

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 9, 2007 - 7:00 p.m.

AGENDA

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

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

- 1) ROLL CALL
- 2) PLEDGE OF ALLEGIANCE
- 3) PUBLIC ANNOUNCEMENTS

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

- A. Introduction of new Coastside County Water District General Manager, David Dickson, effective October 15, 2007
([attachment](#))
- B. Public Announcements

4) CONSENT CALENDAR

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

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

- A. Requesting the Board to review disbursements for the month ending September 30, 2007 – Claims: \$752,159.22; Payroll: \$80,200.03 for a total of \$832,359.25 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the September 11, 2007 Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report ([attachment](#))
- G. September 2007 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for September 2007 ([attachment](#))
- J. Engineering Projects Received for Review during September 2007 ([attachment](#))

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

- A. Monthly Water Resources Report ([attachment](#))
- B. Water Shortage & Drought Contingency Plan – Monthly Update Report ([attachment](#))
- C. Advisory Committee Reports ([attachment](#))
 - Meeting of the San Francisco Public Utilities Commission Policy Advisory and Future Water Resources Committee – (Directors Mickelsen & Feldman; Staff: Joe Guistino & Cathleen Brennan)
 - September 10, 2007 – Information item

6) SUPERINTENDENT OF OPERATION'S REPORT

- A. Superintendent of Operations Monthly Report ([attachment](#))
- B. Advisory Committee Reports ([attachment](#))
 - SFPUC Policy Advisory & Conservation Agency & Future Water Resources Committee – (Directors Feldman & Mickelsen; Staff: Joe Guistino & Cathleen Brennan)
 - September 19, 2007 - Pilarcitos Integrated Watershed Management Plan (IWMP) Workgroup Conference Telephone Call

7) DISTRICT ENGINEER'S REPORT

- A. Award of Contract for the Construction of Phase 3 of the El Granada Pipeline Replacement Project ([attachment](#))
- B. District Engineer Work Status Report ([attachment](#))

8) GENERAL BUSINESS

- A. Award of contract with National Meter & Automation, Inc. for the Automatic Meter Reading Pilot Program ([attachment](#))
- B. Discussion and possible authorization to staff to purchase new fleet vehicle ([attachment](#))
- C. Discussion and possible recommendation regarding updates to the CCWD Personnel Manual and possible recommendation regarding preparing a Request For Proposal (RFP) for a salary and benefit survey ([attachment](#))
- D. Discussion and direction to staff regarding CCWD Advisory Committees ([attachment](#))

9) AGENDA ITEMS / DIRECTOR COMMENTS / MEETINGS ATTENDED

10) ADJOURNMENT

APPENDICES

- **Advisory Committee Meetings**
 - Meeting of the San Francisco Public Utilities Commission Policy Advisory and Future Water Resources Committee
 - September 10, 2007- (*Agenda Item 5C*)
 - September 19, 2007 - (*Agenda Item 6B*)
 - Personnel Committee
 - October 1, 2007 - (*Agenda Item 8C*)

- **Superintendent of Operations/Acting General Manager Meetings**
 - Denniston Storage Tank Kickoff – September 6, 2007 – (*Agenda Item 6A*)
 - Operations & Maintenance Staff Meeting – September 11th and 25th
 - Safety Committee – September 11, 2007 – (*Agenda Item 6A*)
 - SFPUC Water Quality Meeting – September 12, 2007
 - LAFCO Municipal Service Review Meeting – September 13th and 26th and October 1, 2007
 - Meeting with David Dickson – September 14, 2007
 - All Employee Meeting – September 19, 2007 – (*Agenda Item 6A*)
 - Integrated Watershed Management Plan Workgroup Conference Call – September 19, 2007 – (*Agenda Item 6B*)
 - AMR Project Kickoff meeting with National Meter & Instrumentation Company – September 20, 2007 – (*Agenda Item 6A*)
 - Capital Improvement Program Status Review – September 25, 2007
 - CEQA Seminar – September 28, 2007 – (*Agenda Item 6A*)
 - Administrative Staff Meetings – Weekly – 9-17-07 through 10-01-07
 - California Department of Health Services Annual Inspection – October 4, 2007 – (*Agenda Item 6A*)

- **Public Outreach/Program Development/Water Resources Analyst's Meetings:**
 - Pilarcitos Integrated Watershed Management Plan Meeting – September 10, 2007 – (*Agenda Item 5C*)
 - Urban Drought Workshop – California Urban Water Conservation Council and the California Department of Water Resources – September 13, 2007 – (*Agenda Item 5B*)
 - Coastside Eco-Energy Expo and Solar Home Tour – September 15, 2007 – (*Agenda Item 5B*)
 - Pilarcitos Integrated Watershed Management Plan – September 19, 2007 – (*Agenda Item 5A*)

- San Francisco Public Utilities Commission (SFPUC)
Public Hearing – Environmental Review of the
SFPUC’s Water System Improvement Program –
Program Environmental Impact Report Draft –
September 19, 2007 – (*Agenda Item 5A*)
- Bay Area Water Supply & Conservation Agency
(BAWSCA) – Board of Directors Meeting – September
20, 2007 – (*Agenda Item 5A*)
- Bay Area Water Supply & Conservation Agency
(BAWSCA) – Technical Advisory Committee (TAC) –
October 4, 2007 – (*Agenda Item 5A*)

- **Director Meetings/Conferences Scheduled or Attended**
 - Director Ascher
 - Association of California Water Agencies
(ACWA) – Region 5 Meeting/Reception –
September 16-17, 2007 – Cambria, CA
 - LAFCO – Municipal Service Review Meeting
with District Staff Members – September 13, 2007
and October 1, 2007
 - ACWA 2007 Fall Conference & Exhibition –
November 27-30, 2007 – Indian Wells
 - Director Feldman
 - California Special District’s Association (CSDA)
38th Annual Conference – October 1-4, 2007 –
Monterey, CA

**Coastside County Water District Press Release:
David Dickson is the new General Manager of the District**

September 27, 2007

Coastside County Water District (CCWD) is pleased to announce the appointment of David Dickson as General Manager of the District. David brings a strong technical background and over 30 years experience in water and wastewater utility management to the Coastside. David previously served for six years as Manager of the Sewer Authority Mid-Coastside. While there he worked with the SAM Board and member agencies to complete a \$22 million project that modernized SAM's facilities to bring them into compliance with current environmental standards. David comes to CCWD from his position as North Western States Area Manager for Veolia Water North America where he was responsible for overseeing 16 separate utility operations in California, Nevada, and Arizona with 150 employees.

David grew up in the Bay Area and attended Stanford University where he earned undergraduate and advanced degrees in biology and civil engineering. He is a certified treatment plant operator, holding the highest level of California certification. David brings a unique skill set to the district with a strong academic background, hands on operating experience, and extensive management experience within both public and private utility sector.

Upon accepting the position David said, "Coastside County Water District faces significant challenges in ensuring a future of safe, clean water for its customers as climate change, expanding population and increasing regulation continue to put pressure on California's water suppliers. I am pleased to be returning to the coast side, and I look forward to working with the District's staff, the Board of Directors, and the community to meet these challenges."

Jim Larimer, President of the Board said "We encourage everyone within the Coastside County Water District service area and community to join with the CCWD Board of Directors in welcoming David Dickson back to our Community"

David's first day with the District will be Monday October 15, 2007

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10062	SMI04	KRISTOFFER SMITH	09/07/2007	0.00	719.98
10063	SMI04	KRISTOFFER SMITH	09/07/2007	0.00	3,702.38
10064	ALV01	ALVES PETROLEUM, INC.	09/07/2007	0.00	1,716.88
10065	ATT01	AT&T MOBILTY	09/07/2007	0.00	600.01
10066	BAS01	BASIC CHEMICAL SOLUTION, LLC	09/07/2007	0.00	3,345.11
10067	COA 15	COASTSIDE NET, INC	09/07/2007	0.00	59.95
10068	HAR03	HARTFORD LIFE INSURANCE CO.	09/07/2007	0.00	1,823.00
10069	KAI01	KAISER FOUNDATION HEALTH	09/07/2007	0.00	8,353.00
10070	PAC02	PACIFICA CREDIT UNION	09/07/2007	0.00	687.00
10071	VAL01	VALIC	09/07/2007	0.00	1,495.00
10072	CAL32	CALTRANS OFFICE OF PERMITS	09/13/2007	0.00	492.00
10073	CIT 01	CITY OF HALF MOON BAY	09/13/2007	0.00	117.00
10074	PAC 01	PACIFIC GAS & ELECTRIC CO.	09/13/2007	0.00	52,315.25
10075	UNI08	UNION BANK OF CALIFORNIA, N.A.	09/13/2007	0.00	322,568.62
10076	ALL04	ALLIED WASTE SERVICES #925	09/21/2007	0.00	205.65
10077	ASS01	ACWA SERVICES CORPORATION	09/21/2007	0.00	14,693.02
10078	CIT 01	CITY OF HALF MOON BAY	09/21/2007	0.00	52,775.00
10079	HAR03	HARTFORD LIFE INSURANCE CO.	09/21/2007	0.00	1,823.00
10080	MET06	METLIFE SBC	09/21/2007	0.00	1,122.52
10081	PAC02	PACIFICA CREDIT UNION	09/21/2007	0.00	637.00
10082	VAL01	VALIC	09/21/2007	0.00	1,495.00
10083	ADP01	ADP, INC.	09/25/2007	0.00	409.05
10084	AIR01	AIR & TOOL ENGINEERING CO.	09/25/2007	0.00	2,590.42
10085	AND01	ANDREINI BROS. INC.	09/25/2007	0.00	4,935.80
10086	ANG01	ANGELO'S MUFFLER	09/25/2007	0.00	199.00
10087	ATC01	ATCHISON, BARISONE	09/25/2007	0.00	6,879.86
10088	AZT01	AZTEC GARDENS	09/25/2007	0.00	190.00
10089	BAS01	BASIC CHEMICAL SOLUTION, LLC	09/25/2007	0.00	7,675.13
10090	BAY07	BAY AREA WATER SUPPLY &	09/25/2007	0.00	1,948.69
10091	BAY10	BAY ALARM COMPANY	09/25/2007	0.00	675.00
10092	BEN01	BENTLEY SYSTEMS INC	09/25/2007	0.00	624.75
10093	BFI02	BFI OF CALIFORNIA, INC.	09/25/2007	0.00	87.00
10094	BLU01	BPS REPROGRAPIC SERVICES	09/25/2007	0.00	2,091.02
10095	BUF01	BUFFINGTON, LEE	09/25/2007	0.00	785.36
10096	CAL15	CALIFORNIA URBAN WATER	09/25/2007	0.00	434.07
10097	CAL31	CALIFORNIA OVERNIGHT	09/25/2007	0.00	421.52
10098	CAR02	CAROLYN'S CLEANING SERVICE	09/25/2007	0.00	425.00
10099	COA19	COASTSIDE COUNTY WATER DIST.	09/25/2007	0.00	194.37
10100	DAT01	DATAPROSE	09/25/2007	0.00	1,888.14
10101	DIR01	DIRECT SAFETY COMPANY	09/25/2007	0.00	198.52
10102	EIP 01	EIP ASSOCIATES, INC.	09/25/2007	0.00	5,651.96
10103	FIS01	FISHER SCIENTIFIC	09/25/2007	0.00	1,003.28
10104	GRA 01	GRANDFLOW, INC.	09/25/2007	0.00	285.60
10105	GRA 03	GRAINGER, INC.	09/25/2007	0.00	564.61
10106	HAL 01	HMB BLDG. & GARDEN INC.	09/25/2007	0.00	28.85
10107	HAL04	HALF MOON BAY REVIEW	09/25/2007	0.00	613.00
10108	HOL10	HOLMAN & ASSOCIATES	09/25/2007	0.00	8,586.02
10109	HOM01	HOME DEPOT	09/25/2007	0.00	533.65
10110	IRO01	IRON MOUNTAIN	09/25/2007	0.00	201.69
10111	IRV01	IRVINE, DAVID E.	09/25/2007	0.00	945.00
10112	IRV02	IRVINE, DAVID E.	09/25/2007	0.00	1,014.84
10113	JMT01	JM TURNER ENGINEERING, INC	09/25/2007	0.00	2,090.50
10114	KEY01	KEY INSTRUMENTS	09/25/2007	0.00	727.80
10115	LAN04	RICOH AMERICAS CORPORATION	09/25/2007	0.00	784.35
10116	LIE01	LIEBERT CASSIDY WHITMORE	09/25/2007	0.00	1,809.00
10117	LOR01	LORMAN EDUCATION SERVICES	09/25/2007	0.00	329.00
10118	MCT01	MCTV6	09/25/2007	0.00	840.00
10119	MIS01	MISSION UNIFORM SERVICES INC.	09/25/2007	0.00	1,019.28
10120	MMB01	M & M BACKFLOW METER MAINT	09/25/2007	0.00	100.00
10121	NOR04	NORM ARMSTRONG ROOFING, INC.	09/25/2007	0.00	3,411.00
10122	OCC01	OCCU-MED, LTD	09/25/2007	0.00	45.00
10123	OCE04	OCEAN SHORE CO.	09/25/2007	0.00	1,021.49

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10124	OFF01	OFFICE DEPOT	09/25/2007	0.00	134.11
10125	PAU 01	PAULO'S AUTO CARE	09/25/2007	0.00	466.03
10126	PHI01	LESLIE PHIPPS	09/25/2007	0.00	124.00
10127	PIT 02	PITNEY BOWES INC.	09/25/2007	0.00	198.70
10128	PIT04	PITNEY BOWES	09/25/2007	0.00	465.75
10129	PRY01	FRED PRYOR SEMINARS &	09/25/2007	0.00	179.00
10130	ROB 01	ROBERTS & BRUNE CO.	09/25/2007	0.00	6,316.42
10131	ROG01	ROGUE WEB WORKS, LLC	09/25/2007	0.00	225.00
10132	SAN 03	SAN FRANCISCO WATER DEPT.	09/25/2007	0.00	178,998.20
10133	SBC02	AT&T	09/25/2007	0.00	1,037.05
10134	SBC03	AT&T LONG DISTANCE	09/25/2007	0.00	40.11
10135	SER03	SERVICE PRESS	09/25/2007	0.00	769.12
10136	SIE 02	SIERRA CHEMICAL CO.	09/25/2007	0.00	3,577.90
10137	TAI02	TAIT ENVIRONMENTAL SYSTEMS	09/25/2007	0.00	200.00
10138	TET 01	JAMES TETER	09/25/2007	0.00	22,125.90
10139	TIM01	TIM'S TREE SERVICE	09/25/2007	0.00	1,000.00
10140	UB*00394	JOHN CADE	09/25/2007	0.00	10.67
10141	UB*00395	BILLIE SORIANO	09/25/2007	0.00	31.15
10142	UB*00396	GEORGE REMSBERG	09/25/2007	0.00	52.30
10143	UB*00397	PATRICK FAIRLEY	09/25/2007	0.00	75.99
10144	UB*00398	BRIAN/TAMMY VON ALMEN	09/25/2007	0.00	6.00
10145	UB*00399	SARA KRIER	09/25/2007	0.00	11.05
10146	UB*00400	LINDA GAGLIANI	09/25/2007	0.00	49.07
10147	UB*00401	PAMELA GALLIGAN	09/25/2007	0.00	29.93
10148	UB*00402	FRIENDLY ACRES	VOID 09/25/2007	1,086.40	0.00
10149	UB*00403	LISA DARLING DANIEL GRANT	09/25/2007	0.00	66.46
10150	UB*00404	FRANK LOVEJOY COVERSON	09/25/2007	0.00	16.12
10151	UNI 07	UNITED STATES POSTAL SERV.	09/25/2007	0.00	600.00
10152	WES11	WEST COAST AGGREGATES, INC.	09/25/2007	0.00	348.20
Report Total:				1,086.40	752,159.22

**General Ledger
Period Budget Analysis**

**Coastside County Water District
September 2007**

<u>Account</u>	<u>Description</u>	<u>Sept 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
REVENUE									
4120-00	Water Revenue - All Areas	623,780.34	685,465.00	(61,684.66)	(9.00)	1,669,776.78	1,794,285.00	(124,508.22)	(6.94)
4170-00	Water Taken From Hydrants	7,553.46	2,083.33	5,470.13	262.57	9,664.60	6,249.99	3,414.61	54.63
4180-00	Late Notice - 10% Penalty	5,055.98	5,000.00	55.98	1.12	13,487.83	15,000.00	(1,512.17)	(10.08)
4230-00	Service Connections	485.49	500.00	(14.51)	(2.90)	1,381.27	1,500.00	(118.73)	(7.92)
4920-00	Interest Earned	0.00	0.00	0.00	0.00	36,303.76	22,798.00	13,505.76	59.24
4925-00	Interest Revenue T&S Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4927-00	Interest Revenue Bond Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4930-00	Tax Apportionments/Cnty Checks	855.40	500.00	355.40	71.08	22,483.75	17,000.00	5,483.75	32.26
4950-00	Miscellaenous Income	5,668.64	6,000.00	(331.36)	(5.52)	23,894.22	18,000.00	5,894.22	32.75
4960-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4235-00	CSP Connection T & S Fees	0.00	0.00	0.00	0.00	10,455.00	0.00	10,455.00	0.00
4970-00	Wavecrest Reserve Conn. Fees	3,345.60	0.00	3,345.60	0.00	10,036.80	0.00	10,036.80	0.00
REVENUE Totals		646,744.91	699,548.33	(52,803.42)	(7.55)	1,797,484.01	1,874,832.99	(77,348.98)	(4.13)
EXPENSES									
5000-00	Gen. Oper. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5130-00	Water Purchased	178,998.20	137,129.00	41,869.20	30.53	335,710.50	437,269.00	(101,558.50)	(23.23)
5710-00	Deprec. Trucks, Tools, Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5230-00	Pump Exp, Nunes T P	0.00	1,239.00	(1,239.00)	(100.00)	2,931.07	4,210.00	(1,278.93)	(30.38)
5231-00	Pump Exp, CSP Pump Station	0.00	44,305.00	(44,305.00)	(100.00)	82,582.02	137,429.00	(54,846.98)	(39.91)
5232-00	Pump Exp, Trans. & Dist.	0.00	2,579.00	(2,579.00)	(100.00)	4,484.67	8,184.00	(3,699.33)	(45.20)
5233-00	Pump Exp, Pilarcitos Can.	0.00	0.00	0.00	0.00	6,999.63	0.00	6,999.63	0.00
5234-00	Pump Exp. Denniston Proj.	0.00	6,184.00	(6,184.00)	(100.00)	11,790.38	20,290.00	(8,499.62)	(41.89)
5242-00	CSP Pump Station Operations	0.00	1,825.00	(1,825.00)	(100.00)	1,368.92	5,698.00	(4,329.08)	(75.98)
5235-00	Denniston T.P. Operations	2,800.79	7,036.00	(4,235.21)	(60.19)	15,086.54	23,086.00	(7,999.46)	(34.65)
5236-00	Denniston T.P. Maintenance	726.34	2,750.00	(2,023.66)	(73.59)	4,833.34	8,250.00	(3,416.66)	(41.41)
5240-00	Nunes T P Operations	6,237.71	11,930.00	(5,692.29)	(47.71)	26,539.40	36,923.00	(10,383.60)	(28.12)
5241-00	Nunes T P Maintenance	880.68	4,033.00	(3,152.32)	(78.16)	2,456.83	12,099.00	(9,642.17)	(79.69)
5243-00	CSP Pump Station Maintenance	0.00	5,100.00	(5,100.00)	(100.00)	700.00	15,300.00	(14,600.00)	(95.42)
5245-00	Alves/Miramontes Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5400-00	Trans & Dist. Exp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5318-00	Studies/Surveys/Consulting	0.00	450.00	(450.00)	(100.00)	3,416.20	10,450.00	(7,033.80)	(67.31)
5321-00	Water Conservation	10.81	4,458.33	(4,447.52)	(99.76)	5,392.40	13,374.99	(7,982.59)	(59.68)
5322-00	Community Outreach	280.00	2,022.50	(1,742.50)	(86.16)	990.00	6,067.50	(5,077.50)	(83.68)
5500-00	General Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5620-00	Office Supplies & Expense	3,900.11	9,279.16	(5,379.05)	(57.97)	21,649.36	27,837.48	(6,188.12)	(22.23)
5621-00	Computer Services	909.70	4,464.16	(3,554.46)	(79.62)	10,488.36	11,292.48	(804.12)	(7.12)

**General Ledger
Period Budget Analysis**

September 2007

<u>Account</u>	<u>Description</u>	<u>Sept 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
5625-00	Meetings / Training / Seminars	958.96	2,333.33	(1,374.37)	(58.90)	4,327.52	6,999.99	(2,672.47)	(38.18)
5630-00	Insurance	27,567.69	32,844.41	(5,276.72)	(16.07)	128,102.89	114,783.23	13,319.66	11.60
5681-00	Legal	6,216.86	4,750.00	1,466.86	30.88	14,407.08	14,250.00	157.08	1.10
5682-00	Engineering	0.00	2,500.00	(2,500.00)	(100.00)	1,908.00	7,500.00	(5,592.00)	(74.56)
5683-00	Financial Services	0.00	2,941.66	(2,941.66)	(100.00)	250.00	8,824.98	(8,574.98)	(97.17)
5685-00	Board Meeting Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5686-00	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5687-00	Membership, Dues, Subscript.	200.00	4,080.41	(3,880.41)	(95.10)	6,146.50	12,241.23	(6,094.73)	(49.79)
5688-00	Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5690-00	Interest Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5700-00	San Mateo County Fees	785.36	700.00	85.36	12.19	785.36	1,200.00	(414.64)	(34.55)
5701-00	Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5705-00	State Fees	0.00	30,000.00	(30,000.00)	(100.00)	0.00	30,000.00	(30,000.00)	(100.00)
5711-00	Debt Service/Existing Bonds 1998A	0.00	0.00	0.00	0.00	235,350.61	235,485.00	(134.39)	(0.06)
5712-00	Debt Service/Existing Bonds 2006B	322,568.62	322,974.00	(405.38)	(0.13)	322,568.62	322,974.00	(405.38)	(0.13)
5713-00	Contribution to CIP & Reserves	34,310.75	34,310.75	0.00	0.00	102,932.25	102,932.25	0.00	0.00
5714-00	Transfer of Conn Fees to CSP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5725-00	Debt Issuance Amortization Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5743-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5744-00	Capital Replacement Contri.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5411-00	Salaries & Wages - Field	76,699.01	62,134.54	14,564.47	23.44	204,260.97	186,403.62	17,857.35	9.58
5610-00	Salaries/Wages - Administration	54,051.60	43,630.84	10,420.76	23.88	120,353.14	130,892.52	(10,539.38)	(8.05)
5640-00	Employees Retirement Plan	63,526.76	27,298.00	36,228.76	132.72	75,005.88	81,894.00	(6,888.12)	(8.41)
5684-00	Payroll Tax Expense	10,017.72	7,660.46	2,357.26	30.77	24,834.14	22,981.38	1,852.76	8.06
5412-00	Maintenance - General	9,580.49	12,048.00	(2,467.51)	(20.48)	29,744.92	36,144.00	(6,399.08)	(17.70)
5414-00	Motor Vehicle Expense	675.84	4,208.33	(3,532.49)	(83.94)	8,625.96	12,624.99	(3,999.03)	(31.68)
5415-00	Maintenance - Well Fields	0.00	1,376.00	(1,376.00)	(100.00)	350.92	4,128.00	(3,777.08)	(91.50)
5745-00	CSP Connect. Reserve Contribu.	0.00	0.00	0.00	0.00	10,455.00	0.00	10,455.00	0.00
5746-00	Wavcrest CSP Connt. Reserve	3,345.60	0.00	3,345.60	0.00	10,036.80	0.00	10,036.80	0.00
EXPENSE Total		805,249.60	840,574.88	(35,325.28)	(4.20)	1,837,866.18	2,110,019.64	(272,153.46)	(12.90)
REVENUE Total		646,744.91	699,548.33	(52,803.42)	(7.55)	1,797,484.01	1,874,832.99	(77,348.98)	(4.13)
EXPENSE Total		805,249.60	840,574.88	(35,325.28)	(4.20)	1,837,866.18	2,110,019.64	(272,153.46)	(12.90)
INCOME Total		(158,504.69)	(141,026.55)			(40,382.17)	(235,186.65)		

