

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, June 14, 2011- 7:00 p.m.**

**AGENDA**

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

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

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

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

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

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

**4) PUBLIC HEARING ([attachment](#))**

- **To allow community input on Coastside County Water District's (CCWD) 2010 Urban Water Management Plan**
- **To consider adoption of Resolution 2011-\_\_ - Authorizing the Approval of an Urban Water Management Plan**
  - A. Open Public Hearing
  - B. Staff Presentation of CCWD's 2010 Urban Water Management Plan ([attachment](#))
  - C. Public Comments
  - D. Close Public Hearing
  - E. Board Comments / Board Action

**5) CONSENT CALENDAR**

The following matters before the Board of Directors are recommended for action as stated by the General Manager.

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

- A. Approval of disbursements for the month ending May 31, 2011: Claims: \$438,279.24; Payroll: \$ 70,820.70; for a total of \$509,099.94 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of the May 10, 2011 Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report ([attachment](#))
- G. May 2011 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for May 2011 ([attachment](#))

**6) MEETINGS ATTENDED / DIRECTOR COMMENTS**

**7) GENERAL BUSINESS**

- A. Award of Contract for Construction of Denniston Water Treatment Plant Improvements Project ([attachment](#))
- B. Award of Contract for Denniston Water Treatment Plant Improvements Project Construction Management ([attachment](#))
- C. Award of Contract to Provide Power to Blending Station Site ([attachment](#))
- D. Resolution 2011-\_\_ - A Resolution Calling For and Giving Notice of a Regular District Election ([attachment](#))
- E. Resolution 2011-\_\_ Formalizing Policy for Paying and Reporting the Value of Employer Paid Member Contributions to the California Public Employees' Retirement System (CALPERS) ([attachment](#))
- F. Resolution 2011-\_\_ A Resolution Amending Coastside County Water District Personnel Manual ([attachment](#))
- G. District Financing Plan Update ([attachment](#))
- H. Draft Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011-2012 to 2020-2021 Capital Improvement Program ([attachment](#))

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

- 1. Water Day Recognition
- 2. Nurserymen's Exchange Bankruptcy
- A. Operations Report ([attachment](#))
- B. Water Resources Report ([attachment](#))

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

**10) ADJOURNMENT**

# Staff Report

**To:** Coastside County Water District Board of Directors  
via David Dickson, General Manager  
**From:** Cathleen Brennan, Water Resource Analyst  
**Agenda:** June 9, 2011

**Date of Report:** June 14, 2011

**Subject:** Approval of Resolution No. 2011-\_\_\_\_, adopting the 2010-2015 Urban Water Management Plan

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## **Recommendation:**

Approve Resolution No. 2011-\_\_\_\_, adopting the 2010-2015 Urban Water Management Plan

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## **Background**

Urban Water Management Plans (UWMPs) are prepared by California's urban water suppliers to support their long-term resource planning and to ensure adequate water supplies are available to meet existing and future water demands. Every urban water supplier that either provides over 3,000 acre-feet of water annually or serves more than 3,000 or more connections is required to assess the reliability of its water sources over a 20-year planning horizon considering normal, dry, and multiple dry years. This assessment is to be included in its UWMP, which are to be prepared every 5 years and submitted to the Department of Water Resources. The Department of Water Resources then reviews the submitted plans to make sure they have completed the requirements identified in the Urban Water Management Planning Act. Failure to comply with the Urban Water Management Planning Act could result in the inability to get certain grants and loans from the state.

The UWMP also serves as a foundational document that will be used by the city and the county in their General Plans. The connection between UWMPs and General Plans is part of the Water Supply Assessment process required by SB610 and SB221 that attempts to integrate land use and water supply planning.

New required elements in the 2010 UWMP include:

- Urban Water Use Targets for 2015 and 2020 (Water Conservation Act of 2009)
- Demand projections that include the Urban Water Use Targets for 2015 and 2020 (Water Conservation Act of 2009)

- Required implementation of Demand Management Measures (AB1420)
- Demand projections for lower income housing (CWC § 10631.1(a))

Staff used Maddaus Water Management to assist us with modeling our water demand, as required by the Urban Water Management Act. Maddaus Water Management modeled our water demand for the 2005 UWMP and has done water demand modeling for BAWSCA and its member agencies.

It is staff's objective to publish the District's 2010 UWMP on time and to ensure that the UWMP meets all the regulatory requirements, so that DWR will deem it complete upon its initial review. Gerry Nakano P.E. and Elizabeth Drayer P.E. of West Yost Associates have been working with staff to create a 2010 UWMP that meets or exceeds the regulatory requirements.

### **Public Hearing for Review and Adoption**

After the public hearing, the Board of Directors may decide to:

1. Adopt the 2010 UWMP with no changes; or
2. Adopt the 2010 UWMP with specified changes; or
3. Recommend changes and request that the revised 2010 UWMP be brought before the Board of Directors for final adoption on June 28<sup>th</sup>

There are two parts of the 2010 UWMP that the Board has already adopted. The Water Shortage Contingency Plan in Appendix I and the Urban Water Use Targets for 2015 and 2020 (Water Conservation Act of 2009 aka SBx7-7), as found in Appendix F.


### **Time Sensitive Requirements**

- **60-days prior to the Review/Adoption Hearing:** The UWMP regulations requires that a hearing be held prior to adoption of an UWMP (CWC §10642). Any city or county within which a water supplier delivers water is to be notified at least 60 days prior to the hearing that the UWMP is being reviewed (CWC §10621)
  - In January and February of 2011 notices were mailed to interested parties informing them that the District was in the process of amending its UWMP
  - In January a notice was published in the Half Moon Bay Review informing the public that the District was in the process of updating its UWMP
  - In January a notice was posted on the District's bulletin board notifying customers that the District is in the process of amending its UWMP

- A newsletter was mailed to all customers in March and April informing them that the UWMP was in the process of being updated
- Notification letters were mailed to interested parties on April 12, 2011 with the date and location of the public hearing and the notice was posted on the District's website
- A notice was posted on the District's bulletin board informing customers of the public hearing
- Notification in the Half Moon Bay Review of the Public Hearing on May 25<sup>th</sup>, June 1<sup>st</sup> and June 8<sup>th</sup> Editions
- **Prior to adopting a plan:** The urban water supplier shall make the plan available for public inspection (CWC §10642). *Note - specific dates or length of time are not indicated.*
  - Draft Plan (PDF) available on the District's website on May 31, 2011
  - Draft Plan (hard copy) available at District Office on May 27, 2011
  - Draft Plan (hard copy) available at Half Moon Bay Library on May 27, 2011
  - Draft Plan (hard copy) delivered to the City of Half Moon Bay Planning Department and the County of San Mateo Planning Department on June 1, 2011
- **30-days after Adoption:** Submit the UWMP to DWR, the California State Library, and any city or county within which it supplies water. Copies of any changes or amendments also have to be submitted within 30 days (CWC §10644(a))
- **30-days after Submission to DWR:** Provide a copy of the UWMP for public review during normal business hours (CWC §10645)
- **60-days after Submission to DWR:** Provide the applicable portions of the UWMP to any city or county within which the supplier provides water (CWC §10635(b))
- **July - Online Submittal:** Upload an electronic copy through the Department of Water Resources Online Submittal Tool (DOST) and submit data from required UWMP tables



### **Fiscal Impact**

No immediate fiscal impact. The Water Conservation Act of 2009 (SBx7-7) and demand management compliance could increase future District costs.



**Coastside County Water District**  
**2010 Urban Water Management Plan**

Public Hearing  
June 14, 2011



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**Presentation Outline**

- **General overview of Urban Water Management Planning Act requirements**
- **Components of the District's 2010 UWMP**
  - Water demand projections
  - Water supply reliability
  - Water shortage contingency and drought planning
  - Water conservation and demand management
- **Next steps after adoption of UWMP**

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**What is an Urban Water Management Plan (UWMP)?**

- **Long-range water planning document**
- **Planning tool to ensure adequate availability and reliability of water supplies to meet current and future demands**
- **Serves as a foundational document for Water Supply Assessments (as required by SB610 and SB221)**

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**Requirement to Prepare an UWMP**

- **Urban Water Management Planning Act (AB 797)**  
(*Water Code Sections 10610-10656*)
  - Applies to urban water suppliers directly or indirectly serving more than 3,000 customers or more than 3,000 AFY of supply
  - Required to be updated every 5 years
  - Required to remain eligible for State grants and loans
- **The Coastside County Water District is an "urban water supplier"**
  - Currently serves approximately 6,500 connections
  - Provided about 2,300 acre-feet of water for municipal purposes in FY2009/10

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**New Required Elements for 2010 UWMP**

- **Water Conservation Act of 2009 (SBx7-7)**  
(*Water Code Sections 10608-10608.44*)
  - Requires "retail" urban water suppliers (e.g. the District) to adopt per capita water use targets for 2015 and 2020 and incorporate them into their water demand projections
- **Assembly Bill 1420 (AB1420)**
  - Requires implementation of 14 Demand Management Measures (DMMs) or compliance with CUWCC MOU

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**New Required Elements for 2010 UWMP**

- **Demand Projections for Lower Income Housing (Water Code Section 10631.1(a))**
  - As defined in Section 50079.5 of the Health and Safety Code and as found in the housing element for cities and counties.
- **Extended Deadline for UWMP adoption**
  - Typically due by December 31<sup>st</sup> of years ending in "5" or "0"
  - SBx7-7 extended the deadline to **July 1, 2011** to allow urban water suppliers to incorporate the SBx7-7 targets into their 2010 UWMPs

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### Key Components of the UWMP

- **Water Demand Projections incorporating SBx7-7 per capita water use targets (Water Conservation Act of 2009)**
- **Availability and Reliability of the District's water supplies from SFPUC and local sources**
- **Comparison of Supply and Demand to identify any potential supply shortfalls**

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### Key Components of the UWMP

- **Updated Water Shortage Contingency Plan to be implemented in the event of a water shortage or other water supply emergency**
- **Description of demand management and water conservation measures to reduce water use and help comply with SBX7-7 requirements**
- **Update on Wastewater and Recycled Water**

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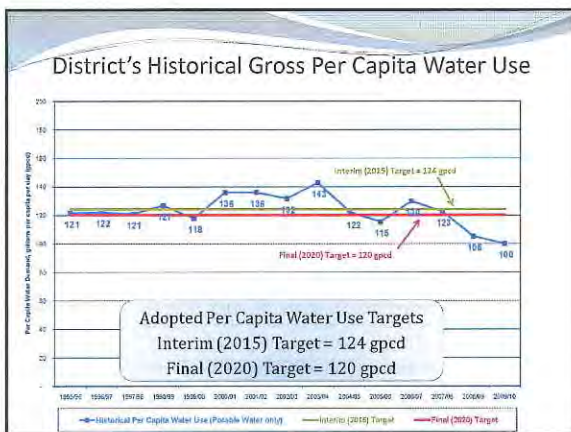
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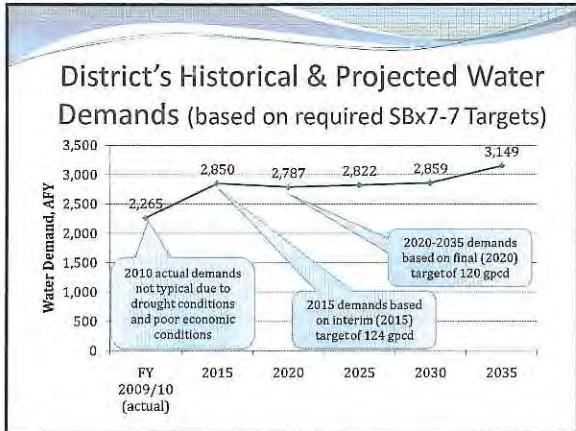
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### Water Supplies

- **Purchased Water Supplies from SFPUC**
  - Individual Supply Guarantee (ISG) of 800 MG/yr
  - Supplies from :
    - Pilarcitos Lake
    - Upper Crystal Springs Reservoir
  - Treated at District's Nunes Water Treatment Plant
- **Local Supplies**
  - Pilarcitos Infiltration Wells (50 MG/yr)
  - Denniston Project
    - Surface Water (200 MG/yr)
    - Groundwater (40 MG/yr)

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### District Facilities

- **Two Water Treatment Plants**
  - Nunes WTP
  - Denniston WTP
- **Pilarcitos Wells**
  - 5 infiltration wells
- **Denniston Well Field**
  - 9 groundwater wells
- **Storage Tanks**
  - 11 tanks with combined capacity of 8.1 MG
- **Pipelines**
  - 100 miles of transmission and distribution system pipelines

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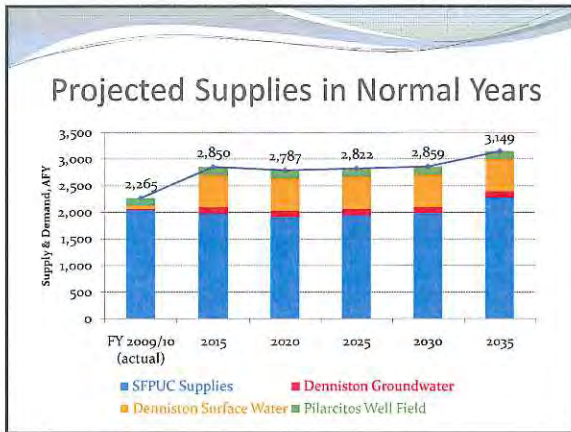
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### Projected SFPUC Supply Under Various Hydrologic Conditions

	Normal Year	Single Dry Year	Multiple Dry Years		
			Year 1	Year 2	Year 3
SFPUCRWS Shortage	0%	10%	10%	20%	20%
Wholesale Allocation (MGD)	184	152.6	152.6	132.5	132.5
District's Allocation (MGD)	2.18	1.82	1.82	1.58	1.58
District's Allocation (MGY)	800	662	662	575	575

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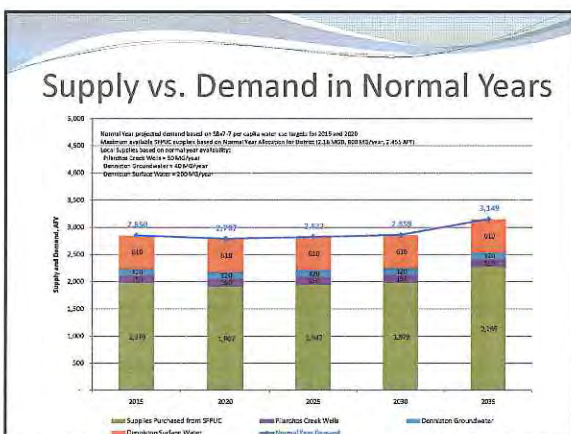
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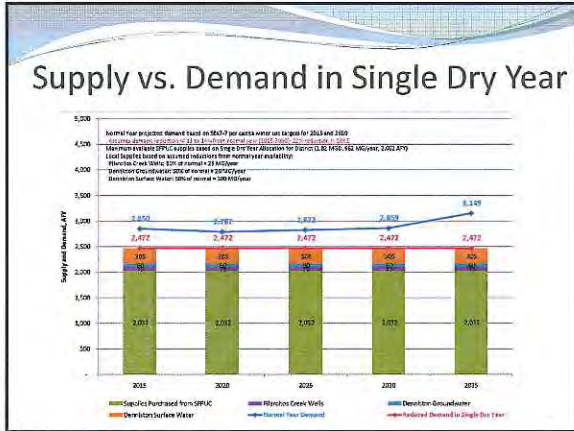
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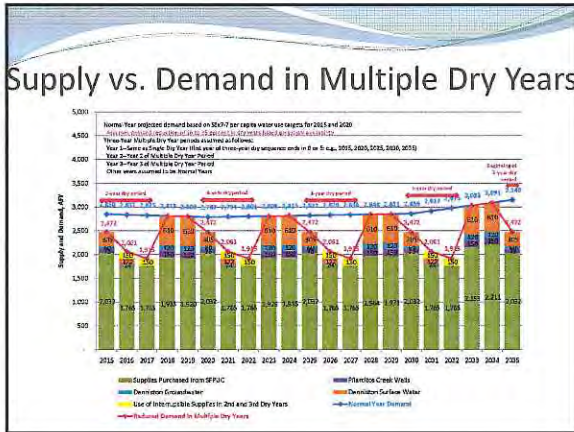
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### Water Shortage Contingency Plan

- Previous Water Shortage Contingency Plan revised and updated to comply with UWMP Act requirements
- Consists of 5 stages of action to address various severities of water shortages
  - Consumption reduction methods
  - Water use restrictions
  - Penalties for non-compliance
- Adopted by District Board of Directors on April 12, 2011 (Resolution No. 2011-06)

Stage	Stage Name	Water Shortage
1	Water Shortage Advisory	0-5%
2	Water Shortage Warning	6-10%
3	Water Shortage Emergency	11-20%
4	Severe Water Shortage Emergency	21-30%
5	Critical Water Shortage Emergency	31-40%

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### Water Conservation and Demand Management

- UWMP Act allows for Demand Management Measures (DMM) requirements to be met through CUWCC MOU compliance
  - District using CUWCC GPCD Compliance Option
  - Submitted BMP reporting sheets to CUWCC on April 26, 2011
    - Draft 2010 UWMP contains data submitted to CUWCC
  - District has "self-certified" compliance with the CUWCC MOU
  - District received coverage reports from CUWCC on June 6, 2011 and those will be included in the final 2010 UWMP




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### Example of Coverage Report from CUWCC

CUWCC BMP RETAIL COVERAGE REPORT 2009-2010  
Foundation Best Management Practices for Urban Water Efficiency

Agency: Coastside County Water District    District Name: Coastside County Water District    Account No: 58

Primary Contact: Callie    Phone: 408.735.4415    Email: callie@coastsidewa.gov

Compliance Option Chosen By Reporting Agency: Traditional Fee For Use (GPCD)  
GPCD if used:     GPCD in 2010:     GPCD Target for 2010:

Year	Report Target	% Water	GPCD	% Water	GPCD
2010	1	98.8%	100	100.0%	100
2011	2	97.8%	110	99%	120
2012	3	95.2%	112	95%	118
2013	4	95.0%	108	94%	115
2014	5	92.0%	104	92%	114

Report Target for 2010 GPCD:   
 GPCD in 2010:   
 Report Target for 2010 GPCD:   
 Actual GPCD for 2010:   
 On Track:

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### Actions Completed to Date

- Water Conservation Act of 2009:**
  - Completed evaluation of per capita water use
  - Conducted public hearing and adopted interim (2015) and final (2020) water use targets on April 12, 2011 (Resolution No. 2011-07)
  - Incorporated the per capita water use targets into the Draft 2010 UWMP




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**Actions Completed to Date** 

- **Urban Water Management Planning Act**
  - Provided 60-day notice to San Mateo County and City of Half Moon Bay and other stakeholders (April 12, 2011)
  - Adopted revised Water Shortage Contingency Plan on April 12, 2011 (Resolution No. 2011-06)
  - Prepared Draft UWMP for public review (May 25, 2011)
  - Provided copies of Draft UWMP at District office, Half Moon Bay Library and on the District's website for public review (May 31, 2011)
  - Provided notice of public hearing in the Half Moon Bay Review (May 25<sup>th</sup>, June 1<sup>st</sup> and June 8<sup>th</sup>)
  - Provided copy of Draft UWMP to the City of Half Moon Bay and the County of San Mateo (June 1, 2011)

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**Upon Adoption of the 2010 UWMP**

- **Prepare Final 2010 UWMP**
- **Submit Final 2010 UWMP to DWR and the California State Library**
  - Any subsequent comments received from DWR will be addressed as needed
- **Submit Final 2010 UWMP to**
  - City of Half Moon Bay
  - San Mateo County
  - Other key stakeholders (SFPUC, BAWSCA and SAM)
- **Provide copies of the Final 2010 UWMP for public review**
  - District office
  - Half Moon Bay Library
  - District website ([www.coastsidewater.org](http://www.coastsidewater.org))

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**Tonight's Proposed Action**

- **Receive comments from the public, as part of the public hearing**
- **Staff to answer questions from the public and Board of Directors**
- **The Board of Directors to consider adoption of the 2010 Urban Water Management Plan**

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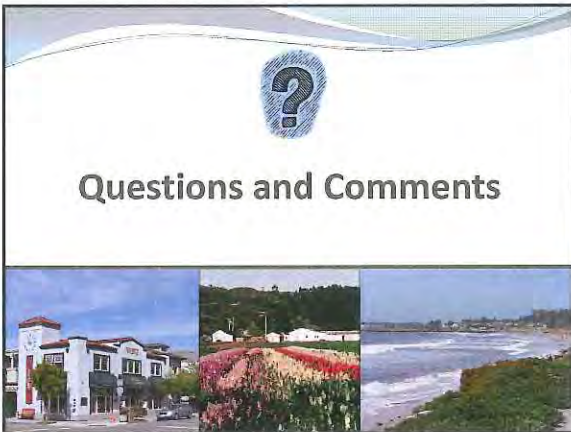
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**RESOLUTION NO. 2011-\_\_**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT ADOPTING THE "COASTSIDE COUNTY WATER DISTRICT 2010-2015 URBAN WATER MANAGEMENT PLAN"

**WHEREAS**, the Urban Water Management Planning Act (California Water Code § 10610 et seq.) requires urban water suppliers to prepare and adopt an urban water management plan to, among other things, report, describe, and evaluate water deliveries, water supply sources, efficient water use, demand management measures, etc.; and

**WHEREAS**, the Urban Water Management Planning Act requires that urban water management plans are to be prepared every five years by urban water suppliers with 3,000 or more service connections or supplying 3,000 or more acre-feet of water per year; and

**WHEREAS**, Coastside County Water District has prepared its urban water management plan (UWMP) as required by the Urban Water Management Planning Act; and

**WHEREAS**, the District coordinated the preparation of the UWMP with other appropriate agencies in the area; notified the County of San Mateo and City of Half Moon Bay that the District will be reviewing the UWMP and considering its adoption at least 60 days prior to the public hearing; distributed the draft UWMP to numerous local and regional agencies and other parties who requested a copy of the UWMP; made the draft UWMP available at Half Moon Bay Library and at the District office; posted the draft UWMP on the District's website; published a notice of the June 14 public hearing in the local newspaper once a week for two successive weeks beginning at least fourteen days prior to the public hearing and posted that notice on the District's website; held a public hearing inviting public input regarding the draft UWMP; and considered all comments received during the public hearing.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of the Coastside County Water District hereby approves and adopts the 2010-2015 Urban Water Management Plan, as presented to the Board and attached to this Resolution.

**BE IT FURTHER RESOLVED** that the Board authorizes the General Manager to incorporate comments from the public hearing as approved by the Board after the close of the public hearing.

**BE IT FURTHER RESOLVED** that the General Manager is authorized and directed to submit a copy of the adopted UWMP to the Department of Water Resources, the California State Library, the County of San Mateo, and the City of Half Moon Bay within 30 days of its adoption, as required by California Water Code § 10644.



PASSED AND ADOPTED this 14<sup>th</sup> day of June, 2011, by the following vote:

AYES:

NOES:

ABSENT:

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Robert Feldman, President Board of Directors  
Coastside County Water District

ATTEST:

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David Dickson, Secretary of the Board  
Coastside County Water District



# Coastside County Water District 2010 Urban Water Management Plan

Public Hearing  
June 14, 2011



# Presentation Outline

- **General overview of Urban Water Management Planning Act requirements**
- **Components of the District's 2010 UWMP**
  - Water demand projections
  - Water supply reliability
  - Water shortage contingency and drought planning
  - Water conservation and demand management
  - The units of measure in the UWMP is acre- feet (1 acre foot is equal to 325,580 gallons)
- **Next steps after adoption of UWMP**

# What is an Urban Water Management Plan (UWMP)?

- **Long-range water planning document**
- **Planning tool to ensure adequate availability and reliability of water supplies to meet current and future demands**
- **Serves as a foundational document for Water Supply Assessments (as required by SB610 and SB221)**

# Requirement to Prepare an UWMP

- **Urban Water Management Planning Act (AB 797)**  
***(Water Code Sections 10610-10656)***
  - Applies to urban water suppliers directly or indirectly serving more than 3,000 customers or more than 3,000 AFY (977 MG) of supply
  - Required to be updated every 5 years
  - Required to remain eligible for State grants and loans
- **The Coastside County Water District is an “urban water supplier”**
  - Currently serves approximately 6,500 connections
  - Provided about 2,300 acre-feet (749 MG) of water for municipal purposes in FY2009/10

# New Required Elements for 2010 UWMP

- **Water Conservation Act of 2009 (SBx7-7)**  
*(Water Code Sections 10608-10608.44)*
  - Requires “retail” urban water suppliers (e.g. the District) to adopt per capita water use targets for 2015 and 2020 and incorporate them into their water demand projections
- **Assembly Bill 1420 (AB1420)**
  - Requires implementation of 14 Demand Management Measures (DMMs) or compliance with CUWCC MOU

# New Required Elements for 2010 UWMP

- ***Demand Projections for Lower Income Housing (Water Code Section 10631.1(a))***
  - *As defined in Section 50079.5 of the Health and Safety Code and as found in the housing element for cities and counties.*
- ***Extended Deadline for UWMP adoption***
  - *Typically due by December 31<sup>st</sup> of years ending in “5” or “0”*
  - *SBx7-7 extended the deadline to **July 1, 2011** to allow urban water suppliers to incorporate the SBx7-7 targets into their 2010 UWMPs*

# Key Components of the UWMP

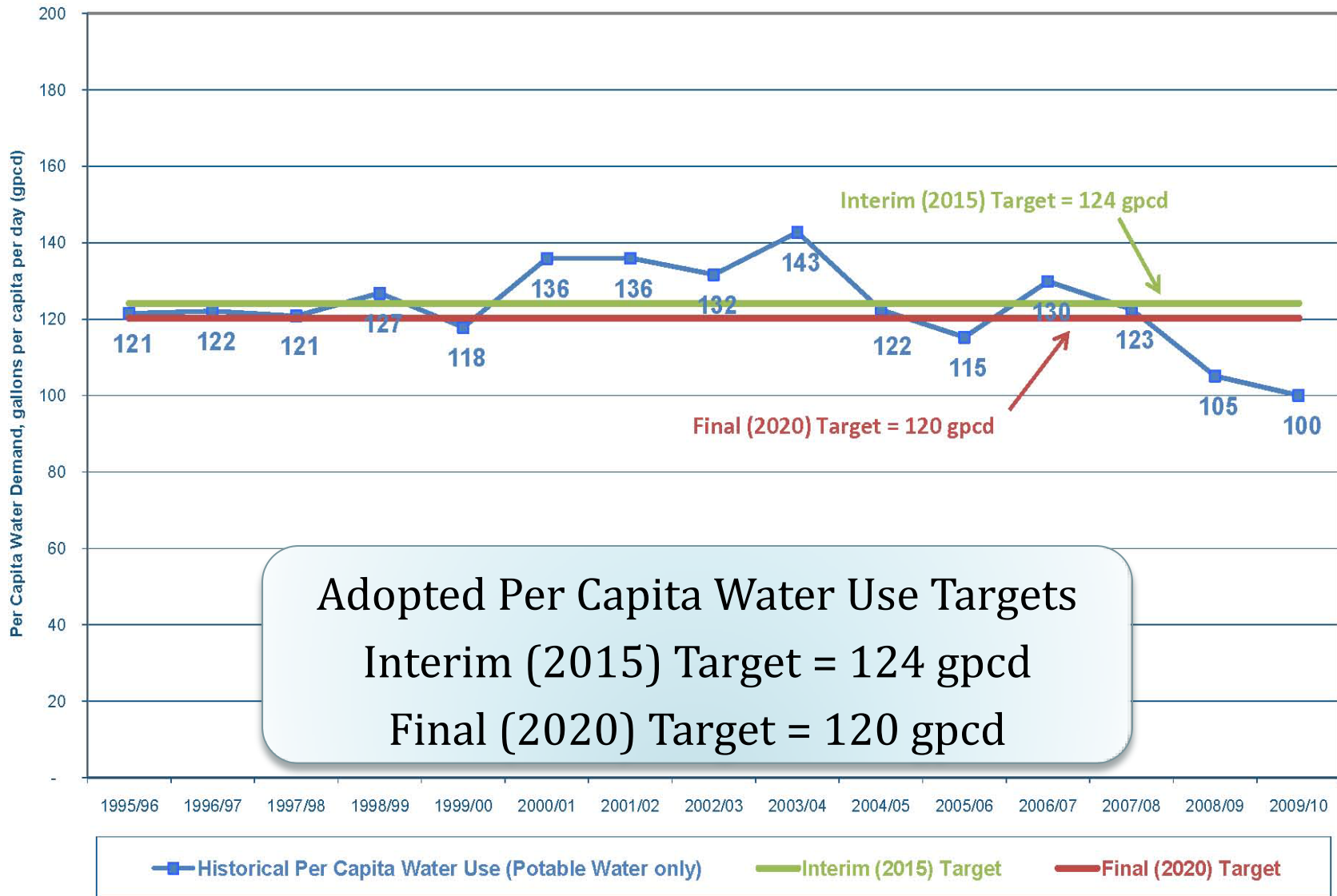
- **Water Demand Projections incorporating SBx7-7 per capita water use targets (Water Conservation Act of 2009)**
- **Availability and Reliability of the District's water supplies from SFPUC and local sources**
- **Comparison of Supply and Demand to identify any potential supply shortfalls**



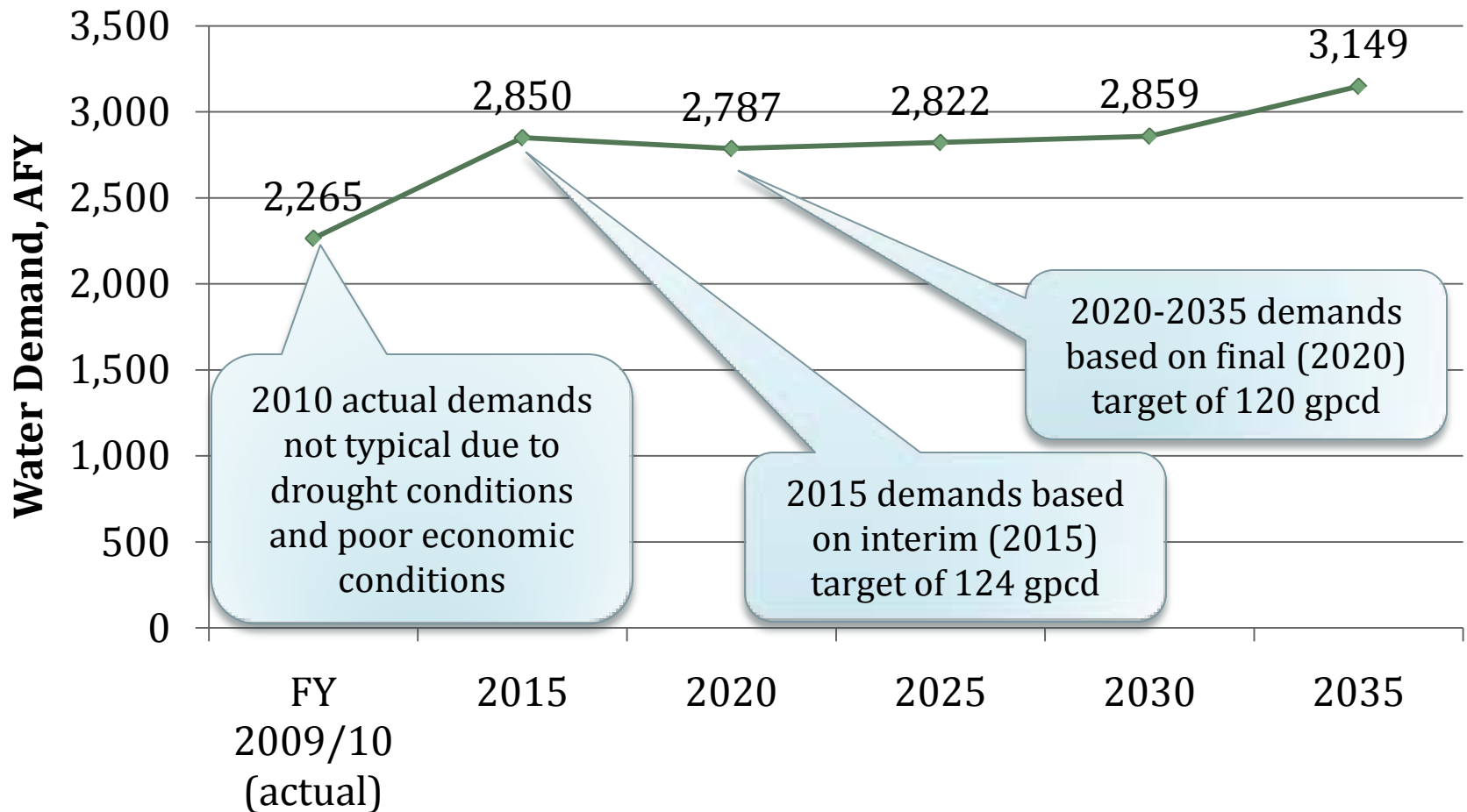
# Key Components of the UWMP

- **Updated Water Shortage Contingency Plan to be implemented in the event of a water shortage or other water supply emergency**
- **Description of demand management and water conservation measures to reduce water use and help comply with SBx7-7 requirements**
- **Update on Wastewater and Recycled Water**

# District's Historical Gross Per Capita Water Use



# District's Historical & Projected Water Demands (based on required SBx7-7 Targets)



# Water Supplies

- **Purchased Water Supplies from SFPUC**

- Individual Supply Guarantee (ISG) of 800 MG/yr (2455 ac-ft)
- Supplies from :
  - Pilarcitos Lake
  - Upper Crystal Springs Reservoir
- Treated at District's Nunes Water Treatment Plant



*O'Shaughnessy Dam @ Hetch Hetchy Reservoir*



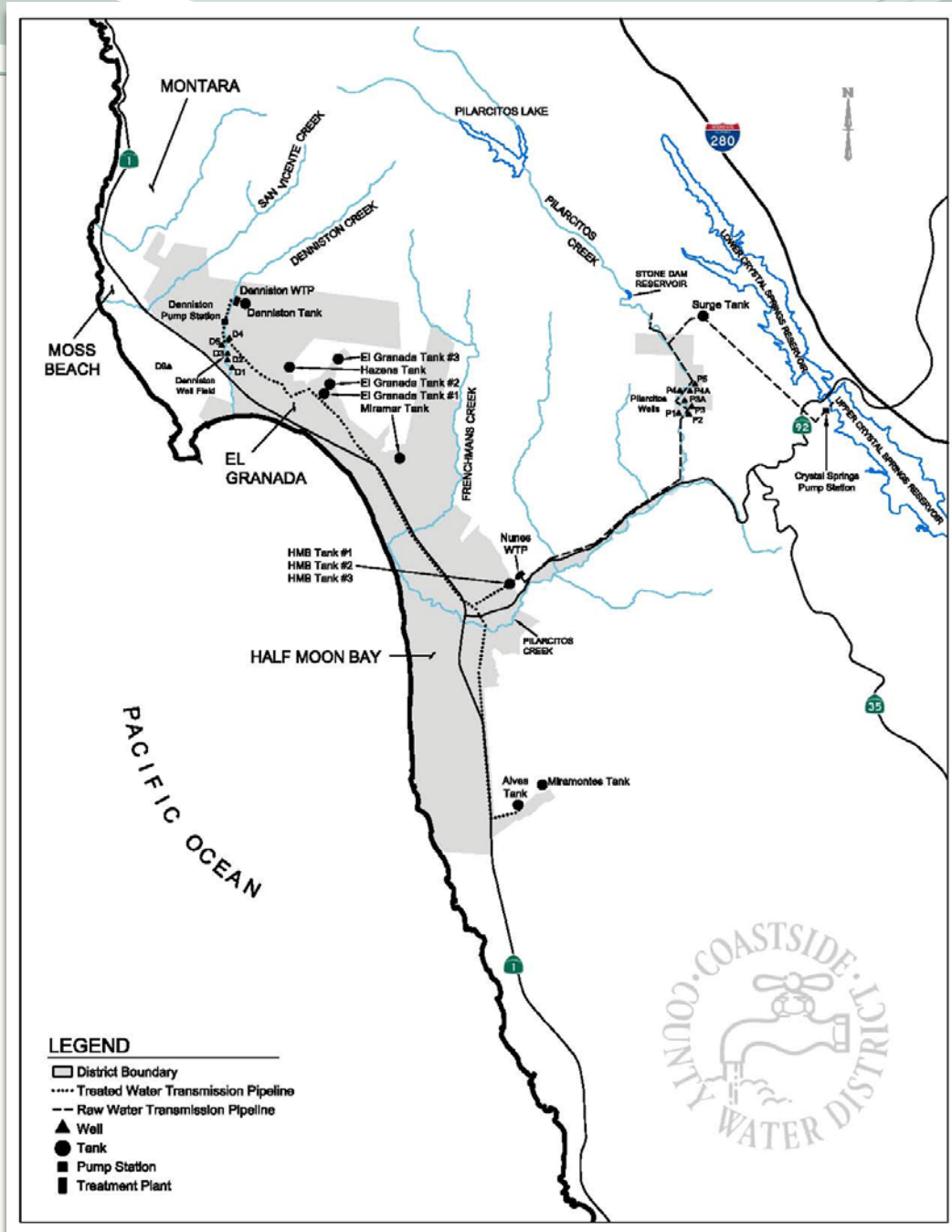
*Denniston Water Treatment Plant*

- **Local Supplies**

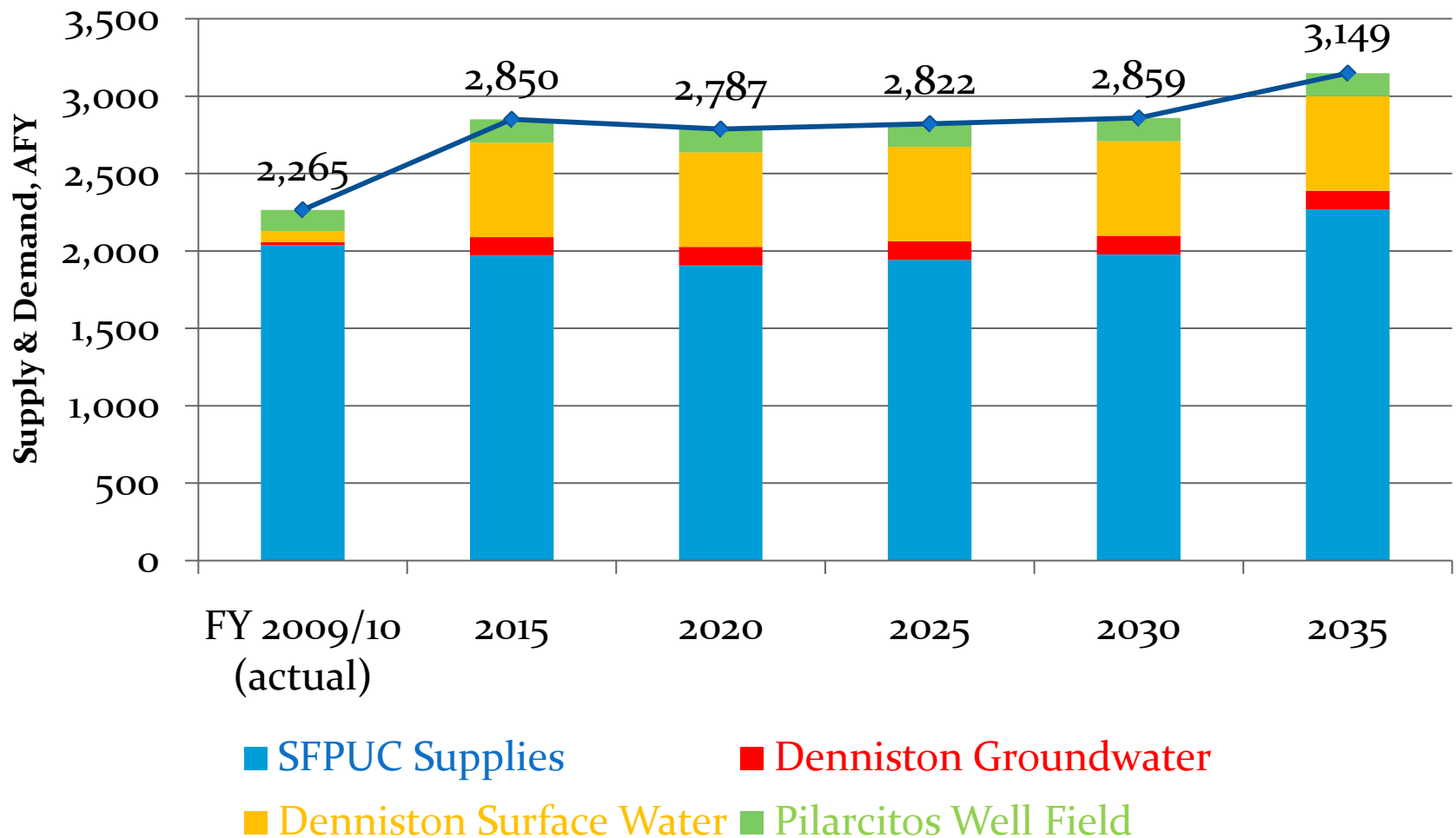
- Pilarcitos Infiltration Wells 50 MG/yr (150 ac-ft)
- Denniston Project
  - Surface Water 200 MG/yr (610 Ac-ft)
  - Groundwater 40 MG/yr (120 ac-ft)

# District Facilities

- **Two Water Treatment Plants**
  - Nunes WTP
  - Denniston WTP
- **Pilarcitos Wells**
  - 5 infiltration wells
- **Denniston Well Field**
  - 9 groundwater wells
- **Storage Tanks**
  - 11 tanks with combined capacity of 8.1 MG
- **Pipelines**
  - 100 miles of transmission and distribution system pipelines



