

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL CLOSED SESSION

Tuesday, June 12, - 6:00 p.m.

AGENDA

1) CLOSED SESSION

A. Conference with Real Property Negotiators (Cal. Govt. Code §54956.8(b)):

Property: Vacant land on north side of Magellan Ave opposite the terminus of The Crossways, in unincorporated San Mateo County (APN 048-021-130)

Property Owners: Helen Josephine Callan Carey, as to an undivided one-third (1/3) Interest; Robert E. and Helen J. Carey, Trustees of the Isabella Trust dated November 6, 2001, as to an undivided one-third (1/3) Interest and Philomena, LLC, as to an undivided one-third (1/3) Interest

Agency Negotiator: Legal Counsel

Negotiating Parties: District and Property Owners

Subject Matter: Potential purchase of temporary and/or permanent easement for construction of Phase 3 El Granada Pipeline Replacement Project

B. Public Employment

Public Employment Pursuant to Government Code Section 54957

Title: General Manager

2) RECONVENE TO OPEN SESSION

Public report of closed session action

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

NOTE: DUE TO THE ANTICIPATED LENGTH OF DISCUSSION OF ABOVE-DESCRIBED CLOSED SESSION ITEMS, THE OPEN SESSION PORTION OF THE MEETING WILL COMMENCE AT 7:30 P.M.

Tuesday, June 12, 2007 - 7:30 p.m.

AGENDA

The Coastside County Water District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet 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.

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 ANNOUNCEMENTS**

Any person may address the Board of Directors at the commencement of the meeting on any matter within the jurisdiction of the Board that is not on the agenda for this meeting. Any person may address the Board on an agenda item when that item is called. The chair requests that each person addressing the Board limits their presentation to three minutes and complete and submit a Speaker Slip.

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. Requesting the Board to review disbursements for the month ending May 31, 2007 – Claims: \$432,376.94 Payroll: \$72,273.77 for a total of \$504,650.71 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the May 8, 2007 Board of Directors Meeting ([attachment](#))
- D. Monthly Water Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. May 2007 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for May 2007 ([attachment](#))
- K. Engineering Projects Received for Review during May 2007 ([attachment](#))

5) MEETINGS ATTENDED / SCHEDULED - BOARD OF DIRECTORS INCLUDING COMMITTEES, CUSTOMERS, OTHER AGENCIES, ETC.

- A. Some Committee reports will be provided in further detail for agenda items contained under the General Business Section of this agenda:
 - Finance Committee – May 18, 2007 and June 5, 2007 – *Report – Item 9B & 9C* ([attachment](#))
- B. Meetings Attended
- C. Discussion of July Board meeting / vacation schedules

6) PUBLIC OUTREACH/PROGRAM DEVELOPMENT/WATER RESOURCES ANALYST'S REPORT

- A. Monthly Report ([attachment](#))
- B. Implementation of Coastside County Water District's Water Shortage & Drought Contingency Plan ([attachment](#))
- C. Discussion, review, and possible acceptance of the Water Supply Evaluation Report for calendar year 2006 ([attachment](#))

7) SUPERINTENDENT OF OPERATION'S REPORT

- A. Superintendent of Operations Monthly Report ([attachment](#))

8) DISTRICT ENGINEER'S REPORT

- A. District Engineer Work Status Report ([attachment](#))
- B. El Granada Phase 3 Pipeline Replacement Project Status Report ([attachment](#))
- C. Denniston Storage Tank Modifications Project – Consider approval of Resolution 2007-__ ([attachment](#))

9) GENERAL BUSINESS

- A. Consider approval of grant deed transferring property pursuant to lot line adjustment approved in 1983 (225 San Clemente Avenue, El Granada) ([attachment](#))
- B. Consider approval of Resolution 2007-__, Adopting Statement of Policy for Maintaining Operating Reserves ([attachment](#))
- C. Status report of the Finance Committee's proposed rate increase and budget recommendations for the July 10, 2007 Public Hearing ([attachment](#))
- D. Consider approval of Resolution 2007-__, calling for and giving notice of a regular District election to be held on Tuesday, November 6, 2007, and requesting County Elections Department to conduct the election ([attachment](#))
- E. Consider approval of Resolution 2007-__, placing in nomination a Director as a Board Member of The Association of California Water Agencies Region 5 ([attachment](#))

- F. Status Report on Capital Improvement Projects ([attachment](#))
- G. Correspondence: Outstanding Volunteer Award presented to Steve Twitchell, Coastside County Water District, presented from the Coastside Association and Girl Scout Troop 2352 ([attachment](#))

10) AGENDA ITEMS AND DIRECTOR COMMENTS

11) ADJOURNMENT

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
9588	ALV01	ALVES PETROLEUM, INC.	05/04/2007	0.00	2,359.00
9589	CAL33	CALIFORNIA SPECIAL DISTRICT	05/04/2007	0.00	350.00
9590	CIN02	CINGULAR WIRELESS	05/04/2007	0.00	471.46
9591	COA 15	COASTSIDE NET, INC	05/04/2007	0.00	59.95
9592	DEL07	DEL GAVIO GROUP	05/04/2007	0.00	2,037.28
9593	HAR03	HARTFORD LIFE INSURANCE CO.	05/04/2007	0.00	1,823.00
9594	KAI01	KAISER FOUNDATION HEALTH	05/04/2007	0.00	8,353.00
9595	MIC02	CHRIS MICKELSEN	05/04/2007	0.00	396.75
9596	PAC02	PACIFICA CREDIT UNION	05/04/2007	0.00	637.00
9597	PUB01	PUB. EMP. RETIRE SYSTEM	05/04/2007	0.00	16,571.34
9598	SCH03	EDWARD SCHMIDT	05/04/2007	0.00	3,000.00
9599	STO 01	STOLOSKI & GONZALEZ, INC.	05/04/2007	0.00	65,484.00
9600	TAI02	TAIT ENVIRONMENTAL SYSTEMS	05/04/2007	0.00	200.00
9601	VAL01	VALIC	05/04/2007	0.00	1,495.00
9602	COU 05	RECORDER'S OFFICE	05/15/2007	0.00	10.00
9603	ASC01	EVERETT ASCHER	05/18/2007	0.00	1,106.99
9604	ASS01	ACWA SERVICES CORPORATION	05/18/2007	0.00	16,099.40
9605	ALL04	ALLIED WASTE SERVICES #925	05/18/2007	0.00	205.65
9606	HAL07	HALF MOON BAY POSTMASTER	05/18/2007	0.00	3,000.00
9607	HAR03	HARTFORD LIFE INSURANCE CO.	05/18/2007	0.00	1,823.00
9608	ODR01	ALAN/SUSAN O'DRISCOLL	05/18/2007	0.00	1,500.00
9609	PAC 01	PACIFIC GAS & ELECTRIC CO.	05/18/2007	0.00	8,926.92
9610	PAC02	PACIFICA CREDIT UNION	05/18/2007	0.00	687.00
9611	PUB01	PUB. EMP. RETIRE SYSTEM	05/18/2007	0.00	14,209.39
9612	STA 03	CA DHS DRINKING WATER PROGRAM	05/18/2007	0.00	90.00
9613	VAL01	VALIC	05/18/2007	0.00	1,495.00
9614	ZHO01	SHI HONG ZHOU	05/18/2007	0.00	75.00
9615	ADP01	ADP, INC.	05/29/2007	0.00	314.60
9616	AHU01	MARCELA AHUMADA	05/29/2007	0.00	169.00
9617	AME09	AMERICAN WATER WORKS ASSOC.	05/29/2007	0.00	56.50
9618	ASC01	EVERETT ASCHER	05/29/2007	0.00	154.99
9619	ASS06	ACWA / JPIA	05/29/2007	0.00	150.00
9620	ATC01	ATCHISON, BARISONE	05/29/2007	0.00	6,515.05
9621	AVE01	AVERY ASSOCIATES	05/29/2007	0.00	6,900.00
9622	AZT01	AZTEC GARDENS	05/29/2007	0.00	190.00
9623	BAS01	BASIC CHEMICAL SOLUTION, LLC	05/29/2007	0.00	3,646.31
9624	BAY07	BAY AREA WATER SUPPLY &	05/29/2007	0.00	1,455.70
9625	BAY10	BAY ALARM COMPANY	05/29/2007	0.00	597.00
9626	BES02	BEST ACCESS SYSTEMS, INC	05/29/2007	0.00	2,753.74
9627	BIG02	BIG ED'S CRANE SERVICE, INC	05/29/2007	0.00	842.00
9628	BRE01	CATHLEEN BRENNAN	05/29/2007	0.00	69.50
9629	CAL07	CALIFORNIA TANK LINES, INC.	05/29/2007	0.00	506.88
9630	CAL31	CALIFORNIA OVERNIGHT	05/29/2007	0.00	311.80
9631	CIN01	CINTAS FIRST AID & SAFETY	05/29/2007	0.00	49.18
9632	CLE01	CLEARY CONSULTANTS, INC	05/29/2007	0.00	3,777.50
9633	COA19	COASTSIDE COUNTY WATER DIST.	05/29/2007	0.00	262.83
9634	DAL 01	DAL PORTO ELECTRIC	05/29/2007	0.00	4,515.42
9635	DAT01	DATAPROSE	05/29/2007	0.00	2,076.09
9636	EIP 01	EIP ASSOCIATES, INC.	05/29/2007	0.00	3,608.00
9637	ENR01	ENRIQUEZ MD, JOSEFINA	05/29/2007	0.00	105.00
9638	GAR07	GARDINI ELECTRIC CO., INC.	05/29/2007	0.00	1,782.20
9639	GEM01	GEMPLER'S, INC.	05/29/2007	0.00	94.85
9640	GOL04	GOLDEN STATE FLOW MEASUREMENT	05/29/2007	0.00	18,644.72
9641	GRA 03	GRAINGER, INC.	05/29/2007	0.00	2,308.70
9642	GRI01	CRAIG GRIFFIN	05/29/2007	0.00	300.00
9643	HAC01	HACH CO., INC.	05/29/2007	0.00	742.95
9644	HAL 01	HMB BLDG. & GARDEN INC.	05/29/2007	0.00	25.27
9645	HAL04	HALF MOON BAY REVIEW	05/29/2007	0.00	627.00
9646	HAL24	H.M.B.AUTO PARTS	05/29/2007	0.00	199.79
9647	INT04	INTELLIGENT TECHNOLOGIES	05/29/2007	0.00	544.00
9648	IRO01	IRON MOUNTAIN	05/29/2007	0.00	201.69
9649	IRV01	IRVINE, DAVID E.	05/29/2007	0.00	4,725.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
9650	IRV02	IRVINE, DAVID E.	05/29/2007	0.00	3,102.71
9651	JAM02	GREGORY JAMISON	05/29/2007	0.00	139.00
9652	JOB02	JOBS AVAILABLE	05/29/2007	0.00	315.00
9653	LAN04	RICOH AMERICAS CORPORATION	05/29/2007	0.00	775.13
9654	LUN01	CRAIG LUNOW	05/29/2007	0.00	103.40
9655	MAC01	DOUGLAS MACHADO	05/29/2007	0.00	169.00
9656	MAG03	MAGGIORA BROS. DRILLING, INC.	05/29/2007	0.00	6,783.61
9657	MAZ01	MAZE & ASSOCIATES, INC.	05/29/2007	0.00	106.25
9658	MCT01	MCTV6	05/29/2007	0.00	305.00
9659	MET06	METLIFE SBC	05/29/2007	0.00	972.81
9660	MIS01	MISSION UNIFORM SERVICES INC.	05/29/2007	0.00	789.85
9661	NAL 03	NALCO COMPANY	05/29/2007	0.00	3,865.67
9662	OCE04	OCEAN SHORE CO.	05/29/2007	0.00	1,091.11
9663	OFF01	OFFICE DEPOT	05/29/2007	0.00	316.88
9664	PAP02	PAPE MACHINERY EXCHANGE	05/29/2007	0.00	1,477.50
9665	PAU 01	PAULO'S AUTO CARE	05/29/2007	0.00	1,459.88
9666	POL01	POLLARDWATER.COM	05/29/2007	0.00	1,317.08
9667	PUM01	PUMP REPAIR SERVICE CO. INC.	05/29/2007	0.00	18,455.34
9668	RAD 01	STRAWFLOWER ELECTRONICS	05/29/2007	0.00	122.16
9669	ROB 01	ROBERTS & BRUNE CO.	05/29/2007	0.00	4,960.06
9670	ROG01	ROGUE WEB WORKS, LLC	05/29/2007	0.00	712.50
9671	SAN 03	SAN FRANCISCO WATER DEPT.	05/29/2007	0.00	96,805.80
9672	SBC02	AT&T	05/29/2007	0.00	1,060.25
9673	SBC03	AT&T LONG DISTANCE	05/29/2007	0.00	54.45
9674	SER03	SERVICE PRESS	05/29/2007	0.00	106.09
9675	SEW 01	SEWER AUTH. MID- COASTSIDE	05/29/2007	0.00	460.00
9676	SIE 02	SIERRA CHEMICAL CO.	05/29/2007	0.00	6,390.85
9677	SPR04	SPRINGBROOK SOFTWARE, INC	05/29/2007	0.00	9,908.89
9678	TOW01	TOWILL SURVEYING, MAPPING & GI	05/29/2007	0.00	17,500.00
9679	TUR 01	TURNER CONSTRUCTION, INC.	05/29/2007	0.00	17.00
9680	TUR04	SUSAN TURGEON	05/29/2007	0.00	104.83
9681	UB*00337	SHIP TO SHORE FISH MRKT	05/29/2007	0.00	10.94
9682	UB*00338	NATALINO MARCHI	05/29/2007	0.00	14.63
9683	UB*00339	ADELFA PANLASIGUI	05/29/2007	0.00	12.24
9684	UB*00340	MYRON HOLLISTER	05/29/2007	0.00	132.09
9685	UB*00341	TERRI KELLER	05/29/2007	0.00	6.66
9686	UB*00342	LEE THOMPSON	05/29/2007	0.00	78.77
9687	UB*00343	FRED GRIBI	05/29/2007	0.00	34.55
9688	UB*00344	JOHN BOGGS	05/29/2007	0.00	70.59
9689	UB*00345	MONA LISA	05/29/2007	0.00	110.83
9690	UB*00346	PAUL PAGE	05/29/2007	0.00	70.61
9691	UB*00347	MARIA CLAUDIA ORTIZ	05/29/2007	0.00	40.63
9692	UB*00348	GAYLORD OGDEN	05/29/2007	0.00	75.94
9693	UNI12	UNION BANK OF CALIFORNIA	05/29/2007	0.00	2,285.79
9694	UNI13	UNIBIND, INC.	05/29/2007	0.00	615.19
9695	WEA 01	AUCA REG - WEST	05/29/2007	0.00	98.35
9696	WES11	WEST COAST AGGREGATES, INC.	05/29/2007	0.00	119.26
9700	FIR06	FIRST NATIONAL BANK	05/29/2007	0.00	1,800.70
9701	HOL10	HOLMAN & ASSOCIATES	05/29/2007	0.00	5,329.85
9702	SER03	SERVICE PRESS	05/29/2007	0.00	1,391.01
9703	STA 03	CA DHS DRINKING WATER PROGRAM	05/29/2007	0.00	60.00
9704	TET 01	JAMES TETER	05/29/2007	0.00	18,580.82
Report Total:				0.00	432,376.94

VOIDED CHECK NOS. 9697, 9698, 9699

**General Ledger
Period Budget Analysis**

**Coastside County Water District
May 2007**

<u>Account</u>	<u>Description</u>	<u>May 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
REVENUE									
4120-00	Water Revenue - All Areas	466,336.57	461,310.00	5,026.57	1.09	4,423,609.06	4,425,569.00	(1,959.94)	(0.04)
4170-00	Water Taken From Hydrants	1,147.69	2,500.00	(1,352.31)	(54.09)	11,150.37	27,500.00	(16,349.63)	(59.45)
4180-00	Late Notice - 10% Penalty	4,803.37	4,166.00	637.37	15.30	42,285.68	45,833.26	(3,547.58)	(7.74)
4230-00	Service Connections	670.98	500.00	170.98	34.20	237,003.00	235,500.00	1,503.00	0.64
4920-00	Interest Earned	0.00	0.00	0.00	0.00	125,915.92	66,086.00	59,829.92	90.53
4925-00	Interest Revenue T&S Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4930-00	Tax Apportionments/Cnty Checks	4,204.11	112,500.00	(108,295.89)	(96.26)	547,446.49	337,500.00	209,946.49	62.21
4950-00	Miscellaenous Income	4,279.04	6,000.00	(1,720.96)	(28.68)	52,014.80	66,000.00	(13,985.20)	(21.19)
4960-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00	271,190.00	173,000.00	98,190.00	56.76
4235-00	CSP Connection T & S Fees	0.00	0.00	0.00	0.00	206,525.00	0.00	206,525.00	0.00
4970-00	Wavecrest Reserve Conn. Fees	3,345.60	0.00	3,345.60	0.00	36,801.60	0.00	36,801.60	0.00
REVENUE Totals		484,787.36	586,976.00	(102,188.64)	(17.41)	5,953,941.92	5,376,988.26	576,953.66	10.73
EXPENSES									
5000-00	Gen. Oper. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5130-00	Water Purchased	96,805.80	117,216.00	(20,410.20)	(17.41)	1,071,381.10	997,451.00	73,930.10	7.41
5710-00	Deprec. Trucks, Tools, Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5230-00	Pump Exp, Nunes T P	1,349.05	1,083.33	265.72	24.53	11,906.66	11,916.63	(9.97)	(0.08)
5231-00	Pump Exp, CSP Pump Station	133.14	1,100.00	(966.86)	(87.90)	188,069.25	150,135.00	37,934.25	25.27
5232-00	Pump Exp, Trans. & Dist.	1,327.29	2,066.66	(739.37)	(35.78)	16,696.67	22,733.26	(6,036.59)	(26.55)
5233-00	Pump Exp, Pilarcitos Can.	1,472.78	800.00	672.78	84.10	7,110.65	15,400.00	(8,289.35)	(53.83)
5234-00	Pump Exp. Denniston Proj.	4,217.06	10,635.00	(6,417.94)	(60.35)	37,081.65	67,355.00	(30,273.35)	(44.95)
5242-00	CSP Pump Station Operations	763.85	650.00	113.85	17.52	7,689.86	7,150.00	539.86	7.55
5235-00	Denniston T.P. Operations	9,245.98	6,121.66	3,124.32	51.04	52,551.43	67,338.26	(14,786.83)	(21.96)
5236-00	Denniston T.P. Maintenance	1,069.77	2,500.00	(1,430.23)	(57.21)	17,674.38	27,500.00	(9,825.62)	(35.73)
5240-00	Nunes T P Operations	5,618.19	8,189.41	(2,571.22)	(31.40)	94,259.41	90,083.51	4,175.90	4.64
5241-00	Nunes T P Maintenance	520.02	4,525.00	(4,004.98)	(88.51)	42,433.85	49,775.00	(7,341.15)	(14.75)
5243-00	CSP Pump Station Maintenance	28,057.65	4,250.00	23,807.65	560.18	46,845.75	46,750.00	95.75	0.20
5245-00	Alves/Miramontes Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5400-00	Trans & Dist. Exp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5318-00	Studies/Surveys/Consulting	7,615.00	0.00	7,615.00	0.00	7,615.00	0.00	7,615.00	0.00
5321-00	Water Conservation	2,152.20	3,875.00	(1,722.80)	(44.46)	27,647.76	42,625.00	(14,977.24)	(35.14)
5322-00	Community Outreach	1,696.01	1,189.16	506.85	42.62	9,215.35	13,080.76	(3,865.41)	(29.55)
5500-00	General Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5620-00	Office Supplies & Expense	10,880.44	9,010.83	1,869.61	20.75	89,435.43	99,119.13	(9,683.70)	(9.77)
5621-00	Computer Services	18,719.98	2,900.00	15,819.98	545.52	53,166.36	31,900.00	21,266.36	66.67
5625-00	Meetings / Training / Seminars	5,032.79	2,333.33	2,699.46	115.69	33,041.13	25,666.63	7,374.50	28.73

**General Ledger
Period Budget Analysis**

May 2007

<u>Account</u>	<u>Description</u>	<u>May 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
5630-00	Insurance	29,585.84	24,604.16	4,981.68	20.25	407,291.91	433,645.76	(26,353.85)	(6.08)
5681-00	Legal	3,863.05	4,333.33	(470.28)	(10.85)	54,825.04	47,666.63	7,158.41	15.02
5682-00	Engineering	1,228.00	2,500.00	(1,272.00)	(50.88)	22,506.13	27,500.00	(4,993.87)	(18.16)
5683-00	Financial Services	106.25	3,181.82	(3,075.57)	(96.66)	19,225.22	36,818.20	(17,592.98)	(47.78)
5685-00	Board Meeting Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5686-00	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5687-00	Membership, Dues, Subscript.	256.50	1,747.08	(1,490.58)	(85.32)	46,064.28	32,342.88	13,721.40	42.42
5688-00	Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5690-00	Interest Expenses	2,285.79	0.00	2,285.79	0.00	2,285.79	0.00	2,285.79	0.00
5700-00	San Mateo County Fees	0.00	0.00	0.00	0.00	11,461.00	10,500.00	961.00	9.15
5701-00	Property Taxes	0.00	0.00	0.00	0.00	697.94	700.00	(2.06)	(0.29)
5705-00	State Fees	0.00	0.00	0.00	0.00	40,660.54	24,000.00	16,660.54	69.42
5711-00	Debt Service - Existing Bonds	0.00	0.00	0.00	0.00	84,853.43	270,600.00	(185,746.57)	(68.64)
5712-00	Debt Service - Proposed Bonds	0.00	0.00	0.00	0.00	269,825.68	487,200.00	(217,374.32)	(44.62)
5713-00	Contribution to CIP & Reserves	43,725.00	43,725.00	0.00	0.00	480,975.00	480,975.00	0.00	0.00
5714-00	Transfer of Conn Fees to CSP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5725-00	Debt Issuance Amortization Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5743-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5744-00	Capital Replacement Contri.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5411-00	Salaries & Wages - Field	59,773.11	60,953.92	(1,180.81)	(1.94)	736,421.18	700,970.08	35,451.10	5.06
5610-00	Salaries/Wages - Administration	53,362.48	41,537.76	11,824.72	28.47	433,248.15	477,684.25	(44,436.10)	(9.30)
5640-00	Employees Retirement Plan	29,912.70	28,872.30	1,040.40	3.60	343,832.54	332,031.46	11,801.08	3.55
5684-00	Payroll Tax Expense	8,440.68	7,582.92	857.76	11.31	84,689.01	87,203.58	(2,514.57)	(2.88)
5412-00	Maintenance - General	2,747.07	9,796.66	(7,049.59)	(71.96)	126,768.75	107,763.26	19,005.49	17.64
5414-00	Motor Vehicle Expense	4,396.34	3,291.66	1,104.68	33.56	43,120.68	36,208.26	6,912.42	19.09
5415-00	Maintenance - Well Fields	1,782.20	2,616.66	(834.46)	(31.89)	2,097.31	28,783.26	(26,685.95)	(92.71)
5745-00	CSP Connect. Reserve Contribu.	0.00	0.00	0.00	0.00	206,525.00	0.00	206,525.00	0.00
5746-00	Wavecrest CSP Connt. Reserve	3,345.60	0.00	3,345.60	0.00	36,801.60	0.00	36,801.60	0.00
EXPENSE Total		441,487.61	413,188.65	28,298.96	6.85	5,267,997.87	5,388,571.80	(120,573.93)	(2.24)
REVENUE Total		484,787.36	586,976.00	(102,188.64)	(17.41)	5,953,941.92	5,376,988.26	576,953.66	10.73
EXPENSE Total		441,487.61	413,188.65	28,298.96	6.85	5,267,997.87	5,388,571.80	(120,573.93)	(2.24)
INCOME Total		43,299.75	173,787.35			685,944.05	(11,583.54)		

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

May 31, 2007

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FNB</u>						
OPERATING ACCOUNT			\$763,901.07			\$763,901.07
CSP T&S ACCOUNT					\$959,454.50	\$959,454.50
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$763,901.07	\$0.00	\$959,454.50	\$1,723,355.57
CASH WITH L.A.I.F	\$297,900.00	\$700,000.00	\$1,492,386.09	\$267,655.14	\$2,933,968.90	\$5,691,910.13
UNION BANK - Project Fund Balance			\$5,293,777.57			\$5,293,777.57
CASH ON HAND	\$2,100.00					\$2,100.00
TOTAL DISTRICT CASH BALANCES	\$300,000.00	\$700,000.00	\$7,550,064.73	\$267,655.14	\$3,893,423.40	\$12,711,143.27
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 66,919.84				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 66,919.84				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next six months.</i>						

**COASTSIDE COUNTY WATER DISTRICT
CRYSTAL SPRINGS PROJECT
CAPITAL PROJECTS FY 06/07**

May-07

<u>PROJECT</u>	<u>Actual to date</u>	<u>FY 06/07 CIP Budget</u>	<u>% Completed</u>
El Granada Pipeline Phase 3A (City) 3B (County) 1128-03/04	\$215,379	\$1,000,000	21.5%
Main Street/Hwy 92 Pipeline Replacement Project - Phase 2 1120-93		\$718,000	
Contingency		\$100,000	
TOTALS	\$215,379	\$1,718,000	12.5%

Coastside County Water District
Capital Improvement Projects (Non-CSP) - FY 06/07

DATE: MAY 2007

DESCRIPTION	ACCT NO	CONTRACT AMOUNT	ACTUAL TO DATE	FY 06/07 CIP BUDGET
<u>PIPELINE PROJECTS</u>				
Main Street/Hwy 92 Widening Project (Non-CSP Portion)	1120-93		\$1,020,327	\$492,000
<u>WATER TREATMENT PLANT PROJECTS</u>				
Denniston Foot Valve for 60hp Pump	1121-22		\$2,291	\$10,000
Denniston Hi Lift Pumps - Refurbish	1121-23		\$32,344	\$20,000
Nunes Level Indicators Clearwell/Recovery Tanks	1121-24		\$6,078	\$10,000
Nunes Filter Media Replacement	1121-25			\$5,000
Nunes Filter Backwash Valves	1121-26		\$1,018	\$5,000
Nunes - Automatic Sludge Valve	1121-27		\$5,228	\$5,000
<u>FACILITIES AND MAINTENANCE PROJECTS</u>				
Denniston Restoration	1120-03		\$42,088	\$25,000
Meter Change Program	1117-06			\$15,000
City & County Projects (resurfacing/raising boxes)	1120-86		\$18,361	\$30,000
Pave Nunes WTP Road	1121-28		\$13,000	\$30,000
Safety/Security Upgrades	1121-29		\$7,843	\$20,000

Coastside County Water District
Capital Improvement Projects (Non-CSP) - FY 06/07

EQUIPMENT PURCHASE & REPLACEMENT

Vehicle Replacement	1118-04			\$25,000
Computer System	1118-02		\$8,314	\$8,000
Office/Shop Equipment	1118-02		\$1,443	\$1,500
SCADA/Telemetry	1121-82			\$125,000

PUMP STATIONS / TANKS / WELLS

Alves Tank - Paint Sand Blast -	1121-08			\$125,000
CSP Motor and Pump Rehabilitation	1121-30		\$18,739	\$50,000

DEBT RETIREMENT

Nunes WTP & Revenue Bonds				\$185,000
---------------------------	--	--	--	-----------

DENNISTON - SHORT TERM IMPROVEMENTS

Replace Chlorine Gas with New Sodium Hypochlorite	1121-31			\$150,000
Replace Caustic Soda System	1121-32			\$150,000
Construct Treated Water Tank Modifications/Flow Through Operations	1121-33			\$400,000
Configure Plant for Automated Shutdown	1121-34			\$100,000
Install Automated Filter-to-Waste	1121-35			\$100,000

Coastside County Water District
Capital Improvement Projects (Non-CSP) - FY 06/07

NUNES - SHORT TERM IMPROVEMENTS

Replace Chlorine Gas with New Sodium Hypochlorite	1121-36		\$11	\$150,000
Replace Caustic Soda Piping and Add Containment	1121-37		\$11	\$130,000

TOTAL CAPITAL IMPROVEMENT PROJECT BUDGET **\$1,177,095** **\$2,366,500**

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

**Acct. No.5681
ANTHONY CONDOTTI
Legal**

Month	Admin (General Legal Fees)	CSP	Transfer Program	CIP	Personnel	Lawsuits 62% Reimbursable	Infrastructure Project Review (Reimbursable)	TOTAL
Jun-06	7,815	156	78	2,705		184		10,938
Jul-06	7,930	1,190		2,081	351		20	11,571
Aug-06	8,040	1,346	254			1,222		10,861
Sep-06	5,739	2,925				225	176	9,064
Oct-06	5,997	1,580	156	39	117	1,133	59	9,080
Nov-06	4,624	15	117	332	176	1,023		6,286
Dec-06	3,757	59		1,073	878	161		5,926
Jan-07	2,873		78	1,326	546			4,823
Feb-07	11,922	1,443		2,262	176		117	15,920
Mar-07	6,045	2,033		1,428	1,170			10,676
Apr-07	4,857	800	156	488	312			6,612
May-07	3,531	1,014	234	566	878		293	6,515
TOTAL	73,131	12,558	1,073	12,298	4,602	3,946	663	108,271

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

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
Jun-06	1,046	444	2,544	10,268		14,302	
Jul-06	2,140	12,685		3,399	304	18,528	304
Aug-06	2,862	11,669	456	4,349		19,336	
Sep-06	995	13,974	456	4,445		19,870	
Oct-06	924	5,507	3,328	13,361	76	23,196	76
Nov-06	1,938	2,414	2,103	16,217		22,672	
Dec-06	924	684		3,703		5,311	
Jan-07	1,532	2,387	456	11,078		15,453	
Feb-07	1,684	3,544	1,064	5,690	684	12,665	684
Mar-07	2,095	867	532	13,605	1,286	18,384	533
Apr-07	3,623	530		11,127	1,961	17,240	152
May-07	1,228	13,388		3,965		18,581	
TOTAL	20,989	68,093	10,939	101,207	4,311	205,539	1,749

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL CLOSED SESSION

Tuesday, May 8, 2007

1) CLOSED SESSION

A. Public Employment

Public Employment Pursuant to Government Code Section 54957

Title: General Manager

The Closed Session convened at 6:00 p.m. with President Larimer and Directors Ascher, Mickelsen, Coverdell and Feldman, and Legal Counsel Condotti, and reconvened to open session at approximately 7:00 p.m.

2) RECONVENE TO OPEN SESSION

President Larimer announced that no reportable action had been taken.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

May 8, 2007

- 1) **ROLL CALL:** President Larimer called the meeting to order at 7:08 p.m. Present at roll call were Directors Ken Coverdell, Chris Mickelsen, Everett Ascher and Bob Feldman.

Also present were; Anthony Condotti, Legal Counsel; Jim Teter, District Engineer; Joe Guistino, Superintendent of Operations; JoAnne Whelen, Administrative Assistant/Recording Secretary, and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS**

President Larimer announced that Director Ascher had recently learned of an issue that warrants Board action and requested that the agenda be amended to accommodate discussion of this new proposed initiative.

Director Ascher informed the Board that on May 14, 2007, the State Assembly would be voting on AB 1260, which is related to rate increases associated with Special Districts. Director Ascher reviewed the advantages of AB 1260, including providing clarification of noticing requirements for proposed rate increases, the suggested methods for counting written protests, and the anticipated financial savings to water districts and their customers. He also advised that AB 1260 would provide water agencies with increased protection from future litigation associated with rate increases. Director Ascher informed the Board that the Association of California Water Agencies is requesting that members contact their local assembly in support of the passing of AB 1260, and stated that discussion of this item would be required at this Board meeting in order to meet the time constraints associated with the voting on this bill.

ON MOTION by Director Ascher and seconded by Director Coverdell, the Board voted as follows, to add discussion of the proposed AB 1260 to this agenda:

Director Coverdell	Aye
Director Mickelsen	Aye
Director Ascher	Aye
Director Feldman	Aye
President Larimer	Aye

President Larimer suggested that the Board take action on this item immediately on the agenda.

ON MOTION by Director Ascher and seconded by Director Coverdell, the Board voted as follows, by roll call vote, to pass a Resolution in support of the passage of Assembly Bill 1260 and that a copy of the Resolution be provided to State Assembly member Gene Mullin:

Director Coverdell	Aye
Director Mickelsen	Aye
Director Ascher	Aye
Director Feldman	Aye
President Larimer	Aye

President Larimer directed staff to prepare the Resolution and immediately forward it to the appropriate governmental agencies.

4) CONSENT CALENDAR

- A.** Requesting the Board to review disbursements for the month ending April 30, 2007 - Claims: \$786,186.98; Payroll: \$63,859.81 for a total of \$850,046.79
- B.** Acceptance of Financial Reports
- C.** Minutes of the April 10, 2007 Board of Directors Meeting
- D.** Report of the April 18, 2007 Special Closed Session
- E.** Monthly Water Transfer Report
- F.** Installed Water Connection Capacity and Water Meters Report
- G.** Total CCWD Production Report
- H.** CCWD Monthly Sales by Category Report
- I.** April 2007 Leak Report
- J.** Rainfall Reports

- K. San Francisco Public Utilities Commission Hydrological Conditions Report for April 2007
- L. Engineering Projects Received for Review during March 2007

Director Ascher requested that item 4B - Acceptance of the Financial Reports, be pulled from the Agenda, with further discussion of this item to take place under item 9B - Discussion and possible direction to staff regarding the draft proposed fiscal year 2007/2008 budget.

ON MOTION by Director Ascher and seconded by Director Mickelsen the Board voted as follows, by roll call vote, to accept the Consent Calendar as submitted, with the exception of item 4B:

Director Coverdell	Aye
Director Mickelsen	Aye
Director Ascher	Aye
Director Feldman	Aye
President Larimer	Aye

5) MEETINGS ATTENDED/SCHEDULED - BOARD OF DIRECTORS INCLUDING COMMITTEES, CUSTOMERS, OTHER AGENCIES, ETC.

- A. The following three Committee meetings were held in April 2007. Note: Some Committee reports to be provided in further detail for agenda items contained under the General Business Section of this agenda:

- District Facilities Committee - April 20, 2007 - Report - Item 9B
- Water Quality Compliance Committee - April 26, 2007
- Finance Committee - April 30, 2007 - Report - Item 9B & 9C

President Larimer explained that two of the Committee reports would be provided in detail by committee members later in the meeting, during the General Business portion of the agenda.

Water Quality Compliance Committee Report - April 26, 2007

Director Feldman reported that water quality data and statistics are scheduled for review by the committee members on a quarterly basis. He reported that the review was satisfactory, and that

everything is in order and in good standing with the California Department of Health Services (DHS). Director Mickelsen agreed and commended staff members on their excellent testing and reporting skills, with all aspects currently in compliance with present regulations. He added that staff had come a long way in meeting and exceeding DHS standards and expectations and was very pleased with the results that staff has accomplished.

Mr. Guistino, Superintendent of Operations, stated that the District will be facing new and updated regulations in the future, and felt that the committee meetings would be beneficial in this regard, in terms of keeping the Board and staff informed of all new regulations and requirements.

B. Meetings Attended

Director Ascher reported on his recent attendance at the Association of California Water Agencies (ACWA) conference in Sacramento, CA, as a representative of the District. He informed the Board that he learned that from an insurance compliance standpoint, that CCWD is in very good shape. He also stated that he would be sharing some of ACWA's recommendations with staff committee members.

Director Mickelsen reported that he and Director Feldman, along with Joe Guistino and Cathleen Brennan, had attended a recent tour and very productive meeting at the Pilarcitos Watershed, hosted by the San Francisco Public Utilities Commission. Director Feldman stated that he was very impressed with the pristine quality of the area's surroundings and enjoyed the tour and the information shared.

6) PUBLIC OUTREACH/PROGRAM DEVELOPMENT/WATER RESOURCES ANALYST'S REPORT

Ms. Brennan referenced her written report, reviewed some of the recent conservation activities, and directed the Board's attention to the recent advertisement in regards to the requested 10% water consumption reduction from customers, and reported that region-wide, there has been a lot of advertising from many different agencies about the importance of water consumption reduction. Ms. Brennan also reviewed the special message on CCWD billing statements and the updated water waste door

hangers in preparation for the District's efforts to achieve the voluntary reduction in consumption.

Ms. Brennan then reported on her attendance at a recent San Francisco Public Utilities Commission (SFPUC) and Bay Area Water Supply and Conservation Agency (BAWSCA) meeting, which focused on the importance of this new request for a ten-percent water consumption reduction. Ms. Brennan referenced her staff report, also distributed at the meeting, which recommends that the District implement the Water Shortage and Drought Contingency Plan, specifically the Advisory Stage, especially since the request from SFPUC for a 10% reduction and the current hydrological conditions are consistent with this stage of the plan. She advised the Board that the implementation of this plan will have a significant impact on staff and on the District's budget, and reviewed the fifteen steps of action that will be required with implementation of the Advisory Stage of the Plan.

The Board discussed placing an emphasis on public awareness, which included development of charts and information in a simple, and easy-to-understand format, submission of articles in local newspapers, and notification to elected officials, with President Larimer possibly attending a City of Half Moon Bay Council meeting to share information.

Mr. Guistino stated that the District was very fortunate that Ms. Brennan had joined the CCWD team at this time, as she has a great deal of experience and expertise in this field, which will be very beneficial in instituting these District programs and public outreach. President Larimer commented that this was a great start on a very important topic and stressed the importance of developing a strong plan, getting the message out, and act accordingly, and requested that monthly updates be provided to the Board. Director Coverdell suggested that staff contact local schools and inquire about CCWD participating in classroom arts and science events, which would be helpful with the students sharing water conservation information with their families.

7) SUPERINTENDENT OF OPERATION'S REPORT

A. Superintendent of Operations Monthly Report

Mr. Guistino referenced his written staff report and provided updates on the status of the telemetry equipment at Crystal

Springs, and the Denniston Well Rehabilitation Project. He also recognized and commended Steve Twitchell and Sean Donovan on their modification of the filter effluent sample station at the Denniston Water Treatment Plant, which eliminated the wide variation in chlorine residual and PH readings that were being recorded. Their modification allows for better clarity as to the CT calculations for monthly reports submitted to the Department of Health Services.

Mr. Guistino also reported on the recent investigation and plans for maintenance of the Denniston intake valve, and reviewed the recent correspondence with the Department of Health Services.

B. American Water Works Association (AWWA) / Cal Nev Section Spring Conference - April 2007

Mr. Guistino provided highlights of his attendance at the conference and informed the Board that he will be acting as the Chair for the Water Quality Division for the AWWA Cal/Nev Section and that their purpose would be to provide literature, educational materials and technical programs for future conferences.

C. Discussion and possible direction to staff regarding an automated meter-reading program

Mr. Guistino reviewed the benefits of instituting an automated meter-reading system and advised that he was in the process of obtaining information and prices from approximately five (5) vendors to institute a pilot program for the sixty-seven (67) meters located on the Highway 92 route. He informed the Board of the system features that he is considering and evaluating and that it appears that the costs will be approximately \$30,000 to \$40,000. He reported that he anticipates making a decision by the end of May, with a specific recommendation to be presented to the Board for review and approval at the June Board meeting.