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

September 30, 2007

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FNB</u>						
OPERATING ACCOUNT			\$67,428.56			\$67,428.56
CSP T&S ACCOUNT					\$979,771.21	\$979,771.21
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$67,428.56	\$0.00	\$979,771.21	\$1,047,199.77
CASH WITH L.A.I.F	\$297,900.00	\$700,000.00	\$1,647,775.85	\$267,655.14	\$2,852,661.10	\$5,765,992.09
UNION BANK - Project Fund Balance			\$5,102,379.70			\$5,102,379.70
CASH ON HAND	\$2,100.00					\$2,100.00
TOTAL DISTRICT CASH BALANCES	\$300,000.00	\$700,000.00	\$6,817,584.11	\$267,655.14	\$3,832,432.31	\$11,917,671.56
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 67,460.49				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 67,460.49				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next three months.</i>						

**COASTSIDE COUNTY WATER DISTRICT
CRYSTAL SPRINGS PROJECT
CAPITAL PROJECTS FY 07/08**

September-07

<u>PROJECT</u>	<u>Actual to date</u>	<u>FY 07/08 CIP Budget</u>	<u>% Completed</u>
El Granada Pipeline Phase 3 1128-03	\$74,463	\$2,701,000	2.8%
Contingency		\$100,000	
TOTALS	\$74,463	\$2,801,000	2.7%

<i>Carryover from FY 06/07</i>	<i>Actual - Ending</i>	
	<i>30-Jun-07</i>	<i>FY 06/07 Budget</i>
	\$260,002	\$1,000,000

COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

DATE: SEPTEMBER 2007

DESCRIPTION	ACCT NO	CONTRACT AMOUNT	FY 07/08 ACTUAL TO DATE	FY 07/08 CIP BUDGET
-------------	---------	--------------------	-------------------------------	------------------------

PIPELINE PROJECTS

Main Street/Hwy 92 Widening Project (Non-CSP Portion)	1120-93		\$154,823	\$650,000
---	---------	--	-----------	-----------

WATER TREATMENT PLANTS

Nunes Filter Media Replacement	1121-25		\$6,928	\$100,000
Nunes WTP- Filter BW Stations	1118-10			\$15,000
Nunes WTP -Raw Water Turbidimeter	1118-10		\$4,588	\$10,000
Nunes UST removal and replaced with AGST	1118-10			\$60,000
Nunes WTP -Plant Lighting	1118-10			\$15,000
Nunes WTP - Filter, BW, and SW Flow Meters Replacement	1118-10			\$12,000
Nunes WTP - Head Loss System Replacement	1118-10			\$15,000
Denniston WTP- Alarm Annunciator Panel	1118-11			\$3,000
Denniston WTP- Filter Valve Replacement	1118-11			\$75,000
Denniston WTP- Honeywell Recorder	1118-11			\$7,000
Denniston WTP- Filter Flow Meters	1118-11			\$6,000

FACILITIES & MAINTENANCE

Denniston Restoration	1120-03		\$671	\$26,000
Meter Pilot Program	1121-41			\$40,000
Meter Change Program	1117-06		\$261	\$16,000
City & County Projects (resurfacing/raising boxes)	1120-86			\$31,000
Replace shop roof	1118-01		\$4,169	\$8,000

EQUIPMENT PURCHASE & REPLACEMENT

COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

Vehicle Replacement	1118-04			\$40,000
Computer System	1118-02		\$1,015	\$15,000
Office Equipment/Furniture	1118-02		\$5,380	\$20,000
SCADA/Telemetry	1121-82		\$659	\$125,000
New tapping machine	1118-03			\$6,000
Front-end Loader with Scraper Box	1118-04			\$50,000
Portable trailer light stand	1118-03		\$8,119	\$12,000
Valve and vacuum trailer	1118-04			\$50,000

PUMP STATIONS / TANKS / WELLS

Replace tunnel air transport line	1118-12			\$100,000
Sump Pump in main line vault at Crystal Springs	1118-12			\$3,000
Crystal Springs Soft Starts P1 and P3	1118-12			\$45,000
Well Rehabilitation				\$80,000
Cahill Tank - Exterior paint and ladder replacement				\$160,000
PRV Valves Replacement Project				\$20,000
Wells- Flow Meter and Chart Recorders				\$25,000
CSP Motor and Pump Rehabilitation	1121-30			\$50,000

DENNISTON WTP (PRIORITY) IMPROVEMENTS

Denniston Short Term WTP Modifications - Subproject				\$842,000
DENNISTON STORAGE TANK MODIFICATION PROJECT	1121-40		\$2,293	\$686,000

NUNES WTP (PRIORITY) IMPROVEMENTS

Nunes WTP Short Term Modifications - Subproject				\$809,000
---	--	--	--	-----------

COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

NON-BUDGETED ITEMS (CAPITAL EXPEDITURES)

- SAMPLE STATION (8/07)	1118-03	\$3,011
- BOAT W/OARS (8/07)	1118-11	\$2,152
- Drilling/Tapping Machine (9/07)	1118-03	\$4,171
- Air Powered Cut Off Saw (9/07)	1118-03	\$2,590

TOTALS

\$200,828

\$4,227,000

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

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

Month	Admin (General Legal Fees)	CSP	Transfer Program	CIP	Personnel	Lawsuits 62% Reimbursable	Infrastructure Project Review (Reimbursable)	TOTAL
--------------	---	------------	-----------------------------	------------	------------------	---	--	--------------

Oct-06	5,997	1,580	156	39	117	1,133	59	9,080
Nov-06	4,624	15	117	332	176	1,023		6,286
Dec-06	3,757	59		1,073	878	161		5,926
Jan-07	2,873		78	1,326	546			4,823
Feb-07	11,922	1,443		2,262	176		117	15,920
Mar-07	6,045	2,033		1,428	1,170			10,676
Apr-07	4,857	800	156	488	312			6,612
May-07	3,531	1,014	234	566	878		293	6,515
Jun-07	2,716	449	234	117	1,806			5,322
Jul-07	4,386	98	117	98	605	3		5,305
Aug-07	4,363	907	156	98	2,223			7,746
Sep-07	6,119	585			176			6,879

TOTAL	61,190	8,980	1,248	7,824	9,060	2,320	468	91,090
--------------	---------------	--------------	--------------	--------------	--------------	--------------	------------	---------------

**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
Oct-06	924	5,507	3,328	13,361	76	23,196	76
Nov-06	1,938	2,414	2,103	16,217		22,672	
Dec-06	924	684		3,703		5,311	
Jan-07	1,532	2,387	456	11,078		15,453	
Feb-07	1,684	3,544	1,064	5,690	684	12,665	684
Mar-07	2,095	867	532	13,605	1,286	18,384	533
Apr-07	3,623	530		11,127	1,961	17,240	152
May-07	1,228	13,388		3,965		18,581	
Jun-07	1,456	4,945		15,097		21,498	
Jul-07	2,507	15,158	659	2,175		20,499	
Aug-07	954	8,400		6,548		15,901	
Sep-07	954	4,033		16,982	157	22,126	157
TOTAL	19,817	61,856	8,142	119,548	4,164	213,527	1,602

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL CLOSED SESSION

Tuesday, September 11, 2007 - 5:30 p.m.

1) CLOSED SESSION

A. Conference with Labor Negotiators

Agency Designated Representative: Legal Counsel
Employees: Administrative Assistant, Office Manager,
Superintendent of Operations, Public Outreach/Program
Development/Water Resources Analyst

B. Conference with Labor Negotiator (Gov. Code Section 54957.6)

Designated Representative: Board President Jim Larimer
Unrepresented Employees - General Manager

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

Property: Vacant land on north side of Magellan Ave opposite the terminus of
The Crossways, in unincorporated San Mateo County (APN 048-021-130)
Property Owners: Martha E. Bishop, as to an undivided one-third (1/3) interest;
Robert E. and Helen J. Carey, Trustees of the Isabella Trust dated November 6,
2001, as to an undivided one-third (1/3) interest and Philomena, LLC, as to an
undivided one-third (1/3) interest
Agency Negotiator: Legal Counsel
Negotiating Parties: District and Property Owners
Subject Matter: Price and terms of acquisition of a temporary construction easement

Property: Vacant land commonly known as "Mirada Surf
Property" in unincorporated San Mateo County along
Santiago Avenue in El Granada
Property Owner: County of San Mateo
Agency Negotiator: Legal Counsel
Negotiating Parties: District and Property Owner
Subject Matter: Price and terms of acquisition of pipeline easement

2) RECONVENE TO OPEN SESSION

The Closed Session convened at 5:00 p.m. with President Larimer and Directors Ascher, Mickelsen, Coverdell and Feldman and Legal Counsel, Anthony Condotti. The meeting reconvened to open session at approximately 7:07 p.m.

President Larimer stated that the Board had just completed discussion of several Closed Session items and stated that there was no reportable action, other than the fact that Closed Session item 1A would be discussed later during the Open Session, under agenda item 8B.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

September 11, 2007

- 1) ROLL CALL:** President Larimer called the meeting to order at 7:07p.m. Present at roll call were Directors Ken Coverdell, Chris Mickelsen, Bob Feldman, and Everett Ascher.

Also present were; Tony Condotti, Legal Counsel; Joe Guistino, Acting General Manager/Superintendent of Operations; Cathleen Brennan, Public Outreach/Program Development /Water Resources Analyst; JoAnne Whelen, Administrative Assistant /Recording Secretary, and Gina Brazil, Office Manager.

- 2) PLEDGE OF ALLEGIANCE** - Everyone stood for the Pledge of Allegiance.
- 3) PUBLIC ANNOUNCEMENTS** - There were no announcements from the public.

4) CONSENT CALENDAR

- A. Requesting the Board to review disbursements for the month ending August 31, 2007 – Claims: \$727,663.59 Payroll: \$61,315.27 for a total of \$788,978.86
- B. Acceptance of Financial Reports
- C. Minutes of the August 21, 2007 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
- G. August 2007 Leak Report
- H. Rainfall Reports
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for August 2007
- J. Engineering Projects Received for Review during August 2007
- K. Acceptance of Magellan Avenue (048-021-230) – Non Complex Pipeline Extension

Director Feldman announced that he had reviewed the monthly financial claim reports and found all to be in order.

ON MOTION by Director Ascher and seconded by Director Feldman, the Board voted as follows to accept the Consent Calendar in its entirety:

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

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

A. Monthly Water Resources Report

Ms. Brennan referenced her written staff report and reported on a few of her activities that had transpired over the past month. She provided details of her attendance at the San Francisco Public Utilities (SFPUC) Wholesale Customer Quarterly Meeting on System Operations and at a presentation on an infrastructure (water system improvement) project by the City of Mountain View.

Ms. Brennan also reported on the results of the recent Bay Area Water Supply and Conservation Agency (BAWSCA) Technical Advisory Committee (TAC) meeting and the presentation provided at the Bay Area Water Conservation Coordinators Meeting.

Additionally Ms. Brennan reported on the San Francisco Public Utilities (SFPUC) recent research on meter reading technology and provided a memo summarizing their findings. The Board discussed the advantages of the technology and President Larimer requested that staff obtain copies from SFPUC of all associated reports relating to this research on meter reading technology. Additionally, President Larimer proposed that he would like to see a future Board agenda item on the subject, which would include a Resolution requiring that every new structure and possibly the upgrade of a structure in the community be converted to an automatic reading meter device. The Board and staff engaged in further discussion of this concept and it was decided that staff would present this matter again after the pilot program had been in place for a period of time, with ample time to analyze and evaluate the benefits of the system. Mr. Condotti recommended that this proposal be analyzed extensively, due to the fact that some type of construction projects have little or no impact on water systems, and there should be distinction between a construction project that intensifies the impact on the water system or requires a meter upgrade and a project that has no bearing on water usage. President Larimer suggested that this matter be agendized for a future Board meeting with a recommendation provided by staff at that time.

Ms. Brennan added that the District is obligated to submit a formal written meter plan to the California Urban Water Council by July 2008 and this would have an impact on that report, and noted that she sees these two issues happening simultaneously. President Larimer suggested that discussion of the proposed Resolution be placed on the April 2008 agenda for discussion, so that any conclusions from this discussion can be incorporated in the meter plan to be submitted in July 2008.

Ms. Brennan summarized the remainder of her monthly activities.

B. Water Shortage & Drought Contingency Plan – Monthly Update Report

Ms. Brennan provided details of her updated Public Outreach activities.

C. Advisory Committee Reports

- Meeting of the San Francisco Public Utilities Commission Policy Advisory and Future Water Resources Committee – (Directors Mickelsen & Feldman; Staff: Joe Guistino & Cathleen Brennan) –
 1. August 24, 2007 – Information item
 2. August 29, 2007

Ms. Brennan reported on the results of these two committee meetings, advising the Board that the committee recommends supporting the efforts of investigating the alternatives of creating a sub-region of the San Francisco Bay Area Integrated Regional Water Management Plan (IRWM) or creating a separate Coastside Region IRWM Plan and that this recommendation includes a financial contribution of up to three thousand dollars (\$3,000.) plus staff time and other resources to pursue this.

Directors Feldman and Mickelsen elaborated on this recommendation and reiterated the value of exploring these options for this minimal cost. Discussion ensued, with authorization provided by the Board to the Acting General Manager to commit \$3,000.00 and staff time and other resources to investigate the alternatives of creating a sub-region of the San Francisco Bay Area IRWM Plan.

- Meeting of the External Affairs Committee – (Directors Mickelsen and Ascher; Staff: Joe Guistino and Cathleen Brennan) – August 23, 2007
 1. Association of California Water Agencies (ACWA) Region 5 - Election for 2008-2009 Term
 2. ACWA - Committee Consideration
 3. California Special District's Association (CSDA) Board of Directors Election 2007
 4. CSDA Committee and Volunteer Interest Form

Ms. Brennan referenced her written report providing the results and recommendations from this committee meeting for each of the four discussion items.

ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted as follows to accept the Committee's recommendation that the Board concur with the ACWA Region 5 Nominating Committee's recommended slate:

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

ON MOTION by Director Ascher and seconded by Director Mickelsen, the Board voted as follows for the Board to consider nominating Director Everett Ascher for the ACWA Local Government Committee:

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

ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted as follows for the Board to consider casting a ballot for Sherry Sterrett for Region 3 of the CSDA Board of Directors Election 2007:

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

ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted as follows for the Board to consider nominating Director Everett Ascher for appointment to a CSDA Special Committee:

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

President Larimer inquired about the status of the District's review comments to be submitted to the Bay Area Water Supply & Conservation Agency (BAWSCA) in regards to the San Francisco Public Utilities Commission (SFPUC) Program Environmental Impact Report (EIR). Ms. Brennan reported that she is working with Mr. Guistino on the draft comments, which currently includes approximately nine pages, and would be submitted with a cover letter. She advised that she had submitted her draft comments to Director Mickelsen for review and Mr. Guistino indicated that he would discuss the project with Mr. Teter and obtain his review comments.

Director Mickelsen added that he had reviewed Ms. Brennan's and Mr. Guistino's comments and found them to be in line and was pleased with the emphasis in maintaining the District's best interests.

Director Feldman complimented Ms. Brennan on her thorough, well thought out and professional response submitted regarding the integrated watershed management plan for Pilarcitos Creek, noting the he felt it was the best product submitted out of all the other agency comments. He stated that he felt that Ms. Brennan was doing an excellent job of watching out for the District's best interests, and reported that he noted that the document that she reviewed and provided comments consisted of over three thousand pages.

Director Ascher congratulated Ms. Brennan on her superb monthly agenda reports, stating that all information was thorough and complete, all questions answered precisely in a very easy to understand manner.

Director Feldman added that he felt that the recent article Ms. Brennan had participated in for the Half Moon Bay Review was presented as an outstanding discussion of conservation and the Crystal Springs situation. He stated that the information provided for the article was well covered and articulated the needs of the community in regards to conservation.

President Larimer added that the Board is very pleased with the way Ms. Brennan is handling these issues and reiterated that Ms. Brennan is empowered and authorized to speak on behalf of the District on these issues and at these meetings.

6) **SUPERINTENDENT OF OPERATION'S REPORT**

A. **Superintendent of Operations Monthly Report**

Mr. Guistino referenced his written staff report, noting a few monthly highlights including the Denniston Storage Tank Modification and El Granada Pump Station Modification Projects, and the Nunes Filter Rinse Valves. He also reported that the first stage of the annual inspection from the State Department of Health Services is scheduled for the first week of October, followed by a second full day later in the month. He advised that the water treatment plants are in top-notch shape and he is looking forward to the inspections.

7) **DISTRICT ENGINEER'S REPORT**

A. **Phase 3 El Granada Pipeline Replacement Project**

Mr. Teter informed the Board that sixteen sets of contract documents had been distributed to date and that he expected an excellent response to the request for bids, scheduled to be opened on October 2, 2007. He also informed that all bid information is additionally available electronically, which has been very beneficial, especially to the interested sub-contractors. He also advised that the last encroachment for the project had now been received and noted that bid results would be available at the October Board meeting, followed by an award of contract, with work possibly starting within approximately six weeks, possibly during the middle of November 2007.

B. District Engineer Work Status Report

Mr. Teter referenced his written staff report and provided updates on the progress of the Water Treatment Plant Short-Term Improvement projects.

C. Addendum to Agreement with J.M. Turner Engineering, Inc. to Perform Structural Design Services for the Denniston WTP Modifications Portion of the Short-Term Water Treatment Plant Improvements Project

Mr. Teter explained that he is recommending that the Board direct the District Legal Counsel to prepare an Addendum to the District's Professional Services Agreement with J.M. Turner Engineering, Inc. to perform structural design services for the Denniston WTP Modifications Portion of the Short-Term Water Treatment Plant Improvements Project.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows to direct the District Legal Counsel to prepare an Addendum to the District's Professional Services Agreement with J.M. Turner Engineering, Inc. to perform structural design services for the Denniston WTP Modifications Portion of the Short-Term Water Treatment Plant Improvements Project:

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

Director Feldman added that he enjoyed the humor and lightheartedness in regards to the photographs of the young man who "assisted" the District field crew in the installation of a new water sampling station. He stated that he thought it was wonderful public relations and enjoyed seeing the Certificate of Appreciation issued from the District to Graham Wylie for his assistance with the project.

8) **GENERAL BUSINESS**

- A. **Consider Resolution 2007-16 recognizing certain employee classifications within Operations Division as separate bargaining unit and the Teamsters Union, Local 856 as the unit's exclusive representative**

Mr. Condotti provided the background of this item, reporting that on June 19, 2007, the District received a petition from Local 856 of the Freight Checkers, Clerical Employees and Helpers Union (Teamsters), seeking formal recognition as the bargaining representative of the nine District employees occupying the following positions: Distribution Supervisor, Treatment Supervisor, Sr. Treatment Operator, three Treatment/Distribution Operators and three Maintenance Worker positions. He advised the Board that the recommended action is to approve Resolution 2007-16.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows to adopt Resolution 2007-16 recognizing certain employee classifications within Operations Division as separate bargaining unit and the Teamsters Union, Local 856 as the unit's exclusive representative:

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

- B. **Consider Resolution 2007-17 Adopting temporary salary adjustment for certain management employees pending General Manager Recruitment**

Mr. Condotti stated that this was a follow-up to the August 21, 2007 Closed Session discussion by the Board to consider a temporary salary adjustment for the Superintendent of Operations (Acting General Manager), the Office Manager, Administrative Assistant, and the Public Outreach/Program Development/Water Resources Analyst positions. He explained that the four positions had basically been assuming the duties and responsibilities of the General Manager position, since his resignation in May of 2007.

Mr. Condotti referenced the draft resolution prepared in the Board packet and recommended that the language be amended to insert the words “in the amount of twenty-five percent of current salary, commencing May 1, 2007”.

Director Coverdell requested that the record state that when the Committee members met to discuss this matter, they agreed that these four staff members have performed above and beyond the call of duty, and that due to the extra work and commitment, these four employees have stepped up and made it possible for the District to continue to function at a very high level for the past approximately four months. He expressed his appreciation to Joe Guistino, Cathleen Brennan, Gina Brazil and JoAnne Whelen for their patience, tolerance, and extra efforts and interactions during this period and stated that he found it amazing how smoothly the District has been running in the absence of a General Manager. Director Coverdell also expressed his appreciation to the field crew for stepping up as well.

Director Ascher stated that he agreed with Director Coverdell’s remarks and reiterated that he felt that these individuals had done a superb job and also added that the Board was able to offer this temporary salary adjustment within the context of the current CCWD Budget. He stated that these employees, who have stepped up and performed the additional responsibilities in this period, will be rewarded for their performance without materially affecting the budget.

President Larimer added that he was also impressed with their performance, and that many General Manager related responsibilities continued be addressed and handled, as evidenced by Ms. Brennan’s monthly staff report, listing the many tasks that have recently transpired. He acknowledged that he was aware that all of these additional functions have required a great deal of cooperation and collaboration of their parts and that it was very much appreciated.

ON MOTION by Director Ascher and seconded by Director Coverdell, the Board voted as follows to adopt Resolution 2007-17 with the inclusion of the language provided by District’s Legal Counsel, adopting temporary salary adjustment for certain management employees pending General Manager Recruitment:

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

C. **Consider Resolution Nos. 2007-18, approving quitclaim deed and 2007-19 approving agreement, deed and exchange of easements for APN 047-330-010 (Mirada Surf Parcel; Owner: County of San Mateo)**

Mr. Condotti introduced this agenda item, provided the background, and reviewed a condition requiring the relocation of an existing District easement over the Mirada Surf property, owned by the County of San Mateo. Additionally he explained the need for the Board to approve the agreement, deed and easement exchange agreement that will establish a new easement that basically goes around the edge of the property within the boundaries of an existing roadway, and so in addition to assisting the County with their long range development plans, it will result in the avoidance of the requirement to remove several large trees in the existing easement area. Mr. Condotti informed the Board that there were a few revisions to the documents contained in the Board packet and distributed the updated versions of the documents.

ON MOTION by Director Coverdell and seconded by Director Aschr, the Board voted as follows to adopt Resolution 2007-18 Approving Agreement, Deed and Exchange of Easements (047-330-010) and 2007-19 Approving Easement Quitclaim Deed (047-330-010):

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

9) **ATTORNEY'S REPORT**

A. **ACWA Legal Affairs Committee - Consideration Form Renewal**

Mr. Condotti explained that for the past year he has been serving on the Association of California Water Agencies' (ACWA) Legal

Affairs Committee as a representative of the Coastside County Water District. He added that last year the appointment was handled by the General Manager, and in the absence of a General Manager, he is requesting that the Board authorize the Board President to execute the Committee Consideration Form to allow him to continue to serve on this ACWA Legal Affairs Committee. He advised the Board that all expenses associated with participation in the Legal Affairs Committee are covered by his law firm.

ON MOTION by Director Ascher and seconded by Director Mickelsen the Board voted as follows to authorize the Board President to execute the ACWA Committee Consideration Form to allow Mr. Anthony Condotti to continue to serve on the Legal Affairs Committee:

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

10) AGENDA ITEMS AND DIRECTOR COMMENTS

President Larimer stated that the agenda format had changed somewhat, in order to place an emphasis on tracking all of the advisory committee meetings and avoiding redundancy.

Director Ascher announced that the San Mateo County Local Agency Formation (LAFCO) would be conducting a Municipal Service Review within the next three months of the local special districts in the community. He recommended to the Board that he meet with staff members to advise them in order to start preparing and organizing the materials for this Review.

Director Ascher also requested the Board to consider directing staff to institute a program or contest to design a new Coastside County Water District logo. The Board indicated that they were satisfied with the logo at this time and took no action on this suggestion.

11) ADJOURNMENT

The meeting was adjourned at 9:00 p.m. The next meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, October 9, 2007.

