

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, November 13, 2012 - 6:00 p.m.

AGENDA

1) ROLL CALL

2) PUBLIC COMMENT

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

3) CLOSED SESSION

A. Conference with Legal Counsel

Pursuant to California Government Code Section §54956.9(b)

Anticipated Litigation - Significant Exposure to Litigation:

One Potential Case

4) RECONVENE TO OPEN SESSION

Report on Action Taken in Closed Session

5) ADJOURNMENT

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

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, November 13, 2012 - 7:00 p.m.

AGENDA

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

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

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

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

- 1) ROLL CALL**

- 2) PLEDGE OF ALLEGIANCE**

- 3) PUBLIC COMMENT**

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

4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending September 30, 2012: Claims: \$1,179,920.85; Payroll: \$65,888.39 for a total of \$1,245,809.24 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of October 9, 2012 Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of November 2, 2012 Special Board Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. October 2012 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Report for October 2012 ([attachment](#))
- K. Notice of Completion - Denniston Reservoir Maintenance Dredging ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Approval of Water Service Agreement for Half Moon Village Senior Housing Project ([attachment](#))
- B. Denniston/San Vicente Projects Review and Status Update ([attachment](#))
- C. Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, Data Analysis, and Modeling ([attachment](#))
- D. Approval of Budget Increase for Denniston Water Treatment Plant Improvements Project Engineering Services During Construction Provided by Kennedy/Jenks Consultants ([attachment](#))
- E. Year to date Financial Review ([attachment](#))

- F. Participation in Bay Area Water Supply and Conservation Agency's (BAWSCA) Bond Issuance to Prepay Capital Debt Owed to San Francisco ([attachment](#))
- G. Potential Amendment to Code of Conduct Regarding Compensation and Expense Reimbursement for Board Members and Approval of Attendance at Conferences, Meetings, and Events of Other Organizations ([attachment](#))

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

- Stone Dam Pipeline Emergency Interim Replacement Project
- Personnel Changes
- Restore Hetch Hetchy Initiative

- A. Operations Report ([attachment](#))
- B. Water Resources Report ([attachment](#))

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

9) **ADJOURNMENT**

Accounts Payable

Checks by Date - Summary By Check Number

User: gbrazil
Printed: 11/1/2012 - 9:05 AM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
18022	SAN14	COUNTY OF SAN MATEO	10/01/2012	0.00	5,460.00
18023	UB*01071	JEFF TORCHIA	10/03/2012	0.00	364.00
18024	CRO08	PETER A. CROSLAND	10/05/2012	0.00	477.50
18025	ALL04	ALLIED WASTE SERVICES #9:	10/12/2012	0.00	333.63
18026	ASS01	HEALTH BENEFITS ACWA/JPI	10/12/2012	0.00	21,418.05
18027	ATT02	AT&T	10/12/2012	0.00	1,420.36
18028	BFI02	BFI OF CALIFORNIA, INC.	10/12/2012	0.00	623.17
18029	COA15	COASTSIDE NET, INC	10/12/2012	0.00	130.31
18030	CUL01	CULLIGAN SANTA CLARA, C	10/12/2012	0.00	2,210.45
18031	HAR03	HARTFORD LIFE INSURANCE	10/12/2012	0.00	1,793.07
18032	ICM01	VANTAGEPOINT TRANSFER /	10/12/2012	0.00	40.00
18033	KAI01	KAISER FOUNDATION HEAL	10/12/2012	0.00	8,777.00
18034	OCE04	OCEAN SHORE CO.	10/12/2012	0.00	557.17
18035	PAC01	PACIFIC GAS & ELECTRIC CO	10/12/2012	0.00	55,406.40
18036	PUB01	PUB. EMP. RETIRE SYSTEM	10/12/2012	0.00	17,598.74
18037	SAN07	SM CTY ENVIRONMENTAL H	10/12/2012	0.00	1,629.00
18038	SAN20	SAN FRANCISCO FIRE CREDI	10/12/2012	0.00	450.00
18039	VAL01	VALIC	10/12/2012	0.00	1,400.00
18040	SAN35	SAN FRANCISCO PUBLIC UTI	10/24/2012	0.00	750.00
18041	A1001	A-1 SEPTIC TANK SERVICE	10/25/2012	0.00	525.00
18042	ADP01	ADP, INC.	10/25/2012	0.00	654.20
18043	ADV02	FRANK YAMELLO	10/25/2012	0.00	235.00
18044	ANA01	ANALYTICAL ENVIRONMEN	10/25/2012	0.00	641.60
18045	AND01	ANDREINI BROS. INC.	10/25/2012	0.00	24,246.53
18046	AND10	ANDERSON PACIFIC ENGINE	10/25/2012	0.00	332,410.48
18047	ANG01	ANGELO'S MUFFLER	10/25/2012	0.00	537.75
18048	ATT03	AT&T LONG DISTANCE	10/25/2012	0.00	155.40
18049	AZT01	AZTEC GARDENS, INC.	10/25/2012	0.00	190.00
18050	BAR01	BARTKIEWICZ, KRONICK & S	10/25/2012	0.00	126.90
18051	BAY05	BAY AREA WATER SUPPLY &	10/25/2012	0.00	9,572.25
18052	BAY07	BAY PACIFIC PIPELINE, INC	10/25/2012	0.00	172.81
18053	BIG01	BIG CREEK LUMBER	10/25/2012	0.00	10.82
18054	BIG02	BIG ED'S CRANE SERVICE, IN	10/25/2012	0.00	858.00
18055	CAL08	CALCON SYSTEMS, INC.	10/25/2012	0.00	8,479.88
18056	CAL09	CALIFORNIA URBAN WATER	10/25/2012	0.00	100.00
18057	CAL11	CALIFORNIA C.A.D. SOLUTIO	10/25/2012	0.00	28,937.50
18058	CAL33	CALIFORNIA SPECIAL DISTRI	10/25/2012	0.00	4,925.00
18059	CAR02	CAROLYN STANFIELD	10/25/2012	0.00	485.00
18060	CHE03	PAUL CHEE	10/25/2012	0.00	200.00
18061	COA07	COAST OIL COMPANY, LLC	10/25/2012	0.00	2,776.84
18062	COA14	COASTSIDE CARPET CLEANE	10/25/2012	0.00	495.00
18063	COA19	COASTSIDE COUNTY WATER	10/25/2012	0.00	168.73
18064	CRO03	CROWDER SUPPLY CO, INC.	10/25/2012	0.00	1,600.00
18065	CSG01	CSG SYSTEMS, INC	10/25/2012	0.00	2,742.43
18066	CUM01	CUMMINS WEST, INC.	10/25/2012	0.00	14,483.85

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
18067	CUR01	CURLEY & RED'S INC. BODY :	10/25/2012	0.00	1,246.69
18068	DAL01	DAL PORTO ELECTRIC	10/25/2012	0.00	1,800.00
18069	DEP07	DEPARTMENT OF PUBLIC HE	10/25/2012	0.00	5,761.04
18070	EKI01	EKI INC.	10/25/2012	0.00	18,321.69
18071	GEM01	GEMPLER'S, INC.	10/25/2012	0.00	2,632.54
18072	GEO01	GEO-LOGIC ASSOCIATES, INC	10/25/2012	0.00	8,680.00
18073	GOL04	GOLDEN STATE FLOW MEAS	10/25/2012	0.00	2,198.78
18074	GRA05	GRANITEROCK	10/25/2012	0.00	504.01
18075	HAC01	HACH CO., INC.	10/25/2012	0.00	735.00
18076	HAL01	HMB BLDG. & GARDEN INC.	10/25/2012	0.00	410.67
18077	HAL04	HALF MOON BAY REVIEW	10/25/2012	0.00	1,130.00
18078	HAL24	H.M.B.AUTO PARTS	10/25/2012	0.00	13.10
18079	HAN01	HANSONBRIDGETT. LLP	10/25/2012	0.00	4,493.00
18080	HAR03	HARTFORD LIFE INSURANCE	10/25/2012	0.00	1,793.07
18081	HOM01	HOME DEPOT	10/25/2012	0.00	105.18
18082	HOR02	RICHARD HORNOR	10/25/2012	0.00	100.00
18083	ICM01	VANTAGEPOINT TRANSFER /	10/25/2012	0.00	40.00
18084	IRO01	IRON MOUNTAIN	10/25/2012	0.00	400.86
18085	IRV01	IRVINE CONSULTING SERVIC	10/25/2012	0.00	1,520.00
18086	IRV02	IRVINE CONSULTING SERVIC	10/25/2012	0.00	1,046.75
18087	KEN03	KENNEDY/JENKS CONSULTA	10/25/2012	0.00	6,162.50
18088	LOM01	GLENNA LOMBARDI	10/25/2012	0.00	99.00
18089	MET06	METLIFE SBC	10/25/2012	0.00	1,274.80
18090	MIS01	MISSION UNIFORM SERVICES	10/25/2012	0.00	196.66
18091	MON07	MONTEREY COUNTY LAB	10/25/2012	0.00	2,736.00
18092	NAG01	PAUL NAGENGAST	10/25/2012	0.00	100.00
18093	NEW01	NEW WORLD ENVIRONMENT	10/25/2012	0.00	1,000.00
18094	NOR06	NORRIS SCREEN & MFG, INC.	10/25/2012	0.00	6,995.64
18095	OFF01	OFFICE DEPOT	10/25/2012	0.00	647.50
18096	ONL01	ONLINE RESOURCES	10/25/2012	0.00	150.00
18097	ONT01	ONTRAC	10/25/2012	0.00	377.39
18098	PAU01	PAULO'S AUTO CARE	10/25/2012	0.00	73.35
18099	PIT04	PITNEY BOWES	10/25/2012	0.00	198.00
18100	PRI01	PRINCETON WELDING , INC.	10/25/2012	0.00	6,961.95
18101	PUB01	PUB. EMP. RETIRE SYSTEM	10/25/2012	0.00	17,677.14
18102	PUM01	PUMP REPAIR SERVICE CO. I	10/25/2012	0.00	8,143.66
18103	RIC01	RICOH AMERICAS CORPORA'	10/25/2012	0.00	584.08
18104	RIC02	RICOH AMERICAS CORP	10/25/2012	0.00	802.05
18105	ROB01	ROBERTS & BRUNE CO.	10/25/2012	0.00	61,079.49
18106	ROG01	ROGUE WEB WORKS, LLC	10/25/2012	0.00	465.00
18107	RYA01	RYAN HERCO PRODUCTS CO.	10/25/2012	0.00	18.50
18108	RYA04	RYAN PROCESS, INC	10/25/2012	0.00	23,695.85
18109	SAN03	SAN FRANCISCO WATER DEP	10/25/2012	0.00	190,963.61
18110	SAN05	SAN MATEO CTY PUBLIC HE/	10/25/2012	0.00	482.00
18111	SAN16	SAN MATEO CTY TAX COLLE	10/25/2012	0.00	1,009.28
18112	SAN20	SAN FRANCISCO FIRE CREDI	10/25/2012	0.00	450.00
18113	SAN35	SAN FRANCISCO PUBLIC UTI	10/25/2012	0.00	10,000.00
18114	STE02	JIM STEELE	10/25/2012	0.00	3,150.00
18115	STO01	STOLOSKI & GONZALEZ, INC	10/25/2012	0.00	79,861.75
18116	STR02	STRAWFLOWER ELECTRONIC	10/25/2012	0.00	23.02
18117	TEA02	TEAMSTERS LOCAL UNION #	10/25/2012	0.00	681.00
18118	TET01	JAMES TETER	10/25/2012	0.00	9,444.22
18119	UB*01072	LISA DEAL	10/25/2012	0.00	63.19
18120	UB*01073	BARBARA CARCELLO	10/25/2012	0.00	29.12
18121	UB*01074	ALISON PARKS	10/25/2012	0.00	75.00

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount	
18122	UB*01075	BROADVIEW ESTATES	10/25/2012	0.00	44.28	
18123	UB*01076	SAHIB AULAKH	10/25/2012	0.00	42.20	
18124	UB*01077	DEIRDRE MINER-EATON	10/25/2012	0.00	75.00	
18125	UB*01078	THUMMAWIT NITCHAPHON	10/25/2012	0.00	75.00	
18126	UNI15	UNIVAR USA INC	10/25/2012	0.00	2,748.55	
18127	VAL01	VALIC	10/25/2012	0.00	1,400.00	
18128	VER02	VERIZON WIRELESS	10/25/2012	0.00	311.40	
18129	WES11	WEST COAST AGGREGATES,	10/25/2012	0.00	405.43	
18130	WHE01	VIRGINIA WHELEN	10/25/2012	0.00	195.00	
18131	COA20	COASTSIDE COUNTY WATER	VOID	10/29/2012	5.00	0.00
18132	COA21	COASTSIDE COUNTY WATER	VOID	10/29/2012	5.00	0.00
18133	BOR04	G. BORTOLOTTO & CO.	10/29/2012	0.00	559.08	
18134	CAB01	CABRILLO UNIFIED SCHOOL	10/29/2012	0.00	124,062.26	
18135	CHE01	CHEVRON/TEXACO UNIVERS	10/29/2012	0.00	2,524.02	
18136	FIR06	FIRST NATIONAL BANK	10/29/2012	0.00	1,551.33	
18137	GUI01	JOE GUISTINO	10/29/2012	0.00	195.00	
18138	HEA01	HEALTHWORKS	10/29/2012	0.00	159.04	
18139	IPR01	IPR-REPIPE CALIFORNIA	10/29/2012	0.00	400.31	
Report Total:				10.00	1,179,920.85	

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Oct-12

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	747,364.78	738,452.00	8,912.78	1.2%	3,026,673.70	2,681,685.00	344,988.70	12.9%
TOTAL OPERATING REVENUE		747,364.78	738,452.00	8,912.78	1.2%	3,026,673.70	2,681,685.00	344,988.70	12.9%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	4,537.68	2,083.33	2,454.35	117.8%	11,903.82	8,333.32	3,570.50	42.8%
1-0-4180-00	Late Notice -10% Penalty	5,436.58	4,167.00	1,269.58	30.5%	27,605.73	16,668.00	10,937.73	65.6%
1-0-4230-00	Service Connections	300.95	666.66	(365.71)	-54.9%	1,732.62	2,666.64	(934.02)	-35.0%
1-0-4920-00	Interest Earned	886.25	885.00	1.25	0.0%	1,766.54	1,770.00	(3.46)	-0.2%
1-0-4930-00	Tax Apportionments/Cnty Checks	271.00	0.00	271.00	0.0%	18,087.50	15,000.00	3,087.50	20.6%
1-0-4950-00	Miscellaneous Income	481.87	3,083.33	(2,601.46)	-84.4%	16,951.21	12,333.32	4,617.89	37.4%
1-0-4955-00	Cell Site Lease Income	10,121.97	9,793.66	328.31	3.4%	39,991.93	39,174.64	817.29	2.1%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	(103,376.66)	0.00	(103,376.66)	0.0%	(103,376.66)	0.00	(103,376.66)	0.0%
TOTAL NON-OPERATING REVENUE		(81,340.36)	20,678.98	(102,019.34)	-493.3%	14,662.69	95,945.92	(81,283.23)	-84.7%
TOTAL REVENUES		666,024.42	759,130.98	(93,106.56)	-12.3%	3,041,336.39	2,777,630.92	263,705.47	9.5%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	190,963.61	257,396.00	66,432.39	25.8%	680,775.97	995,519.00	314,743.03	31.6%
1-1-5230-00	Pump Exp, Nunes T P	2,712.30	1,834.00	(878.30)	-47.9%	7,541.20	7,955.00	413.80	5.2%
1-1-5231-00	Pump Exp, CSP Pump Station	49,758.63	32,610.00	(17,148.63)	-52.6%	133,608.28	130,440.00	(3,168.28)	-2.4%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,299.30	921.00	(378.30)	-41.1%	4,425.09	3,759.00	(666.09)	-17.7%
1-1-5233-00	Pump Exp, Pilarcitos Can.	386.28	119.00	(267.28)	-224.6%	925.80	559.00	(366.80)	-65.6%
1-1-5234-00	Pump Exp. Denniston Proj.	564.02	13,854.00	13,289.98	95.9%	1,669.00	18,838.00	17,169.00	91.1%
1-1-5235-00	Denniston T.P. Operations	98.73	3,724.00	3,625.27	97.3%	546.45	5,064.00	4,517.55	89.2%
1-1-5236-00	Denniston T.P. Maintenance	995.79	3,000.00	2,004.21	66.8%	1,505.96	12,000.00	10,494.04	87.5%
1-1-5240-00	Nunes T P Operations	3,058.67	8,065.00	5,006.33	62.1%	30,132.77	37,733.00	7,600.23	20.1%
1-1-5241-00	Nunes T P Maintenance	7,180.68	3,333.33	(3,847.35)	-115.4%	21,384.25	13,333.32	(8,050.93)	-60.4%
1-1-5242-00	CSP Pump Station Operations	743.75	708.00	(35.75)	-5.0%	2,693.79	2,832.00	138.21	4.9%
1-1-5243-00	CSP Pump Station Maintenance	12,491.66	3,333.33	(9,158.33)	-274.8%	18,836.02	13,332.00	(5,504.02)	-41.3%
1-1-5250-00	Laboratory Services	3,595.39	1,862.00	(1,733.39)	-93.1%	6,146.92	16,427.00	10,280.08	62.6%
1-1-5318-00	Studies/Surveys/Consulting	0.00	5,666.60	5,666.60	100.0%	0.00	22,666.40	22,666.40	100.0%
1-1-5321-00	Water Conservation	5,491.99	6,183.00	691.01	11.2%	6,589.07	24,732.00	18,142.93	73.4%
1-1-5322-00	Community Outreach	65.87	2,933.00	2,867.13	97.8%	1,364.97	11,732.00	10,367.03	88.4%
1-1-5411-00	Salaries & Wages -Field	62,693.04	75,793.77	13,100.73	17.3%	320,020.17	341,071.96	21,051.79	6.2%
1-1-5412-00	Maintenance -General	18,085.25	13,650.00	(4,435.25)	-32.5%	82,736.85	54,600.00	(28,136.85)	-51.5%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	22,021.56	3,720.00	(18,301.56)	-492.0%	35,565.13	14,880.00	(20,685.13)	-139.0%
1-1-5415-00	Maintenance -Well Fields	0.00	500.00	500.00	100.0%	0.00	2,000.00	2,000.00	100.0%
1-1-5610-00	Salaries/Wages-Administration	46,700.81	50,978.77	4,277.96	8.4%	218,488.85	229,404.45	10,915.60	4.8%
1-1-5620-00	Office Supplies & Expense	8,734.91	10,885.00	2,150.09	19.8%	30,819.30	43,540.00	12,720.70	29.2%
1-1-5621-00	Computer Services	2,227.66	6,250.00	4,022.34	64.4%	9,734.28	25,000.00	15,265.72	61.1%
1-1-5625-00	Meetings / Training / Seminars	1,514.90	1,666.66	151.76	9.1%	2,987.45	6,666.64	3,679.19	55.2%
1-1-5630-00	Insurance	5,850.00	18,750.00	12,900.00	68.8%	32,739.62	50,000.00	17,260.38	34.5%
1-1-5635-00	EE/Ret. Medical Insurance	29,297.20	37,656.83	8,359.63	22.2%	116,701.68	150,627.32	33,925.64	22.5%
1-1-5640-00	Employees Retirement Plan	33,245.58	37,428.38	4,182.80	11.2%	152,768.62	168,427.71	15,659.09	9.3%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	600.60	5,000.00	4,399.40	88.0%	13,260.60	20,000.00	6,739.40	33.7%
1-1-5682-00	Engineering	649.00	1,166.66	517.66	44.4%	1,129.00	4,666.64	3,537.64	75.8%
1-1-5683-00	Financial Services	0.00	3,000.00	3,000.00	0.0%	0.00	8,500.00	8,500.00	0.0%
1-1-5684-00	Payroll Tax Expense	7,215.57	9,066.69	1,851.12	20.4%	37,735.64	40,800.10	3,064.46	7.5%
1-1-5687-00	Membership, Dues, Subscript.	10,707.25	5,366.66	(5,340.59)	-99.5%	16,729.50	21,466.64	4,737.14	22.1%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	2,000.00	2,000.00	100.0%
1-1-5700-00	San Mateo County Fees	8,098.28	1,750.00	(6,348.28)	0.0%	8,708.28	2,950.00	(5,758.28)	0.0%
1-1-5705-00	State Fees	5,761.04	15,000.00	9,238.96	0.0%	5,761.04	15,000.00	9,238.96	0.0%
TOTAL OPERATING EXPENSES		542,809.32	643,671.68	100,862.36	15.7%	2,004,031.55	2,518,523.18	514,491.63	20.4%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.00	0.0%	258,382.50	258,383.00	0.50	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	337,929.26	337,429.00	(500.26)	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	261,436.83	261,437.00	0.17	0.0%
TOTAL CAPITAL ACCOUNTS		0.00	0.00	0.00	0.0%	857,748.59	857,249.00	(499.59)	-0.1%
TOTAL EXPENSES		542,809.32	643,671.68	100,862.36	15.7%	2,861,780.14	3,375,772.18	513,992.04	15.2%
NET INCOME		123,215.10		179,556.25					

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

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$1,715,888.83
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$1,965,888.83
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$361,054.39
CSP T & S ACCOUNT	\$588,695.46

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,014,208.98
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DISTRICT CASH ON HAND	\$1,930.00
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TOTAL ACCOUNT BALANCES	\$1,965,888.83
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This report is in conformity with CCWD's Investment Policy.

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

10/31/2012

	Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
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PIPELINE PROJECTS

06-01	Avenue Cabrillo Phase 1 (Construction)	\$ 550,000	85,462	\$ 450,000	\$ 100,000	Awarded 9/7/12 for \$416,000
07-03	Pilarcitos Canyon Pipeline Replacement	\$ 100,000		\$ 20,000	\$ 80,000	Will delay permanent replacement design work
	Main Street Pipeline Replacement Project	\$ 90,000		\$ 90,000	\$ -	Design 2013, construct 2014 - depends on HMB
	Railroad Avenue Pipeline Replacement Project	\$ 148,000	3,884	\$ 130,000	\$ 18,000	Awarded 9/7/12 for \$122,440
	Avenue Portola Pipeline Replacement Project	\$ 100,000	10,709	\$ 100,000	\$ -	In design

WATER TREATMENT PLANTS

99-05	Denniston Intake Maintenance	\$ 31,000	\$ 25,013	\$ 16,000	\$ 15,000	Completed
	Denniston - Intake Construction	\$ 100,000		\$ -	\$ 100,000	Replaced screens during intake maintenance
	Denniston - Treated Water Booster Station	\$ 200,000		\$ 200,000	\$ -	K/J doing preliminary design
	Nunes Flash Mixer	\$ 15,000		\$ 15,000	\$ -	Order Spring 2013
	Nunes SCADA Integration	\$ 75,000	\$ 2,538	\$ 75,000	\$ -	
	Nunes Sludge Ponds Level Indication	\$ 15,000		\$ 15,000	\$ -	Seeking bids
	Nunes - Replace Washwater Return Pump #2	\$ 25,000		\$ 25,000	\$ -	Seeking bids

FACILITIES & MAINTENANCE

08-08	PRV Valves Replacement Program	\$ 20,000	\$ 592	\$ 20,000	\$ -	
99-01	Meter Change Program	\$ 30,000		\$ 30,000	\$ -	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 8,301	\$ 20,000	\$ -	
09-23	District Digital Mapping	\$ 50,000	\$ 37,108	\$ 50,000	\$ -	GPS locating District assets

EQUIPMENT PURCHASE & REPLACEMENT

99-03	Computer System	\$ 6,000		\$ 6,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000	\$ 2,596	\$ 750,000	\$ -	Retained EKI to get project to bid
	Dump Truck	\$ 100,000		\$ 135,000	\$ (35,000)	Ordered - should arrive 1/2013

PUMP STATIONS / TANKS / WELLS

	Crystal Springs Rebuild Spare 500 HP	\$ 25,000		\$ 40,000	\$ (15,000)	New pump ordered
	Crystal Springs Surge Tank Control Improvements	\$ 30,000		\$ 30,000	\$ -	Seeking bids
	Crystal Springs Check Valve Replacement	\$ 25,000	\$ 12,024	\$ 25,000	\$ -	Will complete by December 1, 2012
	CSPS New Air Control for Surge Tank	\$ 50,000		\$ 50,000	\$ -	In design
06-05	Well Rehabilitation - Denniston #2	\$ 35,000		\$ 35,000	\$ -	Spring 2013
08-14	Alves Tank Recoating (Interior/Exterior)	\$ 100,000			\$ 100,000	Postpone to FY14
	Alves Tank Altitude Valve	\$ 50,000			\$ 50,000	Postpone to FY14
	EG Tank #2 Electrical Panel Upgrade & Pump	\$ 50,000	\$ 8,750	\$ 50,000	\$ -	Electrical done, purchasing pump
08-17	EG Tank #2 Recoat & Ladder	\$ 200,000	\$ 4,921	\$ 200,000	\$ -	Under design by J Teter
	EG Tank #2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	Postpone to FY14
	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	Complete
	Pilarcitos Canyon Blending Station	\$ 20,000	\$ 29,997	\$ 60,000	\$ (40,000)	Evaluating plan and costs

DENNISTON WTP (LONG-TERM) IMPROVEMENT

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

10/31/2012

		Approved CIP Budget FY 12/13	Actual To Date FY 12/13	Projected Year-End FY 12/13	Projected vs. Budget Variance	Project Status/ Comments
08-23	Denniston WTP Improvement Project	\$ 1,500,000	\$ 2,001,324	\$ 1,800,000	\$ (300,000)	Plant startup December 2012

WATER SUPPLY DEVELOPMENT

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

FY 11-12 TOTALS \$ 4,873,000 \$ 2,233,216 \$ 4,800,000 \$ 73,000

Previous CIP Projects - paid in FY 12/13

	HMB Tank #1 Interior/Exterior Recoating		\$ 45,765			
	Denniston Water Supply Development		\$ 3,097			
	Denniston/San Vicente EIR		\$ 15,499			

PREVIOUS YEAR TOTALS \$ - \$ 64,362 \$ - \$ -

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

	CSP Intake Tunnel Modifications		\$ 41,983			Complete
	EG Pipeline Leak at Arroyo de en Medio		\$ 2,096			Complete
	Stone Dam Emergency Pipeline Replacement		\$ 66,147			Begin work on November 14, 2012
	Cahill Tank Repairs		\$ 6,962			

NON-BUDGETED TOTALS \$ - \$ 117,188 \$ - \$ -

CIP TOTALS \$ 4,873,000 \$ 2,414,765 \$ 4,800,000

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Transfer Program	CIP	Denniston WTP Improvements Project	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Nov-11	2,766				1,843				4,609
Dec-11	3,272		319		106				3,697
Jan-12	3,910		718						4,628
Feb-12	2,784							825	3,609
Mar-12	1,583		273	2,481				2,020	6,358
Apr-12	3,522			4,844				55	8,421
May-12	4,524		410	6,258				1,365	12,556
Jun-12	3,192				2,059			878	6,129
Jul-12	2,553		410	473				737	4,173
Aug-12	5,351		410					2,375	8,135
Sep-12	7,664		382						8,046
Oct-12	1,304		328	2,862					4,493

TOTAL	42,425	0	3,249	16,918	4,008	0	0	8,254	74,855
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
Nov-11	480	12,774			13,254	
Dec-11	200	5,067			5,267	
Jan-12	939	23,677		845	25,461	845
Feb-12	1,615	4,651		845	7,111	845
Mar-12	320	2,319			2,639	
Apr-12	734	14,713			15,446	
May-12	480	14,643			15,123	
Jun-12	240	4,551			4,791	
Jul-12	240	8,948		1,183	10,371	1,183
Aug-12	480	459		1,099	2,038	
Sep-12	480	9,600		1,775	11,855	1,775
Oct-12	649	5,762		3,033	9,444	3,033
TOTAL	6,857	107,164	0	8,779	122,801	7,681

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday, October 9, 2012

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:02 p.m. Present at roll call: Director Ken Coverdell, Vice-President Glenn Reynolds, Directors Bryan Hannegan and Bob Feldman.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS:** There were no public announcements.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending September 30, 2012:
Claims: \$1,697,527.07; Payroll: \$71,393.43 for a total of \$1,768,920.50
- B. Acceptance of Financial Reports
- C. Monthly Water Transfer Report
- D. Approval of Minutes of August 14, 2012 Special Board of Directors Meeting
- E. Approval of Minutes of August 14, 2012 Board of Directors Meeting
- F. Approval of Minutes of September 7, 2012 Special Board of Directors Meeting
- G. Approval of Minutes of September 25, 2012 Special Board of Directors Meeting
- H. Installed Water Connection Capacity and Water Meters Report
- I. Total CCWD Production Report
- J. CCWD Monthly Sales by Category Report
- K. September 2012 Leak Report
- L. Rainfall Reports

M. San Francisco Public Utilities Commission Hydrological Report for September 2012

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

Director Hannegan offered his apology for being absent from the September 25, 2012 Special Board meeting, stating that he had a previous work related commitment with his employer. He added, for the record, that he would have also voted aye for the approval and the purchase of supplies in connection with the Stone Dam Pipeline Emergency Interim Replacement Project agenda item. Director Hannegan also had questions regarding Consent Calendar agenda item numbers 4I - Total CCWD Production Report and 4J - CCWD Monthly Sales by Category Report, noting that there seemed to be discrepancies in the figures of these two categories.

