

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 8, 2013 - 7:00 p.m.

AGENDA

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

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

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

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

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

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

4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending September 30, 2013: Claims: \$1,204,000.54; Payroll: \$76,097.10; for a total of \$1,208,097.64 ([attachment](#))
 - *September 2013 Monthly Financial Claims reviewed by Director Hannegan*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of September 10, 2013 Regular Board of Directors Meeting ([attachment](#))
- D. Monthly Water Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report - September, 2013 ([attachment](#))
- H. September 2013 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for August 2013 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Quarterly Financial Review ([attachment](#))
- B. Capital Improvement Program Status Review ([attachment](#))
- C. Budget Increase for Denniston/San Vicente Environmental Impact Report Preparation ([attachment](#))
- D. Authorization for Stage 1 Water Shortage Advisory ([attachment](#))

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

- Changes in BAWSCA
- EBMUD-BAWSCA Pilot Water Transfer Program
- 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: 10/1/2013 - 10:46 AM



Check Number	Vendor No	Vendor Name		Check Date	Void Checks	Check Amount
19210	COA26	COASTSIDE COUNTY WATER	VOID	09/13/2013	1.00	0.00
19211	COA27	COASTSIDE COUNTY WATER	VOID	09/13/2013	1.00	0.00
19212	COA28	COASTSIDE COUNTY WATER	VOID	09/13/2013	1.00	0.00
19213	COA29	COASTSIDE COUNTY WATER	VOID	09/13/2013	1.00	0.00
19214	UNI09	UNION BANK, N.A.		09/06/2013	0.00	266,890.00
19215	UNI08	UNION BANK, N.A.		09/06/2013	0.00	343,866.60
19216	PAP01	PESTICIDES APPLICATORS PF		09/06/2013	0.00	80.00
19217	COM02	COMCAST		09/06/2013	0.00	137.57
19218	ALL04	ALLIED WASTE SERVICES #9:		09/13/2013	0.00	343.64
19219	ASS01	HEALTH BENEFITS ACWA-JPI		09/13/2013	0.00	22,214.00
19220	ATT02	AT&T		09/13/2013	0.00	1,778.22
19221	BRU02	JON BRUCE		09/13/2013	0.00	200.00
19222	BUR02	STEPHEN BURCH		09/13/2013	0.00	100.00
19223	DOL01	MALVIN DOLMATZ		09/13/2013	0.00	300.00
19224	GIE02	YUNG GIESER		09/13/2013	0.00	100.00
19225	HAS01	HASSETT HARDWARE		09/13/2013	0.00	759.15
19226	ICM01	VANTAGEPOINT TRANSFER /		09/13/2013	0.00	40.00
19227	JTS01	DANIEL SOTO		09/13/2013	0.00	7,000.00
19228	KAI01	KAISER FOUNDATION HEALT		09/13/2013	0.00	9,959.00
19229	LOM01	GLENNA LOMBARDI		09/13/2013	0.00	451.76
19230	MAR07	SAM/LAURA MARTIN		09/13/2013	0.00	100.00
19231	MAS01	MASS MUTUAL FINANCIAL G		09/13/2013	0.00	1,827.66
19232	OWE01	LINDA ANN OWEN		09/13/2013	0.00	196.00
19233	PAC01	PACIFIC GAS & ELECTRIC CO		09/13/2013	0.00	45,678.62
19234	PAC06	PACIFICA COMMUNITY TV		09/13/2013	0.00	250.00
19235	PUB01	PUB. EMP. RETIRE SYSTEM		09/13/2013	0.00	19,877.43
19236	SAN20	SAN FRANCISCO FIRE CREDI		09/13/2013	0.00	300.00
19237	VAL01	VALIC		09/13/2013	0.00	1,565.00
19238	COU05	RECORDER'S OFFICE		09/16/2013	0.00	18.00
19239	ADP01	ADP, INC.		09/26/2013	0.00	706.50
19240	ADV01	ADVANCED AUTOMATIC GA'		09/26/2013	0.00	388.79
19241	ADV02	FRANK YAMELLO		09/26/2013	0.00	235.00
19242	ANA01	ANALYTICAL ENVIRONMEN		09/26/2013	0.00	16,324.72
19243	AND01	ANDREINI BROS. INC.		09/26/2013	0.00	25,137.77
19244	AND10	ANDERSON PACIFIC ENGINE		09/26/2013	0.00	708.07
19245	ASS06	ACWA/JPIA		09/26/2013	0.00	48,494.00
19246	ATT03	AT&T LONG DISTANCE		09/26/2013	0.00	200.79
19247	AZE01	AZEVEDO FEED INC.		09/26/2013	0.00	70.08
19248	AZT01	AZTEC GARDENS, INC.		09/26/2013	0.00	190.00
19249	BAR01	BARTKIEWICZ, KRONICK & S		09/26/2013	0.00	3,101.20
19250	BAY10	BAY ALARM COMPANY		09/26/2013	0.00	346.95
19251	CAL08	CALCON SYSTEMS, INC.		09/26/2013	0.00	1,753.50
19252	CAL11	CALIFORNIA C.A.D. SOLUTIO		09/26/2013	0.00	6,000.00
19253	CAR02	CAROLYN STANFIELD		09/26/2013	0.00	485.00
19254	CAR08	REGISTER TAPES UNLIMITEE		09/26/2013	0.00	600.00

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
19255	COA19	COASTSIDE COUNTY WATER	09/26/2013	0.00	39.01
19256	CSG01	DATAPROSE, INC.	09/26/2013	0.00	2,294.96
19257	CUL01	CULLIGAN SANTA CLARA, C	09/26/2013	0.00	160.20
19258	CUR01	CURLEY & RED'S INC. BODY :	09/26/2013	0.00	807.43
19259	DON02	SEAN DONOVAN	09/26/2013	0.00	151.14
19260	EMP01	EMPLOYMENT DEV. DEPT.	09/26/2013	0.00	252.98
19261	FIR06	FIRST NATIONAL BANK	09/26/2013	0.00	841.14
19262	GOL04	GOLDEN STATE FLOW MEAS	09/26/2013	0.00	7,134.05
19263	GRA03	GRAINGER, INC.	09/26/2013	0.00	298.76
19264	HAC01	HACH CO., INC.	09/26/2013	0.00	2,248.53
19265	HAL01	HMB BLDG. & GARDEN INC.	09/26/2013	0.00	73.98
19266	HAL04	HALF MOON BAY REVIEW	09/26/2013	0.00	420.00
19267	HAL07	HALF MOON BAY POSTMAST	09/26/2013	0.00	200.00
19268	HAL24	H.M.B.AUTO PARTS	09/26/2013	0.00	52.30
19269	HAN01	HANSONBRIDGETT. LLP	09/26/2013	0.00	7,961.00
19270	ICM01	VANTAGEPOINT TRANSFER /	09/26/2013	0.00	40.00
19271	IRO01	IRON MOUNTAIN	09/26/2013	0.00	418.10
19272	IRV01	IRVINE CONSULTING SERVIC	09/26/2013	0.00	2,074.00
19273	IRV02	IRVINE CONSULTING SERVIC	09/26/2013	0.00	440.00
19274	JAM01	JAMES FORD, INC.	09/26/2013	0.00	54.56
19275	MAS01	MASS MUTUAL FINANCIAL G	09/26/2013	0.00	1,977.66
19276	MET06	METLIFE SBC	09/26/2013	0.00	1,331.38
19277	MIS01	MISSION UNIFORM SERVICES	09/26/2013	0.00	212.66
19278	MON07	MONTEREY COUNTY LAB	09/26/2013	0.00	3,601.00
19279	NOR03	NORTH AMERICAN FENCE &	09/26/2013	0.00	1,637.10
19280	OFF01	OFFICE DEPOT	09/26/2013	0.00	1,233.70
19281	OGR01	O'GRADY PAVING	09/26/2013	0.00	601.60
19282	ONT01	ONTRAC	09/26/2013	0.00	310.04
19283	PAC01	PACIFIC GAS & ELECTRIC CO	09/26/2013	0.00	21.03
19284	PAU01	PAULO'S AUTO CARE	09/26/2013	0.00	30.00
19285	PET03	PETERSON TRUCKS, INC	09/26/2013	0.00	1,081.24
19286	PIT04	PITNEY BOWES	09/26/2013	0.00	198.00
19287	PUB01	PUB. EMP. RETIRE SYSTEM	09/26/2013	0.00	19,755.69
19288	PVS01	PVS MINIBULK, INC	09/26/2013	0.00	5,451.58
19289	RED01	RED WING SHOES	09/26/2013	0.00	200.00
19290	RIC01	RICOH USA, INC.	09/26/2013	0.00	11.50
19291	RIC02	RICOH AMERICAS CORP	09/26/2013	0.00	823.94
19292	ROB01	ROBERTS & BRUNE CO.	09/26/2013	0.00	14,858.29
19293	ROG01	ROGUE WEB WORKS, LLC	09/26/2013	0.00	315.00
19294	SAN03	SAN FRANCISCO WATER DEP	09/26/2013	0.00	281,152.82
19295	SAN05	SAN MATEO CTY PUBLIC HE	09/26/2013	0.00	608.00
19296	SAN20	SAN FRANCISCO FIRE CREDI	09/26/2013	0.00	300.00
19297	SCH04	TODD SCHMIDT	09/26/2013	0.00	817.50
19298	SEW01	SEWER AUTH. MID- COASTSI	09/26/2013	0.00	570.00
19299	STR02	STRAWFLOWER ELECTRONIC	09/26/2013	0.00	65.59
19300	TEA02	TEAMSTERS LOCAL UNION #	09/26/2013	0.00	743.00
19301	TET01	JAMES TETER	09/26/2013	0.00	5,422.78
19302	UB*01175	MICHAEL & SHERYL NOUAU.	09/26/2013	0.00	274.93
19303	UB*01176	GERRY BASSERMANN	09/26/2013	0.00	50.00
19304	UB*01177	TIM/LISA PETROCCHI	09/26/2013	0.00	47.54
19305	UB*01178	SHANE/CATHERINE LONG-SC	09/26/2013	0.00	52.55
19306	UB*01179	KIRSTEN BAY	09/26/2013	0.00	42.90
19307	UB*01180	TIM/DAWN HARRIS	09/26/2013	0.00	51.32
19308	UB*01181	MICHAEL ARTUKOVICH	09/26/2013	0.00	30.09
19309	UB*01182	DANIEL KELSAY	09/26/2013	0.00	22.87

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
19310	UB*01183	PATRICIA McCOY	09/26/2013	0.00	78.68
19311	UB*01184	STACY CRAFT	09/26/2013	0.00	68.25
19312	UB*01185	GRANITE RANCH OPPORTUN	09/26/2013	0.00	51.19
19313	UB*01186	ALEXANDRIA ROSS	09/26/2013	0.00	75.00
19314	UPS01	UPS STORE	09/26/2013	0.00	170.03
19315	VAL01	VALIC	09/26/2013	0.00	1,565.00
19316	VER02	VERIZON WIRELESS	09/26/2013	0.00	334.49
19317	ZEM01	ZEMARC CORPORATION	09/26/2013	0.00	140.26
19318	BFI02	BFI OF CALIFORNIA, INC.	09/27/2013	0.00	584.17
19319	CHE01	CHEVRON/TEXACO UNIVERS	09/27/2013	0.00	2,155.44
19320	COM02	COMCAST	09/27/2013	0.00	137.57

Report Total:

