

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

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

AGENDA

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

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

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

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

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

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

4) SPECIAL ORDER OF BUSINESS

- A. Certificates from San Mateo County Chief Elections Officer and Administration of Oath of Office by Patrick Miyaki, District Counsel, to Newly Elected Directors: Ken Coverdell, Bryan Hannegan and Glenn Reynolds ([attachment](#))
- B. Election of Coastside County Water District Board President and Vice-President ([attachment](#))
- C. Resolution 2011-17 - A Resolution of the Board of Directors of the Coastside County Water District expressing its Gratitude to Bob Feldman for his Leadership and Dedicated Service ([attachment](#))
- D. Resolution 2011-18 - A Resolution of the Board of Directors of the Coastside County Water District expressing its Gratitude to Jim Larimer for his Leadership and Dedicated Service ([attachment](#))

5) BRIEF RECESS FOR REFRESHMENTS

6) 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 November 30, 2011: Claims: \$632,988.43; Payroll: \$ 76,748.99; for a total of \$709,737.42 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of November 8, 2011 Board of Directors Meeting ([attachment](#))
- D. Monthly Water Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. November 2011 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for October 2011 ([attachment](#))

- K. San Francisco Public Utilities Commission Hydrological Conditions Report for November 2011 ([attachment](#))
- L. Notice of Completion –Pilarcitos Canyon Blending Station Power Project ([attachment](#))

7) MEETINGS ATTENDED / DIRECTOR COMMENTS

8) GENERAL BUSINESS

- A. Award of Contract for Control Systems Programming, Software and Services for the Denniston Water Treatment Plant Improvements Project ([attachment](#))
- B. Approval of Change Order No. 1 to Anderson Pacific Contract for Denniston Creek Water Treatment Plant Improvements ([attachment](#))

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

- 1. Board Member Training Opportunity
- 2. Safety Program Awards

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

10) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

11) ADJOURNMENT

CERTIFICATE OF CHIEF ELECTIONS OFFICER

State of California

ss.

County of San Mateo

I, **MARK CHURCH**, Chief Elections Officer of the County of San Mateo, State of California, do hereby certify that:

WHEREAS, the number of nominees for the Office of Member, Board of Directors, does not exceed the number of offices required by law to be filled at the Consolidated Municipal, School & Special Election within the COASTSIDE COUNTY WATER DISTRICT, held on November 8, 2011, the time within which nominations may be made has expired, and a petition signed by ten percent (10%) of the voters or 50 voters, whichever is the smaller number, requesting that said election be held, was not presented to the Chief Elections Officer within the time provided by law.

NOW, THEREFORE, pursuant to Elections Code §10515, the following qualified person or persons as listed below, are required to be appointed to three (3) seats for a four (4) year terms:

Kenneth Lee Coverdell

Bryan Hannegan

Glenn Reynolds

IN WITNESS WHEREOF, I have affixed my hand and official seal this 30th day of November, 2011.



MARK CHURCH
Chief Elections Officer &
Assessor-County Clerk-Recorder

COUNTY OF SAN MATEO

CERTIFICATION OF ELECTION

This is to certify that

Kenneth Lee Coverdell

was appointed to the office of

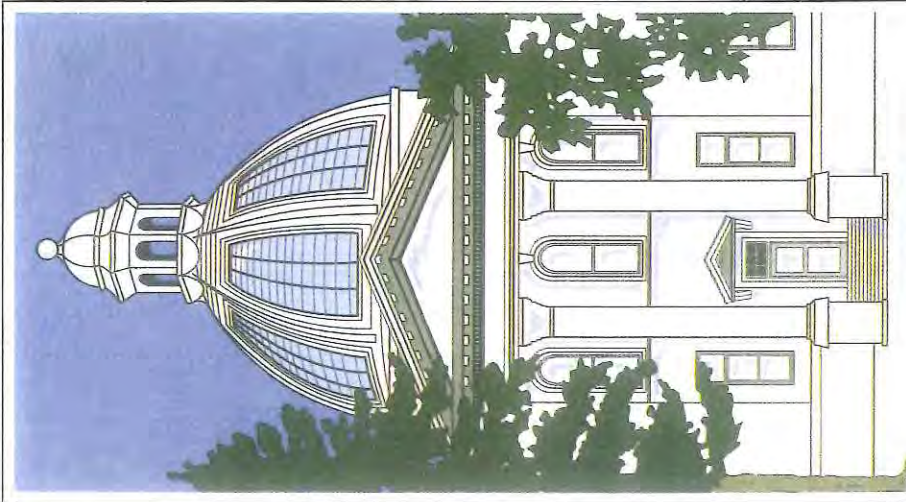
*Member, Board of Directors,
Coastside County Water District*

In lieu of holding an election in San Mateo County
on the 8th day of November, 2011.

In witness whereof, I have hereunto set my hand and affixed my
official seal this 30th day of November, 2011.

Mark Church

MARK CHURCH
Chief Elections Officer &
Assessor-County Clerk-Recorder



COUNTY OF SAN MATEO

CERTIFICATION OF ELECTION

This is to certify that

Bryan Hanneegan

was appointed to the office of

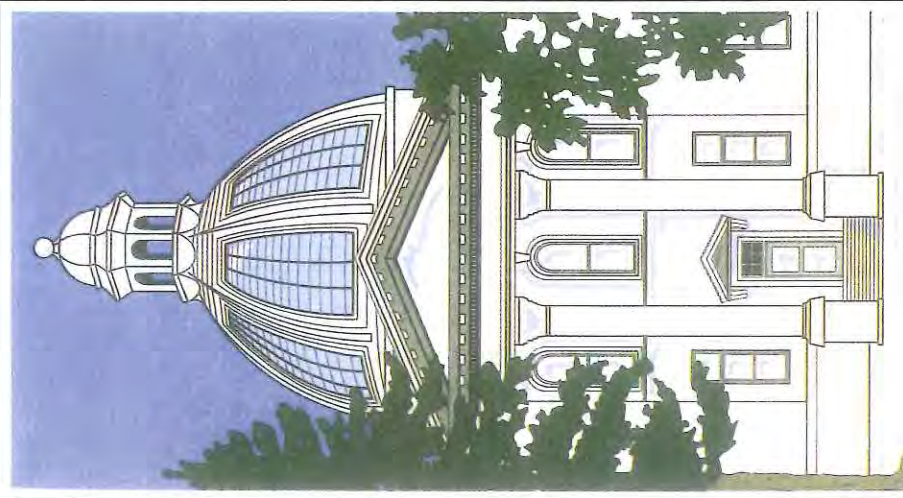
*Member, Board of Directors,
Coastside County Water District*

In lieu of holding an election in San Mateo County
on the 8th day of November, 2011.

In witness whereof, I have hereunto set my hand and affixed my
official seal this 30th day of November, 2011.

Mark Church

MARK CHURCH
Chief Elections Officer &
Assessor-County Clerk-Recorder



COUNTY OF SAN MATEO CERTIFICATION OF ELECTION

This is to certify that

Glenn Reynolds

was appointed to the office of

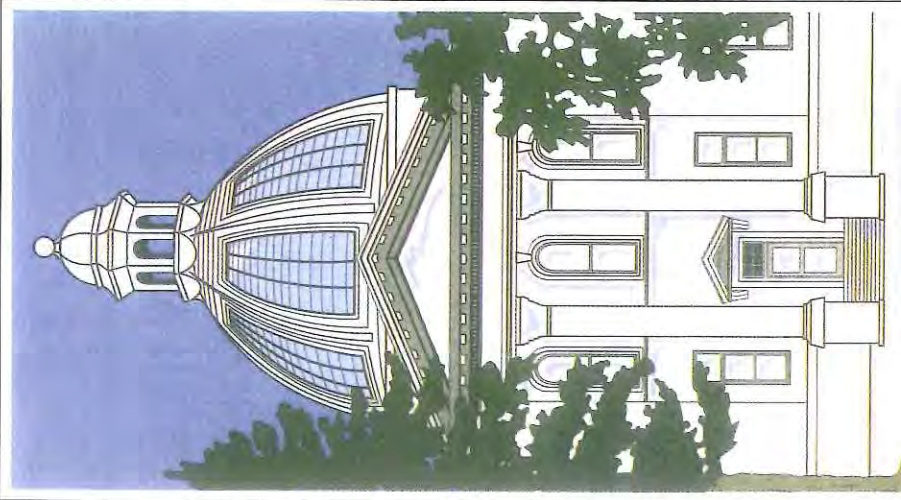
*Member, Board of Directors,
Coastside County Water District*

In lieu of holding an election in San Mateo County
on the 8th day of November, 2011.

In witness whereof, I have hereunto set my hand and affixed my
official seal this 30th day of November, 2011.

Mark Church

MARK CHURCH
Chief Elections Officer &
Assessor-County Clerk-Recorder



Oath of Office

For

*Member of Board of Directors
Coastside County Water District*

I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Date: _____

Name of Director

Sworn to (or affirmed) before me

Patrick Miyaki, District Legal Counsel

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: December 13, 2011

Subject: Election of Coastside County Water District Board President and Vice-President

Recommendation:

Consider election of officers.

Background:

Traditionally, the Coastside County Water District Board of Directors considers the election of officers for Board President and Vice-President annually, at the December Board meeting.

Fiscal Impact:

None.

RESOLUTION NO. 2011-17

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
EXPRESSING ITS GRATITUDE TO BOB FELDMAN
FOR HIS FIVE YEARS OF LEADERSHIP AND DEDICATED SERVICE**

WHEREAS, Bob Feldman was originally appointed to serve on the Board of Directors of the Coastside County Water District on August 16, 2006, and thereafter was elected by the voters to serve on the Board of Directors on November 6, 2007 and served his term through November 2011; and

WHEREAS, Bob Feldman was elected by his fellow Directors to serve as President of the Board for the 2010-2011 term; and

WHEREAS, numerous accomplishments have been made by the Coastside County Water District under Bob Feldman's leadership and guidance, including:

- ◆ *Securing a \$6,756,000 loan from the California Infrastructure and Economic Development Bank for the District's Denniston Creek Water Treatment Plant Improvements Project*
- ◆ *Successful recruitment of a new General Manager and Water Resource Analyst*
- ◆ *Securing and budgeting necessary funding for completion of the District's long-term capital projects, with successful issuance of bonds to fund future capital projects*
- ◆ *Successful completion of the third and final phase of the El Granada Pipeline Replacement Project*
- ◆ *Implementation of a comprehensive multi-year capital improvement program, a financially sound and successful operating budget, and compliance with increasingly restrictive water quality requirements*
- ◆ *Successful negotiation of a long term water supply agreement and individual water sales contract with the City and County of San Francisco, with the implementation of a discount for an untreated water rate*
- ◆ *Development and successful adoption of the Pilarcitos Integrated Watershed Management Plan*
- ◆ *Design and implementation of major improvements to the District's Denniston and Nunes Water Treatment Plant Facilities*
- ◆ *Implementation of a program to release 34 water service connections to become available to residences previously served by domestic wells*
- ◆ *Successful completion of the District's 2010 Urban Water Management Plan*
- ◆ *Achievement of the first Coastside County Water District - Water Day Event*
- ◆ *Successful representation of the District's interests at the Association of California Water Agencies (ACWA), while serving as a Board Member for Region 5*
- ◆ *Devoted service as a member on a variety of District Advisory Committees, including the Finance Committee, the Human Resources Committee, the Rates & Fees Committee, the Water Quality Committee, the Water Resource Committee, the Public Outreach Committee, the Information Technology Committee, the Personnel Committee, the SFPUC Policy Advisory Committee, and the Water Reclamation Committee, as well as served as the District's representative for ACWA, ACWA/JPIA, and the California Special Districts Association*

WHEREAS, the Coastside County Water District is poised to continue the successes achieved under Director Bob Feldman's leadership, thanks to his commitment and dedication.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District does hereby express its sincere thanks to and appreciation of Bob Feldman for his loyal service to this community and to the Coastside County Water District.

PASSED AND ADOPTED this thirteenth day of December 2011 by the following votes of the Board of Directors:

AYES:
NOES:
ABSENT:

President, Board of Directors
Coastside County Water District

David R. Dickson, Secretary of the Board

RESOLUTION NO. 2011-18

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
EXPRESSING ITS GRATITUDE TO JIM LARIMER
FOR HIS TEN YEARS OF LEADERSHIP AND DEDICATED SERVICE**

WHEREAS, Jim Larimer was elected by the voters to serve on the Coastside County Water District Board of Directors on November 6, 2001, and thereafter was reelected on November 4, 2003 and again on November 6, 2007; and

WHEREAS, Jim Larimer was elected by his fellow Directors to serve as President of the Board for the 2006 term and again elected by his fellow Directors to serve as Board President for the 2008 term; and

WHEREAS, Jim Larimer assumed a significant leadership role in guiding the District in the absence of a General Manager from May 2007 through October 2007; and

WHEREAS, Jim Larimer was a dedicated member of a variety of District Advisory Committees, including the Rates & Fees Committee, the District Facilities Committee, the Water Reclamation Committee, the Denniston Restoration Committee, the District Recruitment Committee, the Human Resources Committee, the Information Technology Committee, and the Montara Water & Sanitary District Mutual Interest Committee; and

WHEREAS, numerous accomplishments have been made by the Coastside County Water District under Jim Larimer's leadership, including:

- ◆ Successful completion of the third and final phase of the El Granada Pipeline Replacement Project
- ◆ Successful negotiation of a long term water supply agreement and individual water sales contract with the City and County of San Francisco, with the implementation of a discount for an untreated water rate
- ◆ Securing a \$6,756,000 loan from the California Infrastructure and Economic Development Bank for the District's Denniston Creek Water Treatment Plant Improvements Project
- ◆ Implementation of a program to release 34 water service connections to become available to residences previously served by domestic wells;
- ◆ Securing and budgeting necessary funding for completion of the District's long-term capital projects, with successful issuance of bonds to fund future capital projects
- ◆ Successful completion of the District's 2010 Urban Water Management Plan
- ◆ Achievement of the first Coastside County Water District – Water Day Event
- ◆ Design and implementation of major improvements to the District's Denniston and Nunes Water Treatment Plant Facilities
- ◆ Implementation of a comprehensive multi-year capital improvement program, a financially sound and successful operating budget, and compliance with increasingly restrictive water quality requirements
- ◆ Instrumental in the development of an effective Board advisory committee structure

WHEREAS, the Coastside County Water District is poised to continue the successes achieved under Director Jim Larimer's leadership, thanks to his commitment and dedication.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District does hereby express its sincere thanks to and appreciation of Jim Larimer for his loyal service to this community and to the Coastside County Water District.

PASSED AND ADOPTED this thirteenth day of December, 2011 by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

President, Board of Directors
Coastside County Water District

David R. Dickson, Secretary of the Board

Accounts Payable

Checks by Date - Summary By Check Number

User: gbrazil
Printed: 12/1/2011 - 8:22 AM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
16765	PAC07	PG&E CFM/PPC DEPARTMENT	11/02/2011	0.00	968.65
16766	ALL04	ALLIED WASTE SERVICES #9	11/10/2011	0.00	323.91
16767	ALV01	ALVES PETROLEUM, INC.	11/10/2011	0.00	1,918.98
16768	ASS01	HEALTH BENEFITS AUTHORITY	11/10/2011	0.00	21,424.30
16769	ATT01	AT&T MOBILITY	11/10/2011	0.00	51.06
16770	ATT02	AT&T	11/10/2011	0.00	1,326.44
16771	COA15	COASTSIDE NET, INC	11/10/2011	0.00	59.95
16772	CUL01	CULLIGAN WATER COMPANY	11/10/2011	0.00	300.00
16773	DUF01	LOGAN DUFFY	11/10/2011	0.00	199.16
16774	HAR03	HARTFORD LIFE INSURANCE	11/10/2011	0.00	1,770.07
16775	ICM01	VANTAGEPOINT TRANSFER /	11/10/2011	0.00	75.00
16776	KAI01	KAISER FOUNDATION HEALTH	11/10/2011	0.00	9,434.00
16777	OCE04	OCEAN SHORE CO.	11/10/2011	0.00	1,234.96
16778	PAC02	PACIFICA CREDIT UNION	11/10/2011	0.00	450.00
16779	PUB01	PUB. EMP. RETIRE SYSTEM	11/10/2011	0.00	18,498.03
16780	STA11	STATE WATER RESOURCES C	11/10/2011	0.00	441.50
16781	VAL01	VALIC	11/10/2011	0.00	1,500.00
16782	COU05	RECORDER'S OFFICE	11/14/2011	0.00	21.00
16783	CAL28	CALIF REGIONAL WATER QU	11/14/2011	0.00	1,606.00
16784	BFI02	BFI OF CALIFORNIA, INC.	11/23/2011	0.00	18.00
16785	HAR03	HARTFORD LIFE INSURANCE	11/23/2011	0.00	1,770.07
16786	MET06	METLIFE SBC	11/23/2011	0.00	1,392.95
16787	PAC01	PACIFIC GAS & ELECTRIC CO	11/23/2011	0.00	21,214.20
16788	PAC02	PACIFICA CREDIT UNION	11/23/2011	0.00	450.00
16789	STA15	STATE WATER RESOURCES C	11/23/2011	0.00	1,943.00
16790	TEA02	TEAMSTERS LOCAL UNION #	11/23/2011	0.00	786.00
16791	VAL01	VALIC	11/23/2011	0.00	1,500.00
16792	ICM01	VANTAGEPOINT TRANSFER /	11/23/2011	0.00	75.00
16793	ADP01	ADP, INC.	11/28/2011	0.00	770.60
16794	ADV02	FRANK YAMELLO	11/28/2011	0.00	231.00
16795	ALI01	ALIFANO TECHNOLOGIES LL	11/28/2011	0.00	75.00
16796	ANA01	ANALYTICAL ENVIRONMENT	11/28/2011	0.00	37,430.94
16797	AND01	ANDREINI BROS. INC.	11/28/2011	0.00	37,659.50
16798	AND10	ANDERSON PACIFIC ENGINEE	11/28/2011	0.00	101,948.13
16799	ASS04	ASSOC.CALIF.WATER AGENC	11/28/2011	0.00	11,071.50
16800	ASS05	ACWA HEALTH BENEFITS AL	11/28/2011	0.00	60.18
16801	ATT03	AT&T LONG DISTANCE	11/28/2011	0.00	99.17
16802	AZT01	AZTEC GARDENS, INC.	11/28/2011	0.00	190.00
16803	BAL04	BALANCE HYDROLOGICS, IN	11/28/2011	0.00	3,121.29
16804	BAR01	BARTKIEWICZ, KRONICK & S	11/28/2011	0.00	232.30
16805	BAY10	BAY ALARM COMPANY	11/28/2011	0.00	1,520.28
16806	BON02	BOND BLACKTOP	11/28/2011	0.00	557.58
16807	BRA02	EVAN BRAUN	11/28/2011	0.00	100.00
16808	CAL07	CHEMICAL TRANSFER COMP	11/28/2011	0.00	608.26
16809	CAL08	CALCON SYSTEMS, INC.	11/28/2011	0.00	925.00

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
16810	CAR02	CAROLYN STANFIELD	11/28/2011	0.00	485.00
16811	COA19	COASTSIDE COUNTY WATER	11/28/2011	0.00	234.67
16812	COM01	COMMUNICATION LEASING S	11/28/2011	0.00	791.25
16813	CSG01	CSG SYSTEMS, INC	11/28/2011	0.00	2,167.80
16814	DAL01	DAL PORTO ELECTRIC	11/28/2011	0.00	8,000.00
16815	EKI01	EKI INC.	11/28/2011	0.00	26,542.60
16816	FIR06	FIRST NATIONAL BANK	11/28/2011	0.00	902.32
16817	FIS01	FISHER SCIENTIFIC	11/28/2011	0.00	474.15
16818	FOR01	FORD CONSTRUCTION	11/28/2011	0.00	240.98
16819	GRA03	GRAINGER, INC.	11/28/2011	0.00	1,044.77
16820	HAC01	HACH CO., INC.	11/28/2011	0.00	1,027.84
16821	HAL01	HMB BLDG. & GARDEN INC.	11/28/2011	0.00	689.44
16822	HAL04	HALF MOON BAY REVIEW	11/28/2011	0.00	1,713.00
16823	HAL23	HMB ALARM	11/28/2011	0.00	500.00
16824	HAL24	H.M.B.AUTO PARTS	11/28/2011	0.00	4.89
16825	HAN01	HANSONBRIDGETT. LLP	11/28/2011	0.00	4,609.00
16826	HOM01	HOME DEPOT	11/28/2011	0.00	761.04
16827	IRO01	IRON MOUNTAIN	11/28/2011	0.00	305.68
16828	IRV01	IRVINE CONSULTING SERVIC	11/28/2011	0.00	1,790.00
16829	JAC04	ELISABETH JACKSON	11/28/2011	0.00	100.00
16830	JJA01	JJACPA, INC	11/28/2011	0.00	5,930.00
16831	KEN03	KENNEDY/JENKS CONSULTA	11/28/2011	0.00	40,210.80
16832	LEA02	GINO LEA	11/28/2011	0.00	196.00
16833	LOM01	GLENNA LOMBARDI	11/28/2011	0.00	99.00
16834	MIS01	MISSION UNIFORM SERVICES	11/28/2011	0.00	74.68
16835	MON01	DARIN BOVILLE	11/28/2011	0.00	1,500.00
16836	MON07	MONTEREY COUNTY LAB	11/28/2011	0.00	1,306.00
16837	NOR03	NORTH AMERICAN FENCE &	11/28/2011	0.00	1,758.90
16838	OFF01	OFFICE DEPOT	11/28/2011	0.00	423.67
16839	ONT01	ONTRAC	11/28/2011	0.00	125.25
16840	PAC06	PACIFIC COAST TELEVISION	11/28/2011	0.00	250.00
16841	PAR01	JOHN M. PARSONS	11/28/2011	0.00	6,312.50
16842	PAS01	PASO ROBLES TANK, INC	11/28/2011	0.00	7,110.00
16843	PAU01	PAULO'S AUTO CARE	11/28/2011	0.00	144.44
16844	PET02	PETERSON-BRUSTAD, INC	11/28/2011	0.00	3,160.50
16845	PIT04	PITNEY BOWES	11/28/2011	0.00	396.00
16846	PRI01	PRINCETON WELDING , INC.	11/28/2011	0.00	1,748.00
16847	RIC02	RICOH AMERICAS CORP	11/28/2011	0.00	790.90
16848	ROB01	ROBERTS & BRUNE CO.	11/28/2011	0.00	4,702.84
16849	ROG01	ROGUE WEB WORKS, LLC	11/28/2011	0.00	435.00
16850	SAN03	SAN FRANCISCO WATER DEP	11/28/2011	0.00	174,398.40
16851	SAN05	SAN MATEO CTY PUBLIC HE/	11/28/2011	0.00	518.00
16852	SER03	SERVICE PRESS	11/28/2011	0.00	716.03
16853	SEW01	SEWER AUTH. MID- COASTSI	11/28/2011	0.00	570.00
16854	SPR04	SPRINGBROOK SOFTWARE, I	11/28/2011	0.00	18,385.80
16855	STE02	JIM STEELE	11/28/2011	0.00	2,900.00
16856	STR02	STRAWFLOWER ELECTRONIC	11/28/2011	0.00	41.52
16857	TET01	JAMES TETER	11/28/2011	0.00	13,254.18
16858	UB*00950	AGNES SADEGHI	11/28/2011	0.00	10.66
16859	UB*00951	JENNIFER THOMSEN	11/28/2011	0.00	115.39
16860	UB*00952	PAUL CHERMAK	11/28/2011	0.00	76.54
16861	UB*00953	PREFERRED GROUP PROPERT	11/28/2011	0.00	67.83
16862	UB*00954	LESLIE/MARC WAKASA	11/28/2011	0.00	9.03
16863	UNI15	UNIVAR USA INC	11/28/2011	0.00	3,178.23
16864	USA01	USA BLUE BOOK	11/28/2011	0.00	521.95

