

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, May 12, 2015 - 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 April 30, 2015: Claims: \$478,860.28; Payroll: \$79,719.66 for a total of \$558,579.94 ([attachment](#))
➤ *April 2015 Monthly Financial Claims reviewed by Director Reynolds*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Monthly Water Transfer Report ([attachment](#))
- D. Approval of Minutes of April 14, 2015 Regular Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report - April 2015 ([attachment](#))
- H. April 2015 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for April 2015 ([attachment](#))
- K. Notice of Completion - Miramar Drive Pipeline Project ([attachment](#))
- L. Notice of Completion - Phase 3A Avenue Cabrillo Pipeline Replacement Project ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Third Amendment to Ailanto Properties Water Service Agreement ([attachment](#))
- B. Professional Services Agreement with Kennedy/Jenks Consultants for Design of the Denniston Treated Water Booster Station and Transmission Pipeline ([attachment](#))

- C. Draft Fiscal Year 2015-2016 Budget and Draft Fiscal Year 2015/16 to 2024/25 Capital Improvement Program ([attachment](#))
 - Draft Operations & Maintenance Budget for Fiscal Year 2015-2016 ([attachment](#))
 - Draft Capital Improvement Program Budget FY 2015/2016 to FY 2024/2025 ([attachment](#))
- D. Schedule a Public Hearing on Proposed Rate Increase and Authorize Issuance of a Notice of Public Hearing and Proposed Rate Increase ([attachment](#))
- E. Cost of Service Analysis and Proposed Water Rate Changes ([attachment](#))
- F. Governor's Executive Order and State Water Resources Control Board Emergency Regulations Pertaining to the Drought ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

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

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

Accounts Payable

Checks by Date - Summary by Check Number

User: GBRAZIL
Printed: 5/4/2015 4:49 PM



Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21285	ASS01	HEALTH BENEFITS ACWA-JPIA/CB&T	04/10/2015	0.00	23,890.69
21286	ALI01	ALIFANO TECHNOLOGIES LLC	04/10/2015	0.00	375.00
21287	ALL04	ALLIED WASTE SERVICES #925	04/10/2015	0.00	353.95
21288	ASS08	ASSOC. CALIF. WATER AGENCY	04/10/2015	0.00	11,345.00
21289	ATT02	AT&T	04/10/2015	0.00	2,211.13
21290	ATT03	AT&T LONG DISTANCE	04/10/2015	0.00	113.07
21291	COM02	COMCAST	04/10/2015	0.00	184.26
21292	GUI01	JOE GUISTINO	04/10/2015	0.00	130.00
21293	HAS01	HASSETT HARDWARE	04/10/2015	0.00	616.85
21294	MAS01	MASS MUTUAL FINANCIAL GROUP	04/10/2015	0.00	1,960.65
21295	UB*01330	KEITH & CARIN MC VICKER	04/10/2015	0.00	900.00
21296	PAC01	PACIFIC GAS & ELECTRIC CO.	04/10/2015	0.00	22,700.51
21297	PUB01	PUB. EMP. RETIRE SYSTEM	04/10/2015	0.00	22,017.82
21298	RIC02	RICOH USA INC	04/10/2015	0.00	506.54
21299	SAN20	SAN FRANCISCO FIRE CREDIT UNION	04/10/2015	0.00	300.00
21300	STA03	STATE WATER RESOURCES CONTROL	04/10/2015	0.00	90.00
21301	TEA01	TEAMWRKX CONSTRUCTION, INC.	04/10/2015	0.00	19,567.09
21302	VAL01	VALIC	04/10/2015	0.00	1,945.00
21303	ICM01	VANTAGEPOINT TRANSFER AGENTS	04/10/2015	0.00	40.00
21304	WIN01	RAYMOND WINCH	04/10/2015	0.00	100.00
21305	COU05	RECORDER'S OFFICE	04/10/2015	0.00	24.00
21306	ADP01	ADP, INC.	04/27/2015	0.00	581.90
21307	ADV02	FRANK YAMELLO	04/27/2015	0.00	235.00
21308	AME09	AMERICAN WATER WORKS ASSOC.	04/27/2015	0.00	1,876.00
21309	AND01	ANDREINI BROS. INC.	04/27/2015	0.00	26,064.60
21310	AZT01	AZTEC GARDENS, INC.	04/27/2015	0.00	190.00
21311	BAL04	BALANCE HYDROLOGICS, INC	04/27/2015	0.00	2,550.00
21312	BAR01	BARTKIEWICZ, KRONICK & SHANAH	04/27/2015	0.00	484.20
21313	BAY01	BAY AREA AIR QUALITY MGMT DIST	04/27/2015	0.00	570.00
21314	BAY05	BAY AREA WATER SUPPLY &	04/27/2015	0.00	5,850.86
21315	BAY10	BAY ALARM COMPANY	04/27/2015	0.00	532.98
21316	BEN02	BEN MEADOWS COMPANY	04/27/2015	0.00	430.75
21317	BIG02	BIG ED'S CRANE SERVICE, INC	04/27/2015	0.00	1,090.00
21318	CAL08	CALCON SYSTEMS, INC.	04/27/2015	0.00	3,459.07
21319	CAL11	CALIFORNIA C.A.D. SOLUTIONS, INC	04/27/2015	0.00	3,300.00
21320	CAR02	CAROLYN STANFIELD	04/27/2015	0.00	600.00
21321	CAR08	REGISTER TAPES UNLIMITED, INC.	04/27/2015	0.00	450.00
21322	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	04/27/2015	0.00	1,612.55
21323	CHE04	CHEMTRADE CHEMICALS US LLC	04/27/2015	0.00	2,283.16
21324	CIN01	CINTAS FIRST AID & SAFETY	04/27/2015	0.00	286.71
21325	COA19	COASTSIDE COUNTY WATER DIST.	04/27/2015	0.00	61.44
21326	CUL01	CULLIGAN SANTA CLARA, CA	04/27/2015	0.00	162.20
21327	CUR01	CURLEY & RED'S INC. BODY SHOP	04/27/2015	0.00	120.00
21328	DAT01	DATAPROSE, LLC	04/27/2015	0.00	3,426.15
21329	DEL07	DEL GAVIO GROUP	04/27/2015	0.00	3,303.53
21330	DUN02	MAE DUNN	04/27/2015	0.00	50.00
21331	EKI01	EKI INC.	04/27/2015	0.00	15,665.92

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21332	FIR06	FIRST NATIONAL BANK	04/27/2015	0.00	1,242.68
21333	FIS02	RAYMOND L. FISHER	04/27/2015	0.00	95.00
21334	HAC01	HACH CO., INC.	04/27/2015	0.00	9,260.08
21335	HAL01	HMB BLDG. & GARDEN INC.	04/27/2015	0.00	227.56
21336	HAL04	HALF MOON BAY REVIEW	04/27/2015	0.00	1,034.00
21337	HAL24	H.M.B.AUTO PARTS	04/27/2015	0.00	81.18
21338	HAN01	HANSONBRIDGETT. LLP	04/27/2015	0.00	3,990.00
21339	HFH01	HF&H CONSULTANTS, LLC	04/27/2015	0.00	12,856.25
21340	HYD01	HYDROSCIENCE ENGINEERS, INC.	04/27/2015	0.00	4,393.10
21341	ICM01	VANTAGEPOINT TRANSFER AGENTS	04/27/2015	0.00	40.00
21342	IRO01	IRON MOUNTAIN	04/27/2015	0.00	406.30
21343	IRV01	IRVINE CONSULTING SERVICES, INC.	04/27/2015	0.00	4,093.75
21344	KAI01	KAISER FOUNDATION HEALTH PLAN	04/27/2015	0.00	12,886.00
21345	KEN04	KENMARK CONSTRUCTION, INC.	04/27/2015	0.00	706.38
21346	KOF01	KANEKO AND KRAMMER CORP	04/27/2015	0.00	93.35
21347	LOM01	GLENNA LOMBARDI	04/27/2015	0.00	106.00
21348	MAS01	MASS MUTUAL FINANCIAL GROUP	04/27/2015	0.00	1,960.65
21349	MET06	METLIFE GROUP BENEFITS	04/27/2015	0.00	1,551.45
21350	MIS01	MISSION UNIFORM SERVICES INC.	04/27/2015	0.00	235.20
21351	MOB01	MOBILE MODULAR MGMT CORP	04/27/2015	0.00	4,858.62
21352	NAL 03	NALCO COMPANY	04/27/2015	0.00	1,510.32
21353	NOR03	NORTH AMERICAN FENCE & RAILINC	04/27/2015	0.00	5,790.00
21354	OFF01	OFFICE DEPOT	04/27/2015	0.00	733.45
21355	OFF02	OFFICIAL PAYMENTS CORPORATION	04/27/2015	0.00	150.00
21356	ONT01	ONTRAC	04/27/2015	0.00	440.32
21357	PAC06	PACIFICA COMMUNITY TV	04/27/2015	0.00	500.00
21358	PIT01	PITNEY BOWES, INC.	04/27/2015	0.00	212.16
21359	PIT04	PITNEY BOWES	04/27/2015	0.00	198.00
21360	PUB01	PUB. EMP. RETIRE SYSTEM	04/27/2015	0.00	22,052.57
21361	REY01	GLENN REYNOLDS	04/27/2015	0.00	406.10
21362	RIC01	RICOH USA, INC.	04/27/2015	0.00	677.97
21363	RIC02	RICOH USA INC	04/27/2015	0.00	506.54
21364	ROB01	ROBERTS & BRUNE CO.	04/27/2015	0.00	36,669.45
21365	ROG01	ROGUE WEB WORKS, LLC	04/27/2015	0.00	308.75
21366	SAN03	SAN FRANCISCO WATER DEPT.	04/27/2015	0.00	130,379.80
21367	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	04/27/2015	0.00	1,260.00
21368	SAN20	SAN FRANCISCO FIRE CREDIT UNION	04/27/2015	0.00	300.00
21369	SER03	SERVICE PRESS	04/27/2015	0.00	1,112.89
21370	SEW01	SEWER AUTH. MID- COASTSIDE	04/27/2015	0.00	570.00
21371	SMI01	EVY SMITH	04/27/2015	0.00	50.00
21372	SRT01	SRT CONSULTANTS	04/27/2015	0.00	2,141.00
21373	STA03	STATE WATER RESOURCES CONTRO	04/27/2015	0.00	110.00
21374	STA11	STATE WATER RESOURCES CONTL B	04/27/2015	0.00	4,243.20
21375	STR02	STRAWFLOWER ELECTRONICS	04/27/2015	0.00	21.85
21376	TEA02	TEAMSTERS LOCAL UNION #856	04/27/2015	0.00	903.00
21377	TEL02	US TELEPACIFIC CORPORATION	04/27/2015	0.00	4,768.58
21378	TET01	JAMES TETER	04/27/2015	0.00	1,494.00
21379	UB*01331	ROCHELLE MILANES	04/27/2015	0.00	336.39
21380	UB*01332	KIMBERLY EGAN	04/27/2015	0.00	40.50
21381	UB*01333	KATHRYN RIGGS	04/27/2015	0.00	72.88
21382	UB*01334	KAT GRASSE	04/27/2015	0.00	35.28
21383	UB*01335	CARNOUSTIE LLC ATTN:DUKE LEGG	04/27/2015	0.00	99.62
21384	UB*01336	JEREMIAH MANNING	04/27/2015	0.00	47.58
21385	UB*01337	ALLEN HOLLINGSHEAD	04/27/2015	0.00	54.26
21386	UB*01338	JAMELA WYATT	04/27/2015	0.00	41.03
21387	UB*01339	HAL/SANDY SWANTON	04/27/2015	0.00	50.14
21388	UPS01	UPS STORE	04/27/2015	0.00	657.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21389	VAL01	VALIC	04/27/2015	0.00	1,945.00
21390	VAL03	BOSCO OIL COMPANY	04/27/2015	0.00	2,293.79
21391	VER02	VERIZON WIRELESS	04/27/2015	0.00	645.73
21392	WSO01	WATER SYSTEMS OPTIMIZATION, INC	04/27/2015	0.00	10,305.00
Report Total (108 checks):				0.00	478,860.28

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Apr-15

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	749,074.38	701,112.93	47,961.45	6.8%	6,948,433.45	7,511,752.36	(563,318.91)	-7.5%
TOTAL OPERATING REVENUE		749,074.38	701,112.93	47,961.45	6.8%	6,948,433.45	7,511,752.36	(563,318.91)	-7.5%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	3,579.77	2,083.33	1,496.44	71.8%	35,224.73	20,833.34	14,391.39	69.1%
1-0-4180-00	Late Notice -10% Penalty	9,339.31	5,833.33	3,505.98	60.1%	75,939.39	58,333.34	17,606.05	30.2%
1-0-4230-00	Service Connections	307.94	666.66	(358.72)	-53.8%	8,067.18	6,666.68	1,400.50	21.0%
1-0-4920-00	Interest Earned	640.38	636.00	4.38	0.0%	2,438.32	2,544.00	(105.68)	-4.2%
1-0-4930-00	Tax Apportionments/Cnty Checks	229,131.82	200,000.00	29,131.82	0.0%	662,278.30	595,000.00	67,278.30	11.3%
1-0-4950-00	Miscellaneous Income	2,005.94	3,083.33	(1,077.39)	-34.9%	19,826.76	30,833.34	(11,006.58)	-35.7%
1-0-4955-00	Cell Site Lease Income	11,729.71	11,240.00	489.71	4.4%	119,518.28	112,400.00	7,118.28	6.3%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	356,277.26	200,000.00	156,277.26	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		256,734.87	223,542.65	33,192.22	14.8%	1,279,570.22	1,026,610.70	252,959.52	24.6%
TOTAL REVENUES		1,005,809.25	924,655.58	81,153.67	8.8%	8,228,003.67	8,538,363.06	(310,359.39)	-3.6%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	130,379.80	181,355.00	50,975.20	28.1%	1,644,046.80	1,956,340.00	312,293.20	16.0%
1-1-5230-00	Pump Exp, Nunes T P	2,155.49	2,100.00	(55.49)	-2.6%	21,393.67	19,975.00	(1,418.67)	-7.1%
1-1-5231-00	Pump Exp, CSP Pump Station	5,409.09	5,000.00	(409.09)	-8.2%	284,975.82	140,910.00	(144,065.82)	-102.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	996.15	1,151.00	154.85	13.5%	10,470.43	10,946.00	475.57	4.3%
1-1-5233-00	Pump Exp, Pilarcitos Can.	4,563.32	175.00	(4,388.32)	-2507.6%	17,943.54	24,645.00	6,701.46	27.2%
1-1-5234-00	Pump Exp. Denniston Proj.	9,020.58	21,406.00	12,385.42	57.9%	35,108.21	85,560.00	50,451.79	59.0%
1-1-5235-00	Denniston T.P. Operations	661.40	4,025.00	3,363.60	83.6%	29,029.26	21,481.00	(7,548.26)	-35.1%
1-1-5236-00	Denniston T.P. Maintenance	316.36	3,875.00	3,558.64	91.8%	15,504.18	44,750.00	29,245.82	65.4%
1-1-5240-00	Nunes T P Operations	4,372.09	2,834.00	(1,538.09)	-54.3%	53,858.64	32,403.00	(21,455.64)	-66.2%
1-1-5241-00	Nunes T P Maintenance	856.56	2,542.00	1,685.44	66.3%	20,369.05	41,420.00	21,050.95	50.8%
1-1-5242-00	CSP Pump Station Operations	614.13	700.00	85.87	12.3%	8,189.09	7,000.00	(1,189.09)	-17.0%
1-1-5243-00	CSP Pump Station Maintenance	1,222.09	3,300.00	2,077.91	63.0%	18,359.56	33,000.00	14,640.44	44.4%
1-1-5250-00	Laboratory Services	1,700.32	3,333.00	1,632.68	49.0%	26,194.91	33,330.00	7,135.09	21.4%
1-1-5318-00	Studies/Surveys/Consulting	10,305.00	20,000.00	9,695.00	48.5%	50,467.48	200,000.00	149,532.52	74.8%
1-1-5321-00	Water Conservation	1,584.00	3,250.00	1,666.00	51.3%	37,199.91	32,500.00	(4,699.91)	-14.5%
1-1-5322-00	Community Outreach	5,748.10	3,475.00	(2,273.10)	-65.4%	14,690.05	34,750.00	20,059.95	57.7%
1-1-5325-00	Water Shortage Program	12,856.25	0.00	(12,856.25)	0.0%	32,181.26	0.00	(32,181.26)	0.0%
1-1-5411-00	Salaries & Wages -Field	75,440.31	81,005.08	5,564.77	6.9%	888,738.15	891,055.84	2,317.69	0.3%
1-1-5412-00	Maintenance -General	21,032.06	17,625.00	(3,407.06)	-19.3%	220,110.92	176,250.00	(43,860.92)	-24.9%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	4,482.37	4,221.00	(261.37)	-6.2%	44,794.86	42,210.00	(2,584.86)	-6.1%
1-1-5415-00	Maintenance -Well Fields	0.00	0.00	0.00	0.0%	4,967.50	10,000.00	5,032.50	0.0%
1-1-5610-00	Salaries/Wages-Administration	66,253.70	62,250.92	(4,002.78)	-6.4%	579,064.78	684,760.16	105,695.38	15.4%
1-1-5620-00	Office Supplies & Expense	16,156.53	13,152.08	(3,004.45)	-22.8%	120,505.81	131,520.84	11,015.03	8.4%
1-1-5621-00	Computer Services	4,971.71	7,650.00	2,678.29	35.0%	57,354.98	76,500.00	19,145.02	25.0%
1-1-5625-00	Meetings / Training / Seminars	1,317.25	1,916.66	599.41	31.3%	25,114.63	19,166.68	(5,947.95)	-31.0%
1-1-5630-00	Insurance	17,289.42	16,250.00	(1,039.42)	-6.4%	88,489.19	102,500.00	14,010.81	13.7%
1-1-5635-00	EE/Ret. Medical Insurance	36,287.38	40,191.33	3,903.95	9.7%	346,356.91	401,913.34	55,556.43	13.8%
1-1-5640-00	Employees Retirement Plan	38,256.20	40,299.16	2,042.96	5.1%	432,146.09	443,290.68	11,144.59	2.5%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	2,205.00	5,000.00	2,795.00	55.9%	41,215.70	50,000.00	8,784.30	17.6%
1-1-5682-00	Engineering	480.00	1,166.66	686.66	58.9%	4,440.00	11,666.68	7,226.68	61.9%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	16,585.00	24,000.00	7,415.00	30.9%
1-1-5684-00	Payroll Tax Expense	10,852.98	10,354.15	(498.83)	-4.8%	104,875.61	113,895.70	9,020.09	7.9%
1-1-5687-00	Membership, Dues, Subscript.	7,901.86	5,256.16	(2,645.70)	-50.3%	48,170.37	52,561.68	4,391.31	8.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	1,475.00	1,475.00	100.0%	16,834.56	14,750.00	(2,084.56)	-14.1%
1-1-5705-00	State Fees	4,813.20	1,333.33	(3,479.87)	-261.0%	13,374.47	13,333.34	(41.13)	-0.3%
TOTAL OPERATING EXPENSES		500,500.70	568,167.53	67,666.83	11.9%	5,373,121.39	5,983,384.94	610,263.55	10.2%
CAPITAL ACCOUNTS									
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	486,762.44	485,889.00	(873.44)	-0.2%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	338,023.96	338,024.00	0.04	0.0%
TOTAL CAPITAL ACCOUNTS		0.00	0.00	0.00	0.0%	824,786.40	823,913.00	(873.40)	-0.1%
TOTAL EXPENSES		500,500.70	568,167.53	67,666.83	11.9%	6,197,907.79	6,807,297.94	609,390.15	9.0%
NET INCOME		505,308.55		2,030,095.88					

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
April 30, 2015**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,550,773.95
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$2,800,773.95
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$1,169,288.88
CSP T & S ACCOUNT	\$610,773.00

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,020,082.07
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DISTRICT CASH ON HAND	\$630.00
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TOTAL ACCOUNT BALANCES	\$2,800,773.95
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This report is in conformity with CCWD's Investment Policy.

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2014-2015

4/30/2015

Approved CIP Budget FY 14/15	Actual To Date FY 14/15	Projected Year-End FY 14/15	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 150,000	\$ 80,122	\$ 100,000	\$ 50,000	53%	Ongoing project
99-02	Vehicle Replacement	\$ 30,000	\$ 19,059	\$ 20,000	\$ 10,000	100%	Complete
99-03	Computer Systems	\$ 5,000	\$ 4,144	\$ 5,000	\$ -	83%	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 2,106	\$ 3,000	\$ -	70%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000		\$ -	\$ 30,000	0%	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 17,342	\$ 18,000	\$ 2,000	87%	Complete for FY
09-23	District Digital Mapping	\$ 25,000	\$ 11,556	\$ 15,000	\$ 10,000	46%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000		\$ -	\$ 30,000		
14-13	New Security Fence at Pilarcitos Well Field	\$ 20,000		\$ -	\$ 20,000	0%	Delay to FY16
14-14	Pilarcitos Canyon Road Improvements	\$ 70,000		\$ 70,000	\$ -	0%	Committed - RCD administering project
15-01	Utility Billing Software Upgrade	\$ 200,000		\$ -	\$ 200,000	0%	Delay to FY16
15-02	Administration Building Repair and Remodeling Project	\$ 300,000	\$ 529,671	\$ 550,000	\$ (250,000)	99%	Complete
15-03	District Administration/Operations Center	\$ 25,000		\$ -	\$ 25,000	0%	Planning project deferred
15-05	Administration Building Phone System	\$ 30,000		\$ -	\$ 30,000	0%	Eliminated in favor of hosted service contract
99-01	Meter Change Program	\$ 10,000		\$ -	\$ 10,000	0%	On hold

Pipeline Projects

06-01	Avenue Cabrillo Phase 3a Pipeline Replacement Project	\$ 300,000	\$ 329,674	\$ 330,000	\$ (30,000)	100%	Construction completed
10-01	EI Granada Pipeline Final Phase - Pilarcitos Crossing	\$ 500,000	\$ 251,271	\$ 290,000	\$ 210,000	50%	\$50K for temp piping, \$240K design
13-01	Miramar Drive Pipeline Connection	\$ 80,000	\$ 25,717	\$ 12,000	\$ 68,000	32%	Under construction
13-02	Replace 8 inch Pipeline Under Creek at Pilarcitos Avenue	\$ 200,000	\$ 1,079	\$ 5,000	\$ 195,000	1%	Evaluating design

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Replacement	\$ 200,000	\$ 48,203	\$ 65,000	\$ 135,000	24%	Complete design in May, bid in FY16
08-18	EG Tank #3 Recoating Interior & Exterior	\$ 350,000	\$ 38,791	\$ 40,000	\$ 310,000	11%	J. Teter design complete
14-18	Crystal Springs Pmp Station Spare 12 inch Check Valve	\$ 25,000		\$ -	\$ 25,000	0%	

Water Supply Development

14-24	Denniston/San Vicente EIR & Permitting	\$ 50,000	\$ 74,841	\$ 75,000	\$ (25,000)		Final EIR published 2/2/15
14-25	Water Shortage Plan Development	\$ 50,000		\$ -	\$ 50,000	0%	

Water Treatment Plants

14-02	Nunes - Replace Sludge Pond Media	\$ 25,000		\$ 25,000	\$ -	0%	To be completed in May 15
14-06	Nunes - New 1720E Turbidimeters (4)	\$ 35,000	\$ 8,699	\$ 35,000	\$ -	25%	
99-05	Denniston Maintenance Dredging	\$ 35,000	\$ 2,648	\$ 3,000	\$ 32,000	8%	Need to renew DFW permit

FY 14/15 TOTALS **\$ 2,798,000** **\$ 1,444,923** **\$ 1,661,000** **\$ 1,137,000**

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2014-2015

4/30/2015

Approved CIP Budget FY 14/15	Actual To Date FY 14/15	Projected Year-End FY 14/15	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Previous CIP Projects - paid in FY 14/15

Nunes WTP Access Road Repaving Proj - Phase 1		\$ 86,674	\$ 86,674		Complete
El Granada Tank #2 Recoating/Repair Project		\$ 58,743	\$ 58,743		Complete
Denniston Water Supply Development		\$ 50,559	\$ 50,559		
Miramar Tank Fence Replacement		\$ 26,418	\$ 26,418		Complete
Nunes Hydropneumatic Systems Improvements		\$ 81,070	\$ 81,070		Complete

PREVIOUS YEAR TOTALS \$ - \$ 303,463 \$ 303,463 \$ (303,463) In Progress

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 14/15

Sunrise Court Pipeline Replacement		\$ 34,489	\$ 34,489		Complete
Denniston Dam Repair		\$ 980	\$ 980		
Denniston Booster Pump Station		\$ 4,118	\$ 4,118		
			\$ -		
			\$ -		
			\$ -		

NON-BUDGETED TOTALS \$ - \$ 39,587 \$ 39,587 \$ (39,587)

CIP TOTALS \$ 2,798,000 \$ 1,787,973 \$ 2,004,050 \$ 793,950

**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	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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May-14	2,519			257				286	3,063
Jun-14	2,252		220	858					3,330
Jul-14	6,604		269	772	550				8,196
Aug-14	2,145			715	1,494	3,752			8,105
Sep-14	4,054		314	143	5,092	1,516			11,119
Oct-14	2,571	1,087			2,034				5,691
Nov-14	3,277			114	4,111			429	7,931
Dec-14	2,460		290		3,793				6,542
Jan-15	1,373	286		57	1,372				3,088
Feb-15	2,660	1,773			1,483			823	6,739
Mar-15	1,411	1,470						1,352	4,233
Apr-15	2,205	88	1,697						3,990

TOTAL	33,530	4,704	2,791	2,917	19,927	5,267	0	2,890	72,027
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**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
May-14	480	5,463	2,907	8,850	2,907
Jun-14	480	9,551		10,031	
Jul-14	480	7,799	169	8,448	169
Aug-14	480	8,316		8,796	
Sep-14	240	7,445	180	7,865	180
Oct-14	480	13,394		13,874	
Nov-14	480	11,154	3,211	14,845	3,211
Dec-14	360		254	614	254
Jan-15	480		507	987	507
Feb-15	480			480	
Mar-15	480		254	734	254
Apr-15	480		1,014	1,494	1,014
TOTAL	5,400	63,122	8,495	77,017	8,495

Calcon T&M Projects Tracking

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	Billing Date							Project Total Billing	Project Budget Remaining	CIP Project			
						7/31/14	8/31/14	9/30/14	10/30/14	11/30/14	12/31/14	1/31/15				2/28/15	3/31/15	
CAL-13-EMG	Emergency Callout																	
CAL-14-EMG	Emergency Callout					\$250.00	\$1,330.00	\$1,364.50			\$1,060.00							
CAL-13-00	Calcon Project Admin/Miscellaneous																	
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00	\$750.00								\$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		\$9,620.12							\$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 Clarifier 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	\$14,780.79								\$44,459.14	\$31,446.42			
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00		\$25,176.15	\$2,804.56						\$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					\$1,372.00	-\$2.00			
CAL-15-01																		
					\$244,391.23	\$15,530.79	\$34,796.27	\$2,804.56	\$1,372.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,459.61	-\$6,068.38		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 1, 2015

Subject: Monthly Water Transfer Report

Recommendation:

None. For Board information purposes only.

Background:

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

Since the Board meeting in April 2015, three applications to transfer three ---5/8" (20 gpm) non-priority water service connections were approved. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Gina Brazil.

**WATER TRANSFERS APPROVED FOR THE 2015 CALENDAR YEAR
MONTH OF APRIL 2015**

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# of CONNECTIONS	DATE
115-520-170	056-117-110	Charles Keenan, Trustee (Joyce Yamigiwa) to William Bennett & Michelle Borovac	1 -- 5/8" (20 gpm)	April 1, 2015
048-013-610	056-056-020	Paul McGregor to Paul McGregor	1 -- 5/8" (20 gpm)	April 30, 2015
048-065-060	064-052-320	Paul McGregor to Paul McGregor	1 -- 5/8" (20 gpm)	April 30, 2015

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: April 30, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Paul McGregor to Paul McGregor**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Paul McGregor (APN 048-013-610) to property owned by Paul McGregor (APN 056-056-020).

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

.

April 30, 2015

Paul McGregor
168 West Point Avenue
Half Moon Bay, CA 94019



and

Paul McGregor
168 West Point 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 connection. The result of this transfer is as follows:

- **APN 048-013-610** continues to have the right to one 5/8" (20 gpm) non-priority water service connection from the Coastside County Water District; and
- **APN 056-056-020** now has a one 5/8" (20 gpm) 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, appearing to read "Gina Brazil", is written over the typed name.

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: April 30, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Paul McGregor to Paul McGregor**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Paul McGregor (APN 048-065-060) to property owned by Paul McGregor (APN 064-052-320).

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

.

April 30, 2015

Paul McGregor
168 West Point Avenue
Half Moon Bay, CA 94019



and

Paul McGregor
168 West Point 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 connection. The result of this transfer is as follows:

- APN 048-065-060 has no present right to a water service connection from the Coastside County Water District; and
- APN 064-052-320 now has a one 5/8" (20 gpm) 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

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, April 14, 2015

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

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT**

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending March 31, 2015:
Claims: \$621,894.15; Payroll: \$80,774.85 for a total of \$702,669.00
➤ *March 2015 Monthly Financial Claims reviewed by Director Coverdell*
- B. Acceptance of Financial Reports
- C. Monthly Water Transfer Report
- D. Approval of Minutes of March 10, 2015 Regular & Special Board of Directors Meetings
- E. Approval of Minutes of March 31, 2015 Special Board of Directors Meeting
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - March 2015
- I. March 2015 Leak Report
- J. Rainfall Reports

- K. San Francisco Public Utilities Commission Hydrological Conditions Report for February 2015
- L. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2015

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Reynolds reported that he had attended the March 25, 2015 Water Education Foundation's 32nd Executive Briefing in Sacramento. He reported that some of the topics discussed included the California drought and sustainable groundwater management. He also shared some highlights of a current situation with water rights issues associated with the Salton Sea, located in Southern California, and the potential impacts on the entire State of California.

6) GENERAL BUSINESS

A. Resolution 2015-04 Authorizing Investment of Coastside County Water District Monies in Local Agency Investment Fund

Mr. Dickson reported that this item was considered a housekeeping matter, consisting of updating records pertaining to authorization for the deposit or withdrawal of monies in the District's Local Agency Investment Fund account.

ON MOTION BY Vice-President Glassberg and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to approve Resolution 2014-04 Authorizing Investment of CCWD monies in the Local Agency Investment Fund:

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

B. Quarterly Financial Review

Ms. Rogren referenced the Period Budget Analysis, summarizing the Fiscal Year 2014-2015 year to date revenue and expenses for the past nine months, ending March 31, 2015. She also provided projections for water revenue, project operating expenses, the reserve balance, the budget shortfall and the capital improvement funds to the end of the year.

C. Governor's Executive Order and State Water Resources Control Board Emergency Regulations Pertaining to the Drought

Ms. Brennan summarized the recent significant actions with regard to emergency drought regulations, including the State Water Resources Control Board's Resolution 2015-0013 and the April 1, 2015 Executive Order (B-29-15) issued by California's Governor Brown. Her presentation entitled "Emergency Regulations Pertaining to the Drought", included a background review of District's drought related actions, beginning with the initial Stage 1 Water Shortage Advisory in October of 2013. She also the new developments implemented since March 17, 2015, summarizing those regulations, and then reviewed Governor Brown's Executive Order and State Water Board actions aimed at achieving the Governor's mandated 25% statewide water use reduction.

Ms. Brennan then answered a few questions from the Board and advised that staff would be presenting an updated ordinance to the District's Board for adoption at the May 12, 2015 meeting.

D. Amended Fiscal Year 2015-2016 Budget Process Timeline

Mr. Dickson reviewed the updates and revisions to the Budget Process Timeline, noting that a Special Board Meeting has been added for the end of June for the purpose of the Rate Increase Hearing and approval of the Capital Improvement Program (CIP) and Operations and Maintenance (O & M) Budgets. All Directors confirmed their availability for a special Board meeting the evening of Tuesday, June 30th 2015.

E. Draft Fiscal Year 2015-2016 Budget and Draft Fiscal Year 2015/2016 to 2024/2025 Capital Improvement Program

Mr. Dickson advised that he and Ms. Rogren had met the previous day with the District's Finance Committee members to discuss new developments with the budget and the structuring of the proposed rate increase. Mr. Dickson started the presentation by reviewing what has transpired since the March 31, 2015 Budget Work Session, including Governor Brown's April 1, 2015 Executive Order calling for a statewide reduction in urban water usage of 25%. He discussed budget risks associated with the State's water use reduction requirements, and Ms. Rogren reviewed the budget impact of various levels water sales below the District's budget assumptions.

After reviewing the CIP and the District's reserves, Mr. Dickson discussed why a proposed 27% rate increase would be appropriate to fully fund operations and the revenue-funded portion of the Fiscal Year 2016 CIP. He added that this increase would also restore funds drawn from reserves to fund the Fiscal Year 2015 shortfall due to lower water sales, and would improve the District's ability to absorb near-term budget risks.

Mr. Dickson then provided an update on the preliminary results from the rate study being prepared by HF & H Consultants and explained that the District has outgrown its current tier structure. He also pointed out that this is a good time to evaluate the District's rate structure, as revisions would provide the needed conservation signal, while reducing the impact on customers with the lowest water use. He also shared a comparison of how CCWD's current and proposed tiers compare to those of other local water agencies. Next Ms. Rogren summarized details of the FY 2015-2016 rate proposal, explaining that changes are proposed to the residential tier breakpoints to reflect current trends in usage, and reward conservation efforts. She also reviewed the impact of the proposed rates on the District's residential customers.

Mr. Dickson expressed his appreciation to Vice-President Glassberg and Director Coverdell, members of the Districts Finance Committee, for spending over two hours on the previous day providing valuable feedback to staff on the budget and proposed rate increase. Director Flint commented that he felt the budget presentation was very thorough and beneficial in getting an accurate picture of the District financial requirements.

President Mickelsen thanked the Finance Committee members for their contributions and input into the budget and rate discussion and invited the District's customers and members of the public to stay informed and welcomed their participation in these discussions.

7) **MONTHLY INFORMATIONAL REPORTS**

- A. **Operations Report** - Mr. Guistino provided a brief update on the monthly water production at the Denniston Water Treatment Plant and answered a few questions from the Board regarding the March 4, 2015 El Granada Pipeline Final Phase Project meeting with the City of Half Moon Bay.

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

There were no requests for future Board meeting agenda items.

9) **ADJOURNMENT** - The meeting was adjourned at 8:54 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Chris Mickelsen, President
Board of Directors

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

FY 2015

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
3/4" meter		1	1	3					1				6
1" meter													0
1 1/2" meter			6		1								7
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													
5/8" meter	2												2
3/4" meter				1									1
1" meter													0
County Priority													
5/8" meter						1							1
3/4" meter													0
1" meter													0
Monthly Total	2	2	7	4	1	1	0	1	1	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

Fiscal Year 2015 Water Service Installations
FY 2015

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
047-074-220	Power, Patrick	393 Avenue Granada	El Granada	5/8"	dom	30-Jul-14	with 1" fire
047-222-410	Stebbins, Bruce	822 Columbus Street	El Granada	5/8"	dom	31-Jul	with 1" fire
066-600-240	Carnoustie LLC	111 Carnoustie Drive	HMB	3/4"	dom	26-Aug-14	with 2" fire
064-111-560	Philomena LLC	415 Spruce St	HMB	5/8"	dom	29-Aug-14	with 1" fire 9/5/2014
056-072-360	The Charis Group LLC	20 Jenna Lane	HMB	3/4"	dom	8-Sep-14	with 1" fire
056-210-420	Half Moon Village Phase 2	Bloom Lane	HMB	six 1 1/2"	dom	16-Sep-14	with one 1 1/2" irrigation and four 6" dc
056-171-090	Stonehaven Investment	511 Church Street	HMB	1"	fire	21-Aug-14	fire only
047-181-890	Kopiej, Krzystof	345 San Pedro Road	El Granada	3/4"	dom	23-Oct-14	with 1" fire
066-600-070	Carnoustie LLC	251 Bayhill Road	HMB	3/4"	dom	24-Oct-14	with 2" fire
066-600-260	Carnoustie LLC	117 Carnoustie Drive	HMB	3/4"	dom	24-Oct-14	with 2" fire
066-600-120	Carnoustie LLC	114 Carnoustie Drive	HMB	3/4"	dom	24-Oct-14	with 2" fire
056-321-040	Pastorino, Eugene	12511 San Mateo Road	HMB	1.5"	irrigation	14-Nov-14	
047-021-100	Goldberg, Stan	102 California Ave	El Granada	5/8"	dom	19-Dec-15	with 4" DC
064-124-110	Patton, Ronald	570-572 Spruce Street	HMB	5/8"	dom	10-Feb-15	with 1" fire and 5/8" metering purposes meter
066-600-250	Carnoustie LLC	115 Carnoustie Drive	HMB	3/4"	dom	2-Mar-15	with 2" fire
047-122-110	Coursen, Richard	149 Francisco St	El Granada	5/8"	dom	26-Mar-15	meter for second unit with 1" fire
047-207-320	Tyler-Parker, Sydney	462/464 The Alameda	El Granada	5/8"	dom	31-Mar-15	meter for second unit
047-126-360	Henry, John	228 Francisco Street	El Granada	5/8"	dom	3-Apr-15	meter for second unit

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2015

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
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								
JUN								
TOTAL	4.11	60.62	40.90	113.37	336.36	555.36	26.26	529.10
% MONTHLY TOTAL	2.68%	29.34%	0.00%	65.16%	2.82%	100.00%	5.19%	94.81%
% ANNUAL TO DATE TOTAL	0.7%	10.9%	7.4%	20.4%	60.6%	100.0%	4.73%	95.3%

Local vs Imported-month		2.8%	CCWD vs SFPUC- month	32.02%	68.0%
Local vs Imported-annual	39.4%	60.6%	CCWD vs SFPUC- annual	19.0%	81.0%
	Local Source	Imported Source			

12 Month Running Treated Total 698.86

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2014

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.00	0.00	75.61	75.61	3.46	72.15
AUG	0.00	0.00	0.00	0.00	84.56	84.56	3.03	81.54
SEPT	0.00	0.00	0.00	0.00	66.04	66.04	3.38	62.66
OCT	0.00	0.00	0.00	0.00	68.72	68.72	2.94	65.78
NOV	1.82	0.00	0.00	0.00	56.17	57.99	2.96	55.03
DEC	0.76	0.00	0.00	0.00	55.12	55.88	1.96	53.92
JAN	0.00	0.00	0.00	0.46	57.17	57.63	3.46	54.17
FEB	2.97	0.00	0.00	2.33	35.25	40.55	3.25	37.30
MAR	1.78	0.00	0.25	8.86	31.25	42.14	2.39	39.76
APR	0.00	19.89	0.92	12.58	19.70	53.09	3.03	50.06
MAY	0.00	16.79	0.83	7.89	50.40	75.91	3.11	72.80
JUN	0	0.00	0.00	1.22	66.61	67.83	3.06	64.77
TOTAL	7.33	36.68	2.00	33.34	666.60	745.95	36.01	709.94
% TOTAL	1.0%	4.9%	0.3%	4.5%	89.4%	100.0%	4.83%	95.2%

 denotes estimated due to faulty SFPUC meter

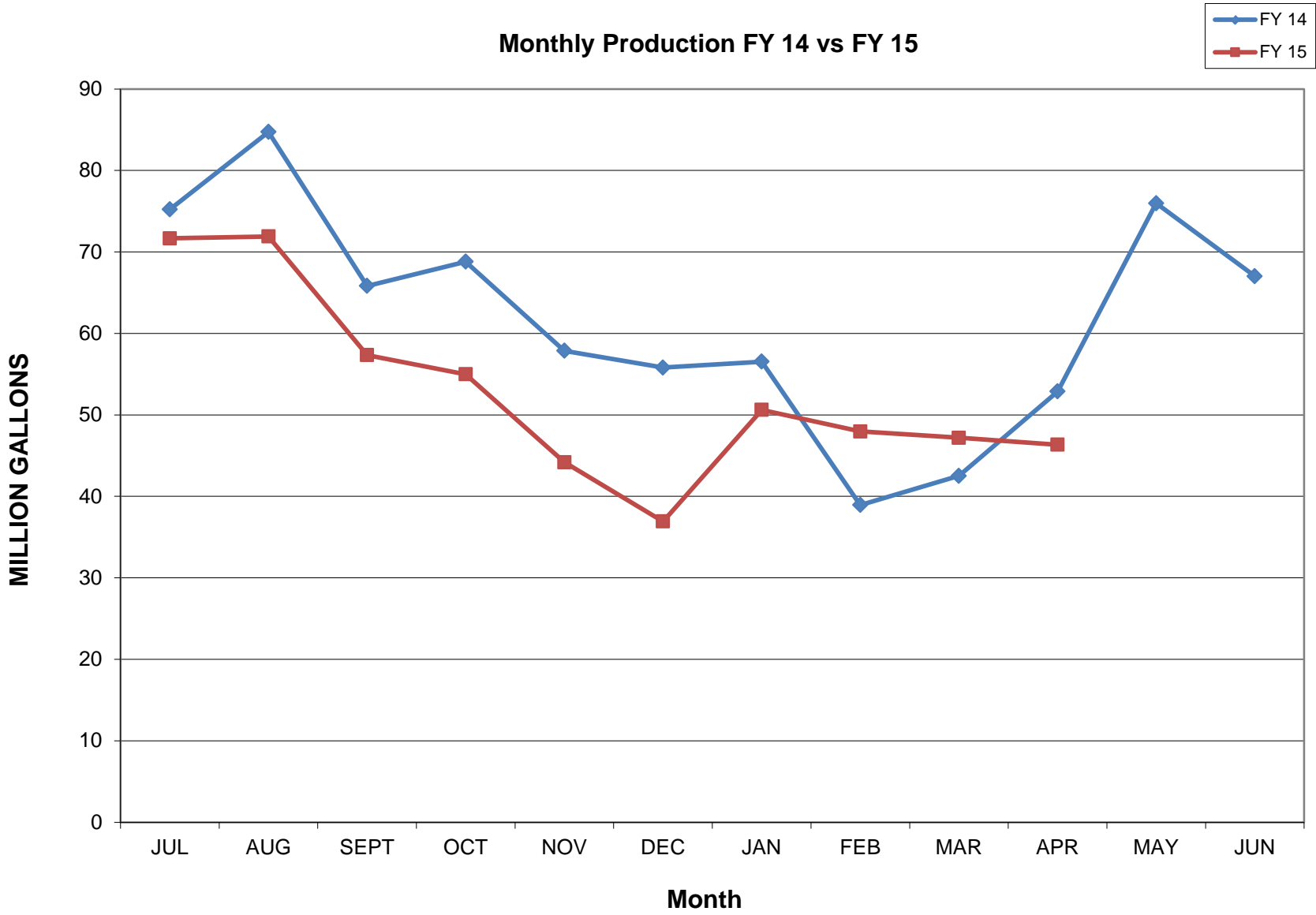
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 15

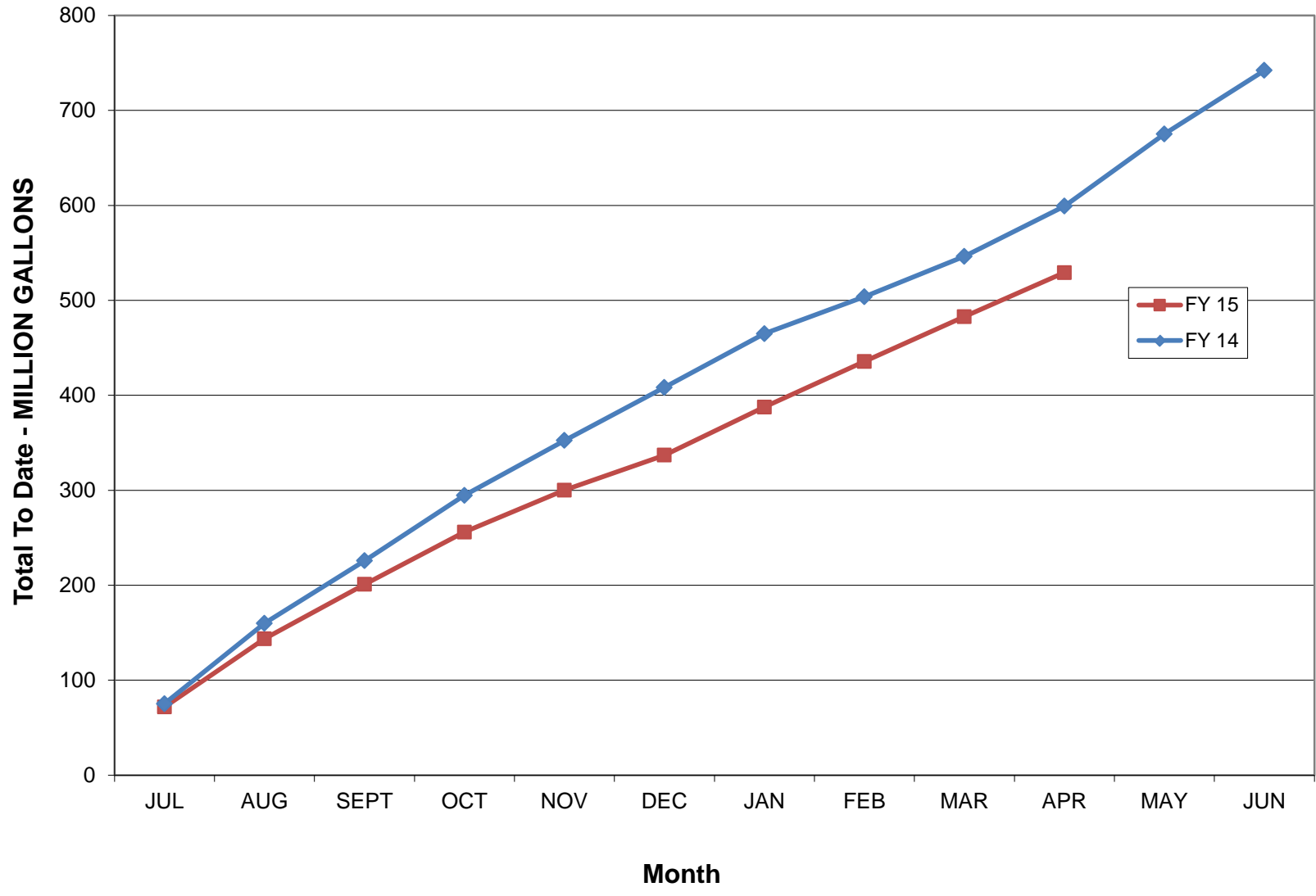
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-14	2.32	5.34	3.02	0.48	0.00	-0.48	0.00	0.00	0.00	0.00	31.42	31.42	71.96	34.44	-37.52	71.96	65.86
Aug-14	0.82	0.00	-0.82	0.10	0.00	-0.10	0.00	0.00	0.00	0.00	47.40	47.40	73.97	32.50	-41.47	73.97	79.90
Sep-14	0.60	0.00	-0.60	0.05	0.00	-0.05	0.00	0.00	0.00	0.00	27.24	27.24	59.58	35.18	-24.40	59.58	62.42
Oct-14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.36	36.36	57.13	29.25	-27.88	57.13	65.61
Nov-14	0.93	6.34	5.41	0.01	0.00	-0.01	4.43	1.87	-2.56	0.00	46.19	46.19	41.00	0.00	-41.00	41.00	46.19
Dec-14	2.19	11.53	9.34	0.20	0.00	-0.20	10.67	1.12	-9.55	9.68	39.52	29.85	16.37	0.00	-16.37	26.05	39.52
Jan-15	13.95	16.58	2.63	0.64	1.12	0.48	8.44	1.12	-7.32	20.23	36.19	15.96	10.52	0.00	-10.52	30.75	36.19
Feb-15	12.88	16.58	3.70	0.51	1.50	0.99	8.56	7.48	-1.08	25.95	19.64	-6.31	2.43	0.00	-2.43	28.38	19.64
Mar-15	12.59	16.47	3.88	0.81	2.64	1.83	8.80	9.72	0.92	25.67	19.00	-6.67	2.02	0.00	-2.02	27.69	19.00
Apr-15	14.34	16.58	2.24	1.31	2.64	1.33	0.00	0.00	0.00	31.85	43.53	11.68	1.38	0.00	-1.38	33.23	43.53
May-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	63.20
Jun-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	60.46
MG Totals	60.62	89.44	28.82	4.11	7.89	3.78	40.90	21.32	-19.58	113.37	346.50	233.12	336.36	131.37	-204.99	449.73	601.52

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL		
					Actual	Predicted	Pred-act
	105.63	118.65	449.73	477.87	555.36	596.52	41.15
% Total	19.02%	19.89%	80.98%	80.11%	93.10%		

Monthly Production FY 14 vs FY 15



Cumulative Production FY 15 vs.FY14



Plant Water Use*			Unmetered Water					2015			MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	1.360	1.510	0.000	0.012	0.006	0.118	0.000	0.014	0.146	3.165		
FEB	1.030	1.240	0.000	0.000	0.010	0.000	0.000	0.014	0.066	2.359		
MAR	1.350	1.440	0.000	0.000	0.006	0.020	0.000	0.014	-0.129	2.701		
APR	1.240	1.510	0.000	0.000	0.010	0.014	0.100	0.014	-0.351	2.537		
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	4.98	5.70	0.00	0.01	0.03	0.15	0.10	0.06	-0.27	10.76		

0.19 residential change	0.10	0.16	0.24	0.19	0.13	0.15	0.36
0.15 non residential change	0.17	-0.02	0.19	-0.01	-0.07	0.35	0.44
0.18 Total	0.14	0.09	0.21	0.13	0.04	0.21	0.41
sum fy 14	369.00						
sum fy 13	448.07						
	0.18						

Coastside County Water District Monthly Leak Report

ID	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
									Staff	Hours		
1	4/18/2015	4/18/15	620 Myrtle St. HMB									
				S	3/4 PI	9,000	\$1,200.00	\$60.00	4	4	\$1,200	\$2,460.00
2	4/27/2015	4/29/2015	655 Santiago St. EG									
				S	3/4" PI	5,000	\$750.00	\$487.00	35		\$750	\$1,987.00
3												
												\$0.00
4												
												\$0.00
5												
												\$0.00
6												
												\$0.00
7												
												\$0.00
8												
												\$0.00

Totals						14,000	\$1,950.00	\$547.00	39	4	\$1,950	\$4,447.00
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*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services	Staff x hours = 156
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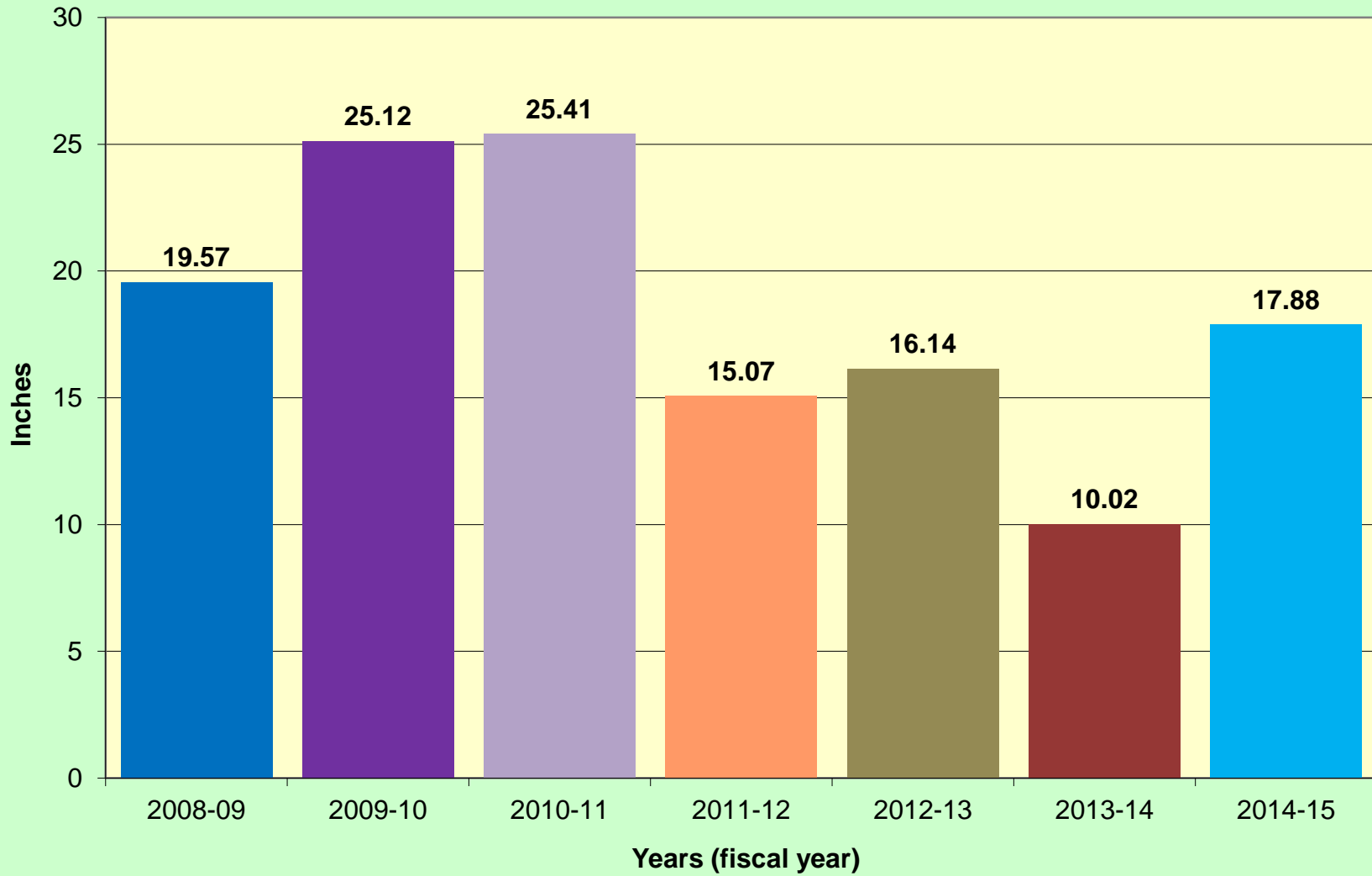
Coastside County Water District
 766 Main Street
 July 2014 - June 2015

District Office
 Rainfall in Inches

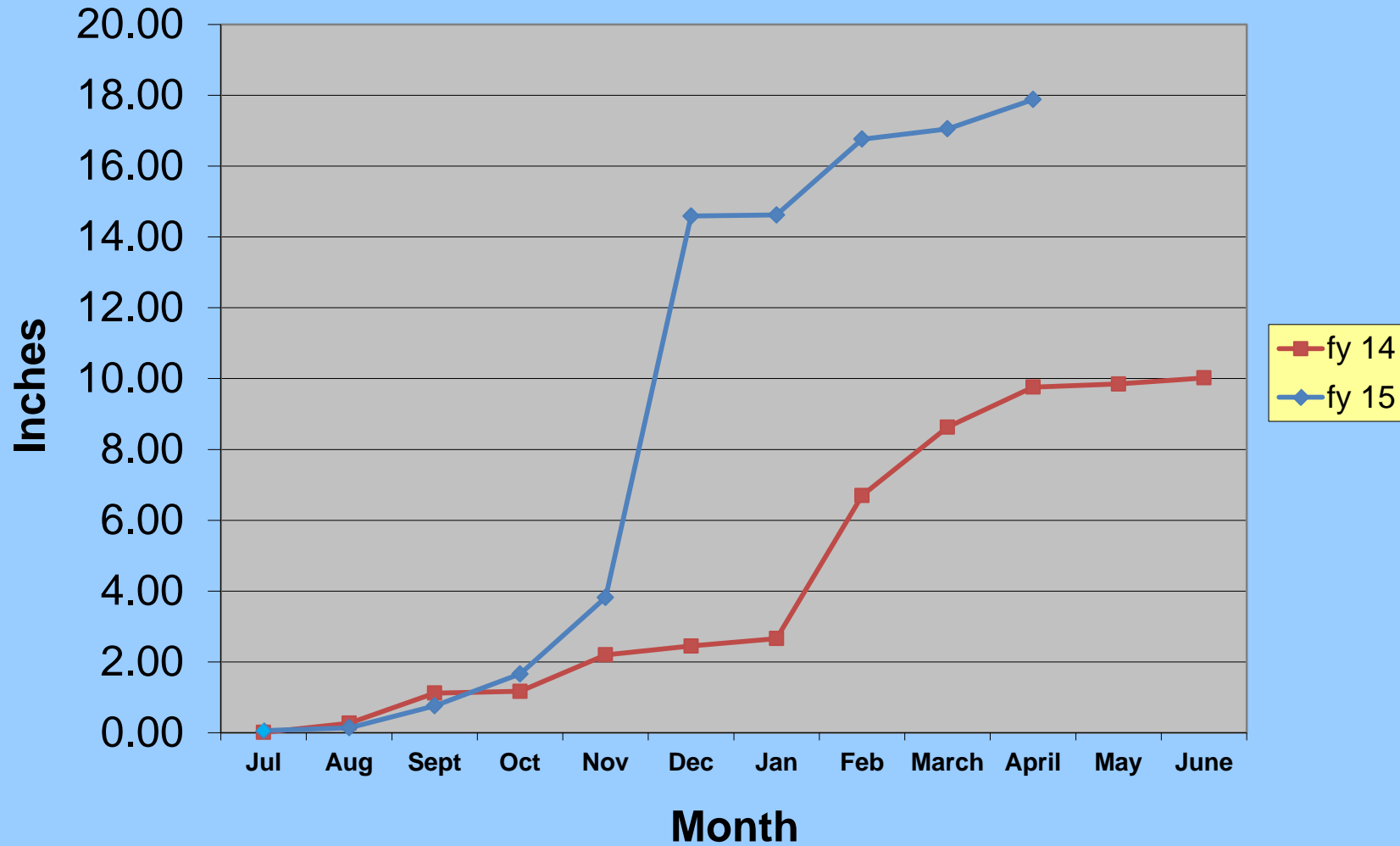
	2014						2015					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0.01	0.24	0	0	0	0	0		
2	0	0	0	0	0	1.33	0	0	0	0		
3	0	0	0	0	0.01	1.95	0	0	0	0		
4	0	0	0	0	0	0.12	0	0	0.01	0		
5	0	0	0	0	0	0.11	0	0	0	0.01		
6	0	0	0	0	0	0.13	0	0.92	0	0		
7	0	0	0	0	0.01	0.01	0	0.18	0	0.46		
8	0.01	0	0	0	0.01	0.01	0	0.99	0	0		
9	0	0	0	0	0.01	0	0	0	0	0		
10	0	0.01	0	0	0	0	0	0.01	0	0		
11	0.03	0	0	0	0.01	3.46	0.01	0	0.03	0.01		
12	0	0	0	0	0.17	0.35	0	0	0	0		
13	0.01	0	0	0	0.22	0.01	0	0	0	0.01		
14	0	0.01	0	0	0.01	0.16	0	0	0.01	0		
15	0	0	0	0.05	0.01	0.98	0	0	0	0		
16	0	0	0	0.01	0	1.2	0	0	0	0		
17	0	0	0	0	0	0.16	0	0	0	0		
18	0.01	0.02	0.04	0	0	0	0	0	0	0		
19	0	0.04	0	0.01	0.34	0.5	0	0	0.01	0		
20	0	0	0.02	0.09	0.27	0.1	0.01	0	0.01	0		
21	0	0	0	0.01	0.01	0.13	0.01	0.01	0	0		
22	0	0	0	0	0.26	0.01	0	0.01	0.16	0		
23	0	0	0.02	0	0.01	0.01	0	0	0.03	0		
24	0	0	0.08	0.01	0	0.04	0	0	0	0.04		
25	0	0	0.43	0.33	0	0	0	0	0	0.29		
26	0	0	0	0.01	0	0	0	0	0	0		
27	0	0	0	0.01	0	0	0	0	0.01	0		
28	0	0	0	0	0	0	0	0.02	0.01	0.01		
29	0	0	0	0	0.02	0	0		0	0		
30	0	0	0.03	0	0.55	0	0		0.01	0		
31	0	0		0.36		0	0		0			
Mon.Total	0.06	0.08	0.62	0.90	2.16	10.77	0.03	2.14	0.29	0.83	0.00	0.00
Year Total	0.06	0.14	0.76	1.66	3.82	14.59	14.62	16.76	17.05	17.88	17.88	17.88

Rain Totals

Fiscal Years 09 - 15



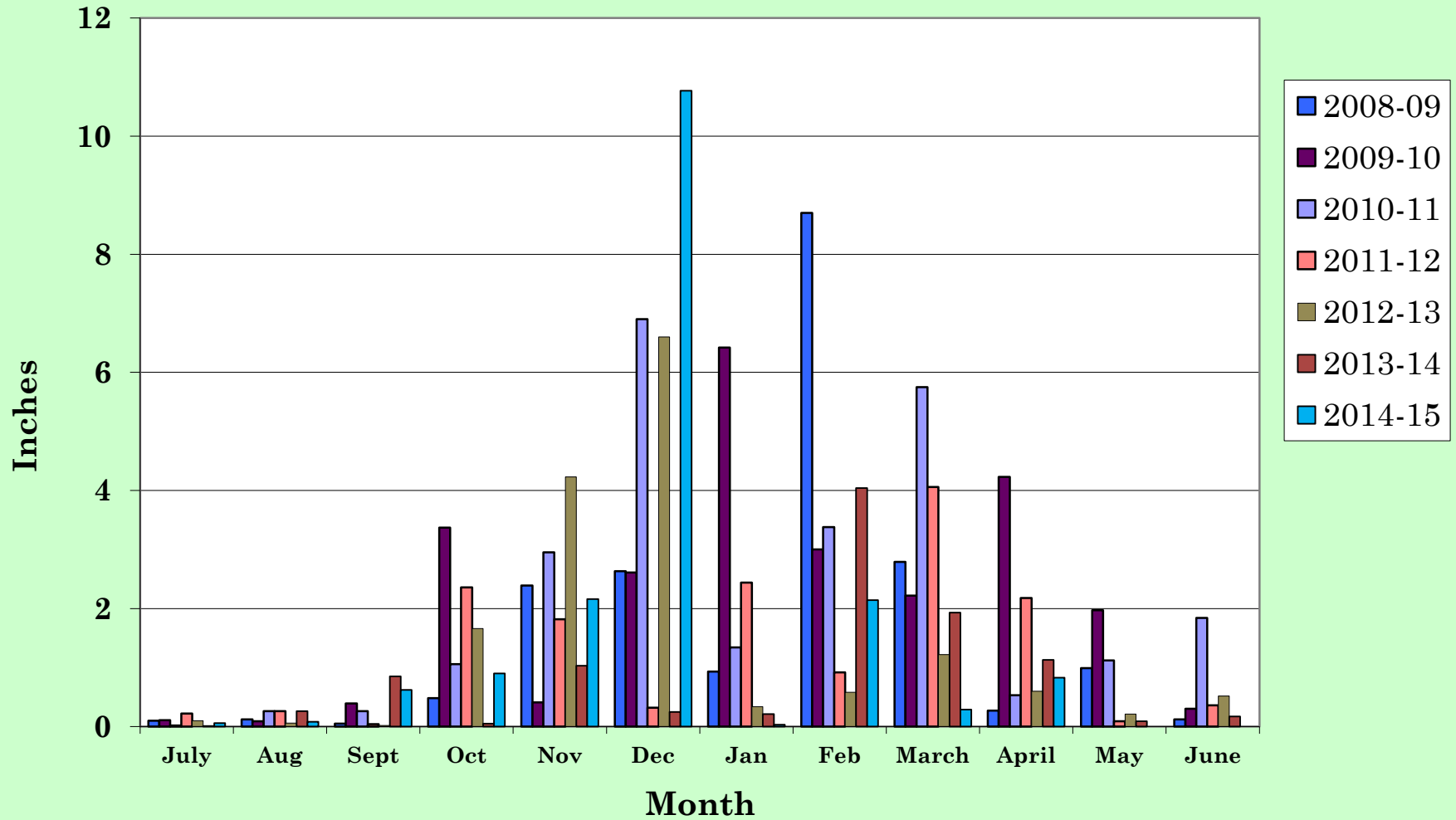
Rainfall Total Comparison Fiscal Years 14 and 15



Coastside County Water District

Rainfall by Month

Fiscal Years 09 - 15



MONTHLY CLIMATOLOGICAL SUMMARY for APR. 2015

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	50.6	59.1	4:30p	38.2	7:30a	14.4	0.0	0.00	2.1	19.0	5:00p	WNW
2	50.8	63.5	5:00p	38.7	7:30a	14.2	0.0	0.00	1.9	15.0	3:00p	E
3	49.8	59.7	5:00p	38.3	7:00a	15.2	0.0	0.00	1.9	15.0	4:30p	W
4	52.2	59.3	3:00p	45.1	3:00a	12.8	0.0	0.00	2.0	14.0	2:30p	W
5	50.0	59.0	4:30p	41.8	4:30a	15.0	0.0	0.01	1.6	15.0	12:00p	W
6	51.9	63.2	2:30p	38.6	5:30a	13.1	0.0	0.00	2.8	19.0	3:30p	WSW
7	54.3	61.1	3:30p	50.0	6:30a	10.7	0.0	0.46	3.4	20.0	12:30a	WSW
8	52.9	59.8	3:00p	43.8	12:00m	12.1	0.0	0.00	1.6	14.0	3:30p	W
9	53.1	63.3	1:00p	43.5	1:00a	11.9	0.0	0.00	2.0	12.0	9:00a	E
10	50.7	60.5	5:00p	41.1	6:30a	14.3	0.0	0.00	1.7	13.0	3:00p	W
11	53.8	64.8	4:00p	42.9	4:00a	11.2	0.0	0.01	2.0	15.0	1:30p	W
12	54.6	67.3	5:00p	43.4	6:30a	10.5	0.1	0.00	1.1	11.0	4:00p	W
13	53.9	59.8	4:00p	46.9	1:30a	11.1	0.0	0.01	1.6	15.0	11:30p	W
14	53.4	62.4	12:30p	44.5	12:00m	11.6	0.0	0.00	2.8	20.0	1:30p	NE
15	54.6	65.9	5:30p	42.5	2:00a	10.4	0.0	0.00	2.2	15.0	9:00a	NE
16	62.4	78.3	2:00p	45.1	1:30a	5.7	3.1	0.00	3.0	26.0	11:00a	NE
17	51.0	59.1	2:30p	40.9	7:00a	14.0	0.0	0.00	1.0	8.0	12:00p	W
18	52.4	59.5	2:00p	47.7	7:30a	12.6	0.0	0.00	1.5	10.0	1:00p	WSW
19	53.5	60.0	3:30p	48.7	7:00a	11.5	0.0	0.00	1.5	10.0	1:30p	W
20	55.0	59.5	3:30p	52.5	5:00a	10.0	0.0	0.00	1.7	10.0	2:30p	WSW
21	54.0	57.2	2:30p	52.3	12:00m	11.0	0.0	0.00	2.6	12.0	1:30p	WSW
22	53.2	57.6	3:00p	49.8	12:00m	11.8	0.0	0.00	1.5	9.0	10:00a	W
23	53.8	59.8	2:00p	49.8	12:30a	11.2	0.0	0.00	2.6	13.0	1:30p	WSW
24	55.4	60.6	4:00p	51.1	7:30a	9.6	0.0	0.04	3.0	12.0	11:30a	W
25	54.4	58.1	4:00p	50.6	9:00a	10.6	0.0	0.29	3.8	18.0	2:30a	WNW
26	55.7	63.1	3:30p	49.4	12:00m	9.3	0.0	0.00	3.1	17.0	5:00p	WNW
27	53.7	63.2	3:00p	44.7	6:30a	11.3	0.0	0.00	1.6	11.0	1:30p	W
28	53.3	59.5	3:30p	50.7	7:00a	11.7	0.0	0.01	1.9	14.0	5:30p	W
29	53.4	59.1	1:30p	45.3	12:00m	11.6	0.0	0.00	2.0	13.0	3:30p	W
30	62.8	85.5	1:30p	43.7	3:30a	7.2	5.0	0.00	2.1	22.0	10:00a	E
	53.7	85.5	30	38.2	1	347.6	8.2	0.83	2.1	26.0	16	W

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

Max Rain: 0.46 ON 04/07/15

Days of Rain: 3 (>.01 in) 2 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For April 2015

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, May 7, 2015



Horse Meadow at 8400 feet typically has some of the deepest snowpack in the Tuolumne River basin. In most years, 60 to 80 inches of snow cover it in early May. This was the first year in which many of the snow courses were melted off by May 1st.

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

Table 1 Current Storage As of May 1, 2015							
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	264,136		340,830		76,694		77.5%
Cherry ²	193,305		268,810		75,505		71.9%
Lake Eleanor ³	21,774		27,100		5,326		80.3%
Water Bank	186,047		570,000		383,953		32.6%
Tuolumne Storage	665,262		1,206,740		541,478		55.1%
Local Bay Area Storage							
Calaveras ⁴	23,440	7,638	96,824	31,550	73,384	23,912	24.2%
San Antonio	47,905	15,610	50,496	16,454	2,591	844	94.9%
Crystal Springs	49,203	16,033	58,377	19,022	9,173	2,989	84.3%
San Andreas	18,486	6,024	18,996	6,190	510	166	97.3%
Pilarcitos	2,373	773	2,995	976	621	203	79.2%
Total Local Storage	141,408	46,078	227,688	74,192	86,280	28,114	62.1%
Total System	806,670		1,434,427		627,758		56.2%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards in.

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

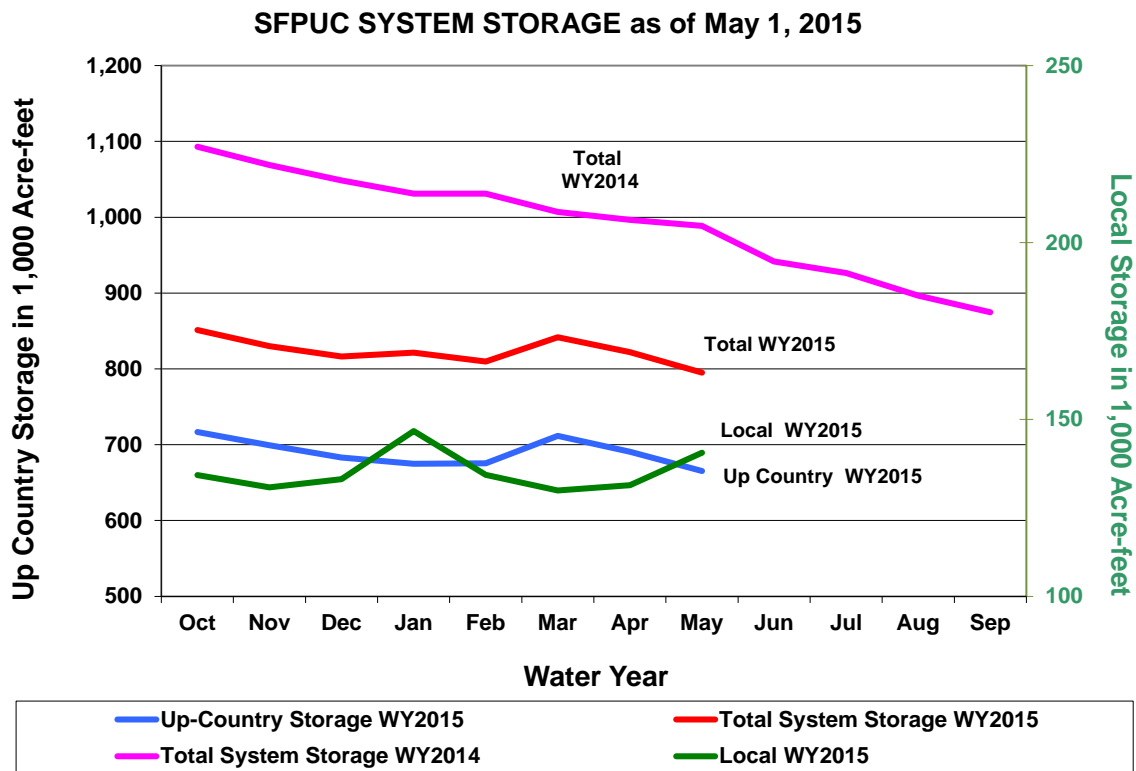


Figure 1: Monthly system storage for WY 2015

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The April six-station precipitation index was 2.97 inch, or 96.5% of the average index for the month.

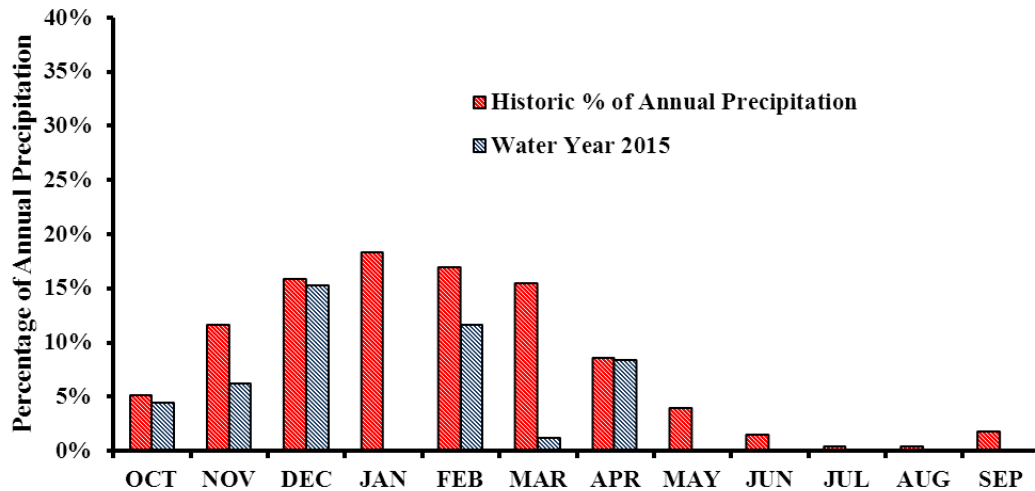


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2015 is 16.72 inches, which is 47.0% of the average annual water year total, or 51.4% of the annual-to-date. Hetch Hetchy received 4.01 inches of precipitation in April, for a water year total of 17.74 inches. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

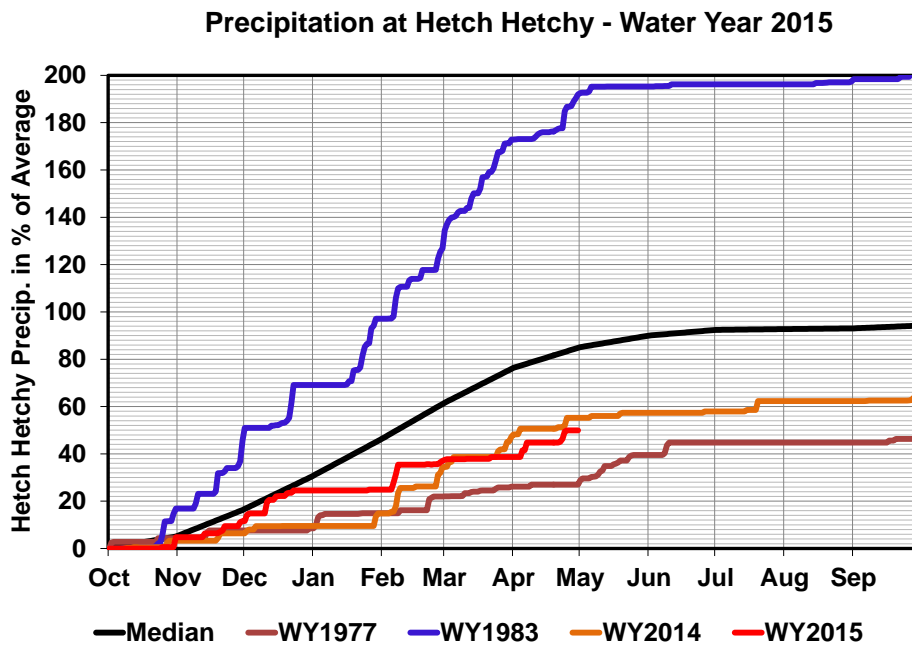


Figure 3: Water year 2015 cumulative precipitation measured at Hetch Hetchy Reservoir through April 30, 2015. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2014 are included for comparison purposes.