Respectfully submitted,

Joe Guistino, Acting General Manager

Jim Larimer, President
Board of Directors
Coastside County Water District

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

2007

Installed Water Connection Capacity	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
HMB Non-Priority													
5/8" meter	1		1	5		3	2	1	3				16
3/4" meter													0
HMB Priority													
5/8" meter													0
3/4" meter			1.5										1.5
1" meter					2.5								2.5
County Non-Priority													
5/8" meter		1	1			4		1					7
3/4" meter													0
1" meter													0
County Priority													
5/8" meter			2										2
3/4" meter													0
1" meter													0
Monthly Total	1	1	5.5	5	2.5	7	2	2	3	0	0	0	29

5/8" meter = 1 connection

3/4" meter = 1.5 connections

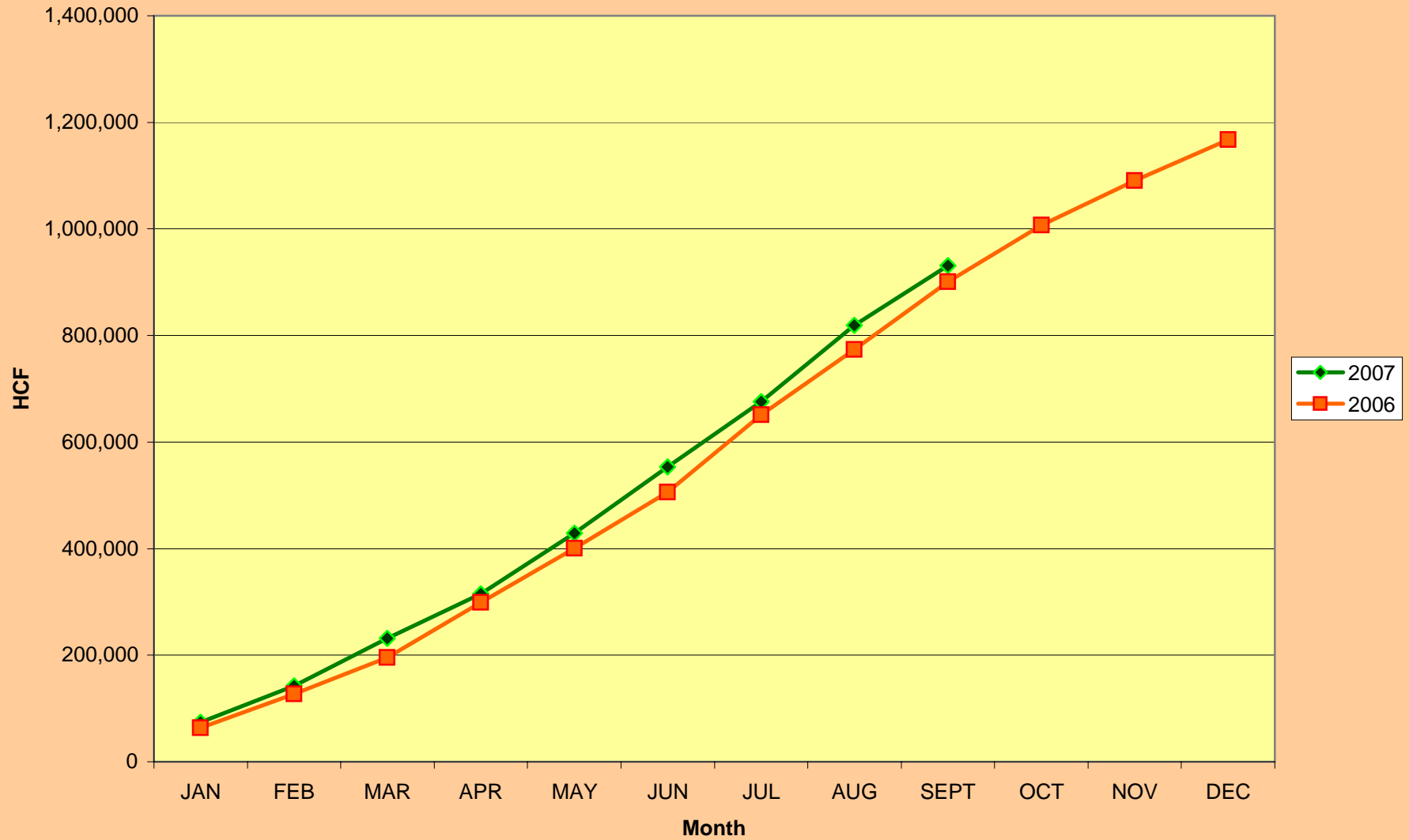
1" meter = 2.5 connections

Installed Water Meters	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Totals
HMB Non-Priority	1		1	5		3	2	1	3				16
HMB Priority			1		1								2
County Non-Priority		1	1			4		1					7
County Priority			2										2
Monthly Total	1	1	5	5	1	7	2	2	3	0	0	0	27

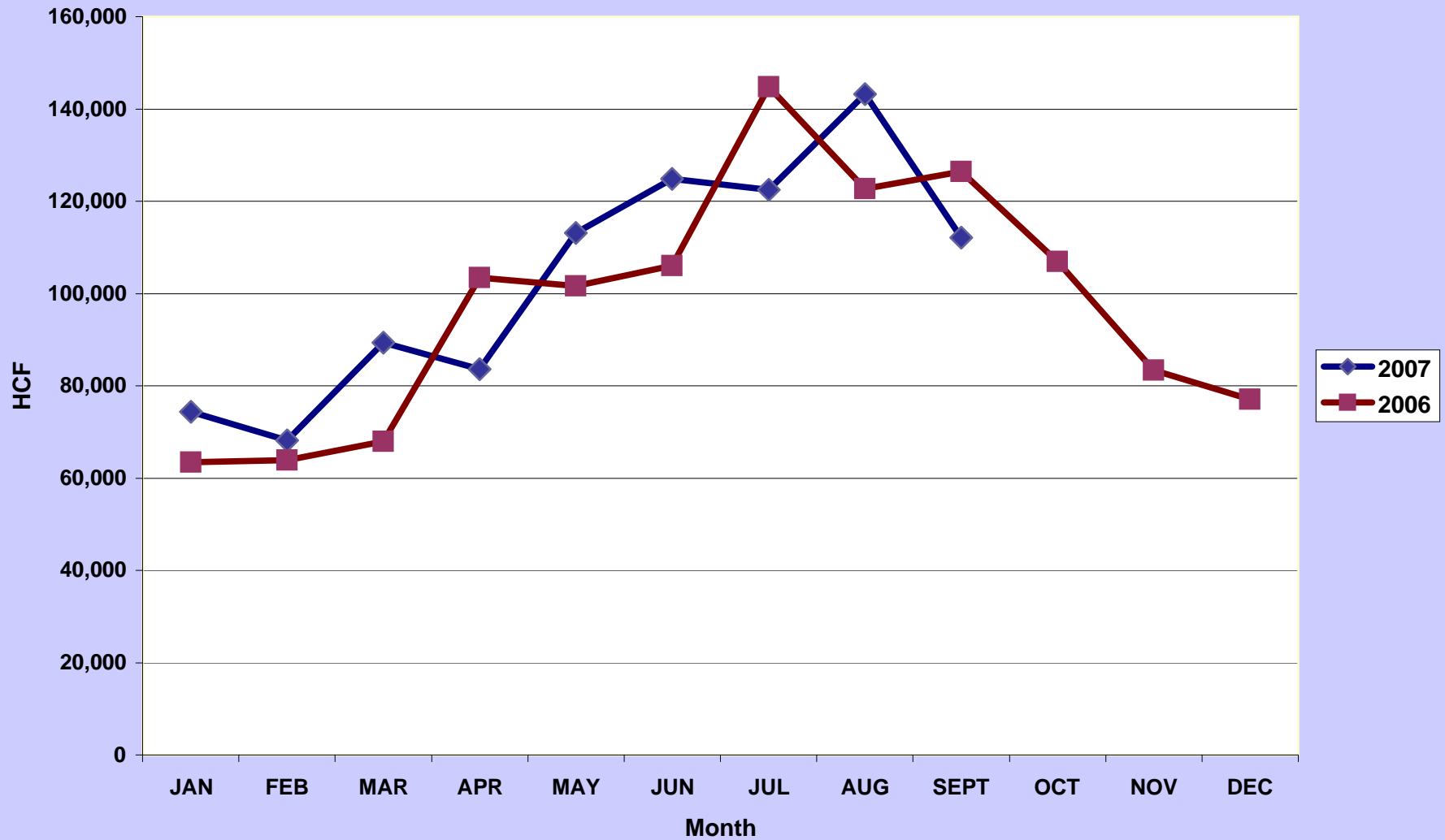
TOTAL CCWD PRODUCTION (HCF) ALL SOURCES-2007

	PILARCITOS		DENNISTON		CRYSTAL SPRINGS	SAN VIN.	RAW WATER	UNMETERED	TOTAL	
	WELLS	LAKE	WELLS	RESERVOIR	RESERVOIR	RESERVOIR	TOTAL	USAGE	HCF	MG
JAN	7,928	56,832	1,203	12,634	0	0	78,596	4,211	74,385	55.64
FEB	7,968	62,941	40	1,083	134	0	72,166	4,011	68,155	50.98
MAR	11,243	75,067	628	11,123	0	0	98,061	8,743	89,318	66.81
APR	0	68,837	628	20,321	0	0	89,786	6,176	83,610	62.54
MAY	0	89,479	2,500	22,594	6,029	0	120,602	7,460	113,142	84.63
JUN	0	20,334	3,636	21,457	85,214	0	130,642	5,829	124,813	93.36
JUL	0	0	4,184	14,559	110,508	0	129,251	6,765	122,487	91.62
AUG	0	0	5,000	15,775	129,332	0	150,107	6,845	143,262	107.16
SEPT	0	0	5,388	15,388	98,182	0	118,957	6,818	112,139	83.88
OCT	0	0	0	0	0	0	0	0	0	0.00
NOV	0	0	0	0	0	0	0	0	0	0.00
DEC	0	0	0	0	0	0	0	0	0	0.00
TOTAL HCF	27,139	373,489	23,209	134,933	429,398	0	988,168	56,858	931,310	
TOTAL MG	20.30	279.37	17.36	100.93	321.19	0.00	739.15	42.530		696.62
% TOTAL	2.7%	37.8%	2.3%	13.7%	43.5%	0.0%	100.0%	5.8%	94.2%	

CCWD CUMULATIVE PRODUCTION



2007 vs 2006 Production



COMPARISON OF SFPUC METERS WITH NUNES INFLUENT METER

		Nunes Meter	BW Return	Wells	Difference	SFPUC Pilarcitos meter	SFPUC CSP meter	Skylawn 1	SFPUC Total	SFPUC - Nunes	% difference
2006	Jun	68.76	3.3	0	65.46	45.54	20.3	0.00	65.84	0.38	0.58
2006	Jul	75.97	3.4	0	72.57	0	91.78	13.80	77.98	5.41	6.94
2006	Aug	71.56	3.42	0	68.14	0	76.55	0.00	76.55	8.41	10.99
2006	Sep	65.09	3.23	0	61.86	0	77.88	13.13	64.75	2.89	4.46
2006	Oct	57.6	3.1	0	54.50	0	64.98	0.00	64.98	10.48	16.13
2006	Nov	50.7	2.96	7.17	40.57	17.2	30.34	9.25	38.29	-2.28	-5.95
2007	Dec	49.94	3.74	7.6	38.60	45.17	0	0.00	45.17	6.57	14.55
2007	Jan	51.29	2.78	5.93	42.58	42.51	0	0.00	42.51	-0.07	-0.17
2007	Feb	48.57	2.56	5.96	40.05	47.08	0	0.00	47.08	7.03	14.93
2007	Mar	54.47	2.99	8.41	43.07	56.11	0	0.00	56.11	13.04	23.24
2007	Apr	50.28	2.49	0	47.79	51.49	0	0.00	51.49	3.70	7.19
2007	May	59	2.5	0	56.50	66.93	4.51	2.50	68.94	12.44	18.04
2007	Jun	70.71	2.64	0	68.07	15.21	63.74	0	78.95	10.88	13.78
2007	Jul	74.67	2.85	0	71.82	0	82.66	15.12	67.54	-4.28	-6.34
2007	Aug	74.46	2.86	0	71.60	0	96.74	2.4	94.34	22.74	24.10
2007	Sep	71.2	2.74	0	68.46	0	73.44	15.34	58.10	-10.36	-17.83
TOTAL		994.27	47.56	35.07	911.64	387.24	682.92	71.54	998.62	86.98	8.71

AVERAGE
All results in MG.

confluence
upstream of
meter -
subtracted
from Nunes

also
subtracted
from
Nunes
meter

sent to
Skylawn as
raw water.
Subtracted
from SFPUC
sum

Total

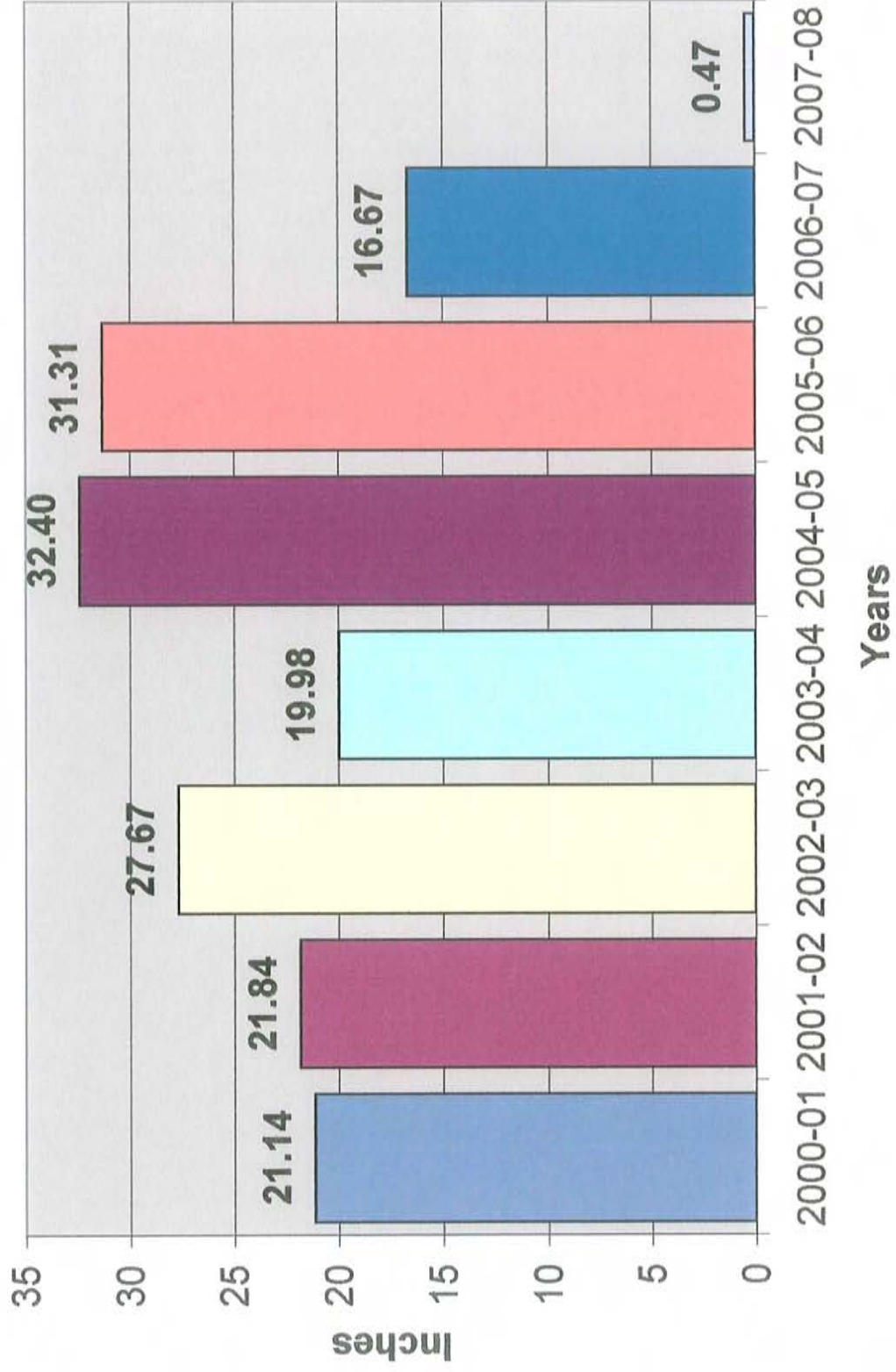
**Coastside County Water District Monthly Sales By Category (HCF)
2007**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	HCF to Date	MG to Date
RESIDENTIAL	28435	45890	25051	36631	30745	65857	44487	70773	39473				387,342	289.73
COMMERCIAL	8452	1839	7667	1468	8643	1815	11883	1858	10084				53,709	40.17
RESTAURANT	3063	1	2932	0	3016	2	3250	16	3444				15,724	11.76
HOTELS/MOTELS	6235	168	5499	167	13587	203	6695	249	8098				40,901	30.59
SCHOOLS	714	175	1031	125	1541	382	4531	229	4068				12,796	9.57
MULTI DWELL	7174	8535	6113	7722	6249	8707	7633	8816	7833				68,782	51.45
BEACHES/PARKS	385	31	550	125	1125	152	1461	101	1953				5,883	4.40
FLORAL	19687	324	19635	297	28987	342	30372	360	25007				125,011	93.51
RECREATIONAL	103	236	83	273	81	324	132	324	109				1,665	1.25
MARINE	1804	0	1305	0	1822	0	1923	0	1902				8,756	6.55
IRRIGATION	397	926	143	1186	5266	3127	33797	4446	34818				84,106	62.91
Portable Meters	0	400	146	228	0	371	0	1963	0				3,108	2.32
HCF	76,449	58,525	70,155	48,222	101,062	81,282	146,164	89,135	136,789	0	0	0	807,783	
MG	57.18	43.78	52.48	36.07	75.59	60.80	109.33	66.67	102.32	0.00	0.00	0.00		604.22

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

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	HCF to Date	MG to Date
RESIDENTIAL	26,648	37,849	22,883	37,829	27,954	67,438	40,524	79,653	43,351				384,129	287.33
COMMERCIAL	8,935	1,598	7,266	1,654	8,837	2,003	9,904	2,344	11,305				53,846	40.28
RESTAURANT	3,075	17	2,789	17	3,183	39	3,700	182	3,546				16,548	12.38
HOTELS/MOTELS	6,125	151	5,568	170	6,509	235	7,089	286	8,373				34,506	25.81
SCHOOLS	1,121	102	820	91	1,448	186	4,420	275	6,972				15,435	11.55
MULTI DWELL	6,746	7,910	5,912	7,364	6,642	9,137	7,981	9,372	8,277				69,341	51.87
BEACHES/PARKS	350	17	309	5	525	130	1,388	211	1,529				4,464	3.34
FLORAL	19,797	300	18,090	249	32,609	327	25,746	360	25,150				122,628	91.73
RECREATIONAL	144	191	121	229	85	259	103	324	146				1,602	1.20
MARINE	1,844	0	1,450	0	767	0	2,595	0	2,047				8,703	6.51
IRRIGATION	2,673	551	481	305	248	3,037	25,160	4,183	31,539				68,177	51.00
HCF	77,458	48,686	65,689	47,913	88,807	82,791	128,610	97,190	142,235	0	0	0	779,379	
MG	57.94	36.42	49.14	35.84	66.43	61.93	96.20	72.70	106.39	0.00	0.00	0.00		582.98

Rain Totals



MONTHLY CLIMATOLOGICAL SUMMARY for SEP. 2007

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	61.1	68.9	10:00a	53.9	12:00m	4.5	0.6	0.00	0.9	10.0	3:30p	SSW
2	60.4	69.6	1:30p	51.3	3:30a	5.5	1.0	0.00	1.0	11.0	4:00p	NNW
3	61.2	71.3	2:30p	51.2	5:00a	4.4	0.5	0.00	1.2	11.0	12:30p	SSW
4	65.0	74.0	1:30p	61.0	10:30p	1.3	1.3	0.03	0.7	9.0	11:30a	SSW
5	64.5	75.6	9:30a	55.8	5:30a	3.0	2.5	0.00	0.7	9.0	1:00p	SSW
6	62.7	73.7	3:00p	54.4	3:00a	4.0	1.7	0.00	1.4	15.0	4:00p	S
7	66.4	74.6	10:30a	59.4	12:30a	1.2	2.6	0.00	2.0	13.0	11:30a	SSW
8	65.1	73.5	2:00p	60.4	7:30a	1.5	1.6	0.00	1.0	10.0	11:30a	SSW
9	64.0	72.3	11:30a	55.1	12:00m	2.4	1.4	0.00	1.1	10.0	1:30p	SSW
10	64.1	70.9	4:00p	55.0	12:30a	2.4	1.5	0.00	1.1	13.0	11:30a	SW
11	64.1	72.1	12:30p	59.5	6:00a	2.0	1.1	0.00	1.0	9.0	12:00p	SSW
12	66.2	74.8	3:00p	60.7	3:00a	1.2	2.3	0.00	1.0	9.0	1:30p	SSW
13	65.0	75.3	3:00p	54.7	6:00a	2.3	2.3	0.00	1.2	9.0	11:00a	SSW
14	66.6	75.6	1:30p	59.0	12:00m	0.9	2.5	0.00	1.2	8.0	11:00a	SSW
15	64.0	71.8	1:00p	58.4	5:30a	2.2	1.1	0.00	1.2	10.0	1:30p	SW
16	64.4	72.3	1:00p	60.2	12:30a	1.7	1.1	0.00	1.6	11.0	5:30p	SSW
17	63.3	72.4	2:00p	57.1	9:00p	3.0	1.3	0.00	1.3	11.0	6:00a	SSW
18	62.6	70.8	2:30p	56.4	5:30a	3.0	0.6	0.00	1.8	10.0	2:30p	SSW
19	60.4	69.2	2:00p	53.6	12:00m	4.9	0.3	0.00	3.4	16.0	3:30p	SW
20	56.8	66.5	12:30p	48.2	6:00a	8.2	0.0	0.00	1.2	12.0	2:00p	NNE
21	60.0	69.1	2:30p	52.9	1:00a	5.3	0.3	0.00	1.1	9.0	9:30a	N
22	60.6	72.1	1:30p	53.2	10:30p	5.3	1.0	0.10	0.6	10.0	10:30a	ESE
23	60.8	71.0	3:00p	51.2	12:00m	5.1	0.9	0.00	0.8	8.0	12:00p	SW
24	59.4	70.1	3:30p	50.4	12:00m	6.5	0.9	0.00	1.2	13.0	4:00p	NNE
25	58.9	71.6	4:30p	48.5	6:00a	7.1	1.0	0.00	0.9	9.0	2:00p	SSW
26	61.9	74.1	12:30p	51.2	4:00a	5.3	2.1	0.00	0.8	8.0	4:30a	N
27	59.7	69.9	2:00p	50.8	6:00a	5.6	0.3	0.00	0.5	8.0	3:00p	SSW
28	61.1	70.8	1:00p	49.4	12:00m	4.6	0.7	0.05	1.6	14.0	6:00p	SSE
29	54.2	65.8	11:00a	45.1	12:00m	10.8	0.0	0.01	1.5	14.0	3:00p	NNE
30	53.8	62.5	3:00p	43.2	5:30a	11.2	0.0	0.00	1.0	12.0	2:30p	SSW
	61.9	75.6	5	43.2	30	126.4	34.6	0.19	1.2	16.0	19	SSW

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

Max Rain: 0.10 ON 9/22/07

Days of Rain: 3 (>.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 September 2007

J. Chester, B. McGurk, M. Tsang, October 3, 2007

Current System Storage

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

Table 1							
Current Storage							
As of October 1, 2007							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	262,380		340,830		78,450		77.0%
Cherry ^{2/}	141,287		268,810		127,523		52.6%
Lake Eleanor ^{3/}	21,867		23,541		1,674		92.9%
Water Bank	523,289		570,000		46,711		91.8%
Tuolumne Storage	948,823		1,203,181		254,358		78.9%
Local Bay Area Storage							
Calaveras ^{4/}	32,009	10,430	96,824	31,550	64,815	21,120	33.1%
San Antonio	45,137	14,708	50,496	16,454	5,358	1,746	89.4%
Crystal Springs	29,727	9,687	58,377	19,022	28,650	9,335	50.9%
San Andreas	18,291	5,960	18,996	6,190	706	230	96.3%
Pilarcitos	2,190	714	3,100	1,010	910	296	70.6%
Total Local Storage	127,354	41,498	227,793	74,226	100,438	32,728	55.9%
Total System	1,076,177		1,430,973		354,796		75.2%

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

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

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

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

Hetch Hetchy System Precipitation Index ^{5/}

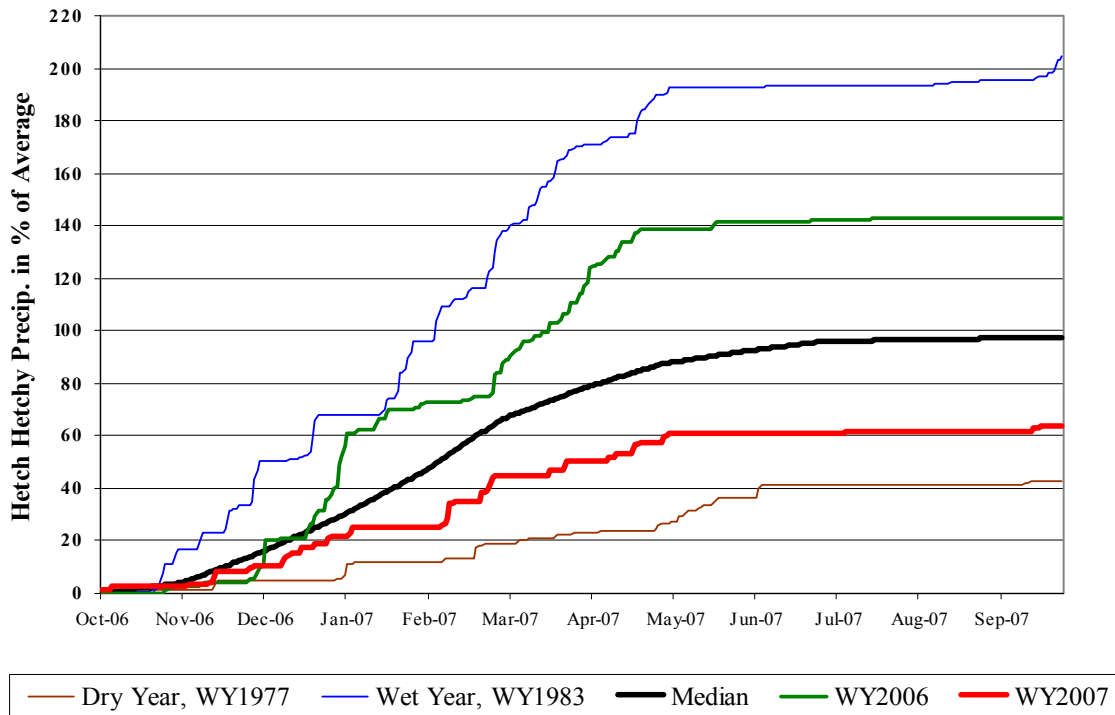
Current Month: The September precipitation index is 0.64 inch, or 99.2% of the average index for the month. Several localized thunderstorms have occurred in the Hetch Hetchy Project basins in late September.