8) DISTRICT ENGINEER'S WORK STATUS REPORT

A. District Engineer's Work Status Report

Mr. Teter explained that he had provided the status of Phase 3 of

the El Granada Pipeline Replacement Project in a separate report. He reviewed the progress on the short term improvements for the Denniston and Nunes Water Treatment Plants.

B. El Granada Phase 3 Pipeline Replacement Project Status Report

Mr. Teter referenced his written report and the remaining tasks to be completed before field construction work can begin.

He also reviewed the schedule he developed, which had been categorized by work to be completed prior to advertising for bids, work to be completed prior to opening bids, and items to be completed prior to beginning of field construction. Mr. Teter addressed several questions from the Board.

9) GENERAL BUSINESS

A. Requests to Abandon and Decommission Test Well Facilities in Lower Pilarcitos Area (APN 056-143-330 - George Auld; APN 056-042-110 - Carl Hoffman)

Mr. Condotti provided a brief background of this project and reported that the District had recently received requests from two of the landowners, requesting abandonment and decommissioning of the CCWD test wells on their property, and explained the process.

George Auld - 353 St. Andrews Lane - reiterated the project's background and informed the Board that he would like his property restored so that he can take further steps to utilize the property.

ON MOTION by Director Ascher and seconded by Director Mickelsen the Board voted as follows, by roll call vote, to authorize and direct staff to decommission the test wells located on APN's 056-143-330 and 056-042-110. Director Coverdell requested that the motion be amended to include the decommissioning of the remaining three test wells, contingent upon requests from the parcel owners. Directors Ascher and Mickelsen accepted the motion amendment.

Director Coverdell	Aye
Director Mickelsen	Aye
Director Ascher	Aye
Director Feldman	Aye
President Larimer	Aye

B. Discussion and possible direction to staff regarding draft proposed FY 2007/2008 Operating and Maintenance (O&M) Budget and Capital Improvement Program Budget for Crystal Springs and Non-Crystal Spring Projects

President Larimer requested that the District's Facilities Committee report on this item.

Director Coverdell reported on the recent committee meetings, and explained the Ten-Year Planned Capital Projects Report for Fiscal Years 2006/2007 through June 2016/2017, in further detail, including the process for prioritization of the projects and the importance listed in the "have to, ought to, want to" column, and recommended approval of the proposed budget. He also stated that the staff, including Joe Guistino, Gina Brazil, Steve Twitchell, John Davis, and others, had performed an excellent and thorough proposed budget for the committee's review, and approval, and thanked staff for their outstanding work.

Mr. Guistino noted that the District's Engineer, Jim Teter, had also been instrumental and helpful in the development of the proposed budget.

President Larimer commented that he believed that the District had developed an excellent program for maintaining the existing infrastructure, including a ten-year program and an action plan and process that is being executed every year. He stressed the importance that CCWD begin making some long-range plans for future water needs for the community.

Director Ascher provided a report on behalf of the Finance Committee, recapping their last two meetings. He thanked Gina Brazil for her contributions in the budget and stated that he had requested that item 4B be pulled from the Consent Calendar portion of the agenda for further discussion under this item. He pointed out that currently CCWD has approximately \$680,000 more in the bank than was anticipated and without the current expense of a General Manager's salary and related costs to pay, it appeared to him that there is presently a surplus, which he assumed would be carried forward into the District's reserve account. Ms. Brazil stated that she would confirm this with the

District's accountant and auditors. He stated that with this surplus, a proposed rate increase of 6.6% may not be necessary.

Director Ascher also reviewed the background of the District's bonds, which allowed the District to establish a reasonable rate structure, providing for an approximately 7% rate increase over the next ten years, completely amortizing the bonds, and constructing the District's much-needed infrastructure projects. He further explained that the proposed rate increase of approximately 6.6%, is mainly due to the proposed increase in the San Francisco Public Utilities Commission's projected costs. He noted that the other factors included an increase in necessary maintenance expenses and in a substantial increase in health care premiums. He also reported that in general, workers compensation claims were on the decrease, which may provide for a refund to the District from the Association of California Water Agencies, Joint Powers Insurance. He concluded his comments by stating that the fiscal year 2007/2008 proposed budget is very much within the parameters of previous budgets, that further details supporting the budget are available, and that it appears that a 6.6% rate increase is justified and serves the best interests of the Coastside County Water District and its rate payers. He recommended that the Board approve the proposed Budget as presented, that the District move forward with the required noticing to the District's ratepayers for a potential 6.6% rate increase, with a public hearing to be scheduled for the July Board meeting, and a rate increase to be effective thereafter. Board discussion ensued, including a review and clarification of several of the budget items and expense accounts.

ON MOTION by Director Coverdell and seconded by Director Mickelsen the Board voted as follows, by roll call vote, to adopt the Draft Operations and Maintenance Budget and Capital Improvement Budget for Fiscal Year 2007/2008, including up to a 6.6% rate increase, establishing the date of July 10, 2007 for consideration of a Public Hearing to adopt the rate increase, and provided direction to staff to proceed with notification in accordance with State Law Requirements for rate increases:

Director Coverdell	Aye
Director Mickelsen	Aye
Director Ascher	Aye
Director Feldman	Aye
President Larimer	Aye

C. Discussion and possible direction to staff on Coastside County Water District Purchase Order Policy

Director Ascher explained the background of this item, advising the Board that the District had developed a purchasing policy that delegates authority for purchase, or specifies when a purchase order is required, as follow-up to a recommendation provided by the District's auditor, Maze & Associates. He also reported that the Finance Committee had reviewed and approved adoption of the policy.

ON MOTION by Director Ascher and seconded by Director Feldman the Board voted as follows, by roll call vote, to adopt Resolution 2007-03 - adopting the Coastside County Water District Purchase Order Policy:

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

D. Resolution No. 2007-04 Appointing Joe Guistino as District Secretary

Mr. Condotti stated that according to State law, the Board is required to appoint a Secretary to attest to signatures on contracts and Resolutions.

Director Ascher advised that a Board Secretary Training workshop is scheduled later in the month, and suggested that Mr. Guistino attend the session.

President Larimer stated that in the absence of a General Manager, during the interim of filling the vacant position over the next several months, the Board is managing the District by relying on the depth of experience and expertise of senior staff members, Joe Guistino, JoAnne Whelen and Gina Brazil.

ON MOTION by Director Ascher and seconded by Director Coverdell the Board voted as follows, by roll call vote, to adopt Resolution 2007-04 - Appointing Joe Guistino as Secretary of the Coastside County Water District:

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

E. Further Consideration of Proposal from Avery & Associates for General Manager Recruitment

Mr. Condotti stated that the Board had previously accepted the agreement with Avery Associates, including the scope of work contained in Option # 1. The proposed scope of work contained in the Board packet was modified from the original scope that was presented to the Board in April. He also advised that no formal action is required on this item.

President Larimer reported that the Board has been meeting on a regular basis in both open and closed sessions, in regards to the ongoing process of the General Manager recruitment, and explained some of the aspects and responsibilities of the recruiter.

F. Discussion of Coastside County Water District's Organizational Structure

President Larimer advised that with the vacancy in the General Manager position, that this could possibly be an opportunity to consider reorganization of the District. Mr. Condotti pointed out that the organizational chart should be revised to reflect that the District's legal counsel's relationship is with the Board of Directors and reports directly to the Board. It was suggested that staff further refine the alternative organization chart for District use, with an additional revision of including a dotted line to represent the relationship between the General Manager and the Attorney.

Director Ascher also suggested that a long-range planning committee be established to consider strategic issues that may transpire over the next five to ten years, including new regulations, a possible development of an integrated watershed management plan, political issues, etc. President Larimer concurred with the recommendation and emphasized the importance of long-range planning.

G. Status Report on the Current Major Capital Improvement Projects

Mr. Guistino reviewed the status of the District's current capital improvement projects.

10) AGENDA ITEMS AND DIRECTOR COMMENTS

11) ADJOURNMENT

The meeting was adjourned at 9:37 p.m. The next meeting of the Coastside County Water District Board of Directors is scheduled for Tuesday, June 12, 2007.

Respectfully submitted:

Joe Guistino, Acting General Manager

Jim Larimer, President

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Acting General Manager

Agenda: June 12, 2007

Report

Date: June 4, 2007

Subject: Monthly Water Transfer Approval 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 last Board meeting in May 2007, two non-priority transfer applications and two partial capacity non-priority transfer applications were approved. A spreadsheet reporting the transfers for the month of May 2007 follows this report as well as the approval letters from Anthony Condotti and the confirmation letters from Glenna Lombardi.

APPROVED AND PROCESSED TRANSFERS FOR THE 2007 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# OF CONNECTIONS	DATE
037-320-270	047-281-150	Corado-McComas LP to O'Driscoll	one---5/8" non-priority	May-07
064-281-610	064-332-190	Mack to Callan, TRS	one---5/8" non-priority	May-07
064-123-280	065-206-170	Derow/Miller to Carey, TRS	.5-----5/8" non-priority	May-07
064-123-260	065-206-170	MacDonald 1991 TR to Carey TRS	.5-----5/8" non-priority	May-07

ATCHISON, BARISONE, CONDOTTI & KOVACEVICH

A PROFESSIONAL CORPORATION

333 CHURCH STREET

SANTA CRUZ, CALIFORNIA 95060

WEBSITE: WWW.ABC-LAW.COM

JOHN G. BARISONE
ANTHONY P. CONDOTTI
GEORGE J. KOVACEVICH
BARBARA H. CHOI
SUSAN E. BARISONE
WENDY B. MORGAN
JEFFREY E. BARNES
HEATHER J. LENHARDT

TELEPHONE: (831) 423-8383
FAX: (831) 423-9401
EMAIL: ADMIN@ABC-LAW.COM

RECEIVED

MAY 16 2007

COASTSIDE COUNTY
WATER DISTRICT

May 14, 2007

*Via Facsimile and
United States Mail*

Glenna Lombardi, Ex. Assistant
Coastside County Water District
766 Main Street
Half Moon Bay, California 94019

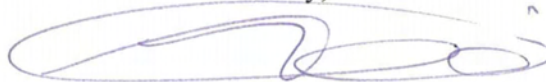
Re: Non-Priority Transfer Application:
Corado/McComas, L.P. to Susan and Alan O'Driscoll
APN 037-320-270 to 047-281-150

Dear Glenna:

This will confirm my review of the Application to Transfer Uninstalled Water Service Connection Rights concerning the above-referenced properties. From my review, it appears that the application is in order and in compliance with the District's transfer policy. Accordingly, it appears that we are now ready to proceed with processing the transfer and recording the notice. Per the terms of the agreement, the District is responsible for 50% of eligible transfer costs, up to a total of \$22,000. Eligible costs include: (1) the cost of the connection [\$40,000]; (2) the application fee [\$500]; and (3) the O'Driscolls' legal expenses [\$3,626] for a total of \$44,126. After deducting \$20,000 for the cost of the connection purchase and \$500 for the application fee, this would leave \$1,500 for reimbursement a portion of the O'Driscolls' legal expenses.

Please feel free to contact me with any questions or comments.

Sincerely,



ANTHONY P. CONDOTTI
District Legal Counsel

cc: Gina Brazil, Office Manager

May 15, 2007

Corado, Inc./Corado-McComas LP
1717 N. Bayshore Drive #1432
Miami, FL 33132

Alan and Susan O'Driscoll
P.O. Box 1871
El Granada, CA 94018



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

Dear Property Owners:

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

- APN 037-320-270 continues to have the remaining rights to 27—5/8" (20 gpm) non-priority water service connections from Crystal Springs Project ; and
- APN 047-281-150 now has a one--5/8" (20 gpm) non-priority water service connection assigned to it as a "replacement connection" from the Crystal Springs Project. (This is in compliance with the terms of the Interim Water Service and Water Service Connection Transfer Agreement executed on 5/3/07.)

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

Sincerely,

A handwritten signature in cursive script that reads "Glenna Lombardi".

Glenna Lombardi

ATCHISON, BARISONE, CONDOTTI & KOVACEVICH

A PROFESSIONAL CORPORATION

333 CHURCH STREET

SANTA CRUZ, CALIFORNIA 95060

WEBSITE: WWW.ABC-LAW.COM

JOHN G. BARISONE
ANTHONY P. CONDOTTI
GEORGE J. KOVACEVICH
BARBARA H. CHOI
SUSAN E. BARISONE
WENDY B. MORGAN
JEFFREY E. BARNES
HEATHER J. LENHARDT

TELEPHONE: (831) 423-8383
FAX: (831) 423-9401
EMAIL: ADMIN@ABC-LAW.COM

May 29, 2007

*Via Facsimile and
United States Mail*

Glenna Lombardi, Ex. Assistant
Coastside County Water District
766 Main Street
Half Moon Bay, California 94019

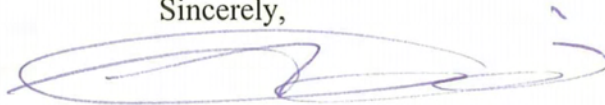
Re: Non-Priority Transfer Application:
Michael and Deanna Mack to Thomas J and Gladys A. Callan, Trustees
APN 064-281-610 to APN 064-332-190

Dear Glenna:

This will confirm my review of the Application to Transfer Uninstalled Water Service Connection Rights concerning the above-referenced properties. From my review, it appears that the application is in order and in compliance with the District's transfer policy.

Please feel free to contact me with any questions or comments.

Sincerely,



ANTHONY P. CONDOTTI
District Legal Counsel

RECEIVED
JUN 06 2007
COASTSIDE COUNTY
WATER DISTRICT

June 7, 2007

Michael and Deanna Mack
422 Magellan Avenue
Half Moon Bay, CA 94019



And

Thomas and Gladys Callan 1970 Trust
2790 Junipero Serra Boulevard
Daly City, CA 94015

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

Dear Property Owners:

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

- **APN 064-281-610** continues to have the remaining right to a one—5/8” (20 gpm) installed non-priority water service connection from Crystal Springs Project ; and
- **APN 064-332-190** 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 recently taken the position that the transfer of a water service connection meets the definition of “development” so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with the Half Moon Bay Planning Department if applicable. The Coastside County Water District, in approving this application, does not make any representations or warranties with respect to further permits or approvals required by other governmental agencies, including the City of Half Moon Bay.

Sincerely,

A handwritten signature in cursive script that reads "G. Lombardi".

Glenna Lombardi

ATCHISON, BARISONE, CONDOTTI & KOVACEVICH

A PROFESSIONAL CORPORATION

333 CHURCH STREET

SANTA CRUZ, CALIFORNIA 95060

WEBSITE: WWW.ABC-LAW.COM

JOHN G. BARISONE
ANTHONY P. CONDOTTI
GEORGE J. KOVACEVICH
BARBARA H. CHOI
SUSAN E. BARISONE
WENDY B. MORGAN
JEFFREY E. BARNES
HEATHER J. LENHARDT

TELEPHONE: (831) 423-8383
FAX: (831) 423-9401
EMAIL: ADMIN@ABC-LAW.COM

May 29, 2007

*Via Facsimile and
United States Mail*

Glenna Lombardi, Ex. Assistant
Coastside County Water District
766 Main Street
Half Moon Bay, California 94019

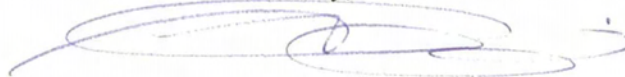
Re: Partial Non-Priority Transfer Application:
William F. Derow & Margery A. Miller to Robert E. Carey & Helen J. Carey,
Trustees
APN 064-123-280 to APN 065-206-170

Dear Glenna:

This will confirm my review of the Application to Transfer Uninstalled Water Service Connection Rights concerning the above-referenced properties. From my review, it appears that the application is in order and in compliance with the District's transfer policy.

Please feel free to contact me with any questions or comments.

Sincerely,



ANTHONY P. CONDOTTI
District Legal Counsel

RECEIVED

MAY 31 2007

COASTSIDE COUNTY
WATER DISTRICT

June 1, 2007

William Derow and Margery Miller
P.O. Box 3258
Half Moon Bay, CA 94019



And

Isabella Trust
2 Isabella Avenue
Atherton, CA 94027

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

Dear Property Owners:

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

- APN 064-123-280 continues to have the remaining right to an installed one—5/8" (20 gpm) non-priority water service connection from Crystal Springs Project ; and
- APN 065-206-170 now has a .5---5/8" (10 gpm) partial capacity non-priority water service connection assigned to it.

(Note: An accompanying application to transfer an additional .5—5/8" (10 gpm) partial capacity non-priority water service connection to APN 065-206-170 was approved which gives this property a total capacity of one—5/8" (20 gpm).)

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

Sincerely,

A handwritten signature in cursive script that reads "Glenna Lombardi".

Glenna Lombardi

ATCHISON, BARISONE, CONDOTTI & KOVACEVICH

A PROFESSIONAL CORPORATION

333 CHURCH STREET

SANTA CRUZ, CALIFORNIA 95060

WEBSITE: WWW.ABC-LAW.COM

JOHN G. BARISONE
ANTHONY P. CONDOTTI
GEORGE J. KOVACEVICH
BARBARA H. CHOI
SUSAN E. BARISONE
WENDY B. MORGAN
JEFFREY E. BARNES
HEATHER J. LENHARDT

TELEPHONE: (831) 423-8983

FAX: (831) 423-9401

EMAIL: ADMIN@ABC-LAW.COM

May 29, 2007

*Via Facsimile and
United States Mail*

Glenna Lombardi, Ex. Assistant
Coastside County Water District
766 Main Street
Half Moon Bay, California 94019

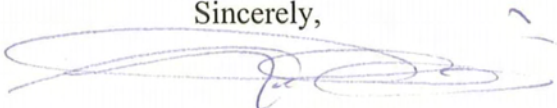
Re: Partial Non-Priority Transfer Application:
Mary C. McDonald 1991 Trust, Thomas Carey, Trustee to Rober E. Carey and
Helen J. Carey, Trustees of the Isabella Trust
APN 064-123-260 to APN 065-206-170

Dear Glenna:

This will confirm my review of the Application to Transfer Uninstalled Water Service Connection Rights concerning the above-referenced properties. From my review, it appears that the application is in order and in compliance with the District's transfer policy.

Please feel free to contact me with any questions or comments.

Sincerely,



ANTHONY P. CONDOTTI
District Legal Counsel

RECEIVED

MAY 31 2007
COASTSIDE COUNTY
WATER DISTRICT

June 1, 2007

Mary C. McDonald 1991 Trust
C/O Tom Carey, Trustee
2920 Woodside Road
Woodside, CA 94062



And

Isabella Trust
2 Isabella Avenue
Atherton, CA 94027

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

Dear Property Owners:


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

- APN 064-123-260 continues to have the remaining right to one—5/8" (20 gpm) non-priority water service connection from Crystal Springs Project ; and
- APN 065-206-170 now has a .5---5/8" (10 gpm) partial capacity non-priority water service connection assigned to it.

(Note: An accompanying application to transfer an additional .5—5/8" (10 gpm) partial capacity non-priority water service connection to APN 065-206-170 was approved which gives this property a total capacity of one—5/8" (20 gpm).)

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

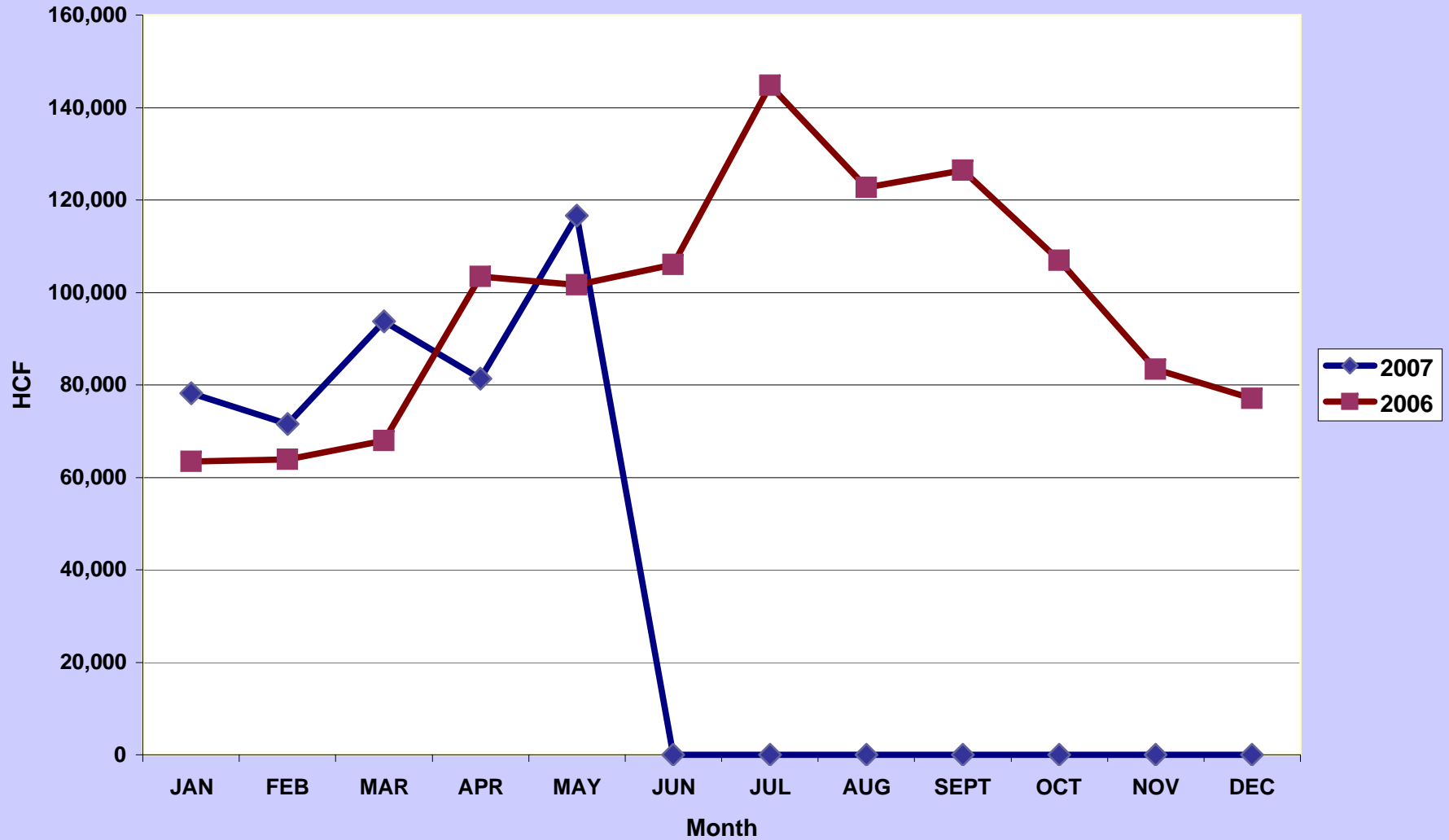
Sincerely,


Glenna Lombardi

TOTAL CCWD PRODUCTION (HCF) ALL SOURCES-2007

	PILARCITOS		DENNISTON		CRYSTAL SPRINGS	SAN VIN.	RAW WATER	UNMETERED	TOTAL		2006
	WELLS	LAKE	WELLS	RESERVOIR	RESERVOIR	RESERVOIR	TOTAL	USAGE	HCF	MG	HCF
JAN	7,928	56,832	1,203	12,634	0	0	78,596	357	78,239	58.52	63,436
FEB	7,968	62,941	40	1,083	134	0	72,166	588	71,578	53.54	63,877
MAR	11,243	75,067	628	11,123	0	0	98,061	4,305	93,757	70.13	67,928
APR	0	68,837	628	20,321	0	0	89,786	8,436	81,350	60.85	103,463
MAY	0	89,479	2,500	22,594	6,029	0	120,602	3,944	116,658	87.26	101,604
JUN	0	0	0	0	0	0	0	0	0	0.00	106,043
JUL	0	0	0	0	0	0	0	0	0	0.00	144,799
AUG	0	0	0	0	0	0	0	0	0	0.00	122,741
SEPT	0	0	0	0	0	0	0	0	0	0.00	126,430
OCT	0	0	0	0	0	0	0	0	0	0.00	106,898
NOV	0	0	0	0	0	0	0	0	0	0.00	83,369
DEC	0	0	0	0	0	0	0	0	0	0.00	77,112
TOTAL HCF	27,139	353,155	5,000	67,754	6,163	0	459,211	17,630	441,582		
TOTAL MG	20.30	264.16	3.74	50.68	4.61	0.00	343.49	13.187		330.30	
% TOTAL	5.9%	76.9%	1.1%	14.8%	1.3%	0.0%	100.0%	3.8%	96.2%		

2007 vs 2006 Production



**Coastside County Water District Monthly Sales By Category (HCF)
2007**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	HCF to Date	MG to Date
RESIDENTIAL	28435	45890	25051	36631	30745								166,752	124.73
COMMERCIAL	8452	1839	7667	1468	8643								28,069	21.00
RESTAURANT	3063	1	2932	0	3016								9,012	6.74
HOTELS/MOTELS	6235	168	5499	167	13587								25,656	19.19
SCHOOLS	714	175	1031	125	1541								3,586	2.68
MULTI DWELL	7174	8535	6113	7722	6249								35,793	26.77
BEACHES/PARKS	385	31	550	125	1125								2,216	1.66
FLORAL	19687	324	19635	297	28987								68,930	51.56
RECREATIONAL	103	236	83	273	81								776	0.58
MARINE	1804	0	1305	0	1822								4,931	3.69
IRRIGATION	397	926	143	1186	5266								7,918	5.92
HCF	76,449	58,125	70,009	47,994	101,062	0	0	0	0	0	0	0	353,639	
MG	57.18	43.48	52.37	35.90	75.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00		264.52

**Coastside County Water District Monthly Sales By Category (HCF)
2006**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	HCF to Date	MG to Date
RESIDENTIAL	26,648	37,849	22,883	37,829	27,954								153,163	114.57
COMMERCIAL	8,935	1,598	7,266	1,654	8,837								28,290	21.16
RESTAURANT	3,075	17	2,789	17	3,183								9,081	6.79
HOTELS/MOTELS	6,125	151	5,568	170	6,509								18,523	13.86
SCHOOLS	1,121	102	820	91	1,448								3,582	2.68
MULTI DWELL	6,746	7,910	5,912	7,364	6,642								34,574	25.86
BEACHES/PARKS	350	17	309	5	525								1,206	0.90
FLORAL	19,797	300	18,090	249	32,609								71,045	53.14
RECREATIONAL	144	191	121	229	85								770	0.58
MARINE	1,844	0	1,450	0	767								4,061	3.04
IRRIGATION	2,673	551	481	305	248								4,258	3.18
HCF	77,458	48,686	65,689	47,913	88,807	0	0	0	0	0	0	0	328,553	
MG	57.94	36.42	49.14	35.84	66.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00		245.76

**Coastside County Water District
Monthly Leak Report
May 2007**



Date	Location	City	Pipe Type / Size	Repair Material	Estimated Water Loss (gallons)	Estimated Cost of Repair (dollars)
18 May	Malaga Street	EG	2" galv	2" x 7.7" full circle	3200	\$400
18 May	Metzgar Street	HMB	6"	6" x 7.5" full circle	3100	\$600
20 May	551 Alameda	HMB	1" black plastic service	2 cop to cop	45000	\$1150
20 May	970 Francisco St	EG	¾" blue plastic service	¾" cop to cop	100	\$850

Estimated Water Loss – 51400 gallons
 Estimated Cost for Repairs - \$3000

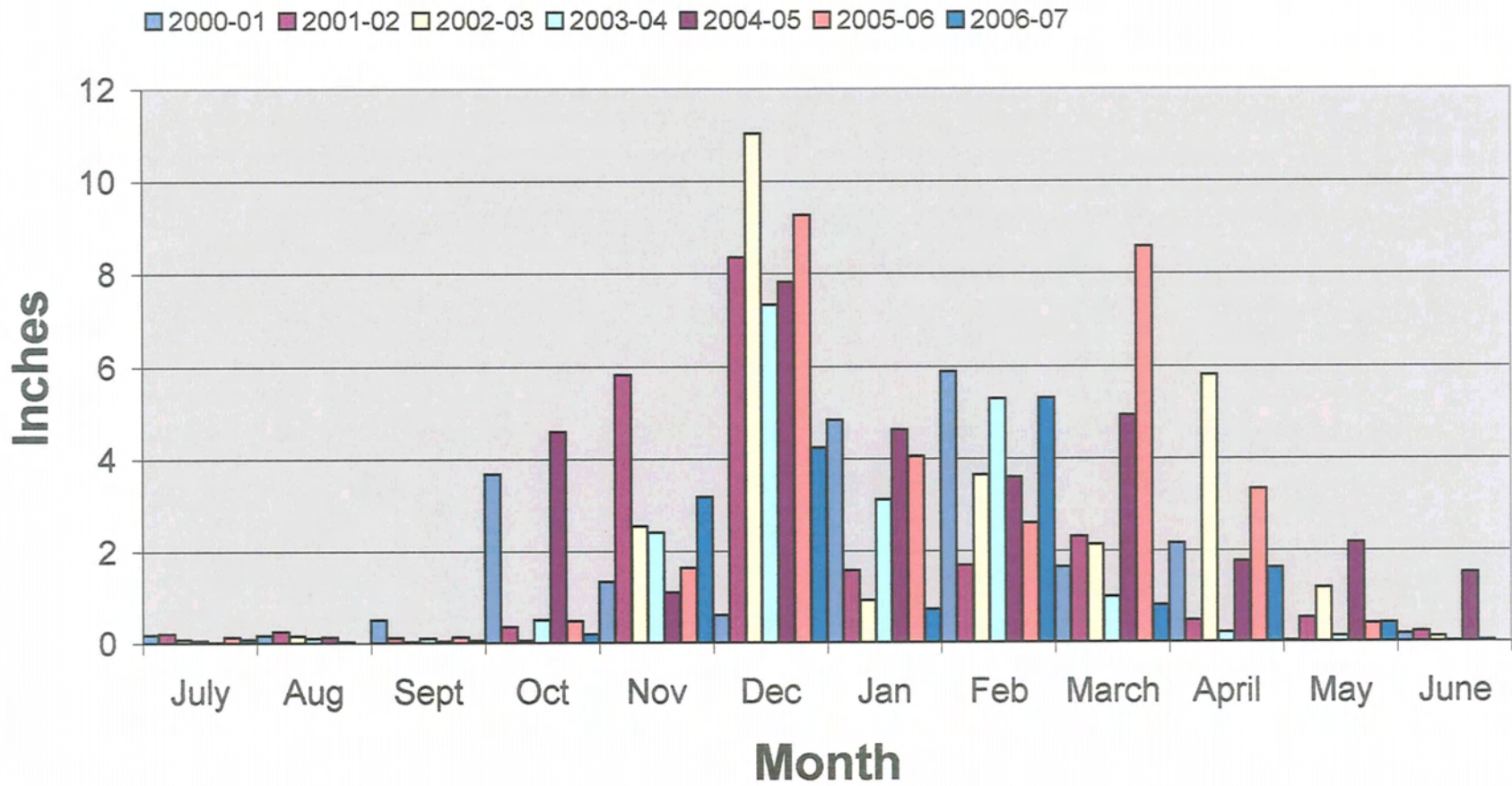
Coastside County Water District
 766 Main Street
 July 2006 - June 2007

District Office
 Rainfall in Inches

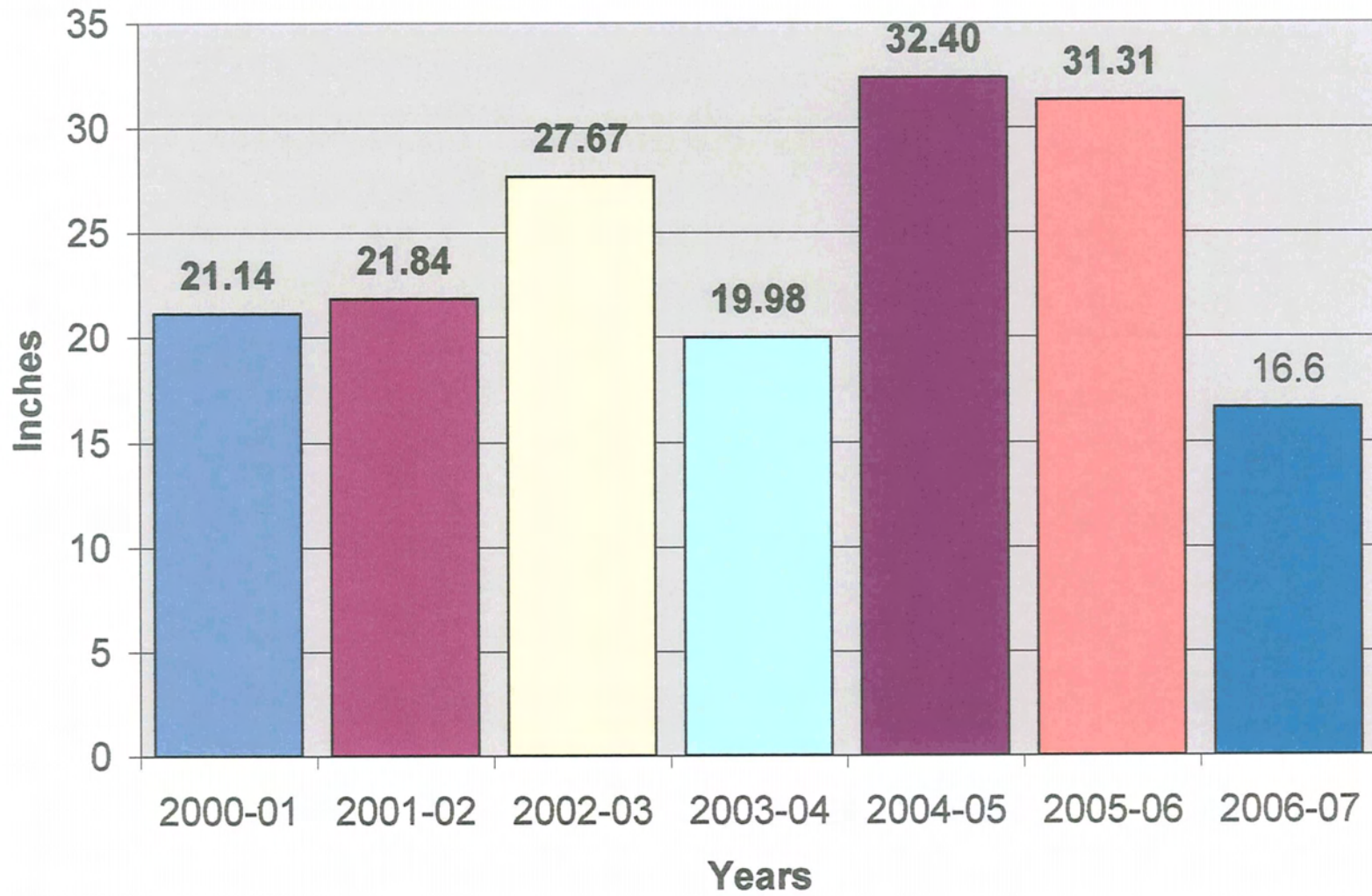
	2006						2007					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.14	0	0.01	0	0.01	0	0	
2	0	0		0	0.17	0	0	0	0	0	0.15	
3	0	0	0	0	0.33	0	0.01	0	0	0	0.08	
4	0	0	0	0	0	0	0	0	0	0	0.12	
5	0	0	0	0.06	0.01	0	0	0	0	0	0	
6	0	0	0	0.01	0.01	0	0	0	0	0.01	0	
7	0	0	0	0	0.02	0	0	0.48	0.04	0.03	0	
8	0	0	0.02	0	0.16	0.31	0	0.33	0	0	0	
9	0.02	0	0	0.01	0	0.8	0	0.53	0	0.07	0	
10	0	0	0.01	0.01	0	0.25	0	1.27	0.01	0	0	
11	0	0	0	0	0.31	0.02	0	0.15	0.01	0.25	0	
12	0.02	0	0	0	0	0.95	0	0.48	0	0	0	
13	0	0	0	0	0.64	0.26	0	0.01	0	0	0	
14	0.01	0	0	0	0.51	0.08	0	0	0.01	0.33	0	
15	0	0	0	0	0.01	0.15	0	0.01	0	0	0	
16	0	0	0	0.04	0	0	0.11	0	0.01	0	0	
17	0	0	0	0.01	0.03	0	0.01	0	0	0	0	
18	0	0	0	0	0	0.01	0	0	0.01	0	0	
19	0	0	0.01	0	0.01	0	0	0	0	0.2	0	
20	0	0	0	0	0	0	0.01	0	0.32	0.12	0	
21	0	0	0	0	0.02	0.55	0.01	0.03	0	0.34	0.01	
22	0	0	0	0	0.12	0.05	0	1.01	0	0.25	0	
23	0	0	0	0	0.01	0	0	0.02	0	0	0	
24	0	0	0.01	0	0.01	0	0	0.19	0.01	0	0	
25	0	0	0	0.02	0	0	0	0.2	0.03	0	0	
26	0	0	0	0.01	0.58	0.76	0.26	0.23	0.35	0	0.01	
27	0.01	0	0	0.02	0.08	0.03	0.19	0.33	0	0	0.04	
28	0.01	0	0	0	0.01	0	0.11	0.04	0	0.01	0	
29	0	0	0	0	0	0	0		0	0	0	
30	0	0	0	0	0	0	0		0	0.01	0	
31	0	0		0		0.02	0		0		0	
Mon.Total	0.07	0.00	0.05	0.19	3.18	4.24	0.72	5.31	0.81	1.62	0.41	0.00
Year Total	0.07	0.07	0.12	0.31	3.49	7.73	8.45	13.76	14.57	16.19	16.60	16.60

Rainfall by Month

July 2006 - June 2007



Rain Totals



MONTHLY CLIMATOLOGICAL SUMMARY for MAY. 2007

NAME: Office CITY: Half Moon Bay STATE: CA ELEV: 80 LAT: 37 38' 00" LONG: 122 25'59"

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	58.2	70.1	3:30p	46.2	4:30a	7.1	0.4	0.00	1.4	9.0	10:30a	SSW
2	59.4	66.7	12:30p	50.1	12:00m	5.6	0.1	0.15	2.1	12.0	2:30p	SW
3	57.4	68.1	4:00p	46.8	5:00a	7.8	0.2	0.08	2.4	16.0	11:30p	SE
4	56.3	63.0	9:00a	49.6	12:00m	8.7	0.0	0.12	3.4	19.0	4:30p	NNW
5	54.3	67.2	6:00p	43.8	5:30a	10.7	0.0	0.00	2.3	19.0	11:00a	WSW
6	61.3	82.3	6:00p	45.8	4:00a	6.2	2.5	0.00	1.2	12.0	3:00p	SW
7	67.9	86.3	6:00p	54.7	2:00a	2.4	5.3	0.00	1.9	17.0	9:00a	SW
8	64.3	84.5	6:00p	53.0	5:30a	3.9	3.2	0.00	1.3	9.0	12:30a	NNE
9	59.8	72.3	2:00p	51.5	5:30a	6.1	0.9	0.00	1.2	10.0	12:30p	SSW
10	57.0	66.0	11:30a	52.0	8:00p	8.0	0.0	0.00	1.6	12.0	12:30p	SW
11	55.8	64.6	2:30p	51.1	3:00a	9.2	0.0	0.00	1.4	12.0	5:30p	SW
12	57.3	65.9	2:30p	52.1	3:30a	7.7	0.0	0.00	2.9	13.0	3:30p	SW
13	56.5	71.7	6:00p	47.9	12:00m	8.5	0.0	0.00	2.2	17.0	1:30p	SSW
14	56.6	66.8	2:00p	47.8	12:30a	8.4	0.0	0.00	1.7	11.0	1:30p	SW
15	55.1	61.8	1:30p	51.6	11:00p	9.9	0.0	0.00	1.5	10.0	6:00p	WSW
16	56.4	70.5	6:00p	50.7	2:00a	8.6	0.0	0.00	2.6	13.0	11:30a	SW
17	58.5	68.9	1:30p	49.9	12:00m	6.8	0.3	0.00	1.8	10.0	11:00a	SSW
18	58.4	79.6	6:00p	46.4	3:00a	7.0	0.4	0.00	1.9	12.0	1:30p	SSW
19	58.3	73.9	6:00p	52.2	10:30p	6.8	0.2	0.00	2.2	12.0	10:30a	SSW
20	58.1	65.2	4:00p	51.9	3:00a	6.9	0.0	0.00	2.6	15.0	10:00a	SW
21	58.1	80.9	6:00p	47.3	12:00m	7.2	0.3	0.01	2.1	15.0	3:30p	SW
22	56.0	79.3	6:00p	42.9	5:00a	9.5	0.5	0.00	1.5	11.0	12:00p	SSW
23	58.2	80.7	6:00p	46.1	5:30a	7.6	0.8	0.00	1.3	10.0	12:30p	SSW
24	58.1	77.1	6:00p	47.3	2:30a	7.4	0.5	0.00	1.3	9.0	12:30p	SW
25	58.5	71.7	1:00p	52.3	4:30a	7.0	0.5	0.00	1.0	9.0	11:30a	SSW
26	58.8	69.1	1:00p	53.4	1:30a	6.3	0.2	0.01	1.2	9.0	1:00p	SSW
27	59.5	68.8	11:00a	53.7	4:00a	5.8	0.2	0.04	1.8	11.0	1:30p	SSW
28	60.6	72.3	12:30p	53.7	4:30a	5.2	0.8	0.00	2.4	11.0	3:00p	S
29	59.9	70.6	2:30p	54.4	5:00a	5.6	0.5	0.00	2.0	12.0	1:00p	SSW
30	61.3	71.7	2:00p	55.2	5:00a	4.5	0.8	0.00	1.8	9.0	1:00p	SSW
31	60.3	71.9	2:00p	54.1	4:00a	5.3	0.6	0.00	1.5	8.0	1:00p	SSW

	58.6	86.3	7	42.9	22	217.8	19.2	0.41	1.9	19.0	4	SSW

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.15 ON 5/02/07

Days of Rain: 4 (>.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 May 2007

J. Chester, B. McGurk, M. Tsang, June 5, 2007

Current System Storage

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

Table 1							
Current Storage							
As of June 1, 2007							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	361,152		360,360		0		Full
Cherry ^{2/}	272,075		273,340		1,265		99.5%
Lake Eleanor ^{3/}	26,823		27,100		277		99.0%
Water Bank	413,065		570,000		156,935		72.5%
Tuolumne Storage	1,073,115		1,230,800		158,477		87.2%
Local Bay Area Storage							
Calaveras ^{4/}	35,162	11,458	96,824	31,550	61,662	20,092	36.3%
San Antonio	49,610	16,166	50,496	16,454	886	289	98.2%
Crystal Springs	41,423	13,498	58,377	19,022	16,954	5,524	71.0%
San Andreas	18,390	5,992	18,996	6,190	606	198	96.8%
Pilarcitos	2,256	735	3,100	1,010	844	275	72.8%
Total Local Storage	146,841	47,849	227,793	74,226	80,952	26,377	64.5%
Total System	1,219,956		1,458,593		239,429		83.6%

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

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

^{3/} Maximum Lake Eleanor storage with all stop-logs in.

