

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 14, 2012 - 6:00 p.m.

AGENDA

1) ROLL CALL

2) PUBLIC COMMENT

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

3) CLOSED SESSION

A. Conference with Legal Counsel

Pursuant to California Government Code Section §54956.9(b)

Anticipated Litigation - Significant Exposure to Litigation: One Potential Case

4) RECONVENE TO OPEN SESSION

Report on Action Taken in Closed Session

5) ADJOURNMENT

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

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 14, 2012 - 7:00 p.m.

AGENDA

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

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

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

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

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

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

4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending July 31, 2012: Claims: \$1,245,897.44; Payroll: \$79,100.58 for a total of \$1,324,998.02 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Monthly Water Transfer Report ([attachment](#))
- D. Approval of Minutes of July 10, 2012 Board of Directors Special Meeting ([attachment](#))
- E. Approval of Minutes of July 10, 2012 Board of Directors Meeting ([attachment](#))
- F. Approval of Minutes of July 18, 2012 Board of Directors Special Meeting ([attachment](#))
- G. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report ([attachment](#))
- H. Total CCWD Production Report ([attachment](#))
- I. CCWD Monthly Sales by Category Report ([attachment](#))
- J. July 2012 Leak Report ([attachment](#))
- K. Rainfall Reports ([attachment](#))
- L. San Francisco Public Utilities Commission Hydrological Report for July 2012 ([attachment](#))
- M. Notice of Completion –Half Moon Bay Tank No. 1 Recoating and Repair Project ([attachment](#))
- N. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year 2011-2012 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Agreement for Water Distribution Main Extension - Highland Avenue, El Granada ([attachment](#))
- B. Approval of Water Service Agreement for Coastside Senior Housing Limited Partners 925 Main Street Senior Housing Project ([attachment](#))
- C. Resolution 2012-06 - Adopting the Half Moon Bay Terrace Voluntary Cooperative Memorandum of Understanding ([attachment](#))
- D. Coastside County Water District Advisory Committees ([attachment](#))
- E. Denniston Water Treatment Plant Improvement Project Status Update ([attachment](#))

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

- Kudos from our Customers
 - Coastal Commission Action on Big Wave Coastal Development Permit
 - Coastal Commission Approval of County Local Coastal Program Update
 - Water Treatment Supervisor Recruitment
- A. Operations Report ([attachment](#))
 - B. Water Resources Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

Accounts Payable

Checks by Date - Summary By Check Number

User: gbrazil
Printed: 7/27/2012 - 9:54 AM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
17695	ALL04	ALLIED WASTE SERVICES #9:	07/06/2012	0.00	323.91
17696	ASS05	ACWA/JPIA HEALTH BENEFIT	07/06/2012	0.00	60.18
17697	ASS08	ASSOC. CALIF. WATER AGEN	07/06/2012	0.00	9,192.00
17698	ATT01	AT&T MOBILTY	07/06/2012	0.00	51.99
17699	BFI02	BFI OF CALIFORNIA, INC.	07/06/2012	0.00	2,904.60
17700	CHE01	CHEVRON/TEXACO UNIVERS	07/06/2012	0.00	2,421.40
17701	COA15	COASTSIDE NET, INC	07/06/2012	0.00	130.19
17702	COU07	COUNTY OF SAN MATEO	07/06/2012	0.00	305.00
17703	HAR03	HARTFORD LIFE INSURANCE	07/06/2012	0.00	1,793.07
17704	ICM01	VANTAGEPOINT TRANSFER /	07/06/2012	0.00	40.00
17705	KAI01	KAISER FOUNDATION HEALT	07/06/2012	0.00	10,165.00
17706	OCE04	OCEAN SHORE CO.	07/06/2012	0.00	1,137.97
17707	PAC06	PACIFICA COMMUNITY TV	07/06/2012	0.00	250.00
17708	PUB01	PUB. EMP. RETIRE SYSTEM	07/06/2012	0.00	18,404.13
17709	SAN20	SAN FRANCISCO FIRE CREDI	07/06/2012	0.00	450.00
17710	VAL01	VALIC	07/06/2012	0.00	1,550.00
17711	COU05	RECORDER'S OFFICE	07/09/2012	0.00	18.00
17712	ASS01	HEALTH BENEFITS ACWA/JPI	07/20/2012	0.00	21,483.98
17713	ATT02	AT&T	07/20/2012	0.00	1,364.33
17714	CUL01	CULLIGAN SANTA CLARA, C	07/20/2012	0.00	861.00
17715	HAR03	HARTFORD LIFE INSURANCE	07/20/2012	0.00	1,793.07
17716	ICM01	VANTAGEPOINT TRANSFER /	07/20/2012	0.00	40.00
17717	MET06	METLIFE SBC	07/20/2012	0.00	1,392.95
17718	PAC01	PACIFIC GAS & ELECTRIC CO	07/20/2012	0.00	16,626.38
17719	PUB01	PUB. EMP. RETIRE SYSTEM	07/20/2012	0.00	19,553.05
17720	SAN20	SAN FRANCISCO FIRE CREDI	07/20/2012	0.00	450.00
17721	STA03	CA DPH DRINKING WATER PI	07/20/2012	0.00	165.00
17722	TEA02	TEAMSTERS LOCAL UNION #	07/20/2012	0.00	786.00
17723	VAL01	VALIC	07/20/2012	0.00	1,550.00
17724	WEL01	WELLS FARGO BANK, N.A	07/20/2012	0.00	261,436.83
17725	TWI01	STEVE TWITCHELL	07/20/2012	0.00	7,657.47
17726	A1001	A-1 SEPTIC TANK SERVICE	07/25/2012	0.00	525.00
17727	ADP01	ADP, INC.	07/25/2012	0.00	573.90
17728	ADV02	FRANK YAMELLO	07/25/2012	0.00	235.00
17729	ANA01	ANALYTICAL ENVIRONMEN	07/25/2012	0.00	596.73
17730	AND01	ANDREINI BROS. INC.	07/25/2012	0.00	23,552.45
17731	AND10	ANDERSON PACIFIC ENGINE	07/25/2012	0.00	414,184.82
17732	ANG01	ANGELO'S MUFFLER	07/25/2012	0.00	49.00
17733	ATT03	AT&T LONG DISTANCE	07/25/2012	0.00	110.49
17734	AZT01	AZTEC GARDENS, INC.	07/25/2012	0.00	190.00
17735	BAL04	BALANCE HYDROLOGICS, IN	07/25/2012	0.00	3,097.36
17736	BAY04	BAY VALVE SERVICE & ENGI	07/25/2012	0.00	41,315.00
17737	BAY05	BAY AREA WATER SUPPLY &	07/25/2012	0.00	6,314.25
17738	BFI02	BFI OF CALIFORNIA, INC.	07/25/2012	0.00	78.00
17739	BIG01	BIG CREEK LUMBER	07/25/2012	0.00	484.28

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
17740	BOR01	BORGES & MAHONEY, INC.	07/25/2012	0.00	947.18
17741	BRE01	CATHLEEN BRENNAN	07/25/2012	0.00	254.79
17742	CAL14	HELEN CALVERLEY	07/25/2012	0.00	100.00
17743	CAR02	CAROLYN STANFIELD	07/25/2012	0.00	485.00
17744	COA19	COASTSIDE COUNTY WATER	07/25/2012	0.00	252.80
17745	COR04	CORRPRO COMPANIES, INC.	07/25/2012	0.00	794.18
17746	CSG01	CSG SYSTEMS, INC	07/25/2012	0.00	2,314.75
17747	DEG01	SHARI DEGHI	07/25/2012	0.00	300.00
17748	EKI01	EKI INC.	07/25/2012	0.00	26,449.31
17749	FIR06	FIRST NATIONAL BANK	07/25/2012	0.00	2,144.60
17750	GRA03	GRAINGER, INC.	07/25/2012	0.00	1,330.76
17751	HAC01	HACH CO., INC.	07/25/2012	0.00	3,933.45
17752	HAL01	HMB BLDG. & GARDEN INC.	07/25/2012	0.00	258.40
17753	HAL04	HALF MOON BAY REVIEW	07/25/2012	0.00	182.00
17754	HAL24	H.M.B.AUTO PARTS	07/25/2012	0.00	21.41
17755	HAN01	HANSONBRIDGETT. LLP	07/25/2012	0.00	4,172.80
17756	HEA01	HEALTHWORKS	07/25/2012	0.00	189.00
17757	HEA02	THE HEAL PROJECT	07/25/2012	0.00	1,000.00
17758	HOM01	HOME DEPOT	07/25/2012	0.00	1,034.84
17759	IRO01	IRON MOUNTAIN	07/25/2012	0.00	396.71
17760	IRV01	IRVINE CONSULTING SERVIC	07/25/2012	0.00	2,105.00
17761	IRV02	IRVINE CONSULTING SERVIC	07/25/2012	0.00	623.91
17762	KEN03	KENNEDY/JENKS CONSULTA	07/25/2012	0.00	34,323.00
17763	KOM01	KOMAX SYSTEMS, INC	07/25/2012	0.00	7,900.00
17764	LOM01	GLENNA LOMBARDI	07/25/2012	0.00	99.00
17765	LYO01	CHRISTINE LYONS	07/25/2012	0.00	75.00
17766	MIS01	MISSION UNIFORM SERVICES	07/25/2012	0.00	313.68
17767	MUR01	KEVIN MURPHY	07/25/2012	0.00	100.00
17768	OFF01	OFFICE DEPOT	07/25/2012	0.00	281.44
17769	ONL01	ONLINE RESOURCES	07/25/2012	0.00	150.00
17770	ONT01	ONTRAC	07/25/2012	0.00	170.93
17771	PAC06	PACIFICA COMMUNITY TV	07/25/2012	0.00	250.00
17772	PAT05	DONALD PATTERSON	07/25/2012	0.00	200.00
17773	PAU01	PAULO'S AUTO CARE	07/25/2012	0.00	556.64
17774	PIT04	PITNEY BOWES	07/25/2012	0.00	198.00
17775	RIC01	RICOH AMERICAS CORPORA'	07/25/2012	0.00	827.25
17776	RIC02	RICOH AMERICAS CORP	07/25/2012	0.00	802.05
17777	ROB01	ROBERTS & BRUNE CO.	07/25/2012	0.00	10,138.04
17778	ROG01	ROGUE WEB WORKS, LLC	07/25/2012	0.00	375.00
17779	SAN03	SAN FRANCISCO WATER DEP	07/25/2012	0.00	242,845.60
17780	SAN05	SAN MATEO CTY PUBLIC HE	07/25/2012	0.00	626.00
17781	SER03	SERVICE PRESS	07/25/2012	0.00	352.33
17782	SEW01	SEWER AUTH. MID- COASTSI	07/25/2012	0.00	570.00
17783	STE02	JIM STEELE	07/25/2012	0.00	450.00
17784	STR02	STRAWFLOWER ELECTRONIC	07/25/2012	0.00	39.88
17785	TET01	JAMES TETER	07/25/2012	0.00	10,371.38
17786	TUR04	SUSAN TURGEON	07/25/2012	0.00	147.57
17787	UB*01040	EVERETT LAYMAN	07/25/2012	0.00	35.33
17788	UB*01041	VALI & HILLARY NOURI	07/25/2012	0.00	41.99
17789	UB*01042	ELENA YOUNG	07/25/2012	0.00	29.93
17790	UB*01043	LUCILLE COLE	07/25/2012	0.00	143.96
17791	UB*01044	HOMESTEAD REALTIES ATTP	07/25/2012	0.00	22.78
17792	UB*01045	ROBERT RONNER	07/25/2012	0.00	33.73
17793	UB*01046	PETER LEWIS	07/25/2012	0.00	9.14
17794	UB*01047	DANIEL ANDRUSE	07/25/2012	0.00	48.73

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
17795	UB*01048	DANIEL STEARNS	07/25/2012	0.00	28.50
17796	UB*01049	JULIE/JAY FORD	07/25/2012	0.00	75.00
17797	UB*01050	ALEX BABIT c/o JOANN BONI	07/25/2012	0.00	75.51
17798	UB*01051	MARIO MARCHESCHI	07/25/2012	0.00	62.52
17799	UND01	UNDERGROUND SERVICE AL	07/25/2012	0.00	329.04
17800	UNI15	UNIVAR USA INC	07/25/2012	0.00	6,039.04
17801	UPS01	UPS STORE	07/25/2012	0.00	558.32
17802	VER02	VERIZON WIRELESS	07/25/2012	0.00	686.22
17803	WES11	WEST COAST AGGREGATES,	07/25/2012	0.00	265.24
17804	WHE01	VIRGINIA WHELEN	07/25/2012	0.00	195.00
17805	WOO01	TOM WOOSNAM	07/25/2012	0.00	100.00

Report Total:	0.00	1,245,897.44
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COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Jul-12

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	774,952.02	592,357.00	182,595.02	30.8%	774,952.02	592,357.00	182,595.02	30.8%
TOTAL OPERATING REVENUE		774,952.02	592,357.00	182,595.02	30.8%	774,952.02	592,357.00	182,595.02	30.8%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	1,687.69	2,083.33	(395.64)	-19.0%	1,687.69	2,083.33	(395.64)	-19.0%
1-0-4180-00	Late Notice -10% Penalty	9,402.09	4,167.00	5,235.09	125.6%	9,402.09	4,167.00	5,235.09	125.6%
1-0-4230-00	Service Connections	1,431.67	666.66	765.01	114.8%	1,431.67	666.66	765.01	114.8%
1-0-4920-00	Interest Earned	880.29	885.00	(4.71)	0.0%	880.29	885.00	(4.71)	-0.5%
1-0-4930-00	Tax Apportionments/Cnty Checks	17,525.51	15,000.00	2,525.51	16.8%	17,525.51	15,000.00	2,525.51	16.8%
1-0-4950-00	Miscellaneous Income	15.00	3,083.33	(3,068.33)	-99.5%	15.00	3,083.33	(3,068.33)	-99.5%
1-0-4955-00	Cell Site Lease Income	9,880.88	9,793.66	87.22	0.9%	9,880.88	9,793.66	87.22	0.9%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		40,823.13	35,678.98	5,144.15	14.4%	40,823.13	35,678.98	5,144.15	14.4%
TOTAL REVENUES		815,775.15	628,035.98	187,739.17	29.9%	815,775.15	628,035.98	187,739.17	29.9%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	242,845.60	224,424.00	(18,421.60)	-8.2%	242,845.60	224,424.00	(18,421.60)	-8.2%
1-1-5230-00	Pump Exp, Nunes T P	2,342.65	2,198.00	(144.65)	-6.6%	2,342.65	2,198.00	(144.65)	-6.6%
1-1-5231-00	Pump Exp, CSP Pump Station	11,227.39	32,610.00	21,382.61	65.6%	11,227.39	32,610.00	21,382.61	65.6%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,431.97	1,009.00	(422.97)	-41.9%	1,431.97	1,009.00	(422.97)	-41.9%
1-1-5233-00	Pump Exp, Pilarcitos Can.	273.65	167.00	(106.65)	-63.9%	273.65	167.00	(106.65)	-63.9%
1-1-5234-00	Pump Exp. Denniston Proj.	629.85	1,662.00	1,032.15	62.1%	629.85	1,662.00	1,032.15	62.1%
1-1-5235-00	Denniston T.P. Operations	45.65	340.00	294.35	86.6%	45.65	340.00	294.35	86.6%
1-1-5236-00	Denniston T.P. Maintenance	8,682.78	3,000.00	(5,682.78)	-189.4%	8,682.78	3,000.00	(5,682.78)	-189.4%
1-1-5240-00	Nunes T P Operations	7,943.43	9,227.00	1,283.57	13.9%	7,943.43	9,227.00	1,283.57	13.9%
1-1-5241-00	Nunes T P Maintenance	627.92	3,333.33	2,705.41	81.2%	627.92	3,333.33	2,705.41	81.2%
1-1-5242-00	CSP Pump Station Operations	581.37	708.00	126.63	17.9%	581.37	708.00	126.63	17.9%
1-1-5243-00	CSP Pump Station Maintenance	947.07	3,333.00	2,385.93	71.6%	947.07	3,333.00	2,385.93	71.6%
1-1-5250-00	Laboratory Services	796.93	6,711.00	5,914.07	88.1%	796.93	6,711.00	5,914.07	88.1%
1-1-5318-00	Studies/Surveys/Consulting	0.00	5,666.60	5,666.60	100.0%	0.00	5,666.60	5,666.60	100.0%
1-1-5321-00	Water Conservation	2,609.92	6,183.00	3,573.08	57.8%	2,609.92	6,183.00	3,573.08	57.8%
1-1-5322-00	Community Outreach	682.00	2,933.00	2,251.00	76.7%	682.00	2,933.00	2,251.00	76.7%
1-1-5411-00	Salaries & Wages -Field	85,130.83	75,793.77	(9,337.06)	-12.3%	85,130.83	75,793.77	(9,337.06)	-12.3%
1-1-5412-00	Maintenance -General	10,164.02	13,650.00	3,485.98	25.5%	10,164.02	13,650.00	3,485.98	25.5%
1-1-5414-00	Motor Vehicle Expense	3,868.49	3,720.00	(148.49)	-4.0%	3,868.49	3,720.00	(148.49)	-4.0%

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	0.00	500.00	500.00	100.0%	0.00	500.00	500.00	100.0%
1-1-5610-00	Salaries/Wages-Administration	48,676.42	50,978.77	2,302.35	4.5%	48,676.42	50,978.77	2,302.35	4.5%
1-1-5620-00	Office Supplies & Expense	7,903.50	10,885.00	2,981.50	27.4%	7,903.50	10,885.00	2,981.50	27.4%
1-1-5621-00	Computer Services	3,234.10	6,250.00	3,015.90	48.3%	3,234.10	6,250.00	3,015.90	48.3%
1-1-5625-00	Meetings / Training / Seminars	774.79	1,666.66	891.87	53.5%	774.79	1,666.66	891.87	53.5%
1-1-5630-00	Insurance	14,847.62	18,750.00	3,902.38	20.8%	14,847.62	18,750.00	3,902.38	20.8%
1-1-5635-00	EE/Ret. Medical Insurance	30,858.76	37,656.83	6,798.07	18.1%	30,858.76	37,656.83	6,798.07	18.1%
1-1-5640-00	Employees Retirement Plan	35,757.11	37,428.38	1,671.27	4.5%	35,757.11	37,428.38	1,671.27	4.5%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	2,552.80	5,000.00	2,447.20	48.9%	2,552.80	5,000.00	2,447.20	48.9%
1-1-5682-00	Engineering	240.00	1,166.66	926.66	79.4%	240.00	1,166.66	926.66	79.4%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5684-00	Payroll Tax Expense	9,661.93	9,066.69	(595.24)	-6.6%	9,661.93	9,066.69	(595.24)	-6.6%
1-1-5687-00	Membership, Dues, Subscript.	5,722.25	5,366.66	(355.59)	-6.6%	5,722.25	5,366.66	(355.59)	-6.6%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	500.00	500.00	100.0%
1-1-5700-00	San Mateo County Fees	305.00	0.00	(305.00)	0.0%	305.00	0.00	(305.00)	0.0%
1-1-5705-00	State Fees	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL OPERATING EXPENSES		541,365.80	581,884.35	40,518.55	7.0%	541,365.80	581,884.35	40,518.55	7.0%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	261,436.83	261,437.00	0.17	0.0%	261,436.83	261,437.00	0.17	0.0%
TOTAL CAPITAL ACCOUNTS		261,436.83	261,437.00	(0.17)	0.0%	261,436.83	261,437.00	0.17	0.0%
TOTAL EXPENSES		802,802.63	843,321.35	40,518.72	4.8%	802,802.63	843,321.35	40,518.72	4.8%
NET INCOME		12,972.52	(215,285.37)	(228,257.89)	106.0%	12,972.52	(215,285.37)	(228,257.89)	106.0%

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
July 31, 2012**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$1,415,270.29
RATE STABILIZATION RESERVE	\$250,000.00
TOTAL DISTRICT RESERVES	\$1,665,270.29

ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$84,119.95
CSP T & S ACCOUNT	\$565,916.05
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,013,304.29
DISTRICT CASH ON HAND	\$1,930.00
TOTAL ACCOUNT BALANCES	\$1,665,270.29

This report is in conformity with CCWD's Investment Policy.

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2012-2013

7/31/2012

		Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
PIPELINE PROJECTS						
06-01	Avenue Cabrillo Phase 1 (Construction)	\$ 550,000	4,390	\$ 550,000	\$ -	
07-03	Pilarcitos Canyon Pipeline Replacement	\$ 100,000		\$ 100,000	\$ -	
	Main Street Pipeline Replacement Project	\$ 90,000		\$ 90,000	\$ -	
	Railroad Avenue Pipeline Replacement Project	\$ 148,000	2,596	\$ 148,000	\$ -	
	Avenue Portola Pipeline Replacement Project	\$ 100,000		\$ 100,000	\$ -	
WATER TREATMENT PLANTS						
99-05	Denniston Intake Maintenance	\$ 31,000	\$ 450	\$ 31,000	\$ -	
	Denniston - Intake Construction	\$ 100,000		\$ 100,000	\$ -	
	Denniston - Treated Water Booster Station	\$ 200,000		\$ 200,000	\$ -	
	Nunes Flash Mixer	\$ 15,000		\$ 15,000	\$ -	
	Nunes Sludge Ponds Level Indication	\$ 75,000		\$ 75,000	\$ -	
	Nunes - Replace Washwater Return Pump #2	\$ 15,000		\$ 15,000	\$ -	
	Nunes - Replace Sludge Ponds Sump Station Pump	\$ 25,000		\$ 25,000	\$ -	
FACILITIES & MAINTENANCE						
08-08	PRV Valves Replacement Program	\$ 20,000		\$ 20,000	\$ -	
99-01	Meter Change Program	\$ 30,000		\$ 30,000	\$ -	
09-09	Fire Hydrant Replacement	\$ 20,000		\$ 20,000	\$ -	
09-23	District Digital Mapping	\$ 50,000		\$ 50,000	\$ -	
EQUIPMENT PURCHASE & REPLACEMENT						
99-03	Computer System	\$ 6,000		\$ 6,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000		\$ 750,000	\$ -	
	Dump Truck	\$ 100,000		\$ 100,000	\$ -	
PUMP STATIONS / TANKS / WELLS						
	Crystal Springs Rebuild Spare 500 HP	\$ 25,000		\$ 25,000	\$ -	
	Crystal Springs Surge Tank Control Improvements	\$ 30,000		\$ 30,000	\$ -	
	Crystal Springs Check Valve Replacement	\$ 25,000		\$ 25,000	\$ -	
	CSPS New Air Control for Surge Tank	\$ 50,000		\$ 50,000	\$ -	
06-05	Well Rehabilitation - Denniston #2	\$ 35,000		\$ 35,000	\$ -	
08-14	Alves Tank Recoating (Interior/Exterior)	\$ 100,000		\$ 100,000	\$ -	
	Alves Tank Altitude Valve	\$ 50,000		\$ 50,000	\$ -	
	EG Tank #2 Electrical Panel Upgrade & Pump	\$ 50,000		\$ 50,000	\$ -	
08-17	EG Tank #2 Recoat & Ladder	\$ 200,000	\$ 2,501	\$ 200,000	\$ -	
	EG Tank #2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	
	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	
	Pilarcitos Canyon Blending Station	\$ 20,000	\$ 15,785	\$ 20,000	\$ -	

DENNISTON WTP (LONG-TERM) IMPROVEMENT

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2012-2013

7/31/2012

		Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
08-23	Denniston WTP Improvement Project	\$ 1,500,000	\$ 486,653	\$ 1,500,000	\$ -	

WATER SUPPLY DEVELOPMENT

	CCWD/MWSD Emergency Intertie - Planning	\$ 25,000		\$ 25,000	\$ -	
	San Vicente Design	\$ 300,000		\$ 300,000	\$ -	

FY 11-12 TOTALS \$ 4,873,000 \$ 512,375 \$ 4,873,000 \$ -

Previous CIP Projects - paid in FY 12/13

	HMB Tank #1 Interior/Exterior Recoating		\$ 794			
	Denniston Water Supply Development		\$ 3,097			
	Denniston/San Vicente EIR		\$ 597			

PREVIOUS YEAR TOTALS \$ - \$ 4,488 \$ - \$ -

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 12/13

	CSP Intake Tunnel Modifications		\$ 41,983			
	EG Pipeline Leak at Arroyo de en Medio		\$ 2,096			

NON-BUDGETED TOTALS \$ - \$ 44,079 \$ - \$ -

CIP TOTALS \$ 4,873,000 \$ 560,943 \$ 4,873,000

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Transfer Program	CIP	Denniston WTP Improvements Project	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Aug-11	1,383				1,913				3,297
Sep-11	1,569		346		372		1,967		4,255
Oct-11	4,330		319		2,627				7,276
Nov-11	2,766				1,843				4,609
Dec-11	3,272		319		106				3,697
Jan-12	3,910		718						4,628
Feb-12	2,784							825	3,609
Mar-12	1,583		273	2,481				2,020	6,358
Apr-12	3,522			4,844				55	8,421
May-12	4,524		410	6,258				1,365	12,556
Jun-12	3,192				2,059			878	6,129
Jul-12	2,553		410	473				737	4,173

TOTAL	35,389	0	2,794	14,056	8,921	0	1,967	5,879	69,007
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimburseable from Projects
Aug-11	1,353	9,096			10,449	
Sep-11	480	15,802		1,437	17,718	
Oct-11	480	17,798		3,296	21,574	3,296
Nov-11	480	12,774			13,254	
Dec-11	200	5,067			5,267	
Jan-12	939	23,677		845	25,461	845
Feb-12	1,615	4,651		845	7,111	845
Mar-12	320	2,319			2,639	
Apr-12	734	14,713			15,446	
May-12	480	14,643			15,123	
Jun-12	240	4,551			4,791	
Jul-12	240	8,948		1,183	10,371	1,183
TOTAL	7,561	134,039	0	7,605	149,205	6,169

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Report

Date: August 8, 2012

Subject: Monthly Water Transfer Report

Recommendation:

None. For Board information purposes only.

Background:

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

Since the previous Board meeting in May 2012, two .5---5/8" (10 gpm) partial capacity transfer applications and one---5/8" (20 gpm) transfer application were approved. A spreadsheet reporting these transfers follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Glenna Lombardi.

APPROVED WATER TRANSFERS FOR THE 2012 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# of CONNECTIONS	DATE
048-264-180	047-181-890	Keller to Kopiej, TRS	.5--5/8" (10 gpm)	Jul-12
048-264-180	047-181-900	Keller to Kopiej, TRS	.5--5/8" (10 gpm)	Jul-12
056-310-050	██████████	Home Soho, LLC to ██████████	one--5/8" (20 gpm)	Aug-12

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: July 2, 2012
RE: **Applications to Transfer Uninstalled Non-Priority Water Service Connection from Carolyn Keller to Krzystof and Genowefa Kopiej**

Glenna, I reviewed the Applications to transfer one half of a 5/8-inch uninstalled non-priority water service connection from property owned by Carolyn Keller (APN 048-264-180) to property owned by Krzystof and Genowefa Kopiej (APN 047-181-890 and APN 047-181-900).

These Applications are generally in order and satisfy the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

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

cc: David Dickson

July 9, 2012

Carolyn Keller
637 Toro, Apt. 1
San Luis Obispo, CA 93401

Krzystof and Genowefa Kopiej, Trustees
11050 Canyon Drive
San Jose, CA 95127

RE: Request to Transfer Two Partial Capacity Water Service Connections

Dear Property Owners:

This is confirmation that the Coastside County Water District has approved your request to transfer two partial capacity, .5---5/8" (10 gpm), non-priority water service connections. The result of these transfers is as follows:

- APN **048-264-180** has no present right to a water service connection from the Coastside County Water Districted; and
- APN **047-181-890** now has an additional .5—5/8" (10 gpm) for a total combined capacity of one---3/4" (30 gpm) non-priority water service connection from the Crystal Springs Project; and
- APN **047-181-900** now has an additional .5—5/8" (10 gpm) for a total combined capacity of one---3/4" (30 gpm) non-priority water service connection from the Crystal Springs Project.

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

Sincerely,

Glenna Lombardi

cc: David Dickson, General Manager

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: August 7, 2012
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Home Soho, LLC to [REDACTED]**

Glenna, I reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Home Soho, LLC (APN 056-310-050) to property owned by [REDACTED].

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

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

cc: David Dickson

August 8, 2012

Home Soho, LLC
P.O. Box 1330
Belmont, CA 94002
Attention: Ms. Yvonne Lau



RE: Request to Transfer a Water Service Connection

Dear Property Owners:

This is confirmation that the Coastside County Water District has approved your request to transfer one—5/8” (20 gpm) non-priority water service connection. The result of this transfer is as follows:

- APN **056-310-050** continues to have the remaining rights to 2.5---5/8” (20 gpm) non-priority water service connections from the Crystal Springs Project; and
- [REDACTED], now has one---5/8” (20 gpm) non-priority water service connection assigned to it from the Crystal Springs Project. *(Note: APN [REDACTED] is developed residential property and is being served by a one—5/8” (20 gpm) water service connection since 1994. With approval of this transfer application, Property #2 now has two—5/8” (20 gpm) non-priority water service connections assigned to it. The owners wish to remodel their home with an addition and upgrades.)*

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

Sincerely,

Glenna Lombardi

cc: David Dickson, General Manager

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 10, 2012

- 1) **ROLL CALL** - Vice-President Reynolds called the meeting to order at 6:01 p.m. Present at roll call: Directors Ken Coverdell, Bryan Hannegan, and Chris Mickelsen. Also present: David Dickson, General Manager; Patrick Miyaki, Legal Counsel; Cathleen Brennan, Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager. Everyone then stood for the Pledge of Allegiance.

2) **PUBLIC COMMENT**

Steve Johnson - 12 Ashdown Place, Half Moon Bay, CA - Introduced himself as a candidate for the Board position and commended the Board and Staff for the transparent manner in which the District is pursuing the process of filling the Board vacancy. He advised the Board that he would not be available for an interview if the July 17, 2012 date was scheduled, but would welcome any questions from the Board this evening. He expressed an interest in serving on the District's Board and indicated that he was planning to run for the election in November of 2013. He congratulated the Board again on their continued emphasis on transparency and focus on the commitment to doing what is best for the community.

3) **SPECIAL ORDER OF BUSINESS**

A. Process for Filling Vacancy on the Board of Directors by Appointment and Potential Appointment to Fill Vacancy

Mr. Dickson reviewed the requirements and alternatives available to the Board in the process of filling the vacancy. He then summarized the notes from the June 7, 2012 meeting of the Human Resources Committee (Attachment B), which included the Committee's suggested procedure for the interview process. He noted that the District had received a total of seven statements of interest and qualifications, but that candidate Dan

Haggerty had contacted the District earlier in the day to withdraw, leaving a total of six candidates for consideration.

Vice-President Reynolds thanked the District's Human Resources Committee for meeting and preparing the suggestions. The Board then began discussion of the candidate evaluation and selection process and the scheduling of the interviews.

ON MOTION BY Director Mickelsen and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to schedule July 18, 2012, with an alternate date proposed of July 17, 2012 for a Special Board meeting for the purpose of interviewing the candidates and making a possible appointment to the vacant Board position:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye

Mr. Miyaki indicated that he was not planning to attend the Special Meeting, at which point Vice-President Reynolds requested that Mr. Miyaki provide the Board with some guidelines concerning the Board candidate interviews and selection process prior to the date of the Special Meeting.

The Board then discussed the remaining suggestions from the Human Resources Committee as provided in Attachment B, the notes from the June 7, 2012 Human Resources Committee meeting and agreed upon a few revisions.

