

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Thursday, February 28, 2013 – 3:00 p.m.**

**AGENDA**

**1) ROLL CALL**

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

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

**4) GENERAL BUSINESS**

**A. Notice of Completion - Denniston Creek Water Treatment Plant Improvements Project ([attachment](#))**

**B. Notice of Public Hearing for Proposed Increase in Transmission and Storage Fees ([attachment](#))**

**C. Budget and Financing Plan Workshop - Proposed Fiscal Year 2013/2014 to 2022/2023 Capital Improvement Program ([attachment](#))**

**5) ADJOURNMENT**

**STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** David R. Dickson, General Manager

**Agenda:** February 28, 2012

**Date:** February 25, 2012

**Subject:** Notice of Completion - Acceptance of Denniston Creek Water Treatment Plant Improvements Project

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**Recommendation:**

That the Board of Directors take the following actions:

- (1) Accept the Denniston Creek Water Treatment Plant Improvements 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 Anderson Pacific Engineering Construction, Inc., on June 16, 2011 for the Denniston Creek Water Treatment Plant Improvements Project.

This project consisted of constructing a contact clarification pretreatment process; constructing a washwater handling system; constructing new solids drying beds; replacing existing raw water pumps; replacing existing chemical feed and storage systems for caustic soda, polymer, aluminum sulfate, sodium hypochlorite, and potassium permanganate; and making associated improvements to electrical and control systems.

The project was completed constructed according to the plans and specifications and was completed on February 22, 2013.

**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 22nd of February, 2013 there was completed upon the hereinafter described real property a work of improvement as a whole named Denniston Creek Water Treatment Plant Improvements Project, consisting constructing a contact clarification pretreatment process; constructing a washwater handling system; constructing new solids drying beds; replacing existing raw water pumps; replacing existing chemical feed and storage systems for caustic soda, polymer, aluminum sulfate, sodium hypochlorite, and potassium permanganate; and making associated improvements to electrical and control systems.

4. The name of the original contractor for the work of improvement as a whole was: Anderson Pacific Engineering Construction, Inc. 1390 Norman Avenue, Santa Clara, California 95054.

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 parcels of land owned by the Coastside County Water District. The Denniston Creek Water Treatment Plant is located at 150 Denniston Creek Road, in unincorporated San Mateo County, California (Assessor Parcel Numbers 037-320-140 and 037-320-150).*

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 March 1, 2013, 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:** February 28, 2013

Report

Date: February 25, 2013

**Subject: Proposed Increase in Transmission and Storage Fees**

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### **Recommendation:**

Authorize issuance of a notice of proposed increases in the District's Transmission and Storage fees and schedule a public hearing on the proposed increases to be held at the Board's regular meeting on May 14, 2013.

### **Background:**

At its February 12, 2013 meeting, the Board of Directors authorized issuance of a notice of proposed increases in the District's Transmission and Storage Fees and schedule a public hearing on the proposed increases to be held on April 9, 2013 (copy of staff report attached). Due to an error in the printing of the notice which has delayed mailing the notice, staff recommends that the Board approve a revised notice and reschedule the public hearing to be held at the Board's regular meeting on May 14, 2013.

The recommended action authorizes the public notice of the proposed increases in Transmission and Storage Fees and sets the public hearing after the required 45-day notice period. The draft notice is attached.

### **Fiscal Impact:**

Increased revenue from future sale of priority and non-priority connections.