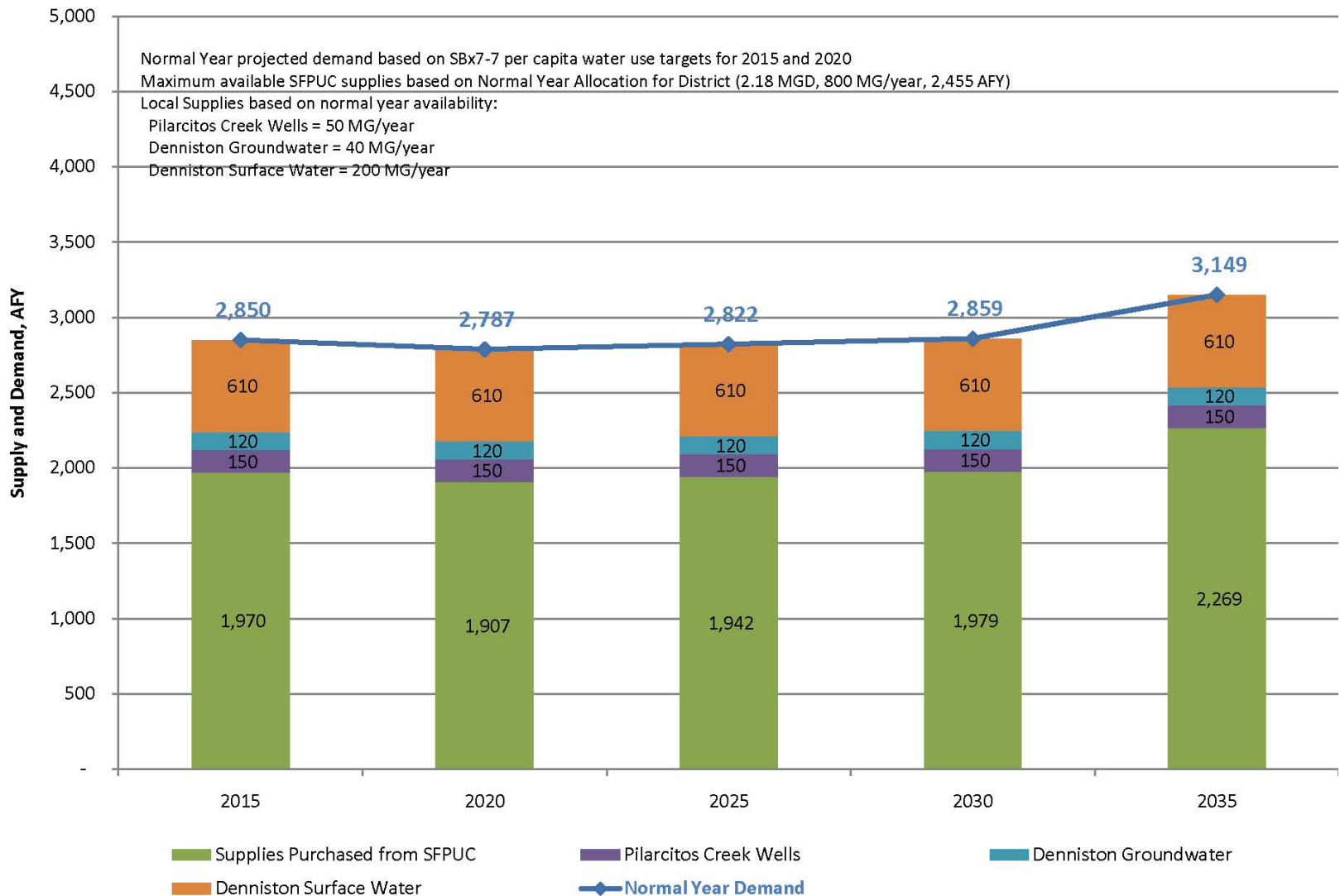
# Projected Supplies in Normal Years



# Projected SFPUC Supply Under Various Hydrologic Conditions

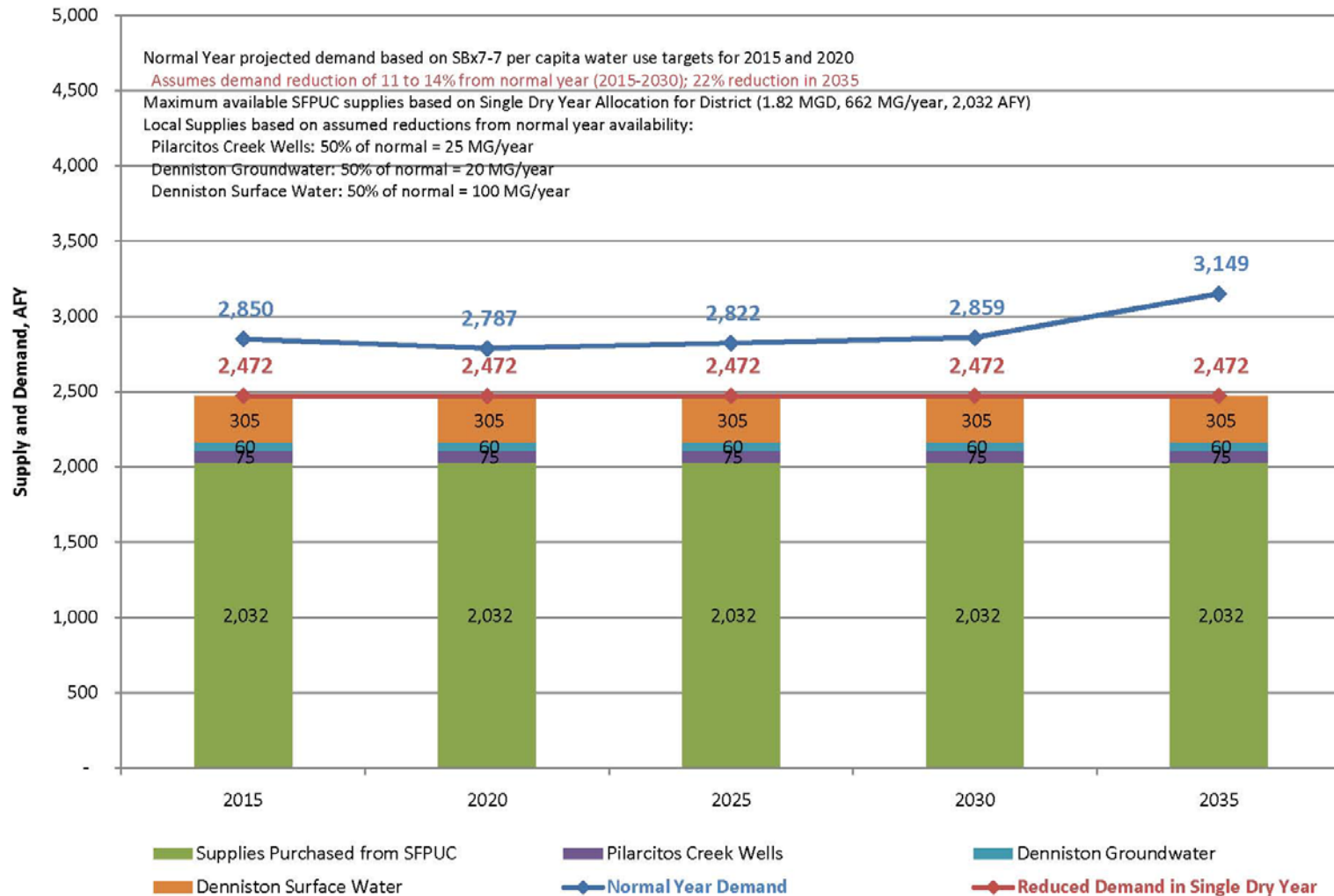
	Normal Year	Single Dry Year	Multiple Dry Years		
			Year 1	Year 2	Year 3
SFPUC RWS Shortage	0%	10%	10%	20%	20%
Wholesale Allocation (MGD)	184	152.6	152.6	132.5	132.5
District's Allocation (MGD)	2.18	1.82	1.82	1.58	1.58
District's Allocation (MGY)	800 (2455 ac-ft)	662 (2033 ac-ft)	662 (2033 ac-ft)	575 (1766 ac-ft)	575 (1766 ac-ft)

# Supply vs. Demand in Normal Years

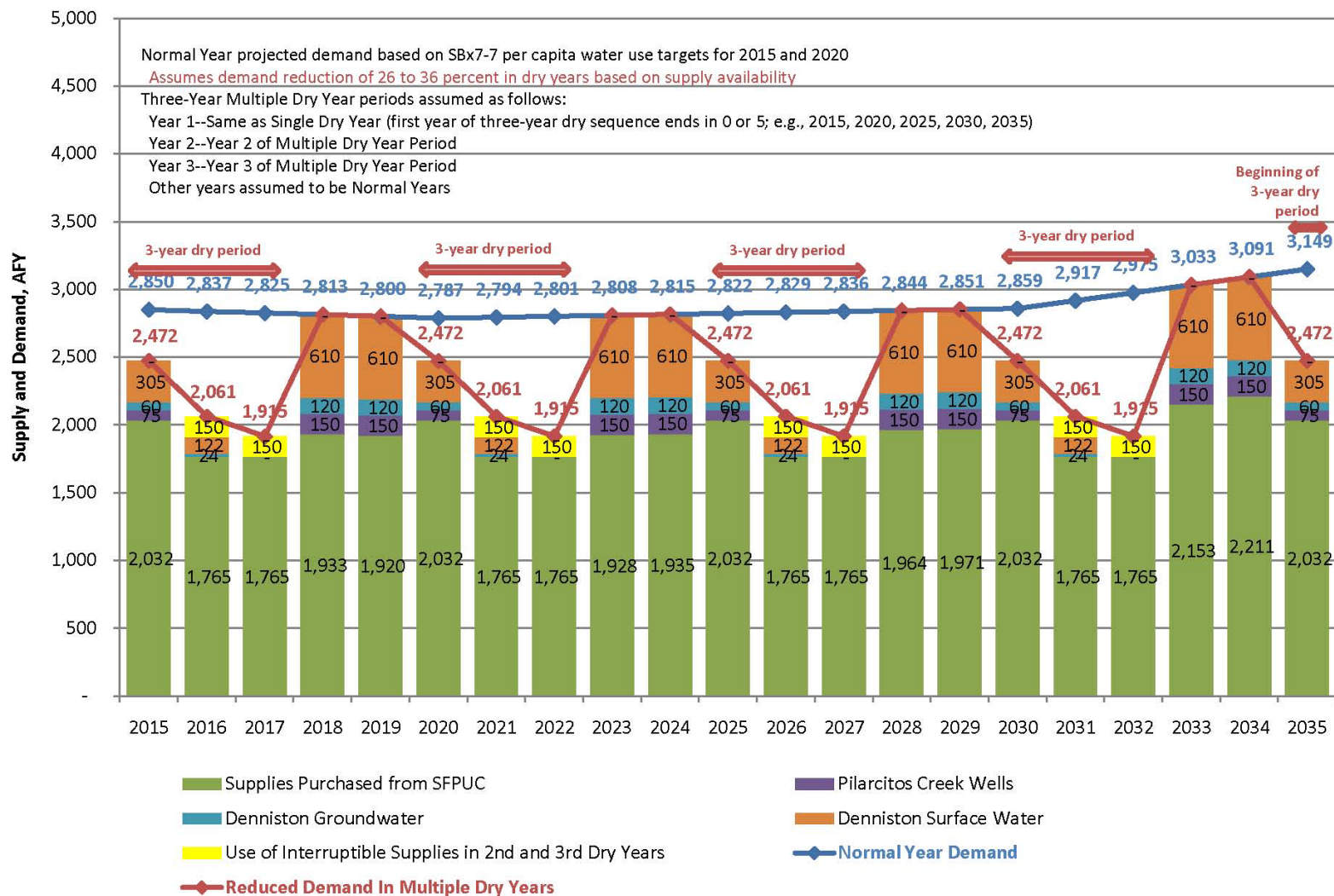




# Supply vs. Demand in Single Dry Year



# Supply vs. Demand in Multiple Dry Years



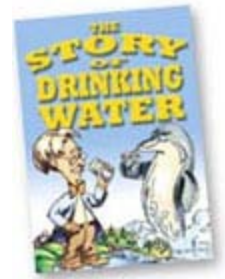
# Water Shortage Contingency Plan

- **Previous Water Shortage Contingency Plan revised and updated to comply with UWMP Act requirements**
- **Consists of 5 stages of action to address various severities of water shortages**
  - Consumption reduction methods
  - Water use restrictions
  - Penalties for non-compliance
- **Adopted by District Board of Directors on April 12, 2011 (Resolution No. 2011-06)**

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

# Water Conservation and Demand Management

- **UWMP Act allows for Demand Management Measures (DMM) requirements to be met through CUWCC MOU compliance**
  - District using CUWCC GPCD Compliance Option
  - Submitted BMP reporting sheets to CUWCC on April 26, 2011
    - Draft 2010 UWMP contains data submitted to CUWCC
    - District has “self-certified” compliance with the CUWCC MOU
    - District received coverage reports from CUWCC on June 6, 2011 and those will be included in the final 2010 UWMP



# Example of Coverage Report from CUWCC



## CUWCC BMP RETAIL COVERAGE REPORT 2009-2010 Foundation Best Management Practices for Urban Water Efficiency

Agency: **Coastside County Water District** District Name: **Coastside County Water District** CUWCC Unit #: **98**

Retail

Primary Contact: **Cathleen Brennan** Telephone: **650-726-4405** Email: **cbrennan@coastsidewater.org**

Compliance Option Chosen By Reporting Agency:  
(Traditional, Flex Track or GPCD)

GPCD if used:

GPCD in 2010	100
GPCD Target for 2018	104

Year	Report	Target		Highest Acceptable Bound	
		% Base	GPCD	% Base	GPCD
2010	1	96.4%	123	100%	127
2012	2	92.8%	118	96%	123
2014	3	89.2%	113	93%	118
2016	4	85.6%	109	89%	113
2018	5	82.0%	104	82%	104

Not on Track if 2010 GPCD is  $\geq$  than target

GPCD in 2010 **100**

Highest

Acceptable GPCD **127**

for 2010

**On Track**

# Actions Completed to Date



- **Water Conservation Act of 2009:**
  - Completed evaluation of per capita water use
  - Conducted public hearing and adopted interim (2015) and final (2020) water use targets on April 12, 2011 (Resolution No. 2011-07)
  - Incorporated the per capita water use targets into the Draft 2010 UWMP

# Actions Completed to Date



## ● **Urban Water Management Planning Act**

- Provided 60-day notice to San Mateo County and City of Half Moon Bay and other stakeholders (April 12, 2011)
- Adopted revised Water Shortage Contingency Plan on April 12, 2011 (Resolution No. 2011-06)
- Prepared Draft UWMP for public review (May 25, 2011)
- Provided copies of Draft UWMP at District office, Half Moon Bay Library and on the District's website for public review (May 31, 2011)
- Provided notice of public hearing in the Half Moon Bay Review (May 25<sup>th</sup>, June 1<sup>st</sup> and June 8<sup>th</sup>)
- Provided copy of Draft UWMP to the City of Half Moon Bay and the County of San Mateo ( June 1, 2011)

# Upon Adoption of the 2010 UWMP

- **Prepare Final 2010 UWMP**
- **Submit Final 2010 UWMP to DWR and the California State Library**
  - Any subsequent comments received from DWR will be addressed as needed
- **Submit Final 2010 UWMP to**
  - City of Half Moon Bay
  - San Mateo County
  - Other key stakeholders (SFPUC, BAWSCA and SAM)
- **Provide copies of the Final 2010 UWMP for public review**
  - District office
  - Half Moon Bay Library
  - District website ([www.coastsidewater.org](http://www.coastsidewater.org))



# Tonight's Proposed Action

- **Receive comments from the public, as part of the public hearing**
- **Staff to answer questions from the public and Board of Directors**
- **The Board of Directors to consider adoption of the 2010 Urban Water Management Plan**



# Questions and Comments



<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
16065	ALI01	ALIFANO TECHNOLOGIES LLC	05/13/2011	0.00	2,516.87
16066	ALL04	ALLIED WASTE SERVICES #925	05/13/2011	0.00	312.78
16067	ALV01	ALVES PETROLEUM, INC.	05/13/2011	0.00	2,111.11
16068	ASS01	HEALTH BENEFITS AUTHORITY (HBA	05/13/2011	0.00	21,507.96
16069	ATT01	AT&T MOBILTY	05/13/2011	0.00	49.99
16070	BFI02	BFI OF CALIFORNIA, INC.	05/13/2011	0.00	1,258.00
16071	BRA04	GINA BRAZIL	05/13/2011	0.00	103.17
16072	BRE01	CATHLEEN BRENNAN	05/13/2011	0.00	792.56
16073	COA 15	COASTSIDE NET, INC	05/13/2011	0.00	59.95
16074	HAL07	HALF MOON BAY POSTMASTER	05/13/2011	0.00	5,000.00
16075	HAR03	HARTFORD LIFE INSURANCE CO.	05/13/2011	0.00	1,920.07
16076	KAI01	KAISER FOUNDATION HEALTH	05/13/2011	0.00	9,993.00
16077	OCE04	OCEAN SHORE CO.	05/13/2011	0.00	2,013.31
16078	PAC01	PACIFIC GAS & ELECTRIC CO.	05/13/2011	0.00	14,440.41
16079	PAC02	PACIFICA CREDIT UNION	05/13/2011	0.00	450.00
16080	PUB01	PUB. EMP. RETIRE SYSTEM	05/13/2011	0.00	16,650.97
16081	TUR04	SUSAN TURGEON	05/13/2011	0.00	164.66
16082	VAL01	VALIC	05/13/2011	0.00	1,650.00
16083	COA20	COASTSIDE COUNTY WATER DISTRICT	VOID	5.00	0.00
16084	ADP01	ADP, INC.	05/26/2011	0.00	534.10
16085	ADV02	FRANK YAMELLO	05/26/2011	0.00	2,188.02
16086	ALI01	ALIFANO TECHNOLOGIES LLC	05/26/2011	0.00	2,954.87
16087	AME09	AMERICAN WATER WORKS ASSOC.	05/26/2011	0.00	885.50
16088	ANA01	ANALYTICAL ENVIRONMENTAL SERVI	05/26/2011	0.00	1,557.94
16089	AND01	ANDREINI BROS. INC.	05/26/2011	0.00	36,299.54
16090	ASS05	ACWA HEALTH BENEFITS AUTHORITY	05/26/2011	0.00	60.18
16091	ATT02	AT&T	05/26/2011	0.00	1,621.07
16092	ATT03	AT&T LONG DISTANCE	05/26/2011	0.00	83.41
16093	AZT01	AZTEC GARDENS, INC.	05/26/2011	0.00	190.00
16094	BAL04	BALANCE HYDROLOGICS, INC	05/26/2011	0.00	5,410.72
16095	BAR01	BARTKIEWICZ, KRONICK & SHANAHA	05/26/2011	0.00	725.00
16096	BAS01	BASIC CHEMICAL SOLUTION, LLC	05/26/2011	0.00	2,310.88
16097	BAY10	BAY ALARM COMPANY	05/26/2011	0.00	7,870.28
16098	BIG01	BIG CREEK LUMBER	05/26/2011	0.00	48.30
16099	BOU01	NANCY BOUNGNAVATH	05/26/2011	0.00	150.00
16100	CAL08	CALCON SYSTEMS, INC.	05/26/2011	0.00	7,053.44
16101	CAL20	CALIFORNIA UTILITIES	05/26/2011	0.00	500.00
16102	CAR02	CAROLYN STANFIELD	05/26/2011	0.00	485.00
16103	CIN01	CINTAS FIRST AID & SAFETY	05/26/2011	0.00	314.60
16104	COA 14	COASTSIDE CARPET CLEANERS	05/26/2011	0.00	495.00
16105	COA19	COASTSIDE COUNTY WATER DIST.	05/26/2011	0.00	242.99
16106	COM01	COMMUNICATION LEASING SERVICES	05/26/2011	0.00	791.25
16107	CRU01	CRUSADER FENCE COMPANY, INC.	05/26/2011	0.00	24,620.40
16108	CSG01	CSG SYSTEMS, INC	05/26/2011	0.00	3,497.49
16109	CSI01	CSI SERVICES, INC.	05/26/2011	0.00	950.00
16110	CUL01	CULLIGAN WATER COM OF NO CA	05/26/2011	0.00	350.00
16111	EMP01	EMPLOYMENT DEV. DEPT.	05/26/2011	0.00	164.96
16112	FAL01	JOSEPH FALCONE	05/26/2011	0.00	150.00
16113	FEL01	ROBERT FELDMAN	05/26/2011	0.00	418.10
16114	FIR06	FIRST NATIONAL BANK	05/26/2011	0.00	2,505.68
16115	GRA03	GRAINGER, INC.	05/26/2011	0.00	1,709.14
16116	GRA07	THE GRAPHIC WORKS	05/26/2011	0.00	298.52
16117	HAL01	HMB BLDG. & GARDEN INC.	05/26/2011	0.00	450.19
16118	HAL04	HALF MOON BAY REVIEW	05/26/2011	0.00	1,950.00
16119	HAL24	H.M.B.AUTO PARTS	05/26/2011	0.00	36.11
16120	HAN01	HANSONBRIDGETT. LLP	05/26/2011	0.00	6,226.80
16121	HAR03	HARTFORD LIFE INSURANCE CO.	05/26/2011	0.00	1,920.07
16122	HOM01	HOME DEPOT	05/26/2011	0.00	342.90
16123	INT04	INTELLIGENT TECHNOLOGIES	05/26/2011	0.00	595.00
16124	IRO01	IRON MOUNTAIN	05/26/2011	0.00	308.01
16125	IRV01	IRVINE CONSULTING SERVICES, IN	05/26/2011	0.00	1,655.00
16126	JEN02	JENFITCH	05/26/2011	0.00	515.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
16127	LAB01	LAB SAFETY SUPPLY, INC.	05/26/2011	0.00	113.66
16128	LOM01	GLENNA LOMBARDI	05/26/2011	0.00	99.00
16129	MCT01	MCTV6	05/26/2011	0.00	375.00
16130	MET06	METLIFE SBC	05/26/2011	0.00	1,367.09
16131	MIS01	MISSION UNIFORM SERVICES INC.	05/26/2011	0.00	152.60
16132	MON07	MONTEREY COUNTY LAB	05/26/2011	0.00	7,180.50
16133	NEI01	NEIGHBORHOOD RADIO	05/26/2011	0.00	50.00
16134	OFF01	OFFICE DEPOT	05/26/2011	0.00	564.64
16135	ONT01	ONTRAC	05/26/2011	0.00	403.95
16136	PAC01	PACIFIC GAS & ELECTRIC CO.	05/26/2011	0.00	2,168.26
16137	PAC02	PACIFICA CREDIT UNION	05/26/2011	0.00	450.00
16138	PAC05	PACIFIC COAST MEAT, INC.	05/26/2011	0.00	70.00
16139	PAP01	PESTICIDES APPLICATORS PROFESSIONAL ASSOCIATION	05/26/2011	0.00	80.00
16140	PAU01	PAULO'S AUTO CARE	05/26/2011	0.00	64.51
16141	PIT04	PITNEY BOWES	05/26/2011	0.00	231.00
16142	PRI01	PRINCETON WELDING , INC.	05/26/2011	0.00	12,416.00
16143	PUB01	PUB. EMP. RETIRE SYSTEM	05/26/2011	0.00	16,681.82
16144	RIC02	RICOH AMERICAS CORP	05/26/2011	0.00	798.20
16145	ROB01	ROBERTS & BRUNE CO.	05/26/2011	0.00	18,555.05
16146	ROG01	ROGUE WEB WORKS, LLC	05/26/2011	0.00	864.75
16147	RYA02	THOMAS RYAN	05/26/2011	0.00	150.00
16148	SAN03	SAN FRANCISCO WATER DEPT.	05/26/2011	0.00	145,109.30
16149	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	05/26/2011	0.00	374.00
16150	SER03	SERVICE PRESS	05/26/2011	0.00	1,622.08
16151	SEW01	SEWER AUTH. MID- COASTSIDE	05/26/2011	0.00	1,140.00
16152	SIE02	SIERRA CHEMICAL CO.	05/26/2011	0.00	5,222.16
16153	STA03	CA DPH DRINKING WATER PROGRAM	05/26/2011	0.00	90.00
16154	STA08	STANLEY SECURITY SOLUTIONS, IN	05/26/2011	0.00	311.11
16155	STR02	STRAWFLOWER ELECTRONICS	05/26/2011	0.00	42.61
16156	TEA02	TEAMSTERS LOCAL UNION #856	05/26/2011	0.00	775.00
16157	TET01	JAMES TETER	05/26/2011	0.00	818.00
16158	UB*00886	JAMES RUTHERFORD	05/26/2011	0.00	49.40
16159	UB*00887	LITA BAULSOM	05/26/2011	0.00	39.80
16160	UB*00888	JULIEENE COURTNEY	05/26/2011	0.00	75.00
16161	UPS01	UPS STORE	05/26/2011	0.00	47.09
16162	USA01	USA BLUE BOOK	05/26/2011	0.00	611.29
16163	VAL01	VALIC	05/26/2011	0.00	1,650.00
16164	VER02	VERIZON WIRELESS	05/26/2011	0.00	460.57
16165	WAL02	JAY WALKER	05/26/2011	0.00	276.00
16166	WES01	WEST YOST ASSOCIATES, INC	05/26/2011	0.00	13,720.00
16167	WES11	WEST COAST AGGREGATES, INC.	05/26/2011	0.00	128.53
16168	WHE01	VIRGINIA WHELEN	05/26/2011	0.00	195.00
16169	WOL02	JOANNE WOLFELD	05/26/2011	0.00	256.00
<b>Report Total:</b>				<b>5.00</b>	<b>438,279.24</b>

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**  
**31-May-11**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>CURRENT ACTUAL</b>	<b>CURRENT BUDGET</b>	<b>B/(W) VARIANCE</b>	<b>B/(W) % VAR</b>	<b>YTD ACTUAL</b>	<b>YTD BUDGET</b>	<b>B/(W) VARIANCE</b>	<b>B/(W) % VAR</b>
<b>OPERATING REVENUE</b>									
1-0-4120-00	Water Revenue -All Areas	466,755	626,100	(159,345)	-25.5%	5,268,774	5,722,325	(453,551)	-7.9%
<b>TOTAL OPERATING REVENUE</b>		<b>466,755</b>	<b>626,100</b>	<b>(159,345)</b>	<b>-25.5%</b>	<b>5,268,774</b>	<b>5,722,325</b>	<b>(453,551)</b>	<b>-7.9%</b>
<b>NON-OPERATING REVENUE</b>									
1-0-4170-00	Water Taken From Hydrants	707	2,083	(1,376)	-66.0%	15,738	22,917	(7,178)	-31.3%
1-0-4180-00	Late Notice -10% Penalty	3,818	4,167	(349)	-8.4%	48,636	45,833	2,803	6.1%
1-0-4230-00	Service Connections	594	667	(73)	-10.9%	7,130	7,333	(203)	-2.8%
1-0-4920-00	Interest Earned	0	0	0	0.0%	7,269	26,418	(19,149)	-72.5%
1-0-4930-00	Tax Apportionments/Cnty Checks	2,512	25,000	(22,488)	-90.0%	613,994	572,000	41,994	7.3%
1-0-4950-00	Miscellaneous Income	659	3,083	(2,424)	-78.6%	69,752	33,917	35,835	105.7%
1-0-4955-00	Cell Site Lease Income	9,519	9,276	243	2.6%	104,185	102,036	2,149	2.1%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	255,348	100,000	155,348	0.0%
<b>TOTAL NON-OPERATING REVENUE</b>		<b>17,809</b>	<b>44,276</b>	<b>(26,467)</b>	<b>-59.8%</b>	<b>1,122,054</b>	<b>910,454</b>	<b>211,600</b>	<b>23.2%</b>
<b>TOTAL REVENUES</b>		<b>484,564</b>	<b>670,376</b>	<b>(185,812)</b>	<b>-27.7%</b>	<b>6,390,827</b>	<b>6,632,779</b>	<b>(241,951)</b>	<b>-3.6%</b>
<b>OPERATING EXPENSES</b>									
1-1-5130-00	Water Purchased	145,109	149,250	4,141	2.8%	1,450,316	1,549,257	98,941	6.4%
1-1-5230-00	Pump Exp, Nunes T P	4,158	1,583	(2,575)	-162.7%	22,413	17,417	(4,996)	-28.7%
1-1-5231-00	Pump Exp, CSP Pump Station	7,357	250	(7,107)	-2842.7%	104,533	243,586	139,053	57.1%
1-1-5232-00	Pump Exp, Trans. & Dist.	765	833	68	8.2%	9,637	14,167	4,530	32.0%
1-1-5233-00	Pump Exp, Pilarcitos Can.	3,413	60	(3,353)	-5588.9%	23,492	9,956	(13,536)	-136.0%
1-1-5234-00	Pump Exp. Denniston Proj.	310	6,000	5,690	94.8%	17,760	47,176	29,416	62.4%
1-1-5235-00	Denniston T.P. Operations	87	2,900	2,813	97.0%	7,212	22,680	15,468	68.2%
1-1-5236-00	Denniston T.P. Maintenance	217	3,167	2,950	93.2%	24,554	34,833	10,279	29.5%
1-1-5240-00	Nunes T P Operations	9,238	5,100	(4,138)	-81.1%	94,482	58,360	(36,122)	-61.9%
1-1-5241-00	Nunes T P Maintenance	4,658	3,000	(1,658)	-55.3%	37,502	35,000	(2,502)	-7.1%
1-1-5242-00	CSP Pump Station Operations	1,057	708	(349)	-49.3%	7,212	7,792	580	7.4%
1-1-5243-00	CSP Pump Station Maintenance	813	4,458	3,645	81.8%	47,803	49,042	1,239	2.5%
1-1-5250-00	Laboratory Services	7,958	5,000	(2,958)	-59.2%	36,262	55,000	18,738	34.1%
1-1-5318-00	Studies/Surveys/Consulting	14,511	1,833	(12,678)	-691.5%	35,265	20,167	(15,098)	-74.9%
1-1-5321-00	Water Conservation	982	7,708	6,726	87.3%	68,557	84,792	16,235	19.1%
1-1-5322-00	Community Outreach	4,380	2,183	(2,197)	-100.6%	14,712	24,017	9,305	38.7%
1-1-5411-00	Salaries & Wages -Field	68,933	71,560	2,627	3.7%	854,484	858,718	4,234	0.5%
1-1-5412-00	Maintenance -General	22,218	16,042	(6,176)	-38.5%	152,234	176,462	24,228	13.7%
1-1-5414-00	Motor Vehicle Expense	2,803	3,708	905	24.4%	44,582	40,788	(3,794)	-9.3%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5415-00	Maintenance -Well Fields	0	500	500	100.0%	0	5,500	5,500	100.0%
1-1-5610-00	Salaries/Wages-Administration	47,166	49,259	2,093	4.2%	567,791	591,109	23,318	3.9%
1-1-5620-00	Office Supplies & Expense	11,747	9,906	(1,841)	-18.6%	119,339	108,969	(10,370)	-9.5%
1-1-5621-00	Computer Services	3,017	4,946	1,929	39.0%	53,426	59,204	5,778	9.8%
1-1-5625-00	Meetings / Training / Seminars	4,010	1,667	(2,344)	-140.6%	19,433	18,333	(1,100)	-6.0%
1-1-5630-00	Insurance	35,827	33,658	(2,169)	-6.4%	494,060	495,233	1,172	0.2%
1-1-5640-00	Employees Retirement Plan	32,246	33,676	1,430	4.2%	367,624	404,113	36,489	9.0%
1-1-5645-00	SIP 401K Plan	0	2,500	2,500	100.0%	0	27,500	27,500	100.0%
1-1-5681-00	Legal	4,299	4,750	451	9.5%	46,083	52,250	6,167	11.8%
1-1-5682-00	Engineering	480	1,167	687	58.9%	4,994	12,833	7,840	61.1%
1-1-5683-00	Financial Services	0	0	0	0.0%	15,531	23,250	7,719	33.2%
1-1-5684-00	Payroll Tax Expense	9,060	8,612	(448)	-5.2%	102,239	10,339	(91,900)	-888.9%
1-1-5687-00	Membership, Dues, Subscript.	675	363	(313)	-86.2%	45,788	56,588	10,800	19.1%
1-1-5688-00	Election Expenses	0	0	0	0.0%	0	0	0	0.0%
1-1-5689-00	Labor Relations	0	1,000	1,000	100.0%	2,040	11,000	8,960	81.5%
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	10,805	10,800	(5)	-0.1%
1-1-5705-00	State Fees	0	0	0	0.0%	24,431	10,500	(13,931)	-132.7%
<b>TOTAL OPERATING EXPENSES</b>		<b>447,496</b>	<b>437,346</b>	<b>(10,150)</b>	<b>-2.3%</b>	<b>4,926,596</b>	<b>5,246,729</b>	<b>320,133</b>	<b>6.1%</b>
<b>CAPITAL ACCOUNTS</b>									
1-1-5711-00	Debt Svc/Existing Bonds 1998A	0	0	0	0.0%	271,983	269,845	(2,138)	-0.8%
1-1-5712-00	Debt Svc/Existing Bonds 2006B	0	0	0	0.0%	488,282	484,966	(3,316)	-0.7%
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>760,265</b>	<b>754,811</b>	<b>5,454</b>	<b>0.7%</b>
<b>TOTAL EXPENSES</b>		<b>447,496</b>	<b>437,346</b>	<b>(10,150)</b>	<b>0.0%</b>	<b>5,686,861</b>	<b>6,001,540</b>	<b>314,679</b>	<b>5.2%</b>

**COASTSIDE COUNTY WATER DISTRICT  
INVESTMENT REPORT  
May 31, 2011**

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	<b>CASH FLOW &amp; OPERATING RESERVE</b>	<b>EMERGENCY RESERVES</b>	<b>CAPITAL EXPENDITURES</b>	<b>DISTRICT CSP CONTRIBUTION</b>	<b>CSP T&amp;S FEES</b>	<b>TOTAL</b>
<b>DISTRICT BALANCES</b>						
<u>CASH IN FIRST NATIONAL BANK</u>						
OPERATING ACCOUNT			\$926,723.78			\$926,723.78
CSP T&S ACCOUNT					\$615,452.80	\$615,452.80
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$926,723.78	\$0.00	\$615,452.80	\$1,542,176.58
CASH WITH L.A.I.F	\$298,070.00	\$1,184,396.25	\$3,906.76	\$0.00	\$20,974.87	\$1,507,347.88
UNION BANK - Project Fund Balance			\$0.00			\$0.00
CASH ON HAND	\$1,930.00					\$1,930.00
<b>TOTAL DISTRICT CASH BALANCES</b>	<b>\$300,000.00</b>	<b>\$1,184,396.25</b>	<b>\$930,630.54</b>	<b>\$0.00</b>	<b>\$636,427.67</b>	<b>\$3,051,454.46</b>
<b>ASSESSMENT DISTRICT BALANCES</b>						
<u>CASH IN FIRST NATIONAL BANK</u>						
REDEMPTION ACCOUNT		\$ 87,877.62				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
<b>TOTAL ASSESSMENT DISTRICT CASH</b>		<b>\$ 87,877.62</b>				

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

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

5/31/2011

		Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
<b>PIPELINE PROJECTS</b>						
	Small Line Decomission Behind Main Street	\$ 25,000	23,322	\$ 25,000	\$ -	Project Complete
	Rebuild Harbor 4" Vault	\$ 20,000		\$ 20,000	\$ -	planning

**WATER TREATMENT PLANTS**

99-05	Denniston Intake Maintenance	\$ 29,000	\$ 25,347	\$ 25,347	\$ 3,653	Denniston dredging project for Year 2010 - Completed
10-03	Nunes- Backwash Variable Rates Prj (design/build)	\$ 25,000	\$ 19,745	\$ 20,000	\$ 5,000	
10-04	Nunes - Floc Drive Repair	\$ 50,000	\$ 44,311	\$ 45,000	\$ 5,000	Drives received and installed. Complete for FY11. New mixers on order for 2012, Project to be complete in FY12
08-05	Nunes WTP - Plant Painting	\$ 12,500		\$ 12,500	\$ -	

**FACILITIES & MAINTENANCE**

09-07	AMR Program & Fixed Network	\$ 100,000		\$ 50,000	\$ 50,000	Need to present business case to facilities committee and Board
08-08	PRV Valves Replacement Project	\$ 20,000		\$ 20,000	\$ -	On-going program
99-01	Meter Change Program	\$ 30,000	\$ 18,347	\$ 25,000	\$ 5,000	On-going program
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 20,884	\$ 20,000	\$ -	Variance due to this project gets done when there is extra time.
09-10	Standardize Chlorine Analyzers at 6 Facilities	\$ 25,000	\$ 20,962	\$ 20,962	\$ 4,038	Purchasing parts and equipment for EG3
09-23	District Digital Mapping	\$ 75,000		\$ 40,000	\$ 35,000	Entered Into Agreement with California CAD Solutions, Inc.