ON MOTION BY Director Mickelsen and seconded by Director Hannegan, the Board voted as follows, by roll call vote, to accept the suggestions provided in the document provided by the Human Resources Committee (Attachment B) as guiding principles in the selection process to fill the vacancy on the Board at this time with the following revisions incorporated: (Item 1) eliminate the reference to the number of candidates; (Item 4) to state that each Director will provide one question and at least one additional backup question (Item 5) to reflect that interview time will be 15 minutes per candidate, allowing a 3 minute candidate opening statement and an allowance of 3 minutes per question; (Item 8) was addressed in the previous motion regarding the selection of a date for the Special Meeting and (Item 9) to state that no follow-up questions will be allowed:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye

4) ADJOURNMENT

ON MOTION BY Director Hannegan and seconded by Vice-President Reynolds, the Board voted as follows, to adjourn the July 10, 2012 Special Meeting of the Coastside County Water District's Board of Directors:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye

The meeting was adjourned at 6:38 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, July 10, 2012

- 1) **ROLL CALL:** Vice-President Glenn Reynolds called the meeting to order at 7:02 p.m. Present at roll call: Directors Ken Coverdell, Bryan Hannegan 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. There were no members of the public in the audience.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending June 30, 2012:
Claims: \$1,392,023.07; Payroll: \$ 74,158.58; for a total of \$1,466,181.65
- B. Acceptance of Financial Reports
- C. Approval of Minutes of June 12, 2012 Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report
- G. June 2012 Leak Report
- H. Rainfall Reports
- I. San Francisco Public Utilities Commission Hydrological Report for June 2012
- J. Notice of Completion –Crystal Springs Intake Modification Project

**K. California Special Districts Association (CSDA) – 2012 Board Election
Region 3, Seat A**

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

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

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Directors Mickelsen and Hannegan both reported that they had participated in the July 6, 2012 meeting of the District's Human Resources Committee, which had been discussed previously during the special meeting.

6) GENERAL BUSINESS

A. Election of Board President and Vice-President

Director Coverdell opened the discussion by stating that he had reviewed the examples of Resolutions and Rules of the Board recently provided by Mr. Miyaki and commented that he was not sure there was an advantage to adopting a formal policy at this time and did not see the need to be confined by a set of regulations.

Director Mickelsen stated that he agreed with Director Coverdell and that he also did not see the need for a formal procedure and appreciated the flexibility the Board currently has to address the Board Presidency.

Director Hannegan commented that he was sensitive to the concerns raised previously in regards to having a familiarity with the District and its operations and that he was inclined to defer leadership roles to those individuals who have more seniority. He also stressed the importance of putting a policy or procedure in place that at a minimum, designates that

in the event of a vacancy of the President, the Vice-President must step in and preside over the meetings until such time that a President can be selected by the Board.

Vice-President Reynolds also agreed with having senior members of the Board serve as President and Vice-President, with the roles rotating among the Board members.

Board discussion ensued following Mr. Miyaki's clarification of the various requirements to address the officer positions.

ON MOTION BY Director Coverdell and seconded by Director Hannegan, the Board voted as follows, by roll call vote, to elect Director Chris Mickelsen to serve as the Board's President, with Director Glenn Reynolds to continue to serve as Vice-President of the Board:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye

Director Mickelsen deferred to Vice-President Reynolds to preside over the remainder of the meeting.

B. Consider approval of Resolution 2012-04 Establishing Appropriations Limit Applicable to District during Fiscal year 2012-2013

Mr. Dickson explained that the "appropriations limit" is the maximum amount of proceeds of taxes which the District can appropriate during the fiscal year and that this is an annual matter requiring the Board's approval.

ON MOTION BY Director Hannegan and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to approve Resolution 2012-04 Establishing the Appropriations Limit Applicable to the District during Fiscal Year 2012-2013:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
President Mickelsen	Aye

C. **Approval of Change Order No. 7 for Denniston Creek Water Treatment Plant Improvements Project**

Mr. Dickson reported that Change Order No. 7 addresses electrical control work needed to incorporate existing instrumentation and filter controls into the new control panel provided under the project. He also advised that this added cost is included in funding for the project under the I-Bank loan.

Board discussion ensued, with Mr. Dickson providing additional details of the project status. He advised the Board that staff will have a presentation on the project at the August 14, 2012 Board meeting and suggested that an on-site tour of the project be scheduled after the August Board meeting.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize the execution of Change Order No. 7 for Denniston Creek Water Treatment Plant Improvement Project:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
President Mickelsen	Aye

7) **GENERAL MANAGER'S REPORT**

1. **Televising of CCWD Meetings and Possibility of Web Streaming**

Mr. Dickson reviewed the schedule of the CCWD Board meetings broadcast by Pacific Community Television and informed the Board that staff is researching the costs and technical requirements for possible live-web streaming of Board meetings and would report on the subject at a future Board meeting. He also reminded the Board that Board meeting video can be viewed on the District's website.

2. **Department of Water Resources Review of 2010 Urban Water Management Plan**

- Mr. Dickson reported that the Department of Water Resources recently reviewed the District's 2010 Urban Water Management Plan confirmed that the report met all of the requirements of the California Water Code. He added that this is a testament to the excellent work done by Cathleen Brennan, the District's Water Resource Analyst, working together with consultant West Yost Associates.

A. Operations Report

Mr. Dickson reported that Mr. Guistino was not in attendance at the meeting as he was on vacation, and offered to answer any questions the Board may have on the Monthly Operations Report.

B. Water Resources Report

Ms. Brennan provided further details regarding the 2010 Urban Water Management Plan and explained the District's role in providing support to the Health, Environmental, Agriculture and Learning (HEAL) project as part of the local school education program. She also mentioned other school programs the District supports, including tours of District facilities and lesson plans prepared by the American Water Works Association (AWWA) and by the Water Education Foundation.

Ms. Brennan also reported on the Alliance for Water Efficiency, a new program for the District that serves as a voice on water efficiency and facilitates an extensive network of water efficiency professionals in North America. She also shared the Certificate of Appreciation presented to the District from the Environmental Protection Agency's Water Sense Program for the District's participation in the program and in completing the voluntary reporting.

Director Hannegan commented that, as a parent of a kindergartener, he has witnessed the benefits of the HEAL project with his daughter and appreciated the introduction and interaction of natural sciences education, including the hydrologic cycle and water use efficiency.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

Vice-President Reynolds expressed an interest in having two items placed on the agenda of a future Board meeting, including outreach options for the District and additional educational opportunities for Board participation with other agencies and organizations.

Director Hannegan commented that it was not an immediate priority, but that he would like to see proposed procedures for filling a vacancy of the Board's President position placed on an agenda and suggested that possibly the Human Resources Committee members could meet and follow up with recommendations to be presented at a future Board meeting.

9) ADJOURNMENT

ON MOTION BY Director Hannegan and seconded by Director Coverdell, the Board voted as follows, by roll call vote, to adjourn the July 10, 2012 meeting of the Coastside County Water District's Board of Directors:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
President Mickelsen	Aye

The meeting was adjourned at 7:58 p.m. The next meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, August 14, 2012.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Wednesday, July 18, 2012

- 1) **ROLL CALL** - President Mickelsen called the meeting to order at 6:03 p.m. Present at roll call: Vice President Reynolds and Directors Ken Coverdell and Bryan Hannegan. Also present: David Dickson, General Manager; Cathleen Brennan, Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** There were no public comments
- 4) **SPECIAL ORDER OF BUSINESS**

A. Interviews of Candidates to Fill Vacancy on the Board of Directors and Potential Appointment to Fill Vacancy

Mr. Dickson reviewed the key points of the protocol for the Board candidate interviews and selection procedures as outlined in the staff report. He then had each Director choose a random card from the supply of cards containing the names of the candidates. Director Coverdell drew the card for Jim Howie, Vice President Reynolds drew the name of Steve Flint, President Mickelsen drew the card bearing Steve Johnson's name and Director Hannegan drew Bob Feldman's name. All of the candidates were in attendance, with the exception of Dane Jones, who had advised staff that he had a deposition commitment at a location across the Bay and would make every attempt to attend the interview appointment.

The interview procedure was then explained to the candidates, which involved a 3-minute candidate opening statement period, followed by an allowance of 3 minutes to answer each of the questions prepared by the Board members, which would take place in the following order: Jim Howie, Steve Flint, Steve Johnson, Bob Feldman, and Dane Jones, who arrived shortly after the special meeting was underway.

Utilizing a timer, each of the candidates made a three minute opening statement and answered the questions prepared and submitted by the Board members in the following order:

- 1) How do you see the role of the Coastside County Water District in the community?
- 2) This can be a contentious community that we live in, how do you feel about the ability of a divided Board to navigate through the difficulty and challenges of a very contentious community or from other group perspectives going forward?
- 3) What, in your opinion, distinguishes a well run district from a mediocre run District?
- 4) What skills or characteristics that you possess do you think you could bring to this Board that it currently does not have?

Following the conclusion of each of the interviews, the candidates were invited back into the Board room at 6:58 p.m. Mr. Dickson reiterated the procedure that the Board had approved at the July 10, 2012 special meeting, which included staff polling the Directors to select and rank their top 3 candidates, and tallying the results, which would then be presented to the Board.

On behalf of the Board, President Mickelsen then thanked each of the candidates for their interest and willingness to serve on the CCWD Board. At 7:06 p.m. the ranking forms were collected from the Board; Mr. Dickson recorded the results which were then circulated to the Directors. President Mickelsen noted that Bob Feldman had received three first-place votes.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to approve Resolution No. 2012-05 appointing previous CCWD Board President Bob Feldman to fill the vacancy created by former President Jerry Donovan. The motion included an expression of appreciation to all of the candidates for their interest and participation in the interview process for this position:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
President Mickelsen	Aye

Brief discussion ensued, with the Board agreeing to immediately swear in Bob Feldman. President Mickelsen administered the oath of office, and Director Feldman took his seat at the Board table.

Director Coverdell commented that he was impressed with the talent, skills, and capabilities of the candidates and wondered if some type of outreach community advisory group outside of the Board could be formed to involve individuals with interests in serving the community.

Vice-President Reynolds agreed and suggested possibly creating a forum to encourage members of the public to participate in discussions about local issues and challenges in an informal setting.

Director Hannegan added that perhaps the District could ask interested members of the public for their opinions about how the Board could keep them engaged in current issues. He recommended that this type of forum could possibly be scheduled a half hour prior to a regularly scheduled Board meeting for a group discussion of a particular topic in a casual setting. He further suggested that this concept could possibly be placed on a future CCWD Board meeting agenda for further discussion by the Directors.

President Mickelsen stated that he liked the concept of hosting an informal forum and would be willing to consider exploring this notion further.

Director Feldman suggested that the Board establish a goal of promoting interest in the District now, before the next election in November of 2013. This could provide ample opportunities to recruit interested members of the public in discussion of issues facing the District prior to the election and could help ensure a good turnout of candidates. He added that he was very pleased and impressed with the caliber of candidates who participated in the interviews this evening and felt that it was a credit to this Board that so many qualified candidates expressed an interest in serving on the Coastside County Water District's Board of Directors.

5) ADJOURNMENT

ON MOTION BY President Mickelsen and seconded by Vice-President Reynolds, the Board voted as follows to adjourn the June 18, 2012 special meeting of the Coastside County Water District's Board of Directors:

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Feldman	Aye
President Mickelsen	Aye

The meeting was adjourned at 7:20 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, August 14, 2012.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Chris R. Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

2010 NON-PRIORITY LOTTERY RECIPIENTS
STATUS UPDATE

July 31, 2012

33.5 TOTAL SOLD CONNECTIONS (T&S FEES PAID)

0	INSTALLATION FEES NOT PAID
31.5	INSTALLATION FEES PAID/METER INSTALLED - FINALED
1	INSTALLATION FEES PAID/METER NOT INSTALLED - NEEDS TO INSTALL SERVICE LINE(s)
0	INSTALLATION FEES PAID/METER INSTALLED/OFF & LOCKED - NEEDS BACKFLOW TEST/DESTRUCTION CERTIFICATION - NOT FINALED
1	T&S FEES REFUNDED BACK TO CUSTOMER

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2013

	PILARCITOS WELLS	PILARCITO S LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	20.63	0.00	0.00	44.25	64.88	-0.13	65.01
AUG								
SEPT								
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	20.63	0.00	0.00	44.25	64.88	-0.13	65.01
% TOTAL	0.0%	31.8%	0.0%	0.0%	68.2%	100.0%	-0.19%	100.2%

12 Month Running Treated Total 667.02

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2012

	PILARCITOS WELLS	PILARCITO S LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	62.65	0.00	0.00	1.03	63.68	-0.18	63.86
AUG	0.00	61.34	0.00	0.00	6.38	67.72	-0.03	67.75
SEPT	0.00	68.54	0.00	0.00	4.81	73.35	0.48	72.87
OCT	0.00	50.99	0.00	0.00	4.67	55.66	0.09	55.57
NOV	11.6	21.80	0.00	0.00	23.48	56.88	-0.28	57.16
DEC	7.2	27.02	0.00	0.00	16.82	51.04	-0.275	51.31
JAN	5.97	0.00	0.00	0.00	32.21	38.18	0.577	37.60
FEB	9.84	0.00	0.00	0.00	27.17	37.01	1.008	36.00
MAR	13.66	6.35	0.00	0.00	22.64	42.65	0.108	42.54
APR	0.00	46.73	0.00	0.00	0.28	47.01	-0.003	47.01
MAY	0.00	68.01	0.00	0.00	1.62	69.63	0.995	68.64
JUN	0	34.09	0.00	0.00	33.78	67.87	2.317	65.56
	48.27	447.52	0.00	0.00	174.89	670.68	4.80	665.87
TOTAL	48.27	447.52	0.00	0.00	174.89	670.68	4.80	665.87
% TOTAL	7.2%	66.7%	0.0%	0.0%	26.1%	100.0%	0.72%	99.3%

COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 13

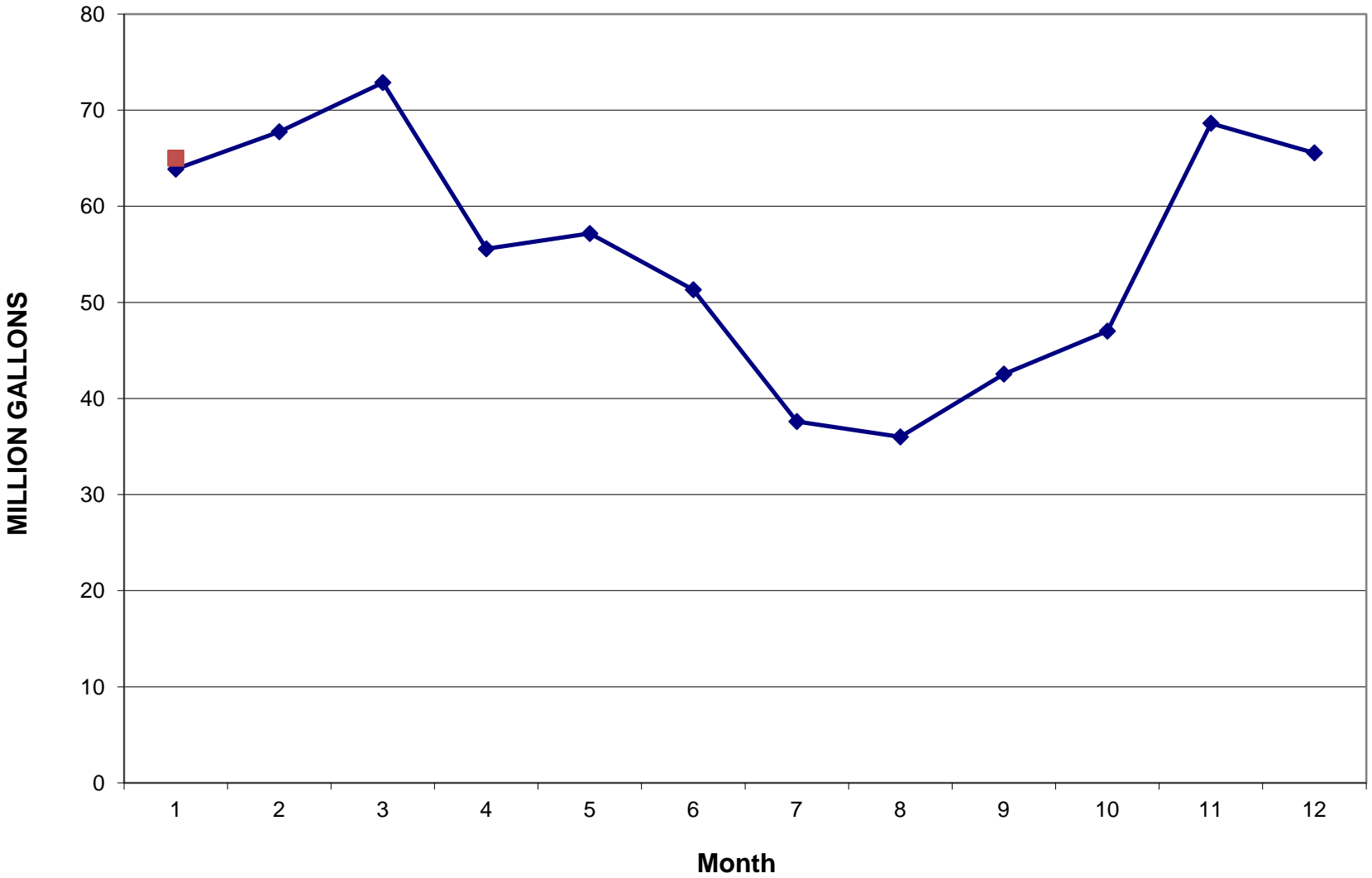
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.63	60.52	39.89	44.25	0.00	-44.25	64.88	60.52
Aug-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Sep-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Oct-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Nov-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Dec-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Jan-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Feb-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Mar-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Apr-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
May-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
Jun-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		
MG Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.63	60.52	39.89	44.25	0.00	-44.25	64.88	60.52

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	0.00	0.00	64.88	60.52	64.88	60.52	-4.36
% Total	0.00%	0.00%	100.00%	100.00%	107.20%		

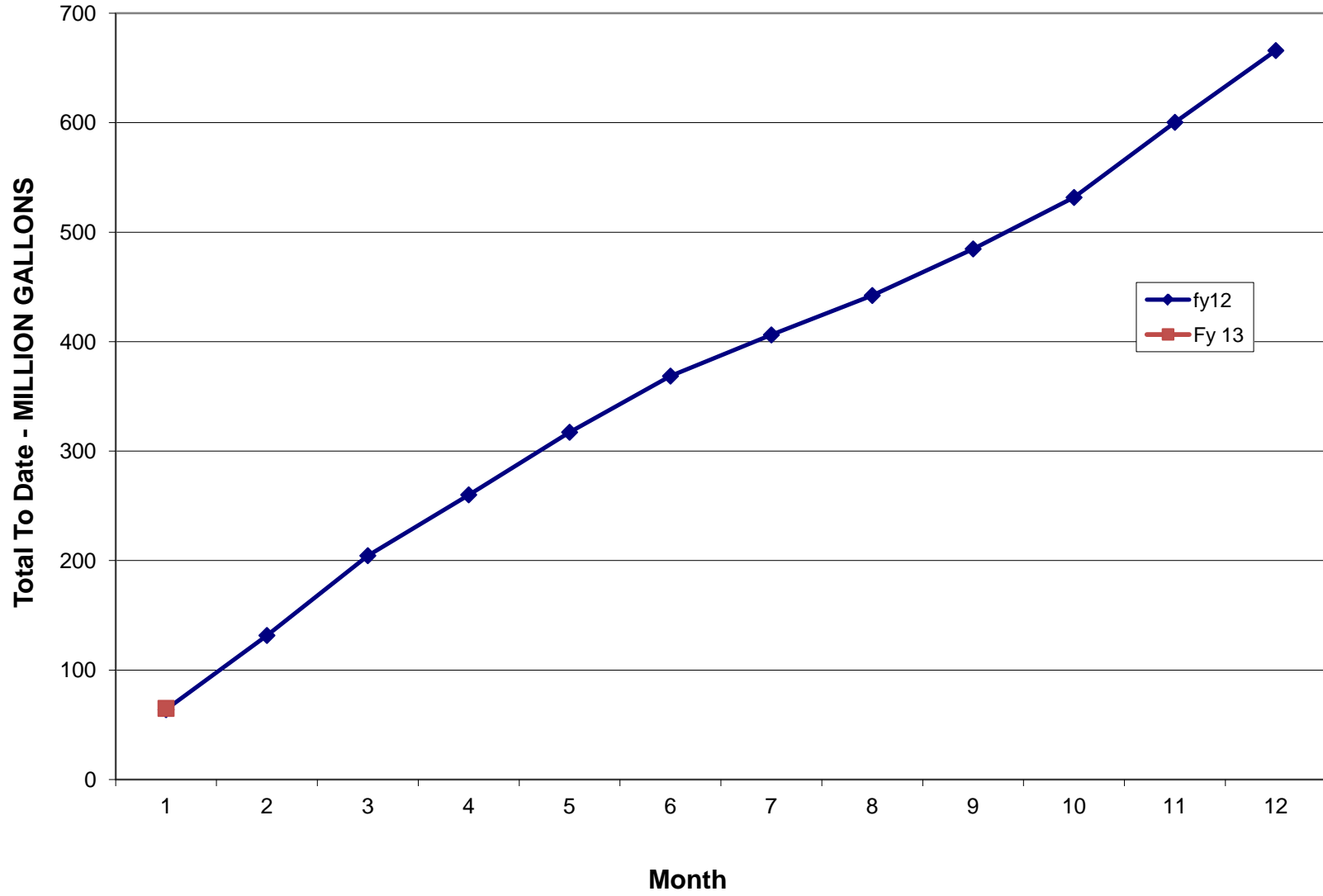
Adjusted (estimated for meter failure)

Monthly Production FY 11 vs. FY 12

FY12
FY 13



Cumulative Production FY 11 vs. FY12



Plant Water Use			Unmetered Water						
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Tank Level Difference	Total
JAN	0.000	1.532	1.532	0.000	0.055	0.015	0.010	0.498	0.577
FEB	0.000	1.439	1.439	0.000	0.007	1.023	0.010	-0.032	1.008
MAR	0.000	1.527	1.527	0.009	0.011	0.007	0.010	0.071	0.108
APR	0.000	1.462	1.462	0.000	0.009	0.097	0.010	-0.118	-0.003
MAY	0.000	1.588	1.588	0.000	0.022	0.019	0.003	0.952	0.995
JUN	0.000	1.083	1.083	0.250	0.028	2.317	0.003	0.061	2.659
JUL	0.000	1.887	1.887	0.000	0.019	0.862	0.003	-0.125	0.759
AUG	0.000		0.000						0.000
SEP	0.000		0.000						0.000
OCT	0.000		0.000						0.000
NOV	0.000		0.000						0.000
DEC			0.000						0.000
TOTAL	0.00	10.52	10.52	0.26	0.15	4.34	0.05	1.31	6.10

**Coastside County Water District Monthly Sales By Category (MG)
FY 2013**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.258												27.26
COMMERCIAL	6.155												6.16
RESTAURANT	3.000												3.00
HOTELS/MOTELS	4.223												4.22
SCHOOLS	2.768												2.77
MULTI DWELL	3.424												3.42
BEACHES/PARKS	0.865												0.87
FLORAL	7.336												7.34
RECREATIONAL	0.064												0.06
MARINE	1.236												1.24
IRRIGATION	15.892												15.89
Portable Meters	0.000												0.00
TOTAL - MG	72.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.22

Non Residential Usage 44.963 0.000 0.000 0.000 0.000 0.000 0.000 0.000 0.000 0.000 0.000 0.000
Running 12 Month Tot 654.55
 12 mo Ave Residential 30.75
 12 mo Ave Non Resider 23.80
 Total 54.55

FY 2012

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	25.339	44.609	24.355	44.659	20.269	31.474	21.373	37.948	18.862	32.287	20.628	45.267	367.07
COMMERCIAL	6.146	1.226	6.238	1.328	5.307	1.166	5.235	1.429	4.104	1.387	4.717	1.437	39.72
RESTAURANT	2.834	0.188	2.789	0.269	2.554	0.157	2.765	0.166	2.438	0.203	2.969	0.219	17.55
HOTELS/MOTELS	3.510	1.828	3.463	2.167	2.967	0.387	1.690	0.492	2.177	1.720	3.051	1.600	25.05
SCHOOLS	1.668	1.609	1.859	2.000	1.388	0.998	1.093	1.701	0.539	0.525	1.928	2.089	17.40
MULTI DWELL	2.786	2.732	3.041	2.958	2.550	2.366	2.696	2.492	2.452	2.597	2.714	2.580	31.96
BEACHES/PARKS	0.748	0.040	0.742	0.034	0.459	0.120	0.325	0.015	0.298	0.016	0.435	0.046	3.28
FLORAL	4.642	3.490	6.211	8.033	4.965	6.586	6.872	6.512	7.912	7.157	8.143	5.675	76.20
RECREATIONAL	0.052	0.193	0.037	0.221	0.028	0.171	0.046	0.159	0.034	0.442	0.039	0.328	1.75
MARINE	1.050	0.000	1.174	0.000	0.924	0.000	0.788	0.000	1.702	0.000	1.124	0.000	6.76
IRRIGATION	3.577	7.522	6.419	4.132	4.112	0.681	2.907	1.076	3.003	0.881	2.353	9.278	45.94
Portable Meters	0.000	0.539	0.000	0.821	0.000	0.188	0.000	0.148	0.000	0.148	0.000	0.148	1.99
TOTAL - MG	52.35	63.98	56.33	66.62	45.52	44.29	45.79	52.14	43.52	47.36	48.10	68.67	634.68

Non Residential Usage 27.013 19.367 31.972 21.964 25.254 12.820 24.417 14.190 24.661 15.076 27.473 23.400
Running 12 Month Total 634.68
 12 mo Ave Residential 30.86 30.11 30.00 29.74 29.57 29.70 29.85 30.22 30.18 30.27 30.29 30.59
 12 mo Ave Non Resider 21.80 21.29 21.01 20.88 21.34 21.53 22.12 22.18 22.63 22.67 22.43 22.30
 Total 52.66 51.40 51.01 50.62 50.91 51.23 51.97 52.40 52.81 52.94 52.72 52.89
 Aug-10 Sep-10 Oct-10 Nov-10 Nov-10 Dec-10 Jan-11 Feb-11 Feb-11 Mar-11 Apr-11 Apr-11

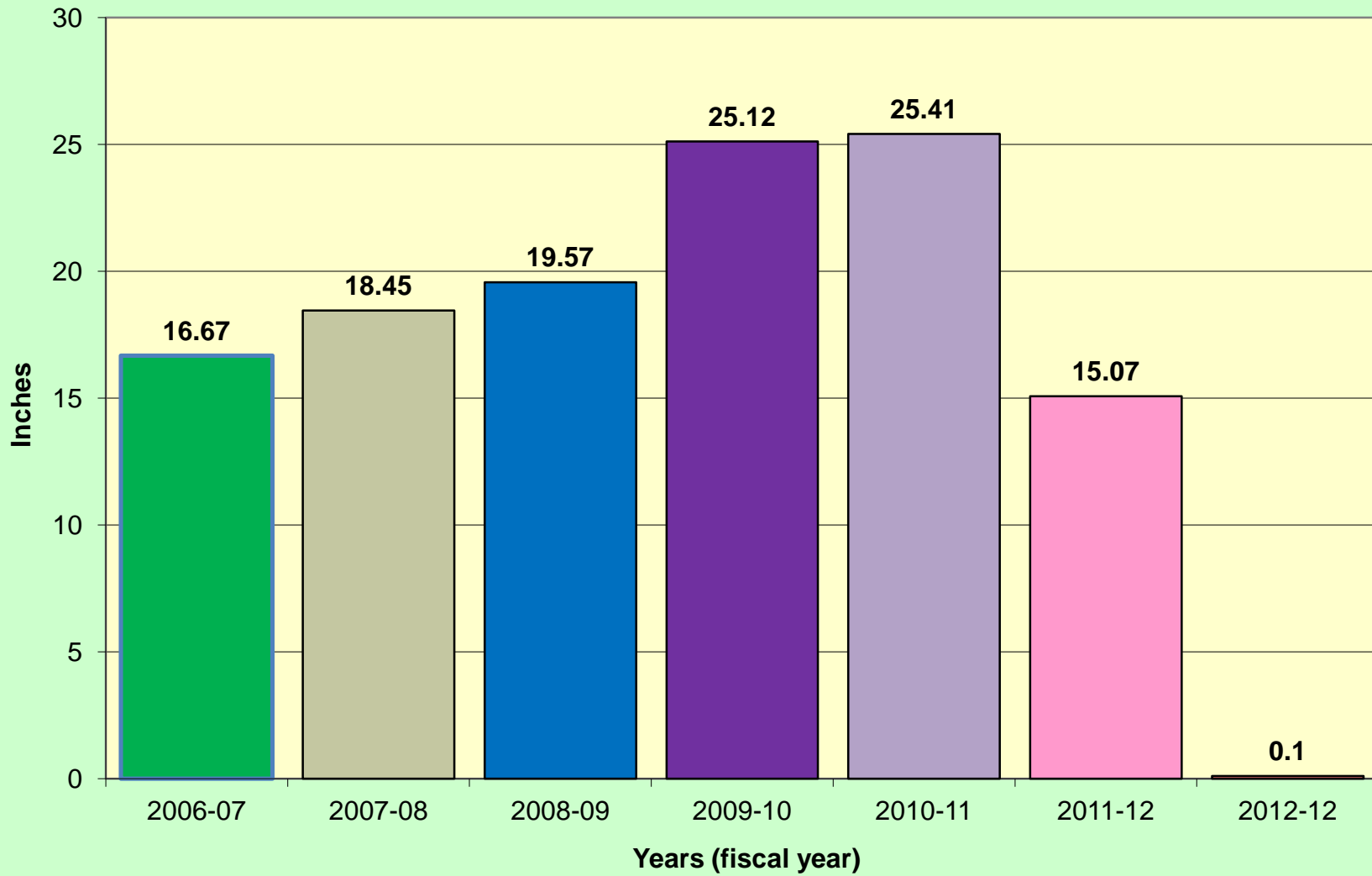
Coastside County Water District Monthly Leak Report							
Date	Location	Size/Type	Est. Water Loss (Gallons)*	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
7//3/2012	Palma Street EG	1" Plastic	2,000	Total \$595.45	Men 4 Hours 6	1750	\$2,345.45
7/10/2012	Grandview X Dwight HMB	2" Plastic	2,000	Total \$817.58	Men 5 Hours 6	2350	\$3,167.58
7/11/2012	Popular X First HMB	1" Plastic Service	1,500	Total \$177.69	Men 4 Hours 4	1200	\$1,377.69
7/13/2012	Ave Portola El Granada	6" DI	180,000	Total \$674.58	Men 4 Hours 12	4600	\$5,274.58
7/16/2012	Grandview Ave	Hit hydrant	120,000	Total	Men 4 Hours 4	1350	\$1,350.00
7/17/2012	515 Kelly Street HMB	1" Plastic Service	250,000	Total \$258.84	Men 5 Hours 4.5	1540	\$1,798.84
7/20/2012	Arnold Way at the Senior housing HMB	8"DI	300,000	Total \$170.43	Men 5 Hours 6	2350	\$2,520.43
7/24/2012	201 Medio	1" Plastic Service	6,000	Total \$45.30	Men 4 Hours 4	1200	\$1,245.30