Mr. Dickson commented that staff is aware of the anomalies and explained that the discrepancy is believed to be due to the main pay meter that San Francisco Public Utilities Commission (SFPUC) utilizes, which is the basis for the District's production numbers, and that the meter appears to be reading significantly low. He advised that he believes the San Francisco meter is off by approximately 15 percent. He also informed the Board that the District has made SFPUC aware of the potential problem.

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell reported on the recent Bay Area Water Supply and Conservation Agency (BAWSCA) Board of Directors meeting and provided an update on the Water System Improvement Project (WSIP).

Vice-President Reynolds commented that he is attending the Cal/Nev section of the American Water Works Association (AWWA) conference this week in San Diego and shared information from a national study prepared by Black & Veach on U.S. infrastructure.

6) **GENERAL BUSINESS**

A. **Crystal Springs Spare Pump for 500 HP Unit**

Mr. Dickson explained the need to have a spare pump available at the Crystal Springs Pump Station. He also noted that due to the fact that the refurbishment of the original pump would cost more than a new unit, staff is requesting authorization to purchase a new pump to have available as a spare. Mr. Dickson then answered a few questions from the Board.

ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted as follows, by roll call vote, to authorize staff to purchase a Weir Floway Model 14DKH 10 stage vertical pump from Pump Repair Service Company for a total of \$38,078.00:

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

B. **Denniston Return Wash Water Pump**

Mr. Dickson provided the background of this agenda item, including the function of a return wash water system. He also explained that because the delivery of this new pump will take approximately fourteen to sixteen weeks, the improved Denniston plant will be started up using the existing system. He reported that upon delivery of the new pump, staff will work with the assistance of Pump Repair Service on the installation of the pump, which will complete the return wash water system at the plant.

ON MOTION BY Vice-President Reynolds and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize staff to purchase a Goulds 10HP Vertical Turbine Pump from Pump Repair Service Company for \$31,655.00:

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

C. Conflict -of- Interest Code

Mr. Miyaki introduced this item, advising the Board that legal counsel had reviewed the Code, as required, and determined that although there were no revisions necessary from a legal perspective, there were a number of changes recommended to bring the Conflict-of-Interest Code in line with the latest guidance offered by the Fair Political Practices Commission (FPPC). He then reviewed each of the revisions that had been incorporated into the amended Code.

ON MOTION BY Vice-President Reynolds and seconded by Director Feldman, the Board voted as follows, by roll call vote, to adopt Resolution 2012-08 - Adopting an Amended Conflict-of-Interest Code:

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

D. Appointment of CCWD Board Member Representative and alternate(s) to participate in San Mateo County Local Agency Formation Commission (LAFCo) election of officers

Mr. Dickson briefed the Board, advising that with the departure of former President Donovan, staff is recommending that the Board revisit this issue. He recommended that the Board take action to appoint a new District voting representative and include the designation of the remaining Board members as alternates for the purposes of participation in the LAFCo election of officers.

ON MOTION BY Vice-President Reynolds and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to appoint the District's Board President to participate in the San Mateo County Local Agency Formation Commission (LAFCo) election of officers, with each of the other four Board members to be designated as alternates:

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

7) GENERAL MANAGER'S REPORT

1.) **Stone Dam Pipeline Emergency Interim Replacement Project**

Mr. Dickson updated the Board on the progress of this project, recognizing the San Francisco Public Utilities Commission (SFPUC) for their responsiveness and cooperation in expediting the implementation of this urgent project. He advised that the permitting will go before the Public Utilities Commission on November 13, 2012 and anticipated that construction will begin shortly thereafter.

2.) **Modesto Irrigation District Ends SFPUC Water Transfer Negotiations**

Mr. Dickson reported that on September 18, 2012, after negotiations that have been going on for nearly a year, the Board of the Modesto Irrigation District voted 5-0 to end its proposed 2-MGD water sale to San Francisco.

3.) **BAWSCA Bond Refinancing**

Mr. Dickson explained that over the last several months, BAWSCA has been evaluating the possibility of issuing bonds to prepay the SFPUC wholesale customer's \$370 million capital debt to SFPUC. He advised that the BAWSCA Board has approved necessary steps to go forward with the bond issue, anticipating that it could save the wholesale customers approximately \$20 million over the remaining term of the debt. He added that BAWSCA will be asking each wholesale agency to approve a Resolution of Participation by December 2012. Brief discussion ensued regarding the proposed refinancing plan.

4.) **Restore Hetch Hetchy Initiative**

Mr. Dickson informed the Board that the Restore Hetch Hetchy group has qualified an initiative for the November ballot in San Francisco that, if passed, would require the City to develop plans to drain Hetch Hetchy Reservoir. He provided a few brief details about the proposed plan and outlined BAWSCA's position on the initiative.

A. Operations Report

Mr. Dickson announced that Mr. Guistino was out of town attending a conference. He answered a few brief questions from the Board regarding the Water Treatment Plant Supervisor position duties, the Portola Avenue Pipeline Replacement Project, and the Stone Dam Pipeline Replacement Project. He also updated the Board on the status of the Avenue Cabrillo and Railroad Avenue Main Replacement Projects and the Denniston Water Treatment Improvement Project.

B. Water Resources Report

Ms. Brennan brought the Board up to date with statistics for the close of the water year, which ended September 30, 2012. She noted that overall it was an extremely dry year, with only approximately sixteen inches of precipitation received locally and commented that this next year will be extremely critical to the water supply.

Ms. Brennan then reviewed details of the District's various budgets for outreach activities, noting that the combined budget for the current fiscal year is \$56,000.00. She also reiterated certain aspects and goals contained in the District's Communication Plan, including the District's core competency messages. She then outlined the many components of the District's community outreach program, including the website, advertising campaigns published in the Half Moon Bay Review, Board meeting broadcasts on Pacific Coast Television, the annual Consumer Confidence Report, and the educational materials available to customers in the District's lobby. Ms. Brennan also explained the various messages provided to customers within their monthly or bi-monthly water account statements, as well as the electronic mail and social media methods of customer communication. Additionally, she summarized some of the events that the District has participated in, such as the annual Pumpkin Festival, the Home Depot Garden Parking Lot Event and several others. She also recapped previous events hosted by the District, including the El Granada Pipeline Celebration, Water Day, and the upcoming ceremony being planned to commemorate the completion of the Denniston Water Treatment Plant Improvement project.

Director Feldman expressed his appreciation for Ms. Brennan's excellent public outreach efforts.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no comments or requests from Board members.

9) ADJOURNMENT

ON MOTION by Vice-President Reynolds and seconded by President Mickelsen, the Board voted as follows, to adjourn the October 9, 2012 meeting of the Coastside County Water District's Board of Directors:

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

The meeting was adjourned at 8:24 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, November 13, 2012.

Respectfully submitted,

David R. Dickson, General Manager

Chris R. Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING

Friday, November 2, 2012

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 4:00 p.m. Present at roll call: Director Ken Coverdell, Vice-President Glenn Reynolds, and Director Bryan Hannegan. Director Bob Feldman arrived at 4:04 p.m.

Also present were: David Dickson, General Manager; Cathleen Brennan, Water Resources Analyst; and JoAnne Whelen, Administrative Assistant/Recording Secretary; Patrick Miyaki, District Legal Counsel, participated in the meeting via telephone.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS:** There were no public announcements.

- 4) **GENERAL BUSINESS**

- A. **Approval of Permit Agreement with City and County of San Francisco for the Stone Dam Pipeline Emergency Interim Replacement Project**

Mr. Dickson provided the background of this project. He also referenced the September 25, 2012 Special Board meeting, at which staff reported on the failure of the District's Stone Dam pipeline, and the Board approved the installation of a temporary plastic replacement pipeline. He advised that San Francisco Public Utilities Commission (SFPUC) staff has been very responsive and has developed the Revocable Permit between the City and County of San Francisco and Coastside County Water District (CCWD).

Mr. Dickson explained that the Revocable Permit will allow the District to construct a temporary pipeline along existing roads on City property. He

also reviewed some key provisions, including the three year term of the Permit, and the security deposit requirements. Additionally, he explained in detail the provision that within 18 months, CCWD must conduct a feasibility study for the permanent replacement pipeline, undertake the environmental review process, and present a proposal to the City for the replacement project.

Mr. Miyaki interjected that he has been involved in a number of these types of revocable permits with SFPUC in a variety of contexts. He added that he had thoroughly reviewed these documents and discussed the key provisions in detail with Mr. Dickson. Mr. Miyaki and Mr. Dickson then answered questions from the Board regarding the project. Director Feldman commented that he felt District staff had done an excellent job in coordinating, developing, and scheduling this project, especially given the few options and short time frame and felt that the District's interests had been well considered.

ON MOTION BY Director Feldman and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize the General Manager to execute the San Francisco Public Utilities Commission Revocable Permit for the Stone Dam Pipeline Emergency Interim Replacement Project:

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

5) ADJOURNMENT

The meeting was adjourned at 4:34 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, November 13, 2012.

Respectfully submitted,

David R. Dickson, General Manager

Chris R. Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

FY 2013

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

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

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority		3	3										6
HMB Priority													0
County Non-Priority													0
County Priority													0
Monthly Total	0	3	3	0	0	0	0	0	0	0	0	0	6

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2013

	PILARCITOS WELLS	PILARCITO S LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	20.63	0.00	0.00	44.25	64.88	-0.13	65.01
AUG	0.00	18.98	0.00	0.00	42.67	61.65	1.13	60.51
SEPT	0.00	0.00	0.00	0.00	57.31	57.31	-0.04	57.35
OCT	0.00	0.00	0.00	0.00	48.48	48.48	0.21	48.27
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	39.61	0.00	0.00	192.71	232.32	1.18	231.14
% TOTAL	0.0%	17.0%	0.0%	0.0%	83.0%	100.0%	0.51%	99.5%

12 Month Running Treated Total 636.96

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2012

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

COASTSIDE COUNTY WATER DISTRICT

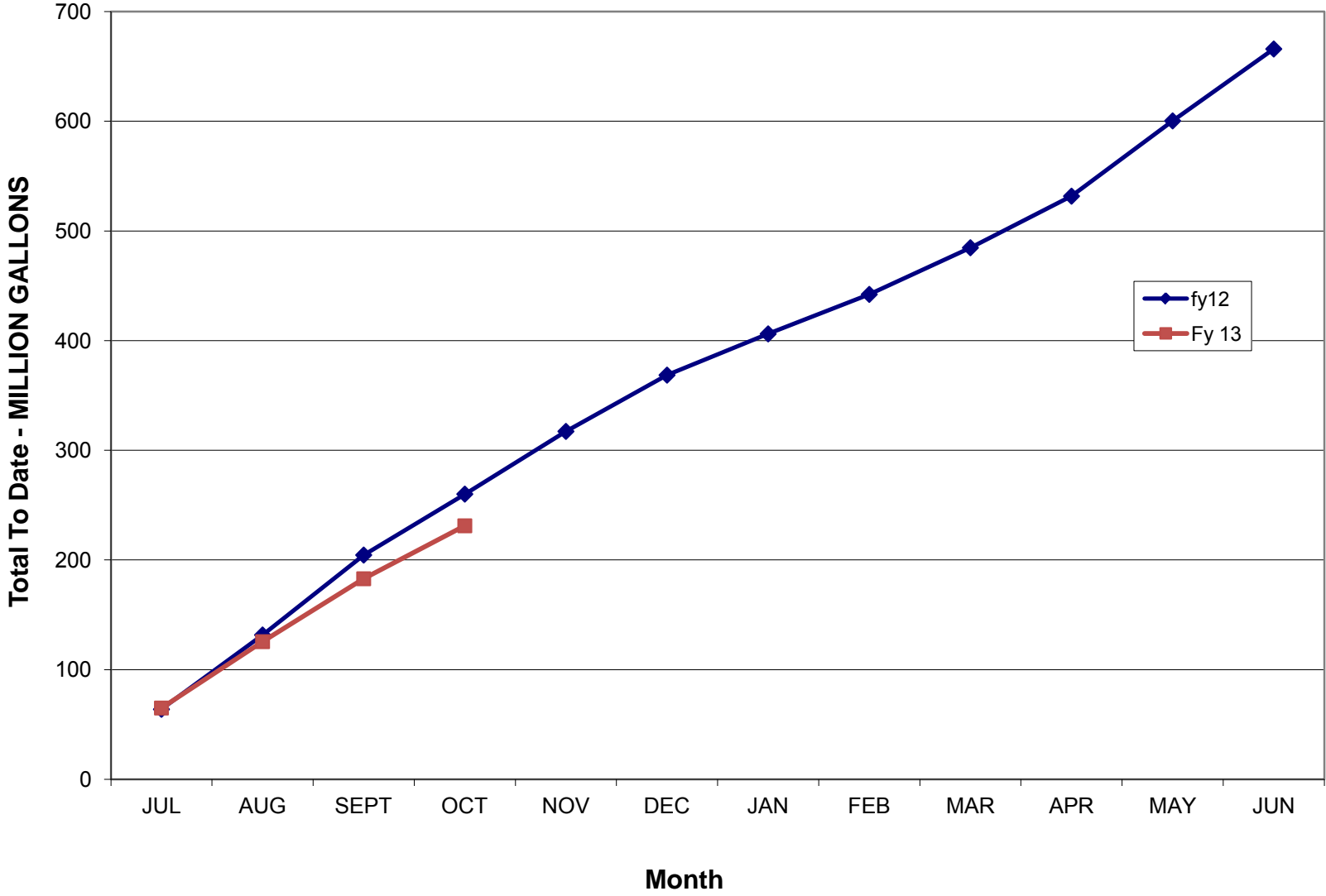
Predicted vs Actual Production - All Sources FY 13

	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.63	60.52	39.89	44.25	0.00	-44.25	64.88	60.52
Aug-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.98	73.96	54.98	42.67	0.00	-42.67	61.65	73.96
Sep-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.47	30.47	57.31	34.64	-22.67	57.31	65.11
Oct-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.37	11.37	63.42	58.32	-5.10	63.42	69.69
Nov-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
Dec-11			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
Jan-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
Feb-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
Mar-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
Apr-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
May-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
Jun-12			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!		#VALUE!
MG Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.61	176.32	136.71	207.65	92.96	-114.69	247.26	269.28

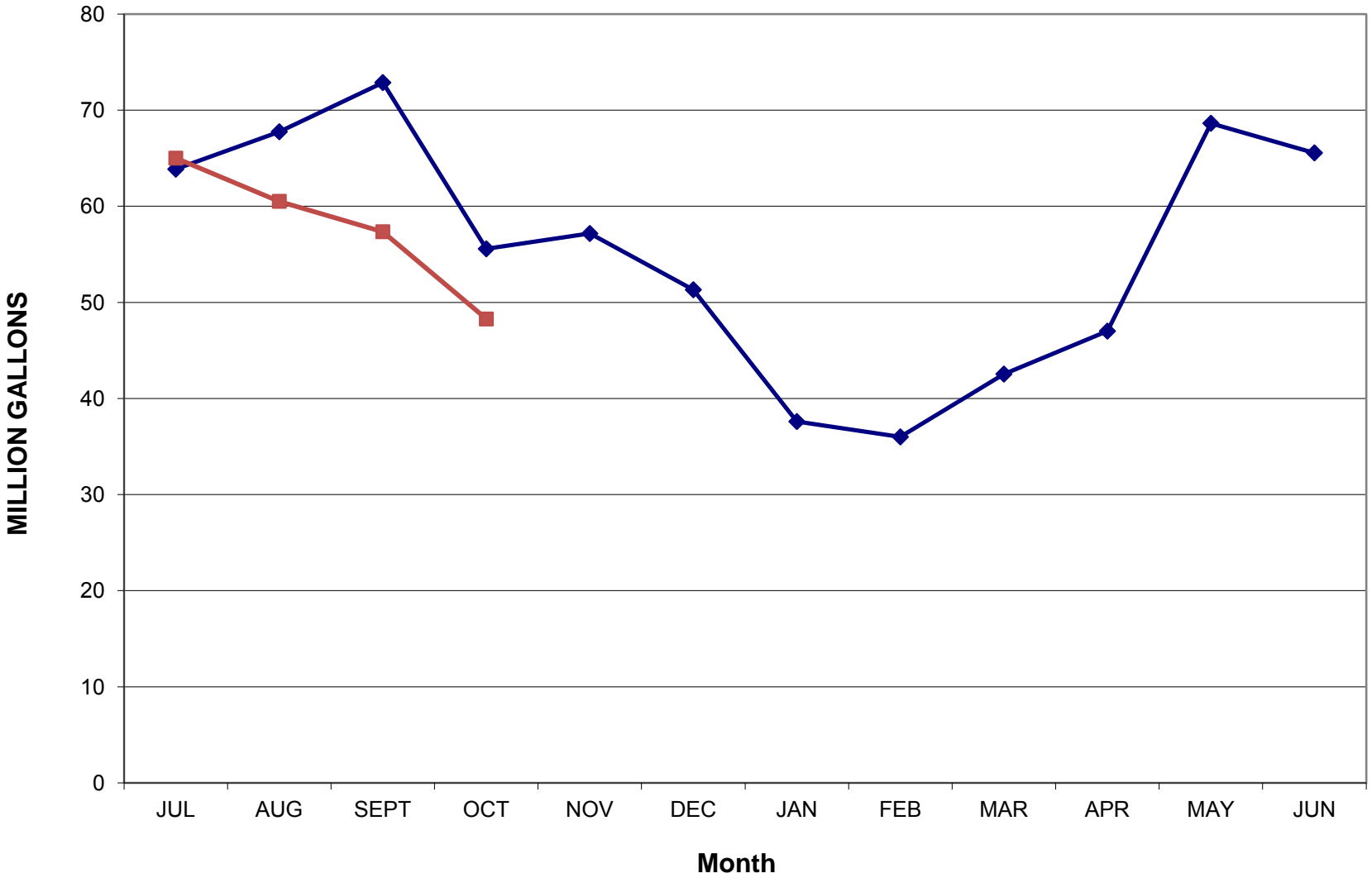
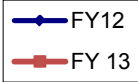
	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	0.00	0.00	247.26	269.28	247.26	269.28	22.02
% Total	0.00%	0.00%	100.00%	100.00%	91.82%		

Adjusted (estimated for meter failure)

Cumulative Production FY 12 vs. FY13



Monthly Production FY 12 vs. FY 13



Plant Water Use			Unmetered Water						2012 MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Tank Level Difference	Total	
JAN	0.000	1.532	1.532	0.000	0.055	0.015	0.010	0.498	0.577	
FEB	0.000	1.439	1.439	0.000	0.007	1.023	0.010	-0.032	1.008	
MAR	0.000	1.527	1.527	0.009	0.011	0.007	0.010	0.071	0.108	
APR	0.000	1.462	1.462	0.000	0.009	0.097	0.010	-0.118	-0.003	
MAY	0.000	1.588	1.588	0.000	0.022	0.019	0.003	0.952	0.995	
JUN	0.000	1.083	1.083	0.250	0.028	2.317	0.003	0.061	2.659	
JUL	0.000	1.887	1.887	0.000	0.019	0.862	0.003	-0.125	0.759	
AUG	0.000	3.550	3.550	0.015	0.015	1.688	0.003	-0.587	1.134	
SEP	0.000	3.130	3.130	0.000	0.013	0.213	0.002	-0.270	-0.043	
OCT	0.000	3.090	3.090	0.000	0.011	0.040	0.004	0.154	0.209	
NOV	0.000		0.000						0.000	
DEC			0.000						0.000	
TOTAL	0.00	20.29	20.29	0.27	0.19	6.28	0.06	0.60	7.40	

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

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	MG to Date
RESIDENTIAL	27.258	49.337	26.440	47.479									150.51
COMMERCIAL	6.155	1.520	5.183	1.699									14.56
RESTAURANT	3.000	0.223	2.903	0.236									6.36
HOTELS/MOTELS	4.223	1.737	3.863	1.964									11.79
SCHOOLS	2.768	1.976	3.189	1.064									9.00
MULTI DWELL	3.424	2.725	3.155	2.895									12.20
BEACHES/PARKS	0.865	0.053	0.931	0.053									1.90
AGRICULTURE	7.336	4.445	5.284	5.269									22.33
RECREATIONAL	0.064	0.198	0.055	0.197									0.51
MARINE	1.236	0.000	1.266	0.000									2.50
IRRIGATION	15.892	12.567	13.331	9.844									51.63
Portable Meters	0.019	0.432	0.102	0.304									0.86
TOTAL - MG	72.24	75.21	65.70	71.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	284.16

Non Residential Usage	44.982	25.876	39.262	23.523	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Running 12 Month Tot				630.53									
12 mo Ave Residential	30.75	59.46	55.52	53.55									
12 mo Ave Non Resider	23.80	24.34	24.95	25.08									
Total	54.55												

FY 2012

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

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

Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/	Est. Water Loss (Gallons)*	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
10/15/2012	438 Cypress HMB	8" CI	20,000	Total \$195.63	Men Hours	\$675	\$1,545.63
						\$675	
					3 4	\$1,350	
10/17/2012	200 Fairway HMB	12" CI	20,000	Total \$269.90	Men Hours	\$1,125	\$2,519.90
						\$1,125	
					3 7	\$2,250	
				Total	Men Hours	\$0	\$0.00
						\$0	
						\$0	
				Total	Men Hours	\$0	\$0.00
						\$0	
						\$0	
				Total	Men Hours	\$0	\$0.00
						\$0	
						\$0	
				Total	Men Hours	\$0	\$0.00
						\$0	
						\$0	
				Total	Men Hours	\$0	\$0.00
						\$0	
						\$0	

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

**Total
Water
Loss**

0.0400 MG

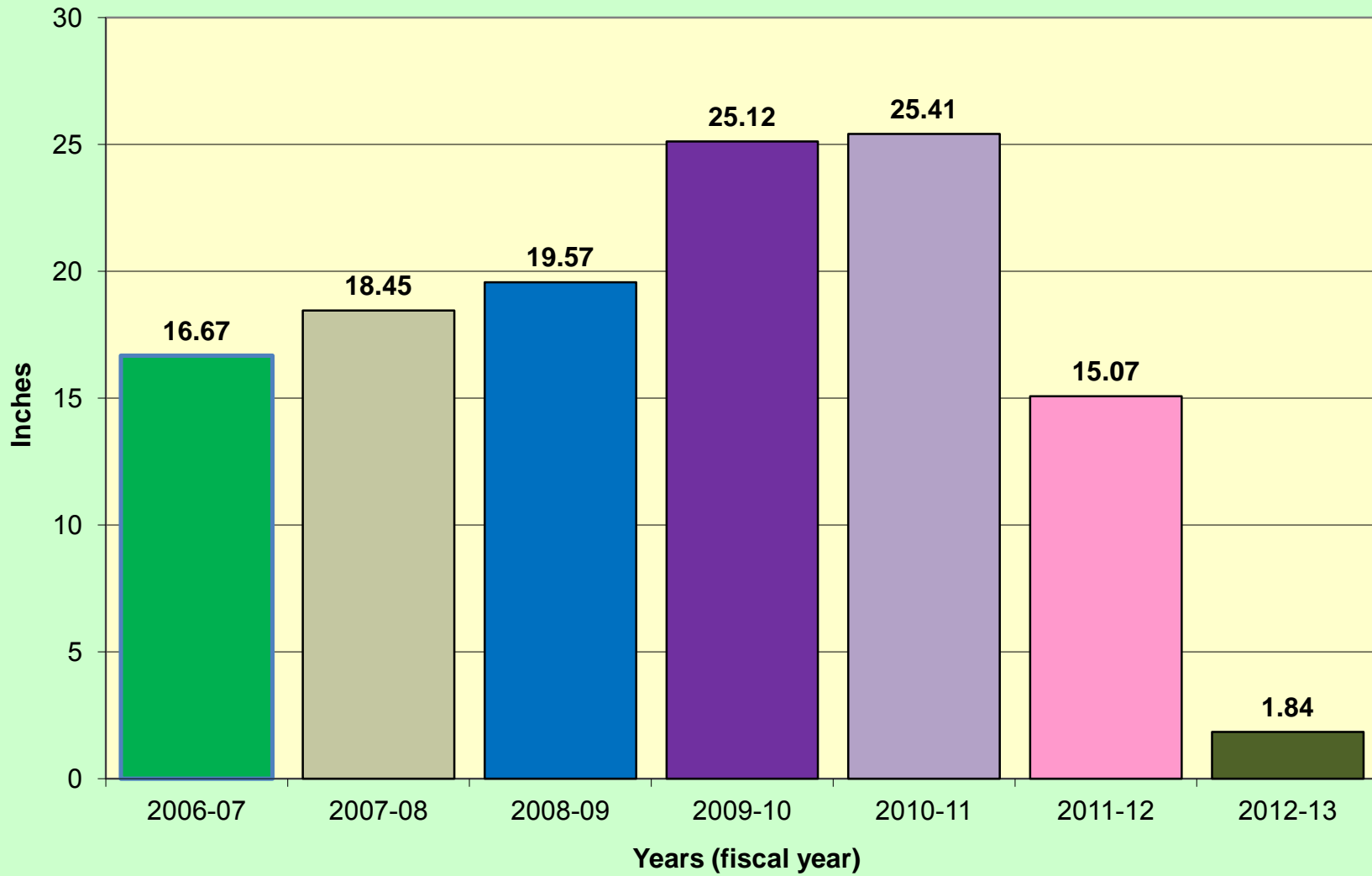
Total Cost

\$4,065.53

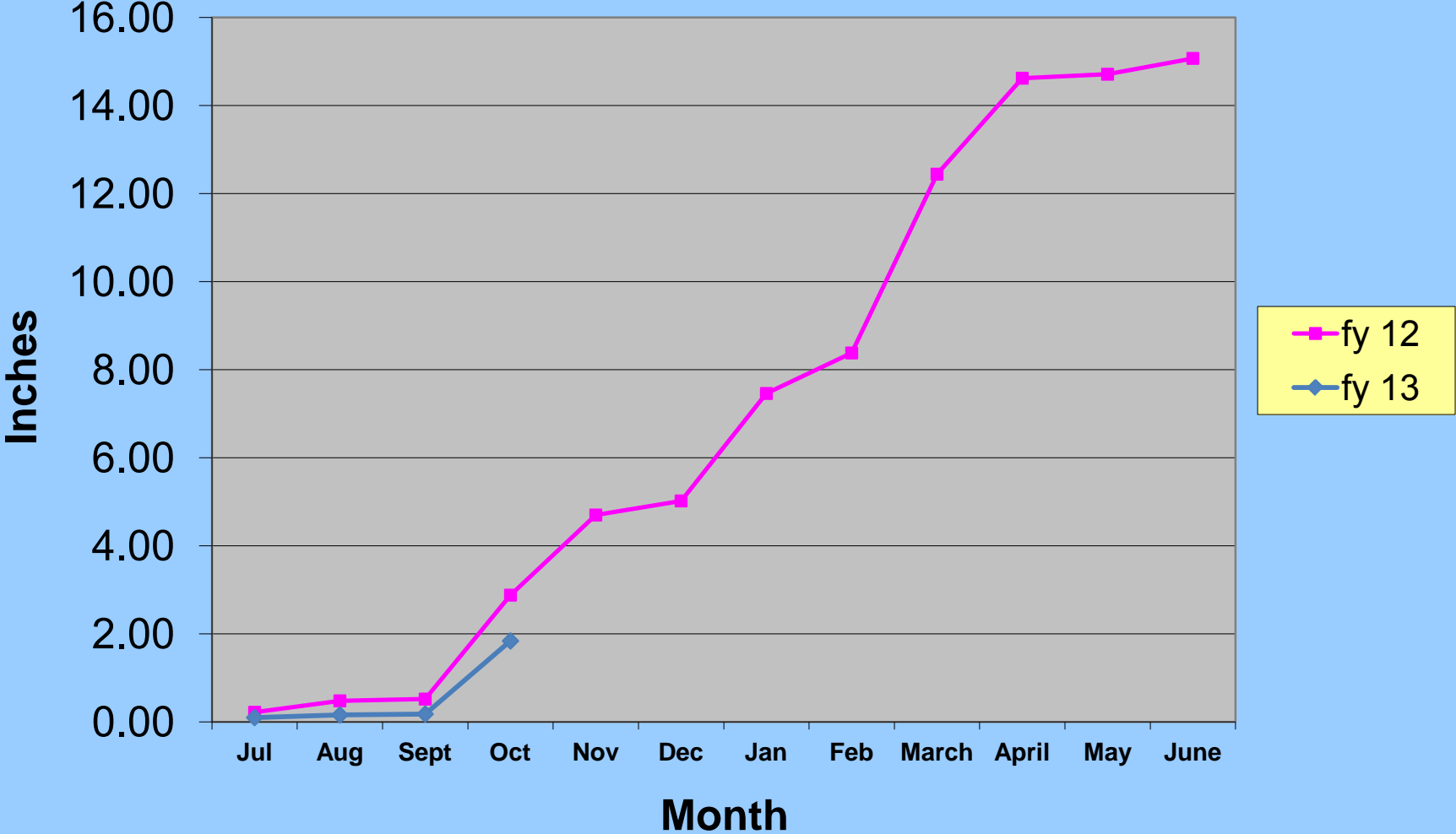
staff	\$50/hr
backhoe	\$50/hr
service truck	\$50/hr
dumptruck	\$50/hr
supvisor time	\$75
pickup truck	\$25/hr