Cumulative Precipitation to Date: The accumulated precipitation index for water year 2007 is 23.9 inches, which is 67.2% of the average annual water year total, or 68.0% of the season-to-date precipitation. Water year 2008 began on October 1, 2007. The 2007 cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1.

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

Figure 1: Water year 2007 cumulative precipitation received at Hetch Hetchy Reservoir through end-of-month September. Precipitation for wet, dry, median, and WY 2006 years for the station at Hetch Hetchy is included for comparison purposes.

Precipitation at Hetch Hetchy: Water Year 2007



Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and Tuolumne River at La Grange as of September 30th is summarized below in Table 2. Water available to the City is also shown in Table 2.

	September 2007				October 1, 2006 through September 30, 2007			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	1,678	3,114	5,071	33.1%	368,343	707,627	747,585	49.3%
Inflow to Cherry Reservoir and Lake Eleanor	0	757	1,896	0.0%	231,584	445,914	451,682	51.3%
Tuolumne River at La Grange	4,959	7,325	11,285	43.9%	840,496	1,765,935	1,842,552	45.6%
Water Available to the City	0	0	956	0.0%	100,531	620,855	782,891	12.8%

⁶ Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

At Hetch Hetchy, the April-to-July snowmelt period for water year 2007 produced only 275,440 AF of inflow, and for the whole water year there was only 368,343 AF of inflow, these made WY 2007 to be one of the driest years since 1994. Hetch Hetchy inflow in September was less than 32% of average and there was almost no inflow into Cherry and Eleanor. The powerdraft from Hetch Hetchy was matched to SJPL deliveries throughout the month. Cherry Lake, at 52.6% of capacity on September 30, has drafts scheduled so that storage will be below 130,000 acre-feet by October 15th to allow maintenance at the Cherry-Eleanor Pump Station. The water drafted from Cherry Lake will be captured in the City's Water Bank account in Don Pedro Reservoir. Over 132,000 AF of water had been drafted for power generation as of October 1st.

No water was pumped from Lake Eleanor to Cherry Reservoir in August.

SJPL Diversion

The average rate of the San Joaquin Pipeline diversion during September was 287 mgd.

Local System

The average rate at the Sunol Valley Water Treatment Plant for September was 18 mgd. The average rate at the Harry Tracy Water Treatment Plant for the month of September was 24 mgd. September water demands averaged 247 mgd. Water demand on October 1, 2007 was approximately 242 mgd. September precipitation is presented in Table 3.

Table 3 - Precipitation Totals for September at Three Local Reservoirs

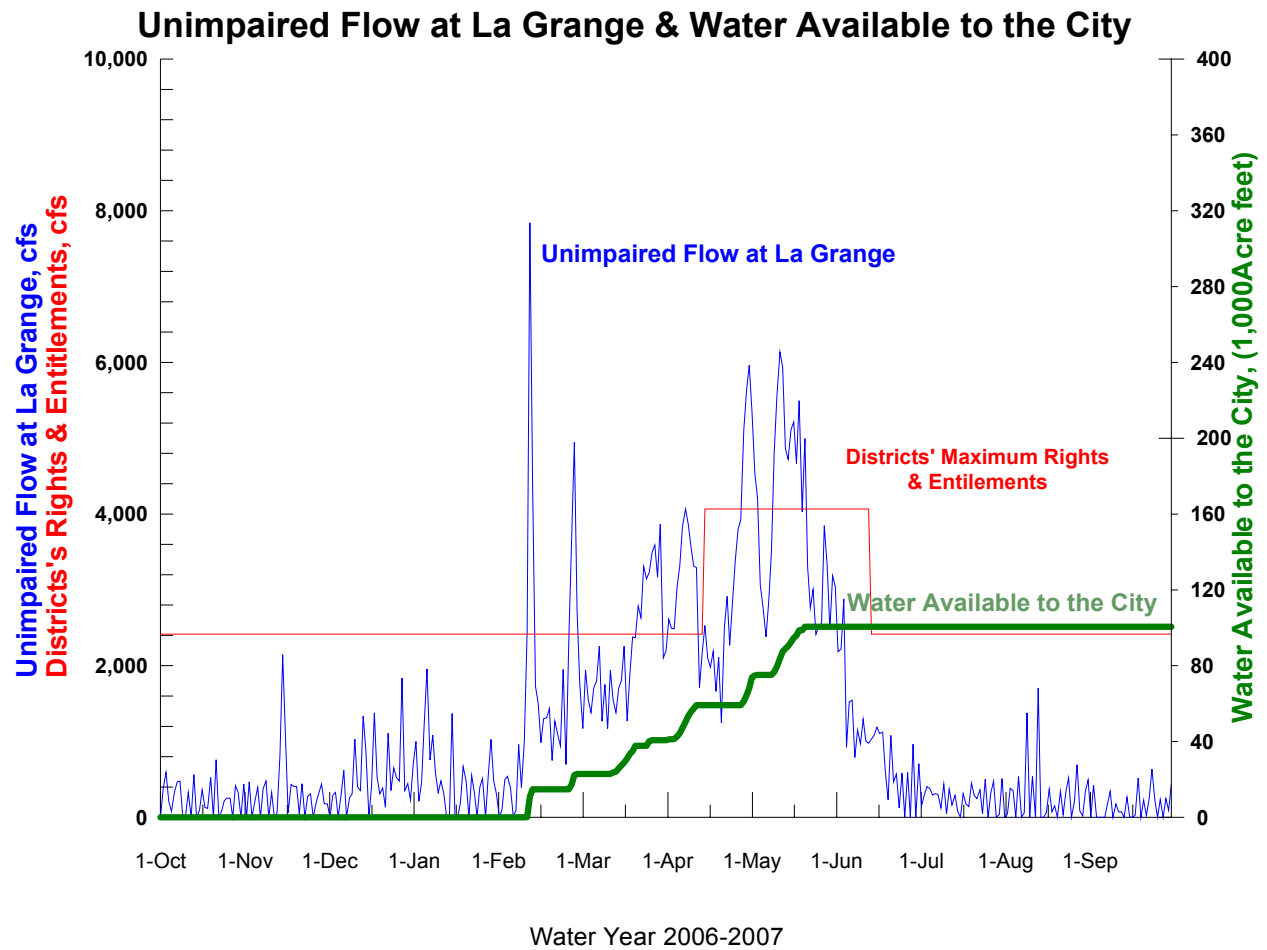
Reservoir	Month Total (inches)	Percentage of Normal for the Month	Year To Date ⁷ (inches)	Percentage of Normal for the Year to Date ⁷
Pilarcitos	0.27	53 %	0.41	41 %
Crystal Springs	0.24	73 %	0.25	25 %
Calaveras	0.29	94 %	0.32	32 %

⁷ Since 7-1-2007

Snowmelt and Water Supply

Water year 2007 is over. The City's entitlement balance for the whole water year was 100,531 acre-feet, or about 12.8% of the normal. Further entitlement for water year 2008 are unlikely in the early fall.

Figure 2: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1, 2006 through September 30th, 2007 is 100,531 acre-feet.



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

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: October 9, 2007

Report Date: October 1, 2007

Subject: Engineering Projects Received for Review During September, 2007

Recommendation:

None. The agenda item is informational.

Background:

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

Projects Received:

There were no projects received for review.

Fiscal Impact:

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

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: October 9, 2007

Subject: Water Resources Report

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

□ Public Hearing – San Francisco Public Utilities Commission (SFPUC) on The Environmental Review of the SFPUC’s Water System Improvement Program – Program EIR - Palo Alto, California – September 19, 2007

This public hearing was attended by about 75 people. There were 19 people who got up and spoke at the hearing. The speakers were comprised of concerned citizens, special interest groups/environmental groups and public officials. There was no official presentation by the SF Planning Department or the SFPUC.

- Daniel Seidel, who is on the Board of Directors for the Purissima Hills Water District in Los Altos, emphasized that the earthquake safety upgrades included in the Water System Improvements Program EIR- Draft are critical to the health & Safety of the San Francisco Bay Area. Director Seidel expressed his support of the Program EIR-Draft.

- Amy Fowler of the Santa Clara Valley Water District (the District) spoke on behalf of the District. The District supports the Water System Improvements Program EIR-Draft. The District is concerned that if the SFPUC does not complete the Water System Improvements, the SFPUC will not be able to meet the demand of their wholesale customers, and those customers would then turn to the District to meet their water demand. Ms. Fowler also spoke in favor of water conservation, desalination, and water recycling projects.

- Kelly Fergusson, the Mayor of the City of Menlo Park, spoke at the public hearing to show her support of the process and to represent her constituents.

- The following is a list of comments and topics brought up by the general public and special interest groups.
 - No more should be taken from the Tuolumne River (no to the ~27MGD increase)
 - PEIR- Draft not adequate
 - Need to emphasize water conservation to meet increase in demand not Tuolumne River
 - Fatal Flaw not to consider Global Warming and decrease in precipitation
 - Need to consider more water recycling
 - Need to consider grey water systems
 - Need to consider reduction in landscape irrigation as part of conservation programs
 - Need to consider latest water conservation technology
 - Water demand data is flawed
 - Need to consider daily flows in Tuolumne River not average monthly flows
 - Modesto and Turlock (irrigation districts) will not cooperate
 - SFPUC should use local sources more - Pilarcitos Creek
 - Neglected to consider impacts on Tuolumne River
 - Support seismic upgrades only
 - SFPUC should reduce wholesalers consumption
 - Public and Agencies should take responsibility for degradation of environment
 - Public Officials need to require conservation at the time building permits are issued
 - State and Federal Government needs to require local government conserve water
 - Need to use the "market" and "pricing" to reduce water consumption
 - Need to consider ecosystem protection

□ SFPUC Policy Advisory and Future Water Resources Committee - Pilarcitos Integrated Watershed Management Plan – September 19, 2007

Please see Joe Guistino's report on this committee meeting.

These California families saved a combined 95,000 gallons of water, \$425 off their water bills and received \$650 in rebates.* Want to know how?

They replaced their existing water fixtures with new High-Efficiency fixtures.

Water Fixtures and Appliances:

High-Efficiency Toilet (HET) 1.6 gpm flush \$100 rebate per fixture	High-Efficiency Toilet (HET) 1.6 gpm flush \$100 rebate per fixture	High-Efficiency Shower Head (HESH) 2.0 gpm per minute \$150 rebate per fixture
---	---	--

Smart Rebates
Smart Rebates is a statewide water rebate program administered by the California State Water Resources Control Board and the California Department of Water Resources.

Call 1-800-963-8874 or visit www.cswrc.org for more information on how you can save money, save water and save California's precious resources.

□ Half Moon Bay Review October Magazine – Smart Rebates. This will be a full page color advertisement for the Smart Rebates Program.

□ Summary Conservation Programs for FY 2006/2007

FY 06/07	Description
Residential Low-Flow Device Distribution	
Showerheads	270 Showerheads were distributed
2.2 gpm aerators	267 Kitchen faucet aerators were distributed
1.5 gpm aerators	308 Bathroom faucet aerators were distributed
Garden Hose Nozzles	203 Garden hose adjustable nozzles were distributed
Commercial/MFD HET Direct Install Program	Zero installed in service area
Pre-Rinse Spray Valves	Zero installed in service area
Commercial Rebate Program	
HET	1 High efficiency toilet rebate
ULFT	Zero installed in service area
Urinals	Zero installed in service area
HEW	2 High efficiency washer rebates
Water Broom	Zero installed in service area
Residential Rebate Program	
HET	7 High efficiency toilet rebates
ULFT	1 Ultra low flow toilet rebate
HEW	127 High efficiency washing machine rebates
Public Information	Smart Gardening Landscape Workshop on April 21 2007 with 10 participants.
	Landscape Workshop advertised in Half Moon Bay Review
	Smart Rebate Program in the Half Moon Bay Review Magazine in May.
	Flower Market May 19, 2007
School Education	Water Wise Program: 5th Grade - 104 students participated at three schools
Large Landscape Program	Cypress Cove HOA irrigation Survey
	Water budget for 26 dedicated irrigation (meters) accounts.
Water Shortage Advisory	2- Advertisements (April and June) in the Half Moon Bay Review.
	Notice in CCR
	Special message on bill (statement)
	Water Waste Door Hanger

Coastside County Water District	
Conservation Programs	
Estimated Water Savings FY 06/07	
Program	Water Savings gallons/year
ULF/HE Toilets	330,829
High Efficiency Washers	659,190
1.5gpm Aerators (bathroom)	168,630
2.2gpm Aerators (kitchen)	146,183
2.0 gpm Showerheads	512,460
Total (gallons/year)	1,817,292
Total (MG/yr)	1.82

□ Bay Area Water Supply and Conservation Agency (BAWSCA) Board of Directors Meeting – September 20, 2007

◆ Water Conservation Annual Report FY 2006/07- Summary

Participation by SFPUC's wholesale customers in BAWSCA's water conservation programs has increased every year. The programs BAWSCA sponsored and Coastside CWD participated in are:

- Residential Washing Machine Rebate Program
- School Education
- Large Landscape Audit Program (commercial and residential)
- Landscape Educational CD-ROM (residential)
- Direct Install of High Efficiency Toilet Program

Residential per capita water demand continues to decrease. In 2005, the gallons per capita per day (gpcpd) for wholesale customers of the SFPUC were calculated to be 89 gpcpd. BAWSCA is projecting that it will be 86gpcpd by the year 2030.

The purpose of conservation programs is to help meet future water needs through water use efficiency and water supply management activities.

The objectives of implementing these water conservation programs are:

- Save water
- Save money
- Good public policy
- Extends water supply (off sets demand due to growth)

- Supports community economic base
- Reduces dependence on uncertain water sources and actions by others

The BAWSCA's water conservation budget was \$632,000.00 for administering the water conservation programs. The actual water savings estimated by all the wholesale customers through the conservation programs was approximately 194 million gallons for FY 2006/07.

◆ Current Dry Year Conditions

Since April 10th, system wide usage is 12% below 2004 levels. The cooler weather has helped keep consumption lower. There is still the need to regularly refresh the request for continued voluntary rationing and conservation.

◆ Summary of BAWSCA's Findings and Conclusions on the Water System Improvements Program - Program Environmental Impact Report-Draft (WSIP PEIR-Draft)

- The PEIR-Draft is a good. It is a comprehensive analysis of environmental impacts and alternatives.
- The PEIR-Draft did not communicate the urgency of completing the WSIP.
- Most of the CEQA alternatives evaluated in the PEIR-Draft have serious flaws.
- The PEIR-Draft's "Environmentally Superior Alternative" also known as the "Modified WSIP Alternative" is sound. It improves upon the basic WSIP by avoiding reduced flows in the lower Tuolumne River and it has the potential for further improvement to provide more water in the lower Tuolumne River.

BAWSCA will focus their comments on the PEIR-Draft on the region as a whole. It is up to the individual agencies to provide comments for their specific agency. BAWSCA will format their comments into two sections: Section 1 – Broad themes and Section 2 – Detailed comments to correct, clarify, and expand information in the PEIR.

BAWSCA will be suggesting that the "Environmentally Superior Alternative" can be augmented or enhanced with more conservation efforts in BAWSCA's service areas and in the agriculture communities in the Modesto Irrigation District and the Turlock Irrigation District.

Peter Druckmeyer of the Tuolumne River Trust spoke to the Board of Directors about the flaws in the PEIR-Draft. The Tuolumne River Trust supports the goal of seismic upgrades but does not want to see any additional water taken from the Tuolumne River. The Tuolumne River Trust would like to see more aggressive water conservation programs and regulations in addition to recycled water use to meet increases in demand.

☐ Coastside County Water District's Comments on the SFPUC's Water System Improvement Program – Program EIR Draft – September 25, 2007

Attached to this staff report are the comments and cover letter sent to the San Francisco Planning Department and to the Bay Area Water Supply and Conservation Agency (BAWSCA). Coastside County Water District's comments were related to information and discussions that mentioned Coastside County Water District directly and the water sources that Coastside County Water District uses. BAWSCA is preparing comments that are broader in scope and represent all the wholesale customers.

☐ Thank You.

The conservation display in the lobby has a new poster advertising the Water-Wise Gardening in the Bay Area CD-ROM. I would like to thank Sue Turgeon for volunteering to create the new poster. Sue also helped create the Water Shortage Advisory poster, which is also displayed in the Lobby.

☐ Bay Area Water Supply and Conservation Agency (BAWSCA) – Technical Advisory Committee (TAC) – October 4, 2007

Art Jensen thanked all the agencies for their help during the review process for the Water System Improvement Program – Program Environmental Impact Report – Draft (WSIP-PEIR Draft).

The long range National Weather Service forecast for the water year 2007-2008 (WY 2008) is to have warmer than normal temperatures with a 50/50 chance of another dry water year. The San Francisco Public Utilities Commission (SFPUC) will manage their system to maximize water supply as the first priority and hydropower as the second priority.

An announcement was made that Coastside County Water District has a new General Manager, David Dickson.

SAN FRANCISCO PLANNING DEPARTMENT
Draft Program Environmental Impact Report
on the SFPUC's Proposed
Water System Improvement Program



PUBLIC HEARING

Wednesday, September 19, 2007
6:30-8:30 p.m.
Avenidas Senior Center
450 Bryant St., Palo Alto, CA

AGENDA

Sign-in, Introduction, and Welcome	6:30 - 6:45
Public Comment	6:45 - 8:30

For More
Information

Public comments on the Draft PEIR will be accepted by the San Francisco Planning Department until 5:00 pm on Monday, October 1, 2007. You may submit comments using any of the following means:

- 1) Provide oral or written comments at any of the five public hearings
- 2) Mail written comments to the San Francisco Planning Department, Attention: Paul Maltzer, Environmental Review Officer, WSIP PEIR, 1650 Mission Street, Suite 400, San Francisco, CA 94103
- 3) E-mail written comments to wsip.peir.comments@gmail.com.

The San Francisco Planning Department will prepare written responses to comments received during the public review period in a Comments and Responses document. If you have any questions about the environmental review of the WSIP, please leave a message for the Planning Department at 1-866-231-1337.

For more information: www.sfgov.org/site/planning/mea

September 24, 2007

Cathleen Brennan
Water Resources Analyst
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
cbrennan@coastsidewater.org

Paul Maltzer
Environmental Review Officer, WSIP, PEIR
San Francisco Planning Department
1650 Mission Street, Suite 400
San Francisco, CA 94103
wsip.peir.comments@gmail.com

Dear Mr. Paul Maltzer:

Coastside County Water District appreciates the opportunity to comment on the San Francisco Public Utilities Commission's (SFPUC) Water System Improvement Program (WSIP) PEIR-Draft. Coastside County Water District supports the overall goals of the WSIP:

- Maintain high quality water
- Reduce vulnerability to earthquakes
- Increase delivery reliability and improve the ability to maintain the system
- Meet customer water supply purchase requests in non-drought and drought periods
- Enhance sustainability in all system activities
- Achieve a cost effective, fully operational system

Because these goals are important to Coastside County Water District, the District found it necessary to clarify certain information and descriptions pertaining to our service area and operations. Our primary concerns are in regards to the discussions on the Pilarcitos facilities and Upper Crystal Springs Reservoir facilities. Coastside County Water District is the only wholesale customer that has intake facilities in Upper Crystal Springs Reservoir and in the Pilarcitos Watershed, so any physical or operational modifications would directly impact our operations.

The Bay Area Water Supply and Conservation Agency (BAWSCA) is submitting separate comments on the SFPUC's WSIP PEIR-Draft. Coastside County Water District is a member of BAWSCA and supports BAWSCA's efforts to represent the wholesale customers through its comments on the WSIP PEIR-Draft.

Attached are Coastside County Water District's comments on the WSIP PEIR-Draft. Please feel free to contact me at 650-726-4405 x11 to inquire about any of the comments.

Sincerely,

Joe Guistino
Interim General Manager

Cathleen Brennan
Water Resources Analyst

Attachments: Coastside CWD's comments on WSIP PEIR-Draft

cc Nicole Sandkulla, Sr. Water Resources Engineer
Bay Area Water Supply and Conservation Agency
155 Bovet Road, Suite 302
San Mateo, CA 94402



Chapter	Section	Page(s)	Comments
			Summary
Summary	S.2	S-4	The service area for Coastside County Water District (Coastside CWD) shows two non-contiguous areas. The southern non-contiguous area will not be developed, according to the County of San Mateo and the eastern non-contiguous area is property used for Coastside CWD's facilities only.
Summary	S.2	S-7	WSIP Goals and Objectives: Coastside CWD supports the system performance objectives listed in on Table S.1.
Summary	S.3	S-56	The summary of water supply impacts and mitigation measures mentions that a revised operations plan for Pilarcitos Watershed facilities will be developed and implemented. Since Coastside CWD is a wholesale customer of the Pilarcitos Watershed facilities, Coastside CWD should be included in the development and implementation of an operations plan for these facilities.
Summary	S.3	S-57	The summary of water supply impacts and mitigation measures mentions that there will be impacts on Upper Crystal Springs Reservoir. Since Coastside CWD is a wholesale customer and has intake facilities in Upper Crystal Springs Reservoir, Coastside CWD should be included in the development of an adaptive management plan to minimize adverse effects. The periodic drawdown of reservoir water levels for maintenance may affect the intake facilities owned and operated by Coastside CWD.
Summary	S.3	S-62	Although the PEIR Draft concluded that the WSIP could support more growth in Half Moon Bay than is forecasted in the adopted general plan, growth is strictly controlled by the City of Half Moon Bay and the County of San Mateo (San Mateo County Local Coastal Program (LCP)).



Chapter	Section	Page(s)	Comments
			Existing Regional Water System
2	2.3.4	2-24	The following sentence does not correctly characterize how Coastside CWD uses Pilarcitos Reservoir/Stone Dam facilities – <i>“In the Summer months, when Coastside CWD’s water demand is at its seasonal maximum, its water supply from Pilarcitos Creek is supplemented by water pumped from Crystal Springs Reservoir.”</i> Coastside CWD’s <u>does not supplement</u> Pilarcitos Creek water supply with Crystal Springs Reservoir supply. Due to limitations of the infrastructure and system design, Coastside CWD can use Pilarcitos Creek <u>or</u> Crystal Springs Reservoir – Coastside CWD can’t use both sources simultaneously. When demand is more than Pilarcitos Creek can meet, Coastside CWD switches to Crystal Springs to meet the demand.
			Program Description
3	3.7.1	3-43	This section acknowledges that there are concerns regarding stream flows in Pilarcitos Creek below Stone Dam and acknowledges that there are experimental releases and studies to address these concerns. As the only wholesale customer that uses Pilarcitos Creek facilities as a water supply, Coastside CWD has a vested interest in any operational and physical changes made to the Pilarcitos Creek Reservoir, Pilarcitos Creek, and Stone Dam. Coastside CWD should be included in any process that SFPUC initiates to accommodate changes in the Pilarcitos Creek watershed.
3	3.7.3	3-46	Coastside CWD supports the fact that the proposed system upgrades would optimize water storage in the Peninsula watersheds, so that they can continue to be replenished during periods of maintenance and ensure that water would be available for use during emergencies or droughts.