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

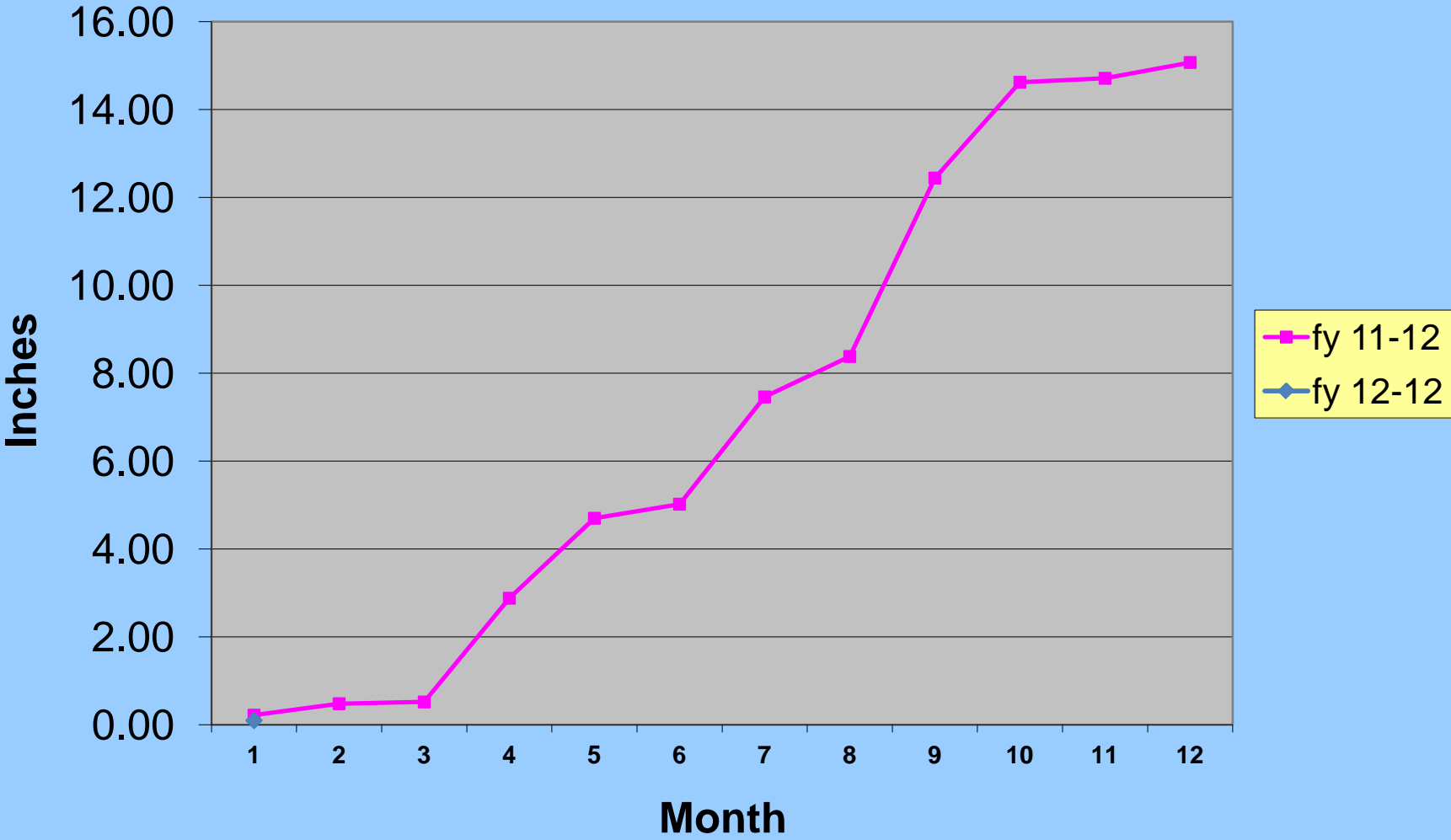
64 **Total**
Loss **Water**
 Loss **0.8615 MG**

Rain Totals

January 2012



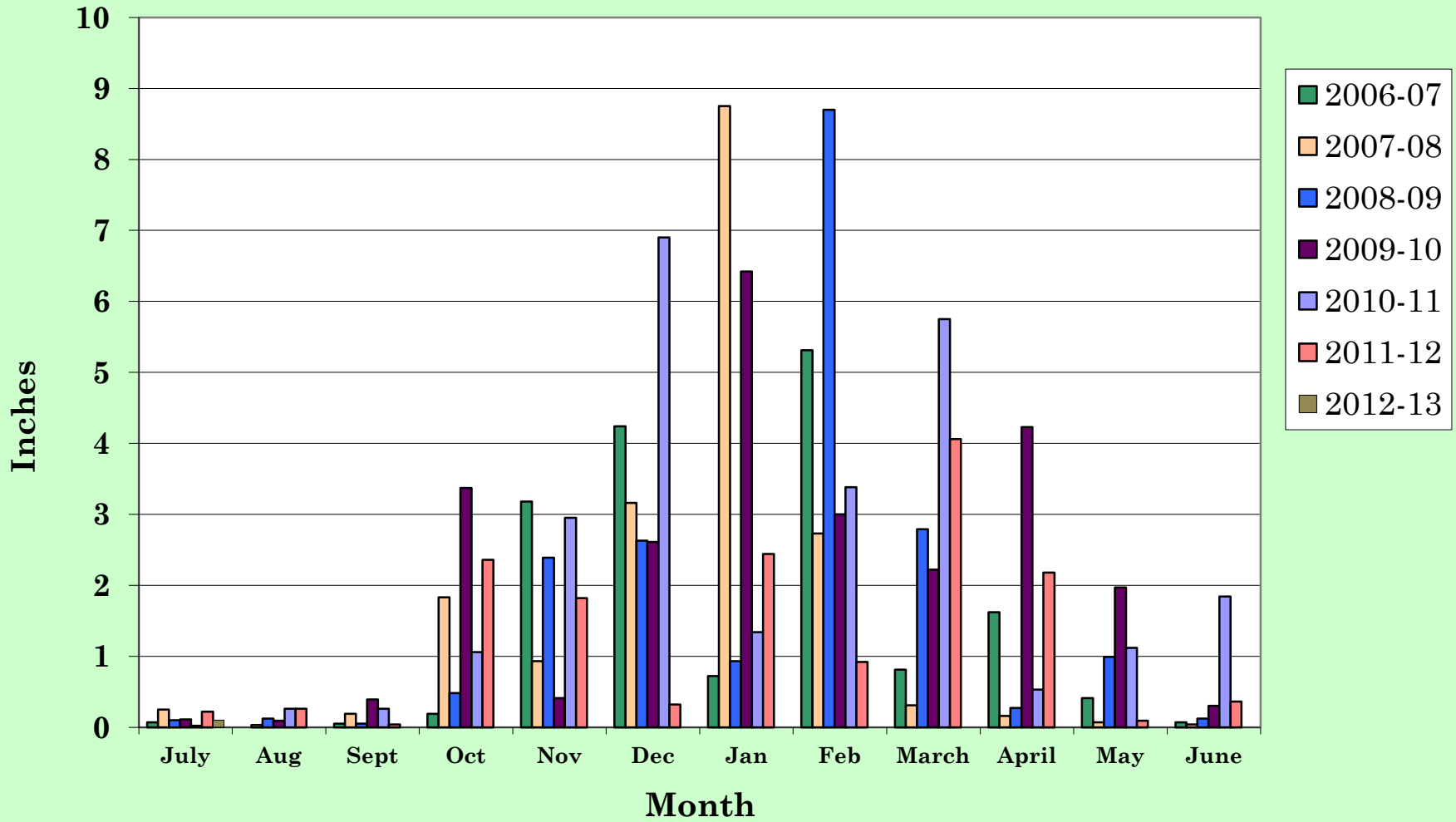
Rainfall Totals FY 2013



Coastside County Water District

Rainfall by Month

July '12 thru Jun '13



MONTHLY CLIMATOLOGICAL SUMMARY for JUL. 2012

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	59.2	63.2	11:30a	56.5	5:00a	5.8	0.0	0.01	1.4	9.0	12:00p	W
2	57.4	61.2	4:00p	55.3	6:00a	7.6	0.0	0.00	2.3	11.0	5:30p	W
3	57.3	62.9	4:00p	51.6	11:30p	7.7	0.0	0.00	2.6	13.0	1:30p	W
4	55.8	62.2	2:00p	51.5	12:30a	9.2	0.0	0.00	2.7	13.0	1:30p	WSW
5	57.6	63.5	3:30p	54.8	6:00a	7.4	0.0	0.00	3.2	14.0	5:00p	W
6	56.9	62.0	2:30p	51.4	11:30p	8.1	0.0	0.00	2.1	12.0	1:30p	W
7	55.2	61.5	2:00p	50.5	7:00a	9.8	0.0	0.00	1.6	11.0	5:00p	W
8	55.3	59.6	2:00p	52.3	1:00a	9.7	0.0	0.00	1.6	11.0	1:30p	W
9	55.6	59.1	5:30p	53.3	12:00m	9.4	0.0	0.00	1.8	10.0	2:00p	W
10	53.8	60.2	2:30p	50.8	6:30a	11.2	0.0	0.00	1.4	9.0	1:00p	W
11	53.3	60.5	4:00p	48.4	4:00a	11.7	0.0	0.00	1.4	11.0	2:30p	W
12	53.9	59.2	2:00p	49.2	5:00a	11.1	0.0	0.00	1.4	10.0	3:30p	W
13	55.0	57.9	5:00p	52.4	6:00a	10.0	0.0	0.00	1.8	8.0	1:00p	WSW
14	55.5	62.0	2:00p	52.9	9:00p	9.6	0.0	0.02	2.4	13.0	2:30p	WSW
15	56.8	65.0	2:00p	52.2	6:00a	8.2	0.0	0.00	2.5	11.0	1:00p	WSW
16	57.0	63.8	3:00p	53.7	5:30a	8.0	0.0	0.01	3.9	13.0	11:30a	WSW
17	58.9	66.8	3:00p	52.4	12:00m	6.2	0.0	0.00	2.3	12.0	3:30p	WSW
18	59.4	65.9	2:30p	52.5	12:30a	5.6	0.0	0.00	1.6	12.0	12:30p	W
19	59.4	66.5	12:30p	51.7	3:30a	5.6	0.0	0.00	1.9	12.0	1:00p	W
20	59.2	65.2	5:30p	53.2	12:00m	5.8	0.0	0.00	2.1	14.0	5:30p	W
21	57.7	66.1	5:00p	50.0	7:00a	7.3	0.0	0.00	1.8	10.0	1:30p	W
22	56.3	62.3	2:30p	53.1	4:30a	8.7	0.0	0.00	2.2	11.0	1:30p	WSW
23	59.3	67.1	4:00p	54.1	12:30a	5.8	0.2	0.00	4.6	17.0	11:30a	WSW
24	60.0	67.9	2:30p	51.7	5:30a	5.3	0.3	0.00	3.3	19.0	1:30p	WSW
25	59.8	66.6	3:00p	55.6	12:30a	5.3	0.1	0.00	2.9	13.0	11:00a	WSW
26	58.2	65.7	4:00p	55.1	7:30a	6.8	0.0	0.00	3.2	12.0	2:00p	WSW
27	57.0	64.3	2:00p	53.5	7:00a	8.0	0.0	0.02	2.2	11.0	1:00p	W
28	56.2	61.9	3:30p	53.3	6:00a	8.8	0.0	0.00	2.3	12.0	6:00p	W
29	55.9	60.0	3:30p	53.7	4:30a	9.1	0.0	0.04	1.5	9.0	1:30p	W
30	56.9	62.8	2:30p	51.2	12:00m	8.1	0.0	0.00	1.4	9.0	1:00p	W
31	55.3	61.3	3:00p	49.3	3:00a	9.7	0.0	0.00	1.4	10.0	1:00p	W

	56.9	67.9	24	48.4	11	250.6	0.6	0.10	2.2	19.0	24	W

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

Max Rain: 0.04 ON 07/29/12

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

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

RECORD OF RIVER AND CLIMATOLOGICAL OBSERVATIONS

STATE CA COUNTY San Mateo
 TIME (local) OF OBSERVATION RIVER PRECIPITATION 16:00
 STANDARD TIME IN USE
 TYPE OF RIVER GAGE ELEVATION OF RIVER GAGE ZERO FLOOD STAGE NORMAL POOL STAGE

DATE	TEMPERATURE		PRECIPITATION		WEATHER (Observation Day)							RIVER STAGE		REMARKS (SPECIAL OBSERVATIONS, ETC.)						
	24 HRS ENDING AT OBSERVATION	AT OBSN	24 HR AMOUNTS	AT OB	Mark 'X' for all types occurring each day							Condition	Gage reading at ___ AM		Tendency					
	MAX	MIN	Rain, melted snow, etc (in and thru)	Snow, ice pellets, hail (ins and lens)	Snow, ice pellets, hail (ground)	Draw a straight line (—) through hours precipitation was observed, and a wavy line (~~~~) through hours precipitation probably occurred unobserved														
						A.M.	NOON	P.M.	1	2	3	4	5	6	7	8	9	10	11	
1	69	56	0.05																	
2	63	55	0.02																	
3	65	54	0.00																	
4	65	49	0.00																	
5	66	54	0.00																	
6	65	54	0.00																	
7	63	48	0.00																	
8	62	51	0.00																	
9	60	54	0.00																	
10	61	51	0.00																	
11	60	50	0.00																	
12	59	50	0.00																	
13	59	52	0.00																	
14	63	53	0.03																	
15	65	52	0.01																	
16	62	53	0.03																	
17	66	54	0.00																	
18	67	52	0.00																	
19	68	51	0.00																	
20	68	55	0.00																	
21	66	51	0.00																	
22	65	53	0.00																	
23	66	53	0.00																	
24	68	53	0.00																	
25	67	56	0.00																	
26	67	54	0.00																	
27	67	54	0.02																	
28	64	53	0.00																	
29	61	53	0.05																	
30	62	53	0.01																	
31	64	49	0.00																	
64.3	52.6	SUM	0.22																	

CHECK BAR (for wire weight) NORMAL CHECK BAR
 READING DATE
 OBSERVER
 SUPERVISING OFFICE MTR San Francisco
 STATION INDEX NO. 04-3714-04

San Francisco Public Utilities Commission Hydrological Conditions Report For July 2012

J. Chester, A. Mazurkiewicz, & M. Tsang, August 8, 2012



Rancheria Falls on Rancheria Creek is less than a mile upstream of Hetch Hetchy Reservoir. The exposed granite faces makes for spectacular scenery (photo courtesy of A. Teaby).

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

Table 1 Current Storage As of August 1, 2012							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	321,302		360,340		39,038		89.2%
Cherry ^{2/}	254,747		273,340		18,593		93.2%
Lake Eleanor ^{3/}	21,495		27,100		5,605		79.3%
Water Bank	528,279		570,000		41,721		92.7%
Tuolumne Storage	1,125,823		1,230,780		104,957		91.5%
Local Bay Area Storage							
Calaveras ^{4/}	20,769	6,767	96,824	31,550	76,055	24,783	21.5%
San Antonio	42,803	13,948	50,496	16,454	7,693	2,507	84.8%
Crystal Springs	54,757	17,842	58,377	19,022	3,620	1,180	93.8%
San Andreas	17,486	5,698	18,996	6,190	1,510	492	92.1%
Pilarcitos	2,658	866	2,995	976	337	110	88.7%
Total Local Storage	138,473	45,121	227,688	74,192	89,215	29,072	60.8%
Total System	1,264,296		1,458,468		194,172		86.7%

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

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

^{3/} Maximum Lake Eleanor storage with all flash-boards in.

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

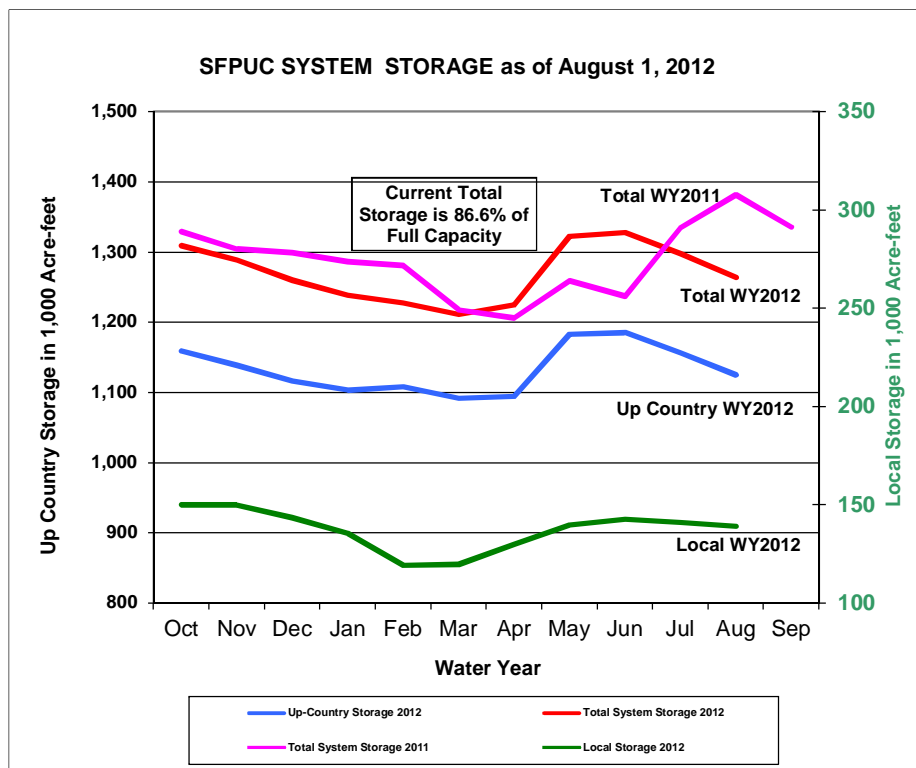


Figure 1: Monthly system storage for water year 2012.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The July six-station precipitation index is 0.03 inch, or 28.5% of the average index for the month.

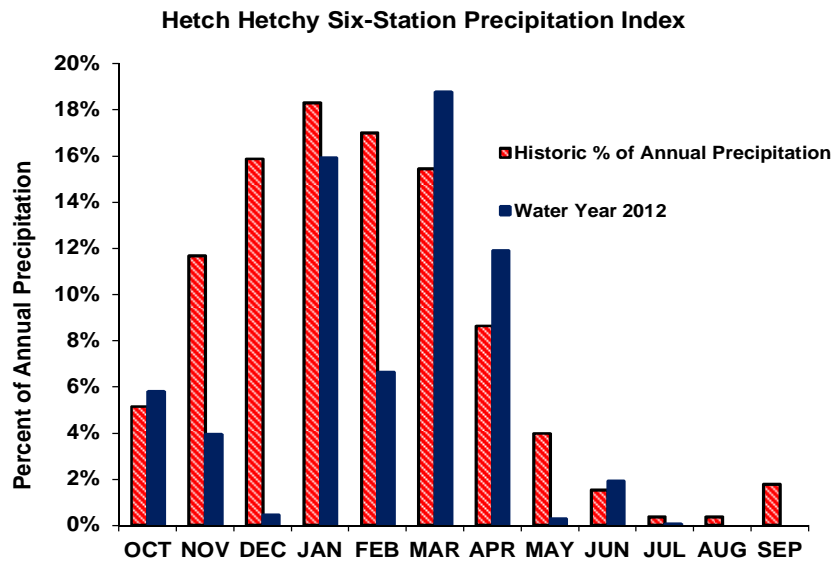


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of annual precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2012 is 23.3 inches, which is 65.4% of the average annual water year total, or 67.1% of the average annual-to-date. Hetch Hetchy received only 0.01 inch of precipitation in July. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

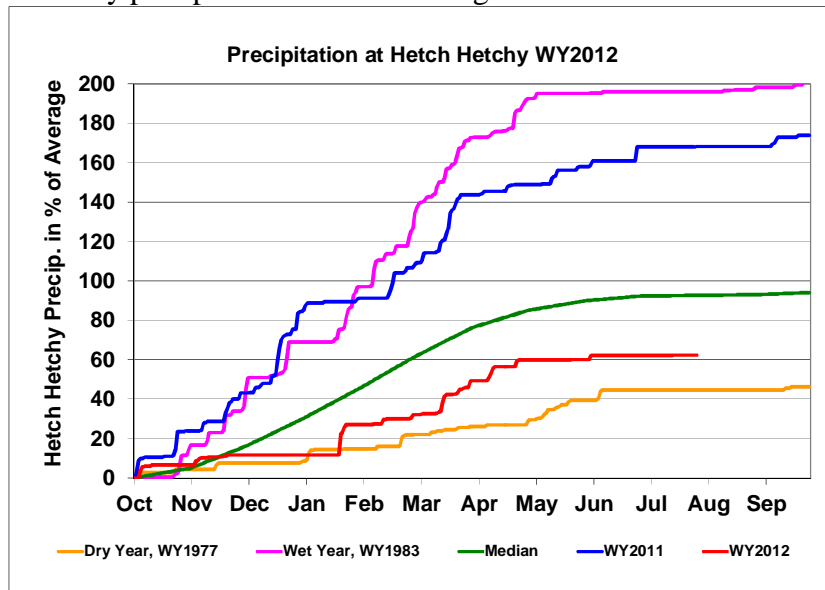


Figure 3. Water year 2012 cumulative precipitation received at Hetch Hetchy Reservoir through July 31st, 2012. Precipitation at the Hetch Hetchy gage for wet, dry, median, and WY 2011 are included for comparison purposes.

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

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of July 31st is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	July 2012				October 1, 2011 through July 31, 2012			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	6,268	42,984	74,751	8.4%	378,783	701,156	727,654	52.1%
Inflow to Cherry Reservoir and Lake Eleanor	0	12,155	25,314	0%	254,463	443,499	449,202	56.6%
Tuolumne River at La Grange	3,200	66,998	119,674	2.7%	845,331	1,695,513	1,804,038	46.9%
Water Available to the City	0	1,301	45,899	0%	174,825	594,746	777,928	22.5%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in July totaled 28,314 acre-feet which met SJPL deliveries and ecological releases.

10,356 acre-feet of power draft was made at Cherry Reservoir to manage reservoir elevation, help meet municipal load and provide recreational flows. In order to maintain the required summer Lake Eleanor elevation, only 177 acre-feet of water was transferred to Cherry Reservoir in July.

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant production rate for July was 30 MGD. The Harry Tracy Water Treatment Plant rate for the month was 17 MGD.

Local System Water Delivery

Deliveries trended higher in July with the average delivery rate for the month at 283 MGD. The July rate is a 3% increase over the June rate of 274 MGD.

Local Precipitation

Across the local watersheds a dry summer weather pattern prevailed throughout the month. On occasion however, moist marine air pushed ashore in damp fashion producing measurable fog-derived precipitation. This small quantity of precipitation was recorded at the Pilarcitos and Lower Crystal Springs rain gages. Farther east and beyond the marine influence of the Pacific Ocean, zero precipitation was recorded at the Calaveras reservoir rain gage. The July rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date ⁷ (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	0.12	150 %	30.24	78 %
Lower Crystal Springs	0.05	125 %	16.33	61 %
Calaveras	0.00	0 %	14.93	70 %

⁷WY 2012: Oct. 2011 through Sep. 2012

Snowmelt and Water Supply

The dry watershed conditions in the Tuolumne basin are apparent with the early and steep recession to summer baseflow. The disparity in inflows to the high elevation reservoirs and the Tuolumne River at La Grange is due the precision in which reservoir volumes can be measured. Overall water supply storage is high given the dry conditions of the water year due to the pattern of snowmelt runoff which resulted in a relatively large amount of water to become available to the city – 175,825 acre-feet (Figure 6).

Hetch Hetchy Reservoir storage is falling due to diversions to the San Joaquin Pipelines. Minimal releases from Cherry Reservoir have been made to provide recreational flows in the Tuolumne River. Local reservoir are being managed to meet water supply demands.

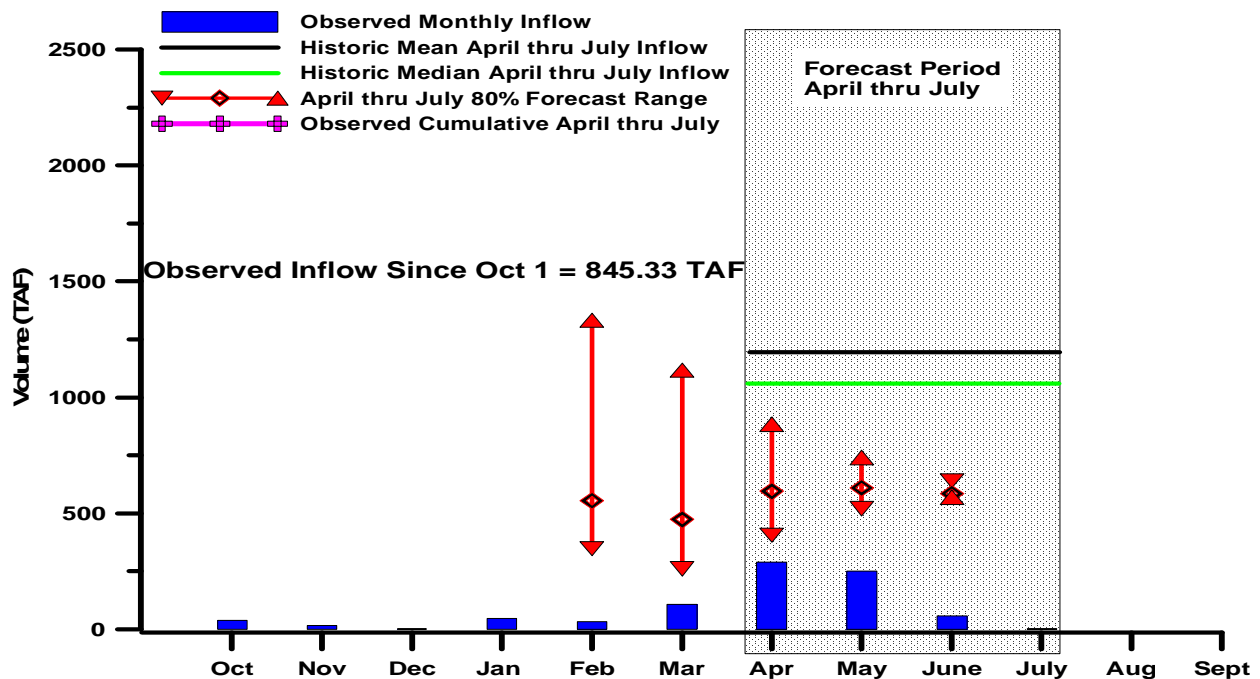


Figure 4: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

The Tuolumne Basin Water Supply Forecast model was executed using the measured snow course, precipitation, and runoff data. The June forecast indicated that the median amount of runoff that may occur this year is about 54% of the long-term median (Figure 5). The median forecast of April-through-July runoff is about 585TAF, 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-to-July natural runoff will be between 570 TAF and 670 TAF. The observed April-through-July flow was 600 TAF.

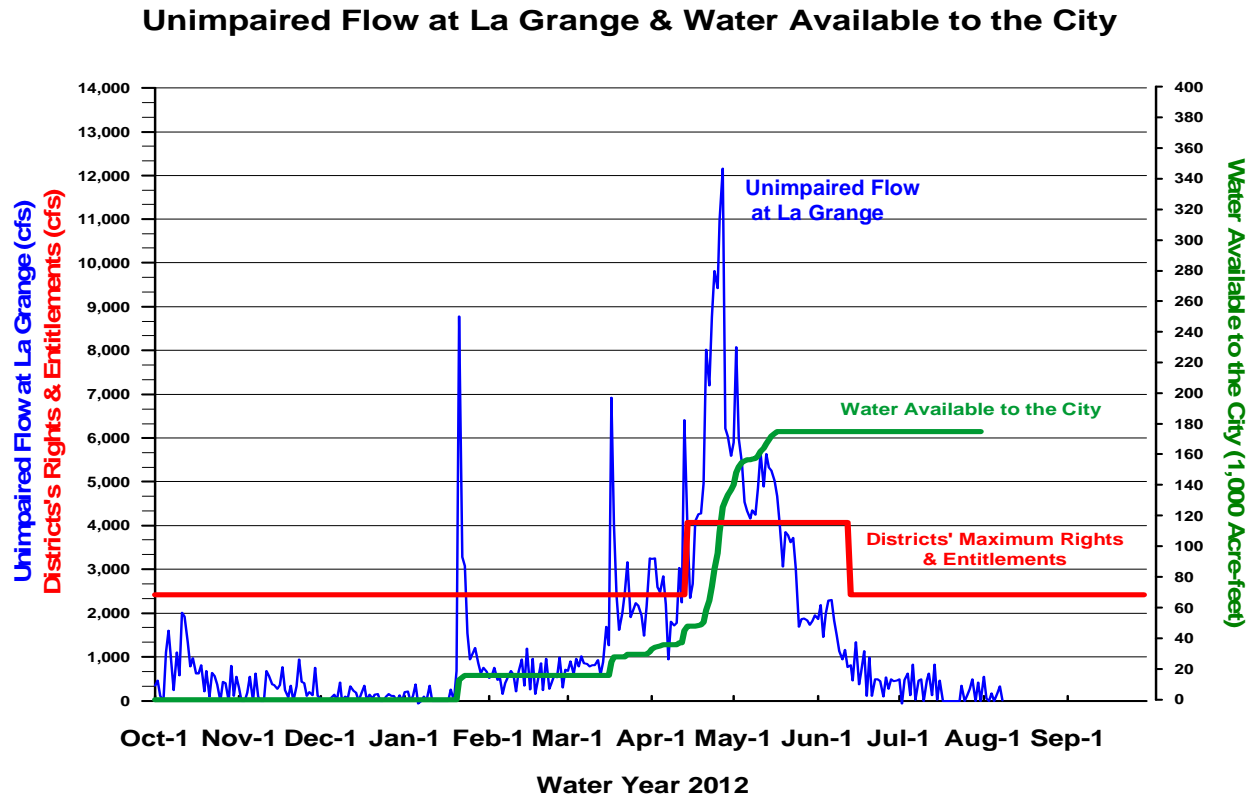


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Total water that was available to the City for water year 2012 was 174,825 acre-feet to date.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: August 14, 2012

Date: July 26, 2012

Subject: Notice of Completion - Half Moon Bay Tank No. 1 Recoating and Repair Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Half Moon Bay Tank No. 1 Recoating and Repair Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Paso Robles Tank, Inc. on August 8, 2011 for the Half Moon Bay Tank No. 1 Recoating and Repair Project in the amount of \$214,600.

The work consisted of, in general, floor, hatch, vent, and man way repair and/or retrofit; installation of a catwalk between Half Moon Bay Tanks 1 and 2; replacement of a ladder on Half Moon Bay Tank 2; topside fall protection system on both water tanks; removal of the internal lining of HMB Tank 1; surface preparation and relining of same tank; external surface prep and recoating of the same tank and replacement with a 16" pipe of the pipeline between the two tanks and a new sample station on HMB Tank 1. The work was located within parcels of land owned by the Coastside County Water District. The Nunes Water Treatment Plant is located at 500 Lewis Foster Drive, in the unincorporated community of Half Moon Bay, California in San Mateo County

The project was completed on July 9, 2012. The project was constructed according to District specifications.

Fiscal Impact: FY 11/12 Capital Improvement Program, total project cost \$291,268.20

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On the 9th of July, 2012 there was completed upon the hereinafter described real property a work of improvement as a whole named Half Moon Bay Tank No. 1 Recoating and Repair Project, consisting of, in general, floor, hatch, vent, and man way repair and/or retrofit; installation of a catwalk between Half Moon Bay Tanks 1 and 2; replacement of a ladder on Half Moon Bay Tank 2; topside fall protection system on both water tanks; removal of the internal lining of HMB Tank 1; surface preparation and relining of same tank; external surface prep and recoating of the same tank and replacement with a 16" pipe of the pipeline between the two tanks and a new sample station on HMB Tank 1.

4. The name of the original contractor for the work of improvement as a whole was: Paso Robles Tank, Inc., 825 26th Street, Paso Robles, CA 93446

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

The work is located within parcels of land owned by the Coastside County Water District. The Nunes Water Treatment Plant is located at 500 Lewis Foster Drive, in the unincorporated community of Half Moon Bay, California in San Mateo County (Assessor Parcel Number 056-320-090).

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

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on August 14, 2012, at Half Moon Bay, California
(Date) (Place where signed)

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Report

Date: August 7, 2012

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year 2011-2012

Recommendation

Authorize staff to write off bad debts for fiscal year 2011-2012 (July 1, 2011 through June 30, 2012) in the total amount of \$57,084.74.

