

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 13, 2011 - 7:00 p.m.

AGENDA

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

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

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

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

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

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

4) 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 August 31, 2011: Claims: 634,575.21; Payroll: \$ 72,248.33; for a total of \$706,823.54 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of August 9, 2011 Board of Directors Meeting ([attachment](#))
- D. Monthly Water Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. August 2011 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for July 2011 ([attachment](#))
- K. San Francisco Public Utilities Commission Hydrological Conditions Report for August 2011 ([attachment](#))
- L. El Granada Pump Station (PS) # 1 Pump and Motor Replacement ([attachment](#))
- M. Purchase of Crystal Springs Check Valve ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. District Customer Survey Results ([attachment](#))

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

- November Election
- Pacifica Community Television
- 925 Main Street Connection Purchase Refund
- Crystal Springs Pump Station Intake Valve Actuators

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

B. Water Resources Report ([attachment](#))

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

9) **ADJOURNMENT**

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
16409	ALL04	ALLIED WASTE SERVICES #925	08/04/2011	0.00	323.91
16410	ALV01	ALVES PETROLEUM, INC.	08/04/2011	0.00	1,935.11
16411	ATT01	AT&T MOBILTY	08/04/2011	0.00	49.99
16412	COA 15	COASTSIDE NET, INC	08/04/2011	0.00	59.95
16413	FLI01	FLINT STRATEGIES	08/04/2011	0.00	2,000.00
16414	OCE04	OCEAN SHORE CO.	08/04/2011	0.00	478.91
16415	STA09	STATE OF CALIFORNIA/FTB	08/04/2011	0.00	37.00
16416	VER02	VERIZON WIRELESS	08/04/2011	0.00	488.29
16417	ASS01	HEALTH BENEFITS AUTHORITY (HBA	08/19/2011	0.00	21,422.96
16418	CUL01	CULLIGAN WATER COM OF NO CA	08/19/2011	0.00	543.00
16419	DUF01	LOGAN DUFFY	08/19/2011	0.00	65.00
16420	FLI01	FLINT STRATEGIES	08/19/2011	0.00	2,500.00
16421	HAR03	HARTFORD LIFE INSURANCE CO.	08/19/2011	0.00	3,690.14
16422	ICM01	VANTAGEPOINT TRANSFER AGENTS-1	08/19/2011	0.00	150.00
16423	KAI01	KAISER FOUNDATION HEALTH	08/19/2011	0.00	9,434.00
16424	MET06	METLIFE SBC	08/19/2011	0.00	1,444.67
16425	PAC01	PACIFIC GAS & ELECTRIC CO.	08/19/2011	0.00	9,675.68
16426	PAC02	PACIFICA CREDIT UNION	08/19/2011	0.00	900.00
16427	PUB01	PUB. EMP. RETIRE SYSTEM	08/19/2011	0.00	37,036.45
16428	SAN03	SAN FRANCISCO WATER DEPT.	08/19/2011	0.00	219,151.20
16429	STA09	STATE OF CALIFORNIA/FTB	08/19/2011	0.00	37.00
16430	TEA02	TEAMSTERS LOCAL UNION #856	08/19/2011	0.00	775.00
16431	VAL01	VALIC	08/19/2011	0.00	3,150.00
16432	A1001	A-1 SEPTIC TANK SERVICE	08/25/2011	0.00	525.00
16433	ADP01	ADP, INC.	08/25/2011	0.00	554.65
16434	ADV02	FRANK YAMELLO	08/25/2011	0.00	231.00
16435	AMC01	AM CONSERVATION GROUP	08/25/2011	0.00	799.20
16436	AME02	AMERICAN DEBRIS BOX SERVICE, I	08/25/2011	0.00	109.13
16437	AME09	AMERICAN WATER WORKS ASSOC.	08/25/2011	0.00	235.00
16438	ANA01	ANALYTICAL ENVIRONMENTAL SERVI	08/25/2011	0.00	22,188.15
16439	AND01	ANDREINI BROS. INC.	08/25/2011	0.00	7,634.76
16440	ASS05	ACWA HEALTH BENEFITS AUTHORITY	08/25/2011	0.00	60.18
16441	ASS06	ACWA / JPIA	08/25/2011	0.00	48,712.00
16442	ATT02	AT&T	08/25/2011	0.00	1,339.86
16443	ATT03	AT&T LONG DISTANCE	08/25/2011	0.00	85.37
16444	AZT01	AZTEC GARDENS, INC.	08/25/2011	0.00	190.00
16445	BAL04	BALANCE HYDROLOGICS, INC	08/25/2011	0.00	5,387.87
16446	BAR01	BARTKIEWICZ, KRONICK & SHANAHA	08/25/2011	0.00	802.70
16447	BAY03	BTEC	08/25/2011	0.00	1,961.27
16448	BAY05	BAY AREA WATER SUPPLY &	08/25/2011	0.00	18,087.99
16449	BAY10	BAY ALARM COMPANY	08/25/2011	0.00	1,512.48
16450	BEN06	BENNETT MARINE UTILITY, LLC	08/25/2011	0.00	1,800.00
16451	BFI02	BFI OF CALIFORNIA, INC.	08/25/2011	0.00	245.00
16452	BOR01	BORGES & MAHONEY, INC.	08/25/2011	0.00	1,160.64
16453	BUR01	KERRY BURKE	08/25/2011	0.00	200.00
16454	CAL07	CHEMICAL TRANSFER COMPANY, INC	08/25/2011	0.00	577.54
16455	CAL08	CALCON SYSTEMS, INC.	08/25/2011	0.00	4,118.67
16456	CAR02	CAROLYN STANFIELD	08/25/2011	0.00	485.00
16457	CIN01	CINTAS FIRST AID & SAFETY	08/25/2011	0.00	124.44
16458	COA19	COASTSIDE COUNTY WATER DIST.	08/25/2011	0.00	142.56
16459	COM01	COMMUNICATION LEASING SERVICES	08/25/2011	0.00	791.25
16460	CRA01	CRANWORKS, INC	08/25/2011	0.00	1,460.00
16461	CRU01	CRUSADER FENCE COMPANY, INC.	08/25/2011	0.00	2,654.00
16462	CSG01	CSG SYSTEMS, INC	08/25/2011	0.00	2,623.82
16463	DAL01	DAL PORTO ELECTRIC	08/25/2011	0.00	6,697.00
16464	DAV01	GERALD DAVIDSON	08/25/2011	0.00	200.00
16465	DON02	SEAN DONOVAN	08/25/2011	0.00	38.99
16466	EKI01	EKI INC.	08/25/2011	0.00	4,333.22
16467	ERS01	ERS INDUSTRIAL SERVICES INC.	08/25/2011	0.00	1,140.00
16468	FIR06	FIRST NATIONAL BANK	08/25/2011	0.00	1,263.09
16469	GEM01	GEMPLER'S, INC.	08/25/2011	0.00	1,064.13
16470	GEN02	WILLIAM GENOCHIO	08/25/2011	0.00	200.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
16471	GOL04	GOLDEN STATE FLOW MEASUREMENT	08/25/2011	0.00	14,652.72
16472	GRA03	GRAINGER, INC.	08/25/2011	0.00	780.23
16473	GRA07	THE GRAPHIC WORKS	08/25/2011	0.00	42.61
16474	GRE01	GREG JONES	08/25/2011	0.00	2,678.00
16475	HAL01	HMB BLDG. & GARDEN INC.	08/25/2011	0.00	440.89
16476	HAL24	H.M.B.AUTO PARTS	08/25/2011	0.00	24.65
16477	HAN01	HANSONBRIDGETT. LLP	08/25/2011	0.00	3,296.60
16478	IOO01	I.O.O.F.	08/25/2011	0.00	100.00
16479	IRO01	IRON MOUNTAIN	08/25/2011	0.00	305.68
16480	IRV01	IRVINE CONSULTING SERVICES, IN	08/25/2011	0.00	1,970.00
16481	IRV02	IRVINE CONSULTING SERVICES, IN	08/25/2011	0.00	1,019.00
16482	KEN03	KENNEDY/JENKS CONSULTANTS	08/25/2011	0.00	101,048.16
16483	LAB01	LAB SAFETY SUPPLY, INC.	08/25/2011	0.00	32.29
16484	LOM01	GLENNA LOMBARDI	08/25/2011	0.00	99.00
16485	MCT01	MCTV6	08/25/2011	0.00	375.00
16486	MIS01	MISSION UNIFORM SERVICES INC.	08/25/2011	0.00	224.04
16487	MON07	MONTEREY COUNTY LAB	08/25/2011	0.00	1,216.00
16488	OFF01	OFFICE DEPOT	08/25/2011	0.00	430.06
16489	ONT01	ONTRAC	08/25/2011	0.00	200.64
16490	OWE01	WILLIAM OWEN	08/25/2011	0.00	100.00
16491	PAU01	PAULO'S AUTO CARE	08/25/2011	0.00	670.85
16492	PHI02	PHIL'S TIRE PROS	08/25/2011	0.00	30.00
16493	PIT04	PITNEY BOWES	08/25/2011	0.00	231.00
16494	PRI01	PRINCETON WELDING , INC.	08/25/2011	0.00	10,545.00
16495	PRY01	PARK UNIVERSITY ENTERPRISES, I	08/25/2011	0.00	256.00
16496	RED02	RED WING SHOE STORE	08/25/2011	0.00	161.01
16497	RIC02	RICOH AMERICAS CORP	08/25/2011	0.00	790.90
16498	ROB01	ROBERTS & BRUNE CO.	08/25/2011	0.00	6,880.02
16499	ROG01	ROGUE WEB WORKS, LLC	08/25/2011	0.00	510.00
16500	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	08/25/2011	0.00	462.00
16501	SER03	SERVICE PRESS	08/25/2011	0.00	266.49
16502	SIE02	SIERRA CHEMICAL CO.	08/25/2011	0.00	5,459.93
16503	STA03	CA DPH DRINKING WATER PROGRAM	08/25/2011	0.00	90.00
16504	TET01	JAMES TETER	08/25/2011	0.00	10,449.05
16505	UB*00917	LARRY W. & MARY H. THOMAS	08/25/2011	0.00	61.78
16506	UB*00918	PAUL MC GREGOR	08/25/2011	0.00	41.91
16507	UB*00919	KIRT WILLARD	08/25/2011	0.00	361.52
16508	UB*00920	RENEE ELLIS	08/25/2011	0.00	75.00
16509	UB*00921	KELLY GUMBLETON	08/25/2011	0.00	7.34
16510	UB*00922	RUNGNAPA SRISAD	08/25/2011	0.00	97.85
16511	UB*00923	ERICA ANDERSON	08/25/2011	0.00	75.00
16512	UB*00924	ROBERT GRANT	08/25/2011	0.00	41.07
16513	UB*00925	DENISE/BRAD BLACK	08/25/2011	0.00	9.73
16514	UB*00926	CHARLENE HALEY	08/25/2011	0.00	29.10
16515	UB*00927	PETER McCLUSKY	08/25/2011	0.00	17.20
16516	UB*00928	ARASH BOOSTANI	08/25/2011	0.00	9.56
16517	UB*00929	BOB MASCALL	08/25/2011	0.00	82.52
16518	UB*00930	LAURA HECKENBERG	08/25/2011	0.00	24.62
16519	UB*00931	GARRISON PROPERTIES	08/25/2011	0.00	53.20
16520	UNI15	UNIVAR USA INC	08/25/2011	0.00	5,716.93
16521	UPS01	UPS STORE	08/25/2011	0.00	218.11
16522	VER01	VERMEER PACIFIC	08/25/2011	0.00	1,286.79
16523	VER02	VERIZON WIRELESS	08/25/2011	0.00	424.99
16524	WES01	WEST YOST ASSOCIATES, INC	08/25/2011	0.00	2,823.95
16525	WHE01	VIRGINIA WHELEN	08/25/2011	0.00	195.00
Report Total:				0.00	634,575.21