# NOTICE OF PUBLIC HEARING

## PROPOSED INCREASE IN TRANSMISSION & STORAGE FEES FOR PURCHASE OF NEW WATER SERVICE CONNECTION



March \_\_, 2013

**\*\* COASTSIDE COUNTY WATER DISTRICT CUSTOMERS PLEASE NOTE: THE PROPOSED INCREASE IN TRANSMISSION AND STORAGE FEES APPLIES ONLY TO THE PURCHASE OF NEW WATER SERVICE CONNECTIONS AND DOES NOT AFFECT RATES FOR EXISTING WATER SERVICES. \*\***

**NOTICE IS HEREBY GIVEN** that the Coastside County Water District (CCWD) Board of Directors will hold a public hearing to consider proposed increases in the District's Transmission and Storage Fees. The Transmission and Storage Fee is the amount charged by the District for a priority or non-priority water service connection, which grants the purchaser the right to obtain water service from the District. The fee increases for different connection sizes are shown below. These fee increases, if adopted by the Board, will become effective July 1, 2013. The proposed increase is necessary to pay the increased costs of constructing the infrastructure for which the fee was established.

The current Transmission and Storage Fees were established by the District's Board of Directors in Resolution No. 2010-01, February 9, 2010. Pursuant to Resolution No. 2010-01, the Transmission and Storage Fees were increased for inflation effective July 1, 2011 and July 1, 2012 by applying the Engineering News-Record Construction Cost Index 20 – City Average (ENR-CCI) for June of that year.

Effective July 1, 2013, July 1, 2014 and July 1, 2015, Staff proposes the Transmission and Storage Fee be adjusted in

accordance with the ENR CCI for January of the current year. The new Transmission and Storage Fee for each connection size will be calculated by multiplying the then current Transmission and Storage Fee by the ratio of the current year January ENR CCI to the ENR CCI for January of the previous year. The multiplier for the July 1, 2013 adjustment will be  $9437/9176 = 1.0284$ .

**YOU CAN BE HEARD:** If you wish to protest the proposed Transmission and Storage Fee changes, CCWD must receive your **written protest** prior to the close of the public hearing on May 14, 2013.

You may deliver your written protest by 1<sup>st</sup> class mail to:  
*Attention: General Manager, Coastside County Water District, 766 Main Street, Half Moon Bay, CA 94019.*  
**\*Emails will not be accepted\***

For your protest to be counted, please include the: address(es) or Assessor Parcel Number(s) of the property(ies) you own. Protests are limited to one per parcel.

**ATTEND THE PUBLIC HEARING:**  
**COASTSIDE COUNTY WATER DISTRICT OFFICE**  
**766 Main Street, Half Moon Bay, CA 94019**  
**Tuesday, May 14, 2013**  
**Meeting begins at 7:00 pm**

**COASTSIDE COUNTY WATER DISTRICT PROPOSED TRANSMISSION & STORAGE FEE SCHEDULE**

Connection Size	Current Transmission & Storage Fee	Proposed Transmission & Storage Fee Effective July 1, 2013
5/8 x 3/4 inch	\$14,750	\$15,169
3/4 inch	\$22,125	\$22,754
1 inch	\$36,875	\$37,923
1.5 inch	\$73,751	\$75,845
2 inch	\$118,001	\$121,352
3 inch	\$258,127	\$265,458
4 inch	\$442,502	\$455,069

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** David Dickson, General Manager

**Agenda:** February 12, 2013

Report

Date: February 7, 2013

**Subject:** Proposed Increase in Transmission and Storage Fees

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### **Recommendation:**

Authorize issuance of a notice of proposed increases in the District's Transmission and Storage fees and schedule a public hearing on the proposed increases to be held at the Board's regular meeting on April 9, 2013.

### **Background:**

In 2009, staff retained an experienced public agency financial consultant, Bartle Wells Associates, to review the District's Transmission and Storage (T&S) fees. The T&S fee is the amount charged by the District for a connection - priority or non-priority - granting the purchaser the right to obtain water service from the District.

Bartle Wells recommended that the District adjust its T&S fees for inflation in accordance with the Engineering News-Record 20-City Average Construction Cost Index (ENR CCI). Resolution 2010-01, approved by the Board of Directors on February 9, 2010, increased the T&S fees by 95% effective April 15, 2010, based on the cumulative change in the ENR CCI between 1988 and 2010. Resolution 2010-01 also specified that the T&S fees would be increased according to the change in the ENR CCI effective July 1, 2011, and July 1, 2012. The resulting increases were 5.37% and 2.99%, respectively.