4.00 1,204,000.54

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Sep-13

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	842,143.66	792,316.00	49,827.66	6.3%	2,550,990.49	2,529,942.00	21,048.49	0.8%
TOTAL OPERATING REVENUE		842,143.66	792,316.00	49,827.66	6.3%	2,550,990.49	2,529,942.00	21,048.49	0.8%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	1,477.46	2,083.33	(605.87)	-29.1%	8,328.38	6,250.03	2,078.35	33.3%
1-0-4180-00	Late Notice -10% Penalty	14,108.92	5,833.33	8,275.59	141.9%	28,021.81	17,500.03	10,521.78	60.1%
1-0-4230-00	Service Connections	450.00	666.66	(216.66)	-32.5%	2,251.24	2,000.06	251.18	12.6%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	0.0%	604.07	761.25	(157.18)	-20.6%
1-0-4930-00	Tax Apportionments/Cnty Checks	0.00	0.00	0.00	0.0%	13,325.02	15,000.00	(1,674.98)	-11.2%
1-0-4950-00	Miscellaneous Income	12,673.52	3,083.33	9,590.19	311.0%	14,229.64	9,250.03	4,979.61	53.8%
1-0-4955-00	Cell Site Lease Income	11,181.04	10,121.00	1,060.04	10.5%	33,451.92	30,363.00	3,088.92	10.2%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		39,890.94	21,787.65	18,103.29	83.1%	100,212.08	81,124.40	19,087.68	23.5%
TOTAL REVENUES		882,034.60	814,103.65	67,930.95	8.3%	2,651,202.57	2,611,066.40	40,136.17	1.5%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	281,152.82	207,602.00	(73,550.82)	-35.4%	630,012.52	623,281.00	(6,731.52)	-1.1%
1-1-5230-00	Pump Exp, Nunes T P	2,434.91	2,257.00	(177.91)	-7.9%	4,997.44	7,075.00	2,077.56	29.4%
1-1-5231-00	Pump Exp, CSP Pump Station	40,514.51	36,432.00	(4,082.51)	-11.2%	83,511.12	88,102.00	4,590.88	5.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,229.77	1,285.00	55.23	4.3%	2,622.59	4,025.00	1,402.41	34.8%
1-1-5233-00	Pump Exp, Pilarcitos Can.	245.27	150.00	(95.27)	-63.5%	526.98	450.00	(76.98)	-17.1%
1-1-5234-00	Pump Exp. Denniston Proj.	555.21	1,000.00	444.79	44.5%	5,251.15	10,185.00	4,933.85	48.4%
1-1-5235-00	Denniston T.P. Operations	316.31	0.00	(316.31)	100.0%	3,071.04	1,619.00	(1,452.04)	-89.7%
1-1-5236-00	Denniston T.P. Maintenance	0.00	3,167.00	3,167.00	100.0%	8,352.70	9,497.00	1,144.30	12.0%
1-1-5240-00	Nunes T P Operations	6,175.24	8,511.00	2,335.76	27.4%	15,050.70	25,556.00	10,505.30	41.1%
1-1-5241-00	Nunes T P Maintenance	775.66	3,750.00	2,974.34	79.3%	3,283.40	11,250.00	7,966.60	70.8%
1-1-5242-00	CSP Pump Station Operations	747.90	708.00	(39.90)	-5.6%	1,889.22	2,128.00	238.78	11.2%
1-1-5243-00	CSP Pump Station Maintenance	0.00	3,333.00	3,333.00	100.0%	2,390.93	10,003.00	7,612.07	76.1%
1-1-5250-00	Laboratory Services	6,767.57	2,500.00	(4,267.57)	-170.7%	9,917.85	12,500.00	2,582.15	20.7%
1-1-5318-00	Studies/Surveys/Consulting	817.50	6,250.00	5,432.50	86.9%	37.50	18,750.00	18,712.50	99.8%
1-1-5321-00	Water Conservation	1,396.00	4,833.00	3,437.00	71.1%	3,368.24	14,503.00	11,134.76	76.8%
1-1-5322-00	Community Outreach	297.86	2,641.66	2,343.80	88.7%	2,307.55	7,925.06	5,617.51	70.9%
1-1-5411-00	Salaries & Wages -Field	76,288.22	72,802.46	(3,485.76)	-4.8%	254,448.55	254,808.62	360.07	0.1%
1-1-5412-00	Maintenance -General	18,527.18	14,042.00	(4,485.18)	-31.9%	41,122.39	42,122.00	999.61	2.4%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	4,553.75	4,221.00	(332.75)	-7.9%	10,618.61	12,661.00	2,042.39	16.1%
1-1-5415-00	Maintenance -Well Fields	0.00	833.00	833.00	100.0%	0.00	2,503.00	2,503.00	100.0%
1-1-5610-00	Salaries/Wages-Administration	51,364.37	52,241.00	876.63	1.7%	172,552.74	182,843.50	10,290.76	5.6%
1-1-5620-00	Office Supplies & Expense	8,100.44	11,885.41	3,784.97	31.8%	25,679.64	35,656.31	9,976.67	28.0%
1-1-5621-00	Computer Services	3,189.09	6,655.00	3,465.91	52.1%	13,413.53	19,965.00	6,551.47	32.8%
1-1-5625-00	Meetings / Training / Seminars	1,510.76	1,666.66	155.90	9.4%	2,840.09	5,000.06	2,159.97	43.2%
1-1-5630-00	Insurance	5,652.24	6,250.00	597.76	9.6%	13,128.15	28,750.00	15,621.85	54.3%
1-1-5635-00	EE/Ret. Medical Insurance	30,965.89	34,173.08	3,207.19	9.4%	92,647.11	102,519.28	9,872.17	9.6%
1-1-5640-00	Employees Retirement Plan	37,377.41	36,934.00	(443.41)	-1.2%	109,416.43	129,269.00	19,852.57	15.4%
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	7,485.00	5,000.00	(2,485.00)	-49.7%	11,772.00	15,000.00	3,228.00	21.5%
1-1-5682-00	Engineering	480.00	1,166.66	686.66	58.9%	720.00	3,500.06	2,780.06	79.4%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	0.00	5,000.00	5,000.00	0.0%
1-1-5684-00	Payroll Tax Expense	9,072.03	8,968.46	(103.57)	-1.2%	30,628.79	31,389.62	760.83	2.4%
1-1-5687-00	Membership, Dues, Subscript.	200.94	5,684.16	5,483.22	96.5%	6,675.07	17,052.56	10,377.49	60.9%
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	1,500.00	1,500.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	1,391.66	1,391.66	0.0%	1,220.00	4,175.06	2,955.06	0.0%
1-1-5705-00	State Fees	0.00	1,166.66	1,166.66	0.0%	0.00	3,500.06	3,500.06	0.0%
TOTAL OPERATING EXPENSES		598,193.85	550,000.87	(48,192.98)	-8.8%	1,563,474.03	1,744,064.19	180,590.16	10.4%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	266,890.00	266,890.00	0.00	0.0%	266,890.00	266,890.00	0.00	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	343,866.60	343,867.00	0.40	0.0%	343,866.60	343,867.00	0.40	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	263,045.52	263,046.00	0.48	0.0%
TOTAL CAPITAL ACCOUNTS		610,756.60	610,757.00	(0.40)	0.0%	873,802.12	873,803.00	0.88	0.0%
TOTAL EXPENSES		1,208,950.45	1,160,757.87	(48,192.58)	-4.2%	2,437,276.15	2,617,867.19	180,591.04	6.9%
NET INCOME				(326,915.85)		213,926.42			

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2013-2014**

9/30/2013

		Approved CIP Budget FY13/14	Actual To Date FY 13/14	Projected Year-End FY 13/14	Projected vs. Budget Variance	% Completed	Project Status/ Comments
EQUIPMENT PURCHASE & REPLACEMENT							
06-03	SCADA / Telemetry / Electrical Controls	\$ 250,000		\$ 250,000	\$ -	0%	Working with Calcon to develop first phase
99-03	Computer System	\$ 5,000		\$ 5,000	\$ -	0%	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	0%	

FACILITIES & MAINTENANCE

08-08	PRV Valves Replacement Program	\$ 30,000	\$ 11,039	\$ 30,000	\$ -	37%	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 9,996	\$ 20,000	\$ -	50%	
09-23	District Digital Mapping	\$ 50,000	\$ 9,938	\$ 50,000	\$ -	20%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000	\$ 7,134	\$ 30,000	\$ -	0%	
14-12	Harbor District Vault & Meter Replacement	\$ 70,000		\$ 70,000	\$ -	0%	
14-15	Replace Administration Building Roof	\$ 30,000		\$ 30,000	\$ -	0%	
99-01	Meter Change Program	\$ 20,000		\$ 20,000	\$ -	0%	

PIPELINE PROJECTS

06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement	\$ 246,000	5,114	\$ 340,000	\$ (94,000)	2%	Award to Andreini, Notice to Proceed 9/26/13
10-02	Bridgeport Drive Pipeline Replacement Project	\$ 110,000	8,477	\$ 110,000	\$ -	8%	K/J working on hydraulic model for design input
12-03	Crystal Springs Pipeline Air/Vacuum Valves	\$ 20,000		\$ 20,000	\$ -	0%	
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave	\$ 25,000		\$ 25,000	\$ -	0%	J Teter will design

PUMP STATIONS / TANKS / WELLS

06-04	Hazen's Tank Replacement	\$ 400,000		\$ 400,000	\$ -	0%	J Teter to design replacement
08-14	Alves Tank Recoating, Interior & Exterior	\$ 400,000		\$ -	\$ 400,000	0%	Will not be completed in FY14
08-17	EI Granada Tank #2 Recoating & Ladder	\$ 300,000	\$ 5,154	\$ 550,000	\$ (250,000)	2%	Contract awarded, work initiated
11-03	Miramar Tank Altitude Valve Replacement	\$ 30,000	\$ 14,979	\$ 30,000	\$ -	50%	
12-06	CSPS Surge Tank Control Improvements	\$ 80,000		\$ 80,000	\$ -	0%	Project in Calcon schedule
12-09	EI Granada Tank # 2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	0%	
12-11	Miramar Tank Fence Replacement	\$ 25,000		\$ 25,000	\$ -	0%	
13-08	Crystal Springs Spare 350 HP Pump and Motor	\$ 50,000		\$ 50,000	\$ -	0%	
14-17	Crystal Springs Pump Station Electrical Controls Upgrades	\$ 50,000		\$ 50,000	\$ -	0%	
14-23	Alves Tank Generator Enclosure	\$ 15,000		\$ 15,000	\$ -	0%	

WATER SUPPLY DEVELOPMENT

12-12	San Vicente Diversion and Pipeline	\$ 300,000	\$ 26,407	\$ 300,000	\$ -	9%	K/J has submitted preliminary hydraulic evaluation
13-12	CCWD-MWSD Emergency Intertie - Planning	\$ 25,000		\$ 25,000	\$ -	0%	On hold pending further discussion with MWSD
14-24	Denniston/San Vicente EIR & Permitting	\$ 100,000	\$ 30,759	\$ 100,000	\$ -	31%	Working with AES to complete draft EIR
14-25	Water Shortage Plan Development	\$ 50,000		\$ 50,000	\$ -	0%	

WATER TREATMENT PLANTS

12-04	Denniston Treated Water Booster Station	\$ 600,000		\$ 100,000	\$ 500,000	0%	Need hydraulic model before going to final design
12-05	Nunes Access Road Repaving	\$ 100,000		\$ 100,000	\$ -	0%	
12-14	Nunes - Hydro pneumatic Systems Improvement	\$ 40,000		\$ 40,000	\$ -	0%	Project in Calcon schedule
14-02	Nunes - Replace Sludge Pond Media	\$ 25,000		\$ 25,000	\$ -	0%	
14-04	Denniston - Dust Control	\$ 10,000		\$ 10,000	\$ -	0%	
14-07	Nunes - New Surface Scatter 7 Turbidimeter	\$ 7,000		\$ 7,000	\$ -	0%	Project in Calcon schedule
14-08	Nunes - New Storage Container	\$ 7,000		\$ 7,000	\$ -	0%	
14-10	Nunes - Emergency Power Switchgear	\$ 30,000		\$ 30,000	\$ -	0%	
99-05	Denniston Maintenance Dredging	\$ 60,000	\$ 700	\$ 60,000	\$ -	1%	Work to be completed before 10/15/13

FY 13/14 TOTALS \$ 3,638,000 \$ 129,697 \$ 3,082,000 \$ 556,000

**COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2013-2014**

9/30/2013

Approved CIP Budget FY13/14	Actual To Date FY 13/14	Projected Year-End FY 13/14	Projected vs. Budget Variance	% Completed	Project Status/ Comments
-----------------------------	-------------------------	-----------------------------	-------------------------------	-------------	--------------------------

Previous CIP Projects - paid in FY 13/14

Cahill Tank Repairs	\$	5,860			
Avenue Portola Pipeline Replacement	\$	114,019			
Denniston WTP Improvement Project	\$	292			
Nunes - Replace Washwater Return Pump #2	\$	124			
Denniston Water Supply Development	\$	5,682			
Server Upgrade (labor)	\$	6,300			
Hazen's Tank Fence (completed in FY 11/12) - Retention	\$	1,637			

PREVIOUS YEAR TOTALS \$ - \$ 133,913 \$ - \$ -

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 13/14

San Benito Pipeline Replacement Project	\$	5,867			

NON-BUDGETED TOTALS \$ - \$ 5,867 \$ - \$ -

CIP TOTALS \$ 3,638,000 \$ 269,477 \$ 3,082,000

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
September 30, 2013**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$1,974,208.06
RATE STABILIZATION RESERVE	\$250,000.00
TOTAL DISTRICT RESERVES	\$2,224,208.06

ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$585,618.32
CSP T & S ACCOUNT	\$621,604.42
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,016,355.32
DISTRICT CASH ON HAND	\$630.00
TOTAL ACCOUNT BALANCES	\$2,224,208.06

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

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Transfer Program	CIP	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
--------------	---	---------------------------------------	-----------------------------	------------	------------------	-----------------	--	--------------

Oct-12	1,304		328	2,862				4,493
Nov-12	1,709	2,675		928			410	5,722
Dec-12	2,457	710		382				3,549
Jan-13	901						519	1,420
Feb-13	3,195			55			491	3,741
Mar-13	6,782	364					56	7,202
Apr-13	1,981	420					2,100	4,501
May-13	5,493			527				6,020
Jun-13	3,503		252					3,755
Jul-13	4,199			924				5,123
Aug-13	4,287		616	56				4,959
Sep-13	7,485						476	7,961

TOTAL	43,295	4,169	1,196	5,734	0	0	4,052	58,445
--------------	---------------	--------------	--------------	--------------	----------	----------	--------------	---------------

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

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Oct-12	649	5,762	3,033	9,444	3,033
Nov-12	480	4,627	3,141	8,247	3,141
Dec-12	360	8,362	23	8,744	23
Jan-13	480	11,243		11,723	
Feb-13	502	8,604	187	9,292	187
Mar-13	360	5,671	169	6,200	169
Apr-13	903	3,987	646	5,535	646
May-13	480	1,604	3,557	5,640	5,640
Jun-13	949	2,518	8,994	12,461	8,994
Jul-13	583	10,150	45	10,779	45
Aug-13	240	1,014	169	1,423	169
Sep-13	480	3,929	1,014	5,423	1,014
TOTAL	6,465	67,471	20,976	94,912	23,061

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, September 10, 2013

- 1) **ROLL CALL:** President Ken Coverdell called the meeting to order at 7:00 p.m. Present at roll call: Directors Chris Mickelsen, Bob Feldman and Vice-President Glenn Reynolds. Director Bryan Hannegan was absent.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT:** There were no public comments.