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Aug-11

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	595,326	778,231	(182,905)	-23.5%	1,097,854	1,450,746	(352,892)	-24.3%
TOTAL OPERATING REVENUE		595,326	778,231	(182,905)	-23.5%	1,097,854	1,450,746	(352,892)	-24.3%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	2,134	2,084	50	2.4%	2,784	4,168	(1,384)	-33.2%
1-0-4180-00	Late Notice -10% Penalty	4,728	4,167	561	13.5%	9,781	8,334	1,447	17.4%
1-0-4230-00	Service Connections	1,016	667	349	52.4%	1,016	1,334	(318)	-23.8%
1-0-4920-00	Interest Earned	0	0	0	0.0%	1,764	1,856	(92)	-5.0%
1-0-4930-00	Tax Apportionments/Cnty Checks	0	3,250	(3,250)	-100.0%	15,219	23,250	(8,031)	-34.5%
1-0-4950-00	Miscellaneous Income	15,179	3,083	12,096	392.3%	15,884	6,166	9,718	157.6%
1-0-4955-00	Cell Site Lease Income	9,555	9,491	64	0.7%	19,074	18,982	92	0.5%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	0	0	0	0.0%
TOTAL NON-OPERATING REVENUE		32,612	22,742	9,870	43.4%	65,522	64,090	1,432	2.2%
TOTAL REVENUES		627,938	800,973	(173,035)	-21.6%	1,163,376	1,514,836	(351,460)	-23.2%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	219,151	210,199	(8,952)	-4.3%	271,329	460,123	188,794	41.0%
1-1-5230-00	Pump Exp, Nunes T P	2,455	1,841	(614)	-33.4%	2,455	3,726	1,271	34.1%
1-1-5231-00	Pump Exp, CSP Pump Station	4,808	25,576	20,768	81.2%	4,808	39,504	34,696	87.8%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,080	1,576	496	31.5%	1,080	3,259	2,179	66.9%
1-1-5233-00	Pump Exp, Pilarcitos Can.	195	98	(97)	-98.9%	195	196	1	0.6%
1-1-5234-00	Pump Exp. Denniston Proj.	551	495	(56)	-11.3%	551	990	439	44.4%
1-1-5235-00	Denniston T.P. Operations	91	250	159	63.5%	183	500	318	63.5%
1-1-5236-00	Denniston T.P. Maintenance	(11)	417	428	102.6%	11	834	823	98.6%
1-1-5240-00	Nunes T P Operations	13,135	6,708	(6,427)	-95.8%	22,043	14,724	(7,319)	-49.7%
1-1-5241-00	Nunes T P Maintenance	11,476	3,167	(8,309)	-262.4%	13,371	6,334	(7,037)	-111.1%
1-1-5242-00	CSP Pump Station Operations	787	708	(79)	-11.1%	1,365	1,416	51	3.6%
1-1-5243-00	CSP Pump Station Maintenance	6,356	4,167	(2,189)	-52.5%	8,177	8,334	157	1.9%
1-1-5250-00	Laboratory Services	1,879	2,917	1,038	35.6%	1,934	5,834	3,900	66.9%
1-1-5318-00	Studies/Surveys/Consulting	5,291	3,750	(1,541)	-41.1%	6,083	7,500	1,418	18.9%
1-1-5321-00	Water Conservation	16,814	5,196	(11,618)	-223.6%	17,447	10,392	(7,055)	-67.9%
1-1-5322-00	Community Outreach	593	2,184	1,591	72.8%	1,064	4,368	3,304	75.6%
1-1-5411-00	Salaries & Wages -Field	69,844	73,717	3,873	5.3%	136,354	147,435	11,081	7.5%
1-1-5412-00	Maintenance -General	10,112	16,042	5,930	37.0%	22,051	32,084	10,033	31.3%
1-1-5414-00	Motor Vehicle Expense	7,083	3,708	(3,375)	-91.0%	18,326	7,416	(10,910)	-147.1%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5415-00	Maintenance -Well Fields	0	500	500	100.0%	0	1,000	1,000	100.0%
1-1-5610-00	Salaries/Wages-Administration	47,295	49,608	2,313	4.7%	95,751	99,216	3,465	3.5%
1-1-5620-00	Office Supplies & Expense	10,334	9,948	(386)	-3.9%	14,313	19,896	5,583	28.1%
1-1-5621-00	Computer Services	2,615	4,071	1,456	35.8%	4,000	8,142	4,142	50.9%
1-1-5625-00	Meetings / Training / Seminars	1,061	1,500	439	29.3%	1,395	3,000	1,605	53.5%
1-1-5630-00	Insurance	51,904	55,000	3,096	5.6%	55,629	67,500	11,871	17.6%
1-1-5635-00	EE/Ret. Medical Insurance	32,656	36,551	3,895	10.7%	64,598	73,102	8,504	11.6%
1-1-5640-00	Employees Retirement Plan	34,836	35,587	750	2.1%	51,825	71,173	19,349	27.2%
1-1-5645-00	SIP 401K Plan	0	0	0	0.0%	0	0	0	0.0%
1-1-5681-00	Legal	1,383	5,000	3,617	72.3%	1,383	10,000	8,617	86.2%
1-1-5682-00	Engineering	1,353	1,167	(186)	-15.9%	1,833	2,334	501	21.5%
1-1-5683-00	Financial Services	0	0	0	0.0%	0	0	0	0.0%
1-1-5684-00	Payroll Tax Expense	8,157	8,820	663	7.5%	16,967	17,640	673	3.8%
1-1-5687-00	Membership, Dues, Subscript.	435	1,279	844	66.0%	6,207	8,808	2,601	29.5%
1-1-5688-00	Election Expenses	0	0	0	0.0%	0	0	0	0.0%
1-1-5689-00	Labor Relations	0	500	500	100.0%	0	1,000	1,000	100.0%
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	5,460	0	(5,460)	0.0%
1-1-5705-00	State Fees	0	0	0	0.0%	0	0	0	0.0%
TOTAL OPERATING EXPENSES		563,720	572,247	8,527	1.5%	848,187	1,137,780	289,593	25.5%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Svc/Existing Bonds 1998A	0	0	0	0.0%	0	0	0	0.0%
1-1-5712-00	Debt Svc/Existing Bonds 2006B	0	0	0	0.0%	2,325	0	(2,325)	0.0%
TOTAL CAPITAL ACCOUNTS		0	0	0	0.0%	2,325	0	2,325	0.0%
TOTAL EXPENSES		563,720	572,247	8,527	1.5%	850,512	1,137,780	287,268	25.2%
NET INCOME		64,218	228,726	164,508	71.9%	312,864	377,056	64,192	17.0%

**COASTSIDE COUNTY WATER DISTRICT
RESERVE FUND AND ACCOUNT BALANCES
August 31, 2011**

RESERVE FUND BALANCES

CAPITAL AND OPERATING RESERVE	\$2,589,749.25
RATE STABILIZATION FUND	\$250,000.00
TOTAL DISTRICT RESERVES	\$2,839,749.25

ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKIING ACCOUNT	\$624,494.18
CSP T & S ACCOUNT	\$616,222.87
CSP REDEMPTION ACCOUNT	\$87,965.41
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,509,136.79
DISTRICT CASH ON HAND	\$1,930.00
TOTAL ACCOUNT BALANCES	\$2,839,749.25

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012**

8/31/2011

		Approved CIP Budget FY 11/12	Actual To Date FY 11/12	Projected Year-End FY 11/12	Projected vs. Budget Variance	Project Status/ Comments
--	--	---------------------------------------------	----------------------------------------	--------------------------------------------	----------------------------------------------	-------------------------------------

PIPELINE PROJECTS

06-05	Avenue Cabrillo I (Permitting / Design)	\$ 100,000	26,889	\$ 100,000	\$ -	In design
-------	-----------------------------------------	------------	--------	------------	------	-----------

WATER TREATMENT PLANTS

99-05	Denniston Dredging	\$ 30,000		\$ 30,000	\$ -	Waiting for bids
10-04	Nunes Floc Drive Repair	\$ 50,000		\$ 50,000	\$ -	
08-05	Nunes Plant Painting	\$ 12,500		\$ 12,500	\$ -	On Hold
	Nunes Hydropneumatic Systems Improvement	\$ 40,000		\$ 46,000	\$ (6,000)	Planning
	Nunes DR5000 Analyzer	\$ 8,000		\$ 8,000	\$ -	Purchased

FACILITIES & MAINTENANCE

08-08	PRV Valves Replacement Program	\$ 20,000	\$ 4,386	\$ 25,000	\$ (5,000)	In Progress
99-01	Meter Change Program	\$ 30,000	\$ 4,001	\$ 30,000	\$ -	Ongoing
09-09	Fire Hydrant Replacment	\$ 20,000		\$ 20,000	\$ -	Ongoing
09-23	District Digital Mapping	\$ 75,000		\$ 75,000	\$ -	

EQUIPMENT PURCHASE & REPLACEMENT

99-03	Computer System	\$ 12,000		\$ 12,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000		\$ 750,000	\$ -	Planning
	Billing System Upgrade	\$ 70,000		\$ 70,000	\$ -	

PUMP STATIONS / TANKS / WELLS

	Crystal Springs Check Valve Replacement	\$ 25,000		\$ 26,000	\$ (1,000)	In Progress
08-14	Alves Tank Recoating (Interior & Exterior)	\$ 100,000		\$ 100,000	\$ -	Planning
08-17	El Granada Tank #2 Recoat and Ladder	\$ 200,000	\$ 338	\$ 200,000	\$ -	Planning
	El Granada Tank #1 MCC Repairs & Spare Pump	\$ 40,000	\$ 1,694	\$ 40,000	\$ -	Complete
	El Granada Tank #2 Fence Replacement	\$ 25,000		\$ 22,000	\$ 3,000	On Hold
	El Granada Tank #3 Fence Replacement	\$ 25,000		\$ 20,000	\$ 5,000	In Progress
	Miramar Tank Fence Replacement	\$ 25,000		\$ 25,000	\$ -	Planning
	Half Moon Bay Tank #1 Interior/Exterior Recoating	\$ 300,000		\$ 260,000	\$ 40,000	In Progress
09-18	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	Complete
09-19	Pilarcitos Canyon Blending Station	\$ 100,000	\$ 6,806	\$ 100,000	\$ -	In Progress

DENNISTON WTP (LONG-TERM) IMPROVEMENT

08-23	Denniston Pre/Post Treatment Construction	\$ 4,000,000	\$ 100,368	\$ 4,000,000	\$ -	In Progress
-------	-------------------------------------------	--------------	------------	--------------	------	-------------

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2011-2012

8/31/2011

Approved CIP Budget FY 11/12	Actual To Date FY 11/12	Projected Year-End FY 11/12	Projected vs. Budget Variance	Project Status/ Comments
------------------------------------	-------------------------------	-----------------------------------	-------------------------------------	-----------------------------

WATER SUPPLY DEVELOPMENT

Denniston /San Vicente EIR	\$ 300,000	\$ 51,484	\$ 300,000	\$ -	Planning
San Vicente Design	\$ 300,000	\$ 5,926	\$ 250,000	\$ 50,000	Planning
FY 11-12 TOTALS \$ 6,670,500 \$ 201,892 \$ 6,484,500 \$ 86,000					

Previous CIP Projects - paid in FY 11/12

FY 10/11	Small Line Decomission Behind Main Street	\$ 1,499			Project Complete - Final Retention
FY 10/11	District Digital Mapping	\$ 35,030			
FY 09/10	New Pilarcitos Well	\$ 2,382	\$ 25,000		Analysis - work complete for this FY
PREVIOUS YEAR TOTALS \$ 38,911 \$ 25,000 \$ -					

NON-BUDGETED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 11/12

	Cahill Tank Repairs	\$ 11,500	\$ 15,000		In Progress
	CSP - Rebuild Actuator	\$ 1,098			Analysis
NON-BUDGETED TOTALS \$ 12,598 \$ 15,000 \$ -					

CIP TOTALS \$ 6,670,500 \$ 253,401 \$ 6,524,500 \$ 86,000					
------------------------------------------------------------------	--	--	--	--	--

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

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Water Supply Developmnt	Transfer Program	CIP	Denniston WTP Improvements Project	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
-------	-------------------------------------	------------------------------	-------------------------------	---------------------	-----	------------------------------------------	-----------	----------	-----------------------------------------------------------	-------

Sep-10	2,384		4,768	1,284			464			8,900
Oct-10	5,450		1,258	1,886	183					8,777
Nov-10	3,066		1,336	288			1,551			6,241
Dec-11	2,358		419	1,427			3,104		52	7,361
Jan-11	3,450		419	983	341					5,193
Feb-11	4,834		157	221						5,212
Mar-11	1,342		1,492	1,467						4,302
Apr-11	2,687		2,037	80	106					4,909
May-11	4,299		1,436	491						6,227
Jun-11	3,192					2,059			878	6,129
Jul-11	5,102					637				5,739
Aug-11	1,383					1,913				3,297

TOTAL	39,547	0	13,323	8,128	630	4,610	5,119	0	930	72,287
--------------	---------------	----------	---------------	--------------	------------	--------------	--------------	----------	------------	---------------

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

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
Sep-10	480		5,333			5,813	
Oct-10	480		6,446	761		7,687	
Nov-10	565		4,688	1,135		6,388	
Dec-11	120			1,099		1,219	
Jan-11	480			709	797	1,986	
Feb-11	300			85		385	
Mar-11	480		254			734	
Apr-11	480		169			649	
May-11	480		338			818	
Jun-11	240		4,551			4,791	
Jul-11	480		18,131			18,611	
Aug-11	1,353		9,096			10,449	
TOTAL	5,937	0	49,005	3,787	797	59,527	0

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 9, 2011

- 1) **ROLL CALL** - President Bob Feldman called the meeting to order at 7:00 p.m. Present at roll call: Director Ken Coverdell, Vice-President Jerry Donovan, and Director Jim Larimer. Director Chris Mickelsen arrived at 7:03 p.m.

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending July 31, 2011:
Claims: \$521,573.37; Payroll: \$ 70,475.42; for a total of \$592,048.79
- B. Acceptance of Financial Reports
- C. Approval of Minutes of July 12, 2011 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. July 2011 Leak Report
- H. Rainfall Reports
- I. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year 2010-2011

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell reported on the July 21, 2011 Bay Area Water Supply and Conservation Agency (BAWSCA) Board of Directors meeting he had attended, which included an update on the analysis of the current contracts associated with San Francisco Public Utilities Commission's projects.

6) GENERAL BUSINESS

A. Nunes Water Treatment Plant Flocculator Drive Purchase

Mr. Guistino provided the background of this project, and explained that this is the third and final phase of a three year replacement project initially approved by the Board in November of 2009. Mr. Guistino and Mr. Dickson answered several questions from the Board about the purchase.

ON MOTION BY Vice-President Donovan and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to authorize the purchase and installation of three new flocculator drives for the Nunes Water Treatment Plant at a total project cost of approximately \$50,000.00, with a waiver of the District's procurement policy for this particular purchase:

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

B. Association of California Water Agencies (ACWA) Region 5 Election for 2012-2013 Term

Mr. Dickson introduced this item and suggested that President Feldman may have some comments about the individual candidates, as well as ACWA's submission of the recommended slate.

President Feldman suggested that the Board vote for ACWA's Region 5 Nominating Committee's Recommended Slate.

ON MOTION BY President Feldman and seconded by Vice-President Donovan, the Board voted as follows, by roll call vote, to direct staff to complete and submit the ACWA Region 5 Board Ballot for the 2012-2013, term, voting to concur with the Region 5 Nominating Committee's recommended slate:

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

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

1. **Nurserymen's Exchange Bankruptcy** – Mr. Dickson provided an update to the Board on the bankruptcy process and reported that the bankruptcy court has acknowledged the District's unsecured creditor claim for \$50,243.65 in pre-petition water service charges. He also advised that escrow closed on August 5, 2011 on the sale of Nurserymen Exchange's assets to Floramoda, a subsidiary of Monterey Peninsula Horticulture, and that the new company will continue Nurserymen's operations and be responsible for water service accounts as of that date.
2. **I-Bank Loan Approval** – Mr. Dickson stated that he had attended the I-Bank Board of Directors meeting on July 26, 2011 and that the loan for the District's Denniston Creek Water Treatment Plant Improvements Project had been approved in the amount of \$6,756,500. He advised that the loan has a 30 year term at an interest rate of 2.79% (plus a 0.3% annual fee), and that he anticipated bringing the final

agreement to the Board for approval at the September CCWD Board of Directors meeting.

3. **Customer Survey** – Mr. Dickson explained that as part of an effort to develop a communications plan for the District, staff has worked with a consultant to conduct a survey of the District’s customers. He reviewed the results of the approximately 550 responses received to date and indicated that the final survey results and a communications plan would be presented in more detail to the Board at the September Board of Directors meeting.
4. **Denniston Project Construction** - Mr. Dickson reported that the initial pre-construction meeting had been conducted with Anderson Pacific, EKI, and Kennedy/Jenks and that work is expected to begin on the site, starting with the shoring, on September 5, 2011.

A. Operations Report

Mr. Guistino reviewed the highlights of his report, including the recent inspection of the tunnel located at the Crystal Springs Pump Station, which identified some necessary repairs to the water intake valves. He also reported on the status of the digitized system maps and development of Global Positioning System (GPS) mapping of all District field assets and the current lead and copper testing program.

B. Water Resources Report

Ms. Brennan reported that the District had received a certificate of appreciation for partnering and contributing to the Environmental Protection Agency WaterSense program and reviewed the regional Water Use Efficiency Rebate Programs currently instituted through BAWSCA.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no comments or requests from the Board members.

