	20.0	2:00a	S
24	52.3	56.4	3:00p	49.2	11:00p	12.7	0.0	1.05	4.5	27.0	9:00a	S
25	56.9	66.0	1:00p	50.6	12:30a	8.1	0.0	0.06	3.0	19.0	2:00a	SSW
26	55.5	63.7	12:30p	47.7	12:00m	9.5	0.0	0.64	2.9	18.0	6:30a	SSW
27	53.8	66.9	2:30p	44.2	2:30a	11.3	0.0	0.22	1.7	14.0	3:00p	S
28	51.7	59.6	2:00p	43.3	6:00a	13.3	0.0	0.00	1.7	14.0	2:30p	NW
29	52.9	61.1	3:00p	43.4	4:00a	12.1	0.0	0.00	2.0	16.0	3:30p	NW
30	57.6	67.3	4:30p	48.7	5:00a	7.5	0.1	0.00	1.1	13.0	4:00p	SSW
31	61.5	74.5	10:00a	50.3	6:00a	5.2	1.8	0.01	1.3	14.0	9:00a	SW
	54.6	74.5	31	39.1	1	326.0	1.9	5.75	2.0	40.0	19	SSW

Max >= 90.0: 0
Max <= 32.0: 0
Min <= 32.0: 0
Min <= 0.0: 0
Max Rain: 1.11 ON 03/19/11
Days of Rain: 22 (>.01 in) 11 (>.1 in) 2 (>1 in)
Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STATION *(Climatological)* Half Moon Bay | *(River Station, if different)* | MONTH Mar | 2011

STATE CA | COUNTY San Mateo | RIVER

TIME *(local)* OF OBSERVATION RIVER | TEMPERATURE 16:00 | PRECIPITATION 16:00 | STANDARD TIME IN USE

TYPE OF RIVER GAGE | ELEVATION OF RIVER GAGE ZERO | FLOOD STAGE | NORMAL POOL STAGE

WS FORM B-91 (03-09)

U.S. DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION
NATIONAL WEATHER SERVICE

RECORD OF RIVER AND CLIMATOLOGICAL OBSERVATIONS

DATE	TEMPERATURE: 24 HRS ENDING AT OBSERVATION MAX	MIN	AT OBSN	PRECIPITATION: 24 HR AMOUNTS Rain, melted snow, etc. (in and hundredths)	Snow, ice pellets, hail (ins.and tenths)	AT OB Snow, ice pellets, hail ice on ground (in)	Draw a straight line (-------) through hours precipitation was observed, and a wavy line (~~~~~) through hours precipitation probably occurred unobserved: A.M. 1 2 3 4 5 6 7 8 9 10 11 NOON P.M. 1 2 3 4 5 6 7 8 9 10 11	WEATHER (Observation Day) Mark 'X' for all types occurring each day: Fog	Ice pellets	Glaze	Thunder	Hail	Damaging winds	Time of occurrence if different from above	RIVER STAGE: Condition	Gage reading at ___ AM	Tendency	REMARKS (SPECIAL OBSERVATIONS, ETC.)
1	59	35	56	0.00													
2	57	49	56	0.09													
3	58	51	55	0.03													
4	58	39	55	0.01													
5	63	42	60	T													
6	63	52	57	0.25													
7	57	51	53	0.15													
8	59	50	58	0.15													
9	60	42	59	0.00													
10	59	40	57	0.01													
11	58	41	57	0.01													
12	59	40	59	0.00													
13	63	44	56	T													
14	60	55	57	0.27													
15	58	53	56	0.03													
16	58	52	57	0.33													
17	58	36	57	0.02													
18	59	45	49	0.58													
19	55	40	50	0.67													
20	59	42	55	0.63													
21	58	41	55	0.10													
22	60	41	55	0.25													
23	59	47	59	0.46													
24	59	47	50	0.91													
25	61	46	60	0.09													
26	61	49	57	0.74													
27	61	41	57	0.01													
28	58	40	56	0.22													
29	60	40	58	0.01													
30	64	46	64	0.00													
31	69	43	64	0.00													
	59.7	44.5	SUM	6.02													

CHECK BAR (for wire weight) **NORMAL CHECK BAR**

READING	DATE

Fog	Ice pel	Glaze	Thund	Hail	Dam winds

CONDITION OF RIVER AT GAGE

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

OBSERVER

SUPERVISING OFFICE
MTR San Francisco

STATION INDEX NO.
04-3714-04

San Francisco Public Utilities Commission
Hydrological Conditions Report
For March 2011

J. Chester, B. McGurk, A. Mazurkiewicz, & M. Tsang, April 5, 2011

What a difference a year and huge snowpack makes! –Huckleberry cabin (upper left) during the April 1st snow survey this year, and the cabin (upper right) after USFS snow surveyors Marty Gmelin and Kendall Jewett dug out the 2nd floor door and 1st floor window. The lower photo (courtesy of T. Henner) shows Huckleberry Cabin on April 1st 2010.

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

Table 1
Current Storage
As of April 1, 2011

Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy [1/]	210,971		340,830		129,859		61.9%
Cherry [2/]	210,210		268,810		58,600		78.2%
Lake Eleanor [3/]	22,797		23,541		744		96.8%
Water Bank	570,000		570,000		0		Full
Tuolumne Storage	1,013,978		1,203,181		189,203		84.3%
Local Bay Area Storage							
Calaveras [4/]	63,779	20,782	96,824	31,550	33,045	10,768	65.9%
San Antonio	50,496	16,454	50,496	16,454	0	0	Full
Crystal Springs	57,052	18,591	58,377	19,022	1,325	431	97.7%
San Andreas	18,680	6,087	18,996	6,190	316	103	98.3%
Pilarcitos	2,780	906	2,995	976	215	70	92.8%
Total Local Storage	192,787	62,820	227,688	74,192	34,901	11,372	84.7%
Total System	1,206,765		1,430,869		224,104		84.3%

[1/] Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.
[2/] Maximum Cherry Reservoir storage with all flash-boards out.
[3/] Maximum Lake Eleanor storage with all flash-boards out.
[4/] Available capacity does not take into account current DSOD storage restrictions.

Hetch Hetchy System Precipitation Index [5/]

Current Month: March was a very wet month with 18 days of measurable precipitation and a monthly total that was well above normal. The March six-station precipitation index accumulated 13.63 inches or 251.0% of the average index for the month. It was the fourth wettest March on record for the Hetch Hetchy precipitation gauge with an accumulation of 13.14 inches.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2011 is 50.96 inches, which is 143.2% of the average annual water year total, or 172.0% of the average annual-to-date. The Hetch Hetchy gauge has accumulated the 2nd highest October-through-March total on record this water year, 51.1 inches, being exceeded only by 1983. The Hetch Hetchy gauge is shown in Figure 1 in red, and is well above the median line.

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

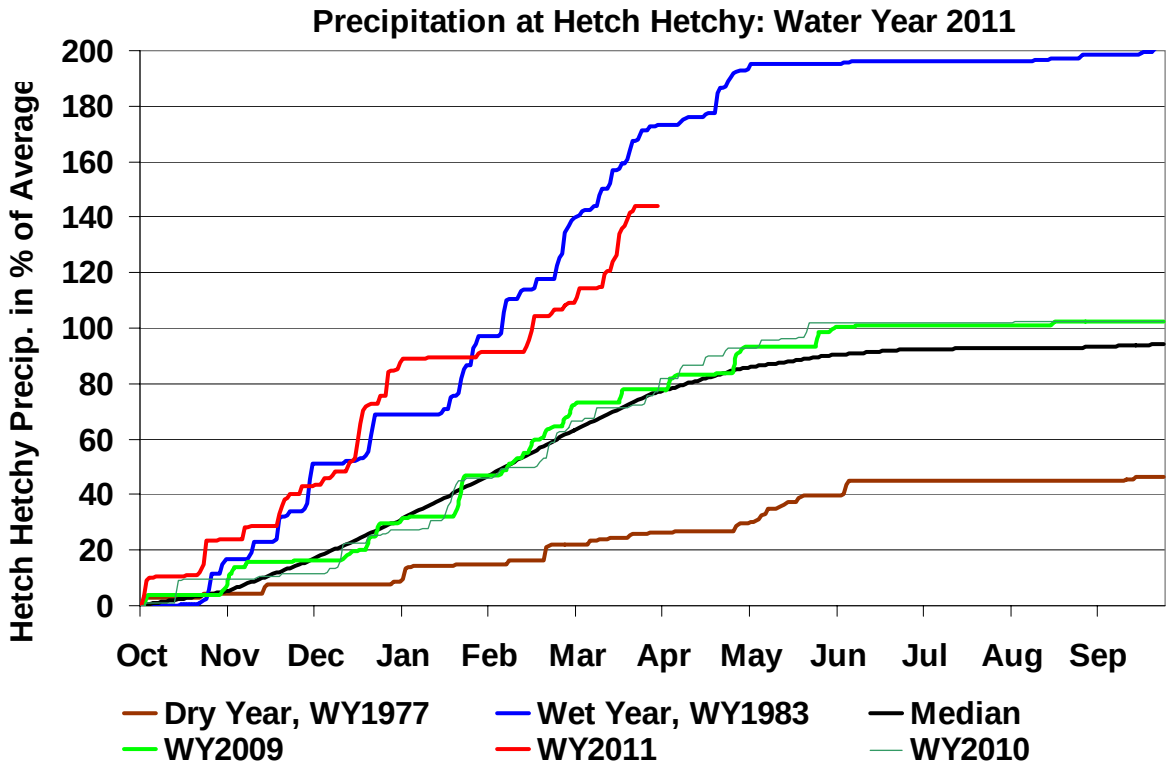


Figure 1: Water year 2011 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month March. Precipitation curves for wet, dry, median, and WY 2010 years for the station at Hetch Hetchy are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of March 31st is summarized below in Table 2. The well above-normal precipitation caused monthly inflows to be above normal.

Table 2
Unimpaired Inflow
Acre-Feet

	March 2011				October 1, 2010 through March 31, 2011			
	Observed Flow	Median[6]	Average[6]	Percent of Average	Observed Flow	Median[6]	Average[6]	Percent of Average
Inflow to Hetch Hetchy Reservoir	59,572	38,023	41,388	144.0%	288,310	114,363	131,004	220.1%
Inflow to Cherry Reservoir and Lake Eleanor	44,136	36,974	41,474	106.4%	215,678	109,583	135,854	158.8%
Tuolumne River at La Grange	403,295	161,637	191,542	210.6%	1,233,768	508,939	611,219	201.9%
Water Available to the City	255,688	30,065	69,031	370.4%	582,276	143,062	231,718	251.3%

[6] Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in March totaled 87,590 acre-feet which met SJPL deliveries, fisheries releases, and reservoir management goals.

A total of 58,342 acre-feet of power draft was made at Cherry Reservoir to lower reservoir elevation in anticipation of snowmelt runoff and to support the City's Municipal load, District Class 1, other loads or accounts, and sales. 14,672 acre-feet of water was transferred from Eleanor to Cherry in March in order to make efficient use of available water and control reservoir elevation at Lake Eleanor.

Local System Water Delivery

The water delivery rates for the month averaged 164 MGD. This is an 11% decrease from the February average rate of 184 MGD. The decrease in delivery rate was largely in response to the well above-average precipitation recorded in March.

Local Precipitation

March weather was dominated by a series of Pacific storms which filled local watershed rain gauges with nearly double the expected rainfall for the month. By month's end, March precipitation exceeded the recorded rainfall totals for both January and February combined. The above-average precipitation also filled local area reservoirs and reduced region-wide water consumption. The March rainfall summary is presented in Table 3.

Table 3
Precipitation Totals At Three Local Area Reservoirs For March 2011

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date [7] (inches)	Percentage of Normal for the Year-to-Date [7]
Pilarcitos	10.37	189 %	41.20	120 %
Lower Crystal Springs	7.45	194 %	27.03	114 %
Calaveras	6.23	191 %	22.87	122 %

[7] WY 2011: Oct. 2010 through Sep. 2011

Snowmelt and Water Supply

March storms brought cool temperatures and significant snowpack accumulation in the high country. The series of storms maintained a snowline below 5000 feet, with it extending as low as 2500 feet. Snowfall accumulations during the month total nearly 12 feet in the high country. This brings the overall snowpack to 178% of April 1st snow conditions as measured by manual snow surveys. These snow survey results put this year's snowpack as the fifth largest snowpack for the Tuolumne Basin since consistent measurements began in 1940. With the magnitude of the mountain snowpack, reservoir management will focus on maintaining controlled releases through the spring runoff season.

April has begun with warm temperatures and sunny skies which is triggering melting of the low-elevation snowpack. These conditions will give way to cooler temperatures and the possibility of mountain snow showers later in the week. Currently the NWS Climate Prediction Center forecasts below-normal temperatures and slightly below-normal precipitation for the month of April.

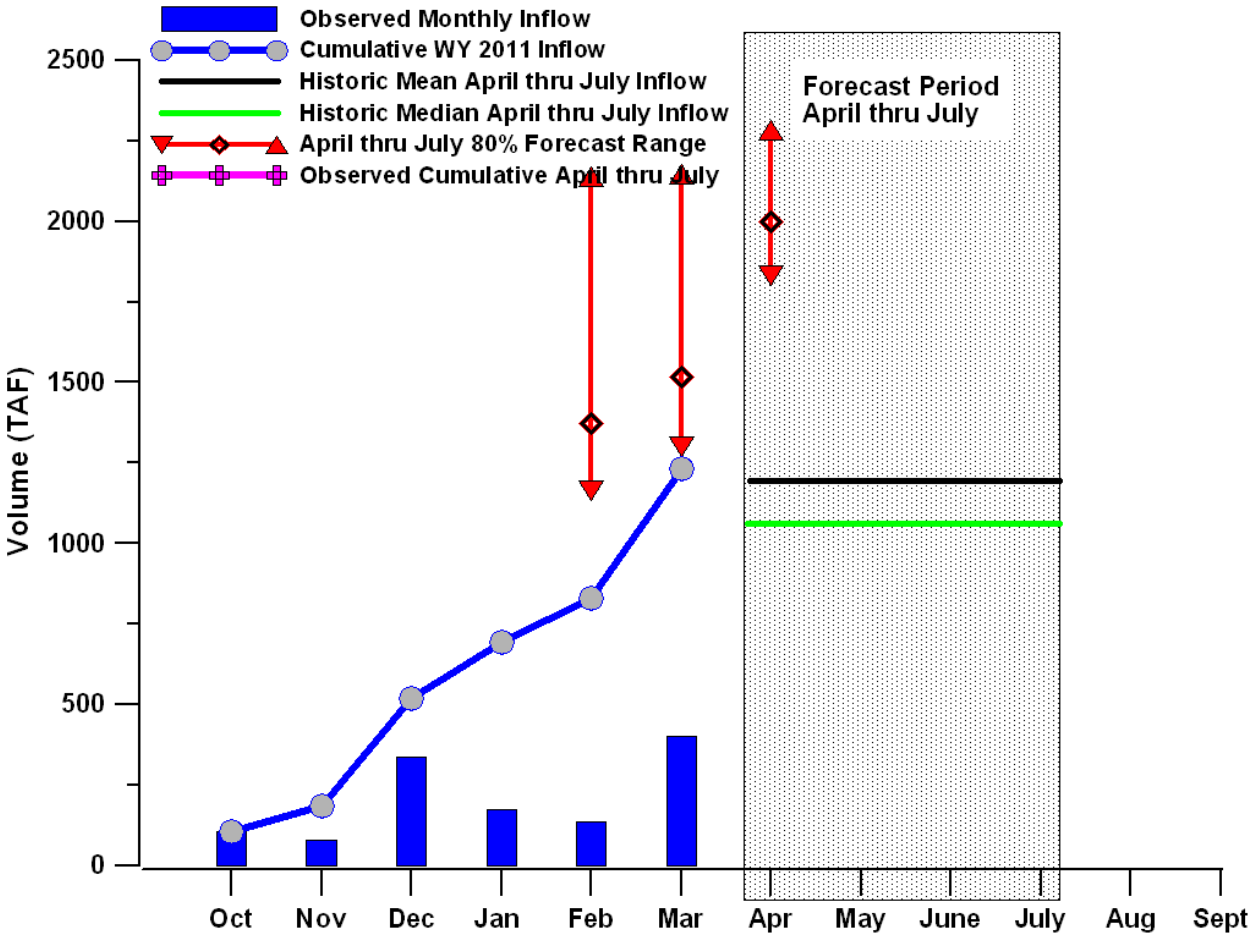


Figure 2: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

The Tuolumne Basin Water Supply Forecast Model was executed using the measured snow course, precipitation, and runoff data. The forecast indicates that the median amount of runoff that may occur this year is about 185% of the long-term median (Figure 2). The median forecast of April-to-July runoff at La Grange is about 2,000 TAF, compared to the long-term median runoff for the April-thru-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July unimpaired runoff will be between 1,830 TAF and 2,280 TAF.

A moderate amount of water became available to the City, raising the water year total to 582,276 acre-feet (Figure 3).

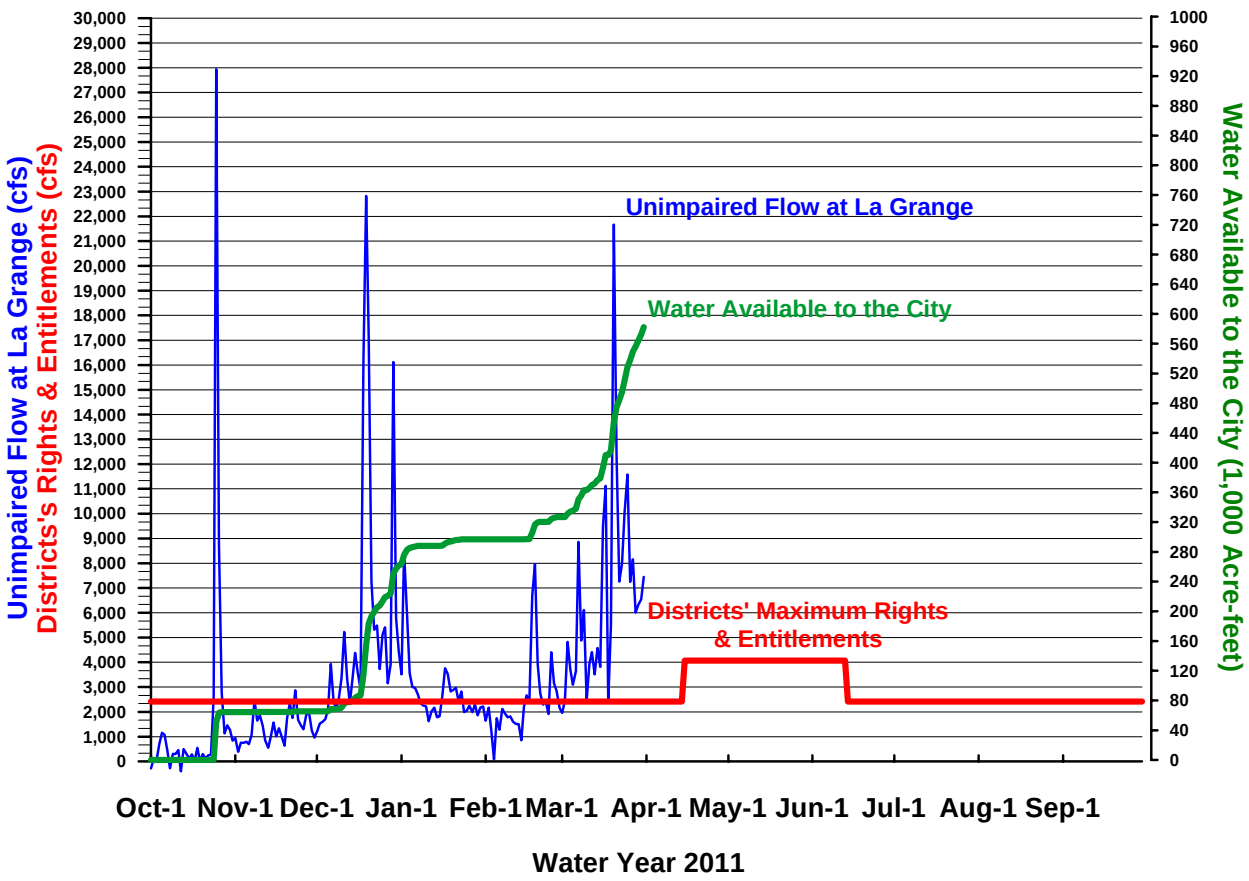


Figure 3: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1st, 2010 through March 31st, 2011 was 582,276 acre-feet.

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

STAFF REPORT

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

From: **Dave Dickson, General Manager**

Agenda: **April 12, 2011**

Date: **March 22, 2011**

Subject: **Acceptance of Non-Complex Pipeline Extension Project – 411 Chesterfield Avenue**

Recommendation:

Accept the water system improvements for the Non Complex Pipeline Extension Project at 411 Chesterfield Avenue as complete.

Background:

A non-complex pipeline extension project for 411 Chesterfield Avenue was completed in July 2010. The District postponed the acceptance of this project due to incomplete paperwork with the applicant. All documentation is now complete.

The District accepts the project utility system according to the conditions listed below:

- √ That the Project Utility System was constructed in accordance with the district regulations.

- √ All costs for the construction of the Project have been borne by the applicant. No outstanding fees are due at this time.

Fiscal Impact: None.

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **April 12, 2011**

Report Date: April 7, 2011

Subject: **Award of Contract for Denniston EIR Work**

Recommendation:

Staff recommends that the Board authorize the General Manager to execute a contract with Analytical Environmental Services to prepare an Environmental Impact Report for the District's Denniston/San Vicente Water Supply Project at an estimated time-and-materials cost of $282,000.

Background:

The State Water Resources Control Board's Division of Water Rights (SWRCB), in a letter to the District dated October 13, 2010, notified us of the requirement to prepare an environmental document in support of our petition for extension of time to perfect our water rights under our current water right permit. In addition to addressing the SWRCB's specific requirements, we will also need to evaluate the environmental impacts of other elements of the Denniston/San Vicente Water Supply Project, including our diversions from both creeks, construction of the San Vicente diversion structure and pipeline, and the restoration of Denniston Reservoir.

Staff, including District Counsel Patrick Miyaki and Special Water Rights Counsel Alan Lilly, has concluded that preparing a full Environmental Impact Report (EIR) will be the best way to analyze the complex biological and hydrological issues involved in Denniston/San Vicente and to address the concerns of permitting agencies and other stakeholders. We also believe that having a highly qualified and experienced firm prepare the EIR will serve the best interests of the District.

We identified two leading environmental firms qualified to perform this work, Environmental Science Associates (ESA) and Analytical Environmental Services (AES). Both received our Request for Proposal (see Attachment A), met with us, and submitted proposals.

Both ESA and AES are qualified to perform this work for the District and both submitted excellent proposals. After careful evaluation of the proposals, staff recommends that the contract be awarded to AES for reasons that can be summarized as follows:

- AES's Project Understanding and Project Approach address the District's needs with greater specificity.
- The AES proposal does a better job of identifying project deliverables.
- The AES proposal provides an essentially turnkey product, while ESA's approach requires the District to retain consultants for the two most important elements of the technical analysis supporting the EIR: biology and hydrology.
- AES presented more experience dealing with water rights issues before the SWRCB, including environmental analyses supporting petitions for extensions of time.

Although our evaluation was not based on cost, the time-and-materials budgets presented by the two firms were comparable. AES estimated more hours of effort at a lower average cost then ESA and included all subconsultant costs. ESA's cost estimate did not include the subconsultant costs, which the District would need to pay separately.

Staff reviewed the proposals and recommendation in detail with the Facilities Committee on April 6. Attachment B presents the AES proposal.

AES's estimated cost for the EIR work, including subconsultant costs of $88,800, is $281,585. The EIR work would be completed over a period of approximately one year.

Fiscal Impact:
Estimated time-and-materials cost of $281,585. The proposed Fiscal Year 2011/12 – 2020/21 CIP budget estimate of $200,000 for this work will be increased to cover the added cost.

Attachment A

District Request for Proposal dated February 24, 2011
(attachments not included)

February 24, 2011

Mr. Chris Stabenfeldt
Analytical Environmental Services
1801 7th Street, Suite 100
Sacramento, CA 95811

Re: Request for Proposal
Denniston/San Vicente Water Supply Project Environmental Impact Report

Dear Mr. Stabenfeldt:

Coastside County Water District ("District") seeks professional consulting services in connection with the preparation of an Environmental Impact Report for the District's Denniston/San Vicente Water Supply Project. We would like to invite your firm to evaluate our needs and then, if you are interested, to prepare a proposal for these services. This letter provides an introduction to the project for which the EIR will be prepared and discusses the information that must be addressed in your proposal.

Project Background

The District serves a population of about 17,000 people in the City of Half Moon Bay and in the El Granada and Princeton areas of unincorporated San Mateo County. The District obtains about 80% of its water supply from the San Francisco Public Utilities Commission (SFPUC) system and the remainder from District wells in Pilarcitos Canyon and from surface and groundwater sources in the Denniston Creek watershed. The project to be analyzed in the EIR will focus on the District's water supplies from Denniston and San Vicente Creeks. Figure 1 shows the locations of Denniston and San Vicente Creeks and the proposed project facilities.

Seeking to expand its local water supply, the District filed water-right Application 22680 (Exhibit A) with the State Water Rights Board in 1966. The State Water Resources Control Board (successor to the State Water Rights Board, referred to here as the "SWRCB") issued water-right Permit 15882 (Exhibit B) in 1969. This permit authorizes the District to divert up to 2 cubic feet per second (cfs) of water from Denniston Creek and up to 2 cfs of water from San Vicente Creek. The proposed facilities that were listed in the application were: (1) a diversion facility on San Vicente Creek consisting of a sump and pump station; (2) an 8-inch diameter cast iron pipe from the San Vicente diversion to Denniston Creek; (3) a pump station at the westerly end of Denniston Reservoir; (4) a water treatment plant located southerly of this reservoir; and (5) a treated-water pipeline from the treatment plant to the District's existing water distribution system.

In 1973, the District completed the construction of the Denniston Creek Project and began diverting water from Denniston Creek in conformance with Permit 15882. Facilities constructed as part of the Denniston Creek Project include the Denniston pump station, the Denniston water treatment plant, the 1.5 mg Denniston water storage tank and a 12-inch diameter pipeline that conveys treated water from the water treatment plant to Clipper Ridge, the nearest point of connection with the water distribution system. This project was designed for a maximum capacity of approximately 1,000 gpm, but diversions have been less than this maximum amount because of insufficient transmission system capacity between the Denniston area and the Half Moon Bay area. Exhibit C presents data on the District's historical diversions from Denniston Creek.

The District has not yet constructed the facilities described in Application 22680 for diversion of water from San Vicente Creek. The District did divert some water from San Vicente Creek via a temporary pipeline in the 1980's, but discontinued these diversions because of taste and odor problems caused by temporary storage of the diverted water in Upper San Vicente Reservoir.

Permit 15882 originally specified a 1971 deadline for completing construction work and a 1972 deadline for complete application of water to beneficial use. Since these dates, the District has filed several petitions for extensions of these deadlines (often called "petitions for extensions of time" by the SWRCB). The SWRCB issued an order approving the District's most recent petition for extension of time on November 15, 1993 (see Exhibit D). This order gave the District until December 31, 2001 to complete construction of improvements and until December 31, 2003 to make full beneficial use of the 2 cfs from Denniston Creek and the 2 cfs from San Vicente Creek for which diversions are authorized by the permit. The District filed another petition for extension of time in June 2004 (Exhibit E). The SWRCB has not yet acted on this petition. If the SWRCB grants this petition, then the District will have until December 31, 2016 to complete construction and full application of the water to beneficial use.

The SWRCB Division of Water Rights issued a public notice for this petition on November 19, 2009 (Exhibit F). In response to this notice, the National Park Service filed a protest dated December 22, 2009 and the Department of Fish and Game ("DFG") filed a memorandum dated January 14, 2010. The Division of Water Rights refused to accept DFG's memorandum as a protest, because it was filed after the filing deadline. The Division refused to accept NPS's protest because it did not describe any potential impacts related to the District's petition for extension of time (see Exhibit G for copies of these documents). DFG sent a response to the Division's memorandum (Exhibit H), which further emphasized the need for environmental review. While Division of Water Rights refused to accept these protests, these protests still provide some indication of issues that may need to be addressed in the EIR.

In a letter dated October 13, 2010 (Exhibit I), Kathleen Groody of the Division of Water Rights informed the District of the need to prepare an environmental document

evaluating the impacts of the potential increase in diversions that will occur if the petition for extension of time is approved. The District responded in a letter dated January 28, 2011 (Exhibit J).

Denniston/San Vicente Facilities Improvement Projects

The District has completed and is constructing several projects that will allow the District to maximize its diversions from Denniston and San Vicente Creeks. These projects, which all have been analyzed in prior CEQA documents, are:

- El Granada Pipeline Replacement Project: This project, the final phase of which was completed in 2009 at a construction cost of approximately $5 million, replaced the District's 10-inch north-south pipeline with a new 16-inch line, improving the District's ability to supply water to the entire District from the Denniston water treatment plant.

- Denniston Storage Tank Modification Project: Also completed in 2009, the Denniston storage tank modifications ($600,000 construction cost) removed chlorine contact time limitations that had restricted Denniston treatment plant flows to 350 gallons per minute.

- Denniston Water Treatment Plant Improvements Project: The District plans to begin construction of this project during the summer of 2011, at an estimated cost of approximately $7 million. This project's improvements to the existing treatment plant include new chemical storage and feeding facilities, contact clarifiers for pretreatment of high turbidity raw water, new washwater and solids handling systems, new raw water pumps, and improvements to electrical and control systems. By enabling the plant to treat the high-turbidity water typical of winter flows in Denniston Creek, these improvements will enable the District to significantly increase its annual diversions from Denniston Creek without affecting minimum stream flows or agricultural water supplies during the dry season.

The District also is planning to proceed with the following projects, which first must be analyzed in the new EIR for the Denniston/San Vicente Water Supply Project:

- San Vicente Diversion Structure and Pipeline: The design work for this project is scheduled to begin in the summer of 2011. This project will include a new San Vicente Creek diversion structure and pump station and a 4,100 foot pipeline to convey San Vicente Creek water to the Denniston Water Treatment Plant pump station.