Chapter	Section	Page(s)	Comments
			<p>WSIP Water Supply and System Operations – Setting and Impacts</p>
5	5.2.3	5.2-21	<p>Coastside CWD is a participant in the workgroup for the Pilarcitos Creek Integrated Watershed Management Plan. This process has identified issues that may have a bearing on the operation and management of Pilarcitos Reservoir and Stone Dam.</p>
5	5.5.1	5.5.1-9	<p>As mentioned earlier Chapter 3, The National Marine Fisheries Service (NMFS) has raised concerns regarding flows in Pilarcitos Creek. The statement describing that the only water releases from Pilarcitos Reservoir, after it has filled, is the amount requested from Coastside CWD - may not be accurate. There are also releases to Lower Crystal Springs Dam that occur with the releases for Coastside CWD. The SFPUC is releasing water on an experimental basis currently and the Pilarcitos Creek Integrated Watershed Management Plan process may identify the need to continue releases or to manage releases differently.</p>
5	5.5.1	5.5.1-11	<p>Coastside County Water District tries to maximize the Pilarcitos Creek (reservoir) source because it is gravity fed compared to Crystal Springs, which needs to be pumped. Due to infrastructure constraints, once the demand is higher than what Pilarcitos can supply, Coastside CWD must switch to Crystal Springs to meet demand. As mentioned before, Coastside CWD can't operate Pilarcitos Creek and Crystal Springs simultaneously.</p>
5	5.5.1	5.5.1-13	<p>To meet Coastside CWD's future demand, the PEIR suggests that future demand will be met from the increased use of both Crystal Springs and Pilarcitos Creek. The PEIR also mentions that this might require the construction of new facilities. In order for Coastside CWD to increase its use of Pilarcitos Creek, new facilities would be required. At a minimum, a larger pipe would be required to convey the water from Pilarcitos Creek. Currently, Coastside CWD maximizes the use of Pilarcitos Creek to the greatest extent possible. Any new facilities would be scrutinized for potential impacts and would need to comply with the coastal</p>



Chapter	Section	Page(s)	Comments
			<p>development permit and local coastal plans and the environmental review process. Based on past experience on the Coastside, the process to upgrade or install new facilities will be time intensive and costly. If the water supply improvement process results in operational changes that result in more reliance on Pilarcitos, the new facilities required should be characterized and identified as soon as possible.</p>
5	5.5.1	5.5.1-20	<p>As mentioned before, Coastside CWD already maximizes use of Pilarcitos Creek, so descriptions of taking additional water from Pilarcitos facilities would not be possible without new facilities and/or upgraded facilities. In addition, there is the Pilarcitos Integrated Watershed Management Plan process taking place and findings from this process may also influence the management of Pilarcitos Reservoir and Stone Dam.</p>
5	5.5.3	5.5.3-5	<p>Since Coastside CWD takes raw water from Crystal Springs, any increases in nitrogen and phosphorous and any increased potential for algae growth would have a direct effect on the water treatment processes. Coastside CWD would like to be informed of any changes in raw water quality in a timely manner, so that the proper adjustments to treatment can be taken to ensure high quality drinking water is delivered to Coastside CWD customers.</p>
5	5.5.3	5.5.3-6	<p>The report concludes that the adverse impacts of the WSIP on water quality in Crystal Springs Reservoir would be less than significant (LS) and no mitigation is required. An increase in algae would impact Coastside CWD's water treatment. Is there any more data or information regarding the possible increase in algae growth in Upper Crystal Springs? Can you please provide more details as to why the minor water quality changes are classified as LS in Upper Crystal Springs Reservoir?</p>
5	5.5.5	5.5.5-3	<p>It is mentioned that the National Marine Fisheries Service (NMFS) is interested in developing fish passages on Pilarcitos Creek. The alternatives mentioned are</p>



Chapter	Section	Page(s)	Comments
			complete or partial removal of Stone Dam and construction of a fish ladder at Stone Dam. The partial and complete removal of Stone Dam could impact Coastsideside CWD's diversion at Stone Dam unless new facilities are provided for the diversion. Coastsideside CWD would like to be included in the process for any modification of Stone Dam.
5	5.5.7	5.5.7-3	Pilarcitos Creek is described in the WSIP PEIR Draft as running through Golden Gate National Recreation Area. A map of the Golden Gate Biosphere Reserve shows that Pilarcitos Reservoir and upper Pilarcitos Creek are in the San Francisco Peninsula Watershed and is designated as "other public lands". We could find no reference of the Pilarcitos Watershed as being part of the Golden Gate National Recreation Area. There is no recreation activity in the Pilarcitos watershed that is known to Coastsideside CWD.
			Mitigation for Chapter 5 Impacts
5	5-A	5-A-10	Coastsideside CWD has a vested interest in the proposed " <i>Revised Operations Plan for Pilarcitos Watershed Facilities</i> " and requests that we be involved directly with developing this proposed operations plan.
			Mitigation Measures
6	6.4.4	6-56	Coastsideside CWD has a vested interest in the proposed " <i>Revised Operations Plan for Pilarcitos Watershed Facilities</i> " and requests that we be involved directly with developing this proposed operations plan.
			Growth Inducement Potential and Indirect Effects of Growth
7	7.3.5	7-40 7-41	Growth is managed by multiple agencies and plans in the Coastsideside CWD service area. There are growth management provisions in the San Mateo County Local Coastal Program (LCP) and the City of Half Moon Bay has land use provisions in



Chapter	Section	Page(s)	Comments
			<p>the Half Moon Bay Local Coastal Program (LCP) and Land Use Plan. The coastal development permit for the crystal springs project limits the number of connections in the Coastside CWD service area. Connections are categorized as priority and non-priority, so Coastside CWD is restricted not only in number of connections but type of connection. In addition to the limitation on connections, the coastal development permit limits the amount of water that Coastside CWD can take from Crystal Springs Reservoir.</p> <p>The PEIR Draft discusses the differing population projections for the Coastside CWD service area. There are difficulties in projecting population growth in a service area, especially when the service area includes only partial areas of city and county jurisdictions. It also requires assumptions about occupancy of the new and existing residential dwellings in the service area. Since different organizations may have different assumptions, it is likely that the projections will differ from organization to organization.</p> <p>Coastside CWD makes every attempt to maximize the use of local sources, but there are institutional, environmental and political barriers to maintaining and developing these water supply sources. Planning for future water demand requires Coastside CWD to plan for increased reliance on the SFPUC.</p>
7	7.4.1	7-60	<p>Although the PEIR Draft concluded that the WSIP could support more growth in Half Moon Bay than is forecasted in the adopted general plan, growth is strictly controlled by the City of Half Moon Bay and the County of San Mateo (San Mateo County Local Coastal Program (LCP)). There are a limited number of connections that are allowed in the service area.</p>



Chapter	Section	Page(s)	Comments
			WSIP Variants and Impact Analysis
8	8.5	8-60	The PEIR Draft - Table 8.7 – explains that the increased demand for Coastside CWD will be met by Coastside CWD taking more water from the Pilarcitos Creek (Stone Dam) under all the variants, resulting in less flow down stream of Stone Dam on Pilarcitos Creek. As mentioned in other comments, Coastside CWD currently maximizes it use of Pilarcitos Creek at Stone Dam. Unless the conveyance pipe and other facilities are improved, Coastside CWD will not be able to significantly increase use of Pilarcitos Creek (Stone Dam and Pilarcitos Reservoir).
8	8.5.1	8-71 8-72	Since Coastside CWD has intake facilities located in Upper Crystal Springs Reservoir, Coastside CWD is sensitive to the potential for lower reservoir operating levels mentioned as an impact for variant 1. Due to current operational and infrastructure limitations, the assumption that Coastside CWD would be able to increase its diversions from Pilarcitos Creek may not be possible.
			CEQA Alternatives
9	9.2.1	9-13	Table 9-5 describes the estimated drought year shortages expected under each alternative. Coastside CWD has serious concerns about the alternatives that show there will be shortages of over 20%. Shortages requiring reductions of over 20% would impact health and safety in our service area. The regulatory and voluntary efforts to reduce overall water demand and promote the most water efficient technologies and behaviors results in a lower water demand under normal conditions. This “demand hardening” will affect the ability of most residential, institutional, and commercial consumers to meet mandatory curtailment requirements over 20%.



Chapter	Section	Page(s)	Comments
9	9.2.1	9-14	Table 9-6 is summary of alternatives and their ability to meet the program objectives. Coastsides CWD has concerns about the alternatives that fail, partially fail or there is uncertainty in meeting the seismic reliability objectives.
9	9.2.2	9-39	The description of Coastsides CWD meeting its increased demand with Pilarcitos Creek and the potential adverse effects on Pilarcitos Reservoir needs clarification. As a supply source, Coastsides CWD has maximized its use of Pilarcitos with the current infrastructure. Assuming that the infrastructure is not improved and demand increased in the service area, Coastsides CWD would switch over to Crystal Springs Reservoir earlier. The result being that there might be more water in Pilarcitos Reservoir because Coastsides CWD would not be able to use it as a source due to the limited gallons per minute available through the current infrastructure.
9	9.2.3	9-46	The description of Coastsides CWD meeting its increased demand with Pilarcitos Creek and the potential adverse effects on Pilarcitos Reservoir needs clarification. As a supply source, Coastsides CWD has maximized its use of Pilarcitos with the current infrastructure. Assuming that the infrastructure is not improved and demand increased in the service area, Coastsides CWD would switch over to Crystal Springs Reservoir earlier. The result being that there might be more water in Pilarcitos Reservoir because Coastsides CWD would not be able to use it as a source due to the limited gallons per minute available through the current infrastructure.
9	9.2.4	9-57 9-58	The description of Coastsides CWD meeting its increased demand with Pilarcitos Creek and the potential adverse effects on Pilarcitos Reservoir needs clarification. As a supply source, Coastsides CWD has maximized its use of Pilarcitos with the current infrastructure. Assuming that the infrastructure is not improved and demand increased in the service area, Coastsides CWD would switch over to Crystal Springs Reservoir earlier. The result being that there might be more water



Chapter	Section	Page(s)	Comments
			<p>in Pilarcitos Reservoir because Coastside CWD would not be able to use it as a source due to the limited gallons per minute available through the current infrastructure.</p>
9	9.2.5	9-66	<p>The description of Coastside CWD meeting its increased demand with Pilarcitos Creek and the potential adverse effects on Pilarcitos Reservoir needs clarification. As a supply source, Coastside CWD has maximized its use of Pilarcitos with the current infrastructure. Assuming that the infrastructure is not improved and demand increased in the service area, Coastside CWD would switch over to Crystal Springs Reservoir earlier. The result being that there might be more water in Pilarcitos Reservoir because Coastside CWD would not be able to use it as a source due to the limited gallons per minute available through the current infrastructure.</p>
9	9.2.6	9-73	<p>The description of Coastside CWD meeting its increased demand with Pilarcitos Creek and the potential adverse effects on Pilarcitos Reservoir needs clarification. As a supply source, Coastside CWD has maximized its use of Pilarcitos with the current infrastructure. Assuming that the infrastructure is not improved and demand increased in the service area, Coastside CWD would switch over to Crystal Springs Reservoir earlier. The result being that there might be more water in Pilarcitos Reservoir because Coastside CWD would not be able to use it as a source due to the limited gallons per minute available through the current infrastructure.</p>
9	9.2.8	9-79	<p>The modified WSIP alternative, which is the environmentally preferred alternative, would meet Coastside CWD's increased demand from Crystal Springs Reservoir as opposed to meeting the increased demand with Pilarcitos Creek, as described in the program alternative. The increased pumping costs would have an impact on Coastside CWD. Coastside CWD encourages the SFPUC to consider making improvements to both the Pilarcitos facilities and Coastside CWD's Crystal Springs</p>



Chapter	Section	Page(s)	Comments
			<p>facilities, so that there is more flexibility and reliability. Improvements to both the Pilarcitos facilities and the Crystal Spring facilities are consistent with the goals and objectives of the WSIP. Improvements on the Pilarcitos facilities could offer more flexibility in the operation of Pilarcitos Reservoir and Stone Dam. This flexibility could benefit the aquatic habitat and meet the increasing demand for Coastside CWD in a cost effective manner.</p>
9	9.3.1	9-90	<p>The statement that <i>“The SFPUC currently services Coastside CWD primarily from the Pilarcitos Reservoir”</i> may not be accurate. Pilarcitos is Coastside CWD’s preferred choice over Crystal Springs, but on average we meet approximately 25% of our demand from Pilarcitos and approximately 50% of our demand from Crystal Springs. And since Coastside CWD already maximizes the use of Pilarcitos the <i>“No Purchase Request Increase Alternative”</i> would <u>not</u> lessen the impacts on Pilarcitos Reservoir and Creek.</p>

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: October 9, 2007

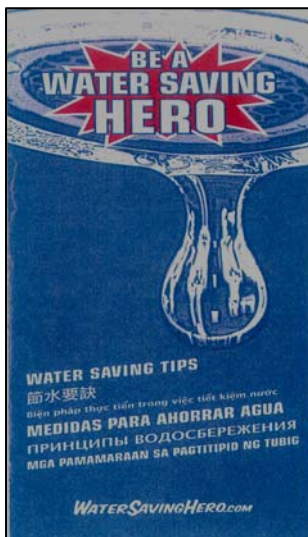
Subject: Water Shortage and Drought Contingency Plan

This report is provided as an update on the implementation of the Water Shortage and Drought Contingency Plan – Stage 1 (Advisory Stage). The Advisory Stage was implemented in June of 2007. No action is required by the Board of Directors.

ADVISORY STAGE – Stage 1

▪ Outreach

√ Coastside County Water District hosted an information table at the September 15, 2007 Coastside Eco-Energy Expo and Solar Home Tour. On display was the Water Shortage Advisory Poster and information on water conservation technology and rebates. There were a lot of questions regarding grey water systems in single family residences and cistern systems for single family residences.



√ The San Francisco Public Utilities Commission gave Coastside County Water District 400 brochures that have water saving tips in multiple languages.

√ A special message on the water account statement appears requesting customers to reduce their water consumption by 10%.

▪ Meetings/Workshops

√ Employee meeting on September 19, 2007

√ Urban Drought Workshop – September 13, 2007 – Santa Rosa, California

The agenda topics were:

- ◇ Opening remarks by Paul Kelley of the Sonoma County Water Agency Board of Supervisors.
- ◇ Current water conditions and status of drought conditions across the State of California.
- ◇ Presentation by the Department of Water Resources – Manucher Alemi - Water Efficiency
- ◇ Presentation by the United States Bureau of Reclamations – Tracy Slavin
- ◇ Presentations by Chris Brown of the California Urban Water Conservation Council – “Establishing a Water Shortage Response Team”, “Establishing Trigger Levels”
- ◇ Presentations by Larry Farwell – “Forecast Supply in Relation to Demand”, “Assess Water Shortage Mitigation Options”, “Administer and Implement the Water Shortage Contingency Plan”
- ◇ Presentations by Marsha Prillwitz of the California Urban Water Conservation Council – “Develop a Staged Demand Reduction Program”, “Adopt the Water Shortage Contingency Plan”

Two of the items that I am following up on as a result of this workshop are investigating the capabilities of Springbrook to accommodate our needs during mandatory rationing and evaluating the need for additional staff during mandatory rationing.

During mandatory rationing, data management and reporting is critical to successful rationing efforts. The workshop emphasized the need to have adequate software and hardware to handle the additional data management. Customers will demand more information about their water usage and water rationing in a timely manner. Reports will have to be generated in addition to billing information about consumption and the District’s requirements on an account by account basis and by customer classifications. It was also recommended to go to monthly meter reading to have the most current consumption data available for customers.

Most water agencies need temporary staff to meet the increased workload to meet the increased customer inquiries and to enforce “water cops” the water waste restrictions. Along with the new temporary staff, additional vehicles and computers might be needed by the temporary staff in order to perform their duties. There is also the possibility of re-organizing or assigning new duties to existing staff.

Since these items were not included in this year’s budget, any expenditures for these items would have to come from our emergency reserve.

Also recommended at this workshop is to expedite any well rehabilitation before mandatory rationing takes place, because there are a limited number of contractors to perform this type of work and they will be very busy in both the public and private sector.

- **10% Water Savings Goal**

√ The San Francisco Public Utilities Commission (SFPUC) has reported the regional water system (wholesale and retail) is meeting the 10% water savings goal.

COASTSIDE COUNTY WATER DISTRICT

ADVISORY COMMITTEE REPORT

Advisory Committee: SFPUC Policy Advisory & Future Water Resources Committee

Meeting Date and Time: September 10, 2007: 1:00pm to 3:00pm

Committee Members: Chris Mickelsen, Vice President
Bob Feldman, Director

Meeting attended by: Chris Mickelsen, Vice President
Bob Feldman, Director
Joe Guistino, Interim General Manager
Cathleen Brennan, Water Resources Analyst
Pilarcitos IWMP Workgroup

Subject: Pilarcitos Integrated Watershed Management Plan
(Pilarcitos IWMP)

Committee Recommendations: None

There was an oral report on this meeting by Director Bob Feldman and Vice-President Chris Mickelsen at the September 11, 2007 Board Meeting. This report is a written summary of the items discussed.

Discussion Items:

- I. The Pilarcitos IWMP consultants, PWA, thanked all the agencies that made comments on the Draft Watershed Assessment.
- II. Discussion of the existing data gaps continued. The consultants would like more direction on how to proceed with the limited funding and time available. This item will be continued to be discussed at the October workgroup meeting.
- III. The workgroup gave direction to the consultants to review the memorandum of understanding (MOU) and the scope of work for the Pilarcitos IWMP. The workgroup felt that the goals and objectives that the consultants proposed did not adequately cover the objectives described in the scope of work. The workgroup also directed the consultants to the MOU and the scope of work to re-write the Vision Statement. It was suggested that the Vision Statement would be more accurately described as the Mission Statement.
- IV. Concerns about lack of notification to the public and required preparation resulted in the workgroup rescheduling the Public Workshop from September 29th to October 27th. This extra time will allow the workgroup to properly market the workshop to the public.
- V. **Another meeting scheduled for September 19th to discuss goals and objectives.**

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

**MEETING OF THE SAN FRANCISCO PUBLIC UTILITIES
COMMISSION POLICY ADVISORY
AND FUTURE WATER RESOURCES COMMITTEE**

Monday, September 10, 2007 - 1:00 - 3:00 p.m.

***Location of Meeting:
Coastside County Water District
766 Main Street
Half Moon Bay, CA***

AGENDA

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

- 1) Oral Communications
- 2) Meeting of the Pilarcitos Restoration Workgroup with discussion of the following items:
 - Open Comments
 - Draft Watershed Assessment: revisions to date and next steps - (Philip Williams & Associates, LTD (PWA) - Environmental Hydrology
 - Data Gaps: status and next steps - PWA
 - Pilarcitos Integrated Watershed Management Plan (IWMP) Goals and Objectives - PWA
 - September 29th Public Workshop
 - Memorandum of Understanding (MOU) signatories
- 3) Adjournment

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Superintendent of Operations

Agenda Date: 9 October 2007

Date: 2 October 2007

Subject: Operational Report – September 2007

Source of Supply

Crystal Springs, Denniston Reservoir and Denniston Wells #1, #3 & #9 were the main source of supply for the month of August.

Projects

Main Street Project

Some punch list items are still in need of completion. In September, we had replaced 100' of galvanized service with ¾" copper.

Left to be complete are:

- removal of old hydrant behind wall at Hilltop
- ballard installation around some fire hydrants
- removal of some services and valve cans from the old line
- new meter box at the 7-11 and Twice As Nice
- meter installation for median strips

Denniston Storage Tank Modification/El Granada Pump Station Modification Project

A kickoff meeting took place on 6 September. The main topics of discussion were introductions of the key players, staging of the 3 phases of the project, establish work hours, security, construction management assignments and duties, submittal schedule and suggested start dates.

The 3 phases of the project are as follows: Pipeline to Denniston Tank, El Granada Tank 1 Modifications, Tie in to Denniston Tank.

Submittals were reviewed by District Engineer and Staff and returned to General Contractor for revision.

Notice of award and contract documents were submitted to General Contractor on 17 September. Notice to proceed was issued on 3 October.

District Engineer Jim Teter submitted the Denniston Storage Tank Change Order #1 to staff for critical review followed by modifications and submittal to General Contractor Stoloski & Gonzales on 27 September for price quote.

Automatic Meter Reading Pilot

District Staff met with National Meter and Instrumentation Company on 20 September to kick-off the AMR pilot project. Discussed were contract terms, scheduled dates, field practices, interface with billing system and training. See Staff Report.

Denniston Reservoir

The Environmental Consultant will be submitting a dredging permit application to the Army Corps of Engineers (ACOE). He will also generate a plan that gives a practical approach to the endangered species issues brought up by California Fish and Game (CF&G) in their reply to our Streambed Alteration Permit Application that CCWD submitted in 2005. The ACOE will provide the nexus needed to acquire a consultation with the US Fish and Wildlife Service (USF&W). The USF&W will provide the expertise needed on endangered species and will be more likely to work with us and the ACOE on the dredging issue. CF&G will be more apt to follow the leadership of the federal body on this regard to allow us to achieve our goal to dredge 400 yards of silt from around our intake.

Denniston Well Rehabilitation Project

The well rehab project has slowed, but the contractor continues the work on Denniston Well #4 and resizing Denniston Well #5.

Systems Improvement:

Nunes Filter Rinse Project

District Crews and our Instrumentation Contractor have completed the Nunes Filter Rinse Project. The Nunes filters are now being backwashed at their design rate with a noted improvement in efficiency. Backwashes now take less time to clean and with less water use.

Beautification Efforts

Continue with weed whacking various sites.

The District facilities are being spruced up for the DHS Inspection on 4 and 30 October.

Update on Other Activities:

Belleville Boulevard Line Relocation

Andreini Brothers have started this project and it should be complete by 10 October.

Denniston Backwash Return Pump

An ingenious field test set up by John Davis verified that air was being entrained in the process at the pump seal. Pump Repair will be making the required repairs this month.

Employee Discharged

Probationary employee Kristopher Smith did not pass his probationary period and was discharged on 7 September.

All Employee Meeting

I conducted an All Employee Meeting on Wednesday, 19 September. (a copy of the agenda follows this report).

Teamsters Local 856

District Resolution 2007-16 acknowledging the Teamsters as the representative of the O&M Field Staff was sent to Joseph Lanthier of Local 856. I have set up a Meet & Greet with him on 17 October at 10:00.

New Hire

Please welcome Daniel Williams as our new Maintenance Worker. Daniel has been working for the District in a temporary capacity since May and has proven to be an intelligent, energetic, and reliable worker. He is a very welcome addition to the crew and a definite asset for the District.

Scrap Metal Theft

On Monday, 24 September, the crews noted that there was a cache of empty canvas bags stashed behind the shop. It was also noted that a ladder had appeared back there a few weeks ago. On Monday, we noted that the ladder was placed in a different spot than we were used to seeing it. Upon further investigation, we found another ladder on the other side of the wall under the large fern on the property of the First National Bank. That ladder looks like it may have been there for a few weeks.

We notified HMB Police who suspected that they may be after the meters in our recycle bins.

Police (Sgt. John Sanchez) took the bags that were found and suggested improved security. Later in the day we took an inventory of the scrap meters.

Meters pulled for the meter replacement program are stored in plastic 55 gallon barrels in the corp yard. We had 3 full barrels at one time. Presently, we have a little over 1 1/2 barrels. It is hard to determine if the meters were absconded all at once or a little at a time.

Later in the day, a member of the office staff mentioned that 3 months ago he noticed a 5/8" meter in the bushes by the bank where that ladder was hidden. He had put it back in the recycle barrel and did not mention it to anyone. A month or two later, he found a 3" meter outside of the back door of his office. He notified a crew member who put it back in the bin. Nothing was said about these two meters at the time they were found.

We are taking action as follows:

Door alarms on the shop.

Motion detectors inside.

Another camera to cover the remaining area that the present yard camera cannot pick up.

Removal of all scrap metals such as copper line, meters and other brass items to the recycle center.

Future storage of precious metals will be kept at Nunes WTP.

