

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 12, 2016 - 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 COMMENT**

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

4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending March 31, 2016: Claims: \$700,382.33; Payroll: \$91,952.50 for a total of \$792,334.83 ([attachment](#))
 - *February 2016 Monthly Financial Claims reviewed & approved by Director Flint*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of March 8, 2016 Special Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of March 8, 2016 Regular Board of Directors Meeting ([attachment](#))
- E. Approval of Minutes of April 5, 2016 Special Board of Directors Meeting ([attachment](#))
- F. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- G. Total CCWD Production Report ([attachment](#))
- H. CCWD Monthly Sales by Category Report – March 2016 ([attachment](#))
- I. Monthly Emergency Main and Service Repairs Report ([attachment](#))
- J. Rainfall Reports ([attachment](#))
- K. SFPUC Hydrological Report for February 2016 ([attachment](#))
- L. SFPUC Hydrological Report for March 2016 ([attachment](#))
- M. Monthly Water Transfer Report ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Water Audit for Fiscal Year 2013-2014 ([attachment](#))
- B. Resolution Authorizing an Amendment to Contract With California Public Employee's Retirement System for Partial Service Retirement ([attachment](#))
- C. Quarterly Financial Review – FY 2015-2016 ([attachment](#))
- D. Approval of Salary Schedule Effective: July 1, 2016 ([attachment](#))
- E. Updated Fiscal Year 2016-2017 Budget Process Timeline – Information Only ([attachment](#))
- F. Draft Fiscal Year 2016-2017 Operations Budget and Draft Fiscal Year 2016/17 to 2025/26 Capital Improvement Program ([attachment](#))

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

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

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

9) **ADJOURNMENT**



Coastside County Water District

Monthly Claims Report

By Vendor Name

Payment Dates 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
Vendor: ACC01 - ACCESS UNIFORMS INC.					
ACCESS UNIFORMS INC.	22543	03/28/2016	NAVY FLEXFIT CAPS		353.34
Vendor ACC01 - ACCESS UNIFORMS INC. Total:					353.34
Vendor: ASS06 - ACWA/JPIA					
ACWA/JPIA	22547	03/28/2016	PROPERTY INSURANCE RENEW...		20,567.00
Vendor ASS06 - ACWA/JPIA Total:					20,567.00
Vendor: ADP01 - ADP, INC.					
ADP, INC.	22544	03/28/2016	PAYROLL PROCESSING/REPORT...		81.50
ADP, INC.	22544	03/28/2016	PAYROLL PROCESSING/SHIPPIN...		278.20
ADP, INC.	22544	03/28/2016	PAYROLL PROCESSING/SHIPPIN...		257.80
ADP, INC.	22544	03/28/2016	PAYROLL PROCESSING THRU 3/...		405.15
ADP, INC.	22544	03/28/2016	PAYROLL PROCESSING THU 3/1...		81.50
Vendor ADP01 - ADP, INC. Total:					1,104.15
Vendor: ROL03 - ALBERT ROLLERI					
ALBERT ROLLERI	22611	03/28/2016	2016-009-11707/461 MAGNOL...		75.00
Vendor ROL03 - ALBERT ROLLERI Total:					75.00
Vendor: AND01 - ANDREINI BROS. INC.					
ANDREINI BROS. INC.	22546	03/28/2016	RETENTION ON INVOICES 7773...		42,178.60
ANDREINI BROS. INC.	22546	03/28/2016	714 KELLY PATCH PAVE		336.00
ANDREINI BROS. INC.	22546	03/28/2016	PATCH PAVE HMB BUILD/GARD...		162.41
ANDREINI BROS. INC.	22546	03/28/2016	SMALL WATER TRUCK FOR DEN...		324.45
ANDREINI BROS. INC.	22546	03/28/2016	72 TON OF HILLTOP BASE ROCK		788.40
Vendor AND01 - ANDREINI BROS. INC. Total:					43,789.86
Vendor: PAT06 - ANITA PATTERSON					
ANITA PATTERSON	22602	03/28/2016	2016-010-11659/405 CASA DEL...		75.00
Vendor PAT06 - ANITA PATTERSON Total:					75.00
Vendor: ATT03 - AT&T LONG DISTANCE					
AT&T LONG DISTANCE	22548	03/28/2016	AT&T LONG DISTANCE CHARGES..		243.00
Vendor ATT03 - AT&T LONG DISTANCE Total:					243.00
Vendor: ATT02 - AT&T					
AT&T	22524	03/11/2016	FEB2016 CSP PUMP STATION TE...		613.55
AT&T	22524	03/11/2016	FEB2016 NUNES WTP TELECO...		625.19
AT&T	22524	03/11/2016	FEB2016 OFFICE/SHOP TELECO...		1,299.29
AT&T	22524	03/11/2016	FEB2016 DENNISTON WTP TELE...		232.94
Vendor ATT02 - AT&T Total:					2,770.97
Vendor: AZT01 - AZTEC GARDENS, INC.					
AZTEC GARDENS, INC.	22549	03/28/2016	FEB 2016 MONTHLY YARD MAI...		190.00
Vendor AZT01 - AZTEC GARDENS, INC. Total:					190.00
Vendor: BAL04 - BALANCE HYDROLOGICS, INC					
BALANCE HYDROLOGICS, INC	22551	03/28/2016	GAGE MAINT & UPGRADES SV &..		8,634.02
Vendor BAL04 - BALANCE HYDROLOGICS, INC Total:					8,634.02
Vendor: BAY10 - BAY ALARM COMPANY					
BAY ALARM COMPANY	22553	03/28/2016	DENNISTON WTP BURGLAR AL...		287.28
BAY ALARM COMPANY	22553	03/28/2016	NUNES WTP BURGLAR ALARM 4..		382.50
Vendor BAY10 - BAY ALARM COMPANY Total:					669.78
Vendor: BAY05 - BAY AREA WATER SUPPLY &					
BAY AREA WATER SUPPLY &	22552	03/28/2016	WATER CONSERVATION MAT. ...		2,180.00
Vendor BAY05 - BAY AREA WATER SUPPLY & Total:					2,180.00
Vendor: BIG01 - BIG CREEK LUMBER					
BIG CREEK LUMBER	22554	03/28/2016	2 EA 2X12-16' DOUGLAS FIR PT		76.61

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
BIG CREEK LUMBER	22554	03/28/2016	2 EA 2X8 -20'	DOUGLAS FIR	32.53
BIG CREEK LUMBER	22554	03/28/2016	2EA 2X4 DOUGLAS FIR /1EA 2X8...		16.00
BIG CREEK LUMBER	22554	03/28/2016	1 EA GRADE 60 REBAR		6.30
BIG CREEK LUMBER	22554	03/28/2016	SERVICE CHARGE		2.74
Vendor BIG01 - BIG CREEK LUMBER Total:					134.18
Vendor: BOR01 - BORGES & MAHONEY, INC.					
BORGES & MAHONEY, INC.	22555	03/28/2016	SERVICE CALL FOR PUMP @ DE...		929.00
Vendor BOR01 - BORGES & MAHONEY, INC. Total:					929.00
Vendor: VAL03 - BOSCO OIL COMPANY					
BOSCO OIL COMPANY	22541	03/11/2016	DYED DIESEL FOR COMPANY E...		1,204.56
BOSCO OIL COMPANY	22541	03/11/2016	DYED DIESEL FOR NUNES WTP		133.84
Vendor VAL03 - BOSCO OIL COMPANY Total:					1,338.40
Vendor: KIR01 - BURT KIRSON					
BURT KIRSON	22587	03/28/2016	2016-007-11691/2790 PULLMA...		125.00
Vendor KIR01 - BURT KIRSON Total:					125.00
Vendor: CAL08 - CALCON SYSTEMS, INC.					
CALCON SYSTEMS, INC.	22556	03/28/2016	1/15/16-2/14/16 CSP TO CAHILL...		163.50
CALCON SYSTEMS, INC.	22556	03/28/2016	2/15/16-3/14/16 CSP TO CAHILL...		163.50
CALCON SYSTEMS, INC.	22556	03/28/2016	SCADA PROJECT UPGRADE ANT...		3,345.20
CALCON SYSTEMS, INC.	22556	03/28/2016	PHASE II CONTROL SYSTEM UP...		24,466.83
CALCON SYSTEMS, INC.	22556	03/28/2016	PHASE II CONTROL SYSTEM UP...		14,452.50
CALCON SYSTEMS, INC.	22556	03/28/2016	NUNES SERVICE CALL FEB 2016		2,299.87
CALCON SYSTEMS, INC.	22556	03/28/2016	DENNISTON MAINTENANCE FEB...		3,333.19
CALCON SYSTEMS, INC.	22556	03/28/2016	SERVICE CALL - TELEMETRY-SC...		1,705.85
Vendor CAL08 - CALCON SYSTEMS, INC. Total:					49,930.44
Vendor: CAL11 - CALIFORNIA C.A.D. SOLUTIONS, INC					
CALIFORNIA C.A.D. SOLUTIONS, ...	22557	03/28/2016	MODIFY AND UPDATES ON GIS ...		150.00
CALIFORNIA C.A.D. SOLUTIONS, ...	22557	03/28/2016	DATA DELIVERY TO TYLER TECH...		6,187.50
Vendor CAL11 - CALIFORNIA C.A.D. SOLUTIONS, INC Total:					6,337.50
Vendor: PUB02 - CalPERS FISCAL SERVICES DIVISION					
CalPERS FISCAL SERVICES DIVIS...	22535	03/11/2016	MONTHLY UNFUNDED ACCRUE...		23,148.00
Vendor PUB02 - CalPERS FISCAL SERVICES DIVISION Total:					23,148.00
Vendor: CAR02 - CAROLYN STANFIELD					
CAROLYN STANFIELD	22558	03/28/2016	MAR 2016 OFFICE/SHOP JANIT...		600.00
Vendor CAR02 - CAROLYN STANFIELD Total:					600.00
Vendor: CHE01 - CHEVRON/TEXACO UNIVERSAL CARD					
CHEVRON/TEXACO UNIVERSAL ...	22520	03/08/2016	1/26/16 - 2/25/16 FUEL FOR C...		1,397.19
CHEVRON/TEXACO UNIVERSAL ...	22561	03/28/2016	2/26/16-3/25/16 FUEL FOR CO...		1,697.66
Vendor CHE01 - CHEVRON/TEXACO UNIVERSAL CARD Total:					3,094.85
Vendor: CIN01 - CINTAS FIRST AID & SAFETY					
CINTAS FIRST AID & SAFETY	22562	03/28/2016	OFFICE/SHOP FIRST AID CABINE...		616.06
Vendor CIN01 - CINTAS FIRST AID & SAFETY Total:					616.06
Vendor: CIT01 - CITY OF HALF MOON BAY					
CITY OF HALF MOON BAY	22521	03/08/2016	CDP EG PIPELINE REPLACEMENT...		1,352.76
Vendor CIT01 - CITY OF HALF MOON BAY Total:					1,352.76
Vendor: COA19 - COASTSIDE COUNTY WATER DIST.					
COASTSIDE COUNTY WATER DI...	22563	03/28/2016	2 CANS OF MAXWELL HOUSE C...		10.98
COASTSIDE COUNTY WATER DI...	22563	03/28/2016	CAR WASH (BOB'S)		5.00
Vendor COA19 - COASTSIDE COUNTY WATER DIST. Total:					15.98
Vendor: COA10 - COASTSIDE FIRE PROTECTION DISTRICT					
COASTSIDE FIRE PROTECTION D...	22525	03/11/2016	PLANNING REVIEW FEE FOR DE...		116.00
Vendor COA10 - COASTSIDE FIRE PROTECTION DISTRICT Total:					116.00
Vendor: COM02 - COMCAST					
COMCAST	22526	03/11/2016	MAR 2016 OFFICE HI SPEED INT...		192.02
Vendor COM02 - COMCAST Total:					192.02

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
Vendor: CON03 - CONSOLIDATED PLUMBING, INC.					
CONSOLIDATED PLUMBING, INC.	22564	03/28/2016	PORTABLE METER REFUND		893.59
					Vendor CON03 - CONSOLIDATED PLUMBING, INC. Total:
					893.59
Vendor: COS04 - COSTCO WHOLESALE					
COSTCO WHOLESALE	22565	03/28/2016	2016 MEMBERSHIP RENEWAL		110.00
					Vendor COS04 - COSTCO WHOLESALE Total:
					110.00
Vendor: LEA04 - CRYSTAL LEACH					
CRYSTAL LEACH	22589	03/28/2016	REFUND ON ACCT 019387-000		84.35
					Vendor LEA04 - CRYSTAL LEACH Total:
					84.35
Vendor: DAL01 - DAL PORTO ELECTRIC					
DAL PORTO ELECTRIC	22566	03/28/2016	OFFICE PARTION/FLAG POLE/PL...		1,480.26
DAL PORTO ELECTRIC	22566	03/28/2016	NUNES SUMP PUMP CONDUIT...		740.13
DAL PORTO ELECTRIC	22566	03/28/2016	DENNISTON CONDUIT FOR TEL...		740.13
					Vendor DAL01 - DAL PORTO ELECTRIC Total:
					2,960.52
Vendor: DAT01 - DATAPROSE, LLC					
DATAPROSE, LLC	22567	03/28/2016	HMB CYCLE/ADDITIONAL INSER...		3,051.48
					Vendor DAT01 - DATAPROSE, LLC Total:
					3,051.48
Vendor: SIN01 - DHARMBIR SINGH/GURSHARAN SINGH					
DHARMBIR SINGH/GURSHARAN...	22616	03/28/2016	REFUND ON ACCT 020081-000		60.67
					Vendor SIN01 - DHARMBIR SINGH/GURSHARAN SINGH Total:
					60.67
Vendor: KEL02 - EDWARD KELLY					
EDWARD KELLY	22585	03/28/2016	2016-008-11657/178 MADRID ...		125.00
					Vendor KEL02 - EDWARD KELLY Total:
					125.00
Vendor: EKI01 - EKI INC.					
EKI INC.	22568	03/28/2016	DESIGN SRVS1/30/16-2/26/16 ...		11,900.02
					Vendor EKI01 - EKI INC. Total:
					11,900.02
Vendor: ELE01 - ELECSYS INTERNATIONAL CORP					
ELECSYS INTERNATIONAL CORP	22569	03/28/2016	APR 2016 MONTHLY MAINT. C...		250.00
					Vendor ELE01 - ELECSYS INTERNATIONAL CORP Total:
					250.00
Vendor: FIR06 - FIRST NATIONAL BANK					
FIRST NATIONAL BANK	22528	03/11/2016	EXEDE WILDBLUE SATELITE SER...		60.88
FIRST NATIONAL BANK	22528	03/11/2016	2016 WATEREUSE CALIF. ANNU...		495.00
FIRST NATIONAL BANK	22528	03/11/2016	WATEREUSE ASSOCIATION ME...		650.00
FIRST NATIONAL BANK	22528	03/11/2016	CELL PHONE COVER & TOWING...		339.59
FIRST NATIONAL BANK	22528	03/11/2016	BOARD FAXING & BINDER CLIPS...		205.66
FIRST NATIONAL BANK	22528	03/11/2016	SMALL WATER SYS VIDEO INFO...		117.50
FIRST NATIONAL BANK	22528	03/11/2016	COASTSIDE NET DOMAIN HOST...		74.21
FIRST NATIONAL BANK	22528	03/11/2016	DENNISTON WTP INTERNET SE...		49.95
FIRST NATIONAL BANK	22528	03/11/2016	NUNES WTP INTERNET SERVICE		57.95
FIRST NATIONAL BANK	22528	03/11/2016	CPS - REPLACEMENT PARTS		436.68
FIRST NATIONAL BANK	22528	03/11/2016	CA-NV SECTION, AWWA TRAINI...		985.00
					Vendor FIR06 - FIRST NATIONAL BANK Total:
					3,472.42
Vendor: ADV02 - FRANK YAMELLO					
FRANK YAMELLO	22545	03/28/2016	MAR 2016 MONTHLY MOBILE R...		235.00
					Vendor ADV02 - FRANK YAMELLO Total:
					235.00
Vendor: FRE02 - FREYER & LAURETA, INC.					
FREYER & LAURETA, INC.	22571	03/28/2016	EG PUMP STATIONS EMERGEN...		62.50
					Vendor FRE02 - FREYER & LAURETA, INC. Total:
					62.50
Vendor: G3E01 - G3 ENGINEERING, INC.					
G3 ENGINEERING, INC.	22572	03/28/2016	LMI SPARES KIT		377.64
					Vendor G3E01 - G3 ENGINEERING, INC. Total:
					377.64
Vendor: GEM01 - GEMPLER'S, INC.					
GEMPLER'S, INC.	22573	03/28/2016	SHIRTS/PANTS FOR FIELD CREW		2,556.66
GEMPLER'S, INC.	22573	03/28/2016	PANTS & SHIRTS FOR FIELD CR...		1,068.08
					Vendor GEM01 - GEMPLER'S, INC. Total:
					3,624.74

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
Vendor: LOM01 - GLENNA LOMBARDI					
GLENNA LOMBARDI	22590	03/28/2016	REIMBURSEMENT APR2016 KAIS...		107.00
Vendor LOM01 - GLENNA LOMBARDI Total:					107.00
Vendor: GOL04 - GOLDEN STATE FLOW MEASUREMENT					
GOLDEN STATE FLOW MEASUR...	22574	03/28/2016	ELECTRONIC REGISTER LID/MA...		147.18
Vendor GOL04 - GOLDEN STATE FLOW MEASUREMENT Total:					147.18
Vendor: GRA03 - GRAINGER, INC.					
GRAINGER, INC.	22575	03/28/2016	SUBMERSIBLE DEWATERING S...		431.74
Vendor GRA03 - GRAINGER, INC. Total:					431.74
Vendor: HAL24 - H.M.B.AUTO PARTS					
H.M.B.AUTO PARTS	22580	03/28/2016	BATTERY FOR THE LIGHT TRAIL...		116.05
H.M.B.AUTO PARTS	22580	03/28/2016	FRONT & REAR WIPER BLADES ...		35.01
Vendor HAL24 - H.M.B.AUTO PARTS Total:					151.06
Vendor: HAC01 - HACH CO., INC.					
HACH CO., INC.	22576	03/28/2016	SERVICE CONTRACT FOR EQUI...		2,339.50
HACH CO., INC.	22576	03/28/2016	SERVICE CONTRACT FOR EQUI...		2,339.50
Vendor HAC01 - HACH CO., INC. Total:					4,679.00
Vendor: HAL04 - HALF MOON BAY REVIEW					
HALF MOON BAY REVIEW	22529	03/11/2016	ADVERTISEMENT - 2015 UWMP...		250.00
HALF MOON BAY REVIEW	22578	03/28/2016	NOTICE OF PUBLIC HEARING AD...		80.00
Vendor HAL04 - HALF MOON BAY REVIEW Total:					330.00
Vendor: HAS01 - HASSETT HARDWARE					
HASSETT HARDWARE	22530	03/11/2016	WALL PLATE HINGE/WALL PLAT...		90.19
HASSETT HARDWARE	22530	03/11/2016	PLUG CORD/BLACK SILICONE/S...		113.73
HASSETT HARDWARE	22530	03/11/2016	CARGO BAR/FASTENERS/SCKT ...		117.34
HASSETT HARDWARE	22530	03/11/2016	GENERAL MAINTENACE HARD...		443.64
HASSETT HARDWARE	22530	03/11/2016	NIPPLE/HEX NIPPLE FOR PRV RE...		29.03
HASSETT HARDWARE	22530	03/11/2016	ELECTICAL TAPE/CHAIN COIL/T...		16.81
Vendor HAS01 - HASSETT HARDWARE Total:					810.74
Vendor: ASS01 - HEALTH BENEFITS ACWA-JPIA/CB&T					
HEALTH BENEFITS ACWA-JPIA/...	22519	03/08/2016	APR 2016 EE HEALTH CARE PR...		19,807.13
HEALTH BENEFITS ACWA-JPIA/...	22519	03/08/2016	APR 2016 RETIREE HEALTH CAR...		6,461.33
Vendor ASS01 - HEALTH BENEFITS ACWA-JPIA/CB&T Total:					26,268.46
Vendor: HAL01 - HMB BLDG. & GARDEN INC.					
HMB BLDG. & GARDEN INC.	22577	03/28/2016	4 EA OF 80 LBS QUIK MIX AND ...		57.05
HMB BLDG. & GARDEN INC.	22577	03/28/2016	REBAR 60 GRADE		30.66
HMB BLDG. & GARDEN INC.	22577	03/28/2016	CONCRET FOR DENNISTON WTP...		416.12
HMB BLDG. & GARDEN INC.	22577	03/28/2016	TROWEL FOR CONCRETE		44.90
Vendor HAL01 - HMB BLDG. & GARDEN INC. Total:					548.73
Vendor: HAL09 - HMB CHAMBER OF COMMERCE					
HMB CHAMBER OF COMMERCE	22579	03/28/2016	ANNUAL MEMBERSHIP RENEW...		447.00
Vendor HAL09 - HMB CHAMBER OF COMMERCE Total:					447.00
Vendor: IRO01 - IRON MOUNTAIN					
IRON MOUNTAIN	22582	03/28/2016	MAR 2016 OFFSITE DOCUMENT...		449.72
Vendor IRO01 - IRON MOUNTAIN Total:					449.72
Vendor: IRV01 - IRVINE CONSULTING SERVICES, INC.					
IRVINE CONSULTING SERVICES, ...	22583	03/28/2016	HELPDESK & SERVER MAINT/BA...		2,425.60
Vendor IRV01 - IRVINE CONSULTING SERVICES, INC. Total:					2,425.60
Vendor: IRV02 - IRVINE CONSULTING SERVICES, INC.					
IRVINE CONSULTING SERVICES, ...	22584	03/28/2016	ADJUSTABLE VENTED RACK M...		328.64
IRVINE CONSULTING SERVICES, ...	22584	03/28/2016	10 FT & 7 FT CAT 6 PATCH CABL...		382.42
IRVINE CONSULTING SERVICES, ...	22584	03/28/2016	ADJUSTABLE VENTED RACK MO...		272.64
Vendor IRV02 - IRVINE CONSULTING SERVICES, INC. Total:					983.70
Vendor: HOW01 - J. HOWARD ENGINEERING, INC					
J. HOWARD ENGINEERING, INC	22581	03/28/2016	PORTABLE METER REFUND		882.49
Vendor HOW01 - J. HOWARD ENGINEERING, INC Total:					882.49

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
Vendor: TET01 - JAMES TETER					
JAMES TETER	22620	03/28/2016	ENGINEERING SERVICES - ADMI...		2,290.61
JAMES TETER	22620	03/28/2016	ENGINEERING SERVICES-PILARC...		55.70
JAMES TETER	22620	03/28/2016	ENGINEERING SERVICES-PHASE...		5,757.12
Vendor TET01 - JAMES TETER Total:					8,103.43
Vendor: WHE03 - JOANNE WHELEN					
JOANNE WHELEN	22628	03/28/2016	LICENSE RENEWAL/SMALL WAT...		191.68
Vendor WHE03 - JOANNE WHELEN Total:					191.68
Vendor: EMM01 - JOHN EMMERY					
JOHN EMMERY	22570	03/28/2016	REFUND ON ACCT 019944-000		54.39
Vendor EMM01 - JOHN EMMERY Total:					54.39
Vendor: KAI01 - KAISER FOUNDATION HEALTH PLAN					
KAISER FOUNDATION HEALTH P...22531		03/11/2016	APRIL 2016 EE HEALTH CARE PR...		15,273.00
KAISER FOUNDATION HEALTH P...22531		03/11/2016	APRIL 2016 RETIREE HEALTH CA...		1,748.00
Vendor KAI01 - KAISER FOUNDATION HEALTH PLAN Total:					17,021.00
Vendor: KEN03 - KENNEDY/JENKS CONSULTANTS					
KENNEDY/JENKS CONSULTANTS	22586	03/28/2016	ENG. SERVICES FOR HYDRAULIC...		7,732.50
KENNEDY/JENKS CONSULTANTS	22586	03/28/2016	ENG SERVICES @ DENNISTON ...		25,936.10
Vendor KEN03 - KENNEDY/JENKS CONSULTANTS Total:					33,668.60
Vendor: KOF02 - KOFFLER ELECTRICAL MECHANICAL APPARATUS REPAIR					
KOFFLER ELECTRICAL MECHANI...	22588	03/28/2016	TROUBLESHOOT: INSPECTED P...		684.00
Vendor KOF02 - KOFFLER ELECTRICAL MECHANICAL APPARATUS REPAIR Total:					684.00
Vendor: DUF01 - LOGAN DUFFY					
LOGAN DUFFY	22527	03/11/2016	SCREEN REPLACED ON WORK C...		140.93
Vendor DUF01 - LOGAN DUFFY Total:					140.93
Vendor: MAS01 - MASS MUTUAL FINANCIAL GROUP					
MASS MUTUAL FINANCIAL GR...	22532	03/11/2016	GROUP#150347 CONF#IN0701...		2,195.65
MASS MUTUAL FINANCIAL GR...	22591	03/28/2016	GROUP#150347 CONF#IN0832...		2,195.65
Vendor MAS01 - MASS MUTUAL FINANCIAL GROUP Total:					4,391.30
Vendor: MET06 - METLIFE GROUP BENEFITS					
METLIFE GROUP BENEFITS	22592	03/28/2016	APRIL 2016 LONG TERM DISABIL..		1,732.23
Vendor MET06 - METLIFE GROUP BENEFITS Total:					1,732.23
Vendor: MIS01 - MISSION UNIFORM SERVICES INC.					
MISSION UNIFORM SERVICES I...	22593	03/28/2016	SHOP TOWELS/OFFICE MATS		81.68
MISSION UNIFORM SERVICES I...	22593	03/28/2016	SHOP TOWELS/OFFICE MATS		96.26
Vendor MIS01 - MISSION UNIFORM SERVICES INC. Total:					177.94
Vendor: MON07 - MONTEREY COUNTY LAB					
MONTEREY COUNTY LAB	22594	03/28/2016	JAN 2016 WATER SAMPLE ANA...		3,504.00
Vendor MON07 - MONTEREY COUNTY LAB Total:					3,504.00
Vendor: CHA05 - MOSES CHAN					
MOSES CHAN	22560	03/28/2016	REFUND ON ACCT 020247-000		60.76
Vendor CHA05 - MOSES CHAN Total:					60.76
Vendor: NAT02 - NATIONAL METER & AUTOMATION					
NATIONAL METER & AUTOMAT...	22596	03/28/2016	20 BEACON ORION CELLULAR E...		2,299.50
NATIONAL METER & AUTOMAT...	22596	03/28/2016	ORION CELLULAR STARTER KIT -...		2,737.50
NATIONAL METER & AUTOMAT...	22596	03/28/2016	24 ORION TRANSMITTERS		2,590.69
NATIONAL METER & AUTOMAT...	22596	03/28/2016	25 EA 1' NICOR CABLE		148.81
Vendor NAT02 - NATIONAL METER & AUTOMATION Total:					7,776.50
Vendor: NAT03 - NATIONAL PEN CO. LLC					
NATIONAL PEN CO. LLC	22597	03/28/2016	700 PENS FOR CUSTOMERS		784.92
Vendor NAT03 - NATIONAL PEN CO. LLC Total:					784.92
Vendor: OFF01 - OFFICE DEPOT					
OFFICE DEPOT	22598	03/28/2016	HP 3-PACK TONER		363.53
OFFICE DEPOT	22598	03/28/2016	PENS/FOOTREST/FILE FOLDERS...		180.95
OFFICE DEPOT	22598	03/28/2016	MULTIPACK GELSTICK		2.51
OFFICE DEPOT	22598	03/28/2016	FINE POINT PENS		24.85