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

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The May precipitation index is 0.87 inch, or 60.7% of the average index for the month.

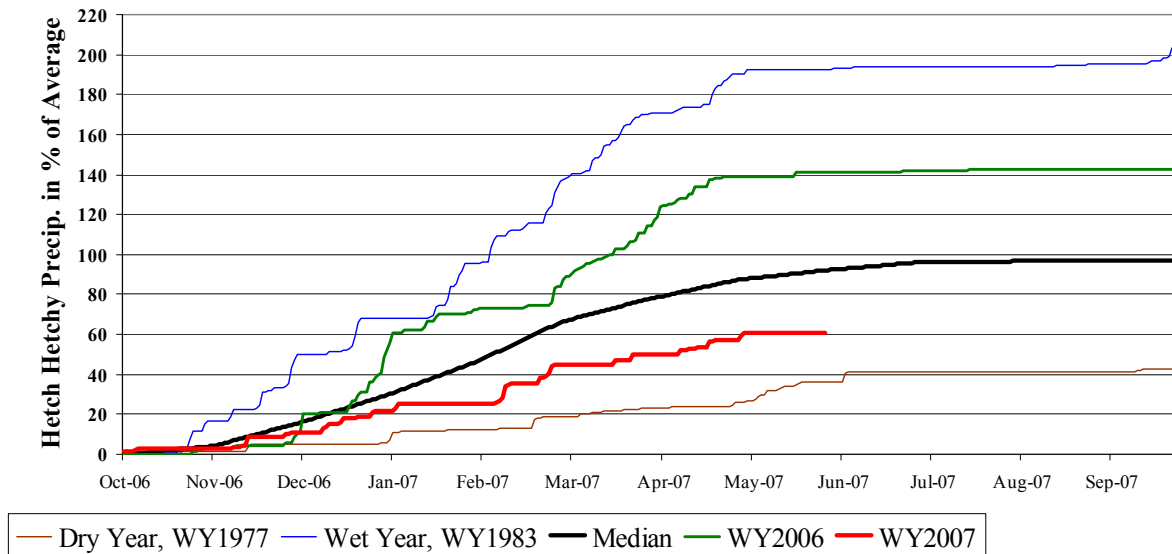
Cumulative Precipitation to Date: The accumulated precipitation index for water year 2007 is 22.8inches, which is 64.1% of the average annual water year total, or 67.7% of the season-to-date precipitation. The cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1.

Snow Water Content Index: The April 1, 2007 snowpack in and around the Hetch Hetchy watershed was about 45.9% of the long term April 1 average.

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

Figure 1: Water Year 2007 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month May. Wet, dry, median, and WY 2006 precipitation for the station at Hetch Hetchy are included for comparison purposes.

Precipitation at Hetch Hetchy: Water Year 2007



Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and Tuolumne River at La Grange as of May 31 is summarized below in Table 2. Water available to the City is also shown in Table 2.

	May 2007				October 1, 2006 through May 31, 2007			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	150,018	219,386	221,863	67.6%	218,676	655,931	652,405	33.5%
Inflow to Cherry Reservoir and Lake Eleanor	69,537	123,301	124,140	56.0%	225,526	328,099	332,777	67.8%
Tuolumne River at La Grange	249,082	454,088	451,040	55.2%	749,964	1,242,817	1,335,765	56.1%
Water Available to the City	36,171	202,803	214,418	16.9%	100,531	463,292	541,293	18.6%

⁶ Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

With the poor snow pack received on the watersheds during this past winter and the warm spring, snowmelt runoff peaked in mid-May and decreased significantly by late May. Cherry and Eleanor Reservoirs filled in mid-May and Hetch Hetchy filled during the last week of May.

Powerdrafts from Hetch Hetchy and Cherry Reservoir were increased to balance the inflows and minimize the spills. A one-day pulse flow of 3,000 cfs was released from Hetch Hetchy on May 21 as part of a study of the montane meadow environment below Hetch Hetchy that is being conducted by Yosemite National Park. This water was recaptured at the City's Water Bank in New Don Pedro. This year, the City's Water Bank will not reach capacity because the lower than normal runoff did not result in much of the seasonal volume meeting the entitlement criteria.

In May, 12,498 acre-feet of water were pumped from Lake Eleanor to Cherry Reservoir. Most of the 10 pumps ran all month, and except for minor spills for a few days, only the minimum streamflow was released from Lake Eleanor and Lake Lloyd.

SJPL Diversion

The average rate of the San Joaquin Pipeline diversion during May was 255 mgd.

Local System

The average rate at the Sunol Valley Water Treatment Plant for May was 20 mgd. The average rate at Harry Tracy Water Treatment Plant for the month of May was 33 mgd. May water demands averaged 249 mgd. Water demand on June 1, 2007 was approximately 261 mgd. May precipitation was below normal in the Local Area (Table 3).

Table 3 - Precipitation Totals for May at Three Local Reservoirs

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Year To Date ⁷ (inches)	Percentage of Normal for the Year to Date ⁷
Pilarcitos	0.86	59%	28.11	68 %
Crystal Springs	0.46	59 %	17.25	66 %
Calaveras	0.27	36 %	14.80	69 %

⁷ Since 7-1-2006

Snowmelt and Water Supply

Significant melting of the snowpack occurred during mid- and late May and produced flows greater than the 4,066 cfs criterion, which resulted in increased City entitlements. Because of this rapid melt, the City got an additional 36,171 acre-feet of entitlement during May, an unexpected bonus in a very dry year. The WY 2007 entitlement balance as of May 31 was 100,531 acre-feet, or about 18.6% of the normal amount for May 31. Further entitlement increases are unlikely because runoff is decreasing rapidly.

The HHWP forecast indicates that the median amount of runoff that may occur this year is about 44% of the long-term median (Figure 3). This is a reduction from the 50% of the long-term median that was forecast on May 1. The reduction is due to the fact that the May precipitation index was below normal. The 2007 median forecast of April-to-July runoff is about 475 TAF, compared to the long-term median runoff for the April-to-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 473 TAF and 500 TAF.

Figure 2: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1, 2006 through May 31, 2007 is 100,528 acre-feet.

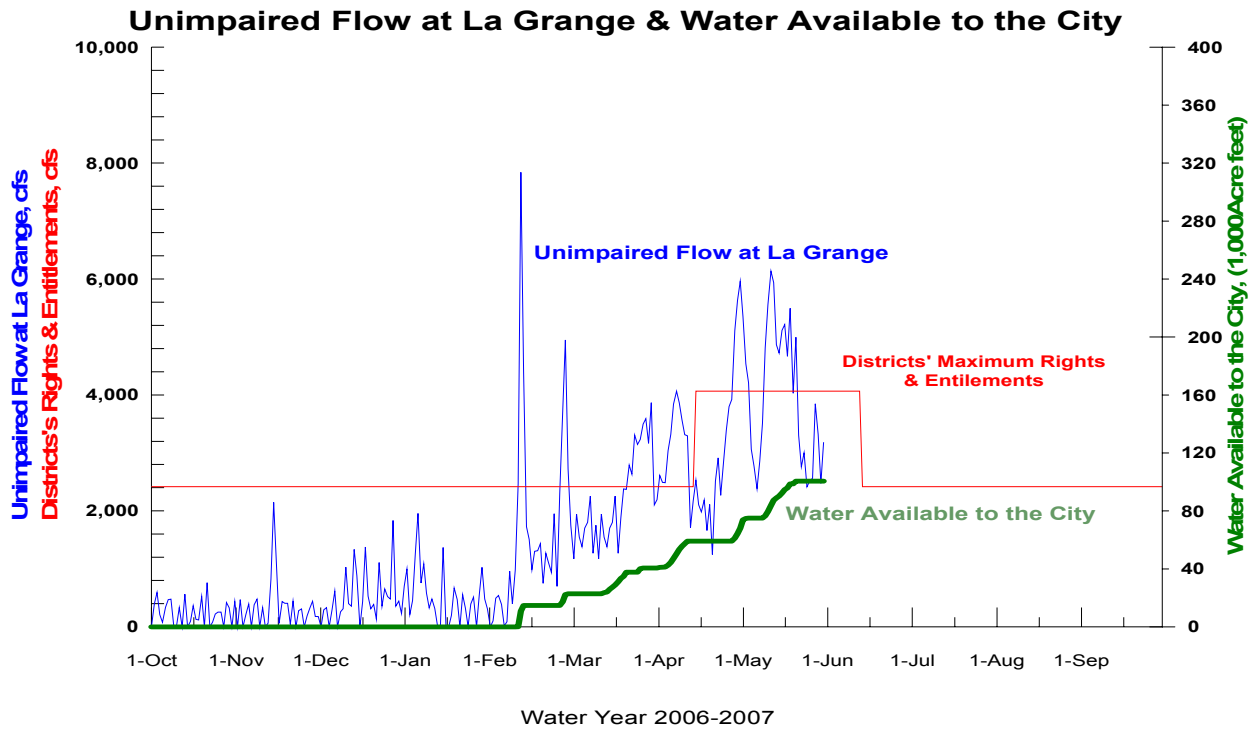
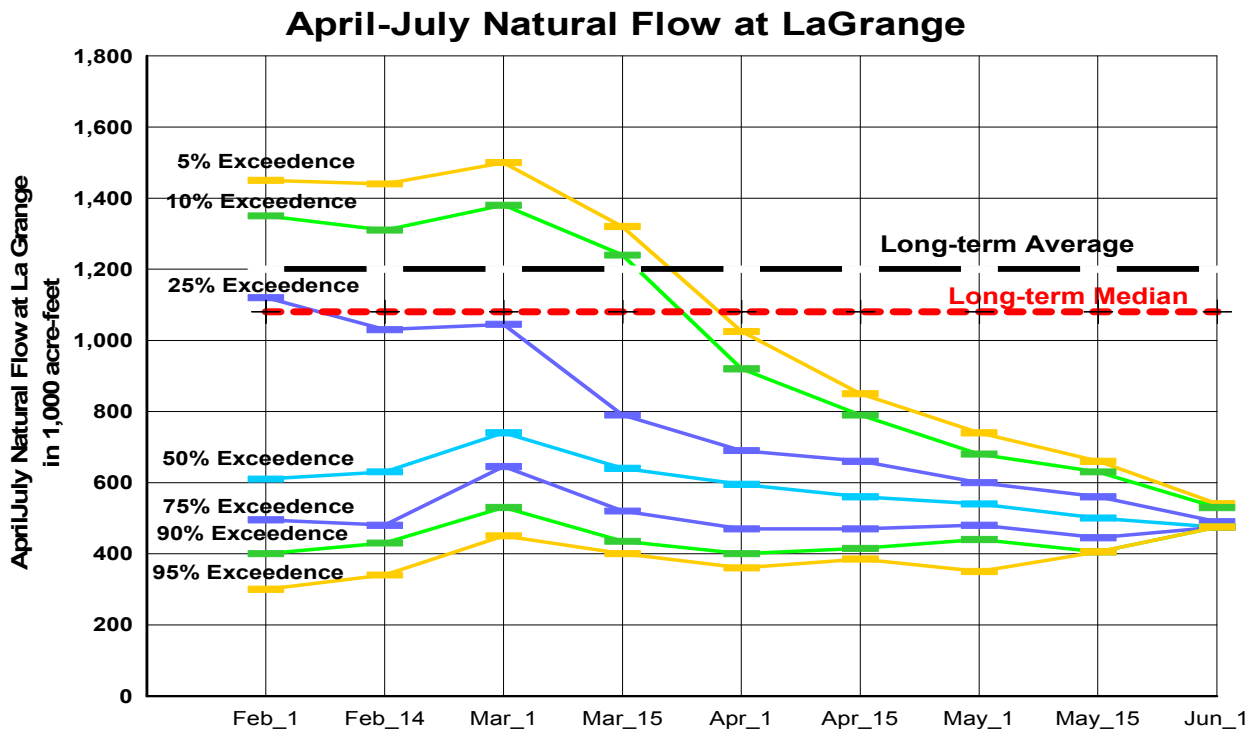


Figure 3: Tuolumne River at La Grange water supply forecast



cc	HHWP Records	DeGraca, Andrew	Kehoe, Paula	Sandkulla, Nicole
	Bauer, Leo	Fong, Mike	Larramendy, Don	Sanguinetti, Dave
	Cameron, David	Gass, Matt	Levin, Ellen	Tsang, Michael
	Carlin, Michael	Hale, Barbara	McGurk, Bruce	
	Chester, John	Hannaford, Margaret	Rickson, Norman	
	Davis, Cheryl	Jensen, Art	Samii, Camron	

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: June 12, 2007

Report Date: June 6, 2007

Subject: Engineering Projects Received for Review During May, 2007

Recommendation:

None. The agenda item is informational.

Background:

The Board of Directors has requested a monthly report from the District Engineer on proposed new developments which have been forwarded to him for engineering review.

Projects Received:

There were no projects received for review.

Fiscal Impact:

None. All costs of engineering review are paid by the project applicant.

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE FINANCE ADVISORY COMMITTEE

Friday, May 18, 2007 - 8:30 A.M.

AGENDA

The Coastside County Water District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet 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 at least five days in advance and we will make every reasonable attempt to provide such an accommodation.

- 1) Oral Communications**
- 2) Discussion, possible direction to staff and/or recommendation(s) to the Board regarding the Notice of Rate Increase.**
- 3) Adjournment**

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE FINANCE ADVISORY COMMITTEE

Tuesday, June 5, 2007 - 8:30 A.M.

AGENDA

The Coastside County Water District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet 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 at least five days in advance and we will make every reasonable attempt to provide such an accommodation.

- 1) Oral Communications**
- 2) Discussion, possible direction to staff and/or recommendation(s) to the Board regarding the Notice of Rate Increase.**
- 3) Adjournment**

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: June 12, 2007

Subject: Water Conservation/Water Resources Report

This report is provided as an update on water conservation, outreach, and water resource activities to the Board of Directors. No action is required by the Board of Directors.



◇ In April we started distributing garden hose nozzles with a positive shut off feature. The water waste ordinance requires that devices like these be used on garden hoses when washing vehicles and equipment. In addition to the positive shut off feature, they have different spray patterns that use less water than an open hose.

◇ There was a full page color advertisement in the May 3rd edition of the Half Moon Bay Review Magazine for the Smart Rebates Program, as part of Water Awareness Month.

◇ The Smart Rebates Program advertisement. CCWD was given 1200 copies of a two sided advertisement that could be used as a bill stuffer. Since there is a limited number, they will be used as a brochure to be handed out to interested customers.

◇ I attended the annual meeting with SFPUC at Coastside County Water District. We requested clarification on 10% reduction request from SFPUC. There was no new information available to share with us regarding base line to be used for 10% reduction.

◇ I met with Operations staff on May 10, 2007 to discuss Emergency Response Plan and the Urban Water Management Plan.

- ◇ I submitted the corrections/additions (5/14/07) to the Department of Water Resources regarding our 2005 UWMP. They acknowledged receipt of information and it is under review.
- ◇ I attended a BAWSCA Water Resources Committee Meeting on 5/15/07. The main discussion was on outreach for water conservation activities. The emphasis was on the coordination between SFPUC, EBMUD, SCVWD and BAWSCA on a regional outreach campaign. Each agency reported on their individual efforts and materials. There was a discussion that referenced using the water year 2004 (October 2003-September 2004) as a baseline for water consumption, when comparing usage for the 10% reduction request by the SFPUC.
- ◇ I participated in the Flower Market on May 19th, as part of Water Awareness Month. Water conservation materials and information on the water shortage advisory were distributed.
- ◇ I assisted the Superintendent prepare the CCR (Water Quality Report) for 2006.
- ◇ I attended an Operations staff meeting on June 5th to discuss the water waste ordinance.
- ◇ I attended the June 7th BAWSCA TAC meeting. The agenda items to be covered were the Water Supply Outlook, Committee Reports, General Manager's Report, Cryptosporidium Action Plan, Seismic upgrades.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: June 12, 2007

Subject: Water Shortage and Drought Contingency Plan

Recommendation

Staff recommends that the Board of Directors approve the implementation of the Water Shortage and Drought Contingency Plan. The request for a 10% reduction from the SFPUC and current hydrological conditions are consistent with the Advisory Stage (Stage 1) of the Water Shortage and Drought Contingency Plan.

Background

This staff report is the third staff report this year regarding the Water Shortage and Drought Contingency Plan. The April staff report was a review of the Water Shortage and Drought Contingency Plan and the May staff report described the existing hydrological conditions and how they relate to implementing the Advisory Stage (Stage 1) of the Water Shortage and Drought Contingency Plan.

Approval from the Board of Directors will allow staff to start implementing the actions outlined in the Water Shortage and Drought Contingency Plan.

Fiscal Impacts

There will be financial impacts from implementing the Water Shortage and Drought Contingency Plan. There is the potential for spending to increase and for revenue to decrease. The financial impacts (forecast) have not been quantified.

There will be more outreach and public information materials produced and distributed. More public awareness usually results in more rebate activity for appliances and fixtures. Staff may need to work additional hours to meet the requirements outlined in the plan. Operationally, there may be cost increases if the district is required to rely more heavily on Crystal Springs Reservoir. The decrease in revenue will be the result of the decrease in consumption.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: June 12, 2007

Subject: Water Supply Evaluation Report 2006

Recommendation

Staff recommends accepting the Water Supply Evaluation Report for calendar year 2006.

Background

The Water Supply Evaluation (WSE) Report is prepared annually by District staff. The WSE contains information on the District's water sources (supply), storage, treatment, consumption, and transmission (distribution) system. The format and content are consistent with WSE reports from previous years.

Peak demand data was not included in this year's report. Due to data collection (equipment) reliability, peak demand data was compromised. Procedures for collecting and reviewing peak demand data is being evaluated to provide peak demand data for this calendar (2007) year.

Fiscal Impacts

There are no fiscal impacts.

Coastside County Water District

Water Supply Evaluation Report

Calendar Year 2006



**Completed
May 2007**

Board of Directors:

James Larimer, President
Everett Ascher, Vice President
Ken Coverdell
Bob Feldman
Chris Mickelsen

District Staff:

Ed Schmidt, General Manager
Joe Guistino, Superintendent of Operations
James Teter, District Engineer

Table of Contents

I	Introduction	1
II	System Supply, Production and Transmission Capabilities.....	1
	Water Supply Sources	1
	Water Production	3
	Capability of Supply Sources to Meet Annual Demand	4
	Transmission System Capability to Meet Peak Daily Demand	6
III	System Demands	8
	Annual Demand	8
	Unmetered Water	10
	Peak Daily Demand	12
IV	Analysis of System Capabilities vs Demands	12
	Annual Demand	12
	Capitol Improvement Projects	13
V	Summary	13

Table of Tables

Table 1	Benchmarking Survey for Storage Capacity	5
Table 2	Estimated Annual Production Capability (MG)	6
Table 3	Transmission Capability During Peak Demand Periods (gpm)	7

Table of Figures

Figure 1	2006 Production of Water Supply Sources	3
Figure 2	2006 Water Sales by Category	9
Figure 3	Number of New Water Connections Installed (1996-2006)	9
Figure 4	Annual Sales vs. Production (2001-2006)	10

Appendices

Appendix A	Table 4: Monthly Production of Water Supply Sources
Appendix B	Table 5: Annual Water Sales and Percentage of Annual Total by User Categories
Appendix C	Table 6: Comparison of Water Production and Sales
Appendix D	Table 7: Number of Active Water Service Connections
Appendix E	Table 8: Annual Comparison of Average Daily Residential Water Use
Appendix F	Table 9: Peak Day Demand Periods
Appendix G	Map of Primary Water System Facilities

I. Introduction

The Coastside County Water District's (District) Water Supply Evaluation Report is prepared annually following compilation of the water production and sales data for the prior calendar year. This year's report contains water production data for the period 1972-2006 and water sales data for 1975-2006. The report also discusses the capability of the water supply and transmission system to meet current demand.

II. System Supply, Production and Transmission Capabilities

Water Supply Sources

The District currently has multiple water supply sources. There are two sources owned and operated by the San Francisco Public Utilities Commission (SFPUC) and there are three sources owned and operated by the District.

(A) SFPUC

The District purchases water under an agreement (Master Contract) executed in 1984 from two sources owned and operated by SFPUC (1) Pilarcitos Lake and (2) Upper Crystal Springs Reservoir. While terms of this agreement are complex, for the purpose of this report it may be stated that the District is currently entitled to purchase a maximum of approximately 800 MG (million gallons) annually, except in drought years when mandatory water rationing is in effect. The Master Contract between the District and the SFPUC expires in 2009 at which time a new contract will be negotiated and implemented. The transmission pipelines from each of the two sources from SFPUC interconnect in upper Pilarcitos Canyon. Water can be purchased from only one of these sources at any one point in time because of the system hydraulics, including a check valve in the pipeline from Pilarcitos Lake.

(1) Pilarcitos Lake

Water from the Pilarcitos Lake source is normally only available during the winter and spring months because the SFPUC seeks to keep the lake relatively full for use during emergencies. In addition, the District's transmission pipeline from Pilarcitos Lake has a limited capacity of 1,889 gpm (gallons per minute). This limited flow rate is caused by the restriction of the 2,200

linear feet of 50-year-old 12-inch diameter steel pipeline between the SFPUC service connection and northerly end of the 18-inch diameter Pilarcitos Canyon pipeline. The District estimates the safe yield of Pilarcitos Lake to be 520 MG per year. The Pilarcitos Lake supply source is important to the District because it flows by gravity (no pumping required) from the SFPUC service connection to the District's Nunes Water Treatment Plant (WTP). The benefits of the gravity flow of water from Pilarcitos Lake to the treatment plant are low operating costs and high dependability.

(2) Crystal Springs Reservoir

The District pumps water from Upper Crystal Springs Reservoir through an 18-inch diameter transmission pipeline to the Nunes WTP. Water from the Crystal Springs source is available throughout the year on an as-needed basis. The Crystal Springs project was designed for an ultimate capacity of 12.0 MGD. The present capacity to provide water to Half Moon Bay is 4.5 MGD and is limited by the operation constraints of the Nunes WTP. Expansion of the project capacity would require the approval of the SFPUC and the Coastal Commission. The Crystal Springs supply source is important to the District because Crystal Springs Reservoir is inter-tied with SFPUC's main supply source, the Hetch Hetchy system. The Crystal Springs supply is more expensive than the other supply sources because of pumping (electrical power) costs.

(B) Pilarcitos Well Field

The Pilarcitos Well Field is located in Pilarcitos Canyon between Pilarcitos Lake and Highway 92 and it is owned and operated by the District. Operation of this well field is limited by a State-issued water rights license to the period November 1 through March 31 of each year. Also, the license limits the maximum pumping rate to 673 gpm and annual production to 117 MG. Because the production of these wells is dependent upon infiltration from the Pilarcitos Creek stream flow, their yield is extremely low during drought years.

(C) Denniston Project

The Denniston Project is located in the vicinity of the Half Moon Bay Airport. The Denniston Project has two water supply sources: Denniston Wells and Denniston Surface Water (stream diversion). The District owns and operates these water production facilities.

(1) Denniston Surface Water

Water may be diverted from both Denniston and San Vicente Creeks under a water rights permit issued by the State, but currently there are no facilities for the diversion of water from San Vicente Creek. The water production available from these surface water sources during the summer months is limited by the amount of flow in the creeks and the amount of diversion allowed under the water rights permit, which is sometimes greater than the amount of flow in the creeks during the summer months. During drought years the production from these creeks is extremely low because of the small watershed area.

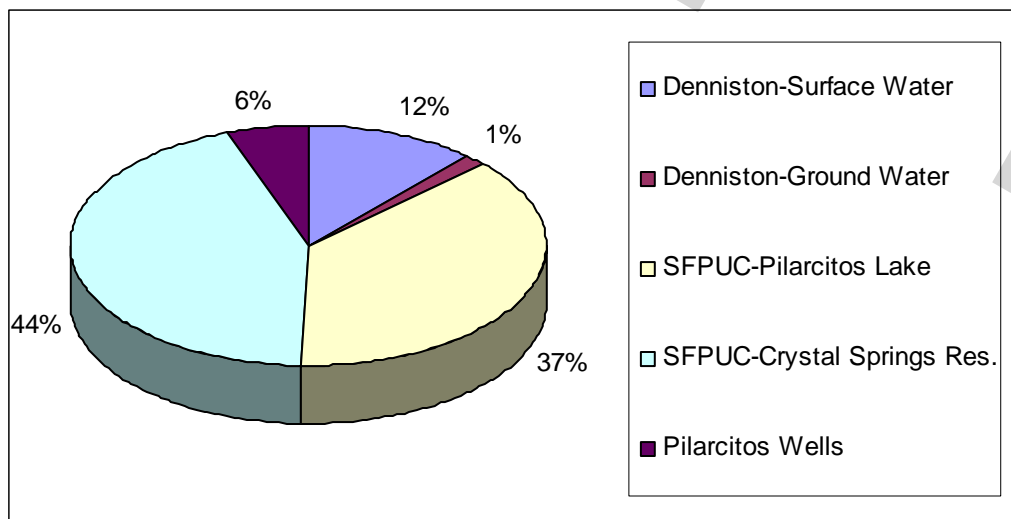
(2) Denniston Wells

The production from the Denniston area wells is not under the control of a water rights permit, but a Coastal Development Permit limits annual total production of the well field to 130 MG. The production from the Denniston well field decreases substantially during drought periods due to lowering of the water table in the Denniston groundwater basin.

Water Production

In 2006, the District produced a gross total of 880.85 million gallons of water from the three supply sources. Figure 1 illustrates the percentage of water production from the three supply sources. Water purchased from the SFPUC constituted 81% of the District's 2006 annual water production while local water sources composed of 19%.

Figure 1: 2006 Production of Water Supply Sources



Capability of Supply Sources to Meet Annual Demands

The quantity of water available from each of the District's supply sources is in some degree dependent upon precipitation for local sources and snowfall for imported sources. Therefore, the amount of water available from the different sources varies annually. Despite the fact that severe droughts occur infrequently, the District must limit the number of service connections in its system to meet basic water requirements of its customers during drought years. The amount of water that a supply source can reasonably be expected to produce during severe droughts such as those which occurred during 1976-77 and 1989-91 is defined as its "drought yield" (also referred to as safe yield); the amount that this source can be expected to produce following several years of average precipitation is defined as its "normal yield."

In times of drought, the District has proven it can reduce water demand by approximately 25-30% by voluntary measures as implemented in the past by SFPUC and the District in 1977, 1978, 1988, 1990, 1991, and 1992. There is concern that "demand hardening" due to more water efficient appliances and fixtures may impact the ability of customers to duplicate the large percentage reductions in drought years, since their current usage is more efficient.

Fire safety is dependent upon having adequate water in the storage tanks, in either a drought yield or a normal yield. Under drought conditions, the drought yield supply is ample enough to meet fire safety regulations since voluntary and/or mandatory water rationing measures would be instituted to reduce overall customer demand. By reducing customer demand, the District can store more water in the storage tanks in the event that fire flow is needed.

The District has approximately 8,150,000 gallons of storage available for a population of 17,372 residents. This currently equates to 466 gallons per capita of storage. Each person is estimated to use roughly 75 gallons per day. Of the 29 regional water agencies benchmarked, the District ranks 9 out of the 29, which puts the District in the top 30% of storage available per customer. See Table 1 for the District's storage capacity and ranking among other regional water districts. Water supply planning manuals ("Water Supply Planning" by David Prasifka) recommend enough storage capacity to meet peak flow demand.

Table 1: Benchmarking Survey for Treated Storage Capacity

	Name of Agency	Storage in Million Gallons	Population	Gallons Storage per Capita
1	Guadalupe Valley Muni Improvement Dist.	2.7	438	6,164
2	Purissima Hills Water District	9.9	6,000	1,647
3	City of Brisbane	2.7	3,159	855
4	Town of Hillsborough	8.3	10,965	753
5	North Coast Water District	23.8	40,000	595
6	Estero	20.0	34,385	582
7	Westborough Water District	6.5	12,000	542
8	City of Menlo Park	5.5	10,213	539
9	Coastside County Water District	8.1	17,372	466
10	Mid-Peninsula (Belmont)	12.0	26,050	461
11	San Jose Municipal System-North	6.0	15,256	393
12	Stanford University	8.0	27,715	289
13	Skyline County Water District	0.5	1,812	270
14	Alameda County Water District	85.8	324,800	264
15	City of Redwood City	21.2	83,492	254
16	City of Santa Clara	27.3	108,700	251
17	City of Milpitas	16.3	64,998	251
18	City of Daly City	23.1	104,661	221
19	City of Sunnyvale	27.5	133,544	206
20	City of San Bruno	8.0	40,165	199
21	City of Hayward	28.1	146,398	192
22	Calwater Bear Gulch	10.0	55,820	179
23	City of Palo Alto	10.5	62,148	169
24	Calwater Mid-Peninsula	20.4	123,890	165
25	Calwater So. San Francisco	8.1	56,900	142
26	City of Millbrae	2.6	20,718	125
27	City of Mountain View	9.0	72,033	125
28	City of Burlingame	2.9	28,000	105
29	East Palo Alto Water District	0.0	25,696	0

BAWSCA Annual Survey Data March 2007

The estimated drought yield and normal yield annual production for each of the District's supply sources is shown below in Table 2.

Table 2: Estimated Annual Production Capability in MG

Supply Source	Drought Yield (Safe Yield)	Normal Yield
SFPUC (Crystal Springs Res. and Pilarcitos Lake)	¹ 600	² 800
Pilarcitos Well Field	³ 16	⁴ 53
Denniston Surface Water	⁵ 101	⁶ 204
Denniston Groundwater	⁷ 43	⁸ 55
Annual Total	760	1112

¹ Based on the SFPUC Agreement less 25% mandatory rationing which has been imposed by SFPUC during recent droughts.

² Based on SFPUC Agreement amount.

³ Based on historical year of lowest production, 1977.

⁴ Average production since 1983.

⁵ Based on historical lowest year of production, 1977.

⁶ Average production since 1992, when the maximum capacity of the Denniston WTP was decreased to 700 gpm for compliance with the Surface Water Treatment Rule.

⁷ Based on well production capability at end of 1991. Well production was low this year because it was during a drought period when flow in the creek was minimal.

⁸ Based on well production during 1995 during which production was maximized.

Transmission System Capability to Meet Peak Daily Demands

The capability of the District's existing water supply and transmission system to meet the demands placed upon it by existing and potential new service connections must be evaluated in regards to two parameters: (1) annual demands and (2) peak daily demands. The system must have both an adequate water supply to meet peak annual demands and sufficient pipeline transmission capacity to meet peak daily demands.

The supply system's transmission pipelines must have sufficient capacity to meet peak daily demands, which occur during periods of hot weather. The District's two primary supply system transmission pipelines are those which convey water from the two primary supply sources available during the summer months, Crystal Springs Reservoir (or Pilarcitos Lake) and the

Denniston Project. The system's capability to meet these peak daily demands is shown in Table 3.

Table 3: Transmission Capability at Peak Demand Periods (gpm)

Water Supply Sources	Drought Conditions	Average Precipitation
SFPUC (Crystal Springs Res. & Pilarcitos Lake)	⁹ 3,125	¹⁰ 3,125
Pilarcitos Well Field	¹¹ 0	¹² 0
Denniston Surface Water	¹³ 180	¹⁴ 464
Denniston Well Field	¹⁵ 78	¹⁶ 110
Total Peak Flow	3,383	3,699

⁹ Based on 4.5 MGD rated capacity of the Nunes WTP. The Crystal Springs Pump Station rated capacity is 3,847 gpm. The peak capacity of the transmission pipeline from Pilarcitos Lake is 1,889 gpm.

¹⁰ Same as footnote 9.

¹¹ Well field cannot be operated during peak demand months.

¹² Same as footnote 11.

¹³ Based on minimum stream flow during 1976-77 drought.

¹⁴ Average productions since 1992 for months when peak demands occur (June, July, August, September).

¹⁵ Based on peak well production capability at end of 1991.

¹⁶ Average productions during 1995 for months when peak demands occur (June, July, August, September).

The above information assumes that peak daily demands will occur during summer or fall months. Denniston surface water is normally available in greater quantity to meet peak demands during spring months. Also, footnote 9 contains important information regarding system capacity during peak demand periods, which should be briefly discussed. As stated in footnote 9, the transmission capacity from SFPUC source is shown as 3,125 gpm based on the 4.5 MGD rated capacity of the Nunes WTP. This rated capacity of the treatment plant is based on water quality requirements for the treated water, not on hydraulic capacity. During periods of low untreated water turbidity, which is the normal condition for Crystal Springs water during summer and fall months, the Nunes WTP can be operated satisfactorily at the full 3,848 gpm rated capacity of the Crystal Springs Pump Station. Using this 3,848 gpm amount in the

table shown above instead of the 3,125 gpm amount, the resulting total peak flow capabilities are 4,106 gpm during drought conditions and 4,417 gpm during average precipitation conditions.

III. System Demands

System demands are monitored by two methods: (1) water sales as recorded on the customer's individual water meters, and (2) water production as recorded on the District's master water meters at each of its supply sources. More water must be produced than is sold due to losses within the distribution system and treatment plant uses.

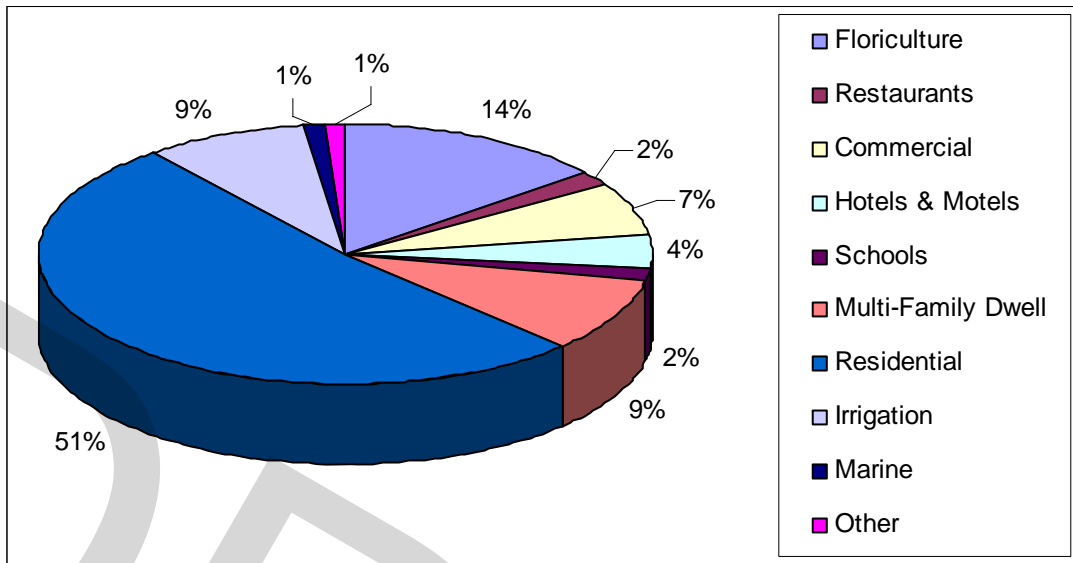
Annual Demand

The District began monitoring water sales to its major customers in 1972, prior to construction of the Denniston Project, as it was apparent that system demands were reaching the capacity of the Pilarcitos Lake source. In 1979, following publication of the draft public works section of the San Mateo County Local Coastal Program (LCP), it became evident that a much more sophisticated monitoring program would be required in order for the District to have the data necessary to support permit applications for expansion, maintenance, and upgrades of its water supply, storage, and transmission facilities.