Opflow Article

An article that I wrote a few years back appeared in the September 2007 issue of Opflow, a national AWWA publication. Treatment/Distribution Operator Jack Whelen was featured collecting a reservoir water sample in the cover photo.

Safety/Training/Inspections/Meetings

Safety Committee

The Safety Committee met on 11 September. Discussed were an accident of a SAM vehicle, signage for SAM facilities, installation of a stairway for Denniston creek access, treatment plant lighting and communications.

CINTAS conducted an evacuation drill of the District main office which turned out to be a valuable learning experience and exposed some weaknesses in our procedure. CINTAS will be providing us with an updated procedures and signage that will be incorporated into our Safety and Emergency Response Program.

Meetings Attended

Denniston Storage Tank Kickoff – 6 September

Finance Committee – 7 September

Don Hienz – 7 September

O&M Staff – 11 & 25 September

Safety Committee – 11 September

SFPUC Water Quality - 12 September

LAFCO Review – 13 & 26 September

Dave Dickson – 14 September

HR Investigation – 18 September

Integrated Watershed Management Plan Workgroup Conference Call - 19 September

Project Kickoff-AMR – 20 September

CIP Status Review – 25 September

CEQA Seminar - 28 September

Administrative Staff – Weekly

Tsunami Alert

The San Mateo Office of Emergency Services (SMOES) issued a test of the tsunami warning system on 19 September. The warning came over the all hazards radio in the Superintendent's Office. SMOES, City of Half Moon Bay Police and Fire Protection Services were notified by this office affirming the success of the test.

California Land Use, Development and CEQA Practice Seminar

On 28 September I attended an all day seminar on CEQA practice and California Land Use presented by Lorman Education Services in Oakland, California. This was a very interesting but dry program explaining the procedures and regulations surrounding land use, CEQA reviews, negative declarations, EIRs, social issues, General Plan development, and entitlements from both a public and private sector view. The manuals that I obtained will prove to serve as a valuable reference guide when dealing with environmental and development issues.

Department of Health Services

Annual Inspection

Our annual inspection is scheduled to take place 4 and 30 October.

Stage 2 DBP Rule

We submitted our sampling plan for the Interim Distribution System Evaluation (IDSE) survey to DHS on 26 September. This plan was developed by LJMCollum Water Quality Consultant as part of the compliance with the Stage 2 DBP rule and will entail bi-monthly sampling for THMs and HAAs at 8 new sites in our distribution system. Most of these new sites are interim sites and will be collected from presently established sample stations. Mr. McCollum will also be providing us with our compliance program for the Long Term 2 Enhanced Surface Water Treatment Rule (LT2ESWTR) by January 2008.

Coastside County Water District

Employee Meeting – Wednesday, September 19, 2007 – 8:00 a.m.

- I. Adoption of Resolution 2007-I6 recognizing certain employee classifications within Operations Division as separate bargaining unit and the Teamsters Union Local 856 as the unit's exclusive representative. – (*attachment*).
2. Adoption of Resolution 2007-I7 adopting temporary salary adjustment for certain management employees pending General Manager Appointment.
3. Public Outreach/Program Development/Water Resource Analyst's Report -
 - Monthly Report – (*attachment*)
 - Update on the Water Shortage and Drought Contingency Plan – (*attachment*)
 - San Francisco Public Utilities Commission (SFPUC) Water System Improvement Project (WSIP)
 - Pilarcitos Integrated Watershed Management Plan
4. Superintendent of Operations Report
 - Monthly Report – (*attachments*)
 - Recent Evacuation Drill
 - Test of Tsunami Warning System
 - Call Tree
 - El Granada (Phase 3) Pipeline Replacement Project – (*attachment*)
 - Alarms / SCADA
5. Office Manager's Report
6. Questions, Comments, Concerns
7. Adjournment

Water Quality Monitoring

Do Your Distribution Samples Provide a Clear Picture of Water Quality?

A well-designed sampling plan can optimize distribution system operation to deliver high-quality water to consumers.

BY JOE GUISTINO

VARIATIONS IN DISTRIBUTION system pumping schedules, as well as chemical and biological activity in reservoirs, can affect a distribution system's water quality as it flows to customers at various times of the day. To accurately capture water quality variations every day, utilities may have to alter their sample-collecting procedures.

REPRESENTATIVE SAMPLES

Many water utilities operate their treated-water pumping facilities on a time-of-use plan, pumping water at night and early morning when energy costs are lowest. Pumping is usually stopped between 10 a.m. and noon, and samples are generally collected in the morning to be analyzed in early afternoon.

Some samples—those collected for total coliform, disinfection by-products (DBPs), and corrosion under the Lead and Copper Rule—are age sensitive. Water districts may also analyze reservoir samples to monitor nitrification or to check system conditions. Most of the samples utilities collect are for total coliform analysis and usually are taken from a main via household hose bibs or dedicated sample stations. But do these samples accurately represent water quality in the distribution system's various pressure zones?

The answer depends on the time of day the samples are collected. If taken when all the distribution system pumps are running, the samples probably represent a blend of water from lower-zone reservoirs—even from the treatment plant clearwell—mixed with water from the network grid. When pumping stops during periods of high-energy costs, water stored in reservoirs flows freely to various pressure zones. A significant difference in chlorine residuals may appear between the distribution grid and the reservoirs. Often reservoir water is of lower quality, has lower chlorine residual and higher nitrites, and exhibits heterotrophic bacteria above system background levels.

If compliance samples are collected in the mornings, a sampling program can miss lower-quality water flowing from the reservoirs. Utilities that practice time-of-use pumping and collect samples during pumping periods must be aware that samples for total coliform will always be from the best water produced. Omission of lesser-quality water can also affect the results of DBP samples and, possibly, corrosion control samples collected under the Lead and Copper Rule. So how do you know that samples for DBP analysis truly reflect the longest residency time in your distribution system? One way is to include DBP and general chemistry samples in a comprehensive reservoir monitoring program.



RESERVOIR SAMPLE COLLECTION

Several reservoir sampling approaches can be taken to optimize distribution system operation and deliver high-quality water to consumers.

Inlet-Outlet Sampling. Although most reservoirs have sample lines, reservoir sampling can be tricky because a line's location may not allow a representative sample. Many reservoirs are underground without an easy way to collect representative samples. If a sample line is used, it's usually located on the inlet-outlet line. In such cases, to truly represent water quality, samples should be collected no sooner than 1 hr after pumping into the reservoir has stopped to ensure the samples will more closely reflect what's happening in the reservoir.

Determining the correct time to collect a representative sample from the inlet-outlet line must be done on a case-by-case basis. Samplers who collect samples following this procedure must return the samples to the laboratory in late afternoon, which will affect the schedules of technicians who conduct sample analyses or the analysis hold times if samples are to be shipped to an outside laboratory. These issues can be resolved through

Coastside Country Water District operator Jack Whelen collects a sample from a reservoir with a dedicated sample line.




Joe Guistino is with Coastside County Water District (www.coastsidewater.org), Half Moon Bay, Calif.

The total chlorine residual during the fill cycle was about 2.2 mg/L, typical for the zone where the water originated. When the fill cycle stopped, the residual plunged to less than 1 mg/L. If reservoir sampling occurred during the drain cycle, the ammonia levels usually were less than 0.1 mg/L, and nitrites were always greater than 0.2 mg/L. This example illustrates the potential effect that a reservoir's changing water can have on local distribution and sampling results.

WHERE DO WE GO FROM HERE?

A distribution system's water quality may undergo daily changes if the utility practices time-of-use or "off-peak" pumping. The quality of water delivered to customers during a reservoir fill cycle may differ from that delivered when the reservoir is on its drain cycle. Although still in compliance with water quality sampling regulations, a utility may not see a worst-case scenario that would be more in line with the spirit of the regulations. A utility could opt to collect all samples when reservoirs are on the drain cycle. This would be appropriate to get truly representative samples for total coliform and DBPs, as well as corrosion-control samples taken according to the Lead and Copper Rule. For utilities with their own laboratories, late-afternoon return of samples to the lab may require changes in technicians' or microbiologists' work hours.

Another approach is to establish a comprehensive reservoir monitoring program. Representative samples collected from reservoirs and analyzed for total coliform, nitrification by-products, DBPs, and general chemistry will provide a water quality picture during reservoir drain cycles. These results could warn a utility of water quality problems brewing in reservoirs, such as loss of chlorine residual and increased biological activity due to nitrification and DBP formation or corrosivity issues resulting from long detention times. Such a program could help utilities head off possible water quality violations. 

creative scheduling. In reservoirs where inlet-outlet lines are separate, samples taken from the outlet will provide a fair estimation of the reservoir water quality.

Hatch Sampling. Reservoir entry hatches may be retrofitted to include an enclosed, secure sample line originating just below the reservoir's midlevel and terminating at a hatch with a quick disconnect fitting inside a secure mini-hatch or access door. With this setup, the sampler connects a sterile 6-ft transparent vinyl plastic sample hose to the fitting and draws a sample with a portable peristaltic pump, a procedure that works well.

Of course, one could just open the hatch and collect a sample with a depth sampler, but this usually takes longer and can be tricky. The sampling device and rope must be autoclavable or otherwise capable of being disinfected. Keeping everything sterile during sampling can be troublesome. Opening a reservoir hatch will dislodge any insects, dust, or corrosion particles that have accumulated on and around the portal. It's best to keep hatch operation to a minimum.

Dedicated Sample Lines. Many reservoirs have dedicated sample lines, allowing samplers to get representative samples.

However, if a line is less than 2 ft from the reservoir bottom, it can be influenced by "first in/first out" water, if the water hasn't been adequately mixed. The best reservoir sampling arrangements are sites where sample lines protrude 2-3 ft into the tank at about the 8-ft level, ending in a secure tap on the outside of the tank about 4 ft off the ground.

Reservoir Mixers. When reservoirs have long detention times or nitrification problems, utilities often install in-situ mixers. One innovative mixer provides a port where samples of mixed reservoir water can be taken.

DAILY RESERVOIR ACTIVITY

In a chloraminated system with long residency times, daily changes within a reservoir can be significant. If nitrification is well under way, the chloramine residual can plummet in a matter of hours. For example, when a California water district installed online total chlorine analyzers on the intake-output lines at 19 reservoir sites with in-situ mixers, the district discovered that within a matter of hours the reservoir, even though well mixed, lost most of the chlorine residual that entered during the fill cycle.



20933 Cabot Blvd.
Hayward, CA 94545
510-895-1595
www.cintasfirstaid.com

09/11/07

CCWD
766 Main Street
Half Moon Bay, CA. 94019
(650) 726-4405

Attn: Joe Guistino

Re: Evacuation Drill

Pre-evacuation walkthrough / setup:

A walkthrough of the facility was conducted upon arrival. The facility has five exits, one on each side of the building. The alarm system consists of two brass bells that are sounded manually, one located in the receptionist's area and another at the top of the second floor stairs. There were approximately seven people in the main building and one in the adjacent shop at the time of the simulation, all were in participation.

The simulation was chosen to be a mock earthquake.

An employee was given a roll play assignment of an injured person who was struck in the head by a falling object and was unconscious in the conference room. The employee was instructed to remain on the floor at the back of the room.

Three of the five exits (front and rear) were marked "no access" and could not be used as an exit for the purpose of the simulation.

The employees were instructed that there had been a massive earthquake and that the building had sustained structural damage and needed to be evacuated immediately.

The simulation began at 11:35 AM.

Evacuation:

Upon notification of the evacuation, the employees began to swiftly move towards the exits, on occasion finding that they were blocked and redirecting themselves. One employee checked the men's room, no one checked the women's. It appeared that a few rooms were not searched for other employees. A few people yelled "evacuate the building" once or twice but there was no formal alarm to notify employees other than

word of mouth communication. Since the front and rear doors were blocked, everyone was forced out into the parking lot. The parking lot is secured by an electrically powered gate. Some employees got right out, others had to wait for the gate to be actuated by another employee who did so from a parked vehicle in the parking lot. Once the employees cleared the parking lot they went around the building and across the street to an empty parking lot where they had previously decided to meet.

The injured unconscious employee remained in the building.

After a brief discussion, the employees outside determined that they might not have checked the building very well and they were unsure as to whether the shop personnel had evacuated.

All able employees had cleared the building at 11:38:30 AM. All able employees were at the predestinated meeting place by 11:42:05. The total evacuation time was 7:05 minutes.

Nobody found or helped the injured unconscious employee.

The shop personnel were unaccounted for.

The natural gas line to the building was not shut off.

No one activated 9-1-1.

No one grabbed the AED or the First Aid kit.

There was no formal way of accounting for employees that may have been in the building.

Debriefing:

We discussed the injured employee that was not found and debated about a rescue had he been found. It was clear that there were two different opinions based on the ability to move the injured person. Overall the decision to move the injured employee seemed to be based on the size of the rescuer and the size of the injured person and whether or not the rescuer could evacuate the injured person without placing themselves in a position of danger. It was discussed that when evacuating an injured person during an emergency that care should be taken to protect the injured person but the evacuation was the paramount action. Additionally we discussed the need for designated sweepers.

We also discussed the meeting location and having to cross the street to get to it. It was determined that although having to cross a street presented a slight danger (no more than usual) the meeting place was appropriate due to the open area that provided safety in the event of fire, earthquake etc.

There was also the issue with the electronic gate in back and the need to get everyone trained on how to manually open the gate.

Lastly, we discussed the need to have a formal evacuation plan and how things might have went if there was one in place, had sweepers. We also talked about the need for evacuation maps as well as a grab-and-go bag for the AED as well as a trauma bag to aid with injured persons in the event of an evacuation.

Conclusion:

Overall, the evacuation drill was a good learning exercise. An effective drill discovers both positives and negatives that are used to better enhance the company and prepare for emergencies. It doesn't matter that the injured employee was not found during the drill. What matters is that we will have a better chance of finding them next time. I was satisfied with the results that the drill yielded and the direction that we are going to better equip the company and its employees to handle a real emergency.

Good job everyone!

Sincerely,

Leighton S. Wood
Occupational Safety Instructor
Cintas First Aid and Safety
Direct: 510-774-9600

26 September 2007

Eric Lacy, P.E.
State of California Department of Health Services
Santa Clara District
Drinking Water Field Operations Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403

Reference: Interim Distribution System Evaluation Plan

Dear Mr. Lacy:

Enclosed is our IDSE plan for Stage2 DBPR compliance planning. Larry McCollum of LJMcCollum Water Quality Consulting prepared the plan with the cooperation of the Coastside County Water District Staff.

This plan utilizes the Standard Monitoring Plan option of the Stage2 DBPR and will encompass the period from August 08 through July 09. We have selected 8 sites according to the guidelines set forth in the IDSE Guidance Manual. We have superimposed the locations of our proposed IDSE sample sites as well as the Stage 1 sites on 3 satellite images of our service area. These images include the entire service area as well as the areas of influence for the Nunes and Denniston WTPs.

I hope that this fulfills the requirements of the Stage 2 DBP Rule. As always, CCWD Staff is at your service to answer any questions.

Sincerely,

Joe Guistino
Superintendent of Operations
Coastside County Water District
(650) 726-4405

5 October 2007

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

Reference: September 2007 Monthly Report

Dear Ms. Nguyen:

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

Distribution System:

- 25 Total Coliform samples completed.
- Quarterly Report for Disinfection byproduct Precursors Compliance
- Quarterly Report for Disinfectant Residuals Compliance

Nunes Water Treatment Plant:

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

Denniston Water Treatment Plant:

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

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

Sincerely,

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

COASTSIDE COUNTY WATER DISTRICT

EXTERNAL ADVISORY COMMITTEE REPORT

Advisory Committee: SFPUC Policy Advisory & Future Water Resources Committee

Meeting Date and Time: 19 September 2007

Attending Committee Members: Director Feldman

Attending Staff Members: Joe Guistino, Interim General Manager
Cathleen Brennan, Water Resources Analyst

Subject: Pilarcitos Integrated Watershed Management Conference Call

Committee Recommendations:
None. Informational review.

Discussion Items:

In attendance were representatives of RCD, SAM, Farm Bureau, San Mateo County, SFPUC, NOAA, Program Consultants

The main focus of this conference call was a continuation of the modifications needed to the Goals and Objectives Report provided by the consultants. The Mission Statement was abandoned and the Goals and Objectives were fortified. Goal #1 was modified to specifically provide for maintaining water supply for CCWD and SFPUC and Goals 2 and 3 were switched to correct a typo.

We committed to provide an updated map of our system in it's relation to the watershed. This map will be ready for the Public Workshop on Saturday, 27 October. Cathleen and myself have agreed to help facilitate this workshop.

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

**MEETING OF THE SAN FRANCISCO PUBLIC UTILITIES
COMMISSION POLICY ADVISORY
AND FUTURE WATER RESOURCES COMMITTEE**

Wednesday, September 19, 2007 - 1:00 p.m. - 3:00 p.m.

**Pilarcitos Integrated Watershed Management Plan (IWMP)
Workgroup Conference Telephone Call
Coastside County Water District
766 Main Street
Half Moon Bay, CA**

AGENDA

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

- 1) Oral Communications
- 2) Conference call meeting of the Pilarcitos Restoration Workgroup with discussion of the following items:
 - Open Comments
 - Approve Minutes from September 10, 2007 Meeting
 - Provide comments on revised Goals and Objectives
- 3) Adjournment

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: October 9, 2007

Report Date: October 3, 2007

**Subject: Award of Contract for Construction of Phase 3
El Granada Transmission Pipeline Replacement
Project**

Recommendation:

Authorize staff to award contract for project construction to JMB Construction, Inc., subject to staff review of bid submittal and determination that JMB is the lowest responsible, responsive bidder.

Background:

The results of the bid opening held on October 2, 2007 for construction of the Phase 3 El Granada Transmission Pipeline Replacement Project were as follows:

<u>Contractor</u>	<u>Bid Amount</u>
JMB Construction, Inc.	\$ 4,549,196.25
Stoloski & Gonzalez, Inc.	4,581,040.00
Marques Pipeline, Inc.	5,089,250.00
Granite Construction Co.	5,488,488.00
Mountain Cascade, Inc.	5,525,909.50
McGuire & Hester	5,658,625.00
K.J. Woods Construction, Inc.	5,888,000.00
Andreini Brothers, Inc.	6,160,980.00
West Valley Construction, Inc.	6,795,525.00

STAFF REPORT

Agenda: October 9, 2007

Subject: Award of Contract for Phase 3 El Granada Transmission Pipeline Replacement Project
Page Two

*Engineer's estimate \$ 5,752,000

District staff is currently reviewing the Proposal from the low bidder, JMB Construction, Inc. and the firm's qualifications for performing the work (Note: this report is being written the day following the bid opening). Review work completed by the District Engineer includes (1) the arithmetic in the Proposal was checked and found to be correct, and (2) the low bidder's contractor's license was checked and found to be valid. A copy of the Proposal was forwarded to the District legal counsel for review.

The determination of the responsibility of a bidder is defined in General Condition G2.16 as follows:

"G2.16 RESPONSIBILITY OF BIDDERS. Bidders shall, if requested by the District, submit a statement of qualifications which shall include experience in the type of work to be performed, financial condition, available construction equipment, and listing of all agencies for which work has been performed during the past two years. The District may reject the Proposal of any bidder on the basis of insufficient work experience, insufficient financial capability, inadequate equipment, poor performance on work previously completed for the District or other agencies, or previous violation of safety or other legal requirements resulting in disqualification or otherwise being prevented from bidding on federal, state or local agency projects."

The District Engineer has written a letter to JMB Construction, Inc. requesting them to submit a statement of qualifications in conformance with G2.16.

Construction Management:

Because of the size, complexity, high cost, environmental sensitivity, and CDP and Caltrans compliance requirements of the project construction, it is the District Engineer's recommendation that a

STAFF REPORT

Agenda: October 9, 2007

Subject: Award of Contract for Phase 3 El Granada Transmission Pipeline Replacement Project
Page Three

professional engineering firm be retained to perform all required construction management services. The District has utilized outside consultants for construction inspection with varying degrees of success:

- 1) All of the Crystal Springs Project construction was inspected by the same consulting engineering firm that performed the design work. My observation was that when regular employees of the firm performed the inspection work there were few field problems, but when the firm hired construction inspection personnel for the work there were very large field problems including large claims from the contractor which were resolved in the contractor's favor.
- 2) For recent CCWD pipeline projects (Crystal Springs West Project, Main St./Hwy. 92 Project) the District utilized construction management consulting firms to perform all or a portion of the construction inspection work. District field personnel have reported to me that the inspection personnel had little interest in requiring the contractor to perform the work in compliance with the contract documents.

The field inspection requirements for the Phase 3 El Granada Pipeline Project are far more complex than for even the Crystal Springs Pipeline because of the requirements for compliance with the CDP Conditions and Storm Water Pollution Prevention Program. The CDP Conditions require the District to provide a native American monitor during all periods when trench excavation is being performed, and biological and wildlife monitors at certain locations and during certain times of the year.

Fiscal Impact:

The Capital Improvement Program for FY 07/08 contains funding for the Phase 3 El Granada Transmission Pipeline Replacement Project.

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: October 9, 2007

Report Date: October 1, 2007

Date:

Subject: District Engineer Work Status Report

Recommendation:

None. The agenda item is informational.

Background:

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

Work Performed Since Last Board Meeting

Work performed since the last Board of Directors meeting includes:

- Water Treatment Plant Short-Term Improvements. Engineering work is continuing. J. M. Turner Engineering, Inc. completed the preliminary design drawings the Denniston WTP structural modifications. Teter completed the drawings and other documents for the El Granada Tank No. 1 Site Piping Modifications. Teter attended the pre-construction meeting and reviewed the shop drawing submittal from Stoloski & Gonzalez, Inc. for the Denniston Storage Tank Modifications Project.
- Phase 3 El Granada Pipeline Replacement Project: Teter responded to questions from bidders and associated work during the bid period. Teter continued work as project coordinator, working with both E.I.P. Associates and Holman & Associates towards completing their project work.
- Wavecrest Road Pipeline Extension Project. Worked with Joe Guistino on the project including preparation of hydraulic calculations.

STAFF REPORT

Agenda: October 9, 2007

Subject: District Engineer's Work Status Report

Page Two

- Engineering Advice. Provided the District staff with advice on an as-requested basis on engineering-related topics.

Current Work Assignments:

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

1. Phase 3 El Granada Transmission Pipeline Replacement Project. See separate staff report.
2. Short-Term Improvements at Nunes & Denniston WTPs.

Denniston WTP Improvements:

- A. Denniston Storage Tank Modifications Project. A construction contract has been awarded to Stoloski & Gonzalez, Inc. in the amount of \$534,500. Construction on the pipeline portion of the work is anticipated to be completed during October. The storage tank modification work will not begin until January 2008 during the rainy season when it is safer to take the tank out of service.
- B. El Granada Storage Tank No. 1 Site Piping Modifications. This sub-project is linked to the Denniston WTP Improvements because it will modify the piping at El Granada Tank No. 1 to allow flow out of the tank should the volume of water stored in that tank be needed during the period that the Denniston tank is out of service for modifications. The engineering documents have been forwarded to Stoloski & Gonzalez, Inc. for a price quotation, and should that price be acceptable the work will be added to the Denniston Storage Tank Modifications Project as a change order.
- C. Denniston WTP Improvements. Design work is continuing on the modifications which consist of (1) replacement of the existing gas chlorination facilities with on-site hypochlorite generation facilities, (2) replacement of all of the chemical feed pumps with new feed pumps and all but one of the chemical storage tank with new tanks, (3) construction of chemical containment facilities, (4) replacement of the SCADA system, and (5) other miscellaneous improvements. The preliminary drawings for the piping and structural work have been completed, and the District Engineer is continuing working towards completion of the remaining Contract Documents.

STAFF REPORT

Agenda: October 9, 2007

Subject: District Engineer's Work Status Report

Page Three

Nunes WTP Improvements:

Design work is continuing on the modifications which consist of (1) replacement of the existing gas chlorination facilities with on-site hypochlorite generation facilities, (2) replacement of all of the chemical feed pumps with new pumps and all of the chemical storage tanks with new tanks, (3) construction of concrete walls for chemical containment, (4) replacement of the SCADA system, and (5) other miscellaneous improvements. The District Engineer is continuing working towards completion of the remaining Contract Documents.

Fiscal Impact:

1. Phase 3 El Granada Transmission Pipeline Replacement Project. The FY 07/08 Capital Improvement Program budget contains funding for this project.
2. Short-Term Water Treatment Plant Improvements. The FY 07/08 Capital Improvement Program budget contains funding for this project.