**EQUIPMENT PURCHASE & REPLACEMENT**

99-02	Vehicle Replacement	\$ 20,000	\$ 17,166	\$ 18,000	\$ 2,000	Purchase Complete
99-03	Computer System	\$ 12,000	\$ 10,904	\$ 10,000	\$ 2,000	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 3,535	\$ -	\$ 3,000	
06-03	SCADA/Telemetry/electrical controls	\$ 550,000	\$ 57,783	\$ 60,000	\$ 490,000	
	Billing System Upgrade	\$ 75,000	\$ 2,400	\$ 70,000	\$ 5,000	To Be Completed October 2011

**PUMP STATIONS / TANKS / WELLS**

09-17	Crystal Springs Emergency Generator	\$ 50,000			\$ 50,000	
	MCC Upgrades Denniston PP	\$ 30,000			\$ 30,000	Incorporated into DCWTP Improvements Prj
	Alves Tank - Recoating Exterior	\$ 100,000	\$ 5,486		\$ 100,000	Delayed to FY12
	EG Tank 2 - Recoating (and Ladder)	\$ 200,000	\$ 6,436	\$ -	\$ 200,000	Delayed to FY12
	EG Tank #2 Pump Station Pump Replacement	\$ 30,000	\$ 23,185	\$ 23,185	\$ 6,815	Complete
	Half Moon Bay Tank #1 (Int & Ext Recoat)	\$ 200,000	\$ 16,500		\$ 200,000	Delayed to FY12
	Miramar Tank Fence upgrade	\$ 8,000			\$ 8,000	Delayed to FY12

**DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS**

08-19	Denniston Short Term WTP Modifications	\$ 50,000			\$ 50,000	Incorporated into DCWTP Improvement Prj
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**NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS**

08-24	Nunes Short Term WTP Modifications	\$ 1,100,000	\$ 957,225	\$ 957,225	\$ 142,775	100% Complete
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**DENNISTON WTP (LONG-TERM) IMPROVEMENTS (MEMBRANE FILTRATION)**

08-22	Denniston Pre/Post Treatment Design	\$ 400,000	\$ 390,513	\$ 405,000	\$ (5,000)	Design in progress
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COASTSIDE COUNTY WATER DISTRICT  
 APPROVED CAPITAL IMPROVEMENT PROJECTS  
 FISCAL YEAR 2010-2011

5/31/2011

Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
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**WATER SUPPLY DEVELOPMENT**

09-21	Reclamation Project Planning	\$ 100,000		\$ -	\$ 100,000	Timing of expenditures difficult to estimate due to slow progress in reaching agreement with SAM for recycling.
09-22	Water Supply Alternatives Evaluation	\$ 100,000	\$ 133,279	\$ 123,941	\$ (23,941)	Cost to date includes work on NPS-POST Denniston land transfer. Projected includes Urban Water Management Plan

**FY 10-11 TOTALS \$ 3,459,500 \$ 1,774,007 \$ 1,946,160 \$ 1,468,340**

**FY 09/10 CIP Projects - paid in FY 10/11**

1125-02	Retention - Filter Media - Denniston		\$ 8,511	\$ 8,511	\$ (8,511)	Project completed FY09-10.
1118-12	CSP Exterior Painting Project		\$ 25,981	\$ -	\$ -	Project completed FY10/11.
1121-51	Miramar Tank Recoating Project (retention)		\$ 28,054	\$ 28,045	\$ (28,045)	Project completed FY09-10.
1121-52	CSP PRV Cover/Valve Lid Replacment Project		\$ 34,289	\$ 13,000		Project Completed FY 10/11
1121-53	Pilarcitos Canyon Blending Station		\$ 29,185	\$ 130,000	\$ (130,000)	Original budget \$150K. FY09-10 expenditure of \$13,700

**PREVIOUS YEAR TOTALS \$ 126,020 \$ 179,556 \$ (166,556)**

**NON-BUDGETED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 010/11**

1118-12	New Check Scanner for Office		\$ 2,716	\$ 2,716	\$ (2,716)	
1118-03	Outback Brush Cutter		\$ 2,512	\$ 2,512	\$ (2,512)	
1118-13	Base Station for Shop/Portable Radios		\$ 4,482	\$ 4,482	\$ (4,482)	
1128-03	El Granada Pipeline - Phase III		\$ 428	\$ 428	\$ (428)	
1121-58	Railroad Pipeline Replacment		\$ 9,726	\$ 663	\$ (663)	
1121-59	Terrace Ave Service Connection Replacement		\$ 93,334	\$ 93,334	\$ (93,334)	
1120-07	Denniston Booster Pump		\$ 2,748	\$ 5,000	\$ (5,000)	
1121-62	New Pilarcitos Well		\$ 3,055	\$ 3,055	\$ (3,055)	
1118-09	Nunes - Chemtrac Systems Streaming Current		\$ 11,000	\$ 11,000	\$ (11,000)	
1127-06	Denniston Intake Failure 2010		\$ 22,567	\$ 22,567	\$ (22,567)	Incorporated into Denniston Improvements
1118-11	Denniston Discharge Station		\$ 7,725	\$ 10,000	\$ (10,000)	
1121-63	Roosevelt/Valve Bolt Replacement Project		\$ 25,839	\$ 25,839	\$ (25,839)	
1127-08	Denniston Creek WTP Improvement Project		\$ 35,116	\$ 24,700	\$ (24,700)	
1121-16	Avenue Cabrillo Pipeline Replacement Project		\$ 761	\$ 761	\$ (761)	
1121-29	Safety Security Upgrades		\$ 6,385	\$ 6,385	\$ (6,385)	
1125-01	El Granada Tank No. 1 Fencing Project		\$ 24,620	\$ 27,356	\$ (27,356)	

**NON-BUDGETED TOTALS \$ 253,014 \$ 240,798 \$ (240,798)**

**CIP TOTALS \$ 3,459,500 \$ 2,153,041 \$ 2,366,514 \$ 1,060,986**

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

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

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Recycle Water Analysis</b>	<b>Water Supply Develpmnt</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>Water Conservation</b>	<b>Personnel</b>	<b>Lawsuits</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
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<b>Jun-10</b>	4,937			183	3,275	52	863		917	10,228
<b>Jul-10</b>	8,138		3,458	393						11,989
<b>Aug-10</b>	7,161		5,383	2,305			3,698			18,547
<b>Sep-10</b>	2,384		4,768	1,284			464			8,900
<b>Oct-10</b>	5,450		1,258	1,886	183					8,777
<b>Nov-10</b>	3,066		1,336	288			1,551			6,241
<b>Dec-11</b>	2,358		419	1,427			3,104		52	7,361
<b>Jan-11</b>	3,450		419	983	341					5,193
<b>Feb-11</b>	4,834		157	221						5,212
<b>Mar-11</b>	1,342		1,492	1,467						4,302
<b>Apr-11</b>	2,687		2,037	80	106					4,909
<b>May-11</b>	4,299		1,436	491						6,227

<b>TOTAL</b>	<b>50,106</b>	<b>0</b>	<b>22,164</b>	<b>11,009</b>	<b>3,905</b>	<b>52</b>	<b>9,679</b>	<b>0</b>	<b>969</b>	<b>97,885</b>
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**Engineer Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>Phase 3 EG Pipeline</b>	<b>CIP</b>	<b>Short Term WTP Imprv.</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
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<b>Jun-10</b>	1,015		2,709	1,743		<b>5,467</b>	
<b>Jul-10</b>	649			1,859	3,924	<b>6,432</b>	3,924
<b>Aug-10</b>	480			169		<b>649</b>	
<b>Sep-10</b>	480		5,333			<b>5,813</b>	
<b>Oct-10</b>	480		6,446	761		<b>7,687</b>	
<b>Nov-10</b>	565		4,688	1,135		<b>6,388</b>	
<b>Dec-11</b>	120			1,099		<b>1,219</b>	
<b>Jan-11</b>	480			709	797	<b>1,986</b>	
<b>Feb-11</b>	300			85		<b>385</b>	
<b>Mar-11</b>	480		254			<b>734</b>	
<b>Apr-11</b>	480		169			<b>649</b>	
<b>May-11</b>	480		338			<b>818</b>	

<b>TOTAL</b>	<b>6,008</b>	<b>0</b>	<b>19,936</b>	<b>7,558</b>	<b>4,721</b>	<b>38,224</b>	<b>3,924</b>
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**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, May 10, 2011**

- 1) **ROLL CALL** - President Feldman called the meeting to order at 7:03 p.m. Present at roll call: Director Ken Coverdell, Vice-President Jerry Donovan, and Directors Jim Larimer and Chris Mickelsen.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENTS**

Jeff Peck, El Granada, CA - Stated that his business in the construction industry has been affected by the down-turn in the economy over the past two and a half years. He recommended that the Board consider making some cuts to the budget. He also recommended that the Board focus on continuing to pursue development of new and existing local water sources, which could help in off-setting the high cost of water rates.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending April 30, 2011:  
Claims: \$348,248.85; Payroll: \$107,823.42 for a total of \$456,072.
- B. Acceptance of Financial Reports
- C. Approval of Minutes of the April 12, 2011 Board of Directors Meeting
- D. Monthly Water Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report
- H. April 2011 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for April 2011
- K. Notice of Completion for the Mill Street Two Inch Main Removal Project
- L. Notice of Completion for the El Granada Tank No. 1 Fencing Project

**M. Notice of Completion for the Crystal Springs Pump Station Check Valve Vault Cover Replacement Project**

Vice-President Donovan requested that the Minutes from the April 12, 2011 Board meeting be revised to reflect that he did not participate in the Closed Session due to a possible conflict of interest and also that he was in attendance at the April 5, 2011 meeting of the Pilarcitos Workgroup.

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

Mr. Dickson pointed out that a new report had been included under the Installed Water Connection Capacity and Water Meters Report section that consists of a summary of the 2010 Non-Priority Lottery Recipients Status Update in connection with the 33.5 water connections recently sold to residents that were served by wells. He informed the Board that this report will continue to be included in the monthly Board packet.

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

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Donovan</b>	<b>Aye</b>
<b>Director Larimer</b>	<b>Aye</b>
<b>Director Mickelsen</b>	<b>Aye</b>
<b>President Feldman</b>	<b>Aye</b>

**5) MEETINGS ATTENDED / DIRECTORS COMMENTS**

President Feldman reported that he had attended the annual dinner meeting of the San Mateo County Special Districts Association. He also stated that he and Mr. Dickson had attended the San Francisco Public Utilities Commission's public hearing earlier in the afternoon, where the adoption of their rate recommendations was considered. President Feldman then requested that the agenda be re-ordered so that the General Manager's Report would be the next reported agenda item.

**7) GENERAL MANAGER'S REPORT**

- 1. Denniston Water Treatment Plant Improvements Project Bid Results** – Mr. Dickson reported that bids from six general contractors had been submitted for this project, all of which were significantly less than the Engineer's construction cost estimate. He advised that the low bid came in at \$4.6 million and that staff is in the process of reviewing the documents to confirm that all is in order prior to presenting a recommendation to the Board for award of the contract.

2. **District Website Update** - Mr. Dickson informed the Board that JoAnne Whelen had been working closely with the District's web designer, Robin Gotfrid of Rogue Web Works, to develop an update to the District's website that improves the site's appearance, organization and function and that the updated site is now live at [www.coastsidewater.org](http://www.coastsidewater.org). He also advised that the site is now organized to allow the District to add more content in the future. Mr. Dickson stated that he appreciated Ms. Whelen's work and that he often receives compliments about the quality of the District's website and the amount of information available on the site. Director Larimer added that he felt the District's website was exemplary and that the amount of information provided and the transparency far exceeded websites of other agencies and he hoped that staff would research the possibility of applying for some type of website award.
3. **SFPUC Rate Increase and Untreated Water Discount Proposal** - Mr. Dickson distributed a copy of the Resolution that was passed earlier in the afternoon by the SFPUC which adopted an untreated wholesale water rate discount factor, effective July 1, 2011, which establishes a \$0.23 per 100 cubic feet rate discount factor for all untreated water delivered to the Coastside County Water District in Fiscal Year 2011-2012. Mr. Dickson relayed that the impact of the discount in the coming fiscal year, will amount to \$190,000.00. He also stated that the present value of this to the District is substantial and that Director Mickelsen and District Counsel Patrick Miyaki had played significant roles in this achievement. The Board gave a round of applause honoring Mr. Dickson, Director Mickelsen, and Mr. Miyaki for this successful accomplishment for the District.
4. **Water Day Event** - Mr. Dickson recognized the excellent efforts of staff, under the leadership of Cathleen Brennan, in planning this event, originally inspired by Director Coverdell's enthusiastic advocacy. Ms. Brennan summarized the planned activities for the day and noted that all District employees have participated one way or another in helping to plan the event.

6) **GENERAL BUSINESS**

A. **Draft Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011/2012 to 2020/2021 Capital Improvement Projects**

Mr. Dickson presented the draft budget and reviewed the changes that have been incorporated since the draft budget was last presented on April 12, 2011. There were no questions or comments from the Board.

B. **District's Financing Plan Update**

Mr. Dickson reminded the Board that the Financing Plan, originally presented in 2009 by Bartle Wells and updated during the Fiscal Year 2010-2011 budget process, projects the rate increases and borrowing necessary to fund the District's operations and Capital Improvement Program. He reviewed a series of model worksheets, charts, and tables that included (1) an end-of-year reserve fund balance, (2) ten-year cash flow projections, (3) operating expenses, and (4) water production and purchase costs. Utilizing the model, Mr. Dickson presented several different rate increase scenarios. Board discussion ensued, with Mr. Dickson answering the Board's questions and comments. He told the Board that he would further explore how the District can maximize the amount of money to be borrowed and that Bartle Wells is preparing a Financing Plan update.

**C. Schedule a Public hearing on Proposed Rate Increase and Authorize Issuance of a Notice of Public Hearing and Proposed Rate Increase**

Mr. Dickson informed the Board that in order to comply with the requirements of Proposition 218, the recommended Board action would 1) authorize issuance of a notice of a rate increase of up to 15%, and 2) schedule a public hearing. He advised that following the public hearing, the Board can approve the budget and adopt the rate increase, unless a majority of affected property owners submit written protests.

**ON MOTION BY Director Coverdell and seconded by Director Larimer, the Board voted as follows, by roll call vote, to schedule a public hearing for Tuesday, June 28, 2011 on a proposed rate increase of up to 15% and authorize Staff to issue a Notice of Public Hearing for this proposed rate increase:**

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

Mr. Miyaki then summarized the Board's policy discussion of the proposed rate increase and reiterated that the recommendation presented by staff of up to a 15% rate increase was based on an analysis prepared by the District's financial consultant, updated in 2011, thoroughly studied and evaluated in light of the operations and the Capital Improvement Program.

**7) MONTHLY INFORMATIONAL REPORTS**

**A. Operations Report**

Mr. Dickson stated that Mr. Guistino had a previous commitment that could not be avoided and offered to answer any questions in connection with the

Operations Report. He answered questions regarding the new City of Half Moon Bay encroachment permit fees.

**B. Water Resources Report**

Ms. Brennan stated that Staff is working on the District's Urban Water Management Plan, which will be presented at the June Board meeting.

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

Director Larimer encouraged all to attend the monthly Brews and Views events sponsored as a public service by the Half Moon Bay Brewing Company, which offers an opportunity to keep the community informed about state politics and current affairs.

**9) ADJOURNMENT**

**ON MOTION BY Vice-President Donovan and seconded by Director Mickelsen, the Board voted as follows to adjourn the May 10, 2011 meeting of the Coastside County Water District's Board of Directors:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Donovan</b>	<b>Aye</b>
<b>Director Larimer</b>	<b>Aye</b>
<b>Director Mickelsen</b>	<b>Aye</b>
<b>President Feldman</b>	<b>Aye</b>

The meeting was adjourned at 8:58 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, June 14, 2011.

Respectfully submitted,

---

David R. Dickson, General Manager  
Secretary of the Board

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Robert C. Feldman, President  
Board of Directors



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

FY 2011

Installed Water Connection Capacity	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>HMB Non-Priority</b>													
0.5" capacity increase													
5/8" meter	3	1	3	1	1	1	3	2	3		4		22
3/4" meter													0
2" meter													
<b>HMB Priority</b>													
0.5" capacity increase					0.5								
5/8" meter													0
3/4" meter													0
1" meter	1												1
1 1/2" meter													
2" meter													
<b>County Non-Priority</b>													
5/8" meter					3	1			2	3	1		10
3/4" meter		1		1							1		3
1" meter													0
<b>County Priority</b>													
5/8" meter													0
3/4" meter													0
1" meter													0
<b>Monthly Total</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>4.5</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>36</b>

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

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	5.5	1	3	1	1	1		2	3		4		21.5
HMB Priority				1.5	0.5								2
County Non-Priority		1.5			3	1	3		2	3	2.5		16
County Priority													0
<b>Monthly Total</b>	<b>5.5</b>	<b>2.5</b>	<b>3</b>	<b>2.5</b>	<b>4.5</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>3</b>	<b>6.5</b>	<b>0</b>	<b>39.5</b>

COASTSIDE COUNTY WATER DISTRICT

2010 NON-PRIORITY LOTTERY RECIPIENTS  
STATUS UPDATE

May 31, 2011

33.5 TOTAL SOLD CONNECTIONS (T&S FEES PAID)

<b>5.5</b>	INSTALLATION FEES NOT PAID
<b>17</b>	INSTALLATION FEES PAID/METER INSTALLED - FINALED
<b>5</b>	INSTALLATION FEES PAID/METER NOT INSTALLED - NEEDS TO INSTALL SERVICE LINE(s)
<b>5</b>	INSTALLATION FEES PAID/METER INSTALLED/OFF & LOCKED - NEEDS BACKFLOW TEST/DESTRUCTION CERTIFICATION - NOT FINALED
<b>1</b>	T&S FEES REFUNDED BACK TO CUSTOMER

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2011**

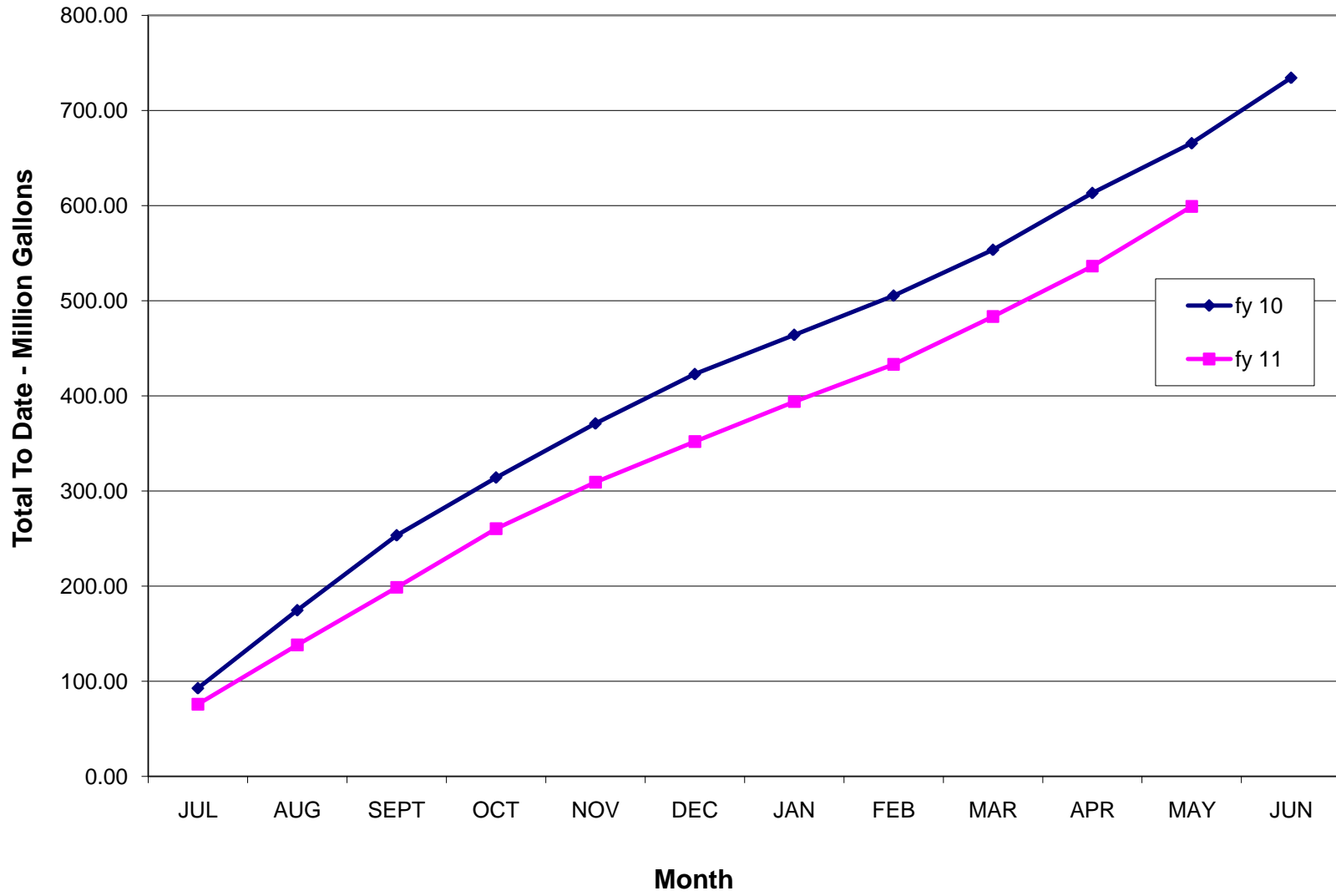
	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
<b>AUG</b>	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
<b>SEPT</b>	0.00	22.17	1.36	3.63	34.64	61.80	1.34	60.46
<b>OCT</b>	0.00	38.13	0.00	0.00	23.69	61.82	0.05	61.77
<b>NOV</b>	8.08	41.38	0	0.00	0.00	49.46	0.71	48.75
<b>DEC</b>	7.69	35.52	0	0.00	0.00	43.21	0.419	42.79
<b>JAN</b>	13.73	28.22	0	0.00	0.00	41.95	0.034	41.92
<b>FEB</b>	10.77	29.74	0.00	0.00	0.00	40.51	1.301	39.21
<b>MAR</b>	14.1	36.44	0.00	0.00	0.00	50.54	0.336	50.21
<b>APR</b>	0	44.15	0.00	0.00	8.71	52.86	-0.145	53.01
<b>MAY</b>	0	58.57	0.00	0.00	4.39	62.96	0.134	62.83
<b>JUN</b>								
<b>TOTAL</b>	40.27	264.37	3.20	8.73	104.72	488.47	5.025	<b>599.27</b>
<b>% TOTAL</b>	8.2%	54.1%	0.7%	1.8%	21.4%	86.2%	1.03%	122.7%

**12 Month Running Treated Total                    668.08**

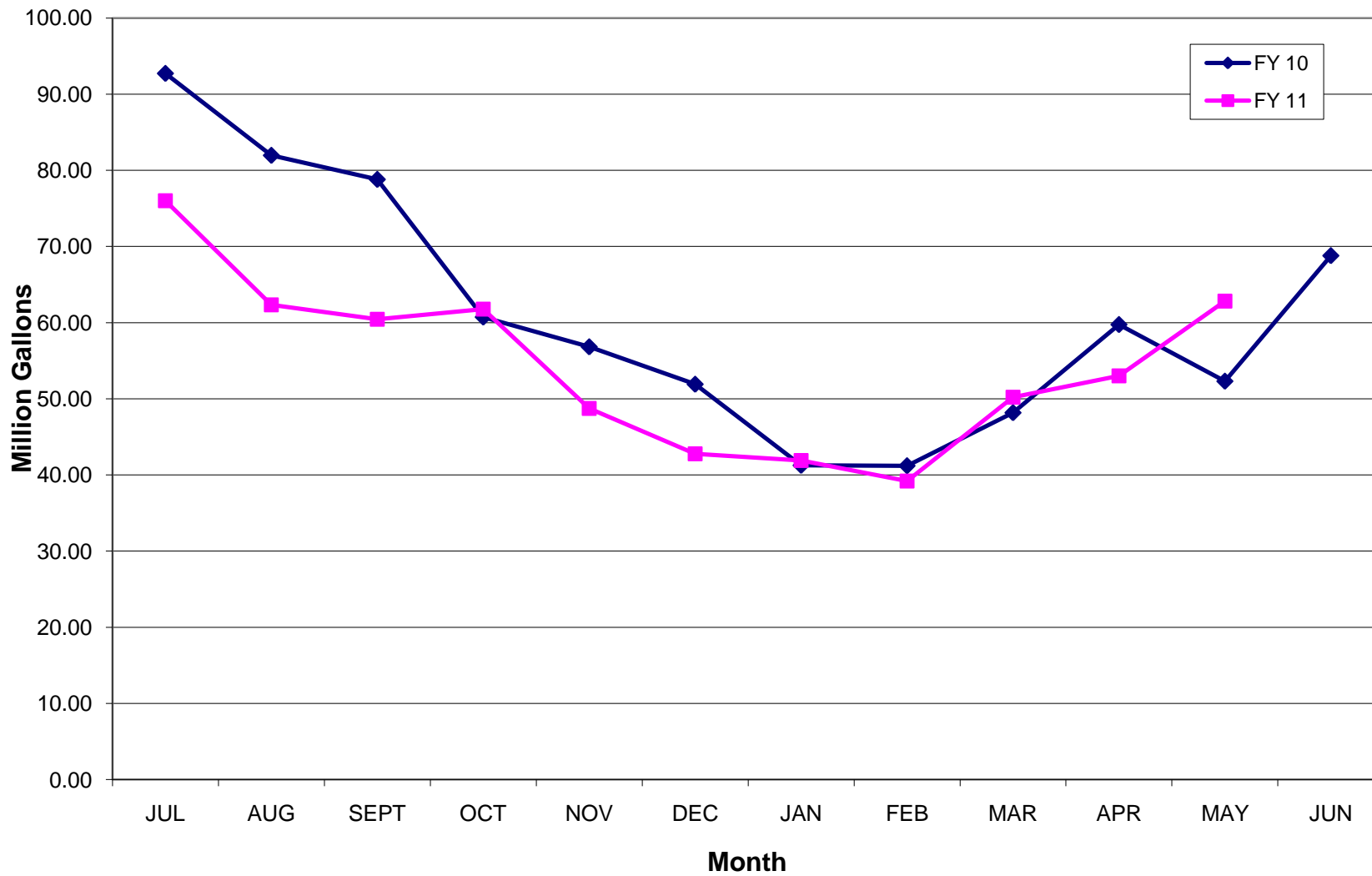
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2010**

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

Cumulative Production FY10 vs. FY11



Monthly Production FY10 vs. FY11



**COASTSIDE COUNTY WATER DISTRICT**

**Predicted vs Actual Production - All Sources**

	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-10	2.07	6.22	4.15	1.04	2.06	1.02	0.00	0.00	0.00	57.55	0.00	-57.55	15.12	85.08	69.96	72.67	85.08
Aug-10	3.03	0.00	-3.03	0.80	0.00	-0.80	0.00	0.00	0.00	41.40	0.00	-41.40	18.17	90.94	72.77	59.57	90.94
Sep-10	3.63	0.00	-3.63	1.36	0.00	-1.36	0.00	0.00	0.00	22.17	0.00	-22.17	34.64	74.14	39.50	56.81	74.14
Oct-10	0.00	4.34	4.34	0.00	2.01	2.01	0.00	0.00	0.00	38.13	0.00	-38.13	23.69	72.22	48.53	61.82	72.22
Nov-10	0.00	4.26	4.26	0.00	1.81	1.81	8.08	7.97	-0.11	41.38	0.00	-41.38	0.00	43.45	43.45	41.38	43.45
Dec-10	0.00	4.28	4.28	0.00	1.94	1.94	7.69	10.96	3.27	35.52	0.00	-35.52	0.00	37.93	37.93	35.52	37.93
Jan-11	0.00	0.00	0.00	0.00	0.00	0.00	13.73	11.62	-2.11	28.22	31.91	3.69	0.00	0.00	0.00	28.22	31.91
Feb-11	0.00	0.00	0.00	0.00	0.00	0.00	10.77	12.45	1.68	29.74	38.27	8.53	0.00	0.00	0.00	29.74	38.27
Mar-11	0.00	12.17	12.17	0.00	1.87	1.87	14.10	10.85	-3.25	36.44	18.18	-18.26	0.00	0.00	0.00	36.44	18.18
Apr-11	0.00	12.44	12.44	0.00	2.27	2.27	0.00	0.00	0.00	44.15	31.64	-12.51	8.71	0.00	-8.71	52.86	31.64
May-11	0.00	15.55	15.55	0.00	3.03	3.03	0.00	0.00	0.00	58.57	56.09	-2.48	4.39	0.00	-4.39	62.96	56.09
Jun-11																0.00	45.60
<b>MG Totals</b>	<b>8.73</b>	<b>59.26</b>	<b>50.53</b>	<b>3.20</b>	<b>14.99</b>	<b>11.79</b>	<b>54.37</b>	<b>53.85</b>	<b>-0.52</b>	<b>433.27</b>	<b>176.09</b>	<b>-257.18</b>	<b>104.72</b>	<b>403.76</b>	<b>299.04</b>	<b>537.99</b>	<b>625.45</b>

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	66.30	128.10	537.99	579.85	604.29	707.95	103.66
<b>% Total</b>	<b>10.97%</b>	<b>18.09%</b>	<b>89.03%</b>	<b>81.91%</b>	<b>85.36%</b>		

**Coastside County Water District Monthly Sales By Category (MG)  
FY 2011**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.995	53.667	25.593	47.825	22.275	29.933	19.546	33.603	19.271	31.178	20.372		331.26
COMMERCIAL	6.625	1.341	6.030	1.516	5.531	1.014	5.232	1.036	5.187	1.096	5.083		39.69
RESTAURANT	3.245	0.282	2.994	0.294	2.646	0.192	2.598	0.220	2.653	0.176	2.473		17.77
HOTELS/MOTELS	3.691	2.239	3.483	2.085	2.621	1.274	2.717	1.637	2.314	1.533	2.736		26.33
SCHOOLS	1.334	1.347	1.378	1.132	0.373	0.432	0.364	1.076	0.461	0.565	1.927		10.39
MULTI DWELL	3.136	2.895	3.050	3.116	2.361	2.290	2.735	2.811	2.358	2.503	2.499		29.75
BEACHES/PARKS	0.902	0.113	0.889	0.083	0.462	0.009	0.218	0.156	0.259	0.004	0.356		3.45
FLORAL	7.238	7.186	7.566	5.095	4.724	4.320	2.099	5.764	4.952	7.064	5.896		61.90
RECREATIONAL	0.040	0.232	0.032	0.207	0.020	0.147	0.028	0.204	0.022	0.171	0.035		1.14
MARINE	0.987	0.000	1.055	0.000	0.871	0.000	1.197	0.000	0.898	0.000	0.892		5.90
IRRIGATION	12.096	9.452	8.749	9.672	0.159	0.703	0.103	0.427	0.132	1.350	8.402		51.24
Portable Meters	0.000	0.408	0.000	0.382	0.000	0.175	0.000	0.159	0.000	0.135	0.000		1.26
<b>TOTAL - MG</b>	<b>67.29</b>	<b>79.16</b>	<b>60.82</b>	<b>71.41</b>	<b>42.04</b>	<b>40.49</b>	<b>36.84</b>	<b>47.09</b>	<b>38.51</b>	<b>45.78</b>	<b>50.67</b>	<b>0.00</b>	<b>580.09</b>

<b>Running 12 Month Total</b>													642.34
12 mo Ave Residential	31.79	31.68	31.39	31.31	31.33	30.98	30.91	30.98	31.16	31.06			31.01
12 mo Ave Non Residential	24.89	24.15	23.55	23.44	22.78	22.37	22.16	22.22	21.96	21.98			22.52
Total	56.68	55.83	54.95	54.75	54.11	53.36	53.07	53.20	53.12	53.05			
	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	

**FY 2010**

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

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

Coastside County Water District Monthly Leak Report									
Date	Location	Pipe size/Type	Est. Water Loss (Gallons)*	Repair Material	Material Cost	Employee hours		Manpower and Equipment Costs	Total Costs
5/4/2011	541 Hermosa Miramar	3/4" Plastic Service	2,000	3/4" cop to Cop 2 Tons of Rock	\$15.26 \$27.44 <b>Total</b> \$42.70	Men	Hours 3 3.5	\$1,192 1150	\$1,234.70
5/4/2011	440 Metzgar St HMB	3/4" Plastic service	3,000	3/4" Cop to Cop 3/4" angle stop 3 tons of rock 10' of 3/4 Copper	\$15.26 \$76.91 \$41.16 \$57.42 <b>Total</b> \$190.75	Men	Hours 3 4	\$1,491 1300	\$1,681.75
5/12/2011	963 Francisco EG	3/4" Plastic Service	5000	2-3/4" cop to cop 2' of 3/4 Copper 1 ton of rock	\$11.48 \$30.52 \$13.72 <b>Total</b> \$55.72	Men	Hours 3 3	\$1,056 1000	\$1,111.72
5/18/2011	Cypress X Jenna HMB	1" Plastic Service	5000	50' 1" Copper 2-3/4" Angle stops 1X3/4 Tee 2 B9 box and Lids 8 tons of rock	\$372.69 \$152.82 \$22.16 \$131.38 \$109.76 <b>Total</b> \$788.81	Men	Hours 3 5	\$2,389 1600	\$3,177.81
5/23/2011	San Benito St. HMB	1-1/2" Galv	7500	1-1/2" Gate Valve 1-1/2"x 3/4 Tee 2-B9 box and Lids 2-1-1/2" Dayton 1 Ton of rock	\$54.85 \$32.90 \$59.13 \$164.09 \$13.72 <b>Total</b> \$324.69	Men	Hours 2 4	1425 1100	\$1,749.69
5/26/2011	150 Vallejo Street EG	3/4" Plastic service	2500	4' 3/4" copper 1-3/4" cop x cop 3/4" Nut 3 ton of rock	\$22.96 \$15.26 \$11.21 \$26.50 <b>Total</b> \$75.93	Men	Hours 3 5	1676 1600	\$1,751.93
					<b>Total</b> \$0.00	Men	Hours		\$0.00

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

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

<b>Total Person Hours</b>	<b>64</b>	<b>Total Water Loss</b>	<b>0.0250 MG</b>	<b>\$10,708</b>
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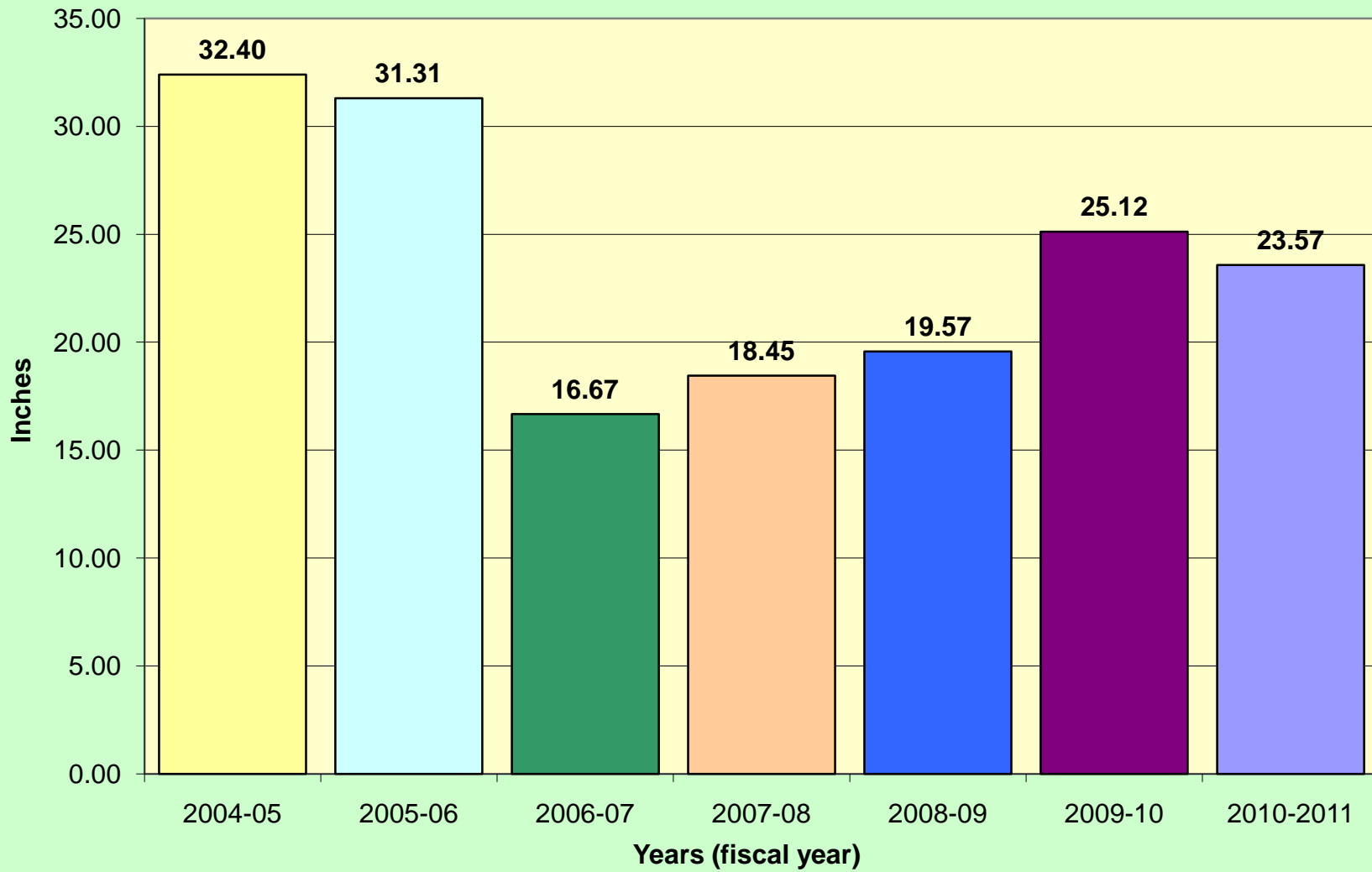


Coastside County Water District  
 766 Main Street  
 July 2010 - June 2011

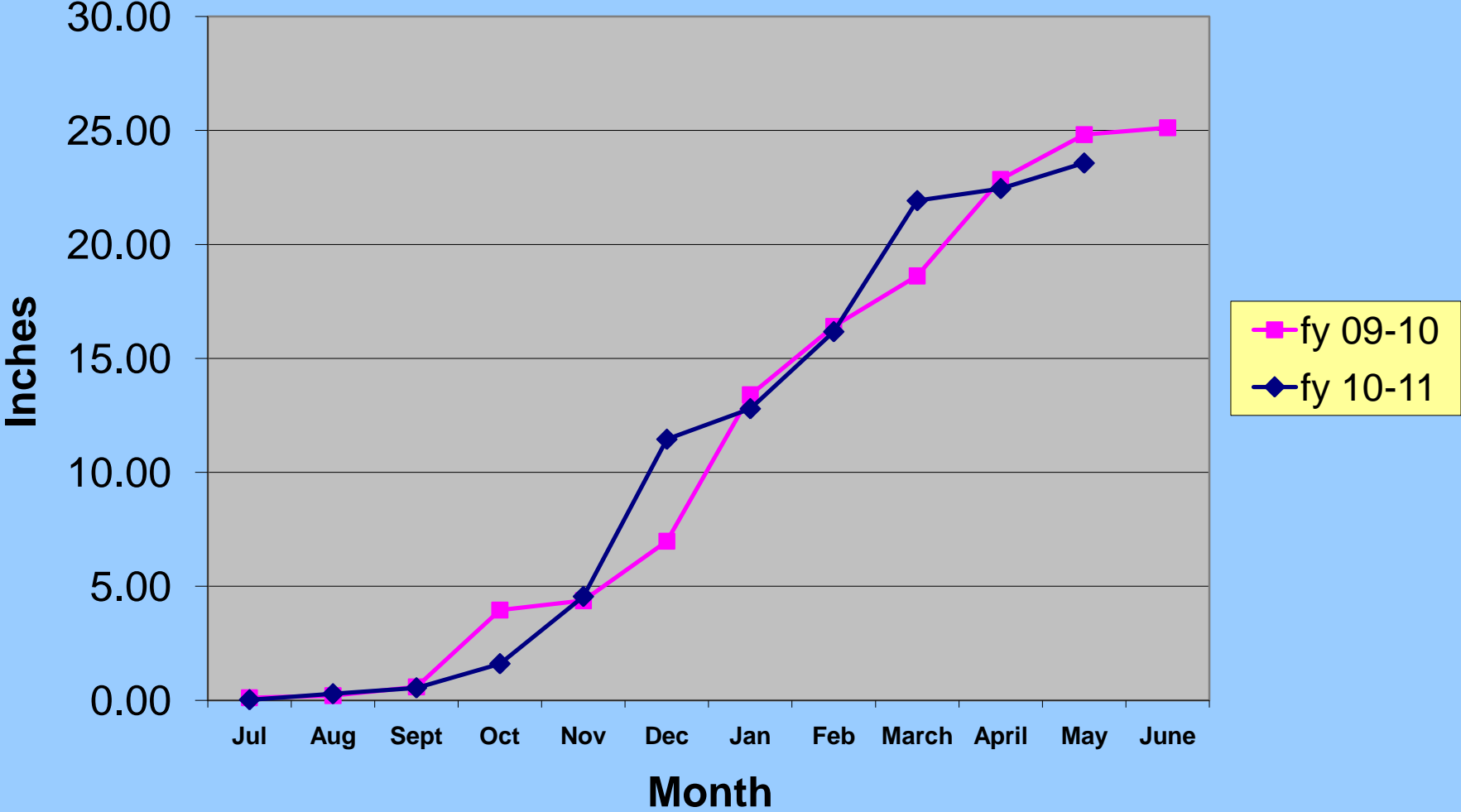
District Office  
 Rainfall in Inches

	2010						2011					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.01	0	0.17	0	0.04	0	0	
2	0	0.01	0	0	0	0	0.37	0	0.06	0	0	
3	0	0.01	0	0	0.01	0	0	0	0.02	0	0	
4	0	0.01	0	0	0	0.03	0	0	0.01	0	0	
5	0	0.03	0	0	0.01	0.35	0	0	0.02	0	0	
6	0	0.02	0	0	0	0.07	0	0	0.29	0	0	
7	0	0.02	0.07	0	0.77	0	0	0	0.06	0.04	0	
8	0	0.02	0.03	0.01	0.01	0.95	0	0	0.03	0	0	
9	0	0.01	0	0	0.1	0.04	0	0	0	0	0	
10	0	0.01	0	0	0.14	0.07	0	0	0.03	0	0	
11	0	0.02	0	0	0	0.01	0.04	0	0	0.00	0	
12	0	0.01	0.01	0	0	0.01	0	0	0	0	0	
13	0	0.02	0	0	0	0	0.21	0	0.14	0.05	0	
14	0	0	0	0	0	0.31	0.01	0.16	0.18	0	0.4	
15	0	0	0.03	0	0	0.01	0	0.41	0.31	0	0.14	
16	0	0.01	0	0.01	0	0.04	0.01	0.21	0.03	0	0.09	
17	0	0.01	0.03	0.11	0.01	0.35	0.01	0.63	0	0.02	0.17	
18	0	0	0.04	0	0.01	0.51	0	0.71	0.65	0.12	0.02	
19	0	0	0.02	0	0.41	1.42	0	0.47	1.11	0.03	0	
20	0	0.02	0	0.01	0.5	0.05	0	0	0.05	0.01	0	
21	0	0.01	0	0	0.17	0.19	0	0	0.05	0.06	0	
22	0	0	0.01	0.07	0.03	0.21	0	0	0.31	0	0	
23	0	0	0	0.13	0.33	0.01	0	0	0.38	0.03	0	
24	0	0	0	0.57	0	0	0	0.43	1.05	0.08	0	
25	0	0	0	0.01	0	0.82	0	0.29	0.06	0.09	0	
26	0	0	0	0	0	0	0	0.07	0.64	0	0	
27	0	0	0	0	0.43	0.01	0	0	0.22	0	0	
28	0	0	0	0	0	1.28	0	0	0	0	0.07	
29	0	0	0.01	0.09	0.01	0.16	0.04		0	0	0	
30	0.01	0.01	0.01	0.05	0	0	0.47		0	0	0	
31	0.01	0.01		0		0	0.01		0.01		0.23	
Mon.Total	0.02	0.26	0.26	1.06	2.95	6.90	1.34	3.38	5.75	0.53	1.12	0.00
Year Total	0.02	0.28	0.54	1.60	4.55	11.45	12.79	16.17	21.92	22.45	23.57	23.57