Staff recommends that the District continue to adjust the T&S fees for inflation using the ENR CCI, with increases to become effective July 1 of 2013, 2014, and 2015.

The recommended action authorizes the public notice of the proposed increases in Transmission and Storage Fees and sets the public hearing after the required 45-day notice period. The draft notice is attached.

### **Fiscal Impact:**

Increased revenue from future sale of priority and non-priority connections.

## ***STAFF REPORT***

**To:** Coastside County Water District Board of Directors

**From:** David Dickson, General Manager

**Agenda:** February 28, 2013

Report

Date: February 25, 2013

**Subject:** Draft Fiscal Year 2013/14 - 2022/23 Capital Improvement Program

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**Recommendation:**

None. For discussion only.

**Background:**

The attached draft 10-year Capital Improvement Program (CIP) for Fiscal Years 2013/14 to 2022/23 shows current CIP projects as well as new projects and indicates completed projects and revised budget figures. We have also shown a priority for each project.

Staff will discuss the CIP projects in detail and answer the Board's questions.

**Fiscal Impact:**

None.



COASTSIDE COUNTY WATER DISTRICT  
 PLANNED CAPITAL PROJECTS  
 FISCAL YEARS 13/14 THRU 22/23

New Project  
 xxx New \$ or amount changed  
 Descrip Completed by end of FY13 - drop from CIP

19-Feb-13

Origin FY	Number	Priority	Budget FY 12/13	Projected FY 12/13	Budget FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY14-23 Totals
Budget Projects up to Priority Level -->			3												
<b>PIPELINE PROJECTS</b>															
06	01	Avenue Cabrillo Phase I (Permitting/Design)			-										\$0
06	01	Avenue Cabrillo Phase I (Construction)	550,000	450,000											\$0
06	01	Avenue Cabrillo Phase II (Construction)			246,000										\$246,000
06	01	Avenue Cabrillo Phase III (Construction)				479,000									\$479,000
06	02	Highway #1 South Phase I / II							80,000	100,000	1,200,000				\$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement	100,000	75,000		75,000	75,000	1,000,000							\$1,150,000
07	04	Bell-Moon Pipeline Replacement Project							60,000	250,000					\$310,000
10	01	Main Street Pipeline Replacement Project - Phase 3	90,000			90,000	250,000								\$340,000
10	02	Bridgeport Drive Pipeline Replacement Project				110,000	840,000								\$950,000
12	01	Railroad Ave. Pipeline Relocation	148,000	130,000											\$0
12	02	Wave Valve Automation			50,000										\$50,000
12	03	CSPS Pipeline Air/Vacuum Relief Valves			20,000										\$20,000
13	01	Miramar Drive Pipeline Connection			50,000										\$50,000
13	02	Replace 8" Pipeline Under Creek at Pilarcitos Ave.			25,000	200,000									\$225,000
13	03	Avenue Portola Pipeline Replacement	100,000	100,000											\$0
14	01	Replace 12" WS line on 92 with 8"DI					100,000								\$100,000
		Pipeline replacement projects						500,000		900,000		1,500,000	1,500,000	1,500,000	\$5,900,000
															\$11,200,000
<b>WATER TREATMENT PLANTS</b>															
99	05	Denniston - Maintenance Dredging	31,000	30,100	32,000	60,000	35,000	35,000	35,000	37,000	37,000				\$271,000
13	04	Denniston Reservoir Restoration						1,000,000							\$1,000,000
10	02	Denniston - Intake construction	100,000								0				\$0
12	04	Denniston - Treated Water Booster Station	200,000	75,000	200,000										\$200,000
13	05	Denniston WTP Emergency Power								500,000					\$500,000
10	04	Nunes - Flocc Drive Repair													\$0
08	05	Nunes - Plant Painting													\$0
08	06	Nunes - Filter to Waste System						80,000							\$80,000
08	07	Nunes - Filter Valve Replacement					30,000	30,000	30,000	30,000	30,000				\$150,000
08	27	Nunes - Modify Filters for Rate of Flow Control						260,000							\$260,000
12		Nunes - Return Washwater Pump Replacement													\$0
12	04	Nunes - Hydropneumatic System Improvements			40,000										\$40,000
		Nunes - DR5000 Analyzer													\$0
12	05	Nunes - Access Road Repaving			100,000										\$100,000
13	06	Nunes Flash Mixer	15,000	15,000											\$0
13	07	Nunes SCADA Integration	75,000	75,000											\$0
13	08	Nunes Sludge Ponds Level Indication	15,000	10,300											\$0
13	09	Nunes Replace Washwater Return Pump #2	25,000	25,000											\$0
14	02	Replace media in Nunes sludge pond			25,000	25,000									\$50,000
14	04	Dust Control at Denniston - Coat gravel areas			10,000										\$10,000
14	06	Nunes New 1720E Turbidimeters (4)				35,000									\$35,000
14	07	Nunes New Surface Scatter 7 Turbidimeter			7,000										\$7,000
14	08	Nunes New Storage Box			7,000										\$7,000
14	09	Denniston PS roof replacement			7,000										\$7,000
14	10	Nunes Emergency Power Switchgear			30,000										\$30,000
14		Nunes Replace Sludge Ponds Sump Station Pump #2													\$0
															\$2,747,000
<b>FACILITIES &amp; MAINTENANCE</b>															
09	07	Advanced Metering Infrastructure				25,000	50,000	400,000	400,000	400,000					\$1,275,000
08	08	PRV Valves Replacement Project	20,000	20,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000				\$210,000
99	01	Meter Change Program	30,000		20,000	20,000	20,000	20,000	20,000	20,000	20,000				\$140,000
09	09	Fire Hydrant Replacement	20,000		20,000	20,000	20,000	20,000	20,000	20,000	20,000				\$140,000