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
OFFICE DEPOT	22598	03/28/2016	PAPER/PACKAGING TAPE/HP T...		273.82
OFFICE DEPOT	22598	03/28/2016	CALCULATOR		143.43
Vendor OFF01 - OFFICE DEPOT Total:					989.09
Vendor: ONT01 - ONTRAC					
ONTRAC	22599	03/28/2016	WATER SAMPLE DELIVERY 02/1...		138.51
ONTRAC	22599	03/28/2016	WATER SAMPLE DELIVERY 2/23...		125.82
ONTRAC	22599	03/28/2016	WATER SAMPLE DELIVERY 3/1/...		218.03
ONTRAC	22599	03/28/2016	WATER SAMPLE DELIVERY 3/10...		108.49
Vendor ONT01 - ONTRAC Total:					590.85
Vendor: MON10 - OSVALDO MONTEIRO					
OSVALDO MONTEIRO	22595	03/28/2016	2016-006-11788/420 ST. JOHN ...		75.00
Vendor MON10 - OSVALDO MONTEIRO Total:					75.00
Vendor: PAC01 - PACIFIC GAS & ELECTRIC CO.					
PACIFIC GAS & ELECTRIC CO.	22533	03/11/2016	FEB 2016 PILARCITOS CYN PUM...		48.65
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	BILL CORRECTIONS FOR PILARCI...		254.75
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	BILL CORRECTIONS PUMP EXP.		112.69
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	BILLING CORRECTIONS OFFICE		501.93
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	BILL CORRECTIONS PUMP EXP. ...		1,083.30
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	BILL CORRECTIONS PUMP EXP. ...		630.80
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	FEB16 PUMP EXP. PILARCITOS ...		5,338.46
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	FEB 2016 OFFICE ELECTRIC/GAS...		119.95
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	FEB 2016 PUMP EXP. DENNIST...		9,705.65
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	FEB 2016 PUMP EXP. CSP PUMP...		11,259.33
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	FEB 2016 PUMP EXP.		1,340.14
PACIFIC GAS & ELECTRIC CO.	22600	03/28/2016	FEB 2016 PUMP EXP. NUMES W...		2,322.59
Vendor PAC01 - PACIFIC GAS & ELECTRIC CO. Total:					32,718.24
Vendor: PAC06 - PACIFICA COMMUNITY TV					
PACIFICA COMMUNITY TV	22601	03/28/2016	FEB 2016 BOARD MEETING TAP...		250.00
Vendor PAC06 - PACIFICA COMMUNITY TV Total:					250.00
Vendor: PAU01 - PAULO'S AUTO CARE					
PAULO'S AUTO CARE	22603	03/28/2016	REPLACE REAR/FRONT PADS/R...		933.76
PAULO'S AUTO CARE	22603	03/28/2016	NEW BATTERY FOR F150 LIC# 1...		250.77
Vendor PAU01 - PAULO'S AUTO CARE Total:					1,184.53
Vendor: PIT04 - PITNEY BOWES					
PITNEY BOWES	22604	03/28/2016	MAR 2016 POSTAGE MACHINE...		215.83
Vendor PIT04 - PITNEY BOWES Total:					215.83
Vendor: PUB01 - PUB. EMP. RETIRE SYSTEM					
PUB. EMP. RETIRE SYSTEM	22534	03/11/2016	CALPERS ID#5381548204 PP 2/...		12,754.37
PUB. EMP. RETIRE SYSTEM	22605	03/28/2016	CALPERS ID #5381548204 PP 3/...		12,760.13
Vendor PUB01 - PUB. EMP. RETIRE SYSTEM Total:					25,514.50
Vendor: PUM01 - PUMP REPAIR SERVICE CO. INC.					
PUMP REPAIR SERVICE CO. INC.	22606	03/28/2016	PILARCITOS WELLS 3 & 3A REM...		5,260.00
PUMP REPAIR SERVICE CO. INC.	22606	03/28/2016	DENNISON WELL 9 REHABILITAT..		22,120.50
PUMP REPAIR SERVICE CO. INC.	22606	03/28/2016	PROBES WARRICK FOR PILARCI...		323.03
PUMP REPAIR SERVICE CO. INC.	22606	03/28/2016	DENNISTON EMERGENCY WORK...		575.00
Vendor PUM01 - PUMP REPAIR SERVICE CO. INC. Total:					28,278.53
Vendor: COU05 - RECORDER'S OFFICE					
RECORDER'S OFFICE	22522	03/08/2016	NOTICE OF WATER TRANSFER A...		24.00
Vendor COU05 - RECORDER'S OFFICE Total:					24.00
Vendor: CAR08 - REGISTER TAPES UNLIMITED, INC.					
REGISTER TAPES UNLIMITED, IN...	22559	03/28/2016	SAF26Y-0308 SAFEWAY CART A...		450.00
Vendor CAR08 - REGISTER TAPES UNLIMITED, INC. Total:					450.00
Vendor: REP02 - REPUBLIC SERVICES					
REPUBLIC SERVICES	22536	03/11/2016	FEB 2016 GARBAGE COLLECTIO...		364.57
Vendor REP02 - REPUBLIC SERVICES Total:					364.57

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
Vendor: RIC02 - RICOH USA INC					
RICOH USA INC	22608	03/28/2016	COLOR COPIER LEASE 3/15/16-4...		506.54
					Vendor RIC02 - RICOH USA INC Total:
					506.54
Vendor: RIC01 - RICOH USA, INC.					
RICOH USA, INC.	22607	03/28/2016	COLOR COPIER BASE CHARGE 3...		299.53
					Vendor RIC01 - RICOH USA, INC. Total:
					299.53
Vendor: ROB01 - ROBERTS & BRUNE CO.					
ROBERTS & BRUNE CO.	22609	03/28/2016	2 EA 6" ROMAC COUPLERS FOR ...		695.64
ROBERTS & BRUNE CO.	22609	03/28/2016	2 EA 4-10" PIPE STANDS FOR AL...		255.50
ROBERTS & BRUNE CO.	22609	03/28/2016	METER INSULATION KIT		19.12
					Vendor ROB01 - ROBERTS & BRUNE CO. Total:
					970.26
Vendor: ROG01 - ROGUE WEB WORKS, LLC					
ROGUE WEB WORKS, LLC	22610	03/28/2016	FEB 2016 WEBSITE POSTINGS/...		195.00
					Vendor ROG01 - ROGUE WEB WORKS, LLC Total:
					195.00
Vendor: SAN03 - SAN FRANCISCO WATER DEPT.					
SAN FRANCISCO WATER DEPT.	22612	03/28/2016	WATER PURCHASE 2/6/16-3/8/...		90,958.12
					Vendor SAN03 - SAN FRANCISCO WATER DEPT. Total:
					90,958.12
Vendor: SAN05 - SAN MATEO CTY PUBLIC HEALTH LAB					
SAN MATEO CTY PUBLIC HEALT...	22613	03/28/2016	FEB 2016 WATER SAMPLE ANAL...		614.00
					Vendor SAN05 - SAN MATEO CTY PUBLIC HEALTH LAB Total:
					614.00
Vendor: SER03 - SERVICE PRESS					
SERVICE PRESS	22614	03/28/2016	1500 SETS OF 3 PART METER C...		697.94
					Vendor SER03 - SERVICE PRESS Total:
					697.94
Vendor: YOU05 - SHAHLA & SCOTT YOUNG					
SHAHLA & SCOTT YOUNG	22630	03/28/2016	REFUND ON ACCOUNT 019469-...		22.94
					Vendor YOU05 - SHAHLA & SCOTT YOUNG Total:
					22.94
Vendor: SIM02 - SIMMS PLUMBING & WATER EQUIP, INC.					
SIMMS PLUMBING & WATER E...	22615	03/28/2016	PORTABLE METER REFUND		972.77
					Vendor SIM02 - SIMMS PLUMBING & WATER EQUIP, INC. Total:
					972.77
Vendor: SOU04 - SOUTHWEST VALVE, LLC					
SOUTHWEST VALVE, LLC	22617	03/28/2016	AUMA ACTUATOR - SERVICE TR...		875.00
					Vendor SOU04 - SOUTHWEST VALVE, LLC Total:
					875.00
Vendor: WAL04 - STEPHEN WALSH					
STEPHEN WALSH	22626	03/28/2016	2016-011-11767/440 BRIDGEP...		75.00
					Vendor WAL04 - STEPHEN WALSH Total:
					75.00
Vendor: STR02 - STRAWFLOWER ELECTRONICS					
STRAWFLOWER ELECTRONICS	22618	03/28/2016	MINI BAY 130V		27.27
					Vendor STR02 - STRAWFLOWER ELECTRONICS Total:
					27.27
Vendor: TEA02 - TEAMSTERS LOCAL UNION #856					
TEAMSTERS LOCAL UNION #856	22537	03/11/2016	MAR 2016 FIELD CREW UNION ...		973.00
					Vendor TEA02 - TEAMSTERS LOCAL UNION #856 Total:
					973.00
Vendor: TEA01 - TEAMWRKX CONSTRUCTION, INC.					
TEAMWRKX CONSTRUCTION, I...	22619	03/28/2016	RETENTION		43,555.29
					Vendor TEA01 - TEAMWRKX CONSTRUCTION, INC. Total:
					43,555.29
Vendor: TYL01 - TYLER TECHNOLOGIES, INC					
TYLER TECHNOLOGIES, INC	22621	03/28/2016	FINANCIAL/RELATIONSHIP/MA...		4,992.00
TYLER TECHNOLOGIES, INC	22621	03/28/2016	INCODE FINANCIAL/CONTENT/...		6,258.56
					Vendor TYL01 - TYLER TECHNOLOGIES, INC Total:
					11,250.56
Vendor: UNI12 - UNION BANK OF CALIFORNIA					
UNION BANK OF CALIFORNIA	22523	03/08/2016	ISSUE#3010359/ 2006B WATER...		131,595.32
					Vendor UNI12 - UNION BANK OF CALIFORNIA Total:
					131,595.32
Vendor: UNI07 - UNITED STATES POSTAL SERV.					
UNITED STATES POSTAL SERV.	22539	03/11/2016	REPLENISH POSTAGE METER		600.00
					Vendor UNI07 - UNITED STATES POSTAL SERV. Total:
					600.00

Monthly Claims Report

Payment Dates: 3/1/2016 - 3/31/2016

Vendor Name	Payment Number	Payment Date	Description (Payable)	(None)	Amount
Vendor: UNI15 - UNIVAR USA INC					
UNIVAR USA INC	22622	03/28/2016	15 PAILS POTASSIUM PERMAG...		4,716.48
Vendor UNI15 - UNIVAR USA INC Total:					4,716.48
Vendor: TEL02 - US TELEPACIFIC CORPORATION					
US TELEPACIFIC CORPORATION	22538	03/11/2016	MAR 2016 REOCCURRING PHONE..		1,774.01
Vendor TEL02 - US TELEPACIFIC CORPORATION Total:					1,774.01
Vendor: USA01 - USA BLUE BOOK					
USA BLUE BOOK	22623	03/28/2016	FLOATING SKIMMING NET/POL...		635.02
Vendor USA01 - USA BLUE BOOK Total:					635.02
Vendor: VAL01 - VALIC					
VALIC	22540	03/11/2016	GROUP#50594 CONF#0006649...		4,190.00
VALIC	22624	03/28/2016	GROUP#50594 CONF#0006662...		4,190.00
Vendor VAL01 - VALIC Total:					8,380.00
Vendor: VER02 - VERIZON WIRELESS					
VERIZON WIRELESS	22542	03/11/2016	2/16/16 - 3/15/16 WTP LAPTOP		40.01
VERIZON WIRELESS	22542	03/11/2016	1/16/16-2/15/16 FIELD CREW C...		339.87
VERIZON WIRELESS	22542	03/11/2016	1/16/16-2/16/16 FIELD CREW C...		424.06
Vendor VER02 - VERIZON WIRELESS Total:					803.94
Vendor: BAK01 - VIKAS BAKSHI					
VIKAS BAKSHI	22550	03/28/2016	PORTABLE METER REFUND		342.21
Vendor BAK01 - VIKAS BAKSHI Total:					342.21
Vendor: VIL01 - VILMONT INVESTMENT PROPERTIES					
VILMONT INVESTMENT PROPE...	22625	03/28/2016	REFUND ON ACCT 019938-000		75.00
Vendor VIL01 - VILMONT INVESTMENT PROPERTIES Total:					75.00
Vendor: WES01 - WEST YOST ASSOCIATES, INC					
WEST YOST ASSOCIATES, INC	22627	03/28/2016	2015 URBAN WATER MGMT PL...		3,319.00
WEST YOST ASSOCIATES, INC	22627	03/28/2016	FEASIBILITY STUDY HWY 92 PIPL...		3,701.31
Vendor WES01 - WEST YOST ASSOCIATES, INC Total:					7,020.31
Vendor: YIL01 - YUNUS YILMAZ					
YUNUS YILMAZ	22629	03/28/2016	REFUND ON ACCT 019508-000		97.33
YUNUS YILMAZ	22629	03/28/2016	REFUND ON ACCT 019507-000		9.70
Vendor YIL01 - YUNUS YILMAZ Total:					107.03
Grand Total:					711,442.02

Report Summary

Fund Summary

Fund	Payment Amount
1 - Water District Fund	711,442.02
Grand Total:	711,442.02

Account Summary

Account Number	Account Name	Payment Amount
1-1055-3001	CSP-General Equipment	436.68
1-1060-0808	PRV Replacement Program	29.03
1-1064-3000	Meter Change Program - ...	7,923.68
1-1067-5127	Telemetry-Scada Upgrade	5,051.05
1-1076-1311	WIP EG PS Emergency Ge...	62.50
1-1080-1001	WIP-El Granada Pipeline/F...	13,252.78
1-1080-1425	WIP-Denniston Wtr Suppl...	8,634.02
1-1080-1600	WIP-Ventura/Washington...	42,178.60
1-1080-5004	WIP-AVE CABRILLO Phase ...	5,757.12
1-1080-5032	WIP-HYDRAULIC MODEL ...	7,732.50
1-1080-5050	WIP-Pilarcitos Crk Bridge P..	55.70
1-1080-5062	WIP-Denniston PS & Pipel...	26,052.10
1-1085-5126	WIP-DISTRICT OFFICE RE...	43,555.29
1-1087-5128	WIP-TELEMETRY/SCADA ...	39,174.83
1-1088-1501	WIP-TYLER SOFTWARE 11...	17,438.06
1-1371-0000	Accounts Receivable-Con...	3,556.20
1-1431-0000	Inventory Clearing	695.64
1-1441-0000	Prepaid Insurance	20,567.00
1-2270-0000	Deposit for Transfer Fees	24.00
1-2295-0000	Union Dues Payables	973.00
1-2340-0000	Deferred Compensation-...	8,380.00
1-2341-0000	Deferred Comp - Hartford	4,391.30
1-5130-00	Water Purchased	90,958.12
1-5230-00	Nunes T P Pump Expense	2,322.59
1-5231-00	CSP Pump Station Pump E...	11,890.13
1-5232-00	Other Trans. & Dist Pump ...	1,452.83
1-5233-00	Pilarcitos Canyon Pump E...	5,641.86
1-5234-00	Denniston T P Pump Expe...	10,788.95
1-5242-00	CSP Pump Station Operati...	674.43
1-5243-00	CSP Pump Station Mainte...	440.73
1-5246-00	Nunes T P Operations - G...	1,497.38
1-5247-00	Nunes T P Maintenance	7,824.82
1-5248-00	Denniston T P Operations...	5,286.65
1-5249-00	Denniston T.P. Maintenan...	8,789.77
1-5250-00	Laboratory Expenses	4,708.85
1-5260-00	Maintenance - General	3,848.64
1-5260-11	Maintenance - Paving	498.41
1-5261-00	Maintenance - Well Fields	6,388.24
1-5261-40	Denniston Well Fields	22,120.50
1-5263-00	Uniforms	3,624.74
1-5318-00	Studies/Surveys/Consulti...	7,020.31
1-5321-00	Water Resources	3,510.00
1-5322-00	Community Outreach	1,034.92
1-5382-00	Engineering	2,290.61
1-5384-00	Computer Services	4,270.53
1-5435-00	Employee Medical Insura...	36,812.36
1-5436-00	Retiree Medical Insurance	8,316.33
1-5440-00	Employees Retirement Pl...	48,662.50
1-5510-00	Motor Vehicle Expense	7,041.80
1-5620-00	Office Supplies & Expense	4,718.61
1-5620-30	Office - Billing/Fulfillment ...	3,051.48
1-5620-31	Office - Payroll Services	1,104.15

Account Summary

Account Number	Account Name	Payment Amount
1-5620-32	Office - Equipment Leases	1,021.90
1-5620-34	Office - Communications	3,316.30
1-5625-00	Meetings / Training / Sem...	1,789.18
1-5687-00	Membership, Dues, Subscr..	1,207.00
1-5712-00	Debt Service/Existing Bon...	131,595.32
	Grand Total:	711,442.02

Project Account Summary

Project Account Key	Payment Amount
None	711,442.02
	Grand Total:
	711,442.02



Coastside County Water District

Monthly Budget Report Account Summary

For Fiscal: Current Period Ending: 03/31/2016

	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	701,082.00	545,525.13	-155,556.87	-22.19 %	7,345,743.00	6,800,305.70	-545,437.30	-7.43 %	9,863,916.00
	Total RevType: 1 - Operating:	701,082.00	545,525.13	-155,556.87	-22.19 %	7,345,743.00	6,800,305.70	-545,437.30	-7.43 %	9,863,916.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	3,333.33	3,018.97	-314.36	-9.43 %	29,999.97	67,229.20	37,229.23	124.10 %	40,000.00
1-4180-00	Late Notice - 10% Penalty	7,500.00	8,918.46	1,418.46	18.91 %	67,500.00	56,098.94	-11,401.06	-16.89 %	90,000.00
1-4230-00	Service Connections	833.00	982.53	149.53	17.95 %	7,497.00	9,501.34	2,004.34	26.74 %	10,000.00
1-4920-00	Interest Earned	0.00	0.00	0.00	0.00 %	1,912.50	2,438.55	526.05	27.51 %	2,550.00
1-4930-00	Tax Apportionments/County Checks	5,000.00	1,122.57	-3,877.43	-77.55 %	395,000.00	466,616.71	71,616.71	18.13 %	600,000.00
1-4950-00	Miscellaneous Income	3,083.00	5,290.15	2,207.15	71.59 %	27,747.00	23,004.78	-4,742.22	-17.09 %	37,000.00
1-4955-00	Cell Site Lease Income	11,603.75	12,129.09	525.34	4.53 %	104,433.75	107,416.95	2,983.20	2.86 %	139,245.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	200,000.00	325,710.11	125,710.11	62.86 %	200,000.00
	Total RevType: 2 - Non-Operating:	31,353.08	31,461.77	108.69	0.35 %	834,090.22	1,058,016.58	223,926.36	26.85 %	1,118,795.00
	Total Revenue:	732,435.08	576,986.90	-155,448.18	-21.22 %	8,179,833.22	7,858,322.28	-321,510.94	-3.93 %	10,982,711.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	169,350.00	111,958.12	57,391.88	33.89 %	2,032,645.00	1,842,194.96	190,450.04	9.37 %	2,871,947.00
1-5230-00	Nunes T P Pump Expense	2,458.00	722.59	1,735.41	70.60 %	22,122.00	22,746.84	-624.84	-2.82 %	29,500.00
1-5231-00	CSP Pump Station Pump Expense	5,000.00	-109.87	5,109.87	102.20 %	213,605.00	224,586.01	-10,981.01	-5.14 %	307,052.00
1-5232-00	Other Trans. & Dist Pump Expense	1,067.00	1,952.83	-885.83	-83.02 %	9,603.00	12,967.38	-3,364.38	-35.03 %	12,800.00
1-5233-00	Pilarcitos Canyon Pump Expense	3,540.00	7,141.86	-3,601.86	-101.75 %	13,825.00	21,369.53	-7,544.53	-54.57 %	18,000.00
1-5234-00	Denniston T P Pump Expense	15,604.00	13,788.95	1,815.05	11.63 %	63,147.00	36,170.02	26,976.98	42.72 %	90,100.00
1-5242-00	CSP Pump Station Operations	708.00	674.43	33.57	4.74 %	6,374.00	7,270.06	-896.06	-14.06 %	8,500.00
1-5243-00	CSP Pump Station Maintenance	3,083.33	440.73	2,642.60	85.71 %	27,749.97	4,713.25	23,036.72	83.02 %	37,000.00
1-5246-00	Nunes T P Operations - General	3,499.00	5,459.00	-1,960.00	-56.02 %	38,064.00	44,242.47	-6,178.47	-16.23 %	52,764.00
1-5247-00	Nunes T P Maintenance	4,625.00	7,880.21	-3,255.21	-70.38 %	41,625.00	45,595.22	-3,970.22	-9.54 %	55,500.00
1-5248-00	Denniston T P Operations-General	5,196.00	5,286.65	-90.65	-1.74 %	21,027.00	26,311.41	-5,284.41	-25.13 %	30,000.00
1-5249-00	Denniston T.P. Maintenance	2,667.00	11,586.77	-8,919.77	-334.45 %	24,003.00	33,956.67	-9,953.67	-41.47 %	32,000.00
1-5250-00	Laboratory Expenses	3,333.00	5,708.85	-2,375.85	-71.28 %	29,999.00	31,720.40	-1,721.40	-5.74 %	40,000.00
1-5260-00	Maintenance - General	22,375.00	11,646.57	10,728.43	47.95 %	201,375.00	180,141.83	21,233.17	10.54 %	268,500.00
1-5261-00	Maintenance - Well Fields	0.00	6,388.24	-6,388.24	0.00 %	40,000.00	25,992.20	14,007.80	35.02 %	40,000.00
1-5263-00	Uniforms	0.00	2,556.74	-2,556.74	0.00 %	0.00	5,126.41	-5,126.41	0.00 %	0.00
1-5318-00	Studies/Surveys/Consulting	20,000.00	7,020.31	12,979.69	64.90 %	180,000.00	113,336.29	66,663.71	37.04 %	240,000.00
1-5321-00	Water Resources	3,083.33	3,510.00	-426.67	-13.84 %	27,749.97	35,791.64	-8,041.67	-28.98 %	37,000.00

Monthly Budget Report

For Fiscal: Current Period Ending: 03/31/2016

		March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00	Community Outreach	7,925.00	1,034.92	6,890.08	86.94 %	71,325.00	7,616.40	63,708.60	89.32 %	95,100.00
1-5381-00	Legal	5,000.00	16,293.20	-11,293.20	-225.86 %	45,000.00	47,158.50	-2,158.50	-4.80 %	60,000.00
1-5382-00	Engineering	1,166.66	2,290.61	-1,123.95	-96.34 %	10,499.94	7,576.79	2,923.15	27.84 %	14,000.00
1-5383-00	Financial Services	0.00	0.00	0.00	0.00 %	24,000.00	9,360.00	14,640.00	61.00 %	24,000.00
1-5384-00	Computer Services	8,650.00	6,988.63	1,661.37	19.21 %	77,850.00	64,201.43	13,648.57	17.53 %	103,800.00
1-5410-00	Salaries/Wages-Administration	81,675.38	69,328.63	12,346.75	15.12 %	816,753.80	691,344.36	125,409.44	15.35 %	1,061,780.00
1-5411-00	Salaries & Wages - Field	86,038.92	88,798.17	-2,759.25	-3.21 %	860,389.20	842,681.44	17,707.76	2.06 %	1,118,506.00
1-5420-00	Payroll Tax Expense	11,773.53	12,106.27	-332.74	-2.83 %	117,735.31	107,613.16	10,122.15	8.60 %	153,056.00
1-5435-00	Employee Medical Insurance	43,954.75	36,812.36	7,142.39	16.25 %	395,592.75	340,561.28	55,031.47	13.91 %	527,457.00
1-5436-00	Retiree Medical Insurance	0.00	6,253.21	-6,253.21	0.00 %	0.00	12,831.99	-12,831.99	0.00 %	0.00
1-5440-00	Employees Retirement Plan	38,870.92	39,776.43	-905.51	-2.33 %	388,709.20	362,846.12	25,863.08	6.65 %	505,322.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	30,000.00
1-5510-00	Motor Vehicle Expense	4,638.00	4,445.97	192.03	4.14 %	41,739.00	32,922.74	8,816.26	21.12 %	55,650.00
1-5620-00	Office Supplies & Expense	13,706.25	13,876.14	-169.89	-1.24 %	123,356.25	135,067.93	-11,711.68	-9.49 %	164,475.00
1-5625-00	Meetings / Training / Seminars	2,000.00	2,531.38	-531.38	-26.57 %	18,000.00	12,099.19	5,900.81	32.78 %	24,000.00
1-5630-00	Insurance	6,250.00	6,633.52	-383.52	-6.14 %	86,250.00	75,929.44	10,320.56	11.97 %	115,000.00
1-5687-00	Membership, Dues, Subscript.	5,940.83	1,332.00	4,608.83	77.58 %	53,467.47	41,075.27	12,392.20	23.18 %	71,290.00
1-5688-00	Election Expenses	0.00	0.00	0.00	0.00 %	25,000.00	0.00	25,000.00	100.00 %	25,000.00
1-5689-00	Labor Relations	500.00	0.00	500.00	100.00 %	4,500.00	0.00	4,500.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	1,475.00	0.00	1,475.00	100.00 %	13,275.00	16,984.84	-3,709.84	-27.95 %	17,700.00
1-5705-00	State Fees	1,333.33	0.00	1,333.33	100.00 %	11,999.97	10,981.88	1,018.09	8.48 %	16,000.00
	Total ExpType: 1 - Operating:	586,487.23	512,114.42	74,372.81	12.68 %	6,178,356.83	5,533,085.35	645,271.48	10.44 %	8,358,799.00
	ExpType: 4 - Capital Related									
1-5712-00	Debt Service/Existing Bonds 2006B	135,897.00	131,595.32	4,301.68	3.17 %	485,889.00	482,491.78	3,397.22	0.70 %	485,889.00
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	338,024.00	336,545.79	1,478.21	0.44 %	338,024.00
	Total ExpType: 4 - Capital Related:	135,897.00	131,595.32	4,301.68	3.17 %	823,913.00	819,037.57	4,875.43	0.59 %	823,913.00
	Total Expense:	722,384.23	643,709.74	78,674.49	10.89 %	7,002,269.83	6,352,122.92	650,146.91	9.28 %	9,182,712.00
	Report Total:	10,050.85	-66,722.84	-76,773.69		1,177,563.39	1,506,199.36	328,635.97		1,799,999.00

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2015-2016**

3/31/2016

	Approved CIP Budget FY 15/16	Actual To Date FY 15/16	Projected Year-End FY 15/16	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 150,000	\$ 147,687	\$ 200,000	\$ (50,000)	98%	In progress
16-06	Portable Work Lights	\$ 6,000	\$ 9,208	\$ 9,208	\$ (3,208)	153%	Complete
99-02	Vehicle Replacement	\$ 30,000		\$ 30,000	\$ -	0%	
99-03	Computer Systems	\$ 5,000	\$ 3,886	\$ 5,000	\$ -	78%	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 3,988	\$ 3,988	\$ (988)	133%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000	\$ 36,237	\$ 60,000	\$ (30,000)	121%	Replaced two PRV's instead of one
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 17,113	\$ 20,000	\$ -	86%	Complete for FY16
09-23	District Digital Mapping	\$ 10,000		\$ 10,000	\$ -	0%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000		\$ 30,000	\$ -	0%	
15-01	Utility Billing Software Upgrade	\$ 150,000	\$ 78,893	\$ 150,000	\$ -	53%	Software transition to be complete by 4/2016
99-01	Meter Change Program	\$ 10,000	\$ 52,944	\$ 70,000	\$ (60,000)	529%	