- 4) **CONTINUANCE OF PUBLIC HEARING**

Coastside County Water District Ordinance 2013-01 - Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross Connections

Public Hearing - Mr. Miyaki reminded the Board that this is a continuation of the public hearing, opened initially by President Coverdell at 7:29 p.m. at the August 13, 2013 CCWD Board meeting, in order to allow members of the public to continue to present questions, comments, and concerns about the proposed update to the District's Backflow and Cross Connection Program.

Mr. Dickson stated that a very productive discussion of the proposed modifications to the District's General Regulations pertaining to backflow and cross connection control had transpired at the August 13, 2013 Public Hearing and that staff had worked to address the questions and concerns presented by both the Board and members of the public at that meeting. He proceeded to

review his staff report, which addressed questions raised on August 13 and outlined proposed revisions to the draft ordinance.

Following the presentation, staff reported, for the record, that there had been no additional public comments, written or verbal, received by the District during the open public hearing period. President Coverdell closed the public hearing at 7:14 p.m.

Board discussion ensued, with each of the Directors sharing their comments about the proposed revisions to the District's backflow and cross connection prevention program, and expressing their appreciation to staff for their extensive and comprehensive work in the development of this vital District program.

ON MOTION BY Vice-President Reynolds and seconded by Director Feldman, the Board voted as follows, by roll call vote, to approve Ordinance 2013-01 Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross Connections:

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

5) CONSENT CALENDAR

- A.** Approval of disbursements for the month ending August 31, 2013:
Claims: \$686,787.33; Payroll: \$105,957.76; for a total of \$792,745.09
➤ *August 2013 Monthly Financial Claims reviewed by President Coverdell*
- B.** Acceptance of Financial Reports
- C.** Approval of Minutes of August 13, 2013 Regular Board of Directors Meeting
- D.** Installed Water Connection Capacity and Water Meters Report
- E.** Total CCWD Production Report
- F.** CCWD Monthly Sales by Category Report - August, 2013
- G.** August 2013 Leak Report
- H.** Rainfall Reports
- I.** Notice of Completion - Avenue Portola Pipeline Replacement Project
- J.** Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year 2012-2013

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

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

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

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

Vice-President Reynolds reported on the workshop he recently attended in Sacramento, put on by the State Regional Water Quality Control Board, partnering with the Department of Public Health, on the topic of nitrate contamination in drinking water.

7) GENERAL BUSINESS

A. Award of Contract - Phase 2 Avenue Cabrillo Pipeline Replacement Project

Mr. Dickson explained the phases of this project, referencing the diagram which illustrated the areas encompassed in the three phases and recommended awarding the contract for phase 2 of this project to the lowest bidder, Andreini Brothers, Inc.

ON MOTION BY Director Mickelsen and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to authorize the General Manager to enter into a contractual agreement with Andreini Bros., Inc. to replace 1,890 linear feet of 6-inch diameter ductile iron water pipeline, 3 fire hydrants, 20 customer water service connections, and asphalt repaving of the trenches for the sum of \$332,855:

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

8) GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson provided an update to the Board on the effects of the Rim Fire on the San Francisco Public Utilities Commission's (SFPUC) water supply, advising that SFPUC staff has performed an excellent job in keeping the Bay Area Water Supply and Conservation Agency (BAWSCA) and the wholesale customers informed of the impacts of the fire and of their plans to address any potential effects on the Hetch Hetchy water supply. He also provided a report to the Board on a recent leak on Highway 92, and commended District staff, especially Joe Guistino and Jon Bruce, for the excellent job in handling the challenging and complicated repairs necessary to restore the pipeline. He also advised that staff will develop contingency plans to improve the District's response to any additional leaks which may occur and will be evaluating options for accelerating replacement of this pipeline.

A. Operations Report

Mr. Dickson informed the Board that Mr. Guistino was not available to attend the Board meeting, but that he would be happy to answer any of the Board's questions.

B. Water Resources Report

Ms. Brennan summarized the District's participation in the high efficiency clothes washer rebate program, which is partnered with BAWSCA and Pacific Gas & Electric (PG&E). She also answered questions from the Board regarding the outlook for anticipated rainfall conditions for the current water year.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

Director Feldman requested that staff provide an update at a future Board meeting on the progress of the San Vicente project in terms of perfecting the water rights, the status of the environmental impact report, and related matters.

President Coverdell adjourned the meeting at 7:51 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, September 10, 2013.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Ken Coverdell, President
Board of Directors

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 8, 2013

Report

Date: September 16, 2013

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 August 2013, an application to transfer one---5/8" (20 gpm) non-priority water service connection was approved. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Glenna Lombardi.

WATER TRANSFERS APPROVED FOR THE 2013 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# of CONNECTIONS	DATE
047-152-010	047-112-070	Hugh Doherty, Jr. to Same Party	1--5/8" (20 gpm)	Sep-13

Memorandum

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: September 11, 2013
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Hugh Doherty, Jr. to Same Party**

Glenna, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Hugh Doherty, Jr. (APN 047-152-010) to property owned by the Same Party (APN 047-112-070).

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

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

PTM:slh

cc: David Dickson

September 16, 2013

Hugh Doherty, Jr.
P.O. Box 264
El Granada, CA 94018

RE: Request to Transfer a Water Service Connection

Dear Mr. Doherty:

This letter is confirming 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 **047-152-010** continues to have the remaining right to one---5/8” (20 gpm) non-priority water service connection assigned to it from the Coastside County Water District; and
- APN **047-112-070** now has one---5/8” (20 gpm) non-priority water service connection assigned to it from the Crystal Springs Project.

Please be advised that the City council of the City of Half Moon Bay has taken the position that the transfer of a water service connection meets the definition of “development” so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with the 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

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2014

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.00	0.00	75.61	75.61	0.40	75.21
AUG	0.00	0.00	0.00	0.00	84.56	84.56	-0.18	84.74
SEPT	0.00	0.00	0.00	0.00	66.04	66.04	0.21	65.83
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	0.00	0.00	0.00	226.21	226.21	0.43	225.78
% MONTHLY TOTAL	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	0.32%	99.68%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	0.19%	99.8%

th Running Treated Total **729.21**

DUCTION (MG) ALL SOURCES- FY 2013

	PILARCITOS WELLS	PILARCITOS 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	83.09	-0.13	83.22
AUG	0.00	18.98	0.00	0.00	42.67	79.21	1.13	78.08
SEPT	0.00	0.00	0.00	0.00	57.31	75.57	-0.04	75.61
OCT	0.00	0.00	0.00	0.00	48.48	66.51	0.21	66.30
NOV	3.74	0.00	0.00	0.00	46.21	49.95	0.41	49.54
DEC	4.6	15.25	0.00	0.00	13.35	41.06	0.08	40.98
JAN	7.64	30.77	0.00	2.00	0.10	40.511	0.17	40.34
FEB	13	23.31	0.00	1.73	7.59	45.63	0.92	44.71
MAR	13.43	23.52	0.00	8.08	3.35	48.38	0.17	48.21
APR	0.00	2.57	0.00	12.99	46.99	62.55	0.48	62.06
MAY	0.00	0.00	0.50	7.51	75.27	83.28	1.01	82.27
JUN	0	0.00	0.17	7.25	62.13	69.55	0.52	69.03
	42.41	135.03	0.67	39.56	447.70	745.29	4.95	740.34
TOTAL	42.41	135.03	0.67	39.56	447.70	745.29	4.95	740.34
% TOTAL	5.7%	18.1%	0.1%	5.3%	60.1%	89.3%	0.66%	99.3%

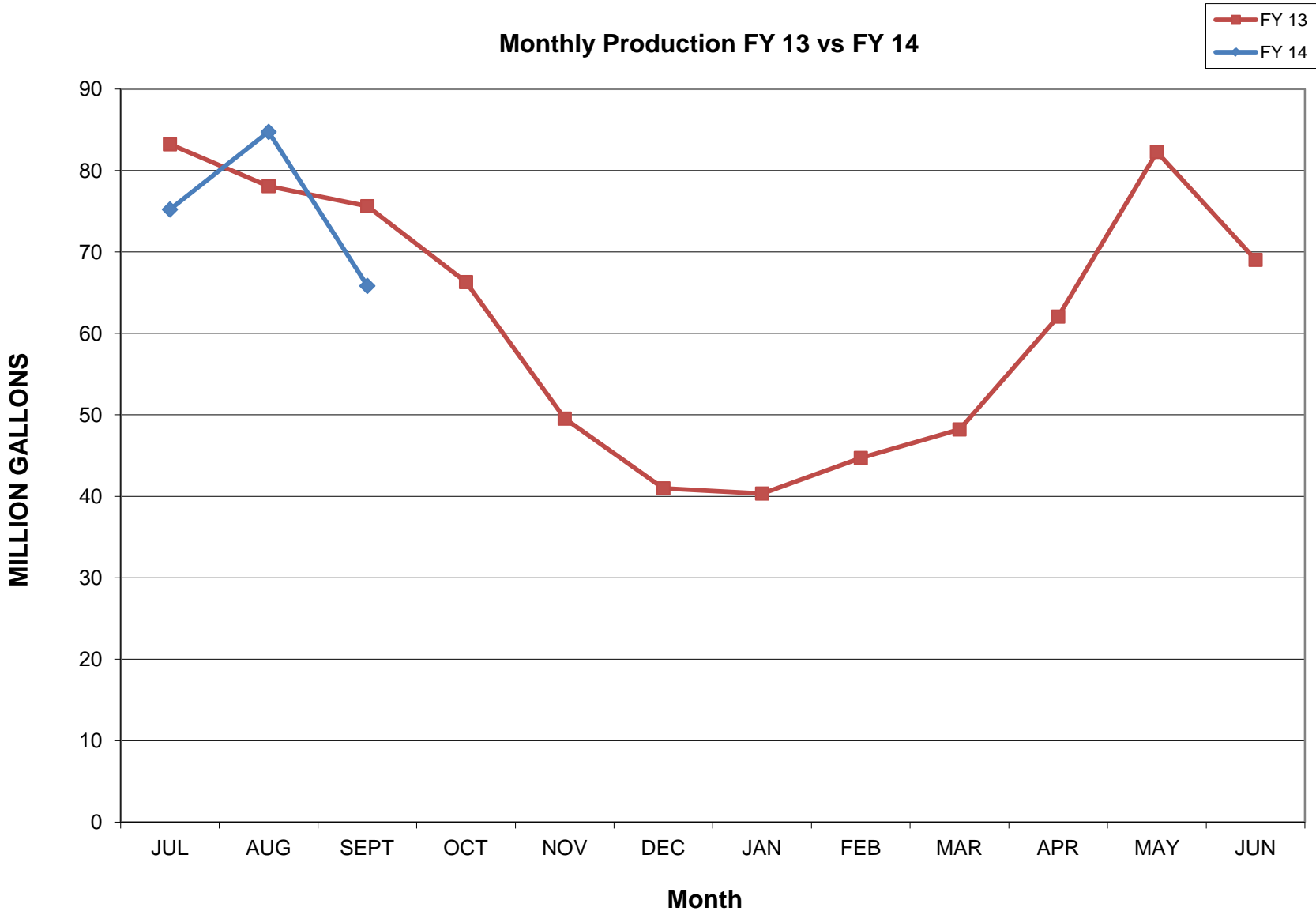
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 14