Background

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts that have not been collected throughout the fiscal year.

This year's total is much higher than normal due to about \$50,000 in losses attributable to the Nurserymen's Exchange bankruptcy.

The majority of the bad debts are customers which have discontinued service with the District without rendering payment of their final closing bills. Staff's efforts to locate the customers and collect payment on these accounts have been exhausted.

The following represents the bad debt amounts written off over the past five (5) fiscal years:

2011	\$5,321.93
2010	\$5,809.52
2009	\$8,784.62
2008	\$6,356.36
2007	\$6,621.91

Fiscal Impact

\$57,084.74. The FY 11-12 budget (Account 5620) includes an allowance of \$5,000 for bad debt.

**Coastside County Water District
Bad Debts
Year Ending June 30, 2012**

ACCOUNT NO.	ACCOUNT NAME	AMOUNT
3820	Nurserymen's Exchange**	\$24,987.13
3824	Nurserymen's Exchange**	\$11,400.02
3819	Nurserymen's Exchange**	\$6,431.60
3823	Nurserymen's Exchange**	\$5,772.13
3818	Nurserymen's Exchange**	\$1,130.03
10201	Steve Shanks	\$694.53
16595	Crab Landing LLC(Heidi/Albert Dunn)	\$495.69
16132	Atlantic & Pacific Real Estate	\$430.14
11096	Vernon Waring	\$395.49
11859	Alfonso/Socorro Hernandez	\$337.50
1151	Doug Adams	\$284.11
3817	Nurserymen's Exchange**	\$249.48
3825	Nurserymen's Exchange**	\$249.48
4850	Tania Cortez	\$244.75
17040	Colin Hardman	\$229.36
15126	Colin Smith	\$228.16
16615	Talaura Crothan-Mac Monagle	\$223.44
13963	Shannon Waugh	\$199.15
14724	Michael Warren	\$185.13
14629	Wilbert Navarrete Alvara Chan	\$150.12
15245	Janie Gandolfi	\$140.73
7409	Bob Anderton	\$136.74
4541	Sophia Rossiter	\$132.18
13514	Wayeye Tshiamala	\$130.60
16251	Francine Shannon	\$126.96
9315	Manuel Quiroz	\$124.13
11692	Warren/Colleen Murray	\$112.27
15632	Longboard Liquors	\$112.00
784	Ian Cameron	\$110.10
14161	Ottilia Quandt	\$107.42
16005	Luke Pustejousky	\$105.91
16434	Nidia Nelson	\$105.70
15988	Danielle Greco	\$99.56
6996	James Mees	\$91.00
17034	Ricky Morris	\$81.98
10208	Julian McCurrach & Company	\$80.27
15407	Jacqueline Rickman	\$72.07
15439	Maureen Bergamini	\$68.32
3298	Ester Hudson	\$67.19
14542	Crab Landing	\$63.03

9883	Elsa Almendarez	\$58.70
13295	Rodney T. Reid	\$58.70
14715	Sung Lee/Stephen Sandorf	\$54.09
16036	Brigette Lafauci	\$46.63
4687	Shenay Spataro	\$42.91
1781	Bob Look	\$40.72
12796	Tiffany Johnson	\$39.80
1101	Barry Corwin	\$38.62
15084	Florence Owens	\$36.84
16586	Tania Stoose	\$31.76
16729	David Gorn	\$27.04
13650	Mary Ahern	\$26.88
14875	Erik Sagli	\$25.91
12339	Rigoberto Hernandez	\$24.38
3816	Nurserymen's Exchange**	\$23.78
12504	Breanna Nahale	\$20.30
16324	Vicki Barbaria	\$18.79
16322	Paul Raburn	\$17.58
16255	Ryan Zacche	\$17.53
13211	Laura Strom	\$10.55
16244	Marlena Fejerang	\$9.24
6995	James Mees	\$8.51
11097	Vernon Waring	\$6.72
8406	Kevin Shea	\$5.00
15455	Kiewit Pacific Co	\$4.60
16516	Leslie/Marc Wakasa	\$2.02
16585	Tania Stoose	\$1.54
	TOTAL	\$57,084.74

** Filed for Chapter 11

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Report

Date : August 7, 2012

**Subject: Agreement for Water Distribution Main Extension
Highland Avenue, El Granada**

Recommendation:

Approve Agreement for Water Distribution Main Extension between Coastside County Water District and John Dooley for construction of a pipeline extension to serve real property on Highland Avenue in El Granada.

Background:

The attached Water Service Agreement provides for construction of the water utility system that will serve property on Highland Avenue, El Granada. The project consists of construction of 400 feet of 6" diameter pipeline within an extension of Highland Avenue. The District will accept ownership of the new pipeline and connect it to the District's system when there is an approved residential development on one of the parcels served by the extension.

Fiscal Impact:

None.

AGREEMENT FOR WATER DISTRIBUTION MAIN EXTENSION

THIS AGREEMENT is made as of this _____ day of July, 2012, between **Coastside County Water District** (“District”) and **John Dooley** (“Applicant”).

1. **Recitals.** This Agreement is entered into with regard to the following facts and circumstances.
 - 1.1. District is a county water district organized and existing under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water within the County of San Mateo.
 - 1.2. Applicant is engaged in the development of real property within the geographical limits of the District. Applicant is the owner of certain real property within Highland Avenue, unincorporated area of El Granada, California and designated in the records of the San Mateo County Assessor as APN #047-161-160 (the “Property”).
 - 1.3. Applicant represents it has obtained a Coastal Development Permit from the County of San Mateo for the extension and improvement of Highland Avenue in the unincorporated El Granada Highlands area.
 - 1.4. Applicant proposes to construct and install a water distribution main extension within the extension and improvement of Highland Avenue (the “Project”) to provide water service to the proposed future development of several single family residences.
2. **Components Of Agreement.** This Agreement shall consist of the documents listed and identified below, which are incorporated by this reference:
 - 2.1. Plans for the Project prepared by MacLeod and Associates (“Plans”). The Plans, consisting of 5 sheets, are attached as Exhibit A.
 - 2.2. Water System Specifications for Highland Avenue Pipeline Extension (“Specifications”) are attached as Exhibit B.
 - 2.3. Coastal Development Permit authorizing construction of the Project, to be furnished to the District and reviewed and approved prior to the commencement of construction.
 - 2.4. Encroachment Permit from the County of San Mateo, if applicable, to be furnished to the District and reviewed and approved prior to the commencement of construction.

3. **Approval Of Project Utility System**

3.1. The Project Utility System, as defined below, shown on and described on the Plans prepared by MacLeod and Associates, is approved.

3.2. "Project Utility System" means the water mains, fittings, valves and housing thereof, fire hydrants, manholes and all appurtenances thereto, except water meters, as depicted and described in the Plans and Specifications.

4. **Submittal of Proposal for Review and Approval by District.** Applicant is responsible for obtaining a proposal for construction of the Project from a licensed, qualified contractor to construct the Project ("Proposal"). The contractor shall possess a valid California Contractor's License. Applicant shall ensure that the contractor has satisfactorily completed construction of a minimum of five (5) similar pipeline projects, and has submitted a list of these projects with the telephone number of the owner's representative who can be contacted regarding the work. Prior to commencement of construction of the Project, Applicant shall furnish a copy of the Proposal, along with evidence satisfactory to the District that the contractor possesses the necessary license and experience to construct the Project Utility System.

5. **Installation.** Applicant shall commence installation of the Project Utility System no later than 90 days after the date of this Agreement, subject to extension for force majeure events not the fault of the Applicant and shall complete its installation within twelve months after the date of this Agreement. If installation is not commenced and/or completed by such dates, the District may terminate this Agreement, unless the delay is solely attributable to events, such as fire, flood or earthquake, which are beyond the control of, and not the fault of, Applicant. Applicant shall install the Project Utility System in accordance with the location and sizes shown on the Plans and Specifications, and the further reasonable directions of the District Engineer.

6. **Inspection: Construction.**

6.1. Applicant shall notify District in writing at least ten (10) days in advance of the proposed starting date for construction, and shall not commence construction unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. District agrees to make the District Engineer or other authorized District inspector available to be on site, provided the 10 days notice is given by Applicant. If construction is not continuous, District shall be notified at least forty-eight (48) hours in advance of the resumption of construction. Any work performed without notice to District may be rejected on that ground alone. The District Engineer will observe and inspect facilities solely to protect the interests of the District and to determine whether the completed work is acceptable to District and can be incorporated into the District system. The District does not assume thereby any responsibility for the operations or safety practices of Applicant. Applicant is responsible for correct location

of all facilities it installs. The District Engineer will not inspect facilities installed “downstream” of the individual meter boxes.

6.2. Applicant shall permit District’s employees and authorized representatives to inspect the Project Utility System, and the plans and materials therefore, at any reasonable time before, during, or after installation.

6.3. Applicant shall repair at its expense (or, at the option of District, shall reimburse District for the actual cost of repairs affected by it) any damage to District property caused by Applicant, its agents, employees, or contractors in construction the Project Utility System.

7. **Payment of Fees and Charges.** The Applicant will pay applicable fees and charges as follows:

7.1. Transmission and Storage Fees. None due. This Agreement only provides for construction of a water distribution main extension.

7.2. Initial Filing Fee. None Due. The District acknowledges receipt of a non-refundable initial filing fee and secondary filing fee totaling \$300.

7.3. Plan Check and Construction Inspection Fees. Prior to the execution of this Agreement by District, Applicant will pay a deposit in the amount Four Thousand Dollars (\$4,000.00). This deposit will be applied to the District staff, Engineer and legal costs for reviewing final plans, inspecting the construction of the Project Utility System, modifications of water system maps, and administrative, legal, and auditing costs. If this deposit is insufficient to pay for all costs incurred by the District in connection with this Agreement, Applicant shall pay all additional costs and charges in excess of the sum deposited prior to the acceptance of the Project Utility System by the District.

7.4. Total Payment Due With Agreement. The total payment due concurrently with execution of this Agreement shall be Four Thousand Dollars (\$4,000.00).

8. **Bonds.**

8.1. Prior to commencement of construction, Applicant shall furnish to District adequate and acceptable improvement security which shall consist of:

8.1.1. A payment bond in the amount of 100% of the Proposal amount, to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

8.1.2. A performance bond in the amount of 100% of the Proposal amount, to guarantee faithful performance of the terms of this Agreement; and

8.1.3. A maintenance bond in the sum of 10% of the Proposal amount, to guarantee against defective materials and faulty workmanship for a period two (2) years from and after acceptance of the Project Utility System by District and after the District begins using the Project Utility System to provide water service to the Property.

8.2. The bonds shall be in form and substance satisfactory to District's legal counsel and shall be issued by a surety company qualified to and doing business in California and otherwise acceptable to District.

9. **Warranty.** Applicant guarantees all work done under this Agreement will be free from faulty or defective materials and workmanship for a period of two years from the date of District's acceptance of the Project Utility System. Applicant agrees to repair or replace any and all work and materials through the warranty period that is not in accordance with the requirements of this Agreement, all at no cost or expense to the District.

10. **Indemnity.** District shall not be responsible or held liable in any manner whatsoever for any injury or damage which may be done to any person or property (or other loss or liability) as a result of the matters set forth in this Agreement and the installation of the Project Utility System by or on behalf of Applicant. Applicant, on its behalf and on behalf of its successors in interest, hereby agrees to waive any claims against District arising from or related to the events and activities described in this Agreement and to indemnify and defend the District, its directors, officers, agents and employees, and hold them free, safe and harmless of, from and against any and all liability for the death of or injury to any person and for the loss of, or damage to, any property (including the loss of its use) which may arise from such events and activities. The agreements contained in this paragraph shall survive the performance of the remainder of this Agreement and shall remain in full force and effect notwithstanding such performance.

11. **Insurance.**

11.1. Applicant or its construction contractor shall, at its cost, maintain in full force and effect during the period beginning with the commencement of construction of the Project Utility System and terminating no earlier than thirty (30) days after completion thereof and approval by District for its connection with the District's distribution system, a policy or policies of liability insurance, as follows:

11.1.1. Bodily and personal injury liability in an amount not less than One Million Dollars (\$1,000,000.00) per person and Two Million Dollars (\$2,000,000.00) per occurrence; and

11.1.2. Property damage insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

11.2. Such policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by reason of acts done or omitted to be done as a result of the installation of the Project Utility System by or on behalf of Applicant, and shall further insure District against any and all costs and expenses, including attorneys fees, which District may incur in resisting any claim which may be made against District for any such injury or damage.

11.3. Each policy shall:

11.3.1. Be issued by an insurance company or companies qualified to do business in California and approved in writing by District;

11.3.2. Name District, its Directors, officers, agents and employees, as additional insureds;

11.3.3. Specify that it acts as Primary Insurance; the insurer being liable thereunder for the full amount of any loss up to and including the total limits of liability without right of contribution from any insurance effected by District;

11.3.4. Provide that the policy shall not be cancelled or altered without thirty (30) days prior written notice to District; and

11.3.5. Otherwise be in form reasonably satisfactory to District.

11.4. Applicant or its contractor shall provide, and maintain at all times during the course of installation of the Project Utility System, Workers' Compensation Insurance in conformance with the laws of the State of California. Such policy shall provide that the underwriter thereof waives all right of subrogation against District by reason of any claim arising out of or connected with installation of the Project Utility System and that such policy shall not be cancelled or altered without thirty (30) days prior written notice to District.

11.5. Copies of all policies required above (or Certificates of Insurance satisfactory to District) shall be delivered to District at least ten (10) days prior to commencement of construction of the Project Utility System.

12. **Conveyance Of Title To Project Utility System.** Full right, title and interest in and to all elements of the Project Utility System installed pursuant hereto will be granted to District upon written notice of acceptance thereof by District and without the necessity for any further action by Applicant. There shall be no obligation upon District to pay or reimburse to Applicant any part of the cost of the Project Utility System. Applicant warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics

and materialmen liens that could arise from construction of the Project Utility System, charges and encumbrances whatsoever.

13. **Conveyance of Easements.** Applicant agrees that Applicant will convey to District easements for access, installation, operation, maintenance, repair, and replacement of the Project Utility System by executing an Easement Grant Deed, in a form and substance satisfactory to the District. The District will provide Applicant with the form of Easement Grant Deed. Applicant shall execute the Easement Grant Deed and provide it to the District before District will accept the Project Utility System.
14. **Acceptance by District.** District shall accept the Project Utility System when all of the following conditions have been met: (1) completion of the Project Utility System; (2) certification by District Engineer upon completion that the Project Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence that it has paid all costs incurred in constructing the Project Utility System; (4) performance by Applicant of all of its obligations under this Agreement which are to be completed prior to acceptance of the Project Utility System, including conveyance of easements and payment of all sums due the District; (5) furnishing by Applicant of “as-built” drawings; and (6) Applicant has entered into a Water Service Agreement with the District for at least one of the parcels to be developed in the future by Applicant as a single family residence.
15. **District Regulations.** Applicant shall at all times abide by and faithfully observe any and all District ordinances, resolutions, rules and regulations presently in effect, including current fee schedules, or which may hereafter be enacted or amended from time to time, including but not limited to “Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials,” a copy of which has previously been furnished to Applicant.
16. **Assignment.** Applicant’s rights under this Agreement may not be assigned without the express written consent of District. No such assignment shall be valid or binding on the District unless the assignee executes a written instrument, in form and substance satisfactory to District, assuming all of Applicant’s obligations under this Agreement, which have not been fully performed as of the date of assignment. Such assignment shall not release Applicant from any of its obligations to District under this Agreement. This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors and permitted assigns.
17. **Notice.** Any notice required by this Agreement shall be satisfied by a notice in writing either delivered personally or sent by regular or certified mail, postage prepaid, and addressed as follows:

District: Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

Attention: General Manager

Applicant: John Dooley
48 Fairway Place
Half Moon Bay, CA 94019

Each party shall notify the other in writing of any change in the address provided above for providing notice hereunder.

18. **Construction Of Agreement.** Both parties have participated in preparing this Agreement. This Agreement shall be construed reasonably and not in favor of or against either party hereto on the grounds that one party prepared the Agreement.
19. **Entire Agreement.** This Agreement, including all of its components, contains the entire agreement between the parties hereto. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist.
20. **Applicable Law.** This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California. Except as expressly provided for herein, this Agreement is not intended to, and does not, modify the District's rights to exercise the legislative discretion accorded to it by the laws of California. Any lawsuit related to this Agreement shall be commenced, and prosecuted in the courts of the County of San Mateo, State of California.
21. **Amendment.** Any amendment hereof, including any oral modification allegedly supported by new consideration, shall not be effective unless reduced to a writing signed by both parties.
22. **Authorized Signatures.** The individuals whose names are subscribed to this Agreement represent that they are authorized to act on behalf of the party for whom they sign.
23. **Time.** Time is of the essence of the Agreement.
24. **No Right to Water Service Created.** This Agreement does not in itself create any right to water service for any of the parcels that will be developed into single family residences on Highland Avenue in the future. Each of the parcels to be developed in the future must have a water service connection assigned to it, and the owner of each parcel must pay the cost for the construction of the service line and installation of the water meter, as well as the new account fee, before water service will be provided to the parcel. The District will not connect, or allow the connection, of the Project Utility System to the District's existing water distribution system until the Applicant has entered into a Water Service Agreement with the District for at least one of the parcels to be developed in the future and Applicant has satisfactorily completed all the obligations in that Water Service Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

Coastside County Water District

Applicant

By: _____
President, Board of Directors

John Dooley

Attest:

By: _____
Secretary

Exhibit A
Project Drawings

Exhibit B
Water System Specifications

(Exhibit documents are available at the District's offices.)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Report

Date: August 9, 2012

Subject: Approval of Water Service Agreement for Coastside Senior Housing Limited Partners 925 Main Street Senior Housing Project

Recommendation:

Approve the Water Service Agreement with Coastside Senior Housing Limited Partners, Senior Coastsiders, Inc., and Coastside Senior Adult Day Health Center for the 925 Main Street Senior Housing Project.

Background:

Coastside Senior Housing Limited Partners (CSHLP) plans to construct a 40-unit senior housing building at 925 Main Street. Lesley Senior Communities, the developer of the Lesley Gardens senior housing complex on Arnold Way in Half Moon Bay, is a general partner of CSHLP. In addition to the residential units, the new building will have common areas and tenant spaces for Senior Coastsiders, Inc. and Coastside Adult Day Health Center.

Staff has reviewed and approved the water system plans for the development and recommends approval of the attached Water Service Agreement. Senior Coastsiders and Coastside Adult Day Health Center are parties to the agreement because they currently own the land on which CSHLP will build the development. Before construction begins - estimated to be in September 2012 - title to the property will transfer to the San Mateo County Housing Authority. CSHLP will hold a 99-year lease on the property and will construct, own, and operate the project.

Fiscal Impact:

None.

WATER SERVICE AGREEMENT

COASTSIDE SENIOR HOUSING LIMITED PARTNERS 925 MAIN STREET SENIOR HOUSING

THIS AGREEMENT is made as of this _____ day of _____ 2012, between COASTSIDE COUNTY WATER DISTRICT ("District"), COASTSIDE SENIOR HOUSING LIMITED PARTNERS ("Applicant"), and SENIOR COASTSIDERS, INC. and COASTSIDE ADULT DAY HEALTH CENTER (together, "Property Owner").

THE PARTIES AGREE AS FOLLOWS:

1. **RECITALS**

This Agreement is entered into with regard to the following facts and circumstances.

- A. District is a county water district organized under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water for domestic purposes within San Mateo County.
- B. Applicant is a California limited partnership with two general partners, the Lesley Foundation dba Lesley Senior Communities and Mercy Housing Calwest, both California nonprofit public benefit corporations. Applicant is engaged in the development of real property within the geographical limits of the District.
- C. Property Owner is the owner of certain real property located on Main Street and Arnold Avenue, in the City of Half Moon Bay, designated Assessor's Parcel Number 056-210-340 ("the Property"), the location of which is shown on Exhibit A. Six 5/8-inch non-priority water service connections and Three and one-half 5/8-inch priority water service connections are assigned to the Property, and Applicant and Property Owner agree that these water service connections will remain assigned to the Property when the ownership of the Property is transferred in the future.
- D. Applicant has obtained approval from the City of Half Moon Bay and the California Coastal Commission for, and proposes to construct on the Property, a senior housing and recreational development, the general layout of which is as shown on Exhibit B (the "Project").
- E. Before Project construction begins, Property Owner intends to transfer ownership of the Property to the San Mateo County Housing Authority.

F. Applicant will hold a 99-year lease on the Property, and will construct and own the Project.

2. APPROVAL OF SUBDIVISION UTILITY SYSTEM

The Subdivision Utility System, as defined below, shown on and described in (a) the Coastside Senior Housing 925 Main Street civil drawings, Sheets C-3 and C-6, prepared by Giuliani & Kull, Inc. (revisions dated 1/24/12) submitted to the District January 26, 2012, and (b) the Water System Specifications for Coastside Senior Housing, 925 Main Street, dated February 2, 2012, prepared by District Engineer James Teter (hereinafter collectively, the "reviewed submittal documents"), are approved. Copies of the reviewed submittal documents are on file at the office of the District and are incorporated herein by this reference as Exhibit C. The Subdivision Utility System and reviewed submittal documents as approved by this Agreement shall not be modified unless approved by the District and Applicant.

"Subdivision Utility System" means the water mains, service lines from the water mains to the meters, fittings, valves and housing thereof, fire hydrants, manholes, and all appurtenances thereto, except water meters for individual units and irrigation service, required to service the Project, as depicted and described in the reviewed submittal documents.

3. INSTALLATION

A. Applicant shall commence installation of the Subdivision Utility System no later than twelve (12) months, subject to extension for force majeure events not the fault of Applicant, after the date of this Agreement and shall complete its installation within twelve (12) months after the commencement of said construction. If installation is not commenced and/or completed by such dates, the District may terminate this Agreement, unless the delay is solely attributable to events, such as fire, flood or earthquake, which are beyond the control of, and not the fault of, Applicant.

B. Applicant shall install the Subdivision Utility System in accordance with (1) the location and sizes shown on the reviewed submittal documents identified in Section 2; (2) the District's "Standard Specifications and Construction Details," a copy of which has previously been furnished to Applicant; and (3) the further reasonable directions of the District Engineer.

4. INSPECTION; CONSTRUCTION

A. Prior to commencing construction, Applicant shall furnish to the District Engineer, at Applicant's expense, a report by a competent soils engineer or soils laboratory indicating that the compaction of the

fills within which said facilities are to be installed is at least equal to ninety-five percent (95%) compaction, as that phrase is defined in the latest edition of the Standard Specifications, State of California, Department of Transportation, or meets such other criteria as the District Engineer may prescribe.

B. Applicant shall notify District in writing at least ten (10) days in advance of the proposed starting date for construction and shall not commence construction unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. District agrees to make the District Engineer or other authorized District inspector available to be on site, provided the ten (10) days advance notice is given by Applicant. If construction is not continuous, District shall be notified at least forty-eight (48) hours in advance of the resumption of construction. Any work performed without notice to District may be rejected by District on that ground alone. The District Engineer will observe and inspect facilities solely to protect the interests of the District and to determine whether the completed work is acceptable to District and can be incorporated into the District system. The District does not assume thereby any responsibility for the operations or safety practices of Applicant. Applicant is responsible for correct location of all facilities which it installs. The District Engineer will not inspect facilities installed "downstream" of the individual meter boxes.

C. Applicant and Property Owner shall permit District's employees and authorized representatives to inspect the Subdivision Utility System, and the plans and materials therefore, at any reasonable time before, during, or after installation.

D. Applicant shall repair at its expense (or, at the option of District, shall reimburse District for the actual cost of repairs effected by it) any damage to District property caused by Applicant, Property Owner, their agents, employees, or contractors in constructing the Subdivision Utility System.

5. PAYMENT OF FEES AND CHARGES

The Applicant will pay applicable fees and charges as follows:

A. Transmission and Storage Fees. None due. The transmission and storage fees attributable to Six (6) 5/8" non-priority water service connections and Three and one-half (3.5) 5/8" priority water service connections have previously been paid. Exhibit D presents a tabulation of Transmission and Storage Fee requirements.

B. Water Meter Installation Fees. None due currently. However, prior to installation of the meters, the District will review building plans for the parcel and Applicant shall pay actual costs of the purchase and installation of the water meters.

No deposit is required for fire service meters. Applicant will pay the District's actual cost of purchase and installation of the fire service meters at the time Applicant requests meter installation.

C. Initial Filing Fee. None due. Applicant has previously paid a non-refundable initial filing fee in the amount of Five Hundred Dollars (\$500.00).

D. Plan Check and Construction Inspection Fees. Concurrently with the execution of this Agreement, Applicant shall pay the sum of Ten Thousand Dollars (\$10,000), which is the amount due for the District staff and Engineer's costs in reviewing final plans, inspecting the construction of the Subdivision Utility System, modifications of water system maps, and administrative, legal, and auditing costs.

E. Total Payment Due with Agreement. The total payment due concurrently with execution of this Agreement shall be Ten Thousand Dollars (\$10,000.00), which represents the sum of fees listed in paragraph D.

6. **BONDS**

Following execution of this Agreement, and at least ten (10) days prior to commencing construction on the Subdivision Utility System, Applicant shall furnish to District the following bonds. The amount of each bond will be determined later, based on 100% of the cost of construction or maintenance of the Subdivision Utility System, as the case may be, and based on cost estimates by Applicant and approved by the District Engineer no more than 90 days prior to the commencement of construction. The necessary bonds and current amounts are as follows:

A. Payment Bond: in the amount of 100% of the proposal to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

B. Performance Bond: in the amount of 100% of the proposal to guarantee the faithful performance of the terms of this Agreement; and

C. Maintenance Bond: in the amount of 10% of the proposal (which shall not be less than ten percent (10%) of the estimated cost of constructing the Subdivision Utility System) against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the Subdivision Utility System by District ("2 year warranty").

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

7. INDEMNITY

A. District shall not be responsible or held liable in any manner whatsoever for any injury or damage which may be done to any person or property (or other loss or liability) arising from the performance or failure to perform the obligations set forth in this Agreement and the installation of the Subdivision Utility System by or on behalf of Applicant.

B. Applicant and Property Owner, on their behalf and on behalf of their successors in interest, hereby agree to waive any claims against District arising from or related to the events and activities described in Subsection A, above, and to indemnify, defend and hold harmless the District, its directors, officers, employees, and agents from and against any and all liability for the death of or injury to any person and for the loss of, or damage to, any property (including the loss of its use) which may arise from such events and activities. The agreements contained in this paragraph shall survive the performance of the remainder of this Agreement and shall remain in full force and effect notwithstanding such performance.

C. The provisions of Section 7.A and 7.B shall not be applicable to injury or damage, loss or liability caused by the District's sole, active negligence or willful misconduct.

8. INSURANCE

A. Applicant or its construction contractor shall, at its cost, maintain in full force and effect during the period beginning with commencement of construction of the Subdivision Utility System and terminating

no earlier than thirty (30) days after completion thereof and approval by District for its connection with the District's distribution system, a policy or policies of liability insurance, as follows:

1. Bodily and personal injury liability in an amount not less than One Million Dollars (\$1,000,000.00) per person and Two Million Dollars (\$2,000,000.00) per occurrence; and
2. Property damage insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

Such policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by reason of acts done or omitted to be done as a result of the installation of the Subdivision Utility System by or on behalf of Applicant or Property Owner and shall further insure District against any and all costs and expenses, including attorneys fees, which District may incur in resisting any claim which may be made against District for any such injury or damage.

B. Each such policy shall:

1. be issued by an insurance company or companies qualified to do business in California and approved in writing by District;
2. name District, its Directors, officers, agents and employees, as additional insureds;
3. specify that it acts as Primary Insurance; the insurer being liable thereunder for the full amount of any loss up to and including the total limit of liability without right of contribution from any insurance effected by District;
4. provide that the policy shall not be cancelled or altered without thirty (30) days' prior written notice to District; and
5. otherwise be in form reasonably satisfactory to District.

C. Applicant or its contractor shall provide, and maintain at all times during the course of installation of the Subdivision Utility System, Worker's Compensation Insurance in conformance with the laws of the State of California. Such policy shall provide that the underwriter thereof waives all right of subrogation against District by reason of any claim arising out of or connected with installation of the Subdivision Utility System and that such policy shall not be cancelled or altered without thirty (30) days' prior written notice to District.

D. Copies of all policies required above (or Certificates of Insurance satisfactory to District) shall be delivered to District at least ten (10) days prior to commencement of construction of the Subdivision Utility System.

9. SIZING OF INTERIOR PLUMBING; WATER PRESSURE

It is Applicant's responsibility to ensure sufficiency of water flow and pressure at all fixture units in each part of the Project; District shall have no responsibility to inspect the installation of interior plumbing fixtures or piping.

10. CONVEYANCE OF TITLE TO SUBDIVISION UTILITY SYSTEM

Full right, title and interest in and to all elements of the Subdivision Utility System installed pursuant hereto will be granted to District upon written notice of acceptance thereof by District and without the necessity for any further action by Applicant or Property Owner. There shall be no obligation upon District to pay or reimburse to Applicant or Property Owner any part of the cost of Subdivision Utility System. Applicant or Property Owner warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics and materialmen liens that could arise from construction of the Subdivision Utility System, charges and encumbrances whatsoever. All water meters installed by the District are and will remain the property of District.

11. CONVEYANCE OF EASEMENTS

Property Owner and Applicant agree that they will convey, or arrange for the conveyance, to District all easements necessary for access to, maintenance, repair, improvement, or replacement of the Subdivision Utility System via the recordation of the Final Map.

12. ACCEPTANCE BY DISTRICT

District shall accept the Subdivision Utility System when all of the following conditions have been met: (1) completion of the Subdivision Utility System; (2) written certification by District Engineer upon completion that the Subdivision Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence in a form acceptable to District that it has paid all costs incurred in constructing the Subdivision Utility System, including but not limited to paying in full all contractors, subcontractors, suppliers, vendors, and employees performing work on the Project; (4) performance by Applicant and Property Owner of all obligations under this Agreement which are to be completed prior to acceptance of the Subdivision Utility System, including payment of all sums due the

District; and (5) furnishing by Applicant of two sets of nonammonia-type mylar reproducible drawings of the completed improvements showing "as-built" conditions.

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

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

Prior to acceptance, all liability and risk of loss associated with the Subdivision Utility System shall remain with the Applicant or with its assignee if the Agreement has been assigned pursuant to Section 15. Upon acceptance, all liability and risk of loss associated with the Subdivision Utility System shall be the exclusive responsibility of District.

13. EXECUTION AND PERFORMANCE OF AGREEMENT

Execution of this Agreement is a condition precedent to issuance by District of any letters, approvals, consents, or communications to any state, municipal, local or other public bodies regarding the availability of water service to the area to be developed. Full performance of and compliance with each and every term of this Agreement by Applicant is a condition precedent to water service by District.

14. DISTRICT REGULATIONS

Applicant shall at all times abide by and faithfully observe any and all District ordinances, resolutions, rules and regulations presently in effect, including current fee schedules, or which may hereafter be enacted or amended from time to time, including but not limited to *Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials* (codified through Resolution No. 2003-11, March 2004), a copy of which has previously been furnished to Applicant.

15. ASSIGNMENT

The assignment of Applicant's or Property Owner's rights and obligations under this Agreement must be approved in advance by District in writing. No assignment of Applicant's or Property Owner's rights under this Agreement shall be valid or binding on the District unless the assignee (1)

executes a written instrument, in form and substance satisfactory to District, assuming all of Applicant's obligations under this Agreement, which have not been fully performed as of the date of assignment and (2) provides replacement bonds to satisfy any obligations which have not been fully performed by Applicant. Applicant may, at its option, provide bonds that guarantee its performance and that of any assignee, in which case no replacement bonds pursuant to this section would be necessary. Upon posting of any replacement bonds, the District shall immediately release the bonds posted by Applicant.