Pipeline Projects

07-03	Pilarcitos Canyon Pipeline Replacement	\$ 100,000	\$ 9,255	\$ 100,000	\$ -	9%	Evaluating design
10-01	El Granada Pipeline Final Phase Replacement Project	\$ 2,000,000	\$ 173,988	\$ 850,000	\$ 1,150,000	9%	Construction in process- to be completed 5/2016
14-01	Replace 12" Welded Steel Line on Hwy 92 with 8" DI	\$ 300,000		\$ -	\$ 300,000		Project moved to FY 16/17
16-09	Slipline 10-inch Pipeline in Magellan at Hwy 1	\$ 100,000	\$ 12,098	\$ 20,000	\$ 80,000	12%	In design - will slip into next fiscal year

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Replacement	\$ 300,000	\$ 702	\$ 5,000	\$ 295,000	0%	Design complete, may not need tank
13-11	EG Tank #1 & Tank #2 Emergency Generators	\$ 75,000	\$ 6,635	\$ 100,000	\$ (25,000)	9%	Will go out to bid in March 2016

Water Supply Development

10-02	Denniston Pump Station & Pipeline Project (formerly Bridgeport Drive Pipeline Replacement Project)	\$ 110,000	\$ 255,490	\$ 300,000	\$ (190,000)		In design
12-04	Denniston Treated Water Booster Station	\$ 200,000		\$ 200,000	\$ -		In design
12-12	San Vicente Diversion & Pipeline	\$ 300,000		\$ -	\$ 300,000		Waiting for SWRCB time extension approval
14-24	Denniston/San Vicente EIR & Permitting	\$ 50,000	\$ 31,318	\$ 50,000	\$ -		
14-25	Water Shortage Plan Development	\$ 100,000		\$ -	\$ 100,000	0%	

Water Treatment Plants

16-01	Denniston WTP Coag Tank Motor Operated Valve	\$ 10,000		\$ 10,000	\$ -	0%	
16-02	Denniston WTP Filter Repairs	\$ 110,000	\$ 94,509	\$ 95,000	\$ 15,000	86%	Completed
16-03	Denniston WTP Filter Flow Meter Replacement	\$ 10,000		\$ 10,000	\$ -	0%	
16-04	Denniston WTP Pond Return Pump	\$ 25,000		\$ -	\$ 25,000	0%	Project not needed

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2015-2016**

		3/31/2016					
		Approved CIP Budget FY 15/16	Actual To Date FY 15/16	Projected Year-End FY 15/16	Variance vs. Budget	% Completed	Project Status/ Comments
16-05	Nunes Filter Valve Repairs & Replacements	\$ 15,000	\$ 2,778	\$ 15,000	-	19%	
99-05	Denniston Maintenance Dredging	\$ 35,000		-	\$ 35,000	0%	Will not dredge this year
FY 15/16 TOTALS		\$ 4,284,000	\$ 936,728	\$ 2,343,196	\$ 1,940,804		

Previous CIP Projects - paid in FY 15/16

	Sand for Nunes Drying Bed		\$ 29,680	\$ 29,680			
	Pilarcitos Road Improvement 2014		\$ 19,706	\$ 20,000			
	Admin Buiilding Repair/Remodel Project		\$ 80,809	\$ 80,809			Compketed, Retention Paid
PREVIOUS YEAR TOTALS		\$ -	\$ 130,194	\$ 130,488	\$ (130,488)		In Progress

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 15/16

	Ventura/Washington Pipeline Replacement Project		\$ 437,427	\$ 437,427			Completed, Retention Paid
	Water Recycling		\$ 51,653	\$ 55,000			
	Valve for Nunes Filter #3		\$ 5,133	\$ 5,133			
	New Fence for District Office		\$ 9,889	\$ 9,889			Completed
	Denniston Dam Repair		\$ 9,532	\$ 9,532			
	Replace 8 inch Pipeline Under Creek at Pilarcitos Avenue		\$ 7,260	\$ 7,260			
	New Valves for Nunes Surface Wash		\$ 1,227	\$ 1,227			
	Water Softener for Denniston Treatment Plant		\$ 2,495	\$ 2,495			
	Slip Lining - Near LaNebbia Winery		\$ 21,009	\$ 21,009			
	Avenue Cabrillo Phase 3B		\$ 6,194	\$ 6,194			
	Hydraulic Model Update and Analysis		\$ 7,733	\$ 7,733			
NON-BUDGETED TOTALS		\$ -	\$ 559,551	\$ 562,899	\$ (562,899)		

CIP TOTALS		\$ 4,284,000	\$ 1,626,473	\$ 3,036,583	\$ 1,247,417		
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**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
March 31, 2016**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,315,313.96
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$2,565,313.96
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$804,314.79
CSP T & S ACCOUNT	\$737,072.76

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,023,226.41
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DISTRICT CASH ON HAND	\$700.00
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TOTAL ACCOUNT BALANCES	\$2,565,313.96
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This report is in conformity with CCWD's Investment Policy.

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
Apr-15	2,205	88		1,697						3,990
May-15	2,543	559		3,415			4,204			10,720
Jun-15	6,115			554						6,670
Jul-15	5,824					718	1,235			7,777
Aug-15	8,255			625	88					8,968
Sep-15	764		1,147	206	1,348				941	4,405
Oct-15	2,259	88	500	1,609	6,164	504			118	11,241
Nov-15	3,920		176	1,113	5,014					10,224
Dec-15	1,535	617			1,970					4,122
Jan-16	2,673	970		798	941					5,382
Feb-16	2,969				1,000	7,859				11,828
Mar-16	8,572		272		60	8,282				17,187
TOTAL	47,635	2,323	2,095	10,016	16,584	17,364	5,439	0	1,058	102,514

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

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Apr-15	480		1,014	1,494	1,014
May-15	649	7,192	423	8,264	423
Jun-15	544	16,999		17,543	
Jul-15	480	11,378	1,014	12,872	1,014
Aug-15	480	9,845	85	10,409	85
Sep-15	480	11,362	507	12,349	507
Oct-15	480	10,853	1,372	12,705	1,372
Nov-15	480	2,095	1,606	4,180	1,606
Dec-15	480	1,389	4,901	6,770	4,901
Jan-16	480		4,392	4,872	4,392
Feb-16	1,926	6,083	338	8,347	338
Mar-16	2,291	5,812		8,103	
TOTAL	9,249	83,006	15,651	107,906	15,651

Calcon T&M Projects Tracking

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	8/31/15	9/30/15	10/31/15	11/30/15	12/31/15	1/31/16	2/29/16	Project Total Billing	Project Budget Remaining	CIP Project
CAL-13-EMG	Emergency Callout														
CAL-14-EMG	Emergency Callout														
CAL-15-EMG	Emergency Callout						\$410.48		\$1,107.50	\$5,488.33		\$5,633.06			
CAL-13-00	Calcon Project Admin/Miscellaneous														
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00								\$8,837.50	-\$617.50	08-17
CAL-13-02	Nunes Control System Upgrades		9/30/13	10/8/13	\$46,141.00								\$55,363.60	-\$9,222.60	FY13 CIP
CAL-13-03	Win 911 and PLC Software		9/30/13	10/8/13	\$9,717.00								\$12,231.74	-\$2,514.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit		11/26/13	11/27/13	\$31,912.21								\$66,572.54	-\$34,660.33	6-Dec
CAL-13-05													\$0.00	\$0.00	
CAL-13-06	Nunes Legacy Backwash System Removal		11/25/13	11/26/13	\$6,516.75								\$6,455.00	\$61.75	
CAL-13-07	Denniston Backwash FTW Valves		11/26/13	11/27/13	\$6,914.21								\$9,518.28	-\$2,604.07	
CAL-14-01	Denniston Wash Water Return Retrofit		1/28/14	2/14/14	\$13,607.00								\$13,591.60	\$15.40	
CAL-14-02	Denniston Calrifier SCADA Data		4/2/14	4/7/14	\$4,125.00								\$4,077.50	\$47.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter		4/2/14	4/7/14	\$2,009.50								\$0.00	\$2,009.50	
CAL-14-04	Phase I Control System Upgrade		4/2/14	4/7/14	\$75,905.56								\$44,459.14	\$31,446.42	
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00								\$27,980.71	\$9,972.29	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank		8/20/2014	8/20/2014	\$1,370.00								\$1,372.00	-\$2.00	
CAL-15-01	Main Street Monitors												\$6,779.42	-\$6,779.42	
CAL-15-02	Denniston To Do List												\$2,930.00	-\$2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters				\$6,612.50								\$5,833.26	\$779.24	
CAL-15-04	Phase II Control System Upgrade						\$7,292.50	\$22,711.88	\$16,250.78	\$44,910.86	\$24,466.83	\$14,452.50	\$130,085.35	-\$130,085.35	
CAL-15-05	Permanganate Water Flow						\$1,567.15						\$1,567.15	-\$1,567.15	
					\$244,391.23	\$0.00	\$8,859.65	\$22,711.88	\$16,250.78	\$44,910.86	\$24,466.83	\$14,452.50	\$397,654.79	-\$146,651.06	

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, 2016

- 1) **ROLL CALL** - President Arnie Glassberg called the special meeting to order at 6:30 p.m. Present at roll call: Directors Chris Mickelsen, Ken Coverdell, and Vice-President Glenn Reynolds. Director Steve Flint was absent. David Dickson, General Manager and Patrick Miyaki, Legal Counsel were also in attendance.
- 2) **PUBLIC COMMENT** - There were no public comments.
- 4) **CLOSED SESSION**
 - A. Pursuant to California Government Code Section §54957
Public Employee Appointment - Title: General Manager
- 4) **RECONVENE TO OPEN SESSION**

The Board reconvened into open session at 6:59 p.m. and reported that no action had been taken in the closed session.
- 6) **ADJOURNMENT** - The Special Board meeting was adjourned at 6:59 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Arnie Glassberg, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, March 8, 2016

- 1) **ROLL CALL:** President Arnie Glassberg called the meeting to order at 7:00 p.m. Present at roll call: Directors Ken Coverdell, Chris Mickelsen, and Vice-President Glenn Reynolds. Director Steve Flint was absent.

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **PUBLIC HEARING**

- **To allow community input on Coastside County Water District's Water Shortage Contingency Plan**
- **Consider Resolution 2016-01 Authorizing the Approval of a Water Shortage Contingency Plan**

President Glassberg opened the Public Hearing at 7:01 p.m. Ms. Brennan provided a presentation explaining that water shortage contingency planning and analysis is required for urban water suppliers and must be included in the water supplier's Urban Water Management Plan. She reviewed the requirements of the Urban Water Management Plan, the updates, and the objectives and elements of the Plan. Ms. Brennan responded to a few questions and comments from the Board members. There were no public comments. President Glassberg closed the Public Hearing at 7:50 p.m., at which time there was no additional discussion.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted by roll call vote to adopt Resolution 2016-01 Authorizing the Adoption of a Water Shortage Contingency Plan:

Director Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Absent
Vice-President Reynolds	Aye
President Glassberg	Aye

5) CONSENT CALENDAR

- A.** Approval of disbursements for the month ending February 29, 2016:
Claims: \$539,321.52; Payroll: \$86,733.64 for a total of \$626,055.16
➤ *February 2016 Monthly Financial Claims reviewed & approved by Director Reynolds*
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of January 26, 2016 Special Board of Directors Meeting
- D.** Approval of Minutes of February 9, 2016 Regular Board of Directors Meeting
- E.** Installed Water Connection Capacity and Water Meters Report
- F.** Total CCWD Production Report
- G.** CCWD Monthly Sales by Category Report – February 2016
- H.** Monthly Emergency Main and Service Repairs Report
- I.** Rainfall Reports
- J.** Notice of Completion – Administration Building Repair/Remodeling Project
- K.** SFPUC Hydrological Report for January 2016

Vice-President Reynolds reported that he had reviewed the monthly financial claims and found all to be in order.

ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted to accept and approve the Consent Calendar in its entirety:

Director Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Absent
Vice-President Reynolds	Aye
President Glassberg	Aye

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no reported meetings or Director comments.

7) GENERAL BUSINESS

A. Resolution of Intention to Approve an Amendment to Contract with California Public Employees’ Retirement System for Partial Service Retirement

Mr. Dickson provided the background of this agenda item, explaining that this Resolution of Intention would be the first step to complete a partial service retirement contract modification. He advised that under this potential option, a District employee eligible for retirement may reduce work time between 20% and 60% and receive a partial service retirement allowance corresponding to the reduction.

ON MOTION BY Vice-President Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote, to approve Resolution 2016-02, a Resolution of Intention to Approve an Amendment to Contract Between the Board of Administration California Public Employees’ Retirement System and the Board of Directors Coastside County Water District.

Director Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Absent
Vice-President Reynolds	Aye
President Glassberg	Aye

B. Amended Fiscal Year 2016-2017 Budget Process Timeline

Mr. Dickson presented the revised and updated Budget Process Timeline, noting that staff would be contacting the Board members to schedule the additional committee meetings and the budget workshop.

C. Draft Fiscal Year 2016-2017 Operations Budget and Draft Fiscal Year 2016/2017 to 2025/2026 Capital Improvement Program

Ms. Rogren presented the draft budget and highlighted the budget-to-budget comparison. Draft operating expense key assumptions, budget risks, and the draft proposed capital improvement program projects were also reviewed. Mr. Dickson and Ms. Rogren answered a few questions from the Board members.

8) GENERAL MANAGER’S REPORT & MONTHLY INFORMATIONAL REPORTS

- Recycled Water Update - Mr. Dickson advised the Board that the next SAM-CCWD joint Recycled Water Committee meeting has been scheduled for March 21, 2016. Mr. Dickson and Ms. Rogren shared Ms. Rogren’s brief photo presentation of a recent tour of the Silicon Valley Advanced Water Purification Center attended by some staff members.
 - March 3, 2016 BAWSCA Water Supply Management Representatives Meeting - Mr. Dickson briefed the Board on this recent meeting, including an optimistic summary of the status of SFPUC’s water supply. He also advised that there was significant discussion devoted to several BAWSCA agency initiatives exploring potable reuse of recycled water.
- A. Operations Report - Mr. Guistino reviewed monthly operations highlights, including well activity, and the Stone Dam Pipeline Replacement Project.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items from the Board.

10) ADJOURNMENT - The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Arnie Glassberg, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 5, 2016

- 1) **ROLL CALL** - President Arnie Glassberg called the special meeting to order at 2:01 p.m. Present at roll call: Directors Chris Mickelsen, Ken Coverdell, and Vice-President Glenn Reynolds. Director Steve Flint was absent. David Dickson, General Manager, Mary Rogren, Assistant General Manager; Cathleen Brennan, Water Resource Analyst; and JoAnne Whelen, Administrative Assistant/Recording Secretary were also in attendance.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments.
- 4) **GENERAL BUSINESS**
 - A. **Work Session - Proposed Draft Fiscal Year 2016-2017 Operations Budget and Draft Fiscal Year 2016/2017 to 2025/2026 Capital Improvement Program and District Financing Plan**

Ms. Rogren summarized the Draft Operations Budget, reviewing proposed 2016/2017 water sales and draft operating expenses highlights, featuring water purchased, electricity, salaries, and other expenses. She also discussed potential budget risks, including reduced water sales, heavier reliance on SFPUC, as well as continued increases in SFPUC water costs. Next Ms. Rogren reviewed the District's 10-year Financing Plan, emphasizing the operating budget requirements and risk, the Capital Improvement Program, the level of reserves and the District's emergency funds.

Mr. Dickson also reviewed the Capital Improvement Program in detail, including the proposed individual projects and their importance, timing, and cost.

B. Consideration of process to fill vacancy on Board of Directors

President Glassberg introduced this item, announcing that Director Steve Flint would be resigning as of the April 12, 2016 Board meeting and that the Board has two options to consider, to decide whether the vacancy on the Board will be filled by appointment or by election and if the vacancy is to be filled by appointment, to provide direction to staff to post the required notice of the vacancy and specify what to include in the notice.

ON MOTION BY Director Reynolds and seconded by Director Mickelsen, the Board voted by roll call vote to fill the vacant position opened by Steve Flint's resignation by appointment as opposed to calling for an election to fill the vacancy:

Director Mickelsen	Aye
Director Coverdell	Aye
Director Flint	Absent
Vice-President Reynolds	Aye
President Glassberg	Aye

Mr. Dickson explained the process for the Board to appoint a successor, which includes posting a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment. He also advised that the Board has a significant amount of flexibility in determining how it wants to select a successor, but must do so within 60 days of April 12, 2016, the effective date of the vacancy. Discussion ensued among the Board and direction was given to staff to provide the notice of vacancy to San Mateo County, and to post the notice of vacancy soliciting expressions of interest. Additionally, the Board agreed that President Glassberg and Vice-President Reynolds would review expressions of interest received and make recommendations regarding further steps in the selection process.

5) ADJOURNMENT

The special meeting was adjourned at 3:56 p.m.

Respectfully submitted,

David R. Dickson, General Manager

Arnie Glassberg, President
Board of Directors

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

FY 2016

Installed Water Connection Capacity	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													0
5/8" meter	1	1	2		1			1	1				7
3/4" meter		4			2								6
1" meter													0
1 1/2" meter													0
2" meter													0
3" meter													0
HMB Priority													
0.5" capacity increase													0
5/8" meter													0
3/4" meter													0
1" meter													0
1 1/2" meter													0
2" meter													0
County Non-Priority													
0.5" capacity increase													0
5/8" meter			1	1	1				1				4
3/4" meter							1						1
1" meter													0
County Priority													
5/8" meter													0
3/4" meter			1										1
1" meter													0
Monthly Total	1	5	4	1	4	0	1	1	2	0	0	0	19

5/8" meter = 1 connection
 3/4" meter = 1.5 connections
 1" meter = 2.5 connections
 1.5" meter = 5 connections
 2" meter = 8 connections
 3" meter = 17.5 connections

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	1	7	2		3.5			1	1				15.5
HMB Priority													0
County Non-Priority			1	1	1		1.5		1				5.5
County Priority			1.5										1.5
Monthly Total	1	7	4.5	1	4.5	0	1.5	1	2	0	0	0	22.5

Fiscal Year 2016 Water Service Installations

FY 2016

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
048-211-060	Taffera, Anthony	421 Wave Ave	HMB	5/8"	dom	10-Jul-15	with 1" fire
056-141-700	Belloni, Paula	456-458 Oak Street	HMB	5/8"	dom	31-Jul	second unit meter
064-092-550	Shaw, Dan	401 Filbert Street	HMB	1"	fire	4-Aug-15	fire only
066-600-080	Carnoustie LLC	241 Bayhill Rd	HMB	3/4"	dom	21-Aug-15	with 2" fire
066-600-110	Carnoustie LLC	116 Carnoustie Dr	HMB	3/4"	dom	21-Aug-15	with 2" fire
066-600-100	Carnoustie LLC	118 Carnoustie Dr	HMB	3/4"	dom	21-Aug-15	with 2" fire
066-600-090	Carnoustie LLC	231 Bayhill Rd	HMB	3/4"	dom	25-Aug-15	with 2" fire
064-231-270	McGregor, Paul	483 Poplar Street	HMB	5/8"	dom	31-Aug-15	with 1" fire
037-320-350	Lea, David and Patricia	6 Denniston Road	EG	3/4"	dom	2-Sep-15	with 2" fire
056-143-330	Taffera, Anthony	447 Laurel Ave	HMB	5/8"	dom	11-Sep-15	with 1" fire
056-104-150	Carey, Robert	208 Valdez	HMB	5/8"	dom	18-Sep-16	1" fire installed 25 Jan 16
047-113-210	Coffield, Lyle	925 Ferdinand Ave	EG	5/8"	dom	25-Sep-15	with 1" fire
048-054-130	Garrison, Michi	375 Miramar Drive	EG	5/8"	dom	2-Oct-15	with 1" fire
066-600-320	Carnoustie LLC	120 Carnoustie Drive	HMB	3/4"	dom	4-Nov-15	with 2" fire
056-191-070	Mithal, Arti	728 Main Street	HMB	5/8"	dom	5-Nov-15	second unit meter with 1" fire
047-222-100	Wenzel, Lutz	477 Avenue Portola	EG	5/8"	dom	9-Nov-15	fire not installed yet
056-081-370	Moules, Roberty and Bertin	690 Terrace Ave.	HMB	5/8"	dom	18-Nov-15	with 1" fire
056-144-290	KN Properties	481/483/485 Pine St.	HMB	3/4"	dom	10-Nov-15	with 5/8" irrigation and 2" fire
048-023-350	Bakshi, Reema	321 Cortez Ave	EG	3/4"	dom	27-Jan-16	with 1" fire
064-232-440	McGregor, Paul	484 Poplar Street	HMB	5/8"	dom	8-Feb-16	with 1" fire
048-056-060	Carey, Tom	412 Lee Ave.	Mirmar	5/8"	dom	1-Mar-16	with 1" fire
048-021-400	Ralston, Randy	311 Magellan Ave.	Mirmar	5/8"	dom	25-Mar-16	with 1" fire


TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2016

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	57.33	57.33	2.57	54.76
AUG	0.00	0.00	0.00	0.00	62.00	62.00	2.07	59.93
SEPT	0.00	0.00	0.00	0.00	59.07	59.07	2.93	56.14
OCT	0.00	0.00	0.00	0.00	56.60	56.60	2.44	54.16
NOV	0.00	0.00	2.07	0.00	42.44	44.51	2.45	42.06
DEC	0.00	12.51	9.44	0.00	17.68	39.63	3.03	36.60
JAN	0.00	11.84	15.14	0.00	10.96	37.94	2.67	35.27
FEB	0.00	17.51	11.08	7.89	3.27	39.75	2.19	37.56
MAR	0.05	9.33	13.85	15.86	0.11	39.20	3.21	35.99
APR								
MAY								
JUN								
TOTAL	0.05	51.19	51.58	23.74	309.47	436.03	23.56	412.47
% MONTHLY TOTAL	0.13%	23.80%	35.33%	40.45%	0.29%	100.00%	8.18%	91.82%
% ANNUAL TO DATE TOTAL	0.0%	11.7%	11.8%	5.4%	71.0%	100.0%	5.40%	94.6%
Local vs Imported-month	99.7%	0.29%	CCWD vs SFPUC- month		59.3%	40.7%		
Local vs Imported-annual	29.0%	71.0%	CCWD vs SFPUC- annual		23.6%	76.4%		
	Local Source	Imported Source						

12 Month Running Treated Total **557.56**

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2015

	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.48	2.32	0.00	0.00	71.96	74.76	3.10	71.67
AUG	0.10	0.82	0.00	0.00	73.97	74.89	3.00	71.89
SEPT	0.05	0.60	0.00	0.00	59.58	60.23	2.89	57.34
OCT	0.00	0.00	0.00	0.00	57.13	57.13	2.15	54.98
NOV	0.01	0.93	4.43	0.00	41.00	46.37	2.18	44.19
DEC	0.20	2.19	10.67	9.68	16.37	39.11	2.19	36.92
JAN	0.64	13.95	8.44	20.23	10.52	53.78	3.17	50.61
FEB	0.51	12.88	8.56	25.95	2.43	50.33	2.36	47.97
MAR	0.81	12.59	8.8	25.67	2.02	49.89	2.70	47.19
APR	1.31	14.34	0.00	31.85	1.38	48.88	2.54	46.34
MAY	0.60	6.18	0.00	30.04	7.37	44.19	1.65	42.54
JUN	0.00	0.00	0	0.00	56.87	56.87	0.67	56.20
TOTAL	4.71	66.80	40.90	143.41	400.60	656.42	28.58	627.85
% TOTAL	0.7%	10.2%	6.2%	21.8%	61.0%	100.0%	4.35%	95.6%

 denotes estimated due to faulty SFPUC meter

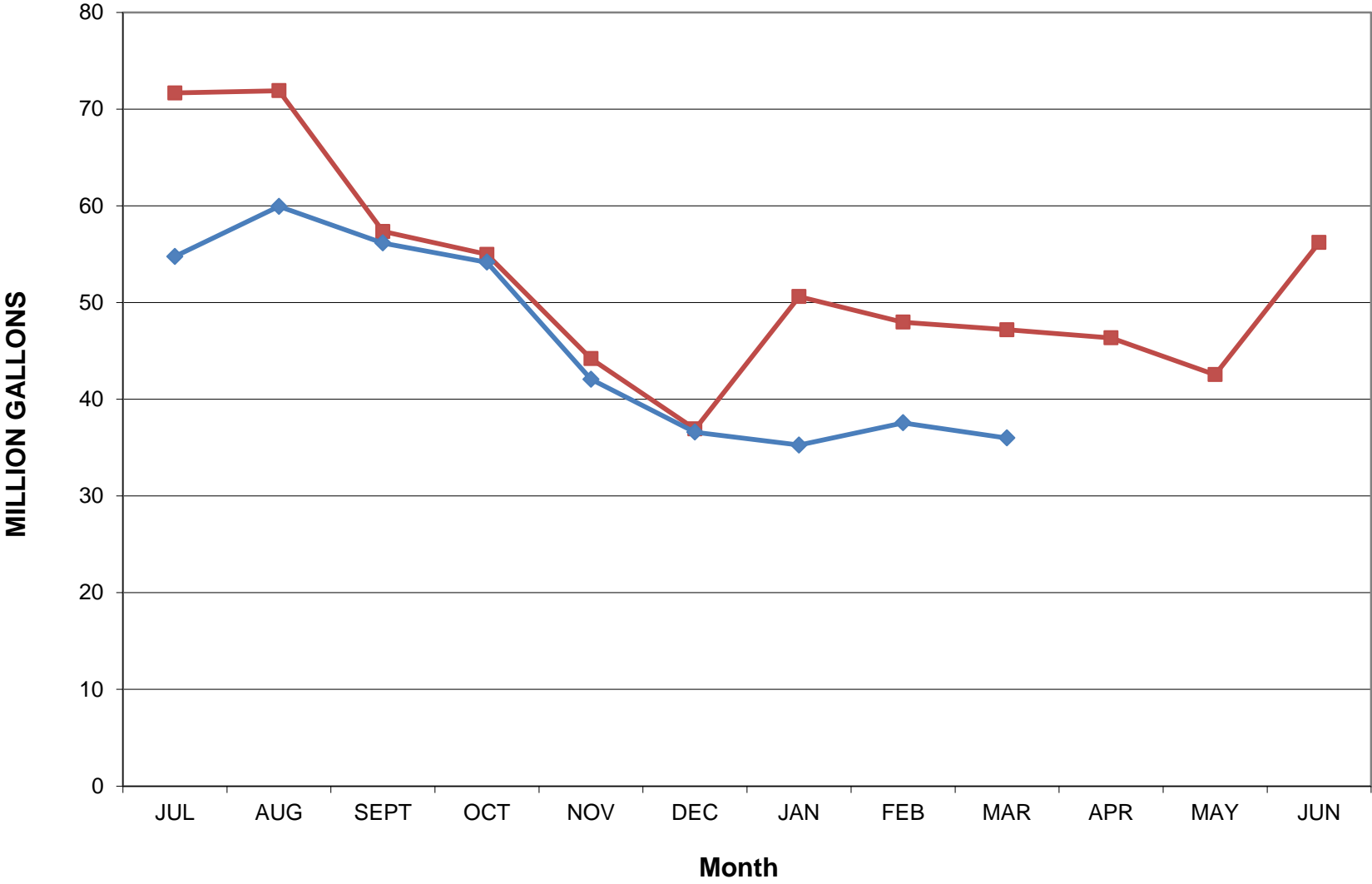
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 16