^{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 April 30th is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	April 2015				October 1, 2014 through April 30, 2015			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	43,458	88,140	90,262	48.1%	123,539	207,512	220,692	56.0%
Inflow to Cherry Reservoir and Lake Eleanor	29,550	72,413	73,229	40.4%	146,868	197,337	210,733	69.7%
Tuolumne River at La Grange	85,050	264,754	275,035	30.9%	361,894	787,865	881,815	41.0%
Water Available to the City	0	84,790	96,710	0.0%	50,188	242,623	324,135	15.5%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir during the month of April totaled 31,757 acre-feet to meet SJPL deliveries and instream release requirements.

The instream release schedule at Hetch Hetchy Reservoir for the month of April was year type C (dry conditions). This year type is based upon accumulated precipitation from October 1st, 2014 through March 31, 2015. The instream release requirement from Hetch Hetchy Reservoir was 35 cfs during April. The water year type was re-assessed on April 30th based on observed precipitation during water year 2015 to-date. Releases for the month of May 2015 are 50 cfs under the type C water year condition (dry conditions).

A power draft of 22,132 acre-feet was made from Cherry Reservoir during the month of April to meet District inflow obligations. 6,579 acre-feet of water was transferred by gravity flow from Lake Eleanor to Cherry Reservoir through April 30th. The required minimum instream release from Lake Eleanor and Cherry Reservoir for April was 5 cfs from each reservoir.

Local System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for the month was 29 MGD. The Sunol Valley Water Treatment Plant was on standby for the month and there was no production in April.

Local System Water Delivery

The average April delivery rate was 184 MGD which is a 3% decrease under the March rate of 189 MGD.

Local Precipitation

Two rain events pushed through the local area during the month. The April 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	2.10	72%	28.34	76%
Lower Crystal Springs	1.77	86%	21.92	85%
Calaveras	1.47	78%	14.39	69%

⁷ WY 2015: Oct. 2014 through Sep. 2015.

Snowmelt and Water Supply

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 25% of the long-term median (Figure 4). The median forecast of April-through-July runoff is about 270 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 225 TAF and 380 TAF. The median forecast for runoff into Hetch Hetchy Reservoir is 160 TAF or 27% of normal conditions. The forecast indicates that there is a less than a 25% chance (wet conditions occurring May through June) of Hetch Hetchy Reservoir filling during the runoff period.

The Tuolumne River Basin has received more precipitation than the recent historical low (1977 of 16.44 inches at the Hetch Hetchy gauge) in water year 2015. However much of the precipitation fell during warm storm events resulting in minimal snowpack accumulation. The April 1st and May 1st snow surveys during 2015 were the lowest on record which dates to 1948. Only 2 snow courses had measurable snow on them during the May 1st snow survey. As a result the forecasted snowmelt runoff is below the previous minimum observed in 1977 of 300 TAF. The warm rain events during the winter months did result in immediate runoff – such as the February storm event. As a result the forecasted cumulative water year runoff exceeds the historic minimum.

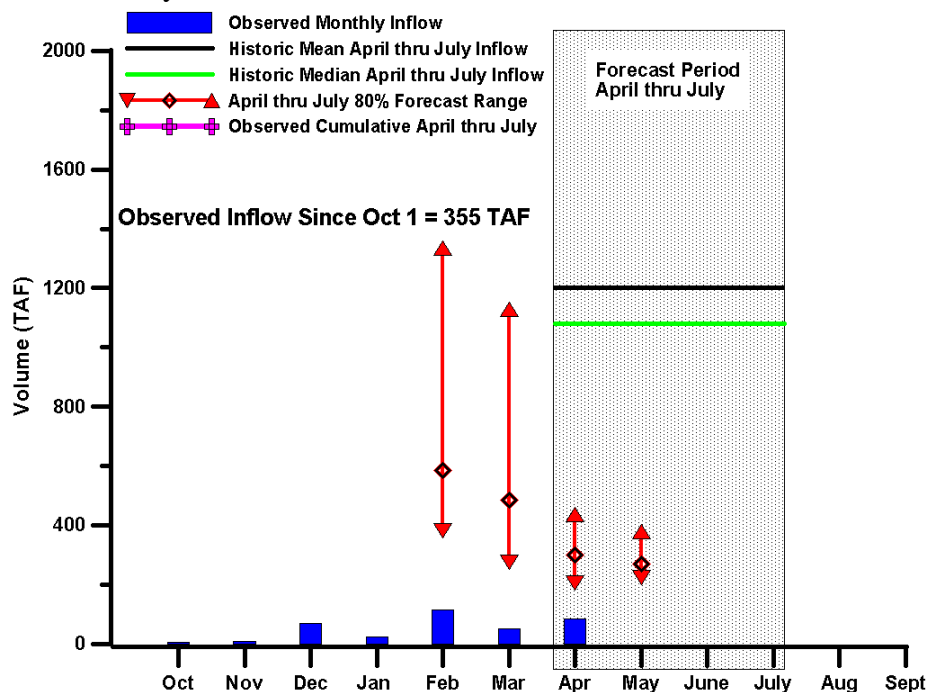


Figure 4: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

Unimpaired Flow at La Grange & Water Available to the City

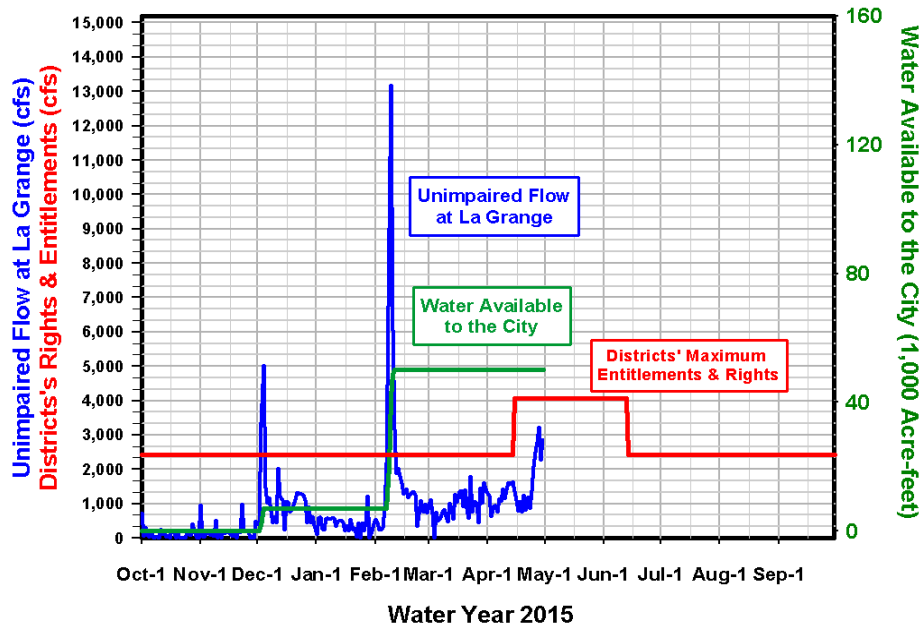


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 50,188 acre-feet of water has been available to the City for water year 2015 to-date.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: May 12, 2015

Date: May 4, 2015

Subject: Notice of Completion - Miramar Drive Pipeline Project

Recommendation:

That the Board of Directors takes the following actions:

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

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on March 23, 2015 for the Miramar Drive Pipeline Project.

The work consisted of constructing 190 linear feet of 6 inch diameter ductile iron water pipeline. The site of the work was in Miramar, an unincorporated community in San Mateo County. All work was within existing street right of way area.

The project was completed on May 1, 2015. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On the 1st of May, 2015 there was completed upon the hereinafter described real property a work of improvement as a whole named Miramar Drive Pipeline Project. The work consisted of constructing 190 linear feet of 6 inch diameter ductile iron water pipeline.

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

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

The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

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

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on May 12, 2015, at Half Moon Bay, California
(Date) (Place where signed)

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: May 12, 2015

Date: May 4, 2015

Subject: Notice of Completion - Phase 3A Avenue Cabrillo Pipeline Replacement Project

Recommendation:

That the Board of Directors take the following actions:

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

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on September 18, 2014 for the Phase 3A Avenue Cabrillo Pipeline Replacement Project.

The work consisted of construction of 2,000 linear feet of 6 inch and 4 inch diameter ductile iron water pipeline, 3 fire hydrants, replacing or reconnecting the existing customer water service connections, and asphalt concrete repaving of the pipeline. The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

The project was completed on May 1, 2015. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On the 1st of May, 2015 there was completed upon the hereinafter described real property a work of improvement as a whole named Phase 3A Avenue Cabrillo Pipeline Replacement Project. The work consisted of construction of 2,000 linear feet of 6 inch and 4 inch diameter ductile iron water pipeline, 3 fire hydrants, replacing or reconnecting the existing customer water service connections, and asphalt concrete repaving of the pipeline trenches.

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

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

The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

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

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on May 12, 2015, at Half Moon Bay, California
(Date) (Place where signed)

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 4, 2015

Subject: Third Amendment to Ailanto Properties Water Service Agreement

Recommendation:

Approve the attached Third Amendment to Water Service Agreement for the Ailanto Properties Pacific Ridge Subdivision

Background:

Following approval of the Water Service Agreement for Ailanto Properties' Pacific Ridge Subdivision (Agreement) in September 2009, the Agreement has been amended twice to accommodate changes to the project and delays caused by Albert Fong's illness, Ailanto's efforts to sell the project, and other factors:

- First Amendment – May 2012
 - Approved construction phasing plan (three phases)
 - Extended deadline for start of water system construction to September 8, 2014
 - Specified that meter installation and provision of water would be subject to District rules, regulations, orders, policies in place at the time, including possible restriction due to drought
- Second Amendment – May 2014
 - Extended deadline for start of water system construction to April 30, 2016

The attached Third Amendment includes the following:

- Modifies language of several sections to properly handle the phased construction approach approved in the First Amendment
- Extends the deadline for commencement of Phase 1 construction to July 1, 2016
- Provides that Phases 2 and 3 must begin construction by July 1, 2020. Note that these phases may be constructed separately or as a single, combined project.
- As requested by Ailanto, provides that the District may accept an irrevocable letter of credit in lieu of the required payment and performance bonds and approves a letter of credit for Phase 1

Staff recommends approval of the Third Amendment to the Agreement.

THIRD AMENDMENT TO WATER SERVICE AGREEMENT
AILANTO PROPERTIES PACIFIC RIDGE SUBDIVISION

THIS THIRD AMENDMENT is entered into this ____ day of _____, 2015, by and between **Coastside County Water District** ("District") and **Ailanto Properties, Inc.** ("Applicant").

WHEREAS, on September 8, 2009, District and Applicant entered into a Water Service Agreement in connection with the development of certain property located in the City of Half Moon Bay;

WHEREAS, on May 14, 2012, District and Applicant entered into an Amendment to the Water Service Agreement to approve the Applicant's Water Service Phasing Plan and to extend the time frame that the Applicant must commence installation of the Subdivision Utility System to no later than September 9, 2014 ("First Amendment");

WHEREAS, the Water Service Phasing Plan ("Phasing Plan") submitted by the Applicant and approved by the District in the First Amendment provides for the construction of the Project in three phases as follows: (1) Phase 1 – construction of 19 residential lots; (2) Phase 2 – construction of 26 residential lots; and (3) Phase 3 – construction of 18 residential lots. The installation of the Subdivision Utility System also will be completed in three phases; each phase of the Subdivision Utility System will be constructed to serve the residential lots developed within the corresponding phase;

WHEREAS, on May 13, 2014, District and Applicant entered into a Second Amendment to the Water Service Agreement to further extend the time frame that the Applicant must commence installation of the Subdivision Utility System pursuant to the Phasing Plan to no later than April 30, 2016 ("Second Amendment"); and

WHEREAS, District and Applicant desire to amend the Water Service Agreement to clarify certain provisions of the Water Service Agreement based on the Phasing Plan approved by the District in the First Amendment.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Installation. Paragraph A of Section 3, "Installation," of the Water Service Agreement is deleted in its entirety and replaced with the following paragraph:

"Applicant shall commence and complete installation of the Subdivision Utility System in the three phases established in the Phasing Plan. The Applicant shall commence installation of the Subdivision Utility System for Phase 1 no later than July 1, 2016 and shall complete the installation for Phase 1 within twelve (12) months after the commencement of said construction. The Applicant shall commence installation of the Subdivision Utility System for Phases 2 and 3 no later than July 1, 2020, and shall complete the installations of the Subdivision Utility System for Phases 2 and 3 within twelve (12) months after the commencement of the construction for each respective phase. The commencement of construction for each of the three phases may be extended for force majeure events not the fault of the Applicant. All provisions of this Water Service Agreement shall apply to each of the three phases of the Project."

B. Bonds. Section 6, "Bonds," of the Water Service Agreement is deleted in its entirety and replaced with the following section:

"At least ten (10) business days prior to commencing construction of each of the three phases of the Subdivision Utility System, Applicant shall furnish to District the following bonds, or alternate security as set forth below. The amount of each bond will be determined based on 100% of the cost of construction of each phase of the Subdivision Utility System, and based on cost estimates by Applicant and approved by the District Engineer no more than sixty (60) days prior to the commencement of construction. Applicant must submit the cost estimate to the District at least 60 (60) days prior to the commencement of construction to provide sufficient time for the District to review the cost estimate. The necessary bonds, and amounts for Phases 1, 2 and 3 are as follows:

A. Payment Bond: in the amount of 100% of the estimated cost of construction for the respective Phase to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

B. Performance Bond: in the sum of 100% of the estimated cost of construction for the respective Phase to guarantee the faithful performance of the terms of this Agreement; and

C. Maintenance Bond: in the sum of 10% of the estimated cost of construction for the respective Phase against defective materials and faulty workmanship for a period of two (2) years from and after acceptance of each Phase of the Subdivision Utility System by District ("2 year warranty"). A separate 2 year warranty will apply to each phase that will commence upon acceptance of each respective phase.

The bonds shall be in a form satisfactory to District. The surety or sureties must be qualified to do business in California. If any of the sureties, in the sole opinion of District, is or becomes irresponsible, District may require other or additional sureties which Applicant shall furnish to the satisfaction of District within ten (10) days after notice from District. In default thereof, District shall be released from all obligations under this Agreement. No prepayment or delay in payment and no change, extension, addition, or alteration or any provision of this Agreement or in the approved submittal documents referred to in Section 2 , above, and no forbearance or acceptance by or on the part of District shall operate to release any surety from liability on a bond. For each of the three phases of the Project, the obligations of the surety under the performance bond expire upon the acceptance of that particular phase of the Subdivision Utility System by the District and the obligation under the maintenance bond expires upon satisfactory completion of the 2 year warranty period of that particular phase of the Subdivision Utility System.

With the prior approval of the District, the Applicant may provide an Irrevocable Letter of Credit as alternate security in lieu of the bonds set forth above. The amount of the Irrevocable Letter of Credit shall be equal to 100% of the estimated cost of the particular phase of the Subdivision Utility System to be constructed. The Irrevocable Letter of Credit shall remain in place for the same periods of time required for the bonds. The Irrevocable Letter of Credit may be reduced to not less than ten percent (10%) of the cost of constructing the particular phase of the Subdivision Utility System covered by the Irrevocable Letter of Credit during the 2 year warranty period for that phase. The District approves an Irrevocable Letter of Credit as alternate security for Phase 1.

C. Conveyance of Title to Subdivision Utility System. Section 10, "Conveyance of Title to Subdivision Utility System," of the Water Service Agreement is deleted in its entirety and replaced with the following section:

"Full right, title and interest in and to all elements of each phase of the Subdivision Utility System installed pursuant hereto will be granted to District upon written notice of acceptance of that

particular phase thereof by District and without the necessity for any further action by Applicant. There shall be no obligation upon District to pay or reimburse to Applicant any part of the cost of Subdivision Utility System. Applicant warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics and materialmen liens that could arise from construction of the Subdivision Utility System, charges and encumbrances whatsoever. All water meters installed by the District are and will remain the property of District."

D. Acceptance by District. Section 12, "Acceptance by District," of the Water Service Agreement is deleted in its entirety and replaced with the following section:

"District shall accept each of the three phases of the Subdivision Utility System separately when all of the following conditions have been met for the particular phase that has been completed: (1) completion of the Subdivision Utility System; (2) written certification by District Engineer upon completion that the Subdivision Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence in a form acceptable to District that it has paid all costs incurred in constructing the Subdivision Utility System, including but not limited to paying in full all contractors, subcontractors, suppliers, vendors, and employees performing work on the Project; (4) performance by Applicant of all of its obligations under this Agreement which are to be completed prior to acceptance of the Subdivision Utility System, including payment of all sums due the District; and (5) furnishing by Applicant of drawings of the completed improvements showing "as-built" conditions, in paper (2 copies) and electronic format (.pdf and .dwg files) .

Upon acceptance, and payment for the cost of meter installation, District shall provide water utility service to the phase of the Project completed.

Upon acceptance, Applicant shall be relieved of all future obligation to maintain, improve, service, or repair that phase of the Subdivision Utility System, subject to its obligation to repair defects, which obligation is secured by the maintenance bond provided for in Section 6.C., for the duration of the term of such bond (i.e., two (2) years after acceptance)."

E. Effect. Except for the modifications to the Water Service Agreement expressly set forth in this Third Amendment, the terms and conditions of the Water Service Agreement, as amended by the First Amendment and Second Amendment, remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Third Amendment by their duly authorized representatives as of the day and year first above written.

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary

AILANTO PROPERTIES, INC.

By: _____
Name: _____
Its: _____

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 5, 2015]

**Subject: Professional Services Agreement with Kennedy/Jenks
Consultants for Design of the Denniston Treated Water Booster
Station and Transmission Pipeline**

Recommendation:

Authorize the General Manager to execute a Professional Services Agreement with Kennedy Jenks Consultants for design of the Denniston Treated Water Booster Station and Transmission Pipeline for a time-and-materials cost not to exceed \$292,000.

Background:

Since the Denniston Water Treatment Plant (WTP) began operation in 1974, the District has recognized that hydraulic limitations in the District's transmission and distribution network restrict the amount of water available from Denniston. Completion of the new El Granada Pipeline in 2008 removed most of the hydraulic restriction between Denniston and the Half Moon Bay tanks, but a bottleneck still exists between Denniston WTP and the El Granada Pipeline's northern terminus at El Granada Tank No. 1. A July 2010 technical memorandum by District Engineer James Teter concluded that the maximum gravity flow from the Denniston tank is currently about 400 gallons per minute (gpm), and that making full use of the plant's 1,000 gpm capacity would require a treated water booster station. Because pushing the high flows through the existing piping along Bridgeport Drive will require more pressure than the older cast iron lines in this neighborhood can reliably handle, the District must also construct about 3,500 feet of new transmission pipeline from the northern end of Bridgeport Drive to a connection point with an existing 12-inch main at the northern end of Coral Reef Avenue.

In June 2012, during construction of the Denniston WTP improvements, the District retained Kennedy/Jenks Consultants to prepare a preliminary design report for the Denniston Treated Water Booster Station. Kennedy/Jenks received an additional contract in June 2013 to update the District's hydraulic model in order to refine the hydraulic design of the booster station and transmission pipeline. The District then deferred further design effort pending completion of the Final Environmental Impact Report (FEIR) for the Denniston/San Vicente Water Supply Project. Following certification of the FEIR in February 2015, work on the booster station and pipeline should now proceed to the design phase.

STAFF REPORT

Agenda: May 12, 2015

Subject: Professional Services Agreement with Kennedy/Jenks

Page Two

Kennedy/Jenks has submitted the attached proposal dated May 5, 2015 for design of the booster station and pipeline, preparation of project bid documents, and assistance with the bidding and award process. The total cost for these services, billed on a time-and-materials basis, would be an estimated \$299,960. The project schedule indicates completion of the design work in late 2015, allowing the District to call for bids in early 2016 and begin construction by late Spring of 2016.

Staff recommends that the Board approve execution of a Professional Services Agreement with Kennedy/Jenks based on their May 4, 2015 proposal.

Fiscal Impact:

Cost of approximately \$300,000. The Capital Improvement Program budget for FY2015-16 includes \$310,000 for design of the Denniston Treated Water Booster Station and Bridgeport Pipeline.

Kennedy/Jenks Consultants

Engineers & Scientists

303 Second Street, Suite 300 South
San Francisco, California 94107
415-243-2150
FAX: 415-896-0999

5 May 2015

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

Subject: Proposal for Denniston Treated Water Pump Station and Transmission Pipeline
Construction Documents and Bid-phase Support Services
K/J B15049

Dear Mr. Dickson:

As requested, Kennedy/Jenks Consultants (Kennedy/Jenks) is pleased to submit this proposal for final design, preparation of construction documents (plans and specifications), and bid-phase support to the Coastside County Water District (District) for the Denniston Treated Water Pump Station and Transmission Pipeline project.

Background

The District's recently completed Denniston Creek Water Treatment Plant (DCWTP) is rated for a capacity of 1,000 gpm; however, it is unable to maximize potable water production due to conveyance limitations within the potable water distribution system. Maximizing deliveries from this treatment plant is desirable because water produced at the Denniston facility is much less expensive compared to water supplied from the District's Nunes Water Treatment Plant (NWTP). Thus, the purpose of this project is to design a treated water pump station at the Denniston Reservoir site that will increase conveyance capacity to 600 gpm, initially, with the ability to upgrade to match the capacity of the treatment plant (1,000 gpm) in the future.

In March, 2013, Kennedy/Jenks completed a preliminary design report for the treated water pump station. That document established a basis of design for the new pump station; however, pressure transients in the distribution system prevented Kennedy/Jenks from finalizing a duty condition for the new pumps, so further work on the project design was deferred. More recently, new tests were performed that allow the duty condition to be determined.

Presently, flow into the distribution system from Denniston Tank is limited to about 400 gpm, due to pressure constraints within the network. Water mains in several low-lying areas are vulnerable due to the age and condition of the pipe materials. Thus, this project also includes

Mr. David Dickson
Coastside County Water District
5 May 2015
Page 2

engineering services to design a transmission pipeline for the treated water pump station that will bypass the vulnerable area.

Understanding

Based on the recommendations presented in the preliminary design report and subsequent communications with District staff, Kennedy/Jenks understands this project consists of the following design elements:

Pump Station Siting

The new treated water pump station (TWPS) will be constructed adjacent to the existing raw water pump station at the Denniston Reservoir site. The proposed site is on District-owned property on an earthen dam that forms the existing Denniston Reservoir. Grading of the proposed site will be limited to that necessary to construct a foundation for the new pump station. No retaining walls or import of fill is anticipated. There is no paving at the existing site, so the finish surface will consist of a single lift of crushed rock, similar to the existing surface treatment. A pump-station building will be located within the existing fence line, with the following exception: the suction manifold will be relocated outside the building footprint to facilitate access to buried suction-isolation valves. This change is recommended to reduce the cost of the building.

Pump Station Building

The new building will be 420 square feet, single-story structure, consisting of tan split-face concrete masonry. A steel roof will be provided with removable skylights to permit access to the pumps and motors. A parapet wall will be provided around the roof perimeter. Principal dimensions of the building and equipment layout have already been established in the preliminary design report.

Doors and frames will be fabricated from galvanized steel. Industrial quality doors, hardware and finishes will be specified. Flashing and hardware will be stainless steel or aluminum.

Ventilation for the new building will be limited to a fractional-horsepower exhaust fan. The building will be an unmanned facility, so designing HVAC for human comfort is not anticipated. Similarly, restroom facilities, and connections to sanitary sewers are not anticipated.

The building would be classified as an F-2, low-hazard industrial occupancy by the California Building Code. Fire sprinklers are not required for this building.

Electrical Distribution

The new building will be served from the existing electrical service that supplies the raw water pump station; a new PG&E service is not anticipated. The motor-control center and variable-speed drives for the new pumps will be located in the existing pump station. Disconnect switches for the new pumps will be located within the new building. Backup power for lighting

Mr. David Dickson
Coastside County Water District
5 May 2015
Page 3

and pumps is not anticipated. However, an uninterruptable power supply (UPS) will be designed to provide temporary power to the SCADA equipment.

Pump Equipment

Initially, firm-capacity of the pump station will be designed for 600 gallons per minute, with one duty pump and one standby pump. Provisions will be made to facilitate addition of a third identical pump in the future. This upgrade should allow the pump station to convey up to approximately 1,000 gallons per minute, which corresponds to the rated capacity of the existing water treatment plant.

Duty conditions for the new pumps will be defined based on results from a pump test conducted on 28 April 2015. Results from this test were limited to 415 gallons per minute, so a duty condition for 600 gallons per minute will be extrapolated from this value. Additional extrapolation will be required to estimate firm capacity when the future third pump is installed (i.e., 2 duty pumps + 1 spare). It should be noted that there is significant uncertainty in predicted firm capacity when the third pump is installed.

Ultimately, the District is interested in expanding firm capacity beyond 1,000 gallons per minute; however, the ultimate firm capacity has not been established, at this point. Such an upgrade may require replacement or upgrades to all of the pumps and motors that are initially installed. To accommodate this potential upgrade, suction and discharge laterals will be upsized based on the ultimate firm capacity, as established by the District. In addition, the following accommodations are anticipated:

- suction cans for the vertical-turbine pumps will be upsized to accommodate one additional bowl assembly
- electrical infrastructure will be designed in such a way to facilitate upgrades, in the future, as may be required for the ultimate pumps and motors

Process Control and SCADA

The existing PLC installed at the raw-water pump station will be used for monitoring and control of the new pump station. Pump-sequencing logic for the new pump station will be added to the PLC to allow three distinct control modes:

- **Flow control** – modulates pumps to achieved user-specified flow set point
- **Pressure control** – modulates pumps to achieve user-specified pressure set point
- **Level control** – modulates pumps to achieve user-specified level set point in the Denniston clear well

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The District recognizes that existing pressure fluctuations in the distribution system will have a negative effect on process control stability. A separate District effort is underway to identify the cause and potential solutions to stabilize distribution pressures.

Communications between the new pump station and the SCADA Master will be via the existing PLC and telemetry equipment. Effort required to perform radio site surveys and/or analysis of communications alternatives is not anticipated.

Transmission Pipeline

Previous flow tests conducted at the pump-station site revealed that flows above 400 gpm can cause excessive pressures (i.e., ≥ 150 psig) in low-lying areas of the distribution system. This particular area of the main distribution zone is old cast iron pipe that is prone to failure. The combination of excessive pressure and vulnerable pipe effectively limits the amount of low cost water that can be supplied by the Denniston Water Treatment Plant. The District has determined that the best way to protect the existing distribution system is to merge the vulnerable area with an adjacent subzone that is already protected with pressure-reducing valves. This approach requires a new transmission main to connect the new pump station with the main zone of the distribution system.

There are two potential pipe routes of interest to the District:

- Via Bridgeport Drive and Coral Reef Avenue
- Cross-country route to tie-in location near the intersection of Coral Reef and Savilla Avenues

The District is interested in evaluating the two routes to provide a business case for selecting a preferred alternative. The evaluation should include considerations of construction cost, time to implement including easement acquisitions, and construction impacts to rate payers and affected property owners.

Kennedy/Jenks assumes that the preferred route will be via Bridgeport/Coral Reef for purposes of estimating the level of effort to prepare contract-documents. Additional engineering effort will be required to support the easement acquisition process related to the cross-country route.

Scope of Services

Phase Breakdown and Task Descriptions

The engineering effort covered under this scope of work is divided into four (4) phases:

- PHASE A – Alternative Analysis
- PHASE B – Construction Documents (Plans and Specifications)

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- PHASE C – Bid-phase Services
- PHASE D – Project Management & QA/QC

Kennedy/Jenks' technical approach and assumptions are described in the following task breakdown.

PHASE A – Alternative Analysis

Task A1 – Analyze Two Pipeline Routes

Approach:

- Use readily-available digital mapping and public-domain parcel maps to identify parcels affected by each route alternative.
- Compare estimates of probable construction costs. Accuracy of cost estimates will be limited to that necessary to estimate a cost difference between the two alternatives.
- Estimate and compare timelines for real estate transactions.
- Identify and compare potential environmental impacts.
- Recommend a preferred alternative based on an analysis of costs, benefits and impacts to property owners.
- Document findings and recommendations in a technical memorandum (TM).

Meetings:

- One conference call to discuss District's written review comments to the draft TM.

District-Furnished Information:

- Parcel mapping and associated metadata in GIS-compatible format.
- Local unit costs for purposes of estimating permanent and temporary construction easements expenses.
- Historical unit costs for water main installation and pavement overlays.
- Written review comments to draft TM.

Deliverables:

- Draft and final TM No. 1 (pipeline alternative analysis).
- Meeting minutes from conference call.

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Task A2 – Evaluate Pump Alternatives

Approach:

- Use results from recent pump testing to establish duty conditions for the following pumping alternatives:
 - ✓ Recommended rated conditions for an initial firm capacity of 600 gallons per minute using a single duty pump + one identical standby pump. Future firm capacity will be estimated assuming an identical third pump is installed
 - ✓ Recommended rated conditions to accommodate a future firm capacity of 1,000 gallons per minute using three identical pumps (2 duty + 1 standby). Initial firm capacity will be estimated assuming 1 duty pump plus 1 spare pump is installed. This may or may not yield a 600 gallon-per-minute firm capacity
 - ✓ Recommended rated conditions to accommodate a future firm capacity that will be established by the District. That duty condition would be provided by three identical pumps (two duty + one standby). Initial firm capacity will be estimated assuming 1 duty pump plus 1 standby pump is installed. This may or may not yield a 600 gallon-per-minute firm capacity
- Analyze feasibility of using horizontal split-case pumps instead of vertical turbines, for the chosen pumping alternative. If this style of pump is found to be suitable for the proposed duty conditions, compare installed costs of both pump types.

Meetings:

- One conference call to establish the desired firm capacity based on Kennedy/Jenks' findings and recommendations
- One conference call to discuss District review comments to draft TM

Deliverables:

- Draft and Final TM No. 2 (pump alternatives)
- Meeting minutes from 2 conference calls
- Written review comments to draft TM

PHASE B – Construction Documents (Plans, Specifications, and Cost Estimates)

This phase of work consists of the effort planned to complete biddable construction documents for the treated water pump station and transmission pipeline. Construction documents will be

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prepared incrementally to provide opportunities for District review and feedback. Accordingly, 90% and final design subtasks will begin after the District has provided written review comments on preceding design submittal. Phase B is divided into the following subtasks:

- Subtask B.1 – 50% Design (plans and cost estimate)
- Subtask B.2 – 90% Design (plans, specifications and cost estimate)
- Subtask B.3 – Final Design (final bidding documents)
- Subtask B.4 – Geotechnical Investigation and Report
- Subtask B.5 – Surveying and Mapping

The following is a preliminary list of drawings anticipated for this phase of work:

1. G-1 - Drawing Index, Location and Vicinity Maps
2. G-2 - General Drawing Notes, Legend & Abbreviations*
3. G-3 - Key Map & Survey Control Diagram*
4. C-1 - Civil General Notes, Legend & Abbreviations*
5. C-2 - Civil Plan & Profile STA 1+00 - 11+00
6. C-3 - Civil Plan & Profile STA 11+00 - 21+00
7. C-4 - Civil Plan & Profile STA 21+01 - 31+00
8. C-5 - Civil Plan & Profile STA 31+00 - 41+00
9. C-6 - Civil Site Plan
10. C-7 - Civil Details (pipeline)
11. C-8 - Civil Details (pump station)
12. A-1 - Architectural Code Synopsis, Schedules & Details
13. A-2 - Architectural Plan & Exterior Elevations
14. A-3 - Architectural Sections & Roof Details
15. S-1 - Structural General Notes, Special Inspections and Abbreviations*
16. S-2 - Structural Concrete Notes and Typical Details*
17. S-3 - Structural Masonry Notes and Typical Details*
18. S-4 - Structural Foundation Plan
19. S-5 - Structural Roof Framing Plan
20. S-6 - Structural Sections*
21. M-1 - Mechanical General Notes, Legend & Abbreviations*
22. M-2 - Mechanical Plan
23. M-3 - Mechanical Sections & Details
24. E-1 - Electrical General Notes, Legend & Abbreviations*
25. E-2 - Electrical Site Plan
26. E-3 - Electrical Partial Plan
27. E-4 - Electrical Details*
28. E-5 - Electrical Schedules*
29. E-6 - Electrical Single-Line Diagram

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- 30. I-1 - Instrumentation General Notes, Legend & Abbreviations*
- 31. I-2 - Instrumentation P&ID
- 32. I-3 - Instrumentation SCADA Block Diagram & Details

Drawings denoted with an * will not be included with the 50% submittal.

All drawings will be submitted in half-size format (11x17).

Task B.1 – 50% Design (Plans, Specifications, and Cost Estimate)

Approach:

- Prepare drawings in sufficient detail to show the proposed layout and sizing of new facilities, materials of construction, and interfaces with existing infrastructure.
- Estimate cost of construction.
- Prepare pump specification.

Deliverables:

- Three (3) sets of bound 50% documents.

Site Visits:

- One (1) site visit by the electrical engineer to field verify interfaces with existing power distribution and SCADA infrastructure.

Task B.2 – 90% Design (Plans, Specifications, and Cost Estimate)

Approach:

- Incorporate District review comments to the 50% submittal.
- Submit all drawings and specifications.
- Edit District's pro-forma boilerplate documents consisting of bid forms, construction agreement, general and supplementary conditions. Incorporate District's instructions including insurance and bonding requirements, liquidated damages and supplementary conditions. Legal review of boilerplate documents is not anticipated.
- Update Engineer's estimate of probable construction cost.

Deliverables:

- 90% Submittal – three (3) bound sets of plans, specifications and cost estimate.

District-furnished Information:

- Detailed instructions for editing the District's boilerplate documents.

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Task B.3 – Final Design (Final Bidding Documents)

Approach:

- Prepare sealed and signed bidding documents (plans and specifications).
- Update 90% cost estimate based on District review comments to the 90% submittal.
- Printing and distribution of bidding documents to be provided by District.

Deliverables:

- Three bound sets of final bidding documents (plans and specifications).
- Engineer's estimate of probable construction costs.
- CDROM with bid documents in electronic format (pdf).

Task B.4 – Geotechnical Investigation and Report

Approach:

- Perform site reconnaissance by geotechnical engineer.
- Complete subsurface investigation under guidance of geotechnical engineer. Log and sample up to twelve (12) borings at depths ranging from 5- to 45-feet. Two (2) of the borings are planned at the pump-station site. The remaining borings will occur along the pipeline alignment at 500-foot intervals.
- Obtain samples for classification and shear-strength testing.
- Record blow counts from Standard-Penetration Sampler.
- Record water levels in each boring.
- Perform geotechnical analysis and provide recommendations for construction.
- Review 90% design documents for conformance with geotechnical recommendations.

Deliverables:

- Three (3) bound copies of geotechnical report.

Task B.5 – Surveying and Mapping

Approach:

- Enhance previous topographic mapping in the immediate vicinity of the pump-station site.
- Map existing property corners at pump-station site.
- Set temporary horizontal and control benchmarks.
- Survey and map pipeline alignment within the public right of way (back of sidewalk to back of sidewalk).
- Show the location of pavement, sidewalks, curb lines and utility features within the project area.

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- The location of underground utilities lines such as gas, water, and electric, will be shown based upon available agency records and correlated with existing surface features surveyed in the field.
- Invert elevations for storm and sanitary sewers will be field-surveyed.
- Plot the location of the road rights-of-way and property lines based on centerline control monuments, if readily available. If no monuments exist, we will plot the right-of way lines based on record data, lines of occupation or a split of the street improvements.
- Contours will be shown at 1-foot intervals or as appropriate to clearly define the slopes. Spot elevations on ground will be shown to an accuracy of 0.1 (one tenth) of a foot.
- Finish floor elevations and elevations on hard surfaces will be shown to an accuracy of 0.01' (one hundredth) of a foot.

Deliverables:

- Three sets of Draft and final background maps
 - 11 x 17
 - 1" = 40'

District-Provided Services:

- Provide mapping of District's buried utilities.
- Provide written review comments to the draft background maps.
- Verify accuracy of District's mapped utilities.

The following efforts are not anticipated in the level of effort planned for this project:

- Mechanical detection and potholing of existing utilities.
- Setting permanent benchmarks.
- Filing record of survey.

PHASE C – Bid-phase Services

This phase of work consists of the effort planned to assist the District with administering the project bid phase. Phase C is divided into the following subtasks:

- Task C1 – Pre-Bid Meeting
- Task C2 – Respond to Bidders' RFIs
- Task C3 – Addendum (1)
- Task C4 – Evaluate Bids

Assumptions:

- Duration of bid period will be limited to 30 calendar days
- District will be responsible for all advertisement activities
- District will be responsible for distributing bid documents to potential bidders

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- Bid-phase concludes when Task C4 is completed

Task C1 – Attend Pre-Bid Meeting

Approach:

An engineer from Kennedy/Jenks' project staff will attend one pre-bid meeting that will be facilitated by the District. The engineer will describe the project scope to potential bidders and record bidders' questions for response via addendum.

Deliverables:

- Meeting minutes

District-Provided Services:

- Meeting space

Task C2 – Respond to Bidders' RFIs

Approach:

Provide written responses to Bidders' written RFIs (up to five) to the extent they can be answered by direct references to the contract documents. Where additional clarifications are required, responses will be provided by addendum as described under Subtask C3, below. Responses will be emailed to recipients listed on the District's official plan-holders' list.

Deliverables:

- Written responses (up to five)

District-Provided Services:

- Create and maintain list of plan holders
- Transmit changes to plan-holders' list to Kennedy/Jenks

Subtask C3 – Prepare Addendum

Prepare up to one (1) addendum, if required. Transmit addendum documentation to bidders identified on the official plan-holders' list. The addendum will be issued one week prior to bid opening.

Deliverables:

- One (1) addendum

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District-Provided Services:

- Maintain plan-holders list
- All advertisement activities
- Provide/coordinate all reproduction of bid documents

Subtask C4 – Evaluate Bids

Review completed bid forms from the apparent low bidder to verify that the required documentation was submitted with their bid. Review breakdown of costs to check for arithmetic errors. Report our findings and recommendations to District.

Deliverables:

- Letter of recommendation

District-Provided Services:

- Transmit completed bid forms from apparent low bidder

PHASE D – Project Management & QA/QC

This phase of work consists of the following tasks:

- Task D.1 – Project Setup
- Task D.2 – Prepare Site-specific Hazard Assessment & Recognition Program (HARP)
- Task D.3 – Meetings
- Task D.4 – Quality Assurance/Quality Control (QA/QC)
- Task D.5 – Conference Calls, Status Reports & Correspondence (X 9 months)
- Task D.6 – Monthly status reports

Task D.1 – Project Setup

Approach:

- Setup project accounting system and files
- Setup project FTP site for electronic exchange of reference documents and submittals
 - Create and distribute login credentials for all client stakeholders
- Collect and organize reference data from client
 - Prepare data request
 - Log reference materials
- Prepare work plan
 - Update schedule of milestones

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- Coordinate staffing assignments
- Establish standards and protocols
- Establish content requirements for all deliverables

- Setup sub-consultant contracts
 - Surveyor
 - Geotechnical engineer

Deliverables:

- none

Task D.2 - Prepare Site-specific Hazard Assessment & Recognition Program (HARP)

Approach:

Kennedy/Jenks' designated safety official will perform the following:

- Interview Project Manager to identify job-hazards.
- Review District's existing HARP (or equivalent document) if available – brief all staff performing field work at site.
- Prepare site-specific hazard-assessment-recognition plan (HARP) for Kennedy/Jenks staff, including subconsultants – brief all staff performing field work at site.

Deliverables:

- Hazard Assessment and Recognition Plan (HARP).

Task D.3 - Meetings

Approach:

Lead the following meetings to be conducted at the District's main office:

- Kickoff meeting and site visit
- 50%-Review meeting
- 90%-Review meeting

Meetings will be attended by Kennedy/Jenks' project manager and the project engineer.

Deliverables:

- Meeting agendas
- Meeting minutes

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Task D.4 – Quality Assurance/Quality Control (QA/QC)

Approach:

- Manage QA/QC effort in accordance with Kennedy/Jenks' standard procedures.
 - Prepare quality plan
 - ◆ Assign reviewers
 - ◆ Identify milestones requiring QA/QC review
 - ◆ Update quality plan
 - ◆ Document results/actions
 - Generate checklists
 - Perform concept and criteria review by senior staff

Deliverables:

- None anticipated

Task D.5 – Conference Calls, Status Reports & Correspondence (x9 months)

Approach:

- Prepare nine (9) monthly status report to communicate the following project information:
 - work completed
 - upcoming work
 - budget summary
 - potential out-of-scope work
- Coordinate activities of team to ensure conformance with scope, schedule and budget
 - Weekly staff coordination
- Routine client communications
 - Email correspondence
 - Telephone calls

Deliverables:

- Monthly status reports (up to nine (9))

Task D.6 – Change Management (Additional Optional Task)

Approach:

The purpose of this task is to set aside a budget allowance to facilitate unforeseen work requests that are not already covered under this scope of work. This approach is preferred over

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a contract amendment due to scheduling constraints and the length of time needed to approve amendments, should the need arise.

A budget allowance of \$10,000 will be established for use at the District's direction. Funds from this allowance may only be accessed with express written authorization from the District.

Deliverables:

- Work task modifications, including new scoping and budget planning
- Other deliverables as negotiated between District and Kennedy/Jenks

Project Team

Kennedy/Jenks proposes the following key project team members for final design of the treated water pump station and pipeline. These key team members bring relevant experience and expertise in pump station and pipeline design including first-hand knowledge of the District's distribution system and hydraulic conditions.

Principal-In-Charge - Joel Faller, P.E. – As Principal-in-Charge, Joel will be responsible for contractual matters, mobilization of our resources for the project and for maintaining our high quality design standards. Joel served in a similar role on the Denniston Creek WTP Improvements and on other projects for the District. Joel has 35 years of experience in project management and engineering, with expertise in planning, design, and construction of water supply, treatment, storage, pumping and distribution facilities.

Project Manager - Rod Houser, P.E. – Rod will serve as our Project Manager. Rod Houser has over 20 years of civil engineering experience in the planning, design and construction of water conveyance systems. Rod has specialized expertise in pump station analysis and design including hydraulic modeling, pump testing, system analysis, troubleshooting, pump controls, and energy optimization. His experience includes hydraulic and pump analysis in preparation of the Preliminary Engineering Report (PDR) for the Denniston Treated Water Pump Station. He is also an adjunct lecturer at Santa Rosa Junior College where he has taught a course on pumps and hydraulics since 2012.

Project Engineer - Aileen Kondo, P.E. – Aileen Kondo has nearly 10 years of experience in developing preliminary design reports, facility hydraulic capacity analysis, pump system design, chemical system design, treatment process design and development of operations plan and operations manuals for water conveyance and treatment facilities. Aileen's experience includes planning, design and construction support for the Denniston Creek WTP Improvements and the hydraulic analysis and evaluation for the San Vicente Creek Pipeline and Intake Structure.

Architecture - Dan Wright, AIA - Dan Wright, Architect, has many years of experience on a variety of municipal and industrial projects include water pump stations, treatment plants and storage facilities. Dan provided the architectural planning and design support for the Denniston Creek WTP Improvements and for the Preliminary Design Report (PDR) for the Denniston Treated Water Pump Station.

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Electrical - Tony Wakim, P.E. - Tony Wakim has over 40 years of experience in electrical and instrumentation and control systems for water pump stations, treatment plants and storage facilities. He has organized the work effort and prepared plans and specifications for such projects including the Denniston Creek WTP improvements. He also has written the electrical section of Operations & Maintenance (O&M) manuals and has been involved in construction start-up.

Structural - Peter Symonds, P.E. - Peter Symonds is a civil engineer whose primary area of experience is in structural analysis and design of buildings and tank structures in earthquake regions. His experience includes analysis, design and rehabilitation of municipal buildings and water containing structures subjected to static and hydrodynamic loads, notably from earthquakes.

Pipeline Design - Bryan Heinzelman, EIT - Bryan Heinzelman has over a decade of experience in the water works industry. In his time working with Kennedy/Jenks, Bryan has worked on several large diameter pipeline and pump station projects, performing a variety of jobs including: cost estimation, material comparison, routing study, and pipeline condition assessment.

Basis of Compensation

Budget

Kennedy/Jenks proposes to complete the scope of work, for basic services, for a budget of \$299,960. Work will be invoiced on a time-and-expense basis in accordance with on our January 1, 2015 Schedule of Charges (attached). We have not included our standard 4% communications surcharge (\$9,790) based on prior negotiations with the District on other project authorizations. A summary of the recommended phase budgets is provided below:

Phase	Fee Proposal
Phase A – Alternatives Analysis	\$15,180
Phase B – Construction Documents (Plans, Specs & Estimate)	\$245,470
Phase C – Bid-phase Services	\$9,770
Phase D – Project Management & QA/QC	\$29,540
Total	\$299,960

We recommend that the District set aside an allowance of \$10,000 to accommodate District-requested additions or changes in scope. A description of how this allowance would be used is described under “Task D6 – Change Management” in the preceding scope breakdown. With this allowance the total budget estimate is **\$309,960**. A breakdown of the project budget is provided in the attached fee estimate spreadsheet.

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Schedule

A proposed project schedule is attached. The schedule is based on a 10-month duration for the project design and bid phase period with an assumed notice to proceed in late May 2015 and the pump station and pipeline design completed in early December 2015.

Terms and Conditions

This proposal is based on current projections of staff availability and costs and, therefore, is valid for 90 days following the date of this letter. This proposal also assumes that we will contract with the District under similar terms that were previously negotiated for other District projects.

Thank you for considering us for this work. We look forward to working with you on this next project phase for design of the Denniston treated water pump station and transmission pipeline to optimize use of the District's local surface water supply.

Authorization

If this proposal is acceptable to the District, please sign and return a copy so that we can proceed with this work.

Very truly yours,

KENNEDY/JENKS CONSULTANTS, INC.



Joel A. Faller, PE
Vice President

AUTHORIZATION:

COASTSIDE COUNTY WATER
DISTRICT

By: _____
(Signature)

(Print Name)

Title: _____

Date: _____

Enclosures

cc: Rod Houser, K/J

Client/Address: Coastside County Water Agency
 766 Main Street
 Half Moon Bay, CA 94018

Contract/Proposal Date: 5/5/2015

Schedule of Charges

January 1, 2015

Personnel Compensation

Classification	Hourly Rate
CAD-Technician	\$120
Designer-Senior Technician	\$155
Engineer-Scientist-Specialist 1	\$130
Engineer-Scientist-Specialist 2	\$145
Engineer-Scientist-Specialist 3	\$160
Engineer-Scientist-Specialist 4	\$175
Engineer-Scientist-Specialist 5	\$190
Engineer-Scientist-Specialist 6	\$215
Engineer-Scientist-Specialist 7	\$235
Engineer-Scientist-Specialist 8	\$250
Engineer-Scientist-Specialist 9	\$270
Project Administrator	\$110
Administrative Assistant	\$90
Aide.....	\$70

In addition to the above Hourly Rates, a four percent Communications Surcharge will be added to Personnel Compensation for normal and incidental copies, communications and postage.

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

Reimbursement for use of computerized drafting systems (CAD), geographical information systems (GIS), and other specialized software and hardware will be at the rate of \$12 per hour.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

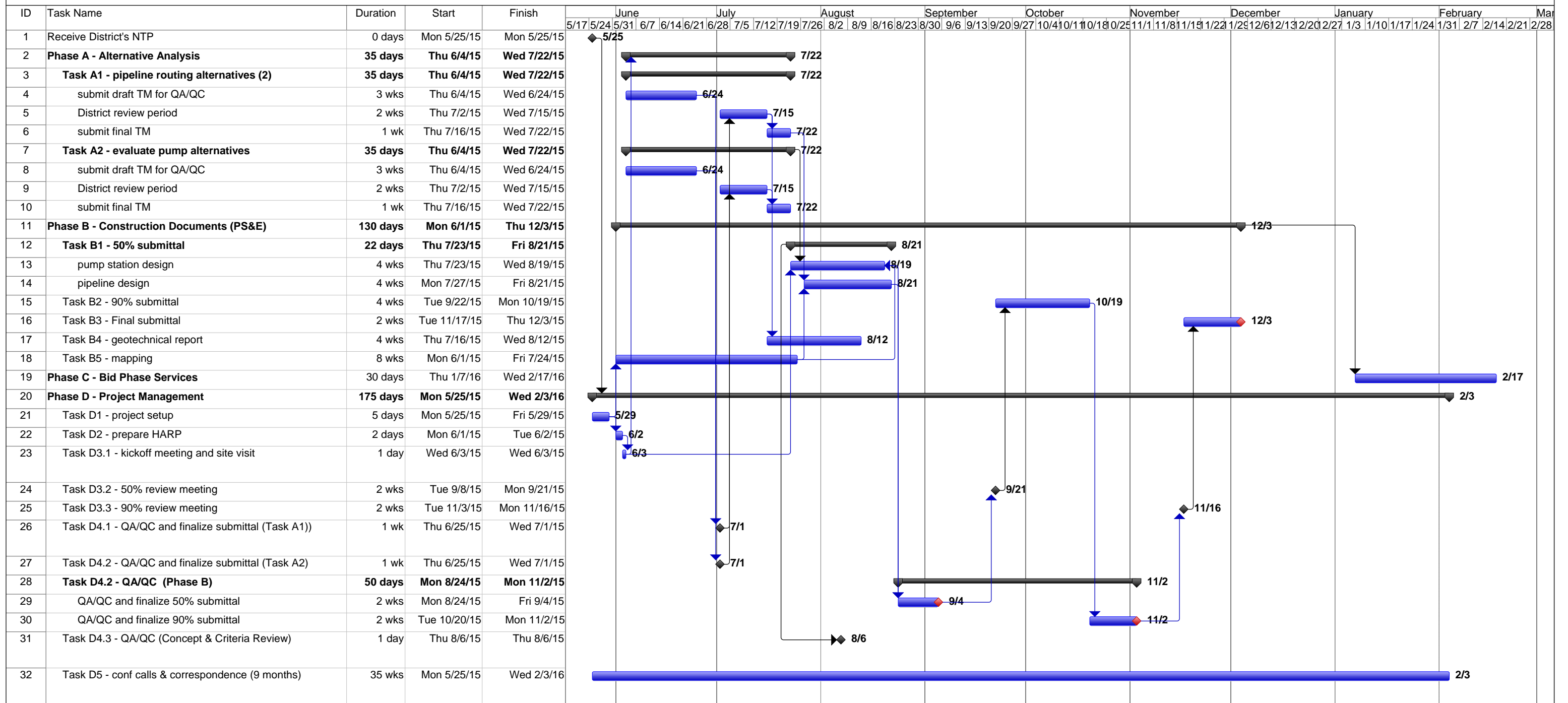
The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2015 through December 31, 2015. After December 31, 2015, invoices will reflect the Schedule of Charges currently in effect.

Proposal Fee Estimate

CLIENT Name: Coastside County Water District
 PROJECT Description: Denniston Treated Water Pump Station & Pipeline
 Proposal/Job Number: _____ Date: 5/5/2015

January 1, 2015 Rates	Eng-Sci-9	Eng-Sci-8	Eng-Sci-7	Eng-Sci-6	Eng-Sci-5	Eng-Sci-4	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Designer	CAD	Project Admin.	Admin. Assist.	Aide	Total	KJ Labor	KJ Escalation	KJ Comm. Charges	Sub Geotechnical Cleary Cons	Sub Surveying & Mapping - SANDIS	KJ Sub-Markup	KJ ODCs	KJ ODCs Markup	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
Classification:	\$270	\$250	\$235	\$215	\$190	\$175	\$160	\$145	\$130	\$155	\$120	\$90	\$110	\$70	Hours	Fees	0%	4%	Fees	Fees	10%	Fees	10%	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
Phase **** (Default)																												
Task **** (Communications Charges)																		\$9,790									\$0	\$0
Phase **** - Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$9,790	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Phase A - Alternative Analysis																												
Task A1 - Pipeline Routing Alternatives (2)		4					32				4		2		42	\$6,820	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,820	\$0	\$0	\$6,820	
Task A2 - Evaluate Pumping Alternatives	2	8					32				4		2		48	\$8,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,360	\$0	\$0	\$8,360	
Phase A - Alternative Analysis - Subtotal	2	12	0	0	0	0	64	0	0	0	8	0	4	0	90	\$15,180	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,180	\$0	\$0	\$15,180	
Phase B - Construction Documents (PS&E)																												
Task B1 - 50% submittal	0	26	0	2	24	40	63	0	0	57	0	7	0	0	218	\$37,770	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$37,770	\$0	\$220	\$37,990	
Task B2 - 90% submittal	0	77	0	5	71	119	188	0	0	172	0	22	0	0	653	\$113,310	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$113,310	\$0	\$220	\$113,530	
Task B3 - Final submittal	0	26	0	2	24	40	63	0	0	57	0	7	0	0	218	\$37,770	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$37,770	\$0	\$220	\$37,990	
Task B4 - Geotechnical Report	0	2					4								6	\$1,140	\$0	\$0	\$17,800	\$0	\$1,780	\$0	\$0	\$1,140	\$19,580	\$0	\$20,720	
Task B5 - Surveying & Mapping	0	2					4								6	\$1,140	\$0	\$0	\$0	\$31,000	\$3,100	\$0	\$0	\$1,140	\$34,100	\$0	\$35,240	
Phase B - Construction Documents (PS&E) - Subtotal	0	133	0	8	118	198	322	0	0	286	0	36	0	0	1101	\$191,130	\$0	\$0	\$17,800	\$31,000	\$4,880	\$600	\$60	\$191,130	\$53,680	\$660	\$245,470	
Phase C - Bid Phase Services																												
Task C1 - Prebid Meeting							6								6	\$960	\$0	\$0	\$0	\$0	\$0	\$100	\$10	\$960	\$0	\$110	\$1,070	
Task C2 - Respond to Bidders' RFIs		2		4			8								14	\$2,640	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,640	\$0	\$0	\$2,640	
Task C3 - Addenda (2)		2		4	4	4	16					4			34	\$5,740	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,740	\$0	\$0	\$5,740	
Task C4 - Evaluate Bids							2								2	\$320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$320	\$0	\$0	\$320	
Phase C - Bid Phase Services - Subtotal	0	4	0	8	4	4	32	0	0	0	0	4	0	0	56	\$9,660	\$0	\$0	\$0	\$0	\$0	\$100	\$10	\$9,660	\$0	\$110	\$9,770	
Phase D - Project Management																												
Task D1 - Project setup							4					4			8	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$1,000	
Task D2 - Prepare site-specific hazard assessment and recognition program (HARP)							3								3	\$480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$480	\$0	\$0	\$480	
Task D3.1 - Kickoff meeting and site visit		6				4	6								16	\$3,160	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$3,160	\$0	\$220	\$3,380	
Task D3.2 - 50% review meeting		6					6								12	\$2,460	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$2,460	\$0	\$220	\$2,680	
Task D3.3 - 90% review meeting		6					6								12	\$2,460	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$2,460	\$0	\$220	\$2,680	
Task D4.1 - QA/QC (Phase A)		12													12	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000	
Task D4.2 - QA/QC (Phase B)	16	12													28	\$7,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,320	\$0	\$0	\$7,320	
Task D4.3 - QA/QC (Concept & Criteria Review)		12													12	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000	
Task D5 - Conf calls, status reports & correspondence (9 months)		24													24	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$6,000	
Phase D - Project Management - Subtotal	16	78	0	0	0	4	25	0	0	0	0	4	0	0	127	\$28,880	\$0	\$0	\$0	\$0	\$0	\$600	\$60	\$28,880	\$0	\$660	\$29,540	
Subtotal Total	288	477	235	231	312	381	42732	145	130	441	128	134	114	70	1374	\$244,850	\$0	\$0	\$17,800	\$31,000	\$4,880	\$1,300	\$130	\$244,850	\$53,680	\$1,430	\$299,960	
Task D6 - Change Management (Optional)	0	0	0	0	0										0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	
All Phases Total	18	227	0	16	122	206	443	0	0	286	8	44	4	0	1374	\$244,850	\$0	\$0	\$17,800	\$31,000	\$4,880	\$1,300	\$130	\$244,850	\$53,680	\$1,430	\$309,960	

Coastside County Water District Treated Water Pump Station & Pipeline Project Design Schedule



Date: Wed 5/6/15	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Progress	
	Split		External Tasks		Inactive Summary		Manual Summary		Deadline	
	Milestone		External Milestone		Manual Task		Start-only			
	Summary		Inactive Task		Duration-only		Finish-only			

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 8, 2015

Subject: Draft Fiscal Year 2015-2016 Budget and Draft Fiscal Year 2015/16 to 2024/25 Capital Improvement Plan

Recommendation:

No Board action required at this time.

Background:

Staff presents for the Board's review the attached draft Fiscal Year 2015-2016 Budget and draft Fiscal Year 2015/16 to 2024/25 Capital Improvement Program.

Expense Budget Revisions:

Since the April 2015 Board Meeting, the District received an update from the SFPUC of the Wholesale Water Rates effective for the Fiscal Year 2015-2016. Although the effective rate increase for the District is 30% (including the untreated water discount), the rate is lower than what was originally planned for in earlier versions of the budget, resulting in a \$101,000 expense reduction. The operating budget totals \$9,864,000 as shown below:

	FY2016 Proposed Budget in \$(000's)
SFPUC Water	\$ 2,872
Electricity	\$ 457
Operating Expenses	\$ 5,029
Debt Service	\$ 824
Non-Operating Revenue	\$ (1,118)
Contribution to CIP/Reserves	\$ 1,800
Total Operating Budget	\$ 9,864

In summary, the operating budget reflects the following assumptions:

- Reduction in water revenue due to water sales reductions given mandatory conservation requirements. (FY2015-2016 assumes annual sales of 590 MG, down from 620MG in FY2014-2015 and 697 MG in FY2013-2014.)
- 30% increase in SFPUC wholesale water rates to the District.
- Increase of \$328,000 for demand management (\$263,000 personnel, consulting and outreach expenses; \$65,000 CIP) due to drought
- 4% increase in operating expenses due to inflation.

The budget also includes \$1,800,000 to cover \$1,400,000 in CIP and \$400,000 to recover a reduction in reserve balances during FY2014-2015.

Capital Improvement Program

Staff has not revised the Capital Improvement Program discussed in the March 31 Budget Work Session.

Budget Risks

As presented at the April Board Meeting, staff sees the following risks to the budget:

- District could experience lower water sales beyond 590 MG. (A reduction to 560 MG would impact revenue \$350-400K.)
- Increased % of non-revenue water. (Plan is for 6.6%. Recent history is 10%. \$110K impact)
- Increased reliance on SFPUC (vs. District owned water sources) due to reduced local source production given continued drought. (\$250K impact)
- Elimination of supply from Pilarcitos (resulting in increased pumping costs from Crystal Springs. \$90K impact)

Please note the due to the volume of paper, the individual detailed sheets for the Operations and Maintenance Budget and Capital Improvement Program are not included in the 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 2015/2016

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget		Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual		YTD Actual FY 14/15 as of February 28, 2015
				\$ Change	% Change		\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0		\$0	\$0		\$0
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000		\$0	\$25,000		\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000		\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

Operations & Maintenance Budget - FY 2015/2016

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY15/16 Budget Vs. FY 14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget	Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual	FY 15/16 Budget Vs. FY 14/15 Actual	YTD Actual FY 14/15 as of February 28, 2015
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
<i>Source of Supply</i>									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
Pumping (Electrical)									
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
Subtotal Pumping (Electrical)		\$457,452	\$334,605	\$122,847	36.7%	\$465,740	-\$8,288	-1.8%	\$340,687
Transmission & Distribution									
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
Subtotal Trans & Distribution		\$564,264	\$481,450	\$82,814	17.2%	\$460,547	\$103,717	22.5%	\$285,047
Personnel									
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
Subtotal - Personnel		\$3,396,121	\$3,042,445	\$353,676	11.6%	\$3,002,017	\$394,104	13.1%	\$1,899,017
Other - Administrative and General									
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%	\$0
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Subtotal - Admin & General		\$1,069,015	\$959,749	\$109,266	11.4%	\$780,959	\$288,056	36.9%	\$433,959
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

CIP Projects FY15/16 to FY24/25

NO.	PROJECT NAME	FY 15/16	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	CIP Total
Equipment Purchase & Replacement												
06-03	SCADA/Telemetry/Electrical Controls Replacement	150,000	150,000	150,000								450,000
08-10	Backhoe					80,000						80,000
08-12	New Service Truck		150,000									150,000
15-04	Vactor Truck/Trailer			200,000								200,000
16-06	Portable work lights	6,000										6,000
99-02	Vehicle Replacement	30,000			30,000		30,000	30,000		30,000		150,000
99-03	Computer Systems	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		45,000
99-04	Office Equipment/Furniture	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000		27,000
8	Equipment Purchase & Replacement Totals	194,000	308,000	358,000	38,000	88,000	38,000	38,000	8,000	38,000		1,108,000
Facilities & Maintenance												
08-08	PRV Valves Replacement Project	30,000	30,000	30,000	30,000	30,000						150,000
09-07	Advanced Metering Infrastructure					1,500,000	1,500,000					3,000,000
09-09	Fire Hydrant Replacement	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		180,000
09-23	District Digital Mapping	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$10,000	100,000
14-11	Replace 2" and Larger Meters with Omni Meters	30,000										30,000
14-13	New Security Fence at Pilarcitos Well Field	20,000										20,000
15-01	Utility Billing Software Upgrade	150,000										150,000
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
99-01	Meter Change Program	10,000	10,000	10,000	10,000	20,000	20,000	20,000	20,000	20,000		140,000
10	Facilities & Maintenance Totals	270,000	70,000	75,000	75,000	1,585,000	1,555,000	55,000	55,000	55,000	3,015,000	6,810,000
Pipeline Projects												
06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project		300,000									300,000

NO.	PROJECT NAME	FY 15/16	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	CIP Total
06-02	Highway 1 South Pipeline Replacement Project			80,000	100,000	1,200,000						1,380,000
07-03	Pilarcitos Canyon Pipeline Replacement	100,000							150,000	1,000,000		1,250,000
07-04	Bell Moon Pipeline Replacement Project			60,000	250,000							310,000
10-01	Main Street Bridge Pipeline Replacement Project	2,000,000										2,000,000
12-02	Wave Valve Automation		50,000									50,000
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
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 Magellan at Hwy 1	100,000										100,000
NN-00	Pipeline Replacement									1,500,000	1,500,000	3,000,000
18	Pipeline Projects Totals	2,500,000	1,050,000	590,000	815,000	2,385,000	2,000,000	2,000,000	2,150,000	2,500,000	1,500,000	17,490,000
Pump Stations/Tanks/Wells												
06-04	Hazen's Tank Replacement	300,000										300,000
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		350,000									350,000
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

NO.	PROJECT NAME	FY 15/16	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	CIP Total
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	75,000	200,000									275,000
16-08	New Denniston Well			80,000								80,000
11	Pump Stations/Tanks/Wells Totals	375,000	550,000	480,000	700,000	215,000						2,320,000
Water Supply Development												
10-02	Bridgeport Drive Pipeline Replacement Project	110,000	840,000									950,000
12-04	Denniston Treated Water Booster Station	200,000	800,000									1,000,000
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
14-24	Denniston/San Vicente EIR & Permitting	50,000										50,000
14-25	Water Shortage Plan Development	100,000										100,000
6	Water Supply Development Totals	760,000	3,640,000	1,000,000								5,400,000
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
16-01	Denniston WTP Coag Tank Motor Operated Valve	10,000										10,000
16-02	Denniston WTP Filter Repairs	110,000										110,000
16-03	Denniston WTP Filter Flow Meter Replacement	10,000										10,000
16-04	Denniston WTP Pond Return Pump	25,000										25,000
16-05	Nunes Filter Valve Repairs & Replacements	15,000										15,000
99-05	Denniston Maintenance Dredging	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000		283,500
8	Water Treatment Plants Totals	205,000	35,000	35,000	565,000	65,000	65,000	33,500	65,000	35,000		1,103,500
Grand Total		4,304,000	5,653,000	2,538,000	2,193,000	4,338,000	3,658,000	2,126,500	2,278,000	2,628,000	4,515,000	34,231,500

Operations & Maintenance Budget - FY 2015/2016

DRAFT

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget		Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual		YTD Actual FY 14/15 as of February 28, 2015
				\$ Change	% Change		\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0		\$0	\$0		\$0
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000		\$0	\$25,000		\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000		\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

Operations & Maintenance Budget - FY 2015/2016

DRAFT

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY15/16 Budget Vs. FY 14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget	Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual	FY 15/16 Budget Vs. FY 14/15 Actual	YTD Actual FY 14/15 as of February 28, 2015
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
<i>Source of Supply</i>									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
Pumping (Electrical)									
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
Subtotal Pumping (Electrical)		\$457,452	\$334,605	\$122,847	36.7%	\$465,740	-\$8,288	-1.8%	\$340,687
Transmission & Distribution									
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
Subtotal Trans & Distribution		\$564,264	\$481,450	\$82,814	17.2%	\$460,547	\$103,717	22.5%	\$285,047
Personnel									
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
Subtotal - Personnel		\$3,396,121	\$3,042,445	\$353,676	11.6%	\$3,002,017	\$394,104	13.1%	\$1,899,017
Other - Administrative and General									
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%	\$0
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Subtotal - Admin & General		\$1,069,015	\$959,749	\$109,266	11.4%	\$780,959	\$288,056	36.9%	\$433,959
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

Updated: 5/5/2015 3:17 PM

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 28-Feb 2015	5,600,403
PROJECTED ACTIVITY to END of FY:	2,599,597
Projected YEAR END TOTAL:	8,200,000

PROPOSED Line Item Amount:	\$9,863,916 *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,832,988
------------------------------	------------------

% Change Actual Year End compared to Proposed Line item amount.	20.3%
% Change to Previous Year Budget	11.7%
Dollar difference between proposed budget & current budget	1,030,928

NARRATIVE: See Worksheet 4120 A for calculations

** Rate increase included for discussion purposes (ap. 27%)

* Assumes a _% Increase

Spread:

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

FY 15/16 Water Sales Projection

Based on data from FY13, FY14, FY15 YTD

Sales Class	Description	FY13 Total MG	FY14 Total MG	13-14 Change MG	13-14 % Change		FY14 to 2/28 MG	FY15 to 2/28 MG	14-15 Change MG	14-15 % Change	FY15 Projected MG	Projected 15-16 Change	Projected 15-16 MG
01	Residential	380.1	379.6	-0.6	-0.2%		270.0	222.5	-47.5	-17.6%	331	-5%	314
02	Commercial	38.2	38.8	0.6	1.5%		27.8	24.9	-2.9	-10.4%	36	-5%	34
03	Restaurant	17.6	18.9	1.2	7.1%		13.3	13.0	-0.3	-2.2%	19	-3%	18
04	Hotel/Motel	29.8	32.5	2.6	8.8%		22.3	21.6	-0.6	-2.9%	32	-3%	31
05	Schools	13.5	13.4	-0.2	-1.1%		9.9	7.9	-2.0	-20.3%	11	-5%	10
06	Multiple Unit Dwellings	33.3	34.1	0.8	2.4%		23.9	20.0	-4.0	-16.5%	30	-5%	29
07	Beaches/Parks	4.4	5.6	1.2	26.4%		4.7	3.1	-1.6	-34.5%	4	-5%	4
08	Agriculture	70.8	73.2	2.4	3.3%		48.0	39.0	-9.0	-18.8%	63	-5%	60
09	Recreational	1.2	1.4	0.2	17.6%		0.9	1.4	0.5	52.6%	2	-5%	2
10	Marine	6.8	6.7	-0.1	-1.1%		5.2	5.0	-0.3	-4.8%	6	-5%	6
11	Irrigation	83.6	90.9	7.3	8.7%		63.3	55.5	-7.8	-12.3%	83	-5%	79
	Portable Meters	1.7	2.2	0.5	28.2%		1.4	1.7	0.2	15.2%	3	0%	3
TOTALS		681.2	697.2	15.9	2.3%		490.9	415.6	-75.3	-15.3%	620.0	-5%	590

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015-2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 28-Feb 2015	30,704
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	45,704
PROPOSED Line Item Amount:	40,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	(12.5%)
% Change to Previous Year Budget	60.0%
Dollar difference between proposed budget & current budget	15,000

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015-2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4180 Description: Late Penalty	
Actual Amount As Of: 28-Feb 2015	61,145
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	91,145
PROPOSED Line Item Amount:	90,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	70,000
% Change Actual Year End compared to Proposed Line item amount.	(1.3%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	20,000
NARRATIVE:	

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 28-Feb 2015	7,254
PROJECTED ACTIVITY to END of FY:	3,600
Projected YEAR END TOTAL:	10,854
PROPOSED Line Item Amount:	10,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
% Change Actual Year End compared to Proposed Line item amount.	(7.9%)
% Change to Previous Year Budget	25.0%
Dollar difference between proposed budget & current budget	2,000

NARRATIVE:

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

Labor	\$10,000
TOTAL	\$10,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 28-Feb 2015	1,798
PROJECTED ACTIVITY to END of FY:	600
Projected YEAR END TOTAL:	2,398
PROPOSED Line Item Amount:	\$ 2,550

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	2,544
% Change Actual Year End compared to Proposed Line item amount.	6.3%
% Change to Previous Year Budget	0.2%
Dollar difference between proposed budget & current budget	6

NARRATIVE:

Interest income is derived from cash on deposit with LAIF.

Cash on Deposit	Balance	Less CSP \$							
	1,020,082	0	1,020,082	x	0.25%	=	\$	2,550	

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 28-Feb 2015	431,952
PROJECTED ACTIVITY to END of FY:	210,000
Projected YEAR END TOTAL:	641,952
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(6.5%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 28-Feb 2015	17,805
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	26,805
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	38.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

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

	FY 15/16
Skylawn	25,000
Miscellaneous	12,000
	37,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 28-Feb 2015	96,059
PROJECTED ACTIVITY to END of FY:	48,000
Projected YEAR END TOTAL:	144,059
PROPOSED Line Item Amount:	139,245

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	134,880
% Change Actual Year End compared to Proposed Line item amount.	(3.3%)
% Change to Previous Year Budget	3.2%
Dollar difference between proposed budget & current budget	4,365

NARRATIVE:

Revenue from Cell Site Leasing

<u>Sub-Account</u>	<u>FY 15/16</u>
Sprint Spectrum Lease (Carter Hill)	28,312
Sprint Spectrum Lease (Alves Tank)	28,312
Metro PCS (Miramontes Tank)	27,331
Metro PCS (Miramar Tank)	27,331
Verizon (Nunes WTP)	27,959
	139,245

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4965 Description: ERAF Refund	
Actual Amount As Of: 28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:	356,277
Projected YEAR END TOTAL:	356,277
PROPOSED Line Item Amount:	200,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	200,000
% Change Actual Year End compared to Proposed Line item amount.	(43.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs. Once the school districts & programs are paid the maximum allowable under law, the law requires the excess to be refunded to the local taxing jurisdiction that contributed to ERAF.