This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors and permitted assigns. If the Applicant or a permitted successor or assign shall disincorporate, forfeit its articles or right of incorporation, or otherwise fully terminate without a successor or assign, District shall as of the date of disincorporation, forfeiture or termination own the Subdivision Utility System free and clear of any obligation to any party.

16. NOTICE

Any notice required by this Agreement shall be satisfied by a notice in writing, either delivered personally or sent by regular or certified mail, postage prepaid, and addressed as follows:

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

Applicant: Coastside Senior Housing Limited Partners
701 Arnold Way, Suite 100
Half Moon Bay, CA 94019
Attention: Tobi Liebermann

Property Owner: Coastside Adult Day Health Center
645 Correas Street
Half Moon Bay, CA 94019

17. CONSTRUCTION OF AGREEMENT

All parties have participated in preparing this Agreement. This Agreement shall be construed reasonably and not in favor of or against any party hereto on the grounds that one party prepared the Agreement.

18. ENTIRE AGREEMENT

This Agreement, including the Exhibits which are hereby incorporated by reference, contains the entire agreement between the parties hereto. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist.

19. APPLICABLE LAW

This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California. Except as expressly provided for herein, this Agreement is not intended to, and does not, modify the District's rights to exercise the legislative discretion accorded to it by the laws of California. Any lawsuit related to this Agreement shall be commenced and prosecuted in the County of San Mateo, State of California.

20. AMENDMENT

Any amendment hereof, including any oral modification allegedly supported by new consideration, shall not be effective unless reduced to a writing signed by both parties.

21. AUTHORIZED SIGNATURE

The individuals whose names are subscribed to this Agreement represent and warrant that they are authorized to act on behalf of the party for whom they sign.

22. TIME

Time is of the essence of the Agreement.

23. LOW PRESSURE INDEMNIFICATION

Applicant and Property Owner acknowledge that pressure in the District's system at the point of connection of the Project will meet the 20 psi minimum required by Title 22 California Code of Regulations §64602 but may be lower than typical water system pressures or pressures in other areas of the District and may be subject to low water pressure conditions. It is the Applicant's responsibility to design the Project in a way that ensures sufficient flow and pressure at all Project fixtures at all times. The District has approved the Project but only on the condition that (1) in accordance with Section 7 of this Agreement, Applicant hereby agrees to indemnify, defend, and hold harmless the District, its directors, officers, employees, and agents for and against any and all claims, liabilities, and costs

resulting from low water pressure in the District's system, and (2) Applicant and Property Owner hereby agree to execute a document substantially in the form of Exhibit E, which the District may record, advising future owners and occupants of the Project of the low pressure situation.

Applicant agrees that it will not install or permit the installation of additional or larger plumbing fixtures without notice to and prior approval of District and payment of applicable additional fees, including transmission and storage fees.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary

APPLICANT

Coastside Senior Housing Limited Partners, a California limited partnership

By: Mercy Housing Calwest,
a California nonprofit public benefit corporation, its general partner

By: _____

Name: _____

Its: _____

By: The Lesley Foundation,
a California nonprofit public benefit corporation, its general partner

By: _____

Name: _____

Its: _____

SENIOR COASTSIDERS, INC.

By: _____

Name: _____

Its: _____

By: _____

Name: _____

Its: _____

COASTSIDE ADULT DAY HEALTH CENTER

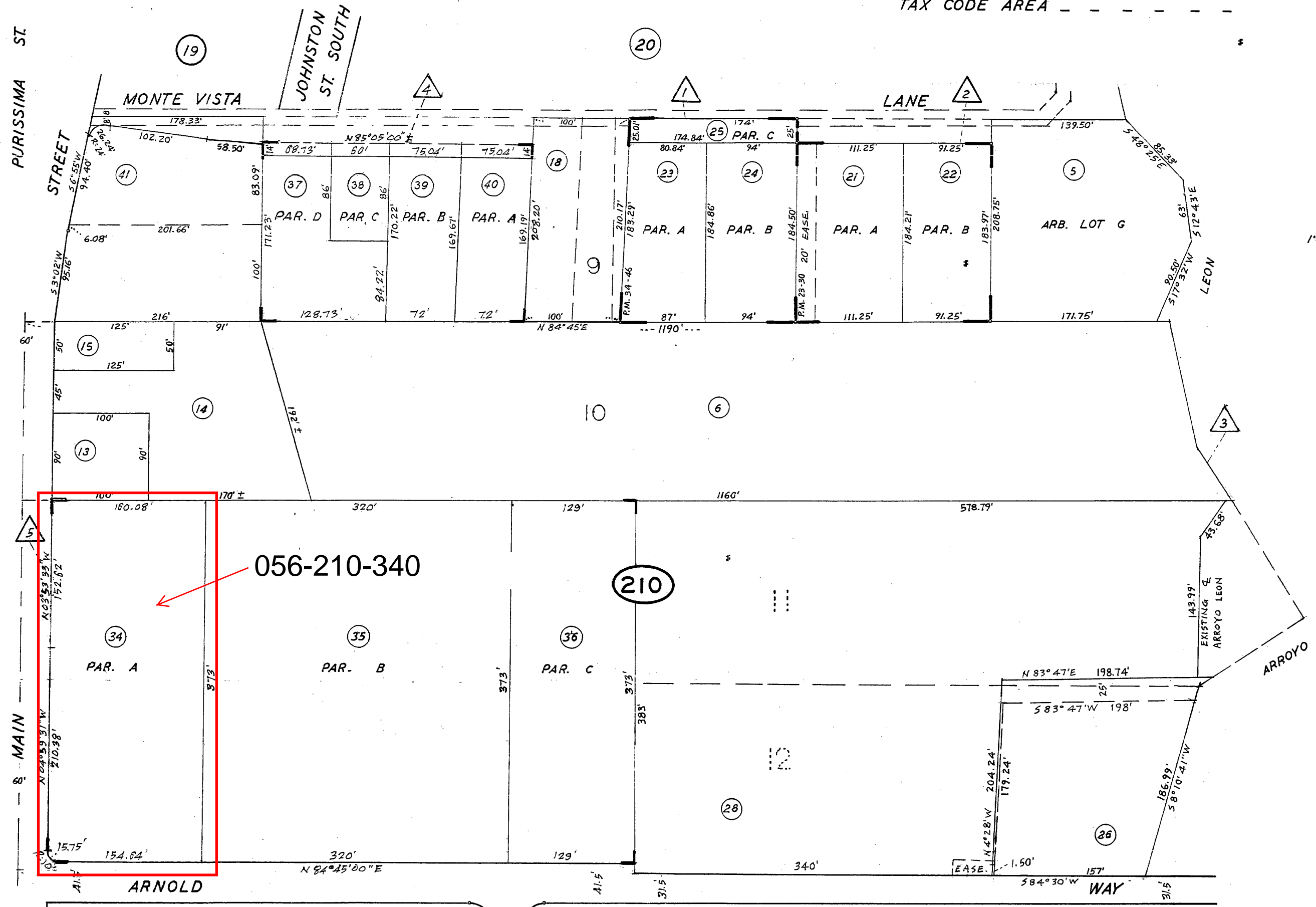
By: _____

Name: _____

Its: _____

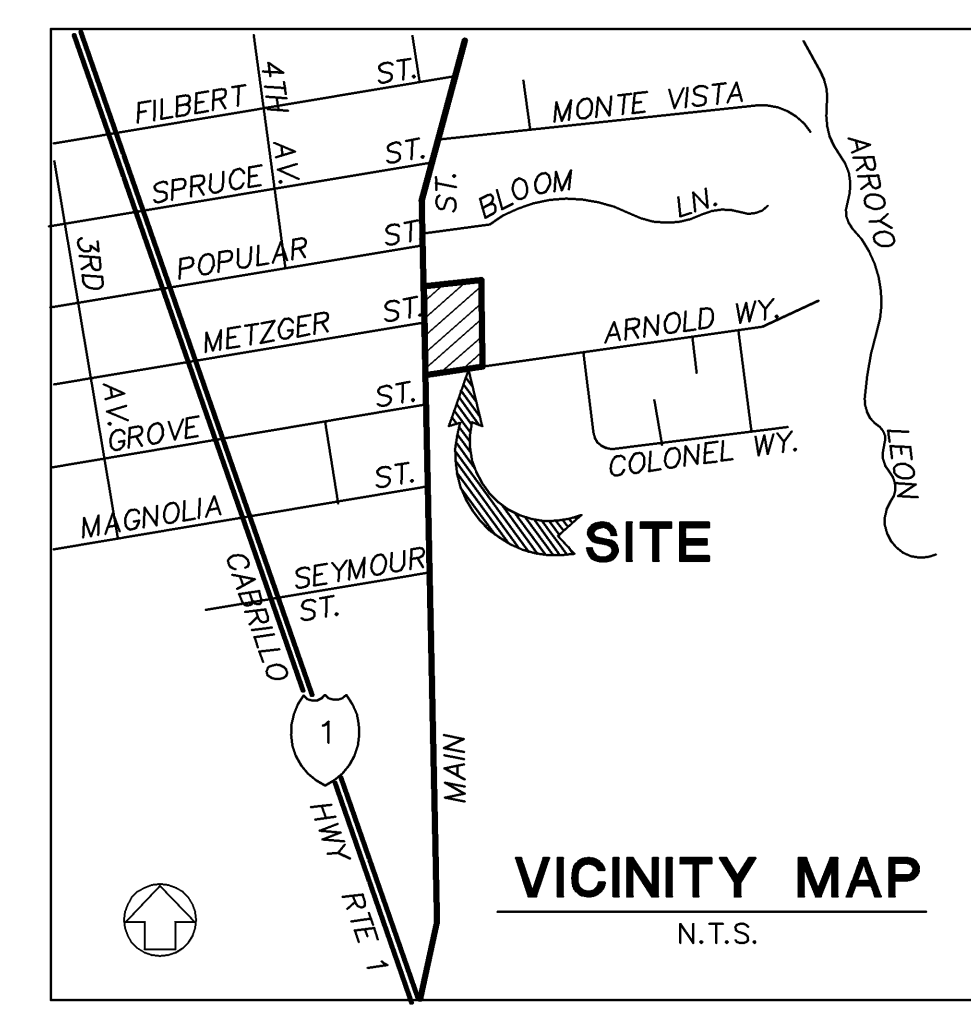
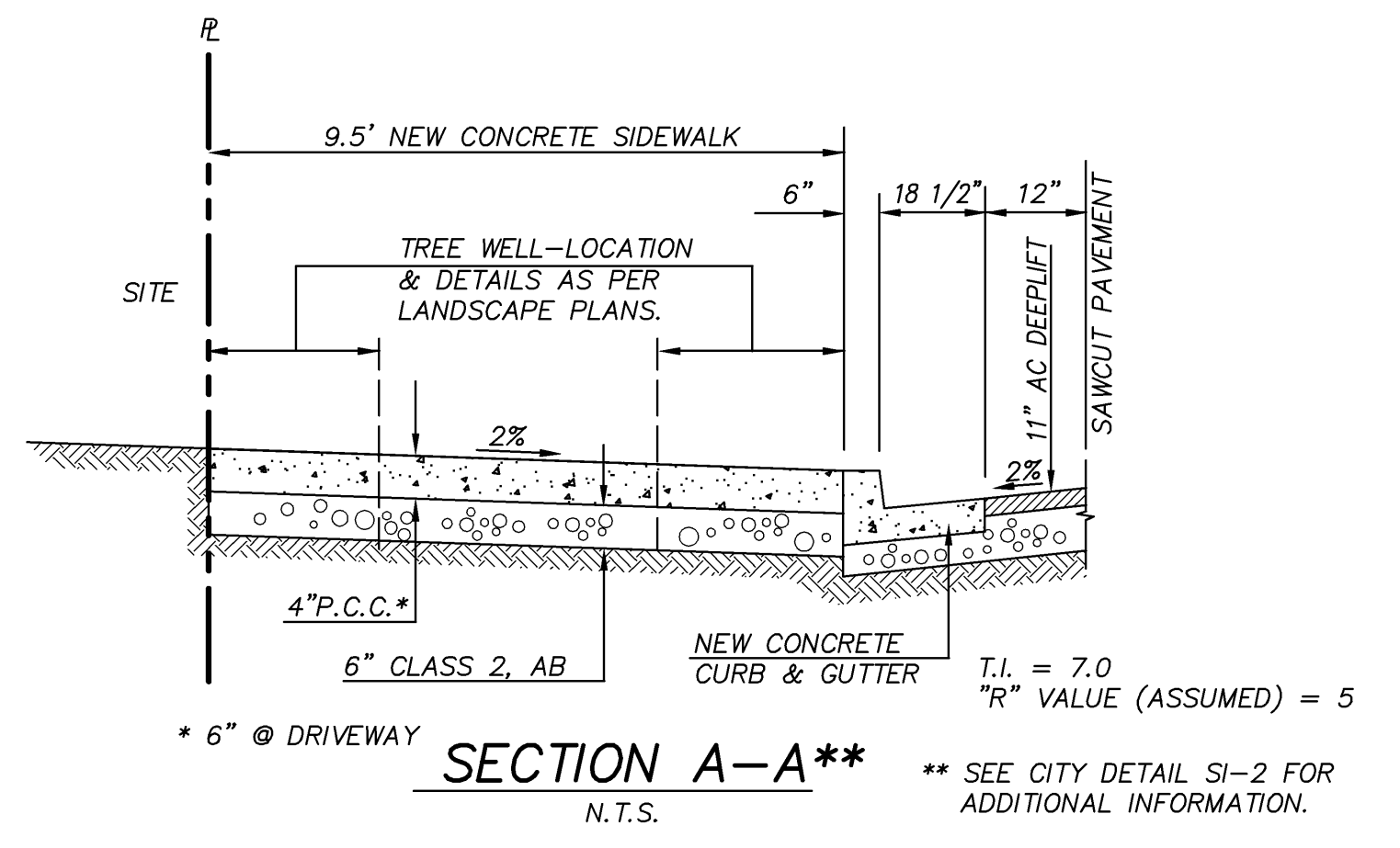
56-21

TAX CODE AREA



- △ 4 PARCEL MAP VOL 73/45-46
- △ 5 PARCEL MAP VOL 73/68-69

- △ 1 PARCEL MAP VOL. 34/46
- △ 2 PARCEL MAP VOL. 23/30
- △ 3 SPANISHTOWN SOUTH RSM 1/61



SCALE 1" = 20'

DATE	REVISIONS
12/16/11	GENERAL REVISIONS
1/24/12	CITY COMMENT

DESIGNED BY: E.T.
DRAWN BY: M.H.
CHECKED BY: M.H.

CK Giuliani & Kull, Inc.
 Engineers • Planners • Surveyors
 4880 Stevens Creek Blvd., Suite 205, San Jose, CA 95129
 (408) 615-4000 • Fax (408) 615-4004
 Auburn • San Jose • Oakdale

COASTSIDE SENIOR HOUSING
925 MAIN STREET
 HALF MOON BAY, CALIFORNIA

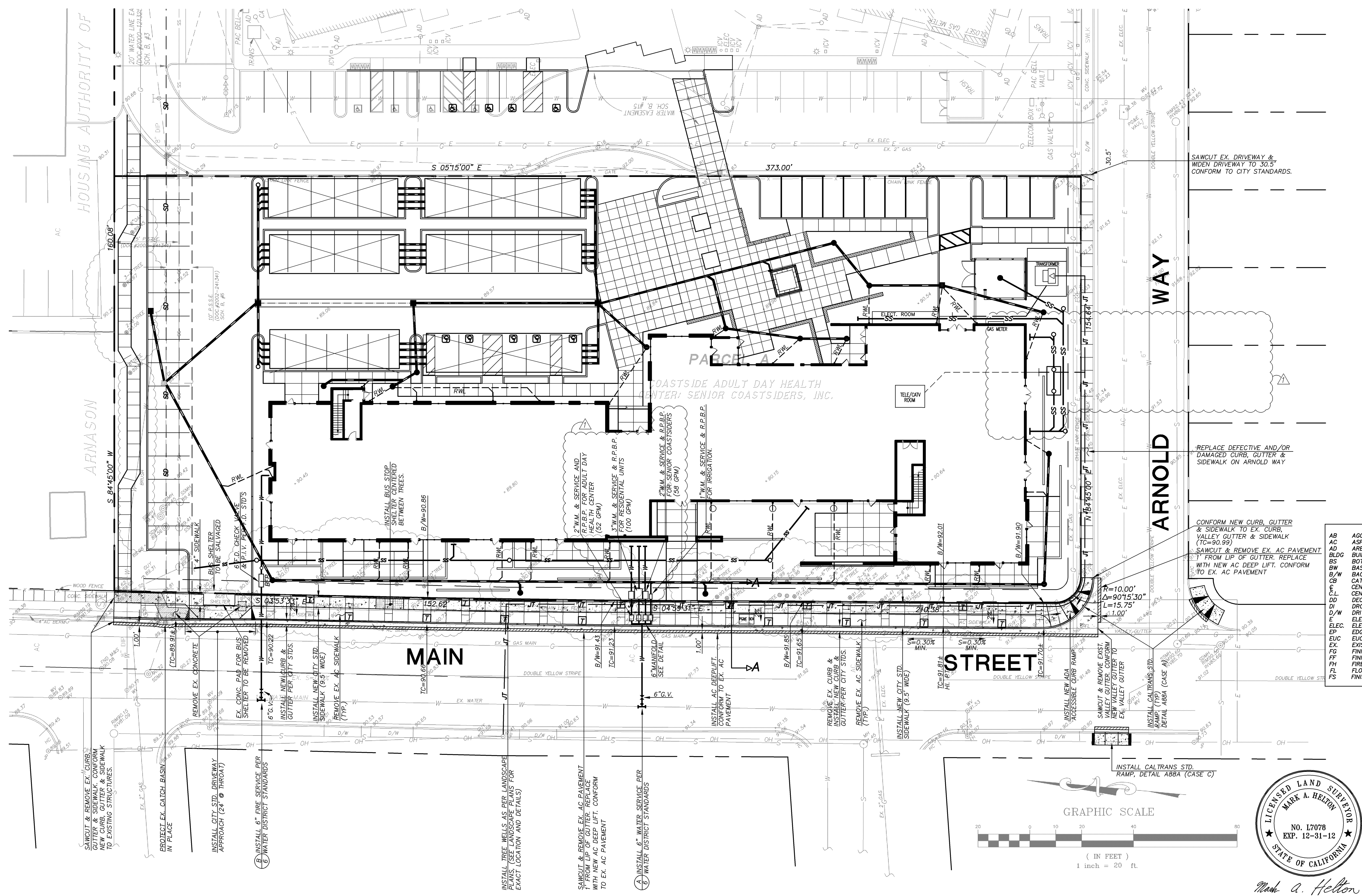
OFF-SITE STREET
IMPROVEMENT PLAN

LEGEND

PROPOSED	EXISTING	DESCRIPTION
---	---	PROPERTY LINE
---	---	BUILDING FOOTPRINT
---	---	P.C.C. PAVEMENT
---	---	AC PAVEMENT
---	---	FIRE HYDRANT
---	---	WATER VALVE
---	---	WATER METER
---	---	JOINT POLE
---	---	SANITARY MANHOLE
---	---	STORM DRAIN MANHOLE
---	---	SANITARY CLEANOUT
---	---	TREE
---	---	EX. TREE TO BE REMOVED
---	---	CONTOUR LINE
---	---	CONC. ROLLED CURB
---	---	CONC. VERTICAL CURB
---	---	CONC. CURB AND GUTTER
---	---	CATCH BASIN
---	---	AREA DRAIN
---	---	EASEMENT LINE
---	---	BUILDING SETBACK LINE
---	---	DRAINAGE FLOW
---	---	RETAINING WALL
---	---	FENCE LINE
---	---	STORM DRAIN LINE
---	---	SANITARY SEWER LINE
---	---	WATER LINE
---	---	GAS LINE
---	---	RAIN WATER LEADER CONNECTION TO ROOF DOWNSPOUTS

ABBREVIATIONS

AB	AGGREGATE BASE	G	GAS	PP	POWER POLE
AC	ASPHALT CONCRETE	GB	GRADE BREAK	RT	RIGHT
AD	AREA DRAIN	RWD	REDWOOD	R/W	RIGHT OF WAY
BLOG	BUILDING	GRD	GROUND	S	SLOPE
BS	BOTTOM OF STEP	GM	GAS METER	SSCO	SEWER CLEANOUT
BW	BASE OF WALL	GT	GRATE	SD	STORM DRAIN
B/W	BACK OF WALK	HCR	HANDICAP RAMP	SDCO	STORM DRAIN CLEANOUT
CB	CATCH BASIN	HP	HIGH POINT	SDE	STORM DRAIN EASEMENT
C	CENTERLINE	ICV	IRRIGATION CONTROL VALVE	SS	SANITARY SEWER
CL	CENTERLINE	INV	INVERT ELEVATION	SSS	SANITARY SEWER EASEMENT
DD	DECK DRAIN	JP	JOINT UTILITY POLE	STA	STATION
DI	DROP INLET	JT	JOINT TRENCH	T	TELEPHONE
D/W	DRIVEWAY	LF	LINEAR FEET	TEL	TELEPHONE
E	ELECTRICAL	LT	LEFT	TB	TOP OF BANK
ELEC.	ELECTRICAL	MN	MINIMUM	TC	TOP OF CURB
EDGE OF PAVEMENT	EDGE OF PAVEMENT	MH	MANHOLE	TS	TOP OF STEP
EUC	EUCALYPTUS TREE	OG	OUTSIDE GRADE	TW	TOP OF WALL
EX	EXISTING	OH	OVERHEAD UTILITY LINE	VO	VALLEY GUTTER
FG	FINISH GRADE	PSE	PUBLIC SERVICE EASEMENT	W	WATER
FF	FINISH FLOOR	PVC	POLYVINYL CHLORIDE	WM	WATER METER
FL	FIRE HYDRANT	P	PAVEMENT	WV	WATER VALVE
FL	FLOWLINE	PCP	REINFORCED CONC. PIPE		
FS	FINISH SURFACE	P.L.	PROPERTY LINE		



CITY OF HALF MOON BAY
HALF MOON BAY
COMMUNITY CENTER

SUBMITTED BY: _____ DATE: _____
 APPROVED FOR APPROVAL BY: _____ DATE: _____
 APPROVED BY: _____ DATE: _____
 MO SHARMA, CITY ENGINEER

JOB NO. _____
 SHEET 3 OF 7 SHEETS

CITY OF HALF MOON BAY
 DEPARTMENT OF PUBLIC WORKS



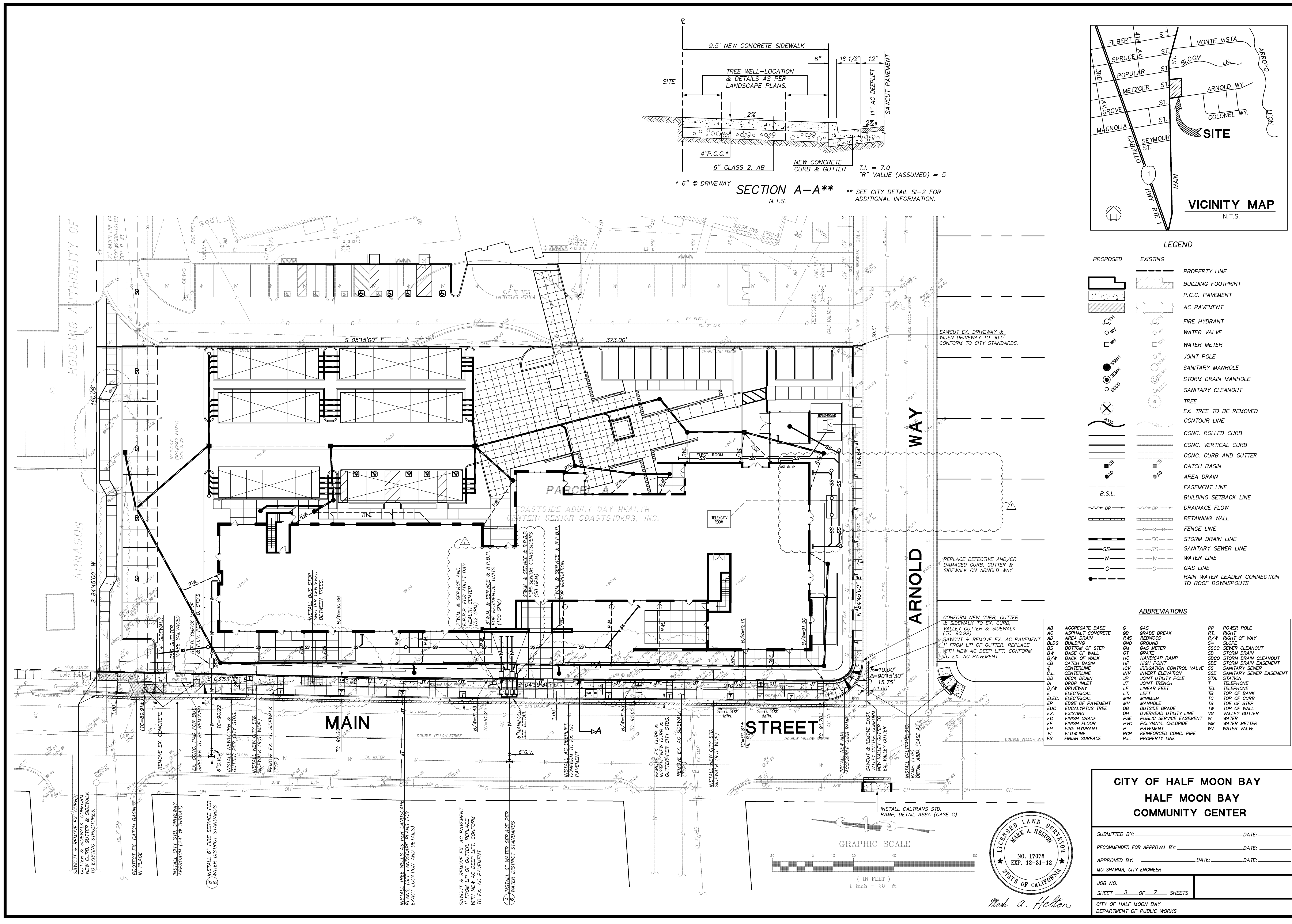
SHEET **C-3**

OF 7

DATE 8/24/11

JOB NO. 99213.5

EXHIBIT C
REVIEWED SUBMITTAL DOCUMENTS



SCALE: 1" = 20'

DATE	REVISIONS
12/16/11	GENERAL REVISIONS
1/24/12	CITY COMMENT

DESIGNED BY: E.T.
DRAWN BY: M.H.
CHECKED BY: M.H.

CK Giuliani & Kull, Inc.
Engineers • Planners • Surveyors
4880 Stevens Creek Blvd., Suite 205, San Jose, CA 95129
(408) 615-4000 • Fax (408) 615-4004
Auburn • San Jose • Oakland

COASTSIDE SENIOR HOUSING
925 MAIN STREET
HALF MOON BAY, CALIFORNIA

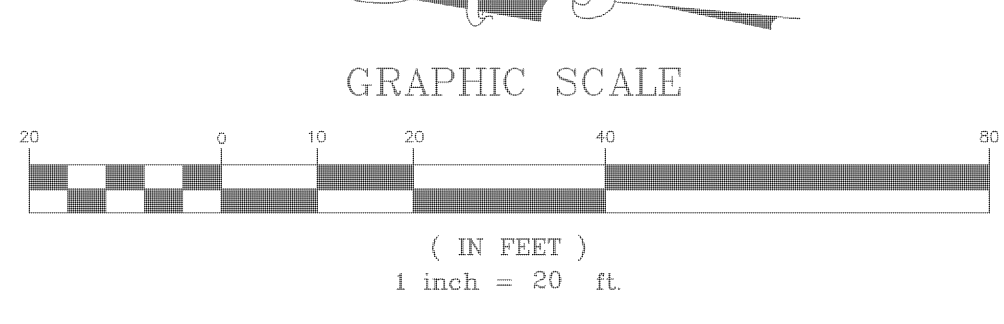
OFF-SITE STREET
IMPROVEMENT PLAN

CITY OF HALF MOON BAY
HALF MOON BAY
COMMUNITY CENTER

SUBMITTED BY: _____ DATE: _____
 APPROVED FOR APPROVAL BY: _____ DATE: _____
 APPROVED BY: _____ DATE: _____
 MO SHARMA, CITY ENGINEER

JOB NO. _____
 SHEET 3 OF 7 SHEETS

CITY OF HALF MOON BAY
DEPARTMENT OF PUBLIC WORKS

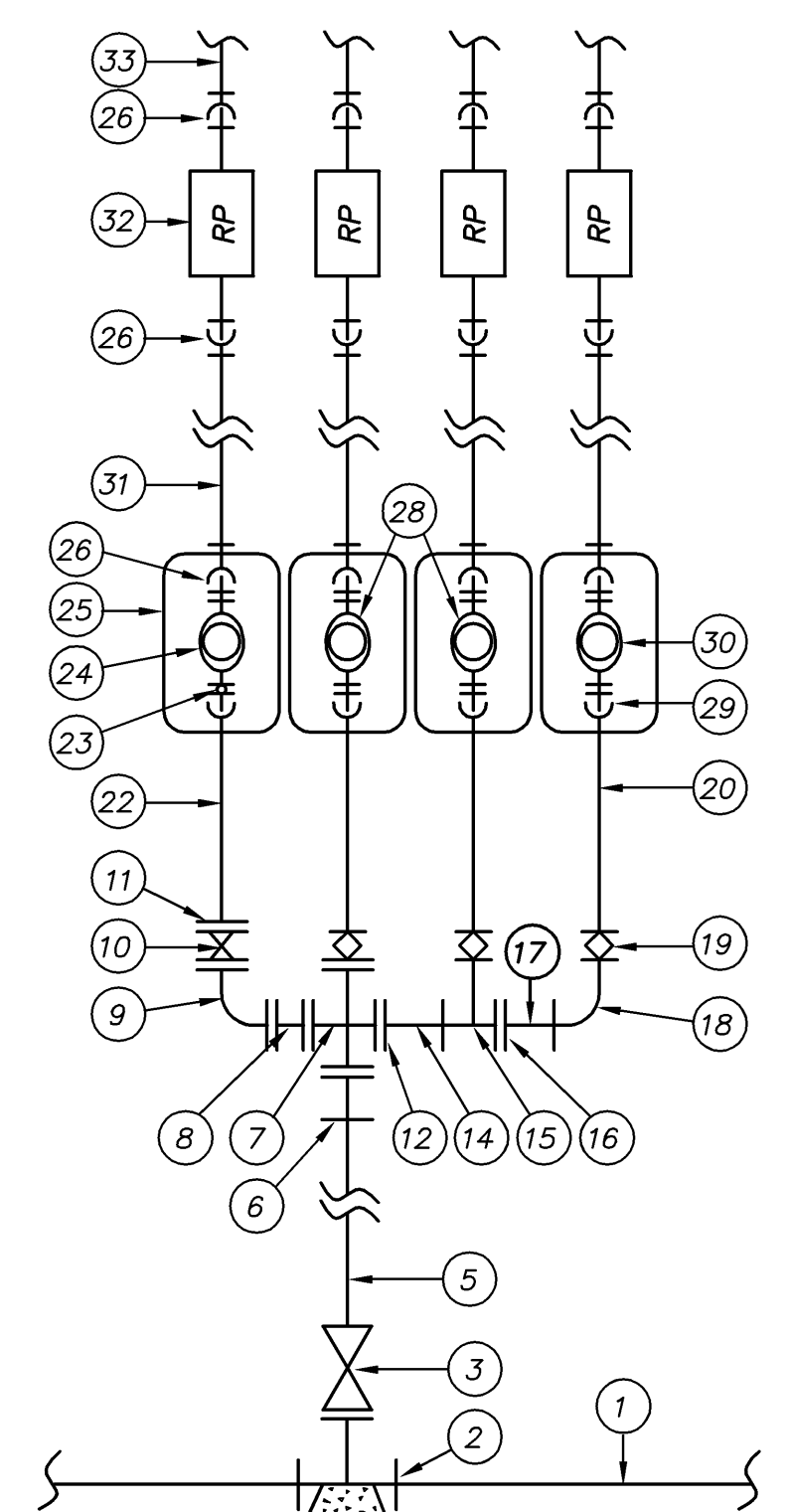


SHEET **C-3**

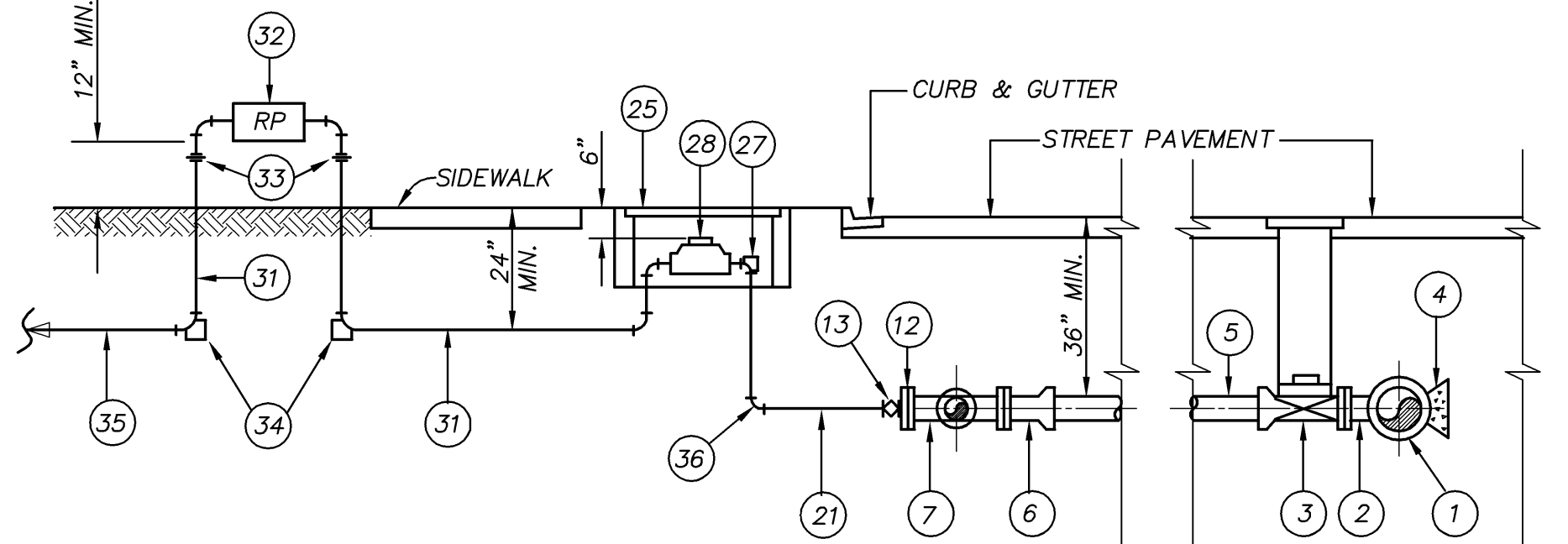
OF 7

DATE 8/24/11

JOB NO. 99213.5



A WATER SERVICE CONNECTIONS
6 INSTALLATION SCHEMATIC PLAN
N.T.S.