Rain Totals

July 2012



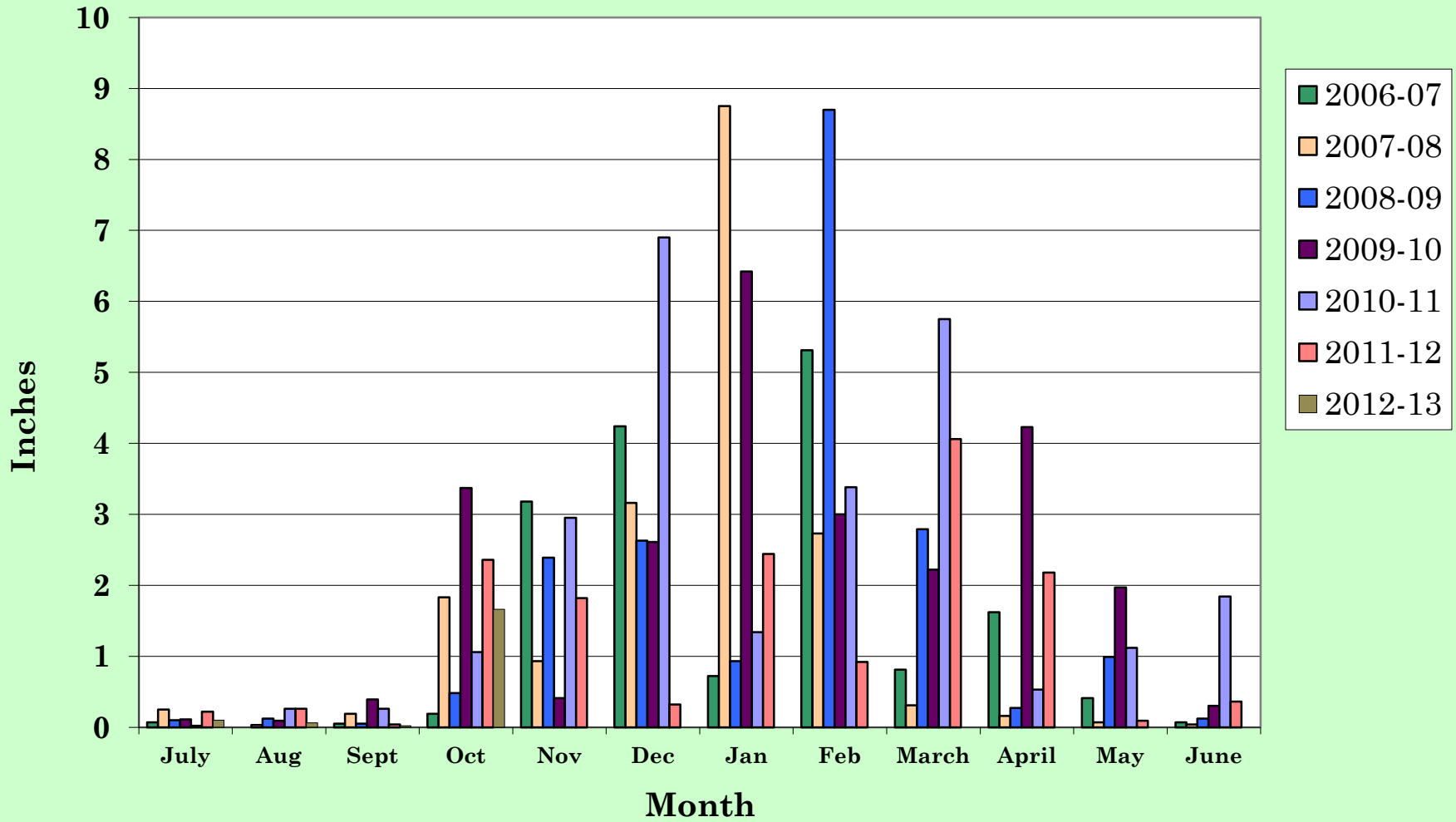
Rainfall Totals FY 2013



Coastside County Water District

Rainfall by Month

July '12 thru Jun '13



MONTHLY CLIMATOLOGICAL SUMMARY for OCT. 2012

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	64.2	82.1	5:00p	50.7	3:00a	4.7	3.9	0.00	1.1	7.0	4:00a	ENE
2	64.1	78.4	12:00p	52.3	7:30a	4.3	3.4	0.00	0.8	6.0	1:00p	W
3	59.5	70.9	12:00p	51.3	7:00a	6.0	0.5	0.00	1.7	12.0	12:00p	WSW
4	60.5	69.2	2:30p	54.6	1:30a	4.9	0.4	0.00	2.4	12.0	10:00a	WSW
5	61.3	68.4	3:30p	54.8	12:00m	4.2	0.5	0.00	1.1	10.0	1:30p	W
6	59.0	71.5	4:00p	51.2	7:00a	6.9	0.9	0.00	1.6	11.0	12:30p	WNW
7	54.6	63.8	3:30p	45.8	5:30a	10.4	0.0	0.00	1.2	11.0	12:00p	W
8	56.3	67.1	5:30p	47.5	2:30a	8.9	0.2	0.00	1.1	10.0	3:00p	W
9	57.0	66.5	4:00p	47.7	7:00a	8.0	0.0	0.02	1.1	10.0	1:30p	W
10	57.6	62.8	3:00p	54.9	6:00a	7.4	0.0	0.10	1.2	12.0	2:00p	W
11	56.0	58.6	1:30p	54.5	7:30p	9.0	0.0	0.04	1.3	9.0	12:30p	W
12	56.8	64.9	3:30p	49.4	12:00m	8.2	0.0	0.03	1.0	10.0	12:30p	W
13	58.4	69.6	3:00p	47.8	3:00a	7.1	0.5	0.00	1.8	12.0	3:30p	E
14	59.0	67.6	3:00p	54.7	8:00a	6.1	0.1	0.01	0.9	11.0	8:30p	W
15	59.5	69.9	3:30p	52.1	8:00a	5.9	0.4	0.00	1.3	14.0	5:00p	W
16	61.2	69.4	12:00p	52.9	12:00m	4.4	0.5	0.00	2.0	14.0	12:30p	W
17	58.8	72.4	4:30p	49.2	7:30a	7.2	1.0	0.01	0.9	9.0	12:30p	W
18	70.2	83.0	11:30a	50.7	2:00a	1.7	6.9	0.00	3.9	21.0	8:00a	WSW
19	60.7	63.3	12:30a	55.3	11:30p	4.3	0.0	0.01	1.3	14.0	12:30a	WSW
20	57.0	63.2	3:30p	53.7	11:30p	8.0	0.0	0.02	1.8	14.0	5:00p	W
21	53.8	61.0	2:30p	46.8	5:00a	11.2	0.0	0.01	1.5	12.0	12:30p	S
22	57.3	64.1	4:00p	53.1	3:30a	7.7	0.0	0.93	3.9	20.0	6:00a	WSW
23	54.5	63.3	3:00p	47.6	6:00a	10.5	0.0	0.06	1.6	15.0	12:30a	W
24	57.7	66.0	1:30p	49.7	12:30a	7.4	0.1	0.27	1.6	11.0	12:00p	WSW
25	57.3	65.9	4:30p	50.7	12:00m	7.7	0.0	0.01	2.9	19.0	9:30a	E
26	56.9	66.5	4:30p	49.2	5:30a	8.2	0.1	0.00	1.4	10.0	12:30p	E
27	59.0	72.1	3:00p	49.4	3:00a	6.9	0.9	0.00	1.0	11.0	3:30p	W
28	55.7	64.5	3:30p	50.4	3:30a	9.3	0.0	0.00	0.7	10.0	2:00p	W
29	55.4	63.5	2:00p	52.4	4:00a	9.6	0.0	0.01	0.5	8.0	2:00p	W
30	55.8	62.5	4:00p	48.2	6:00a	9.2	0.0	0.01	1.0	9.0	1:30p	W
31	58.9	63.2	3:00p	56.1	4:00a	6.1	0.0	0.12	1.7	13.0	1:30p	WSW
	58.5	83.0	18	45.8	7	221.4	20.3	1.66	1.5	21.0	18	W

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.93 ON 10/22/12

Days of Rain: 9 (>.01 in) 3 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For October 2012

J. Chester, A. Mazurkiewicz, & M. Tsang, November 1, 2012



The **Hetch Hetchy Railroad** (1917-1948) was operated by the City and County of San Francisco carrying workers, supplies and equipment regularly until 1938. After construction there was not a need for the railroad and improved roads made it unnecessary. The entire line was removed by 1948.

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

Table 1 Current Storage As of November 1, 2012							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	233,672		340,830		107,158		68.6%
Cherry ^{2/}	231,069		268,810		37,741		86.0%
Lake Eleanor ^{3/}	17,886		21,495		3,609		83.2%
Water Bank	558,958		570,000		11,042		98.1%
Tuolumne Storage	1,041,585		1,201,135		159,550		86.7%
Local Bay Area Storage							
Calaveras ^{4/}	19,877	6,477	96,824	31,550	76,947	25,073	20.5%
San Antonio	42,002	13,687	50,496	16,454	8,494	2,768	83.2%
Crystal Springs	52,045	16,959	58,377	19,022	6,332	2,063	89.2%
San Andreas	18,343	5,977	18,996	6,190	653	213	96.6%
Pilarcitos	2,618	853	2,995	976	377	123	87.4%
Total Local Storage	134,885	43,953	227,688	74,192	92,803	30,240	59.2%
Total System	1,176,470		1,428,823		252,353		82.3%

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

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

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

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

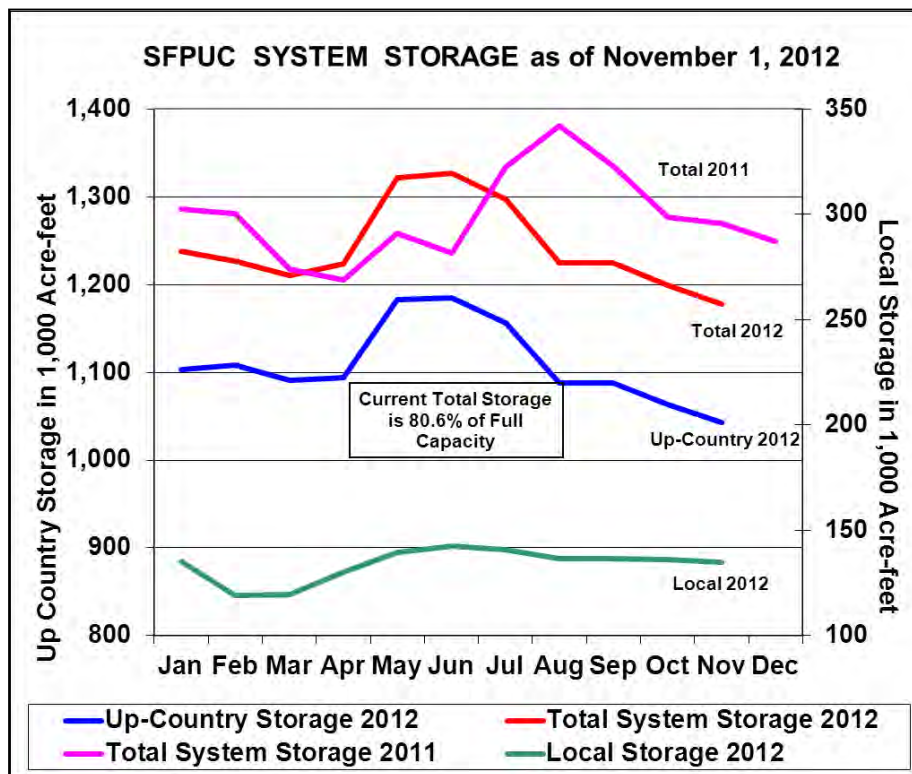


Figure 1: Monthly system storage for 2012.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The October six-station precipitation index is 0.84 inches, or 44.7% of the average index for the month.

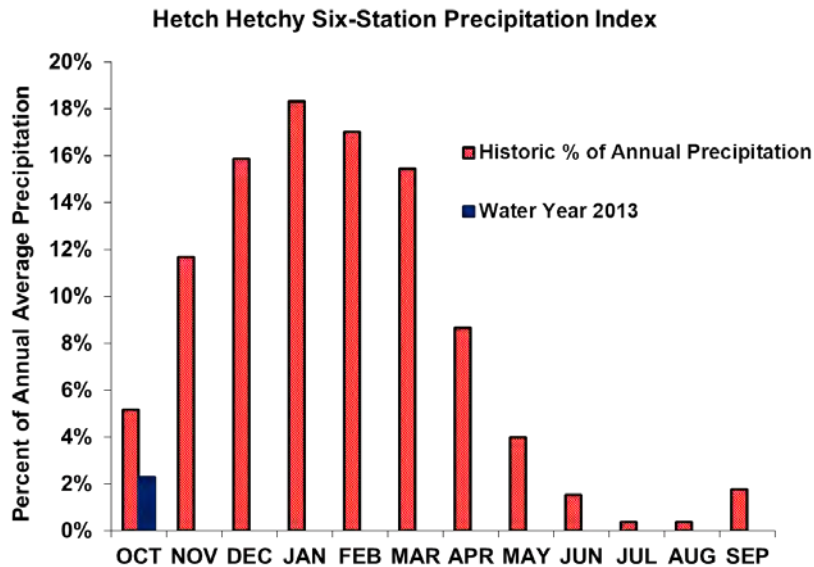


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2013 is 0.84 inches, which is 2.4% of the average annual water year total, or 44.7% of the average annual-to-date. Hetch Hetchy received 0.77 inch precipitation in October. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

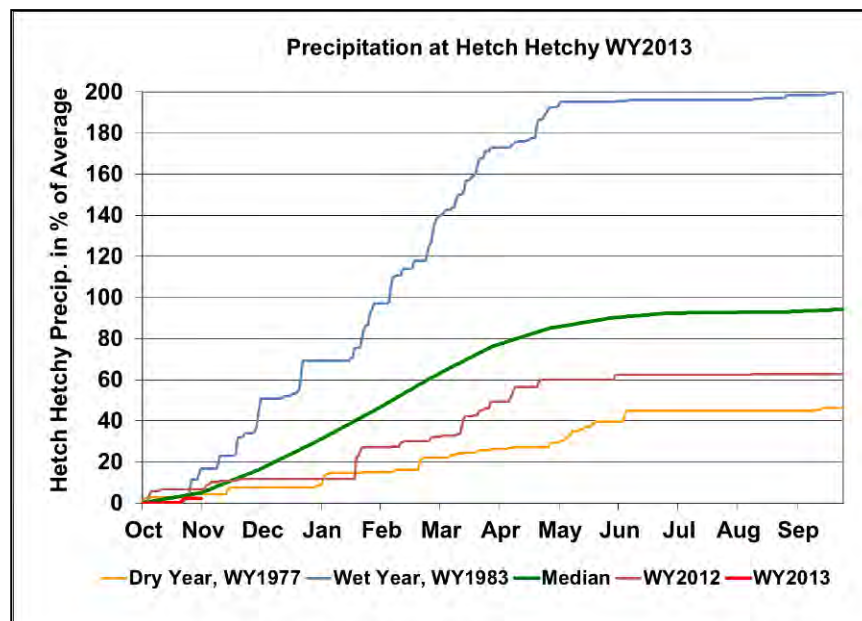


Figure 3. Water year 2013 cumulative precipitation received at Hetch Hetchy Reservoir through October 31st, 2012. Precipitation at the Hetch Hetchy gage for wet, dry, median, and WY 2012 are included for comparison purposes.

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

Tuolumne Basin Unimpaired Inflow 26.2%

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

Table 2 Unimpaired Inflow Acre-Feet								
	October 2012				October 1, 2012 through October 31, 2012			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	1,250	3,181	6,024	20.8%	1,250	3,181	6,024	20.8%
Inflow to Cherry Reservoir and Lake Eleanor	0	2,329	5,290	0%	0	2,329	5,290	0%
Tuolumne River at La Grange	3,382	10,351	16,924	20.0%	3,382	10,351	16,924	20.0%
Water Available to the City	0	0	1,979	0%	0	0	1,979	0%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in October totaled 26,836 acre-feet which met SJPL deliveries and ecological releases.

5,756 acre-feet of power draft was made at Cherry Reservoir to manage reservoir elevation and to help meet municipal load. No water was transferred from Lake Eleanor to Cherry Reservoir in October.

The current water year instream release schedule is Type A (or dry conditions). This is based accumulated precipitation and runoff in water year 2012. The current requirement from Hetch Hetchy reservoir is 50 cfs; at Cherry and Eleanor 5 cfs is required.

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant production rate for October was 16 MGD. The Harry Tracy Water Treatment Plant rate for the month was 13 MGD.

Local System Water Delivery

The seasonal decline in water delivery rates continued in October. The average rate for the month was 220 MGD a 10% decrease below the September rate of 245 MGD.

Local Precipitation

A mid-month weather front brought the first significant precipitation of the new water year to the local region. The October rainfall summary is presented in Table 3.

Table 3 Precipitation Totals At Three Local Area Reservoirs For October 2012				
Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date ⁷ (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	1.91	85 %	1.91	85 %
Lower Crystal Springs	1.41	97 %	1.41	97 %
Calaveras	0.58	52 %	0.58	52 %

⁷WY 2013: Oct. 2012 through Sep. 2013

Snowmelt and Water Supply

Current storage in the Hetch Hetchy Regional Water System is near 82% of capacity as compared to November 1st, 2011 of 88%. Hetch Hetchy Reservoir is at 69% of seasonal capacity; a typical storage level for November 1st ranges between 75-85% of capacity. The current storage level at Hetch Hetchy is a result of two factors: early onset and cessation of snowmelt runoff during spring 2012 and the third driest May through October on record. Peak snowpack in spring of 2012 was 50% of normal which resulted in the snowmelt runoff recession occurring 3 to 4 weeks earlier than normal. Summer thunderstorms typically contribute to maintaining summer and early fall streamflow. The lack of summer storms has resulted in observed high country streamflow at or near record lows by the end of the summer season. Long-term regional weather outlooks have varied over the past 2 months, driven by a decline the El Nino signal in ocean surface temperatures. The current outlook by the National Weather Service Climate Prediction Center is for increased chances of below normal early winter precipitation. Short-term weather forecasts for the next two-weeks indicate dry conditions.

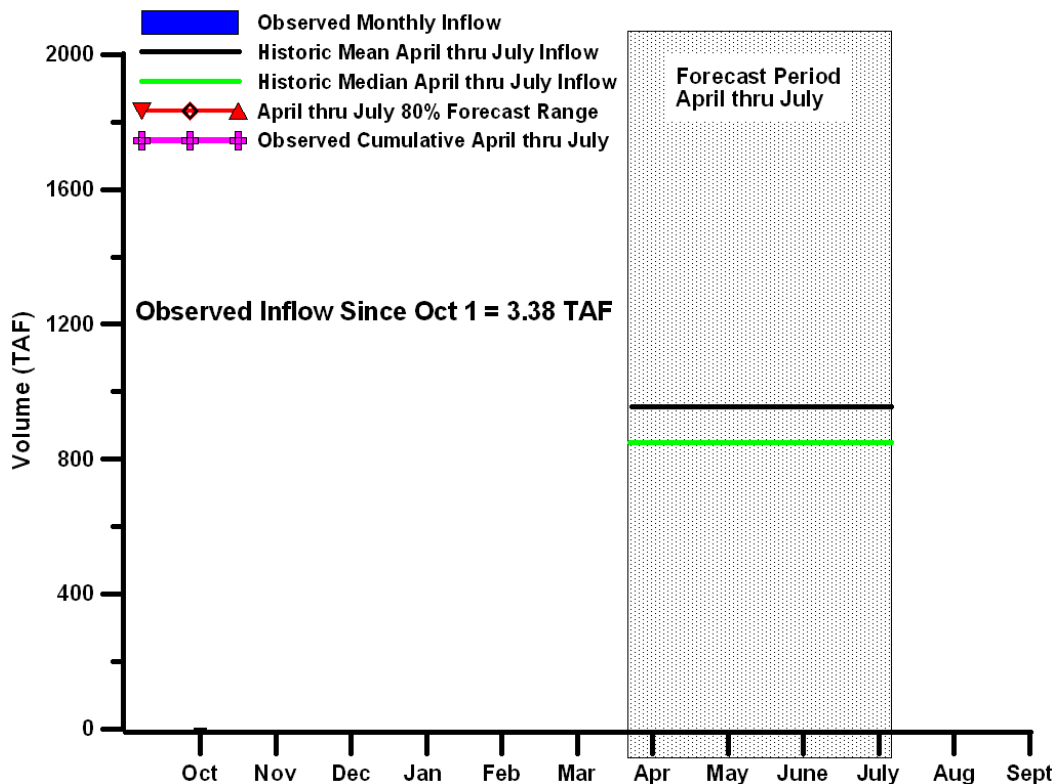


Figure 4: Water Year conditions for the Tuolumne River at La Grange.

Unimpaired Flow at La Grange & Water Available to the City

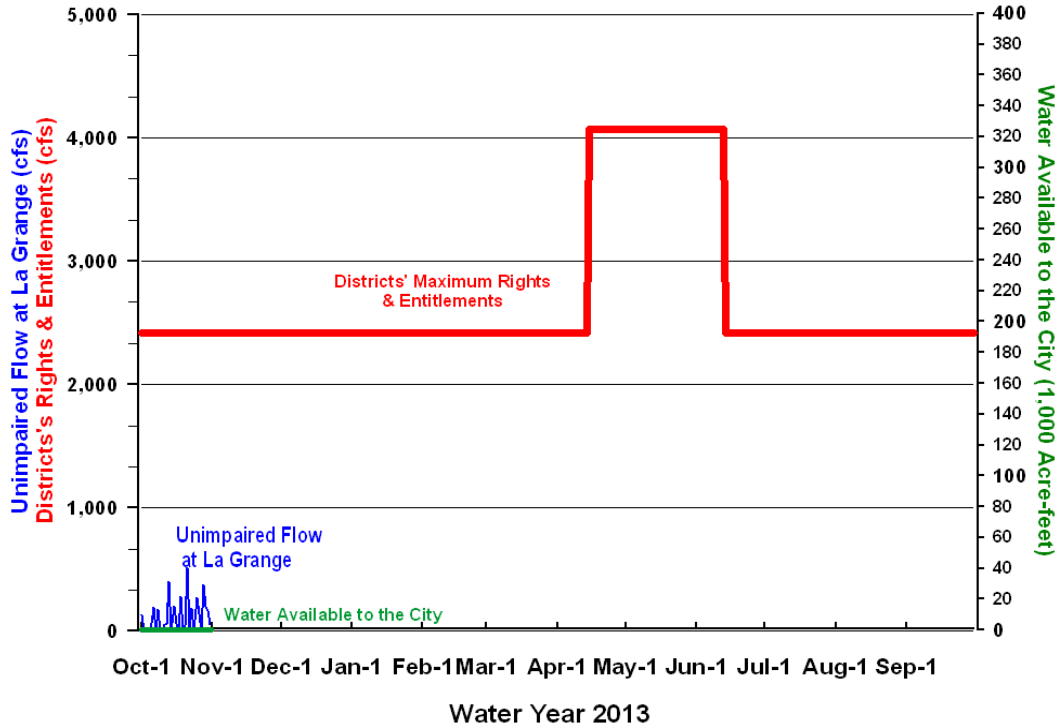


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. No water was available to the City for water year 2013 to date.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: November 13, 2012

Date: November 5, 2012

Subject: Notice of Completion - Denniston Reservoir Maintenance Dredging Project for Year 2012

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Denniston Reservoir Maintenance Dredging Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Andreini Bros., Inc. on October 2, 2011 for the Denniston Reservoir Maintenance Dredging Project.

The work consisted of dredging Denniston Reservoir of 400 cubic yards around the Denniston Water Treatment Plant intakes and removal of tules along the dam face in the Denniston Reservoir. The site of the work is located in the unincorporated community of El Granada, San Mateo County, at 150 Denniston Creek Road. (APN 037-320-140).

The project was completed on October 11, 2012. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

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

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

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

3. On the October 11, 2012 there was completed upon the hereinafter described real property a work of improvement as a whole named Denniston Reservoir Maintenance Dredging Project for Year 2012. The work consisted of dredging Denniston Reservoir of 400 cubic yards around the Denniston Water Treatment Plant intakes and removal of tules along the dam face in the Denniston Reservoir.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros. Inc., 151 Main Street, Half Moon Bay, CA 94019

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

The work is located within property owned by the District at 150 Denniston Creek Road, El Granada, California (Assessor Parcel Number 037-320-140).