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 28-Feb 2015	1,392,114
PROJECTED ACTIVITY to END of FY:	983,664
Projected YEAR END TOTAL:	2,375,778
PROPOSED Line Item Amount:	2,871,947

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	2,446,253
% Change Actual Year End compared to Proposed Line item amount.	20.9%
% Change to Previous Year Budget	17.4%
Dollar difference between proposed budget & current budget:	425,694

NARRATIVE:

See worksheet 5130 A

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

- San Francisco Wholesale rates: Cost per hcf \$3.52 (\$3.85 less \$.33)
- BAWSCA Bond Surcharge (\$343,955 Annual)

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2015/2016

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs Pilarcitos CSP				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	**3.38/hcf
	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	Actual hcf	Plan	Plan
JUL	3,102	3,100	642	0	0	0	0	0	96,203	84,147	96,203	84,147	99,947	87,247	\$284,417
AUG	1,096	0	134	0	0	0	0	0	98,890	87,728	98,890	87,728	100,120	87,728	\$296,521
SEP	802	0	67	0	0	0	0	0	79,652	70,720	79,652	70,720	80,521	70,720	\$239,034
OCT	0	0	0	0	0	0	0	0	76,377	68,034	76,377	68,034	76,377	68,034	\$229,955
NOV	1,243	1,300	13	13	5,922	6,600	0	0	54,813	47,445	54,813	47,445	61,991	55,358	\$160,364
DEC	2,928	5,000	267	270	14,425	12,000	12,941	12,262	21,885	19,694	34,826	31,956	52,446	49,226	\$108,011
JAN	18,650	11,000	856	800	11,283	12,000	27,045	49,049	14,064	0	41,109	49,049	71,898	72,849	\$165,786
FEB	17,219	11,000	682	800	11,444	12,000	34,693	28,298	3,249	0	37,942	28,298	67,287	52,098	\$95,647
MAR	11,000	11,000	800	800	11,000	12,000	42,000	39,617	0	0	42,000	39,617	64,800	63,417	\$133,905
APR	9,000	9,000	400	800	0	0	60,600	37,730	0	17,904	60,600	55,634	70,000	65,434	\$188,043
MAY	5,000	5,000	400	800	0	0	0	0	90,000	82,970	90,000	82,970	95,400	88,770	\$280,439
JUN	3,000	5,000	400	800	0	0	0	0	90,000	78,251	90,000	78,251	93,400	84,051	\$264,486
hcf Totals	73,040	61,400	4,661	5,083	54,074	54,600	177,279	166,956	625,133	556,893	802,412	723,849	934,187	844,932	\$2,446,608
MG Totals	54.63	45.93	3.49	3.80	40.45	40.84	132.60	124.88	467.60	416.56	600.20	541.44	698.77	632.01	

Base Charge **\$81,384**
 BAWSCA Bond Surcharge **\$343,955**
 Grand Tot: **\$2,871,947**

Note: Bold numbers in actual columns are estimates

Expect 60,067 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...) for FY 15/16
 6.6% unaccountable water

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 28-Feb 2015	19,670
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	29,670
PROPOSED Line Item Amount:	29,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<u>25,000</u>
% Change Actual Year End compared to Proposed Line item amount.	(0.6%)
% Change to Previous Year Budget	18.0%
Dollar difference between proposed budget & current budget	4,500

NARRATIVE:

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

FY15/16

PG&E \$29,500

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5231 Description: Electrical Expenses, CSP	
Actual Amount As Of: 28-Feb 2015	279,567
PROJECTED ACTIVITY to END of FY:	75,063
Projected YEAR END TOTAL:	354,630
PROPOSED Line Item Amount:	307,052

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	150,910
% Change Actual Year End compared to Proposed Line item amount.	(13.4%)
% Change to Previous Year Budget	103.5%
Dollar difference between proposed budget & current budget	156,142

NARRATIVE:

Skylawn is estimated to purchase 7.5 million gallons when we are not running Crystal Springs.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	556,893	0.524	=	\$	291,812
Non-pumping electrical				\$	10,000
Skylawn Pumping Expenses	10,000	0.524	=	\$	5,240
TOTAL				<u>\$</u>	<u>307,052</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 28-Feb 2015	8,613
PROJECTED ACTIVITY to END of FY:	4,000
Projected YEAR END TOTAL:	12,613
PROPOSED Line Item Amount:	12,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	13,700
% Change Actual Year End compared to Proposed Line item amount.	1.5%
% Change to Previous Year Budget	(6.6%)
Dollar difference between proposed budget & current budget	-900

NARRATIVE:

	FY 15/16
Granada #1	\$3,450
Granada #2	\$3,050
Granada #3	\$1,500
Alves Pump Station	\$4,600
Miramontes Tank	\$200
TOTAL	\$12,800

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 28-Feb 2015	13,184
PROJECTED ACTIVITY to END of FY:	6,000
Projected YEAR END TOTAL:	19,184
PROPOSED Line Item Amount:	18,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,995
% Change Actual Year End compared to Proposed Line item amount.	(6.2%)
% Change to Previous Year Budget	(28.0%)
Dollar difference between proposed budget & current budget	-6,995

NARRATIVE:

Assumes sufficient rain in October to pump Pilarcitos Wells in November.

Assumes 28,500 units of production, at an energy cost of \$0.79 per unit plus \$1800 base

Wells #1 & 3	\$ 2,500	Well #4	\$ 2,100
Well #2	\$ 300	Well #4A	\$ 7,000
Well #3A	\$ 400	Well #5	\$ 4,000
Carter Hill	\$ 400	Telemeter	\$ 300
TOTAL		Blending Station	\$ 1,000
		Total	\$ 18,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 28-Feb 2015	19,643
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	49,643
PROPOSED Line Item Amount:	90,100

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	120,000
% Change Actual Year End compared to Proposed Line item amount.	81.5%
% Change to Previous Year Budget	(24.9%)
Dollar difference between proposed budget & current budget	-29,900

NARRATIVE:

	FY 15/16
Denn Pump Station	\$69,000
Denn Well #1	\$1,000
Denn Well #2,3,4	\$500
Denn Well #5	\$600
Denn Well #9	\$5,000
Denn WTP	\$10,000
WWR System	\$4,000
TOTAL	<u><u>\$90,100</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5235 Description: Denn. WTP Oper.	
Actual Amount As Of: 28-Feb 2015	24,840
PROJECTED ACTIVITY to END of FY:	4,500
Projected YEAR END TOTAL:	29,340
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	27,000
% Change Actual Year End compared to Proposed Line item amount.	2.2%
% Change to Previous Year Budget	11.1%
Dollar difference between proposed budget & current budget	3,000

NARRATIVE:

Assume production of 125 MG

ADMIN		CHEMICALS	
Telephone/DSL	\$2,000	Caustic	\$8,000
Alarm System	\$2,000	Polymers	\$3,900
		N-17	\$6,700
Subtotal	\$4,000	Salt	\$1,700
		Pot. Perm	\$2,200
		Lab Reagents	\$3,500
		Subtotal	\$26,000
		Total	\$30,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5236 Description: Denn WTP Maint	
Actual Amount As Of: 28-Feb 2015	12,975
PROJECTED ACTIVITY to END of FY:	11,000
Projected YEAR END TOTAL:	23,975

PROPOSED Line Item Amount:	32,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	52,500
% Change Actual Year End compared to Proposed Line item amount.	33.5%
% Change to Previous Year Budget	(39.0%)
Dollar difference between proposed budget & current budget	-20,500

NARRATIVE:

	FY 15/16
Misc. Expenses / Office Supplies	\$ 2,000
Telemetry	\$ 2,000
Misc. Plumbing & Parts	\$ 4,000
Sludge Removal	\$ 6,000
Annual PM	\$ 3,000
Inst. Controls	\$ 10,000
Office Lab	\$ 4,000
CCTV	\$ 1,000
TOTAL	\$ 32,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240 Description: Nunes WTP Oper	
Actual Amount As Of: 28-Feb 2015	43,088
PROJECTED ACTIVITY to END of FY:	25,000
Projected YEAR END TOTAL:	68,088
PROPOSED Line Item Amount:	52,764

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,450
% Change Actual Year End compared to Proposed Line item amount.	(22.5%)
% Change to Previous Year Budget	30.4%
Dollar difference between proposed budget & current budget	12,314

NARRATIVE:

Chemical costs = \$125/MG.
Expect to treat 590 MG.

Telephone/DSL	\$2,000	Chemicals	
Alarm System	\$1,000	Caustic	\$20,000
Sub total	\$3,000	Polymer	\$1,900
		Alum	\$20,864
		Salt	\$7,000
		Sub Total	\$49,764
		TOTAL	\$52,764

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 28-Feb 2015	16,783
PROJECTED ACTIVITY to END of FY:	19,000
Projected YEAR END TOTAL:	35,783
PROPOSED Line Item Amount:	55,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	51,500
% Change Actual Year End compared to Proposed Line item amount.	55.1%
% Change to Previous Year Budget	7.8%
Dollar difference between proposed budget & current budget	4,000

NARRATIVE:

No change in maintenance costs expected.

Increase in Misc. Expenses to include misc. office expenses.
FY 15/16

Generator Service Contract	\$1,000
Sludge Removal	\$7,500
Electrical	\$5,000
Instrumentation/Controls	\$8,000
Motor & Pump Replacement	\$2,500
Filter Inspection	\$7,500
Backwash Pump Service	\$5,000
Annual Electrical PM	\$5,000
Trees / Landscape	\$7,000
Misc. Expenses / Office Supplies	\$7,000
	\$55,500
	\$55,500

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 28-Feb 2015	6,751
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	9,251
PROPOSED Line Item Amount:	8,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
% Change Actual Year End compared to Proposed Line item amount.	(8.1%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

FY 15/16

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 28-Feb 2015	17,137
PROJECTED ACTIVITY to END of FY:	13,000
Projected YEAR END TOTAL:	30,137
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
% Change Actual Year End compared to Proposed Line item amount.	22.8%
% Change to Previous Year Budget	(7.5%)
Dollar difference between proposed budget & current budget	-3,000

NARRATIVE:

	FY 15/16
Electrical Testing (ETI)	\$4,000
Electrical Repair	\$6,000
Equipment /Valve Maintenance	\$11,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,000
Telemetry & Alarms	\$4,000
Pump Maintenance	\$10,000
	\$37,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 28-Feb 2015	21,517
PROJECTED ACTIVITY to END of FY:	13,500
Projected YEAR END TOTAL:	35,017
PROPOSED Line Item Amount:	40,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
% Change Actual Year End compared to Proposed Line item amount.	14.2%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: Studies/Surveys/Consulting	
Actual Amount As Of: 28-Feb 2015	27,612
PROJECTED ACTIVITY to END of FY:	70,000
Projected YEAR END TOTAL:	97,612
PROPOSED Line Item Amount:	\$240,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	240,000
% Change Actual Year End compared to Proposed Line item amount.	145.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

Narrative: Increase due to Drought Contingency Planning. Reflects deferral of spend from FY2014-2015. Urban Management Plan is required every 5 years.

Water Shortage Contingency Plan	\$75,000.00
Water Audit (M36)	\$70,000.00
Misc. Studies/Surveys	\$10,000.00
Maddaus Water Management	\$10,000.00
Urban Water Management Plan	\$75,000.00
	<u>\$240,000.00</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 28-Feb 2015	30,878
PROJECTED ACTIVITY to END of FY:	6,500
Projected YEAR END TOTAL:	37,378
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	39,000
% Change Actual Year End compared to Proposed Line item amount.	(1.0%)
% Change to Previous Year Budget	(5.1%)
Dollar difference between proposed budget & current budget	-2,000

NARRATIVE:

|

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

Budget Worksheet	
Fiscal Year 2015-2016	FY 2016
Worksheet 5321 – Water Resources	5321
Description	
Water Use Efficiency (Conservation)	
Foundational Best Management Practices	
1.0 Utility Operations Programs	
Subtotal	\$0
2.0 Education Programs	
2.1 Public Information Programs (Outreach Program)	
Subtotal	\$15,000
2.2 School Education Programs	
Subtotal	\$5,000
Programmatic Best Management Practices	
3.0 Residential	
3.1 High Efficiency Fixture Devices	
Subtotal	\$3,000
3.2 High Efficiency Toilet Rebates	
Subtotal	\$8,000
3.3 High Efficiency Clothes Washer Rebates	
Subtotal	\$0
4.0 Commercial, Industrial and Institutional	
Subtotal	\$1,000
5.0 Landscape (Large)	
Subtotal	\$0
Flex Track Best Management Practices	
Lawn Be Gone! Rebate Program	
Subtotal	\$5,000
GPCD Compliance (CUWCC/SBx7)	
Subtotal	\$0
Water Resources	
Pilarcitos IWMP	
	\$0
2015 UWMP	
Plan Preparation and Submittal	
DSS Projections - Maddaus Water Mangement	
	Funded in other account
Water Shortage Contingency Plan Update for 2015	
	Funded in other account
Total	\$37,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 28-Feb 2015	8,692
PROJECTED ACTIVITY to END of FY:	25,000
Projected YEAR END TOTAL:	33,692
PROPOSED Line Item Amount:	95,100

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	41,700
% Change Actual Year End compared to Proposed Line item amount.	182.3%
% Change to Previous Year Budget	128.1%
Dollar difference between proposed budget & current budget	53,400

NARRATIVE:

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

Pacifica Coast Television - Recording meetings(14 @ \$250)	\$3,500
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$23,000
Constant Contact/Email	\$900
Graphic Artist	\$2,500
Public Outreach (moved from 5327 - communication of new state regulations, direct mailings, fact sheets, HMB review ads, etc.)	\$50,000

Spread: TOTAL **95,100**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Note: Items have been moved to corresponding expense accounts and CIP

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5327 Description: Water Resources	
Actual Amount As Of: 28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0

PROPOSED Line Item Amount:	0
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	0
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% Change Actual Year End compared to Proposed Line item amount.

% Change to Previous Year Budget

Dollar difference between proposed budget & current budget	0
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NARRATIVE:

- (1) Additional Employee Dedicated to Enforcement and Outreach
(given new state regulations for enforcement and reporting)
- (1) Additional Employee - Meter Reading (to start transition to monthly reads)
- Overtime - After Hours Enforcement
- (2) Vehicles (CIP)
- (2) Workstations (CIP)
- Mobile Phones
- Public Outreach (communications of new state regulations)

0

Items have been moved to specific expense accounts and CIP

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 28-Feb 2015	731,407
PROJECTED ACTIVITY to END of FY:	365,000
Projected YEAR END TOTAL:	1,096,407
PROPOSED Line Item Amount:	1,118,506

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,060,431
% Change Actual Year End compared to Proposed Line item amount.	2.0%
% Change to Previous Year Budget	5.5%
Dollar difference between proposed budget & current budget	58,075

NARRATIVE:

A COLA of 3.5% was used as a place holder based upon the Department of Labor Statistics information for February to February 2015

Admin Budget includes (2) additional positions

- 1) Office Specialist II - for Water Conservation and Outreach given new state regulations
 - 2) Office Specialist II - Meter Reader - plan is transition to monthly billing given new state regulations
- Plan also includes additional funding for overtime for after hours enforcement activity

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
 2/28/2015
FY 2015/2016 BUDGET WORKSHEET (5411 A)
SALARY INFORMATION - Accounts 5411 & 5610

EMPLOYEE	Current Hrly Rate	COLA 3.50%	Annual Pay	O T Hours	O T Pay	Admin Leave	Cert. Pay	TOTAL
FIELD #5411								
Superintendent	63.81	66.05	137,376				10,800	148,176
Field Supervisor	51.09	52.88	109,981	80	6,345	6,345	7,200	129,871
WTP Supervisor	53.69	55.57	115,578	120	10,002		7,200	132,780
Sr. WTP Oper.	40.91	42.34	88,076	120	7,622		6,000	101,698
Treat/Dist Op	32.75	33.90	70,504	120	6,101		4,800	81,406
Treat/Dist Op	31.18	32.27	67,114	120	5,808		4,800	77,721
Treat/Dist Op	31.96	33.08	68,809	120	5,955		6,000	80,763
Treat/Dist Op	35.28	36.51	75,940	120	6,572		7,200	89,712
Treat/Dist Op	32.75	33.90	70,504	120	6,101		4,800	81,406
Treat/Dist Op	28.95	29.96	62,324	120	5,393		4,800	72,517
Maint Worker	29.71	30.75	63,965	80	3,690		4,800	72,455
Part-Time Help	15.00		15,000					15,000
Part-Time Help	15.00		15,000					15,000
Standby Pay for On-Call Employees			20,000					20,000
Sub total, Field			980,171		63,590	6,345	68,400	1,118,506
ADMIN #5610								
Gen Manager	97.53	100.94	209,952			12,113	6,000	228,064
Asst. General Manager of Finance/Admin	76.93	79.62	165,604			9,554		175,158
Water Conser.	43.66	45.19	93,991	50	3,389		1,200	98,580
Prj Coord. PT	60.00		15,000					15,000
Office Mgr	42.95	44.45	92,463	50	3,334			95,797
Admin Assist.	38.94	40.30	83,825	50	3,023		6,946	93,793
Office Speclst	29.71	30.75	63,965		-			63,965
Office Speclst	27.59	28.55	59,390		-			59,390
Office Speclst	29.71	30.75	63,965		-			63,965
Office Speclst II (Water Cons/Outreach)	29.71	30.75	63,960	120	5,535			69,495
Office Speclst II (Meter Reading)	29.71	30.75	63,960	100	4,612			68,572
Part-Time Help	15.00		15,000					15,000
Directors			15,000					15,000
Sub total, Admin			1,006,075		19,893	21,667	14,146	\$1,061,780
TOTAL			1,986,246					\$2,180,286

Admin Budget includes (2) additional positions
 1) Office Specialist II - for Water Conservation and Outreach due to new state regulations
 2) Office Specialist II - Meter Reader - plan is transition to monthly billing given new state regulations
 Plan also includes additional funding for overtime for after hours enforcement activity

Admin Budget also includes \$10000 market adjustment for Water Conservation Analyst.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5412 Description: Maintenance Expenses	
Actual Amount As Of: 28-Feb 2015	137,456
PROJECTED ACTIVITY to END of FY:	80,000
Projected YEAR END TOTAL:	217,456
PROPOSED Line Item Amount:	268,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	211,500
% Change Actual Year End compared to Proposed Line item amount.	23.5%
% Change to Previous Year Budget	27.0%
Dollar difference between proposed budget & current budget	57,000

NARRATIVE:

Laundry	\$1,200	Equipment Rental	\$2,000
Supplies Shop/Breakroom	\$1,000	Radio Repair/PM	\$3,000
Service Products	\$3,000	Landscape Maint	\$2,500
Pump Repair	\$5,000	Cathodic Protection	\$8,000
USA	\$500	Misc. tools, etc.	\$5,000
Backfill	\$5,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
Hydrant Repair	\$1,300	Waste Services	\$3,000
Tank Maintenance	\$5,000	Fence Repairs	\$2,000
Generator services	\$4,500	Raising Valve (City/County)	\$20,000
Safety Supplies	\$3,500	Building Maintenance	\$10,000
DMV/Pre-employment Physical	\$1,000	Uniforms/Jackets/Shoes	\$10,000
Tree Removal	\$20,000	Paving	\$100,000
Inventory	\$11,000	ML Repairs/Sml Line Replcmnt	\$35,000
Materials	\$6,000		
		TOTAL	\$268,500

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 28-Feb 2015	37,661
PROJECTED ACTIVITY to END of FY:	13,000
Projected YEAR END TOTAL:	50,661
PROPOSED Line Item Amount:	55,650

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,650
% Change Actual Year End compared to Proposed Line item amount.	9.8%
% Change to Previous Year Budget	9.9%
Dollar difference between proposed budget & current budget	5,000

NARRATIVE:

	<u>FY15/16</u>
Gasoline	\$31,000.00
FastTrak	\$150.00
Mobile Phones*	\$12,500.00
Service & Repairs	\$12,000.00
	<u>\$55,650.00</u>
Total	

* Includes \$5000 for employee adds - Public outreach and Meter Reading

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 28-Feb 2015	4,500
PROJECTED ACTIVITY to END of FY:	7,000
Projected YEAR END TOTAL:	11,500

PROPOSED Line Item Amount:	40,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	247.8%
% Change to Previous Year Budget	300.0%
Dollar difference between proposed budget & current budget	30,000

NARRATIVE:

FY 15/16 amounts same from past year due to not being able to rehabilitate wells and complete upgrades

	<u>FY 15/16</u>
Electrical PM	\$2,000
Pumps	\$5,000
Electrical	\$2,800
Plumbing	\$200
Rehabilitation (1 well)	\$30,000
	<hr/>
	<u>\$40,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610 Description: Salaries, Admin.	
Actual Amount As Of: 28-Feb 2015	452,802
PROJECTED ACTIVITY to END of FY:	336,000
Projected YEAR END TOTAL:	788,802
PROPOSED Line Item Amount:	1,061,780

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	809,262
% Change Actual Year End compared to Proposed Line item amount.	34.6%
% Change to Previous Year Budget	31.2%
Dollar difference between proposed budget & current budget	252,518

NARRATIVE:

Admin Salaries include:

- * (1) additional position - Water Conservation Assistant (moved from 5327 line item.) Position is required due to additional reporting and enforcement resulting from new state regulations.
- * (1) additional position - Meter Reader (moved from 5327 line item.) Position is required in order to start transition to monthly billing.
- * \$10,000 additional overtime (moved from 5327 line item.) Increased overtime will be required for after hours enforcement activity.
- * \$10,000 market adjustment for Water Conservation Analyst.
- * Other increases due to timing of addition of Assistant General Manager of Finance/Administration. (FY2015-16 will reflect a full year vs. partial year in FY2014-15.)
- * A COLA of 3.5% was used as a place holder based upon the Department of Labor Statistics information for February to February timeframe.

(See Spreadsheet of Account #5411A for Admin and Board of Directors Salaries)

Spread:

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

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620 Description: Office Expenses	
Actual Amount As Of: 28-Feb 2015	80,122
PROJECTED ACTIVITY to END of FY:	75,000
Projected YEAR END TOTAL:	155,122
PROPOSED Line Item Amount:	164,475

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	157,825
% Change Actual Year End compared to Proposed Line item amount.	6.0%
% Change to Previous Year Budget	4.2%
Dollar difference between proposed budget & current budget	6,650

NARRATIVE:

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

Increase due to:

Spread:

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

Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 6,000
	Bulk Mailing	\$ 6,000
	Pre-Stamped Envelopes	\$ 3,000
Phone Services PG&E	Monthly Service & Repairs	\$ 6,000
	Monthly Service (District Office)	\$ 8,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 9,000
File Storage	Iron Mountain - Offsite Storage	\$ 6,000
	Iron Mountain - Shredding Service	\$ 300
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 5,000
Printing	Checks, Forms, Statements	\$ 1,000
CSG Systems, Inc.	Fulfillment Center for Billing Stmtnts	\$ 30,000
	NetBill (Online Payments)	\$ 6,500
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 8,000
	Credit Card / Bank Fees	\$ 15,000
	Pre-Employment Physicals	\$ 500
	Employee Recognition Program	\$ 2,000
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 750
	Allowance for Bad Debt	\$ 6,000
Maintenance	Office Equipment/Repairs	\$ 5,000
	Office Building	\$ 15,000
Payroll	Payroll Processing with ADP	\$ 8,500
TOTAL		\$ 164,475

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5621	Description: Computer Services
Actual Amount As Of:	28-Feb 2015	45,838
PROJECTED ACTIVITY to END of FY:		36,000
Projected YEAR END TOTAL:		81,838
PROPOSED Line Item Amount:		103,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	91,800
% Change Actual Year End compared to Proposed Line item amount.	26.8%
% Change to previous year budget:	13.1%
Dollar difference between proposed budget & current budget	12,000
Increase in Springbrook Maintenance & Website Maintenance and addition of Comcast Internet	
NARRATIVE:	

Maintenance Agreements		Computer Services	
Springbrook	\$12,000		
Radix	\$3,000	New/Upgrades to software/Cust Rpts	\$7,500
Irvine Consulting Srvc	\$24,000	Service/Repairs/Parts	\$15,000
Badger	\$1,500	Coastside Net	\$1,000
XC2 Software	\$2,600	Rogue Web Works (Website Maint.)	\$7,500
Remit Plus/Ck Scanner)	\$2,000	Sonic.net	\$1,500
GIS License	\$5,000	Spam Filtering	\$900
Web Filtering (Barracuda)	\$1,400	Comcast Internet	\$1,700
Sprbrk Server License	\$700	CalCAD Annual Application Maint.	\$2,500
TelePacific Phone Sys	\$14,000	Subtotal	\$37,600
Subtotal	\$66,200	Grand Total	<u><u>\$103,800</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 28-Feb 2015	22,557
PROJECTED ACTIVITY to END of FY:	7,500
Projected YEAR END TOTAL:	30,057
PROPOSED Line Item Amount:	24,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	23,000
% Change Actual Year End compared to Proposed Line item amount.	(20.2%)
% Change to Previous Year Budget	4.3%
Dollar difference between proposed budget & current budget	1,000

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 5,000
Conferences/Seminars (Board of Directors)	\$ 3,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 2,000
Water Resource Meetings, Training, Seminars	\$ 3,000
TOTAL	\$ 24,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 28-Feb 2015	65,255
PROJECTED ACTIVITY to END of FY:	52,000
Projected YEAR END TOTAL:	117,255
PROPOSED Line Item Amount:	115,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	115,000
% Change Actual Year End compared to Proposed Line item amount.	(1.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 15/16
Auto/General Liability	\$55,000
Property Program	\$20,000
Workers Compensation	\$40,000
TOTAL	\$115,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5635	Description: Ee/Ret Medical Insurance
Actual Amount As Of: 28-Feb 2015	275,676
PROJECTED ACTIVITY to END of FY:	153,000
Projected YEAR END TOTAL:	428,676
PROPOSED Line Item Amount:	527,457

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	482,296
% Change Actual Year End compared to Proposed Line item amount.	23.0%
% Change to Previous Year Budget	9.4%
Dollar difference between proposed budget & current budget	45,161

NARRATIVE: Employee and Retiree Medical Insurance

<u>Active Employees:</u>	FY 15/16
Medical	364,594
Dental	18,270
Vision	4,961
Life/AD&D	12,370
LTD	21,028
EAP	557
(2) Addl employees*	50,000
	471,780 Subtotal

(for new hires - Office Specialist-Water Conservation, Office Specialist-Meter Reader)

<u>Retirees:</u>	
Medical	54,372
Dental	0
Vision	1,305
	55,677 Subtotal

527,457 Total

Spread:

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

ACCOUNT No. 5635 / Insurance Benefits for Active Employees and Retirees - Current Year 2015/2016

ACTIVE EMPLOYEES

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP	
July-14	10,473	15,188	1,392	384	767	1,501	46	
August-14	10,473	15,188	1,392	384	767	1,595	46	
September-14	10,473	15,188	1,432	384	774	1,532	46	
October-14	10,473	15,188	1,432	384	774	1,532	46	
November-14	10,473	15,188	1,432	384	774	1,532	46	
December-14	11,277	14,925	1,362	384	774	1,532	46	
January-15	11,277	14,925	1,362	384	774	1,532	46	
February-15	11,277	14,925	1,421	384	774	1,532	46	
March-15	11,277	14,925	1,421	384	774	1,600	46	
April-15	11,277	16,438	1,493	405	859	1,718	46	
May-15	11,277	16,438	1,493	405	859	1,718	46	
June-15	11,277	16,438	1,493	405	859	1,718	46	
	131,304	184,953	17,124	4,670	9,531	19,043	546	Subtotal of column
	135,324	197,251	17,912	4,864	10,308	20,616	546	Subtotal (June Rate x 12/mo)
	12%	8%	2%	2%	20%	2%	2%	% Increase
	151,563	213,031	18,270	4,961	12,370	21,028	557	TOTAL
	364,594							

RETIRES/COBRA

	Kaiser	Blue Cross	Dental	Vision	
July-14	1,676	4,936	370	107	
August-14	1,676	4,936	370	107	
September-14	1,676	4,734	370	107	
October-14	1,676	4,734	370	107	
November-14	1,676	4,734	370	107	
December-14	1,708	5,455	370	107	
January-15	1,708	4,143	318	107	
February-15	1,708	4,143	318	107	
March-15	1,708	4,143	318	107	
April-15	1,708	4,143	318	107	
May-15	1,708	4,143	318	107	
June-15	1,708	4,143	318	107	
		(20,626)	(3,815)		Reimbursement from Retirees
	20,336	33,759	312	1,279	Subtotal
	20,496	29,090	-	1,279	Subtotal (June Rate x 12/mo - less Reimbursement)
	12%	8%	2%	2%	% Increase
	22,956	31,417	-	1,305	TOTAL
	54,372				

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 28-Feb 2015	356,047
PROJECTED ACTIVITY to END of FY:	178,000
Projected YEAR END TOTAL:	534,047
PROPOSED Line Item Amount:	505,322

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	525,288
% Change Actual Year End compared to Proposed Line item amount.	(5.4%)
% Change to Previous Year Budget	(3.8%)

Dollar difference between proposed budget & current budget **-19,966**

NARRATIVE:

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

2.5% @ 55 Employer Rate decreased from 26.601% (FY 14/15) to 10.612% (FY 15/16). In addition, the amount \$277,774 will be added to cover unfunded liability and side fund instead of the prior method of a contribution rate. Employer Paid Member Contribution 8% (Ee paid 6% - Er paid 2%)
2% @ 60 Employer Rate decreased from 8.715% (FY 14/15) to 7.510% (FY 15/16) Employer Paid Member Contribution 7% (Ee paid 6% - Er paid 1%)
2% @ 62 - Effective January 1, 2013 (PERS Pension Reform Act 2013) Employer Rate 6.7% / Employee Rate 6.5% No Employer Paid Member Contribution

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5645 Description: SIP 401a Plan	
Actual Amount As Of: 28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	30,000
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

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

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
DRAFT
 Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description: Legal	
Actual Amount As Of: 28-Feb 2015	37,600
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	55,600
PROPOSED Line Item Amount:	60,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,000
% Change Actual Year End compared to Proposed Line item amount.	7.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

HansonBridgett	\$60,000
Total	\$60,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 28-Feb 2015	3,480
PROJECTED ACTIVITY to END of FY:	2,000
Projected YEAR END TOTAL:	5,480
PROPOSED Line Item Amount:	14,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	14,000
% Change Actual Year End compared to Proposed Line item amount.	155.5%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 28-Feb 2105	16,585
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	21,585
PROPOSED Line Item Amount:	24,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,000
% Change Actual Year End compared to Proposed Line item amount.	11.2%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

	FY 15/16
Financial Audit Service	\$16,000
Accounting Services	\$8,000
Total	<u><u>\$24,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 28-Feb 2015	83,084
PROJECTED ACTIVITY to END of FY:	41,000
Projected YEAR END TOTAL:	124,084
PROPOSED Line Item Amount:	153,056

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	135,168
% Change Actual Year End compared to Proposed Line item amount.	23.3%
% Change to Previous Year Budget	13.2%
Dollar difference between proposed budget & current budget	17,888

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

Line Item

Amount

Acct. No. **5684** Description: Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 2,180,286			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,958,736	\$ 121,442		\$ 121,442
AMOUNT SUBJECT TO MEDICARE	\$ 2,180,286		\$ 31,614	\$ 31,614
TOTAL				\$ 153,056

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687	Description: Memberships & Subscriptions
Actual Amount As Of: 28-Feb 2015	32,809
PROJECTED ACTIVITY to END of FY:	32,000
Projected YEAR END TOTAL:	64,809
PROPOSED Line Item Amount:	71,290

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	63,074
% Change Actual Year End compared to Proposed Line item amount.	10.0%
% Change to Previous Year Budget	13.0%
Dollar difference between proposed budget & current budget	8,216

NARRATIVE: See attached worksheet for detail of costs

Spread:

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

Worksheet 5687A			
Budget Detail Worksheet			
Line Item: Memberships & Subscriptions			Description
Acct. No. 5687		Amount	
	Alliance for Water Efficiency	\$ 400	Annual Membership
	ACWA	\$ 12,000	Membership dues
	ACWA	\$ 10,000	Delta Sustainability Dues
	AWWA	\$ 2,000	Membership dues and technical publications
	BAWSCA	\$ 29,280	Annual assessment & dues (includes 22% increase)
	California Emergency Utilities	\$ 500	Annual Membership
	California Urban Water Conservation Council	\$ 2,700	Annual Membership
	Chamber of Commerce	\$ 600	Membership dues
	CSDA	\$ 5,000	Membership dues
	Half Moon Bay Review	\$ 60	Annual Subscription
	IAMPO	\$ 100	Subscription for Backflow Prevention Magazine
	Miscellaneous	\$ 2,000	Miscellaneous Dues/Memberships/Subscriptions
	Springbrook Users Group	\$ 100	Annual Users Group for Springbrook Software
	Water Education Foundation	\$ 1,500	Membership dues and technical publications
	Water Net	\$ 250	Publication & Membership
	Water Research Foundation	\$ 1,500	Annual Membership Dues
	Water ReUse	\$ 600	Annual Association Dues
	Wellness Program	\$ 2,100	Wellness Program group membership in health club
	West Group (Formally Barclays)	\$ 600	Updates on California Code of Regulations regarding construction laws
	TOTAL	\$ 71,290	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5688	Description: Election Expense
Actual Amount As Of:	28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
PROPOSED Line Item Amount:		25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

% Change to Previous Year Budget #DIV/0!

Dollar difference between proposed budget & current budget 25,000

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5689	Description: Union Expenses
Actual Amount As Of:	28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
PROPOSED Line Item Amount:		6,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **6,000**

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

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

Dollar difference between proposed budget & current budget 0

NARRATIVE:

Union Negotiation Services		\$ 6,000
	TOTAL	\$ 6,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 28-Feb 2015	16,835
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	16,835
PROPOSED Line Item Amount:	17,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	17,700
% Change Actual Year End compared to Proposed Line item amount.	5.1%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

1. The cost of the LAFCo budget, estimated	\$5,000.00
2. Hazardous Material Handling (Nunes & Denniston)	\$3,500.00
3. Property Taxes	\$1,000.00
4. Annual Encroachment Permit	\$7,000.00
5. District Digital Mapping - Secured Master Data	\$1,200.00
	\$17,700.00

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 28-Feb 2015	8,035
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	13,035
PROPOSED Line Item Amount:	16,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	16,000
% Change Actual Year End compared to Proposed Line item amount.	22.7%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

#1 Fees are charged by the State Department of Health Services for reviewing applications and annual reports on operation of the Nunes & Denniston Water Treatment Plants
(DHS Fees - Increase due to additional services regarding new regulations)

#2 Water Rights (initialized by SWRCB) for both Pilarcitos & San Vicente

#3 RWQCB NPDES Annual Fee (estimated)

#4 Bay Area Air Quality Management Dist - Permits to Operate

#1	\$12,000
#2	\$1,000
#3	\$2,000
#4	\$1,000
	\$16,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

Line Item **Amount**

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

Actual Amount As Of: 28-Feb 2015 **350,866**

PROJECTED ACTIVITY to END of FY: **135,000**

Projected YEAR END TOTAL: **485,866**

PROPOSED Line Item Amount:	485,889
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	485,889
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	(0.0%)
Dollar difference between proposed budget & current budget	0

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2015 Payment	\$349,992
March 2016 Payment	<u>\$135,897</u>
	\$485,889

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5713 Description: Cont. to CIP & Reserves	
Actual Amount As Of: 28-Feb 2015	1,220,883
PROJECTED ACTIVITY to END of FY:	607,332
Projected YEAR END TOTAL:	1,828,215
PROPOSED Line Item Amount:	1,800,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,821,998
% Change Actual Year End compared to Proposed Line item amount.	(1.5%)
% Change to Previous Year Budget	(1.2%)
Dollar difference between proposed budget & current budget	-21,998

NARRATIVE:

Contribution to CIP & Reserves	\$ 1,800,000
	\$ 1,800,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5715 Description: Existing Bond-CIEDB 11-099	
Actual Amount As Of: 28-Feb 2015	338,024
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	338,024
PROPOSED Line Item Amount:	338,024

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	338,024
% Change Actual Year End compared to Proposed Line item amount.	(0.0%)
% Change to Previous Year Budget	(0.0%)
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

July 2015 Payment	\$257,971
January 2016 Payment	\$80,053
	<u>\$338,024</u>

Spread:

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

CIP Projects FY15/16 to FY24/25

NO.	PROJECT NAME	FY 15/16	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	CIP Total
Equipment Purchase & Replacement												
06-03	SCADA/Telemetry/Electrical Controls Replacement	150,000	150,000	150,000								450,000
08-10	Backhoe					80,000						80,000
08-12	New Service Truck		150,000									150,000
15-04	Vactor Truck/Trailer			200,000								200,000
16-06	Portable work lights	6,000										6,000
99-02	Vehicle Replacement	30,000			30,000		30,000	30,000		30,000		150,000
99-03	Computer Systems	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		45,000
99-04	Office Equipment/Furniture	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000		27,000
8	Equipment Purchase & Replacement Totals	194,000	308,000	358,000	38,000	88,000	38,000	38,000	8,000	38,000		1,108,000
Facilities & Maintenance												
08-08	PRV Valves Replacement Project	30,000	30,000	30,000	30,000	30,000						150,000
09-07	Advanced Metering Infrastructure					1,500,000	1,500,000					3,000,000
09-09	Fire Hydrant Replacement	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		180,000
09-23	District Digital Mapping	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$10,000	100,000
14-11	Replace 2" and Larger Meters with Omni Meters	30,000										30,000
14-13	New Security Fence at Pilarcitos Well Field	20,000										20,000
15-01	Utility Billing Software Upgrade	150,000										150,000
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
99-01	Meter Change Program	10,000	10,000	10,000	10,000	20,000	20,000	20,000	20,000	20,000		140,000
10	Facilities & Maintenance Totals	270,000	70,000	75,000	75,000	1,585,000	1,555,000	55,000	55,000	55,000	3,015,000	6,810,000
Pipeline Projects												
06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project		300,000									300,000

NO.	PROJECT NAME	FY 15/16	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	CIP Total
06-02	Highway 1 South Pipeline Replacement Project			80,000	100,000	1,200,000						1,380,000
07-03	Pilarcitos Canyon Pipeline Replacement	100,000							150,000	1,000,000		1,250,000
07-04	Bell Moon Pipeline Replacement Project			60,000	250,000							310,000
10-01	Main Street Bridge Pipeline Replacement Project	2,000,000										2,000,000
12-02	Wave Valve Automation		50,000									50,000
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
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	3,000,000
18	Pipeline Projects Totals	2,500,000	1,050,000	590,000	815,000	2,385,000	2,000,000	2,000,000	2,150,000	2,500,000	1,500,000	17,490,000
Pump Stations/Tanks/Wells												
06-04	Hazen's Tank Replacement	300,000										300,000
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		350,000									350,000
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

NO.	PROJECT NAME	FY 15/16	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	CIP Total
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	75,000	200,000									275,000
16-08	New Denniston Well			80,000								80,000
11	Pump Stations/Tanks/Wells Totals	375,000	550,000	480,000	700,000	215,000						2,320,000
Water Supply Development												
10-02	Bridgeport Drive Pipeline Replacement Project	110,000	840,000									950,000
12-04	Denniston Treated Water Booster Station	200,000	800,000									1,000,000
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
14-24	Denniston/San Vicente EIR & Permitting	50,000										50,000
14-25	Water Shortage Plan Development	100,000										100,000
6	Water Supply Development Totals	760,000	3,640,000	1,000,000								5,400,000
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
16-01	Denniston WTP Coag Tank Motor Operated Valve	10,000										10,000
16-02	Denniston WTP Filter Repairs	110,000										110,000
16-03	Denniston WTP Filter Flow Meter Replacement	10,000										10,000
16-04	Denniston WTP Pond Return Pump	25,000										25,000
16-05	Nunes Filter Valve Repairs & Replacements	15,000										15,000
99-05	Denniston Maintenance Dredging	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000		283,500
8	Water Treatment Plants Totals	205,000	35,000	35,000	565,000	65,000	65,000	33,500	65,000	35,000		1,103,500
Grand Total		4,304,000	5,653,000	2,538,000	2,193,000	4,338,000	3,658,000	2,126,500	2,278,000	2,628,000	4,515,000	34,231,500

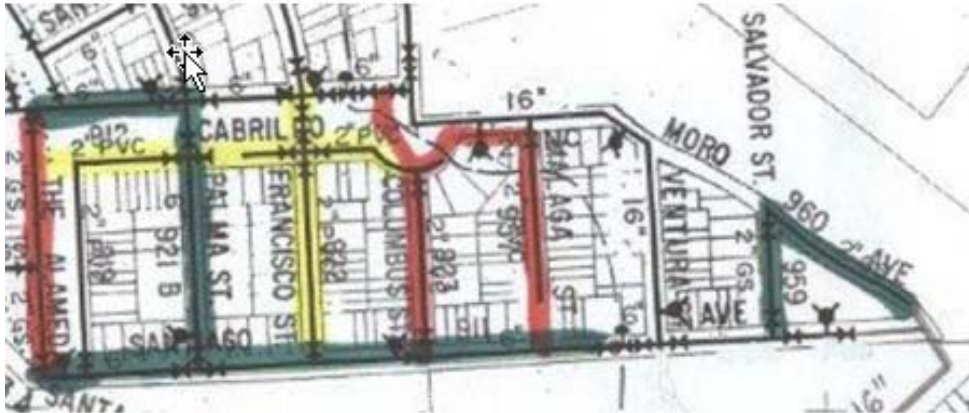
06-01 Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project

Pipeline Projects

Priority: 2 Improves water service and fire protection, eliminates frequent leak repairs, reduces water loss.

	FY 15/16	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
Total Budgeted: \$600,000		300,000								

Description: The Avenue Cabrillo project replaces old, undersized PVC and galvanized mains in the area of El Granada shown in the sketch below (Red = Phase 1, Yellow = Phase 2, Green = Phase 3). This area has been plagued by numerous leaks and by low-pressure. The project consists of 1) constructing 1,520 linear feet of 8-inch diameter and 8,560 linear feet of 6-inch diameter water pipelines to replace old, leaky pipelines, 2) replacing 8 existing fire hydrants and installing 3 new ones, and 3) replacing or reconnecting 149 existing customer water service pipelines. The project was first placed on the CIP in FY 05/06. District Engineer Jim Teter completed the project documents, breaking construction into three phases in order to spread out the construction costs. The district awarded Phase 1 of the project to Stoloski & Gonzales in September 2012, and the contractor completed construction in February 2013. Because Phase 1 addressed the most serious problems, timing for Phases 2 & 3 is somewhat flexible. It will be advantageous to complete this construction in the near future, however, before San Mateo County’s planned pavement overlay project.



06-02 Highway 1 South Pipeline Replacement Project

Pipeline Projects

Priority: 3 Replaces obsolete, substandard main and improves water service, fire protection, water quality.

	FY 15/16	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
Total Budgeted: \$1,380,000			80,000	100,000	1,200,000					

Description: This project would replace about 3500 feet of 2 inch galvanized steel pipe running south along Highway 1 from Miramontes Point Road. The pipeline was part of the Citizens Utilities system acquired when the district was formed in 1948. It serves six connections, one at the approximate midpoint and five at the southern end of the line. These services experience low-pressure problems due to the size and length of the pipe in the prevailing lower pressures in the southernmost part of the District. The low-pressure also creates the risk of water quality problems. District Engineer Teter completed design drawings for the replacement project in November 2008 and prepared an Engineer's Report detailing environmental and permitting requirements and suggesting possible alternatives to replacing the existing pipe with an 8 inch ductile iron main. The District will evaluate the alternatives further before proceeding with the replacement project.



06-03 SCADA/Telemetry/Electrical Controls Replacement

Equipment Purchase & Replacement

Priority: 1 Improves operational efficiency, ensures reliable facility control and communication of critical operations data.

	FY 15/16	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
Total Budgeted: \$600,000	150,000	150,000	150,000							

Description: This project provides for phased upgrading of controls at all the District's facilities and construction of a radio-based data communications network. Digital controllers at the District's facilities monitor reservoir levels, control treatment processes and pump stations, communicate critical data to the District's operations center, and notify operators of alarm conditions. Many of the District's operations run on controllers installed in the 1990s. These controllers are obsolete and can no longer be repaired when they fail. Replacing them before they fail prevents the disruption and higher costs associated with emergency replacements. Transmission of essential data from District facilities to the operations center currently depends on a variety of communication channels, including leased telephone lines, radio links, and cellular network links. These communication links are not under the control of the District, vary in reliability, and can be expensive. This project will connect all District facilities with a reliable, District-owned, ethernet radio network.

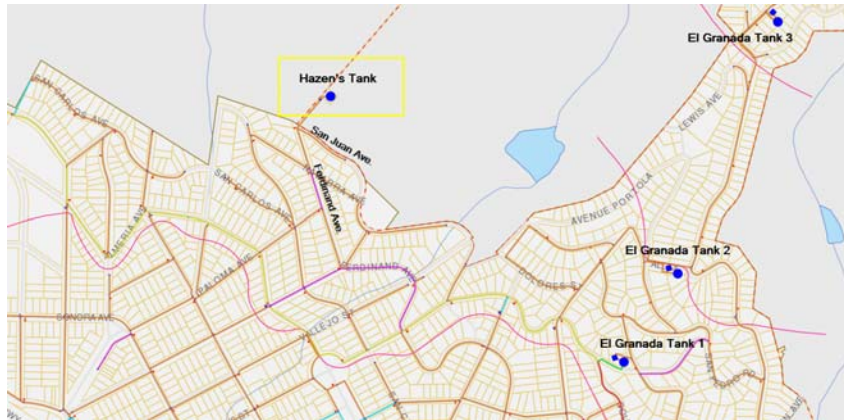
06-04 Hazen's Tank Replacement

Pump Stations/Tanks/Wells

Priority: 1 Replaces essential district infrastructure.

	FY 15/16	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
Total Budgeted: \$500,000	300,000									

Description: Hazen's tank is a 50,000 gallon redwood tank of uncertain age which was moved to the present site near the intersection of San Juan Ave. and Ferdinand Avenue in the mid-1960s. Its purpose is to stabilize water pressures in the nearby higher elevation areas of El Granada within the El Granada Tank 2 pressure zone. This tank has reached the end of its useful life, and its redwood construction raises the risk of water quality problems. The new tank will be a welded steel tank.



07-03 Pilarcitos Canyon Pipeline Replacement

Pipeline Projects

Priority: 1 This project is vital because gravity flow from Pilarcitos saves up to \$40,000 per month in Crystal Springs pumping costs and provides a backup water source for the district in the event of a Crystal Springs pump station failure.

	FY 15/16	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
Total Budgeted: \$1,250,000	100,000							150,000	1,000,000	

Description: The Pilarcitos Canyon Pipeline (also called Stone Dam Pipeline) conveys water from SFPUC's Pilarcitos Reservoir by gravity into the District's system. The original 12 inch welded steel pipeline, built in 1948, failed in an inaccessible area of the pipeline alignment in August 2012. Due to the age and condition of the pipe and the difficulty of working at the failure site, District staff concluded that repairing the pipeline was not feasible. In November 2012, the District obtained a permit from San Francisco to install an emergency temporary replacement pipeline to supply water while the District plans, designs, and constructs a permanent replacement pipe. District staff and contractors completed construction of the temporary line in December 2012. Conditions of the San Francisco permit require the District to conduct a feasibility study for the permanent replacement pipeline and undertake an environmental evaluation of the replacement project by May 2014 and complete construction by November 2015. These deadlines will likely be extended by mutual agreement. This work will require significant coordination between the District and SFPUC. Given the sensitivity of the Pilarcitos Canyon environment and regulatory interest in Pilarcitos stream flows, completion of the permanent replacement could take significantly longer than the three years contemplated in the permit. The temporary pipeline will serve the district's needs during this time. The CIP budgets \$75,000 per year in FY 14/15 and FY 15/16 for the feasibility study, initial environmental review, and preliminary design. The FY 17/18 CIP includes a construction cost placeholder of \$1 million.

07-04 Bell Moon Pipeline Replacement Project

Pipeline Projects

Priority: 3 The District's welded steel pipelines are generally at least 50 years old and subject to increasing risk of failure.

	FY 15/16	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
Total Budgeted: \$310,000			60,000	250,000						

Description: Replaces approximately 725 feet of 12 inch welded steel pipeline serving the light industrial area between Lewis Foster Drive and Highway 92.



08-07 Nunes Filter Valve Replacement

Water Treatment Plants

Priority: 3 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$150,000				30,000	30,000	30,000	30,000	30,000		

Description:

08-08 PRV Valves Replacement Project

Facilities & Maintenance

Priority: 1 Maintains distribution system circulation and water quality

	FY 15/16	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
Total Budgeted: \$180,000	30,000	30,000	30,000	30,000	30,000					

Description: 14 pressure reducing valves (PRV) divide the District's distribution system into four pressure zones. As the valves reach the end of their service life, they may stop or restrict the flow between zones, creating dead ends in the system and increasing the risk of water quality problems. This project provides funding to replace seven remaining older PRV's at one PRV per year.

08-10 Backhoe

Equipment Purchase & Replacement

Priority: 2 Replaces essential District equipment.

	FY 15/16	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
Total Budgeted: \$80,000					80,000					

Description: District crews use a backhoe on a frequent basis for leak repairs. The District purchased its current backhoe used in 2006. This project would replace the backhoe with a late-model used unit.

08-12 New Service Truck

Equipment Purchase & Replacement

Priority: 2

	FY 15/16	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
Total Budgeted: \$150,000		150,000								

Description:

08-14 Alves Tank Recoating, Interior + Exterior

Pump Stations/Tanks/Wells

Priority: 1 Maintains critical district infrastructure.

	FY 15/16	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
Total Budgeted: \$600,000				600,000						

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. The Alves Tank, located above Miramontes Point Road east of Highway 1, is the District's largest at 2.0 million gallons. This project provides for repairing and recoating the Alves Tank. Project costs will include installation and operation of a temporary pump station to ensure adequate flow and pressure to customers in the southernmost area of the District during the tank shutdown. The project also includes replacement of the tank's altitude valve (formerly shown as Project 13-10 at a cost of \$50,000).

08-16 Cahill Tank Exterior Recoat

Pump Stations/Tanks/Wells

Priority: 3 Maintains essential district facilities

	FY 15/16	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
Total Budgeted: \$15,000					15,000					

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. The Cahill tank is a 250,000 gallon surge tank located on the ridge above Crystal Springs Reservoir, near Skylawn Cemetery. The tank receives raw water from the Crystal Springs pumps and provides for a uniform flow into the Nunes Water Treatment Plant. This project provides for exterior recoding of the Cahill tank.

08-18 EG Tank #3 Recoating Interior + Exterior

Pump Stations/Tanks/Wells

Priority: 1 Maintains essential district facilities.

	FY 15/16	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
Total Budgeted: \$700,000		350,000								

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. El Granada Tank #3 is a 250,000 gallon steel tank located at 712 El Granada Boulevard. It supplies the District's highest elevation zone. District Engineer J. Teter completed an inspection report for the tank in January 2009. The inspection found the tank structurally sound and in need of exterior and interior recoding to prevent corrosion.

09-07 Advanced Metering Infrastructure

Facilities & Maintenance

Priority: 2 Ensures efficient District operation and customer service, particularly during water shortages

	FY 15/16	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
Total Budgeted: \$3,000,000					1,500,000	1,500,000				

Description: Advanced Metering Infrastructure (AMI) represents an essential element of a larger District initiative to prepare the District to operate efficiently and meet the needs of its customers during future water shortages. An AMI network transmits meter readings directly to the District's office, eliminating the current labor-intensive manual reading process. AMI provides the ability to read meters daily – or even more frequently – rather than monthly or bimonthly. This facilitates leak detection and allows us to give customers timely feedback that helps them manage their water use. The District has proven the concept of automated meter reading with approximately 500 currently installed meters. These meters operate on a drive-by reading system. The CIP budget provides funds for phased AMI implementation over two years beginning with FY 19/20.

09-09 Fire Hydrant Replacement

Facilities & Maintenance

Priority: 3 Maintains essential district infrastructure.

	FY 15/16	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
Total Budgeted: \$200,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	

Description: This project provides continuing funding for replacement of fire hydrants that have reached the end of their service life. The district has about 620 fire hydrants, and the cost of replacing a hydrant ranges from \$2000-\$5000.

09-18 New Pilarcitos Well

Pump Stations/Tanks/Wells

Priority: 2 Maintains essential district facilities, reduces water purchased costs.

	FY 15/16	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
Total Budgeted: \$150,000			150,000							

Description: Water from a number of wells located on District property along upper Pilarcitos Creek represents an important water source for the District. Under the terms of a permanent water rights license, the District may pump up to 117 million gallons from these wells in the period from November 1 through March 31. Use of the wells results in substantial water cost savings versus the high cost of water purchased from San Francisco Public Utilities Commission. A new well producing 300 gallons per minute could reduce SFPUC water purchase costs by more than \$350,000 in a single pumping season (based on projected FY 18/19 SFPUC cost of \$4.35 per hundred cubic feet) This project provides for drilling a new Pilarcitos well to replace several older wells which have, over time, become less productive.

09-23 District Digital Mapping

Facilities & Maintenance

Priority: 1 Provides an essential tool for District asset management.

	FY 15/16	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
Total Budgeted: \$100,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000

Description: This project provides continuing funding for implementation of the District's Geographic Information System (GIS).The GIS effort began in FY 10/11 with conversion of the District's paper distribution system maps to digital format.

10-01 Main Street Bridge Pipeline Replacement Project

Pipeline Projects

Priority: 1 This remaining section of 10 inch welded steel pipe restricts flow and pressure in the portion of the District south of Pilarcitos Creek. Failure of the pipe on the bridge would cause significant environmental damage and water loss.

	FY 15/16	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
Total Budgeted: \$2,500,000	2,000,000									

Description: The El Granada Pipeline Replacement Project, completed in 2008, included replacing the existing 10 inch welded steel pipe along Main Street with a new 16 inch ductile iron pipeline. The section crossing Pilarcitos Creek, which is suspended from the Main Street bridge, was left out of the project because it was anticipated that the City of Half Moon Bay would construct a new bridge within a few years. As of June 2014, the City has not decided whether it will replace or repair the existing bridge, and passage of Measure F requires that any bridge project be subjected to a vote. This section of pipe is critical for service in the portion of the District south of Pilarcitos Creek. Due to the deteriorated condition of the existing pipe and the difficulty of repairing it, the District must 1) be ready to quickly put an emergency temporary pipeline in place if the pipe fails, 2) proceed with a replacement that does not rely on the City's bridge. The District awarded a design contract for the replacement on June 10, 2014. Construction should take place in 2015.



10-02 Bridgeport Drive Pipeline Replacement Project

Water Supply Development

Priority: 1 This project is critical to the District's efforts to make maximum use of local water sources. It must be completed as soon as possible in order to comply with timing requirements of water rights permits for Denniston/San Vicente.

	FY 15/16	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
Total Budgeted: \$950,000	110,000	840,000								

Description: The Denniston Water Treatment Plant has a capacity of 1000 gpm, but gravity flow from Denniston WTP into the rest of the District's system is limited to about 400 gpm by the existing 8 inch and 10 inch cast iron pipelines along Bridgeport Drive. This limitation precludes making maximum use of the District's economical local water source. The solution to this problem has two elements: 1) construction of a treated water booster station adjacent to the Denniston pump station, and 2) construction of a 3,500 foot, 12 inch ductile iron pipeline bypassing the Bridgeport Drive bottleneck. This project (10-02) would construct the new pipeline. The Denniston treated water booster station is covered by CIP project 12-04.



11-02 CSPS Stainless Steel Inlet Valves

Pump Stations/Tanks/Wells

Priority: 3 Maintains essential district infrastructure.

	FY 15/16	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
Total Budgeted: \$100,000				100,000						

Description: This project would replace the existing carbon steel butterfly valves on the Crystal Springs Pump Station raw water inlets with stainless steel valves. The existing valves are submerged in the Crystal Springs inlet tunnel and subject to corrosion which could render them inoperable. These valves supplement inlet valves located in Crystal Springs reservoir to provide a second barrier against water entering the tunnel when it is necessary to dewater and enter the tunnel for maintenance or inspection purposes. Replacement of the steel inlet valves will complete a project initiated in 2011 to improve reliability and lower maintenance costs of the Crystal Springs Pump Station. The first project phases, completed in 2012, removed two pneumatically operated inlet valves from the tunnel, modified them for manual operation, and relocated them under the inlet screens in Crystal Springs reservoir.

11-05 Half Moon Bay Tank #2 Interior + Exterior Recoat

Pump Stations/Tanks/Wells

Priority: 1 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$200,000			200,000							

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. Half Moon Bay Tank #2 Is a 400,000 gallon steel tank, one of three tanks located on the Nunes Treatment Plant site. The District completed repair and recoating of Half Moon Bay Tank #1, the smallest and the oldest of the three tanks, in 2012. The Tank #1 project also included providing improved access to the roof of Tank #2 via a catwalk from the roof of Tank #1, eliminating Tank #2's access ladder. This project provides for recoating the interior and exterior of Half Moon Bay Tank #2.

11-06 Half Moon Bay Tank #3 Interior + Exterior Recoat

Pump Stations/Tanks/Wells

Priority: 1 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$200,000					200,000					

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. Half Moon Bay Tank #2 Is a 400,000 gallon steel tank, one of three tanks located on the Nunes Treatment Plant site. The District completed repair and recoating of Half Moon Bay Tank #1, the smallest and the oldest of the three tanks, in 2012. This project provides for recoating the interior and exterior of Half Moon Bay Tank #3.

12-02 Wave Valve Automation

Pipeline Projects

Priority: 3 Improves system operation, water quality due to better circulation control, employee safety.

	FY 15/16	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
Total Budgeted: \$50,000		50,000								

Description: The Wave Valve, located on the 16 inch El Granada Pipeline adjacent to the Highway 1 frontage road near Wave Avenue, allows isolating the northern part of the District from the southern area. Closing the valve occasionally may be necessary for operational reasons. This project would retrofit the existing valve with an electrically operated actuator, eliminating a strenuous manual operation which raises safety concerns and providing operators with the ability to control the valve remotely in the event of an emergency or other operational need.



12-04 Denniston Treated Water Booster Station

Water Supply Development

Priority: 1 This project is critical to the District's efforts to make maximum use of local water sources. It must be completed as soon as possible in order to comply with timing requirements of water rights permits for Denniston/San Vicente.

	FY 15/16	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
Total Budgeted: \$1,000,000	200,000	800,000								

Description: The Denniston Water Treatment Plant has a capacity of 1000 gpm, but gravity flow from Denniston WTP into the rest of the District's system is limited to about 400 gpm by the existing 8 inch and 10 inch cast iron pipelines along Bridgeport Drive. This limitation precludes making maximum use of the District's economical local water source. The solution to this problem has two elements: 1) construction of a treated water booster station adjacent to the Denniston pump station, and 2) construction of a 3,500 foot, 12 inch ductile iron pipeline bypassing the Bridgeport Drive bottleneck. This project (12-04) would construct the new pump station. The Bridgeport pipeline replacement is covered by CIP project 10-02. Denniston/San Vicente EIR process must complete before construction can proceed.

12-12 San Vicente Diversion and Pipeline

Water Supply Development

Priority: 1 Essential to secure vital local source water rights.

	FY 15/16	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
Total Budgeted: \$2,300,000	300,000	1,000,000	1,000,000							

Description: A water rights permit issued in 1969 allows the District to divert up to 2 cubic feet per second, year-round, from San Vicente Creek. In order to secure this water right on a permanent basis, the District must divert water from San Vicente. Although the District laid a temporary pipeline and diverted a small quantity of water in the 1980s, San Vicente diversion rights have essentially gone unused. The San Vicente Diversion and Pipeline Project includes the following: 1) construction of a new diversion structure and pumping station at the District owned diversion site on San Vicente Creek. 2) replacement of the existing District owned pipeline from the diversion site to Upper San Vicente Reservoir (approximately 2300 feet). 3) construction of flow control and bypass piping at Upper San Vicente Reservoir. 4) construction of a new pipeline from Upper San Vicente Reservoir to the Denniston pump station (approximately 4000 feet). This project includes \$300,000 in funding for design in FY 15/16 and \$2 million for construction in FY 16/17 and FY 17/18. Denniston/San Vicente EIR process must complete before construction can proceed.

13-02 Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave.

Pipeline Projects

Priority: 2 Prevents water loss and environmental damage, protects water quality.

	FY 15/16	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
Total Budgeted: \$400,000		200,000								

Description: The 8 inch pipeline crossing Pilarcitos Creek between the end of Pilarcitos Avenue just south of the creek and Strawflower Shopping Center is one of only two pipelines supplying water to areas of the district south of Pilarcitos Creek. The pipe's age, current condition, and exact location in the creek are unknown. A break occurring in the section of pipe underneath the creek bed would be very difficult to detect and could cause significant water loss, serious water quality issues which could result in a District-wide boil water order, and environmental damage with potential fines. The objective of this project is to replace the section of pipe under the creek with a pipe running over the creek, possibly attached to the existing footbridge between the end of Pilarcitos Avenue and the shopping center.



13-04 Denniston Reservoir Restoration

Water Supply Development

Priority: 2 Improves yield, quality, and reliability of the District's primary local water source.

	FY 15/16	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
Total Budgeted: \$1,000,000		1,000,000								

Description: Siltation in Denniston reservoir has reduced its volume to a small fraction of the capacity that existed when the District built the Denniston treatment plant. This reduction in volume reduces available yield during the dryer months and results in poor water quality during the wet months due to lack of settling time. This project would substantially restore the original volume of Denniston reservoir. The Environmental Impact Report currently under preparation for the Denniston/San Vicente Water Supply Project includes consideration of Denniston reservoir dredging.



13-05 Denniston WTP Emergency Power

Water Treatment Plants

Priority: 2 Improves water supply reliability, emergency preparedness.

	FY 15/16	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
Total Budgeted: \$500,000				500,000						

Description: This project would provide emergency backup power and associated switchgear for the Denniston Water Treatment Plant and Denniston Pump Station. Denniston provides the only backup to the District's SFPUC water supply, which comes into the district via a single pipeline. Should the SFPUC supply be disrupted for an extended period – by an earthquake, for example – having emergency power at Denniston would ensure continuous flow of water to the District's customers.

13-08 Crystal Springs Spare 350 HP Pump & Motor

Pump Stations/Tanks/Wells

Priority: 2 Ensures reliability of critical facilities.

	FY 15/16	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
Total Budgeted: \$50,000			50,000							

Description: The Crystal Springs Pump Station has two 350 HP pumps and one 500 HP pump. Because failure of any one of the three pumps during peak demand months could impose an immediate water shortage on the District, the District maintains spare replacement units for pumps and motors. This ensures that the District could bring a failed pump back online with in a few days, rather than waiting the 10 to 14 weeks it could take to order and receive a new unit. This project would provide a spare 350 HP pump and motor which could replace either of the operating 350 HP units in the event of a failure. The pump and motor will be purchased in FY 13/14 and FY 17/18, respectively.

13-11 EG Tank #1 & Tank #2 Emergency Generators

Pump Stations/Tanks/Wells

Priority: 1 Ensures adequate water supplies, fire flows.

	FY 15/16	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
Total Budgeted: \$275,000	75,000	200,000								

Description: The pump station at El Granada (EG) Tank #1 lifts water to EG Tank #2, where the EG Tank #2 pump station pumps the water further up El Granada Boulevard to EG Tank #3. In the event of a power failure at EG Tank #1, the higher elevation areas served by tanks 2 and 3 would have only the limited supply (400,000 gallons) contained in those tanks. This would significantly reduce the system's ability to provide adequate fire flows. This project will provide emergency generators and associated switchgear for the EG Tank #1 and EG Tank #2 pump stations.

14-01 Replace 12" Welded Steel Line on Hwy 92 with 8" DI

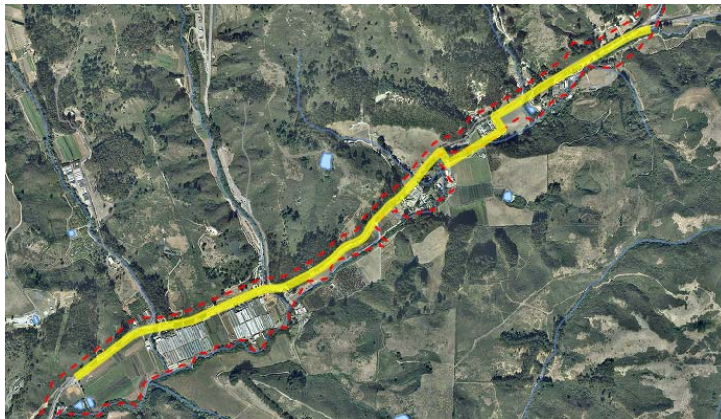
Pipeline Projects

Priority: 2 Replacing this pipeline is important to reduce costs, lower environmental risks, and improve water quality.

	FY 15/16	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
Total Budgeted: \$3,300,000	300,000					1,000,000	1,000,000	1,000,000		

Description: When the District built the new Pilarcitos East Pipeline to bring untreated water from Pilarcitos Reservoir and Crystal Springs to the Nunes Water Treatment Plant, the existing 12 inch welded steel raw water pipeline running along Highway 92 was repurposed to supply treated water to services along Highway 92. This (approximately) 12,000 foot pipeline is one of the oldest in the District and, like other welded steel pipelines, is at the end of its useful life. District crews have repaired a number of leaks along the pipe in recent years, and we would expect the frequency of repairs to increase. A large leak in a section of pipeline close to Pilarcitos Creek could cause significant environmental damage. In addition, the large size of the pipe relative to the low flow demands of the limited number of services along Highway 92 creates water quality problems. We are currently addressing water quality concerns with a schedule of regular flushing, but the flushing itself raises additional issues, including discharge of treated water into Pilarcitos Creek. Given its length and the challenges of construction along the busy highway, replacing this pipe will be expensive – on the order of several million dollars. Construction would occur in phases, beginning with the sections at highest risk for costly failures. The CIP budget for the project includes:

- \$100,000 for planning in FY 15/16
- \$200,000 in FY15/16 for sliplining a problematic section near La Nebbia winery
- Construction cost placeholders of \$1 million per year in FY 20/21 through FY 22/23.



14-11 Replace 2" and Larger Meters with Omni Meters

Facilities & Maintenance

Priority: 2 Ensures equitable collection of revenue from larger customers.

	FY 15/16	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
Total Budgeted: \$60,000	30,000									

Description: This program provides for replacing 2 inch and larger meters with newer technology that more accurately measures low flows, ensuring equitable collection of revenue.

14-13 New Security Fence at Pilarcitos Well Field

Facilities & Maintenance

Priority: 2 Maintains security of district property and facilities.

	FY 15/16	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
Total Budgeted: \$40,000	20,000									

Description: Replaces the fence and gate leading into the District's property in Pilarcitos Canyon. The fence separates District property from the public areas of the adjoining Christmas tree farm. The current fence and gate do not provide adequate security.

14-24 Denniston/San Vicente EIR & Permitting

Water Supply Development

Priority: 1 Essential to the District's efforts to secure vital local water sources.

	FY 15/16	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
Total Budgeted: \$100,000	50,000									

Description: Preparing an Environmental Impact Report (EIR) for the Denniston/San Vicente Water Supply Project is a key element of the District's efforts to secure its rights to vital local water supply sources. Given the environmental sensitivity of the Denniston and San Vicente watersheds and the number of interested parties – the State Water Resources Control Board, farmers, the National Park Service, Montara Water and Sanitary District, Peninsula Open Space Trust, California Department of Fish and Game, National Marine Fisheries Service, San Mateo County, the California Coastal Commission, and others – completing the EIR and obtaining permits for the District's projects and water diversions will require significant resources. This project provides funding for work on Denniston/San Vicente by the District's EIR consultant, water rights counsel, legal counsel, hydrology consultants, biologists, fisheries consultants, and others.

14-25 Water Shortage Plan Development

Water Supply Development

Priority: 1 Ensures the district will be able to meet customer needs, equitably recover revenue, and manage water supplies during a water shortage.

	FY 15/16	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
Total Budgeted: \$150,000	100,000									

Description: Although the District has a Drought Contingency Plan which broadly specifies actions to be taken in response to various levels of water shortage, the District does not have in place the policies, procedures, and administrative infrastructure to efficiently control water demand, ensure equitable revenue recovery, and provide increased levels of customer service during a severe water shortage. The District's utility billing software, for example, does not have the capability to bill each customer based on the customer's water allocation or to apply surcharges for use exceeding the allocation. In addition, the District needs to establish a water shortage rate structure. This project provides funding for a multi-year effort aimed at preparing the District to manage water shortages. Elements of this effort include: - Conducting a drought rate study. - Implementing a drought rate and fee schedule through the required public input and board decision-making processes. - Reviewing and obtaining public input on water allocations to classes of users. - Identifying and evaluating alternatives for modifying or replacing the District's utility billing software. - Implementing new or revised utility billing software. - Developing plans for the significant increase in billing and customer service resources that would be required during a water shortage.

14-26 Replace 2 Inch Pipe Downtown Half Moon Bay

Pipeline Projects

Priority: 3 Replaces obsolete infrastructure, improves water service, fire protection.

	FY 15/16	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
Total Budgeted: \$500,000		500,000								

Description: This project would replace approximately 2500 feet of 2 inch galvanized mains in and around downtown Half Moon Bay. These mains are old, subject to frequent leaks, and incapable of supplying required pressures and flows. Replacing them will allow the District to increase the water pressure in downtown Half Moon Bay and areas to the south.



14-27 Grandview 2 Inch Replacement

Pipeline Projects

Priority: 3 Replaces substandard infrastructure, improves water service, fire flows.

	FY 15/16	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
Total Budgeted: \$450,000			450,000							

Description: This project would replace approximately 2300 feet of 2 inch plastic mains in the Grandview Boulevard neighborhood. These mains are substandard and do not provide the required pressure and flow for fire protection.



14-28 Replace 2 Inch Hilltop Market to Spanishtown

Pipeline Projects

Priority: 3 Replaces obsolete infrastructure, improves water service, fire flows.

	FY 15/16	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
Total Budgeted: \$240,000				240,000						

Description: This project would replace approximately 1200 feet of 2 inch galvanized steel main running along Highway 92 from Hilltop Market to Spanishtown. This main is old, substandard, and incapable of providing required flow and pressure.



14-29 Replace 2 Inch GS Purisima Way

Pipeline Projects

Priority: 3 Replaces obsolete infrastructure, improves water service, fire flows.

	FY 15/16	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
Total Budgeted: \$125,000					125,000					

Description: This project would replace approximately 700 feet of 2 inch galvanized steel main along Purisima Way, north of Miramar Drive. The steel main is substandard and does not provide required flow and pressure.



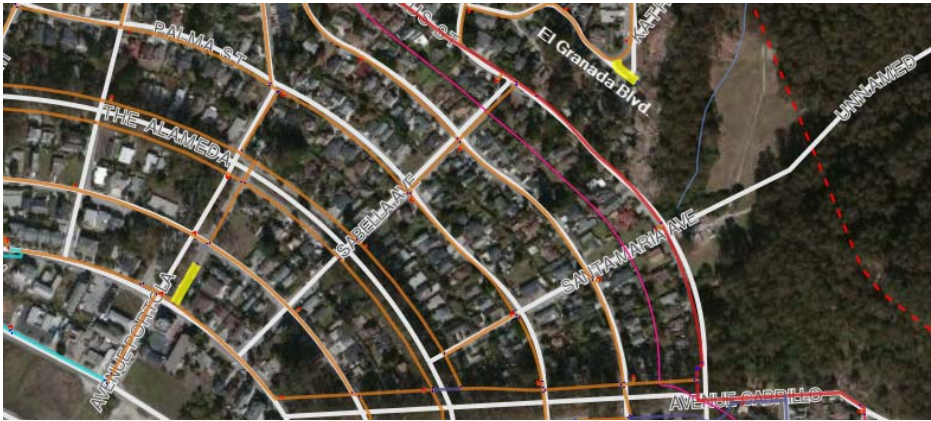
14-30 Replace Miscellaneous 2 Inch GS El Granada

Pipeline Projects

Priority: 3

	FY 15/16	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
Total Budgeted: \$60,000					60,000					

Description: This project would replace approximately 300 feet of 2 inch galvanized steel mains in El Granada that were not included under other projects.



14-31 Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus St.

Pipeline Projects

Priority: 1 Pipeline is welded steel, more than 50 years old, has had numerous leaks.

	FY 15/16	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
Total Budgeted: \$225,000				225,000						

Description: This project would replace approximately 1500 feet of 4 inch welded steel pipeline in El Granada, running along Carmel Avenue and along Ferdinand from Carmel to Columbus (partially paper street). It may be possible to abandon rather than replace the 360 foot section running in the undeveloped Ferdinand right-of-way between Vallejo and Columbus.



14-32 Casa Del Mar - Replace Cast Iron Mains

Pipeline Projects

Priority: 2 These cast iron pipelines are nearing the end of their useful life, leaks are increasing, and repairs are expensive.

	FY 15/16	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
Total Budgeted: \$2,000,000							1,000,000	1,000,000		

Description: Cast iron mains in the Casa Del Mar neighborhood (between Kehoe Avenue and Wave Avenue) were installed between 1965 and 1976. This project would replace approximately 10,700 feet of 4 inch, 6 inch, 8 inch, and 10 inch cast iron pipelines. There have been numerous leaks in this neighborhood, and leaks have caused significant pavement damage due to high pressure in the area.



14-33 Miramar Cast Iron Pipeline Replacement

Pipeline Projects

Priority: 2

	FY 15/16	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
Total Budgeted: \$2,000,000					1,000,000	1,000,000				

Description: This project would replace about 11,000 feet of 8 inch and 10 inch cast iron mains in an area of Miramar bounded approximately by Highway 1, Medio Avenue, and Washington Blvd. Most of these pipes were installed in the mid-1960's.



15-01 Utility Billing Software Upgrade

Facilities & Maintenance

Priority: 1 Capable and well supported utility billing software is essential to the District's operations.

	FY 15/16	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
Total Budgeted: \$150,000	150,000									

Description: The District's utility billing software (Springbrook) does not have the capability to handle budget-based water billing, which is required for the higher stages of our Water Shortage Contingency Plan and may become a permanent feature of the District's future billing approach. District staff has been unsuccessful in obtaining the necessary software modifications from the current vendor. In addition, poor support of the current software makes it difficult for District staff to obtain important information from the billing system. Replacing the current software package will improve software support, allow for budget-based billing as necessary under the Water Shortage Contingency Plan, provide improved access to utility billing information, and allow for better integration of web-based payments and customer online account access

15-03 District Administration/Operations Center

Facilities & Maintenance

Priority:

	FY 15/16	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
Total Budgeted: \$25,000										3,000,000

Description: Evaluation of District space needs performed in connection with the 2014 administration building remodeling project indicated that the District's current facilities are inadequate to meet the District's long-term needs. This project is included in the CIP as a placeholder in anticipation of the need to provide additional space for District operations and administration functions.

15-04 Vactor Truck/Trailer

Equipment Purchase & Replacement

Priority: 2

	FY 15/16	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
Total Budgeted: \$200,000			200,000							

Description: Due to increased regulation of potable water discharges and risks associated with excavating around existing underground utilities, many water agencies have adopted the use of vacuum equipment for excavation of leaks. This item would fund purchase of a vactor trailer or a used vactor truck.

16-01 Denniston WTP Coag Tank Motor Operated Valve

Water Treatment Plants

Priority: 3

	FY 15/16	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
Total Budgeted: \$10,000	10,000									

Description: Presently the coagulation tank is drained when the plant is shut down which prevents old water from affecting the process when the plant is started back up. In the process of draining the coag tank the contact clarifiers also drain, which causes trouble with entrained air upon startup.

16-02 Denniston WTP Filter Repairs

Water Treatment Plants

Priority: 1

	FY 15/16	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
Total Budgeted: \$110,000	110,000									

Description: Last inspection of the filter showed loss of greensand and significant corrosion where the surface wash laterals screw into the header. This will result in loss of filter cleaning and iron/manganese removal efficiency. The project includes opening the filters, removing media, installing new stainless steel surface wash headers, replacing the laterals, replacing media.

16-03 Denniston WTP Filter Flow Meter Replacement

Water Treatment Plants

Priority:

	FY 15/16	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
Total Budgeted: \$10,000	10,000									

Description: The differential pressure flowmeters give indication of gpm through the filter. SWRCB requires that the filter flows be displayed and recorded. All three DP flowmeters are presently not functional and or inaccurate.

16-04 Denniston WTP Pond Return Pump

Water Treatment Plants

Priority: 2

	FY 15/16	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
Total Budgeted: \$25,000	25,000									

Description: This project will complete the washwater handling system at Denniston WTP by adding a sump pump in the washwater holding pond that can be used when it is necessary to route pond water to locations other than the influent flow stream.

16-05 Nunes Filter Valve Repairs & Replacements

Water Treatment Plants

Priority: 1

	FY 15/16	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
Total Budgeted: \$15,000	15,000									

Description: These valves are original equipment and some have failed on all four filters. Currently the operator must climb scaffolding and support brackets to manually operate the broken Surface Wash valve on side B of Filter #3 during backwash. This is a significant safety issue.