Beginning with the 1979 Water Supply Evaluation study, the District initiated a much more thorough annual analysis of its water sales and production. These analyses use 1975 as the base year since that was the last year of normal water usage prior to the 1976-77 drought (1979 was the first full year subsequent to the drought that no form of water rationing was in effect). The water usage data has also been compiled by the user categories found in the LCP's. A summary of water production from each of the three supply sources since 1972 is shown in Table 4 of the Appendix.

In accordance with the LCP, the District breaks down its user categories into eleven different sectors. In 2006, 51% of the District's water sales were sold to the residential sector. The second major water user is the floriculture sector, totaling 14% of sales. Water sales by categories from 1975 are shown in Table 5 of the Appendix. Figure 2 illustrates the breakdown of water sales by category for 2006.

Figure 2: 2006 Water Sales by Category



Water sales have generally increased annually due to the number of new water service connections that are installed and activated each year. Active service connections are defined as those for which the water meter has been installed and the District is billing the customers. Table 7 of the Appendix shows the number of new service connections installed each year from 1970 to 2006. Figure 3 illustrates the number of new water service connections installed on the District's water system for the past eleven years. In 2006, there were 27 new water meters installed and activated by customers. This figure does not include upgrades to existing services.

Figure 3: Number of New Water Connections Installed (1996-2006)

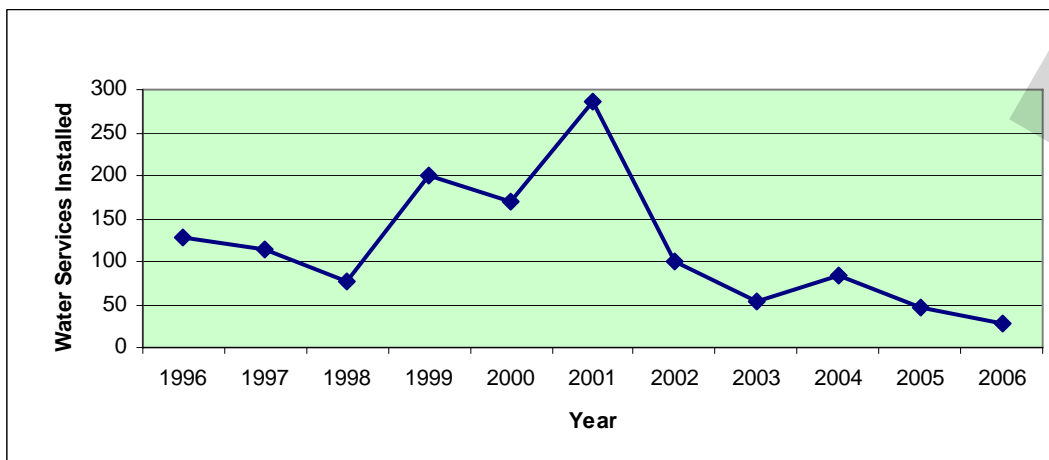
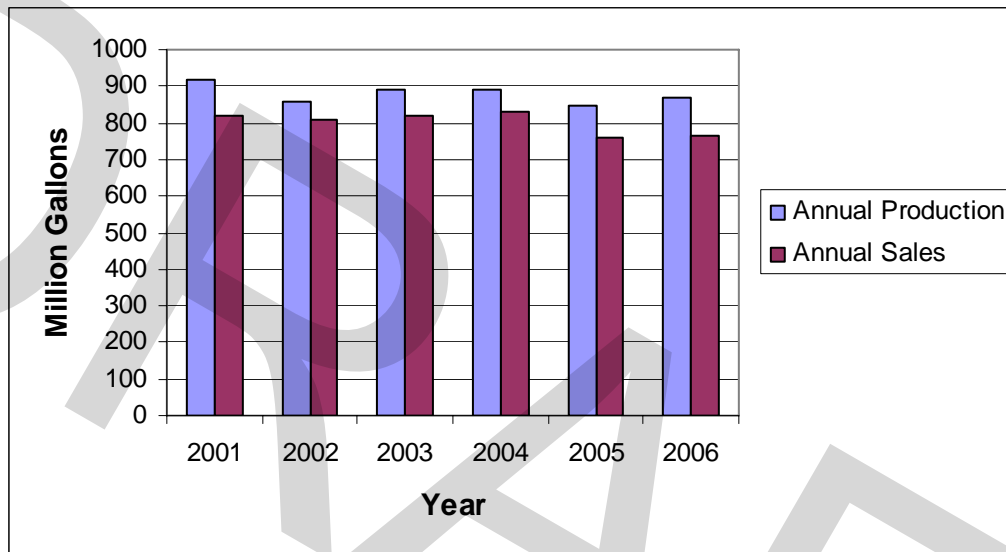


Figure 4 illustrates the annual production versus the annual sales from the last six years (2001-2006). Table 6 of the Appendix presents a comparison of water sales and production, since 1975. More water must be produced than sold because of water lost within the distribution system between the supply sources and the customers' water meters. This "lost" water is termed unmetered water.

Figure 4: Annual Sales vs. Production (2001-2006)



Unmetered Water

Based on the American Water Works Association (AWWA), the generally accepted industry standard for unaccounted for (unmetered) water is from 7%-15%. The District's goal is to keep unaccounted for water losses as minimal as possible. During 2006, the amount of unaccounted for water was 11% of the amount of water produced and delivered to the distribution system.

According to the Memorandum of Understanding with the California Urban Water Conservation Council (CUWCC), unaccounted water loss should be no more than 10% of total water into the water supplier's system. Unauthorized losses include pipeline leaks, unauthorized connections, water meter inaccuracy, accounting procedure errors, and tank overflows (distribution system malfunctions). The District has an on-going program to reduce

the amount of unaccounted for water losses through pipeline leakage and water meter inaccuracy. Water loss cannot be totally eliminated because there is no way to eliminate leaking pipes and system malfunctions.

The difference between the water produced and delivered to the distribution system (859.33 MG) and water sold (765.2 MG) equals 94.13 MG. This amount of 94.13 MG is un-metered water use that is both authorized and unauthorized water use. Typically, un-metered water use that is characterized as authorized is from fire hydrants and includes; fire training, fire suppression, sewer flushing, and main flushing. Unauthorized (un-metered) water use could be from theft, accounting errors, and leaks.

(A) Pipeline Leakage

While there are no known pipelines that are currently losing a significant amount of water from leakage, there are numerous identified areas with old pipelines that often develop minor leaks resulting in losses of water. Implementation of pipeline replacement projects is dependent upon funding as part of the annual Capital Improvement Program. While all observed (visible) pipeline leaks are repaired by the District field staff, water from undetected (nonvisible) leaks percolates downward into the soil and is lost.

(B) Water Meter Inaccuracy

Authorized metered use is a term used to describe the metered deliveries of water to customers. The term "meter inaccuracy" describes water that flows through a water meter but is undetected. As meters age and get worn out, they will under register water consumption. Meters will start to register a flow lower than the actual, causing undetected water to flow through the meter. Water auditing methodology (AWWA M36) allows for a correction to be made in consumption figures for each meter type and size, if meter testing is in place. Correcting the actual consumption figures can give the district a more accurate accounting of actual leakage or water loss in the distribution system. The District tries to replace old meters every year with new ones to reduce the amount of water lost and unread within the system. The meter replacement program, as currently budgeted, tries to maintain the maximum meter age at 15 years, a duration that is considered acceptable from an accuracy standpoint for

residential size meters. Larger commercial meters for customers with high demand should be replaced and tested more frequently such as every 5 years.

Peak Daily Demands

In addition to meeting annual water supply requirements, the system must have sufficient transmission pipeline capacity between the supply sources and the distribution system to convey the volume of water required to meet the peak day demands which occur during periods of hot weather. The annual episodes of significant peak demand that have occurred since 1980 are tabulated in Table 9.

The data collected for peak daily demands may not be accurate for calendar year 2006. Therefore, these data are not included in this report. The district is in the process of utilizing a hydraulic model for the system and upgrading the data logger to a SCADA /Telemetry system.

IV. Analysis of System Capabilities vs. Demands

As noted previously in this report, the adequacy of the water system to meet the requirements of its customers must be evaluated with regard to both current annual demands and peak demands.

Annual Demand

It is important to understand that gross production demand does not reflect the amount of water taken from the aquifers (water sources). Approximately 12.81 MG from the Denniston Treatment Plant was recycled back into the aquifer (water source).

The total current supply capability of the District's water supply sources to meet annual demands has previously been stated in Section II to be 760 MG on a drought yield basis and 1,120 MG on a normal yield (average precipitation) basis. The production requirement for year 2006 was 880.85 MG. The available water supply during non-drought years is above the District's current requirements.

However, during drought years the current demand of 880.85 MG exceeds the estimated drought yield supply of 760 MG by 120 MG, which would require a cutback of approximately 14%. During the most recent drought (1989-1992), San Francisco Public Utilities Commission mandated a 20-25% reduction of water use by each of its suburban customers, and therefore the current drought yield supply is sufficient for drought years with similar SFPUC mandated water rationing. Should another water reduction occur which is not mandated by the SFPUC, the District can refer to its Water Shortage Contingency Plan (June 2005).

Capitol Improvement Projects

In 2006, the District completed the Avenue Balboa Project, the Nunes Treatment Plant Influent Flow Meter Project, the Nunes Influent Valve Project, The Denniston Backwash Return Project and the Carter Hill West Project.

In progress are the Nunes Backwash Flow Meter Project, the Nunes Filter Media Replacement Project, SCADA/Telemetry Upgrades, Office Equipment Upgrades, and the Nunes Filter Backwash Valves. Phase III of the El Granada pipeline replacement project is in progress and schedule to be complete in spring of 2008.

V. Summary

The water system continues to operate reliably with no water outages and no low water storage tank levels. In 2006, the District produced a gross total 880.85 million gallons of water and sold 765.2 million gallons to its customers.

DRAFT

**Table 4: Monthly Production of Water Supply Sources in MG
1972**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	0.0	0.0	6.2	13.0	19.2
February	0.0	0.0	12.0	17.6	29.6
March	0.0	0.0	9.3	6.3	15.6
April	0.0	0.0	22.9	0.0	22.9
May	0.0	0.0	35.1	0.0	35.1
June	0.0	0.0	39.3	0.0	39.3
July	0.0	0.0	47.0	0.0	47.0
August	0.0	0.0	45.4	0.0	45.4
September	0.0	0.0	45.9	0.0	45.9
October	0.0	0.0	48.6	0.0	48.6
November	0.0	0.0	18.3	24.2	42.5
December	0.0	0.0	4.7	27.4	32.1
Total	0.0	0.0	334.7	88.5	423.2
Total %	0.0%	0.0%	79.1%	20.9%	100.0%

**Table 4: Monthly Production of Water Supply Sources in MG
1973**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	0.0	0.0	0.0	19.3	19.3
February	0.0	0.0	0.0	23.3	23.3
March	0.0	0.0	0.0	30.1	30.1
April	0.0	0.0	0.9	21.8	22.7
May	0.0	0.0	19.1	4.1	23.2
June	0.0	0.0	49.7	0.0	49.7
July	0.0	0.0	59.0	0.0	59.0
August	0.0	0.0	61.1	0.0	61.1
September	0.0	0.0	60.6	0.0	60.6
October	0.0	0.0	36.7	0.0	36.7
November	4.3	0.0	22.7	17.9	44.9
December	4.4	0.0	0.0	20.4	24.8
Total	8.7	0.0	309.8	136.9	455.4
Total %	1.9%	0.0%	68.0%	30.1%	100.0%

**Table 4: Monthly Production of Water Supply Sources in MG
1974**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	9.9	0.0	0.4	23.0	33.3
February	12.2	0.0	0.2	12.2	24.6
March	12.5	0.0	0.0	21.8	34.3
April	16.5	0.0	1.0	11.4	28.9
May	34.4	0.0	3.6	0.0	38.0
June	33.7	0.0	13.0	0.0	46.7
July	32.8	0.0	14.7	0.0	47.5
August	27.0	0.0	14.6	0.0	41.6
September	23.4	0.0	18.8	0.0	42.2
October	22.9	0.0	18.4	0.0	41.3
November	19.6	0.0	11.8	5.8	37.2
December	19.6	0.0	2.1	7.0	28.7
Total	264.5	0.0	98.6	81.2	444.3
Total %	59.5%	0.0%	22.2%	18.3%	100.0%

**Table 4: Monthly Production of Water Supply Sources in MG
1975**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	24.6	0.0	0.2	12.1	36.9
February	15.8	0.0	0.2	15.1	31.1
March	22.3	0.0	0.2	16.8	39.3
April	31.5	0.0	0.0	0.0	31.5
May	34.1	0.0	4.0	0.0	38.1
June	21.4	0.0	21.2	0.0	42.6
July	21.5	0.0	22.9	0.0	44.4
August	21.7	0.0	27.4	0.0	49.1
September	29.9	0.0	23.5	0.0	53.4
October	27.1	0.0	17.7	0.0	44.8
November	21.5	0.0	8.3	9.2	39.0
December	24.8	0.0	0.0	7.1	31.9
Total	296.2	0.0	125.6	60.3	482.1
Total %	61.4%	0.0%	26.1%	12.5%	100.0%

**Table 4: Monthly Production of Water Supply Sources in MG
1976**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	19.0	1.0	1.9	4.1	26.0
February	25.8	1.0	9.3	5.2	41.3
March	17.6	3.4	2.0	6.5	29.5
April	23.6	3.1	4.4	0.0	31.1
May	8.9	5.5	30.3	0.0	44.7
June	1.0	6.6	37.7	0.0	45.3
July	2.7	6.2	37.7	0.0	46.6
August	7.8	5.8	35.8	0.0	49.4
September	23.0	5.6	20.3	0.0	48.9
October	7.8	5.4	21.1	0.0	34.3
November	8.1	6.2	22.1	7.8	44.2
December	9.5	6.1	13.2	5.1	33.9
Total	154.8	55.9	235.8	28.7	475.2
Total %	32.6%	11.8%	49.6%	6.0%	100.0%

* Voluntary water rationing (prohibition of nonessential water use) and water service connection moratorium enacted May 25,

**Table 4: Monthly Production of Water Supply Sources in MG
1977**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	22.0	0.0	10.3	3.7	36.0
February	13.2	6.3	11.7	1.2	32.4
March	10.1	5.5	9.7	4.2	29.5
April	9.5	5.6	6.1	0.0	21.2
May	5.6	5.6	10.8	0.0	22.0
June	2.7	5.9	13.8	0.0	22.4
July	1.1	5.2	18.9	0.0	25.2
August	1.5	5.5	29.2	0.0	36.2
September	4.8	5.4	22.6	0.0	32.8
October	9.6	5.9	17.5	0.0	33.0
November	13.9	6.3	15.5	0.0	35.7
December	7.3	6.1	8.5	7.4	29.3
Total	101.3	63.3	174.6	16.5	355.7
Total %	28.5%	17.8%	49.1%	4.6%	100.0%

*Mandatory water rationing enacted April 12, 1977

Table 4: Monthly Production of Water Supply Sources in MG

1978

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	14.6	0.0	1.8	13.7	30.1
February	12.5	0.0	0.0	10.3	22.8
March	15.0	0.0	0.0	14.0	29.0
April	25.0	0.0	0.0	0.0	25.0
May	32.8	0.6	0.6	4.9**	34.0
June	16.7	7.3	12.6	0.0	36.6
July	22.8	7.2	20.9	0.0	50.9
August	15.1	5.2	23.0	0.0	43.3
September	16.0	6.2	29.2	0.0	51.4
October	18.6	6.4	22.2	0.0	47.2
November	22.5	4.5	15.8	2.2	45.0
December	21.0		4.9	3.4	29.3
Total	232.6	37.4	131.0	48.5	449.5
Total %	51.7%	8.3%	29.1%	10.8%	100.0%

*Water rationing suspended March 29, 1978

** Temporary diversion permit issued by State Division of Water Rights

**Table 4: Monthly Production of Water Supply Sources in MG
1979**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	19.4	0.0	2.5	11.6	33.5
February	17.9	0.1	1.0	12.0	31.0
March	19.8	0.2	0.4	11.8	32.2
April	29.7	0.0	0.5	0.0	30.2
May	34.9	0.0	4.4	0.0	39.3
June	32.0	0.0	14.4	0.0	46.4
July	23.6	9.4	26.0	0.0	59.0
August	19.4	9.4	23.4	0.0	52.2
September	18.0	7.7	33.4	0.0	59.1
October	12.3	10.6	31.5	0.0	54.4
November	17.0	6.1	12.8	12.3	48.2
December	23.5	0.6	1.7	11.8	37.6
Total	267.5	44.1	152.0	59.5	523.1
Total %	51.1%	8.4%	29.1%	11.4%	100.0%

Table 4: Monthly Production of Water Supply Sources in MG

1980

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	19.0	0.0	0.9	14.8	34.7
February	27.1	0.9	1.0	18.0	47.0
March	14.1	0.3	1.1	20.3	35.8
April	21.9	2.2	0.0	0.0	24.1
May	29.9	0.0	0.0	1.0*	29.9
June	31.8	0.0	14.7	0.0	46.5
July	28.6	0.0	21.0	0.0	49.6
August	21.3	7.0	23.7	0.0	52.0
September	24.6	5.4	20.5	0.0	50.5
October	25.2	3.8	19.0	0.0	48.0
November	20.8	6.8	15.2	3.0	45.8
December	27.0	0.0	6.2	4.3	37.5
Total	291.3	26.4	123.3	61.4	502.4
Total %	58.0%	5.3%	24.5%	12.2%	100.0%

*Water released down Pilarcitos Creek by SFPUC during period of high turbidity at Stone Dam Reservoir

**Table 4: Monthly Production of Water Supply Sources in MG
1981**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	23.4	0.0	5.6	18.0	47.0
February	23.1	0.5	1.2	9.7	34.5
March	18.8	0.0	0.0	12.8	31.6
April	28.4	0.1	2.0	0.0	30.5
May	25.8	0.0	17.5	0.0	43.3
June	11.6	7.4	28.6	0.0	47.6
July	11.2	7.7	43.4	0.0	62.3
August	5.3	9.6	40.5	0.0	55.4
September	6.2	9.8	39.3	0.0	55.3
October	10.0	9.0	9.7	0.0	28.7
November	12.2	7.9	9.8	4.3	34.2
December	24.3	4.1	14.6	18.8	61.8
Total	200.3	56.1	212.2	64.6	532.2
Total %	37.6%	10.5%	39.9%	12.1%	100.0%

Table 4: Monthly Production of Water Supply Sources in MG

1982

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	10.0	6.2	*	23.8	40.0
February	3.8	8.2	*	21.9	33.9
March	5.2	6.8	*	20.1	32.1
April	6.4	8.6	*	24.4**	39.4
May	2.7	10.3	*	23.3**	36.3
June	26.7	1.7	2.3	0.0	30.7
July	28.1	0.0	41.6	0.0	69.7
August	23.1	6.7	45.9	0.0	75.7
September	12.6	5.6	39.5	0.0	58.0
October	9.0	5.5	34.6	0.0	49.1
November	13.8	0.9	8.2	7.8	30.7
December	10.5	1.7	2.8	17.6	32.6
Total	151.9	62.5	174.9	138.9	528.2
Total %	28.8%	11.8%	33.1%	26.3%	100.0%

*SFPUC meter inoperative

**SFPUC released water from Stone Dam (upstream)

**Table 4: Monthly Production of Water Supply Sources in MG
1983**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	11.7	1.8	0.8	20.5	34.8
February	7.1	3.9	1.0	19.1	31.1
March	0.1	2.2	0.0	18.3	20.6
April	13.8	2.3	17.2	10.2	43.5
May	25.2	0.0	22.9	0.0	48.1
June	31.8	0.0	32.3	0.0	64.1
July	35.4	0.0	39.6	0.0	75.0
August	30.4	1.0	36.9	0.0	68.3
September	30.8	5.0	34.8	0.0	70.6
October	21.1	2.1	30.1	0.0	53.3
November	12.6	5.5	14.7	7.6	40.4
December	11.3	8.3	1.7	18.5	39.8
Total	231.3	32.1	232.0	94.2	589.6
Total %	39.2%	5.4%	39.3%	16.0%	100.0%

Table 4: Monthly Production of Water Supply Sources in MG

1984

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	6.4	7.3	12.6	16.2	42.5
February	19.2	0.0	14.6	5.2	39.0
March	23.0	0.0	12.1	11.9	47.0
April	24.9	0.0	18.2	0.0	43.1
May	25.8	1.4	30.5	0.0	57.7
June	21.3	5.6	46.6	0.0	73.5
July	12.7	7.3	46.0	0.0	66.0
August	11.6	7.0	49.1	0.0	67.7
September	9.7	7.4	54.5	0.0	71.6
October	17.4	1.6	47.1	0.0	66.1
November	11.8	4.4	26.6	9.0	51.8
December	8.8	7.5	10.5	22.2	49.0
Total	192.6*	49.5	368.4	64.5	675.0*
Total %	28.5%	7.3%	54.6%	9.6%	100.0%

*Includes approximately 40 mg used for filter backwashing at the Denniston WTP

**Table 4: Monthly Production of Water Supply Sources in MG
1985**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	14.1	5.2	6.3	18.7	44.3
February	12.4	3.8	6.5	15.1	37.8
March	18.9	2.3	12.0	14.9	48.1
April	16.4	1.9	14.2	0.0	32.5
May	27.2	0.0	37.9	0.0	65.1
June	24.7	1.2	36.3	0.0	62.2
July	16.2	5.0	46.5	0.0	67.7
August	18.1	6.9	42.8	0.0	67.8
September	18.1	0.6	50.0	0.0	68.7
October	12.8	6.1	42.3	0.0	61.2
November	18.2	1.5	39.8	11.0	70.5
December	13.0	5.4	10.1	8.2	36.7
Total	210.4*	39.9	344.4	67.9	662.6*
Total %	31.8%	6.0%	52.0%	10.2%	100.0%

*Includes approximately 13 mg used for filter backwashing at the Denniston WTP

Table 4: Monthly Production of Water Supply Sources in MG

1986

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	12.00	3.91	14.61	15.29	45.81
February	8.30	4.85	12.38	15.16	40.69
March	13.10	6.17	34.95	13.94	68.16
April	21.70	6.58	42.12	2.82	73.22
May	21.70	4.57	48.72	0.00	74.99
June	28.50	0.00	55.08	0.00	83.58
July	21.50	7.44	48.91	0.00	77.85
August	24.00	4.38	49.96	0.00	78.34
September	14.20	5.22	43.60	0.00	63.02
October	8.23	6.70	43.02	0.00	57.95
November	13.83	6.41	29.16	5.43	54.83
December	15.45	4.57	20.73	6.71	47.46
Total	202.51	60.80	443.24	59.35	765.90*
Total %	26.4%	7.9%	57.9%	7.7%	100.0%

*Includes 18 mg used for filter backwashing at the Denniston WTP

**Table 4: Monthly Production of Water Supply Sources in MG
1987**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	12.05	5.13	23.50	10.03	50.71
February	11.70	4.90	17.20	15.06	48.86
March	12.42	4.92	22.60	15.30	55.24
April	18.11	5.19	43.50	0.00	66.80
May	19.26	5.16	51.60	0.00	76.02
June	13.18	5.05	56.10	0.00	74.33
July	11.75	5.59	68.00	0.00	85.34
August	10.96	3.34	65.50	0.00	79.80
September	5.54	2.40	53.00	0.00	60.94
October	8.72	3.59	40.90	0.00	53.21
November	11.11	3.80	16.70	8.52	40.13
December	7.05	6.11	16.07	12.67	41.90
Total	141.85	55.18	474.67	61.58	733.28*
Total %	19.3%	7.5%	64.7%	8.4%	100.0%

*Includes 18 mg used fro filter backwashing at the Denniston WTP

Table 4: Monthly Production of Water Supply Sources in MG

1988

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	9.04	4.84	14.64	15.73	44.25
February	13.44	3.43	24.39	10.80	52.06
March	16.12	4.43	39.88	6.75	67.18
April	10.98	5.33	41.13	0.00	57.44
May	13.94	4.33	39.48	0.00	57.75
June	13.13	2.52	40.56	0.00	56.21
July	7.34	4.37	54.26	0.00	65.97
August	8.50	3.78	44.15	0.00	56.43
September	6.39	4.09	40.75	0.00	51.23
October	11.95	3.19	28.87	0.00	44.01
November	13.06	1.96	14.52	7.52	37.06
December	12.99	3.42	13.45	12.71	42.57
Total	136.88*	45.69	396.08	53.51	632.16*
Total %	21.7%	7.2%	62.7%	8.5%	100.0%

*Includes 18 mg used for filter backwashing at the Denniston Creek WTP

Note: Voluntary and mandatory water rationing in effect during year

**Table 4: Monthly Production of Water Supply Sources in MG
1989**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	10.59	3.28	10.64	12.58	37.09
February	10.98	3.86	10.35	11.31	36.50
March	8.09	4.27	20.10	15.26	47.72
April	18.95	3.75	22.73	0.00	45.43
May	21.08	3.27	29.50	0.00	53.85
June	16.71	0.82	42.67	0.00	60.20
July	16.79	1.79	49.16	0.00	67.74
August	12.58	7.02	49.40	0.00	69.00
September	13.54	5.59	40.68	0.00	59.81
October	12.65	4.56	34.41	0.00	51.62
November	15.57	5.35	30.41	4.59	55.92
December	16.61	4.31	30.27	0.84	52.03
Total	174.14*	47.87	370.32	44.58	636.91*
Total %	27.3%	7.5%	58.1%	7.0%	100.0%

*Includes 24 mg used for filter backwashing at the Denniston Creek WTP/ Note: mandatory water rationing in effect Jan-Apr

Table 4: Monthly Production of Water Supply Sources in MG

1990

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	11.57	3.79	19.27	7.62	42.25
February	8.66	5.54	18.77	8.70	41.67
March	14.98	5.05	20.00	9.08	49.11
April	10.97	5.95	37.90	0.00	54.82
May	8.56	5.89	38.87	0.00	53.32
June	10.35	5.01	31.57	0.00	46.93
July	9.93	3.48	46.47	0.00	59.88
August	7.53	4.07	44.30	0.00	55.90
September	8.91	3.91	37.47	0.00	50.29
October	8.11	3.54	35.86	0.00	47.51
November	11.98	3.31	26.28	3.90	45.47
December	14.20	3.46	23.46	4.97	46.09
Total	125.75	53.00	380.22	34.27	593.24
Total %	21.2%	8.9%	64.1%	5.8%	100.0%

Note: Voluntary water rationing was in effect from Jan-Apr, and mandatory water rationing from May-Dec

**Table 4: Monthly Production of Water Supply Sources in MG
1991**

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	6.23	2.44	20.26	4.29	33.22
February	9.61	3.22	14.70	7.78	35.31
March	9.25	3.52	6.77	11.47	31.01
April	14.31	3.94	21.99	0.00	40.24
May	9.88	4.23	28.17	0.00	42.28
June	11.23	3.96	34.22	0.00	49.41
July	5.26	4.12	31.10	0.00	40.48
August	7.93	3.81	36.63	0.00	48.37
September	6.38	3.47	39.76	0.00	49.61
October	4.30	3.73	30.31	0.00	38.34
November	9.90	3.32	23.41	3.59	40.22
December	5.78	3.31	16.21	5.39	30.69
Total	100.06	43.07	303.53	32.52	479.18
Total %	20.9%	9.0%	63.3%	6.8%	100.0%

Note: Mandatory water rationing was in effect throughout the year

Table 4: Monthly Production of Water Supply Sources in MG

1992

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	11.01	2.54	16.45	8.82	38.82
February	7.93	3.16	3.37	10.37	24.83
March	12.50	4.10	13.55	13.36	43.51
April	23.32	0.13	24.13	0.00	47.58
May	20.65	0.51	26.64	0.00	47.80
June	19.94	4.57	28.92	0.00	53.43
July	22.33	4.32	40.16	0.00	66.81
August	13.00	4.11	44.79	0.00	61.90
September	9.47	4.95	36.66	0.00	51.08
October	8.30	5.58	30.79	0.00	44.67
November	9.46	4.18	15.78	6.11	35.53
December	9.62	4.53	5.75	12.55	32.45
Total	167.53	42.68	286.99	51.21	548.41
Total %	30.5%	7.8%	52.3%	9.3%	100.0%

Note: Mandatory water rationing was in effect throughout the year

Table 4: Monthly Production of Water Supply Sources in MG
1993

Month	Denniston Project		SFPUC		Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Pilarcitos Wells	
January	13.43	5.13	4.67	9.75	32.98
February	16.27	2.93	3.91	10.92	34.03
March	23.02	0.00	3.32	13.79	40.13
April	21.65	3.41	21.18	1.71	47.95
May	20.10	5.36	30.39	0.00	55.85
June	24.08	6.06	42.15	0.00	72.29
July	24.97	6.10	31.30	0.00	62.37
August	22.65	5.20	44.79	0.00	72.64
September	21.99	5.07	42.50	0.00	69.56
October	22.27	4.49	33.93	0.00	60.69
November	18.39	4.21	25.55	2.33	50.48
December	23.07	3.06	12.46	6.03	44.62
Total	251.89*	51.02	296.15	44.53	643.59*
Total %	39.1%	7.9%	46.0%	6.9%	100.0%

*Includes 75.44 mg in-plant water use at the Denniston WTP. Actual net production from all sources = 568.15 mg

Note: Mandatory water rationing was in effect Jan 1 through April 13, 1993

Table 4: Monthly Production of Water Supply Sources in MG

1994

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	21.70	2.21	13.92	0.00	3.99	41.82
February	19.48	3.82	5.26	0.00	8.36	36.92
March	20.72	4.62	16.33	0.00	8.72	50.39
April	19.53	4.58	29.62	0.00	0.00	53.73
May	15.58	3.84	32.04	0.00	0.00	51.46
June	17.56	4.10	48.95	0.00	0.00	70.61
July	13.03	4.12	48.56	0.00	0.00	65.71
August	12.63	3.75	53.28	0.00	0.00	69.66
September	10.45	3.06	9.86	37.65	0.00	61.02
October	12.64	2.30	0.00	40.37	0.00	55.31
November	16.93	2.61	0.00	19.78	6.30	45.62
December	17.28	3.17	11.16	0.00	11.72	43.33
Total	197.53*	42.18	268.98	97.80	39.09	645.58*
Total %	30.6%	6.5%	41.7%	15.1%	6.1%	100.0%

* Includes 62.01 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 583.57 mg

**Table 4: Monthly Production of Water Supply Sources in MG
1995**

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	13.60	3.50	5.73	0.00	14.41	37.24
February	12.60	3.27	3.18	0.00	17.05	36.10
March	19.08	4.24	7.04	0.00	15.35	45.71
April	16.77	4.59	23.40	0.00	0.00	44.76
May	19.01	5.03	27.50	0.00	0.00	51.54
June	19.00	4.00	37.60	0.00	0.00	60.60
July	22.26	5.34	53.10	0.00	0.00	80.70
August	20.39	3.97	52.30	0.00	0.00	76.66
September	16.91	5.73	49.71	0.00	0.00	72.35
October	13.70	4.96	52.54	0.00	0.00	71.20
November	11.96	4.85	41.83	11.47	0.00	70.11
December	11.83	5.34	17.01	6.74	2.00	42.92
Total	197.11*	54.82	370.94	18.21	48.81	689.89
Total %	28.6%	7.9%	53.8%	2.6%	7.1%	100.0%

*Includes 44.11 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 645.78 mg

Table 4: Monthly Production of Water Supply Sources in MG

1996

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	11.30	3.10	12.30	0.00	14.60	41.30
February	12.70	6.13	5.20	0.00	16.71	40.74
March	20.12	2.88	6.71	0.00	21.19	50.90
April	20.79	0.00	34.90	0.00	0.00	55.69
May	27.98	0.00	44.71	0.00	0.00	72.69
June	26.15	0.00	51.10	0.00	0.00	77.25
July	25.50	0.00	51.69	0.00	0.00	77.19
August	22.61	0.00	48.50	0.00	0.00	71.11
September	24.83	0.00	55.58	0.00	0.00	80.41
October	22.38	0.00	44.50	0.00	0.00	66.88
November	22.20	0.00	18.54	4.91	0.77	46.42
December	15.17	0.00	0.00	5.24	13.58	33.99
Total	251.73*	12.11	373.73	10.15	66.85	714.57*
Total %	35.2%	1.7%	52.3%	1.4%	9.4%	100.0%

* Includes 45.23 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 669.34 mg

**Table 4: Monthly Production of Water Supply Sources in MG
1997**

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	7.33	0.00	3.21	0.00	26.58	37.12
February	14.58	0.00	12.92	0.00	20.74	48.24
March	19.29	0.00	24.43	0.00	16.10	59.82
April	25.34	0.00	48.75	0.00	0.00	74.09
May	25.71	0.00	59.60	0.00	0.00	85.31
June	26.16	0.00	71.34	0.00	0.00	97.50
July	23.74	3.65	67.83	0.00	0.00	95.22
August	21.72	5.26	69.92	0.00	0.00	96.90
September	19.74	3.91	69.70	0.00	0.00	93.35
October	17.31	4.17	55.80	3.38	0.00	80.66
November	16.16	4.20	5.22	33.08	1.62	60.28
December	12.25	4.84	16.44	0.00	10.48	44.01
Total	229.33*	26.03	505.16	36.46	75.52	872.50*
Total %	26.3%	3.0%	57.9%	4.2%	8.6%	100.0%

*Includes 43.47 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 829.03 mg

Table 4: Monthly Production of Water Supply Sources in MG

1998

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	7.52	2.26	7.38	0.00	24.06	41.22
February	1.38	0.54	10.32	0.00	28.37	40.61
March	14.31	2.21	12.95	0.00	17.81	47.28
April	17.04	2.65	35.70	0.10	0.00	55.49
May	24.12	0.00	38.13	0.00	0.00	62.25
June	23.20	0.00	45.84	5.45	0.00	74.49
July	25.57	0.00	54.82	5.13	0.00	85.52
August	25.89	0.00	63.88	8.91	0.00	98.68
September	25.37	0.00	53.62	10.01	0.00	89.00
October	23.17	0.00	53.63	3.61	0.00	80.41
November	19.08	0.00	20.50	12.54	1.11	53.23
December	21.14	0.00	26.21	0.80	6.70	54.85
Total	227.79*	7.66	422.98	46.55	78.05	783.03*
Total %	29.1%	1.0%	54.0%	5.9%	10.0%	100.0%

*Includes 36.41 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 746.62 mg

**Table 4: Monthly Production of Water Supply Sources in MG
1999**

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	20.84	0.00	31.62	0.00	7.22	59.68
February	12.96	1.72	13.64	0.00	17.41	45.73
March	19.84	0.00	19.50	0.00	16.00	55.34
April	18.39	0.00	44.98	0.00	0.00	63.37
May	25.10	0.54	52.18	5.38	0.00	83.20
June	23.41	0.00	53.57	7.61	0.00	84.59
July	27.15	0.38	61.95	6.42	0.00	95.90
August	22.66	0.95	43.17	6.59	0.00	73.37
September	25.13	0.00	0.00	65.48	0.00	90.61
October	25.46	0.37	0.00	62.73	0.00	88.56
November	22.95	0.00	13.50	16.54	0.00	52.99
December	20.43	0.14	20.83	4.71	0.77	46.88
Total	264.32*	4.10	354.94	175.46	41.40	840.22*
Total %	31.5%	0.5%	42.2%	20.9%	4.9%	100.0%

*Includes 40.95 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 799.27 mg

Table 4: Monthly Production of Water Supply Sources in MG

2000

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	17.59	0.99	2.83	15.26	8.24	44.91
February	3.20	4.33	7.40	0.00	18.28	33.21
March	9.45	3.22	7.11	0.00	20.66	40.44
April	24.05	1.63	49.48	3.46	0.00	78.62
May	25.04	0.81	38.86	3.98	0.00	68.69
June	20.57	0.00	50.00	8.57	0.00	79.14
July	24.56	0.00	56.11	5.85	0.00	86.52
August	23.73	0.00	67.08	7.09	0.00	97.90
September	24.44	2.33	0.00	70.83	0.00	97.60
October	17.54	2.75	0.00	54.57	0.00	74.86
November	18.86	2.71	0.00	42.15	0.00	63.72
December	18.66	2.63	0.00	32.15	5.46	58.90
Total	227.69*	21.40	278.87	243.91	52.65	824.51*
Total %	27.6%	2.6%	33.8%	29.6%	6.4%	100.0%

*Includes 45.73 mg for in-plant uses at Denniston WTP. The actual total net production from all sources = 778.78 mg

**Table 4: Monthly Production of Water Supply Sources in MG
2001**

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	20.13	3.09	29.07	0.00	8.97	61.26
February	17.71	1.26	28.43	0.00	6.68	54.08
March	15.40	4.44	36.73	0.00	6.64	63.21
April	19.66	1.54	47.49	2.13	0.00	70.82
May	22.38	0.00	66.05	8.55	0.00	96.98
June	18.79	3.10	38.14	40.10	0.00	100.13
July	16.48	6.45	0.00	81.61	0.00	104.54
August	12.30	6.13	92.80	33.92	0.00	145.15
September	11.96	5.79	62.35	8.50	0.00	88.60
October	15.03	5.05	0.00	66.59	0.00	86.67
November	19.37	4.05	0.00	36.65	0.00	60.07
December	17.81	5.64	14.48	3.15	10.72	51.80
Total	207.02*	46.54	415.54	281.20	33.01	983.31*
Total %	21.0%	4.7%	42.3%	28.6%	3.4%	100.0%

* Includes 67.1 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 916.22 mg

Table 4: Monthly Production of Water Supply Sources in MG

2002

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	11.37	5.21	14.99	0.00	10.99	42.56
February	12.34	5.38	23.17	0.00	7.51	48.40
March	14.70	5.81	31.84	0.00	10.37	62.72
April	12.70	5.00	48.92	0.00	0.00	66.62
May	13.50	4.67	61.53	6.28	0.00	85.98
June	18.02	4.11	64.42	7.28	0.00	93.83
July	24.20	3.83	68.10	6.64	0.00	102.77
August	19.83	4.52	17.81	52.07	0.00	94.23
September	15.82	4.75	0.00	71.39	0.00	91.96
October	16.62	4.89	23.66	41.39	0.00	86.56
November	17.91	4.30	51.38	1.67	0.00	75.26
December	11.20	2.56	32.56	0.52	7.69	54.53
Total	188.21	55.03	438.38	187.24	36.56	905.42
Total %	20.8%	6.1%	48.4%	20.7%	4.0%	100.0%