10) ADJOURNMENT

ON MOTION BY Director Mickelsen and seconded by Director Larimer, the Board voted as follows, to adjourn the August 9, 2011 meeting of the Coastsides County Water District’s Board of Directors:

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

The meeting was adjourned at 7:37 p.m. The next Special Board of Directors meeting is scheduled for Tuesday, September 13, 2011.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Robert C. Feldman, President
Board of Directors

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: September 13, 2011

Report

Date: September 1, 2011

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 2011, one transfer application was approved for two – 5/8" (20 gpm) non-priority water service connections. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Glenna Lombardi.

APPROVED WATER TRANSFERS FOR THE 2011 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# OF CONNECTIONS	DATE
115-520-170	048-124-210	Keenan III, TR to Johnson	two--5/8" non-priority	Sep-11

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: August 30, 2011
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connections from Keenan Trust to Johnson**

Glenna, I reviewed the Application to transfer two 5/8-inch uninstalled non-priority water service connections from property owned by Charles J. Keenan, III, Trustee (APN 115-520-170) to property owned by Diane C. Johnson (APN 048-124-210).

This 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

September 1, 2011

Charles J. Keenan III, Trustee
C/O Joyce Yamagiwa, Trustee
700 Emerson Street
Palo Alto, CA 94301

Diane C. Johnson
504 Washington Boulevard
Half Moon Bay, CA 94019

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

Dear Property Owners:

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

- **APN 115-520-170** continues to have the remaining rights to 90 (ninety) 5/8" (20 gpm) uninstalled, non-priority water service connections from the Crystal Springs Project; and
- **APN 048-124-210** now has two---5/8" (20 gpm) uninstalled non-priority water service connections from the Crystal Springs Project assigned to it.

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

2010 NON-PRIORITY LOTTERY RECIPIENTS
STATUS UPDATE

August 31, 2011

33.5 TOTAL SOLD CONNECTIONS (T&S FEES PAID)

5.5	INSTALLATION FEES NOT PAID
19	INSTALLATION FEES PAID/METER INSTALLED - FINALED
3	INSTALLATION FEES PAID/METER NOT INSTALLED - NEEDS TO INSTALL SERVICE LINE(s)
5	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 2012

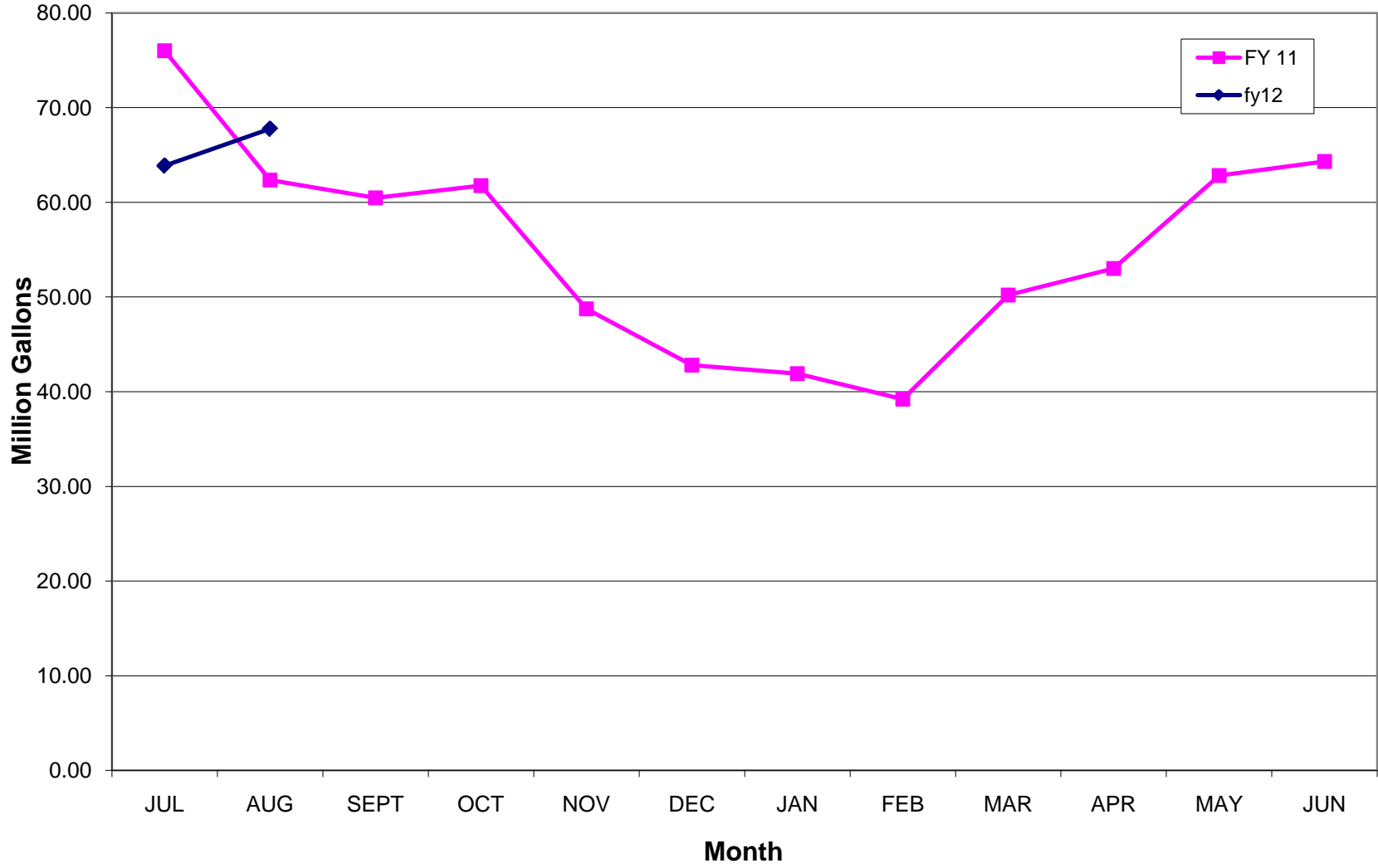
	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	62.65	0.00	0.00	1.03	63.68	-0.18	63.86
AUG	0.00	61.34	0.00	0.00	6.38	67.72	-0.03	67.75
SEPT								
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	123.99	0.00	0.00	7.41	131.40	-0.21	131.61
% TOTAL	0.0%	94.4%	0.0%	0.0%	5.6%	100.0%	-0.16%	100.2%

12 Month Running Treated Total 656.86

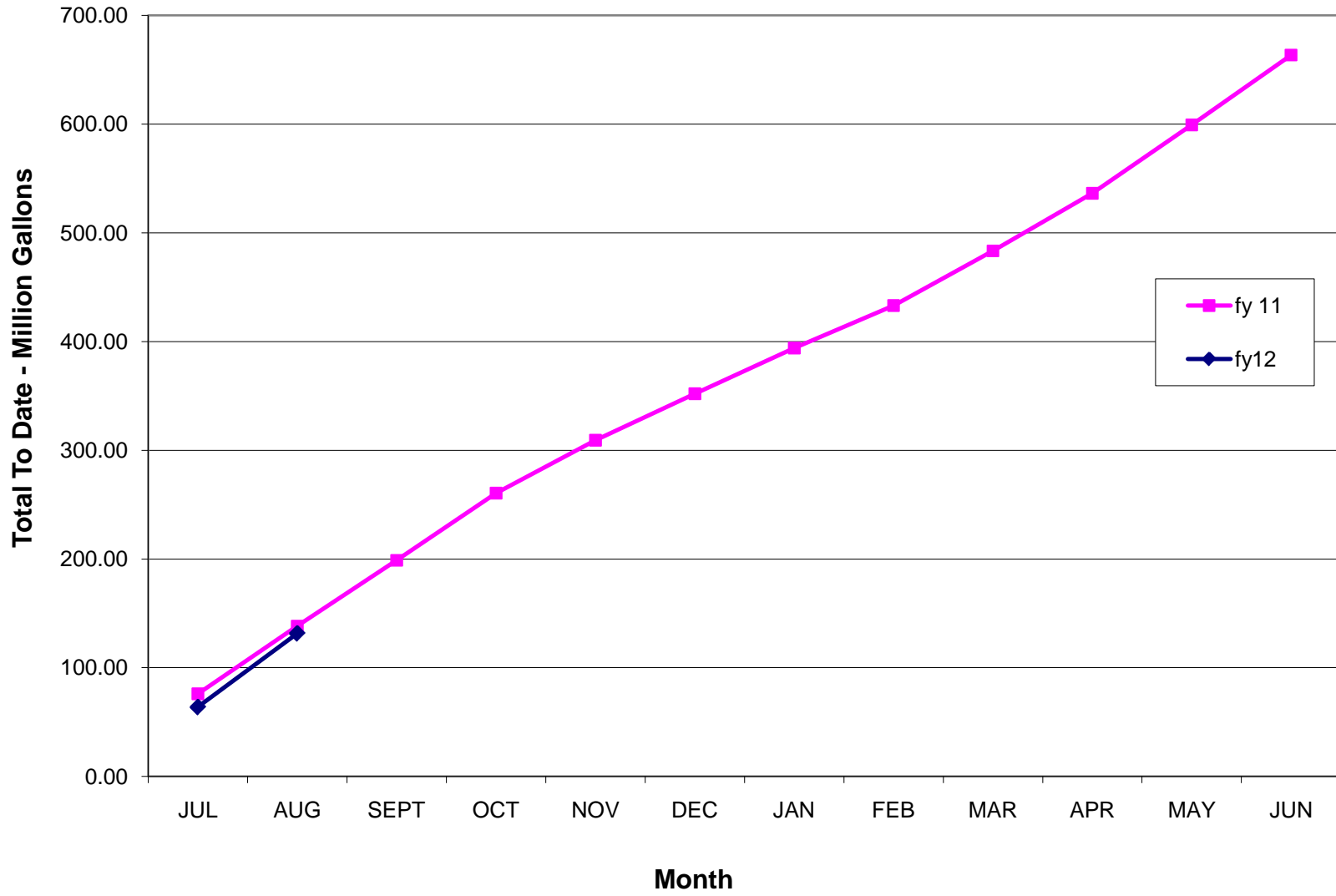
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2011

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
AUG	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
SEPT	0.00	22.17	1.36	3.63	34.64	61.80	1.34	60.46
OCT	0.00	38.13	0.00	0.00	23.69	61.82	0.05	61.77
NOV	8.08	41.38	0	0.00	0.00	49.46	0.71	48.75
DEC	7.69	35.52	0	0.00	0.00	43.21	0.419	42.79
JAN	13.73	28.22	0	0.00	0.00	41.95	0.034	41.92
FEB	10.77	29.74	0.00	0.00	0.00	40.51	1.301	39.21
MAR	14.1	36.44	0.00	0.00	0.00	50.54	0.336	50.21
APR	0	44.15	0.00	0.00	8.71	52.86	-0.145	53.01
MAY	0	58.57	0.00	0.00	4.39	62.96	0.134	62.83
JUN	0	59.29	0.00	0.00	5.69	64.98	0.675	64.31
TOTAL	54.37	492.56	3.20	8.73	110.41	669.28	5.70	663.58
% TOTAL	8.1%	73.6%	0.5%	1.3%	16.5%	100.0%	0.85%	99.1%

Monthly Production FY11 vs. FY 12



Cumulative Production FY 11 vs. FY12



COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources

	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total		
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	
Jul-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.65	60.66	-1.99	15.12	15.12	0.00	77.77	75.78	
Aug-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.34	45.23	-16.11	6.38	18.17	11.79	67.72	63.40	
Sep-11			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			34.64	0.00	61.80	
Oct-11			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			23.69	0.00	61.82	
Nov-11			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			43.45	0.00	83.19	
Dec-11			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			37.93	0.00	71.36	
Jan-12			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			0.00	0.00	30.71	
Feb-12			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			0.00	0.00	30.54	
Mar-12			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			0.00	0.00	38.12	
Apr-12			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			0.00	0.00	52.36	
May-12			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			0.00	0.00	64.51	
Jun-12			#VALUE!	0.00	0.00	#VALUE!			#VALUE!			#VALUE!			14.96	0.00	64.33	
MG Totals	0.00	0.00	#VALUE!	0.00	0.00	0.00	#VALUE!	0.00	0.00	#VALUE!	123.99	105.89	#VALUE!	21.50	33.29	166.46	145.49	697.92

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL		
					Actual	Predicted	Pred-act
	0.00	0.00	145.49	139.18	145.49	139.18	-6.31
% Total	0.00%	0.00%	100.00%	100.00%	104.53%		