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
16865	WAT02	WATER EDUCATION FOUND.	11/28/2011	0.00	1,000.00
16866	WAT05	WATEREUSE	11/28/2011	0.00	618.00
16867	WHE01	VIRGINIA WHELEN	11/28/2011	0.00	195.00
Report Total:				0.00	632,988.43

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Nov-11

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	477,019.02	455,078.00	21,941.02	4.8%	2,786,056.56	3,243,992.00	(457,935.44)	-14.1%
TOTAL OPERATING REVENUE		477,019.02	455,078.00	21,941.02	4.8%	2,786,056.56	3,243,992.00	(457,935.44)	-14.1%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	7,952.09	2,084.00	5,868.09	281.6%	15,377.02	10,420.00	4,957.02	47.6%
1-0-4180-00	Late Notice -10% Penalty	5,758.92	4,167.00	1,591.92	38.2%	26,684.38	20,835.00	5,849.38	28.1%
1-0-4230-00	Service Connections	593.94	667.00	(73.06)	-11.0%	4,230.25	3,335.00	895.25	26.8%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	100.0%	3,091.70	3,711.50	(619.80)	-16.7%
1-0-4930-00	Tax Apportionments/Cnty Checks	65,049.85	50,000.00	15,049.85	30.1%	80,791.22	78,000.00	2,791.22	3.6%
1-0-4950-00	Miscellaneous Income	561.24	3,083.00	(2,521.76)	-81.8%	23,279.96	15,415.00	7,864.96	51.0%
1-0-4955-00	Cell Site Lease Income	7,928.13	9,491.00	(1,562.87)	-16.5%	46,989.76	47,455.00	(465.24)	-1.0%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
TOTAL NON-OPERATING REVENUE		87,844.17	69,492.00	18,352.17	26.4%	200,444.29	179,171.50	21,272.79	11.9%
TOTAL REVENUES		564,863.19	524,570.00	40,293.19	7.7%	2,986,500.85	3,423,163.50	(436,662.65)	-12.8%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	174,398.40	134,277.00	(40,121.40)	-29.9%	873,167.02	1,004,605.00	131,437.98	13.1%
1-1-5230-00	Pump Exp, Nunes T P	2,049.91	1,796.00	(253.91)	-14.1%	8,889.28	8,911.00	21.72	0.2%
1-1-5231-00	Pump Exp, CSP Pump Station	17,062.61	2,591.00	(14,471.61)	-558.5%	32,003.65	104,605.00	72,601.35	69.4%
1-1-5232-00	Pump Exp, Trans. & Dist.	985.89	988.00	2.11	0.2%	4,022.93	6,973.00	2,950.07	42.3%
1-1-5233-00	Pump Exp, Pilarcitos Can.	205.44	2,829.00	2,623.56	92.7%	820.08	4,052.00	3,231.92	79.8%
1-1-5234-00	Pump Exp. Denniston Proj.	269.96	495.00	225.04	45.5%	1,600.37	2,475.00	874.63	35.3%
1-1-5235-00	Denniston T.P. Operations	91.86	250.00	158.14	63.3%	945.42	1,250.00	304.58	24.4%
1-1-5236-00	Denniston T.P. Maintenance	0.00	417.00	417.00	100.0%	252.61	2,085.00	1,832.39	87.9%
1-1-5240-00	Nunes T P Operations	6,444.42	5,232.00	(1,212.42)	-23.2%	46,504.66	33,033.00	(13,471.66)	-40.8%
1-1-5241-00	Nunes T P Maintenance	2,971.83	3,167.00	195.17	6.2%	20,633.52	15,835.00	(4,798.52)	-30.3%
1-1-5242-00	CSP Pump Station Operations	1,287.63	708.00	(579.63)	-81.9%	3,809.36	3,540.00	(269.36)	-7.6%
1-1-5243-00	CSP Pump Station Maintenance	0.00	4,167.00	4,167.00	100.0%	12,866.76	20,835.00	7,968.24	38.2%
1-1-5250-00	Laboratory Services	1,949.25	2,917.00	967.75	33.2%	11,170.15	14,585.00	3,414.85	23.4%
1-1-5318-00	Studies/Surveys/Consulting	791.25	3,750.00	2,958.75	78.9%	13,206.25	18,750.00	5,543.75	29.6%
1-1-5321-00	Water Conservation	1,669.00	5,196.00	3,527.00	67.9%	25,482.23	25,980.00	497.77	1.9%
1-1-5322-00	Community Outreach	1,750.00	2,184.00	434.00	19.9%	3,574.36	10,920.00	7,345.64	67.3%
1-1-5411-00	Salaries & Wages -Field	74,320.73	73,717.38	(603.35)	-0.8%	353,386.82	405,445.59	52,058.77	12.8%
1-1-5412-00	Maintenance -General	3,633.40	16,042.00	12,408.60	77.4%	46,584.57	80,210.00	33,625.43	41.9%
1-1-5414-00	Motor Vehicle Expense	2,244.37	3,708.00	1,463.63	39.5%	29,175.03	18,540.00	(10,635.03)	-57.4%
1-1-5415-00	Maintenance -Well Fields	0.00	500.00	500.00	100.0%	0.00	2,500.00	2,500.00	100.0%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5610-00	Salaries/Wages-Administration	47,220.77	49,608.00	2,387.23	4.8%	233,774.09	272,844.00	39,069.91	14.3%
1-1-5620-00	Office Supplies & Expense	8,473.01	9,948.00	1,474.99	14.8%	48,532.34	49,740.00	1,207.66	2.4%
1-1-5621-00	Computer Services	2,635.88	6,370.83	3,734.95	58.6%	13,385.93	22,654.15	9,268.22	40.9%
1-1-5625-00	Meetings / Training / Seminars	997.20	1,500.00	502.80	33.5%	6,662.96	7,500.00	837.04	11.2%
1-1-5630-00	Insurance	3,125.39	0.00	(3,125.39)	100.0%	75,152.10	80,000.00	4,847.90	6.1%
1-1-5635-00	EE/Ret. Medical Insurance	32,605.43	36,551.00	3,945.57	10.8%	162,595.01	182,755.00	20,159.99	11.0%
1-1-5640-00	Employees Retirement Plan	16,284.37	35,586.70	19,302.33	54.2%	153,728.92	195,726.80	41,997.88	21.5%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
1-1-5681-00	Legal	2,766.40	5,000.00	2,233.60	44.7%	11,669.90	25,000.00	13,330.10	53.3%
1-1-5682-00	Engineering	480.00	1,167.00	687.00	58.9%	3,272.92	5,835.00	2,562.08	43.9%
1-1-5683-00	Financial Services	12,242.50	9,000.00	(3,242.50)	-36.0%	16,690.00	19,500.00	2,810.00	14.4%
1-1-5684-00	Payroll Tax Expense	7,240.75	8,819.84	1,579.09	17.9%	39,441.25	48,509.12	9,067.87	18.7%
1-1-5687-00	Membership, Dues, Subscript.	12,927.50	6,279.16	(6,648.34)	-105.9%	29,688.00	33,895.80	4,207.80	12.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	2,500.00	2,500.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	0.00	0.00	100.0%	8,275.28	2,950.00	(5,325.28)	-180.5%
1-1-5705-00	State Fees	3,990.50	1,400.00	(2,590.50)	-185.0%	17,338.43	16,400.00	(938.43)	-5.7%
TOTAL OPERATING EXPENSES		443,115.65	436,661.91	(6,453.74)	-1.5%	2,308,302.20	2,750,939.46	442,637.26	16.1%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Svc/Existing Bonds 1998A	0.00	0.00	0.00	100.0%	254,610.00	254,610.00	0.00	0.0%
1-1-5712-00	Debt Svc/Existing Bonds 2006B	0.00	0.00	0.00	100.0%	338,176.89	335,852.00	(2,324.89)	-0.7%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	100.0%	57,430.00	0.00	(57,430.00)	100.0%
TOTAL CAPITAL ACCOUNTS		0.00	0.00	0.00	0.0%	650,216.89	590,462.00	(59,754.89)	-10.1%
TOTAL EXPENSES		443,115.65	436,661.91	(6,453.74)	-1.5%	2,958,519.09	3,341,401.46	382,882.37	11.5%
NET INCOME		121,747.54	87,908.09	(33,839.45)	-38.5%	27,981.76	81,762.04	53,780.28	65.8%

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
November 30, 2011**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$1,906,624.32
RATE STABILIZATION RESERVE	\$250,000.00
TOTAL DISTRICT RESERVES	\$2,156,624.32

ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKIING ACCOUNT	\$593,572.20
CSP T & S ACCOUNT	\$550,637.42
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,010,484.70
DISTRICT CASH ON HAND	\$1,930.00
TOTAL ACCOUNT BALANCES	\$2,156,624.32

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

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

11/30/2011

		Approved CIP Budget FY 11/12	Actual To Date FY 11/12	Projected Year-End FY 11/12	Projected vs. Budget Variance	Project Status/ Comments
PIPELINE PROJECTS						
06-05	Avenue Cabrillo I (Permitting / Design)	\$ 100,000	73,263	\$ 100,000	\$ -	Design completed. Working on permitting.
WATER TREATMENT PLANTS						
99-05	Denniston Intake Maintenance	\$ 30,000	\$ 18,360	\$ 20,000	\$ 10,000	Complete - Pending payment of retention
10-04	Nunes Floc Drive Repair	\$ 50,000		\$ 50,000	\$ -	Drives on site, awaiting installation.
08-05	Nunes Plant Painting	\$ 12,500		\$ 12,500	\$ -	On Hold
	Nunes Hydropneumatic Systems Improvement	\$ 40,000		\$ 40,000	\$ -	Planning
	Nunes DR5000 Analyzer	\$ 8,000	\$ 3,795	\$ 8,000	\$ -	Purchased
FACILITIES & MAINTENANCE						
08-08	PRV Valves Replacement Program	\$ 20,000	\$ 30,395	\$ 30,395	\$ (10,395)	Work on El Granada Blvd. PRV completed.
99-01	Meter Change Program	\$ 30,000	\$ 5,148	\$ 30,000	\$ -	Ongoing
09-09	Fire Hydrant Replacement	\$ 20,000		\$ 20,000	\$ -	Ongoing
09-23	District Digital Mapping	\$ 75,000	\$ 9,564	\$ 75,000	\$ -	
EQUIPMENT PURCHASE & REPLACEMENT						
99-03	Computer System	\$ 12,000		\$ 12,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 1,546	\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000		\$ 750,000	\$ -	Design complete, ready to bid.
	Billing System Upgrade	\$ 70,000	\$ 18,245	\$ 70,000	\$ -	Software upgrade online in October.
PUMP STATIONS / TANKS / WELLS						
	Crystal Springs Check Valve Replacement	\$ 25,000		\$ 25,000	\$ -	In Progress
08-14	Alves Tank Recoating (Interior & Exterior)	\$ 100,000		\$ 100,000	\$ -	Planning
08-17	El Granada Tank #2 Recoat and Ladder	\$ 200,000	\$ 338	\$ 200,000	\$ -	Planning
	El Granada Tank #1 MCC Repairs & Spare Pump	\$ 40,000	\$ 9,694	\$ 40,000	\$ -	In Progress
	El Granada Tank #2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	On Hold
	El Granada Tank #3 Fence Replacement	\$ 25,000	\$ 17,589	\$ 17,589	\$ 7,411	Complete
	Miramar Tank Fence Replacement	\$ 25,000		\$ 25,000	\$ -	Planning
	Half Moon Bay Tank #1 Interior/Exterior Recoating	\$ 300,000	\$ 10,271	\$ 300,000	\$ -	In Progress
09-18	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	
09-19	Pilarcitos Canyon Blending Station	\$ 100,000	\$ 31,900	\$ 100,000	\$ -	Electrical work complete, valve purchased.
DENNISTON WTP (LONG-TERM) IMPROVEMENT						
08-23	Denniston WTP Improvement Project	\$ 4,000,000	\$ 555,471	\$ 4,000,000	\$ -	In Progress

WATER SUPPLY DEVELOPMENT

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

11/30/2011

	Approved CIP Budget FY 11/12	Actual To Date FY 11/12	Projected Year-End FY 11/12	Projected vs. Budget Variance	Project Status/ Comments
Denniston /San Vicente EIR	\$ 300,000	\$ 133,896	\$ 300,000	\$ -	In progress. NOP/IS published in October.
San Vicente Design	\$ 300,000		\$ 300,000	\$ -	Planning
FY 11-12 TOTALS \$ 6,670,500 \$ 919,474 \$ 6,563,484 \$ 7,016					

Previous CIP Projects - paid in FY 11/12

FY 10/11	Small Line Decommission Behind Main Street	\$ 50			Project Completed in FY 10/11.
FY 10/11	District Digital Mapping	\$ 35,030			
FY 09/10	New Pilarcitos Well	\$ 510			Analysis - work complete for this FY
	Denniston Booster Pump Station	\$ 9,029			
PREVIOUS YEAR TOTALS		\$ 44,619	\$ -	\$ -	

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

	Cahill Tank Repairs (Ladder Repairs)	\$ 13,123	\$ 15,000		In Progress
	CSP - Rebuild Actuator (Emergency Work)	\$ 22,788			Complete
	Judith Court Main Line Emergency Repairs	\$ 18,508			Complete
NON-BUDGETED TOTALS		\$ 54,419	\$ 15,000	\$ -	

CIP TOTALS \$ 6,670,500 \$ 1,018,512 \$ 6,578,484 \$ 7,016	
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**Legal Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Water Supply Develpmnt	Transfer Program	CIP	Denniston WTP Improvements Project	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Dec-11	2,358		419	1,427			3,104		52	7,361
Jan-11	3,450		419	983	341					5,193
Feb-11	4,834		157	221						5,212
Mar-11	1,342		1,492	1,467						4,302
Apr-11	2,687		2,037	80	106					4,909
May-11	4,299		1,436	491						6,227
Jun-11	3,192					2,059			878	6,129
Jul-11	5,102					637				5,739
Aug-11	1,383					1,913				3,297
Sep-11	1,569			346		372		1,967		4,255
Oct-11	4,330			319		2,627				7,276
Nov-11	2,766					1,843				4,609

TOTAL	37,313	0	5,961	5,334	447	9,452	3,104	1,967	930	64,509
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
Dec-11	120			1,099		1,219	
Jan-11	480			709	797	1,986	
Feb-11	300			85		385	
Mar-11	480		254			734	
Apr-11	480		169			649	
May-11	480		338			818	
Jun-11	240		4,551			4,791	
Jul-11	480		18,131			18,611	
Aug-11	1,353		9,096			10,449	
Sep-11	480		15,802		1,437	17,718	
Oct-11	480		17,798		3,296	21,574	3,296
Nov-11	480		12,774			13,254	
TOTAL	5,853	0	78,912	1,892	5,529	92,186	3,296

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, November 8, 2011

- 1) **ROLL CALL** - The Closed Session convened at 6:03 p.m. Present at roll call: President Bob Feldman, Vice-President Jerry Donovan, and Directors Ken Coverdell, Jim Larimer and Chris Mickelsen. David Dickson, General Manager, and Patrick Miyaki, Legal Counsel, were also present.
- 2) **PUBLIC COMMENT** - There were no public comments.
- 3) **CLOSED SESSION**
 - A. **Conference with Legal Counsel**
Pursuant to California Government Code Section §54956.9(b)
Anticipated Litigation - Significant Exposure to Litigation: One Case
- 4) **RECONVENE TO OPEN SESSION** - The Closed Session concluded at 6:52 p.m., immediately prior to commencement of the regular meeting, at which time President Feldman announced that no reportable action had been taken during the Closed Session.
- 5) **ADJOURNMENT** - The special meeting was adjourned at 6:52 p.m.

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Tuesday, November 8, 2011

- 1) **ROLL CALL** - President Bob Feldman called the meeting to order at 7:12 p.m. Present at roll call: Vice-President Jerry Donovan and Directors Ken Coverdell, Jim Larimer, and Chris Mickelsen.

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending October 31, 2011:
Claims: \$808,727.73; Payroll: \$ 74,284.04; for a total of \$883,011.77
- B. Acceptance of Financial Reports
- C. Approval of Minutes of October 11, 2011 Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report
- G. October 2011 Leak Report
- H. Rainfall Reports
- I. Notice of Completion - Denniston Dredging Project

Vice-President Donovan reported that he had reviewed the monthly financial claims and found all to be in order. He also stated that he had requested that staff begin presenting a monthly report that will track the Denniston Project expenditures associated with the I-Bank loan.

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Vice-President Donovan and Director Mickelsen both reported on the recent results of the Pilarcitos Restoration Workgroup meeting, held on October 25, 2011.

6) GENERAL BUSINESS

A. Coastside County Water District Basic Financial Statements and Independent Auditors Report for the Fiscal Year Ended June 30, 2011

Mr. Dickson introduced Mr. Joe Arch, CPA, the District's Independent Auditor, and also informed the Board that the members of the District's Finance Committee had previously met to review and discuss the audit results and the associated financial reports.

Mr. Arch advised that there was little change from the District's previous years' audit results. He announced that once again, the District had received an excellent review, an "unqualified opinion", which is the best possible rating from an auditor. He noted that given the difficult economic environment, it was encouraging to see that the District was able to add to its net assets, which indicates the District's financially conservative approach to operations.

President Feldman reiterated that the District's Finance Committee had reviewed the Basic Financial Statements and presentation materials in

detail and were very comfortable with the results. Director Mickelsen stated that both District staff and the Board can be proud of these results. Director Larimer inquired about the assessment of the District's CalPERS obligation; however Mr. Arch explained that this is not something that auditors analyze as part of an annual audit. Director Larimer then shared his comments about some CalPERS related issues. President Feldman concluded the discussion of this item by stating that the excellent audit was a credit to Mr. Dickson and staff.

ON MOTION BY Director Mickelsen and seconded by Vice-President Donovan, the Board voted as follows, by roll call vote, to approve the Basic Financial Statements for Fiscal year Ended June 30, 2011:

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

B. Extension of Time for Installation of Connections Purchased in 2010 Lottery

Mr. Dickson provided the background of this item, reviewing details of the District's September 2010 offer of 36 non-priority water service connections for sale to owners of developed residential properties served by wells. He advised that as the one year deadline for installing these connections approaches, there are twelve purchasers that have not completed the installation of the service connections. Mr. Dickson recommended that the Board consider granting an extension of time to the purchasers to complete the installation of these connections. He noted that, recognizing the challenges some purchasers may face in completing their installations, staff believes that extending the installation deadline would be reasonable and consistent with the goals of this connection sale program. Mr. Dickson suggested establishing a uniform deadline of June 30, 2012 for all purchasers, with the District reclaiming any connection(s) not completely installed by this deadline, with a refund of the Transmission and Storage fees to the purchaser. Brief discussion ensued, with Mr. Dickson and Mr. Miyaki addressing the Board's questions and comments.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to approve an extension of the deadline for completing installation of connections purchased by well owners in the 2010 lottery, establishing June 30, 2012 as the extended installation deadline for all purchasers:

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

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson commented that before he reviews the General Manager's report, he would like to return to the subject of the positive report of the financial statements, and recognize the staff, particularly Gina Brazil, for her efforts in keeping the District's financial records in order.

1. I-Bank Loan

Mr. Dickson advised that the first disbursement request to I- Bank had been submitted on October 18th in the sum of \$244,142, covering construction and engineering expenses for September, and that the second disbursement request had already been submitted as well.

2. E-mail Newsletter

Mr. Dickson reported that, as part of the District's Communication Plan, the District had distributed its first email newsletter to approximately 3,100 recipients on November 1, 2011, thanks to the efforts of Cathleen Brennan. He noted that the subject of this first newsletter announced the availability of the Denniston/San Vicente Water Supply Project Environmental Impact Report - Notice of Preparation/Initial Study for public review and comment.

Additionally, Mr. Dickson reported that he was invited to speak at a recent meeting of the local chapter of the California Special Districts Association and attended the October 25, 2011 meeting and shared information about Coastside County Water District.

A. Operations Report

Mr. Guistino discussed and shared photographs of the Denniston Water Treatment Plant Improvement Project, the dredging of the Denniston Reservoir, and the completion of the San Francisco Public Utilities Commission (SFPUC) Pilarcitos Reservoir siphon. Mr. Guistino also provided progress updates on the Judith Court main replacement and El Granada Pressure Reducing Valve Projects.

President Feldman congratulated Mr. Guistino on his recent Cal/NV Section American Water Works Association Section Chair's Award for his significant contributions to the organization.

B. Water Resources Report

Ms. Brennan reported that the District had partnered with the Sewer Authority Mid-Coastside (SAM) again this year in sharing an information table provided at the annual Half Moon Bay Pumpkin Festival. She informed the Board that the District had provided free tap water, gift bags for children and regional water rebate information to the public and that she enjoyed working with the SAM staff at this successful event.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no comments or requests from the Board members.