STAFF REPORT

To: Coastside County Water District Board of Directors

**From: Joe Guistino – Acting General
Manager/Superintendent of Operations**

Agenda: 9 October 2007

Report

Date: 3 October 2007

Subject: Award of Contract for AMR Pilot Program

Introduction

In July 2007, the Board of Directors instructed Staff to pursue piloting an automatic meter reading system for the meters located along Highway 92 with National Meter & Automation, Inc. who were the low bidders for this project.

Recommendation:

Award of contract for procurement and installation of the ORION AMR system to National Meter & Automation, Inc. for the Highway 92 AMR Pilot Program.

Background:

The Orion AMR system is a proven technology to enable water utilities to accurately and reliably conduct their meter reading in a fraction of the time it takes to read manually. It has also proven to provide data on customer service leaks, consumption patterns, and improved customer service by timely notification of problems. Other benefits are the ability to reallocate staff to other tasks and projects and increase revenue by the benefit of changing out of old meters that have lost their accuracy.

Staff has met with National Meter & Automation, Inc to establish scheduling, training, interface with our billing system, safety precautions and meter replacement for the 67 meters on Highway 92. We are in a position to proceed with the hopes of having this project installed by the end of November.

Fiscal Impact: Retrofitting the 67 various sized meters along highway 92 with the Orion AMR will cost \$27,000 and is fully funded in our FY 08 budget.

CONTRACT

THIS CONTRACT is made and entered into as of this _____ day of _____, _____ by and between the COASTSIDE COUNTY WATER DISTRICT, hereinafter called the "District" and National Meter & Automation, Inc. hereinafter called the "Contractor".

THE PARTIES AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** The Contractor shall perform all the work and furnish all the labor, materials, tools, equipment, machinery, services, transportation, incidentals and appurtenances required to complete the construction and installation of the **Highway 92 AMR Pilot Project** all in full compliance with the Contract Documents referred to herein.

2. **TIME OF COMPLETION.** After the Contract has been executed by the District, the Contractor shall begin work within 10 days after the effective date of the Notice to Proceed issued by District and shall diligently prosecute all of the work to completion within **Sixty (60)** calendar days from the effective date of the Notice to Proceed. If the Contractor fails to complete the work within the time limit set forth herein, or as it may be modified as provided in the Contract Documents, liquidated damages shall be paid to the District, as provided in the Contract Documents.

3. **CONTRACT PRICE.** In consideration of the performance of the work as set forth in the Contract Documents, the District agrees to pay to the Contractor the amount set forth in the Contractor's Proposal dated **29 April 2007**, as it may be hereafter adjusted in accordance with the Contract Documents, and to make such payments in the manner and at the times provided in the Contract Documents. The Contractor agrees to complete the work within the time specified herein and to accept as full payment the amounts provided for herein.

4. **COMPONENTS OF CONTRACT.** This Contract shall consist of the following documents each of which is on file in the office of the District and all of which are hereby referred to and by this reference made a part hereof as fully and completely as if they were fully set forth herein:

- a) This Contract
- b) The Contractor's signed Proposal
- c) General Conditions
- d) Special Provisions
- e) Specifications

The Contract will also include Contract Change Orders, if any, issued by the District as provided in the Contract Documents. The Contract represents the entire integrated agreement between the parties hereto and supersedes prior negotiations, agreements or representations, whether written or oral, except representations contained in the Contractor's Qualifications Statement submitted prior to the award of Contract, if one was required.

5. **WORKER'S COMPENSATION CERTIFICATION.** By its signature hereunder, the Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in, accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the work of this Contract.

6. **NOTICES.** Any notices required or permitted under this Contract may be given by personal delivery to an authorized representative of the recipient or by certified or registered United States mail. In the case of the Contractor, notices shall be addressed to the business address specified in its Proposal. In the case of the District, notices shall be addressed to:

Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019
Attn: General Manager

A copy of any notices to the District shall also be concurrently mailed or delivered personally to the Engineer.

Notice shall be presumed to be received three (3) business days after deposit in the mail, postage prepaid, or upon the date of delivery, if personally given.

7. **GOVERNING LAW.** This Contract is executed and shall be performed in San Mateo County, California. It shall be governed by and construed in accordance with the laws of the State of California.

8. **LEGAL ACTIONS; AGENT FOR SERVICE OF PROCESS.** Any action relating to this Contract, including all disputes between the parties, shall be instituted and prosecuted in a court of competent jurisdiction in the State of California.

Each party hereby appoints the individual listed opposite its name to act as its initial agent for service of process relating to any such action.

DISTRICT: Joe Guistino, Acting General Manager
Name of Individual Agent for
Service of Process

766 Main Street
Street Address

Half Moon Bay, CA 94019
City, State, Zip Code

(650) 726-4405
Telephone

CONTRACTOR: National Meter and Automation, Inc – Kathy Richards
Name of Individual Agent for
Service of Process

Street Address

PO Box 8339, Santa Rosa, CA 95407
City, State, Zip Code

(707) 575-0700
Telephone

IN WITNESS WHEREOF, the parties hereto have signed this Contract as of the day and year first above written.

COASTSIDE COUNTY WATER DISTRICT:

BY: _____
President, Board of Directors

ATTEST: _____
Secretary of the District

APPROVED AS TO FORM:

Attorney for the District

CONTRACTOR:

National Meter and Automation, Inc.
Name Under Which Business is Conducted

BY: _____
Name: Kathy Richards
Title: (Sales Representative)

ATTEST: _____
Name: _____
Title: (Secretary or Assistant Secretary)

California Contractor License No.: _____

Business Address: **National Meter and Automation, Inc.**
PO Box 8339
Santa Rosa, CA 95407

Note: Format for Contract execution by Contractor will be adapted for a sole owner, partnership, corporation or joint venture, as appropriate.

PAYMENT BOND

BOND NO. _____
AMOUNT: \$ _____

KNOW ALL MEN BY THESE PRESENTS, that _____

hereinafter called the PRINCIPAL, and _____
_____,
a corporation duly organized under the laws of the State of _____, having
its principal place of business at _____
_____,
in the State of _____, and authorized to do business in the State of
California, hereinafter called the SURETY, are held and firmly bound unto Coastside County
Water District, hereinafter called the OBLIGEE, in the sum of _____
_____ Dollars (\$ _____)
lawful money of the United States, for the payment of which, well and truly to be made, we bind
ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by
these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, the PRINCIPAL has entered into a Contract with the OBLIGEE for the
construction of **HIGHWAY 92 AMR PILOT PROGRAM** and said PRINCIPAL is required
under the terms of said Contract to furnish a bond securing payment of claims to which reference
is made in Section 3248 of the Civil Code.

NOW, THEREFORE, if said PRINCIPAL or any of its subcontractors fails to pay any of the
persons named in Section 3181 of the Civil Code, or amounts due under the Unemployment
Insurance Code with respect to work or labor performed under the Contract, or any amounts
required to be deducted, withheld and paid over to the Employment Development Department
from the wages of employees of the Contractor and his subcontractors pursuant to Section 13020
of the Unemployment Insurance Code with respect to such work and labor, the SURETY will
pay for the same, in an amount not exceeding the sum specified in this bond, and also will pay, in
case suit is brought upon this bond, a reasonable attorney's fee, to be fixed by the court.

This bond will inure to the benefit of any of the persons named in Section 3181 of the Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

This bond is given to comply with Sections 3247 and 3248 of the Civil Code. The liability of the PRINCIPAL and SURETY hereunder is governed by the provisions of said Code, all acts amendatory thereof, and all other statutes referred to therein, including Section 3225 of the Civil Code.

The SURETY, for value received, hereby agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or to the specifications incorporated therein shall impair or affect its obligations and its bond and it hereby waives notice of any such change, extension of time, alteration or addition.

IN WITNESS WHEREOF the above-bounded parties have executed this instrument this _____ day of _____, 20____, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representatives, pursuant to authority of its governing body.

National Meter & Automation, Inc.
PRINCIPAL

BY _____

SURETY

BY _____
Attorney-In-Fact

* * *

Note: Signature of person executing for SURETY must be notarized and evidence of corporate authority-attached.

PERFORMANCE BOND

BOND NO. _____
AMOUNT: \$ _____

KNOW ALL MEN BY THESE PRESENTS, that _____

hereinafter called the PRINCIPAL, and _____

a corporation duly organized under the laws of the State of _____,
having its principal place of business at _____

in the State of _____, and authorized to do business in the State of
California, hereinafter called the SURETY, are held and firmly bound unto the Coastside County
Water District, hereinafter called the OBLIGEE, in the sum of _____
_____ Dollars (\$ _____)

lawful money of the United States, for the payment of which, well and truly to be made, we bind
ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by
these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, the PRINCIPAL has entered into a Contract with the OBLIGEE for the
construction of **HIGHWAY 92 AMR PILOT PROGRAM** and said PRINCIPAL is required
under the terms of said Contract to furnish a bond of faithful performance of said Contract.

NOW, THEREFORE, if the PRINCIPAL shall well and truly perform and fulfill all of the
undertakings, covenants, terms and agreements of said Contract, and any modification thereto
made as therein provided, at the time and in the manner therein specified, then this obligation
shall become null and void, otherwise it shall be and remain in full force and virtue.

The SURETY, for value received, hereby agrees that no change, extension of time, alteration or
addition to the terms of the Contract or to the work to be performed thereunder, or the
Specifications incorporated therein shall impair or affect its obligations and its bond, and it
hereby waives notice of any such change, extension of time, alteration or addition.

As a condition precedent to satisfactory completion of the Contract, the above obligations to the amount of

(\$ _____) being not less than ten percent (10%) of the total amount payable by OBLIGEE under the Contract, shall hold good for a period of two (2) years after completion and acceptance of the work, during which time, if the PRINCIPAL makes full, complete and satisfactory repair and replacement of defective materials, faulty workmanship, and work not conforming to the requirements of the Contract, and protects the OBLIGEE from cost and damage caused by the same, then the above obligation in the sum of _____ Dollars (\$ _____) shall become null and void, otherwise it shall remain in full force and virtue.

In the event suit is brought upon this Bond by the OBLIGEE and said OBLIGEE is the prevailing party, the SURETY shall pay, in addition to the sums set forth above, all costs incurred by the OBLIGEE in such suit, including reasonable attorneys' fees to be fixed by the court.

IN WITNESS WHEREOF, the above bounded parties have executed this instrument this _____ day of _____, 200____, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

National Meter & Instrumentation, Inc.
PRINCIPAL

BY _____

SURETY

BY _____
Attorney-In-Fact

* * *

Note: Signature of person executing for SURETY must be notarized and evidence of corporate authority-attached.

GENERAL CONDITIONS

INTERPRETATION OF DOCUMENTS.

If any person contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of the Specifications or the Contract Documents, or finds discrepancies in, or omissions from these documents, he or she may submit to the General Manager a written request for an interpretation or correction thereof. A person submitting the request will be responsible for its prompt delivery. An interpretation or correction of the Specifications or other Contract Documents will be made only by addendum duly issued and a copy of such addendum will be mailed or delivered to each bidder receiving a set of such Specifications and Contract Documents. Oral interpretations of any provision in the Specifications and Contract Documents given before the award of the contract will not be binding.

ADDENDA.

Any addenda issued during the time of bidding, or forming a part of the documents loaned to the bidder for the preparation of a bid, shall be covered in the bid and shall be made a part of the contract. Receipt of all addenda shall be acknowledged on the bid form in the space provided therefor.

EXECUTION OF CONTRACT.

The contractor will be required to execute the contract within ten (10) calendar days from the date of the Notice of Award mailed to the contractor at the address given by him in his proposal. Failure to execute the contract within the time specified shall allow the District to consider that the bidder has abandoned the contract, in which case the check or bidder's bond, accompanying the proposal, if required, shall be the property of the District. Failure of the Contractor execute the contract and file acceptable certificates of insurance as provided herein with ten (10) days after the date of Notice of Award that the contract has been awarded to him shall be just cause for the annulment of the award and forfeiture of the bid guarantee, if required.

LAWS AND REGULATIONS.

The Contractor's attention is directed to the fact that all applicable federal and state laws, county and District ordinances and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout and they will be deemed to be included in the contract the same as though herein written out in full.

IDENTIFICATION OF SUBCONTRACTORS.

The Contractor shall list in the proposal the name, location of place of business and the portion of the work which will be done by each subcontractor who will perform work, furnish labor, or render services to the Contractor in or about the work in excess of one-half of one percent (1/2%) of the total bid price. Omission of such data from any proposal under the aforesaid provisions constitutes an agreement by the bidder to perform that portion.

EXTRA WORK AND CHANGES.

Extra work means work that was not included in the Proposal or referenced in the Contract Documents. Extra work does not include any items for which a unit price was stated in the Proposal even if the estimated quantity differs from the actual quantity. The District, without invalidating the contract, may order extra work or make changes in or deletions from the work and increase or decrease the contract price accordingly. All work shall be executed under the original contract except that any claim for extensions of time caused thereby shall be adjusted at the time of ordering such extra work or change. No extra work or change shall be made unless agreed to by the General Manager and no claim for an addition to the contract price shall be valid unless so agreed to by the General Manager. Before becoming effective, all change orders and claims for additions to the contract price must be signed by the General Manager and the contractor. The value of such extra work or change shall be determined in one or both of the following ways:

- a. By estimate and acceptance in a lump sum.
- b. By any unit prices named in the contract or subsequently agreed upon.

The contract price shall be adjusted by considering separately any work added and any work deleted. The contractor agrees that contractor shall not be entitled to claim damages for anticipated profits on any portion of work that may be deleted. The amount of any adjustment for work deleted shall be estimated at the time deletion of work is ordered and the estimated adjustment will be deducted from the subsequent monthly pay estimates.

The District reserves the right to contract with any person or item other than the contractor for any or all extra work.

INSURANCE.

The contractor shall not commence work under this contract until contractor has furnished the District with satisfactory proof of the insurance specified herein. The District, its officers, agents and employees shall be named insured on all insurance policies required herein including Workers' Compensation Insurance. All insurance policies shall contain provisions that a policy shall not be cancelled or renewal of such a policy declined unless notice is mailed to the District not less than thirty (30) days prior to the effective date of non-renewal or cancellation. All notices shall be given by certified mail to the District.

Workers' Compensation Insurance. The contractor shall maintain, during the life of the contract Workers' Compensation Insurance, or equivalent, for all his employees employed on this work, and he shall require any subcontractor to provide similar insurance for all said subcontractors' employees, unless said subcontractors' employees are covered by the insurance maintained by the contractor.

Public Liability and Property Damage Insurance. The contractor shall maintain public liability and property damage insurance against death or injury to persons, or damage to property, during the life of the contract; said insurance in such form as will protect the contractor and District from all claims as herein provided including vehicular liability insurance, in the following amounts:

Public liability insurance of not less than \$1,000,000 for bodily injury, including accidental death and, property damage liability insurance per occurrence.

Vehicular liability insurance covering owned, hired, or non-owned vehicles shall be in an amount of not less than \$1,000,000 for bodily injury including accidental death, and for property damage per occurrence.

The contractor's public liability and property damage insurance, including vehicular liability insurance, shall provide the primary coverage on all claims arising out of the performance of the contract.

PAYMENT AND PERFORMANCE BONDS.

Contractor shall furnish Performance and Labor and Materials bonds as follows:

The Performance Bond shall be in a penal sum of not less than ten percent (10%) of the total contract price at the time of award.

The Labor and Materials bond shall be in a penal sum of not less than one hundred percent (100%) of the total contract price at the time of award.

Each surety company bond, which purports to have been executed by an agent or attorney-in-fact for the corporate surety, is required to have submitted with it a power of attorney to the signatory agent or attorney-in fact, and executed by corporate surety upon a date reasonably proximate to the date of the bond, or the power of attorney shall be accompanied by the certificate of the surety to the effect that the power of attorney was in full force and effect upon a date reasonably proximate to the date of the bond.

MAINTENANCE BOND.

The Performance Bond shall remain in effect for a period of one (1) year after the date of final acceptance of the work by District and shall guarantee the repair of all damage due to faulty materials or workmanship provided or done by the contractor.

AUTHORITY OF GENERAL MANAGER.

The General Manager shall be the District's representative during the construction, and shall observe the work in progress on behalf of the District. The General Manager has authority to stop the work whenever such stoppage may be necessary to insure the proper execution of the contract. The General Manager shall also have authority to reject all work and materials that do not conform to the contract. To prevent disputes and litigation, the General Manager will, within a reasonable time after their presentation to him, make decisions, in writing, on all claims of the District or the contractor and on all other matters relating to the execution and progress of the work or the interpretation of the Plans and Contract Documents. The General Manager's estimates and decisions shall be the condition precedent to the right of the contractor to any action on the contract and to any right to receive additional money under the contract. The General Manager shall not have the authority to order changes in the work or extra work except as provided elsewhere in these Conditions. The General Manager's decisions as to interpretations of the Plan, Specifications and Contract Documents are final and conclusive.

INSPECTION.

The General Manager shall at all times have access to the work during its construction, and shall be furnished with every reasonable facility for ascertaining that the materials and workmanship are in accordance with the requirements and intentions of the Plans and Specifications. All work done and all materials furnished shall be subject to his inspection. The inspection of the work or materials shall not relieve the contractor of any of his obligations to fulfill his contract as prescribed. Work and materials not meeting such requirements shall be made good and unsuitable work or materials may be rejected, notwithstanding that such work or materials have been previously inspected by the General Manager or that payment therefore has been included in a progress payment.

FINAL INSPECTION.

When the work has been completed, the General Manager will make the final inspection.

PERMITS AND LICENSES.

Unless otherwise provided for in the Special Provisions, the contractor shall procure all permits and licenses, pay all charges and fees, and give all notices necessary and incident to the due and lawful prosecution of the work. This includes permits, if any, that may be required in connection with trenching work for installation of conduit and wire, if such trenching is needed.

RESPONSIBILITY FOR DAMAGE.

The District and its employees, including the General Manager, shall not be answerable to or accountable in any manner for any loss or damage that may happen to the work or any part thereof; for any loss or damage to any of the materials or other things used or employed in performing the work; for injury to or death of any person, either workmen or the public, or for damage to property from any cause which might have been prevented by the contractor, or the contractor's workers, and anyone employed by the contractor.

The contractor shall be responsible for any liability imposed by law and for injuries to or death of any person or damage to property resulting from defects or obstructions or from any cause whatsoever during the progress of the work or at any time before its completion and final acceptance.

The contractor shall indemnify and save harmless the District, its officers, agents and employees connected with the work, from all claims, suits, or actions of every name, kind and description, damage to property resulting from the construction of the work or by or in consequence of any negligence in guarding the work; use of improper materials in construction of the work or by or on account of any act or omission by the contractor or his agents during the progress of the work or at any time before its completion and final acceptance.

In addition to any remedy authorized by law, so much of the money due the contractor under and by virtue of the contract as shall be considered necessary by the District, may be retained by the District, until disposition has been made of such suits or claims for damages as aforesaid. The contractor shall be responsible for any liability imposed by law and for injuries to or death of any person or damage to property and shall indemnify and save harmless the District, its officers and employees connected with the work, within the limits of which District work is being performed hereunder, all in the same manner and to the same extent as provided above for the protection of the district, its officers, agents and employees connected with the work, except that no retention of money due the contractor under and by virtue of the contract will be made by the District pending disposition of suits or claims for damages brought against the District.

Nothing in the contract is intended to create the public or any member thereof a third party beneficiary hereunder, nor is any term and condition or other provision of the contract intended to establish a standard of care owed to the public or any member thereof.

ASSIGNMENT.

The performance of the contract may not be assigned, except upon the written consent of the District. Consent will not be given to any proposed assignment which would relieve the original contractor or his surety of their responsibilities under the contract nor will the District consent to any assignment of a part of the work under the contract.

TERMINATION OF CONTRACT.

Failure to supply an adequate working force, or material of proper quality, or in any other respect to prosecute the work with the diligence and force specified by the contract, is grounds for termination of the contractor's control over the work and for taking over the work by the District.

SCOPE OF PAYMENT.

The contractor shall accept the compensation provided in this contract as full payment for furnishing all labor, materials, tools, equipment, and incidentals necessary to the completed work and for performing all work contemplated and embraced under the contract; also for loss or damage arising from the nature of the work; or from the action of the elements, or from any unforeseen difficulties which may be encountered during the prosecution of the work until the acceptance by the District and for all risks of every description connected with the prosecution of the work, also for all expenses incurred in consequence of the suspension or discontinuance of the work as provided in the contract; and for completing the work according to the Plan. Neither the payment of any estimate nor of any retained percentage shall relieve the contractor of any obligation to make good any defective work or material. No compensation will be made in any case for loss of anticipated profits.

STOP NOTICES.

The District may at its option, and at any time, retain out of any amounts due the contract, sums sufficient to cover claims filed pursuant to state law.

PARTIAL PAYMENTS.

So long as the work herein contracted for is prosecuted in accordance with the provisions of the contract, payment will be on the basis of an estimated cost schedule, covering the entire job, which shall be prepared by the contractor and approved by the General Manager before the start of the work. The amount of said estimate, after deducting ten percent (10%) and all previous payments, shall become due and payable ten (10) days after the Board meeting in the month scheduled for approval of such payments. The ten percent (10%) deducted, as above set forth,

shall be withheld by the District to insure faithful completion of the work under the terms of the contract documents and to provide a fund for the payment of any claims which may accrue against the District because of some act or omission on the part of the contractor.

Nothing contained in this section shall be construed to affect the right, hereby reserved, to reject the whole or any part of the aforesaid work, should such work be later found not to comply with any of the provisions of the contract documents. All estimated quantities of work for which progress payments have been made are subject to review and correction on the final estimate. Payment by the District and acceptance by the contractor of progress payments based on periodic estimates of quantities of work performed shall not, in any way, constitute acceptance of the estimated quantities used as the basis for computing the amount of the progress payments.

FINAL PAYMENT.

Upon the final completion of the work, the General Manager shall issue a certificate that the work has been completed and accepted by him/her under the conditions of the contract, and shall make and approve the final estimate of the work. A Notice of Completion shall then be filed or recorded by the District, in full compliance with the applicable statutory requirements. Thirty-five (35) days after filing or recording the Notice of completion, the entire balance found to be due the contractor, including the retained percentages, but excepting such sums as may be lawfully retained by the District, shall then be paid to the contractor. Such payment shall be conditioned, however, upon the submission by the contractor of evident satisfactory to the District that all claims for labor, material and any other outstanding indebtedness in connection with the contract have been paid.

SPECIAL PROVISIONS.

GUARANTY OF WORK.

Notwithstanding inspections and acceptance by the District of work furnished under this Contract, the Contractor warrants to the District that all materials and equipment furnished under the Contract, including that provided pursuant to Change Orders, will be of good quality and new, that the work will be free from defects in material or workmanship, and that the work will conform to the requirements of the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective.

This warranty by the Contractor is in addition to any warranties or guarantees required by the Special Provisions or Technical Specifications for specified items of equipment or materials. This warranty shall be in effect notwithstanding any disclaimers, or limiting or conditional terms contained in such separate warranties furnished by manufacturers or suppliers.

CORRECTION OF WORK DURING WARRANTY PERIOD.

If, within two years after the date of final acceptance of the work by the District, any of the work is found not to be in accordance with the Contract Documents, specifically including Section 1, above, ("Guaranty of Work") the Contractor shall correct it promptly after written notice from the District to do so, and pay for any damage to other property resulting from such non-conforming work. If the Contractor fails to make the repairs or replacements promptly, or in an emergency when delay could cause risk of damage or loss, the District may have the non-conforming work removed, replaced or corrected at the expense of the Contractor and his surety. Non-conforming work which is remedied under this Section shall be subject to an extended warranty obligation, identical in terms to that provided by Section 1 and this Section for a period of two years after the non-conforming work has been remedied.

Nothing contained in this Section 2 shall be construed to establish a period of limitation with respect to other obligations which the Contractor may have under the Contract Documents. Establishment of the period of two years as described in this Section relates only to the specific obligation of the Contractor to correct the work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the work.

EXTRA WORK

Contractor acknowledges that the replacement of conduit and wires and trenching work associated therewith shall be considered extra work and shall not be undertaken unless the District so directs. If District determines, in consultation with Contractor, to proceed with such work then Contractor will perform such work at the prices set forth in Contractor's proposal upon receipt of a written change order from District.

CLEANUP.

All equipment and materials removed shall be disposed of off site by the Contractor. All construction debris and materials shall also be disposed off site by the Contractor, and work areas shall be cleaned as required to restore them to their pre-construction condition.