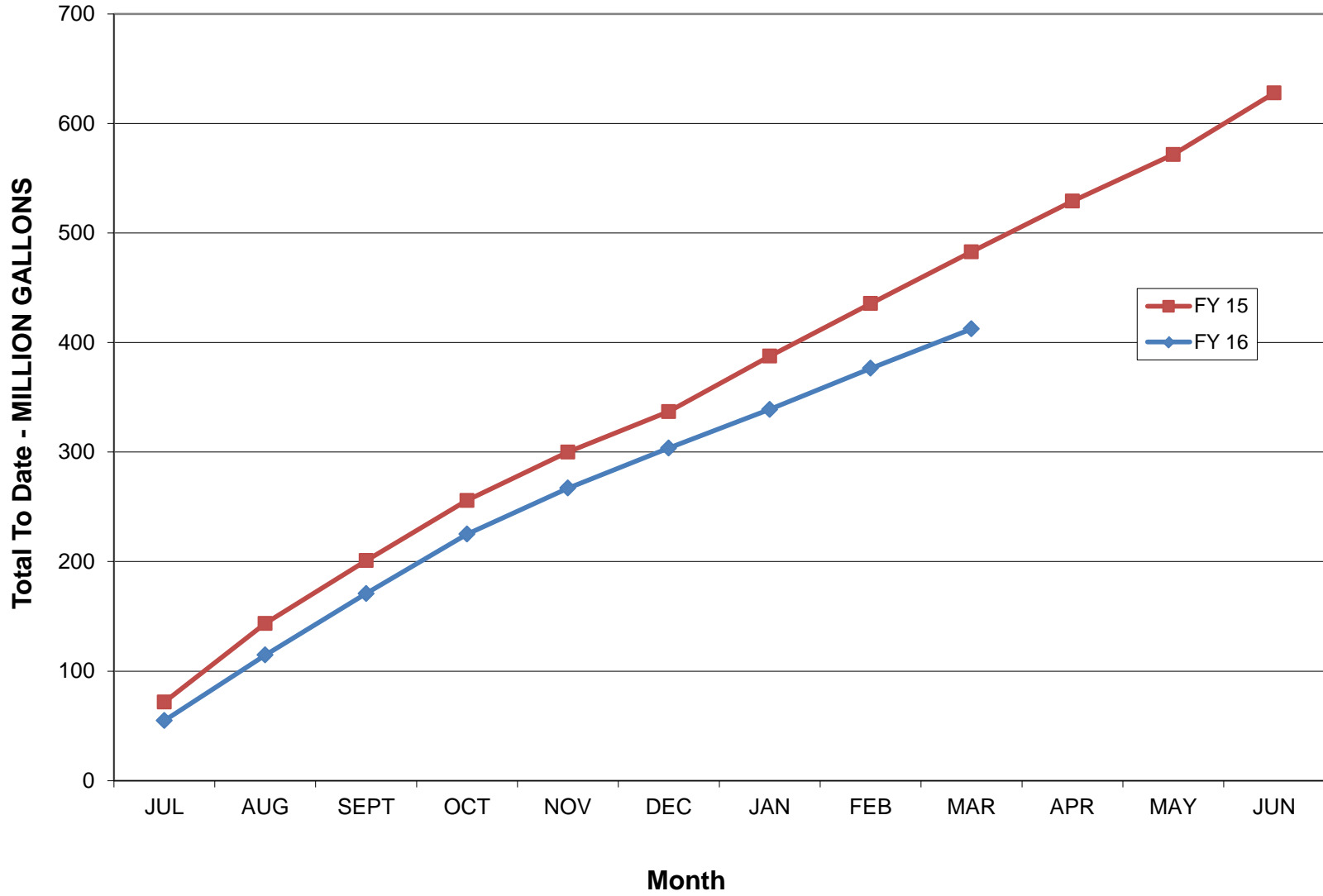
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-15	0.00	2.32	2.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57.33	62.94	5.61	57.33	62.94
Aug-15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.00	65.62	3.62	62.00	65.62
Sep-15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	59.07	52.90	-6.17	59.07	52.90
Oct-15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.60	50.89	-5.71	56.60	50.89
Nov-15	0.00	0.97	0.97	0.00	0.01	0.01	2.07	4.94	2.87	0.00	0.00	0.00	42.44	35.50	-6.94	42.44	35.50
Dec-15	12.51	3.74	-8.77	0.00	0.20	0.20	9.44	8.98	-0.46	0.00	9.17	9.17	17.68	14.73	-2.95	17.68	23.90
Jan-16	11.84	8.23	-3.61	0.00	0.60	0.60	15.14	8.98	-6.16	0.00	36.69	36.69	10.96	0.00	-10.96	10.96	36.69
Feb-16	17.51	8.23	-9.28	0.00	0.60	0.60	11.08	8.98	-2.10	7.89	21.17	13.28	3.27	0.00	-3.27	11.16	21.17
Mar-16	9.33	8.23	-1.10	0.05	0.60	0.55	13.85	8.98	-4.87	15.86	29.63	13.77	0.11	0.00	-0.11	15.97	29.63
Apr-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	41.61
May-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	62.06
Jun-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	58.53
MG Totals	51.19	31.72	-19.47	0.05	2.01	1.96	51.58	40.85	-10.73	23.75	96.66	72.91	309.46	282.58	-26.89	333.21	541.44

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	102.82	74.58	333.21	379.24	436.03	453.82	17.78
% Total	23.58%	16.43%	76.42%	83.57%	96.08%		

Monthly Production FY 15 vs FY 16



Cumulative Production FY 15 vs.FY16



Plant Water Use*			Unmetered Water								MG		
	Denniston Plant	Nunes Plant	Total	2016									
				Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Denniston Holding Pond	Autoflush	Tank Level Difference	Total	
JAN	1.070	1.430	2.500	0.005	0.022	0.000	0.006	0.000	0.013	0.139	0.002	2.686	
FEB	1.220	1.130	2.350	0.001	0.012	0.010	0.000	0.000	0.011	0.139	-0.326	2.197	
MAR	0.850	1.610	2.460	0.000	0.011	0.010	0.030	0.013	0.270	0.139	0.274	3.206	
APR												0.000	
MAY												0.000	
JUN												0.000	
JUL												0.000	
AUG												0.000	
SEP												0.000	
OCT												0.000	
NOV												0.000	
DEC												0.000	
TOTAL	3.14	4.17	7.31	0.01	0.04	0.02	0.04			0.42	-0.05	8.09	

MONTH/YEAR

Coastside County Water District Monthly Discharge Report

EMERGENCY MAIN AND SERVICE REPAIRS

ID	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Environmental Damage? Y/N**	If Yes chlorine residual after dechlor	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
											Staff	Hours		
1	3/23/2016	3/25/16	1009 Miramontes Street. HMB											
				M	2 Galv	8,640	N		\$1,125.00	\$180.00	4	4.5	\$900	\$2,205.00
2	3/25/2016	3/25/2016	Wavecrest Road HMB											
				M	2 Galv	1,800	N		\$8.75	\$140.00			\$525	\$673.75
3														
														\$0.00
4														
														\$0.00
5														
														\$0.00
6														
														\$0.00
7														
														\$0.00
8														
														\$0.00
Totals						10,440			\$1,133.75	\$320.00	4	4.5	\$1,425	\$2,878.75
*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services									** If Yes, include photos of damage			Staff x hours = 18		

MONTH/YEAR												
NEW WATER LINE FLUSHING REPORT								OTHER DISCHARGES				
	Date	Project/Location	Pipe Size & Type	Estimated Water Flushed (Gallons)	Chlorine Residual after dechlor	pH	Duration of Discharge (minutes)	Total Volumes (gallons)				
1								Flushing Program				
2								Reservoir Cleaning				
3								Automatic Blowoffs	139000			
3								Dewatering Operations	269722			
4								Other (includes flow testing)	13000			
DEWATERING OPERATIONS GREATER THAN 350,000 GALLONS (requires prenotification to CWRCB)								Number of planned or emergency discharges greater than 50,000 gallons				
	Date	Location	Volume	pH			Chlorine Residual after dechlor			Duration (min)	2	
				5 min	20 min	end	5 min	20 min	end			
1												
2												
ANNUAL REPRESENTATIVE MONITORING												
	Date	Location	Volume	pH	Chlorine Residual after dechlor							
1						PLANNED DISCHARGES MONTHLY TOTAL (MG)						
										0.421722		

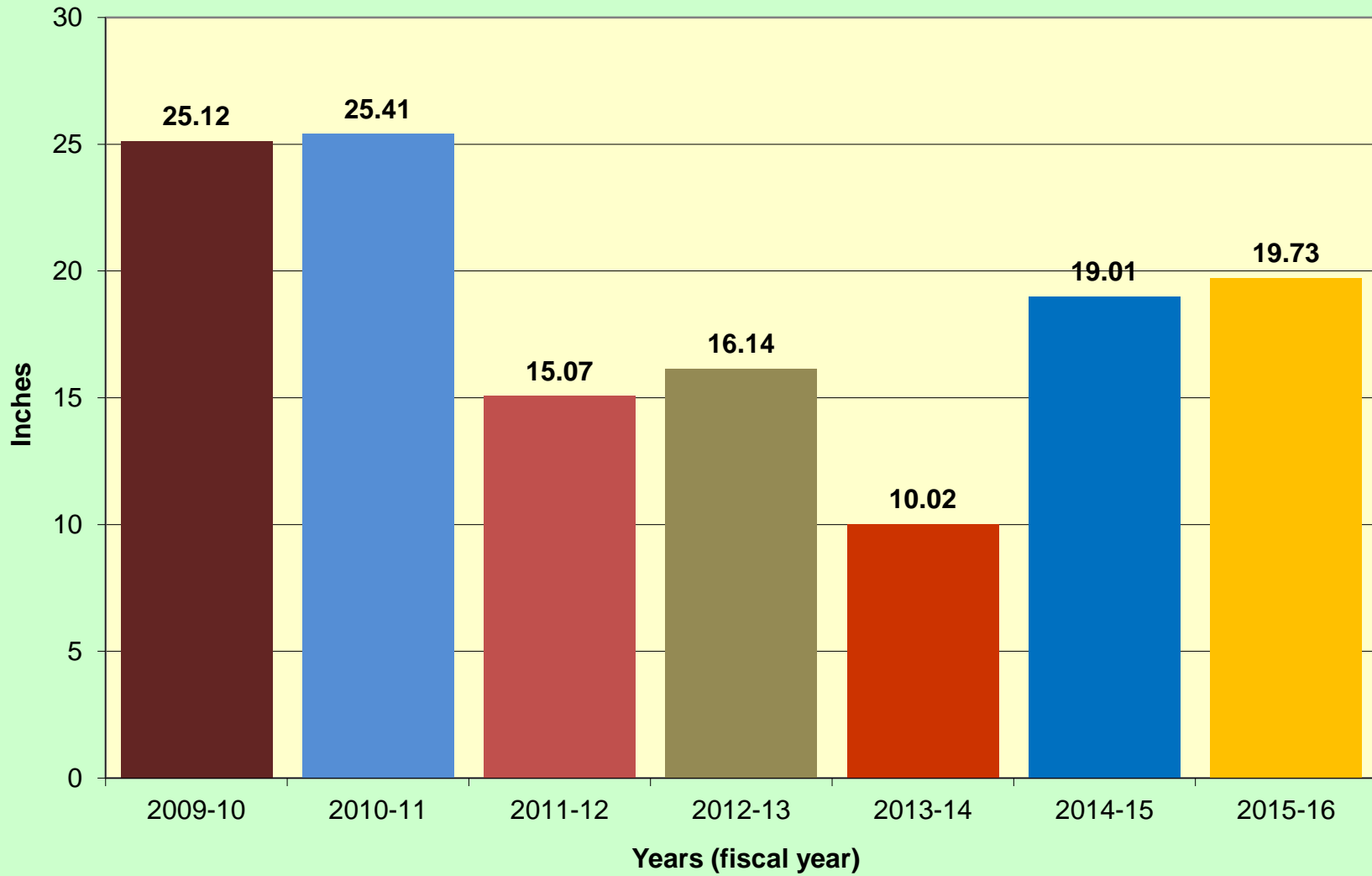
Coastside County Water District
 766 Main Street
 July 2015 - June 2016

District Office
 Rainfall in Inches

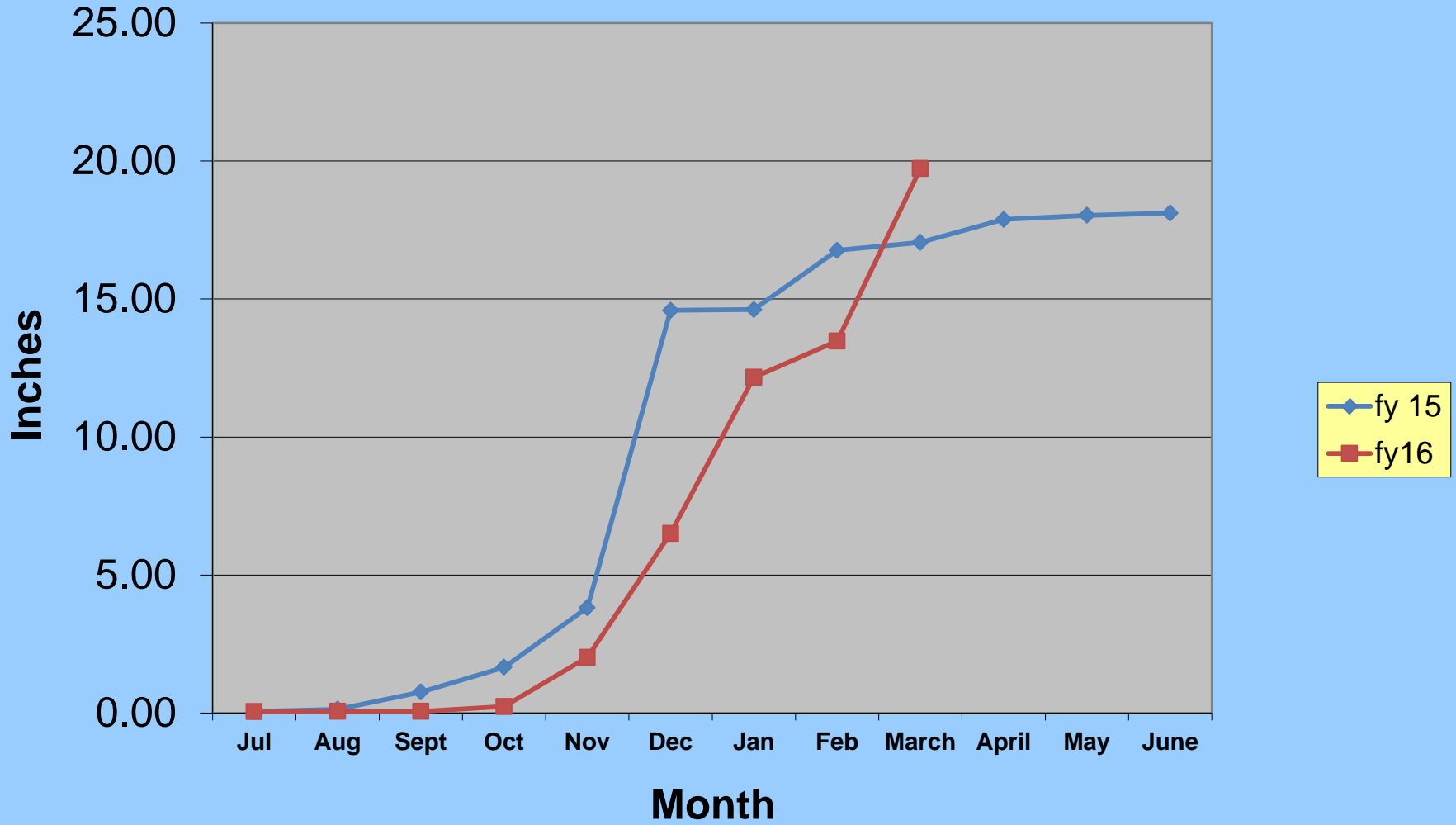
	2015						2016					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.05	0	0	0	0			
2	0	0	0	0	0.57	0	0	0.33	0			
3	0	0	0	0	0	0.37	0.06	0	0.1			
4	0	0	0	0	0.01	0.02	0.12	0	0.44			
5	0.01	0	0	0	0	0	1.04	0	1.84			
6	0	0	0	0	0	0.14	0.91	0	0.98			
7	0	0	0	0	0	0.02	0.05	0	0.22			
8	0	0	0	0	0.02	0	0.01	0	0.04			
9	0.02	0	0	0	0.32	0.01	0.01	0	0.13			
10	0	0	0	0	0.01	0.44	0	0	0.76			
11	0	0.01	0	0	0	0.1	0	0	0.4			
12	0	0	0	0	0.01	0	0	0	0.37			
13	0	0	0	0	0	0.33	0.22	0.01	0.59			
14	0.01	0	0	0	0	0	0.15	0	0			
15	0.01	0	0	0	0.53	0	0.15	0	0			
16	0	0	0	0	0	0	0.12	0	0			
17	0	0	0	0	0	0	0.87	0.6	0			
18	0	0	0	0.05	0.01	0.38	0.26	0.17	0			
19	0	0	0	0.05	0.01	0.09	0.9	0.15	0			
20	0	0	0	0.01	0	0.89	0.01	0.01	0.3			
21	0	0	0	0.01	0.01	1.13	0	0	0.06			
22	0	0	0	0	0	0.23	0.24	0.01	0			
23	0	0	0	0.01	0	0	0.23	0	0.01			
24	0	0	0	0	0.18	0.25	0.01	0	0			
25	0	0	0	0	0.05	0.03	0	0	0			
26	0	0	0	0.01	0	0	0.01	0.02	0			
27	0	0	0	0.03	0	0.02	0	0.01	0.01			
28	0	0	0	0	0	0.02	0	0	0			
29	0	0	0	0	0	0.01	0.28	0.01	0			
30	0	0	0	0.01	0	0.01	0		0			
31	0	0		0		0	0		0			
Mon.Total	0.05	0.01	0.00	0.18	1.78	4.49	5.65	1.32	6.25	0.00	0.00	0.00
Year Total	0.05	0.06	0.06	0.24	2.02	6.51	12.16	13.48	19.73	19.73	19.73	19.73

Rain Totals

Fiscal Years 10 - 16



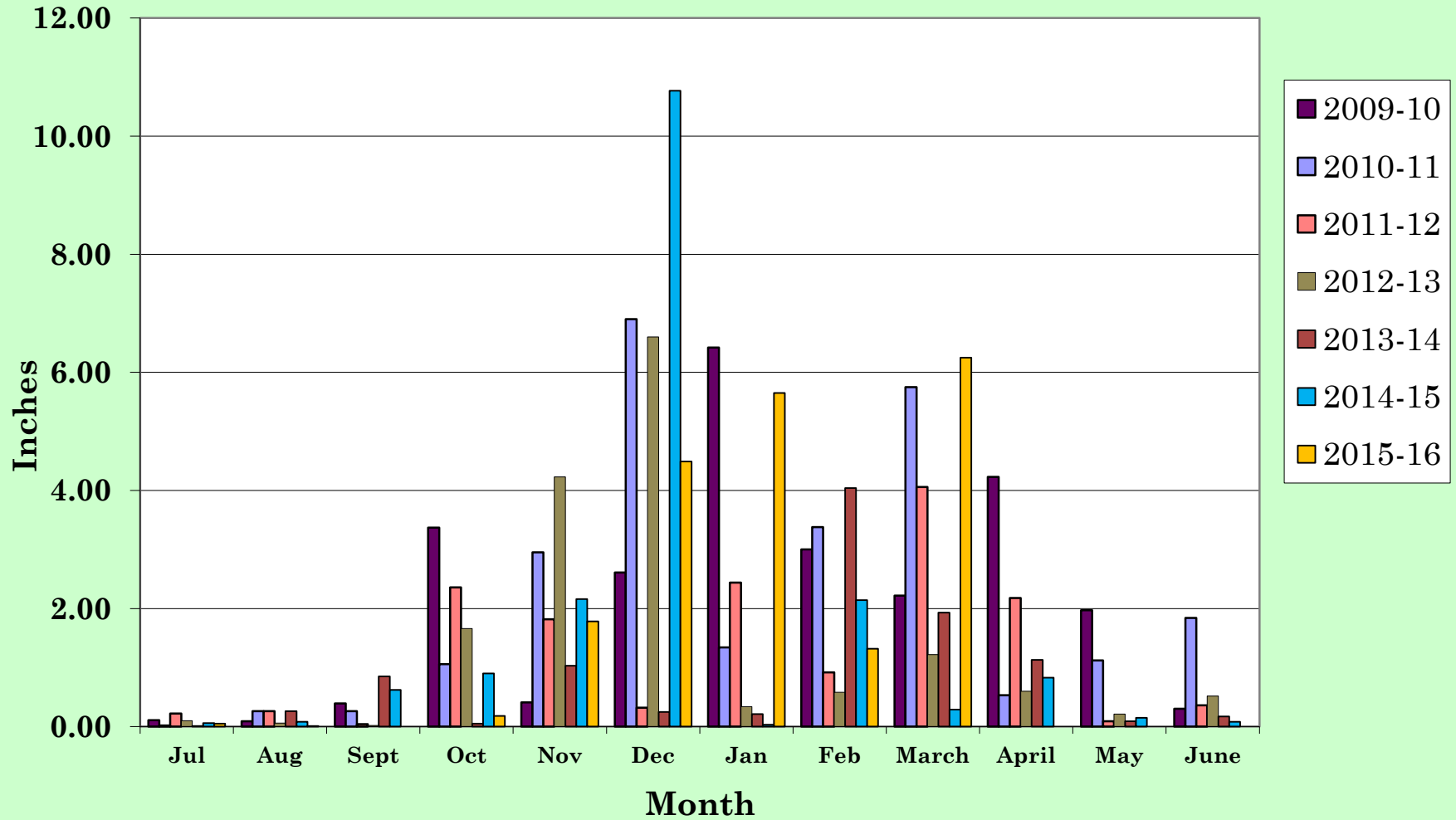
Rainfall Total Comparison Fiscal Years 15 and 16



Coastside County Water District

Rainfall by Month

Fiscal Years 09 - 15



MONTHLY CLIMATOLOGICAL SUMMARY for MAR. 2016

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	56.6	68.0	11:30a	45.3	7:00a	8.9	0.5	0.00	0.9	9.0	1:00p	E
2	55.9	62.3	1:00p	49.0	4:30a	9.1	0.0	0.00	1.1	9.0	1:00p	WSW
3	58.9	63.7	4:00p	55.3	5:30a	6.1	0.0	0.10	0.8	10.0	2:30p	WSW
4	59.3	61.8	11:30a	56.2	12:30a	5.7	0.0	0.44	2.2	14.0	8:00p	SSW
5	58.7	62.6	1:00p	53.3	12:00m	6.3	0.0	1.84	5.9	34.0	8:00p	SSW
6	55.9	61.4	12:00p	51.4	9:00p	9.1	0.0	0.98	4.4	22.0	10:00p	W
7	51.8	58.6	2:30p	47.7	8:00a	13.2	0.0	0.22	3.5	24.0	6:30p	NE
8	51.5	57.3	1:00p	43.1	7:00a	13.5	0.0	0.04	1.1	16.0	12:30a	W
9	56.5	61.5	12:00p	51.2	12:30a	8.5	0.0	0.13	1.1	12.0	11:30p	WSW
10	59.2	65.4	11:30a	53.8	3:30a	5.8	0.0	0.76	3.0	17.0	8:00a	SSW
11	54.8	57.6	1:30p	51.9	5:30p	10.2	0.0	0.40	6.9	29.0	8:00p	WSW
12	54.7	58.2	12:00p	50.8	5:30a	10.3	0.0	0.37	4.4	20.0	6:30p	SSW
13	56.7	58.1	1:30p	55.3	12:30a	7.9	0.0	0.59	4.2	16.0	6:30a	WSW
14	55.2	60.3	3:00p	46.8	12:00m	9.8	0.0	0.00	1.5	13.0	1:00p	WNW
15	51.7	61.6	1:30p	42.8	5:30a	13.3	0.0	0.00	1.8	16.0	4:00p	E
16	57.0	71.0	2:00p	44.5	12:30a	8.8	0.9	0.00	1.5	12.0	1:30p	NE
17	60.1	74.4	3:00p	47.7	3:30a	6.7	1.8	0.00	1.7	16.0	12:00p	WSW
18	54.8	60.0	4:00p	50.9	12:00m	10.2	0.0	0.00	1.0	10.0	2:30p	NE
19	56.3	65.8	3:00p	49.0	7:30a	8.7	0.0	0.00	1.5	11.0	5:00p	WSW
20	56.0	68.7	11:00a	48.1	5:30a	9.1	0.1	0.30	1.6	16.0	1:30p	SSW
21	54.3	63.7	11:30a	47.0	4:30a	10.7	0.0	0.06	2.4	17.0	2:00p	WSW
22	54.3	61.0	4:00p	45.8	8:00a	10.7	0.0	0.00	2.3	16.0	5:30p	NE
23	52.7	62.8	2:30p	43.3	6:30a	12.3	0.0	0.01	1.5	14.0	6:00p	E
24	54.7	62.9	3:30p	45.5	7:00a	10.3	0.0	0.00	1.7	16.0	12:30p	WNW
25	55.5	62.1	3:30p	48.5	12:00m	9.5	0.0	0.00	2.0	15.0	3:00p	WNW
26	53.5	62.3	4:00p	43.7	7:30a	11.5	0.0	0.00	1.6	14.0	2:30p	WNW
27	54.7	59.9	3:00p	51.3	12:00m	10.3	0.0	0.01	2.6	18.0	11:30p	WNW
28	51.3	56.4	3:30p	43.5	12:00m	13.7	0.0	0.00	4.3	21.0	4:30a	NE
29	49.8	61.8	3:30p	38.5	6:30a	15.2	0.0	0.00	1.3	11.0	3:00p	W
30	53.4	61.4	3:30p	43.1	1:00a	11.6	0.0	0.00	1.1	11.0	2:30p	W
31	55.1	59.6	4:00p	51.0	12:00m	9.9	0.0	0.00	1.4	12.0	12:00p	W
	55.2	74.4	17	38.5	29	306.9	3.3	6.25	2.3	34.0	5	W

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

Max Rain: 1.84 ON 03/05/16
 Days of Rain: 13 (>.01 in) 10 (>.1 in) 1 (>1 in)
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STATION (Climatological) **Half Moon Bay** (River Station, if different) MONTH **Mar 2016**

STATE **CA** COUNTY **San Mateo** RIVER

TIME (local) OF OBSERVATION RIVER TEMPERATURE **15:00** PRECIPITATION **15:00** 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			PRECIPITATION			WEATHER (Observation Day)						RIVER STAGE		REMARKS (SPECIAL OBSERVATIONS, ETC.)		
	24 HRS ENDING AT OBSERVATION		AT OBSN	24 HR AMOUNTS		AT OB	Mark 'X' for all types occurring each day						Condition	Gage reading at ___ AM		Tendency	
	MAX	MIN		Rain, melted snow, etc. (in and hundredths)	Snow, ice pellets, hail (fns and tenths)		Snow, ice pellets, hail on ice on ground (in)	A.M.			NOON						P.M.
1	65	42	63	0.00													
2	63	42	58	0.00													
3	62	54	61	0.04													
4	63	54	61	0.45													
5	62	58	61	0.31													
6	61	52	58	1.65													
7	58	46	54	1.15													
8	58	44	57	0.11													
9	60	49	60	0.23													
10	64	51	59	0.35													
11	59	52	55	1.02													
12	58	50	55	0.18													
13	58	54	58	0.96													
14	59	50	58	0.20													
15	60	41	60	0.01													
16	69	41	64	0.00													
17	74	43	66	0.00													
18	67	51	60	0.00													
19	63	49	62	0.00													
20	66	47	60	0.06													
21	61	45	57	0.50													
22	60	46	59	0.02													
23	62	40	61	0.00													
24	62	43	62	0.00													
25	63	48	61	0.00													
26	62	42	61	0.00													
27	62	51	59	0.00													
28	59	41	57	0.00													
29	60	36	58	0.00													
30	61	41	60	0.00													
31	60	51	58	0.00													
	62.0	46.9	SUM	7.24													

CONDITION OF RIVER AT GAGE

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

READING DATE

Fog Ice pel Glaze Thund Hail Dam winds

OBSERVER

SUPERVISING OFFICE: MTR San Francisco

STATION INDEX NO.: 04-3714-04

San Francisco Public Utilities Commission Hydrological Conditions Report For February 2016

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, March 8, 2016



Looking east up Jack Main Canyon (Falls Creek drainage) towards **Dorothy Lake** near the divide of the Tuolumne River Basin and the Walker River Basin – February 23, 2016.