Coastside County Water District Monthly Leak Report

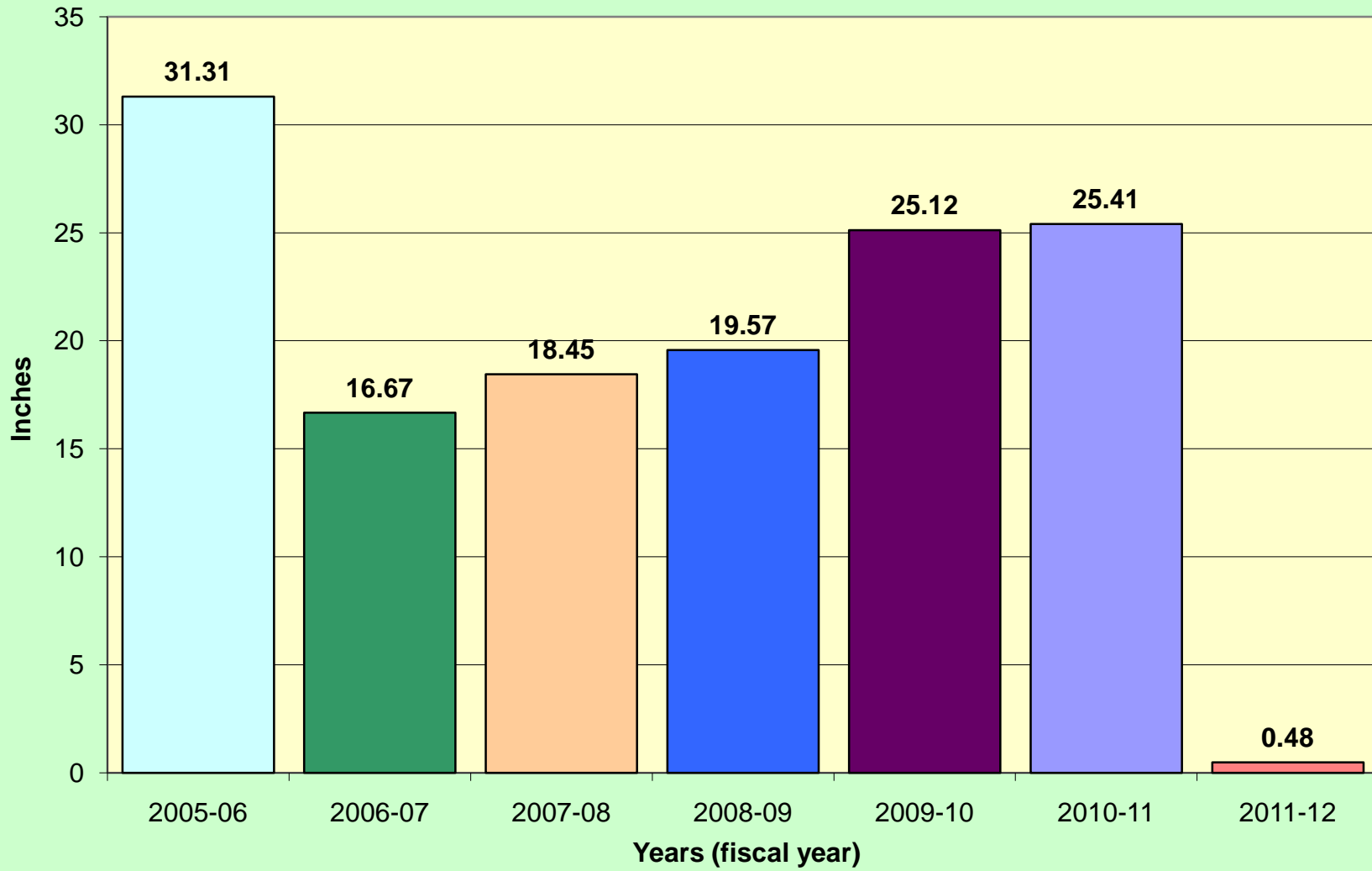
Date	Location	Pipe size/Type	Est. Water Loss (Gallons)*	Repair Material	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
8/5/2011	30 Ave Portola Ave El Granada	1" Plastic	2,500	60'-1" copper 1-1" angle stop 5 Ton Rock 1-1" comp 1" comp nut	\$447.21 \$80.11 \$66.24 \$20.64 \$11.20 Total \$625.40	Men 4 Hours 8	\$2,700	\$3,325.40
8/12/2011	222 Sevilla Ave El Granada	1" plastic service	500	1-1" comp 1-1" comp nut 1" copper 4 tons of rock	\$20.64 \$11.20 \$7.45 \$52.99 Total \$92.28	Men 3 Hours 3	\$925	\$1,017.28
8/17/2011	1300 Block of Columbus ST.	2" Galv	2000	1-2"x7-1/2" Full circle	\$49.49 Total \$49.49	Men 3 Hours 3	\$925	\$974.49
8/30/2011 4 leaks	1300 block of Columbus S ST.	2" Galv	1500	3- 2"x7-1/2" 1- 2"x12-1/2" Full circles	\$149.83 \$106.01 Total \$255.84	Men 3 Hours 7	\$2,025	\$2,280.84
					Total \$0.00	Men Hours		\$0.00
					Total \$0.00	Men Hours		\$0.00
					Total \$0.00	Men Hours		\$0.00

staff \$50/hr
backhoe \$50/hr
service truck \$50/hr
pickup truck \$25/hr
supervisor truck \$25/hr

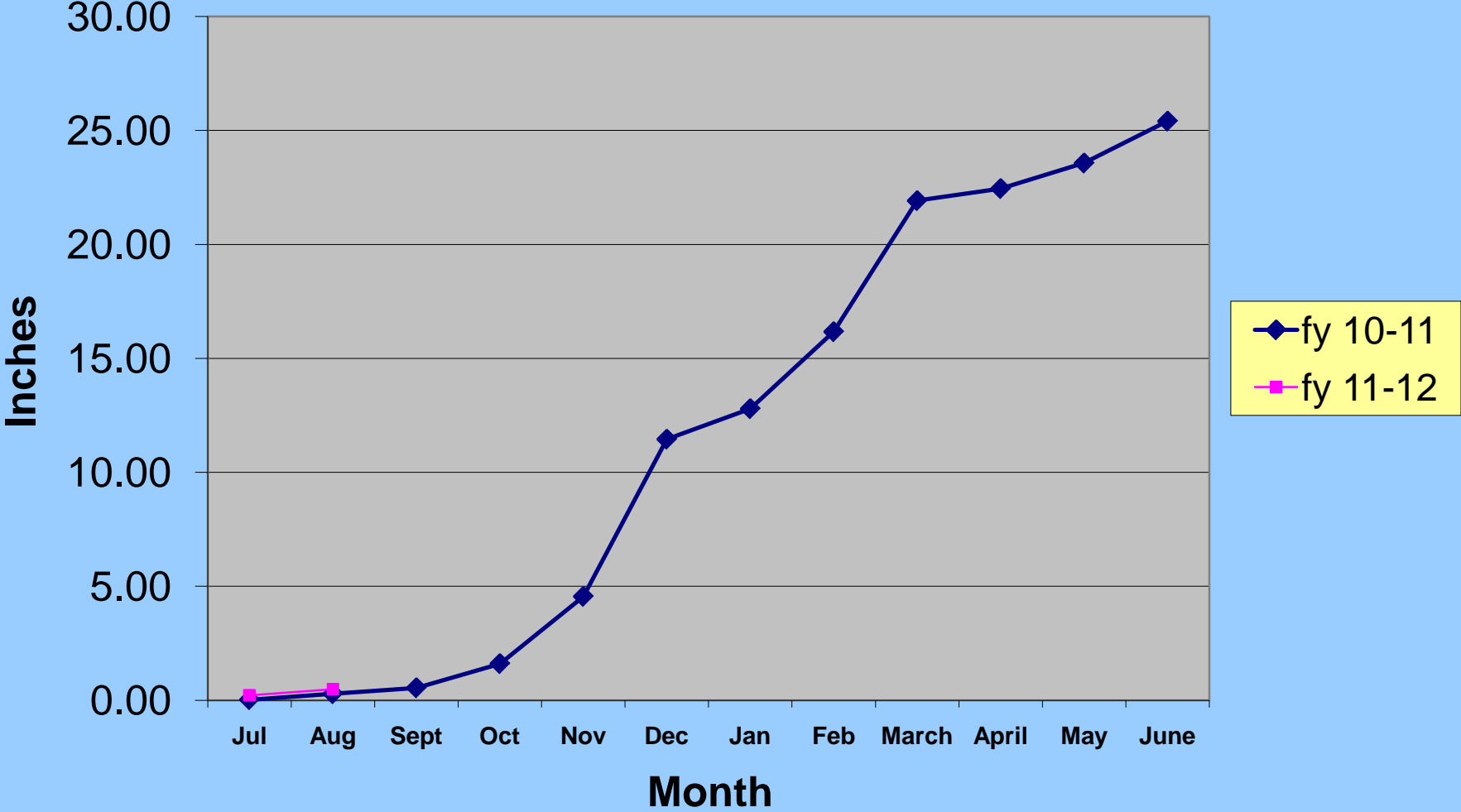
*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services

Total Person Hours	64	Total Water Loss (MG)	0.0065 TOTAL	\$7,598.01
---------------------------	-----------	------------------------------	---------------------	-------------------

Rain Totals



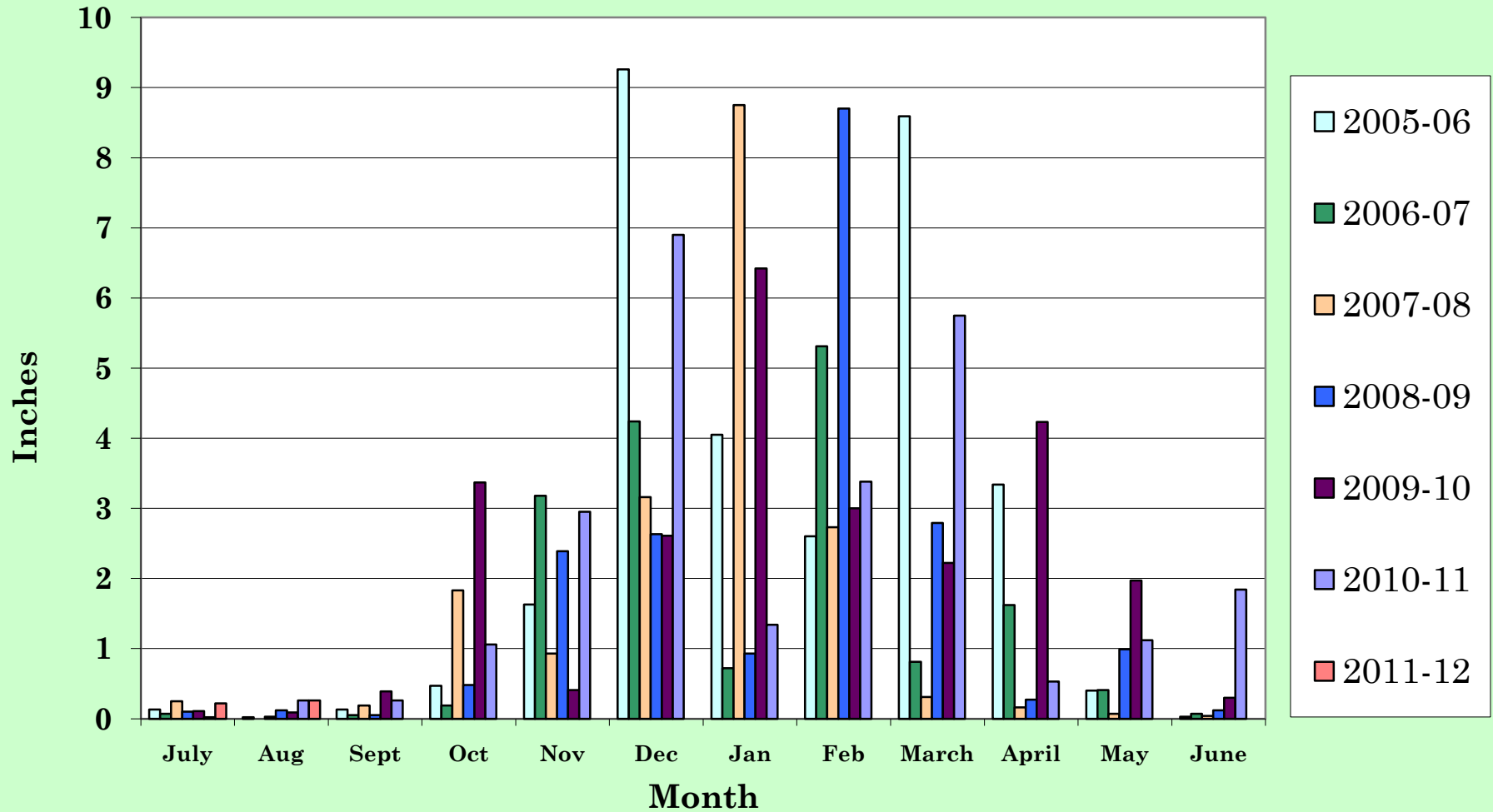
Rainfall Totals fy 12



Coastside County Water District

Rainfall by Month

July '05 thru Jun '12



MONTHLY CLIMATOLOGICAL SUMMARY for AUG. 2011

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	62.7	79.9	6:00p	54.8	10:30p	3.6	1.3	0.00	1.2	10.0	3:30p	SE
2	62.6	76.8	6:00p	57.5	5:30a	3.2	0.8	0.00	1.5	12.0	1:30p	SSW
3	62.6	72.5	1:00p	55.6	5:00a	3.6	1.2	0.04	1.7	9.0	12:30p	SSW
4	63.0	71.6	2:00p	58.8	11:30p	3.0	1.0	0.08	1.6	9.0	2:30a	SSW
5	62.7	71.7	2:30p	58.2	1:00a	3.3	1.0	0.02	0.8	7.0	10:00a	SSW
6	62.2	72.7	2:00p	56.8	4:00a	3.8	1.0	0.02	1.3	11.0	2:30p	SSW
7	60.0	66.1	12:30p	57.1	4:30a	5.0	0.0	0.03	0.8	8.0	2:30p	SW
8	61.1	69.4	12:30p	55.8	6:00a	4.3	0.4	0.01	0.7	8.0	1:00p	SW
9	62.0	72.0	1:30p	56.7	5:30a	3.8	0.9	0.00	0.8	8.0	1:00p	SSW
10	61.6	70.9	1:30p	55.3	4:00a	4.3	0.9	0.00	1.8	11.0	9:30a	SE
11	62.5	70.8	2:30p	57.9	12:30a	3.3	0.8	0.00	1.5	10.0	10:30a	SSW
12	61.6	71.3	1:30p	57.2	9:30p	3.9	0.5	0.00	1.1	9.0	12:30p	SSW
13	60.7	69.7	11:30a	54.8	4:00a	4.6	0.3	0.00	1.4	9.0	2:00p	SSW
14	60.7	68.2	10:00a	53.6	12:00m	4.4	0.1	0.00	1.3	11.0	2:00p	SSW
15	60.8	68.0	2:30p	52.4	4:00a	4.4	0.3	0.00	1.2	11.0	1:00p	SSW
16	63.1	72.4	1:00p	58.0	5:30a	3.2	1.3	0.00	0.9	10.0	2:30p	SSW
17	62.0	70.1	1:30p	57.3	12:00m	3.5	0.5	0.00	1.0	9.0	12:30p	SW
18	61.5	69.2	2:00p	57.0	7:00a	3.9	0.4	0.00	0.7	7.0	10:30a	SW
19	62.3	72.3	12:30p	58.0	6:30a	3.5	0.8	0.00	0.9	9.0	2:30p	SSW
20	62.9	71.6	1:30p	58.0	5:30a	3.2	1.1	0.00	1.6	10.0	7:30a	S
21	63.0	70.5	12:30p	58.2	2:00a	2.9	0.9	0.02	0.7	8.0	2:30p	SSW
22	62.2	70.2	12:00p	55.4	12:00m	3.5	0.7	0.00	1.0	11.0	3:30p	SW
23	59.8	67.9	2:00p	51.1	4:30a	5.6	0.3	0.00	0.8	7.0	9:30a	SW
24	61.3	70.7	3:30p	53.3	4:30a	4.3	0.5	0.00	0.8	9.0	1:00p	SW
25	63.9	72.8	2:00p	59.0	10:30p	2.4	1.2	0.01	0.8	10.0	1:00p	SW
26	63.1	73.4	2:00p	57.3	10:00p	3.2	1.3	0.01	0.7	9.0	1:30p	SW
27	61.0	70.7	12:00p	56.2	5:00a	4.5	0.5	0.02	0.4	9.0	1:00p	SW
28	59.8	70.4	12:30p	52.1	6:00a	5.5	0.3	0.00	0.7	8.0	12:00p	SW
29	62.7	70.8	12:00p	57.9	4:00a	2.9	0.6	0.00	1.5	10.0	1:00p	SSW
30	62.6	73.4	2:00p	58.3	11:00p	3.4	1.0	0.00	2.0	12.0	12:00p	SSW
31	63.5	73.4	1:30p	58.0	6:00a	3.1	1.6	0.00	2.3	15.0	1:00p	SSW
	62.0	79.9	1	51.1	23	117.1	23.5	0.26	1.1	15.0	31	SSW

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

Max Rain: 0.08 ON 08/04/11

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

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For July 2011

J. Chester, B. McGurk, A. Mazurkiewicz, & M. Tsang, August 5, 2011



Cherry Creek Diversion Dam and Intake Structure: This system on Cherry Creek was the earliest diversion structure built in 1916 as an initial step of the Hetch Hetchy project. This structure diverts water from Cherry Creek into the Lower Cherry Aqueduct which leads to Early Intake. In its earliest function, water released from Lake Eleanor down Cherry Creek was diverted to the original 3 MW powerhouse at Early Intake which produced all of the energy needed to construct O’Shaughnessy Dam as well as power Groveland. The last time the structure was put into full use was during the 1988-1991 drought. Water was diverted from Cherry Creek (below Lake Eleanor and Cherry Reservoir) to augment the water diverted from the Hetch Hetchy watershed.