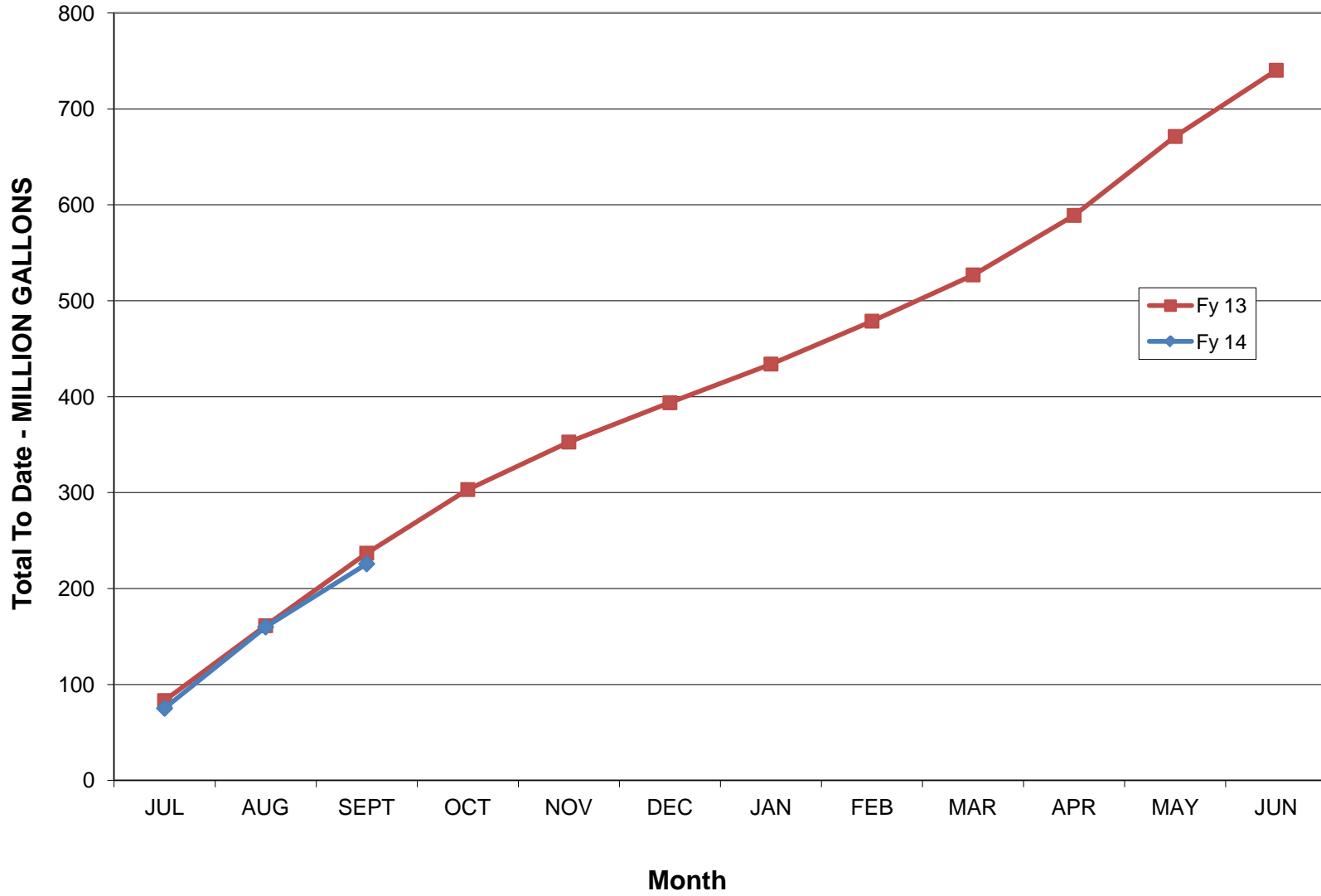
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-13	0.00	5.34	5.34	0.00	2.66	2.66	0.00	0.00	0.00	0.00	38.09	38.09	75.61	11.64	-63.97	75.61	49.73
Aug-13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42.79	42.79	84.56	29.36	-55.20	84.56	72.15
Sep-13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31.95	31.95	66.04	28.91	-37.13	66.04	60.86
Oct-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	73.06
Nov-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	32.54
Dec-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	22.56
Jan-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	12.12
Feb-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	17.20
Mar-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	9.34
Apr-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	31.48
May-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	40.17
Jun-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	63.85
MG Totals	0.00	5.34	5.34	0.00	2.66	2.66	0.00	0.00	0.00	0.00	112.83	112.83	226.21	69.91	-156.30	226.21	485.06

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	0.00	8.00	226.21	182.74	226.21	190.74	-35.47
% Total	0.00%	4.19%	100.00%	95.81%	118.60%		

Monthly Production FY 13 vs FY 14



Cumulative Production FY 13 vs.FY14



Plant Water Use*			Unmetered Water						2013		MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	0.202	0.000	0.202	0.088	0.052	0.072	0.002	0.003	-0.248	0.574		
FEB	0.077	0.000	0.077	0.616	0.015	0.027	0.002	0.000	0.033	0.924		
MAR	0.000	0.000	0.000	0.022	0.052	0.032	0.002	0.000	0.063	0.171		
APR	0.086	0.000	0.086	0.023	0.010	0.002	0.002	0.000	0.445	0.740		
MAY	0.105	0.000	0.105	0.000	0.056	0.007	0.002	0.007	0.622	1.008		
JUN	0.281	0.000	0.281	0.065	0.008	0.067	0.001	0.007	-0.467	0.524		
JUL	0.000	0.000	0.000	0.012	0.041	0.110	0.002	0.000	0.234	0.399		
AUG	0.000	0.000	0.000	0.050	0.010	0.746	0.002	0.017	-1.000	-0.175		
SEP	0.000	0.000	0.000	0.035	0.037	0.224	0.002	0.000	-0.089	0.209		
OCT	0.000		0.000							0.000		
NOV	0.000		0.000							0.000		
DEC	0.000		0.000							0.000		
TOTAL	0.75	0.00	0.75	0.91	0.28	1.29	0.02	0.03	-0.41	4.37		

**Coastside County Water District Monthly Sales By Category (MG)
FY 2014**

	JUL		AUG		SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUN		MG to Date
RESIDENTIAL	25.647	41%	50.366	61%	28.506	40%																			104.52
COMMERCIAL	4.965	8%	1.888	2%	6.124	9%																			12.98
RESTAURANT	3.056	5%	0.224	0%	3.299	5%																			6.58
HOTELS/MOTELS	3.712	6%	2.409	3%	4.561	6%																			10.68
SCHOOLS	1.058	2%	1.513	2%	1.964	3%																			4.53
MULTI DWELL	3.091	5%	3.256	4%	3.406	5%																			9.75
BEACHES/PARKS	1.275	2%	0.075	0%	1.527	2%																			2.88
AGRICULTURE	6.742	11%	9.504	11%	5.843	8%																			22.09
RECREATIONAL	0.052	0%	0.206	0%	0.066	0%																			0.32
MARINE	1.318	2%	0.000	0%	1.546	2%																			2.86
IRRIGATION	11.637	19%	13.418	16%	15.035	21%																			40.09
Portable Meters	0.000	0%	0.379	0%	0.000	0%																			0.38
TOTAL - MG	62.55		83.24		71.88		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		217.67

Non Residential Usage	36.906	32.873	43.371	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	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 Total			685.75																						
12 mo Ave Residential	31.54	31.63	31.80																						
12 mo Ave Non Residential	24.42	25.00	25.34																						
Total	55.96	56.63																							#VALUE!

FY 2013

	JUL		AUG		SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUN		MG to Date
RESIDENTIAL	27.258	44%	49.337	66%	26.440	40%	47.479	67%	22.875	53%	30.920	70%	17.464	47%	33.048	70%	18.619	45%	34.940	65%	24.142	43%	47.609	64%	380.13
COMMERCIAL	6.155	10%	1.520	2%	5.183	8%	1.699	2%	4.636	11%	1.450	3%	3.981	11%	1.423	3%	3.830	9%	1.567	3%	5.178	9%	1.627	2%	38.25
RESTAURANT	3.000	5%	0.223	0%	2.903	4%	0.236	0%	2.533	6%	0.154	0%	2.622	7%	0.179	0%	2.413	6%	0.197	0%	2.967	5%	0.194	0%	17.62
HOTELS/MOTELS	4.223	7%	1.737	2%	3.863	6%	1.964	3%	2.966	7%	1.451	3%	2.764	7%	1.733	4%	2.130	5%	1.933	4%	3.309	6%	1.769	2%	29.84
SCHOOLS	2.768	4%	1.976	3%	3.189	5%	1.064	1%	0.383	1%	0.266	1%	0.171	0%	0.523	1%	0.378	1%	0.565	1%	0.945	2%	1.305	2%	13.53
MULTI DWELL	3.424	5%	2.725	4%	3.155	5%	2.895	4%	2.548	6%	2.385	5%	2.759	7%	2.697	6%	2.311	6%	2.828	5%	2.693	5%	2.839	4%	33.26
BEACHES/PARKS	0.865	1%	0.053	0%	0.931	1%	0.053	0%	0.777	2%	0.011	0%	0.331	1%	0.008	0%	0.430	1%	0.019	0%	0.908	2%	0.058	0%	4.45
AGRICULTURE	7.336	12%	4.445	6%	5.284	8%	5.269	7%	3.644	8%	6.045	14%	6.102	16%	6.375	14%	6.076	15%	6.800	13%	7.370	13%	6.048	8%	70.79
RECREATIONAL	0.064	0%	0.198	0%	0.055	0%	0.197	0%	0.027	0%	0.136	0%	0.033	0%	0.142	0%	0.025	0%	0.133	0%	0.037	0%	0.168	0%	1.22
MARINE	1.236	2%	0.000	0%	1.266	2%	0.000	0%	1.321	3%	0.000	0%	1.141	3%	0.000	0%	0.819	2%	0.000	0%	1.020	2%	0.001	0%	6.80
IRRIGATION	15.892	25%	12.567	17%	13.331	20%	9.844	14%	1.320	3%	1.361	3%	0.127	0%	0.619	1%	4.498	11%	4.643	9%	7.434	13%	11.973	16%	83.61
Portable Meters	0.000	0%	0.432	1%	0.102	0%	0.304	0%	0.000	0%	0.200	0%	0.000	0%	0.166	0%	0.000	0%	0.131	0%	0.000	0%	0.381	1%	1.72
TOTAL - MG	72.22		75.21		65.70		71.00		43.03		44.38		37.49		46.91		41.53		53.76		56.00		73.97		681.22

Non Residential Usage	44.963	25.876	39.262	23.523	20.156	13.459	20.031	13.866	22.912	18.817	31.861	26.363	
Running 12 Month Total												681.22	
12 mo Ave Residential	2.27	6.38	8.59	12.54	14.45	17.03	18.48	21.24	22.79	25.70	27.71	31.68	
12 mo Ave Non Residential	3.75	5.90	9.18	11.14	12.82	13.94	15.61	16.76	18.67	20.24	22.89	25.09	
Total	6.02	12.29	17.76	23.68	27.26	30.96	34.09	38.00	41.46	45.94	50.60	56.77	
Total	6.02	12.29	17.76	23.68	27.26	30.96	34.09	38.00	41.46	45.94	50.60	56.77	

Coastside County Water District Monthly Leak Report

Date	Location	Pipe Class	Pipe Size & Type	Est. Water Loss (Gallons)*	Material Cost	Employee hours		Manpower and Equipment Costs	Total Costs
9/17/13	Ave Portola X Obispo Road. EG	S	1" Plastic	3,000	Total \$50.00	4	4	\$1,200	\$1,300.00
								\$50	
								\$1,250	
9/18/2013	Pine Ave X Jenna Lane HMB	M	M/Cast	8,000	Total \$213.52	4	5	\$1,975	\$2,402.04
								\$214	
								\$2,189	
9/19/2013	604 Poplar HMB	S	3/4"Plastic		Total \$571.92	4	5	\$1,500	\$2,643.84
								\$572	
								\$2,072	
9/21/2013	914 Francisco EG	S	3/4"Plastic	2500	Total \$90.28	3	2	\$500	\$680.56
								\$90	
								\$590	
9/24/2013	17450 South Cabrillo HWY.	M	2" Galv.	10,000	This includes Andreini Bill Total \$7,824.52	2	8	\$2,300	\$17,949.04
								\$7,825	
								\$10,125	
9/9/2013	HWY 92	M	12" WS	200,000	This includes Andreini Bill Total \$29,790.31	1	8	\$6,700	\$66,280.62
								\$29,790	
								\$36,490	
					Total			\$0	\$0.00
								\$0	