COASTSIDE COUNTY WATER DISTRICT  
 PLANNED CAPITAL PROJECTS  
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19-Feb-13

Origin FY	Number	Priority	Budget FY 12/13	Projected FY 12/13	Budget FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY14-23 Totals
Budget Projects up to Priority Level -->			3												\$2,855,000
<b>DENNISTON WTP (LONG-TERM) IMPROVEMENTS</b>															
08	23	Denniston Pre/Post Treatment Construction	1,500,000	2,700,000						-		-			\$0
<b>WATER SUPPLY DEVELOPMENT</b>															
13	12	CCWD-MWSD Emergency Intertie - Planning	25,000		25,000										\$25,000
14	24	Denniston/San Vicente EIR & Permitting			100,000	50,000	50,000								\$200,000
12	12	San Vicente Design	300,000		300,000										\$300,000
12	13	San Vicente Construction				2,000,000									\$2,000,000
Prior Year and Unscheduled Project Total				325,000											\$2,525,000

<b>TOTALS</b>			\$4,873,000	\$4,468,400	\$3,202,000	\$4,057,000	\$2,043,000	\$3,638,000	\$1,218,000	\$2,450,000	\$1,565,000	\$1,525,000	\$1,525,000	\$1,525,000	\$22,748,000	\$22,748,000
FY 13 Budget Totals					\$4,680,000	\$1,737,000	\$1,121,000	\$2,213,000	\$1,344,000	\$2,015,000	\$1,500,000	\$1,500,000	\$1,500,000			
FY12 Budget Totals					\$4,122,500	\$2,027,000	\$1,201,000	\$1,113,000	\$1,633,000	\$1,165,000	\$1,500,000	\$1,000,000				