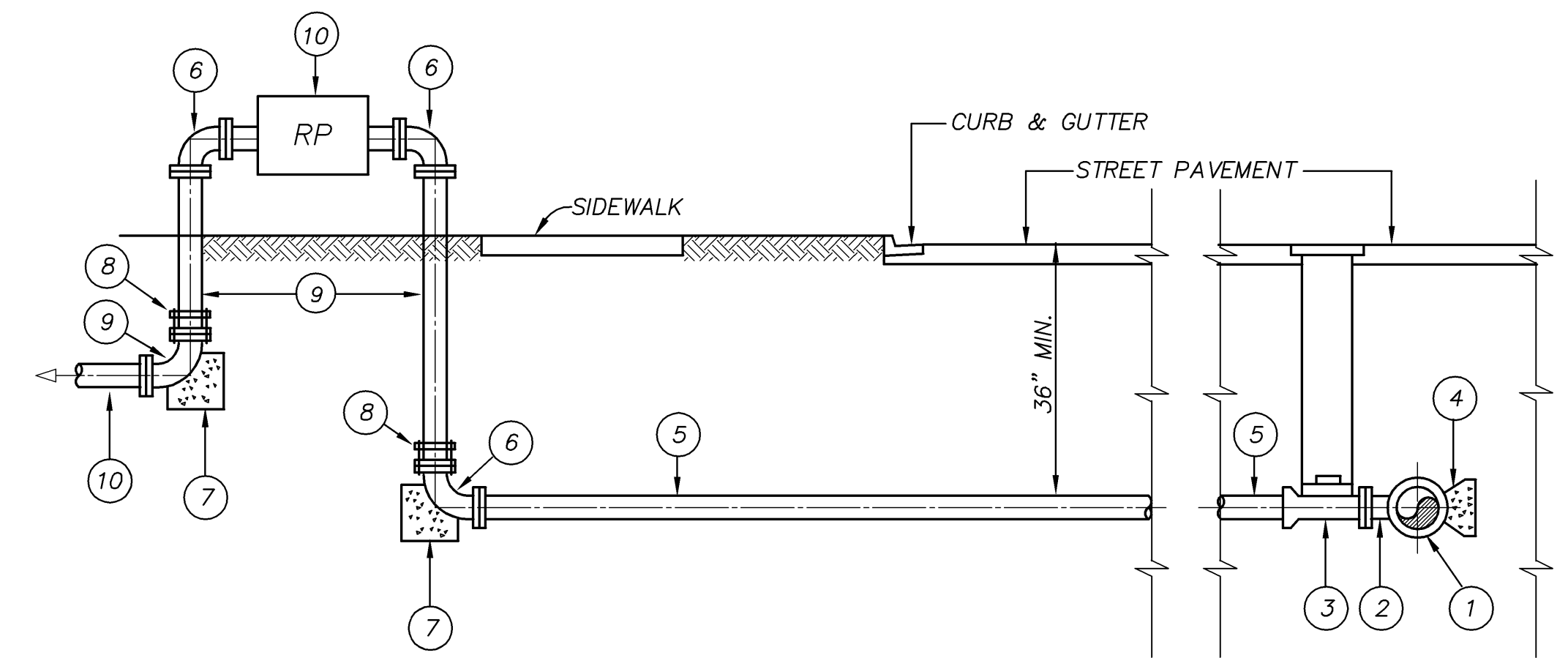


SECTION AT 6" PIPELINE
WATER SERVICE CONNECTIONS
INSTALLATION SCHEMATIC PROFILE
N.T.S.

PIPING LEGEND FOR WATER SERVICE CONNECTIONS INSTALLATION

CIRCLED NUMBER	DESCRIPTION
1	EXISTING 16" DUCTILE IRON PIPELINE (D.I.P.)
2	16" x 6" TAPPING SLEEVE
3	6" FLANGE BY MECHANICAL JOINT TAPPING VALVE
4	CONCRETE THRUST BLOCK
5	6" DUCTILE IRON PIPELINE
6	6" D.I. FLANGE BY MECHANICAL JOINT ADAPTER
7	6" x 4" FLANGED DUCTILE IRON CROSS
8	4" DUCTILE IRON FLANGE BY FLANGE SPOOL
9	4" DUCTILE IRON 90 DEGREE FLANGED ELL
10	4" FLANGED GATE VALVE
11	4" BLIND FLANGE TAPPED FOR 3" IRON PIPE THREAD
12	4" BLIND FLANGE TAPPED FOR 2" I.P.T.
13	2" BRASS CORPORATION STOP
14	2" BRASS PIPE THREADED NIPPLE
15	2" x 2" BRASS THREADED TEE
16	2" x 1" BRASS THREADED REDUCER
17	1" BRASS PIPE THREADED NIPPLE
18	1" BRASS 90 DEGREE THREADED ELL
19	1" BRASS CORPORATION STOP
20	1" TYPE K COPPER TUBING
21	2" TYPE K COPPER TUBING
22	3" BRASS PIPE AND FITTINGS
23	3" WATER VALVE
24	3" WATER METER
25	METER BOX, TYPICAL EACH WATER METER
26	BRASS 90 DEGREE THREADED ELL, TYPICAL EACH WATER METER, SAME DIAMETER AS METER
27	2" BRASS ANGLE METER STOP
28	2" WATER METER
29	1" BRASS ANGLE METER STOP
30	1" WATER METER
31	BRASS PIPE, TYPICAL EACH WATER METER, SAME DIAMETER AS METER
32	REDUCED PRESSURE TYPE BACKFLOW PREVENTION ASSEMBLY, SAME DIAMETER AS WATER METER
33	BRASS UNION, TYPICAL EACH INSTALLATION
34	CONCRETE PIPE SUPPORT
35	WATER PIPELINE TO BUILDING
36	BRASS QUARTER BEND UNION, TYPICAL EACH INSTALLATION

NOTE: MATERIALS SHALL CONFORM TO REQUIREMENTS SPECIFIED IN "WATER SYSTEM SPECIFICATIONS" DOCUMENT.

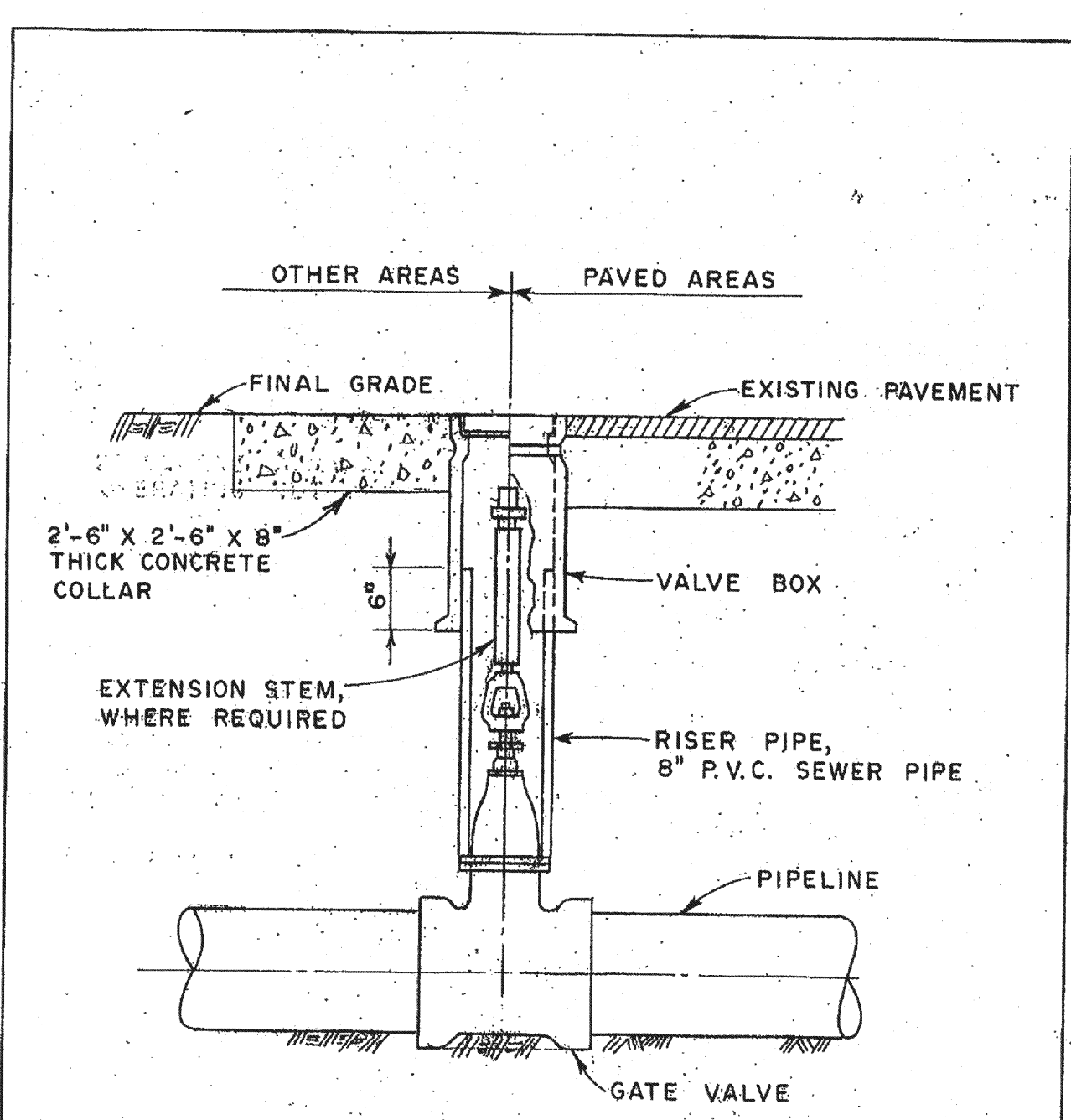


B FIRE SERVICE CONNECTIONS
6 INSTALLATION SCHEMATIC PLAN
N.T.S.

PIPING LEGEND FOR FIRE SERVICE CONNECTION INSTALLATION

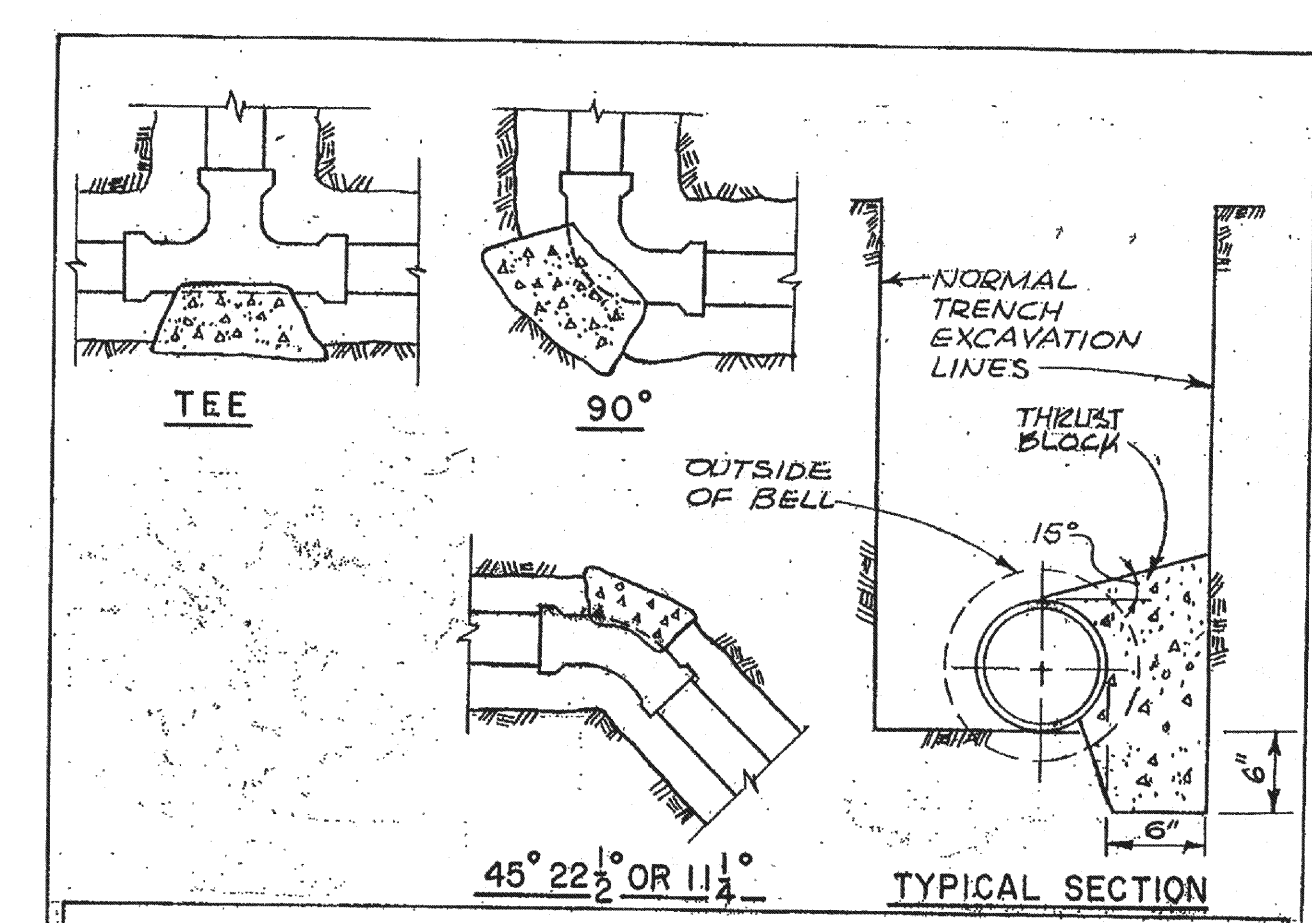
CIRCLED NUMBER	DESCRIPTION
1	EXISTING 16" DUCTILE IRON PIPELINE (D.I.P.)
2	16" x 6" TAPPING SLEEVE
3	6" FLANGE BY MECHANICAL JOINT TAPPING VALVE
4	CONCRETE THRUST BLOCK
5	6" DUCTILE IRON PIPELINE
6	6" DUCTILE IRON FLANGED 90 DEGREE ELL
7	CONCRETE PIPE SUPPORT AND THRUST BLOCK
8	6" FLANGED COUPLING ADAPTER
9	6" DUCTILE IRON FLANGE BY PLAIN END SPOOL
10	6" REDUCED PRESSURE TYPE BACKFLOW PREVENTION ASSEMBLY WITH BYPASS WATER METER ASSEMBLY
11	PIPELINE TO BUILDING FIRE SPRINKLER SYSTEM

NOTE: MATERIALS SHALL CONFORM TO REQUIREMENTS SPECIFIED IN "WATER SYSTEM SPECIFICATIONS" DOCUMENT.



DATE SEPT. 69
REV. JULY 1974
REV. NOV. 1981
REV. JULY 2004

DISTRICT STANDARDS
COASTSIDE COUNTY
WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA

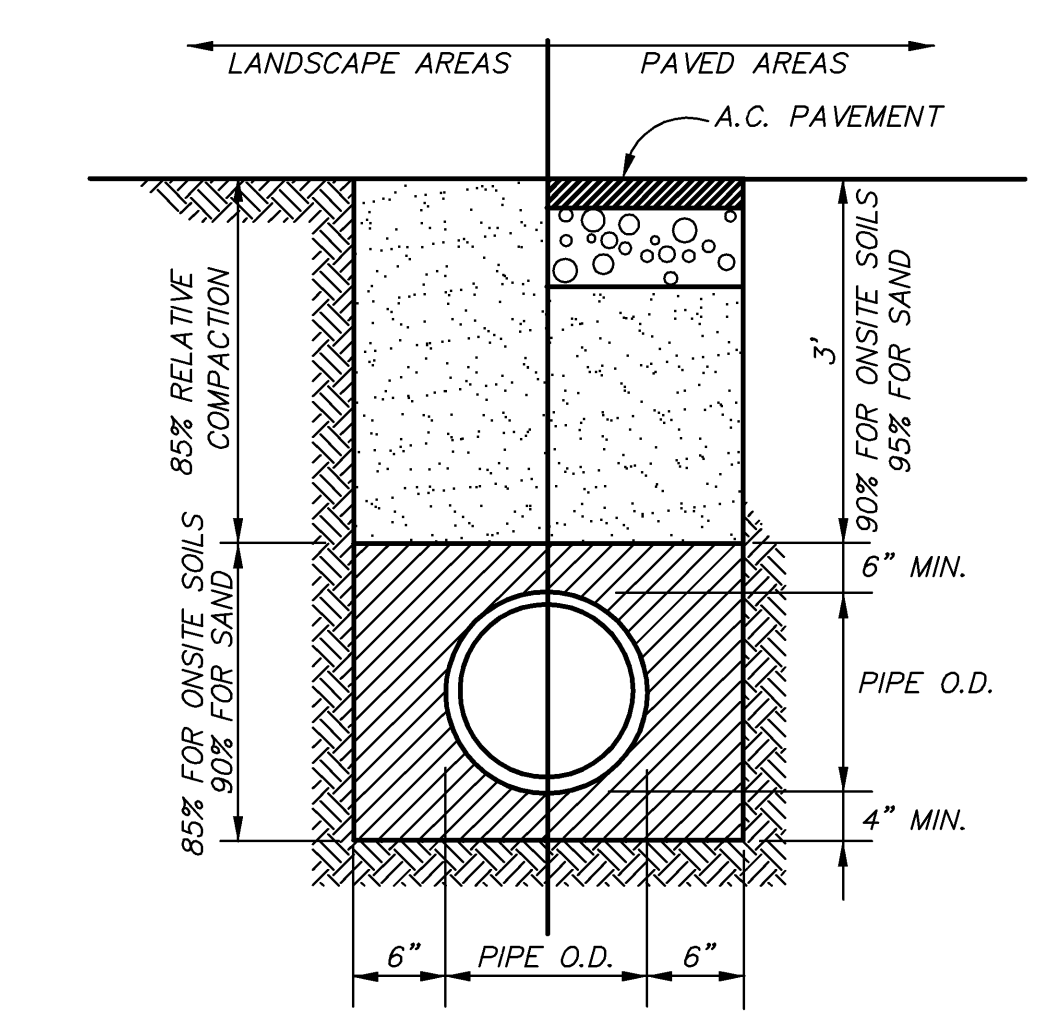


MINIMUM REQUIRED BEARING AREA AGAINST UNDISTURBED EARTH WALL

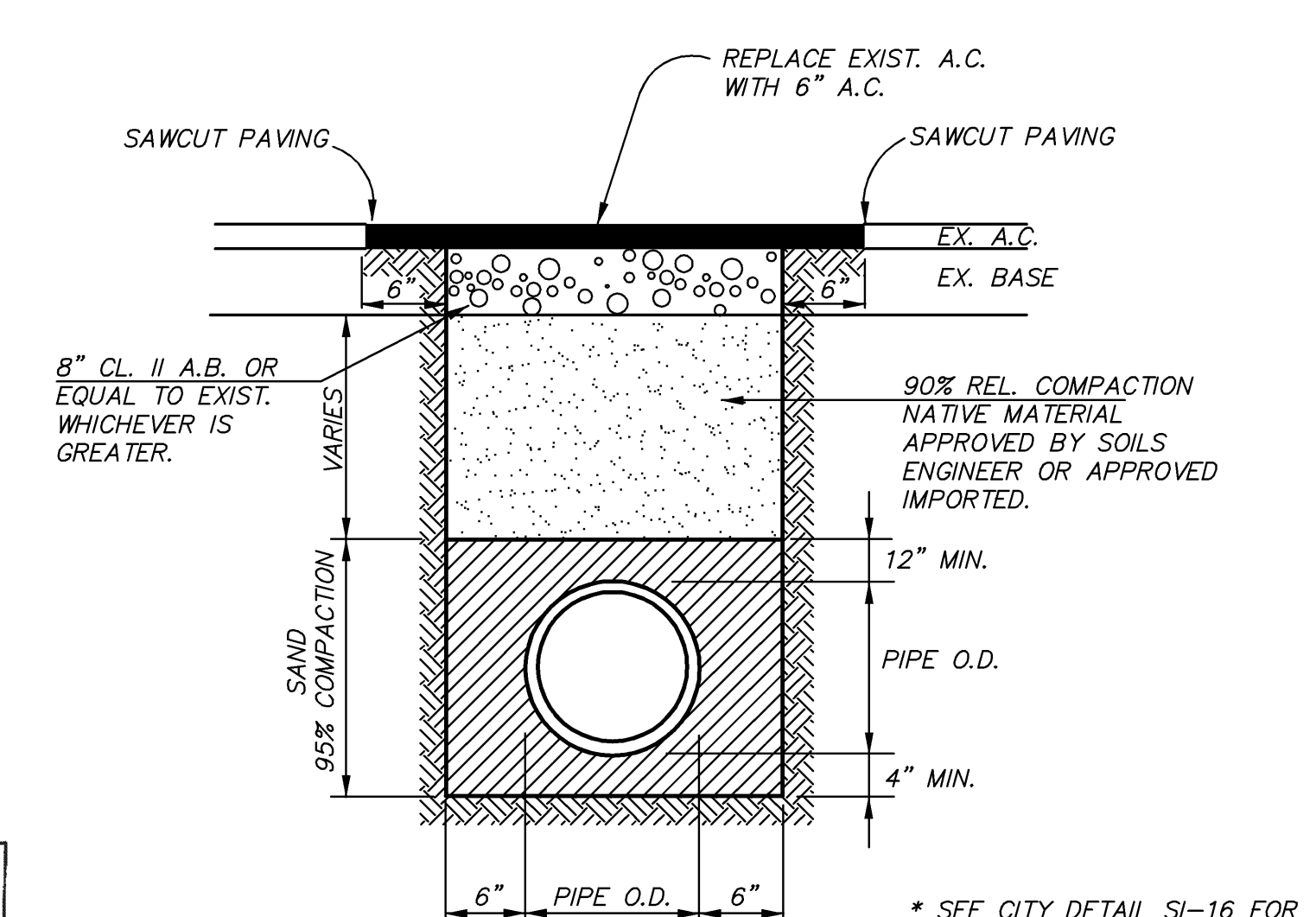
PIPE SIZE	AREA IN SQUARE FEET AT FITTINGS			
	TEE CROSS	90°	45°	22 1/2°
6	3	5	3	2
8	6	11	6	4
10	8	17	8	6
12	11	25	11	9
16	18	45	20	15

DATE SEPT. 69
REV. APR. 72

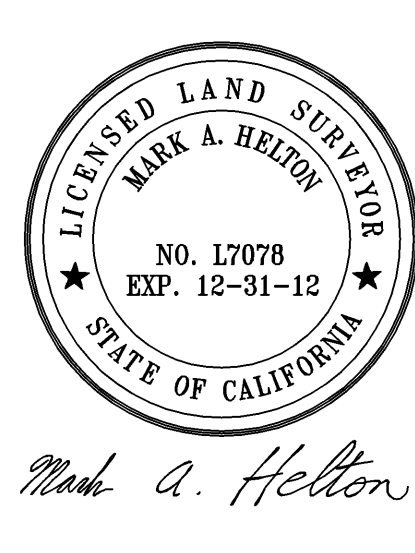
DISTRICT STANDARDS
COASTSIDE COUNTY
WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA



ON-SITE
TRENCH BACKFILL
N.T.S.



TRENCH DETAIL FOR WATER LINE*
IN EXIST. PAVEMENT AREA
N.T.S.



CITY OF HALF MOON BAY
HALF MOON BAY
COMMUNITY CENTER

SUBMITTED BY: _____ DATE: _____
RECOMMENDED FOR APPROVAL BY: _____ DATE: _____
APPROVED BY: _____ DATE: _____
MO SHARMA, CITY ENGINEER

JOB NO. _____
SHEET 6 OF 7 SHEETS

CITY OF HALF MOON BAY
DEPARTMENT OF PUBLIC WORKS

SCALE 1" = 20'

REVISIONS

DATE 7/24/12 CITY COMMENT

DESIGNED BY E.T.
CHECKED BY M.H.
DATE

GK Giuliani & Kull, Inc.
Engineers • Planners • Surveyors
4880 Stevens Creek Blvd., Suite 205, San Jose, CA 95129
(408) 615-4000 Fax (408) 615-4004
Auburn • San Jose • Oakland

COASTSIDE SENIOR HOUSING
925 MAIN STREET
HALF MOON BAY, CALIFORNIA

COASTSIDE COUNTY WATER DISTRICT DETAILS

SHEET
C-6

OF 7

DATE 1/24/12

JOB NO. 99213.5

February 2, 2012

Coastside County Water District

**WATER SYSTEM SPECIFICATIONS
FOR
COASTSIDE SENIOR HOUSING, 925 MAIN STREET**

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Specifications. This document contains the technical specifications for all water system facilities for which ownership upon project completion will be conveyed by the Applicant, Lesley Senior Communities, to the Coastside County Water District (CCWD). This document also contains the specifications for the backflow prevention devices which will be owned and maintained by Lesley Senior Communities. This document is not a complete set of specifications for the project; the Applicant and their engineer are responsible for all project specifications and contract documents other than this Water System Specifications document.
- B. Drawing. This Specifications document shall be used in conjunction with the engineering drawings for the project: "Coastside Senior Housing, 925 Main Street, Half Moon Bay, California", prepared by Giuliani & Kull, Inc., Sheets C1 through C7, various dates.
- C. Conflicts Between Specifications and Drawings. Where conflicts occur between this Specification document and the Improvement Plans, this Specifications document shall take precedence. Conflict resolution shall be performed by the District Engineer for the Coastside County Water District.

1.02 REGULATORY AGENCIES

- A. Water System. All water system work shall be in conformance with the rules and regulations of the Coastside County Water District, County of San Mateo Department of Health Services, and the State Department of Health Services.
- B. Safety. All work shall be in conformance with applicable State and Federal laws and regulations, rules and orders and as may be necessary in order that the work is performed in a safe manner and that the safety and health of the employees and the people of local communities is safeguarded.

- C. Pollution Abatement. All work shall be performed in conformance with NPDES (National Pollutant Discharge Elimination System) regulations as well as with all other applicable pollution abatement rules and regulations.

1.03 PERMITS

Prior to beginning work, the Applicant or the project Contractor shall obtain all permits required for the work including the Encroachment Permit from the City of Half Moon Bay for work within street right of way area..

1.04 INSPECTION

- A. Responsible Agency:
 - 1. Water System Work. Inspection of water system facilities including bedding and backfill around piping will be performed by the CCWD. CCWD inspection fees shall be paid by the Applicant.
 - 2. Other Work. Inspection of all other work including the remainder of the trench backfill over the water system facilities shall be performed by the Applicant.
- B. Notification. The CCWD shall be notified by the Contractor 10 days prior to the proposed start of construction of water system facilities. If construction is not continuous, the CCWD shall be notified at least 48 hours in advance of the resumption of construction.
- C. Observation. The Engineer and his authorized representatives shall at all times have access to the work, and the Contractor shall furnish every reasonable facility for ascertaining that the materials and workmanship are in accordance with CCWD requirements. All work performed and all materials furnished shall be subject to the CCWD's on-site and off-site observations. The CCWD will observe and inspect facilities solely to protect the interests of the CCWD and to determine whether the completed work is acceptable for incorporation into the CCWD system. The CCWD does not assume thereby any responsibility for the safety practices of the Contractor. The Contractor is responsible for the correct location of all facilities which are installed. All work shall be inspected by the CCWD prior to backfill. Work which has been backfilled prior to inspection by the CCWD shall be uncovered for observation at the expense of the Contractor.

1.05 CHANGES

All work shall be performed in conformance with the project documents approved by the CCWD. Changes shall not be made without the written approval of the CCWD District Engineer.

1.06 REPAIR OF DAMAGE

The Contractor shall repair at his expense any damage to CCWD or other property caused by his work. At the option of the CCWD, repairs to CCWD facilities will be completed by the CCWD with the cost of the repair work being paid by the Contractor.

1.07 SITE CONDITIONS

The CCWD has performed no investigation of subsurface conditions in the work area. The Contractor shall visit the site prior to submitting his bid and shall be responsible for making his own evaluations, inspections and determinations of all site conditions, including subsurface.

1.08 LINES AND GRADES

The Contractor will be solely responsible for all lines and grades. At no cost to the Contractor, the CCWD will field locate existing water system facilities based on best available information. However, this CCWD locating assistance is not guaranteed to be either accurate or complete. The Contractor shall uncover all existing facilities by hand excavation (potholing) ahead of his machine excavation work. Where the project drawings indicate the location of water system facilities with respect to property corners or easement boundaries, the Applicant or the Contractor shall retain the services of a licensed land surveyor to field locate each property corner and easement boundary required for installation of the new water system facilities at the proper locations.