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

**Total
Water
Loss**

0.2235 MG

Total Cost

\$91,256.10

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

Pipe Class

S= Service

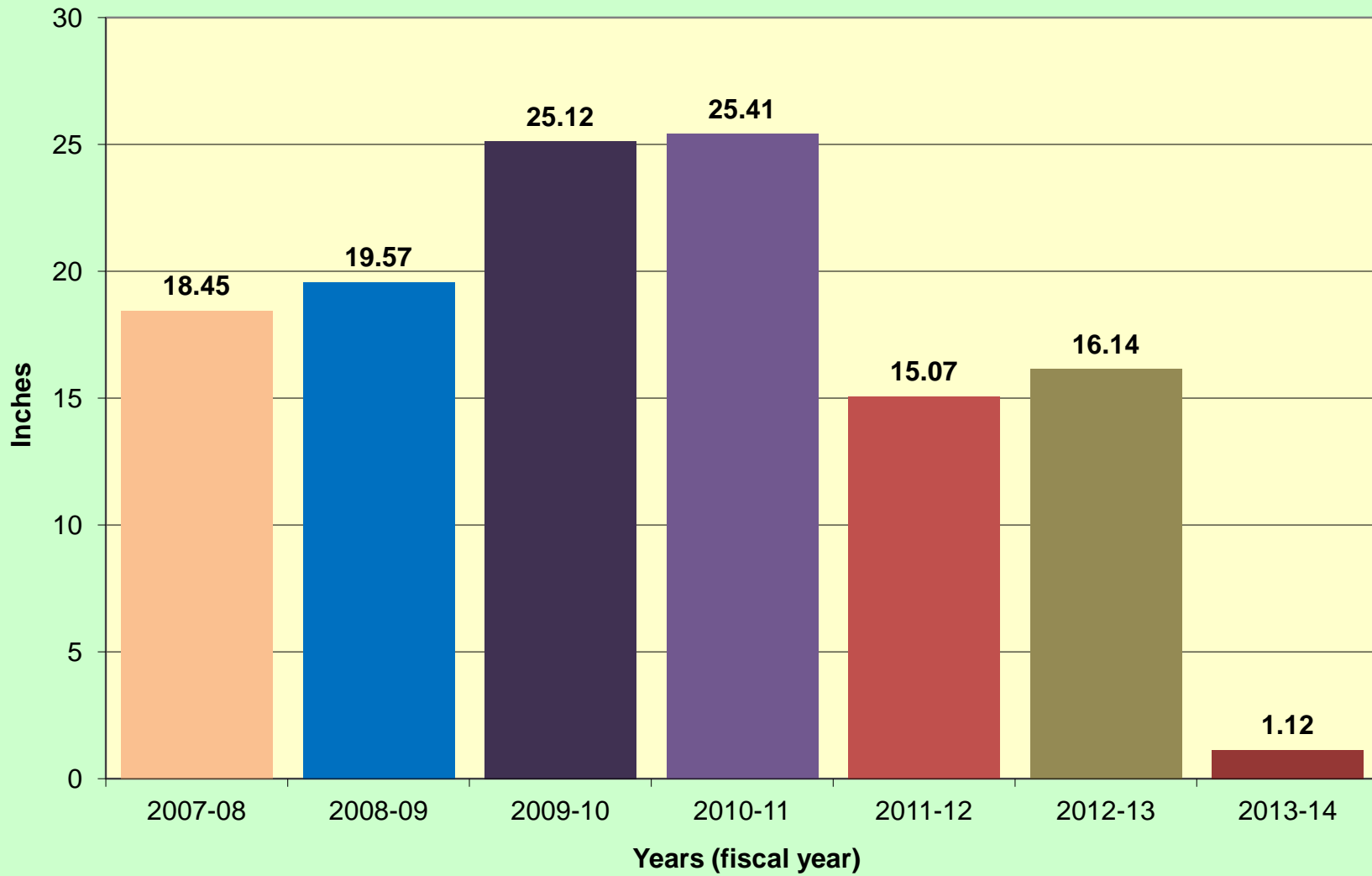
M= Main

T= Transmission

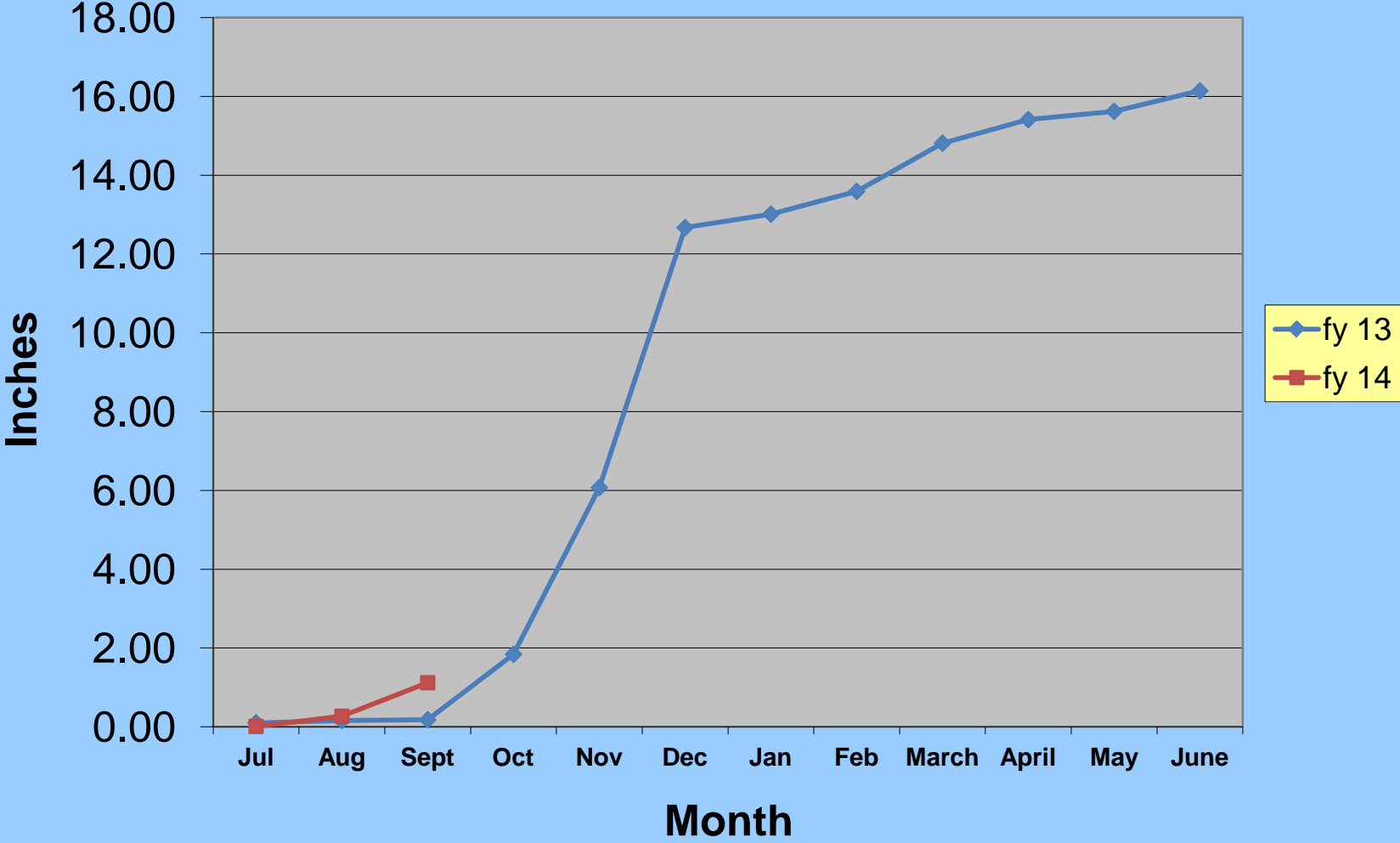
O=Other

Rain Totals

Fiscal Years 08 - 14



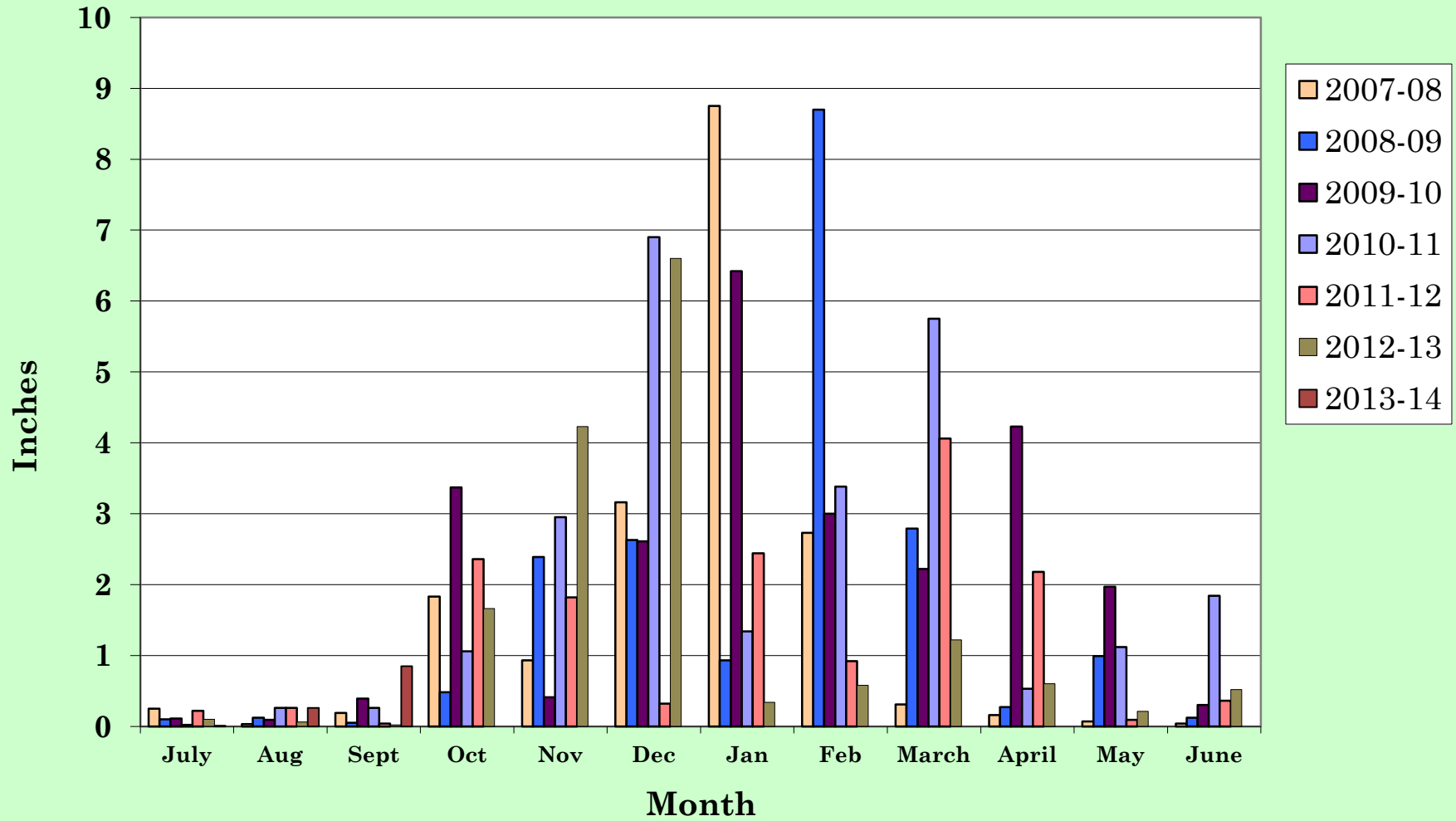
Rainfall Total Comparison Fiscal Years 13 and 14



Coastside County Water District

Rainfall by Month

Fiscal Years 08 - 14



San Francisco Public Utilities Commission Hydrological Conditions Report For August 2013

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, September 9, 2013



Hetch Hetchy Reservoir taken on September 5, 2013. Note the smoke plume from a spot fire on the south facing slope (the left slope in the photograph)

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

Table 1 Current Storage As of September 1, 2013							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ¹	295,520		340,830		45,310		86.7%
Cherry ²	243,511		268,810		25,299		90.6%
Lake Eleanor ³	19,691		21,495		1,804		91.6%
Water Bank*	434,897		570,000		135,103		76.3%
Tuolumne Storage*	993,619		1,201,135		207,516		82.7%
Local Bay Area Storage							
Calaveras ⁴	17,120	5,578	96,824	31,550	79,704	25,972	17.7%
San Antonio	43,919	14,311	50,496	16,454	6,577	2,143	87.0%
Crystal Springs	49,203	16,033	58,377	19,022	9,174	2,989	84.3%
San Andreas	16,827	5,483	18,996	6,190	2,169	707	88.6%
Pilarcitos	2,668	869	2,995	976	327	106	89.1%
Total Local Storage	129,737	42,275	227,688	74,192	97,951	31,917	57.0%
Total System	1,123,356		1,428,823		305,467		78.6%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with all flash-boards out.

³ Maximum Lake Eleanor storage with all flash-boards out.