* Includes 47.33 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 858.08 mg

Table 4: Monthly Production of Water Supply Sources in MG
2003

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	8.84	3.97	21.29	0.12	16.71	50.93
February	8.69	3.18	28.00	0.19	10.15	50.21
March	19.22	3.04	40.27	0.00	5.37	67.90
April	23.35	2.47	52.41	0.00	0.00	78.23
May	15.87	3.71	46.64	1.21	0.00	67.43
June	18.02	5.21	58.36	15.95	0.00	97.54
July	23.78	4.18	0.00	81.11	0.00	109.07
August	37.94	6.92	0.00	87.25	0.00	132.11
September	24.83	4.97	0.00	87.78	0.00	117.58
October	25.09	5.13	0.00	66.08	0.00	96.30
November	15.35	5.41	0.00	46.06	0.00	66.82
December	14.63	3.65	3.53	0.00	5.12	26.93
Total	235.61	51.84	250.50	385.75	37.35	961.05
Total %	24.5%	5.4%	26.1%	40.1%	3.9%	100.0%

* Includes 70.42 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 890.63 mg

**Table 4: Monthly Production of Water Supply Sources in MG
2004**

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	8.84	3.75	22.11	8.42	11.53	54.65
February	6.88	3.43	32.09	0.20	9.96	52.56
March	14.39	3.65	39.88	2.52	7.99	68.43
April	15.10	3.22	56.19	17.13	0.00	91.64
May	20.09	3.01	48.68	9.73	0.00	81.51
June	24.28	2.76	0.69	80.69	0.00	108.42
July	16.53	5.10	0.00	84.95	0.00	106.58
August	15.47	4.36	0.00	71.00	0.00	90.83
September	13.95	3.85	0.00	73.68	0.00	91.48
October	13.44	2.51	0.00	56.38	0.00	72.33
November	15.63	2.24	0.00	41.12	0.88	59.87
December	10.71	4.12	29.47	10.76	5.32	60.38
Total	175.31	42.00	229.11	456.58	35.67	938.67
Total %	18.7%	4.5%	24.4%	48.6%	3.8%	100.0%

* Includes 45.95 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 892.72 mg

**Table 4: Monthly Production of Water Supply Sources in MG
2005**

Month	Denniston Project		San Francisco Public Utilities Commission			Monthly Total
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	
January	13.18	1.94	29.97	0.00	8.04	53.13
February	11.30	2.95	28.76	0.00	7.06	50.07
March	11.69	4.42	37.79	0.00	7.97	61.87
April	11.05	4.00	52.13	0.00	0.00	67.18
May	12.70	3.82	60.70	0.00	0.00	77.22
June	13.18	3.90	63.12	5.16	0.00	85.36
July	14.50	3.37	68.46	7.70	0.00	94.03
August	14.31	3.31	64.28	7.71	0.00	89.61
September	15.53	3.76	0.00	62.20	0.00	81.49
October	14.75	2.29	0.00	51.40	0.00	68.44
November	10.26	2.15	0.00	51.70	0.49	64.60
December	1.06	0.12	0.00	46.00	4.65	51.83
Total	143.51	36.03	405.21	231.87	28.21	844.83
Total %	17.0%	4.3%	48.0%	27.4%	3.3%	100.0%

* Includes 22.10 mg for in-plant uses at the Denniston WTP. The actual total net production from all sources = 822.73 mg

Table 4: Monthly Production of Water Supply Sources in MG*
2006

Month	Denniston Project		San Francisco Public Utilities Commission			Gross Production
	Surface Water	Ground Water	Pilarcitos Lake	Crystal Springs Res.	Pilarcitos Wells	Monthly Total
January	0.00	0.00	14.19	24.20	9.22	47.61
February	3.66	1.60	30.66	0.46	11.44	47.82
March	0.00	0.00	37.41	0.24	13.26	50.91
April	0.00	0.00	77.36	0.20	0.00	77.56
May	11.26	2.42	62.49	0.00	0.00	76.17
June	14.01	1.50	45.54	20.30	0.00	81.35
July	16.35	1.69	0.00	91.78	0.00	109.82
August	14.81	1.04	0.00	76.55	0.00	92.40
September	15.86	1.59	0.00	77.88	0.00	95.33
October	15.26	1.27	0.00	64.98	0.00	81.51
November	7.04	0.73	17.20	30.34	7.17	62.48
December	4.42	0.70	45.17	0.00	7.60	57.89
Total	102.67	12.54	330.02	386.93	48.69	880.85
Total %	11.7%	1.4%	37.5%	43.9%	5.5%	100.0%

*uncorrected raw production data

Table 5: Annual Water Sales and Percentage of Annual Total by User Categories in MG

User Category	1975	% of Total	1976	% of Total	1977	% of Total	1978	% of Total	1979	% of Total
Floriculture	80.0	20.0	82.5	18.7	61.3	19.0	61.5	15.9	64.2	15.0
Beaches and Parks	3.6	0.9	3.7	0.8	2.9	0.9	3.0	0.8	3.3	0.8
Recreation	1.2	0.3	1.7	0.4	0.5	0.2	0.6	0.2	1.2	0.3
Marine Related	4.6	1.2	5.9	1.3	4.0	1.2	4.2	1.1	5.5	1.3
Restaurants	7.1	1.8	8.4	1.9	7.1	2.2	8.7	2.3	10.6	2.5
Commercial	24.2	6.1	23.2	5.2	13.5	4.2	19.8	5.1	20.8	4.9
Hotels & Motels	1.5	0.4	3.4	0.8	3.8	1.2	4.6	1.2	4.8	1.1
Schools	12.0	3.0	8.8	2.0	6.4	2.0	11.9	3.1	10.5	2.4
Multi-Family Dwellings	18.2	4.6	20.3	4.6	17.5	5.4	20.5	5.3	23.9	5.5
Residential	247.0	61.7	283.7	64.3	205.3	63.7	251.5	65.0	284.4	66.2
Irrigation										
Total Sales	399.4	100	441.6	100	322.3	100	386.3	100	429.2	100

User Category	1980	% of Total	1981	% of Total	1982	% of Total	1983	% of Total	1984	% of Total
Floriculture	62.2	13.8	66.8	14.0	80.1	16.3	83.3	15.8	94.4	16.7
Beaches and Parks	3.6	0.8	3.6	0.8	3.2	0.7	2.8	0.5	3.2	0.6
Recreation	2.3	0.5	2.2	0.5	2.2	0.4	2.6	0.5	3.3	0.6
Marine Related	2.8	0.6	5.3	1.1	5.2	1.1	4.9	0.9	6.8	1.2
Restaurants	10.8	2.4	11.8	2.5	12.2	2.5	9.7	1.8	10.7	1.9
Commercial	30.7	6.8	36.9	7.7	38.4	7.8	34.6	6.5	47.0	8.3
Hotels & Motels	4.1	0.9	4.1	0.9	5.6	1.1	5.0	1.0	6.0	1.0
Schools	8.9	2.0	9.0	1.9	8.2	1.7	7.7	1.5	10.1	1.7
Multi-Family Dwellings	27.2	6.0	27.6	5.8	30.2	6.1	28.3	5.5	35.8	6.4
Residential	297.1	66.2	309.0	64.8	305.8	62.3	347.4	66.0	347.6	61.6
Irrigation										
Total Sales	449.7	100	476.3	100	491.1	100	526.3	100	564.9	100

Table 5: Annual Water Sales and Percentage of Annual Total by User Categories in MG

User Category	1985	% of Total	1986	% of Total	1987	% of Total	1988	% of Total	1989	% of Total
Floriculture	88.1	15.6	95.6	16.1	104.5	16.5	88.9	16.0	84.8	16.2
Beaches and Parks	4.5	0.8	5.0	0.8	5.3	0.8	3.5	0.6	2.4	0.5
Recreation	3.3	0.7	6.2	1.0	5.5	0.9	6.4	1.2	0.5	0.1
Marine Related	2.0	0.5	2.0	0.3	2.3	0.4	1.6	0.3	7.1	1.3
Restaurants	10.0	1.7	12.2	2.1	14.0	2.2	13.9	2.5	12.0	2.3
Commercial	36.1	6.3	36.1	6.1	44.1	7.0	38.3	6.9	39.7	7.6
Hotels & Motels	9.0	1.6	9.9	1.7	11.0	1.7	11.9	2.1	9.9	1.9
Schools	11.0	1.9	14.5	2.5	18.8	3.0	13.7	2.5	14.3	2.7
Multi-Family Dwellings	60.0	10.6	64.4	10.9	64.4	10.2	59.4	10.7	53.1	10.1
Residential	324.7	57.4	330.5	55.8	345.7	54.5	297.4	53.6	284.2	54.2
Irrigation	16.6	2.9	16.0	2.7	17.6	2.8	19.9	3.6	16.2	3.1
Total Sales	565.3	100	592.4	100	633.2	100	554.9	100	524.2	100

User Category	1990	% of Total	1991	% of Total	1992	% of Total	1993	% of Total	1994	% of Total
Floriculture	116.2	20.9	80.8	18.6	91.5	18.8	86.5	16.3	94.9	16.9
Beaches and Parks	3.0	0.5	0.6	0.2	1.7	0.3	3.0	0.6	3.1	0.6
Recreation	0.9	0.2	1.2	0.3	1.0	0.2	1.0	0.2	1.3	0.2
Marine Related	7.5	1.3	6.2	1.4	6.3	1.3	8.2	1.5	10.7	1.9
Restaurants	12.0	2.2	11.0	2.5	10.3	2.1	11.2	2.1	11.4	2.0
Commercial	44.8	8.1	36.2	8.3	35.1	7.2	34.2	6.5	35.4	6.2
Hotels & Motels	9.3	1.7	8.4	1.9	9.1	1.9	9.2	1.7	11.0	2.0
Schools	13.5	2.4	10.3	2.4	17.1	3.5	16.3	3.1	14.0	2.5
Multi-Family Dwellings	53.1	9.6	46.1	10.6	51.5	10.6	57.3	10.8	57.2	10.2
Residential	278.4	50.2	219.7	50.6	249.4	51.2	281.1	53.1	303.6	53.9
Irrigation	16.1	2.9	13.7	3.2	14.1	2.9	21.9	4.1	20.3	3.6
Total Sales	554.8	100	434.2	100	487.1	100	529.9	100	562.9	100

Table 5: Annual Water Sales and Percentage of Annual Total by User Categories in MG

User Category	1995	% of Total	1996	% of Total	1997	% of Total	1998	% of Total	1999	% of Total
Floriculture	104.2	17.0	99.0	15.4	114.4	15.0	113.5	16.4	135.1	17.6
Beaches and Parks	3.4	0.6	3.3	0.5	4.0	0.5	3.2	0.5	3.9	0.5
Recreation	1.3	0.2	1.1	0.2	1.0	0.1	1.1	0.2	6.4	0.8
Marine Related	10.6	1.7	10.2	1.6	11.5	1.5	12.5	1.8	7.1	0.9
Restaurants	13.0	2.1	13.6	2.1	9.9	1.3	9.3	1.3	10.0	1.3
Commercial	38.7	6.3	42.7	6.7	45.7	6.0	46.4	6.7	56.9	7.4
Hotels & Motels	10.6	1.8	11.8	1.8	13.8	1.8	14.1	2.0	14.6	1.9
Schools	16.0	2.6	18.5	2.9	20.4	2.7	14.7	2.1	19.8	2.6
Multi-Family Dwellings	59.1	9.7	62.3	9.7	64.4	8.4	62.7	9.0	62.1	8.1
Residential	332.3	54.3	353.6	55.1	386.8	50.6	352.0	50.8	374.8	48.9
Irrigation	22.6	3.7	25.8	4.0	66.4	8.7	56.2	8.1	58.7	7.7
Portable Meter Sales					26.3	3.4	7.2	1.0	16.3	2.1
Total Sales	611.8	100	641.9	100	764.6	100	692.9	100	765.7	100

User Category	2000	% of Total	2001	% of Total	2002	% of Total	2003	% of Total	2004	% of Total
Floriculture	133.1	17.4	151.9	18.5	136.8	16.9	143.2	17.5	114.7	13.8
Beaches and Parks	6.3	0.8	4.5	0.5	5.1	0.6	4.1	0.5	4.5	0.5
Recreation	8.4	1.1	8.8	1.1	7.5	0.9	7.5	0.9	1.9	0.2
Marine Related	3.2	0.4	3.5	0.4	3.6	0.4	3.6	0.4	9.4	1.1
Restaurants	10.1	1.3	12.7	1.5	12.3	1.5	13.7	1.7	13.2	1.6
Commercial	70.8	9.3	53.9	6.6	52.3	6.5	48.5	5.9	58.4	7.0
Hotels & Motels	14.7	1.9	22.1	2.7	23.6	2.9	26.9	3.3	26.3	3.2
Schools	18.5	2.4	17.8	2.2	17.6	2.2	16.9	2.1	18.1	2.2
Multi-Family Dwellings	63.2	8.3	71.3	8.7	73.1	9.0	71.1	8.7	74.4	8.9
Residential	376.3	49.2	399.8	48.7	403.8	49.9	412.0	50.3	427.6	51.4
Irrigation	54.0	7.1	68.0	8.3	71.5	8.8	67.9	8.3	79.0	9.5
Portable Meter Sales	6.8	0.9	6.5	0.8	2.8	0.3	4.0	0.5	4.3	0.5
Total Sales	765.4	100	820.8	100	810.0	100	819.4	100	831.8	100

Table 5: Annual Water Sales and Percentage of Annual Total by User Categories in MG

User Category	2005	% of Total	2006	% of Total	2007	% of Total	2008	% of Total	2009	% of Total
Floriculture	115.5	15.2	108.2	14.1%						
Beaches and Parks	4.0	0.5	4.3	0.6%						
Recreation	1.9	0.3	1.6	0.2%						
Marine Related	10.1	1.3	8.2	1.1%						
Restaurants	14.2	1.9	14.6	1.9%						
Commercial	51.6	6.8	50.1	6.5%						
Hotels & Motels	28.8	3.8	30.9	4.0%						
Schools	14.6	1.9	13.9	1.8%						
Multi-Family Dwellings	67.8	8.9	69.0	9.0%						
Residential	407.7	53.5	395.4	51.7%						
Irrigation	41.8	5.5	66.2	8.6%						
Portable Meter Sales	4.0	0.5	2.7	0.4%						
Total Sales	762.1	100	765.2	100.0%						

User Category	2010	% of Total	2011	% of Total	2012	% of Total	2013	% of Total	2014	% of Total
Floriculture										
Beaches and Parks										
Recreation										
Marine Related										
Restaurants										
Commercial										
Hotels & Motels										
Schools										
Multi-Family Dwellings										
Residential										
Irrigation										
Portable Meter Sales										
Total Sales										

Table 6: Comparison of Water Production and Sales in MG

Description	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985
Annual Production	482.2	475.2	355.7	449.5	523.1	502.4	532.2	528.2	589.6	635.0	649.6
Annual Sales	399.4	441.6	322.3	386.3	429.2	449.7	476.3	491.1	526.3	564.9	565.3
Unmetered Water, MG	82.2	33.6	33.4	63.2	93.9	52.7	55.9	37.1	63.3	71.1	84.3
Unmetered Water	17.0%	7.1%	9.4%	14.1%	18.0%	10.5%	10.5%	7.0%	10.7%	11.2%	13.0%

Description	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996
Annual Production	747.9	715.3	614.2	612.9	593.2	479.2	548.4	568.2	583.6	645.8	669.3
Annual Sales	592.4	633.3	554.8	524.2	554.8	434.2	487.1	529.9	562.9	611.8	641.9
Unmetered Water, MG	155.5	82.1	59.4	88.7	38.4	45.0	61.3	38.3	20.7	34.0	27.4
Unmetered Water	20.8%	11.5%	9.7%	14.5%	6.5%	9.4%	11.2%	6.7%	3.5%	5.3%	4.1%

Description	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Annual Production	829.0	746.6	799.3	778.8	916.2	858.1	890.6	892.7	822.7	859.3
Annual Sales	764.6	692.9	765.7	765.4	820.8	810.0	819.4	831.8	762.1	765.2
Unmetered Water, MG	64.6	53.7	33.6	13.4	95.4	48.1	71.2	60.9	60.6	94.1
Unmetered Water	7.8%	7.2%	4.2%	1.7%	10.4%	5.6%	8.0%	6.8%	7.4%	11.0%

*Annual sales includes portable meters from 1997 and on.

**Unmetered water is based on production. Denniston in-plant uses have been subtracted from total production since water never reaches distribution system.

Table 7: Number of Active Service Connections

Active service connections are defined as those for which the water meter has been installed and the customers are being billed. The following tabulation summarizes the number of active service connections as of December 31st for each of the following years.

Year	Number of New Installed Connections	Total Number of Active Service Connections
1970	---	2,264
1971	301	2,565
1972	160	2,725
1973	64	2,789
1974	72	2,861
1975	169	3,030
1976	274	3,040
1977	106	3,410
1978	26	3,436
1979	72	3,508
1980	126	3,634
1981	74	3,708
1982	45	3,753
1983	28	3,781
1984	82	3,863
1985	106	3,969
1986	78	4,047
1987	88	4,135
1988	55	4,190
1989	87	4,277
1990	64	4,341
1991	1	4,342
1992	9	4,351
	-101*	4,250
1993	113	4,364
1994	601	4,964
1995	213	5,177
1996	129	5,306
1997	113	5,419
1998	76	5,495
1999	200	5,695
2000	170	5,865
2001	285	6,150
2002	99	6,249
2003	53	6,302
2004	84	6,058**
2005	46	6,062
2006	27	6,066

*Fire service connections deleted from listing of active water service connections.

**Adjusted to reflect actual active water service connections. Does not include fire service connections.

**Table 8: Annual Comparison of Average Daily Residential Water Usage
(Gallons per Day)**

Year	Average Daily Usage Per Single Family Residence	Production Requirements Per Residence
1975	255	307
1976	271	292
1977	182	201
1978	221	257
1979	249	304
1980	259	289
1981	267	298
1982	261	282
1983	282	316
1984	278	317
1985	271	311
1986	272	343
1987	277	313
1988	236	274
1989	220	265
1990	212	228
1991	167	179
1992	189	204
1993	216	224
1994	202	207
1995	224	235
1996	234	240
1997	251	269
1998	225	239
1999	234	241
2000	227	229
2001	244	270
2002	242	257
2003	244	262
2004	215	230
2005	203	222
2006	199	223

Notes:

- 1) The calculations for 2005 are based on 5,495 single family residential service connections.
- 2) Mandatory water rationing was in effect during portions of 1977, 1978, 1988, 1989, 1990, 1991, 1992 and 1993.
- 3) The change in average usage per residence in 1985 was a result of a reclassification of "residential" and "multiple dwelling" service connections when the new computer billing system was installed.
- 4) The number of single family residential service connections was adjusted in 1993 by the deletion of 101 fire service connections which had been inadvertently included previously.
- 5) The number of single family residential service connections was adjusted (corrected) in 1995 by the transfer of a number of multiple family connections from the single family residential category to the multiple family category.
- 6) The calculations for 2006 are based on 5,448 single family residential service connections.

Table 9: Peak Daily Demand Periods (gpm)

Note: Peak daily demands are calculated as the sum of (1) production from the Nunes WTP, (2) production from the Denniston WTP, and (3) arithmetic sum of the difference in the volume of water contained in the water storage tanks.

Year	Peak Demand	Description
1980	1,400	Several consecutive days in July
1981	1,800	Several consecutive days in June
1982	1,800	Three consecutive days in August
1983	2,230	July 13
	1,990	July 7-16
1984		No significant peaks demands
1985	2,140	August 16
	2,000	Five other days
1986	2,190	May 16
	2,105	May 15-19
	2,085	May 24-27
1987	2,045	August 16
	2,020	July 27, August 7, September 2
1988-1994		No significant peak demands due to water conservation habits resulting from water rationing
1995	1,950-2,000	July 14-19
	1,950-2,000	July 28-29
	1,900	August 18-21
1996	2,010-2,070	June 3-15
	2,050-2,155	June 30-July 2
	2,150	July 6
	2,150	July 22-23
	2,300	August 30-31
1997	3,600	May 17
	3,045	May 18
	3,130	May 19
	2,370	June 19-22
	2,505	June 24-26
	2,795	July 4
	2,985	July 11
	2,790	July 27
	3,025	August 3-5
	2,730	August 15
	2,530	September 24
	2,490	October 5
1998	2,170	June 16-19
	2,430	June 26
	2,260	July 17-21
	2,410	August 1-14
	2,260	September 13

Table 9: Peak Daily Demand Periods (gpm)

Year	Peak Demand	Description
1999	2,195	June 14
	2,100	June 26
	2,203	June 27
	2,214	June 30
	2,280	July 4
	2,306	July 6
	2,369	July 9
	2,429	July 12
	2,467	August 5
	2,645	August 8
	2,448	August 11
	2,761	August 12
	2,087	September 2
	2,057	September 3
	2,148	September 27
	2,182	September 29
	2,019	October 8
	2,094	October 11
	1,949	October 16
	2,053	October 17
2000	1,956	May 1
	1,948	May 6
	2,248	May 21
	1,960	May 22
	2,346	June 13
	2,630	June 14
	2,293	June 15
	2,301	June 18
	2,216	July 7
	2,268	July 13
	2,351	July 14
	2,220	July 26
	2,276	August 5
	2,506	August 12
	2,260	August 21
	2,283	August 25
	2,490	September 7
	2,394	September 17
	2,406	September 18
	2,415	19-Sep
	2,075	October 3
	2,035	October 7
	2,169	October 22
	2,201	October 23

Table 9: Peak Daily Demand Periods (gpm)

Year	Peak Demand	Description
2001	2,379	May 4
	2,347	May 8
	2,331	May 19
	2,291	May 25
	2,705	June 17
	2,755	June 20
	2,635	June 23
	2,744	June 25
	2,176	July 22
	2,549	July 24
	2,301	July 28
	2,284	August 6
	2,367	August 12
	2,267	August 26
	2,371	September 3
	2,125	September 7
	2,318	September 10
	2,195	October 12
	2,336	October 13
	2,163	October 14
2002	2,106	May 11
	2,173	May 12
	2,340	May 15
	2,123	May 17
	2,281	June 6
	2,435	June 10
	2,274	June 15
	2,284	June 16
	2,293	July 2
	2,500	July 10
	2,249	July 11
	2,456	July 25
	2,436	August 9
	2,584	August 10
	2,493	August 11
	2,499	August 13
	2,454	September 3
	2,270	September 14
	2,358	September 21
	2003	2,719
2,565		June 27
2,803		June 28
2,532		June 30
2,710		July 3
2,656		July 8
2,589		July 11
2,758		July 17
2,887		July 20
2,878		August 8
2,690		August 15
2,670		August 23
2,765		August 24
2,778		August 25

Table 9: Peak Daily Demand Periods (gpm)

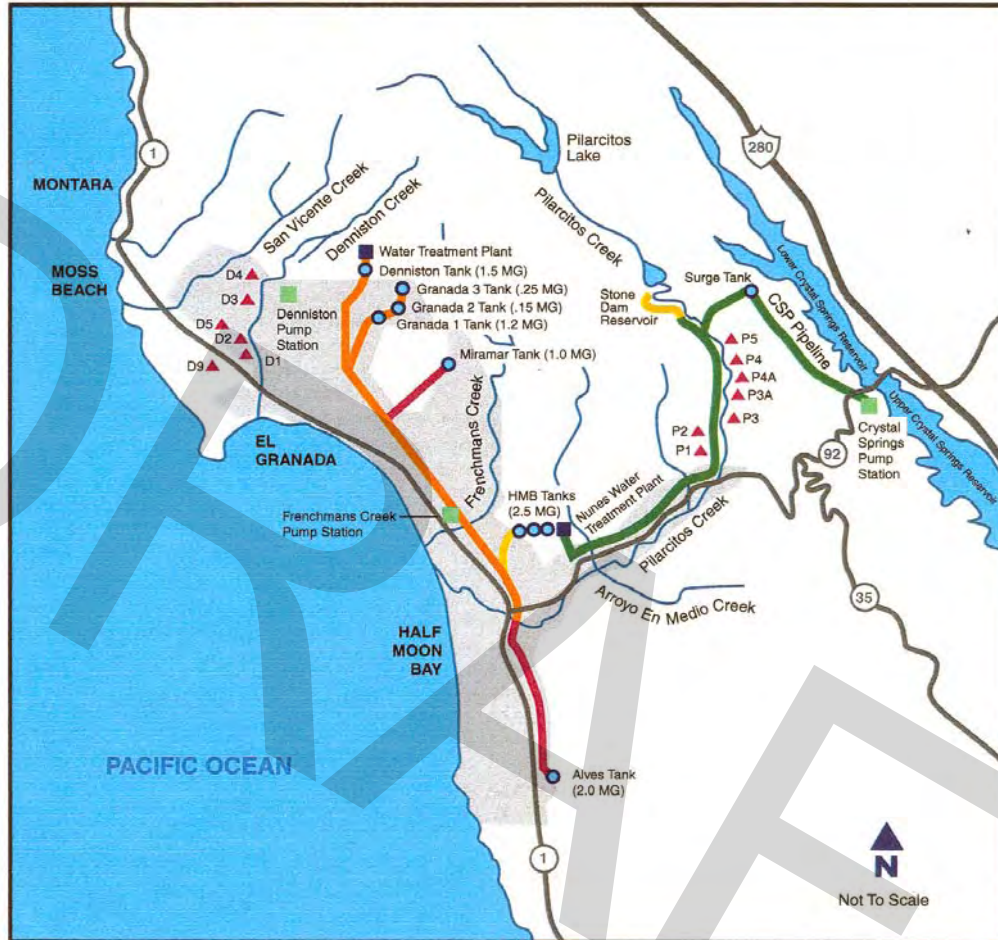
Year	Peak Demand	Description
2004	3,285	September 4
	3,377	September 5
	3,064	September 6
	3,716*	September 7
	3,232	September 11
	3,166	October 12
	3,045	October 14
2005	2,504	September 5
	2,452	September 24
	2,339	September 28
	2,344	October 3
	2,555	October 4
	2,581	November 15
	2,556	November 21
	3,036	November 22
2006	Not available	Not available

*Resulting from a system operational abnormality



Coastside County Water District

Water Supply and Transmission System



4/15/99

DISTRICT INFORMATION

Treatment Water Storage	7.60 MG
Water Treatment Plants	
Nunes	4.5 mgd
Denniston	1.0 mgd
Transmission Pipeline	17 miles
Distribution Pipeline	83 miles

LEGEND

District Boundary	10" Pipeline
Wells	12" Pipeline
Water Storage Tanks	16" Pipeline
Pump Station	18" Pipeline
Water Treatment Plant	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Superintendent of Operations

Agenda Date: 12 June 2007

Date: 5 June 2007

Subject: Operational Report – May 2007

Source of Supply- Pilarcitos Lake, Denniston Reservoir and Denniston Wells #1 & #9 were the main source of supply for the month of April.

Systems Improvement:

Short Term Plant Improvements

The treatment staff met on 31 May to review the final plans for the Denniston WTP phase of the Short Term Improvements. The District Engineer did a fine job and a few minor comments were noted. The STI Team will have met on 8 June to discuss these comments, to receive the final plans for the Nunes phase and to solidify the critical path for construction for the whole project. The new pipeline for the Denniston Tank Modifications phase of the STI project is still slated to go out to bid this month following board approval of plans. See District Engineer's Report.

Automatic Meter Reading Pilot Program

Final reference checks for the various systems available will be complete in June and a recommendation presented to the Board in July.

Crystal Springs Telemetry

We are now back on the hardwire system with the radio system as a backup. This project is now complete and all is working according to plan.

Main Street Project

Please reference the Status Report on Current Major Capital Improvement Projects.

Carter Hill East

The final tie in was made on 8 June and the project is ready to be closed this month.

Facilities Beautification and Enhancement

The following items have been completed this month:

- Weed removal at Nunes and Denniston WTPs
- Treatment Plant housekeeping
- Routine cleaning of all District vehicles

Denniston Well Rehabilitation Project

Denniston Well #1 was put on line on 7 May. PG&E issues at the power pole resulted in a part time run in May. These issues are being resolved this week and we should see a consistent run for this unit in June.

Denniston Well #3 was started 4 June and is running fine so far at 24 gpm. We will step up the flow rate to 35 gpm.

I will be producing change order #4 to have Maggiora Bros start the rehabilitation for Denniston Well #4 in June.

Emergency Generator

The new emergency generator was installed on 16 and 17 May. It has been tested and approved by HMB building inspectors and the Air Quality Control Board. This project is now complete.

Update on Other Activities:

SFPUC Annual meeting with CCWD

Our annual meeting with SFPUC occurred on 9 May (a copy of the agenda follows this report). A few of the meeting highlights included:

Pilarcitos Limnology- They agreed to start sending us a monthly report on their water quality monitoring results from Pilarcitos Lake. We will also review their cryptosporidium sample points to determine if this information is useful for compliance with the Long Term 2 Enhanced Surface Water Treatment requirements.

Pilarcitos Pipeline Repairs – We inquired as to permits or notifications needed to clear out the roadway from our Pilarcitos Well Field to the water meter by the Stone Dam/Crystal Springs Tunnel. We expressed our concern to access the pipeline in the event of a breakage. They did not want it to become a thoroughfare for trespassers. We agreed that we would be free to remove tree falls over the path.

Stone Dam – Although there is no money available to replace the large, ancient valves at the Stone Dam turnout, they will be making required repairs to the dam spillway. In this way they will be better equipped to control water to our outfall.

Integrated Watershed Management Plan- Once the preliminary report becomes available; CCWD will work with SFPUC to develop a plan to manage flows.

Pilarcitos Advisory Board Tour

On 7 May, I participated in a tour of the Pilarcitos Watershed with the Pilarcitos Watershed Restoration Plan Workgroup. The tour consisted of a brief history of the Pilarcitos Reservoir and a walk to Stone Dam and the CCWD turnout. I personally benefited by the networking with members of the PUC, as well as the other stakeholders in the Workgroup. Of special interest was a clarification of the Stone Dam water releases versus that sent to Crystal Springs. Improvements to the Stone Dam spillway will allow for better control of the water released for steelhead. The

majority of this water is made up of flow that formerly went to Crystal Springs Reservoir and should not significantly impact that available to CCWD.

Service Contracts

We will be exploring the use of annual service contracts for chemicals at our treatment plants. At this time we are developing a prototype, which will be reviewed by our attorney in June and hopefully can be applied in August or September. If this is successful, we will apply this concept to other annual services such as laboratory testing, office supplies and inventory.

Denniston Intake

The condition on the lower intake, as well as our inability to drain the reservoir, makes it difficult to assess the repairs required. In order to obtain more immediate safeguards to the high lift pumps, we have ordered Princeton Welding to manufacture a temporary screen to be placed around our high lift pump intake. The long-term solution is to replace the lower, horizontal screen with a similar one with a vertical component. This will be done this summer.

AWWA Hydrant Advisory

On 4 May 2007 AWWA Executive Director Jack Hoffbuhr sent a Public Affairs Advisory to all members warning of possible inquiries on fire hydrant maintenance. A copy of the advisory follows this report. This advisory was resultant from non-operational fire hydrants that were needed to extinguish a large fire that damaged the historic Georgetown Library.

I have inquired with local Fire Chief Clayton Jolley as to their hydrant reliability program. He was pleased to inform me that all hydrants in our service area are checked annually for valve operation and leaks, the valve caps properly lubed and all weeds abated. We, in turn, keep the hydrants painted and looking good.

Well Destruction

At the request of the property owners, staff has been working with the City of Half Moon Bay and San Mateo County to produce the proper paperwork to decommission two CCWD test wells located on their property. The work should be complete in the month of June 2007.

Safety/Training/Inspections

Tabletop Exercise-Pandemic Flu

I attended this training on 4 May at the San Mateo County Health Department in Redwood City. In attendance were hundreds of other county, municipal and special district managers. I have attached some of the training materials that I brought back.

This training was a real eye-opener and got the participants geared to thinking about a world where resources and supplies will be in short supply. The impact of a worldwide influenza pandemic will have enormous impact on our and every community across the globe. We must count on just performing essential services, enact water rationing due to unreliable supplies and personnel to operate the treatment plants and distribution system, and ride out the fiscal impacts of bill non-payment and dwindling reserves.

I will be in touch with the other members of our local community that attended this training to determine the need for further training of our collective staff.

Board Secretary Training

I attended this 2-day training on 22 and 23 May and found it to be most enlightening. I have included the workshop program agenda, following this report.

Overall, the workings of this Board of Directors fares very well and in some cases surpasses the guidelines established for Special Districts. The instruction materials consisted of a hefty manual that is available for perusal.

Treatment Plant Training

Treatment Supervisor Steve Twitchell continued his ongoing treatment plant operator training program with sessions on 15 and 30 May. This training is geared to the Treatment/Distribution Operator to improve their knowledge of the operation of our two water treatment plants and to better troubleshoot problems that may be encountered during off-hours.

Matt Damrosch – Distribution Pump Training

Mr. Damrosch attended a 1-day seminar on distribution system pumps and their operation on 1 May. This is part of the District's on-going efforts to keep our staff trained and certified.

Safety Training

Steve Twitchell, Sean Donovan and myself attended CPR/First-Aid and Defibrillator Training at SAM on 8 May. Arrangements are being made to provide Defibrillator Training to those of the office staff who want it.

Lost Time Accident

Treatment Supervisor Steve Twitchell slipped on a slope leading to Denniston Creek while attending his duties at Denniston WTP on 15 May. He experienced lumbar discomfort the next day and attended the doctor at the end of the day. The doctor released him from duty on 16 and 17 May to recuperate. Steps have been provided at this site.

Department of Health Services

Correspondence

The 2006 Consumer Confidence Report was compiled and sent to DHS for review. This important document will be mailed to our customers by 1 July.

All Employee Meeting

I conducted an All Employee Meeting on Wednesday, May 9, 2007 (a copy of the agenda follows this report).

Annual Meeting

Coastside County Water District

May 9, 2007
Location: CCWD Office
10:00 am

Agenda

- i. Introductions
- ii. Verify Emergency Notification Contact
- iii. Feasibility of a Blending Station for Water from Pilarcitos and Crystal Springs
- iv. Limnology Data
- v. Pilarcitos Canyon Pipeline Protection
- vi. Stone Dam
 1. Plans for Improvements
 2. Releases
- vii. Development of Integrated Watershed Management Plan with the Pilarcitos Restoration Workgroup
- viii. Other Topics



**American Water Works
Association**

Public Affairs Advisory

Government Affairs Office
1300 Eye Street NW
Suite 701W
Washington, DC 20005
T 202.628.8303
F 202.628.2846

HeadQuarters
6666 West Quincy Avenue
Denver, CO 80235-3098
T 303.794.7711
F 303.795.1989
www.awwa.org

The Authoritative Resource on Safe Water®

Public Affairs Advisory

TO: AWWA Leadership
All Utilities

FROM: Jack W. Hoffbuhr

DATE: May 4, 2007

Who:	Media outlets
What:	Possible inquiries on hydrant maintenance
When:	Ongoing, following fire in Washington D.C.

Water utilities should be prepared for possible media inquiries regarding fire hydrant maintenance and communications with fire departments following a three-alarm blaze Monday in Washington D.C. that damaged the historic Georgetown Library.

The Washington Post and other media are reporting that when fire crews arrived to extinguish the flames, two nearby hydrants did not function properly. U.S. Rep. Tom Davis, R-Va., of the House Oversight and Government Reform Committee, is requesting an investigation into the state of emergency preparedness of the District's fire hydrant system.

<http://www.nbc4.com/news/13237228/detail.html?rss=dc&psp=news#>

Media in other cities may be prompted by these reports to investigate the state of local fire hydrants. Water utilities should be prepared to talk about hydrant maintenance schedules and communications channels between water suppliers and local fire departments.

For more information, please contact Greg Kail at 303-734-3410.

###

ALL HYDRANTS CHECKED ANNUALLY
OPEN VALVES, LUBE CAPS, WEED ABATEMENT
TURN IN ANY PROBLEMS TO CCWD FOR REPAIRS
WE PAINT.



PLANNING • PREPARING • PREVAILING

PLANNING FOR AN OUTBREAK OF PANDEMIC INFLUENZA

SAN MATEO COUNTY
HEALTH DEPARTMENT





PLANNING • PREPARING • PREVAILING

San Mateo County Health Department Pandemic Influenza Plan Table of Contents

PANDEMIC FLU TABLETOP DRILL AGENDA.....	3
OVERVIEW.....	4
PURPOSE	4
OBJECTIVES	4
INFLUENZA A INFORMATION	4
PANDEMIC BACKGROUND	4
PLANNING ASSUMPTIONS.....	5
SAN MATEO COUNTY HEALTH DEPARTMENT COUNTY-WIDE PANDEMIC EXERCISE	6
GENERAL INFORMATION	6
EXERCISE ONE	7
EXERCISE TWO.....	8
GLOSSARY	10



Pandemic Influenza Tabletop Drill Agenda

May 4, 2007
8:00am - 1:00pm

Registration & Breakfast		8:00
Welcome	<i>Supervisor Adrienne Tissier</i>	8:30
Introduction	<i>Assistant County Manager David Boesch</i>	8:35
Welcome	<i>Health Officer Dr. Scott Morrow</i>	8:40
Introduction to Exercise 1	<i>Facilitator Regina Phelps</i>	8:45
	<ul style="list-style-type: none">• Format and flow of exercise• Review of narrative #1• News video opening• Exercise 1 <i>Facilitated by Pod Facilitators</i>	8:50
Introduction to Exercise 2	<i>Facilitator Regina Phelps</i>	10:00
	<ul style="list-style-type: none">• Review of narrative #2• News video opening• Exercise 2 <i>Facilitated by Pod Facilitators</i>	10:15
Group debrief	<i>Facilitated by Pod Facilitators</i>	11:30
Working lunch		
	<ul style="list-style-type: none">• Exercise Debrief <i>Facilitator Regina Phelps</i>	12:00
Thank you and next steps	<i>Dr. Scott Morrow</i>	12:50
Conclusion		1:00



Overview

Purpose

The purpose of this tabletop exercise is to bring together public and private community partners to discuss preparedness planning, emergency responses and potential gaps and vulnerabilities in recognizing and responding to an outbreak of Pandemic Influenza.

Objectives

At the end of this exercise, participants will be able to:

1. Identify at least three assumptions in their plans that need to be revised.
2. Identify the method and source of the infection control messages they will communicate to their constituents.
3. Name at least three emergency preparedness/contingency partners outside of their sectors that should be involved in their planning activities.
4. Name one person or organization that they will likely need to contact for resources during an outbreak of Pandemic Influenza, and one person or organization that will likely contact them for resources.