9) ADJOURNMENT

ON MOTION BY Vice-President Donovan and seconded by Director Mickelsen, the Board voted as follows, to adjourn the November 8, 2011 meeting of the Coastside County Water District's Board of Directors:

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

The meeting was adjourned at 8:09 p.m. The next regular meeting of the Board of Directors is scheduled for Tuesday, December 13, 2011.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Robert C. Feldman, President
Board of Directors

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: December 13, 2011

Report

Date: November 14, 2011

Subject: Monthly Water Transfer Report

Recommendation:

None. For Board information purposes only.

Background:

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

Since the previous Board meeting in October 2011, one transfer application was approved for one---5/8" (20 gpm) non-priority water service connection. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from David Dickson.

APPROVED WATER TRANSFERS FOR THE 2011 CALENDAR YEAR

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# OF CONNECTIONS	DATE
056-096-580	056-150-230	City of Half Moon Bay to Same	1--5/8" non-priority	Nov-11

Memorandum

VIA ELECTRONIC MAIL

TO: Glenna Lombardi
FROM: Patrick T. Miyaki
DATE: November 8, 2011
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connections from City of HMB to City of HMB**

Glenna, I reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by the City of Half Moon Bay (APN 056-096-580) to property also owned by the City of Half Moon Bay (APN 056-150-230).

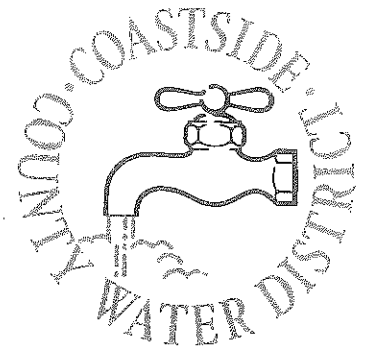
This Application is generally in order and satisfies the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

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

cc: David Dickson

November 14, 2011

Laura Snideman, City Manager
City of Half Moon Bay
501 Main Street
Half Moon Bay, CA 94019



Attention: Nancy Kyser

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

Dear Property Owner:

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

- **APN 056-096-580** continues to have the remaining right to one---5/8" (20 gpm) uninstalled, non-priority water service connection from the Crystal Springs Project; and
- **APN 056-150-230** now has a one---5/8" (20 gpm) uninstalled non-priority water service connection from the Crystal Springs Project assigned to it.

(In Addition, District records show that APN 056-150-230 is developed with a one---5/8" (20 gpm) PRE-Crystal Springs connection installed on it since 1986.)

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

Sincerely,

A handwritten signature in black ink, appearing to read "David Dickson", is written over a light blue horizontal line.

David Dickson
General Manager

COASTSIDE COUNTY WATER DISTRICT

2010 NON-PRIORITY LOTTERY RECIPIENTS
STATUS UPDATE

November 30, 2011

33.5 TOTAL SOLD CONNECTIONS (T&S FEES PAID)

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

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2012

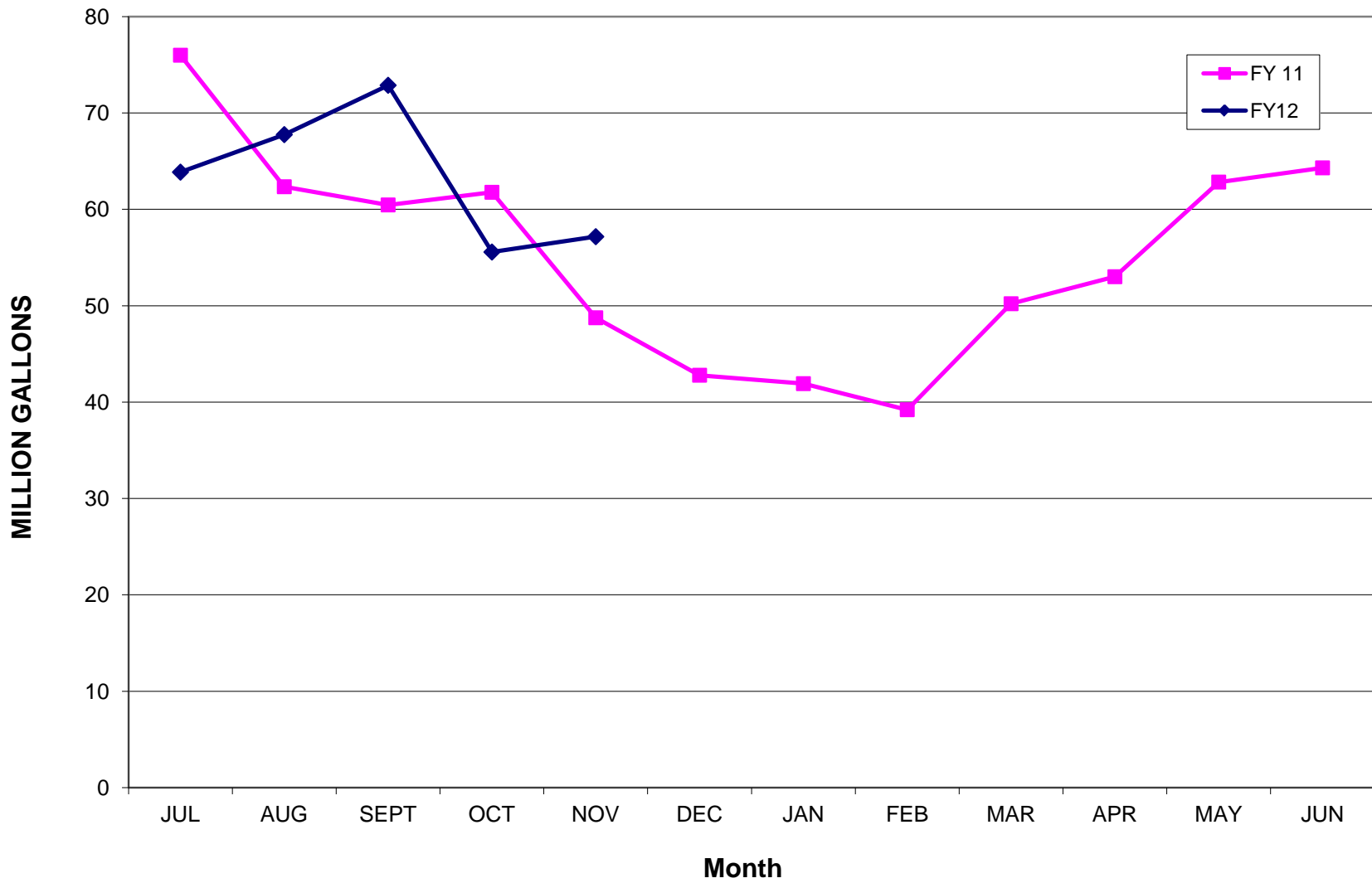
	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	62.65	0.00	0.00	1.03	63.68	-0.18	63.86
AUG	0.00	61.34	0.00	0.00	6.38	67.72	-0.03	67.75
SEPT	0.00	68.54	0.00	0.00	4.81	73.35	0.48	72.87
OCT	0.00	50.99	0.00	0.00	4.67	55.66	0.09	55.57
NOV	11.6	21.80	0	0.00	23.48	56.88	-0.28	57.16
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	11.60	265.32	0.00	0.00	40.37	317.29	0.08	317.22
% TOTAL	3.7%	83.6%	0.0%	0.0%	12.7%	100.0%	0.02%	100.0%

12 Month Running Treated Total 671.48

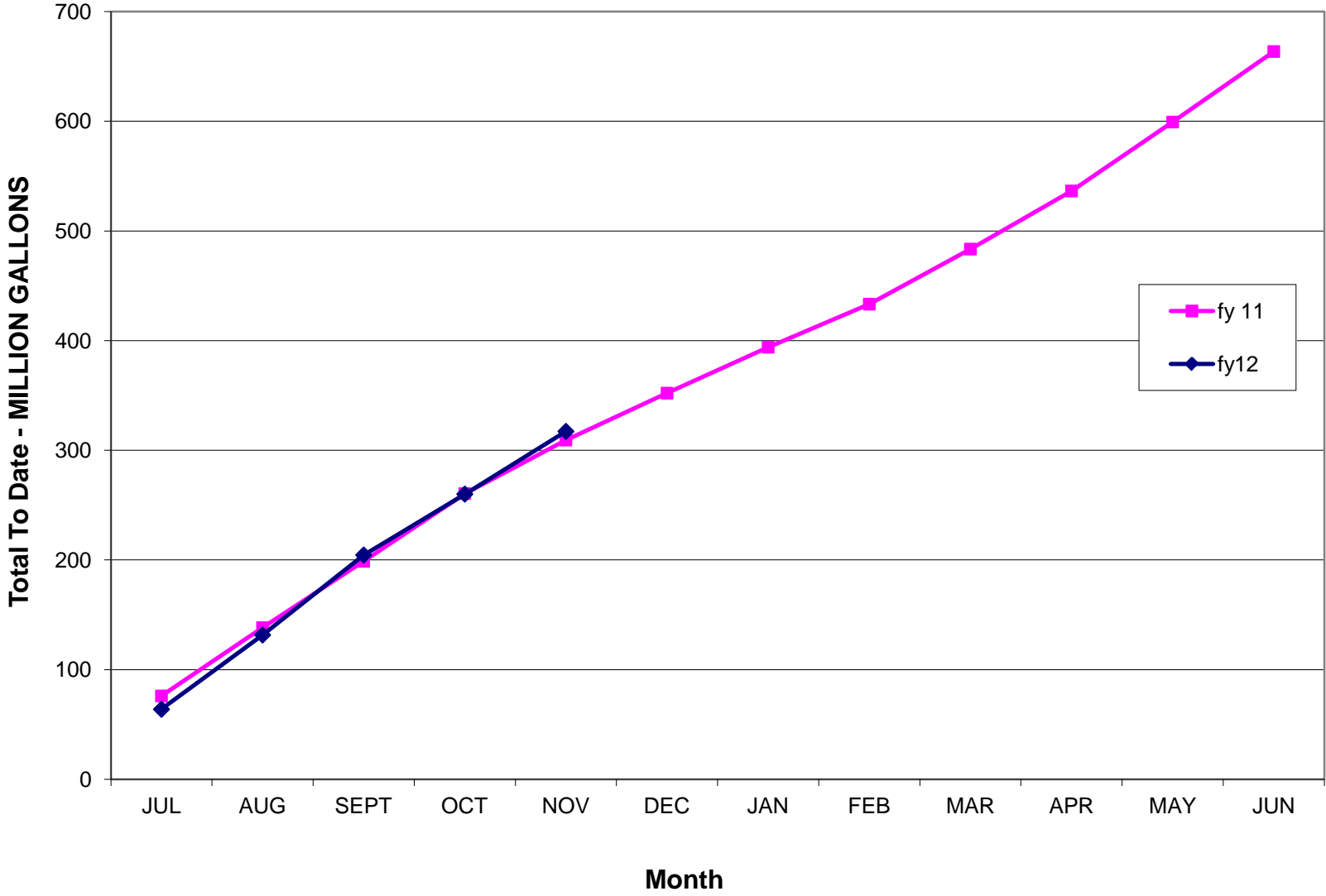
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2011

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
AUG	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
SEPT	0.00	22.17	1.36	3.63	34.64	61.80	1.34	60.46
OCT	0.00	38.13	0.00	0.00	23.69	61.82	0.05	61.77
NOV	8.08	41.38	0.00	0.00	0.00	49.46	0.71	48.75
DEC	7.69	35.52	0.00	0.00	0.00	43.21	0.42	42.79
JAN	13.73	28.22	0.00	0.00	0.00	41.95	0.03	41.92
FEB	10.77	29.74	0.00	0.00	0.00	40.51	1.30	39.21
MAR	14.10	36.44	0.00	0.00	0.00	50.54	0.34	50.21
APR	0.00	44.15	0.00	0.00	8.71	52.86	-0.15	53.01
MAY	0.00	58.57	0.00	0.00	4.39	62.96	0.13	62.83
JUN	0.00	59.29	0.00	0.00	5.69	64.98	0.68	64.31
TOTAL	54.37	492.56	3.20	8.73	110.41	669.28	5.70	663.58
% TOTAL	8.1%	73.6%	0.5%	1.3%	16.5%	100.0%	0.85%	99.1%

Monthly Production FY 11 vs. FY 12



Cumulative Production FY 11 vs. FY12



Plant Water Use			Unmetered Water					FY 2012		MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Tank Level Difference	Total		
JUL	0.000	2.195	2.195	0.000	0.028	0.063	0.003	-0.273	-0.180		
AUG	0.000	1.831	1.831	0.000	0.007	0.007	0.004	-0.048	-0.029		
SEP	0.000	1.899	1.899	0.000	0.021	0.057	0.003	0.402	0.483		
OCT	0.000	1.955	1.955	0.000	0.012	0.003	0.004	0.072	0.090		
NOV	0.000	1.667	1.667	0.000	0.010	0.034	0.001	-0.332	-0.287		
DEC			0.000						0.000		
JAN			0.000								
FEB			0.000								
MAR			0.000								
APR			0.000								
MAY			0.000								
JUN			0.000								
TOTAL	0.00	9.55	9.55	0.00	0.08	0.16	0.01	-0.18	0.08		

Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/Type	Est. Water Loss (Gallons)*	Repair Material	Material Cost	Employee hours		Manpower and Equipment Costs	Total Costs
						Men	Hours		
11/1/2011	485 Metzgar St.	3/4" plastic service	1,500	20' -3/4" copper 1-3/4" Angle stop 3/4" check 3/4"nut B-9 box & lid 4 tons of rock	\$117.60 \$80.30 \$38.13 \$11.21 \$22.65 \$52.96 Total \$322.85	Men 4	Hours 3	\$900	\$1,222.85
11/7/2011	Laural St. HMB	4" cast Iron pipe	2,500	4" X 15" full circle 3 tons of rock	\$159.48 \$39.72 Total \$199.20	Men 4	Hours 4.5	\$1,800	\$1,999.20
11/24/2011	Safeway Parking Lot. HMB	8" Cast Iron Pipe	30,000	8"x12.5" full circle 8 tons of rock	\$173.77 \$102.92 Total \$276.69	Men 5	Hours 7	\$3,100	\$3,376.69
					Total \$0.00	Men	Hours		\$0.00
					Total \$0.00	Men	Hours		\$0.00
					Total \$0.00	Men	Hours		\$0.00
					Total \$0.00	Men	Hours		\$0.00

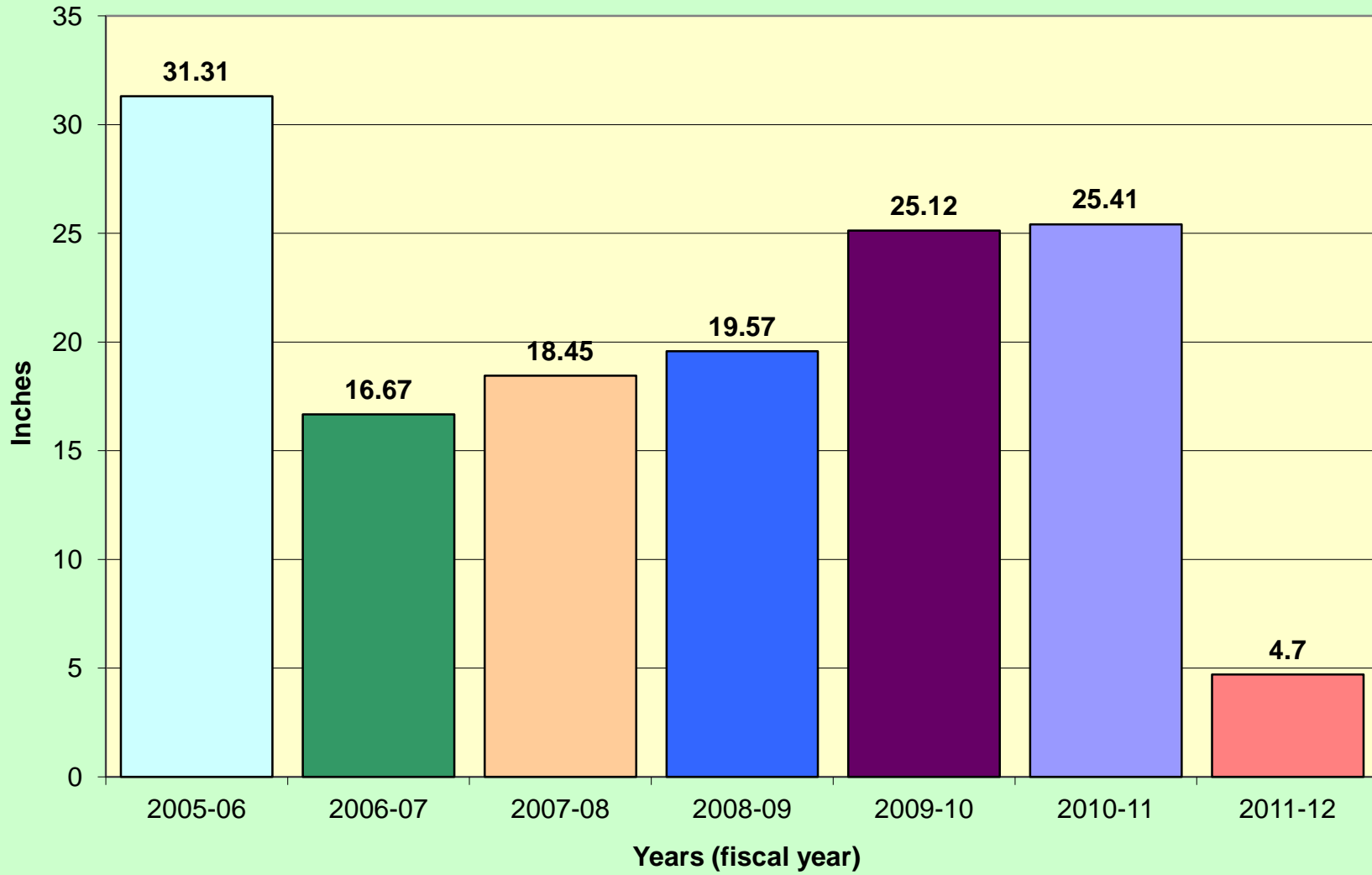
staff \$50/hr
dumptruck \$50/hr
backhoe \$50/hr
service truck \$50/hr
pickup truck \$25/hr
supervisor truck \$25/hr
supvisor time \$75/hr

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

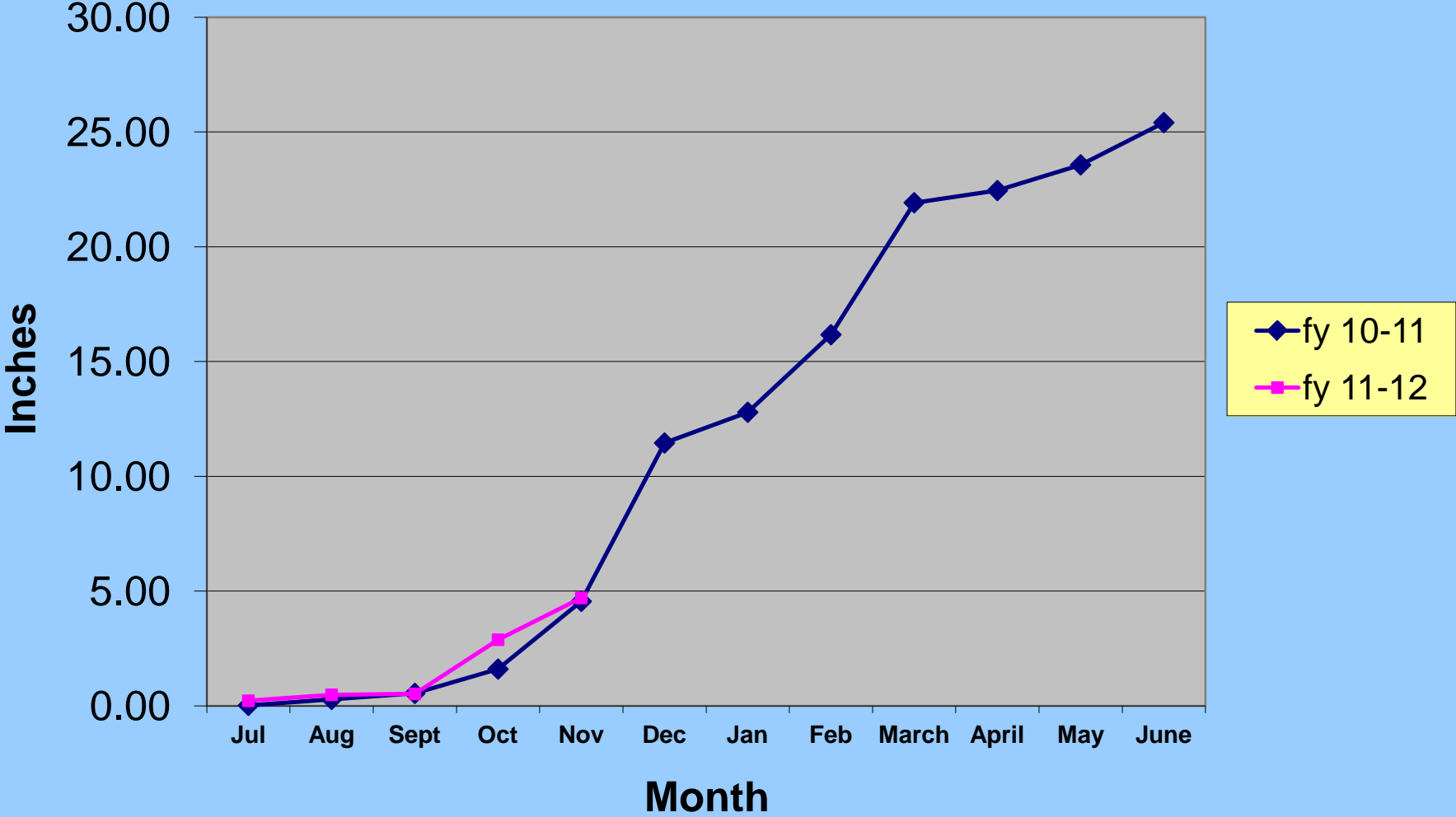
Total Person Hours 64 **Total Water Loss 0.0340 MG**