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

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

VERIFICATION

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

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

Executed on November 13, 2012, at Half Moon Bay, California
(Date) (Place where signed)

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report

Date: November 8, 2012

Subject: Approval of Water Service Agreement for Half Moon Village Senior Housing Project

Recommendation:

Approve the Water Service Agreement with Half Moon Village Associates, L.P. and Housing Authority of San Mateo County for the Half Moon Village Senior Housing Project (Phase 1).

Background:

Half Moon Village Associates, L.P. ("Partnership"), a partnership formed by Mid-Peninsula Housing, plans to construct a 45-unit senior housing building on a parcel on Arnold Way, east of the Lesley Gardens senior housing development. The Housing Authority of San Mateo County owns the land and will lease it to the Partnership.

Staff has reviewed and approved the water system plans for the development and recommends approval of the attached Water Service Agreement.

Fiscal Impact:

None.

WATER SERVICE AGREEMENT

HALF MOON VILLAGE ASSOCIATES, L.P. HOUSING AUTHORITY OF SAN MATEO COUNTY HALF MOON VILLAGE SENIOR HOUSING

THIS AGREEMENT is made as of this _____ day of _____ 2012, between COASTSIDE COUNTY WATER DISTRICT ("District"), HALF MOON VILLAGE ASSOCIATES, L.P. ("Applicant"), and HOUSING AUTHORITY OF THE COUNTY OF SAN MATEO ("Property Owner").

THE PARTIES AGREE AS FOLLOWS:

1. **RECITALS**

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

- A. District is a county water district organized under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water for domestic purposes within San Mateo County.
- B. Applicant is a California non-profit public benefit corporation. Applicant is engaged in the development of real property within the geographical limits of the District.
- C. Property Owner is the owner of certain real property located on Arnold Avenue, in the City of Half Moon Bay, designated Assessor's Parcel Number 056-210-360 ("the Property"), the location of which is shown on Exhibit A. Eight 5/8-inch non-priority water service connections are assigned to the Property.
- D. Applicant has obtained approval from the City of Half Moon Bay and the California Coastal Commission for, and proposes to construct on the Property, a senior affordable housing development, the general layout of which is as shown on Exhibit B (the "Project").
- E. Applicant will hold a 99-year lease on the Property, and will construct and own the Project.

2. **APPROVAL OF SUBDIVISION UTILITY SYSTEM**

The Subdivision Utility System, as defined below, shown on and described in (a) sheets C5.1 and C10.1 of the project drawings prepared by BKF Engineers, and (b) the Water System Specifications for Half Moon Village Senior Housing – Phase I, 801 Arnold Way, dated August 7, 2012, prepared by District Engineer James Teter (hereinafter collectively, the "reviewed submittal documents"),

are approved. Copies of the reviewed submittal documents are on file at the office of the District and are incorporated herein by this reference as Exhibit C. The Subdivision Utility System and reviewed submittal documents as approved by this Agreement shall not be modified unless approved by the District and Applicant.

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

3. INSTALLATION

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

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

4. INSPECTION; CONSTRUCTION

A. Prior to commencing construction, Applicant shall furnish to the District Engineer, at Applicant's expense, a report by a competent soils engineer or soils laboratory indicating that the compaction of the fills within which said facilities are to be installed is at least equal to ninety-five percent (95%) compaction, as that phrase is defined in the latest edition of the Standard Specifications, State of California, Department of Transportation, or meets such other criteria as the District Engineer may prescribe.

B. Applicant shall notify District in writing at least ten (10) days in advance of the proposed starting date for construction and shall not commence construction unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. District agrees to make the District Engineer or other authorized District inspector available to be on site, provided the ten (10) days advance notice is given by Applicant. If construction is not continuous, District shall be notified at

least forty-eight (48) hours in advance of the resumption of construction. Any work performed without notice to District may be rejected by District on that ground alone. The District Engineer will observe and inspect facilities solely to protect the interests of the District and to determine whether the completed work is acceptable to District and can be incorporated into the District system. The District does not assume thereby any responsibility for the operations or safety practices of Applicant. Applicant is responsible for correct location of all facilities which it installs. The District Engineer will not inspect facilities installed "downstream" of the individual meter boxes.

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

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

5. PAYMENT OF FEES AND CHARGES

The Applicant will pay applicable fees and charges as follows:

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

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

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

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

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

Subdivision Utility System, modifications of water system maps, and administrative, legal, and auditing costs.

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

6. **BONDS**

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

- A. Payment Bond: in the amount of 100% of the construction cost to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;
- B. Performance Bond: in the amount of 100% of the construction cost to guarantee the faithful performance of the terms of this Agreement; and
- C. Maintenance Bond: in the amount of 10% of the construction cost (which shall not be less than ten percent (10%) of the estimated cost of constructing the Subdivision Utility System) against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the Subdivision Utility System by District (“2 year warranty”).

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

obligation under the maintenance bond expires upon satisfactory completion of the 2 year warranty period.

7. INDEMNITY

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

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

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

8. INSURANCE

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

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

Such policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by

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

B. Each such policy shall:

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

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

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

9. SIZING OF INTERIOR PLUMBING; WATER PRESSURE

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

10. CONVEYANCE OF TITLE TO SUBDIVISION UTILITY SYSTEM

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

11. CONVEYANCE OF EASEMENTS

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

12. ACCEPTANCE BY DISTRICT

District shall accept the Subdivision Utility System when all of the following conditions have been met: (1) completion of the Subdivision Utility System; (2) written certification by District Engineer upon completion that the Subdivision Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence in a form acceptable to District that it has paid all costs incurred in constructing the Subdivision Utility System, including but not limited to paying in full all contractors, subcontractors, suppliers, vendors, and employees performing work on the Project; (4) performance by Applicant and Property Owner of all obligations under this Agreement which are to be completed prior to acceptance of the Subdivision Utility System, including payment of all sums due the District; and (5) furnishing by Applicant of two sets of nonammonia-type mylar reproducible drawings of the completed improvements showing "as-built" conditions.

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

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

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

13. EXECUTION AND PERFORMANCE OF AGREEMENT

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

14. DISTRICT REGULATIONS

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

15. ASSIGNMENT

The assignment of Applicant's or Property Owner's rights and obligations under this Agreement must be approved in advance by District in writing. No assignment of Applicant's or Property Owner's rights under this Agreement shall be valid or binding on the District unless the assignee (1) executes a written instrument, in form and substance satisfactory to District, assuming all of Applicant's obligations under this Agreement, which have not been fully performed as of the date of assignment and (2) provides replacement bonds to satisfy any obligations which have not been fully performed by Applicant. Applicant may, at its option, provide bonds that guarantee its performance and that of any assignee, in which case no replacement bonds pursuant to this section would be necessary. Upon posting of any replacement bonds, the District shall immediately release the bonds posted by Applicant.

This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors and permitted assigns. If the Applicant or a permitted successor or assign shall disincorporate, forfeit its articles or right of incorporation, or otherwise fully terminate without a successor

or assign, District shall as of the date of disincorporation, forfeiture or termination own the Subdivision Utility System free and clear of any obligation to any party.

16. NOTICE

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

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

Applicant: Half Moon Village Associates, L.P.
303 Vintage Park Drive, Suite 305
Foster City, CA 94404
Attention: President

Property Owner: Housing Authority of the County of San Mateo
264 Harbor Blvd., Building A
Belmont, CA 94002
Attention: William Lowell, Executive Director

17. CONSTRUCTION OF AGREEMENT

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

18. ENTIRE AGREEMENT

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

19. APPLICABLE LAW

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

it by the laws of California. Any lawsuit related to this Agreement shall be commenced and prosecuted in the County of San Mateo, State of California.

20. AMENDMENT

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

21. AUTHORIZED SIGNATURE

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

22. TIME

Time is of the essence of the Agreement.

23. LOW PRESSURE INDEMNIFICATION

Applicant and Property Owner acknowledge that pressure in the District's system at the point of connection of the Project will meet the 20 psi minimum required by Title 22 California Code of Regulations §64602 but may be lower than typical water system pressures or pressures in other areas of the District and may be subject to low water pressure conditions. It is the Applicant's responsibility to design the Project in a way that ensures sufficient flow and pressure at all Project fixtures at all times. Applicant acknowledges that water pressure at Project plumbing fixtures during peak demand periods may be below the District's recommended minimum water pressure (25 psi) and that Applicant has elected not to redesign the Project for higher water pressure. The District has approved the Project but only on the condition that (1) in accordance with Section 7 of this Agreement, Applicant hereby agrees to indemnify, defend, and hold harmless the District, its directors, officers, employees, and agents for and against any and all claims, liabilities, and costs resulting from low water pressure in the District's system, and (2) Applicant and Property Owner hereby agree to execute a document substantially in the form of Exhibit E, which the District may record, advising future owners and occupants of the Project of the low pressure situation.

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

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

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary

APPLICANT

HALF MOON VILLAGE ASSOCIATES, L.P., a California Limited Partnership

By: Half Moon Village I LLC,
a California limited liability company

By: Mid-Peninsula Half Moon Bay, Inc.,
a California nonprofit public benefit
corporation, its sole member/manager

By: _____

Its: _____

PROPERTY OWNER

Housing Authority of San Mateo County

By: _____

Name: _____

Its: _____

Exhibit A – Parcel Location Map

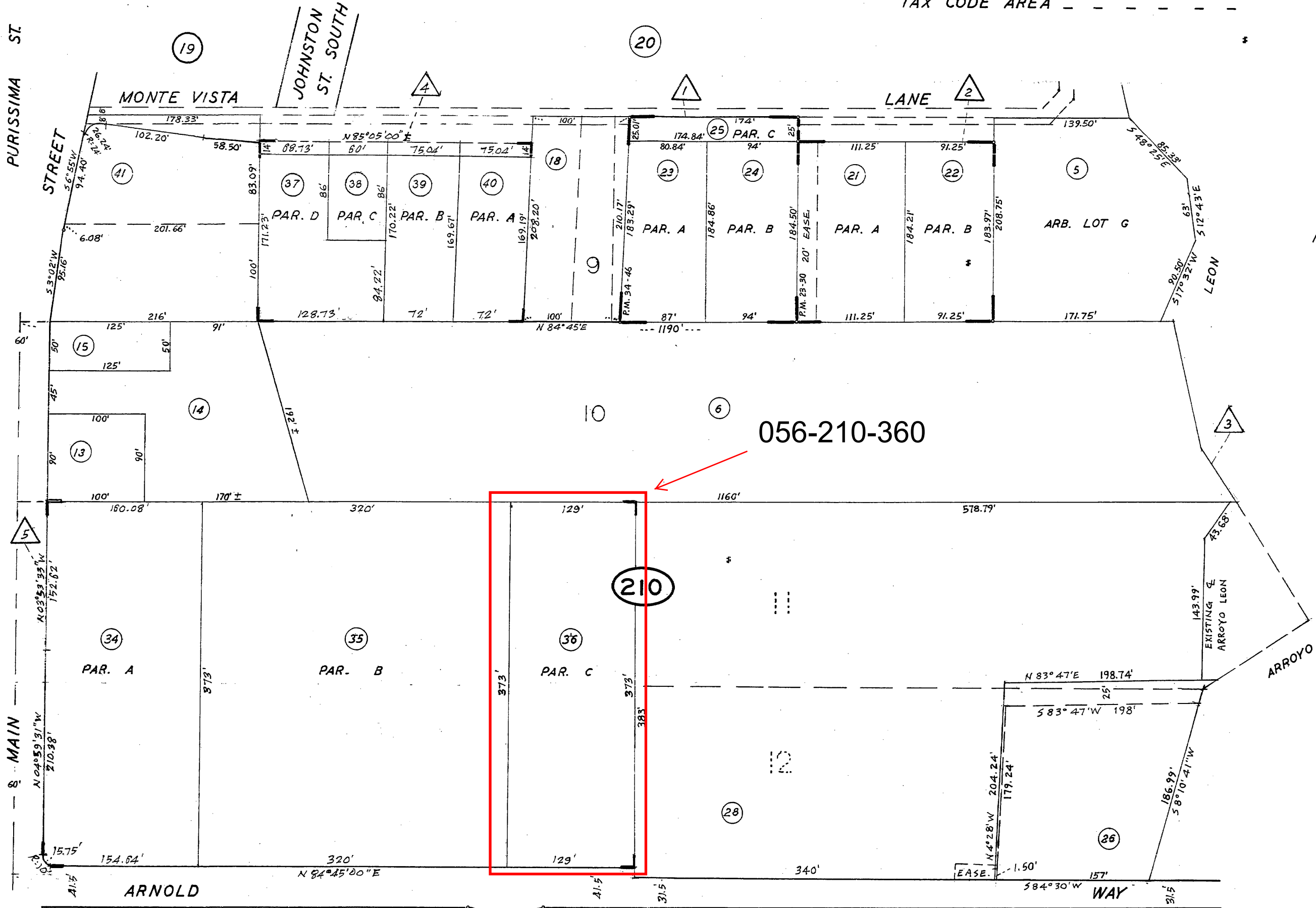
Exhibit B – Site Layout Drawing

Exhibit C – Civil Drawings

Exhibit D – Transmission and Storage Fee Requirements Determination

56-21

TAX CODE AREA



056-210-360

210

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

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

Disclaimer:
Written dimensions on these drawings shall have precedence over scaled dimensions. Contractors shall verify, and be responsible for, all dimensions and conditions on the job and this office must be notified of any variations from the dimensions and conditions shown by these drawings. Shop details must be submitted to this office for approval before proceeding with fabrication.

Key Plan:
PARCEL B

General Notes/Legend:

Consultant:

Stamp:

Rev. No.	Revision	Date
	PLANNING/ENTITLEMENTS	07.15.11
	100% SCHEMATIC DESIGN	09.01.11
	100% DESIGN DEVELOPMENT	03.30.12
	PG&E SUBMITTAL	06.01.12
	50% CONSTRUCTION DOCS	06.21.12
	PERMIT SUBMITTAL/75% CD	08.01.12
	B.I.D. ADDENDUM	08.31.12
	PERMIT ADDENDUM	10.05.12
	CCWD SUBMITTAL	10.12.12
	BID SET	10.15.12

Project Title:
HALF MOON VILLAGE SENIOR HOUSING
Parcel #056-210-360
801 Arnold Way
Half Moon Bay, CA 94019
San Mateo County

Sheet Title:
SITE PLAN

Scale: 1"=20'



herman coliver locus
423 Tehama Street San Francisco California 94103
T 415.495.1776 F 415.552.9811 E info@hclarchitecture.com

Drawn By: AT/DP
Checked: JN
Associate: SS

Sheet Number:
C3.1

LEGEND

- NEW AC PAVEMENT, TI=5.0
3.5" AC / 10" CL II AB, PER GEOTECH
- NEW AC PAVEMENT, TI=4.5
3.5" AC / 9" CL II AB, PER GEOTECH
- NEW PEDESTRIAN PAVING (SEE LANDSCAPE PLANS)
- NEW CITY STANDARD CONCRETE DRIVEWAY AND SIDEWALK (SECTION PER CITY STANDARDS OR 5" PCC / 6" CL II AB W/#4 REBAR PLACED 12" O.C. BOTH DIRECTIONS, PER GEOTECH)
- NEW BUILDING FOOTPRINT (SEE ARCHITECTURAL PLANS)
- NEW PATIO FOOTPRINT (SEE ARCHITECTURAL PLANS)
- TRUNCATED DOMES
- TRANS
TRANSFORMER BOX

BASIS OF BEARINGS

THE BEARING N85°56'47"E OF THE MONUMENT LINE OF ARNOLD WAY, WAS TAKEN AS THE BASIS OF BEARINGS FOR THIS SURVEY.

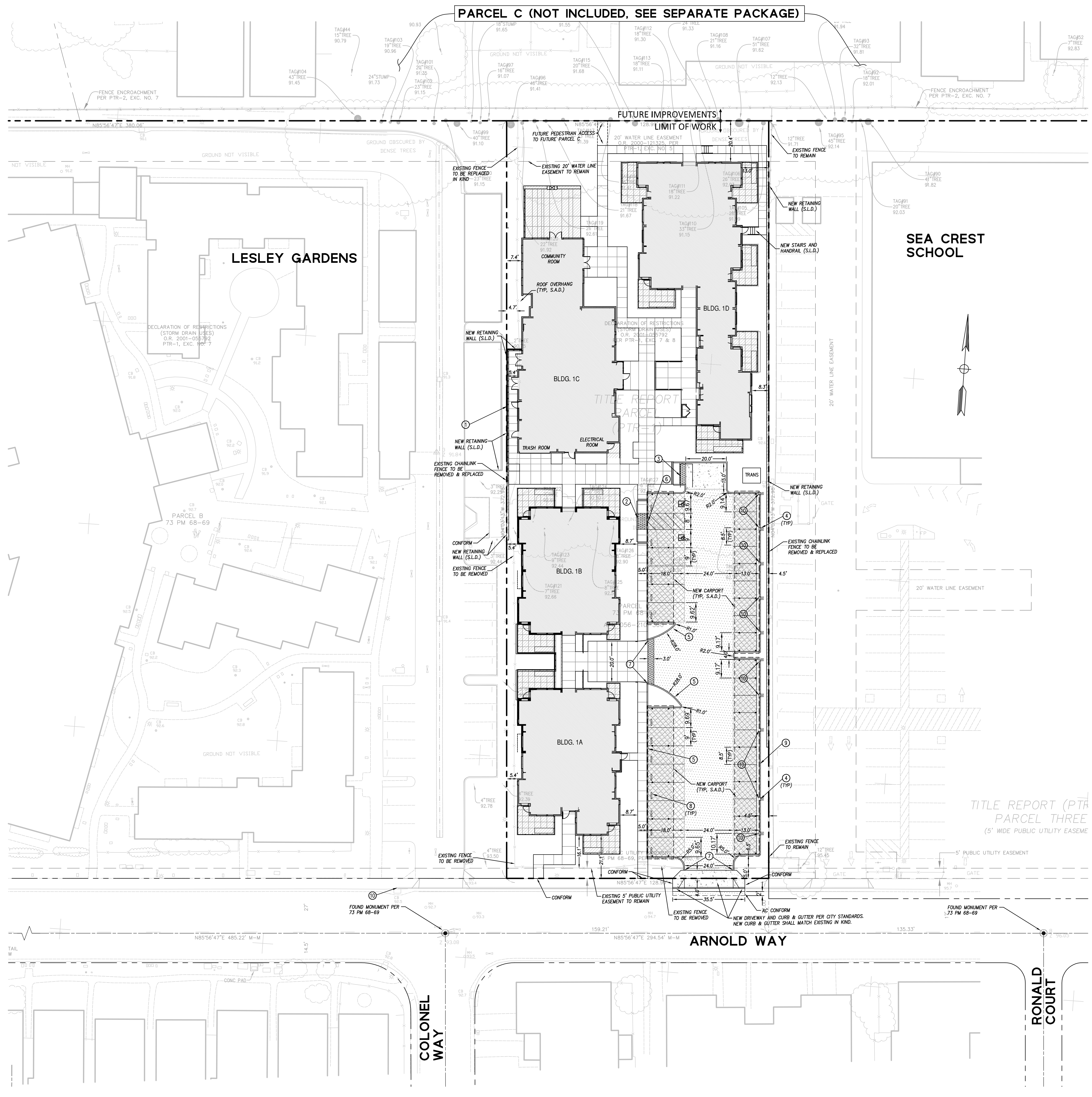
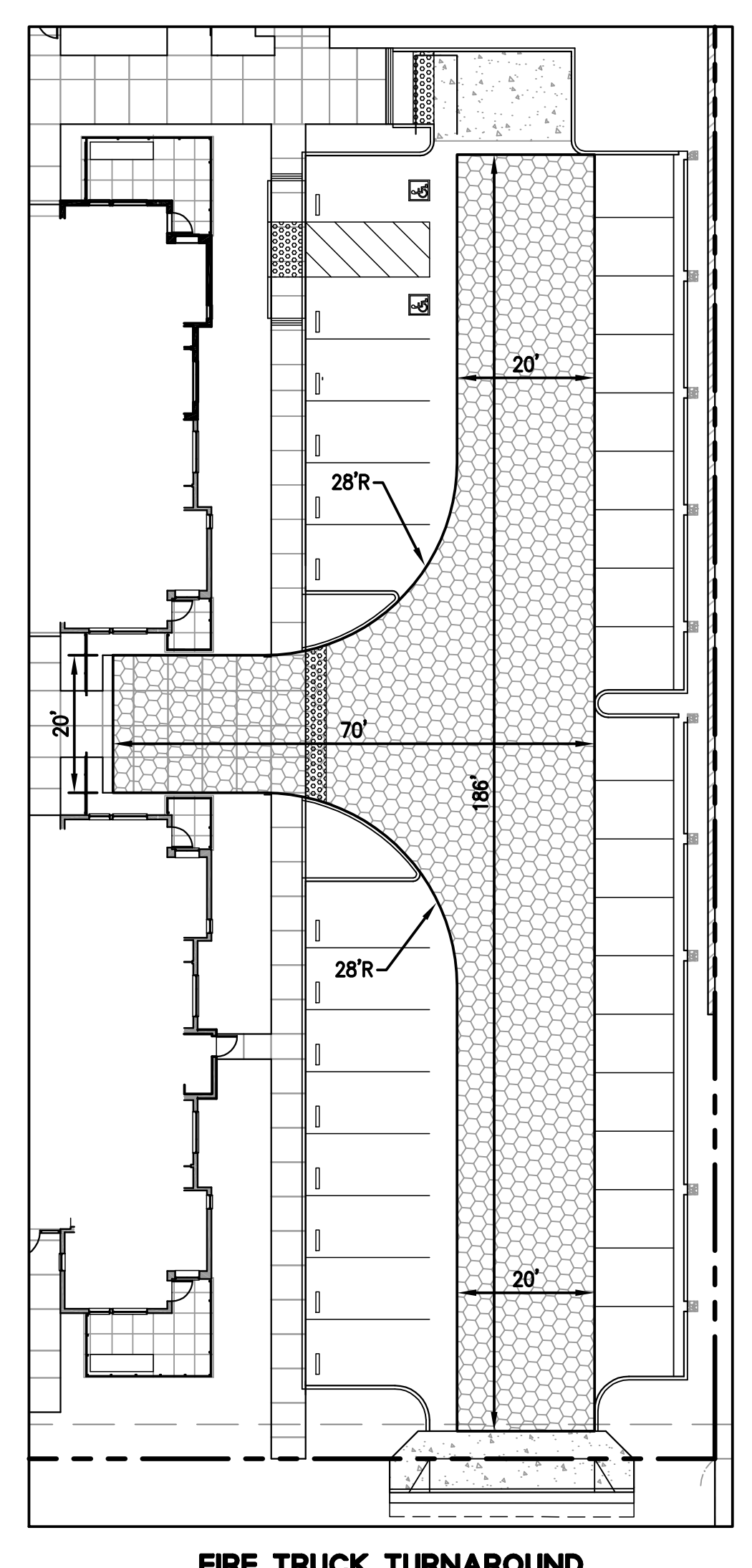
THE BEARINGS AND DISTANCES SHOWN ON THIS SURVEY ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (CCS83), ZONE 3, EPOCH 2007.00 AND THIS BEING ALSO THE NORTH AMERICAN DATUM OF 1983 (NAD83).

BENCHMARK

CITY OF HALF MOON BAY BENCHMARK NO. 9
BEING U.S.C.&G.S. BRASS CAP DISK N211-1935 FLUSH WITH SIDEWALK ALONG WEST SIDE OF CHURCH STREET AND 30' ± SOUTH OF MIRAMONTES STREET.
ELEVATION = 69.45 FEET (CITY OF HALF MOON BAY DATUM)

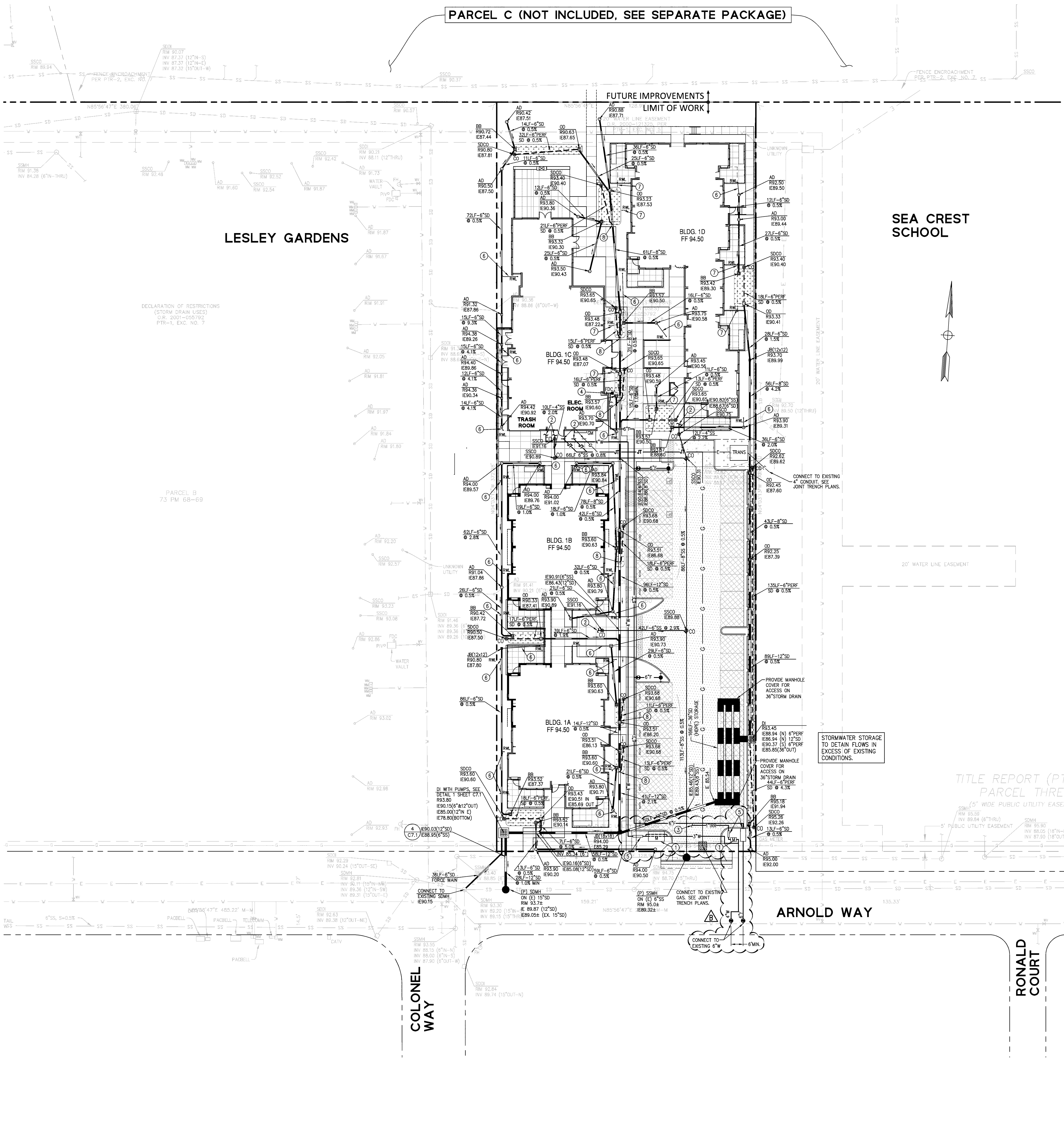
KEY NOTES

- NEW WALL WITH RAILING PER LANDSCAPE PLANS
- ACCESSIBLE RAMP PER DETAIL 9, SHEET C8.1
- RAMP PER DETAIL 10, SHEET C8.1
- CURB OPENING PER DETAIL 5, SHEET C8.1
- VERTICAL CURB PER DETAIL 1, SHEET C8.1
- FLUSH CURB PER DETAIL 2, SHEET C8.1
- CURB TRANSITION PER DETAIL 6, SHEET C8.1
- WHEEL STOP PER DETAIL 7, SHEET C8.1
- CURB & GUTTER PER DETAIL 4, SHEET C8.1
- INSTALL PLAQUE WITH A "NO DUMPING, FLOWS TO BAY" LOGO PER DETAIL 12, SHEET C8.1