## Rain Totals



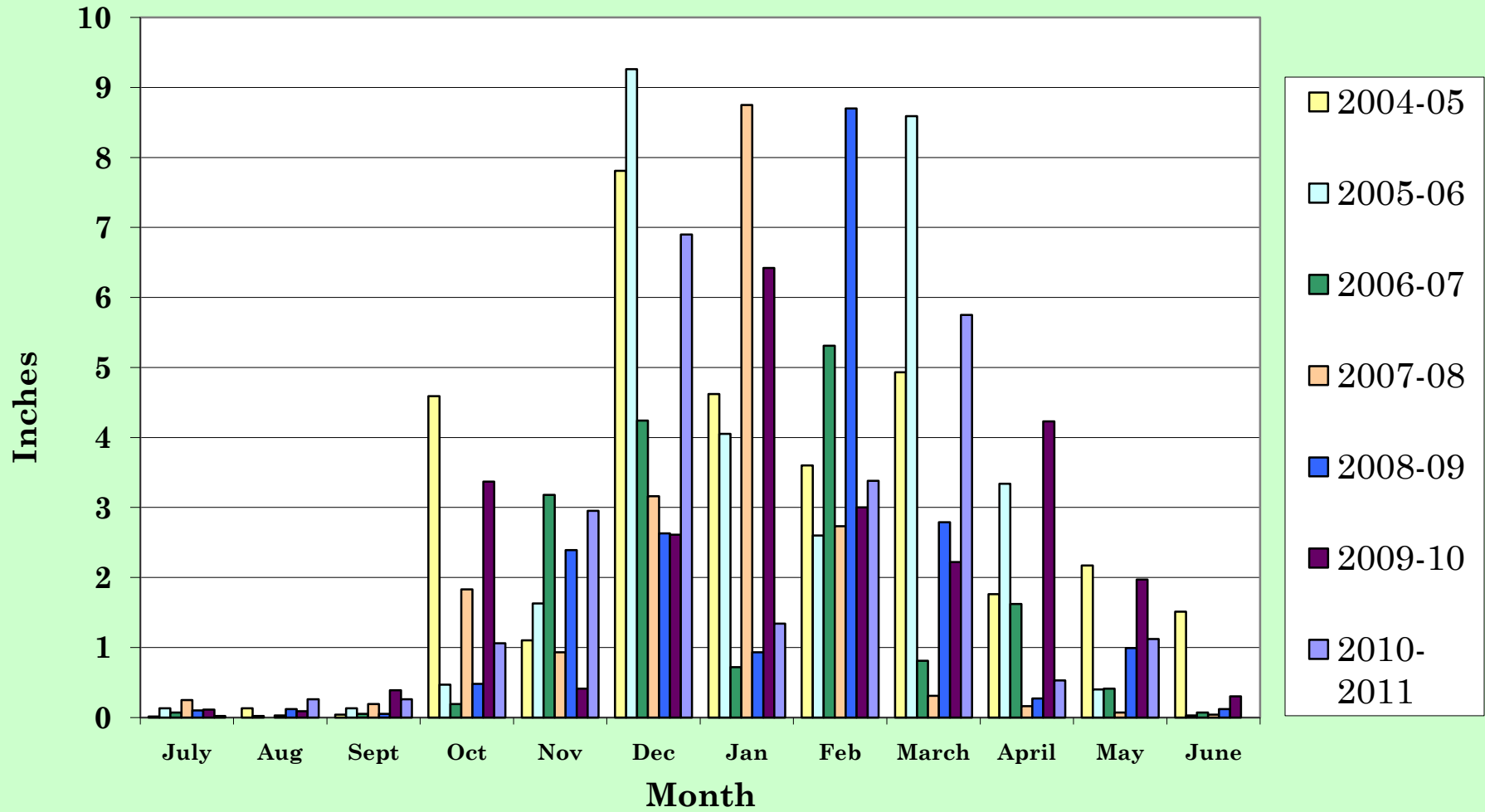
# Rainfall Totals fy 10-11



# Coastside County Water District

## Rainfall by Month

July '10 thru Jun '11



MONTHLY CLIMATOLOGICAL SUMMARY for MAY. 2011

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	55.2	70.3	3:30p	41.2	4:00a	10.2	0.4	0.00	0.9	10.0	1:30p	SW
2	54.7	62.2	4:00p	45.7	2:00a	10.3	0.0	0.00	1.6	11.0	12:30p	SSW
3	57.2	64.5	3:30p	50.2	12:00m	7.8	0.0	0.00	1.4	12.0	2:30p	SW
4	61.1	79.9	12:00p	47.1	3:30a	6.8	2.8	0.00	1.2	15.0	11:30a	NNW
5	57.8	67.6	12:00p	46.4	5:30a	7.3	0.1	0.00	0.9	9.0	12:30p	SW
6	57.8	66.6	12:30p	52.5	4:00a	7.2	0.0	0.00	2.5	10.0	9:00a	SW
7	58.0	66.9	1:00p	52.7	4:30a	7.0	0.0	0.00	2.4	11.0	12:00p	SSW
8	57.0	65.2	1:00p	51.7	12:00m	8.0	0.0	0.00	2.8	13.0	11:00a	SW
9	54.5	64.1	5:30p	45.9	12:00m	10.5	0.0	0.00	2.2	14.0	1:00p	SW
10	54.1	64.0	11:00a	42.8	3:30a	10.9	0.0	0.00	1.3	10.0	1:00p	SW
11	58.5	68.5	1:00p	52.4	1:00a	6.6	0.1	0.00	0.9	10.0	1:30p	SW
12	56.7	67.0	5:30p	49.3	12:00m	8.3	0.0	0.00	2.2	15.0	2:30p	SW
13	55.3	63.3	3:00p	45.6	2:30a	9.7	0.0	0.00	2.3	13.0	2:30p	SW
14	58.3	69.3	1:00p	49.0	12:00m	7.0	0.4	0.40	2.4	13.0	4:00p	SSW
15	55.7	66.0	5:30p	48.1	5:30a	9.3	0.0	0.14	3.2	16.0	12:00p	SE
16	57.6	69.6	1:00p	50.2	5:00a	7.7	0.3	0.09	3.2	19.0	9:30p	SE
17	56.5	65.1	3:00p	52.9	12:30a	8.5	0.0	0.17	3.8	20.0	10:30p	SE
18	56.9	62.9	4:30p	51.8	4:30a	8.1	0.0	0.02	2.7	15.0	12:30a	SW
19	60.6	69.7	3:00p	53.9	5:00a	4.8	0.4	0.00	1.3	10.0	3:00p	SW
20	59.9	67.9	10:30a	56.0	3:00a	5.1	0.0	0.00	1.5	10.0	3:00p	SW
21	58.9	66.7	2:30p	54.2	5:00a	6.1	0.0	0.00	2.7	14.0	2:00p	SW
22	56.8	70.5	5:30p	52.4	8:30p	8.3	0.0	0.00	3.6	18.0	9:00p	SW
23	56.0	63.9	3:00p	51.4	4:30a	9.0	0.0	0.00	3.8	21.0	4:00p	SW
24	56.6	76.4	5:30p	49.6	12:00m	8.5	0.1	0.00	2.2	12.0	1:00p	SSW
25	57.9	67.9	1:30p	47.1	1:30a	7.2	0.1	0.00	1.8	17.0	11:00a	S
26	58.0	80.0	5:30p	48.7	5:00a	7.2	0.2	0.00	1.5	11.0	1:00p	SSW
27	61.4	77.6	5:30p	23.2	7:30a	4.7	1.1	0.00	1.7	10.0	2:00p	SSW
28	59.2	73.2	2:30p	50.5	11:30p	6.5	0.7	0.07	2.5	16.0	11:00p	SW
29	54.9	65.9	5:30p	48.9	5:00a	10.1	0.0	0.00	3.8	22.0	7:00p	NNW
30	59.4	84.6	5:30p	52.8	12:30a	5.9	0.3	0.00	1.9	10.0	12:30p	SSW
31	59.8	69.7	2:30p	53.8	12:00m	5.6	0.4	0.23	1.9	12.0	4:00p	S
	57.5	84.6	30	23.2	27	240.2	7.4	1.12	2.2	22.0	29	SW

Max >= 90.0: 0  
 Max <= 32.0: 0  
 Min <= 32.0: 1  
 Min <= 0.0: 0

Max Rain: 0.40 ON 05/14/11

Days of Rain: 7 (>.01 in) 4 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

WS FORM B-91  
(03-09)

**RECORD OF RIVER AND CLIMATOLOGICAL OBSERVATIONS**

STATION (Climatological) <b>Half Moon Bay</b>		(River Station, if different)		MONTH <b>May</b>		YEAR <b>2011</b>	
STATE <b>CA</b>	COUNTY <b>San Mateo</b>	RIVER		STANDARD TIME IN USE		NORMAL POOL STAGE	
TIME (local) OF OBSERVATION RIVER		PRECIPITATION		PRECIPITATION		STANDARD TIME IN USE	
ELEVATION OF RIVER GAGE ZERO		FLOOD STAGE		PRECIPITATION		STANDARD TIME IN USE	

DATE	TEMPERATURE		24 HR AMOUNTS AT 08		PRECIPITATION		WEATHER (Observation Day) Mark 'X' for all types occurring each day												RIVER STAGE		REMARKS (SPECIAL OBSERVATIONS, ETC.)												
	24 HRS ENDING AT OBSERVATION	AT OBSN	air, melted snow, etc (in and hundreds)	Snow, ice pellets, hail (ins. and lens)	Snow, ice pellets, hail (ins. and lens)	ice on ground (in)	A.M.	NOON	P.M.	1	2	3	4	5	6	7	8	9	10	11		Fog	Ice pellets	Glaze	Thunder	Hail	Damaging Winds	Time of occurrence if different from above	Condition	Gage reading at ___ AM	Tendency		
1	MAX 67 MIN 36	65	0.00																														
2	MAX 68 MIN 41	57	0.00																														
3	MAX 63 MIN 45	60	0.00																														
4	MAX 82 MIN 40	72	0.00																														
5	MAX 73 MIN 40	60	0.00																														
6	MAX 62 MIN 48	57	0.00																														
7	MAX 60 MIN 50	58	0.00																														
8	MAX 60 MIN 50	58	0.00																														
9	MAX 59 MIN 42	56	0.00																														
10	MAX 59 MIN 39	55	0.00																														
11	MAX 60 MIN 50	57	0.00																														
12	MAX 60 MIN 51	58	0.00																														
13	MAX 58 MIN 41	57	0.00																														
14	MAX 61 MIN 48	60	0.00																														
15	MAX 62 MIN 44	59	0.41																														
16	MAX 63 MIN 46	53	0.04																														
17	MAX 56 MIN 48	54	0.20																														
18	MAX 60 MIN 49	59	0.15																														
19	MAX 61 MIN 52	61	0.00																														
20	MAX 62 MIN 52	58	0.00																														
21	MAX 62 MIN 52	58	0.00																														
22	MAX 59 MIN 55	56	0.00																														
23	MAX 59 MIN 51	57	0.00																														
24	MAX 61 MIN 49	60	0.00																														
25	MAX 65 MIN 43	64	0.01																														
26	MAX 65 MIN 43	61	0.00																														
27	MAX 64 MIN 49	63	T																														
28	MAX 65 MIN 52	60	0.00																														
29	MAX 61 MIN 48	58	0.09																														
30	MAX 62 MIN 50	61	T																														
31	MAX 64 MIN 50	58	0.26																														
62.7	46.9	SUM	1.16																														

CONDITION OF RIVER AT GAGE

READING DATE

CHECK BAR (for wire weight) NORMAL CHECK BAR

DATE

OBSERVER

Supervising Office  
MTR San Francisco

Station Index No.  
04-3714-04

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

# San Francisco Public Utilities Commission Hydrological Conditions Report For May 2011

J. Chester, B. McGurk, A. Mazurkiewicz, & M. Tsang, June 2, 2011



**O'Shaughnessy Dam** – Large releases of 8,100 cfs were made from Hetch Hetchy at the end of May as part of the Upper Tuolumne River Ecosystem Project (K. McRorie)



**Early Intake Reservoir & Diversion Dam**– Early Intake reservoir was constructed in 1924 on the Tuolumne River 17 miles below O'Shaughnessy Dam. The structure's purpose was to divert water into Mountain Tunnel and to Moccasin Powerhouse as water made its journey to the Bay Area. About 8,400 cfs is shown here. (M. Patterson)

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

Table 1 Current Storage As of June 1, 2011							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
<b>Tuolumne System</b>							
Hetch Hetchy <sup>1/</sup>	252,620		340,830		88,210		74.1%
Cherry <sup>2/</sup>	230,067		273,340		43,273		84.2%
Lake Eleanor <sup>3/</sup>	23,914		23,541		0		Full
Water Bank	570,000		570,000		0		Full
Tuolumne Storage	1,076,601		1,207,711		131,483		89.1%
<b>Local Bay Area Storage</b>							
Calaveras <sup>4/</sup>	46,699	15,217	96,824	31,550	50,125	16,333	48.2%
San Antonio	44,731	14,576	50,496	16,454	5,765	1,879	88.6%
Crystal Springs	53,634	17,477	58,377	19,022	4,743	1,545	91.9%
San Andreas	11,836	3,857	18,996	6,190	7,160	2,333	62.3%
Pilarcitos	2,958	964	2,995	976	37	12	98.8%
Total Local Storage	159,858	52,090	227,688	74,192	67,830	22,102	70.2%
<b>Total System</b>	1,236,459		1,435,399		199,313		86.1%

<sup>1/</sup> Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

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

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

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

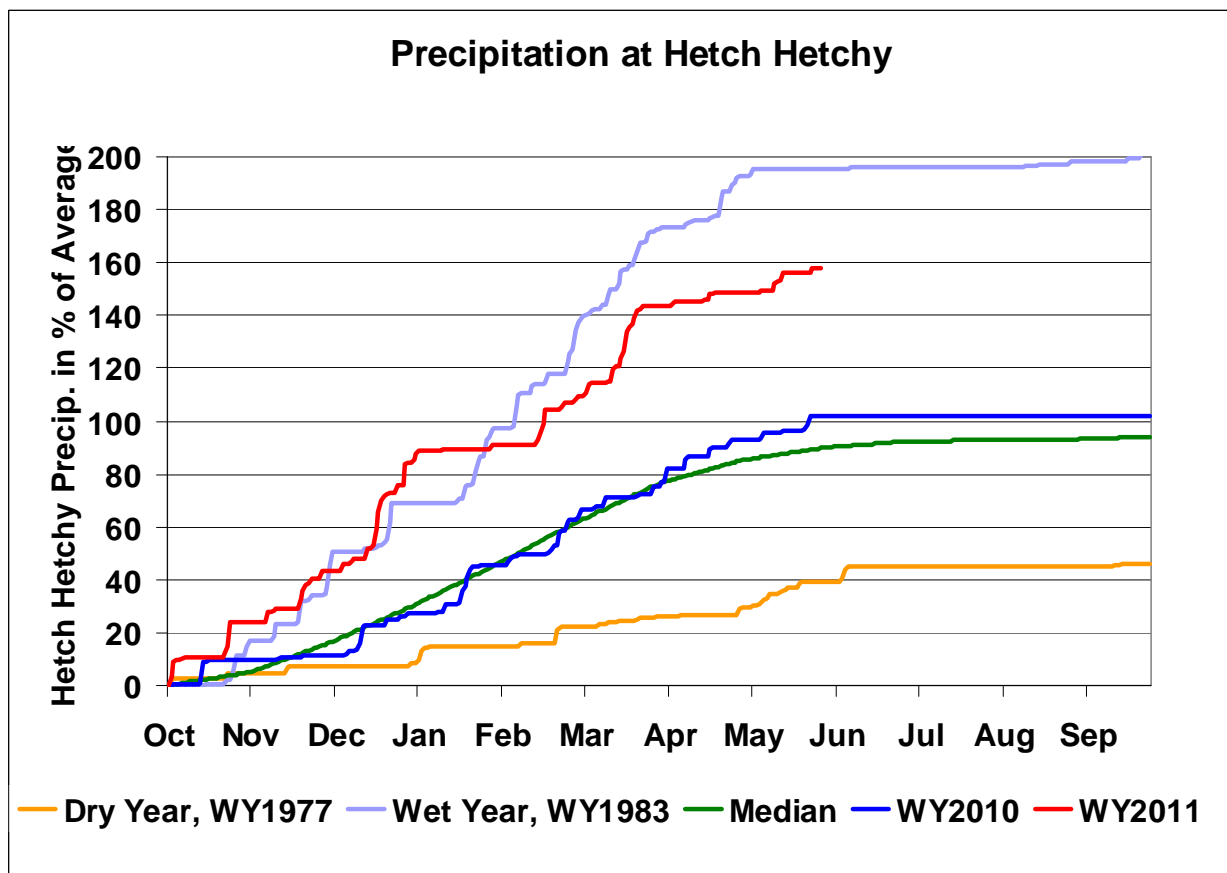
### Hetch Hetchy System Precipitation Index <sup>5/</sup>

*Current Month:* The May six-station precipitation index was 3.08 inches, or 220.2% of the average index for the month. Hetch Hetchy precipitation gauge recorded 3.21 inches.

*Cumulative Precipitation to Date:* The accumulated six-station precipitation index for water year 2011 is 55.6 inches, which is 156.3% of the average annual water year total, or 162.9% of the average annual-to-date. The Hetch Hetchy gauge is shown in Figure 1 in red, and is well above the median line.

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





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

### Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of May 31<sup>st</sup> is summarized below in Table 2. While May inflows are near normal, the forecasted high inflow volumes have been delayed due to the unseasonal cool temperatures through May.

	May 2011				October 1, 2010 through May 31, 2011			
	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average
Inflow to Hetch Hetchy Reservoir	202,383	219,386	221,863	91.2%	603,406	446,227	443,256	136.1%
Inflow to Cherry Reservoir and Lake Eleanor	132,793	123,301	124,140	107.0%	474,743	328,099	332,777	142.7%
Tuolumne River at La Grange	516,897	454,088	451,040	114.6%	2,185,810	1,242,817	1,335,765	163.6%
Water Available to the City	268,643	202,803	214,418	125.3%	1,089,838	463,282	541,293	201.3%

<sup>6</sup> Hydrologic Record: 1919 – 2005.

## Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in May totaled 183,267 acre-feet which met SJPL deliveries, fisheries releases, the Upper Tuolumne Ecosystem Project releases (UTREP), and reservoir management goals. High flow stream releases were made as part of the UTREP program in order to further channel geomorphic processes in the Tuolumne River below O’Shaughnessy Dam. The 8,100 cfs pulse was released to move streambed material and to maintain the wide array of ecological habitats that the Tuolumne River supports.

A total of 55,884 acre-feet of power draft was made at Cherry Reservoir to lower reservoir elevation in anticipation of snowmelt runoff and to support the City’s Municipal load, District Class 1, other loads or accounts, and sales. No water was transferred from Eleanor to Cherry in May because the projected inflow will fill Cherry Lake by the end of the runoff after the planned full powerdraft. Lake Eleanor is currently at capacity and spilling.

## Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant (SVWTP) average production rate for the month of May was 64 MGD, and the Harry Tracy Water Treatment Plant rate averaged 37 MGD.

## Local System Water Delivery

The water delivery rate for the month averaged 240 MGD. This is a 14% increase over the April average rate of 210 MGD\*. (\* The April rate was previously reported incorrectly at 193 MGD).

## Local Precipitation

Mid- and late-month showers contributed to the higher than expected rainfall totals across local watersheds. Both rain gauges at Pilarcitos and Calaveras reservoirs measured upwards of twice the average rainfall for the month. Year-to-date precipitation remained above average. The May rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date <sup>7</sup> (inches)	Percentage of Normal for the Year-to-Date <sup>7</sup>
Pilarcitos	2.40	207 %	45.71	119 %
Lower Crystal Springs	0.93	124 %	28.69	108 %
Calaveras	1.28	186 %	24.65	116 %

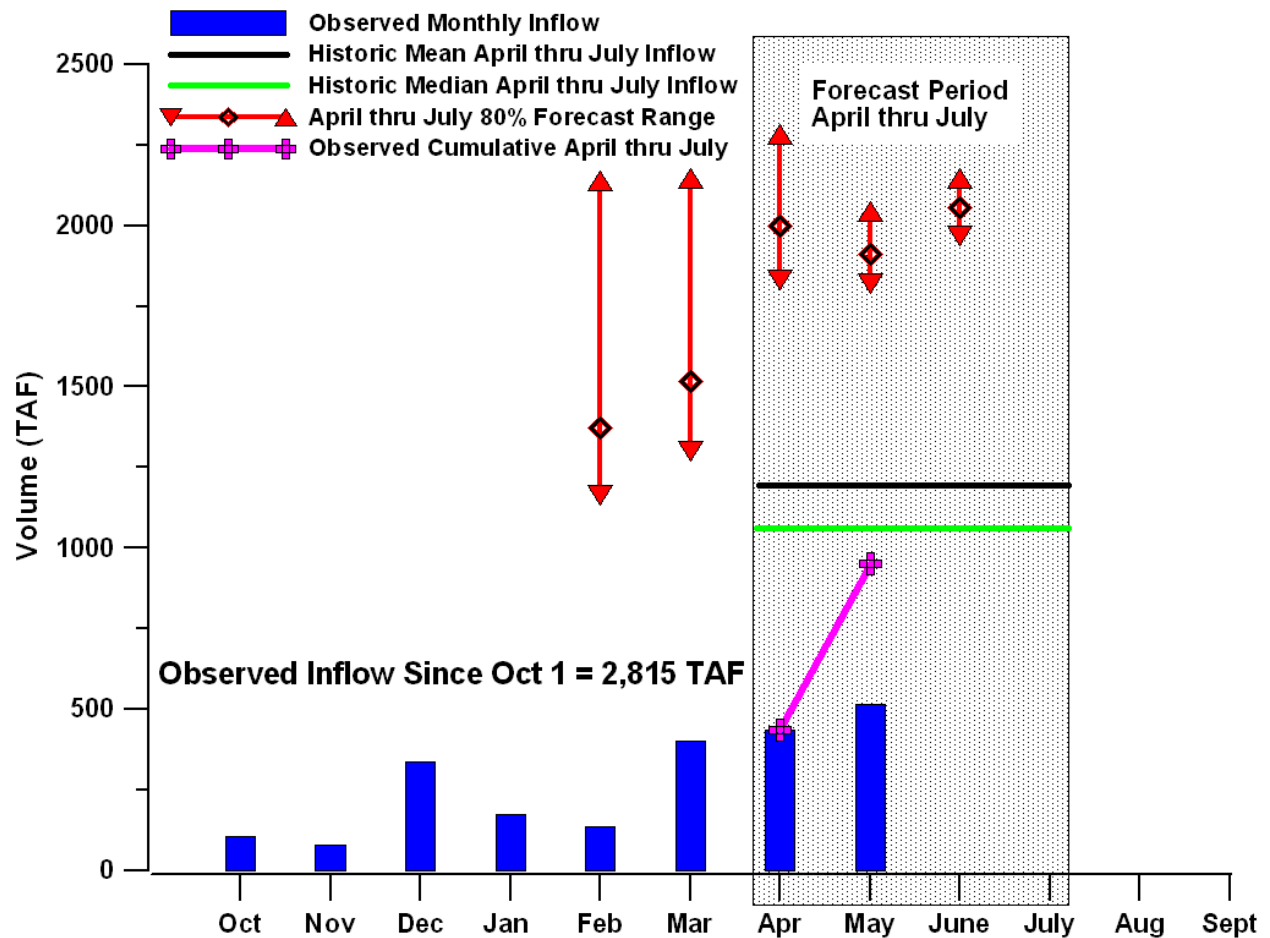
<sup>7</sup> WY 2011: Oct. 2010 through Sep. 2011

## Snowmelt and Water Supply

May temperatures were similar to May 2010 and were unseasonably cool. The weather observation station at Hetch Hetchy only reported 1 day with a maximum temperature above 80° F. Typically at least 5 days during the month of May exceed 80° F. Average daily maximum temperature for May at the Hetch Hetchy station is 70° F, but this May the average daily maximum temperature was 63° F. During the month, up to 18 inches of new snow fell at elevations of 6500 feet and higher. Throughout the month, low-elevation snowmelt sustained reasonable inflow rates to the reservoirs, but melt at the upper-elevations is waiting for clear skies

and warmer temperatures. Typically by June 1<sup>st</sup>, nearly 50% of the forecasted April-July inflows have been observed. So far this runoff season, only 33% of the forecasted seasonal inflows have occurred.

The beginning of June has followed pace with May, continuing with cool temperatures. The current weather outlook indicates that at least the first 10 days of the month will have below normal temperatures and at this point there is no indication of warmer temperatures until June 8. As the summer solstice approaches, the high solar angle should begin to induce snowmelt in the upper elevations and trigger significant inflows.

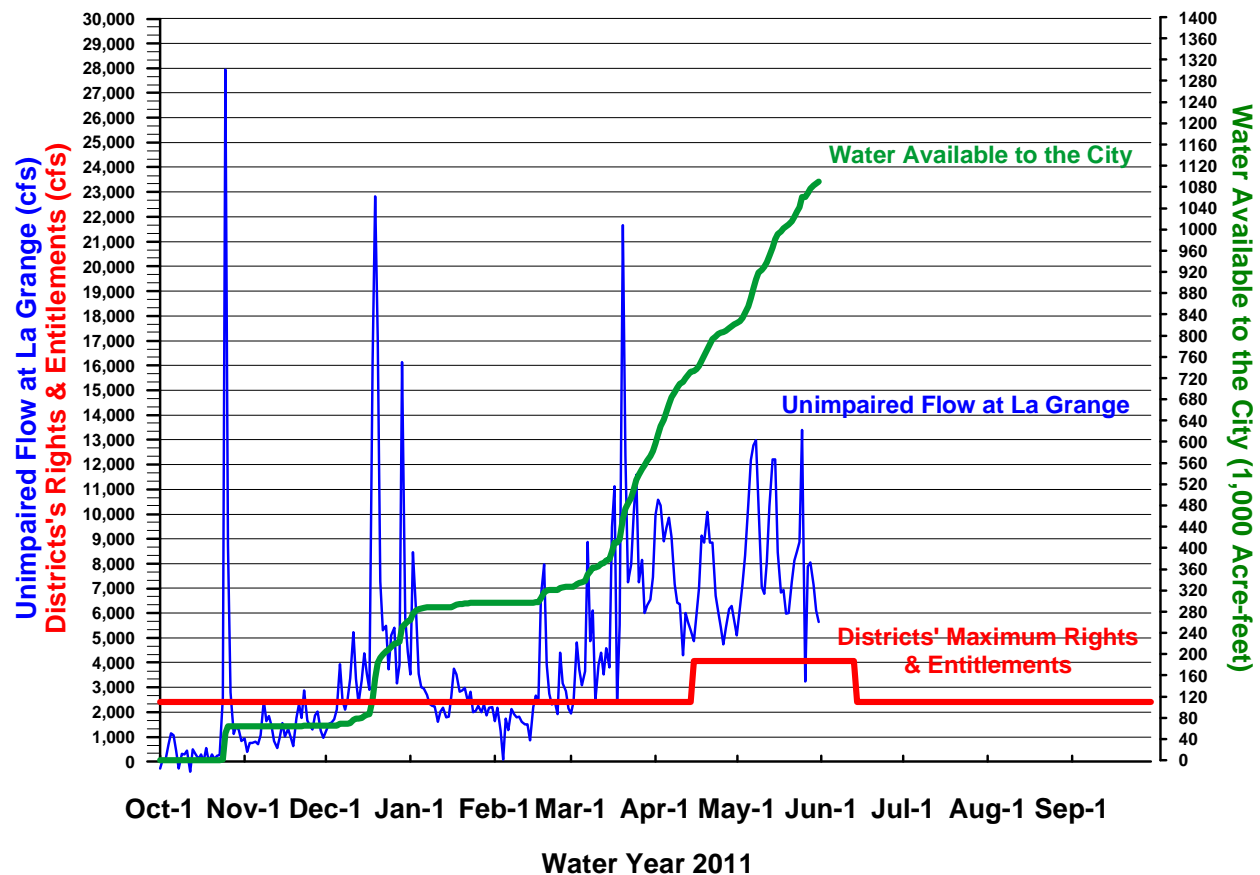


**Figure 2:** Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

The Tuolumne Basin Water Supply Forecast Model was executed using the measured snow course, precipitation, and runoff data. The forecast indicates that the median amount of runoff that may occur this year is about 190% of the long-term median (Figure 2). The median forecast of April-through-July runoff is about 2,055 TAF, compared to the long-term median runoff for the April-through-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-through-July natural runoff will be between 1,970 TAF and 2,145 TAF. This forecast is a slight increase over the May 1<sup>st</sup> forecast due to the above normal precipitation which occurred during the month of May.

A moderate amount of water became available to the City in May, raising the water-year total to 1,089,838 acre-feet (Figure 3).

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



**Figure 3:** Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1<sup>st</sup>, 2010 through May 31<sup>st</sup>, 2011 was 1,089,838 acre-feet.

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

## ***STAFF REPORT***

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

**From: David Dickson, General Manager**

**Agenda: June 14, 2011**

Report

Date: June 9, 2011

**Subject: Award of Contract for Construction of Denniston Water Treatment Plant Improvements Project**

---

### **Recommendation:**

Direct staff to award the construction contract for the Denniston Water Treatment Plant Improvements Project to Anderson Pacific for \$4,601,861.

### **Background:**

On March 8, 2011, the Board approved the contract documents for the Denniston Water Treatment Plant Improvements Project and authorized staff to advertise for bids. Bids were opened on May 3, 2011. Six general contractors submitted bids ranging from \$4.6 million to \$5.4 million. Anderson Pacific was the low bidder at \$4,601,861 (see attached bid summary).

Anderson Pacific is well qualified to perform this project and has worked for the District in the past. Staff has confirmed that their bid meets the requirements of the specifications. In submitting their bid form, however, Anderson Pacific made an error, creating a discrepancy between the bid total written in words and the total written in numbers. The numbers showed their intended bid, \$4,681,861, but the total written in words was \$4,601,861. The District's bid documents clearly state that the total written in words takes precedence. Staff thus recommends that, in accordance with the rules established by the bid documents, the contract be awarded at \$4,601,861.

### **Fiscal Impact:**

Cost of \$4.6 million, budgeted in the Capital Improvement Program.

## DENNISTON CREEK WATER TREATMENT PLANT IMPROVEMENT PROJECT

BID OPENING/RESULTS

MAY 3, 2011 - 2:00 PM

<b>COMPANY</b>	<b>BASE BID</b>	<b>BASE BID + 1</b>	<b>BASE BID + 1 &amp; 2</b>
Anderson Pacific	\$4,509,100.00	\$4,667,861.00	\$4,601,861.00
Proven Management	\$4,540,000.00	\$4,697,500.00	\$4,715,000.00
KG Walters	\$4,811,000.00	\$4,946,000.00	\$4,953,000.00
Auburn Constructors, Inc.	\$4,884,100.00	\$5,039,100.00	\$5,050,300.00
Gantry Constructors, Inc.	\$4,957,000.00	\$5,102,000.00	\$5,109,000.00
Pacific Infrastructure	\$5,287,000.00	\$5,429,000.00	\$5,433,000.00

## ***STAFF REPORT***

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

**From: David Dickson, General Manager**

**Agenda: June 14, 2011**

Report

Date: June 9, 2011

**Subject: Award of Contract for Denniston Water Treatment Plant  
Improvements Project Construction Management**

---

### **Recommendation:**

Authorize staff to execute a Professional Services Agreement with Erler & Kalinowski, Inc. for construction management of the Denniston Water Treatment Plant Improvements Project, at a time-and-materials cost not to exceed \$396,000.

### **Background:**

Two firms highly qualified to provide construction management services for the Denniston Improvements Project, Erler & Kalinowski, Inc. and Kennedy/Jenks Consultants, submitted proposals in response to the District's request (Attachment A). A committee of District staff (General Manager David Dickson, Operations Superintendent Joe Guistino, and Treatment Supervisor Steve Twitchell) reviewed the proposals and conducted interviews with both firms.

While both firms' proposals were excellent, the committee felt that the EKI proposal (Attachment B) provides better value for the District while meeting all of our requirements. Staff therefore recommends that the work be awarded to EKI.

### **Fiscal Impact:**

Cost of \$396,000, included in the Capital Improvement Program budget.

**REQUEST FOR PROPOSAL  
FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE  
DENNISTON CREEK WATER TREATMENT PLANT IMPROVEMENTS PROJECT**

The Coastside County Water District (“CCWD”) is requesting a Proposal for providing construction management services for the Denniston Creek Water Treatment Plant Improvements Project (“Project”). The Proposal shall be submitted to:

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

Proposals are due by **5 pm on May 25, 2011.**

## **1.0 INTRODUCTION**

### **1.1 CCWD Background**

CCWD serves the City of Half Moon Bay as well as portions of unincorporated San Mateo County including Miramar, Princeton by the Sea and El Granada. CCWD serves approximately 21,000 residents within its service area.

CCWD water supplies include both surface water and groundwater sources. The primary raw surface water supplies are purchased from the San Francisco Public Utilities Commission (“SFPUC”). SFPUC supplies raw water to CCWD from Pilarcitos Lake and Crystal Springs Reservoir. SFPUC delivers, on average, approximately 80% of the CCWD’s total water supply.

CCWD also has water rights from two additional local water sources; (1) the Denniston Creek Project which consists of a surface water diversion and groundwater extraction wells along Denniston Creek and (1) the Pilarcitos Infiltration Wells along Pilarcitos Creek.

CCWD operates the Nunes Water Treatment Plant and the Denniston Creek Water Treatment Plant (“DCWTP”). The Nunes WTP plant has a capacity of 4.5 million gallons per day (“MGD”) and treats water from the SFPUC sources and the Pilarcitos Well Field. The Denniston WTP has a capacity of 1.5 MGD and treats both surface water and groundwater from the Denniston Project sources.

### **1.2 Project Description**

The DCWTP, completed in 1972, is a direct filtration plant with a design capacity of 1.5 MGD. Plant flow rates and annual production have been limited, however, due to the plant’s inability to treat higher turbidity raw water typical of winter flows in Denniston Creek. An order of the



REQUEST FOR PROPOSAL  
FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE  
DENNISTON CREEK WATER TREATMENT PLANT IMPROVEMENTS PROJECT  
Page 2 of 7

California Department of Public Health prohibits operation at raw water turbidities greater than 20 NTU. The main focus of the project is to provide a pretreatment process to allow CCWD to operate the DCWTP at design flow rates and under a wider range of raw water conditions. The Project also includes upgraded washwater and solids handling facilities, new chemical storage and feed facilities, and improvements to electrical and control systems.

The Project includes the following major work items:

- Installation of new equipment and facilities including:
  - Two pressure-vessel contact clarifier units;
  - One contact clarifier washwater supply tank;
  - Two washwater recovery clarifier-thickener basins
  - One sludge scraper for WWR Basin No. 2 (additive bid item);
  - Two sludge drying beds including high density polyethylene liners;
  - Removal of one existing pump at the Denniston Creek Pump Station (“DCPS”)
  - Two vertical turbine pumps and new motor control center at the DCPS;
  - On-site sodium hypochlorite generator;
- Removal of existing and installation of new chemical feed and storage systems;
- Modifications to existing Filter Building to accommodate portions of the new equipment;
- Installation of intake piping and pipe supports to replace damaged piping removed by CCWD;
- Associated site work including demolition, grading, new walkways, fencing, water system piping, electrical and instrumentation work, and painting.

CCWD anticipates that a Notice to Proceed will be issued to the construction contractor in June 2011. The time of completion is 480 calendar days. The required substantial completion date for the Project is October 1, 2012 so that CCWD can use the new facilities for the 2012-2013 wet season. The engineer’s estimate of Project construction cost is \$5.5 million.

### **1.3 Available Information**

Copies of the Bid Documents, including any addenda, can be purchased from CCWD for \$100.00 plus an additional \$35.00 for mailing. Contact the CCWD office at (650) 726-4405.

## **2.0 PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES**

Proposals submitted in response to this RFP will conform to the requirements of this Section.

### **2.1 Scope of Work**

The selected construction manager (“CM”) will be responsible for administration of the construction contract including providing all required specialty inspection services. CCWD will contract directly with the Project Design Engineer, Kennedy/Jenks Consultants (“Design

REQUEST FOR PROPOSAL  
FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE  
DENNISTON CREEK WATER TREATMENT PLANT IMPROVEMENTS PROJECT  
Page 3 of 7

Engineer”), to provide Engineering Services during Construction. The following paragraphs provide the minimum construction management scope of work. Additional scope items that the proposer deems necessary should be included in the proposal.

Task 1 - Pre-Construction Meeting

The CM will schedule, coordinate, and conduct one preconstruction conference. An agenda will be prepared in advance to notify attendees of key items for discussion. CM will distribute meeting notes within five working days of the pre-construction conference.

Task 2 - Construction Management (Office Support)

CM will provide office support services for the duration of the construction contract, projected to be 480 calendar days (approximately 69 weeks). CM services will include the following:

- **Track Submittals:** CM will coordinate and manage the shop drawing and submittal review process between the Design Engineer and the Contractor. CM will create an electronic log of all submittals and track their review status. CM will also screen the submittals for completeness before forwarding them to the Design Engineer for review. CM is available to review selected submittals where appropriate.
- **Prepare Clarifications:** CM will coordinate and manage preparation of clarifications between the Design Engineer and the Contractor. CM will create an electronic log to track the status and outcome of clarifications.
- **Track Requests for Information:** CM will coordinate and manage the Request for Information (“RFI”) process between the Design Engineer and the Contractor. CM will create an electronic log of all RFIs and track their review status. CM will screen the RFIs and check them for clarity and content before responding to them or forwarding them to the Design Engineer.
- **Review Monthly Progress Payment Requests:** CM will evaluate the Contractor's monthly progress payment requests and recommend payment if requirements are met. CM will compare requested quantities to the actual quantities satisfactorily completed and negotiate the appropriate progress payment request with the Contractor.
- **Review Construction Schedule:** CM will review the Contractor's construction schedule, including updates and revisions, in accordance with the Contract Documents. CM’s review will focus on key elements such as logic, duration of activities, duration of startup and testing, and construction sequencing constraints and milestones.
- **Review Change Order Requests:** CM will review change order requests in conjunction with the Design Engineer to determine changes in scope and conditions. CM will prepare

REQUEST FOR PROPOSAL  
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DENNISTON CREEK WATER TREATMENT PLANT IMPROVEMENTS PROJECT  
Page 4 of 7

independent cost estimates, when requested, and will be available to assist the District in negotiating with the Contractor. CM will prepare and process District-approved change orders and incorporate them into the contract. CM will create an electronic log to track potential change orders as well as the status of approved change orders.

- **Resolve Conflicts:** CM will assist the District in working with key parties to resolve potential conflicts before they become an issue.
- **Conduct Final Inspection:** In conjunction with the District and Design Engineer, CM will conduct a final inspection of the completed facilities and issue punch lists of uncompleted items.

Task 3 - Construction Management (Field Observation and Meetings)

CM will provide full time field observation services for the duration of the active field construction activities. Field observations services will include the following:

- **Field Observation:** CM will provide a resident project representative (“RPR”) on site full time during active construction. CM’s construction manager will perform regular site visits to coordinate with the District, RPR, and Contractor.
- **Attend Progress Meetings:** CM will schedule and conduct weekly progress meetings to review construction progress, coordination with District operations, and address key project issues. The construction manager and RPR will attend the progress meetings. CM will distribute meeting notes typically within five working days of the meeting.

Task 4 - Startup Testing and Operations Assistance

The CM’s construction manager and RPR will assist with facilities acceptance testing and startup in cooperation with the Contractor, Design Engineer, and District and plant staff.

Task 5 - Material Testing and Special Inspection

CM will provide materials testing and specialty inspection indicated in the Contract Documents to be performed by the Owner’s Representative to support the construction observation effort, as follows:

- **Material Testing** including concrete and anchorage.
- **Special Coatings Inspections.**

REQUEST FOR PROPOSAL  
FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE  
DENNISTON CREEK WATER TREATMENT PLANT IMPROVEMENTS PROJECT  
Page 5 of 7

## **2.2 Proposal Contents**

The proposal should include the following components:

- Project Approach - Identify management approach including relevant project issues.
- Scope of Work – Describe in detail the suggested scope of work that meets the general requirements identified in Section 2.1 of this RFP.
- Statement of Qualifications - Provide a summary of firm’s information, direct work experience for projects of similar scope and complexity, references for similar projects performed by key team members, and resumes of key team members.
- Organization chart - Identify principal-in-charge, construction manager, RPR, subconsultants, and other team members. Proposed staff shall be available and will perform the work on the project

## **2.3 Cost Proposal and Payment**

The cost proposal for Engineering Services shall be submitted as an appendix to the proposal and shall include the following items:

- A spreadsheet that shows hours of effort by task for each project personnel classification. Provide on the same spreadsheet the total dollar cost for each task (row total), the total hours for each project personnel classification (column total), a breakdown of reimbursable expenses, and the total not-to-exceed fee for the project.
- Fees paid to the Consultant will be on a time and materials basis up to the negotiated maximum amount per signed contract. Any extra work deemed necessary by the CM must be pre-approved and authorized by CCWD in writing. No payment will be made on any unauthorized work performed by the Consultant or subconsultants.

## **3.0 GENERAL REQUIREMENTS, CONSULTANT SELECTION CRITERIA, AND CONSULTANT SELECTION SCHEDULE**

### **3.1 Agreement for Professional Services**

The Consultant shall state its willingness to accept the terms and conditions in the Agreement for Professional Services attached as Attachment A. This is CCWD’s standard agreement. If necessary, provide suggested revisions to the standard agreement for CCWD’s consideration. If no comments are made on the agreement, CCWD will assume the Consultant will execute the agreement if selected to perform the work.

REQUEST FOR PROPOSAL  
FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE  
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Page 6 of 7

### **3.2 Project Management and Billings**

During the course of the project and to support each and every invoice the Consultant shall furnish control reports that shall include the following:

- A narrative progress report of specific accomplishments during the reporting period, problems encountered or anticipated, plans for resolution of problems, accomplishments scheduled for the next reported period, and results of any significant activities.
- A cost report for each task showing:
  - a) Current period and cumulative expenditures to date.
  - b) Estimated cost to complete and at completion.
  - c) Estimated date to complete.
  - d) Approved budget and approved contract amount.
  - e) A comparison of the estimated cost at completion with the approved budget to show any variance.

Completed reports are to be submitted monthly together with invoice submittal. The invoice shall be accompanied by a cost breakdown showing specific person and classification being billed for the period by task.

### **3.3 Insurance Requirements**

The selected consultant will be required to furnish evidence of insurance in the amounts as listed in CCWD's standard agreement.

### **3.4 Consultant Selection Criteria**

Selection will be based on the evaluation criteria listed below. The maximum score for each criterion will be determined by CCWD staff prior to opening and evaluating the proposals.

- a) Project understanding and scope of work
- b) Construction manager's and firm's experience in similar projects.
- c) Proposed approach to completing the scope of work.
- d) Past performance on quality of work and meeting project schedule.
- e) Project staffing and firm's commitment to meet project schedule.

After reviewing all proposals, CCWD staff will interview the most qualified consultants before finalizing the selection.