1.09 SALVAGEABLE MATERIALS

Existing CCWD materials removed during the normal prosecution of work deemed salvageable by the CCWD, except as otherwise noted on the project drawing to be reused, shall remain under CCWD ownership and shall be delivered to the CCWD corporation yard by the Contractor.

1.10 PERSONAL LIABILITY

Neither the CCWD, its Engineer, nor any of the CCWD officers or employees shall be personally responsible for any liability arising under or by virtue of the Contractor's work.

1.11 QUALITY ASSURANCE

- A. Performance Test. Prior to project completion, the Contractor shall demonstrate to the CCWD that all water system facilities perform in the manner in which they are intended for use.
- B. Leakage Test. All water pipelines, service tubing and piping accessories shall be tested for leakage in conformance with the requirements contained in Part 3 of this document.
- C. Disinfection. All potable water pipelines, service tubing and piping accessories shall be disinfected in conformance with the requirements contained in Part 3 of this document.

1.12 REFERENCES TO STANDARD SPECIFICATIONS AND REGULATIONS

- A. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code, law or regulation in effect at the time the project documents are prepared (date shown on Specification document).

PART 2 - MATERIALS

2.01 GENERAL REQUIREMENTS

- A. All materials shall be in conformance with CCWD rules and regulations for "approved" materials.
- B. All materials shall be new.
- C. Manufacturers furnishing pipe, valves, or piping accessories shall have had similar products in successful operation under similar operating conditions for a period of at least 5 years, and shall if requested submit a list of representative installations.
- D. Materials in contact with drinking water shall be certified as meeting the specifications of NSF International/American National Standard Institute (NSF/ANSI)1-2005/Addendum 1.0-2005(Drinking Water System Components---Health Effects). This requirement shall be met under testing conducted by a product certification organization accredited for this purpose by the American National Standards Institute.
- E. Pipe materials, plumbing fittings or fixtures, and solder or flux shall be "lead free" as defined in California Health & Safety Code, Paragraph 116875, subd.(a). and subd.(d).

2.02 SHOP DRAWING REQUIREMENTS

- A. CCWD-Approved Materials. Where specific materials are listed below by manufacturer's name and model number, they are District-approved materials by CCWD Resolution No. 2003-11. No shop drawing submittals are required for these CCWD-approved materials.
- B. Approved Equal Materials. Where the term "or approved equal" is used below, the Contractor may propose the use of alternative materials to those named by submitting shop drawings for the proposed alternative materials. Five copies of each shop drawing shall be submitted to the Engineer for review. The shop drawing submittal information shall be as required to demonstrate to the satisfaction of the District Engineer that the material is equal to the District-approved material. No alternative materials shall be incorporated into the work until they have received the CCWD Engineer's favorable review. Where the term "or approved equal" is not utilized below, no alternatives will be considered by the CCWD.
- C. Contractor Verification. Where model, style or types of manufacturer's products are listed below, they are intended to indicate a standard of quality. The Contractor shall verify that the referenced model, style or type is correct for the actual project application prior to ordering the materials. When listed model numbers are no longer available or are incorrect, the District will provide new model numbers for District-approved materials.

2.03 DUCTILE IRON PIPE

- A. Pipe. Pipe shall normally be ductile iron pipe with push-on joints conforming to AWWA Standard C151, thickness Class 52. Where flanged joint pipe is required it shall conform to AWWA Standard C115, thickness Class 53.
- B. Pipe Joints:
 - 1. Push-On Pipe Joints. Push-on pipe shall normally be utilized for all buried piping except where otherwise indicated on the project drawings or otherwise required. Push-on joints shall conform to AWWA Standard C111 with restrained type "Field-Lok" gaskets as manufactured by U.S. Pipe and Foundry Co.
 - 2. Flanged Joint Pipe. Flanged joint pipe shall be utilized in buried piping where shown on the Contract Drawings or required. All above grade pipe shall have flanged joints. Flanges shall be in conformance with AWWA C115. Flanges shall be Class 125, B16.1, rated for a service pressure of 250 psi. Bolts and nuts for all flanged joints shall be Type 316 stainless steel.
- C. Fittings:

1. Fittings for Push-On Joint Pipe. Fittings shall be ductile iron conforming to AWWA Standard C153. Fittings shall be push-on type ("Tyton" style) or mechanical joint type as directed by the District. Fittings shall be furnished and installed with joint restraint devices as described below:
 - a. Restraint Device for Push-On Fittings: "Field-Lok" gaskets as manufactured by U.S. Pipe and Foundry Co.
 - b. Restraint Device for Mechanical Joint Fittings: Series 1110HD Megalug Retainer Glands as manufactured by EBBA Iron Sales, Inc.
2. Fittings for Flanged Pipe. Fittings shall be ductile iron conforming to AWWA C110. Fittings shall be screw-on type, normally Class 125, B16.1 Type, designed for a service pressure of 250 psi. Bolts and nuts for flanged joints shall be Type 316 stainless steel. Gaskets shall normally be 1/8 inch thick non-asbestos composition type.

- D. Exterior Coating. Pipe and fittings shall be furnished with a 1 mil thick asphaltic coating. The finished coating shall be the manufacturer's standard conforming to AWWA requirements.
- E. Interior Lining. Pipe and fittings shall be cement lined in conformance with AWWA Standard C104.
- F. Polyethylene Encasement. Polyethylene encasement shall be tube type, conforming to AWWA Standard C105. Color may be Class A natural or Class C black.

2.04 COPPER TUBING

- A. Tubing:
1. Buried Tubing. Copper tubing for buried service shall be Type K (soft) conforming to ASTM B88.
- B. Tubing Joints and Fittings.
1. Buried Tubing. Joints and fittings for buried copper tubing shall be compression type which do not require flaring or soldering. Service fittings shall be Mueller Series 110 compression connections.

2.05 BRASS PIPE

- A. Brass pipe shall be in conformance with ASTM-B43, regular. Joints shall be screwed type.

2.06 GATE VALVES

- A. Gate Valves 4 Inches in Diameter and Larger. Gate valves shall be resilient-wedge type conforming to AWWA C509 and the following additional requirements. Valves shall be rated at 250 psi working pressure. All body and bonnet bolts, studs, and nuts shall be Type 316 stainless steel. Stem seals shall be O-ring type. Valve operators shall be 2 inch square nut type. Valve end connections shall be normally push-on or mechanical joint type except where flanged end connections are required. The interior and exterior of the valve body shall be coated with 10 mils minimum of epoxy material which conforms to AWWA Standard C550. The CCWD-approved valves shall be Mueller Co. A-2360 Series or Clow Corp. Model 2639.

2.07 TAPPING SLEEVES AND TAPPING VALVE

- A. Tapping Sleeves. The CCWD-approved tapping sleeve is the JCM Model 432 all stainless steel tapping sleeve with Type 316 stainless steel body, bolts and nuts.
- B. Tapping Valves. The CCWD-approved tapping valve is the Mueller tapping gate valve conforming to specification requirements for Gate Valves in Paragraph 2.06 above. The valve outlet end connection shall be a mechanical joint type.

2.08 BALL VALVES

- A. Ball Valves 3 Inches in Diameter and Smaller. Valve body shall be brass. End connections shall be screwed. Valves shall be rated for 400 psi working pressure. Seats shall be PTFE. Valves shall conform to ASME B16.44 and shall be UL and NSF/ANSI 61.8 listed. Valves shall be a product of Nibco or approved equal.

2.09 VALVE BOXES AND RISER PIPE

- A. Valve Boxes. Valve boxes shall be Christy Model G-5 with cast iron lids with the work "Water" cast into the lid.
- B. Riser Pipe. Riser pipe for the valve operator shall be 8 inch diameter PVC sewer pipe conforming to ASTM D-3034, SDR 35.

2.10 SERVICE FITTINGS FOR COPPER TUBING

- A. Service fitting shall be Mueller Series 110 compression connections as listed below:

<u>Description</u>	<u>Mueller Model Number</u>	
	<u>3/4" & 1" Size</u>	<u>1-1/2" & 2" Size</u>
Corporation Stop	B-25028	B-25008
Meter Angle Stop	B-24258	B-24276
Union	H-15403	H-15403
Tee	H-15381	H-15381
Quarter Bend Union	H-15526	H-15526

2.11 THRUST RESTRAINT DEVICES

- A. The following thrust restraint devices shall be provided where shown on the project drawings or otherwise permitted by the CCWD:
 1. Mechanical Joint Retainer Glands: Series 1110 HD Megalug Retainer Glands, a product of EBBA Iron Sales, Inc.
 2. Push-On Pipe Bell Restraint System: "Field-Lok" gasket, a product of U.S. Pipe and Foundry Co.

2.12 WATER METERS

- A. Water meters shall be Sensus meters with Orion automatic read devices. The Contractor shall purchase the meters through the CCWD.

2.13 METER BOXES

- A. Meter boxes shall be concrete, and shall be products of Christy Concrete Products, Inc. Lids shall have the work "Water" cast into the top. Extension pieces shall be provided as required so that the bottom of the meter box assembly is equal in elevation with the bottom of the meter or other device inside the box or as shown on the District Standard Installation Details or as directed by District field personnel. For water meter service connections, the following boxes and lids shall be provided:

CHRISTY METER BOXES AND LIDS

<u>Water Meter Size</u>	<u>Box No.</u>	<u>Non-Traffic Lid No.</u>
1", 2", 3"	B36	"P" type

The "P" type lids are fabricated of reinforced concrete with a 1-3/4 inch hole for the automatic meter reading device.

2.14 CONCRETE

- A. Concrete shall contain a minimum 564 pounds of Portland cement per cubic yard. Minimum compressive strength after 28 days shall be 3,500 psi.

2.15 SAND BEDDING AND BACKFILL MATERIAL

Sand for use in bedding and backfilling water pipelines and service tubing shall conform the requirements contained in the current edition of "Standard Specifications" issued by Caltrans (California Department of Transportation), Section 19. Use of beach sand will not be permitted.

2.16 WATER

Water shall be potable water unless otherwise permitted by the CCWD, and will be made available to the Contractor by the CCWD from available facilities at or in the vicinity of the work site. Cost of water shall be paid by the Contractor using a portable meter obtained from the District.

2.17 REDUCED PRESSURE TYPE BACKFLOW PREVENTION DEVICE ASSEMBLIES

Backflow prevention device assemblies shall be reduced pressure type. The CCWD-approved manufacturer of reduced pressure type backflow prevention devices is Febco. Similar and equal products of other manufacturers will be given consideration following submittal of shop drawings by the contractor. Assemblies shall obtain the approval of both the Coastside County Water District and the County of San Mateo. Assemblies shall meet all specification requirements of AWWA, and shall be approved by the Foundation for Cross-connection control and Hydraulic Research at the University of Southern California.

- A. Assembly for 2" Size Water Service Connections: Febco Series 825Y. Mainline components shall be bronze. The assembly shall include shutoff valves and test cocks which shall be full ported ball valves.
- B. Assembly for 3" Size Water Service Connection: Febco Series 825YD. The assembly shall include gate valve shutoff valves and test cocks which shall be full ported ball valves. Mainline components shall be ductile iron. All ductile iron components shall be fusion epoxy coated internally and externally.
- C. Assembly for 1" Size Irrigation Connection: Febco Series 825Y. Mainline components shall be bronze. The assembly shall include shutoff valves and test cocks which shall be full ported ball valves.
- D. Assembly for 6" Size Fire Sprinkler Service Connection: Febco Series 826YD. The assembly shall include gate valve shutoff valves, test cocks which shall be full ported ball valves, and a bypass which consists primarily of a bronze water

meter in series with a bronze reduced pressure backflow preventer. Mainline components shall be ductile iron. All ductile iron components shall be fusion epoxy coated internally and externally. The assembly shall be UL approved.

2.18 FLANGED COUPLING ADAPTERS

- A. Flange coupling adapters for connecting plain end ductile iron pipe to a pipe flange shall be Series 2100 Megaflange restrained flange adapters with a Megabond coating, a product of EBAA Iron Sales, Inc.

PART 3 - EXECUTION

3.01 EXISTING UNDERGROUND UTILITIES

- A. Prior to beginning work the Contractor shall notify USA to have the location of all underground utilities marked in the field. Prior to beginning machine excavation the Contractor shall verify the exact location of each underground utility by hand excavation (potholing).

3.02 SITE MEETING WITH DISTRICT FIELD PERSONNEL

- A. General. Prior to beginning work the Contractor shall arrange a meeting at the site with District field personnel to review the work requirements.

3.03 TRENCH BEDDING AND BACKFILL

- A. Trench Bedding. All water system facilities including water pipelines and service tubing shall be bedded with a 4 inch thick layer of sand.
- B. Trench Backfill:
 - 1. Pipe Zone Backfill. Backfilling work shall not begin until the District has completed its inspection of the piping work. All pipe and service tubing shall be backfilled with sand to a depth of 12 inches over the pipe. The sand shall be compacted to a minimum relative compaction of 95%.
 - 2. Upper Level Backfill: Conform to the requirements of the City of Half Moon Bay.

3.04 PIPING GENERAL REQUIREMENTS

- A. Location:

1. Pipelines. Pipelines shall be installed true to line and grade as shown on the Improvement Plans for the Half Moon Bay Community Center Project. Buried pipelines shall be installed at a continuously sloping grade between points of given elevation without low or high points. If high points cannot be avoided, an air release valve assembly shall be provided. Location of the pipeline may be modified by the Engineer to clear obstructions. Depth of cover over the pipeline to finish grade shall be as shown on the Improvement Plans.
 2. Service Connection Tubing. Tubing shall be installed at a continuously sloping grade upward from the connection point with the water pipeline to the water meter box without low or high points. Tubing shall be installed with a minimum depth of cover of 30 inches unless otherwise permitted by the District.
- B. Handling. Pipe and service tubing shall be handled carefully to prevent damage. Pipe and service tubing shall be plugged at the end of each work day and at other times as required to prevent the entry of water or foreign material.
- C. Trench Conditions. Pipe and service tubing shall have a full, even bearing on the top of the trench bedding material. All piping shall be laid in the dry; the Contractor shall dewater the trench as required. Piping ends shall be clean when joints are made.
- D. Clearance Distances of Water Pipelines from Other Underground Utilities and Facilities. Water pipelines and service tubing shall be installed with the following minimum clearances from other underground utilities:
1. Electrical Wires or Conduits, Storm Drains, Telephone Conduits, Cable TV Wires or Conduits, Other Utilities, and Other Facilities. Minimum horizontal clearance shall be 3 feet; minimum vertical clearance shall be one foot.
 2. Sanitary Sewers Including House Laterals. Minimum horizontal clearance shall be 10 feet; minimum vertical clearance shall be one foot. Water pipelines shall pass over sanitary sewers where feasible. The Contractor shall provide written documentation to the CCWD for each instance where a sanitary sewer line is passing over a water pipeline.
- E. Thrust Restraints. All piping shall be adequately braced against thrust. Buried pipe shall be provided with concrete thrust blocks in conformance with the CCWD Standard Installation Details. Concrete thrust blocks are required for restrained joint type pipe fittings.
- F. Connections to Existing Water Pipelines. Connections of new water pipelines to existing water pipelines shall be made in a manner which does not require taking the existing water pipeline out of service. Where required, connections

- shall be made by the "hot tap" method. It shall be the responsibility of the Contractor to verify by actual field measurement all existing site conditions including the size and type of the existing pipeline prior to ordering the tapping sleeve and tapping valve for the hot-tap connection.
- G. **Leakage Test.** All piping shall be tested for leakage in conformance with the requirements specified for each type of pipe. The Contractor shall provide all materials and labor required for the leakage test including the pump, pressure gauge, corporation stops, and temporary plugs and thrust blocks. The procedure shall be to (1) fill the pipeline with water to the required test pressure, (2) disconnect the test pump hose and wait for the duration of the test period to elapse, (3) reconnect the test pump and measure the volume of water required to re-establish the test pressure. Following completion of the test the Contractor shall dispose of the leakage test water in conformance with NPDES regulations. It shall be the Contractor's responsibility to block off during the testing all piping appurtenances which may be damaged by the test pressure and to provide suitable thrust restraints. Leakage testing shall be witnessed by the District.
- H. **Disinfection and Bacteriological Testing:**
1. **General.** All piping systems conveying potable water shall be disinfected. Disinfection shall be in conformance with AWWA Standard C651 except as otherwise required by this document. The Contractor shall provide all materials and labor required for the disinfection process and shall dispose of the disinfection solution in conformance with NPDES requirements including dechlorination.
 2. **Procedure:**
 - a. **Preliminary Preparation.** The system shall be flushed with water to remove dirt introduced into the piping during construction operations. All service outlets and fire hydrants shall be opened and the flushing operations continued until clear water flows from each outlet (Note: flushing shall be deferred until after completion of the disinfection process if tablets have been placed in the pipeline during the construction for disinfection).
 - b. **Introduction of Disinfection Agent.** The disinfection agent may be any chlorine compound approved by AWWA C651. The disinfection agent shall be injected slowly and continuously into the system until tests indicate a chlorine residual concentration of at least 25 mg/L at each pipeline outlet. All outlets shall then be closed and this condition maintained for 24 hours.
 - c. **Preliminary Tests.** After 24 hours tests shall be made for residual chlorine at each pipeline outlet. The minimum acceptable concentration shall be 10 mg/L. If the concentration is less than 10 mg/L, the disinfection procedure shall be repeated. If the concentration at each outlet is over 10 mg/L,

the system shall be flushed out until a test at each outlet indicates a chlorine residual of less than 1.0 mg/L.

- d. Bacteriological Analyses. The CCWD will obtain samples from the piping being disinfected and have bacteriological analyses performed by a State certified laboratory. The number of samples taken shall conform to AWWA C651 (unless otherwise permitted by the District) and State Department of Health Services requirements. Costs of bacteriological analyses shall be paid by the Contractor.
- e. Final Approval. The requirement for final approval is that each water sample analyzed shall be in conformance with State disinfection requirements. If all bacteriological analyses are not in conformance with these requirements the disinfection procedure shall be repeated.
- f. Disinfection by Spraying or Swabbing. Water piping installations which cannot be disinfected using the procedure described above shall be disinfected by spraying or swabbing the pipeline interior with a minimum 1% chlorine solution immediately prior to installation.

3.05 DUCTILE IRON PIPE INSTALLATION

- A. General. Pipe installation shall be in conformance with Sections 1 through 3 of AWWA Standard C600 except as otherwise required by this Specification section. Pipe installation shall also be in conformance with the recommendations of the manufacturers of the pipe and fittings.
- B. Handling. Pipe shall be handled using pipe slings. Use of a forklift will not be permitted. Pipe ends shall be kept clean and shall be plugged at the end of each day's work or when pipe is not being laid to prevent the entry of water or foreign material.
- C. Restrained Joints and Concrete Thrust Blocks. All pipe joints shall be restrained using the materials described in Part 2 of this Specification section and also with a concrete thrust block.
- D. Pipe Taps. Pipe taps will be permitted in accordance with the following schedule:

Pipe Tap Schedule

<u>Pipe Diameter</u>	<u>Maximum Tap Size</u>	
	<u>Without Saddle</u>	<u>With Saddle</u>
4"	3/4"	2-1/2"
6"	1-1/4"	2-1/2"
8"	1-1/2"	2-1/2"
10" and larger	2"	2-1/2"

If the piping connection of larger pipes than permitted for taps is required, standard tee fitting shall be utilized.

- E. Maximum Pipe Joint Deflection. Special care shall be taken so as not to exceed the manufacturer’s recommendations for joint deflection. For bends exceeding the applicable deflection, fittings shall be installed.
- F. Polyethylene Encasement. All buried ductile iron piping including pipe, fittings, valves and piping appurtenances shall be polyethylene encased. Installation shall be in conformance with either Methods A or B of AWWA Standard C105. The polyethylene encasement shall prevent contact between the piping and the surrounding backfill and bedding material but is not intended to be a completely airtight or watertight enclosure. Overlaps shall be secured by the use of adhesive tape furnished with the polyethylene encasement.
- G. Leakage Test. All ductile iron piping shall be tested for leakage for a duration of 2 hours at a test pressure of 250 psi. Allowable leakage for below grade piping shall not exceed the following:

<u>Pipe Diameter</u>	<u>Allowable Leakage per 1000 Linear Feet of Pipe During the 2 Hour Test Period</u>
4"	0.47 gallons
6"	0.71 gallons
8"	0.95 gallons
10"	1.19 gallons

3.07 COPPER SERVICE TUBING INSTALLATION

- A. Installation. Installation of copper tubing including jointing shall be in conformance with the recommendations of the manufacturers of the tubing and fittings.
- B. Leakage Test. Copper tubing shall be hydrostatically tested for leakage at 250 psi for a 2 hour duration test period. No leakage will be permitted.

3.08 BRASS PIPE AND FITTINGS INSTALLATION

- A. Installation. Installation of brass pipe and fittings including jointing shall be in conformance with the recommendations of the manufacturers of the pipe and fittings.
- B. Leakage Test. Brass pipe and fittings shall be hydrostatically tested for leakage at 250 psi for a 2 hour duration test period. No leakage will be permitted.

3.09 INSTALLATION OF VALVES AND OTHER PIPING ACCESSORIES

- A. Installation of valves and other piping accessories shall be in conformance with the recommendations of the manufacturer of the product and in conformance with the District Standard Installation Details. A valve box shall be provided for each below grade valve. The Contactor shall demonstrate to the satisfaction of the District the proper performance of each piping accessory prior to project acceptance.
- B. Reduced Pressure Backflow Prevention Assemblies.
 - 1. Installation. Installation shall be in conformance with the recommendations of the manufacturer, as well as in conformance with the requirements of the CCWD and the County of San Mateo.
 - 2. Leakage Test. These assemblies shall be blocked off during the pipeline leakage testing by closing the isolation valves on the inlet and outlet of the assembly. These assemblies are not suitable for the leakage test pressure of 250 psi. When the assemblies are put into service any observed leakage shall be repaired.
- C. Tapping Sleeve and Valve Installation. Installation of tapping sleeves and tapping valves shall be performed only by CCWD-approved contractors.

3.11 SERVICE CONNECTION INSTALLATION

- A. Piping for Water Meter Installation. The piping for the water meter installation shall be constructed at a sufficient depth below grade to allow sufficient space for installation of the water meter and its automatic metering reading head. The required distance will vary depending on the size of water meter. The distance from the top of the automatic metering reading head to the bottom of the water meter box lid shall be 6 inches.
- B. Irrigation Service Connections. Irrigation service connections where shown on the project drawings shall consist of both an irrigation water meter service connection and a backflow prevention device.

3.12 AS-BUILT DRAWINGS

- A. Prior to project acceptance, the Contractor shall provide the District with a set of the project drawings marked for As-Built conditions. The as-built markings shall include the following (1) all changes made to the project drawings during construction, (2) field measurements locating the actual location of the pipeline horizontally from property corners and other surface facilities, (3) horizontal distance of each valve from a minimum of 2 permanent surface facilities such as utility poles, curb and gutter, etc., (4) depth of cover for the

pipeline at all locations, as constructed, and (5) the locations of all underground facilities encountered during construction including horizontal location and depth of cover. In addition, documentation shall be provided describing each location where a sanitary sewer pipeline passes over a water pipeline.

3.12 CCWD STANDARD INSTALLATION DETAILS AND SPECIAL INSTALLATION DETAILS

- A. General. Installation of piping and appurtenances shall be in conformance with CCWD Standard Installation Details and special installation details prepared by the CCWD for the project. If there are conflicts between the CCWD Standard Installation Details and the project Improvement Plans, conflict resolution shall be performed by the CCWD District Engineer.
- B. Standard Installation Details. Details known to be required for the project are included on the project drawings and are as follow:
 - 1. Gate Valve.
 - 2. Horizontal Thrust Blocks.
- C. Special Installation Details. Details known to be required for the project are included on the project drawings and are as follow:
 - 1. Typical Trench Section.
 - 2. Water Service Connections Installation Schematic Plan and Profile.
 - 3. Fire Service Connection Schematic Profile

END OF DOCUMENT

Exhibit D – Transmission and Storage Fee Requirements Determination

Project is a single building with senior housing plus tenant areas for Senior Coastsiders and for Adult Day Health Center. Senior housing requires Crystal Springs Phase 1 non-priority connections. In accordance with information received from the City of Half Moon Bay, the District has determined that tenant areas are eligible for Crystal Springs Phase 1 priority water service connections.

District has determined the total Transmission and Storage Fee requirements for the Project based on Fixture Units as tabulated in “Mechanical Engineer’s Fixture Unit Calculations and Peak Flow Calculations”, dated January 27, 2012, prepared by Fard Engineers, Inc. The number of 5/8”-equivalent connections required for each element of the Project is based on the proportion that the number of fixture units in that element bears to the total number of fixture units in the project. Rounding connection requirements to the nearest 0.5 5/8”-equivalent connection, the senior housing element requires 6 non-priority connections, and the tenant areas require a combined 2.0 priority connections.

Fixture Units Tabulation

Project Element	Fixture Units	% of Total Fixture Units	5/8”-Equivalent Connections Required
Senior Housing	379.5	73.2%	5.9 Non-priority
Senior Coastsiders	80.5	15.5%	2.1 Priority
Adult Day Health	58.0	11.2%	
Total Fixture Units	518 => 2” capacity required, or 8 5/8”-equivalent connections		8.0

RECORDING REQUESTED BY)
)
 AND)
 WHEN RECORDED MAIL TO)
 COASTSIDE COUNTY WATER DISTRICT)
)
)
 766 Main Street)
 Half Moon Bay, CA 94019)

Record Without Fees (Government Code § 27373)
 THIS LINE FOR RECORDER'S USE ONLY

SPACE ABOVE

Documentary transfer tax is 0. (Grantee is exempt from transfer tax pursuant to R&T Code 11922)
 () computed on full value of property conveyed, or
 () computed on full value less value of liens and encumbrances remaining at time of sale.
 () Unincorporated area (x) City of Half Moon Bay.
 (x) Realty not sold.

**NOTICE OF LOW WATER PRESSURE; COVENANT AGAINST
 INSTALLATION OF ADDITIONAL PLUMBING FIXTURES**

The COASTSIDE COUNTY WATER DISTRICT, a county water district (the "District") and COASTSIDE SENIOR HOUSING LIMITED PARTNERS, SENIOR COASTSIDERS, INC., and COASTSIDE ADULT DAY HEALTH CENTER (collectively, "Coastside Senior Housing"), have entered into a Water Service Agreement dated as of _____ ("Agreement").

The Agreement pertains to the development of real property located on Main Street and Arnold Avenue in the City of Half Moon Bay, County of San Mateo, designated Assessor's Parcel Number 056-210-340, as shown on Attachment One ("Property").

Coastside Senior Housing has obtained approval from the City of Half Moon Bay for, and proposes to construct a low income senior rental development consisting with 40 housing units, a community area, tenant areas, and open space (the "Project"), to which the District has agreed to provide water service. The Project is depicted on Attachment Two [DD1].

Coastside Senior Housing hereby advises future owners and occupants of the Property that water pressure during peak demand periods may be below the District's recommended minimum water pressure (25 psi) and Coastside Senior Housing has elected not to redesign the Project for higher water pressure.

Coastside Senior Housing also understands that the transmission and storage fees paid to District have been calculated on the basis of the number and sizes of plumbing fixtures shown on plans approved by District identified in the Agreement. Coastside Senior Housing agrees that it will not install or permit the installation of additional or larger plumbing fixtures without prior notice to and approval of District and payment if additional fees, if applicable. Coastside Senior Housing and District agree that the foregoing covenant is intended to burden the Property and to run with the land, binding future owners.

This document is being recorded to provide notice to future property owners of the rights and obligations set forth in the Agreement, and the covenant established in this notice.

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary

APPLICANT

Coastside Senior Housing Limited Partners, a California limited partnership

By: Mercy Housing Calwest,
a California nonprofit public benefit corporation, its general partner

By: _____

Name: _____

Its: _____

By: The Lesley Foundation,
a California nonprofit public benefit corporation, its general partner

By: _____

Name: _____

Its: _____

SENIOR COASTSIDERS, INC.

By: _____

Name: _____

Its: _____

By: _____

Name: _____

Its: _____

COASTSIDE ADULT DAY HEALTH CENTER

By: _____

Name: _____

Its: _____

Staff Report

To: Board of Directors
From: David Dickson, General Manager
Cathleen Brennan, Water Resources Analyst
Agenda: August 14, 2012

Subject: Half Moon Bay Terrace Voluntary Cooperative Memorandum of Understanding (MOU)

Recommendation:

Approve Resolution 2012-06 entering into an agreement with Montara Water and Sanitary District to establish the Half Moon Bay Terrace Voluntary Cooperative for the purposes of monitoring groundwater elevations in the Half Moon Bay Terrace Groundwater Basin.

Background:

Half Moon Bay Terrace Basin

The Department of Water Resources has identified alluvial groundwater basins and subbasins in California and published those basins in Bulletin 118 Update 2003. The Half Moon Bay Terrace Basin (No. 2-22) of the San Francisco Bay Hydrologic Region (Figure 1) is described as including 9,150 acres and as not having enough data to provide either an estimate of the basin's groundwater budget or groundwater extraction from the basin. Both Coastside County Water District and Montara Water and Sanitary District have groundwater production wells in the Half Moon Bay Terrace Basin.

CASGEM

The California Statewide Groundwater Elevation Monitoring (CASGEM) program was created by SBx7-6 of the 2009 Comprehensive Water Package. By passing SBx7-6, the legislature established a statewide program to collect groundwater elevations from groundwater basins identified in the Department of Water Resources Bulletin 118 Update 2003. Participation in this program is voluntary but nonparticipating agencies risk losing eligibility for state water grants.

Both Montara Water and Sanitary District and Coastside County Water District had been conditionally approved as monitoring entities, under CASGEM, for the Half Moon Bay Terrace Basin within their respective boundaries. Both Districts have recently been notified by the Department of Water Resources that their conditional approval as monitoring entities is due to expire.

The Department of Water Resources has recommended to both Districts that they form a voluntary cooperative, so that both Districts can qualify under CASGEM, as monitoring entities. Under CASGEM, a monitoring entity is responsible for

groundwater level monitoring and submitting groundwater elevation data to the Department of Water Resources so that it can be made available to the public.