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

Table 1 Current Storage As of August 1, 2011							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	363,330		360,340		0		Full
Cherry ^{2/}	268,108		273,340		5,232		98.1%
Lake Eleanor ^{3/}	26,726		27,100		374		98.6%
Water Bank	570,000		570,000		0		Full
Tuolumne Storage	1,228,164		1,230,780		5,606		99.8%
Local Bay Area Storage							
Calaveras ^{4/}	36,709	11,961	96,824	31,550	60,115	19,589	37.9%
San Antonio	49,529	16,139	50,496	16,454	967	315	98.1%
Crystal Springs	53,386	17,396	58,377	19,022	4,990	1,626	91.5%
San Andreas	12,535	4,085	18,996	6,190	6,461	2,105	66.0%
Pilarcitos	2,537	827	2,995	976	457	149	84.7%
Total Local Storage	154,696	50,408	227,688	74,192	72,990	23,784	67.9%
Total System	1,382,860		1,458,468		78,596		94.8%

^{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.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The July six-station precipitation index was 0.03 inches, or 10.2% of the average index for the month. The only measured precipitation event was a thunderstorm in late July, however the measurement is not representative of the event because it was an intense localized event in the high country. A second thunderstorm also occurred and caused a rise in Hetch Hetchy inflow, but it was not measured by any of the precipitation gages.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2011 is 58.81 inches, which is 165.3% of the average annual water year total, or 169.4% of the average annual-to-date. The Hetch Hetchy gauge is shown in Figure 1 in red, and is well above the median line.

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

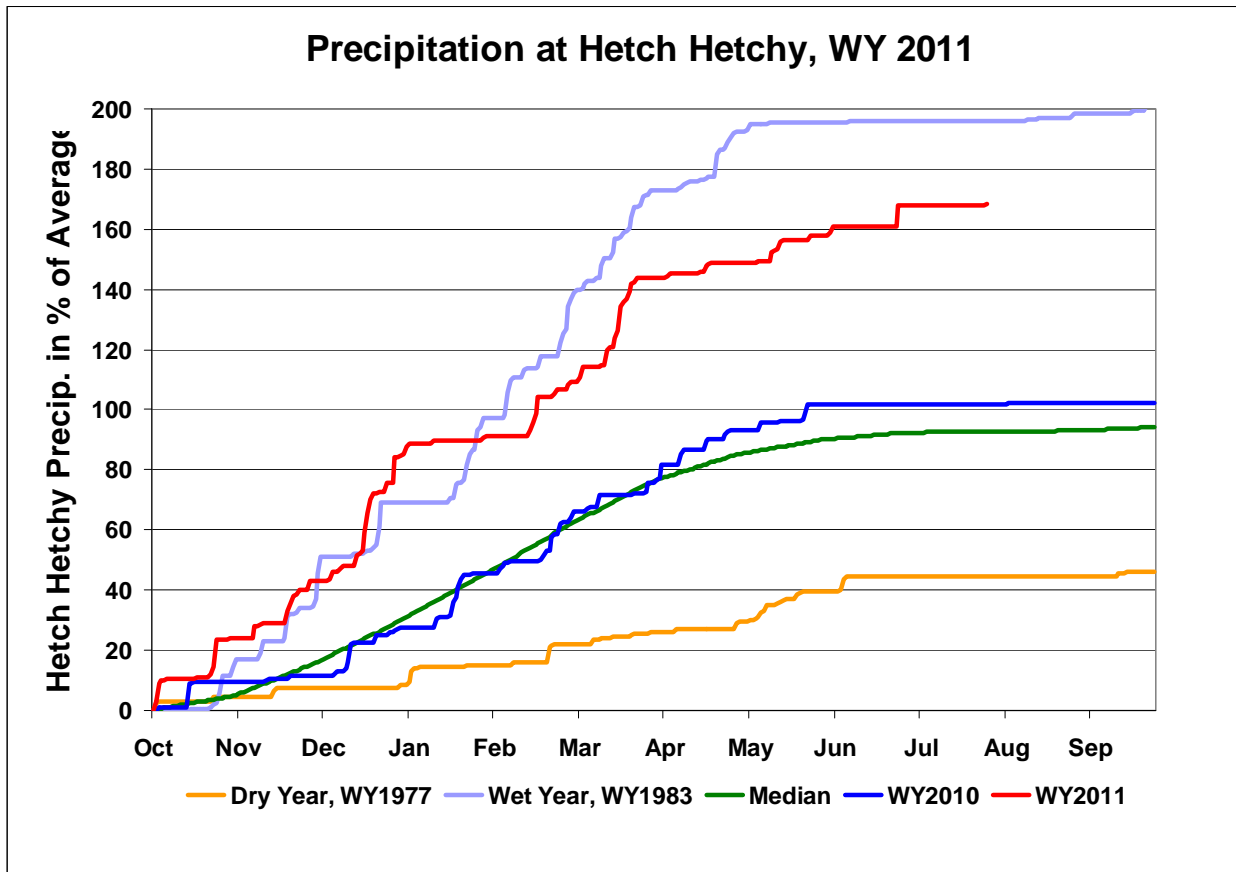


Figure 1: Water year 2011 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month July. Precipitation curves for wet, dry, median, and WY 2010 years for the station at Hetch Hetchy are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of July 31st is summarized below in Table 2. Snowmelt inflows are well above normal and the remainder of the snowmelt runoff recession will continue into early August.

	July 2011				October 1, 2010 through July 31, 2011			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	295,053	42,984	74,751	394.7%	1,312,862	699,887	727,677	180.4%
Inflow to Cherry Reservoir and Lake Eleanor	114,845	12,155	25,314	453.7%	788,278	439,790	446,466	176.6%
Tuolumne River at La Grange	451,572	66,998	119,674	377.3%	3,411,392	1,736,350	1,807,165	188.8%
Water Available to the City	303,018	1,301	45,899	660.2%	1,980,559	620,855	780,847	253.6%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in July totaled 275,669 acre-feet which met SJPL deliveries, fisheries releases, and reservoir management goals. Due to the late seasonal snowmelt and reservoir management, Hetch Hetchy Reservoir filled on July 9th and remained full and spilling through the month. Additional releases through valves and the spillway continued through the month and will continue into early August.

A total of 85,595 acre-feet of power draft and valve releases were made at Cherry Reservoir to manage reservoir elevation and to support the City's Municipal load, District Class 1, other loads or accounts, and sales. Both Cherry Reservoir and Lake Eleanor were full through most of July. As snowmelt runoff has receded in the Cherry Creek drainage, inflow to Cherry Reservoir has been augmented by pumping 1,708 acre-feet of water from Lake Eleanor in late July to maintain a high elevation at Cherry Reservoir and minimize the spill at Lake Eleanor.

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant average production rate for the month of July was 32 MGD, and the Harry Tracy Water Treatment Plant rate averaged 28 MGD.

Local System Water Delivery

The water delivery rate for the month averaged 260 MGD. This is a 5 % increase over the June average rate of 247 MGD.

Local Precipitation

The seasonal inland push of coastal stratus over the western watersheds resulted in fog-derived moisture measured at the Pilarcitos and Lower Crystal Springs rain gauges. 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	0.08	100 %	48.55	125 %
Lower Crystal Springs	0.03	75 %	30.43	114 %
Calaveras	0.00	0 %	26.07	122 %

⁷ WY 2011: Oct. 2010 through Sep. 2011

Snowmelt and Water Supply

The exceptional snowpack of water year 2011 supported high inflows through the entire month of July. While inflows to Cherry Reservoir and Lake Eleanor have greatly receded, spill and releases from Hetch Hetchy will continue into the second week of August. The extended snowmelt runoff has left all three up country reservoirs with high storage levels for this point in the summer. In addition to snowmelt, the Hetch Hetchy watershed experienced two significant thunderstorms in July, which were not completely captured by any of the precipitation gages, but their impacts can be clearly seen in the inflow hydrograph. April through July inflows for the Tuolumne at La Grange is the 7th highest on record and the 5th highest for Hetch Hetchy. The recorded precipitation at the gauge at Hetch Hetchy for water year 2011 is the third highest on record (just 1.42 inches from being second).

The summer of 2011 has remained relatively cool. Seasonal forecasts predict that this pattern will continue into the early fall. Long-term seasonal forecasts are inconclusive for the precipitation forecast. The general cool conditions throughout the spring and summer has resulted in low water delivery demands. Water deliveries from the Hetch Hetchy system have remained below diversion capacity and are not expected to increase to capacity through the remainder of summer and fall.

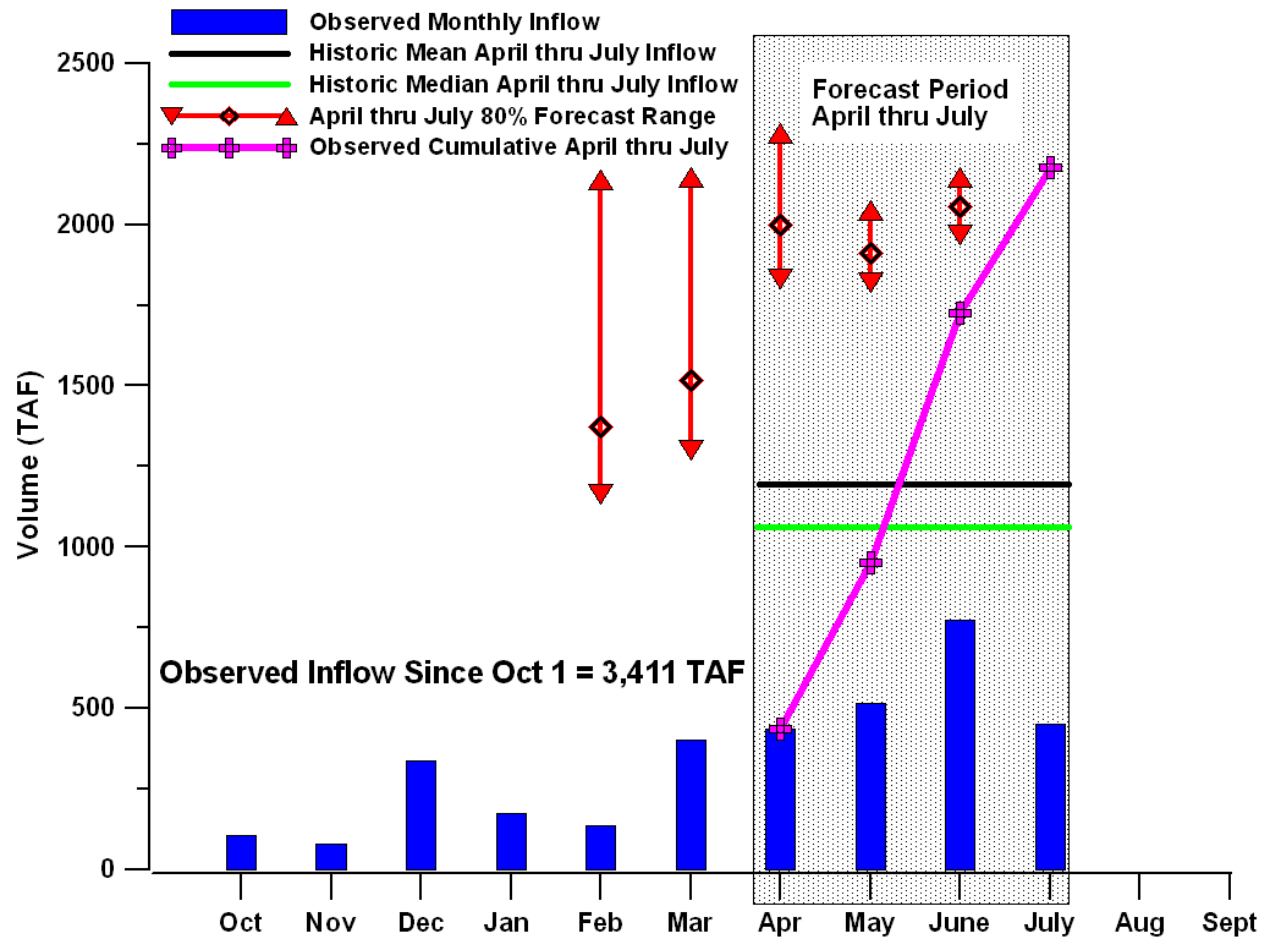


Figure 2: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

The Tuolumne Basin Water Supply Forecast Model was executed on June 1st using the measured snow course, precipitation, and runoff data. The forecast indicated that the median amount of runoff that may occur this April-through-July was about 190% of the long-term median (Figure 2). The median forecast for April-through-July runoff was about 2,055 TAF, compared to the long-term median runoff of 1,080 TAF. For natural flow at La Grange, the forecast predicted an 80 percent chance that the April-through-July natural runoff would be between 1,970 TAF and 2,145 TAF. The observed April-July inflow was 2,177 TAF at La Grange. The disparity between the June 1st forecast and the observed inflow is due to the contribution of the significant late-June storm event and late-July thunderstorms. These events contributed approximately 120 TAF additional inflows. The late-June storm event brought June precipitation to 445% of normal for the Hetch Hetchy gage. This type of event is uncommon in June and not captured in the forecast prediction.

303,018 acre-feet of water became available to the City in July, which is 660% of normal, raising the water-year total to 1,980,599 acre-feet (Figure 3).