WORK INCLUDED

- A. NMAAI shall replace and/or retrofit 67 water meters in service and enable them with ORION Universal Transmitters so that they can be read remotely with ORION Reading Software (ORS) via a Panasonic Toughbook.
- 67 water meters of the following sizes:
 - 54 5/8" meters
 - 1 3/4" meter
 - 7 1" meters
 - 4 2" meters
 - 1 3" meter
 - Meters older than 20 years old are to be replaced with new Sensus SRII meters to be provided by Coastside County Water District
Meters older than 20 years include:
 - 42 5/8" meters
 - 3 1" meters
 - 1 3/4" meters
- B. Supply of all material necessary to automate services
- C. Install and disposal of existing meters at specified locations
- D. Collection of meter change out data to include:
- Meter Number
 - ORION Radio Transmitter Number
 - Meter Size
 - Final read-out from existing meter
- E. Final inspection of system to include:
- Read of meter system to confirm 100% read success
 - Establish GPS Lat/Long points
- F. On-site Training and system implementation

COMPLIANCE WITH REGULATORY REQUIREMENTS

All work shall be in full compliance with all current requirements of regulatory agencies. Contractor shall be responsible for obtaining all permits necessary to install and operate the equipment and for meeting all certification requirements.

PRODUCTS

See Technical Specifications section of Proposal.

OPERATIONS MANUALS

All manuals associated with use of Toughbook Laptop and all ORION AMR software related to product.

TECHNICAL SPECIFICATIONS

See attached.

END OF SECTION

DESCRIPTION

APPLICATIONS: The ORION® Universal 1 Pit and Remote Transmitter is factory programmed for connectivity to compatible encoders including: Sensus® ECR II and ICE™ encoder, Neptune® ProRead® and E-Coder™ registers, AMCo Scancoder® and Hersey® Translator encoder. All ORION Universal 1 transmitters have intelligence built into the electronics to allow the unit to automatically determine which encoder it is connected to without programming.

The Universal 1 Pit Transmitter is designed for water pit or vault installations that are subject to flooding or submergence. The Universal Pit Transmitter is offered in two different configurations to provide maximum performance for each application. The transmitters include pit transmitters designed for metal lid applications and nonmetal applications.

The Universal 1 Remote Transmitter is designed for basement, indoor or outdoor installations that are not subject to flooding or submergence.

RESOLUTION: ORION Universal Transmitters broadcast an electronic reading resolution equal to what is provided by the encoder register connected to it. The Universal 1 Transmitter offers an electronic reading of up to seven digits.

LEAK DETECTION: The ORION Universal Transmitter provides optional leak detection notification when the meter is read. The system reports leak detection when a two-hour window of no usage is not found within a 24 hour time period. The system automatically resets when the next two hour window of no usage is found.

DATA PROFILING: ORION Transmitters can be purchased with an optional Data Profiling feature. The ORION Data Profile Transmitter includes all of the same features and functionality of the ORION Transmitter plus a customer programmable data storage option. The Data Profile information provides utilities with an additional customer support tool to determine customer tampering and to help resolve high water usage disputes. With the capability to store over 21,000 consumption readings, based on an hourly time interval, the ORION Data Profile Transmitter can accumulate over two years worth of customer usage for analysis.

CONSTRUCTION: The ORION Universal Pit Transmitter is constructed of a threaded plastic housing with an ORION RF board completely encapsulated in a waterproof epoxy. The completely threaded housing provides for maximum flexibility when installing the pit transmitter below or through a pit lid.

The ORION Universal Remote Transmitter is constructed of a plastic remote enclosure with an ORION RF board. The Universal Transmitter may be installed indoors or outside but is not designed for vault or meter pit applications, which are subject to flooding or submergence.

TEMPERATURE: The operating temperature of the ORION Universal 1 Pit and Remote Transmitter is -40°C to 60°C (-40°F to 140° F). The water meter should not be subject to temperatures below freezing.

WIRE CONNECTIONS: The ORION Universal Transmitter can be wired up to any approved encoder register with up to 75 feet of wire.



**Universal 1
Pit Transmitter**



**Universal 1
Remote Transmitter**

ELECTRICAL: The electronic circuitry of the ORION Universal 1 Pit and Remote Transmitter is designed to provide immunity to electrical surges and transients per IEC801-2, IEC801-4 Severity Level 4.

METER COMPATIBILITY: The ORION Universal 1 Pit and Remote Transmitter is compatible with Sensus ECR II and ICE encoders, Neptune ProRead and E-Coder registers, AMCo Scancoder registers and Hersey Translator encoders.

CAUTION

The ORION Universal Transmitter should only be connected to a Badger Meter approved product. Connection to an unapproved product will void the transmitter warranty.

WARNING

TRANSPORTATION: The Federal Aviation Administration prohibits operating transmitters and receivers on all commercial aircraft. When powered, the ORION Universal 1 Pit and Remote Transmitter are considered an operating transmitter and receiver and cannot be shipped by air.

LICENSE REQUIREMENTS: This device complies with Part 15 of the FCC Rules. Operation of this device is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. Any changes made by the user not approved by the Badger Meter can void user's authority to operate the equipment. No license is required by the utility to operate an ORION meter reading system.

Badger® and ORION® are registered trademarks of Badger Meter, Inc. All other trademarks are trademarks of their respective owners.

ORI-T-41

905



Please see our website at
www.badgermeter.com
for specific contacts.

Copyright © Badger Meter, Inc. 2005. All rights reserved.

Due to continuous research, product improvements and enhancements, Badger Meter reserves the right to change product or system specifications without notice, except to the extent an outstanding contractual obligation exists.



BadgerMeter, Inc.

P.O. Box 245036, Milwaukee, WI 53224-9536

(800) 876-3837 / Fax: (888) 371-5982

www.badgermeter.com

OVERVIEW

The Premium ORION Reading Software (ORS) is a flexible laptop based program that optimizes the automation capabilities of Automatic Meter Reading (AMR). With the proper configuration, the Premium ORION Reading Software can be structured to read either a stand alone ORION System or a Multi-Lingual AMR system consisting of a combination of ORION, RAMAR, and Datamatic Transmitters.

The Premium ORS serves as a graphical interface to the ORION and ORION Multi-Lingual Receiver. The software provides an intuitive and easy to use navigational tool and status display that minimizes the need for user intervention.

When implemented with the ORION Receiver or ORION Multi-Lingual Receiver, the ORS displays a mapping program that allows the user to see a visual representation of the location of the vehicle and ORION, RAMAR and Datamatic Transmitters. During the reading cycle, ORS can be used as a reference tool to run screen reports and to ensure all transmitters have been read before leaving an area.

The laptop packaged with the ORS Kit consists of a ruggedized, Windows XP based Panasonic TOUGHBOOK computer with a touch sensitive screen. The touch screen display has anti-glare properties making it easy to view the display in outdoor applications.

SPECIFICATIONS

CPU	Intel® Pentium® M processor, LV778 MS Windows XP operating system, 512 MB SDRAM, 80 GB hard drive
Communications	9 pin serial communication for data acquisition Internal Bluetooth®
Drives	1.44 MB floppy diskette drive and DVD-ROM
Display	13.3" Active TFT Color 1024x768 with touch screen
Power Supply	AC and DC power supplies Long lasting lithium ion battery pack

ORION® is a registered trademark of Badger Meter, Inc.
RAMAR® is a registered trademark of Ramar Technology Ltd.
Datamatic® is a registered trademark of Datamatic, Ltd.
Windows® is a registered trademark of Microsoft Corporation.
TOUGHBOOK® is a registered trademark of Matsushita Electric Corporation of America.
Panasonic® is a registered trademark of Matsushita Electric Industrial Co., Ltd.
Intel® and Pentium® are registered trademarks of Intel Corporation.
Bluetooth® is a registered trademark of Bluetooth, SIG, Inc.

COMPONENTS

The ORS Premium Kit contains the following components:

- Ruggedized Panasonic TOUGHBOOK Laptop with sunlight viewable touch sensitive screen.
- ORION Receiver
- Premium ORION Reading Software
- Serial Cable
- Receiver whip antenna
- Receiver magnetic mount antenna
- GPS antenna
- Optical programmer
- AC power supply
- DC power supply
- Carrying case
- Extra receiver battery pack

The ORS Premium Multi-Lingual Kit Contains:

- Ruggedized Panasonic TOUGHBOOK Laptop with sunlight viewable touch sensitive screen.
- ORION Multi-Lingual Receiver
- Premium ORION Reading Software
- Serial Cables
- Receiver whip antenna
- Receiver magnetic mount antenna
- GPS antenna
- Optical programmer
- AC power supply
- DC power supply
- Carrying case
- Extra receiver battery pack
- ORION Smart Box (required with RAMAR reading system only)



ORI-T-39

12-05

Due to continuous research, product improvements and enhancements, Badger Meter reserves the right to change product or system specifications without notice, except to the extent an outstanding contractual obligation exists.



Please see our website at
www.badgermeter.com
for specific contacts.



BadgerMeter, Inc.

P.O. Box 245036, Milwaukee, WI 53224-9536
(800) 876-3837 / Fax: (888) 371-5982
www.badgermeter.com

DESCRIPTION

APPLICATIONS: Based on the Microsoft® Windows® operating system, CONNECT provides a flexible interface between the billing system and meter. It is designed to handle all types of Badger® Meter Reading Technologies (MRT) used to obtain meter readings. Specifically, CONNECT processes readings to and from the following technologies and collectors:

- ORION® RF
- TRACE® RF
- DIALOG® Close-Proximity using MC-V™ hand held computer
- ACCESSplus® through the telephone system
- Manual reads of Badger Meter Read-o-Matic® remote registers or direct registers

OPERATION: CONNECT software is very powerful and easy to use by inserting information on menu screens or "pages". It separates MRT functions into extremely logical groupings which makes it easy to perform its task in relation to the goal: *getting a meter reading from the meter to the billing system quickly and effortlessly.* Descriptions of these groupings are given below.

MRT GROUPINGS:

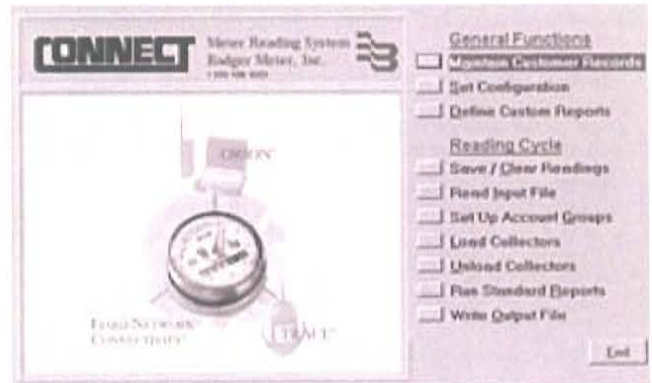
Customer Information: The Customer Information page contains the information which is the basis of the CONNECT Meter Reading System. It describes every meter being monitored, regardless of how the meter is read. For meters being read automatically, it describes the meter reading device and all its parameters. Additionally, for all meters, it lists the location of the meter and the customer account information so that the meter is easy to find if questions arise. Finally, it holds all the details of the last reading, the history of the last 24 meter readings and any notes regarding the customer or account.

Set Configuration: This page permanently holds the setting parameters CONNECT needs to perform meter reading functions. Once the parameters are set, there is probably no need to reset them.

Custom Reports: The Custom Reports page enables the user to build a report of selective fields chosen from the CONNECT database. In addition, the parameters of the report can be saved by name to make it very easy to run the report in the future.

Save/Clear Readings: This page enables the preparation of meter information for the next meter reading cycle. The current reading can be saved in the "History" of readings field for a particular meter, cleared for the next reading cycle, or both.

Read Input File: The Read Input File page processes information from other systems, including the billing system, to update the CONNECT database. This page is used to read a file of new accounts sent from the billing system or to update the high and low limit values for meters that are to be read.



SYSTEM REQUIREMENTS

Operating CONNECT® requires the following:

Computer

- CPU - Pentium®II or above
- Hard Disk Drive - 2 GB available for CONNECT use
- Diskette Drive
- CDROM Drive
- Internal Modem
- Operating System - Windows 95 or above
- RAM - 64 MB available for CONNECT use

Other Equipment

- Serial Port - 1 open for CONNECT use
- Parallel Port
- Monitor - 15" minimum
- Mouse - PS/2 style
- Keyboard
- Printer - Laser or Ink Jet

Optional

- Power Strip or Console - 6 outlet with surge protection
- Network Adapter
- Sound Card
- Extended On Site Service

Backup Considerations

A means to back up CONNECT data must be provided. If it will not be done through the network, a Zip Drive or other means of removable backup can be used.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Acting General Manager

Agenda: 9 October 2007

Report

Date: 28 September 2007

Subject: Discussion and possible authorization to staff to purchase new fleet vehicle

Recommendation:

Authorize staff to purchase a new Ford F150 4 x 2 pick-up truck from Serramonte Ford.

Background:

The District needs to replace an existing Ford Ranger pick-up truck with a new one. The three criteria for replacement of District vehicles are:

- Age over ten (10) years - (existing truck is 10 years old).

or

- Mileage of 100,000 miles - (current truck mileage is 101,000 miles).
- Condition of vehicle - (existing vehicle needs thousands of dollars in repairs including the entire front suspension, ball joints, bushings, etc., plus an undiagnosed engine noise).

Requests for bids were sent out to five (5) different Ford dealerships last Spring. District employees chose a Ford truck again because of quality and local services from James Ford in Half Moon Bay. We

received one quote (since only one regional Ford dealer provides fleet quotes) and that is for \$17,930.

STAFF REPORT

Agenda: October 9, 2007

Subject: Discussion and possible authorization to staff to purchase new fleet vehicle

Page Two

Staff considered other types of vehicles, even hybrids, sedans, and small pick-up trucks, but the best vehicle for our needs is a full-size pick-up truck. We did downgrade to a two-wheel drive truck, from the existing four-wheel drive pick-up.

Fiscal Impact:

The cost is \$17,930, which includes a spray-in bed liner and sales tax. \$40,000.00 is in the budget for replacement of vehicles in for FY 2008.

NGP530

VEHICLE ORDER CONFIRMATION

08/06/07 10:44:39

=>

Dealer: F72024

2008 F-150

Page: 1 of 1

Order No: F987 Priority: J0
Ord PEP: 502A Cust/Flt Name: COASTSIDEWATR

Order Type: 3 Price Level: 815
PO Number:

		RETAIL	DLR INV			RETAIL	DLR INV
12	F150 4X2 SS R/C	\$17645	\$16598.00		6000# GVWR		
	145" WHEELBASE				CA BOARD FEES	NC	.65
17	OXFORD WHITE CC				FRT LICENSE BKT	NC	NC
	VINYL 40/20/40	NC	NC	422	CALIF EMISSIONS	NC	NC
	FLINT			535	TRAILER TOW PKG	350	291.00
12A	PREF EQUIP PKG			572	AIR CONDITION	850	706.00
	.XL SERIES			5	U.S. GAL GAS		15.05
	.CARPET DELETE				PRICED DORA	NC	NC
	.MAN BLK MIRRS				FDAF ASSESSMENT		465.00
	.AM/FM STEREO				DEST AND DELIV	925	925.00
14C	.17" GREY STEEL			TOTAL	BASE AND OPTIONS	21615	20532.70
19W	4.6L EFI V8 ENG	750	623.00	TOTAL		21615	20532.70
140	ELEC 4-SPD AUTO	1095	909.00	*THIS IS NOT AN INVOICE*			
172	.P235 BSW A-S						
119	3.55 REG AXLE	NC	NC				

1=Help
4=Submit
99 - PRESS F4
ICP 60

F2=Return to Order
F5=Add to Library
IT

F3/F12=Veh Urd Menu

0C07737⁷⁰
 20532⁷⁰
 24000⁷⁰
 825% TAX 1388⁷⁰
 CA time 875

17930¹⁵

CHRISTOPHER IRWIN
SERRAMONTE FORD
PHONE (650) 301-7129
CELL (650) 642-1321
FAX (650) 301-7159

COASTSIDE COUNTY WATER DISTRICT

PERSONNEL ADVISORY COMMITTEE REPORT

Advisory Committee: Personnel Committee

Meeting Date and Time: October 1, 2007

Attending Committee Members: Everett Ascher, Director
Bob Feldman, Director

Attending Staff Members: Joe Guistino, Interim General Manager
Gina Brazil, Office Manager

Subject: Salary and Benefit Survey and Personnel Manual update

Committee Recommendations:

- 1. Committee recommends that the District prepare a Request for Proposal (RFP) for salary and benefit survey**
 - 2. Recommend updating Personnel Manual**
-

Discussion Items:

The Personnel Committee met on Monday, 1 October 2007, and discussed the need for a Salary and Benefit Survey (including job descriptions). It has been over 6 years since the last survey. An updated survey would enable the District to establish a base line for future negotiations and evaluations.

The Personnel Committee also discussed the need to update the Personnel Manual in regards to:

- Amending the Personnel Manual to include language to authorize the General Manger to provide for merit bonuses if warranted once an employee reaches the top step of their designated pay scale.
 - Clarification of evaluation review process in regards to the timing, responsibility and obligated signatories.
 - Add a provision and description of the review process for the General Manager by the Board of Directors.
-

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE DISTRICT PERSONNEL COMMITTEE

Monday, October 1, 2007 - 8:00 a.m..

AGENDA

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

- 1) Oral Communications
- 2) Discussion and possible recommendations regarding changes to Personnel Manual
- 3) Adjournment

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: October 9, 2007

Subject: Advisory Committee List Revisions

Recommendation: Staff recommends discussing revisions to the advisory committee list and to consider approving the revised advisory committee list.

Discussion Items:

Attached are the current Internal and External Advisory Committee List and a revised Internal and External Advisory Committee List prepared by staff.

The purpose of revising the list was to assign staff to each of the internal advisory committees. While revising the list, there seemed to be opportunities to combine committees and efforts.

- The Personnel Committee and the Recruitment Committee were combined to create the Human Resources Committee with the understanding that there may be a need to have special assignments made depending on the position being recruited.
- The District Facilities Committee was combined with the Denniston Restoration Committee because the same directors and staff members were assigned to both.
- A Water Resources Committee was added to the list of internal advisory committees to fill the advisory need for conservation programs and other water resources activities related to integrated watershed and integrated water plan management.
- The current committee list refers to external advisory committees, which was changed to external advisory commitments.
- The SFPUC Policy Advisory and Future Water Resources Committee referred to in the current external advisory committee list was revised and is referred to in the revised list as Water Resources under external advisory commitments.

The list has two sections. The first section is a list of internal advisory committees that consist of staff and Directors. The second section is a list of external advisory commitments that are assigned to Directors and the General Manager.

**COASTSIDE COUNTY WATER DISTRICT
ADVISORY COMMITTEE LIST**

Revised: April 5, 2007

	INTERNAL ADVISORY COMMITTEES	MEMBERS
1	Finance Committee (S)	Directors Ascher & Coverdell
2	Water Quality Compliance Committee (S)	Directors Mickelsen & Feldman
3	Personnel Committee (S)	Director Feldman & Director Ascher
4	District Facilities Committee (S)	President Larimer & Director Coverdell
5	Rates & Fees Committee (A)	President Larimer & Director Feldman
6	Denniston Restoration Committee (A)	President Larimer & Director Coverdell
7	External Affairs Committee (S)	Directors Ascher & Mickelsen
8	Recruitment Committee (A)	President Larimer & Director Ascher

Legend: S = Standing Committee
A = Ad Hoc Committee

	EXTERNAL ADVISORY COMMITTEE	REPRESENTATIVE
1	Association of California Water Agencies (ACWA) Local Government	Director Ascher
2	California Special District Association	To Be Discussed
3	ACWA/JPIA Representative	Director Ascher
4	Bay Area Water Supply & Conservation Agency (BAWSCA)	Director Mickelsen
5	SFPUC Policy Advisory & Future Water Resources Committee	Directors Feldman & Mickelsen
6	Montara Water and Sanitary District Mutual Interest Committee	Director Ascher & Coverdell

Name		Description	Board Members	Staff	
Internal Advisory Committees					
1	S	Finance Committee	The finance committee is responsible for planning the annual budget and financial performance oversight. This committee develops the Operations and Maintenance Budget and makes adjustments to the Capitol Improvement Program Budget consistent with the financial resources and capabilities of the district. The committee makes recommendations to the Board and the Board discusses the recommendation(s) and takes the appropriate action at the Board meeting. The committee is responsible for an annual review of consulting services contracts and agreements, and for an annual review of the District's procurement activities and procedures. This committee is responsible for ACWA/JPIA items.	Director Ascher Director Coverdell	General Manager Superintendent of Operations Office Manager Accounting Consultant
2	S	Water Quality	This committee reviews and oversees the health and safety certification and compliance process required by state and federal laws. It oversees the District's water quality record keeping, review of plant equipment and instrumentation as it relates to water quality standard operating procedures, and all other issues related to water quality. In concert with the General Manager, it recommends changes to District policies required to maintain a safe and quality water product. The committee reviews the Annual Water Quality Report – Consumer Confidence Report and the Annual Report to the Drinking Water Program and recommends to the Board the actions required to adopt these reports.	Director Feldman Director Mickelsen	General Manager Superintendent of Operations Treatment Supervisor
3	S	Human Resources (Personnel and Recruitment)	The development of the General Manager's Performance Plan is the responsibility of this committee. The Board adopts the GM's Annual Performance Plan in closed session. The committee schedules the midterm, final performance evaluations and authors a draft evaluation report for the GM's personnel file to be approved by the Board. The committee is responsible for reviewing the changes to staff position descriptions and the district's personnel manual. These documents are reviewed as required. The committee is also responsible for labor negotiations and recruitment for vacant positions. Note: Recruitment process might require different or more Board members depending on the position being recruited.	Director Ascher Director Feldman	General Manager Superintendent of Operations Office Manager Administrative Assistant
4	A	Rates and Fees	The committee reviews current water pricing models and evaluates cost recovery. It develops alternative pricing models and considers conservation rate structures. This committee makes recommendations to the Board. Rates and Fees should be evaluated on an annual basis.	Director Feldman Director Larimer	General Manager Office Manager Water Resources Analyst Accounting Consultant
5	A	External Affairs (customer service and public outreach)	This committee oversees the development of public information about the operations of the district including an annual review of the District's web site. This committee also oversees CSDA, ACWA, and AWWA commitments.	Director Ascher Director Mickelsen	General Manager Office Manager Administrative Assistant Water Resources Analyst

Name		Description	Board Members	Staff	
6	S	Water Resources	This committee meets with officials from the SFPUC, monitors our water contract with SFPUC in conjunction with BAWSCA. The committee is responsible for oversight of the Pilarcitos Integrated Watershed Management Plan and the Integrated Water Management Plan. The committee reviews the Urban Water Management Plan, The Water Supply and Evaluation Plan and reporting and compliance with the California Urban Water Conservation Council.	Director Feldman Director Mickelsen	General Manager Superintendent of Operations Water Resources Analyst
7	S	District Facilities	This committee oversees the development of the annual capital improvement program and anticipates the District's long-term capitol improvement requirements and planning. The committee prepares a Capitol Improvement Program Budget and Schedule. And presents its recommendations for the annual capital improvements to the Finance committee. This committee is charged with oversight of the Denniston Restoration Project.	Director Coverdell Director Larimer	General Manager Superintendent of Operations Engineering Consultant
S: Standing Committee A: Ad Hoc Committee				Staff is not limited to the positions listed above. Depending on the topic more staff may be involved.	
External Advisory Commitments					
1		Association of California Water Agencies (ACWA)	This organization represents the interests of water districts in California.	Director Ascher	General Manager
2		Association of California Water Agencies (ACWA)/ Joint Powers Insurance Authority (JPIA)	This organization sets insurance rates for special districts that belong to ACWA.	Director Ascher	General Manager
3		California Special District Association (CSDA)	The CSDA is a lobby for special districts within California. They pursue state wide policy and legislation of benefit to special districts.	Director Ascher	General Manager
4		Bay Area Water Supply and Conservation Agency (BAWSCA)	The Director assigned to this organization represents Coastside CWD on BAWSCA's Board of Directors. BAWSCA represents wholesale customers of the SFPUC.	Director Mickelsen	General Manager
5		Water Resources	This committee meets with officials from the SFPUC, monitors our water contract with SFPUC in conjunction with BAWSCA. The committee is responsible for oversight of the Pilarcitos Integrated Watershed Management Plan and the Integrated Water Management Plan. Note: There is also an internal advisory committee with the same name and similar description.	Director Feldman Director Mickelsen	General Manager
6		Montara Water and Sanitary District- Mutual Interest Committee	This committee meets with MWSD and develops goals in areas of mutual interest.	Director Ascher Director Coverdell	General Manager