REQUEST FOR PROPOSAL  
FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE  
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Page 7 of 7

**3.5 Consultant Selection Schedule**

CCWD anticipates the following schedule for consultant selection:

Proposals Due .....	May 25, 2011
Interview Firms .....	June 1, 2011
Board of Directors approval .....	June 14, 2011
Begin work .....	June 20, 2011

**3.6 Number of Proposals**

Four (4) bound copies of the Proposals are to be submitted by the date stated to:

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

**ATTACHMENTS**

Attachment A – CCWD Professional Services Agreement



**Erler &  
Kalinowski,  
Inc.**

*Proposal for*

*Construction Management Services  
for the Denniston Creek Water  
Treatment Plant Improvements Project*

---

*Prepared for:*

**Coastside County Water District**

*Prepared by:*

**Erler & Kalinowski, Inc.**

1870 Ogden Drive  
Burlingame, California 94010  
[www.ekiconsult.com](http://www.ekiconsult.com)

**25 May 2010**

**EKI B1-015**

**Consulting engineers and scientists**



Consulting Engineers and Scientists

1870 Ogden Drive  
Builingame, CA 94010  
(650) 292-9100  
Fax (650) 552-9012

25 May 2011

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

Subject: Proposal for the Construction Management Services  
Denniston Creek Water Treatment Plant Improvements Project  
Coastside County Water District  
Half Moon Bay, California  
(EKI B1-015)

Dear Mr. Dickson:

Erler & Kalinowski, Inc. ("EKI") is pleased to submit this proposal for *Construction Management Services for the Denniston Creek Water Treatment Plant Improvements Project* ("Proposal"). Our Proposal responds to the Coastside County Water District's ("CCWD's") *Request for Proposals for Construction Management Services for the Denniston Creek Water Treatment Plant Improvements Project* ("RFP") dated 25 April 2011.

In reviewing our proposal, we believe you will find that EKI is uniquely qualified to assist CCWD in implementing the construction project. EKI has developed an approach to construction management that will help keep the project on track through proactive identification and tracking of issues and development of solutions that consider both project costs and schedule.

Our proposal highlights the following:

- Section 1 presents our Proposed Approach including our understanding of CCWD's overall goals for the project as well identification of key project challenges;
- Section 2 presents our proposed scope of work;
- Section 3 presents our proposed team's qualifications;
- Appendix A presents EKI's proposed budget based on the scope of work included in Section 2; and
- Appendix B presents EKI's comments and suggested revisions to the City's Standard Agreement for the City's consideration.





Letter to Mr. Dickson  
Coastside County Water District  
25 May 2011  
Page 2 of 2

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Please contact Jeff Tarantino or Steve Tarantino at (650) 292-9100 with questions and comments. We appreciate this opportunity to work with you on this challenging project, and look forward to discussing our qualifications and approach with you in more detail.

Very truly yours,

ERLER & KALINOWSKI, INC.

A handwritten signature in blue ink, appearing to read 'Jeffrey J. Tarantino'.

Jeffrey J. Tarantino, P.E.  
Project Manager

A handwritten signature in blue ink, appearing to read 'Stephen A. Tarantino'.

Stephen A. Tarantino, P.E.  
Vice President



## 1 PROJECT APPROACH

The Coastside County Water District (“CCWD”) is implementing the Denniston Creek Water Treatment Plant (“DCWTP”) Improvements Project (“Project”). This section presents Erler & Kalinowski, Inc.’s (“EKI’s”) project understanding and approach for providing construction management services for the Project. Specific details regarding EKI’s proposed scope of work are included in Section 2 and our proposed team members including qualifications are included in Section 3.

### 1.1 Project Understanding

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

In 1973, the District completed the construction of the Denniston Creek Project and began diverting water from Denniston Creek in conformance with Permit 15882. Facilities constructed as part of the Denniston Creek Project include the Denniston pump station, the DCWTP, the 1.5 million gallon (“MG”) Denniston water storage tank, and a 12-inch diameter pipeline that conveys treated water from the water treatment plant to Clipper Ridge, the nearest point of connection with CCWD’s water distribution system. The Denniston Creek Project was designed for a maximum capacity of approximately 1,000 gallons per minute (“gpm”), but diversions have been less than this maximum amount because of insufficient transmission system capacity between the Denniston area and the Half Moon Bay area.



The DCWTP is a direct filtration plant with a design capacity of 1.5 million gallons per day (“MGD”). DCWTP flow rates and annual production have been limited due to DCWTP’s inability to treat higher turbidity raw water typical of winter flows in Denniston Creek. An order of the California Department of Public Health prohibits operation at raw water turbidities greater than 20 Nephelometric Turbidity Units (“NTU”). The main focus of the Project is to provide a pretreatment process to allow CCWD to operate the DCWTP at design flow rates and under a wider range of raw water conditions. The Project



also includes upgraded washwater and solids handling facilities, new chemical storage and feed facilities, and improvements to electrical and control systems.

The Project includes the following major work items:

- Installation of new equipment and facilities including:
  - Two pressure-vessel contact clarifier units;
  - One contact clarifier washwater supply tank;
  - Two washwater recovery clarifier-thickener basins
  - One sludge scraper for WWR Basin No. 2 (additive bid item);
  - Two sludge drying beds including high density polyethylene liners;
  - Removal of one existing pump at the Denniston Creek Pump Station (“DCPS”)
  - Two vertical turbine pumps and new motor control center at the DCPS;
  - On-site sodium hypochlorite generator;
- Removal of existing and installation of new chemical feed and storage systems;
- Modifications to existing Filter Building to accommodate portions of the new equipment;
- Installation of intake piping and pipe supports to replace damaged piping removed by CCWD;
- Associated site work including demolition, grading, new walkways, fencing, water system piping, electrical and instrumentation work, and painting.

EKI understands that Anderson Pacific Engineering Construction Inc. (“AP”) is the apparent low bidder for the Project. EKI has worked with AP on several projects throughout the Bay Area. We have found that AP is a professional contractor that implements an organized approach to completing public works improvements projects.

## **1.2 Project Challenges and Approach**

All construction projects present unique challenges based on the type of construction and the project location. This Project involves numerous construction activities including excavation, structural concrete, mechanical equipment and piping installation, electrical, instrumentation and controls. It is critical for the construction manager to help manage these challenges through a careful approach to both contract management and people management.

Based on our review of the Project documents and observation of the Project Site, EKI has identified critical challenges for the project, discussed below in Sections 1.2.1 through 1.2.7, including our approach to resolve those challenges.

### **1.2.1 Unanticipated Field Conditions**

Subsurface construction and modification of existing facilities always raise the possibility of unanticipated field conditions regardless of the effort made during the design to review available records. EKI also understands that CCWD has limited record drawings available for DCWTP, which presents a challenge for the design engineer. The entire construction team (i.e. CCWD, contractor, construction manager, etc.) must be alert to changes in field conditions, putting in place an approach to



identify changes in field conditions before physical construction begins, and then address changes in field conditions in a timely manner, before a problem can grow.

Unanticipated field conditions can greatly impact cost and schedule as well as can lead to claims if not addressed. EKI has provided construction management services for numerous projects that included excavation, new utility installation, and modifications to existing facilities. Our experience has taught us that establishing communication protocols, before field work begins, is critical to address changes in field conditions in a timely manner.

When an unanticipated field condition is identified or alleged, EKI will promptly investigate the field situation, evaluating the actual field conditions in comparison with what is presented in the Contract Documents. EKI believes it is our responsibility to provide a comprehensive evaluation of actual field conditions compared with those shown in the Contract Documents, coupled with a list of potential actions for CCWD consideration, including potential costs and pros and cons. Once we have a clear understanding of the issues including potential alternative solutions, EKI will then involve both CCWD and the Design Engineer to review the issue. Ultimately, the Design Engineer with concurrence from CCWD must confirm that the preferred solution meets the overall intent of the Contract Documents.



EKI's approach to managing unanticipated field conditions as described above can only be successful if there are regular discussions amongst all parties. Having face to face discussions on a regular basis allows both simple and complex issues to be thought through in a professional and efficient manner. Each party will still want to have its own private discussions about specific issues and these discussions are necessary. The construction manager must bring all the parties to the table prior to and following private discussions to resolve issues in a timely and cost effective manner.

### 1.2.2 Project Team

One construction challenge that merits careful consideration is the interaction between team members, including CCWD, the design engineer, the contractor, and the construction manager. The construction manager can help CCWD coordinate the "spokes of the wheel" to maintain project progress.

EKI has consistently demonstrated an ability to manage complex projects with multiple team members. Whether we are acting as the construction manager, overall program manager, or as technical lead, we have a track record of successful projects involving multiple parties with diverse interests.



As construction manager, our primary responsibility is to enforce the Contract Documents through critical review of contractor communications, field observation of the work, and maintenance of needed documentation. The role is, in cooperation with CCWD, the overall management of the construction process to help keep the project on track. At times, EKI will need to be the “mediator” between two or more parties as issues are identified. We believe it is key that our involvement promote the timely identification of issues and the development and implementation of solutions that consider project costs and schedule, while giving CCWD overall control over the process.

To do this, we need to help the team sit at the same table and constructively discuss the issues at hand. Every construction project has multiple parties and each party has its own perspective. The owner has a need to upgrade or replace an existing facility. The design engineer creates the Contract Documents to facilitate the construction of a project that the owner has determined is needed. The general contractor assembles a team of specialty subcontractors to implement the project presented in the Contract Documents and to also make a reasonable profit. EKI believes that it is important to recognize each party’s perspective early in the construction phase in order to have a successful project.

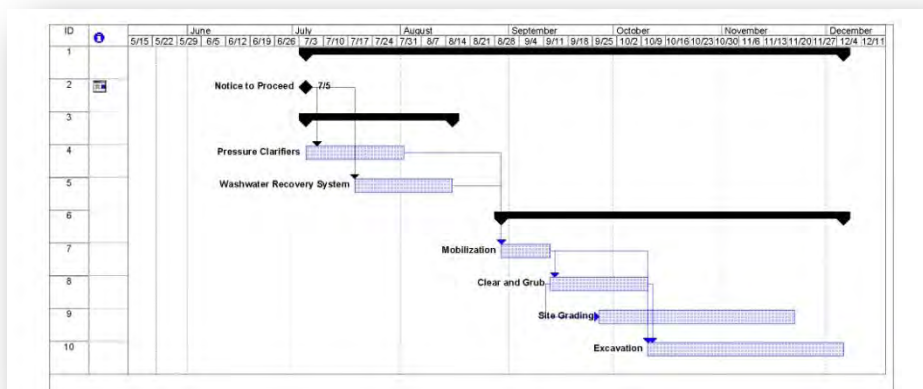
Beginning with the preconstruction meeting, EKI will lead a discussion among the project parties to identify critical issues that are important to each party. We believe that identifying the critical issues helps foster an open discussion. We have found, interestingly enough, that there are many common issues amongst project parties and the discussion of those issues can be used as a springboard to foster a team atmosphere.

Creating a team atmosphere early on in the project can promote more open discussions throughout the project. If each party feels part of a team with a common objective, the differing opinions that almost always occur during the Project construction be openly discussed, which can help to come to an amenable resolution in a timely manner.

### 1.2.3 Project Schedule

The Contract Documents require that the contractor achieve substantial completion by no later than 1 October 2012. EKI also understands that CCWD is in the process of applying for an amendment to its water-right Permit 15882 to extend the time of completion for purposes of fully using the water to 2016. We recognize that completing the Project in a timely matter to allow CCWD to maximize the capacity of DCWTP to be fully utilizing the allowable 2 cfs water right from Denniston Creek is critical.

Maintaining CCWD’s water rights to Denniston Creek is crucial to allow





CCWD to increase the reliability of its multiple water supplies. Although CCWD has done well to secure water supply for numerous sources, EKI recognizes it is unacceptable to have any of those sources compromised. As discussed in Section 1.1, EKI understands that the Project will allow CCWD to operate DCWTP at its 1.5 MGD design capacity, which is not done currently. By operating DCWTP at its full capacity, CCWD would maximize its “portfolio” of water sources such that sources that are more reliable during drought are not used during wetter periods of the year. By strategically using its multiple water supply sources, CCWD can not only maximize the reliability of its water but also maximize the quantity of water.

1.2.4 Document Management

One of the most critical tasks provided by any construction manager is document management. Whether it is the submittals or Requests for Information process, it is necessary for the construction manager to have a system in place to log and track the status of every piece of communication. Document control activities are necessary for a number of reasons including but not limited to identify what outstanding information the design engineer needs to review prior to the contractor initiating certain construction activities, track questions raised by the contractor, and documenting changes in the work. The construction manager must be organized and maintain a streamlined system that can help facilitate progress but also generate status reports whenever requested.

Although document management is one of the most critical activities, the construction manager must also implement a simple approach to document management. Any document management system, both the hard copy and electronic database components, need to be user friendly. A person must be able to easily determine the status of a submittal or find a hard copy of a letter documenting a scope change. Without a user-friendly system, there is always the potential for a dispute with the contractor over prior correspondence that could lead to unnecessary schedule and/or cost impacts.

EKI has developed a series of electronic logs that allows our staff to easily document status of submittals, RFIs, issues, potential change orders, and approved change orders. The logs are maintained on a daily basis and can easily be distributed to the project team. The logs also shape the agendas for weekly meetings and help the team members from allowing critical items from “falling off the table.” Finally, when a submittal or RFI or issue is closed, the logs are updated to reflect the completion of a specific task in order to close the loop on all items.

**Table 2**  
Request for Information Log  
Denniston Creek Water Treatment Plant Improvements Project  
Contra Costa County Water District  
Half Moon Bay, California

Request for Information (Note that RFI numbers beginning at 100 are generated in the field. All other RFIs are generated in the office).	Drawing	Specification	Question	Date Revised	
				Date Received	Date Returned
1. Temporary Chemical Systems	---	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	8-Dec-09	10-Dec-09
2. Solvent Code Requirements	---	112.01	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	17-Dec-09	22-Jan-10
100. Water Storage	103	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	21-Jan-10	25-Jan-10
3. Chemical Education Plan	---	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	28-Jan-10	15-Mar-10
101. Revised Construction Requirements	---	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	19-Feb-10	15-Mar-10
102. Water Stop Requirements	102 and 103	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	8-Mar-10	24-Mar-10
103. Expedited Letter Requirements	102, 1, 1, & 3	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	8-Mar-10	24-Mar-10
1. Temporary Level Stages	---	---	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	5-Mar-10	11-Mar-10
5. Chemical Pump Station Installation	---	112.01, 112.01.01, & 112.01.01.01	How are TDS apps of RFI located? @ Contra Costa County Water District/Volume 174 Specimen # 11/23/11/11/11	8-Mar-10	11-Mar-10

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### 1.2.5 Enforce the Contract Documents

The Contract Documents serve as the “rulebook” for the Project. Although the design engineer takes reasonable steps to produce Contract Documents that are clear and concise, it is not uncommon that some parts of the Contract Documents can be interpreted differently by each of the parties. There can also be changes in field conditions that require modifications to the Contract Documents in order to build the project desired by the owner. The construction manager must strictly enforce the Contract Documents including processes for resolving disputes as a result, issues are resolved in favor of the owner and others are resolved in favor of the general contractor.

In order to enforce the Contract Documents, the Construction Manager must be intimately familiar with the documents. EKI takes the time to review the Contract Documents in detail not only at the beginning of the project but also on a daily basis. The initial review of the Contract Documents at project initiation is necessary to have a firm understanding of the project requirements and final product requirements. The daily review of the Contract Documents is completed in conjunction with daily schedule reviews with the general contractor to understand each detailed requirement for the work to occur that day. EKI has found this approach allows us to assist the owner, the design engineer, and the general contractor to complete the project in accordance with the intent of the Contract Documents.

### 1.2.6 Coordination between General Contractor and other CCWD Contractors

EKI understands that CCWD will be hiring, under separate contract, a System Controls and Data Acquisition (“SCADA”) Integration contractor (“SCADA contractor”). As the CCWD representative on the Project, the construction manager has the ultimate responsibility to coordinate with all parties including the SCADA contractor. SCADA integration can always be a complicated coordination point because it represents a potential grey area in terms of where the general contractor’s responsibility begins and ends.

The general contractor is responsible for providing all of the equipment including instrumentation and control for the Project. As a result, the general contractor must demonstrate the functionality of each individual piece of equipment and instrument. However, the overall functionality of the all of the equipment and instrumentation working as a single, automated system is the responsibility of the SCADA contractor.



The construction manager must proactively work with the general contractor and SCADA contractor early in the construction phase to identify critical coordination points. Because the SCADA contractor’s work product is the final step, but potentially the most critical, it is important to work with



both contractors to create a comprehensive critical path schedule. Only with a comprehensive critical path schedule, can the entire construction project be successful.

#### 1.2.7 Provide Regular Updates

The construction manager is the owner representative for the project. In that role, the construction manager is not in a position to make decisions and provide directions to the general contractor that have potential cost and schedule implications. The owner is the only party that can make final decisions that modify the Contract Documents.

EKI understands that as a construction manager we must provide regular updates on progress of the work including identifying any potential issues. We cannot simply wait until there is an issue and then notify the owner because this approach can lead to potential additional schedule delays while the owner is brought up to speed on the project. Our experience shows that keeping owners abreast of project activities on at least a weekly basis in addition to weekly meetings helps to expedite resolution to project issues as those issues arise. We have also found that reviewing with each owner at the beginning of the project to develop a reporting structure including frequency and level of detail helps to minimize potential surprises to the owner when working on an active construction project.

Furthermore, EKI recommends that weekly meetings attended by CCWD and the contractor be held. As needed, the Design Engineer would also attend the weekly meetings. The regular meeting promotes face-to-face interaction between all parties as well as allows the team to review status of critical items. The standing meetings also provide opportunities for staff to resolve any outstanding questions that may arise throughout construction.





## 2 SCOPE OF WORK

EKI has reviewed the scope of work included in the RFP. We believe that the RFP scope is complete and we have included the same scope below. Our specific staffing assumptions used to develop our proposed budget based on the scope of work presented below are included in Appendix A to this proposal.

EKI has also selected the staff further described in Section 3 that can wear multiple hats in order to streamline our services. We have found that by combining portions of the office services (see Paragraph 2.2) and the field services (see Paragraph 2.3) the overall budget can be optimized.

EKI further understands that CCWD will contract directly with the Design Engineer, Kennedy/Jenks Consultants, to provide Engineering Services during Construction. Our proposed scope of work described below includes coordination with the Design Engineer. EKI understands that as the construction manager it is our duty to serve as the clearinghouse for all contractor correspondence with the Design Engineer so that only complete submittals or clearly written Requests for Information (“RFI”) or other design related correspondence are passed along to CCWD and the Design Engineer. We will also be responsible for coordinating with CCWD’s supervisory control and data acquisition (“SCADA”) contractor who will be responsible for final programming of the programmable logic controllers (“PLCs”) and other SCADA components.

### 2.1 Task 1 - Pre-Construction Meeting

EKI will schedule, coordinate, and conduct one preconstruction conference. An agenda will be prepared in advance to notify attendees of key items for discussion. EKI will distribute meeting notes within about five working days of the pre-construction conference.

### 2.2 Task 2 - Construction Management (Office Support)

EKI will provide office support services for the duration of the construction contract, projected to be 480 calendar days (approximately 69 weeks). EKI services will include the following:

- **Track Submittals:** EKI will coordinate and manage the shop drawing and submittal review process between the Design Engineer and the Contractor. EKI will create an electronic log of all submittals and track their review status (see Table A-2 in Appendix A for a preliminary submittal list). EKI will also screen the submittals for completeness before forwarding them to the Design Engineer for review. EKI is available to review selected submittals where appropriate.
- **Prepare Clarifications:** EKI will coordinate and manage preparation of clarifications between the Design Engineer and the Contractor. EKI will create an electronic log to track the status and outcome of clarifications.



- Track Requests for Information: EKI will coordinate and manage the RFI process between the Design Engineer and the Contractor. EKI will create an electronic log of all RFIs and track their review status. EKI will screen the RFIs and check them for clarity and content before responding to them or forwarding them to the Design Engineer.
- Review Monthly Progress Payment Requests: EKI will evaluate the Contractor's monthly progress payment requests and recommend payment if requirements are met. EKI will compare requested quantities to the actual quantities satisfactorily completed and negotiate the appropriate progress payment request with the Contractor.
- Review Construction Schedule: EKI will review the Contractor's construction schedule, including updates and revisions, in accordance with the Contract Documents. EKI's review will focus on key elements such as logic, duration of activities, duration of startup and testing, and construction sequencing constraints and milestones.
- Review Change Order Requests: EKI will review change order requests in conjunction with the Design Engineer to determine changes in scope and conditions. EKI will prepare independent cost estimates, when requested, and will be available to assist the District in negotiating with the Contractor. EKI will prepare and process District-approved change orders and incorporate them into the contract. EKI will create an electronic log to track potential change orders as well as the status of approved change orders.
- Resolve Conflicts: EKI will assist the District in working with key parties to resolve potential conflicts before they become an issue.
- Conduct Final Inspection: In conjunction with the District and Design Engineer, EKI will conduct a final inspection of the completed facilities and issue punch lists of uncompleted items.

### **2.3 Task 3 - Construction Management (Field Observation and Meetings)**

EKI will provide full time field observation services for the duration of the active field construction activities. We have assumed that approximately 365 calendar days (52 weeks) of active field work will occur for purposes of developing the budget presented in Appendix A. Field observations services will include the following:

- Field Observation: EKI will provide a resident project representative ("RPR") on site full time during active construction. EKI's construction manager will perform regular site visits to coordinate with the District, RPR, and Contractor.
- Attend Progress Meetings: EKI will schedule and conduct weekly progress meetings to review construction progress, coordination with District operations, and address key project issues. The construction manager and RPR will attend the progress meetings. EKI will distribute meeting notes typically within five working days of the meeting.



The RPR will also be responsible for most of the Office Support services (see Task 2 above) in order to streamline our budget. Although we concur that full time construction observation is appropriate for this Project, there will still be sufficient time each week to allow the RPR to complete most of the Office Support services tasks. A more detailed list of staffing assumptions for both Tasks 2 and 3 are included with our proposed budget in Appendix A.

#### **2.4 Task 4 - Startup Testing and Operations Assistance**

EKI's construction manager and RPR will assist with facilities acceptance testing and startup in cooperation with the Contractor, Design Engineer, and CCWD.

#### **2.5 Task 5 - Material Testing and Special Inspection**

EKI will provide materials testing and specialty inspection indicated in the Contract Documents to be performed by the Owner's Representative to support the construction observation effort, as follows:

- Material Testing including concrete and anchorage. Smith Emery will perform the concrete testing and EKI staff will perform anchorage observation.
- Special Coatings observation will be performed by Bay Area Coating Consultants.
- Specialty electrical observation will be provided by TJC and Associates. EKI will provide the primary electrical observation services but will have TJC and Associates available for additional technical support.



### 3 STATEMENT OF QUALIFICATIONS

#### 3.1 Description of Firm

Erler & Kalinowski, Inc. (“EKI”), founded in San Mateo in 1989 by Ted Erler and Tom Kalinowski, has over 40 engineers, geologists, and scientists, located primarily in our main office in Burlingame.

##### 3.1.1 Company Philosophy

Our firm’s goal is to successfully resolve project challenges, accomplishing client objectives on time and within budget. Achieving this goal calls for a solutions-oriented approach to projects, coupled with ongoing client communication and an established credibility with regulatory agencies. The size of our firm and the high level of experience and continuity of our staff, many who have worked together since the firm was first founded, promote a service-oriented technical approach to projects, with quality control of each project by a senior manager.

##### 3.1.2 Services

EKI provides construction management and civil and environmental engineering services to public and private clients throughout the United States. EKI has led the planning, design, and implementation of a wide range of engineering projects. Our work includes planning, design, cost estimating, and services during construction of wastewater collection, potable water, storm drainage, and industrial wastewater treatment systems.

EKI has developed a reputation for effective construction management by providing thoughtful review of the contract documents and project schedule and by carefully evaluating the contractor’s work product for conformance with the contract. We also strive for a team atmosphere between the client, design engineer, regulatory agencies, and general public to identify and resolve issues quickly, providing the best opportunity for a successful project.

##### 3.1.3 Management Philosophy

The successful completion of a project relies on key individuals. We are aware of the importance our clients place on selecting a capable Construction Manager and experienced field personnel supported by technical specialists to effectively guide projects to completion. Our project managers form one-on-one relationships with clients, working hard to understand each project’s unique technical, financial, and regulatory constraints.

##### 3.1.4 Client Loyalty

EKI takes pride in repeat business from satisfied clients. Through the years, over 90 percent of our work has been through referrals or repeat work with existing clients. The low turnover of our staff promotes developing long-term client relationships.



### 3.2 Key Staff

EKI has identified key individuals for the construction management team for the Denniston Water Treatment Plant Improvement project (“Project”). The team members presented below have successfully managed the implemented of numerous construction projects including Coastside County Water District’s (“CCWD’s”) Nunes Water Treatment Plant Short-Term Improvements project (“Nunes’ Project”).

- Jeffrey Tarantino, P.E.: Mr. Tarantino has over 12 years of experience with design and construction of a variety of public works projects. He will be the Construction Manager with overall responsibility for oversight CCWD’s construction contractor and coordinating the EKI team members.
- Joshua Kimbrell, P.E.: Mr. Kimbrell has over 5 years of experience with the design and construction of a variety of public works projects. He will provide the daily construction observation services for the EKI team including the “on the ground” communication with the contractor staff.
- Steve Tarantino, P.E.: Mr. Tarantino, a Vice-President with EKI, is the office-in-charge of the project with overall responsibility for the contractual items for this project. He will also provide QA/QC for the project

Resumes for each of the key individual identified above are included at the end of this section.

### 3.3 Experience

EKI has a served has construction manager on numerous occasions. Our role as construction manager included both as a third-party construction manager and as the design engineer/construction manager. Additionally, EKI provides program management services through the construction phase of any Capital Improvement Program that our staff may be involved with managing.

Our experience in a variety of roles during the construction phase provides our staff with a unique perspective on a construction project. EKI believes that the best opportunity for success happens when all parties (i.e. owner, design, construction manager, and contractor) work as a team to implement a construction project. By deciding to work together as a team, all parties generally approach the project with a more open attitude to collaboratively working through issues.

Table 3-1 provides representative project experience for the key team members including references. Figure 3-1 provides the proposed organization chart for the EKI team.

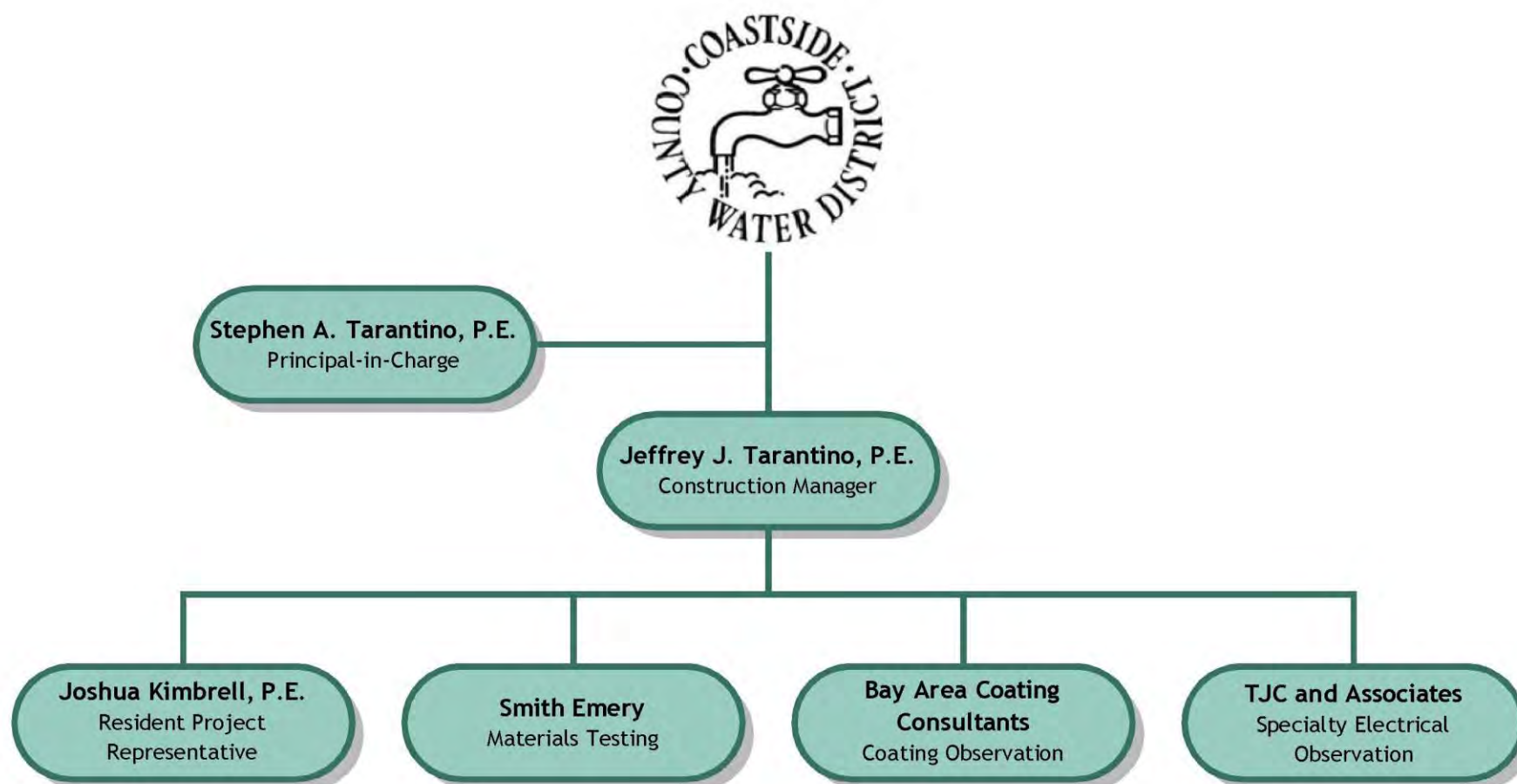


TABLE 3-1: TEAM MEMBER REFERENCES

Key Personnel	Project	Project Elements	Reference
Stephen A. Tarantino, P.E. Jeffrey J. Tarantino, P.E. Joshua Kimbrell, P.E.	Coastside County Water District Short Term Water Treatment Plant Improvements	<ul style="list-style-type: none"> <li>• Third-party construction management services for upgrade of all the existing chemical feed systems at the District's Nunes Water Treatment Plant.</li> <li>• Responsible for all tasks including document control, field review, change order negotiation, and coordination with design consultants for submittal review and response to RFIs.</li> <li>• EKI gives prompt attention to identify field issues and develop solutions before problems can grow larger.</li> </ul>	Joe Guistino Superintendent (650) 726-4405
Stephen A. Tarantino, P.E. Jeffrey J. Tarantino, P.E.	City of Calistoga Kimball Water Treatment Plant and Kimball Reservoir Improvement Project	<ul style="list-style-type: none"> <li>• Construction management services for modification to the Kimball Water Treatment Plant to improve the primary clarification process and provide redundancy for the dual-media filtration process as well as pump station. The project also included addition of a fall protection system on the Kimball Dam spillway.</li> <li>• Responsible for all tasks including documentation, submittal review, review and response to RFIs, field review, and change order negotiation.</li> </ul>	Dan Takasugi, P.E. Public Works Director (707) 942-2828
Stephen A. Tarantino, P.E. Jeffrey J. Tarantino, P.E.	City of Burlingame La Mesa Water Main Replacement Project	<ul style="list-style-type: none"> <li>• Construction management services for installation of a new water main in a residential neighborhood in Burlingame.</li> <li>• Responsible for all tasks including documentation, submittal review, review and response to RFIs, field review, change order negotiation, and public outreach.</li> </ul>	Phil Monaghan, P.E. Senior Civil Engineer (650) 558-7230
Stephen A. Tarantino, P.E. Jeffrey J. Tarantino, P.E. Joshua Kimbrell, P.E.	City of Burlingame Forest View and Newhall Main Replacement Project	<ul style="list-style-type: none"> <li>• Construction management services for installation of a new water main in a residential neighborhood in Burlingame.</li> <li>• Installation methods included both conventional open trench and horizontal directional drilling.</li> <li>• Responsible for all tasks including documentation, submittal review, review and response to RFIs, field review, change order negotiation, and public outreach.</li> </ul>	Phil Monaghan, P.E. Senior Civil Engineer (650) 558-7230
Jeffrey J. Tarantino, P.E.	Santa Clara Valley Water District Coyote Watershed Program	<ul style="list-style-type: none"> <li>• As an employee of another engineering firm, oversaw multiple contractors and construction managers during the implementation of \$50 million of flood control improvements within Lower Silver Creek.</li> <li>• Responsible for review of RFIs, contract change orders, progress pay estimates, and review of field conditions on behalf of SCVWD.</li> <li>• Served as primary point of contact for public inquiries and initial interface with all permitting agencies including CDFG.</li> </ul>	Marc Klemencic, P.E. Chief Operating Office, Watershed Operations (408) 265-2600
Stephen A. Tarantino, P.E. Jeffrey J. Tarantino, P.E.	City of Burlingame Water System Capital Improvement Program ("CIP")	<ul style="list-style-type: none"> <li>• Management of the \$4.55 million annual CIP, including coordination with both Engineering and Operations staff. Total budget managed to date is approximately \$30,000,000.</li> <li>• Management of a team of consultant engineering firms, including preparation and maintenance of detailed project schedules and technical review of engineering documents.</li> <li>• Oversight of a team of construction management firms and construction contractors, including oversight of contract administration, review of all change orders, and coordination with other public and private entities impacted by construction.</li> <li>• Oversight of the public outreach program throughout the planning, design, and construction phases.</li> </ul>	Syed Murtuza, P.E. Director of Public Works (650) 558-7230
Stephen A. Tarantino, P.E. Jeffrey J. Tarantino, P.E. Joshua Kimbrell, P.E.	City of Burlingame Storm Drain Capital Improvement Program ("CIP")	<ul style="list-style-type: none"> <li>• Management of the \$39 million CIP, including coordination with both Engineering and Operations staff.</li> <li>• Management of a team of consultant engineering firms, including preparation and maintenance of detailed project schedules and technical review of engineering documents.</li> <li>• Oversight and management of all permitting from CDFG, Army Corps, and RWQCB</li> <li>• Oversight of a team of construction management firms and construction contractors, including oversight of contract administration, review of all change orders, and coordination with other public and private entities impacted by construction.</li> <li>• Oversight of the public outreach program throughout the planning, design, and construction phases.</li> </ul>	Art Morimoto Assistant Director of Public Works (650) 558-7230



FIGURE 3-1: ORGANIZATION CHART





EKI TEAM MEMBER RESUMES



**Education**

Santa Clara University, B.S. Civil Engineering,  
1999

**Registrations/Certifications**

Civil Engineer in California

# Jeffrey J. Tarantino, P.E.

## Civil Engineer

### Summary of Experience

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Mr. Tarantino has over twelve years of civil and environmental work experience. His project experience includes flood control planning and design projects, water supply planning and design projects, and construction management.

### Representative Experience

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- Mr. Tarantino was the construction manager for the Coastside County Water District's ("CCWD's") Short Term Improvements Project at the Nunes Water Treatment Plant. The purpose of the project was to upgrade all of the chemical feed systems at the plant including implementation of a System Control and Data Acquisition ("SCADA") system. As construction manager, Mr. Tarantino was responsible for day-to-day administration of the construction contract including coordinating with field observation staff, quality assurance testing and observation subconsultants, the mechanical and electrical design consultants, the systems integrator, and the general contractor. Under Mr. Tarantino's direction, EKI staff provided document control for all submittals, request-for-information, and contract change orders as well as provided technical review of each of these documents to assist CCWD's staff as well as the design engineers' to ensure that the general contractor is conforming with all requirements of the contract documents.
- Mr. Tarantino was the project engineer and construction manager for the City of Calistoga's Kimball Water Treatment Plant Upgrade project to improve several components of the existing treatment plant to meet the requirements of United States Environmental Protection Agency's ("USEPA") Long-Term Surface Water Treatment Rule Stage 2. The project included the addition of tube settlers to the existing flocculating clarifier, addition of a third vertical pressure media filter, and addition of several redundant pumps at the treatment plant. Mr. Tarantino was responsible for technical oversight of the preparation of design drawings, technical specifications, and opinions of probable cost. Mr. Tarantino was also responsible for day-to-day oversight and communication with the construction contractor including reviewing and responding to technical submittals, requests-for-information, progress pay estimates, contract change order evaluation, field memoranda, and coordination with the onsite inspector.
- Mr. Tarantino is the construction manager for the City of Burlingame's Alcazar and Donnelly Potable Water Storage Tank Coating project. The purpose of the project is to remove the interior and exterior coating on four, 50,000 gallon welded steel tanks. The exterior coating has been determined to be lead based paint and will require special engineering controls to during the paint removal process. An additional project challenge at each tank site is the proximity of private residences to the work site. At both the Alcazar and Donnelly sites, single-family homes are located less than 50 feet away for the active work area and additional engineering controls for vapor and noise abatement are required. Mr. Tarantino was responsible for the day-to-day administration of the construction contract and communication with the general construction. Under Mr. Tarantino's direction, EKI staff provided field observation as well as engineering services during construction including submittal review, response to requests-for-information, review of progress pay estimates, and contract change order negotiation support.
- Mr. Tarantino is the construction manager for the City of Burlingame's Newhall Road and Forest View Avenue Water Main Replacement project. The project includes the replacement of aging water transmission main for a portion of the City's water distribution system including transfer the residential services from the old water main to the new water main. The new water main will be installed utilizing horizontal directional drilling methods and fusible polyvinyl chloride ("PVC") pipe. Mr. Tarantino is responsible for the day-to-day administration of the construction contract and communication with the general construction. Under Mr. Tarantino's direction, EKI staff provide field observation as well as



**Jeffrey J. Tarantino, P.E.**

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engineering services during construction including submittal review, response to requests-for-information, review of progress pay estimates, and contract change order negotiation support. In addition, Mr. Tarantino is responsible for enforcing the provisions of the encroachment permits from both the San Francisco Public Utilities Commission and the State of California Department of Transportation.

- Mr. Tarantino was the construction manager for the City of Burlingame's La Mesa Water Main Replacement project. The project include the replacement of aging water transmission main for a portion of the City's water distribution system including transfer the residential services from the old water main to the new water main. Mr. Tarantino was responsible for the day-to-day administration of the construction contract and communication with the general construction. Under Mr. Tarantino's direction, EKI staff provided field observation as well as engineering services during construction including submittal review, response to requests-for-information, review of progress pay estimates, and contract change order negotiation support.
- Mr. Tarantino was the project engineer during construction for the Lower Silver Creek Flood Protection Project Reaches 1&2 implemented as part of the Santa Clara Valley Water District's Coyote Watershed Program. The total estimated constructed value of the Project was approximately \$15 million. He was responsible for approval of contract change orders, approval of progress pay estimates, coordination with District staff, coordination with other local agency staff, and addressing public comments/concerns regarding construction activities.
- Mr. Tarantino is the Program Engineer for the City of Burlingame's \$4.55 million annual Water System Capital Improvement ("CIP") program. Mr. Tarantino is responsible for the day-to-day oversight of the CIP program including management of technical consultants preparing planning and design documents, oversight of the CIP construction, coordinating with the engineering and operations staff to identify new projects, and assisting the Senior Engineer in development of the annual budget for the CIP program.
- Mr. Tarantino was the lead civil designer and construction engineer for the South Bay Mobile Home Park Floodwall Project. The project included construction of a reinforced pigmented concrete wall, redwood trellis and fence, and minor site improvements. Design work included engineering calculations, design drawings with Land Development V.2, design specifications and engineer's estimate. His responsibilities during construction included submittal review, response to requests for information, change order review, and construction observation.
- Mr. Tarantino was the Project Engineer for a project to modify an existing groundwater treatment extraction and treatment system at Los Angeles International Airport to add an advanced oxidation process unit. The goal of the project was to reduce levels of 1,4-dioxane in the extracted groundwater to below maximum contaminant limits established in the National Pollutant Discharge Elimination System permit for the groundwater treatment facility. Mr. Tarantino was involved in the selection of the manufacturer of the advanced oxidation process unit, development of alternatives for physical modifications to the treatment system piping and equipment, and coordination with the manufacturer of the advanced oxidation process unit for review and approval of the design and construction of the unit on behalf of the owner. Mr. Tarantino was also responsible for coordination with the contractor during the construction of the modifications of the treatment facility, installation of the advanced oxidation process unit, and startup of the system.

**Education**

Santa Clara University, B.S. Civil  
Engineering, 2007

**Registrations/Certifications**

Forty-hour HAZWOPER Training Course

# Joshua R. Kimbrell, P.E.

**Civil Engineer**

## Summary of Experience

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Mr. Kimbrell has prepared contract documents; water resources design calculations, and litigation support. He is experienced in construction observation and construction management office support.