16-06 Portable work lights

Equipment Purchase & Replacement

Priority: 1

	FY 15/16	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
Total Budgeted: \$6,000	6,000									

Description: This portable lighting will work in areas where we have emergency main repairs and the trailer-mounted lights cannot be used. They will also be used when we need multiple lights for traffic control.

16-07 Sample Station Replacement Project

Facilities & Maintenance

Priority: 3

	FY 15/16	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
Total Budgeted: \$35,000			5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000

Description: Our present sample stations are not suitably designed for use on the coast. The housing corrodes causing difficulty with opening and closing. In addition, many stations need to be raised above the ground level. This project would replace three stations per year over eight years.

16-08 New Denniston Well

Pump Stations/Tanks/Wells

Priority: 2

	FY 15/16	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
Total Budgeted: \$80,000			80,000							

Description: Due to deterioration over 40+ years of life, the Denniston wells produce a minimal quantity of water. Denniston wells 2, 3 and 4 are beyond repair. Wells on the south side of creek (3 and 4) are very low producers (<20 gpm) and have a serious iron bacteria problem. The casing in well 2 is damaged beyond repair. Subject to further evaluation of potential water availability by our hydrologists, this project would abandon the existing wells and install a new well on the site of well

16-09 Slipline 10-inch Pipeline in Magellan at Hwy 1

Pipeline Projects

Priority: 1

	FY 15/16	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
Total Budgeted: \$100,000	100,000									

Description: On the night of November 23, 2014, the 10-inch cast iron pipeline which runs down Magellan from 5th Avenue and across Highway 1 failed in the field east of Highway 1, causing the loss of more than 750,000 gallons of water and leading to a boil order in some El Granada neighborhoods. This project will prevent similar problems with this line in the future by lining it with a smaller pipe.

99-01 Meter Change Program

Facilities & Maintenance

Priority: 1 Ensures accuracy of metering for billing purposes.

	FY 15/16	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
Total Budgeted: \$150,000	10,000	10,000	10,000	10,000	20,000	20,000	20,000	20,000	20,000	

Description: This project provides on-going funding for the District's replacement of meters that have reached the end of their service life. Anticipating comprehensive replacement of smaller meters in association with AMI implementation (Project 09-07), program reduced beginning FY14/15, to be resumed FY19/20.

99-02 Vehicle Replacement

Equipment Purchase & Replacement

Priority: 2 Replaces essential District equipment.

	FY 15/16	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
Total Budgeted: \$180,000	30,000			30,000		30,000	30,000		30,000	

Description: The District generally considers vehicles – primarily pickup trucks – to have a useful life of 10 years or 100,000 miles. This project provides funding for periodic replacement of the vehicle fleet.

99-03 Computer Systems

Equipment Purchase & Replacement

Priority: 2 Maintains essential District facilities.

		FY 15/16	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
Total Budgeted:	\$50,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	

Description: Provides for ongoing replacement of computer systems on a lifecycle of 3 to 5 years.

99-04 Office Equipment/Furniture

Equipment Purchase & Replacement

Priority: 2 Maintains essential district facilities.

	FY 15/16	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
Total Budgeted: \$30,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	

Description: Provides for ongoing replacement of District office equipment and furniture.

99-05 Denniston Maintenance Dredging

Water Treatment Plants

Priority: 1 Dredging is essential to maintain storage capacity and improve the quality of water going into the Denniston Water Treatment Plant.

	FY 15/16	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
Total Budgeted: \$318,500	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000	

Description: This CIP item provides funding for annual maintenance dredging of Denniston Reservoir. The budget for FY 13/14 is higher to provide for planned reestablishment of the creek channel.

NN-00 Pipeline Replacement

Pipeline Projects

Priority: 3

	FY 15/16	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
Total Budgeted: \$1,500,000									1,500,000	1,500,000

Description: Placeholder for cost of continuing pipeline replacement.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report Date: May 8, 2015

Subject: Schedule a Public Hearing on Proposed Rate Increase and Authorize Issuance of a Notice of Public Hearing and Proposed Rate Increase

Recommendation:

Schedule a Public Hearing for Tuesday, June 30, 2015 on the proposed rate increase and authorize Staff to issue a Notice of Public Hearing for the proposed rate increase.

Background:

In order to comply with the requirements of Proposition 218, the recommended Board action would authorize issuance of a notice of a rate increase (draft attached) and schedule a public hearing for June 30, 2015. Following the public hearing, the Board can approve the budget and adopt the rate increase. If a majority of affected property owners submit written protests, the rate increase cannot be adopted.



NOTICE OF PUBLIC HEARING

PROPOSED 2015-2016 RATE INCREASES FOR WATER SERVICES

MAY 14, 2015

NOTICE IS HEREBY GIVEN that the Coastside County Water District (CCWD) Board of Directors will hold a public hearing to consider a proposed increase in the District's water rates as shown in the schedule below. If approved, the new rates will apply to meter readings on and after July 1, 2015. Under the proposed new rates, the typical residential customer using 12 units bi-monthly (Tier 2) would pay an additional \$17.04 per month.

The proposed rate increase is necessitated by an increase in wholesale water rates from the San Francisco Public Utilities Commission of 30%; a projected decrease in water sales due to state mandated reductions in water use given severe drought conditions; an increase in operating expenses including drought management expenses; and by financing costs for the District's Capital Improvement Program.

A realignment of tiers is also being proposed for residential customers based upon an updated cost of service analysis and demand management costs associated with higher water use. Below are examples of how the proposed realigned tiers and proposed increased charges will impact residential bills at various usages:

#units used	Current Bill	Proposed Bill	Additional Cost Bi-Monthly	Additional Cost Per Month
4	\$ 66.33	\$ 80.85	\$ 14.52	\$ 7.26
8	\$ 92.53	\$ 118.17	\$ 25.64	\$ 12.82
12	\$ 121.41	\$ 155.49	\$ 34.08	\$ 17.04
30	\$ 262.17	\$ 361.23	\$ 99.06	\$ 49.53

The basis for the proposed realigned tiers and the amount of the proposed increased rates is set forth in the Water Rate

Structure Update report prepared by the District's rate consultant, HF&H Consultants, LLC, which is available at the District Office. In addition, the Draft CCWD Fiscal Year 2015-2016 Operations and Maintenance Budget and Fiscal Year 15/16 to Fiscal Year 24/25 Capital Improvement Program describe the anticipated revenues and expenses in further detail. Copies are available at the District office or online at www.coastsidewater.org.

ATTEND THE PUBLIC HEARING:
Tuesday, June 30, 2015 - Meeting begins at 7:00 pm
COASTSIDE COUNTY WATER DISTRICT OFFICE
766 Main Street, Half Moon Bay, CA 94019

YOU CAN BE HEARD: Proposition 218 allows a property owner to respond to proposed rate increases prior to the close of the public hearing. If you wish to protest the proposed rate changes, CCWD must receive your **written protest** prior to the close of, or during, the public hearing on Tuesday, June 30, 2015 at 7:00 PM.

You may deliver your protest at the public hearing, or you can deliver the protest in advance by first class mail or personal delivery to: *Attention: General Manager, Coastside County Water District, 766 Main Street, Half Moon Bay, CA 94019*

Email protests will not be accepted

For your protest to be counted, please include one of the following: address(es) or Assessor Parcel Number(s) of the property(ies) you own, or the utility account number(s) for active utility accounts that are subject to the proposed rate adjustment(s). Protests are limited to one per parcel. If written protests are submitted by a majority of the affected property owners/customers, the proposed rate increases will not be imposed.

COASTSIDE COUNTY WATER DISTRICT FY 2015 – 2016 PROPOSED AMENDMENTS TO WATER RATE SCHEDULE

RESIDENTIAL & OTHER CUSTOMERS – BASE CHARGE

Meter Size	Currently Bimonthly Base Charge	Proposed Bimonthly Base Charge
5/8 inch	\$40.13	\$47.45
5/8 inch for 2 dwelling units	\$80.26	\$94.90
3/4 inch	\$60.32	\$71.32
¾ inch for 2 dwelling units	\$120.64	\$142.63
1.0 inch	\$100.54	\$118.87
1.5 inch	\$194.16	\$229.56
2.0 inch	\$321.78	\$380.44
3.0 inch	\$703.94	\$832.27
4.0 inch	\$2,413.82	\$2,853.84

RESIDENTIAL CUSTOMERS - WATER RATE QUANTITY CHARGE

Current Rate Tiers Bimonthly Use	Current Water Consumption Charge Per Unit	Proposed Realigned Rate Tiers Bimonthly Use	Proposed Water Consumption Charge Per Unit
1 1 – 8 Units	\$6.55	1 1-4 Units	\$8.35
2 9 – 25 Units	\$7.22	2 5-16 Units	\$9.33
3 26 – 40 Units	\$9.38	3 17-30 Units	\$12.03
4 41+ Units	\$11.61	4 31+ Units	\$15.94

One Unit of water equals 100 cubic feet or 748 gallons

ALL OTHER CUSTOMERS - WATER RATE QUANTITY CHARGE

Current Rate: \$ 8.93 per unit Proposed Rate: \$ 10.28 per unit

FIRE DETECTOR CHECK VALVE – BI MONTHLY SERVICE CHARGE

Current Rate: \$ 8.79 per inch Proposed Rate: \$ 10.39 per inch



www.saveourwater.com

Go to www.coastsidewater.org to sign up for the District's E-Newsletter.

Important Information from Coastside County Water District - Please Open and Read

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Half Moon Bay,
CA

Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
www.coastsidewater.org
(650) 726-4405

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 8, 2015

Subject: Cost of Service Analysis and Proposed Water Rate Changes

Recommendation:

No Board action required at this time.

Background:

As we discussed with the Board at our March 31 Budget Workshop, SFPUC's 28% wholesale rate increase, combined with expenses related to the continuing drought, have significantly increased the District's revenue requirements. At the same time, drought-related water use reductions have reduced the District's revenue. These factors will combine to push water rates significantly higher. Staff's workshop discussion with the Board focused on revenue risks and on strategies which could be used to mitigate the high rate increase, including borrowing and capital project deferrals. The Board voiced concern about the risks and the District's level of reserves and suggested that higher rate increases should be considered to ensure the District's financial stability in the face of future pressures created by the drought.

Following the March 31 Budget Workshop a rapidly developing series of external events has significantly changed the risks, regulatory factors, and Proposition 218 requirements we discussed with the Board in the Workshop, requiring District staff, working with rate consultants HF&H, to change course in our recommendations for a rate increase and change in rate structure . . .

- March 31 - Budget Workshop
- April 1 - Governor Brown issues an executive order asking for a statewide 25% reduction in potable urban water usage
- April 14 Board Meeting - Staff presents a revised budget and proposal for rate structure changes given Governor Brown's announcement. The revised proposal incorporates HF&H's preliminary recommendations and model for a rate structure change.
- April 15 - SFPUC provides notice that there would be no changes to the 10% voluntary reductions
- April 20 - SWRCB issues a proposed framework for regulations placing the District in the 8% tier for conservation. (*New regulations will be final on May 15.*)

- April 20 – San Juan Capistrano Prop 218 Appellate Court decision is handed down. Court rules that San Juan Capistrano’s tiered rates did not comply with Prop 218’s requirement that charges reflect “the cost of service attributable to” a parcel
- April 21 + -- District staff regroups with HF&H Consultants to develop a new approach in order to incorporate a cost of service analysis into our rate structure recommendations.

Cost of Service Analysis and Proposed Rates

In order to align our proposed rates with the guidance established by the April 20 San Juan Capistrano decision, staff has worked with rate consultants HF&H to develop cost-of-service-based rates which will meet the District’s Fiscal Year 2015-2016 revenue requirements. The analysis results in an overall rate increase of 24%, with base service charges increasing 18%, residential volumetric rates in realigned tiers increasing from 22% to 39%, and non-residential volumetric rates increasing 15%. HF&H Consultants’ May 8, 2015 *Water Rate Structure Update* report, attached, describes in detail the cost of service analysis, the proposed realignment of residential tiers, and the proposed rates.

Staff and HF&H will make a presentation focusing on the cost of service analysis and the proposed new rates.



COASTSIDE COUNTY WATER DISTRICT WATER RATE STRUCTURE UPDATE



May 8, 2015



HF&H Consultants, LLC

Executive Department
State of California

EXECUTIVE ORDER B-29-15

WHEREAS on January 17, 2014, I proclaimed a State of Emergency to exist throughout the State of California due to severe drought conditions; and

WHEREAS on April 25, 2014, I proclaimed a Continued State of Emergency to exist throughout the State of California due to the ongoing drought; and

WHEREAS California's water supplies continue to be severely depleted despite a limited amount of rain and snowfall this winter, with record low snowpack in the Sierra Nevada mountains, decreased water levels in most of California's reservoirs, reduced flows in the state's rivers and shrinking supplies in underground water basins; and

WHEREAS the severe drought conditions continue to present urgent challenges including: drinking water shortages in communities across the state, diminished water for agricultural production, degraded habitat for many fish and wildlife species, increased wildfire risk, and the threat of saltwater contamination to fresh water supplies in the Sacramento-San Joaquin Bay Delta; and

WHEREAS a distinct possibility exists that the current drought will stretch into a fifth straight year in 2016 and beyond; and

WHEREAS new expedited actions are needed to reduce the harmful impacts from water shortages and other impacts of the drought; and

WHEREAS the magnitude of the severe drought conditions continues to present threats beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to combat; and

WHEREAS under the provisions of section 8558(b) of the Government Code, I find that conditions of extreme peril to the safety of persons and property continue to exist in California due to water shortage and drought conditions with which local authority is unable to cope; and

WHEREAS under the provisions of section 8571 of the California Government Code, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay the mitigation of the effects of the drought.

NOW, THEREFORE, I, EDMUND G. BROWN JR., Governor of the State of California, in accordance with the authority vested in me by the Constitution and statutes of the State of California, in particular Government Code sections 8567 and 8571 of the California Government Code, do hereby issue this Executive Order, effective immediately.

Governor Brown's April 1, 2015 Executive Order declared a State of Emergency and mandates that the State Water Resources Control Board impose 25% restrictions on urban water use through February 28, 2016 compared to water use in 2013. (Page 1 shown here.)

COASTSIDE COUNTY WATER DISTRICT

766 Main Street
Half Moon Bay, CA 94019



WATER RATE STRUCTURE UPDATE

May 8, 2015

HF&H CONSULTANTS, LLC

201 North Civic Drive, Suite 230
Walnut Creek, CA 94596



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HILTON FARNKOPF & HOBSON

HF&H CONSULTANTS, LLC

Managing Tomorrow's Resources Today

201 North Civic Drive, Suite 230
Walnut Creek, California 94596
Tel: (925) 977-6950
Fax: (925) 977-6955
hfh-consultants.com

Robert D. Hilton, CMC
John W. Farnkopf, PE
Laith B. Ezzet, CMC
Richard J. Simonson, CMC
Marva M. Sheehan, CPA
Robert C. Hilton, CMC

May 8, 2015

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

Subject: Water Rate Structure Update

Dear Mr. Dickson:

HF&H is pleased to submit this water rate structure update of the Coastside County Water District's (District) FY 2015-16 rates. The report summarizes the analysis that was conducted to develop the proposed rates. A copy of the District staff's cost of service analysis is included in the appendix.

California is experiencing a severe drought that has led the District to declare a Stage II shortage. This report describes the development of proposed rate structure modifications that HF&H assisted the District to develop in response to Governor Brown's April 1, 2015 Executive Order B-29-15 (Order). The Order mandates a 25% statewide conservation reduction with individual reductions for each urban water agency. Directive 8 of the Order states that the State Water Resources Control Board (State Water Board) shall work with the California Department of Water Resources, the California Public Utilities Commission and other agencies to support urban water suppliers' actions to implement rates and pricing structures to encourage additional conservation. In the District's case, an additional 8% reduction is mandated starting June 1, 2015 through February 2016.

Furthermore, The State Water Board states that the Fourth District Court of Appeal's recent Decision in *Capistrano Taxpayers Association Inc. v. City of San Juan Capistrano* (G048969) does not foreclose the use of conservation-oriented rate structures.

This report is organized into three sections:

- **Findings and Recommendations** - A summary of the proposed rate structure modifications.
- **FY 2015-16 Revenue Requirement** - The total estimated costs that must be covered by rates.
- **Cost of Service Allocations** - The allocation of the revenue requirement to the residential and non-residential customers.
- **Rate Design** - The derivation of the base service charges and residential and non-residential volume charges, including customer bill impacts.

The District has demonstrated leadership in improving rate payer equity during a time when costs are increasing in compliance with regulatory mandates. It has been a privilege to assist the District with this step forward.

Very truly yours,

HF&H CONSULTANTS, LLC

John W. Farnkopf, P.E., Senior Vice President
Sima Mostafaei, C.M.A., Senior Associate

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ACRONYMS

Base Service	Refers to the costs that all customers pay, regardless of customer class, based on the size of the service connection
Base Volumetric	Represents the uniform costs of delivering water to all of the District's residential customers
FY	Fiscal Year
CCF or HCF	Hundred cubic feet of metered water sold; 748 gallons; a cube of water 4.6 feet on edge
EMU	Equivalent metered unit
GPD	Gallons per Day
GPCD	Gallons per Capita per Day
O&M	Operations and Maintenance
PAYGo	Pay-As-You-Go, in reference to funding capital improvements from cash rather than from borrowed sources of revenue
SFPUC	San Francisco Public Utilities Commission
SWRCB	State Water Resources Control Board

ACKNOWLEDGEMENTS

District Board

Chris Mickelsen, President
Arnie Glassberg, Vice President
Ken Coverdell, Board Director
Steve Flint, Board Director
Glenn Reynolds, Board Director

District Staff

Dave Dickson, General Manager
Mary Rogren, Assistant General Manager
Cathleen Brennan, Water Resource Analyst

HF&H Consultants

John Farnkopf, Sr. Vice President
Sima Mostafaei, Senior Associate

LIMITATIONS

This document was prepared solely for Coastside County Water District in accordance with the contract between the District and HF&H and is not intended for use by any other party for any other purpose.

In preparing this analysis, we relied on information and instructions from the District, which we consider to be accurate and reliable and did not independently verify.

Rounding differences caused by stored values in electronic format may exist.

This document addresses relevant laws, regulations, and court decisions but should not be relied upon as legal advice. Questions concerning the interpretation of legal authorities referenced in this document should be referred to a qualified attorney.

COASTSIDE COUNTY WATER DISTRICT



WATER RATE STRUCTURE UPDATE

SECTION 1. FINDINGS AND RECOMMENDATIONS

The proposed modifications were derived to account for the District's increased costs and for decreased revenue resulting from additional customer conservation. The modifications also adjust the residential tiered rate structure to generate the cost of serving the residential customer class.

1. **Severe drought conditions exist.** The State Water Resources Control Board (SWRCB) has mandated an 8% conservation standard for the District beginning June 1, 2015. The SWRCB will direct urban water suppliers to develop rate structures and other pricing mechanisms, including but not limited to surcharges, fees, and penalties, to maximize water conservation consistent with statewide water restrictions.
2. **A 24% revenue increase is needed.** The District's costs are increasing in order to implement a conservation program to comply with the Governor's Executive Order and SWRCB's Resolution 2015-0013 (adopted May 5, 2015):

The State Water Board calls upon urban water suppliers to ensure that adequate personnel and financial resources exist to implement conservation requirements for years 2015 and 2016, should an additional drought year occur. Water suppliers that are facing budget shortfalls due to reduced sales should take immediate steps to raise necessary revenues in a way that actively promotes conservation.

In addition, the unit cost of water supply from the SFPUC will increase approximately 30%. Even with reduced water purchases, the District's cost of SFPUC water will increase. With conservation, the District's revenue from water sales will also decrease. The combined effect of these factors will require an increase in rate revenue of \$1.9 million or 24%.

3. **Customer impacts vary because of cost of service adjustments.** The overall revenue increase of 24% applies differently to the District's base service charges and the residential and non-residential quantity charges because of adjustments in the cost of service derived by District staff. In general, the cost of service analysis shifted costs slightly away from the base service charges to the quantity charges and from the non-residential quantity charges to the residential quantity charges.
4. **Base service charges are projected to increase 18%.** The results of the cost of service analysis increased base service charges (which apply to all customers depending on size of service connection and regardless of customer class) by 18%. The current and proposed base service charges are shown in **Figure 1-1**.

Figure 1-1. Current and Proposed Base Service Charges

Meter Size	Current (Bimonthly)	Proposed (Bimonthly)
5/8"	\$40.13	\$47.45
5/8" for 2 dwelling units	\$80.27	\$94.90
3/4"	\$60.32	\$71.32
3/4" for 2 dwelling units	\$120.64	\$142.63
1"	\$100.54	\$118.87
1.5"	\$194.16	\$229.56
2"	\$321.78	\$380.44
3"	\$703.94	\$832.27
4"	\$2,413.82	\$2,853.84

5. **Residential quantity charge revenue is projected to increase 37%.** Residential tiered rates are designed to generate 37% more revenue, which is caused in part by the shift in the cost of service from the non-residential customers as well as the projected increased costs and reduced consumption. The current and projected quantity charges are shown in **Figure 1-2**.

Figure 1-2. Current and Proposed Residential Quantity Charges

	Current		Proposed			
	Bimonthly Use (HCF)	Quantity Charge (\$/HCF)	Bimonthly Use (HCF)	Base Volumetric (\$/HCF)	Demand Management (\$/HCF)	Quantity Charge (\$/HCF)
Residential Tier 1	1-8	\$6.55	1-4	\$8.35	\$0.00	\$8.35
Tier 2	9-25	\$7.22	5-16	\$8.35	\$0.98	\$9.33
Tier 3	26-40	\$9.38	17-30	\$8.35	\$3.68	\$12.03
Tier 4	41 or more	\$11.61	31 or more	\$8.35	\$7.60	\$15.94

6. **Increases in residential bills vary depending on the amount of water use.** The increases in customer bills with the proposed increases in base service charges and quantity charges ranges from 22% for use in Tier 1 (4 HCF) to 39% or more for use in Tier 4 (31 HCF).
7. **Non-residential quantity charge is projected to increase 15%.** This increase is less than the overall 24% revenue increase because of the shift in the cost of service away from non-residential to residential customers that was determined by the District staff's cost of service analysis. The uniform quantity rate structure

remains in place; the quantity charge increases from \$8.93 to \$10.28 per hundred cubic feet (HCF).

SECTION 2. FY 2015-16 REVENUE REQUIREMENT

Revenue Increases

The revenue requirements used for deriving the proposed rate modifications correspond to the draft budget under development by District staff for FY 2015-16. There are two noteworthy cost areas. First, the SFPUC's rates are increasing approximately 30% for FY 2015-16. The District's projected cost of SFPUC water incorporates the projected conservation reduction required of the District's customers to comply with the SWRCB's emergency regulations. Second, the demand management costs associated with administering and enforcing the District's Stage II conservation program are increasing to fulfill the higher level of customer service that must be provided.

To determine how much additional rate revenue is required, the projected revenue requirement is compared with the projected revenue from current rates. The revenue projection also reflects reduced demand by customers. The shortfall must be covered by an increase in revenue from the base service and quantity charges. This comparison is shown in **Figure 2-1**, which indicates a \$1,908,738 shortfall in projected FY 2015-16 rate revenue when compared with the FY 2015-16 revenue requirement.

Figure 2-1. Revenue Requirement Projections

<u>FY 15-16 Rate Revenue (under current rate structure)</u>		
Base Charges	\$ 1,740,189	
Quantity Charges		
Residential	2,924,376	
Non-residential	3,290,615	
Subtotal - Quantity Charges	\$ 6,214,991	
Total Current Rate Revenue		\$ 7,955,179
<u>FY 15-16 Revenue Requirement</u>		
Operating Expenses	\$ 4,366,421	
Non-operating Revenue	(1,118,795)	
Electricity	457,452	
SFPUC Water	2,871,946	
Debt Service	823,913	
Contribution to Capital	1,630,000	
Subtotal	\$ 9,030,937	
Demand Management Costs	832,980	
Total Revenue Requirement		\$ 9,863,917
Shortfall - Increased Costs	\$(1,075,758)	-14%
Shortfall - Demand Management	(832,980)	-10%
Total Revenue Shortfall	\$(1,908,738)	-24%

Rate revenue must be increased 24% in order to cover the projected shortfall because the District's reserves have diminished because of recent conservation and cannot further support rates without the projected rate increase.

The revenue requirements served as the basis for the District's cost of service analysis as described in the next section.

SECTION 3. COST OF SERVICE ALLOCATIONS

Legal Requirements

Cost of service analysis allocates the revenue requirement to customers based on proportionate measures such as the amount of capacity that is required and the level of demand. The industry practice for cost of service analysis is generally described by the American Water Works Association's rate-making Manual M-1, *Principles of Water Rates, Fees, and Charges*. This national manual provides guidance but does not prescribe a single methodology. The M1 Manual's "Overview of the Key Technical Analyses Associated With Cost-Based Rate Making" provides the following guidance:

In establishing cost-based water rates, it is important to understand that a cost-of-service methodology does not prescribe a single approach. Rather, as the First Edition of the M1 manual noted, "the (M1 Manual) is aimed at outlining the basic elements involved in water rates and suggesting alternative rules of procedure for formulating rates, thus permitting the exercise of judgment and preference to meet local conditions and requirements." [AWWA M1 Manual, *Water Rates Manual*, First Edition, 1954, p. 1.] This manual, like those before it, provides the reader with an understanding of the options that make up the generally accepted methodologies and principles used to establish cost-based rates. From the application of these options within the principles and methodologies, a utility may create cost-based rates that reflect the distinct and unique characteristics of that utility and the values of the community.¹

From its earliest days, the AWWA has recognized the need to exercise judgment in deriving reasonable rates. Reasonable rates are not arbitrary, capricious, or discriminatory. Arbitrary rates reflect choices in classifying and allocating costs for which there is no rationale. Capricious rates contain data and assumptions for which there is no factual basis. Discriminatory rates are disproportionate to the cost of providing service. The analyst may exercise judgment to ensure that rates are reasonable in each case.

California court decisions also reflect the need to exercise judgment in cost of service analysis. In affirming tiered rates during California's last major drought in 1986 through 1992, the appellate court found:

¹ *Principles of Water Rates, Fees, and Charges*. AWWA M1 Manual of Water Supply Practices, Sixth Edition, 2012, page 5.

In pursuing a constitutionally and statutorily mandated conservation program, cost allocations for services provided are to be judged by a standard of reasonableness with some flexibility permitted to account for system-wide complexity.²

The State Constitution subsequently was modified in 1996 to add Article XIID, Section 6(b)3, which requires that:

The amount of the fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.

This requirement applies to charges determined by water rates. Cost of service analysis is the analytical technique used to establish proportional fees and charges.

Subsequent court decisions regarding the cost of service and rate design reflect the challenges in rate setting related to the need to make assumptions to make up for the lack of data and for accounting practices that may not provide sufficient detail.

Apportionment is not a determination that lends itself to precise calculation. [...] That there may be other methods favored by plaintiffs does not render defendant's method unconstitutional.³

While it is clear that the District's water measurement system is not perfect, section 6 [of Article XIID] does not require perfection.⁴

In this rate update, District staff's cost of service analysis, which services as the basis for the rate design, relied on its budgeted costs as the basis for the cost allocations. Assumptions and judgment were required in allocating costs that result in reasonable rates, similar to the assumptions and judgment that most rate studies require and that are permitted within the law.

Cost Allocations

District staff allocated the revenue requirements among three categories: costs associated with the base service charge, costs associated with the base volumetric charge, and demand management costs.

² *Brydon et al. v. East Bay Municipal Utility District et al.*, 1994.

³ *Griffith v. Pajaro Valley Water Management Agency*, 2013.

⁴ *Morgan et al. v. Imperial Irrigation District*, 2014.

- **Base service costs** - Costs associated with the base service charge relate to system capacity, and encompass debt service payments and capital contributions related to pipeline, water supply development, and other infrastructure projects.
- **Base volumetric costs** - Costs associated with the base volumetric component are considered variable costs because they vary based on the total amount of water distributed to customers throughout the system. These costs comprise the annual cost of purchased water from SFPUC, the electricity used for pumping, as well as administrative and overhead operating expenses.
- **Demand volumetric costs** - Costs attributable to demand management include personnel costs dedicated to managing demand, public outreach to high-use consumers to encourage conservation, consulting efforts addressing drought and consumption related issues, and capital improvement projects earmarked for demand management.

Base volumetric and demand management costs were allocated by District staff between the Residential and Non-residential customer classes using the following allocation factors:

- **Flow** - Costs are allocated between residential versus non-residential in proportion to total metered water consumption.
- **Equivalent Meter Units (EMUs)** - Costs are allocated in proportion to meter capacity.

Figure 3-1 presents the revenue requirements by cost category, and with respect to base volumetric and demand management costs, by customer class. The District staff’s complete cost of service analysis can be found in Appendix A of this report.

Figure 3-1. Revenue Requirements by Cost Category (FY 2015-16)

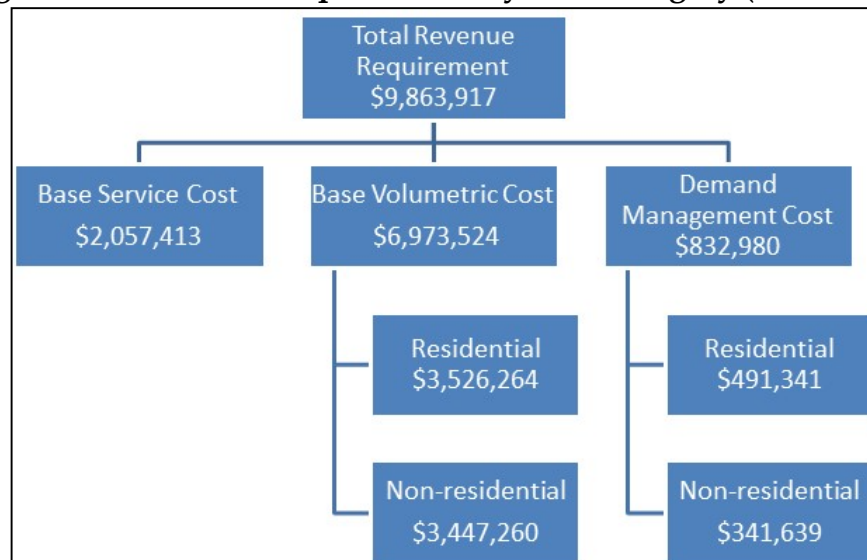


Figure 3-2 compares the revenue from current rates with the projected revenue based on the District staff’s cost of service analysis. The comparison indicates that the greatest shift occurs in the revenue generated from the non-residential quantity charge to the residential quantity charge. The analysis apportions the costs between the customer classes based on demand characteristics and volumes of water, therefore the cost allocated to each class fluctuates over time. The overall revenue increase of 24% applies differently to the District’s base service charges and the residential and non-residential quantity charges because of adjustments in the cost of service derived by District staff. Please refer to Appendix A for the District staff’s cost of service analysis.

Figure 3-2. Cost of Service Summary

	Current Revenue	Revenue Increases	Cost of Service Adjustment	Projected Revenue	Percent Change
Base Service Charges	\$ 1,740,189	\$ 235,321	\$ 81,903	\$ 2,057,413	18%
Quantity Charges					
Residential	2,924,376	886,796	206,433	4,017,605	37%
Non-residential	3,290,615	786,620	(288,336)	3,788,899	15%
Subtotal - Quantity Charge	6,214,991	1,673,416	(81,903)	7,806,504	
Total Rate Revenue	\$ 7,955,179	\$1,908,738	\$ -	\$ 9,863,917	24%

SECTION 4. RATE DESIGN

Current Rates

The District’s rate payers pay the sum of two charges for water service on a bi-monthly basis: a base service charge based on the size of the service connection plus a quantity charge based on metered water use during the billing period⁵. The current rates are summarized in **Figure 4-1**.

Figure 4-1. Current Base Service and Quantity Charges

Base Service Charge (by meter size)	Bi-monthly Charge	
5/8"	\$40.13	
5/8" for 2 dwelling units	\$80.26	
3/4"	\$60.32	
3/4" for 2 dwelling units	\$120.64	
1"	\$100.54	
1.5"	\$194.16	
2"	\$321.78	
3"	\$703.94	
4"	\$2,413.82	
Quantity Charge (\$/HCF)	Bi-monthly Use	Quantity Charge
Residential		
Tier 1	1-8	\$6.55
Tier 2	9-25	\$7.22
Tier 3	26-40	\$9.38
Tier 4	41 or more	\$11.61
Non-residential	per HCF	\$8.93

The meter charges are the same regardless of customer class. In other words, the charge for a meter of a given size is the same for all meters of that size regardless of

⁵ The District currently bills residential customers at bi-monthly intervals. The District is considering converting to monthly billing intervals. The proposed modifications can be adjusted to accommodate either time interval.

which class of customer is served. The quantity charges vary depending on the customer class. The residential quantity charges are tiered and the non-residential quantity charge is a uniform, un-tiered rate.

Residential customers pay tiered consumption charges, also referred to as “increasing block rates.” The current residential increasing block rates comprise four tiers. Residential customers pay rates for successive ranges of consumption (tier or block). The rate in each tier increases as consumption increases in proportion to the increasing cost of serving higher levels of demand, which place burdens on the capacity of the infrastructure as well as on the sources of supply. The total quantity charge is the sum of the consumption in each tier multiplied times the corresponding rate in each tier.

Proposed Rates

Base Service Charges

The current base service charges generate \$1,740,189, and need to increase by 18% in order to generate the \$2,057,413 identified by the revenue requirement and the cost of service analyses. In order to determine the bi-monthly charge by size of connection, the number of active meters are converted to equivalent meter units (EMU) as shown in **Figure 4-2**. The EMU multiplier by meter size is based on capacity and is the same multiplier used to determine the current bi-monthly base service charges. The bi-monthly service charge for one EMU of 1.00 is derived by dividing the total base service costs of \$2,057,413 by the total number of EMUs or 7,227. This quotient was then divided by six to convert from an annual charge of \$284.68 to a bi-monthly charge of \$47.45. The service charges were then graduated using the EMU multipliers, the effect of which is to increase the service charges for the larger services. Note the total FY 2015-16 revenue from base service charges in **Figure 4-2** is equal to the total base service costs presented in **Figure 3-1**.

Figure 4-2. Calculation of Proposed Bi-monthly Base Service Charges

Meter Sizes	Meter Count	EMU Multiplier	Total EMUs	Base Charge (Proposed)	FY15-16 Revenue
5/8"	5,902	1.00	5,902	\$47.45	\$1,680,296
5/8" for 2 dwelling units	15	2.00	30	\$94.90	\$8,541
3/4"	178	1.50	268	\$71.32	\$76,166
3/4" for 2 dwelling units	2	3.01	6	\$142.63	\$1,712
1"	170	2.51	426	\$118.87	\$121,247
1.5"	24	4.84	116	\$229.56	\$33,056
2"	36	8.02	289	\$380.44	\$82,174
3"	4	17.54	70	\$832.27	\$19,974
4"	2	60.14	120	\$2,853.84	\$34,246
	<u>6,333</u>		<u>7,227</u>		<u>\$2,057,413</u>

The total \$2,057,413 in projected revenue from base service charges is 21% of the total rate revenue. As an industry practice and as a guideline of the California Urban Water Conservation Council, it is desirable to cap the revenue from fixed charges like the base service charges at no more than 30%. At this level, customer bills respond to conservation sufficiently to reward efficient use and discourage inefficiency. It is noted that revenue stability is adversely affected as fixed charge revenue is reduced and more revenue is recovered from the volumetric charge; however, there is significant revenue generated by non-seasonal water use, which in combination with the revenue from fixed charges can approach the utility's fixed costs which are at least 70% to 80% of the total costs. Nonetheless, it is critical for the District to monitor its fund balance.

Residential Quantity Charges

Quantity charges are derived for the residential and non-residential customers by dividing their projected metered water use into their respective portions of the revenue requirement. **Figure 4-3** summarizes the projected consumption by fiscal year and by customer class. The quantity projections are consistent with The State Board's emergency regulations, which mandate an 8% overall cutback starting June 1, 2015.

Figure 4-3. Water Consumption by Customer Class

	FY 2013-14 Actual (HCF)	FY 2014-15 Estm Actual (HCF)	FY 2015-16 Projected (HCF)
<u>Residential</u>			
Tiered Charges	514,586	442,659	422,414
% Change		-14%	-5%
<u>Non-residential</u>			
Uniform Charge	406,790	386,364	368,610
% Change		-5%	-5%
<u>Total</u>			
District-wide Consumption	921,376	829,023	791,024
% Change		-10%	-5%

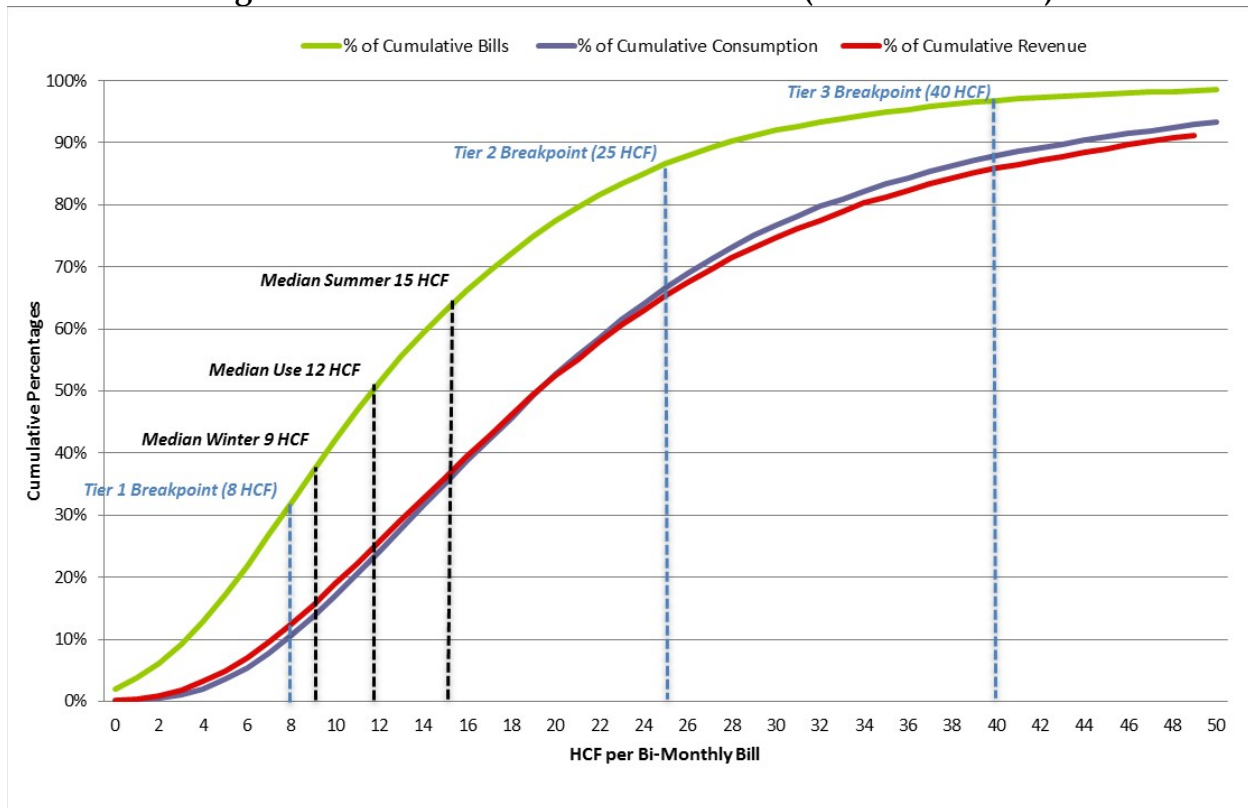
Residential Tiered Quantity Charge

Designing tiered rates involves two steps: (1) determining the “breakpoints” between tiers where the rate per tier changes and (2) determining the price or rate per tier. The quantity charge breakpoints were derived using FY 2014-14 actual customer meter readings in HCF, and subsequently factoring down the consumption to the projected FY 2015-16 consumption based on estimated cutbacks provided by District staff.

The District’s current residential tier structure contains three breakpoints that form four tiers. Using customer billing data, it is possible to identify logical breakpoints for separating one tier from the next. Statistical parameters can also be calculated to identify breakpoints, such as median winter and summer demand. Because customers are billed bi-monthly, the lowest and highest two billing periods were used for calculating the winter and summer medians, respectively. The results yielded a winter median of 9 HCF, and a summer median of 15 HCF per bi-monthly billing period.

Figure 4-4 is a bill distribution curve that cumulatively plots bills from smallest to largest based on the individual customer bills for FY 2014-14 based on the District’s customer billing data. With a bill distribution curve it is possible to determine the number of bills and associated water and revenue across the range of consumption. The median value for all bills at 50% on the y-axis indicates that half of the total bills are 12 HCF. Bills up to 20 HCF represent 50% of the water and bills up to 20 HCF represent 50% of the revenue.

Figure 4-4. Residential Bill Distribution (FY 2014-14 Data)



Median values are useful in rate design. For example, the winter median of 9 HCF means that half of the bills in the lowest bi-monthly billing period in the year were below 9 HCF and half were above. The District’s current Tier 1 breakpoint (8 HCF) is close to the winter median bill. The current breakpoints for Tiers 2 and 3 (25 and 40 HCF, respectively) are greater than the 15 HCF summer median bill, indicating that the upper tiers provide for significant additional water use, which is primarily irrigation. During a drought emergency, irrigation needs to be targeted so that rates can be set accordingly.

Upon review with District staff, it is proposed that the breakpoints should be modified to align with the District’s reduced demand. It is recommended that the current Tier 1 breakpoint of 8 HCF be reduced by half to 4 HCF (50 gallons per day [GPD]), approximately half of the winter median. This is a very low level of demand that provides little if any water for irrigation in a small household. It is District staff’s intention to set the Tier 1 breakpoint at a level that provides water for only indoor essential uses.

The current Tier 2 breakpoint of 25 HCF reflects water demands from several years ago. Since that time, water use has gradually declined as plumbing retrofits have replaced water using appliances with more efficient appliances. The public’s general awareness

of the need to avoid waste has also become stronger. In effect, times have changed under years of normal water supply such that a breakpoint of 25 HCF exceeds non-drought water needs for conserving households.

The current summer median water use of 15 HCF reflects not only long-term gradual reductions in per capita water use but conservation efforts during the drought. It is District staff’s intention to set the Tier 2 breakpoint at 16 HCF consistent with current needs, including a reasonable allocation for summer irrigation.

The current Tier 3 breakpoint is so high compared to current water use that only 3% of bills fall in this tier, which has virtually no practical effect (see **Figure 4-4**). District staff chose 30 HCF as the breakpoint, which is approximately two times the summer median, a very generous amount during times of drought.⁶

Figure 4-5 compares the current tier structure with the proposed tier structure.

Figure 4-5. Current and Proposed Residential Tier Structures (Bi-monthly)

Tier Breakpoints	Current Tier Structure	Proposed Tier Structure
Tier 1	0-8 units	0-4 units
Tier 2	9-25 units	5-16 units
Tier 3	26-40 units	17-30 units
Tier 4	Over 40 units	Over 30 units

Residential Price per Tier

The prices or rates per tier were derived to recover the cost of providing service to the residential customer class, which in total is \$4,017,604. This cost comprises two components that were calculated in the District staff’s cost of service analysis: (1) base volumetric component of \$3,526,264 and (2) demand management component of \$491,341 (refer to **Figure 2-2**). Each component was analyzed separately and combined to form the price per tier.

The base volumetric component represents the uniform costs of delivering water to all of the District’s residential customers; therefore a uniform base volumetric rate was calculated by dividing the cost allocation of \$3,526,264 by total projected residential water demand for FY 2015-16 of 422,414 HCF. **Figure 4-6** presents the revenue associated with the residential base volumetric component of \$8.35 per HCF for FY 2015-16:

⁶ We note that the recommended breakpoints do not correspond exactly with half of the winter median (4.5 HCF) for the Tier 1 breakpoint or the summer median (15 HCF) for the Tier 2 breakpoint. Instead, District staff chose values that could be evenly divided by two if the billing period were reduced from bi-monthly to monthly, which is being considered.

Figure 4-6. Total Revenue from Residential Base Volumetric Component

	FY 2015-16 Projected HCF	Base Volumetric \$/HCF	Base Volumetric Revenue
<u>Residential Breakpoints</u>			
1-4	127,674	\$8.35	\$ 1,065,808
5-16	231,115	\$8.35	1,929,322
17-30	55,671	\$8.35	464,735
31 or more	7,954	\$8.35	66,399
Total Residential	422,414		\$ 3,526,264

The demand management component of \$491,341 is allocated to higher tiers only because higher users require greater levels of outreach and management to encourage conservation. As a result, no demand management costs are assigned to Tier 1 users. District staff reviewed the line items in the demand management budget and allocated each item to Tiers 2, 3, and 4 as summarized in **Figure 4-7** using the following allocation methodologies:

- For program management costs associated with demand management, District staff allocated the cost across Tiers 2, 3, and 4 based upon projected consumption (in HCF) within each of the respective tiers;
- For public outreach and consulting costs, District staff allocated the costs across Tiers 2, 3, and 4 by allocating 20% of costs to Tier 2; 60% of costs to Tier 3 and the remainder to Tier 4, as costs in these respective categories are largely targeted toward Tier 3 users. Less than 2% of the water is in the top tier, whilst Tier 3 currently houses 13% of total demand; this is indicative of the level of conservation effort required to further cut back customer bills from Tier 3 to lower tiers. Previous conservation efforts have been effective in reducing most customer use from Tier 4 to lower tiers.

Figure 4-7. Calculation of Residential Demand Management Component

Residential Breakpoints	Demand Management Costs	Projected HCF	Demand Management \$/HCF
1-4	\$ -	127,674	\$0.00
5-16	226,053	231,115	\$0.98
17-30	204,868	55,671	\$3.68
31 or more	60,420	7,954	\$7.60
Total Residential	\$491,341	422,414	

Figure 4-8 summarizes the revenue generated by the base volumetric and demand management components for the residential customer class; the sum of the base volumetric and demand management component by tier comprise the quantity charge.

Figure 4-8. Total Revenue from Residential Quantity Charge

	FY 2015-16 Projected HCF a	Base Volumetric \$/HCF b	Demand Management \$/HCF c	Quantity Charge \$/HCF b+c	Base Volumetric Revenue a*b	Demand Management Revenue a*c	Quantity Charge Revenue a*(b+c)
1-4	127,674	\$8.35	\$0.00	\$8.35	\$ 1,065,808	\$ -	\$ 1,065,808
5-16	231,115	\$8.35	\$0.98	\$9.33	1,929,322	226,052	2,155,374
17-30	55,671	\$8.35	\$3.68	\$12.03	464,735	204,868	669,603
31 or more	7,954	\$8.35	\$7.60	\$15.94	66,399	60,420	126,819
Total Residential	422,414				\$ 3,526,264	\$ 491,340	\$ 4,017,604

Residential Tier Structure

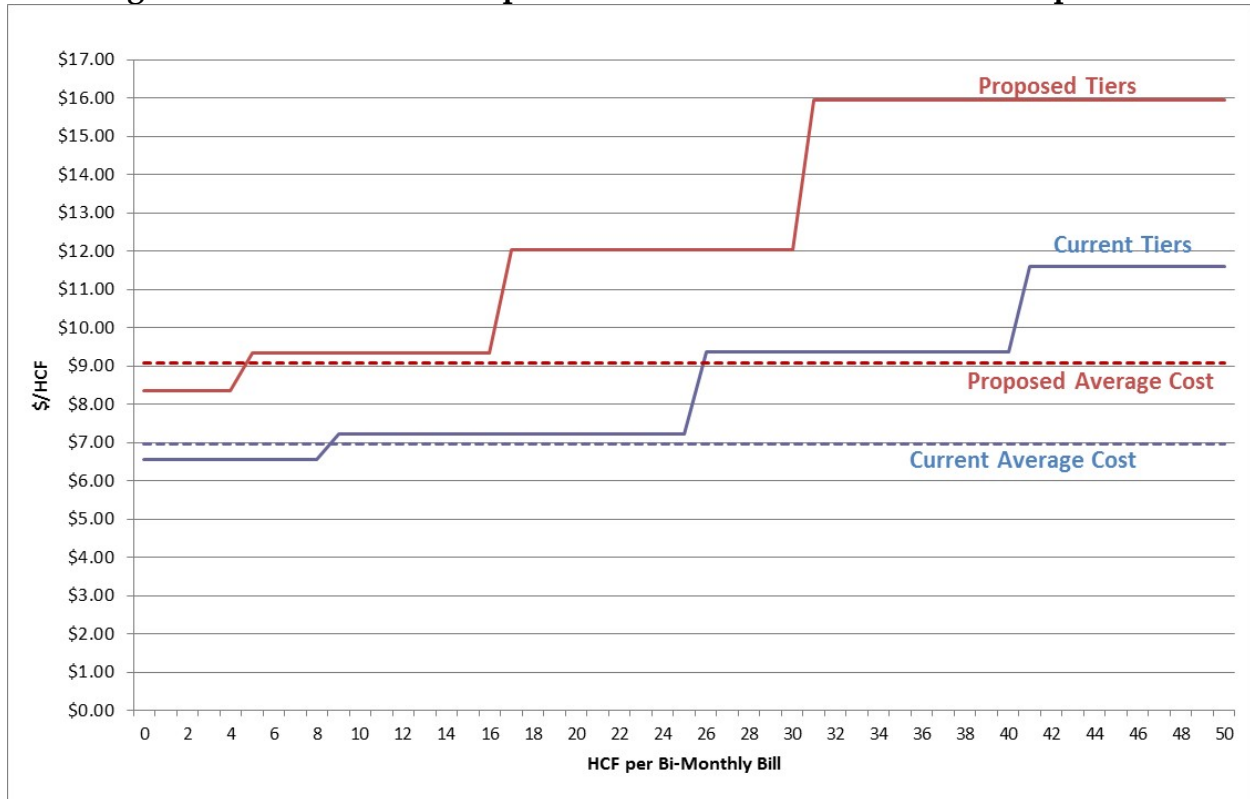
The proposed tier structure is compared with the current tier structure in Figure 4-9. In general, the proposed breakpoints are less and the prices are higher. With smaller tiers, demand is charged a higher rate sooner. The rates themselves are also higher, which compounds the price signal to customers.

Figure 4-9 also shows the average cost for the current and proposed rate structures. The average cost is simply the total volumetric revenue requirement divided by the total demand and in effect represents that uniform rate for an un-tiered structure.⁷ Comparing the tiered rates with the average cost indicates the slight reduction in cost

⁷ The average cost or uniform rate could be charged by the District instead of its tiered rates. Uniform rates are another acceptable rate structure. However, uniform rates are less precise in representing the cost of serving customers across a wide range of consumption. Analysis indicates that the unit cost of serving low demands is less than the unit cost of serving high demands. For that reason, the District employs tiered rates.

that demand in Tier 1 receives and the successive increases in cost that occur in Tiers 2, 3, and 4, which reflects the proportionate cost of serving above-average demands.

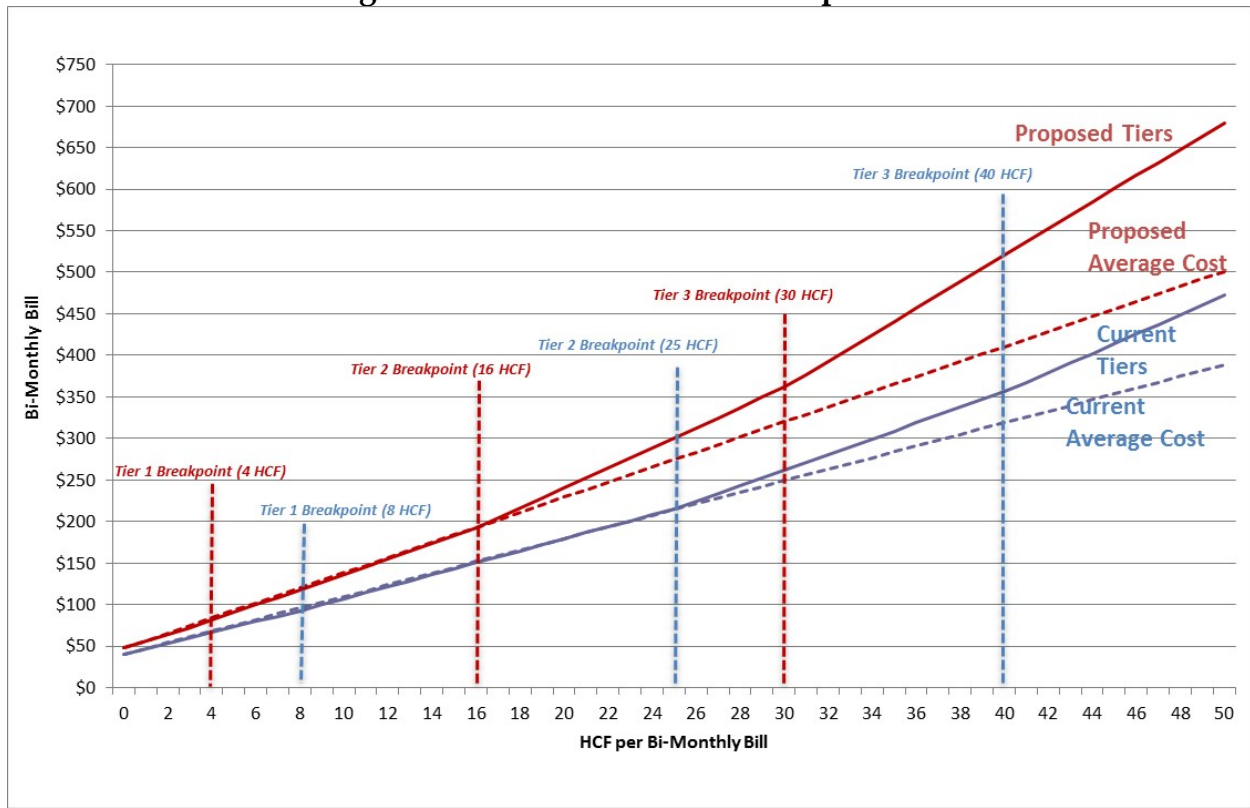
Figure 4-9. Current and Proposed Residential Tier Structure Comparison



Residential Bill Comparison

Figure 4-10 compares the residential customer bills for the current and proposed rates across a range of consumption. The bills include both the base service charges and the quantity charges. Comparing the bills under the tiered structures with the average cost “bills” shows the influence of the tier structure that reflects the higher unit cost of serving higher demands.

Figure 4-10. Residential Bill Comparison



Under both the current and proposed structures, it is noteworthy that customer bills fairly closely track the average cost passing through Tier 2 into Tier 3. Until then, when the prices per tier are below or slightly above the average cost, there is very little difference. In Tier 3, however, the rate is significant above the average cost, leading to bills that become increasing greater compared to the average cost. The values plotted in **Figure 4-10** are also shown in tabular format in **Figure 4-11**.

Figure 4-11. Residential Current and Proposed Bill Comparison

Bimonthly (HCF)	Current Bills	Proposed Bills	Change (\$)	Change (%)
0	\$40.13	\$47.45	\$7.32	18%
1	\$46.68	\$55.80	\$9.12	20%
2	\$53.23	\$64.15	\$10.92	21%
3	\$59.78	\$72.50	\$12.72	21%
4	\$66.33	\$80.85	\$14.52	22%
5	\$72.88	\$90.18	\$17.30	24%
6	\$79.44	\$99.51	\$20.07	25%
7	\$85.99	\$108.84	\$22.85	27%
8	\$92.54	\$118.17	\$25.63	28%
9	\$99.75	\$127.50	\$27.75	28%
10	\$106.97	\$136.83	\$29.86	28%
11	\$114.18	\$146.16	\$31.98	28%
12	\$121.40	\$155.49	\$34.09	28%
13	\$128.62	\$164.82	\$36.20	28%
14	\$135.83	\$174.15	\$38.32	28%
15	\$143.05	\$183.48	\$40.43	28%
16	\$150.26	\$192.81	\$42.55	28%
17	\$157.48	\$204.84	\$47.36	30%
18	\$164.70	\$216.87	\$52.17	32%
19	\$171.91	\$228.90	\$56.99	33%
20	\$179.13	\$240.93	\$61.80	35%
21	\$186.34	\$252.96	\$66.62	36%
22	\$193.56	\$264.99	\$71.43	37%
23	\$200.77	\$277.02	\$76.25	38%
24	\$207.99	\$289.05	\$81.06	39%
25	\$215.21	\$301.08	\$85.87	40%
26	\$224.59	\$313.11	\$88.52	39%
27	\$233.98	\$325.14	\$91.16	39%
28	\$243.36	\$337.17	\$93.81	39%
29	\$252.75	\$349.20	\$96.45	38%
30	\$262.13	\$361.23	\$99.10	38%
31	\$271.52	\$377.17	\$105.65	39%
32	\$280.90	\$393.11	\$112.21	40%
33	\$290.29	\$409.05	\$118.76	41%
34	\$299.67	\$424.99	\$125.32	42%
35	\$309.05	\$440.93	\$131.88	43%
36	\$318.44	\$456.87	\$138.43	43%
37	\$327.82	\$472.81	\$144.99	44%
38	\$337.21	\$488.75	\$151.54	45%
39	\$346.59	\$504.69	\$158.10	46%
40	\$355.98	\$520.63	\$164.65	46%

Non-Residential Uniform Quantity Charges

The current non-residential quantity charge is a uniform rate structure. Tiered rate structures for non-residential customers are complex because non-residential customers are not as homogeneous as the residential customer class. Hence, uniform rate structures are more common for non-residential customers.

The uniform rate was calculated to generate the cost of service for non-residential customers, which also has a base volumetric and demand management component based on the District staff's cost of service analysis (summarized in **Figure 2-3**). The uniform rate of \$10.28 per HCF was calculated by dividing the total cost allocation of \$3,788,899 by total projected non-residential water demand for FY 2015-16 of 368,610 HCF. This rate includes the base volumetric and demand management components, which did not need to be treated as components in the calculation because the rate structure is not tiered. In effect, the cost of service, including the demand management component costs, is distributed evenly across the range of consumption.

APPENDIX A: COST OF SERVICE ANALYSIS

Coastside County Water District
 Cost of Service Analysis - Recap

Summary	Base	Volumetric	Total	Current Revenue	% Change
Non-Residential	\$ 390,930	\$ 3,788,899	\$ 4,179,829	\$ 3,621,251	15%
Residential	\$ 1,666,483	\$ 4,017,605	\$ 5,684,088	\$ 4,333,929	31%
Total Revenue	\$ 2,057,413	\$ 7,806,504	\$ 9,863,916	\$ 7,955,180	24%
Revenue Requirement (based on costs)			\$ 9,863,916		

Residential

	COS Allocation	Historical allocation **
Base Charge	\$ 1,661,702	\$ 1,747,756
Volumetric	\$ 4,017,605	\$ 3,626,040
	\$ 5,679,306	\$ 5,373,796

Non Residential

	COS Allocation	Historical allocation **
Base Charge	\$ 395,711	\$ 409,968
Volumetric	\$ 3,788,899	\$ 4,080,153
	\$ 4,184,610	\$ 4,490,121

Total

	COS Allocation	Historical allocation **	Variance
Base Charge	\$ 2,057,413	\$ 2,157,723	\$ (100,311)
Volumetric	\$ 7,806,504	\$ 7,706,193	\$ 100,311
	\$ 9,863,916	\$ 9,863,916	

Analysis shows what costs should proportionately be allocated to Non-Residential vs. Residential based upon an updated cost of service analysis

**Note: Historical allocation assumes keeping the same proportion of residential vs. non-residential and applying same % increase across base and tiers.

Recap - Residential Quantity Charge

	Rev Req't	HCF	\$/HCF		
Residential Base Volumetric Calculation	\$ 3,526,264	422,414	\$ 8.35		
Breakpoints	4	16	30	30+	Total
HCF per tier	127,674	231,115	55,671	7,954	422,414
\$/HCF					
Base Volumetric	\$ 8.35	\$ 8.35	\$ 8.35	\$ 8.35	
Demand Mgmt	\$ 0.98	\$ 3.68	\$ 7.60		
Quantity Charge	\$ 8.35	\$ 9.33	\$ 12.03	\$ 15.94	
Revenue:					
Base Volumetric	\$ 1,065,808	\$ 1,929,322	\$ 464,735	\$ 66,399	\$ 3,526,264
Demand Mgmt	\$ 226,052	\$ 204,868	\$ 60,420	\$ 491,340	
Quantity Charge	\$ 1,065,808	\$ 2,155,374	\$ 669,603	\$ 126,819	\$ 4,017,605
Recap - Residential - Base Service Charges					
Current Base Revenue					\$ 1,409,553
					18%
Proposed Base Revenue					\$ 1,666,483

Recap - Non Residential -Quantity Charge

Budgeted hcf	Current/hcf	Proposed/hcf	% Increase	Total
368,610	\$ 8.93	\$ 10.28	15%	\$ 3,788,899
Recap - Non-residential - Base Service Charges				
Current Base Revenue				\$ 330,636
				18%
Proposed Base Revenue				\$ 390,930

Residential Sample Bi-Monthly Bills

	Base	3 hcf	5 hcf	8 hcf	16 hcf	30 hcf	40 hcf
Current Rates	\$ 40.13	\$ 59.78	\$ 72.88	\$ 92.53	\$ 150.29	\$ 262.17	\$ 355.97
Proposed Rates	\$ 47.45	\$ 72.50	\$ 90.17	\$ 118.15	\$ 192.76	\$ 361.15	\$ 520.59
% change from current rates	18.3%	21.3%	23.7%	27.7%	28.3%	37.8%	46.2%
\$ change from current rates	\$ 7.32	\$ 12.72	\$ 17.29	\$ 25.62	\$ 42.47	\$ 98.98	\$ 164.62



HF&H Consultants, LLC
201 N. Civic Drive, Suite 230
Walnut Creek, CA 94596

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Cathleen Brennan, Water Resources Analyst via
David Dickson, General Manager

Agenda: May 12, 2015

Report Date: May 8, 2015

Subject: Governor's Executive Order and State Water Resources Control Board
Emergency Regulations Pertaining to the Drought

Background

Since the last regular Board of Directors meeting in April, the State Water Resources Control Board (SWRCB) adopted new and expanded emergency drought regulations that incorporate the Governor's Executive Order (B-29-15) calling for a 25 percent statewide reduction in water use from June 2015 through February 2016 (270 days). The Governor and the SWRCB have made it clear that they are disappointed that voluntary requests to save 20 percent statewide failed. These new regulations are in response to that failure and the severity of the current drought.

The San Francisco Public Utilities Commission (SFPUC) informed their wholesale customers that they will continue with the 10 percent voluntary reduction in water purchases. Permanent water savings over the last decade have resulted in less demand. Without giving individual allocations to wholesale agencies, the SFPUC's goal is to not exceed an annual average system-wide demand of 209 MGD.

Staff originally planned to present a revised ordinance in May, but due to changes the SWRCB made on May 5th, staff decided to delay presenting a revised ordinance until June.

Extended and Expanded Emergency Drought Regulations - May 5, 2015

These extended and expanded regulations that the SWRCB adopted on May 5th have been sent to the Office of Administrative Law (OAL) for approval. The OAL has ten days to finish their review process. These regulations are expected to be approved by May 15th.

To achieve the statewide 25 percent reduction in water use, while recognizing actual per capita water usage, the SWRCB created tiers based on summer (July through September) 2014 residential (R-GPCD) water usage. Coastside County Water District is in Tier 2 at an 8 percent conservation standard with an R-GPCD of 62 gallons. The District must achieve an 8 percent water savings in water produced each month from June 2015 through February 2016 compared to those same months in calendar year 2013.

Under the regulations, water agencies must report monthly the following:

- *Monthly production.*
- *Water waste enforcement.*
- *Current population for their service area.*
- *Number of days that outdoor irrigation is allowed.*
- *Customers notified about leaks that are within the customer's control.*
- *Commercial, industrial, and institutional sector water use.*
- *Percentage of water produced that is used for the residential sector.*
- *Estimated gallons of water per person per day (R-GPCD) used by residential customers.*

Below is a summary list of water use restrictions and prohibitions for end users:

- *Outdoor irrigation during and 48 hours following measurable precipitation is prohibited.*
- *Irrigation with potable water of ornamental turf on public street medians is prohibited.*
- *The irrigation with potable water of landscapes outside of newly constructed homes and buildings in a manner inconsistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development is prohibited.*
- *The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures is prohibited.*
- *The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use, is prohibited.*
- *The application of potable water to driveways and sidewalks is prohibited.*
- *The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system, is prohibited.*
- *Restaurants and other food service establishments can only serve water to customers on request.*
- *Hotels and motels must provide guests with the option of not having towels and linens laundered daily.*

Private Water Sources

The SWRCB attempted to clarify their water conservation goals for commercial entities that either exclusively use their own private water source or have a private water source in addition to a public water source:

All commercial, industrial and institutional properties that use a water supply, any portion of which is from a source other than a water supplier, shall either:

1. *Limit outdoor irrigation of ornamental landscapes or turf to no more than two days per week; or*
2. *Reduce potable water usage supplied by sources other than a water supplier by 25 percent for the months of June 2015 through February 2016 as compared to the amount used from those sources for the same months in 2013.*

Since the District's service area has properties with private water supplies, we will have to educate our customers on the state's requirements.

Irrigation Limitations

The SWRCB has encouraged water agencies to limit the days irrigation is allowed with potable water for turf and ornamental landscapes. This impacts residential properties and non-residential properties.

The SWRCB expects that water agencies will reach their water conservation goals by limiting outdoor water use and that most of the water savings will occur in the summer months when there is high outdoor water demand. Water agencies may have to save more water than the percentage listed in their conservation tier during the summer to make up for demand hardening during the winter months.

There has been some consideration of trying to be consistent in the Peninsula and South Bay regions by adopting similar two-days per week irrigation schedules. Staff will propose the following irrigation schedule for incorporation into the District's ordinance:

No person shall use or caused to be used any water for ornamental landscape or turf irrigation on Sunday and Saturday. Irrigation of ornamental landscape or turf is allowed on the following days:

- 1. Odd Addresses: Monday and Thursday*
- 2. Even Addresses: Tuesday and Friday*
- 3. No Addresses: Monday and Thursday*
- 4. Addresses used to determine irrigation days are as they appear under service address in the utility billing database under account information.*

Agriculture

The intent of the SWRCB regulations is to address urban water usage. However, a commercial (Gov't Code section 51201, subdivision (b)) agricultural customer served by an urban water supplier must be included in the urban water supplier's water savings and production data. To remove agriculture from an urban water supplier's production data, there are criteria that the urban water supplier and agricultural customer must meet. The District is evaluating those criteria and the ability to comply.

Next Steps

At the regularly scheduled board meeting in June, staff will discuss District demand management goals and present a revised water savings ordinance.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: May 12, 2015

Report
Date: May 6, 2015

Monthly Highlights

Production

Denniston WTP ran the entire 30 days in April, contributing 32% of our total production.

Hydrant Incident

Improper hydrant procedures on the part of Cal Fire resulted in the loss of over 100,000 gallons of water.

Source of Supply

Crystal Springs, Pilarcitos and Denniston Reservoirs as well as Denniston Wells were the source of supply in April, supplying 49.1 million gallons of water (MG). The Denniston System contributed 15.7 MG (32%). The Crystal Springs source was only used to supply Skylawn Cemetery. Denniston Water Treatment Plant (WTP) ran for 30 days in April.

System Improvements

Spanishtown Meter Bank

Crews spent time replumbing the service to 4 meters in Spanishtown, mitigating corrosion and leakage issues with the old galvanized pipe as well as improving reliability to this customer.

Other Activities Update:

Tank Cleaning and Inspection

Best Management Practices (BMPs) for storage tanks call for cleaning and inspection every 5 years. Contract divers cleaned and inspected Half Moon Bay Tanks 2 and 3 as well as Denniston Tank in April as per our tank cleaning schedule.

Water Audit

Staff has contracted a firm called Water Systems Operation (WSO) to conduct a water audit for our system as part of our 2015 Urban Water Management Plan. They have conducted a thorough inspection of our treatment and water conveyance facilities and have produced the first of a series of draft technical memos with recommendations to more accurately account for water usage and loss. Their

recommendations included an annual calibration of raw water meters at the treatment plants (already established practice that was completed for 2015 in April), effluent meters at the treatment plants (on order), and routine testing of random water meters in our system (program in development). Also as part of this program, crews have installed AMRs on high usage meters in our service area with the intent to move these to monthly reads as well as to enable us to profile these meters as to hourly usage if needed. Part of the audit involved establishing average pressure throughout the system. The field crew installed a dozen pressure loggers at 24 sites within the district for 3 or 4 days at each site for this purpose.

Fire Hydrant Incident

On 25 April Cal Fire testing of a fire hydrant on the 100 block of Main Street resulted in the release of over 100,000 gallons of water. The fire department reported this to the Half Moon Bay Review as a fire hydrant failure. In actuality, it was an operator error. The fireman was checking hydrants and was inexperienced in its operation and actually removed the valve from the body of the hydrant. Pressure in this area is over 100 psi, resulting in high flow from the hydrant until CCWD personnel shut it off. On Monday, 27 April, Treatment Superintendent Sean Donovan gave a quick tutorial on proper hydrant operation to the duty crew at the HMB Fire Station. We will work with fire department staff on procedures to safely operate our fire hydrants.

Regulatory Agency Interaction

California Water Resources Control Board (CWRCB)

Operational Evaluation Level Exceeded

On 13 April, we received a letter from CWRCB informing us that we have exceeded the Operational Evaluation Level (OEL) for Total Trihalomethanes (TTHMs) at two sample locations in the Denniston WTP service area. The OEL is a pre-emptive warning algorithm that looks at past and recent trends in TTHM levels at each sample location and alerts the operator that a violation of the maximum contaminant level (MCL) for that particular contaminant may occur if actions are not taken to mitigate the trend. The problem arose when we attempted a small amount of prechlorine at the Denniston WTP to improve filter performance. We have turned off the prechlorine and fully expect the TTHM level at the sample sites to drop to their normal levels. We have until mid-July to respond to the letter.

Hazen's Tank Review

We received a few comments back from CWRCB concerning their recent review of the 90% drawings for the Hazen's Tank Replacement Project. Their review was favorable and only had a few simple questions that were promptly answered.

Safety/Training/Inspections/Meetings

Meetings Attended

14 April - O&M Staff Meeting

15 April to 1 May - vacation leave

Tailgate safety sessions in April

6 April - C-O Could Spell D-E-A-T-H

13 April - Radon Awareness

CINTAS Safety Committee and Training

Treatment Supervisor Sean Donovan attended the safety committee meeting on 8 April. Topics of discussion included signage of all confined spaces at all facilities at the three participating agencies.

The monthly safety training was on Outdoor Environmental Hazards and Personal Protective Equipment. Davis, Patterson, Donovan, Schmidt, Jahns, Winch, Whelen and Damrosch were in attendance.

Training

Treatment/Distribution Operator Ray Winch has been training at the treatment plants.

Treatment/Distribution Operator Logan Duffy was being trained as pipeline construction inspector during the Avenue Cabrillo Project Phase 3a.

Projects

Denniston Booster Station and Treated Water Pipeline Project

Crews conducted a pressure and flow test in April for design engineers Kennedy/Jenks to facilitate design of the booster pump facility and pipeline configuration through Clipper Ridge.

Hazen's Tank Replacement Project

We continue to work with SRT Consulting to mete out the details of the design.

Miramar Pipeline Project

The contractor hit a mismarked gas line in April, delaying the project by a day while PG&E made the proper repairs. This project was completed in April.