Unimpaired Flow at La Grange & Water Available to the City

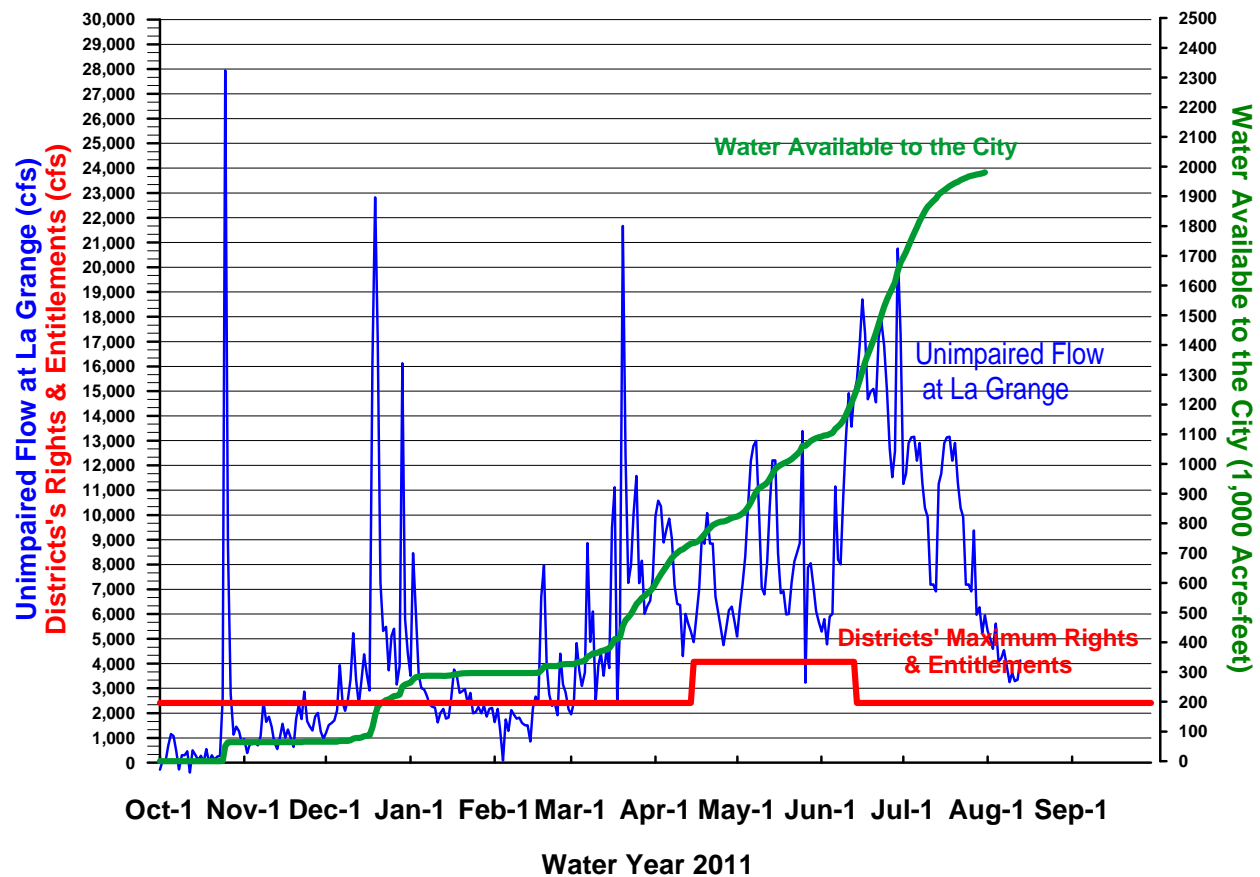


Figure 3: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1st, 2010 through July 31st, 2011 was 1,980,599 acre-feet.

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

San Francisco Public Utilities Commission Hydrological Conditions Report For August 2011

J. Chester, A. Mazurkiewicz, & M. Tsang, September 8, 2011



The **New Lake Merced Pump Station (LMPS)** supplies water to the in-City Sunset and Sutro Reservoirs. LMPS is located in the southwest corner of San Francisco adjacent to Lake Merced. The Stations' pumps boost regional water traveling north from the peninsula via the Sunset Supply Pipeline up into the Sunset and Sutro Reservoirs where in combination these two reservoirs supply 60% of San Francisco. The New LMPS will meet seismic standards and will ensure water reliability for San Francisco citizens well into the future (photos courtesy of Colin Patton, WISP)

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

Table 1 Current Storage As of September 1, 2011							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	351,720		360,340		8,620		97.6%
Cherry ^{2/}	250,545		273,340		22,795		91.7%
Lake Eleanor ^{3/}	19,420		27,100		7,680		71.7%
Water Bank	570,000		570,000		0		Full
Tuolumne Storage	1,191,685		1,230,780		39,095		96.8%
Local Bay Area Storage							
Calaveras ^{4/}	36,104	11,764	96,824	31,550	60,720	19,786	37.3%
San Antonio	48,311	15,742	50,496	16,454	2,184	712	95.7%
Crystal Springs	50,256	16,376	58,377	19,022	8,121	2,646	86.1%
San Andreas	14,287	4,656	18,996	6,190	4,709	1,534	75.2%
Pilarcitos	2,400	782	2,995	976	595	194	80.1%
Total Local Storage	151,358	49,320	227,688	74,192	76,330	24,872	66.5%
Total System	1,343,043		1,458,468		115,425		92.1%

^{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.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: August is typically a dry month and this August the six-station precipitation index was 0.01 inches, or 3.7% of the average index for the month.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2011 is 58.82 inches, which is 165.3% of the average annual water year total, or 168.8% of the average annual-to-date. The Hetch Hetchy gauge is shown in Figure 1 in red, and is well above the median line.

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

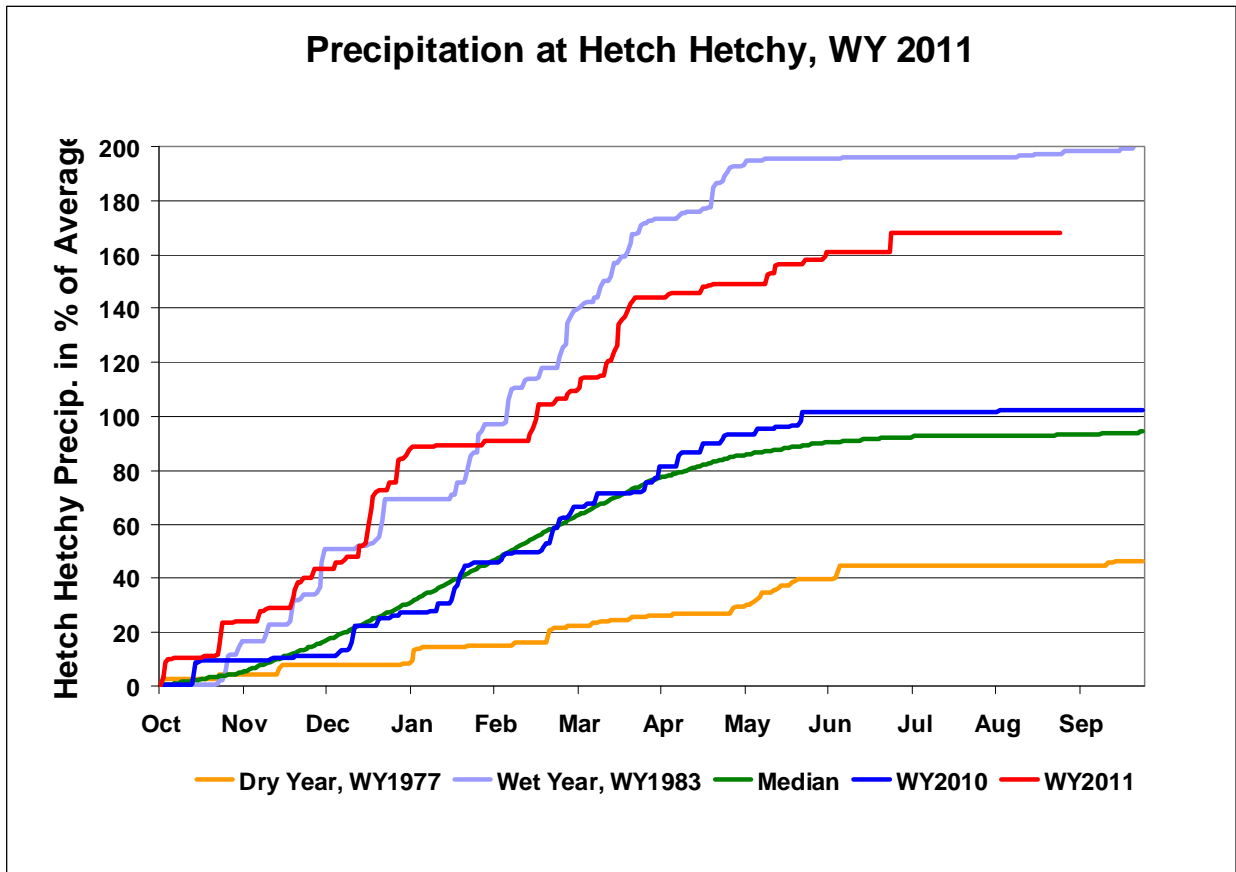


Figure 1: Water year 2011 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month August. Precipitation curves for wet, dry, median, and WY 2010 years for the station at Hetch Hetchy are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of August 31st is summarized below in Table 2. Inflows to the reservoirs were above normal due to the continued snowmelt runoff and late recession to summer baseflow conditions.

	August 2011				October 1, 2010 through August 31, 2011			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	44,963	7,202	13,807	325.7%	1,357,825	704,750	741,923	183.0%
Inflow to Cherry Reservoir and Lake Eleanor	10,881	1,654	3,159	344.4%	799,159	443,769	449,603	177.8%
Tuolumne River at La Grange	71,985	16,414	24,445	294.5%	3,483,377	1,760,943	1,832,129	190.1%
Water Available to the City	967	0	1,363	97%	1,981,526	620,855	782,289	253.3%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in August totaled 59,395 acre-feet which met SJPL deliveries, fisheries releases, and reservoir management goals.

A total of 31,801 acre-feet of power draft was made at Cherry Reservoir to manage reservoir elevation and to support the City's Municipal load, District Class 1, other loads or accounts, and sales. A total of 10,314 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir in August to maintain a high elevation at Cherry Reservoir and to lower Lake Eleanor for scheduled maintenance work on the spillway

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant average production rate for the month of August was 13 MGD; for the month, the plant was off-line 9 of 31 days for maintenance. The Harry Tracy Water Treatment Plant rate averaged 25 MGD.

Local System Water Delivery

The water delivery rate for the month averaged 262 MGD. The change in delivery rate between July and August remained relatively flat with the August rate up by less than 1 % over the July average rate of 260 MGD.

Local Precipitation

The continued inland push of summer coastal stratus over the western watersheds resulted in small amounts fog-derived moisture measured at the Pilarcitos and Lower Crystal Springs rain gauges. The eastern watersheds remained dry with the last measurable precipitation occurring in June. The August 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	0.03	21 %	48.66	125 %
Lower Crystal Springs	0.03	33 %	30.49	114 %
Calaveras	0.00	0 %	26.07	121%

⁷ WY 2011: Oct. 2010 through Sep. 2011

Snowmelt and Water Supply

The cool and wet water year of 2011 has continued to contribute elevated inflows to the Tuolumne River watershed. Flows on the mainstem of the Tuolumne above Hetch Hetchy on September 1st were near 140 cfs as compared to 30 cfs on September 1st, 2010. While inflows continue to recede the reservoirs remain above typical September 1st storage volumes. The month of September does not typically bring significant precipitation and it is expected to remain relatively warm and dry, with occasional mountain thunderstorms. At this point, the 3-month outlook does not show any indication of what to expect for the up coming fall or winter.

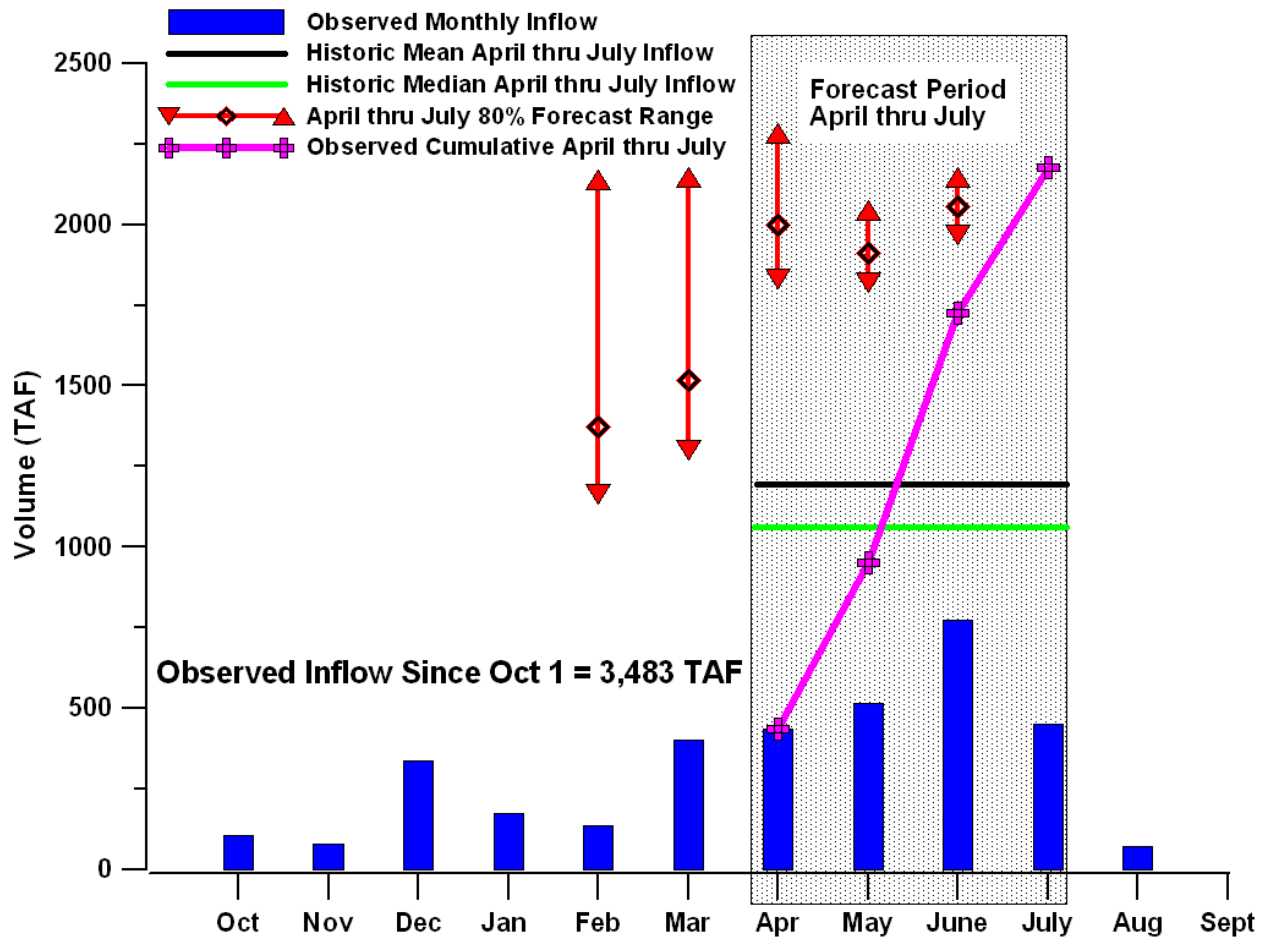


Figure 2: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

The Tuolumne Basin Water Supply Forecast Model was executed on June 1st using the measured snow course, precipitation, and runoff data. The forecast indicated that the median amount of runoff that may occur this April-through-July was about 190% of the long-term median (Figure 2). The median forecast for April-through-July runoff was about 2,055 TAF, compared to the long-term median runoff of 1,080 TAF. For natural flow at La Grange, the forecast predicted an 80 percent chance that the April-through-July natural runoff would be between 1,970 TAF and 2,145 TAF. The observed April-July inflow was 2,177 TAF at La Grange.