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

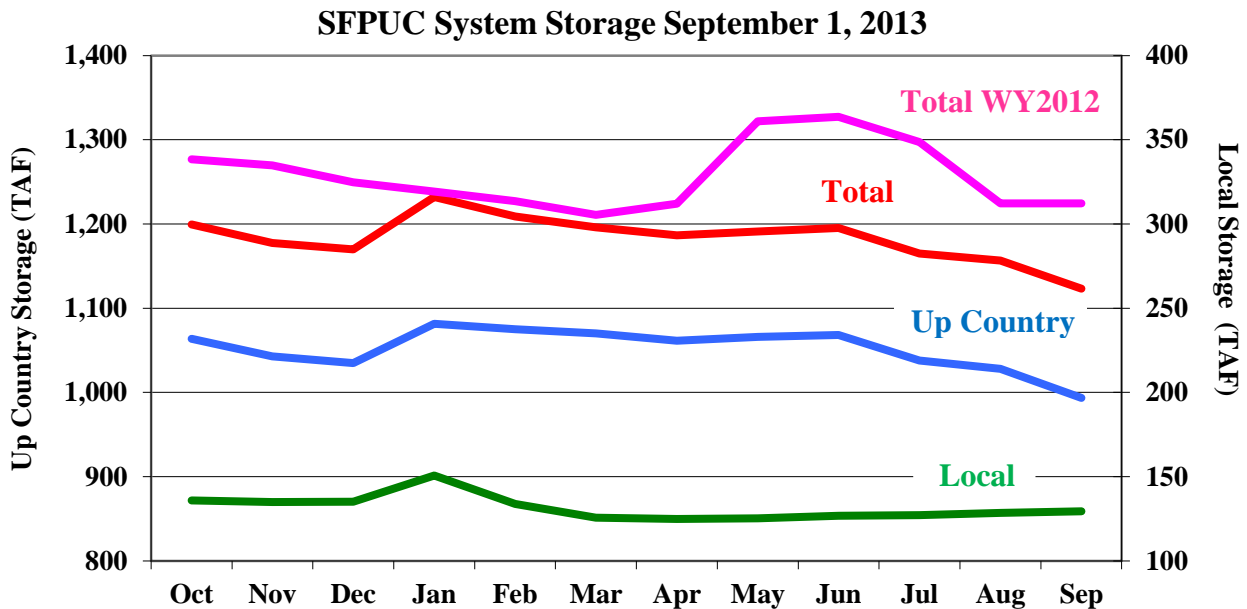


Figure 1: Monthly system storage for WY2013

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The August six-station precipitation index is zero, or 0.0% of the average index for the month.

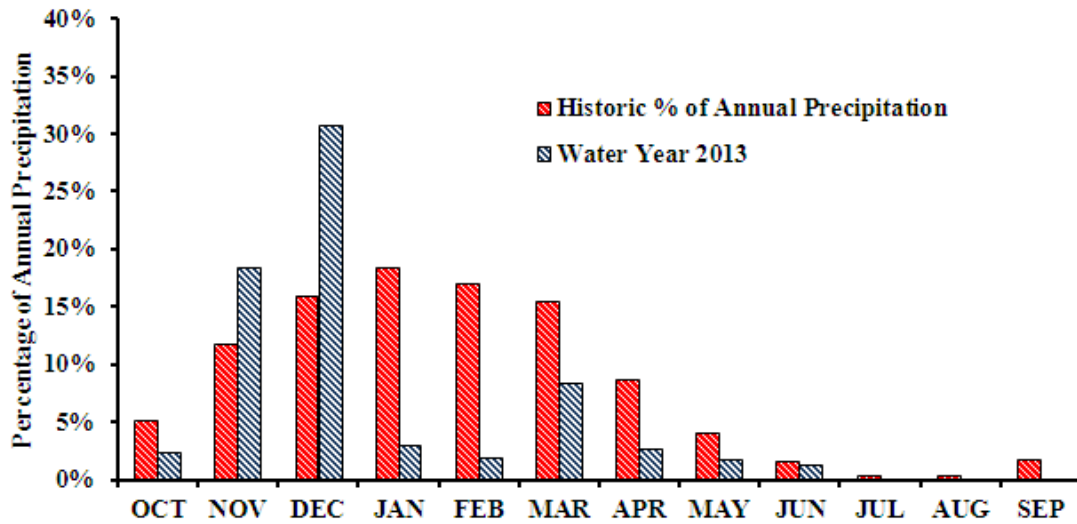


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2013 is 25.01 inches, which is 70.3% of the average annual water year total, or 71.3% of the average annual-to-date. Hetch Hetchy received no precipitation in August, for a water year total of 26.2 inches. This was the eighth consecutive month with below average precipitation. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

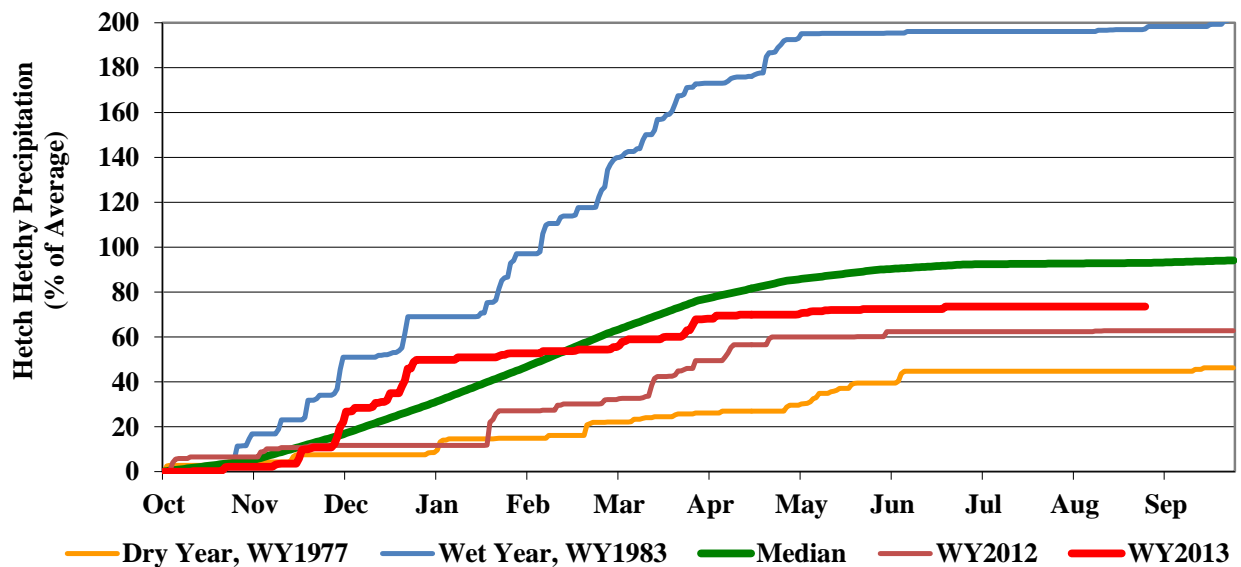


Figure 3. Water year 2013 cumulative precipitation measured at Hetch Hetchy Reservoir through August 31st, 2013. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2012 are included for comparison purposes.

^{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 August 31st is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	August 2013				October 1, 2012 through August 31, 2013			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	990	7,202	13,807	7.2%	466,809	708,675	741,461	63.0%
Inflow to Cherry Reservoir and Lake Eleanor	0	1,654	3,159	0.0%	326,056	445,473	452,362	72.1%
Tuolumne River at La Grange*	9,718	16,414	24,224	40.1%	1,081,399	1,717,116	1,828,483	59.1%
Water Available to the City*	0	0	1,353	0.0%	177,789	594,746	779,291	22.8%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in August totaled 37,242 acre-feet to meet SJPL deliveries and instream release requirements. There was no interruption of SJPL deliveries during the Rim Fire incident.

5,929 acre-feet of power draft was made at Cherry Reservoir to meet recreational releases. Generation met municipal load through August 20 and was halted when the Rim Fire started impacting the transmission lines in the area. No water was transferred from Lake Eleanor to Cherry Reservoir in August.

The current water year instream release schedule is Type B (or below normal conditions). This is based upon accumulated precipitation and runoff in water year 2013 starting October 1st, 2012. The August requirement from Hetch Hetchy reservoir was 110 cfs. Required releases at Cherry Reservoir were 15 cfs and 20 cfs at Lake Eleanor.

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant (SVWTP) was in standby status for much of the month of August, the average production rate was 4 MGD. The Harry Tracy Water Treatment Plant average production rate was 20 MGD for the month.

Local System Water Delivery

Average water deliveries in August were down 2% over the July delivery rate. The average delivery rate for August was 268 MGD. The July rate was 274 MGD. The month of July has so far recorded the highest monthly average delivery rate for Water Year 2013.

Local Precipitation

On August 19th a rare dry-lightening event over the San Mateo Hills interrupted an otherwise typical summer weather pattern. Locally the month of August was predominantly dry with light to very light amounts of fog derived precipitation recorded at both the Pilarcitos and Lower Crystal Springs dam rain gauges. The August rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year to Date ^{7,8} (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	0.10	71 %	28.38	73%
Lower Crystal Springs	0.01	11 %	18.65	70 %
Calaveras	0.00	0 %	14.17	66 %

⁷ WY 2013: Oct. 2012 through Sep. 2013. ⁸ WY To Date Total: Revised over July 2013 Report.

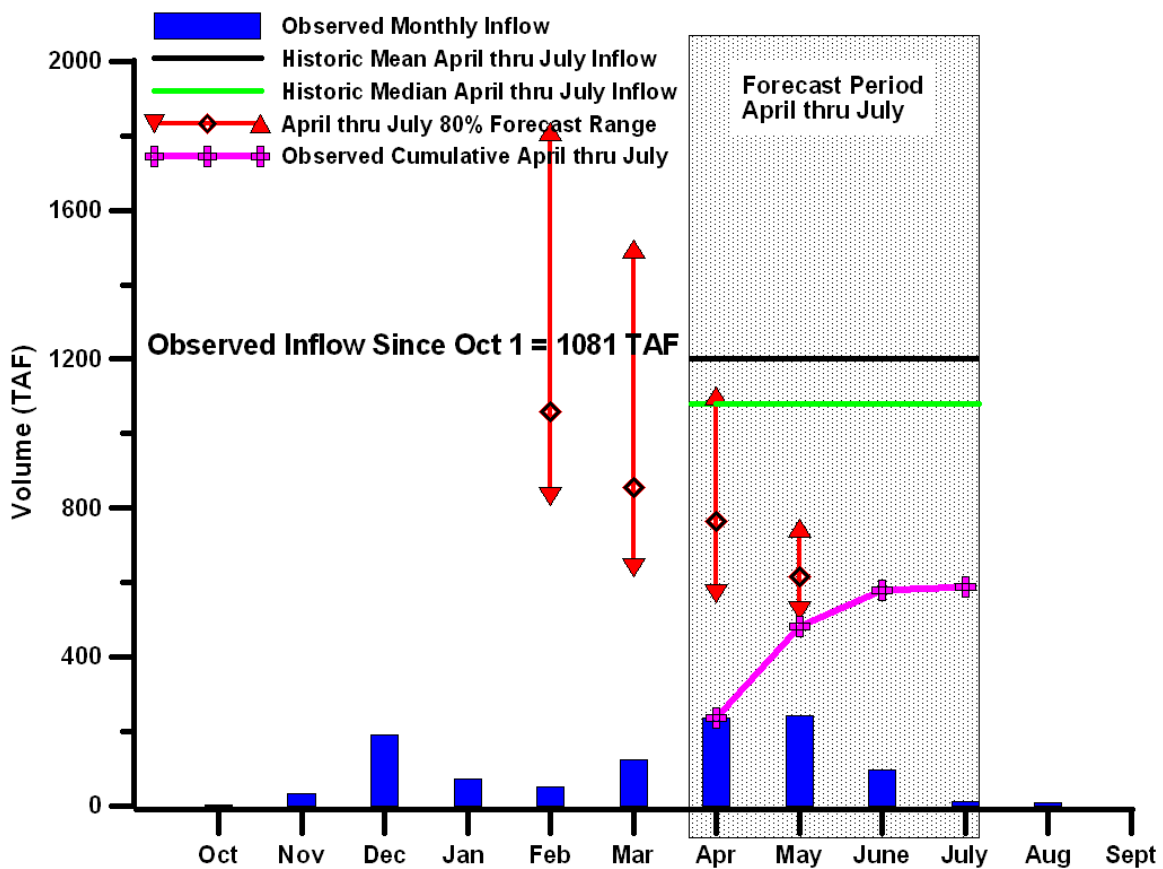


Figure 4: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

Snowmelt and Water Supply

Runoff in the high country continues to recede through the summer months. System storage is near typical levels for the dry conditions. The real interest is in the Rim Fire which is discussed in the section below. The current short-term outlook is for continued dry conditions. Long-term climate outlooks currently do not indicate above or below normal precipitation for the coming fall and winter seasons.