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

Table 1 Current Storage As of March 1, 2016							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ¹	254,698		340,830		86,132		74.7%
Cherry ²	124,710		268,810		144,100		46.4%
Lake Eleanor ³	2,506		21,495		18,989		11.7%
Water Bank	199,726		570,000		370,274		35.0%
Tuolumne Storage	581,640		1,201,135		619,495		48.4%
Local Bay Area Storage							
Calaveras ⁴	28,311	9,225	96,824	31,550	68,513	22,325	29.2%
San Antonio	45,625	14,867	50,496	16,454	4,871	1,587	90.4%
Crystal Springs	49,550	16,146	58,377	19,022	8,827	2,876	84.9%
San Andreas	17,438	5,682	18,996	6,190	1,558	508	91.8%
Pilarcitos	2,465	803	2,995	976	530	173	82.3%
Total Local Storage	143,389	46,723	227,688	74,192	84,299	27,468	63.0%
Total System	725,029		1,428,823		703,794		50.7%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates de-activated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards removed.

⁴ Available capacity does not take into account current DSOD storage restrictions.

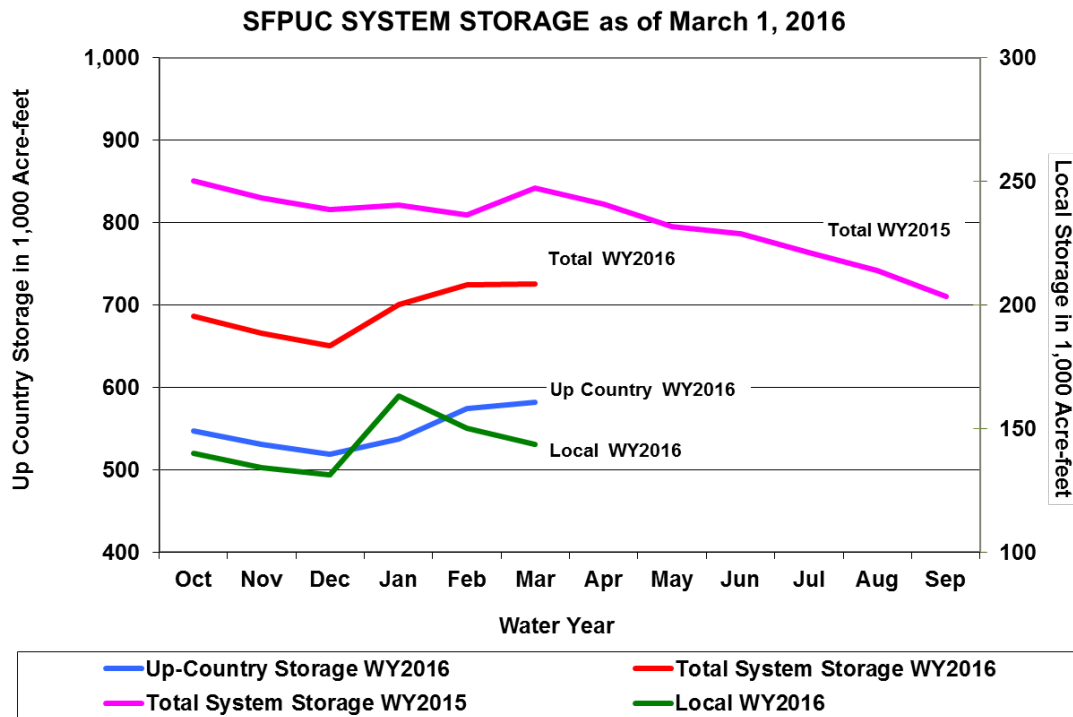


Figure 1: Monthly system storage for water year 2016

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The February six-station precipitation index was 1.27 inch, or 21.3% of the average index for the month.

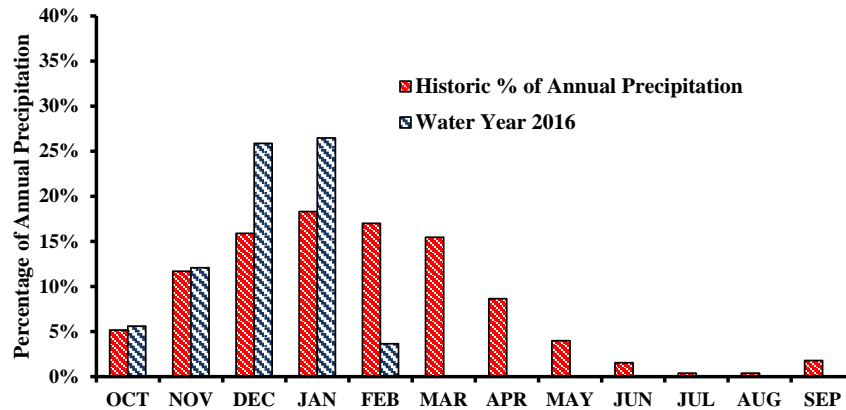


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2016 is 26.05 inches, which is 73.2% of the average annual water year total, or 108.3% of average annual to date. Hetch Hetchy received 1.21 inch of precipitation in February, a total of 25.8 inches for water year 2016 to date. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

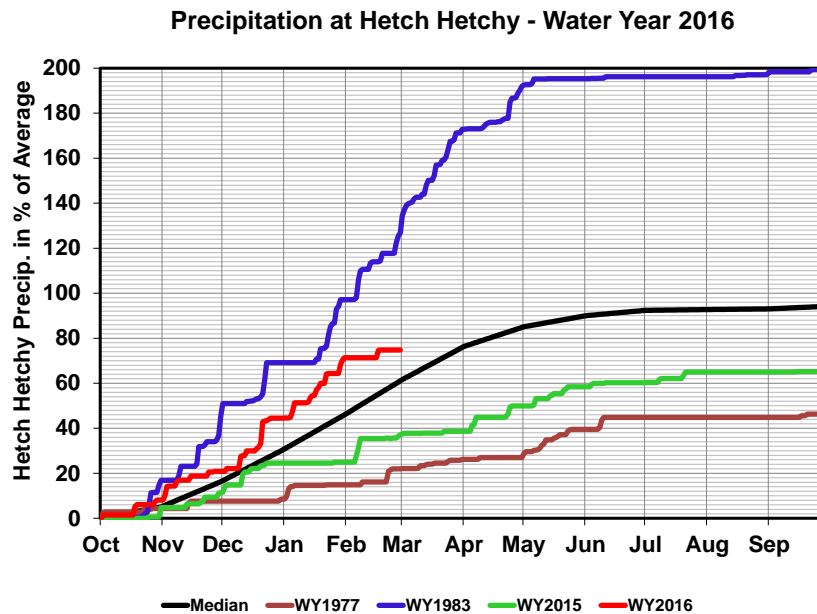


Figure 3: Water year 2016 cumulative precipitation measured at Hetch Hetchy Reservoir through February 29th, 2016. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2015 are included for comparison purposes.

^{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.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of February 29th is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	February 2016				October 1, 2015 through February 29, 2016			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	42,974	21,368	24,543	175.1%	122,271	70,997	88,829	137.7%
Inflow to Cherry Reservoir and Lake Eleanor	40,860	22,526	25,846	158.1%	106,903	72,860	96,025	111.3%
Tuolumne River at La Grange	143,907	113,391	140,709	102.3%	442,943	312,576	410,523	107.9%
Water Available to the City	14,311	20,399	53,559	26.7%	92,021	55,984	155,926	59.0%

⁶ Hydrologic Record: 1919 – 2015

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir during the month of February totaled 69,205 acre-feet to meet SJPL deliveries, instream release requirements, and reservoir management goals.

The instream release schedule at Hetch Hetchy Reservoir for the month of February was year type A (normal to wet conditions). This year type is based upon accumulated precipitation from October 1st, 2015 through January 31st, 2016. The instream release requirement from Hetch Hetchy Reservoir was 60 cfs throughout February and increased to 124 cfs when Canyon Tunnel Flow surpassed 920 cfs. The cumulative precipitation through February, 2016 at Hetch Hetchy Reservoir meets the criteria to maintain a water year type A (normal to wet conditions). Hetch Hetchy releases for March are 60 cfs under type A condition plus an additional 64 cfs due to powerdraft in excess of 920 cfs.

11,814 acre-feet of draft was made from Cherry Reservoir during the month of February to meet instream release requirements and reservoir management goals. 15,277 acre-feet of water was transferred by gravity flow from Lake Eleanor to Cherry Reservoir in February. The required minimum instream release from Lake Eleanor and from Cherry Reservoir was 5 cfs during February. Instream flow requirements from each reservoir for the month of March are 5 cfs.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for January was 50 MGD. The Sunol Valley Water Treatment Plant average production for the month was 52 MGD. Water supply from the Hetch Hetchy aqueduct resumed on February 12th.

Local System Water Delivery

The average January delivery rate was 151 MGD which is a 4% increase above the January delivery rate of 145 MGD.

Local Precipitation

The local area watersheds experienced below average precipitation during the month. The February rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Average for the Month	Water Year to Date ⁷ (inches)	Percentage of Average for the Year-to-Date ⁷
Pilarcitos	1.37	21%	26.39	92 %
Lower Crystal Springs	1.24	27 %	17.52	88 %
Calaveras	0.79	20 %	14.15	92 %

⁷ WY 2016: Oct. 2015 through Sep. 2016.

Snowmelt and Water Supply

February 2016 precipitation was well below normal with only one major storm event occurring. Warm, clear days dominated the month. Extended dry periods of 4 to 6 weeks during the winter are not uncommon for our region. While the clear skies melted nearly all of the snow below 5500 feet, manual snow course measurements at sites between 6,700 and 7,000 feet were between 78% and 112% of normal March 1st conditions. The higher elevation locations ranged from 71% to 87% of March 1st conditions. The overall snowpack condition for the entire basin is near normal for this time of year. The melting of the lower elevation snow resulted in above normal inflow conditions for the Tuolumne Basin Reservoirs and resulted in an additional 14,311 acre-feet of water to become available to the City for a water year total of 92,021 acre-feet (Figure 5).

The extended dry period came to an abrupt end with 4 to 6 inches of precipitation falling in the Tuolumne River Basin between March 3 and 7, including 4.07 inches at Hetch Hetchy and 5.07 inches at Cherry. The 7 day forecast calls for continued storm events, with forecasted precipitation in the 3-5 inch range. This pattern will maintain near normal snowpack and above average precipitation conditions.

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 at La Grange this year is 107% of the long-term median (Figure 4). The median forecast for the April-through-July runoff is about 1,155 TAF, compared to the long-term median measured runoff for the April-through-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July natural runoff will be between 1,785 TAF and 935 TAF. The reduction in the total inflow volume since the February 1st forecast is due to below normal precipitation conditions and lack of appreciable snow accumulation during the month of February. With the precipitation over the past week, and the heavy forecasted precipitation next week, we expect the next forecast to be higher.

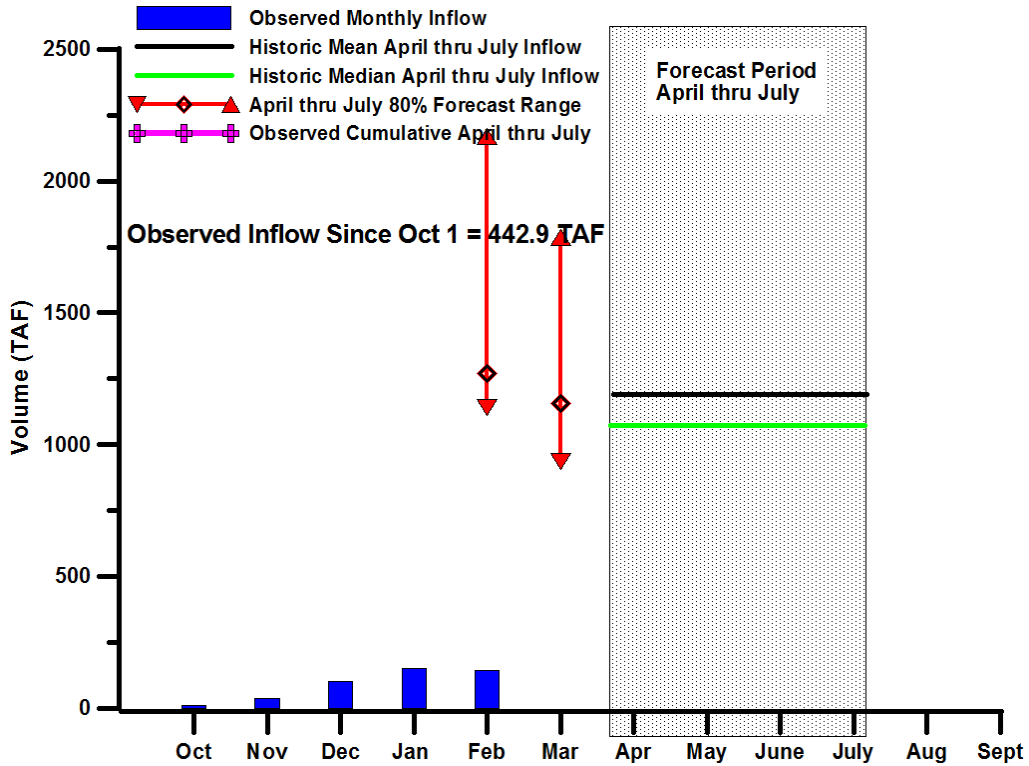


Figure 4: Water year 2016 conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

Unimpaired Flow at La Grange & Water Available to the City

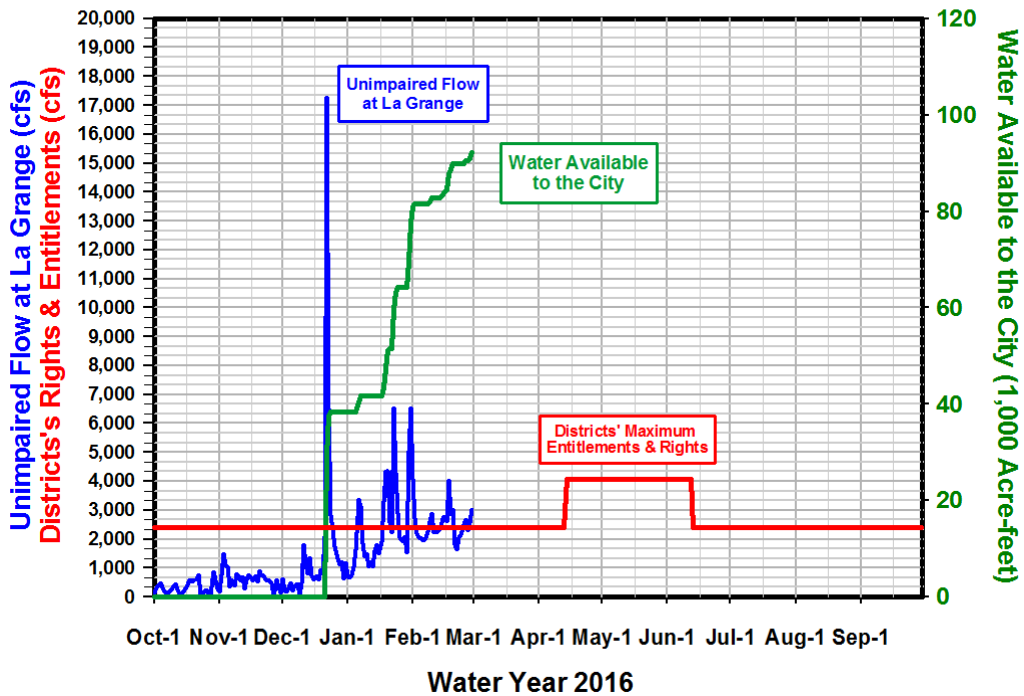


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 92,020 acre-feet of water has become available to the City during water year 2016.

cc	HHWP Records	Gambon, Paul	Levin, Ellen	Ritchie, Steve
	Briggs, David	Graham, Chris	Mazurkiewicz, Adam	Sandkulla, Nicole
	Carlin, Michael	Hale, Barbara	Meier, Steve	Tsang, Michael
	Chester, John	Hannaford, Margaret	Moses, Matt	Williams, Mike
	Chiang, Jiayo	Kelly, Harlan	Patterson, Mike	
	DeGraca, Andrew	Jue, Tyrone	Perl, Charles	
	Dhakal, Amod	Kehoe, Paula	Nelson, Chris	
	Dufour, Alexis	Lehr, Dan	Ramirez, Tim	

San Francisco Public Utilities Commission Hydrological Conditions Report For March 2016

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, April 7, 2016



Snow Surveyor Chris Graham crossing **Huckleberry Lake** in the East Fork of Cherry Creek drainage on March 30, 2016 as storm clouds close in at the higher peaks of Sachse Monument.

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

Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ¹	254,004		340,830		86,826		74.5%
Cherry ²	155,794		268,810		113,016		58.0%
Lake Eleanor ³	8,638		21,495		12,857		40.2%
Water Bank	345,796		570,000		224,204		60.7%
Tuolumne Storage	764,232		1,201,135		436,903		63.6%
Local Bay Area Storage							
Calaveras ⁴	33,567	10,938	96,824	31,550	63,257	20,162	34.7%
San Antonio	49,934	16,271	50,496	16,454	562	183	98.9%
Crystal Springs	55,387	18,048	58,377	19,022	2,989	974	94.9%
San Andreas	18,486	6,024	18,996	6,190	510	166	97.3%
Pilarcitos	2,834	923	2,995	976	161	52	94.6%
Total Local Storage	160,208	52,204	227,688	74,192	67,480	21,988	70.4%
Total System	924,440		1,428,823		504,383		64.7%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates de-activated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards removed.

⁴ Available capacity does not take into account current DSOD storage restrictions.

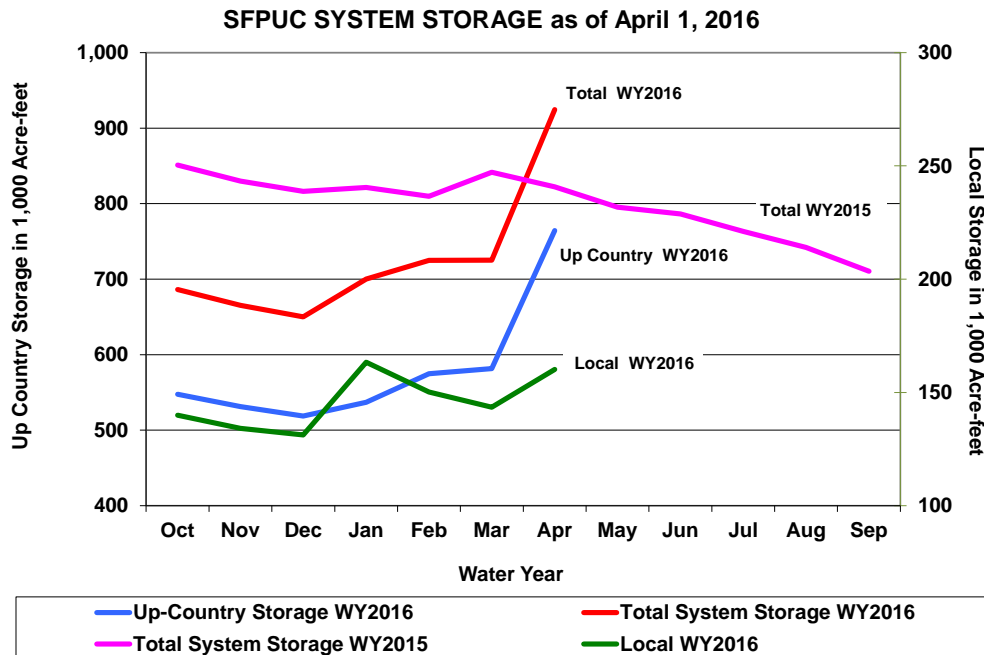


Figure 1: Monthly system storage for water year 2016

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The March six-station precipitation index was 8.15 inches, or 149.4% of the average index for the month.

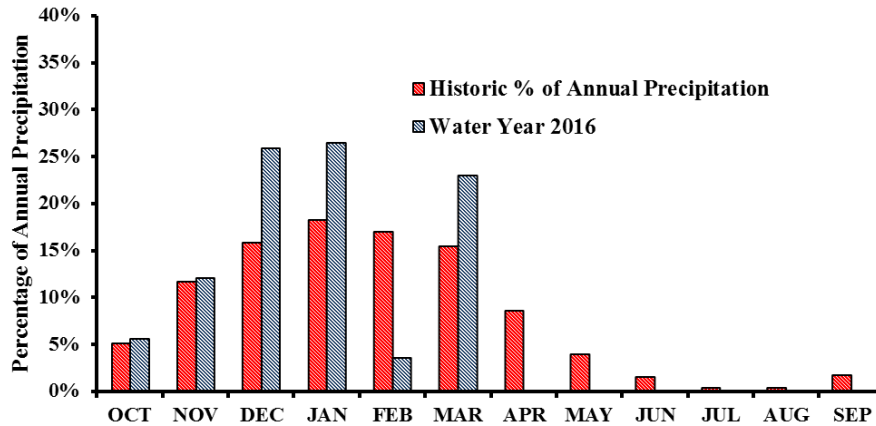


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2016 is 34.2 inches, which is 96.1% of the average annual water year total, or 115.8% of average annual to date. Hetch Hetchy received 8.0 inches of precipitation in March, a total of 33.8 inches for water year 2016 to date. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

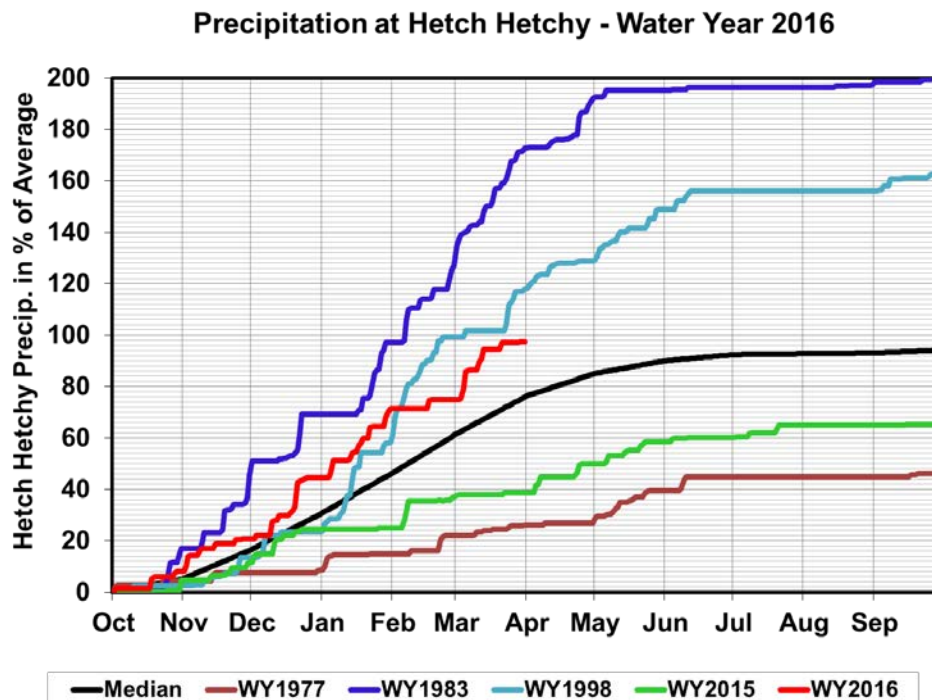


Figure 3: Water year 2016 cumulative precipitation measured at Hetch Hetchy Reservoir through March 31st, 2016. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2015 are included for comparison purposes.

^{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.

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.

	March 2016				October 1, 2015 through March 31, 2016			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	80,346	39,024	41,245	194.8%	202,617	114,363	130,291	155.5%
Inflow to Cherry Reservoir and Lake Eleanor	77,750	37,980	41,673	186.6%	184,653	110,588	138,078	133.7%
Tuolumne River at La Grange	341,415	159,640	190,025	179.7%	784,358	481,436	600,548	130.6%
Water Available to the City	193,160	27,949	67,897	284.5%	285,181	109,924	223,822	127.4%

⁶ Hydrologic Record: 1919 – 2015

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir during the month of March totaled 81,039 acre-feet to meet SJPL deliveries, instream release requirements, and reservoir management goals.

The instream release schedule at Hetch Hetchy Reservoir for the month of March was year type A (normal to wet conditions). This year type is based upon accumulated precipitation from October 1st, 2015 through February 29th, 2016. The instream release requirement from Hetch Hetchy Reservoir was 124 cfs throughout March. The cumulative precipitation through March, 2016 at Hetch Hetchy Reservoir meets the criteria to maintain a water year type A (normal to wet conditions). The Hetch Hetchy instream release requirement for April is 139 cfs.

39,237 acre-feet of draft was made from Cherry Reservoir during the month of March to meet instream release requirements and to meet reservoir management goals. 27,552 acre-feet of water was transferred by gravity flow from Lake Eleanor to Cherry Reservoir in March. The required minimum instream release from Lake Eleanor and from Cherry Reservoir was 5 cfs during March. Instream flow requirement from each reservoir for the month of April is 5 cfs.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for March was 32 MGD. The Sunol Valley Water Treatment Plant average production for the month was 35 MGD.

Local System Water Delivery

The average March delivery rate was 156 MGD which is a 3% increase above the February delivery rate of 151 MGD.

Local Precipitation

Well above average precipitation was measured across the local area watersheds. The March rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Average for the Month	Water Year to Date ⁷ (inches)	Percentage of Average for the Year-to-Date ⁷
Pilarcitos	12.65	231%	39.04	114 %
Lower Crystal Springs	8.60	223%	26.12	110 %
Calaveras	5.93	182%	20.08	107 %

⁷ WY 2016: Oct. 2015 through Sep. 2016.

Snowmelt and Water Supply

Precipitation during the month of March 2016 in the Bay area triggered runoff to the local reservoir system resulting in an increase in local storage. The storm events also triggered high flows in the Tuolumne River basin. Inflows to the Tuolumne Reservoirs were 179-195% of normal for the month. This is due to warm storm events which melted lower elevation snowpack. The combination of rainfall runoff and snowmelt brought unimpaired flows on the Tuolumne River at La Grange above Modesto and Turlock irrigation districts' water entitlements for most of the month. As a result Water Available to the City was 284.5% of normal for the month of March, resulting in a water year total of 285,181 acre-feet (Figure 5).

The storm events during March did bring a mix of rainfall and snowfall in the high country. Snow surveys during the last week of March and first days of April indicate the snowpack above 7,000 feet ranges from 86% to 115% of normal, while the snowpack below 7,000 feet ranges from 35% to 100%. The overall condition of the snowpack in the Tuolumne Basin is 89% of normal April 1st conditions.

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 at La Grange this year is 106% of the long-term median (Figure 4). The median forecast for the April-through-July runoff is about 1,145 TAF, compared to the long-term median measured runoff for the April-through-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July natural runoff will be between 1,420 TAF and 970 TAF. The slight reduction in the total inflow volume since the March 1st forecast is due to the measured snowpack conditions. Much of the precipitation which occurred during March fell as rainfall, which has already been observed as inflow during the month of March.

April is the last month of the typical wet season. The National Weather Service predicts the chance of above normal precipitation conditions in the 6 to 14 day forecast as well as above normal precipitation for the month. The NWS is currently forecasting a rainfall event during the April 8-10 period with accumulations in the 0.5 to 0.75 inch range.