967 acre-feet of water became available to the City in August, which is 97% of normal, raising the water-year total to 1,981,526 acre-feet (Figure 3).

Unimpaired Flow at La Grange & Water Available to the City

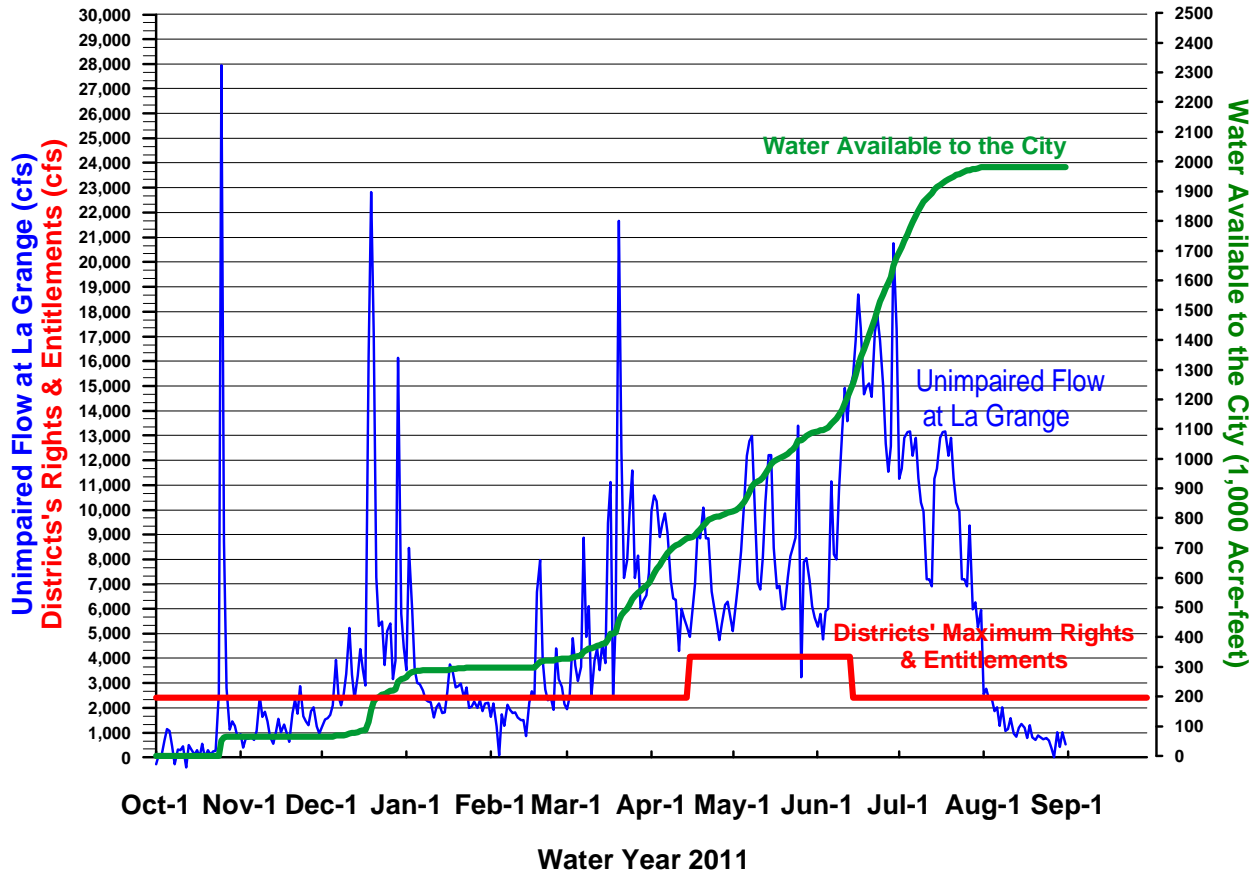


Figure 3: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1st, 2010 through August 31st, 2011 was 1,981,526 acre-feet.

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
via David Dickson, General Manager

From: Joe Guistino

Agenda: September 13, 2011

Report

Date: September 8, 2011

Subject: El Granada Pump Station (PS) #1 pump and motor replacement

Recommendation: Authorize staff to award a contract for El Granada Pump Station #1 pump and motor replacement to Pump Repair Service Co. for \$18,101.59

Background: The El Granada Pump Stations 1 and 2 were originally designed for a capacity of 150 gpm and 175 gpm respectively and each consist of two identical pumps. We have installed one 250 gallon per minute (gpm) unit previously at both stations and recent improvements to the electrical panel at El Granada PS #1 will now enable us to complete this retrofit at that site by the installation of the second 250 gpm unit. The existing pump is the original unit, having been rebuilt on a number of occasions. The last time that a pump failed in El Granada PS 1, Pump Repair recommended that we install larger units so that the station would not run as much, reducing noise from the station and wear and tear on the pump. Under the direction of District Engineer Jim Teter, we are changing these stations to allow them to deliver water at 225 gpm under normal circumstances and at up to 400 gpm in the event of a sudden demand in the El Granada Highlands. This project includes a new 20 HP motor to drive the pump.

Staff has solicited two informal bids for the job per policies and procedures for purchases under \$25,000. Pump Repair Service was the low bidder.

Fiscal Impact: The Fiscal Year 2011/12 to 2020/21 Capital Improvement Budget allotted \$23,000 for station upgrades.

STAFF REPORT

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

From: Joe Guistino

Agenda: September 13, 2011

Report

Date: September 8, 2011

Subject: Purchase of Crystal Springs Check Valve

Recommendation:

Authorize staff to purchase a new 12" check valve for the Crystal Springs Pump Station from Pump Repair Service Company for a total cost of \$25,961.

Background:

Large pump stations like Crystal Springs that pump water to high elevations require check valves to prevent the water from flowing back to the source, causing the pumps and motors to spin in reverse. Each of the three pumps has a 12" check valve. These valves were installed in 1992 and are reaching the end of their useful life.

In the last two years, we have replaced the main 18" check valve for the station and the 12" check valve for the 500 horsepower pump. The Capital Improvement Program calls for replacing one of the remaining two check valves this fiscal year, and the final one in Fiscal Year 2012-2013.

Bids received from Pump Repair Inc. and E & M are as follows:

Pump Repair Inc.	- \$25,961
E & M	- \$32,771

The lead time for these specialty items is 4 months. The replacement work would be scheduled for January/February 2012.

Fiscal Impact:

Cost of \$25,961. The Capital Improvement Program budget includes \$25,000 for this work.

STAFF REPORT

To: Coastside County Water District Board of Directors
From: David Dickson, General Manager
Agenda: September 13, 2011

Report

Date: September 9, 2011

Subject: Customer Survey Results

Recommendation:

None. Information only.

Background:

The District's Customer Survey, mentioned in the General Manager's Report at the August Board meeting, closed on August 13. As the attached summary shows, 520 people responded to the survey. We felt that this was an excellent response rate and that the answers should be representative of our customer base.

Overall, the survey results provide some positive feedback, as well as identifying some opportunities to improve communication with our customers:

- 65% of the District's customers rated service as good or excellent.
- 18% - a significant percentage of customers - have attended a Board meeting or watched on television or Coastsidewater.org.
- 82% of our customers do not have a clear understanding of how the District spends their money.
- 50% of customers perceive overall District management as good or excellent.
- A high percentage - 43% of customers - have visited our website.
- Over half of our customers would prefer to receive District information by email.
- Our customers place a high priority on reliability and quality of water service.

With the assistance of our communications consultant, staff has been using the survey results in developing a plan to improve communications with our customers. We will present the plan to the Board at the October 11 meeting.

How would you rate customer service of the Coastside County Water District?		
Answer Options	Response Percent	Response Count
Poor	1.7%	9
Fair	2.5%	13
Average	15.8%	82
Good	37.1%	193
Excellent	27.7%	144
Don't Know	15.2%	79
<i>answered question</i>		520
<i>skipped question</i>		7

Have you ever attended a Board meeting or watched one on television or on www.coastsidewater.org?		
Answer Options	Response Percent	Response Count
Yes	18.0%	93
No	82.0%	425
<i>answered question</i>		518
<i>skipped question</i>		9

Do you have a clear understanding of how the District spends your money?		
Answer Options	Response Percent	Response Count
Yes	17.5%	91
No	82.5%	428
<i>answered question</i>		519
<i>skipped question</i>		8

Which of the following do you believe is the most important contributor to the District's rate increases?		
Answer Options	Response Percent	Response Count
Salary and benefit increases for District employees	9.5%	48
Increasing cost of San Francisco water	22.0%	111
Increasing operation and maintenance costs	28.1%	142
Costs for replacing aging District infrastructure	28.1%	142
Other (please specify)	12.3%	62
<i>answered question</i>		505
<i>skipped question</i>		22

Have you ever requested a service call from the District?		
Answer Options	Response Percent	Response Count
Yes	27.7%	144
No	72.3%	375
<i>answered question</i>		519
<i>skipped question</i>		8

If you answered yes, how would you describe your overall satisfaction with the level of service provided?

Answer Options	Response Percent	Response Count
Poor	5.1%	11
Fair	4.2%	9
Average	8.4%	18
Good	22.9%	49
Excellent	34.6%	74
Don't Know	24.8%	53
<i>answered question</i>		214
<i>skipped question</i>		313

In your opinion how would you describe the overall management of the District?

Answer Options	Response Percent	Response Count
Poor	2.3%	12
Fair	8.1%	42
Average	17.7%	92
Good	24.5%	127
Excellent	15.6%	81
Don't Know	31.8%	165
<i>answered question</i>		519
<i>skipped question</i>		8

Have you ever visited the District's website?

Answer Options	Response Percent	Response Count
Yes	42.8%	222
No	57.2%	297
<i>answered question</i>		519
<i>skipped question</i>		8

If you answered yes, how would you describe the site?

Answer Options	Response Percent	Response Count
Has all the information I need	30.8%	69
Has most of the information I need	45.5%	102
Has some of the information I need	21.9%	49
Has none of the information I need	1.8%	4
<i>answered question</i>		224
<i>skipped question</i>		303

Which of these, if any, do you remember seeing? (Check all that apply).

Answer Options	Response Percent	Response Count
News article about CCWD	52.4%	188
Advertisement	7.2%	26
Banner	7.0%	25
Flyers about CCWD	19.8%	71
Bill insert	51.8%	186
Newsletter about CCWD	51.0%	183
<i>answered question</i>		359
<i>skipped question</i>		168

Do you read materials included in your bill?		
Answer Options	Response Percent	Response Count
Yes	70.8%	361
No	29.2%	149
<i>answered question</i>		510
<i>skipped question</i>		17

How do you prefer to get information about the District?		
Answer Options	Response Percent	Response Count
Bill inserts	33.3%	172
Email from District	50.6%	261
Letter	7.4%	38
Brochure	3.9%	20
Other (please specify)	4.8%	25
<i>answered question</i>		516
<i>skipped question</i>		11

What information would you like to receive from the District? (Check all that apply.)		
Answer Options	Response Percent	Response Count
Billing and Water Rates	79.8%	396
Water Quality	74.0%	367
Available Rebates	66.7%	331
Water Conservation	50.0%	248
Water Smart Gardening	38.1%	189
Water Supply Projects	36.3%	180
Other (please specify)	5.8%	29
<i>answered question</i>		496
<i>skipped question</i>		31

Which of these is MORE important to you?		
Answer Options	Response Percent	Response Count
Reliability and quality of water service	80.9%	415
Cost of water service	19.1%	98
<i>answered question</i>		513
<i>skipped question</i>		14

Approximately what percentage of its water does the District purchase from San		
Answer Options	Response Percent	Response Count
100%	18.8%	80
80%	45.5%	194
50%	25.1%	107
20%	10.6%	45
<i>answered question</i>		426
<i>skipped question</i>		101

How long have you lived on the Coastside?		
Answer Options	Response Percent	Response Count
0-1 Year	4.6%	24
1-5 Years	15.4%	80
6-10 years	18.1%	94
11-20 years	21.7%	113
21+ years	40.2%	209
<i>answered question</i>		520
<i>skipped question</i>		7

What is your age?		
Answer Options	Response Percent	Response Count
18-25	0.8%	4
26-35	5.3%	27
36-54	34.3%	173
55-74	54.9%	277
75+	4.8%	24
<i>answered question</i>		505
<i>skipped question</i>		22

Without looking it up - how much is your bimonthly water bill?		
Answer Options	Response Percent	Response Count
Over \$150	10.2%	53
\$100-\$150	26.8%	139
\$50-\$99	46.9%	243
Under \$50	13.5%	70
Can't remember	2.5%	13
<i>answered question</i>		518
<i>skipped question</i>		9

I would like to receive emails from the District regarding services and information about operations.		
Answer Options	Response Percent	Response Count
No	55.8%	274
Yes (add email address)	44.2%	217
<i>answered question</i>		491
<i>skipped question</i>		36

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: September 13, 2011

Report

Date: September 8, 2011

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. **November Election**

Because only three candidates filed by the August 17 deadline for three open Board seats, there will be no need for a District election on November 8. Following certification of the election results in November, the County will send certificates of appointment in lieu of election for Ken Coverdell, Glenn Reynolds, and Bryan Hannegan. The terms of these directors will begin at the December 13 meeting. The District will not spend the \$25,000 budgeted for election expenses.

2. **Pacifica Community Television**

Beginning with tonight's meeting, Pacifica Community Television (PCT) will provide video services for the District's monthly meetings, replacing Mid-Coast Community Television. A joint committee from the City of Half Moon Bay and San Mateo County selected PCT through a competitive process to cover midcoast governmental meetings. PCT will broadcast District meetings on the local community access channel (Channel 27) on the Thursday following the monthly meeting, at 10:00 AM and 10:00 PM. PCT's lower charges under the new agreement will save the District \$125 per month as compared with the cost for MCTV services.

3. **925 Main Street Connection Purchase Refund**

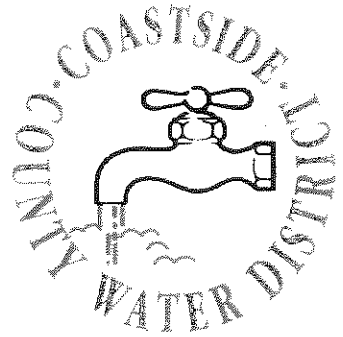
Under an April 14, 2010 agreement with Senior Coastsiders, Inc. and Coastside Adult Day Health Center ("Applicants"), the District agreed to sell 9.5 priority connections to the Applicants for a senior housing development at 925 Main Street, subject to the Applicants' submittal of verification by the City of Half Moon Bay that the development was eligible for priority water service under the applicable local coastal plan.