Accounts Payable

Checks by Date - Summary by Check Number

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Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21285	ASS01	HEALTH BENEFITS ACWA-JPIA/CB&T	04/10/2015	0.00	23,890.69
21286	ALI01	ALIFANO TECHNOLOGIES LLC	04/10/2015	0.00	375.00
21287	ALL04	ALLIED WASTE SERVICES #925	04/10/2015	0.00	353.95
21288	ASS08	ASSOC. CALIF. WATER AGENCY	04/10/2015	0.00	11,345.00
21289	ATT02	AT&T	04/10/2015	0.00	2,211.13
21290	ATT03	AT&T LONG DISTANCE	04/10/2015	0.00	113.07
21291	COM02	COMCAST	04/10/2015	0.00	184.26
21292	GUI01	JOE GUISTINO	04/10/2015	0.00	130.00
21293	HAS01	HASSETT HARDWARE	04/10/2015	0.00	616.85
21294	MAS01	MASS MUTUAL FINANCIAL GROUP	04/10/2015	0.00	1,960.65
21295	UB*01330	KEITH & CARIN MC VICKER	04/10/2015	0.00	900.00
21296	PAC01	PACIFIC GAS & ELECTRIC CO.	04/10/2015	0.00	22,700.51
21297	PUB01	PUB. EMP. RETIRE SYSTEM	04/10/2015	0.00	22,017.82
21298	RIC02	RICOH USA INC	04/10/2015	0.00	506.54
21299	SAN20	SAN FRANCISCO FIRE CREDIT UNION	04/10/2015	0.00	300.00
21300	STA03	STATE WATER RESOURCES CONTROL	04/10/2015	0.00	90.00
21301	TEA01	TEAMWRKX CONSTRUCTION, INC.	04/10/2015	0.00	19,567.09
21302	VAL01	VALIC	04/10/2015	0.00	1,945.00
21303	ICM01	VANTAGEPOINT TRANSFER AGENTS	04/10/2015	0.00	40.00
21304	WIN01	RAYMOND WINCH	04/10/2015	0.00	100.00
21305	COU05	RECORDER'S OFFICE	04/10/2015	0.00	24.00
21306	ADP01	ADP, INC.	04/27/2015	0.00	581.90
21307	ADV02	FRANK YAMELLO	04/27/2015	0.00	235.00
21308	AME09	AMERICAN WATER WORKS ASSOC.	04/27/2015	0.00	1,876.00
21309	AND01	ANDREINI BROS. INC.	04/27/2015	0.00	26,064.60
21310	AZT01	AZTEC GARDENS, INC.	04/27/2015	0.00	190.00
21311	BAL04	BALANCE HYDROLOGICS, INC	04/27/2015	0.00	2,550.00
21312	BAR01	BARTKIEWICZ, KRONICK & SHANAH	04/27/2015	0.00	484.20
21313	BAY01	BAY AREA AIR QUALITY MGMT DIST	04/27/2015	0.00	570.00
21314	BAY05	BAY AREA WATER SUPPLY &	04/27/2015	0.00	5,850.86
21315	BAY10	BAY ALARM COMPANY	04/27/2015	0.00	532.98
21316	BEN02	BEN MEADOWS COMPANY	04/27/2015	0.00	430.75
21317	BIG02	BIG ED'S CRANE SERVICE, INC	04/27/2015	0.00	1,090.00
21318	CAL08	CALCON SYSTEMS, INC.	04/27/2015	0.00	3,459.07
21319	CAL11	CALIFORNIA C.A.D. SOLUTIONS, INC	04/27/2015	0.00	3,300.00
21320	CAR02	CAROLYN STANFIELD	04/27/2015	0.00	600.00
21321	CAR08	REGISTER TAPES UNLIMITED, INC.	04/27/2015	0.00	450.00
21322	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	04/27/2015	0.00	1,612.55
21323	CHE04	CHEMTRADE CHEMICALS US LLC	04/27/2015	0.00	2,283.16
21324	CIN01	CINTAS FIRST AID & SAFETY	04/27/2015	0.00	286.71
21325	COA19	COASTSIDE COUNTY WATER DIST.	04/27/2015	0.00	61.44
21326	CUL01	CULLIGAN SANTA CLARA, CA	04/27/2015	0.00	162.20
21327	CUR01	CURLEY & RED'S INC. BODY SHOP	04/27/2015	0.00	120.00
21328	DAT01	DATAPROSE, LLC	04/27/2015	0.00	3,426.15
21329	DEL07	DEL GAVIO GROUP	04/27/2015	0.00	3,303.53
21330	DUN02	MAE DUNN	04/27/2015	0.00	50.00
21331	EKI01	EKI INC.	04/27/2015	0.00	15,665.92

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21332	FIR06	FIRST NATIONAL BANK	04/27/2015	0.00	1,242.68
21333	FIS02	RAYMOND L. FISHER	04/27/2015	0.00	95.00
21334	HAC01	HACH CO., INC.	04/27/2015	0.00	9,260.08
21335	HAL01	HMB BLDG. & GARDEN INC.	04/27/2015	0.00	227.56
21336	HAL04	HALF MOON BAY REVIEW	04/27/2015	0.00	1,034.00
21337	HAL24	H.M.B.AUTO PARTS	04/27/2015	0.00	81.18
21338	HAN01	HANSONBRIDGETT. LLP	04/27/2015	0.00	3,990.00
21339	HFH01	HF&H CONSULTANTS, LLC	04/27/2015	0.00	12,856.25
21340	HYD01	HYDROSCIENCE ENGINEERS, INC.	04/27/2015	0.00	4,393.10
21341	ICM01	VANTAGEPOINT TRANSFER AGENTS	04/27/2015	0.00	40.00
21342	IRO01	IRON MOUNTAIN	04/27/2015	0.00	406.30
21343	IRV01	IRVINE CONSULTING SERVICES, INC.	04/27/2015	0.00	4,093.75
21344	KAI01	KAISER FOUNDATION HEALTH PLAN	04/27/2015	0.00	12,886.00
21345	KEN04	KENMARK CONSTRUCTION, INC.	04/27/2015	0.00	706.38
21346	KOF01	KANEKO AND KRAMMER CORP	04/27/2015	0.00	93.35
21347	LOM01	GLENNA LOMBARDI	04/27/2015	0.00	106.00
21348	MAS01	MASS MUTUAL FINANCIAL GROUP	04/27/2015	0.00	1,960.65
21349	MET06	METLIFE GROUP BENEFITS	04/27/2015	0.00	1,551.45
21350	MIS01	MISSION UNIFORM SERVICES INC.	04/27/2015	0.00	235.20
21351	MOB01	MOBILE MODULAR MGMT CORP	04/27/2015	0.00	4,858.62
21352	NAL 03	NALCO COMPANY	04/27/2015	0.00	1,510.32
21353	NOR03	NORTH AMERICAN FENCE & RAILINC	04/27/2015	0.00	5,790.00
21354	OFF01	OFFICE DEPOT	04/27/2015	0.00	733.45
21355	OFF02	OFFICIAL PAYMENTS CORPORATION	04/27/2015	0.00	150.00
21356	ONT01	ONTRAC	04/27/2015	0.00	440.32
21357	PAC06	PACIFICA COMMUNITY TV	04/27/2015	0.00	500.00
21358	PIT01	PITNEY BOWES, INC.	04/27/2015	0.00	212.16
21359	PIT04	PITNEY BOWES	04/27/2015	0.00	198.00
21360	PUB01	PUB. EMP. RETIRE SYSTEM	04/27/2015	0.00	22,052.57
21361	REY01	GLENN REYNOLDS	04/27/2015	0.00	406.10
21362	RIC01	RICOH USA, INC.	04/27/2015	0.00	677.97
21363	RIC02	RICOH USA INC	04/27/2015	0.00	506.54
21364	ROB01	ROBERTS & BRUNE CO.	04/27/2015	0.00	36,669.45
21365	ROG01	ROGUE WEB WORKS, LLC	04/27/2015	0.00	308.75
21366	SAN03	SAN FRANCISCO WATER DEPT.	04/27/2015	0.00	130,379.80
21367	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	04/27/2015	0.00	1,260.00
21368	SAN20	SAN FRANCISCO FIRE CREDIT UNION	04/27/2015	0.00	300.00
21369	SER03	SERVICE PRESS	04/27/2015	0.00	1,112.89
21370	SEW01	SEWER AUTH. MID- COASTSIDE	04/27/2015	0.00	570.00
21371	SMI01	EVY SMITH	04/27/2015	0.00	50.00
21372	SRT01	SRT CONSULTANTS	04/27/2015	0.00	2,141.00
21373	STA03	STATE WATER RESOURCES CONTRO	04/27/2015	0.00	110.00
21374	STA11	STATE WATER RESOURCES CONTL B	04/27/2015	0.00	4,243.20
21375	STR02	STRAWFLOWER ELECTRONICS	04/27/2015	0.00	21.85
21376	TEA02	TEAMSTERS LOCAL UNION #856	04/27/2015	0.00	903.00
21377	TEL02	US TELEPACIFIC CORPORATION	04/27/2015	0.00	4,768.58
21378	TET01	JAMES TETER	04/27/2015	0.00	1,494.00
21379	UB*01331	ROCHELLE MILANES	04/27/2015	0.00	336.39
21380	UB*01332	KIMBERLY EGAN	04/27/2015	0.00	40.50
21381	UB*01333	KATHRYN RIGGS	04/27/2015	0.00	72.88
21382	UB*01334	KAT GRASSE	04/27/2015	0.00	35.28
21383	UB*01335	CARNOUSTIE LLC ATTN:DUKE LEGG	04/27/2015	0.00	99.62
21384	UB*01336	JEREMIAH MANNING	04/27/2015	0.00	47.58
21385	UB*01337	ALLEN HOLLINGSHEAD	04/27/2015	0.00	54.26
21386	UB*01338	JAMELA WYATT	04/27/2015	0.00	41.03
21387	UB*01339	HAL/SANDY SWANTON	04/27/2015	0.00	50.14
21388	UPS01	UPS STORE	04/27/2015	0.00	657.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21389	VAL01	VALIC	04/27/2015	0.00	1,945.00
21390	VAL03	BOSCO OIL COMPANY	04/27/2015	0.00	2,293.79
21391	VER02	VERIZON WIRELESS	04/27/2015	0.00	645.73
21392	WSO01	WATER SYSTEMS OPTIMIZATION, INC	04/27/2015	0.00	10,305.00
Report Total (108 checks):				0.00	478,860.28

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Apr-15

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	749,074.38	701,112.93	47,961.45	6.8%	6,948,433.45	7,511,752.36	(563,318.91)	-7.5%
TOTAL OPERATING REVENUE		749,074.38	701,112.93	47,961.45	6.8%	6,948,433.45	7,511,752.36	(563,318.91)	-7.5%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	3,579.77	2,083.33	1,496.44	71.8%	35,224.73	20,833.34	14,391.39	69.1%
1-0-4180-00	Late Notice -10% Penalty	9,339.31	5,833.33	3,505.98	60.1%	75,939.39	58,333.34	17,606.05	30.2%
1-0-4230-00	Service Connections	307.94	666.66	(358.72)	-53.8%	8,067.18	6,666.68	1,400.50	21.0%
1-0-4920-00	Interest Earned	640.38	636.00	4.38	0.0%	2,438.32	2,544.00	(105.68)	-4.2%
1-0-4930-00	Tax Apportionments/Cnty Checks	229,131.82	200,000.00	29,131.82	0.0%	662,278.30	595,000.00	67,278.30	11.3%
1-0-4950-00	Miscellaneous Income	2,005.94	3,083.33	(1,077.39)	-34.9%	19,826.76	30,833.34	(11,006.58)	-35.7%
1-0-4955-00	Cell Site Lease Income	11,729.71	11,240.00	489.71	4.4%	119,518.28	112,400.00	7,118.28	6.3%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	356,277.26	200,000.00	156,277.26	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		256,734.87	223,542.65	33,192.22	14.8%	1,279,570.22	1,026,610.70	252,959.52	24.6%
TOTAL REVENUES		1,005,809.25	924,655.58	81,153.67	8.8%	8,228,003.67	8,538,363.06	(310,359.39)	-3.6%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	130,379.80	181,355.00	50,975.20	28.1%	1,644,046.80	1,956,340.00	312,293.20	16.0%
1-1-5230-00	Pump Exp, Nunes T P	2,155.49	2,100.00	(55.49)	-2.6%	21,393.67	19,975.00	(1,418.67)	-7.1%
1-1-5231-00	Pump Exp, CSP Pump Station	5,409.09	5,000.00	(409.09)	-8.2%	284,975.82	140,910.00	(144,065.82)	-102.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	996.15	1,151.00	154.85	13.5%	10,470.43	10,946.00	475.57	4.3%
1-1-5233-00	Pump Exp, Pilarcitos Can.	4,563.32	175.00	(4,388.32)	-2507.6%	17,943.54	24,645.00	6,701.46	27.2%
1-1-5234-00	Pump Exp. Denniston Proj.	9,020.58	21,406.00	12,385.42	57.9%	35,108.21	85,560.00	50,451.79	59.0%
1-1-5235-00	Denniston T.P. Operations	661.40	4,025.00	3,363.60	83.6%	29,029.26	21,481.00	(7,548.26)	-35.1%
1-1-5236-00	Denniston T.P. Maintenance	316.36	3,875.00	3,558.64	91.8%	15,504.18	44,750.00	29,245.82	65.4%
1-1-5240-00	Nunes T P Operations	4,372.09	2,834.00	(1,538.09)	-54.3%	53,858.64	32,403.00	(21,455.64)	-66.2%
1-1-5241-00	Nunes T P Maintenance	856.56	2,542.00	1,685.44	66.3%	20,369.05	41,420.00	21,050.95	50.8%
1-1-5242-00	CSP Pump Station Operations	614.13	700.00	85.87	12.3%	8,189.09	7,000.00	(1,189.09)	-17.0%
1-1-5243-00	CSP Pump Station Maintenance	1,222.09	3,300.00	2,077.91	63.0%	18,359.56	33,000.00	14,640.44	44.4%
1-1-5250-00	Laboratory Services	1,700.32	3,333.00	1,632.68	49.0%	26,194.91	33,330.00	7,135.09	21.4%
1-1-5318-00	Studies/Surveys/Consulting	10,305.00	20,000.00	9,695.00	48.5%	50,467.48	200,000.00	149,532.52	74.8%
1-1-5321-00	Water Conservation	1,584.00	3,250.00	1,666.00	51.3%	37,199.91	32,500.00	(4,699.91)	-14.5%
1-1-5322-00	Community Outreach	5,748.10	3,475.00	(2,273.10)	-65.4%	14,690.05	34,750.00	20,059.95	57.7%
1-1-5325-00	Water Shortage Program	12,856.25	0.00	(12,856.25)	0.0%	32,181.26	0.00	(32,181.26)	0.0%
1-1-5411-00	Salaries & Wages -Field	75,440.31	81,005.08	5,564.77	6.9%	888,738.15	891,055.84	2,317.69	0.3%
1-1-5412-00	Maintenance -General	21,032.06	17,625.00	(3,407.06)	-19.3%	220,110.92	176,250.00	(43,860.92)	-24.9%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	4,482.37	4,221.00	(261.37)	-6.2%	44,794.86	42,210.00	(2,584.86)	-6.1%
1-1-5415-00	Maintenance -Well Fields	0.00	0.00	0.00	0.0%	4,967.50	10,000.00	5,032.50	0.0%
1-1-5610-00	Salaries/Wages-Administration	66,253.70	62,250.92	(4,002.78)	-6.4%	579,064.78	684,760.16	105,695.38	15.4%
1-1-5620-00	Office Supplies & Expense	16,156.53	13,152.08	(3,004.45)	-22.8%	120,505.81	131,520.84	11,015.03	8.4%
1-1-5621-00	Computer Services	4,971.71	7,650.00	2,678.29	35.0%	57,354.98	76,500.00	19,145.02	25.0%
1-1-5625-00	Meetings / Training / Seminars	1,317.25	1,916.66	599.41	31.3%	25,114.63	19,166.68	(5,947.95)	-31.0%
1-1-5630-00	Insurance	17,289.42	16,250.00	(1,039.42)	-6.4%	88,489.19	102,500.00	14,010.81	13.7%
1-1-5635-00	EE/Ret. Medical Insurance	36,287.38	40,191.33	3,903.95	9.7%	346,356.91	401,913.34	55,556.43	13.8%
1-1-5640-00	Employees Retirement Plan	38,256.20	40,299.16	2,042.96	5.1%	432,146.09	443,290.68	11,144.59	2.5%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	2,205.00	5,000.00	2,795.00	55.9%	41,215.70	50,000.00	8,784.30	17.6%
1-1-5682-00	Engineering	480.00	1,166.66	686.66	58.9%	4,440.00	11,666.68	7,226.68	61.9%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	16,585.00	24,000.00	7,415.00	30.9%
1-1-5684-00	Payroll Tax Expense	10,852.98	10,354.15	(498.83)	-4.8%	104,875.61	113,895.70	9,020.09	7.9%
1-1-5687-00	Membership, Dues, Subscript.	7,901.86	5,256.16	(2,645.70)	-50.3%	48,170.37	52,561.68	4,391.31	8.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	1,475.00	1,475.00	100.0%	16,834.56	14,750.00	(2,084.56)	-14.1%
1-1-5705-00	State Fees	4,813.20	1,333.33	(3,479.87)	-261.0%	13,374.47	13,333.34	(41.13)	-0.3%
TOTAL OPERATING EXPENSES		500,500.70	568,167.53	67,666.83	11.9%	5,373,121.39	5,983,384.94	610,263.55	10.2%
CAPITAL ACCOUNTS									
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	486,762.44	485,889.00	(873.44)	-0.2%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	338,023.96	338,024.00	0.04	0.0%
TOTAL CAPITAL ACCOUNTS		0.00	0.00	0.00	0.0%	824,786.40	823,913.00	(873.40)	-0.1%
TOTAL EXPENSES		500,500.70	568,167.53	67,666.83	11.9%	6,197,907.79	6,807,297.94	609,390.15	9.0%
NET INCOME		505,308.55		2,030,095.88					

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
April 30, 2015**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,550,773.95
RATE STABILIZATION RESERVE	\$250,000.00
TOTAL DISTRICT RESERVES	\$2,800,773.95

ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$1,169,288.88
CSP T & S ACCOUNT	\$610,773.00
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,020,082.07
DISTRICT CASH ON HAND	\$630.00
TOTAL ACCOUNT BALANCES	\$2,800,773.95

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

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2014-2015**

4/30/2015

Approved CIP Budget FY 14/15	Actual To Date FY 14/15	Projected Year-End FY 14/15	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 150,000	\$ 80,122	\$ 100,000	\$ 50,000	53%	Ongoing project
99-02	Vehicle Replacement	\$ 30,000	\$ 19,059	\$ 20,000	\$ 10,000	100%	Complete
99-03	Computer Systems	\$ 5,000	\$ 4,144	\$ 5,000	\$ -	83%	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 2,106	\$ 3,000	\$ -	70%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000		\$ -	\$ 30,000	0%	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 17,342	\$ 18,000	\$ 2,000	87%	Complete for FY
09-23	District Digital Mapping	\$ 25,000	\$ 11,556	\$ 15,000	\$ 10,000	46%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000		\$ -	\$ 30,000		
14-13	New Security Fence at Pilarcitos Well Field	\$ 20,000		\$ -	\$ 20,000	0%	Delay to FY16
14-14	Pilarcitos Canyon Road Improvements	\$ 70,000		\$ 70,000	\$ -	0%	Committed - RCD administering project
15-01	Utility Billing Software Upgrade	\$ 200,000		\$ -	\$ 200,000	0%	Delay to FY16
15-02	Administration Building Repair and Remodeling Project	\$ 300,000	\$ 529,671	\$ 550,000	\$ (250,000)	99%	Complete
15-03	District Administration/Operations Center	\$ 25,000		\$ -	\$ 25,000	0%	Planning project deferred
15-05	Administration Building Phone System	\$ 30,000		\$ -	\$ 30,000	0%	Eliminated in favor of hosted service contract
99-01	Meter Change Program	\$ 10,000		\$ -	\$ 10,000	0%	On hold

Pipeline Projects

06-01	Avenue Cabrillo Phase 3a Pipeline Replacement Project	\$ 300,000	\$ 329,674	\$ 330,000	\$ (30,000)	100%	Construction completed
10-01	EI Granada Pipeline Final Phase - Pilarcitos Crossing	\$ 500,000	\$ 251,271	\$ 290,000	\$ 210,000	50%	\$50K for temp piping, \$240K design
13-01	Miramar Drive Pipeline Connection	\$ 80,000	\$ 25,717	\$ 12,000	\$ 68,000	32%	Under construction
13-02	Replace 8 inch Pipeline Under Creek at Pilarcitos Avenue	\$ 200,000	\$ 1,079	\$ 5,000	\$ 195,000	1%	Evaluating design

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Replacement	\$ 200,000	\$ 48,203	\$ 65,000	\$ 135,000	24%	Complete design in May, bid in FY16
08-18	EG Tank #3 Recoating Interior & Exterior	\$ 350,000	\$ 38,791	\$ 40,000	\$ 310,000	11%	J. Teter design complete
14-18	Crystal Springs Pmp Station Spare 12 inch Check Valve	\$ 25,000		\$ -	\$ 25,000	0%	

Water Supply Development

14-24	Denniston/San Vicente EIR & Permitting	\$ 50,000	\$ 74,841	\$ 75,000	\$ (25,000)		Final EIR published 2/2/15
14-25	Water Shortage Plan Development	\$ 50,000		\$ -	\$ 50,000	0%	

Water Treatment Plants

14-02	Nunes - Replace Sludge Pond Media	\$ 25,000		\$ 25,000	\$ -	0%	To be completed in May 15
14-06	Nunes - New 1720E Turbidimeters (4)	\$ 35,000	\$ 8,699	\$ 35,000	\$ -	25%	
99-05	Denniston Maintenance Dredging	\$ 35,000	\$ 2,648	\$ 3,000	\$ 32,000	8%	Need to renew DFW permit

FY 14/15 TOTALS \$ 2,798,000 \$ 1,444,923 \$ 1,661,000 \$ 1,137,000

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2014-2015

4/30/2015

Approved CIP Budget FY 14/15	Actual To Date FY 14/15	Projected Year-End FY 14/15	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Previous CIP Projects - paid in FY 14/15

Nunes WTP Access Road Repaving Proj - Phase 1		\$ 86,674	\$ 86,674		Complete
El Granada Tank #2 Recoating/Repair Project		\$ 58,743	\$ 58,743		Complete
Denniston Water Supply Development		\$ 50,559	\$ 50,559		
Miramar Tank Fence Replacement		\$ 26,418	\$ 26,418		Complete
Nunes Hydropneumatic Systems Improvements		\$ 81,070	\$ 81,070		Complete

PREVIOUS YEAR TOTALS \$ - \$ 303,463 \$ 303,463 \$ (303,463) In Progress

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 14/15

Sunrise Court Pipeline Replacement		\$ 34,489	\$ 34,489		Complete
Denniston Dam Repair		\$ 980	\$ 980		
Denniston Booster Pump Station		\$ 4,118	\$ 4,118		
			\$ -		
			\$ -		
			\$ -		

NON-BUDGETED TOTALS \$ - \$ 39,587 \$ 39,587 \$ (39,587)

CIP TOTALS \$ 2,798,000 \$ 1,787,973 \$ 2,004,050 \$ 793,950

**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	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
May-14	2,519			257				286	3,063
Jun-14	2,252		220	858					3,330
Jul-14	6,604		269	772	550				8,196
Aug-14	2,145			715	1,494	3,752			8,105
Sep-14	4,054		314	143	5,092	1,516			11,119
Oct-14	2,571	1,087			2,034				5,691
Nov-14	3,277			114	4,111			429	7,931
Dec-14	2,460		290		3,793				6,542
Jan-15	1,373	286		57	1,372				3,088
Feb-15	2,660	1,773			1,483			823	6,739
Mar-15	1,411	1,470						1,352	4,233
Apr-15	2,205	88	1,697						3,990
TOTAL	33,530	4,704	2,791	2,917	19,927	5,267	0	2,890	72,027

**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
May-14	480	5,463	2,907	8,850	2,907
Jun-14	480	9,551		10,031	
Jul-14	480	7,799	169	8,448	169
Aug-14	480	8,316		8,796	
Sep-14	240	7,445	180	7,865	180
Oct-14	480	13,394		13,874	
Nov-14	480	11,154	3,211	14,845	3,211
Dec-14	360		254	614	254
Jan-15	480		507	987	507
Feb-15	480			480	
Mar-15	480		254	734	254
Apr-15	480		1,014	1,494	1,014
TOTAL	5,400	63,122	8,495	77,017	8,495

Calcon T&M Projects Tracking

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	Billing Date							Project Total Billing	Project Budget Remaining	CIP Project			
						7/31/14	8/31/14	9/30/14	10/30/14	11/30/14	12/31/14	1/31/15				2/28/15	3/31/15	
CAL-13-EMG	Emergency Callout																	
CAL-14-EMG	Emergency Callout					\$250.00	\$1,330.00	\$1,364.50			\$1,060.00							
CAL-13-00	Calcon Project Admin/Miscellaneous																	
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00	\$750.00								\$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		\$9,620.12							\$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 Clarifier 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	\$14,780.79								\$44,459.14	\$31,446.42			
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00		\$25,176.15	\$2,804.56						\$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					\$1,372.00	-\$2.00			
CAL-15-01																		
					\$244,391.23	\$15,530.79	\$34,796.27	\$2,804.56	\$1,372.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,459.61	-\$6,068.38		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 1, 2015

Subject: Monthly Water Transfer Report

Recommendation:

None. For Board information purposes only.

Background:

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

Since the Board meeting in April 2015, three applications to transfer three ---5/8" (20 gpm) non-priority water service connections were approved. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Gina Brazil.

**WATER TRANSFERS APPROVED FOR THE 2015 CALENDAR YEAR
MONTH OF APRIL 2015**

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# of CONNECTIONS	DATE
115-520-170	056-117-110	Charles Keenan, Trustee (Joyce Yamigiwa) to William Bennett & Michelle Borovac	1 -- 5/8" (20 gpm)	April 1, 2015
048-013-610	056-056-020	Paul McGregor to Paul McGregor	1 -- 5/8" (20 gpm)	April 30, 2015
048-065-060	064-052-320	Paul McGregor to Paul McGregor	1 -- 5/8" (20 gpm)	April 30, 2015

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: April 30, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Paul McGregor to Paul McGregor**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Paul McGregor (APN 048-013-610) to property owned by Paul McGregor (APN 056-056-020).

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

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April 30, 2015

Paul McGregor
168 West Point Avenue
Half Moon Bay, CA 94019



and

Paul McGregor
168 West Point 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 connection. The result of this transfer is as follows:

- **APN 048-013-610** continues to have the right to one 5/8" (20 gpm) non-priority water service connection from the Coastside County Water District; and
- **APN 056-056-020** now has a one 5/8" (20 gpm) 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". The signature is fluid and cursive.

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: April 30, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Paul McGregor to Paul McGregor**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Paul McGregor (APN 048-065-060) to property owned by Paul McGregor (APN 064-052-320).

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

.

April 30, 2015

Paul McGregor
168 West Point Avenue
Half Moon Bay, CA 94019



and

Paul McGregor
168 West Point 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 connection. The result of this transfer is as follows:

- APN 048-065-060 has no present right to a water service connection from the Coastside County Water District; and
- APN 064-052-320 now has a one 5/8" (20 gpm) 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

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, April 14, 2015

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

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT**

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending March 31, 2015:
Claims: \$621,894.15; Payroll: \$80,774.85 for a total of \$702,669.00
➤ *March 2015 Monthly Financial Claims reviewed by Director Coverdell*
- B. Acceptance of Financial Reports
- C. Monthly Water Transfer Report
- D. Approval of Minutes of March 10, 2015 Regular & Special Board of Directors Meetings
- E. Approval of Minutes of March 31, 2015 Special Board of Directors Meeting
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - March 2015
- I. March 2015 Leak Report
- J. Rainfall Reports

- K. San Francisco Public Utilities Commission Hydrological Conditions Report for February 2015
- L. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2015

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Reynolds reported that he had attended the March 25, 2015 Water Education Foundation's 32nd Executive Briefing in Sacramento. He reported that some of the topics discussed included the California drought and sustainable groundwater management. He also shared some highlights of a current situation with water rights issues associated with the Salton Sea, located in Southern California, and the potential impacts on the entire State of California.

6) GENERAL BUSINESS

A. Resolution 2015-04 Authorizing Investment of Coastside County Water District Monies in Local Agency Investment Fund

Mr. Dickson reported that this item was considered a housekeeping matter, consisting of updating records pertaining to authorization for the deposit or withdrawal of monies in the District's Local Agency Investment Fund account.

ON MOTION BY Vice-President Glassberg and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to approve Resolution 2014-04 Authorizing Investment of CCWD monies in the Local Agency Investment Fund:

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

B. Quarterly Financial Review

Ms. Rogren referenced the Period Budget Analysis, summarizing the Fiscal Year 2014-2015 year to date revenue and expenses for the past nine months, ending March 31, 2015. She also provided projections for water revenue, project operating expenses, the reserve balance, the budget shortfall and the capital improvement funds to the end of the year.

C. Governor's Executive Order and State Water Resources Control Board Emergency Regulations Pertaining to the Drought

Ms. Brennan summarized the recent significant actions with regard to emergency drought regulations, including the State Water Resources Control Board's Resolution 2015-0013 and the April 1, 2015 Executive Order (B-29-15) issued by California's Governor Brown. Her presentation entitled "Emergency Regulations Pertaining to the Drought", included a background review of District's drought related actions, beginning with the initial Stage 1 Water Shortage Advisory in October of 2013. She also the new developments implemented since March 17, 2015, summarizing those regulations, and then reviewed Governor Brown's Executive Order and State Water Board actions aimed at achieving the Governor's mandated 25% statewide water use reduction.

Ms. Brennan then answered a few questions from the Board and advised that staff would be presenting an updated ordinance to the District's Board for adoption at the May 12, 2015 meeting.

D. Amended Fiscal Year 2015-2016 Budget Process Timeline

Mr. Dickson reviewed the updates and revisions to the Budget Process Timeline, noting that a Special Board Meeting has been added for the end of June for the purpose of the Rate Increase Hearing and approval of the Capital Improvement Program (CIP) and Operations and Maintenance (O & M) Budgets. All Directors confirmed their availability for a special Board meeting the evening of Tuesday, June 30th 2015.

E. Draft Fiscal Year 2015-2016 Budget and Draft Fiscal Year 2015/2016 to 2024/2025 Capital Improvement Program

Mr. Dickson advised that he and Ms. Rogren had met the previous day with the District's Finance Committee members to discuss new developments with the budget and the structuring of the proposed rate increase. Mr. Dickson started the presentation by reviewing what has transpired since the March 31, 2015 Budget Work Session, including Governor Brown's April 1, 2015 Executive Order calling for a statewide reduction in urban water usage of 25%. He discussed budget risks associated with the State's water use reduction requirements, and Ms. Rogren reviewed the budget impact of various levels water sales below the District's budget assumptions.

After reviewing the CIP and the District's reserves, Mr. Dickson discussed why a proposed 27% rate increase would be appropriate to fully fund operations and the revenue-funded portion of the Fiscal Year 2016 CIP. He added that this increase would also restore funds drawn from reserves to fund the Fiscal Year 2015 shortfall due to lower water sales, and would improve the District's ability to absorb near-term budget risks.

Mr. Dickson then provided an update on the preliminary results from the rate study being prepared by HF & H Consultants and explained that the District has outgrown its current tier structure. He also pointed out that this is a good time to evaluate the District's rate structure, as revisions would provide the needed conservation signal, while reducing the impact on customers with the lowest water use. He also shared a comparison of how CCWD's current and proposed tiers compare to those of other local water agencies. Next Ms. Rogren summarized details of the FY 2015-2016 rate proposal, explaining that changes are proposed to the residential tier breakpoints to reflect current trends in usage, and reward conservation efforts. She also reviewed the impact of the proposed rates on the District's residential customers.

Mr. Dickson expressed his appreciation to Vice-President Glassberg and Director Coverdell, members of the Districts Finance Committee, for spending over two hours on the previous day providing valuable feedback to staff on the budget and proposed rate increase. Director Flint commented that he felt the budget presentation was very thorough and beneficial in getting an accurate picture of the District financial requirements.

President Mickelsen thanked the Finance Committee members for their contributions and input into the budget and rate discussion and invited the District's customers and members of the public to stay informed and welcomed their participation in these discussions.

7) **MONTHLY INFORMATIONAL REPORTS**

- A. **Operations Report** - Mr. Guistino provided a brief update on the monthly water production at the Denniston Water Treatment Plant and answered a few questions from the Board regarding the March 4, 2015 El Granada Pipeline Final Phase Project meeting with the City of Half Moon Bay.

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

There were no requests for future Board meeting agenda items.

9) **ADJOURNMENT** - The meeting was adjourned at 8:54 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Chris Mickelsen, President
Board of Directors

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

FY 2015

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
3/4" meter		1	1	3					1				6
1" meter													0
1 1/2" meter			6		1								7
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													
5/8" meter	2												2
3/4" meter				1									1
1" meter													0
County Priority													
5/8" meter						1							1
3/4" meter													0
1" meter													0
Monthly Total	2	2	7	4	1	1	0	1	1	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

Fiscal Year 2015 Water Service Installations
FY 2015

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
047-074-220	Power, Patrick	393 Avenue Granada	El Granada	5/8"	dom	30-Jul-14	with 1" fire
047-222-410	Stebbins, Bruce	822 Columbus Street	El Granada	5/8"	dom	31-Jul	with 1" fire
066-600-240	Carnoustie LLC	111 Carnoustie Drive	HMB	3/4"	dom	26-Aug-14	with 2" fire
064-111-560	Philomena LLC	415 Spruce St	HMB	5/8"	dom	29-Aug-14	with 1" fire 9/5/2014
056-072-360	The Charis Group LLC	20 Jenna Lane	HMB	3/4"	dom	8-Sep-14	with 1" fire
056-210-420	Half Moon Village Phase 2	Bloom Lane	HMB	six 1 1/2"	dom	16-Sep-14	with one 1 1/2" irrigation and four 6" dc
056-171-090	Stonehaven Investment	511 Church Street	HMB	1"	fire	21-Aug-14	fire only
047-181-890	Kopiej, Krzystof	345 San Pedro Road	El Granada	3/4"	dom	23-Oct-14	with 1" fire
066-600-070	Carnoustie LLC	251 Bayhill Road	HMB	3/4"	dom	24-Oct-14	with 2" fire
066-600-260	Carnoustie LLC	117 Carnoustie Drive	HMB	3/4"	dom	24-Oct-14	with 2" fire
066-600-120	Carnoustie LLC	114 Carnoustie Drive	HMB	3/4"	dom	24-Oct-14	with 2" fire
056-321-040	Pastorino, Eugene	12511 San Mateo Road	HMB	1.5"	irrigation	14-Nov-14	
047-021-100	Goldberg, Stan	102 California Ave	El Granada	5/8"	dom	19-Dec-15	with 4" DC
064-124-110	Patton, Ronald	570-572 Spruce Street	HMB	5/8"	dom	10-Feb-15	with 1" fire and 5/8" metering purposes meter
066-600-250	Carnoustie LLC	115 Carnoustie Drive	HMB	3/4"	dom	2-Mar-15	with 2" fire
047-122-110	Coursen, Richard	149 Francisco St	El Granada	5/8"	dom	26-Mar-15	meter for second unit with 1" fire
047-207-320	Tyler-Parker, Sydney	462/464 The Alameda	El Granada	5/8"	dom	31-Mar-15	meter for second unit
047-126-360	Henry, John	228 Francisco Street	El Granada	5/8"	dom	3-Apr-15	meter for second unit

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2015

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
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								
JUN								
TOTAL	4.11	60.62	40.90	113.37	336.36	555.36	26.26	529.10
% MONTHLY TOTAL	2.68%	29.34%	0.00%	65.16%	2.82%	100.00%	5.19%	94.81%
% ANNUAL TO DATE TOTAL	0.7%	10.9%	7.4%	20.4%	60.6%	100.0%	4.73%	95.3%

Local vs Imported-month		2.8%	CCWD vs SFPUC- month	32.02%	68.0%
Local vs Imported-annual	39.4%	60.6%	CCWD vs SFPUC- annual	19.0%	81.0%
	Local Source	Imported Source			

12 Month Running Treated Total 698.86

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2014

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.00	0.00	75.61	75.61	3.46	72.15
AUG	0.00	0.00	0.00	0.00	84.56	84.56	3.03	81.54
SEPT	0.00	0.00	0.00	0.00	66.04	66.04	3.38	62.66
OCT	0.00	0.00	0.00	0.00	68.72	68.72	2.94	65.78
NOV	1.82	0.00	0.00	0.00	56.17	57.99	2.96	55.03
DEC	0.76	0.00	0.00	0.00	55.12	55.88	1.96	53.92
JAN	0.00	0.00	0.00	0.46	57.17	57.63	3.46	54.17
FEB	2.97	0.00	0.00	2.33	35.25	40.55	3.25	37.30
MAR	1.78	0.00	0.25	8.86	31.25	42.14	2.39	39.76
APR	0.00	19.89	0.92	12.58	19.70	53.09	3.03	50.06
MAY	0.00	16.79	0.83	7.89	50.40	75.91	3.11	72.80
JUN	0	0.00	0.00	1.22	66.61	67.83	3.06	64.77
TOTAL	7.33	36.68	2.00	33.34	666.60	745.95	36.01	709.94
% TOTAL	1.0%	4.9%	0.3%	4.5%	89.4%	100.0%	4.83%	95.2%

 denotes estimated due to faulty SFPUC meter

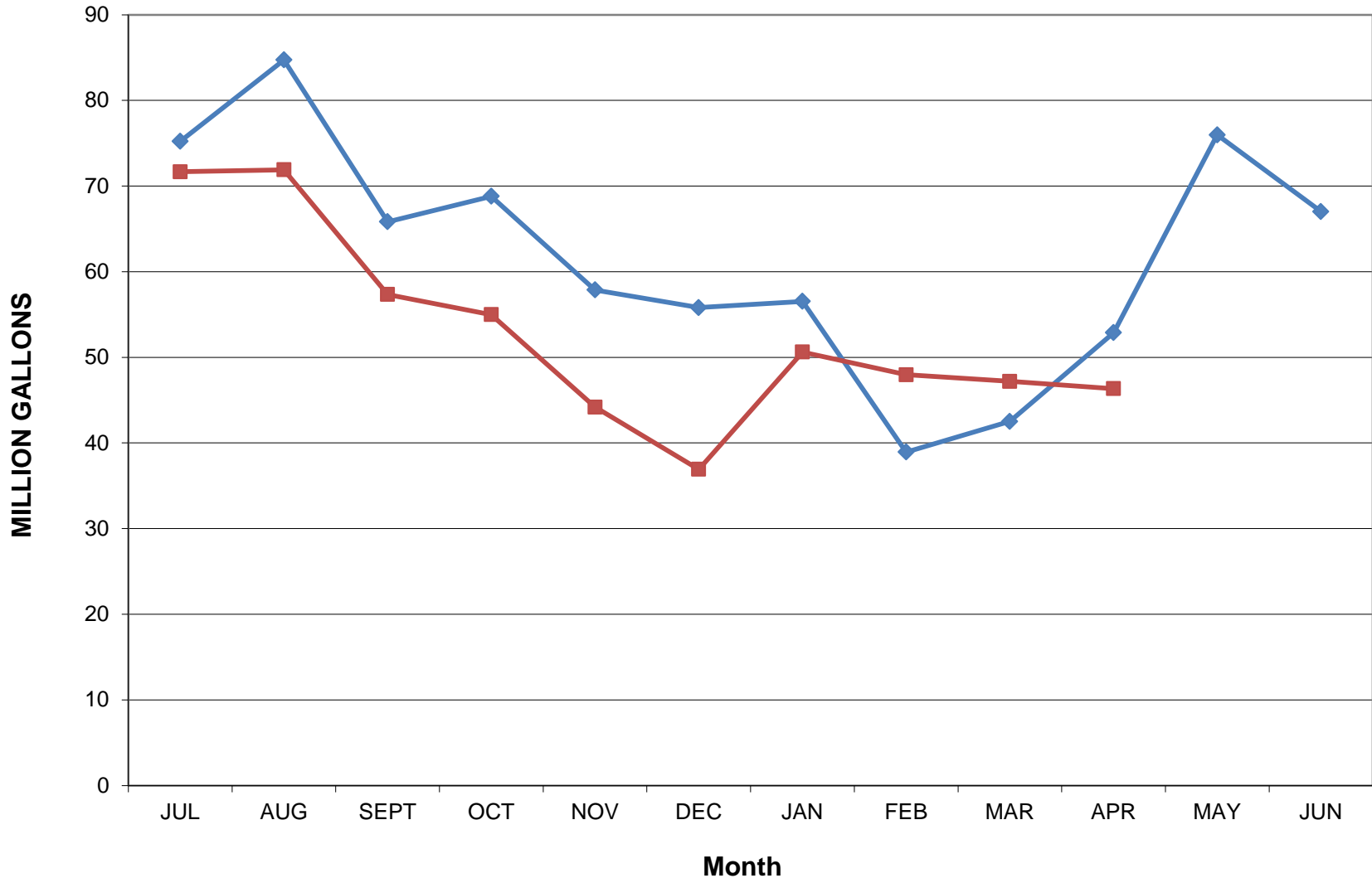
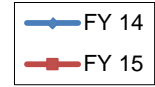
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 15

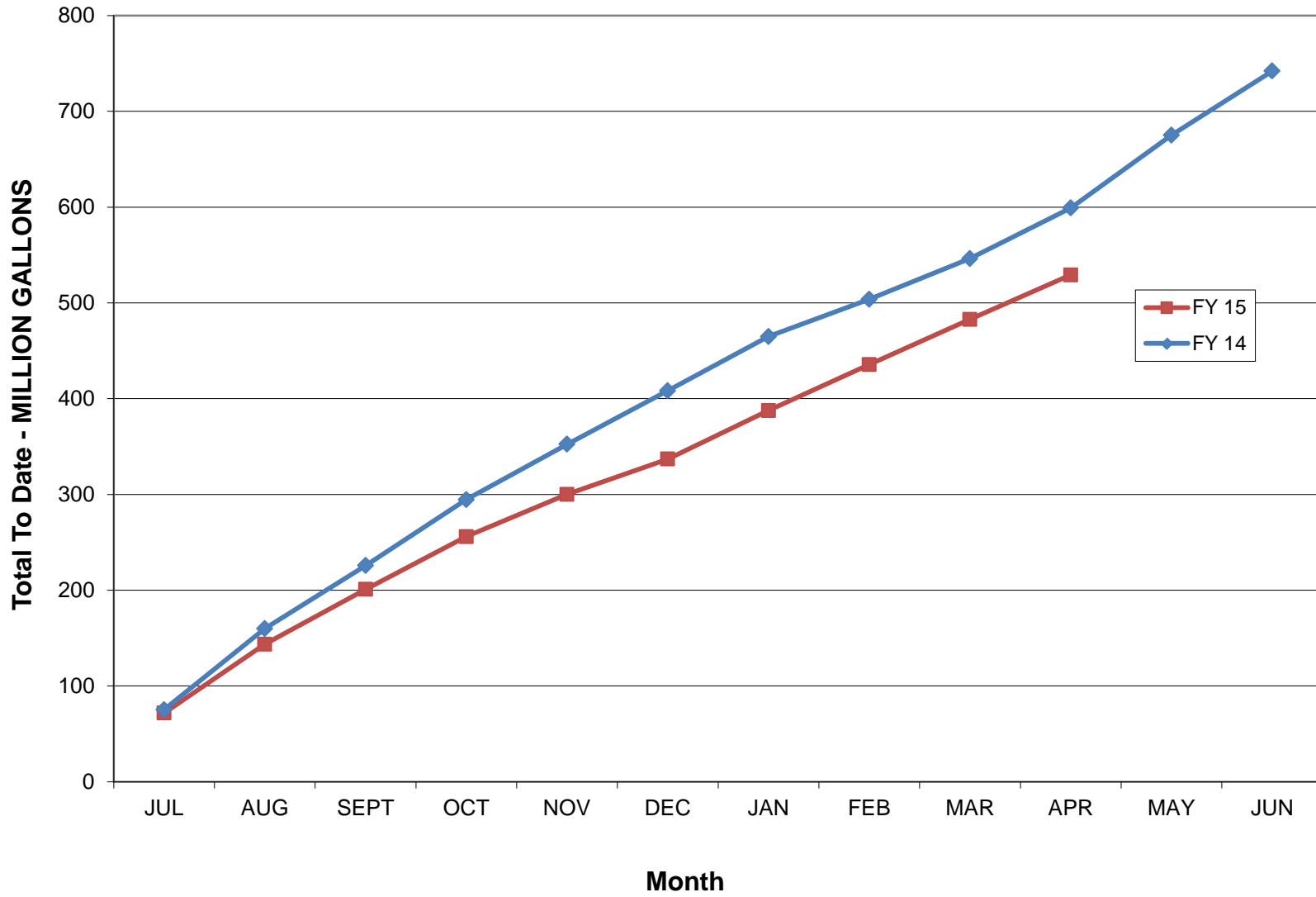
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-14	2.32	5.34	3.02	0.48	0.00	-0.48	0.00	0.00	0.00	0.00	31.42	31.42	71.96	34.44	-37.52	71.96	65.86
Aug-14	0.82	0.00	-0.82	0.10	0.00	-0.10	0.00	0.00	0.00	0.00	47.40	47.40	73.97	32.50	-41.47	73.97	79.90
Sep-14	0.60	0.00	-0.60	0.05	0.00	-0.05	0.00	0.00	0.00	0.00	27.24	27.24	59.58	35.18	-24.40	59.58	62.42
Oct-14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.36	36.36	57.13	29.25	-27.88	57.13	65.61
Nov-14	0.93	6.34	5.41	0.01	0.00	-0.01	4.43	1.87	-2.56	0.00	46.19	46.19	41.00	0.00	-41.00	41.00	46.19
Dec-14	2.19	11.53	9.34	0.20	0.00	-0.20	10.67	1.12	-9.55	9.68	39.52	29.85	16.37	0.00	-16.37	26.05	39.52
Jan-15	13.95	16.58	2.63	0.64	1.12	0.48	8.44	1.12	-7.32	20.23	36.19	15.96	10.52	0.00	-10.52	30.75	36.19
Feb-15	12.88	16.58	3.70	0.51	1.50	0.99	8.56	7.48	-1.08	25.95	19.64	-6.31	2.43	0.00	-2.43	28.38	19.64
Mar-15	12.59	16.47	3.88	0.81	2.64	1.83	8.80	9.72	0.92	25.67	19.00	-6.67	2.02	0.00	-2.02	27.69	19.00
Apr-15	14.34	16.58	2.24	1.31	2.64	1.33	0.00	0.00	0.00	31.85	43.53	11.68	1.38	0.00	-1.38	33.23	43.53
May-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	63.20
Jun-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	60.46
MG Totals	60.62	89.44	28.82	4.11	7.89	3.78	40.90	21.32	-19.58	113.37	346.50	233.12	336.36	131.37	-204.99	449.73	601.52

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL		
					Actual	Predicted	Pred-act
	105.63	118.65	449.73	477.87	555.36	596.52	41.15
% Total	19.02%	19.89%	80.98%	80.11%	93.10%		

Monthly Production FY 14 vs FY 15



Cumulative Production FY 15 vs.FY14



Plant Water Use*			Unmetered Water					2015			MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	1.360	1.510	0.000	0.012	0.006	0.118	0.000	0.014	0.146	3.165		
FEB	1.030	1.240	0.000	0.000	0.010	0.000	0.000	0.014	0.066	2.359		
MAR	1.350	1.440	0.000	0.000	0.006	0.020	0.000	0.014	-0.129	2.701		
APR	1.240	1.510	0.000	0.000	0.010	0.014	0.100	0.014	-0.351	2.537		
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	4.98	5.70	0.00	0.01	0.03	0.15	0.10	0.06	-0.27	10.76		

0.19 residential change	0.10	0.16	0.24	0.19	0.13	0.15	0.36
0.15 non residential change	0.17	-0.02	0.19	-0.01	-0.07	0.35	0.44
0.18 Total	0.14	0.09	0.21	0.13	0.04	0.21	0.41
sum fy 14	369.00						
sum fy 13	448.07						
	0.18						

Coastside County Water District Monthly Leak Report

ID	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
									Staff	Hours		
1	4/18/2015	4/18/15	620 Myrtle St. HMB									
				S	3/4 PI	9,000	\$1,200.00	\$60.00	4	4	\$1,200	\$2,460.00
2	4/27/2015	4/29/2015	655 Santiago St. EG									
				S	3/4" PI	5,000	\$750.00	\$487.00	35		\$750	\$1,987.00
3												
												\$0.00
4												
												\$0.00
5												
												\$0.00
6												
												\$0.00
7												
												\$0.00
8												
												\$0.00

Totals						14,000	\$1,950.00	\$547.00	39	4	\$1,950	\$4,447.00
---------------	--	--	--	--	--	---------------	-------------------	-----------------	-----------	----------	----------------	-------------------

*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services	Staff x hours = 156
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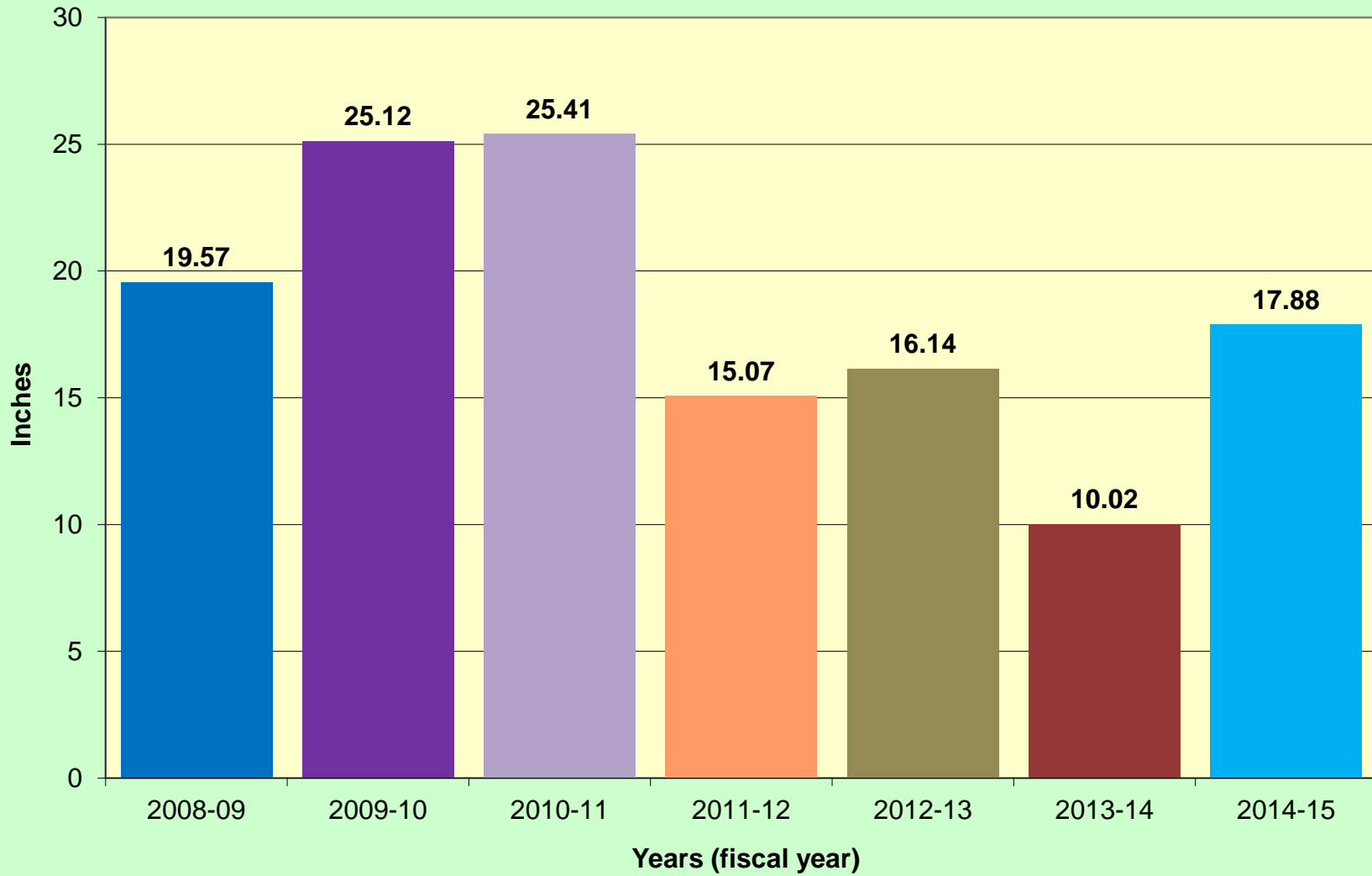
Coastside County Water District
 766 Main Street
 July 2014 - June 2015

District Office
 Rainfall in Inches

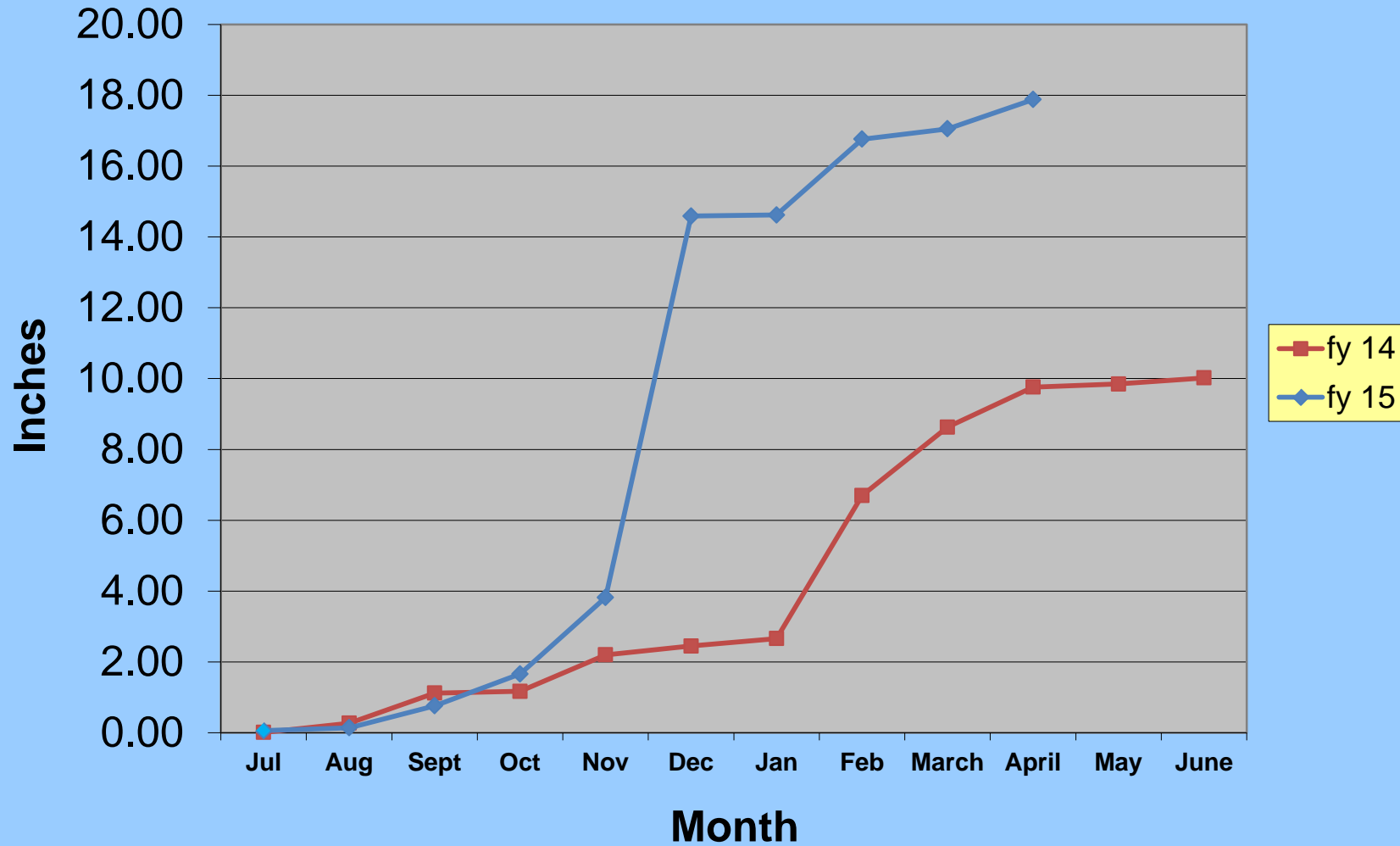
	2014						2015					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0.01	0.24	0	0	0	0	0	0	
2	0	0	0	0	0	1.33	0	0	0	0	0	
3	0	0	0	0	0.01	1.95	0	0	0	0	0	
4	0	0	0	0	0	0.12	0	0	0.01	0	0	
5	0	0	0	0	0	0.11	0	0	0	0.01	0	
6	0	0	0	0	0	0.13	0	0.92	0	0	0	
7	0	0	0	0	0.01	0.01	0	0.18	0	0.46	0	
8	0.01	0	0	0	0.01	0.01	0	0.99	0	0	0	
9	0	0	0	0	0.01	0	0	0	0	0	0	
10	0	0.01	0	0	0	0	0	0.01	0	0	0	
11	0.03	0	0	0	0.01	3.46	0.01	0	0.03	0.01	0	
12	0	0	0	0	0.17	0.35	0	0	0	0	0	
13	0.01	0	0	0	0.22	0.01	0	0	0	0.01	0	
14	0	0.01	0	0	0.01	0.16	0	0	0.01	0	0	
15	0	0	0	0.05	0.01	0.98	0	0	0	0	0	
16	0	0	0	0.01	0	1.2	0	0	0	0	0	
17	0	0	0	0	0	0.16	0	0	0	0	0	
18	0.01	0.02	0.04	0	0	0	0	0	0	0	0	
19	0	0.04	0	0.01	0.34	0.5	0	0	0.01	0	0	
20	0	0	0.02	0.09	0.27	0.1	0.01	0	0.01	0	0	
21	0	0	0	0.01	0.01	0.13	0.01	0.01	0	0	0	
22	0	0	0	0	0.26	0.01	0	0.01	0.16	0	0	
23	0	0	0.02	0	0.01	0.01	0	0	0.03	0	0	
24	0	0	0.08	0.01	0	0.04	0	0	0	0.04	0	
25	0	0	0.43	0.33	0	0	0	0	0	0.29	0	
26	0	0	0	0.01	0	0	0	0	0	0	0	
27	0	0	0	0.01	0	0	0	0	0.01	0	0	
28	0	0	0	0	0	0	0	0.02	0.01	0.01	0	
29	0	0	0	0	0.02	0	0		0	0	0	
30	0	0	0.03	0	0.55	0	0		0.01	0	0	
31	0	0		0.36		0	0		0			
Mon.Total	0.06	0.08	0.62	0.90	2.16	10.77	0.03	2.14	0.29	0.83	0.00	0.00
Year Total	0.06	0.14	0.76	1.66	3.82	14.59	14.62	16.76	17.05	17.88	17.88	17.88

Rain Totals

Fiscal Years 09 - 15



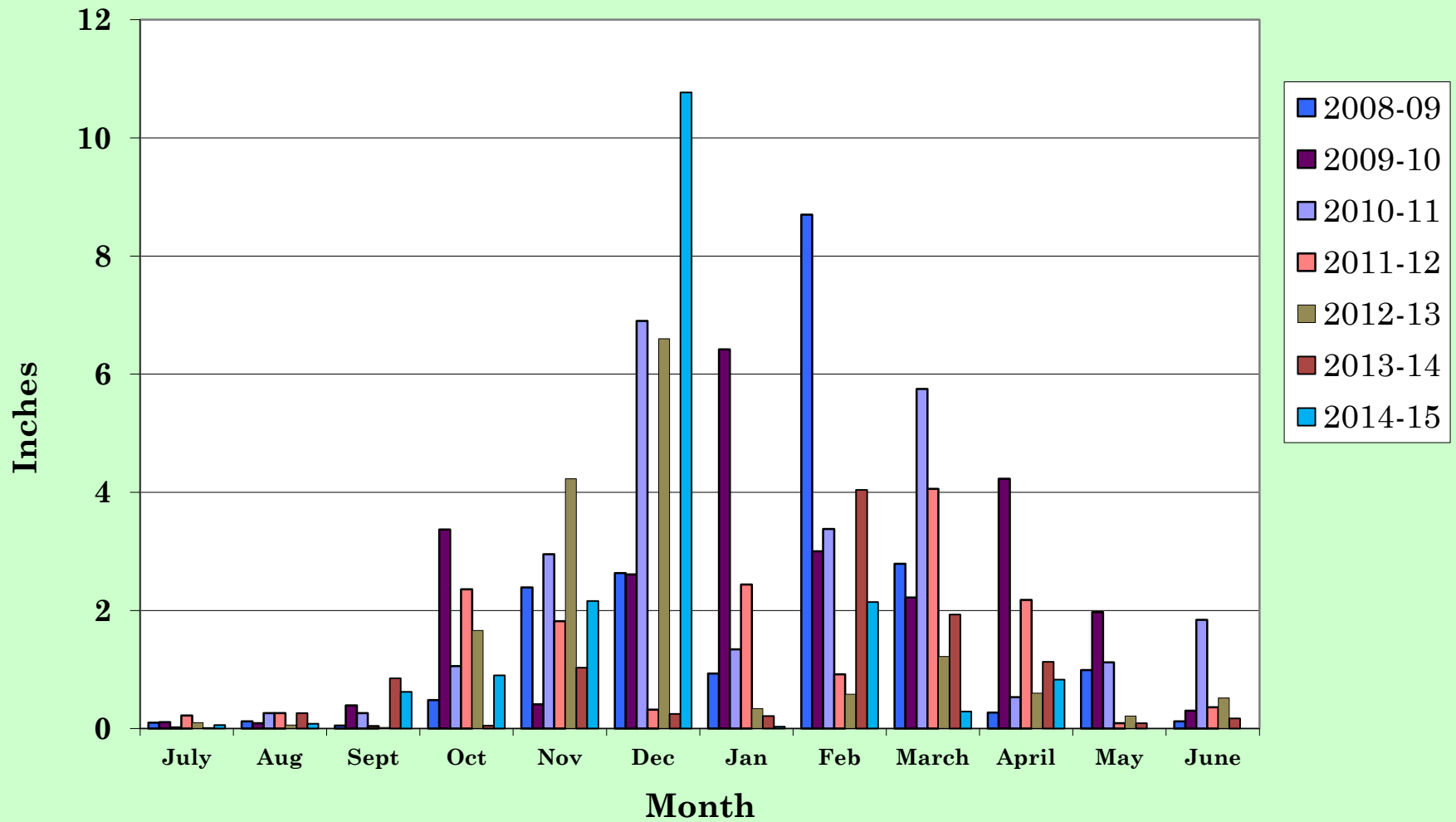
Rainfall Total Comparison Fiscal Years 14 and 15



Coastside County Water District

Rainfall by Month

Fiscal Years 09 - 15



MONTHLY CLIMATOLOGICAL SUMMARY for APR. 2015

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	50.6	59.1	4:30p	38.2	7:30a	14.4	0.0	0.00	2.1	19.0	5:00p	WNW
2	50.8	63.5	5:00p	38.7	7:30a	14.2	0.0	0.00	1.9	15.0	3:00p	E
3	49.8	59.7	5:00p	38.3	7:00a	15.2	0.0	0.00	1.9	15.0	4:30p	W
4	52.2	59.3	3:00p	45.1	3:00a	12.8	0.0	0.00	2.0	14.0	2:30p	W
5	50.0	59.0	4:30p	41.8	4:30a	15.0	0.0	0.01	1.6	15.0	12:00p	W
6	51.9	63.2	2:30p	38.6	5:30a	13.1	0.0	0.00	2.8	19.0	3:30p	WSW
7	54.3	61.1	3:30p	50.0	6:30a	10.7	0.0	0.46	3.4	20.0	12:30a	WSW
8	52.9	59.8	3:00p	43.8	12:00m	12.1	0.0	0.00	1.6	14.0	3:30p	W
9	53.1	63.3	1:00p	43.5	1:00a	11.9	0.0	0.00	2.0	12.0	9:00a	E
10	50.7	60.5	5:00p	41.1	6:30a	14.3	0.0	0.00	1.7	13.0	3:00p	W
11	53.8	64.8	4:00p	42.9	4:00a	11.2	0.0	0.01	2.0	15.0	1:30p	W
12	54.6	67.3	5:00p	43.4	6:30a	10.5	0.1	0.00	1.1	11.0	4:00p	W
13	53.9	59.8	4:00p	46.9	1:30a	11.1	0.0	0.01	1.6	15.0	11:30p	W
14	53.4	62.4	12:30p	44.5	12:00m	11.6	0.0	0.00	2.8	20.0	1:30p	NE
15	54.6	65.9	5:30p	42.5	2:00a	10.4	0.0	0.00	2.2	15.0	9:00a	NE
16	62.4	78.3	2:00p	45.1	1:30a	5.7	3.1	0.00	3.0	26.0	11:00a	NE
17	51.0	59.1	2:30p	40.9	7:00a	14.0	0.0	0.00	1.0	8.0	12:00p	W
18	52.4	59.5	2:00p	47.7	7:30a	12.6	0.0	0.00	1.5	10.0	1:00p	WSW
19	53.5	60.0	3:30p	48.7	7:00a	11.5	0.0	0.00	1.5	10.0	1:30p	W
20	55.0	59.5	3:30p	52.5	5:00a	10.0	0.0	0.00	1.7	10.0	2:30p	WSW
21	54.0	57.2	2:30p	52.3	12:00m	11.0	0.0	0.00	2.6	12.0	1:30p	WSW
22	53.2	57.6	3:00p	49.8	12:00m	11.8	0.0	0.00	1.5	9.0	10:00a	W
23	53.8	59.8	2:00p	49.8	12:30a	11.2	0.0	0.00	2.6	13.0	1:30p	WSW
24	55.4	60.6	4:00p	51.1	7:30a	9.6	0.0	0.04	3.0	12.0	11:30a	W
25	54.4	58.1	4:00p	50.6	9:00a	10.6	0.0	0.29	3.8	18.0	2:30a	WNW
26	55.7	63.1	3:30p	49.4	12:00m	9.3	0.0	0.00	3.1	17.0	5:00p	WNW
27	53.7	63.2	3:00p	44.7	6:30a	11.3	0.0	0.00	1.6	11.0	1:30p	W
28	53.3	59.5	3:30p	50.7	7:00a	11.7	0.0	0.01	1.9	14.0	5:30p	W
29	53.4	59.1	1:30p	45.3	12:00m	11.6	0.0	0.00	2.0	13.0	3:30p	W
30	62.8	85.5	1:30p	43.7	3:30a	7.2	5.0	0.00	2.1	22.0	10:00a	E
	53.7	85.5	30	38.2	1	347.6	8.2	0.83	2.1	26.0	16	W

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

Max Rain: 0.46 ON 04/07/15

Days of Rain: 3 (>.01 in) 2 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For April 2015

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, May 7, 2015



Horse Meadow at 8400 feet typically has some of the deepest snowpack in the Tuolumne River basin. In most years, 60 to 80 inches of snow cover it in early May. This was the first year in which many of the snow courses were melted off by May 1st.

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	264,136		340,830		76,694		77.5%
Cherry ²	193,305		268,810		75,505		71.9%
Lake Eleanor ³	21,774		27,100		5,326		80.3%
Water Bank	186,047		570,000		383,953		32.6%
Tuolumne Storage	665,262		1,206,740		541,478		55.1%
Local Bay Area Storage							
Calaveras ⁴	23,440	7,638	96,824	31,550	73,384	23,912	24.2%
San Antonio	47,905	15,610	50,496	16,454	2,591	844	94.9%
Crystal Springs	49,203	16,033	58,377	19,022	9,173	2,989	84.3%
San Andreas	18,486	6,024	18,996	6,190	510	166	97.3%
Pilarcitos	2,373	773	2,995	976	621	203	79.2%
Total Local Storage	141,408	46,078	227,688	74,192	86,280	28,114	62.1%
Total System	806,670		1,434,427		627,758		56.2%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards in.

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

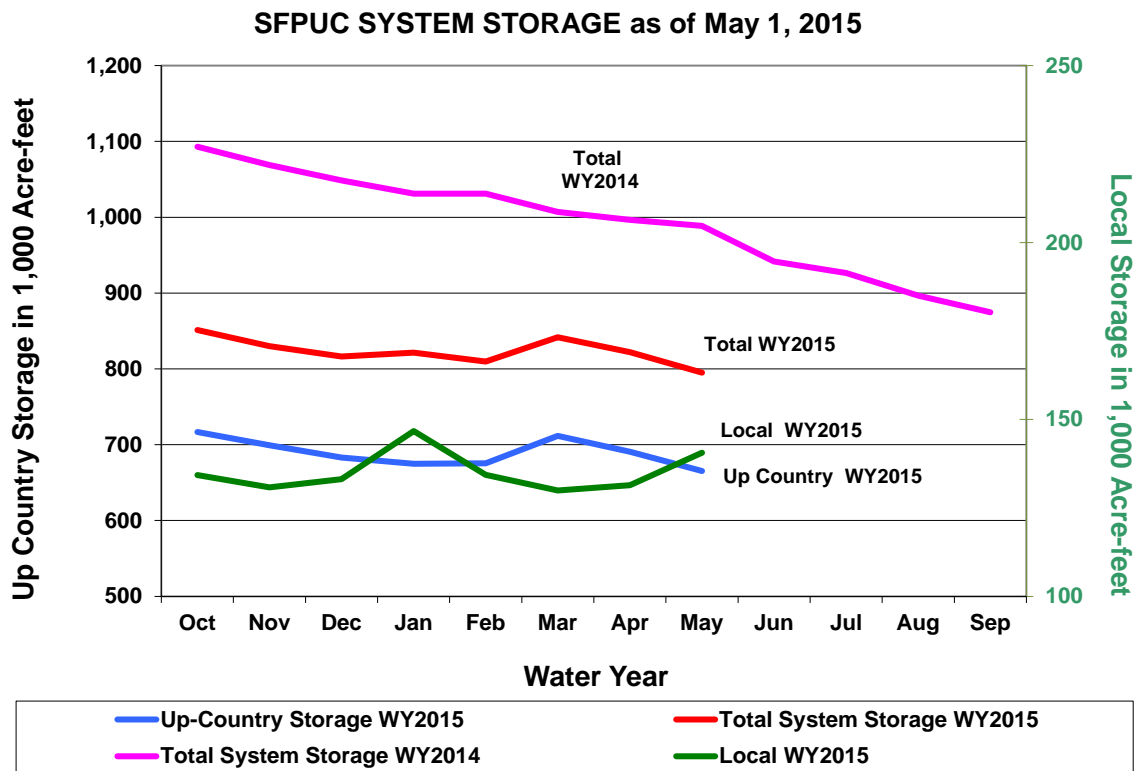


Figure 1: Monthly system storage for WY 2015

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The April six-station precipitation index was 2.97 inch, or 96.5% of the average index for the month.

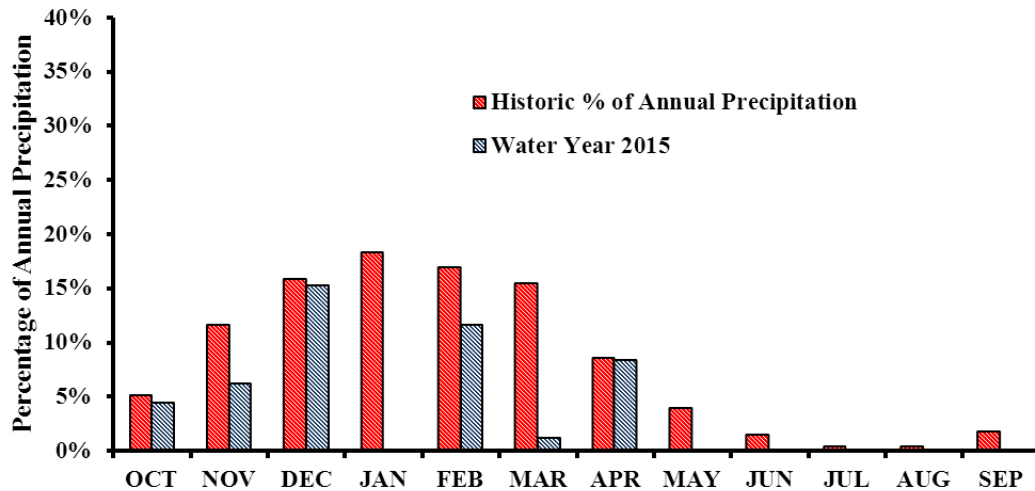


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2015 is 16.72 inches, which is 47.0% of the average annual water year total, or 51.4% of the annual-to-date. Hetch Hetchy received 4.01 inches of precipitation in April, for a water year total of 17.74 inches. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

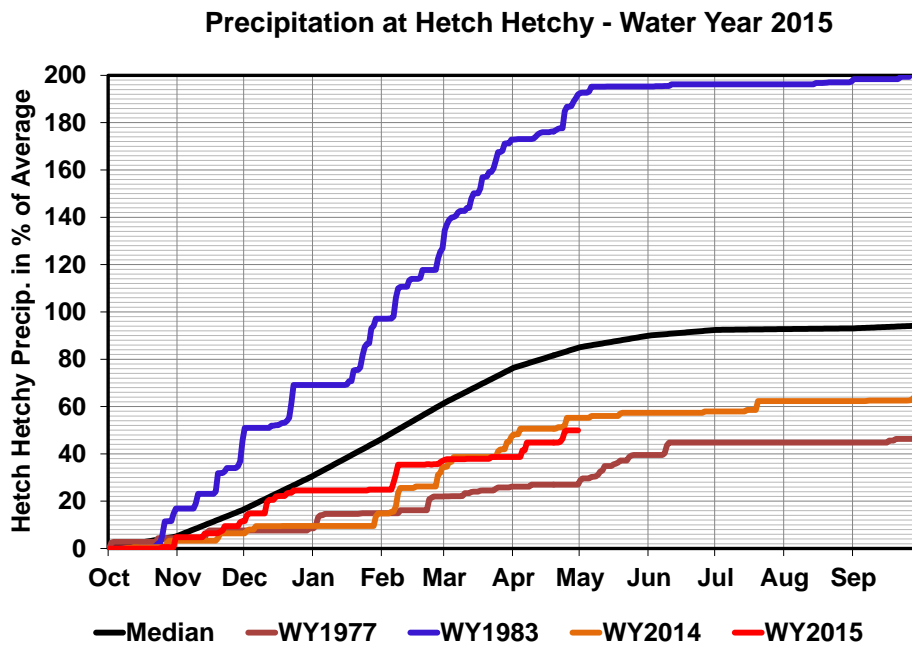


Figure 3: Water year 2015 cumulative precipitation measured at Hetch Hetchy Reservoir through April 30, 2015. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2014 are included for comparison purposes.

^{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 April 30th is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	April 2015				October 1, 2014 through April 30, 2015			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	43,458	88,140	90,262	48.1%	123,539	207,512	220,692	56.0%
Inflow to Cherry Reservoir and Lake Eleanor	29,550	72,413	73,229	40.4%	146,868	197,337	210,733	69.7%
Tuolumne River at La Grange	85,050	264,754	275,035	30.9%	361,894	787,865	881,815	41.0%
Water Available to the City	0	84,790	96,710	0.0%	50,188	242,623	324,135	15.5%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir during the month of April totaled 31,757 acre-feet to meet SJPL deliveries and instream release requirements.

The instream release schedule at Hetch Hetchy Reservoir for the month of April was year type C (dry conditions). This year type is based upon accumulated precipitation from October 1st, 2014 through March 31, 2015. The instream release requirement from Hetch Hetchy Reservoir was 35 cfs during April. The water year type was re-assessed on April 30th based on observed precipitation during water year 2015 to-date. Releases for the month of May 2015 are 50 cfs under the type C water year condition (dry conditions).

A power draft of 22,132 acre-feet was made from Cherry Reservoir during the month of April to meet District inflow obligations. 6,579 acre-feet of water was transferred by gravity flow from Lake Eleanor to Cherry Reservoir through April 30th. The required minimum instream release from Lake Eleanor and Cherry Reservoir for April was 5 cfs from each reservoir.

Local System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for the month was 29 MGD. The Sunol Valley Water Treatment Plant was on standby for the month and there was no production in April.

Local System Water Delivery

The average April delivery rate was 184 MGD which is a 3% decrease under the March rate of 189 MGD.

Local Precipitation

Two rain events pushed through the local area during the month. The April 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	2.10	72%	28.34	76%
Lower Crystal Springs	1.77	86%	21.92	85%
Calaveras	1.47	78%	14.39	69%

⁷ WY 2015: Oct. 2014 through Sep. 2015.

Snowmelt and Water Supply

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 25% of the long-term median (Figure 4). The median forecast of April-through-July runoff is about 270 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 225 TAF and 380 TAF. The median forecast for runoff into Hetch Hetchy Reservoir is 160 TAF or 27% of normal conditions. The forecast indicates that there is a less than a 25% chance (wet conditions occurring May through June) of Hetch Hetchy Reservoir filling during the runoff period.

The Tuolumne River Basin has received more precipitation than the recent historical low (1977 of 16.44 inches at the Hetch Hetchy gauge) in water year 2015. However much of the precipitation fell during warm storm events resulting in minimal snowpack accumulation. The April 1st and May 1st snow surveys during 2015 were the lowest on record which dates to 1948. Only 2 snow courses had measurable snow on them during the May 1st snow survey. As a result the forecasted snowmelt runoff is below the previous minimum observed in 1977 of 300 TAF. The warm rain events during the winter months did result in immediate runoff – such as the February storm event. As a result the forecasted cumulative water year runoff exceeds the historic minimum.