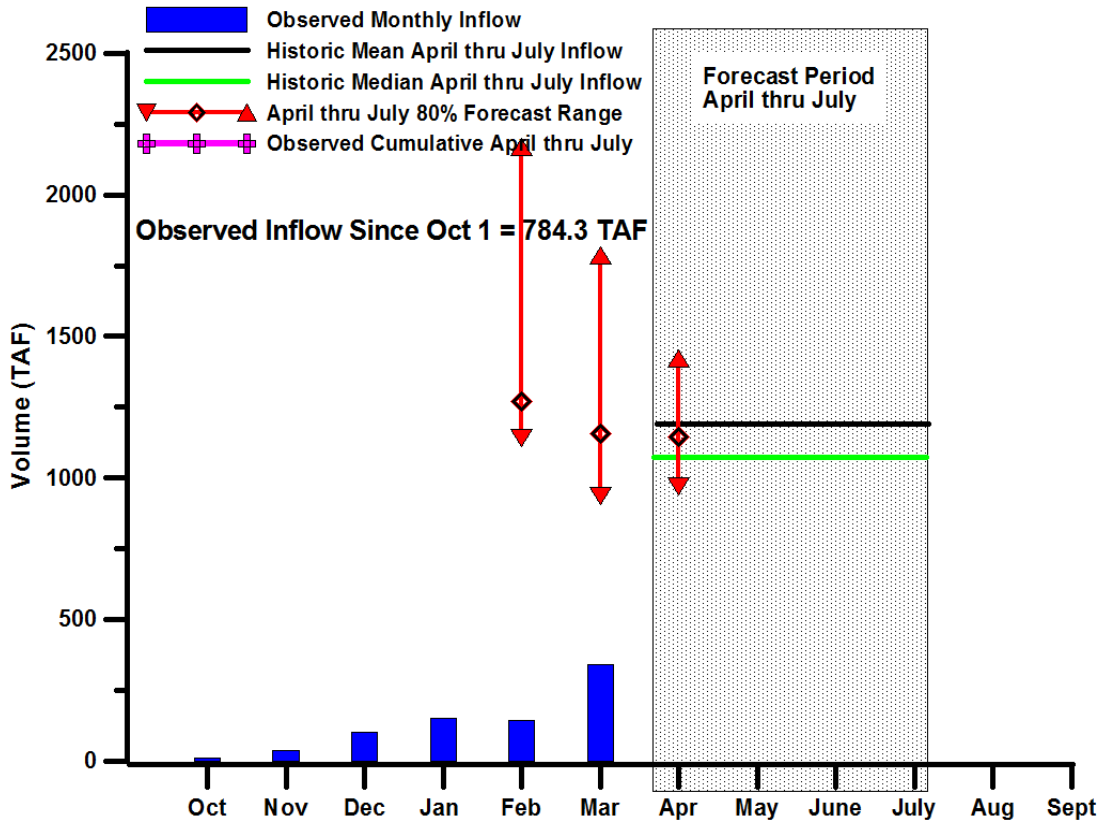


Figure 4: Water year 2016 conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

Unimpaired Flow at La Grange & Water Available to the City

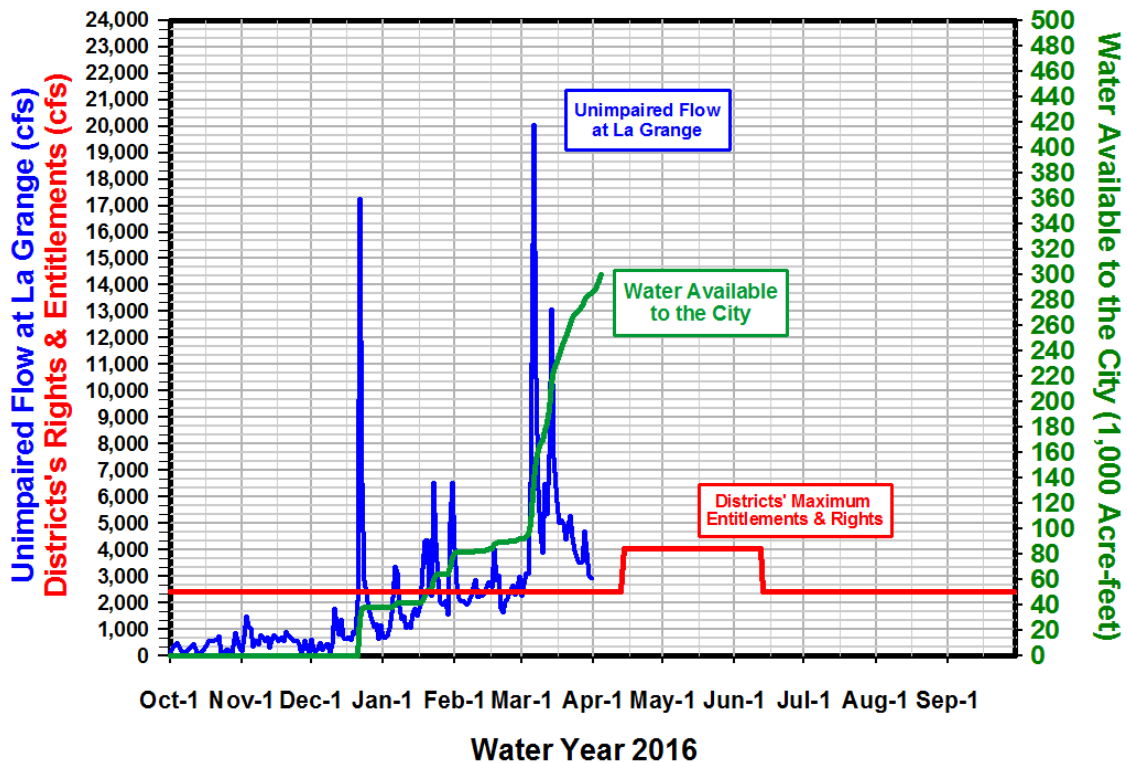


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 285,181 acre-feet of water has become available to the City during water year 2016.

cc	HHWP Records	Gambon, Paul	Levin, Ellen	Ritchie, Steve
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	Chester, John	Hannaford, Margaret	Moses, Matt	Williams, Mike
	Chiang, Jiayo	Kelly, Harlan	Patterson, Mike	
	DeGraca, Andrew	Jue, Tyrone	Perl, Charles	
	Dhakal, Amod	Kehoe, Paula	Nelson, Chris	
	Dufour, Alexis	Lehr, Dan	Ramirez, Tim	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 12, 2016

Report

Date: March 30, 2016

Subject: Monthly Water Transfer Report - March 2016

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.

During the month of March, three applications to transfer seven (7) -- 5/8" (20 gpm) non-priority water service connections were approved. A spreadsheet reporting these transfers follows this report as well as the approval memorandums from Patrick Miyaki and the confirmation letters from Gina Brazil.

**NON PRIORITY WATER TRANSFERS APPROVED FOR THE 2016 CALENDAR YEAR
MONTH OF MARCH 2016**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# of CONNECTIONS	DATE
115-520-170	Charles J. Keenan Tr.	048-140-120	V. G. Investments	5 -- 5/8"	March 3, 2016
115-520-170	Charles J. Keenan Tr.	047-191-440	Irene Lopez	1 -- 5/8"	March 28, 2016
115-520-170	Charles J. Keenan Tr.	047-222-290	Harry R. Warren	1 -- 5/8"	March 28, 2016

Memorandum

TO: Gina Brazil

FROM: Patrick T. Miyaki

DATE: March 3, 2016

RE: **Application to Transfer Five Uninstalled Non-Priority Water Service Connections from Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) to V.G. Investments (John Vidovich)**

Gina, I have reviewed the Application to transfer five 5/8-inch uninstalled non-priority water service connections from property owned by Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) (APN 115-520-170) to property owned by V.G. Investments (John Vidovich) (APN 048-140-120).

The 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.

PTM:slh

cc: David Dickson

.

March 3, 2016

Charles Keenan, Trustee
c/o Joyce Yamigiwa
700 Emerson Street
Palo Alto, CA 94301



and

John Vidovich
V. G. Investments
960 N. San Antonio Road, Suite H
Los Altos, CA 94022

RE: Approval - Request for Transfer of Water Service Connection Capacity

Dear Property Owners:

This is official confirmation that the Coastside County Water District has approved your request to transfer five - 5/8" non-priority water service connections. The result of this transfer is as follows:

- **APN 115-520-170** continues to have the rights to fifty (50) -- 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- **APN 048-140-120** - now has five (5) -- 5/8" (20 gpm) uninstalled non-priority water service connections assigned to it from the Crystal Springs Project. With approval of this water transfer, this parcel has a total of six (five uninstalled and one installed) 5/8" water service connections.

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 City of 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,

A handwritten signature in blue ink that reads "Gina Brazil". The signature is fluid and cursive.

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: March 28, 2016
RE: **Application to Transfer One Uninstalled Non-Priority Water Service Connection from Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) to Irene Lopez**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) (APN 115-520-170) to property owned by Irene Lopez (APN 047-191-440).

The 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.

PTM:slh

cc: David Dickson

.

March 30, 2016

Charles Keenan, Trustee
c/o Joyce Yamigiwa
700 Emerson Street
Palo Alto, CA 94301



and

Irene Lopez
120 Coral Reef Avenue
Half Moon Bay, CA 94019

RE: Approval - Request for Transfer of Water Service Connection Capacity

Dear Property Owners:

This is official confirmation that the Coastside County Water District has approved your request to transfer one - 5/8" non-priority water service connections. The result of this transfer is as follows:

- **APN 115-520-170** continues to have the rights to forty-nine (49) -- 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- **APN 047-191-440** - now has one (1) -- 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 City of 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,

A handwritten signature in blue ink that reads "Gina Brazil".

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: March 28, 2016
RE: **Application to Transfer One Uninstalled Non-Priority Water Service Connection from Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) to Harry R. Warren**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) (APN 115-520-170) to property owned by Harry R. Warren (APN 047-222-290).

The 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.

PTM:slh

cc: David Dickson

.

March 30, 2016

Charles Keenan, Trustee
c/o Joyce Yamigiwa
700 Emerson Street
Palo Alto, CA 94301



and

Harry R. Warren
1452 S. Ellsworth Rd., #527
Mesa, AZ 85209

RE: Approval - Request for Transfer of Water Service Connection Capacity

Dear Property Owners:

This is official confirmation that the Coastside County Water District has approved your request to transfer one - 5/8" non-priority water service connections. The result of this transfer is as follows:

- **APN 115-520-170** continues to have the rights to forty-eight (48) -- 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- **APN 047-222-290** - now has one (1) -- 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 City of 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,

A handwritten signature in blue ink that reads "Gina Brazil".

Gina Brazil
Office Manager

cc: David Dickson, General Manager

STAFF REPORT

To: Board of Directors
via David R. Dickson, General Manager

From: Cathleen Brennan, Water Resources Analyst

Agenda: April 12, 2016

Report Date: April 8, 2016

Subject: Water Audit for Fiscal Year 2013-2014

Attachment: Final Report: Executive Summary CCWD Water Audit Loss Control Program Implementation

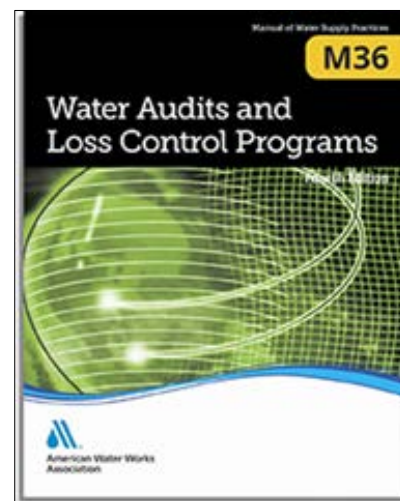
Informational Item

Background

On July 8, 2014, the Board authorized staff to contract with Water Systems Optimization, Inc. (WSO, Inc.) to complete an annual water audit and evaluate water loss control opportunities in our water distribution system for the District to implement as part of a water loss control program. WSO, Inc. completed their work in January of 2016.

In California, there are voluntary and regulatory requirements for implementing a water audit and water loss control programs using the current American Water Works Association (AWWA) methodology. These requirements include the following:

- *Regulatory Requirement* - California Water Code § 10608.34 (SB 555) requires urban water suppliers to submit an annual completed and validated water audit to the Department of Water Resources starting in 2017.
- *Regulatory Requirement* - It is a demand management measure of the California Urban Water Management Planning Act, which must be reported on every five years in the District's Urban Water Management Plan.
- *Regulatory Requirement* - Reducing water loss would lower our gross per capita water demand and help us achieve the mandated water use reductions under the 2009 California Water Conservation Act.
- *Voluntary Requirement* - It is a foundational best management practice (BMP 1.2 Water Loss Control) of the California Urban Water Conservation Council, of which the District is a member and signatory of their memorandum of understanding.



The water industry is experiencing a relatively fast rate of change in the management of water resources, especially in California. Increasing pressure to manage water supplies to maintain reliability, water quality, infrastructure and adequate supplies has resulted in new standards and regulations.

Summary of Audit Results

The audit period covered fiscal year 2014 and the focus of the top-down water audit was the District's distribution system (treated water).

System Attributes

Average system pressure: 74.1psi
 Apparent Losses: 11.618 MG
 Current Annual Real Losses (CARL): 39.181 MG
 Total Losses: 50.799 MG

Unavoidable Annual Real Losses (UARL): 41.28 MG
 Annual Cost of Apparent Losses (retail customer unit cost): \$111,354
 Annual Cost of Real (variable production cost) Losses: \$127,295
 Total Cost of Losses: \$238,649

Performance Indicators

Non-Revenue Water as percent by volume of water supplied: 7.6%
 Non-Revenue Water as percent by cost of operating system: 2.8%

Apparent Losses per service connection: 4.36 gallons/day
 Real Losses per service connection per day: 14.69 gallons/day
 Total Losses per connection per day: 19.05 gallons/day

Infrastructure Leak Index (ILI) [CARL/UARL] = 0.95

Component Analysis

Leakage Component	Description	Volume (MG)	Percent of Total Real Losses
Reported Leakage	Reported by public or discovered by staff during normal operations	3.9	10%
Unreported Leakage	Discovered through proactive leak detection program	0.0	0.0%
Background Leakage	Occurs throughout system at joints and fittings; acoustically undetectable	29.1	74%
Hidden Losses	Undetected and ongoing leakage that could be discovered through proactive leak detection; acoustically detectable	6.1	16%
Total Real Losses		39.2	100%

Audit Validation

The water audit data validity score is 68 points out of a possible 100. WSO, Inc. worked with staff to validate the system input volumes, the authorized consumption and apparent losses. The preferred performance indicators to evaluate the operational efficiency of the distribution system are the Infrastructure Leakage Index (ILI) and the Real Losses per service connection per day.

The ILI for this audit period is 0.95, which means that the actual volume of Real Losses is less than the technical minimum, according to AWWA's methodology. Current data from 68 California water utilities determined that the median California water utility loses about 36.6 gallons per day per service connection in real losses compared to the District's 14.7 gallons per day per service connection and has an ILI of 2.1 compared to the District's ILI of 0.95.

Recommendations for the Water Loss Control Program and Audit Validation

WSO, Inc. recommended nineteen specific actions to improve the accuracy of future water audits. Listed below, in no particularly order of preference, are the five most important recommendations.

1. Install finished (effluent) water meters at Nunes and Denniston water treatment plants.

This recommendation would help with validating how much water is actually sent to the distribution system (system input volume) from the treatment plants. Not all of the water that enters the treatment plant is fed into the distribution system.

2. Continue random testing of small domestic meters (5/8" through 1.5") annually, as is operationally and financially possible.

This recommendation would help with validating apparent losses. The District does not have its own test bench for implementing AWWA methodology for testing retail meters, so this recommendation is a challenge to implement. An alternative would be to randomly choose new meters before they are installed and send them off-site for testing before we install them in the service area.

3. Adopt a large domestic meter testing ($\geq 2"$) and tracking program that tracks the volumetric accuracy of important revenue generating meters.

This recommendation would help with validating apparent losses. Large meters are expensive, so it would be more cost effective to test in situ. In order to test a meter without removing it, there has to be test ports and/or a bypass in place. This should be added to our engineering specifications and drawings.

4. Consistently enter date-time stamps that reflect the times of leak discovery and containment as exactly as possible.

This recommendation would help with completing a leakage component analysis. Standardized leakage data collection is important to completing a component analysis of Real Losses and determining appropriate intervention.

5. Check all bypass pressure reducing valves (PRVs) for settings that achieve desired downstream pressures.

This recommendation may help with real losses if pressure fluctuations were reduced and pressure management resulted in a reduction in extremely high pressures (>100psi). The District is following up on WSO, Inc.'s findings regarding pressure in El Granada, with Kennedy Jenks' design work on the Denniston Booster Pump Station.

Summary

The first priority for the District is to have better confidence in the volume of treated water being sent to the distribution system. There is a suspicion that the Nunes WTP influent meter may be under-registering, especially during low flow events, which may be the reason for the ILI being less than 1.

The District checks the influent meter against SFPUC's raw water meters, but we have had issues with the raw water meters under-registering in the past. And since they are SFPUC's meters, we do not have control over testing and calibration or how quickly they can be put back on-line.

Testing the Nunes WTP influent meter using the recommended protocol is challenging due to the configuration of the plant. Adding a finished water meter to a system does not, in and of itself, solve a validation issue, but the District will be able to test the finished water (effluent) meter by isolating and filling one of the Half Moon Bay treated water tanks.

Thank you

I appreciate all of the assistance I received to complete this water audit and water loss study. This work impacted most everyone at the District either directly or indirectly. It involved field work, data review and meetings.

- ❖ Thank you to Joe Guistino, John Davis, Jon Bruce and Logan Duffy for help with pressure testing and evaluation.
- ❖ Thank you to Sean Donovan and Todd Schmidt for tours of the treatment plants and help with the validating system input volumes.
- ❖ Thank you to David Dickson and Mary Rogren for providing the authorized consumption data.



*CCWD Water Audit and Water Loss Control Program
Implementation*

Audit Period: Fiscal Year 2013-2014

**FINAL REPORT:
EXECUTIVE SUMMARY**

DECEMBER 2015



EXECUTIVE SUMMARY

Project Background

Water Systems Optimization (WSO) partnered with Coastside County Water District (CCWD) to conduct a thorough water audit and evaluate water loss control opportunities. In order to consider targeted water loss intervention strategies, WSO first determined the types and magnitudes of water loss that occurred in CCWD’s system during the audit period (July 1, 2013 to June 30, 2014, “FY13-14”). To this end, WSO completed an American Water Works Association water balance and performed a component analysis of Real Losses. WSO additionally investigated the validity of contributing data sources, as the utility of a water balance depends on the reliability of the data that informs it.

Summary of Volumetric Findings

CCWD’s FY13-14 water balance is presented below in Figure ES.1. Each volume in the water balance was individually calculated using all available data and examined for data integrity.

System Input Volume 730.6 MG	Water Exported 56.0 MG				Revenue Water 679.7 MG
	Authorized Consumption 624.2 MG	Billed Authorized Consumption 623.7 MG	Billed Metered Consumption 623.7 MG		
		Water Losses 50.8 MG	Unbilled Authorized Consumption 0.6 MG	Billed Unmetered Consumption 0.0 MG	
	Unbilled Metered Consumption 0.0 MG				
	Apparent Losses 11.6 MG		Unbilled Unmetered Consumption 0.5 MG		
			Customer Metering Inaccuracies 9.9 MG		
			Unauthorized Consumption 1.7 MG		
	Real Losses 39.2 MG		Systematic Data Handling Errors 0.0 MG		
			Reported Leakage 3.9 MG		
			Unreported Leakage 0.0 MG		
Background Leakage 29.1 MG					
Hidden Losses 6.1 MG				Non-Revenue Water 51.4 MG	
Water Supplied 675.0 MG					

Figure ES.1: CCWD FY13-14 Water Balance

Definitions of water balance volumes and their application to CCWD’s system are provided below.

- **System Input Volume (SIV)** is the sum of all *potable* inputs into the distribution system, comprised of both the sources that a utility owns plus those that it purchases. CCWD's SIV is composed of all water from CCWD's own sources (Denniston wells) and SFPUC raw water imports.
- **Water Supplied** is equal to SIV minus exports; it encompasses all water input into CCWD's potable distribution system intended to serve CCWD treated water customers. CCWD's Water Supplied volume is its SIV minus an export to Skylawn raw water accounts.
- **Authorized Consumption** is the volume of water used by registered consumers, including residential customers; industrial, commercial, and agricultural users; and the utility itself. Water used for firefighting and infrastructure maintenance (e.g. distribution main flushing) is also considered Authorized Consumption. Authorization of use can be explicit or implicit. Authorized Consumption is categorized as billed or unbilled and metered or unmetered. CCWD's Authorized Consumption is primarily captured in the billing database, with a few supplemental estimates tracking unmetered consumption.
- **Apparent Losses** are the volumes of water that are successfully delivered to customers but not measured or recorded accurately. Often referred to as "paper losses," Apparent Losses come in three distinct forms: customer metering inaccuracies, unauthorized consumption, and systematic data handling errors.
- **Real Losses** are physical losses such as leaks, breaks, and overflows. Mathematically, Real Losses are what remain after Authorized Consumption and Apparent Losses have been subtracted from Water Supplied. Real Losses can also be modeled "bottom-up" using a component analysis of Real Losses. This modeling approach estimates the annual volume of Real Losses by examining the numerous leakage events during the year and estimating each leak's Real Loss volume. To arrive at a volume lost to each leak, repair documentation and modeling assumptions are employed to determine leak flow rate and leak duration.
- **Revenue Water** is the component of Authorized Consumption that generates revenue, primarily Billed Metered Authorized Consumption.
- **Non-Revenue Water** is water that does not generate revenue and consists of Real Losses, Apparent Losses, and Unbilled Authorized Consumption.

Water Balance Validation

WSO carefully examined the validity of contributing data sources in completing the FY13-14 water audit to ensure that the water balance is as reliable as possible. Additionally, all water balance volumes are subject to inherent error in measurement and estimation, so volumes are assigned a data validity score based on meter accuracy, the reliability of contributing data sources, and the rigor of data tracking practices.

The primary analyses involved in validating each water balance volume are briefly described below in Table ES.1. Throughout data compilation and analysis, WSO engaged with CCWD staff to document data generation and tracking protocols in order to identify the potential for introduction of volumetric errors. WSO's findings prompted the data management recommendations discussed in this report.

Table ES.1: Key Volume Validations

VOLUME	VALIDATION
System Input Volume	<ul style="list-style-type: none"> • treatment plant influent SCADA data analyzed for consistency and completeness • pumping and import records reviewed • treatment processes examined for potential water losses • in-series meter raw water meter reads compared
Authorized Consumption	<ul style="list-style-type: none"> • billing database analyzed for consistency, completeness, boundary sensitivity, and abnormal records • bills apportioned to align production and consumption • operational and fire-fighting estimates tallied
Apparent Losses	<ul style="list-style-type: none"> • sample of small meters tested for volumetric accuracy • small meter test results extrapolated to all customer meters to estimate meter stock accuracy

To improve the validity of future water audits, WSO recommends that CCWD study the accuracy of treatment plant influent meters, install effluent meters at the treatment plants, and test additional customer meters. Currently, WSO suspects that CCWD’s production meters are under-registering, as the balance of Water Supplied and Authorized Consumption results in an unrealistically low volume of Water Losses. Therefore, WSO recommends that CCWD view the results of the water balance cautiously.

Performance Indicators

Once a water balance has been populated, a series of performance indicators can be calculated that capture water distribution efficiency. These **standard AWWA performance indicators allow utilities to meaningfully track their Water Losses from year to year, and a select few indicators allow utilities to compare their performance to peer utilities.** CCWD’s FY13-14 performance indicators are presented in Table ES.2.

WSO recommends that performance indicators be evaluated as a suite, as no single performance indicator communicates a complete picture of efficiency. Additionally, WSO urges CCWD to employ percentage figures cautiously (e.g. Non-Revenue Water as a percent by volume of Water Supplied) because percentages are heavily influenced by their denominator. In the case of Non-Revenue Water as a percent by volume of Water Supplied, Water Supplied is the denominator and inevitably varies from year to year. Given this variability, simple percentages are not robust indicators of Water Losses. More consistent indicators – like Real Losses per service connection per day and the Infrastructure Leakage Index – are the preferred metrics of operational efficiency.

Table ES.2: FY13-14 Performance Indicators

	FY13-14	UNITS
FINANCIAL PERFORMANCE INDICATORS		
Non-Revenue as percent by volume of Water Supplied	7.6%	
Non-Revenue as percent by cost of operating system	2.8%	
annual cost of Apparent Losses	\$111,354	<i>valued at customer retail unit cost</i>
annual cost of Real Losses	\$127,295	<i>valued at variable production cost</i>
OPERATIONAL EFFICIENCY PERFORMANCE INDICATORS		
Apparent Losses per service connection per day	4.4	gal/conn/day
Real Losses per service connection per day	14.7	gal/conn/day
Real Losses per service connection per day per PSI pressure	0.2	gal/conn/day/PSI
Unavoidable Annual Real Losses (UARL)	41.3	MG/yr
Current Annual Real Losses (CARL)	39.2	MG/yr
Infrastructure Leakage Index (CARL/UARL)	0.95	

CCWD's ILI is less than 1.0, meaning that the actual volume of Real Losses is less than the technical minimum. The normalized Real Loss volume of 14.7 gallons per connection per day is also suspiciously low. **Because the metrics of Real Loss are abnormally low, WSO questions the accuracy of the water balance.** All existing data has been incorporated in the water balance, and WSO does not believe that any data is missing from the water balancing process. **WSO therefore posits that instrumentation inaccuracy is causing under-estimation of Real Losses.** Error compounding throughout the water balance process can cause unreliable results.

Comparison to State Dataset

WSO recently examined water audits submitted to the California Urban Water Conservation Council in fulfillment of Best Management Practice 1.2. In total, 68 utilities were included in the California set of water audits. Please note that some California utilities are not included in this set due to unrealistic audit submissions.

Analysis of this data set determined that **the median California utility loses 36.6 gallons per service connection per day to Real Losses and 7.0 gallons per service connection per day to Apparent Losses**, using 2012 as the study year. CCWD's normalized Real Losses volume is less than half the calculated median in California. Additionally, **the median California utility reports an ILI of 2.1**, compared to CCWD's ILI of 0.95. Please note that the audits analyzed to produce these median values were self-reported and therefore have not been validated. As a result, these performance indicator statistics should be viewed cautiously, as suggestive of the potential magnitude of Water Losses seen by California utilities but not indicative of exact values.

CCWD's figures are far below these median figures and present a picture of water loss that likely does not align with the actual performance of CCWD's system.

Component Analysis of Real Losses

In order to intervene against Real Losses, the total volume of Real Losses must first be divided into component volumes based on how CCWD interacts with the leakage. Knowing where and in what form leakage occurs allows intervention strategies to be more effectively and locally applied. **In order to break down Real Losses into distinct leakage volumes, WSO performed a component analysis of Real Losses.** The results of the component analysis are presented in Table ES.3.

The volume of Real Losses determined with a water balance informs the calculation of Hidden Losses (the ongoing leakage in the system that could be recovered through leak detection) in the component analysis of Real Losses. Without a reasonable estimation of Real Losses, the ultimate calculation of Hidden Losses will be inaccurate, if not impossible. Therefore, **WSO used repair data and system infrastructure information to quantify Reported Leakage, Unreported Leakage, and Background Leakage. WSO also calculated Hidden Losses but qualifies the results as probably inaccurate.**

Table ES.3: Component Analysis of Real Losses Volumes

LEAKAGE COMPONENT	DESCRIPTION	VOLUME (MG)	% OF TOTAL REAL LOSSES
Reported Leakage	discovered by customers and CCWD staff during normal operations	3.9	10%
Unreported Leakage	discovered through proactive leak detection	0.0	0%
Background Leakage	occurs throughout system at joints and fittings; acoustically undetectable	29.1	74%
Hidden Losses	undetected and ongoing leakage that could be discovered through leak detection	6.1	16%
TOTAL REAL LOSSES	all physical water losses	39.2	100%

Intervention Strategies

Each Real Loss component volume responds to specific intervention strategies. The standard tools for Real Loss control are presented in Figure ES.6.