Rain Totals

October 2011



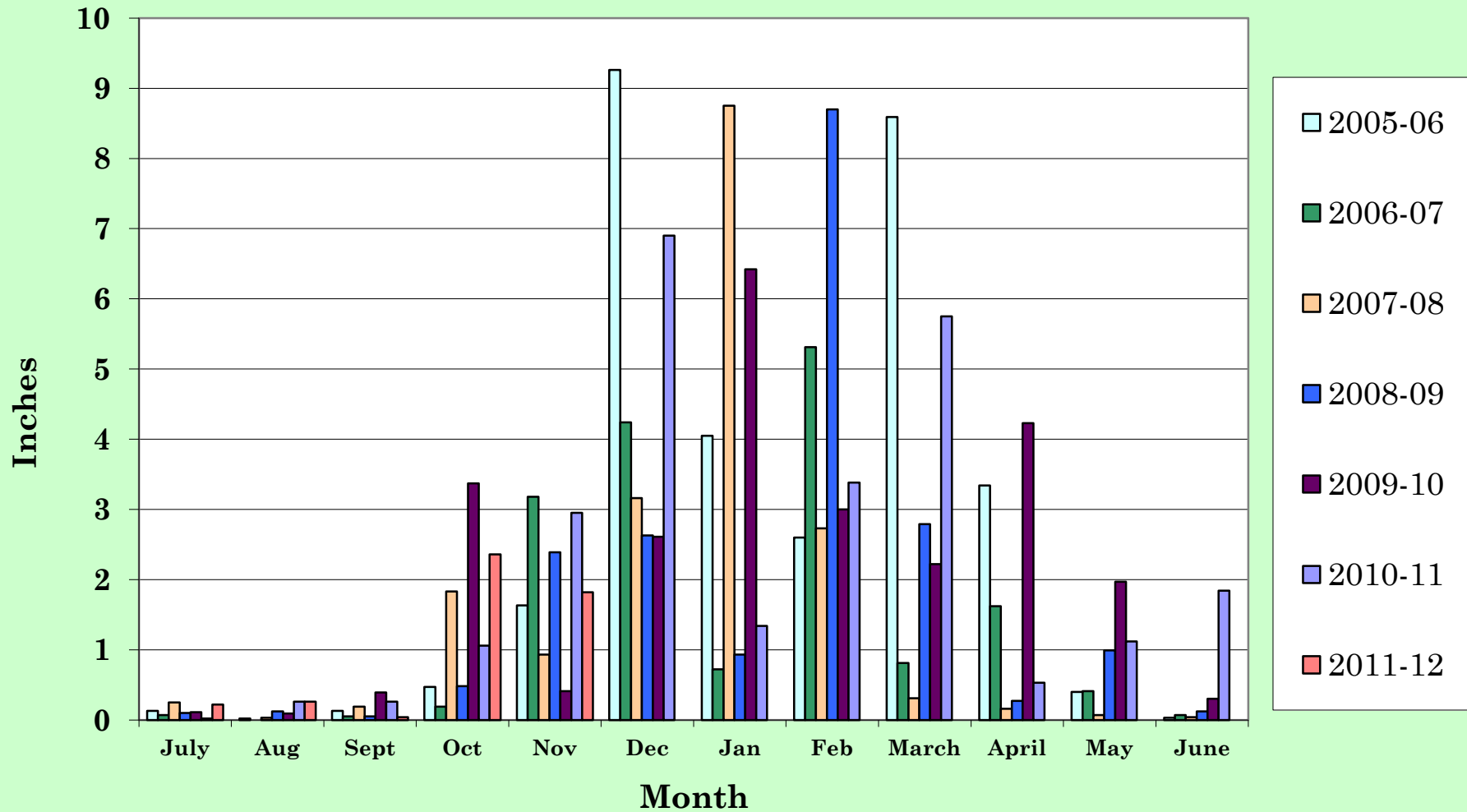
Rainfall Totals FY 2012



Coastside County Water District

Rainfall by Month

July '05 thru Jun '12



MONTHLY CLIMATOLOGICAL SUMMARY for NOV. 2011

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	54.6	70.0	12:30p	47.0	4:00a	5.7	0.3	0.02	1.8	21.0	11:00a	NNE
2												
3	53.1	63.1	11:30a	44.4	5:30a	10.4	0.0	0.06	1.1	12.0	1:00p	S
4	50.1	57.6	2:00p	42.8	12:00m	14.9	0.0	0.07	1.3	14.0	1:00p	WNW
5	53.3	61.8	12:30p	43.0	12:30a	11.7	0.0	0.35	1.8	17.0	7:00p	SE
6	51.8	59.7	3:30p	44.5	7:00a	13.2	0.0	0.01	0.9	12.0	8:00p	SW
7	49.3	57.7	2:30p	43.3	11:00p	15.7	0.0	0.01	0.7	9.0	2:00p	NNW
8	50.0	60.6	3:30p	40.2	6:30a	15.0	0.0	0.00	0.7	7.0	11:00a	NE
9	53.9	64.5	2:30p	45.5	12:00m	11.1	0.0	0.00	2.0	13.0	6:00a	NNE
10	51.3	62.7	3:00p	44.1	7:30a	13.7	0.0	0.00	0.8	13.0	2:30p	S
11	54.6	62.9	12:00p	43.6	2:00a	10.4	0.0	0.33	2.1	18.0	4:30a	ESE
12	54.2	62.5	2:00p	47.8	10:30p	10.8	0.0	0.01	2.0	14.0	1:30a	NNE
13	53.7	59.7	2:00p	47.3	2:30a	11.3	0.0	0.00	0.3	7.0	3:00p	SW
14	54.2	60.2	2:00p	45.3	12:00m	10.8	0.0	0.00	1.4	11.0	1:00p	SW
15	51.1	60.8	1:00p	44.6	2:00a	13.9	0.0	0.01	0.6	9.0	2:00p	N
16	51.0	60.9	1:00p	43.9	1:30a	14.0	0.0	0.01	0.3	6.0	2:30p	NNE
17	56.8	63.7	2:00p	50.4	12:30a	8.2	0.0	0.05	0.2	5.0	9:30a	SW
18	53.5	62.3	1:00p	45.1	12:00m	11.5	0.0	0.22	0.9	11.0	11:30a	S
19	49.2	57.5	2:30p	40.2	7:00a	15.8	0.0	0.36	2.2	23.0	10:30p	N
20	53.2	60.4	2:00p	49.6	11:30p	11.8	0.0	0.18	3.0	16.0	10:30a	ESE
21	51.1	61.2	2:30p	44.7	5:30a	13.9	0.0	0.01	1.1	10.0	12:30a	SSW
22	52.4	64.6	12:30p	44.0	2:30a	12.6	0.0	0.00	1.2	10.0	10:00a	S
23	56.9	63.4	1:00p	51.2	1:00a	8.1	0.0	0.00	3.6	22.0	11:30p	ESE
24	53.5	58.8	12:30p	43.5	12:00m	11.5	0.0	0.10	2.1	16.0	5:30a	S
25	52.9	61.8	12:30p	43.0	1:00a	12.1	0.0	0.00	1.1	15.0	10:00p	ENE
26	56.7	64.4	1:30p	50.4	7:30a	8.3	0.0	0.00	3.1	19.0	2:30p	N
27	55.8	65.0	1:30p	49.3	11:30p	9.2	0.0	0.00	1.8	17.0	3:00a	E
28	53.4	61.0	1:30p	45.9	4:30a	11.6	0.0	0.01	2.1	16.0	12:30p	N
29	50.8	59.9	1:00p	44.2	6:00a	14.2	0.0	0.01	0.6	9.0	11:00a	NE
30	56.3	65.5	3:30p	45.5	5:30a	8.7	0.0	0.00	5.4	27.0	8:00p	N

	53.1	70.0	1	40.2	8	340.1	0.3	1.82	1.6	27.0	30	N

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

Max Rain: 0.36 ON 11/19/11

Days of Rain: 10 (>.01 in) 5 (>.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 2011

J. Chester, A. Mazurkiewicz, & M. Tsang, November 4, 2011



New Treated Water Reservoir at Sunol Valley Water Treatment Plant. At completion the new reservoir will create a 17.5 million gallon circular balancing reservoir for treated water as it leaves the plant. Over 400,000 cubic yards of soil were excavated to make room for the new reservoir which when complete will make plant operations more efficient and provide improved water supply reliability after a major seismic event.

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

Table 1 Current Storage As of November 1, 2011							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	317,333		340,830		23,497		93.1%
Cherry ^{2/}	257,208		268,810		11,602		95.7%
Lake Eleanor ^{3/}	5,682		21,495		15,813		26.4%
Water Bank	558,245		570,000		11,755		97.9%
Tuolumne Storage	1,138,468		1,201,135		62,667		94.8%
Local Bay Area Storage							
Calaveras ^{4/}	32,172	10,483	96,824	31,550	64,652	21,067	33.2%
San Antonio	49,692	16,192	50,496	16,454	804	262	98.4%
Crystal Springs	49,550	16,146	58,377	19,022	8,826	2,876	84.9%
San Andreas	15,858	5,167	18,996	6,190	3,139	1,023	83.5%
Pilarcitos	2,143	698	2,995	976	851	277	71.6%
Total Local Storage	149,415	48,686	227,688	74,192	78,273	25,505	65.6%
Total System	1,287,883		1,428,822		140,940		90.1%

^{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.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: An early month storm event in October brought the six-station precipitation index to 2.10 inches, or 113.4% of the average index for the month.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2012 is 2.10 inches, which is 113% of the average annual water year total, or 5.9% of the average annual-to-date. Hetch Hetchy received 2.34 inches of precipitation in October 2011. The Hetch Hetchy gauge is shown in Figure 1 in red.

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

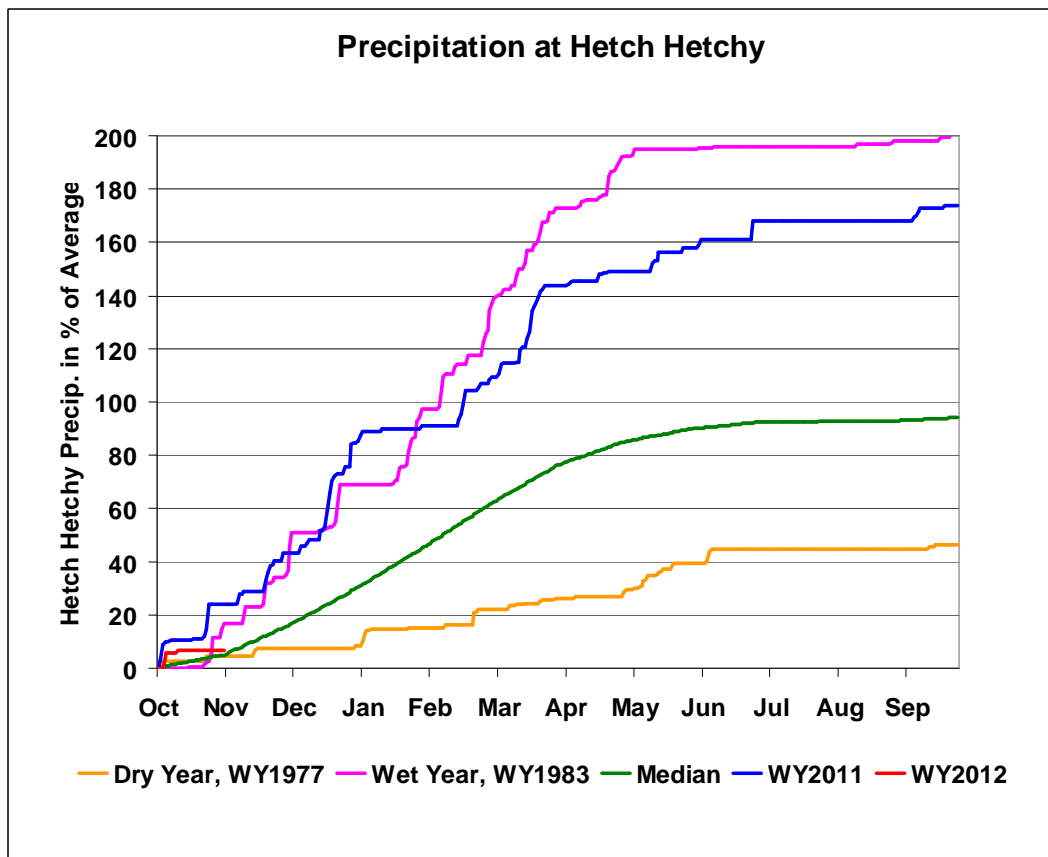


Figure 1: Water year 2012 cumulative precipitation received at Hetch Hetchy Reservoir through October 31st, 2011. Precipitation at the Hetch Hetchy gage for wet, dry, median, and WY 2010 are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of October 31st is summarized below in Table 2. The early month rain event and high basin moisture maintained higher than average inflows to all reservoirs.

	October 2011				October 1, 2010 through October 31, 2011			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	16,011	3,181	6,024	265.8%	16,011	3,181	6,024	265.8%
Inflow to Cherry Reservoir and Lake Eleanor	12,639	2,329	5,290	238.9%	12,639	2,329	5,290	238.9%
Tuolumne River at La Grange	38,857	10,351	16,924	229.6%	38,857	10,351	16,924	229.6%
Water Available to the City	0	0	1,979	0.0%	0	0	1,979	0.0%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in October totaled 26,061 acre-feet which met SJPL deliveries and fisheries releases.

A total of 3,358 acre-feet of power draft was made at Cherry Reservoir to manage reservoir elevation and to support the City's Municipal load, District Class 1, other loads or accounts, and sales. A total of 8,787 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir to maintain a high elevation at Cherry Reservoir and to lower Lake Eleanor for scheduled maintenance. Lake Eleanor is being drained for the maintenance and is expected to be at dead storage by the second week of November.

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant average rate for the month was 14 MGD. The Harry Tracy Water Treatment Plant rate averaged 16 MGD.

Local System Water Delivery

The average water delivery rate for the month was 217 MGD, a decrease of 15% compared to the September rate of 255 MGD. The lower October delivery rates signal the beginning of the seasonal decrease in overall water consumption.

Local Precipitation

The new water year got off to a wet start as an early and seasonably potent Pacific weather system that dropped an average of 1.84 inches of precipitation across the local watersheds (as measured at the three reservoir rain gauges). Dry and seasonable conditions returned for the remainder of the month. The October rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date ⁷ (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	2.81	125 %	2.81	125 %
Lower Crystal Springs	1.29	88 %	1.29	88 %
Calaveras	1.42	128 %	1.42	128 %

⁷ WY 2012: Oct. 2011 through Sep. 2012

Snowmelt and Water Supply

The first week of October brought the first snowfall event to the Sierras. Snow was observed at elevations as low as 4500 feet. At the high elevations up to two feet accumulated. This snow melted throughout the month and maintained relatively high streamflows for the month of October. Due to these flows and the lack of water supply demand, Hetch Hetchy Reservoir remains relatively high.

Weather forecasts for the early portion of November show the possibility of a change in pattern, with the possibility of precipitation events. While no significant events are forecasted, it is nearing the season of storms and snowfall. Cool temperatures are also forecasted throughout the first

portion of the month. The National Weather Service’s Climate Prediction Center’s forecast is for equal chance of above or below precipitation in the three-month outlook.

Due to flows remaining below the Districts’ entitlements no water became available to the City in September, which is typical in early fall.

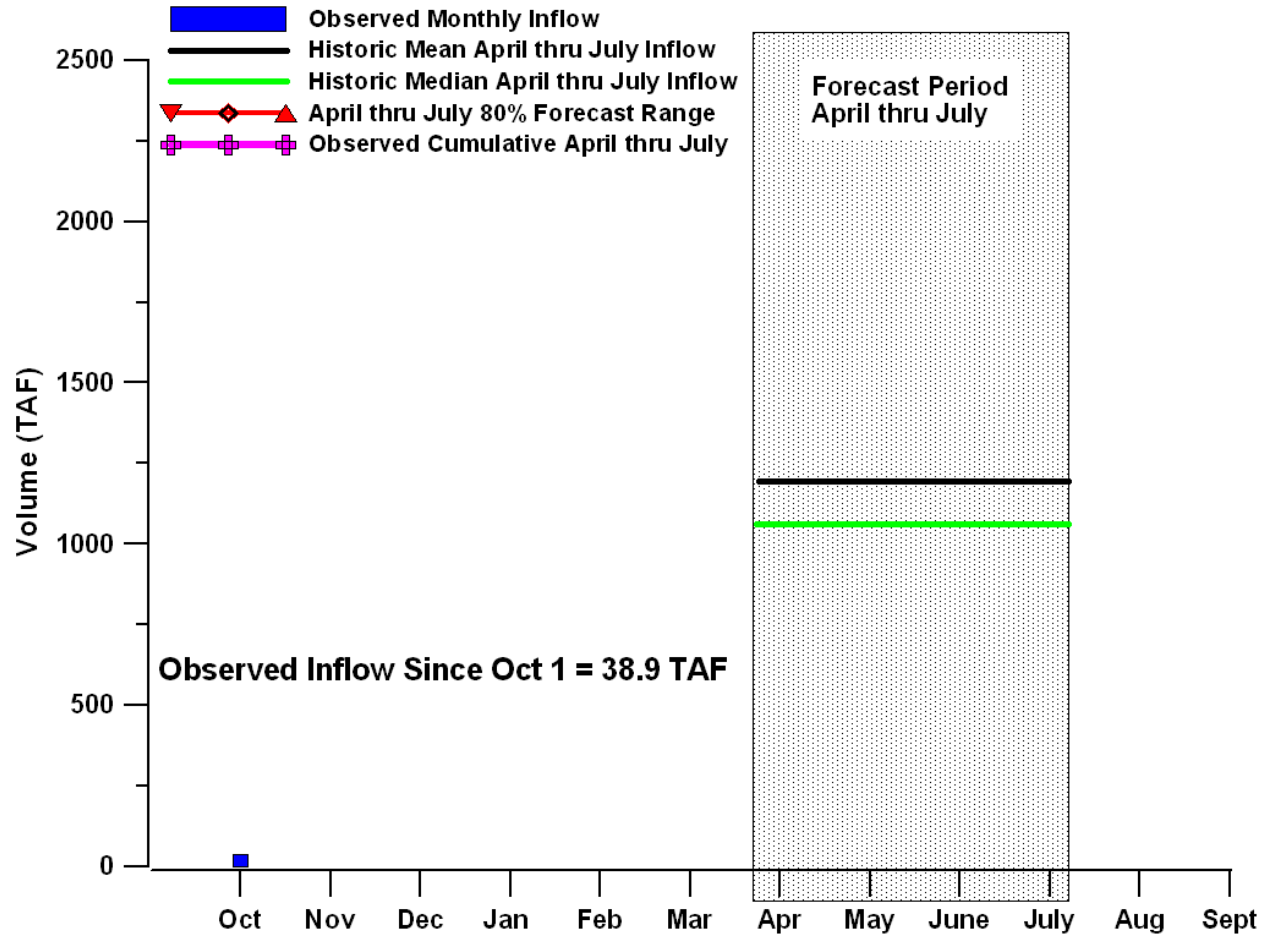
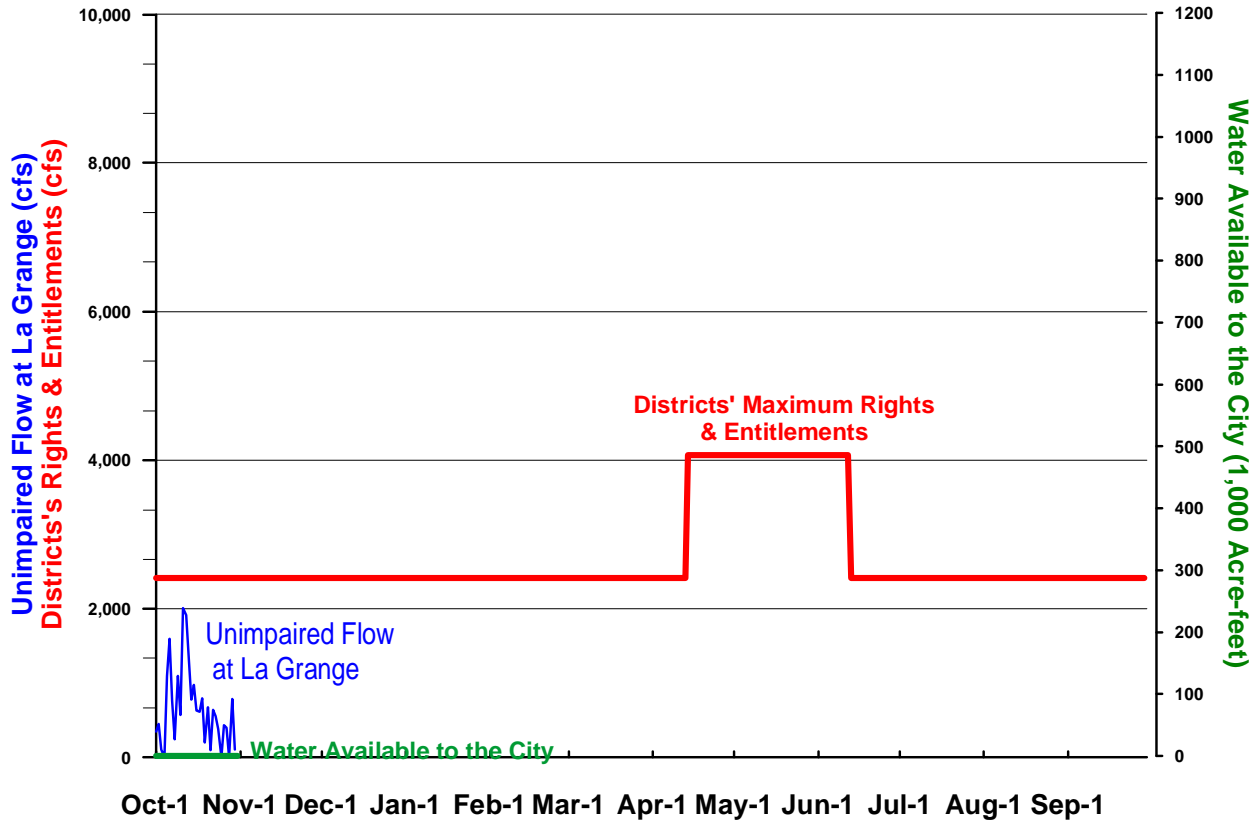


Figure 2: Water Year conditions for the Tuolumne River at La Grange .

Unimpaired Flow at La Grange & Water Available to the City



Water Year 2012

Figure 3: 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 the period from October 1st, 2011 through October 31st, 2011.