Influenza A Information

Influenza A is a highly contagious respiratory disease. It is spread by droplet nuclei (transmitted during activities such as coughing, sneezing, talking, and breathing). A person infected with influenza virus can be contagious for 24 hours before the onset of symptoms and for seven days thereafter. This makes it extremely easy for the virus to spread rapidly to large numbers of people.

Only the Influenza A virus can cause pandemics. When a major change in either one or both surface proteins of the Influenza A virus occurs, everyone would be susceptible, as this change represents a completely new virus. Since the virus also has the capacity to spread quickly from person to person, a pandemic may develop.

Pandemic Background

An influenza pandemic (or global epidemic) occurs when a new influenza virus appears, against which no one is immune. This may result in several simultaneous epidemics worldwide, with large numbers of people who become ill or die. With the increase in global transport and urbanization, epidemics caused by a new influenza virus are likely to occur rapidly around the world. Pandemics do not occur frequently. The last major influenza pandemic was in 1968.

Since December 2003, however, the highly pathogenic avian influenza (H5N1, the "bird flu") that previously infected only birds, has caused over 270 illnesses in humans and resulted in death to 170 (as of April 5, 2007) – a mortality rate of nearly 60%.



PLANNING • PREPARING • PREVAILING

Planning Assumptions

Current Alert Level - We are currently in Alert Level 3 out of 6.

- Phases 1-3 are for planning. We should be in the final stages of planning.
- Phases 4-6 are for plan execution.

The time interval between stage 3 and 4 is unknown. The time interval between alert levels 4 through 6 may be rapid, ranging from days to weeks to months.

Duration – The pandemic may last anywhere from 9 to 24 months. It will occur as 3 separate waves (or cycles) lasting from 6-18 weeks each. Mortality and morbidity will be highest in the first wave.

Arrival of the Outbreak - The pandemic will arrive with less than six weeks notice.

Personnel - Expect an employee absenteeism rate of approximately 40-50%; employees will either be directly ill or taking care of family members that are ill or fearful of coming to work.

Community Issues - Assume any public gatherings or congregate settings will be closed. Restaurants, malls, theaters and other events are likely to be closed.

Family Issues - Schools and childcare settings are likely to be non-operational.

Inventory/Raw Materials/Supply – Deliveries will be disrupted; transported material will be delayed or unavailable. Assume no re-supply for 6-8 weeks. Stockpiles of essential items need to be developed.

Contractors/Vendors/Consultants – Critical functions carried out by contractors, vendors, or consultants cannot be guaranteed.

Medical treatment/prophylaxis

Vaccine – Not available for at least six months; when available, supply will be short. There will be a priority set of individuals who receive vaccine.

Antivirals – Very expensive and in short supply; no guarantee that they will be effective against the new strain.

Medical care - All levels of medical care, including critical care, may be rationed.

Travel – All modes of transportation may be limited.

Civil Society - Infrastructure will be stressed, but remain functional at a low level.

Surveillance -The Health Department will regularly communicate to partners as to the level of transmission locally.

Source: CDC and World Bank



PLANNING • PREPARING • PREVAILING

San Mateo County Health Department County-Wide Pandemic Exercise

General Information

1. Exercise Type and Scope

- Facilitated tabletop exercise.

2. Exercise Goal

The goal of this exercise is to:

- Assess the current level of pandemic readiness in San Mateo County.
- Assess the status of the group pandemic plans for all organizations within San Mateo County.
- Facilitate discussion between community sectors.

3. Exercise Objectives

- Develop relationships across sections by zone similar to what would be required in a pandemic.
- Develop an understanding of what government can and cannot do during a pandemic – establish realistic expectations.
- Develop understanding of what self-sufficiency means on an individual, organizational and community level.
- Each group needs to identify:
 - o At least three planning points that need revision based on exercise participation.
 - o The communication sources that will be used during a pandemic and the tools that will be used to communicate to their constituencies.
 - o At least three planning partners outside of their sectors that should be included in their plans.

4. Instructions to Participants

- Exercises have the greatest value if they are treated as real. Stay in role the entire time.
- Don't just think about responding to what is coming at you – remember to keep one eye into the future and play the game of "what-if."
- Exercises are for learning; we expect mistakes. The goal is to better understand expectations and assumptions and to develop the plan and learn from the experience.
- Outside resources will not be available to you. You must resolve issues based on the resources you have at your table.
- In order to make this exercise work and to facilitate the learning process, a certain amount of "exercise magic" has been used. We ask you not to debate that something has happened, could have happened, or is available – it just is!
- Questions regarding the exercise should be directed to your group facilitator.

5. Evaluation

The exercise will be evaluated by use of participant written evaluations, the debrief session, and observers comments based on the objectives.



PLANNING • PREPARING • PREVAILING

San Mateo County Health Department County-Wide Pandemic Exercise

Exercise One

1. Artificialities – Exercise One

- Today, May 4, 2007, at 1300 GMT (7:00 a.m., Pacific Time), the World Health Organization announced an alert based on the confirmed emergence of 16 small clusters of documented human-to-human transmission among families in Indonesia. This was initially validated by a Hong Kong laboratory recognized by WHO; in addition, the lab also confirmed 14 more human bird flu cases in Indonesia, including 2 new deaths, which raised Indonesia's total confirmed human bird flu cases to 173, with 95 fatalities. The WHO is advising countries not to panic.
- CDC has forecast that this possible pandemic has the probability of being a serious world-wide outbreak.
 - In addition to the known cases, WHO is awaiting test results on 21 more suspected infections among family members and neighbors of those infected.
- This morning, there are reports of a dozen human cases in Hong Kong being investigated.

2. Narrative – Exercise One

The world has watched anxiously for the past four weeks as the H5N1 virus has spread throughout the domestic and wild bird populations in many parts of the world. Asia has remained “ground zero” for the most cases and rapid spread of the disease. The International Reference Laboratory at VLA-Weybridge today confirmed that the sixteen recent clusters in Indonesia are indeed human-to-human spread. After much initial discussion, the WHO has raised the Pandemic Threat Level to Four at 1300 GMT (7:00 a.m. Pacific Time) today.

- International reaction to the probable emerging pandemic was swift, with immediate closure of all country's borders to anyone coming from Indonesia, or who has flown through Jakarta as a hub city. Passports will be carefully scrutinized at all ports of entry.
- Indonesia has responded by grounding all planes and closing all ports in the country. The Indonesian government is conducting emergency meetings to determine the next steps it is likely to take to thwart the illness.
- Hong Kong is awaiting the results of the dozen possible cases before acting. They are urging citizens to remain calm.
- CNN and MSNBC have already been speculating on potential supply-chain disruption. Crude oil was mentioned as one of the major raw products in the area, and there is already concern about the impact to international oil supplies. The price of crude oil responded by jumping \$15 a barrel. The stock market responded with a sharp 15% drop soon after the pandemic announcement.
- Here in the United States, Congress is meeting to review the pandemic plans. A White House press conference is scheduled for 5:00 p.m. (Eastern Time) today with President Bush and the Director of the Centers for Disease Control, Dr. Julie Gerberding.
- News coverage is extensive, with television, radio, newsprint, and web news sites all running stories on every facet of the H5N1 virus. Most are inaccurate and speculative.
- The anxiety in the country is palpable. The heightened news coverage is accelerating the anxiety.



PLANNING • PREPARING • PREVAILING

San Mateo County Health Department County-Wide Pandemic Exercise

Exercise Two

For purposes of the exercise, today is Thursday, July 26, 2007

1. Artificialities – Exercise Two: There is now a world-wide pandemic

- *Artificialities*
 - o CDC has established that this is a severe pandemic.
 - o The flu crisis evolved quickly since May 4, 2007, since the pandemic began to unfold.
 - o The pandemic really began to spread after numerous attempts to contain the spread of the illness failed, with small villages having widespread flu outbreaks in the areas of Duri, Indonesia. The number of cases in that area rose to 575, with 238 deaths. The median age of those who fell ill was 29 years old.
 - o On June 1, 2007, a world-wide pandemic was declared when it was confirmed that the flu had spread to several regions of the world, and there was no stopping a global spread of the disease.
 - o The Pandemic Influenza strain was identified in San Mateo County on June 26, 2007.
 - o Today is Thursday, July 26, 2007.
- *As of today, these are the statistics:*
 - **Worldwide Spread** – Est. 89,100,000 infected; 5,346,000 dead (6% case mortality rate)
 - **Domestic Spread** – 2,013,000 infected; 80,520 dead (4% case mortality rate)
 - **California Spread** – 130,160 infected; 5,206 dead (4% case mortality rate)
 - **San Mateo County** – 6,200 infected; 130 dead (2% case mortality rate)

2. Narrative – Exercise Two

The world, the United States, and the Bay Area are one month into the pandemic, in the middle of “hunker down” mode. For all intents and purposes, we are closed.

- *World Status:*
 - o Borders are closed. Commercial plane flights have been cancelled, with stranded travelers still “trapped” in foreign countries, unable to get home.
 - o There are food and supply shortages in most regions.
 - o There is a tremendous amount of anxiety throughout the world.
 - o Financial analysts are saying we are in a severe worldwide recession, and are predicting a depression.
 - o There is a worldwide shortage of different types of supplies due to port closures, border closures, and a shortage of critical workers. The global just-in-time (JIT) delivery system made this situation even more severe.
 - o Health care systems across the globe have been stressed, first with the worried well and later with those who actually had the flu. There are shortages of health care professionals, equipment, hospital beds, and medication.



- United States Status:
 - o The United States borders were closed when the pandemic was announced.
 - o Airlines have cancelled commercial flights. Currently, the only flights allowed are cargo and military planes.
 - o Amtrak and other forms of commercial transit have been closed.
 - o There is a booming business in black market antivirals and counterfeit medication.
 - o There is a tremendous amount of speculation as to the long-term financial impact of the pandemic on the US and world economy. Many experts are saying we are in a severe global recession that is likely to last at least another 9 to 15 months.
 - o Citizens around the country stockpiled food and medical supplies early on when they heard stories of supply chain disruption in the press. Even those with ample storage space, though, are beginning to run out.
 - o There is a tremendous amount of anxiety fueled by news stories of escalating deaths in the affected nations.
 - o The United States military and National Guard were used to prepare for a domestic response to the pandemic, instituting quarantine in the first areas of the US struck by the flu. This response did not prevent the flu from spreading in the US, but simply "bought time" for communities to prepare.

- Bay Area Status:
 - o Public gathering places, such as theaters, restaurants, malls, and sporting arenas, were closed in early June. Conventions and regional meetings were cancelled through the next six months. Hotels are reporting 20% occupancy rates.
 - o Many firms require employees to work at home.
 - o As of mid-June, anyone using the remaining public transit has been required to wear a mask.
 - o There was a rush to purchase masks, disinfectants, flu and cold medications when the public stocked up in May. Most store shelves are now completely bare of these products.
 - o K-12 schools have been closed. They are assumed to remain closed until the fall. Childcare facilities (infant through preschool age) are closed for an indefinite period of time.
 - o The health care system has been over-stressed with walking-worried well, those with cold and flu symptoms, and those who have contracted the flu. Antiviral medication is in short supply.
 - o There is concern about the impact of the disease on critical workers such as medical professionals, fire, police, and the military. Antiviral medication is being dispensed to those workers and their families via their employers.

- San Mateo County Status:
 - o San Mateo County is in "Stage Red."
 - o The Health Officer has ordered school closures and social distancing.
 - o County and City Government operations are limited to essential services only.
 - o Major employers have staff working in virtual offices; freeway traffic is light.
 - o Gasoline is rationed with priority given to essential government services.
 - o Occasional blackouts of electricity are occurring.



Glossary

- **Antivirals:** A type of drug that interferes with the ability of a virus to replicate in the human body. This class of medication is given as a prophylactic to prevent infection. Once symptoms appear, it is also used to prevent the illness from progressing.
- **Broad-spectrum:** Effective against a wide range of organisms.
- **Categorization:** Placing staff into four groupings to assist in the develop of business pandemic plans:
 - Category One: Performs a mission-critical activity and must be at work.
 - Category Two: Performs a mission-critical activity and may work remotely (i.e., from home).
 - Category Three: Does not perform a mission-critical activity, but the activity could be done remotely (i.e., from home) if feasible (sufficient bandwidth) or possible (has the necessary equipment).
 - Category Four: Does not perform a mission-critical activity, and the activity cannot be done remotely (for example, a mail room clerk or shipping attendant).
- **Disinfectant:** An agent that frees from infection, such as a chemical that destroys vegetative forms of harmful microorganisms.
- **Droplet nuclei:** Small particles (1 to 5 microns) that are discharged when a person breathes, speaks, coughs, or sneezes. The cause of infection in respiratory illnesses.
- **Epidemic:** An illness affecting, or tending to affect, an atypically large number of individuals within a population, community, or region at the same time.
- **Hemagglutinin (H):** Protein on the outer surface of the virus that helps the virus attach to respiratory cells.
- **Incubation:** The provision of proper conditions for growth and development of microorganisms, or the period of time from when a pathogen enters the body to the time the first signs and/or symptoms appear.
- **Influenza:** An acute, highly contagious respiratory virus disease, characterized by sudden onset, fever, prostration, severe aches and pains, and progressive inflammation of the respiratory mucous membrane. It is often used with the letter *A*, *B*, or *C* to denote disease caused by a virus of a specific one of the three genera.
- **Neuraminidase (N):** Protein on the outer surface of the virus that helps the virus penetrate into the cells once it is attached.
- **Pandemic:** Disease outbreak occurring over a wide geographic area and affecting an exceptionally high proportion of the population.
- **Social distancing:** Technique used to minimize close contact among persons in public places, such as work sites and public areas. It involves keeping people at least 3 to 6 feet apart.
- **Universal precautions:** A set of standard procedures required to achieve a basic level of infection control, and which are recommended best practices. They include good hygiene practices such as washing hands, the use of protective barriers (i.e., gloves and masks) when dealing with a potential infectious agent or person, and appropriate handling and disposal of contaminated or infectious waste.
- **Vaccination:** Suspension of killed or attenuated organisms administered for prevention or treatment of infectious diseases.

Phase	County of San Mateo Health Department	All Agencies and Organizations
<p style="text-align: center;">GREEN</p> <p style="text-align: center;">Little or no human transmission</p> <p style="text-align: center;"><i>(Preparation Phase)</i></p>	<ul style="list-style-type: none"> • Monitor status worldwide • Monitor status locally • Assist general public to become self-sufficient • Establish close working relationships with businesses, local communities and community-based organizations • Design exercises and drills • Ensures communication systems are in place to support: <ul style="list-style-type: none"> - Alert notifications - Disease surveillance, contact tracing - Tracking vaccine and antiviral supplies - Monitoring vaccine and antiviral adverse events - Tracking hospital resources and needs. 	<ul style="list-style-type: none"> • Begin pandemic flu planning using Health Department guidelines • Review and update existing emergency plans and procedures • Ensure essential services are identified • Ensure essential supplies necessary to provide essential services are available (stockpile) • Identify how essential services will be delivered with when there are shortages of key personnel and essential supplies • Develop communication mechanisms with vendors and partners • Regularly update staff about situation • Train staff on their role in an emergency • Participate in exercises and drills • Issue PPE (masks) to selected staff
<p style="text-align: center;">YELLOW</p> <p style="text-align: center;">Limited to moderate human transmission</p>	<ul style="list-style-type: none"> • Communicate change in status to the public • Implement phased public health legal strategies- Individually based isolation/quarantine orders, selected school and business closures, limitation of public gatherings • Monitor status worldwide • Monitor status locally • Begin disease surveillance, contact tracing • Track vaccine and antiviral supplies • Monitor vaccine and antiviral adverse events • Track hospital resources and needs. 	<ul style="list-style-type: none"> • Cooperate with Health Department (HD) instructions • Communicate change in status to all staff • Prepare to perform essential services only • Increase use of telecommuting and social distancing strategies • Distribute PPE to assigned personnel • Ensure staff understand self-protection strategies • Encourage use of surgical masks, basic respiratory hygiene strategies, and social distancing

Phase	County of San Mateo Health Department	All Agencies and Organizations
<p style="text-align: center;">RED</p> <p style="text-align: center;">Extensive risk of human transmission</p>	<ul style="list-style-type: none"> • Communicate change in status to the public • Implement full scale public health legal strategies- Individually based isolation/quarantine orders, selected school and business closures, limitation of public gatherings • Monitor status worldwide • Monitor status locally • Continue disease surveillance, contact tracing • Track vaccine and antiviral supplies • Monitor vaccine and antiviral adverse events • Track hospital resources and needs. 	<ul style="list-style-type: none"> • Initiate response plans • Follow HD instructions • Communicate change in status to all staff and clients • Perform essential services only • Maximize telecommuting option • Deploy PPE to assigned personnel • Ensure staff follows self-protection strategies
<p style="text-align: center;">BLACK</p> <p style="text-align: center;">Uncontrolled and uncontrollable transmission</p>	<ul style="list-style-type: none"> • Communicate change in status to the public • Enforce full scale public health legal strategies-Individually based isolation/quarantine orders, selected school and business closures, limitation of public gatherings • Minimal, if any, government service will be available • Only austere medical care will be available • Monitor status worldwide • Monitor status locally • Continue disease surveillance, contact tracing • Track vaccine and antiviral supplies • Monitor vaccine and antiviral adverse events • Track hospital resources and needs. 	<ul style="list-style-type: none"> • Follow HD instructions • Communicate change in status to all staff and clients • Perform essential services, if possible • Ensure staff follows self-protection strategies • Maximize telecommuting option • Communicate to staff that they are on their own and should not expect any outside assistance

Tues May 22
Wed May 23

California Special
Districts Assoc.

Special District Board Secretary Training and Forum

The board secretary in a special district plays a multi-faceted role that is also one of the most highly visible in the district. Board members, the public and the staff turn to the board secretary as a resource for information and assistance.

Far from simply performing an administrative function, the board secretary must ensure the district's compliance with extensive legal requirements, handle contentious situations, respond to the needs of board members and the public, document board activities and decisions, and meet multiple deadlines.

Workshop participants will learn how to:

- Ensure all legal requirements are being met
- Implement a comprehensive records retention policy
- Adopt ordinances and resolutions
- Create effective and usable minutes
- Document a decision, or failed motions
- Implement parliamentary procedures
- Develop customer service and public relations skills
- Meet the requirements of the Ralph M. Brown Act
- Meet the requirements of the Public Records Act

This two-day workshop also offers attendees an opportunity to network and learn with one another.

Workshop Format

This workshop is highly interactive and structured so you can ask the questions you need answered for your district. You'll learn from presentations, case studies and other media. You'll also receive a book with useful and practical information for application back on the job.

Faculty

David McMurchie, JD, McMurchie Law

David McMurchie is the managing partner of the Public entity Department of the firm of McMurchie Law. Mr. McMurchie has twenty-four years of experience in representing various types of special districts including water, community services, cemetery and recreation and park districts. Mr. McMurchie also serves as general counsel for the California Special Districts Association comprising more than 900 special district members and the California Association of Recreation and Park Districts.

David Aranda, General Manager/Board Secretary,

Stallion Springs Community Services District

Over the past nine years David Aranda has been intimately involved with independent special districts. He serves as general manager for Stallion Springs Community Services District and currently sits as Board Chair for a joint powers authority and an associate director for a resource conservation district. He was a member of the CSDA Board of Directors for seven years, and has served as the president of the Special District Leadership Foundation since its inception in 1999. He currently serves as CSDA's education chair has been instrumental in developing CSDA's Special District Governance Academy. David earned his designation as Special District Administrator (SDA) in 2001.

PROGRAM AGENDA

Workshop Agenda – Day One

9:30 – 10:00am	Registration
10:00 – 10:30am	Welcome and Introduction Origins of the board secretary position and the statutes that define its function.
10:30 – 12:00pm	Communication with your Board <ul style="list-style-type: none">• Confidentiality role• What happens if something goes wrong?• What does the board expect from the board secretary?• Dealing with inappropriate board members
12:00– 1:00pm	Lunch
1:00 – 4:00pm	Brown Act: What is an open meeting and why is it so important to my District? <ul style="list-style-type: none">• Meetings• Closed sessions• Notice and agendas• Rights of the public• Remedies• Records retention

Workshop Agenda – Day Two

8:00 – 8:30am	Registration
8:30 – 9:45am	Board meeting environment: What does all the protocol mean? <ul style="list-style-type: none">• Implementing parliamentary procedures• Sequence for an agenda item• Time management• Establishing protocols to deal with difficult situations and how to implement them?
9:45 – 11:00pm	Getting the district's new board members up to speed <ul style="list-style-type: none">• Content of a new board member packet and orientation

	<ul style="list-style-type: none">• Training
11:30 – 12:30pm	Lunch
12:30 – 2:30pm	Minutes/Agendas <ul style="list-style-type: none">• Create effective and usable minutes• Document decisions, actions and failed motions• Motion and roll call• Action items• Closed sessions• Development• Public Records issues

REGISTER FOR THIS EVENT!

Select: ▼

Coastside County Water District

Employee Meeting – Wednesday – May 9, 2007 – 8:00 a.m.

Introduction from President Jim Larimer

1. Update on General Manager Recruitment
2. Request to abandon and decommission 2 test wells in Lower Pilarcitos Area
3. Discussion of Draft Operations & Maintenance and Capital Improvement Program Budget
4. Appointment of Joe Guistino as Acting General Manager/District Secretary
5. Status Report on El Granada Phase 3 Pipeline Replacement Project provided by District Engineer (*attachment*)
6. Status Report on Capital Improvement Projects (*attachment*)
7. Discussion of CCWD Organizational Structure (*attachment*)

Superintendent of Operations

- Monthly Report (*attachment*)
- Possible direction regarding an automated meter-reading program – (*attachment*)
- Safety – including *2007 Calendar*

Public Outreach/Program Development/Water Resources Analyst

- Monthly Report (*attachment*)

Office Manager's Report

- District Purchase Order Policy (*attachment*)
- CalPERS 2007 Retirement Planning Fairs – (*attachment*)
- CalPERS Long-Term Care Program – Application Period – April 1 – June 30 (*attachment*)

Questions, Comments, Concerns

Adjournment

7 June 2007

Ms. Thuy Van Nguyen
State of California
Department of Health Services
Drinking Water Field Operations Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403

Reference: May 2007 Monthly Report

Dear Ms. Nguyen:

Enclosed are the following reports for **May**.

Distribution System:

- 26 Total Coliform samples completed and all ABSENT
- Quarterly Disinfection Byproducts Report – TTHM
- Quarterly Disinfection Byproducts Report - HAA5

Nunes Water Treatment Plant:

- Nunes Monthly Summary of Monitoring for SWTR (page 1, 2 and 3)
- Monthly Iron for **May**
- CT Compliance spreadsheet for **May**
- Individual Filter Monitoring Report (1 page)

Denniston Water Treatment Plant:

- Denniston Monthly Summary of Monitoring for SWTR (page 1, 2 and 3)
- Monthly Iron, Manganese and Aluminum Report for **April**
- Monthly Iron, Manganese and Aluminum Report for **May**
- CT Compliance spreadsheet for **May**
- Individual Filter Monitoring Report (4 pages)

If you have any questions with the reports submitted or would like additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

Joe Guistino
Superintendent of Operations
Coastside County Water District
650 726 4405
jguistino@coastsidewater.org

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: June 12, 2007

Report Date: June 6, 2007

Date:

Subject: District Engineer Work Status Report

Recommendation:

None. The agenda item is informational.

Background:

The Board of Directors has requested a monthly status report from the District Engineer on his activities.

Work Performed Since Last Board Meeting

Work performed since the last Board of Directors meeting includes:

- Water Treatment Plant Short-Term Improvements. Engineering work is continuing.
- Phase 3 El Granada Pipeline Replacement Project: Work continued on coordinating the work of the consultants involved in preparation of the additional submittal documents required for compliance with the conditions of the CDP's and as required by the Caltrans letter of response to the District's encroachment permit application.
- Engineering Advice. Provided the District staff with advice on an as-requested basis on engineering-related topics.

Current Work Assignments:

A description and status report on the District Engineer's current work assignments follows:

1. Preparation of Design Contract Documents for Phases IIIA and IIIB of the El Granada Transmission Pipeline Replacement Project. See separate staff report.
2. SCADA System Replacement. The District Engineer has begun work on the study for replacement of the existing SCADA (Supervisory Control and Data Acquisition) system. The study will provide recommendations for the new system including cost. This work will be performed in conjunction with the work for the WTP Short-Term Improvements since it requires extensive coordination with the WTP operating staff and the final decisions regarding the short-term improvements.

3. Short-Term Improvements at Nunes & Denniston WTPs. The District Engineer has begun preparation of the plans and specifications for these projects:

Denniston WTP Improvements:

- A. Denniston Storage Tank Modifications Project. A decision has been made to construct the modifications to the Denniston storage tank and the new tank inlet pipeline first. Teter has completed the Contract Documents, and the review of these documents by both the District staff and Department of Health Services has been completed.
- B. Denniston Water Treatment Plant Improvements. Teter has completed his final Contract Drawings. Following final review by the water treatment plant operating staff, a structural engineer will be retained for design of the minor modifications to the treatment plant walls and floor.

Nunes WTP Improvements:

Teter is preparing his final Contract Drawings, which will be completed within the next few weeks. Following review by the water treatment plant operating staff, structural engineer will be retained for design of the concrete chemical containment walls.

Fiscal Impact:

1. El Granada Transmission Pipeline Replacement Project Phases IIIA & IIIB. The current fiscal year Capital Improvement Program contains funding for engineering design work for this project (See the C.I.P. report included elsewhere in the Board meeting packet).
2. SCADA System Replacement. The FY 06/07 Capital Improvement Budget contains \$20,000 for the SCADA system replacement study.

3. Short-Term Water Treatment Plant Improvements. The FY 06/07 Capital Improvement Budget contains funding for this project.

Schedule for El Granada Transmission Pipeline Replacement Project

- | | |
|--|-------------------------|
| A. El Granada Pipeline Phases 3A & 3B: | |
| Complete predesign services (surveying & photogrammetry) | February, 2005 |
| Complete preliminary engineering design | March 3A, June 3B, 2005 |
| File CDP application for Phase 3A | October, 2005 |
| File CDP application for Phase 3B | December, 2005 |
| Obtain CDP's | Sept., 2006 |

Note:

For the continuation of this schedule, see the Separate staff report entitled "Phase 3 El Granada Pipeline Project Status Report".

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: June 12, 2007

Report Date: June 6, 2007

**Subject: Phase 3 El Granada Pipeline Replacement Project
Status Report**

Recommendation:

None. The agenda item is informational.

Background:

The District has obtained the two Coastal Development Permits required for the project, but there is still a substantial amount of work to be completed before field construction work can begin. The major items remaining to be completed are (1) compliance with the submittal requirements of the conditions contained in the Coastal Development Permits, (2) obtaining an Encroachment Permit from Caltrans, the City of Half Moon Bay, and the County of San Mateo, and (3) obtaining easements over 2 areas of the project where the pipeline will be located within private property.

From the viewpoint of the District Engineer, the work to be completed prior to the beginning of construction may be divided into 3 categories (1) work that must be completed prior to advertising for bids, (2) work that must be completed prior to opening the bids, and (3) work that must be completed prior to beginning field construction excavation.

Category 1 Work Items (Prior to Advertising for Bids)

Category 1 work items are defined as preparation of documents that must be included in the initial set of Contract Documents (plans and specifications) that are distributed to bidders:

1. Resubmittal of Documents for Caltrans Encroachment Permit.
The District submitted an application for an Encroachment Permit to Caltrans on September 29, 2006 and received a letter of review comments on November 1, 2006 which required that the following additional information be provided before the application would be considered complete:
 - A. Submittal of the SWPPP and dewatering plan. EIP Associates is preparing the Storm Water Pollution Prevention Program and dewatering plan. The project manager, George Burwasser states that the report is nearing completion, and he estimates that copies of the final report will be available for District use on June 20, 2007.
 - B. Submittal of Shoring Plans for Excavation over 5 feet in depth. The shoring design work is being performed by J.M. Turner Engineering, Inc. Their design work is complete except for transferring the drawing information onto the project design sheets.
 - C. Submittal of profile drawings for the entire pipeline length. The required survey work for was performed by Towill, Inc. Teter has completed preparation of the profile sheets.

Summary: The work required by the Caltrans letter dated November 1, 2006 is nearing completion. Resubmittal to Caltrans is expected on or about June 25, 2007. Review and Issuance of the Encroachment Permit is expected to require 6 To 8 weeks.

Category 2 Work Items (Prior to Opening of Bids)

Category 2 items are those which affect the contractors' bid prices. The encroachment permits issued by public agencies contain conditions (such as allowable working hours) which affect the bid prices, and therefore these conditions need to be provided to the bidders prior to the opening of the bids. If it is the decision of the Board of Directors to begin the advertising for bids process prior to the encroachment permits being issued, the encroachment permits will be provided to the bidders by addendum prior to the bid opening date.

- A. Encroachment Permit from Caltrans (see above).
- B. Encroachment Permit from the City of Half Moon Bay. The application will be submitted sometime after July 1, 2007 following final completion of the project drawings and the Storm Water Pollution Prevention Program.
- C. Encroachment Permit from the County of San Mateo. Condition 5 of the CDP issued by San Mateo County requires that prior to issuance of the encroachment permit from San Mateo the applicant shall obtain an easement from the County Real Properties Division for the portion of the pipeline crossing the Mirada Surf property. The easement description has been prepared, and Tony Condotti is working with the County Real Properties Division on the easement agreement. The application for the encroachment permit will be submitted sometime after July 1, 2007 following final completion of Storm Water Pollution Prevention Plan.
- D. Easement from San Mateo County across the Mirada Surf Property. See Item C above.

Summary: All of the encroachment permits are expected to have been obtained by August 17, 2006. They would then be issued to the bidders by Addendum.

Category 3 Work Items: (Items to be Completed Prior to Beginning of Field Construction). Category 3 items consist of other submittals and work items required to be completed prior to beginning of field construction work.

- A. Archeological Report. This report is required by a condition contained in Coastal Development Permits obtained from the City of Half Moon Bay and from San Mateo County. The report must conform to the requirements of Caltrans. Matthew Clark of Holman Associates is preparing this report. His work plan proposes the excavation of trenches (6' deep by 2' wide by 8' long) at 17 locations along the pipeline route, 15 of which are within the Caltrans right of way area. The application for the Encroachment Permit from Caltrans for this excavation work has been filed. Mr. Clark will proceed with preparation of his report following completion of the excavation work.
- B. Stream Alteration Permit from State Fish & Game Department. George Burwasser of EIP Assoc. is preparing the application and expects to file it about July 1, 2007. Since the project does not involve any stream alteration work (the pipelines under the creeks will be constructed by the jack and bore method) the issuance of the permit should be a routine matter.
- C. Easement Across APN 048-021-130. The existing 10 inch diameter pipeline to be abandoned crosses over this parcel within an existing easement. An additional, parallel easement for the new pipeline would be desirable, but it may also be possible to install the new pipeline within the existing easement. Tony Condotti has been working on this issue and will report directly to the Board of Directors regarding it.

Summary: Currently none of these items need necessarily be completed prior to start of construction, although Caltrans may modify their requirements to include submittal of the archeological report to them prior to their issuance of the Encroachment Permit. Work on each item has begun, and there are no reasons currently known that award of a construction contract will be delayed by any of them.

Project Schedule:

Based on the above description of the work to be completed, an aggressive and optimistic current schedule for the project is as follows:

Resubmit application to Caltrans for Encroachment Permit	June 25, 2007
Begin Advertising for construction bids	July 18, 2007
Receive Caltrans Encroachment Permit	Aug. 17, 2007
Issue Addendum to bidders containing the Caltrans Encroachment Permit, the City of Half Moon Bay Encroachment Permit, the County of San Mateo Encroachment Permit, and any other items of project requirements resulting from the archeological report and other submittals to public agencies.	Aug. 25, 2007
Open Bids	Sept. 4, 2007
Award Contract	Sept. 11, 2007
Issue Notice to Proceed	Oct. 1, 2007
Complete Construction	Summer 2008

Fiscal Impact:

Funding for the Phase 3 El Granada Pipeline Replacement Project is included in the 2006/07 Capital Improvement Program budget.

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: June 12, 2007

Report June 6, 2007

Date:

Subject: Denniston Storage Tank Modifications Project

Recommendation:

Approval of Resolution No. 2007-05 prepared by District legal counsel, approving the plans and specifications and calling for bids for project construction.

Background:

The project construction for the Short Term Water Treatment Plant Improvement Project has been divided into 2 phases: (1) the Denniston Storage Tank Modifications Project, and the (2) Nunes and Denniston WTP modifications project.

The project plans and specifications for the Denniston Storage Tank Modifications Project have been completed, and these documents have also been reviewed and approved by the District staff and the State Department of Health Services.

The purpose of the project is improved water quality provided to the District's customers from the Denniston storage tank. Currently because there is only one pipeline from the Denniston WTP to this storage tank water often flows from the WTP directly into the

STAFF REPORT

Agenda: June 12, 2007

Subject: Denniston Storage Tank Modification Project

Page Two

distribution system without flowing through the storage tank which has the potential to result in longer than optimum detention time for the water in the tank. The primary purpose of the project is to construct a second pipeline from the WTP to the storage tank so that all of the treated water from the treatment plant will flow through the tank (in through the new pipeline; out through the existing pipeline) resulting in improved water quality for the District's customers and improved compliance with State Department of Health Services regulations (improved chlorine contact time). Also included in the work is repainting the entire exterior of the storage tank.

The project is being put out to bid at this time to enable construction of the new pipeline up the hill from the water treatment plant to the storage tank prior to the beginning of the rainy season. The storage tank modifications cannot begin until January 2008 when the water requirements for domestic and fire protection are lowest and the tank may be safely taken out of service for the piping modifications.

Fiscal Impact:

The District Engineer's estimate of the project construction cost is \$850,000. Funds for the Short Term Water Treatment Plant Improvement Project are included in the FY 07/08 Capital Improvement Budget.

RESOLUTION NO. 2007-_____

**APPROVING PLANS AND SPECIFICATIONS AND
CALLING FOR BIDS FOR THE DENNISTON
STORAGE TANK MODIFICATIONS PROJECT**

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, District Engineer, James S. Teter, has prepared Plans and Specifications for the Denniston Storage Tank Modifications (the “Project”); and

WHEREAS, the Project consists of construction of piping modifications to an existing 1.5 million gallon potable water storage tank, interior coating of the new piping materials added to the storage tank, exterior recoating of the entire storage tank which is 75 feet in diameter by 47 feet high, and construction of approximately 600 feet of 12 inch diameter ductile iron pipeline. The work is located within property owned by the District, located approximately 1 mile east of the intersection of State Highway 1 and the entrance road to the Half Moon Bay Airport.; and

WHEREAS, the Superintendent of Operations has examined and found said plans to be satisfactory and has recommended that they be approved; and

WHEREAS, the District, as the lead agency for the Projects, has determined that the foregoing project is categorically exempt from the requirements of the California Environmental Quality Act.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The plans and specifications prepared by James S. Teter for the Project are approved and adopted.
2. The Superintendent of Operations, or his designee, is hereby directed to publish a notice inviting sealed proposals for the doing of said work of improvement, in accordance with said plans and specifications and the District’s Policies and Procedures for Awarding of Contracts.
3. Pursuant to Section 1773 of the Labor Code of the State of California, the District has obtained from the Director of the Department of Industrial Relations the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work for each craft, classification, or type of workman required to construct said improvements. A copy of said prevailing rate of per diem wages is on file in the office of the District, to which reference is hereby made for further particulars. Said prevailing rate of per diem wages will be made available to any interested party upon request, and the successful bidder shall post a copy thereof at the job site.

PASSED AND ADOPTED this 12th day of June, 2007, by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

Jim Larimer, President
Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Anthony P. Condotti, Legal Counsel

Agenda: June 12, 2007

**Subject: CONSIDER APPROVAL OF GRANT DEED TRANSFERRING
PROPERTY PURSUANT TO LOT LINE ADJUSTMENT
APPROVED BY BOARD OF DIRECTORS IN 1983**

Recommendation:

Discuss and approve attached resolution.

Background:

In 1948 the District acquired two lots in El Granada at the intersection of Isabella Road and San Clemente Road from Mervin and Linza Rathborne (Lots 14 and 15 of Block 17, El Granada Highlands Subd.) where a District tank site is now located. In 1983 the District and Langston Bowen, owner of the adjacent parcel (Lot 13) jointly applied for and obtained a lot line adjustment from the County of San Mateo, pursuant to which Bowen was to acquire a small (160 sf) rectangular portion of the District property, located generally near the center of the common boundary between the District's and Bowen's property.

Normally, what occurs in a boundary adjustment process is that, upon approval by the Planning Department, a grant deed is executed to formally transfer the property in official County records. In this instance the normal process was not followed. As a result, the lot lines do not correspond with the parties' respective ownership interests. Lot 13 is now being sold by the successor trustee of the Bowen trust, and escrow is scheduled to close July 3rd. The property owner and title company are requesting that the District relinquish any interest in the property that was affected by the lot line adjustment. A proposed grant deed and adopting resolution are attached for the Board's consideration.

Fiscal Impact:

None.

RESOLUTION NO. 2007-___

APPROVING GRANT DEED TO STEVE HERVEY, SUCCESSOR TRUSTEE TO

BOWEN FAMILY TRUST, U/T/D 5/31/94 OF A PORTION OF LOTS 14 AND 15,

BLOCK 17, EL GRANADA HIGHLANDS

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, in 1983, the District, owner of that certain real property described as Lots 14 and 15 in Block 17, El Granada Highlands, El Granada (“CCWD Parcel”) and Lang Bowen, owner of adjacent Lot 13 (“Bowen Parcel”), sought and obtained approval of a lot line adjustment for their shared property boundary; and

WHEREAS, the parties never completed the lot adjustment process by executing necessary grant deed conveying an approximately 160 square foot rectangular portion of the CCWD Parcel to the Bowen Parcel.

NOW, THEREFORE, be it resolved that the Board of Directors of the Coastsides County Water District hereby approves the grant deed between the Coastsides County Water District and Steve Hervey, Successor Trustee of the Bowen Family Trust, U/T/D 5/31/94 as to a portion of Lots 14 and 15, of Block 17, El Granada Highlands, attached hereto and incorporated herein by reference, and authorizes and directs the Board President to execute the same on behalf of the District.

REGULARLY PASSED AND ADOPTED this ___ day of June, 2007, by the following

vote:

AYES:

NOES:

ABSENT:

Jim Larimer
President, Board of Directors
Coastsides County Water District

ATTEST:

Secretary of the Board of Directors

RECORDING REQUESTED BY:

Old Republic Title Company

ORDER #: 0353002954-AB

APN #: 047-171-040

WHEN RECORDED MAIL TO

SPACE ABOVE THIS LINE FOR RECORDERS USE

Grant Deed

The undersigned grantor(s) declare(s):

Documentary transfer tax is \$0.00 Deed recorded for clarification purposes

() computed on full value of property conveyed, or

() computed on full value less of liens and encumbrances remaining at time of sale.