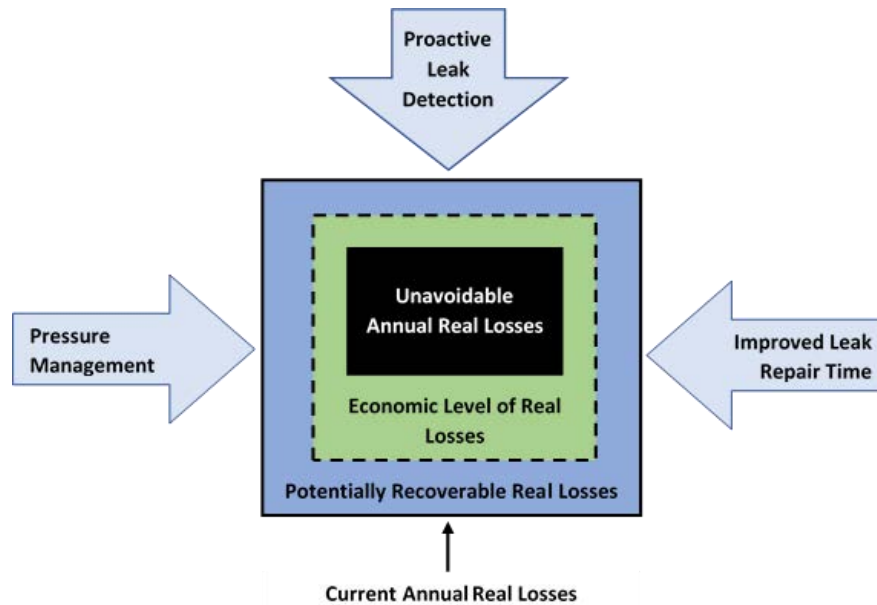


Figure ES.6: Real Loss Intervention Tools

Pressure management reduces all Real Loss component volumes and is the only way to lessen the volume lost to Background Leakage. Proactive leak detection addresses Hidden Losses, the volume of leakage that is undiscovered and ongoing in the system but makes enough noise to be found through acoustic leak detection. Improved leak repair times reduce Real Losses due to Reported and discovered Unreported Leakage by cutting the amount of time for which leaks are permitted to run.

However, for such intervention strategies to be effective, the volume of Real Losses must be known with a reasonable degree of accuracy. **Once CCWD has a more reliable water balance in place, interventions against Real Losses can be economically evaluated.**

Compiled Recommendations

WSO recommends that CCWD pursue the following opportunities to improve distribution efficiency and data collection and management. Enacting these recommendations will improve the accuracy and ease of future water audits. Recommendations are presented by relevant water balance volume but are otherwise unordered. The recommendations that WSO considers to be most important are highlighted in **blue**. Descriptions of each recommendation are provided in the body of this report (organized by relevant volume) and in a separate document pertaining exclusively to recommendations.

System Input Volume

1. **Install finished water meters at Nunes and Denniston treatment plants.**
2. Regularly test and calibrate treatment plant and other supply meters.
3. Review records of raw water meter performance and maintenance.

Authorized Consumption

4. Investigate meters identified by the consumption range analysis for potential right-sizing and revenue improvement.
5. Follow the billing data validation and apportionment outlined in WSO's reporting in performing future year-long water audits.

Apparent Losses

6. **Continue random testing of small meters by testing as many small meters annually as is operationally and financially possible.**
7. **Adopt a large meter testing and tracking program that tracks the volumetric accuracy of important revenue-generating meters.**
8. Inform future meter replacement programs with the economic analysis presented in WSO's reporting.
9. Pursue a consumption profiling study in order to customize the volumetric weighting factors applied in meter accuracy calculations and Apparent Loss analysis.

Water Balance

10. Test the volumetric accuracy of treatment plant influent meters through a full range of standard flows.
11. Perform a leak detection survey to measure actual leakage, thereby confirming (or refuting) the Real Loss volume derived from the water balance.

Component Analysis of Real Losses

12. **Consistently enter date-time stamps that reflect the times of leak discovery and containment as exactly as possible.**

13. Consider tracking leak flow rate estimations.
14. View field estimations of total water loss cautiously.

Pressure

15. **Check all bypass PRVs for settings that achieve desired downstream pressures.**
16. Log pressure immediately upstream and downstream of PRVs along the Zone 2-El Granada Zone boundary to identify any malfunctioning PRVs.
17. Reduce the number of PRVs controlling pressure from Zone 2 to the El Granada Zone.
18. Strategize to reduce excessively-high Zone 2 pressures.
19. Purchase slow start/stop pumps in future pump replacements.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 12, 2015

Report

Date: April 6, 2015

Subject: Resolution Authorizing an Amendment to Contract With California Public Employees' Retirement System for Partial Service Retirement

Recommendation:

Approve Resolution No. 2016-03, a Resolution Authorizing an Amendment to Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Directors Coastside County Water District.

Background:

Based on the benefits to the District of adding an option for partial service retirement to the District's contract with CalPERS, the Board at its March 8, 2016 meeting approved a resolution (Resolution No. 16-02) announcing its intention to amend the CalPERS agreement to add this benefit. The attached Resolution 2016-03 authorizes the Board President to execute the CalPERS amendment.

Fiscal Impact:

None.

RESOLUTION NO. 2016-03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT**

**RESOLUTION AUTHORIZING AN AMENDMENT TO CONTRACT BETWEEN THE BOARD
OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE
BOARD OF DIRECTORS COASTSIDE COUNTY WATER DISTRICT**

WHEREAS, the Board of Administration of the California Public Employee's Retirement System and the Board of Directors of the Coastside County Water District entered into a contract effective on September 1, 1963 providing for the participation of said public agency in the California Public Employees' Retirement System; and

WHEREAS, it is now desirable to amend the contract to take advantage of certain benefits provided under said Retirement System and not included in said contract, specifically Section 21118 Partial Service Retirement for local miscellaneous members;

NOW THEREFORE, BE IT RESOLVED, that said governing body authorized, and it does hereby authorize, an amendment to said contract, a copy of said amendment attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said amendment for and on behalf of said public agency.

PASSED AND ADOPTED this 12th day of April, 2016 by the following votes of the Coastside County Water District's Board of Directors:

AYES:

NOES:

ABSENT:

ABSTAIN:

COASTSIDE COUNTY WATER DISTRICT

Arnie Glassberg, President
Board of Directors

David R. Dickson, General Manager
Secretary of the District

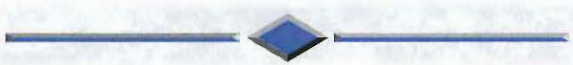


California
Public Employees' Retirement System



AMENDMENT TO CONTRACT

Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
Coastside County Water District



The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective September 1, 1963, and witnessed August 13, 1963, and as amended effective May 1, 1982, July 12, 2000, April 20, 2001, August 14, 2002, October 12, 2002 and August 14, 2010 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 14 are hereby stricken from said contract as executed effective August 14, 2010, and hereby replaced by the following paragraphs numbered 1 through 15 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members entering membership in the miscellaneous classification on or prior to August 14, 2010, age 60 for classic local miscellaneous members entering membership for the first time in the miscellaneous classification after August 14, 2010 and age 62 for new local miscellaneous members.

2. Public Agency shall participate in the Public Employees' Retirement System from and after September 1, 1963 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).

5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

a. SAFETY EMPLOYEES.

6. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after October 12, 2002 shall be determined in accordance with Section 21354 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2% at age 55 Modified).

7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on or after October 12, 2002 and not entering membership for the first time with this agency in the miscellaneous classification after August 14, 2010 shall be determined in accordance with Section 21354.4 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2.5% at age 55 Modified).

8. The percentage of final compensation to be provided for each year of credited current service as a classic local miscellaneous member entering membership for the first time with this agency in the miscellaneous classification after August 14, 2010 shall be determined in accordance with Section 21353 of said Retirement Law subject to the reduction provided therein for Federal Social Security (2% at age 60 Modified).

9. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Supplemental to Federal Social Security).

10. Public Agency elected and elects to be subject to the following optional provisions:

a. Section 20042 (One-Year Final Compensation) for those classic local miscellaneous members entering membership on or prior to August 14, 2010.

b. Sections 21624 and 21626 (Post-Retirement Survivor Allowance).

c. Section 20965 (Credit for Unused Sick Leave).

d. Section 21024 (Military Service Credit as Public Service).

- e. Section 20475 (Different Level of Benefits): Section 21353 (2% @ 60 Modified formula) and Section 20037 (Three-Year Final Compensation) are applicable to classic local miscellaneous members entering membership for the first time with this agency in the miscellaneous classification after August 14, 2010.
 - f. Section 21118 (Partial Service Retirement).
11. Public Agency, in accordance with Government Code Section 20834, shall not be considered an "employer" for purposes of the Public Employees' Retirement Law. Contributions of the Public Agency shall be fixed and determined as provided in Government Code Section 20834, and such contributions hereafter made shall be held by the Board as provided in Government Code Section 20834.
 12. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.
 13. Public Agency shall also contribute to said Retirement System as follows:
 - a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
 14. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.

15. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the 13th day of April, 2016.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
COASTSIDE COUNTY WATER
DISRTICT

BY _____
RENEE OSTRANDER, CHIEF
EMPLOYER ACCOUNT MANAGEMENT DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: April 12, 2016

Report

Date: April 8, 2016

Subject: Quarterly Financial Review - FY 2015-2016

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first nine months of Fiscal Year 2015-2016. Key highlights include:

- Year-to-date revenue is (\$546,000) below budget primarily due to greater than projected water use reductions (7.4%) offset by higher non-operating revenues of \$224,000 primarily from property tax receipts, ERAF Refund, and hydrant water sales.
- Year-to-date expenses were \$645,000 under plan, including:
 - Water purchased from SFPUC reflects savings of \$190,000 primarily due to savings in the recent quarter with using local sources (Denniston and Pilarcitos Wells) as well as reduced water usage by our customers.
 - Personnel and benefit expenses reflect savings of \$221,000 primarily due to delays in hiring open positions (Water Efficiency Specialist and Office Specialist) and a delay in hiring a Utility Billing Specialist (budgeted for full year, but hired in October, 2015.)
 - Other savings of \$234,000 primarily reflect expense timing as compared to budget.

Despite revenue shortfalls, the District's Net Income/Contribution to CIP was \$1,506,000 as compared to a budget of \$1,178,000. Even with continued lower sales than plan through the end of the fiscal year, we project that we will be on plan with the District's Contribution to CIP and Reserves.

CIP

Current estimates for CIP for FY2016 are \$3,037,000 vs. \$4,284,000 in the District's original plan. This difference primarily reflects lower than projected costs for El Granada Pipeline Replacement Final Phase Project.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Mar-16

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	7,345,743.00	6,800,305.70	(545,437.30)	-7.4%
TOTAL OPERATING REVENUE		7,345,743.00	6,800,305.70	(545,437.30)	-7.4%
NON-OPERATING REVENUE					
1-0-4170-00	Water Taken From Hydrants	29,999.97	67,229.20	37,229.23	124.1%
1-0-4180-00	Late Notice -10% Penalty	67,500.00	56,098.94	(11,401.06)	-16.9%
1-0-4230-00	Service Connections	7,497.00	9,501.34	2,004.34	26.7%
1-0-4920-00	Interest Earned	1,912.50	2,438.55	526.05	27.5%
1-0-4930-00	Tax Apportionments/Cnty Checks	395,000.00	466,616.71	71,616.71	18.1%
1-0-4950-00	Miscellaneous Income	27,747.00	23,004.78	(4,742.22)	-17.1%
1-0-4955-00	Cell Site Lease Income	104,433.75	107,416.95	2,983.20	2.9%
1-0-4965-00	ERAF REFUND -County Taxes	200,000.00	325,710.11	125,710.11	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		834,090.22	1,058,016.58	223,926.36	26.8%
TOTAL REVENUES		8,179,833.22	7,858,322.28	(321,510.94)	-3.9%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	2,032,645.00	1,842,194.96	190,450.04	9.4%
1-1-5230-00	Pump Exp, Nunes T P	22,122.00	22,746.84	(624.84)	-2.8%
1-1-5231-00	Pump Exp, CSP Pump Station	213,605.00	224,586.01	(10,981.01)	-5.1%
1-1-5232-00	Pump Exp, Trans. & Dist.	9,603.00	12,967.38	(3,364.38)	-35.0%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	13,825.00	21,369.53	(7,544.53)	-54.6%
1-1-5234-00	Pump Exp. Denniston Proj.	63,147.00	36,170.02	26,976.98	42.7%
1-1-5242-00	CSP Pump Station Operations	6,374.00	7,270.06	(896.06)	-14.1%
1-1-5243-00	CSP Pump Station Maintenance	27,749.97	4,713.25	23,036.72	83.0%
1-1-5246-00	Nunes T P Operations	38,064.00	44,242.47	(6,178.47)	-16.2%
1-1-5247-00	Nunes T P Maintenance	41,625.00	45,595.22	(3,970.22)	-9.5%
1-1-5248-00	Denniston T.P. Operations	21,027.00	26,311.41	(5,284.41)	-25.1%
1-1-5249-00	Denniston T.P. Maintenance	24,003.00	33,956.67	(9,953.67)	-41.5%
1-1-5250-00	Laboratory Services	29,999.00	31,720.40	(1,721.40)	-5.7%
1-1-5260-00	Maintenance -General	201,375.00	180,141.83	21,233.17	10.5%
1-1-5261-00	Maintenance -Well Fields	40,000.00	25,992.20	14,007.80	35.0%
1-1-5263-00	Uniforms	0.00	5,126.41	(5,126.41)	0.0%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5318-00	Studies/Surveys/Consulting	180,000.00	113,336.29	66,663.71	37.0%
1-1-5321-00	Water Resources	27,749.97	35,791.64	(8,041.67)	-29.0%
1-1-5322-00	Community Outreach	71,325.00	7,616.40	63,708.60	89.3%
1-1-5381-00	Legal	45,000.00	47,158.50	(2,158.50)	-4.8%
1-1-5382-00	Engineering	10,499.94	7,576.79	2,923.15	27.8%
1-1-5383-00	Financial Services	24,000.00	9,360.00	14,640.00	61.0%
1-1-5384-00	Computer Services	77,850.00	64,201.43	13,648.57	17.5%
1-1-5410-00	Salaries/Wages-Administration	816,753.80	691,344.36	125,409.44	15.4%
1-1-5411-00	Salaries & Wages -Field	860,389.20	842,681.44	17,707.76	2.1%
1-1-5420-00	Payroll Tax Expense	117,735.31	107,613.16	10,122.15	8.6%
1-1-5435-00	Employee Medical Insurance	395,592.75	340,561.28	55,031.47	13.9%
1-1-5436-00	Retiree Medical Insurance	0.00	12,831.99	(12,831.99)	
1-1-5440-00	Employees Retirement Plan	388,709.20	362,846.12	25,863.08	6.7%
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.0%
1-1-5510-00	Motor Vehicle Expense	41,739.00	32,922.74	8,816.26	21.1%
1-1-5620-00	Office Supplies & Expense	123,356.25	135,067.93	(11,711.68)	-9.5%
1-1-5625-00	Meetings / Training / Seminars	18,000.00	12,099.19	5,900.81	32.8%
1-1-5630-00	Insurance	86,250.00	75,929.44	10,320.56	12.0%
1-1-5687-00	Membership, Dues, Subscript.	53,467.47	41,075.27	12,392.20	23.2%
1-1-5688-00	Election Expenses	25,000.00	0.00	25,000.00	0.0%
1-1-5689-00	Labor Relations	4,500.00	0.00	3,000.00	66.7%
1-1-5700-00	San Mateo County Fees	13,275.00	16,984.84	(3,709.84)	-27.9%
1-1-5705-00	State Fees	11,999.97	10,981.88	1,018.09	8.5%
TOTAL OPERATING EXPENSES		6,178,356.83	5,533,085.35	645,271.48	10.4%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Svc/Existing Bonds 2006B	485,889.00	482,491.78	3,397.22	0.0%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	338,024.00	336,545.79	1,478.21	0.4%
TOTAL CAPITAL ACCOUNTS		823,913.00	819,037.57	4,875.43	0.6%
TOTAL EXPENSES		7,002,269.83	6,352,122.92	650,146.91	9.3%
CONTRIBUTION TO CIP/RESERVES		1,177,563.39	1,506,199.36		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: April 12, 2016

Report

Date: April 8, 2016

Subject: Salary Schedule Effective: July 1, 2016

Recommendation:

Approval of FY2016-2017 Salary Schedule (effective July 1, 2016)

Background:

CALPERS requires Board approval of the salary schedule. The proposed schedule reflects the following:

- 1) 3% COLA increase plus 1% (per the Memorandum of Understanding with the union) effective July 1, 2016.
- 2) Incorporation of \$221 per pay period into the Administrative Assistant's base rate for Board related duties previously paid out as "special compensation." (This reclassification has no \$ impact, but is being made as a result of a CALPERS audit.)

**COASTSIDE COUNTY WATER DISTRICT
SALARY SCHEDULE FOR FISCAL YEAR 2016-2017**

EFFECTIVE: July 1, 2016

Approved Board Meeting: _____

JOB TITLE	HOURLY RANGE BOTTOM	ANNUAL	HOURLY RANGE TOP	ANNUAL
MANAGEMENT				
GENERAL MANAGER				\$ 218,348
ASSISTANT GENERAL MANAGER				\$ 172,218
SUPERINTENDENT OF OPERATIONS		\$ 120,139		\$ 150,045
ADMINISTRATIVE				
ADMINISTRATIVE ASSISTANT	\$ 37.15	\$ 77,262	\$ 44.67	\$ 92,923
OFFICE MANAGER	\$ 37.92	\$ 78,880	\$ 46.23	\$ 96,154
OFFICE SPECIALIST I	\$ 26.23	\$ 54,567	\$ 31.97	\$ 66,491
OFFICE SPECIALIST II	\$ 28.93	\$ 60,164	\$ 35.26	\$ 73,332
UTILITY BILLING SPECIALST	\$ 33.55	\$ 69,790	\$ 40.89	\$ 85,041
WATER RESOURCE ANALYST	\$ 38.41	\$ 79,887	\$ 46.82	\$ 97,381
WATER EFFICIENCY SPECIALIST	\$ 31.94	\$ 66,437	\$ 38.91	\$ 80,931
OPERATIONS				
DISTRIBUTION SUPERVISOR	\$ 44.48	\$ 92,508	\$ 56.36	\$ 117,218
MAINTENANCE WORKER	\$ 25.23	\$ 52,468	\$ 31.97	\$ 66,491
MAINTENANCE WORKER II	\$ 26.48	\$ 55,068	\$ 33.55	\$ 69,790
SR. TREATMENT/DISTRIBUTION OPERATOR	\$ 41.30	\$ 85,904	\$ 52.33	\$ 108,836
TREATMENT PLANT SUPERVISOR	\$ 50.31	\$ 104,650	\$ 63.75	\$ 132,604
TREATMENT/DISTRIBUTION OPERATOR	\$ 29.96	\$ 62,322	\$ 37.96	\$ 78,957

** All Coastsides County Water District employees are paid on a bi-weekly schedule.*

**Coastside County Water District
BUDGET (CIP and O&M) PROCESS TIMELINE
Fiscal Year 2016/2017**

Description	Date
Staff Internal Budget Review – Distribute O&M Budget Worksheets and Update CIP budget spreadsheet	January 2016
Staff Internal Budget Review – Worksheets Due/Review CIP Budget	February 5, 2016
Present Budget Timeline for Board approval	February 9, 2016 Regular Board Meeting
Facility Committee Meeting – Introduction to CIP Budget Process/Timeline	February 24, 2016 10:00am
Present “Draft” CIP and O&M Budget to Board of Directors at Board Meeting	March 8, 2016 Regular Board Meeting
Finance Committee Meeting – Introduction to CIP and O&M Budget Process/Timeline	March 23, 2016 3:00 p.m.
Customer Outreach – Website Draft Budget and Finance Plan FY 2017	March 2016
Budget Work Session with Board of Directors	April 5, 2016 2:00 p.m.
Present “Draft” CIP and O&M Budget to Board of Directors at Board Meeting	April 12, 2016 Regular Board Meeting
Finance Committee Meeting	April 28, 2016 3:00 p.m.
Present & Discuss “Draft” CIP and O&M Budgets at Workshop- Approve Notice of Rate Increase (Prop 218)	May 10, 2016 Regular Board Meeting
Mail Notice of Rate Increase (Prop 218) – Minimum 45-Day Notice Before Public Hearing	May 2016 (TBD)
Customer Outreach – E-Newsletter Message: Understanding Budget and Proposed Rate Increase	May/June 2016 (TBD)
Present & Discuss “Draft” CIP and O&M Budgets	June 14, 2016 Regular Board Meeting
Rate Increase Hearing - Approve CIP and O&M Budgets – Approve Rate Increase	Special Board Meeting June 30 th - 7:00 p.m.

DRAFT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: April 8, 2016

Report

Date: April 12, 2016

Subject: Draft Fiscal Year 2016-2017 Operations Budget and Draft Fiscal Year 2016/17 to 2025/26 Capital Improvement Program.

Recommendation:

No Board action required at this time.

Background:

Staff presents for the Board's review the attached draft Fiscal Year 2016-2017 Operations Budget and draft Fiscal Year 2016/17 to 2025/26 Capital Improvement Program (CIP).

Highlights:

Budget to Budget Comparison

- FY2017 Budget assumes water sales at the February 2016 (12) month running average of 570 MG. (FY2016 budget reflected water sales of 590 MG; FY2015 actual sales were 610 MG.) As the rate adjustment is still "to be determined", no rate adjustment has been included in the draft budget.
- FY2017 water purchases from SFPUC are \$190,000 less than the FY2016 budget primarily due to: 1) a decrease in year-over-year water sales and 2) increased use of local sources vs. SFPUC over prior years. The impact of the SFPUC volume decreases are partially offset by a 9.3% increase in SFPUC water rates.
- FY2017 Operating Expenses are \$20,000 less than the prior year's budget, primarily due to lower SFPUC water purchases and lower consulting, outreach and water conservation expenses.
- The FY2017 budget also includes an additional \$311,000 for debt service for a new IBank loan.

CIP

- \$33,569,000 total CIP (FY2017 dollars)
- Net decrease of \$662,500 vs. FY2015/16 to FY2024/25 CIP

STAFF REPORT

Agenda: April 12, 2016

Subject: Draft FY2016-2017 Budget Review

Page Two

On April 6, 2016, the Board conducted a special "Budget Working Session" Board meeting to review the details of the budget and go over the CIP and 10-Year District Financing Plan. At the May Board Meeting, John Farnkopf of HF&H Consultants will present an updated rate study and staff will discuss the rate increases required to fund the District's operations and capital program and to maintain an adequate level of reserves.

Please note that due to the volume of paper, the individual detailed sheets for the Operations Budget and Capital Improvement Program are not included in this agenda packet. The individual detailed sheets are available in electronic form on the District's website at www.coastsidewater.org or hard copies may be obtained at the District's office.

Operations & Maintenance Budget - FY 2016-2017

<i>Note: Rate Increase is TBD -- No adjustment over FY2015-16 has been included.</i>		Proposed Budget FY 16/17	Approved FY 15/16 Budget	FY16/17 Budget Vs. FY 15/16 Budget \$ Change	FY16/17 Budget Vs. FY 15/16 Budget % Change	Proj Year End Actual FY 15/16	FY 16/17 Budget Vs. FY 15/16 Actual \$ Change	FY 16/17 Budget Vs. FY 15/16 Actual % Change	YTD Actual FY 15/16 as of February 28, 2016
Account Number	Description								
OPERATING REVENUE									
4120	Water Sales (1)	\$9,280,000	\$9,863,916	-\$583,916	-5.9%	\$9,280,000	\$0	0.0%	\$6,254,781
Total Operating Revenue		\$9,280,000	\$9,863,916	-\$583,916	-5.9%	\$9,280,000	\$0	0.0%	\$6,254,781
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$50,000	\$40,000	\$10,000	25.0%	\$70,000	-\$20,000	-28.6%	\$64,210
4180	Late Penalty	\$72,000	\$90,000	-\$18,000	-20.0%	\$70,000	\$2,000	2.9%	\$47,180
4230	Service Connections	\$10,000	\$10,000	\$0	0.0%	\$11,000	-\$1,000	-9.1%	\$8,519
4920	Interest Earned	\$3,070	\$2,550	\$520	20.4%	\$4,000	-\$930	-23.3%	\$2,439
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$625,000	-\$25,000	-4.0%	\$465,494
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$25,000	\$12,000	48.0%	\$17,715
4955	Cell Site Lease Income	\$143,692	\$139,245	\$4,447	3.2%	\$141,000	\$2,692	1.9%	\$95,288
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$325,710	-\$125,710	-38.6%	\$325,710
Total Non-Operating Revenue		\$1,115,762	\$1,118,795	-\$3,033	-0.3%	\$1,271,710	-\$155,948	-12.3%	\$1,026,555
TOTAL REVENUES		\$10,395,762	\$10,982,711	-\$586,949	-5.3%	\$10,551,710	-\$155,948	-1.5%	\$7,281,335
OPERATING EXPENSES									
5130	Water Purchased	\$2,682,362	\$2,871,947	-\$189,585	-6.6%	\$2,530,000	\$152,362	6.0%	\$1,730,237
5230	Electrical Exp. Nunes WTP	\$31,270	\$29,500	\$1,770	6.0%	\$31,000	\$270	0.9%	\$22,024
5231	Electrical Expenses, CSP	\$325,420	\$307,052	\$18,368	6.0%	\$307,000	\$18,420	6.0%	\$224,696
5232	Electrical Expenses/Trans. & Dist.	\$18,020	\$12,800	\$5,220	40.8%	\$16,000	\$2,020	12.6%	\$11,015
5233	Elec Exp/Pilarcitos Cyn	\$26,000	\$18,000	\$8,000	44.4%	\$22,000	\$4,000	18.2%	\$14,228
5234	Electrical Exp., Denn	\$98,020	\$90,100	\$7,920	8.8%	\$62,000	\$36,020	58.1%	\$22,381
5242	CSP - Operation	\$10,500	\$8,500	\$2,000	23.5%	\$10,000	\$500	5.0%	\$6,596
5243	CSP - Maintenance	\$37,000	\$37,000	\$0	0.0%	\$37,000	\$0	0.0%	\$4,273
5246	Nunes WTP Oper	\$57,000	\$52,764	\$4,236	8.0%	\$57,000	\$0	0.0%	\$38,783
5247	Nunes WTP Maint	\$80,500	\$55,500	\$25,000	45.0%	\$63,000	\$17,500	27.8%	\$37,715
5248	Denn. WTP Oper.	\$35,000	\$30,000	\$5,000	16.7%	\$35,000	\$0	0.0%	\$21,025
5249	Denn WTP Maint	\$53,000	\$32,000	\$21,000	65.6%	\$40,000	\$13,000	32.5%	\$22,370
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$40,000	\$0	0.0%	\$26,012
5260	Maintenance Expenses	\$281,700	\$268,500	\$13,200	4.9%	\$270,000	\$11,700	4.3%	\$168,495
5261	Maintenance, Wells	\$50,000	\$40,000	\$10,000	25.0%	\$50,000	\$0	0.0%	\$19,603
5263	Uniforms	\$10,000	\$0	\$10,000	#DIV/0!	\$9,000	\$1,000	11.1%	\$2,568
5318	Studies/Surveys/Consulting	\$150,000	\$240,000	-\$90,000	-37.5%	\$200,000	-\$50,000	-25.0%	\$106,316
5321	Water Resources	\$47,000	\$37,000	\$10,000	27.0%	\$45,000	\$2,000	4.4%	\$32,282
5322	Community Outreach	\$50,000	\$95,100	-\$45,100	-47.4%	\$65,000	-\$15,000	-23.1%	\$6,581
5381	Legal	\$60,000	\$60,000	\$0	0.0%	\$60,000	\$0	0.0%	\$30,865
5382	Engineering	\$14,000	\$14,000	\$0	0.0%	\$14,000	\$0	0.0%	\$5,286
5383	Financial Services	\$20,000	\$24,000	-\$4,000	-16.7%	\$24,000	-\$4,000	-16.7%	\$9,360
5384	Computer Services	\$125,300	\$103,800	\$21,500	20.7%	\$103,000	\$22,300	21.7%	\$57,213
5410	Salaries, Admin.	\$1,076,704	\$1,061,780	\$14,924	1.4%	\$940,000	\$136,704	14.5%	\$622,016
5411	Salaries - Field	\$1,211,375	\$1,118,506	\$92,869	8.3%	\$1,118,506	\$92,869	8.3%	\$753,883