- Denniston Reservoir Restoration: Siltation and vegetation growth have reduced the Denniston Reservoir to a small fraction of its original size. The District

currently has a Fish and Game Code section 1600 agreement that authorizes the District to dredge 400 cubic yards annually from Denniston Reservoir, to keep the District's water intakes in this reservoir free of sediment. The proposed restoration project will restore the entire volume of the reservoir (approximately 30 acre-feet**)**, which will improve raw water quality in the reservoir and allow better management of available water for all purposes. After this restoration is completed, this restoration project will involve ongoing maintenance dredging of the reservoir and related activities to maintain the reservoir's restored capacity.

Proposed EIR Scope

The District anticipates that the Denniston/San Vicente Water Supply Project EIR will address impacts of the following:

- The increases in the instantaneous and annual rates of the District's diversions from Denniston Creek from (1) the rates that would be included in a water-right license, if the SWRCB were to deny the District's 2004 petition for extension of time and issue a water-right license to replace Permit 15882, to (2) the maximum rates at which the District's diversions from Denniston Creek could occur if the District's petition is granted.
- The maximum instantaneous and annual rates of the District's diversions from San Vicente Creek that could occur if the District's petition for extension of time is granted.
- Construction of the San Vicente diversion structure and pipeline, as described above.
- Dredging, restoration and on-going maintenance of the Denniston Reservoir, as described above.

Proposed Scope of Work and EIR Content

We request that your proposal include the following:

- Proposed scope of work and proposed outline of the EIR
- Estimated total budget and estimated costs by task
- Project schedule
- Proposed project team, including subconsultants
- Qualifications of your firm, project team, and subconsultants
- Description of your proposed project team's specific experience related to:
    - Water-rights actions before the State Water Resources Control Board
    - Petitions for extension of time for water-right permits
    - Coastal stream fisheries issues

Proposal Due Date: March 25, 2011, 4:00 p.m.

District staff will be available to provide you with any further information or background you may need on our project. Please call me at 650-726-4405 if you have any questions.

Sincerely yours,

David R. Dickson
General Manager

Attachment B

AES Proposal Dated March 25, 2011

PROPOSAL

DENNISTON/SAN VICENTE WATER SUPPLY PROJECT ENVIRONMENTAL IMPACT REPORT

MARCH 25, 2011

SUBMITTED TO:

Coastside County Water District
Attn: David Dickson, General Manager
766 Main Street
Half Moon Bay, CA 94019
(650) 726-4405

SUBMITTED BY:

Analytical Environmental Services
1801 7th Street, Suite 100
Sacramento, CA 95811
(916) 447-3479
www.analyticalcorp.com

ANALYTICAL ENVIRONMENTAL SERVICES

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

March 25, 2011

RE: Proposal for the Denniston/San Vicente Water Supply Project Environmental Impact Report

Dear Mr. Dickson:

Analytical Environmental Services (AES) is pleased to submit the accompanying proposal to assist the Coastside County Water District (District) with professional consulting services in connection with the preparation of an Environmental Impact Report (EIR) for the Denniston/San Vicente Water Supply Project. We are enthusiastic about the opportunity to work with the District and are confident that you will recognize AES as capable of providing the highest quality of environmental compliance services.

AES has a proven track record for completing CEQA documents for water/wastewater infrastructure projects as well as in support of State Water Resources Control Board (State Water Board) processing of water right applications, and related permits. As testimony to the quality of our work, we have completed or are currently preparing CEQA documents for over 100 water right projects for a variety of clients, including municipal water districts, irrigation districts and individual property owners. Our water rights practice has included preparation of numerous environmental documents for projects that have included water rights actions, petitions for extension of time for water-right permits, coastal stream fisheries issues with related water diversion/conveyance/storage components.

In combination with our teaming partners, Steele Biological Consulting, Balance Hydrologics and HydroFocus, the AES team can complete all necessary technical studies, seamlessly navigate the State Water Board water rights process, provide informed guidance to the CCWD on appropriate strategies for dealing with regulatory complexities and complete technically defensible environmental documentation in a concise and readable form. Our teaming partners have unique knowledge of baseline conditions within the watersheds having completed extensive technical studies for the District. Although it is recognized that additional work may have been completed directly for the District by our partners, we believe that including them on our team will improve efficiency and allow for a more integrated work product prepared in collaboration throughout the environmental review process. The following represent a few of our projects involving CEQA documents for water right applications and water supply facilities:

- **North Gualala Water Company Water Project EIR**, Mendocino County, CA
- **Pescadero Community Sewer Project Mitigated Negative Declaration (MND)**, San Mateo County, CA
- **Guenoc Ranch Water Facilities Water Rights Modification EIR and Technical Studies**, Lake and Napa Counties, CA
- **East Sanel Irrigation Company Water Right EIR**, Mendocino County, CA
- **Anderson Creek Watershed Group Water Right CEQA documentation**, Mendocino County, CA

- **Walt Ranch Erosion Control Plan Application EIR, Napa County, CA**, Napa County, CA
- **Cooley Ranch (Vino Farms) Water Right CEQA documentation**, Sonoma County, CA
- **San Jose Water Company Pipeline CEQA documentation**, City of San Jose, CA
- **Ventura County Watershed Protection District Water Right for Underground Storage**, Ventura County, CA

AES's approach to project management and environmental document preparation has proven to be very successful in meeting compliance requirements in a timely and cost efficient manner. We would like an opportunity to apply this approach to your project. Should you have any questions, or need additional information, please contact me at (916) 447-3479 or by email at cstabenfeldt@analyticalcorp.com.

Sincerely,

Chris Stabenfeldt, AICP
Senior Project Manager

Enclosure: Proposal

TABLE OF CONTENTS

Contact Information:

David Zweig, PE, Principal-in-Charge
Chris Stabenfeldt, AICP, Senior Project Manager

Analytical Environmental Services
1801 7th Street, Suite 100
Sacramento, CA 95811
Phone: (916) 447-3479, Fax: (916) 447-1665
www.analyticalcorp.com

PROJECT UNDERSTANDING

Coastside County Water District (CCWD) provides service to an area covering over 14 square miles in San Mateo County. CCWD service area includes the City of Half Moon Bay and unincorporated areas including Miramar, Princeton by the Sea and El Granada. CCWD currently serves a population of over 18,000 residential customers.

CCWD has four primary sources of water supply; Pilarcitos Lake and Crystal Springs Reservoir owned and operated by the San Francisco Public Utilities Commission (SFPUC) and the Pilarcitos Well Field and the Denniston/San Vicente Project, including both surface and groundwater sources, owned and operated by CCWD. Currently, approximately 80% of the annual District wide demand is purchased by the CCWD from the SFPUC with the remaining 20% produced locally from both wells and surface water. It is our understanding that the amount of water available from SFPUC has recently been capped, and may be futher reduced in the future, increasing the need to fully develop local sources.

The CCWD system consists of two water treatment plants, 17 miles of transmission pipeline, 83 miles of distribution pipeline, several water storage tanks and supporting equipment and facilities. CCWD has and is continuing to implement capital projects to improve efficiency and reliability and to ensure that there will be treatment capacity to allow full development and use of their local surface water rights and purchased water. CCWD approved and completed the upgrade of the El Granada Transmission Pipeline between the Denniston Water Treatment Plant and the Nunes Treatment Plant to allow service to the northern portion of its service area utilizing SFPUC water from the south or local water from the north depending on seasonal conditions and availability. CCWD also completed modifications to the Denniston Storage Tank in 2009 to remove chlorine contact time limitations that had restricted flows. In addition, CCWD just approved plans and specifications to complete improvements to the Denniston Water Treatment Plant to allow treatment of lower quality raw water from local surface sources while improving the reliability and security of the CCWD's water supply.

The improvements that are currently contemplated by CCWD are intended to serve build-out under the Local Coastal Plan (LCP) including service to approximately 6,200 current connections and approximately 1,800 additional services, about 1,400 of which have already been purchased. Both San Mateo County and the City of Half Moon Bay adopted growth control measures that have reduced the overall development within the CCWD service area. These growth restrictions, in conjunction with LCP policies, require phasing of utility infrastructure, including water production, treatment and transmission capacity increase to correspond to and be in phase with development planned for and contemplated by the LCP. The slow but steady growth planned for in the LCP in combination with the escalating costs and uncertainty as to the long-term reliability of water imported from the SFPUC compels CCWD to fully utilize local supplies to ensure that they can meet long-term water supply needs for the growth that has already been authorized within the service area.

To expand its local water supply, CCWD filed water-right application 22680 with the State Water Rights Board (SWRB) in 1966. In 1969, the State Water Resources Control Board (SWRCB), the successor to the SWRB, issued water-right Permit 15882. The permit authorizes CCWD to divert up to 2 cubic feet per second (cfs) from both Denniston and San Vicente Creeks. The proposed facilities listed in the application include:

- A diversion facility on San Vicente Creek consisting of a sump and pump station (limited diversion in place) (improvements part of project);
- An 8-inch diameter pipeline from the San Vicente diversion to Denniston Creek (part of project);
- A pump station at the westerly end of Denniston Reservoir (in place);
- A water treatment plant located southerly of this reservoir (in place and with expanded treatment capacity approved), and
- A treated water pipeline from the treatment plant to the existing water distribution system (in place).

In 1973, CCWD completed construction of the Denniston Creek Project which included the Denniston pump station, the Denniston water treatment plant, the Denniston water storage tank and a pipeline connecting the storage tank to the main distribution system. The Denniston Creek diversion has been utilized at times by the District up to 1.9 cfs during various times of the year and the water from that source has been put to beneficial use. Full development of the diversion and placing into beneficial use this water up to the authorized diversion is the goal of the District within the extension of time sought. CCWD has constructed a diversion on San Vicente Creek but historic usage has been limited to some domestic use in the 80's and more recent diversions for agricultural use by more senior water rights holders through an agreement with the CCWD. The pipeline connection to Denniston Creek has not been completed although water was diverted via a temporary pipeline in the 1980's but discontinued because of taste and odor problems. Full development of the facilities to divert and put to beneficial use the previously authorized water is the goal of this portion of the extension of time petition.

Permit 15882 originally specified a 1971 deadline for completing proposed improvements and complete application of water to beneficial use in 1972. Since these dates CCWD has filed several petitions for extension of time and is currently awaiting a response from the SWRCB on a petition for extension of time filed in June 2004. The SWRCB issued a public notice for this extension on November 22, 2009. In response, the National Park Service (NPS) and the Department of Fish and Game (DFG) filed protests. The DFG protest was rejected by the Water Rights Division (Division) of the SWRCB because it was received after the filing deadline. In a letter dated October 13, 2010, the Division informed the CCWD that an environmental document would have to be prepared to evaluate the impacts of the potential increase in diversions that will occur if the extension of time is approved.

CCWD is planning to proceed with the following components of the project in order to fully appropriate water under water-right Permit 15882. These capital improvements will be addressed in the Environmental Impact Report (EIR) along with the physical impacts of implementing the full previously authorized diversion.

- San Vicente Diversion Structure and Pipeline including a new San Vicente Creek diversion structure and pump station and a 4,100 foot pipeline to convey San Vicente Creek water to the Denniston Water Treatment Plant pump station.
- Denniston Reservoir Restoration: Siltation and vegetation growth have reduced the reservoir to a fraction of its original size. CCWD is currently implementing maintenance dredging under a 1600 agreement with DFG to dredge 400 cubic yards annually from Denniston Reservoir to keep the CCWD's water intakes in this reservoir free of sediment. This is considered the baseline and the EIR will address the impacts associated with full restoration of the reservoir to its' original 30 acre-foot capacity. After this restoration is completed, the project will include ongoing maintenance dredging and related activities to maintain the reservoirs restored capacity.

Based on comments received from the DFG, the NPS and other interested parties it is anticipated that the following impacts will need to be addressed.

- The impacts associated with the increase to the previously authorized and ongoing use of the instantaneous and annual rates of diversion from Denniston Creek, both for the maximum rates if the petition is granted, and the rate that would be included in a water-right license based on previous use, if the Division denies the 2004 petition for extension of time.
- Impacts from the maximum instantaneous and annual rates of CCWD diversions from San Vicente Creek at previously authorized levels if the petition for extension of time is granted or the rate that would be included in a water-right license based on previous use, if the Diversion denies the 2004 petition for extension of time.
- Impacts associated with construction of the San Vicente diversion structure, pump station and pipeline.
- Dredging, restoration and on-going maintenance of the Denniston Reservoir needed to ensure the full diversion and use of previously authorized water.

Based on review of the letters received in response to the public notice of extension the following will be key issues that will need to be addressed in the document:

- Identification of bypass flows necessary to ensure sufficient water to protect aquatic and terrestrial species within both of the Denniston and San Vicente Creek watersheds. Species of concern identified by DFG include Steelhead, California red-legged frog, foothill yellow-legged frog and San Francisco garter snake.
- Development of a Water Availability Analysis (WAA) to fully disclose current operations and identify whether sufficient water exists for use without unreasonably affecting other water users or adversely affecting sensitive resources in downstream reaches. Evaluation of surface water/groundwater interaction within the affected watersheds and possible changes in sedimentation transport and deposition.
- Site specific surveys to determine effects to sensitive resource's including State and

federally listed species with implementation of the physical improvements proposed as part of the project.

- Impacts of no project or less that full authorization to proceed to licensure from failure to grant the total requested petition for extension on other water sources available to the District based on meeting the currently authorized build out within the services area.

PROJECT APPROACH

Analytical Enviornmental Services (AES) proposes a team with extensive experience with issues associated with coastal streams, infrastructure upgrades and environmental documentation for water rights applications including petitions for extension of time. To enhance our in-house team we have partnered with **Steele Biological Consulting** with extensive permitting agency and biological field experience, and **Tim Frahm** with considerable local knowledge of historic agricultural uses in the project watersheds, as a subconultant to Steele Biological Consulting and **Balance Hydrologics** and **HydroFocus** with great depth of knowledge in coastal hydrology.

Our basic approach to developing the EIR content is based on the California Environmental Quality Act (CEQA) Guidelines and will include identification and analysis of issues raised by lead, responsible and trustee agencies including DFG, National Marine Fisheries Service (NMFS), SWRCB Division of Water Rights, NPS, local agencies and other interested parties. CCWD is the CEQA lead agency and is responsible for addressing all legitimate environmental concerns and for providing the long term water needs within its service area. Early consultation will be initiated with key agencies to discuss our proposed approach to the EIR and to solicit input on key issues and study methodology. We also propose to prepare a Notice of Preparation (NOP)/Initial Study (IS) that would be circulated (via the State Clearinghouse) to agencies responsible for specific resources areas. Circulation of an NOP/IS will allow for the identification of issues of concern early in the process and will be used to dismiss issue areas that will not be impacted by the project from further review.

The AES team can achieve results with a minimum of delay because of our unique knowledge of local conditions and the issues of concern for this project. CCWD has retained Balance Hydrologics for ongoing stream gauging and groundwater monitoring in both creeks and watersheds and they are familiar with the historical hydrological data available to assist in a primary phase of the analysis. In addition, CCWD has also previously retained Jim Steele for refinenement of his existing analyis of the impacts of the development on biological resources. AES is one of the preeminent water rights environmental consulting firms in California and is intimately familiar with specific regulatory requirements unique to the water rights approval process. AES has helped the majority of successful water right applications in the last several years. The depth of this water rights experience and the knowledge of local issues in combination with the team's background with water infrastructure and water rights applications will allow us to efficiently and effectively develop the WAA, site specific in-stream flow survey and related site specific habitat based stream assessments and resource surveys. These technical studies will serve as key elements to inform the analysis contained in the EIR and satisfy agency concerns.

The EIR must present the description of the project and the impact analysis in a manner that is understandable to the public, interested agencies, and the decision-makers, so that they may evaluate the conclusions and provide informed comment on the analysis of the project. AES will prepare an EIR that satisfies community and agency information requirements. It is AES's belief that this project must be presented within the overall context of the water demands on the

District based on current demand and future growth.

AES will work closely with the CCWD as an extension of staff to ensure that our understanding of the project is accurate and includes all elements of the proposed actions and will maintain an ongoing dialogue with CCWD staff during the life of the project. The SWRCB will act as a responsible agency for the project. AES will engage the Board during the environmental process to ensure that the EIR addresses all issues relevant to consideration of the petition for the extension of time for water right permit 15882. AES will manage the day-to-day efforts of all project team members to comply with the proposed schedule and make the most efficient use of team resources.

In summary, our recommended approach includes:

- Well-planned and thorough public involvement and scoping of issues;
- Careful formulation of alternatives to avoid potential environmental impacts;
- Utilization of existing data to the maximum extent feasible;
- Strict adherence to regulatory procedures;
- Technically sound analysis and conclusions; and
- Ability to undergo numerous changes with flexibility and adapt to new project alternatives which the District may identify during the process.

PROPOSED SCOPE OF WORK

The following work program is designed to meet the requirements of CEQA and provide CCWD, other agencies, and the public with a full disclosure, informational document to assist them in evaluating the proposed project. The document will also be responsive to the needs of the SWRCB for its consideration of the petition for an extension of time for water right permit 15882.

Task 1 – Project Initiation

This task would begin immediately upon project authorization and would include the following subtasks.

Project Initiation Meeting

AES will attend a meeting with CCWD staff to initiate the project. The meeting will include review of the project description, sources of additional information, the scope and treatment of environmental issues, discussion of potential mitigation measures for foreseeable impacts, implementation measures, document formats, and the workplan and project schedule. Based on the conclusions of this meeting, AES will prepare meeting notes that document any required adjustments to the EIR workplan.

SWRCB Division of Water Right Meeting

AES and the District staff will meet with SWRCB staff to ensure that the EIR prepared addresses the petition for extension of time and secures SWRCB buy-in as a responsible agency. The meeting will be used to clarify which adminstrative drafts of key work products will be reviewed by the SWRCB as a responsible agency.

Agency Coordination Meeting

AES will schedule meetings or conference calls with agencies that have commented or who may have permitting authority over the project. Participants are expected to include DFG, NMFS and NPS as well as follow up with the SWRCB. The meetings/calls will introduce key members of the project team, establish lines of communication and procedures, review the project schedule and proposed approach, and identify areas that require further consideration or action. We recommend that the coordination meeting include a field visit to the project features and other key locations within the watersheds to familiarize key team members and agency staff with existing conditions. As part of this task, AES will prepare a summary of topics discussed and action items identified during the meetings.

Deliverables

- Meeting Notes
- Summary of Agency Coordination Meeting and action items
- Attendance by key members of the AES team at the Project Initiation, State Water Board and Agency Coordination meetings.

Task 2 – Collect and Compile Existing Information

The AES team will gather and review relevant project information obtained from CCWS, San Mateo County, the SWRCB, and other sources. AES will look for available information related to the geology, hydrology, water quality, topography, biological resources, cultural resources, land use and other characteristics of

the project area. Reference documents anticipated to be useful include:

- San Mateo County General Plan and Local Coastal Plan
- Half Moon Bay General Plan and Local Coastal Plan
- San Mateo County Zoning Ordinance
- CCWD Urban Water Management Plan
- CCWD Water Financing Plan
- SFPUC State of the Regional Water System Report
- Mid-coast Groundwater Study Phase III
- Denniston Restoration Project Initial Findings report
- Groundwater and surface water data compiled by Balance Hydrologics
- Biological and Agricultural Resource data compiled by Jim Steele and Tim Frahm
- Environmental documents prepared for other projects in the vicinity
- Bay Area Air Quality Management District CEQA Guidelines
- California Natural Diversity Database Report for San Mateo County prepared by the California Department of Fish and Game
- Fault-Rupture Hazard Zones in California prepared by the California Division of Mines and Geology
- Ecological Subregions of California prepared by the U.S. Forest Service, Pacific Southwest Region
- Soil Survey of San Mateo County prepared by the U.S. Department of Agriculture
- Records of use of water by source for the District

Task 3 – Notice of Preparation/Initial Study and Scoping

Notice of Preparation/Initial Study

AES will prepare a Draft Notice of Preparation/Initial Study (NOP/IS) in compliance with CEQA. The NOP/IS will include the public review period, project location, project description, type of environmental document being developed, project schedule, identification of issues and potential environmental effects, lead agency contact person, and a location map showing the project site and project features. The Draft NOP/IS will be finalized by AES once CCWD staff have reviewed and commented on its contents and adequacy. AES will complete the NOP/IS and deliver required copies of the completed document to the Office of Planning and Research, State Clearinghouse for distribution. The intent of this task is to assure input from all affected agencies, organizations and individuals and support focusing of the EIR on only those issues that could be impacted by project implementation.

Scoping Meeting

The lead agency is required pursuant to CEQA to conduct a scoping meeting for projects of regional significance. If required, AES will work with CCWD to schedule, prepare materials for and conduct the scoping meeting. AES will draft the meeting notices. It is assumed that the CCWD will mail the notices to the selected agencies and individuals.

Initial Identification of Issues

Based on the above subtasks, environmental issues associated with the project will be preliminarily identified. The scope of the EIR will be modified as appropriate, in consultation with CCWD, to ensure that all issues of concern are appropriately addressed. Initial environmental input will be provided to the project team to aid in developing the proposed project and alternatives.

Deliverables

- One electronic version of the Draft NOP/IS for review and comment by CCWD staff.
- Required hardcopies of the Final NOP/IS for delivery to the State Clearinghouse and fifteen hardcopies and an electronic version of the Final NOP/IS to CCWD for distribution.
- Preparation of materials and attendance at a scoping meeting, if required.
- Identification of key issues for evaluation.

Task 4 – Prepare Technical Studies

Several technical studies will need to be prepared early in the process to provide information that will inform the analysis, conclusions and mitigation contained in the EIR. The following studies will be initiated as soon as practicable based on seasonal restrictions.

Water Availability Analysis/Sedimentation (Balance Hydrologics)

Background and Assistance in Preparing the IS/NOP

Balance Hydrologocis will assemble and review recent literature to be sure that current materials are incorporated into the CEQA analysis. Balance Hydrologics will provide AES with pdfs of key reports and coverages which may supplement materials which CCWD will provide. This information will be helpful in efficiently formulating a useful IS/NOP.

Develop and Adapt a Standard CFII/WAA Analysis

Effects of changing flows on stream habitat are evaluated in coastal California using the CFII/WAA process, as recently modified. Balance Hydrologics will develop this standard CFII/WAA (cumulative flow impairment index/water availability analysis) per standard protocol for the less-than-3-cfs case, which is one regulatory point of departure for assessment of impacts, and for comparisons between streams, such as may occur during mitigation of effects on one stream through enhancement on others. We will provide expertise to the project biologist to assess other considerations listed in the CFII/WAA document, such as channel maintenance flows. We will evaluate how to best incorporate existing diversions and entitlement by reviewing Division of Water Rights documents and through WRIMS, and make required calculations at the stipulated points of interest (POIs), and relate these to existing February and total winter flows for a median year under the CFII protocol. We will then develop and interpret the water availability assessment (WAA), which can then be applied to the resource analysis.

These analyses will be based on (a) continuous gaging records developed by Balance Hydrologics staff during the summer of 2010 and the winter of the 2010-2011, (b) gaging records developed as part of Hydrofocus' work for POST, mainly during 1999, and (c) extension of these records based on data collected by Balance Hydrologics staff at other gages in the area over a range of years (including 1999) in Apanolio, Corinda de los Trancos, and other weathered-granitic watersheds in northern San Mateo County. No suitable agency gaging records are available for comparisons, as the only nearby records are on heavily-regulated Pilarcitos Creek.

Formulate Alternatives

Balance Hydrologics staff will be available to assist the project team in formulating alternatives, including variations which may help minimize impacts. Alternatives may include alternate points or rates/seasonal distribution of diversion, quickly synthesizing hydrology for other streams

where mitigation may occur, or other suggestions developed by AES and CCWD staff.

Evaluate Effects on San Vicente Creek Sediment Delivery

Using data Balance Hydrologics staff are presently collecting, Balance Hydrologics will evaluate how the proposed diversion may affect sediment transport and delivery in San Vicente Creek, with emphasis on how the alternative diversions may affect the amount and season of sediment deposition at Fitzgerald Marine Reserve, a high-value resource. Balance Hydrologics will also consider alternative mitigation measures. Balance Hydrologics staff note that this is likely to be a significant concern to coastal-zone agencies, which recently funded a major "Critical Coastal Area study" of sediment and water-quality threats to Fitzgerald (yet to be completed by SFEI).

Balance Hydrologics staff anticipate that we will be asked to participate in team coordination and attend meetings. We have included budget for four meetings – kickoff, field checks and validation, pre-ADEIR submittal, and one public hearing. To the extent that fewer or additional meetings may be warranted, or that meetings may be held by phone, costs may be increased or decreased.

Optional Task – Formulate and Evaluate Surface/Groundwater Interaction under a Range of Season and Year Types for Various Alternative Operating Scenerios (HydroFocus)

HydroFocus will update and refine its existing San Vicente/Denniston Creek area groundwater-flow model to assist CCWD's water management effort. The model was developed in 1998 to assess the water balance, groundwater storage, and groundwater levels beneath Pillar Point Marsh. HydroFocus plans to update and refine the model to address the following questions:

- What are potential project impacts on groundwater levels and existing groundwater users (for example, Montara Water and Sanitation District [MWSD], rural residents, businesses, farmers, and the Pillar Point marsh)?
- Are there ways to manage creek flows and groundwater extractions that optimize (maximize) Airport Aquifer subarea water supplies?
- Substantial data has been collected during the past 12-years since the model was developed, and incorporating this information into the input data sets and expanding its simulation capabilities can enhance model performance and improve model reliability.
  Balance Hydrologics will direct HydroFocus in preparing an analysis of potential effects on the aquifer and marsh system stepping through 5 subtasks:
  - Alter the updated model to reflect new groundwater information and new understandings of the system.
  - To maximize model utility and provide a reasonable tool for simulating future project operations, the model must therefore be tested under a range of hydrologic conditions that span multiple seasons and/or years. This type of modeling approach is referred to as a transient model.
  - HydroFocus will simulate the effects of the project. A transient model that simulates groundwater level changes on an approximately monthly basis is likely sufficiently detailed to represent important hydrologic processes and assess the effects of the proposed project. A fairly lengthy simulation period will be used that assesses seasonal and longer-term drought conditions in the basin. We envision utilizing a simulation period that represents climatic and land-use

conditions prior to the 1987-1992 drought, includes the wet years of the mid-1990's, and continues through the relatively wet and dry periods of the late 1990's and 2000, respectively through water year 2010 when monitoring for the Phase III groundwater study generated substantial amounts of additional data.

- Rather than long-term averages, the transient model input data sets must include a time series of rainfall, evapotranspiration, streamflow and groundwater pumping information. Rainfall data from the Half Moon Bay gauge, an isohyetal map developed by Kleinfelder (2008), evapotranspiration estimated from CIMIS stations in similar coastal locations,
- HydroFocus will encode and simulate alternatives. Preliminary simulation results may reveal opportunities to increase use of local water supplies and/or decrease impacts on instream flows through alternative configurations of creek releases and managed groundwater extraction rates. These could involve different locations and time series of groundwater pumping by CCWD, MWSD and local farmers, deliberate percolation of stream diversions for groundwater recharge, or use of recycled water for irrigation. These alternative scenarios can be developed and simulated in collaboration with the project team as the study progresses.
- HydroFocus will document what has been done, anticipating requests from agencies to review the workings of the model, as was the case during permitting of MWSD's Alta Vista well. Model structure, documentation, assessment, and use shall be documented in a report that can be used to support CEQA analysis. A separate report will be circulated to team members, and a final version will be completed based on the comments received.
- HydroFocus staff will attend up to four meetings, under Task E (Balance Hydrologics staff meetings are budgeted elsewhere), assumed to be in the Half Moon Bay area.

Biological Resource Assessment (AES and Steele Biological Consulting)

DFG has raised concerns to CCWD and SWRCB in past years about barriers to protected fish species passage, water use, and dredging impacts to endangered species in Denniston Creek. Both Creeks are also within the potential range of protected red-legged frogs and the SF garter snake. Mr. Steele has previously investigated fisheries and other aquatic resources in the Denniston Creek area for impacts from dredging, dredge spoil placement and equipment movement. Both streams were field investigated during peak high and extreme low instream flow conditions and also night surveyed for frog use. Mr. Steele developed the plan for dredging and monitored each phase of the project during operation to ensure the performance of species protection measures. The reports from these efforts were provided to DFG and additional information and analysis are on file at CCWD.

Using the data already developed by Mr. Steele as a starting point, the project team will prepare a Biological Resource Assessment (BRA) that will address aquatic and terrestrial biological resources that may be impacted by project implementation and operation. Additional analysis will be completed using available data and observations from DFG and other agencies supplemented by additional field work to fully characterize existing conditions within the development footprint and the affected stream reaches and reservoir boundaries. Data generated from this effort will be analyzed to assess the potential for conflicts with biological resources with an emphasis on species protected

under Federal and State law as well as species of concern. Species previously identified as sensitive in these watersheds are CA red-legged frogs (Rana aurora draytonii), foothill yellow-legged frog (*Rana boylii*), western pond turtle (*Clemmys marmorata*), SF garter snake (*Thamnophis sirtalis tetrataenia*), dusky-footed wood rat (*Neotoma fuscipes*) and steelhead trout (*Oncorhynchus mykiss*). Based on this work AES will identify and complete any needed supplemental biological field work such as bloom season botanical surveys of the improvement areas.

Specific tasks to be completed as part of this effort include:

- Background Development: The project team will collect and review available hydrological and aquatic species-at-risk historical background data. This information will be included in the BRA.
- AES staff working with Mr. Steele will conduct any needed flora surveys to ensure a full and complete BRA and biological section of the EIR. This will include a supplemental stream assessment based on other available hydrological information and any information requirements and may include consideration of flow information from the Balance Hydrologics study, sedimentation, impacts from dredging, ongoing maintenance and disposal and impacts from diversion in both creeks as well as downstream impacts on the harbor and the Fitzgerald Marine Reserve.

The following topics will also be assessed and included in the DEIR:

- Water quality constraints to the diversion required to protect life history of existing aquatic species.
- Water temperature changes due to water flow regimes or riparian changes created by the diversion.
- Sediment or turbidity changes affecting instream or ocean interface habitats such as lagoon or near shore. (Based on data from Balance Hydrologics)
- Possible effects of water use or dredging on wetland processes, i.e. that may affect the instantaneous or seasonal flexibility to divert water.
- Fisheries and other aquatic species life history potential impacts. This will be important for both timing and availability of water quantity.
- Projected diversion build out footprint impacts on upland and instream habitats.
- Public ecological expectation of instream habitats as per visits to Fitzgerald Marine Reserve in San Vicente Creek. Aquatic species and riparian habitats will be analyzed for impacts due to flow changes.