## Representative Experience

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- Mr. Kimbrell was the project engineer during EKI's construction management of an upgrade to the Coastside Water District's Nunes Water Treatment Plant Short Term Improvements Project ("Project"). The Project involved upgrades to the existing chemical storage and feed systems. Mr. Kimbrell was responsible for weekly field observation, management of all specialty subconsultants, document control, and daily communication with the general contractor.
- He provided field observation and construction support for a pipeline construction project in Burlingame, including responsibility for project logs and tracking.
- For an upgrade to a municipal water treatment facility, Mr. Kimbrell developed preliminary engineering calculations for installing additional filters and a water recycle system, including preparation of detailed drawings. Mr. Kimbrell has prepared calculations dealing with the hydraulic grade line, net positive suction head of pumping systems, and sizing for on-site storage.
- Mr. Kimbrell prepared Plans and Specifications for two large soil remediation projects in the San Francisco Bay Area, including preparation of mitigation for dust control, storm water pollution prevention, decontamination, and traffic control and waste transportation. This project will enhance the city center by facilitating the redevelopment of a formerly-industrial area.
- Mr. Kimbrell provided litigation support for a municipality by analyzing municipal sanitary sewer records, wastewater treatment plant reports, and rainfall data. He reviewed Regional Water Quality Control Board files and compiled comparison data into graphical and tabular format to assist the municipality's litigation defense effort.
- Mr. Kimbrell has contributed to an ongoing effort to cleanup a former hazardous waste storage area using a dual-phase extraction system for treating soil vapor and groundwater. For an annual performance evaluation report, Mr. Kimbrell created chemical concentration graphs and analyzed the reduction in the extent of contamination.
- For the planning of a new residential development, Mr. Kimbrell researched energy and power consumption issues for several candidate wastewater treatment plant technologies, including working with a major manufacturer of membrane bioreactor equipment to develop a preliminary cost estimate for a 2 million gallons per day membrane bioreactor plant. Mr. Kimbrell preliminarily sized a facultative pond as an alternative wastewater treatment option.
- Mr. Kimbrell conducted a stormwater analysis for a golf course involving identifying tributary areas based on topographic maps, along with calculations for drainage and water feature storage capacity.
- He developed the conceptual design for a commercial parking lot and prepared options for client discussion.
- He prepared Plans and Specifications for the stripping and re-coating of key water storage tanks. He provided an Engineer's Estimate of probable project costs.

**Education**

University of Santa Clara, B.S. in Civil Engineering, 1970

**Registrations/Certifications**

Civil Engineer in California  
Forty-hour HAZWOPER Training Course

# Stephen A. Tarantino, P.E.

Vice President / Principal Civil Engineer

## Summary of Experience

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During over thirty years of professional experience, Mr. Tarantino has led the implementation of a wide range of projects. His work includes planning, design, cost estimation, and construction supervision for potable water, domestic wastewater, industrial wastewater, groundwater, and remediation projects including excavation and removal of contaminated soil, soil vapor extraction, and groundwater treatment systems. Mr. Tarantino has repeatedly demonstrated both the technical and management expertise needed to ensure that projects meet client needs and are performed on time and within budget. Mr. Tarantino currently serves as an Adjunct Professor teaching a course on Infrastructure Project Management at the University of Santa Clara.

## Representative Experience

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- Water Supply and Wastewater Treatment and Recycled Water Use for Two Major New Developments.** Mr. Tarantino is leading the EKI teams that are providing planning-level engineering for the construction of potable water supply and wastewater treatment and land disposal facilities for two planned major new developments in California. EKI focused on (1) evaluating alternative water supply options including the potential for developing local groundwater, purchasing water from a local water purveyor, and the purchase, transfer, and conveyance of other water supplies, and (2) development of groundwater treatment alternatives to remove total dissolved solids (“TDS”) from the potable water to allow meeting strict recycled water TDS standards for unrestricted use, including land application. One project incorporates recycled water supply for flushing residential toilets, industrial uses, and outdoor irrigation. EKI’s scope includes significant liaison with local and state water and wastewater agencies. EKI is preparing technical support documents for the California Environmental Quality Act (“CEQA”) review process. EKI will prepare supporting documents to obtain agency approval of the planned water and wastewater facilities. These documents will include technical reports such as the Report of Waste Discharge governing land application of biosolids and recycled water.
- Modesto-Ceres-Turlock Wastewater Regionalization Study.** Mr. Tarantino is managing a study to explore the feasibility of forming a regional wastewater system that provides sewer services, including recycled water distribution, to the San Joaquin Valley cities of Modesto, Ceres, and Turlock. He is leading a team of engineering, financial, and legal professionals that is identifying the pros and cons, issues, future opportunities, and recommended actions related to forming a regional wastewater system. This study includes evaluation of capital and operation and maintenance potential cost savings, the impact regionalizing the wastewater systems will have on rate payers and new users, and alternative forms of agency governance. The study includes a series of three stakeholder meetings between the three cities and key industrial groups to identify each stakeholder’s concerns present key findings.
- City of Lathrop’s WWTP Expansion.** Mr. Tarantino served as the City of Lathrop’s program manager for the City’s Five-Year Wastewater Capacity Project and for an NPDES permitting process to allow effluent discharge augmenting the flow of the San Joaquin River in lieu of land application. The project involves the planning, design, and construction of two wastewater recycling plants using membrane bioreactor technology, coupled with recycled water storage basins and spray fields for effluent application. Mr. Tarantino’s program management tasks include management and coordination of eight consulting engineering firms and fifteen developers on behalf of the City for the 5-Year Project. He is responsible for preparation and maintenance of detailed project schedules, technical review of engineering documents, interfacing with regulatory agencies and oversight of various strategic, managerial, and technical tasks for the City including overseeing of City and consultant staff in compliance actions.

Stephen A. Tarantino, P.E.

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- **Small Northern California Residential Development.** Mr. Tarantino is leading the project team in the planning, design, construction oversight, for this project at a small residential development. This residential development of 200 units, located in rural California, was issued a cleanup and abatement order by the Regional Water Quality Control Board mandating an alternative to the current dry well disposal of the brine from its existing reverse osmosis system. Mr. Tarantino directed the EKI team in evaluating alternative brine disposal techniques and alternative wastewater treatment and disposal technologies. Rather than continuing the use of on-site supply wells that necessitated reverse osmosis for TDS removal, the EKI team recommended constructing a 3-mile supply pipeline. Mr. Tarantino is currently assisting the development in negotiations with the water supply agency and the county planning and public health departments. The negotiations include meetings with the county supervisor to advocate pipeline construction.
- **City of Calistoga Water System Improvements.** The City of Calistoga has recently completed upgrading its water system utilizing funding from the United States Department of Agriculture Rural Development Program targeted to small communities. As project manager, Mr. Tarantino was the City's liaison with USDA, and was project manager for the design and construction oversight of the upgrade projects. In addition, Mr. Tarantino's responsibilities included managing the preparation of environmental documents and a water rate study required by the USDA, while evaluating the need to treat groundwater containing elevated levels of arsenic. The project included City water system upgrades including replacement of approximately 15,000 feet of distribution system pipelines, and improvements to the City's Kimball Water Treatment Plant chemical mixing system, clarifier, and the addition of a third filter bank.
- **Purissima Hills Water District Water Supply Master Plan.** Mr. Tarantino was project manager for completing a Water Supply Master Plan for the Purissima Hills Water District ("PHWD"). EKI evaluated water use trends within the District and projected its future potable water demand. EKI then met with representatives from agencies throughout the Bay Area to discuss the District's water supply augmentation options and provided PHWD with a road map to secure additional water supplies.
- **City of Tracy, California.** Mr. Tarantino has worked with the City of Tracy on water supply and treatment issues since 1978. Projects have included preparing the 2005 Urban Water Management Plan; coordinating design, cost estimating, and construction support for constructing 100,000 feet of 24-inch to 14-inch diameter pipelines to serve water to the southern area of the City; evaluating water supply alternatives, including obtaining capacity in Los Vaqueros Reservoir, purchasing local irrigation districts, conjunctive use of the groundwater basin, and contracting for more water from the State of California and the Bureau of Reclamation; and determining the safe yield of the groundwater basin.
- **City of Ceres Water and Sewer Rate Studies and Proposition 218 Compliance.** Mr. Tarantino managed water and sewer rate studies for the City of Ceres, including compliance with Proposition 218. This project included the coordination of City staff to prepare prioritized capital improvement program projects, as well as in planning for the necessary staffing requirements of the water utility, sewer utility, and finance department.
- **City of Los Banos Wastewater Treatment Plant Upgrade.** Mr. Tarantino served as program manager for the preparation of a strategic plan for the upgrade and expansion of the City of Los Banos' Waste Water Treatment Plant ("WWTP") and collection system. The City's wastewater treatment process currently uses facultative ponds. In order to accommodate future growth the RWQCB required that the City upgrade its treatment plant to meet "best practical treatment control" technology requirements. Mr. Tarantino lead the development of a strategic plan process to meet the requirements of the RWQCB that included not only the technical evaluation, but also a rate component. This approach allowed the engineers to develop alternative approaches while obtaining feedback on the rate impacts.
- **City of Merced Wastewater Treatment Plant Upgrades.** Mr. Tarantino was retained by the City of Merced to act as the City's program manager for the upgrade and expansion of the City's wastewater Treatment Plant. As project manager, Mr. Tarantino's responsibilities also included review of technical documents, and managing and providing liaison with regulatory agencies for the investigation and groundwater monitoring of the City's land application area that takes waste directly from a tomato processing facility.



## A. PROPOSED BUDGET

Appendix A includes our proposed budget including staffing assumptions presented in Table A-1. We have reviewed our field observation staffing assumptions with the apparent low bidder, Anderson Pacific Engineering Construction, Inc. to verify the amount of field time that was assumed in the bid. EKI has also included some contingency in our field observation staffing to account for changes in schedule due to unforeseen conditions.

Table A-2 includes the list of anticipated submittals for the Project. The list of submittals was generated to quantify the level of contract administration that is anticipated to be required. Overall, we believe that our proposed budget is based on appropriate staffing based on the Scope of Work presented in Section 2 of the Proposal and our review of the Project's Contract Documents.

Included on the last page of this appendix is EKI's proposed Rate Schedule for the Project. The rates proposed for the Project will not be raised at any time for this Project.

**TABLE A-1**  
**ESTIMATED BUDGET FOR CONSTRUCTION MANAGEMENT SERVICES**  
**Denniston Creek Water Treatment Plant Improvements Project**  
 Coastside County Water District, Half Moon Bay, California

TASKS	ESTIMATED LABOR (Hours)			TOTAL LABOR COST (\$)	EXPENSES AND ADMINISTRATION				ESTIMATED COST	
	Joshua R. Kimbrell, P.E.	Jeffrey J. Tarantino, P.E.	Stephen A. Tarantino, P.E.		UNIT	QNTY	UNIT COST (\$)	10% MARKUP (\$)	TOTAL COST PER ITEM (\$)	SUB TOTALS (\$)
	115	170	219							
<b>Task 1 – Preconstruction Meeting</b>										
Prepare for Preconstruction Meeting	2.0	1.0	0.5	\$510	ls	1	\$100	\$10	\$620	
Attend Preconstruction Meeting	4.0	4.0	4.0	\$2,016					\$2,016	
Develop and distribute Meeting Minutes	2.0	1.0	0.5	\$510					\$510	
Communications Fee					-	3%	\$3,035		\$91	
Subtotal Labor Hours - Task 1	8.0	6.0	5.0	<b>\$3,035</b>			Estimated Cost - Task 1		<b>\$3,200</b>	
<b>Task 2 – Construction Management (Office Support)</b>										
Track Submittals (Assume 190 submittals per Contract documents: See Table A-2 for detailed listing)										
Assume JRK, 0.5 hours per submittal for 80 submittals plus 30% resubmittal; remaining effort included in Field Observation	52.0			\$5,980					\$5,980	
QA/QC Allowance		20.0	8.0	\$5,152					\$5,152	
Prepare Field Memos and Clarifications (Assume 10 memos)										
Time for JRK to prepare memos included in Field Observation										
QA/QC Allowance		20.0	4.0	\$4,276					\$4,276	
Track Requests for Information (Assume 40 RFIs)										
Assume JRK, 1 hours for 10 RFIs prior to field work; remaining effort included in Field Observation	10.0			\$1,150					\$1,150	
QA/QC Allowance		20.0		\$3,400					\$3,400	
Review Monthly Progress Payment Requests (Assume 12 payments)										
Time for JRK to review payment requests included in Field Observation										
QA/QC Allowance		8.0		\$1,360					\$1,360	
Review Construction Schedule (Monthly Updates for 480 calendar day (18 months) duration)										
Assume JRK, 1 hour per month for first 3 months; remaining effort included in Field Observation	3.0			\$345					\$345	
QA/QC Allowance		8.0		\$1,360					\$1,360	
Review Change Order Requests (Assume 5 change orders)										
Time for JRK to prepare change orders included in Field Observation										
Assume JJT, 8 hours per change order		40.0		\$6,800					\$6,800	
QA/QC Allowance			8.0	\$1,752					\$1,752	
Resolve Conflicts (Assumed Allowance)		24.0		\$4,080					\$4,080	
Conduct Final Inspection (Allowance)		8.0	2.0	\$1,798					\$1,798	
Communications Fee					-	3%	\$37,453		\$1,124	
Subtotal Labor Hours - Task 2	65.0	148.0	22.0	<b>\$37,453</b>			Estimated Cost - Task 2		<b>\$38,600</b>	
<b>Task 3 – Construction Management (Field Observation and Meetings)</b>										
Task 2.1 - Field Personnel (Assume 52 weeks active construction)										
Assume JRK full time for 52 weeks	2080.0			\$239,200	day	260	\$54.00	\$1,404	\$254,644	
Assume JJT one site visit every week, 4 hours per visit		208.0		\$35,360	mi	2080	\$0.55		\$36,504	
Task 2.2 - Attend Progress Meetings (Weekly meetings during 52 weeks of active construction)										
No additional time for either JRK or JJT because meeting will coincide with site visits										
QA/QC Allowance for Agenda and Minutes		40.0		\$6,800					\$6,800	
Communications Fee					-	3%	\$281,360		\$8,441	
Subtotal Labor Hours - Task 3	2080.0	248.0		<b>\$281,360</b>			Estimated Cost - Task 3		<b>\$306,400</b>	
<b>Task 4 - Startup Testing and Operations Assistance</b>										
Prepare for Startup	4.0	4.0	2.0	\$1,578					\$1,578	
Assist with Startup (Allowance)	20.0	20.0		\$5,700					\$5,700	
Prepare letter documenting startup activities	4.0	4.0	2.0	\$1,578	ls	1	\$200	\$20	\$1,798	
Communications Fee					-	3%	\$8,856		\$266	
Subtotal Labor Hours - Task 4	28.0	28.0	4.0	<b>\$8,856</b>			Estimated Cost - Task 4		<b>\$9,300</b>	
<b>Task 5 – Material Testing and Special Inspection</b>										
Material Testing					ls	1	\$15,000	\$1,500	\$16,500	
Coating Inspection					ls	1	\$15,000	\$1,500	\$16,500	
Specialty Electrical Observation					ls	1	\$5,000	\$500	\$5,500	
Communications Fee					-	3%				
Subtotal Labor Hours - Task 5							Estimated Cost - Task 5		<b>\$38,500</b>	
<b>Total Labor Hours</b>	<b>2181.0</b>	<b>430.0</b>	<b>31.0</b>	<b>\$330,704</b>			<b>Total Estimated Cost</b>		<b>\$396,000</b>	

**TABLE A-2**  
**LIST OF ANTICIPATED SUBMITTALS (a)**  
**Denniston Creek Water Treatment Plant Improvements Project**  
 Coastside County Water District, Half Moon Bay, California

Submittal No.	Spec Section	Brief Description
1	01010	Existing conditions documentation (72 color digital photos)
2	01010	Schedule of Values
3	01140	Environmental Protection Plan
4	01190	Clarifier Thickener Equipment seismic design shop drawing
5	01190	CCWW Supply Tank seismic design shop drawing
6	01190	Pressure Vessel Contact Clarifier seismic design shop drawing
7	01190	Chemical Storage Tanks seismic design shop drawing
8	01190	Vertical Turbine Pumps anchorage calculations
9	01190	Vertical Turbine Pumps anchorage calculations
10	01190	Vertical Turbine Pumps anchorage calculations
N/A	01190	Documentation equipment designed for internal seismic forces assumed to be included with equipment submittals
11	01300	Contractor's Construction Schedule
12	02065	Controlled Low Strength Material (e.g. flowable fill)
13	02080	Precast Manholes
14	02085	Precast Utility Vaults
15	02301	Sheeting and Shoring Plan
16	02301	Potholing Report
17	02301	Aggregate Base
18	02301	Pipe Bedding Materials
19	02301	Imported Backfill
20	02301	Site/Native Backfill
21	02301	Detection Tape
22	02301	Course Sand
23	02301	Crushed Rock
24	02370	Hydroseed
25	02598	HDPE liner product submittal including sample and warranty information
26	02598	HDPE liner installation affidavit
27	02598	HDPE liner maintenance information
28	02820	Chain link fence
29	03200	Reinforcing steel product data and shop drawings
30	03300	Concrete product data/mix designs
31	03300	Concrete shop drawings
32	03350	Concrete finish quals and field samples
33	05090	Adhesive anchor
34	05090	Insulation between dissimilar metals
35	05100	Hanger/pipe/equipment supports product data
36	05100	Stainless steel and aluminum product data
37	05100	Non-shrink grout product data
38	05100	Certified mill tests product data
39	05100	Electrode manufacturer data and product data
N/A	05100	Insulation between dissimilar metals product data (assumed submitted with 05090 and no separate submittal required)
40	05100	SMAW/FCAW/GMAW composite filler product data
41	05100	Structural Metal Framing shop drawings
42	05100	Welder's Certification
43	05100	Welding procedures
44	05100	Welding Procedure Qualification Record
45	05500	Misc. Metals: standard structural steel shapes/bars/plates
46	05500	Misc. Metals: Architectural steel items
47	05500	Misc. Metals: steel tubing
48	05500	Misc. Metals: stell ppe
49	05500	Misc. Metals: aluminum
50	05500	Misc. Metals: bolts and nuts
51	05500	Misc. Metals: plain washers
52	05500	Misc. Metals: Beveled washers
53	05500	Misc. Metals: Concrete anchorage (less than 400lb loads)
54	05500	Misc. Metals: drive anchors (less than 200 lb loads)
55	05500	Misc. Metals: safety stair nosings
56	05500	Misc. Metals: shop drawings
57	05732	Aluminum Railing System: Product and Shop Drawings
58	06600	Fiberglass grating product data
59	06600	Fiberglass grating shop drawings
60	06600	Fiberglass grating structural calculations
61	08330	Overhead Coiling doors product and shop drawings
62	09672	Containment coatings product data and contractor qualifications including 2-year guarantee
63	09960	Protective coatings product data
64	10400	Identifying devices product data and shop drawings
N/A	11001	General equipment and mechanical requirements submittals included with individual equipment submittals
N/A	11002	Electric motor product and shop drawing data



**TABLE A-2**  
**LIST OF ANTICIPATED SUBMITTALS (a)**  
**Denniston Creek Water Treatment Plant Improvements Project**  
 Coastside County Water District, Half Moon Bay, California

Submittal No.	Spec Section	Brief Description
65	11003	Disinfection test plan
66	11003	VOC test report
67	11211	Centrifugal water pumps product data and shop drawings
68	11211	Centrifugal water pumps seismic calculations
69	11211	Centrifugal water pumps operation and maintenance manuals
70	11211	Centrifugal water pumps installation affidavit
71	11215	Vertical turbing water pumps product data and shop drawings
72	11215	Vertical turbine water pumps seismic calculations
73	11215	Vertical turbine water pumps operation and maintenance manuals
74	11215	Vertical water pumps installation affidavit
75	11219	Regenerative turbine pumps product data and shop drawings
76	11219	Regenerative turbine pumps operation and maintenance manuals
77	11219	Regenerative turbine pumps installation affidavit
78	11240	Chemical Feed Equipment: diaphragm pump product data and shop drawing
79	11240	Chemical Feed Equipment: diaphragm pump operation and maintenance manual
80	11240	Chemical Feed Equipment: diaphragm pump installation affidavit
81	11240	Chemical Feed Equipment: Misc. system accessories product data
82	11240	Chemical Feed Equipment: polymer blending unit product data and shop drawing
83	11240	Chemical Feed Equipment: polymer blending unit operation and maintenance manual
84	11240	Chemical Feed Equipment: polymer blending unit installation affidavit
85	11263	Onsite sodium hypo generator product data/shop drawings/seismic
86	11263	Onsite sodium hypo generator operation and maintenance manual
87	11263	Onsite sodium hypo generator installation affidavit
88	11304	Sump pump product data/shop drawings/seismic
89	11304	Sump pump operation and maintenance manual
90	11304	Sump pump installation affidavit
91	11305	Sample pump product data/shop drawings/seismic
92	11305	Sample pump operation and maintenance manual
93	11305	Sample pump installation affidavit
94	11362	Clarifier Thickner Equipment product data/shop drawings/seismic
95	11362	Clarifier Thickner Equipment operation and maintenance manual
96	11362	Clarifier Thickner Equipment installation affidavit
97	11362	Clarifier Thickner Equipment field test reports
98	13115	Cathodic Protection System product data and shop drawings
99	13115	Cathodic Protection System field test reports
100	13212	Bolted Steel Tank product data/shop drawings/seismic
101	13212	Bolted Steel Tank operation and maintenance manual
102	13212	Bolted Steel Tank installation affidavit
103	13235	Pressure Vessel Contact Clarifiers product data/shop drawings/seismic
104	13235	Pressure Vessel Contact Clarifiers operation and maintenance manual
105	13235	Pressure Vessel Contact Clarifiers installation affidavit
106	13235	Pressure Vessel Contact Clarifiers shop test reports
107	13417	Chemical Storage Tanks product data/shop drawings/seismic
108	13417	Chemical Storage Tanks operation and maintenance manual
109	13417	Chemical Storage Tanks installation affidavit
110	15050	Copper pipe product data sheet
111	15050	Ductile Iron pipe product data sheet
112	15050	Polyethylene tube product data sheet
113	15050	Schedule 80 PVC product data sheet
114	15050	SDR 26 PVC product data sheet
115	15050	Drain pipe PVC product data sheet
116	15050	Stainless Steel Pipe product data sheet
117	15050	Welded Steel Pipe product data sheet
118	15050	Welded Steel Pipe procedures and welding certification
119	15050	Pipe couplings (all) product data sheet
120	15050	Sewer connection devices (all) product data sheets
121	15050	Gate valves product data sheets
122	15050	Ball valves product data sheets
123	15050	Swing check valves product data sheet
124	15050	Twin element check valves product data sheet
125	15050	Globe style silent check valves product data sheets
126	15050	Globe style pilot controlled valves product data sheets
127	15050	Rotameters product data sheets
128	15050	Butterfly valves product data sheets

**TABLE A-2**  
**LIST OF ANTICIPATED SUBMITTALS (a)**  
**Denniston Creek Water Treatment Plant Improvements Project**  
 Coastside County Water District, Half Moon Bay, California

Submittal No.	Spec Section	Brief Description
129	15050	Air Release valves product data sheets
130	15050	Air and Vacuum valves product data sheets
131	15050	Plug valves product data sheets
132	15050	Check valves (sludge/wastewater) product data sheets
133	15050	Ball check valves product data sheets
134	15050	Duckbill check valves product data sheets
135	15050	Pressure gauges product data sheets
136	15050	Ball valves (chemical) product data sheets
137	15050	Check valves double union (chemical) product data sheets
138	15050	Diaphragm valves product data sheets
139	15050	Strainers product data sheets
140	15050	Hose bibbs product data sheets
141	15050	Link-type seals product data sheets
142	15050	Backflow preventor product data sheets
143	15050	Pipe service saddles product data sheets
144	15050	Wharf hydrant and accessories product data sheets
145	15050	Flexible hose product data sheets
146	15050	Chemical fill station quick-disconnect assembly product data sheet
147	15050	Chemical sample/flushing connection data sheets
148	15050	Valve boxes and utility boxes product data sheets
149	15050	Valve tags product data sheets
150	15050	Pipe support product data sheets/seismic/loading calculations
151	15400	Emergency eyewash/shower combo unit product data sheets
152	15800	Split System Heat Pump System product data/shop drawings/seismic
153	15800	Split System Heat Pump Systems operation and maintenance manual
154	15800	Split System Heat Pump System installation affidavit
155	15800	Radiant Unit Heaters product data/shop drawings/seismic
156	15800	Radiant Unit Heaters operation and maintenance manual
157	15800	Radiant Unit Heaters installation affidavit
N/A	16010	General Electrical Requirements submittals included in other sections
158	16110	Conduit, Raceway, and Fittings product data sheets
159	16120	Low Voltage Wire and Cable product data sheets
160	16124	Signal Cable product data sheets
161	16130	Boxes product data sheets
162	16140	Wiring devices product data sheets
163	16160	Panel boards product data sheets
164	16180	Protective devices and switches product data sheets
165	16500	Lighting product data sheets
166	16500	Lighting mounting shop drawings
167	16500	Lighting seismic anchorage calculations
168	16920	Motor Control Center product data/shop drawings/seismic
169	16920	Motor Control Center operation and maintenance manual
170	16920	Motor Control Center installation affidavit
171	16924	Adjustable Frequency Drive product data/shop drawings/seismic
172	16924	Adjustable Frequency Drive operation and maintenance manual
173	16924	Adjustable Frequency Drive installation affidavit
174	16955	Control devices product data sheets
175	17010	I&C Shop Drawings
176	17010	I&C operation and maintenance manuals
177	17110	Turbidimeter product data sheet
178	17110	Streaming current analyzer product data sheet
179	17110	pH probe/analyzer product data sheet
180	17110	Residual chlorine analyzer product data sheet
181	17120	Magnetic flow meter product data sheet
182	17120	Flow tubes product data sheet
183	17140	Level switch (float type) product data sheet
184	17140	Level transmitter (ultrasonic) product data sheet
185	17140	Level switch (conductance probe) product data sheet.
186	17150	Pressure transmitter product data sheet
187	17150	Differential pressure transmitter product data sheet
188	17330	PLC shop drawing including software and operator interface
189	17510	Panel product data/shop drawings/seismic
190	General Project	Contractor As-Built

**Notes**

- (a) List of submittals presented above based on Erler & Kalinowski, Inc.'s review of the Contract Documents and Specifications for the Denniston Creek WTP Improvements Project dated March 2011 prepared by Kennedy/Jenks Consultant. The list above may not be complete and it is the responsibility of the general contractor to provide all required submittals.



**Client/Address: Coastside County Water District**  
 Attn: David Dickson, General Manager  
 766 Main Street  
 Half Moon Bay, California 94019

**Proposal/Agreement : B1-015 Denniston Creek WTP Improvement Project**

## **SCHEDULE OF CHARGES**

**25 May 2011**

### **Personnel Compensation**

<b>Employee</b>	<b>Hourly Rate</b>
Stephen A. Tarantino, P.E.	219
Jeffrey J. Tarantino, P.E.	170
Joshua R. Kimbrell, P.E. (1)	115
CADD Operator	90
Technician/Administrative Assistant	80
Typist/Secretary	65

- (1) If needed due to vacation, illness, or other emergency, substitute personnel for Joshua R. Kimbrell will be billed at the hourly rate presented above.

### **Direct Expenses**

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

Communication charges for local and long distance telephone, facsimile transmittal, standard delivery U.S. postage, and routine in-house copying will be charged at a rate of 3% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus ten percent (10%).

CADD and Modeling Computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

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



## **B. PROPOSED PROFESSIONAL SERVICES AGREEMENT**

EKI has reviewed CCWD's Professional Services Agreement that was included with the RFP. We request that, if selected for this Project, we execute an agreement similar to the attached agreement for Construction Management Services for the Nunes Water Treatment Plant Short Term Improvements Project. We are available to discuss in further detail if requested by CCWD.

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors  
via David Dickson, General Manager

**From:** Joe Guistino

**Agenda:** June 14, 2011

Report

Date: June 9, 2011

**Subject:** Award of Contract to Provide Power to Blending Station Site

---

### **Recommendation:**

Authorize staff to award Dal Porto Electric a contract for \$28,147 to bring power to the Stone Dam/Crystal Springs blending station site.

### **Background:**

Under normal operations, the District will take water from Pilarcitos Reservoir through Stone Dam until the system demand reaches the Pilarcitos pipeline capacity of 1600 gallons per minute (gpm). At that point, we must switch to our Crystal Springs source, which must be pumped over Cahill Ridge at a cost averaging about \$35,000 per month. The District has been planning installation of a blending station to allow optimal use of the Pilarcitos source by blending it with the Crystal Springs source when demands are in excess of 1600 gpm. We have the final plan, designed and stamped by Kennedy/Jenks Engineers, and the special globe valve itself, purchased in 2010 per board authorization at the April 2010 board meeting. In order to operate the valve and controls, we need to extend electric service to the site.

We have solicited bids from three electrical contractors to run the power from the present electric terminus in Pilarcitos Canyon to the blending station site, a distance of about 2800 feet. The bids were as follows:

Dal Porto Electric -	\$28,147
Calcon Systems -	\$31,991
Gardini Electric Co. -	\$33,359

District Staff will trench and install conduit and pull boxes prior to the work by the contractor.

### **Fiscal Impact:**

We have allocated \$150,000 to this project in our Capital Improvement Program. We have spent approximately \$35,000 to date.

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** June 14, 2011

Report Date: June 3, 2011

**Subject:** Adopt Resolution Calling for and Giving Notice of a Regular District Election

---

### **Recommendation:**

Adopt Resolution 2011-\_\_ Calling for and Giving Notice of a Regular District Election to be held on Tuesday, November 8, 2011 and Requesting the County Elections Department Conduct the Election.

### **Background:**

The regular District election will be held on November 8, 2011. Three offices (4-year terms) are up for election: President Feldman and Directors Coverdell and Larimer. Under state law, the District must submit a formal request the County Elections Department to perform all of the services required to conduct the District election. Having those services consolidated with other county or statewide elections that may be held on November 8, 2011 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 candidate's 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.

Candidate filing for the election will be open July 18, 2011 and close on August 12, 2011. All candidates running for office must file a Form 700 Statement of Economic Interest by August 12, 2011.

### **Fiscal Impact:**

Election expense of \$25,000.00, included in the Fiscal Year 2011-2012 budget.

RESOLUTION NO. 2011-\_\_

**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 8, 2011 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 8, 2011.

**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 8, 2011, 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 the Board of Directors 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 Board of Directors requests that the San Mateo County Elections Department conduct the election for the following offices up for election all of which are "at-large" offices:

<b>SEATS OPEN</b>	<b>OFFICE</b>	<b>TERM</b>
Robert Feldman	Director	4 Year
Ken Coverdell	Director	4 Year
Jim Larimer	Director	4 Year

**BE IT FURTHER RESOLVED** that the Board of Directors adopts the following policies effective for the November 8, 2011 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. Pursuant to Government Code Section 87302.3, all candidates running for office must file a Form 700 Statement of Economic Interest with the County Elections Department no later than the deadline for filing a Declaration of Candidacy, unless the candidate has filed a Form 700 Statement within sixty (60) days from filing a Declaration of Candidacy.

**BE IT FURTHER RESOLVED AND ORDERED** that the Secretary of the Board of Directors shall transmit to the County, a copy of this Resolution, along with a map showing the District's boundaries effective for the election on or before July 6, 2011.

**PASSED AND ADOPTED** by the Board of Directors of the Coastside County Water District this 14<sup>th</sup> day of June, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Robert C. Feldman, President  
Board of Directors

**ATTEST:**

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David R. Dickson, Secretary of the Board



**STAFF REPORT**

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

**From: David Dickson, General Manager**

**Agenda: June 14, 2011**

Date: June 7, 2011

Subject: Approve Resolution Formalizing Policy for Paying and Reporting the Value of Employer Paid Member Contributions to the California Public Employees' Retirement System (CalPERS)

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**Recommendation:**

Approve attached Resolution Formalizing Policy for Paying and Reporting the Value of Employer Paid Member Contributions to the California Public Employees' Retirement System (CalPERS)

**Background:**

In addition to paying the employer contribution to PERS for each employee, the District, according to established policy, pays a portion of the employee contribution on behalf of the employee (Employer Paid Member Contribution, "EPMC"). Under the current policy, employees pay 1% of salary as their Member Contribution and the District pays the remainder as EPMC. The EPMC for Group 2 employees (PERS [2.5%@55](#) plan) is currently 7%, and the EPMC for Group 1 (PERS [2.0%@60](#)) employees is 6%.

Approval of the attached resolution will reduce the EPMC by 1% for all employees and increase the employee contribution from 1% to 2% of salary.

**Fiscal Impact**

Reduces District PERS costs by 1% of total salaries. Savings of about \$16,000 in Fiscal Year 2011-2012 will increase in future years.

**RESOLUTION NO. 2011 - \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT FORMALIZING POLICY FOR PAYING AND REPORTING THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTIONS TO THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

WHEREAS, the Board of Directors of the Coastsides County Water District has the authority to implement Government Code Section 20636(c)(4) pursuant to Section 20691; and

WHEREAS, the Board of Directors of the Coastsides County Water District has a written labor policy or agreement which specifically provides for a portion of the normal member contributions to be paid by the employer, and reported as additional compensation; and

WHEREAS, one of the steps in the procedure to implement Section 20691 is the adoption by the Board of Directors of the Coastsides County Water District of a Resolution to commence paying and reporting the value of said Employer Paid Member Contributions (EPMC);

WHEREAS, the Board of Directors of the Coastsides County Water District has identified the following conditions for the purpose of its election to pay EPMC:

- This Resolution shall rescind Resolution 2007-13 and Resolution 2010-12
- This benefit shall apply to all miscellaneous employees.
- For Group 1 (2% @ 60 - 70101 Misc w/SS Mod) this benefit shall consist of paying 5% of the normal contributions as EPMC, and reporting the same percent (value) of compensation earnable {excluding Government Code Section 20636(c)(4)} as additional compensation.
- For Group 2 (2.5% @ 55 - 70002 Misc w/SS Mod) this benefit shall consist of paying 6% of the normal contributions as EPMC, and reporting the same percent (value) of compensation earnable {excluding Government Code Section 20636(c)(4)} as additional compensation.
- This resolution shall be effective July 1, 2011.

NOW, THEREFORE, it is resolved that the Board of Directors of the Coastsides County Water District elects to pay and report the value of EPMC as set forth above.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2011, by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

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Robert Feldman, President  
Board of Directors  
Coastsides County Water District

ATTEST:

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Secretary of the Board of Directors  
Coastsides County Water District

## STAFF REPORT

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

**From:** David Dickson, General Manager

**Agenda:** June 14, 2011

Report

Date: June 9, 2011

**Subject:** Resolution Amending the Coastside County Water District Personnel Manual

---

### **Recommendation:**

Adopt the attached Resolution No. 2011-\_\_ Amending the Coastside County Water District Personnel Manual.

### **Background:**

In accordance with direction received from the Board, the attached resolution makes the following revisions to the District's Personnel Manual:

1. Revises Section 4.11 to remove the limitation on District health benefit payments for employees hired after November 14, 2006. The change does not affect medical benefits for retirees.

**Section 4.11 Health Benefits – Regular Employees And Retirees Hired After November 14, 2006.** Notwithstanding Sections 4.05 through 4.07 and Section 5.01, for ~~Regular Employees or~~ retirees who were hired ~~on or~~ after November 15, 2006, the District's payment for medical, ~~dental, vision care and life/AD&D~~ insurance shall not exceed fifty percent of premiums for insurance coverage under the District's group medical, ~~dental, vision care plans and life/AD&D~~ insurance.

2. Modifies the language of Section 5.01 for consistency with changes to PERS benefit groups and Employer Paid Member Contributions.

**Section 5.01 Retirement.** The District participates in the Federal Social Security System. The District is also enrolled in the Public Employees Retirement System. The District pays a percentage of each eligible employee's gross monthly compensation to PERS ~~as specified by PERS on a monthly basis (employer contribution)~~ and the District also ~~pays a portion of the PERS employee contribution remits payment to PERS, on behalf of the employee, of seven (7) percent of his or her gross monthly compensation.~~ Specific details of the program can be obtained from the District Office Manager.

Upon PERS-qualified retirement or PERS disability retirement and thereafter, the District will pay Health, Vision and Dental insurance premiums for the group policy then in effect for the District employees (if any) for each individual retiree, provided the retired employee had 15 years consecutive employment with the District and his or her age at retirement was at least 55 or the employee has received a PERS disability retirement. After age 65, the District will pay the retired employee's ACWA/Blue Cross

**STAFF REPORT**

**Agenda:** June 14, 2011

**Subject:** Resolution Amending Personnel Manual

**Page Two**

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or Kaiser Premiums as a supplement to the retired employee's Medicare coverage provided, however, that the District's payment of Vision care premiums is only available to employees who retire after April 19, 2001. As with all benefits, the District may eliminate or change benefits, insurance carriers or other plan provisions at any time.

**Fiscal Impact:**

Cost of approximately \$13,000 per year for medical benefits change. Savings of 1% of salaries (about \$16,000 in Fiscal Year 2011-2012, more in future years) for PERS employee share change.

**RESOLUTION NO 2011 - \_\_\_\_**  
**A RESOLUTION OF THE COASTSIDE COUNTY WATER DISTRICT**  
**AMENDING THE COASTSIDE COUNTY WATER DISTRICT'S**  
**PERSONNEL MANUAL**

**WHEREAS**, the Board of Directors of the Coastsides County Water District first adopted a Personnel Manual establishing written guidelines for employee policies in 1969 and has revised and updated such policies from time to time thereafter, most recently by Resolution 2006-25 approved on December 12, 2006; and

**WHEREAS**, the Board of Directors wishes to amend the Personnel Manual as specified herein.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Coastsides County Water District that:

1. Section 4.11 of the Personnel Manual is hereby amended to read as follows:

**"Section 4.11 Health Benefits -Retirees Hired After November 14, 2006.** Notwithstanding Sections 4.05 through 4.07 and Section 5.01, for Retirees who were hired after November 14, 2006, the District's payment for medical insurance shall not exceed fifty percent of premiums for insurance coverage under the District's group medical insurance."

2. Section 5.01 of the Personnel Manual is hereby amended to read as follows:

**"Section 5.01 Retirement.** The District participates in the Federal Social Security System. The District is also enrolled in the Public Employees Retirement System. The District pays a percentage of each eligible employee's gross monthly compensation to PERS (employer contribution) and the District also pays a portion of the PERS employee contribution. Specific details of the program can be obtained from the District Office Manager.

Upon PERS-qualified retirement or PERS disability retirement and thereafter, the District will pay Health, Vision and Dental insurance premiums for the group policy then in effect for the District employees (if any) for each individual retiree, provided the retired employee had 15 years consecutive employment with the District and his or her age at retirement was at least 55 or the employee has received a PERS disability retirement. After age 65, the District will pay the retired employee's

ACWA/Blue Cross or Kaiser Premiums as a supplement to the retired employee's Medicare coverage provided, however, that the District's payment of Vision care premiums is only available to employees who retire after April 19, 2001. As with all benefits, the District may eliminate or change benefits, insurance carriers or other plan provisions at any time."

**BE IT RESOLVED FURTHER** that the General Manager is directed to incorporate the foregoing amendments into the Personnel Manual and distribute an updated copy to each District employee.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of June, 2011, by the following votes of the Board of Directors:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Robert C. Feldman  
President, Board of Directors

ATTEST:

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David R. Dickson, Secretary of the Board

## ***STAFF REPORT***

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

**From:** David Dickson, General Manager

**Agenda:** June 14, 2011

Report

Date: June 9, 2011

**Subject:** District Financing Plan Update

---

### **Recommendation:**

No Board action required at this time.

### **Background:**

The District Financing Plan model, originally presented in Bartle Wells' August 2009 District Financing Plan report and updated during the FY11 budget process, projects the rate increases and borrowing necessary to fund the District's operations and Capital Improvement Program. A draft model update presented to the Board at the May 10, 2011 Board Meeting supported the need for a 15% rate increase.

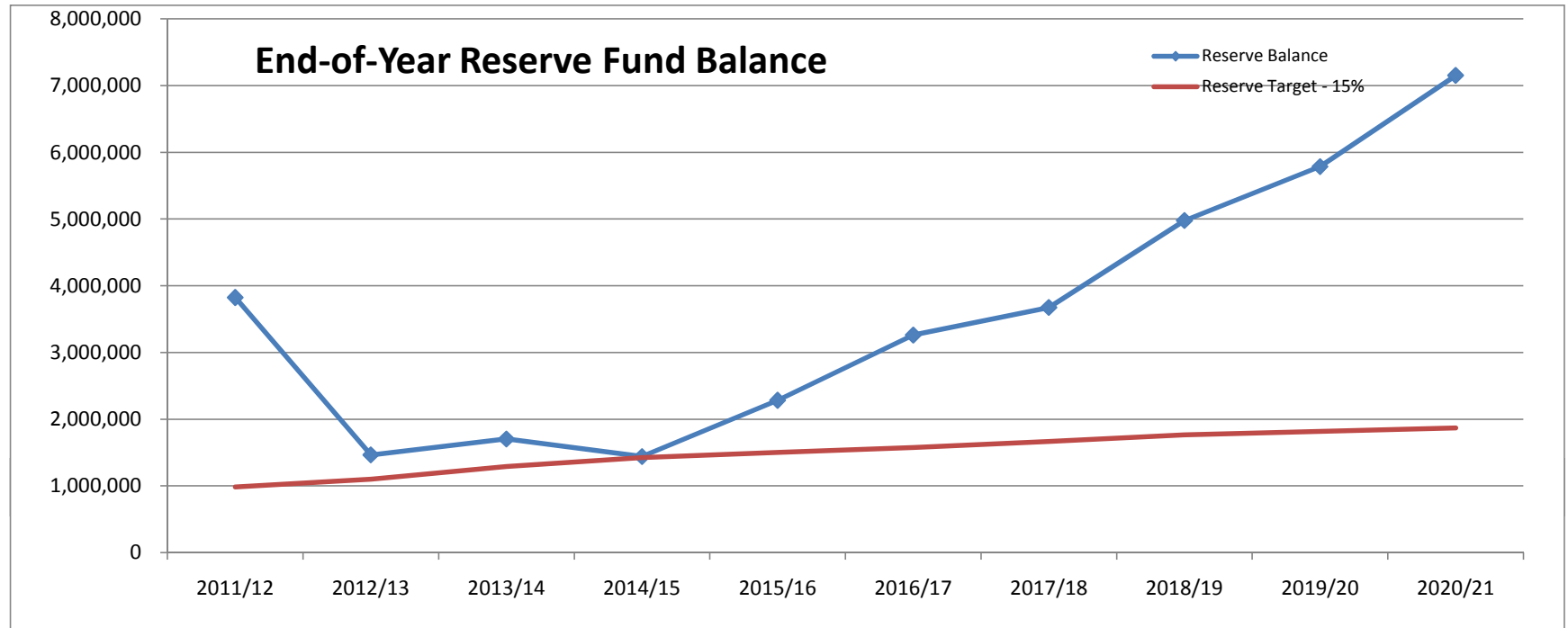
The attached sheets from the model incorporate revisions discussed at the May 10 meeting and the budget workshop held on June 7, 2011:

- I-Bank borrowing in FY12 increased to \$6.7 million from \$6.5 million.
- FY13 contribution of \$500,000 to Rate Stabilization Reserve decreased to \$250,000 and moved up to Fiscal Year FY12.
- FY16 contribution of \$500,000 to Rate Stabilization Reserve eliminated.