(X) Unincorporated area: () City of

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,
Coastside County Water District

hereby GRANT(S) to

Steve Hervey, Successor Trustee of the Bowen Family Trust, U/D/T dated 5/31/94

that property in Unincorporated area of San Mateo County, State of California, described as follows:
See "Exhibit A" attached hereto and made a part hereof.

Mail Tax Statements to Grantee at address above

Date June 05, 2007

Coastside County Water District

State of _____

County of _____

By: _____

On _____ before me,

_____ a Notary Public in and for said State, personally appeared

_____ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature _____

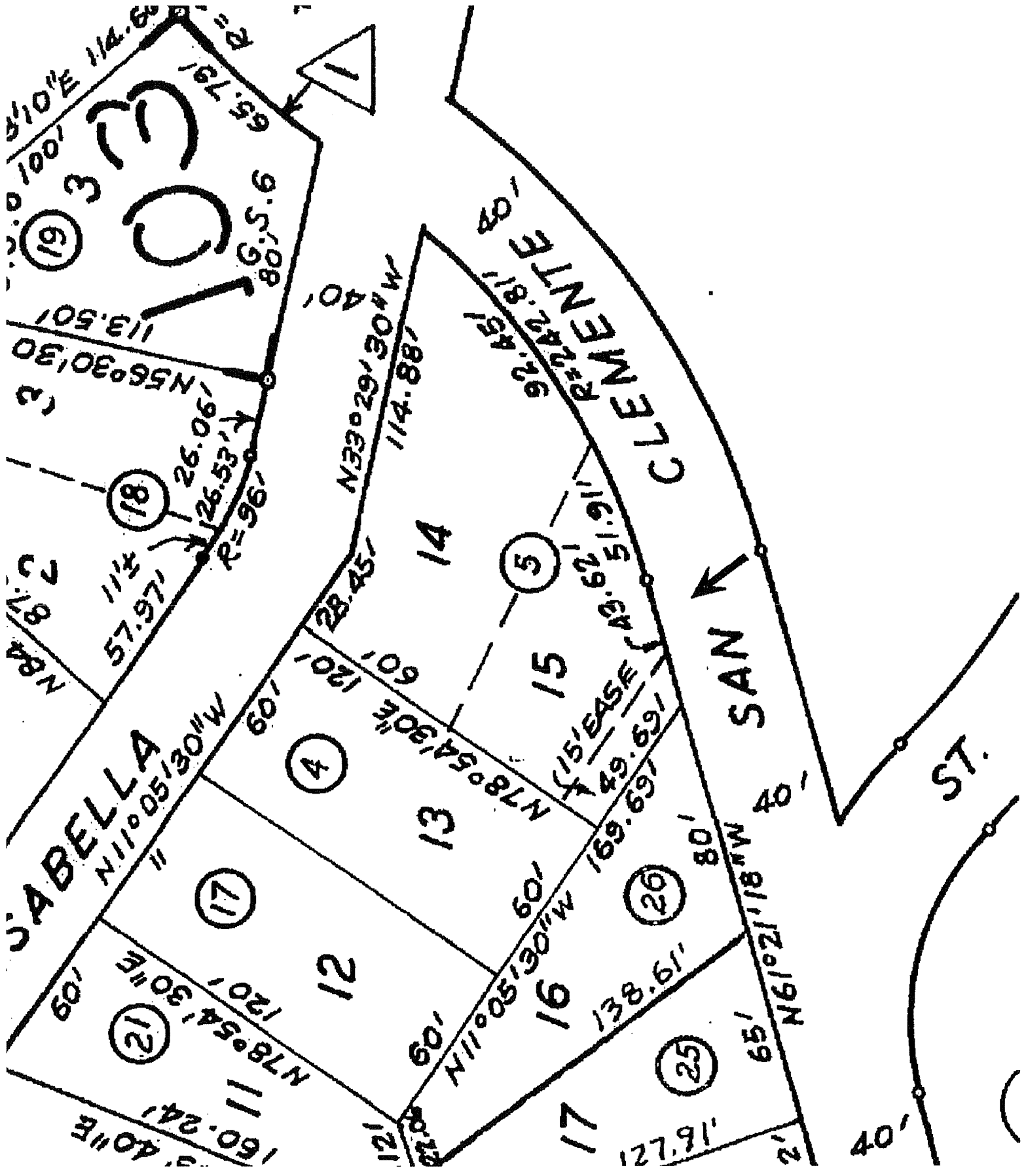
Name _____
(typed or printed)

Exhibit "A"

All that real property situated in the County of San Mateo, State of California being portions of Lots 14 and 15, Block 17, as delineated upon that certain Map entitled, "El Granada Highlands Subdivision No. 4," filed for record in the Office of the Recorder of the County of San Mateo, State of California, in Volume 17 of Maps, at Page 29, described as follows:

Beginning at a point on the common line between Lots 13 and 14 as shown on said Map, said point bears South 78° 54' 30" West a distance of 40.70 feet from the southeasterly corner of said Lot 13; thence South 78° 54' 30" West 20.00 feet to a point on the common line between Lots 13 and 15 as shown on said Map; thence South 11° 05' 30" East 8.00 feet; thence North 28° 54' 30" East 20.00 feet; thence North 11° 05' 30" West 8.00 feet to the point of beginning.

Pursuant to that certain "Approval of Lot Line Adjustment," recorded December 27, 1983 under Recorder's Document No. 83142391 Records of San Mateo County, California.



JABELLA
N11°05'30"W

ELLEN
CLEMENTE
R=74.28'

SAN

ST.

19

18

4

17

13

12

13

14

5

15

16

26

25

17

100' E 114.88'
65.79'

113.50'
N56°30'30"
26.06'
N26.53'
R=96'

57.97'
114'

160.24'
N78°54'30"E
120'

121.08'

N33°29'30"W
114.88'

28.45'
N78°54'30"E
120'

60'
N11°05'30"W

60'
N11°05'30"W

115'EASE
A9.51.91'

169.69'

138.61'

65'
N61°21'18"W

127.91'

80'

92.45'

80'

80'

80'

80'

40'

1

80'.5.6

113.50'

26.06'

57.97'

160.24'

121.08'

114.88'

114.88'

**BOARD OF DIRECTORS OF COASTSIDE COUNTY
WATER DISTRICT.**

Resolution

**Accepting Deed to Lots 14 and 15 in
Block 17, El Granada Highlands and
Ordering same to be recorded.**

**Resolved by the Board of Directors of Coastside County
Water District that**

**Whereas Coastside County Water District did heretofore
purchase from Marvyn Rathborne and Lina Rathborne, his wife, Lots
numbered 14 and 15 in Block number 17 in El Granada Highlands, and**

**Whereas the said Marvyn Rathborne and Lina Rathborne did
on the 27th day of September, 1948, execute and deliver to Coastside
County Water District a good and sufficient deed to said lots.**

**It is resolved that Coastside County Water District hereby
accepts such deed and orders that same be recorded in the office
of the County Recorder of San Mateo County, California.**

**I hereby certify that the above and foregoing
resolution was duly introduced and adopted by the Board of
directors of Coastside County Water District at a regular meeting
thereof duly held on the 23rd day of May, 1949, by the following
vote**

AYES and in favor of said resolution

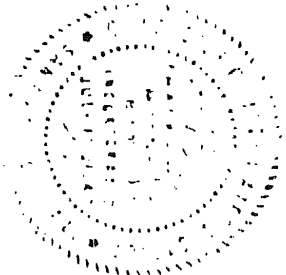
Directors Bernardo, Clark, Ponce and Wilson

NOES and against said resolution

Directors None

ABSENT

Director Dianda



Geo T Kerr
Geo T Kerr, Secretary Coastside
County Water District

Deed

MERVYN RATHBORNE and LINZA RATHBORNE,
His Wife

the first part 1 2 3 , hereby Grant to

COASTSIDE COUNTY WATER DISTRICT

the second part y , all that real property situated in the County

of San Mateo State of California, described as follows:

Lots 14 and 15 in Block 17, as designated on the map entitled "EL GRANADA HIGHLANDS SUBDIVISION NO. 4 SAN MATEO COUNTY, CALIFORNIA", which map was filed in the office of the Recorder of the County of San Mateo, State of California, on November 7, 1928 in Book 17 of Maps at page 29.

In Witness Whereof, the said first part 1 2 3 do hereby caused this conveyance this 27th day of September, 1948.

Mervyn Rathborne
Linza Rathborne

State of California
County of San Mateo }

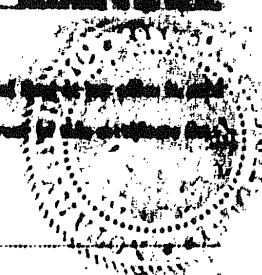
On this 27th day of September, in the year of our Lord One Thousand
Nine Hundred and forty-eight, before me, ANNIEA MARIANI
a Notary Public in and for said County of San Mateo
State of California, residing therein, duly commissioned and sworn, personally appeared
Maryn Rathbone and Lince Rathbone

known to me to be the persons signed in and whose names are subscribed to the within
instrument and acknowledged to me that they executed the same.

In Witness Whereof, I have hereunto set my hand and affixed my official seal at my office in said
County of San Mateo the day and year first above written.

Anniea Mariani
Notary Public in and for said County of
San Mateo State of California.

My Commission expires 4/19/52



58268K

Beed

TO 2

FOCUS

Date _____ M _____

101 2363 REC 683

RECORDED AS REQUESTED
Sept 30 1948
California Pacific Title Insurance
Company

H. G. ...

CALIFORNIA PACIFIC TITLE INSURANCE
COMPANY
140 Montgomery Street, San Francisco
210 Broadway at South West St.
Berkeley, Calif. San Jose

Branch and Approved Offices

Alameda County
Central Title Insurance and Guaranty Company
Berkeley, Calif. Oakland, Calif.

Contra Costa County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

San Francisco County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

San Mateo County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

San Diego County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

San Joaquin County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

Stanislaus County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

Yuba County
Professional Title & Trust Company
Berkeley, Calif. Oakland, Calif.

RECORDER'S OFFICE-SAN MATEO COUNTY

#5500

7

County of San Mateo
Department of Environmental Management
Planning and Development Division

RF	
LI	
RF	
CB	

S31-12391
RECORDED AT REQUEST OF
County of San Mateo
Planning - Dev. Dept.
DEC 27 4 17 PM 1983

MARVIN CHURCH RECORDER
SAN MATEO COUNTY
OFFICIAL RECORDS

APPROVAL OF LOT LINE ADJUSTMENT

Pursuant to Government Code Section 66412(d)
Planning Division File No. LLA 83-19

The application of Lang Bowen and Coastside County Water District for adjustment of property lines owned by them located at the intersection of San Clemente Road and Isabella Road, El Granada, identified as Assessor's Parcel Numbers 047-171-040 and 047-171-050, is hereby approved as follows:

Description of New Property Configurations

Description of Parcel I - (APN 047-171-040)

All that real property situate in the County of San Mateo, State of California, being Lot 13, Block 17, as shown on that map entitled "EL GRANADA HIGHLANDS SUBDIVISION NO. 4," as filed in Volume 17 of Maps at page 29, records of San Mateo County, California, and a portion of Lots 14 and 15 of said Block 17, described as follows:

BEGINNING at a point on the common line between said Lots 13 and 14, said point bears South 78°54'30" West a distance of 40.70 feet from the south-easterly corner of said Lot 13; thence South 78°54'30" West 20.00 feet to a point on the common line between said Lots 13 and 15; thence South 11°05'30" East 8.00 feet; thence North 78°54'30" East 20.00 feet; thence North 11°05'30" West 8.00 feet to the Point of Beginning.

Description of Parcel II - (APN 047-171-050)

All that real property situate in the County of San Mateo, State of California, being Lots 14 and 15, Block 17, as shown on that map entitled "EL GRANADA HIGHLANDS SUBDIVISION NO. 4," as filed in Volume 17 of Maps at page 29, records of San Mateo County, California, except that portion described as follows:

BEGINNING at a point on the common line between said Lots 13 and 14, said point bears South 78°54'30" West a distance of 40.70 feet from the south-easterly corner of said Lot 13; thence South 78°54'30" West 20.00 feet to a point on the common line between said Lots 13 and 15; thence South 11°05'30" East 8.00 feet; thence North 78°54'30" East 20.00 feet; thence North 11°05'30" West 8.00 feet to the Point of Beginning.

16274165

The property lines described above are now recognized by this office as the lines dividing the property in question.


David C. Hale, Planning Director

December 19, 1983
Date

DCH:SGD:fc - F0002035

83142391

STAFF REPORT

To: Board of Directors

From: Joe Guistino, Acting General Manager

Agenda

Date: June 12, 2007

Date: June 8, 2007

**Subject: Consider Approval of Resolution 2007-__ Adopting
Statement of Policy for Maintaining Operating
Reserves**

RECOMMENDATION

Discussion and Approval of Resolution No. 2007 -__ for maintaining emergency and operational reserves of the District.

BACKGROUND

Recently the Finance Committee discussed the need for a policy to maintain operating reserves of the District. The Emergency Operating Reserves are essential to the operation of the District in the event of unpredicted revenue disruption caused by natural or man-made emergencies or failure of critical equipment or facilities. Currently the District has a total of \$1,000,000 in emergency reserves, which is not sufficient to meet 25% (or 3 months) of operating expenditures.

The policy would allow the District to review its emergency reserve fund on an annual basis and make adjustments to the reserve fund balance as a percentage of anticipated annual operating revenue.

RESOLUTION NO. 2007- __

ADOPTING STATEMENT OF POLICY
FOR MAINTAINING OPERATING RESERVES

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, the Board of Directors believes that it is imperative for the Coastside County Water District to maintain a prudent level of funds in reserve to ensure that the District is able to function in the event that there is a need for unforeseen emergency expenditures, or during a temporary disruption in anticipated cash flow; and

WHEREAS, the Finance Committee has analyzed and recommended to the Board the adoption of an emergency operating reserve fund policy.

NOW, THEREFORE, be it resolved that the Board of Directors of the Coastside County Water District hereby adopts the following statement of policy for maintaining operating reserves:

OPERATING RESERVE FUND POLICY

1. **Purpose.** The reserve fund is an accumulated emergency fund, intended to bridge the gap in the event an emergency or unexpected disruption in operating revenue. The nature of these funds is that they should be liquid and accessible. Therefore, the reserve fund does not include the District's fixed assets and or other investments. The reserve fund is distinct from operating funds. For the sake of long-term organizational and operating stability, it is always desirable to build a reserve of cash to accommodate the following situations:

- a. **Cash flow shortages that may arise when expenses fall due before the revenue to pay for them is received.**
- b. **Cash flow shortages that are caused by the unpredicted disruption of anticipated revenue.**
- c. **Cash flow shortages that are caused by unexpected emergencies, such as the failure of a key piece of equipment that must be replaced immediately.**
- d. **Cash is needed to take advantage of an unexpected opportunity which will significantly contribute to the District's mission of providing a safe and reliable supply of clean, fresh water to meet existing and anticipated future needs.**

2. Maintenance of an operating Reserve Fund. The District will maintain an operating and emergency reserve fund for the purposes described above. The fund shall be maintained initially in the amount equal to 25% of the District's anticipated annual operating revenue, as described in the District's operating budget for each fiscal year provided, however, that the percentage of emergency operating reserve shall be reviewed annually by the Board of Directors, and adjusted within the sound discretion of the Board, based on the recommendations of the Finance Committee and General Manager.

3. Management of the Reserve Fund. Management of the reserve fund will be the responsibility of the Board of Directors in consultation with the General Manager and the Finance Committee. Expenditures from the reserve fund must be authorized by the Board of Directors based on the Finance Committee's and General Manager's recommendations.

4. Responsibilities of the Finance Committee Regarding the Reserve Fund. The Finance Committee shall assume the following responsibilities with regard to the reserve fund.

- a. Review the reserve fund balance on an annual basis as prepared by the General Manager.
- b. Work collaboratively with the General Manager to ensure the accuracy of the annual report to the Board of Directors, income earned by the reserve fund, expenditures made, and where reserve funds are invested.
- c. To make recommendations to the Board of Directors concerning any adjustments in the reserve fund balance as a percentage of anticipated annual operating revenue.

REGULARLY PASSED AND ADOPTED this ___ day of June, 2007, by the

following vote:

AYES:
NOES:
ABSENT:

Jim Larimer
President, Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors

STAFF REPORT

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

From: Joe Guistino, Acting General Manager

Agenda: June 12, 2007

Report

Date: June 6, 2007

**Subject: Status Report of the Finance Committee's
Proposed Rate Increase and Budget
Recommendations for the July 10, 2007 Public
Hearing**

Recommendation: Possible reduction in water rate increase from 6.6% to 4.6% by using excess funds from Fiscal Year 2006-2007 Operation and Maintenance (O&M) budget.

Background: With one month left in this year's budget, the District has excess revenue of approximately \$650,000 (*attachment 1*) due to unanticipated County Tax Revenue and ERAF refunds. On June 5, 2007, the Finance Committee discussed the possibility of using the excess funds from the current year's income to reduce the 2007-2008 water rate increase. Using \$100,000 (2%) the District could lower the rate increase from 6.6% to 4.6% and the remainder would be allocated to emergency reserves, based upon a proposed policy concerning operating reserves to be discussed at Tuesday's meeting.

STAFF REPORT

Agenda: June 12, 2007

Subject: Status Report of the Finance Committee's Proposed Rate Increase and Budget Recommendations for the July 10, 2007 Public Hearing

Currently the District has \$1,000,000 set aside for cash flow, operational and emergency reserves (*attachment 2*). By allocating the remainder of the excess funds to this account, the District would increase the emergency reserves to last the District up to 3 months if an unexpected disaster arose.

I have also attached for your review a copy of the approved budget for Fiscal Year 2007-2008 (*attachment 3*).

The Notice of Public Hearing Proposed Rate Increase (*attachment 4*) will be held on July 10, 2007 at 7:00 p.m. at the District office. The notice has been distributed and posted as follows:

- CCWD Website
- Mailed to all CCWD customers on May 25, 2007
- Half Moon Bay Review (May 30 and June 6 editions)

**General Ledger
Period Budget Analysis**

**Coastside County Water District
May 2007**

<u>Account</u>	<u>Description</u>	<u>May 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
REVENUE									
4120-00	Water Revenue - All Areas	466,336.57	461,310.00	5,026.57	1.09	4,423,609.06	4,425,569.00	(1,959.94)	(0.04)
4170-00	Water Taken From Hydrants	1,147.69	2,500.00	(1,352.31)	(54.09)	11,150.37	27,500.00	(16,349.63)	(59.45)
4180-00	Late Notice - 10% Penalty	4,803.37	4,166.00	637.37	15.30	42,285.68	45,833.26	(3,547.58)	(7.74)
4230-00	Service Connections	670.98	500.00	170.98	34.20	237,003.00	235,500.00	1,503.00	0.64
4920-00	Interest Earned	0.00	0.00	0.00	0.00	125,915.92	66,086.00	59,829.92	90.53
4925-00	Interest Revenue T&S Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4930-00	Tax Apportionments/Cnty Checks	4,204.11	112,500.00	(108,295.89)	(96.26)	547,446.49	337,500.00	209,946.49	62.21
4950-00	Miscellaenous Income	4,279.04	6,000.00	(1,720.96)	(28.68)	52,014.80	66,000.00	(13,985.20)	(21.19)
4960-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00	271,190.00	173,000.00	98,190.00	56.76
4235-00	CSP Connection T & S Fees	0.00	0.00	0.00	0.00	206,525.00	0.00	206,525.00	0.00
4970-00	Wavecrest Reserve Conn. Fees	3,345.60	0.00	3,345.60	0.00	36,801.60	0.00	36,801.60	0.00
REVENUE Totals		484,787.36	586,976.00	(102,188.64)	(17.41)	5,953,941.92	5,376,988.26	576,953.66	10.73
EXPENSES									
5000-00	Gen. Oper. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5130-00	Water Purchased	96,805.80	117,216.00	(20,410.20)	(17.41)	1,071,381.10	997,451.00	73,930.10	7.41
5710-00	Deprec. Trucks, Tools, Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5230-00	Pump Exp, Nunes T P	1,349.05	1,083.33	265.72	24.53	11,906.66	11,916.63	(9.97)	(0.08)
5231-00	Pump Exp, CSP Pump Station	133.14	1,100.00	(966.86)	(87.90)	188,069.25	150,135.00	37,934.25	25.27
5232-00	Pump Exp, Trans. & Dist.	1,327.29	2,066.66	(739.37)	(35.78)	16,696.67	22,733.26	(6,036.59)	(26.55)
5233-00	Pump Exp, Pilarcitos Can.	1,472.78	800.00	672.78	84.10	7,110.65	15,400.00	(8,289.35)	(53.83)
5234-00	Pump Exp. Denniston Proj.	4,217.06	10,635.00	(6,417.94)	(60.35)	37,081.65	67,355.00	(30,273.35)	(44.95)
5242-00	CSP Pump Station Operations	763.85	650.00	113.85	17.52	7,689.86	7,150.00	539.86	7.55
5235-00	Denniston T.P. Operations	9,245.98	6,121.66	3,124.32	51.04	52,551.43	67,338.26	(14,786.83)	(21.96)
5236-00	Denniston T.P. Maintenance	1,069.77	2,500.00	(1,430.23)	(57.21)	17,674.38	27,500.00	(9,825.62)	(35.73)
5240-00	Nunes T P Operations	5,618.19	8,189.41	(2,571.22)	(31.40)	94,259.41	90,083.51	4,175.90	4.64
5241-00	Nunes T P Maintenance	520.02	4,525.00	(4,004.98)	(88.51)	42,433.85	49,775.00	(7,341.15)	(14.75)
5243-00	CSP Pump Station Maintenance	28,057.65	4,250.00	23,807.65	560.18	46,845.75	46,750.00	95.75	0.20
5245-00	Alves/Miramontes Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5400-00	Trans & Dist. Exp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5318-00	Studies/Surveys/Consulting	7,615.00	0.00	7,615.00	0.00	7,615.00	0.00	7,615.00	0.00
5321-00	Water Conservation	2,152.20	3,875.00	(1,722.80)	(44.46)	27,647.76	42,625.00	(14,977.24)	(35.14)
5322-00	Community Outreach	1,696.01	1,189.16	506.85	42.62	9,215.35	13,080.76	(3,865.41)	(29.55)
5500-00	General Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5620-00	Office Supplies & Expense	10,880.44	9,010.83	1,869.61	20.75	89,435.43	99,119.13	(9,683.70)	(9.77)
5621-00	Computer Services	18,719.98	2,900.00	15,819.98	545.52	53,166.36	31,900.00	21,266.36	66.67
5625-00	Meetings / Training / Seminars	5,032.79	2,333.33	2,699.46	115.69	33,041.13	25,666.63	7,374.50	28.73

**General Ledger
Period Budget Analysis**

May 2007

<u>Account</u>	<u>Description</u>	<u>May 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
5630-00	Insurance	29,585.84	24,604.16	4,981.68	20.25	407,291.91	433,645.76	(26,353.85)	(6.08)
5681-00	Legal	3,863.05	4,333.33	(470.28)	(10.85)	54,825.04	47,666.63	7,158.41	15.02
5682-00	Engineering	1,228.00	2,500.00	(1,272.00)	(50.88)	22,506.13	27,500.00	(4,993.87)	(18.16)
5683-00	Financial Services	106.25	3,181.82	(3,075.57)	(96.66)	19,225.22	36,818.20	(17,592.98)	(47.78)
5685-00	Board Meeting Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5686-00	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5687-00	Membership, Dues, Subscript.	256.50	1,747.08	(1,490.58)	(85.32)	46,064.28	32,342.88	13,721.40	42.42
5688-00	Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5690-00	Interest Expenses	2,285.79	0.00	2,285.79	0.00	2,285.79	0.00	2,285.79	0.00
5700-00	San Mateo County Fees	0.00	0.00	0.00	0.00	11,461.00	10,500.00	961.00	9.15
5701-00	Property Taxes	0.00	0.00	0.00	0.00	697.94	700.00	(2.06)	(0.29)
5705-00	State Fees	0.00	0.00	0.00	0.00	40,660.54	24,000.00	16,660.54	69.42
5711-00	Debt Service - Existing Bonds	0.00	0.00	0.00	0.00	84,853.43	270,600.00	(185,746.57)	(68.64)
5712-00	Debt Service - Proposed Bonds	0.00	0.00	0.00	0.00	269,825.68	487,200.00	(217,374.32)	(44.62)
5713-00	Contribution to CIP & Reserves	43,725.00	43,725.00	0.00	0.00	480,975.00	480,975.00	0.00	0.00
5714-00	Transfer of Conn Fees to CSP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5725-00	Debt Issuance Amortization Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5743-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5744-00	Capital Replacement Contri.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5411-00	Salaries & Wages - Field	59,773.11	60,953.92	(1,180.81)	(1.94)	736,421.18	700,970.08	35,451.10	5.06
5610-00	Salaries/Wages - Administration	53,362.48	41,537.76	11,824.72	28.47	433,248.15	477,684.25	(44,436.10)	(9.30)
5640-00	Employees Retirement Plan	29,912.70	28,872.30	1,040.40	3.60	343,832.54	332,031.46	11,801.08	3.55
5684-00	Payroll Tax Expense	8,440.68	7,582.92	857.76	11.31	84,689.01	87,203.58	(2,514.57)	(2.88)
5412-00	Maintenance - General	2,747.07	9,796.66	(7,049.59)	(71.96)	126,768.75	107,763.26	19,005.49	17.64
5414-00	Motor Vehicle Expense	4,396.34	3,291.66	1,104.68	33.56	43,120.68	36,208.26	6,912.42	19.09
5415-00	Maintenance - Well Fields	1,782.20	2,616.66	(834.46)	(31.89)	2,097.31	28,783.26	(26,685.95)	(92.71)
5745-00	CSP Connect. Reserve Contribu.	0.00	0.00	0.00	0.00	206,525.00	0.00	206,525.00	0.00
5746-00	Wavecrest CSP Connt. Reserve	3,345.60	0.00	3,345.60	0.00	36,801.60	0.00	36,801.60	0.00
EXPENSE Total		441,487.61	413,188.65	28,298.96	6.85	5,267,997.87	5,388,571.80	(120,573.93)	(2.24)
REVENUE Total		484,787.36	586,976.00	(102,188.64)	(17.41)	5,953,941.92	5,376,988.26	576,953.66	10.73
EXPENSE Total		441,487.61	413,188.65	28,298.96	6.85	5,267,997.87	5,388,571.80	(120,573.93)	(2.24)
INCOME Total		43,299.75	173,787.35			685,944.05	(11,583.54)		

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

May 31, 2007

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FNB</u>						
OPERATING ACCOUNT			\$763,901.07			\$763,901.07
CSP T&S ACCOUNT					\$959,454.50	\$959,454.50
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$763,901.07	\$0.00	\$959,454.50	\$1,723,355.57
CASH WITH L.A.I.F	\$297,900.00	\$700,000.00	\$1,492,386.09	\$267,655.14	\$2,933,968.90	\$5,691,910.13
UNION BANK - Project Fund Balance			\$5,293,777.57			\$5,293,777.57
CASH ON HAND	\$2,100.00					\$2,100.00
TOTAL DISTRICT CASH BALANCES	\$300,000.00	\$700,000.00	\$7,550,064.73	\$267,655.14	\$3,893,423.40	\$12,711,143.27
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 66,919.84				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 66,919.84				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next six months.</i>						

Operations & Maintenance Budget - FY 2007/2008

DRAFT

Account Number	Description	Proposed Budget 07/08	Approved FY 06/07	07/08 Budget Vs. 06/07 Budget	07/08 Budget Vs. 06/07 Budget	Proj Year End	07/08 Budget Vs. 06/07 Actual	07/08 Budget Vs. 06/07 Actual
			Budget	\$ Change	% Change	Actual FY 06/07	\$ Change	% Change
4120	Water Sales	\$4,999,260	\$4,777,257	\$222,003	4.4%	\$4,758,859	\$240,401	4.8%
4170	Hydrant Sales	\$25,000	\$30,000	-\$5,000	-20.0%	\$10,866	\$14,134	56.5%
4180	Late Penalty	\$60,000	\$50,000	\$10,000	16.7%	\$49,090	\$10,910	18.2%
4230	Service Connections	\$6,000	\$236,000	-\$230,000	-3833.3%	\$240,289	-\$234,289	-3904.8%
4920	Interest Earned	\$91,192	\$66,086	\$25,106	27.5%	\$124,891	-\$33,699	-37.0%
4930	Property Taxes	\$600,000	\$450,000	\$150,000	100.0%	\$548,778	\$51,222	8.5%
4950	Miscellaneous	\$72,000	\$72,000	\$0	0.0%	\$56,712	\$15,288	21.2%
4965	ERAF Refund	\$100,000	\$173,000	-\$73,000	-73.0%	\$271,190	-\$171,190	-171.2%
	TOTAL REVENUE	\$5,953,452	\$5,854,343	\$99,109	1.7%	\$5,789,486	-\$163,965	-2.8%
5130	Water Purchased	\$1,344,656	\$1,089,879	\$254,777	18.9%	\$1,159,937	\$184,720	13.7%
5230	Electrical Exp. Nunes WTP	\$13,325	\$13,000	\$325	2.4%	\$11,992	\$1,333	10.0%
5231	Electrical Expenses, CSP	\$205,118	\$154,864	\$50,254	24.5%	\$198,470	\$6,648	3.2%
	Electrical Expenses/Trans. & Dist.	\$24,800	\$24,800	\$0	0.0%	\$19,525	\$5,275	21.3%
5232		\$24,800	\$24,800	\$0	0.0%	\$19,525	\$5,275	21.3%
5233	Elec Exp/Pilarcitos Cyn.	\$11,000	\$16,090	-\$5,090	-46.3%	\$4,413	\$6,587	59.9%
5234	Electrical Exp., Denn	\$69,488	\$77,993	-\$8,505	-12.2%	\$39,983	\$29,505	42.5%
5235	Denn. WTP Oper.	\$79,060	\$73,460	\$5,600	7.1%	\$56,981	\$22,079	27.9%
5236	Denn WTP Maint	\$33,000	\$30,000	\$3,000	9.1%	\$21,587	\$11,413	34.6%
5240	Nunes WTP Oper	\$107,960	\$98,273	\$9,687	9.0%	\$105,674	\$2,286	2.1%
5241	Nunes WTP Maint	\$48,400	\$54,300	-\$5,900	-12.2%	\$31,719	\$16,681	34.5%
5242	CSP - Operation	\$8,500	\$7,800	\$700	8.2%	\$8,434	\$66	0.8%
5243	CSP - Maintenance	\$51,000	\$51,000	\$0	0.0%	\$44,514	\$6,486	12.7%
5318	Studies/Surveys/Consulting	\$30,450	\$0	\$30,450	-100.0%	\$10,450	\$20,000	-100.0%
5321	Water Conservation	\$56,000	\$46,500	\$9,500	17.0%	\$35,679	\$20,321	36.3%
5322	Community Outreach	\$24,270	\$14,270	\$10,000	41.2%	\$14,739	\$9,531	39.3%
5411	Salaries - Field	\$807,749	\$792,401	\$15,348	1.9%	\$829,811	-\$22,062	-2.7%
5412	Maintenance Expenses	\$144,586	\$117,560	\$27,026	18.7%	\$144,476	\$110	0.1%
5414	Motor Vehicle Exp.	\$50,500	\$39,500	\$11,000	21.8%	\$48,466	\$2,034	4.0%
5415	Maintenance, Wells	\$23,400	\$31,400	-\$8,000	-34.2%	\$15,315	\$8,085	34.6%
5610	Salaries, Admin.	\$567,201	\$539,991	\$27,210	4.8%	\$459,628	\$107,573	19.0%
5620	Office Expenses	\$111,350	\$108,130	\$3,220	2.9%	\$94,844	\$16,506	14.8%
5621	Computer Services	\$41,570	\$34,800	\$6,770	16.3%	\$37,071	\$4,499	10.8%
5625	Meetings/Training/Seminars	\$28,000	\$28,000	\$0	0.0%	\$27,474	\$526	1.9%
5630	Insurance	\$522,133	\$458,250	\$63,883	12.2%	\$435,807	\$86,326	16.5%
5640	Employee Retirement	\$354,874	\$375,340	-\$20,466	-5.8%	\$383,470	-\$28,596	-8.1%
5681	Legal	\$57,000	\$52,000	\$5,000	8.8%	\$56,177	\$823	1.4%
5682	Engineering	\$30,000	\$30,000	\$0	0.0%	\$30,846	-\$846	-2.8%
5683	Financial Services	\$35,300	\$40,000	-\$4,700	-13.3%	\$25,486	\$9,814	27.8%
5684	Payroll Taxes	\$99,586	\$98,578	\$1,008	1.0%	\$98,550	\$1,036	1.0%
5687	Memberships & Subscriptions	\$48,965	\$38,465	\$10,500	21.4%	\$48,027	\$938	1.9%
5688	Election Expense	\$15,000	\$0	\$15,000	-100.0%	\$0	\$15,000	-100.0%
5700	County Fees	\$9,200	\$10,500	-\$1,300	-14.1%	\$12,961	-\$3,761	-40.9%
5701	Property Taxes	\$0	\$700	-\$700	#DIV/0!	\$668	-\$668	#DIV/0!
5705	State Fees	\$37,000	\$24,000	\$13,000	35.1%	\$36,398	\$602	1.6%
	Total Operating Expenses	\$5,090,442	\$4,571,844	\$518,598	10.2%	\$4,549,573	\$540,869	10.6%
	Capital Accounts							
5711	Existing Bonds - 1998A	\$271,095	\$270,600	\$495	0.2%	\$0	\$271,095	100.0%
5712	Existing Bonds - 2006B	\$483,148	\$487,200	-\$4,053	-0.8%	\$0	\$483,148	100.0%
5713	Cont. to CIP & Reserves	\$439,000	\$524,700	-\$85,700	-19.5%	\$524,700	-\$85,700	-19.5%
	Total Capital Accounts	\$1,193,243	\$1,282,500	-\$89,258	-7.5%	\$524,700	\$668,543	56.0%
	TOTAL EXPENSES	\$6,283,684	\$5,854,344	\$429,340	6.8%	\$5,074,273	\$1,209,411	19.2%
	Total Revenues less Expenses	\$330,233						
	Rate Increase		6.6%					

**NOTICE OF PUBLIC HEARING
PROPOSED RATE INCREASE**

Dear CCWD Customer:

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. The amount of the rate increase attributable to your property/account is set forth in the table below. This new proposed rate schedule represents an increase over the current charges for water service of up to **6.6%**. Based on a number of factors beyond the District's control including, most notably, anticipated increases in the wholesale cost of water purchased from the San Francisco Public Utilities Commission, the Board previously predicted that it would be necessary to impose annual rate increases of at least 7% per year for the next several years.

The public hearing will be held on July 10, 2007. Members of the public will have an opportunity to address oral and written communications to the Board at this hearing, which will be held at the District office, located at 766 Main Street, Half Moon Bay, California and will begin at 7:00 p.m.

The proposed rate increase is necessitated by a number of factors: 1) Bond costs for Capital Improvement Program over next several years; 2) an increase in wholesale water rates from the San Francisco Public Utilities Commission; 3) increased costs of compliance with the changing regulatory requirements; 4) an infrastructure upgrade program for our two water treatment plants and distribution system required to satisfy new water quality standards imposed upon all water districts in California and 5) continuing improvements to security systems required to satisfy increased homeland defense regulations. The CCWD 2007-2008 fiscal year budget describes the anticipated revenues and expenses in further detail. Copies are available at the District office or online at www.coastsidewater.org.

PROPOSED WATER RATES:

Section 1.A, Base Charge, of the Rate and Fee Schedule is hereby amended to read as follows:

"A. BASE CHARGE" The following base charge is the minimum charge to be paid by all customers on a bi-monthly basis:

<u>Size of Meter</u>	<u>Existing Base Charge</u>	<u>Proposed Base Charge</u>
5/8 inch	\$ 18.83	\$20.07
3/4 inch	\$ 28.32	\$30.19
1.0 inch	\$ 47.20	\$50.32
1.5 inch	\$ 91.15	\$97.17
2.0 inch	\$ 151.07	\$161.04
3.0 inch	\$ 330.48	\$352.29
4.0 inch	\$ 1,133.19	\$1,207.98

Section 1.B, Quantity Charge, of the Rate and Fee Schedule is hereby amended to read as follows:

"B. QUANTITY CHARGE"

In addition to the bi-monthly base charge set forth in Section 1.A, the following quantity charges shall be paid per one hundred cubic (hcf) of water delivered:

1. Residential Customers

<u>Quantity Delivered (During Bi-Monthly Billing Period)</u>	<u>Existing Charge per hcf</u>	<u>Proposed Charge per hcf</u>
1 – 8 Units	\$ 3.08	\$3.28
9 – 25 Units	\$ 3.39	\$3.61
26 – 40 Units	\$ 4.41	\$4.70
41 or more Units	\$ 5.45	\$5.81

2. All Other Customers Existing Rate: \$ 4.19 Proposed Rate: **\$ 4.47 per hcf**

STAFF REPORT

To: Coastside County Water District Board of Directors
From: Anthony P. Condotti, Legal Counsel

Agenda: June 12, 2007

Report

Date : June 8, 2007

Subject: November, 2007 Election

Recommendation:

ADOPT RESOLUTION CONCERNING NOVEMBER 2007 ELECTION.

Background

The regular District election will be held on November 6, 2007. Three offices are up for election, Directors Larimer, Coverdell and Feldman. Under state law, the District must formally request the County Elections Department to perform all of the necessary services required to conduct the District election. Having those services consolidated with other county or statewide elections that may be held on November 6, 2007 results in a substantial cost savings to the District.

Candidates' statements will be included in the ballot materials prepared by the Elections Department. The Board has discretion to determine whether candidates' statements will be a maximum of 200 or 400 words, and whether the cost attributed to the statements will be charged to the District or the candidates. The draft resolution presented here specifies a 200-word limit to be paid by the candidates themselves in accordance with past District practice.

Fiscal Impact:

The County Elections Department estimates the election will cost approximately \$1.50 per registered voter in the District, or roughly \$15,000.

RESOLUTION NO. 2007-___

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY
WATER DISTRICT CALLING FOR AND GIVING NOTICE
OF A REGULAR DISTRICT ELECTION TO BE HELD
ON TUESDAY NOVEMBER 6, 2007, AND REQUESTING THE COUNTY
ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10002, the district shall reimburse the county in full for the services performed upon presentation of a bill to the district; and

WHEREAS, pursuant to Elections Code Section 10400, elections may be consolidated; and

WHEREAS, various district, county, state or other political subdivision elections may be or have been called to be held on November 6, 2007.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT the Board of Directors of the Coastside County Water District hereby orders an election be called and consolidated with any and all elections also called to be held on November 6, 2007, insofar as said elections are to be held in the same territory or in territory that is in part of the same as the territory of the Coastside County Water District, and requests the Board of Supervisors of the County of San Mateo to order such consolidation under Elections Code Section 10400 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors to permit the San Mateo County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services.