The BRA will address all issues that would typically be evaluated in a Public Trust Resources (PTR) report, as required by the SWRCB. The evaluation of the projects effects to PTR may be independent from CEQA and the EIR process but is necessary

to enable the Water Board to make the required findings in this area. The BRA will summarize the results of the WAA, and identify potential effects to steelhead trout life stages based upon temporal and spatial utilization of the stream and their potential to occur in Denniston Creek. The BRA will also evaluate the physical impacts from the project to Denniston Creek, Denniston Reservoir and San Vicente Creek. Typical information and methodology required to make the PTR finding of no effect will include:

- Whether and to what extent the existing project features and operations subject to the application are contributing to erosion or modification of the stream channels;
- Whether there is sufficient riparian buffers established along the creeks;
- The extent to which aquatic habitat(s) (primarily riparian) was lost when the project was implemented;
- The impact of the requested diversion amount on fisheries and other aquatic resources (e.g. CRLF); and
- Recommended permit terms, including bypass flows, to mitigate for any identified public trust impacts.

Cultural Resources Inventory Report (AES)

Development of the proposed project improvements could result in adverse impacts to unknown or inadvertently discovered historical and archaeological resources. AES will prepare a National Historic Preservation Act (NHPA) Section 106 and CEQA-compliant Cultural Resources Inventory Report (CRIR) that presents the results of research, records search, Native American consultation, and fieldwork. The report will be included as a confidential appendix to the EIR. AES will complete the following tasks:

- Consider the Proposed Project in light of applicable state/federal regulatory frameworks, including the NHPA, CEQA Guidelines 15064.5 and PRC 21083.2.
- Conduct a records search at the Northwest Information Center of the California Historical Resources Information System (CHRIS).
- Request a sacred lands search and stakeholders list from the Native American Heritage Commission (NAHC). AES will send preliminary consultation letters to all Native American stakeholders identified by the NAHC.
- Conduct a pedestrian survey of the project site. The survey will include the area that may be impacted by the San Vicente Diversion Structure, the 4,100 foot pipeline corridor and other areas that may be disturbed during construction. The survey will record any newly identified sites on appropriate Department of Parks and Recreation forms. Records of previously identified sites will be updated, if necessary. This scope of work assumes that no more than two (2) relatively simply resources will require recordation or updating. Evaluation of site significance is not included in the enclosed cost estimate. If it is determined that identified site(s) need to be evaluated, AES will provide a

detailed scope of work and cost estimate for this work.

- Incorporate findings into a stand-alone cultural resources inventory report and summarize results within the cultural resources section of the EIR. Recommend appropriate mitigation measures to reduce any significant impacts.

The proposal does not provide for testing or data recovery of any identified archaeological sites.

Deliverables

- One electronic copy of each of the technical studies (WAA, BRA and CRIR) for review and approval by the CCWD.
- One electronic copy of each of the technical studies (WAA, BRA and CRIR) following revisions based on CCWD comment.

Task 5 – Administrative Draft EIR

The proposed project will be described to a level of detail adequate for a project EIR. The project description will be based on information provided by CCWD and will be refined based on input received during completion of Tasks 1 through 4. The EIR will evaluate project alternatives as required by CEQA, and, if possible, identify new feasible alternatives that have not yet been considered. Project alternatives will be developed in consultation with CCWD staff and will be based on their ability to allow the District to meet current and future water demand within the service area in the most efficient manner while addressing environmental concerns. Alternatives may include consideration of additional off-stream storage, additional conservation methods, alternative dredge disposal sites or methods, system improvements, operational alternatives for the two diversions or a combination of the above.

Prepare Administrative Draft EIR

An Administrative Draft EIR will be prepared consistent with the CEQA Guidelines, and CCWD and State Water Board requirements. The statutory sections required by CEQA include the project description, setting, alternatives, impacts and mitigation measures for the environmental issues, growth inducing impacts, cumulative impacts, and significant unavoidable adverse impacts.

The Administrative Draft EIR will include a summary chapter that will explain the pertinent issues identified within the document and briefly describe the impacts and mitigation measures. The summary will also include a brief description of the alternatives to the proposed project. A summary table will be provided consisting of a matrix of impacts and mitigation measures, including levels of significance of impacts before and after mitigation.

A chapter of the Administrative Draft EIR will list persons and agencies contacted during preparation of the document. A bibliography will also be provided.

The EIR will contain the following required sections:

- **Introduction** – The introduction will briefly describe the purpose of the EIR, background, public outreach, EIR process, intended uses, effects found not to be significant, organization of the EIR, and a summary of required permit approvals.
- **Project Description** – The EIR will include maps showing the location and boundaries of the project, as well as a discussion of the project objectives, the characteristics of the project, project history and a statement regarding the intended uses of the EIR.
- **Environmental Setting, Impacts and Mitigation** – To facilitate report continuity and minimize redundancy in

the discussions of each environmental topic, the project setting, impacts and mitigation relevant to each environmental topic will be presented in a unified chapter specific to that environmental topic (for example, the biological setting, impacts and mitigation measures will be presented in one chapter of the Draft EIR). As required by the CEQA Guidelines, any significant or potentially significant environmental effects will be identified, and mitigation measures will be proposed to reduce identified impacts to less than significant levels. The technical studies prepared as part of Task 4 will provide the basis for much of the description of setting, impacts and mitigation contained in this section. Based on our experience, it is anticipated that the key topics addressed in this section will include:

- **Fisheries and biological resources associated with San Vicente Creek, the pipeline alignment, Denniston Creek and Reservoir, and downstream areas.** This section will discuss special-status and other aquatic species in the area, aquatic and riparian habitat, and migration corridors. It will also include an analysis of minimum bypass requirements to maintain aquatic resources during the diversion season. Impacts associated with restoration of the Denniston Reservoir as well as on-going maintenance and dredge disposal will be evaluated. Mitigation will be identified as appropriate. This section will be based on the technical studies prepared as part of Task 4.
- **Cultural Resources in areas that would be disturbed by construction of project improvements.** This section will be based on the technical study prepared as part of Task 4.
- **Hydrology/Water Quality of the project watersheds.** Unimpaired and impaired conditions will be discussed, including the change in water use associated with the Petitions for Extension Time. The bypass conditions will also be discussed from a hydrological perspective. The relationship between surface and groundwater within the watersheds will also be described and potential impacts identified. This section will be based on the technical study prepared as part of Task 4.
- **Land use, planning and population.** This section will evaluate consistency with land use plans, policies and regulations. It will also discuss planned growth within the Districts service area and any potential for growth inducement with the project.
- **Utilities and public services.** This section will include a discussion of existing water supplies, as well as historic, current and projected future demand for water provided by CCWD. The shortfall between supply and demand will also be discussed in relation to the proposed project. This section will also discuss limitations on water availability from the SFPUC and will describe the District's water supply balance between local and imported.

The following additional topics will be discussed in the EIR to the level of detail required under CEQA: aesthetics, agricultural resources, air quality and greenhouse gas, geology and soils, hazards and hazardous materials, mineral resources, noise, recreation, and transportation and traffic largely based on the outcome of the NOP/Scoping process. It is anticipated that some of these issues can be scoped out during preparation of the Initial Study.

- **Cumulative and Growth Inducing Impacts** – A discussion of impacts that could be cumulatively considerable or could induce growth will be included in the EIR.

- **Significant Unavoidable Impacts** – The EIR will discuss any significant impacts that may be caused by the project that could not be avoided or reduced to less than significant levels through mitigation.
- **Alternatives** – The EIR will include a discussion of a range of project alternatives, including the impacts of the "No Project" Alternative. Other alternatives which could feasibly attain most of the basic project objectives of the project and lessen any of the significant objectives of the project will be described. The development of alternatives will be completed in close coordination with CCWD staff and, as required, in consultation with the Water Board to ensure that they are responsive to constraints and opportunities within the District.

The Administrative Draft document will be circulated electronically to CCWD and the Water Board as well as any other agencies that the District may wish for review and comment. We would recommend that comments be provided in one master document in track changes for clarity and efficiency.

Deliverables

- One electronic version of the Administrative Draft EIR

Task 6 – Draft EIR

AES will make revisions to the Administrative Draft EIR based on comments received. The Draft EIR will take into consideration all state and local permits that will be required for the project so that the issues associated with them are incorporated in this EIR so that no additional CEQA will be required later to the degree feasible. AES will circulate an electronic copy of the Draft EIR for final review by CCWD staff prior to publication of the Draft EIR. AES will incorporate any final edits into the Draft EIR before the document is printed.

AES will prepare a Draft Notice of Completion (NOC), which will be finalized by AES once the CCWD has reviewed and commented on its contents and adequacy. AES will complete the NOC and deliver required copies to CCWD and the State Clearinghouse.

AES will work with the District to conduct a public meeting on the Draft EIR if requested by the District. AES will work with the District staff to prepare needed presentations or materials for the meeting. Transcripts from the meeting will be made and public comments received at this meeting will be addressed as public comments in the response to comments phase of the process.

Deliverables

- Draft Notice of Completion
- Required copies of the DEIR
- 15 hardcopies and 10 CD's of the Draft EIR to CCWD
- Required copies to the State Clearinghouse
- Attend and prepare materials for a public meeting during review period

Task 7 – Final EIR

After the close of the 45-day public comment period, AES will assemble the comments and assist in identifying appropriate individuals to respond. AES will prepare a Final EIR, which will be comprised of the Draft EIR, comments on the Draft EIR, and responses to comments on the Draft EIR. Following review and comment on the Administrative Final EIR, AES will revise the document as needed and provide an electronic copy of the Final EIR for final review by CCWD prior to publication of the Final EIR. AES will incorporate any final edits into the Final EIR before the document is printed. To the degree necessary the State Water Board will be consulted during this response to comment period and their recommendations for mitigation will be incorporated to the maximum extent

feasible. This is designed to ensure that their needs for CEQA validation of the terms and conditions of the extension will be fully addressed.

Deliverables

- Electronic version of Administrative Final EIR and Final EIR for review and comment
- 15 hardcopies of Final EIR and 1 PDF version of the Final EIR to the CCWD
- Required copies to the State Clearinghouse

Task 8 – Mitigation Monitoring and Reporting Program

AES will prepare a Mitigation Monitoring and Reporting Program (MMRP) that complies with CEQA Guidelines. AES will prepare the MMRP for inclusion with the Final EIR, using the information from the environmental analysis, including the specific mitigation measures, assignments of responsibility, and timeframes for implementation identified in the impact analysis.

The MMRP could utilize a notebook format if desired by CCWD staff and include a summary chart, which can be quickly perused to ascertain the status of all measures.

Deliverables

- 1 electronic copy of the MMRP

Task 9 – Certification of the Final EIR

AES will prepare draft Findings and Notice of Determination, which will be finalized by AES once the CCWD has reviewed and commented on its contents and adequacy. The Notice of Determination must be filed with the State Clearinghouse within five working days after approval of the project by the CCWD. AES will also assemble the administrative record of the CEQA process.

Deliverables

- One electronic version of the Findings of Notice of Determination
- One electronic version of the administrative record.

Task 10 – Project Management

AES will provide consistent and focused management support to ensure that the project is moving forward in an efficient manner and that issues that arise are dealt with quickly to ensure that the work effort is focused on relevant tasks. Mr. Chris Stabenfeldt will be available at all times to the CCWD and will be responsible for ensuring that sufficient resources are allocated to complete project assignments. AES has assigned a Deputy Project manager to the project so that there will always be a point of contact available to the District during the process. To provide a record of project progress AES will prepare agreed to progress reports as described below.

Prepare Progress Reports

AES will prepare and submit written progress reports to CCWD per the agreed workplan. The progress reports will document project updates from the previous report and will include an estimated timeline for completing remaining tasks.

Meetings

AES team members will attend up to 9 key meetings on-site during the course of the project. These may include:

- Project Initiation
- State Water Board Meeting
- Agency Coordination

- Scoping
- Meeting to discuss comments on the ADEIR
- Meeting to discuss comments on the ADFEIR
- Up to three CCWD board meetings for consideration of the Draft and Final EIR

AES will also attend up to 4 additional meetings on-site in coordination with required field visits to complete the technical studies and will be in frequent contact with CCWD staff via teleconferencing.

ESTIMATED BUDGET AND COSTS

AES will complete the EIR for the project on a time-and-materials basis for an approximate cost of **$284,110**, which is detailed in the table below updating of the Groundwater model by HydroFocus has been identified as an optional task an can be completed for **$58,340**. Labor and expenses will be billed on a monthly basis according to the AES fee schedule in effect at the time work is performed. Refer to the following page for a copy of the current AES fee schedule. Because of the uncertainties associated with the regulatory process, an exact cost cannot be quoted at this time. The estimate provided below is subject to change based on the requirements of the regulatory agencies.

Tasks	Approximate Cost
1. Project Initiation	$10,500
2. Collect and Compile Existing Information	$8,600
3. Initial Study/Scoping	$10,800
4. Prepare Technical Studies (AES Cost)	
Water Availability Analysis	$2,800
Biological Resource Assessment	$24,200
Cultural Resource Inventory Report	$6,200
5. Administrative Draft EIR	$68,500
6. Draft EIR	$8,200
7. Final EIR	$16,400
8. Mitigation Monitoring and Reporting Program	$1,800
9. Certification of the Final EIR	$3,800
10. Project Management (Meetings)	$19,600
Project Related Expenses i.e. Printing, Travel, Etc.	$11,600
Subconsultants	
Steele Biological Consulting	$30,940
Balance Hydrologics	$60,170
Total	**$284,110**
SubConsultant Optional Task	
HydroFocus (Groundwater Model)	**$58,340**

Assumptions

- Any substantial changes to the project description following approval by CCWD as part of Task 3 may require revisions to the scope and budget.
- Our cost proposal assumes cultural, botanical and wildlife surveys of areas impacted by the installation and improvement of infrastructure as described in this proposal. Our proposal does not include surveys of new dredge material disposal sites or alternative improvements such as expanded storage.

- Our cost for preparation of the Final EIR assumes a moderate level of comment with approximately 50 substantive comments. Response to comments in excess of this assumption will require a contract modification.
- Our cost estimate assumes one administrative draft of each primary deliverable and receipt of a consolidated set of comments from the CCWD for each deliverable. Only one round of revisions is assumed.

Fee Schedule

Employee Category	Hourly Billing Rate
Principal	$245
Senior Project Manager	$175
Project Manager	$140
Analyst III	$120
Analyst II	$110
Analyst I	$105
Cultural Resources Specialist	$120
Archeologist III	$110
Archeologist II	$105
Archeologist I	$100
Biologist III	$120
Biologist II	$110
Biologist I	$105
Sr. Graphics Designer	$105
Graphic Designer II	$100
Graphic Designer I	$95
Office Administrator	$100
Administrative Assistant III	$90
Administrative Assistant II	$85
Administrative Assistant I	$80

Direct Costs	
Postage/Overnight Mail	Actual cost + 15%
Courier Charges	Actual cost + 15%
Mileage	Federal Rate - currently $0.51 per mile + 15%
Other Direct Costs	At actual cost + 15%

In-house Copying Charges:	
Black & White	$0.10 per page + 15%
Color	$1 per page + 15%
CD duplication w/label & case	$2.50 each + 15%

PROJECT SCHEDULE

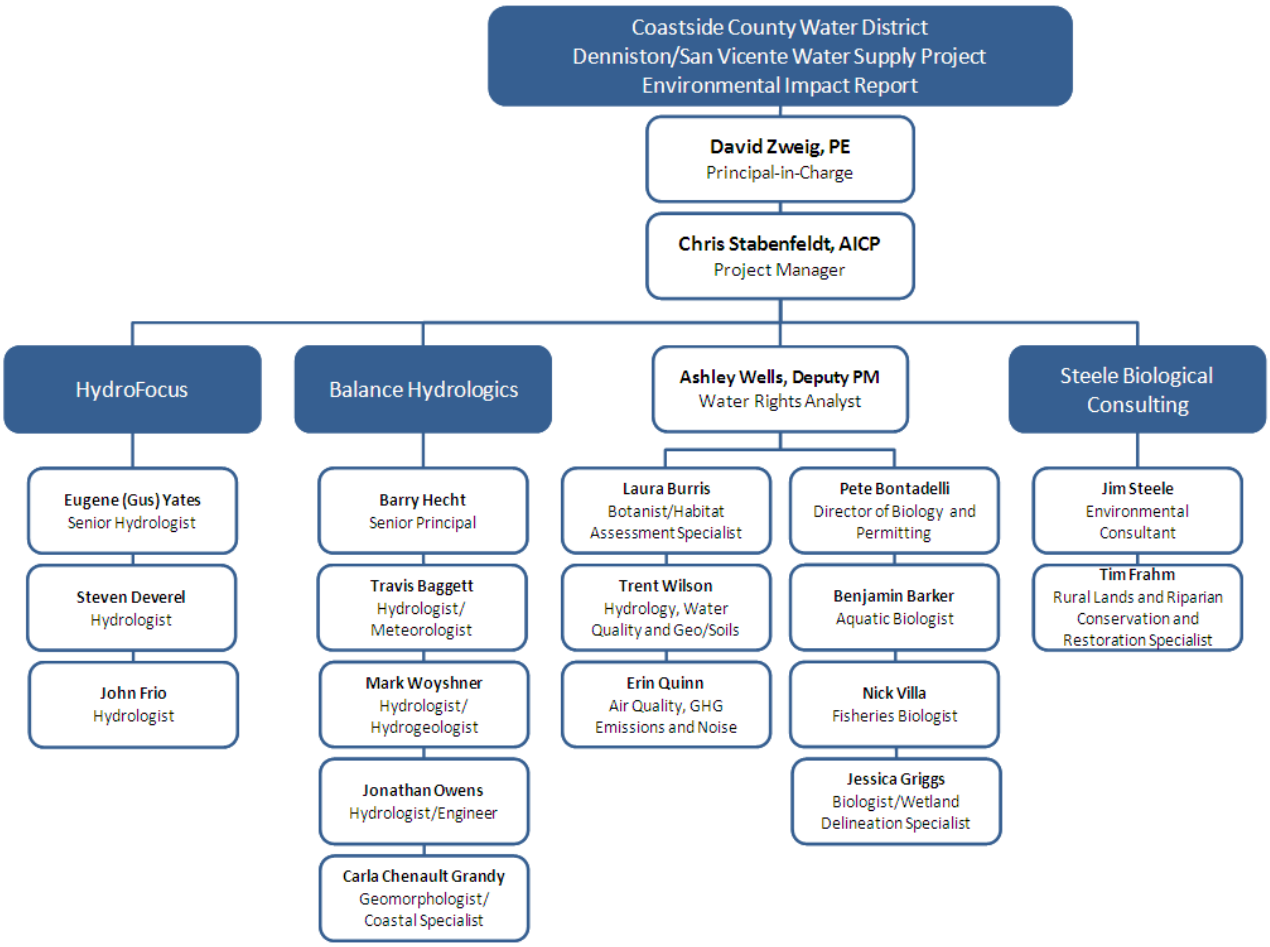
The proposed EIR schedule is presented below.

Task	Task Duration	Cumulative Duration
1. Project Initiation	30 days	30 days
2. Collect and Compile Existing Information	60 days	60 days
3. Notice of Preparation and Scoping	60 days	90 days
4. Prepare Technical Studies	90 days	180 days
5. Administrative Draft EIR	90 days	240 days
6. Draft EIR	90 days (includes circulation)	330 days
7. Final EIR	30 days	360 days
8. Mitigation Monitoring and Reporting Program	30 days	360 days
9. Certification of the Final EIR	5 days	365 days

With this schedule, the CEQA process would be complete in approximately 12 months.

PROPOSED PROJECT TEAM

The organizational chart below shows the manner in which our team is organized. A brief introduction to the project team is provided on the following pages. As illustrated in the organization chart, the team reports directly to Mr. David Zweig, PE, Principal-in-Charge and Mr. Chris Stabenfeldt, AICP, Project Manager. Taking direction on a regular basis from Mr. Zweig, the team has pro-actively assisted with meeting each project objective working together on many projects and in most cases for several years.



AES

The AES team is comprised of specialists who have an in-depth working knowledge of environmental compliance at the federal, state, and local levels preparing environmental documentation for water infrastructure improvements and water rights applications. We have assembled a team to serve the CCWD with exceptional experience with similar projects and issues as raised by this project. Provided below is a description of our management staff and key technical staff who will ensure the preparation of a legally defensible document.

David Zweig, PE, Principal-in-Charge

Education: B.S., Civil Engineering
Registration: California Registered Professional Engineer (#C048031)

Mr. Zweig is the President of AES. Mr. Zweig will serve as the Principal in Charge for the project. Mr. Zweig has over 20 years experience in the preparation of CEQA/NEPA compliance documents for cities and counties in support of public works projects. He also has extensive experience in permitting, regulatory compliance and project management for complex large scale projects involving coordination with multiple jurisdictions and agencies. Mr. Zweig is very familiar with the regulatory issues faced by public agencies, and is particularly adept at facilitating compliance with complex environmental laws. Mr. Zweig is responsible for the overall corporate commitment for services provided to the client. He is responsible for ensuring that resources are available to complete the environmental process for projects on time and within budget, and he attends public hearings/meetings as necessary.

Chris Stabenfeldt, AICP, Senior Project Manager

Education: B.A., Environmental Studies and Geology
Certification: American Institute of Certified Planners

Mr. Stabenfeldt will serve as the project manager for this assignment and will responsible for all aspects of project management including coordination with the CCWD, project team and affected agencies. Mr. Stabenfeldt manages AES's Water Rights practice and is intimately familiar with issues related to diversions from coastal streams, other related resource issues and the State Water Board protocol. During his career, he has managed the preparation of EIR's for water and wastewater system upgrades including conveyance, storage and treatment. Mr. Stabenfeldt is a certified planner, team and project manager and environmental analyst with over 26 years of professional environmental and planning consulting experience. He has served in a broad range of roles including group manager, office manager, director of business development, and project manager. He has managed comprehensive and complex environmental documents and planning projects for public agencies and private sector clients throughout the west including documentation and related compliance activities under NEPA and the CEQA. He has proven management skills and has a strong multidisciplinary background and has conducted technical studies in noise, air quality, geology, hydrology, infrastructure analysis, and land use policy assessment.

Pete Bontadelli, Director of Biology and Permitting

Education: B.A., Political Science
Key Experience: Director of Fish and Game, 25 years in the environmental field.

Mr. Bontadelli will manage preparation of the Biological Resource Assessment and will provide strategic advice to the CCWD and project team. Mr. Bontadelli has extensive experience in working with governmental agencies and private businesses on collaborative efforts involving

CEQA and NEPA compliance for a wide range of projects. He is particularly knowledgeable of the environmental regulatory processes and has successfully addressed 404 and 401 permitting matters, wetland delineations and endangered species issues. Prior to joining AES, Mr. Bontadelli served at the California Department of Fish and Game as Director and Deputy Director. He also negotiated the legislative statute that created the Office of Spill Prevention and Response and served as the founding administrator establishing initial policies and direction. He managed his own environmental consulting firm before joining AES.

Ashley Wells, Deputy Project Manager/Water Rights Analyst

Education: B.S., Economics

Ms. Wells is an environmental specialist with expertise in analyzing potential impacts associated with water rights applications. She will serve as Duty Project Manager and will assist with water rights related issues. Ms. Wells currently assists in managing the day-to-day tasks associated with over 75 vineyard and water right projects. Responsibilities include writing and editing CEQA documents, coordinating and attending project meetings, and preparing workplans and progress reports. Additionally, Ms. Wells has experience in examining the socioeconomic impacts of development projects using input-output/social accounting matrix (I-O/SAM) modeling software. Ms. Wells currently serves as a technical analyst on various CEQA and NEPA documents for a variety of local, state, and federal agencies, as well as an array of private clients.

Benjamin Barker, Aquatic Biologist

Education: B.S., Aquatic Ecology

Certification: Erosion, Sediment and Storm Water Inspector (#1010), California Rapid Assessment Methodology (CRAM) Certified, CDFG Scientific Collecting Permit CDFG Scientific Collecting Permit (801047-01)

Mr. Barker is a fisheries trained biologist specializing in surface water bioassessments and aquatic biology. He has conducted standardized stream bioassessment protocols in over 100 stream reaches throughout California. These standardized bioassessment protocols focus heavily on the evaluation of ambient physical habitat and geomorphic condition within aquatic systems such as riparian condition, fluvial processes, instream habitat complexity as well as other various physical habitat and biological metrics. He has worked directly under the DFG

Aquatic Bioassessment Laboratory (ABL) as both a field biologist and as an ABL laboratory technician. Mr. Barker is experienced in biological field surveys, wetland delineations, nesting surveys for raptors and burrowing owls, and special-status species surveys, vegetative mitigation monitoring, and water quality monitoring. He has prepared multiple Storm Water Pollution Prevention Plan (SWPPP) documents for general construction and commercial projects and has conducted hundreds of SWPPP site inspections in El Dorado, Placer, Amador, Yolo and Sacramento counties.

Nick Villa, Fisheries Biologist

Education: B.S., Fisheries

Certification: Department of Fish and Game Deputy (Badge No. 829), POST Certified, Certified Fisheries Scientist (American Fisheries Society, No. 1763)

Mr. Villa has over 32 years of experience specializing in streamflow evaluation and IFIM, strategic and long range fisheries planning, fisheries engineering and restoration, streambed alteration, and water rights. He worked as the

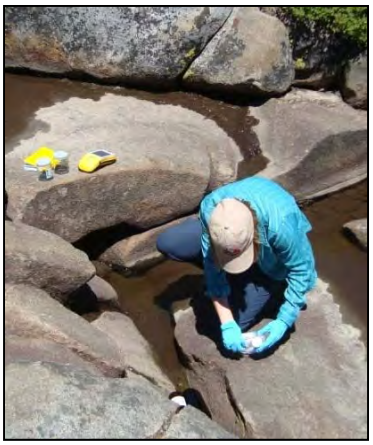
Assistant Branch Chief for the California Department of Fish and Game, Native Anadromous Fish and Watershed Branch where he managed and supervised the following statewide technical programs: Fisheries Engineering, Fisheries and Streamflow Evaluation, Water Rights, FERC, Lake and Streambed Alteration, and Suction Dredge Permitting. He also held numerous other positions with CDFG as well as the California Department of Parks and Recreation and National Marine Fisheries Service.

Jessica Griggs, Biologist (Wetland Delineation Specialist)

Education: B.A., Environmental Studies, Bucknell University, Lewisburg, Pennsylvania

Certification: Basic Wetland Delineation Certificate, CDFG Scientific Collecting Permit (2081(a)-10-54-V), ISA Certified Arborist (WE-9289A)

Ms. Griggs specializes in wetland science and bird identification. She has experience performing wetland delineations and authoring wetland delineation reports for USACE verification for unique wetland complexes and habitats throughout northern California. She has



experience conducting focused vegetation surveys for special-status plant species associated with vernal pool systems. She has assisted in the preparation of wetland mitigation and monitoring plans and stream assessment reports. Ms. Griggs also has experience conducting wildlife surveys for sensitive species such as Swainson's hawk, burrowing owl, VELB, and CRLF. She is knowledgeable of survey protocols for Southwestern willow flycatcher, California red-legged frog, and giant garter snake. Ms. Griggs is a certified arborist with experience in tree identification and tree health assessment surveys.

Laura Burris, Botanist (Habitat Assessment Specialist)

Education: B.S., Biology (Emphases in Botany and Ecology)

Certification: ISA Certified Arborist (WE-9064A), CDFG Scientific Collecting Permit (2081(a)-10-55-V)

Ms. Burris is a biologist experienced in conducting a variety of surveys and ecological studies. She specializes in the ecological study of vegetation communities for habitat restoration, mitigation, and conservation. She has conducted surveys and inventories of plants throughout California's diverse habitats for a variety of private, state and federal agencies. Her expertise is in plant identification and habitat assessment. Ms. Burris has conducted focused rare plant surveys as well as broad vegetation surveys and habitat assessments. Ms. Burris has conducted tree surveys and prepared arborist reports and habitat mitigation and restoration plans. Additionally, she has experience conducting surveys for sensitive wildlife species such as Swainson's hawk, WPT, CRLF, CTS, and Vernal Pool branchiopods. She has assisted with surveys for sensitive bat species and is knowledgeable of CNPS, CDFG, and USFWS survey protocols for rare plants, vernal pool branchiopods, CTS, and CRLF.

Trent Wilson, Technical Analyst (Hydrology, Water Quality and Geo/Soils)

Education: B.S., Environmental Toxicology (Specialization in Environmental Analytical Chemistry)

Mr. Wilson is an environmental scientist with extensive experience performing and managing environmental monitoring projects and providing technical analysis in the development of CEQA and NEPA documents. Mr. Wilson has served as Deputy Project Manager on several CEQA/NEPA projects. Areas of expertise include wastewater and recycled water, air quality analysis (including

URBEMIS Emissions Estimates), hydrology and water quality, geology and soils, traffic, and noise. Mr. Wilson also has experience developing and implementing a variety of environmental monitoring projects including long-term, multi-faceted monitoring projects, performing technical monitoring studies, preparing technical reports, conducting impact analysis, and developing mitigation protocols.

Erin Quinn, Technical Analyst (Air Quality, Greenhouse Gas Emissions and Noise)

Education: B.S., Chemistry (Specialization in Analytical Chemistry)

Certification: Lead Certifier under CARB GHG Reporting Program

Mr. Quinn is an analyst with experience in air quality modeling and project permitting. Mr. Quinn has technical expertise with the assessment of air quality, climate change, and human health impacts using URBEMIS 9.2.4, CALINE4, HARP, and MOBILE6 air and risk assessment models. Mr. Quinn is a certified lead verifier under the California Air Resources Board (CARB) mandatory greenhouse gas (GHG) reporting program. His responsibilities include preparing emission estimates, impact analysis, formulation of mitigation programs, consistency determinations with local and state air quality plans, and permitting. Mr. Quinn has technical expertise in noise monitoring, analyzing noise impacts, and formulation of mitigation programs, which reduce noise impacts.

Technical Subconsultants

Steele Biological Consulting

Jim Steele, Environmental Consultant

Education: M.A., B.A., A.A., Environmental Biology

Registration: California Registered Professional Forester (#2421)

Mr. Steele will serve as task leader for evaluation of biological resources. He will work in close coordination with the AES management and biological resource team and will be involved in all strategic decision making and will attend all key project meetings. Mr. Steele has over 40 years of technical and practical experience managing environmental programs including fisheries, wildlife and marine environments and environmental permitting. He has particular expertise in environmental impact regulation, impact analysis, water quality biology, watershed analysis and restoration, endangered species determinations, research, fisheries biology, forestry and wildlife biology. Mr. Steele is a retired California Department of Fish and Game Branch Chief. Mr. Steele will include experts as needed in natural resource fields.