DRAWING NAME: K:\ENGIN\016803\DWG\SHEETS\03HWV-SP.dwg (C3.1)
PLOT TIME: 10-15-12 4:42pm
PLOTTER: HP-GL-PTL

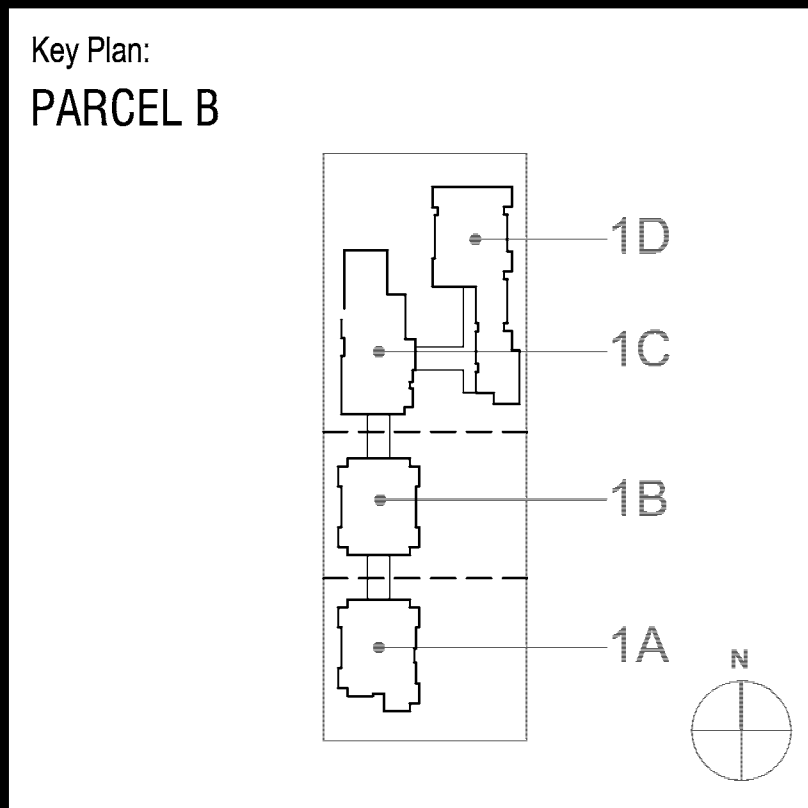
PARCEL C (NOT INCLUDED, SEE SEPARATE PACKAGE)



LEGEND

- STORM DRAIN LINE (PVC, UNLESS OTHERWISE NOTED)
- - - - PERFORATED STORM DRAIN LINE (PVC)
- RWL RAINWATER LEADER (SEE ARCHITECTURAL ROOF PLANS)
- RWL- RAINWATER LEADER OVERLAND FLOW
- RWL- RAINWATER LEADER CONNECTION TO STORM SYSTEM
- SDCO STORM DRAIN CLEANOUT (DETAIL 6/C7.1)
- DI DROP INLET (DETAIL 5/C7.1)
- OD OVERFLOW DRAIN (DETAIL 5/C7.1)
- BB BUBBLER BOX (DETAIL 3/C7.1)
- AD AREA DRAIN (DETAIL 7/C7.1)
- SDMH SANITARY OR STORM DRAIN MANHOLE, 48" DIA. BY HANSON CONCRETE PRODUCTS, OR APPROVED EQUAL.
- SS SANITARY SEWER LINE (PVC)
- SSCO SANITARY SEWER CLEANOUT (DETAIL 6/C7.1)
- W DOMESTIC WATER LINE (PVC C900), SEE DETAIL 12/C8.1 FOR THRUST BLOCK REQUIREMENTS
- IRR IRRIGATION WATER LINE (S.L.D.), SEE DETAIL 12/C8.1 FOR THRUST BLOCK REQUIREMENTS
- F FIRE WATER LINE (PVC C900), SEE DETAIL 12/C8.1 FOR THRUST BLOCK REQUIREMENTS
- FDC FIRE DEPARTMENT CONNECTION
- FH FIRE HYDRANT
- BFP BACKFLOW PREVENTOR
- GV GATE VALVE (DETAIL 13/C8.1)
- PI PIPE INDICATOR VALVE
- WM WATER METER
- GL GAS LINE (SHOWN FOR REFERENCE ONLY. PIPE SIZE, TYPE, ETC. PER JT PLANS.)
- GM GAS METER (SHOWN FOR REFERENCE ONLY. SIZE, TYPE, ETC. PER JT PLANS.)
- E ELECTRICAL LINE (SHOWN FOR REFERENCE ONLY. CONDUIT SIZE, TYPE, ETC. PER JT PLANS.)
- TRANS TRANSFORMER (SHOWN FOR REFERENCE ONLY. SIZE, TYPE, ETC. PER JT PLANS.)
- JT JOINT TRENCH LINE (SHOWN FOR REFERENCE ONLY. SEE JT PLANS.)
- JB JUNCTION BOX (DETAIL 5/C7.1, WITH CHECKER PLATE TOP)

Disclaimer:
Written dimensions on these drawings shall have precedence over scaled dimensions. Contractors shall verify, and be responsible for, all dimensions and conditions on the job and this office must be notified of any variations from the dimensions and conditions shown by these drawings. Shop details must be submitted to this office for approval before proceeding with fabrication.



General Notes/Legend:

Consultant:

Stamp:

Rev. No.	Revision	Date
	PLANNING/ENTITLEMENTS	07.15.11
	100% SCHEMATIC DESIGN	09.01.11
	100% DESIGN DEVELOPMENT	03.30.12
	PG&E SUBMITTAL	06.01.12
	50% CONSTRUCTION DOCS	06.21.12
	PERMIT SUBMITTAL/75% CD	08.01.12
	B.I.D. ADDENDUM	08.31.12
	PERMIT ADDENDUM	10.05.12
	CCWD SUBMITTAL	10.12.12
	BID SET	10.15.12
	CCWD SUBMITTAL	10.30.12

NOTES

- EXISTING SURFACE STRUCTURES WITHIN LIMITS OF NEW CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, MANHOLES, WATER VALVE BOXES, CLEAN OUTS, ETC. SHALL BE BROUGHT TO FINISH GRADE AFTER PAVING IS COMPLETED.
- THE CONTRACTOR IS RESPONSIBLE FOR PERFORMING LOCATE SERVICES FOR THOSE FACILITIES INSTALLED BY THE CONTRACTOR UNTIL SUCH TIME AS THE WORK HAS BEEN OPTIALLY ACCEPTED BY THE OWNER. THE MARKING AND LABELING OF SUCH LOCATIONS SHALL BE IN CONFORMANCE WITH UNDERGROUND SERVICE ALERT REQUIREMENTS.
- CONTRACTOR SHALL VERIFY ALL ELEVATIONS AND LOCATIONS OF EXISTING PIPES AND UTILITIES BEFORE EXCAVATION WORK OR MAKING ANY UTILITY CONNECTIONS.
- SEE LANDSCAPE PLANS FOR IRRIGATION SIZES, LAYOUT, ETC.
- SEE MEP PLANS FOR ALL JOINT TRENCH CONDUIT/PIPING (ELECTRICAL, LIGHTING, ETC).
- ANY UTILITY LINE TRENCH WITHIN THE ZONE OF INFLUENCE OF RETAINING WALL FOOTINGS OR BUILDING FOUNDATIONS SHALL BE BACKFILLED WITH LEAN CONCRETE FILL.
- UTILITY TRENCHES SHALL BE INSTALLED PER GEOTECHNICAL RECOMMENDATIONS AND PROJECT SPECIFICATIONS.
- SEE PROJECT SPECIFICATIONS FOR WATER THRUST BLOCK REQUIREMENTS.
- ALL PROPOSED CURB OPENINGS IN PARKING AREA AND THE EXISTING CATCH BASIN AT THE NORTH SIDE OF INTERSECTION OF ARNOLD WAY & COLONEY WAY SHALL HAVE A PLAQUE WITH A "NO DUMPING - FLOWS TO BAY" LOGO. SEE SITE PLAN, SHEET C3.1 FOR LOCATIONS AND DETAIL 12, SHEET C8.1

NOTE: EXACT LOCATION OF ELECTRICAL, GAS, AND OTHER JOINT TRENCH UTILITIES TO BE DETERMINED. LOCATIONS SHOWN ON PLAN ARE APPROXIMATE AND FOR REFERENCE ONLY. DESIGN BY OTHERS.

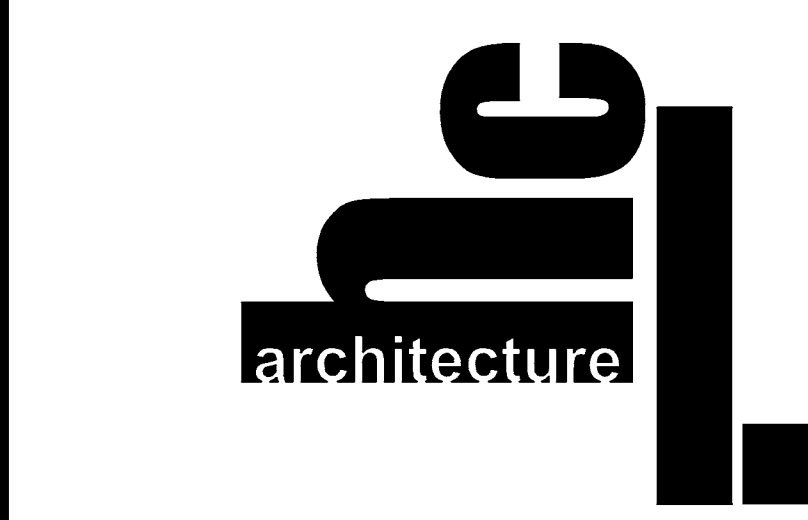
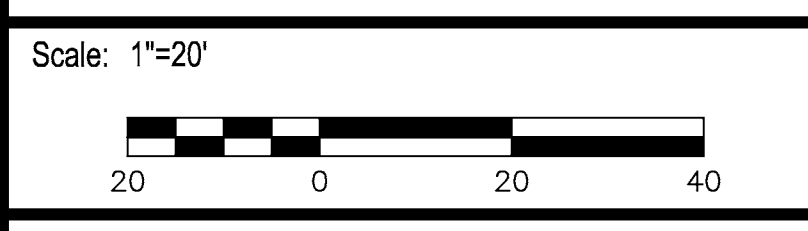
ELECTRICAL NOTE: OVERHEAD ELECTRICAL LINES SERVING HALF MOON VILLAGE, LESLEY GARDENS AND SEA CREST SCHOOL, SHALL BE UNDERGROUND AND/OR RELOCATED AS PART OF THE PROPOSED IMPROVEMENTS.

KEY NOTES

- 2 NEW WATER METERS, TO BE PROVIDED BY THE DISTRICT: ONE 1" METER FOR IRRIGATION SERVICE AND ONE 3/4" METER FOR DOMESTIC SERVICE. NEW EASEMENT TO BE PROVIDED.
- SEE PLUMBING PLANS BY OTHERS FOR CONTINUATION.
- SEE LANDSCAPE PLANS BY OTHERS FOR IRRIGATION SYSTEM.
- SEE FIRE PROTECTION PLANS BY OTHERS FOR CONTINUATION.
- 3 NEW BACKFLOW PREVENTERS: ONE 1" BFP FOR IRRIGATION SERVICE, ONE 3/4" BFP FOR DOMESTIC WATER AND ONE 6" BFP FOR FIRE SERVICE. SEE CCWD PROJECT SPECIFICATIONS FOR MAKE AND MODEL. NEW EASEMENT TO BE PROVIDED.
- CONNECT RAINWATER LEADER LINE TO STORM DRAIN LINE OR AREA DRAIN.
- SURFACE DRAIN RAINWATER LEADER LINE TO STORM DRAIN TREATMENT BASIN.
- CONNECT 6" PERFORATED STORM DRAIN LINE TO SOLID STORM DRAIN LINE. SEE DETAIL 2, SHEET C7.1

Project Title:
HALF MOON VILLAGE SENIOR HOUSING
Parcel #056-210-360
801 Arnold Way
Half Moon Bay, CA 94019
San Mateo County

Sheet Title:
UTILITY PLAN



herman coliver locus
423 Tahoma Street, San Francisco, California 94103
T 415.495.1776 F 415.562.9811 E info@hermancoliverlocus.com

Drawn By: AT/DP
Checked: JN
Associate: SS

Sheet Number:
C5.1

PLANNING, ENGINEERING, ARCHITECTURE, SURVEYING, LANDSCAPE ARCHITECTURE, INTERIOR DESIGN, ENVIRONMENTAL DESIGN, CONSTRUCTION MANAGEMENT, PROJECT MANAGEMENT, REAL ESTATE CONSULTING, AND OTHER SERVICES.

Exhibit D – Transmission and Storage Fee Requirements Determination

Project is a single building with senior housing plus common areas. Senior housing requires Crystal Springs Phase 1 non-priority connections.

District has determined the total Transmission and Storage Fee requirements for the Project based on fixture units and peak flows as tabulated in "Fixture Unit Calculations – Parcel B", dated April 14, 2011, prepared by Robison Engineering, Inc. The peak flow of 120 gallons per minute requires six 5/8-inch equivalent (20 gpm) non-priority connections.

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

Record Without Fees (Government Code § 27373)

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

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

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

The COASTSIDE COUNTY WATER DISTRICT, a county water district ("District") and HALF MOON VILLAGE ASSOCIATES, L.P. ("Applicant"), and HOUSING AUTHORITY OF SAN MATEO COUNTY ("Property Owner"), have entered into a Water Service Agreement dated as of _____ ("Agreement").

The Agreement pertains to the development of real property located at 801 Arnold Way in the City of Half Moon Bay, County of San Mateo, designated Assessor's Parcel Number 056-210-360, as shown on Attachment One ("Property").

Applicant has obtained approval from the City of Half Moon Bay for, and proposes to construct a low income senior rental development consisting of 45 residential units, a community area, and open space (the "Project"), to which the District has agreed to provide water service. The Project is depicted on Attachment Two.

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

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

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

COASTSIDE COUNTY WATER DISTRICT

By: _____
President, Board of Directors

By: _____
Secretary

HALF MOON VILLAGE ASSOCIATES, L.P., a California Limited Partnership

By: Half Moon Village I LLC,
a California limited liability company

By: Mid-Peninsula Half Moon Bay, Inc.,
a California nonprofit public benefit
corporation, its sole member/manager

By: _____

Its: _____

HOUSING AUTHORITY OF THE COUNTY OF SAN MATEO

By: _____

Name: _____

Its: _____

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report

Date: November 8, 2012

Subject: Denniston/San Vicente Projects Review and Status Update

Recommendation:

Information only.

Background:

Staff will make a presentation on the current status of projects related to developing and securing the District's local water supply source in the Denniston Creek and San Vicente Creek watersheds. Topics to be covered include:

- The Big Picture – Why the Denniston/San Vicente projects are important to the District's future
- Opportunities, challenges, and risks
- Projects currently underway
 - Environmental Impact Report (EIR)
 - Denniston Water Treatment Plant Improvements Project
- Future projects
 - San Vicente diversion and pipeline
 - Denniston reservoir restoration
 - Treated water booster station
 - Bridgeport pipeline
- Current projects status, schedules, and budgets
 - EIR
 - Denniston WTP Improvements

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report

Date: November 6, 2012

Subject: Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, Data Analysis, and Modeling

Recommendation:

Authorize staff to contract with Balance Hydrologics, Inc. for stream gaging, groundwater monitoring, data analysis, and modeling for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost of \$92,724.

Background:

Quantifying the amount of water available for diversion from Denniston and San Vicente Creeks is vitally important to the District's efforts to secure its water rights on those streams. Balance Hydrologics (Balance) has provided stream gaging, monitoring, and analysis services to the District starting with Water Year 2011 (WY11 - October 1, 2010 to September 30, 2011). Balance has broken the work the District needs to complete a three-year data record and to estimate quantities of water available for District diversion into three proposals:

1. Completion of Water Year 2012 gaging, analysis and reporting (Attachment A)

With field gaging completed for WY12, Balance needs to analyze the data and produce a final report. Because Balance's WY11 effort came in well below the approved budget for that year of \$73,975, District staff authorized Balance to bill continuing services under the WY11 project. The proposed total of \$19,985 covers the effort needed for final reporting, as well as certain WY12 expenses and equipment costs.

2. Water Year 2013 gaging and well monitoring (Attachment B)

This proposal covers WY13 continuation of gaging and analysis services for five stations on Denniston and San Vicente Creeks, as well as groundwater monitoring, at a cost of \$51,814. As Balance's proposal notes, this cost is substantially lower than the approved cost of the same services for WY11.

3. Refinement of the flow correlation model to estimate a long-term flow record for Denniston and San Vicente Creeks (Attachment C).

The unusual “spongy” nature of the Denniston and San Vicente watersheds produces flow patterns that are different from other coastal streams draining more impervious watersheds. Runoff response to rainfall is lower, and stream flows continue into the dry season. This means that stream flows in a given year depend on the rainfall for that year as well as the rainfall in one or two previous years. Given the limited data available for Denniston and San Vicente, the best way to estimate long-term flows resulting from different rainfall year combinations is to build a model correlating Denniston and San Vicente with similar streams that have longer data records. The estimated cost of this effort, which is necessary to support the Denniston/San Vicente Environmental Impact Report work currently underway, is \$20,925.

Fiscal Impact:

Cost of \$92,724 over FY13 and FY14, from funds included in the Capital Improvement Program for Denniston/San Vicente.



800 Bancroft Way • Suite 101 • Berkeley, CA 94710-2227 • (510) 704-1000

www.balancehydro.com • email: office@balancehydro.com

Berkeley • Santa Cruz • Truckee

Sept 19, 2012

Mr. David Dickson, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019-1995

RE: Additional work order request to complete Water Year 2012 dry season monitoring and prepare the Water Year 2012 data report, Denniston and San Vicente Creeks.

Dear Mr. Dickson:

This proposal encompasses continuation of the WY2011 and the initial portion of WY2012 into the dry season monitoring and gaging report for water year 2012 (WY2012), of baseline stream gaging and limited sediment-transport monitoring. Results will complete the second year of the traditional three-year assessment period to evaluate (a) streamflow adequacy, and (b) meet regulatory needs – both for the EIR (including CFII/WAA considerations) and for eventually perfecting your water rights -- and (c) in this case, basic streamflow characterization, such that CCWD can plan a program of diversions most compatible with the uniquely ‘spongy’ Montara-type hydrology of these streams, as described in our previous reports. We believe it is essential at this point to develop a second-season report. Because the year has been dry, we have been able to continue the monitoring using the remaining funds from our initial authorization, in the hope that the extra partial-year’s data might address the data needs. At this point, however, we have exhausted our budget from last year and will need additional funding to complete the second season. We are asking at this time for an additional \$19,985

We include in this proposal the scope and costs to complete ongoing monitoring during the Water Year 2012 dry summer season at 5 of the 6 original gaging locations scoped for the project: San Vicente Above Diversion, San Vicente Creek Below Diversion, San Vicente Creek at California St., Denniston Creek above diversion and Denniston Creek below Capistrano. and delivery of a stream gaging and well monitoring memo for the entire 2012 water year. We have funded the early part of water year 2012 with remaining budget preserved from our water year 2011 authorization.

To address the objectives of this work, we have scoped work in bundles as summarized in the following task list:

1. *Dry-season gaging of three stations on Denniston Creek*
2. *Dry-season gaging of three stations on San Vicente Creek*
3. *Basic sediment-transport measurements for San Vicente Creek (only)*
4. *Quarterly groundwater monitoring*
5. *Draft and final water year 2012 reporting*
6. *Project administration*

The next several paragraphs elaborate on this work proposed. Please note that access to the upper station on Denniston Creek has been via Cabrillo Farms and we assume that we will continue to have access to this station under CCWD’s current easements for access to the new water treatment plant.

Mr. David Dickson
Sept. 19, 2012
Page 2

Work Scope

Task 1. Dry-season gaging of three stations on Denniston Creek

This task provides time for us to make four site visits – May, June, August and early October 2012 – to calibrate the station by performing a flow (discharge) measurement and a staff plate (gage height) reading. We will also download data from the levellogger and make channel observations and any maintenance needed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 2. Dry-season gaging of three stations on San Vicente Creek

This task provides time for us to make four site visits – May, June, August and early October 2012 – to calibrate the station by performing a flow (discharge) measurement and a staff plate (gage height) reading. We will also download data from the levellogger and make channel observations and any maintenance needed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 3. Basic sediment transport measurements (San Vicente Creek only)

We have collected and processed suspended and bedload sediment samples using the samplers and protocols of the Federal Interagency Sedimentation Program. This task will help complete the sediment-rating curves, which graph sediment load as a function of instantaneous streamflow, will be developed to compute sediment loads and/or to compare with other nearby granitic channels for which an adequate record has been compiled.

Sufficient data are available for Denniston Creek as a result of work performed for the RCD. This task needs only to collect similar essential data for San Vicente Creek.

Deliverable: Basic data tabulation, sediment-rating curves and computation of sediment loads for Winter 2012.

Task 4. Groundwater monitoring

Each of the three monitoring wells (Inactive wells 4, 7, and 9) is currently equipped with a levellogger that logs water level and temperature every hour. This task provides time for us to measure depth-to-water and specific conductance in the three monitoring wells and download data during the remaining site visit in in September calibrate and plot the hourly data, and reduce the data to daily mean water level.

Mr. David Dickson
Sept. 19, 2012
Page 3

Deliverable: Raw data that may be used to develop a record of daily mean water level and temperature for each of three CCWD monitoring wells and monitoring forms.

Task 5. Draft and final water year 2012 reporting

We will summarize and explain the basic hydrologic findings in a water year 2012 report. The written report will include a summary form for each station tabulating the daily mean data and identifying station descriptors and plots of the data and rating curves, and water surface time series data for the monitoring wells. This is a data report and in-depth interpretation will be reserved should it become necessary for further EIR efforts.

Deliverable: Draft report in Microsoft Word. Final report pdf and one bound hard copy.

Task 6. Project administration

This task simply provides time to help schedule and administer project in a way that best helps you and us regularly track schedule and budget.

Anticipated Costs

Our estimates of staff assignments and level of effort for each task are shown in Table 1. The estimated total costs are shown at the bottom of Table 2 and include instrumentation rental and unallocated costs, such as mileage, which will be expended doing work under multiple tasks. As is customary for field related jobs, this total also includes a 10% contingency allowance which will only be used after consultation with you. The contingency allows for a smoother absorption of additional costs of things out of our control which inhibit the efficient completion of our work. Examples of situations that would qualify for use of the contingency allowance are repair and/or replacement of a stream gaging station damaged by high flows, earthquakes or other "Acts of God", changes requested by your staff or a landowner, shifts in regulatory requirements, or time lost when staff mobilizes for a storm that doesn't materialize as forecast, and lost samples due to lab or shipping company errors. Equipment rental costs are estimated in Table 3 and the total included as a line item in Table 2.

After reviewing the costs, please let us know if they are in line with your expectations. Although we have made out best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates.

We will conclude monitoring on October 15, 2012, earlier if storms raise the levels of the low flows or later should you extend the monitoring into WY2013 (see separate proposal). We will provide a completed draft report to the District by January 15, 2013. If needed earlier for regulatory purposes, we will make adjustments as needed for reporting this concluding year of the 3-year program.

Proposed Project Staff

Barry Hecht will be the Principal in charge and direct the sediment task and act as senior reviewer. Eric Donaldson will serve as project manager. Field hydrologists Eric Donaldson (Berkeley office) and Jason

Mr. David Dickson
Sept. 19, 2012
Page 4

Parke (Santa Cruz office) have been servicing the stream gaging stations and wells and will continue to do so. GIS services will be provided by Balance. Bedload samples are analyzed by Balance in our sediment laboratory; suspended sediment samples and turbidity are analyzed by Soil Control Laboratories of Watsonville, a state-certified analytical lab. Other staff will be called upon during winter storm flow monitoring and budget has been spread among billing categories to account for typical staff rates.

Registration:

Work will be conducted under active State of California registration, as required under the State's Business and Professional Code, and as applied by the Division of Water Rights.

Closing

We appreciate the opportunity to complete the streamflow gaging through the current 2012 water year on these two creeks and look forward to supporting you through the ongoing and future work related to the EIR process.

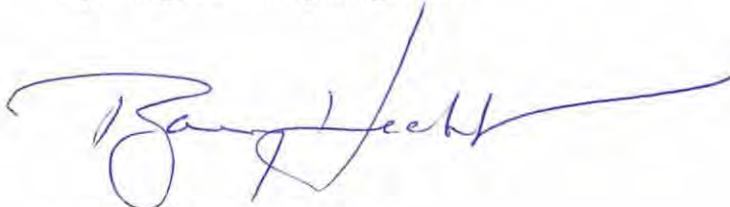
Please let us know if you have questions or suggestions, or if your needs and schedule differ from our assumptions, above.

Sincerely,

BALANCE HYDROLOGICS, INC.