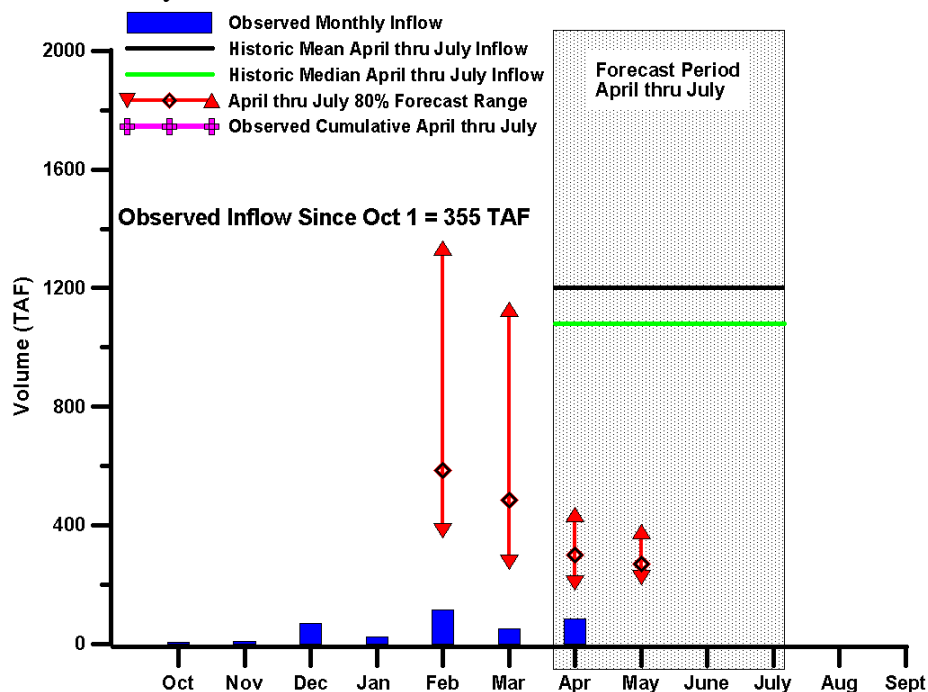


Figure 4: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

Unimpaired Flow at La Grange & Water Available to the City

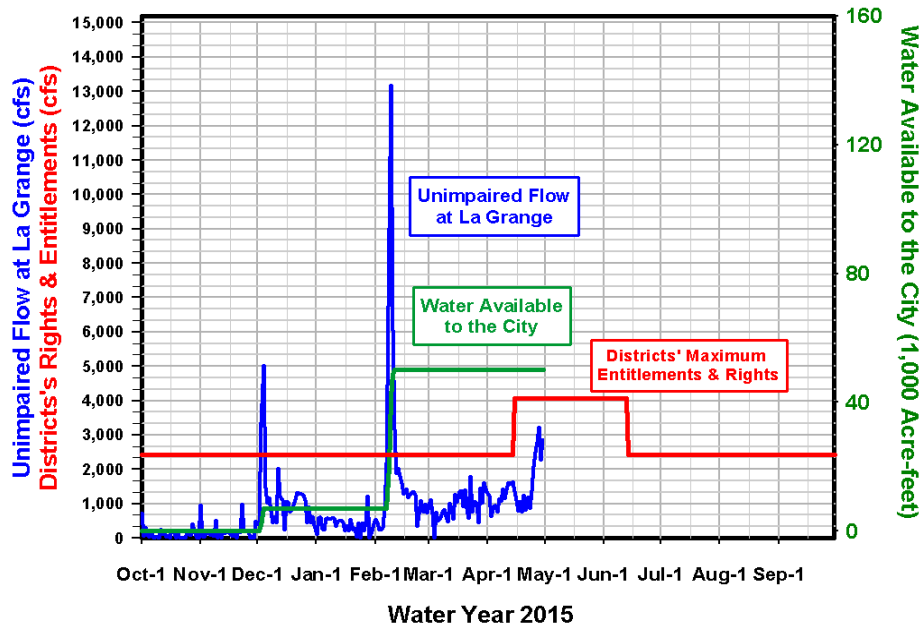


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 50,188 acre-feet of water has been available to the City for water year 2015 to-date.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: May 12, 2015

Date: May 4, 2015

Subject: Notice of Completion - Miramar Drive Pipeline Project

Recommendation:

That the Board of Directors takes the following actions:

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

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on March 23, 2015 for the Miramar Drive Pipeline Project.

The work consisted of constructing 190 linear feet of 6 inch diameter ductile iron water pipeline. The site of the work was in Miramar, an unincorporated community in San Mateo County. All work was within existing street right of way area.

The project was completed on May 1, 2015. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On the 1st of May, 2015 there was completed upon the hereinafter described real property a work of improvement as a whole named Miramar Drive Pipeline Project. The work consisted of constructing 190 linear feet of 6 inch diameter ductile iron water pipeline.

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

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

The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

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

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on May 12, 2015, at Half Moon Bay, California
(Date) (Place where signed)

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: May 12, 2015

Date: May 4, 2015

Subject: Notice of Completion - Phase 3A Avenue Cabrillo Pipeline Replacement Project

Recommendation:

That the Board of Directors take the following actions:

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

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on September 18, 2014 for the Phase 3A Avenue Cabrillo Pipeline Replacement Project.

The work consisted of construction of 2,000 linear feet of 6 inch and 4 inch diameter ductile iron water pipeline, 3 fire hydrants, replacing or reconnecting the existing customer water service connections, and asphalt concrete repaving of the pipeline. The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

The project was completed on May 1, 2015. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On the 1st of May, 2015 there was completed upon the hereinafter described real property a work of improvement as a whole named Phase 3A Avenue Cabrillo Pipeline Replacement Project. The work consisted of construction of 2,000 linear feet of 6 inch and 4 inch diameter ductile iron water pipeline, 3 fire hydrants, replacing or reconnecting the existing customer water service connections, and asphalt concrete repaving of the pipeline trenches.

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

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

The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

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

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on May 12, 2015, at Half Moon Bay, California
(Date) (Place where signed)

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 4, 2015

Subject: Third Amendment to Ailanto Properties Water Service Agreement

Recommendation:

Approve the attached Third Amendment to Water Service Agreement for the Ailanto Properties Pacific Ridge Subdivision

Background:

Following approval of the Water Service Agreement for Ailanto Properties' Pacific Ridge Subdivision (Agreement) in September 2009, the Agreement has been amended twice to accommodate changes to the project and delays caused by Albert Fong's illness, Ailanto's efforts to sell the project, and other factors:

- First Amendment – May 2012
 - Approved construction phasing plan (three phases)
 - Extended deadline for start of water system construction to September 8, 2014
 - Specified that meter installation and provision of water would be subject to District rules, regulations, orders, policies in place at the time, including possible restriction due to drought
- Second Amendment – May 2014
 - Extended deadline for start of water system construction to April 30, 2016

The attached Third Amendment includes the following:

- Modifies language of several sections to properly handle the phased construction approach approved in the First Amendment
- Extends the deadline for commencement of Phase 1 construction to July 1, 2016
- Provides that Phases 2 and 3 must begin construction by July 1, 2020. Note that these phases may be constructed separately or as a single, combined project.
- As requested by Ailanto, provides that the District may accept an irrevocable letter of credit in lieu of the required payment and performance bonds and approves a letter of credit for Phase 1

Staff recommends approval of the Third Amendment to the Agreement.

THIRD AMENDMENT TO WATER SERVICE AGREEMENT
AILANTO PROPERTIES PACIFIC RIDGE SUBDIVISION

THIS THIRD AMENDMENT is entered into this ____ day of _____, 2015, by and between **Coastside County Water District** ("District") and **Ailanto Properties, Inc.** ("Applicant").

WHEREAS, on September 8, 2009, District and Applicant entered into a Water Service Agreement in connection with the development of certain property located in the City of Half Moon Bay;

WHEREAS, on May 14, 2012, District and Applicant entered into an Amendment to the Water Service Agreement to approve the Applicant's Water Service Phasing Plan and to extend the time frame that the Applicant must commence installation of the Subdivision Utility System to no later than September 9, 2014 ("First Amendment");

WHEREAS, the Water Service Phasing Plan ("Phasing Plan") submitted by the Applicant and approved by the District in the First Amendment provides for the construction of the Project in three phases as follows: (1) Phase 1 – construction of 19 residential lots; (2) Phase 2 – construction of 26 residential lots; and (3) Phase 3 – construction of 18 residential lots. The installation of the Subdivision Utility System also will be completed in three phases; each phase of the Subdivision Utility System will be constructed to serve the residential lots developed within the corresponding phase;

WHEREAS, on May 13, 2014, District and Applicant entered into a Second Amendment to the Water Service Agreement to further extend the time frame that the Applicant must commence installation of the Subdivision Utility System pursuant to the Phasing Plan to no later than April 30, 2016 ("Second Amendment"); and

WHEREAS, District and Applicant desire to amend the Water Service Agreement to clarify certain provisions of the Water Service Agreement based on the Phasing Plan approved by the District in the First Amendment.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Installation. Paragraph A of Section 3, "Installation," of the Water Service Agreement is deleted in its entirety and replaced with the following paragraph:

"Applicant shall commence and complete installation of the Subdivision Utility System in the three phases established in the Phasing Plan. The Applicant shall commence installation of the Subdivision Utility System for Phase 1 no later than July 1, 2016 and shall complete the installation for Phase 1 within twelve (12) months after the commencement of said construction. The Applicant shall commence installation of the Subdivision Utility System for Phases 2 and 3 no later than July 1, 2020, and shall complete the installations of the Subdivision Utility System for Phases 2 and 3 within twelve (12) months after the commencement of the construction for each respective phase. The commencement of construction for each of the three phases may be extended for force majeure events not the fault of the Applicant. All provisions of this Water Service Agreement shall apply to each of the three phases of the Project."

B. Bonds. Section 6, "Bonds," of the Water Service Agreement is deleted in its entirety and replaced with the following section:

"At least ten (10) business days prior to commencing construction of each of the three phases of the Subdivision Utility System, Applicant shall furnish to District the following bonds, or alternate security as set forth below. The amount of each bond will be determined based on 100% of the cost of construction of each phase of the Subdivision Utility System, and based on cost estimates by Applicant and approved by the District Engineer no more than sixty (60) days prior to the commencement of construction. Applicant must submit the cost estimate to the District at least 60 (60) days prior to the commencement of construction to provide sufficient time for the District to review the cost estimate. The necessary bonds, and amounts for Phases 1, 2 and 3 are as follows:

A. Payment Bond: in the amount of 100% of the estimated cost of construction for the respective Phase to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

B. Performance Bond: in the sum of 100% of the estimated cost of construction for the respective Phase to guarantee the faithful performance of the terms of this Agreement; and

C. Maintenance Bond: in the sum of 10% of the estimated cost of construction for the respective Phase against defective materials and faulty workmanship for a period of two (2) years from and after acceptance of each Phase of the Subdivision Utility System by District ("2 year warranty"). A separate 2 year warranty will apply to each phase that will commence upon acceptance of each respective phase.

The bonds shall be in a form satisfactory to District. The surety or sureties must be qualified to do business in California. If any of the sureties, in the sole opinion of District, is or becomes irresponsible, District may require other or additional sureties which Applicant shall furnish to the satisfaction of District within ten (10) days after notice from District. In default thereof, District shall be released from all obligations under this Agreement. No prepayment or delay in payment and no change, extension, addition, or alteration or any provision of this Agreement or in the approved submittal documents referred to in Section 2 , above, and no forbearance or acceptance by or on the part of District shall operate to release any surety from liability on a bond. For each of the three phases of the Project, the obligations of the surety under the performance bond expire upon the acceptance of that particular phase of the Subdivision Utility System by the District and the obligation under the maintenance bond expires upon satisfactory completion of the 2 year warranty period of that particular phase of the Subdivision Utility System.

With the prior approval of the District, the Applicant may provide an Irrevocable Letter of Credit as alternate security in lieu of the bonds set forth above. The amount of the Irrevocable Letter of Credit shall be equal to 100% of the estimated cost of the particular phase of the Subdivision Utility System to be constructed. The Irrevocable Letter of Credit shall remain in place for the same periods of time required for the bonds. The Irrevocable Letter of Credit may be reduced to not less than ten percent (10%) of the cost of constructing the particular phase of the Subdivision Utility System covered by the Irrevocable Letter of Credit during the 2 year warranty period for that phase. The District approves an Irrevocable Letter of Credit as alternate security for Phase 1.

C. Conveyance of Title to Subdivision Utility System. Section 10, "Conveyance of Title to Subdivision Utility System," of the Water Service Agreement is deleted in its entirety and replaced with the following section:

"Full right, title and interest in and to all elements of each phase of the Subdivision Utility System installed pursuant hereto will be granted to District upon written notice of acceptance of that

particular phase thereof by District and without the necessity for any further action by Applicant. There shall be no obligation upon District to pay or reimburse to Applicant any part of the cost of Subdivision Utility System. Applicant warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics and materialmen liens that could arise from construction of the Subdivision Utility System, charges and encumbrances whatsoever. All water meters installed by the District are and will remain the property of District."

D. Acceptance by District. Section 12, "Acceptance by District," of the Water Service Agreement is deleted in its entirety and replaced with the following section:

"District shall accept each of the three phases of the Subdivision Utility System separately when all of the following conditions have been met for the particular phase that has been completed: (1) completion of the Subdivision Utility System; (2) written certification by District Engineer upon completion that the Subdivision Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence in a form acceptable to District that it has paid all costs incurred in constructing the Subdivision Utility System, including but not limited to paying in full all contractors, subcontractors, suppliers, vendors, and employees performing work on the Project; (4) performance by Applicant of all of its obligations under this Agreement which are to be completed prior to acceptance of the Subdivision Utility System, including payment of all sums due the District; and (5) furnishing by Applicant of drawings of the completed improvements showing "as-built" conditions, in paper (2 copies) and electronic format (.pdf and .dwg files) .

Upon acceptance, and payment for the cost of meter installation, District shall provide water utility service to the phase of the Project completed.

Upon acceptance, Applicant shall be relieved of all future obligation to maintain, improve, service, or repair that phase of the Subdivision Utility System, subject to its obligation to repair defects, which obligation is secured by the maintenance bond provided for in Section 6.C., for the duration of the term of such bond (i.e., two (2) years after acceptance)."

E. Effect. Except for the modifications to the Water Service Agreement expressly set forth in this Third Amendment, the terms and conditions of the Water Service Agreement, as amended by the First Amendment and Second Amendment, remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Third Amendment by their duly authorized representatives as of the day and year first above written.

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary

AILANTO PROPERTIES, INC.

By: _____
Name: _____
Its: _____

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 5, 2015]

**Subject: Professional Services Agreement with Kennedy/Jenks
Consultants for Design of the Denniston Treated Water Booster
Station and Transmission Pipeline**

Recommendation:

Authorize the General Manager to execute a Professional Services Agreement with Kennedy Jenks Consultants for design of the Denniston Treated Water Booster Station and Transmission Pipeline for a time-and-materials cost not to exceed \$292,000.

Background:

Since the Denniston Water Treatment Plant (WTP) began operation in 1974, the District has recognized that hydraulic limitations in the District's transmission and distribution network restrict the amount of water available from Denniston. Completion of the new El Granada Pipeline in 2008 removed most of the hydraulic restriction between Denniston and the Half Moon Bay tanks, but a bottleneck still exists between Denniston WTP and the El Granada Pipeline's northern terminus at El Granada Tank No. 1. A July 2010 technical memorandum by District Engineer James Teter concluded that the maximum gravity flow from the Denniston tank is currently about 400 gallons per minute (gpm), and that making full use of the plant's 1,000 gpm capacity would require a treated water booster station. Because pushing the high flows through the existing piping along Bridgeport Drive will require more pressure than the older cast iron lines in this neighborhood can reliably handle, the District must also construct about 3,500 feet of new transmission pipeline from the northern end of Bridgeport Drive to a connection point with an existing 12-inch main at the northern end of Coral Reef Avenue.

In June 2012, during construction of the Denniston WTP improvements, the District retained Kennedy/Jenks Consultants to prepare a preliminary design report for the Denniston Treated Water Booster Station. Kennedy/Jenks received an additional contract in June 2013 to update the District's hydraulic model in order to refine the hydraulic design of the booster station and transmission pipeline. The District then deferred further design effort pending completion of the Final Environmental Impact Report (FEIR) for the Denniston/San Vicente Water Supply Project. Following certification of the FEIR in February 2015, work on the booster station and pipeline should now proceed to the design phase.

STAFF REPORT

Agenda: May 12, 2015

Subject: Professional Services Agreement with Kennedy/Jenks

Page Two

Kennedy/Jenks has submitted the attached proposal dated May 5, 2015 for design of the booster station and pipeline, preparation of project bid documents, and assistance with the bidding and award process. The total cost for these services, billed on a time-and-materials basis, would be an estimated \$299,960. The project schedule indicates completion of the design work in late 2015, allowing the District to call for bids in early 2016 and begin construction by late Spring of 2016.

Staff recommends that the Board approve execution of a Professional Services Agreement with Kennedy/Jenks based on their May 4, 2015 proposal.

Fiscal Impact:

Cost of approximately \$300,000. The Capital Improvement Program budget for FY2015-16 includes \$310,000 for design of the Denniston Treated Water Booster Station and Bridgeport Pipeline.

Kennedy/Jenks Consultants

Engineers & Scientists

303 Second Street, Suite 300 South
San Francisco, California 94107
415-243-2150
FAX: 415-896-0999

5 May 2015

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

Subject: Proposal for Denniston Treated Water Pump Station and Transmission Pipeline
Construction Documents and Bid-phase Support Services
K/J B15049

Dear Mr. Dickson:

As requested, Kennedy/Jenks Consultants (Kennedy/Jenks) is pleased to submit this proposal for final design, preparation of construction documents (plans and specifications), and bid-phase support to the Coastside County Water District (District) for the Denniston Treated Water Pump Station and Transmission Pipeline project.

Background

The District's recently completed Denniston Creek Water Treatment Plant (DCWTP) is rated for a capacity of 1,000 gpm; however, it is unable to maximize potable water production due to conveyance limitations within the potable water distribution system. Maximizing deliveries from this treatment plant is desirable because water produced at the Denniston facility is much less expensive compared to water supplied from the District's Nunes Water Treatment Plant (NWTP). Thus, the purpose of this project is to design a treated water pump station at the Denniston Reservoir site that will increase conveyance capacity to 600 gpm, initially, with the ability to upgrade to match the capacity of the treatment plant (1,000 gpm) in the future.

In March, 2013, Kennedy/Jenks completed a preliminary design report for the treated water pump station. That document established a basis of design for the new pump station; however, pressure transients in the distribution system prevented Kennedy/Jenks from finalizing a duty condition for the new pumps, so further work on the project design was deferred. More recently, new tests were performed that allow the duty condition to be determined.

Presently, flow into the distribution system from Denniston Tank is limited to about 400 gpm, due to pressure constraints within the network. Water mains in several low-lying areas are vulnerable due to the age and condition of the pipe materials. Thus, this project also includes

Mr. David Dickson
Coastside County Water District
5 May 2015
Page 2

engineering services to design a transmission pipeline for the treated water pump station that will bypass the vulnerable area.

Understanding

Based on the recommendations presented in the preliminary design report and subsequent communications with District staff, Kennedy/Jenks understands this project consists of the following design elements:

Pump Station Siting

The new treated water pump station (TWPS) will be constructed adjacent to the existing raw water pump station at the Denniston Reservoir site. The proposed site is on District-owned property on an earthen dam that forms the existing Denniston Reservoir. Grading of the proposed site will be limited to that necessary to construct a foundation for the new pump station. No retaining walls or import of fill is anticipated. There is no paving at the existing site, so the finish surface will consist of a single lift of crushed rock, similar to the existing surface treatment. A pump-station building will be located within the existing fence line, with the following exception: the suction manifold will be relocated outside the building footprint to facilitate access to buried suction-isolation valves. This change is recommended to reduce the cost of the building.

Pump Station Building

The new building will be 420 square feet, single-story structure, consisting of tan split-face concrete masonry. A steel roof will be provided with removable skylights to permit access to the pumps and motors. A parapet wall will be provided around the roof perimeter. Principal dimensions of the building and equipment layout have already been established in the preliminary design report.

Doors and frames will be fabricated from galvanized steel. Industrial quality doors, hardware and finishes will be specified. Flashing and hardware will be stainless steel or aluminum.

Ventilation for the new building will be limited to a fractional-horsepower exhaust fan. The building will be an unmanned facility, so designing HVAC for human comfort is not anticipated. Similarly, restroom facilities, and connections to sanitary sewers are not anticipated.

The building would be classified as an F-2, low-hazard industrial occupancy by the California Building Code. Fire sprinklers are not required for this building.

Electrical Distribution

The new building will be served from the existing electrical service that supplies the raw water pump station; a new PG&E service is not anticipated. The motor-control center and variable-speed drives for the new pumps will be located in the existing pump station. Disconnect switches for the new pumps will be located within the new building. Backup power for lighting

Mr. David Dickson
Coastside County Water District
5 May 2015
Page 3

and pumps is not anticipated. However, an uninterruptable power supply (UPS) will be designed to provide temporary power to the SCADA equipment.

Pump Equipment

Initially, firm-capacity of the pump station will be designed for 600 gallons per minute, with one duty pump and one standby pump. Provisions will be made to facilitate addition of a third identical pump in the future. This upgrade should allow the pump station to convey up to approximately 1,000 gallons per minute, which corresponds to the rated capacity of the existing water treatment plant.

Duty conditions for the new pumps will be defined based on results from a pump test conducted on 28 April 2015. Results from this test were limited to 415 gallons per minute, so a duty condition for 600 gallons per minute will be extrapolated from this value. Additional extrapolation will be required to estimate firm capacity when the future third pump is installed (i.e., 2 duty pumps + 1 spare). It should be noted that there is significant uncertainty in predicted firm capacity when the third pump is installed.

Ultimately, the District is interested in expanding firm capacity beyond 1,000 gallons per minute; however, the ultimate firm capacity has not been established, at this point. Such an upgrade may require replacement or upgrades to all of the pumps and motors that are initially installed. To accommodate this potential upgrade, suction and discharge laterals will be upsized based on the ultimate firm capacity, as established by the District. In addition, the following accommodations are anticipated:

- suction cans for the vertical-turbine pumps will be upsized to accommodate one additional bowl assembly
- electrical infrastructure will be designed in such a way to facilitate upgrades, in the future, as may be required for the ultimate pumps and motors

Process Control and SCADA

The existing PLC installed at the raw-water pump station will be used for monitoring and control of the new pump station. Pump-sequencing logic for the new pump station will be added to the PLC to allow three distinct control modes:

- **Flow control** – modulates pumps to achieved user-specified flow set point
- **Pressure control** – modulates pumps to achieve user-specified pressure set point
- **Level control** – modulates pumps to achieve user-specified level set point in the Denniston clear well

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The District recognizes that existing pressure fluctuations in the distribution system will have a negative effect on process control stability. A separate District effort is underway to identify the cause and potential solutions to stabilize distribution pressures.

Communications between the new pump station and the SCADA Master will be via the existing PLC and telemetry equipment. Effort required to perform radio site surveys and/or analysis of communications alternatives is not anticipated.

Transmission Pipeline

Previous flow tests conducted at the pump-station site revealed that flows above 400 gpm can cause excessive pressures (i.e., ≥ 150 psig) in low-lying areas of the distribution system. This particular area of the main distribution zone is old cast iron pipe that is prone to failure. The combination of excessive pressure and vulnerable pipe effectively limits the amount of low cost water that can be supplied by the Denniston Water Treatment Plant. The District has determined that the best way to protect the existing distribution system is to merge the vulnerable area with an adjacent subzone that is already protected with pressure-reducing valves. This approach requires a new transmission main to connect the new pump station with the main zone of the distribution system.

There are two potential pipe routes of interest to the District:

- Via Bridgeport Drive and Coral Reef Avenue
- Cross-country route to tie-in location near the intersection of Coral Reef and Savilla Avenues

The District is interested in evaluating the two routes to provide a business case for selecting a preferred alternative. The evaluation should include considerations of construction cost, time to implement including easement acquisitions, and construction impacts to rate payers and affected property owners.

Kennedy/Jenks assumes that the preferred route will be via Bridgeport/Coral Reef for purposes of estimating the level of effort to prepare contract-documents. Additional engineering effort will be required to support the easement acquisition process related to the cross-country route.

Scope of Services

Phase Breakdown and Task Descriptions

The engineering effort covered under this scope of work is divided into four (4) phases:

- PHASE A – Alternative Analysis
- PHASE B – Construction Documents (Plans and Specifications)

Mr. David Dickson
Coastside County Water District
5 May 2015
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- PHASE C – Bid-phase Services
- PHASE D – Project Management & QA/QC

Kennedy/Jenks' technical approach and assumptions are described in the following task breakdown.

PHASE A – Alternative Analysis

Task A1 – Analyze Two Pipeline Routes

Approach:

- Use readily-available digital mapping and public-domain parcel maps to identify parcels affected by each route alternative.
- Compare estimates of probable construction costs. Accuracy of cost estimates will be limited to that necessary to estimate a cost difference between the two alternatives.
- Estimate and compare timelines for real estate transactions.
- Identify and compare potential environmental impacts.
- Recommend a preferred alternative based on an analysis of costs, benefits and impacts to property owners.
- Document findings and recommendations in a technical memorandum (TM).

Meetings:

- One conference call to discuss District's written review comments to the draft TM.

District-Furnished Information:

- Parcel mapping and associated metadata in GIS-compatible format.
- Local unit costs for purposes of estimating permanent and temporary construction easements expenses.
- Historical unit costs for water main installation and pavement overlays.
- Written review comments to draft TM.

Deliverables:

- Draft and final TM No. 1 (pipeline alternative analysis).
- Meeting minutes from conference call.

Mr. David Dickson
Coastside County Water District
5 May 2015
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Task A2 – Evaluate Pump Alternatives

Approach:

- Use results from recent pump testing to establish duty conditions for the following pumping alternatives:
 - ✓ Recommended rated conditions for an initial firm capacity of 600 gallons per minute using a single duty pump + one identical standby pump. Future firm capacity will be estimated assuming an identical third pump is installed
 - ✓ Recommended rated conditions to accommodate a future firm capacity of 1,000 gallons per minute using three identical pumps (2 duty + 1 standby). Initial firm capacity will be estimated assuming 1 duty pump plus 1 spare pump is installed. This may or may not yield a 600 gallon-per-minute firm capacity
 - ✓ Recommended rated conditions to accommodate a future firm capacity that will be established by the District. That duty condition would be provided by three identical pumps (two duty + one standby). Initial firm capacity will be estimated assuming 1 duty pump plus 1 standby pump is installed. This may or may not yield a 600 gallon-per-minute firm capacity
- Analyze feasibility of using horizontal split-case pumps instead of vertical turbines, for the chosen pumping alternative. If this style of pump is found to be suitable for the proposed duty conditions, compare installed costs of both pump types.

Meetings:

- One conference call to establish the desired firm capacity based on Kennedy/Jenks' findings and recommendations
- One conference call to discuss District review comments to draft TM

Deliverables:

- Draft and Final TM No. 2 (pump alternatives)
- Meeting minutes from 2 conference calls
- Written review comments to draft TM

PHASE B – Construction Documents (Plans, Specifications, and Cost Estimates)

This phase of work consists of the effort planned to complete biddable construction documents for the treated water pump station and transmission pipeline. Construction documents will be

Mr. David Dickson
Coastside County Water District
5 May 2015
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prepared incrementally to provide opportunities for District review and feedback. Accordingly, 90% and final design subtasks will begin after the District has provided written review comments on preceding design submittal. Phase B is divided into the following subtasks:

- Subtask B.1 – 50% Design (plans and cost estimate)
- Subtask B.2 – 90% Design (plans, specifications and cost estimate)
- Subtask B.3 – Final Design (final bidding documents)
- Subtask B.4 – Geotechnical Investigation and Report
- Subtask B.5 – Surveying and Mapping

The following is a preliminary list of drawings anticipated for this phase of work:

1. G-1 - Drawing Index, Location and Vicinity Maps
2. G-2 - General Drawing Notes, Legend & Abbreviations*
3. G-3 - Key Map & Survey Control Diagram*
4. C-1 - Civil General Notes, Legend & Abbreviations*
5. C-2 - Civil Plan & Profile STA 1+00 - 11+00
6. C-3 - Civil Plan & Profile STA 11+00 - 21+00
7. C-4 - Civil Plan & Profile STA 21+01 - 31+00
8. C-5 - Civil Plan & Profile STA 31+00 - 41+00
9. C-6 - Civil Site Plan
10. C-7 - Civil Details (pipeline)
11. C-8 - Civil Details (pump station)
12. A-1 - Architectural Code Synopsis, Schedules & Details
13. A-2 - Architectural Plan & Exterior Elevations
14. A-3 - Architectural Sections & Roof Details
15. S-1 - Structural General Notes, Special Inspections and Abbreviations*
16. S-2 - Structural Concrete Notes and Typical Details*
17. S-3 - Structural Masonry Notes and Typical Details*
18. S-4 - Structural Foundation Plan
19. S-5 - Structural Roof Framing Plan
20. S-6 - Structural Sections*
21. M-1 - Mechanical General Notes, Legend & Abbreviations*
22. M-2 - Mechanical Plan
23. M-3 - Mechanical Sections & Details
24. E-1 - Electrical General Notes, Legend & Abbreviations*
25. E-2 - Electrical Site Plan
26. E-3 - Electrical Partial Plan
27. E-4 - Electrical Details*
28. E-5 - Electrical Schedules*
29. E-6 - Electrical Single-Line Diagram

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- 30. I-1 - Instrumentation General Notes, Legend & Abbreviations*
- 31. I-2 - Instrumentation P&ID
- 32. I-3 - Instrumentation SCADA Block Diagram & Details

Drawings denoted with an * will not be included with the 50% submittal.

All drawings will be submitted in half-size format (11x17).

Task B.1 – 50% Design (Plans, Specifications, and Cost Estimate)

Approach:

- Prepare drawings in sufficient detail to show the proposed layout and sizing of new facilities, materials of construction, and interfaces with existing infrastructure.
- Estimate cost of construction.
- Prepare pump specification.

Deliverables:

- Three (3) sets of bound 50% documents.

Site Visits:

- One (1) site visit by the electrical engineer to field verify interfaces with existing power distribution and SCADA infrastructure.

Task B.2 – 90% Design (Plans, Specifications, and Cost Estimate)

Approach:

- Incorporate District review comments to the 50% submittal.
- Submit all drawings and specifications.
- Edit District's pro-forma boilerplate documents consisting of bid forms, construction agreement, general and supplementary conditions. Incorporate District's instructions including insurance and bonding requirements, liquidated damages and supplementary conditions. Legal review of boilerplate documents is not anticipated.
- Update Engineer's estimate of probable construction cost.

Deliverables:

- 90% Submittal – three (3) bound sets of plans, specifications and cost estimate.

District-furnished Information:

- Detailed instructions for editing the District's boilerplate documents.

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Task B.3 – Final Design (Final Bidding Documents)

Approach:

- Prepare sealed and signed bidding documents (plans and specifications).
- Update 90% cost estimate based on District review comments to the 90% submittal.
- Printing and distribution of bidding documents to be provided by District.

Deliverables:

- Three bound sets of final bidding documents (plans and specifications).
- Engineer's estimate of probable construction costs.
- CDROM with bid documents in electronic format (pdf).

Task B.4 – Geotechnical Investigation and Report

Approach:

- Perform site reconnaissance by geotechnical engineer.
- Complete subsurface investigation under guidance of geotechnical engineer. Log and sample up to twelve (12) borings at depths ranging from 5- to 45-feet. Two (2) of the borings are planned at the pump-station site. The remaining borings will occur along the pipeline alignment at 500-foot intervals.
- Obtain samples for classification and shear-strength testing.
- Record blow counts from Standard-Penetration Sampler.
- Record water levels in each boring.
- Perform geotechnical analysis and provide recommendations for construction.
- Review 90% design documents for conformance with geotechnical recommendations.

Deliverables:

- Three (3) bound copies of geotechnical report.

Task B.5 – Surveying and Mapping

Approach:

- Enhance previous topographic mapping in the immediate vicinity of the pump-station site.
- Map existing property corners at pump-station site.
- Set temporary horizontal and control benchmarks.
- Survey and map pipeline alignment within the public right of way (back of sidewalk to back of sidewalk).
- Show the location of pavement, sidewalks, curb lines and utility features within the project area.

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- The location of underground utilities lines such as gas, water, and electric, will be shown based upon available agency records and correlated with existing surface features surveyed in the field.
- Invert elevations for storm and sanitary sewers will be field-surveyed.
- Plot the location of the road rights-of-way and property lines based on centerline control monuments, if readily available. If no monuments exist, we will plot the right-of way lines based on record data, lines of occupation or a split of the street improvements.
- Contours will be shown at 1-foot intervals or as appropriate to clearly define the slopes. Spot elevations on ground will be shown to an accuracy of 0.1 (one tenth) of a foot.
- Finish floor elevations and elevations on hard surfaces will be shown to an accuracy of 0.01' (one hundredth) of a foot.

Deliverables:

- Three sets of Draft and final background maps
 - 11 x 17
 - 1" = 40'

District-Provided Services:

- Provide mapping of District's buried utilities.
- Provide written review comments to the draft background maps.
- Verify accuracy of District's mapped utilities.

The following efforts are not anticipated in the level of effort planned for this project:

- Mechanical detection and potholing of existing utilities.
- Setting permanent benchmarks.
- Filing record of survey.

PHASE C – Bid-phase Services

This phase of work consists of the effort planned to assist the District with administering the project bid phase. Phase C is divided into the following subtasks:

- Task C1 – Pre-Bid Meeting
- Task C2 – Respond to Bidders' RFIs
- Task C3 – Addendum (1)
- Task C4 – Evaluate Bids

Assumptions:

- Duration of bid period will be limited to 30 calendar days
- District will be responsible for all advertisement activities
- District will be responsible for distributing bid documents to potential bidders

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- Bid-phase concludes when Task C4 is completed

Task C1 – Attend Pre-Bid Meeting

Approach:

An engineer from Kennedy/Jenks' project staff will attend one pre-bid meeting that will be facilitated by the District. The engineer will describe the project scope to potential bidders and record bidders' questions for response via addendum.

Deliverables:

- Meeting minutes

District-Provided Services:

- Meeting space

Task C2 – Respond to Bidders' RFIs

Approach:

Provide written responses to Bidders' written RFIs (up to five) to the extent they can be answered by direct references to the contract documents. Where additional clarifications are required, responses will be provided by addendum as described under Subtask C3, below. Responses will be emailed to recipients listed on the District's official plan-holders' list.

Deliverables:

- Written responses (up to five)

District-Provided Services:

- Create and maintain list of plan holders
- Transmit changes to plan-holders' list to Kennedy/Jenks

Subtask C3 – Prepare Addendum

Prepare up to one (1) addendum, if required. Transmit addendum documentation to bidders identified on the official plan-holders' list. The addendum will be issued one week prior to bid opening.

Deliverables:

- One (1) addendum

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District-Provided Services:

- Maintain plan-holders list
- All advertisement activities
- Provide/coordinate all reproduction of bid documents

Subtask C4 – Evaluate Bids

Review completed bid forms from the apparent low bidder to verify that the required documentation was submitted with their bid. Review breakdown of costs to check for arithmetic errors. Report our findings and recommendations to District.

Deliverables:

- Letter of recommendation

District-Provided Services:

- Transmit completed bid forms from apparent low bidder

PHASE D – Project Management & QA/QC

This phase of work consists of the following tasks:

- Task D.1 – Project Setup
- Task D.2 – Prepare Site-specific Hazard Assessment & Recognition Program (HARP)
- Task D.3 – Meetings
- Task D.4 – Quality Assurance/Quality Control (QA/QC)
- Task D.5 – Conference Calls, Status Reports & Correspondence (X 9 months)
- Task D.6 – Monthly status reports

Task D.1 – Project Setup

Approach:

- Setup project accounting system and files
- Setup project FTP site for electronic exchange of reference documents and submittals
 - Create and distribute login credentials for all client stakeholders
- Collect and organize reference data from client
 - Prepare data request
 - Log reference materials
- Prepare work plan
 - Update schedule of milestones

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- Coordinate staffing assignments
- Establish standards and protocols
- Establish content requirements for all deliverables

- Setup sub-consultant contracts
 - Surveyor
 - Geotechnical engineer

Deliverables:

- none

Task D.2 - Prepare Site-specific Hazard Assessment & Recognition Program (HARP)

Approach:

Kennedy/Jenks' designated safety official will perform the following:

- Interview Project Manager to identify job-hazards.
- Review District's existing HARP (or equivalent document) if available – brief all staff performing field work at site.
- Prepare site-specific hazard-assessment-recognition plan (HARP) for Kennedy/Jenks staff, including subconsultants – brief all staff performing field work at site.

Deliverables:

- Hazard Assessment and Recognition Plan (HARP).

Task D.3 - Meetings

Approach:

Lead the following meetings to be conducted at the District's main office:

- Kickoff meeting and site visit
- 50%-Review meeting
- 90%-Review meeting

Meetings will be attended by Kennedy/Jenks' project manager and the project engineer.

Deliverables:

- Meeting agendas
- Meeting minutes

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Task D.4 – Quality Assurance/Quality Control (QA/QC)

Approach:

- Manage QA/QC effort in accordance with Kennedy/Jenks' standard procedures.
 - Prepare quality plan
 - ◆ Assign reviewers
 - ◆ Identify milestones requiring QA/QC review
 - ◆ Update quality plan
 - ◆ Document results/actions
 - Generate checklists
 - Perform concept and criteria review by senior staff

Deliverables:

- None anticipated

Task D.5 – Conference Calls, Status Reports & Correspondence (x9 months)

Approach:

- Prepare nine (9) monthly status report to communicate the following project information:
 - work completed
 - upcoming work
 - budget summary
 - potential out-of-scope work
- Coordinate activities of team to ensure conformance with scope, schedule and budget
 - Weekly staff coordination
- Routine client communications
 - Email correspondence
 - Telephone calls

Deliverables:

- Monthly status reports (up to nine (9))

Task D.6 – Change Management (Additional Optional Task)

Approach:

The purpose of this task is to set aside a budget allowance to facilitate unforeseen work requests that are not already covered under this scope of work. This approach is preferred over

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a contract amendment due to scheduling constraints and the length of time needed to approve amendments, should the need arise.

A budget allowance of \$10,000 will be established for use at the District's direction. Funds from this allowance may only be accessed with express written authorization from the District.

Deliverables:

- Work task modifications, including new scoping and budget planning
- Other deliverables as negotiated between District and Kennedy/Jenks

Project Team

Kennedy/Jenks proposes the following key project team members for final design of the treated water pump station and pipeline. These key team members bring relevant experience and expertise in pump station and pipeline design including first-hand knowledge of the District's distribution system and hydraulic conditions.

Principal-In-Charge - Joel Faller, P.E. – As Principal-in-Charge, Joel will be responsible for contractual matters, mobilization of our resources for the project and for maintaining our high quality design standards. Joel served in a similar role on the Denniston Creek WTP Improvements and on other projects for the District. Joel has 35 years of experience in project management and engineering, with expertise in planning, design, and construction of water supply, treatment, storage, pumping and distribution facilities.

Project Manager - Rod Houser, P.E. – Rod will serve as our Project Manager. Rod Houser has over 20 years of civil engineering experience in the planning, design and construction of water conveyance systems. Rod has specialized expertise in pump station analysis and design including hydraulic modeling, pump testing, system analysis, troubleshooting, pump controls, and energy optimization. His experience includes hydraulic and pump analysis in preparation of the Preliminary Engineering Report (PDR) for the Denniston Treated Water Pump Station. He is also an adjunct lecturer at Santa Rosa Junior College where he has taught a course on pumps and hydraulics since 2012.

Project Engineer - Aileen Kondo, P.E. – Aileen Kondo has nearly 10 years of experience in developing preliminary design reports, facility hydraulic capacity analysis, pump system design, chemical system design, treatment process design and development of operations plan and operations manuals for water conveyance and treatment facilities. Aileen's experience includes planning, design and construction support for the Denniston Creek WTP Improvements and the hydraulic analysis and evaluation for the San Vicente Creek Pipeline and Intake Structure.

Architecture - Dan Wright, AIA - Dan Wright, Architect, has many years of experience on a variety of municipal and industrial projects include water pump stations, treatment plants and storage facilities. Dan provided the architectural planning and design support for the Denniston Creek WTP Improvements and for the Preliminary Design Report (PDR) for the Denniston Treated Water Pump Station.

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Electrical - Tony Wakim, P.E. - Tony Wakim has over 40 years of experience in electrical and instrumentation and control systems for water pump stations, treatment plants and storage facilities. He has organized the work effort and prepared plans and specifications for such projects including the Denniston Creek WTP improvements. He also has written the electrical section of Operations & Maintenance (O&M) manuals and has been involved in construction start-up.

Structural - Peter Symonds, P.E. - Peter Symonds is a civil engineer whose primary area of experience is in structural analysis and design of buildings and tank structures in earthquake regions. His experience includes analysis, design and rehabilitation of municipal buildings and water containing structures subjected to static and hydrodynamic loads, notably from earthquakes.

Pipeline Design - Bryan Heinzelman, EIT - Bryan Heinzelman has over a decade of experience in the water works industry. In his time working with Kennedy/Jenks, Bryan has worked on several large diameter pipeline and pump station projects, performing a variety of jobs including: cost estimation, material comparison, routing study, and pipeline condition assessment.

Basis of Compensation

Budget

Kennedy/Jenks proposes to complete the scope of work, for basic services, for a budget of \$299,960. Work will be invoiced on a time-and-expense basis in accordance with on our January 1, 2015 Schedule of Charges (attached). We have not included our standard 4% communications surcharge (\$9,790) based on prior negotiations with the District on other project authorizations. A summary of the recommended phase budgets is provided below:

Phase	Fee Proposal
Phase A – Alternatives Analysis	\$15,180
Phase B – Construction Documents (Plans, Specs & Estimate)	\$245,470
Phase C – Bid-phase Services	\$9,770
Phase D – Project Management & QA/QC	\$29,540
Total	\$299,960

We recommend that the District set aside an allowance of \$10,000 to accommodate District-requested additions or changes in scope. A description of how this allowance would be used is described under “Task D6 – Change Management” in the preceding scope breakdown. With this allowance the total budget estimate is **\$309,960**. A breakdown of the project budget is provided in the attached fee estimate spreadsheet.

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Schedule

A proposed project schedule is attached. The schedule is based on a 10-month duration for the project design and bid phase period with an assumed notice to proceed in late May 2015 and the pump station and pipeline design completed in early December 2015.

Terms and Conditions

This proposal is based on current projections of staff availability and costs and, therefore, is valid for 90 days following the date of this letter. This proposal also assumes that we will contract with the District under similar terms that were previously negotiated for other District projects.

Thank you for considering us for this work. We look forward to working with you on this next project phase for design of the Denniston treated water pump station and transmission pipeline to optimize use of the District's local surface water supply.

Authorization

If this proposal is acceptable to the District, please sign and return a copy so that we can proceed with this work.

Very truly yours,

KENNEDY/JENKS CONSULTANTS, INC.



Joel A. Faller, PE
Vice President

AUTHORIZATION:

COASTSIDE COUNTY WATER
DISTRICT

By: _____
(Signature)

(Print Name)

Title: _____

Date: _____

Enclosures

cc: Rod Houser, K/J

Client/Address: Coastside County Water Agency
 766 Main Street
 Half Moon Bay, CA 94018

Contract/Proposal Date: 5/5/2015

Schedule of Charges

January 1, 2015

Personnel Compensation

Classification	Hourly Rate
CAD-Technician	\$120
Designer-Senior Technician	\$155
Engineer-Scientist-Specialist 1	\$130
Engineer-Scientist-Specialist 2	\$145
Engineer-Scientist-Specialist 3	\$160
Engineer-Scientist-Specialist 4	\$175
Engineer-Scientist-Specialist 5	\$190
Engineer-Scientist-Specialist 6	\$215
Engineer-Scientist-Specialist 7	\$235
Engineer-Scientist-Specialist 8	\$250
Engineer-Scientist-Specialist 9	\$270
Project Administrator	\$110
Administrative Assistant	\$90
Aide.....	\$70

In addition to the above Hourly Rates, a four percent Communications Surcharge will be added to Personnel Compensation for normal and incidental copies, communications and postage.

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

Reimbursement for use of computerized drafting systems (CAD), geographical information systems (GIS), and other specialized software and hardware will be at the rate of \$12 per hour.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

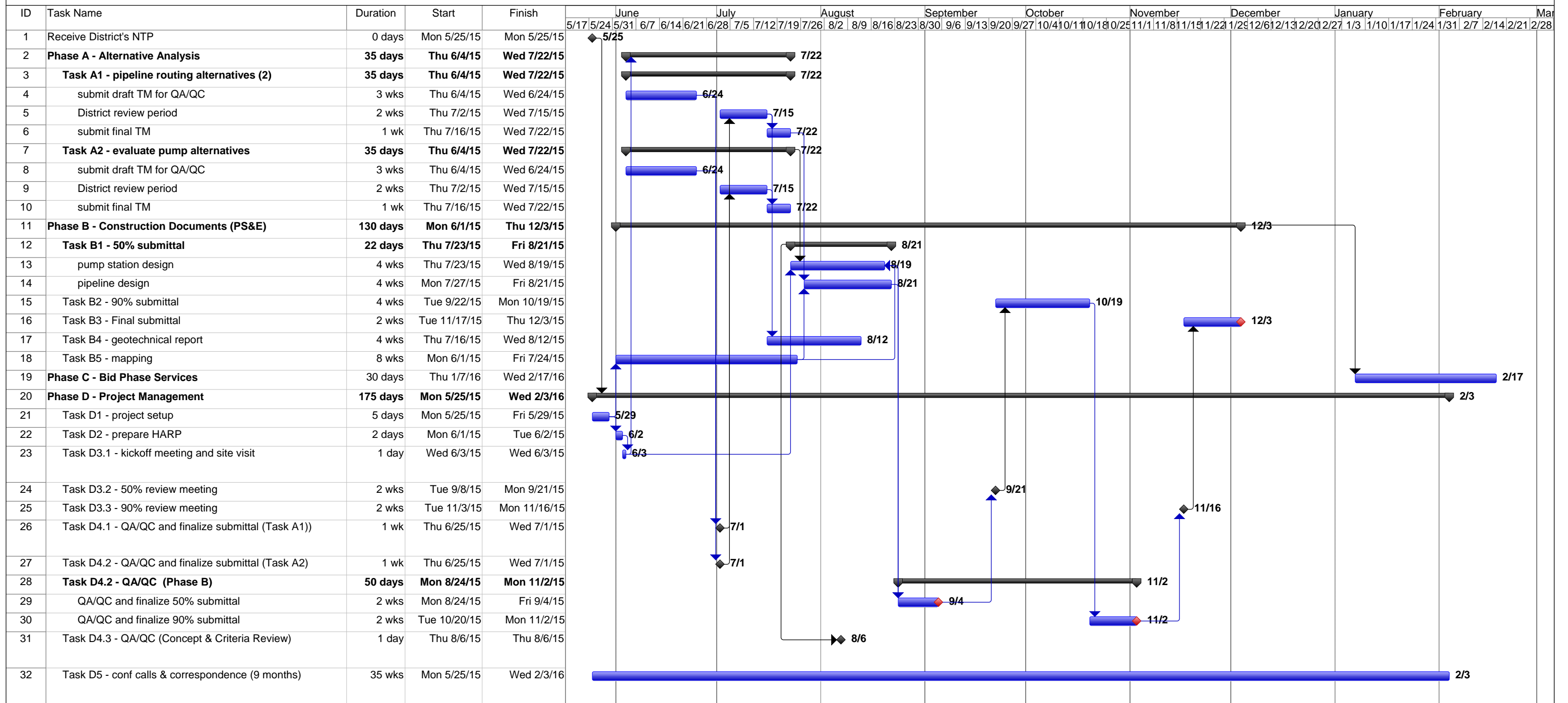
The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2015 through December 31, 2015. After December 31, 2015, invoices will reflect the Schedule of Charges currently in effect.

Proposal Fee Estimate

CLIENT Name: Coastside County Water District
 PROJECT Description: Denniston Treated Water Pump Station & Pipeline
 Proposal/Job Number: _____ Date: 5/5/2015

January 1, 2015 Rates	Eng-Sci-9	Eng-Sci-8	Eng-Sci-7	Eng-Sci-6	Eng-Sci-5	Eng-Sci-4	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Designer	CAD	Project Admin.	Admin. Assist.	Aide	Total	KJ Labor	KJ Escalation	KJ Comm. Charges	Sub Geotechnical Cleary Cons	Sub Surveying & Mapping - SANDIS	KJ Sub-Markup	KJ ODCs	KJ ODCs Markup	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
Classification:	\$270	\$250	\$235	\$215	\$190	\$175	\$160	\$145	\$130	\$155	\$120	\$90	\$110	\$70	Hours	Fees	0%	4%	Fees	Fees	10%	Fees	10%	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
Hourly Rate:	\$270	\$250	\$235	\$215	\$190	\$175	\$160	\$145	\$130	\$155	\$120	\$90	\$110	\$70	Hours	Fees	0%	4%	Fees	Fees	10%	Fees	10%	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
Phase **** (Default)																												
Task **** (Communications Charges)																		\$9,790									\$0	\$0
Phase **** - Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$9,790	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Phase A - Alternative Analysis																												
Task A1 - Pipeline Routing Alternatives (2)		4					32				4		2		42	\$6,820	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,820	\$0	\$0	\$6,820	
Task A2 - Evaluate Pumping Alternatives	2	8					32				4		2		48	\$8,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,360	\$0	\$0	\$8,360	
Phase A - Alternative Analysis - Subtotal	2	12	0	0	0	0	64	0	0	0	8	0	4	0	90	\$15,180	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,180	\$0	\$0	\$15,180	
Phase B - Construction Documents (PS&E)																												
Task B1 - 50% submittal	0	26	0	2	24	40	63	0	0	57	0	7	0	0	218	\$37,770	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$37,770	\$0	\$220	\$37,990	
Task B2 - 90% submittal	0	77	0	5	71	119	188	0	0	172	0	22	0	0	653	\$113,310	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$113,310	\$0	\$220	\$113,530	
Task B3 - Final submittal	0	26	0	2	24	40	63	0	0	57	0	7	0	0	218	\$37,770	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$37,770	\$0	\$220	\$37,990	
Task B4 - Geotechnical Report	0	2					4								6	\$1,140	\$0	\$0	\$17,800	\$0	\$1,780	\$0	\$0	\$1,140	\$19,580	\$0	\$20,720	
Task B5 - Surveying & Mapping	0	2					4								6	\$1,140	\$0	\$0	\$0	\$31,000	\$3,100	\$0	\$0	\$1,140	\$34,100	\$0	\$35,240	
Phase B - Construction Documents (PS&E) - Subtotal	0	133	0	8	118	198	322	0	0	286	0	36	0	0	1101	\$191,130	\$0	\$0	\$17,800	\$31,000	\$4,880	\$600	\$60	\$191,130	\$53,680	\$660	\$245,470	
Phase C - Bid Phase Services																												
Task C1 - Prebid Meeting							6								6	\$960	\$0	\$0	\$0	\$0	\$0	\$100	\$10	\$960	\$0	\$110	\$1,070	
Task C2 - Respond to Bidders' RFIs		2		4			8								14	\$2,640	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,640	\$0	\$0	\$2,640	
Task C3 - Addenda (2)		2		4	4	4	16					4			34	\$5,740	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,740	\$0	\$0	\$5,740	
Task C4 - Evaluate Bids							2								2	\$320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$320	\$0	\$0	\$320	
Phase C - Bid Phase Services - Subtotal	0	4	0	8	4	4	32	0	0	0	0	4	0	0	56	\$9,660	\$0	\$0	\$0	\$0	\$0	\$100	\$10	\$9,660	\$0	\$110	\$9,770	
Phase D - Project Management																												
Task D1 - Project setup							4					4			8	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$1,000	
Task D2 - Prepare site-specific hazard assessment and recognition program (HARP)							3								3	\$480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$480	\$0	\$0	\$480	
Task D3.1 - Kickoff meeting and site visit		6				4	6								16	\$3,160	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$3,160	\$0	\$220	\$3,380	
Task D3.2 - 50% review meeting		6					6								12	\$2,460	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$2,460	\$0	\$220	\$2,680	
Task D3.3 - 90% review meeting		6					6								12	\$2,460	\$0	\$0	\$0	\$0	\$0	\$200	\$20	\$2,460	\$0	\$220	\$2,680	
Task D4.1 - QA/QC (Phase A)		12													12	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000	
Task D4.2 - QA/QC (Phase B)	16	12													28	\$7,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,320	\$0	\$0	\$7,320	
Task D4.3 - QA/QC (Concept & Criteria Review)		12													12	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000	
Task D5 - Conf calls, status reports & correspondence (9 months)		24													24	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$6,000	
Phase D - Project Management - Subtotal	16	78	0	0	0	4	25	0	0	0	0	4	0	0	127	\$28,880	\$0	\$0	\$0	\$0	\$0	\$600	\$60	\$28,880	\$0	\$660	\$29,540	
Subtotal Total	288	477	235	231	312	381	42732	145	130	441	128	134	114	70	1374	\$244,850	\$0	\$0	\$17,800	\$31,000	\$4,880	\$1,300	\$130	\$244,850	\$53,680	\$1,430	\$299,960	
Task D6 - Change Management (Optional)	0	0	0	0	0										0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	
All Phases Total	18	227	0	16	122	206	443	0	0	286	8	44	4	0	1374	\$244,850	\$0	\$0	\$17,800	\$31,000	\$4,880	\$1,300	\$130	\$244,850	\$53,680	\$1,430	\$309,960	

Coastside County Water District Treated Water Pump Station & Pipeline Project Design Schedule



Date: Wed 5/6/15

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Progress	
Split		External Tasks		Inactive Summary		Manual Summary		Deadline	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 8, 2015

Subject: Draft Fiscal Year 2015-2016 Budget and Draft Fiscal Year 2015/16 to 2024/25 Capital Improvement Plan

Recommendation:

No Board action required at this time.

Background:

Staff presents for the Board's review the attached draft Fiscal Year 2015-2016 Budget and draft Fiscal Year 2015/16 to 2024/25 Capital Improvement Program.

Expense Budget Revisions:

Since the April 2015 Board Meeting, the District received an update from the SFPUC of the Wholesale Water Rates effective for the Fiscal Year 2015-2016. Although the effective rate increase for the District is 30% (including the untreated water discount), the rate is lower than what was originally planned for in earlier versions of the budget, resulting in a \$101,000 expense reduction. The operating budget totals \$9,864,000 as shown below:

	FY2016 Proposed Budget in \$(000's)
SFPUC Water	\$ 2,872
Electricity	\$ 457
Operating Expenses	\$ 5,029
Debt Service	\$ 824
Non-Operating Revenue	\$ (1,118)
Contribution to CIP/Reserves	\$ 1,800
Total Operating Budget	\$ 9,864

In summary, the operating budget reflects the following assumptions:

- Reduction in water revenue due to water sales reductions given mandatory conservation requirements. (FY2015-2016 assumes annual sales of 590 MG, down from 620MG in FY2014-2015 and 697 MG in FY2013-2014.)
- 30% increase in SFPUC wholesale water rates to the District.
- Increase of \$328,000 for demand management (\$263,000 personnel, consulting and outreach expenses; \$65,000 CIP) due to drought
- 4% increase in operating expenses due to inflation.

The budget also includes \$1,800,000 to cover \$1,400,000 in CIP and \$400,000 to recover a reduction in reserve balances during FY2014-2015.

Capital Improvement Program

Staff has not revised the Capital Improvement Program discussed in the March 31 Budget Work Session.

Budget Risks

As presented at the April Board Meeting, staff sees the following risks to the budget:

- District could experience lower water sales beyond 590 MG. (A reduction to 560 MG would impact revenue \$350-400K.)
- Increased % of non-revenue water. (Plan is for 6.6%. Recent history is 10%. \$110K *impact*)
- Increased reliance on SFPUC (vs. District owned water sources) due to reduced local source production given continued drought. (\$250K *impact*)
- Elimination of supply from Pilarcitos (resulting in increased pumping costs from Crystal Springs. \$90K *impact*)

Please note the due to the volume of paper, the individual detailed sheets for the Operations and Maintenance Budget and Capital Improvement Program are not included in the 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 2015/2016

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget		Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual		YTD Actual FY 14/15 as of February 28, 2015
				\$ Change	% Change		\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0		\$0	\$0		\$0
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000		\$0	\$25,000		\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000		\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

Operations & Maintenance Budget - FY 2015/2016

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY15/16 Budget Vs. FY 14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget	Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual	FY 15/16 Budget Vs. FY 14/15 Actual	YTD Actual FY 14/15 as of February 28, 2015
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
<i>Source of Supply</i>									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
Pumping (Electrical)									
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
Subtotal Pumping (Electrical)		\$457,452	\$334,605	\$122,847	36.7%	\$465,740	-\$8,288	-1.8%	\$340,687
Transmission & Distribution									
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
Subtotal Trans & Distribution		\$564,264	\$481,450	\$82,814	17.2%	\$460,547	\$103,717	22.5%	\$285,047
Personnel									
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
Subtotal - Personnel		\$3,396,121	\$3,042,445	\$353,676	11.6%	\$3,002,017	\$394,104	13.1%	\$1,899,017
Other - Administrative and General									
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%	\$0
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Subtotal - Admin & General		\$1,069,015	\$959,749	\$109,266	11.4%	\$780,959	\$288,056	36.9%	\$433,959
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

CIP Projects FY15/16 to FY24/25

NO.	PROJECT NAME	FY 15/16	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	CIP Total
Equipment Purchase & Replacement												
06-03	SCADA/Telemetry/Electrical Controls Replacement	150,000	150,000	150,000								450,000
08-10	Backhoe					80,000						80,000
08-12	New Service Truck		150,000									150,000
15-04	Vactor Truck/Trailer			200,000								200,000
16-06	Portable work lights	6,000										6,000
99-02	Vehicle Replacement	30,000			30,000		30,000	30,000		30,000		150,000
99-03	Computer Systems	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		45,000
99-04	Office Equipment/Furniture	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000		27,000
8	Equipment Purchase & Replacement Totals	194,000	308,000	358,000	38,000	88,000	38,000	38,000	8,000	38,000		1,108,000
Facilities & Maintenance												
08-08	PRV Valves Replacement Project	30,000	30,000	30,000	30,000	30,000						150,000
09-07	Advanced Metering Infrastructure					1,500,000	1,500,000					3,000,000
09-09	Fire Hydrant Replacement	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		180,000
09-23	District Digital Mapping	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$10,000	100,000
14-11	Replace 2" and Larger Meters with Omni Meters	30,000										30,000
14-13	New Security Fence at Pilarcitos Well Field	20,000										20,000
15-01	Utility Billing Software Upgrade	150,000										150,000
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
99-01	Meter Change Program	10,000	10,000	10,000	10,000	20,000	20,000	20,000	20,000	20,000		140,000
10	Facilities & Maintenance Totals	270,000	70,000	75,000	75,000	1,585,000	1,555,000	55,000	55,000	55,000	3,015,000	6,810,000
Pipeline Projects												
06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project		300,000									300,000

NO.	PROJECT NAME	FY 15/16	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	CIP Total
06-02	Highway 1 South Pipeline Replacement Project			80,000	100,000	1,200,000						1,380,000
07-03	Pilarcitos Canyon Pipeline Replacement	100,000							150,000	1,000,000		1,250,000
07-04	Bell Moon Pipeline Replacement Project			60,000	250,000							310,000
10-01	Main Street Bridge Pipeline Replacement Project	2,000,000										2,000,000
12-02	Wave Valve Automation		50,000									50,000
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
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 Magellan at Hwy 1	100,000										100,000
NN-00	Pipeline Replacement									1,500,000	1,500,000	3,000,000
18	Pipeline Projects Totals	2,500,000	1,050,000	590,000	815,000	2,385,000	2,000,000	2,000,000	2,150,000	2,500,000	1,500,000	17,490,000
Pump Stations/Tanks/Wells												
06-04	Hazen's Tank Replacement	300,000										300,000
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		350,000									350,000
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

NO.	PROJECT NAME	FY 15/16	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	CIP Total
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	75,000	200,000									275,000
16-08	New Denniston Well			80,000								80,000
11	Pump Stations/Tanks/Wells Totals	375,000	550,000	480,000	700,000	215,000						2,320,000
Water Supply Development												
10-02	Bridgeport Drive Pipeline Replacement Project	110,000	840,000									950,000
12-04	Denniston Treated Water Booster Station	200,000	800,000									1,000,000
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
14-24	Denniston/San Vicente EIR & Permitting	50,000										50,000
14-25	Water Shortage Plan Development	100,000										100,000
6	Water Supply Development Totals	760,000	3,640,000	1,000,000								5,400,000
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
16-01	Denniston WTP Coag Tank Motor Operated Valve	10,000										10,000
16-02	Denniston WTP Filter Repairs	110,000										110,000
16-03	Denniston WTP Filter Flow Meter Replacement	10,000										10,000
16-04	Denniston WTP Pond Return Pump	25,000										25,000
16-05	Nunes Filter Valve Repairs & Replacements	15,000										15,000
99-05	Denniston Maintenance Dredging	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000		283,500
8	Water Treatment Plants Totals	205,000	35,000	35,000	565,000	65,000	65,000	33,500	65,000	35,000		1,103,500
Grand Total		4,304,000	5,653,000	2,538,000	2,193,000	4,338,000	3,658,000	2,126,500	2,278,000	2,628,000	4,515,000	34,231,500

Operations & Maintenance Budget - FY 2015/2016

DRAFT

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget		Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual		YTD Actual FY 14/15 as of February 28, 2015
				\$ Change	% Change		\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0		\$0	\$0		\$0
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000		\$0	\$25,000		\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000		\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

Operations & Maintenance Budget - FY 2015/2016

DRAFT

Account Number	Description	Proposed Budget FY 15/16	Approved FY14/15 Budget	FY15/16 Budget Vs. FY 14/15 Budget	FY 15/16 Budget Vs. FY 14/15 Budget	Proj Year End Actual FY 14/15	FY 15/16 Budget Vs. FY 14/15 Actual	FY 15/16 Budget Vs. FY 14/15 Actual	YTD Actual FY 14/15 as of February 28, 2015
OPERATING REVENUE									
4120	Water Sales (1) *	\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
Total Operating Revenue		\$9,863,916	\$8,832,988	\$1,030,928	11.7%	\$8,200,000	\$1,663,916	20.3%	\$5,600,403
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$40,000	\$25,000	\$15,000	60.0%	\$45,704	-\$5,704	-12.5%	\$30,704
4180	Late Penalty	\$90,000	\$70,000	\$20,000	28.6%	\$91,145	-\$1,145	-1.3%	\$61,145
4230	Service Connections	\$10,000	\$8,000	\$2,000	25.0%	\$10,854	-\$854	-7.9%	\$7,254
4920	Interest Earned	\$2,550	\$2,544	\$6	0.2%	\$2,398	\$152	6.3%	\$1,798
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$641,952	-\$41,952	-6.5%	\$431,952
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$26,805	\$10,195	38.0%	\$17,805
4955	Cell Site Lease Income	\$139,245	\$134,880	\$4,365	3.2%	\$144,059	-\$4,814	-3.3%	\$96,059
4965	ERAF Refund	\$200,000	\$200,000	\$0	0.0%	\$356,277	-\$156,277	-43.9%	\$356,277
Total Non-Operating Revenue		\$1,118,795	\$1,077,424	\$41,371	3.8%	\$1,319,193	-\$200,398	-15.2%	\$1,002,993
TOTAL REVENUES		\$10,982,711	\$9,910,412	\$1,072,299	10.8%	\$9,519,193	\$1,463,518	15.4%	\$6,603,396
OPERATING EXPENSES									
<i>Source of Supply</i>									
5130	Water Purchased	\$2,871,947	\$2,446,253	\$425,694	17.4%	\$2,375,778	\$496,168	20.9%	\$1,392,114
Pumping (Electrical)									
5230	Electrical Exp. Nunes WTP	\$29,500	\$25,000	\$4,500	18.0%	\$29,670	-\$170	-0.6%	\$19,670
5231	Electrical Expenses, CSP	\$307,052	\$150,910	\$156,142	103.5%	\$354,630	-\$47,578	-13.4%	\$279,567
5232	Electrical Expenses/Trans. & Dist.	\$12,800	\$13,700	-\$900	-6.6%	\$12,613	\$187	1.5%	\$8,613
5233	Elec Exp/Pilarcitos Cyn	\$18,000	\$24,995	-\$6,995	-28.0%	\$19,184	-\$1,184	-6.2%	\$13,184
5234	Electrical Exp., Denn	\$90,100	\$120,000	-\$29,900	-24.9%	\$49,643	\$40,457	81.5%	\$19,653
Subtotal Pumping (Electrical)		\$457,452	\$334,605	\$122,847	36.7%	\$465,740	-\$8,288	-1.8%	\$340,687
Transmission & Distribution									
5235	Denn. WTP Oper.	\$30,000	\$27,000	\$3,000	11.1%	\$29,340	\$660	2.2%	\$24,840
5236	Denn WTP Maint	\$32,000	\$52,500	-\$20,500	-39.0%	\$23,975	\$8,025	33.5%	\$12,975
5240	Nunes WTP Oper	\$52,764	\$40,450	\$12,314	30.4%	\$68,088	-\$15,324	-22.5%	\$43,088
5241	Nunes WTP Maint	\$55,500	\$51,500	\$4,000	7.8%	\$35,783	\$19,717	55.1%	\$16,783
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$9,251	-\$751	-8.1%	\$6,751
5243	CSP - Maintenance	\$37,000	\$40,000	-\$3,000	-7.5%	\$30,137	\$6,863	22.8%	\$17,137
5250	Laboratory Expenses	\$40,000	\$40,000	\$0	0.0%	\$35,017	\$4,983	14.2%	\$21,517
5412	Maintenance Expenses	\$268,500	\$211,500	\$57,000	27.0%	\$217,456	\$51,044	23.5%	\$137,456
5415	Maintenance, Wells	\$40,000	\$10,000	\$30,000	300.0%	\$11,500	\$28,500	247.8%	\$4,500
Subtotal Trans & Distribution		\$564,264	\$481,450	\$82,814	17.2%	\$460,547	\$103,717	22.5%	\$285,047
Personnel									
5411	Salaries - Field	\$1,118,506	\$1,060,431	\$58,075	5.5%	\$1,096,407	\$22,099	2.0%	\$731,407
5610	Salaries, Admin.	\$1,061,780	\$809,262	\$252,518	31.2%	\$788,802	\$272,978	34.6%	\$452,802
5684	Payroll Taxes	\$153,056	\$135,168	\$17,888	13.2%	\$124,084	\$28,972	23.3%	\$83,084
5640	Employee Retirement	\$505,322	\$525,288	-\$19,966	-3.8%	\$534,047	-\$28,725	-5.4%	\$356,047
5635	Ee/Ret Medical Insurance	\$527,457	\$482,296	\$45,161	9.4%	\$428,676	\$98,781	23.0%	\$275,676
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
Subtotal - Personnel		\$3,396,121	\$3,042,445	\$353,676	11.6%	\$3,002,017	\$394,104	13.1%	\$1,899,017
Other - Administrative and General									
5318	Studies/Surveys/Consulting	\$240,000	\$240,000	\$0	0.0%	\$97,612	\$142,388	145.9%	\$27,612
5321	Water Conservation	\$37,000	\$39,000	-\$2,000	-5.1%	\$37,378	-\$378	-1.0%	\$30,878
5322	Community Outreach	\$95,100	\$41,700	\$53,400	128.1%	\$33,692	\$61,408	182.3%	\$8,692
5327	Water Resources	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%	\$0
5414	Motor Vehicle Exp.	\$55,650	\$50,650	\$5,000	9.9%	\$50,661	\$4,989	9.8%	\$37,661
5620	Office Expenses	\$164,475	\$157,825	\$6,650	4.2%	\$155,122	\$9,353	6.0%	\$80,122
5621	Computer Services	\$103,800	\$91,800	\$12,000	13.1%	\$81,838	\$21,962	26.8%	\$45,838
5625	Meetings/Training/Seminars	\$24,000	\$23,000	\$1,000	4.3%	\$30,057	-\$6,057	-20.2%	\$22,557
5630	Insurance	\$115,000	\$115,000	\$0	0.0%	\$117,255	-\$2,255	-1.9%	\$65,255
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$55,600	\$4,401	7.9%	\$37,600
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$5,480	\$8,520	155.5%	\$3,480
5683	Financial Services	\$24,000	\$24,000	\$0	0.0%	\$21,585	\$2,415	11.2%	\$16,585
5687	Memberships & Subscriptions	\$71,290	\$63,074	\$8,216	13.0%	\$64,809	\$6,481	10.0%	\$32,809
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5700	County Fees	\$17,700	\$17,700	\$0	0.0%	\$16,835	\$865	5.1%	\$16,835
5705	State Fees	\$16,000	\$16,000	\$0	0.0%	\$13,035	\$2,965	22.7%	\$8,035
Subtotal - Admin & General		\$1,069,015	\$959,749	\$109,266	11.4%	\$780,959	\$288,056	36.9%	\$433,959
Total Operating Expenses		\$8,358,799	\$7,264,502	\$1,094,297	13.1%	\$7,085,041	\$1,273,758	18.0%	\$4,350,824
CAPITAL ACCOUNTS									
5712	Existing Bonds - 2006B	\$485,889	\$485,889	\$0	0.0%	\$485,866	\$22	0.0%	\$350,866
5715	Existing Bond-CIEDB 11-099	\$338,024	\$338,024	\$0	0.0%	\$338,024	\$0	0.0%	\$338,024
Total Capital Accounts		\$823,913	\$823,913	\$0	0.0%	\$823,890	\$22	0.0%	\$688,890
TOTAL REVENUE LESS TOTAL EXPENSE		\$1,800,000	\$1,821,997	-\$21,997	-1.2%	\$1,610,262	\$189,738	11.8%	\$1,563,682
5713	Cont. to CIP & Reserves	\$1,800,000							

Notes:

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 28-Feb 2015	5,600,403
PROJECTED ACTIVITY to END of FY:	2,599,597
Projected YEAR END TOTAL:	8,200,000

PROPOSED Line Item Amount:	\$9,863,916 *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,832,988
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% Change Actual Year End compared to Proposed Line item amount.	20.3%
% Change to Previous Year Budget	11.7%
Dollar difference between proposed budget & current budget	1,030,928

NARRATIVE: See Worksheet 4120 A for calculations

** Rate increase included for discussion purposes (ap. 27%)

* Assumes a _% Increase

Spread:

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

FY 15/16 Water Sales Projection

Based on data from FY13, FY14, FY15 YTD

Sales Class	Description	FY13 Total MG	FY14 Total MG	13-14 Change MG	13-14 % Change		FY14 to 2/28 MG	FY15 to 2/28 MG	14-15 Change MG	14-15 % Change	FY15 Projected MG	Projected 15-16 Change	Projected 15-16 MG
01	Residential	380.1	379.6	-0.6	-0.2%		270.0	222.5	-47.5	-17.6%	331	-5%	314
02	Commercial	38.2	38.8	0.6	1.5%		27.8	24.9	-2.9	-10.4%	36	-5%	34
03	Restaurant	17.6	18.9	1.2	7.1%		13.3	13.0	-0.3	-2.2%	19	-3%	18
04	Hotel/Motel	29.8	32.5	2.6	8.8%		22.3	21.6	-0.6	-2.9%	32	-3%	31
05	Schools	13.5	13.4	-0.2	-1.1%		9.9	7.9	-2.0	-20.3%	11	-5%	10
06	Multiple Unit Dwellings	33.3	34.1	0.8	2.4%		23.9	20.0	-4.0	-16.5%	30	-5%	29
07	Beaches/Parks	4.4	5.6	1.2	26.4%		4.7	3.1	-1.6	-34.5%	4	-5%	4
08	Agriculture	70.8	73.2	2.4	3.3%		48.0	39.0	-9.0	-18.8%	63	-5%	60
09	Recreational	1.2	1.4	0.2	17.6%		0.9	1.4	0.5	52.6%	2	-5%	2
10	Marine	6.8	6.7	-0.1	-1.1%		5.2	5.0	-0.3	-4.8%	6	-5%	6
11	Irrigation	83.6	90.9	7.3	8.7%		63.3	55.5	-7.8	-12.3%	83	-5%	79
	Portable Meters	1.7	2.2	0.5	28.2%		1.4	1.7	0.2	15.2%	3	0%	3
TOTALS		681.2	697.2	15.9	2.3%		490.9	415.6	-75.3	-15.3%	620.0	-5%	590

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015-2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 28-Feb 2015	30,704
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	45,704
PROPOSED Line Item Amount:	40,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	(12.5%)
% Change to Previous Year Budget	60.0%
Dollar difference between proposed budget & current budget	15,000

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015-2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4180 Description: Late Penalty	
Actual Amount As Of: 28-Feb 2015	61,145
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	91,145
PROPOSED Line Item Amount:	90,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	70,000
% Change Actual Year End compared to Proposed Line item amount.	(1.3%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	20,000
NARRATIVE:	

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 28-Feb 2015	7,254
PROJECTED ACTIVITY to END of FY:	3,600
Projected YEAR END TOTAL:	10,854
PROPOSED Line Item Amount:	10,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
% Change Actual Year End compared to Proposed Line item amount.	(7.9%)
% Change to Previous Year Budget	25.0%
Dollar difference between proposed budget & current budget	2,000

NARRATIVE:

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

Labor	\$10,000
TOTAL	\$10,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 28-Feb 2015	1,798
PROJECTED ACTIVITY to END of FY:	600
Projected YEAR END TOTAL:	2,398
PROPOSED Line Item Amount:	\$ 2,550

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	2,544
% Change Actual Year End compared to Proposed Line item amount.	6.3%
% Change to Previous Year Budget	0.2%
Dollar difference between proposed budget & current budget	6

NARRATIVE:

Interest income is derived from cash on deposit with LAIF.