Tim Frahm, Rural Lands and Riparian Conservation and Restoration Specialist

Education: B.S., Natural Resource Management

Assisting Mr. Steele will be Mr. Tim Frahm, a long term resident of the coast and well known agricultural expert in the water use and distribution needs of agriculture. He has provided data and information for coastal stream water use analyses that affect agriculture and served on state level committees on such issues.

Balance Hydrologics

Mr. Hecht will serve as principal-in-charge of the proposed study, which will be managed by hydrologist/meteorologist Mr. Travis Baggett. Mr. Mark Woyshner, Balance Hydrologics's principal hydrogeologist, will serve as a senior advisor, directing particular analyses or efforts. Mr. Jonathan Owens, senior hydrologist, will work with Mr. Hecht to prepare the CFII/WAA computations, as he has done elsewhere on the Midcoast. Dr. Carla Grandy will assist with the water-quality assessment and the

evaluation of coastal and nearshore processes. We emphasize that project team each has spent significant proportions of their professional service working on Midcoast projects, bringing interest and commitment to their work. Other Balance Hydrologics scientists and engineers will be available to assist as needed.

Barry Hecht, Senior Principal

Education: PhD Cand. Geography, M.A., Geography, B.S., Geology, A.B., Geography and Regional Planning

Registration: Registered Geologist (#3664), California, Certified Engineering Geologist (#1245), California, Certified Hydrogeologist (#50), California, Registered Environmental Assessor (#22), California, Certified Ground Water Professional (#235), Association of Ground Water Scientists & Engineers, Certified Professional Geologist (#7786), American Institute of Professional Geologists

For 40 years, Mr. Hecht has directed geomorphic and geologic investigations of complex hydrologic, water quality, and sediment issues, in wetlands and in both surface and groundwater systems.

Mr. Hecht cofounded Balance Hydrologics in 1988 and, as senior principal, is responsible for overall technical direction and integration of the firm. He directs and conducts investigations of geology, geomorphology, ground water, water quality, sedimentation and sediment quality. His main areas of activity are habitat and wetland hydrology, sediment transport, aquifer recharge and other surface/ground water interaction, channel stability, naturally-occurring trace metals and geologic water-quality influences, post-fire and -flood channel recovery and effects of land-use practices on surface and shallow ground waters.

Travis Baggett, Hydrologist/Meteorologist

Education: M.S., Marine and Atmospheric Science, B.S., Meteorology

Mr. Baggett's hydrology experience includes a unique blend of both primary field work and modeling applications, including climate-change effects on streamflow and groundwater and forensic reconstruction of floods. Mr. Baggett's field skills include managing stream gaging, sediment and water quality sampling programs, testing of aquifer characteristics, monitoring with environmental sondes, coring in marshes, and sampling in both terrestrial and marine environments. He is experienced in using flow and event-triggered automated water quality samplers to provide flow-weighted concentrations of water-quality parameters. He works well with diverse groups including planners, regulatory staff, engineers, risk managers, and interested members of the public, often coordinating large volunteer-based samplings.

Mark Woyshner, Hydrologist/Hydrogeologist

Education: M.Sc., Engineering, M.Sc., Graduate Diploma in Waste Management and Groundwater Contamination (non-thesis masters program), B.S., Forestry

Mr. Woyshner, a senior engineer/scientist at Balance Hydrologics, with an educational background in soil behavior, hydrogeology, and forestry, has over 30 years of consulting experience, highlighting a blend of innovative field and modeling work. Principal areas of activity include groundwater resource investigations with emphasis on (a) recharge management, including pond infiltration, (b) surface/groundwater interaction and (c) bedrock wells and fractured bedrock aquifers. Also directs water-quality and sediment issues in aquatic

habitat, stream corridor management, hydrology of coastal and alpine/subarctic wetlands, hydrogeology of tailings and mined areas, reclamation plans, and CEQA permitting.

Jonathan Owens, Hydrologist/Engineer

Education: M.S., Civil Engineering, A.B., Engineering Sciences

Mr. Owens has been conducting hydrologic field studies in diverse settings since 1993. He uses his background in engineering, geology, and geomorphology to model hydrologic systems, perform field studies, and supervise construction of restored channels. He has experience designing, implementing, and directing integrated hydrologic investigations. His research focused both on fluvial and subsurface systems.

Carla Chenault Grandy, PhD, Geomorphologist/Coastal Specialist

Education: Ph.D., Earth Sciences, M.S., Marine Resource Management, B. S., Environmental Earth Resources

Dr. Chenault Grandy specializes in near-shore oceanography, fluvial and littoral sediment transport, shoreline retreat, and coastal-zone management. Her background emphasizes historical planimetric comparisons, GIS and photointerpretation of archival aerial photography, physical and digital modeling, analysis of episodic sedimentation, mineralogical analysis and sediment-source tracing, statistical analysis, and public policy in beach nourishment and shoreline management issues.

HydroFocus

Eugene (Gus) Yates, Senior Hydrologist

Education: M.S., U.C. Davis
B.A., Harvard University

Registration: California Professional Geologist

Mr. Yates has been a professional hydrologist in California for over 27 years. He has extensive experience in hydrogeologic data collection and analysis, modeling, and management of groundwater basins and related surface water and habitat systems throughout central and northern California. He has worked for the U.S. Geological Survey, environmental consulting firms, and as an independent consulting hydrologist.

Steven Deverel, Principal Hydrologist

Education: M.S., U.C. Davis, B.A., Harvard University

Registration: California Professional Geologist

Dr. Steven Deverel has over 27 years of hydrologic problem-solving experience in the western United States. Dr. Deverel analyzes groundwater systems, quantifies chemical and physical processes in soils, and evaluates groundwater- and surface-water quality. He served as project manager for estimating quantity and quality of groundwater and surface water in the Denniston/San Vicente groundwater basin.

John Fio, Principal Hydrologist

Education: M.S., U.C. Davis, B.S., U.C. Davis

Registration: California Professional Geologist

Mr. Fio has over 25 years of problem-solving experience. He analyzes groundwater systems, assesses water quality impacts, quantifies chemical transport in the subsurface, and evaluates groundwater surface-water interactions.

QUALIFICATIONS OF THE TEAM

AES

Founded in 2001, AES is a multidisciplinary consulting firm located in Sacramento, which specializes in the development of environmental documents and services that comply with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) and related permitting and services. AES has the technical expertise and professional experience required to provide exceptional environmental compliance support for projects of all sizes throughout California and the western United States. AES has completed projects of varying magnitude and complexity for an array of municipalities, counties, public agencies, and private firms. AES has a technical staff of approximately 30 professionals in a range of disciplines, including biology, geology, hydrology, toxicology, cultural resources, air quality, socioeconomics, and land use planning. AES is large enough to accomplish most services in-house and to accommodate peak workload demands, yet not so large as to take clients for granted or fail to provide effective communication and support. In short, AES values every client and places a premium on their satisfaction with the goal of establishing strong relationships by way of offering exceptional services, which allows AES to continue to serve many returning clients with environmental service needs.

AES combines an experienced and creative staff with cutting edge technology to deliver a superior product at a competitive price. AES's management approach ensures that projects are completed in a smooth, cost-efficient, and timely manner. The staff members profiled under the Key Personnel section above have brought numerous public works projects to completion individually and collectively. Our clients benefit from proactive problem solving that emphasizes anticipation and resolution of environmental issues early in the planning process. AES has repeatedly demonstrated the ability to work with local, state and federal agencies to fill gaps in their internal expertise and provide needed services on time and on budget.

AES has a proven track record for completing CEQA documents for water/wastewater infrastructure projects as well as in support of State Water Resources Control Board (State Water Board) processing of water right applications, and related permits. AES works with water right applicants, petitioners and their representatives on projects throughout California, in conjunction with the State Water Board's Memorandum of Understanding (MOU) process for preparing environmental documents. AES also has considerable experience preparing Initial Studies/Mitigated Negative Declarations and Environmental Impact Reports for water supply pipeline projects, wastewater and water storage projects, water and wastewater treatment system upgrades including several in association with water rights projects. As testimony to the quality of our work, we have completed or are currently preparing CEQA documents for over 100 water right projects for a variety of clients, including municipal water districts, irrigation districts and individual property owners. Our in-house team has the expertise to prepare a full range of reports and technical studies required for the environmental review associated with water rights and water diversion, transmission, storage and treatment projects, including biological assessments, stream assessments and public trust resource assessments, cultural resource

assessments, and related permit applications, including U.S. Army Corps of Engineers Section 404 permit applications, Department of Fish and Game Streambed Alteration Agreements and Regional Water Quality Control Board Section 401 permit applications.

We have worked in coordination with water engineers on Water Availability Assessments for numerous projects and have utilized the Cumulative Flow Impairment Index to evaluate resource impacts on dozens of streams with coastal connections specific to anadromous fisheries and other aquatic resources. Our water rights practice has included preparation of numerous environmental documents for projects that have included water rights actions, petitions for extension of time for water-right permits, coastal stream fisheries issues with related water diversion/conveyance/storage components. In combination with our teaming partners, **Steele Biological Consulting**, **Balance Hydrologics**, and **HydroFocus**, the AES team can complete all necessary technical studies, seamlessly navigate the State Water Board water rights process, provide informed guidance to the CCWD on appropriate strategies for dealing with regulatory complexities and complete technically defensible environmental documentation in a concise and readable form. Provided below is a description of our team capabilities, and relevant project experience.

CEQA and NEPA Document Preparation

AES staff has extensive experience providing environmental compliance services for a wide range of project types. Specific projects types evaluated by AES staff have included:

- **Water Rights**
- **Erosion Control Plans (Vineyards)**
- **Water/Wastewater Systems**
- **Habitat Enhancement/Restoration**
- **Transportation**
- **Energy Infrastructure**
- **Residential**
- **Commercial**
- **Mixed-Use**
- **Resource Management Plans**
- **Master Plans**
- **Mining/Surface Mining and Reclamation Act (SMARA)**
- **Tribal**

AES routinely prepares the following CEQA/NEPA documents for various projects:

- **Environmental Constraints Analysis**
- **Initial Studies (IS)**
- **Negative Declarations/Mitigated Negative Declarations (MND)**
- **Environmental Impact Reports (EIR)**
- **EIR Addendums**
- **Statement of Findings**
- **Environmental Assessments (EA)**
- **Finding of No Significant Effect (FONSI)**
- **Scoping Reports**
- **Environmental Impact Statements (EIS)**
- **Records of Decision (ROD)**
- **Combined CEQA/NEPA documentation**
- **Grant Applications**

AES typically also prepares any necessary Notices of Intent, Preparation, Availability, Completion, and Determination, and coordinates Scoping Meetings and Public Hearings.

AES routinely assists in the preparation of adoption/certification documents such as Findings of Fact and Statement of Overriding Considerations and Mitigation Monitoring and Reporting Plans.

Preparation of these documents and work on these projects has been under the direction of or in consultation with numerous regulatory agencies, including:

- **California Environmental Protection Agency**
- **California Department of Fish and Game**
- **California Air Resources Board**

- **U.S. Fish and Wildlife Service**
- **U.S. Army Corps of Engineers**
- **U.S. Environmental Protection Agency**
- **U.S. Federal Highway Administration**
- **U.S. Bureau of Indian Affairs**
- **Department of Transportation**
- **Air Quality Management Districts**
- **Regional Water Quality Control Board**
- **State Historic Preservation Office**
- **State Reclamation Board**
- **State Water Resources Control Board**
- **Local, Regional, and State Government**

Water Resources

AES has experience preparing CEQA Initial Studies and EIRs for water supply pipeline projects, wastewater and water storage projects, and vineyard projects that are proposed in association with water rights projects, as well as vineyard development projects that require CEQA documentation prior to approval of an erosion control plan application. AES, working under the State Water Resources Control Board's Memorandum of Understanding (MOU) process, has developed a track record for completing work on schedule and to agency expectations. AES water resource capabilities include:

- **Environmental Research and Impact Analysis**
- **CEQA Compliance**
- **Biological Resources Surveys and Report Preparation**
- **Cultural Resources Surveys and Report Preparation**
- **Memorandum of Understanding (MOU) Preparation**
- **Work Plan Formulation and Progress Reports Preparation**
- **Environmental Constraints Reports**
- **Agency Consultation and Scoping**
- **Permitting and Monitoring**
- **Geographic Information System (GIS) Capabilities**
- **Partnerships with Water Engineers, Scientific Specialists and In-House Graphic Artists**
- **Groundwater Monitoring Plans**
- **Surface and Groundwater Sampling and Testing**
- **NPDES Permitting**

Biological Resource Studies and Permitting

The AES biological resources unit is comprised of specialists who are certified and trained in several disciplines and fields. Many of our projects include consultations and coordination with the California Department of Fish and Game (CDFG), California Department of Water Resources (DWR), Regional Water Quality Control Board (RWQCB), U.S. Fish and Wildlife Service (USFWS), U.S. Army Corps of Engineers (USACE), and the U.S. Environmental Protection Agency (EPA). The AES biological resources unit excels at providing the following services to our clients:

- **Special Status Botanical Surveys**
- **USFWS protocol level California red-legged frog**
- **Vernal Pool Surveys**
- **USFWS protocol level vernal pool branchiopod and California Tiger Salamander Surveys**
- **USFWS protocol level Valley Elderberry Longhorn Beetle Surveys**
- **Pre-construction Nesting Birds and Raptor Surveys**
- **Habitat Assessments**
- **Wetland Delineations and Permitting**
- **Mitigation Monitoring**
- **Streambed Alteration Agreements**
- **Threatened and Endangered Species Permitting**

- **Section 401 Water Quality Certifications**
- **Incidental Take Permits**
- **Stream and Wetland Assessments**
- **Stormwater Pollution Prevention Plans (SWPPP)**
- **Botanical and Habitat Restoration Plans**
- **Open Space Mitigation and Restoration plans**
- **Wetland, Stream and Terrestrial Restoration Plans**

Environmental Permitting Assistance

AES has extensive experience in the preparation of environmental studies, feasibility/constraints analysis and permitting for an array of projects. In addition to California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance documents, AES also prepares supporting materials required by regulatory agencies and feasibility studies required by developers including:

- **Water Quality Assessments and Permitting**
- **Biological Assessments and Permitting for Compliance with the Endangered Species Act Compliance**
- **Air Quality Modeling, Impact Assessments, and Permitting**
- **Solar Power Project Permitting**

Cultural Resources

The AES cultural resources unit is comprised of specialists who meet the Secretary of the Interior's Professional Qualification Standards for Archaeology, History, and Architectural History. AES's cultural resources staff has an in-depth working knowledge of cultural resources standards, guidance, and regulatory compliance at the federal, state, and local level including Section 106 of the National Historic Preservation Act (NHPA), the National Register of Historic Places (NRHP), the California Register of Historic Resources (CRHR), the California Public Resources Code (PRC), the Archaeological Resources Protection Act (ARPA), and the Native Graves Protection and Repatriation Act (NAGPRA). We work closely with each client to assess their needs and develop cost-effective strategies that ensure regulatory compliance. In general, cultural resources work falls into one or more of six categories: inventory, evaluation, treatment, monitoring, consultation, and interpretation. Within these broad categories, specific services offered by AES include the following:

- **Background and Archival Research**
- **Cultural Resource Inventories**
- **Evaluation of Cultural Resources**
- **Archaeological Site Testing and Data Recovery**
- **Consultation with Native Americans, Governmental Agencies, and other Interested Parties**
- **Preparation of Technical Reports and CEQA/NEPA Sections**
- **Laboratory Processing and Artifact Analysis**
- **Development of Mitigation and Treatment Measures**
- **Preparation of Research Designs, Data Recovery Plans, and Inadvertent Discovery Plans**
- **Preservation Planning**
- **Construction Monitoring and Cultural Resources Training**
- **Section 106 Consultations and Compliance**

Technical Subconsultants

Steele Biological Consulting

Steele Biological Consulting specializes in working with water suppliers, ranchers and farms in the surface fresh water arena of monitoring and permitting. Steele Biological Consulting clients have typically experienced prior difficulty in obtaining permits in water rights, streambed alterations agreements or in developing projects compatible with fresh water lakes and stream environments. The unique combination of background and experience assembled by Steele Biological Consulting provides unique practical solutions and limits designed to satisfy the requirements of permitting agencies for even the most sensitive species and habitats.

Mr. Steele is retired from CA Fish and Game and worked on major statewide environmental issues, receiving the CSUS Alumni Professional Career Achievement Award; California State Assembly Resolution #4234 for public service Career Achievement; and California Secretary of State' recognition for a distinguished public service career. He has been the past president of the CSUS Biological Alumni Association, and past California/Nevada Chapter President of the American Fisheries Society.

Assisting Steele Biological Consulting, Mr. Tim Frahm is a highly respected member of the coastal farmland community and has extensive farmland experience in coastal bench agricultural issues, including water supply, land conservation, crop rotations, and public interface. Tim is also an experienced land surveyor with knowledge of coastal land use issues. He has been a member of many boards and commissions dealing with water and agricultural issues.

Other members are added as needed to round out the required expertise without adding to overhead costs or project expense. Steele Biological Consulting takes a measured low cost approach to permitting issues.

Balance Hydrologics

Balance Hydrologics is a specialized firm, recognized as being a leader in the analysis of watershed, channel, ground water and wetland dynamics. Our staff consists of over 25 highly qualified professionals with particular expertise in:

- **surface and ground water hydrology, and their interaction**
- **restoration design**
- **stream and tidal flow measurement and gaging**
- **geomorphology of channels, surfaces, and slopes**
- **hydraulics and sediment transport in natural and engineered channels**
- **sediment management and sediment quality**
- **agricultural hydrology and water quality**
- **analysis and design of storm runoff best management practices**
- **wetland protection and restoration**
- **remote sensing image interpretation and GIS applications for hydrologic studies**

One of our principal goals is providing engineers, planners, foresters, biologists and land managers with key information needed to plan for sustainable land uses. Most investigations are designed to measure and control the effects of specific land uses on aquatic, riparian, or wetland habitat values, with many focused on bank and bed stability. Our emphasis is on field trials and investigations, supplemented where needed by simulations and archival/historical analyses. Balance Hydrologics does not have biologists,

planners, landscape architects, or surveyors on staff, preferring to work with experienced local experts.

Balance Hydrologics regularly works with a wide range of environmental regulations including environmental impact analyses (NEPA and CEQA), wetlands, water rights, tribal fisheries, FEMA and FIA regulations, Coastal Zone and Clean Water Act and/or Porter-Cologne standards. Our clientele is drawn in roughly equal proportions from managers of large land holdings (including water districts, land trusts, and tribes or native corporations), agency staff, and engineering and environmental firms or academic institutions and institutes seeking our specialized applications. An expanded list of clients is available upon request.

Balance Hydrologics owns a wide range of surface and ground-water monitoring samplers and instrumentation, including high-flow sediment samplers used for measuring conditions in engineered and natural stream channels during storms. Data exchange occurs regularly with several water-related agencies, including the USGS and California Department of Water Resources. Balance Hydrologics staff regularly apply standard hydraulic and hydrological programs, such as the HEC, SWMM, Mike and TR series, and operate software developed by our staff for sediment transport, sedimentation, divertability analyses, and the effectiveness and sizing of BMPs.

HydroFocus

HydroFocus evaluates the quantity and quality of land and water resources for managers, planners, and public groups. We employ cost effective investigation, data collection, research, and objective analyses to help clients solve problems affecting land and water resources. Collectively, our firm officers have over 75 years of experience solving problems associated with mining, agricultural, urban, and industrial activities; water-rights disputes; groundwater pumping; waste disposal; and groundwater contamination and remediation. HydroFocus personnel have published over 50 peer-reviewed journal articles and reports.

- **Develops groundwater management and water supply plans. We help clients like Daly City in the San Francisco Bay Area to enhance water supply by using groundwater flow modeling. We have developed.**
- **Characterizes groundwater basins and analyze groundwater-flow systems. We collect and use available data and models to understand processes affecting groundwater flow and quality.**
- **Quantifies water- and land-management effects on soils and water quantity and quality. We help land- and water-managers in places like the San Joaquin Valley assess effects of changing management practices on soil and groundwater salinity using data collection and analysis and models for simulating groundwater and soil chemical and physical processes.**
- **Constructs computer models to assess soil salinity and chemistry, water quantity and quality. We have experience with a wide range of groundwater and unsaturated-zone models including MODFLOW, PHREEQC, SUTRA, FEMFLOW3D, VS2DT, MT3DMS and HYDRUS. We have also used the HEC-RAS stream hydraulics model to**

design stream modifications to improve anadromous fish passage. HydroFocus personnel has developed groundwater flow and geochemical models in over 20 basins in the western US.

- **Interprets statistical analyses of hydrologic and water quality data. We use statistical software such as MINITAB and SANITAS to analyze data.**
- **Designs and utilizes Geographic Information Systems (GIS). HydroFocus personnel have used GIS since the mid-1980's to process, map and display data.**
- **Collects hydrologic data and establishes monitoring programs. HydroFocus personnel have collected hydrologic data and developed monitoring programs in locations throughout California and the western US since the early 1980's.**

PROJECT TEAM EXPERIENCE

AES

AES selected the following project examples to demonstrate our firm's ability to provide environmental consulting services for the CCWD. The projects illustrate a broad range of experience in environmental compliance and underscore the qualifications of the personnel assembled for this proposal. The AES team described herein have had key roles in many of these projects, working together to achieve the highest level of client satisfaction and legal defensibility.

NORTH GUALALA WATER COMPANY WATER PROJECT EIR MENDOCINO COUNTY, CA

Client Reference:
John Bower, President
North Gualala Water Company
P.O. Box 1000
Gualala, CA 95445-1000
(916) 447-3479

Project Dates:
2010

Key Project Elements/Issues:
- CEQA Documentation
- Water Right Permits

AES prepared an EIR in accordance with the requirements of the State Water Board and the North Gualala Water Company (NGWC). The project included petitions for extension of time for three existing water right permits (Permits 5431, 5432 and 14853) and an additional new water right application (Application 31792). Permit 14853 (Application 21883) allowed for the year-round directed diversion at a rate of up to two cubic-feet-per second (cfs) for municipal purposes. A Petition for Extension of Time for beneficial use of water under Permit 14853 has been filed with the State Water Resources Control Board (State Water Board). Application 31792 has also been filed for the diversion of water from the same two wells (4 and 5) named in Permit 14853. Each permit specifies that water shall be diverted from (1) Robinson Gulch if available and when not available the deficiency shall be taken from (2) Big Gulch. Both Robinson Gulch and Big Gulch are small coastal watersheds. The date by which water was to be put to full beneficial use was December 31, 1999, for both permits. Petitions for Extension of Time for beneficial use of water under these permits have been filed with the State Water Board and are currently pending approval.

PESCADERO COMMUNITY SEWER PROJECT MITIGATED NEGATIVE DECLARATION
PESCADERO, SAN MATEO COUNTY, CA

Lead Agency Reference:
James C. Porter, PE, Director
County of San Mateo
555 County Center 5th Floor
Redwood City, CA 94063
(650) 599-1421

Client Reference:
Curtis Lam, HydroScience
(707) 254-1901

Project Dates:
2007 – 2009

Key Project Elements/Issues:
- Treatment Plant
- Collection System
- Leach Fields
- Wetlands
- Coastal Zone Management Area
- Septic abandonment

AES joined the HydroScience team to provide environmental compliance support for the Pescadero Community Sewer, which was undertaken under the oversight of the County of San Mateo. The project was in response to permitting requirements. The project involved the preparation of a facilities planning report, which proposed strategies for the conversion from septic systems to a community wastewater treatment facility, and associated environmental compliance documents. AES was involved at the earliest stages to assist in designing a low impact project that would avoid potential environmental impacts. The project required coordination with multiple jurisdictional agencies. Key environmental issues associated with the project include the location of the treatment facility outside established floodways and FEMA designated flood zones, minimizing intrusions into scenic vistas, and avoiding impacts to sensitive biological resources. In particular, the project is located in a Coastal Zone and nearly adjacent to the Pescadero Marsh Natural Preserve.

SAN JOSE WATER COMPANY PIPELINE CEQA DOCUMENTATION
CITY OF SAN JOSE, CA

Client Reference:
John Davidson
City of San Jose
200 East Santa Clara Street
San Jose, CA 95113
(408) 535-7895

Project Dates:
2009 – 2010

Key Project Elements/Issues:
- CEQA IS/MND and associated technical studies

AES prepared an Initial Study/Mitigated Negative Declaration for the San Jose Water Company (SJWC) Phase I Recycled Water Project, pursuant to requirements of CEQA. The project would result in the extension of the City's existing recycled water infrastructure to include an additional 80 miles of recycled water pipelines through public right-of-ways to serve typical non-potable uses for recycled water approved under Title 22. Key issues addressed within the MND included: biological resources, cultural resources, noise, public utilities and services, public health and safety, and traffic and circulation. The MND was adopted in June and design is currently being completed.

HOLLISTER DOMESTIC WASTEWATER SYSTEM IMPROVEMENT AND RECYCLED WATER FACILITY EIR
CITY OF HOLLISTER, SAN BENITO COUNTY, CA

Client Reference:
Clint Quilter, City Manager
City of Hollister
420 Hill Street, Bldg. C
Hollister, CA 95023
(831) 636-4305

Project Dates:
2003 – 2006

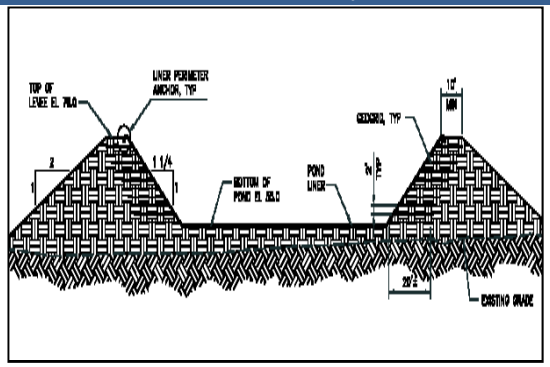
Key Project Elements/Issues:
- 5 MGD Membrane Bioreactor WWTP
- Sprayfields
- Pipelines
- Recycled Water Use

AES prepared an EIR for the City of Hollister to address the impacts of improvements to the City's wastewater system. The project includes replacing the existing treatment system with a 5-million gallons per day Membrane Bioreactor that will expand the city's treatment capacity and improve the quality of effluent. The project also included the extension of pipelines for the development of spray fields and recycled water projects to provide additional effluent disposal capacity. Development of the EIR required extensive consultation with San Benito County and the San Benito County Water District, which served as responsible agencies. AES was effective at incorporating diverse opinions and building consensus in the project team. The EIR included detailed analysis of local and regional groundwater impacts. Groundwater levels and quality were modeled to determine how the project would affect existing management concerns, particularly shallow groundwater and elevated groundwater salinity. AES also provided a detailed analysis of the growth-inducing impacts, land use consistency, and impacts to agricultural, biological resources, air quality, utilities systems, and cultural resources.

RUSSIAN RIVER COUNTY SANITATION DISTRICT EQUALIZATION BASIN EIR
SONOMA COUNTY WATER AGENCY, SONOMA COUNTY, CA

Client Reference:
Jeff Church, Environmental Specialist
Sonoma County Water Agency
404 Aviation Boulevard
Santa Rosa, CA 95403-9019
(707) 547-1949

Project Dates:
2005 – 2009



Key Project Elements/Issues:
- 4.3 million gallon earthen storage basin
- Pipes, pumps and other associated features
- Export and import of fill materials
- Wetlands fill
- Streambed relocation
- Tree removal

AES prepared an EIR to address the environmental impacts related to the Equalization Storage Basin Project. Sonoma County Water Agency served as Lead Agency on behalf of the Russian River County Sanitation District. The project was located within the existing boundaries of the Russian River Wastewater Treatment facility, which is located outside the community of Guerneville, approximately 2,500 feet south of the Russian River. Designed to reduce the risk of discharge violations, the project is comprised of a 4.3 million gallon earthen storage basin and appurtenant features, including underground piping and pumps. Construction of the basin will require importation of approximately 24,000 cubic yards of fill material. Key environmental issues addressed in the EIR included potential impacts to wetlands, relocation of a jurisdictional stream, and the possible degradation of local transportation infrastructure. AES conducted a formal wetlands delineation for purposes of Section 404

and SAA consultation. Local concerns about the perceived regionalization of public utilities made this a high profile project. AES worked very closely with the Lead Agency to ensure the project description and project purpose were finely tuned. AES helped coordinate an open house to introduce the project to the community. Certified: March 2009.

RUSSIAN RIVER IRRIGATION EXPANSION AND BENEFICIAL REUSE PROJECT EIR SONOMA COUNTY WATER AGENCY, SONOMA COUNTY, CA

Client Reference:
Jeff Church, Environmental Specialist
Sonoma County Water Agency
404 Aviation Boulevard
Santa Rosa, CA 95403-9019
(707) 547-1949

Project Dates:
2006 – 2009

Key Project Elements/Issues:
- Up to 17 miles of recycled water pipeline
- Two 5,000,000-gallon offsite storage tanks
- Upgrades to booster pump stations and service turnouts for pipeline
- Cultural and biological resources studies
- Section 401, 404 and SAA Permitting

AES prepared an EIR to identify and evaluate the potential environmental impacts associated with the Russian River Irrigation Expansion and Beneficial Reuse Project located in Sonoma County, California. Sonoma County Water Agency served as Lead Agency for the project on behalf of the Russian River County Sanitation District. The proposed pipeline, which originated at the Russian River Wastewater Treatment Plant and wound 17 miles through the region ending at Vine Hill Road, was designed to improve the District's ability to meet existing and future treated wastewater disposal demands during the dry season, to ensure compliance with the District's NPDES Permit, to implement the strategy set forth in their long-term solutions report, and to ultimately provide treated wastewater for beneficial reuse. Key environmental issues addressed in the EIR included potential impacts to water resources, biological resources, noise, traffic, and air quality. AES also performed cultural and biological resources surveys and studies in support of the CEQA document and reports of findings were prepared. AES prepared an Initial Study prior to preparing the EIR and assisted with obtaining the Section 401 Water Quality Certification, Section 404 Department of the Army Permit, and 1600 Streambed Alteration Agreement for the project. The CEQA document was certified in 2008.