Eric Donaldson, M.S.
Hydrologist/Geomorphologist, and



Barry Hecht, CEG, CHg
Senior Principal

Encl. WY2012 dry season, Tables 1,2,3

Proposal for WY2012 summer stream gaging, Denniston and San Vicente Creeks

Task Number and Description	Sr. Principal	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Specialist	IT Programmer	Sr. Proj Admin	Sr. Report Specialist	Tech Typist	Labor Costs For Task
	Hourly Rate	\$195	\$165	\$145	\$135	\$120	\$110	\$95	\$75	\$95	\$75	\$75	\$75	
	BH	MW	JO	SB	ED	TB, SR	JP	DF						
Task 1. Dry-season gaging of three stations on Denniston Creek	1		2	2	8			6						\$2,165
Task 2. Dry-season gaging of three stations on San Vicente Creek	1		2		8			8						\$2,045
Task 3. Basic sediment transport, San Vicente	4		2		8			8				1		\$2,705
Task 4. Quarterly groundwater monitoring	2				8			2						\$1,500
Task 5. Draft and final water year 2012 reporting	4		4		20			14	2			2	2	\$5,280
Task 6. Project administration	1				6						6			\$1,365
Subtotal Hours	13		10	2	58			38	2		6	3	2	
Total Hours	134													
Notes:														TOTAL LABOR \$15,060

Table 2. Estimated Costs
Proposal for WY2012 summer stream gaging, Denniston and San Vicente Creeks

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$195	13	\$2,535.00
Principal	\$165	0	\$0.00
Senior Professional	\$145	10	\$1,450.00
Project Professional	\$135	2	\$270.00
Senior Staff Professional	\$120	58	\$6,960.00
Staff Professional	\$110	0	\$0.00
Assistant Professional	\$95	0	\$0.00
Junior Professional	\$75	38	\$2,850.00
GIS Senior Analyst	\$100	0	\$0.00
GIS/CADD Specialist	\$95	2	\$190.00
IT Programmer	\$75	0	\$0.00
Senior Project Administrator	\$75	6	\$450.00
Senior Report Specialist	\$75	3	\$225.00
Technical Typist	\$65	2	\$130.00
Hydrologic Technician	\$60	0	\$0.00
Labor Subtotal (Table 1)			\$15,060.00
Expenses			
Direct Expenses			
Mileage*	200 miles @	\$0.55	\$110.00
Equipment Costs (see Table 3)			\$4,600.00
Per Diems	@		\$0.00
Reimbursable Costs			
Other Travel, Subsistence	trips @		\$0.00
Express Mail, Deliveries	Shipping for sediment samples		\$0.00
Maps and Aerial Photos			\$0.00
Outside Copying, Blueprint			\$0.00
Materials and Supplies			\$40.00
Permits, Licenses or Agency Inspection fees	<i>client responsibility</i>		\$0.00
Other	<i>real-time webcast maintenance and upgrade</i>		\$175.00
Expenses Subtotal			\$4,925.00
ESTIMATED TOTAL			\$19,985.00

* Slight premium for winter storm work which requires trucks, additional vehicle maintenance, and cleaning,

Table 3. Equipment Rental Costs
Proposal for WY2012 summer stream gaging, Denniston and San Vicente Creeks

	Cost/ day	# of days	Cost/ month	# of	Cost/ season	# of	Cost/ year	# of years	Cost	
Field Equipment										
Current meter and flow-measuring equipment	\$45		\$150		\$300	1			\$300	
SCT or conductivity meter	\$30		\$75		\$200	1			\$200	
Dissolved oxygen meter	\$35		\$100		\$250					
Turbidity meter/probe	\$35		\$100		\$250					
Digital camera	\$15		\$45		\$100					
Field GPS unit	\$15		\$45		\$100					
Electrical water-level indicator ("sounder")	\$25		\$75		\$150					
Water-level recorders										
Datalogger with two transducers	\$200		\$800		\$1,800	1	\$2,200		\$1,800	
Additional transducers	\$60		\$200		\$500		\$700			
Specific conductance + temperature sensor option	\$50		\$150		\$300		\$400			
Solar power option	n/a		n/a		\$150	1	\$200		\$150	
Self-contained datalogger for well installation	\$50		\$250		\$350	8	\$400		\$2,800	
Samplers										
Hand-held suspended-sediment sampler (DH-48; DH59)	\$45		\$100		\$250	1			\$250	
High-flow suspended-sediment sampler (D49, D74)	\$120		\$200		\$400					
Hand-held bedload sampler (Helley-Smith)	\$45		\$100		\$250	1			\$250	
High-flow bedload sampler (Helley-Smith)	\$120		\$200		\$400					
Hand-auger soil-sampling array (mud and multiple barrels)	\$30		\$120							
Soft-sediment core sampler	\$40		\$150							
Water quality sampler (DH-81)	\$35		\$100		\$250					
Field filtering equipment	\$15		\$50		\$80					
Surveying equipment										
Level-transit or automatic level, tripod, rod	\$60		\$210							
Total station	\$80		\$280							
Miscellaneous										
Staff plates \$64 ea										
Rain gage for use with water-level datalogger	\$20		\$50		\$150		\$200			
Self-contained datalogging rain gage	\$30		\$100		\$250		\$350			
Cutthroat portable flume	\$35		\$100		\$200					
Other Equipment										
									Base Rental Charges	\$5,750
									Discount for Repeat Agency Client 20%	\$1,150
									Total Rental Cost	\$4,600

Notes:

Rates for other equipment or for other rental periods are available (see Balance form 305).

Equipment rental charges are for the entire water year 2012, not just summer season, even though seasonal rates are used.

Table 1. Anticipated Staff Hours by Task
Proposal for WY2013 winter and summer stream gaging, Denniston and San Vicente Creeks

Task Number and Description	Sr. Principal	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Specialist	IT Programmer	Sr. Proj Admin	Sr. Report Specialist	Tech Typist	Labor Costs For Task
Hourly Rate	\$195	\$165	\$145	\$135	\$120	\$110	\$95	\$75	\$95	\$75	\$75	\$75	\$65	
	BH		JO	SB	ED		JP	DF						
Task 1. Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed	8		8	2	50			30						\$11,240
Task 2. Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed	8		8		70			36						\$13,820
Task 4. Dry-season gaging of three stations on Denniston Creek	1		2	2	8			8						\$2,315
Task 5. Dry-season gaging of three stations on San Vicente Creek	1		2		8			8						\$2,045
Task 6. Basic sediment transport, San Vicente	4		1		6			6	1			1		\$2,265
Task 7. Quarterly groundwater monitoring	2				2			2	1					\$875
Task 8. Final water year 2013 reporting	4		4		20			8	2			10	2	\$5,430
Task 9. Project administration	2				6						8			\$1,710
Subtotal Hours	30		25	4	170			98	4		8	11	2	
Total Hours	352													
Notes:														TOTAL LABOR \$39,700



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September 20, 2012

David Dickson, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019-1995

RE: Proposal to gage Denniston Creek, San Vicente Creek, and monitoring inactive wells, Water Year 2013

Dear Mr. Dickson:

This proposal encompasses continuation of the WY2011 and WY2012 into the third, and final water year (WY2013), of baseline stream gaging and limited sediment-transport monitoring. Results will complete the traditional three-year assessment period to evaluate (a) streamflow adequacy, and (b) meet regulatory needs – both for the EIR (including CFII/WAA considerations) and for eventually perfecting your water rights -- and (c) in this case, basic streamflow characterization, such that CCWD can plan a program of diversions most compatible with the uniquely ‘spongy’ Montara-type hydrology of these streams, as described in our previous reports. We believe that this last year will be essential to making sure that the diversions will both meet your expectations for yield and for site-appropriate watershed protection.

WY2013 begins on October 1, 2012, two weeks hence. We propose to continue the present program of streamflow gaging on both streams. We also propose to continue limited sediment-transport monitoring on San Vicente Creek, with several additional measurements on Denniston Creek near its mouth. We will also concurrently monitor water levels (and salinities) in four wells, such that interaction of streamflow and groundwater may be described.. Essentially all instrumentation is already installed, and we are ready to go. This may be a good thing, as a weak El Nino has developed and is expected to extend through the first part of the winter, leading to expectations of an early rainfall season.. We include in this proposal the scope and costs for continued monitoring during water year 2013 – October 2012 through September 2013 at 5 of the 6 original gaging locations scoped for the project: San Vicente Above Diversion, San Vicente Creek Below Diversion, San Vicente Creek at California St., Denniston Creek above diversion and Denniston Creek Below Capistrano . Costs to conduct this work will be about \$51.814, or about two-thirds of the costs which we proposed to you in December 2010 for the initial WY2011 monitoring season.

To address the objectives of this work, we have scoped work in bundles as summarized in the following task list:

1. *Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed*
2. *Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed*
3. *Dry-season gaging of three stations on Denniston Creek*
4. *Dry-season gaging of three stations on San Vicente Creek*
5. *Basic sediment-transport measurements for San Vicente Creek (only)*
6. *Quarterly groundwater monitoring*
7. *Draft and final water year 2013 reporting*
8. *Project administration*

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9/28/2012
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The next several paragraphs elaborate on this proposed approach. Many readers may want to skip them, as they are only slightly modified and updated from the scope which we outlined for you in December 2010.

Work Scope

Task 1. Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed

The measurements must conform with the requirements of the Division of Water Rights, as put forth below. For Denniston Creek we will monitor flow near the existing upstream-most station. The equipment currently installed at the upstream-most station on Denniston Creek consists of a Solinst F15 Levelogger within a stilling well in the channel upstream of the culvert under the access road to the new water treatment facility.

The equipment installed on Denniston Creek below Capistrano Avenue is suitable for winter high-flow monitoring. Presently the preliminary station data is made available via our real-time system on the Balance Hydrologics website. This feature provides real-time information to both the CCWD staff and Balance staff as well. Having this information available remotely will improve the success of winter monitoring and save budget. We suggest continuing funding of the real-time aspect of this station. We recognize that this station sometimes cannot transmit data; the issue seems to be obtaining sufficient solar power in this shaded setting. We will install additional solar panels to try to power up this station.¹ Measuring flow at this location provides information that will help us understand the interaction between surface and groundwater in the Denniston Creek watershed.

This task provides time for us to make 4 or 5 site visits during winter. These visits allow us to calibrate the stations by performing a flow (discharge) measurement and a staff plate (gage height) reading. During winter storms when flows are elevated we will make supplemental field visits to make measurements of flow and other observations (i.e. identify high-water marks, qualitative observations of water quality, etc.) These visits are required to complete the stage-to-discharge rating curve through the highest flows observed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Part of this task will be refining our formal flow rating curves for both stations on Denniston Creek.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 2. Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed

We will also need to gage flows at three locations on San Vicente Creek. We will utilize the existing equipment and do not foresee a need to move any of the stations. On San Vicente Creek, we need to

¹ . Note that the station continues to record flow, specific conductance and water temperature even when power for transmission is insufficient, hence there is no loss of gaging information.
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Page 3

measure streamflow above the diversion to calculate the available flow, and below the diversion to estimate the total diversion through the wet-season.

This task provides time for us to make 4 site visits, October through April, to calibrate the stations by performing a flow (discharge) measurement and a staff plate (gage height) reading. During monthly visits we will also download data from the levellogger and make channel observations and any maintenance needed. During winter storms when flows are elevated we will make supplemental field visits to make measurements of flow and other observations (i.e. identify high water marks, qualitative observations of water quality, etc.). These visits are required to complete the stage-to-discharge rating curve through the highest flows observed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 3. Dry-season gaging of three stations on Denniston Creek

This task provides time for us to make four site visits – May, June, August and early October 2013 – to calibrate the station by performing a flow (discharge) measurement and a staff plate (gage height) reading. We will also download data from the levellogger and make channel observations and any maintenance needed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 4. Dry-season gaging of three stations on San Vicente Creek

This task provides time for us to make four site visits – May, June, August and early October 2013 – to calibrate the station by performing a flow (discharge) measurement and a staff plate (gage height) reading. We will also download data from the levellogger and make channel observations and any maintenance needed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 5. Basic sediment transport measurements (San Vicente Creek only)

Although CCWD does not intend to substantially change the flow of San Vicente Creek, sediment will be one of the effects and one of major opportunities for enhancement that will be addressed in the EIR. Since San Vicente Creek discharges directly onto the intertidal flats at Fitzgerald Reserve, the amount and

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Page 4

timing of sediment moved – including at low flows – may well prove important. Measures to reduce sediment loads in San Vicente Creek could be one of the more beneficial mitigation measures that CCWD might undertake. Mobility of the bed is also an issue of substantial interest to the fisheries biologists insofar as it affects the ability of San Vicente Creek to support various aquatic species. The measurements in Task 6 are low-cost means of addressing these and related agency questions.

We will collect up to 12 each of suspended and bedload sediment samples using the samplers and protocols of the Federal Interagency Sedimentation Program, much as Balance has done for Pilarcitos and other coastal streams. Sediment-rating curves, which graph sediment load as a function of instantaneous streamflow, will be developed to compute sediment loads and/or to compare with other nearby granitic channels for which an adequate record has been compiled. Data can also be used, such as to further support the efforts of the EIR, (a) to assess susceptibility to sedimentation, (b) how diversions may affect flows, and (c) to reductions in sediment may yield habitat benefits which may offset impacts to Denniston or other local channels.

Sufficient data are available for Denniston Creek as a result of work performed for the RCD. This tasks needs only to collect data of the same type during two or three storms to verify that such data still apply.

Deliverable: Basic data reduction and tabulation, sediment-rating curves and computation of sediment loads for Winter 2013.

Task 6. Groundwater monitoring

Each of the three monitoring wells (Inactive wells 4, 7, and 9) is currently equipped with a levellogger that logs water level and temperature every hour. This task provides time for us to measure depth-to-water and specific conductance in the three monitoring wells and download data during three site visits in October 2012, April 2013, and September 2013. In the office, we will enter the information into the station log, add the downloaded data to the station spreadsheet, calibrate and plot the hourly data, and reduce the data to daily mean water level.

Deliverable: Raw data that may be used to develop a record of daily mean water level and temperature for each of three CCWD monitoring wells, plus monitoring forms.

Task 7. Draft and final water year 2013 reporting

We will summarize and explain the basic hydrologic findings in a water year 2013 report. The written report will include a summary form for each station tabulating the daily mean data and identifying station descriptors and plots of the data and rating curves, and water surface time series data for the monitoring wells. This is a data report and in-depth interpretation will be reserved should it become necessary for further EIR efforts.

Deliverable: Draft report in Microsoft Word. Final report pdf and one bound hard copy.

Task 8. Project administration

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This task simply provides time to help schedule and administer project in a way that best helps you and us regularly track schedule and budget.

Anticipated Costs

Our estimates of staff assignments and level of effort for each task are shown in Table 1. The estimated total costs are shown at the bottom of Table 2 and include instrumentation rental and unallocated costs, such as mileage, which will be expended doing work under multiple tasks. As is customary for field related jobs, this total also includes a 10% contingency allowance which will only be used after consultation with you. The contingency allows for a smoother absorption of additional costs of things out of our control which inhibit the efficient completion of our work. Examples of situations that might require use of the contingency allowance are repair and/or replacement of a stream gaging station damaged by high flows, earthquakes or other "Acts of God", changes requested by your staff or a landowner, or shifts in regulatory requirements and lost samples due to lab or shipping company errors. Equipment rental costs are estimated in Table 3 and the total included as a line item in Table 2. We are also assumed continued ready access to the gages and wells.

We have tasked our work to assist you understanding the basis of all costs and the timing of the work. After reviewing the costs, please let me know if they are in line with your expectations. Although we have made out best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates. It might be noted that we were able to complete our WY2011 gaging work within budget and without drawing upon the contingency.

Anticipated Schedule

We will begin drawing from this budget just prior to October 1, 2012 to prepare staff and equipment for the beginning of the 2013 water year. Any work that was performed under the previous dry-season monitoring which is not covered under that scope and budget which is covered in this scope and budget will be charged to this scope and budget.

We will conclude monitoring once the October or November 2013 rains have raised dry-weather flows.. We will provide a completed draft report to the District by January 15, 2014 or within 90 days of ending the gaging in October or November 2013. If needed earlier for regulatory purposes, we will make adjustments as needed for reporting this concluding year of the 3-year program.

Proposed Project Staff

Barry Hecht will be the Principal in charge and direct the sediment task and act as senior reviewer. Eric Donaldson will serve as project manager. Field hydrologists Eric Donaldson (Berkeley office) and Jason Parke (Santa Cruz office) have been servicing the stream gaging stations and wells and will continue to do so. GIS services will be provided by Eric Forno of our Berkeley office. Bedload samples are analyzed by Balance in our sediment laboratory; suspended sediment samples and turbidity are analyzed by Soil Control Laboratories of Watsonville, a state-certified analytical lab. Other staff will be called upon during winter- storm flow monitoring. The monitoring budget has been spread among billing categories to account for typical staff rates.

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Registration:

Work will be conducted under active State of California registration, as required under the State's Business and Professional Code. The Division of Water Rights has recently tightened its enforcement of registration for hydrological reports.

Closing

We appreciate the opportunity to to complete the streamflow gaging through the next water year on these two creeks and look forward to supporting you through the ongoing and future work related to the EIR process.

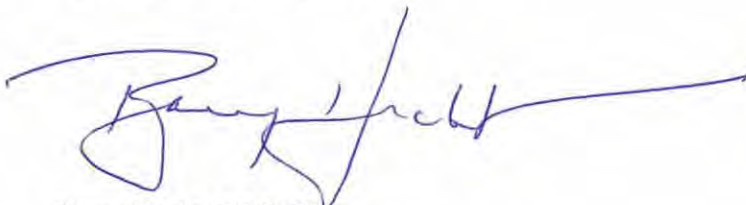
Please let us know if you have questions or suggestions, or if your needs and schedule differ from our assumptions, above.

Sincerely,

BALANCE HYDROLOGICS, INC.



Eric Donaldson, M.S.
Hydrologist/Geomorphologist



Barry Hecht, CEG, CHg
Senior Principal

Encl. Tables 1,2,3 for WY2013

Table 1. Anticipated Staff Hours by Task
Proposal for WY2013 winter and summer stream gaging, Denniston and San Vicente Creeks

Task Number and Description	Sr. Principal	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Specialist	IT Programmer	Sr. Proj Admin	Sr. Report Specialist	Tech Typist	Labor Costs For Task
	Hourly Rate	\$195	\$165	\$145	\$135	\$120	\$110	\$95	\$75	\$95	\$75	\$75	\$75	
	BH		JO	SB	ED		JP	DF						
Task 1. Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed	8		8	2	50			30						\$11,240
Task 2. Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed	8		8		70			36						\$13,820
Task 4. Dry-season gaging of three stations on Denniston Creek	1		2	2	8			8						\$2,315
Task 5. Dry-season gaging of three stations on San Vicente Creek	1		2		8			8						\$2,045
Task 6. Basic sediment transport, San Vicente	4		1		6			6	1			1		\$2,265
Task 7. Quarterly groundwater monitoring	2				2			2	1					\$875
Task 8. Final water year 2013 reporting	4		4		20			8	2			10	2	\$5,430
Task 9. Project administration	2				6						8			\$1,710
Subtotal Hours	30		25	4	170			98	4		8	11	2	
Total Hours	352													
Notes:														TOTAL LABOR \$39,700

Table 2. Estimated Costs**Proposal for WY2013 winter and summer stream gaging, Denniston and San Vicente Creeks**

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$195	30	\$5,850.00
Principal	\$165	0	\$0.00
Senior Professional	\$145	25	\$3,625.00
Project Professional	\$135	4	\$540.00
Senior Staff Professional	\$120	170	\$20,400.00
Staff Professional	\$110	0	\$0.00
Assistant Professional	\$95	0	\$0.00
Junior Professional	\$75	98	\$7,350.00
GIS Senior Analyst	\$100	0	\$0.00
GIS/CADD Specialist	\$95	4	\$380.00
IT Programmer	\$75	0	\$0.00
Senior Project Administrator	\$75	8	\$600.00
Senior Report Specialist	\$75	11	\$825.00
Technical Typist	\$65	2	\$130.00
Hydrologic Technician	\$60	0	\$0.00
Labor Subtotal (Table 1)			\$39,700.00
Expenses			
Direct Expenses			
Mileage*	1200 miles @	\$0.55	\$660.00
Equipment Costs (see Table 3)			\$5,452.00
Per Diems	@		\$0.00
Reimbursable Costs			
Other Travel, Subsistence	trips @		\$0.00
Express Mail, Deliveries	Shipping for sediment samples		\$50.00
Maps and Aerial Photos			\$50.00
Outside Copying, Blueprint			\$0.00
Bedload analysis charges	12 samples @ \$30		\$360.00
Analytical Laboratory Fees	12 samples @ \$36		\$432.00
Materials and Supplies			\$100.00
Permits, Licenses or Agency Inspection fees	client responsibility		\$0.00
Other	real-time webcast upgrade		\$300.00
Expenses Subtotal			\$7,404.00
ESTIMATED TOTAL			\$47,104.00
Contingency (10%)			\$4,710.40
TOTAL w/ CONTINGENCY			\$51,814.40
<i>Notes</i>			
* Slight premium for winter storm work which requires trucks, additional vehicle maintenance, and cleaning,			

Table 3. Equipment Rental Costs
Proposal for WY2013 winter and summer stream gaging, Denniston and San Vicente Creeks

	Cost/ day	# of days	Cost/ month	# of	Cost/ season	# of	Cost/ year	# of years	Cost
Field Equipment									
Current meter and flow-measuring equipment	\$45		\$150		\$300	1			\$300
SCT or conductivity meter	\$30		\$75		\$200	1			\$200
Dissolved oxygen meter	\$35		\$100		\$250				
Turbidity meter/probe	\$35		\$100		\$250				
Digital camera	\$15		\$45		\$100	1			\$100
Field GPS unit	\$15	1	\$45		\$100				\$15
Electrical water-level indicator ("sounder")	\$25	4	\$75		\$150				\$100
Water-level recorders									
Datalogger with two transducers	\$200		\$800		\$1,800		\$2,200	1	\$2,200
Additional transducers	\$60		\$200		\$500		\$700		
Specific conductance + temperature sensor option	\$50		\$150		\$300		\$400	1	\$400
Solar power option	n/a		n/a		\$150		\$200	1	\$200
Self-contained datalogger for well installation	\$25		\$150		\$250		\$350	8	\$2,800
Samplers									
Hand-held suspended-sediment sampler (DH-48; DH59)	\$45		\$100		\$250	1			\$250
High-flow suspended-sediment sampler (D49, D74)	\$120		\$200		\$400				
Hand-held bedload sampler (Helley-Smith)	\$45		\$100		\$250	1			\$250
High-flow bedload sampler (Helley-Smith)	\$120		\$200		\$400				
Hand-auger soil-sampling array (mud and multiple barrels)	\$30		\$120						
Soft-sediment core sampler	\$40		\$150						
Water quality sampler (DH-81)	\$35		\$100		\$250				
Field filtering equipment	\$15		\$50		\$80				
Surveying equipment									
Level-transit or automatic level, tripod, rod	\$60		\$210						
Total station	\$80		\$280						
Miscellaneous									
Staff plates \$64 ea									
Rain gage for use with water-level datalogger	\$20		\$50		\$150		\$200		
Self-contained datalogging rain gage	\$30		\$100		\$250		\$350		
Cutthroat portable flume	\$35		\$100		\$200				
Other Equipment									
Base Rental Charges									\$6,815
Discount for Regular Agency Client 25%									\$1,363
Total Rental Cost									\$5,452

Notes:

Rates for other equipment or for other rental periods are available (see Balance form 305).

Discounts are sometimes given on projects with extensive instrumentation or for multi-year projects.



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November 7, 2012

Mr. David Dickson, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019-1995

RE: Additional work order request: Refinement of the flow correlation model to estimate a long-term, unimpaired flow record for Denniston and San Vicente Creeks

Dear Mr. Dickson:

Thank you for reaching out to us in regards to the ongoing EIR process for the Coastside County Water District (CCWD) petition for extension of time for permit for diversion on Denniston and San Vicente Creeks, San Mateo County, California. The following scope of work discusses the items that we will use to refine previous analyses conducted for the CFII/WAA in order to provide a more robust estimate of unimpaired flow availability over the long term. Much of this was laid out in more general terms in our September 13, 2012, memo to Benjamin Barker at AES.

Through this scope of work, we plan to address one of the remaining questions of the project, specifically: “How much water is available from San Vicente and Denniston Creeks over the long-term, and is it feasible for CCWD to manage that resource in wet normal and dry years?” We propose to quantify the available water for all years within a 32 year data record (gaged data, and data synthesized using another long-term streamflow record). The daily mean discharge data from the long-term synthesized record will suffice for this level of analysis. Quantifying the “available water” over the long term record will allow us to look at numerous dry and wet periods and compare multiple years with persistent baseflows. Additionally, we can look at the overall long term average availability and estimate the potential storage needs. The CCWD point of diversions on San Vicente and Denniston Creeks will be used as the computational nodes for these analyses.

We envision a deliverable that includes a series of tables:

Table 1: Quantity of available water for WY1980-WY2012 with summary statistics (average annual quantity of water).

Table 2: Quantity of water for different dry, wet, and normal years and years following dry wet and normal years.

Table 3: Summary of optimal diversion scenarios (assuming authorization of optional Task 8).

In addition to the summary of unimpaired flows, we will compile a list of approved diversions (both CCWD diversions and diversions by others, with assistance from CCWD and AES), and compare these

Mr. David Dickson
November 7, 2012
Page 2

diversion totals with the available flows to assess the availability for additional diversions and/or optimize existing diversion schemes¹.

Work Scope

Task 1. Compile existing data

Balance will compile and review various stream gaging records that will be used to develop the correlation model. We have streamflow records for Denniston Creek and San Vicente Creek for late WY2010 and WY2011 (and will have WY2012 assuming authorization to finalize those flow records) that will be the primary calibration points for the model. We will use the long-term correlation to the San Geronimo gaging record (WYs 1980-2011) developed for the CFII/WAAs for Denniston and San Vicente Creeks^{2,3} as the basis for the model, though we'll also confirm that this is still the preferred correlation (as opposed to San Francisquito Creek) following comparison to the WY2012 data (see Task 2). Other nearby records, such as Balance gage on Martini Creek, will also be used to provide additional relevance and credibility to the long-term correlation.

We also plan to use the streamflow records for Pine Creek in Monterey County (WYs 1995-2011; operated by MPWMD), and Apanolio Creek in San Mateo County (WYs 1998-2000; operated by Balance). These records will be used in the Task 3 analysis.

Task 2. Test previous correlations using WY2012 data

The previous correlation model used flows from a two water years (late WY2010 and all of WY2011)⁴. This task will test the previous correlation method using the WY2012 data. The WY2012 data are not yet finalized and this task will require authorization of the work outlined in our separate proposal to complete WY12 monitoring analyses. We will also compare the WY2010-2012 records to the San Francisquito Creek station to test that the San Geronimo station is still the most appropriate to use for the long-term correlation.

Task 3. Refine correlation using flow-persistence trends from other gaging records in the region

Pine Creek (in Monterey County) and Apanolio Creek (in San Mateo County) are primarily granitic watersheds, similar to Denniston and San Vicente Creeks. These stream can also be considered "Montara-type" streams (as described in our 2012 report), in that they exhibit prominent flow persistence following years of significant recharge. We will use these two records (WYs 1995-2011 and WY 1998-2000, respectively) to refine the degree of flow persistence within Denniston and San Vicente Creeks relative to the San Geronimo Creek record, in order to obtain a better long-term correlation. These records will assist in assessing flow correlation factors following two significant recharge years—1995 and 1998—effects that cannot be captured by the limited direct correlation between the Coastside gages and San Geronimo Creek. (While WYs 2010-2012 span a reasonable dry-wet-normal series of years,

¹ This work is included as an optional task in our proposed budget (Task 8).

² Krause, J. K., Hecht, B., Baggett, T., and Donaldson, E. 2011, CFII/WAA Denniston Creek near Princeton-by-the-Sea, San Mateo County California. Report prepared by Balance Hydrologics, dated June 16, 2012, 16p. +Tables and Figures.

³ Krause, J. K., Hecht, B., Baggett, T., and Donaldson, E. 2011, CFII/WAA San Vicente Creek near Moss Beach, San Mateo County California. Report prepared by Balance Hydrologics, dated June 21, 2012, 17p. +Tables and Figures.

⁴ Baggett, T., and Hecht, B., 2011, Bases of flow correlation to incorporate lagged, persistent flows in San Vicente Creek. Memorandum prepared by Balance Hydrologics, dated December 28, 2011, 6p.

Mr. David Dickson
November 7, 2012
Page 3

none were significantly affected by a very-wet year where we would expect substantial 'carry-over' flow from the granitics as a result of high-volume recharge.)

The refined correlation model will help us further define appropriate 'bins' of different year types, such as dry years following very wet years versus dry years following normal years. Alternatively, the 'bins' may be expressed as equations with a variable adjustment factor based on 'years since significant recharge'. Additionally, the refined model will provide a more detailed correlation of the differences in early-season flows, as the wet-up period in 'Montara-type' streams is typically longer than in most other coastal streams.

Correlations will generally be done on a daily basis, given the nature of carryover. We presently envision using a monthly accounting cumulate, as shown on the template generated by AES and reviewed by the CCWD (Attachment 1, subject to revision), because we understand that this will best allow provisions for diversions and instream flows, which may need to be recomputed a number of times over the course of the negotiations.

Task 4. Apply refined flow correlation model using the full 32-year record from San Geronimo Creek

We will apply the refined flow-persistence model, as described above, to the full San Geronimo Creek record, to obtain an estimated 32-year record of daily, unimpaired flows for both Denniston and San Vicente Creek (at the CCWD point-of-diversion). To estimate the amount of error in the correlation model, we will compare the modeled outputs to gaged flow records for both creeks, and potentially to other longer-term records of nearby streams (such as Martini Creek).