Based on the revised assumptions, the model indicates that a rate increase of 12% in FY12, followed by rate increases of 12%, 12%, and 9% in FY13-FY15, would provide sufficient funding for the District's operating and capital expenses and maintain the required debt service coverage.

## CCWD Rate Increases Needed to Meet Revenue Requirements - FY12 Budget

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
% Rate Increase	12	12	12	9	3	3	3	3	3	3
Cumulative Increase	1.12	1.25	1.40	1.53	1.58	1.62	1.67	1.72	1.78	1.83
Loan 1	6700000									
Loan 2			3000000							
Loan 3										







**Table 3**  
**Coastside County Water District - Financing Plan**  
**Operating Expenses**

<b>Table 3. Projected Future Operating Expenses</b>											
	<b>Budget</b>	<b>Inflation</b>	<b>Estimated</b>								
	<b>2011/12</b>	<b>Factor</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
<b>Operating Expenses</b>											
Water Purchased (1)	\$2,059,555	varies	\$1,951,972	\$2,053,175	\$2,140,074	\$2,373,496	\$2,557,052	\$2,747,560	\$2,741,010	\$2,786,865	\$2,924,566
Electricity	188,536	5%	198,000	218,000	232,000	249,000	267,000	288,000	310,000	326,000	342,000
Denniston WTP Maint./Oper.	8,000	5%	80,000	84,000	125,000	185,000	194,000	204,000	214,000	225,000	236,000
Nunes WTP Maint./Oper.	108,908	5%	114,000	125,000	133,000	143,000	153,000	165,000	178,000	187,000	196,000
CSP WTP Maint./Oper.	47,000	5%	49,000	54,000	58,000	62,000	66,000	71,000	77,000	81,000	85,000
Salaries & Payroll Taxes	1,717,888	5%	1,804,000	1,894,000	1,989,000	2,088,000	2,192,000	2,302,000	2,417,000	2,538,000	2,665,000
Insurance	563,607	5%	592,000	622,000	653,000	686,000	720,000	756,000	794,000	834,000	876,000
Employee Retirement	462,627	5%	486,000	510,000	536,000	563,000	591,000	621,000	652,000	685,000	719,000
Other Expenses	<u>887,625</u>	5%	<u>932,000</u>	<u>979,000</u>	<u>1,028,000</u>	<u>1,079,000</u>	<u>1,133,000</u>	<u>1,190,000</u>	<u>1,250,000</u>	<u>1,313,000</u>	<u>1,379,000</u>
Total Operating Expenses	6,043,746		6,206,972	6,539,175	6,894,074	7,428,496	7,873,052	8,344,560	8,633,010	8,975,865	9,422,566
Increase from prior fiscal year			163,226	332,203	354,898	534,422	444,556	471,508	288,449	342,856	446,701
Percent increase from prior fiscal year			2.7%	5.4%	5.4%	7.8%	6.0%	6.0%	3.5%	4.0%	5.0%

## Water Production and Purchase Costs

	Projected Future Water Production and Purchases										
	Projected 2010/11	Budget 2011/12	Estimated								
			2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Total CCWD Water Demand	669	669	700	710	725	740	760	780	780	780	800
Year-year change		0.0%	4.7%	1.4%	2.1%	2.1%	2.7%	2.6%	0.0%	0.0%	2.6%
CCWD Pilarcitos Wells	48	52	50	50	50	50	50	50	50	50	50
Denniston Wells	12	0	20	20	40	40	40	40	40	40	40
Denniston Surface Water	60	0	100	150	200	200	200	200	200	200	200
Total Denniston	72	0	120	170	240	240	240	240	240	240	240
Denniston year-year change		-100.0%	0.0%	41.7%	41.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total CCWD Sources	120	52.36	170	220	290	290	290	290	290	290	290
Total SFPUC (max 794 MG)	593	617	530	490	435	450	470	490	490	490	510
SFPUC year-year change		4.0%	-14.0%	-7.5%	-11.2%	3.4%	4.4%	4.3%	0.0%	0.0%	4.1%
SFPUC Water Cost											
Base Charge	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384
Consumption Charge	\$1,506,283	\$1,978,171	\$1,870,588	\$1,971,791	\$2,058,690	\$2,292,112	\$2,475,668	\$2,666,176	\$2,659,626	\$2,705,481	\$2,843,182
Surcharge for use over ISA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total SFPUC Water Purchase	\$1,587,667	\$2,059,555	\$1,951,972	\$2,053,175	\$2,140,074	\$2,373,496	\$2,557,052	\$2,747,560	\$2,741,010	\$2,786,865	\$2,924,566
% SFPUC Water	89%	92%	76%	69%	60%	61%	62%	63%	63%	63%	64%
SFPUC Rate Increase	15.2%	41.2%	8.5%	7.1%	6.6%	14.0%	6.6%	6.6%	0.0%	1.7%	1.2%
SFPUC Unit Charge (\$/hcf)	\$1.90	\$2.63	\$2.88	\$3.26	\$3.81	\$4.11	\$4.25	\$4.40	\$4.40	\$4.48	\$4.53
Untreated Water Discount		0.23	0.24	0.25	0.27	0.30	0.31	0.33	0.34	0.35	0.36
Net SFPUC Rate		\$2.40	\$2.64	\$3.01	\$3.54	\$3.81	\$3.94	\$4.07	\$4.06	\$4.13	\$4.17
Interim Supply Allocation (MG)	794										
SFPUC Surcharge Over ISA	50%										
<u>Denniston Supply Benefit:</u>											
Avoided SFPUC Cost		\$0	\$462,033	\$740,910	\$1,222,461	\$1,318,718	\$1,363,638	\$1,411,766	\$1,411,766	\$1,437,435	\$1,453,478
Cumulative Avoided Cost		\$0	\$462,033	\$1,202,943	\$2,425,404	\$3,744,122	\$5,107,760	\$6,519,527	\$7,931,293	\$9,368,728	\$10,822,206

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** May 10, 2011

Report

Date: May 5, 2011

**Subject:** Draft Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011/12 to 2020/21 Capital Improvement Program

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### **Recommendation:**

No Board action required at this time.

### **Background:**

Staff presents for the Board's review the attached **Draft** Fiscal Year 2011-2012 Budget and Draft Fiscal Year 2011/12 to 2020/21 Capital Improvement Program (CIP). Highlights:

#### Budget

- Changes to draft budget presented on May 10:
  - SFPUC rate decreased from \$2.57 to \$2.40, representing approved wholesale rate of \$2.63 less untreated water discount of \$0.23.
  - Water revenue reflects rate increase of 12%.
- Total operating expense increase of 5% over FY11 budget, 12% over projected year-end FY11 expenses, primarily due to a 36% increase in SFPUC water cost combined with planned greater SFPUC usage during Denniston shutdown.
- Reduced budget for operating expenses other than SFPUC purchases (\$102,000 lower).
- Non-operating revenue budgeted at approximately the same level as FY11 (1.7% lower).
- Contribution to CIP and reserves (net revenue) of \$695,705.

#### CIP

- \$23,424,500 total FY12-FY21 CIP (FY12 dollars)
- Increase of \$2.0 million over FY11-FY20 CIP due to increase in Denniston plant upgrade cost, addition of Denniston/San Vicente water supply development projects, and addition of future pipeline replacement costs.

**STAFF REPORT**

**Agenda:** June 14, 2011

**Subject:** Draft Budget and CIP

**Page Two**

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Staff conducted a public workshop on the budget with the Board on June 7, 2011. The Board will hold a public hearing on the proposed rate increase on June 28, 2011, after which it will consider approving the operating budget and CIP and adopting the rate increase.

**Fiscal Impact:**

None.

**Operations & Maintenance Budget - FY 2011/2012**

DRAFT

Account Number	Description	Proposed Budget FY 11/12	FY 11/12 Budget Vs. FY 10/11 Budget		FY 11/12 Budget Vs. FY 10/11 Actual			YTD Actual FY 10/11 as of January 31, 2011	
			Approved FY 10/11 Budget	\$ Change	% Change	Proj Year End Actual FY 10/11	\$ Change		% Change
<b>OPERATING REVENUE</b>									
4120	Water Sales (1) *	\$6,549,402	\$6,182,885	\$366,517	5.9%	\$5,847,680	\$701,722	12.0%	\$3,572,467
<b>Total Operating Revenue</b>		<b>\$6,549,402</b>	<b>\$6,182,885</b>	<b>\$366,517</b>	<b>5.9%</b>	<b>\$5,847,680</b>	<b>\$701,722</b>	<b>12.0%</b>	<b>\$3,572,467</b>
<b>NON-OPERATING REVENUE</b>									
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$19,683	\$5,317	27.0%	\$12,183
4180	Late Penalty	\$50,000	\$50,000	\$0	0.0%	\$53,584	-\$3,584	-6.7%	\$33,584
4230	Service Connections	\$8,000	\$8,000	\$0	0.0%	\$7,506	\$494	6.6%	\$5,006
4920	Interest Earned	\$7,423	\$26,418	-\$18,995	-71.9%	\$7,913	-\$490	-6.2%	\$5,413
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$639,843	-\$39,843	-6.2%	\$364,843
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$54,677	-\$17,677	-32.3%	\$44,677
4955	Cell Site Lease Income	\$113,892	\$111,312	\$2,580	2.3%	\$111,136	\$2,756	2.5%	\$66,136
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$250,000	-\$150,000	-60.0%	\$0
<b>Total Non-Operating Revenue</b>		<b>\$941,315</b>	<b>\$957,730</b>	<b>-\$16,415</b>	<b>-1.7%</b>	<b>\$1,144,342</b>	<b>-\$203,028</b>	<b>-17.7%</b>	<b>\$531,842</b>
<b>TOTAL REVENUES</b>		<b>\$7,490,716</b>	<b>\$7,140,615</b>	<b>\$350,101</b>	<b>4.9%</b>	<b>\$6,992,022</b>	<b>\$498,694</b>	<b>7.1%</b>	<b>\$4,104,309</b>
<b>OPERATING EXPENSES</b>									
5130	Water Purchased	\$2,059,548	\$1,671,874	\$387,674	23.2%	\$1,516,645	\$542,903	35.8%	\$1,032,745
5230	Electrical Exp. Nunes WTP	\$25,000	\$19,000	\$6,000	31.6%	\$23,889	\$1,111	4.7%	\$11,890
5231	Electrical Expenses, CSP	\$127,434	\$243,836	-\$116,402	-47.7%	\$102,157	\$25,278	24.7%	\$94,882
5232	Electrical Expenses/Trans. & Dist.	\$14,000	\$15,000	-\$1,000	-6.7%	\$11,923	\$2,077	17.4%	\$6,624
5233	Elec Exp/Pilarcitos Cyn	\$16,162	\$10,016	\$6,146	61.4%	\$14,517	\$1,645	11.3%	\$6,326
5234	Electrical Exp., Denn	\$5,940	\$53,176	-\$47,236	-88.8%	\$30,996	-\$25,056	-80.8%	\$16,629
5235	Denn. WTP Oper.	\$3,000	\$25,600	-\$22,600	-88.3%	\$12,292	-\$9,292	-75.6%	\$6,383
5236	Denn WTP Maint	\$5,000	\$38,000	-\$33,000	-86.8%	\$38,086	-\$33,086	-86.9%	\$24,078
5240	Nunes WTP Oper	\$70,908	\$64,820	\$6,088	9.4%	\$80,306	-\$9,398	-11.7%	\$54,024
5241	Nunes WTP Maint	\$38,000	\$38,000	\$0	0.0%	\$37,057	\$943	2.5%	\$19,564
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$7,640	\$860	11.3%	\$4,219
5243	CSP - Maintenance	\$50,000	\$53,500	-\$3,500	-6.5%	\$50,958	-\$958	-1.9%	\$40,654
5250	Laboratory Expenses	\$35,000	\$60,000	-\$25,000	-41.7%	\$31,448	\$3,552	11.3%	\$15,427
5318	Studies/Surveys/Consulting	\$45,000	\$22,000	\$23,000	104.5%	\$24,171	\$20,829	86.2%	\$19,171
5321	Water Conservation	\$62,350	\$92,500	-\$30,150	-32.6%	\$88,515	-\$26,165	-29.6%	\$40,515
5322	Community Outreach	\$26,200	\$26,200	\$0	0.0%	\$22,900	\$3,300	14.4%	\$5,900
5411	Salaries - Field	\$958,326	\$930,278	\$28,048	3.0%	\$944,144	\$14,182	1.5%	\$544,144
5412	Maintenance Expenses	\$192,500	\$192,500	\$0	0.0%	\$193,563	-\$1,063	-0.5%	\$85,805
5414	Motor Vehicle Exp.	\$44,500	\$44,500	\$0	0.0%	\$44,500	\$0	0.0%	\$30,043
5415	Maintenance, Wells	\$6,000	\$6,000	\$0	0.0%	\$4,000	\$2,000	50.0%	\$0
5610	Salaries, Admin.	\$644,904	\$640,368	\$4,536	0.7%	\$621,994	\$22,910	3.7%	\$356,994
5620	Office Expenses	\$119,375	\$118,875	\$500	0.4%	\$121,820	-\$2,445	-2.0%	\$71,820
5621	Computer Services	\$67,650	\$62,650	\$5,000	8.0%	\$57,816	\$9,834	17.0%	\$27,816
5625	Meetings/Training/Seminars	\$18,000	\$20,000	-\$2,000	-10.0%	\$16,752	\$1,248	7.5%	\$9,752
5630	Insurance	\$125,000	\$125,000	\$0	0.0%	\$119,586	\$5,414	4.5%	\$91,336
5635	Ee/Ret. Medical Insurance	\$438,607	\$403,890	\$34,717	8.6%	\$408,046	\$30,561	7.5%	\$231,296
5640	Employee Retirement	\$462,627	\$437,789	\$24,838	5.7%	\$410,240	\$52,386	12.8%	\$223,240
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$58,752	-\$28,752	0.0%	\$0
5681	Legal	\$60,000	\$57,000	\$3,000	5.3%	\$62,921	-\$2,921	-4.6%	\$32,921
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$6,254	\$7,747	123.9%	\$3,254
5683	Financial Services	\$31,000	\$31,000	\$0	0.0%	\$26,531	\$4,469	16.8%	\$15,531
5684	Payroll Taxes	\$114,658	\$111,951	\$2,707	2.4%	\$107,087	\$7,570	7.1%	\$62,087
5687	Memberships & Subscriptions	\$57,950	\$56,950	\$1,000	1.8%	\$60,317	-\$2,367	-3.9%	\$36,317
5688	Election Expense	\$25,000	\$0	\$25,000	0.0%	\$0	\$25,000	0.0%	\$0
5689	Union Expenses	\$6,000	\$12,000	-\$6,000	-50.0%	\$2,040	\$3,960	194.1%	\$2,040
5700	County Fees	\$16,200	\$10,800	\$5,400	50.0%	\$10,805	\$5,395	49.9%	\$10,805
5705	State Fees	\$19,400	\$10,500	\$8,900	84.8%	\$19,078	\$322	1.7%	\$18,078
<b>Total Operating Expenses</b>		<b>\$6,043,738</b>	<b>\$5,758,073</b>	<b>\$285,665</b>	<b>4.7%</b>	<b>\$5,389,748</b>	<b>\$653,990</b>	<b>12.1%</b>	<b>\$3,252,312</b>
<b>CAPITAL ACCOUNTS</b>									
5711	Existing Bonds - 1998A	\$267,993	\$269,845	-\$1,853	-0.7%	\$269,235	-\$1,242	-0.5%	\$250,235
5712	Existing Bonds - 2006B	\$483,281	\$484,966	-\$1,685	-0.3%	\$487,431	-\$4,150	-0.9%	\$337,431
<b>Total Capital Accounts</b>		<b>\$751,274</b>	<b>\$754,811</b>	<b>-\$3,537</b>	<b>-0.5%</b>	<b>\$756,666</b>	<b>-\$5,392</b>	<b>-0.7%</b>	<b>\$587,666</b>
<b>TOTAL REVENUE - TOTAL EXPENSE</b>		<b>\$695,705</b>	<b>\$627,731</b>	<b>\$67,974</b>	<b>10.8%</b>	<b>\$845,609</b>	<b>-\$149,904</b>	<b>-17.7%</b>	<b>\$264,332</b>
5713	Cont. to CIP & Reserves	\$695,705							

**Notes:**

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

\* Assumes 12% rate increase

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4120</span> Description: <span style="margin-left: 50px;">Water Sales</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	3,572,467
PROJECTED ACTIVITY to END of FY:	2,275,213
Projected YEAR END TOTAL:	5,847,680

<b>PROPOSED Line Item Amount:</b>	<b>\$6,549,402</b> *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>6,182,885</b>
-----------------------	------------------

% Change Actual Year End compared to Proposed Line item amount.	12.0%
% Change to Previous Year Budget	5.9%
Dollar difference between proposed budget & current budget	366,517

**NARRATIVE:** See Worksheet 4120 A for calculations

Water sales revenues are not expected to increase during the next fiscal year due to new customers coming on line. The projection is that there will be approximately 35 new connections Increased Consumer awareness in the third year of drought will keep consumption to levels seen in FY 10/11.

**Spread:**

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

Fiscal Year 2011/2012 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i	j		Proposed
	Res. hcf 10/11	Res. hcf 11/12	Other hcf 10/11	Other hcf 11/12	TOTAL Units 10/11	TOTAL Units 11/12	Per Cent Diff 10 v. 11 dif	Residential \$ Projected 11/12	Other \$ Projected \$6.83/hcf	Base Charge 10/11	Base Charge 11/12	FY 11/12 \$ Budget
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-10	37,361	37,361	52,535	52,535	89,896	89,896	0.0%	\$ 219,683	\$ 358,814	\$84,123	\$94,217	\$ 672,714
Aug-10	71,747	71,747	33,536	33,536	105,283	105,283	0.0%	\$ 421,872	\$ 229,051	\$114,009	\$127,690	\$ 778,614
Sep-10	34,215	34,215	47,095	47,095	81,310	81,310	0.0%	\$ 201,184	\$ 321,659	\$89,022	\$99,704	\$ 622,547
Oct-10	63,937	63,937	31,020	31,020	94,957	94,957	0.0%	\$ 375,950	\$ 211,867	\$114,579	\$128,329	\$ 716,145
Nov-10	29,779	29,779	26,424	26,424	56,203	56,203	0.0%	\$ 175,101	\$ 180,476	\$88,982	\$99,660	\$ 455,237
Dec-10	40,017	40,017	13,880	13,880	53,897	53,897	0.0%	\$ 235,300	\$ 94,800	\$114,722	\$128,488	\$ 458,588
Jan-11	<b>25,964</b>	<b>25,964</b>	<b>20,910</b>	<b>20,910</b>	<b>46,874</b>	<b>46,874</b>	<b>0.0%</b>	<b>\$ 152,668</b>	<b>\$ 142,815</b>	\$89,136	\$99,832	\$ 395,316
Feb-11	<b>41,534</b>	<b>41,534</b>	<b>14,963</b>	<b>14,963</b>	<b>56,497</b>	<b>56,497</b>	<b>0.0%</b>	<b>\$ 244,220</b>	<b>\$ 102,197</b>	\$114,731	\$128,499	\$ 474,916
Mar-11	<b>21,723</b>	<b>21,723</b>	<b>23,629</b>	<b>23,629</b>	<b>45,352</b>	<b>45,352</b>	<b>0.0%</b>	<b>\$ 127,731</b>	<b>\$ 161,386</b>	<b>\$89,000</b>	\$99,680	<b>\$ 388,797</b>
Apr-11	<b>45,549</b>	<b>45,549</b>	<b>6,319</b>	<b>6,319</b>	<b>51,868</b>	<b>51,868</b>	<b>0.0%</b>	<b>\$ 267,828</b>	<b>\$ 43,159</b>	<b>\$114,000</b>	\$127,680	<b>\$ 438,667</b>
May-11	<b>28,468</b>	<b>28,468</b>	<b>52,129</b>	<b>52,129</b>	<b>80,597</b>	<b>80,597</b>	<b>0.0%</b>	<b>\$ 167,392</b>	<b>\$ 356,041</b>	<b>\$89,000</b>	\$99,680	<b>\$ 623,113</b>
Jun-11	<b>57,889</b>	<b>57,889</b>	<b>8,688</b>	<b>8,688</b>	<b>66,577</b>	<b>66,577</b>	<b>0.0%</b>	<b>\$ 340,387</b>	<b>\$ 59,339</b>	<b>\$114,000</b>	\$127,680	<b>\$ 527,406</b>
<b>TOTAL</b>	498,183	498,183	331,128	331,128	829,311	829,311	0.0%	\$ 2,929,316	\$ 2,261,604	\$1,215,304	\$1,361,140	<b>\$ 6,552,060</b>

Average Residential Charge per Unit  
\$5.88

Commercial Charge per Unit  
\$6.83

**\$ 6,552,060**

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 7.5 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 35 new connections next year.
- 3 April - June - Predicted Base on following:  
Actual Sales / Predicted Sales (Jul - Feb)  
*Residential = 0.91*  
*Other = 1.242*

Budgeted Values for Residential & Other  
Above multiplied by factor to get predicted water sales.

Res Units	FY 10/11	12.0% FY 11/12	Base Charge	
			FY 10/11	12.0% FY 11/12
			5/8"	\$27.43
1-8	\$4.48	\$5.02	5/8"/ 2 dwelling units	\$60.33
9 -25	\$4.94	\$5.53	3/4"	\$41.23
26 - 40	\$6.42	\$7.19	3/4"/ 2 dwelling units	\$82.51
41 +	\$7.93	\$8.88	1"	\$68.72
			1.5"	\$132.71
			2.0"	\$219.95
<b>Comm</b>	\$6.10	<b>\$6.83</b>	3"	\$481.16
			4"	\$1,649.90



**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

Fiscal Year  
2011/2012

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4170</span> Description: Hydrant Sales	
Actual Amount As Of: 31-Jan 2011	12,183
PROJECTED ACTIVITY to END of FY:	7,500
Projected YEAR END TOTAL:	19,683
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>27.0%</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>4180</b></span> <span style="margin-left: 100px;">Description: <b>Late Penalty</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>33,584</b>
PROJECTED ACTIVITY to END of FY:	<b>20,000</b>
Projected YEAR END TOTAL:	<b>53,584</b>
<b>PROPOSED Line Item Amount:</b>	<b>50,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>50,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(6.7%)</b>
% Change to Previous Year Budget	<b>100.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4230</span> Description: <span style="float: right;">Service Connections</span>	
Actual Amount As Of: 31-Jan 2011	5,006
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	7,506
<b>PROPOSED Line Item Amount:</b>	<b>8,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
% Change Actual Year End compared to Proposed Line item amount.	6.6%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

Labor	\$8,000
<b>TOTAL</b>	<b>\$8,000</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4920</span> Description: <span style="float: right;">Interest Earned</span>	
Actual Amount As Of: 31-Jan 2011	5,413
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	7,913
<b>PROPOSED Line Item Amount:</b>	<b>\$ 7,423</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	26,418
% Change Actual Year End compared to Proposed Line item amount.	(6.2%)
% Change to Previous Year Budget	(71.9%)
Dollar difference between proposed budget & current budget	-18,995

**NARRATIVE:**

Interest income is derived from cash on deposit with LAIF. The interest income is calculated on funds that are not restricted to the CSP Project.

	Balance	Less CSP \$						
Cash on Deposit	1,505,465	20,948	1,484,516	x	0.50%	=	\$	7,423

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4930</span> Description: <span style="margin-left: 50px;">Property Taxes</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	364,843
PROJECTED ACTIVITY to END of FY:	275,000
Projected YEAR END TOTAL:	639,843
<b>PROPOSED Line Item Amount:</b>	<b>600,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(6.2%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4950</span> Description: <span style="margin-left: 50px;">Miscellaneous</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	44,677
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	54,677
<b>PROPOSED Line Item Amount:</b>	<b>37,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	(32.3%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

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

	FY 10/11	FY 11/12
Skylawn	25,000	25,000
Miscellaneous	12,000	12,000
	37,000	37,000

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4955</span> Description: <span style="margin-left: 20px;">Cell Site Lease Income</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	66,136
PROJECTED ACTIVITY to END of FY:	45,000
Projected YEAR END TOTAL:	111,136
<b>PROPOSED Line Item Amount:</b>	<b>113,892</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	111,312
% Change Actual Year End compared to Proposed Line item amount.	2.5%
% Change to Previous Year Budget	2.3%
Dollar difference between proposed budget & current budget	2,580

**NARRATIVE:**

Revenue from Cell Site Leasing

<u>Sub-Account</u>	<u>FY 11/12</u>
Sprint Spectrum Lease	22,424
Sprint Spectrum Lease	20,022
Metro PCS	23,363
Metro PCS	23,363
Verizon	24,720
	113,892

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>4965</b> Description: <b>ERAF Refund</b>	
Actual Amount As Of: 31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:	250,000
Projected YEAR END TOTAL:	250,000
<b>PROPOSED Line Item Amount:</b>	<b>100,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>(60.0%)</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs.

**Spread:**

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



**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5130</b></span> Description: <span style="margin-left: 20px;"><b>Water Purchased</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>1,032,745</b>
PROJECTED ACTIVITY to END of FY:	<b>483,900</b>
Projected YEAR END TOTAL:	<b>1,516,645</b>
<b>PROPOSED Line Item Amount:</b>	<b>2,059,548</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>1,671,874</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>35.8%</b>
<b>% Change to Previous Year Budget</b>	<b>23.2%</b>
Dollar difference between proposed budget & current budget	<b>387,674</b>

**NARRATIVE:**

See worksheet 5130 A

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

**Water rates will increase approximately 38.4% from the SFWD this year. Cost per hcf \$2.63**

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2011/2012

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 10/11	FY 11/12	FY 10/11	FY 11/12	FY 10/11	FY 11/12	Pilarcitos		CSP		FY 10/11	FY 11/12	FY 10/11	FY 11/12	**2.40/hcf
	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	Actual hcf	Plan	Plan
<b>Jul-10</b>	2,767	0	1,390	0	0	0	76,939	81,096	20,213	20,213	97,152	101,309	101,309	101,309	<b>\$243,142</b>
<b>Aug-10</b>	4,051	0	1,070	0	0	0	55,345	60,466	24,291	24,291	79,636	84,757	84,757	84,757	<b>\$203,417</b>
<b>Sep-10</b>	4,853	0	1,818	0	0	0	29,639	36,310	46,310	46,310	75,949	82,620	82,620	82,620	<b>\$198,288</b>
<b>Oct-10</b>	0	0	0	0	0	0	50,976	50,976	31,671	31,671	82,647	82,647	82,647	82,647	<b>\$198,353</b>
<b>Nov-10</b>	0	0	0	0	10,802	13,000	55,321	53,123	0	0	55,321	53,123	66,123	66,123	<b>\$127,495</b>
<b>Dec-10</b>	0	0	0	0	10,281	13,000	47,407	44,688	0	0	47,407	44,688	57,688	57,688	<b>\$107,251</b>
<b>Jan-11</b>	0	0	0	0	12,955	14,000	42,100	41,055	0	0	42,100	41,055	55,055	55,055	<b>\$98,532</b>
<b>Feb-11</b>	0	0	0	0	<b>14,397</b>	<b>15,000</b>	<b>41,432</b>	<b>40,829</b>	0	0	<b>41,432</b>	40,829	55,829	55,829	<b>\$97,990</b>
<b>Mar-11</b>	0	0	0	0	<b>15,576</b>	<b>15,000</b>	<b>50,382</b>	<b>50,958</b>	0	0	<b>50,382</b>	50,958	65,958	65,958	<b>\$122,299</b>
<b>Apr-11</b>	0	0	0	0	0	0	<b>70,000</b>	<b>70,000</b>	0	0	<b>70,000</b>	70,000	<b>70,000</b>	70,000	<b>\$168,000</b>
<b>May-11</b>	<b>18,000</b>	0	<b>3,249</b>	0	0	0	<b>65,000</b>	<b>86,249</b>	0	0	<b>65,000</b>	86,249	<b>86,249</b>	86,249	<b>\$206,998</b>
<b>Jun-11</b>	0	0	0	0	0	0	<b>66,000</b>	<b>66,000</b>	<b>20,000</b>	<b>20,000</b>	<b>86,000</b>	86,000	<b>86,000</b>	86,000	<b>\$206,400</b>
<b>hcf Totals</b>	29,671	0	7,527	0	64,011	70,000	650,541	681,750	142,485	142,485	793,026	824,235	894,235	894,235	<b>\$1,978,164</b>
<b>MG Totals</b>	22.19	0.00	5.63	0.00	47.88	52.36	486.60	509.95	106.58	106.58	593.18	616.53	668.89	668.89	

Base Charge **\$81,384**

Grand Total **\$2,059,548**

Note: Bold numbers in actual columns are estimates

Expect 72,608 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...)for FY 10/11  
7.4% unaccountable water

\*\* - The San Francisco Wholesale rate is the total of \$2.40 less the untreated water of \$.23.

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5230</b></span> Description: <span style="margin-left: 20px;"><b>Electrical Exp. Nunes WTP</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	11,890
PROJECTED ACTIVITY to END of FY:	11,999
Projected YEAR END TOTAL:	23,889
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	19,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>4.7%</b>
<b>% Change to Previous Year Budget</b>	<b>31.6%</b>
Dollar difference between proposed budget & current budget	6,000

**NARRATIVE:**

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

**FY 11/12**

PG&E \$25,000

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5231</b></span> Description: <b>Electrical Expenses, CSP</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>94,882</b>
PROJECTED ACTIVITY to END of FY:	<b>7,275</b>
Projected YEAR END TOTAL:	<b>102,157</b>
<b>PROPOSED Line Item Amount:</b>	<b>127,434</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>243,836</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>24.7%</b>
% Change to Previous Year Budget	<b>(47.7%)</b>
Dollar difference between proposed budget & current budget	<b>-116,402</b>

**NARRATIVE:**

Skylawn is estimated to purchase 7.5 million gallons.  
Anticipated more usage at Crystal Springs FY 11/12 since Denniston WTP will be off-line more in FY 11/12.

	<b>hcf</b>	<b>rate to pump 1 unit of water</b>			
Pumping charges - electrical	142,485	0.770	=	\$	109,713
Non-pumping electrical				\$	10,000
Skylawn Pumping Expenses	10,027	0.770	=	\$	7,721
<b>TOTAL</b>				<u>\$</u>	<u>127,434</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5232</b></span> Description: <b>Electrical Expenses/Trans. &amp; Dist.</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>6,624</b>
PROJECTED ACTIVITY to END of FY:	<b>5,299</b>
Projected YEAR END TOTAL:	<b>11,923</b>
<b>PROPOSED Line Item Amount:</b>	<b>14,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>15,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>17.4%</b>
% Change to Previous Year Budget	<b>(6.7%)</b>
Dollar difference between proposed budget & current budget	<b>-1,000</b>

**NARRATIVE:**

	FY 11/12
Granada #1	\$5,000
Granada #2	\$3,000
Granada #3	\$1,500
Alves Pump Station	\$4,000
Miramontes Tank	\$500
TOTAL	<u>\$14,000</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5233</b></span> Description: <b>Elec Exp/Pilarcitos Cyn</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>6,326</b>
PROJECTED ACTIVITY to END of FY:	<b>8,191</b>
Projected YEAR END TOTAL:	<b>14,517</b>
<b>PROPOSED Line Item Amount:</b>	<b>16,162</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>10,016</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>11.3%</b>
% Change to Previous Year Budget	<b>61.4%</b>
Dollar difference between proposed budget & current budget	<b>6,146</b>

**NARRATIVE:**

Assumes sufficient rain in October to pump Pilarcitos Wells in November.  
Assumes 70,000 units of production, at an energy cost of \$0.29 per unit.

Wells #1 & 3	\$ 5,215	Well #4	\$ 3,500	
Well #2	\$ 255	Well #4A	\$ 3,500	
Well #3A	\$ 255	Well #5	\$ 2,981	
Carter Hill	\$ 256	Telemeter	\$ 200	
<b>TOTAL</b>	<b>\$ 5,981</b>	<b>Total</b>	<b>\$ 10,181</b>	Total <b>\$ 16,162</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5234</span> Description: <span style="float: right;">Electrical Exp., Denn</span>	
Actual Amount As Of: <span style="float: right;">31-Jan 2011</span>	16,629
PROJECTED ACTIVITY to END of FY:	14,367
Projected YEAR END TOTAL:	30,996

<b>PROPOSED Line Item Amount:</b>	<b>5,940</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,176
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(80.8%)
% Change to Previous Year Budget	(88.8%)
Dollar difference between proposed budget & current budget	-47,236

**NARRATIVE:**

Projected year end low due to inoperation of plant for all of FY 11/12.

	<b>FY 11/12</b>
Denn Pump Station	\$2,040
Denn Well #1	\$300
Denn Well #2,3,4	\$300
Denn Well #5	\$300
Denn Well #9	\$300
Denn WTP	\$2,400
Filter Recycle Pump	\$300
 TOTAL	 <u><u>\$5,940</u></u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5235</b></span> <span style="margin-left: 100px;">Description: <b>Denn. WTP Oper.</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>6,383</b>
PROJECTED ACTIVITY to END of FY:	<b>5,909</b>
Projected YEAR END TOTAL:	<b>12,292</b>
<b>PROPOSED Line Item Amount:</b>	<b>3,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>25,600</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(75.6%)</b>
% Change to Previous Year Budget	<b>(88.3%)</b>
Dollar difference between proposed budget & current budget	<b>-22,600</b>

**NARRATIVE:**

<b>ADMIN</b>	<b>CHEMICALS</b>	
Telephone/DSL	\$1,000	
Alarm System	\$2,000	Chemicals
	\$3,000	<u><u>\$0</u></u>
	TOTAL	\$3,000

**Spread:**

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



**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5236</b></span> <span style="margin-left: 100px;">Description: <b>Denn WTP Maint</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>24,078</b>
PROJECTED ACTIVITY to END of FY:	<b>14,008</b>
Projected YEAR END TOTAL:	<b>38,086</b>

<b>PROPOSED Line Item Amount:</b>	<b>5,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>38,000</b>
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	<b>(86.9%)</b>
% Change to Previous Year Budget	<b>(86.8%)</b>
Dollar difference between proposed budget & current budget	<b>-33,000</b>

**NARRATIVE:**

Little or no activity during construction of Dennistion Treatment Plant Upgrade

	<b>FY 11/12</b>
Telemetry	\$3,000
Misc. Plumbing & Parts	\$2,000

<b>TOTAL</b>	<b>\$5,000</b>
--------------	----------------

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5240</span>	Description: Nunes WTP Oper
Actual Amount As Of: 31-Jan 2011	54,024
PROJECTED ACTIVITY to END of FY:	26,282
Projected YEAR END TOTAL:	80,306
<b>PROPOSED Line Item Amount:</b>	<b>70,908</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	64,820
% Change Actual Year End compared to Proposed Line item amount.	(11.7%)
% Change to Previous Year Budget	9.4%
Dollar difference between proposed budget & current budget	6,088

**NARRATIVE:**

Chemical costs = \$87/MG.  
Expect to treat 617 MG.

Telephone/DSL	\$2,120
Alarm System	\$1,000
Sub total	\$3,120

<b>Chemicals</b>	
Caustic	\$24,859
Polymer	\$2,011
Alum	\$33,318
Salt	7600
Sub Total	\$67,788
<b>TOTAL</b>	<b>\$70,908</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5241</span> Description: Nunes WTP Maint	
Actual Amount As Of: 31-Jan 2011	19,564
PROJECTED ACTIVITY to END of FY:	17,493
Projected YEAR END TOTAL:	37,057
<b>PROPOSED Line Item Amount:</b>	<b>38,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 38,000

% Change Actual Year End compared to Proposed Line item amount. 2.5%

% Change to Previous Year Budget 0.0%

Dollar difference between proposed budget & current budget 0

**NARRATIVE:**

No change in maintenance costs expected.