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

San Francisco Public Utilities Commission Hydrological Conditions Report For November 2011

J. Chester, A. Mazurkiewicz, & M. Tsang, December 6, 2011



Priest Regulating Reservoir (the present (above picture) and 1925 (lower picture)) functions as the forebay to Moccasin Powerhouse. Water is delivered to Priest via Mountain tunnel. The water is stored here temporarily and is used as an operational tool to meet varying powerhouse generation schedules.

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

Table 1 Current Storage As of December 1, 2011							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	299,950		340,830		40,880		88.0%
Cherry ^{2/}	248,658		268,810		20,152		92.5%
Lake Eleanor ^{3/}	1,189		21,495		20,306		5.5%
Water Bank	570,000		570,000		0		100.0%
Tuolumne Storage	1,119,797		1,201,135		81,338		93.2%
Local Bay Area Storage							
Calaveras ^{4/}	31,685	10,325	96,824	31,550	65,139	21,225	32.7%
San Antonio	47,008	15,318	50,496	16,454	3,488	1,137	93.1%
Crystal Springs	47,943	15,622	58,377	19,022	10,433	3,400	82.1%
San Andreas	15,357	5,004	18,996	6,190	3,639	1,186	80.8%
Pilarcitos	2,025	660	2,995	976	970	316	67.6%
Total Local Storage	144,018	47,929	227,688	74,192	83,670	27,264	63.3%
Total System	1,263,815		1,428,823		165,008		88.5%

^{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.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The November six-station precipitation index is 1.39 inch, or 33.8% of the average index for the month.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2012 is 3.49 inches, which is 9.8% of the average annual water year total, or 57.9% of the average annual-to-date. Hetch Hetchy received 1.82 inch of precipitation in November. The Hetch Hetchy gauge is shown in Figure 1 in red.

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

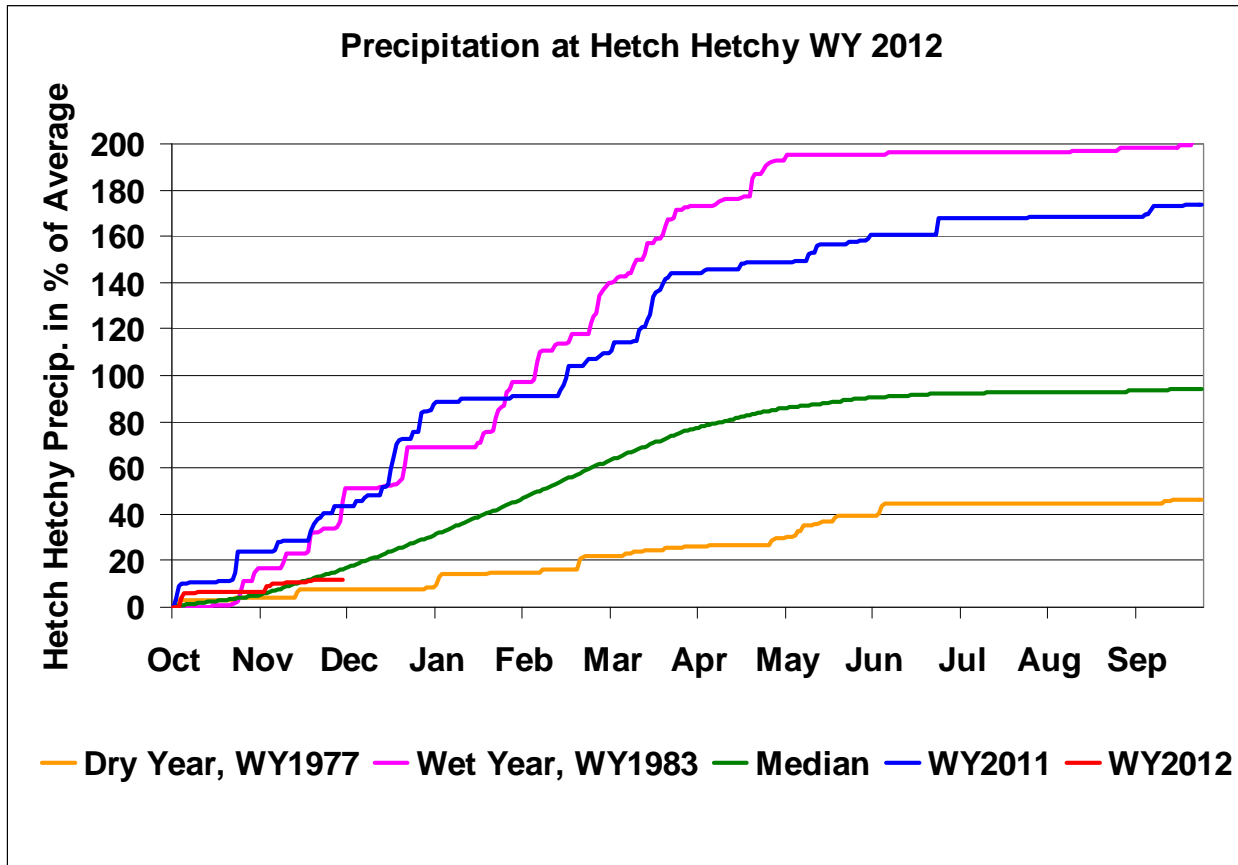


Figure 1: Water year 2012 cumulative precipitation received at Hetch Hetchy Reservoir through November 30th, 2011. Precipitation at the Hetch Hetchy gage for wet, dry, median, and WY 2011 are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of November 30th is summarized below in Table 2. The below normal precipitation and cool temperatures have kept inflows below average conditions.

	November 2011				October 1, 2011 through November 30, 2011			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	6,772	5,976	13,711	49.4%	22,783	10,442	19,735	115.4%
Inflow to Cherry Reservoir and Lake Eleanor	5,191	7,439	15,774	32.9%	17,830	11,983	21,064	84.6%
Tuolumne River at La Grange	17,152	21,393	45,630	37.6%	56,009	39,104	62,555	89.5%
Water Available to the City	0	0	13,353	0.0%	0	0	15,333	0.0%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in November totaled 24,595 acre-feet which met SJPL deliveries and fisheries releases. During the month of December and into early January, a shutdown is scheduled for facility maintenance, inspections and improvements.

A total of 11,262 acre-feet of power draft was made at Cherry Reservoir to manage reservoir elevation and to support the City's Municipal load, District Class 1, other loads or accounts, and sales. 153 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir in November. Lake Eleanor was drained to dead storage by mid-month for required maintenance work. The work has been completed and Lake Eleanor is currently filling.

Local System Treatment Plant Production

The Sunol Valley Water Treatment Plant average rate for the month was 39 MGD. The Harry Tracy Water Treatment Plant rate averaged 35 MGD.

Local System Water Delivery

The expected seasonal decrease in water consumption was evident in November as the water delivery rate for the month was 187 MGD, a decrease of approximately 14 % compared to the October rate of 217 MGD.

Local Precipitation

The wet start to the water year has dried out as we move into December. Precipitation across the local watersheds was below average for the month as well as for the year-to-date totals. The November rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date ⁷ (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	2.24	47 %	5.05	72 %
Lower Crystal Springs	2.70	79 %	3.99	82 %
Calaveras	1.39	52 %	2.81	75 %

⁷ WY 2012: Oct. 2011 through Sep. 2012

Snowmelt and Water Supply

The outlook for possible storm systems in November faded throughout the month as offshore high pressure set up a blocking pattern. Overall, system storage is above normal due to high carryover conditions from water year 2011. Some minor precipitation events have accumulated a thin snow cover in the Sierras while we are waiting for winter storms to begin rolling in.

The beginning of December brought a significant wind event to the region. High winds caused power transmission issues across the Sierra. In the wake of the event the region has been left with cool temperatures and clear skies. Daytime high temperatures during the first week of December have been 20° F cooler in the high country as compared to the last week in November. The climate forecast for the region is for equal chance for above or below normal precipitation for the

next 3 months.

Currently San Joaquin pipeline deliveries have been paused for the scheduled shutdown during January and February. Inspections, maintenance and improvements will take place along the transmission system.

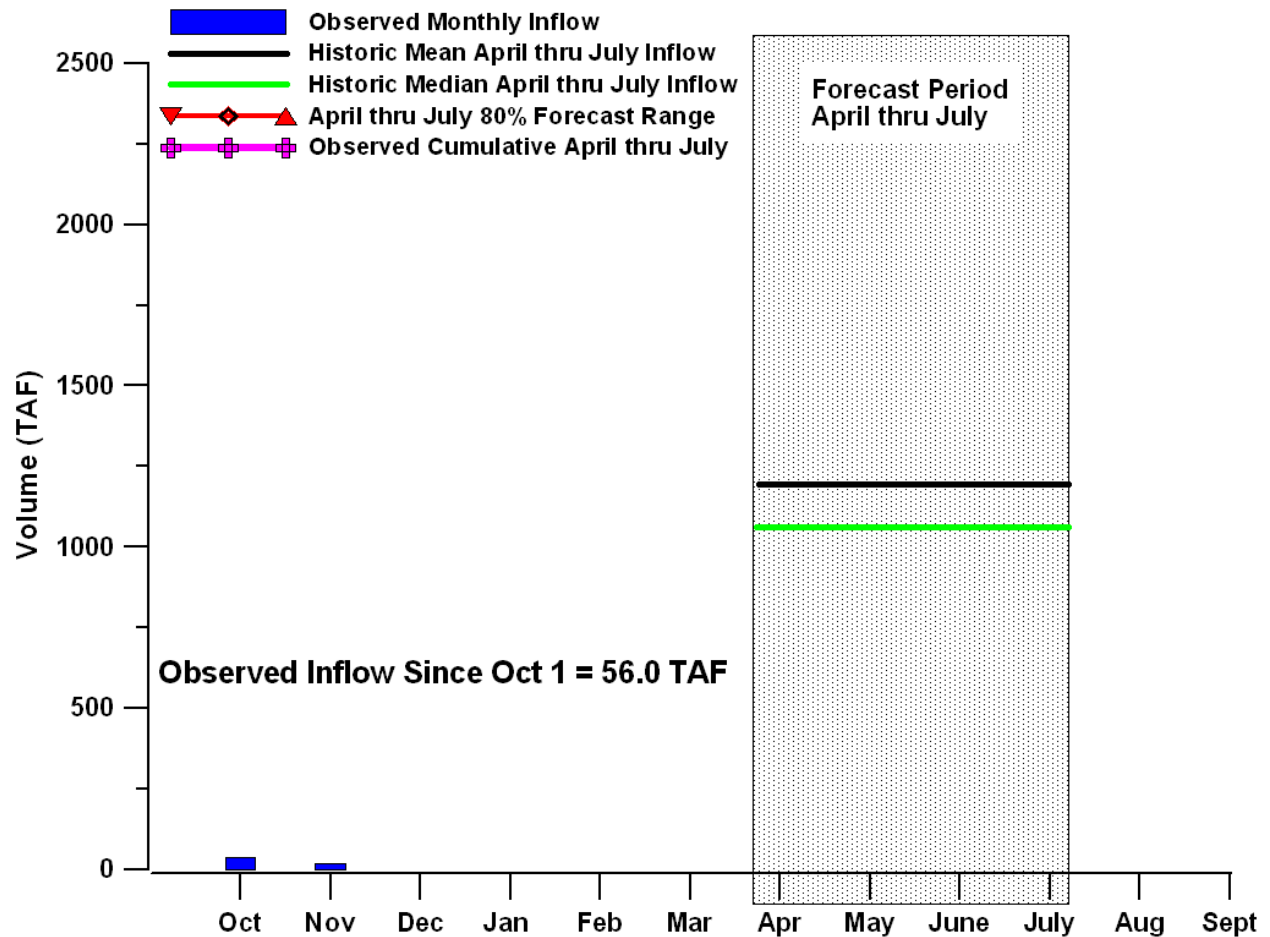
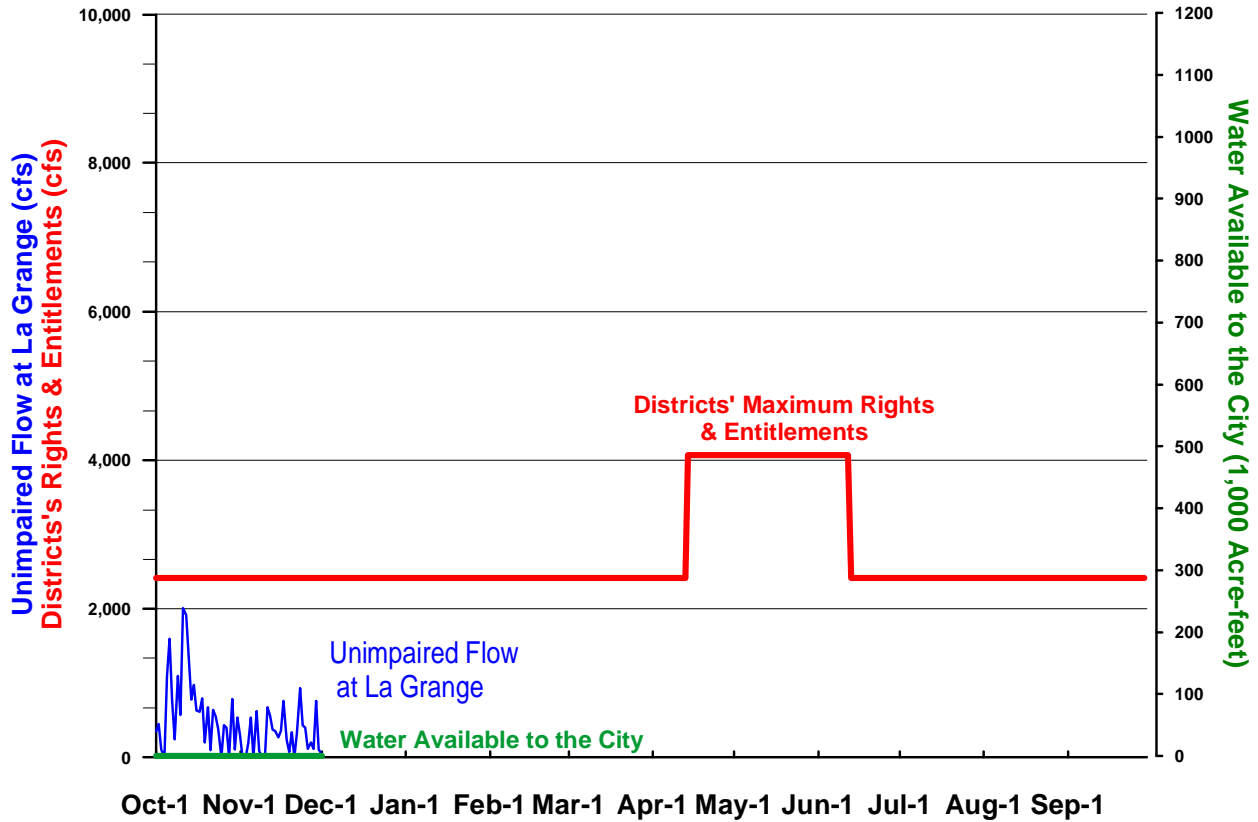


Figure 2: Water Year conditions for the Tuolumne River at La Grange.

Due to typical low flows during the fall and a relatively dry November, no water became available to the City in November. Total water that was available to the City for water year 2012 remained zero acre-feet (Figure 3).

Unimpaired Flow at La Grange & Water Available to the City



Water Year 2012

Figure 3: 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 the period from October 1st, 2011 through November 30th, 2011.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: December 13, 2011

Date: December 6, 2011

Subject: Notice of Completion - Pilarcitos Canyon Blending Station Power Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Pilarcitos Canyon Blending Station Power 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 Dal Porto Electric on July 13, 2011 for the Pilarcitos Canyon Blending Station Power Project.

The work consisted of procuring materials, pulling wire, assembling and installing panels and terminals as needed. The work is located within property owned by the District in Pilarcitos Creek, off of Pilarcitos Creek Road, 1.25 miles North of Highway 92, Half Moon Bay, California (Assessor Parcel Number 056-370-080).

The project was completed on November 30, 2011. 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 30th day of November, 2011 there was completed upon the hereinafter described real property a work of improvement as a whole named Pilarcitos Canyon Blending Station Power Project, consisting of procuring materials, pulling wire, assembling and installing panels and terminals as needed.

4. The name of the original contractor for the work of improvement as a whole was: Dal Porto Electric, P. O. Box 66, Half Moon Bay, CA 94019.

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

The work is located within property owned by the District in Pilarcitos Creek, off of Pilarcitos Creek Road, 1.25 miles North of Highway 92, Half Moon Bay, California (Assessor Parcel Number 056-370-080).

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 December 13, 2011, 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: December 13, 2011

Report

Date: December 7, 2011

Subject: Award of Contract for Control Systems Programming, Software and Services for the Denniston Water Treatment Plant Improvements Project

Recommendation:

Authorize staff to execute a professional services agreement with Calcon Systems, Inc. for control systems programming, software, and services for the Denniston Creek Water Treatment Plant Improvements Project for the lump-sum cost of \$82,330.

Background:

Project documents for the Denniston Creek Water Treatment Plant Improvements Project (Project) specify that the District, rather than the construction contractor, is responsible for providing certain programming of the plant's programmable logic controllers (PLCs) and of the operator interface systems through which the operators communicate with the PLCs and control the plant. Staff developed a Request for Proposals (Attachment A) for this work and invited two firms, Calcon Systems and Tesco Controls, to submit proposals. Calcon performed similar work on the recently completed Nunes Short-Term Improvements Project. Tesco is a Project subcontractor responsible for providing PLCs and control panels. Both firms are experienced and well qualified to provide these services, which require close cooperation with District operations staff, the contractor, the design engineer, and the construction manager.

Lump-sum bids received for the work were as follows:

Calcon Systems	\$82,330
Tesco	\$147,443

Both bids were substantially lower than the engineer's estimate of \$250,000.

Staff recommends that the contract be awarded to Calcon. Attachment B presents the Calcon proposal.

Fiscal Impact:

Cost of \$82,330, included in Denniston Project budget.

**REQUEST FOR PROPOSAL
FOR PROGRAMMABLE LOGIC CONTROLLER AND
SUPERVISORY CONTROL AND DATA ACQUISITION PROGRAMMING,
SOFTWARE AND SERVICES FOR THE DENNISTON CREEK WATER
TREATMENT PLANT IMPROVEMENT PROJECT**

The Coastside County Water District (“CCWD”) is requesting a Proposal for a System Integrator (“SI”) to provide programmable logic controller (“PLC”) and supervisory control and data acquisition programming (“SCADA”) programming services and software for the Denniston Creek Water Treatment Plant (“DCWTP”) Improvement Project (“Project”). The Proposal shall be submitted to:

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

Proposals are due by **5:00 pm on December 6, 2011.**

1.0 INTRODUCTION

1.1 Project Description

The DCWTP, completed in 1972, currently has a direct filtration treatment process with a design capacity of 1.5 MGD. Plant flow rates and annual production have been limited, however, due to the plant’s inability to treat higher turbidity raw water typical of winter flows in Denniston Creek. An order of the California Department of Public Health prohibits operation at raw water turbidities greater than 20 NTU. The main focus of the CCWD’s on-going Project is to provide a new pretreatment process to allow CCWD to operate the DCWTP at design flow rates and under a wider range of raw water conditions. The Project also includes upgraded washwater and solids handling facilities, new chemical storage and feed facilities, and improvements to electrical and control systems at the DCWTP as well as improvements to the nearby Denniston Creek Pump Station (“DCPS”).

CCWD has entered into a contract with Anderson Pacific Engineering Construction, Inc. (“Contractor”) to implement the Project in accordance with the Project Contract Documents dated August 2011. Erler and Kalinowski, Inc. (“EKI”) is CCWD’s Construction Manager. Kennedy/Jenks Consultants is the Design Engineer. The required substantial completion date for the Project is October 1, 2012 so that CCWD can use the new facilities for the 2012-2013 wet season.

The Project includes the following major work items:

- Installation of new equipment and facilities including:

- Rapid Mixer;
- Two pressure-vessel contact clarifier (pre-treatment) units, including associated air wash blowers, and a pre-treatment control system (PLC, software, and programming by vendor);
- One contact clarifier washwater supply tank;
- Two washwater recovery (“WWR”) clarifier-thickener basins, associated Spent Washwater Pump Station;
- One sludge scraper for WWR Basin No. 2;
- Two sludge drying beds and Decant Pump Station;
- Two vertical turbine pumps and variable speed drive motor control center at the DCPS;
- On-site sodium hypochlorite generator, storage tank and metering pumps, including integral control system PLC ;
- Five chemical systems with storage tank(s) and metering pump(s);
- Instrumentation
- Modification of all existing chemical feed and storage systems;
- Modifications to existing Filter Building to accommodate portions of the new equipment;
- Associated site work including demolition, grading, new walkways, fencing, water system piping, electrical and instrumentation work, and painting.

The existing DCWTP and nearby DCPS facilities will be integrated with the Project facilities.

1.2 Available Information

Copies of the Conformed Contract Documents in PDF format are included with the compact disc as Attachment A.

2.0 PROPOSAL FOR PLC AND SCADA SOFTWARE AND PROGRAMMING SERVICES

Proposals submitted in response to this RFP shall conform to the requirements of this Section.

2.1 Scope of Work

Generally, the System Integrator (SI) shall be responsible for all programming described in Appendix B of Section 17330 of the Contract Documents plus integrating the existing filter backwash and operation controls, the controls included in Roberts Filter Groups’ PLC and the on-site Hypochlorite supplier’s PLC, as well as any other programming work required to provide a complete and functional system. PLCs and SCADA hardware will be provided by the Contractor.

At a minimum, the functionality and screens shall match the existing SCADA in operation at CCWD's Nunes Water Treatment Plant (WTP). Any firm submitting a proposal in response to the RFP shall schedule a site visit with CCWD staff to inspect and observe the existing SCADA system in place at the Nunes WTP.

The SI shall participate in field startup and testing of the PLC/ SCADA system and shall coordinate work with the DCWTP Improvements Project Contractor.

The following paragraphs provide the minimum scope of work. Additional scope items that the SI believes may be necessary should be included in the proposal.

Task 1 - Kickoff Meeting

The SI shall attend a kickoff meeting attended by CCWD, EKI, Contractor, and Design Engineer. The purpose of the kickoff meeting includes but is not limited to review the SI's scope of work, discuss interface points between the Contractor's scope of work and the SI's scope of work, review the Project schedule, and other pertinent information. EKI will schedule the meeting and provide the SI with a draft meeting agenda for review and comment.