In accordance with the terms of the agreement (copy attached), the Applicants submitted a request to withdraw their application to purchase connections and to receive a refund of \$66,215 in transmission and storage fees paid with the application. Staff issued the refund. Since the project does not qualify for priority water service, the developers plan to purchase uninstalled non-priority connections from private owners.

4. Crystal Springs Pump Station Intake Valve Actuators

Following discussion of the Crystal Springs Pump Station intake valve actuators at the last Board meeting, we received a bid of \$112,365 for their replacement, with a delivery time of 26 weeks. Considering the expense of replacing these units and their relatively short life, we have been evaluating alternative solutions which would provide better system reliability at a lower long-term cost. We will discuss this further as part of our Operations Report.

RECEIVED
APR 14 2010
COASTSIDE COUNTY
WATER DISTRICT



April 14, 2010

Senior Coastsiders, Inc.
Attn: Cara Schmaljohn
535 Kelly Avenue
Half Moon Bay, CA 94019

Coastside Adult Day Health Center
Attn: Janie Bono-James
645 Correas
Half Moon Bay, CA 94019

Re: Purchase of Priority Water Service Connections

Dear Ms. Schmaljohn and Ms. Bono-James:

The Coastside County Water District ("District"), on April 1, 2010, received the Priority Water Service Connection Purchase Agreement ("Application") submitted by Senior Coastsiders, Inc., and Coastside Adult Day Health Center (collectively, "Applicants") for the purchase of priority water service connections for use on certain property in the City of Half Moon Bay for a low income senior housing project.

The Application is substantially complete. However, there is a discrepancy in the requirements of Section 4 of the Application and the February 11, 2010 letter submitted by the City of Half Moon Bay ("City"). Section 4 requires that the Applicants submit a letter from the City "advising the District that the use to which Purchaser proposes to put the water connection is designated as a priority use, and that the Property is zoned for and designated as entitled to priority water service under the applicable local coastal plan." The February 11, 2010 letter from the City states that the City Planning Commission has approved the proposed development, "finding that housing which is restricted to low and very low income occupants is a priority use for water supply purposes, in accordance with Policy 5.519 (PDP 90-099; Lesley Gardens)." However, the February 11, 2010 letter from the City does not state that the property where the priority connections will be installed "is zoned for and designated as entitled to priority water service under the applicable local coastal plan" as required by Section 4 of the Application.

The District intends to coordinate with the City regarding this discrepancy between the requirements in the Application and the City's February 11, 2010 letter. Until this discrepancy is resolved to the satisfaction of the District, the District will not execute the Application and sell the priority water service connections to the Applicants. However, because the Applicants otherwise submitted a complete Application, including the full purchase price for the priority water service connections requested, the District will agree to sell to Applicants priority water service connections pursuant to the following terms and conditions:

- Number of Priority Water Service Connections: One 3/4-inch connection and one 2-inch connection (the equivalent of 9.5 5/8-inch priority connections).

- Property to be Served: Assessor's Parcel Number 056-210-340.
- Use of Water Service Connections: Low income senior housing project.
- Transmission and Storage Fees: \$10,455 for the one 3/4-inch connection, and \$55,760 for the one 2-inch connection. The District acknowledges receipt of \$66,215 for payment of these transmission and storage fees, the full amount due based on the transmission and storage fee in effect as of the date of this letter.
- Other Fees and Charges: Applicants must pay all other fees and charges applicable at the time the priority water service connections are installed at the rates in place when the connections are installed.
- Term: These terms and conditions for the sale and purchase of priority connections will remain in effect until (1) January 1, 2012; or (2) 30 days after the District provides written notice to Applicants that the discrepancy in the District's requirements and the City's February 11, 2010 letter have been resolved to the satisfaction of the District, whichever occurs first ("Expiration Date"). If the discrepancy between the requirements in the Application and the City's February 11, 2010 letter has not been resolved by January 1, 2012, the Applicants may extend the January 1, 2012 date in the Expiration Date to July 1, 2012 by providing the District with written notice prior to the Expiration Date.
- Refund of Transmission and Storage Fees: If the sale and purchase of the priority water service connections is not completed by the Expiration Date, the District will refund to Applicants the full \$66,215, without any interest, within 30 days from the Expiration Date. In addition, Applicants may withdraw the Application at any time by providing written notice to the District. If the Applicants withdraw the Application, the terms and conditions in this letter are automatically terminated and the District will refund the Applicants the full \$66,215, without any interest, within 30 days from the date the District receives the notice of withdrawal.
- Application: All the terms and conditions of the Priority Water Service Connection Purchase Agreement signed by Applicants and submitted to the District apply to the sale and purchase of these priority water service connections.

If the sale and purchase of the priority water service connections is not completed by the Expiration Date, then any future sale and purchase of water service connections to Applicants will be in accordance with the District regulations, including rates and charges, in effect at the time of purchase.

Please acknowledge Applicants' acceptance of the contents of this letter, including all terms and conditions for the sale and purchase of priority water service connections, by signing the enclosed copy of this letter in the space below and returning it to the District by 5:00 p.m. on April 15, 2010. If the District does not receive the copy of this letter with Applicants' original signatures by 5:00 p.m. on April 15, 2010, the agreements set forth in this letter will not be effective.

Please do not hesitate to contact me if you have any questions or want to discuss this letter.

Sincerely,



David R. Dickson
General Manager

* * * * *

Applicants hereby agree to the content of this letter, including the terms and conditions for the sale and purchase of priority water service connections.

**Senior Coastsiders, Inc.
Center**

Coastside Adult Day Health

By: 

Cara Schmaljohn
Executive Director

By: 

Janie Bono-James
Executive Director

Dated: 4/14/10

Dated: 4/14/10

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: September 13, 2011

Report
Date: September 7, 2011

Monthly Highlights

Denniston Water Treatment Improvement Project

The contractor is staging operations, which will be starting in September with excavation of the west sludge basin.

Lead and Copper Testing

Careful control of the system pH is resulting in less lead and copper corrosion evident in our system.

Backflow Program

We have completed the survey of Highway 92 services and are planning to clarify components of our present backflow resolution to be presented to the Board in the coming months.

Source of Supply

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

Systems Improvement

Beautification

- Weed and brush abatement in Pilarcitos Canyon, El Granada Tanks 1, 2 and 3 and Nunes WTP.
- Organizing bins and bench stock at the Nunes WTP workshop.
- 81 person-hours spend on weed abatement and cleaning.
- Prepared Denniston site for construction. Collected and cleaned up debris and secured all District tools and equipment.

Digitalized System Maps

We have obtained the storm drain data from the County and had them incorporated into our digital map software. We shall be incorporating storm drains for the City of HMB, static pressures and fire flows with upcoming upgrades. The software has been installed on our server for easy and quick access by staff.

Procedures Update

Treatment Staff are updating Standard Operating Procedure (SOP) manuals for the Nunes WTP to reflect the operational changes brought on from the new equipment and analyzers.

El Granada Pressure Stabilization

One of the 11 pressure reducing stations (PRVs) in El Granada had failed, causing a 15 psi pressure variation in the lower pressure zone. We isolated this station and the pressure remains stable throughout the lower zone. The station will be replaced this fiscal year.

Update on Other Activities:

Lead and Copper Testing

On August 15, the crew dropped off a sample bottle at the thirty six households that agreed to take part in the Lead and Copper Sampling Program for 2011. Of these, 35 provided a sample for analysis by leaving a bottle of water that was collected after sitting in the pipes for at least 6 hours. The results showed a significant improvement over the results taken in 2008. 90% of the copper samples were not detected above the 50 parts per billion (ppb) detectable limit for reporting (DLR). 97% (all but one) of the lead samples were less than the DLR of 5 ppb. A table comparing 90 percentile concentrations for the last three sample events is presented here

Year	Copper (90 percentile)	Lead (90 percentile)
2005	235ppb (45%)	11.2ppb (83%)
2008	149ppb (65%)	5.4ppb (85%)
2011	56ppb (90%)	<5ppb (97%)

The number in parenthesis represents the percentage of samples that were below the DLR.

Backflow Program

Staff completed the survey of services on Highway 92. Letters to install backflow devices were sent to all nurseries as well as all property housing horses or livestock and other operations as needed. Staff also convened a meeting to discuss possible changes to our backflow ordinance in order to clarify our regulation and to bring it into closer compliance with Title 17 of the California Safe Drinking Water Act.

Pescadero Water Emergency

On the morning of Tuesday, 23 August, I received a phone call from the office of San Mateo Supervisor Horsley seeking assistance with supplying water to Pescadero. Their well system had failed and their storage had been depleted. I made arrangements with SFPUC, garnering the required permission and setting up a water truck for delivery. Further discussion with the county engineer operating the system indicated that they had no way to get water from the truck into the storage tank. They had their system back in operation on the morning of Wednesday, 24 August.

Power Outage

On Friday, 2 September, the transformers failed supplying power to El Granada Tank 2 Pump Station. PG&E set up a temporary generator on site in the event that we needed to run the station before they could replace the transformers. The transformers were replaced on Saturday, 3 September.

Princeton Overlay

The county is in the process of paving Princeton Avenue and associated streets. Part of the process is for their contractor to raise our valve and meter boxes. We have an inspector monitoring their progress and inspecting their work when they bring the valve and meter boxes to grade.

Safety/Training/Inspections/Meetings

Meetings Attended

- 1 August - Half Moon Bay Tank 1 preconstruction meeting.
- 2 August - Met with Balance Hydrologics to discuss their work up to date.
- 3 August - Denniston Water Treatment Improvement Project kickoff meeting.
- 4 August - Coastside Interagency Meeting to discuss Main Street Bridge, backflow requirements, discharge permits, and storm drain locations.
- 4 August - Met with North Coast County Water District senior management and Cheryl Davis (workforce consultant) to discuss how we could lend mutual aid to each other as well as to share knowledge and experience in day to day operations of our respective Districts. These meetings will be on-going.
- 10 August - BAWSCA-WQ quarterly water quality meeting
- 23 August - O&M Staff meeting with field supervisors.

Safety Meetings and Training

There was no Safety Committee meeting in August.

CINTAS Safety Training in August was on electrical awareness and Lock Out/Tag Out. Duffy, Winch, Donovan, Twitchell, Davis, Damrosch and Bruce were in attendance.

Tailgate safety sessions in August

- Plan the Work and Work the Plan
- Lightning: The Underrated Killer
- Lifting Tips
- Job Hazard Analysis
- Handy Tips for Hand Safety

Treatment Operator Training

Logan Duffy continues to receive treatment operator training at the Nunes WTP under the guidance of Steve Twitchell and Sean Donovan. He will be taking his Water Treatment Operator Grade 2 exam in November.

Work Truck

Since the replacement of the work truck is still a few years out, we upgraded the rear suspension to keep it handling safely. The crews feel much better about the improvements.

Crane Inspections

The overhead cranes at Nunes WTP and Crystal Springs PS were inspected and certified in August. The inspection firm affixed end limiters on the rails. This is the first time on record that these cranes have been certified since they were installed. They are now scheduled to be inspected and certified safe annually.

Regulatory Agency Interaction

California Department of Public Health (DPH)

Sent in our Watershed Sanitary Survey for 2011. The next survey is due in 2016.

Department of Fish and Games

Received an email from F&G indicating that they have completed processing our dredging amendment but did not indicate what mitigation measures we must take. We expect the hard copy of the permit to arrive in the mail in September.

Projects

Tank Recoating Projects

Coating Specialists and Inspection Services (CSI) was the low bidder for the coating inspection of Half Moon Bay Tank 1 Repair and Recoating Project.

Paso Robles Tank will be sending in the submittals for this project this month. In our meeting of 1 August, we discussed staging, times, communication and their schedule. They expect to have the project complete by 1 January barring rain issues.

Denniston Dredging-year 3

We are making arrangements for standard intake dredging and tule removal to take place on the first week of October.

Pilarcitos Canyon Blending Station

The conduit from the blending station site to the nearest power pole was installed with pull boxes at the beginning of the month. The electrical contractor Del Porto pulled the wire and established the terminal boxes and a light pole. We will be installing the new pressure reducing valve this fall.

Denniston Water Treatment Improvement Project

Crews prepared the site for construction activities. They removed stored piping and secured our tools and equipment resident at the plant. Anderson Pacific Construction started staging at the plant site on 15 August with the delivery of 2 trailers, one for the contractors and one for our construction inspector and District staff. Staff attended a preconstruction meeting on the 17th and the condition of the

site was documented with photos. Power and communication was established at the trailers during the first week of September.

Avenue Cabrillo Project

Staff has been working with Jim Teter on the design of Phase I, II and III of this project. Future fire hydrant locations were reviewed with the Coastside Fire Protection District.

El Granada Pressure Reducing Valve (PRV) Project

Staff found one of the 11 PRVs not functional in August. It was not reducing the pressure adequately. We turned off the station and scheduled it to be replaced in spring 2012. We gave Andreini Brothers Construction notice to proceed on the PRV on El Granada Blvd, which must be replaced before we can proceed with the El Granada Tank 2 Repair and Recoating Project.

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resource Analyst
Agenda: September 13, 2011

Subject: Water Resources Report

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

- Social Media
- California Statewide Groundwater Elevation Monitoring
- Meetings

Social Media

In its efforts to use cost effective and responsive communication tools that customers find valuable, the District has added social media to its communications strategies. Specifically, the District is using Facebook and Twitter platforms to communicate messages to its customers.

The instant messaging capability of these platforms offers an opportunity to give customers a real-time connection with the District. The District plans on using social media for announcements, alerts, updates and reminders.

To follow us on Facebook and Twitter, go to the District's website (www.coastsidewater.org) and *Like Coastside County Water District on Facebook* and *Follow us on Twitter @CoastsideWater*.



California Statewide Groundwater Elevation Monitoring (CASGEM)

The District recently completed submitting the required documentation to comply with Senate Bill 6, also known as the California Statewide Groundwater Elevation Monitoring program, to the California Department of Water Resources (DWR). The submittals have been uploaded to DWR's database. The submittals include:

- ✓ Notification Documents
- ✓ Shapefile
- ✓ Monitoring Plan

Beginning this fall, the District will perform seasonal groundwater elevation monitoring of the Airport Subbasin and upload that data to DWR.

□ **Meetings**

8/15/2011 California Urban Water Conservation Council – G1 Voting Proposal Presentation

8/18/2011 California Urban Water Conservation Council – Group 1 Representation Committee

8/23/2011 California Special District Association – Communications Workshop

8/30/2011 Springbrook Version 7 Project Kick-Off Meeting