The May 1st Tuolumne Basin Water Supply Forecast used the measured snow course, precipitation, and runoff data to predict the seasonal inflow. The forecast indicated that the median amount of runoff that may occur this year is 57% of the long-term median (Figure 4). The median forecast of April-through-July runoff is about 615 TAF, compared to the long-term median runoff for the April-through-July period of 1,080 TAF. Observed April-through-July runoff was 595 TAF or within 3% of the median forecast.

Unimpaired Flow at La Grange & Water Available to the City

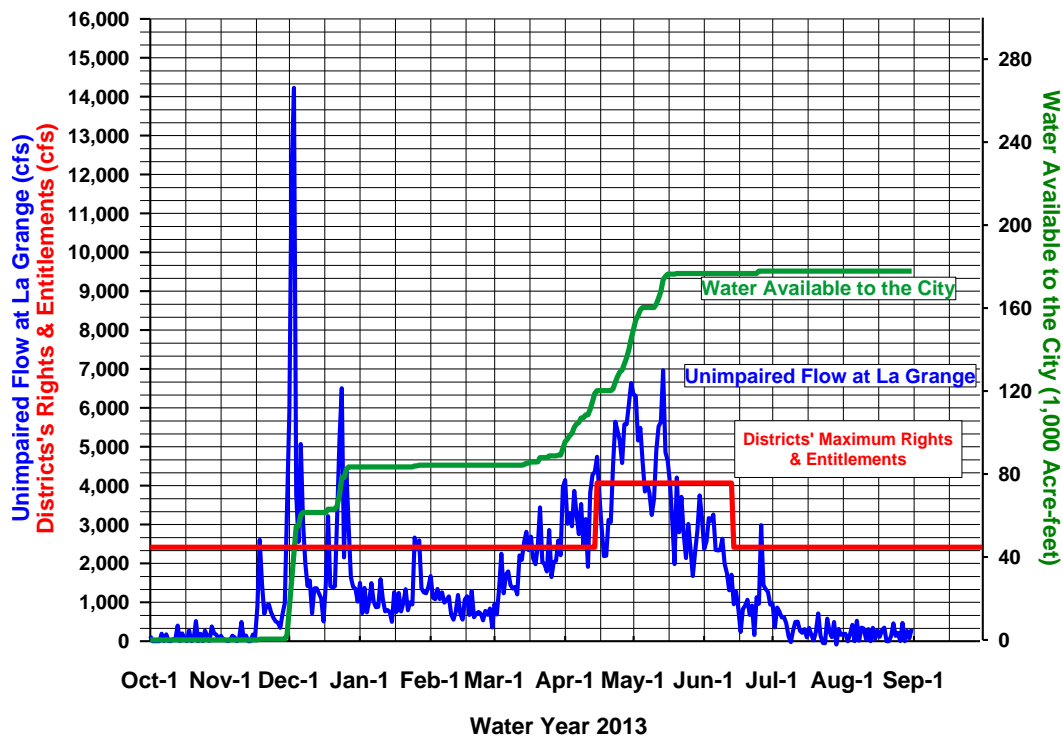


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 177,789 acre-feet of water has become available to the City during water year 2013 to date.

Rim Fire

On August 17th a fire started along Jawbone Ridge which divides the Clavey and Tuolumne rivers. The fire has impacted Hetch Hetchy Water and Power's facilities and right of ways. At the current time the fire perimeter encompasses more than 253,000 acres, much of it in the Tuolumne River basin below the up country watersheds. Fortunately, as shown in the cover photograph, very little of the Hetch Hetchy watershed is affected by the fire. The fire did impact powerhouse operations and forced Kirkwood and Holm powerhouse to be shut down. Deliveries to the SJPL were made using the Kirkwood bypass valve. There was minor damage to the power transmission system, however local power distribution lines were severely damaged. The system is being recovered and Kirkwood Powerhouse returned to service on September 1st. Holm Powerhouse should return to service in the next 10 days. Throughout the event water quality has not been impacted and given the minor extent of fire within the Hetch Hetchy watershed water quality impacts following the fire are not anticipated.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 8, 2013

Report

Date: October 3, 2013

Subject: Quarterly Financial Review

Recommendation:

None. Information only.

Background:

As the attached spreadsheet shows, District overall year-to-date revenues and operating expenses after one quarter are generally better than budget.

Water revenue, after being below budget early in the quarter, is about 1% better than budgeted. Water consumption in August and September was up 11% and 9%, respectively, and revenue was up 18% and 16% over the same months in the previous year.

Operating expenses in most categories are running below budget, with the exception of SFPUC water purchases and Crystal Springs pumping expenses. These expenses are significantly higher than budget due to higher demand and to lower production in July from Denniston than was assumed in budget projections.

Because the District uses cash accounting during the fiscal year, then adjusts cash expenses at the beginning of the new fiscal year in order to state the completed fiscal year financials on accrual basis, the Budget Analysis reports presented to the Board generally understate expenses. The spreadsheet column labeled "FY13 Adjustment" shows the reductions in first quarter cash expenses. Adding the total adjustment of \$116,000 to the year-to-date expenses to approximate a more representative picture indicates that overall expenses are running about \$56,000 (3%) over budget.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Sep-13

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR	FY13 Adjustment
OPERATING REVENUE						
1-0-4120-00	Water Revenue -All Areas	2,550,990	2,529,942	21,048	0.8%	
TOTAL OPERATING REVENUE		2,550,990	2,529,942	21,048	0.8%	
NON-OPERATING REVENUE						
1-0-4170-00	Water Taken From Hydrants	8,328	6,250	2,078	33.3%	
1-0-4180-00	Late Notice -10% Penalty	28,022	17,500	10,522	60.1%	
1-0-4230-00	Service Connections	2,251	2,000	251	12.6%	
1-0-4920-00	Interest Earned	604	761	(157)	-20.6%	
1-0-4930-00	Tax Apportionments/Cnty Checks	13,325	15,000	(1,675)	-11.2%	
1-0-4950-00	Miscellaneous Income	14,230	9,250	4,980	53.8%	
1-0-4955-00	Cell Site Lease Income	33,452	30,363	3,089	10.2%	
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	
1-0-4990-00	Water Sales Refunded	0	0	0	0.0%	
TOTAL NON-OPERATING REVENUE		100,212	81,124	19,088	23.5%	
TOTAL REVENUES		2,651,203	2,611,066	40,136	1.5%	
OPERATING EXPENSES						
1-1-5130-00	Water Purchased *	750,017	623,281	(126,736)	-20.3%	
1-1-5230-00	Pump Exp, Nunes T P	4,997	7,075	2,078	29.4%	2,452
1-1-5231-00	Pump Exp, CSP Pump Station	83,511	88,102	4,591	5.2%	39,739
1-1-5232-00	Pump Exp, Trans. & Dist.	2,623	4,025	1,402	34.8%	1,291
1-1-5233-00	Pump Exp, Pilarcitos Can.	527	450	(77)	-17.1%	257
1-1-5234-00	Pump Exp. Denniston Proj.	5,251	10,185	4,934	48.4%	7,585
1-1-5235-00	Denniston T.P. Operations	3,071	1,619	(1,452)	-89.7%	
1-1-5236-00	Denniston T.P. Maintenance	8,353	9,497	1,144	12.0%	6,184
1-1-5240-00	Nunes T P Operations	15,051	25,556	10,505	41.1%	299
1-1-5241-00	Nunes T P Maintenance	3,283	11,250	7,967	70.8%	5,449
1-1-5242-00	CSP Pump Station Operations	1,889	2,128	239	11.2%	584
1-1-5243-00	CSP Pump Station Maintenance	2,391	10,003	7,612	76.1%	956
1-1-5250-00	Laboratory Services	9,918	12,500	2,582	20.7%	2,812
1-1-5318-00	Studies/Surveys/Consulting	38	18,750	18,713	99.8%	2,813
1-1-5321-00	Water Conservation	3,368	14,503	11,135	76.8%	4,487
1-1-5322-00	Community Outreach	2,308	7,925	5,618	70.9%	1,633
1-1-5411-00	Salaries & Wages -Field	254,449	254,809	360	0.1%	
1-1-5412-00	Maintenance -General	41,122	42,122	1,000	2.4%	953
1-1-5414-00	Motor Vehicle Expense	10,619	12,661	2,042	16.1%	2,351
1-1-5415-00	Maintenance -Well Fields	0	2,503	2,503	100.0%	
1-1-5610-00	Salaries/Wages-Administration	172,553	182,844	10,291	5.6%	
1-1-5620-00	Office Supplies & Expense	25,680	35,656	9,977	28.0%	5,094
1-1-5621-00	Computer Services	13,414	19,965	6,551	32.8%	351
1-1-5625-00	Meetings / Training / Seminars	2,840	5,000	2,160	43.2%	2,850
1-1-5630-00	Insurance	13,128	28,750	15,622	54.3%	
1-1-5635-00	EE/Ret. Medical Insurance	92,647	102,519	9,872	9.6%	
1-1-5640-00	Employees Retirement Plan	109,416	129,269	19,853	15.4%	18,653
1-1-5645-00	SIP 401K Plan	0	0	0	0.0%	
1-1-5681-00	Legal	11,772	15,000	3,228	21.5%	4,199
1-1-5682-00	Engineering	720	3,500	2,780	79.4%	583
1-1-5683-00	Financial Services	0	5,000	5,000	0.0%	4,590
1-1-5684-00	Payroll Tax Expense	30,629	31,390	761	2.4%	
1-1-5687-00	Membership, Dues, Subscript.	6,675	17,053	10,377	60.9%	

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR	FY13 Adjustment
1-1-5688-00	Election Expenses	0	0	0	0.0%	
1-1-5689-00	Labor Relations	0	1,500	1,500	100.0%	
1-1-5700-00	San Mateo County Fees	1,220	4,175	2,955	0.0%	
1-1-5705-00	State Fees	0	3,500	3,500	0.0%	
TOTAL OPERATING EXPENSES		1,683,479	1,744,064	60,586	3.5%	116,165
CAPITAL ACCOUNTS						
1-1-5711-00	Debt Svc/Existing Bonds 1998A	266,890	266,890	0	0.0%	
1-1-5712-00	Debt Svc/Existing Bonds 2006B	343,867	343,867	0	0.0%	
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	263,046	263,046	0	0.0%	
TOTAL CAPITAL ACCOUNTS		873,802	873,803	1	0.0%	
TOTAL EXPENSES		2,557,281	2,617,867	60,587	2.3%	

NET INCOME	93,922
-------------------	---------------

* Water purchase cost calculated based on CCWD meter reads

STAFF REPORT

To: Coastside County Water District Board Of Directors

From: David Dickson, General Manager

Agenda: October 8, 2013

Report

Date: October 3, 2013

Subject: Capital Improvement Program Status Review

Staff reviewed progress on key Fiscal Year 2013-2014 capital projects with the Facilities Committee on September 27, 2013, including the following:

1. Avenue Cabrillo Phase 2

Contract awarded to Andreini for \$332,000, \$86,000 over CIP budget. Notice to proceed issued 9/26/13, estimated completion 12/15.

2. El Granada Tank #2 Recoat + Ladder

Contract awarded to Paso Robles Tank for \$535,000, \$235,000 over CIP budget. Notice to proceed issued 7/3/13. Construction in progress. Problems with installing temporary tank will likely cause contractor to exceed allowed contract time of 150 days.

3. Hazen's Tank Replacement - \$400,000 budget

Jim Teter preparing design. Anticipate bids in January, award March, completion early FY 15.

4. Alves Tank Recoating - \$400,000 budget

Jim Teter will design this project, which is complicated by the need to install a temporary pump station to maintain pressure in the southernmost portion of the District while the tank is out of service. Based on Teter's schedule, anticipate this project will not be completed in FY 14.

5. Denniston Maintenance Dredging - \$60,000 budget

California Conservation Corps crew completed Creek channel restoration work 9/23. Andreini will perform dredging work beginning 10/7, to be completed by 10/15.

6. Instrumentation and Controls Projects by Calcon

The following projects (or significant portions thereof) will be performed by Calcon under the time-and-materials agreement approved by the Board on :

- SCADA/Telemetry/Electrical Controls Replacement (\$250,000)
- CSPA Surge Tank Control Improvements (\$80,000)

- Crystal Springs Pump Station Electrical Controls Upgrades (\$50,000)
- Nunes Hydropneumatic System Improvements (\$100,000)
- Nunes New Surface Scatter 7 Turbidimeter (\$7,000)

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 8, 2013

Report

Date: October 3, 2013

Subject: Budget Increase for Denniston/San Vicente Environmental Impact Report Preparation

Recommendation:

Authorize the General Manager to approve additional services by Analytical Environmental Services, Inc. for completion of the Denniston/San Vicente environmental impact report, in a total amount not to exceed \$100,000, including \$30,000 previously authorized under the General Manager's authority.