GOLD RUN PIPELINE PROJECTS INITIAL STUDIES/MITIGATED NEGATIVE DECLARATIONS PLACER COUNTY WATER AGENCY, PLACER COUNTY, CA

Client Reference:
Heather Trejo, Environmental Specialist
Placer County Water Agency
144 Ferguson Road
Auburn, CA 95603
(530) 823-4905

Project Dates:
2006 – 2009

Key Project Elements/Issues:
- CEQA documentation for pipeline replacement projects
- Biological resources studies
- Cultural resources studies
- Pre-construction biological surveys

AES prepared Initial Studies/Mitigated Negative Declarations for the Gold Run Pipeline Near Term and Long Term Improvement Projects, as well as the Gold Run Pipeline Replacement Project – Phase IV

Improvements, near towns of Gold Run and Dutch Flat, about 20 miles northeast of the City of Auburn, California. Placer County Water Agency served as the Lead Agency for the projects. The Gold Run Pipeline Near Term Improvement Project focused on replacing a deteriorating portion of the Gold Run pipeline with approximately 3,800 feet of pipeline. The Gold Run Pipeline Long Term Improvement Project considered the construction of approximately 7,950 feet of pipeline to replace fragile portions of the Gold Run pipeline and improvements to related facilities. The Gold Run Pipeline Replacement Project – Phase IV Improvements focused on the extension and replacement of approximately 5,880 linear-feet of pipeline and associated facilities. Cultural and biological resources surveys and studies were also conducted in support of the Initial Studies and reports of findings were prepared. AES completed the Initial Studies for all three projects and finalization of the Mitigated Negative Declaration for the Gold Run Pipeline Replacement Project – Phase IV Improvements is still underway.

GUENOC RANCH WATER FACILITIES WATER RIGHTS MODIFICATION EIR AND TECHNICAL STUDIES LAKE AND NAPA COUNTIES, CA

Client Reference:
Katherine Mrowka, Chief
State Water Resources Control Board
1001 I Street
Sacramento, CA 95814
(916) 341-5363

Project Dates:
2005 – 2009

Key Project Elements/Issues:

- Water Rights Petitions for Change and Extension of Time
- 6,480 acres of new Vineyard
- Increase in reservoir capacity by 1,000 acre-feet
- Improvements to existing diversion facilities

AES prepared an EIR for various modifications to existing water rights held by the 22,000-acre Guenoc Vineyard located in southeastern Lake and northwestern Napa Counties, approximately one mile northwest of Lake Berryessa. Proposed modifications consisted of adding additional water storage capacity to an existing reservoir, improving existing diversion facilities and constructing a water diversion pipeline, expanding the existing 1,819-acre place of use to 6,847 acres and developing 6,480 acres of new vineyard. Currently 367 acres of irrigated vineyard and 1,452 acres of irrigated pasture and forage crop exist in the place of use. The State Water Resources Control Board, Division of Water Rights was the Lead Agency for the project. AES completed an Initial Study for the project and prepared a Draft EIR, Final EIR and Mitigation Monitoring and Reporting Program for the project. Primary potential areas of concern identified with development of the project include effects of hillside development, in-stream impacts from additional water diversions, impacts to special status plant and animal species, impacts to native oak woodland and oak savanna habitats, and impacts to cultural resources. AES completed biological resources surveys, a tree replacement plan and an open space preservation plan for the project. AES also worked with the project engineer to address hydrological issues and to identify project modifications that did not compromise the objectives of the project.

EAST SANEL IRRIGATION COMPANY WATER RIGHT EIR
MENDOCINO COUNTY, CA

Client Reference:
Robert Keiffer
East Sanel Irrigation Company
4070 University Road
Hopland, CA 95449
(707) 744-1424

Project Dates:
2005 – Present

Key Project Elements/Issues:
- CEQA Environmental Impact Report for ten water right applications

AES is preparing an EIR for ten water right applications and petitions proposed by five entities in Mendocino County. The projects are located within two miles of each other and share a common point of diversion. The project area is located approximately one mile east of Hopland in Mendocino County, California. A single EIR is being prepared for Brutocao Vineyards Water Right Applications 29760 and 30656, Lakeview Vineyards Water Right Application 31184, Shadowbrook Farms Water Right Application 31181, Middleridge Vineyards Water Right Applications 29783 and 31446, M-R Vineyards Water Right Applications 30015 and 31296, and East Sanel Irrigation Company Water Right Applications 25596, 31179 and 31261. The three East Sanel Irrigation Company applications are shared by each of the parties, except Shadowbrook Farms, as they are members of the East Sanel Irrigation Company.

ANDERSON CREEK WATERSHED GROUP WATER RIGHT CEQA DOCUMENTATION
MENDOCINO COUNTY, CA

Client Reference:
Tom Adams
Anderson Creek Vineyard, LLC
PO Box 3989
Napa, CA 94558
(831) 336-3525

Project Dates:
2005 – Present

Key Project Elements/Issues:
- CEQA documentation

AES is preparing CEQA documentation for the Anderson Creek Watershed Group Water Right project located in Anderson Valley near the town of Boonville, Mendocino County, California. Application 31250 proposes to divert water from Anderson Creek and several small intermittent tributaries of Anderson Creek to storage in a 36 acre-foot offstream reservoir (Reservoir A). Reservoir A has been constructed, but is not currently collecting streamflow. Application 31250 also seeks to appropriate water that is currently captured by an existing reservoir that spans the property line with the adjoining neighbor, Donnelly Creek Vineyards. The second reservoir is also named in Donnelly Creek Vineyard's pending Application 30722. Streamflow is currently intercepted at two points upslope from Reservoir A and routed around Reservoir A to the second reservoir via 18-inch diameter gravity-flow pipes. Under Application 31250, the pipelines would be modified to allow diversions to Reservoir A. Water would be used for irrigation, frost protection, and heat control of 53 acres of proposed vineyard, as well as incidental recreation at the reservoirs.

WALT RANCH EROSION CONTROL PLAN APPLICATION ENVIRONMENTAL IMPACT REPORT NAPA COUNTY, CA

Client Reference:
Mike Reynolds
Hall Wines
401 St. Helena Hwy
St. Helena, CA 94574
(707) 967-2626

Project Dates:
2007 – Present

Key Project Elements/Issues:
- Erosion Control Plan Application
- 397 net acres of new vineyard within 538 gross
- Erosion control features to prevent erosion and
- sedimentation

AES is preparing an EIR for the Walt Ranch Erosion Control Plan Application project located in the Capell Creek and Milliken Reservoir watersheds in south-central Napa County, California. Milliken Reservoir watershed is a County designated Sensitive Domestic Water Supply Drainage. The project proposes earthmoving activities on slopes greater than five percent in connection with the development of 397 net acres of vineyard within 538 gross acres disturbed on the approximately 2,300-acre Walt Ranch. Vineyard development activities include removal of brush, trees and associated vegetation in proposed vineyard areas, blasting, ripping to depths of three to four feet, rock removal, installing erosion control measures, trenching for irrigation pipelines, installation of trellis system and deer fence around vineyard blocks or block clusters (to minimize impact on wildlife corridors), seeding cover crop, mulching, and planting vines. The County of Napa is the Lead Agency for the project. AES has completed an Initial Study/NOP, supplemental biological resources surveys, and California red-legged frog protocol surveys for the project. Primary potential areas of concern include impacts to biological and cultural resources from development of the project; potential erosion, sedimentation, water quality and traffic issues associated with vineyard development and operation; and potential impacts to groundwater resources.

COOLEY RANCH (VINO FARMS) WATER RIGHT CEQA DOCUMENTATION SONOMA COUNTY, CA

Client Reference:
Jim Ledbetter
Vino Farms
1377 East Lodi Ave.
Lodi, CA 95240
(209) 334-6975

Project Dates:
2002 – 2010

Key Project Elements/Issues:
- Initial Study/Mitigated Negative Declaration
- Three water rights applications
- 280 acres of new vineyard
- 226 acre-feet of water storage capacity in five new reservoirs
- USACE Section 404 Permit
- Section 401 Certification
- Streambed Alteration Agreement

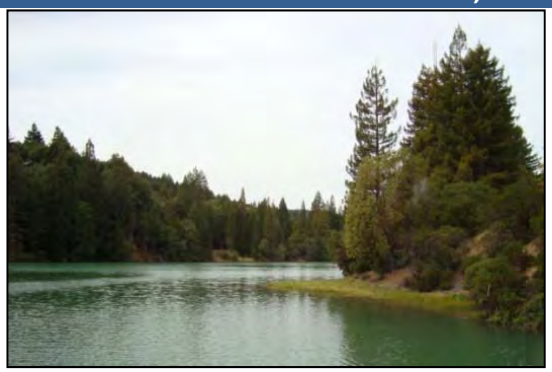
AES prepared a CEQA document for the 19,130-acre Cooley Ranch property located less than a mile north of Lake Sonoma in Sonoma County, California. The project consisted of three water rights applications that included proposed new vineyard and associated water diversion and storage facilities in three separate geographic areas of Cooley Ranch. The State Water Resources Control Board, Division of Water Rights was the Lead Agency for the project. The Initial Study that AES prepared for the project was intended to also serve the needs of the other regulatory agencies that issued permits for the

project, including the U.S. Army Corps of Engineers (USACE), the California Department of Fish and Game (CDFG), and the Water Quality Control Board. AES worked with each of these agencies and the project applicant to identify project impacts and come to a consensus on appropriate mitigation. AES prepared an Initial Study/Mitigated Negative Declaration for the project that was circulated for public review in September 2007. Potential direct impacts to wetlands and waters of the U.S., State waters and riparian areas, and cultural resources were identified as primary areas of concern. Potential indirect impacts to downstream hydrology and aquatic species were also identified as areas of concern. To address these concerns, AES met with the USACE, prepared a formal delineation of waters of the U.S., and worked with the USACE for verification of the delineation. AES identified State waters and conducted a tree survey, and prepared Streambed Alteration Agreement application materials for the project. The water rights permits were issued for the project in October 2008.

BROOKTRAILS INFRASTRUCTURE AND IMPLEMENTATION PROGRAM CEQA-PLUS EIR BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT, MENDOCINO COUNTY, CA

Client Reference:
Michael Chapman, GM
Brooktrails Township
Community Services District
24860 Birch Street
Willits, CA 95490
(707) 459-2494

Project Dates:
2009 – Present



Key Project Elements/Issues:
- CEQA-Plus Documentation
- Expansion of the Water System Infrastructure
- Addition of a Secondary Access Road
- Addition of a Second Sewer Pipeline

AES was asked to prepare a CEQA-Plus Environmental Impact Report to address the impacts of the infrastructure projects that were contemplated as being necessary to implement the Brooktrails Township Specific Plan that was approved by the Mendocino County Board of Supervisors. The Proposed Project includes the following three primary infrastructure improvements: (1) the expansion of the water system infrastructure; (2) the addition of a secondary access road to serve the Brooktrails Township Community Service District's existing and anticipated future population; and (3) the addition of a second sewer pipeline to the City of Willits Sewer Treatment Plant. AES completed the Draft Initial Study/Notice of Preparation for the CEQA-Plus EIR document along with all preliminary studies for the proposed expansion of the water supply system, addition of a secondary access road, and addition of a second sewer pipeline to serve the BTCSD. This project is currently on hold.

CANEBRAKE VINEYARDS WATER RIGHT PROJECT INITIAL STUDY/MND MENDOCINO COUNTY, CA

Client Reference:
Tim and Shawna Todd
Canebrake Vineyards
PO Box 779
Redwood Valley, CA 95470-0779
(707) 485-8844

Project Dates:
2003 – 2008

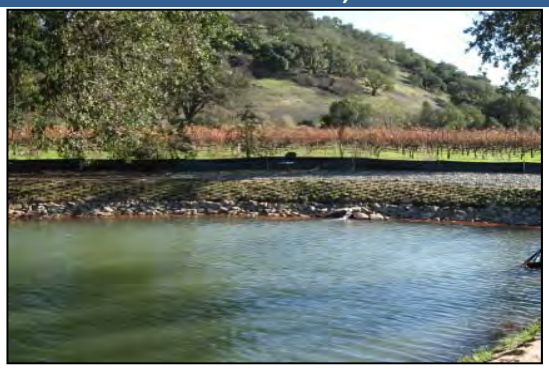
Key Project Elements/Issues:
- Initial Study/Mitigated Negative Declaration
- Diversion of water from a tributary to the Russian River
- Biological and cultural resources surveys and reports

AES prepared an Initial Study/Mitigated Negative Declaration for the Canebrake Vineyards Water Right Project located about two miles west of Redwood Valley in Mendocino County, California. The project proposed the diversion to storage of water from Forsythe Creek tributary to the West Fork of the Russian River for irrigation and frost protection of 25 acres of vineyard. AES performed cultural and biological resources surveys and studies in support of the CEQA document and reports of findings were prepared. Potential areas of concern identified with approval of the project included in-stream impacts from the water diversion, impacts to riparian and wetland habitats, and potential impacts to cultural resources. The State Water Resources Control Board, Division of Water Rights was the Lead Agency for the project. The Initial Study/Mitigated Negative Declaration was circulated for public review in April 2008 and the water right permit was issued in June 2008.

NEMEREVER WATER FACILITY PROJECT RESTORATION PLAN, PERMITTING AND MONITORING NAPA COUNTY, CA

Client Reference:
William Nemerever
Nemerever Vineyards
P.O. Box 366
Oakville, CA 94562
(617) 346-7602

Project Dates:
2009 – Present



Key Project Elements/Issues:
- Habitat Restoration
- USACE Section 404 Permit
- Section 401 Certification
- Restoration Plan
- Mitigation Monitoring

AES prepared technical studies and completed U.S. Army Corps of Engineers and Regional Water Quality Control Board permitting for the Nemerever Water Facility Project located in Napa County, California. The project included the removal of an existing dam and construction of a replacement offstream reservoir by constructing an offset earthen embankment that separates the stream channel from the reservoir. Construction of the embankment involved placement of 1,500 cubic yards of soil fill along 180 feet of the existing channel. AES assisted with environmental permitting compliance, including obtaining Clean Water Act Section 401 Certification and the Section 404 Permit for the project. AES also prepared a Restoration Plan and is conducting mitigation monitoring for the project.

Technical Subconsultants

Steele Biological Consulting

Typical projects include water rights, fish kill investigations, instream alteration projects such as small dams and diversions, and impact evaluation and monitoring. Past projects have been with farmland owners, Coastside County Water District, San Mateo County Farm Bureau, Open Space Trust, Friends of Dept. of Agriculture, Coastal Conservancy, American Farmland Trust, Bay Area Open Space Council, Sustainable Conservation, US Air Force base decommissioning and Local Counties.

Balance Hydrologics

Coastal San Mateo County

Balance Hydrologics staff has completed more than 200 projects in San Mateo County since the firm was founded in 1988, including the El Granada and Montara/Moss Beach water-supply EIRs which may prove foundational for this document. During recent years, the firm has conducted a number of water-supply, watershed, and water-quality investigations, including the Midcoast Groundwater Study Phase I and Phase III studies, key habitat-hydrology assessments in the Pilarcitos watershed, and water-well evaluations for MWSD and CCWD. Balance Hydrologics has also served as the hydrologist for the community of La Honda for the past 10 years.

Water Rights Projects

Balance Hydrologics staff have served key technical and strategic roles in the numerous water-rights licenses and permits, including developing and explaining key analyses for multi-year hearings on Lagunitas Creek (on behalf of MMWD), Trinity River (Trinity County), Santa Ynez River (City of Santa Barbara and affiliated South Coast diverters), San Francisquito Creek (Stanford) and the City of Santa Cruz. Balance Hydrologics has been an approved EIR specialist contractor for the state's Division of Water Rights since 1999. Balance Hydrologics and its senior principal, Barry Hecht, served as surface-groundwater interaction specialists for the State Water Resources Control Board during the Mono Lake water-rights hearings of the late 1980s and 1990s.

HydroFocus

Half Moon Bay Groundwater Model, Bay Area Properties, San Francisco, CA

HydroFocus estimated the quantity and quality of groundwater and surface water in the Airport aquifer between Denniston and San Vicente Creeks north of Half Moon Bay. We installed instrumentation to monitor precipitation, streamflow and groundwater levels. We developed a groundwater flow model of the basin to evaluate the effects of increased groundwater pumping on Pillar Point Marsh and the potential for conjunctive use in the basin.

Westside Basin Groundwater Model, Daly City, CA

HydroFocus developed a three-dimensional MODFLOW model of the Westside Groundwater Basin in San Francisco and northern San Mateo Counties. We successfully overcame technical challenges posed by large vertical water-level gradients and institutional challenges posed by a rigorous interagency model oversight committee. The model is publicly available and has become the standard tool for evaluating groundwater projects in the basin.

Groundwater Model and Stream/Lagoon Impacts, San Simeon Creek Basin, Cambria Community Services District, Cambria, CA

The small alluvial groundwater basin beneath San Simeon Creek is the principal source of municipal water supply for the coastal community of Cambria. HydroFocus, Inc. staff completed numerous studies of the groundwater basin, including development of a groundwater flow model and evaluation of pumping impacts on base flow and the coastal lagoon.

Relevant Experience (Continued)

Professional Affiliations

Society of Wetland Scientists

California Invasive Plant Council

California Native Plant Society, East Bay Chapter

species habitat and provide erosion control, and oversaw implementation of the plan, including annual quantitative monitoring and reporting.

Pajaro Valley Basin Management Plan 2000 EIR/EIS. ***Biologist and Permit Specialist.*** Chris provided technical and field support for the jurisdictional delineation and permitting for the Pajaro Valley Water Management Agency's (PVMWA's) Revised Basin Management Plan. The project proposes alternative approaches to remediating seawater intrusion and groundwater basin overdraft in the 79,000-acre Pajaro Valley service area (portions of Santa Cruz, Monterey, and San Benito Counties). The project also includes construction of a 23-mile long pipeline to import water from the Central Valley Project to PVWMA service area, which crosses numerous jurisdictional features, including habitat for several threatened/endangered species (i.e., California Red-legged frog, steelhead, California tiger salamander, and western pond turtle).

Compliance Monitoring QA/QC for the Department of Water Resources South Bay Aqueduct, Crystal Springs Sewer Improvement Project; the Sunol/Niles Dam Removal Project; the EBMUD Moraga Rd. Pipeline Project in Lafayette**,** the Ellis Creek Water Recycling Facility in Petaluma; and the Fairfield-Suisun Sewer District Wastewater Treatment Plant Improvement Project.

Fairfield-Suisun Sewer District Wastewater Treatment Plant Improvement Project, Fairfield, CA. ***Lead Biologist and Permit Specialist.*** Prior to completion of improvements to this wastewater treatment facility, and according to the Mitigation and Monitoring Plan and permits he obtained for the project, Chris supervised an assessment of a population of a special status plant, Suisun marsh aster that was to be impacted by the construction of an outfall structure on a tidal creek. Chris's team identified appropriate local transplanting sites, monitored construction to minimize the impacts, harvested and transplanted them to comparable habitat nearby, and collected baseline data. Following construction, Chris supervised restoration of the outfall construction footprint with native plant material. Chris continues to supervise annual monitoring and reporting to the regulatory agencies on the successful transplant and restoration effort.

California Department of Water Resources, South Bay Aqueduct Improvement and Enlargement Project EIR. ***Lead Biologist and Permit Specialist.*** Chris provides senior technical assistance to ESA's construction and compliance monitoring field staff for enlargement of a 16 miles segment of this 44-mile water delivery facility serving eastern and southern Alameda County. New facilities include a new pump station, 3-mile pipeline, 425 acre-foot reservoir and 12 miles of increased canal capacity. Simultaneous with construction, which is ongoing, Chris has assisted DWR to identify suitable and available land for mitigation and developed conservation easement strategies in coordination with DWR Land and Right of Way Division. Chris also designed and consulted on construction of three acres of seasonal alkali wetland habitat, revegetation of lakeshore marsh habitat, and creation of several red-legged frog ponds. All work was conducted according to permits acquired by ESA from U.S. Army Corps of Engineers (Sacramento and San Francisco Districts), U.S. Fish and Wildlife Service, California Department of Fish and Game (CDFG), and the San Francisco Bay Regional Water Quality Control Board (RWQCB).

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **April 12, 2011**

Report Date: April 8, 2011

Subject: **Award of Contract for District Digital Mapping and GIS Implementation to California CAD Solutions**

Recommendation:
Authorize staff to execute a contract with California CAD Solutions for digital mapping and Geographic Information System implementation services in the amount of $36,700.

Background:
Recognizing that a Geographic Information System (GIS) has become an essential tool for a water utility, staff included a District Digital Mapping project ($75,000) in the current CIP. A GIS will allow us to visualize and analyze a broad array of District information in conjunction with the map of the District and with GIS-formatted data available from other sources. The first step in implementing a GIS will be to digitize the existing paper maps of our water distribution system. As implementation proceeds, we can add information about District assets and make other District information available through the GIS.

Examples of the kinds of information we will be able to produce readily with GIS queries include:

- A breakdown of all District distribution piping by size, length, material, age.
- A list of customers served by 2" galvanized pipes that need to be replaced.
- Locations and owners of all parcels assigned uninstalled non-priority connections.
- Map of all pipelines flushed within the past year.

Over the last three months, we have been exploring options for GIS implementation. Since we're a small agency with limited GIS knowledge, we need a consultant who can get us set up, train our staff, and support us in developing and using the GIS. We talked with three firms about the services we need:

1. **EKI**, the engineering firm who managed construction on our recent Nunes project. They proposed to digitize our existing maps, but they are unable

to offer any assistance with acquiring and setting up the GIS we would need to make use of the digital map files they would create.

2. **ESRI,** the dominant company in GIS software. ESRI focuses mainly on licensing their software. They provide some consulting services, but these do not seem to be geared toward small agencies with no information technology department and no GIS expertise. ESRI proposed to begin our GIS implementation with a $25,000 planning study. Their software is excellent, but relatively expensive for a small agency. They recommended a licensing arrangement that would cost CCWD $10,000 a year as long as we used their software.

3. **California CAD Solutions**, a company Jim Teter employed to assist with mapping elements of the El Granada Pipeline design. California CAD Solutions specializes in tailoring GIS solutions to agency needs. They proposed services to digitize our maps, set up the GIS, bring in other data sources, provide software that would allow broad access to the GIS by District employees, set up reports and queries, train District staff, and otherwise assist us in implementing the GIS. Their approach would use open-source software that is compatible with other GIS formats but has no licensing cost.

The California CAD Solutions proposal, attached along with information on their qualifications, provides for a comprehensive initial GIS implementation at a lump-sum cost of $36,700. Staff recommends awarding a contract for the services outlined in the proposal.

Fiscal Impact:
Cost of $36,700, budgeted in current CIP.

California CAD Solutions

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

Quote

Date	Quote #
3/17/2011	604894

Bill To	Ship To
Coastside County Water District 766 Main Street Half Moon Bay CA 94019	Coastside County Water District 766 Main Street Half Moon Bay CA 94019

Expires	Terms	Ship Via	Tracking #	Sales Rep
4/16/2011	Net 30			Ortiz

Qty	Item	Description	S/N	Unit Price	Amount
1	Data Creation	Create an AutoCAD Map of District Water System: - Map all water lines and structures in approximate location as noted on the 24x36 paper maps - Positional accuracy of the data created will be relative to the visual placement in the paper maps as compared to the County-supplied parcel data - Map will be in NAD 83 coordinate space with County aerial photography in the background - ID all node entities. Numbering system to be created in conjunction with District Staff. - Work with District Staff to update the map grid to a smaller scale for readability in 11x17 format. Future detail of items such as meter location will necessitate this work. - Create new map books for field personnel based on the above grid - This proposal does not include the mapping of entities in the District system which are not noted on the 24x36 paper maps		17,500.00	17,500.00
1	System Design	Create MapServer District GIS Site: - Work with District personnel to determine an appropriate sphere of influence area for inclusion in the site - Create site using County data as a base along with the District infrastructure data - Include County data such as: - Aerial Photography - City Boundaries - Contours - Elevation Points - Lakes - Landmarks - Streets - Streams -Create query to look up information based on items such as: - Owner Name - Address - Street Intersection		19,200.00	19,200.00

California CAD Solutions

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

Quote

Date	Quote #
3/17/2011	604894

Qty	Item	Description	S/N	Unit Price	Amount
		- Water Pipe and structure information -Create reports for information in the map such as: - Owner information - Mailing Labels - Linear feet of pipe selected - Number of valves or hydrants selected -Work with District personnel on specific query and report items desired by the District -Work with District IT Contractor to determine best location and method for system hosting - This proposal does not include any hosting costs			

Total	$36,700.00

CCS Inc.
The Integration Experts

1620 N. Carpenter Road #C-28
PO Box 4779
Modesto, CA 95352
800-617-4447

EXECUTIVE SUMMARY

California CAD Solutions, Inc. (CCS, Inc.) has been in the Automated Mapping, Facilities Management, and Geographic Information Systems (AM/FM/GIS) industry since 1987, specializing in doing what was said to be impossible. Integrating data from legacy systems, from various sources and formats, including a wide variety of databases is our specialty. CCS is one of Autodesk's Premiere Solution Providers; which has given us an unprecedented intimate knowledge and understanding of the top industry data formats.

CCS, Inc. has accumulated vast experience integrating a wide variety of external data. Besides generic Oracle, SQL, and DB2 databases, we have integrated sophisticated enterprise databases such as Tidemark, Permits Plus from Accela.com (formerly Sierra Permits), HTE, Megabyte Assessor Information Systems, DIMS, AS400 Assessor databases, George Butler Assoc. (GBA), Sussex, and Hansen Systems.

Our firm harnesses this experience to bring to our clients applications in which they can boldly and aggressively face problems with the confidence that their application and data will be right the first time. Knowing that you can count on the data and application to be delivered on time without ongoing delays that derail projects and increase costs is what CCS, Inc. is all about. Our firm takes the time to understand your situation, develop a solid plan, and delivers on time and on budget. Our clients receive what they want, when they want it for less than otherwise possible.

FIRM HISTORY

CCS, Inc. was established in 1987 as an out growth of an engineering design firm. Raymond Kinser, founder and President, foresaw the need of designers and mappers for high quality software, support, and services. His vision is what CCS, Inc. has become -- a company well known for the highest quality in everything it does.

CCS, Inc. is headquartered in Modesto, with a training office in Sacramento. CCS is considered a premiere AM/FM/GIS integration firm in the Western United States.

EXPERIENCE

CCS, Inc. is dedicated to the AM/FM/GIS industry with proven skills in the planning, implementation, application, and training of Geographic Information Technology. The combination of being Autodesk's first Premiere Solutions Provider for GIS, a Registered Developer for Palm and Oracle provides a single place for all needs to be met. Our

1620 N. Carpenter Road #C-28
PO Box 4779
Modesto, CA 95352
800-617-4447

highly qualified staff of professionals provide cost effective, "down-to-earth" planning, implementation, and training solutions, by utilizing the latest software, database, point-of-work, and base map creation technologies.

Our experience with GIS began with AutoCAD clients who wanted to transition their maps into a GIS technology. Providing the right software applications, training, consulting, and support services was the key to assisting them in that transition. In addition to consulting and training, our AM/FM/GIS service work includes map creation, maintenance, verification, and analytical studies. Recent solutions have involved cities, counties, local agencies, military base redevelopment/closures, and utilities throughout the western United States and California

AM/FM/GIS SERVICES

Geographic Information System and Computer Aided Design technologies can help public agencies and private firms make informed land and facility management decisions. GIS and CAD integrate land use, infrastructure, and utility data into geographically referenced databases, which can be updated rapidly and cost effectively to assist with informed decision making. CCS, Inc. provides comprehensive GIS and CAD services to clients with evolving geographic information needs. We develop systems and databases using GIS and CAD to fulfill our clients' mapping and data needs.

GIS Services include:

- Needs Analysis, Implementation, Planning and Pilot Project Studies
- Design and Implementation of GIS and computer-mapping systems
- Developing and hosting Web-based Mapping Applications
- Database Design and Implementation
- Spherical Mapping
- Standards development and implementation
- Geographic information creation using data capture methods of:
    - Vectorization of original paper maps
    - GPS data collection
    - Aerial photography
    - Translations from alternative data sources
- GPS enabled Panoramic Imagery capture
- Development of software applications, graphic menus, and script libraries

1620 N. Carpenter Road #C-28
PO Box 4779
Modesto, CA 95352
800-617-4447

Integration

CCS, Inc. has vast experience integrating existing graphical data formats such as Autodesk, Intergraph, MapInfo, and ESRI for mapping with databases such as Oracle, Sybase, MySQL, Postgré and a large number of legacy mainframe databases into coherent information supply portals. This in-depth knowledge allows CCS, Inc. to easily integrate any data into Enterprise sites. Not only integrating systems to web portals, but bringing legacy and once thought useless data back to life, we have a record of accomplishment of penetrating data silos and bringing that data back into the realm of usefulness. Data's worth is best measured by the number of people using it rather than the cost to acquire or maintain that data. True integration is the bringing together of information into a single accessible structure where it becomes economically usable.

Our firm creates access points to cost-effectively retrieve data from data silos, whether they are antiquated, at a remote location, or just in the next room and seam them into a systematic structured information environment. Integration doesn't end with database information, but includes GIS, mapping and GPS data as well as imagery, panoramas and video – all accessible through the same portal. This brings together all available information so that the best decisions can be made quickly and easily.

Integration:

- Database
- GIS
- Mapping
- GPS
- Scanned documents
- Video
- Panorama

Specific Integration and Project Experience

Our team of experts has helped our clients publish election results live to the web, create the base maps from which their subsequent GIS efforts are built, analyze traffic accident patterns as well as publishing engineering documents to the web. Our philosophy is that these systems should reduce the workload and not increase it, has lead many pilot projects on into an enterprise deployment months earlier and for less money then previously expected.

Alameda County had declared that the general election of 2002 would be a completely digital election. The entire system from voting machines to the publication of precinct

1620 N. Carpenter Road #C-28
PO Box 4779
Modesto, CA 95352
800-617-4447

results would be completely a digital process. CCS, Inc. was contracted to provide real-time precinct reporting results simultaneously to election officials internally and the public at-large via the Internet. We integrated a web-based GIS reporting mechanism to the Diebold election data (DB2 database) for the specific threshold and individual precinct reporting on the County precinct map. Trend inferences, trouble spotting, as well as having an informed public were the goals. This application called for the marrying of GIS to the new vote tabulation system - the first time this was to be accomplished. We worked with the voting system vendor, County Registrar, and IT staff to connect into the database in real-time, so that when results came in they were automatically reflected on the map. Our firm finished ahead of schedule and on budget. Members of our staff were on hand throughout election night as a contingency, but were not needed, since the application had no interruptions. The project was considered an outstanding success.