Operations & Maintenance Budget - FY 2016-2017

<i>Note: Rate Increase is TBD -- No adjustment over FY2015-16 has been included.</i>		Proposed Budget FY 16/17	Approved FY 15/16 Budget	FY16/17 Budget Vs. FY 15/16 Budget		Proj Year End Actual FY 15/16	FY 16/17 Budget Vs. FY 15/16 Actual		YTD Actual FY 15/16 as of February 28, 2016
Account Number	Description			\$ Change	% Change		\$ Change	% Change	
5420	Payroll Taxes	\$159,943	\$153,056	\$6,887	4.5%	\$145,000	\$14,943	10.3%	\$95,507
5435	Employee Medical Insurance	\$471,999	\$527,457	-\$55,458	-10.5%	\$470,000	\$1,999	0.4%	\$303,749
5436	Retiree Medical Insurance	\$93,620		\$93,620	#DIV/0!	\$55,677	\$37,943	68.1%	\$6,579
5440	Employee Retirement	\$503,132	\$505,321	-\$2,189	-0.4%	\$475,000	\$28,132	5.9%	\$323,070
5445	SIP 401a Plan	\$33,000	\$30,000	\$3,000	10.0%	\$33,000	\$0	0.0%	\$0
5510	Motor Vehicle Exp.	\$56,700	\$55,650	\$1,050	1.9%	\$55,000	\$1,700	3.1%	\$28,477
5620	Office Expenses	\$170,775	\$164,475	\$6,300	3.8%	\$173,000	-\$2,225	-1.3%	\$121,192
5625	Meetings/Training/Seminars	\$24,000	\$24,000	\$0	0.0%	\$24,000	\$0	0.0%	\$9,568
5630	Insurance	\$120,000	\$115,000	\$5,000	4.3%	\$115,000	\$5,000	4.3%	\$69,296
5687	Memberships & Subscriptions	\$74,000	\$71,290	\$2,710	3.8%	\$71,000	\$3,000	4.2%	\$39,743
5688	Election Expense	\$0	\$25,000	-\$25,000	-100.0%	\$0	\$0		\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$6,000	\$0	0.0%	\$0
5700	County Fees	\$19,000	\$17,700	\$1,300	7.3%	\$17,700	\$1,300	7.3%	\$16,985
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$16,000	\$0	0.0%	\$10,982
Total Operating Expenses		\$8,338,340	\$8,358,798	-\$20,458	-0.2%	\$7,804,883	\$533,457	6.8%	\$5,020,969
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$486,426	\$485,889	\$537	0.1%	\$477,852	\$8,574	1.8%	\$350,896
5715	Existing Bond-CIEDB 11-099	\$336,409	\$338,024	-\$1,615	-0.5%	\$336,546	-\$136	0.0%	\$336,546
	New Bond	\$311,167	\$0	\$311,167	#DIV/0!	\$0	\$311,167	#DIV/0!	
Total Capital Accounts		\$1,134,003	\$823,913	\$310,090	37.6%	\$814,398	\$319,604	39.2%	\$687,442
TOTAL REVENUE LESS TOTAL EXPENSE		\$923,419	\$1,800,000	-\$876,581	-48.7%	\$1,932,429	-\$1,009,010	-52.2%	\$1,572,925
5713	Cont. to CIP & Reserves	\$923,419							

Notes:

CIP Projects FY16/17 to FY25/26

NO.	PROJECT NAME	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	CIP Total
Equipment Purchase & Replacement												
06-03	SCADA/Telemetry/Electrical Controls Replacement	150,000	150,000									300,000
08-10	Backhoe				80,000							80,000
08-12	New Service Truck		200,000									200,000
15-04	Vactor Truck/Trailer			350,000								350,000
17-02	Forklift for Nunes, Miscellaneous Tools	30,000										30,000
99-02	Vehicle Replacement			30,000		30,000	30,000		30,000			120,000
99-03	Computer Systems	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000			40,000
99-04	Office Equipment/Furniture	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000			24,000
8	Equipment Purchase & Replacement Totals	188,000	358,000	388,000	88,000	38,000	38,000	8,000	38,000			1,144,000
Facilities & Maintenance												
08-08	PRV Valves Replacement Project	30,000	30,000	30,000	30,000							120,000
09-07	Advanced Metering Infrastructure	300,000	300,000	300,000	50,000	20,000	20,000	20,000	20,000	20,000	20,000	1,070,000
09-09	Fire Hydrant Replacement	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	400,000
09-23	District Digital Mapping	10,000										10,000
14-14	Pilarcitos Canyon Road Improvements	50,000										50,000
15-03	District Administration/Operations Center									3,000,000		3,000,000
16-07	Sample Station Replacement Project		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		40,000
17-11	Pilarcitos PRV Station Valve Replacement	45,000										45,000
99-01	Meter Change Program	300,000	300,000	300,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	1,040,000
9	Facilities & Maintenance Totals	775,000	675,000	675,000	145,000	85,000	85,000	85,000	85,000	85,000	3,080,000	5,775,000
Pipeline Projects												
06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project	300,000										300,000
06-02	Highway 1 South Pipeline Replacement Project		80,000	100,000	1,200,000							1,380,000
07-03	Pilarcitos Canyon Pipeline Replacement							150,000	1,000,000			1,150,000
07-04	Bell Moon Pipeline Replacement Project		60,000	250,000								310,000
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave.	200,000										200,000
14-01	Replace 12" Welded Steel Line on Hwy 92 with 8" DI	300,000				1,000,000	1,000,000	1,000,000				3,300,000
14-26	Replace 2 Inch Pipe Downtown Half Moon Bay	500,000										500,000

NO.	PROJECT NAME	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	CIP Total
14-27	Grandview 2 Inch Replacement		450,000									450,000
14-28	Replace 2 Inch Hilltop Market to Spanishtown			240,000								240,000
14-29	Replace 2 Inch GS Purisima Way				125,000							125,000
14-30	Replace Miscellaneous 2 Inch GS El Granada				60,000							60,000
14-31	Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus St.			225,000								225,000
14-32	Casa Del Mar - Replace Cast Iron Mains						1,000,000	1,000,000				2,000,000
14-33	Miramar Cast Iron Pipeline Replacement					1,000,000	1,000,000					2,000,000
16-09	Slipline 10-inch Pipeline in Magellan at Hwy 1	100,000										100,000
NN-00	Pipeline Replacement								1,500,000	1,500,000	1,500,000	4,500,000
16	Pipeline Projects Totals	1,400,000	590,000	815,000	1,385,000	2,000,000	3,000,000	2,150,000	2,500,000	1,500,000	1,500,000	16,840,000
Pump Stations/Tanks/Wells												
06-04	Hazen's Tank Replacement	30,000										30,000
08-14	Alves Tank Recoating, Interior + Exterior			600,000								600,000
08-16	Cahill Tank Exterior Recoat				15,000							15,000
08-18	EG Tank #3 Recoating Interior + Exterior	600,000										600,000
09-18	New Pilarcitos Well		150,000									150,000
11-02	CSPS Stainless Steel Inlet Valves			100,000								100,000
11-05	Half Moon Bay Tank #2 Interior + Exterior Recoat		200,000									200,000
11-06	Half Moon Bay Tank #3 Interior + Exterior Recoat				200,000							200,000
13-08	Crystal Springs Spare 350 HP Pump & Motor		50,000									50,000
13-11	EG Tank #1 & Tank #2 Emergency Generators	200,000										200,000
16-08	New Denniston Well		80,000									80,000
17-03	Pilarcitos Wells 3 and 3a Rehabilitation	90,000										90,000
17-05	Crystal Springs Pump Station Motor Controls	50,000										50,000
17-06	Crystal Springs Pump Station Discharge Valve Replacement	30,000										30,000
14	Pump Stations/Tanks/Wells Totals	1,000,000	480,000	700,000	215,000							2,395,000
Water Supply Development												
10-02	Bridgeport Drive Pipeline Replacement Project	1,300,000										1,300,000
12-04	Denniston Treated Water Booster Station	1,300,000										1,300,000
12-12	San Vicente Diversion and Pipeline			300,000	1,000,000	1,000,000						2,300,000
13-04	Denniston Reservoir Restoration				1,000,000							1,000,000
17-12	Recycled Water Project Development	100,000	100,000									200,000

NO.	PROJECT NAME	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	CIP Total
5	Water Supply Development Totals	2,700,000	100,000	300,000	2,000,000	1,000,000						6,100,000
Water Treatment Plants												
08-07	Nunes Filter Valve Replacement			30,000	30,000	30,000	30,000	30,000				150,000
13-05	Denniston WTP Emergency Power			500,000								500,000
17-01	Nunes Water Treatment Plant Treated Water Meter	50,000										50,000
17-04	Denniston Dam Spillway Repairs	10,000	90,000									100,000
17-07	Denniston WTP Site Improvements for Erosion Control	50,000										50,000
17-08	Nunes Filter Surface Wash Repairs	50,000										50,000
17-10	Nunes Backwash Pond Sand Replacement	65,000										65,000
99-05	Denniston Maintenance Dredging	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
8	Water Treatment Plants Totals	260,000	125,000	565,000	65,000	65,000	65,000	65,000	35,000	35,000	35,000	1,315,000
Grand Total		6,323,000	2,328,000	3,443,000	3,898,000	3,188,000	3,188,000	2,308,000	2,658,000	1,620,000	4,615,000	33,569,000

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 12, 2016

Report

Date: April 8, 2016

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:


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

1. Recycled Water Update:

- The SAM-CCWD joint Recycled Water Committee met March 21 at SAM. We presented Kennedy/Jenks' Technical Memo #2, which describes the recycled water transmission facilities CCWD will need and estimates their cost at about \$1.2 million. The committee suggested that SAM and CCWD staff should begin working on a term sheet for a recycled water agreement between the agencies.
- Mary Rogren and I met with SAM General Manager Beverli Marshall on March 25 to discuss next steps.
- SAM has been seeking member agency approval of a \$182,000 Recycled Water Facilities 25% Design Study which would provide a sound basis for determining whether the proposed Phase 1 project serving the golf course is financially feasible. Montara Water and Sanitary District and Granada Community Services District have approved the project. The Half Moon Bay City Council discussed the project on April 5 meeting and continued the matter until a future meeting.

- #### **2. San Francisco Water Supply Availability:**
- On April 6, SFPUC provided its Final Water Supply Availability Estimate for the upcoming fiscal year, as required under the Water Supply Agreement (copy attached). The estimate concludes that "San Francisco will not request further action of its customers beyond the current State Water Resources Control Board mandatory conservation requirements".



TO: SFPUC Wholesale Customers 

FROM: Steven R. Ritchie, Assistant General Manager, Water

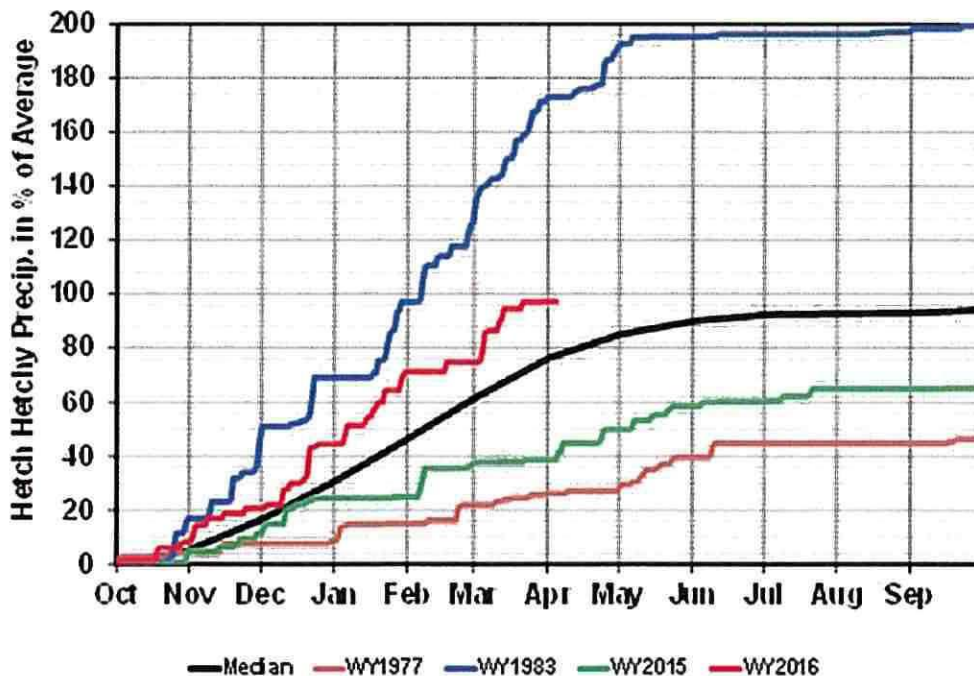
DATE: April 6, 2016

RE: Final Water Supply Availability Estimate

This memo provides an update on the water supply availability estimate provided March 7th, 2016 and the current hydrologic conditions.

March precipitation was well above normal conditions for both the Hetch Hetchy and Bay Area reservoir watersheds. Hetch Hetchy received 8.0 inches in the month of March which brings the annual precipitation at Hetch Hetchy to 115.8% of average annual to date. The plot below shows precipitation at Hetch Hetchy as of April 3rd. The Bay Area reservoir watersheds received well over average precipitation for March resulting in above average annual to date totals as presented in the table below.

Precipitation at Hetch Hetchy - Water Year 2016



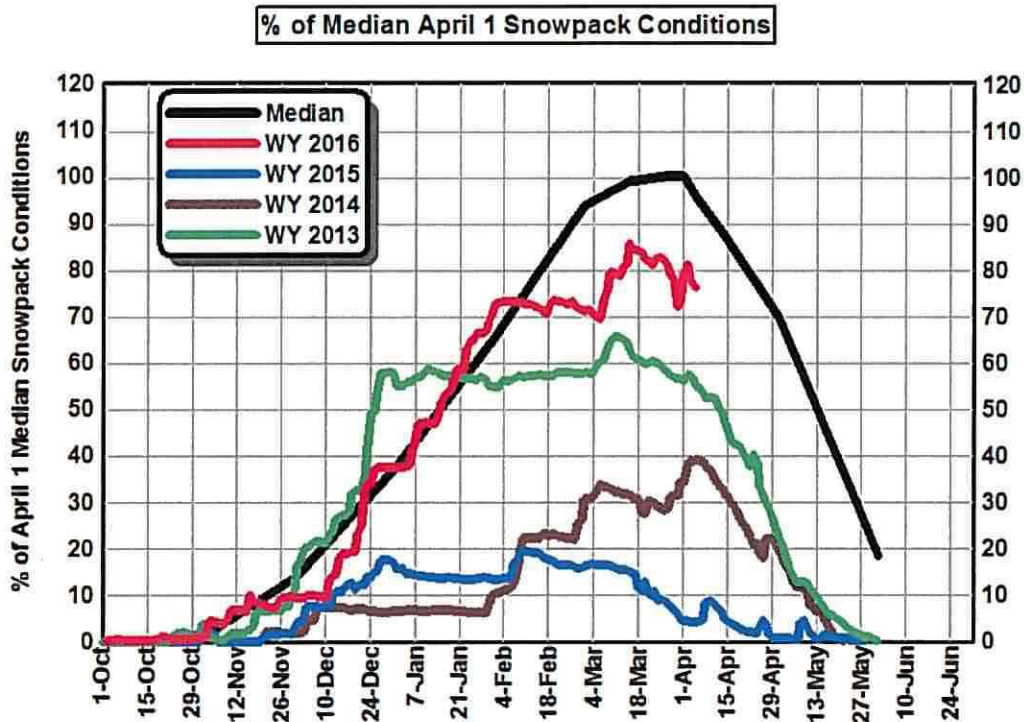
- Edwin M. Lee**
Mayor
- Francesca Vietor**
President
- Anson Moran**
Vice President
- Ann Moller Caen**
Commissioner
- Vince Courtney**
Commissioner
- Ike Kwon**
Commissioner
- Harlan L. Kelly, Jr.**
General Manager



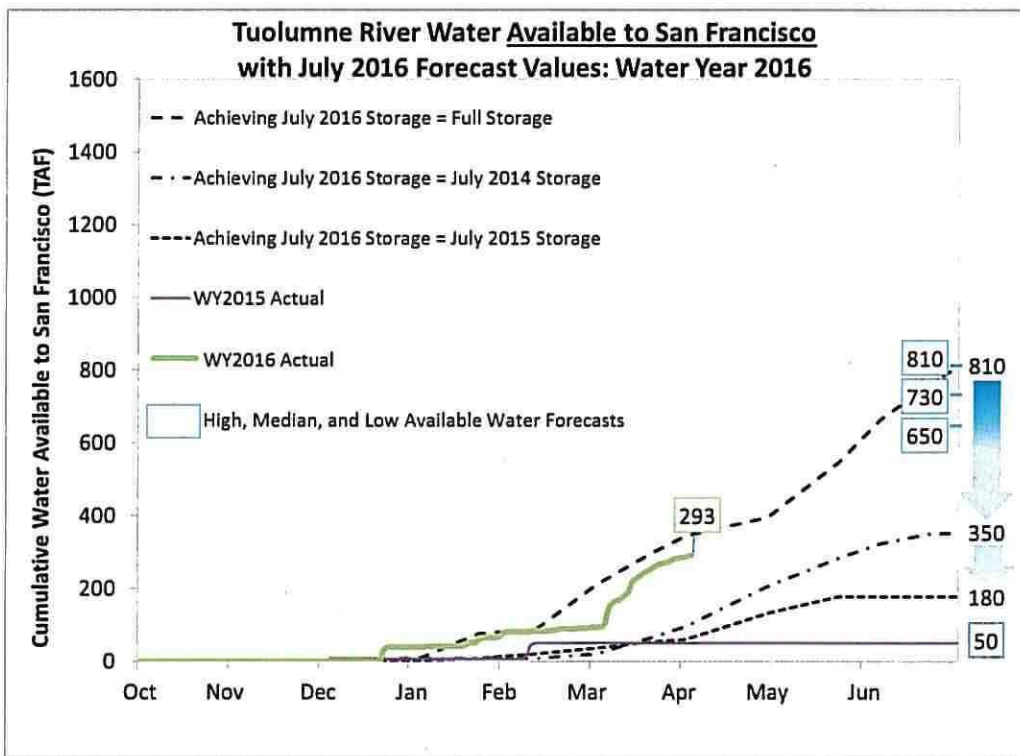
Precipitation Totals at Three Local Reservoirs for March 2016				
Reservoir	Month Total (inches)	Percentage of Average for the Month	Water Year to Date ⁷ (inches)	Percentage of Average for the Year-to-Date ⁷
Pilarcitos	12.65	231%	39.04	114 %
Lower Crystal Springs	8.60	223%	26.12	110 %
Calaveras	5.93	182%	20.08	107 %

⁷ WY 2016: Oct. 2015 through Sep. 2016.

Snowpack conditions in the Tuolumne River watershed ended the month at about 89% of median April 1st conditions as shown in the chart below.



While the storms in March did not result in pushing the snowpack to average April 1st conditions or above, they did result in high flows in the Tuolumne River basin. Inflows to the Tuolumne watershed reservoirs were 179-195% of normal for the month. This was due to warm storm events which melted lower elevation snowpack. As a result, water available to San Francisco was 284.5% of normal for the month of March. This enabled reservoir elevations to increase while also increasing storage in Water Bank. Total Tuolumne system storage is at 62.8% of maximum storage compared to last year's 55.6% of maximum storage at this time of year with water bank being 124,410 AF higher this year. The chart below shows how much water available to San Francisco is necessary to fill the Regional Water System. The chart also provides a forecast of how much water San Francisco estimates will be available under different hydrologic conditions. If wet conditions persist, San Francisco will end up with 810,000 acre-feet which will fill the system. Under median hydrologic conditions, San Francisco will end up with about 730,000 acre-feet or a RWS that is 90% full.



As a result of San Francisco's forecasts of RWS storage, San Francisco will not request further action of its customers beyond the current State Water Resources Control Board mandatory conservation requirements. As of today, it is uncertain if the State Board will relax the mandatory conservation requirements. We may provide additional recommendations after any State Board action. However, conservation savings in the SFPUC service area are paramount to refilling the RWS, thus, maintaining water deliveries at or near Calendar 2015 levels will benefit the RWS as we recover from the drought conditions and put the RWS in a better state to take on additional dry years if they follow.

As always, we encourage you to visit our website at <http://www.sfwater.org/supplyupdate> where you can find information regarding water use reductions, track water consumption, reservoir storage levels, and inflow and precipitation data.

cc.: Nicole Sandkulla, CEO/General Manager, BAWSCA

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: April 12, 2016

Report
Date: April 7, 2016

Monthly Highlights

El Granada Pipeline Final Phase – The project is progressing at a steady pace. The HTPE pipeline has been installed under the creek and the majority of the project is expected to be complete by the end of April.

Source of Supply

Crystal Springs, Pilarcitos and Denniston Reservoirs, Denniston Well 1 and Pilarcitos Wells 1, 4, 4A and 5 were the source of supply in March, supplying 50 million gallons (MG) of water. Forty six percent of March's production was from Coastside County Water District (CCWD) owned sources (19% from Denniston and 27% from Pilarcitos wells). This is the third month in a row that local, District owned sources provided more water than that supplied by San Francisco Public Utility Commission (SFPUC). Denniston WTP ran for 15 days in March.

System Improvements

Automated Metering Infrastructure (AMI) Pilot

The crew installed 17 AMI meters at strategic district locations as part of a pilot program to assess any issues and note any benefits. With the use of a program called Beacon, staff can access the meters at any time from the District office. We are already noting backflow and leak issues from the meters installed in March.

Facilities Painting

Staff has tidied up and painted Alves Pump Station and the Nunes WTP backwash pump room.

Coastside County Water District (CCWD) Engineering Specifications

Staff is in the process of updating and improving the looks of the District's Engineering Specifications. Update should be complete by May.

Other Activities Update:

Cabrillo Unified School District (CUSD)

The School District is presently in the midst of three major projects , including improvements to Hatch Elementary School, a new Pilarcitos High School ,and a new

gym in a joint project with the Boys and Girls Club on the Cunha Middle School property. We have had discussions on service capacity, hydrant installation, meter sizing, water quality improvements at Hatch Elementary, protection of our pipelines from building encroachments, standard design details, backflow requirements, meter modifications, and approved contractors for tapping our mains.

March Rain Events

We received over 6 inches of rain in March that impacted the District as follows:

Denniston Access Road. The Denniston access road flooded to the point of almost being undrivable in the District trucks. We called in our biologist to determine the cause and solution. His assessment after his visit on 30 March was that heavy underbrush along and in the stream had caused resistance to flow in the main channel which backed up the water and allowed a significant portion of the creek flow to divert to the access road. He suggested, and we will implement, hand clearing the brush along the creek.

Denniston WTP 1. The storms brought in an extended period of high turbidities in Denniston Creek. The plant was shut down due to high creek turbidities from 7-19 March. Treatment Staff ran a series of jar tests on the high turbidity water to allow us to start with confidence on 19 March.

2. The treatment staff had sandbagged the perimeter of the return wash water basins to prevent stormflows from depositing gravel into the drying beds. For the most part this worked rather well but focused drainage onto the main access road causing some rutting of the road. We have earmarked capital funds for FY17 for a curb and gutter to replace the sandbags and alleviate this problem.

Nunes WTP. Heavy rains resulted in much debris plugging up the V-ditch at the bottom of Carter Hill causing spillover onto the Nunes WTP access road. Crews cleared out the ditch on 8 March.

Tree falls. Two tree falls in Pilarcitos canyon blocked our access road until the crew could remove them. A tree blew over at Nunes WTP site near the Sprint cell tower that we had to remove.

Power Failures. Power failures affected the Pilarcitos Well field and Denniston WTP. PG&E had to reset the breakers on a power pole in Pilarcitos Canyon.

Hazardous Materials (HAZMAT) Incident

On 18 March, it was reported to us that the San Mateo County HAZMAT team had blocked highway 92 at Crystal Springs Reservoir due to a drum of unknown contents floating in the reservoir. Although the contents of the drum turned out to be only water and we were not using Crystal Springs at the time, the incident highlighted the need for improved communication with SFPUC when such incidents occur. We will be working with SFPUC staff to develop notification protocols.

Regulatory Agency Interaction

California Water Resources Control Board (CWRCB)

Submitted our Annual Report on week of 14 March.

Safety/Training/Inspections/Meetings

Meetings Attended

9 March - All Employee Meeting

16 March - AWWA meeting at Contra Costa Water District

18 March - Met with Ed Watkins of CUSD on Pilarcitos High School Project.

20-24 March - Cal/Nev American Water Works Association (AWWA) Spring Conference in Sacramento

29 March - Met with City of Half Moon Bay (HMB) on Wave Avenue Subdivision Plans

30 March - El Granada Pipeline Final Phase weekly status meeting

31 March - Operations & Maintenance (O&M) Staff Meeting

Tailgate safety sessions in October

4 March - Shift Work: A Fact of Utility Life

7 March - Shaken Up: Living in Earthquake Country

14 March - Build In Construction Site Safety

29 March - Don't Let Chemicals Get You!

Preventive Solutions Safety Committee and Training

Treatment Supervisor Sean Donovan attended the quarterly safety committee meeting with crew members from Montara Water and Sanitary District (MWSD). The Monthly Safety Training was on Ladder Safety. Donovan, Duffy, Jack Whelen, Winch, Patterson, Schmidt, and Damrosch were in attendance.

Training

I attended the Cal/Nev AWWA Spring Conference in Sacramento on from 20-24 March. I moderated the annual Top Ops Competition, presided over the awards ceremony and attended presentations on well development, National Pollution Discharge Elimination Survey (NPDES) regulations, backflow testing and potable reuse.

Projects

Stone Dam Pipeline Replacement Project

We have been encouraged by SFPUC management to pursue burial of the entire pipeline from the source to our tie in. Mr. Teter is working on the hydraulic profile and design to be brought to the Project Review Committee in April.

El Granada Pipeline Final Phase

At the time of this report (6 April) the HTPE pipeline has been pulled under Pilarcitos Creek and in place to connect to the rest of the pipeline. In speaking with the local businesses, the communication with the construction inspector has been excellent and there were no complaints. Project signs have been posted in two

locations on the south side of the creek and one on the north side. Modifications were made to the Zaballa House rear parking area to facilitate access while one of the driveways is being blocked by the project. The path of the new main has been sawcut down Purisima and Mill Streets. The project has been on schedule with no major issues.

Two Inch Main Replacement Project

There remains about 1 mile of 2" galvanized mains in downtown Half Moon Bay. These lines contribute to water loss, main failure and water quality issues. They are also the major factor in the need to keep the static pressure lower than optimal due to their susceptibility to failure. Mr. Teter has been assigned to design a project to replace these lines with 4 and 6 inch mains for FY17.