Task 5. Estimate sediment transport in San Vicente and Denniston Creeks

We will use our existing rating curves developed during our monitoring efforts at the site to estimate long-term sediment transport for San Vicente and Denniston Creeks, based on the correlated daily flow record from Task 4. This will allow us to quantify changes in the timing of sediment delivery to Fitzgerald Marine Reserve from San Vicente Creek, and allow for a rough estimation of how often Denniston Reservoir will need to be dredged. We recognize that these computations may (or may not) need to be repeated as diversion and instream-flow requirements are added to the model, and have planned to structure the model to make this relatively simple. If these differences are small for the unimpaired flows, they can be re-computed at the 'end' of the adjustments with diversions and instream flows.

Task 6. Summary of unimpaired flow

We will summarize the results of the modeling effort in a series of tables and graphs that show the correlated long-term flow record. We believe that this is best presented as daily unimpaired flows, summarized by month, for various year-types, along with graphs depicting the long-term flow correlation record. We will also include a short memorandum that briefly describes the procedures used to develop the correlation.

Task 7. Project management

This task provides time to help schedule and administer project in a way that best helps you and us regularly track schedule and budget.

Mr. David Dickson
November 7, 2012
Page 4

Task 8. Estimates of diversions by others

We will work with AES and with Tim Frahm to develop realistic and up-to-date summary of actual diversions by others. These will include provisions for diversions *above the "above diversion" gages* of approximately 30 acres of cut flowers on San Vicente, and about 30 acres of brussels sprouts on Denniston. The actual division of work will need to be discussed, and allocated, and entered into the summary tables (See Attachment 1). We believe that much or most of the work can best be done by Ben, Pete and the AES staff, with strong assistance from Tim, and computational help from the three of us.

This scope is contingent on project biologists letting us know start and stop dates for in-stream flow reservations (but not necessarily the amounts) by December 14, 2012 so that they can efficiently be built into the code.

Anticipated Costs and Schedule

Our estimates of staff assignments, level of effort for each task, and total cost are shown in Table 1. Please see Attachment 2 for our estimated project schedule, and list of assistance and information needed from CCWD.

After reviewing the costs, please let us know if they are in line with your expectations. Although we have made out best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates.

Proposed Project Staff

Barry Hecht will be the Principal in charge and act as senior reviewer. In order to best manage the project within our current allotment of wet-season work, Scott Brown will serve as task manager for this work, supported by Eric Donaldson (who serves as the overall project manager). Scott will apply his expertise in granitic watershed hydrology gained from several projects in Santa Lucia Mountain watersheds, where he specifically dealt with flow-persistence and recharge carry-over issues within the Pine Creek and Las Garzas Creek watersheds (small tributaries of the Carmel River).

Registration:

Work will be conducted under active State of California registration, as required under the State's Business and Professional Code, and as applied by the Division of Water Rights.

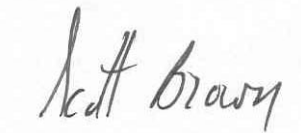
Mr. David Dickson
November 7, 2012
Page 5

Closing

We appreciate the opportunity to continue our work with you within the watersheds and related to the EIR process. Please let us know if you have questions or suggestions, or if your needs and schedule differ from our assumptions, above.

Sincerely,

BALANCE HYDROLOGICS, INC.



Scott Brown, PG
Geomorphologist/Hydrologist



Barry Hecht, CEG, CHg
Senior Principal



Eric Donaldson, M.S.
Hydrologist/Geomorphologist

Enclosure: Table 1. Estimated costs

Table 1. Anticipated Staff Hours by Task
211057 Refinement of streamflow correlation model, Denniston and San Vicente Creeks

Task Number and Description	Sr. Principal	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Specialist	IT Programmer	Sr. Proj Admin	Sr. Report Specialist	Tech Typist	Labor Costs For Task
	Hourly Rate	\$195	\$165	\$145	\$135	\$120	\$110	\$95	\$75	\$95	\$75	\$75	\$75	
	BH		JO	SB	ED									
Task 1. Compile existing data	2		6	10	10						4			\$4,110
Task 2. Test previous correlation equations using WY12 data				4	8									\$1,500
Task 3. Refine correlation using flow-persistence trends from other gaging records in the region	2			22	8									\$4,320
Task 4. Apply refined flow correlation model using the full 32-year record from San Geronimo Creek and quantify model error				6	12									\$2,250
Task 5. Estimate sediment transport in San Vicente and Denniston Creeks				12	4									\$2,100
Task 6. Summary of results	4			12	16						1	2		\$4,545
Task 7. Project management	1			4							2			\$885
Task 8. Diversions by others	1			4	4									\$1,215
Subtotal Hours	10		6	74	62						7	2		
Total Hours	161													
Notes:														TOTAL LABOR \$20,925

Attachment 2: Unimpaired flow analysis of San Vicente and Denniston Creeks, schedule and data needs

<i>Task</i>	<i>Work to complete</i>	<i>Target Date¹</i>
1	Assemble ingredients: Compile existing data	Nov. 21
2,3	Check and refine correlations	Dec. 14
4	Test against San Geronimo, other streams (draft Table 2)	Dec. 28
5,6	Summarize results (draft)	Jan. 15
8	Incorporate diversion analysis by others	Jan. 30

Work to complete	Details	Resp Individual
Task 1: Assemble ingredients		
Update values for 2011, 2012	Precip., WLs. Solve issues re discontinued HMB ppt; bring in Martini, other stations	SB
Gather gaging records	Pine, Apanolio, Martini, Assess 1988 Apanolio (Purcell & Rhodes) for utility	SB
Gather well records	WY2010, 2011, 2012, May-Sept 2009 monthly production Update well water level thru Sept 2012	District ED
Finalize Model Table 1 format	Reach concurrence on output Table 1, with most likely footnotes	BH
Initial choice of POIs	Narrow down to max number feasible, to be subsequently refined after AES finalizes encumbrances and recommendations for instream flows	SB, BH
Informal agreement w/ MWSD	to use Martini data, and related conditions. Can go beyond Nov. 16	District

¹ Assumes authorization at Nov. 13 CCWD board meeting, coupled with some pre-auth work by Balance

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report

Date: November 8, 2012

Subject: Approval of Budget Increase for Denniston Water Treatment Plant Improvements Project Engineering Services During Construction Provided by Kennedy/Jenks Consultants

Recommendation:

Authorize staff to approve an increase in the time-and-materials budget for engineering services during construction provided by Kennedy/Jenks Consultants for the Denniston Water Treatment Plant Improvements Project, in an amount not to exceed \$90,000.

Background:

At the July 12, 2011 meeting, the Board awarded a contract to Kennedy/Jenks Consultants (K/J) for engineering services during construction on the Denniston Water Treatment Plant Improvements Project, for an estimated time-and-materials cost of \$345,795. On February 9, 2012, the Board approved a District-requested contract change order for preparation of an operations and maintenance manual, in the amount of \$37,810, raising the contract total to \$383,605.

Additional change orders subsequently approved under the General Manager's authority in accordance with District policy total \$68,930 and are as follows:

Task	Cost
Design coagulated raw water piping changes	\$4,000
Additional required geotechnical work	\$11,660
Design return water pump station improvements	\$29,000
Preliminary design of treated water booster station	\$24,270

Over the course of project construction, time required for review of contractor submittals and for responding to contractor requests for information (RFI's) has significantly exceeded estimates in K/J's original proposal. As detailed in the attached letter, K/J is requesting that the contract budget be increased by \$90,000.

Staff has evaluated K/J's work on the Denniston project and their request for increased budget in detail and believes that the proposed budget increase is reasonable and justified. This increase would bring the K/J contract total to \$542,535.

Fiscal Impact:

Additional Denniston project cost of \$90,000, to be funded by I-Bank loan proceeds.

Kennedy/Jenks Consultants

Engineers & Scientists

303 Second Street, Suite 300 South
San Francisco, California 94107
415-243-2150
FAX: 415-896-0999

1 November 2012

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

Subject: Denniston Creek Water Treatment Plant Improvements
Engineering Services During Construction and the Updates to the Operations and
Maintenance Manual and the Treated Water Pump Station Preliminary Design
K/J 0868026*06, 0868026*08 and 0868026*09

Dear Mr. Dickson:

Attached is our fifteenth invoice for professional engineering services for the Denniston Creek Water Treatment Plant (DCWTP) Improvements Engineering Services during Construction (ESDC) project for the four-week period beginning 1 October through 26 October 2012 in accordance with our agreement dated 13 July 2011, as amended by the District on 30 September 2011, 24 February 2012, and 12 June 2012.

During this four-week period, we participated in four (4) project progress meetings via conference calls; reviewed and responded to three (3) requests for information (RFIs); and reviewed four (4) shop drawing submittals. During September and October, we also worked on the preliminary design for the new treated water pump station.

The DCWTP Improvements Engineering Services during construction task budgets and invoice amounts are included in the invoice summary table (Attachment A).

The following is a summary of the revised project budget and billings to date:

Revised Budget	\$452,535.00
Invoice this Period	\$ 8,791.18
Previously Invoiced	\$432,938.00
Invoice to Date	<u>\$441,229.18</u> (98%)
Budget Remaining	\$ 10,805.82

Mr. David Dickson
 Coastside County Water District
 1 November 2012
 Page 2

As noted above in the budget summary, approximately 98% of the overall budget has been expended in providing engineering support services during construction of the project. However, as indicated in our invoice summary on page 5, our Shop Drawing Review task has required more effort and budget to date for review of Contractor submittals than originally allocated for this task. The budget effort to date on this task is \$167,531 versus the allocated budget of \$113,740, a difference of \$53,791 in additional shop drawing review time. In addition, based on an assessment of the number of shop drawings that we have approved, the number of shop drawings that have been submitted, require revision and need to be resubmitted, and the number of shop drawings that the Contractor has yet to submit, we estimate that the shop drawing task is actually about 90 percent complete. Therefore, additional budget will be needed for review of remaining Contractor submittals.

Our review of a list of the anticipated shop drawing submittals indicates that we have received and reviewed about 166 submittals and re-submittals through this billing period. This review indicates that an additional 19 shop drawings still will need to be reviewed as indicated in the following lists. The number of both initial submittals and re-submittals has been significantly higher than originally anticipated. The additional labor required to review these original submittals and required resubmittals is estimated to be 80 hours. Based on the average labor cost for shop drawing submittals to date, we estimate that the cost to complete these 19 additional shop drawing reviews will be \$13,600.

Submittal Review Quantities Estimated to Completion of Project

Estimated Original Product Submittals Remaining	Hours
Hydroseed	1
Structural Metal Framing Products	8
Identifying Devices	4
Disinfection Test Plan	4
HVAC Equipment	4
TOTAL	21

Estimated 1st Product Resubmittals Remaining	Hours
Onsite Hypochlorite Generation – O&M Manual	4
Contact Clarifier – O&M Manual	8
TOTAL	12

Estimated 2nd, 3rd and 4th Product Resubmittals Remaining	Hours
Chemical Feed Equipment	2
Aluminum Component Railing System	4
Pipe Supports	4
TOTAL	10

Mr. David Dickson
 Coastside County Water District
 1 November 2012
 Page 3

O&M Manuals	Hours
Regenerative Turbine Pump	1
Chemical Feed Equipment	4
Polymer Blending Unit	4
Sample Pump	1
Decant Transfer Pump	1
HVAC Equipment	2
MCC/Control Panels	8
Instrumentation	8
PLC Programming	8
TOTAL	37

Remaining Submittals	Quality	Hours	Unit Cost	Cost
Total Estimate:	19	80	\$170	\$13,600

The shop drawing review budget will need to be increased by \$53,791 for the additional effort to date plus \$13,600 for review of remaining submittals for a total increase to \$67,391, which is about \$1,046 more than we indicated was anticipated in our fourteenth invoice. We propose that this be accomplished through a combination of reallocating a portion of the existing ESDC budget and a budget augmentation. The following further describes this approach in more detail:

1. The budget allocated to prepare the conformed set of design documents required using only 76 percent of the budget allocated for this task. There is about \$4,970 remaining in the budget for the task to conform the design documents. We suggest reallocating the remaining portion of the budget from the task to prepare conformed design documents to the shop drawing review task. Please let us know if this would be acceptable to the District. Transferring the proposed portion of the available conformed design documents task's budgets would increase the shop drawing review task budget from \$113,740 to \$118,710.
2. For the balance of \$62,421 (\$67,391 less \$4,970), we request a budget augmentation for additional review of Contractor submittals that includes review of equipment Operation and Maintenance Manuals as listed in the table above.

Since we are currently at a point with 99.9 percent of the total engineering services during construction project budget used, we are requesting a budget augmentation of \$62,421 and District permission to reallocate the \$4,970 remaining in the task to conform the design documents to provide adequate budget to complete the remaining shop drawing review work.

We believe that if the District authorizes our requested \$62,421 budget augmentation for the shop drawing review task and also to transfer the \$4,970 remaining in the task to conform the design documents budget to the shop drawing submittal review task, that this would likely provide sufficient budget to cover both the review time to date and provide sufficient funds to complete the remaining anticipated shop drawing review work.

Mr. David Dickson
Coastside County Water District
1 November 2012
Page 4

The combined \$67,391 task budget re-allocation/augmentation would increase the shop drawing review task budget from \$113,740 to \$181,131. This increase in the shop drawing review task budget would include the additional review time to date reviewing Contractor submittals (\$53,791) plus the estimated cost to review the anticipated remaining shop drawing review submittals (\$13,600).

Please let us know if both our request for a \$62,421 shop drawing review task budget augmentation and also transferring the remaining budget (\$4,970) in the task to conform the design documents, that we believe is available to transfer to the shop drawing review task budget is acceptable to the District.

Based on the Contractor's current planned 30-day start up period beginning in December, we anticipate that the remaining budget in our combined project management and construction meetings tasks will be adequate to permit providing the additional 5 months of engineering services during construction. As of our current invoice, 112 percent of the budget to respond to RFIs has been expended. Based on our experience during prior projects, we anticipate that the level of RFIs will remain relatively constant for the remaining 1.5 to 2 months of construction. Therefore, we request that the District increase our RFI task budget by \$25,000, to increase the RFI task budget from \$96,975 to \$121,975. This will increase our RFI task budget to the amount that we originally requested based on our expectation that the Contractor would require 16 months to complete the DCWTP Improvements project. Our total requested budgetary increase for both the shop drawing review and RFI tasks is \$87,421.

In addition, based on the our out of scope response efforts to revise portions of the District's May 2009 O&M Manual and to incorporate word processing improvements to the District's original O&M Manual formatting, we request that the District provide a budget augmentation of \$2,500 to permit completing the remaining O&M Manual text revisions.

Our current total budget augmentation request is \$90,000 for both the ESDC and O&M Manual projects. This is our one and only budget augmentation request.

We continue to enjoy working with District staff on this important project and look forward to continue serving the District. Please contact Joel Faller or me with any questions on the enclosed invoices or the work completed during this billing period.

Very truly yours,

KENNEDY/JENKS CONSULTANTS



Craig M. Thompson, P.E., BCEE
Project Manager

Enclosures

Attachment A

**Denniston Creek WTP Improvements ESDC– Invoice Summary
Invoice for Engineering Services during Construction**

Task	Description	Current Budget Allocation	Current Invoice	Previously Invoiced	Total Invoiced to Date	Total Invoiced (%)
1	Project Management, Meetings, and QA/QC	\$39,525	\$2,690.00	\$35,869.75	\$38,559.75	98%
2	Prepare Conformed Design Documents	\$20,470	\$0.00	\$15,500.72	\$15,500.72	76%
3	Construction Meetings and Conference Calls	\$31,495	\$1,333.75	\$20,324.75	\$21,658.50	69%
4	Respond to Request for Information	\$96,975	\$870.00	\$107,847.50	\$108,717.50	112%
5	Shop Drawing Submittal Review	\$113,740	\$1,726.25	\$165,804.60	\$167,530.85	147%
6	Special and Final Inspections	\$33,220	\$351.18	\$8,165.68	\$8,516.86	26%
7	Prepare Record Drawings	\$14,675	\$0.00	\$0.00	\$0.00	0%
8	Start-up Support	\$11,155	\$1,320.00	\$0.00	\$1,320.00	12%
9	Design Modifications to CRW pipeline	\$3,200	\$0.00	\$4,822.50	\$4,822.50	151%
10	Design RWPS Improvements	\$26,000	\$0.00	\$23,443.75	\$23,443.75	90%
11	DCWTP O&M Manual	\$37,810	\$0.00	\$37,808.25	\$37,808.25	100%
12	Treated Water Pump Station Preliminary Design	\$24,270	\$500.00	\$13,350.50	\$13,850.50	55%
Total for Tasks 1-12		\$452,535	\$8,791.18	\$432,938.00	\$441,729.18	98%

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report

Date: November 6, 2012

Subject: Year-to-Date Financial Review

Recommendation:

Information only.

Background:

Comparison of October 31 year-to-date revenue and expenses versus budget (attached) shows that the District's finances are essentially on plan:

Revenue

- Water revenue is \$289,000 (11%) ahead of budget due to increased water use.
- Non-operating revenue is \$81,000 below budget due to a refund issued to Cabrillo Unified School District for a metering error.
- Total year-to-date revenue is \$208,000 (7.5%) ahead of plan.

Expenses

- Total year-to-date operating expenses are \$123,000 (5%) less than planned.
- SFPUC water purchase costs are \$72,000 (7%) over plan due to higher water use and delayed startup of the Denniston plant.
- Pumping expenses are higher due to higher water use and greater reliance on the Crystal Springs source.
- Year-to-date maintenance and motor vehicle expenses are higher due to timing of certain expenses and the cost of modifying the utility truck to comply with new diesel emission standards.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Oct-12

ACCOUNT	DESCRIPTION	CASH BASIS YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	2,971,054	2,681,685	289,369	10.8%
TOTAL OPERATING REVENUE		2,971,054	2,681,685	289,369	10.8%
NON-OPERATING REVENUE					
1-0-4170-00	Water Taken From Hydrants	11,904	8,333	3,571	42.8%
1-0-4180-00	Late Notice -10% Penalty	27,606	16,668	10,938	65.6%
1-0-4230-00	Service Connections	1,733	2,667	(934)	(35.0%)
1-0-4920-00	Interest Earned	1,767	1,770	(3)	(0.2%)
1-0-4930-00	Tax Apportionments/Cnty Checks	18,088	15,000	3,088	20.6%
1-0-4950-00	Miscellaneous Income	16,951	12,333	4,618	37.4%
1-0-4955-00	Cell Site Lease Income	39,992	39,175	817	2.1%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%
1-0-4990-00	Water Sales Refunded	(103,377)	0	(103,377)	0.0%
TOTAL NON-OPERATING REVENUE		14,663	95,946	(81,283)	-84.7%
TOTAL REVENUES		2,985,717	2,777,631	208,086	7.5%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	923,622	995,519	71,897	7.2%
1-1-5230-00	Pump Exp, Nunes T P	9,884	7,955	(1,929)	(24.2%)
1-1-5231-00	Pump Exp, CSP Pump Station	144,836	130,440	(14,396)	(11.0%)
1-1-5232-00	Pump Exp, Trans. & Dist.	5,857	3,759	(2,098)	(55.8%)
1-1-5233-00	Pump Exp, Pilarcitos Can.	947	559	(388)	(69.4%)
1-1-5234-00	Pump Exp. Denniston Proj.	2,299	18,838	16,539	87.8%
1-1-5235-00	Denniston T.P. Operations	642	5,064	4,422	87.3%
1-1-5236-00	Denniston T.P. Maintenance	10,061	12,000	1,939	16.2%
1-1-5240-00	Nunes T P Operations	33,336	37,733	4,397	11.7%
1-1-5241-00	Nunes T P Maintenance	21,941	13,333	(8,608)	(64.6%)
1-1-5242-00	CSP Pump Station Operations	3,275	2,832	(443)	(15.6%)
1-1-5243-00	CSP Pump Station Maintenance	18,953	13,332	(5,621)	(42.2%)
1-1-5250-00	Laboratory Services	6,944	16,427	9,483	57.7%
1-1-5318-00	Studies/Surveys/Consulting	0	22,666	22,666	100.0%
1-1-5321-00	Water Conservation	9,069	24,732	15,663	63.3%
1-1-5322-00	Community Outreach	1,797	11,732	9,935	84.7%
1-1-5411-00	Salaries & Wages -Field	361,609	341,072	(20,537)	(6.0%)

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Oct-12

ACCOUNT	DESCRIPTION	CASH BASIS YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5412-00	Maintenance -General	86,241	54,600	(31,641)	(58.0%)
1-1-5414-00	Motor Vehicle Expense	38,405	14,880	(23,525)	(158.1%)
1-1-5415-00	Maintenance -Well Fields	0	2,000	2,000	100.0%
1-1-5610-00	Salaries/Wages-Administration	246,037	229,404	(16,632)	(7.3%)
1-1-5620-00	Office Supplies & Expense	36,121	43,540	7,419	17.0%
1-1-5621-00	Computer Services	11,793	25,000	13,207	52.8%
1-1-5625-00	Meetings / Training / Seminars	4,266	6,667	2,401	36.0%
1-1-5630-00	Insurance	40,335	50,000	9,665	19.3%
1-1-5635-00	EE/Ret. Medical Insurance	116,702	150,627	33,926	22.5%
1-1-5640-00	Employees Retirement Plan	170,099	168,428	(1,671)	(1.0%)
1-1-5645-00	SIP 401K Plan	0	0	0	0.0%
1-1-5681-00	Legal	15,813	20,000	4,187	20.9%
1-1-5682-00	Engineering	1,369	4,667	3,298	70.7%
1-1-5683-00	Financial Services	0	8,500	8,500	0.0%
1-1-5684-00	Payroll Tax Expense	42,354	40,800	(1,554)	(3.8%)
1-1-5687-00	Membership, Dues, Subscript.	16,730	21,467	4,737	22.1%
1-1-5688-00	Election Expenses	0	0	0	0.0%
1-1-5689-00	Labor Relations	0	2,000	2,000	100.0%
1-1-5700-00	San Mateo County Fees	8,708	2,950	(5,758)	0.0%
1-1-5705-00	State Fees	5,761	15,000	9,239	0.0%
TOTAL OPERATING EXPENSES		2,395,805	2,518,523	122,718	4.9%
NET OPERATING INCOME		589,911.35	259,107.74	330,803.61	127.7%
CAPITAL ACCOUNTS					
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	258,383	258,383	1	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	337,929	337,429	(500)	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	261,437	261,437	0	0.0%
TOTAL CAPITAL ACCOUNTS		857,749	857,249	(500)	-0.1%
TOTAL EXPENSES		3,253,554	3,375,772	122,218	3.6%
NET INCOME		(267,837.24)			

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report Date: November 6, 2012

Subject: Participation in BAWSCA's Bond Issuance to Prepay Capital Debt Owed to San Francisco

Recommendation:

Staff recommends that the Board adopt Resolution 2012-09, a Resolution Authorizing the Making of a Prepayment Under a Water Supply Agreement with the City and County of San Francisco and Related Matters.

Background:

Coastside County Water District (CCWD) contracts with the City and County of San Francisco to purchase water pursuant to a Water Supply Agreement, dated July 2009 (WSA). Coastside County Water District is also a member of the Bay Area Water Supply and Conservation Agency (BAWSCA), which represents the interests of all the 24 cities and water districts, and two private utilities, that purchase water wholesale from the San Francisco regional water system. The WSA provides that the Wholesale Customers, acting through BAWSCA, may prepay capital debt payments due to San Francisco on existing regional assets. The debt outstanding is approximately \$367 million, carrying a fixed interest rate of 5.13% over 25 years.

Since Fall 2011, BAWSCA and its advisors have been exploring the possibility of a potential bond issuance to prepay the capital debt in order to lower the effective interest rate and save BAWSCA members money. In August 2012, the BAWSCA's Financing Team (experienced financial managers and staff from KNN, Orrick, Hanson Bridgett and BAWSCA) concluded that it is feasible to issue bonds and achieve savings.

It will not be necessary to amend the WSA between CCWD and San Francisco. However, each Prepayment Participant has been asked to adopt a Participant Resolution. The purpose of the Participant Resolution is to document that the agency is electing to participate in the prepayment and to direct agency staff to assist BAWSCA in completing the issuance of bonds.

STAFF REPORT**Agenda:** November 13, 2012**Subject:** Participation in BAWSCA's Bond Issuance to Prepay Capital Debt Owed to San Francisco**Page Two**

The following is what BAWSCA currently anticipates for a bond structure, although the final structure will be a function of market conditions, rating considerations and actions by the BAWSCA Board of Directors. Net savings per participant can only be estimated since actual savings will be dependent on (1) market conditions at the time the bonds are sold and (2) the actual share of purchases each agency makes in every year when surcharges are collected.

Anticipated Bond Structure

		In Millions
Bond Proceeds	Total Par Amount	\$348.2
	Premium	\$34.8
	Total Proceeds	\$383.0
Prepayment Funds	Tax-Exempt Proceeds	\$284.0
	Taxable Proceeds	\$83.7
	Total Proceeds	\$367.7
Cost of Issuance	Cost of Issuance (From Bond Proceeds)	\$2.2
Reserves	Stabilization Fund (From Bond Proceeds)	\$13.1
Savings	PV Savings for All Members over Bond term	\$20.0 - \$34.0
	Avg Annual Savings for All Members	\$1.0 - 2.1
Term	Term of Bonds	21.5 Years

Note: \$34 million present value savings is based on rates as of September 25, 2012. Assumes stabilization fund equal to 50% of maximum annual debt service and a 1.00% earnings rate on that fund.

STAFF REPORT

Agenda: November 13, 2012

Subject: Participation in BAWSCA's Bond Issuance to Prepay Capital Debt Owed to San Francisco

Page Three

Following the debt prepayment, SFPUC will reduce the wholesale water rate by the amount formerly allocated to servicing the debt. BAWSCA will collect the money necessary for bond debt service through a surcharge to be collected from each member by SFPUC. The water purchase surcharges will be forwarded to a bond trustee that will use this revenue to pay debt service on the bonds. The bonds will be secured solely by the water purchase surcharges and a stabilization fund initially funded with bond proceeds, and not by the water enterprise revenues of BAWSCA members or SFPUC.

BAWSCA bonds will not be debt obligations of any member agency, and BAWSCA's failure to pay its bonds will not constitute a default by any member agency. Should any member fail to pay its water purchase surcharge, BAWSCA will rely on the stabilization fund that will serve as a debt service reserve fund and be used to make debt service payments in the year of the shortfall, and will collect the shortfall in the subsequent year from members by adjusting the water purchase surcharge. BAWSCA and the SFPUC will be required to pursue legal remedies against the defaulting member to enforce their obligation to pay water purchase surcharges.

Fiscal Impact:

Based on the current bond structure and the current market conditions, the bond transaction could generate between \$20 million and \$34 million in present value savings for all participants, or approximately 6% to 9% of the outstanding capital recovery amount of \$367 million, as of December 30, 2012, assuming full participation. For Coastside County Water District, the present value savings estimate is \$228,131 to \$387,822 over the bond term of 21.5 years. The actual savings will depend on a number of factors, including the District's water purchases.