Background:

On April 12, 2011, the Board authorized a contract with Analytical Environmental Services (AES) for preparation of an environmental impact report for the District's Denniston/San Vicente Water Supply Project, for a time-and-materials cost not to exceed \$282,000. This amount included \$91,000 for subconsultants Steele Biological Consulting and Balance Hydrologics. At the time we awarded the contract, we estimated that the EIR process could be completed within approximately one year.

As work on the EIR progressed, it became clear that the issues we needed to address, particularly in the critical areas of stream flows and hydrogeology, were more complex than District staff or any of the consultants anticipated. Although the unique hydrogeology of the Denniston/San Vicente watersheds makes them an excellent water source for the District, limited available gaging data made it challenging to characterize stream flows and water availability. This required significant additional analysis by Balance Hydrologics and additional effort by AES.

Contributing further to the need for additional work by AES, the District expanded the EIR's project description to include the Denniston Treated Water Booster Station and the Bridgeport Drive pipeline replacement project, both of which are needed for the District to fully use its water rights in Denniston/San Vicente.

Under the General Manager's authority as specified in District policy, I authorized a change order to the original contract in the amount of \$30,000 for revision of the Draft Environmental Impact Report (DEIR) following the

additional hydrological analysis work. We anticipate that the DEIR should be ready for public release by January 2014. The recommended budget increase covers all remaining AES work, including the following:

- Complete and assemble pre-release administrative DEIR.
- Participate in meetings and discussions with State Water Resources Control Board Division of Water Rights following their review of pre-release draft.
- Prepare responses to Draft EIR comments.
- Prepare final EIR and Mitigation Plan.

Fiscal Impact:

Additional EIR preparation cost of up to \$100,000. The approved Fiscal Year 2014 - 2023 Capital Improvement Program Includes \$100,000 for Denniston/San Vicente EIR & Permitting in Fiscal Year 13/14.

STAFF REPORT

To: Coastside County Water District Board of Directors
From: Cathleen Brennan, Water Resources Analyst
via David R. Dickson, General Manager
Agenda: October 8, 2013

Report

Date: October 2, 2013

Subject: Authorization for Stage 1 Water Shortage Advisory

Recommendation:

Authorize the implementation of Stage 1 - Water Shortage Advisory - of the District's Water Shortage Contingency Plan.

Background:

The end of water year 2013 marks the second consecutive dry water year. Locally, water year 2012 was critically dry at 61 percent of normal precipitation and water year 2013 was dry at 74 percent of normal precipitation. Consecutive dry years will impact the availability of local surface water and the potential for mandatory curtailment of imported water sources. The California Department of Water Resources issued a press release in September emphasizing that water agencies must be prepared for the possibility of a third dry year.

In order to properly prepare for the possibility of a third consecutive dry year, staff recommends that the Board authorize the implementation of Stage 1 of the Water Shortage Contingency Plan. Stage 1 is described as a water shortage advisory phase where the public is informed that a water shortage may occur and District staff begins to prepare for implementation of mandatory rationing.

Anticipating the need for water shortage preparations, staff included funding in the Fiscal Year 2013-2014 budget for the following Stage 1 activities to be conducted over the next several months:

- Update of the District's Water Shortage Contingency Plan, including review of non-residential water allocations by sales class.
- Development of drought rates to ensure District financial stability during a period of reduced water use, higher wholesale rates, and penalties for use beyond allocations.
- Adoption of drought rates through the Proposition 218 process.
- Planning for the changes in staffing, billing systems, and District procedures necessary to implement a mandatory water rationing program.

Because SFPUC deems current water supplies adequate and the District's reduced overall water demand reflects efficient water use by our customers, staff does not recommend calling for voluntary water use reduction now. We will continue to monitor rainfall and reservoir storage to assess the need for demand reduction.

Staff will continue to keep the Board informed of drought preparation activities on a monthly basis.

STAFF REPORT

To: Coastside County Water District Board of Directors
From: David Dickson, General Manager
Agenda: October 8, 2013

Report

Date: October 3, 2013

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. Changes at BAWSCA

The Art Jensen era, which saw the evolution of BAWSCA from an association of wholesale SFPUC customers into a significant and influential agency in its own right, has ended. I attended Art's retirement party on September 26, and the remarks of many speakers attested to his contributions and his legacy. His last day at BAWSCA was September 27, and Nicole Sandkulla has now assumed the role of CEO. As of October 7, four of eight employees at BAWSCA will be new hires, so the BAWSCA staff and the member agencies will be on a learning curve for some time.

2. EBMUD-BAWSCA Pilot Water Transfer Program

At a meeting of Water Supply Management Representatives on October 3, we heard more details about a planned pilot water transfer between EBMUD and BAWSCA. EBMUD has been looking for partners (customers) for its new Freeport intake facility on the Sacramento River. If the pilot is successful, BAWSCA may be able to purchase water from EBMUD to augment supplies for SFPUC wholesale customers during declared water shortage emergencies. This program would represent BAWSCA's first foray into the water utility business, and it will raise interesting questions about BAWSCA's role.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: October 8, 2013

Report
Date: September 27, 2013

Monthly Highlights

Denniston Creek

Denniston Creek has been cleared between the plant access road and the reservoir, allowing for fresh water to always be flowing by our intakes.

Main Break on Highway 92

The old welded steel treated water line on 92 failed in the vicinity of Nebia Winery in September. This is the second failure at that spot in a year and the second month in a row of failure of that line.

Source of Supply

Crystal Springs Reservoir was the only sources of supply in September.

System Improvements

Denniston Creek

An amendment to our dredging permit allowed us to hire the California Conservation Core (CCC) to clear up Denniston Creek between the culvert under the plant access road and the headworks of the reservoir. A thick tule forest disrupted the creek flow, diverting it from our plant intakes and reducing the water quality by allowing it to pick up organic compounds, which increase disinfection by-product formation. The CCC, under the guidance of Biologist Jim Steele, did an excellent job of cutting a flow path through the tule forest and clearing debris from the stream, allowing all of the creek flow to now run past our intakes.

Other Activities Update:

Main Break on Highway 92

For the second month in a row we have had a break on the 12" welded steel treated water line along highway 92. This failure occurred just east of the Nebbia Winery. The break was located directly adjacent to a 120 foot tall eucalyptus tree. We had to hire a tree contractor on an emergency basis to remove the tree so that the contractor could safely excavate the 8 feet to the main.

Nunes Filter Profiles

ERS Engineering performed triennial profiling of the Nunes Water Treatment Plant (WTP) filters in September. The treatment staff took this opportunity to have the upper layers of the anthracite cleared of mudballs and debris. We await the results of the profile, but initial inspections show the beds in good condition with little media loss.

Regulatory Agency Interaction

California Department of Public Health (DPH)

There was no contact with Cal DPH in August.

Safety/Training/Inspections/Meetings

Meetings Attended

- 4 September - Met with Kennedy/Jenks on the San Vicente Pipeline Project
- 11 September - Met with Dave Lea to discuss scheduling of irrigation, dredging operations and the Denniston Stream clearing work
- 18 September - Met with David Briggs of SFPUC to discuss Pilarcitos Pipeline

Safety Meetings and Training

There was no safety committee meeting scheduled for September.

The monthly CINTAS safety training on 11 September was on Bloodborne Pathogens. Jack Whelen, Duffy, Marshall Whelen, Jahns, Winch and Bruce were in attendance from Coastside County Water District (CCWD).

Tailgate safety sessions in September

- 3 September - Climbing Elevated Tanks: The Height of Safety
- 9 September - Be Prepared for an Emergency
- 16 September - Setting Up a Safe Traffic Control Zone
- 23 September - Hand Grinder Safety

Other Training/Personnel Issues

- Started recruitment process for Treatment/Distribution Operator
- Staff is working on scheduling modifications to accommodate running Denniston WTP.

Projects

El Granada Tank 2 Renovation

The contractor has poured the pad for the temporary tank, completed more grading work and potholed to locate existing pipes. The Phase I part of the project should be complete by the end of October. Phase I consists of the installation of the temporary tank, associated plumbing and control system. Once we are assured of the reliability of the control system, the contractors will start on Phase II, which is the actual modifications and lining of the steel tank.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: October 8, 2013
Subject: Water Resources

This informational report includes:

- Fiscal Year 2013 Summary of the District’s Residential Toilet Rebate Program
 - Pilarcitos Creek Integrated Watershed Management Plan Update
 - California Urban Water Conservation Council (CUWCC) Update
 - BAWSCA Regional Demand and Conservation Projections Update
-

Fiscal Year 2013 Residential Toilet Rebate Program

The District participated in a regional high efficiency toilet rebate program with the Bay Area Water Supply and Conservation Agency (BAWSCA). Eligible toilets were EPA WaterSense labeled (tank) toilets that flushed 1.28 gallons and ≥ 350 grams of solid waste. Dual flush toilets that were labeled EPA WaterSense were also eligible for rebates.

The District’s program offered qualifying applicants a maximum rebate of \$100 per qualifying toilet. Approved rebate applicants received the rebate in the form of a check from the District. The average purchase price of a rebated toilet was \$250. The District approved 38 rebate applications and performed 34 inspections to verify installation. Staff time was estimated at about 1.5 hours a week to process rebate applications and perform site inspections.

Number of Rebate Applications	Number of Toilets Rebated	Number of Inspections Performed	Total Cost of Rebates and Fees	Estimated Annual Water Savings (gallons)
38	56	34	\$5,941.88	309,469

The District paid BAWSCA an administrative fee of \$5 per application and also reimbursed BAWSCA to print applications and other marketing materials. BAWSCA applied for grant money (Prop 84) from the state but the District has not received any grant money from BAWSCA to date. The grant share of a toilet rebate for fiscal year 2013 was \$75 per toilet. The District is continuing to participate in the regional high efficiency toilet rebate program in fiscal year 2014.

Pilarcitos Creek Integrated Watershed Management Plan (IWMP)

The funding agreement for the lower Pilarcitos Creek stream gauge and for the management of the Pilarcitos Creek IWMP expired with the end of water year 2013. The District is waiting to receive a new or revised agreement from the San Mateo County Resource Conservation District (RCD).

California Urban Water Conservation Council (CUWCC)

Water Resources staff spent most of the month of September entering data and uploading documents to complete the required best management practices (BMP) reporting. This reporting period covered fiscal years 2011 and 2012. There was a delay in reporting on these two fiscal years because the CUWCC was developing a new database for BMP reporting. There are different compliance tracks for compliance with the CUWCC's BMP's. The District has chosen the gallons per day per capita (GPCD) compliance track because the District does not have the resources to implement all of the BMP's or to create new alternative BMP's for the Flex track option.

CUWCC BMP 1.2 – Water Loss Control – has implementation requirements regarding annual water auditing, data validation, and component analysis. This is considered a foundational BMP that every signatory must implement to track non-revenue water. The requirements in this BMP are documented in the American Water Works Association (AWWA) Manual of Water Supply Practices M36 and the CUWCC memorandum of understanding. A component analysis is required starting in fiscal year 2013 and every four years thereafter by the BMP. Staff included funding in fiscal year 2014 budget for assistance from a consultant to fully implement AWWA's water supply practices to control water loss. Water loss control will be critical in managing our water supply during normal water years and especially during water shortages.

BAWSCA Regional Demand and Conservation Projections

Water Resources staff spent most of the month of August entering data and uploading documents into BAWSCA's Water Conservation Database. The District is participating in BAWSCA's update of water demand and conservation projections regionally using a common method (model). This regional approach strives to create regional consistency, provide a basis for identifying regional conservation programs and to support regional decision making. The District is participating in this effort with the expectation that we can use these projections as a basis for the 2015 Urban Water Management Plan.

Maddaus Water Management Inc. was selected by BAWSCA to complete the following tasks:

Task 1: Data Collection and Verification

Task 2: Baseline and Future Water Demand Analysis (including Econometric Modeling)

Task 3: Water Conservation Analysis and Program Design

Task 4: Agency Coordination

Task 5: Deliverables - 3 Technical Memoranda, Final Report, 29 Models and a Model User Guide, Data Outputs in a Form Agencies Can Use for Other Reporting

Task 6: Project Management

Task 7: Individual Agency Option to Pay for Additional Model Development and Support

The water demand forecasting will use an econometrics approach that uses the following data: population, water rates, weather (ET0, Precipitation, and Temperature), housing (SF, MF), and the economy (unemployment). The water conservation analysis and program analysis will align with the state mandated (SBx7-7) conservation requirements, provide a cost-benefit analysis for selected measures, and calculate annual water savings.

The District anticipates the need to modify its projections because growth in the District's service area has unique restrictions not found in other BAWSCA agencies. BAWSCA provided the option for additional consultant work for agencies through a separate agreement, which the District has signed. Staff estimated a maximum of \$10,000 for extra consultant time to customize the model to be used for the 2015 UWMP.