Cash on Deposit	Balance	Less CSP \$							
	1,020,082	0	1,020,082	x	0.25%	=	\$	2,550	

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 28-Feb 2015	431,952
PROJECTED ACTIVITY to END of FY:	210,000
Projected YEAR END TOTAL:	641,952
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(6.5%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 28-Feb 2015	17,805
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	26,805
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	38.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

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

	FY 15/16
Skylawn	25,000
Miscellaneous	12,000
	37,000

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 28-Feb 2015	96,059
PROJECTED ACTIVITY to END of FY:	48,000
Projected YEAR END TOTAL:	144,059
PROPOSED Line Item Amount:	139,245

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	134,880
% Change Actual Year End compared to Proposed Line item amount.	(3.3%)
% Change to Previous Year Budget	3.2%
Dollar difference between proposed budget & current budget	4,365

NARRATIVE:

Revenue from Cell Site Leasing

<u>Sub-Account</u>	<u>FY 15/16</u>
Sprint Spectrum Lease (Carter Hill)	28,312
Sprint Spectrum Lease (Alves Tank)	28,312
Metro PCS (Miramontes Tank)	27,331
Metro PCS (Miramar Tank)	27,331
Verizon (Nunes WTP)	27,959
	139,245

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4965 Description: ERAF Refund	
Actual Amount As Of: 28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:	356,277
Projected YEAR END TOTAL:	356,277
PROPOSED Line Item Amount:	200,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	200,000
% Change Actual Year End compared to Proposed Line item amount.	(43.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs. Once the school districts & programs are paid the maximum allowable under law, the law requires the excess to be refunded to the local taxing jurisdiction that contributed to ERAF.

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 28-Feb 2015	1,392,114
PROJECTED ACTIVITY to END of FY:	983,664
Projected YEAR END TOTAL:	2,375,778
PROPOSED Line Item Amount:	2,871,947

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	2,446,253
% Change Actual Year End compared to Proposed Line item amount.	20.9%
% Change to Previous Year Budget	17.4%
Dollar difference between proposed budget & current budget:	425,694

NARRATIVE:

See worksheet 5130 A

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

- San Francisco Wholesale rates: Cost per hcf \$3.52 (\$3.85 less \$.33)
- BAWSCA Bond Surcharge (\$343,955 Annual)

Spread:

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COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2015/2016

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs Pilarcitos CSP				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	FY 14/15	FY 15/16	**3.38/hcf
	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	Actual hcf	Plan	Plan
JUL	3,102	3,100	642	0	0	0	0	0	96,203	84,147	96,203	84,147	99,947	87,247	\$284,417
AUG	1,096	0	134	0	0	0	0	0	98,890	87,728	98,890	87,728	100,120	87,728	\$296,521
SEP	802	0	67	0	0	0	0	0	79,652	70,720	79,652	70,720	80,521	70,720	\$239,034
OCT	0	0	0	0	0	0	0	0	76,377	68,034	76,377	68,034	76,377	68,034	\$229,955
NOV	1,243	1,300	13	13	5,922	6,600	0	0	54,813	47,445	54,813	47,445	61,991	55,358	\$160,364
DEC	2,928	5,000	267	270	14,425	12,000	12,941	12,262	21,885	19,694	34,826	31,956	52,446	49,226	\$108,011
JAN	18,650	11,000	856	800	11,283	12,000	27,045	49,049	14,064	0	41,109	49,049	71,898	72,849	\$165,786
FEB	17,219	11,000	682	800	11,444	12,000	34,693	28,298	3,249	0	37,942	28,298	67,287	52,098	\$95,647
MAR	11,000	11,000	800	800	11,000	12,000	42,000	39,617	0	0	42,000	39,617	64,800	63,417	\$133,905
APR	9,000	9,000	400	800	0	0	60,600	37,730	0	17,904	60,600	55,634	70,000	65,434	\$188,043
MAY	5,000	5,000	400	800	0	0	0	0	90,000	82,970	90,000	82,970	95,400	88,770	\$280,439
JUN	3,000	5,000	400	800	0	0	0	0	90,000	78,251	90,000	78,251	93,400	84,051	\$264,486
hcf Totals	73,040	61,400	4,661	5,083	54,074	54,600	177,279	166,956	625,133	556,893	802,412	723,849	934,187	844,932	\$2,446,608
MG Totals	54.63	45.93	3.49	3.80	40.45	40.84	132.60	124.88	467.60	416.56	600.20	541.44	698.77	632.01	

Base Charge **\$81,384**
 BAWSCA Bond Surcharge **\$343,955**
 Grand Tot: **\$2,871,947**

Note: Bold numbers in actual columns are estimates

Expect 60,067 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...) for FY 15/16
 6.6% unaccountable water

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 28-Feb 2015	19,670
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	29,670
PROPOSED Line Item Amount:	29,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<u>25,000</u>
% Change Actual Year End compared to Proposed Line item amount.	(0.6%)
% Change to Previous Year Budget	18.0%
Dollar difference between proposed budget & current budget	4,500

NARRATIVE:

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

FY15/16

PG&E \$29,500

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5231 Description: Electrical Expenses, CSP	
Actual Amount As Of: 28-Feb 2015	279,567
PROJECTED ACTIVITY to END of FY:	75,063
Projected YEAR END TOTAL:	354,630
PROPOSED Line Item Amount:	307,052

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	150,910
% Change Actual Year End compared to Proposed Line item amount.	(13.4%)
% Change to Previous Year Budget	103.5%
Dollar difference between proposed budget & current budget	156,142

NARRATIVE:

Skylawn is estimated to purchase 7.5 million gallons when we are not running Crystal Springs.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	556,893	0.524	=	\$	291,812
Non-pumping electrical				\$	10,000
Skylawn Pumping Expenses	10,000	0.524	=	\$	5,240
TOTAL				\$	307,052

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 28-Feb 2015	8,613
PROJECTED ACTIVITY to END of FY:	4,000
Projected YEAR END TOTAL:	12,613
PROPOSED Line Item Amount:	12,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	13,700
% Change Actual Year End compared to Proposed Line item amount.	1.5%
% Change to Previous Year Budget	(6.6%)
Dollar difference between proposed budget & current budget	-900

NARRATIVE:

	FY 15/16
Granada #1	\$3,450
Granada #2	\$3,050
Granada #3	\$1,500
Alves Pump Station	\$4,600
Miramontes Tank	\$200
TOTAL	\$12,800

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 28-Feb 2015	13,184
PROJECTED ACTIVITY to END of FY:	6,000
Projected YEAR END TOTAL:	19,184
PROPOSED Line Item Amount:	18,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,995
% Change Actual Year End compared to Proposed Line item amount.	(6.2%)
% Change to Previous Year Budget	(28.0%)
Dollar difference between proposed budget & current budget	-6,995

NARRATIVE:

Assumes sufficient rain in October to pump Pilarcitos Wells in November.

Assumes 28,500 units of production, at an energy cost of \$0.79 per unit plus \$1800 base

Wells #1 & 3	\$ 2,500	Well #4	\$ 2,100
Well #2	\$ 300	Well #4A	\$ 7,000
Well #3A	\$ 400	Well #5	\$ 4,000
Carter Hill	\$ 400	Telemeter	\$ 300
TOTAL		Blending Station	\$ 1,000
		Total	\$ 18,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 28-Feb 2015	19,643
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	49,643
PROPOSED Line Item Amount:	90,100

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	120,000
% Change Actual Year End compared to Proposed Line item amount.	81.5%
% Change to Previous Year Budget	(24.9%)
Dollar difference between proposed budget & current budget	-29,900

NARRATIVE:

	FY 15/16
Denn Pump Station	\$69,000
Denn Well #1	\$1,000
Denn Well #2,3,4	\$500
Denn Well #5	\$600
Denn Well #9	\$5,000
Denn WTP	\$10,000
WWR System	\$4,000
TOTAL	\$90,100

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5235 Description: Denn. WTP Oper.	
Actual Amount As Of: 28-Feb 2015	24,840
PROJECTED ACTIVITY to END of FY:	4,500
Projected YEAR END TOTAL:	29,340
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	27,000
% Change Actual Year End compared to Proposed Line item amount.	2.2%
% Change to Previous Year Budget	11.1%
Dollar difference between proposed budget & current budget	3,000

NARRATIVE:

Assume production of 125 MG

ADMIN		CHEMICALS	
Telephone/DSL	\$2,000	Caustic	\$8,000
Alarm System	\$2,000	Polymers	\$3,900
	<hr/>	N-17	\$6,700
Subtotal	\$4,000	Salt	\$1,700
		Pot. Perm	\$2,200
		Lab Reagents	\$3,500
		Subtotal	\$26,000
		Total	<u>\$30,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5236 Description: Denn WTP Maint	
Actual Amount As Of: 28-Feb 2015	12,975
PROJECTED ACTIVITY to END of FY:	11,000
Projected YEAR END TOTAL:	23,975

PROPOSED Line Item Amount:	32,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	52,500
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	33.5%
% Change to Previous Year Budget	(39.0%)
Dollar difference between proposed budget & current budget	-20,500

NARRATIVE:

	FY 15/16
Misc. Expenses / Office Supplies	\$ 2,000
Telemetry	\$ 2,000
Misc. Plumbing & Parts	\$ 4,000
Sludge Removal	\$ 6,000
Annual PM	\$ 3,000
Inst. Controls	\$ 10,000
Office Lab	\$ 4,000
CCTV	\$ 1,000
TOTAL	\$ 32,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240 Description: Nunes WTP Oper	
Actual Amount As Of: 28-Feb 2015	43,088
PROJECTED ACTIVITY to END of FY:	25,000
Projected YEAR END TOTAL:	68,088
PROPOSED Line Item Amount:	52,764

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,450
% Change Actual Year End compared to Proposed Line item amount.	(22.5%)
% Change to Previous Year Budget	30.4%
Dollar difference between proposed budget & current budget	12,314

NARRATIVE:

Chemical costs = \$125/MG.
Expect to treat 590 MG.

Telephone/DSL	\$2,000	Chemicals	
Alarm System	\$1,000	Caustic	\$20,000
Sub total	\$3,000	Polymer	\$1,900
		Alum	\$20,864
		Salt	\$7,000
		Sub Total	\$49,764
		TOTAL	\$52,764

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 28-Feb 2015	16,783
PROJECTED ACTIVITY to END of FY:	19,000
Projected YEAR END TOTAL:	35,783
PROPOSED Line Item Amount:	55,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	51,500
% Change Actual Year End compared to Proposed Line item amount.	55.1%
% Change to Previous Year Budget	7.8%
Dollar difference between proposed budget & current budget	4,000

NARRATIVE:

No change in maintenance costs expected.

Increase in Misc. Expenses to include misc. office expenses.
FY 15/16

Generator Service Contract	\$1,000
Sludge Removal	\$7,500
Electrical	\$5,000
Instrumentation/Controls	\$8,000
Motor & Pump Replacement	\$2,500
Filter Inspection	\$7,500
Backwash Pump Service	\$5,000
Annual Electrical PM	\$5,000
Trees / Landscape	\$7,000
Misc. Expenses / Office Supplies	\$7,000
	\$55,500

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 28-Feb 2015	6,751
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	9,251
PROPOSED Line Item Amount:	8,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
% Change Actual Year End compared to Proposed Line item amount.	(8.1%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

FY 15/16

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

Spread:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 28-Feb 2015	17,137
PROJECTED ACTIVITY to END of FY:	13,000
Projected YEAR END TOTAL:	30,137
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
% Change Actual Year End compared to Proposed Line item amount.	22.8%
% Change to Previous Year Budget	(7.5%)
Dollar difference between proposed budget & current budget	-3,000

NARRATIVE:

	FY 15/16
Electrical Testing (ETI)	\$4,000
Electrical Repair	\$6,000
Equipment /Valve Maintenance	\$11,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,000
Telemetry & Alarms	\$4,000
Pump Maintenance	\$10,000
	\$37,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 28-Feb 2015	21,517
PROJECTED ACTIVITY to END of FY:	13,500
Projected YEAR END TOTAL:	35,017
PROPOSED Line Item Amount:	40,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	40,000
% Change Actual Year End compared to Proposed Line item amount.	14.2%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: Studies/Surveys/Consulting	
Actual Amount As Of: 28-Feb 2015	27,612
PROJECTED ACTIVITY to END of FY:	70,000
Projected YEAR END TOTAL:	97,612
PROPOSED Line Item Amount:	\$240,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	240,000
% Change Actual Year End compared to Proposed Line item amount.	145.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

Narrative: Increase due to Drought Contingency Planning. Reflects deferral of spend from FY2014-2015. Urban Management Plan is required every 5 years.

Water Shortage Contingency Plan	\$75,000.00
Water Audit (M36)	\$70,000.00
Misc. Studies/Surveys	\$10,000.00
Maddaus Water Management	\$10,000.00
Urban Water Management Plan	\$75,000.00
	<u>\$240,000.00</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 28-Feb 2015	30,878
PROJECTED ACTIVITY to END of FY:	6,500
Projected YEAR END TOTAL:	37,378
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	39,000
% Change Actual Year End compared to Proposed Line item amount.	(1.0%)
% Change to Previous Year Budget	(5.1%)
Dollar difference between proposed budget & current budget	-2,000

NARRATIVE:

|

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

Budget Worksheet	
Fiscal Year 2015-2016	FY 2016
Worksheet 5321 – Water Resources	5321
Description	
Water Use Efficiency (Conservation)	
Foundational Best Management Practices	
1.0 Utility Operations Programs	
Subtotal	\$0
2.0 Education Programs	
2.1 Public Information Programs (Outreach Program)	
Subtotal	\$15,000
2.2 School Education Programs	
Subtotal	\$5,000
Programmatic Best Management Practices	
3.0 Residential	
3.1 High Efficiency Fixture Devices	
Subtotal	\$3,000
3.2 High Efficiency Toilet Rebates	
Subtotal	\$8,000
3.3 High Efficiency Clothes Washer Rebates	
Subtotal	\$0
4.0 Commercial, Industrial and Institutional	
Subtotal	\$1,000
5.0 Landscape (Large)	
Subtotal	\$0
Flex Track Best Management Practices	
Lawn Be Gone! Rebate Program	
Subtotal	\$5,000
GPCD Compliance (CUWCC/SBx7)	
Subtotal	\$0
Water Resources	
Pilarcitos IWMP	
	\$0
2015 UWMP	
Plan Preparation and Submittal	
DSS Projections - Maddaus Water Mangement	
	Funded in other account
Water Shortage Contingency Plan Update for 2015	
	Funded in other account
Total	\$37,000

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 28-Feb 2015	8,692
PROJECTED ACTIVITY to END of FY:	25,000
Projected YEAR END TOTAL:	33,692
PROPOSED Line Item Amount:	95,100

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	41,700
% Change Actual Year End compared to Proposed Line item amount.	182.3%
% Change to Previous Year Budget	128.1%
Dollar difference between proposed budget & current budget	53,400

NARRATIVE:

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

Pacifica Coast Television - Recording meetings(14 @ \$250)	\$3,500
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$23,000
Constant Contact/Email	\$900
Graphic Artist	\$2,500
Public Outreach (moved from 5327 - communication of new state regulations, direct mailings, fact sheets, HMB review ads, etc.)	\$50,000

Spread: TOTAL **95,100**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Note: Items have been moved to corresponding expense accounts and CIP

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5327 Description: Water Resources	
Actual Amount As Of: 28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0

PROPOSED Line Item Amount:	0
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	0
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% Change Actual Year End compared to Proposed Line item amount.

% Change to Previous Year Budget

Dollar difference between proposed budget & current budget	0
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NARRATIVE:

- (1) Additional Employee Dedicated to Enforcement and Outreach
(given new state regulations for enforcement and reporting)
- (1) Additional Employee - Meter Reading (to start transition to monthly reads)
- Overtime - After Hours Enforcement
- (2) Vehicles (CIP)
- (2) Workstations (CIP)
- Mobile Phones
- Public Outreach (communications of new state regulations)

0

Items have been moved to specific expense accounts and CIP

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 28-Feb 2015	731,407
PROJECTED ACTIVITY to END of FY:	365,000
Projected YEAR END TOTAL:	1,096,407
PROPOSED Line Item Amount:	1,118,506

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,060,431
% Change Actual Year End compared to Proposed Line item amount.	2.0%
% Change to Previous Year Budget	5.5%
Dollar difference between proposed budget & current budget	58,075

NARRATIVE:

A COLA of 3.5% was used as a place holder based upon the Department of Labor Statistics information for February to February 2015

Admin Budget includes (2) additional positions

- 1) Office Specialist II - for Water Conservation and Outreach given new state regulations
 - 2) Office Specialist II - Meter Reader - plan is transition to monthly billing given new state regulations
- Plan also includes additional funding for overtime for after hours enforcement activity

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
 2/28/2015
FY 2015/2016 BUDGET WORKSHEET (5411 A)
SALARY INFORMATION - Accounts 5411 & 5610

EMPLOYEE	Current Hrly Rate	COLA 3.50%	Annual Pay	O T Hours	O T Pay	Admin Leave	Cert. Pay	TOTAL
FIELD #5411								
Superintendent	63.81	66.05	137,376				10,800	148,176
Field Supervisor	51.09	52.88	109,981	80	6,345	6,345	7,200	129,871
WTP Supervisor	53.69	55.57	115,578	120	10,002		7,200	132,780
Sr. WTP Oper.	40.91	42.34	88,076	120	7,622		6,000	101,698
Treat/Dist Op	32.75	33.90	70,504	120	6,101		4,800	81,406
Treat/Dist Op	31.18	32.27	67,114	120	5,808		4,800	77,721
Treat/Dist Op	31.96	33.08	68,809	120	5,955		6,000	80,763
Treat/Dist Op	35.28	36.51	75,940	120	6,572		7,200	89,712
Treat/Dist Op	32.75	33.90	70,504	120	6,101		4,800	81,406
Treat/Dist Op	28.95	29.96	62,324	120	5,393		4,800	72,517
Maint Worker	29.71	30.75	63,965	80	3,690		4,800	72,455
Part-Time Help	15.00		15,000					15,000
Part-Time Help	15.00		15,000					15,000
Standby Pay for On-Call Employees			20,000					20,000
Sub total, Field			980,171		63,590	6,345	68,400	1,118,506
ADMIN #5610								
Gen Manager	97.53	100.94	209,952			12,113	6,000	228,064
Asst. General Manager of Finance/Admin	76.93	79.62	165,604			9,554		175,158
Water Conser.	43.66	45.19	93,991	50	3,389		1,200	98,580
Prj Coord. PT	60.00		15,000					15,000
Office Mgr	42.95	44.45	92,463	50	3,334			95,797
Admin Assist.	38.94	40.30	83,825	50	3,023		6,946	93,793
Office Speclst	29.71	30.75	63,965		-			63,965
Office Speclst	27.59	28.55	59,390		-			59,390
Office Speclst	29.71	30.75	63,965		-			63,965
Office Speclst II (Water Cons/Outreach)	29.71	30.75	63,960	120	5,535			69,495
Office Speclst II (Meter Reading)	29.71	30.75	63,960	100	4,612			68,572
Part-Time Help	15.00		15,000					15,000
Directors			15,000					15,000
Sub total, Admin			1,006,075		19,893	21,667	14,146	\$1,061,780
TOTAL			1,986,246					\$2,180,286

Admin Budget includes (2) additional positions
 1) Office Specialist II - for Water Conservation and Outreach due to new state regulations
 2) Office Specialist II - Meter Reader - plan is transition to monthly billing given new state regulations
 Plan also includes additional funding for overtime for after hours enforcement activity

Admin Budget also includes \$10000 market adjustment for Water Conservation Analyst.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5412 Description: Maintenance Expenses	
Actual Amount As Of: 28-Feb 2015	137,456
PROJECTED ACTIVITY to END of FY:	80,000
Projected YEAR END TOTAL:	217,456
PROPOSED Line Item Amount:	268,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	211,500
% Change Actual Year End compared to Proposed Line item amount.	23.5%
% Change to Previous Year Budget	27.0%
Dollar difference between proposed budget & current budget	57,000

NARRATIVE:

Laundry	\$1,200	Equipment Rental	\$2,000
Supplies Shop/Breakroom	\$1,000	Radio Repair/PM	\$3,000
Service Products	\$3,000	Landscape Maint	\$2,500
Pump Repair	\$5,000	Cathodic Protection	\$8,000
USA	\$500	Misc. tools, etc.	\$5,000
Backfill	\$5,000	(Welder, Drill, Airtools, Sump Pump, Lrg tools)	
Hydrant Repair	\$1,300	Waste Services	\$3,000
Tank Maintenance	\$5,000	Fence Repairs	\$2,000
Generator services	\$4,500	Raising Valve (City/County)	\$20,000
Safety Supplies	\$3,500	Building Maintenance	\$10,000
DMV/Pre-employment Physical	\$1,000	Uniforms/Jackets/Shoes	\$10,000
Tree Removal	\$20,000	Paving	\$100,000
Inventory	\$11,000	ML Repairs/Sml Line Replcmnt	\$35,000
Materials	\$6,000		
		TOTAL	\$268,500

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 28-Feb 2015	37,661
PROJECTED ACTIVITY to END of FY:	13,000
Projected YEAR END TOTAL:	50,661
PROPOSED Line Item Amount:	55,650

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,650
% Change Actual Year End compared to Proposed Line item amount.	9.8%
% Change to Previous Year Budget	9.9%
Dollar difference between proposed budget & current budget	5,000

NARRATIVE:

	<u>FY15/16</u>
Gasoline	\$31,000.00
FastTrak	\$150.00
Mobile Phones*	\$12,500.00
Service & Repairs	\$12,000.00
	<u>\$55,650.00</u>
Total	

* Includes \$5000 for employee adds - Public outreach and Meter Reading

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 28-Feb 2015	4,500
PROJECTED ACTIVITY to END of FY:	7,000
Projected YEAR END TOTAL:	11,500

PROPOSED Line Item Amount:	40,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	247.8%
% Change to Previous Year Budget	300.0%
Dollar difference between proposed budget & current budget	30,000

NARRATIVE:

FY 15/16 amounts same from past year due to not being able to rehabilitate wells and complete upgrades

	<u>FY 15/16</u>
Electrical PM	\$2,000
Pumps	\$5,000
Electrical	\$2,800
Plumbing	\$200
Rehabilitation (1 well)	\$30,000
	<hr/>
	<u>\$40,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610 Description: Salaries, Admin.	
Actual Amount As Of: 28-Feb 2015	452,802
PROJECTED ACTIVITY to END of FY:	336,000
Projected YEAR END TOTAL:	788,802
PROPOSED Line Item Amount:	1,061,780

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	809,262
% Change Actual Year End compared to Proposed Line item amount.	34.6%
% Change to Previous Year Budget	31.2%
Dollar difference between proposed budget & current budget	252,518

NARRATIVE:

Admin Salaries include:

- * (1) additional position - Water Conservation Assistant (moved from 5327 line item.) Position is required due to additional reporting and enforcement resulting from new state regulations.
- * (1) additional position - Meter Reader (moved from 5327 line item.) Position is required in order to start transition to monthly billing.
- * \$10,000 additional overtime (moved from 5327 line item.) Increased overtime will be required for after hours enforcement activity.
- * \$10,000 market adjustment for Water Conservation Analyst.
- * Other increases due to timing of addition of Assistant General Manager of Finance/Administration. (FY2015-16 will reflect a full year vs. partial year in FY2014-15.)
- * A COLA of 3.5% was used as a place holder based upon the Department of Labor Statistics information for February to February timeframe.

(See Spreadsheet of Account #5411A for Admin and Board of Directors Salaries)

Spread:

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

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620 Description: Office Expenses	
Actual Amount As Of: 28-Feb 2015	80,122
PROJECTED ACTIVITY to END of FY:	75,000
Projected YEAR END TOTAL:	155,122
PROPOSED Line Item Amount:	164,475

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	157,825
% Change Actual Year End compared to Proposed Line item amount.	6.0%
% Change to Previous Year Budget	4.2%
Dollar difference between proposed budget & current budget	6,650

NARRATIVE:

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

Increase due to:

Spread:

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

Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 6,000
	Bulk Mailing	\$ 6,000
	Pre-Stamped Envelopes	\$ 3,000
Phone Services PG&E	Monthly Service & Repairs	\$ 6,000
	Monthly Service (District Office)	\$ 8,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 9,000
File Storage	Iron Mountain - Offsite Storage	\$ 6,000
	Iron Mountain - Shredding Service	\$ 300
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 5,000
Printing	Checks, Forms, Statements	\$ 1,000
CSG Systems, Inc.	Fulfillment Center for Billing Stmtnts	\$ 30,000
	NetBill (Online Payments)	\$ 6,500
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 8,000
	Credit Card / Bank Fees	\$ 15,000
	Pre-Employment Physicals	\$ 500
	Employee Recognition Program	\$ 2,000
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 750
	Allowance for Bad Debt	\$ 6,000
Maintenance	Office Equipment/Repairs	\$ 5,000
	Office Building	\$ 15,000
Payroll	Payroll Processing with ADP	\$ 8,500
TOTAL		\$ 164,475

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5621	Description: Computer Services
Actual Amount As Of:	28-Feb 2015	45,838
PROJECTED ACTIVITY to END of FY:		36,000
Projected YEAR END TOTAL:		81,838
PROPOSED Line Item Amount:		103,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	91,800
% Change Actual Year End compared to Proposed Line item amount.	26.8%
% Change to previous year budget:	13.1%
Dollar difference between proposed budget & current budget	12,000
Increase in Springbrook Maintenance & Website Maintenance and addition of Comcast Internet	
NARRATIVE:	

Maintenance Agreements		Computer Services	
Springbrook	\$12,000		
Radix	\$3,000	New/Upgrades to software/Cust Rpts	\$7,500
Irvine Consulting Srvc	\$24,000	Service/Repairs/Parts	\$15,000
Badger	\$1,500	Coastside Net	\$1,000
XC2 Software	\$2,600	Rogue Web Works (Website Maint.)	\$7,500
Remit Plus/Ck Scanner)	\$2,000	Sonic.net	\$1,500
GIS License	\$5,000	Spam Filtering	\$900
Web Filtering (Barracuda)	\$1,400	Comcast Internet	\$1,700
Sprbrk Server License	\$700	CalCAD Annual Application Maint.	\$2,500
TelePacific Phone Sys	\$14,000	Subtotal	\$37,600
Subtotal	\$66,200	Grand Total	<u><u>\$103,800</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 28-Feb 2015	22,557
PROJECTED ACTIVITY to END of FY:	7,500
Projected YEAR END TOTAL:	30,057
PROPOSED Line Item Amount:	24,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	23,000
% Change Actual Year End compared to Proposed Line item amount.	(20.2%)
% Change to Previous Year Budget	4.3%
Dollar difference between proposed budget & current budget	1,000

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 5,000
Conferences/Seminars (Board of Directors)	\$ 3,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 2,000
Water Resource Meetings, Training, Seminars	\$ 3,000
TOTAL	<u>\$ 24,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 28-Feb 2015	65,255
PROJECTED ACTIVITY to END of FY:	52,000
Projected YEAR END TOTAL:	117,255
PROPOSED Line Item Amount:	115,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	115,000
% Change Actual Year End compared to Proposed Line item amount.	(1.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 15/16
Auto/General Liability	\$55,000
Property Program	\$20,000
Workers Compensation	\$40,000
TOTAL	\$115,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5635	Description: Ee/Ret Medical Insurance
Actual Amount As Of: 28-Feb 2015	275,676
PROJECTED ACTIVITY to END of FY:	153,000
Projected YEAR END TOTAL:	428,676
PROPOSED Line Item Amount:	527,457

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	482,296
% Change Actual Year End compared to Proposed Line item amount.	23.0%
% Change to Previous Year Budget	9.4%
Dollar difference between proposed budget & current budget	45,161

NARRATIVE: Employee and Retiree Medical Insurance

<u>Active Employees:</u>	FY 15/16
Medical	364,594
Dental	18,270
Vision	4,961
Life/AD&D	12,370
LTD	21,028
EAP	557
(2) Addl employees*	50,000
	471,780 Subtotal

(for new hires - Office Specialist-Water Conservation, Office Specialist-Meter Reader)

<u>Retirees:</u>	
Medical	54,372
Dental	0
Vision	1,305
	55,677 Subtotal

527,457 Total

Spread:

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

ACCOUNT No. 5635 / Insurance Benefits for Active Employees and Retirees - Current Year 2015/2016

ACTIVE EMPLOYEES

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP	
July-14	10,473	15,188	1,392	384	767	1,501	46	
August-14	10,473	15,188	1,392	384	767	1,595	46	
September-14	10,473	15,188	1,432	384	774	1,532	46	
October-14	10,473	15,188	1,432	384	774	1,532	46	
November-14	10,473	15,188	1,432	384	774	1,532	46	
December-14	11,277	14,925	1,362	384	774	1,532	46	
January-15	11,277	14,925	1,362	384	774	1,532	46	
February-15	11,277	14,925	1,421	384	774	1,532	46	
March-15	11,277	14,925	1,421	384	774	1,600	46	
April-15	11,277	16,438	1,493	405	859	1,718	46	
May-15	11,277	16,438	1,493	405	859	1,718	46	
June-15	11,277	16,438	1,493	405	859	1,718	46	
	131,304	184,953	17,124	4,670	9,531	19,043	546	Subtotal of column
	135,324	197,251	17,912	4,864	10,308	20,616	546	Subtotal (June Rate x 12/mo)
	12%	8%	2%	2%	20%	2%	2%	% Increase
	151,563	213,031	18,270	4,961	12,370	21,028	557	TOTAL
	364,594							

RETIREES/COBRA

	Kaiser	Blue Cross	Dental	Vision	
July-14	1,676	4,936	370	107	
August-14	1,676	4,936	370	107	
September-14	1,676	4,734	370	107	
October-14	1,676	4,734	370	107	
November-14	1,676	4,734	370	107	
December-14	1,708	5,455	370	107	
January-15	1,708	4,143	318	107	
February-15	1,708	4,143	318	107	
March-15	1,708	4,143	318	107	
April-15	1,708	4,143	318	107	
May-15	1,708	4,143	318	107	
June-15	1,708	4,143	318	107	
		(20,626)	(3,815)		Reimbursement from Retirees
	20,336	33,759	312	1,279	Subtotal
	20,496	29,090	-	1,279	Subtotal (June Rate x 12/mo - less Reimbursement)
	12%	8%	2%	2%	% Increase
	22,956	31,417	-	1,305	TOTAL
	54,372				

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 28-Feb 2015	356,047
PROJECTED ACTIVITY to END of FY:	178,000
Projected YEAR END TOTAL:	534,047
PROPOSED Line Item Amount:	505,322

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	525,288
% Change Actual Year End compared to Proposed Line item amount.	(5.4%)
% Change to Previous Year Budget	(3.8%)

Dollar difference between proposed budget & current budget **-19,966**

NARRATIVE:

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

2.5% @ 55 Employer Rate decreased from 26.601% (FY 14/15) to 10.612% (FY 15/16). In addition, the amount \$277,774 will be added to cover unfunded liability and side fund instead of the prior method of a contribution rate. Employer Paid Member Contribution 8% (Ee paid 6% - Er paid 2%)
2% @ 60 Employer Rate decreased from 8.715% (FY 14/15) to 7.510% (FY 15/16) Employer Paid Member Contribution 7% (Ee paid 6% - Er paid 1%)
2% @ 62 - Effective January 1, 2013 (PERS Pension Reform Act 2013) Employer Rate 6.7% / Employee Rate 6.5% No Employer Paid Member Contribution

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5645 Description: SIP 401a Plan	
Actual Amount As Of: 28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	30,000
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

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

NARRATIVE:

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

Spread:

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun

COASTSIDE COUNTY WATER DISTRICT
DRAFT
 Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description: Legal	
Actual Amount As Of: 28-Feb 2015	37,600
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	55,600
PROPOSED Line Item Amount:	60,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,000
% Change Actual Year End compared to Proposed Line item amount.	7.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

HansonBridgett	\$60,000
Total	\$60,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 28-Feb 2015	3,480
PROJECTED ACTIVITY to END of FY:	2,000
Projected YEAR END TOTAL:	5,480
PROPOSED Line Item Amount:	14,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	14,000
% Change Actual Year End compared to Proposed Line item amount.	155.5%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 28-Feb 2105	16,585
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	21,585
PROPOSED Line Item Amount:	24,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,000
% Change Actual Year End compared to Proposed Line item amount.	11.2%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

	FY 15/16
Financial Audit Service	\$16,000
Accounting Services	\$8,000
Total	<u><u>\$24,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 28-Feb 2015	83,084
PROJECTED ACTIVITY to END of FY:	41,000
Projected YEAR END TOTAL:	124,084
PROPOSED Line Item Amount:	153,056

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	135,168
% Change Actual Year End compared to Proposed Line item amount.	23.3%
% Change to Previous Year Budget	13.2%
Dollar difference between proposed budget & current budget	17,888

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

Line Item

Amount

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 2,180,286			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,958,736	\$ 121,442		\$ 121,442
AMOUNT SUBJECT TO MEDICARE	\$ 2,180,286		\$ 31,614	\$ 31,614
TOTAL				\$ 153,056

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687	Description: Memberships & Subscriptions
Actual Amount As Of: 28-Feb 2015	32,809
PROJECTED ACTIVITY to END of FY:	32,000
Projected YEAR END TOTAL:	64,809
PROPOSED Line Item Amount:	71,290

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	63,074
% Change Actual Year End compared to Proposed Line item amount.	10.0%
% Change to Previous Year Budget	13.0%
Dollar difference between proposed budget & current budget	8,216

NARRATIVE: See attached worksheet for detail of costs

Spread:

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

Worksheet 5687A			
Budget Detail Worksheet			
Line Item: Memberships & Subscriptions			Description
Acct. No. 5687		Amount	
	Alliance for Water Efficiency	\$ 400	Annual Membership
	ACWA	\$ 12,000	Membership dues
	ACWA	\$ 10,000	Delta Sustainability Dues
	AWWA	\$ 2,000	Membership dues and technical publications
	BAWSCA	\$ 29,280	Annual assessment & dues (includes 22% increase)
	California Emergency Utilities	\$ 500	Annual Membership
	California Urban Water Conservation Council	\$ 2,700	Annual Membership
	Chamber of Commerce	\$ 600	Membership dues
	CSDA	\$ 5,000	Membership dues
	Half Moon Bay Review	\$ 60	Annual Subscription
	IAMPO	\$ 100	Subscription for Backflow Prevention Magazine
	Miscellaneous	\$ 2,000	Miscellaneous Dues/Memberships/Subscriptions
	Springbrook Users Group	\$ 100	Annual Users Group for Springbrook Software
	Water Education Foundation	\$ 1,500	Membership dues and technical publications
	Water Net	\$ 250	Publication & Membership
	Water Research Foundation	\$ 1,500	Annual Membership Dues
	Water ReUse	\$ 600	Annual Association Dues
	Wellness Program	\$ 2,100	Wellness Program group membership in health club
	West Group (Formally Barclays)	\$ 600	Updates on California Code of Regulations regarding construction laws
	TOTAL	\$ 71,290	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5688	Description: Election Expense
Actual Amount As Of:	28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
PROPOSED Line Item Amount:		25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

% Change to Previous Year Budget #DIV/0!

Dollar difference between proposed budget & current budget 25,000

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5689	Description: Union Expenses
Actual Amount As Of:	28-Feb 2015	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
PROPOSED Line Item Amount:		6,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **6,000**

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

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

Dollar difference between proposed budget & current budget 0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 28-Feb 2015	16,835
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	16,835
PROPOSED Line Item Amount:	17,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	17,700
% Change Actual Year End compared to Proposed Line item amount.	5.1%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

1. The cost of the LAFCo budget, estimated	\$5,000.00
2. Hazardous Material Handling (Nunes & Denniston)	\$3,500.00
3. Property Taxes	\$1,000.00
4. Annual Encroachment Permit	\$7,000.00
5. District Digital Mapping - Secured Master Data	\$1,200.00
	\$17,700.00

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2015/2016

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 28-Feb 2015	8,035
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	13,035
PROPOSED Line Item Amount:	16,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	16,000
% Change Actual Year End compared to Proposed Line item amount.	22.7%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

#1	\$12,000
#2	\$1,000
#3	\$2,000
#4	\$1,000
	<u>\$16,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

Line Item **Amount**

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

Actual Amount As Of: 28-Feb 2015 **350,866**

PROJECTED ACTIVITY to END of FY: **135,000**

Projected YEAR END TOTAL: **485,866**

PROPOSED Line Item Amount:	485,889
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	485,889
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	(0.0%)
Dollar difference between proposed budget & current budget	0

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2015 Payment	\$349,992
March 2016 Payment	<u>\$135,897</u>
	\$485,889

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5713 Description: Cont. to CIP & Reserves	
Actual Amount As Of: 28-Feb 2015	1,220,883
PROJECTED ACTIVITY to END of FY:	607,332
Projected YEAR END TOTAL:	1,828,215
PROPOSED Line Item Amount:	1,800,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,821,998
% Change Actual Year End compared to Proposed Line item amount.	(1.5%)
% Change to Previous Year Budget	(1.2%)
Dollar difference between proposed budget & current budget	-21,998

NARRATIVE:

Contribution to CIP & Reserves	\$ 1,800,000
	\$ 1,800,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2015/2016**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5715 Description: Existing Bond-CIEDB 11-099	
Actual Amount As Of: 28-Feb 2015	338,024
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	338,024
PROPOSED Line Item Amount:	338,024

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	338,024
% Change Actual Year End compared to Proposed Line item amount.	(0.0%)
% Change to Previous Year Budget	(0.0%)
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

July 2015 Payment	\$257,971
January 2016 Payment	\$80,053
	<u>\$338,024</u>

Spread:

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

CIP Projects FY15/16 to FY24/25

NO.	PROJECT NAME	FY 15/16	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	CIP Total
Equipment Purchase & Replacement												
06-03	SCADA/Telemetry/Electrical Controls Replacement	150,000	150,000	150,000								450,000
08-10	Backhoe					80,000						80,000
08-12	New Service Truck		150,000									150,000
15-04	Vactor Truck/Trailer			200,000								200,000
16-06	Portable work lights	6,000										6,000
99-02	Vehicle Replacement	30,000			30,000		30,000	30,000		30,000		150,000
99-03	Computer Systems	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		45,000
99-04	Office Equipment/Furniture	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000		27,000
8	Equipment Purchase & Replacement Totals	194,000	308,000	358,000	38,000	88,000	38,000	38,000	8,000	38,000		1,108,000
Facilities & Maintenance												
08-08	PRV Valves Replacement Project	30,000	30,000	30,000	30,000	30,000						150,000
09-07	Advanced Metering Infrastructure					1,500,000	1,500,000					3,000,000
09-09	Fire Hydrant Replacement	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		180,000
09-23	District Digital Mapping	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$10,000	100,000
14-11	Replace 2" and Larger Meters with Omni Meters	30,000										30,000
14-13	New Security Fence at Pilarcitos Well Field	20,000										20,000
15-01	Utility Billing Software Upgrade	150,000										150,000
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
99-01	Meter Change Program	10,000	10,000	10,000	10,000	20,000	20,000	20,000	20,000	20,000		140,000
10	Facilities & Maintenance Totals	270,000	70,000	75,000	75,000	1,585,000	1,555,000	55,000	55,000	55,000	3,015,000	6,810,000
Pipeline Projects												
06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project		300,000									300,000

NO.	PROJECT NAME	FY 15/16	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	CIP Total
06-02	Highway 1 South Pipeline Replacement Project			80,000	100,000	1,200,000						1,380,000
07-03	Pilarcitos Canyon Pipeline Replacement	100,000							150,000	1,000,000		1,250,000
07-04	Bell Moon Pipeline Replacement Project			60,000	250,000							310,000
10-01	Main Street Bridge Pipeline Replacement Project	2,000,000										2,000,000
12-02	Wave Valve Automation		50,000									50,000
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
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	3,000,000
18	Pipeline Projects Totals	2,500,000	1,050,000	590,000	815,000	2,385,000	2,000,000	2,000,000	2,150,000	2,500,000	1,500,000	17,490,000
Pump Stations/Tanks/Wells												
06-04	Hazen's Tank Replacement	300,000										300,000
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		350,000									350,000
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

NO.	PROJECT NAME	FY 15/16	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	CIP Total
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	75,000	200,000									275,000
16-08	New Denniston Well			80,000								80,000
11	Pump Stations/Tanks/Wells Totals	375,000	550,000	480,000	700,000	215,000						2,320,000
Water Supply Development												
10-02	Bridgeport Drive Pipeline Replacement Project	110,000	840,000									950,000
12-04	Denniston Treated Water Booster Station	200,000	800,000									1,000,000
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
14-24	Denniston/San Vicente EIR & Permitting	50,000										50,000
14-25	Water Shortage Plan Development	100,000										100,000
6	Water Supply Development Totals	760,000	3,640,000	1,000,000								5,400,000
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
16-01	Denniston WTP Coag Tank Motor Operated Valve	10,000										10,000
16-02	Denniston WTP Filter Repairs	110,000										110,000
16-03	Denniston WTP Filter Flow Meter Replacement	10,000										10,000
16-04	Denniston WTP Pond Return Pump	25,000										25,000
16-05	Nunes Filter Valve Repairs & Replacments	15,000										15,000
99-05	Denniston Maintenance Dredging	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000		283,500
8	Water Treatment Plants Totals	205,000	35,000	35,000	565,000	65,000	65,000	33,500	65,000	35,000		1,103,500
Grand Total		4,304,000	5,653,000	2,538,000	2,193,000	4,338,000	3,658,000	2,126,500	2,278,000	2,628,000	4,515,000	34,231,500

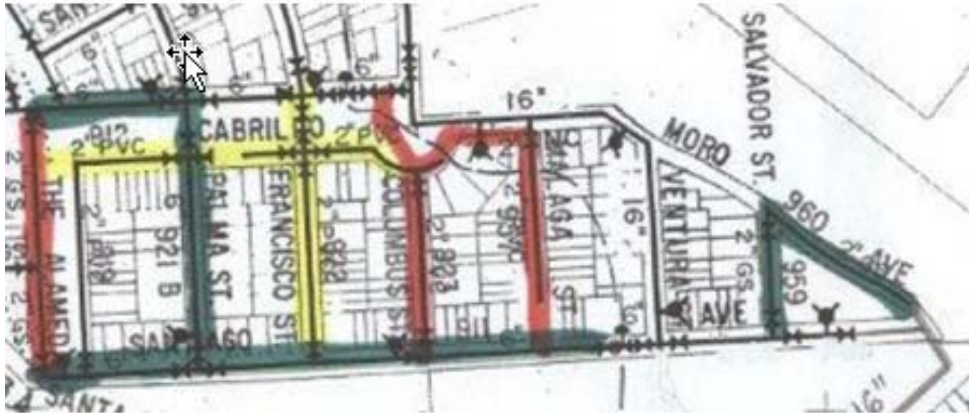
06-01 Avenue Cabrillo Phase 2 & 3 Pipeline Replacement Project

Pipeline Projects

Priority: 2 Improves water service and fire protection, eliminates frequent leak repairs, reduces water loss.

	FY 15/16	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
Total Budgeted: \$600,000		300,000								

Description: The Avenue Cabrillo project replaces old, undersized PVC and galvanized mains in the area of El Granada shown in the sketch below (Red = Phase 1, Yellow = Phase 2, Green = Phase 3). This area has been plagued by numerous leaks and by low-pressure. The project consists of 1) constructing 1,520 linear feet of 8-inch diameter and 8,560 linear feet of 6-inch diameter water pipelines to replace old, leaky pipelines, 2) replacing 8 existing fire hydrants and installing 3 new ones, and 3) replacing or reconnecting 149 existing customer water service pipelines. The project was first placed on the CIP in FY 05/06. District Engineer Jim Teter completed the project documents, breaking construction into three phases in order to spread out the construction costs. The district awarded Phase 1 of the project to Stoloski & Gonzales in September 2012, and the contractor completed construction in February 2013. Because Phase 1 addressed the most serious problems, timing for Phases 2 & 3 is somewhat flexible. It will be advantageous to complete this construction in the near future, however, before San Mateo County's planned pavement overlay project.



06-02 Highway 1 South Pipeline Replacement Project

Pipeline Projects

Priority: 3 Replaces obsolete, substandard main and improves water service, fire protection, water quality.

	FY 15/16	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
Total Budgeted: \$1,380,000			80,000	100,000	1,200,000					

Description: This project would replace about 3500 feet of 2 inch galvanized steel pipe running south along Highway 1 from Miramontes Point Road. The pipeline was part of the Citizens Utilities system acquired when the district was formed in 1948. It serves six connections, one at the approximate midpoint and five at the southern end of the line. These services experience low-pressure problems due to the size and length of the pipe in the prevailing lower pressures in the southernmost part of the District. The low-pressure also creates the risk of water quality problems. District Engineer Teter completed design drawings for the replacement project in November 2008 and prepared an Engineer's Report detailing environmental and permitting requirements and suggesting possible alternatives to replacing the existing pipe with an 8 inch ductile iron main. The District will evaluate the alternatives further before proceeding with the replacement project.



06-03 SCADA/Telemetry/Electrical Controls Replacement

Equipment Purchase & Replacement

Priority: 1 Improves operational efficiency, ensures reliable facility control and communication of critical operations data.

	FY 15/16	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
Total Budgeted: \$600,000	150,000	150,000	150,000							

Description: This project provides for phased upgrading of controls at all the District's facilities and construction of a radio-based data communications network. Digital controllers at the District's facilities monitor reservoir levels, control treatment processes and pump stations, communicate critical data to the District's operations center, and notify operators of alarm conditions. Many of the District's operations run on controllers installed in the 1990s. These controllers are obsolete and can no longer be repaired when they fail. Replacing them before they fail prevents the disruption and higher costs associated with emergency replacements. Transmission of essential data from District facilities to the operations center currently depends on a variety of communication channels, including leased telephone lines, radio links, and cellular network links. These communication links are not under the control of the District, vary in reliability, and can be expensive. This project will connect all District facilities with a reliable, District-owned, ethernet radio network.

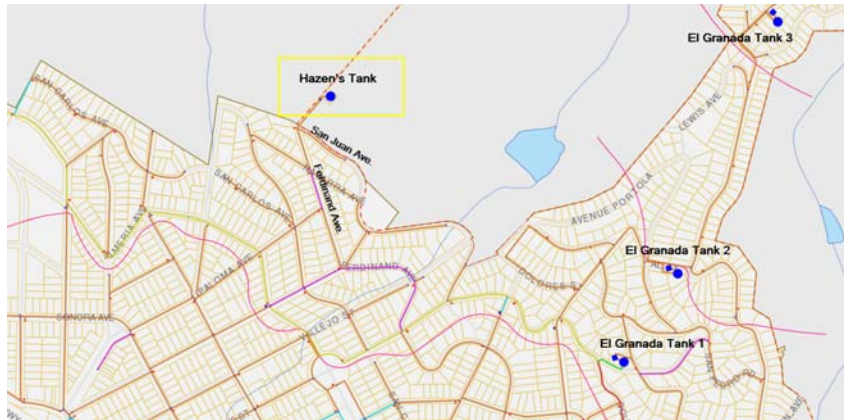
06-04 Hazen's Tank Replacement

Pump Stations/Tanks/Wells

Priority: 1 Replaces essential district infrastructure.

	FY 15/16	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
Total Budgeted: \$500,000	300,000									

Description: Hazen's tank is a 50,000 gallon redwood tank of uncertain age which was moved to the present site near the intersection of San Juan Ave. and Ferdinand Avenue in the mid-1960s. Its purpose is to stabilize water pressures in the nearby higher elevation areas of El Granada within the El Granada Tank 2 pressure zone. This tank has reached the end of its useful life, and its redwood construction raises the risk of water quality problems. The new tank will be a welded steel tank.



07-03 Pilarcitos Canyon Pipeline Replacement

Pipeline Projects

Priority: 1 This project is vital because gravity flow from Pilarcitos saves up to \$40,000 per month in Crystal Springs pumping costs and provides a backup water source for the district in the event of a Crystal Springs pump station failure.

	FY 15/16	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
Total Budgeted: \$1,250,000	100,000							150,000	1,000,000	

Description: The Pilarcitos Canyon Pipeline (also called Stone Dam Pipeline) conveys water from SFPUC's Pilarcitos Reservoir by gravity into the District's system. The original 12 inch welded steel pipeline, built in 1948, failed in an inaccessible area of the pipeline alignment in August 2012. Due to the age and condition of the pipe and the difficulty of working at the failure site, District staff concluded that repairing the pipeline was not feasible. In November 2012, the District obtained a permit from San Francisco to install an emergency temporary replacement pipeline to supply water while the District plans, designs, and constructs a permanent replacement pipe. District staff and contractors completed construction of the temporary line in December 2012. Conditions of the San Francisco permit require the District to conduct a feasibility study for the permanent replacement pipeline and undertake an environmental evaluation of the replacement project by May 2014 and complete construction by November 2015. These deadlines will likely be extended by mutual agreement. This work will require significant coordination between the District and SFPUC. Given the sensitivity of the Pilarcitos Canyon environment and regulatory interest in Pilarcitos stream flows, completion of the permanent replacement could take significantly longer than the three years contemplated in the permit. The temporary pipeline will serve the district's needs during this time. The CIP budgets \$75,000 per year in FY 14/15 and FY 15/16 for the feasibility study, initial environmental review, and preliminary design. The FY 17/18 CIP includes a construction cost placeholder of \$1 million.

07-04 Bell Moon Pipeline Replacement Project

Pipeline Projects

Priority: 3 The District's welded steel pipelines are generally at least 50 years old and subject to increasing risk of failure.

	FY 15/16	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
Total Budgeted: \$310,000			60,000	250,000						

Description: Replaces approximately 725 feet of 12 inch welded steel pipeline serving the light industrial area between Lewis Foster Drive and Highway 92.



08-07 Nunes Filter Valve Replacement

Water Treatment Plants

Priority: 3 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$150,000				30,000	30,000	30,000	30,000	30,000		

Description:

08-08 PRV Valves Replacement Project

Facilities & Maintenance

Priority: 1 Maintains distribution system circulation and water quality

	FY 15/16	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
Total Budgeted: \$180,000	30,000	30,000	30,000	30,000	30,000					

Description: 14 pressure reducing valves (PRV) divide the District's distribution system into four pressure zones. As the valves reach the end of their service life, they may stop or restrict the flow between zones, creating dead ends in the system and increasing the risk of water quality problems. This project provides funding to replace seven remaining older PRV's at one PRV per year.

08-10 Backhoe

Equipment Purchase & Replacement

Priority: 2 Replaces essential District equipment.

	FY 15/16	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
Total Budgeted: \$80,000					80,000					

Description: District crews use a backhoe on a frequent basis for leak repairs. The District purchased its current backhoe used in 2006. This project would replace the backhoe with a late-model used unit.

08-12 New Service Truck

Equipment Purchase & Replacement

Priority: 2

	FY 15/16	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
Total Budgeted: \$150,000		150,000								

Description:

08-14 Alves Tank Recoating, Interior + Exterior

Pump Stations/Tanks/Wells

Priority: 1 Maintains critical district infrastructure.

	FY 15/16	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
Total Budgeted: \$600,000				600,000						

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. The Alves Tank, located above Miramontes Point Road east of Highway 1, is the District's largest at 2.0 million gallons. This project provides for repairing and recoating the Alves Tank. Project costs will include installation and operation of a temporary pump station to ensure adequate flow and pressure to customers in the southernmost area of the District during the tank shutdown. The project also includes replacement of the tank's altitude valve (formerly shown as Project 13-10 at a cost of \$50,000).

08-16 Cahill Tank Exterior Recoat

Pump Stations/Tanks/Wells

Priority: 3 Maintains essential district facilities

	FY 15/16	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
Total Budgeted: \$15,000					15,000					

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. The Cahill tank is a 250,000 gallon surge tank located on the ridge above Crystal Springs Reservoir, near Skylawn Cemetery. The tank receives raw water from the Crystal Springs pumps and provides for a uniform flow into the Nunes Water Treatment Plant. This project provides for exterior recoding of the Cahill tank.

08-18 EG Tank #3 Recoating Interior + Exterior

Pump Stations/Tanks/Wells

Priority: 1 Maintains essential district facilities.

	FY 15/16	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
Total Budgeted: \$700,000		350,000								

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. El Granada Tank #3 is a 250,000 gallon steel tank located at 712 El Granada Boulevard. It supplies the District's highest elevation zone. District Engineer J. Teter completed an inspection report for the tank in January 2009. The inspection found the tank structurally sound and in need of exterior and interior recoding to prevent corrosion.

09-07 Advanced Metering Infrastructure

Facilities & Maintenance

Priority: 2 Ensures efficient District operation and customer service, particularly during water shortages

	FY 15/16	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
Total Budgeted: \$3,000,000					1,500,000	1,500,000				

Description: Advanced Metering Infrastructure (AMI) represents an essential element of a larger District initiative to prepare the District to operate efficiently and meet the needs of its customers during future water shortages. An AMI network transmits meter readings directly to the District's office, eliminating the current labor-intensive manual reading process. AMI provides the ability to read meters daily – or even more frequently – rather than monthly or bimonthly. This facilitates leak detection and allows us to give customers timely feedback that helps them manage their water use. The District has proven the concept of automated meter reading with approximately 500 currently installed meters. These meters operate on a drive-by reading system. The CIP budget provides funds for phased AMI implementation over two years beginning with FY 19/20.

09-09 Fire Hydrant Replacement

Facilities & Maintenance

Priority: 3 Maintains essential district infrastructure.

	FY 15/16	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
Total Budgeted: \$200,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	

Description: This project provides continuing funding for replacement of fire hydrants that have reached the end of their service life. The district has about 620 fire hydrants, and the cost of replacing a hydrant ranges from \$2000-\$5000.

09-18 New Pilarcitos Well

Pump Stations/Tanks/Wells

Priority: 2 Maintains essential district facilities, reduces water purchased costs.

	FY 15/16	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
Total Budgeted: \$150,000			150,000							

Description: Water from a number of wells located on District property along upper Pilarcitos Creek represents an important water source for the District. Under the terms of a permanent water rights license, the District may pump up to 117 million gallons from these wells in the period from November 1 through March 31. Use of the wells results in substantial water cost savings versus the high cost of water purchased from San Francisco Public Utilities Commission. A new well producing 300 gallons per minute could reduce SFPUC water purchase costs by more than \$350,000 in a single pumping season (based on projected FY 18/19 SFPUC cost of \$4.35 per hundred cubic feet) This project provides for drilling a new Pilarcitos well to replace several older wells which have, over time, become less productive.

09-23 District Digital Mapping

Facilities & Maintenance

Priority: 1 Provides an essential tool for District asset management.

	FY 15/16	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
Total Budgeted: \$100,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000

Description: This project provides continuing funding for implementation of the District's Geographic Information System (GIS).The GIS effort began in FY 10/11 with conversion of the District's paper distribution system maps to digital format.

10-01 Main Street Bridge Pipeline Replacement Project

Pipeline Projects

Priority: 1 This remaining section of 10 inch welded steel pipe restricts flow and pressure in the portion of the District south of Pilarcitos Creek. Failure of the pipe on the bridge would cause significant environmental damage and water loss.

	FY 15/16	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
Total Budgeted: \$2,500,000	2,000,000									

Description: The El Granada Pipeline Replacement Project, completed in 2008, included replacing the existing 10 inch welded steel pipe along Main Street with a new 16 inch ductile iron pipeline. The section crossing Pilarcitos Creek, which is suspended from the Main Street bridge, was left out of the project because it was anticipated that the City of Half Moon Bay would construct a new bridge within a few years. As of June 2014, the City has not decided whether it will replace or repair the existing bridge, and passage of Measure F requires that any bridge project be subjected to a vote. This section of pipe is critical for service in the portion of the District south of Pilarcitos Creek. Due to the deteriorated condition of the existing pipe and the difficulty of repairing it, the District must 1) be ready to quickly put an emergency temporary pipeline in place if the pipe fails, 2) proceed with a replacement that does not rely on the City's bridge. The District awarded a design contract for the replacement on June 10, 2014. Construction should take place in 2015.



10-02 Bridgeport Drive Pipeline Replacement Project

Water Supply Development

Priority: 1 This project is critical to the District's efforts to make maximum use of local water sources. It must be completed as soon as possible in order to comply with timing requirements of water rights permits for Denniston/San Vicente.

	FY 15/16	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
Total Budgeted: \$950,000	110,000	840,000								

Description: The Denniston Water Treatment Plant has a capacity of 1000 gpm, but gravity flow from Denniston WTP into the rest of the District's system is limited to about 400 gpm by the existing 8 inch and 10 inch cast iron pipelines along Bridgeport Drive. This limitation precludes making maximum use of the District's economical local water source. The solution to this problem has two elements: 1) construction of a treated water booster station adjacent to the Denniston pump station, and 2) construction of a 3,500 foot, 12 inch ductile iron pipeline bypassing the Bridgeport Drive bottleneck. This project (10-02) would construct the new pipeline. The Denniston treated water booster station is covered by CIP project 12-04.



11-02 CSPS Stainless Steel Inlet Valves

Pump Stations/Tanks/Wells

Priority: 3 Maintains essential district infrastructure.

	FY 15/16	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
Total Budgeted: \$100,000				100,000						

Description: This project would replace the existing carbon steel butterfly valves on the Crystal Springs Pump Station raw water inlets with stainless steel valves. The existing valves are submerged in the Crystal Springs inlet tunnel and subject to corrosion which could render them inoperable. These valves supplement inlet valves located in Crystal Springs reservoir to provide a second barrier against water entering the tunnel when it is necessary to dewater and enter the tunnel for maintenance or inspection purposes. Replacement of the steel inlet valves will complete a project initiated in 2011 to improve reliability and lower maintenance costs of the Crystal Springs Pump Station. The first project phases, completed in 2012, removed two pneumatically operated inlet valves from the tunnel, modified them for manual operation, and relocated them under the inlet screens in Crystal Springs reservoir.

11-05 Half Moon Bay Tank #2 Interior + Exterior Recoat

Pump Stations/Tanks/Wells

Priority: 1 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$200,000			200,000							

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. Half Moon Bay Tank #2 Is a 400,000 gallon steel tank, one of three tanks located on the Nunes Treatment Plant site. The District completed repair and recoating of Half Moon Bay Tank #1, the smallest and the oldest of the three tanks, in 2012. The Tank #1 project also included providing improved access to the roof of Tank #2 via a catwalk from the roof of Tank #1, eliminating Tank #2's access ladder. This project provides for recoating the interior and exterior of Half Moon Bay Tank #2.

11-06 Half Moon Bay Tank #3 Interior + Exterior Recoat

Pump Stations/Tanks/Wells

Priority: 1 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$200,000					200,000					

Description: Under a comprehensive program initiated in 2008, the District has inspected and performed long-deferred maintenance on its steel treated water storage tanks. The maintenance generally consists of repairing corrosion damage, recoating the interior and exterior of the tank, and bringing ladders, manways, railings and other tank features up to current standards. Half Moon Bay Tank #2 Is a 400,000 gallon steel tank, one of three tanks located on the Nunes Treatment Plant site. The District completed repair and recoating of Half Moon Bay Tank #1, the smallest and the oldest of the three tanks, in 2012. This project provides for recoating the interior and exterior of Half Moon Bay Tank #3.

12-02 Wave Valve Automation

Pipeline Projects

Priority: 3 Improves system operation, water quality due to better circulation control, employee safety.

	FY 15/16	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
Total Budgeted: \$50,000		50,000								

Description: The Wave Valve, located on the 16 inch El Granada Pipeline adjacent to the Highway 1 frontage road near Wave Avenue, allows isolating the northern part of the District from the southern area. Closing the valve occasionally may be necessary for operational reasons. This project would retrofit the existing valve with an electrically operated actuator, eliminating a strenuous manual operation which raises safety concerns and providing operators with the ability to control the valve remotely in the event of an emergency or other operational need.



12-04 Denniston Treated Water Booster Station

Water Supply Development

Priority: 1 This project is critical to the District's efforts to make maximum use of local water sources. It must be completed as soon as possible in order to comply with timing requirements of water rights permits for Denniston/San Vicente.

	FY 15/16	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
Total Budgeted: \$1,000,000	200,000	800,000								

Description: The Denniston Water Treatment Plant has a capacity of 1000 gpm, but gravity flow from Denniston WTP into the rest of the District's system is limited to about 400 gpm by the existing 8 inch and 10 inch cast iron pipelines along Bridgeport Drive. This limitation precludes making maximum use of the District's economical local water source. The solution to this problem has two elements: 1) construction of a treated water booster station adjacent to the Denniston pump station, and 2) construction of a 3,500 foot, 12 inch ductile iron pipeline bypassing the Bridgeport Drive bottleneck. This project (12-04) would construct the new pump station. The Bridgeport pipeline replacement is covered by CIP project 10-02. Denniston/San Vicente EIR process must complete before construction can proceed.

12-12 San Vicente Diversion and Pipeline

Water Supply Development

Priority: 1 Essential to secure vital local source water rights.

	FY 15/16	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
Total Budgeted: \$2,300,000	300,000	1,000,000	1,000,000							

Description: A water rights permit issued in 1969 allows the District to divert up to 2 cubic feet per second, year-round, from San Vicente Creek. In order to secure this water right on a permanent basis, the District must divert water from San Vicente. Although the District laid a temporary pipeline and diverted a small quantity of water in the 1980s, San Vicente diversion rights have essentially gone unused. The San Vicente Diversion and Pipeline Project includes the following: 1) construction of a new diversion structure and pumping station at the District owned diversion site on San Vicente Creek. 2) replacement of the existing District owned pipeline from the diversion site to Upper San Vicente Reservoir (approximately 2300 feet). 3) construction of flow control and bypass piping at Upper San Vicente Reservoir. 4) construction of a new pipeline from Upper San Vicente Reservoir to the Denniston pump station (approximately 4000 feet). This project includes \$300,000 in funding for design in FY 15/16 and \$2 million for construction in FY 16/17 and FY 17/18. Denniston/San Vicente EIR process must complete before construction can proceed.

13-02 Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave.

Pipeline Projects

Priority: 2 Prevents water loss and environmental damage, protects water quality.

	FY 15/16	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
Total Budgeted: \$400,000		200,000								

Description: The 8 inch pipeline crossing Pilarcitos Creek between the end of Pilarcitos Avenue just south of the creek and Strawflower Shopping Center is one of only two pipelines supplying water to areas of the district south of Pilarcitos Creek. The pipe's age, current condition, and exact location in the creek are unknown. A break occurring in the section of pipe underneath the creek bed would be very difficult to detect and could cause significant water loss, serious water quality issues which could result in a District-wide boil water order, and environmental damage with potential fines. The objective of this project is to replace the section of pipe under the creek with a pipe running over the creek, possibly attached to the existing footbridge between the end of Pilarcitos Avenue and the shopping center.



13-04 Denniston Reservoir Restoration

Water Supply Development

Priority: 2 Improves yield, quality, and reliability of the District's primary local water source.

	FY 15/16	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
Total Budgeted: \$1,000,000		1,000,000								

Description: Siltation in Denniston reservoir has reduced its volume to a small fraction of the capacity that existed when the District built the Denniston treatment plant. This reduction in volume reduces available yield during the dryer months and results in poor water quality during the wet months due to lack of settling time. This project would substantially restore the original volume of Denniston reservoir. The Environmental Impact Report currently under preparation for the Denniston/San Vicente Water Supply Project includes consideration of Denniston reservoir dredging.



13-05 Denniston WTP Emergency Power

Water Treatment Plants

Priority: 2 Improves water supply reliability, emergency preparedness.

	FY 15/16	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
Total Budgeted: \$500,000				500,000						

Description: This project would provide emergency backup power and associated switchgear for the Denniston Water Treatment Plant and Denniston Pump Station. Denniston provides the only backup to the District's SFPUC water supply, which comes into the district via a single pipeline. Should the SFPUC supply be disrupted for an extended period – by an earthquake, for example – having emergency power at Denniston would ensure continuous flow of water to the District's customers.

13-08 Crystal Springs Spare 350 HP Pump & Motor

Pump Stations/Tanks/Wells

Priority: 2 Ensures reliability of critical facilities.

	FY 15/16	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
Total Budgeted: \$50,000			50,000							

Description: The Crystal Springs Pump Station has two 350 HP pumps and one 500 HP pump. Because failure of any one of the three pumps during peak demand months could impose an immediate water shortage on the District, the District maintains spare replacement units for pumps and motors. This ensures that the District could bring a failed pump back online with in a few days, rather than waiting the 10 to 14 weeks it could take to order and receive a new unit. This project would provide a spare 350 HP pump and motor which could replace either of the operating 350 HP units in the event of a failure. The pump and motor will be purchased in FY 13/14 and FY 17/18, respectively.

13-11 EG Tank #1 & Tank #2 Emergency Generators

Pump Stations/Tanks/Wells

Priority: 1 Ensures adequate water supplies, fire flows.

	FY 15/16	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
Total Budgeted: \$275,000	75,000	200,000								

Description: The pump station at El Granada (EG) Tank #1 lifts water to EG Tank #2, where the EG Tank #2 pump station pumps the water further up El Granada Boulevard to EG Tank #3. In the event of a power failure at EG Tank #1, the higher elevation areas served by tanks 2 and 3 would have only the limited supply (400,000 gallons) contained in those tanks. This would significantly reduce the system's ability to provide adequate fire flows. This project will provide emergency generators and associated switchgear for the EG Tank #1 and EG Tank #2 pump stations.

14-01 Replace 12" Welded Steel Line on Hwy 92 with 8" DI

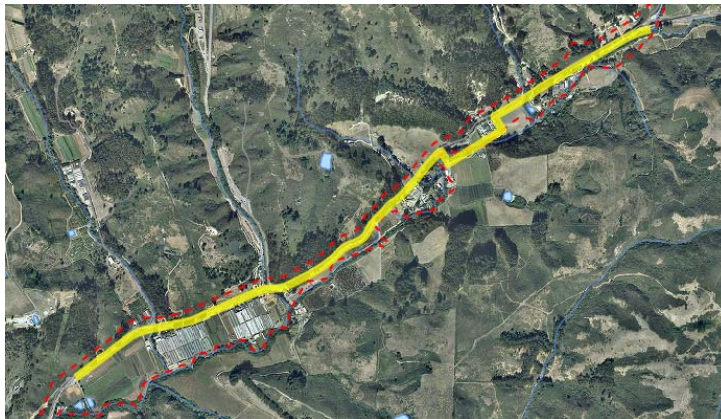
Pipeline Projects

Priority: 2 Replacing this pipeline is important to reduce costs, lower environmental risks, and improve water quality.

	FY 15/16	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
Total Budgeted: \$3,300,000	300,000					1,000,000	1,000,000	1,000,000		

Description: When the District built the new Pilarcitos East Pipeline to bring untreated water from Pilarcitos Reservoir and Crystal Springs to the Nunes Water Treatment Plant, the existing 12 inch welded steel raw water pipeline running along Highway 92 was repurposed to supply treated water to services along Highway 92. This (approximately) 12,000 foot pipeline is one of the oldest in the District and, like other welded steel pipelines, is at the end of its useful life. District crews have repaired a number of leaks along the pipe in recent years, and we would expect the frequency of repairs to increase. A large leak in a section of pipeline close to Pilarcitos Creek could cause significant environmental damage. In addition, the large size of the pipe relative to the low flow demands of the limited number of services along Highway 92 creates water quality problems. We are currently addressing water quality concerns with a schedule of regular flushing, but the flushing itself raises additional issues, including discharge of treated water into Pilarcitos Creek. Given its length and the challenges of construction along the busy highway, replacing this pipe will be expensive – on the order of several million dollars. Construction would occur in phases, beginning with the sections at highest risk for costly failures. The CIP budget for the project includes:

- \$100,000 for planning in FY 15/16
- \$200,000 in FY15/16 for sliplining a problematic section near La Nebbia winery
- Construction cost placeholders of \$1 million per year in FY 20/21 through FY 22/23.



14-11 Replace 2" and Larger Meters with Omni Meters

Facilities & Maintenance

Priority: 2 Ensures equitable collection of revenue from larger customers.

	FY 15/16	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
Total Budgeted: \$60,000	30,000									

Description: This program provides for replacing 2 inch and larger meters with newer technology that more accurately measures low flows, ensuring equitable collection of revenue.

14-13 New Security Fence at Pilarcitos Well Field

Facilities & Maintenance

Priority: 2 Maintains security of district property and facilities.

	FY 15/16	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
Total Budgeted: \$40,000	20,000									

Description: Replaces the fence and gate leading into the District's property in Pilarcitos Canyon. The fence separates District property from the public areas of the adjoining Christmas tree farm. The current fence and gate do not provide adequate security.

14-24 Denniston/San Vicente EIR & Permitting

Water Supply Development

Priority: 1 Essential to the District's efforts to secure vital local water sources.

	FY 15/16	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
Total Budgeted: \$100,000	50,000									

Description: Preparing an Environmental Impact Report (EIR) for the Denniston/San Vicente Water Supply Project is a key element of the District's efforts to secure its rights to vital local water supply sources. Given the environmental sensitivity of the Denniston and San Vicente watersheds and the number of interested parties – the State Water Resources Control Board, farmers, the National Park Service, Montara Water and Sanitary District, Peninsula Open Space Trust, California Department of Fish and Game, National Marine Fisheries Service, San Mateo County, the California Coastal Commission, and others – completing the EIR and obtaining permits for the District's projects and water diversions will require significant resources. This project provides funding for work on Denniston/San Vicente by the District's EIR consultant, water rights counsel, legal counsel, hydrology consultants, biologists, fisheries consultants, and others.

14-25 Water Shortage Plan Development

Water Supply Development

Priority: 1 Ensures the district will be able to meet customer needs, equitably recover revenue, and manage water supplies during a water shortage.

	FY 15/16	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
Total Budgeted: \$150,000	100,000									

Description: Although the District has a Drought Contingency Plan which broadly specifies actions to be taken in response to various levels of water shortage, the District does not have in place the policies, procedures, and administrative infrastructure to efficiently control water demand, ensure equitable revenue recovery, and provide increased levels of customer service during a severe water shortage. The District's utility billing software, for example, does not have the capability to bill each customer based on the customer's water allocation or to apply surcharges for use exceeding the allocation. In addition, the District needs to establish a water shortage rate structure. This project provides funding for a multi-year effort aimed at preparing the District to manage water shortages. Elements of this effort include: - Conducting a drought rate study. - Implementing a drought rate and fee schedule through the required public input and board decision-making processes. - Reviewing and obtaining public input on water allocations to classes of users. - Identifying and evaluating alternatives for modifying or replacing the District's utility billing software. - Implementing new or revised utility billing software. - Developing plans for the significant increase in billing and customer service resources that would be required during a water shortage.

14-26 Replace 2 Inch Pipe Downtown Half Moon Bay

Pipeline Projects

Priority: 3 Replaces obsolete infrastructure, improves water service, fire protection.

	FY 15/16	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
Total Budgeted: \$500,000		500,000								

Description: This project would replace approximately 2500 feet of 2 inch galvanized mains in and around downtown Half Moon Bay. These mains are old, subject to frequent leaks, and incapable of supplying required pressures and flows. Replacing them will allow the District to increase the water pressure in downtown Half Moon Bay and areas to the south.



14-27 Grandview 2 Inch Replacement

Pipeline Projects

Priority: 3 Replaces substandard infrastructure, improves water service, fire flows.

	FY 15/16	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
Total Budgeted: \$450,000			450,000							

Description: This project would replace approximately 2300 feet of 2 inch plastic mains in the Grandview Boulevard neighborhood. These mains are substandard and do not provide the required pressure and flow for fire protection.



14-28 Replace 2 Inch Hilltop Market to Spanishtown

Pipeline Projects

Priority: 3 Replaces obsolete infrastructure, improves water service, fire flows.

	FY 15/16	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
Total Budgeted: \$240,000				240,000						

Description: This project would replace approximately 1200 feet of 2 inch galvanized steel main running along Highway 92 from Hilltop Market to Spanishtown. This main is old, substandard, and incapable of providing required flow and pressure.



14-29 Replace 2 Inch GS Purisima Way

Pipeline Projects

Priority: 3 Replaces obsolete infrastructure, improves water service, fire flows.

	FY 15/16	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
Total Budgeted: \$125,000					125,000					

Description: This project would replace approximately 700 feet of 2 inch galvanized steel main along Purisima Way, north of Miramar Drive. The steel main is substandard and does not provide required flow and pressure.



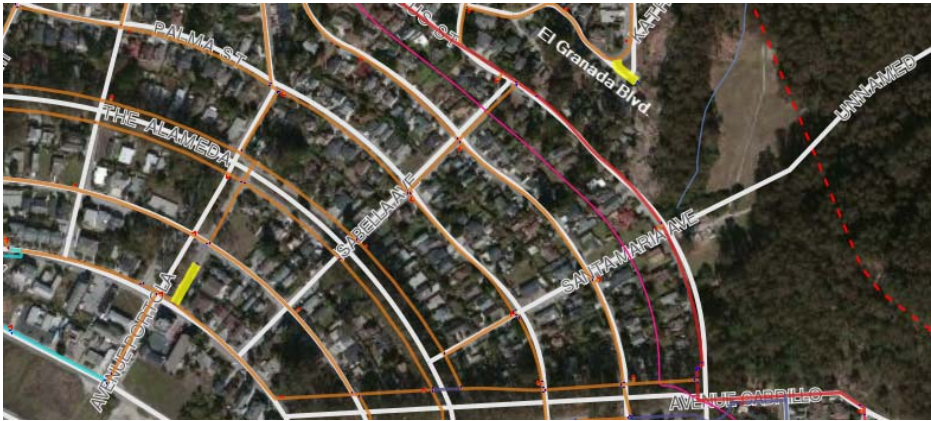
14-30 Replace Miscellaneous 2 Inch GS El Granada

Pipeline Projects

Priority: 3

	FY 15/16	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
Total Budgeted: \$60,000					60,000					

Description: This project would replace approximately 300 feet of 2 inch galvanized steel mains in El Granada that were not included under other projects.



14-31 Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus St.

Pipeline Projects

Priority: 1 Pipeline is welded steel, more than 50 years old, has had numerous leaks.

	FY 15/16	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
Total Budgeted: \$225,000				225,000						

Description: This project would replace approximately 1500 feet of 4 inch welded steel pipeline in El Granada, running along Carmel Avenue and along Ferdinand from Carmel to Columbus (partially paper street). It may be possible to abandon rather than replace the 360 foot section running in the undeveloped Ferdinand right-of-way between Vallejo and Columbus.



14-32 Casa Del Mar - Replace Cast Iron Mains

Pipeline Projects

Priority: 2 These cast iron pipelines are nearing the end of their useful life, leaks are increasing, and repairs are expensive.

	FY 15/16	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
Total Budgeted: \$2,000,000							1,000,000	1,000,000		

Description: Cast iron mains in the Casa Del Mar neighborhood (between Kehoe Avenue and Wave Avenue) were installed between 1965 and 1976. This project would replace approximately 10,700 feet of 4 inch, 6 inch, 8 inch, and 10 inch cast iron pipelines. There have been numerous leaks in this neighborhood, and leaks have caused significant pavement damage due to high pressure in the area.



14-33 Miramar Cast Iron Pipeline Replacement

Pipeline Projects

Priority: 2

	FY 15/16	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
Total Budgeted: \$2,000,000					1,000,000	1,000,000				

Description: This project would replace about 11,000 feet of 8 inch and 10 inch cast iron mains in an area of Miramar bounded approximately by Highway 1, Medio Avenue, and Washington Blvd. Most of these pipes were installed in the mid-1960's.



15-01 Utility Billing Software Upgrade

Facilities & Maintenance

Priority: 1 Capable and well supported utility billing software is essential to the District's operations.