**FY 11/12**

Generator Service Contract	\$1,000
Sludge Removal	\$6,000
Electrical	\$6,000
Instrumentation/Controls	\$7,000
Motor & Pump Replacement	\$7,000
Filter Inspection	\$4,000
Annual Electrical PM	\$5,000
Misc.	\$2,000
	<u>\$38,000</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5242</b></span> Description: <b>CSP - Operation</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	4,219
PROJECTED ACTIVITY to END of FY:	3,421
Projected YEAR END TOTAL:	7,640
<b>PROPOSED Line Item Amount:</b>	<b>8,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>11.3%</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	0

<b>NARRATIVE:</b>	<b>FY 11/12</b>
Telephone & Telemetry	\$6,300
Alarm Co. (Bay Alarm / HMB Alarm)	\$1,200
Fire System Maint.	<u>\$1,000</u>
<b>TOTAL</b>	<u><u>\$8,500</u></u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2011/2012

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5243</span> Description: <span style="margin-left: 50px;">CSP - Maintenance</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	40,654
PROJECTED ACTIVITY to END of FY:	10,304
Projected YEAR END TOTAL:	50,958
<b>PROPOSED Line Item Amount:</b>	<b>50,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,500
% Change Actual Year End compared to Proposed Line item amount.	(1.9%)
% Change to Previous Year Budget	(6.5%)
Dollar difference between proposed budget & current budget	-3,500

**NARRATIVE:**

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

	FY 11/12
Electrical Testing (ETI)	\$5,000
Electrical Repair	\$7,000
Equipment /Valve Maintenance	\$12,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,000
Telemetry & Alarms	\$4,000
Pump Maintenance	\$10,000
Confined Space Team	\$10,000
	\$50,000

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5250</span> Description: <span style="float: right;">Laboratory Expenses</span>	
Actual Amount As Of: 31-Jan 2011	15,427
PROJECTED ACTIVITY to END of FY:	16,021
Projected YEAR END TOTAL:	31,448
<b>PROPOSED Line Item Amount:</b>	<b>35,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,000
% Change Actual Year End compared to Proposed Line item amount.	11.3%
% Change to Previous Year Budget	(41.7%)
Dollar difference between proposed budget & current budget	-25,000

**NARRATIVE:**

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

	<b>FY 11/12</b>
Nunes WTP	\$20,000
Denniston WTP	\$15,000
	<hr/> \$35,000

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5318</b></span> <span style="margin-left: 100px;">Description: <b>Studies/Surveys/Consulting</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>19,171</b>
PROJECTED ACTIVITY to END of FY:	<b>5,000</b>
Projected YEAR END TOTAL:	<b>24,171</b>

<b>PROPOSED Line Item Amount:</b>	<b>\$45,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>22,000</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>86.2%</b>
<b>% Change to Previous Year Budget</b>	<b>104.5%</b>
Dollar difference between proposed budget & current budget	<b>23,000</b>

**Narrative:** Lease consultant agreement offset by Cell Site Lease Agreements in account 4955

Communication Lease Consultant (Til FY 10/11)	\$5,000.00
Groundwater Monitoring Plan (SBx6)	\$30,000.00
Misc. Studies/Surveys	\$10,000.00
	<b>\$45,000.00</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5321</b></span> <span style="margin-left: 100px;">Description: <b>Water Conservation</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>40,515</b>
PROJECTED ACTIVITY to END of FY:	<b>48,000</b>
Projected YEAR END TOTAL:	<b>88,515</b>
<b>PROPOSED Line Item Amount:</b>	<b>62,350</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>92,500</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(29.6%)</b>
% Change to Previous Year Budget	<b>(32.6%)</b>
Dollar difference between proposed budget & current budget	<b>-30,150</b>

**NARRATIVE:**

Increase funding due to:

1. Funding included for new lawn replacement program.

**Legend:**

- BAWSCA** - Bay Area Water Supply and Conservation Agency
- BMP** - Best Management Practices
- CASGEM**: California Statewide Groundwater Elevation Monitoring
- CUWCC** - California Urban Water Conservation Council
- IRWMP** - Integrated Regional Watershed Management Plan
- UWMP** - Urban Water Management Plan
- WCIP** - Water Conservation Implementation Plan

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



<b>DRAFT Budget Worksheet</b>	
<b>Fiscal Year</b>	
<b>2011-2012</b>	
<b>Worksheet 5321 A – Water Resources</b>	<b>FY 2012</b>
<b>Description</b>	<b>Amount</b>
Foundational	
1.0 Utility Operations Programs	
1.1 Operations	\$0
Subtotal	\$0
2.0 Education Programs	
2.1 Public Information Programs	
Events	\$1,000
Bill Stuffers	\$2,000
Rebate Materials	\$500
Landscape Workshops	\$2,000
Media	\$2,000
California Water Awareness Campaign	\$2,000
Materials (Conservation)	\$2,000
2.2 School Education Programs	
Curriculum Materials	\$1,000
Assembly Program	\$4,000
Subtotal	\$16,500
Programmatic	
3.0 Residential	
3.1 High Efficiency Fixture Devices (Q=900)	\$3,000
3.2 High Efficiency Toilet Rebates (Q=100)	\$15,000
3.3 High Efficiency Clothes Washer Rebates (Q=200)	\$15,000
3.4 Residential Assistance	\$0
Subtotal	\$33,000
4.0 Commercial, Industrial and Institutional	
4.1 Rebates	
High Efficiency Tank Toilets (Q=1)	\$150
High Efficiency Urinals (Q=1)	\$300
High Efficiency and Ultra Low Flow Flush Valve Toilets (Q=1)	\$300
Restaurant Spray Valves (Q=1)	\$100
Subtotal	\$850
5.0 Landscape (Large)	
5.1 Dedicated Irrigation Account Water Budget Reports	\$2,500
5.2 Surveys for Dedicated Irrigation Meters Accounts (Q=1)	\$1,500
5.3 Outreach to CII Mixed Use Meters	\$0
Subtotal	\$4,000
Flex Track	
Lawn Replacement	\$5,000
Subtotal	\$5,000
Water Resources	
California Urban Water Conservation Council Dues	\$3,000
Subtotal	\$3,000
<b>Total</b>	<b>\$62,350</b>

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5322</b></span> Description: <b>Community Outreach</b>	
Actual Amount As Of: 31-Jan 2011	<b>5,900</b>
PROJECTED ACTIVITY to END of FY:	<b>17,000</b>
Projected YEAR END TOTAL:	<b>22,900</b>
<b>PROPOSED Line Item Amount:</b>	<b>26,200</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>26,200</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>14.4%</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

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

MCTV-Recording meetings(14 @ \$375)	\$5,000
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$6,000

**Spread:** TOTAL **26,200**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5411</b></span> Description: <b>Salaries - Field</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>544,144</b>
PROJECTED ACTIVITY to END of FY:	<b>400,000</b>
Projected YEAR END TOTAL:	<b>944,144</b>
<b>PROPOSED Line Item Amount:</b>	<b>958,326</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>930,278</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>1.5%</b>
% Change to Previous Year Budget	<b>3.0%</b>
Dollar difference between proposed budget & current budget	<b>28,048</b>

**NARRATIVE:**

A COLA of 1.5% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**  
6/9/2011  
**FY 2011/2012 BUDGET WORKSHEET (5411 A)**

**SALARIES - Accounts 5411 & 5610**

EMPLOYEE	Current Hrly Rate	COLA 1.5%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
<b>FIELD #5411</b>							
Superintendent	57.58	58.44	121,552			10,800	132,352
Field Supervisor	46.10	46.79	97,326	120	8,422	7,200	112,949
WTP Supervisor	50.89	51.65	107,434	120	9,297	7,200	123,931
Sr. WTP Oper.	43.88	44.53	92,629	120	8,016	7,200	107,845
Treat/Dist Op	29.56	30.01	62,412	120	5,401	4,800	72,613
Treat/Dist Op	28.84	29.27	60,882	120	5,269	6,000	72,150
Treat/Dist Op	28.84	29.27	61,787	80	3,512	6,000	70,151
Treat/Dist Op	30.30	30.75	63,969	80	3,691	7,200	74,860
Maint Worker	26.81	27.21	56,607	80	3,266	3,600	63,472
Maint Worker	24.90	25.27	52,569	80	3,033	2,400	58,002
Part-Time Help	15.00		15,000				15,000
Part-Time Help	15.00		15,000				15,000
Estimated Annual Merit Increase			20,000				20,000
Standby Pay for On-Call Employees			20,000				20,000
<b>Sub total, Field</b>			<b>847,167</b>		<b>49,907</b>	<b>62,400</b>	<b>958,326</b>
<b>ADMIN #5610</b>							
Gen Manager	88.00	89.32	185,786				185,786
Water Conser.	35.05	35.58	73,998	80	4,269		78,267
Prj Coord. PT	60.00		15,000				15,000
Office Mgr	38.76	39.34	81,835	80	4,721		86,557
Admin Assist.	35.13	35.65	74,156	80	4,278	7,046	85,480
Office Spec1st	26.81	27.21	56,607		-		56,607
Office Spec1st	24.90	25.27	52,569	80	3,033		55,602
Office Spec1st	26.81	27.21	56,607		-		56,607
Directors			20,000				20,000
Estimated Annual Merit Increase			5,000				5,000
<b>Sub total, Admin</b>			<b>621,556</b>		<b>16,301</b>	<b>7,046</b>	<b>\$644,904</b>
<b>TOTAL</b>			<b>1,468,724</b>				<b>\$1,603,229</b>

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5412</b></span> <span style="margin-left: 100px;">Description: <b>Maintenance Expenses</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>85,805</b>
PROJECTED ACTIVITY to END of FY:	<b>107,758</b>
Projected YEAR END TOTAL:	<b>193,563</b>
<b>PROPOSED Line Item Amount:</b>	<b>192,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>192,500</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>(0.5%)</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

Laundry	\$1,000	Tree Removal	\$8,000
Service Products	\$3,000	Paving	\$25,000
Pump Repair	\$5,000	Inventory	\$12,000
Uniforms/Jackets/Shoes	\$8,000	Materials	\$9,000
USA	\$500	Equip. Rental	\$2,000
Backfill	\$3,000	Radio Repair/PM	\$3,000
Hydrant repair	\$14,000	Landscape Maint	\$3,000
Tank Inspection	\$5,000	Main Repairs/Sml Line Replacmnt	\$26,000
Generator services	\$5,000	Cathodic Protection	\$7,000
Safety Supplies	\$4,000	Misc. tools, etc.	\$4,000
DMV/Pre-employment Physical	\$1,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
Alves Alt Valve	\$10,000	Waste Services	\$4,000
Alves Vault Valves	\$5,000	Fence Repairs	\$1,000
		Raising Valve (City/County)	\$24,000

**TOTAL** **\$192,500**  
**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5414</b></span> Description: <b>Motor Vehicle Exp.</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>30,043</b>
PROJECTED ACTIVITY to END of FY:	<b>14,457</b>
Projected YEAR END TOTAL:	<b>44,500</b>
<b>PROPOSED Line Item Amount:</b>	<b>44,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>44,500</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(0.0%)</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

	<u>FY 11/12</u>
Gasoline	\$29,000.00
Mobile Phones	\$7,500.00
Service & Repairs	\$8,000.00
	<u>\$44,500.00</u>
Total	

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5415</span> Description: <span style="margin-left: 50px;">Maintenance, Wells</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	0
PROJECTED ACTIVITY to END of FY:	4,000
Projected YEAR END TOTAL:	4,000
<b>PROPOSED Line Item Amount:</b>	<b>6,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	50.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

FY 11/12 amounts same from past year due to not being able to rehabilitate wells and complete upgrades

	<u>FY 11/12</u>
Electrical PM	\$1,200
Pumps	\$3,000
Electrical	\$1,600
Plumbing	\$200
	<hr/>
	<u>\$6,000</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5610</b></span> <span style="margin-left: 100px;">Description: <b>Salaries, Admin.</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>356,994</b>
PROJECTED ACTIVITY to END of FY:	<b>265,000</b>
Projected YEAR END TOTAL:	<b>621,994</b>
<b>PROPOSED Line Item Amount:</b>	<b>644,904</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>640,368</b>
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	<b>3.7%</b>
% Change to Previous Year Budget	<b>0.7%</b>
Dollar difference between proposed budget & current budget	<b>4,536</b>

**NARRATIVE:**

A COLA of 1.5% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

**Spread:**

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



**Budget Worksheet**

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5620</span> Description: <span style="margin-left: 20px;">Office Expenses</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	71,820
PROJECTED ACTIVITY to END of FY:	50,000
Projected YEAR END TOTAL:	121,820
<b>PROPOSED Line Item Amount:</b>	<b>119,375</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	118,875
% Change Actual Year End compared to Proposed Line item amount.	(2.0%)
% Change to Previous Year Budget	0.4%
Dollar difference between proposed budget & current budget	500

**NARRATIVE:**

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

**Spread:**

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

**Account 5620 - Detail of Account**

<b>Account Name</b>	<b>Description</b>	<b>Amount</b>
Postage	Mail Machine	\$ 2,000
	Bulk Mailing	\$ 5,000
	Pre-Stamped Envelopes	\$ 3,000
Phone Services PG&E	Monthly Service & Repairs	\$ 4,000
	Monthly Service (District Office)	\$ 8,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 7,800
File Storage	Iron Mountain - Offsite Storage	\$ 5,000
	Iron Mountain - Shredding Service	\$ 300
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 4,000
Printing	Checks, Forms, Statements	\$ 1,500
CSG Systems, Inc.	Fulfillment Center for Billing Stmtnts	\$ 20,000
	NetBill (Online Payments)	\$ 6,500
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 5,500
	Credit Card / Bank Fees	\$ 7,000
	Pre-Employment Physicals	\$ 250
	Employee Recognition Program	\$ 2,000
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 600
	Allowance for Bad Debt	\$ 5,000
Maintenance	Office Equipment/Repairs	\$ 1,500
	Office Maintenance/Repairs	\$ 5,000
Payroll	Payroll Processing with ADP	\$ 8,500
<b>TOTAL</b>		<b>\$ 119,375</b>

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5621</b></span> Description: <span style="margin-left: 20px;"><b>Computer Services</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>27,816</b>
PROJECTED ACTIVITY to END of FY:	<b>30,000</b>
Projected YEAR END TOTAL:	<b>57,816</b>
<b>PROPOSED Line Item Amount:</b>	<b>67,650</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>62,650</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>17.0%</b>
<b>% Change to previous year budget:</b>	<b>8.0%</b>
Dollar difference between proposed budget & current budget	<b>5,000</b>

**NARRATIVE:**

<b>Maintenance Agreements</b>		<b>Computer Services</b>	
Springbrook	\$12,000	New/Upgrades to software/Cust Rpts	\$ 4,000
Radix	\$3,000	Services/Repairs/Parts	\$ 15,000
ICS	\$15,000	Coastside Net	\$ 1,000
Hansen	\$2,500	Rogue Web Works (Website Maint.)	\$ 5,000
Badger	\$1,500	Sonic.net	\$ 450
XC2 Software	\$800	Spam Filtering	\$ 900
Check Scanner	\$1,500		
GIS License	\$5,000		
Subtotal	\$41,300	Subtotal	\$ 26,350
		Grand Total	<b>\$ 67,650</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5625</b></span> <span style="margin-left: 100px;">Description: <b>Meetings/Training/Seminars</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>9,752</b>
PROJECTED ACTIVITY to END of FY:	<b>7,000</b>
Projected YEAR END TOTAL:	<b>16,752</b>
<b>PROPOSED Line Item Amount:</b>	<b>18,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>20,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>7.5%</b>
% Change to Previous Year Budget	<b>(10.0%)</b>
Dollar difference between proposed budget & current budget	<b>-2,000</b>

**NARRATIVE:**

	<u>Amount</u>
Conferences (District Employees)	\$ 4,000
Conferences/Seminars (Board of Directors)	\$ 2,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 1,000
TOTAL	<u>\$ 18,000</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5630</b></span> <span style="margin-left: 100px;">Description: <b>Insurance</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>91,336</b>
PROJECTED ACTIVITY to END of FY:	<b>28,250</b>
Projected YEAR END TOTAL:	<b>119,586</b>
<b>PROPOSED Line Item Amount:</b>	<b>125,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **125,000**

% Change Actual Year End compared to Proposed Line item amount.	<b>4.5%</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

<b>NARRATIVE:</b>	FY 10/11	FY 11/12
Auto/General Liability	<b>\$55,000</b>	<b>\$55,000</b>
Property Program	<b>\$20,000</b>	<b>\$20,000</b>
Workers Compensation	<b>\$50,000</b>	<b>\$50,000</b>
<b>TOTAL</b>	<b>\$125,000</b>	<b>\$125,000</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5635</b></span> <span style="margin-left: 100px;">Description: <b>Ee/Ret. Medical Insurance</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>231,296</b>
PROJECTED ACTIVITY to END of FY:	<b>176,750</b>
Projected YEAR END TOTAL:	<b>408,046</b>

<b>PROPOSED Line Item Amount:</b>	<b>438,607</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>403,890</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>7.5%</b>
% Change to Previous Year Budget	<b>8.6%</b>
Dollar difference between proposed budget & current budget	<b>34,717</b>

**NARRATIVE:**

<b><u>Active Employees:</u></b>	<b>FY 11/12</b>	
Medical	288,944	
Dental	17,717	
Vision	4,173	
Life/AD&D	6,156	
LTD	16,733	
EAP	737	
	<b>334,459 Subtotal</b>	

<b><u>Retirees:</u></b>	
Medical	96,233
Dental	6,196
Vision	1,718
	<b>104,148 Subtotal</b>

<b>438,607 Total</b>
----------------------

**Spread:**

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

ACCOUNT No. 5635 / Insurance Benefits for Active Employees and Retirees - Year 2010/2011

**ACTIVE EMPLOYEES**

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP	
July-10	7,886	11,430	1,285	338	494	1,367	60	
August-10	7,886	11,965	1,285	338	494	1,367	60	
September-10	7,886	11,965	1,285	338	503	1,367	60	
October-10	7,886	11,965	1,285	338	503	1,367	60	
November-10	7,886	11,965	1,285	338	503	1,367	60	
December-10	7,886	12,794	1,343	338	503	1,367	60	
January-11	8,705	12,794	1,417	338	503	1,367	60	
February-11	8,705	12,794	1,380	338	503	1,367	60	
March-11	8,705	12,794	1,380	338	503	1,367	60	
April-11	8,705	12,794	1,380	338	503	1,367	60	
May-11	8,705	12,794	1,380	338	503	1,367	60	
June-11	8,705	12,794	1,380	338	503	1,367	60	
	99,546	148,847	16,081	4,051	6,016	16,405	722	Subtotal
	104,460	153,526	16,558	4,051	6,035	16,405	722	Subtotal (June Rate x 12/mo)
	12%	12%	7%	3%	2%	2%	2%	% Increase
	<b>116,995</b>	<b>171,949</b>	<b>17,717</b>	<b>4,173</b>	<b>6,156</b>	<b>16,733</b>	<b>737</b>	<b>TOTAL</b>
	<b>288,944</b>							

**RETIREES**

	Kaiser	Blue Cross	Dental	Vision	
July-10	1,168	4,709	462	139	
August-10	1,168	4,715	462	139	
September-10	1,168	4,715	462	139	
October-10	1,168	4,715	462	139	
November-10	1,168	4,715	462	139	
December-10	1,168	5,872	483	139	
January-11	1,288	5,872	483	139	
February-11	1,288	5,872	483	139	
March-11	1,288	5,872	483	139	
April-11	1,288	5,872	483	139	
May-11	1,288	5,872	483	139	
June-11	1,288	5,872	483	139	
		(24,311)	(4,987)		Reimbursement from Retirees
	3,568				Medical reimbursement to Retirees
	18,304	40,364	700	1,668	Subtotal
	15,456	70,467	5,791	1,668	Subtotal (June Rate x 12/mo)
	12%	12%	7%	3%	% Increase
	<b>17,311</b>	<b>78,923</b>	<b>6,196</b>	<b>1,718</b>	<b>TOTAL</b>
	<b>96,233</b>				

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5640</b></span> <span style="margin-left: 100px;">Description: <b>Employee Retirement</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>223,240</b>
PROJECTED ACTIVITY to END of FY:	<b>187,000</b>
Projected YEAR END TOTAL:	<b>410,240</b>
<b>PROPOSED Line Item Amount:</b>	<b>462,627</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>437,789</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>12.8%</b>
% Change to Previous Year Budget	<b>5.7%</b>
Dollar difference between proposed budget & current budget	<b>24,838</b>

**NARRATIVE:**

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

**Spread:**

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



**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5645</b></span> <span style="margin-left: 100px;">Description: <b>SIP 401a Plan</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>0</b>
PROJECTED ACTIVITY to END of FY:	<b>58,752</b>
Projected YEAR END TOTAL:	<b>58,752</b>
<b>PROPOSED Line Item Amount:</b>	<b>30,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>30,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(48.9%)</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**  
**DRAFT**  
 Budget Worksheet

**Fiscal Year**  
**2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5681</b></span> <span style="margin-left: 100px;">Description:</span> <span style="margin-left: 20px;"><b>Legal</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>32,921</b>
PROJECTED ACTIVITY to END of FY:	<b>30,000</b>
Projected YEAR END TOTAL:	<b>62,921</b>
<b>PROPOSED Line Item Amount:</b>	<b>60,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>57,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(4.6%)</b>
% Change to Previous Year Budget	<b>5.3%</b>
Dollar difference between proposed budget & current budget	<b>3,000</b>

**NARRATIVE:**

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

HansonBridgett	\$60,000
<b>Total</b>	<b>\$60,000</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5682</span> Description: <span style="float: right;">Engineering</span>	
Actual Amount As Of: <span style="float: right;">31-Jan 2011</span>	3,254
PROJECTED ACTIVITY to END of FY:	3,000
Projected YEAR END TOTAL:	6,254
<b>PROPOSED Line Item Amount:</b>	<b>14,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	14,000
% Change Actual Year End compared to Proposed Line item amount.	123.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;"><b>5683</b></span> Description: <b>Financial Services</b>	
Actual Amount As Of: 31-Jan 2011	<b>15,531</b>
PROJECTED ACTIVITY to END of FY:	<b>11,000</b>
Projected YEAR END TOTAL:	<b>26,531</b>
<b>PROPOSED Line Item Amount:</b>	<b>31,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>31,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>16.8%</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

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

	<b>FY 11/12</b>
Financial Audit Service	\$16,000
Accounting Services	\$15,000
Total	<u><u><b>\$31,000</b></u></u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5684</b></span> <span style="margin-left: 100px;">Description: <b>Payroll Taxes</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>62,087</b>
PROJECTED ACTIVITY to END of FY:	<b>45,000</b>
Projected YEAR END TOTAL:	<b>107,087</b>
<b>PROPOSED Line Item Amount:</b>	<b>114,658</b>

Approved Line Item Amount:

<b>PREVIOUS YEAR BUDGET:</b>	<b>111,951</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>7.1%</b>
<b>% Change to Previous Year Budget</b>	<b>2.4%</b>
Dollar difference between proposed budget & current budget	<b>2,707</b>

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

**Line Item**

**Amount**

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		<b>SOCIAL SECURITY 6.20%</b>	<b>MEDICARE 1.45%</b>	<b>TOTAL</b>
TOTAL PAYROLL	<b>\$ 1,603,229</b>			
AMOUNT SUBJECT TO SOCIAL SECURITY	<b>\$ 1,474,367</b>	\$ 91,411		\$ 91,411
AMOUNT SUBJECT TO MEDICARE	<b>\$ 1,603,229</b>		\$ 23,247	\$ 23,247
TOTAL				<b>\$ 114,658</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2011/2012

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5687</span> Description: <span style="margin-left: 100px;">Memberships &amp; Subscriptions</span>	
Actual Amount As Of: 31-Jan 2011	36,317
PROJECTED ACTIVITY to END of FY:	24,000
Projected YEAR END TOTAL:	60,317
<b>PROPOSED Line Item Amount:</b>	<b>57,950</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	56,950
% Change Actual Year End compared to Proposed Line item amount.	(3.9%)
% Change to Previous Year Budget	1.8%
Dollar difference between proposed budget & current budget	1,000

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

Increase in BAWSCA Annual Assessments

**Spread:**

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

Worksheet 5687A			
Budget Detail Worksheet			
<b><u>Line Item: Memberships &amp; Subscriptions</u></b>			<b>Description</b>
<b>Acct. No. 5687</b>		<b>Amount</b>	
ACWA	\$10,000	Membership dues	
ACWA	\$10,000	Delta Sustainability Dues	
AWWA	\$2,000	Membership dues and technical publications	
BAWSCA	\$25,000	Annual assessment & dues	
California Emergency Utilities	\$500	Annual Membership	
Chamber of Commerce	\$600	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$4,000	Membership dues	
IAMPO	\$100	Subscription for Backflow Prevention Magazine	
Miscellaneous	\$1,000	Miscellaneous Dues/Memberships/Subscriptions	
Springbrook Users Group	\$50	Annual Users Group for Springbrook Software	
Water Education Foundation	\$1,000	Membership dues and technical publications	
Water ReUse	\$600	Annual Association Dues	
Wellness Program	\$2,500	Wellness Program group membership in health club	
West Group (Formally Barclays)	\$600	Updates on California Code of Regulations regarding construction laws	
<b>TOTAL</b>	<b>\$57,950</b>		



**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5688</b> Description: <b>Election Expense</b>	
Actual Amount As Of: 31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

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

**NARRATIVE:**

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	<b>5689</b>	Description: <b>Union Expenses</b>
Actual Amount As Of:	31-Jan 2011	<b>2,040</b>
PROJECTED ACTIVITY to END of FY:		<b>0</b>
Projected YEAR END TOTAL:		<b>2,040</b>
<b>PROPOSED Line Item Amount:</b>		<b>6,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>12,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>194.1%</b>
% Change to Previous Year Budget	<b>(50.0%)</b>
Dollar difference between proposed budget & current budget	<b>-6,000</b>

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5700</span> Description: <span style="float: right;">County Fees</span>	
Actual Amount As Of: <span style="float: right;">31-Jan 2011</span>	10,805
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	10,805
<b>PROPOSED Line Item Amount:</b>	<b>16,200</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,800
% Change Actual Year End compared to Proposed Line item amount.	49.9%
% Change to Previous Year Budget	50.0%
Dollar difference between proposed budget & current budget	5,400

**NARRATIVE:**

Increase due to required Annual Encroachment Permit by San Mateo County.

1. The cost of the LAFCo budget, estimated .....	\$5,500.00
2. Hazardous Material Handling (Nunes & Denniston ) ....	\$3,500.00
3. Property Taxes	\$1,200.00
4. Annual Encroachment Permit	\$6,000.00
	\$16,200.00

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5705</b></span> <span style="margin-left: 100px;">Description: <b>State Fees</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>18,078</b>
PROJECTED ACTIVITY to END of FY:	<b>1,000</b>
Projected YEAR END TOTAL:	<b>19,078</b>
<b>PROPOSED Line Item Amount:</b>	<b>19,400</b>

Approved Line Item Amount:

<b>PREVIOUS YEAR BUDGET:</b>	<b>10,500</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>1.7%</b>
<b>% Change to Previous Year Budget</b>	<b>84.8%</b>
Dollar difference between proposed budget & current budget	8,900

**NARRATIVE:**

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

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

#3 RWQCB NPDES Annual Fee (estimated)

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

#1	\$15,000
#2	\$2,000
#3	\$1,400
#4	\$1,000
	\$19,400

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5711</b></span> Description: <b>Existing Bonds - 1998A</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>250,235</b>
PROJECTED ACTIVITY to END of FY:	<b>19,000</b>
Projected YEAR END TOTAL:	<b>269,235</b>
<b>PROPOSED Line Item Amount:</b>	<b>267,993</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>269,845</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(0.5%)</b>
% Change to Previous Year Budget	<b>(0.7%)</b>
Dollar difference between proposed budget & current budget	<b>-1,853</b>

**NARRATIVE:**

ABAG Pooled Financing Program Series 1998A

September 2011 Payment	\$254,610
March 2012 Payment	\$13,383
<b>Spread:</b>	<u>\$267,993</u>

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5712</b></span> Description: <span style="margin-left: 20px;"><b>Existing Bonds - 2006B</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>337,431</b>
PROJECTED ACTIVITY to END of FY:	<b>150,000</b>
Projected YEAR END TOTAL:	<b>487,431</b>
<b>PROPOSED Line Item Amount:</b>	<b>483,281</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>484,966</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>(0.9%)</b>
% Change to Previous Year Budget	<b>(0.3%)</b>
Dollar difference between proposed budget & current budget	<b>-1,685</b>

**NARRATIVE:**

CSCDA Pooled Financing Program Series 2006B

September 2011 Payment	\$335,852
March 2012 Payment	\$147,429
	\$483,281

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2011/2012**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5713</b></span> Description: <b>Cont. to CIP &amp; Reserves</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>313,865</b>
PROJECTED ACTIVITY to END of FY:	<b>313,865</b>
Projected YEAR END TOTAL:	<b>627,731</b>
<b>PROPOSED Line Item Amount:</b>	<b>695,705</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>627,731</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>10.8%</b>
% Change to Previous Year Budget	<b>10.8%</b>
Dollar difference between proposed budget & current budget	<b>67,974</b>

**NARRATIVE:**

Contribution to CIP & Reserves	\$ 695,705
	\$ 695,705

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT  
 PLANNED CAPITAL PROJECTS  
 FISCAL YEARS 11/12 THRU 20/21

DRAFT - June 9, 2011

Origin FY	Number		Priority	Projected FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY12-21 Totals
<b>Budget Projects up Priority Level --&gt;</b>			<b>3</b>												
<b>PIPELINE PROJECTS - * Pending Further Pressure Testing</b>															
06	01	Avenue Cabrillo Phase I (Permitting/Design)	2		100,000		-					-	-		\$100,000
06	01	Avenue Cabrillo Phase I (Construction)	2		-	347,000		-	-	-	-	-	-		\$347,000
		Avenue Cabrillo Phase II (Construction)	2		-	-	-	246,000	-	-	-	-	-		\$246,000
		Avenue Cabrillo Phase III (Construction)	2		-	-	-	-	479,000	-	-	-	-		\$479,000
		Small line decommission behind Main Street	2	25,000	-	-	-	-	-	-	-	-	-		\$0
06	02	Highway #1 South Phase I / II	3		-	-	-	-	-		80,000	100,000	1,200,000		\$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement	1		-	100,000	1,000,000					-	-		\$1,100,000
07	04	Bell-Moon Pipeline Replacement Project	3		-				60,000	250,000		-	-		\$310,000
		* Main Street Pipeline Replacement Project - Phase 3	3		-	-	-	-	-	90,000	249,000	-	-		\$339,000
		* Bridgeport Drive Pipeline Replacement Project	3		-	-	-	-	-	110,000	840,000	-	-		\$950,000
		Railroad Ave. Pipeline Relocation			-	148,000									\$148,000
		Rebuild Harbor 4" service vault	2	25,000	-	-	-	-	-	-	-	-	-		\$0
		Wave Valve Automation			-		30,000								\$30,000
		Crystal Springs Pipeline Air/Vacuum Relief Valves			-		20,000								\$20,000
12		Pipeline replacement projects			-					500,000		900,000		1,000,000	\$2,400,000
<b>WATER TREATMENT PLANTS</b>															
99	05	Denniston - Maintenance Dredging	1	25,347	30,000	31,000	32,000	33,000	34,000	35,000	36,000	37,000	37,000		\$305,000
10	02	Denniston - Intake construction	1				100,000						0		\$100,000
		Denniston - Treated Water Booster Station				200,000									\$200,000
10	03	Nunes - Backwash Variable Rates Project - design/build	3	25,000									-		\$0
10	04	Nunes - Floc Drive Repair	2	45,000	50,000								-		\$50,000
08	05	Nunes - Plant Painting	3	12,500	12,500	12,500	12,500						-		\$37,500
08	06	Nunes - Filter to Waste System	3			5,000	75,000						-		\$80,000
08	07	Nunes - Filter Valve Replacement	2		-	-	-	30,000	30,000	30,000	30,000	30,000	-		\$150,000
12		Nunes - Return Washwater Pump Replacement					25,000								\$25,000
12		Nunes - Hydropneumatic System Improvements			40,000										\$40,000
		Nunes - DR5000 Analyzer			8,000										\$8,000
		Nunes - Access Road Repaving					100,000								\$100,000
<b>FACILITIES &amp; MAINTENANCE</b>															
09	07	AMR Program + Fixed Network	1	50,000	-	-	300,000	400,000	400,000	-	100,000	-	-		\$1,200,000
08	08	PRV Valves Replacement Project**	2	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		\$180,000
99	01	Meter Change Program**	1	30,000	30,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		\$200,000
09	09	Fire Hydrant Replacement**	2	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		\$180,000
09	23	District Digital Mapping	3	75,000	75,000	50,000	25,000	-	-	-	-	-	-		\$150,000
<b>EQUIPMENT PURCHASE &amp; REPLACEMENT</b>															
99	02	Vehicle Replacement	1	18,000	-	-	-	-	30,000	30,000	30,000	30,000	-		\$120,000
99	03	Computer System	1	10,000	12,000	6,000	5,000	5,000	5,000	5,000	5,000	5,000	-		\$48,000
99	04	Office Equipment/Furniture	1	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000		\$27,000
06	03	SCADA/Telemetry/electrical controls	1		750,000	150,000						-	-		\$900,000
08	09	Dump Truck	1		-	-		100,000	-			-	-		\$100,000
08	10	Backhoe	1		-	-	80,000	-	-			-	-		\$80,000
08	12	New Service Truck Box (old dumptruck conversion)	3		-	-		50,000	-			-	-		\$50,000
		Billing System Upgrade	2		70,000	-	-	-	-	-	-	-	-		\$70,000



**PUMP STATIONS / TANKS / WELLS**

06	04	Hazen's Tank Replacement	2		-	280,000							-	-	\$280,000
		Crystal Springs Spare 350 HP pump	2			-	-	50,000	-	-	-	-	-	-	\$50,000
		Crystal Springs Rebuild spare 500 HP	2			25,000	-	-	-	-	-	-	-	-	\$25,000
12		Crystal Springs Surge Tank Control Improvements				30,000									\$30,000
12		Crystal Springs Tunnel Air Duct Replacement					40,000								\$40,000
		Crystal Springs Check Valve Replacement			25,000	25,000									\$50,000
		Crystal Springs stainless steel inlet valves	2			-	-	-	-	100,000	-	-	-	-	\$100,000
06	05	Well Rehabilitation	2				25,000								\$25,000
08	14	Alves Tank Recoating, Interior+Exterior	1		100,000			250,000	-						\$350,000
08	16	Cahill Tank Exterior Recoat	2			-		150,000							\$150,000
08	17	EG Tank #2 Recoat + Ladder	2		200,000										\$200,000
12		EG Tank #2 MCC Repairs & Spare Pump			40,000										\$40,000
		EG Tank #2 Fence Replacement			25,000										\$25,000
		EG Tank #2 pump station pump replacement	2	23,185											\$0
08	18	EG Tank #3 Recoating Interior + Exterior	2					260,000							\$260,000
		EG Tank #3 Fence Replacement			25,000	-	-	-	-	-	-	-	-	-	\$25,000
		Miramar Tank Altitude Valve Replacement	2			-	-	30,000	-	-	-	-	-	-	\$30,000
		Miramar Tank Fence Replacement			25,000										\$25,000
		Alves Tank Altitude Valve Replacement	2			-	-	30,000	-	-	-	-	-	-	\$30,000
		Half Moon Bay Tank #1 Int & Ext Recoat	1		300,000	-	-	-	-	-	-	-	-	-	\$300,000
		Half Moon Bay Tank #2 Int & Ext Recoat	1			-	-	-	-	-	200,000	-	-	-	\$200,000
		Half Moon Bay Tank #3 Int & Ext Recoat	1			-	-	-	-	-	-	-	200,000	-	\$200,000
		Pump Station Chlorine analyzer replacements (4)	2		10,000	10,000	10,000	-	-	-	-	-	-	-	\$30,000
09	18	New Pilarcitos Well	3				150,000								\$150,000
09	19	Pilarcitos Canyon Blending Station	2		100,000										\$100,000

**DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS**

08	19	Denniston Short Term WTP Modifications	1	50,000											\$0
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**DENNISTON WTP (LONG-TERM) IMPROVEMENTS**

08	22	Denniston Pre/Post Treatment Design	1	400,000											\$0
08	23	Denniston Pre/Post Treatment Construction	1		4,000,000	1,500,000									\$5,500,000

**NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS**

08	24	Nunes WTP Short Term Modifications	1	900,000											\$0
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**NUNES WTP (LONG-TERM) IMPROVEMENTS**

08	26	Install Air Scour for Filters	2					100,000							\$100,000
08	27	Modify Filters for Rate of Flow Control	2					260,000							\$260,000

**WATER SUPPLY DEVELOPMENT**

09	21	Reclamation Project Planning													\$0
09	22	Water Supply Alternatives Evaluation	1	100,000											\$0
		Denniston/San Vicente EIR			300,000										\$300,000
		San Vicente Design			300,000										\$300,000
		San Vicente Construction					2,000,000								\$2,000,000
		Water Supply Reliability Program													\$0

<b>TOTALS</b>					\$1,857,032	\$6,670,500	\$2,992,500	\$4,122,500	\$2,027,000	\$1,201,000	\$1,113,000	\$1,633,000	\$1,165,000	\$1,500,000	\$1,000,000	\$23,424,500
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FY10 Budget Totals \$3,459,500 \$3,087,500 \$4,339,500 \$2,277,500 \$1,817,000 \$1,451,000 \$863,000 \$1,883,000 \$515,000 \$1,750,000

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** June 14, 2011

Report

Date: June 9, 2011

**Subject:** General Manager's Report

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### **Recommendation:**

None. Information only.

### **Background:**

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

#### **1. Water Day Recognition**

I would like to recognize the efforts of the many District staff members who helped plan and execute the District's first Water Day, held on May 14. Cathleen Brennan, Water Resources Analyst, led the effort and will discuss this successful event further in her report.

#### **2. Nurserymen's Exchange Bankruptcy**

Nurserymen's Exchange, one of the District's largest customers, filed a Chapter 11 bankruptcy petition on May 23, 2011. At the time of the filing, Nurserymen's owed the District a balance of approximately \$47,000. The District will have to file a claim for this amount with the bankruptcy court, joining Nurserymen's other unsecured creditors. In accordance with bankruptcy rules, staff will send Nurserymen's a written demand for a deposit to secure payment for water use occurring after the May 23 filing date. According to Nurserymen's General Counsel Don Mendel, the company anticipates continued operation, and the bankruptcy trustee will make provisions for utility payments necessary to sustain their operation.

## **MONTHLY REPORT**

**To:** David Dickson, General Manager  
**From:** Joe Guistino, Superintendent of Operations  
**Agenda:** June 14, 2011

**Report**  
**Date:** June 3, 2011

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### **Monthly Highlights**

#### Water Day

Our first annual water day showed a reasonable attendance and heightened the awareness of drinking water in the community.

#### Unidirectional Flushing Program

Planning for unidirectional flushing of Ocean Colony is complete and flushing will occur in June.

#### Denniston Treatment Plant Improvement Project

The bid process is complete for this job with Anderson Pacific Construction winning the job with low bid and excellent experience. This is a good company that we have worked with successfully in the past.

### **Source of Supply**

Pilarcitos Reservoir and Crystal Springs Reservoir were the major source of supply for the month of May.

### **Systems Improvement**

#### Beautification

- Hauled scrap metal from Nunes.
- Purchased a special attachment for our compressor and sand blasted graffiti off of District Center outside walls.
- Weed abatement at Nunes, Denniston well sites, Pilarcitos Canyon well sites, District Center, trail to the SFPUC Stone Dam meter and El Granada tank sites.
- Cleaned up around Nunes and miscellaneous painting in prep for Water Day.
- Trucks cleaned up, outside and in.
- Cleaned up shop and field office.

#### Water Day

Coastside County Water District's first annual Water Day took place on 14 May. A little over 60 people attended with 53 taking the tour of the Nunes Water Treatment Plant (WTP). Staff spent many hours planning the event, cleaning and improving the

facilities and compiling slide shows to make this a successful event. We have received some good feedback on the event and, although it can't be quantified, we believe the event was good for the District's standing in our community.

#### Backflow Program

Reviewed Andreini's properties behind Ace Hardware to determine which meters will require backflow devices.

#### Portable Radios

We have purchased two portable walkie talkies for use in Pilarcitos Canyon as well as to assist in traffic control when working in the streets.

#### Board Room

The TV monitors that were used for Water Day were mounted in the Board Room to assist in presentations and training throughout the year.

#### Nunes WTP Access Road

The numerous potholes on the Nunes access road were patched in May, greatly improving the safety of chemical delivery.

#### **Update on Other Activities:**

##### Lead and Copper Testing

We have updated our customer participation list in our triennial Lead and Copper Sampling Program mandated by the Safe Drinking Water Act. Letters will be sent to these individuals in June reminding them that the sampling will take place in July and to expect a bottle delivery to their door a few days before the date of sampling.

##### Nunes Filter Surveillance

The Surface Water Treatment Rule of the Safe Drinking Water Act requires that our filters be surveyed annually. We hired a filter consultant to perform this function for us this year at the Nunes WTP. The surveillance involves media inspection, measurement and analysis as well as a review of our operating practices. Staff closely observed the work that was done and we should be able to do future surveys in-house.

##### Fire Hydrant Replacement and Repair

The Coastside Fire Protection District has been inspecting the hydrants in the system this spring and forwarding required repairs to us for completion. Crews repaired 10 hydrants and replaced 2 in May.

##### Unidirectional Flushing Program

In May, I completed the planning for unidirectional flushing of Ocean Colony and Moon Ridge. The exercising of the valves will occur in the beginning of June and the flushing will take place on the week of 13 June.

## Princeton Avenue

Field Staff has been coordinating with San Mateo County for the paving of Princeton Avenue in Princeton this summer. The paving will affect the valve boxes and a few select meters in the area that they are paving.

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

### Meetings Attended

- 4 May - Met with Resource Conservation District (RCD) to discuss Randtron Road improvements in Pilarcitos Canyon.
- 9 May - Advanced Environmental Services (AES) kickoff meeting for Environmental Impact Report for San Vicente water rights perfection.
- 10 May - O&M Staff meeting
- 10 May - Water Day planning meeting
- 10 May - ICMA meeting
- 18 May - Joint Powers Insurance Agency (JPIA) annual assessment.
- 19 May - Met with Ed Cropley at the Ritz Carlton to go over their water service.
- 19 May - Met with consultant Larry McCollum to tour the Denniston Watershed for our upcoming Watershed Sanitary Survey due this year.
- 23 May - Met with Franco Carrubba for fixture unit count assessment at Shoreline Station.
- 24 May - All employee meeting.
- 24 May - Facilities Committee meeting
- 25 May - Met with Eddie Andreini as to backflow requirements on his properties.

### Safety Meetings and Training

The Safety Committee met on 13 May. CINTAS safety training occurred on the same day with sexual harassment training. Jack Whelen, Duffy, Damrosch and Winch were in attendance.

#### Tailgate safety sessions in May

- Preventing Heat Related Illnesses
- Electrical Safety
- Safety Checkup of Worksites
- Confined Spaces
- Dealing with Dogs

### JPIA Assessment

Treatment/Distribution Operator Jon Bruce escorted JPIA rep Jon Hoff around select District sites for his annual assessment. He once again gave us a favorable review with very few items listed for improvement. He also encouraged us to participate in their safety incentive program for the following:

- Nunes light changing procedure using lights suspended on pulleys rather than using ladders.
- Non-slip coating improvements made to Nunes stairs.

- Clean-in-place cart for the on-site hypochlorite generator.
- Sedimentation basin ladder
- Ladder improvements on our tanks

#### Treatment Operator Training

Logan Duffy continues to receive treatment operator training at the Nunes WTP under the guidance of Steve Twitchell and Sean Donovan.

Confined space training on specific site spaces was conducted at Nunes WTP in May.

#### **Regulatory Agency Interaction**

##### California Department of Public Health (DPH)

There was no interaction with the DPH in May.

#### **Projects**

##### Tank Recoating Projects

The specifications for repairs, internal lining and external coating of the Half Moon Bay Tank 1 have been sent out to select contractors and posted in the local paper. Bid open date is set for 5 July.

##### Denniston Treatment Improvement Project

Bids for this project were opened on 3 May, with Anderson Pacific Construction coming in as the low bid. See Staff Report this board meeting.

In preparation for the construction, crews started the removal process of all chemicals on the Denniston site. They also removed and properly disposed of the catwalk and chemical batch tanks. The air compressors and related hardware were delivered to Nunes WTP for storage.

Our rock pile at Denniston was relocated to an approved spot on Dave Lea's farm temporarily until the Denniston Treatment Plant Improvement Project is complete.

# Monthly Report

**To:** David Dickson, General Manager  
**From:** Cathleen Brennan, Water Resource Analyst  
**Agenda:** June 14, 2011  
**Subject:** Water Resources Report

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This report is provided as an update on water resources activities. The report includes the following items:

- Water Day Celebration
- 

## □ Water Day Celebration

The District celebrated its first Water Day event on Saturday, May 14<sup>th</sup>. Attendees were able to tour the Nunes Water Treatment Plant, view two different slide shows and observe how a water meter works. The most popular activity was the tour of the Nunes Water Treatment Plan. Fifty-three Water Day attendees went on the tour and gave very positive feedback.



I would like to express my heartfelt thank you to everyone who attended and to everyone who contributed toward this successful event. Special thanks to Cabrillo Unified School District for allowing the District the use of the Half Moon Bay High School property and to Naomi Patridge for allowing the District to use the softball field facilities.

Thank you to Director Ken Coverdell who originated the idea to have an event that celebrated water and for spending time talking with attendees. I would also like to thank President Bob Feldman and Director Chris Mickelsen for attending and participating in the Water Day celebration.

All District staff contributed toward planning and hosting the District's Water Day celebration and all deserve a big thank you. I would like to recognize the following staff for their extra contributions toward making Water Day a success.

Gina Brazil	Jon Bruce	John Davis
David Dickson	Sean Donovan	Joe Guistino
Don Patterson	Sue Turgeon	Jack Whelen
JoAnne Whelen	Steve Twitchell	