Task 2 - Coordination

Throughout the duration of the SI's services, EKI will be the SI's primary point of contact. SI will include coordination budget for conference calls with the Project team as well as in-person meetings at the Project location. The purpose of this coordination task is to promote continued communication between all of CCWD's contractors throughout the Project duration and identify potential coordination issues early in the process.

- The SI shall coordinate the integration of systems provided by vendors and shall allow at least 16 hours of coordination meetings with the vendor.
- The SI shall coordinate field startup and testing with the Contractor and EKI.

Task 3 – Software and Programming

The following are the general software and programming tasks anticipated:

Denniston WTP SCADA System

1. Provide SCADA System Software
 - a. Citect SCADA
 - i. Runtime key with capacity for a minimum 100 additional I/O tags
 - ii. Development mode included.
 - iii. PLC drivers included.
 - b. SCADAAlarm – Alarm dial-out and annunciation software.
 - c. RealVNC – Remote access and administration software.

- d. FireDaemon – Windows Service Manager.

Denniston WTP and DCPS PLC Programming

Provide all programming and systems integration necessary to complete an integrated and fully functional system, including:

2. Programming of new PLC's as described in Appendix B of Section 17330, plus transferring the existing filter controls, and integrating the pretreatment and filter controls with the WWR System, integrating the hypochlorite system PLC:
 - a. Tag Database Configuration and Documentation
 - b. Control Logic Programming
 - c. Setup and testing of Alarms, Totalizers, and Runtimes
 - d. Instrumentation Signal Scaling
 - e. Functional Analysis Testing
 - f. System Network and Communications Setup
 - g. Ladder Logic Documentation
3. Programming of controls for existing filters in PLC 1 (control strategy specification to be provided by District).
4. Integrating pretreatment and filter controls with the WWR system.
5. Networking PLC's 2, 3, and 4 with PLC 1 to integrate and coordinate control of all plant systems.

Operator Interface and SCADA Programming

6. Provide displays and programming of the SCADA computer and Operator Interfaces (touch screens) for each remote control panel identified in the Contract Documents. Appearance and function of SCADA and Operator Interface displays shall be consistent with those in use at the Nunes WTP.
 - a. Tag Database Configuration and Documentation
 - i. Local System Screens Setup
 - ii. System Overview with navigation icons
 - iii. Process displays based on drawings. These shall include at least 25 screens excluding control icons, popups or trends
 - iv. Control Set Points
 - v. Alarm Set Points
 - vi. Process trends both real time and historical
 - vii. Totalizers
 - viii. Equipment ETMs (hour meters)
 - ix. Alarm Summary
 - x. Alarm History
 - xi. Historical data storage and reports
 - xii. Password Protection for Set Points

b. Documentation

Testing, Verification and Startup

The SI shall provide the following service:

7. Field Testing and Startup: the SI shall participate in PLC/SCADA system testing and startup. The SI shall prepare a field check list with signoff for all PLC/SCADA systems including control strategies. The SI shall retest any system when necessary in compliance with Project Documents. All testing shall be coordinated with EKI and Contractor including vendors.

System Training

8. Training for CCWD staff
 - a. SCADA Computer Demonstration and Training
 - b. SCADA Alarm Demonstration and Training
 - c. Operator Interface Demonstration and Training

Onsite Services and Warranty Service

9. Provide as-needed on site troubleshooting/programming services to incorporate CCWD comments during the Contractor's 30-day Startup period.
10. For 180 days following the end of the Contractor's 30-day Startup period, provide same-day, on-site service as necessary to troubleshoot and repair any problems related SI's work under this contract.

Submittals

The SI shall provide 2 paper copies and one electronic copy of the following submittals

1. Implementation Schedule including critical milestones
2. SCADA/HMI screen layouts.
3. PLC program documentation in pdf format
4. Field Test Plan

Deliverables

All programs and source code prepared by SI under this project shall be the property of the District, shall be considered deliverables and shall be provided to the District in electronic format.

2.2 Proposal Contents

The proposal should include the following components. The *suggested* maximum number of pages is also specified for each component. It is not expected nor desired that the SI will submit proposals containing the maximum number of pages.

- Cover letter, to include proposed lump-sum cost. (1 page).
- Statement of Qualifications (5 pages max.) - Provide a summary of firm's information, direct work experience for projects of similar scope and complexity, references for similar projects performed by key team members, and resumes of key team members.
- Project Approach (5 pages max.) - Identify management approach including relevant project issues.
- Scope of Work (5 pages max.) – Describe in detail the suggested scope of work that meets the general requirements identified in Section 2.1 of this RFP.
- Project Implementation Schedule indication tasks and milestones. The schedule shall be coordinated with the Contractor's construction schedule

2.3 Cost Proposal

The lump-sum cost proposal for software and programming services shall be stated in SI's cover letter. The total proposed lump-sum cost shall include all labor, materials, taxes, insurance, bonds, subcontractor costs, overhead and profit, and all other costs and expenses incurred by SI.

3.0 GENERAL REQUIREMENTS,

3.1 Agreement for Professional Services

The SI shall state its willingness to accept the terms and conditions in CCWD's standard Agreement for Professional Services attached as Attachment B. If necessary, provide suggested revisions to the standard agreement for CCWD's consideration. If no comments are made on the agreement, the CCWD will assume the SI will execute the agreement if selected to perform the work.

3.2 Project Management and Billings

During the course of the project and to support each and every invoice the SI shall furnish control reports that shall include the following:

- A narrative progress report of specific accomplishments during the reporting period.
- Information sufficient to document the estimated percentage of overall work completed used as the basis for the invoice.

- A description of problems encountered or anticipated and plans for resolution of problems.

Completed reports are to be submitted monthly together with invoice submittal.

3.3 Insurance Requirements

The selected SI will be required to furnish evidence of insurance in the amounts as listed in CCWD's standard agreement (Attachment B)

3.4 Consultant Selection Criteria

Selection will be based on the following evaluation criteria:

- a) Project understanding and scope of work
- b) Project manager's and SI's experience in similar projects.
- c) Proposed approach to completing the scope of work.
- d) Past performance on quality of work and meeting project schedule.
- e) Project staffing and firm's commitment to meet project schedule.
- f) Firm's demonstrated ability to provide responsive same-day, on-site service to troubleshoot problems related to SCADA and control systems.
- g) Proposed lump-sum price.

CCWD reserves the right to select any firm whose proposal CCWD, in its sole discretion, judges to be in the best interest of CCWD, or to reject all proposals.

3.5 SI Selection Schedule

The schedule for the proposal and SI selection is as follows:

Mandatory Pre-Proposal Conference	November 23, 2011, 10:00 am
Proposals Due	December 6, 2011, 5:00 pm
Award Contract	December 13, 2011
Notice to Proceed	December 27, 2011

3.6 Project Schedule

The schedule for implementing this work shall be coordinated with the Contractor's work in order to avoid any delays to Contractor's schedule. SI shall submit a detailed Implementation Schedule, including key milestones, no later than 21 days after receiving the Notice to Proceed.

3.7 Number of Proposals

One bound copy and one electronic copy (pdf) of the Proposal must be submitted by the date stated to:

David Dickson
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
ddickson@coastsidewater.org

ATTACHMENTS

Attachment A – DCWTP Improvements Project Contract Documents

Attachment B - CCWD Professional Services Agreement Form.

ATTACHMENT A

Denniston Creek Water Treatment Plant Improvement Project
Conformed Contract Documents, Dated August 2011
(PDF Format on Compact Disc)

ATTACHMENT B
Sample CCWD Contract Agreement Form



December 6, 2011

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

Attention: David R. Dickson
General Manager

Subject: **Denniston Creek Water Treatment Plant Improvement Project
PLC and SCADA Programming Services**

Mr. Dickson:

Calcon Systems is pleased to offer the Coastside County Water District this proposal for PLC and SCADA system programming services for the Denniston Creek Water Treatment Plant Improvement Project.

Calcon Systems is excited by the opportunity to continue our successful relationship with CCWD, and we feel we are the District's best choice for this project because:

- **We know your systems.** We recently programmed the PLCs and SCADA system at the Nunes Water Treatment Plant for the Nunes Short-term Improvements Project. We also installed and programmed the PLCs and HMI at the Crystal Springs Pump Station and Cahill tank, and have performed many other as-needed control system service and repair projects at the Denniston plant, Main St. office, and tank sites. We are very familiar with both the Nunes and Denniston treatment plants. We are even proficient in programming of, and have provided service and support for, the District's obsolete Rugid controllers.
- **We understand that CCWD desires continuity between the Nunes and Denniston plants.** Because we programmed the Nunes Water Treatment Plant SCADA system, we understand how important it is to CCWD staff that the operators are presented with the same look and feel when they move between the Nunes and Denniston treatment plants and interact with the two control systems. During the Nunes SCADA development process we forged an understanding of the requirements, requests, standards, likes and dislikes of your team and we believe we have an unmatched concern for and appreciation of what CCWD expects of the Denniston SCADA system.
- **We provide fast response whenever needed.** We have a proven track record of responding immediately, day or night, with on-site service when CCWD calls for emergency service. We are eager to serve the District, and strive to earn your future business with every opportunity you give us to work for you. Our office is located nearby in San Ramon and our proposed key team members live close to the District.
- **CCWD is an important reference for Calcon** and we are proud of the work we have performed for you over the last several years. We value CCWD as a customer and are committed to continuing to provide you the highest level of customer service.

We have thoroughly reviewed the Request for Proposal and Contract Documents for this project, and within this proposal we have included detailed information to assure you that we will supply all software



and services to provide a complete and functional system, and to guarantee you our mutual success in this project.

We are pleased to quote the following lump sum price for this project: \$ 82,330.00

Please note that this price includes all labor, travel, materials, software, taxes, insurance, warranty services, and other expenses to complete the project.

Thank you for the opportunity to provide this proposal to you, and we greatly appreciate being considered for this project. If you have any questions or concerns, please do not hesitate to contact me.

Best Regards,

Ryan Smith

Ryan Smith
Calcon Systems, Inc.
Cell (925) 570-5122
rsmith@calcon.com



Project Understanding

The Denniston Creek Water Treatment Plant was completed in 1972 and much of the plant control equipment is antiquated. The plant is a remote site for the CCWD operators (the Nunes treatment plant is staffed regularly) and currently has no on-site SCADA system for comprehensive remote or local control. The treatment plant cannot be reliably operated due to high raw water turbidity levels and an inability to treat water over 20 NTU.

Because of the District's need to draw more water from local sources and reduce dependency on SFPUC water from Crystal Springs Reservoir, the District has embarked on an upgrade of the Denniston treatment plant and pump station. The upgrade includes extensive process modifications including new pretreatment contact clarifiers, clarifier-thickener basins, five new chemical delivery systems, an on-site sodium hypochlorite generator, instrumentation, control panels, PLCs and SCADA hardware.

The upgrade to the Denniston treatment plant follows a successful upgrade in 2010 to the larger Nunes water treatment plant. The upgrade to the Nunes facility also included an upgrade from antiquated controls to a new, advanced SCADA and PLC system, which has brought higher plant reliability and assurance of safe water quality. State inspectors from the Department of Public Health praised the system after an inspection performed in January of 2011.

CCWD has required substantial completion of the Denniston Creek Water Treatment Plant project by October 1, 2012 because of the need to use the facility for the 2012-2013 wet weather season.

Project Approach

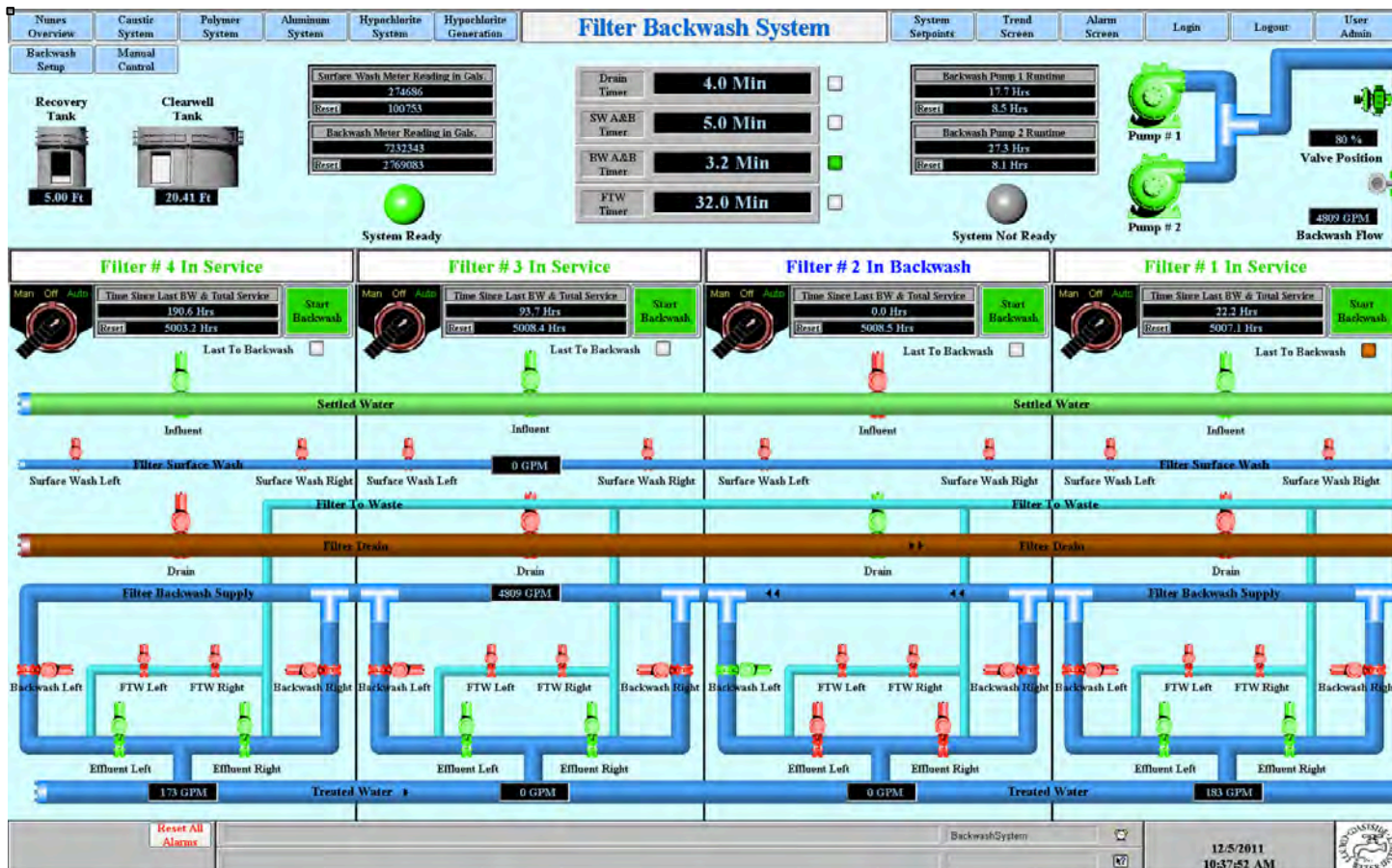
Because Calcon Systems provided the programming for the recent Nunes water treatment plant upgrade, we will match the "look and feel" of the new Denniston SCADA system to the Nunes system. We understand that CCWD plans, eventually, to move toward a SCADA system that incorporates all of the water distribution and treatment system sites into a comprehensive monitoring and control system that will allow operators to utilize the power of site-wide SCADA to effectively ensure reliable, quality water. Toward this aim, we know how crucial it is that the Denniston SCADA system be developed in such a way that the integration with the Nunes system can be achieved as easily and efficiently as possible through continuity in the underlying programming, scripting, tag names, and configuration settings. It is also critical that the same graphics, terminology, and functionality be identical to the Nunes system to make the system as intuitive as possible to all CCWD operators, to minimize any potential for error and to maximize safety.

It will be critical to successful project completion for the District's chosen System Integrator to be flexible both with schedule and with defined scope of work. Vendor-supplied packages, such as the Roberts Water Technologies contact clarifier package or the sodium hypochlorite system, require programming and configuration by the vendor, but there are times when vendor-supplied packages can hold-up a project because PLC or HMI configuration by the vendor, or some otherwise unforeseen issue, poses challenges for integration with the other PLCs. During the Nunes plant integration, we stepped in to help complete the programming for the sodium hypochlorite generator manufacturer at no charge to the District to ensure that the entire project could move on toward completion on schedule, and so that we could continue our work. Although we have no reason to believe the same issue would arise again during this project, we want to assure CCWD that we are flexible, and are willing to help as needed to successfully integrate all PLCs in this project into a fully functional system.

Filter Backwash Controls – The existing filter backwash controls will be integrated into the new PLC and SCADA system. We recognize, through our relationships with CCWD operators and our experience



developing the Nunes system, how important the filter backwash controls are and what functionality is expected by CCWD staff.



Nunes Plant Filter Backwash Controls Screen, by Calcon

For the Denniston plant, the filter backwash system will need to vary somewhat in operation from the backwash system at the Nunes plant. First, the Denniston plant utilizes gravity drain of backwash water from the treated water storage tank, where the Nunes plant has backwash pumps. The Nunes plant has a modulating control valve for the wash water flow, and we configured the plant PLC system to control this valve to ramp-up the flow rate of the backwash water to the filters. The Denniston plant utilizes a Cla-Val flow control valve for backwash flow control, which is manually adjustable and cannot be controlled by the PLC. We will configure the backwash flow control screens and PLC programming to be otherwise very similar to the Nunes plant backwash functionality.

The existing Rugid controller at Denniston is part of the District's site-wide, aging telemetry system. Monitoring and alarm signals from the Denniston plant are currently transmitted via a leased-line connection to the Main Street Office Rugid controller. The Main Street Rugid controller is connected to a telephone alarm dialer and SCADA system. Because of the changes to the Denniston treatment plant



controls, we anticipate changes will need to be made to the Denniston WTP Rugid controller to prevent false alarming due to removed signals. We will make programming changes to the Rugid controllers as part of this project to make sure that the upgraded controls, new PLCs, new SCADA system, and changed signal wiring to the existing Rugid do not cause alarming or control issues at the Main Street Office.

We understand your needs for this project and we are committed to successful completion on schedule. The project team will include the same key Calcon Systems team members that successfully carried out the Nunes SCADA project, the Main Street SCADA upgrade, the Crystal Springs projects and other important work for the District over the last several years.

Ryan Smith, Rudy Everett, and Jim Dvorak will be the key members dedicated to the project. Ryan, Rudy and Jim were the same team that worked on the Nunes PLC and SCADA integration project. As was successful for the Nunes project, we are proposing these same team members who know your facilities and have an excellent working relationship with CCWD staff. Résumés for our team members are included with this proposal, but we believe our team and track record our well known to the District through our project history together.

Jim Dvorak and Rudy Everett will work together on all aspects of the project, but Rudy will be the lead on development of the SCADA application, and Jim will lead on PLC development. Rudy and Ryan will interface with CCWD, EKI and the District's engineers to collaborate on milestones, scheduling, and fieldwork. It is important to us that we include CCWD in the process of development of the SCADA system interface to ensure that your operators and management are completely satisfied with the final project.

Project Implementation Schedule

If given the Notice to Proceed as the District's System Integrator for this project, Calcon will develop a schedule through coordination with CCWD, EKI, and the Engineer and the Contractor. Based on our understanding of the current schedule, we would anticipate beginning programming in early January and providing initial screen submittals by mid-February, but it is our absolute intention and guarantee that we will fit our schedule to the Project schedule, and meet the needs and requests of the District, the District's consultants and contractors.



Scope of Work

Calcon Systems will provide all software and services to provide a complete and functional system, including:

1. Provide SCADA System Software
 - CitectSCADA
 - Runtime license with minimum 100 additional spare I/O capacity.
 - Development mode included.
 - PLC drivers included.
 - SCADAlarm – Alarm dial-out and annunciation software.
 - RealVNC – Remote access and administration software.
 - FireDaemon – Windows Service Manager.
2. Programming and Testing
 - Tag database creation – I/O, Alarming and Trending Tags
 - System Screens

We will develop screens of the process systems based on the drawings, including:

 - System Overview Main Screen and Navigation
 - Pump Station
 - Influent
 - Wash Water Recovery System
 - Chemical Metering Systems (each)
 - Storage Tank
 - Equipment ETMs (hour meters)
 - Flow Totalizers
 - Set Points and Settings
 - Alarm Summary
 - Alarm History
 - Process Trends – Process Analyst and historical/real-time trending
 - Screen Index
 - Legend and Help Screens
 - Administrator Login Setup
 - Set points and settings can be password protected by administrators (i.e. Plant Supervisor) to avoid operator error or unauthorized changes to plant settings.
 - We will transfer all of the administrator login settings from the Nunes SCADA system so that the logins for the operators match existing at Nunes.
 - Setup of SCADAlarm Software Alarm Dialer.
 - We will configure all alarm-annunciation settings for the alarms, demonstrate to CCWD representatives for approval, and test all alarm dial-out functionality.
 - SCADAlarm functionality will match the Nunes system, including acknowledge codes entered by the operators.
 - Installation, testing and operational verification.
 - Documented testing of each alarm.
3. PLC Programming

Programming of new PLCs PLC-1 and PLC-4, integration of PLC-2 and PLC-3

 - Tag database configuration and documentation
 - Control logic programming
 - Setup and testing of alarms, totalizers, and runtimes
 - Instrumentation signal scaling
 - Functional Analysis Testing
 - System Ethernet network and communications setup



- Ladder logic documentation
 - Filter backwash controls, to match the Nunes backwash controls (to the extent possible with the differences of equipment)
 - Integration of pretreatment, filtration, and WWR controls
 - Integration of pump station controls
 - Configuration of the existing serial radio modem pair, which provides connectivity between the treatment plant and the pump station
 - Serial communication programming for treatment plant PLC to pump station PLC
4. Operator Interface Programming
- Programming of Operator Interfaces (touch screens) for each (PLC-1 HMI and PLC-4 HMI)
- Tag Database Configuration and Documentation
 - Local System Screens, for example:
 - System Overview
 - Control Set Points
 - Alarm Set Points
 - Totalizers
 - Equipment ETMs (hour meters)
 - Alarm Summary
 - Alarm History
 - Password Protection for Set Points
 - Other screens as applicable/requested
 - Documentation
5. Rigid Programming
- Calcon will modify the existing Rigid controller programming as necessary to prevent false and any other issues with the communication to the existing Main Street Office controller network when the new controls are put in place.
6. System Training for CCWD staff
- SCADA Computer Demonstration and Training
 - SCADA Alarm Demonstration and Training
 - Operator Interface Demonstration and Training
7. Testing, Verification, and Startup
- PLC/SCADA testing
 - Development of field-checklist with signoff for all PLC/SCADA systems including control strategies
 - Retesting as necessary to meet with CCWD or designated representative's approval
8. Warranty Service
- Calcon Systems will provide as-needed on-site troubleshooting/programming services to incorporate CCWD comments during the Contractor's 30-day Startup period.
 - For one-year following the end of the Contractor's 30-day Startup period, Calcon Systems will provide on-site service as necessary to troubleshoot and repair any problems related to our work under this contract.
9. Submittals
- Calcon Systems will provide 2 paper copies and one electronic copy of the following submittals:
 1. Implementation Schedule including critical milestones
 2. SCADA/HMI screen layouts
 3. PLC program documentation in PDF format
 4. Field Test Plan
10. Deliverables
- Software CDs



- Program backup files of completed PLC and SCADA programs.