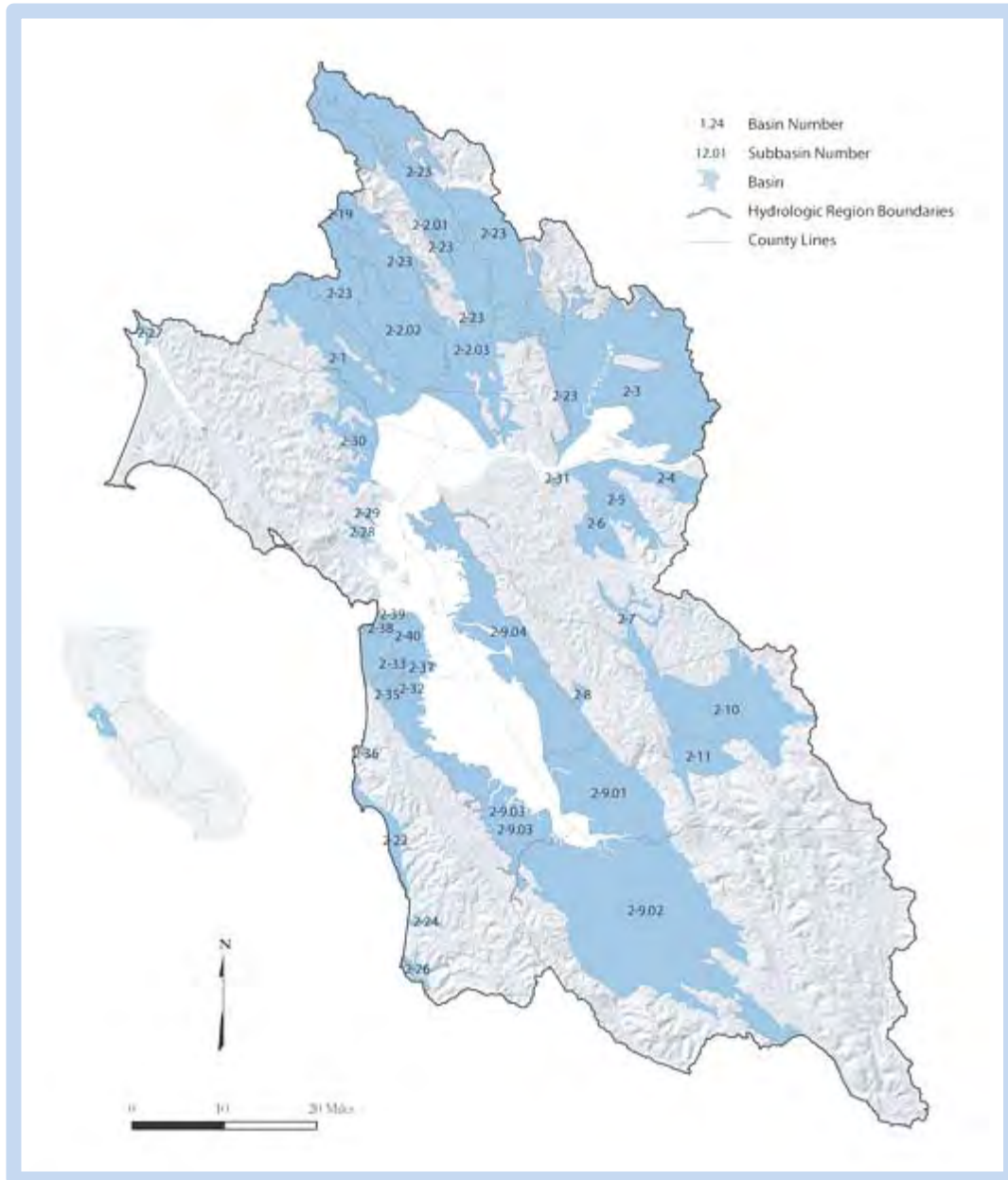
Half Moon Bay Terrace Voluntary Cooperative MOU

The proposed MOU and resolution is attached to the staff report. It has been initially reviewed by staff and legal counsel of both Districts and staff of DWR. On August 2, 2012 the Board of Directors of Montara Water and Sanitary District approved a resolution authorizing staff to execute the MOU.

The MOU includes the following elements required and recommended by the Department of Water Resources:

1. The names of the participants
2. The boundaries of the area covered by the agreement
3. The names of the parties responsible for meeting the requirements
4. The method of recovering the costs associated with meeting the requirements
5. Other provisions as required by DWR

Figure 1: San Francisco Bay Hydrologic Region – Basins and Subbasins



RESOLUTION NO. 2012-06

**ADOPTING THE HALF MOON BAY TERRACE VOLUNTARY COOPERATIVE
MEMORANDUM OF UNDERSTANDING**

COASTSIDE COUNTY WATER DISTRICT

WHEREAS, the California legislature approved SBx7-6, as part of the 2009 Comprehensive Water Package, and created the California State Groundwater Elevation Monitoring (CASGEM) program, and;

WHEREAS, the Half Moon Bay Terrace Basin is listed in the California Department of Water Resources Bulletin 118 Update 2003, as Basin No. 2-22 in the San Francisco Bay Hydrologic Region, and;

WHEREAS, Coastside County Water District and Montara Water and Sanitary District boundaries are within the Half Moon Bay Terrace Basin and both Districts operate and own production wells in the Half Moon Bay Terrace Basin, and;

WHEREAS, California Water Code (CWC) § 10920 provides that it is the intent of the legislature that groundwater elevations in groundwater basins and subbasins be regularly and systematically monitored locally, and;

WHEREAS, CWC § 10927 defines the types of entities that may assume responsibility for monitoring and reporting groundwater elevations as part of CASGEM, and;

WHEREAS, the Coastside County Water District and the Montara Water and Sanitary District both wish to be monitoring entities within the Half Moon Bay Terrace Basin, and;

WHEREAS, the California Department of Water Resources has determined that Montara Water and Sanitary District and Coastside County Water District may be approved as monitoring entities under CWC § 10927(f), as described in CWC § 10935, as a voluntary cooperative groundwater monitoring association.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District hereby approves and adopts the Half Moon Bay Terrace Voluntary Cooperative Memorandum of Understanding, which establishes a voluntary cooperative groundwater monitoring association with Coastside County Water District and Montara Water and Sanitary District as its two participants.

PASSED AND ADOPTED this 14th day of August 2012, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Chris Mickelsen, President, Board of Directors
Coastside County Water District

David R. Dickson, Secretary of the Board

**CALIFORNIA STATEWIDE GROUNDWATER
ELEVATION MONITORING PROGRAM**

**Half Moon Bay Terrace
GROUNDWATER BASIN 2-22**

July 2012

**Memorandum of Understanding
Half Moon Bay Terrace Voluntary Cooperative**

**SB X7_6 Requirements (California State Department of
Water Resources Guidelines)**

1) Name of Association:

Half Moon Bay Terrace Voluntary Cooperative

Signatories include: Coastside County Water District and Montara Water and Sanitary District

2) Association Contact Name(s):

Cathleen Brennan, Water Resources Analyst

C/O Coastside County Water District

766 Main Street

Half Moon Bay, CA 94019-1925

Email:
cbrennan@coastsidewater.org

Tanya Yurovsky, MWSD District Engineer

C/O Montara Water and Sanitary District

8888 Cabrillo Highway

Montara, CA 94037

Email:
tanya@srtconsultants.com

3) Authority (as listed in Section 10927):

Section 10927, sub-section 2 (f): A voluntary cooperative groundwater monitoring association formed pursuant to Section 10935.

Participant Names:

Coastside County Water District and Montara Water and Sanitary District.

Boundaries of the area covered by the agreement: The Half Moon Bay Terrace Basin area covered by this agreement is about 9.6 square miles or 6,115 acres in Coastside County Water District's area and 1,280 acres or 2 square miles in Montara Water and Sanitary District's area. It includes the following communities in San Mateo County: City of Half Moon Bay and the unincorporated areas of Miramar, El Granada, Princeton, Moss Beach, and Montara. The total area covered is 7,395 acres or

**Memorandum of Understanding
Half Moon Bay Terrace Voluntary Cooperative**

11.6 square miles. The boundaries, in San Mateo County, include Montara to the north, City of Half Moon Bay to the South, the Pacific Ocean to the west and the Coastal (Santa Cruz Mountain Range) Mountain Range to the east.

Name or names of the parties responsible for meeting the requirements of this part: Participants in this voluntary cooperative include:

Coastside County Water District and Montara Water and Sanitary District

Method of recovering the costs associated with meeting the requirements of this part: In-kind Services by any and/or all the participants will be the funding source. Each participant shall be responsible for all costs for carrying out the responsibilities in their respective groundwater monitoring plans.

Other provisions that may be required by the Department: Coastside County Water District and Montara Water and Sanitary District will negotiate all provisions set forth by the Department.

4) Name and Number of Basin (from Bulletin 118): Half Moon Bay Terrace: 2-22

5) Map and shapefile showing areas to be monitored: Provided and accepted by DWR.

6) Statement that the entity will comply with the requirements of Water Code Part 2.11:

The "Monitoring Entity" intends to comply with all the California State Groundwater Elevation Monitoring program requirements per Water Code 2.11.

7) Statement describing the ability or qualifications of the entity to conduct the groundwater monitoring functions required:

**Memorandum of Understanding
Half Moon Bay Terrace Voluntary Cooperative**

Both Coastside County Water District and Montara Water and Sanitary District use groundwater as a water supply source and have been monitoring groundwater elevations in their production wells. Both of these agencies use the California State Department of Water Resources protocols and forms and will continue to conduct seasonal elevation monitoring for the California Statewide Groundwater Elevation Monitoring program. Monitoring wells used for the purpose of seasonal elevation monitoring for the California Statewide Groundwater Elevation Monitoring program will be non-production wells.

8) Statement of intent to meet the association formation requirements described in Section 10935.

The Half Moon Bay Terrace Voluntary Cooperative agrees to be a voluntary cooperative groundwater monitoring association pursuant to California Water Code Section 10935. The purpose of this voluntary cooperative association is for monitoring and reporting groundwater elevations to the California Statewide Groundwater Elevation Monitoring (CASGEM) Program.

Severability:

If any part of this Plan is declared invalid by a court of law, the remaining provisions of the Plan shall continue in full force and effect.

Changes:

It is understood and agreed that this Plan contains all the provisions agreed upon by the Parties thereto. This Plan may be amended at any time by mutual written consent of the Parties. Notice of proposed changes must be submitted to the other Parties at least thirty (30) days in advance of the proposed change.

Effective Date:

Termination and Withdraw:

This Plan is effective when signed, and will remain in effect until amended or terminated by mutual written agreement. Any Party may withdraw from this Plan by giving the other Party six months' written notice.

9) Additional information deemed necessary by DWR to identify monitoring area or qualifications of the monitoring entity.

**Memorandum of Understanding
Half Moon Bay Terrace Voluntary Cooperative**

The Coastside County Water District and Montara Water and Sanitary District will independently monitor and report groundwater elevations in accordance with their respective groundwater monitoring plans. Additional requirements will be taken into consideration and possibly implemented when the Half Moon Bay Terrace Voluntary Cooperative receives notice of them from the California State Department of Water Resources.

Coastside County Water District
David R. Dickson, General Manager
Date:

Montara Water and Sanitary District
Clemens Heldmaier, General Manager
Date:

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Subject: Coastside County Water District Advisory Committees

Recommendation:

Consider appointments to District Advisory Committees.

Background:

Past District practice has established that committee appointments are the prerogative of the Board President. A list of current committee appointments is attached.

Fiscal Impact:

None.

COASTSIDE COUNTY WATER DISTRICT
BOARD COMMITTEES
January 10, 2012

Standing Committees

Directors

Finance Committee	Coverdell, Hannegan
Water Quality Committee	(Vacant), Mickelsen
Human Resources Committee	Mickelsen, Hannegan
Water Resources Committee	(Vacant), Mickelsen
District Facilities Committee	(Vacant), Reynolds

Advisory Committees

Directors

Montara Water & Sanitary District (MWSD)	
Mutual Interest Committee	(Vacant), Coverdell

External Organizations

Director

Association of California Water Agencies (ACWA)	Reynolds
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Reynolds
California Special District Association (CSDA)	(Vacant)
Local Agency Formation Commission (LAFCo)	(Vacant)
Bay Area Water Supply & Conservation Agency (BAWSCA) - 4 year term - June 2009 to June 30, 2013	Coverdell

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Report

Date: August 10, 2012

Subject: Denniston Water Treatment Plant Improvements Project Status Update

Recommendation:

None. Information only.

Background:

Construction of the Denniston Water Treatment Plant Improvements Project, which began in July 2011, is now approximately 70% complete, based on construction contract billings as of August 9. Staff will present an update on the project, including schedule and budget projections. Highlights are as follows:

- Projected substantial completion date is now December 15, versus the original contract date of October 1. The delay is primarily due to issues with chemical metering pumps and to the delivery schedule for District-requested washwater return pumps, which were not included in the original project.
- Projected construction cost is about \$5.1 million versus the original contract value of \$4.6 million. District-requested additional work accounts for about 70% of the \$500,000 change order total. We were able to include this necessary work in the current project and fund it with I-Bank loan proceeds because the construction contract bid came in \$1.2 million lower than the estimate in our I-Bank loan application. Attachment A summarizes costs for the construction contract, including approved change orders and potential change orders.
- Estimated total project cost, including design, construction, engineering, construction management, and legal expenses is about \$6.9 million (see Attachment B), compared to the June 2011 estimate of \$7.3 million as submitted to I-Bank (see Attachment C). This means that we will complete a project with an expanded scope for a total contribution from District reserves that is about \$425,000 less than initially planned.

- We have submitted a request to I-Bank for reimbursement of \$736,000 in eligible pre-construction costs the District paid before obtaining the I-Bank loan. This amount will go back into District reserves.

Fiscal Impact:

None.

CONTRACT VALUE - ANDERSON PACIFIC
Denniston Creek Water Treatment Plant Improvements Project
Coastside County Water District
Half Moon Bay, California

Legend:

Green highlighted rows denote "District-Directed Change Orders" which reflect addition of scope to make improvements to the site.

Blue highlighted rows denote "True Contract Change Orders" which are results of necessary design changes due to unforeseen conditions or design clarifications.

	Bid Items	CONTRACT				PROJECTED (a)	
		Bid Quantity	Unit	Unit Price	Value	Approximate Projected Quantity	Value
1	DCWTP Improvements	1	LS	\$4,330,000.00	\$4,330,000.00	1	\$4,330,000
2	Sheeting, Shoring, Bracing	1	LS	\$40,000.00	\$40,000.00	1	\$40,000
3a	Additional Excavation	500	CY	\$37.00	\$18,500.00	282	\$10,434
3b	Contaminated Soil	100	CY	\$130.00	\$13,000.00	0	\$0
3c	Additional Backfill	600	CY	\$46.00	\$27,600.00	399	\$18,354
Add 1	Clarifier-Thickener	1	LS	\$158,761.00	\$158,761.00	1	\$158,761
Add 2	Repair Road	7,000	SF	\$2.00	\$14,000.00	7,000	\$14,000
Original Contract Value =					\$4,601,861.00	<i>Subtotal =</i>	<i>\$4,571,549</i>

Change Orders (Approved)		Value
1	100% Virgin Class II Aggregate Base	\$20,000
2	Coating for Spent Washwater Collection Standpipe	\$1,963
3	Concrete and Rebar Cost Impacts for Retaining Wall A Footing Changes	\$6,239
	Existing 8" Storm Drain Pipe	\$4,556
	Hach Surface Scatter 7 Turbidimeters	\$3,835
4	New Doors for Filter Building	\$9,771
	Replace Existing Overhead Coiling Door and Conduit/Piping Changes	\$17,430
	New Gate above New Storm Drain Manhole	\$1,063
	Extra Crushed Rock per Geotech & Additional Excavation for Retaining Wall A Footing Changes	\$5,812
	Credit for Not Moving Coagulation Tank and Not Preparing Subgrade	-\$9,390
	Credit for Reduced HDPE Lining	-\$905
	C-More Screens for PLC-1, 3, & 4	\$3,050
	Delay Charges Related to 12/20/11 Concrete Pour Delay.	\$312
	Siemens Claims	\$20,198
	Corroded 8" Storm Drain	\$4,198
5	Caustic Soda Tank Field Color-Coating	\$2,072
	PLC-1 Additional I/O	\$18,877
6	Filter Building Piping Changes	\$54,353
	Hypochlorite Rooms Lighting Conduit & Switch	\$905
	Credit for Omitting Sump in Hypochlorite Room	-\$891
7	Demo Filter #4 Footing	\$3,531
	Thickened CJ for WWR Basins Upper Slabs	\$1,616
8	Electrical Changes	\$41,476
	Pump Station Demo and Lights	\$21,503
Change Orders (Approved) =		\$231,574

Potential Change Orders		Est. Value
2	Sanitary Sewer Changes [On Hold] (d)	\$10,000
3	New Drain Line [On Hold] (d)	\$2,000
6	Encore 700 Calibration Cylinder Vent Lines [On Hold] (d)	\$2,000
13	Raw Water Sample Pump, Breaker, Starter, & Wiring (b)	\$2,957
16	Mechanical Transition Coupling (d)	\$1,000
24	Telephone Bill [On Hold] (c)	\$1,200
26	Groundwater in Storm Drain Excavation (d)	\$4,000
30	Air Blower Flex Spools (c)	\$2,703
33	Credit for Friction Fit Railing (d)	-\$1,000
35	Relocate Lab Sink PVC Drain Pipe (b)	\$1,702
41	Credit for Rotameters (b)	-\$2,262
43, 49	Viewport for CCWW Supply Tank (d)	\$963
44	Credit for Retaining Wall B Revision (d)	-\$2,000
45	SWW Collection Standpipe Changes (b)	\$10,718
46	Grade Beam Demo (d)	\$2,000
47	Cap for Coagulation Tank Drain (b)	\$230
48	Filtered Water Pipeline Additions (d)	\$10,000

CONTRACT VALUE - ANDERSON PACIFIC
Denniston Creek Water Treatment Plant Improvements Project
Coastside County Water District
Half Moon Bay, California

Legend:

Green highlighted rows denote "District-Directed Change Orders" which reflect addition of scope to make improvements to the site.

Blue highlighted rows denote "True Contract Change Orders" which are results of necessary design changes due to unforeseen conditions or design clarifications.

50	RWW Turbidimeter Drain	(b)	\$3,693
51	Delay Charges Related to 5/29/12 Concrete Pour Delay.	(c)	\$3,671
52	Filter Building Floor Patching	(d)	\$4,000
53	Piping to Manhole Changes	(d)	\$3,000
54	Contract Time Extension	--	\$0
55	RWW Pump Station	(e)	\$120,000
56	Pump Station MCC Electrical Conduit	(b)	\$4,837
57	Spigot from Corp Stop on TW Pipeline	(d)	\$1,000
58	Alum Tank Replacement	(d)	\$50,000
59	VFD Reconfiguration	(d)	\$3,000
60	FCA for 8" SBW Tee at West Wall of Filter Bldg	(d)	\$1,000
61	New Light Switch and Wiring in Hypo Room	(d)	\$500
62	Alum Tank and Footing Demo	(d)	\$15,000
63	Flexible Hose Material Spec Change	(b)	\$1,538
64	Replace Panel LP-A in RW Pump Station	(b)	\$2,012
<i>Subtotal =</i>			\$259,462
Current Projected Total (a) =			\$5,062,585
Amount Over Original Contract Value =			\$460,724
Percentage Over Original Contract Value =			10%
Current Approximate "District-Directed Change Order" Value =			\$332,817
Percent of Original Contract Value =			7%
Current Approximate "True Contract Change Order" Value =			\$158,219
Percent of Original Contract Value =			3%

Notes:

(a) Current Projected Total is intended to give a ballpark estimate of projected contract value to date, which will be frequently changing throughout the project. Current Projected Total is intended to be inclusive of the following:

- (1) All work under Contract Bid Items based on incurred and projected quantities. (Bid Item quantities may increase due to unforeseen conditions and are estimates only.)
- (2) Pending and Approved Change Orders to date (which have been approved by CCWD).
- (3) Potential Change Orders (which are in some cases ballpark placeholders only and have not been approved by CCWD).

(b) Value based on quotation from APEC.

(c) Estimated value based on initial numbers from APEC. Final value to be negotiated.

(d) Preliminary ball-park placeholder.

(e) Based on K/J Opinion of Probable Construction Cost

Abbreviations:

Add = Additive

APEC = Anderson Pacific Engineering Construction, Inc.

CCWD = Coastside County Water District

CY = cubic yard

EKI = Erler & Kalinowski, Inc.

LS = lump sum

SF = square foot

Denniston Project Cost Projection

8/10/2012

Preliminary Costs

Total pre-con submitted to I-Bank	\$	736,230	
Total Preliminary			\$ 736,230

Construction

Anderson Pacific	\$	4,833,435	
Potential Change Orders	\$	259,462	
Treated Water Booster Station Prep.	\$	25,000	
Calcon (incl. CO estimate)	\$	100,000	
Total Construction			\$ 5,217,897

Engineering & Construction Management

K/J Original Contract	\$	345,795	
Additional Geotech	\$	11,660	
Amendment 2	\$	4,000	
O&M Manual	\$	37,810	
RWPS Design Add	\$	29,000	
Treated Water PS Add 6/12/12	\$	24,270	
Potential Budget Adjustment	\$	35,000	
Subtotal K/J			\$ 487,535
EKI Original Contract	\$	396,000	
Potential Budget Adjustment	\$	39,000	
Subtotal EKI			\$ 435,000
Total Engineering & CM			\$ 922,535

TOTAL PROJECTED COST	\$	6,876,662
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I-Bank Loan Amount	\$	6,756,500
Cost Funded from District Reserves	\$	120,162

**Coastside County Water District
Denniston Creek Water Treatment Plant Improvements Project
Exhibit 1: Sources and Uses of Funds Chart**

(NOTE: Please see bid documents attached)

No	PROJECT USES	Estimated Useful Life (years)	Project Funding Source		
			I-Bank	CCWD [Applicant]	TOTAL
1	Land Acquisition		0	0	0
2	Construction/Renovation (Assumed at 35% of Bid Price)		1,610,651	0	1,610,651
3	Construction Contingency (5% of Sum of Items 2, 4 & 8)		242,593	0	242,593
4	Machinery/Equipment (Assumed at 65% of Bid Price)	30	2,991,210	0	2,991,210
5	Engineering/Architectural/Design		350,000	500,000	850,000
6	Permits/Environmental (CDPH Water Supply Permit Amendment)		40,000	0	40,000
7	I-Bank Origination Fee (0.85% of I Bank Loan Amount)		0	57,430	57,430
8	Other: SCADA Programming & Setup (Engineer's Estimate)		250,000	0	250,000
9	Other: Engineering Support During Construction		362,000	0	362,000
10	Other: Construction Management		410,000	0	410,000
11	Other: Operations Support by Engineering Consultant		104,000	0	104,000
12	Other: Funding Support		30,000	0	30,000
13	Other: Administration and Legal		50,000	0	50,000
14	Other: Interest Payment During Construction (3.56% Annually)		316,019	0	316,019
	TOTAL		6,756,473	557,430	7,313,903

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 14, 2012

Report

Date: August 10, 2012

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. Kudos from Our Customers

Beginning at about 12:30am on July 20, our field crew spent over eight hours locating and repairing a serious water leak in a parking lot off Arnold Way. We received the attached letter complimenting their efforts and their professionalism.

2. Coastal Commission Action on Big Wave Coastal Development Permit

On August 8, the California Coastal Commission considered appeals of the Coastal Development Permit (CDP) issued by San Mateo County for the Big Wave Wellness Center/Office Park project in Princeton. The Commission voted unanimously to deny the County-issued CDP on grounds that the development does not conform with the certified Local Coastal Program or with the Coastal Act. The Big Wave developers must now work with Coastal Commission and County staff to address project deficiencies identified by Coastal Commission staff.

3. Coastal Commission Approval of County Local Coastal Program Update

On August 8, the Coastal Commission approved San Mateo County's proposed Local Coastal Program update, bringing resolution to an effort spanning over ten years of work by County staff and Supervisors, public input, and negotiations with Coastal Commission staff. The updated LCP does not place any new restrictions on the District's ability to ensure an adequate water supply.

4. Water Treatment Supervisor Recruitment

Staff has initiated the process of recruiting for a new Water Treatment Supervisor to fill the vacancy left by Steve Twitchell's departure. We expect to conduct interviews in early September.



LESLEY SENIOR COMMUNITIES

A non-profit California Corporation

RECEIVED

JUL 24 2012

COASTSIDE COUNTY
WATER DISTRICT



LESLEY GARDENS

701 Arnold Way

Half Moon Bay, CA 94019-2709

Tel: (650) 726-2741

Fax: (650) 726-5888

www.lesleyseniorcommunities.org

July 23, 2012

Coastside County Water District
766 Main Street
Half Moon Bay CA 94019-1925

Attention: Joe Guistino

Dear Mr. Guistino,

As you know we had a water leak at Lesley Gardens on July 20. A CCWD crew responded and spent the night and early morning digging down in the parking lot until they located a hole in a pipe and successfully patched it. They then proceeded to re fill the dug out area and clean the parking lot so well that you would never know there had been a problem.

My staff and I are amazed by the speed and professionalism of your crew. We are even more amazed by their cheerfulness as they slogged through mud and cold water until they were able to successfully complete the repair and clean up.

I very much appreciate your notification that CCWD will be responsible for the cost of the repair work.

How fortunate we are to have such a fine organization keeping watch over our water system. Thank you so much for everything.

Sincerely,

Galyn Evans
Administrator

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: August 14, 2012

Report
Date: August 3, 2012

Monthly Highlights

Treatment Supervisor Resignation

Steve Twitchell left the District July 20 to take a position as Treatment Plant Supervisor of the Rinconada Treatment Plant at the Santa Clara Valley Water District. We have initiated recruitment to fill the position.

Crystal Springs Communication

We have noted significant improvement but still have communication failures about once every 10 days or so. Calcon is committed to resolving this issue for us.

Main Repairs

We had an unusually high number of leaks in July. We are starting to see more line failures due to deteriorating service lines (cheap pipe material) and environmental influences (underground streams)

Source of Supply

Crystal Springs Reservoir was the main source of supply from 1 -26 July. We operated on Pilarcitos Reservoir through the end of the month.

Systems Improvement

Beautification

- General shop, treatment plant and truck housecleaning.
- Weed abatement at various sites.
- Cleaned up vee ditches at Nunes Water Treatment Plant (WTP)
- Removed scrap metal from Nunes for recycling.
- Skimmed sedimentation and flocculation basins at Nunes WTP.
- Cleaned up Denniston pump station before construction started in that area.
- Cleaned up Denniston WTP laboratory.
- Painted hydrants on Troon Lane.

Cross Connection Control Program

Administered program and performed inspections on new backflow devices installed per our latest field survey.

GIS (Geographic Information System)

Intern Spencer Morgan entered main break and pipe/valve age data into the system.

Nunes WTP Hypochlorite Storage Shed

Crews constructed an open air storage shed to house the bulk sodium hypochlorite in order to keep it out of the sun's ultraviolet radiation (UV). UV will degrade the disinfectant to a less active form.

New Lights

Senior Operator Sean Donovan and intern Joel Slater replaced the old light fixtures and removed old shelving at Denniston WTP and Pump Station (PS).

Update on Other Activities:

Crystal Springs Communication

The communication link between Crystal Springs PS and Cahill Tank, though improved, still drops out about once every 10 days. Calcon believes part of the problem has been the Verizon wireless service and has spoken with them about our issue. We had noticed an improvement in the service but are still not 100%. They will be providing us with a program that will allow the pump station to continue to run during communication failures of short duration.

iPad

We have procured an iPad for the On Call Operator to assist in after hours control of the Nunes WTP. This eliminates the need for call outs to reset nuisance alarms and will also streamline responses to distribution problems. The operator will no longer need to come directly to District Center to see what alarm has been set but can report directly to the source of the problem. The operator can also view process operation and trends and make needed adjustments at the treatment plant remotely.

Treatment Supervisor Resignation

Treatment Supervisor Steve Twitchell tendered his resignation on 10 July and his last day of employment with the District was 20 July. He had worked for the District for 6 years. He has taken a lateral position at Santa Clara Valley Water District. We are actively recruiting his successor.

Main Repairs

July was a very busy month for main repairs. Of note were the failures of the 2" black plastic pipe installed in the Grandview Avenue subdivision in the 1970s. We have had 3 failures of this pipe since June. The crews have replaced all of the black plastic pipe in the area with copper.

We have also experienced 3 hit hydrants in the last 60 days. There were no water quality complaints associated with the hydrants hit on Grandview (16 July) nor at the Nebia Winery (1 August). We also saw two leaks on the Avenue Portola water main,

which is less than 15 years old. The latter may be caused by the pipe being inundated by an underground stream flowing beneath Avenue Portola along the trench in which our pipe lies. The Avenue Portola line is scheduled to be replaced with polyvinyl chloride (PVC) pipe between Columbus and Francesco Streets. We have updated our GIS system to include pipe age. This data will assist us in updating our pipeline replacement program in our Capital Improvement Program (CIP) this year.

Safety/Training/Inspections/Meetings

Meetings Attended

2 July - Conference call with Dickson and Kennedy/Jenks to discuss upgrades to the Denniston washwater return system.

23 July - Crystal Springs Communication Call with Dickson, Davis and Calcon.

24 July - Attended weekly Denniston construction status meeting.

25 July - All employee meeting

25 July - Operation and Maintenance (O&M) Staff meeting with Davis and Donovan

26 July - Interviewed representative from Koff & Associates as well as from Avery & Associates on recruitment for a new Treatment Supervisor.

31 July - Attended weekly Denniston construction status meeting.

Safety Meetings and Training

Safety Committee Meeting on 11 July.

Safety Training this month was on Material Safety Data Sheets (MSDS) and Hazcom. Twitchell in attendance.

Tailgate safety sessions in June

2 July - Safety Tips for Employees Working Remotely or Alone

23 July - Handy Tips for Hand Safety

30 July - Know What's Below: Call 811 Before You Dig!

Regulatory Agency Interaction

California Department of Public Health (DPH)

Tara Ouitavon has replaced Van Tsang as our DPH regulator/inspector.

Projects

Tank Recoating Projects- HMBTank 1

Project is complete and the Notice of Completion (NOC) has been filed.

Denniston Water Treatment Improvement Project

-Started on construction of the bolted steel clarifier washwater tank.

-Washwater basins complete and 5 day soak tested ok.

-Started on the launders for the washwater basins.

-Installed the two 70 HP vertical turbine high lift pumps and associated electrical panels and Variable Frequency Drives (VFDs) at the pump station.

-Installed overhead door at the filter building.

-Backfilling around the completed washwater basins.

- Underground piping being installed.
- Contact clarifiers placed and anchored.
- On Site Generator (OSG) for our disinfection system on site.
- 50% design complete on the washwater return station. Presently under review by District Staff.
- We can expect change orders for:
 - Removal and replacement of the old alum tank
 - Construction of the washwater return station.

Avenue Cabrillo Project

There were no appeals noted in the 10 day appeal period following the 11 July County Planning Commission approval of the Coastal Development Permit for this project. We sent this project out to bid last week and bids will be opened on Tuesday, 4 September at 1400.

Railroad Avenue Pipeline Replacement Project

An application for exemption from Coastal Development Permit requirements was filed with the City Planning Department on 2 July and it is presently being reviewed. We sent this project out to bid last week and bids will be opened on Tuesday, 4 September at 1500.

Nunes WTP Hydro pneumatic System

We sent this project out to bid last week and bids will be opened on Tuesday, 21 August at 1400.

Denniston Dredging Project

A supplemental report was submitted to the County of San Mateo, who will present it to the Coastal Commission as an addendum to the original CDP issued in 2009. We can expect to get a permit for the 2013 dredging event.

Other Projects in Queue

- El Granada Tank 2 Repair and Recoating Project. Staff reviewed the 90% drawings and returned comments to Jim Teter. He is drawing up the final plans for approval in June
- Alves Tank Recoating Project. District Engineer Jim Teter is designing a temporary pump station that will allow us to take this tank off line during repairs and coating.
- Pilarcitos pipeline crossing. The District presently has an 8" cast iron pipeline that crosses directly under Pilarcitos Creek behind the Strawflower Plaza Shopping Center. It is not buried very deep and is a vulnerable point in our distribution system. Mr. Teter is considering an above creek pipe crossing.

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: August 14, 2012

Subject: Water Resources Report

This report includes the following items:

- Protecting Coastal Watersheds
 - Workshop
-

Protecting Coastal Watersheds

As part of the Fitzgerald Pollution Reduction Program, the County of San Mateo is sponsoring a workshop with a focus on residential low-impact development. The goal is to reach out to residents, builders and businesses on the Coastside. The primary purpose is to inform the community from Montara to Seal Cove on pollution prevention and protection of the beneficial uses within the Fitzgerald Area of Special Biological Significance (ASBS). Information will be available through presentations, vendor tables, and informational displays.

Topics: rain gardens, bioswales, pervious pavements, irrigation, pesticide use, rainwater harvesting, graywater reuse, permits and other requirements.

Date: August 25, 2012
Time: 10:00am to 1:00pm
Location: Cypress Meadows
343 Cypress Ave.
Moss Beach, Ca 94038
RSVP: www.sfei.org/coastalwatershed-reg