	FY 15/16	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
Total Budgeted: \$150,000	150,000									

Description: The District's utility billing software (Springbrook) does not have the capability to handle budget-based water billing, which is required for the higher stages of our Water Shortage Contingency Plan and may become a permanent feature of the District's future billing approach. District staff has been unsuccessful in obtaining the necessary software modifications from the current vendor. In addition, poor support of the current software makes it difficult for District staff to obtain important information from the billing system. Replacing the current software package will improve software support, allow for budget-based billing as necessary under the Water Shortage Contingency Plan, provide improved access to utility billing information, and allow for better integration of web-based payments and customer online account access

15-03 District Administration/Operations Center

Facilities & Maintenance

Priority:

	FY 15/16	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
Total Budgeted: \$25,000										3,000,000

Description: Evaluation of District space needs performed in connection with the 2014 administration building remodeling project indicated that the District's current facilities are inadequate to meet the District's long-term needs. This project is included in the CIP as a placeholder in anticipation of the need to provide additional space for District operations and administration functions.

15-04 Vactor Truck/Trailer

Equipment Purchase & Replacement

Priority: 2

	FY 15/16	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
Total Budgeted: \$200,000			200,000							

Description: Due to increased regulation of potable water discharges and risks associated with excavating around existing underground utilities, many water agencies have adopted the use of vacuum equipment for excavation of leaks. This item would fund purchase of a vactor trailer or a used vactor truck.

16-01 Denniston WTP Coag Tank Motor Operated Valve

Water Treatment Plants

Priority: 3

	FY 15/16	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
Total Budgeted: \$10,000	10,000									

Description: Presently the coagulation tank is drained when the plant is shut down which prevents old water from affecting the process when the plant is started back up. In the process of draining the coag tank the contact clarifiers also drain, which causes trouble with entrained air upon startup.

16-02 Denniston WTP Filter Repairs

Water Treatment Plants

Priority: 1

	FY 15/16	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
Total Budgeted: \$110,000	110,000									

Description: Last inspection of the filter showed loss of greensand and significant corrosion where the surface wash laterals screw into the header. This will result in loss of filter cleaning and iron/manganese removal efficiency. The project includes opening the filters, removing media, installing new stainless steel surface wash headers, replacing the laterals, replacing media.

16-03 Denniston WTP Filter Flow Meter Replacement

Water Treatment Plants

Priority:

	FY 15/16	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
Total Budgeted: \$10,000	10,000									

Description: The differential pressure flowmeters give indication of gpm through the filter. SWRCB requires that the filter flows be displayed and recorded. All three DP flowmeters are presently not functional and or inaccurate.

16-04 Denniston WTP Pond Return Pump

Water Treatment Plants

Priority: 2

	FY 15/16	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
Total Budgeted: \$25,000	25,000									

Description: This project will complete the washwater handling system at Denniston WTP by adding a sump pump in the washwater holding pond that can be used when it is necessary to route pond water to locations other than the influent flow stream.

16-05 Nunes Filter Valve Repairs & Replacements

Water Treatment Plants

Priority: 1

	FY 15/16	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
Total Budgeted: \$15,000	15,000									

Description: These valves are original equipment and some have failed on all four filters. Currently the operator must climb scaffolding and support brackets to manually operate the broken Surface Wash valve on side B of Filter #3 during backwash. This is a significant safety issue.

16-06 Portable work lights

Equipment Purchase & Replacement

Priority: 1

	FY 15/16	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
Total Budgeted: \$6,000	6,000									

Description: This portable lighting will work in areas where we have emergency main repairs and the trailer-mounted lights cannot be used. They will also be used when we need multiple lights for traffic control.

16-07 Sample Station Replacement Project

Facilities & Maintenance

Priority: 3

	FY 15/16	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
Total Budgeted: \$35,000			5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000

Description: Our present sample stations are not suitably designed for use on the coast. The housing corrodes causing difficulty with opening and closing. In addition, many stations need to be raised above the ground level. This project would replace three stations per year over eight years.

16-08 New Denniston Well

Pump Stations/Tanks/Wells

Priority: 2

	FY 15/16	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
Total Budgeted: \$80,000			80,000							

Description: Due to deterioration over 40+ years of life, the Denniston wells produce a minimal quantity of water. Denniston wells 2, 3 and 4 are beyond repair. Wells on the south side of creek (3 and 4) are very low producers (<20 gpm) and have a serious iron bacteria problem. The casing in well 2 is damaged beyond repair. Subject to further evaluation of potential water availability by our hydrologists, this project would abandon the existing wells and install a new well on the site of well

16-09 Slipline 10-inch Pipeline in Magellan at Hwy 1

Pipeline Projects

Priority: 1

	FY 15/16	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
Total Budgeted: \$100,000	100,000									

Description: On the night of November 23, 2014, the 10-inch cast iron pipeline which runs down Magellan from 5th Avenue and across Highway 1 failed in the field east of Highway 1, causing the loss of more than 750,000 gallons of water and leading to a boil order in some El Granada neighborhoods. This project will prevent similar problems with this line in the future by lining it with a smaller pipe.

99-01 Meter Change Program

Facilities & Maintenance

Priority: 1 Ensures accuracy of metering for billing purposes.

	FY 15/16	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
Total Budgeted: \$150,000	10,000	10,000	10,000	10,000	20,000	20,000	20,000	20,000	20,000	

Description: This project provides on-going funding for the District's replacement of meters that have reached the end of their service life. Anticipating comprehensive replacement of smaller meters in association with AMI implementation (Project 09-07), program reduced beginning FY14/15, to be resumed FY19/20.

99-02 Vehicle Replacement

Equipment Purchase & Replacement

Priority: 2 Replaces essential District equipment.

	FY 15/16	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
Total Budgeted: \$180,000	30,000			30,000		30,000	30,000		30,000	

Description: The District generally considers vehicles – primarily pickup trucks – to have a useful life of 10 years or 100,000 miles. This project provides funding for periodic replacement of the vehicle fleet.

99-03 Computer Systems

Equipment Purchase & Replacement

Priority: 2 Maintains essential District facilities.

	FY 15/16	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
Total Budgeted: \$50,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	

Description: Provides for ongoing replacement of computer systems on a lifecycle of 3 to 5 years.

99-04 Office Equipment/Furniture

Equipment Purchase & Replacement

Priority: 2 Maintains essential district facilities.

	FY 15/16	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
Total Budgeted: \$30,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	

Description: Provides for ongoing replacement of District office equipment and furniture.

99-05 Denniston Maintenance Dredging

Water Treatment Plants

Priority: 1 Dredging is essential to maintain storage capacity and improve the quality of water going into the Denniston Water Treatment Plant.

	FY 15/16	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
Total Budgeted: \$318,500	35,000	35,000	35,000	35,000	35,000	35,000	3,500	35,000	35,000	

Description: This CIP item provides funding for annual maintenance dredging of Denniston Reservoir. The budget for FY 13/14 is higher to provide for planned reestablishment of the creek channel.

NN-00 Pipeline Replacement

Pipeline Projects

Priority: 3

	FY 15/16	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
Total Budgeted: \$1,500,000									1,500,000	1,500,000

Description: Placeholder for cost of continuing pipeline replacement.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report Date: May 8, 2015

Subject: Schedule a Public Hearing on Proposed Rate Increase and Authorize Issuance of a Notice of Public Hearing and Proposed Rate Increase

Recommendation:

Schedule a Public Hearing for Tuesday, June 30, 2015 on the proposed rate increase and authorize Staff to issue a Notice of Public Hearing for the proposed rate increase.

Background:

In order to comply with the requirements of Proposition 218, the recommended Board action would authorize issuance of a notice of a rate increase (draft attached) and schedule a public hearing for June 30, 2015. Following the public hearing, the Board can approve the budget and adopt the rate increase. If a majority of affected property owners submit written protests, the rate increase cannot be adopted.



NOTICE OF PUBLIC HEARING

PROPOSED 2015-2016 RATE INCREASES FOR WATER SERVICES

MAY 14, 2015

NOTICE IS HEREBY GIVEN that the Coastside County Water District (CCWD) Board of Directors will hold a public hearing to consider a proposed increase in the District's water rates as shown in the schedule below. If approved, the new rates will apply to meter readings on and after July 1, 2015. Under the proposed new rates, the typical residential customer using 12 units bi-monthly (Tier 2) would pay an additional \$17.04 per month.

The proposed rate increase is necessitated by an increase in wholesale water rates from the San Francisco Public Utilities Commission of 30%; a projected decrease in water sales due to state mandated reductions in water use given severe drought conditions; an increase in operating expenses including drought management expenses; and by financing costs for the District's Capital Improvement Program.

A realignment of tiers is also being proposed for residential customers based upon an updated cost of service analysis and demand management costs associated with higher water use. Below are examples of how the proposed realigned tiers and proposed increased charges will impact residential bills at various usages:

#units used	Current Bill	Proposed Bill	Additional Cost Bi-Monthly	Additional Cost Per Month
4	\$ 66.33	\$ 80.85	\$ 14.52	\$ 7.26
8	\$ 92.53	\$ 118.17	\$ 25.64	\$ 12.82
12	\$ 121.41	\$ 155.49	\$ 34.08	\$ 17.04
30	\$ 262.17	\$ 361.23	\$ 99.06	\$ 49.53

The basis for the proposed realigned tiers and the amount of the proposed increased rates is set forth in the Water Rate

Structure Update report prepared by the District's rate consultant, HF&H Consultants, LLC, which is available at the District Office. In addition, the Draft CCWD Fiscal Year 2015-2016 Operations and Maintenance Budget and Fiscal Year 15/16 to Fiscal Year 24/25 Capital Improvement Program describe the anticipated revenues and expenses in further detail. Copies are available at the District office or online at www.coastsidewater.org.

ATTEND THE PUBLIC HEARING:
Tuesday, June 30, 2015 - Meeting begins at 7:00 pm
COASTSIDE COUNTY WATER DISTRICT OFFICE
766 Main Street, Half Moon Bay, CA 94019

YOU CAN BE HEARD: Proposition 218 allows a property owner to respond to proposed rate increases prior to the close of the public hearing. If you wish to protest the proposed rate changes, CCWD must receive your **written protest** prior to the close of, or during, the public hearing on Tuesday, June 30, 2015 at 7:00 PM.

You may deliver your protest at the public hearing, or you can deliver the protest in advance by first class mail or personal delivery to: *Attention: General Manager, Coastside County Water District, 766 Main Street, Half Moon Bay, CA 94019*

Email protests will not be accepted

For your protest to be counted, please include one of the following: address(es) or Assessor Parcel Number(s) of the property(ies) you own, or the utility account number(s) for active utility accounts that are subject to the proposed rate adjustment(s). Protests are limited to one per parcel. If written protests are submitted by a majority of the affected property owners/customers, the proposed rate increases will not be imposed.

COASTSIDE COUNTY WATER DISTRICT FY 2015 – 2016 PROPOSED AMENDMENTS TO WATER RATE SCHEDULE

RESIDENTIAL & OTHER CUSTOMERS – BASE CHARGE

Meter Size	Currently Bimonthly Base Charge	Proposed Bimonthly Base Charge
5/8 inch	\$40.13	\$47.45
5/8 inch for 2 dwelling units	\$80.26	\$94.90
3/4 inch	\$60.32	\$71.32
¾ inch for 2 dwelling units	\$120.64	\$142.63
1.0 inch	\$100.54	\$118.87
1.5 inch	\$194.16	\$229.56
2.0 inch	\$321.78	\$380.44
3.0 inch	\$703.94	\$832.27
4.0 inch	\$2,413.82	\$2,853.84

RESIDENTIAL CUSTOMERS - WATER RATE QUANTITY CHARGE

Current Rate Tiers Bimonthly Use	Current Water Consumption Charge Per Unit	Proposed Realigned Rate Tiers Bimonthly Use	Proposed Water Consumption Charge Per Unit
1 1 – 8 Units	\$6.55	1 1-4 Units	\$8.35
2 9 – 25 Units	\$7.22	2 5-16 Units	\$9.33
3 26 – 40 Units	\$9.38	3 17-30 Units	\$12.03
4 41+ Units	\$11.61	4 31+ Units	\$15.94

One Unit of water equals 100 cubic feet or 748 gallons

ALL OTHER CUSTOMERS - WATER RATE QUANTITY CHARGE

Current Rate: \$ 8.93 per unit Proposed Rate: \$ 10.28 per unit

FIRE DETECTOR CHECK VALVE – BI MONTHLY SERVICE CHARGE

Current Rate: \$ 8.79 per inch Proposed Rate: \$ 10.39 per inch



www.saveourwater.com

Go to www.coastsidewater.org to sign up for the District's E-Newsletter.

Important Information from Coastside County Water District - Please Open and Read

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Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
www.coastsidewater.org
(650) 726-4405

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2015

Report

Date: May 8, 2015

Subject: Cost of Service Analysis and Proposed Water Rate Changes

Recommendation:

No Board action required at this time.

Background:

As we discussed with the Board at our March 31 Budget Workshop, SFPUC's 28% wholesale rate increase, combined with expenses related to the continuing drought, have significantly increased the District's revenue requirements. At the same time, drought-related water use reductions have reduced the District's revenue. These factors will combine to push water rates significantly higher. Staff's workshop discussion with the Board focused on revenue risks and on strategies which could be used to mitigate the high rate increase, including borrowing and capital project deferrals. The Board voiced concern about the risks and the District's level of reserves and suggested that higher rate increases should be considered to ensure the District's financial stability in the face of future pressures created by the drought.

Following the March 31 Budget Workshop a rapidly developing series of external events has significantly changed the risks, regulatory factors, and Proposition 218 requirements we discussed with the Board in the Workshop, requiring District staff, working with rate consultants HF&H, to change course in our recommendations for a rate increase and change in rate structure . . .

- March 31 - Budget Workshop
- April 1 - Governor Brown issues an executive order asking for a statewide 25% reduction in potable urban water usage
- April 14 Board Meeting - Staff presents a revised budget and proposal for rate structure changes given Governor Brown's announcement. The revised proposal incorporates HF&H's preliminary recommendations and model for a rate structure change.
- April 15 - SFPUC provides notice that there would be no changes to the 10% voluntary reductions
- April 20 - SWRCB issues a proposed framework for regulations placing the District in the 8% tier for conservation. (*New regulations will be final on May 15.*)

- April 20 – San Juan Capistrano Prop 218 Appellate Court decision is handed down. Court rules that San Juan Capistrano’s tiered rates did not comply with Prop 218’s requirement that charges reflect “the cost of service attributable to” a parcel
- April 21 + -- District staff regroups with HF&H Consultants to develop a new approach in order to incorporate a cost of service analysis into our rate structure recommendations.

Cost of Service Analysis and Proposed Rates

In order to align our proposed rates with the guidance established by the April 20 San Juan Capistrano decision, staff has worked with rate consultants HF&H to develop cost-of-service-based rates which will meet the District’s Fiscal Year 2015-2016 revenue requirements. The analysis results in an overall rate increase of 24%, with base service charges increasing 18%, residential volumetric rates in realigned tiers increasing from 22% to 39%, and non-residential volumetric rates increasing 15%. HF&H Consultants’ May 8, 2015 *Water Rate Structure Update* report, attached, describes in detail the cost of service analysis, the proposed realignment of residential tiers, and the proposed rates.

Staff and HF&H will make a presentation focusing on the cost of service analysis and the proposed new rates.



COASTSIDE COUNTY WATER DISTRICT WATER RATE STRUCTURE UPDATE



May 8, 2015



HF&H Consultants, LLC

Executive Department
State of California

EXECUTIVE ORDER B-29-15

WHEREAS on January 17, 2014, I proclaimed a State of Emergency to exist throughout the State of California due to severe drought conditions; and

WHEREAS on April 25, 2014, I proclaimed a Continued State of Emergency to exist throughout the State of California due to the ongoing drought; and

WHEREAS California's water supplies continue to be severely depleted despite a limited amount of rain and snowfall this winter, with record low snowpack in the Sierra Nevada mountains, decreased water levels in most of California's reservoirs, reduced flows in the state's rivers and shrinking supplies in underground water basins; and

WHEREAS the severe drought conditions continue to present urgent challenges including: drinking water shortages in communities across the state, diminished water for agricultural production, degraded habitat for many fish and wildlife species, increased wildfire risk, and the threat of saltwater contamination to fresh water supplies in the Sacramento-San Joaquin Bay Delta; and

WHEREAS a distinct possibility exists that the current drought will stretch into a fifth straight year in 2016 and beyond; and

WHEREAS new expedited actions are needed to reduce the harmful impacts from water shortages and other impacts of the drought; and

WHEREAS the magnitude of the severe drought conditions continues to present threats beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to combat; and

WHEREAS under the provisions of section 8558(b) of the Government Code, I find that conditions of extreme peril to the safety of persons and property continue to exist in California due to water shortage and drought conditions with which local authority is unable to cope; and

WHEREAS under the provisions of section 8571 of the California Government Code, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay the mitigation of the effects of the drought.

NOW, THEREFORE, I, EDMUND G. BROWN JR., Governor of the State of California, in accordance with the authority vested in me by the Constitution and statutes of the State of California, in particular Government Code sections 8567 and 8571 of the California Government Code, do hereby issue this Executive Order, effective immediately.

Governor Brown's April 1, 2015 Executive Order declared a State of Emergency and mandates that the State Water Resources Control Board impose 25% restrictions on urban water use through February 28, 2016 compared to water use in 2013. (Page 1 shown here.)

COASTSIDE COUNTY WATER DISTRICT

766 Main Street
Half Moon Bay, CA 94019



WATER RATE STRUCTURE UPDATE

May 8, 2015

HF&H CONSULTANTS, LLC

201 North Civic Drive, Suite 230
Walnut Creek, CA 94596



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HILTON FARNKOPF & HOBSON

HF&H CONSULTANTS, LLC

Managing Tomorrow's Resources Today

201 North Civic Drive, Suite 230
Walnut Creek, California 94596
Tel: (925) 977-6950
Fax: (925) 977-6955
hfh-consultants.com

Robert D. Hilton, CMC
John W. Farnkopf, PE
Laith B. Ezzet, CMC
Richard J. Simonson, CMC
Marva M. Sheehan, CPA
Robert C. Hilton, CMC

May 8, 2015

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

Subject: Water Rate Structure Update

Dear Mr. Dickson:

HF&H is pleased to submit this water rate structure update of the Coastside County Water District's (District) FY 2015-16 rates. The report summarizes the analysis that was conducted to develop the proposed rates. A copy of the District staff's cost of service analysis is included in the appendix.

California is experiencing a severe drought that has led the District to declare a Stage II shortage. This report describes the development of proposed rate structure modifications that HF&H assisted the District to develop in response to Governor Brown's April 1, 2015 Executive Order B-29-15 (Order). The Order mandates a 25% statewide conservation reduction with individual reductions for each urban water agency. Directive 8 of the Order states that the State Water Resources Control Board (State Water Board) shall work with the California Department of Water Resources, the California Public Utilities Commission and other agencies to support urban water suppliers' actions to implement rates and pricing structures to encourage additional conservation. In the District's case, an additional 8% reduction is mandated starting June 1, 2015 through February 2016.

Furthermore, The State Water Board states that the Fourth District Court of Appeal's recent Decision in *Capistrano Taxpayers Association Inc. v. City of San Juan Capistrano* (G048969) does not foreclose the use of conservation-oriented rate structures.

This report is organized into three sections:

- **Findings and Recommendations** - A summary of the proposed rate structure modifications.
- **FY 2015-16 Revenue Requirement** - The total estimated costs that must be covered by rates.
- **Cost of Service Allocations** - The allocation of the revenue requirement to the residential and non-residential customers.
- **Rate Design** - The derivation of the base service charges and residential and non-residential volume charges, including customer bill impacts.

The District has demonstrated leadership in improving rate payer equity during a time when costs are increasing in compliance with regulatory mandates. It has been a privilege to assist the District with this step forward.

Very truly yours,

HF&H CONSULTANTS, LLC

John W. Farnkopf, P.E., Senior Vice President
Sima Mostafaei, C.M.A., Senior Associate

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ACRONYMS

Base Service	Refers to the costs that all customers pay, regardless of customer class, based on the size of the service connection
Base Volumetric	Represents the uniform costs of delivering water to all of the District's residential customers
FY	Fiscal Year
CCF or HCF	Hundred cubic feet of metered water sold; 748 gallons; a cube of water 4.6 feet on edge
EMU	Equivalent metered unit
GPD	Gallons per Day
GPCD	Gallons per Capita per Day
O&M	Operations and Maintenance
PAYGo	Pay-As-You-Go, in reference to funding capital improvements from cash rather than from borrowed sources of revenue
SFPUC	San Francisco Public Utilities Commission
SWRCB	State Water Resources Control Board

ACKNOWLEDGEMENTS

District Board

Chris Mickelsen, President
Arnie Glassberg, Vice President
Ken Coverdell, Board Director
Steve Flint, Board Director
Glenn Reynolds, Board Director

District Staff

Dave Dickson, General Manager
Mary Rogren, Assistant General Manager
Cathleen Brennan, Water Resource Analyst

HF&H Consultants

John Farnkopf, Sr. Vice President
Sima Mostafaei, Senior Associate

LIMITATIONS

This document was prepared solely for Coastside County Water District in accordance with the contract between the District and HF&H and is not intended for use by any other party for any other purpose.

In preparing this analysis, we relied on information and instructions from the District, which we consider to be accurate and reliable and did not independently verify.

Rounding differences caused by stored values in electronic format may exist.

This document addresses relevant laws, regulations, and court decisions but should not be relied upon as legal advice. Questions concerning the interpretation of legal authorities referenced in this document should be referred to a qualified attorney.

COASTSIDE COUNTY WATER DISTRICT



WATER RATE STRUCTURE UPDATE

SECTION 1. FINDINGS AND RECOMMENDATIONS

The proposed modifications were derived to account for the District's increased costs and for decreased revenue resulting from additional customer conservation. The modifications also adjust the residential tiered rate structure to generate the cost of serving the residential customer class.

1. **Severe drought conditions exist.** The State Water Resources Control Board (SWRCB) has mandated an 8% conservation standard for the District beginning June 1, 2015. The SWRCB will direct urban water suppliers to develop rate structures and other pricing mechanisms, including but not limited to surcharges, fees, and penalties, to maximize water conservation consistent with statewide water restrictions.
2. **A 24% revenue increase is needed.** The District's costs are increasing in order to implement a conservation program to comply with the Governor's Executive Order and SWRCB's Resolution 2015-0013 (adopted May 5, 2015):

The State Water Board calls upon urban water suppliers to ensure that adequate personnel and financial resources exist to implement conservation requirements for years 2015 and 2016, should an additional drought year occur. Water suppliers that are facing budget shortfalls due to reduced sales should take immediate steps to raise necessary revenues in a way that actively promotes conservation.

In addition, the unit cost of water supply from the SFPUC will increase approximately 30%. Even with reduced water purchases, the District's cost of SFPUC water will increase. With conservation, the District's revenue from water sales will also decrease. The combined effect of these factors will require an increase in rate revenue of \$1.9 million or 24%.

3. **Customer impacts vary because of cost of service adjustments.** The overall revenue increase of 24% applies differently to the District's base service charges and the residential and non-residential quantity charges because of adjustments in the cost of service derived by District staff. In general, the cost of service analysis shifted costs slightly away from the base service charges to the quantity charges and from the non-residential quantity charges to the residential quantity charges.
4. **Base service charges are projected to increase 18%.** The results of the cost of service analysis increased base service charges (which apply to all customers depending on size of service connection and regardless of customer class) by 18%. The current and proposed base service charges are shown in **Figure 1-1**.

Figure 1-1. Current and Proposed Base Service Charges

Meter Size	Current (Bimonthly)	Proposed (Bimonthly)
5/8"	\$40.13	\$47.45
5/8" for 2 dwelling units	\$80.27	\$94.90
3/4"	\$60.32	\$71.32
3/4" for 2 dwelling units	\$120.64	\$142.63
1"	\$100.54	\$118.87
1.5"	\$194.16	\$229.56
2"	\$321.78	\$380.44
3"	\$703.94	\$832.27
4"	\$2,413.82	\$2,853.84

5. **Residential quantity charge revenue is projected to increase 37%.** Residential tiered rates are designed to generate 37% more revenue, which is caused in part by the shift in the cost of service from the non-residential customers as well as the projected increased costs and reduced consumption. The current and projected quantity charges are shown in **Figure 1-2.**

Figure 1-2. Current and Proposed Residential Quantity Charges

	Current		Proposed			
	Bimonthly Use (HCF)	Quantity Charge (\$/HCF)	Bimonthly Use (HCF)	Base Volumetric (\$/HCF)	Demand Management (\$/HCF)	Quantity Charge (\$/HCF)
Residential Tier 1	1-8	\$6.55	1-4	\$8.35	\$0.00	\$8.35
Tier 2	9-25	\$7.22	5-16	\$8.35	\$0.98	\$9.33
Tier 3	26-40	\$9.38	17-30	\$8.35	\$3.68	\$12.03
Tier 4	41 or more	\$11.61	31 or more	\$8.35	\$7.60	\$15.94

6. **Increases in residential bills vary depending on the amount of water use.** The increases in customer bills with the proposed increases in base service charges and quantity charges ranges from 22% for use in Tier 1 (4 HCF) to 39% or more for use in Tier 4 (31 HCF).
7. **Non-residential quantity charge is projected to increase 15%.** This increase is less than the overall 24% revenue increase because of the shift in the cost of service away from non-residential to residential customers that was determined by the District staff's cost of service analysis. The uniform quantity rate structure

remains in place; the quantity charge increases from \$8.93 to \$10.28 per hundred cubic feet (HCF).

SECTION 2. FY 2015-16 REVENUE REQUIREMENT

Revenue Increases

The revenue requirements used for deriving the proposed rate modifications correspond to the draft budget under development by District staff for FY 2015-16. There are two noteworthy cost areas. First, the SFPUC's rates are increasing approximately 30% for FY 2015-16. The District's projected cost of SFPUC water incorporates the projected conservation reduction required of the District's customers to comply with the SWRCB's emergency regulations. Second, the demand management costs associated with administering and enforcing the District's Stage II conservation program are increasing to fulfill the higher level of customer service that must be provided.

To determine how much additional rate revenue is required, the projected revenue requirement is compared with the projected revenue from current rates. The revenue projection also reflects reduced demand by customers. The shortfall must be covered by an increase in revenue from the base service and quantity charges. This comparison is shown in **Figure 2-1**, which indicates a \$1,908,738 shortfall in projected FY 2015-16 rate revenue when compared with the FY 2015-16 revenue requirement.

Figure 2-1. Revenue Requirement Projections

<u>FY 15-16 Rate Revenue (under current rate structure)</u>		
Base Charges	\$ 1,740,189	
Quantity Charges		
Residential	2,924,376	
Non-residential	3,290,615	
Subtotal - Quantity Charges	\$ 6,214,991	
Total Current Rate Revenue		\$ 7,955,179
<u>FY 15-16 Revenue Requirement</u>		
Operating Expenses	\$ 4,366,421	
Non-operating Revenue	(1,118,795)	
Electricity	457,452	
SFPUC Water	2,871,946	
Debt Service	823,913	
Contribution to Capital	1,630,000	
Subtotal	\$ 9,030,937	
Demand Management Costs	832,980	
Total Revenue Requirement		\$ 9,863,917
Shortfall - Increased Costs	\$(1,075,758)	-14%
Shortfall - Demand Management	(832,980)	-10%
Total Revenue Shortfall	\$(1,908,738)	-24%

Rate revenue must be increased 24% in order to cover the projected shortfall because the District's reserves have diminished because of recent conservation and cannot further support rates without the projected rate increase.

The revenue requirements served as the basis for the District's cost of service analysis as described in the next section.

SECTION 3. COST OF SERVICE ALLOCATIONS

Legal Requirements

Cost of service analysis allocates the revenue requirement to customers based on proportionate measures such as the amount of capacity that is required and the level of demand. The industry practice for cost of service analysis is generally described by the American Water Works Association's rate-making Manual M-1, *Principles of Water Rates, Fees, and Charges*. This national manual provides guidance but does not prescribe a single methodology. The M1 Manual's "Overview of the Key Technical Analyses Associated With Cost-Based Rate Making" provides the following guidance:

In establishing cost-based water rates, it is important to understand that a cost-of-service methodology does not prescribe a single approach. Rather, as the First Edition of the M1 manual noted, "the (M1 Manual) is aimed at outlining the basic elements involved in water rates and suggesting alternative rules of procedure for formulating rates, thus permitting the exercise of judgment and preference to meet local conditions and requirements." [AWWA M1 Manual, *Water Rates Manual*, First Edition, 1954, p. 1.] This manual, like those before it, provides the reader with an understanding of the options that make up the generally accepted methodologies and principles used to establish cost-based rates. From the application of these options within the principles and methodologies, a utility may create cost-based rates that reflect the distinct and unique characteristics of that utility and the values of the community.¹

From its earliest days, the AWWA has recognized the need to exercise judgment in deriving reasonable rates. Reasonable rates are not arbitrary, capricious, or discriminatory. Arbitrary rates reflect choices in classifying and allocating costs for which there is no rationale. Capricious rates contain data and assumptions for which there is no factual basis. Discriminatory rates are disproportionate to the cost of providing service. The analyst may exercise judgment to ensure that rates are reasonable in each case.

California court decisions also reflect the need to exercise judgment in cost of service analysis. In affirming tiered rates during California's last major drought in 1986 through 1992, the appellate court found:

¹ *Principles of Water Rates, Fees, and Charges*. AWWA M1 Manual of Water Supply Practices, Sixth Edition, 2012, page 5.

In pursuing a constitutionally and statutorily mandated conservation program, cost allocations for services provided are to be judged by a standard of reasonableness with some flexibility permitted to account for system-wide complexity.²

The State Constitution subsequently was modified in 1996 to add Article XIID, Section 6(b)3, which requires that:

The amount of the fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.

This requirement applies to charges determined by water rates. Cost of service analysis is the analytical technique used to establish proportional fees and charges.

Subsequent court decisions regarding the cost of service and rate design reflect the challenges in rate setting related to the need to make assumptions to make up for the lack of data and for accounting practices that may not provide sufficient detail.

Apportionment is not a determination that lends itself to precise calculation. [...] That there may be other methods favored by plaintiffs does not render defendant's method unconstitutional.³

While it is clear that the District's water measurement system is not perfect, section 6 [of Article XIID] does not require perfection.⁴

In this rate update, District staff's cost of service analysis, which services as the basis for the rate design, relied on its budgeted costs as the basis for the cost allocations. Assumptions and judgment were required in allocating costs that result in reasonable rates, similar to the assumptions and judgment that most rate studies require and that are permitted within the law.

Cost Allocations

District staff allocated the revenue requirements among three categories: costs associated with the base service charge, costs associated with the base volumetric charge, and demand management costs.

² *Brydon et al. v. East Bay Municipal Utility District et al.*, 1994.

³ *Griffith v. Pajaro Valley Water Management Agency*, 2013.

⁴ *Morgan et al. v. Imperial Irrigation District*, 2014.

- **Base service costs** - Costs associated with the base service charge relate to system capacity, and encompass debt service payments and capital contributions related to pipeline, water supply development, and other infrastructure projects.
- **Base volumetric costs** - Costs associated with the base volumetric component are considered variable costs because they vary based on the total amount of water distributed to customers throughout the system. These costs comprise the annual cost of purchased water from SFPUC, the electricity used for pumping, as well as administrative and overhead operating expenses.
- **Demand volumetric costs** - Costs attributable to demand management include personnel costs dedicated to managing demand, public outreach to high-use consumers to encourage conservation, consulting efforts addressing drought and consumption related issues, and capital improvement projects earmarked for demand management.

Base volumetric and demand management costs were allocated by District staff between the Residential and Non-residential customer classes using the following allocation factors:

- **Flow** - Costs are allocated between residential versus non-residential in proportion to total metered water consumption.
- **Equivalent Meter Units (EMUs)** - Costs are allocated in proportion to meter capacity.

Figure 3-1 presents the revenue requirements by cost category, and with respect to base volumetric and demand management costs, by customer class. The District staff’s complete cost of service analysis can be found in Appendix A of this report.

Figure 3-1. Revenue Requirements by Cost Category (FY 2015-16)

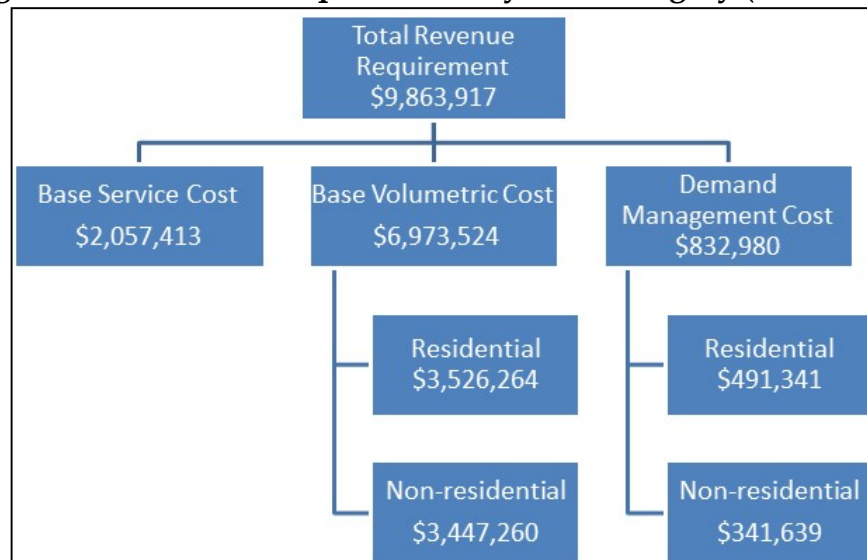


Figure 3-2 compares the revenue from current rates with the projected revenue based on the District staff’s cost of service analysis. The comparison indicates that the greatest shift occurs in the revenue generated from the non-residential quantity charge to the residential quantity charge. The analysis apportions the costs between the customer classes based on demand characteristics and volumes of water, therefore the cost allocated to each class fluctuates over time. The overall revenue increase of 24% applies differently to the District’s base service charges and the residential and non-residential quantity charges because of adjustments in the cost of service derived by District staff. Please refer to Appendix A for the District staff’s cost of service analysis.

Figure 3-2. Cost of Service Summary

	Current Revenue	Revenue Increases	Cost of Service Adjustment	Projected Revenue	Percent Change
Base Service Charges	\$ 1,740,189	\$ 235,321	\$ 81,903	\$ 2,057,413	18%
Quantity Charges					
Residential	2,924,376	886,796	206,433	4,017,605	37%
Non-residential	3,290,615	786,620	(288,336)	3,788,899	15%
Subtotal - Quantity Charge	6,214,991	1,673,416	(81,903)	7,806,504	
Total Rate Revenue	\$ 7,955,179	\$1,908,738	\$ -	\$ 9,863,917	24%

SECTION 4. RATE DESIGN

Current Rates

The District’s rate payers pay the sum of two charges for water service on a bi-monthly basis: a base service charge based on the size of the service connection plus a quantity charge based on metered water use during the billing period⁵. The current rates are summarized in **Figure 4-1**.

Figure 4-1. Current Base Service and Quantity Charges

Base Service Charge (by meter size)	Bi-monthly Charge	
5/8"	\$40.13	
5/8" for 2 dwelling units	\$80.26	
3/4"	\$60.32	
3/4" for 2 dwelling units	\$120.64	
1"	\$100.54	
1.5"	\$194.16	
2"	\$321.78	
3"	\$703.94	
4"	\$2,413.82	
Quantity Charge (\$/HCF)	Bi-monthly Use	Quantity Charge
Residential		
Tier 1	1-8	\$6.55
Tier 2	9-25	\$7.22
Tier 3	26-40	\$9.38
Tier 4	41 or more	\$11.61
Non-residential	per HCF	\$8.93

The meter charges are the same regardless of customer class. In other words, the charge for a meter of a given size is the same for all meters of that size regardless of

⁵ The District currently bills residential customers at bi-monthly intervals. The District is considering converting to monthly billing intervals. The proposed modifications can be adjusted to accommodate either time interval.

which class of customer is served. The quantity charges vary depending on the customer class. The residential quantity charges are tiered and the non-residential quantity charge is a uniform, un-tiered rate.

Residential customers pay tiered consumption charges, also referred to as “increasing block rates.” The current residential increasing block rates comprise four tiers. Residential customers pay rates for successive ranges of consumption (tier or block). The rate in each tier increases as consumption increases in proportion to the increasing cost of serving higher levels of demand, which place burdens on the capacity of the infrastructure as well as on the sources of supply. The total quantity charge is the sum of the consumption in each tier multiplied times the corresponding rate in each tier.

Proposed Rates

Base Service Charges

The current base service charges generate \$1,740,189, and need to increase by 18% in order to generate the \$2,057,413 identified by the revenue requirement and the cost of service analyses. In order to determine the bi-monthly charge by size of connection, the number of active meters are converted to equivalent meter units (EMU) as shown in **Figure 4-2**. The EMU multiplier by meter size is based on capacity and is the same multiplier used to determine the current bi-monthly base service charges. The bi-monthly service charge for one EMU of 1.00 is derived by dividing the total base service costs of \$2,057,413 by the total number of EMUs or 7,227. This quotient was then divided by six to convert from an annual charge of \$284.68 to a bi-monthly charge of \$47.45. The service charges were then graduated using the EMU multipliers, the effect of which is to increase the service charges for the larger services. Note the total FY 2015-16 revenue from base service charges in **Figure 4-2** is equal to the total base service costs presented in **Figure 3-1**.

Figure 4-2. Calculation of Proposed Bi-monthly Base Service Charges

Meter Sizes	Meter Count	EMU Multiplier	Total EMUs	Base Charge (Proposed)	FY15-16 Revenue
5/8"	5,902	1.00	5,902	\$47.45	\$1,680,296
5/8" for 2 dwelling units	15	2.00	30	\$94.90	\$8,541
3/4"	178	1.50	268	\$71.32	\$76,166
3/4" for 2 dwelling units	2	3.01	6	\$142.63	\$1,712
1"	170	2.51	426	\$118.87	\$121,247
1.5"	24	4.84	116	\$229.56	\$33,056
2"	36	8.02	289	\$380.44	\$82,174
3"	4	17.54	70	\$832.27	\$19,974
4"	2	60.14	120	\$2,853.84	\$34,246
	6,333		7,227		\$2,057,413

The total \$2,057,413 in projected revenue from base service charges is 21% of the total rate revenue. As an industry practice and as a guideline of the California Urban Water Conservation Council, it is desirable to cap the revenue from fixed charges like the base service charges at no more than 30%. At this level, customer bills respond to conservation sufficiently to reward efficient use and discourage inefficiency. It is noted that revenue stability is adversely affected as fixed charge revenue is reduced and more revenue is recovered from the volumetric charge; however, there is significant revenue generated by non-seasonal water use, which in combination with the revenue from fixed charges can approach the utility's fixed costs which are at least 70% to 80% of the total costs. Nonetheless, it is critical for the District to monitor its fund balance.

Residential Quantity Charges

Quantity charges are derived for the residential and non-residential customers by dividing their projected metered water use into their respective portions of the revenue requirement. **Figure 4-3** summarizes the projected consumption by fiscal year and by customer class. The quantity projections are consistent with The State Board's emergency regulations, which mandate an 8% overall cutback starting June 1, 2015.

Figure 4-3. Water Consumption by Customer Class

	FY 2013-14 Actual (HCF)	FY 2014-15 Estm Actual (HCF)	FY 2015-16 Projected (HCF)
<u>Residential</u>			
Tiered Charges	514,586	442,659	422,414
% Change		-14%	-5%
<u>Non-residential</u>			
Uniform Charge	406,790	386,364	368,610
% Change		-5%	-5%
<u>Total</u>			
District-wide Consumption	921,376	829,023	791,024
% Change		-10%	-5%

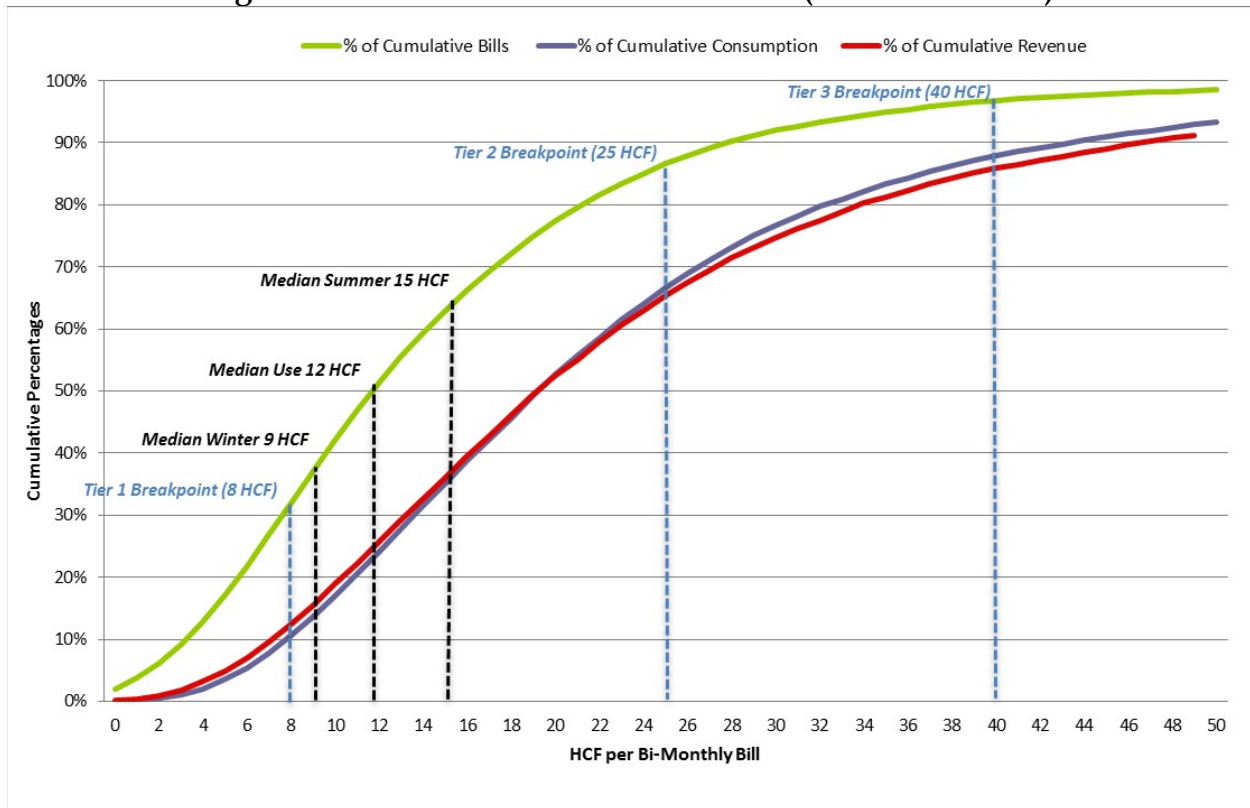
Residential Tiered Quantity Charge

Designing tiered rates involves two steps: (1) determining the “breakpoints” between tiers where the rate per tier changes and (2) determining the price or rate per tier. The quantity charge breakpoints were derived using FY 2014-14 actual customer meter readings in HCF, and subsequently factoring down the consumption to the projected FY 2015-16 consumption based on estimated cutbacks provided by District staff.

The District’s current residential tier structure contains three breakpoints that form four tiers. Using customer billing data, it is possible to identify logical breakpoints for separating one tier from the next. Statistical parameters can also be calculated to identify breakpoints, such as median winter and summer demand. Because customers are billed bi-monthly, the lowest and highest two billing periods were used for calculating the winter and summer medians, respectively. The results yielded a winter median of 9 HCF, and a summer median of 15 HCF per bi-monthly billing period.

Figure 4-4 is a bill distribution curve that cumulatively plots bills from smallest to largest based on the individual customer bills for FY 2014-14 based on the District’s customer billing data. With a bill distribution curve it is possible to determine the number of bills and associated water and revenue across the range of consumption. The median value for all bills at 50% on the y-axis indicates that half of the total bills are 12 HCF. Bills up to 20 HCF represent 50% of the water and bills up to 20 HCF represent 50% of the revenue.

Figure 4-4. Residential Bill Distribution (FY 2014-14 Data)



Median values are useful in rate design. For example, the winter median of 9 HCF means that half of the bills in the lowest bi-monthly billing period in the year were below 9 HCF and half were above. The District’s current Tier 1 breakpoint (8 HCF) is close to the winter median bill. The current breakpoints for Tiers 2 and 3 (25 and 40 HCF, respectively) are greater than the 15 HCF summer median bill, indicating that the upper tiers provide for significant additional water use, which is primarily irrigation. During a drought emergency, irrigation needs to be targeted so that rates can be set accordingly.

Upon review with District staff, it is proposed that the breakpoints should be modified to align with the District’s reduced demand. It is recommended that the current Tier 1 breakpoint of 8 HCF be reduced by half to 4 HCF (50 gallons per day [GPD]), approximately half of the winter median. This is a very low level of demand that provides little if any water for irrigation in a small household. It is District staff’s intention to set the Tier 1 breakpoint at a level that provides water for only indoor essential uses.

The current Tier 2 breakpoint of 25 HCF reflects water demands from several years ago. Since that time, water use has gradually declined as plumbing retrofits have replaced water using appliances with more efficient appliances. The public’s general awareness

of the need to avoid waste has also become stronger. In effect, times have changed under years of normal water supply such that a breakpoint of 25 HCF exceeds non-drought water needs for conserving households.

The current summer median water use of 15 HCF reflects not only long-term gradual reductions in per capita water use but conservation efforts during the drought. It is District staff’s intention to set the Tier 2 breakpoint at 16 HCF consistent with current needs, including a reasonable allocation for summer irrigation.

The current Tier 3 breakpoint is so high compared to current water use that only 3% of bills fall in this tier, which has virtually no practical effect (see **Figure 4-4**). District staff chose 30 HCF as the breakpoint, which is approximately two times the summer median, a very generous amount during times of drought.⁶

Figure 4-5 compares the current tier structure with the proposed tier structure.

Figure 4-5. Current and Proposed Residential Tier Structures (Bi-monthly)

Tier Breakpoints	Current Tier Structure	Proposed Tier Structure
Tier 1	0-8 units	0-4 units
Tier 2	9-25 units	5-16 units
Tier 3	26-40 units	17-30 units
Tier 4	Over 40 units	Over 30 units

Residential Price per Tier

The prices or rates per tier were derived to recover the cost of providing service to the residential customer class, which in total is \$4,017,604. This cost comprises two components that were calculated in the District staff’s cost of service analysis: (1) base volumetric component of \$3,526,264 and (2) demand management component of \$491,341 (refer to **Figure 2-2**). Each component was analyzed separately and combined to form the price per tier.

The base volumetric component represents the uniform costs of delivering water to all of the District’s residential customers; therefore a uniform base volumetric rate was calculated by dividing the cost allocation of \$3,526,264 by total projected residential water demand for FY 2015-16 of 422,414 HCF. **Figure 4-6** presents the revenue associated with the residential base volumetric component of \$8.35 per HCF for FY 2015-16:

⁶ We note that the recommended breakpoints do not correspond exactly with half of the winter median (4.5 HCF) for the Tier 1 breakpoint or the summer median (15 HCF) for the Tier 2 breakpoint. Instead, District staff chose values that could be evenly divided by two if the billing period were reduced from bi-monthly to monthly, which is being considered.

Figure 4-6. Total Revenue from Residential Base Volumetric Component

	FY 2015-16 Projected HCF	Base Volumetric \$/HCF	Base Volumetric Revenue
<u>Residential Breakpoints</u>			
1-4	127,674	\$8.35	\$ 1,065,808
5-16	231,115	\$8.35	1,929,322
17-30	55,671	\$8.35	464,735
31 or more	7,954	\$8.35	66,399
Total Residential	422,414		\$ 3,526,264

The demand management component of \$491,341 is allocated to higher tiers only because higher users require greater levels of outreach and management to encourage conservation. As a result, no demand management costs are assigned to Tier 1 users. District staff reviewed the line items in the demand management budget and allocated each item to Tiers 2, 3, and 4 as summarized in **Figure 4-7** using the following allocation methodologies:

- For program management costs associated with demand management, District staff allocated the cost across Tiers 2, 3, and 4 based upon projected consumption (in HCF) within each of the respective tiers;
- For public outreach and consulting costs, District staff allocated the costs across Tiers 2, 3, and 4 by allocating 20% of costs to Tier 2; 60% of costs to Tier 3 and the remainder to Tier 4, as costs in these respective categories are largely targeted toward Tier 3 users. Less than 2% of the water is in the top tier, whilst Tier 3 currently houses 13% of total demand; this is indicative of the level of conservation effort required to further cut back customer bills from Tier 3 to lower tiers. Previous conservation efforts have been effective in reducing most customer use from Tier 4 to lower tiers.

Figure 4-7. Calculation of Residential Demand Management Component

Residential Breakpoints	Demand Management Costs	Projected HCF	Demand Management \$/HCF
1-4	\$ -	127,674	\$0.00
5-16	226,053	231,115	\$0.98
17-30	204,868	55,671	\$3.68
31 or more	60,420	7,954	\$7.60
Total Residential	\$491,341	422,414	

Figure 4-8 summarizes the revenue generated by the base volumetric and demand management components for the residential customer class; the sum of the base volumetric and demand management component by tier comprise the quantity charge.

Figure 4-8. Total Revenue from Residential Quantity Charge

	FY 2015-16 Projected HCF a	Base Volumetric \$/HCF b	Demand Management \$/HCF c	Quantity Charge \$/HCF b+c	Base Volumetric Revenue a*b	Demand Management Revenue a*c	Quantity Charge Revenue a*(b+c)
1-4	127,674	\$8.35	\$0.00	\$8.35	\$ 1,065,808	\$ -	\$ 1,065,808
5-16	231,115	\$8.35	\$0.98	\$9.33	1,929,322	226,052	2,155,374
17-30	55,671	\$8.35	\$3.68	\$12.03	464,735	204,868	669,603
31 or more	7,954	\$8.35	\$7.60	\$15.94	66,399	60,420	126,819
Total Residential	422,414				\$ 3,526,264	\$ 491,340	\$ 4,017,604

Residential Tier Structure

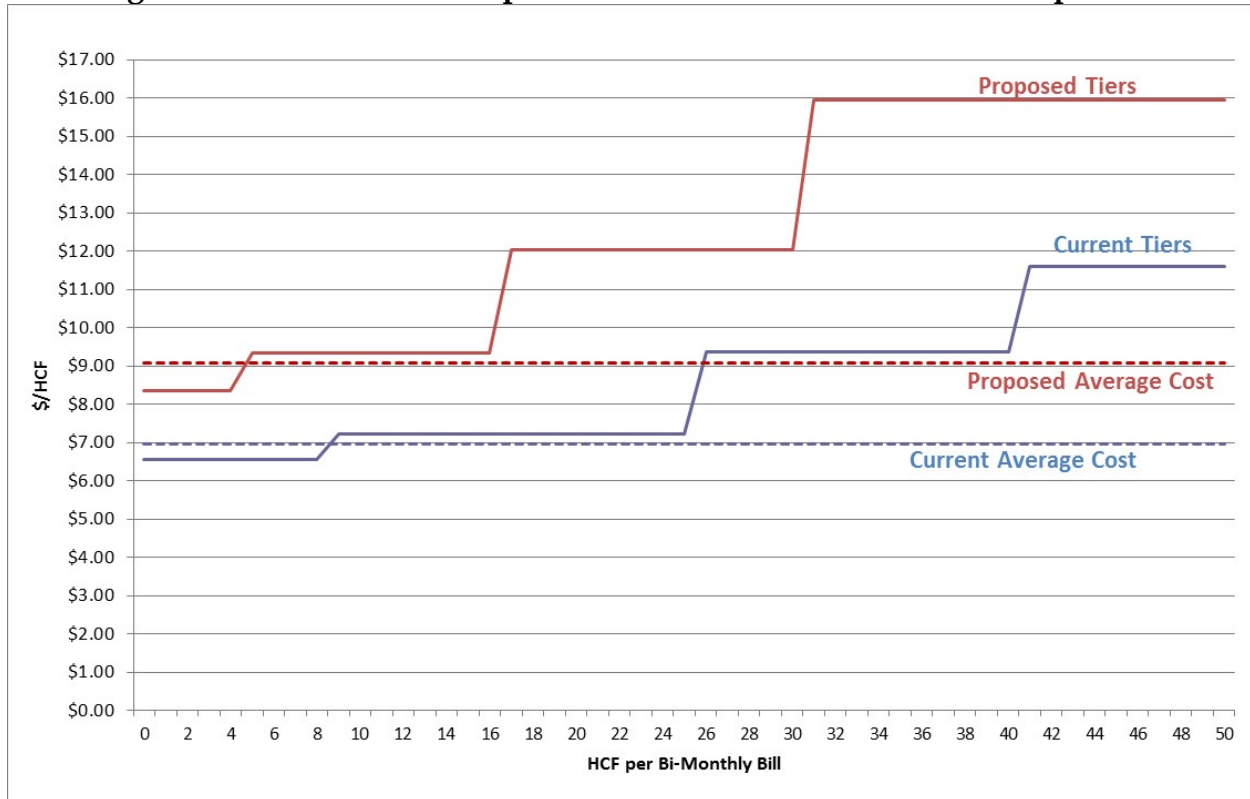
The proposed tier structure is compared with the current tier structure in Figure 4-9. In general, the proposed breakpoints are less and the prices are higher. With smaller tiers, demand is charged a higher rate sooner. The rates themselves are also higher, which compounds the price signal to customers.

Figure 4-9 also shows the average cost for the current and proposed rate structures. The average cost is simply the total volumetric revenue requirement divided by the total demand and in effect represents that uniform rate for an un-tiered structure.⁷ Comparing the tiered rates with the average cost indicates the slight reduction in cost

⁷ The average cost or uniform rate could be charged by the District instead of its tiered rates. Uniform rates are another acceptable rate structure. However, uniform rates are less precise in representing the cost of serving customers across a wide range of consumption. Analysis indicates that the unit cost of serving low demands is less than the unit cost of serving high demands. For that reason, the District employs tiered rates.

that demand in Tier 1 receives and the successive increases in cost that occur in Tiers 2, 3, and 4, which reflects the proportionate cost of serving above-average demands.

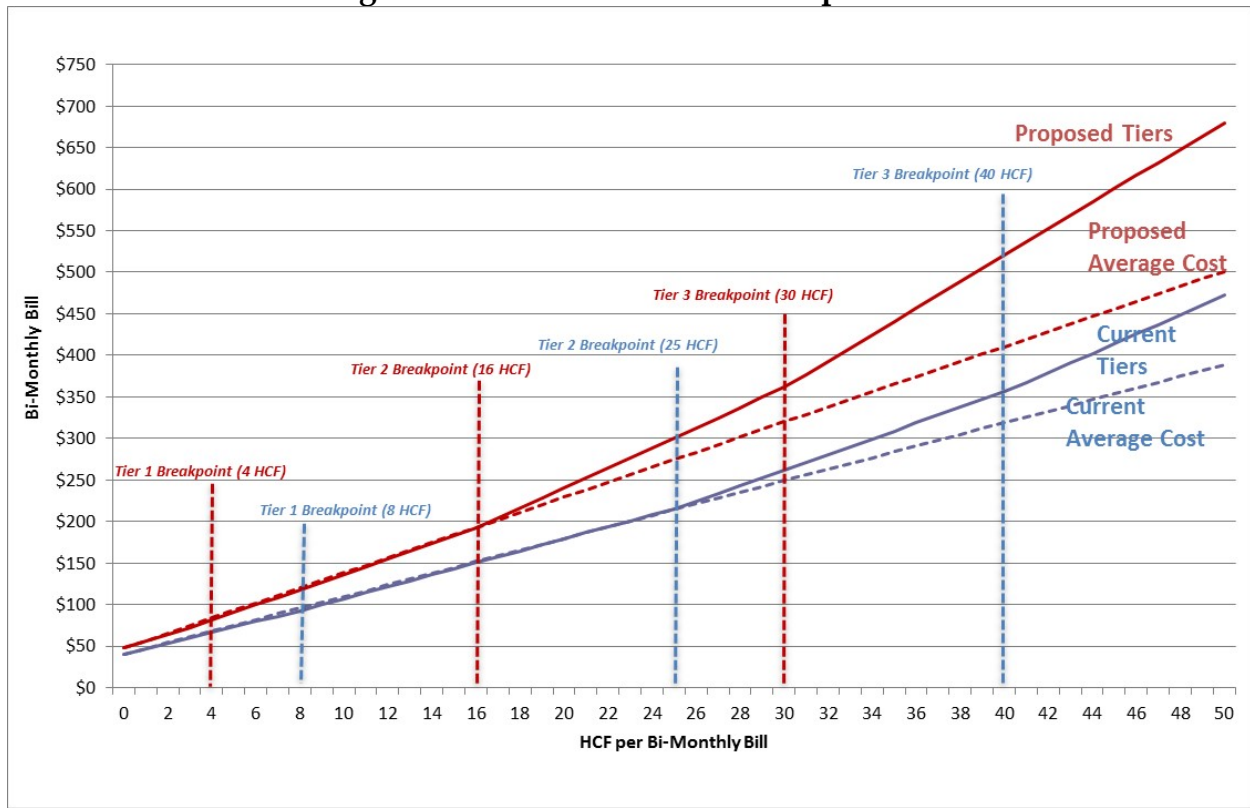
Figure 4-9. Current and Proposed Residential Tier Structure Comparison



Residential Bill Comparison

Figure 4-10 compares the residential customer bills for the current and proposed rates across a range of consumption. The bills include both the base service charges and the quantity charges. Comparing the bills under the tiered structures with the average cost “bills” shows the influence of the tier structure that reflects the higher unit cost of serving higher demands.

Figure 4-10. Residential Bill Comparison



Under both the current and proposed structures, it is noteworthy that customer bills fairly closely track the average cost passing through Tier 2 into Tier 3. Until then, when the prices per tier are below or slightly above the average cost, there is very little difference. In Tier 3, however, the rate is significant above the average cost, leading to bills that become increasing greater compared to the average cost. The values plotted in **Figure 4-10** are also shown in tabular format in **Figure 4-11**.

Figure 4-11. Residential Current and Proposed Bill Comparison

Bimonthly (HCF)	Current Bills	Proposed Bills	Change (\$)	Change (%)
0	\$40.13	\$47.45	\$7.32	18%
1	\$46.68	\$55.80	\$9.12	20%
2	\$53.23	\$64.15	\$10.92	21%
3	\$59.78	\$72.50	\$12.72	21%
4	\$66.33	\$80.85	\$14.52	22%
5	\$72.88	\$90.18	\$17.30	24%
6	\$79.44	\$99.51	\$20.07	25%
7	\$85.99	\$108.84	\$22.85	27%
8	\$92.54	\$118.17	\$25.63	28%
9	\$99.75	\$127.50	\$27.75	28%
10	\$106.97	\$136.83	\$29.86	28%
11	\$114.18	\$146.16	\$31.98	28%
12	\$121.40	\$155.49	\$34.09	28%
13	\$128.62	\$164.82	\$36.20	28%
14	\$135.83	\$174.15	\$38.32	28%
15	\$143.05	\$183.48	\$40.43	28%
16	\$150.26	\$192.81	\$42.55	28%
17	\$157.48	\$204.84	\$47.36	30%
18	\$164.70	\$216.87	\$52.17	32%
19	\$171.91	\$228.90	\$56.99	33%
20	\$179.13	\$240.93	\$61.80	35%
21	\$186.34	\$252.96	\$66.62	36%
22	\$193.56	\$264.99	\$71.43	37%
23	\$200.77	\$277.02	\$76.25	38%
24	\$207.99	\$289.05	\$81.06	39%
25	\$215.21	\$301.08	\$85.87	40%
26	\$224.59	\$313.11	\$88.52	39%
27	\$233.98	\$325.14	\$91.16	39%
28	\$243.36	\$337.17	\$93.81	39%
29	\$252.75	\$349.20	\$96.45	38%
30	\$262.13	\$361.23	\$99.10	38%
31	\$271.52	\$377.17	\$105.65	39%
32	\$280.90	\$393.11	\$112.21	40%
33	\$290.29	\$409.05	\$118.76	41%
34	\$299.67	\$424.99	\$125.32	42%
35	\$309.05	\$440.93	\$131.88	43%
36	\$318.44	\$456.87	\$138.43	43%
37	\$327.82	\$472.81	\$144.99	44%
38	\$337.21	\$488.75	\$151.54	45%
39	\$346.59	\$504.69	\$158.10	46%
40	\$355.98	\$520.63	\$164.65	46%

Non-Residential Uniform Quantity Charges

The current non-residential quantity charge is a uniform rate structure. Tiered rate structures for non-residential customers are complex because non-residential customers are not as homogeneous as the residential customer class. Hence, uniform rate structures are more common for non-residential customers.

The uniform rate was calculated to generate the cost of service for non-residential customers, which also has a base volumetric and demand management component based on the District staff's cost of service analysis (summarized in **Figure 2-3**). The uniform rate of \$10.28 per HCF was calculated by dividing the total cost allocation of \$3,788,899 by total projected non-residential water demand for FY 2015-16 of 368,610 HCF. This rate includes the base volumetric and demand management components, which did not need to be treated as components in the calculation because the rate structure is not tiered. In effect, the cost of service, including the demand management component costs, is distributed evenly across the range of consumption.

APPENDIX A: COST OF SERVICE ANALYSIS

Coastside County Water District
 Cost of Service Analysis - Recap

Summary	Base	Volumetric	Total	Current Revenue	% Change
Non-Residential	\$ 390,930	\$ 3,788,899	\$ 4,179,829	\$ 3,621,251	15%
Residential	\$ 1,666,483	\$ 4,017,605	\$ 5,684,088	\$ 4,333,929	31%
Total Revenue	\$ 2,057,413	\$ 7,806,504	\$ 9,863,916	\$ 7,955,180	24%
Revenue Requirement (based on costs)			\$ 9,863,916		

Residential

	COS Allocation	Historical allocation **
Base Charge	\$ 1,661,702	\$ 1,747,756
Volumetric	\$ 4,017,605	\$ 3,626,040
	\$ 5,679,306	\$ 5,373,796

Non Residential

	COS Allocation	Historical allocation **
Base Charge	\$ 395,711	\$ 409,968
Volumetric	\$ 3,788,899	\$ 4,080,153
	\$ 4,184,610	\$ 4,490,121

Total

	COS Allocation	Historical allocation **	Variance
Base Charge	\$ 2,057,413	\$ 2,157,723	\$ (100,311)
Volumetric	\$ 7,806,504	\$ 7,706,193	\$ 100,311
	\$ 9,863,916	\$ 9,863,916	

Analysis shows what costs should proportionately be allocated to Non-Residential vs. Residential based upon an updated cost of service analysis

**Note: Historical allocation assumes keeping the same proportion of residential vs. non-residential and applying same % increase across base and tiers.

Recap - Residential Quantity Charge

	Rev Req't	HCF	\$/HCF		
Residential Base Volumetric Calculation	\$ 3,526,264	422,414	\$ 8.35		
Breakpoints	4	16	30	30+	Total
HCF per tier	127,674	231,115	55,671	7,954	422,414
\$/HCF					
Base Volumetric	\$ 8.35	\$ 8.35	\$ 8.35	\$ 8.35	
Demand Mgmt	\$ 0.98	\$ 3.68	\$ 7.60		
Quantity Charge	\$ 8.35	\$ 9.33	\$ 12.03	\$ 15.94	
Revenue:					
Base Volumetric	\$ 1,065,808	\$ 1,929,322	\$ 464,735	\$ 66,399	\$ 3,526,264
Demand Mgmt		\$ 226,052	\$ 204,868	\$ 60,420	\$ 491,340
Quantity Charge	\$ 1,065,808	\$ 2,155,374	\$ 669,603	\$ 126,819	\$ 4,017,605
Recap - Residential - Base Service Charges					
Current Base Revenue					\$ 1,409,553
					18%
Proposed Base Revenue					\$ 1,666,483

Recap - Non Residential -Quantity Charge

Budgeted hcf	Current/hcf	Proposed/hcf	% Increase	Total
368,610	\$ 8.93	\$ 10.28	15%	\$ 3,788,899
Recap - Non-residential - Base Service Charges				
Current Base Revenue				\$ 330,636
				18%
Proposed Base Revenue				\$ 390,930

Residential Sample Bi-Monthly Bills

	Base	3 hcf	5 hcf	8 hcf	16 hcf	30 hcf	40 hcf
Current Rates	\$ 40.13	\$ 59.78	\$ 72.88	\$ 92.53	\$ 150.29	\$ 262.17	\$ 355.97
Proposed Rates	\$ 47.45	\$ 72.50	\$ 90.17	\$ 118.15	\$ 192.76	\$ 361.15	\$ 520.59
% change from current rates	18.3%	21.3%	23.7%	27.7%	28.3%	37.8%	46.2%
\$ change from current rates	\$ 7.32	\$ 12.72	\$ 17.29	\$ 25.62	\$ 42.47	\$ 98.98	\$ 164.62



HF&H Consultants, LLC
201 N. Civic Drive, Suite 230
Walnut Creek, CA 94596

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Cathleen Brennan, Water Resources Analyst via
David Dickson, General Manager

Agenda: May 12, 2015

Report Date: May 8, 2015

Subject: Governor's Executive Order and State Water Resources Control Board
Emergency Regulations Pertaining to the Drought

Background

Since the last regular Board of Directors meeting in April, the State Water Resources Control Board (SWRCB) adopted new and expanded emergency drought regulations that incorporate the Governor's Executive Order (B-29-15) calling for a 25 percent statewide reduction in water use from June 2015 through February 2016 (270 days). The Governor and the SWRCB have made it clear that they are disappointed that voluntary requests to save 20 percent statewide failed. These new regulations are in response to that failure and the severity of the current drought.

The San Francisco Public Utilities Commission (SFPUC) informed their wholesale customers that they will continue with the 10 percent voluntary reduction in water purchases. Permanent water savings over the last decade have resulted in less demand. Without giving individual allocations to wholesale agencies, the SFPUC's goal is to not exceed an annual average system-wide demand of 209 MGD.

Staff originally planned to present a revised ordinance in May, but due to changes the SWRCB made on May 5th, staff decided to delay presenting a revised ordinance until June.

Extended and Expanded Emergency Drought Regulations - May 5, 2015

These extended and expanded regulations that the SWRCB adopted on May 5th have been sent to the Office of Administrative Law (OAL) for approval. The OAL has ten days to finish their review process. These regulations are expected to be approved by May 15th.

To achieve the statewide 25 percent reduction in water use, while recognizing actual per capita water usage, the SWRCB created tiers based on summer (July through September) 2014 residential (R-GPCD) water usage. Coastside County Water District is in Tier 2 at an 8 percent conservation standard with an R-GPCD of 62 gallons. The District must achieve an 8 percent water savings in water produced each month from June 2015 through February 2016 compared to those same months in calendar year 2013.

Under the regulations, water agencies must report monthly the following:

- *Monthly production.*
- *Water waste enforcement.*
- *Current population for their service area.*
- *Number of days that outdoor irrigation is allowed.*
- *Customers notified about leaks that are within the customer's control.*
- *Commercial, industrial, and institutional sector water use.*
- *Percentage of water produced that is used for the residential sector.*
- *Estimated gallons of water per person per day (R-GPCD) used by residential customers.*

Below is a summary list of water use restrictions and prohibitions for end users:

- *Outdoor irrigation during and 48 hours following measurable precipitation is prohibited.*
- *Irrigation with potable water of ornamental turf on public street medians is prohibited.*
- *The irrigation with potable water of landscapes outside of newly constructed homes and buildings in a manner inconsistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development is prohibited.*
- *The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures is prohibited.*
- *The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use, is prohibited.*
- *The application of potable water to driveways and sidewalks is prohibited.*
- *The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system, is prohibited.*
- *Restaurants and other food service establishments can only serve water to customers on request.*
- *Hotels and motels must provide guests with the option of not having towels and linens laundered daily.*

Private Water Sources

The SWRCB attempted to clarify their water conservation goals for commercial entities that either exclusively use their own private water source or have a private water source in addition to a public water source:

All commercial, industrial and institutional properties that use a water supply, any portion of which is from a source other than a water supplier, shall either:

1. *Limit outdoor irrigation of ornamental landscapes or turf to no more than two days per week; or*
2. *Reduce potable water usage supplied by sources other than a water supplier by 25 percent for the months of June 2015 through February 2016 as compared to the amount used from those sources for the same months in 2013.*

Since the District's service area has properties with private water supplies, we will have to educate our customers on the state's requirements.

Irrigation Limitations

The SWRCB has encouraged water agencies to limit the days irrigation is allowed with potable water for turf and ornamental landscapes. This impacts residential properties and non-residential properties.

The SWRCB expects that water agencies will reach their water conservation goals by limiting outdoor water use and that most of the water savings will occur in the summer months when there is high outdoor water demand. Water agencies may have to save more water than the percentage listed in their conservation tier during the summer to make up for demand hardening during the winter months.

There has been some consideration of trying to be consistent in the Peninsula and South Bay regions by adopting similar two-days per week irrigation schedules. Staff will propose the following irrigation schedule for incorporation into the District's ordinance:

No person shall use or caused to be used any water for ornamental landscape or turf irrigation on Sunday and Saturday. Irrigation of ornamental landscape or turf is allowed on the following days:

- 1. Odd Addresses: Monday and Thursday*
- 2. Even Addresses: Tuesday and Friday*
- 3. No Addresses: Monday and Thursday*
- 4. Addresses used to determine irrigation days are as they appear under service address in the utility billing database under account information.*

Agriculture

The intent of the SWRCB regulations is to address urban water usage. However, a commercial (Gov't Code section 51201, subdivision (b)) agricultural customer served by an urban water supplier must be included in the urban water supplier's water savings and production data. To remove agriculture from an urban water supplier's production data, there are criteria that the urban water supplier and agricultural customer must meet. The District is evaluating those criteria and the ability to comply.

Next Steps

At the regularly scheduled board meeting in June, staff will discuss District demand management goals and present a revised water savings ordinance.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: May 12, 2015

Report
Date: May 6, 2015

Monthly Highlights

Production

Denniston WTP ran the entire 30 days in April, contributing 32% of our total production.

Hydrant Incident

Improper hydrant procedures on the part of Cal Fire resulted in the loss of over 100,000 gallons of water.

Source of Supply

Crystal Springs, Pilarcitos and Denniston Reservoirs as well as Denniston Wells were the source of supply in April, supplying 49.1 million gallons of water (MG). The Denniston System contributed 15.7 MG (32%). The Crystal Springs source was only used to supply Skylawn Cemetery. Denniston Water Treatment Plant (WTP) ran for 30 days in April.

System Improvements

Spanishtown Meter Bank

Crews spent time replumbing the service to 4 meters in Spanishtown, mitigating corrosion and leakage issues with the old galvanized pipe as well as improving reliability to this customer.

Other Activities Update:

Tank Cleaning and Inspection

Best Management Practices (BMPs) for storage tanks call for cleaning and inspection every 5 years. Contract divers cleaned and inspected Half Moon Bay Tanks 2 and 3 as well as Denniston Tank in April as per our tank cleaning schedule.

Water Audit

Staff has contracted a firm called Water Systems Operation (WSO) to conduct a water audit for our system as part of our 2015 Urban Water Management Plan. They have conducted a thorough inspection of our treatment and water conveyance facilities and have produced the first of a series of draft technical memos with recommendations to more accurately account for water usage and loss. Their

recommendations included an annual calibration of raw water meters at the treatment plants (already established practice that was completed for 2015 in April), effluent meters at the treatment plants (on order), and routine testing of random water meters in our system (program in development). Also as part of this program, crews have installed AMRs on high usage meters in our service area with the intent to move these to monthly reads as well as to enable us to profile these meters as to hourly usage if needed. Part of the audit involved establishing average pressure throughout the system. The field crew installed a dozen pressure loggers at 24 sites within the district for 3 or 4 days at each site for this purpose.

Fire Hydrant Incident

On 25 April Cal Fire testing of a fire hydrant on the 100 block of Main Street resulted in the release of over 100,000 gallons of water. The fire department reported this to the Half Moon Bay Review as a fire hydrant failure. In actuality, it was an operator error. The fireman was checking hydrants and was inexperienced in its operation and actually removed the valve from the body of the hydrant. Pressure in this area is over 100 psi, resulting in high flow from the hydrant until CCWD personnel shut it off. On Monday, 27 April, Treatment Superintendent Sean Donovan gave a quick tutorial on proper hydrant operation to the duty crew at the HMB Fire Station. We will work with fire department staff on procedures to safely operate our fire hydrants.

Regulatory Agency Interaction

California Water Resources Control Board (CWRCB)

Operational Evaluation Level Exceeded

On 13 April, we received a letter from CWRCB informing us that we have exceeded the Operational Evaluation Level (OEL) for Total Trihalomethanes (TTHMs) at two sample locations in the Denniston WTP service area. The OEL is a pre-emptive warning algorithm that looks at past and recent trends in TTHM levels at each sample location and alerts the operator that a violation of the maximum contaminant level (MCL) for that particular contaminant may occur if actions are not taken to mitigate the trend. The problem arose when we attempted a small amount of prechlorine at the Denniston WTP to improve filter performance. We have turned off the prechlorine and fully expect the TTHM level at the sample sites to drop to their normal levels. We have until mid-July to respond to the letter.

Hazen's Tank Review

We received a few comments back from CWRCB concerning their recent review of the 90% drawings for the Hazen's Tank Replacement Project. Their review was favorable and only had a few simple questions that were promptly answered.

Safety/Training/Inspections/Meetings

Meetings Attended

14 April - O&M Staff Meeting

15 April to 1 May - vacation leave

Tailgate safety sessions in April

6 April - C-O Could Spell D-E-A-T-H

13 April - Radon Awareness

CINTAS Safety Committee and Training

Treatment Supervisor Sean Donovan attended the safety committee meeting on 8 April. Topics of discussion included signage of all confined spaces at all facilities at the three participating agencies.

The monthly safety training was on Outdoor Environmental Hazards and Personal Protective Equipment. Davis, Patterson, Donovan, Schmidt, Jahns, Winch, Whelen and Damrosch were in attendance.

Training

Treatment/Distribution Operator Ray Winch has been training at the treatment plants.

Treatment/Distribution Operator Logan Duffy was being trained as pipeline construction inspector during the Avenue Cabrillo Project Phase 3a.

Projects

Denniston Booster Station and Treated Water Pipeline Project

Crews conducted a pressure and flow test in April for design engineers Kennedy/Jenks to facilitate design of the booster pump facility and pipeline configuration through Clipper Ridge.

Hazen's Tank Replacement Project

We continue to work with SRT Consulting to mete out the details of the design.

Miramar Pipeline Project

The contractor hit a mismarked gas line in April, delaying the project by a day while PG&E made the proper repairs. This project was completed in April.