Calcon Systems will also attend a kickoff meeting at the beginning of the project, per the RFP, and any coordination meetings required or requested to ensure project success, throughout the duration of the project. We understand that projects of this scale require coordination meetings and conference calls to facilitate communication between the District and the many parties involved working for the District and we will cooperate fully. We will also coordinate field startup and testing by working with CCWD, the Contractor and EKI.

Terms of Agreement

Calcon Systems accepts the terms and conditions of CCWD's standard Agreement for Professional Services (Attachment B of the RFP).

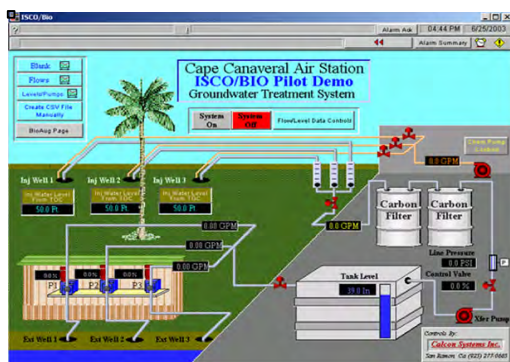


Qualifications

Calcon has completed thousands of process control system projects since the company was founded in 1987. Turnkey process control system projects are our main focus and core competence. As an organization with many years of experience solving challenging problems in a wide variety of industrial processes, we offer unmatched value to our customers by presenting options, alternatives and possible consequences that may not have been considered otherwise. We strive to build long-term mutually beneficial relationships with our customers through the highest level of customer service.

Calcon Systems is one of the most experienced and versatile SCADA System integration firms in California. We have created, upgraded and serviced systems for utilities, Fortune 500 companies, public agencies, research facilities, and more. We are unique in our ability to take on complicated projects both large and small, and because of our wide range of services we bring great value in being more than just 'programmers'; we understand our customer's complete systems from the process physics, the electrical and instrumentation, all the way to the networking and programming software. We can modify, troubleshoot, design and implement virtually any brand or type of SCADA system software.

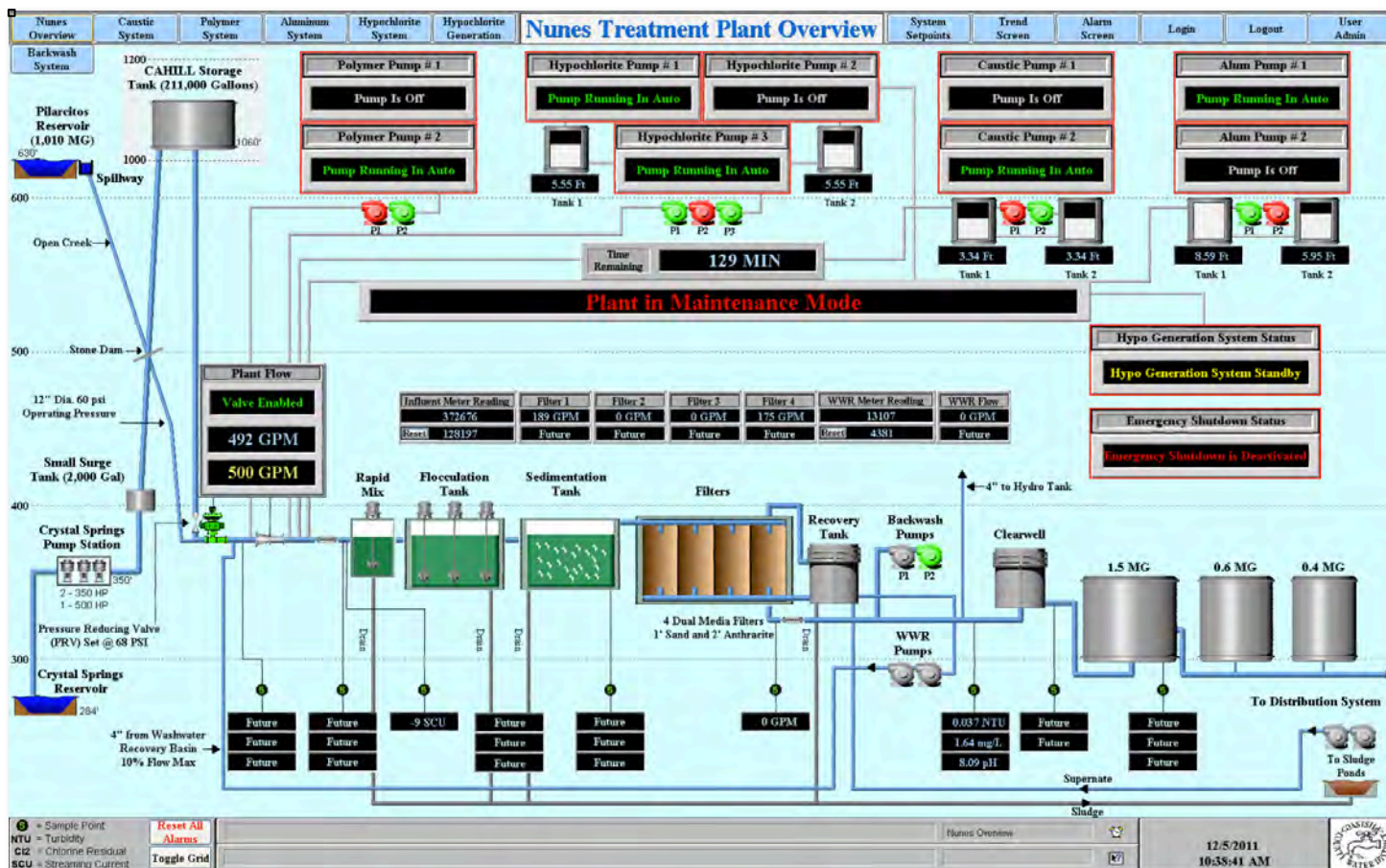
Calcon Systems is a Citect Certified Integration Partner.



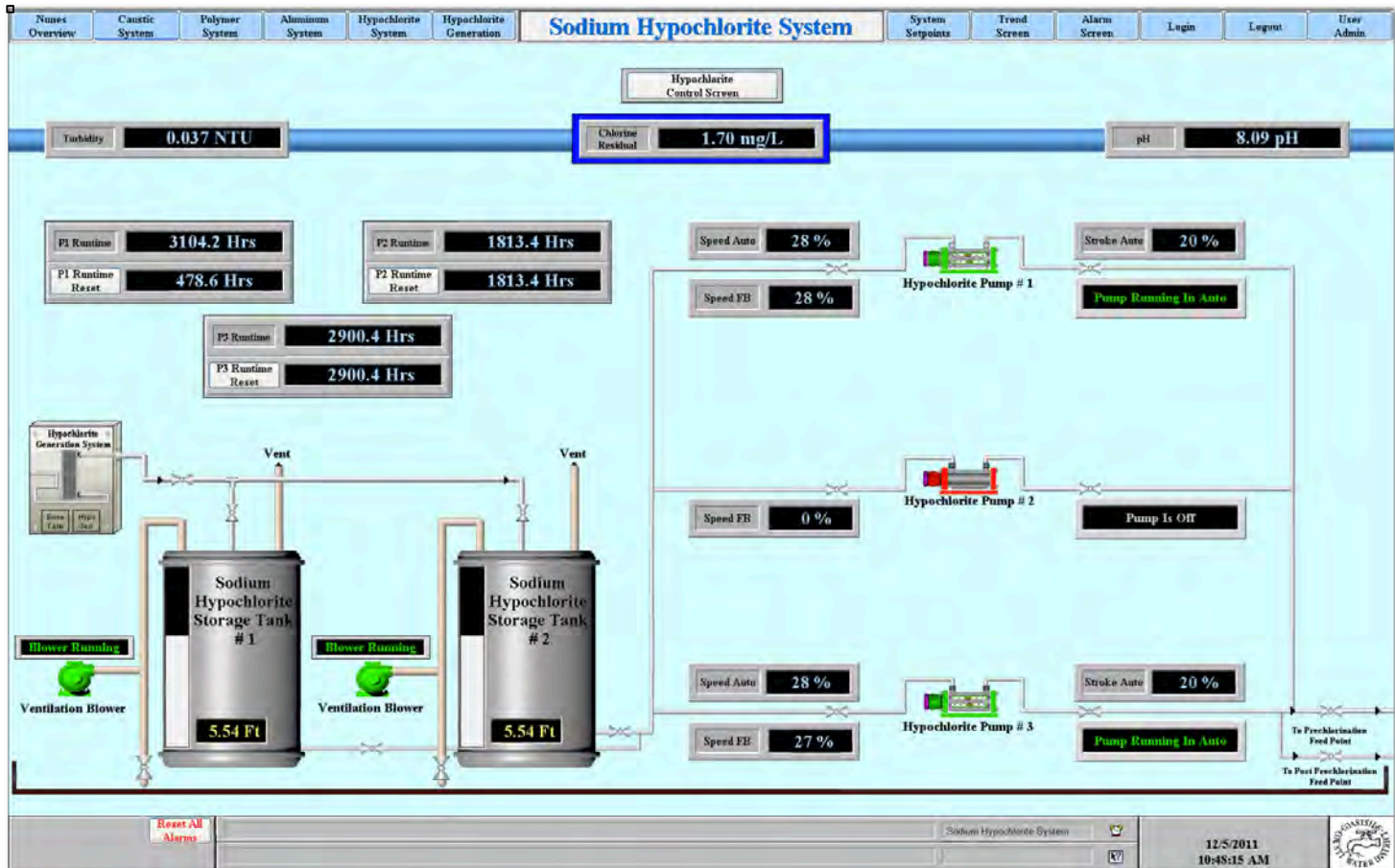
We have included a list and information regarding relevant recent projects that Calcon Systems has completed, but we feel our work for CCWD is the most relevant.



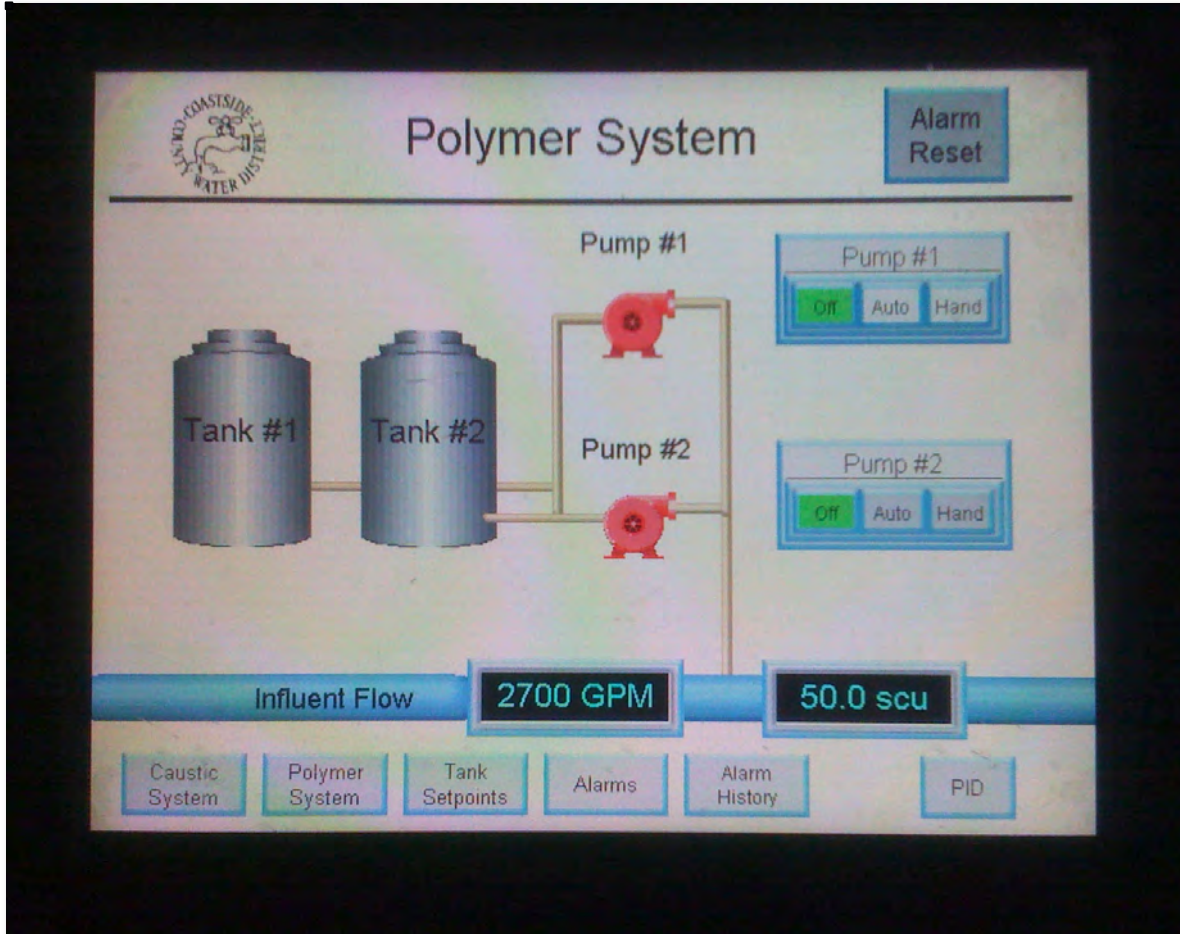
We have included the following screenshots of programming we have provided for CCWD:



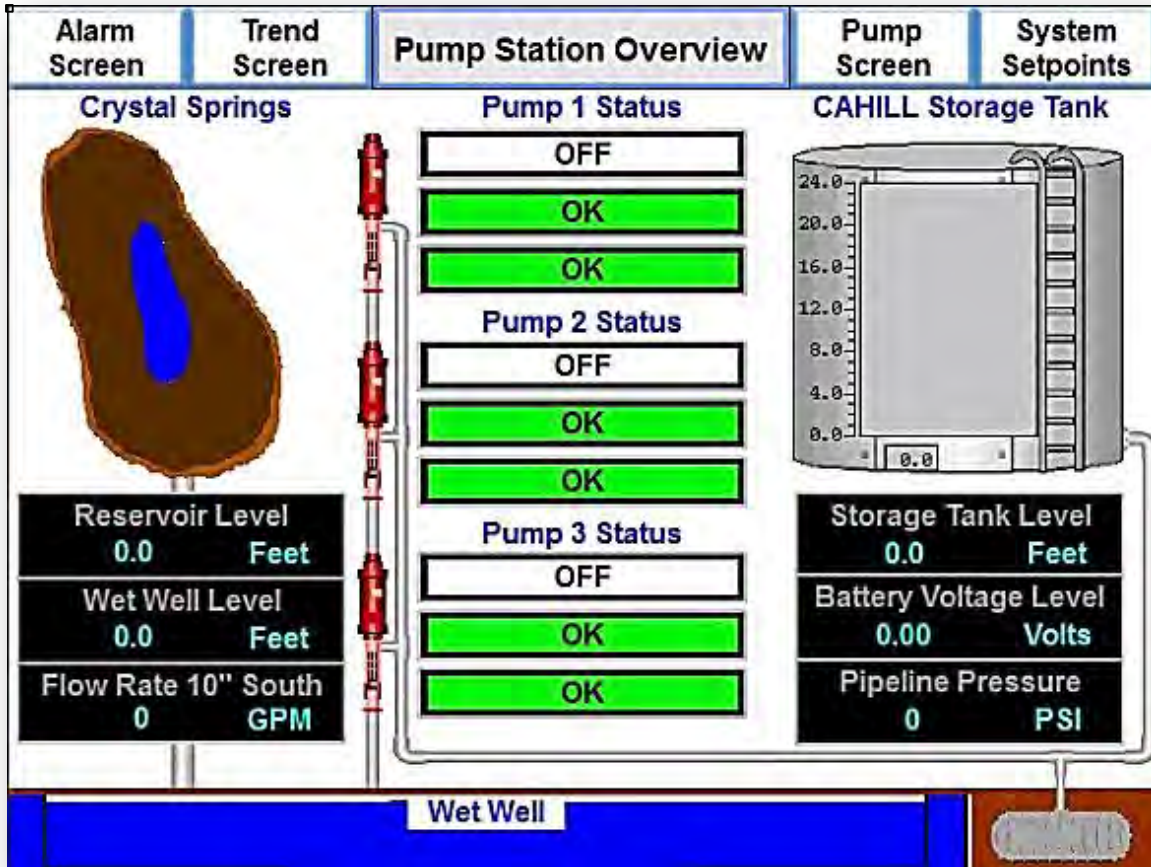
SCADA Overview Screen
 Developed by Calcon for the CCWD Nunes Water Treatment Plant



SCADA System Screen
 Developed by Calcon for the CCWD Nunes Water Treatment Plant



Operator Interface Overview Screen
Developed by Calcon for the CCWD Nunes Water Treatment Plant



Operator Interface Overview Screen
 Developed by Calcon for the CCWD Crystal Springs Pump Station



Alarm Screen	Station Overview	Alarm Screen		Previous Screen	Next Screen
Office Telemetry Malfunction	Tank Telemetry Failure	Wet Well Low Level LAL-561	Surge Tank High Warning LAH-544	Storage Tank Overflow LAHH-513B	
Pump P-1 Warning YAH-501A	Pump P-2 Warning YAH-502A	Pump P-3 Warning YAH-503A	Surge Tank Low Warning LAL-544	Storage Tank High Warning LAHH-513A	
Pump P-1 Shutdown YAH-501B	Pump P-2 Shutdown YAH-502B	Pump P-3 Shutdown YAH-503B	Storage Tank Low Shutdown LALL-513B	Storage Tank Low Warning LALL-513A	
Pump Station Intrusion ZAH-519	Pump Station Shutdown XA-592	Pipeline Press Low PAL-518A	Screen Clean Low Pressure PAL-530	Battery Low Warning	
Screen Diff. Level High LDAH-560A	XFMR Vault Air Temp. High TAH-600	Pipeline Press High PAH-515A	Nunes Pressure High Shutdown	Air/Vac Valve Failure	
Acknowledge Alarm		Alarm Reset		Alarm History	

Operator Interface Alarm Screen
 Developed by Calcon for the CCWD Crystal Springs Pump Station



Appendix:

Recent Similar Projects List

References

Résumés

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: December 13, 2011

Report

Date: December 8, 2011

Subject: Approval of Change Order No. 1 to Anderson Pacific Contract for Denniston Creek Water Treatment Plant Improvements

Recommendation:

Authorize staff to execute Change Order No. 1 to the Anderson Pacific contract for the Denniston Creek Water Treatment Plant Improvements for the lump-sum cost of \$20,000.

Background:

Construction of the Denniston Creek Water Treatment Plant Improvements Project (Project) requires about 10,000 tons of aggregate base for structural backfill. The original project specifications allowed the use of up to 50% recycled material in the aggregate. Based on concerns about the composition and the long-term performance of recycled aggregate, however, the design engineer and the geotechnical engineer recommended that only virgin material be used. Change Order No. 1 (attached) compensates the contractor, Anderson Pacific, for the added cost of using 100% virgin aggregate base, in the amount of \$20,000.

Staff recommends approval of this change order.

Fiscal Impact:

Cost of \$20,000, included in Project budget.

Change Order No. 1

Date of Issuance: 28 November 2011

Effective Date: 28 November 2011

Project: Denniston Creek Water Treatment Plant Improvements Project	Owner: Coastside County Water District	Owner's Contract No.:
Contractor: Anderson Pacific Engineering Construction, Inc.		Date of Contract: 11 July 2011
Contractor's Project Number: 115		Engineer's Project No.: A90031.01

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

1. Increase contract price for District initiated contract change requiring Aggregate Base (Specification Section 02301 Paragraph 2.01.A) to be virgin material with no recycled material allowed. A lump sum change order of \$20,000 was agreed upon based on the attached quantities.
2. Increase Contract Duration by 8 Days due to unforeseeable inclement weather and District initiated site access restrictions.

Attachments (list documents supporting change):

Table 1 – Class II Aggregate Base Material Needs

Table 2 – Cost Evaluation for Modifying Class II Aggregate Base Requirements

Delay Claim Letter from Sean McBurney dated 18 October 2011.