The County of Sierra had a problem common to all Counties in California, that of reduced resources and rapidly growing population. Sierra County had fewer staff than in previous years, with an increased need to maintain their Assessor Map Books combined with the need of a GIS to help offset the increased workload. Our firm created a seamless base map from individual drawing files of their Assessor book pages and integrated other data layers from relevant sources. This web-based GIS system helps County staff to do their jobs more efficiently and effectively. Our firm also serves as an adjunct member of their mapping staff by maintaining the seamless base map and map book pages on an as-needed basis.

The County of Yuba was completely paper-based in their Assessor Map Books and desired the advantages that being in a fully digital CAD environment would afford. They had over 1,100 map book pages that needed to be put into CAD format. Conversion is not the sole issue in a project such as this. Implementing standards that will keep the data in an organized format going on into the future is paramount. We created a set of standards that went along with the Assessors Guide book for the keeping of such maps that would predispose these maps for inclusion in a GIS at a future date.

The County of Stanislaus already had a seamless base map with many layers. Their challenge was to provide to the engineering community, inside the County and to the public in general, a way to access recorded documents at a low cost in terms of overhead and administration. The internal side would have tools to update information about and upload maps and documents, while the outside would be view and query only. CCS was contracted to create a web portal to allow access to parcel, private & public surveys, sub-division maps and bridge engineering documents. This document portal has been helpful to the engineering staff within the County, preventing numerous trips from the corporation yard to County building and visa versa, what formerly took hours to find and view now takes only moments. The same efficiencies are gained by the engineering and developer community at large. A side benefit that was not expected was the use of this

1620 N. Carpenter Road #C-28
PO Box 4779
Modesto, CA 95352
800-617-4447

portal by member cities within the County saving them the time to travel to the two data repositories and search for these documents. This portal is easily maintained and can accommodate additional document types as they become available.

Our firm successfully extracted data from a database that was said to be impossible to use as data source. On numerous occasions, we have taken over projects abandoned by other consultants as being impossible, only to succeed. The City of Merced Police had several consultants try to retrieve data from their traffic accident database contained on their mainframe, only to be frustrated with a lack of success. With only a few weeks left before the grant was to expire, our firm was contracted to retrieve this data and make it available via a MS SQL Server database. This link between the mainframe and SQL Server kept the databases in synchronization, so that the data was kept fresh. We later geocoded the legacy information to the County map with our custom-built geocoding engine to place the accidents on the face of the earth. Once geocoded, they were incorporated into the GIS for pattern and trend analysis.

As demonstrated above, and with other projects described below, CCS, Inc. can bring together information from many different disciplines, locations, formats, and systems to provide a method of turning raw data into information – all on time and on budget. This allows our clients to boldly and aggressively face problems with the confidence that the solutions will work as planned.

Software

CCS, Inc. has been at the forefront of software development from the very beginning, working with major manufacturers, third party add-on applications, and the development of our own software. CCS, Inc. has been part of the software specification teams, feature validation and test participants, and gun slinger / beta testers for well known software manufacturers such as Autodesk and ESRI. Our team has been intimately involved in the development of numerous new features and routines for such companies as Safe Software (FME), Earth Resource Mapping (ER Mapper) and TCI Corporation (MapTools). CCS, Inc. has also developed it own software, CaveoSys™, that makes web-based AM/FM/GIS implementations faster, Facility Information Center (FIC) a web-based Facilities Management application and Gravity System Path Tracer (GSPt) that traces gravity pipe systems upstream and down via a web browser. Becoming an independent software vendor (ISV) as well as a registered developer for several manufacturers has given our firm a depth of knowledge in creating applications for our clients that gets the job done for a reasonable cost.

1620 N. Carpenter Road #C-28
PO Box 4779
Modesto, CA 95352
800-617-4447

Advocacy

Another philosophy of our firm is to become the advocate of our clients to the software manufacturers. This has taken the form of getting bugs fixed in a timelier manner, the creation of specific builds that incorporate new or improved features ahead of normal delivery schedules and having the manufacturer come onsite to see client's problems first hand. All of these examples and more are some of the tasks we champion for our clients.

Training

CCS, Inc. provides a depth of training for its clients like no other. Members of our staff have over twenty years of industry experience and bring real world knowledge into the classroom. Merely teaching out of a book is not teaching at all. Bringing in the stories of why certain things are important and how they apply to the student's own situation is where true knowledge transfer takes place. Unless a person can relate to the material being covered, it will not take hold and translate into increased productivity or better decisions.

In addition to structured classroom training, CCS, Inc. also provides custom onsite training where we sit down and work side-by-side with clients, first to understand their situation and environment, then to provide information and feedback. We believe no single place is "generic," that every situation is unique and one size solutions do not work. There may be similarities between companies or agencies, but no two are exactly alike. We seek first to understand, then to instruct. Our staff will review workflow, data/drawing structures, and goals, and then work with the client to create a solution that meets the stated goals.

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **April 12, 2011**

Report Date: April 8, 2011

Subject: **Resolution Authorizing I-Bank Loan Application for Denniston Water Treatment Plant Improvements Project**

Recommendation:
Approve the attached resolution (Attachment A) Authorizing the Submission of the Application to the California Infrastructure and Economic Development Bank for Financing of Denniston Water Treatment Plant Improvements Project, Declaration of Official Intent to Reimburse Certain Expenditures from Proceeds of Obligation, and Approving Certain Other Matters in Connection Therewith.

Background:
With the $7 million Denniston Water Treatment Plant Improvements Project slated to begin construction in summer 2011, the District will need to seek loan financing for the project in the near future. The long-term financing plan considered during the last budget cycle anticipated this borrowing.

Since we could not finance a project of this size in the current bond market, our best financing option will be to obtain a loan from the California Infrastructure and Economic Development Bank (I-Bank). Terms of an I-Bank loan are attractive relative to the alternative of seeking a conventional bank loan. The interest rate would be about 4% over a term of 20 or 30 years.

With assistance from Kennedy/Jenks, staff submitted a pre-application for an I-Bank loan on January 25 (copy without appendices included as Attachment B). Based on subsequent discussion with I-Bank staff, we expect to receive an invitation to submit the full loan application.

The timing of the loan process is uncertain, and the District cannot delay construction of the project while awaiting the loan decision. The attached resolution, if approved, authorizes submission of the loan application and ensures that the District will be able to use loan proceeds to refund project design and construction costs that the District has paid before we receive the loan. I-Bank rules will allow us to refund hard (construction) costs occurring up to 60 days before passage of the resolution and soft (engineering) costs occurring at any time, with soft costs limited to 20% of the loan amount. The resolution does not commit the District to accepting the loan.

RESOLUTION NO. 2011-__

A RESOLUTION OF THE COASTSIDE COUNTY WATER DISTRICT AUTHORIZING THE SUBMISSION OF THE APPLICATION TO THE CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK FOR FINANCING OF DENNISTON WATER TREATMENT PLANT IMPROVEMENTS PROJECT, DECLARATION OF OFFICIAL INTENT TO REIMBURSE CERTAIN EXPENDITURES FROM PROCEEDS OF OBLIGATION, AND APPROVING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the California Infrastructure and Economic Development Bank ("I-Bank") administers a financing program to assist local governments with the financing of Public Development Facilities as described in Section 63000 *et seq.* of the California Government Code (the "Act"); and,

WHEREAS, the I-Bank has instituted an application process for financing under its Infrastructure State Revolving Fund Program ("ISRF Program"); and,

WHEREAS, the Coastside County Water District ("Applicant") desires to submit an application ("Financing Application") to the I- Bank from the ISRF Program for the financing of the Denniston Water Treatment Plant Improvements Project ("Project") in an amount not to exceed $6,800,000; and,

WHEREAS, the Act requires the Applicant to certify by resolution certain findings prior to a Project being selected for financing by the I-Bank; and,

WHEREAS, the Applicant expects to pay certain expenditures (the "Reimbursement Expenditures") in connection with the Project prior to incurring indebtedness for the purpose of financing costs associated with the Project on a long-term basis; and

WHEREAS, the Applicant reasonably expects that a financing arrangement ("Obligation") in an amount not expected to exceed $6,800,000 will be entered into and that certain of the proceeds of such Obligation will be used to reimburse the Reimbursement Expenditures; and

WHEREAS, the ISRF Program requires funding sources, other than the I-Bank financing, be identified and approved prior to Project financing approval by the I-Bank Board.

NOW, THEREFORE, the Coastside County Water District does resolve as follows:

Section 1. The Coastside County Water District hereby approves the filing of an ISRF Program Financing Application with the I-Bank for the Project; and in connection therewith certifies:

a. that the Project is consistent with the General Plan of the County of San Mateo;
b. the proposed financing is appropriate for the Project;
c. the Project facilitates effective and efficient use of existing and future public resources so as to promote both economic development and conservation of natural resources;
d. the Project develops and enhances public infrastructure in a manner that will attract, create, and sustain long-term employment opportunities; and
e. the Project is consistent with the I-Bank's Criteria, Priorities and Guidelines for the ISRF Program.

Section 2. The Applicant hereby declares its official intent to use proceeds of the Obligation to reimburse itself for Reimbursement Expenditures. This declaration is made solely for purposes of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the Applicant to make any expenditure, incur any indebtedness, or proceed with the Project.

Section 3. All of the Reimbursement Expenditures were made no earlier than 60 days prior to the date of this Declaration. The Applicant will allocate proceeds of the Obligation to pay Reimbursement Expenditures within eighteen (18) months of the later of the date the original expenditure is paid or the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid.

Section 4. That the Applicant has available and commits not to exceed $950,000 to the Project.

Section 5. David R. Dickson, General Manager, is hereby authorized and directed to act on behalf of the Coastside County Water District in all matters pertaining to this application.

Section 6. If the application is approved, the General Manager is authorized to enter into and sign the financing documents and any amendments thereto with the I-Bank for the purposes of this financing.

Section 7. This resolution shall become effective immediately upon adoption.

PASSED, APPROVED and ADOPTED this 12th day of April, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Robert C. Feldman, President
Board of Directors

_____
David R. Dickson, Secretary of the Board

STATE OF CALIFORNIA
COUNTY OF SAN MATEO
CITY OF HALF MOON BAY

I, David R. Dickson, General Manager of the Coastside County Water District do hereby certify that the foregoing Resolution No. 2011-__ was duly and regularly adopted at a regular meeting of the Coastside County Water District which was duly noticed in accordance with Government Code section 54954.2 and held on the12th day of April, 2011.

By:_____
David R. Dickson, General Manager
Secretary of the Board

CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK (I-Bank)
INFRASTRUCTURE STATE REVOLVING FUND (ISRF) PROGRAM

PRELIMINARY APPLICATION

This form is designed to expand to accommodate your project information. An electronic version of this form can be obtained from the I-Bank website at www.ibank.ca.gov. When completing the form, use the TAB key to advance from one section to the next.

For I-Bank Use Only:	*Assigned to:*

1. DATE SUBMITTED	2. DATE RECEIVED BY I-BANK	APPLICATION NUMBER
1/24/11		

APPLICANT INFORMATION

3. LEGAL NAME OF APPLICANT

Coastside County Water District (CCWD)

4. TYPE OF APPLICANT

- ☐ City
- ☐ County
- ☐ Joint Powers Authority
- ☐ Redevelopment Agency
- ☒ Special District
- ☐ Assessment District
- ☐ Mello-Roos Community Facilities District
- ☐ Other Public Agency (specify): _____

5. MAILING ADDRESS OF APPLICANT *(include County)*

(city/county/state/zip code)
766 Main Street,
Half Moon Bay,
San Mateo County,
CA 94019

6. CONTACT INFORMATION

Name:	David Dickson
Title:	General Manager
Address (if different):	
Telephone:	650-726-4405
Fax:	650-726-5245
E-mail:	DDickson@coastsidewater.org

GENERAL PROJECT INFORMATION

7. NAME OF PROJECT

Denniston Creek Water Treatment Plant (DCWTP) Improvements Project

8. LOCATION/ADDRESS OF PROJECT SITE *(Attach a site map.)*

Denniston Creek Water Treatment Plant, 150 Denniston Creek Road, El Granada 94018 (see attachment for Item 8)

9. CATEGORY OF INFRASTRUCTURE PROJECT *(Check all that apply.)*

(See Criteria, Priorities, and Guidelines Section 5. II. for the Project types included in each category.)

- ☐ City Street
- ☐ Drainage, Water Supply, and Flood Control
- ☐ Military Infrastructure
- ☐ Power or Communications Facility
- ☐ Sewage Collection and Treatment
- ☐ State Highway
- ☐ County Highway
- ☐ Educational Facility
- ☐ Parks & Recreational Facility
- ☐ Public Safety Facility
- ☐ Solid Waste Collection & Disposal
- ☒ Water Treatment and Distribution
- ☐ Defense Conversion
- ☐ Environmental Mitigation Measures
- ☐ Port Facility
- ☐ Public Transit

10. Describe the Project to be financed with I-Bank financing.

The District owns and operates the Denniston Creek Water Treatment Plant (DCWTP) which was constructed in 1972. The DCWTP was designed to treat up to 1,000 gallons per minute (gpm) and 250 million gallons (MG) per year of local surface water from the Denniston Creek watershed and local groundwater using a direct filtration treatment process. The District has had to limit the DCWTP treated water production to approximately 90.5 MG per year (based on a 5 year average between 2005 and 2009) due to a California Department of Public Health (CDPH) requirement that prohibits using the existing direct filtration treatment process to treat raw water when turbidity is greater than 20 NTU. During the winter months, when the local surface water supply often exceeds 20 NTU, the DCWTP is unable to produce treated water and the District must purchase water from the San Francisco Public Utilities Commission (SFPUC).

This project is being implemented to permit year round treatment of the local surface water supply thereby enabling the District to increase water system reliability and reduce long-term operating costs through the use of an existing water right. This project will add new pretreatment units that will reduce the raw water turbidity to meet the CDPH limitation as well as clarified water goals included in the California Cryptosporidium Action Plan (CAP) and CCR Section 64658 (b) (11). The added pre-treatment will also help reduce total organic carbon (TOC) precursors of regulated disinfected byproducts (DBPs).

This project also includes an upgrade of the washwater handling system to enable the District to return spent filter backwash water to the head of the water treatment process with a flow rate and turbidity that complies with the CAP recycle water goals and the Filter Backwash Recycling Rule requirements. The washwater system improvements will eliminate the type of off-site discharge of spent washwater that has caused problems complying with the District's NPDES permit in the past. The proposed improvements will also provide the District the ability to handle and dry sludge solids at the DCWTP site rather than transporting and drying them at the District's Nunes WTP.

In addition, this project includes improvements to the original (40 year old) chemical storage and feed systems, plant control system and raw water pumps. In 2008, the District removed the original chlorine gas system and installed a temporary sodium hypochlorite system. Converting the disinfection system to sodium hypochlorite made the system inherently safer and relieved the District from complying with the California Accidental Release Program administered by the San Mateo County Environmental Health Division. Part of the DCWTP improvement project will replace the District-designed temporary hypochlorite system with an engineered on-site hypochlorite generation system that complies with 2010 California Building and Fire Code requirements and the San Mateo County fire sprinkler ordinance. The upgrades to the existing DCWTP control system will permit remotely operating the water treatment processes, and shutting down the DCWTP if necessary, from the District's Nunes WTP. Replacement of the 40 year old raw water pumps will increase raw water supply reliability and help the District comply with the California Waterworks Standards.

The scope of the proposed improvements is based on two (2) 2005 Camp Dresser & McKee studies and a 2010 Kennedy/Jenks Consultants Preliminary Design Report. The project improvements include:

1. Installation of pre-treatment process consisting of contact clarifiers in pressure vessels.
2. Installation of two waste washwater clarifier-thickener units.
3. Installation of new sludge drying beds.
4. Removal of temporary sodium hypochlorite system and installation of new on-site hypochlorite generation equipment and appurtenances.
5. Installation of new hypochlorite metering pumps and associated controls.
6. Removal of existing and installation of a new caustic soda storage tank, pumps, and piping.
7. Removal of existing and installation of a new potassium permanganate storage tank, mixer, pumps, and piping.
8. Removal of existing and installation of a new polymer metering pump and piping.
9. Installation of a new polymer storage tank.
10. Removal of existing and installation of a new in-line flash mixer.
11. Removal of existing and installation of new alum metering pumps and piping.
12. Installation of a new ferric chloride storage tank, metering pump and piping.
13. Construction of secondary containment for all new chemical storage tanks.
14. Installation of upgrades to the treatment plant control system
15. Removal of one existing and installation of two new Denniston Creek Reservoir raw water pumps.
16. Miscellaneous structural, valve, piping, electrical, and control improvements

SPECIFIC PROJECT INFORMATION

11. REQUESTED FINANCING AMOUNT
$6,737,500

12. ESTIMATED TERM
30 Years

13. ESTIMATED APPLICATION DATE
2/2011

14. ESTIMATED PROJECT CONSTRUCTION TIMELINE

Start Date: 06/2011

Completion Date: 10/2012

15. TYPE OF FINANCING

☒ Tier 1

☐ Tier 2--*Only available for Projects located in, or adjacent to and directly affecting, a community experiencing economic distress, **AND** that do not meet current Tier 1 underwriting criteria.*

16. ESTIMATED PROJECT COSTS[1]
(If more than one infrastructure project category is identified in Section 9, attach an itemization of the costs for each category selected.)

Cost Category	Amount
a. Design	$849,618
b. Land	$0
c. Construction	$2,090,400
d. Equipment	$3,925,200
e. Other (specify): Construction Management, Admin and Legal	$721,900
f. Other (specify):	$0
g. IBank Fee (0.85% of IBank loan amount)	$57,269
h. TOTAL	$7,644,387

[1] Attach itemization of costs that have been expensed on a separate sheet.

17. ESTIMATED PROJECT FUNDING SOURCES/AMOUNTS

Source	Amount
a. I-Bank	$6,737,500
b. Applicant	$906,887
c. City/County	$0
d. Other State Sources	$0
e. Federal	$0
f. Other (specify): _____	$0
g. Other (specify): _____	$0
h. TOTAL[2]	$7,644,387

[2] TOTALs in Sections 16 and 17 must be equal.

(Identify all non-IBank funding sources.)

18. STATUS OF OTHER PROJECT FUNDING SOURCES
(Specify name of each proposed funding source and current status.)

Name of Funding Source	Status of Funding: Applied For		Status of Funding: Approved	
a. CDPH SDWSRF Pre-Application	☒ YES	☐ NO	☐ YES	☒ NO
b. _____	☐ YES	☐ NO	☐ YES	☐ NO
c. _____	☐ YES	☐ NO	☐ YES	☐ NO
d. _____	☐ YES	☐ NO	☐ YES	☐ NO
e. _____	☐ YES	☐ NO	☐ YES	☐ NO

19. STATUS OF PROJECT PLANNING

	Completed	
Technical Feasibility Study	☒ YES	☐ NO
Preliminary Design	☒ YES	☐ NO
Cost Analysis	☒ YES	☐ NO
Final Design	☐ YES	☒ NO
Construction Bids Submitted	☐ YES	☒ NO

20. ENVIRONMENTAL IMPACT

Expected/Determined Level of Required Environmental Clearance:
- ☒ Notice of Exemption
- ☐ Negative Declaration
- ☐ Environmental Impact Report (EIR)
- ☐ Unknown

Status of CEQA Compliance:
- ☐ Not Started, Expected Completion Date: _____
- ☐ In Progress, Expected Completion Date: _____
- ☐ Adopted/Approved by Local Governing Board

SOURCE OF REPAYMENT AND NEED FOR FINANCING

21. SOURCE OF REPAYMENT FOR I-BANK FINANCING

☒ Water Enterprise Fund

☐ Sewer Enterprise Fund

☐ General Fund Lease—Specify the asset being leased: _____

☐ Redevelopment Agency Tax Increment

☐ Assessment District/Mello-Roos Tax

Applicants proposing a repayment source other than those identified above must contact Diane Cummings, ISRF Program Manager, at (916) 324-4805 prior to submitting a Preliminary Application.

22. Provide one (1) complete copy of the most current audited financial statement reflecting the repayment source identified in Section 21.

(Attach to the Preliminary Application.) – See attachment for Item 22 which includes CCWD's Basic Financial Statements and Supplementary Schedules dated June 30, 2010

23. Describe how the Applicant meets the "Need for I-Bank Financing" as discussed in Section 6.I. of the *Criteria, Priorities, and Guidelines*.

☐ Financing amount is $2 million or less

☐ Jurisdiction scores maximum points in Unemployment Rate, Median Family Income and/or Poverty Rate (for more information: see ISRF Criteria, Priorities, and Guidelines Scoring Criteria - Section 7.II)

☒ Repayment stream is unrated

☐ Other, explain:

24. Does the Applicant have any outstanding debt secured by the repayment source identified in Section 21? ☒ YES ☐ NO

(If yes, provide one (1) complete copy of all outstanding debt instruments including financing agreements, lease agreements, and official statements.) – See attachments for Item 24 including 1998 ABAG Revenue Bond and 2006 CSCDA Bond

PUBLIC BENEFIT AND ECONOMIC DEVELOPMENT INFORMATION

25. What are the public benefits of the project?

This project will provide CCWD with the capability to utilize the DCWTP as a year round drinking water supply, increasing water supply redundancy while reducing the operational costs of purchasing water from alternative sources for the benefit of CCWD's customers. The proposed improvements to the DCWTP will meet current and foreseeable future drinking water, safety and environmental regulations to allow for continued operation of a reliable and safe public water system. A reliable water system is necessary to attract, create and sustain long-term employment opportunities in the community and to enhance the quality of life for area residents.

What are the projected *economic* development benefits of the proposed project?

The proposed improvements will make more of the locally available water useable to CCWD's existing customers by restoring the DCWTP capacity to its original capacity. Therefore, CCWD will reduce their customer's dependence on importing water from outside the service area, which will reduce future treated water costs to the community.

Is the project a part of a community revitalization or an economic development plan or strategy?
☐ **YES** ☒ **NO,** ***If "Yes", please explain and provide a copy of the supporting plan or strategy.***

How will the project promote the conservation of natural resources?

This project promotes conservation of natural resources in several ways:

- Improving the water quality of the creek downstream of the water treatment plant by eliminating the discharge of spent washwater to Denniston Creek. The proposed improvements will produce recycled water that complies with the California Cryptosporidium Action Plan (CAP) and allow recycling the reclaimed water to the head of the DCWTP in compliance with the Federal Filter Backwash Recycle Rule (FBRR).

- Eliminate the need to transport solids from the DCWTP to the District's Nuñes Water Treatment Plant through construction of new sludge drying beds, thereby reducing fuel consumption and air contaminates.

- Reduce electricity usage by reducing the need to pump water from the San Francisco Public Utilities Commission Water System and also by converting pumps from constant speed to Variable Frequency Drives.

PRIVATE ACTIVITY AND TAX ISSUES

26. Will any entity, other than the Applicant or another governmental entity, use or directly benefit from any portion of the Project other than as a member of the general public?
(If yes, explain.)
(For this purpose, "use" includes owning, leasing, managing, operating, acquiring the output of, obtaining a priority right or other special arrangement with respect to, or otherwise deriving a direct economic benefit from the Project. Priority rights or special rates and charges anticipated for a particular user or group of users should also be explained.)

No

OTHER INFORMATION

27. Will the proposed Project facilitate the relocation of a private sector business from one area of the State to another?
(If yes, explain.)

No

28. If the Applicant has retained a financial advisor or consultant for the Project, provide the following contact information.

Name:	Tracie Mueller	Name:	Craig Thompson
Title:	Project Engineer – Funding Coordination	Title:	Project Manager
Company:	Kennedy/Jenks Consultants	Company:	Kennedy/Jenks Consultants
Address:	10850 Gold Center Drive, Suite 350 Rancho Cordova, CA 95670	Address:	303 Second Street, Suite 300 South San Francisco, California 94107
Telephone:	916-858-2700	Telephone:	415-243-2150
Fax:	916-858-2754	Fax:	415-896-0999
E-mail:	traciemueller@kennedyjenks.com	E-mail:	craigthompson@kennedyjenks.com

29. How did you hear about the I-Bank and the ISRF Program?

Kennedy/Jenks Consultants

APPLICANT ACKNOWLEDGEMENT AND SIGNATURE

I acknowledge that I have received and reviewed the I-Bank's *Criteria, Priorities and Guidelines for the Infrastructure State Revolving Fund Program*. I anticipate that the Project identified in this Preliminary Application will comply with all program requirements.

I hereby certify that I am an authorized representative of the Applicant, and that I have been authorized by the Applicant to execute this Preliminary Application for I-Bank financing.

AUTHORIZED SIGNATURE	PRINT NAME AND TITLE	DATE
	David R. Dickson, General Manager	1/24/11

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **April 12, 2011**

Report Date: April 8, 2011

Subject: **FY 2010-2011 Third Quarter Financial Review**

Recommendation:
Information only.

Background:
As the attached third quarter summary shows, District year-to-date net revenues (contribution to CIP and reserves) remain significantly better than budget, primarily due to $428,000 in revenue from sale of non-priority connections and an ERAF refund received in Q3 that was $155,000 better than budget.

Highlights:

Revenue

- Water sales revenue was $339,000 (7%) under budget for the year to date, but sales for January, February, and March were close to budget.
- Non-operating revenue was $638,000 better than budgeted, primarily due to $428,000 received from the sale of connections to well owners and a $255,000 ERAF refund.
- Overall revenue was $308,969 (6%) better than budget.

Operating Expenses

- Total operating expenses were $416,000 (9.5%) better than budget.
- SFPUC water purchase cost was $110,000 less than budgeted due to lower demand and high production from the Pilarcitos wells.
- Crystal Springs Pump Station costs were $147,000 (60%) less than budget as a result of low water demand and our ability to continue using the Pilarcitos source.
- Nunes Treatment Plant Operations were over budget by $27,000 (57%) due to low production from Denniston and higher chemical costs.

Net income, or contribution to CIP and reserves, was $921,000, about $722,000 better than plan.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
Quarter Ended - March 31, 2011

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	4,374,900	4,713,765	(338,865)	-7.2%
TOTAL OPERATING REVENUE		**4,374,900**	**4,713,765**	**(338,865)**	**-7.2%**
NON-OPERATING REVENUE					
1-0-4170-00	Water Taken From Hydrants	14,058	18,750	(4,692)	-25.0%
1-0-4180-00	Late Notice -10% Penalty	41,142	37,500	3,642	9.7%
1-0-4230-00	Service Connections	6,536	6,000	536	8.9%
1-0-4920-00	Interest Earned	5,413	19,814	(14,401)	-72.7%
1-0-4930-00	Tax Apportionments/Cnty Checks	388,267	347,000	41,267	11.9%
1-0-4950-00	Miscellaneous Income	63,735	27,750	35,985	129.7%
1-0-4955-00	Cell Site Lease Income	85,147	83,147	2,000	2.4%
1-0-4965-00	ERAF REFUND -County Taxes	255,348	100,000	155,348	0.0%
1-0-4235-00	CSP Connection T&S Fees	428,148	0	428,148	
TOTAL NON-OPERATING REVENUE		**1,287,794**	**639,960**	**647,834**	**101.2%**
TOTAL REVENUES		**5,662,694**	**5,353,725**	**308,969**	**5.8%**
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	1,203,212	1,312,855	109,643	8.4%
1-1-5230-00	Pump Exp, Nunes T P	16,175	14,251	(1,924)	-13.5%
1-1-5231-00	Pump Exp, CSP Pump Station	96,440	243,086	146,646	60.3%
1-1-5232-00	Pump Exp, Trans. & Dist.	8,120	12,501	4,381	35.0%
1-1-5233-00	Pump Exp, Pilarcitos Can.	15,552	9,836	(5,716)	-58.1%
1-1-5234-00	Pump Exp. Denniston Proj.	17,123	35,176	18,053	51.3%
1-1-5235-00	Denniston T.P. Operations	7,029	16,870	9,841	58.3%
1-1-5236-00	Denniston T.P. Maintenance	24,272	28,499	4,227	14.8%
1-1-5240-00	Nunes T P Operations	73,163	46,625	(26,538)	-56.9%
1-1-5241-00	Nunes T P Maintenance	30,549	29,000	(1,549)	-5.3%
1-1-5242-00	CSP Pump Station Operations	5,576	6,376	800	12.5%
1-1-5243-00	CSP Pump Station Maintenance	46,683	40,126	(6,557)	-16.3%
1-1-5250-00	Laboratory Services	27,271	45,000	17,729	39.4%
1-1-5318-00	Studies/Surveys/Consulting	19,962	16,500	(3,462)	-21.0%
1-1-5321-00	Water Conservation	42,616	69,375	26,759	38.6%
1-1-5322-00	Community Outreach	9,956	19,650	9,694	49.3%
1-1-5411-00	Salaries & Wages -Field	681,184	679,818	(1,366)	-0.2%
1-1-5412-00	Maintenance -General	118,690	144,378	25,688	17.8%
1-1-5414-00	Motor Vehicle Expense	35,504	33,372	(2,132)	-6.4%
1-1-5415-00	Maintenance -Well Fields	0	4,500	4,500	100.0%
1-1-5610-00	Salaries/Wages-Administration	450,968	467,961	16,993	3.6%
1-1-5620-00	Office Supplies & Expense	91,015	89,156	(1,859)	-2.1%
1-1-5621-00	Computer Services	42,248	35,812	(6,436)	-18.0%
1-1-5625-00	Meetings / Training / Seminars	13,315	15,000	1,685	11.2%
1-1-5630-00	Insurance	412,184	415,418	3,233	0.8%
1-1-5640-00	Employees Retirement Plan	287,895	319,923	32,027	10.0%
1-1-5645-00	SIP 401K Plan	0	22,500	22,500	100.0%
1-1-5681-00	Legal	39,098	42,750	3,653	8.5%
1-1-5682-00	Engineering	4,034	10,500	6,466	61.6%
1-1-5683-00	Financial Services	15,531	23,250	7,719	33.2%
1-1-5684-00	Payroll Tax Expense	79,853	81,810	1,957	2.4%
1-1-5687-00	Membership, Dues, Subscript.	37,501	37,863	362	1.0%
1-1-5688-00	Election Expenses	0	0	0	0.0%
1-1-5689-00	Labor Relations	2,040	9,000	6,960	77.3%
1-1-5700-00	San Mateo County Fees	10,805	10,800	(5)	-0.1%
1-1-5705-00	State Fees	18,078	10,500	(7,578)	-72.2%
TOTAL OPERATING EXPENSES		**3,983,643**	**4,400,037**	**416,394**	**9.5%**
CAPITAL ACCOUNTS					
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	269,845	269,845	0	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	488,282	484,966	(3,316)	-0.7%
TOTAL CAPITAL ACCOUNTS		**758,127**	**754,811**	**3,316**	**0.4%**
TOTAL EXPENSES		**4,741,770**	**5,154,848**	**413,078**	**8.0%**
CONTRIBUTION TO CIP AND RESERVES		**920,924**	**198,877**	**722,047**	**363.1%**

Revised: 4/8/2011 9:44 AM

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **April 12, 2011**

Report Date: April 8, 2011

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

Recommendation:
No Board action required at this time.