BE IT FURTHER RESOLVED AND ORDERED that the San Mateo County Elections Department conduct the election for the following offices up for election all of which are “at-large” offices:

SEATS OPEN	OFFICE	TERM
Jim Larimer	Director	4 Year
Ken Coverdell	Director	4 Year
Bob Feldman	Director	4 Year

BE IT FURTHER RESOLVED that the Board of Directors adopts the following policies effective for the November 6, 2007 election:

1. The word limit on each candidate's statement for the position shall be a maximum of 200 words.
2. The candidate shall be charged for the candidate's statement sent to each voter.
3. According to the District's Conflict Of Interest Code, it is not required that each candidate file Form 700 (Statement of Economic Interests) no later than the date for filing the Declaration of Candidacy.

BE IT FURTHER RESOLVED AND ORDERED that the Secretary of the Board of Directors shall transmit a copy of this resolution, along with a map showing the District's boundaries effective for the election on or before July 6, 2005.

PASSED AND ADOPTED by the Board of Directors of the Coastside County Water District this 12th day of June, 2007, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

COASTSIDE COUNTY WATER DISTRICT

JIM LARIMER
President of the Board of Directors

Attest:

Secretary of the Board of Directors



Warren Slocum

Chief Elections Officer & Assessor-County Clerk-Recorder

40 Tower Road
San Mateo, CA 94402
phone 650.312.5222 **fax** 650.312.5348
email registrar@smcare.org
web www.shapethefuture.org

May 25, 2007

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

Re: November 6, 2007 District Elections

Dear Mr. Schmidt:

Nominations for District Board of Directors Elections to be held November 6, 2007, will open July 16 and close August 10, 2007 (see the enclosed calendar). In preparation for the opening of nominations, this letter serves to remind Districts of pertinent state regulations, and to relay important information.

- 1.) **Elections Code §10522** (*Attachment A*) requires each District to deliver to the elections official a map showing the District's boundaries effective for the election, along with a statement indicating in which division a director is to be elected and whether any officer is to be elected at large.
- 2.) **Elections Code §10509** (*Attachment A*) requires each District to deliver a notice to county elections official indicating the number of elective offices to be filled and who will pay for the cost of the candidate statements.
- 3.) **Elections Code §13307 (a)(1)** requires the governing body to determine if the number of words in a candidate's statement should be limited to 200 or 400 words, and if there shall be a charge for the statement levied against the candidate or the district. (*Attachment B*)

Some agencies require candidates to complete Form 700 Statement of Economic Interest, at the time of filing their Declaration of Candidacy (*see Attachment A*). Please refer to your agency's most current Conflict of Interest Code and indicate your Form 700 filing requirements for candidates on the enclosed "Candidate Policy" form.

As you are aware, San Mateo County is subject to the Federal Voting Rights Act (*see Attachment D*). The requirements under the FVRA are factored into the per voter cost billed to districts. The estimated cost for November 2007 will be approximately \$1.50 per registered voter. As of May 25, 2007 the total number of registered voters in your district is **10255**.

The completed "Candidate Policy Form" (*Attachment C*) must be completed and returned to the Elections Office by the required deadline of 125 days prior to the election, or **July 5, 2007** (EC §§10509 – 125th day falls on a holiday, can return Policy Form next business day). We also request that you complete and return the Administrative Contact and Incumbent List (*Attachment E*) by July 5th. In order to meet this deadline, your board will need to take action on these matters at your next meeting. All mail should be sent to me at the following address:

San Mateo County Elections Division
Attn: Steve Dennison
40 Tower Road
San Mateo, CA 94402

If you have any questions, please contact me at (650) 312-5370 or sdennison@smcare.org.

Sincerely,

A handwritten signature in cursive that reads "Steve Dennison".

Steve Dennison
Filing Officer

Enclosures

RECEIVED

MAY 30 2007

COASTSIDE COUNTY
WATER DISTRICT

Elections Code

10522. Notice of boundaries.

At least 125 days prior to the day fixed for the general district election, the secretary of a resident voting district shall deliver to the county elections official of each affected county a map showing the boundaries of the district and the boundaries of the divisions of the district, if any, within that county and a statement indicating in which divisions a director is to be elected and whether any elective officer is to be elected at large at the next general district election.

10509. Notice to county elections official; elective offices to be filled; payment for publication of candidate statement; time.

On the 125th day prior to the day fixed for the general district election, the secretary shall deliver a notice to the county elections official. The notice shall bear the secretary's signature and the district seal and shall also contain both of the following:

- (a) The elective offices of the district to be filled at the next general district election, specifying which offices, if any, are for the balance of an unexpired term.
- (b) Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Section 13307.

10510. Nomination documents; filing time.

(a) Forms for declarations of candidacy for all district offices shall be obtained from the office of the county elections official. The county elections official may, for convenience or necessity, authorize the district secretary to issue declarations of candidacy. The forms shall first be available on the 113th day prior to the general district election and shall be filed not later than 5 p.m. on the 88th day prior to the general district election in the office of the county elections official during regular office hours or may be filed by certified mail so that the forms reach the office of the county election official no later than the deadline for filing in that office. The county elections official shall record the date of filing upon the first page of each declaration of candidacy filed pursuant to this section. No candidate shall withdraw his or her declaration of candidacy after 5 p.m. on the 88th day prior to the general district election.

(b) Notwithstanding any other provision of law, a person shall not file nomination papers for more than one district office or term of office for the same district at the same election.

(b) On request of the district secretary, the county elections official shall provide the secretary with a copy of each declaration of candidacy filed pursuant to this section.

Elections Code

13307. Form of ballot.

(a) (1) Each candidate for nonpartisan elective office in any local agency, including any city, county, city and county, or district, may prepare a candidate's statement on an appropriate form provided by the elections official. The statement may include the name, age and occupation of the candidate and a brief description, of no more than 200 words, of the candidate's education and qualifications expressed by the candidate himself or herself. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.

(2) The statement authorized by this subdivision shall be filed in the office of the elections official when the candidate's nomination papers are returned for filing, if it is for a primary election, or for an election for offices for which there is no primary. The statement shall be filed in the office of the elections official no later than the 88th day before the election, if it is for an election for which nomination papers are not required to be filed. If a runoff election or general election occurs within 88 days of the primary or first election, the statement shall be filed with the elections official by the third day following the governing body's declaration of the results from the primary or first election.

(3) Except as provided in Section 13309, the statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period.

(4) Notwithstanding paragraph (2) of this subdivision, a candidate for a judicial office shall have until 5 p.m. on the 83rd day before the election to file a candidate statement as authorized by this section. This paragraph shall remain in effect only until January 1, 2007, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2007, deletes or extends that date.

(b) The elections official shall send to each voter, together with the sample ballot, a voter's pamphlet which contains the written statements of each candidate that is prepared pursuant to this section. The statement of each candidate shall be printed in type of uniform size and darkness, and with uniform spacing. The elections official shall provide a Spanish translation to those candidates who wish to have one, and shall select a person to provide that translation from the list of approved Spanish language translators and interpreters of the superior court of the county or from an institution accredited by the Western Association of Schools and Colleges.

(c) The local agency may estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the federal Voting Rights Act of 1965, as amended. The local agency may require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the receipt for the payment shall include a written notice that the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the elections official is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the elections official may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the elections official shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

(d) Nothing in this section shall be deemed to make any statement or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous, or libelous statements offered for printing or contained in the voter's pamphlet.

(e) Before the nominating period opens, the local agency for that election shall determine whether a charge shall be levied against that candidate for the candidate's statement sent to each voter. This decision shall not be revoked or modified after the seventh day prior to the opening of the nominating period. A written statement of the regulations with respect to charges for handling, packaging, and mailing shall be provided to each candidate or his or her representative at the time he or she picks up the nomination papers.

(f) For purposes of this section and Section 13310, the board of supervisors shall be deemed the governing body of judicial elections.

**CANDIDATE POLICY FORM
SPECIAL DISTRICT DIRECTOR GENERAL ELECTION
NOVEMBER 6, 2007**

Our District Board adopts the following policies effective for the November 6, 2007, Special District Director General Election:

1. Indicate the *number of Members* to be elected to the Board of Directors for each length of term where applicable:

Number of Members elected for 4 yr. terms 3

Number of Members elected for 2 yr. terms 0
(to fill the balance of an unexpired term)

2. Indicate which Divisions, if any, the above Directors are to be elected from:

N/A

3. Indicate the limitation on the number of words in a candidate's statement:

200 words X

400 words

4. Who shall be charged for the candidate's statement sent to each voter?

District X

Candidate

5. According to the Agency's Conflict of Interest Code, is it required that each candidate file Form 700 (Statement of Economic Interests) no later than the date for filing the Declaration of Candidacy?

Yes

No X

Signature of the Secretary

Coastside County Water District

Official District Name *(to be used as ballot heading)*

(District Seal)

Date

Return completed form no later than **July 5, 2007** to:

**San Mateo County Registration – Elections Division
Attn: Steve Dennison
40 Tower Road
San Mateo, CA 94402**

Required Translation, Federal Voting Rights Act

On July 26, 2002, the U.S. Department of Justice notified the Elections Division and Warren Slocum, Chief Elections Officer, that the Director of the Census had determined that San Mateo County is now subject to the bilingual election requirements of Section 203 of the Voting Rights Act (*Section 203 of the Voting Rights Act, 42 U.S.C. 1973aa – 1a*), with respect to Chinese Americans and persons of Spanish heritage. This means that, in San Mateo County, **all** information that is provided in English about voter registration, elections, and voting, including information provided in polling places and the voting booths, **must** be provided in Chinese and Spanish to the extent needed to allow these individuals to participate effectively in the electoral process and all voting connected activities.

Further information can be found through the Department of Justice’s web site at:

www.usdoj.gov/crt/voting/sec_203/activ_203.htm

Section 203 of the Voting Rights Act

When Congress amended the Voting Rights Act in 1975 by adding Section 203, it found that “through the use of various practices and procedures, citizens of language minorities have been effectively excluded from participation in the electoral process.... The Congress declares that, in order to enforce the guarantees of the fourteenth and fifteenth amendments to the United States Constitution, it is necessary to eliminate such discrimination by prohibiting these practices.”

Section 203 provides: “Whenever any State or political subdivision [covered by the section] provides registration or voting notices, forms, instructions, assistance, or other materials or information relating to the electoral process, including ballots, it shall provide them in the language of the applicable minority group as well as in the English language.”

(An excerpt from the US Department of Justice, Civil Rights Division pamphlet regarding Voting Rights, http://www.usdoj.gov/crt/voting/sec_203/minority.pdf)

The Voting Rights Act applies to all elections conducted by San Mateo County as well as cities, special districts, and school districts located within the county. **This is a federal mandate that is not funded**; therefore the election costs will be divided amongst the jurisdictions holding elections, and the candidate’s submitting candidate statements. As a result of these new language requirements, costs for printing and handling of candidate statements have increased due to items such as higher printing and translation costs.



**United States Department of Justice
Civil Rights Division**



Administrative Contact & Incumbent List



In order to ensure an efficient, orderly election for your district, please complete the following information.

Please fax this form to the Elections Office, 650-312-5348, as soon as possible.

District _____

Primary Administrative Contact

Name _____

Phone _____ Fax _____

E-Mail _____

Secondary Administrative Contact

Name _____

Phone _____ Fax _____

E-Mail _____

List of Incumbent Board of Directors Officers

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

Name _____ Most Recent Date Appointed/Elected _____

WARREN SLOCUM

SAN MATEO COUNTY CHIEF ELECTIONS OFFICER & ASSESSOR-COUNTY CLERK-RECORDER

November 6, 2007

UDEL ELECTION CALENDAR - DISTRICT

# DAYS PRIOR	DATE	ACTION TAKEN
130	June 29, 2007	(School or Special District Vacancy) Last day for the governing body of the local jurisdiction to call an election to fill a vacancy. GC §1780; Ed. Code §5091
125	7/5/2007 **	Last Day for School or Special District to Return Candidate Policy Form. EC §§10509 ** <i>Falls on a holiday, can return Policy Form next business day.</i>
123	July 6, 2007	(School District Vacancy) Last day for the school governing board to deliver resolution to County Superintendent and Elections Official calling the election of governing board members. Ed.C §5322
120	July 9, 2007	(School District Vacancy) Last day for the County Superintendent to deliver official order and formal notice of election of governing board members to Elections Official. Ed.C §5324
120 90	July 9, 2007 August 8, 2007	Between these dates, the County shall publish Notice of Election. EC §§12109, 12112; GC §6061; Ed.C §5363
113 88	July 16, 2007 August 10, 2007	Declarations of Candidacy/Nomination Papers - Between these dates, eligible candidates for local offices may obtain and file required nomination forms, submit statement and payment. EC §§8000 et sec., 10220, 10407, 10510, 10603, 13107, 13307; Public Resources Code §5532; Harbors & Navigation Code §6054
Fixed	July 31, 2007	Last day to file semiannual campaign statements, if required, by all candidates and committees. Also, last day to file supplemental independent expenditure reports. GC §§84200,84218, 84203.5
88	August 10, 2007	Candidate filing period closes; all required forms must be complete. Also, last day for LOCAL candidate whose filing period ends this day to withdraw from the election. EC §§8000 et sec, 10220, 10407, 10510, 10603, 13107, 13307 ; Public Resources Code §5532; Harbors & Navigation Code §6054
88	August 10, 2007	Last day for local entity to request consolidation from the Board of Supervisors. EC §§10400 - 10403, 9400, 9401; Ed.C §5322 & 5325 (for Schools, this applies to Measures only) Also, deadline for filing Tax Rate Statement for any bond measure appearing on the ballot. EC §9401
88 78	August 10, 2007 August 20, 2007	Local 10-calendar day examination period begins at 5:00 p.m. for documents filed as of the 88th day prior to the election. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Includes resolutions, ordinances, tax rate statements, declarations, and candidate statements. EC §§9190, 9295, 9380, 9509, 13313
87	August 11, 2007	Extended candidate filing period for declarations of candidacy and nomination papers. If an <u>eligible</u> incumbent does not file or fails to qualify by 5:00 p.m. candidates other than the incumbent may obtain and file all required nomination forms. This extension does not

# DAYS PRIOR	DATE	ACTION TAKEN
83	August 15, 2007	apply to Federal Offices or State Legislative offices appearing on the general ballot. EC §§8024, 10225, 10407(b), 10516, 10604; Public Resources Code §5532
85	August 13, 2007	Last day for a candidate whose filing period ended on the 88th day to withdraw candidate statement. EC §13307(a)(3)
83	August 15, 2007	Local 10-calendar day examination period begins at 5:00 p.m. for documents filed as of the 83rd day prior to the election. Includes <u>amended</u> resolutions, <u>amended</u> ordinances, and declarations and candidate statements filed during the extended nomination period.
73	August 25, 2007	Review period will end on Monday, August 27, 2007 at 5:00 p.m. as 73rd day falls on a Saturday. EC §§9190, 9295, 9380, 9509, 13313
82	August 16, 2007	Random Alpha Drawing for order of names on ballot and measure letter assignment. EC §§13111, 13112, 13116 Last day for a candidate whose filing period ended on the 83rd day to withdraw candidate statement. EC §13307(a)(3)
81	17-Aug-07	Last day for City Clerks to submit names and ballot designations to County Clerk. EC §10403 Primary arguments in favor of and against local ballot measures due. EC §§9162-63, 9282-83, 9286, 9315-16, 9501-02
81	17-Aug-07	10-calendar day review period - begins at 5:00 p.m. for primary arguments in favor of or against local ballot measures.
71	27-Aug-07	EC §§9190, 9295, 9380, 9509
78	20-Aug-07	10-calendar day public review period ends at 5:00 p.m. for all public documents filed as of the 88th day prior to the scheduled election. EC §§9190, 9295, 9380, 9509, 13313
73	25-Aug-07	10-day calendar review ends for documents filed as of 83rd day - in conjunction with candidate filing extension and measure amendment deadlines. EC §§9605, 13313
71	27-Aug-07	10-calendar day review period - ends at 5:00 p.m. for primary arguments in favor of or against local ballot measures (filed E-81). EC §§9190, 9295, 9380, 9509
71	27-Aug-07	Last day to file Rebuttal Arguments in favor of and against measures. EC §§9163, 9167, 9285-86, 9316-17, 9501.5, 9502, 9504
71	27-Aug-07	Impartial Analysis due.
71	27-Aug-07	10-calendar day review period - begins at 5:00 p.m. for rebuttal arguments in favor of or against local ballot measures and impartial analysis.
61	6-Sep-07	EC §§9190, 9295, 9380, 9509
57	September 10, 2007	Statements of Write-in Candidacy - Between these dates, any qualified person may obtain and file nomination forms to be a Write-In candidate for public office. Filing fee is not required. EC §§8600-8605
14	October 23, 2007	
40	September 27, 2007	Counties to mail county (and state) sample ballot pamphlet to voters which provides for local issues and polling place notification. EC §§9094(c), 13303-13304
10	October 27, 2007	

<u># DAYS PRIOR</u>	<u>DATE</u>	<u>ACTION TAKEN</u>
Fixed	October 5, 2007	Pre-election Campaign and Supplemental Independent Expenditure Statements due. GC §§84200.5, 84200.7(b), 84203.5
29 7	October 8, 2007 October 30, 2007	Between these dates, any registered voter may obtain an absentee voter ballot. EC §3001
16 1	October 21, 2007 November 5, 2007	Late Contribution Report/Late Independent Expenditure Report/Late Payments - State Mailer Organization. GC §§84203, 84204, 84220 24-Hour Statement of Organization Filing Requirement – Recipient Committees & State Mailer Organizations. GC §§84101, 84108
15	October 22, 2007	Voter Registration Closes. EC §§2102, 2107
Fixed	October 26, 2007	Pre-election Campaign and Supplemental Independent Expenditure Statements due. GC §§84200.5, 84200.7(b), 84203.5
0	November 6, 2007	Election Day EC §§1000, 1001, 1100, 1200, 14212 Polls open at 7 a.m. and close at 8 p.m.
(+28)	December 4, 2007	No later than this date, the county elections official must complete the canvass, certify its results, and submit it to the board of supervisors. EC §§15372, 15400-15401
Date Fixed	January 31, 2007	Date set by law. The last day to file semiannual campaign statements, if required, by all candidates and committees. Also, last day to file supplemental independent expenditure reports. GC §§84200,84218, 84203.5

Footnotes

EC = California Elections Code; GC = Government Code; EdC = Education Code
All above California Codes may be referenced online at: www.leginfo.ca.gov/calaw.html

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Acting General Manager

Agenda: June 12, 2007

Date: June 7, 2007

Subject: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT PLACING IN NOMINATION A DIRECTOR AS A BOARD MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES, REGION 5

Recommendation:

Discuss and approve the attached resolution.

Background:

ACWA's ten regions will be holding elections this year to identify members to serve on the region boards for the upcoming 2008-2009 term. The deadline for submitting the nomination request is July 2nd. In late July, the Nominating Committee will meet to determine a recommended slate of individuals for election and the elections will thereafter take place in August and September, with the election results announced on October 4th.

Fiscal Impact:

\$500.00 - \$1,000.00 for attendance at several meetings throughout the year.

RESOLUTION NO. 2007-__

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
PLACING IN NOMINATION _____
AS A BOARD MEMBER OF THE ASSOCIATION OF CALIFORNIA
WATER AGENCIES, REGION 5**

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

WHEREAS, the Board of Directors of the Coastsides County Water District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA); and

WHEREAS, _____ has indicated a desire to serve as a Board Member of ACWA Region 5.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

1. That the Board of Directors does place its full and unreserved support in the nomination of _____ for the position of Board Member of ACWA Region 5.
2. That the Board of Directors does hereby determine that the expenses attendant with the service of _____ in ACWA Region 5 shall be borne by the Coastsides County Water District.

PASSED AND ADOPTED this 12th day of June 2007 by the following votes of the Board of Directors:

AYES:
NOES:
ABSENT:

Jim Larimer, Board of Directors
Coastsides County Water District

ATTEST:

Secretary of the Board of Directors

2007 ACWA ELECTION
(2008-2009 Term)

REGION 5
NOMINATION
PACKET

MEMORANDUM

May 1, 2007

**TO: ACWA REGION 5 AGENCY MEMBER PRESIDENTS
AND GENERAL MANAGERS**

FROM: REGION 5 NOMINATING COMMITTEE

Bette Boatmun

Contra Costa Water District
4004 Salem Street
Concord, CA 94521
926-689-0346
bboatmun@yahoo.com

Tammy Rudock

Cambria CSD
P.O. Box 65
Cambria, CA 93428
805-927-6230
trudock@cambriacsdsd.org

Bert Michalczyk

Dublin San Ramon SD
7051 Dublin Blvd.
Dublin, CA 94568
925-828-0515
michalczyk@dsrsd.com

**SUBJECT: CALL FOR NOMINATIONS FOR REGION 5 LEADERSHIP:
Seeking Candidates for Region Officer and Board Member Positions
For 2008-2009 Term**

The Region 5 Nominating Committee is looking for members who are interested in leading the direction of ACWA Region 5 for the 2008-2009 term. The Nominating Committee is currently seeking candidates for the Region 5 Board, which is comprised of Chair, Vice Chair and up to five Board Member positions.

The leadership of ACWA's ten geographical Regions is integral to the leadership of the Association as a whole. The Chair and Vice Chair of Region 5 serve on ACWA's Statewide Board of Directors and recommend all committee appointments for Region 5. Members of the Region 5 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA's goals.

If you, or someone within your agency, are interested in being a leader within the Association by becoming a Region 5 Officer or Board Member, please complete the following steps:

- 1) **Read the enclosed information on the Region Role and Responsibilities, Election Timeline Process and Procedures, and Region 5 Rules and Regulations**
- 2) **Complete the enclosed Nomination Request Form including a brief, half-page bio describing your qualifications**
- 3) **Obtain a Resolution of Support from your agency's Board of Directors (*see sample*)**
- 4) **Submit the requested information to ACWA by: MONDAY, JULY 2, 2007**

We will keep candidates informed of each step throughout the election process. The Region 5 Nominating Committee will announce their recommended slate the week of July 20, 2007 and the elections will be completed by September 30, 2007. Candidates who are elected will begin their two-year term of service on January 1, 2008.

If you have any questions, please contact ACWA Field Representatives Tiffany Giammona, tiffanyg@acwa.com or Charles Anderson, charlesa@acwa.com, at (916) 441-4545.

ACWA
REGION OFFICER/BOARD MEMBER CANDIDATE NOMINATION
FORM

DUE: MONDAY, JULY 2, 2007

Send To:
ACWA
Attn: Jessica Burnor
910 K Street, Suite 100
Sacramento, CA 95814

Or Fax to:
(916) 325-2316 Attn: Jessica Burnor

Name of Candidate: _____

Agency: _____ Title: _____

Phone: _____ Fax: _____ E-mail: _____

ACWA Region: _____ County: _____

Region Board Position Preference: (please check all that may apply)

Chair Vice Chair Board Member

Agency Function(s): (check all that apply)

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Wholesale | <input type="checkbox"/> Conservation |
| <input type="checkbox"/> Sewer | <input type="checkbox"/> Flood Control |
| <input type="checkbox"/> Retailer | <input type="checkbox"/> Groundwater Management |
| <input type="checkbox"/> Ag | <input type="checkbox"/> Wastewater Reclamation |
| <input type="checkbox"/> Urban | <input type="checkbox"/> Water Use Planning |
| | <input type="checkbox"/> Other: _____ |

Describe your ACWA-related activities that help qualify you for this office:

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
(DISTRICT NAME)
PLACING IN NOMINATION (NOMINEE NAME)
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION ___ (POSITION)**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF (DISTRICT NAME) AS FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the (District Name) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) (Nominee Title), (Nominee Name) is currently serving as (Position) for ACWA Region ____

and/or

(iii) (Nominee Name) has indicated a desire to serve as a (Position) of ACWA Region ____.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF (DISTRICT NAME),

(i) Does place its full and unreserved support in the nomination of (Nominee Name) for the (Position) of ACWA Region ____.

(ii) Does hereby determine that the expenses attendant with the service of (Nominee Name) in ACWA Region ____ shall be borne by the (District Name).

Adopted and approved this ____ day of ____ (month) 2001.

(SEAL)

(Nominee Name), (Title)
(District Name)

ATTEST:

(Secretary Name), Secretary

I, (SECRETARY NAME), Secretary to the Board of Directors of (District Name), hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the ____ day of ____ (month) 2001, and was adopted at that meeting by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

(Secretary Name), Secretary to the
Board of Directors of
(District Name)



2007 Region Election Timeline (2008-2009 Term)

February – Apr. 20: Nominating Committees Appointed

- Region chairs appoint three to five region members to serve as the respective region's Nominating Committee.
- The Nominating Committee appointments will be announced to the ACWA membership during Spring Conference.
- Those serving on nominating committees are ineligible to seek region offices.

May 8:

Call for Candidates

- The call for candidate nominations for Region Officers (chair/vice chair) and Board Member positions will be announced and packets will be distributed at ACWA Spring Conference. *(The packet will include a Nomination Request Form, a sample board resolution of support and a list of the roles and responsibilities for each of the region positions.)*
- The call for candidate nominations packet will be sent from region nominating committees to ACWA member agency Board Presidents and General Managers.

July 2:

Deadline for Nomination Requests

- Deadline to submit all Nomination Request Forms and board resolutions of support for candidacy for region positions.
- Nominating Committee members may need to solicit additional candidates in person to achieve a full complement of nominees for the slate.

July 16:

Candidate Information to Nominating Committees

- All information submitted by candidates will be forwarded from ACWA to the respective region Nominating Committee members with a cover memo explaining their task.

July 20-30:

Recommended Slates Selected

- Nominating Committees will meet (in person or via phone) to determine a slate of individuals to recommend to their region members for election.
- Nominating Committee chairs will inform their respective ACWA field representative and current region chair of their recommended slate.

August 1:

Elections Begin (Mail or In Person)

- For those regions holding elections via mail, official ballots identifying the recommended Nominating Committee slate and any additional candidates for consideration will be produced and mailed to ACWA member agencies only. Those regions holding elections in-person will be sent "**unofficial ballots**" to be used as a reference prior to the in-person election meeting. Nominations will be accepted from the floor at in-person meetings provided that all candidates have submitted the required documents by the July 2nd deadline. (*Meetings must be held between August 1 and September 30.*)
- One member from each agency present will sign in as the designated voter.
- Only one ballot per agency will be provided.

September 30:

Election Results Due

- Deadline for ALL region elections. All ballots must be received by ACWA.

October 4:

Announcement of Election Results

- Newly-elected members of the region boards will be contacted accordingly.
- An ACWA Advisory will be distributed (via fax) to all members reporting the statewide region election results.
- Results will be posted at acwa.com.
- Region election results will be published in the October 17 issue of *ACWA News*.
- Notify Region Chairs of their Election and of the Timing for the Training for the Committee Recommendation Process
- Schedule and Executive Regions Chair Training for the Committee Recommendation Process



THE ROLE OF THE REGIONS

Mission: *ACWA Regions will provide the grassroots support to advance ACWA's legislative and regulatory agenda.*

Background

As a result of ACWA's 1993 strategic planning process, known as Vision 2000, ACWA modified its governance structure from one that was based on sections to a regional-based configuration. Ten regions were established to provide geographic balance and to group agencies with similar interests.

The primary charge of regions:

- I. To provide a structure where agencies can come together and discuss / resolve issues of mutual concern and interest and based on that interaction, provide representative input to the ACWA board.
- II. To provide the local outreach organization (grassroots support) necessary to advance ACWA's legislative and regulatory priorities as determined by ACWA policy through the Board, State Legislative, Federal Affairs, or other policy committees.
- III. To provide a forum to educate region members on ACWA's priorities and issues of local and statewide concern.
- IV. To assist with association membership recruitment at the regional level.
- V. To take positions recommending specific action to the ACWA Board on local, regional, state and federal issues as well as to recommend endorsement for various government offices and positions. ***Individual region boards CANNOT take positions, action or disseminate communication on issues and endorsements without going through the ACWA Board structure.***

Region chairs and vice chairs, with support from their region boards, provide the regional leadership to fulfill this charge.

GENERAL DUTIES / RESPONSIBILITIES FOR REGION OFFICERS

Region Chair:

- Serves as Region representative to the ACWA Board of Directors at six meetings per year, and periodic chair, vice chair meetings.
- Is a member of ACWA's Outreach Program, and encourages involvement.
⇒ Appoints Outreach Contact to help lead outreach effort within the region.
- Presides over all Region activities and ensures that such activities promote and support accomplishment of ACWA's Goals.
- Makes joint recommendations to the ACWA president regarding regional appointment to all ACWA committees.
- Selects representatives to serve on the region's nominating committee.
- Facilitates communication from the regional board and region members to the ACWA Board and staff.

Region Vice Chair:

- Serves as Region representative to the ACWA Board of Directors at six meetings per year, and periodic chair, vice chair meetings.
- In the absence of the chair and in partnership with the chair, exercises the powers and performs duties of the region between region activities.
- Is a member of ACWA's Outreach Program, and encourages involvement.
- Makes joint recommendations to the ACWA president regarding regional appointment to all ACWA committees.

Region Board Member:

- Serves as alternate for the chair and/or vice chair in their absence (if appointed) to represent the region to the ACWA Board.
- Supports program planning and activities for the region.
- Actively participates and encourages region involvement in ACWA's Outreach Program.

**ACWA REGION 5
RULES & REGULATIONS**

Region Board Composition:

- The region shall elect its chair and vice chair to the Association's Board of Directors as provided in Article IV, Section 1(b) of ACWA's Bylaws, and elect five (5) region board members.
- A Region 5 secretary shall be appointed from the Region 5 Board.

Candidate Eligibility:

- All ACWA public agency members are eligible to serve in region officer and board member positions based on the condition that they meet the following criteria:
 - a) All candidates must represent an ACWA agency member.
 - b) All candidates must have a resolution of support signed by their affiliated agency.
- All candidates must be local agency board members.
- Only one person from a member agency can hold an elected position within the Region at the same time.

Board Member Responsibility:

- Members of the Region 5 Board are expected to attend all Region 5 board and membership meetings. Two (2) unexcused absences in a calendar year shall result in removal from office.

Term of Service:

- Region officers and board members shall hold office for two (2) years, or until successors are elected and take office.
- The newly-elected region board members take office effective January 1 of the calendar year following the election.

Alternates:

- The Chair and Vice Chair shall each appoint their alternate to the ACWA Board, from the Region 5 Board members, as needed. Alternates will represent the region at meetings of the Association's Board of Directors when the chair or vice chair is unable to attend.
- The Vice Chair position shall automatically ascend to the Chair position in the event that a vacancy occurs during the regular term cycle.

Vacancies:

- Should a vacancy occur on the region board before the end of the term, the region board shall appoint a new region board member, pending support from his/her agency.

Voting Eligibility:

- In accordance with ACWA's Bylaws, only ACWA public agency members are entitled to vote during a region board election and at all region meetings.
- Each agency is entitled to one vote.

Elections:

- The region shall conduct its election either by mail ballot or at an in-person region meeting before September 30 of odd-numbered years. *Please see the current region election timeline for specific dates.*
- Mail ballots will be sent to the board president of each ACWA member agency and will require the Board President's signature for approval. Agency general managers will be sent copies of the ballot mailing.
- In-person elections will require one designated voter for each agency, whose name must be identified in writing on the ballot.
- If an election is held in person, additional nominations for region officers will be taken from the floor just prior to the election of Region. Nominations from the floor are only valid if the required application and formal resolution of support approved by the sponsoring agency board have been submitted by the stated deadline.

Nominating Committee:

- All nominations received for the positions of chair, vice chair and Region board members for each region shall be accompanied by a resolution of support from each sponsoring member agency, signed by an authorized representative of the board of directors. This policy applies to nominations received in the ACWA office prior to the region election and to all nominations received from the floor at the region election. (Feb. 1996)
- The region chair shall appoint a nominating committee of three (3) and no more than five (5) persons to:
 - a) Pursue qualified members from within the region to run for election to the region board.
 - b) Review eligible nomination requests and select a slate of candidates for consideration by the voting ACWA region membership.
 - c) Consider geographic diversity, agency size and focus in selecting a recommended slate of candidates.
 - d) Only one individual may be nominated from a given agency to run for election to a region board.
 - e) Agencies with representatives serving on region nominating committees should strive not to submit nominations for the region board from their agency. (Nov. 2005)

Revised 1-3-06

- Nominating Committee members must represent ACWA public agency members.
- In an effort to preserve objectivity during the Nominating Committee process, candidates other than Nominating Committee members shall be nominated for election.
- Only one person from a member agency may serve on the Region 5 Nominating Committee.
- The nominating committee appointments shall be announced during ACWA's spring conference of the calendar year of an election.

Region Activities:

- Region 5 will meet at the two ACWA conferences and at the call of the Chair.

Endorsements:

- ACWA, as a statewide organization, encourages the endorsement of candidates on boards or commissions who have the potential for impacting on member agencies or the way they do business.
- For local positions, endorsement recommendations should be sent to the region in which the local board or commission is located. The region board will make its recommendation for endorsement to the ACWA Board.
- For regional positions, endorsement recommendations should be sent to each region that has a position of the territory covered within its geographic boundaries. The region boards will make their recommendations for endorsement to the ACWA Board.
- For statewide positions, endorsement recommendations should be sent to regions from which the individual being recommended resides and to all other ACWA regions. Relevant committees will be notified regarding an endorsement that pertains to its assigned areas of responsibility. Committees need to make their thoughts known to the recommending region in a timely manner. The region board will make its recommendation for endorsement to the ACWA Board.
- ACWA region boards are recommending bodies to the ACWA Board. The ACWA Board will take action for endorsement of candidates for various local, regional, or statewide boards or commissions. (Sept. 1996)

Committee Recommendations and Representation:

- All regions will be given equal opportunity to recommend representatives of the region for appointment to standing and regular committees of the Association. If a region fails to provide full representation on all ACWA committees for their respective region, those committee slots will be left open for the remainder of the

term or until such time as the region designates a representative to complete the remainder of the term.

- At the first region board / membership meeting of the new term, regions shall designate a representative serving on each of the standing and regular committees to serve as the official reporter to and from the committee on behalf of the region to facilitate input and communication. (Nov 2005)

Finance Committee Service by Region Chairs / Vice Chairs:

- Regions at the first board meeting / membership meeting of the new term will designate either the chair or the vice chair to serve as the official representative of the region to ACWA's Finance Committee. (Nov. 2005)

Attendance:

- ACWA Board of Directors
Regular attendance by ACWA Board members is expected and necessary to assure proper governance of the Association. If a region chair or vice chair misses three consecutive ACWA Board meetings, the region board shall appoint from among the existing region board a new region officer. If the region chair or vice chair misses three consecutive region board / membership meetings, the same process shall be used to backfill the region officer position. (Nov. 2005)
- ACWA Committees
If a committee chair of a standing committee misses three consecutive ACWA Board meetings, the ACWA president shall appoint a new committee chair. If any committee chair misses three consecutive committee meetings, the ACWA president shall also move to appoint a new committee chair. (Nov. 2005)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Field Operations Staff

Agenda: June 12, 2007

Report

Date: June 7, 2007

Subject: Status Report on the Current Major Capital Improvement Projects

Main Street / Highway 92 Pipeline Replacement Project

- Construction started on Wednesday, November 1st 2006. Work completed to date includes: all of the remaining pipeline has been installed on Main Street and has passed the pressure and bacteriological tests; the new pressure reducing valve (PRV) station has been installed, adjusted and is in service; South Main Street has been put into service from the PRV station to the bridge; 1,355 feet of the 8" pipeline has been installed on Route 92 to the Hilltop Market and has passed the pressure and bacteriological tests; the 10" main line is off from the old Pressure Reducing Valve to South Main Street (just before the bridge); and service tie-ins have been completed on North and South Main Street, the Stone Pine Center, and Highway 92. Progress on the project continues:
- Currently waiting for pipeline plan revisions to be completed for the pipeline providing service to the Hilltop Mobile Home Park.
- All new Main Street pipeline installed is now in service.
- All new installed services include new meters and check valves where possible.

Water Treatment Plant (WTP) Short-Term Improvements

A complete update on the progress of the Short-Term Improvements for the Nunes and Denniston Water Treatment Plants is provided under the District Engineer's Work Status Report – (Agenda Item # 8A).

SCADA System Replacement

A complete update on the progress of the SCADA System Replacement Project is provided under the District Engineer's Work Status Report – (Agenda Item # 8A).

Carter Hill East Pipeline Replacement Project

- This project was awarded to Stoloski & Gonzales, Inc. for \$140,360.00 at the November Board of Directors meeting. A Notice to Proceed was issued to the contractor on January 11, 2007 and the Contractor has ninety (90) days to complete the project. The project is almost completed, with only a few minor punch list items to be resolved.
- The brief shut-down to remove the 12" valve occurred on June 6, 2007. Remaining punch list items have also been completed. A notice of the project's completion is scheduled to be placed on the July Board Agenda.

Phase 3 - El Granada Pipeline Replacement Project **El Granada Pipeline Replacement Project Phase 3** **City and County Portions**

A complete status report on the Phase 3 El Granada Pipeline Replacement Project is provided under the District Engineer's Report – (Agenda Item # 8B).

**COASTSIDE COUNTY WATER DISTRICT
MEMORANDUM**

TO: JOE GUISTINO, SUPERINTENDENT OF OPERATIONS/ACTING GENERAL
MANAGER

FROM: STEVE TWITCHELL, TREATMENT PLANT SUPERVISOR

SUBJECT: OUTSTANDING VOLUNTEER AWARD – SAVE THE BAY PROJECT

DATE: JUNE 5, 2007

On June 4, 2007, on behalf of the Coastside County Water District, I was awarded the Outstanding Volunteer Award from local Girl Scout Troop 2352. This award was presented for the work performed for this Girl Scout troop over the past seven months, in association with the Save the Bay project.

The purpose of this exercise was to educate the Scouts (ages 7 to 17), on the importance of water, water shed management, water treatment, and the direct impact to the environment. I provided tours to the Scouts of the Denniston Reservoir and Denniston Creek, where they ran samples of the watershed, including temperature, turbidity and pH. These tests were performed several times over the period of four months, where the troop members collected data and compared their findings, in order to see the changes in the water over a period of time. The Nunes Water Treatment Plant was also toured, where I assisted the Scouts in the lab, with running turbidity samples on the raw water and treated water, in addition to escorting the group over the top deck area to witness the different stages of the water treatment process.

I appreciate the continued opportunity to be involved in this project, and on behalf of the District, was honored to receive this award from the Coastside Association and local Girl Scout Troop # 2352, in conjunction with the Save the Bay project.


Outstanding Volunteer Award

Presented to

Steve Twitchell

on June 4th, 2007

The Coastside Association and Troop #2352 would like to thank you. Your time and effort is appreciated. In the words of Winston Churchill "You make a living by what you get, but you make a life by what you give."



Ramona Alvarado
Coastside Coordinator