Email from David Dickson dated 19 October 2011 indicating approval of delay claim.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 4,601,861.00

Increase from previously approved Change Orders No. 0 through No. 0:

\$ 0.00

Increase of this Change Order:

\$ 20,000

Contract Price incorporating this Change Order:

\$ 4,621,861.00

CHANGE IN CONTRACT TIMES:

Original Contract Times: Working days Calendar days

Notice to Proceed Date: 11 July 2011

Contract Duration: 480 Days

Increase from previously approved Change Orders No. 0 and No. 0:

Adjustment to Contract Duration: 0 Days

Increase of this Change Order:

Adjustment to Contract Duration: 8 Days

Contract Times with all approved Change Orders:

Adjusted Contract Duration: 488 Days

TABLE 1
Class II Aggregate Base Material Needs
Denniston Creek Water Treatment Plant Improvements Project
Coastside County Water District, Half Moon Bay, California

Project Component	Total CL II AB (Tons) (1)	Contractor Performing Work	Comments (2)
Below HDPE liner/sludge drying beds	3,200	Andreini	See Sheet C-4
Below sludge drying bed wall footings and WWR Basins Nos. 1 and 2	3,600	Andreini	See Sheet C-4
Below contact clarifier	300	Andreini	See Sheet S-5
For road around old pond	290	Andreini	See Sheet C-2
Repair of Access Roads	110	Andreini	Add Alternative Bid Item No. 2
Over-excavate and import	900	Andreini	See Sheet C-4; Quantity for Bid Item 3c to be determined after over excavation completed; work under this item is anticipated to be required; the bid quantity of 600 CY is used for cost estimating purposes; because this item of work is a separate unit price pay item we may want to issue a separate change order just of this work
Import missing existing subgrade profile (See Sheet C-4 Section A between Sta 10+00 and 25+00 and Section B between Sta 10+00 and 30+00)	500	Andreini	APEC discovered that portions of the subgrade shown to be left in place on Sheet C-4 do not exist and therefore requires additional fill; number is approximate and is anticipated to be determined by survey prior to overexcavation work; this item is extra work and costs presented in this table is for the material cost only and does not include labor; in addition we may want to have APEC perform this work under Bid Item 3c instead of negotiating a separate lump sum change order
Utility Trench, Vault, Manholes, etc.	375	APEC	See Sheet C-6
Interior Clarifier Fill between footing and floor	420	APEC	See Sheet S-9
CCWW Supply Tank Slab	100	APEC	See Sheet S-5
Liner Anchor Trench, Gravity drains,	105	APEC	See Detail 3 on Sheet C-5
Total CL II AB Required	9,900		

Notes

- Quantities based on email from Sean McBurney of APEC to Jeffrey Tarantino of EKI dated 18 October 2011.
- References to bid item numbers and sheet numbers based on Contract Documents for the Denniston Creek WTP Improvements Project dated August 2011.

Abbreviations

Andreini: Andreini Construction Inc.
APEC: Anderson Pacific Engineering Construction, Inc.
CL II AB: Class II Aggregate Base

TABLE 2
Cost Evaluation for Modifying Class II Aggregate Base Requirements
Denniston Creek Water Treatment Plant Improvements Project
Coastside County Water District, Half Moon Bay, California

Basis of Costs	Quantity (Tons) (1)	Unit Price (2)	Total Price	Comments (3)
Estimated Bid price based on 100% recycled material	9,900	\$ 7.00	\$ 69,300.00	APEC is not able to meet Contract Document requirements using 100% recycled material and therefore this cost is presented for informational purposes only.
Estimated price to comply with specs based on 50% recycled material/50% virgin material	4,950	\$ 7.00	\$ 34,650.00	Estimated price to comply with Contract Documents is shown in bold and is the basis of determining potential additional costs to the APEC
	4,950	\$ 11.00	\$ 54,450.00	
			\$ 89,100.00	
Estimated price to utilize 100% virgin material	9,900	\$ 11.00	\$108,900.00	Estimated price to utilize 100% virgin material

CCWD's Potential Cost Share	\$ 19,800.00	CCWD would be responsible for the difference in cost between 50%/50% mix and the 100% virgin material mix only. The estimated bid price is presented above for informational purposes.
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Notes

1. Quantities based information included in Table 1.
2. Unit prices presented above based on verbal discussion during Weekly Meeting No. 7 held on 18 October 2011 and do not include any markups.
3. References to bid item numbers and sheet numbers based on Contract Documents for the Denniston Creek WTP Improvements Project dated August 2011.

Abbreviations

APEC: Anderson Pacific Engineering Contractor, Inc.
CCWD: Coastside County Water District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: December 13, 2011

Report

Date: December 9, 2011

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. Board Member Training Opportunity

The California Special Districts Association (CSDA) will offer a workshop entitled "How to Be an Effective Board Member" on January 20, 2012 in Pleasanton (Attachment A). This workshop fulfills the ethics training requirements of AB1234, which all District directors must meet in 2012. Any director wishing to attend the workshop may contact JoAnne Whelen in the District office for further details.

2. Safety Program Awards

The Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA) has recognized the success of the District's safety program (Attachment B) and the efforts of Treatment Plant Supervisor Steve Twitchell (Attachment C) and Lead Treatment Plant Operator Sean Donovan (Attachment D). Superintendent of Operations Joe Guistino will present the JPIA awards to Steve and Sean.

*“Great seminar!
Very useful to a
new Director.”*

— Previous attendee



HOW TO BE AN EFFECTIVE BOARD MEMBER

An essential workshop for both experienced and newly elected/appointed special district officials.

JANUARY 12, 2012 — RIVERSIDE AREA

JANUARY 20, 2012 — BAY AREA

JANUARY 25, 2012 — SACRAMENTO AREA

*Get current on major issues facing districts
propositions, transparency, legal, etc.*

MEETS AB1234
ETHICS TRAINING
REQUIREMENT





CSDA

Cost

Member - \$225

Non-member - \$375

Locations

► January 12, 2012 - Riverside Area

Marion V. Ashley Community Center
25625 Briggs Road
Menifee, CA 92585
(Off the 215 Freeway)

► January 20, 2012 - Bay Area

Zone 7 Water Agency
5997 Parkside Drive
Pleasanton, CA 94588

► January 25, 2012 - Sacramento Area

El Dorado Hills CSD Pavilion
1021 Harvard Way
El Dorado Hills, CA 95762

Agenda

8:30 – 9:00 a.m.

Registration

9:00 a.m. – 4:00 p.m.

- New Board Member Orientation
- Essential Components of Effective Meetings
- The Role of the Board Member
- Lunch Break from noon - 1 p.m.
(lunch provided)
- Legislative and Community Advocacy
- The Brown Act, Ethics, Conflict of interest Issues

Registration information

Visit www.csdanet.net or call (877) 924-CSDA (2732).

HOW TO BE AN EFFECTIVE BOARD MEMBER

AN ESSENTIAL WORKSHOP FOR BOTH EXPERIENCED AND NEWLY ELECTED/APPOINTED SPECIAL DISTRICT OFFICIALS.

Developed by special districts
for special districts.

A PERSONAL COMMITMENT TO YOUR SPECIAL DISTRICT!

Leading a special district as an experienced or newly elected/appointed official is both exciting and challenging. You have accepted the responsibility of representing your constituents and customers in the most effective and professional manner possible. This will demand that you acquire or maintain the necessary skills to govern a special district.

The How To Be An Effective Board Member training has been designed specifically for special district board members and board chairs/presidents in order to provide the tools, background and overall knowledge necessary to help navigate the first year of governing a special district and be an effective leader.

Unique to this series of trainings is the programs have been developed by special districts for special districts. Newly seated directors/trustees should take advantage of this opportunity to come together at this educational experience.

BOARD MEMBER TRAINING



An experienced or newly elected/appointed official should have a solid understanding of what the role entails as well as a complete understanding of the laws that must be followed. This training provides attendees with this valuable information and the tools they need to effectively govern and advocate on their district's behalf.

“Liked all of it. All parts were informative and interesting.”

-- Previous attendee

Attendees will leave this workshop understanding:

Get current on major issues facing districts propositions, transparency, legal, etc.

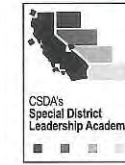
- **The major legislative issues that affect special districts** (Prop. 13, ERAF, LAFCo, state & local fiscal relationships, etc.).
- **A comprehensive overview of special districts** including their history, structure, organizational differences, funding mechanisms and the role they play in communities.
- **A board member's roles and responsibilities.**
 - Making and approving appropriate district policy
 - Community leadership
 - Strategic thinking
 - Developing and participating in the board's vision and purpose
- **How to be an advocate for special districts.**
- **The intergovernmental issues and relationships** between cities, counties, special districts, schools, LAFCo and state government.
- **Trends in special districts.**
- **The general laws that govern special districts and their board members.**
 - Ralph M. Brown Act
 - Conflict of interest/ethics laws

Being a board member is a big job. Our cost-effective training can help make it a lot easier.

Get the information and training that ALL board members should have...REGISTER TODAY!

RELATED OPPORTUNITIES

CSDA Special District Leadership Academy



CSDA's Special District Leadership Academy is the advanced training that follows the How To Be An Effective Board Member training. The academy, which was created to provide governance training to special district officials, consists of 4 curriculum-based courses including the following:

- Governance Foundations
- Setting Direction/Community Leadership
- Board's Role in Finance & Fiscal Accountability
- Board's Role in Human Resources

The How To Be An Effective Board Member training program is meant to give attendees an introduction and overview of these topics. The academy will take the major components one step further to deliver a more in-depth understanding. **Go to www.csdanet.net to find out more.**

THREE WAYS TO REGISTER

Mail, fax or online

- Mail or fax this form (one form per person) to:
California Special Districts Association
1112 I Street, Suite 200, Sacramento, CA 95814
(916) 442-7889 fax
- Register online at www.csdanet.net

Registration must include payment in order to be processed.

“It gave me tools I need.”

-- Previous attendee

BOARD MEMBER REGISTRATION

PLEASE MAKE THE PROPER SELECTIONS BELOW.



Questions or comments?
Toll-free - 877.924.CSDA (2732)

Please fax or mail completed form to:
CSDA, 1112 I Street, Suite 200,
Sacramento, CA 95814, 916.442.7889 fax

Cost

 \$225 - Member

 \$375 - Non-member

Locations - please refer to the location list on the far left panel for complete addresses.

 January 12, 2012

Marion V. Ashley Community Center
Menifee, CA 92585

 January 20, 2012

Zone 7 Water Agency
Pleasanton, CA 94588

 January 25, 2012

El Dorado Hills CSD Pavilion
El Dorado Hills, CA 95762

TOTAL AMOUNT ENCLOSED: \$

Name/Title

District

Address

City

State

Zip

Phone

Fax

Email

Payment Method:

 Check

 Visa

 MasterCard

 Discover

Acct. Name

Acct. Number

Exp. Date

Authorized Signature

Payment must accompany registration in order to process.

Special needs

Vegetarian

Other:

Cancellation policy: Cancellations must be made IN WRITING and received via fax or mail five days prior to the event. All cancellations made within the specified time will be refunded less a \$25 processing fee.



JOINT POWERS
INSURANCE AUTHORITY

P. O. Box 619082,
Roseville, CA 95661-9082

phone
916.786.5742
800.231.5742

direct line
916.774.7050
800.535.7899

fax
916.774.7040

www.acwajpia.com

President
E.G. "Jerry" Gladbach

Vice President
Tom Cuquet

Chief Executive Officer
Walter "Andy" Sells

Executive Committee
Tom Cuquet
Joseph Dion
E.G. "Jerry" Gladbach
David T. Hodgkin
W.D. "Bill" Knutson
Melody A. McDonald
Charles W. Muse
Randy A. Record
Lou Reinkens

November 28, 2011

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

Dear David:

Another year has passed and we are extremely happy with the great work that has been done by our districts and staff in reducing claims.

Congratulations to you and your district for receiving a Low Loss Ratio award. We encourage you to keep up the good work.

The JPIA wishes you the best in 2012.

Sincerely,

Walter A. Sells
Chief Executive Officer

Enclosure: Low Loss Ratio Certificate(s)

RECEIVED

NOV 29 2011

COASTSIDE COUNTY
WATER DISTRICT

President's Special Recognition Award

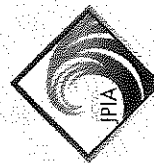
*The President of the
ACWA Joint Powers Insurance Authority
hereby gives Special Recognition to*

Coastside County Water District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Liability Program for the period 10/01/07 – 09/30/10
announced at the Board of Directors' Meeting in Anaheim.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



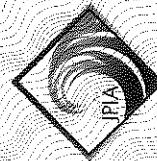
November 28, 2011

President's Special Recognition Award

*The President of the
ACWA Joint Powers Insurance Authority
hereby gives Special Recognition to*

Coastside County Water District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Property Program for the period 04/01/07 – 03/31/10
announced at the Board of Directors' Meeting in Anaheim.*



November 28, 2011

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



JOINT POWERS
INSURANCE AUTHORITY

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Executive Committee
Tom Cuquet
Joseph Dion
E.G. "Jerry" Gladbach
David T. Hodgkin
W.D. "Bill" Knutson
Melody A. McDonald
Charles W. Muse
Randy A. Record
Lou Reinkens

December 7, 2011

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

Re: H.R. LaBounty Safety Award Submission

Dear Steve:

On behalf of the ACWA/Joint Powers Insurance Authority, we would like to thank you for your recent safety award submissions.

We greatly appreciate that you contributed your time and efforts to promote safe workplace behavior and improve existing operational practices. It is individuals like you who demonstrate safe behavior, take part in training, and participate in risk-reducing actions, that foster a positive safety culture.

Enclosed is a certificate in honor of your achievement. The entire ACWA/JPIA pool is successful because of individuals like you.

We encourage you to continue your risk management practices, and look forward to your future safety award submissions.

Sincerely,

Walter "Andy" Sells
Chief Executive Officer

12-8:11

Enc. Recognition Certificate

RECEIVED

DEC 07 2011

COASTSIDE COUNTY
WATER DISTRICT

The H.R. LaBounty Safety Award

is presented to

Steve Twitchell
Coastside County Water District

Steve designed a lowering device mechanism to
safely change light bulbs.

November 2011

ACWA/Joint Powers Insurance Authority

P.O. Box 619082

Roseville, CA 95661-3700

(800) 231-5742

The H.R. LaBounty Safety Award

is presented to

Steve Twitchell
Coastside County Water District

Steve designed an OSG Clean-in-Place Cart.

November 2011

ACWA/Joint Powers Insurance Authority

P.O. Box 619082

Roseville, CA 95661-3700

(800) 231-5742

The H.R. LaBounty Safety Award

is presented to

Steve Twitchell
Coastside County Water District

**Steve designed a safety ladder, grating, and removable guard for
an escape point from the Nunes Water Treatment Plant.**

November 2011

ACWA/Joint Powers Insurance Authority

P.O. Box 619082

Roseville, CA 95661-3700

(800) 231-5742



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Vice President
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Chief Executive Officer
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Joseph Dion
E.G. "Jerry" Gladbach
David T. Hodgkin
W.D. "Bill" Knutson
Melody A. McDonald
Charles W. Muse
Randy A. Record
Lou Reinkens

December 7, 2011

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

Re: H.R. LaBounty Safety Award Submission

Dear Sean:

On behalf of the ACWA/Joint Powers Insurance Authority, we would like to thank you for your recent safety award submissions.

We greatly appreciate that you contributed your time and efforts to promote safe workplace behavior and improve existing operational practices. It is individuals like you who demonstrate safe behavior, take part in training, and participate in risk-reducing actions, that foster a positive safety culture.

Enclosed is a certificate in honor of your achievement. The entire ACWA/JPIA pool is successful because of individuals like you.

We encourage you to continue your risk management practices, and look forward to your future safety award submissions.

Sincerely,

Walter "Andy" Sells
Chief Executive Officer

12-8:11

Enc. Recognition Certificate

RECEIVED

DEC 07 2011

COASTSIDE COUNTY
WATER DISTRICT

The H.R. LaBounty Safety Award

is presented to

Sean Donovan
Coastside County Water District

Sean designed a lowering device mechanism to safely change light bulbs.

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The H.R. LaBounty Safety Award

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Sean Donovan
Coastside County Water District

Sean designed an OSG Clean-In-Place Cart.

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The H.R. LaBounty Safety Award

is presented to

Sean Donovan
Coastside County Water District

Sean designed a safety ladder, grating, and removable guard for an escape point from the Nunes Water Treatment Plant.

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MONTHLY REPORT

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

Report
Date: December 7, 2011

Monthly Highlights

Half Moon Bay Tank #1 Recoating Project

The on-site structural work has started on this project and the painters should be able to move in by the first of the year.

Denniston Water Treatment Improvements Project

The project is on schedule, with dry weather allowing completion of excavation and foundation work in the clarifier/drying bed area. During the week of November 28, the contractor poured the first concrete for retaining wall footings.

Denniston Booster Station

I am personally very proud of our crew's accomplishments in constructing a major pipeline modification and pump installation to allow water transfers southward.

Source of Supply

Pilarcitos Reservoir, Pilarcitos wells 1 and 4a, and Crystal Springs Reservoirs were the major sources of supply for the month of November. We are presently drawing from Pilarcitos Reservoir and wells. The wells are producing 265 gallons per minute (gpm) (approximately 0.382 million gallons per day - MGD). We will turn on Pilarcitos Well #5 once we get rain in the watershed.

Systems Improvement

Beautification

- Organized storage rooms and painted at Nunes.
- Removed bulletin board, painted and hung backing board for District map placement in the board room.
- Trucks cleaned out.
- Weed abatement in Pilarcitos Canyon.
- Carports and shop garage cleaned up.
- Organized plans and office in the shop.

Drainage

Drain pipe was installed across Denniston Road near the toe of the dam to keep the road from washing out this rainy season.

Board Room

A third video monitor was installed to improve communication and the conveyance of reports to the general public, board members and staff.

Signage

District business only parking signs were posted in the front parking lot for the benefit of our customers.

Habitat Enhancement

A 25 foot log was procured for placement in Denniston Reservoir for wildlife enhancement.

Update on Other Activities:

Nunes Phone Lines

Phone service started to fail at Nunes WTP the first week of November. AT&T discovered that one wire of each of the three pairs going to the plant was deteriorated or shorted out. Lines were respliced and phone service is better than ever.

Judith Court

New 4" line is installed and the street has been paved. Waiting for thank you notes but haven't received any yet.

GIS Mapping System

The District continues to improve upon and update the new mapping system.

El Granada Tank 1 Pump Station (PS)

Upgrades were rendered to the electrical panel at the El Granada Tank 1 PS in preparation for pump and motor upgrades in December. Crews started modifications to the inlet and outlet plumbing to accommodate the larger pump and motor. This is part of the larger upgrades to improve the fill rate for the El Granada Highlands.

AWWA Research Committee Presentation

On 1 December, I presented a talk on Risk Communication at a seminar on Unintended Consequences in Reno. This seminar was arranged by the Cal/Nev Section AWWA Research Committee, which covered all expenses for transportation and lodging. The talk was very well received.

El Granada Reservoir Drawdown

We were able to successfully drawdown Miramar, El Granada Tank 1 and Denniston Tank with no water quality incidents. Past attempts to draw down these tanks resulted in brown water events. This problem has disappeared since we completed the unidirectional flushing of El Granada.

Safety/Training/Inspections/Meetings

Meetings Attended

- 8 Nov - Met with Jim Wilkinson at Sea Crest School to work out some low pressure issues.
- 9 Nov - Met with Director Hannegan to tour some District sites.
- 10 Nov - Met with Cal Cad with other District staff to discuss future work on our GIS mapping system.
- 10 Nov - Met with Aircon to explore areas where the District might realize energy savings.
- 14 Nov - Met with Denniston Treatment Improvement Project Team and PG&E to determine modifications needed to avoid interference from a local power pole. A solution was found in modifications to be made on the footing of a retaining wall.
- 16 Nov - O&M Staff meeting.
- 17 Nov - Conference call with the Cal/ Nev Section AWWA ad hoc restructuring committee.
- 28 Nov - Denniston Project SCADA preproposal meeting with the two potential contractors.
- 29 Nov - Met with John Marchand, the main author of the Risk Communication Presentation mentioned earlier to go over the material for the presentation made in Reno on 1 Dec.

Safety Meetings and Training

- Safety Committee meeting on 9 November at Montara Water and Sanitary District (MWSD).
- CINTAS Safety Training on 9 November was "Recognizing Substance Abuse for Supervisors". Twitchell and Davis were in attendance. There was also training on Defensive Driving. Twitchell was in attendance.
- O&M Staff conducted ladder climbing training using lanyards and harnesses on 16 Nov. Everyone took a turn climbing and descending Half Moon Bay Tank 3. Guistino, Twitchell, Donovan, Davis, Bruce, Whelen, Damrosch, Patterson, Duffy, Winch and Riis were in attendance.
- JPIA held a class on Traffic Control and Safety on 30 November. Twitchell, Davis, Donovan, Whelen, Bruce, Damrosch, Patterson, Duffy and Riis were in attendance.

Tailgate safety sessions in September

- Vehicle Safety: Check, Inspect, Drive!
- A Manhole May Look Simple, But....
- Backhoe Safety
- Powerful Protection with PPE!

Other Safety Activities

- Splash Guards. Treatment Staff affixed splash guards to the sodium hypochlorite sampling station to prevent accidental contact with the chemical when taking assay samples.

-We received new safety vests and hard hats in November. We are switching to the white hardhat in order for the District logo to be more prominent.

Treatment Operator Training

Maintenance Worker Logan Duffy continued to be trained at Nunes WTP. He also took a two day Grade 2 Treatment Operator Training class in Vacaville on 3 and 4 Nov and took his Grade 2 Treatment Operator Test on Saturday, 19 Nov.

Regulatory Agency Interaction

California Department of Public Health (DPH)

There was no interaction with the DPH in November.

Regional Water Quality Control Board

We submitted our annual National Pollution Discharge Evaluation System (NPDES) Self Monitoring Report on 14 November.

Projects

Tank Recoating Projects

All submittals and resubmittals have been reviewed and accepted for the Half Moon Bay Tank 1 Recoating and Repair Project. One change order has been issued concerning adjusting the posted tank height to the actual tank height. The ladder and catwalk have been ordered. Treatment Staff conducted a pre-job Worker Right To Know safety session as to the hazards found at the WTP and have installed all necessary lock-out/tag-outs. The mechanical aspect of the project is underway as follows:

- Manways installed and/or enlarged
- Annular ring installed
- Outside chime initiated
- Interconnecting pipe removed

Corpro Corp will be removing the old induced current cathodic protection system and installing a passive system prior to coating the tank.

Hazens Tank Fence Replacement

The notice to proceed was issued on 7 November. Upon surveying the work site, the contractor had concerns as to the health of the Monterey Pines surrounding the tank, stating that they are all diseased and may fall on the new fence. The trees will be trimmed so that they will not fall inward on the tank and fence and we will make provisions to remove them when we replace Hazen's Tank in FY 2013.

Denniston Water Treatment Improvement Project

The west pond was excavated, graded and the engineering fill placed to grade and compacted. A change order was issued to clarify the actual fill to be used, with the contractor and the District sharing the costs of the increase. The west retaining wall was poured and the contractor is presently forming the foundation and floor for the drying beds. Treatment Staff has been attending the weekly progress update meetings held every Tuesday.

Avenue Cabrillo Project

The design is complete for the three phases of the project and the CEQA and CDP documents are under review by staff. We expect to have them sent out in December.

Denniston Booster Station

District crews have installed, pressure tested and disinfected the pipelines for the booster station and have installed the temporary pump that will be used to pump water from Denniston Tank to Half Moon Bay and Alves Tanks.