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

Budget

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

CIP

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

Consistent with last year's approach, staff recommends that the Board focus on the budget and the District's long-term financing plan in detail at a public workshop to be scheduled later in April.

Fiscal Impact:
None.

Operations & Maintenance Budget - FY 2011/2012

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

Notes:

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

* Assumes 15% rate increase

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	4120	Description: Water Sales	
Actual Amount As Of:	31-Jan	2011	3,572,467
PROJECTED ACTIVITY to END of FY:			2,276,473
Projected YEAR END TOTAL:			5,848,940
PROPOSED Line Item Amount:			**$6,726,300** *
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			**6,182,885**
% Change Actual Year End compared to Proposed Line item amount.			15.0%
% Change to Previous Year Budget			8.8%
Dollar difference between proposed budget & current budget			543,415

NARRATIVE: See Worksheet 4120 A for calculations

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

Spread:

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

Fiscal Year 2011/2012 Water Sales Projections

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

Average Residential Charge per Unit **$4.60**

Commercial Charge per Unit **$6.10**

$ -

FACTORS TO BE CONSIDERED

1. Superintendent projects a 7.5 MG purchase from Skylawn for next fiscal year
2. Anticipation of approximately 35 new connections next year.
3. April - June - Predicted Base on following:
   Actual Sales / Predicted Sales (Jul - Feb)
   Residential = 0.91
   Other = 1.242
   Budgeted Values for Residential & Other
   Above multiplied by factor to get predicted water sales.

Res Units	FY 10/11	0.0% FY 11/12
1-8	$4.48	
9 -25	$4.94	
26 - 40	$6.42	
41 +	$7.93	
Comm	$6.10	

Base Charge	FY 10/11	0.0% FY 11/12
5/8"	$27.43	
5/8"/ 2 dwelling units	$60.33	
3/4"	$41.23	
3/4"/ 2 dwelling units	$82.51	
1"	$68.72	
1.5"	$132.71	
2.0"	$219.95	
3"	$481.16	
4"	$1,649.90	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4170		Description: Hydrant Sales	
Actual Amount As Of:	31-Jan	2011		12,183
PROJECTED ACTIVITY to END of FY:				7,500
Projected YEAR END TOTAL:				19,683
PROPOSED Line Item Amount:				**25,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				25,000
% Change Actual Year End compared to Proposed Line item amount.				27.0%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4180		Description: Late Penalty	
Actual Amount As Of:	31-Jan	2011		33,584
PROJECTED ACTIVITY to END of FY:				20,000
Projected YEAR END TOTAL:				53,584
PROPOSED Line Item Amount:				**50,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				50,000
% Change Actual Year End compared to Proposed Line item amount.				(6.7%)
% Change to Previous Year Budget				100.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4230		Description:	Service Connections
Actual Amount As Of:	31-Jan	2011		5,006
PROJECTED ACTIVITY to END of FY:				2,500
Projected YEAR END TOTAL:				7,506
PROPOSED Line Item Amount:				**8,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				8,000
% Change Actual Year End compared to Proposed Line item amount.				6.6%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

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

Labor		$8,000
	TOTAL	**$8,000**

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4920		Description:	Interest Earned
Actual Amount As Of:	31-Jan	2011		5,413
PROJECTED ACTIVITY to END of FY:				2,500
Projected YEAR END TOTAL:				7,913
PROPOSED Line Item Amount:			**$**	**7,423**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				26,418
% Change Actual Year End compared to Proposed Line item amount.				(6.2%)
% Change to Previous Year Budget				(71.9%)
Dollar difference between proposed budget & current budget				-18,995

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4930		Description:	Property Taxes
Actual Amount As Of:	31-Jan	2011		364,843
PROJECTED ACTIVITY to END of FY:				275,000
Projected YEAR END TOTAL:				639,843
PROPOSED Line Item Amount:				**600,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				600,000
% Change Actual Year End compared to Proposed Line item amount.				(6.2%)
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

Projected CCWD portion of unsecured/secured Property Tax	$600,000
TOTAL	$600,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4950		Description: Miscellaneous	
Actual Amount As Of:	31-Jan	2011		44,677
PROJECTED ACTIVITY to END of FY:				10,000
Projected YEAR END TOTAL:				54,677
PROPOSED Line Item Amount:				**37,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				37,000
% Change Actual Year End compared to Proposed Line item amount.				(32.3%)
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc…)
Skylawn Memorial Park reimburses the District for pumping when the District is not operating the Crystal Springs Pump Station for benefit of the District.

	FY 10/11	**FY 11/12**
Skylawn	25,000	25,000
Miscellaneous	12,000	12,000
	37,000	37,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	4955	Description:	Cell Site Lease Income
Actual Amount As Of:	31-Jan	2011	66,136
PROJECTED ACTIVITY to END of FY:			45,000
Projected YEAR END TOTAL:			111,136
PROPOSED Line Item Amount:			**113,892**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			111,312
% Change Actual Year End compared to Proposed Line item amount.			2.5%
% Change to Previous Year Budget			2.3%
Dollar difference between proposed budget & current budget			2,580

NARRATIVE:
Revenue from Cell Site Leasing

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	4965		Description: ERAF Refund	
Actual Amount As Of:	31-Jan	2011		0
PROJECTED ACTIVITY to END of FY:				250,000
Projected YEAR END TOTAL:				250,000
PROPOSED Line Item Amount:				**100,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				100,000
% Change Actual Year End compared to Proposed Line item amount.				(60.0%)
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5130		Description:	Water Purchased
Actual Amount As Of:	31-Jan	2011		1,032,745
PROJECTED ACTIVITY to END of FY:				483,900
Projected YEAR END TOTAL:				1,516,645
PROPOSED Line Item Amount:				**2,290,334**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				1,671,874
% Change Actual Year End compared to Proposed Line item amount.				51.0%
% Change to Previous Year Budget				37.0%
Dollar difference between proposed budget & current budget				618,460

NARRATIVE:
See worksheet 5130 A

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2011/2012

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		**SFWD COST**
							Pilarcitos		CSP				FY 10/11	FY 11/12	**2.68 hcf**
	FY 10/11 hcf	FY 11/12 hcf	FY 10/11 hcf	FY 11/12 hcf	FY 10/11 hcf	FY 11/12 hcf	FY 10/11 hcf	FY 11/12 hcf	FY 10/11 hcf	FY 11/12 hcf	FY 10/11	FY 11/12	Actual hcf	Plan	**Plan**
Jul-10	2,767	0	1,390	0	0	0	76,939	81,096	20,213	20,213	97,152	101,309	101,309	101,309	**$271,508**
Aug-10	4,051	0	1,070	0	0	0	55,345	60,466	24,291	24,291	79,636	84,757	84,757	84,757	**$227,149**
Sep-10	4,853	0	1,818	0	0	0	29,639	36,310	46,310	46,310	75,949	82,620	82,620	82,620	**$221,422**
Oct-10	0	0	0	0	0	0	50,976	50,976	31,671	31,671	82,647	82,647	82,647	82,647	**$221,494**
Nov-10	0	0	0	0	10,802	13,000	55,321	53,123	0	0	55,321	53,123	66,123	66,123	**$142,370**
Dec-10	0	0	0	0	10,281	13,000	47,407	44,688	0	0	47,407	44,688	57,688	57,688	**$119,764**
Jan-11	0	0	0	0	12,955	14,000	42,100	41,055	0	0	42,100	41,055	55,055	55,055	**$110,027**
Feb-11	***0***	***0***	***0***	***0***	***14,397***	***15,000***	***41,432***	***40,829***	***0***	***0***	***41,432***	40,829	55,829	55,829	**$109,422**
Mar-11	***0***	***0***	***0***	***0***	***15,576***	***15,000***	***50,382***	***50,958***	***0***	***0***	***50,382***	50,958	65,958	65,958	**$136,567**
Apr-11	***0***	***0***	***0***	***0***	***0***	***0***	***70,000***	***70,000***	***0***	***0***	***70,000***	70,000	**70,000**	70,000	**$187,600**
May-11	***18,000***	***0***	***3,249***	***0***	***0***	***0***	***65,000***	***86,249***	***0***	***0***	***65,000***	86,249	**86,249**	86,249	**$231,147**
Jun-11	***0***	***0***	***0***	***0***	***0***	***0***	***66,000***	***66,000***	***20,000***	***20,000***	***86,000***	86,000	**86,000**	86,000	**$230,480**
hcf Totals	29,671	0	7,527	0	64,011	70,000	650,541	681,750	142,485	142,485	793,026	824,235	894,235	894,235	**$2,208,950**
MG Totals	22.19	0.00	5.63	0.00	47.88	52.36	486.60	509.95	106.58	106.58	593.18	616.53	668.89	668.89	
														Base Charge	**$81,384**
														Grand Total	**$2,290,334**

Note: Bold numbers in actual columns are estimates

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5230		Description:	Electrical Exp. Nunes WTP
Actual Amount As Of:	31-Jan	2011		11,890
PROJECTED ACTIVITY to END of FY:				11,999
Projected YEAR END TOTAL:				23,889
PROPOSED Line Item Amount:				**25,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				19,000
% Change Actual Year End compared to Proposed Line item amount.				4.7%
% Change to Previous Year Budget				31.6%
Dollar difference between proposed budget & current budget				6,000

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

FY 11/12

PG&E $25,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5231	Description:	Electrical Expenses, CSP	
Actual Amount As Of:	31-Jan	2011		94,882
PROJECTED ACTIVITY to END of FY:				7,275
Projected YEAR END TOTAL:				102,157
PROPOSED Line Item Amount:				**127,434**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				243,836
% Change Actual Year End compared to Proposed Line item amount.				24.7%
% Change to Previous Year Budget				(47.7%)
Dollar difference between proposed budget & current budget				-116,402

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5232	Description:	Electrical Expenses/Trans. & Dist.	
Actual Amount As Of:	31-Jan	2011		6,624
PROJECTED ACTIVITY to END of FY:				5,299
Projected YEAR END TOTAL:				11,923
PROPOSED Line Item Amount:				**14,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				15,000
% Change Actual Year End compared to Proposed Line item amount.				17.4%
% Change to Previous Year Budget				(6.7%)
Dollar difference between proposed budget & current budget				-1,000

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5233	Description:	Elec Exp/Pilarcitos Cyn
Actual Amount As Of:	31-Jan	2011	6,326
PROJECTED ACTIVITY to END of FY:			8,191
Projected YEAR END TOTAL:			14,517
PROPOSED Line Item Amount:			**16,162**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			10,016
% Change Actual Year End compared to Proposed Line item amount.			11.3%
% Change to Previous Year Budget			61.4%
Dollar difference between proposed budget & current budget			6,146

NARRATIVE:

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5234	Description:	Electrical Exp., Denn
Actual Amount As Of:	31-Jan	2011	16,629
PROJECTED ACTIVITY to END of FY:			14,367
Projected YEAR END TOTAL:			30,996
PROPOSED Line Item Amount:			**5,940**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			53,176
% Change Actual Year End compared to Proposed Line item amount.			(80.8%)
% Change to Previous Year Budget			(88.8%)
Dollar difference between proposed budget & current budget			-47,236

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5235		Description: Denn. WTP Oper.	
Actual Amount As Of:	31-Jan	2011		6,383
PROJECTED ACTIVITY to END of FY:				5,909
Projected YEAR END TOTAL:				12,292
PROPOSED Line Item Amount:				**3,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				25,600
% Change Actual Year End compared to Proposed Line item amount.				(75.6%)
% Change to Previous Year Budget				(88.3%)
Dollar difference between proposed budget & current budget				-22,600

NARRATIVE:

ADMIN		**CHEMICALS**	
Telephone/DSL	$1,000		
Alarm System	$2,000	Chemicals	$0
	$3,000		

TOTAL $3,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

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

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

Approved Line Item Amount:

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

NARRATIVE:
Little or no activity during construction of Dennistion Treatment Plant Upgrade

	FY 11/12
Telemetry	$3,000
Misc. Plumbing & Parts	$2,000
TOTAL	**$5,000**

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5240	Description:	Nunes WTP Oper
Actual Amount As Of:	31-Jan	2011	54,024
PROJECTED ACTIVITY to END of FY:			26,282
Projected YEAR END TOTAL:			80,306
PROPOSED Line Item Amount:			**70,908**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			64,820
% Change Actual Year End compared to Proposed Line item amount.			(11.7%)
% Change to Previous Year Budget			9.4%
Dollar difference between proposed budget & current budget			6,088

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

Telephone/DSL	$2,120
Alarm System	$1,000
Sub total	$3,120

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5241		Description: Nunes WTP Maint	
Actual Amount As Of:	31-Jan	2011		19,564
PROJECTED ACTIVITY to END of FY:				17,493
Projected YEAR END TOTAL:				37,057
PROPOSED Line Item Amount:				**38,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				38,000
% Change Actual Year End compared to Proposed Line item amount.				2.5%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:
No change in maintenance costs expected.

	FY 11/12
Generator Service Contract	$1,000
Sludge Removal	$6,000
Electrical	$6,000
Instrumentation/Controls	$7,000
Motor & Pump Replacement	$7,000
Filter Inspection	$4,000
Annual Electrical PM	$5,000
Misc.	$2,000
	$38,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5242		Description:	CSP - Operation
Actual Amount As Of:	31-Jan	2011		4,219
PROJECTED ACTIVITY to END of FY:				3,421
Projected YEAR END TOTAL:				7,640
PROPOSED Line Item Amount:				**8,500**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				8,500
% Change Actual Year End compared to Proposed Line item amount.				11.3%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5243	Description:	CSP - Maintenance
Actual Amount As Of:	31-Jan	2011	40,654
PROJECTED ACTIVITY to END of FY:			10,304
Projected YEAR END TOTAL:			50,958
PROPOSED Line Item Amount:			**50,000**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			53,500
% Change Actual Year End compared to Proposed Line item amount.			(1.9%)
% Change to Previous Year Budget			(6.5%)
Dollar difference between proposed budget & current budget			-3,500

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

	FY 11/12
Electrical Testing (ETI)	$5,000
Electrical Repair	$7,000
Equipment /Valve Maintenance	$12,000
Pressure Reducing Valves	$1,000
Misc. Equip/Air Vent	$1,000
Telemetry & Alarms	$4,000
Pump Maintenance	$10,000
Confined Space Team	$10,000
	$50,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5250	Description:	Laboratory Expenses
Actual Amount As Of:	31-Jan	2011	15,427
PROJECTED ACTIVITY to END of FY:			16,021
Projected YEAR END TOTAL:			31,448
PROPOSED Line Item Amount:			**35,000**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			60,000
% Change Actual Year End compared to Proposed Line item amount.			11.3%
% Change to Previous Year Budget			(41.7%)
Dollar difference between proposed budget & current budget			-25,000

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

	FY 11/12
Nunes WTP	$20,000
Denniston WTP	$15,000
	$35,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5318		Description:	Studies/Surveys/Consulting
Actual Amount As Of:	31-Jan	2011		19,171
PROJECTED ACTIVITY to END of FY:				5,000
Projected YEAR END TOTAL:				24,171
PROPOSED Line Item Amount:				**$45,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				22,000
% Change Actual Year End compared to Proposed Line item amount				86.2%
% Change to Previous Year Budget				104.5%
Dollar difference between proposed budget & current budget				23,000

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5321		Description: Water Conservation	
Actual Amount As Of:	31-Jan	2011		40,515
PROJECTED ACTIVITY to END of FY:				48,000
Projected YEAR END TOTAL:				88,515
PROPOSED Line Item Amount:				**62,350**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				92,500
% Change Actual Year End compared to Proposed Line item amount.				(29.6%)
% Change to Previous Year Budget				(32.6%)
Dollar difference between proposed budget & current budget				-30,150

NARRATIVE:

Increase funding due to:

1. Funding included for new lawn replacement program.

Legend:

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

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

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5322		Description:	Community Outreach
Actual Amount As Of:	31-Jan	2011		5,900
PROJECTED ACTIVITY to END of FY:				17,000
Projected YEAR END TOTAL:				22,900
PROPOSED Line Item Amount:				**26,200**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				26,200
% Change Actual Year End compared to Proposed Line item amount.				14.4%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

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

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

Spread: TOTAL **26,200**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5411		Description: Salaries - Field	
Actual Amount As Of:	31-Jan	2011		544,144
PROJECTED ACTIVITY to END of FY:				400,000
Projected YEAR END TOTAL:				944,144
PROPOSED Line Item Amount:				**965,831**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				930,278
% Change Actual Year End compared to Proposed Line item amount.				2.3%
% Change to Previous Year Budget				3.8%
Dollar difference between proposed budget & current budget				35,553

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

Spread:

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

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

SALARIES - Accounts 5411 & 5610

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5412		Description: Maintenance Expenses	
Actual Amount As Of:	31-Jan	2011		85,805
PROJECTED ACTIVITY to END of FY:				107,758
Projected YEAR END TOTAL:				193,563
PROPOSED Line Item Amount:				**192,500**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				192,500
% Change Actual Year End compared to Proposed Line item amount.				(0.5%)
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

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

TOTAL **$192,500**

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5414		Description: Motor Vehicle Exp.	
Actual Amount As Of:	31-Jan	2011		30,043
PROJECTED ACTIVITY to END of FY:				14,457
Projected YEAR END TOTAL:				44,500
PROPOSED Line Item Amount:				**44,500**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				44,500
% Change Actual Year End compared to Proposed Line item amount.				(0.0%)
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

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

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5415		Description: Maintenance, Wells	
Actual Amount As Of:	31-Jan	2011		0
PROJECTED ACTIVITY to END of FY:				4,000
Projected YEAR END TOTAL:				4,000
PROPOSED Line Item Amount:				**6,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				6,000
% Change Actual Year End compared to Proposed Line item amount.				50.0%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

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

	FY 11/12
Electrical PM	$1,200
Pumps	$3,000
Electrical	$1,600
Plumbing	$200
	$6,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5610		Description: Salaries, Admin.	
Actual Amount As Of:	31-Jan	2011		356,994
PROJECTED ACTIVITY to END of FY:				265,000
Projected YEAR END TOTAL:				621,994
PROPOSED Line Item Amount:				**650,794**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				640,368
% Change Actual Year End compared to Proposed Line item amount.				4.6%
% Change to Previous Year Budget				1.6%
Dollar difference between proposed budget & current budget				10,426

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

Spread:

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

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5620		Description: Office Expenses	
Actual Amount As Of:	31-Jan	2011		71,820
PROJECTED ACTIVITY to END of FY:				50,000
Projected YEAR END TOTAL:				121,820
PROPOSED Line Item Amount:				**119,375**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				118,875
% Change Actual Year End compared to Proposed Line item amount.				(2.0%)
% Change to Previous Year Budget				0.4%
Dollar difference between proposed budget & current budget				500

NARRATIVE:

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

Spread:

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

Account 5620 - Detail of Account

Account Name	Description		Amount
Postage	Mail Machine	$	2,000
	Bulk Mailing	$	5,000
	Pre-Stamped Envelopes	$	3,000
Phone Services	Monthly Service & Repairs	$	4,000
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	$	4,000
Printing	Checks, Forms, Statements	$	1,500
CSG Systems, Inc.	Fulfillment Center for Billing Stmnts	$	20,000
	NetBill (Online Payments)	$	6,500
Emergency	Supplies	$	1,000
	AED Certification	$	125
Miscellaneous	Office Supplies	$	5,500
	Credit Card / Bank Fees	$	7,000
	Pre-Employment Physicals	$	250
	Employee Recognition Program	$	2,000
	Petty Cash	$	2,500
	Director recognition/framing	$	300
	ORCC LockBox Services	$	600
	Allowance for Bad Debt	$	5,000
Maintenance	Office Equipment/Repairs	$	1,500
	Office Maintenance/Repairs	$	5,000
Payroll	Payroll Processing with ADP	$	8,500
	TOTAL	$	119,375

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5621		Description:	Computer Services
Actual Amount As Of:	31-Jan	2011		27,816
PROJECTED ACTIVITY to END of FY:				30,000
Projected YEAR END TOTAL:				57,816
PROPOSED Line Item Amount:				**67,650**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				62,650
% Change Actual Year End compared to Proposed Line item amount.				17.0%
% Change to previous year budget:				8.0%
Dollar difference between proposed budget & current budget				5,000

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

Maintenance Agreements	
Springbrook	$12,000
Radix	$3,000
ICS	$15,000
Hansen	$2,500
Badger	$1,500
XC2 Software	$800
Check Scanner	$1,500
GIS License	$5,000
Subtotal	$41,300

Computer Services		
New/Upgrades to software/Cust Rpts	$	4,000
Services/Repairs	$	15,000
Coastside Net	$	1,000
Rogue Web Works (Website Maint.)	$	5,000
Sonic.net	$	450
Spam Filtering	$	900
Subtotal	$	26,350
Grand Total	**$**	**67,650**

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5625	Description:	Meetings/Training/Seminars
Actual Amount As Of:	31-Jan	2011	9,752
PROJECTED ACTIVITY to END of FY:			7,000
Projected YEAR END TOTAL:			16,752
PROPOSED Line Item Amount:			**18,000**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			20,000
% Change Actual Year End compared to Proposed Line item amount.			7.5%
% Change to Previous Year Budget			(10.0%)
Dollar difference between proposed budget & current budget			-2,000

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5630		Description:	Insurance
Actual Amount As Of:	31-Jan	2011		322,632
PROJECTED ACTIVITY to END of FY:				205,000
Projected YEAR END TOTAL:				527,632
PROPOSED Line Item Amount:				**579,307**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				528,890
% Change Actual Year End compared to Proposed Line item amount.				9.8%
% Change to Previous Year Budget				9.5%
Dollar difference between proposed budget & current budget				50,417

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

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

Spread:

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

Current FY 2010-2011	KAISER	Blue Cross	Dental	Vision	Life/AD&D	LTD Metlife	ACWA EAP	ACWA W/C	ACWA Property	ACWA Liability
July	$9,054	$16,139	$1,746	$477	$494	$1,367	$60	$11,600		
August	$9,054	$16,680	$1,746	$477	$494	$1,367	$60			$57,000
September	$9,054	$16,680	$1,746	$477	$503	$1,367	$60			
October	$9,054	$16,680	$1,746	$477	$503	$1,367	$60	$10,700		
November	$9,054	$16,680	$1,746	$477	$503	$1,367	$60			
December	$9,993	$18,666	$1,825	$477	$503	$1,367	$60			
January	$9,993	$18,666	$1,899	$477	$503	$1,367	$60	$12,400		
February	***$9,993***	***$18,666***	***$1,899***	***$477***	***$503***	***$1,367***	***$60***		***$18,000***	
March	***$9,993***	***$18,666***	***$1,899***	***$477***	***$503***	***$1,367***	***$60***			
April	***$9,993***	***$18,666***	***$1,899***	***$477***	***$503***	***$1,367***	***$60***	***$13,000***		
May	***$9,993***	***$18,666***	***$1,899***	***$477***	***$503***	***$1,367***	***$60***			
June	***$9,993***	***$18,666***	***$1,899***	***$477***	***$503***	***$1,367***	***$60***			
EE/Retirees Credit	-$6,833	-$29,949	-$4,477	$0	$0	$0				
Retiree Reimbursement	$3,528									
Sub Total	$111,916	$183,572	$17,477	$5,720	$6,016	$16,405	$722	$47,700	$18,000	$57,000
FY10/11 Total	$123,444	$223,992	$22,792	$5,720	$6,035	$16,405	$722	$47,700		
June Rate x 12 months										
Approx.	*15%*	*15%*	*10%*	*2%*	*3%*	*3%*	*2%*			
Rate Increase	$141,961	$257,591	$25,071	$5,834	$6,216	$16,897	$737	$50,000	$20,000	$55,000
Total Medical	$399,552									
Total	$579,307									

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5640		Description: Employee Retirement	
Actual Amount As Of:	31-Jan	2011		223,240
PROJECTED ACTIVITY to END of FY:				187,000
Projected YEAR END TOTAL:				410,240
PROPOSED Line Item Amount:				**486,158**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				437,789
% Change Actual Year End compared to Proposed Line item amount.				18.5%
% Change to Previous Year Budget				11.0%
Dollar difference between proposed budget & current budget				48,369

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5645		Description: SIP 401a Plan	
Actual Amount As Of:	31-Jan	2011		0
PROJECTED ACTIVITY to END of FY:				58,752
Projected YEAR END TOTAL:				58,752
PROPOSED Line Item Amount:				**30,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				30,000
% Change Actual Year End compared to Proposed Line item amount.				(48.9%)
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
DRAFT
Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5681		Description:	Legal
Actual Amount As Of:	31-Jan	2011		32,921
PROJECTED ACTIVITY to END of FY:				30,000
Projected YEAR END TOTAL:				62,921
PROPOSED Line Item Amount:				**60,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				57,000
% Change Actual Year End compared to Proposed Line item amount.				(4.6%)
% Change to Previous Year Budget				5.3%
Dollar difference between proposed budget & current budget				3,000

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

HansonBridgett		$60,000
	Total	**$60,000**

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5682		Description: Engineering	
Actual Amount As Of:	31-Jan	2011		3,254
PROJECTED ACTIVITY to END of FY:				3,000
Projected YEAR END TOTAL:				6,254
PROPOSED Line Item Amount:				**14,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				14,000
% Change Actual Year End compared to Proposed Line item amount.				123.9%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item			**Amount**
Acct. No.	5683	Description: Financial Services	
Actual Amount As Of:	31-Jan	2011	15,531
PROJECTED ACTIVITY to END of FY:			11,000
Projected YEAR END TOTAL:			26,531
PROPOSED Line Item Amount:			**31,000**
Approved Line Item Amount:			
PREVIOUS YEAR BUDGET:			31,000
% Change Actual Year End compared to Proposed Line item amount.			16.8%
% Change to Previous Year Budget			0.0%
Dollar difference between proposed budget & current budget			0

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

	FY 11/12
Financial Audit Service	$16,000
Accounting Services	$15,000
Total	**$31,000**

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5684		Description: Payroll Taxes	
Actual Amount As Of:	31-Jan	2011		62,087
PROJECTED ACTIVITY to END of FY:				45,000
Projected YEAR END TOTAL:				107,087
PROPOSED Line Item Amount:				**115,297**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				111,951
% Change Actual Year End compared to Proposed Line item amount.				7.7%
% Change to Previous Year Budget				3.0%
Dollar difference between proposed budget & current budget				3,346

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item **Amount**

Acct. No. 5684 Description: Payroll Taxes

CALCULATION FOR PAYR0LL TAXES

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5687		Description:	Memberships & Subscriptions
Actual Amount As Of:	31-Jan	2011		36,317
PROJECTED ACTIVITY to END of FY:				24,000
Projected YEAR END TOTAL:				60,317
PROPOSED Line Item Amount:				**57,950**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				56,950
% Change Actual Year End compared to Proposed Line item amount.				(3.9%)
% Change to Previous Year Budget				1.8%
Dollar difference between proposed budget & current budget				1,000

NARRATIVE: See attached worksheet for detail of costs

Increase in BAWSCA Annual Assessments

Spread:

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

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

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

% Change Actual Year End compared to Proposed Line item amount.
% Change to Previous Year Budget #DIV/0!
Dollar difference between proposed budget & current budget 25,000

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5689		Description:	Union Expenses
Actual Amount As Of:	31-Jan	2011		2,040
PROJECTED ACTIVITY to END of FY:				0
Projected YEAR END TOTAL:				2,040
PROPOSED Line Item Amount:				**6,000**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				12,000
% Change Actual Year End compared to Proposed Line item amount.				194.1%
% Change to Previous Year Budget				(50.0%)
Dollar difference between proposed budget & current budget				-6,000

NARRATIVE:

Union Negotiation Services	$	6,000
TOTAL	$	6,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5700		Description: County Fees	
Actual Amount As Of:	31-Jan	2011		10,805
PROJECTED ACTIVITY to END of FY:				0
Projected YEAR END TOTAL:				10,805
PROPOSED Line Item Amount:				**16,200**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				10,800
% Change Actual Year End compared to Proposed Line item amount.				49.9%
% Change to Previous Year Budget				50.0%
Dollar difference between proposed budget & current budget				5,400

NARRATIVE:

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

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5705		Description: State Fees	
Actual Amount As Of:	31-Jan	2011		18,078
PROJECTED ACTIVITY to END of FY:				1,000
Projected YEAR END TOTAL:				19,078
PROPOSED Line Item Amount:				**19,400**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				10,500
% Change Actual Year End compared to Proposed Line item amount.				1.7%
% Change to Previous Year Budget				84.8%
Dollar difference between proposed budget & current budget				8,900

NARRATIVE:

#1 Fees are charged by the State Department of Health Services for reviewing applications and annual reports on operation of the Nunes & Denniston Water Treatment Plants *(DHS Fees - Increase due to additional services regarding new regulations)*

#2 Water Rights (initialized by SWRCB) for both Pilarcitos & San Vincente

#3 RWQCB NPDES Annual Fee (estimated)

#4 Bay Area Air Quality Management Dist - Permits to Operate

#1	$15,000
#2	$2,000
#3	$1,400
#4	$1,000
	$19,400

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5711	Description:	Existing Bonds - 1998A	
Actual Amount As Of:	31-Jan	2011		250,235
PROJECTED ACTIVITY to END of FY:				19,000
Projected YEAR END TOTAL:				269,235
PROPOSED Line Item Amount:				**267,993**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				269,845
% Change Actual Year End compared to Proposed Line item amount.				(0.5%)
% Change to Previous Year Budget				(0.7%)
Dollar difference between proposed budget & current budget				-1,853

NARRATIVE:
ABAG Pooled Financing Program Series 1998A

September 2011 Payment	$254,610
March 2012 Payment	$13,383
Spread:	$267,993

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5712	Description:	Existing Bonds - 2006B	
Actual Amount As Of:	31-Jan	2011		337,431
PROJECTED ACTIVITY to END of FY:				150,000
Projected YEAR END TOTAL:				487,431
PROPOSED Line Item Amount:				**483,281**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				484,966
% Change Actual Year End compared to Proposed Line item amount.				(0.9%)
% Change to Previous Year Budget				(0.3%)
Dollar difference between proposed budget & current budget				-1,685