RESOLUTION NO. 2012-09

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
AUTHORIZING THE MAKING OF A PREPAYMENT UNDER
A WATER SUPPLY AGREEMENT WITH THE
CITY AND COUNTY OF SAN FRANCISCO AND RELATED MATTERS**

WHEREAS, the City and County of San Francisco ("San Francisco") and wholesale water customers of San Francisco in Alameda County, San Mateo County and Santa Clara County (the "Wholesale Customers"), including the Coastside County Water District (the "District"), have entered into a Water Supply Agreement, dated July 2009 (the "WSA"), providing for the sale of water by San Francisco to the Wholesale Customers;

WHEREAS, the District and other Wholesale Customers are members of the Bay Area Water Supply and Conservation Agency ("BAWSCA");

WHEREAS, pursuant to the terms of the WSA, the cost of water paid by the Wholesale Customers (including the District) includes a component designed to provide San Francisco capital cost recovery for existing regional assets ("ERA Payments");

WHEREAS, the WSA provides that the Wholesale Customers, acting through BAWSCA, may prepay the remaining principal balance of the ERA Payments, in whole or in part;

WHEREAS, substantial savings over the term of the WSA may be achievable through the prepayment through BAWSCA (the "Prepayment") of the ERA Payments to be made by Wholesale Customers participating in such Prepayment (the "Prepayment Participants");

WHEREAS, BAWSCA proposes to finance the Prepayment through an issuance of revenue bonds (the "Bonds") by BAWSCA;

WHEREAS, to pay debt service on the Bonds, to maintain required reserves and to satisfy BAWSCA's other obligations related to the Bonds, BAWSCA will impose charges on Prepayment Participants, which may be in the form of surcharges on water sold by San Francisco to Prepayment Participants under the WSA (the "Surcharge");

WHEREAS, the Surcharge is expected to be payable by the Prepayment Participants to San Francisco (for delivery to BAWSCA) together with the Prepayment Participants' other payments to San Francisco under the WSA;

WHEREAS, the issuance of the Bonds and the making of the Prepayment are subject to a variety of conditions, including a determination by BAWSCA that savings for Prepayment Participants can be achieved thereby;

WHEREAS, this Board of Directors has determined that it is in the best interests of the District for the District to be a Prepayment Participant;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

Section 1. The District hereby elects to be a Prepayment Participant and hereby authorizes BAWSCA to make the Prepayment on behalf of the District.

Section 2. The General Manager of the District, acting individually, is hereby authorized and directed to take, for and on behalf of the District, all such actions by the District as shall be necessary to enable BAWSCA to issue and sell the Bonds and make the Prepayment, including, without limitation, the following:

(A) Certify that the Prepayment has been duly authorized by the District and will not violate any law or agreement (including agreements respecting obligations providing for the issuance of debt secured by the revenues of the District's water enterprise);

(B) Certify that payment of the Surcharge by the District will constitute an operation and maintenance expense of the District's water enterprise payable from the revenues of the District's water enterprise prior to the payment of obligations payable from the net revenues of the District's water enterprise;

(C) Certify that any information respecting the District and the District's water enterprise and the financial and operating data respecting the District's water enterprise included or incorporated by reference in the Official Statement delivered by BAWSCA in connection with the sale and issuance of the Bonds is true and correct; and

(D) Execute and deliver any continuing disclosure undertaking, or agreement to assist BAWSCA in connection with any BAWSCA continuing disclosure undertaking, required in connection with the sale of the Bonds.

Section 3. All actions heretofore taken by any officers, employees, or agents of the District with respect to the Prepayment and the Bonds are hereby approved, confirmed and ratified; and the General Manager and any such other officers, employees, or agents of the District as may be authorized by the General Manager are hereby authorized and directed, for and in the name of and on behalf of the District, to do any and all things and take any and all actions, which they, or any of them, may deem necessary or desirable to carry out, give effect to and comply with the terms and intent of this Resolution.

Section 4. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Directors of the Coastside County District on this ____ day of _____, 2012, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

ATTEST:

David R. Dickson, Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report

Date: November 7, 2012

Subject: Potential Amendment to Code of Conduct Regarding Compensation and Expense Reimbursement for Board Members and Approval of Attendance at Conferences, Meetings, and Events of Other Organizations

Recommendation:

Consider whether the District's Code of Conduct should be amended to change the activities for which Board Member compensation/reimbursement is pre-approved.

Background:

Section XII of the District's Resolution 2004-06 - Adopting Code of Conduct (Attachment A) establishes policies for compensation and expense reimbursement for Directors attending meetings, conferences, and other events. Section XII.a, revised by Resolution 2006-19 (Attachment B), specifies that Directors will receive compensation and expense reimbursement for noticed District Board and committee meetings and for attending meetings of other organizations as the appointed representative of the District. For meetings or conferences a Director attends where the Director is not the appointed representative, the Code of Conduct specifies that compensation and expense reimbursement must be authorized in advance or subsequently ratified by the Board. Note that Section XII.b.i of the Code of Conduct states as a principle guiding expense reimbursement that "Each member of the Board of Directors is encouraged to participate in those outside activities that in the judgment of the Board further the interests of the District."

In order to further the District's goal of encouraging Board members to participate in external organizations, the Board may wish to consider appointing representatives to additional organizations (e.g. American Water Works Association), or identifying activities for which compensation and expense reimbursement is pre-approved (e.g. Water Education Foundation tours).

Currently identified external organizations and representatives are:

- Association of California Water Agencies (ACWA) – Director Reynolds
- ACWA Joint Powers Insurance Authority – Director Reynolds
- California Special District Association – Director Feldman
- Bay Area Water Supply and Conservation Agency (compensation for BAWSCA meetings is paid for by BAWSCA) – Director Coverdell

Fiscal Impact:

Potential additional costs for Director compensation and reimbursement.

- b. A Board member will not directly or indirectly use or attempt to use the authority or influence of his or her position for the purpose of intimidating, threatening, coercing, commanding or influencing any other person for the purpose of preventing such person from acting in good faith to report or otherwise bring to the attention of the General Manager or the Board any information that, if true, would constitute: a work-related violation by a Board member or District employee of any law or regulation, gross waste of District funds, gross abuse of authority, a specified and substantial danger to public health or safety due to an act or omission of a District official or employee, use of a District office or position or of District resources for personal gain, or a conflict of interest of a District Board member or District employee.
- c. A Board member will not use or threaten to use any official authority or influence to effect any action as a reprisal against a District Board member or District employee who reports or otherwise brings to the attention of the General Manager any information regarding the subjects described in this section. (Labor Code Section 1102.5 and following; Government Code Sections 53298 and 53298.5.)

XI. Compliance With The Brown Act.

- a. The members of the Board of Directors, and persons elected but who have not yet assumed office as members of the Board, will fully comply with the provisions of the State's open meeting law for public agencies (the Brown Act). (Government Code Sections 54950 and following, and 54952.1 and 54959.)

XII. Directors' Compensation and Expense Reimbursement.

The members of the Board of Directors will fully comply with the provisions of the Board's "Policy on Directors' Compensation and Expense Reimbursement" as set forth in this section.

- ~~a. Compensation for Attendance at Conferences and Meetings. Each member of the Board is authorized to receive compensation in the amount of One Hundred Dollars (\$100.00) per meeting for attendance at regular or special meetings of the Board and for other service rendered as a director at the request of the Board, subject to a maximum of \$100 per day and \$400 per calendar month. Attendance at meetings of (a) the Association of California Water Agencies/Joint Powers Insurance Authority Board; (b) the San Mateo County Chapter of the California Special Districts Association; and (c) the San Mateo City-County Association of Governments and committees thereof, by the member of this Board~~

Section XII.a
replaced by
Res. 2006-19

~~appointed as a representative to such organizations (or his or her alternate) is service rendered at the request of the Board and shall be compensated. All activities other than meetings of the Board, the ACWA/JPIA Board, the San Mateo County Chapter of CSDA, or the CCAG must be approved by the Board in advance and compensation specifically authorized, in order to be considered service rendered at the request of the Board, except for emergency meetings as defined below. Attendance at meetings of special or standing committees of the Board does not constitute service rendered at the request of the Board and is not compensable unless the Board specifically directs otherwise in advance of a particular committee meeting. Such compensation will be provided in addition to any reasonable and necessary reimbursement for meals, lodging and travel expenses incurred in attending any conference, meeting or approved event. Compensation will be paid only if the Board member submits a written form that sets forth the date, location and District purpose of the meeting for which compensation is requested. Each member of the Board shall be reimbursed for travel, lodging and meal expenses incurred in the performance of service rendered at the request of the Board, other than attending meetings of the Board. All activities for which expense reimbursement is sought must be approved in advance by the Board, except for categories (a) through (c), above, and emergency meetings. Reimbursement is contingent upon submission of appropriate documentation to the General Manager, and shall furthermore be in accordance with the guidelines set forth herein.~~

Section XII.a
replaced by
Res. 2006-19

b. Directors' Expenses.

- i. General Principles. Each member of the Board of Directors is encouraged to participate in those outside activities and organizations that in the judgment of the Board further the interests of the District. Expenses incurred by Board members in connection with such activities are reimbursable, where authorized in advance or subsequently ratified by the Board. The following rules apply:
 1. All expenses must be reasonable and necessary, and Directors are encouraged to exercise prudence in all expenditures.
 2. This policy is intended to result in no personal gain or loss to a Director.

3. Reimbursement will be made only for expenses that qualify as reimbursable expenses under an Internal Revenue Service Accountable Plan.
4. The most-economical mode and class of transportation reasonably consistent with scheduling requirements will be used. In the event a more-expensive class of transportation is used, the reimbursable amount will be limited to the cost of the most-economical class of transportation available. The method of transportation to activities within 100 miles of the District office shall be by automobile. Reimbursement for use of personal vehicles will be at the applicable IRS-approved rate.
5. Expenditures for food and lodging will be moderate and reasonable. An IRS Accountable Plan allows payment of fixed amounts to cover the daily cost of meals and lodging (depending on the city in which the meeting is held) as an alternative to reimbursing for the actual amount of the expenditure.
6. Upon incurring these expenses, Directors may submit a request for reimbursement, accompanied by evidence of payment of such expenses or receipts for all amounts, consistent with the requirements of an IRS Accountable Plan.
7. All requests for reimbursement will be submitted to the District's Board (or its designee) within a time period specified by the Board after the expenses were incurred or expenditures made. Requests for reimbursement will be submitted, where possible, on forms provided by the District, and will (1) state the District-related purpose for the expenditure, and (2) be accompanied by receipts evidencing each expense or other documentation deemed satisfactory by the Board or its designee, consistent with the requirements of an IRS Accountable Plan. Expenditures that are improper or otherwise not properly accounted for, or not consistent with the prohibition against gifts of public funds set forth in the California Constitution, will not be reimbursed or accepted by the District. Where such improper expenses have been paid by the District, they will

be promptly refunded to the District or deducted from monies otherwise due a Director.

8. To implement the reporting requirements of Government Code Section 53065.5, the District will prepare a list of the amount and purpose of each expense reimbursement made to each Director for the preceding fiscal year, which will be available to the public.
 9. Officials will be reimbursed for actual telephone and fax expenses incurred on district business. Telephone bills should identify which calls were made on district business. For cellular calls, when the district official has a particular number of minutes included in the official's plan, the official can identify the percentage of calls made on public business.
 10. Long-term parking should be used for travel exceeding 24-hours.
- ii. Emergency Provisions. Notwithstanding the foregoing rules, if an emergency arises and a Board member is required to incur travel, lodging or other expenses to engage in District business, a Board member may incur such expenses upon the approval of the President of the Board or, if the President is unavailable, the Vice President. Such approval will be subject to the ratification of the full Board at the next regularly scheduled Board meeting. An "emergency" shall constitute a meeting, hearing, event or function (1) at which a Board member's attendance or participation is deemed essential to further the interests of the District, and (2) which takes place prior to the next regularly scheduled Board meeting.
- iii. Travel / Transportation Expenses. The most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements must be used, using the most direct and time-efficient route. Directors will be reimbursed for expenses, incurred in traveling to and from conferences, meetings and other events that are attended on behalf of the District in their capacity as Directors. Travel expenses will include round-trip airfare, actual reasonable expenses for ground transportation to and from airports and hotels, car rental,

and or mileage reimbursement (at the maximum allowable per mile rate established from time to time by the IRS) for use by Directors of privately-owned vehicles in the conduct of District business.

- iv. Overnight Accommodations. No reimbursement claim or request for overnight accommodations will be approved for expenses incurred within the District's service area, except upon approval of the Board. Reasonable accommodation expenses (or at the daily rate as specified pursuant to an IRS Accountable Plan) will be reimbursed only for authorized personnel, and such expenses will not be reimbursed for guests or family members of the authorized personnel. Where reasonably possible, accommodations will be obtained in proximity to the conference or meeting site.
- v. Meal Expenses. Directors will be entitled to receive reimbursement for the reasonable cost of meals, including tips, or at the daily rate as specified pursuant to an IRS Accountable Plan.
- vi. Use of District Credit Cards. While it is discouraged, if a Board authorizes Board members to be supplied with a credit card issued in the District's name, it is to be used only for District business. Credit card expenses must be reasonable and necessary to the furtherance of District business. Each credit card statement will be periodically reviewed by the Board or its designee. (Water Code Sections 20200 and following; Government Code Section 53065.5.)
- vii. Telephone/Fax/Cellular. Officials will be reimbursed for actual telephone and fax expenses incurred on city/county/district business. Telephone bills should identify which calls were made on city/county/district business. For cellular calls when the official has a particular number of minutes included in the official's plan, the official can identify the percentage of calls made on public business.
- viii. Airport Parking. Long-term parking should be used for travel exceeding 24-hours.
- ix. Reports to Governing Board. At the following district governing body meeting, each official shall briefly report

on meetings attended at District expense. If multiple officials attended, a joint report may be made.

- x. In connection with all issues arising out of compensation and expenses, it is appropriate that elected directors pose this series of questions.
- Does the law allow me to use public resources in this manner?
 - How does this particular expenditure benefit the public's interest as opposed to my own personal interest?
 - Is my motivation for an expense a desire to personally curry favor with the would-be beneficiary of an expense?
 - How would I feel if a particular expenditure were reported in the local newspaper? How about a political hit piece?
 - How would my next-door neighbor feel about my spending his or her tax dollars this way? Would he or she feel resentful?
 - Am I making a spending decision out of a sense of reward or entitlement?

Questions Source: Institute of Local Self Government

XIII. Changes In Compensation.

Changes in the compensation of Board members will require the approval of the Board during an open meeting of the Board held at least 60 days prior to the effective date of the change. (Water Code Sections 20200 and following.)

XIV. Candidate's Statement.

Board member will not include false or misleading information in a candidate's statement for a general District election filed pursuant to Section 13307 of the Elections Code. (Elections Code Section 13313.)

XV. Violation of Ethics Policy.

A perceived violation of this policy by a Board member should be referred to the President of the Board or the full Board of Directors for investigation, and consideration of any appropriate action warranted. A violation of this policy may be addressed by the use of such remedies as are available by law to the District, including but not limited to: (a) adoption of a resolution expressing disapproval of the conduct of the Board member who has violated this policy, (b) injunctive

RESOLUTION NO 2006-19

AMENDING SECTION 12(a) OF THE CODE OF CONDUCT
PERTAINING TO BOARD MEMBER COMPENSATION

COASTSIDE COUNTY WATER DISTRICT

BE IT RESOLVED by the Board of Directors of the Coastsides County Water District that subsection (a) of Section XII of the Code of Conduct, adopted by the Board of Directors on April 13, 2004 as Resolution No. 2004-06 is hereby amended to read as follows:

- a. “Compensation for Attendance at Conferences and Meetings.
Each member of the Board is authorized to receive compensation in the amount established by ordinance adopted by the Board of Directors in accordance with California Water Code section 20200, et seq., for attendance at regular or special meetings of the Board and committees thereof that are duly noticed in accordance with the requirements of the Ralph M. Brown Act (Cal. Govt. Code §54950, et seq.), and for other services rendered as a director for which a member’s compensation has been approved in advance by the Board. Attendance by a member of this Board (or the member’s alternate) appointed as a representative to joint powers authorities or other organizations of which the District is a member, such as ACWA, the San Mateo County Chapter of the California Special Districts Association and the San Mateo City-County Association of Governments, and committees thereof, is service rendered at the request of the Board and shall be compensated, unless the Board member receives compensation for attendance directly from the agency or organization. Such compensation will be provided in addition to any reasonable and necessary reimbursement for meals, lodging and travel expenses incurred in attending any conference, meeting or approved event. Compensation will be paid only if the Board member submits a written form that sets forth the date, location and District purpose of the meeting for which compensation is requested. Each member of the Board shall be reimbursed for travel, lodging and meal expenses incurred in the performance of service rendered at the request of the Board, other than attending meetings of the Board. All activities for which expense reimbursement is sought must be approved in advance by the Board, except for categories (a) through (c), above, and emergency meetings. Reimbursement is contingent upon submission of appropriate documentation to the General Manager, and shall furthermore be in accordance with the guidelines set forth herein.

Resolution No. 2006-19
Page 2 of 2

BE IT RESOLVED FURTHER that General Manager is directed to incorporate the foregoing amendment to the Code of Conduct into the District's Policies and Procedures Manual.

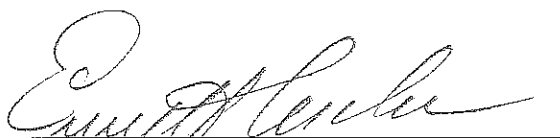
BE IT RESOLVED FURTHER that this amendment shall be effective concurrently with Ordinance No. 2006-01, pertaining to Board member compensation.

PASSED AND ADOPTED this 10th day of October, 2006, by the following vote of the Board of Directors:

AYES: Larimer, Mickelsen, Feldman, Ascher

NOES:

ABSENT: Coverdell



Everett Ascher
President, Board of Directors
Coastside County Water District

ATTEST:


Secretary of the Board of Directors

ORDINANCE NO. 2006-01

BOARD MEMBER COMPENSATION

COASTSIDE COUNTY WATER DISTRICT

BE IT ORDAINED by the Board of Directors of the Coastsides County Water District as follows:

SECTION 1. BOARD MEMBER COMPENSATION. Subject to Section XII of the Code of Conduct, each Board member shall receive compensation in the amount of \$150.00 per meeting for attendance at regular or special meetings of the Board and committees thereof that are duly noticed in accordance with the requirements of the Ralph M. Brown Act (Cal. Govt. Code §54950, et seq.), and for other service rendered as a director at the request of the Board, subject to a maximum of \$150.00 per day and \$600.00 per calendar month.


SECTION 2. EFFECTIVE DATE. This ordinance shall be in full force and effect sixty (60) days from the date of its adoption.

PASSED AND ADOPTED this 10th day of October, 2006, by the following vote of the Board of Directors:

AYES:

NOES:

ABSENT:



Everett Ascher
President, Board of Directors
Coastside County Water District

ATTEST:



Secretary of the Board of Directors

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: November 13, 2012

Report Date: November 8, 2012

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. Stone Dam Pipeline Emergency Interim Replacement Project

We anticipate that the San Francisco Public Utilities Commission will approve the permit for our pipeline project on November 13 and that we will be able to begin construction on SFPUC lands on November 15. District and contractor crews working on District property in Pilarcitos Canyon have connected the lower end of the pipe to the District's existing system and have completed about 500 feet of pipeline to the SFPUC property line.

2. Personnel Changes

Sean Donovan has been promoted to Treatment Supervisor, the position formerly held by Steve Twitchell. Don Patterson has been promoted to the Senior Operator position.

3. Restore Hetch Hetchy Initiative

The Restore Hetch Hetchy initiative was soundly rejected, with 77% of voters opposing the measure.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: November 13, 2012

Report

Date: November 6, 2012

Monthly Highlights

Personnel Changes

Sean Donovan has accepted the position of Treatment Supervisor. We will be interviewing for his replacement in-house in November.

Denniston Dredging and Related Activities

We successfully completed our 4th annual dredging in October. In addition, we repaired the leaking lower Denniston inlet piping and installed a new intake screen.

Stone Dam Pipeline Temporary Pipeline Project

Materials are purchased and we are awaiting approval from San Francisco Public Utility Commission (SFPUC) to commence with this project.

Source of Supply

Crystal Springs Reservoir was the source of supply in October.

Systems Improvement

Beautification

- General housekeeping and weed abatement
- Cleaned up flowerbeds in the back of the office and installed decorative rock where the shrubs were removed for the downspout installation.

El Granada Tank 2 Pump Station

The pump station was equipped with new piping and valves in anticipation for the installation of a new pump as part of the El Granada Highlands pump station improvements.

Office Building

New downspouts were installed on the main office to facilitate better drainage and slow down further deterioration of the eaves.

Fire Hydrants

Crews repaired or maintained 10 fire hydrants in October and responded to 14 calls for Underground Service Alert (USA) identification.

Update on Other Activities:

Personnel Changes

Sean Donovan was promoted to the position of Treatment Supervisor, effective 29 October 2012. The Senior Treatment Operator position was opened up for internal promotion. We will be interviewing candidates on 7 November. We have also interviewed former temporary worker Dustin Jahns for the entry level Maintenance Worker position once it opens up.

Denniston Dredging and Related Activities

Our 4th annual dredging went very well under the insightful guidance of biologist Jim Steele. Crews were able to repair a large break in the lower intake pipe as well as to install a new intake screen while the reservoir was drained. In addition, we positioned a large cypress log along the south bank of the reservoir to act as a safe sunning spot for turtles and to gain further good graces from the Department of Fish and Game (DF&G). Mr. Steele submitted his report on 15 October which I forwarded to the DF&G.

Crystal Springs Motor Oil Leak

Crystal Springs Motor P-1 was recently returned and installed after Pump Repair had taken it to their shop to track down an oil leak. They found a worn thrust bearing, replaced it, tested it on their bench tester for 6 hours and re-installed it in October satisfied that the leak was repaired. After a few days in service, we found that the unit started to leak again. Once demand is low and we are back on the Pilarcitos source, we will have Pump Repair remove and re-inspect for the cause per their warrantee.

Cahill Raw Water Meter

We have noted that the SFPUC raw water meter for crystal springs has been reading 31% low for the last 4 months. They have been informed and have switched out the meter.

Safety/Training/Inspections/Meetings

Meetings Attended

2 October – Met with City of Half Moon Bay (HMB) on their proposed bike path along route 1.

2 October – Operation and Maintenance (O&M) staff meeting.

10 October – Interview with Steven Dishon in San Diego for Treatment Supervisor position.

2, 16, 23, 30 October – Denniston Treatment Improvement Project weekly update meetings.

3 October – Met with Mo Sharma and his design engineer on the north side of the old Frenchman's Creek Bridge to discuss alternatives to the placement of a retaining wall footing over a small section of our El Granada Pipeline as part of the bike path design. The effects of the retaining wall on our pipe access will be minimal.

8-11 October - Attended California/Nevada Section American Water Works Association (Cal/Nev Section AWWA) Fall Conference in San Diego.
13 October - Met with Jim Teter to get an update on the projects that he is presently working on for Coastside County Water District (CCWD): Avenue Cabrillo, El Granada Tank 2 recoating, Alves Tank recoating, Avenue Portola Replacement and strategy for the Bridgeport Avenue Main replacement.
16 October - Interview with Sean Donovan for Treatment Supervisor Position.
17 October - Met with Kennedy/Jenks on engineering services for Denniston Treatment Plant Improvement Project.
22 October - Met with staff to discuss meter issues.
26 October - Met with Tonya Ward and Pat Webb on future pipeline replacement projects through 2023.

Safety Meetings and Training

Sean Donovan attended the quarterly safety meeting. The topic this quarter was recognizing drug and alcohol abuse.

CINTAS Safety Training was on Defensive Driving. Donovan, Whelen, Duffy, Bruce, Damrosch, Winch, Patterson and temp worker Williams were in attendance.

Tailgate safety sessions in June

1 October - Vehicle Safety: Check, Inspect, Drive!
15 October - Backhoe Safety
22 October - Be Kind to Your Body: Stretch Before Work
29 October - Fire Safety: Critical Prevention and Survival Tips

First Aid

Temporary Maintenance Worker Williams was escorted to the physician upon being stung by a bee during repairs to the broken Denniston lower inlet pipe reported above.

Training

I attended a number of presentations while at the Cal/Nev Section AWWA Fall Conference.

Treatment/Distribution Operators Patterson and Damrosch were instructed on the proper procedures to calibrate the on-line turbidimeters.

Regulatory Agency Interaction

California Department of Public Health (DPH)

We had no official interaction with the California DPH in October.

On 31 October, I received a call from our former DPH engineer Van Tsang to see if I would be interested in visiting the La Honda/Cuestra Water District to discuss their high (Haloacetic Acid) HAA issue. I did so on my own time and found that their problem could be easily solved by proper raw water reservoir maintenance.

Projects

Denniston Water Treatment Improvement Project

Much of the work in October consisted of installation of the chemical feed pumps, conduit, and pulling and connecting the complex system of wires in the main filter building. Most of the trenching and installation of the yard piping and conduit was complete as well as the final aspects of the west retaining wall. Work continued on the mechanical and electrical aspects of the washwater basins and drying beds. The concrete pads were poured for the alum and caustic tanks and the caustic tank was installed. The electrical panels and high lift raw water pumps were put in place. A roof leak became manifest over the new electrical panels after the heavy rainfall in October. Staff had a roofer come out to make required repairs.

Portola Avenue Line Replacement

Jim Teter did another field survey to take note of problems that we may encounter when transferring services to the new pipeline.

Avenue Cabrillo Main Replacement Project

Much progress has been made on the Avenue Cabrillo Pipeline Replacement Project. Pipe has been installed on The Alameda between Avenue Cabrillo and Santiago and down Columbus between Santiago and Avenue Cabrillo, for a total of 1200 feet of new pipe, about 50% of the planned installation for this phase. The remainder of the pipe and the majority of the service connections should be complete in November depending on the weather and also the condition of the services that we encounter. There will be some services that will have to be totally replaced if they are found to be in a state of deterioration.

Railroad Avenue Main Replacement Project

We have our Coastal Development Permit (CDP) issued by the City of Half Moon Bay and our California Environmental Quality Act (CEQA) exemption and are waiting for the Avenue Cabrillo Project to near completion before we issue a notice to proceed for the contractor to begin work.

Nunes Water Treatment Plant (WTP) Hydro pneumatic System

We have rescoped this project and are awaiting a second bid.

Stone Dam Pipeline Temporary Pipeline Project

The SFPUC project review committee approved our project to bypass the deteriorating Stone Dam Pipeline with a temporary pipe. We await approval by the PUC for the notice to proceed from our property line to the stone dam meter. We have purchased and stored the temporary pipe, called Yelomine Pipe, near the installation site at the end of Pilarcitos Canyon. Also, all silt fencing, wattles and hay bales are in place and we have potholed to find the terminus point on our side. This project is expected to be complete by 1 December.

Monthly Report

To: David Dickson, General Manager

From: Cathleen Brennan, Water Resources Analyst

Agenda: November 13, 2012

Subject: Water Resources Report

This report includes:

- Update on the California Statewide Groundwater Elevation Monitoring Program (CASGEM)

In August, the Board of Directors approved Resolution 2012-06 which entered the District into an agreement with Montara Water and Sanitary District to establish the Half Moon Bay Terrace Voluntary Cooperative for the purposes of monitoring groundwater elevations in the Half Moon Bay Terrace Groundwater Basin. The purpose of this agreement was to comply with the requirements of the CASGEM Program and be recognized by the state as a Monitoring Entity.

The District received written notification on October 18, 2012 from the California Department of Water Resources that Coastside County Water District has been designated as a Monitoring Entity for the Half Moon Bay Terrace Basin.

Dear Cathleen Brennan:

Thank you for volunteering to be a Monitoring Entity for the California Statewide Groundwater Elevation Monitoring (CASGEM) program. The Department of Water Resources (DWR) received your notification that Coastside County Water District intends to assume responsibility for monitoring and reporting local groundwater elevations for the CASGEM program.

Based on review and verification of the information that you submitted to DWR via the CASGEM Online Submittal System, Coastside County Water District is designated as the Monitoring Entity for the 2-22 Half Moon Bay Terrace - Coastside County Water District.

This is a courtesy automated Email notification. You will also be receiving formal correspondence from DWR regarding your designation as a CASGEM Monitoring Entity.

Thank you for your participation in the CASGEM program.

Sincerely,
Brett Wyckoff
Senior Engineering Geologist
CASGEM Program
Division of Integrated Regional Water Management

The District has been monitoring and submitting data online into the CASGEM database in anticipation of being designated a Monitoring Entity.