NARRATIVE:
CSCDA Pooled Financing Program Series 2006B

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2011/2012

Line Item				**Amount**
Acct. No.	5713	Description:	Cont. to CIP & Reserves	
Actual Amount As Of:	31-Jan	2011		313,865
PROJECTED ACTIVITY to END of FY:				313,865
Projected YEAR END TOTAL:				627,731
PROPOSED Line Item Amount:				**627,731**
Approved Line Item Amount:				
PREVIOUS YEAR BUDGET:				627,731
% Change Actual Year End compared to Proposed Line item amount.				0.0%
% Change to Previous Year Budget				0.0%
Dollar difference between proposed budget & current budget				0

NARRATIVE:

Contribution to CIP & Reserves	$ 627,731
	$ 627,731

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
PLANNED CAPITAL PROJECTS
FISCAL YEARS 11/12 THRU 20/21

DRAFT - MARCH 8, 2011

Origin FY	Number		Priority	Projected FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY12-21 Totals
		Budget Projects up Priority Level -->	**3**												
PIPELINE PROJECTS - * *Pending Further Pressure Testing*															
06	01	Avenue Cabrillo Phase I (Permitting/Design)	2		100,000		-					-	-		$100,000
06	01	Avenue Cabrillo Phase I (Construction)	2		-	347,000		-	-	-	-	-	-		$347,000
		Avenue Cabrillo Phase II (Construction)	2		-	-	-	246,000	-	-	-	-	-		$246,000
		Avenue Cabrillo Phase III (Construction)	2		-	-	-	-	479,000	-	-	-	-		$479,000
		Small line decommission behind Main Street	2	25,000	-	-	-	-	-	-	-	-	-		$0
06	02	Highway #1 South Phase I / II	3			-	-	-	-		80,000	100,000	1,200,000		$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement	1			100,000	1,000,000					-	-		$1,100,000
07	04	Bell-Moon Pipeline Replacement Project	3		-				60,000	250,000		-	-		$310,000
		* Main Street Pipeline Replacement Project - Phase 3	3		-	-	-	-	-	90,000	249,000	-	-		$339,000
		* Bridgeport Drive Pipeline Replacement Project	3		-	-	-	-	-	110,000	840,000	-	-		$950,000
		Rebuild Harbor 4" service vault	2	25,000	-	-	-	-	-	-	-	-	-		$0
12		Pipeline replacement projects								500,000		900,000		1,000,000	$2,400,000
WATER TREATMENT PLANTS															
99	05	Denniston Intake Maintenance	1	25,347	30,000	31,000	32,000	33,000	34,000	35,000	36,000	37,000	37,000		$305,000
10	02	Denniston WTP - Intake construction	1				100000						0		$100,000
10	03	Nunes - Backwash Variable Rates Project - design/build	3	25,000									-		$0
10	04	Nunes - Floc Drive Repair	2	45,000	50,000								-		$50,000
08	05	Nunes WTP - Plant Painting	3	12,500	12,500	12,500	12,500						-		$37,500
08	06	Nunes WTP- Filter to Waste System	3			5,000	75,000						-		$80,000
08	07	Nunes WTP -Filter Valve Replacement	2		-	-	-	30,000	30,000	30,000	30,000	30,000	-		$150,000
12		Nunes Return Washwater Pump Replacement					25,000								$25,000
12		Nunes Hydropneumatic Booster Pump Replacement			20,000										$20,000
FACILITIES & MAINTENANCE															
09	07	AMR Program + Fixed Network	1	50,000	-	-	300,000	400,000	400,000	-	100,000	-	-		$1,200,000
08	08	PRV Valves Replacement Project**	2	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		$180,000
99	01	Meter Change Program**	1	30,000	30,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		$200,000
09	09	Fire Hydrant Replacement**	2	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		$180,000
09	23	District Digital Mapping	3	75,000	75,000	50,000	25,000	-	-	-	-	-	-		$150,000
EQUIPMENT PURCHASE & REPLACEMENT															
99	02	Vehicle Replacement	1	18,000	-	-	-	-	30,000	30,000	30,000	30,000	-		$120,000
99	03	Computer System	1	10,000	12,000	6,000	5,000	5,000	5,000	5,000	5,000	5,000	-		$48,000
99	04	Office Equipment/Furniture	1	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000		$27,000
06	03	SCADA/Telemetry/electrical controls	1		750,000	150,000						-	-		$900,000
08	09	Dump Truck	1		-	-		100,000	-			-	-		$100,000
08	10	Backhoe	1		-		80,000	-	-			-	-		$80,000
08	12	New Service Truck Box (old dumptruck conversion)	3		-	-		50,000	-			-	-		$50,000
		Billing System Upgrade	2		70,000	-	-	-	-	-	-	-	-		$70,000
PUMP STATIONS / TANKS / WELLS															
06	04	Hazen's Tank Replacement	2		-	280,000						-	-		$280,000
09	17	Crystal Springs Emergency Generator	2		50,000		300,000					-	-		$350,000

		Crystal Springs Spare 350 HP pump	2		50,000	-	-	-	-	-	-	-	-		$50,000
		Crystal Springs Rebuild spare 500 HP	2		-	25,000	-	-	-	-	-	-	-		$25,000
12		Crystal Springs Surge Tank Control Improvements				30,000									
12		Crystal Springs Tunnel Air Duct Replacement					40,000								
		Crystal Springs Check Valve Replacement			25,000	25,000									
		Replace/rebuild Air relief/Vacuum valves on CSP line	2		-	-	20,000	-	-	-	-	-	-		$20,000
		Crystal Springs stainless steel inlet valves	2		-	-	-	-	100,000	-	-	-	-		$100,000
		MCC Upgrades Denniston PP	1		-	-	-	-	-	-	-	-	-		$0
06	05	Well Rehabilitation	2		25,000							-	-		$25,000
08	14	Alves Tank Recoating, Interior+Exterior	1	100,000	-			250,000	-			-	-		$250,000
08	16	Cahill Tank Exterior Recoat	2		-	150,000						-	-		$150,000
08	17	El Granada Tank 2 Recoat + Ladder	2									-	-		$0
12		El Granada Tank 2 MCC Repairs & Spare Pump			40,000										
08	18	EG Tank #3 Recoating Interior + Exterior	2		260,000							-	-		$260,000
		EG Tank #2 pump station pump replacement	2	23,185	-	-	-	-	-	-	-	-	-		$0
		Miramar Tank Altitude Valve Replacement	2		-	-	-	30,000	-	-	-	-	-		$30,000
		Alves Tank Altitude Valve Replacement	2		-	-	30,000	-	-	-	-	-	-		$30,000
		Half Moon Bay Tank #1 Int & Ext Recoat	1	300,000	-	-	-	-	-	-	-	-	-		$0
		Half Moon Bay Tank #2 Int & Ext Recoat	1		-	-	-	-	-	-	200,000	-	-		$200,000
		Half Moon Bay Tank #3 Int & Ext Recoat	1		-	-	-	-	-	-	-	-	200,000		$200,000
		Pump Station Chlorine analyzer replacements (4)	2		10,000	10,000	10,000	-	-	-	-	-	-		$30,000
09	18	New Pilarcitos Well	3		-	150,000						-	-		$150,000
09	19	Pilarcitos Canyon Blending Station	2									-	-		$0
10	09	Miramar Tank Fence Upgrade	2	20,000	-	-	-	-	-	-	-	-	-		$0
DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS															
08	19	Denniston Short Term WTP Modifications	1	50,000											$0
DENNISTON WTP (LONG-TERM) IMPROVEMENTS															
08	22	Denniston Pre/Post Treatment Design	1	400,000								-	-		$0
08	23	Denniston Pre/Post Treatment Construction	1		5,000,000	2,000,000						-	-		$7,000,000
NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS															
08	24	Nunes WTP Short Term Modifications	1	900,000	-							-	-		$0
NUNES WTP (LONG-TERM) IMPROVEMENTS															
08	26	Install Air Scour for Filters	2		-	-		100,000				-	-		$100,000
08	27	Modify Filters for Rate of Flow Control	2			-		260,000				-	-		$260,000
WATER SUPPLY DEVELOPMENT															
09	21	Reclamation Project Planning				-						-	-		$0
09	22	Water Supply Alternatives Evaluation	1	100,000	-							-	-		$0
		Denniston/San Vicente EIR			200,000										$200,000
		San Vicente Design			300,000										$300,000
		San Vicente Construction					2,000,000								$2,000,000
		Water Supply Reliability Program													$0
TOTALS				$2,277,032	$7,152,500	$3,444,500	$4,117,500	$1,567,000	$1,201,000	$1,113,000	$1,633,000	$1,165,000	$1,500,000	$1,000,000	$23,733,500
FY10 Budget Totals				$3,459,500	$3,087,500	$4,339,500	$2,277,500	$1,817,000	$1,451,000	$863,000	$1,883,000	$515,000	$1,750,000		

STAFF REPORT

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

From: **David Dickson, General Manager**

Agenda: **April 12, 2011**

Report Date: April 8, 2011

Subject: **General Manager's Report**

Recommendation:
None. Information only.

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

1. **Water Reclamation Update**
   There is no progress to report this month. We are waiting for SAM to respond to the principles of agreement the CCWD Board approved on February 9, 2010. SAM Manager Steve Leonard has continued to pursue the issue of recycled water with the SAM Board, following up his February 28 presentation on recycled water with a discussion on the CEQA process for recycling at the March 28 meeting.

2. **SFPUC Rate Increase and Untreated Water Discount Proposal**
   In a letter to BAWSCA dated April 7, 2011 (copy attached), SFPUC announced that it would not go forward with the Known Annual Deliveries rate proposal described in my March report and that the recommended wholesale rate for FY11-12 would be $2.80/ccf, an increase of 47.4% over the current $1.90/ccf. The rate could increase to $2.90/ccf on January 1, 2012 if water sales fall below projected levels.

   In a bit of positive news for the District, the letter also stated that SFPUC had received no comments on the proposed untreated water discount, which would apply to CCWD. The recommended wholesale rate schedule for FY11-12 includes an untreated water discount of $0.23/ccf.

   SFPUC Commissioners will hold a public hearing and consider adoption of the rate recommendations on May 10, 2011, 1:30 p.m. I plan to attend that meeting.

3. **T-Mobile Evaluating Cell Site Location at Alves Tank**
   Cell carrier T-Mobile has notified us of their interest in locating a cell site at the District's Alves Tank, located off Miramontes Road above the Moonridge development. There is currently a Metro PCS cell site located on the property. We will keep the Board informed of T-Mobile's progress and bring the proposed lease agreement to the Board for approval.

SFPUC
WATER
WASTEWATER
POWER

SAN FRANCISCO PUBLIC UTILITIES COMMISSION

1155 Market St., 11th Floor, San Francisco, CA 94103 • Tel. (415) 554-3155 • Fax (415) 554-3161 • TTY (415) 554.3488

April 7, 2011

Mr. Arthur R. Jensen
General Manager
Bay Area Water Supply & Conservation Agency
155 Bovet Road, Suite 302
San Mateo, CA 94402

Re: Wholesale Water Rates & the Environmental Enhancement Surcharge,
Effective Fiscal Year 2011-12

Art –

Dear Mr. Jensen:

The San Francisco Public Utilities Commission (SFPUC) has scheduled a public hearing to consider the adoption of Wholesale Water Rates and the Environmental Enhancement Surcharge, both for FY 2011-12 and effective July 1, 2011, as follows:

May 10, 2011, 1:30 pm
San Francisco City Hall
1 Dr. Carlton B. Goodlett Place
Room 400
San Francisco, CA 94102

The proposed Wholesale Water Rate is based on the current rate-setting methodology and cost allocations specified in the Water Supply Agreement (WSA). The proposed rate is also consistent with the existing rate-setting methodology presented at the Annual Meeting for Wholesale Customers and BAWSCA held on February 25, 2011.

Alternatives Considered; Current Approach Maintained

To address lower usage and sales projection uncertainty, SFPUC staff analyzed alternative rate setting methodologies for the **Wholesale Water Rate**. This review resulted in a rate memo being distributed to all Wholesale Customers on February 3, 2011. Specifically, the SFPUC formally proposed rate-setting alternatives for consideration, as required under the WSA, to Wholesale Customers and BAWSCA. The February 3rd letter detailed rate structure alternatives and proposed moving to a Known Deliveries Approach to provide greater revenue certainty. The Known Deliveries Approach used the most recently completed fiscal year's actual sales as the proposed basis for future rate setting calculations. During the subsequent 60-day comment period, the SFPUC received Wholesale Customer and BAWSCA feedback as attached. In general, the sentiment expressed was a preference to stay with the current rate setting methodology for the Wholesale Water Rate.

Associated Rate Change Required Under the Current Rate Setting Approach

Financial projections have been revised from those presented at the February 25th Annual Meeting with third quarter information (as of March 31, 2011), including further reduced water deliveries in March as well as revised bond issuance and debt service projections. SFPUC staff project revenues under the current $1.90 rate will be insufficient to meet the projected costs

allocated to Wholesale Customer services for FY 2011-12. With the current wholesale water rate of $1.90, SFPUC staff project a $65.2 million balance would be owed to the City at the end of the next fiscal year. Based on deliveries through March and projected deliveries, SFPUC staff recommend to the Commission that the **volume charge** shown on Water Rate Schedule W-25 **be increased from $1.90 per Ccf to $2.80 per Ccf, i.e. a 47.4% increase**. This increase includes a partial payment of the balancing account as detailed in Attachment N-3. The Schedule W-25 **fixed monthly service charges** will **remain the same**.

Recent Delivery Experience Assumed Going Forward

FY 2010-11 year-to-date wholesale water sales are running 4.3 percent below last year's purchases and 13.1 percent below the projected purchases used to set the current rate. The FY 2011-12 rate assumes continued reduction in water sales, based on recent experience over the last 4 years, and results in projected sales of 135 MGD to Wholesale Customers.

If Wholesale Customer water purchases during the next fiscal year drop were to drop to the 130 MGD level, instead of the assumed 135 MGD level, the projected revenue would be approximately $7 million less assuming a $2.80 rate per Ccf. To guard against this revenue shortfall, the **rate legislation as proposed includes a new rate reset mechanism that adjusts the rate to $2.90 per Ccf in the event actual Wholesale Customer sales during the 2011 calendar year fall to 130 MGD or lower**. The $2.90 per Ccf rate would take effect with the January 1, 2012 billings.

Untreated Wholesale Water Rate Discount Factor

On February 3, 2011 the SFPUC formally proposed an **Untreated Wholesale Water Rate Discount Factor**. No objections were received during the 60-day comment period regarding the discount factor, effective with FY 2011-12 rates, for Untreated Wholesale Water deliveries.

At the May 10th hearing, the SFPUC will also discuss SFPUC staff recommendation to establish an Untreated Wholesale Water Rate Discount Factor for customers receiving untreated water. The discount factor is equal to the total projected FY 2011-12 unit costs for the Harry Tracy Water Treatment Plan of **$0.23 per Ccf**. The HTWTP costs are allocated between Retail and Wholesale Customers according to proportionate use and have less than a penny impact on both Retail and Wholesale rates.

Environmental Enhancement Surcharge

At the May 10th hearing, SFPUC staff will ask the Commission to adopt the proposed Environmental Enhancement Surcharge as required by the 2009 Water Supply Agreement. The monetary amount of the Environmental Enhancement Surcharge per volume of water is outlined below in MGD and is based on the SFPUC's 2018 projected cost of wholesale water. As stipulated in the Water Supply Agreement, the Environmental Enhancement Surcharge would be levied for any water delivered beyond a customer's Interim Supply Allocation, but only if combined Retail and Wholesale Customer purchases exceed 265 MGD and if the Board of Supervisors adopts a special Environmental Enhancement Surcharge fund as outlined in the Water Supply Agreement.

Water Deliveries Over Interim Supply Allocation	Percent Surcharge on Water Use Above ISA	Surcharge Cost Per MGD Above ISA
For the first 1 MGD Over	50%	$850,000
For the next 4 MGD Over	100%	$1,700,000
For all additional MGD Over	200%	$3,400,000

The following information supporting the proposed FY 2011-12 rate change is being provided:

- Attachment N-1. Balancing Account/Rate Setting Calculation: A table illustrating the change in the Wholesale Revenue Requirement and how the wholesale rate was calculated.
- Attachment N-2. Wholesale Revenue Requirement Schedules: A series of schedules showing the projected expenses included in the Wholesale Revenue Requirement for the proposed rate year, along with supporting materials.
- Attachment N-3. Schedule of Projected Water Sales, Wholesale Revenue Requirements and Wholesale Rates: A schedule showing projected Wholesale Customer water sales and rates for the proposed rate year and the following four fiscal years.
- SFPUC Water Rate Schedule W-25, Wholesale Use with Long-Term Contract: Proposed FY 2011-12 Wholesale Customer water rates.
- SFPUC Water Rate Schedule W-26, Proposed Environmental Enhancement Surcharge: Wholesale and Retail Customer Environmental Enhancement Surcharge on volumetric water rates through FY 2017-18.

If you have any questions regarding this letter or the attachments, please contract me at 415-487-5262 or Mr. Crispin Hollings, our Acting Rates Administrator at 415-487-5235, and we will provide whatever additional information is required.

Sincerely,

Charles Perl
Deputy Chief Financial Officer
Financial Services

Enclosures

cc: Ed Harrington (w/ enclosures)
Steve Ritchie (w/ enclosures)
Todd Rydstrom (w/ enclosures)

SCHEDULE W-25 WHOLESALE USE WITH LONG TERM CONTRACT

For service to municipalities, water districts and others who, under long-term contracts, purchase water for resale, in whole or in part, as water:

FIRST: A MONTHLY SERVICE CHARGE base on the type and size of the meter:

METER SIZE	DISC/COMPOUND METERS	CREST METERS	MAGNETIC METERS	TURBINE METERS
5/8 in	$ 11.00	$ -	$ -	$ -
3/4 in	18.00	-	-	-
1 in	30.00	-	-	-
1 1/2 in	43.00	-	-	-
2 in	79.00	-	-	-
3 in	158.00	-	-	-
4 in	318.00	353.00	-	577.00
6 in	476.00	685.00	-	1,256.00
8 in	635.00	1,335.00	2,265.00	1,875.00
10 in	793.00	1,732.00	-	3,391.00
12 in	953.00	1,840.00	5,159.00	-
16 in	1,270.00	5,628.00	-	7,215.00
18 in	-	6,133.00	-	-
20 in	-	6,349.00	-	-

The service charge for a battery of meters installed on one service in lieu of one meter or for a special type of meter shall be based on the size of single or multiple standard type meters of equivalent capacity.

SECOND: A CHARGE FOR WATER DELIVERED based on one-month's meter readings:

$1219.68 per acre-foot or $2.80 per 100 cu. ft.

THIRD: AN UNTREATED WHOLESALE WATER RATE DISCOUNT FACTOR for Wholesale Customers receiving untreated water, based on one-month's meter readings:

($100.19) per acre-foot or ($0.23) per 100 cu. ft.

MONTHLY REPORT

To: **David Dickson, General Manager**

From: **Joe Guistino, Superintendent of Operations**

Agenda: **April 12, 2011**

Report Date: **April 5, 2011**

Monthly Highlights

Tsunami Warning Response

Operations &Maintenance (O&M) staff was alerted of the Japan earthquake and oncoming tsunami in the early morning hours of 11 March. We were prepared on a public health stance for any inundation of our coastal area.

Half Moon Bay Review Tour of Nunes Water Treatment Plant (WTP)

We received another positive review of our improvements at the Nunes WTP, this time by our local newspaper.

Cal/Nev Section American Water Works Association (AWWA) Conference

Treatment Supervisor Steve Twitchell received his Meritorious Operator Award, contact hours and invaluable networking with his peers in the water industry. I attended many committee meetings, moderated the Top Ops competition and made new contacts and invaluable networking opportunities.

Pilarcitos Pipeline Break

A major leak on the Pilarcitos Pipeline resulted in the loss of 2 million gallons of water and gives an ominous warning as to the vulnerability of this source of supply.

Source of Supply

Pilarcitos Reservoir and Pilarcitos Wells 1, 4a and 5 were the major source of supply for the month of February. Pilarcitos Wells were running at 316 gpm.

Systems Improvement

Beautification

-Crews started painting hydrants in March.
-Corp Yard covered storage area re-arranged for more efficient usage.
-General housekeeping and cleanup of the shop and Nunes WTP
-Contractor removed 4 trees at El Granada Tank 3 on 10 March. Residents next door were very grateful and will recoup about half of the costs.
-Contractor removed 3 trees at El Granada Tank 2 on 21 March. Neighbors were notified prior to the beginning of both of these tree removal operations.
-Tree trimming at Nunes WTP.

-Weed abatement, slash removal and scrap metal management at Nunes WTP.
-Cleanup around El Granada Tanks 2 and 3 after tree removal project complete.
-Signage installed at Nunes WTP sludge ponds.
-Crews cleaned up Mirmar Tank site.

Backflow Program
Cozzolino has installed backflow devices on all meters in his property along highway 92 per orders from San Mateo County Environmental Health Department.

Unidirectional Flushing Program
District crews successfully flushed the 12" transmission main that runs through El Granada. This will reduce or eliminate instances of brown water in El Granada due to hydrant and main breakage and reverse flows.

Emergency Generators
New timers were installed on our emergency generators located at District Center, Nunes WTP, El Granada Tank 3 and Alves Pump Stations. This allows for automatic exercising and reduced run time, resulting in guaranteed compliance with air quality standards and improved reliability when they are needed during a power outage.

El Granada Tank 1 Discharge eliminated
Staff designed and crews installed a sump system at El Granada Tank 1 to eliminate discharges from the site from the chlorine residual analyzer installed at the pump station. All water from the chlorine analyzer is now caught in a sump and pumped to the top of the property to irrigate vegetation and eliminate its leaving the site.

Update on Other Activities:
Pilarcitos Pipeline Break
Land movement along the upper reaches of Pilarcitos Canyon caused a major break on the Pilarcitos Pipeline about 500 feet downstream of the Stone Dam water meter. Crews discovered the break on 1 April when reading production meters and we immediately closed down the pipeline and switched to the Crystal Springs source. Based on the estimated flows from the break and the difference between the meter reading at Stone Dam and at Nunes WTP, the break may have occurred on Wednesday, 30 March. We lost about 2 million gallons to Pilarcitos Creek from this event. Due to the nature of the break and surrounding land mass, a special clamp had to be procured to repair the leak. The clamp arrived on Monday, 4 April and the crews had the line repaired on Tuesday. We switched back to the Pilarcitos Source on Wednesday morning.

Tsunami Warning Response
The San Mateo County and Half Moon Bay Emergency Operations Centers (EOC) were open on the morning on the 11 March earthquake in Japan and the ensuing tsunami. I was notified of the event at 0200. I reported to the HMB Emergency Operations Center and assigned Steve Twitchell to prepare bacteriological sample bottles and chains of custody for any sampling that would have been needed. I

notified John Davis to be prepared to isolate parts of the system that may become inundated in order to keep any contamination from spreading to other parts of the system. There were minimal impacts to the Princeton Harbor once the tsunami reached the San Mateo coast.

Water Quality Complaints

The Coastside Fire Protection District was utilizing local hydrants for training in the downtown area in March, resulting in 5 water quality complaints for discolored water. We flushed mains and service lines and the water cleared up the same day. I reminded the Fire District that we need to be notified whenever their training will result in hydrant usage.

Half Moon Bay Review Tour of Nunes WTP

The HMB Review toured Nunes WTP on Friday, 25 March to view the upgrades that we made to our chemical feed systems. The ensuing article was positive and emphasized the reliability and safeguards built in to the system to protect the water quality delivered to our customers.

RUGID failure

The RUGID computer which controls the telemetry at Miramar Tank started to fail in March. Calcon was able to keep it running but these failures will continue to happen until the Supervisory Control And Data Acquisition (SCADA) system is in place and running well. Limited parts and expertise make the RUGID system vulnerable and unreliable.

Safety/Training/Inspections/Meetings

Meetings Attended

28 Feb – Met with Kennedy/Jenks Engineering on Denniston intake pipeline repairs.
1 Mar - Met with GIS contractors to discuss GIS mapping of District assets.
2 Mar – Met with the Finance Committee.
8 Mar – Met with California Cad Solutions to discuss GIS mapping of District assets.
8 Mar – Met with Analytical Environmental Solutions (AES) and Jim Steele to discuss Environmental Impact Report needed for the Denniston/San Vicente Water Supply Project.
10 Mar – Staff met to discuss and plan the first annual Coastside County Water District (CCWD) Water Day scheduled for Saturday, 14 May.
15 Mar – All employee meeting.
17 Mar – O&M Staff meeting
21 Mar – Met with Francisco Caruba to discuss installation of a backflow device at Shoreline Station before the next business can be allowed to open there.
21 Mar – Met with two of the Coastside Fire District Board of Directors to discuss fire flow availability and areas of vulnerability in the service area.
23 and 25 Mar – Met with the Top Ops Committee of the Cal/Nev Section AWWA to prepare for the annual Top Ops Competition that took place on Tuesday, 29 Mar.

27 thru 31 Mar – I attended the Cal/Nev Section AWWA Spring Conference in Long Beach.

Safety Meeting and Training

The Safety Committee met on Wednesday, 9 March. They agreed to meet quarterly instead of every 2 months.

Safety training took place on 9 March on personal protective equipment and environmental physical and biological hazards. Twitchell, Donovan, Duffy, Damrosch, Winch, Whelen and Patterson were in attendance.

Treatment Operator Training

Logan Duffy received 5 days of treatment operator training at the Nunes WTP under the guidance of Steve Twitchell and Sean Donovan.

Control Systems Training

Steve Twitchell trained all On-Call Staff and I on negotiating the on line control systems (SCADA computer) at Nunes and District Center. Training consisted of viewing and manipulating elements on the various chemical feed, backwash controls, instrumentation monitoring and alarm system.

Cal/Nev Section AWWA Conference

Steve Twitchell and I attended this conference that took place in Long Beach on the week of 27 March. Mr. Twitchell received his Meritorious Operator Award at the awards ceremony on the morning of Tuesday, 29 March. He also garnered 3 contact hours towards his certification renewal requirements.

I attended the following committee and board meetings: Top Ops, Source Water, Distribution System Water Quality, Treatment, Research, Awards, Membership, and Small Systems Committees; the Operations and Water Quality Division meetings; and two Governing Board meetings. In addition, I moderated the annual Top Ops Competition and assisted in the Pipe Tapping, Hot Flare and Meter Madness Competitions. I toured the vendor exhibits, bringing back some new ideas and contacts on corrosion control, tank coating, mixing and maintenance, pipe rehabilitation and NPDES compliance. In addition, I garnered 6 contact hours towards my certification renewal requirements.

Site Fire Protection

We have purchased and are in the process of installing Fire Department KNOX Boxes to be placed at the entrance of District Main Office, District Shop, Back Gate, Denniston Pump Station, Denniston WTP, and Alves and El Granada Tank 3 pump stations. These boxes can only be accessed by the Coastside Fire Protection District and will contain a key to allow the Fire Department to access these sites in an emergency.

Regulatory Agency Interaction

California Department of Public Health (DPH)
We had no interaction with the DPH in the month of March.

Projects

Tank Recoating Projects
I have received the final coating specifications for Alves, Half Moon Bay Tank 1 and El Granada Tank 2. I can now prepare bid documents and hope to have them out by the end of April.

Denniston Short Term Improvements (STI) and Treatment Upgrade Project and Intake Repairs
This project is now out to bid as the Denniston Creek WTP Improvement Project. Kennedy/Jenks is presently preparing an addendum to the bid documents to include the intake repair project. Since the two projects would have gone out to bid together, it was decided to combine them to avoid two separate contractors working on two separate projects at the same location and time period. In addition, this approach will result in cost savings.

Mill Street Main Repair
The old 2″ galvanized main that ran off of Mill Street south behind the 400 block of Main Street has been decommissioned. The main served 6 services and was replaced by 6 new service lines tapped into the 6″ main on Mill Street. Leaks on this old line were difficult to repair and could result in property damage to adjoining merchants. Backflow devices were installed on these services per District regulations.

Crystal Springs Main Check Valve Vault Lid
The lid has been fabricated. The frame has been installed and District crews are preparing the site for installation of the rest of the lid in April.

Monthly Report

To: **David Dickson, General Manager**

From: **Cathleen Brennan, Water Resource Analyst**

Agenda: **April 12, 2011**

Subject: **Water Resources Report**

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

- Water Day Celebration – Saturday, May 14 2011
- Proclamation by the Governor
- Half Moon Bay Precipitation Table
- List of Meetings

□ **Water Day Celebration– Saturday, May 14 2011 (10:00am to 2:00pm)**

On May 14th, between 10:00am and 2:00pm, customers are invited to tour the Nunes Water Treatment plant and learn how drinking water is treated and distributed.

It is a unique opportunity to meet with District staff and view a display of the District's water sources and other facilities. There will be free water bottles, water kits for children and snacks.

Information is available on the District's website. An advertisement will be displayed in the Half Moon Bay Review and an announcement was in a newsletter mailed out with the March and April billing statements.

□ **Proclamation by the Governor –end of the statewide drought status.**

With water storage in reservoirs returning to normal and above normal levels of precipitation, the Governor has proclaimed an end to the statewide drought. The governor urges Californians to continue to use water efficiently because water demand is greater that water supply.

□ Half Moon Bay Precipitation Table

The month of March was above normal for precipitation bringing us back to normal for year to date precipitation.

Precipitation for Half Moon Bay (inches)													
	Oct	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Total**
Historic Average	1.6	3.0	4.5	5.3	4.6	3.8	1.9	0.8	0.3	0.1	0.2	0.4	26.3
Water Year 2011	2010			2011									
	1.1	3.0	6.9	1.3	3.4	5.8							21.4

□ List of Meetings

BAWSCA UWMP 2010 3/2/2011
CA/NV AWWA Water Use Efficiency Practitioner Certification Committee 3/3/2011
Water Day Planning Meeting 3/10/2011
Employee Meeting 3/15/2011
CUWCC Plenary Meeting 3/16/2011
EarthCapades Assembly for Wilkinson School 3/18/2011
CUWCC BMP Database Workshop 3/25/2011
CA/NV AWWA Water Use Efficiency Practitioner Certification Committee 3/25/2011

WATER DAY

Saturday, May 14th

10:00 am to 2:00 pm

HMB High School Softball Field

Tours of the Nunes Water Treatment Plant

Coastside County Water District

Join us in celebrating Coastside County Water District's Water Day

For more information call (650) 726-4405

or visit www.coastsidewater.org